



## IMPORTANT PLAN INFORMATION



# Build a **SOLID RETIREMENT** plan

**INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 4 ANNUITY AND SAVINGS PLAN**

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Gina M. Alongi

The Board of Trustees of the International Union of Operating Engineers Local 4 Annuity and Savings Plan (“the Plan”) is providing you with this communication because you are an eligible Participant in the Plan.

**THIS COMMUNICATION INCLUDES:**

- **2018 Qualified Default Investment Alternative (QDIA) Notice** – This notice is required by the Internal Revenue Service and outlines your rights in regards to the investment options offered within the Plan.
- **Participant Quarterly Fee** – Beginning with the first quarter of 2018, the quarterly \$20 participant fee will be deducted from your account in the first week after the close of that quarter.
- **Updated Limits on 401(k) Contributions** – The 2018 annual limit for contributions made to the 401(k) Plan have increased from \$18,000 to \$18,500. In addition, Participants who will be age 50 or older in 2018 may also make “catch-up contributions.” The maximum catch-up contribution permitted is \$6,000, and is in addition to the annual contribution limit of \$18,500.

**GET ANSWERS. HELP IS JUST A CLICK OR CALL AWAY.  
[www.retiresmart.com](http://www.retiresmart.com)**

The Participant website for the International Union of Operating Engineers Local 4 Annuity and Savings Plan.

**1-800-743-5274**

The automated phone line where you can access account information anytime.

MassMutual customer service representatives are available via the automated phone line on any business day during the hours of 8 a.m. to 8 p.m. ET to answer your questions and guide you through transactions.

# Qualified Default Investment Alternative (QDIA) Notice for plan year beginning January 1, 2018

## International Union of Operating Engineers Local 4 Annuity and Savings Plan

If you are an eligible Participant in the International Union of Operating Engineers Local 4 Annuity and Savings Plan (the “Plan”), you have the right to direct your Plan investments. The amounts contributed to the Plan on your behalf and your contributions under the Plan will be invested in accordance with the Plan’s investment procedures. Any earnings on the investment of amounts contributed on your behalf and on your contributions under the Plan will be allocated to your Plan account.

If you have made an investment election with respect to your own account, the following information may not apply to you.

**Right to direct investment.** This notice advises you that as a Participant (including a Beneficiary of a deceased Participant) in the Plan, you have the right to direct the investment of all of your Plan account assets.

**Default investment.** You may invest your accounts specified above (your “directed accounts”) in any of the investment choices offered in the Plan. If you do not make an election as to how the Plan should invest any of your future directed accounts (e.g. rollover, employee or employer contribution) by returning the election form to the Fund Administrator, by electronically making your election via logging on to the participant website at [www.retiresmart.com](http://www.retiresmart.com) or by calling **1-800-743-5274**, the Plan Trustees will invest your future directed accounts in the “default” investment that the Plan officials have selected. The default investment is the *Manning & Napier Target Series* as follows:

Manning & Napier Target Income Series Fund
Manning & Napier Target 2020 Series Fund
Manning & Napier Target 2030 Series Fund
Manning & Napier Target 2040 Series Fund
Manning & Napier Target 2050 Series Fund
Manning & Napier Target 2060 Series Fund

**Target Date (lifecycle) investment options.** Generally, target retirement date (lifecycle) investment options are designed to be held beyond the presumed retirement date to offer a continuing investment option for the investor in retirement. The year in the investment option name refers to the approximate year an investor in the option would plan to retire and likely would stop making new contributions to the investment option. However, investors may choose a date other than their presumed retirement date to be more conservative or aggressive depending on their own risk tolerance. Target retirement date (lifecycle) investment options are designed for participants who plan to withdraw the value of their accounts gradually after retirement. Each of these options follows its own asset allocation path (“glide path”) to progressively reduce its equity exposure and become more conservative over time. Options may not reach their most conservative allocation until after their target date. Others may reach their most conservative allocation in their target date year. Investors should consider their own personal risk tolerance, circumstances and financial situation. Investments in these options are not guaranteed and you may experience losses, including losses near, at, or after the target date. Additionally, there is no guarantee that the options will provide adequate income at and through retirement.

**Description of default investment.** The description of the default investment options including investment strategy, risk and return characteristics, and fees and expenses are shown on the attached Investment Profiles.

**Right to alternative investment.** Even if the Plan Trustees invest some or all of your directed accounts in the default investment, you have the continuing right to direct the investment of your directed accounts in one or more of the other investment choices available to you under the Plan. You may change your investments daily. You are entitled to invest in any of the alternative investment choices without incurring a financial penalty.

**Additional information.** Please refer to the Summary Plan Description (SPD) and any Summary of Material Modifications for additional information regarding the Plan contributions, withdrawal restrictions, and other Plan features. You also may contact the Fund Administrator for more information at the following address:

International Union of Operating Engineers  
Local 4 Annuity and Savings Plan  
16 Trotter Drive  
P.O. Box 680  
Medway, MA 02053  
(508) 533-1400  
Gina M. Alongi, Administrator

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**To learn more about the available investments under the Plan, you may contact the Benefit Funds Office at 508-533-1400, ext. 141, log on to the participant website at [www.retiresmart.com](http://www.retiresmart.com), or call 1-800-743-5274.**

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# Safe Harbor Employer Contribution Notice (2018 Plan Year)

## International Union of Operating Engineers Local 4 Annuity and Savings Plan

You are receiving this Notice because the International Union of Operating Engineers Local 4 Annuity and Savings Plan (“the Plan”), is a Safe Harbor Plan. A Safe Harbor Plan is a plan in which the employer makes certain mandatory contributions on your behalf. This is the case with the Plan.

