



Recruiter Summary — UK Employees

April 1, 2025, through March 31, 2026

We recognize that benefits are an integral and valuable component of your total compensation package. At Tapestry Solutions we provide employees with a comprehensive, high quality and affordable employee benefits program.

Please take a moment to read through this brochure to familiarize yourself with the benefits available to employees of Tapestry Solutions. This brochure is intended to be a high-level summary of the benefit plans we offer as of April 1, 2025

Medical Plan Options

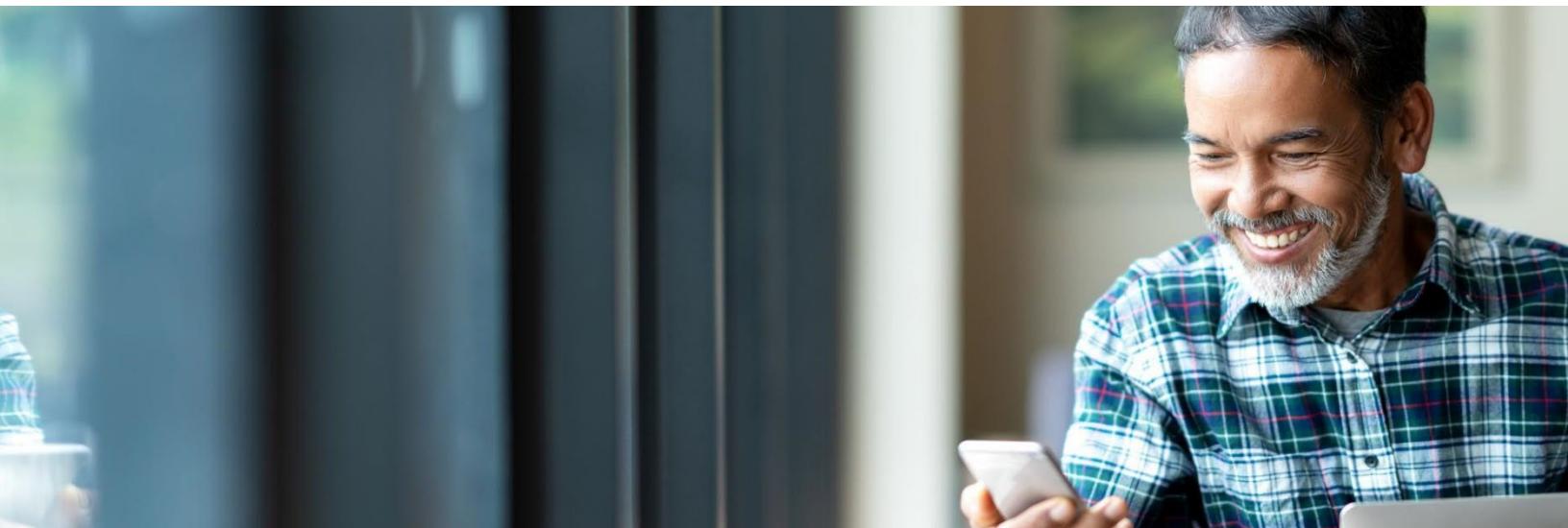
Tapestry Solutions employees can elect single coverage in a supplemental health insurance which has some inclusions for dental and vision coverage.

Additional Benefits

In addition to the medical coverage, Tapestry Solutions offers life assurance, EAP, paid time off, pension scheme and business travel accident insurance.

Eligibility Information

Full-time employees who have successfully completed their three (3) month probationary period may be eligible for benefits.



Medical Insurance - Bupa Select Health

Tapestry Solutions (Miro Technologies) is pleased to offer you the option to enroll in Bupa supplementary health insurance for single coverage only.

Please refer to the full Bupa policy document for details regarding the applicable benefits. The policy document, together with your membership certificate, shows the full terms of our health insurance coverage.

