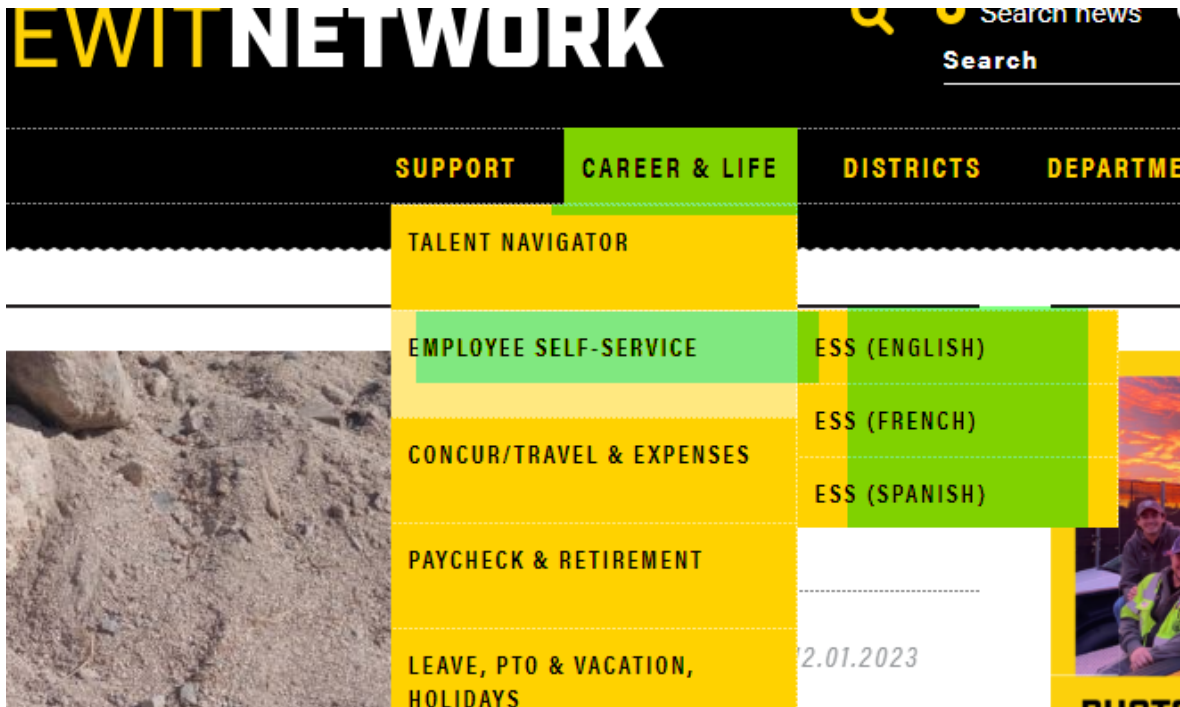
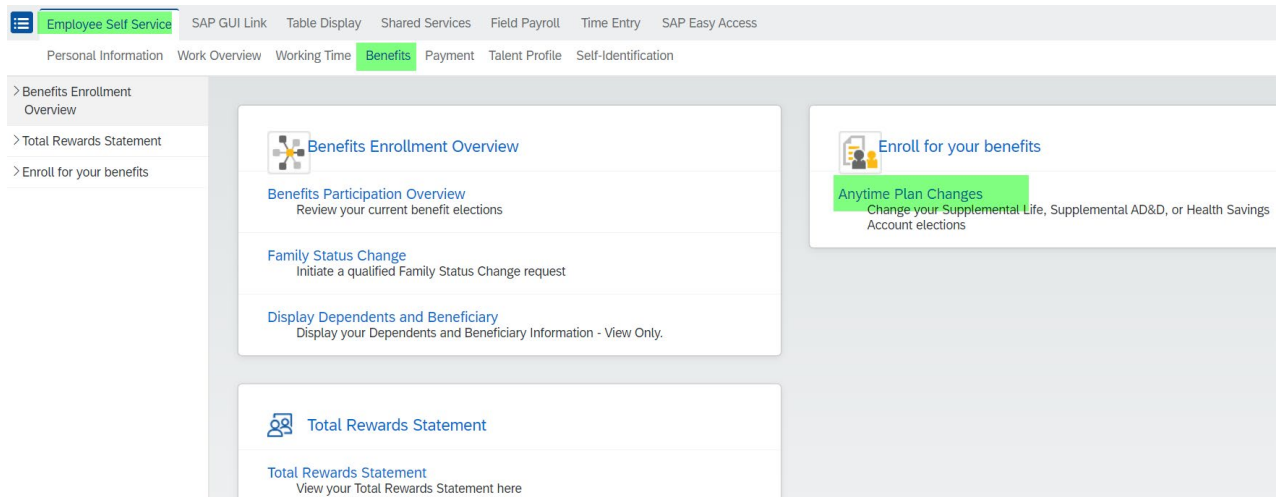


