

Your K-C

Benefits

Enroll October 21
through
November 1.



Caring for You, While



You



Care for

The



World

At K-C, together we combine our care and dedication each day to make lives better for families all around the world. We use that same care and dedication within the company as we continue to look for new ways to make life better for you and your family.

What's changing?

We routinely look across all of our benefits to be sure the benefits we offer remain competitive and align with our peers. This year we've identified the most effective changes, improvements, and additions to give you the support and resources you need to:

- heal and recuperate from a disabilitypg. 3
- grow your family pg. 4
- enhance your skills and career..... pg. 4
- protect your family's financial futurepg. 5
- save for future health care needspg. 7

Take time now to review what's new and changing effective January 1, 2020, for all employees covered under a Collective Bargaining Agreement (CBA). Many of the changes outlined in this guide require no action from you. But it's important to know what's available so you can make the most of your K-C benefits in the coming year.



Choose your 2020 Benefits October 21 - November 1. Learn more on pg. 9.





Caring for You During a

Disability

Having protection when the unexpected happens is important for your peace of mind. Just as important is knowing what protection you have when you need it. That's why we're making changes to our disability benefits with new administrators and payment methods.

Note: Moving forward, Weekly Disability Insurance (WDI) will be referred to as Short-Term Disability (STD). The plan design remains the same.



New Disability Administrators:

We're transitioning our disability plans to two new vendors – a company called Matrix for STD and a company called MetLife for Long-Term Disability (LTD). These vendors are leaders in their industry and have the tools and resources in place to simplify the leave process and provide you with the support you need for the duration of your leave.

New Disability Payment Method:

With the change in disability administration, your STD payment will be paid directly through K-C payroll, so your deductions (e.g., 401(k), medical) will continue automatically.

More information about the new disability experience will be provided in the December edition of K-C Benefits Buzz.

Note: Any claims with a date of eligible disability on or before December 31, 2019, will continue with Prudential. If you're currently out on disability, you'll receive more information in the coming weeks.

Caring for Your

Growing

Family



Enhanced Education Assistance: It's important that we all continue to grow and learn, no matter your age or role at K-C. That's why we're expanding our current education assistance program to include reimbursement for certifications, software programs, and pass-fail courses up to the annual \$5,250 IRS limit. This includes trade or business certifications and more. The education/certification program you select must align with your K-C career development and be approved by your Team Leader.

Education assistance, surrogacy, and adoption benefits

Personal growth is important when it comes to your career. It's equally important that you have support while growing your family. So we're adding more services and programs that let you grow your skills and your family.

Growing Your Family: Whether you're adding to your family through birth or adoption, K-C supports you with financial reimbursement.



New Surrogacy Benefit:

We're adding a new surrogacy reimbursement benefit up to \$10,000 per child for eligible expenses.



Enhanced Adoption

Assistance: We're increasing the maximum reimbursement up to \$10,000 per child for eligible expenses.

K-C is required to withhold applicable federal Social Security and Medicare taxes from adoption and/or surrogacy reimbursements and to report the total amount of reimbursements to the IRS on your Form W-2. K-C will also withhold federal income tax on surrogacy reimbursements. In addition, applicable state and local taxes may apply. K-C recommends seeking legal and/or tax advice regarding these reimbursements as all or part of your adoption assistance reimbursements may be taxable. See the applicable policies for more information.

More information about the programs above will be outlined in the updated Education Assistance and Adoption and Surrogacy Assistance policies available January 1, 2020.

Caring for Your Family's F



Income protection benefits

K-C wants to be sure you have the protection needed to cover what you love the most – the future of your family. That's why we automatically provide basic group life insurance coverage in the amount of two times your annual base pay at no cost to you. You can also purchase additional life insurance coverage for yourself, called supplemental life insurance.

Effective with this year's enrollment, you can purchase supplemental life insurance up to eight times your annual base pay. If you're already enrolled in supplemental life insurance, we're offering a special one-time enrollment. Depending on your current election, you may be able to increase your coverage level by one times your annual base pay without being subject to Evidence of Insurability (EOI).

Don't forget.

K-C offers optional insurance plans through Voya to supplement your income in the event of an unfortunate illness or accident. Learn more about critical illness insurance and accident insurance at presents.voya.com/EBRC/KimberlyClarkCorporation.



