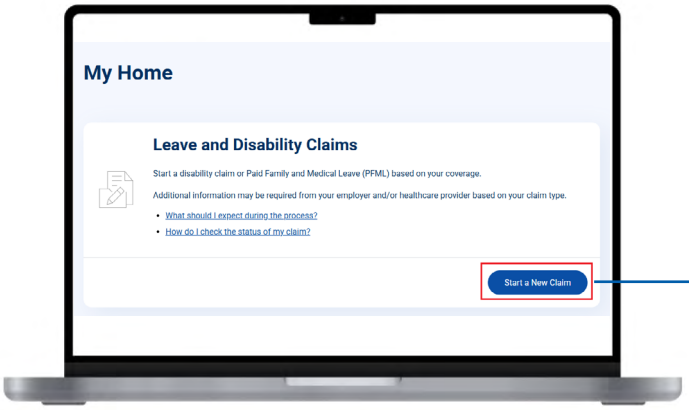
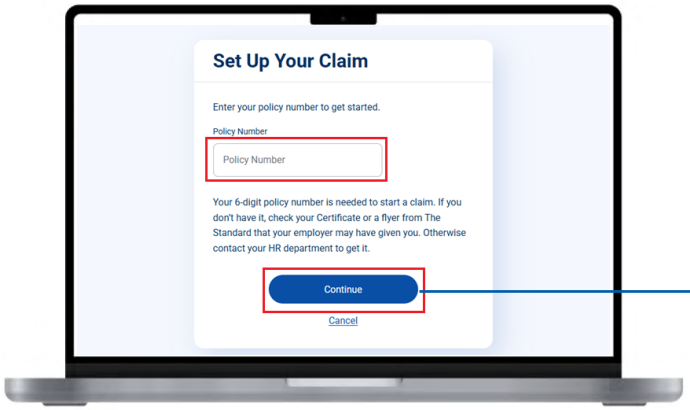
PAID FAMILY AND MEDICAL LEAVE BY THE STANDARD‡

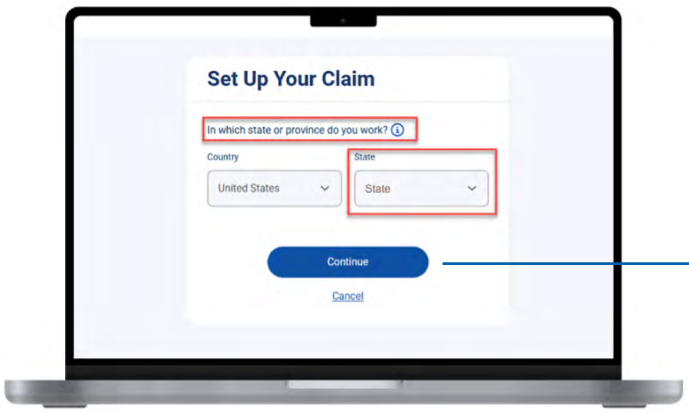
Filing Walk-Through for Employees



1 After logging in select ‘Start a New Claim.’



2 Please enter your policy number and then click ‘Continue.’

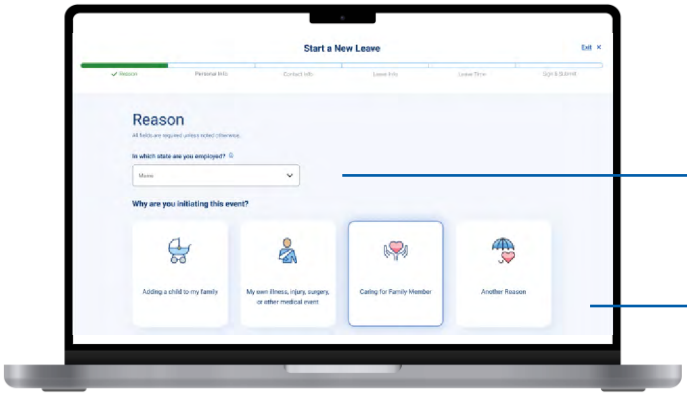


3 To set up your claim, select the state you work in and then ‘Continue.’

‡The Standard is a marketing name for StanCorp Financial Group, Inc. and subsidiaries. Insurance products are offered by Standard Insurance Company of Portland, Oregon, in all states except New York, where insurance products are offered by The Standard Life Insurance Company of New York of White Plains, New York.

