

ELEVATE YOUR 401(k) PLAN EXPECTATIONS

Your Best Partner for Retirement Plan Success



A Unique Service Combination Seamlessly Delivered for 40+ Years

CecilCo 401(k) Managed Solutions is a well-established leader in providing customized solutions, passionately delivered and powered by a commitment to building a successful plan by creating better performance in critical areas of plan operation and design.

Retirement Plan Consulting & Design

Smart retirement plans hinge on **compliant designs** that make saving easier for employees and work easier for you. It should make your workforce happier, more focused and productive. Its a way to attract - and keep - the talent your success depends on.

ERISA Investment Fiduciaries

We are a dedicated plan advisor and **Accredited Investment Fiduciary Analyst (AIFA)**. We provide recordkeeper evaluation, investment fund selection and performance and cost monitoring with full documentation.

Compliance & Administration (TPA)

Offering ERISA guidance and Third Party Administration that goes well beyond basic compliance. We Provide a rare **Co-Fiduciary** approach that ensures compliance as well as a smooth and easy plan operation experience. **CEFEX Certified TPA.**

Participant Experience Management

Transforming the Participant Experience! Retirement Plan communications have reached a tipping point and we are embracing a new path. One that creates empowering participant experiences and successful investing outcomes.



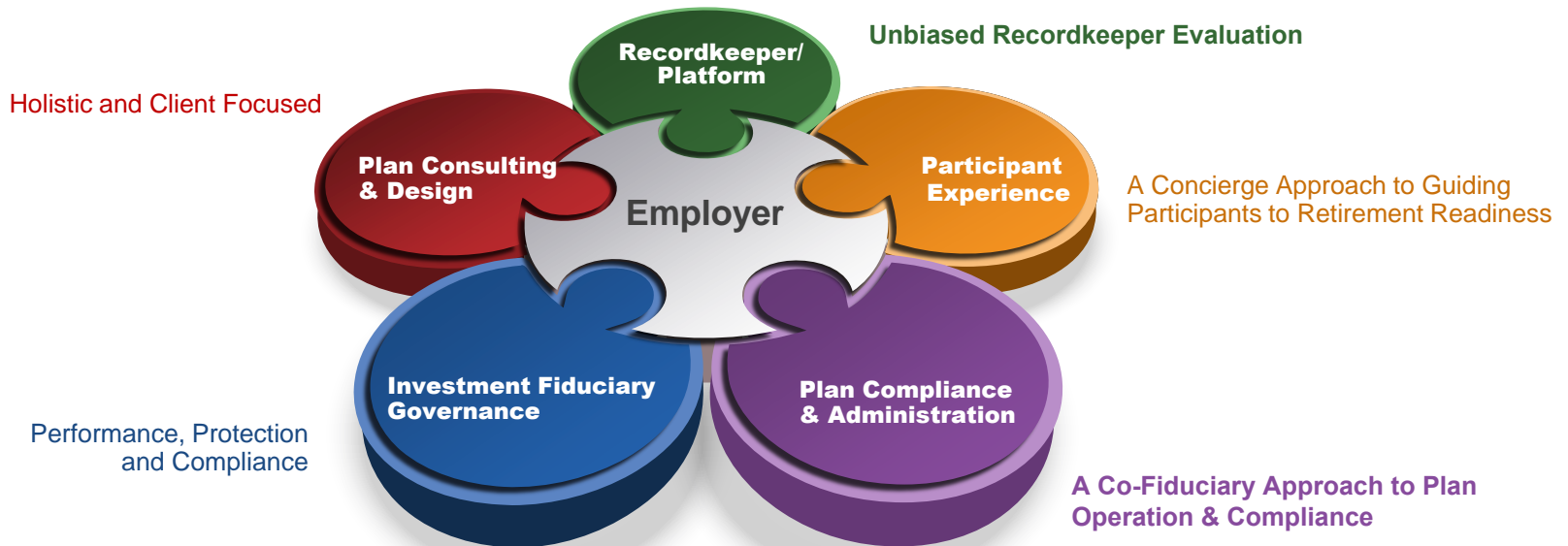
CecilCo 401k Managed Solutions

A Successful Retirement Plan

Better Outcomes for All Stakeholders - Fiduciaries, Employers and Participants



A Uniquely Integrated Solution



Retirement Plan Consulting Services

Holistic & Client Focused Optimization



Wisdom of a Well Designed Plan

Smart retirement plans hinge on making saving easier for employees- and making work easier for you. It should make your workforce happier, more focused and productive. Its a way to attract - and keep - the talent you success depends on.

