

Your Guide to Understanding Your Program

Information for Safe Harbor Participants

UNIVERSITY
OF
CALIFORNIA



Part-time, seasonal, temporary employees, and non-exempt student employees* participate in the Defined Contribution Plan (the “DC Plan”) as Safe Harbor† participants. You are automatically enrolled in the DC Plan as long as you are employed by the University of California in an eligible appointment. Safe Harbor participants contribute 7.5% of their wages, on a pretax basis, in lieu of contributing to Social Security. Your contributions begin on the first day of the eligible appointment.

Please read the information provided here about the DC Plan and the impact of participating in this valuable benefit on your current salary and future retirement benefits. Questions about eligibility for DC Plan participation should be directed to the person in your department, laboratory, or medical center who is responsible for handling benefits. You can also call Fidelity® Retirement Services toll-free at **1-866-682-7787**. Retirement Services Representatives are available Monday through Friday from 5 a.m. to 9 p.m. Pacific time. In addition, you can learn more about the DC Plan by reading the *Summary Plan Description*.

Frequently Asked Questions and Answers

WHY ARE SAFE HARBOR EMPLOYEES REQUIRED TO CONTRIBUTE TO THE DC PLAN?

Since 1992, to satisfy state and federal requirements, certain University of California employees who are not eligible to participate in the University’s primary retirement benefits program are considered “safe harbor” participants and contribute 7.5% of wages (pretax) to the University’s Defined Contribution Plan (DC Plan), in lieu of contributing to Social Security. The DC Plan is a qualified retirement plan under Section 401(a) of the Internal Revenue Code (IRC).

WHAT HAPPENS TO THE DC PLAN CONTRIBUTIONS DEDUCTED FROM MY PAY?

Your contributions to your DC Plan account are automatically invested in the UC Pathway Fund based on your date of birth and the year you turn 65. Please refer to the chart on the back or visit **myUCretirement.com** for more details. The UC Pathway Funds are part of the UC RSP Fund Menu selected and monitored by the UC Office of the Chief Investment Officer of the Regents. You may direct contributions to any of funds offered in the Fund Menu or other investment options. Refer to the following section, which provides instructions on how you can get more information.

HOW CAN I OBTAIN INFORMATION ABOUT MY DC PLAN ACCOUNT ACTIVITY?

If you have any questions concerning your DC Plan account, call Fidelity® Retirement Services toll-free at **1-866-682-7787**, Monday through Friday (excluding New York Stock Exchange holidays), 5 a.m. to 9 p.m. Pacific time, to speak with a Retirement Services Representative. Employees with a hearing or speech impairment can call **1-800-259-9743**. You can also get information about your DC Plan account by going to **myUCretirement.com**. Once there, click *NetBenefits* under My UC Accounts. You must establish a username and password with Fidelity Retirement Services.

WHEN CAN I RECEIVE MY DC PLAN MONEY?

The Internal Revenue Code permits participants to take a distribution from the DC Plan Pretax Account only when they are no longer working for UC in any capacity. This rule also applies to student employees who, because of a change in their course load, become exempt from plan participation but are still employed by UC in any wage-earning capacity. Also, if you leave UC employment and request a distribution, but are reemployed by UC before the distribution is paid, you may become ineligible to receive the distribution. You may take a full or partial distribution of your after-tax account (if any) at any time.

WHAT OPTIONS DO I HAVE FOR MY MONEY WHEN I LEAVE UC EMPLOYMENT?

If you leave UC employment, you may:

- Keep your money in the Plan if your balance is at least \$2,000;
- Arrange for a direct rollover of your money to a traditional or Roth IRA or another employer plan that accepts rollovers;
- Request a distribution to be paid directly to you;
- Receive periodic payments from the Plan; or
- Arrange to purchase an annuity through UC's group insurance contract.

Participants who leave UC employment and have a balance of less than \$2,000 in the Plan cannot leave their money in the Plan. Account balances of \$1,000 or less will automatically be distributed at the end of the quarter to participants who have not provided distribution directions. Balances greater than \$1,000 but less than \$2,000 will be rolled over into an IRA in the participant's name unless the participant provides distribution directions. A participant whose balance is defaulted to an IRA will be notified of the default and the name of the IRA custodian. *It is important that you maintain your address records to assure delivery of your distribution.*

Taxable distributions, paid directly to you, are generally taxed as ordinary income in the year they are issued and may be subject to early distribution penalties if they are taken before age 59½. For more information about the tax treatment and potential penalties of plan distributions, refer to the *DC Plan Summary Plan Description* on **myUCretirement.com** or call Fidelity Retirement Services at **1-866-682-7787**. Fidelity Retirement Services representatives are available Monday through Friday from 5 a.m. to 9 p.m. Pacific time.

WHAT HAPPENS TO MY DC PLAN ACCOUNT IF I DIE BEFORE I RECEIVE MY ENTIRE ACCOUNT BALANCE?

If you die, your DC Plan balance will be payable in a lump sum to your beneficiary. Alternatively, your beneficiary may elect to have his or her share of your account balance used to purchase an annuity. Your beneficiary may be a person, trustee, or organization. You may also name more than one beneficiary and specify the percentage of your accumulations that each beneficiary is to receive.