Highlight of the Benefits Scheme – The table below must be read in conjunction with Bupa's terms and conditions

Benefit Area	Benefit Level
Inpatient and day care treatment	Full refund
Out-patient consultations, therapies and diagnostic tests	Full refund (£1,000 limit on therapies)
Out-patient complementary medicine treatment	Up to £250 each year within your available out-patient therapies limit
Mental Health Treatment	Inpatient/Day case – Limited to 45 nights Bupa pre-authorized treatment per person, per scheme annum Outpatient – included within the outpatient limit
NHS cash benefit	£50 per person per night up to 35 nights per scheme annum
Home nursing	Up to £2,000 per person, per scheme annum immediately following private eligible inpatient treatment and is medically necessary
Private ambulance	Up to £80 for any single trip per person with no annual maximum. Only payable if medically necessary to travel by ambulance
Parents accompany children	Full refund for one parent only per night staying with a child under 17 years of age receiving eligible inpatient treatment
Cancer coverage	Full refund in accordance with the insurer published table of benefits
Optical, Accidental Dental Injury, Prescription Cash Benefit	Included: Optical – Up to £100 in any two-year benefit scheme Accidental Dental – Up to £900 each year Prescription – Up to £20 each scheme year Process: To claim the above additional cash benefit, ensure you keep a copy of the receipts. You must send a copy of the receipts to Bupa at electexistingbusiness@bupa.com . When you email the receipts, ensure to include the following information within the body of the email: <ul style="list-style-type: none">• Company Name: Miro Technologies Limited• Policy Number: 37118500007• Employee Name• Employee Bupa Registration number (if known) If you provide your bank details, Bupa can process the reimbursement directly to your bank account or they can send you a cheque.

Medical Insurance - Bupa Select (cont'd)

Three documents contain details regarding how your health insurance works:

- The policy guide contains the general terms and all the possible coverages for Bupa Select policies.
- Your membership certificate details your personalized coverage and allowances.
- Any confirmation of special conditions, if any special conditions apply, for you or your dependent (if applicable).

Although they are separate documents, they should be reviewed together. You will receive updated documents each year based on your most recent coverage start date.

HealthLine Services

If you have any health questions or concerns, call the confidential Bupa Anytime HealthLine at 0345 604 0537 to speak to qualified nurses anytime, day or night. They have practical and professional experience and skills to help.

How to get in touch with Bupa:

- **Bupa digital account**

Your secure online account allows you to view your Bupa policy documents and personalized coverage information from anywhere. Visit bupa.co.uk to create your account or download the Bupa Touch app.

- **Webchat**

For answers to general questions and to authorize consultations, tests, and treatment, you can chat using your online account or by visiting bupa.co.uk.

- **Call**

For questions about your coverage or to authorize consultations, tests and treatment, please call the number on your membership certificate.

- **If you have hearing or speech difficulties**

You can use the Relay UK service, visit www.relayuk.bt.com for more information. If you have sight difficulties, Bupa can provide documents in different formats, including braille, large print, and audio.

- **Write**

You can write to Bupa at Bupa Place, 102 The Quays, Salford M50 3SP.

How to get treatment

The Bupa Direct Access service should be used to obtain treatment for cancer, mental health, and conditions associated with the muscles, bones, or joints. You can call Bupa about your symptoms without needing a referral from a General Practitioner (GP). They will provide support, advice, and a referral for consultations, tests, or treatment. You can find more information about Bupa's Direct Access service at bupa.co.uk/direct-access.

Treatment for all other health conditions should be coordinated by scheduling a free Bupa digital GP appointment or with your own GP. If you need a consultation, tests or treatment, ask the GP for an open referral and contact Bupa. They can then help you find a consultant or healthcare professional covered by our policy. Bupa may also accept referrals from other healthcare professionals. Find out more at bupa.co.uk/referrals.

Life Assurance Scheme

Tapestry Solutions provides company-paid life assurance scheme through Canada Life to assist you and your family in the event of a loss. The life assurance scheme is as follows:

Scheme Benefits	
Benefit	Details
Eligibility	All employees between the ages of 16 and 70
Benefit Basis – Lump sum	4x scheme salary

Important Reminder!

Assign a beneficiary or living trust to ensure your assets are distributed according to your wishes.



Business Travel Accident Insurance

Tapestry Business Travel Accident (BTA) insurance is through American International Group, Inc. (AIG). The AIG offers improved business travel benefits and dedicated support focused on the safety and well-being of all employees who travel on behalf of the company. Your health and security are our top priorities, and this policy aims to provide added peace of mind during work-related travel. U.K. employees are eligible for further country-required benefits as outlined in the policy addendum document.

