

september 2021

# welcome to your chevron protection benefits

for legacy noble U.S.-payroll employees

This is an introduction to Chevron's protection benefits, which include life and accident insurance, disability benefits, long term care insurance, group auto and home, and other voluntary benefits. It also provides you with important information about what happens to your Noble coverage, how to prepare for your new Chevron coverage, and what will happen during the upcoming transition.

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The information in this newsletter applies to legacy Noble U.S.-payroll employees who are eligible for Chevron U.S. benefits. This communication provides only certain highlights about changes of benefit provisions. It is not intended to be a complete explanation. If there are any discrepancies between this communication and the legal plan documents, the legal plan documents will prevail to the extent permitted by law. There are no vested rights with respect to Chevron health care plans or any company contributions toward the cost of such health care plans. Rather, Chevron Corporation reserves all rights, for any reason and at any time, to amend, change or terminate these plans or to change or eliminate the company contribution toward the cost of such plans. Such amendments, changes, terminations or eliminations may be applicable without regard to whether someone previously terminated employment with Chevron or previously was subject to a grandfathering provision. Some benefit plans and policies described in this document may be subject to collective bargaining and, therefore, may not apply to union-represented employees.

# how the transition works

If you're a legacy Noble U.S.-payroll employee eligible to participate in protection benefits, you'll have the opportunity to enroll in Chevron U.S.-payroll benefits starting **October 1, 2021**. Some protection benefits are automatically provided and do not require enrollment; others are optional and require enrollment to participate. Here's an overview of how this transition works. As we approach the enrollment period, additional instructions and reminders will also be sent via email, mailings to your home and online at [hr2.chevron.com/noble](https://hr2.chevron.com/noble).

## 1 use resources to research your coverage choices and prepare for the move to chevron benefits

1

We're providing information about your Chevron health and protection benefits in advance, so you have the opportunity to research your options and have a general understanding of the plans in advance of making enrollment decisions.

Get the highlights here, then head to [hr2.chevron.com/noble](https://hr2.chevron.com/noble) to take a closer look at the topics you want to learn more about.

optional

## 2 enroll for 2021 chevron benefits october 1 through october 31, 2021.

2

If you want to participate in Chevron health and/or protection benefits for the remainder of 2021, you *must* enroll **October 1 through October 31, 2021**. If you timely enroll, your coverage is effective back to October 1, 2021. **Coverage is not automatic; your action is required to enroll.** If you miss this enrollment deadline, you will not have Chevron health and/or certain protection benefits in 2021. We strongly advise that you don't wait and enroll as soon as possible on or after October 1. Enrollment instructions will be posted on [hr2.chevron.com/noble](https://hr2.chevron.com/noble) and via email leading up to the enrollment period.

required

## 3 enroll for 2022 chevron benefits during open enrollment, october 18 through october 29, 2021.

3

You will also participate in Chevron's open enrollment for 2022 health and protection benefits. Most 2021 elections will automatically carry over; however open enrollment is your opportunity to make a change or re-enroll in a flexible spending account for 2022. 2022 benefit changes and open enrollment instructions will be provided separately.

required

## designate your beneficiaries



**When you enroll online or by phone, be sure to take a moment to designate your beneficiaries for your life and accident insurance benefits. Your Noble beneficiary designations will not be transferred to Chevron.** A beneficiary is a person or trust that you designate to receive certain benefits upon your death. If you don't designate a beneficiary, or if your beneficiary dies before you, Chevron plans typically pay benefits according to the standard succession of beneficiaries as defined in each Plan's summary plan description.

required

# life insurance

A basic overview of each of the life insurance options available at Chevron is included below. You can read more about each of these plans at [hr2.chevron.com/noble](https://hr2.chevron.com/noble). When you enroll during the upcoming enrollment period, **October 1 through October 31, 2021**, your personalized coverage choices and the cost for coverage (if applicable) will be provided at that time.

