



UNIVERSITY OF MARYLAND BIOTECHNOLOGY INSTITUTE
Office of Operations and Finance

**Summary of Benefits
For
Contingent Category II Employees**

Contingent Category II employees (“Contingent employees”) whose contracts so stipulate are eligible to participate in the Benefits Plans available to employees of the State of Maryland and the University of Maryland System. Payroll deduction of premiums for these plans is not available, and the Contingent employee must remit payments with payment coupons directly to the Maryland State Department of Budget and Management (DBM).

Health Benefits

The available plans are:

State of Maryland Plans

Health Insurance Plans

Prescription Drug Plan

Dental Plan

Personal Accident & Dismemberment Plan

Life Insurance Plan

Additional University System of Maryland Plans

Long Term Disability Insurance

Optional Group Life Insurance

Pension Plans

Contingent employees may not participate in either the State of Maryland Pension Plan or the Optional Retirement Plans. However, they may participate in a Supplemental Retirement Annuity (SRA), which is a completely employee-paid program. SRA plans are offered by PEBSICO, TIAA-CREF, AIG-VALIC, and Fidelity.

Paid Leave

Contingent employees earn a minimum of 5 days annual leave, 3 days sick leave and 8 paid holidays and a maximum of the leave available to regular status employees in the equivalent employment categories. Annual and sick leave are earned on a biweekly basis in the same manner as regular employees. The amount of each leave type is stated in the employment contract. Paid leave for Contingent employees is administered consistent with the policies for the equivalent employment category. The disposition of leave at the end of the contract period is also stated in the individual employment contract.

Direct Deposit

Effective with those hired on 1/1/01 and after, all employees earning a biweekly salary are required to participate in the direct deposit program. Upon specific request to the State, an employee may be exempted from this requirement.