

UNIVERSITY OF CALIFORNIA

# **457(b) Deferred Compensation Plan**

MAY 2008

# Addresses and Resources

Listed below are telephone numbers, website and correspondence addresses for some of the resources UC employees routinely use.

## RETIREMENT SAVINGS PROGRAM RECORDKEEPER

### Fidelity Retirement Services

Fidelity Retirement Services website: [netBenefits.com](http://netBenefits.com)  
Telephone: 1-866-682-7787

## PLAN ADMINISTRATOR

### UC Human Resources and Benefits

UC HR/Benefits website: [atyourservice.ucop.edu](http://atyourservice.ucop.edu)

Written correspondence should be sent to:  
UC HR/Benefits  
P.O. Box 24570  
Oakland, CA 94623-1570

## INVESTMENT OVERSIGHT

### University of California Treasurer's Office

Treasurer's Office website: [ucop.edu/treasurer](http://ucop.edu/treasurer)

Written correspondence should be sent to:  
Office of the Treasurer of The Regents  
1111 Broadway, Suite 1400  
Oakland, CA 94607

## IF YOU MOVE

It is your responsibility to notify the Plan Administrator of your new mailing address. UC uses the address on file as the address of record for you and your beneficiaries. Failure to keep your address current could reduce your benefits. The Plan Administrator may charge the costs of locating missing participants against the accumulations of separated participants with incorrect addresses.

### If you're an active employee (currently working at UC):

You can change your address online at At Your Service Online, a secure website where you can update personal information maintained in UC's payroll and benefits databases. To record an address change, go to At Your Service and select "Sign in to My Accounts." Enter your username or Social Security number and your UC Password; then select "My Contact Information."

### If you're no longer working for UC or are retired:

Notify Fidelity Retirement Services by calling the Retirement Services Center at 1-866-682-7787. In addition, you may want to notify UC HR/Benefits of an address change by calling the UC Customer Service Center. Or, if you have internet access, select "Forms and Publications" on At Your Service and print and complete form UBEN 131 (*UC Benefits Address Change Notice*) and mail it to UC HR/Benefits.

The 457(b) Deferred Compensation Plan (the 457(b) Plan) is a valuable component of the UC Retirement Savings Program offered to the University community. This *Summary Plan Description* explains the provisions, policies and rules that govern the 457(b) Plan.

Your future financial security depends in part on decisions you make about your participation in the 457(b) Plan and your understanding of the pivotal role you play. Therefore, we encourage you to read this booklet carefully and to keep it with your important papers for later reference.

Please note—make sure that UC always has your current address. That way, we're able to keep you informed about the status of your present and future retirement savings benefits and to provide you with information that may help you with decisions that could be crucial to your future financial security. See inside front cover for information about how to report a change of address.

The University of California 457(b) Deferred Compensation Plan document contains details of the provisions of the Plan. If a conflict exists between this *Summary Plan Description* and the Plan document, the Plan document governs. The Associate Vice President, Human Resources and Benefits (UC HR/Benefits), serves as the Plan Administrator and has the authority to interpret disputed provisions.

Fidelity Retirement Services provides recordkeeping and account services for the 457(b) Plan. Visit the Fidelity Retirement Services website ([netBenefits.com](http://netBenefits.com)) or call 1-866-682-7787 for information about:

- ▶ Beneficiaries
- ▶ Distributions
- ▶ Enrollment
- ▶ Exchanges/Transfers
- ▶ Investment Options
- ▶ Personal Account Information
- ▶ Plan Performance
- ▶ Rollovers

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## Introduction

The 457(b) Plan is a deferred compensation plan described under §457(b) of the Internal Revenue Code (the IRC). Future benefits from the 457(b) Plan will reflect the amount of a participant's voluntary salary deferral contributions plus earnings. Vesting is immediate.

Employees who want to participate in the 457(b) Plan designate a portion of their gross salary to be contributed on a pretax basis, thus reducing the participant's taxable income. Taxes on contributions and any earnings are deferred (that is, postponed) until the participant withdraws the money.