## proof of good health requirement



**Proof of good health** is required for some benefit plans, depending on when you enroll, the amount of coverage you choose, or the types of changes you are making. **As a reminder, legacy Noble employees that enroll from October 1 through October 31, 2021, will generally not be subject to proof of good health requirements, depending on the coverage level you choose.** If proof of good health is required, your coverage will not take effect until you complete the process, and your request is approved. You will be notified if proof of good health is required.

## basic life insurance

The **Basic Life Insurance Plan** provides a lump-sum benefit equal to two times your annualized regular pay if you die while you're covered under the plan. You'll also have access to funeral planning services through Dignity Memorial and grief counseling services through LifeWorks. Currently, this coverage is provided at no additional cost to eligible employees. You cannot cover dependents. Your coverage will begin automatically effective October 1, 2021; you do not need to enroll.



## supplemental life insurance

The **Supplemental Life Insurance Plan** is available for you to purchase additional life insurance coverage for yourself. You cannot cover dependents. You'll also have access to will preparation and funeral planning services through Dignity Memorial when you enroll. This is an optional benefit; if you want coverage, you must enroll and pay the full cost at group rates. You can enroll at any time, but if you do so during the initial enrollment period, **October 1 through October 31, 2021**, proof of good health is generally not required, depending on the coverage level you choose.

## dependent life insurance

The **Dependent Life Insurance Plan** is available for you to purchase life insurance coverage for your eligible dependents. You're automatically the beneficiary of any benefits payable under this plan. This is an optional benefit; if you want coverage, you must enroll and pay the full cost at group rates. You can enroll at any time, but if you do so during the initial enrollment period, **October 1 through October 31, 2021**, proof of good health is generally not required, depending on the coverage level you choose. You'll have the option to choose one or both of the following coverage choices, as applicable:



- **Spouse or Domestic Partner coverage.** Remember, if your spouse or domestic partner is also a Chevron employee, neither of you can enroll for this coverage.
- **Child coverage.** If you elect this coverage, all your eligible children (under age 25) are automatically covered. Coverage continues as long as you have at least one child eligible for coverage, but you need to cancel coverage when all of your children become ineligible. "Other dependents" are not eligible for coverage. If your spouse or domestic partner is also a Chevron employee, only *one* of you can carry Dependent Life Insurance – Child Coverage.

## what happens to your noble coverage

If you're enrolled in Noble Voluntary Life Insurance (employee, spouse and/or child coverage), your coverage will end on September 30, 2021. There is no option to convert this plan to individual coverage as an active employee.

# accident insurance

A basic overview of each of the accident insurance options available at Chevron is included below. You can read more about each of these plans at [hr2.chevron.com/noble](https://hr2.chevron.com/noble).

## on-the-job accident insurance

**On-the-Job Accident Insurance** pays a benefit if you die, are dismembered, or lose the use of a body part as a result of an accident that occurs while you're at work. Benefits are in addition to any other company benefits, workers' compensation or Social Security which may apply. Currently, this coverage is provided at no additional cost to eligible employees. You cannot cover dependents. Your coverage will begin automatically effective October 1, 2021; you do not need to enroll.

## business travel accident insurance

**Business Travel Accident Insurance** is designed to provide you and your family added financial security if you suffer a covered loss or you die as a result of an accident while traveling on a company-paid business trip. Currently, this coverage is provided at no additional cost to eligible employees. Your eligible spouse/domestic partner and dependent children are also covered if they accompany you on a business trip that is authorized by and paid for in whole, or in part, by Chevron. Your coverage will begin automatically effective October 1, 2021; you do not need to enroll.



## voluntary group accident insurance

The **Voluntary Group Accident Insurance Plan** pays benefits if you or a covered dependent suffers a covered loss as a result of an accident. This is an optional benefit; if you want coverage, you must enroll and pay the full cost at group rates. You can enroll at any time, but if you do so during the initial enrollment period, **October 1 through October 31, 2021**, proof of good health is generally not required, depending on the coverage level you choose. Your personalized coverage choices and costs will be provided when you enroll.

If you enroll, you'll choose the type of coverage (You Only or You + Family) as well as the principal sum of coverage.

