



how to estimate your severance pay benefit

The severance pay plan provides eligible employees a one-time lump-sum payment to help cover expenses during transition. To assist you in your decision making, you can access personalized information to help you estimate your Severance Pay Benefit *prior to* leaving Chevron. **You will require access to the Chevron intranet and the Workday system to estimate your benefit.**

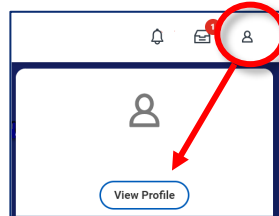


start on workday

1 open workday >

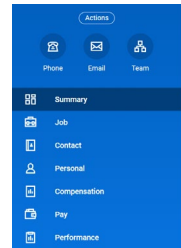
2 navigate to the person icon in the upper right

Click the person and then click **View Profile**



3 use the left navigation

All the information you need will be accessible from this left navigation bar.



get the formula

1 The payment formula is included in the **SESP Plan summary plan description (SPD)** posted on the [Leaving Chevron with Severance >](#) website.



do the math



You'll need a few data points to complete this calculation. Here's how to find them in **Workday**.

(continued next page)



do the math

1

SESP Service

- Select **Job** from the left navigation
- From the page body, select the **Service Dates** tab
- **Company Service Date** is your SESP Service
- Use this date to calculate your years of SESP Service



2

Regular Earnings

- Select **Compensation** from the left navigation
- From the page body, select the **Compensation** tab
- From the page body, locate the **Total Base Pay** dollar amount
- To calculate weekly **Regular Earnings** for the purpose of the severance pay benefit formula:
 - **Salaried employees:** Divide your Total Base Pay by 52
 - **Hourly employees:** Multiply Total Base Pay x 52 x average scheduled weekly hours

