



Hewlett Packard
Enterprise



YOUR CAREER: WHAT'S NEXT?

October 2019

Agenda

- WFR Program Information
- U.S. Benefits Overview
- LearnOnlineNow
- EY Financial Coaching Program
- Lee Hecht Harrison (LHH) Career Transition Services Program
- Resources



PROGRAM INFORMATION



US WORKFORCE REDUCTION PROGRAM WEBSITE

Information and tools

Below are links to the documents and tools your manager provided to you during your notification meeting:

Summary Plan Description (SPD): This document summarizes the basic terms of the Workforce Reduction Plan (the Plan), including how the Plan works and how your severance payment is calculated. It also provides a description of circumstances in which you may not be eligible to receive a cash severance payment.

Job Search Manual: This document is designed to help you create or update your profile and search and apply for a new position in Hewlett Packard Enterprise.

Workforce Reduction (WFR) FAQs: This document provides answers to frequently asked questions about the U.S. WFR Program.

EY Financial Counseling: This brochure provides information on the financial counseling services provided by Hewlett Packard Enterprise impacted as of April 1, 2019

LearnNowOnline: This brochure provides information on the online skillset training courses provided by Hewlett Packard Enterprise

Lee Hecht Harrison (LHH) Brochure: This brochure provides information on the career transition services provided by Hewlett Packard Enterprise to support you during and beyond your WFR Redeployment Period.

Hewlett Packard Enterprise Benefits Resources Brochure: This brochure explains the benefits available to you as part of the U.S. WFR Program.

Key Contacts

AMS WFM Lead: **Jim DePaolo**

Your career: what's next?

Attend a session designed to provide you with an overview of the benefit programs you will be eligible for as a part of the U.S. WFR program.

**"Your Career: What's Next?"
Presentation Materials**



Presentation Slides

"Your Career: What's Next?" Webcast



Webcast Replay

EEname
EID
Subject: Notification and Severance Materials

Dear EEname,

A number of positions within our department have been affected by workforce reduction, and it is with regret that I must inform you that your position has been eliminated. Your employment with Hewlett Packard Enterprise will end on EDate. We want you to know that we are committed to helping you continue your career. Hewlett Packard Enterprise has engaged Lee Hecht Harrison (LHH), a career transition services firm, to provide you with personalized career transition assistance such as one-on-one career coaching, assistance with your resume, search strategies, networking, interview training and much more. These services will help you think through employment opportunities (both inside and outside of Hewlett Packard Enterprise) and assist you in your job search process. For more information, please refer to the LHH brochure included with this package. The following information will help you as you begin the next phase of your career. If you have any additional questions prior to your last day of employment, please create an AskHR case (accessible on the @HPE portal under "Employee links") and attach supporting material. If you have any additional questions following your last day of employment, please submit your questions through the external AskHR support center.

Your Next Steps

Review the content of your notification and severance benefits materials, which include an estimate of the severance benefits you may be eligible for. Your information package also includes a summary of the Workforce Reduction Plan, job search tools, benefits information, career transition services brochure, frequently asked questions (FAQs), and a leaving checklist. These documents and other helpful information are also available on the [Support for U.S. employees who left HPE under Workforce Reduction \(WFR\) Program](#). This website will be accessible after you terminate from HPE and is password protected. Regardless of the access point (internal or external) it will always ask for credentials as follows:

Username: nahrservices_wfr@hpe.com
Password: HPEHR18

External website address is <https://content.ext.hpe.com/sites/WFR/Home.page>

You can also reference the [U.S. Workforce Reduction Program website](#) for program details. Use the Job Search Manual for guidance on how to explore Hewlett Packard Enterprise's internal job openings, post your resume and apply.

Provide your external email address to [HR Global Services](#). Hewlett Packard Enterprise will email or mail your Legal Waiver and General Release Agreement approximately 14 days after your last day of employment at Hewlett Packard Enterprise. Work with your manager to transition your current workload.

Important Dates

Notification Date: Your 2-week Notice/WFR Redeployment period starts today	NDate
Last day of employment at Hewlett Packard Enterprise: This corresponds to the end of your 2-week Notice period	EDate
Last date to submit your Waiver and General Release Agreement: Sign/Return Date by 5pm PT on or within 60 days from your designated last day of employment	WDate

During your two-week notice/WFR Redeployment period, we encourage you to begin your career transition and job search process. If, at the conclusion of the WFR Redeployment period you have not accepted a direct assignment or other job offer, and have not terminated your employment with Hewlett Packard Enterprise, your employment will end on your designated last date of employment mentioned above.