- The Plan pays a **percentage of your principal sum** if you suffer a covered loss as the result of an accident. The percentage the Plan pays is based on a schedule of benefits.
- If your **covered dependent** suffers a covered loss as a result of an accident, the Plan pays a percentage of the principal sum. The amount of benefits payable under family coverage is determined by the composition of your family and is based upon a percentage of your principal sum of coverage.

## what happens to your noble coverage

If you're enrolled in Noble Voluntary AD&D Insurance, your coverage will end on September 30, 2021. There is no option to convert this plan to individual coverage as an active employee.

# disability benefits

A basic overview of each of the disability insurance options available at Chevron – **Short-Term Disability** (sick pay) and **Long-Term Disability** is included below.

## short-term disability (sick pay)

Sick time at Chevron generally falls under the Chevron Short-Term Disability (STD) Plan. The STD Plan is designed to help protect your income if you're unable to work due to a qualifying on-the-job or off-the-job illness, injury or medical condition. Currently, this coverage is provided at no additional cost to eligible employees. You cannot cover dependents. Your coverage will begin automatically effective October 1, 2021 as long as you are actively at work; you do not need to enroll.

Under the STD Plan, you have two benefit banks – one for on-the-job disabilities and one for off-the-job disabilities.

- **On-the-job benefits.** Under the plan, on-the-job benefits are 26 weeks of full-pay and 26 weeks of half-pay (52 total weeks), regardless of your years of health and welfare eligibility service.
- **Off-the-job benefits.** Your off-the-job benefits are based on your years of health and welfare eligibility service. You can find your health and welfare eligibility service date on the personalized service letter that was sent to you in June. A chart of how off-the-job benefits accrue is included below. The maximum benefit you can accrue under the plan is 26 weeks of full-pay and 26 weeks of half-pay (52 total weeks).
- **There is no waiting period when you are sick.** You receive full-pay (100 percent of regular pay) on the first day of illness.
- **Plan benefits are based on your regular pay.** In general, your regular pay is your base wage, including regularly scheduled overtime and certain shift differentials. Your regular pay doesn't include special payments (such as Chevron Incentive Plan (CIP) or other bonuses or incentives) or any pay you may receive for work you do outside your regular work schedule.
- **Each time you receive benefits from the plan, your account is reduced by the benefits used.** The plan also includes a benefit restoration feature when you meet time and work requirements after using STD benefits.

STD benefits are based on the following schedule and are the maximum amounts you can accumulate.

Health and Welfare Eligibility Service	On-the-Job Disability		Off-the-Job* Disability	
	Full Regular Pay	Half Regular Pay	Full Regular Pay	Half Regular Pay
Hire date less than 1 year	26 weeks	26 weeks	2 weeks	2 weeks
1 – 4 years	26 weeks	26 weeks	6 weeks	6 weeks
5 – 9 years	26 weeks	26 weeks	16 weeks	16 weeks
10 – 14 years	26 weeks	26 weeks	21 weeks	21 weeks
15 or more years	26 weeks	26 weeks	26 weeks	26 weeks

\*Employees with six months of continuous service, will receive off-the-job disability benefits in accordance with the above schedule upon each health and welfare service anniversary date. However, if you're not working your full regular work schedule (unless you're on a vacation or a leave of absence with pay) on the last workday before your service anniversary date, your off-the-job disability bank isn't adjusted until you return to work on your full regular work schedule.

**This is a basic overview. See the [hr2.chevron.com/noble](https://hr2.chevron.com/noble) website to learn how to report when you are sick, how to file a claim for benefits, or read the Short-Term Disability summary plan description.**

## what happens to your noble coverage

### if you are on an STD absence during the transition ...

#### If your disability began *prior to October 1, 2021*

You will continue to receive benefits under the Noble STD plan. This means the Noble STD plan rules will remain in effect and your benefits will continue to be administered by Prudential. You should continue to follow the Noble disability process for the duration of your absence. When you return to active work, you will be eligible for coverage under the Chevron STD Plan.

