

# **Marathon Petroleum Wellness Program**

**Restated Effective July 1, 2017**



## Table of Contents

<b>I. Purpose .....</b>	<b>1</b>
<b>II. Classes of Membership and Eligibility .....</b>	<b>1</b>
<b>III. Effective Date of the Program.....</b>	<b>2</b>
<b>IV. Contributions.....</b>	<b>2</b>
<b>V. Benefit Coverage Under the Wellness Program .....</b>	<b>3</b>
<b>VI. Limitations .....</b>	<b>6</b>
<b>VII. Provisions for Termination or Continuation of Coverage .....</b>	<b>6</b>
<b>VIII. Administration .....</b>	<b>6</b>
<b>IX. Participation by Associated Companies and Organizations .....</b>	<b>7</b>
<b>X. Modification and Termination of the Program .....</b>	<b>7</b>
<b>Appendix A — Eligible Employee Subsets of Participating Companies and Organizations .....</b>	<b>8</b>

## I. Purpose

Marathon Petroleum Company LP (Company) has established the Marathon Petroleum Wellness Program (Program), a health promotion program, to provide employees and their families with a variety of opportunities to improve health.

## II. Classes of Membership and Eligibility

### A. Employee Member

Employees who work on a Regular “full-time” or Regular “part-time” basis. For purposes of benefit eligibility, Regular “full-time” basis means the employee has a normal work schedule of at least 40 hours per week or at least 80 hours on a bi-weekly basis. Regular Part-time means the employee is a non-supervisory employee who is employed to work on a part-time basis (minimum 20 hours but less than 35 hours per week), and not on a time, special job completion or call-when-needed basis.

The following are specifically excluded from eligibility to participate in the Program:

- Casual employees (including Co-ops and College Interns) and common law employees,
- Who have not been designated by the Company as Regular employees who work on a full-time or part-time basis are excluded from eligibility to participate. Specifically excluded from eligibility to participate in the Program are any Individuals who have signed an agreement, or have otherwise agreed to provide services to the Company as an independent contractor, regardless of the tax or other legal consequences of such an arrangement, and
- Leased employees compensated through a leasing entity, whether or not the leased employee falls within the definition of “leased employee” as defined in Section 414(n) of the Internal Revenue Code.

### B. Dependents

Eligible dependents are covered on the same date as that of the member or on the date such dependents are acquired, whichever is later. Eligible dependents are:

#### 1. Spouse

The spouse of an Employee Member is an eligible dependent under the Program. Lawful spouse shall also include a common law spouse established under the laws of a state in which common law marriage is legal and for which the member can provide confirmation of such common law marriage as required in the Marathon Petroleum Affidavit of Common Law Marriage form.

#### 2. Domestic Partner

The qualified domestic partner of an Employee Member is an eligible dependent under the Program. Employees must meet the requirements established in the Marathon Petroleum Affidavit of Domestic Partner Relationship form before the domestic partner can be an eligible dependent under the Program.

### 3. Children

Children, up to age 26, are eligible dependents under the Program.

Children include:

- Natural children of the first degree,
- Legally adopted children, and children placed for adoption,
- Stepchildren,
- Children, whose parents are both deceased, and for whom you have legal custody as determined by a court of competent jurisdiction and whose permanent residence is with you,
- Children (up to age 26) of a qualified domestic partner, whom the employee has met the requirements established under the Marathon Petroleum Affidavit of Domestic Partner Relationship, and
- A dependent disabled child who has reached age 26 but is less than age 65 and is incapable of self-support due to a mental or physical disability if the child became disabled before reaching the age of 26.

From time to time you may be required to verify the eligibility of any dependent you have covered under the Program when requested by the Program or a claims administrator.

Article V lists the benefits available under the Wellness Program and the persons eligible to participate in each type of benefit program.

## III. Effective Date of the Program

Employees and eligible dependents that have been recorded on the HR Data System are automatically enrolled on the first date of the employee's employment or when a dependent is acquired and added to the system; however, eligible dependents must be in the HR Data System to receive benefits. You may contact the Benefits Service Center to confirm or add dependents to the HR Data System by calling 888-421-2199 or emailing [benefits@marathonpetroleum.com](mailto:benefits@marathonpetroleum.com).

### Transferring Among Eligible Employee Subsets

If you are employed by an employer within the controlled group to which MPC belongs, but not included in an eligible employee subset of participating companies and organizations, as identified in Appendix A, and then subsequently become an employee in an eligible employee subset during the program year, you will automatically be enrolled in the MPC Wellness Program effective the date of transfer.

## IV. Contributions

The cost of the Wellness Program is paid entirely by the Company, except for fees which exceed the program reimbursement levels.

