



Your **Annual Enrollment** Instructions

Welcome to Your Total Rewards

Information about how to register, access, and utilize the new tools and resources during Annual Enrollment on the Your Total Rewards portal.

This year's Annual Enrollment will be a new experience. ExxonMobil has chosen Alight Solutions to offer resources that empower you to make informed benefit decisions during Annual Enrollment.

This 2024 Annual Enrollment season, you will be able to view and better manage your benefits through Alight's user-friendly portal, Your Total Rewards.

Enrollment starts October 25 and continues until November 10, 2023 at 11:59 p.m. CST. During this period, you can change or cancel your coverage for 2024.

ExxonMobil

Let's Begin— Steps to Register

Your Total Rewards Portal Registration Tutorial:

Step 1

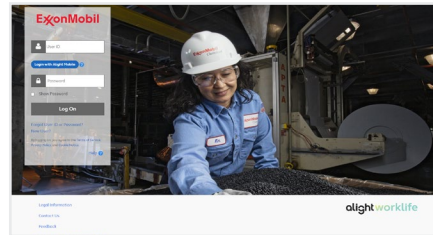
To get to your Annual Enrollment site, you can navigate directly to digital.alight.com/exxonmobil

OR

On exxonmobilfamily.com, in the “ExxonMobil Retirees” section, click on the **Your Total Rewards portal link**.

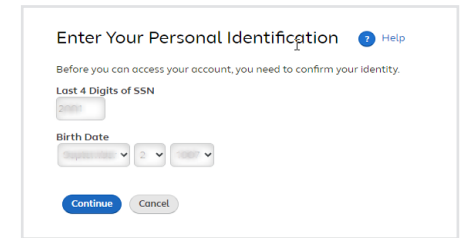
Step 2

Next you will be directed to the following page. Click on **New User?** under the **Log On** button.



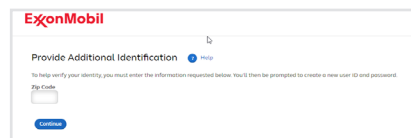
Step 3

You will then be prompted to input some of your personal information. Once completed, click **Continue**.



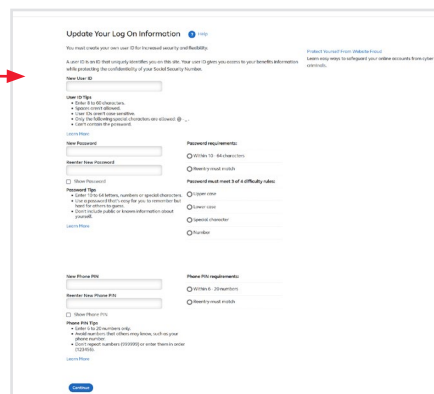
Step 4

You may be asked to provide additional information to identify you. Then click **Continue**.



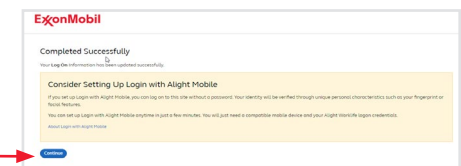
Step 5

On this screen, be sure to follow the prompts to update your log on information. Once completed, click **Continue**.



Step 6

When your log on information is uploaded successfully, you will be directed to the following page. Click **Continue** to navigate to the Your Total Rewards portal home page.



Let's Enroll

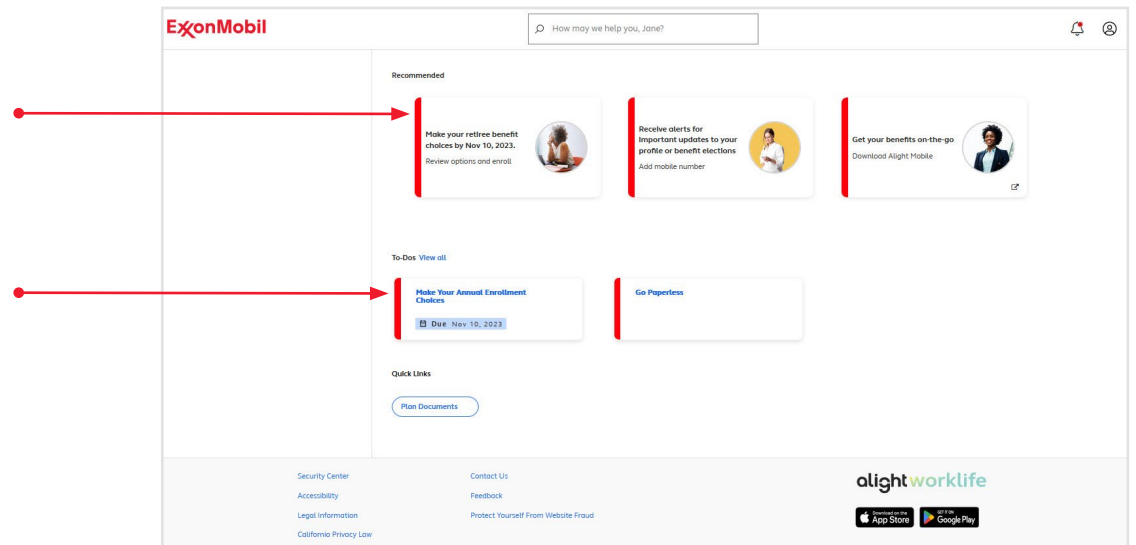
How to Enroll:

Once you're on the home page, click the **Make Your Retiree Benefit Choices** tile in the "Recommended" section.

OR

Click the **Make Your Annual Enrollment Choices** tile in the "To Dos" section to begin the enrollment process.

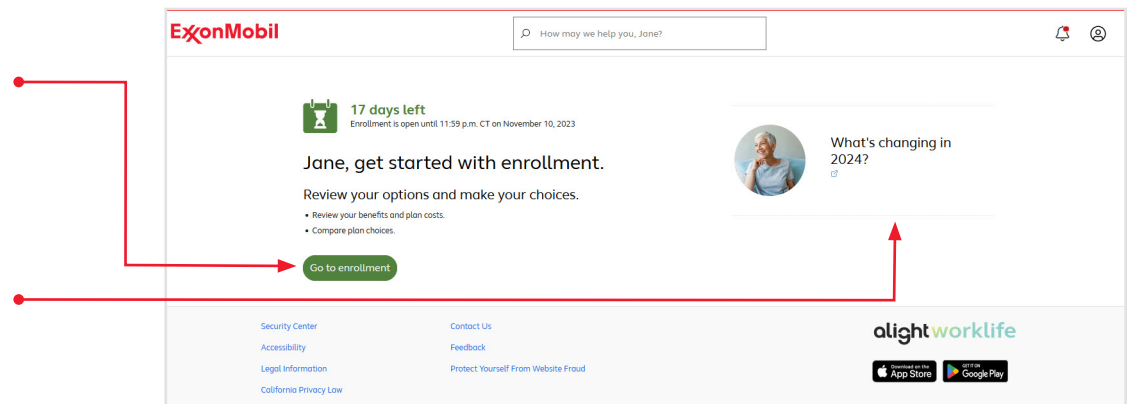
This must be completed between October 25, 2023, and no later than November 10, 2023 at 11:59 p.m. CST.



Next

Click **Go to Enrollment** to review your benefits, plan costs, and compare plan options, if applicable.

To review any plan changes in the coming year, click **See plan costs and information** under "What's changing for 2024?"



Here's a tour of the site and tips for customizing your experience

1 Summary View

You can see your costs annually or monthly.

2 View/Change

You can click **Review/Change** next to any of your benefit options to review or make changes to each benefit.

3 Confirm Elections

When you're ready, confirm your elections and continue the enrollment process.

If you click **Review/Change** for any of your options, simply follow the instructions that come up on the following pages to guide you through your enrollment.

Once you've completed all your benefits elections, you will return to the "Benefits summary" page. If you want to make additional changes, select the **Review/Change** option below the price in the section you wish to change. If you're done with your changes or your review, you can continue to complete your enrollment.

The options shown on your screen may be different from the picture to the right.

PRO TIP > **view/change** your coverage details to make sure your dependents are up to date.

* For the best experience, use Chrome, Firefox, Edge, or Safari. Using Internet Explorer may prevent you from having a successful enrollment experience.

The Benefits Summary page will show your selected benefits for next year.

This is the main hub with options for what you can see and change during your 2024 enrollment.

ExxonMobil How may we help you, Jane?

Benefits summary

This is the coverage you'll receive beginning **Jan 1, 2024**. You can make changes or decline coverage, by selecting **Review/Change**. To complete enrollment, select the **Continue** button at the bottom of the page.

Until you select "Confirm" below your elections will not be saved.