Consistent with requirements of the Federal Worker Adjustment and Retraining Notification Act (WARN), be advised that this employment termination under the Workforce Reduction Program may be part of a mass layoff/impending under WARN. If so, the planned action is permanent, and there will be no bumping rights. Please [click here](#) for information concerning payments provided under the Program and WARN. If you have any questions, please contact the [Hewlett U.S. HR Global Services Team](#) - Federal Company Workforce Reduction Plan Summary Plan Description for

[HR Global Services URL: WFR@hpe.com](#)

NOTIFICATION SEVERANCE LETTER

← AskHR for WFR Related Questions (internal and external access)

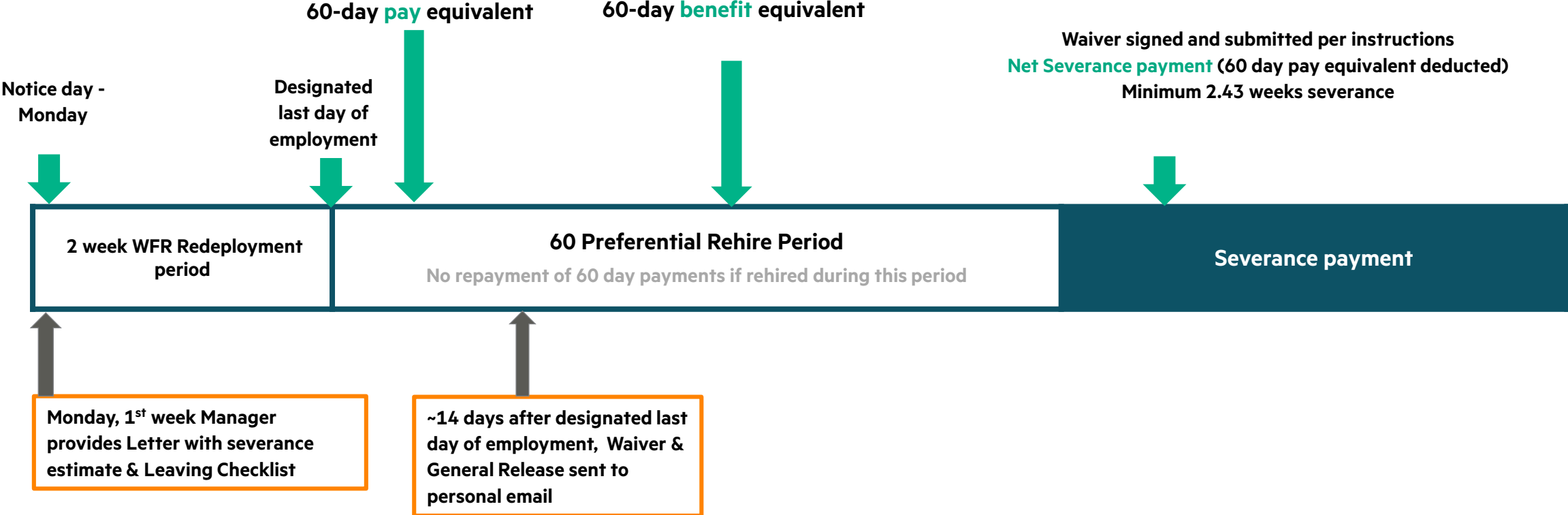
← Presentation at this URL

← External Information

← Benefits End at Midnight on This Day



TIMELINE



PAY OVERVIEW

Timing	Pay component
Designated last day of employment	<p>Final paycheck</p> <ul style="list-style-type: none"> • Pay through your designated last day of employment. • Normal deductions apply (e.g., personal use charges, Benefits, 401(k), United Way, etc.) except for Employee Stock Purchase Plan. • Unused Vacation/PTO/Floating Holiday paid out where required by state law.
Two weeks after your designated last day of employment	<p>60-day pay equivalent</p> <ul style="list-style-type: none"> • Payment is subject to tax withholding at the bonus rate. <i>(Please note tax withholding includes 22% Federal Income Tax, Social Security, Medicare, State and local taxes. These taxes will be taken out as required.)</i> • No Deductions (unless required by agency for garnishments).
Approximately 45 to 60 days after your designated last day of employment	<p>60-day Benefits equivalent</p> <ul style="list-style-type: none"> • Payment is subject to tax withholding at the bonus rate. • No deductions (unless required by agency for garnishments).
Approximately 60 to 90 days after your designated last day of employment	<p>Net cash severance payment</p> <ul style="list-style-type: none"> • Payment is subject to tax withholding at the bonus rate. <i>(Please note tax withholding includes 22% Federal Income Tax, Social Security, Medicare, State and local taxes. These taxes will be taken out as required.)</i> No Deductions (unless required by agency for garnishments). • To receive this payment you must return HPE's Waiver and Release Agreement in the specified timeframe.