#### If your disability begins *on or after October 1, 2021*

Your eligibility for benefits will be based on the Chevron STD Plan and you will need to follow the Chevron process to report and certify your absence.

## long-term disability

The **Long-Term Disability (LTD) Plan** provides benefits to eligible employees who remain totally disabled for 180 days or use all of their Chevron Short-Term Disability (STD) and available vacation benefits, whichever is later. There are two parts to the LTD Plan: **Basic coverage** and **Optional coverage**.

### Basic Long-term Disability coverage

This coverage can pay disability benefits of **40 percent** of your annualized regular pay, up to the Internal Revenue Code limit (this limit is currently \$290,000 but is adjusted periodically based on inflation). If your annualized regular pay is less than \$52,500, Chevron pays for Basic Coverage of **60 percent** of your annualized regular pay up to \$35,000.

- **You do not need to enroll.** This coverage begins automatically effective October 1, 2021 (as long as you are actively at work).
- Currently, this coverage is provided **at no additional cost** to eligible employees.
- This benefit is **only for employees**. Dependents are not covered.

### Optional Long-term Disability coverage

You can purchase **Optional Coverage** for additional benefits that, when combined with the company-paid Basic Coverage, provide you with a **total** of 50 percent or 60 percent of your annualized regular pay up to the Internal Revenue Code limit. Note that even if you purchase the maximum amount of optional coverage, this benefit *does not* replace your pay in full.

- If you want optional coverage, **you must enroll** on the BenefitConnect website on or after October 1, 2021.
- If you enroll between **October 1 and October 31, 2021**, then you do not need to provide **proof of good health**. If you miss this deadline and want to enroll for this coverage at a later date, you will be required to provide proof of good health.
- **You pay the entire cost of this coverage** through payroll deduction on an after-tax basis. Your cost for coverage depends on the amount of optional coverage you select. More information about the cost for this coverage will be provided when you enroll.
- This benefit is **only for employees**. Dependents are not covered.

**This is a basic overview. See the [hr2.chevron.com/noble](https://hr2.chevron.com/noble) website to learn more, including the types of disabilities covered, and to read the Long-Term Disability summary plan description.**

### what happens to your noble coverage

If you are on a long-term disability (or a short-term disability that transitions to a long-term disability) that began prior to October 1, 2021, your disability will continue to be covered by your Noble disability plan and administered by Prudential. When you return to work, you will be eligible for coverage under the Chevron LTD plan.

## family and medical leave act (FMLA)

The Family and Medical Leave Act of 1993 (FMLA) is a federal law that provides up to 12 weeks of job protection during any 12-month period for certain personal and family medical reasons. Job protection means that when you return from an absence covered under FMLA, you must be restored to your original job, or to an equivalent job with equivalent pay and benefits. In addition, your use of time off under FMLA cannot result in the loss of any employment benefit that you earned or were entitled to before you used the time off. FMLA can run concurrently with certain Chevron leaves of absence, such as Chevron Family Leave. You'll receive information about Chevron's leaves of absences later this fall.

### what happens to your noble coverage

- If you are on an approved FMLA absence on October 1, 2021, it will automatically transfer to Chevron's absence management partner, Reed Group. Reed Group will administer your FMLA absence through your original certification date. You may need to take action if either of the following apply:
  - **You are taking intermittent FMLA.** You will need to contact Reed Group beginning October 1, 2021 to report your intermittent FMLA time.
  - **You need to extend your absence or request a new absence.** You will need to contact Reed Group to request an extension of your approved FMLA or to request a new FMLA absence.
- Time taken off under FMLA since October 1, 2020 will count toward your Chevron FMLA entitlement beginning October 1, 2021.

Continued next page...





# how to report an absence at chevron

for absences that start on or after October 1, 2021

Starting October 1, 2021, you'll need to follow **Chevron's Disability Management Program** to report any absences related to:

- Job protection under the **Family and Medical Leave Act of 1993 (FMLA)**.
- Your own illness or injury that lasts for **more than five scheduled workdays**.
- Caring for a **seriously ill or injured family member**.
- The **birth, placement or adoption** of a child.
- **Military family leave**.

