

September 2019

BLACKOUT NOTICE: IMPORTANT INFORMATION ABOUT THE COMMONWEALTH OF MASSACHUSETTS OPTIONAL RETIREMENT PROGRAM (ORP)

To facilitate the transfer of assets from AIG Retirement Services (previously referred to as VALIC) to TIAA, a brief “blackout period” will take place. During this time, you will not be able to direct or diversify the assets held in your ORP plan account at AIG Retirement Services. For this reason, it is very important that you review and consider the appropriateness of your current investments in light of your inability to direct or diversify those investments during the blackout period. For your long-term retirement security, you should give careful consideration to the importance of a well-balanced and diversified investment portfolio, taking into account all your assets, income and investments. Any scheduled payroll contributions will continue to be deducted from your paycheck during the blackout period.

THE BLACKOUT PERIOD IS EXPECTED TO BEGIN ON NOVEMBER 4, 2019, at 4 P.M. (ET), AND IS EXPECTED TO END DURING THE WEEK ENDING NOVEMBER 23, 2019.

Key dates	Events
October 11, 2019	Last day ORP plan account balances at AIG Retirement Services (AIG) can be moved by you, at the individual level, to TIAA or Fidelity.
October 28, 2019, at 4 p.m. (ET)	Last day to submit paperwork to AIG required to process a rollover, transfer or withdrawal. Please ensure that you allow enough time to request, receive, complete, and return the paperwork to AIG prior to this deadline.
November 4, 2019, at 4 p.m. (ET)	Blackout period expected to begin. During this time, you will be unable to access or modify your ORP plan account at AIG. Additionally, you will not be able to obtain a distribution from your ORP plan account.
November 12, 2019	On or about this date, your ORP plan account balance transfers from AIG to your TIAA account.
Week ending November 23, 2019	Blackout period expected to end. You will have full access to your transferred ORP balances in your TIAA account and can request account transactions.

Please note:

The date of the plan changes and the end of the blackout period depend on the accurate, timely transfer of data from AIG to TIAA. If this does not occur, the end of the blackout period could be delayed.

For questions about this notice or the blackout period, including confirmation it has started or ended, you can call TIAA at **800-842-2252**, weekdays, 8 a.m. to 10 p.m., and Saturday, 9 a.m. to 6 p.m. (ET). Or mail TIAA at: TIAA, P.O. Box 1259, Charlotte, NC 28201.