Q&A



US BENEFITS OVERVIEW



US BENEFITS OVERVIEW

- Health and welfare benefits
- Life insurance, AD&D, and LTD
- Flexible spending accounts
- Retirements benefits
- Vacation and holidays
- OptumHealth EAP Services for HPE Members
- WFR Treatment for HPE Equity Awards
- Contacts / resources



HEALTH AND WELFARE BENEFITS

Coverage ends at midnight on your designated last day of employment

- Includes medical, prescription drugs, mental health benefits, dental, and vision.
- Notice that your coverage is ending mailed to home address following your designated last day of employment
- However, the Employee Assistance Program (EAP) benefits continue to be available for 90 days.

Option to continue current medical, dental, vision, and Health FSA coverage through COBRA (Consolidated Omnibus Budget Reconciliation Act)

- Notification of COBRA rights mailed to home address within 14 days of your designated last day of employment
- Eligible for 60 days from the date of separation to elect COBRA coverage and 45 days after electing coverage to pay the initial premium
 - Enrollees in COBRA will pay the full cost of their benefits and a 2% administration fee.
 - Call the Benefits Service Center at 844-537-5304 or go to MyHPERewards to determine exact cost
- Coverage goes into effect retroactive to your designated last day of employment
- Must be activated by employee
- Can generally remain in effect for 18 months from your designated last day of employment
- Can be used to cover time gap between gain of coverage from other employers, spouse coverage



LIFE, ACCIDENTAL DEATH & DISMEMBERMENT (AD&D), AND LONG TERM DISABILITY BENEFITS (LTD)

Life Insurance and AD&D

- Life insurance and AD&D end at midnight on your designated last day of employment
- You can elect to continue term life coverage through portability or conversion to an individual policy with Cigna by submitting an application within 31 days following your designated last day of employment (or 60 days following your last day of employment, for the conversion option)

LTD and LTD Dependent Health Continuation

- Your coverage ends on your designated last day of employment. Any LTD benefits currently being received can continue as long as you qualify (as determined by the claims administrator). Dependent health continuation benefits are available only for disabilities that began prior to your designated last day of employment.



VOLUNTARY BENEFITS

Group legal services

If you participate in the Group Legal program, you have the option to continue your participation when you leave. Contact ARAG® within 90 days following your designated last day of employment if you wish to continue coverage

Other voluntary programs

Once you're no longer paid on U.S. payroll, you may wish to contact the vendor to make arrangements to pay premiums for voluntary programs, such as auto & homeowners insurance



FLEXIBLE SPENDING AND HEALTH SAVINGS ACCOUNTS

Dependent Care Flexible Spending Account (DCFSA)

- Participation ends on your designated last day of employment
- Eligible expenses can be submitted until March of the following year

Health care Flexible Spending Account (HCFSA)

Participation ends on your designated last day of employment

Eligible expenses can be submitted until March of the following year

- Employees are not eligible for reimbursement of expenses incurred after your last day of employment
- Exception - if you choose to continue making after-tax contributions to your account through COBRA, you can continue to use your account during any period you are making contributions (up to the end of the current calendar year)

Health Savings Account (HSA)

- Your Health Savings Account, including HPE's contributions to your Health Savings Account, stay with you after you leave HPE



RETIREMENT BENEFITS

Pension Plan(s)

Because HP Inc. is a continuation of the Hewlett-Packard Company corporate entity and Hewlett Packard Enterprise was established as a new corporate entity, administration of the HP Retirement Plan, the EDS Retirement Plan, the HP Deferred Profit Sharing Plan (DPSP), and/or the HP Cash Account Pension Plan (CAPP) did not transfer to Hewlett Packard Enterprise. Instead, the Plans are administered by HP Inc.

