

COMPREHENSIVE HR AND BENEFITS OUTSOURCING SOLUTIONS

**FIDELITY
WORKPLACE
SERVICES®**

Human Resources	<ul style="list-style-type: none"> • Recruitment and Staffing • Employee Data Administration • HRIS • Training and Development • HR Consulting 	<ul style="list-style-type: none"> • Performance Management • Compensation Management • Manager self-service • Employee self-service • Relocation
Health & Welfare	<ul style="list-style-type: none"> • Annual Enrollment • New-hire and Life Event Processing • Post-employment Administration • COBRA, FSA, Reimbursement Plan Administration 	<ul style="list-style-type: none"> • Actuarial and Consulting Services • Compliance Services • Plan Management • Traditional and Internet-based Communications
Defined Contribution	<ul style="list-style-type: none"> • Plan Design and Benchmarking • Recordkeeping and Daily Valuation • Internet-based Management System • Regulatory and Legislative Updates • Full Selection of Investment Options 	<ul style="list-style-type: none"> • Investment Architecture and Policy Statement Design • Investment Consulting Services • Communications and Education
Defined Benefit	<ul style="list-style-type: none"> • Event Processing • Ongoing Administration • Disbursement Services 	<ul style="list-style-type: none"> • Data Consulting Services • Communications and Education • Actuarial and Consulting Services
Stock Plans	<ul style="list-style-type: none"> • Plan Administration and Recordkeeping • Trade Execution and Custody Services • International Plan Services • Custom Reporting Capabilities 	<ul style="list-style-type: none"> • Stock Options, ESPPs, RSAs, SARs • Communications and Education • Executive Services
Payroll	<ul style="list-style-type: none"> • On-cycle/On-demand Pay • Earnings and Deductions • Garnishments • Checks, EFT, and Third-party Pay 	<ul style="list-style-type: none"> • Accounting and Reconciliation • Time and Attendance • Tax Reporting and Filing • Employee and Wage Verification