

Rewards at HF Sinclair

A guide to understanding your rewards



Recognizing you

At HF Sinclair, we make the products that make life go. We are an evolving energy company with an enduring family of brands that provide fuel and specialty products essential to modern and future life. Ultimately, our people are the essence of what we do. This guide, alongside your Total Rewards Statement, provides a summary of your estimated 2024 total pay and benefits package.

Investing wisely is a fundamental part of our business strategy, and you are one of the wisest investments we can make. Our investment includes competitive rewards and benefits that can help you thrive today and into the future. These range from professional and financial rewards to resources for your physical and emotional well-being. Whatever your circumstances, we're here to support you.

Whether you've joined us in recent months or received a Total Rewards Statement last year, take time to review your statement alongside this guide to get the full picture of your rewards.*

We look forward to continued success and a rewarding future as we work together to create value for HF Sinclair, our shareholders and the communities in which we operate.

Sincerely,
Your HF Sinclair Total Rewards Team

*This is not a guarantee of future benefits.

Total Rewards for everyone

We value your contributions and want your career at HF Sinclair to be stimulating and rewarding.

Your Total Rewards package includes the following components:



A highly competitive, market-driven compensation program

This includes base salary, variable pay, stock, and retirement savings plans.



A high quality, comprehensive benefits program

Meet your specific healthcare and insurance needs by creating your own benefits package. Our program includes health insurance, survivor and income protection, and the option to elect supplemental coverage.



Programs to help you thrive both in and outside of work

In addition to holidays, vacation and other paid time off, we offer a free and confidential employee assistance program.



Employee development

We're committed to helping you grow. So we offer outstanding training programs, and tuition reimbursement for job-related courses, and company-paid professional memberships and subscriptions.



If you have any questions ask your HR team for help and guidance.



Money is just the start

HF Sinclair is part of a competitive global industry. Our continued success and growth depends on our ability to operate reliably and efficiently, and you help us achieve that objective. Our compensation program – which includes base salary, variable pay, stock, and retirement savings plans – is designed to motivate and support you, now and in the future.



Base Salary

We recognize the talent of our people. HF Sinclair also understands the importance of a competitive base pay program. Pay studies are conducted to ensure we offer a competitive base pay program.



Variable Pay Programs

Annual Incentive Plan (AIP): HF Sinclair's annual incentive plan is designed to reward you when you achieve business and individual objectives. Participation is determined by position, and eligible participants are typically salaried employees. Payments are contingent on individual job performance and financial and operational objectives.

Other Incentive Programs: Financial rewards for meeting your individual and business objectives are available annually, and in some cases, quarterly. While participation is based on position and business unit typically, select groups of hourly-paid employees are eligible to participate. Funding is contingent on financial and operational performance.



Long-Term Incentive Plans

HF Sinclair may grant long-term incentive awards to you upon hire and then annually to promote ownership in the company or to recognize your exceptional performance. If eligible, awards may include restricted stock units or long-term cash incentives.

- **Restricted Stock Units (RSUs)**

A restricted stock unit represents a share of DINO stock subject to selling and transfer restrictions. The restrictions lapse over time from the date of grant (typically referred to as "vesting"). After the restrictions are lifted, the units are converted into shares and can be held or sold. Generally, restricted stock unit awards vest evenly (one-third per year) over a three-year period.

- **Long-Term Cash Incentives (LTCIs)**

LTCIs are cash-based awards that provide fixed cash payments over time and generally, vest evenly (one-third per year) over a three year period.

Note: Eligibility will vary depending on location and employment status.



401(k) Plan

The HF Sinclair 401(k) Plan allows you to save for retirement through pre- and post-tax payroll deductions and company matching contributions. Eligibility to participate starts on your first day of employment. The Plan offers a wide array of investment funds for you to choose from, including multiple core investment options and several T. Rowe Price Target Retirement Date Funds.