As of the separation, your status in the Plan(s) changed, and you have been “terminated” from the Plan(s). This means you can potentially choose to receive payment of your benefit at any time once you meet the eligibility requirements. (Note: This only applies if you are not already receiving payments. If applicable, the value of any benefit payments you are currently receiving did not change as a result of the separation.)

You can access your account by logging onto [NetBenefits.com](https://netbenefits.com) and selecting the applicable Plan with Fidelity.



RETIREMENT BENEFITS - CONTINUED

401(k) Plan

If you participated in the HPE 401(k) Plan, your vested account balance is based on years of service and payable following your designated last day of employment:

- Roll over your balance to another employer's qualified plan or an IRA
- Defer payment
 - If your vested account balance is more than \$5,000, you have the option to defer payment (and taxes) until as late as age 70½.
- Get your benefit paid out in cash
 - A cash payment of your balance will have tax consequences. You'll pay tax on the tax-deferred value of your account, and taxes will be withheld from your payment to help cover your tax liability. In addition, you may be subject to a 10% penalty tax for early distribution if you're under age 55.



RETIREMENT BENEFITS - CONTINUED

401(k) Plan

- If your vested balance is \$5,000 or less and you don't make a different payment election, distribution will be made automatically as a rollover to an IRA (or as a taxable cash payment if your balance is \$1,000 or less). You can make a different election as long as you do so within 60 days of receiving a notice of the upcoming distribution from the HPE Retirement Services Center
- If you have a loan outstanding when you leave HPE, you'll need to repay your loan or else your loan balance will be treated as a taxable distribution. Repayment options include repaying your loan in full or continuing to make monthly payments



RETIREE MEDICAL PLAN

You may qualify for HPE retiree medical coverage if you retire from HPE in a benefits-eligible status after age 55 and you have satisfied the program service requirements.

- Retiree medical coverage can begin with your retirement date, but not prior to.
- If you are eligible, but do not elect to participate in HPE retiree medical coverage, or you lose coverage due to non-payment of premiums, you will generally only be eligible to enroll in the future if you do so within 31 days of losing coverage under another employer group medical program.



RETIREE MEDICAL SAVINGS ACCOUNT (RMSA)

- Your RMSA balance attributable to your own contributions is available for reimbursement of eligible expenses following your retirement or termination of employment.
- Your RMSA balance attributable to HPE matching credits and interest may be available to you based on your age and years of service. Please review the Leaving HPE Benefits site for eligibility details.
- Once it is available, your RMSA balance can be used to reimburse eligible health care expenses you incur over the remainder of your lifetime. Expenses can be incurred for you or for any of your dependents who qualify for federal income tax purposes (determined as of the date the expense is incurred) anytime after you retire or leave HPE.
- Claims for expenses incurred after leaving HPE should be submitted through the Your Spending Account website, accessible from MyHPERewards website.



VACATION AND HOLIDAYS

- In states where required by law, HPE will pay out any accrued, but unused, vacation or PTO time through your designated last day of employment (CA, CO, IL, LA, MT, MA, NE, RI).
- Unused holidays will not be paid out to employees when their employment ends.
- Any unused employee floating holidays will not be paid out when your employment ends unless your work location is CA, IL, MT, MA , NE.
- You will be refunded for any unused vacation buy program days purchased through your separation date shortly after your designated last day of employment



WHERE DO I GO WITH QUESTIONS?

- An interactive website has been developed to let you create a personalized benefits action plan and provides a summary of key decision dates and links for information on how to take action.
- To access the website go to www.leavinghpe.com
- Benefit resources and phone numbers are also available on the website.



OPTUMHEALTH EAP SERVICES FOR HPE MEMBERS

- Eight (8) confidential EAP visits per member, per issue are available at no cost with an OptumHealth (Optum) network provider. Your household family members are also eligible for EAP services. Support is available 24 hours a day, with master's level counselors.
- To access services: call 1-855-892-2392 or log on to www.liveandworkwell.com (access code: HPE)
- Services continue for 90 days after termination date

Please Note:

- Remember: you and your household family members must call your Employee Assistance Program to obtain authorization for your network provider to ensure you receive sessions at no cost.



RECOGNITION POINTS

Recognition points earned can continue to be redeemed through your designated last day of employment on the MyRecognition @hpe site.

– <https://content.int.hpe.com/sites/Recognition/Home.page>

As a former HPE employee, you have the ability to use any unredeemed HPE Points you earned in MyRecognition @HPE.