Your plan should reflect the expectations of your workforce while taking into account all of the complexities of regulations. We offer game changing solutions unique to your company.

Independent & Comprehensive

CecilCo teams provide comprehensive plan design consulting solutions—401(k), 403(b), profit sharing, non-qualified—to help your organization ensure the financial well-being of your employees. And since we're not provider-aligned, you get guidance from consultants you know, and research and market insights that are customized to your goals.

Experienced & Strategic

Working with CecilCo Retirement Plan Consulting means taking advantage of almost **40 years** of insights and experience. We work closely with clients, using a strategy-first consultative process that surfaces issues and leads to real-world solutions.

Our Proactive Consulting Focus includes:

- Fiduciary Governance and Training
- Plan Design & Document Management
- Plan Participation & Operation Evaluation
- Regulatory Compliance and Correction Solutions Programs
- Merger & Acquisition Consulting



Reduce Risk, Build Confidence

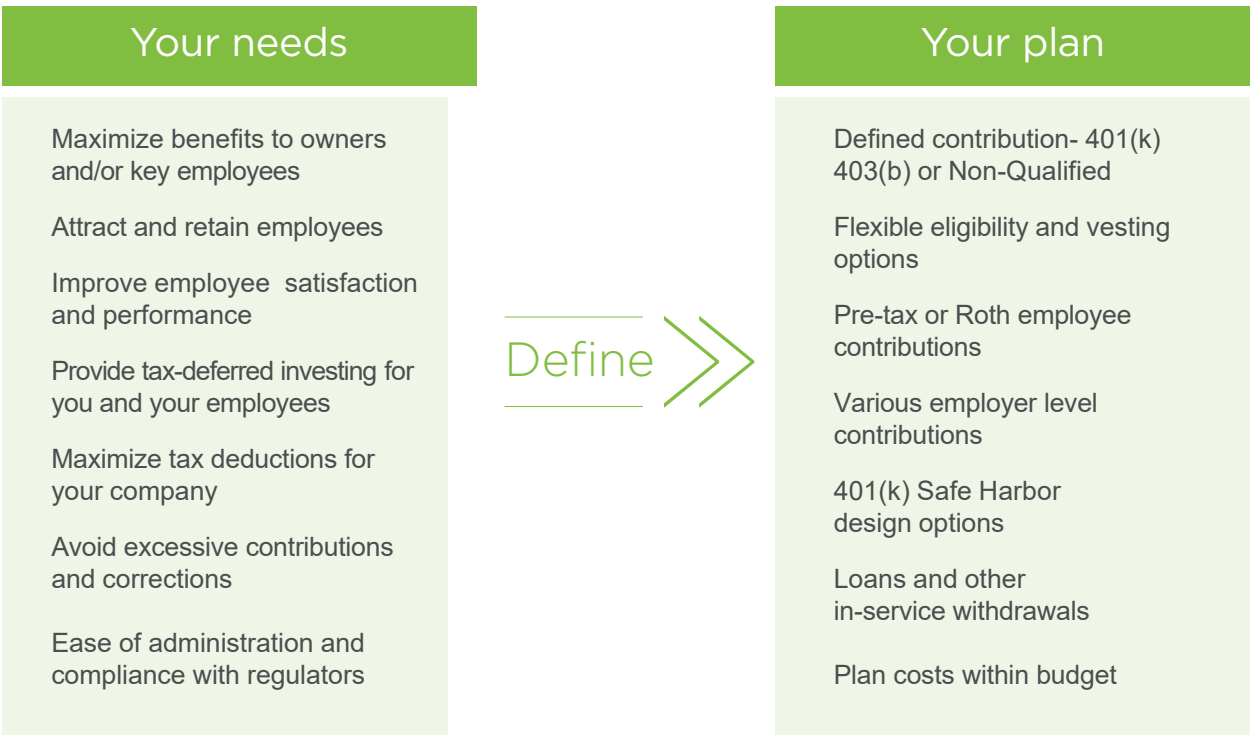
Learn how a well-planned fiduciary management process and a hands-on, consultative approach can mitigate your risk as a plan sponsor, prepare your workforce for retirement and improve confidence across your organization



