Baby Steps

What to know and do to prepare for your new arrival.
Mom and Dad’s to-do list.

Before baby arrives.

• Enroll in HealthyMoms HappyBabies by calling BlueCarpet at 1-866-529-1675 — don’t delay or you’ll miss out on earning the full 4,000 points toward free gifts!

• Talk to your Crewleader about your expected leave dates.

• Call up to two weeks before your last day of work to start the leave of absence process.

• Call your medical plan provider — UnitedHealthcare at 1-866-540-5929 or Anthem BlueCross BlueShield at 1-866-627-0709 — up to 30 days before your due date to request a free breast pump.

After baby arrives.

• Follow-up with Sedgwick (MetLife for Pilots) and your Crewleader to inform them of your new arrival and leave of absence start date.

• Send Direct Bill payments to PayFlex to keep your benefits active.

• Keep in touch with your Crewleader while out on leave.

• When you are ready to return, contact your Sedgwick* Case Manager and your Crewleader, and complete the return to work form.

• Within 90 days following your child’s birth date, be sure to add him or her to your health care benefits.

• Update your tax withholdings and beneficiaries, as needed.

• Redeem points earned from participating in HealthyMoms HappyBabies at www.jbhealthymoms.com.

• Call BlueBenefits at 1-800-466-5062 or email BlueBenefits@jetblue.com if you need assistance.

• Enjoy your time with your little one!

*MetLife for Pilots.
Want cool stuff for your new baby? Then sign up for HealthyMoms HappyBabies!

Just call BlueCarpet at 1-866-529-1675 to enroll and speak with a maternity nurse. As you complete the program, you earn points that are redeemed for great baby items...like these:

- Let’s Go For a Stroll
- Activity Center
- Sweet Dreams
- Rock-a-Bye-Comfort

Visit www.jbhealthymoms.com for more information.

The JetBlue Benefits and programs outlined in this brochure are only highlights. If there is any difference between what’s printed in this brochure and the actual plan documents and policies, the plan documents will govern.
Having a baby is an exciting time — and JetBlue couldn’t be more thrilled for you! Since you’ll have a lot on your plate during pregnancy, the BlueBenefits team has created this resource guide. It’s full of useful information on what to expect at JetBlue as you prepare for your new arrival.

Inside, you’ll find details on our maternity rewards program — **HealthyMoms HappyBabies** — as well as how to take a leave of absence, how to return to work and how to add your new baby to your health benefits. There’s even a checklist to help you stay on track!

And remember: Anytime you have questions or concerns about your pregnancy, you can call BlueCarpet to speak with an experienced maternity nurse.

**BlueCarpet**
1-866-529-1675
Support and gifts during your pregnancy.

One of the first items on your “to-do” list should be registering in JetBlue’s HealthyMoms HappyBabies program through OptumHealth. HealthyMoms HappyBabies pairs you with a dedicated maternity nurse who provides information and advice throughout your pregnancy, even after delivery. And, you can earn great incentives along the way!

What you get.

Participating in HealthyMoms HappyBabies can earn you up to $250 in Healthy Rewards ($50 for enrolling in the program and $200 upon program completion). Plus, you earn points along the way that can be used for much needed baby supplies — such as strollers, gift cards, monitors, car seats, cribs and much more.

How it works.

<table>
<thead>
<tr>
<th>WHEN YOU ...</th>
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<tbody>
<tr>
<td>Enroll and complete the 1st trimester assessment with your nurse, focusing on lifestyle risks</td>
<td>Complete the 2nd trimester assessment, focusing on conditions related to pregnancy</td>
<td>Complete the 3rd trimester assessment, focusing on labor and delivery</td>
</tr>
<tr>
<td>You earn ... 1,600 points</td>
<td>You earn ... 400 points</td>
<td>You earn ... 500 points</td>
</tr>
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</table>

WHEN YOU …

2 BlueBenefits 1-800-466-5062
BlueBenefits@jetblue.com
lifeisbetterinblue.com
The earlier you enroll, the more points you can earn. And once you earn 2,000 points, you can begin redeeming them for gifts. For a glimpse of what you can get, visit [www.jbhealthymoms.com](http://www.jbhealthymoms.com).

