



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.**

There are two ways to estimate your severance pay benefit ...



on workday

If you have been notified that you are *in scope* for an upcoming selection event, an estimate of the Severance Pay Benefit available under your SESP Plan will be activated online.



you do the math

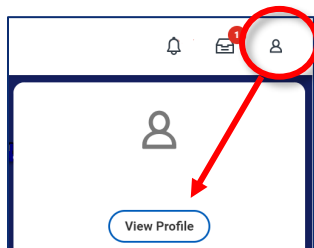
If a personalized Severance Pay Benefit is not yet available to you online, you can calculate an estimate of your benefit on your own.

Whether you do the math or it's done for you, to begin, start here on Workday:

1 open workday >

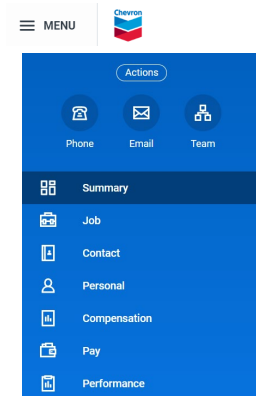
2 navigate to the person icon in the upper right

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



3 use the left navigation

All the information you'll need will be accessible from this left bar





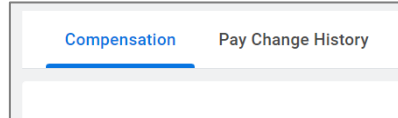
on workday

1 from the left navigation bar

Select **Compensation**

2 from the body of the page

Select the **Compensation** tab



3 scroll down the page

To the **Plan Assignments** table

Plan Assignments 1 item		
Effective Date	Plan Type	Compensation Plan

4 look for the line item:

USA Severance with your plan number

The amount displayed assumes you terminate on the day you view the estimate.



Your **Severance Pay Benefit** estimate will be located on this line when it becomes available. If you do not see this line item, your estimate is not yet available online.



you do the math

1 get the formula

The payment formula is included in the **SESP Plan summary plan description (SPD)** posted on the [Leaving Chevron with Severance >](#) website. It's also attached to your personalized notification email.



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

3 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



4 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, **divide your Total Base Pay by 52**.