BENEFICIARY CHANGES

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



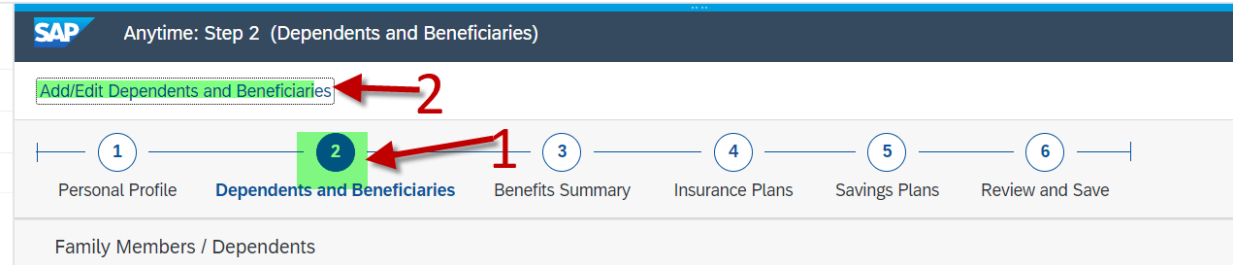
Once in ESS, click on Benefits and then Anytime Plan Change.



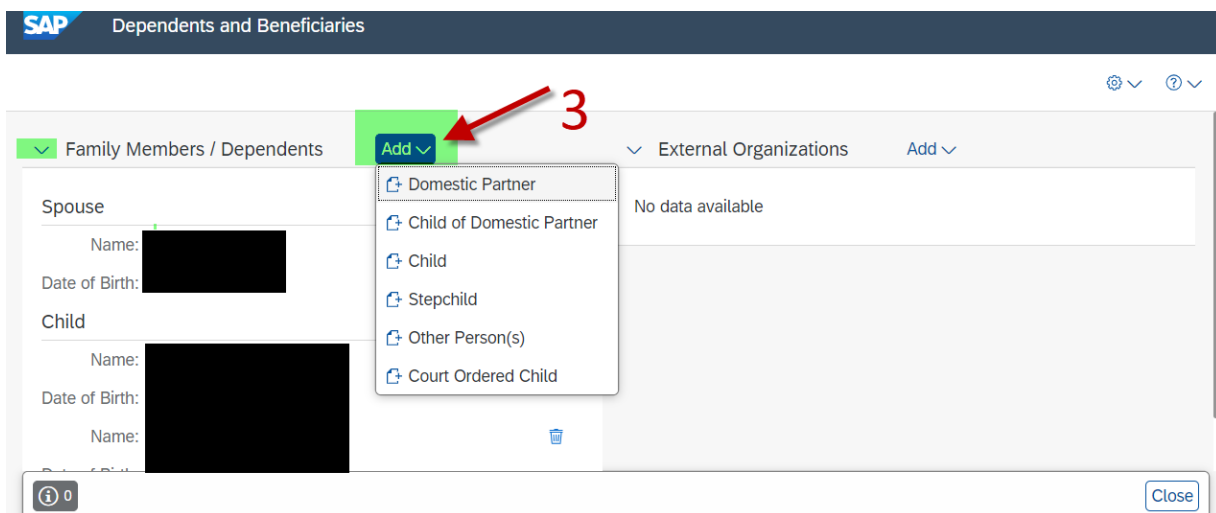
BENEFICIARY CHANGES

After accepting the terms and conditions follow the steps below:

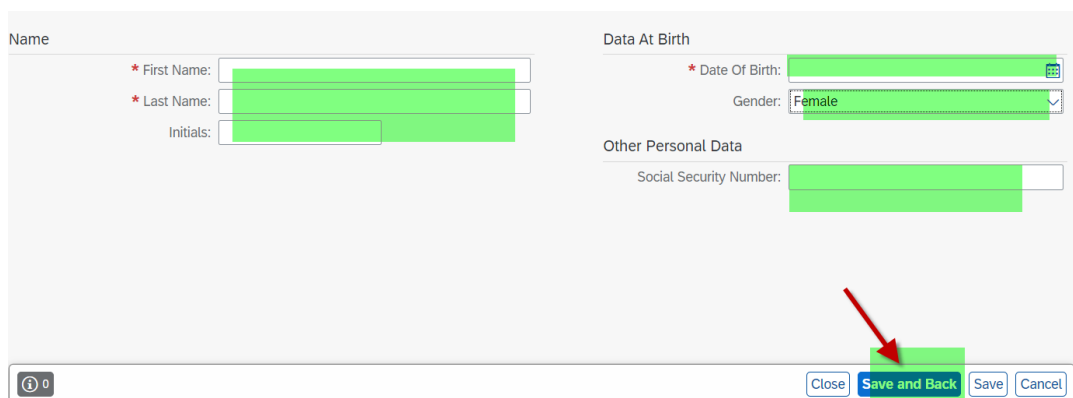
- 1) Go to step 2
- 2) Your current dependents/beneficiaries will be displayed (if applicable). To add a new dependent, click on “Add/Edit Dependents and Beneficiaries” and a new window will pop-up.



- 3) You will NOT delete any beneficiaries on this step. You will only ADD any new beneficiary information on this step. To ADD new beneficiary information click on the Add button. If you don't see the Add button, make the screen bigger. If you don't need to add any dependent/beneficiary, skip this step 3, 4, 5.

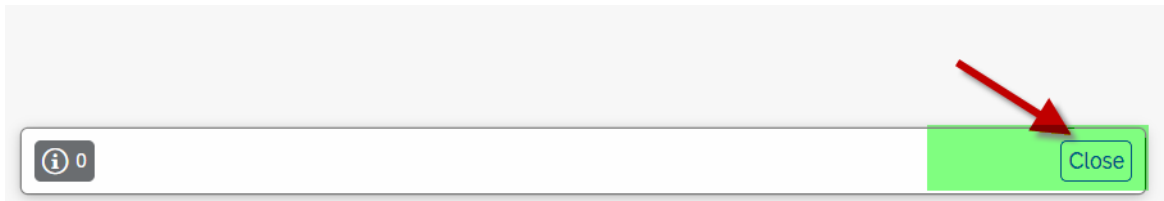


- 4) Add the dependent information and click on “Save and Back”