**Sign up today!**

To sign up, just call [BlueCarpet](tel:1-866-529-1675) at **1-866-529-1675**. You’ll need to make the call to sign up because an OptumHealth nurse will not know to reach out to you. Don’t delay — enroll during your 1st trimester and start earning points for you and your baby!

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**Daddy duties.**

Hey Dad, be sure your new mom-to-be signs up with HealthyMoms HappyBabies as soon as possible to enjoy redeeming 4,000 points for great gifts!

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<table>
<thead>
<tr>
<th>WHEN YOU ...</th>
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<tbody>
<tr>
<td>Complete the post-partum depression screening two weeks after delivery</td>
<td>Complete the post-partum depression screening six weeks after delivery</td>
</tr>
<tr>
<td>You earn ... 500 points</td>
<td>You earn ... 1,000 points</td>
</tr>
</tbody>
</table>

4,000 points in total!
Taking time off for

What to know about taking a leave of absence.

You’ll need time off from JetBlue for pregnancy and childbirth. And this time off can come in many forms, coordinated together and even overlapping. Here are the basics for taking a leave of absence. For more information, visit the Leaves of Absence tab on lifeisbetterinblue.com.

How leave time overlaps.

Here’s how your leave may look based on time off available to you and the length of time you take. And remember, any PTO you take is added in.

BEFORE BABY ARRIVES

- Family Medical Leave (FML)
- Short/Long Term Disability Benefits
- State Disability
- Applicable State Leaves
- JetBlue Parental Leave (See Departmental Guidelines)

AFTER BABY ARRIVES
Voluntary Short Term Disability (VSTD).
This is disability coverage you elect through JetBlue, administered by Sedgwick. Just contact Sedgwick at **1-844-341-8632** (Pilots contact MetLife at 1-888-343-6889) to start your disability leave.

| Who qualifies. | All Crewmembers who have been enrolled in VSTD coverage for 90 days.  
*Note: If your pregnancy begins in the first 90 days (or if you were pregnant during the 3 months before enrolling for VSTD), you will not be eligible for benefit payments.* |
<table>
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<tbody>
<tr>
<td>When it begins.</td>
<td>After you’ve been off work for more than 7 consecutive calendar days due to pregnancy or childbirth. (Since there is a 7-day waiting period before disability benefits can be paid, you may use PTO if you wish to receive pay during this time.)</td>
</tr>
</tbody>
</table>
| How long it lasts. | Typically, 6 weeks for vaginal or cesarean delivery. Some state disability programs allow 8 weeks for cesarean delivery; check with Sedgwick. VSTD benefits can extend up to 26 weeks (based on medical necessity).  
If you’re medically certified as "disabled" after 26 weeks, you may qualify for Long Term Disability (LTD) benefits. |
| Benefit payment. | Your JetBlue salary stops while on disability leave; however, you’ll receive benefit payments from Sedgwick according to the VSTD coverage level you elected:  
- **VSTD High Plan:** 60% of your basic earnings, up to $3,000 per week.  
- **VSTD Core Plan:** 60% of your basic earnings, up to $1,500 per week.  
- **VSTD Low Plan:** 40% of your basic earnings, up to $1,500 per week. |
Where to go for your Leave of Absence.

Pilots

<table>
<thead>
<tr>
<th>MetLife</th>
<th>Sedgwick</th>
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</thead>
<tbody>
<tr>
<td>Short and Long Term Disability</td>
<td>Family Medical Leave, Personal, Parental and Military</td>
</tr>
<tr>
<td>1-888-343-6889</td>
<td>1-844-341-8632</td>
</tr>
<tr>
<td>mybenefits.metlife.com</td>
<td>claimlookup.com/jetblue</td>
</tr>
</tbody>
</table>

All other Crewmembers

<table>
<thead>
<tr>
<th>Sedgwick</th>
<th>MetLife</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Term Disability, Family Medical Leave, Personal, Parental and Military</td>
<td>Long Term Disability</td>
</tr>
<tr>
<td>1-844-341-8632</td>
<td>1-888-343-6889</td>
</tr>
<tr>
<td>claimlookup.com/jetblue</td>
<td>mybenefits.metlife.com</td>
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</table>

Government disability benefits.