Key Features of the New Business Travel Accident Policy:

- **24/7 Support:** A dedicated 24/7 support hotline via Travel Guard is available for all travel-related incidents and emergencies.
- **AIG Travel Assistance Mobile App:** Provides convenient 24/7 access to the most recent travel, security, and health information. Key features include country reports, city guides, information on conditions that could impact travel, security awareness training, GPS-enabled medical provider directories, currency converters, and much more!
- **Accident Coverage:** Provides coverage in the event of an accident during business travel, whether it's on transportation, at a work event, or while at a business destination.
- **Emergency Medical Assistance:** Access to emergency medical care and support, including medical evacuation and repatriation.
- **Security Assistance:** Access to security and safety advisories, security evacuation assistance with on-the-ground physical response, and 24-hour response services to assist employees and their families during an incident.
- **Disability Benefits:** Employees who suffer a serious injury that results in disability are eligible for financial support.
- **Travel-Related Death Benefit:** Designated beneficiaries will receive financial compensation if an employee suffers a fatal accident while traveling on business.

We encourage all employees to familiarize themselves with the policy details and understand how it may benefit them before traveling for business. The policy documents and insurance card are in the resources area below.

American International Group, Inc. (AIG) Contact Information:

- Website: <https://aig.com/us/travelguardassistance>
- U.S toll-free: 1 (877) 244-6874 or 1 (877) 278-7196
- International: +1 715 346 0859 or +1 715 295 9973
- Email: assistance@aig.com

Resources:

- [AIG Travel Employee Insurance ID Card](#)
- [AIG Claims Kit Brochure](#)
- [Business Travel Accident \(AIG\) Benefits Summary](#)
- [U.K. BTA Policy Addendum](#)
- Learn more about the AIG Travel Assistance mobile app, click [here](#)

The policy and related documents are posted on the HR SharePoint website on the [travel page](#) for easy access.

Relax With Paid Holidays Benefits

Tapestry Solutions believes every employee should have the opportunity to enjoy time away from work to help maintain work-life balance. The company's generous Paid Holidays program is designed to give you greater flexibility and the opportunity to manage your own paid holidays. You decide how to use your earned time, whether it's for a vacation or personal business.

The annual Paid Holiday is 25 days per year. Employees may, with their manager's approval, carry forward a maximum of 8 unused days each year. For new hires, paid holidays will be frontloaded, and the amount will be prorated based on the employee's start date.

Company Public Holidays

The company grants Public Holidays to employees and recognizes 8 each year in the United Kingdom. The schedule is set based on each year's calendar. The Public Holiday schedules can be found on the [HR SharePoint](#) site.

Save for your future with Scottish Widows

The company retirement savings plan.

You must be 22 or over to participate. Please be aware that if you opt out of the Pension scheme, the Company is required to re-enroll you after three (3) years. If you choose to opt out again, you can go back into the system and opt out.

There's no limit on the amount you can contribute to a registered pension scheme. U.K. residents under age 75 may receive tax relief on contributions to registered pension schemes.

	Contribution Percentage
Employer:	5%
Employee:	5%
Total:	10%

You may make changes to your contribution percentage at any time during the year at

<https://www.scottishwidows.co.uk/save/boeinguk.html>.

Scottish Widows Support Center Telephone: 0800 121 6509 (8:00 AM – 5:30 PM, Monday to Friday).

If you aren't sure what options are available, you should talk to a financial advisor. Financial advice is not covered, and you will have to pay for any advice you receive. If you don't have a financial advisor, you can find one at [unbiased.co.uk](#) or [vouchedfor.co.uk](#).

How to contact Scottish Widows:

By phone: 0800 121 6509 (8:00am to 6:00pm, Monday to Friday)

By post: Scottish Widows Workplace Savings, PO Box 24173, 69 Morrison Street, EDINBURGH, EH3 1HP

By email: workplacesavings@scottishwidows.co.uk

Employee Assistance Program (EAP)

An Employee Assistance Program is offered in conjunction with our benefits and is a free, confidential counseling assessment and referral service for employees and their household family members. The EAP provides access to trained professionals in individual, marriage and family counseling, as well as employee assistance. In the United Kingdom you can access the EAP by calling **+ 44 800 066 8208**, visiting [Spring Health \(Boeing Benefits\)](#) or downloading their mobile app. Additional information on the program can be found by visiting <https://eap.web.boeing.com/intl-spring-health.asp>.

There are a broad range of services available, including but not limited to:

- Marital or Family Counseling
- Parental Guidance
- Legal Consultation
- Financial Counseling
- Emotional or Mental Health Assistance
- Substance Abuse
- Stress

You can call the EAP for telephonic counseling as many times as you need, and you also have access to 10 free counseling and coaching sessions per year. Counselors will be able to assess your situation, recommend an action plan, and/or refer you to other resources if necessary.

All calls into the EAP program are 100% confidential. Participation is not documented and will not be reported to your Employer.

