

dependent day care flexible spending account (FSA)

The **Dependent Day Care Spending Account (DCSA)** is Chevron's **flexible spending account plan** for dependent day care expenses for a qualified dependent — like after-school childcare, a licensed childcare provider, or school tuition up to kindergarten — so you and your spouse can go to work. This plan allows you to pay for certain eligible dependent day care expenses with before-tax dollars. Each month, you contribute a set amount to your account through before-tax payroll deductions. Then you use the funds available in your account to pay for eligible dependent care expenses. Just like the health FSA, this account only lasts for the calendar year, and any unspent and unclaimed money after the annual deadline will be forfeited. For more information about Chevron's Dependent Care FSA – the DCSA – and how it works, go to hr2.chevron.com/REG.

2023 Dependent Day Care FSA Annual Contribution Limits

Your total contributions to *all* Dependent Day Care FSA accounts (Chevron and another employer) cannot exceed the 2023 IRS limit of **\$5,000** Single or Married filing jointly / **\$2,500** Married filing separately. The Chevron enrollment website will allow you to contribute up to the plan's 2023 annual maximum, but it's your sole responsibility to track all contributions to all your Dependent Care FSA accounts and contribute accordingly to avoid a tax penalty.

REG what happens to your REG coverage

- Your **REG Dependent Care FSA** closes on **December 31, 2022**.
- Final payroll contributions, as applicable, will be taken from your REG paycheck on **December 16, 2022**.
- **Your REG Dependent Care FSA cannot be rolled over to Chevron's DCSA in 2023.** For this reason, be sure to monitor your REG FSA balance and plan your eligible expenses accordingly to ensure you use your balance by **December 31, 2022**, and do not lose any of the dollars you have contributed (or will contribute) in 2023.



dependent day care FSA transition checklist

- If you want to participate in the Chevron Dependent Day Care FSA – the DCSA – for 2023, you must enroll **December 12 – December 30, 2022**. *Coverage is not automatic.* Payroll contributions to your Chevron DCSA will begin on subsequent Chevron paychecks in January after you enroll.
- Outstanding claims for reimbursement of eligible expenses incurred on or before **December 31, 2022**, should be filed directly with **Optum** according to your REG plans' established procedures and deadlines. **You're encouraged to file all outstanding claims as soon as possible, but no later than March 31, 2023.**

how the transition works

If you're a legacy REG U.S.-payroll employee eligible to participate in health and protection benefits, you'll have the opportunity to enroll in Chevron U.S.-payroll benefits starting **December 12, 2022**. Here's an overview of how this transition works. Additional enrollment instructions and reminders will also be sent via email, mailings to your home and online at hr2.chevron.com/REG as the enrollment period approaches.

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

We're providing information about your Chevron health benefits in advance, so you have the opportunity to research network providers, transfer prescriptions (if necessary), gather documents for the required dependent verification process, and have a general understanding of Chevron's health and protection benefit program in advance of making enrollment decisions. **This guide**, the **Key Resources** section on page 5 and hr2.chevron.com/REG are good starting points.

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enroll for 2023 chevron benefits december 12 through december 30, 2022.

If you want to participate in Chevron health benefits starting **January 1, 2023**, you *must* enroll **December 12** through **December 30, 2022**. If you enroll, your coverage is effective January 1, 2023. **Coverage is not automatic; your action is required to enroll. If you miss this enrollment deadline, you will not have REG or Chevron health benefits as of January 1, 2023.** We strongly advise that you don't wait until the deadline and enroll as soon as possible. Enrollment instructions will be posted on hr2.chevron.com/REG and sent via mail and email leading up to the enrollment period.

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enroll by december 20, 2022 to ensure your coverage is ready to serve you on january 1.

While you have until December 30 to make your enrollment elections, we strongly encourage you to make your elections by **December 20, 2022**. When you enroll, it takes additional time for your new benefit plans, like Anthem medical or Delta Dental, to receive your enrollment data from the HR Service Center and to activate your coverage in their systems. If you submit your elections by this date, your new plans will have time to activate your coverage by January 1, 2023, and you're likely to receive any applicable ID cards timely. If you have known or planned care during that first week of January, enrolling quickly can help make your transition easier.

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complete post enrollment activities and requirements

There may be additional action required of you to complete your dependent verification, apply for continuation of care, transfer your prescriptions, manage your new HSA account, designate beneficiaries, and more. You'll also receive ID cards and welcome information from your new plans. Watch for additional instructions and reminders between now and early January.

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The information in this newsletter applies to legacy REG 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. Oral statements about plan benefits are not binding on Chevron or the applicable plan. There are no vested rights with respect to Chevron health and welfare plans or any company contributions toward the cost of such health and welfare 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.