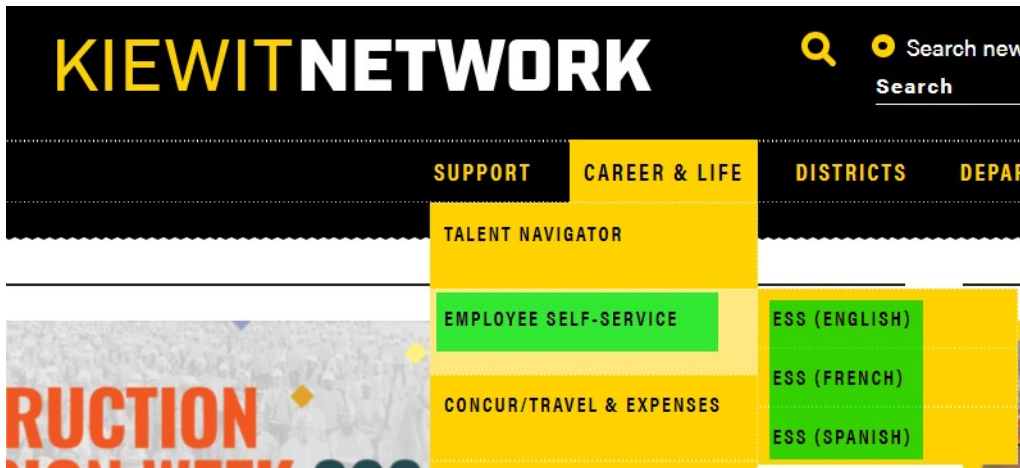
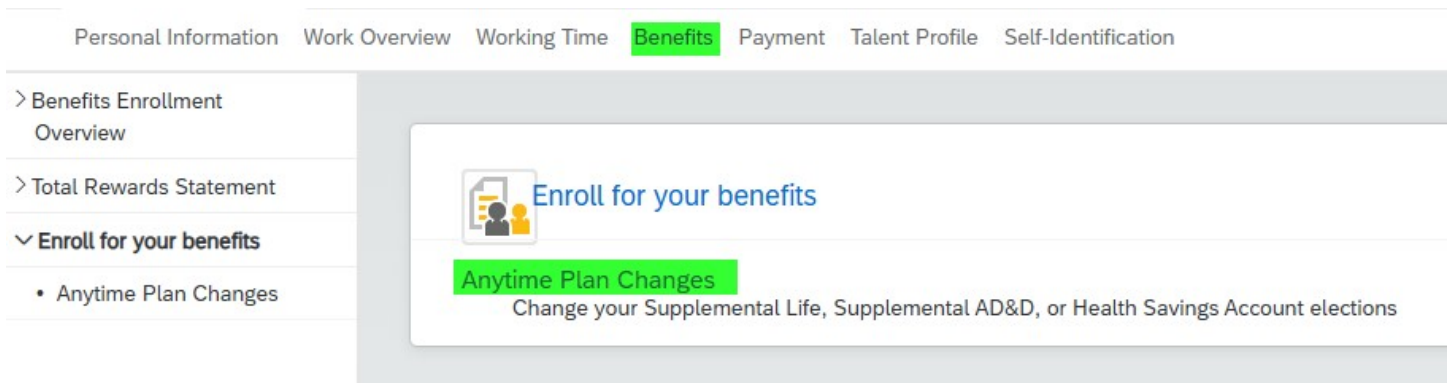


UPDATE HEALTH SAVINGS ACCOUNT ESS INSTRUCTIONS

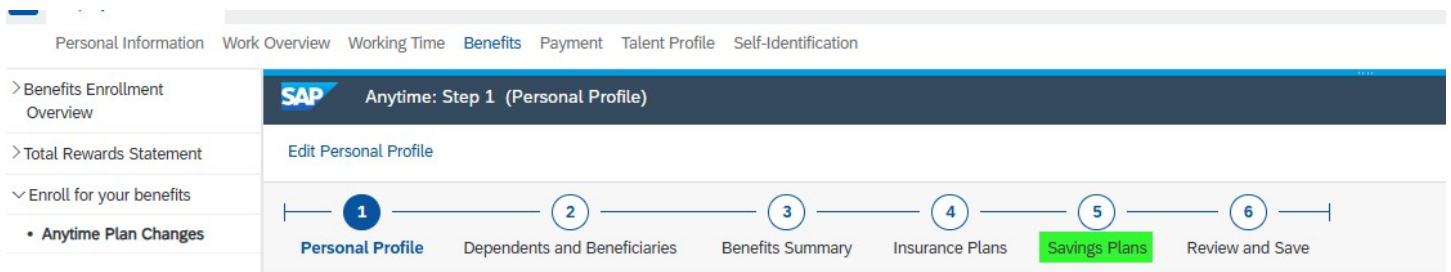
Go to the KiewitNetwork (<https://kiewitnetwork.kiewit.com/>) > click on Career & Life > Employee Self-Service > ESS English, French, Spanish.



