

transition to chevron pay schedule for O&M employees

legacy noble U.S.-payroll Operations & Maintenance (O&M) employees

Effective October 4, 2021, you will transition to Chevron's pay practices and payroll systems. This change will occur automatically, and your current direct deposit (if applicable), tax withholding elections and any garnishments will be transferred. **However, the days in your pay period and your paycheck schedule will be different.**

what's changing

pay cycle

Effective October 4, 2021, you will be paid **bi-weekly** according to Chevron's pay cycle.

- Your pay dates will change, but you'll still have **26 pay periods** per year.
- Your Chevron work schedule assignment will determine your payroll schedule.
- Your work schedule and payroll schedule will be communicated to you starting **September 27, 2021**.
- To learn generally about upcoming pay dates, see the **Transition Pay Schedule** on Page 2.



understanding work schedules, time coding and pay

Under Chevron's pay practice and work schedule administration, your daily work schedule, time coding, and hourly rate are **linked together**. In September, we'll share information to help you understand these components and how they relate to you through education sessions. These live sessions will *not* be recorded, but we intend to offer additional sessions in the near future.

direct deposit

- **Chevron allows you to deposit your pay in up to three bank accounts.**
 - If you have a portion of your pay deposited to multiple accounts, these deposits will continue in the same allocations, to the same banks.
 - The date of the deposits will change because your paycheck dates will be different under the Chevron payroll schedule.
 - Starting October 4, 2021, you can change your direct deposit information, if desired, from the Chevron HR U.S. website. More instructions will be provided in October when your payroll system transition is complete.
- **If you are currently using direct deposit, your pay will continue to be deposited electronically, but you will not automatically receive a paper pay statement.**
 - Your pay statements will be available for review from the Chevron HR U.S. website starting in mid-October. You will continue to have access to view your Noble pay statements in Oracle Cloud until early 2022.
 - There are also two additional pay statement delivery settings, e-mail delivery or paper statements mailed to your home. Note that Chevron cannot mail or deliver paper statements to your worksite. If you want to update your preference to either of these options, you can do that on the Chevron HR U.S. website starting October 4, 2021.
- **If you do not currently use direct deposit, you can set it up starting October 4, 2021.** Otherwise, paper paychecks will be mailed to your home address.



Instructions and links to manage your paycheck statements, direct deposit, tax withholding and other pay-related preferences on the Chevron HR U.S. website will be provided in October. If you have questions, please send an email to [Your Chevron U.S. Benefits](#).

what to expect with your final noble paychecks

Your final two paychecks from Noble will include payments and deductions for various benefit plans and programs.

september 24, 2021

This paycheck covers the period of **September 6–19, 2021**, and will include the following, if applicable:

- Remaining **Noble Vitality Wellness Credit** amount due to you in 2021.
- Noble **Gym Reimbursement Program** payments for requests submitted by the September 10 deadline.
- Final interim **Recognition and Awards (R&A)** program payout.
- Deductions or contributions for your **Noble benefit coverage**.

october 8, 2021

This will be your final paycheck from Noble, covering the period of **September 20–October 3, 2021**. The last day to enter your final Noble timecard in Oracle is **September 29**. This paycheck will include the following, if applicable:

- Final deductions or contributions for your **Noble benefit coverage**. Deductions for Chevron benefits will begin on a subsequent payroll after you enroll.
- **Nights Out of Country Pay reimbursement** for requests submitted by the September 14 deadline.



noble transition pay schedule bi-weekly

This information is shared to help you learn more generally about Chevron's payroll schedules. **Your specific work schedule and payroll schedule will be communicated to you starting September 27, 2021.**

After you learn which payroll schedule will apply to you, we encourage you to review your automatic deductions that are taken from your bank account — such as utilities, mortgage, insurance, or credit cards — and make any adjustments, if necessary, to align with your new Chevron pay dates.

Payroll schedule	First Chevron pay period*	Paycheck date**
B2 (Select link to see full schedule)	October 4 to October 10, 2021	October 15, 2021
G3 (Select link to see full schedule)	October 4 to October 12, 2021	October 15, 2021
G4 (Select link to see full schedule)	October 4 to October 5, 2021	October 8, 2021

* While the first Chevron pay period begins sooner than October 4, you won't start coding time until this date.

** When a regular payday falls on a Saturday or Sunday, or on a Monday that is a company-recognized holiday, payday is the preceding Friday. When a regular payday falls on a Tuesday through Friday that is a company-recognized holiday, payday is the preceding calendar day.