The designated Plan Administrator of the 457(b) Plan is the Associate Vice President, Human Resources and Benefits (AVP–HR/B). The AVP–HR/B has delegated recordkeeping duties to Fidelity Retirement Services. The relevant contact information is on the inside front cover. The Plan Administrator administers the 457(b) Plan for the sole benefit of Plan participants and their beneficiaries. Participation is voluntary and should be based on the participant's financial objectives and resources. Individual investment strategies should reflect the participant's personal savings goals and tolerance for financial risk. Participants may also want to consult a tax advisor or financial planner before enrolling. UC, the Regents, the Treasurer, UC HR/Benefits, and Fidelity Retirement Services are not liable for any loss that may result from participants' investment decisions. This *Summary Plan Description* summarizes the Plan document as revised effective January 1, 2008.

## Eligibility

All employees of UC and Hastings College of the Law—except students who normally work fewer than 20 hours per week—are eligible to participate in the 457(b) Plan. An employee begins participation when contributions are made to the 457(b) Plan on the employee's behalf. An employee or former employee continues participation until all funds held on his or her behalf are distributed.

## Contributions

Salary deferral contributions to the 457(b) Plan may come only from income paid through the UC payroll system (or the payroll systems of Lawrence Berkeley National Laboratory or Hastings College of the Law). Employees may also roll over money from other employer-sponsored plans, including the taxable portion of a distribution from the University of California Retirement Plan (UCRP; see "Rollovers: Into the Plan," page 8).

According to IRS rules, enrollment in the 457(b) Plan cannot go into effect immediately. Enrollment affects earnings for the month following enrollment and the first deduction is taken from the paycheck on the first of the subsequent month. For example, if a participant enrolls in January, the first deduction is taken from February earnings and is reflected in the March 1 paycheck.

Contributions to the 457(b) Plan are reported annually on employees' W-2 forms, but are not included in income subject to taxation.

457(b) Plan salary deferral contributions are deducted from gross salary (after any other pretax deductions for medical plan premiums, dependent care expenses or certain health care expenses), and income taxes are calculated on remaining pay. Although 457(b) Plan salary deferral contributions reduce taxable income, they do not reduce any other salary-related University benefits such as vacation or sick leave, life or disability insurance benefits, or benefits payable from UCRP.

Upon enrollment, participants choose the flat dollar amount or percentage of salary that they will contribute through payroll (generally monthly or biweekly) up to their maximum annual contribution amount. Under the percentage method, contributions change proportionately as the participant's salary changes.

If a participant transfers employment from one UC location to another UC location, the salary deferral election will stop automatically. The participant must re-enroll at the new location to continue contributions.

## LEAVES OF ABSENCE

Contributions stop during a leave without pay and resume automatically at the same rate upon return to pay status unless the participant cancels them.

For sabbatical leaves or administrative leaves with pay during which employees earn less than 100 percent of regular compensation, contributions continue in the

same amount or percentage (see “Contributions,” page 3) as elected before the leave unless the participant makes a change. Because contributions remain the same while compensation decreases, it is important for participants to review their contribution amount before going on a paid leave.

Special rules may allow participants on military leave to “make up” contributions that would have been credited to their accounts during the military leave. Local Benefits Offices can provide more information.

During paid vacation or sick leave, contributions continue in the same amount.

## TERMINATION OF EMPLOYMENT

If a participant leaves UC employment, salary deferral contributions stop automatically. The payment options available for a participant’s accumulations are described in “Distributions: Retirees and Former Employees” (see page 6).

## REAPPOINTMENT

If a participant leaves UC employment or retires and is later rehired into an eligible position, the participant may begin contributing to the Plan again.

## MAXIMUM ANNUAL CONTRIBUTION LIMITS

The IRC limits the amount participants may contribute annually to tax-advantaged retirement plans and imposes substantial penalties for violating contribution limits (see “Excess Salary Reductions” on the following page).

For 2008, the 457(b) Plan contribution limits are as follows:

Regular contribution limit	\$15,500 <sup>1</sup>
Participants who are age 50 or older any time during the year	\$20,500 <sup>1</sup>

To contribute the maximum amount, participants should check the limits and adjust their contributions for each calendar year accordingly.

<sup>1</sup> or 100 percent of adjusted gross salary, if less.

<sup>2</sup> Participants who take advantage of this special provision cannot also take advantage of the over-age-50 provision; they must choose whichever provides the higher contribution amount.

<sup>3</sup> The calculation can include only those years in which the participant was eligible to contribute to the plan, which was introduced in 2004.

Adjusted gross salary for any year is a participant’s gross University salary (including any shift differential, summer or equivalent term salary, health science faculty income over the base professorial salary, stipends and overtime), minus any required pretax contributions to other retirement plans (for example, the University of California Retirement Plan contributions that currently are redirected to the UC Defined Contribution Plan or CalPERS) and any pretax payments for UCRP (to establish, reestablish or convert prior periods of service credit or to eliminate the noncontributory offset).

