



Core Value of the Month of June is:
Integrity

What is Integrity in the workplace and why should **YOU** as an Employee care? Integrity can be as simple as the reliability that you will be at work every day, but also can be making a tough decision of having to notify a supervisor of a fellow employee violating a company policy. By holding your peers to moral standards, you are gaining respect and trust from your peers and managers. Having Integrity at work is the baseline for personal growth and leadership opportunities by showing that you are honest and dependable.

Examples of Employees with Integrity:

- Peter loaded the wrong freight on a trailer that got sent to the wrong terminal. Instead of blaming management or team members, Peter took responsibility for the misrouted freight and gave suggestions on how he could prevent this from happening in the future.
- Brian dropped freight off at a customer and no one was around to sign for it. Brian just left the freight anyway and went on to his next appointment. He told Tammy what he did, and she notified Dispatch. The freight was left at an incorrect location and another driver was able to pick it back up before it got stolen. Tammy saved the company thousands of dollars in lost freight. Brian was educated on freight drop off policy so issues can be prevented in the future.



PEER RECOGNITION:

Please nominate employees you witness showing Integrity in the workplace! They will be entered for a chance to win a prize for June and another drawing for prizes in December. The EPICC Core Values recognition runs ALL year in 2021 and employees are drawn every month for prizes! Please continue to send in your nominations all year.

AMBASSADORS
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Fun!

EPICC AMBASSADORS:

Did you Know? Sutton offers their employees many different events for Recognition, Wellness, and occasional fun games. Who runs these events? Currently we have a team of individuals called the EPICC Ambassadors that assist with spreading information and content. We are currently looking for Volunteers to join our Team. If you are interested, please contact Ashley Manion amanion@suttontrans.com

401K Retirement Plan Changes

Great news! We are making changes to our 401K Plan effective July 1, 2021.

Here is a summary of those changes:

1. Plan Sponsor is ADP. They offer ease of enrollment and provide multiple communications so you better understand how your money is working for you.
2. You will be able to make deferral and investment changes via your Self-Service portal.
3. Funds and investment options offered through ADP are similar to what is currently offered through Empower Retirement (Mass Mutual).
4. New Hires will be eligible for participation after their first 3 months of employment. Effective date for plan participation is the first day of the following month.
5. The Company Match is now 50% of every dollar you defer up to a 2% company total match. The match schedule is below.
 - a. 1% gets .5% match
 - b. 2% gets 1% match
 - c. 3% gets 1.5% match
 - d. 4% gets 2% match
 - e. 5% gets 2% match
6. You will be fully vested at year 4. See the new vesting schedule here:
 - a. Year 1 0%
 - b. Year 2 20%
 - c. Year 3 40%
 - d. Year 4 100%



Active participants will be receiving our 401K Plan information from ADP in the US Mail very soon. Any questions can be directed to the HR Dept.