



Corporate retirement plan services

RBC Wealth Management: serving plan sponsors and participants



Wealth
Management

A lighthouse on a rocky cliff under a cloudy sky. The lighthouse is white with a red roof and a metal railing around the top. The sky is blue with white clouds. The rocks are dark and jagged.

RBC Wealth Management

Your trusted partner for a successful retirement plan

Global resources

Depend on exceptional people, exceptional solutions, exceptional service

As financial advisors representing RBC Wealth Management — a leading full-service investment, advisory and wealth management firm based in the United States — we have access to the world-class resources and expert support available from Royal Bank of Canada. RBC is one of the largest diversified financial services companies in North America.

Financial strength

Benefit from the competitive advantage of working with RBC Wealth Management

We combine the best features of the major Wall Street brokerage houses with the benefits of working with your local “boutique” investment firm. This means we are well equipped to help you provide a retirement plan solution that meets your company’s business goals as well as your employees’ retirement savings objectives.

Personalized service

Make your job easier

Regardless of the size of your plan, we deliver the personalized service you expect. Every step of the way, we will be there to help you understand your fiduciary obligations and assist in providing the information you need to manage your plan.

Corporate retirement plan services overview

Provide a quality plan — fulfill your legal responsibilities

RBC Wealth Management provides strategies and solutions for corporate retirement plans to help plan sponsors manage their fiduciary responsibilities. We have experience working with both private and public companies — as well as unions, colleges, universities, nonprofits and governmental organizations.

Take advantage of fiduciary guidance and investment expertise

We know your job as the plan sponsor can be challenging for many reasons, and that is why we are here to help you create a successful retirement plan for you and your employees.

RBC Wealth Management offers both Retirement Plan Consulting and Investment Advisory Services. Check with your financial advisor.



Our retirement consulting services include assistance with:

- Plan design and fee analysis
- Provider search and evaluation
- Investment policy statements
- Employee communications and education
- Investment selection and monitoring

As a plan sponsor you are a fiduciary, governed by the Employee Retirement Income Security Act (ERISA). This federal law states that you will be held accountable for acting in the best interests of your plan participants.

Plan design and fee analysis

Develop a plan that will help you recruit and retain motivated employees

Appropriate plan design requires balancing your employees' needs and your business objectives. We discuss the merits of various plan design options to help you choose features that are attractive to participants. Our process includes identifying your business goals and recommending plan design solutions that are a good fit for your company. We have extensive experience and can help you sort through the variety of retirement plan types available, to determine the best approach for you and your employees.

Fee analysis

We also help you review your plan's fees for competitiveness and reasonableness. Our fee analysis includes not only reviewing your investment expenses, record keeping and administration fees, but also helping uncover hidden costs that may exist in your plan. In addition, at RBC Wealth Management we believe in fully disclosing our fees to you.

We work with all types of plans:

- 401(k) Plans
- Safe Harbor 401(k) Plans
- New Comparability Plans
- Profit-Sharing Plans
- Defined Benefit Pension Plans
- Cash Balance Plans
- Union and Taft-Hartley Plans
- 403(b) Plans
- 457 Plans
- ESOP Plans

Provider search and evaluation

Save time and eliminate headaches associated with finding the right provider

We work with leading providers in the industry. Our criteria include:

- High client retention rates
- Continuous investment in their retirement plan business
- State-of-the-art technology
- Flexible investment menus with diverse investment options
- Strong fiduciary support services
- Quality employee education and communication materials

With literally hundreds of retirement plan products available, we simplify your job as a fiduciary by conducting the provider search for you.

First, we help you identify your service, administration, investment, employee education and cost requirements. Then, based on your needs, we recommend well-qualified service providers and products that can service your plan at competitive prices.

To help you avoid conflicts of interest, we offer unbiased recommendations drawn from a wide selection of retirement plan products. Once you have chosen a provider, we will review your plan on an ongoing basis to make sure it stays competitive.

Our provider search and evaluation process includes four steps:

1. Creating a formal request for proposal, which will identify appropriate candidates
2. Conducting interviews and assisting with candidate selection
3. Helping to assist with an efficient and smooth transition after the provider is chosen
4. Assisting with developing a participant communication plan

Investment policy statement and review

Protect yourself from legal liability as a fiduciary

An Investment Policy Statement (IPS) provides a documented due diligence process to guide fiduciary decision making. As a fiduciary for your plan, your IPS is one of the first documents the Department of Labor will ask you to provide in an audit. That is why it is important to make sure your IPS is current and is being followed.

We can provide you a sample IPS for your plan, or review your current IPS to assist you with a disciplined investment process. To help you demonstrate you are fulfilling your fiduciary responsibilities, we review your IPS to be sure it is clear and complete. An IPS should:

- State the plan objectives
- Define roles and responsibilities
- Identify selection and monitoring criteria
- Define watch list criteria
- Provide replacement strategies

ERISA 402(b)(1) states: “Every employee benefit plan should provide a procedure for establishing and carrying out a funding policy and method consistent with the objectives of the plan and requirement of this title.”