## Special Catch-up Provision

A special catch-up provision allows eligible participants to make additional contributions in one or more of the three consecutive years ending before the year the participant elects as his or her retirement age. The elected retirement age can be any age between 60 (50 for safety employees) and 70½.

For 2008, the total amount the participant can contribute using the special catch-up limit is the lesser of two amounts:<sup>2</sup>

- ▶ Twice the regular contribution limit for 2008 (\$15,500 x 2 = \$31,000), or
- ▶ The regular contribution limit for 2008 plus the difference between previous years’ regular contribution limits and the actual contributions made during those years (the unused contribution capacity).<sup>3</sup>

Here is an example showing contribution limits and annual contributions since 2005 for a hypothetical employee:

	2005	2006	2007
Regular contribution limits	\$14,000	\$15,000	\$15,500
Participant contributions	\$10,000	\$10,000	\$15,000
Unused eligible contribution capacity	\$4,000	\$5,000	\$500
Cumulative unused contribution capacity:			\$12,500
Regular 2008 contribution limit:			15,500
Total amount the participant can contribute in 2008:			\$18,000

In subsequent years, the special catch-up limit must be reduced to reflect any unused contribution capacity that has already been taken into account in calculating a special catch-up provision.

## EXCESS SALARY REDUCTIONS

UC payroll systems monitor 457(b) Plan contributions, and a participant's contributions will stop automatically if they reach the limit before the end of the year. As a result, there is little chance of overcontributing. In limited circumstances, however, excess salary reductions may be made—if, for example, a participant works at more than one UC location during the year or contributes to a 457(b) plan with another employer.

If participants overcontribute because they work at more than one UC location, the excess will normally be identified and, in most cases, returned (with any earnings) before the end of the year in which it occurs.

If participants think they have overcontributed but have not been contacted, or if they contribute to a 457(b) plan with another employer during the year, they should call Fidelity Retirement Services before the end of the year (or by March 1 of the following year) to request a refund.

The IRC requires that excess salary reductions in any calendar year be refunded to the participant by April 15 of the following year to avoid tax penalties. If the excess is refunded by April 15, the excess is treated as ordinary income for the year in which the salary reductions were made. The refund will also reflect any earnings (or loss) generated by the excess salary reductions during that year. The earnings must be reported on tax returns for the year in which the refund is paid. For example, if a participant receives a refund of 2007 excess contributions in 2007, all amounts should be reported on tax returns for 2007. If the participant receives the refund in 2008, however, the excess contributions should be reported on 2007 tax returns and any earnings on tax returns for 2008.

Refunds of excess contributions and earnings are not eligible for rollover, nor are they subject to the penalty taxes on early distributions (see "Early Distribution Penalties" on page 7).

If an excess contribution is not refunded by April 15, the excess amount must remain in the Plan. The participant must still report the excess as ordinary income for the year in which the contributions were made. In addition, the excess amount will again be taxable as ordinary income in the year in which the participant receives a distribution that includes these funds. In other words, excess contributions that are not refunded by the April 15 deadline are taxed twice.

If, during a year, contributions for the participant are made to another plan over which the participant has control, or a participant makes salary deferral contributions to another plan (other than a 457(b)), the participant should consult a tax advisor on the applicable limitations on contributions.

## INVESTMENT OF CONTRIBUTIONS

Participants choose the investment options in which they want to invest their contributions. The "Investment Options" are explained on page 8.

Subject to payroll deadlines, participants may start, stop, or change the amount of their contributions to the Plan at any time on the Fidelity Retirement Services website. They also may redirect future 457(b) Plan contributions to one or more of the investment options and/or exchange (transfer) accumulations in the Plan among the investment options at any time. Direct exchanges between certain investment options may be prohibited. See the Fidelity Retirement Services website ([netBenefits.com](http://netBenefits.com)) for more information.

## Distributions

Distribution rules vary depending on the participant's employment status.

### CURRENT UC EMPLOYEES

The IRC restricts 457(b) Plan distributions to current employees. In general, an employee may take a distribution of plan accumulations in the following circumstances only:

- ▶ voluntary in-service withdrawal of the total balance is allowed once if the balance is less than \$5,000 and no contributions have been made in the past two years and the employee has never taken another distribution except an unforeseeable emergency withdrawal;
- ▶ attainment of age 70½; or
- ▶ an unforeseeable emergency as described below.