Your company is unique.

Your plan design will be, too.

While every business should have a retirement plan, not every business should have the same plan. That's why we find out the goals of your plan, then build in the features that match your objectives.



The right plan design means benefits for you, your business and your employees.



401(k) Fiduciaries & Investment Advisors

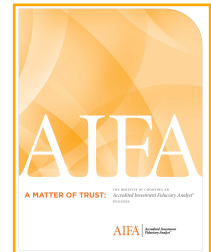
Performance & Protection Through Best Practices



Fiduciary Governance

Fiduciaries of employer-sponsored retirement plans hire a plan advisory or fiduciary services provider to meet their responsibilities under the Employee Retirement Income Security Act (ERISA) and to improve the probability that their employees' retirement investment goals will be achieved.

CecilCo is a dedicated Plan Advisor and **Accredited Investment Fiduciary Analyst (AIFA)**. We keep abreast of changes in the industry and in the regulatory environment and we interpret relevant developments for our clients.



Fund Selection & Monitoring

CecilCo acts as a Co-Fiduciary as defined by section 3(21) of ERISA.

We create a custom set of processes and prudent practices for our clients to achieve goals for their plan. These processes include a Fiduciary Governance Policy, Investment Selection & Monitoring Methodology and the prudent use of Department of Labor Fiduciary safe harbors.

Vendor Selection & Management

Selection of the right vendor relationships are also critical in building and maintaining the best plan. Avoiding investment platforms with limited fund lists or proprietary requirements are key in achieving superior plan level and participant performance.

Participant Experience Management

Partnering with our preferred recordkeeping platforms, we provide the resources to the workplace to help your participants enjoy the benefits of participating in your plan and further, to achieve Retirement Readiness through education and behavior change.





*Accredited Investment
Fiduciary Analyst®*

How Do You Know If You're Meeting Your Fiduciary Obligations?

ERISA SECTION 3(21) FIDUCIARY SERVICES

While best practices are available from all advisors, only those who have earned the AIFA® Designation are formally recognized by the Center for demonstrating a full understanding of how to implement these processes to help institutional clients fulfill their fiduciary obligations such as:

- Apply objective standards for evaluating and recommending appropriate investment solutions for participants including **"Do it for Me or Do it Myself"** options
- Monitor and report performance of your plan and its underlying investments on an ongoing basis and recommending changes, when necessary
- Serve as a resource for education and assistance to help you understand and fulfill your fiduciary obligations with greater confidence

In addition to providing fiduciary guidance and assistance, many AIFA® Designees also take on a co-fiduciary (ERISA 3(21)) role for selecting funds in a retirement plan or endowment. That removes the burden of day-to-day management of those investments from plan leadership.

ERISA 3(21) services include:

- ***Selection and monitoring of recordkeeper***
- ***Investment committee education on roles and responsibilities***
- ***Governance processes***
- ***Investment evaluation and selection processes***
- ***Benchmark Investment fees and service costs***
- ***Performance review protocols***
- ***Documentation of investment processes and decisions***
- ***Compliance with regulatory requirements***
- ***Conflict of interest policies***

Using that analysis, the Designee recommends actions for redressing risk areas. In addition, an AIFA® Designee can use the formal assessment process to prepare an organization for CEFEX Certification.

To maintain the designation, all AIFA® Designees must complete continuing education training to keep up to date with changes in the industry and the ongoing evolution of legal requirements under the fiduciary standard. They also must recognize and formally affirm the principles and obligations stated in the Designee Code of Ethics, which govern their professional and ethical conduct.

