

HOW TO ENROLL

This year you will be enrolling in your benefits on **MyNutrienBenefits.com**.

Step 1 – Register at MyNutrienBenefits.com

Enter “MyNutrienBenefits.com” into your web browser. If it’s your first time visiting the site, you must create an account by clicking the “Create an account” link under the Log In button on the right hand side.

CREATE YOUR ACCOUNT HERE

Creating Your Account

Enter the requested personal information and complete the Security Check. Once the system verifies your account, you will be asked to create a Username, Password and answer a series of security questions. These are designed to help you retrieve your password in the future if you lose it or forget it.

- Your Username must be between 6 and 50 alphanumeric characters
- Your Password must:
 - Contain at least one number
 - Contain at least one upper case and one lower case letter
 - Cannot contain more than two of the same characters consecutively
 - Cannot be the same as your Username or SSN

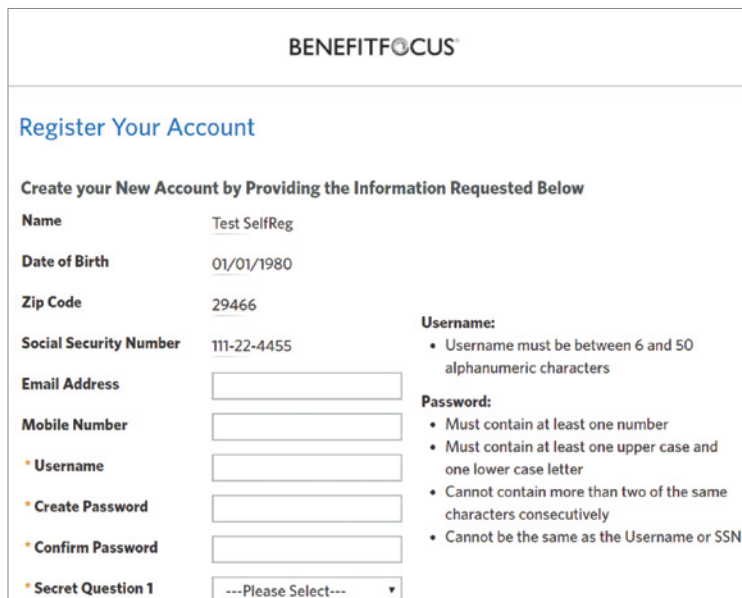
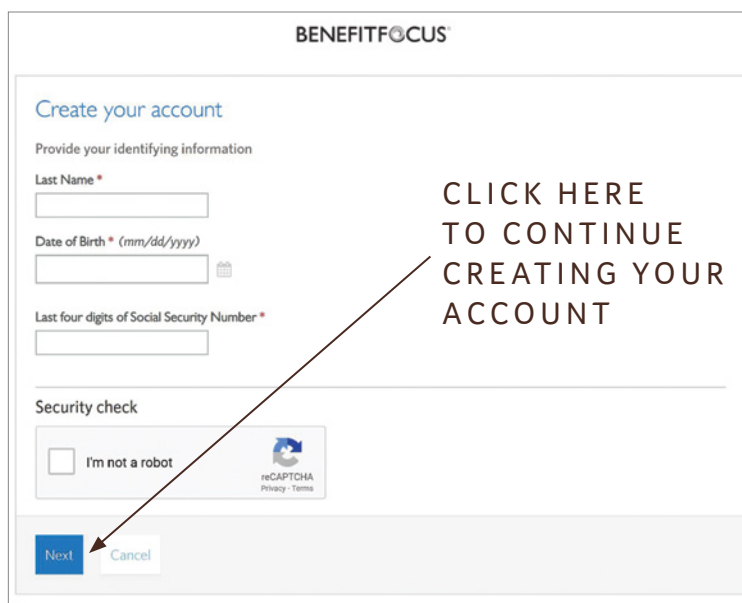
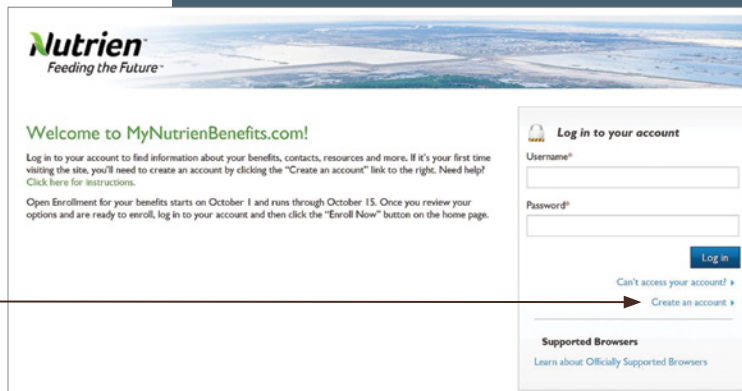
You will also be asked your communications preference and if you want to provide a personal email address.