#### Unforeseeable Emergency Withdrawal

Participants may be able to take a withdrawal on account of an unforeseeable emergency resulting from

- ▶ an illness or accident involving the participant, the participant's spouse/domestic partner, or the participant's dependent;
- ▶ loss of property due to casualty; or

- ▶ Other similar, extraordinary and unforeseeable circumstances arising from events beyond the control of the participant.

The unforeseeable emergency withdrawal may not be in excess of the amount reasonably needed to satisfy the participant's emergency need. The participant must first satisfy the need using other available financial resources including

- ▶ insurance reimbursements;
- ▶ cessation of salary deferral contributions to the 457(b) Plan, and the University of California Tax-Deferred 403(b) Plan Account, and the Defined Contribution Plan After-Tax Account;
- ▶ a 403(b) Plan loan;
- ▶ withdrawal of eligible monies from the UC Defined Contribution Plan; or
- ▶ liquidation of other assets, to the extent the liquidation does not itself cause severe financial hardship.

After taking an unforeseeable emergency withdrawal, a participant may not make voluntary contributions to the 457(b) Plan, the 403(b) Plan, or the DC Plan for six months.

A withdrawal is generally taxed as ordinary income in the year in which it is issued. In accordance with IRS regulations, Fidelity Retirement Services will withhold 10 percent for federal taxes and 1 percent for California state taxes (unless the participant elects no withholding).

There are specific federal tax withholding rules that apply to all distributions from retirement and savings plans (see "Taxes on Distributions").

## RETIRES AND FORMER EMPLOYEES

Participants who leave UC employment or retire have the following payment options for money in the 457(b) Plan:

- ▶ Leave the money in the Plan if the Plan balance totals at least \$2,000, subject to minimum required distribution rules. Although participants may no longer contribute, they may transfer funds among the investment options, subject to the transfer/exchange rules and roll over money into the Plan;
- ▶ Take a full or partial distribution (payable to the participant or directly rolled over to a traditional IRA, a Roth IRA, or employer-sponsored plan); see page 7 for information on early distributions;

- ▶ Arrange for systematic withdrawals. This option enables the participant to receive regular, periodic distributions without having to make a specific request for each one; or
- ▶ Purchase a commercial annuity. Commercial annuities provide periodic payments in a fixed amount for a specific period of time. Annuities may be purchased through UC's group insurance contract with a California-licensed third party insurance carrier. Neither UC HR/Benefits, the Regents, nor the University has any further fiduciary obligation to participants who use their 457(b) Plan funds to purchase an annuity product from any third-party insurance carrier or other such vendor.

For distributions made on and after January 1, 2006, the following Plan rules apply to distributions of small accounts after the participant has terminated UC employment:

If the value of the participant's accumulations is less than \$2,000, but more than \$1,000, and the participant fails to provide distribution directions, the participant's accumulations will be rolled over to an IRA custodian designated by the Plan Administrator in an account maintained for the participant.

If the value of the participant's accumulations is \$1,000 or less, and the participant fails to provide distribution directions, the participant's accumulations shall be paid directly to the participant at his or her address of record.

All distributions are subject to Fidelity Retirement Services and payroll deadlines. No distributions can be made until all payroll activity is complete, which can take from 30 to 60 days.

## TAXES ON DISTRIBUTIONS

A distribution from the 457(b) Plan is generally taxed as ordinary income in the year it is issued. Note, however, that there are specific federal tax withholding rules that apply to all distributions from retirement savings and investment plans. For more information about the tax treatment of Plan distributions, read the special tax notice provided by Fidelity Retirement Services before requesting a distribution. The tax rules are quite complex; for these reasons, participants considering a distribution from the Plan are strongly encouraged to consult a tax advisor.

Participants who choose to take a distribution are responsible for satisfying the distribution rules and for any tax consequences.

Distributions to participants are reported annually on IRS Form 1099R, which are sent in January following the calendar year in which the distribution was issued.

## EARLY DISTRIBUTION PENALTIES

Distributions from 457(b) plans are generally not subject to the early distribution penalties that may apply to distributions from other types of retirement plans. If, however, an amount is rolled over from another type of retirement plan, such as a 403(b) plan or a tax-qualified 401(a) plan, to the 457(b) Plan, any distributions attributable to the rolled over amount that are made before a participant attains age 59½ may be subject to federal and state penalty taxes unless an exception applies.