1 Monthly Annual

Next year's benefits

Effective Jan 1, 2024

Retiree Medical	Non-Medicare Eligible Aetna POS II A You Only	\$287.00 Review/Change
	Medicare Eligible Medicare Primary Option (MPO) Spouse Only (John)	\$74.00
Dental	Aetna You + 1 (John)	\$281.00 Review/Change
Vision	UnitedHealthcare You + Spouse (John)	\$19.75 Review/Change
Retiree Group Universal Life Insurance	\$50,000 lump sum	\$36.80 Review/Change

Total cost

Next year's benefits (effective Jan 1, 2024) **\$497.56** Monthly

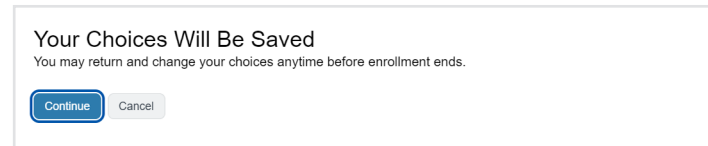
Make changes anytime before **November 10, 2023**.

3 Continue Quit

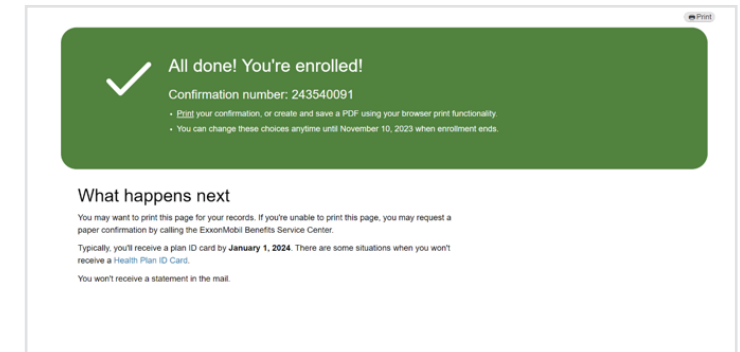
Confirm Benefits

Confirmation:

After reviewing your “Benefits Summary” page, confirm your elections. Your elections will be saved and you’ll be able to make amendments and changes, if applicable, before the Annual Enrollment window closes, November 10, 2023 at 11:59 p.m. CST.

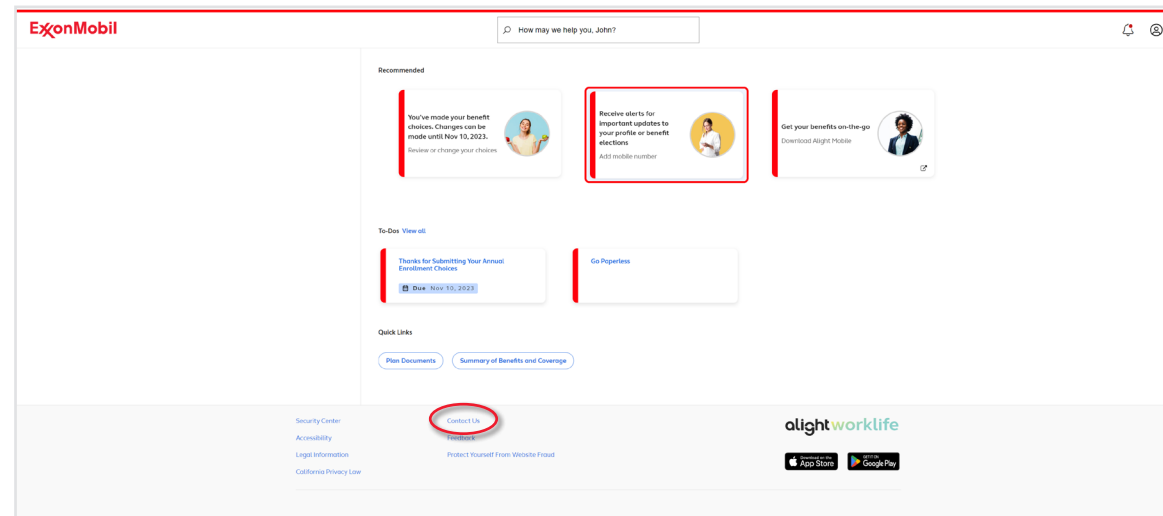


If you see this screen, congratulations, you’ve completed enrollment. You’ll be sent a confirmation to your email on file, or through regular mail, and you may also print this page for your records.



Total Rewards

When you return to the Your Total Rewards portal home page, you will now see an option to change your Annual Enrollment elections.



PRO TIP > If you are having trouble or require assistance with your enrollment process, you can contact a benefit representative at 833-776-9966.

You can also initiate a web chat. At the bottom of the web page, click on **Contact Us**, choose **General Information**, then select **Chat With Us** (8 a.m. to 4 p.m. CST, Mon through Fri).

