



Survivor's Resource Checklist

Chemours takes every employee's well-being seriously. This includes the well-being of loved ones in the event of death. This checklist was compiled to provide important information to help families and dependents prepare for and address the death of a Chemours employee. By reviewing the items below, survivors or estate representatives can take the appropriate actions to notify Chemours and request benefits or services they may be eligible to receive. This list also includes valuable resources provided to assist during this difficult time.

1. Notify Chemours

Contact the employee's local manager and HR Business Partner as soon as possible to verify your loved one's personal information, such as his/her Social Security number, date of birth, and date of death. If you need help finding contact information for a Chemours employee, please call Employee Services at **(844) 480-4480**.

2. Get Survivor Resources

- The Hartford offers you Beneficiary Assist counseling that can help you or your beneficiaries (named in your policy) cope with emotional, financial, and legal issues that arise after a loss. This includes unlimited phone contact with a counselor, attorney, or financial planner, and five face-to-face sessions for up to a year from the date a claim is filed. For more information, call: **(800) 411-7239**.
- **Employee Assistance Program (EAP)**—At no extra cost to you, CompPsych can provide assistance through the EAP to help with life issues including family counseling, coping with grief and loss, planning a funeral, and emotional well-being. Contact CompPsych at **(866) 974-7366** or visit guidanceresources.com (Chemours EAP access: **CHEMOURSEAP**).
- **Personal Health Advocate**—Aetna One® Advocate, a free, confidential resource provided by Chemours for employees and their family members who are enrolled in a Chemours medical plan, may also help. You will be assigned your own advocate, who can help you find providers, schedule appointments, provide support with claims/billing issues, and more. Call your Aetna One® Advocate team anytime, seven days a week at **(800) 417-2386** or visit aetna.com

- **Legal Services**—Licensed attorneys are available to help you with any legal uncertainties that may arise, and offer private consultations for for the following:

- Estate and probate
- Debt and bankruptcy
- Real estate transactions
- Family law

If any additional legal representation is needed beyond the face-to-face visits, you can be referred to a qualified attorney in your area. You may qualify for a 25 percent reduction in the attorney's customary fees by using the ComPsych Network. For more information, call **(800) 411-7239**.

3. Pay and W-2

The final paycheck will be issued following the normal pay cycle and will include all regular earnings, bonus earnings, benefit deductions, and tax withholdings. A W-2 Form will be issued after the end of the year in accordance with the normal schedule, and will be mailed to the home address on file.

4. Obtain a Death Certificate

To initiate a Life Insurance Claim of a Chemours Employee, call Gallagher Contact Center at **(610) 230-2089**.

- The survivor must verify personal information, such as date of birth, Social Security Number, relationship to the deceased, address, and phone number.
- If the survivor is the named beneficiary, information will be released.
- The survivor will be asked a series of questions, including the date of death, cause of death, etc.
- A request for the death certificate will be made.
- If The Hartford needs further information, a representative will reach out directly.
- To initiate a Life Insurance Claim for your covered spouse or child, call Gallagher at **(610) 230-2089**.



5. Life Insurance Benefits

Claims for Life Insurance (Basic and Voluntary, if elected) and Accidental Death and Dismemberment Insurance (if applicable) will be made on the beneficiary's behalf through The Hartford. The claim process normally takes between 2 and 4 weeks.

6. Continue Health Insurance

- If enrolled at the time of the death, coverage for the spouse and dependents for medical, dental, and vision insurance will continue until the end of the month in which the death occurred. A surviving spouse and/or dependent(s) may be eligible for continuing health insurance coverage under COBRA for up to 36 months.
- For information and questions regarding COBRA coverage, please contact the Chemours Benefits Service Center at **(844) 215-5096**.

7. Set up a Retirement Savings Plan Beneficiary Account

- If you are a named beneficiary on the employee's 401(k), a Beneficiary Account will be set up on your behalf.
- For information and questions, please call Merrill Lynch at **(877) 854-CHEM**.

We understand that this is a difficult time. The resources above are designed to help.