

### **Amphenol Employee Self-Service Portal Login Instructions**

Once you enter the **Amphenol Employee Self-Service Portal**, you will be able to review Company Information, HR News and much more. Our Employee Discount Programs can be found in the Resource Center. You will also have the opportunity to view your personal information and your current benefit elections. Login throughout the year to update your personal information, review current benefits, change benefits and more!

#### **Benefit Flyers, Books and Notices**

We have posted the current Benefit Booklets to our Employee Self Service Portal. We encourage plan participants to access plan information available on <a href="www.benedetails.com">www.benedetails.com</a> (2016 Benefits Enrollment ID 84995). By accessing information electronically you help conserve natural resources and help keep plan costs down for all participants. <a href="www.benedetails.com">www.benedetails.com</a> contains the plan's summary plan description, summary of material modifications, the plan's notice of privacy policies, and other required notices. This information can be found by clicking on Plan Summaries located on the left side of the home screen. The Plan Summaries section has document links for Benefits that are currently available to you. You will be informed when material changes are made to any of these communications.

You will need a computer with an internet connection and internet browser program to access the website. The acceptable web browsers are Internet Explorer 9, 10, and 11 (for Microsoft Windows) and Mozilla Firefox 10 and higher (for Mac computers).

You may request and obtain a paper version of any of the documents listed above at no cost to you, at any time, by contacting your local HR Department.

#### **Benefit Questions**

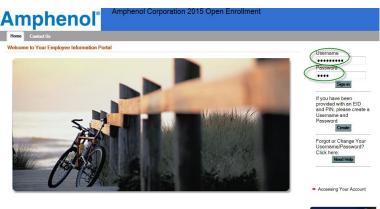
Valerie Hartlen/Irene Maxwell <a href="maxwell-apcbt.com">whartlen@amphenol-apcbt.com</a> imaxwell@amphenol-apcbt.com

#### **Password Resets**

Valerie Hartlen/Irene Maxwell <a href="maxwell@amphenol-apcbt.com">whartlen@amphenol-apcbt.com</a> imaxwell@amphenol-apcbt.com



First time user registration instructions on page 2.



Help Us Go Green!!!

# BeneDetails and eElect with EasyEnroll

# **New Hire and Life Events Guide**

## **Amphenol Benefit Portal**

Go to <a href="www.benedetails.com">www.benedetails.com</a>. Enter enrollment ID **84995**. Your **User name** is your SSN. Press the tab key and enter your **password**. If you have not logged in before your default password is the last four of your SSN. If you do not remember your password click the "Forgot your password?" link before trying a third login attempt as your account will then be locked. If this happens read the password reset section at the end of this document. Using the link you will be asked your security questions. Once you answer the questions, you will be able to reset your password.