Early distribution penalties are not assessed when a distribution is paid. Participants who are subject to the penalties are responsible for reporting them to the IRS when they file their income tax returns.

## MINIMUM REQUIRED DISTRIBUTIONS

Participants must begin receiving minimum distributions from the Plan by April 1 of the calendar year following the later of:

- ▶ the year in which they reach age 70½, or
- ▶ the year in which they leave UC employment.

Participants who do not receive minimum distributions by the required dates, or who receive less than the minimum amount the law requires, must pay a nondeductible 50 percent excise tax on the difference between the amount that should have been received and the amount received.

Minimum required distributions are not eligible for rollover.

Minimum required distributions are calculated in accordance with U.S. Treasury regulations.

## Distributions to Beneficiaries

Participants can and should name one or more beneficiary. A beneficiary may be an individual, trust, estate, charity or corporation.

When a participant dies, the named beneficiary(ies) should contact Fidelity Retirement Services regarding available options. One of the options a beneficiary has is to leave the money in the Plan, subject to the

minimum required distribution rules. Note that this option applies only if the individual beneficiary's share of the deceased participant's Plan balance totals at least \$2,000. If the named beneficiary is a trust, estate, charity or corporation, the Plan balance must be distributed within nine months of the date of the participant's death.

A deceased participant's beneficiary (the participant's beneficiary) may also designate a beneficiary (beneficiary's beneficiary) to receive the balance in the deceased participant's account if the participant's beneficiary dies before taking a total distribution. The beneficiary's beneficiary must decide how they want money to be distributed within nine months of the death of the participant's beneficiary.

If no beneficiary has been named, or if the beneficiary dies before the participant, any amount remaining will be distributed to the participant's eligible survivors in the following order of succession:

- ▶ surviving legal spouse or domestic partner; or, if none,
- ▶ surviving children, natural or adopted, on an equal-share basis (children of a deceased child share their parent's benefit); or, if none,
- ▶ surviving parents on an equal-share basis; or, if none,
- ▶ brothers and sisters on an equal-share basis; or, if none,
- ▶ the participant's estate.

Procedures established for the University of California Retirement Plan (UCRP) are used to determine whether a domestic partner is included in the order of succession above. Generally, the UCRP procedures require that an individual must be designated as a UCRP member's domestic partner by one of three possible methods:

- ▶ registration of the domestic partnership with California's Secretary of State;
- ▶ registration of a same-sex union, other than marriage, validly formed in another jurisdiction, that is substantially equivalent to a California domestic partnership; or
- ▶ filing of a *UC Declaration of Domestic Partnership* form with the UCRP administration.

If a member dies before filing a *UC Declaration of Domestic Partnership*, only documents from the first two methods may be used to establish a domestic partnership under the Plan.

## Additional 457(b) Plan Information

### INVESTMENT OPTIONS

Plan participants have several options for building individual investment portfolios to achieve their retirement savings goals. Currently, the Treasurer of the Regents of the University of California selects and monitors a group of Core Funds based on criteria established by the Regents. The Core Funds include the UC Funds, which are investment options managed by the Treasurer's Office or by investment managers appointed by the Treasurer's Office, as well as mutual funds. The Core Funds provide participants with a diverse menu of the major asset classes to which participants may direct their contributions.

In addition, Fidelity Investments mutual funds and Calvert socially responsible mutual funds are available for those participants willing to assume additional responsibility for monitoring their individual fund choices. These funds are part of fund families previously authorized by The Regents as plan investment options and have been retained in the 457(b) Plan as an accommodation to participants. The Treasurer's Office does not monitor individual fund performance and makes no qualitative assessment as to any investment fund that is not part of the Core Funds.

Participants may also invest in mutual funds that are not included in the Core Funds and are not part of the Fidelity or Calvert fund families by opening a brokerage window account. To open a brokerage window account, participants must agree to the terms and conditions that govern the account, including acknowledgement of the risks involved and the special fees that may apply.

Information about investment objectives, risks, changes, and expenses of all options is available, free of charge, from Fidelity Retirement Services.

### ROLLOVERS: INTO THE PLAN

Participants may move eligible retirement funds from a previous employer plan or an IRA to the 457(b) Plan via a rollover. The 457(b) Plan accepts rollovers of pretax distributions from:

- ▶ other employer-sponsored plans, including lump sum cashouts and Capital Accumulation Payment (CAP) distributions from the UC Retirement Plan,

401(a), 401(k), 403(b), and governmental 457(b) Plans; and/or

- ▶ traditional IRAs.

