

CHESAPEAKE ENERGY CORPORATION
CLOTHING GUIDELINES



YOUR CAREER ↑

You are the face of Chesapeake

As a Chesapeake employee, you are an extension of the company's brand and image. From your attitude to your shoes, your presence tells the company's story and helps shape our reputation throughout the communities where we operate.



INTRODUCTION

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We trust our employees to use good judgment when dressing for work or an event where they are representing Chesapeake. The company has spent time and resources developing our reputation in the community, and we expect our employees to reinforce this standard and serve as a positive face for Chesapeake. We want every employee to take pride in his or her career at Chesapeake, and this is reflected in the way employees dress and behave. After reading this booklet, you should be able to navigate through your wardrobe and dress for success.



What is business casual?

Business casual incorporates a comfortable, relaxed look while maintaining a professional business image. Not all casual clothes are appropriate for the workplace, such as clothing you would wear to the beach, while doing yard work, on a date, attending a sporting event or exercising.



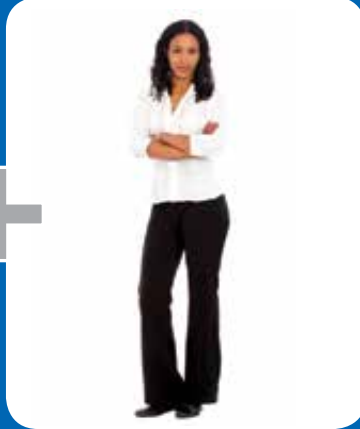
What is casual Friday dress?

On Fridays Chesapeake has a more casual dress guideline, which should still look professional and polished. Dress can be comfortable but not sloppy. You may need to forgo wearing jeans if you have a meeting with an executive or outside contact on a Friday or if Chesapeake's Board of Directors is on campus.



Use discretion

There may be times when a suit or necktie is appropriate, such as at a meeting with an executive or outside contact or when representing Chesapeake in the community. Dress appropriately for the occasion, and err on the side of conservative when you are unsure.

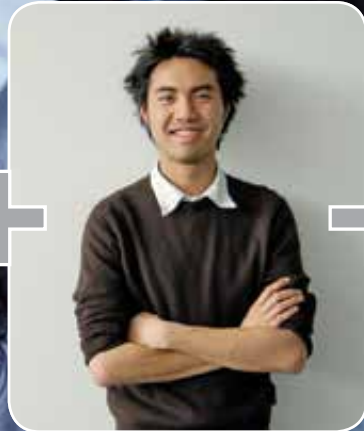


In addition to wearing the appropriate style, the clothes you wear to work should always be clean, ironed and made of a fabric that looks professional.



Appropriate Monday-through-Thursday attire

- Solid or subtle-patterned collared shirts
- Sports coat
- Polo-styled knits



- Button-front shirts
- Khaki slacks
- Dress slacks

MEN'S ATTIRE



MEN'S ATTIRE

Appropriate Friday attire

Employees are permitted to wear denim on Fridays only. Dress should be business casual and present a positive and not too casual image.

This includes:

- Nice jeans with no tears or fading
- Casual slacks
- Nice, clean tennis shoes
- Untucked shirts if the bottom is even and without a shirrtail

Inappropriate

- Uneven shirrtails that are not tucked into pants
- Athletic wear
- Shorts
- Sleeveless shirts
- T-shirts



- Exposed midsections or chests
- Ball caps
- Ragged, patched, frayed, holey or faded jeans
- Sweatpants/sweatshirts
- Overalls
- Denim, other than Fridays



Appropriate

- Dress shoes
- Loafers
- Clean tennis shoes
(Fridays only)



MEN'S FOOTWEAR



Inappropriate

- Flip-flops
- Sandals
- Dirty or worn-out shoes



Inclement weather

In times of inclement weather, you may wear boots or galoshes from your car to your office — however, you need to change into appropriate shoes or clothes once at work.



Appropriate fitness attire

The Fitness Center, Central Park and the outdoor track are part of Chesapeake's campus, and employees and their family members are expected to dress in conservative fitness attire. Your safety is also important, which is why proper shoes and clothing are required around equipment with moving parts.

- Shirts are required at all times, except in the swimming pool area

- T-shirts
- Athletic tops
- Modest shorts
- Biker shorts at modest length
- Body piercings should be removed or covered
- Tattoos must be covered

Shoes

In the exercise areas, supportive, closed-toed athletic shoes are required.



Inappropriate fitness attire

- Ripped T-shirts
- Sleeveless shirts
- Extremely short shorts
- Muscle shirts
- Tank tops
- Jeans
- Wet swimsuits outside the pool, tanning or dressing areas

Shoes

In the exercise areas, the following are not permitted:

- Bare feet, except on Pilates machines
- Sandals
- Socks only
- Black-soled tennis shoes on wood floor
- Open-toed shoes



Appropriate Monday-through-Thursday attire

- Cardigan sets that are not too tight or revealing
- Tops should overlap the waistline enough to cover your skin when arms are raised or when leaning over
- Button-up collared shirts or blouses (buttons should lay flat, not gap)
- Dress slacks



- Khaki slacks
- Skirts that are split at or below the knee
- Dress and skirt lengths should be no shorter than three inches above the knee
- Sleeveless dresses and tops with straps that cover the shoulder (jacket or cardigan cover is preferred)
- Hosiery is not essential, but recommended if your skirt is knee length or shorter

WOMEN'S ATTIRE



Appropriate Friday attire

Employees are permitted to wear denim on Fridays only. Dress should be business casual and present a positive and not too casual image.



