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EMPLOYMENT



Our workforce is our Company's No. 1 asset, and Halliburton is committed to providing an inclusive workplace, along with comprehensive benefits and career development opportunities to attract and retain talented employees.

We listen and respond to employee feedback, and work hard to provide employee-driven solutions to nurture an engaged workforce that feels valued and accepted with the right support and resources to be successful.

We comply with all applicable employment, labor and human rights laws to ensure fair and ethical employment practices. These practices are covered by our non-discrimination, minimum employment age requirement, freedom of association and fair compensation policies, as well as our policies on health, safety and security for our employees. Our policies are also aligned with the Universal Declaration of Human Rights expressed by the United Nations.

Health Care and Other Benefits

We have a global footprint of over 40,000 employees in more than 70 countries. We provide a core set of benefits worldwide that are tailored to meet the needs of our diverse workforce.

In each local market, Halliburton targets the market median in offering comprehensive medical, disability, accident and life insurance coverage. Company-sponsored medical plans typically include inpatient, outpatient and professional services for medical and behavioral health needs, as well as prescription drug coverage. Dental and vision coverages are also offered in the majority of countries.

In the U.S., all regular employees who are scheduled to work a minimum of 20 hours per week are eligible for all health, welfare and retirement benefits offered by Halliburton, including retirement consultation and planning. Employees can elect different levels of coverage for themselves and their eligible family members for medical, prescription drug, behavioral health, dental and vision coverage. Our medical plans are administered by best-in-class

nationwide vendors in order to offer our employees comprehensive coverage wherever they reside.

In addition to healthcare coverage, our benefit plans include options for employee customization with a variety of options, including short-term and long-term disability, life insurance, and accidental death and dismemberment insurance. Employees in the U.S. and Canada also have access to accounts to help save for large health expenses.

Halliburton Retirement and Savings Plan

All active U.S.-based employees are eligible to participate in the Halliburton Retirement and Savings Plan. In 2020, Halliburton matched up to 5 percent of eligible pay, for a total contribution of USD 56.5 million. The Company made an additional contribution of USD 33.8 million to eligible employees irrespective of their participation status. Additionally, financial educational sessions in the U.S. were expanded from in-person formats across 10 cities to virtual sessions available in all cities, providing direct access to certified financial planners to current and former employees participating in the Halliburton Retirement and Savings Plan.

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\$90.3M

Total Company contributions to Halliburton Retirement and Savings Plan funds

Family Care Program

We recognize that our employees have obligations outside work that may affect their abilities, at times, to be present, productive and engaged. To ensure that our employees bring their best selves to work every day, we provide support to our employees and their families through our Family Care program.

Our Family Care program for our U.S. employees includes:

- **Paid Parental Bonding Benefit** – Mothers and fathers who have experienced either the birth of a child, or adoption of a child under the age of 18 may be eligible to take a paid bonding leave or to receive a bonding payout in lieu of taking a paid leave. To provide for flexibility, employees may elect either eight weeks of paid bonding leave or a bonding payout in lieu of leave equivalent to two weeks of regular pay.

This benefit is separate from, and in addition to, our existing medical leave benefits associated with a birth. In 2020, 88 percent of new mothers took the leave and 73 percent of new fathers took it.

- **Adoption Assistance** – This is available for use by any eligible employee for the reimbursement of adoption-related expenses up to a lifetime maximum reimbursement of USD 20,000 per employee.
- **Dependent Sick Days** – Eligible employees may take up to five paid days off each calendar year to care for, or attend to, an immediate family member.
- **Back-Up Dependent Care** – Employees who have an urgent need for back-up dependent care can receive up to 15 days of care annually.
- Additional programs include access to virtual learning support, test preparation, college coaching and elder care.

We also offer two global programs designed to provide additional support and flexibility for our employees and their families. These include the **Work Location Flexibility Program**, which allows employees to work from home or from an alternate location, in addition to their assigned work location, under certain circumstances; and the **Dual Careers Program**, which provides career support services to an employee's spouse when an employee relocates, either domestically or internationally, to work for Halliburton. These spousal support services include résumé development, career planning, personal branding, networking and job skills information.

Wellness Programs

Halliburton offers a variety of tools and resources to help employees advance their personal health and wellness. Our employee lifestyle management program, LiveWell, provides all U.S. domestic and expatriate employees and their spouses with access to information and tools to help them achieve their personal health and wellness goals, including tobacco cessation, weight-loss programs and stress reduction.

The Halliburton Wellness Committee, under executive sponsorship, has a mission to increase awareness and create opportunities for employees and their families to take ownership of their health and well-being, with a focus on five key pillars:

(1) nutrition, (2) physical health, (3) emotional health, (4) financial wellness and (5) community involvement.

As part of our wellness awareness efforts, employees volunteer as Halliburton Wellness Champions to help fellow workers stay informed of wellness initiatives and to encourage a culture of health and wellness at Halliburton. In 2020, we expanded our wellness offering to provide resources to support each of the five pillars: an online nutrition educational program; global weight-loss challenges and discounted group fitness classes, either in-person across the U.S. or virtually, available in 30 countries; tele-behavioral health sessions added as an additional modality under the group health plans for U.S. domestic and expat employees; financial education sessions available for employees and their families; and a myriad of charitable outreach initiatives championed by our community relations department, Giving Choices.

We also offer programs that help employees constructively address wellness issues that may arise within and/or outside the workplace. These programs include the Halliburton Dispute Resolution Program, which provides an independent ombudsman and mediator support to help employees resolve workplace issues.



The Impact of the Pandemic on Our Well-Being

Employees in the U.S., Canada, the UK, and Australia have access, at no cost, to an Employee Assistance Program (EAP) that offers confidential help and support for a range of personal and professional difficulties. As part of our response to the global health crisis, an EAP was initiated in both the Middle East and Africa, with plans to expand mental health service support more broadly.

The 2020 pandemic created many hardships for our employees and their families, but, in true Halliburton style, we rose to the challenge, and, through the efforts of our Wellness Champions network, we were able to make a positive impact on employees by promoting the importance of emotional health.

Some examples of what we did:

- Mental health services provided by the EAP were promoted throughout the regions with an emphasis on how employees can find help for mental health concerns related to COVID-19, such as anxiety, depression, feelings of loneliness and isolation, adapting to change, burnout, and other pandemic-related stressors.
- The EAP provided virtual presentations to employees on relevant topics such as how to conquer family stress during COVID-19, working from home and your mental health, financial concerns, managing loneliness, mental health awareness, thriving through change, and stress awareness.
- Further promotion of mental health awareness and EAP services were continually communicated throughout the organization through the development and delivery of digital materials such as quarterly newsletters, weekly tip sheets and emails, safety moments, virtual presentations and webinars, with a total impact reaching over 22,000 employees globally.

Our mental health service delivery was also enhanced to include online counseling, virtual resources and COVID-19 resource pages on our internal Company websites.

The EAP saw emerging trends in 2020, with financial concerns being the largest category, and mental health concerns (such as depression, anxiety, grief, loss and bereavement) comprising the second largest category.

