



your life

# dependent care reimbursement for business travelers

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As a business traveler, you can be reimbursed for reasonable expenses associated with the care of an eligible dependent if you need to arrange for their care in order to travel on Chevron business. Reasonable expenses mean the extra amount your regular dependent care provider charges for incremental care, or the fees charged for overnight or weekend care by a professional provider or facility in your home location.

## the plan guidelines

The guidelines allow up to \$2,500 per year for reasonable expenses. Both elder and child care expenses are included. You must obtain approval from your supervisor before you travel. Specific plan details may be found in the [Dependent Care Reimbursement for Business Travel Summary Plan Description](#).

For questions about this program, please contact either Sara Kashima (SKSH) or e-mail [travel@chevron.com](mailto:travel@chevron.com).