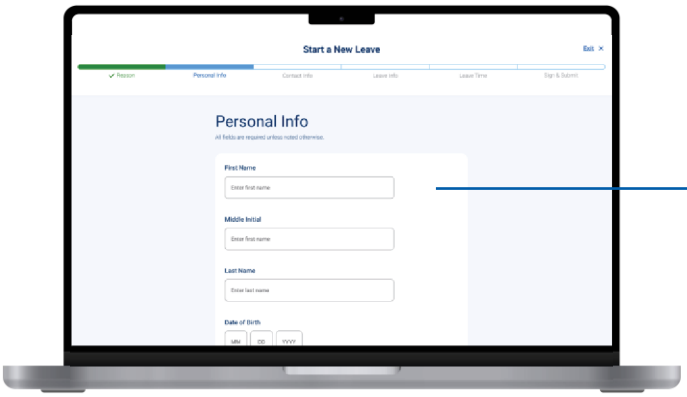
PAID FAMILY AND MEDICAL LEAVE BY THE STANDARD

Filing Walk-Through for Employees

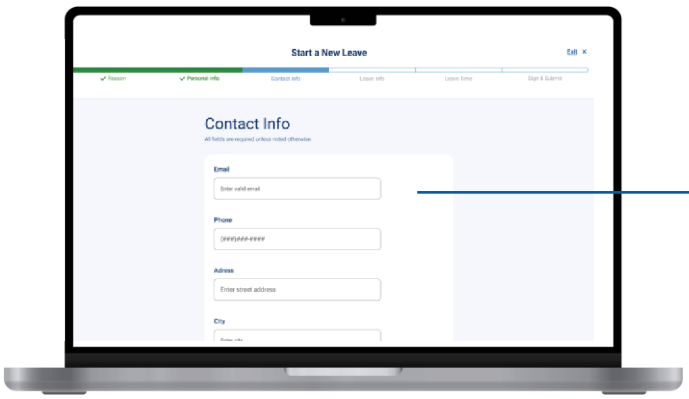


4 Confirm your state.

5 Choose the reason for requesting a new Leave.

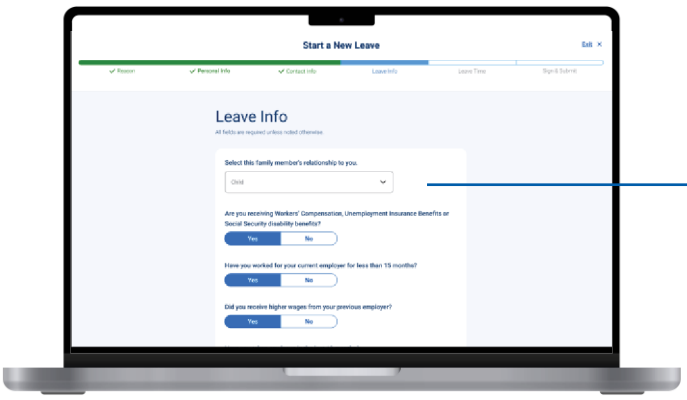


6 Complete the required fields to begin filing.



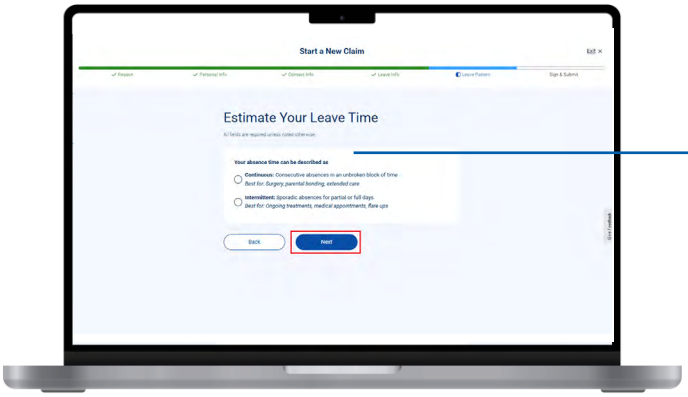
7 Add your contact information.

