

HOLIDAYS

We want all of our salaried managers and RSO staff to enjoy either scheduled holidays or paid time off in lieu of those holidays when our restaurants remain open. The following paid holidays are observed by the RSO:

- New Year's Day
- Memorial Day
- July 4th
- Labor Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Day
- Day Before or After Christmas (to be established annually in advance)

All Salaried Operations Managers will receive Thanksgiving and Christmas Day as paid holidays. Additionally, they will receive (2) two "Floating Holidays" in lieu of holidays when stores are open.

- If hired January 1st - June 30th, you are eligible for 4 Paid Holidays in the first calendar year.
- If hired July 1st - December 31st, you are eligible for 2 Paid Holidays in the 1st calendar year.
- Floating Holidays must be scheduled with ample notification and are subject to GM and ROD approval.

Floating holidays may not be carried over from year to year.

Yummm!

Our Vision:

- *Best operating performance in the entire Red Robin System (Corporate and Franchise alike)*
- *Known as the best casual dining restaurant chain in our region*
- *A truly great place to work*

Lehigh Valley Restaurant Group

6802 Hamilton Boulevard
Allentown, PA 18106

Office Phone: 610-481-0436
Fax: 610-481-0437



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PAID TIME OFF PROGRAM

*A Truly Great
Place to Work*

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INTRODUCTION

We know how hard our management team works. The restaurant business is stressful, and our high expectations for excellence in food and service are a constant challenge. In order to maintain our high level of performance in everything we do, we strongly believe it is especially important for our management and RSO team members to have ample time off to “recharge” and stay motivated and energized. We also want to ensure that our people take full advantage of the time off opportunities available to them. Additionally, it is our goal to be a truly great place to work. Therefore, LVRG has designed a program that is among the best in the casual dining industry to support the “work/life balance” needs of our managers.

Who is Eligible to Participate?

All full-time salaried managers and RSO team members who have at least six (6) months of service with LVRG are eligible for these benefits.

What are the components of the Program?

The PAID TIME OFF PROGRAM consists of three separate parts: **Vacation, Personal Days, and Holidays.** Time off is not lumped into a single “Paid Time Off” pool.

VACATIONS

Effective January 1, 2011:

- 6 Months of Service through Completion of 5 Years of Service: Earn 5 Days every 6 Months (2 weeks per year).
- Upon Completion of 5 Years of Service through Completion of 10 Years of Service: Earn 7.5 Days every 6 Months (3 weeks per year).
- Upon Completion of 10 Years of Service: Earn 10 Days every 6 Months (4 weeks per year).

Vacation accrual starts on Day 1 of employment, with 5 days earned after 6 months of service. You may carry over a maximum of 5 unused days annually.



PERSONAL DAYS

We know that people or their dependents are occasionally ill. We want you or your loved ones to rest and get better as soon as possible without losing your vacation time when possible. Also, there are times when you simply need time off to attend to personal business. A Personal Day may be used to accommodate this need.

Effective January 1, 2011, all managers and RSO staff with at least 6 months of service are eligible for 4 personal days per year. Personal Days may be used for unforeseeable personal illness; when children are ill; and other personal emergencies. They may also be used for personal matters. In such cases, please schedule them in advance with your immediate supervisor. They are not meant to be combined with vacations. Personal Days may not be carried over from year to year.