

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, CA 90802-4210
(562) 951-4411

Date: August 18, 2003

Code: TECHNICAL LETTER
HR/Benefits 2003-24

To: Human Resources Directors
Benefits Officers

From: Cathy Robinson, Assistant Vice Chancellor
Human Resources Administration

Subject: Update – University of California Defined Contribution Plan Beneficiary Designation Policy

The University of California Defined Contribution Plan (DC Plan) definition of beneficiary was amended to include, in certain cases, a Domestic Partner in the order of succession for benefit payment. This change became effective July 1, 2003, and applies to all DC Plan participants, including CSU employees. The order of succession, as defined in Section 2.03 of the DC Plan, has been changed as follows:

If a Participant does not name a Beneficiary, or if the designation of Beneficiary is no longer effective, the person or persons, (on a share and share alike basis) in the first of the following categories in which there is a survivor shall be the Beneficiary:

- (a) legal spouse of the Participant or ***Domestic Partner of the Participant as defined in the Plan Regulation Section 2.03, for purposes of this Section 2.03 and the Plan;***
- (b) child or children, including adopted child or children, of the Participant (child or children of a deceased child shall take the share of such child by representation); or
- (c) parent or parents of the Participant.

If there is no valid Beneficiary designation, the default line of succession for Beneficiary shall include Domestic Partner. ***For CSU Participants in the DC Plan, the definition of Domestic Partner shall be: The individual designated as a Domestic Partner by a DC Plan Participant who filed a valid State of California registration of domestic partnership form.*** (A copy of the valid registration must be provided to the University of California to designate a domestic partner as Beneficiary.) If there is no such survivor as stated above, any lump sum payment shall be paid to the Participant's estate.

Distribution:

CSU Presidents
Vice Chancellor, Human Resources
Director, SOSS
Payroll Managers

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Campuses are requested to provide immediate notification to employees of this change. Attached is a draft letter campuses may use to communicate with employees.

Specific questions regarding this amendment should be directed to the University of California at (800) 888-8267. Questions regarding this technical letter may be directed to Felice Bakre at (562) 951-4410. This technical letter is also available on the Human Resources Administration's Web site at: <http://www.calstate.edu/HRAdm/memos.shtml>.

CR/fb

Attachment

**TECHNICAL LETTER
HR/Benefits 2003-24
Attachment**

Date

Dear CSU Employee:

This letter is to inform you that the University of California Defined Contribution Plan (DC Plan) definition of beneficiary was amended to include, in certain cases, a Domestic Partner in the order of succession for purposes of benefit payment. This change became effective July 1, 2003, and is applicable to all DC Plan participants, including CSU employees.

The order of succession, as defined in Section 2.03 of the DC Plan, has been changed as follows:

If a Participant does not name a Beneficiary, or if the designation of Beneficiary is no longer effective, the person or persons, (on a share and share alike basis) in the first of the following categories in which there is a survivor shall be the Beneficiary:

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- (b) child or children, including adopted child or children, of the Participant (child or children of a deceased child shall take the share of such child by representation); or
- (c) parent or parents of the Participant.

If there is no valid Beneficiary designation, the default line of succession for Beneficiary shall include Domestic Partner. ***For CSU Participants in the DC Plan, the definition of Domestic Partner shall be:***

The individual designated as a Domestic Partner by a DC Plan Participant who filed a valid State of California registration of domestic partnership form. (A copy of the valid registration must be provided to the University of California for designation of a domestic partner as Beneficiary.)

If there is no such survivor as stated above, any lump sum payment shall be paid to the Participant's estate.

At this time, you may want to contact the DC Plan to ensure your account reflects your desired Beneficiary designation.

If you have specific questions regarding this amendment, or if you would like to update your current DC Plan Beneficiary designation, please contact the University of California DC Plan administrator at (800) 888-8267.

Sincerely,

Campus Benefits Representative