The 457(b) Plan does not accept rollovers of after-tax distributions. To roll over money directly from another employer-sponsored plan to UC's 457(b) Plan, the participant must arrange to have the plan's custodian or plan administrator write a check for the distribution, payable to "Fidelity Investments Institutional Operations Company, Inc. (FIIOC)." As long as the check is payable directly to FIIOC (not to the participant), no taxes should be withheld from the distribution, and the pretax funds will retain their tax-deferred status.

Employees who are eligible to participate in the 457(b) Plan may execute a rollover (and become Plan participants) even if they have not yet begun contributing to the Plan through payroll deductions.

Former employees who did not participate in the 457(b) Plan are not eligible to roll over funds into the Plan, except for eligible distributions from UCRP of \$2,000 or more.

If a participant takes a distribution from a former employer plan, including UCRP, and the check is payable to the participant, he/she can also roll over the taxable portion of the money into the 457(b) Plan, as long as the rollover is made within 60 days after receiving the distribution. To roll over 100 percent of the taxable portion of the distribution, the participant must replace from personal savings or other sources an amount equal to the taxes that were withheld when the distribution was issued.

### ROLLOVERS: FROM THE PLAN

All 457(b) Plan distributions except those listed below are eligible for direct rollover (distribution made payable to a traditional IRA, a Roth IRA, or another employer plan). As long as the check for the distribution is payable directly to the plan, no taxes should be withheld and the funds will retain tax-deferred status. If made payable to the participant, taxable distributions are subject to mandatory 20 percent federal tax withholding.

Participants may also roll over an eligible 457(b) Plan distribution consisting of pretax funds that has been paid to them, as long as the rollover to the IRA or new plan occurs within 60 days of receipt of the distribution. A participant who wants to roll over 100 percent of the distribution must replace from personal savings or other sources an amount equal to the taxes that were withheld when the distribution was issued. Any

amount not rolled over will be taxed as ordinary income for the year in which the distribution was issued. It may also be subject to the early distribution penalties if the distribution is attributable to a rollover from a plan subject to the early distribution penalties.

457(b) Plan distributions that are not eligible for rollover include:

- ▶ minimum required distributions,
- ▶ refunds of excess contributions (plus earnings),
- ▶ systematic withdrawals, and
- ▶ unforeseen emergency withdrawals.

Distributions made to non-spouse beneficiaries are eligible only for direct rollover and only to an IRA.

For more information about the tax treatment of rollovers, read the special tax notice available from Fidelity Retirement Services.

## ACCOUNT ACTIVITY

To help participants better understand the Plan's benefits and effectively manage their accounts, Fidelity Retirement Services, on behalf of UC HR/Benefits, provides personalized account information via two electronic sources.

- ▶ Participants who have internet access can find current, comprehensive information about their accounts and make certain online Plan transactions by visiting Fidelity Retirement Services website ([netBenefits.com](http://netBenefits.com)).
- ▶ Participants can retrieve personal financial information about their accounts and make transactions on Fidelity Retirement Services toll-free telephone line (1-866-682-7787).

Annual reports containing audited financial statements are available on At Your Service or from the UC Customer Service Center.

Summary plan descriptions are sent periodically to all participants and are also available on At Your Service, the Fidelity Retirement Services website, or from your local Benefits Office or the UC Customer Service Center.

Participants may obtain a copy of the University of California Tax-Deferred 457(b) Plan document by writing to UC HR/Benefits (see inside front cover).

Participants should read the complete descriptions of the investment funds and accompanying Plan materials before making any investment decisions.

All notices or communications to a participant or a beneficiary will be effective when sent by first-class mail or conveyed electronically to the participant's address of record. The University and the Regents are entitled to rely exclusively upon any notices, communications, or instructions issued in writing or electronically conveyed by UC HR/Benefits that are believed to be genuine and to have been properly executed.

## CLAIMS PROCEDURES

If Fidelity Retirement Services is unable to verify a claimant's right to a benefit within a short period of time, the claimant will be notified that he or she needs to forward a written request to the attention of the UC Contract Administrator, UC HR/Benefits, P.O. Box 24570, Oakland, CA 94623-1570 who will review the claim on behalf of the Plan Administrator. The request should include all relevant information. Within 90 days of receipt of the request, the contract administrator will approve or disapprove the claim. If the claim is denied, the contract administrator will notify the claimant in writing, setting forth the specific reasons for the denial and providing specific references to the plan provisions on which the denial is based. The contract administrator also will describe any additional material or information needed to perfect the claim and provide an explanation of the 457(b) Plan's review procedures.