CEFEX CERTIFICATION: THE FIDUCIARY 'SEAL OF APPROVAL'

CEFEX is an independent global assessment and certification organization that is dedicated to helping investment stewards and investment companies apply the highest standards of fiduciary excellence in their investment management, governance, and operational processes. Many retirement plans, endowments, foundations, benefit plan administrators, trust companies, and investment advisors and managers engage AIFA® Designees to help them earn CEFEX Certification, a formal, independent recognition demonstrating trustworthiness to plan participants, donors, and the general public.

To learn more about CEFEX, visit www.cefex.org.

Fiduciary Governance

Protection through Process

The best way to meet your Fiduciary Compliance responsibilities is to follow a process of “Best Practices”.

Acting as an **ERISA 3(21)** fiduciary, **CecilCo** provides professional fiduciary guidance to hundreds of employers, mostly based in the Dallas-Ft. Worth area.

Investing Solution Selection	Determining which investment solutions are best suited for participants to reach their retirement goals while utilizing fiduciary safe harbors (i.e. “Do it myself vs. Do it for me”)
Investment Policy Statement	Formalizing selection solutions and monitoring criterion including preference for share class and active/passive in an Investment Policy Statement for trustee approval
Manager & Fund Selection	Using both Qualitative and Quantitative Analysis, determine appropriate managers and funds that are likely to perform better than peer groups <u>at a low cost</u>
Fee Evaluation & Benchmarking	Determine the most efficient & fair plan financing method while utilizing institutional share classes where available and comparing total cost to appropriate benchmarks
Documenting Process	Maintaining at least annual meeting reports and notes indicating fund status documentation and action as well as participant notices

In addition to years of specializing in fiduciary compliance, all **CecilCo** consultants are a **ACCREDITED INVESTMENT FIDUCIARY ANALYST (AIFA®)** as designated by the through the Center for Fiduciary Studies, University of Pittsburgh - Joseph M. Katz Graduate School of Business.

RecordKeeper Selection Process

**Company Operations &
Investment Offerings**

Participant Services

**Administration &
Technology**

Strength & Flexibility

Retirement Readiness

Security & Service

Financial
Ratings

Name Recognition

Open Fund System
No Proprietary
Mandates

Institutional Share Classes
Transparent Pricing

Strong Website
Tools & Calculators

Education Resources &
Call Center Support

Financial Wellness
Outreach Programs

Participant Notice
Fulfillment

Robust Data Security

Plan Sponsor Website
& Fiduciary Support

Real-time TPA
Connection

Trustee & Custodial
Services

Beyond Plan Enrollment or Education

Financial Wellness Programs Have Impact



While the history of participant education was to focus on **Plan Enrollment and Investing**, employers are now trying to relieve their employees' stress and improve productivity, by providing them with access to **Financial Wellness Tools**.

While still providing **traditional workplace plan enrollment** efforts including:

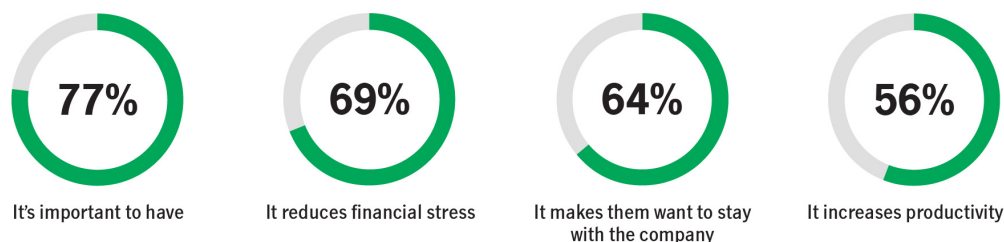
- Enrollment Booklets
- Investment Descriptions
- On Site Meetings Focusing on Saving, Tax Deferral and Retirement

Financial Wellness Programs provide regular and sometimes segmented content and services:

- Emailed content regarding topics such as Debt Management, Student Loans, Social Security and Health Care in Retirement
- Links to Retirement Readiness Tools and Webinars on various financial topics
- Reminders regarding important choices such as Beneficiary Designations and Data Security
- Access to Comprehensive Financial Planning either virtually or from a live professional

The workforce benefits from a well constructed and delivered Financial Wellness Program

Workers with a financial wellness program at work say:



While almost all organizations are trying to provide some amount of financial education to their participants through traditional means, a recent survey reported that these efforts fell short of objectives.