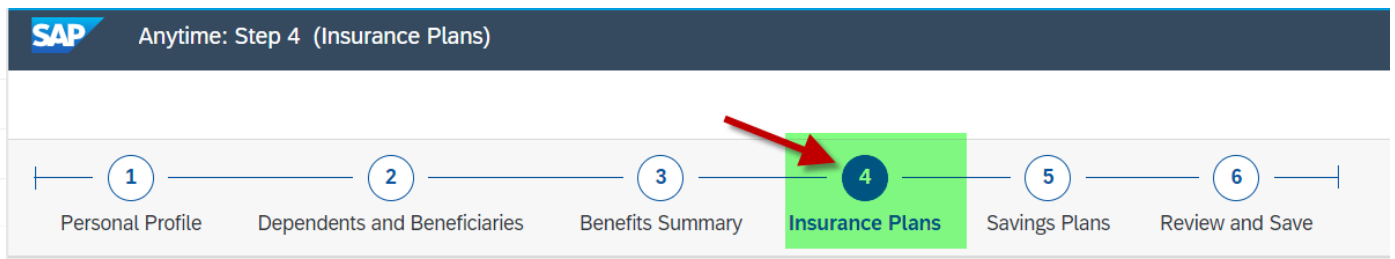


BENEFICIARY CHANGES

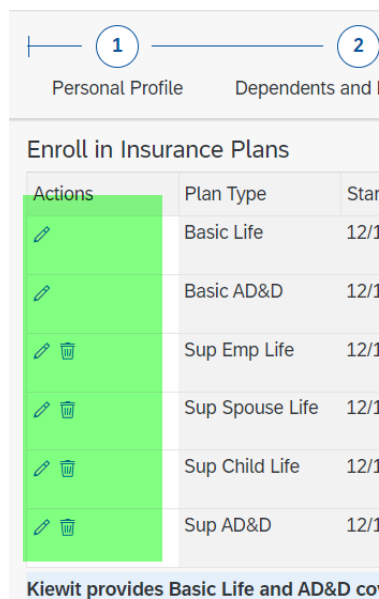
- 5) After you click save and back and finish adding the dependent information, click on “close”. **Please Note:** In this step, you have only added information about the new dependent/beneficiary. Once you have added a new dependent/beneficiary, you **must** continue through the enrollment steps. **You are not allowed to delete any existing dependents/beneficiaries on step2.**



- 6) **Go to Step 4 to update** beneficiaries or elect Supplemental Life/AD&D by clicking on the action icons that are on the left side.



- 7) To add or update beneficiaries, click on the action icons. Once you click on the action icon a new window will pop up where you can designate your beneficiaries and/or add the coverage.



- 8) On the new window, make the changes to your beneficiary(ies). Once you have made the changes, click “add” to continue.

BENEFICIARY CHANGES

Select a Basic Life Plan

Plan Name	Option	Coverage	Pre-Tax Costs	Post-Tax Costs
<input checked="" type="radio"/> Basic Employee Life	Company Provided	[REDACTED]		

Designate Beneficiaries

Name	Relationship	Primary Percentage (%)	Contingent Percentage (%)
[REDACTED]		100	0
		0	50
		0	50
Total		100	100

If you need to update your beneficiaries for the Voluntary Plans, please send an inquiry to benefits@kiewit.com.

- 9) After you are done updating your beneficiaries, go to the last step to review and save and click "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.

Unchanged Plans

Plan Type	Start...	Sta...	Plan Name	Option	Credit Amount	Coverage	Dependents	Pri...	Conti...	Pre-Tax Costs	Post-Tax Co...
Basic Life	[REDACTED]	Cur...	Basic Employee Life	Company Provided		[REDACTED]					
Basic AD&D	[REDACTED]	Cur...	Basic AD&D	Company Provided		[REDACTED]					
Sup Emp Life	[REDACTED]	Cur...	Supplemental Employee Life	Coverage Elected		[REDACTED]					
Sup Spouse Life	[REDACTED]	Cur...	Supplemental Spousal Life	Coverage Elected		[REDACTED]					
Sup Child Life	[REDACTED]	Cur...	Supplemental Child Life	Coverage Elected		[REDACTED]					
Sup AD&D	[REDACTED]	Cur...	Supplemental AD&D	Employee + Family		[REDACTED]					
Health Sav Acct	[REDACTED]	Cur...	Health Savings Account			[REDACTED]					

USD4 weekly

Once you click save a summary of benefits will display. REVIEW and make sure your changes are reflected. Click on Print Benefit Elections Summary to print a copy for your record.

BENEFICIARY CHANGES

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																																																																												
	Date: 07/01/2015																																																																											
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Type of offer</th> </tr> <tr> <td style="width: 50%;">Offer from</td> <td style="width: 50%;">to</td> </tr> <tr> <td></td> <td></td> </tr> </table>	Type of offer		Offer from	to																																																																							
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