Employee contributions: Eligible employees may contribute up to 75% of compensation on a pre- or post-tax basis, subject to annual IRS limits. Your contributions vest immediately.

HF Sinclair matching contributions: HF Sinclair matches 100% for the first 6% you contribute. To receive the maximum annual company matching contribution, you must contribute at least 6% during the year. HF Sinclair matching contributions vest immediately.

HF Sinclair non-matching contributions: In addition to matching contributions, HF Sinclair also contributes an Employer Retirement Contribution (ERC) to your 401(k) account. Your ERC ranges from 3% to 8% of your base pay depending on your years of service and is contributed whether you participate in the 401(k) Plan or not.



Visit Principal.com to:

- ✓ Set up or change your 401(k) payroll deductions
- ✓ View your 401(k) account balance
- ✓ Research investment options or change your investment mix
- ✓ Explore the interactive financial planning tools by using online calculators, worksheets, and comparison tools

For questions or assistance contact Principal at 800-547-7754.



Retirement Planning

To give you the confidence to make the right decisions around your retirement planning, we have partnered with Edelman Financial Engines to provide a range of retirement advisory and management services. And because they are a fiduciary, they have a legal obligation to put your interests first. For a personalized savings strategy, visit EdelmanFinancialEngines.com for support.

Benefits for your world

A rewarding career and personal life depend on your continued physical and mental health, future financial security and peace of mind. That's why HF Sinclair offers inclusive high-quality health insurance plans, an employee assistance program, and survivor and income protection plans as part of our benefits program. This program allows you to choose the benefits and coverage levels that best meet the needs of you and your family.

For more detailed information on the coverage available to you, please visit our benefits website at rewards.hfsinclair.com. For questions regarding your benefits please contact the Benefits Team at Benefits@hfsinclair.com.



Benefits Enrollment

Annual Enrollment is your yearly opportunity to reassess your needs and change your benefit choices. These benefits remain in effect for the next full year unless you have a qualifying life event at which time you can make changes following the event within a 30 day window of the event (contingent on the type of event).



Eligibility

You are eligible for HF Sinclair's benefits program if you are an active HF Sinclair employee in the U.S. regularly scheduled to work at least 30 hours per week.

You may cover your eligible dependents, including your legal spouse and your eligible children on many of the benefits programs.



Medical

Comprehensive and preventive healthcare coverage is important in protecting you and your family from the financial risks of illness or injury. To help offset these potential costs, HF Sinclair offers medical insurance through Blue Cross Blue Shield of Texas (BCBSTX). Eligible employees can choose between our High Deductible Health Plan (HDHP) or a Preferred Provider Organization (PPO) unless participating in another union plan (for example, Regence Medical). With these plans you can select how you receive and pay for medical services, and you can save money by choosing an in-network provider. The price of this benefit is shared, with HF Sinclair paying 75-80% of the premium while you pay 20-25%.



Health Savings Account (HSA)

All contributions to an HSA are tax free, as well as any interest or other earnings you receive on your account.

You can use the money to pay for qualified medical expenses, including expenses for your spouse and/or dependents (such as qualifying children). You can also use your HSA to save for your qualified medical expenses during retirement or invest it in mutual funds, stocks, and bonds, subject to a minimum account balance requirement.



Dental

To help you keep your teeth and gums healthy we offer comprehensive dental insurance, to cover you for anything from a routine exam to major dental issues. The cost of this benefit is shared, with HF Sinclair paying 75-80% of the premium while you pay 20-25%.



Vision

HF Sinclair offers vision insurance to help keep your vision sharp. This is a voluntary benefit and is paid 100% by you (union benefit may be different).



Flexible Spending Accounts (FSAs)

FSAs allow you to pay for certain health and dependent care expenses on a pre-tax basis. You may set aside up to \$3,200 for healthcare expenses and up to \$5,000 for dependent care expenses. HF Sinclair pays all fees associated with FSAs.