Future



Caring for Your Health –

Now and Later

Health Savings Account (HSA)

While your HSA can be used to pay for care today tax free, it can also help you build a nest egg for your health care expenses down the road. As you plan your spending account contributions for 2020, here are a few things to know.

- **HSA Contribution Maximum:** To comply with IRS regulations, the annual HSA contribution limits are increasing to \$3,550 for individuals and \$7,100 for families. These maximums include the K-C contribution to your account. If you're age 55 or older, you can contribute an additional \$1,000 per year.
- **HSA On Demand:** Any funds you elect to contribute for 2020 will be available in your account at the beginning of January through a feature called HSA On Demand. This way, you have the money you need to cover eligible expenses before the funds are deducted from your paycheck.

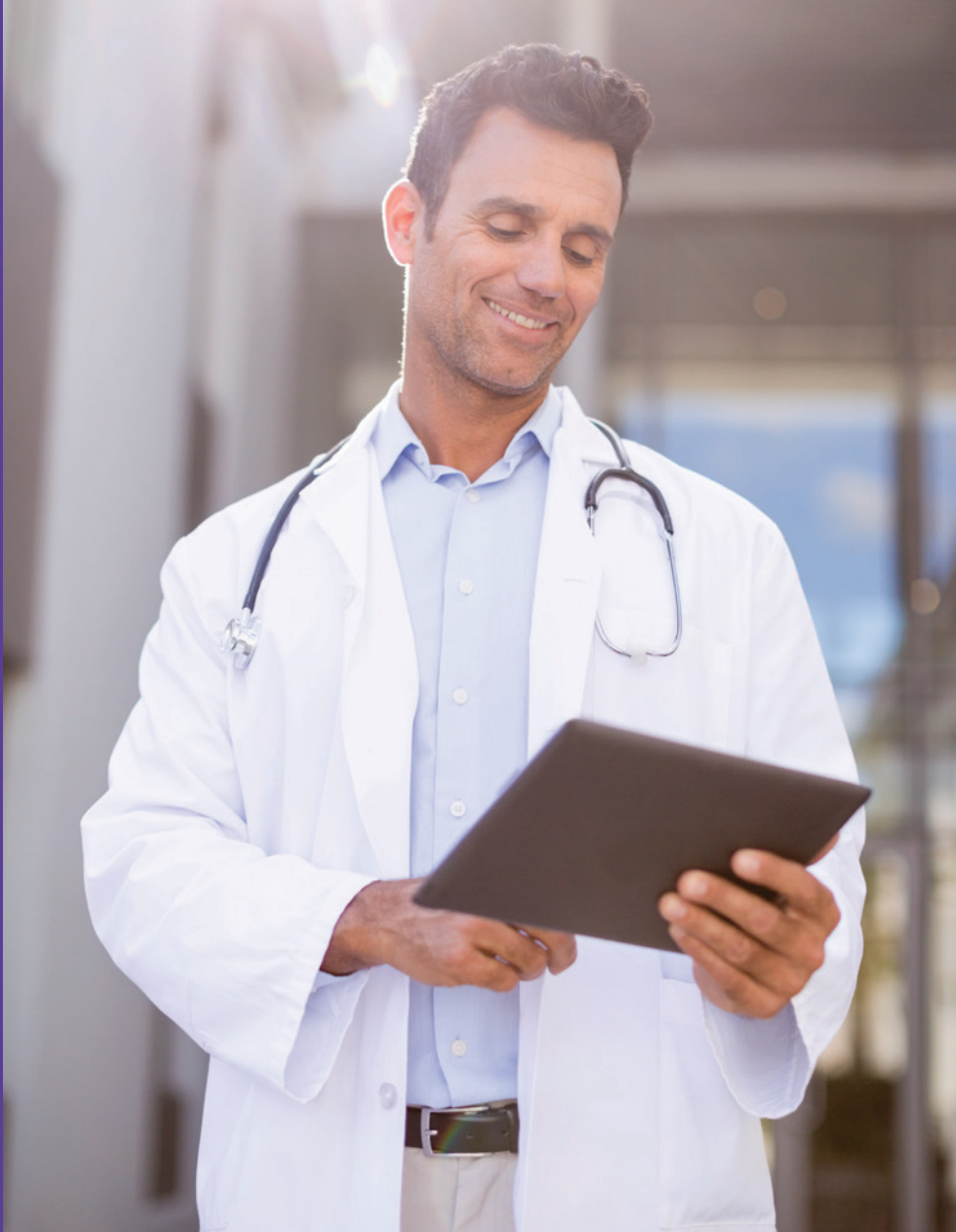
HSA Savings Tip

Contributing to an HSA offers a triple tax advantage. You won't be taxed when you:

- Contribute to your account
- Use your HSA to pay for eligible health care expenses
- Accrue interest and investment returns (if elected)

Note: State exclusions may apply.





