



Retirement Plan Management

*Training to improve fiduciary skills
for plan committee members*

Produced by the Roland|Criss Stewardship Development Center



Knowledge

The skills required to serve in the capacity of responsibility for a retirement or pension plan are not intuitive, they are acquired.

The U.S. Department of Labor ("DOL") has called for increased training for people who occupy the primary position of trust for enterprise-sponsored retirement and pension plans. Such people are called "fiduciaries."

While a good heart is a desirable trait in fiduciaries, the DOL stresses the vital role that knowledge plays for executives and managers who typically lack academic or formal education in the prudence principles that dictate fiduciary conduct under the Employee Retirement Income Security Act ("ERISA").

Quoting the DOL, "There is no such thing as a prudent klutz!"

Benefits of this Training Program



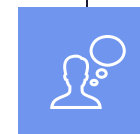
Sets a solid foundation for doing the right things the right way



Clarifies the murky conduct principles in ERISA and how the courts apply them in breach of fiduciary duty cases



Introduces a measuring stick to track ongoing improvements in a retirement plan's management



Identifies the most sensitive fiduciary issues and how to handle them



Defines guidelines for monitoring third-party service providers, including cybersecurity issues

Program Contents

The Excellent Fiduciary training program contains five courses.



Principles

Describes the concept of the fiduciary and introduces ERISA's four practice disciplines.*



Governance

Learn about the forces driving changes in plan oversight and how they impact plan policies.



Administration

This course identifies the areas of greatest sensitivity and offers ways to avoid pitfalls.



Investments

A widespread myth about investment oversight is debunked by what the DOL actually expects.



Controls

The content in this course will help you maintain a "prudent process."

Providing Direction & Defining Priorities

Participants in this training program will examine a set of standardized steps for fiduciaries that were developed by an industry task force. They will receive guidelines on how to adopt the steps into actual practice.

*The Principles course concludes with a certificate of completion that evidences time spent in formal training.

Course Contents

The units in each course address topics relevant to the skills needed to perform the fiduciary role well.



Principles



Governance



Administration



Investments



Controls

Stewardship Principles	Cyber Essentials for HR Leaders & CFOs	Payroll Best Practices	Best Practices for Investment Fiduciaries	Internal Controls
The Four Disciplines of Fiduciary Duty		Eligibility and Enrollment	Demystifying Investment Services	
Managing Risk and Ensuring Excellence				

The courseware may be viewed in one setting or stopped and restarted to accommodate schedules.

Building Competency



What You Will Learn

This program covers all ERISA defined contribution and defined benefit plans and thoroughly presents the fundamentals of fiduciary duty under ERISA. You'll hear about the common gaps in plan management systems, how to avoid a DOL fine, how an ERISA prudent process looks, and how to ensure your plan has one.



Who Should Attend

- Members of boards of directors
- Chief financial officers
- Members of employee benefits and investment committees
- Human resource executives and managers
- Anyone who performs fiduciary-related activities for an organization's ERISA-qualified plan



Registration Fees

This course is available online to individuals for \$375, payable at the registration time. (Special rates are available on the online registration page for more than two people from the same organization.)

The course is conveniently self-paced, which means it can be viewed, stopped, and restarted at your convenience. The registration fee is tax-deductible (see Treas. Reg. 1.162-5). Please note: Registration fees are subject to change without notice. Registration for the online version of this program is nonrefundable.

Register at rolandcriss.com/Register-For-Training or call (800) 440-3457.

Questions? Contact admin@rolandcriss.com