

Fiduciary Services: 3(16)Administration

MANAGING MANY OF THE DAY-TO-DAY OPERATIONS OF THE PLAN

Introducing Fidelity's 3(16) fiduciary solution that reduces the administrative burden of managing your retirement plan(s), enabling you to focus where it matters most

Here's what **Fidelity** can help with as a fiduciary:



ONGOING

Data monitoring & issue resolution

Monitoring services – including a proprietary tool to systematically monitor certain activities to help identify and prevent issues with the plan and help to resolve them as needed, such as:

- Contribution deferral mismatch
- Contribution posting
- Missing vesting dates



AS REQUIRED

Notice delivery

Preparation and delivery of notices to employees, reducing employer time and effort spent on activities such as:

- Plan design change notices
- Summary plan description
- Safe harbor notices
- Fee disclosure notices



ANNUAL

Plan compliance & reporting

Completion of required testing & reporting, including:

- 5500 (preparation of all supporting schedules, provided to the sponsor for review before signing and filing on the plan's behalf)
- Year end plan summary reporting
- Non-discrimination testing (additional testing)

Note: preparing the census and providing timely data would still be the plan sponsor's responsibility



AS NEEDED

Distribution services

Streamlining of distribution services to significantly reduce employer's involvement in the process.

Examples include:

- Loan ACH payments
- Web-based QDRO processing
- E-certified hardship and in-service withdrawals
- Automatic required ¹ minimum distributions

Taking you from:



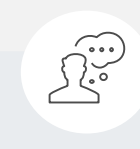
administrative
burden to
efficiency



risk to
protection



complexity to
simplicity



concern to
confidence



PARTNERSHIPS THAT STREAMLINE YOUR FIDUCIARY RESPONSIBILITIES

Fidelity's 3(16) program
empowers *efficiency*,
shifts some risk, and *limits*
your responsibility

	Your Current Responsibilities ¹		How Fidelity's 3(16) Fiduciary Program can shift your responsibilities		
	CLIENT	ADVISOR ²	CLIENT	ADVISOR ²	FIDELITY
Establish					
Define objectives/plan design ³	●	●	●	●	●
Hire/Delegate/Replace plan service providers	●	●	●	●	
Contract and fee negotiation	●	●	●	●	
Provider management	●	●	●	●	
Invest					
Investment lineup design	●	●	●	●	
Investment selection and monitoring	●	●	●	●	
Develop investment policy	●	●	●	●	
Investment contract and negotiation	●	●	●	●	
Monitor					
Provide accurate & timely data	●		●		
Monitor data & identify potential issues	●				●
Notice delivery	●				●
5500 sign and file	●				●
Annual plan compliance and reporting	●	●			●
Participant distribution services	●				●
Plan errors and unnecessary corrections	●				●
Employee education	●	●		●	●
Monitor fees and fiduciary provider	●	●	●	●	

¹Plan sponsor may engage other providers, like Fidelity, to assist with current responsibilities

²Advisor/Consultant role and engagement will vary based on agreement with employer

³Fidelity does not provide legal or tax advice

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**3(16) works well in
conjunction with
recordkeeping and can be
enhanced by other services
such as payroll or advice**