

Matching Gift Program Guidelines

Who is eligible to participate?

- All regular full-time U.S. paid employees of ConocoPhillips Company and any of its designated U.S. affiliates or wholly owned subsidiaries who are based in the United States, and domestic employees on expatriate assignment who are paid in U.S. dollars.
- Former employees who retired from ConocoPhillips Company having met retiree eligibility requirements under their applicable retirement plan, and retired board members, who:
 - Are not actively employed full-time elsewhere, including self-employment, or
 - Are not eligible to participate in another company's Matching Gift Program offered to employees or retirees.
- Active members of the Board of Directors of ConocoPhillips.
- All decisions on the eligibility of participants are at the sole discretion of ConocoPhillips Company.

Who is not eligible to participate?

- Employees and retirees of less than 50% owned affiliates of ConocoPhillips.
- Retirees, including retired board members, who are:
 1. a) Actively employed full-time elsewhere, including self-employment, or
 2. Eligible to participate in another company's matching gift program offered to employees or retirees, or
 3. Retired from ConocoPhillips at the time of the split and began employment with Phillips 66 on or after May 1, 2012, or d) Retired from Phillips 66 after May 1, 2012.
- Spouses and domestic partners and surviving spouses and domestic partners of ConocoPhillips Company employees, retirees and board members.