Employee communication and education

Provide information to help employees meet their retirement goals

One of the most time-consuming responsibilities plan sponsors face is managing the participant communication process. We will help identify and implement strategies consistent with best practices for participant education and communication.

We work with you to leverage the resources of your provider to help participants receive a broad range of information about the plan and its investments.

In addition, we can coordinate and/or conduct enrollment and ongoing educational meetings.

We help you:

- Identify employee educational needs
- Create a communication plan
- Explain benefits of the plan to participants
- Review the plan's asset allocation
- Assist with analyzing participant retirement readiness

Investment selection and monitoring

Fulfill important fiduciary responsibilities

Selection and monitoring criteria typically include:

- Performance relative to peer groups
- Performance relative to assumed risk
- Inception date of product
- Correlation to peer group
- Assets within product
- Holdings consistent with style
- Expense ratios and fees
- Stability of organization

Our “organize-formalize-implement-monitor” system helps you follow an established fiduciary process so that the investment options included in your company’s plan meet the criteria as identified in your IPS.

Organize

- Gather plan data
- Review IPS and plan documents
- Compare the current plan investments with generally accepted investment standards
- Compile investment information to assist you

Formalize

- Present to plan sponsor and/or investment committee
- Provide executive summary
- Deliver investment review report

Implement

- Help coordinate investment changes with record keeper
- Document watch list
- Create a participant communication plan
- Help coordinate and/or conduct employee meetings

Monitor

- Provide ongoing investment reviews
- Update investment reports
- Conduct periodic meetings with plan sponsor/investment committee
- Help coordinate and/or conduct ongoing educational meetings

Should you need to add or replace investment managers or mutual funds in your plan, we provide detailed nonproprietary research that can help you make well-informed decisions.

We can help your plan comply with the broad range of ERISA requirements and statutory provisions that provide certain protections from legal liability to plan sponsors regarding investment decisions made by plan participants. With ever evolving rules governing fiduciary responsibilities of plan sponsors we can help you feel confident that your plan complies with current regulations.



RBC Wealth Management services

Financial resources at your fingertips

Other corporate services through our affiliates:

- Corporate banking and trust services
- Executive benefit plans
- ESOP and management buyouts
- Stock option exercise
- Employee stock purchase plans
- Directed stock programs
- Restricted securities planning (144, 145, 10b5-1 plans)
- Commercial lending and construction financing
- Business valuation and continuation planning (buy/sell agreements)

Benefit from a wealth of resources

As a financial advisor working for a large organization, we have financial strength and access to corporate support and resources at our firm.

RBC Wealth Management Retirement Services Consulting Group

This is an experienced team within our firm that has extensive knowledge in plan design, provider searches and employee education. They have built a strong network of providers including record keepers, third-party administrators and ERISA attorneys, which means as your financial advisor we are well equipped to bring you some of the best providers in the industry. Our firm offers an array of retirement plan services.

Investment Advisory Services

This group offers an array of investment advisory programs to support our customer needs. We created the RBC Institutional Consulting (RIC) program to address the specific investment advisory needs of mid to large size private and public retirement plans (e.g., 401(k), profit sharing, 403(b), pension, etc.), Taft-Hartley plans, foundations and endowments. Our process is driven solely by the particular needs and circumstances of our clients and is designed to assist in fulfilling their fiduciary obligations. Our Investment

Advisory Services include fiduciary and other services such as investment manager and fund searches, asset allocation, investment policy analysis, provider searches, and investment committee support.

RBC Wealth Management Advisory Research Group

The RBC Wealth Management Advisory Research Group is an experienced team of analysts who provide research on mutual funds, investment managers and alternative investments; they focus on comprehensive quantitative and qualitative analysis to formulate independent and unbiased investment opinions. Research is focused on the main drivers of success — people, process, portfolios and performance. As your financial advisor we have access to a wide variety of research tools and can provide you with strategic investment recommendations.

Together, we partner to determine the best strategies and solutions for your retirement plan and help you manage your fiduciary responsibilities.

Partner with us for dependable fiduciary guidance and investment expertise

Choose wisely – choose RBC Wealth Management

The comprehensive processes and services we offer can significantly reduce the amount of time you spend fulfilling your fiduciary obligations — as well as help you minimize your legal liabilities as a fiduciary.

To enjoy the peace of mind that comes with knowing both you and your plan participants are in wise, capable hands, call your RBC Wealth Management financial advisor today.





**Wealth
Management**

RBC Wealth Management is a division of RBC Capital Markets, LLC. Professional Trustee services are offered to RBC Wealth Management clients by RBC Trust Company (Delaware) Limited (RBC Trust) and Comerica Bank & Trust, N.A., either or both of which may serve as trustee. RBC Capital Markets, LLC is a subsidiary of Royal Bank of Canada (RBC), and RBC Trust is a division of RBC. RBC Wealth Management and/or your financial advisor will receive compensation in connection with offering or referring these services. Neither RBC Wealth Management nor its financial advisors are able to serve as trustee. RBC Wealth Management does not provide tax or legal advice. All decisions regarding the tax or legal implications of your investments should be made in connection with your independent tax or legal advisor.