Caring for You

24/7

LiveHealth Online

With the click of a button on your smartphone or computer, Anthem network doctors are ready to see you 24/7 with LiveHealth Online. Get help with minor problems like the cold, flu, or pink eye. They can even write a prescription and send it to your pharmacy. The best part is the cost of a medical office visit through LiveHealth Online is cheaper than going to your regular doctor or urgent care at \$59 per visit.

Learn more by going to
livehealthonline.com/kimberlyclark.



24/7

Choosing your Care

Completing Your Enrollment

Now that you know what's changing, you'll need to complete 2020 Annual Enrollment between October 21 and November 1.



From a computer or mobile device, go to **kcbenefitcompass.com**.

When completing your enrollment online, keep the following in mind:

- You'll see a difference to K-C Benefit Compass and the online enrollment process, including new navigation.
- As you go through the online enrollment process, you may see a "recalculating" message on your screen. This means the system is calculating your paycheck costs as you move through each benefit.
- You'll have until 11:59 p.m. ET on November 1 to complete your enrollment online.



Call the K-C Benefits Information Line at **800-551-2333** and choose the Health & Welfare option. Empyrean representatives are available Monday through Friday, from 9 a.m. to 5 p.m. ET. The hours will be extended to 6 p.m. ET during Annual Enrollment to provide you with more support.

Things to Consider

When completing your enrollment, consider the following:

- **How other coverage outside of K-C impacts your HSA eligibility:** During the enrollment process, you'll be asked to designate your HSA eligibility. If you're enrolled in TRICARE, Medicare, or a non-high deductible health plan outside of K-C, the IRS specifies that you cannot contribute to or receive company contributions into an HSA. There are also special eligibility considerations for Veterans Administration benefits.

If you're ineligible for an HSA, you'll be offered a CDHP with a Health Reimbursement Account (HRA) that meets IRS regulations. To learn more about HSA eligibility and/or the CDHP with HRA, call **800-551-2333** and choose the Health & Welfare option.

- **What information and paperwork you'll need if adding a new, eligible dependent:** You'll need their Social Security Number, date of birth, and address (if different from yours). Once you add them, you'll need to select the benefit you'd like them to have coverage for (e.g., medical, dental). Documentation is required for each new dependent you add and is due 30 days from the day you complete your Annual Enrollment.

If You Don't Take Action

If you don't enroll by the deadline, here's what to expect:

- **Medical Plan Option:** You and your covered dependents will default into the medical plan option you're currently enrolled in. If you declined coverage for 2019, you'll continue with no coverage in 2020.*
- **Savings & Spending Account(s):** You'll have no employee savings or spending account contributions, meaning you'll miss out on an opportunity to lower your taxable income.
- **Tobacco-User Status:** You'll default to tobacco-user status, meaning you'll miss out on the \$240 Tobacco-Free discount on your annual medical paycheck costs.

Trying to quit tobacco?

You don't have to face it alone. Anthem provides a virtual tobacco cessation program with one-on-one support from trained experts. To learn more, register at livehealthonline.com/kimberlyclark and click the *Tobacco-free* tile.

**If the medical plan option you're currently enrolled in won't be available in 2020, you'll default to the CDHP Blue with HSA.*





After You Enroll

Once you've completed your enrollment here's what to expect:

- **Confirmation Email:** Within 24 hours of completing your enrollment, you'll receive a confirmation email from Empyrean to your K-C email address.
- **Changing Elections:** If you need to make changes to your elections before enrollment ends, log in to **kcbenefitcompass.com** on or before November 1 and click *Annual Enrollment Event - Confirmed*. If you need help, call **800-551-2333** and choose the Health & Welfare option.