For Crewmembers who work in **New York**, **New Jersey**, **Rhode Island**, **California** or **Puerto Rico**, there are government-mandated disability benefits automatically provided by the state or commonwealth. If you qualify, Sedgwick coordinates this coverage for New York and New Jersey. For Rhode Island, California and Puerto Rico, you must apply for benefits directly with the state/commonwealth. Any benefits you receive from a government disability plan will offset your VSTD benefit.
Family Medical Leave Act (FMLA).

This law provides up to 12 weeks of unpaid, job-protected leave following the birth, adoption or placement of a child. Contact Sedgwick at 1-844-341-8632 to start an FMLA leave.

Who qualifies.

- All Crewmembers who have been with JetBlue for at least 1 year and worked at least 1,250 hours for JetBlue in the 12 months leading up to the start of leave.
- All Pilots and Inflight who have been with JetBlue for at least 1 year and have been paid by JetBlue for working at least 504 hours in the 12 months leading up to the start of leave.

How long it lasts.

You can take up to 12 weeks of FMLA time in the year following your baby’s birth. Keep in mind that your VSTD time off runs concurrent to your available FMLA time. If you don’t take 12 weeks at one time, you can choose to take up to two periods* for child bonding.

* Each period of continuous leave must last 7 days or more, and once you have taken two periods of leave time for bonding, you will not be able to take any additional baby bonding leave for that child, even if you have not exhausted the full 12 weeks in the year following your baby’s birth.

Daddy duties.

Hey Dad, you may be eligible for FMLA and/or Parental Leave — talk with your Crewleader about requesting a leave.
Parental Leave.

This is additional unpaid leave time offered by JetBlue for child bonding in the first year of your baby’s life. Visit Sedgwick’s viaOne Express website to take Parental Leave.

<table>
<thead>
<tr>
<th>Who qualifies.</th>
<th>All Crewmembers who have been continuously employed by JetBlue for at least 90 days. Your Crewleader must approve time off based on operational needs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>When it begins.</td>
<td>For new moms, Parental Leave starts on your baby’s birth date and counts as time off under other approved leaves (VSTD or FMLA).</td>
</tr>
<tr>
<td>How long it lasts.</td>
<td>Varies by workgroup — please see your Crewleader for what’s available to you.</td>
</tr>
</tbody>
</table>
Applying for leave.

Request your leave as soon as you know the date of your last day at work — but no later than 7 calendar days after you’ve had your baby — by notifying your Crewleader and Crew Services, if applicable. You must also contact Sedgwick:

Sedgwick
1-844-341-8632
viaOne Express
claimlookup.com/jetblue

Sedgwick will send you a claim packet of information and forms to complete and return to them for approval. It usually takes about a week for a disability leave request to be approved by Sedgwick, but if approved, you’ll receive retroactive benefits back to your 8th day of disability.

If you have any questions about your leave of absence, contact Sedgwick or BlueBenefits for assistance.
When on leave, some JetBlue Benefits will continue unchanged, while others require you to pay contributions (online or by check) directly to our Business Partner, PayFlex, through a process called Direct Bill. This process begins the pay period immediately following the start date of your leave. If you have questions or to manage your Direct Bill, contact PayFlex:

**PayFlex**

1-866-777-6875  
https://bluebenefits.healthhub.com

<table>
<thead>
<tr>
<th>PLAN/PROGRAM ...</th>
<th>WHAT HAPPENS WHILE ON LEAVE ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health (Medical, Dental and Vision)</td>
<td>You pay required contributions to PayFlex through a direct billing process. When you return to work, regular payroll deductions will resume.</td>
</tr>
<tr>
<td>Voluntary Short Term Disability (VSTD)</td>
<td></td>
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<tr>
<td>Supplemental Accidental Death and Dismemberment (AD&amp;D)</td>
<td></td>
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<tr>
<td>Supplemental Life and Dependent Life Insurance</td>
<td></td>
</tr>
<tr>
<td>Group Legal</td>
<td></td>
</tr>
<tr>
<td>Basic Life Insurance</td>
<td>JetBlue will continue to pay for this coverage.</td>
</tr>
<tr>
<td>Basic AD&amp;D</td>
<td></td>
</tr>
<tr>
<td>Long Term Disability (LTD)</td>
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</table>
Returning to work.

When you’re ready to return to work, follow these steps:

- Contact your Sedgwick Case Manager and your Crewleader to discuss your plans to return to work or request changes, such as a leave extension.
- Confirm the date you will return to work.
- Provide any requested documentation, including medical clearance to your station, if applicable.

When you return to work, regular payroll deductions for your Benefits will resume.

<table>
<thead>
<tr>
<th>PLAN/PROGRAM ...</th>
<th>WHAT HAPPENS WHILE ON LEAVE ...</th>
</tr>
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<tbody>
<tr>
<td>Health Savings Account (HSA)</td>
<td>Your pre-tax payroll deductions stop. You can contribute on a post-tax basis through PayFlex. Pre-tax contributions will resume when you return to work.</td>
</tr>
<tr>
<td>Health Care or Dependent Care Flexible Spending Account (FSA)</td>
<td>Your pre-tax payroll deductions stop. Your annual contribution amount will be recalculated upon your return from leave and your payroll deductions for your FSA will increase so that you can meet your annual goal amount.</td>
</tr>
<tr>
<td>401(k) and 1165(e) Savings Plans</td>
<td>Your pre-tax payroll deductions will stop, including the JetBlue matching contribution to your account until you return to work. If you have a current loan, contact T. Rowe Price at 1-800-922-9945 to talk about options for your loan repayment while on leave and when you return to work.</td>
</tr>
<tr>
<td>Crewmember Stock Purchase Plan (CSPP)</td>
<td>Your payroll deductions will stop until you return to work.</td>
</tr>
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</table>
A few more details for mom and dad.

Adding your child to your Benefits.

1. Visit BCSS and select “Gain Dependent” from the Life Event drop-down menu to request a qualified life event change. You will then receive an email from BlueBenefits requesting the required documentation.

2. Submit documentation to BlueBenefits via fax at 1-718-228-8911 or email a copy to BlueBenefits@jetblue.com. Acceptable documentation includes a birth certificate, footprints or other birth records naming you as the parent. When your documentation has been received and reviewed, you will receive another email from BlueBenefits instructing you to add your child to your benefits through BCSS.

   1) Add your child as a dependent, and
   2) Include your child on your medical plan.

4. Print your confirmation sheet and keep it for your records.

Important: You have 90 days from the date of your child’s birth to add him/her to your health benefits!
Other important reminders.

• Review your W-4 in BCSS to view your tax withholdings and update, as needed.

• Add your child to your travel benefits by faxing the following documents to CrewTravel at 1-801-365-2576: 1) Birth certificate listing you as the parent and 2) Travel Eligibility Card found on www.hellojetblue.com, under CrewTravel.

• Review your Life Insurance to ensure that you have the right amount of coverage and the correct beneficiaries listed. You can enroll in or update your Life Insurance anytime by contacting The Hartford at 1-800-523-2233.

• Review and update your 401(k) beneficiary information. You can enroll in the 401(k) plan or update your contribution amount anytime by visiting T. Rowe Price at rps.troweprice.com/jetblue. T. Rowe Price also offers Crewmembers 529 plans to help save for your child’s college. Get more information or enroll by calling T. Rowe Price at 1-800-922-9945.

• Reach out to LifeSolutions at 1-866-370-2273 for confidential help finding resources during this life-changing event.