Filing Walk-Through for Employees

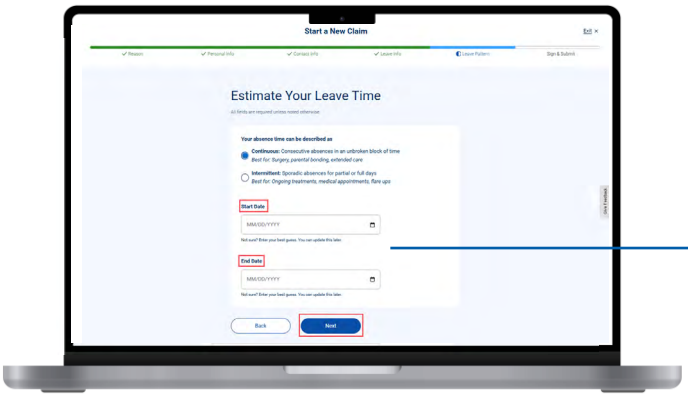


8 Answer questions based on your requested leave. Additional questions may appear based on your selection.

If information changes, contact The Standard to update your answers.



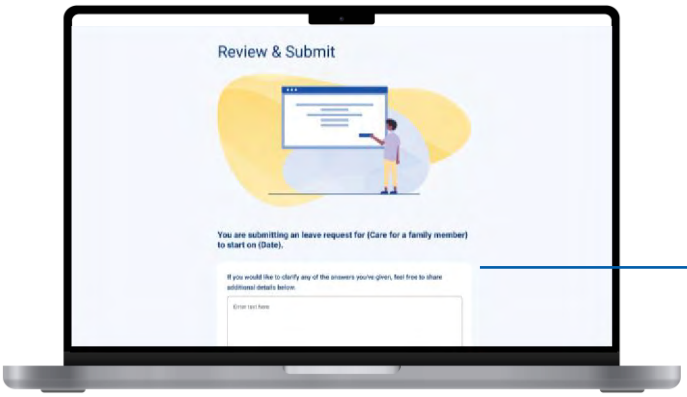
9 Choose the type of Leave you are requesting.



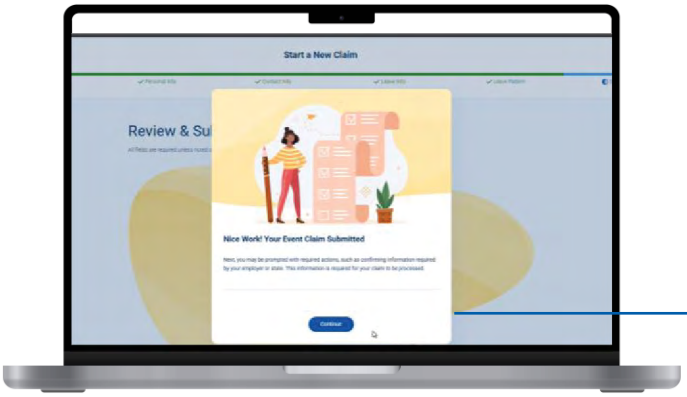
10 Select the start and end date of your request.

If you're unsure, make an estimate. You can always make changes after the initial filing.

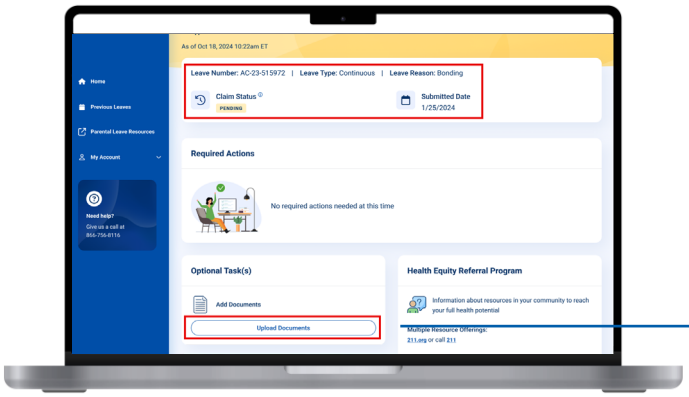
Filing Walk-Through for Employees



11 Before reviewing and submitting, provide optional details about your request using the free-form text box.



12 A confirmation screen will appear after your claim is submitted.



13 After claim submission is complete, upload documents and review claim details.

Please call or text **Hello** to 866.756.8116 for additional support.

‡The Standard is a marketing name for StanCorp Financial Group, Inc. and subsidiaries. Insurance products are offered by Standard Insurance Company of 1100 SW Sixth Avenue, Portland, Oregon, in all states except New York, where insurance products are offered by The Standard Life Insurance Company of New York of 445 Hamilton Avenue, 11th Floor, White Plains, New York. Product features and availability vary by state and company, and are solely the responsibility of each subsidiary. Each company is solely responsible for its own financial condition. Standard Insurance Company is licensed to solicit insurance business in all states except New York. The Standard Life Insurance Company of New York is licensed to solicit insurance business in only the state of New York.