CecilCo Worksite Retirement Plan Education

Participant Engagement Cycle

Transitioning

Call center assisting separating participants with rollovers and other life event transactions

Advice & Management

Helping participants choose proper investment allocations for their risk tolerance and goals



Engagement

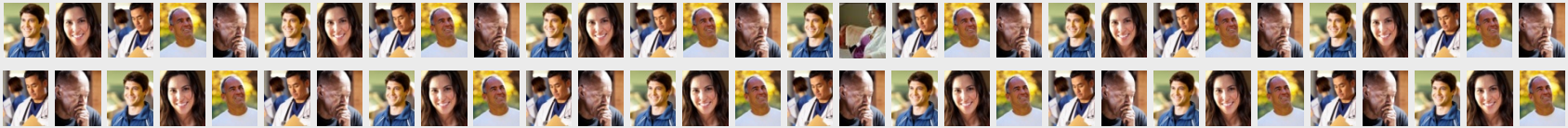
Development and providing of printed and digital enrollment materials & support

Education

Promote Financial Wellness through worksite workshops and seminars plus regularly target email content

Our On-site Workshops allow for Personal Advice with a Financial Professional

Segmentation Helps Us Better Understand the Needs of Your Employees



\$ Stretchers

Maximize savings opportunities, and get to solid financial ground

10%



Life Builders

Support “life-building” needs, and begin to think about long-term planning

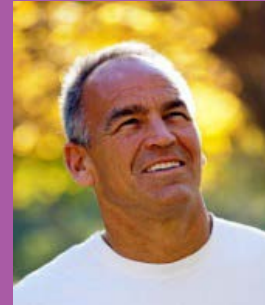
27%



Accumulators

Help address the increasingly more complex situations faced

31%



Transitioners

Shift from accumulation focus to a distribution plan

23%



Established

Help manage total financial services needs in retirement


7%

Data as of December 31, 2021; percentages based on employer surveys and institutional data..

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Sample Segmented CecilCo Emails

\$ Stretchers



Retirement Plan Advisors
Consultants & Administrators
A Unique Service Combination Seamlessly Delivered for Over 40 Years

Budget Check Up: Tax Time Is the Right Time




Tax preparation may be the perfect time to give the household budget a check-up.

[Learn More](#)

Consulting Services
consultingservices@cecilco.com
972.239.4059

CecilCo 401(k) Managed Solutions
Accredited Fiduciary Services
<http://www.cecilco.com/>




Securities offered through Registered Representatives of Prospera Financial Services, Member [FINRA/SIPC](#).

To view the [Firm's CRS](#)

Investment Advisory Services offered through Investment Advisor Representatives of Prospera Financial Services. CecilCo 401(k) Managed Solutions is an independent corporation and is not affiliated with Prospera Financial Services.

Prospectuses available upon request. Call Participant Services at CecilCo to make a request. Prospectuses include investment objectives, risk and expenses of the fund(s) as well as additional important information all of which should be carefully considered before investing.


General Audiences



Retirement Plan Advisors
Consultants & Administrators
A Unique Service Combination Seamlessly Delivered for Over 40 Years

Hi (Firstname),

Password Protection Strategies




Simple steps may help you foil hackers and protect your privacy.

[Learn More](#)

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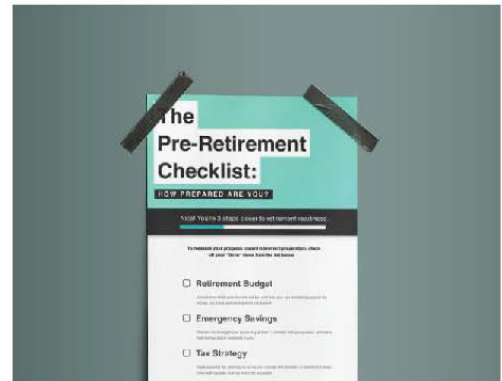
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Transitioners



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Consultants & Administrators
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The Pre-Retirement Checklist




This checklist can give you a quick snapshot of how prepared you are.