Life Insurance Plans

Survivor insurance provides financial security to the people who depend on you. HF Sinclair offers life insurance for you and your eligible dependents through the following plans:

- Basic Life & Accidental Death and Dismemberment (AD&D) – Paid 100% by HF Sinclair.
- Voluntary Group Life and AD&D – Optional benefit paid 100% by you.
- Business Travel Insurance – Paid 100% by HF Sinclair.
- Additional AD&D Insurance available through Chubb – Paid by HF Sinclair and you.



Employee Assistance Program (EAP)

Our EAP is a service provided at no cost to you, that offers a wide range of well-being information – 7 days a week, 24 hours a day, online, by phone or through the Lyra app. You and your dependents can speak confidentially with registered nurses and masters-level counselors who can help with almost any problem ranging from medical and family matters, child care and elder care, to personal legal, financial, and emotional needs.





Life is for living!

It takes more than just a challenging and satisfying career to live a truly rewarding life.

We all need to prioritize what is important to us, from spending time with friends and family, receiving support for personal needs and enjoying opportunities to connect and contribute to our communities. That's why HF Sinclair offers programs to help you maintain a healthy work-life balance.



Taking Time Off

HF Sinclair provides you with paid time off to help you do what matters most away from work.

Sick time: Allotted each year in the event that you have to take time off work for the following reasons, including but not limited to: personal illness/injury, illness and care of immediate family members, and family emergencies.



Holidays

HF Sinclair observes and provides paid time off for major holidays. Some business units may not observe holidays due to work schedules, but have alternative time off.

Vacation: Employees accrue vacation each pay period. The amount of vacation you have is based on your years of service. Some business units may not be granted vacation days due to work schedules, but have scheduled time off.



Flexibility at Work

HF Sinclair provides you with the flexibility and tools you need to be effective at getting your job done. Depending on your circumstances, location and role, you may be eligible for flexible working arrangements, such as variable core work hours for when you start and end your work day.

Flexible work schedules include:

- 9/80 (taking time off every other Friday)
- 10 hour shift
- 12 hour shift



Leave of Absence Plans

We understand that you may occasionally need time away from work to deal with medical, family and personal situations. HF Sinclair provides Leave of Absence for the following categories: Family and Medical (FMLA), Military, Personal, Paternity Bonding, Short-Term Disability, Long-Term Disability and Workers Compensation.



Other Perks

HF Sinclair offers several other incentives to make taking care of things easier for you, such as discounted or company-paid gym memberships, and parking fee or mass transit fee reimbursement. These programs may vary based on location.



Scholarships

HF Sinclair provides a scholarship program to assist dependent children of full-time employees or retirees of HF Sinclair or its affiliates who plan to continue their education in college or university.

This program is administered by Scholarship America®, the nation's largest designer and manager of scholarships, tuition assistance and other education support programs for corporations, foundations, associations, and individuals.



Boost your career

Acquiring new skills, learning leading-edge technology, creating your own career path, and challenging yourself to take on a leadership role are all things that inspire and prove rewarding both personally and professionally. HF Sinclair is here to support you in attaining your professional goals along the way.



Continuous Employee Development at HF Sinclair

HF Sinclair believes in the value of continuous employee development and offers a variety of professional, technical and consulting support to managers, individuals and teams. With tools for self-assessment and development planning we'll help you determine how you want your career to advance, where your work and life could go and the steps to get there.



Culture Connects Us Program

Safety, Integrity, Ownership, Teamwork and Inclusion are our core cultural principles and when we understand why they are important, it's easier to understand how we fit into the company's success. To learn about our culture, we've created the Culture Connects Us program for a deep dive into who we are as a company, how we demonstrate our culture and what it means to work at HF Sinclair.



Educational Assistance Reimbursement

With management approval, you are eligible for tuition reimbursement for job-related courses at an accredited institution. Upon completion of an approved course with a grade C or better, you're eligible for reimbursement of a portion of your tuition expenses and required books.