## V. Benefit Coverage Under the Wellness Program

Wellness Program benefits are administered jointly by Marathon Petroleum Health Services and its partner, HealthFitness. The website used to access this program is [www.mympcwellallways.com](http://www.mympcwellallways.com).

Benefits under the program include:

- Health Assessment
  - Employee Member, Spouse, Domestic Partner
- Wellness Expense Benefit
  - Employee Member, Spouse, Domestic Partner, Children
- Weight Watchers™ Weight Management
  - Employee Member, Spouse, Domestic Partner
- Tobacco Cessation
  - Employee Member, Spouse, Domestic Partner
- HealthFitness Health Programs
  - Employee Member, Spouse, Domestic Partner

### A. Health Assessment

The Health Assessment is designed to educate eligible members on the benefits of good health. The website [www.mympcwellallways.com](http://www.mympcwellallways.com) links the individual to a questionnaire that obtains general information about an individual's health and life style. It then uses this information to evaluate the person's current health status and to make recommendations for improvement by providing an invitation for participation in HealthFitness' online programs.

Personal health information that you enter into the website is not accessible to anyone at the Company. Company employees who oversee the wellness program do receive information needed to administer the program incentives and reports showing aggregate results of the Health Assessment and program participation to identify trends and more accurately target wellness activities for the population as a whole. The Notice found on the login page to the Well ALL Ways website ([www.marathonpetroleum.com/mympcwellallways/Wellness\\_Notice\\_2017.pdf](http://www.marathonpetroleum.com/mympcwellallways/Wellness_Notice_2017.pdf)), provides additional information regarding the privacy of the personal health information submitted through the Health Assessment. As an incentive to complete an annual Health Assessment, the Program will pay an Employee Member \$50. This amount will be paid once the Company is notified by HealthFitness that the employee has successfully completed the annual assessment as posted on the [www.mympcwellallways.com](http://www.mympcwellallways.com) website. The payment will be made through Marathon Petroleum Payroll and be subject to the employee's normal payroll taxes.

Payment is limited to one \$50 amount each calendar year. Also, the incentive is available to Employee Members only. Other eligible individuals (spouse and domestic partner) are encouraged to complete the assessment, but will not receive the incentive payment.

## B. Wellness Expense Benefit

To be eligible for any Wellness Expense Benefit reimbursement in a particular year, the Employee Member must successfully complete a Health Assessment during that calendar year. Employees are required to complete the annual Health Assessment between January 1 and December 31 to access the Wellness Expense Benefit for that year.

The Wellness Expense Benefit is designed to assist with payment for fitness and exercise club memberships, and activities and classes that fulfill the primary purpose of fitness including aerobic exercise, flexibility, and/or strength training.

Reimbursement amounts are as follows:

- Maximum annual reimbursement for a single Employee Member is \$200, and for an Employee Member with dependents, \$350.\*
- An additional \$200 toward behavior weight management through Weight Watchers™ (see section C below).

\* **Note:** An Employee Member will be eligible for the \$350 reimbursement if the Employee has a Spouse/Domestic Partner and/or any children.

To qualify, all fitness and exercise club memberships, as well as activities and classes, must meet the criteria noted above. The Marathon Petroleum Medical Director's office has the authority to determine what courses, programs and fitness facilities will be eligible for reimbursement. The Well ALL Ways website contains additional information on the items which are and are not reimbursable. It is advisable to contact Health Services at 1-866-808-5706 before registering for a class, an activity or purchasing a membership that is not listed as qualified.

Employee Members and dependents must be eligible for the Program at the time of registration, payment and participation in a qualified activity or membership. Memberships and activities enrolled in prior to date of hire or after termination or retirement do not qualify for reimbursement. Requests for reimbursement are made by submitting proof of payment and a completed Well ALL Ways Reimbursement Form to Health Services or as directed by Health Services. The electronic reimbursement form and what qualifies as proof of payment can be found by several access points.

1. [www.mympcwellallways.com](http://www.mympcwellallways.com)
  - About Program section, click on Programs Offered
2. MPC Connect Well ALL Ways website
  - Take Action, click on the Wellness Expense Benefit Form
3. [www.mympcbenefits.com](http://www.mympcbenefits.com)
  - Wellness, click on Wellness Overview



Reimbursement requests must be received by Health Services no later than January 31 of the calendar year following the year in which the eligible expense was incurred. The period for the benefit is January 1 through December 31. There is no carry-over of funds from year-to-year.

Reimbursement is made by adding the amount to the employee's regular pay, with all applicable federal, state and local taxes withheld.

## C. Weight Watchers™ Weight Management

To be eligible for any Wellness Expense Benefit reimbursement in a particular year, the Employee Member must successfully complete a Health Assessment during that calendar year. Completing the Health Assessment before participating in a qualifying activity is not required, but highly recommended.