[Learn More](#)

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ERISA Compliance & Administration

ERISA Guidance & Co-Fiduciary Approach



Well Beyond Basic Compliance

Offering ERISA guidance and Third Party Administration that goes well beyond basic compliance. We Provide a rare "Co-Fiduciary" approach that ensures compliance as well as a smooth and easy plan operation experience.

At CecilCo, we do it all—routine compliance work, as well as special projects necessitated by unusual circumstances. We take into account that there are numerous allowable methods to meet regulatory requirements. We automatically consider variations to ensure the best possible results to assure the best outcomes for all stakeholders- participants, fiduciaries and the employer.



Plan Document Management

Once a plan is designed, it must be converted to written Plan and Trust documents that meet the requirements of government regulations. While it is important that the initial design of a plan meets its objectives, it is also critical to continually monitor the plan to ensure it is keeping pace with the changing needs of the company and its employees.

Complete Government Testing & Reporting

CecilCo places a high priority on recordkeeping, testing and consulting services for all client plans. These services include monitoring of transactions and all tests required to maintain a plan's qualified status. We also provide extensive guidance with legislative, non-routine compliance and audit issues.

CecilCo ERISA 3(16) Administrator Support

We provide limited 3(16) fiduciary services that allows employers to save time and focus on their core businesses. Plan operation and interpretation, confirming contribution submission, distribution of enrollment & notice materials as well as the administration and approval of loans, hardships and distributions are part of the 3(16) requirement of ERISA. With our limited 3(16) services, you will outsource these duties to us.



Limited 3(16) Fiduciary Service Checklist

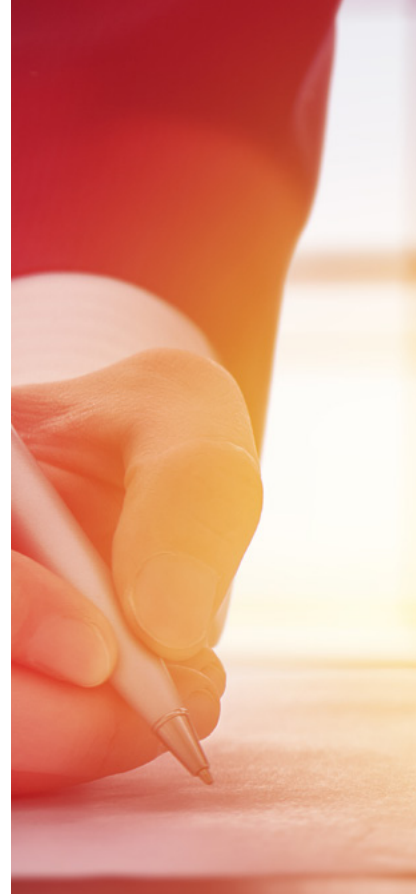


More Time. Less Liability.

Retirement plans come with numerous administrative tasks and tedious details not normally done by your TPA, not to mention fiduciary liability. We take on some of your retirement responsibilities and liability.