HOW DO I DESIGNATE A BENEFICIARY FOR MY DC PLAN ACCOUNT?

Participants in the University of California Defined Contribution Plan can designate beneficiaries using Fidelity Retirement Services' online service at **NetBenefits.com**. Once there, go to *Profile* and then *Beneficiaries*. Follow the simple instructions provided.

WHAT HAPPENS TO MY DC PLAN ACCOUNT IF I DON'T DESIGNATE A BENEFICIARY?

If you don't designate a beneficiary, or if your beneficiary dies before you do, your account will be paid to your survivors in the following order of succession:

- Surviving legal spouse or surviving eligible 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,
- Your estate.

WHAT OTHER OPPORTUNITIES DO I HAVE TO SAVE FOR RETIREMENT?

As an employee of the University of California, you can also participate in the other plans in the UC Retirement Savings Program: the Tax-Deferred 403(b), 457(b) Deferred Compensation, and DC Plan after-tax option. These plans are not available to students who normally work fewer than 20 hours per week. Additional information is available on **myUCretirement.com**. It is your responsibility to maintain your account information. For instance, updates to your address will assure that you receive communications regarding account balances and distributions. Contact Fidelity Retirement Services at **1-866-682-7787**, or online at **NetBenefits.com**.

ARE THERE ANY FEES CHARGED TO MY DC PLAN ACCOUNT?

Investment Management Fees

Funds that are included in the UC RSP fund menu charge an investment management fee (i.e., expense ratio), which is netted from the investment experience of the funds. There are no front-end or deferred sales loads or other marketing expenses charged by funds that are included in the UC RSP fund menu.

Administrative Fees

Effective June 1, 2017, a quarterly fee (currently \$8.75) will be deducted from your account balance for administrative services. The administrative services fee covers expenses for recordkeeping services for your account(s), communications, financial education, internal UC staff support for the Plan, and other non-investment services. If you have more than one Retirement Savings Program account (for example, a 403(b) Plan account and a DC Plan account), you will be charged only one administrative services fee per quarter.

The chart below lists the assigned fund the University of California Retirement Savings Program believes will best fit your diversification needs should you not select an investment option.

Fund Name	Fund Code	Retirement Date Range	DOB Range
UC Pathway Income Fund	OJNT	1901 – 2019	01/01/1901 – 12/31/1954
UC Pathway Fund 2020	OJNV	2020 – 2024	01/01/1955 – 12/31/1959
UC Pathway Fund 2025	OHMS	2025 – 2029	01/01/1960 – 12/31/1964
UC Pathway Fund 2030	OJNW	2030 – 2034	01/01/1965 – 12/31/1969
UC Pathway Fund 2035	OHMT	2035 – 2039	01/01/1970 – 12/31/1974
UC Pathway Fund 2040	OJNX	2040 – 2044	01/01/1975 – 12/31/1979
UC Pathway Fund 2045	OHMU	2045 – 2049	01/01/1980 – 12/31/1984
UC Pathway Fund 2050	OJNY	2050 – 2054	01/01/1985 – 12/31/1989
UC Pathway Fund 2055	OHMV	2055 – 2059	01/01/1990 – 12/31/1994
UC Pathway Fund 2060	OHMW	2060 – 2064	01/01/1995 – 12/31/1999
UC Pathway Fund 2065	ON18	2065 and later	01/01/2000 and later

Date of birth ranges selected by your Plan Sponsor.

The investment risk of each target date Pathway Fund, with the exception of the UC Pathway Income Fund, becomes more conservative over time as the fund approaches its target date. Ultimately, each UC Pathway Fund is expected to merge with the UC Pathway Income Fund once it reaches its target date. However, like all investments, the UC Pathway Funds involve risk. Assets held in the Pathway Funds are subject to the volatility of the financial markets, including equity and fixed income investments in the U.S. and abroad, and may be subject to risks associated with investing in high-yield, small-cap, and foreign securities. Principal invested is not guaranteed at any time, including at or after their target dates.

FOR MORE INFORMATION

Visit myUCretirement.com or call **1-866-682-7787**.

*Student employees who are enrolled and satisfy the campus required minimum course load are exempt from participation in the DC Plan.

† To satisfy state and federal requirements, certain University of California employees who are not otherwise covered by a retirement system contribute to the DC Plan in lieu of paying Social Security taxes. The DC Plan is qualified under section 401(a) of the Internal Revenue Code. The DC Plan provides retirement benefits based on participants' contributions, plus earnings. The Plan is part of the UC Retirement Savings Program, recordkept by Fidelity Retirement Services. Additional information on the Plan is provided in the Summary Plan Description available online through UCnet.universityofcalifornia.edu or myUCretirement.com.

This document provides only a summary of the main features of the University of California Defined Contribution Plan, and the Plan document will govern in the event of any discrepancy.

Neither the Regents of the University of California 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 contributions should not be construed in any respect as a judgment regarding the prudence or advisability of such investments or as tax advice.

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, 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. 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 asserts that it 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.