Professional Memberships and Subscriptions

HF Sinclair pays for professional organization membership fees and subscriptions that are directly related and approved by your manager.



Rewards and Recognition

Showing appreciation goes beyond your total compensation and benefits. To acknowledge hard work and dedication, HF Sinclair recognizes employees throughout the company through our recognition programs including the President's and Chairman's Awards, the Fueling Our Culture program, and Service Awards.



President's and Chairman's Awards

The President's and Chairman's Awards are to honor employees and/or teams for their efforts and achievements in helping make HF Sinclair the best it can be. The goal of these annual awards is to encourage and motivate employees to a higher standard of performance.



Fueling Our Culture

Our online destination for celebrating employees who demonstrate our One HF Sinclair Culture. The platform allows employees to give and receive peer-to-peer recognition, with recipients earning points to redeem for prizes including gift cards.



Service Awards

We honor and celebrate your career milestones with a custom numeral award and yearbook. Personalized yearbooks include a message from our CEO, plus contributions and photographs from your direct supervisor and colleagues. Milestone employees can also select an anniversary gift online to commemorate their accomplishment.



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Benefits for your world

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Boost your career

Support when you need it

Support when you need it

Any time is a good time to talk with your manager about your rewards.

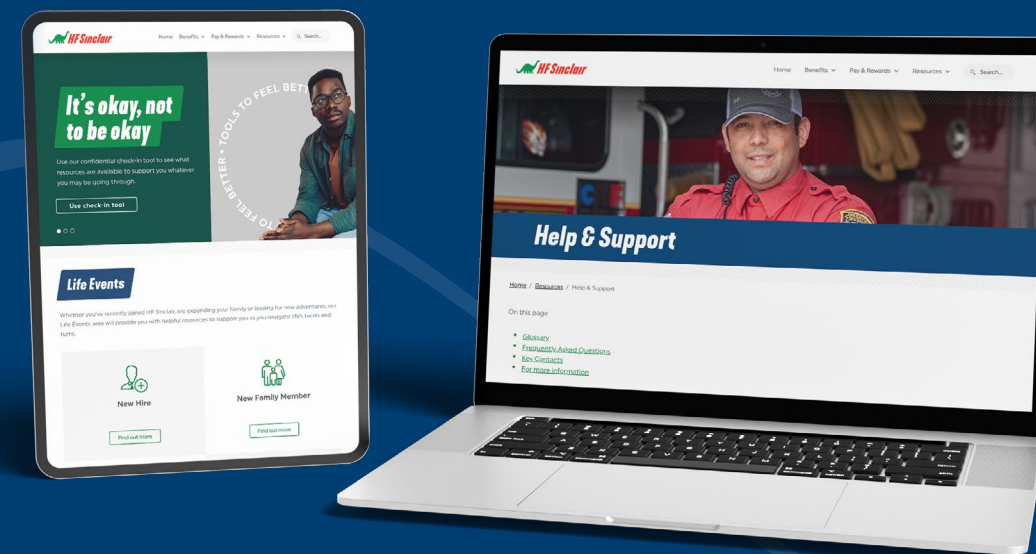
Your manager is here to support your career at HF Sinclair and this is an opportunity for you to learn about how your performance influenced your pay and your career development. Your HR Business Partner and Total Rewards team are available to help answer questions about our benefits.



If you would like to find out more about our benefits visit rewards.hfsinclair.com

Thank you for all that you do.

If you have any questions please speak to your manager, HR Business Partner or email **Rewards@hfsinclair.com**



NOTE: This overview is not a complete description of the total reward and benefit programs at HF Sinclair and certain benefits described may not be available to all employees. Every effort has been made to provide an accurate summary, but if there is a conflict between the information in this guide and the relevant plan document, the official plan document will govern. Benefits may vary depending on applicable laws and are subject to change at any time.