Once Annual Enrollment ends, there may still be a few things that require action with K-C's spending account and assistance program administrator, ConnectYourCare:

- **Adoption and Education Reimbursement:** You have until **December 20** to submit your 2019 Adoption and Education Assistance claims. Any claims submitted after the annual 2019 deadline will be reimbursed from your 2020 allocation.

- **FSA and DCSA Expenses:** You have until **December 31** to incur expenses against 2019 Flexible Spending Account (FSA) and Dependent Care Spending Account (DCSA) balances.
- **FSA and DCSA Claims:** You have until **March 31, 2020**, to submit eligible 2019 FSA and DCSA claims (incurred January 1 – December 31, 2019).

What's Coming?

As we look ahead, we want to make you aware of an upcoming change to our payroll and time reporting systems in 2020. This change will involve transitioning vendors, implementing a new electronic time reporting system, and introducing cutting-edge technology to transform your user experience. Stay tuned for more information early next year.

2020 Medical Plan Options

As you prepare for Annual Enrollment, use the chart below to easily compare the two Consumer Driven Health Plan (CDHP) with HSA options available. Refer to the enclosed letter for your annual medical paycheck costs.

	CDHP Blue with HSA		CDHP Green with HSA	
How the Options Are Different				
	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible	\$1,500 Individual \$3,000 2-Party \$3,000 2-Party Plus	\$3,000 Individual \$6,000 2-Party \$6,000 2-Party Plus	\$2,500 Individual \$5,000 2-Party \$5,000 2-Party Plus	\$5,000 Individual \$10,000 2-Party \$10,000 2-Party Plus
Out-of-pocket maximum	\$3,000 Individual \$6,000 2-Party \$6,000 2-Party Plus	\$6,000 Individual \$12,000 2-Party \$12,000 2-Party Plus	\$5,000 Individual \$10,000 2-Party \$10,000 2-Party Plus	\$10,000 Individual \$20,000 2-Party \$20,000 2-Party Plus
How the Options Are The Same				
K-C's HSA contribution	\$700 Individual \$1,400 2-Party \$1,400 2-Party Plus			
Preventive Care	In-Network: K-C Pays 100%. Out-of-Network: You pay 100% until you reach the out-of-network deductible, then K-C pays 60%.			
Coinsurance, office visits, urgent care, emergency room, hospitalizations, lab, x-ray, imaging, mental health inpatient, and outpatient	In-Network: You pay 100% until you reach the in-network deductible, then K-C pays 80%. Out-of-Network: You pay 100% until you reach the out-of-network deductible, then K-C pays 60%.			
How Both Options Cover Prescription Drugs				
Preventive	K-C pays 100% for preventive prescriptions.			
Maintenance	K-C pays 100% for certain maintenance prescriptions. ¹			
Generic, brand-preferred, and non-preferred brand	You pay 100% until you meet the deductible, then K-C pays 80%.			

¹ To learn which maintenance prescriptions are included, log in to caremark.com or call CVS/caremark at 888-797-8911.

All options offered through a Kimberly-Clark medical plan provide coverage for breast reconstruction following a medically-necessary mastectomy. Reconstruction includes the affected breast and the non-affected breast to produce a symmetrical appearance, prostheses, and physical complications related to the mastectomy, including lymphedema, in a manner determined in consultation with the attending physician and the patient. This change was effective January 1, 1999, and is required to be communicated every year.



Benefit Deduction Change

You'll move from having benefit deductions taken over 24 pay periods to 26 pay periods beginning with your first paycheck in 2020. This means your benefit deductions will be taken in smaller increments throughout the year.

You'll see your 2020 benefit deduction amounts when you complete your enrollment online.

Questions or Concerns?

Call the K-C Benefits Information Line at **800-551-2333** and choose the Health & Welfare option. Emptyrean representatives are available Monday through Friday, 9 a.m. to 5 p.m. ET with extended hours to 6 p.m. ET during Annual Enrollment.

Plan Change Details

Each of K-C's medical plan options provide a Summary of Benefits and Coverage (SBC) with key plan details that reflect medical plan changes. You can access the 2020 SBCs by logging in to kbenefitcompass.com > **Plan Information**.

This notice is a summary of the governing Plan documents and policies. It's intended to be a brief description and cannot present all of the details of the Plan provisions.

In all cases, the provisions of the applicable Plan will govern. Except for certain provisions subject to collective bargaining, Kimberly-Clark reserves the right to make changes to its benefits programs at any time.



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