

Chevron Dependent Verification Process

Dependent Eligibility Definitions

TYPE OF DEPENDENT	DEFINITION
Eligible Spouse	<ul style="list-style-type: none"> Legally married under the law of a state or other jurisdiction where the marriage took place.
Eligible Domestic Partner – U.S. Payroll	<p>A domestic partnership is established when you and your partner meet one of the following (U.S.-payroll):</p> <ul style="list-style-type: none"> You and your partner are all of the following: <ul style="list-style-type: none"> At least age 18 and of legal age. Mentally competent to enter into contracts. Jointly responsible for each other's welfare and financial obligations and have lived together for at least six months. In an intimate, committed relationship of mutual caring that has existed for at least six months and is expected to continue indefinitely. Not related by blood. Not married to anyone other than each other. You live in California and meet all of the requirements of the California Family Code section 297 definition of a domestic partner, including the requirement to have registered your domestic partner with the Secretary of State's office. You live in another state that recognizes civil unions or state-recognized domestic partnerships and have entered into a civil union or state-recognized domestic partnership and reside in that state. You and your partner have entered into a civil union in a state that recognizes civil unions, but reside in a state where that civil union is not recognized. You meet other criteria set forth in the Chevron Affidavit of Domestic Partnership.
Eligible Domestic Partner – Expatriate in the U.S.	<p>Generally, you can enroll your domestic partner in health care coverage while you are on an expatriate assignment in the U.S., but only if your domestic partner is eligible for coverage under the company-sponsored or government-sponsored medical plan in which you would participate if you were working in your home country.</p>

Continued next page

Eligible Child

You can enroll a dependent child for coverage if he or she is all of the following:

- You or your spouse's or domestic partner's natural child, stepchild, legally adopted child, foster child, or a child who has been placed with you or your spouse/domestic partner for adoption.
- Younger than age 26 (age 25 for purposes of the Dependent Life Insurance and the Voluntary Group Accident Insurance plans).

You can enroll an "other dependent*" for coverage if he or she is all of the following:

- Not married.
- Younger than age 26 (age 25 for purposes of the Dependent Life Insurance and the Voluntary Group Accident Insurance plans).
- Is a member of your household.
- Someone for whom you act as a legal guardian.
- Dependent on you (or on your spouse/domestic partner) for more than 50 percent of his or her financial support.

* Other dependents are not eligible for Group Critical Illness and/or Group Hospital Indemnity Insurance coverage.

Incapacitated Dependent Over Age 26

Coverage can continue after the child reaches age 26, provided he or she is enrolled in the plan and meets the plan's definition of incapacitated child as outlined in the glossary. When the child reaches age 26 and periodically thereafter, Chevron Corporation will require you to provide documentation stating that the child continues to be incapacitated.

Incapacitated children over age 26 can be added to coverage only if they were disabled before age 26 and had other health care coverage immediately before being added as a dependent under a Chevron plan. You will be required to provide documentation of both conditions. Please contact the Chevron Human Resources Service Center at 1-888-825-5247 (1-832-854-5800 outside the U.S.) if you have questions or have a dependent that you believe meets the requirements of being an incapacitated (or disabled) child.

Important reminder for retirees: In addition to meeting the definition of an eligible spouse, domestic partner or child, your dependent's eligibility to participate in Chevron retiree health benefits is also subject to additional rules regarding enrollment timing, your benefit participation status, your age or the age of your dependent. Be sure to review the **Enrollment Milestones** available online at hr2.chevron.com/retiree for the details.

Continued next page

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List of Acceptable Proof Documents

TYPE OF DEPENDENT	ACCEPTABLE DOCUMENTATION TO SUBMIT		
Spouse or Common Law Spouse	One of the following: <ul style="list-style-type: none"> ▪ Marriage certificate ▪ State Common Law Affidavit 		
Domestic Partner	One of the following: <ul style="list-style-type: none"> ▪ Notarized Chevron Domestic Partner Affidavit ▪ State-Issued Domestic Partner Affidavit or Registration 		
Child <ul style="list-style-type: none"> ▪ Biological 	One of the following: <ul style="list-style-type: none"> ▪ Long-form birth certificate (copy of original) ⁱⁱⁱ ▪ Notarized proof of Maternity/Paternity ▪ Report of Birth Abroad of a U.S. Citizen ▪ Court-approved child support order ▪ Divorce decree showing children born to the marriage <p>Note: If child was born in the last 6 months, a Hospital Record of Birth can be submitted as acceptable proof</p>		
Child <ul style="list-style-type: none"> ▪ Adopted ▪ Legal Guardianship 	One of the following: <ul style="list-style-type: none"> ▪ Reissued birth certificate (listing adoptive parent names) ▪ Adoption papers (Adoption Decree/Placement Form) ▪ Court-approved child support order ▪ Court-approved guardianship papers ▪ Page 1 of federal or state tax return (1040, 4506, 4506-T, 8879 or M8453) from one of the prior two years, listing Child ⁱⁱ 		
Child <ul style="list-style-type: none"> ▪ Stepchild 	One of the following: <ul style="list-style-type: none"> ▪ Long-form birth certificate (copy of original) ⁱⁱⁱ ▪ Reissued birth certificate (listing adoptive parent names) ▪ Notarized proof of Maternity/Paternity ▪ Adoption papers (Adoption Decree/Placement Form) ▪ Report of Birth Abroad of a U.S. Citizen ▪ Divorce decree showing children born to the marriage ▪ Court-approved child support order ▪ Court-approved guardianship papers <p>Note: If child was born in the last 6 months, a Hospital Record of Birth can be submitted as acceptable proof</p>	AND	One of the following: <ul style="list-style-type: none"> ▪ Marriage certificate of parents ▪ Common-Law Affidavit

Child <ul style="list-style-type: none">▪ Child of Domestic Partner	One of the following: <ul style="list-style-type: none">▪ Long-form birth certificate (copy of original)▪ Reissued birth certificate (listing adoptive parent names)▪ Notarized proof of Maternity/Paternity▪ Adoption papers (Adoption Decree/Placement Form)▪ Report of Birth Abroad of a U.S. Citizen▪ Divorce decree showing children born to the marriage▪ Court-approved child support order▪ Court-approved guardianship papers <p>Note: <i>If child was born in the last 6 months, a Hospital Record of Birth can be submitted as acceptable proof</i></p>	AND One of the following: <ul style="list-style-type: none">▪ Domestic Partner Required Documentation
Child <ul style="list-style-type: none">▪ “Other” Dependent	Provide the following: <ul style="list-style-type: none">▪ A completed copy of Worksheet 2 of IRS Publication 501^{IV}	

ⁱ You may submit one document displaying both names or one in the employee's and one in the spouse's/domestic partner's with matching addresses.

ⁱⁱ To protect your privacy, black out Social Security numbers and all financial information or monetary amounts appearing on any documents submitted.

ⁱⁱⁱ A long-form birth certificate includes the name of at least one parent covered under Chevron's benefit plans.

^{IV} IRS Publication 501 is accessible at www.irs.gov/pub/irs-pdf/p501.pdf