3(16) Plan Administrator Responsibilities - Who Acts as a Fiduciary?	TPA Only	3(16)
Plan Operational Duties (not a complete list)		
Interpret plan document provisions and apply to agreed upon plan operations		✓
Provide assistance to participants in (English & Spanish) on plan transactions and plan-related questions		✓
Respond to and act accordingly on recordkeeper notifications		✓
Prepare, review, approve, and assure timely delivery of the plan's ERISA-required notices and disclosures		✓
Scheduled review of deposits made for compliance with DOL timing requirements, advise plan sponsor of untimely remittances, and recommend steps for corrective action		✓
Receive, review, approve, and retain loan requests		✓
Communicate to plan sponsor the initiation of loan repayment payroll deductions		✓
Monitor delinquent loans, cure period, deemed distribution requirements, and authorize taxation		✓
Receive, review, approve, and retain distribution requests		✓
Review for required minimum distributions, and perform approval and processing		✓
Receive, review, retain, and determine the qualified status of domestic relations orders (QDRO)		✓
Receive, review, approve, and retain hardship distribution requests		✓
Manage death claims, missing participants and residual distributions		✓
Review, retain, and verify timely submission of filings, e.g., Form 5500 Annual Report with applicable Schedules, Form 5558 extension, Form 5330, and Form 8955-SSA		✓
Audit Support - recordkeeper and other service provider data management	Limited	✓
Payroll and HR Data Integrity Audit		
Audit payroll data each pay period for errors in Census data, contributions, loan processing, etc.		✓
Send corrections of payroll data errors to appropriate service providers		✓
Provide quarterly report documenting our actions in the plan		✓
Manage failure to enroll participants and calculate corrective contributions required		✓
Mergers and Acquisitions		

Various issues such as stock purchase versus asset, protected benefits, loan transfers and various documentation



Third Party Administrators (TPAs)

THE VERY BEST TPA FIRMS UNDERSTAND THE IMPORTANCE OF OPERATING AT THE HIGHEST STANDARD. PLAN ADMINISTRATION REQUIRES DEDICATION TO DETAILS, ACCURACY, AND CLIENT SATISFACTION. CEFEX® certified TPA firms are annually audited to the Standard of Practice for Retirement Plan Service Providers. CEFEX is the highest recognition of excellence in the financial services profession.



ARE YOU ARE A RETIREMENT PLAN FIDUCIARY?

A plan fiduciary is a person who is responsible for overseeing the company's retirement plan. That person could be formally designated by the plan as a "named fiduciary" or is considered one based on the activities they perform.

THE PLAN FIDUCIARY'S RESPONSIBILITIES INCLUDE...

Under the Employee Retirement Income Security Act of 1974 or ERISA (the law that governs private workplace retirement plans), a plan fiduciary's legal responsibilities include:

- Acting solely in the interest of plan participants and beneficiaries, with the exclusive purpose of providing benefits to them;
- Carrying out duties with skill, prudence and diligence;
- Following the plan documents (unless inconsistent with ERISA);
- Diversifying plan investments;
- Paying only reasonable expenses of administering the plan and investing its assets; and
- Avoiding conflicts of interest.

Fiduciaries must act prudently and in the best interest of the participants and beneficiaries which includes the selection and monitoring of the plan's service providers.

Thankfully, by hiring a CEFEX certified TPA, retirement plan fiduciaries can rest assured that the TPA has already gone through a rigorous assessment, thus helping to fulfill their due diligence obligations.

HOW CAN THE CEFEX CERTIFICATION **HELP PLAN FIDUCIARIES** SATISFY THEIR DUE DILIGENCE OBLIGATIONS?

WHO IS **CEFEX**?

CEFEX CERTIFIED TPAs...

- Adhere to ethical sales practices
- Devote sufficient resources to protecting your plan's Personal and Identifiable Information
- Disclose fees and services accurately and clearly
- Provide support for DOL and IRS audits
- Have a documented disaster plan that is annually tested for accurate data recovery
- Follow a consistent plan governance process
- Employ experienced staff to support technical retirement plan compliance questions
- Require staff to attend and pass Continuing Education courses
- Maintain sufficient errors & omissions insurance coverage
- Have a documented succession plan in place
- Ensure accuracy and compliance for your company's retirement plan.



Founded in 2006, CEFEX, the Centre for Fiduciary Excellence, LLC, is an independent global certification organization. CEFEX works closely with qualified experts to provide comprehensive assessment programs that strive to improve the practices of investment stewards, advisors, recordkeepers, Third Party Administrators, and managers.

WHY SHOULD YOU **PARTNER** WITH A CEFEX CERTIFIED TPA?