If you are an eligible Participant in the Plan, you may also make contributions (called “Income Deferral Contributions” or “401(k) Contributions”) directly from your paycheck into the Plan. The ability to make 401(k) Contributions provides you with an easy method to save for retirement on a tax-deferred basis. If you make such 401(k) Contributions to the Plan, you generally will not be taxed on those 401(k) Contributions or on any earnings on those contributions until you withdraw those amounts from the Plan.

You are eligible to make 401(k) Contributions on your date of hire as outlined in your Summary Plan Description (SPD). If you do not have a copy of the SPD, have any questions regarding the procedures for making or changing your Income Deferral Contributions, or have questions regarding any other matters regarding the Plan, please refer to the contact information provided at the end of this notice.

### Safe Harbor Employer Contribution

As a Participant in the Plan you will receive an Annuity Plan Contribution under the Plan if you worked in covered employment.

**Safe Harbor Employer Contribution.** The “Safe Harbor Employer Contribution” or “Annuity Plan Contribution” is the amount a Contributing Employer makes to the Plan on your behalf. Employers make contributions on your behalf regardless of whether you make any 401(k) Contributions to the Plan.

**Amount of Safe Harbor Employer Contribution.** The Annuity Plan Contribution under the Master Agreement for 2018 is \$3.25 per hour, and these contributions will be made whether or not you choose to make 401(k) Contributions to the Plan.

**Eligibility for Safe Harbor Employer Contribution.** As a Participant in the Plan, you are eligible for the Annuity Plan Contribution. You will not be required to work a certain number of hours or be employed on the last day of the year to receive the Annuity Plan Contributions.



**Vesting of contributions.** You are always 100% vested in the Employer Annuity Plan Contributions and the 401(k) Contributions you make to the Plan. This means that you have an immediate ownership right to such contributions and you will not lose that right if you should terminate your employment. However, there are restrictions on your ability to withdraw these amounts from the Plan while you are still employed.

**Withdrawal restrictions.** Amounts attributable to the Annuity Plan Contribution or 401(k) Contributions made to the Plan can be withdrawn upon your disability, termination of employment, or death. You may withdraw these amounts even if you are still employed if you have attained age 70-1/2. You may be able to withdraw your 401(k) Contributions if you suffer a financial hardship, but your Safe Harbor Employer Contributions and any earnings on those contributions are not available for hardship withdrawal.

## 401(k) Elective Contribution

This notice also provides important information regarding the following:

- your right to make 401(k) Contributions under the Plan;
- when you can change your 401(k) Contribution election; and
- other valuable information about your retirement benefits under the Plan.

For a full discussion of your benefits under the Plan, please review your Summary Plan Description (SPD).

**Procedures for making or changing 401(k) Contributions under the Plan.** In order to make 401(k) Contributions under the Plan, you must complete a 401(k) Election Form (“Form”) designating how much you wish to defer into the Plan. Any amounts you designate will be withheld from your paycheck beginning the first of the month after both you and your Employer have executed the Form, provided you are still employed on that date by the Employer who executed the Form. The amount you designate on the Form will be deposited in your name to your 401(k) account each pay period. Your election will be effective until you change or revoke it as described below, or you cease working for any Employer who contributes to the Plan.

Once you elect to make the 401(k) Contributions designated in your Form, you must do so for a period of at least 90 days (unless you stop working for your employer). After that time, you may, if you wish, stop making 401(k) Contributions by revoking your election. If you revoke your election, you must wait another 90-day period before entering into a new election regarding 401(k) Contributions. If you have any questions about the process for making or changing 401(k) Contributions, you should contact your Fund Administrator.

**Limits on 401(k) Contributions.** You may not contribute more than the maximum annual dollar amount allowed by law. For 2018, this annual dollar limit is \$18,500. In addition, Participants who will be age 50 or older in 2018 may also make “catch-up contributions.” The maximum catch-up contribution permitted in 2018 is \$6,000, and is in addition to the Income Deferral Contribution limit of \$18,500.

**Taxation of Income Deferrals.** The amount that you defer into the Plan reduces your taxable income, meaning you do not pay any taxes on those amounts until you withdraw your 401(k) Contributions from the Plan. Any gains or earnings made from the investment of these contributions within the Plan are also not taxed until they are withdrawn from the Plan.

**Additional information.** Please refer to the SPD for additional information regarding Plan contributions, withdrawal restrictions, and other Plan features. You also may contact the Board of Trustees or the Fund Administrator for more information. The Plan name, address, and telephone number are as follows:

**International Union of Operating Engineers**  
**Local 4 Annuity and Savings Plan**  
16 Trotter Drive  
P.O. Box 680  
Medway, MA 02053  
508-533-1400  
Gina M. Alongi, Administrator

If there is any discrepancy between the information provided in this notice and the terms of the Plan Document, the Plan Document will control. Please refer to the SPD for additional information on Plan features.

# Notes:

A series of horizontal dotted lines for taking notes.