- Please use this link to access MyRecognition @hpe after you leave and follow the prompts for “former employees”
- <http://myrecognition.int.hpe.com/>
- Once you have logged in you will have access to the online catalogue where you can place your final order.



WFR TREATMENT FOR HPE EQUITY AWARDS*

Vehicle	Treatment
Stock Options	Up to three months or the original expiration date, if earlier, to exercise any vested shares
<ul style="list-style-type: none">• Restricted Stock (RSAs and RSUs)• Long-term Cash	The unvested portion of RSA or RSU or Long-term Cash will be prorated and distributed based on number of months of service during total vesting period

- These terms generally apply to awards issued under HPE Plans (and awards granted under CPQ plans after May 2002 and EDS plans on or after August 26, 2008).



WFR TREATMENT FOR HPE EQUITY AWARDS*

IMPORTANT REMINDERS

Open	You need to open your brokerage account at Merrill Lynch before you can conduct any equity transactions. Logging in to your online account is not enough; you must also follow the steps to open your brokerage account. Please go to www.mybenefits.ml.com or call (844) HPE-EQTY (473-3789) for your post-split equity information after November 23rd.
Keep	We recommend you keep a copy of all your equity award documents, including Stock Notification and Award Agreement(s), cost basis information, and any transaction confirmations.
Beneficiaries	You should designate a beneficiary if you haven't done so already, or update your beneficiary designation if it's not current (www.myhperewards.com)
Address Updates	You need to update your address in 2 places: <ol style="list-style-type: none">1. Inform Hewlett Packard Enterprise of your new address by notifying AskHR (provide your employee ID, old address and new address). Your address will be updated in Workday and sent to the recordkeeping account at Merrill Lynch.2. Contact Merrill Lynch directly to update the address on your brokerage account; Hewlett Packard Enterprise is not able to do that for you. You should call (844)-HPE-EQTY to update your address.

• These terms generally apply to awards issued under HPE Plans (and awards granted under CPQ plans after May 2002 and EDS plans on or after August 26, 2008).



EMPLOYEE STOCK PURCHASE PLAN (ESPP)

Your participation in the Employee Stock Purchase Plan (ESPP) ends on your designated last day of employment.

- HPE will refund accumulated contributions for the current Offering Period on the next available payroll-processing schedule and mail the check to your address of record.
- If your designated last day of employment is the final day of an Offering Period, your contributions will be used to purchase shares and won't be refunded.

For information about your HPE Employee Stock Purchase Plan (ESPP), you can log in and access your account through the Fidelity NetBenefits® website

Fidelity Stock Plan Services representatives are available Monday through Friday (except New York Stock Exchange holidays) between 8 a.m. and 8 p.m. local time at [1-800-409-4015](tel:1-800-409-4015).



CONTACTS AND RESOURCES

	Hewlett Packard Enterprise
Benefits Service Center/COBRA/RMSA	1-844-537-5304
Fidelity – 401(k) /ESPP	1-800-409-4015
Fidelity - Pensions	1-800-457-4015
Employee Assistance Program (EAP)	1-855-892-2392
Life Insurance/AD&D (Cigna)	1-800-423-1282 (Life) 1-800-441-1832 (AD&D)
Merrill Lynch – Equity Grants	(844) HPE-EQTY (473-3789)



Q&A



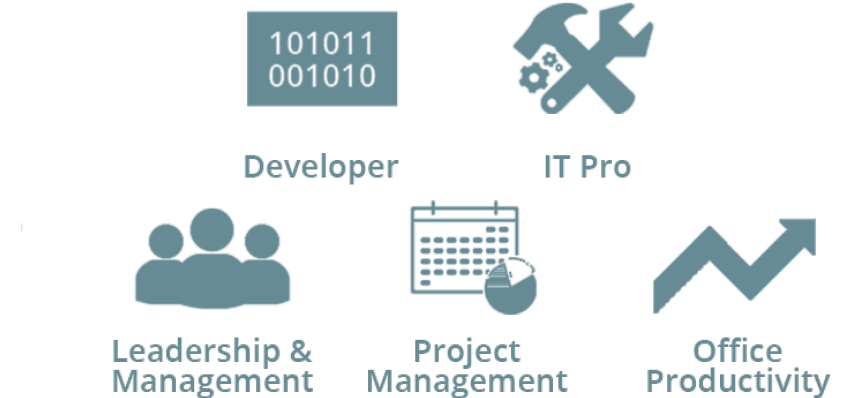
LEARN NOW ONLINE SKILLS TRAINING



LEARN NOW ONLINE SKILLS TRAINING

Take Your Career to the Next Level

- Extensive and Up-to-Date Library of Online Courses
 - Leadership, Management, Business
 - Office Productivity
 - Developer
 - Infrastructure & IT Professional Tools
- Purposeful Tools and Features
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 - Pre/Post Exams and Assessments
 - 24/7 Unlimited Access