Individuals can be reimbursed for behavior-based weight management classes by enrolling in the Weight Watchers™ program either on-line, through meetings held at the workplace, or at community-based meetings. **Note: This is the only weight management program approved for reimbursement by the Wellness Program.**

Reimbursement is limited to \$200 per year per eligible participant. This is in addition to any amounts for other activities or memberships reimbursed through the Wellness Expense Benefit provision. However, reimbursement is made by submitting the same request form as described in the Wellness Expense Benefit provision.

## D. Tobacco Cessation

Coverage is provided at no cost through the tobacco cessation program. Further information can be found on the Well All Ways website or by calling HealthFitness at 1-800-851-5951, option 2.

## E. HealthFitness Health Programs

- Health Challenges
  - Challenges offered throughout the year that provide information about a specific health topic and guides employees in setting reasonable goals that lead to improved health.
- Healthy Activity Points Program
  - Employee participants will be able to earn points for completing various healthy activities throughout the program year.
- Health Advisor
  - This free service offers personal guidance from a Health Advisor to help you understand your assessment results and what programs are available to help you address current health risks.

- Health Coaching
  - If you qualify based on the results of your Health Assessment, you will have access to your own confidential HealthFitness Health Coach who can provide personalized guidance through a series of phone calls or online interactions to help you reach your health goals, such as losing weight, increasing physical activity or managing stress.

## **VI. Limitations**

No benefits are payable from the Wellness Program for or in connection with:

1. Physical examinations or preventative screening tests.
2. Expenses covered by another group plan to which the Company contributes.
3. Expenses incurred for fitness facilities, wellness classes or programs not approved by the Medical Director.
4. Expenses incurred for courses where attendance requirements were not met.
5. Expense reimbursement forms postmarked after January 31st of the following year.

## **VII. Provisions for Termination or Continuation of Coverage**

Coverage for employees and their dependents terminates when they cease to be a Regular employee who works on a full-time or part-time basis for any reason or due to certain Leaves of Absence, as discussed below. Coverage will also terminate if the Program is terminated by the Company.

Coverage for employees and their dependents will be continued for three months if the employee is temporarily laid off. If on an approved leave (other than a Military Leave), coverage for employees and their dependents continue for up to two years to the extent the employee is eligible for Company contributions to a Company-provided health plan. If an employee is granted a Military Leave to perform “service in the uniformed services” as defined under the Uniformed Services Employment and Re-employment Rights Act of 1994, coverage is continued subject to the provisions of the Act.

## **VIII. Administration**

Marathon Petroleum Health Services coordinates administration of the Wellness Program. For program information contact Health Services at 1-866-808-5706 or by mail at Health Services, Marathon Petroleum Company LP, Room 993-M, 539 South Main Street, Findlay, OH 45840.



### **IX. Participation by Associated Companies and Organizations**

Upon specific authorization and subject to such terms and conditions as it may establish, Marathon Petroleum Company LP may permit subsidiaries and affiliated organizations to participate in this Program. Currently, these participating companies include Marathon Petroleum Company LP, Marathon Petroleum Corporation, Marathon Petroleum Service Company, Marathon Petroleum Logistics Services, Blanchard Refining Company LLC, Catlettsburg Refining LLC, Speedway LLC, Speedway Prepaid Card LLC, and MW Logistics Services LLC. Employee eligibility within these participating companies may be limited to certain employee subsets, as identified in Appendix A. In addition, eligible subsets of employees must satisfy all eligibility provisions otherwise provided by this Program.

The term “Company” and other similar words shall include Marathon Petroleum Company LP and such affiliated organizations. The term “employee” and other similar words shall include any eligible employee of these companies.

### **X. Modification and Termination of the Program**

The Company reserves the right to modify or terminate this Program, in whole or in part, in such manner as it shall determine, either alone or in conjunction with other plans or programs of the Company. Modifications or termination can be applied, at the sole discretion of the Company, to any or all members.

## **Appendix A**

### **Eligible Employee Subsets of Participating Companies and Organizations**

- Marathon Petroleum Corporation
  - Regular employees
- Marathon Petroleum Company LP
  - Regular employees
- Marathon Petroleum Logistics Services LLC
  - Regular employees
- Marathon Petroleum Service Company
  - Regular employees
- Blanchard Refining Company LLC
  - Regular employees
- Catlettsburg Refining LLC
  - Regular employees
- Speedway LLC
  - Regular employees in Salary Grades 12 and Above
- Speedway Prepaid Card LLC
  - Regular employees in Salary Grades 12 and Above
- MW Logistics Services LLC
  - Regular employees