KELLY SERVICES, INC. SHORT-TERM DISABILITY BENEFITS FOR TEMPORARY EMPLOYEES IN CALIFORNIA

For Disabilities and Paid Family Leaves Commencing On or After January 1, 2009

In California, Kelly Services, Inc. and its subsidiaries ("Kelly" or "Kelly Services") operate an approved Voluntary Plan for the payment of State Disability and Paid Family Leave benefits in lieu of mandatory State Plan coverage. This notice contains important information regarding your State Disability and Paid Family Leave benefits under Kelly's Voluntary Plan.

Coordination with Kelly's Leave Policies

If you wish to receive benefits under Kelly's Voluntary Plan, you must submit information as described below. However, if you also wish to take a leave of absence under Kelly's applicable leave policies, you must follow the leave request procedures in the applicable Kelly leave policy. **The two procedures are independent of one another.** Your eligibility for benefits under Kelly's Voluntary Plan Short-Term Disability does not create an entitlement to take time off from work. If you are not eligible for a leave, or if you have exhausted your entitlement to statutory leave such as federal or state family and medical leave, there is no additional right to leave provided to you under Kelly's Voluntary Plan program.

What is Disability?

When you are unable to work because of sickness, injury (job related or non-job related) or pregnancy you are considered disabled and will be provided coverage under the Kelly Services, Inc. or its subsidiaries Voluntary Plan Short-Term Disability Benefit Plan to the fullest extent required under applicable law.

Eligibility for Disability Benefits

You may become eligible for Voluntary Plan Short-Term Disability benefits on your eighth (8th) consecutive calendar day of disability.

Disability Plan Benefits

After meeting the eligibility requirements, you will be provided with disability benefits based on a percentage of your Base Period Wages, with a maximum and minimum weekly benefit amount. These benefit amounts are adjusted by the state of California each January. Refer to mykelly.com or ask your Kelly Representative for the current benefit amounts and maximum duration of benefits.

Your Cost for the Plan

California employees shall make contributions to the Plan in an amount equal to or less than the rate established each year by the California Employment Development Department.

Paid Family Leave

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Effective date of coverage for Paid Family Leave (PFL) under this plan is January 1, 2004. Benefits are payable for Paid Family Leave taken on and after July 1, 2004. Leave taken prior to July 1, 2004 is not compensable. Paid Family Leave benefits provide eligible California employees with partial wage replacement for up to eight weeks in a 12-month period while absent from work to care for a seriously ill or injured parent, child, grandparent, grandchild, sibling, spouse or registered domestic partner, parent-in-law, or to bond with new child within one year of the birth or placement of the child in connection with foster care or adoption.

Save this Card for Your Reference

The Voluntary Plan Short-Term Disability and Paid Family Leave Benefits card below gives you some important information about how to file for your Kelly Services Voluntary Plan Short-Term Disability and Paid Family Leave benefits. Cut out the card and carry it with you or keep it with your other benefits information. You may need to refer to this information when at home during a disability, or while caring for a family member.

Kelly Services, Inc. and its subsidiaries Short-Term Disability and Paid Family Leave Benefits Administered by Sedgwick CMS If you are or will be absent from work for more than 7 consecutive calendar days due to your off-the-iob disability,	Instructions for Attending Physician Urgent! The continuation of this employee's income depends on you calling Sedgwick CMS immediately at 800-495-2318 to certify his/her period of disability or his/her need to care for a family member with a serious illness or injury.
your need to care for a family member with a serious illness	
or injury, or to bond with a newborn or newly-placed child, first call your supervisor and then call the number below, Monday through Friday 6:00 A.M. to 4:45 P.M. Pacific time, to apply for your short-term disability or paid family leave benefits. Please give this card to the attending physician at the time of your or your family member's examination and have them follow the Instructions	Please call Sedgwick CMS with the following information: • Diagnosis • ICD9 Code • First day disabled • Expected return to work date • Other information Please make a copy of the employee's authorization for your records. I hereby authorize the attending physician to furnish to Sedgwick CMS all facts concerning my medical condition or the medical condition of my family member for the purpose of determining my eligibility for disability or paid family leave benefits.
for Attending Physician. 800-495-2318 www.claimlookup.com	Employee Signature

How to File a Claim

If you expect to be absent from work for more than seven (7) days due to a disability or paid family leave, you need to take the following steps:

- Call your Kelly Representative on the first day of your absence.
- Call Sedgwick CMS at 800-495-2318 within the first seven days of your absence. You may also file your claim on-line at www.sedgwickcms.com/calabasas
- If the claim is for your own disability or to care for the injury or illness of a family member, call, or visit, your doctor or your family member's doctor and ask that doctor to call Sedgwick CMS at 800-495-2318 *immediately*. Explain that this call is *urgent* as your disability or paid family leave benefits cannot be processed until the appropriate doctor calls Sedgwick CMS. You may use the Voluntary Plan Short-Term Disability and Paid Family Leave Benefits card attached to this notice to provide the doctor with authorization to call Sedgwick CMS, if required.
- Immediately complete, sign, and return all forms that Sedgwick CMS sends you.
- Continue seeing your doctor on a regular basis and stay in touch with Sedgwick CMS and your supervisor during your use of disability or paid family leave benefits.
- Coordinate with Sedgwick CMS and your supervisor to plan the date of your return to work.

If you and the appropriate doctor do not make the required telephone calls, your short-term disability or paid family leave benefits will be delayed.

You can call Sedgwick CMS anytime at 800-495-2318, 24 hours a day to find out the status of your claim. However, if you call between 6:00 A.M. and 4:45 P.M. Pacific time, Monday through Friday, you can talk directly to a Sedgwick CMS customer service representative. You may also check the status of your claim on-line, 24 hours a day, at: www.sedgwickcms.com/calabasas

What to Expect When You Call Sedgwick CMS to Establish Your Claim

The Sedgwick CMS representative will ask you a series of questions including your name, address, and telephone number, date of birth, social security number, nature of absence, job location, your supervisor's name and telephone number, and the appropriate physician's name and telephone number. Sedgwick CMS will mail you a Claim Confirmation and Employee Release Statement which states the information you gave to the Sedgwick CMS representative over the telephone. If any of the data is incorrect, please correct it before you return this form. Sedgwick CMS needs this signed form in order to process your claim for benefits.

You are then instructed by the representative to have your physician or your family member's physician call Sedgwick CMS. If the physician's office is unable or unwilling to call the 800 number to provide the medical information on your claim, you may call Sedgwick CMS and request that an Employee Claim for Voluntary Plan Short-Term Disability or Paid Family Leave Benefits form be faxed or mailed to you or the physician for him/her to complete.

Summary

This notice is only to advise you of the general provisions of the Kelly Services, Inc. and its subsidiaries Short-Term Disability Benefit Plan (STD Plan). The specific details of the STD Plan are covered in the Plan Documents which can be obtained from mykelly.com or your Kelly Representative

In the event of any difference between the interpretation of this notice and the Plan Documents, the Plan Documents will govern.