CEFEX certified TPAs have voluntarily subjected their organizations to annual audits by an independent expert. They demonstrate transparency, integrity and adherence to the highest professional standards. They are capable of consistently achieving objectives and implementation procedures. Their documented processes provide assurance to fiduciaries that the industry's best practices are being followed.

WHEN YOU PARTNER WITH A CEFEX CERTIFIED TPA FIRM, YOU ARE SELECTING AN EXPERT TO PROVIDE ADMINISTRATION SERVICES FOR YOUR PLAN, THEREBY REDUCING YOUR LIABILITY AND FULFILLING YOUR DUE DILIGENCE OBLIGATIONS.



For questions and additional information, please contact us directly and we will be happy to support.

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www.CEFEX.org

Robert Cecil, AIF®, AIFA®



*Accredited Investment
Fiduciary Analyst™*



Robert Cecil, president & chief fiduciary consultant of CecilCo 401(k) Managed Solutions, a full service 401(k) consulting and administrative firm he founded in 1980.

After a successful relationship with a major insurance company as a pension plan specialist, he saw an opportunity to provide a more “high touch” and “outsourcing” service model to companies that found the new technical requirements of the then newly passed ERISA legislation intimidating.

As 401(k) plans became popular, Robert was on the leading edge in building a “participant centered” approach to plan service platform design as well as recognizing the future emergence of fiduciary responsibility that was to become a major compliance focus of all 401(k) plans today.

Robert is the company’s chief fiduciary consultant responsible for designing and maintaining our “best practices” approach to plan design, fiduciary compliance, and investment vendor and fund selection for our clients. He is an **Accredited Investment Fiduciary(AIF®)** and an **Accredited Investment Fiduciary Analyst (AIFA®)** through the Center for Fiduciary Studies, University of Pittsburgh - Joseph M. Katz Graduate School of Business as well as registered representative, and registered investment advisor.

“There has been a tremendous focus on plan level investment cost lately, while always important, has over shadowed overall performance or success as a plan. Fiduciary exposure, investment growth, participation level, suitable investment allocations and ease of plan administration are measurable areas where better performance is more valuable than the lowest cost to all stakeholders”

Robert is often a featured speaker on a variety of retirement and fiduciary subjects for employers, human resource professionals, accounting professionals and employees groups. He was recently nominated as one of the 300 Most Influential Advisors in the country by **The 401(k) Wire**. He also was recently selected as a **delegate to represent the 401(k) industry with congressional leaders on capitol hill** on matters of tax reform, fiduciary governance and the future of retirement plans.



Stacey L. Tucker, AIF®, AIFA®



*Accredited Investment
Fiduciary Analyst™*



Stacey Tucker is the managing partner of CecilCo 401(k) Managed Solutions. Joining the company in 1986 she has been instrumental in helping design and guide our firm initiatives including all major service models. She is an **Accredited Investment Fiduciary Analyst (AIFA®)** through the Center for Fiduciary Studies, University of Pittsburgh - Joseph M. Katz Graduate School of Business as well as a licensed registered representative and Investment Advisor representative with Prospera Financial Services, Inc.

Stacey's leadership has resulted in the company being recognized as an especially effective outsourcing solution to the otherwise burdening administrative processes often associated with plan sponsorship, Stacey plays an especially important role in helping CecilCo develop criteria to make sure each plan runs smoothly and all our client's needs are met. Stacey focuses on multiple disciplines such as consulting with clients to navigate and understand their fiduciary responsibilities as well as orchestrating the "participant experience" for our clients' employees and developing our "hand holding" approach to plan compliance.

She was especially involved with CecilCo receiving the **CEFEX Certification**, the highest recognition of excellence in the financial services profession.

"401(k)'s are about helping participants prepare for their financial future...our job is to make that as effective and painless as possible while minimizing the hassle of plan administration for their employers"

Stacey is often a featured speaker on a variety of retirement and fiduciary subjects for employers, human resource professionals, accounting professionals and employees groups. She also was recently selected as a delegate to represent the 401(k) industry with congressional leaders on capitol hill on matters of tax reform, fiduciary governance and the future of retirement plans.



Some of CecilCo Clients





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