## how to report an eligible absence

**For absences that start on or after October 1, 2021**

*Absences starting on or before **September 30, 2021** should follow your current Noble process.*

1

### **Notify your supervisor.**

Give at least a **30-day** notice, or as much notice as you possibly can.

2

### **Contact Reed Group.**

You must contact Reed Group, Chevron's absence management partner, to report your absence and begin the certification process to verify eligibility. Call the **HR Service Center** at **1-888-825-5247** (choose the option to **report an absence**) or online through **LeavePro** at **chevron.myleaveproservice.com** (first time users must register to create an account).

3

### **Provide all requested information.**

Reed Group will explain which forms must be completed and can request medical information from your doctor(s) on your behalf (except when you report your absence under FMLA only). Reed Group may request additional documentation as needed. Ultimately, it's your responsibility to ensure all requested information, from you or from your doctor(s), is provided in a timely manner.



If you don't complete the required steps or provide the requested information, you could be disqualified from being eligible to receive disability benefits, including Short-Term Disability or Long-Term Disability. In addition, if you're absent for an FMLA-related reason and you don't contact Reed Group as required, your absence won't be recorded as qualifying for job protection under FMLA.



# long term care insurance

**Long Term Care Insurance** is designed to help you pay for long term care services received at home or in a nursing facility in the event you or a family member can no longer perform everyday activities such as eating, bathing, toileting or dressing. Although most people associate long term care with their later years, it's important to know that the need for long term care can happen at any time and at any age as the result of an unexpected illness or accident. The costs of these types of services are expensive and often can exhaust financial savings.

- This is an optional benefit; if you want coverage you must enroll.
- Coverage is available to you, your eligible dependents, and other eligible family members age 75 and under.
- Enrollment instructions will be posted on [hr2.chevron.com/noble](https://hr2.chevron.com/noble) and via email leading up to the enrollment period. You can enroll for this coverage directly with Genworth starting October 1, 2021. You cannot make an enrollment election for this benefit from the BenefitConnect enrollment website.
- If your enrollment application is approved by Genworth, you'll pay the full cost of coverage at group rates. Coverage cost information will be available when you enroll.
- Proof of good health – also called medical underwriting – is generally required.

## what happens to your noble coverage

The Noble Energy Group Long Term Care Insurance plan will end on September 30, 2021. If you're enrolled in the plan, your coverage can be continued on an individual basis and billed directly by Unum. More information about what happens to your current coverage will be provided to you directly under separate cover.

# group auto and home insurance

**Group Auto and Home Insurance** offers access to a wide range of personal property and casualty insurance policies. Eligible employees can take advantage of group rates on auto and home insurance and the ease of payroll deduction for premium payments. You pay the full cost of coverage.

- This coverage is insured through MetLife Auto & Home and administered by Mercer Voluntary Benefits.
- This is an optional benefit; if you want coverage you must enroll.

Enrollment instructions will be posted on [hr2.chevron.com/noble](https://hr2.chevron.com/noble) and via email leading up to the enrollment period. You can enroll for this coverage directly with **Mercer** on or after **October 1, 2021**. Your eligibility for this coverage will display on the BenefitConnect website, but you cannot enroll there.

# what happens to other noble voluntary benefits

The following Noble voluntary benefits will end on September 30, 2021.

- **ID theft protection, provided by InfoArmor.** Chevron does not currently offer a voluntary ID theft protection plan. If you are enrolled in the Noble ID theft protection plan, you will have the option to continue your coverage on an individual basis and pay for it through direct bill. You will receive more information under separate cover about your options for continuing coverage, including important deadlines.
- **MetLaw, provided by Hyatt Legal Plans.** Chevron does not currently offer a voluntary group legal plan; however, if you enroll in the **Supplemental Life Insurance Plan**, you will have access to will preparation services through Hyatt Legal Plans at no additional cost. MetLaw does not offer an option to continue this coverage on an individual basis. If you are enrolled in this plan, your coverage will end on September 30, 2021.