

QUALIFIED LIFE EVENTS THAT AFFECT YOUR BENEFIT ELECTIONS

What Is a Life Event?

Life happens and when it does, you should evaluate your benefit elections to make sure they meet the needs of you and your family. This guide addresses some common "qualified life events", as defined by the IRS.

A qualified life event allows you to make changes to your benefits, though any changes must be consistent with the event. In most cases, you must make any eligible changes within 30 days of the event.

| Task | Website/Phone Number |
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| Visit the IRS site for a complete list of qualified life events. Not all events are considered qualified life events, and IRS rules sometimes change | Online: https://www.irs.gov/credits-deductions/individuals/qualifying-life-events |
| Select the life event on the Robert Half Benefits site that relates to your situation to learn what benefits are available to you and how they may change, so you can optimize your Robert Half coverage. | Online: https://roberthalfbenefits.com/Life-Events |
| Contact the Mercer Marketplace 365 if you have questions about your benefit elections or whether your life event qualifies. | Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739 |
| Review the "Life Events and Your Benefits" guide on RH Connect , Protiviti's iShare , or the SPS Portal for information about life events and things to keep in mind outside of benefit elections. | Online: <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |
| For details on our benefit plans, review the Robert Half Benefits site and refer to your 2020 Benefits Guide . You can also call HR Solutions at 1.855.RHI.MYHR (1.855.744.6947). | Online: https://roberthalfbenefits.com https://roberthalfbenefits.com/Resources Phone: 1.855.744.6947 |

QUALIFIED LIFE EVENTS

Marriage/Domestic Partnership

| Task | Website/Phone Number |
|---|--|
| <p>Change your benefits coverage within 30 days of the event on Mercer Marketplace 365. Your benefit elections or changes must be consistent with the event. For example, you can add your spouse as a dependent on your health care coverage, and as a beneficiary for your life insurance and/or 401(k) plan.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Consider contributing or increasing your contribution to a Health Savings Account, Health Care FSA, Combination Health Care FSA, or Dependent Care FSA to help cover eligible expenses (if applicable).</p> | <p>Robert Half Benefits Online: https://roberthalfbenefits.com/Health-and-Well-being/Health-Savings-Account#HSAvsFSA</p> |
| <p>Update your life and AD&D insurance beneficiary on Mercer Marketplace 365.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Update your 401(k)/DSSP beneficiary with Fidelity.</p> | <p>Fidelity Online: www.netbenefits.fidelity.com Phone: 1.800.835.5097</p> |
| <p>Update your will or trust with Hyatt Legal.</p> | <p>Hyatt Legal Plan Online: https://info.legalplans.com/Home/ Phone: 1.800.821.6400</p> |
| <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhspss.sharepoint.com/sites/main/benefits/pages/life-events.aspx |
| <p>Through the EAP, you have support resources to help you adjust to married life and more. Call the Employee Assistance Program (EAP) at 1.800.424.4485.</p> | <p>Magellan Online: https://magellanascend.com/ Phone: 1.800.424.4485</p> |

