

# **CATHOLIC ARCHDIOCESE EMPLOYEES**

## **RETIREMENT PLAN**

### **SUMMARY OF MATERIAL MODIFICATION**

**EIN: 61-0447247**

**PIN: 001**

**TO: All Participants, Beneficiaries and Alternate Payees under the Catholic Archdiocese Employees Retirement Plan (the “Plan”).**

This notice, called a “Summary of Material Modification,” advises you of a change in the information presented in your Summary Plan Description (sometimes called an “SPD”) with respect to the Plan. Please do three things. (1) Read the notice, and, if you have any questions, contact the Plan Administrator. (2) Keep this notice with your Summary Plan Description. (3) Mark the section of your Summary Plan Description that has been changed, so that when you look at that section of your Summary Plan Description, you will be reminded that the change described in this notice has occurred.

### **SUMMARY OF MATERIAL MODIFICATIONS**

The Employer adopted changes to the above-named Plan effective January 1, 2024, in accordance with changes in the law and which require the following changes in your SPD showing an issue date of January 1, 2018.

A new section is added to the SPD as follows:

#### **SECTION VIII**

#### **LONG-TERM PART-TIME EMPLOYEES**

#### **HOW IS A LONG-TERM PART-TIME EMPLOYEE DEFINED?**

A long-term part-time employee is an employee who completes at least 500 Hours of Service during a Plan Year for the three consecutive plan year periods of 2021, 2022, and 2023. Commencing in 2024, a long-term part-time employee is one who completes at least 500 Hours of Service during a Plan Year for two consecutive plan year periods. The Plan’s requirement that you have reached age 21 will still apply.

#### **WHAT HAPPENS WHEN I MEET THE LONG-TERM PART-TIME EMPLOYEE REQUIREMENTS AND AM AGE 21?**

You will be eligible to participate in the Plan as of the first day of the following month **BUT ONLY FOR PURPOSES OF MAKING YOUR OWN SALARY DEFERRAL CONTRIBUTIONS.**

**AM I REQUIRED TO MAKE MY OWN SALARY DEFERRAL CONTRIBUTIONS WHEN I BECOME ELIGIBLE?**

No, the decision of whether to make your own salary deferral contributions to the Plan is your decision alone – you may choose to contribute or you may choose not to contribute.

**IF I CHOOSE TO CONTRIBUTE SALARY DEFERRALS, WILL I BE ELIGIBLE FOR ANY TYPE OF EMPLOYER CONTRIBUTION?**

No, you will not be eligible for employer contributions until you meet the regular eligibility requirements set forth in Section I of the SPD.

**IF I DECIDE TO MAKE SALARY DEFERRAL CONTRIBUTIONS, WHAT IS THE PROCESS FOR DOING SO?**

You may choose to defer your salary by completing a Paycheck Contribution Election Form. To obtain the election form please contact the bookkeeper at your local Payroll Office and return the completed form to your local Payroll Office.

**DO THESE NEW RULES AFFECT ME IF I AM IN AN EXCLUDED CLASS UNDER THE PLAN?**

If you are employed in the following classifications, you remain in an excluded category for any type of plan participation:

- A member of a religious order or receiving compensation for services as an ordained minister unless you qualify as a Diocesan Priest
- Collectively bargained employees
- Substitute teachers not under contract with a participating parish or agency
- A lay employee engaged in simultaneous employment with more than one parish, Archdiocesan agency or adopting related Catholic agency unless you meet the 500 hour-of-service requirement with a single employer unit
- A nonresident alien with no U.S. source income
- An independent contractor

**PLAN ADMINISTRATOR  
CATHOLIC ARCHDIOCESE EMPLOYEES  
RETIREMENT PLAN**

**January, 2024**