If the claimant's request is denied by the contract administrator, the claimant may submit a written request for an independent review by the Plan Administrator within 60 days of receiving the denial. The request for an independent review should be forwarded to the Plan Administrator, P.O. Box 24570, Oakland, CA 94623-1570. The request should be accompanied by all supporting documentation. The Plan Administrator will make a full review of the request within 60 days unless the circumstances require a longer period, but in no event more than 120 days. If the Plan Administrator upholds the contract administrator's denial, the Plan Administrator will notify the claimant. The decision of the Plan Administrator will be final and conclusive on all persons.

If, after exhausting administrative appeal procedures, the claimant still believes that a benefit has been improperly paid or denied, the claimant has the right to initiate legal proceedings.

For service of process, send to The Regents of the University of California, Trustee of the 457(b) Plan, c/o Office of the General Counsel, 1111 Franklin Street, 8th Floor, Oakland, CA 94706.

## PLAN ADMINISTRATION AND FEES

The Associate Vice President of UC HR/Benefits is the Plan Administrator with responsibility for the day-to-day management and operation of the Plan.

Investor expenses for the UC Funds are limited to 0.15 percent (or \$1.50 per \$1,000 invested) of the Fund's average market value per year, assessed on a daily basis (1/365th per day invested). These expenses are not billed to participants, but are netted against the investment experience of the Fund. These expenses comprise approximately 0.03 percent for investment management, 0.02 percent for investor education, and 0.10 percent for administration (including accounting, audit, legal, custodial, and recordkeeping services). The total administrative expenses are estimated and actual expenses could be lower in some periods. If actual administrative expenses are less than estimated, any residual amount will be returned to the Fund periodically, on a prorated basis, thereby lowering the effective expense ratio for participants. There are no front-end or deferred sales loads or other marketing expenses.

In addition, any fees paid by participants, including loan fees and brokerage window account fees, and any fees that may be awarded for Fidelity Retirement Services failure to meet certain performance standards, will be credited to a plan fee account. At the direction of the Plan Administrator and subject to receipt of supporting documentation, Fidelity Retirement Services will apply the plan fee account funds against reasonable plan expenses that otherwise would be paid from other plan assets. Any basis points that are assessed against the market value of the mutual fund investments in the 457(b) Plan pursuant to revenue sharing agreements will be credited to an expense credit account and offset against charges for services provided by Fidelity Retirement Services and its affiliates. If any amount remains after payment for Fidelity Retirement Services-related services, funds in the expense credit account will be used to reimburse the University for reasonable plan expenses previously paid by the University.

A participant can obtain information on fees charged by a mutual fund investment option by reviewing the fund prospectus available on the Fidelity Retirement Services website ([netBenefits.com](http://netBenefits.com)).

## PLAN CHANGES

The Plan is subject to change and to independent audit to comply with applicable federal and state statutes, IRC regulations, and industry standards. Participants are notified in writing whenever substantive changes to the Plan occur. Although the Plan is expected to continue indefinitely, the Regents reserve the right to amend or terminate the Plan at any time.

## DESIGNATION OF BENEFICIARY

Participants should designate a beneficiary to receive their accumulations in the 457(b) Plan in the event of their death. Participants may name more than one beneficiary and specify the percentage of the Plan balance that each beneficiary is to receive. A beneficiary may be a person, trustee or organization.

For participants who do not name a beneficiary, 457(b) Plan funds will be distributed to the participant's survivors in the order of succession listed on page 7.

Married participants who designate someone other than their legal spouse as a beneficiary may need to consider the spouse's community property rights. For residents of a community property state such as California, a beneficiary designation may be subject to challenge if the spouse would consequently receive less than the share of the benefit attributable to community property.

If a procedural change results in changes to beneficiary designations, the Plan Administrator will notify affected participants.

A will does not supersede a beneficiary designation.

It is the participant's responsibility to keep information on beneficiaries, including addresses, up to date. The address of record is binding for all purposes of the 457(b) Plan.