QUALIFIED LIFE EVENTS

Divorce/Termination of Domestic Partnership/Legal Separation

| Task | Website/Phone Number |
|--|--|
| <p>Change your benefits coverage within 30 days of the event on Mercer Marketplace 365. Your benefit elections or changes must be consistent with the event. For example, you must remove your former spouse as a dependent on your health care coverage.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>If your former spouse/domestic partner and any former stepchildren were enrolled in health care coverage, they will receive a notice from Mercer Marketplace 365 about COBRA coverage. For questions about COBRA coverage, contact TRI-AD at 1.866.268.0142 (Option 4).</p> <p>You can provide information your former dependents about other coverage options, including the Federal Health Insurance Marketplace.</p> | <p>TRI-AD Phone: 1.866.268.0142 Federal Insurance Marketplace Online: www.healthcare.gov Phone: 1.800.318.5946</p> |
| <p>Increase your life insurance and/ or update your life insurance beneficiary on Mercer Marketplace 365.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Update your 401(k)/DSSP beneficiary with Fidelity.</p> | <p>Fidelity Online: www.netbenefits.fidelity.com Phone: 1.800.835.5097</p> |
| <p>Update your will or trust with Hyatt Legal.</p> | <p>Hyatt Legal Plan Online: https://info.legalplans.com/Home/ Phone: 1.800.821.6400</p> |
| <p>Call the Employee Assistance Program (EAP) at 1.800.424.4485 for support resources to help you cope with a divorce or a change in relationships.</p> | <p>Magellan Online: https://magellanascend.com/ Phone: 1.800.424.4485</p> |
| <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhspss.sharepoint.com/sites/main/benefits/pages/life-events.aspx |
| <p>If you have received a court order for medical coverage or 401(k)/DSSP, or if you have questions, please contact the HR Solutions Center at 1.855.744.6947.</p> | <p>HR Solutions Phone: 1.855.744.6947</p> |

QUALIFIED LIFE EVENTS

Birth/Adoption/Placement for Adoption

| Task | Website/Phone Number |
|---|---|
| <p>You must change your benefits coverage within 30 days of the event on Mercer Marketplace 365. Your benefit elections or changes must be consistent with the event. For example, you can add your child as a dependent on your health care coverage.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Consider contributing or increasing your contribution to a Health Savings Account, Health Care FSA, Combination Health Care FSA, or Dependent Care FSA to help cover eligible expenses (if applicable).</p> | <p>Robert Half Benefits Online: https://roberthalfbenefits.com/Health-and-Well-being/Health-Savings-Account#HSAvsFSA</p> |
| <p>Consider increasing your life insurance and/ or updating your life insurance beneficiary on Mercer Marketplace 365.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Update your 401(k)/DSSP beneficiary with Fidelity.</p> | <p>Fidelity Online: www.netbenefits.fidelity.com Phone: 1.800.835.5097</p> |
| <p>Update your will or trust with Hyatt Legal.</p> | <p>Hyatt Legal Plan Online: https://info.legalplans.com/Home/ Phone: 1.800.821.6400</p> |
| <p>As a regular Robert Half or Protiviti employee, you may be eligible for certain family-friendly policies such as paid parental leave. Note: employees in the Salaried Professional Service (SPS) program are not eligible for paid parental leave.</p> <p>Be sure to call Broadspire, Robert Half's Leave Administrator, at 1.877.603.9687 to report your leave 30 days before the leave start date, or as soon as possible.</p> <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Broadspire Phone: 1.877.603.9687</p> <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsps.sharepoint.com/sites/main/benefits/pages/life-events.aspx |
| <p>Through the EAP, you have access to counseling or assistance as needed. Call the Employee Assistance Program (EAP) at 1.800.424.4485.</p> | <p>Magellan Online: https://magellanascend.com/ Phone: 1.800.424.4485</p> |

QUALIFIED LIFE EVENTS

Dependent Turns Age 26

| | Task | Website/Phone Number |
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| | <p>Understand the eligibility rules. Your dependent child's medical, dental and/or vision coverage ends on the last day of the month in which he or she turns 26.</p> <p>Your child will receive a notice from Mercer Marketplace 365 about COBRA coverage. For questions about COBRA coverage, contact TRI-AD at 1.866.268.0142 (Option 4).</p> | <p>TRI-AD Phone: 1.866.268.0142</p> |
| | <p>Provide information to your dependent about other coverage options, such as the Federal Health Insurance Marketplace.</p> | <p>Federal Insurance Marketplace Online: www.healthcare.gov Phone: 1.800.318.5946</p> |
| | <p>Convert your supplemental child life insurance to individual policy with Lincoln Financial.</p> | <p>Lincoln Financial Online: https://www.mylincolnportal.com/customer/public/login Phone: 1.855.879.6739</p> |
| | <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |

QUALIFIED LIFE EVENTS

Loss of Robert Half Coverage Due to a Reduction in Hours

| Task | Website/Phone Number |
|--|---|
| <p>Understand what will happen to your benefits.</p> <p>The following plans end on the last day of the month in which your employment status change occurs:</p> <ul style="list-style-type: none"> • Medical, dental and vision • Identity protection, legal coverage and pet insurance <p>The following plans end on the date your employment status change occurs:</p> <ul style="list-style-type: none"> • Basic and supplemental life and AD&D insurance • Spending Accounts (HSA*, FSA, commuter benefits) • Critical illness, hospital indemnity, accident insurance • Disability coverage • Universal life insurance <p>* Your HSA will be converted to an individual account</p> <p>For details on our benefit plans, review the Robert Half Benefits Site and refer to your 2020 Benefits Guide.</p> | <p>Robert Half Benefits Site: Online: www.roberthalfbenefits.com www.roberthalfbenefits.com/resources</p> |
| <p>If you continue to work less than 20 hours per week (or 30 hours per week if you're an SPS employee), you may continue to be enrolled in commuter benefits and voluntary insurance products (including supplemental medical insurance, identity protection, legal coverage, pet insurance, auto and home insurance).</p> <p>Temporary professionals in Hawaii have different eligibility requirements. For details, see the 2020 Hawaii Temporary Professional Benefits Guide on the Robert Half Benefits Site.</p> | <p>Robert Half Benefits Site: Online: www.roberthalfbenefits.com/resources</p> |
| <p>A COBRA package will be sent to you from TRI-AD. For questions about COBRA coverage, contact TRI-AD at 1.866.268.0142 (Option 4).</p> <p>You may also consider other health care options, such as the Federal Health Insurance Marketplace or Medicare.</p> | <p>TRI-AD Phone: 1.866.268.0142</p> <p>Federal Insurance Marketplace Online: www.healthcare.gov</p> <p>Phone: 1.800.318.5946</p> <p>Medicare Online: www.medicare.gov</p> |
| <p>Submit Flexible Spending Account (FSA) claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/</p> <p>Phone: 1.866.268.0142</p> |
| <p>Submit commuter benefits claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/</p> <p>Phone: 1.866.268.0142</p> |

QUALIFIED LIFE EVENTS

New Hire/Turning age 26/Newly Met Hours Requirement for Robert Half Coverage

| Task | Website/Phone Number |
|---|---|
| <p>Enroll for benefits within 30 days of becoming eligible on Mercer Marketplace 365. Refer to your 2020 Benefits Guide and other information on the Robert Half Benefits Site for details on your benefit options.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739 Robert Half Benefits Site: www.roberthalfbenefits.com www.roberthalfbenefits.com/resources</p> |
| <p>Designate your life insurance beneficiary on Mercer Marketplace 365.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>If you haven't already, participate in the 401(k)/DSSP plan and review your beneficiary information with Fidelity.</p> | <p>Fidelity Online: www.netbenefits.fidelity.com Phone: 1.800.835.5097</p> |
| <p>With Health Advocate, you can get personalized help making benefit decisions.</p> | <p>Health Advocate Online: www.members.healtadvocate.com (Account ID: Robert Half International) Phone: 1.866.695.8622</p> |
| <p>Contact Mercer Marketplace 365 at 1.855.879.6739 with any enrollment questions.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |

QUALIFIED LIFE EVENTS

Leaving the Company

| Task | Website/Phone Number |
|---|---|
| <p>Understand when your current benefits coverage will end.</p> <p>The following plans end on the last day of the month:</p> <ul style="list-style-type: none"> • Medical, dental and vision • Identity protection, legal coverage and pet insurance <p>The following plans end on your termination date:</p> <ul style="list-style-type: none"> • Basic and supplemental life and AD&D insurance • Spending Accounts (HSA*, FSA, commuter benefits) • Critical illness, hospital indemnity, accident insurance • Disability coverage • Universal life insurance <p>* Your HSA will be converted to an individual account</p> <p>For details on our benefit plans, review the Robert Half Benefits Site and refer to your 2020 Benefits Guide.</p> | <p>Robert Half Benefits Site: Online: www.roberthalfbenefits.com</p> <p>www.roberthalfbenefits.com/resources</p> |
| <p>A COBRA package will be sent to you from TRI-AD. For questions about COBRA coverage, contact TRI-AD at 1.866.268.0142 (Option 4).</p> <p>You may also consider other health care options, such as the Federal Health Insurance Marketplace or Medicare.</p> | <p>TRI-AD Phone: 1.866.268.0142</p> <p>Federal Insurance Marketplace Online: www.healthcare.gov</p> <p>Phone: 1.800.318.5946</p> <p>Medicare Online: www.medicare.gov</p> |
| <p>Submit your Flexible Spending Account (FSA) claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/</p> <p>Phone: 1.866.268.0142</p> |
| <p>Submit your commuter benefits claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/</p> <p>Phone: 1.866.268.0142</p> |
| <p>Convert supplemental life insurance to individual policy with Lincoln Financial.</p> | <p>Lincoln Financial Online: https://www.mylincolnportal.com/customer/public/login</p> <p>Phone: 1.855.879.6739</p> |
| <p>Consider continuing your voluntary benefits:</p> <ul style="list-style-type: none"> • Hospital Indemnity Insurance, Accident Insurance, Critical Illness Insurance, Universal life insurance • Identity protection, Legal coverage, Auto insurance and/or Pet insurance | <p>Supplemental Medical and Universal Life Insurance Online: https://allstatevoluntary.com/mercermarketplace/</p> <p>Phone: 1.800.521.3535</p> <p>Identity Theft Protection</p> |

QUALIFIED LIFE EVENTS

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| | | <p>Online: https://www.privacyarmor.com/</p> <p>Phone: 1.800.789.2720</p> <p>Legal Coverage Online: https://info.legalplans.com/Home/</p> <p>Phone: 1.800.438.6388</p> <p>Auto and Home Insurance Online: www.metlife.com/us-grpautohome/</p> <p>Phone: 1.800.438.6388</p> <p>Pet Insurance Online: https://www.petinsurance.com/</p> <p>Phone: 1.800.540.2016</p> |
| | <p>Contact Fidelity at 1.800.835.5097 regarding your distribution options.</p> | <p>Fidelity Online: www.netbenefits.fidelity.com</p> <p>Phone: 1.800.835.5097</p> |
| | <p>Call the Employee Assistance Program (EAP) at 1.800.424.4485 for counseling or assistance as needed. You and your household members will have access to all EAP services until the last day of the month following your termination or loss of eligibility for benefits. Be sure to register for any counseling sessions prior to the expiration date. You have access to eight sessions, which must be used within six months. Access to the EAP Site does not end.</p> | <p>Magellan Online: https://magellanascend.com/</p> <p>Phone: 1.800.424.4485</p> |
| | <p>Contact Mercer Marketplace 365 at 1.855.879.6739 with any questions.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf</p> <p>Phone: 1.855.879.6739</p> |
| | <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |

QUALIFIED LIFE EVENTS

Spouse/Domestic Partner Loses Coverage

| Task | Website/Phone Number |
|---|--|
| <p>If you were covered under your spouse who lost coverage, you may opt in and/or add spousal coverage within 30 days of the event on Mercer Marketplace 365.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Submit Flexible Spending Account (FSA) claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/ Phone: 1.866.268.0142</p> |
| <p>Submit commuter benefits claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/ Phone: 1.866.268.0142</p> |
| <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |

QUALIFIED LIFE EVENTS

Death of Child/Spouse

| Task | Website/Phone Number |
|---|--|
| Robert Half provides resources and support to help you during this difficult time, including a Lincoln Beneficiary Guide, which includes help for funeral planning. | Lincoln Financial Online: https://www.mylincolnportal.com/customer/public/login |
| If your dependent had life insurance coverage, you'll need to submit a claim. See the Lincoln Beneficiary Guide for instructions, and you can speak with a representative for help with this process. | Lincoln Financial Online: https://www.mylincolnportal.com/customer/public/login Phone: 1.855.879.6739 |
| You must remove your family member as a dependent on your health care coverage within 30 days of the event on Mercer Marketplace 365 . | Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739 |
| Consider updating your life insurance beneficiary on Mercer Marketplace 365 . | Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739 |
| Update your 401(k)/DSSP beneficiary with Fidelity . | Fidelity Online: www.netbenefits.fidelity.com Phone: 1.800.835.5097 |
| Update your will or trust with Hyatt Legal . | Hyatt Legal Plan Online: https://info.legalplans.com/Home/ Phone: 1.800.438.6388 |
| Through the EAP, you have access to support services as needed. Call the Employee Assistance Program (EAP) at 1.800.424.4485 as many times as you need. You may also receive up to eight face-to-face sessions per topic with a counselor. | Magellan Online: https://magellanascend.com/ Phone: 1.800.424.4485 |
| Refer to "Life Events and Your Benefits" on RH Connect , Protiviti's iShare , or the SPS Portal . | Life Events and Your Benefits Online: <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsps.sharepoint.com/sites/main/benefits/pages/life-events.aspx |

QUALIFIED LIFE EVENTS

Leave of Absence

| Task | Website/Phone Number |
|--|---|
| <p>Call Broadspire, Robert Half’s Leave Administrator, at 1.877.603.9687 to report your leave 30 days before the leave start date, or as soon as possible.</p> | <p>Broadspire Online: www.myleavetech.com Phone: 1.877.603.9687</p> |
| <p>Read the following documents found on RH Connect, Protiviti’s iShare, or the SPS Portal.</p> <ul style="list-style-type: none"> • Employee Handbook • Leave of Absence Manuals • Leave of Absence checklist • How to File for a Leave of Absence and Disability Benefits <p>If you are enrolled in any of the Robert Half health plans, you’ll receive information about your health care coverage while on leave, including paying for coverage.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |
| <p>Consider other resources available to you during your leave, including:</p> <ul style="list-style-type: none"> • Health Advocate can assist with medical claims and billing problems. • Best Doctors can provide you with medical advice, second opinions and treatment plans for the condition, if you’re enrolled in a Robert Half medical plan. • The Employee Assistance Program allows you to access counseling or assistance as needed. | <p>Health Advocate Online: www.members.healtadvocate.com (Account ID: Robert Half International)</p> <p>Phone: 1.866.695.8622 Best Doctors Online: https://members.bestdoctors.com/</p> <p>Phone: 1.866.904.0910</p> <p>Magellan Online: https://magellanascend.com/</p> <p>Phone: 1.800.424.4485</p> |
| <p>Refer to “Life Events and Your Benefits” on RH Connect, Protiviti’s iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |

QUALIFIED LIFE EVENTS

Spouse/Domestic Partner Gains Other Coverage

| Task | Website/Phone Number |
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| <p>You may waive or remove spousal coverage. Change your benefits coverage within 30 days of the event on Mercer Marketplace 365. Your benefit elections or changes must be consistent with the event.</p> | <p>Mercer Marketplace 365 Online: www.mercermarketplace.com/roberthalf Phone: 1.855.879.6739</p> |
| <p>Submit Flexible Spending Account (FSA) claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/ Phone: 1.866.268.0142</p> |
| <p>Submit commuter benefits claims.</p> | <p>TRI-AD Online: https://yourflexbenefits.mercermarketplace365.com/ Phone: 1.866.268.0142</p> |
| <p>Refer to "Life Events and Your Benefits" on RH Connect, Protiviti's iShare, or the SPS Portal.</p> | <p>Life Events and Your Benefits Online:</p> <ul style="list-style-type: none"> • RH Connect: https://roberthalf.sharepoint.com/sites/us/employee-focus/Pages/life-events.aspx • Protiviti: https://ishare.protiviti.com/internal-ops-hr/hr/benefits/Pages/Life-Events---Your-Benefits.aspx • SPS Portal: https://rhsp.sharepoint.com/sites/main/benefits/pages/life-events.aspx |