## how to enroll

# online *or* by phone, from work *or* from home october 17 through october 28, 2022



#### hr2.chevron.com/PRSI BenefitConnect website

The **BenefitConnect website** will be available for you to make enrollment elections starting 8 a.m. Central on **October 17** and until midnight on **October 28**, **2022**. This website is available even if you don't have access to a Chevron computer. You can log in to the BenefitConnect enrollment site from any computer or mobile device with an Internet connection.



1-888-825-5247 1-832-854-5800 (outside the U.S.) call the HR service center

Service hours for elections by phone Monday through Friday 8 a.m. to 7 p.m. Central time For quicker service, avoid peak call hours.

Peak hours are all day Monday and 11 a.m. to noon Central time) on other weekdays.



#### dependent verification process

You are required to verify the eligibility of dependents you enroll in Chevron health plans for 2023. You have up to 60 days to obtain and submit requested documentation that verifies your dependent(s) are eligible to participate in Chevron's health benefits. If you don't provide acceptable documentation by the deadline, your dependent(s) will be disenrolled from coverage. More information and instructions on page 8 and online at hr2.chevron.com/PRSI.

### get in-person help to login and use the BenefitConnect website

Members of the Chevron benefits team will be available to help you login to the BenefitConnect website and show you how to use the website to make your enrollment elections and manage your Chevron benefits ongoing. While the team cannot tell you which benefits to choose, they can help you access the system and understand how to make choices. Terri Garza has added the sessions below to your Outlook calendar, and the dates are also included below for your reference.

#### onsite: admin lunchroom

- October 20 1-6 p.m.
- October 21 1-6 p.m.
- October 26 1-6 p.m.

#### virtual (see your calendar for call-in details)

- October 17 1-6 p.m.
- October 28 1-6 p.m.