WOMEN'S ATTIRE

This includes:

- Tops should overlap the waistline enough to cover your skin when arms are raised or when leaning over
- Nice jeans with no tears or fading
- Casual slacks
- Nice, clean tennis shoes
- Denim suits or skirts
- Capri pants/gauchos

Inappropriate

- Miniskirts, skorts or beach dresses
- Suits that look like denim (except Fridays)
- Tight, transparent or revealing blouses
- Leggings
- Leg warmers
- Crop pants
- T-shirts



- Spaghetti-strap tops or dresses
- Shorts
- Athletic wear
- Halter tops
- Off-the-shoulder tops
- Tops with gapping or cut-in armholes
- Trousers or jeans worn below the hipline
- Sweatpants/sweatshirts
- Denim, other than Fridays
- Business suit walking shorts
- Capri pants/gauchos, other than Fridays



Appropriate

- Loafers
- Dress boots
- Dress heels
- Sling-back shoes



- Flats
- Casual sandals (Fridays only)
- Conservative athletic or walking shoes (Fridays only)

WOMEN'S FOOTWEAR



Inappropriate

- Flip-flops
- Shoes with chunky or spiky heels
- Platform shoes
- Rain boots or winter snow boots (Ugg® boots)
- Flashy athletic shoes
- House slippers
- Overly dressy or overly casual sandals or flats

Inclement weather

In times of inclement weather, you may wear snow boots or galoshes from your car to your office — however, you need to change into appropriate shoes or clothes once at work.





Appropriate fitness attire

The Fitness Center, Central Park and outdoor track are part of Chesapeake's campus, and employees and their family members are expected to dress in conservative fitness attire. Your safety is also important, which is why proper shoes and clothing are required around equipment with moving parts.

- T-shirts
- Athletic tops

- Modest shorts
- Athletic pants
- Tank tops/T-shirts that cover the midsection
- Biker shorts at modest length
- Tattoos must be covered
- Body piercings, except earrings, should be removed or covered

Shoes

In the exercise areas, supportive, closed-toed athletic shoes are required.



Inappropriate fitness attire

- Exposed midriff
- Sports bras that do not cover the midriff
- Plunging necklines
- Too-revealing tops
- Ripped T-shirts
- Extremely short shorts
- Tank tops with gapping arm holes

- Jeans
- Wet swimsuits outside the pool, tanning or dressing areas

Shoes

In the exercise areas, the following are not permitted:

- Bare feet, except on the Pilates machines
- Sandals
- Socks only
- Black-soled tennis shoes on wood floor
- Open-toed shoes



Visiting other CHK locations

Employees visiting Chesapeake's corporate or regional offices should follow the business casual guidelines on the preceding pages.



EXCEPTIONS

When visiting a field office or rigsite, you should dress appropriately including:

- Jeans or khaki pants
- Steel-toed shoes (if applicable)
- Safety glasses (if applicable)
- Hard hat (if applicable)

se Other Side first



EXCEPTIONS

Couriers, Fitness Center and restaurant employees

Some positions at Chesapeake do not require business casual dress due to their specific roles. Examples include couriers, Fitness Center employees, facilities support and some restaurant staff. Their dress should still reflect

a polished, professional look, even in khaki shorts and tennis shoes. Your supervisor will let you know if this applies to you and will discuss appropriate attire.



Field office “office” personnel

Employees who work at field office locations are expected to wear nice jeans and clothes that are ironed and professional. There may be times when office employees will be advised to dress business casual when senior management, investors or certain vendors are visiting.



EXCEPTIONS

Shoes

Field office employees may wear clean tennis shoes or more professional boots. Flip-flops and other very casual sandals are never appropriate for work.



INAPPROPRIATE



INAPPROPRIATE



HEMLINE TOO LONG



INAPPROPRIATE



USE MODERATION



APPROPRIATE



APPROPRIATE



STANDARDS

Style standards

As a Chesapeake employee, there are certain style and dress standards we expect.

Undergarments

All employees are required to wear appropriate undergarments that are not visible under light-colored clothing.

Fingernails

Clean, presentable fingernails are required. For women, nails should be free of artwork or designs.

Scent

Some employees are allergic to chemicals in perfumes and makeup, so wear these substances with restraint.



Body alterations

Tattoos and body piercings should not be visible and must be covered. Men are not permitted to wear earrings. Women should not wear earrings that are large or dangle more than one inch past the lobe. Jewelry should be business conservative.

Hair

Hair, including sideburns, moustaches and beards, should be neatly combed and trimmed. Color should not be extreme or distracting.



Final thoughts

We hope this booklet provides direction and that you have a greater understanding of how we expect you to dress and carry yourself as a Chesapeake employee. It is important that we set the standard high in everything we do, and this includes how we present ourselves.



Popular fashion doesn't dictate the standard for appropriate workplace dress, and you can't pick and choose which dress code guidelines you want to follow. If your manager feels your dress is inappropriate, you may be sent home to change and the time away from work will be charged against your leave balance.



 + YOU