LEARN NOW ONLINE SKILLS TRAINING

Preview of Course Availability

- Leadership, Management, Business
 - Personal Development
 - Management Technique
 - Business Fundamentals
- Office Productivity
 - Access
 - Excel
 - PowerPoint
 - Word
- Developer
 - Microsoft
 - Java
 - Open Source
 - Security
 - Mobile
 - Cloud
 - UX Design
- IT Tools & Infrastructure
 - CompTIA A+
 - CompTIA Net+
 - ITIL
 - PMP

LEARN NOW ONLINE SKILLS TRAINING

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- Technical Support Included
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Q&A



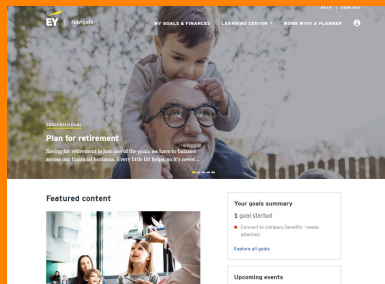
EY FINANCIAL COACHING PROGRAM

HPE FINANCIAL COACHING PROGRAM



EY Navigate™ Planner Line (EYNPL)

- No cost to employees
- Objective and confidential
- Financial planning for retirement, investing, insurance, education, debt and spending, and more
- Call 1-877-998-4HPE (4473)



EY Navigate™ Digital

- Articles, newsletter, and media library
- Tools and calculators
- Financial Wellness Assessment
- Log on to: hpe.eynavigate.com

THE IMPORTANCE OF SEPARATION PLANNING

Why is it important?

- Understand the immediate decisions you need to make
- Know the steps for completing the severance agreement
- Recognize your options for continuing insurance coverage
- Know your retirement plan options
- Understand the impact of separation of equity awards
- Recognize what financial resources you may have during the transition period, including severance
- Learn how to manage your cash flow during your transition
- Know what tools and resources are available to assist you



THE IMPORTANCE OF SEPARATION PLANNING

How can the EY Navigate™ Planner Line help?

- Discuss your financial goals
- Provide you with a cash flow analysis and help you create a transition budget
- Review your severance package and the decisions you need to make
- Determine how much emergency savings to set aside
- Discuss your options for continuing or obtaining new insurance
- Help you make decisions regarding your retirement benefits, including asset allocation and rollovers
- Help you understand the taxation of benefits, including severance and equity awards
- Stay in touch for the first six months after separation



PERSONAL ACTION PLAN

Action Step	When	Done
Call the EY Navigate™ Planner Line and discuss your goals	2 weeks	<input type="checkbox"/>
Register on EY Navigate™ Digital for tools and resources	2 weeks	<input type="checkbox"/>
Review tax implications of severance	30 days	<input type="checkbox"/>
Work with an EY planner to strategize regarding cash flow, debt management, 401(k) loans	30 days	<input type="checkbox"/>
Check-in with EY on any changes to goals (ie. new job, etc.)	90 days	<input type="checkbox"/>
Wrap up EY services and recap goals/next steps	120 days	<input type="checkbox"/>