## ASSIGNMENT OF BENEFITS

Generally, 457(b) Plan benefits payable to participants, beneficiaries, or survivors cannot be attached by creditors, nor can anyone receiving benefits assign payments to others. Plan benefits are intended solely for the security and welfare of participants and their beneficiaries and survivors.

There are some exceptions. For example, the IRS may attach retirement benefits to collect unpaid taxes, or a court may order certain benefits to be paid for child or spousal support.

## QUALIFIED DOMESTIC RELATIONS ORDERS (QDROS)

A court may award Plan assets to the participant's spouse or former spouse or the participant's dependent. This usually occurs in connection with a divorce or legal separation. In such cases, the domestic relations order must be approved, or qualified, as being in compliance with state law and with the Plan terms.

Both spouses and the court have the right to request information about the benefits earned by the participant during the marital period and how those benefits are derived, as well as information about the options available to non-participants. To obtain a copy of the QDRO procedures, contact Fidelity Retirement Services ([netBenefits.com](http://netBenefits.com) or 1-866-682-7787).

The California legislature recently enacted laws that establish procedures for dividing property in connection with the termination of a state-registered domestic partnership. For more information, call Fidelity Retirement Services.

## Employee Information Statement

Participants in defined contribution plans are responsible for determining which, if any, investment vehicles best serve their retirement objectives. The 457(b) Plan assets are invested solely in accordance with the participant's instructions. The participant should periodically review whether his/her objectives are being met, and if the objectives have changed, the participant should make the appropriate changes. Careful planning with a tax advisor or financial planner will help to ensure better supplemental retirement savings.

Neither the Regents, the Treasurer, the Plan Administrator, nor any officer or affiliated officer of the University makes any recommendation to participants for building supplemental retirement savings, and the various options available for the investment of contributions should not be construed in any respect as a judgment regarding the prudence or advisability of such investments or as tax advice. Neither the Regents, the Treasurer, nor the Plan Administrator bear any fiduciary liability for any losses resulting from a participant's investment instructions. The Plan Administrator reserves the right to refuse to implement any investment instruction from a participant that violates Plan rules or IRC provisions.

All elections concerning contributions to the 457(b) Plan are subject to payroll transaction and fund valuation deadlines.

Neither the University, the Treasurer, the Plan Administrator, nor any officer or affiliated officer shall be responsible in any way for the purpose, propriety or tax treatment of any contribution or distribution (or any other action or nonaction) taken pursuant to the direction of a Plan participant, beneficiary, executor or administrator, or a court of competent jurisdiction. Although the Regents, the Treasurer, the Plan Administrator, and officers and affiliated officers shall have no responsibility to give effect to a decision from anyone other than the Plan participant, beneficiary, executor or administrator, they reserve the right to take appropriate action, including termination and/or disbursement of a participant's account, to protect the Plan from losing its tax-advantaged status for any event that violates Plan rules or applicable IRC provisions.

By authority of The Regents, University of California Human Resources and Benefits, located in Oakland, administers all benefit plans in accordance with applicable plan documents and regulations, custodial agreements, University of California Group Insurance Regulations, group insurance contracts, and state and federal laws. No person is authorized to provide benefits information not contained in these source documents, and information not contained in these source documents cannot be relied upon as having been authorized by The Regents. Source documents are available for inspection upon request (1-800-888-8267). What is written here does not constitute a guarantee of plan coverage or benefits—particular rules and eligibility requirements must be met before benefits can be received. The University of California intends to continue the benefits described here indefinitely; however, the benefits of all employees, retirees, and plan beneficiaries are subject to change or termination at the time of contract renewal or at any other time by the University or other governing authorities. The University also reserves the right to determine new premiums, employer contributions and monthly costs at any time. Health and welfare benefits are not accrued or vested benefit entitlements. UC's contribution toward the monthly cost of the coverage is determined by UC and may change or stop altogether, and may be affected by the state of California's annual budget appropriation. If you belong to an exclusively represented bargaining unit, some of your benefits may differ from the ones described here. Contact your Human Resources Office for more information.

In conformance with applicable law and University policy, the University is an affirmative action/equal opportunity employer. Please send inquiries regarding the University's affirmative action and equal opportunity policies for staff to Director of Diversity and Employee Programs, University of California Office of the President, 300 Lakeside Drive, Oakland, CA 94612 and for faculty to Director of Academic Affirmative Action, University of California Office of the President, 1111 Franklin Street, Oakland, CA 94607.

Website address: [atyourservice.ucop.edu](http://atyourservice.ucop.edu)







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