



## Workforce Profile

### Equal Opportunity

Valvoline Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. We believe a diverse workforce is critical to inspiring innovation and succeeding in today's world. We have an active recruitment program to identify and attract diverse talent. Visit our Careers site to [learn more](#). Valvoline Inc. is committed to actively creating an environment where each team member is empowered to learn, grow and maximize their personal contribution.

### Diversity, Equity and Inclusion

Our team members have varying skills, abilities, education, and professional and life experience. Their diversity reflects the communities where they live and work, as well as the customers and constituencies they serve. By leveraging the similarities and differences that shape each individual, we encourage and promote innovative thinking and drive the kind of sustainable, competitive advantage that will help Valvoline Inc. grow and create new value for our stakeholders.

To foster a more diverse and inclusive culture, Valvoline Inc. is focused on (1) promoting a culture of diversity and inclusion that leverages the talents of all employees, (2) implementing practices that attract, recruit and retain diverse top talent, (3) increasing our number of diverse suppliers, and (4) partnering with external groups that support or serve diverse populations.

Valvoline Inc. supports employee resource groups that provide members with a forum to communicate and exchange ideas, build a network of relationships across the company and pursue personal and professional development. Membership in any employee resource group is open to all employees.

### Employee Benefits

Valvoline Inc. provides a wide variety of benefits to eligible full-time and part-time employees. These benefits help support the company's strategy to provide competitive programs aligned to the changing business environment and needs of our employees. This includes attraction, retention, inclusion, motivation, development, promotion, engagement and well-being (mental, financial and personal health).

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Valvoline Inc. offers the following benefits to employees where it does business:

- Retirement plans with matching employer contributions\*
- Healthcare plans — often including medical, dental, vision, prescription drug coverage, Life, Disability and Accident insurance plans.
- Paid time off, holiday and leave programs including employer-paid parental leave for eligible employees.
- Business travel accident insurance
- Tuition reimbursement

### Training

Across the organization, including within the VIOC and GCOC systems of company-operated and franchised service center stores, employees are provided voluntary and compulsory regulatory, safety, compliance, customer service, and product training opportunities. Training is based on job role and function, delivered via virtual or in-person classes and e-learning. This includes management and leadership programs with approximately 20 hours of live training and development for its new managers. In addition, an internal management system for executing Valvoline's retail services provides a structured and detailed early learning training plan supported by a proprietary digital learning platform. This plan provides new VIOC employees 270 hours of training that is generally completed within the first 60 days of employment leading to their first certification and another 240 hours of training in the next 140 days that supports promotability and internal career mobility.

Valvoline Inc.'s talent development strategy focuses on structured early learning supported by "just in time" resources, quick promotions, and a consistent "promote from within" strategy — all crucial for retention in a retail concept. Time-to-certification and second-promotion is tracked meticulously. Proprietary algorithms identify those who are falling behind schedule, and intervention occurs before more serious problems arise. More than 85 percent of employees are certified on-time.

As development progresses, attention turns to building appropriate bench strength for supervisory and managerial positions. Each employee's readiness for promotion is reviewed regularly, allowing us to address geographical or job level weaknesses before they become talent or skill shortages. Employees are evaluated against key competencies monthly or quarterly (depending on position), allowing management to react to individual employee development needs. This focus on bench strength has yielded results, enabling us to continue our promote-from-within strategy: 100% of our service center managers, 100% of our area managers, and over 90% of our market managers started in hourly positions. We are well positioned for this trend to continue.

*\*Terms and conditions and matching contribution limits may apply.*

**Integrity and Honesty**

Valvoline Inc. is firmly committed to conducting business in accordance with the highest legal and ethical rules and principles. Our Code of Conduct is the cornerstone of this commitment and sets the standards for our actions. It was established as a guide to help employees understand the company's expectations and alert them to potential legal and ethical issues. Employees are encouraged to promptly report any potential violations of our Code of Conduct to the Legal Department or through our Employee Hotline, which is available 24 hours a day, seven days a week.

At Valvoline Inc., we require one hour and twenty minutes of on-line compliance learning every year for every employee, most of which touches on these issues. Managers receive four hours of training in this category.

**Continuing Education**

The opportunity to grow and develop skills and abilities, regardless of job role, division, or geographical location is critical to the success of Valvoline as a global organization. Development helps us to engage in our work and become more productive. It is also one way we live our value of "It all starts with our people."

Great development consists of three key components:

- Formal education opportunities (e.g., instructor-led classes)
- Experiential learning (e.g., stretch assignments, job shadowing)
- Learning from others (e.g., feedback, coaching, mentoring)

Employees have access to all of these development opportunities. Our Learning Management System (LMS) is one way we help employees learn about our formal education opportunities so they can build job skills, professional skills, and management/leadership skills. These formal education opportunities may be delivered via eLearning, virtual classes, or in-person classes and cover topics from safety, compliance, customer service, sales and product training, as well as management/leadership skills and professional effectiveness.

Valvoline Inc. has many partnerships to ensure quality development opportunities. We work with leading universities, research organizations, companies, and industry and professional organizations and may attend seminars and training programs provided by industry trade and professional organizations.

Valvoline Inc. also provides tuition assistance for employees enrolled in higher education programs directed at improving their job performance or helping them prepare for a future job within our organization.

**Freedom of Association and Collective Bargaining**

Valvoline Inc. respects and honors our employees' free choices and complies with all workplace laws and regulations including those associated with labor organizing activities. As of April 2025, none of our operations are covered by collective bargaining agreements.

**Notification of Operational Changes**

Valvoline Inc. keeps its employees well informed of operational changes through a variety of communication channels. We communicate business and functional specific news through the following venues: our corporate intranet site, messages from our leaders, town halls, web casts, on-line forums, newsletters and mailings. Although there is no minimum time frame for notifying employees, Valvoline makes every effort to provide a reasonable amount of notice to all employees when there is a significant change. Valvoline complies with all regulations regarding notice to employees in locations where we operate.