Q&A

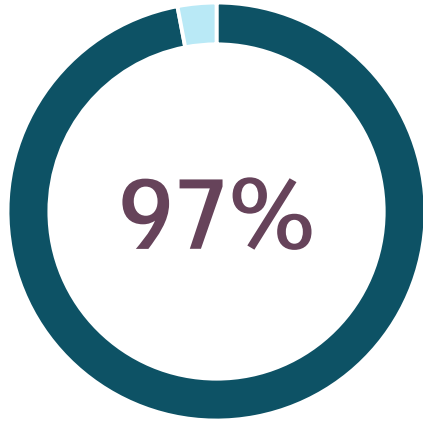


LHH CAREER TRANSITION SERVICES

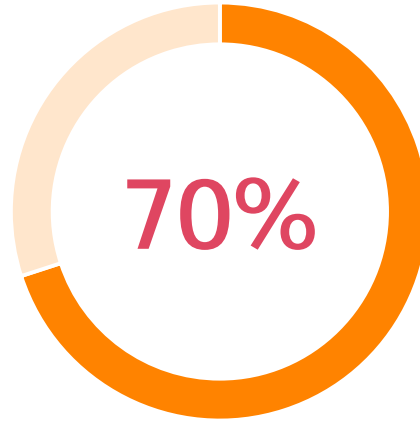
HELP TO DECIDE YOUR NEXT STEPS



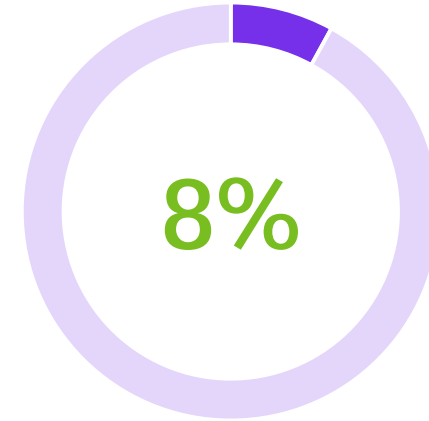
JOB SEARCH LANDSCAPE TODAY



97% of recruiters are using LinkedIn and 93% of companies are as well



70% have turned down candidates based upon online image



8% of positions were landed through job board applications
70% were landed through networking

The hiring process is evolving – leaders are looking for contributors with verifiable brands, reputations and networks.

WHY DO I NEED CAREER TRANSITION TO HELP ME FIND A NEW JOB?



Create a Resume
that gets you
selected



Learn
techniques to
access hiring
managers and
hidden jobs



Gain advice from
our local-market
savvy career
coaches



Create a
professional
online brand that
makes you stand
out



Excel at your
interview, even
the tough ones

COMBINATION OF IN-PERSON AND VIRTUAL SERVICES



POSITIVE OUTCOMES: LHH ACTIVE PLACEMENT™

Brand

LinkedIn Reputation & Resume are delivered, increasing acceleration into the job market

Coach

+80%

Success rate of equal to or better than what they had before

Connect

65%

Global reduced time to placement

300k

Placements annually

80%

More of the Job Market

LHH CAREER RESOURCE NETWORK (CRN)



