

Duty	Lita % of time spent	Melissa % of time spent	Sunny % of time spent	Sr. Analyst % of time spent	Paulette % of time spent	Total Annual Allocation
<b>457 (b) Deferred Comp Plan</b>				Currently Vacant		
Plan Administration	1%	3%	3%	3%	2%	
Document processing	3%	2%	2%	2%	2%	
Meeting scheduling	1%	3%	3%	3%	3%	
Weekly Meetings	2%	2%	2%	2%	2%	
	<b>7%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>9%</b>	
<b>Yearly charges to Deferred Comp:</b>	<b>\$ 7,841</b>	<b>\$ 15,007</b>	<b>\$ 14,987</b>	<b>\$ 14,848</b>	<b>\$ 16,265</b>	<b>\$ 68,948</b>

**DC duties performed**

Plan Administration - (systems, external audits, reconciliations, document review and maintenance, IRS rules & limits, special catch-ups, coordination with payroll, etc.)

Document processing (faxing, follow-up, research, problem solving)

Meeting scheduling (new hires, active, separated, retired)

Weekly Meetings (calls with Nationwide on Issues i.e. delinquent loan resolution, withdrawal review and approval, service credit purchase, plan to plan transfers, etc.)