



A Plan Sponsor has the ability to outsource these responsibilities to an independent third party, **SAVING THEM TIME** and **REDUCING THEIR FIDUCIARY LIABILITY.**

WE CAN
HELP YOU

A delegated 3(16) Plan Administrator is an outsourced HR function that saves you time by relieving many of the day-to-day burdens associated with sponsoring a plan.

TRCO 3(16) FIDUCIARY SERVICES

ERISA Section 3(16) states the definition for “Plan Administrator” as responsible for the daily operation of the plan. A Plan Administrator under ERISA 3(16) is identified in the Plan Document and if the Plan Document is not specific, the Plan Sponsor is considered to be the 3(16) fiduciary.

SERVICES PROVIDED

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| ✓ Interpret Plan Document | ✓ Review suspension of deferrals for hardship withdrawals |
| ✓ Notify Plan Administrator of irregularities | ✓ Review and upload vesting to plan provider |
| ✓ Review Fidelity Bond | ✓ Facilitate the search for missing terminated participants (<i>as necessary</i>) |
| ✓ Administer loan policy | ✓ Coordinate mailing notices and disclosures to newly eligible employees |
| ✓ Approve corrective refunds | ✓ Coordinate mailing Blackout notices to participants (<i>as necessary</i>) |
| ✓ Approve hardship withdrawals | ✓ Coordinate mailing annual notices and disclosures to eligible employees |
| ✓ Approve in-service withdrawals | ✓ Sign and file Form 5500 |
| ✓ Approve loans | ✓ Sign and file Form 8955-SSA |
| ✓ Approve QDRO | ✓ Review Large Plan audit report |
| ✓ Approve RMD's | |
| ✓ Approve separation of service distributions | |
| ✓ Monitor loan defaults | |