Once you complete these steps, your account will be created and you can hit the “Next” button to be taken to the home page.

SUPPORTED BROWSERS

You must use one of the following internet browsers to access **MyNutrienBenefits**:

Chrome, Firefox, Internet Explorer (v11 only – Windows only), Safari (Mac only)



NEED HELP?

If you need help with creating your account or logging in once you create your account, contact **Benefitfocus** at **(877) 336-8082**. Representatives are available to help Monday through Friday, from 8 a.m. until 9 p.m. Eastern time.

Step 2 – Navigating MyNutrienBenefits.com

On the MyNutrienBenefits.com home page, you can learn more about each benefit by using the top navigation. Please note, this is not where you will enroll. These pages are for informational purposes only to help you understand your benefits. You can also use the quick links to help you easily find what you need.

When you are ready to enroll, click on the 'Enroll/Make Changes' button on the right side of the quick links.

CLICK HERE TO ENROLL
IN YOUR BENEFITS

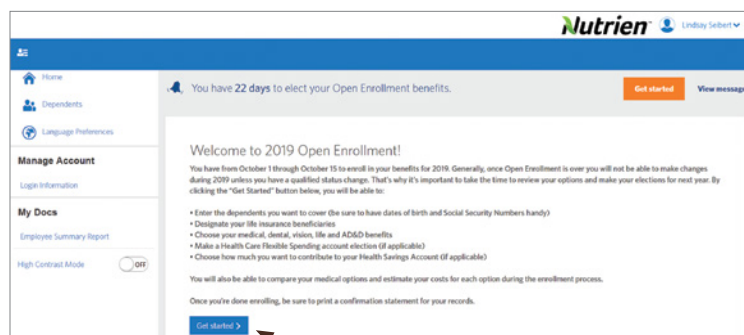


Step 3 – Enrolling in Your Benefits

By clicking the "Enroll/Make Changes" button, you will be taken to the enrollment section of MyNutrienBenefits. Click the "Get Started" button to start your enrollment.

As you go through the enrollment process, keep in mind the following:

- If you are adding a dependent or beneficiary, be sure to have their date of birth and dependent Social Security number handy when you enroll – you will need them both.
- If you are choosing a medical plan, be sure to view the medical plan comparison chart and the medical plan cost estimator to help you make the best decision for you and your family.
- If you are electing the HDHP medical option, be sure to authorize Fidelity to open your HSA for you. Your Fidelity health savings account must be open to receive the company contribution. This is also where you can make your own pre-tax Health Savings Account (HSA) election. Your contribution does not roll over year to year.
- If you want to enroll in the Healthcare Flexible Spending Account, be sure to enter a contribution amount in that section. Your contribution does not roll over year to year.
- When you are done enrolling, be sure to click the green "Complete Enrollment" button and print your Benefit Detail Report to be sure your elections are all correct.



CLICK HERE
TO START
ENROLLMENT

GET YOUR BENEFITS INFORMATION "ON THE GO"!

Download the Benefitfocus app on your smartphone to access all of your benefits information quickly and easily. Visit the Apple store or Google Play and search "Benefitfocus."

QUESTIONS ABOUT YOUR BENEFITS?

Contact the Human Resources Shared Service Center at hrssc@nutrien.com or (844) 685-9395.