A careers portal
with the tools and information
you need to succeed

Easy login using LinkedIn,
Facebook or Google+

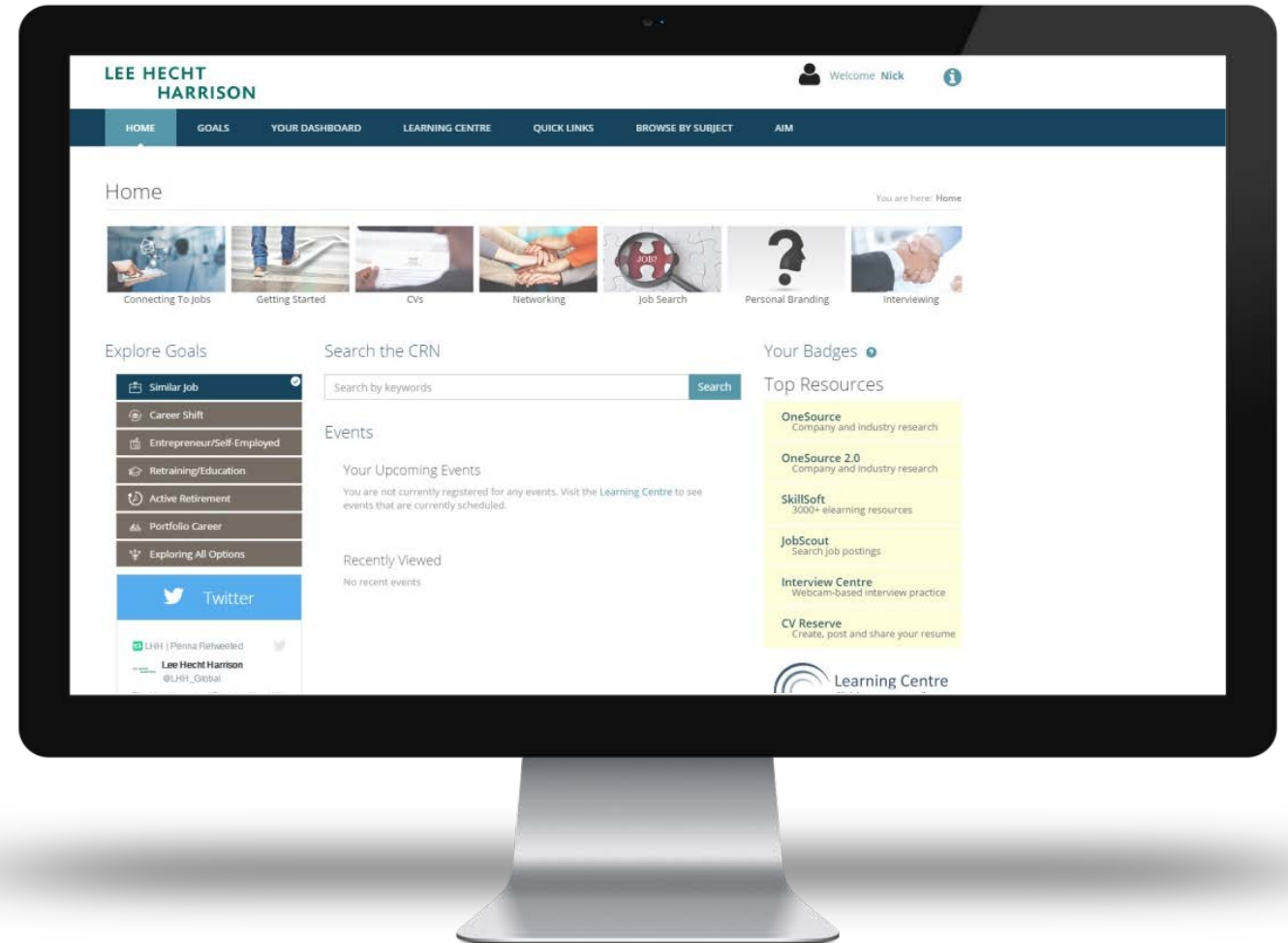
Live and on
demand webinars

Research tools that
target opportunities

Supports your choice
of career track

Millions of
job openings

3,000 professional
courses to build skills










THE VERY BEST CONSULTANTS

We carefully select our consultants based on their industry expertise.



They must demonstrate:

-  Solid business **experience**
-  **One-to-one consulting** experience and group training and facilitation skills
-  Personal commitment to the career transition and **career development field**
-  Full alignment with the **LHH values**
-  Outstanding interpersonal **skills and professionalism**
-  **Highly developed sense** of ethical behaviour, integrity and confidentiality
-  Commitment to continuous **review and evaluation**



LHH CAREER CONSULTANTS

Personalized guidance from career experts

- Provide career consulting to explore and clarify your career goals
- Offer support and insights for preparing your LinkedIn® profile and a compelling resume
- Prepare you with techniques and practice for interviews --- that lead to offers
- Help you develop a negotiation strategy
- *And more...*



NEXT STEPS TO A SUCCESSFUL TRANSITION – GET STARTED NOW

To accelerate your transition:

- Connect One-on-One with your LHH Career Consultant
- Leverage LHH Branding services to create or update your resume and LinkedIn profile
- Connect to the Internal and External Job Markets

To initiate your LHH services or to learn more:

- Call 1-866-579-4891 and speak with an LHH representative
- Or text HPE to 315-646-5447 to register



Q&A



ADDITIONAL RESOURCES



ADDITIONAL RESOURCES FOR YOUR QUESTIONS

Workforce Reduction process

- Workforce Reduction (WFR) FAQs
- Your specific questions:
 - AMS Workforce Management Lead: Everardo Romo (everardo.romo@hpe.com)
 - Internal AskHR: <https://myitsupport.ext.hpe.com/HRHome>
 - External AskHR: https://content.ext.hpe.com/sites/CountrySupport/USA_External_HRSupport.page

Retirement program (Pensions and 401(k))

- Hewlett Packard Enterprise: Fidelity – 1-800-409-4015 or www.netbenefits.com

Health and Welfare program (Medical, Dental, Vision, FSA, COBRA, Life, etc.)

- Hewlett Packard Enterprise: The HPE Benefits Center - 1-844-537-5304 or www.myhperewards.com

EY (Financial Counseling)

- 1-877-998-4HPE (4473) or <https://hpe.eynavigate.com/>

LearnNowOnline (Online Skillset Training)

- Registration/Technical Support-1-800-687-0957 or <https://developskills.na.crossknowledge.com/>