Once in ESS, click on **Benefits** and then **Anytime Plan Change**.



After accepting the terms and conditions go to **Step 5 Savings Plans**:



STEP 5

You can update your weekly contribution by clicking on **Pencil** icon to add your **weekly** contribution.

SAP Anytime: Step 5 (Savings Plans)

1 Personal Profile 2 Dependents and Beneficiaries 3 Benefits Summary 4 Insurance Plans 5 Savings Plans 6 Review and Save

Enroll in Savings Plans

Act...	Plan Type	Starts On	Status	Plan Name	Primary Beneficiaries	Pre-Tax Costs	Post-Tax Costs
<input checked="" type="checkbox"/>	Health Sav Acct	09/30/2025	Current	Health Savings Account		166.0000 USD4 Weekly	

Health Savings Account Contributions

In order to elect an HSA, you must be enrolled in the Health Savings Plan.

You may enter your desired weekly HSA contribution amount which will be deducted on a per pay period basis. By enrolling in the plan you are certifying that you meet all qualifications to contribute your elected HSA amount and that you are responsible for any penalties incurred on ineligible or excess contributions.

In addition to your contribution, Kiewit will make a weekly contribution to your account. The employee and employer contributions combined cannot exceed the IRS annual limits. You can find the IRS limits on IRS.gov or on www.myjobbenefits.com along with additional information on the HSA Plan.

Please Note: If you are age 55 or older in the calendar year, you are eligible to make an additional "catchup" contribution of \$1,000.

Enter Health Sav Acct Plan Information

Select Plan

Plan Name

Health Savings Account

Regular Contribution

Period: Weekly

Pre-Tax Amount: USD4 (Minimum 0.0000 USD4 - Maximum 8,550.0000 USD4)

Once you have made the changes, click **Add** to continue and then **Next**.

STEP 6

Review all your changes and click **Save** bottom right page. If you do not click save your elections will NOT save.

SAP Anytime: Step 6 (Review and Save)

To save your changes, please click Save below

1 Personal Profile 2 Dependents and Beneficiaries 3 Benefits Summary 4 Insurance Plans 5 Savings Plans 6 Review and Save


Please review your benefit plans and beneficiary selections below. You must hit the Save icon at the bottom of the page in order for these elections to process.

Plans to be Changed

Plan Type	Starts On	Status	Plan Name	Option	Credit Amount	Coverage	Dependents	Primary ...	Post-Tax Costs	Contingent Beneficiaries	Pre-Tax Costs
Health Sav Acct	09/30/2025	Current	Health Savings Account								166.0000 USD4 Weekly
	09/30/2025	New	Health Savings Account								167.0000 USD4 Weekly

To see an overview and print your benefit selections, click **Benefit Elections Summary**.

What do you want to do next?

[Print Benefit Elections Summary](#) 

[Go to Enrollment](#)

[Go to Benefits Participation Overview](#)

Here is a summary of your saved elections. You can Print a Benefit Election Summary to review and SAVE FOR YOUR RECORDS.

If you have questions, please call the Benefits Office at 855-329-7907.

Benefit Elections Summary

Plan Type	Starts On	Status	Plan Name	Option	Credit Amount	Coverage	Dependents	Prim
Medical	01/01/2021	Current	Health Savings Plan	Coverage Elected				
Dental	03/15/2015	Current	Dental Plan	Coverage Elected				
Vision	01/01/2016	Current	Staff Vision Plan	Coverage Elected				

Benefits Confirmation

Employee Information

Employee Name: [Redacted]

Employee ID: [Redacted]

Employee Title: [Redacted]

Date

10/17/2024

Type of offer	
Offer from	to

Personnel number	40040122
Personnel area	O2222 TIC-TX-Westlake

Name of employee	Shankar, Chandras
Org. Unit	50867677