



**Your PRA Holdings, Inc. 401(k) Plan Transition to Empower
FREQUENTLY ASKED QUESTIONS
ICON401k.com/transition**

What do I need to know?

ICON selected Empower as its new retirement provider because of its strong and streamlined approach for your retirement needs and overall financial planning and innovative tools and resources. And in keeping with ICON’s focus on benefits harmonization, the PRA Holdings, Inc. 401(k) Plan at Fidelity Investments, the ICON Clinical Research, LLC 401(k) Plan and the ICON Government and Public Health Solutions, Inc. 401(k) Salary Reduction Plan & Trust (GPHS Plan) at Transamerica will merge as part of the transition to Empower on January 3, 2023. You will have complete access to your account at Empower starting the week of January 15, 2023, when the transition period is over, and will be notified when the transition is complete.

What can I do to prepare for the transition?

- Make sure you’ve designated your beneficiaries by visiting the Fidelity website before December 27, 2022, when the transition begins.
- Take a moment to review or update your mailing address in Workday if you are an active employees. Please note that if you are no longer an employee at ICON, you should update your mailing address at Fidelity Investments.
- Check your mailbox at home in late November for additional information on everything you need to know about the transition.

Do I need to do anything to transfer my money to Empower?

No. Your account balance, investment and contribution elections, and beneficiary elections with Fidelity Investments will move over automatically.

You don’t need to do anything now unless you would like your account to transfer differently. Please refer to the chart on the right column for all dates regarding transactions and changes.

If you would like to make changes to your account, contact Fidelity Investments at 401k.com or 800-835-5095. You can also make changes with Empower after the transfer is complete.

When will this transition start and end? Is there a time when I won’t be able to transact on or access my account?

IMPORTANT: As part of this change, there will be a required transition period during which you will not be able to change your contribution elections, make investment changes; or obtain loans, withdrawals or distributions. The transition period will begin on December 27, 2022, and is expected to end the week of January 15, 2023.

Note: If you also have an ICON Clinical Research, LLC 401(k) Plan or a GPHS Plan with Transamerica, the dates in this chart differ. Please refer to the ICON and GPHS Plan FAQs.

Loans and distribution requests December 27, 2022	Last day to request loans or distributions at Fidelity Investments
Transition period begins December 27, 2022	Transition period begins You will have limited access to your account at Fidelity. Investments (Please note the various dates within this timeline for account access information.) For questions about your Fidelity account, call 800-835-5095 or go to 401k.com .
Changes/Transactions December 27, 2022	Last day to request any additional changes at Fidelity Investments: <ul style="list-style-type: none"> • Loan payoffs • Rollover contributions • Contribution changes • Investment election changes
Payroll contributions January 2023	First payroll/paycheck contributions at Empower Note: These contributions will post a few business days after the plan transition week of January 15, 2023.
Transition period ends week of January 15, 2023	Transition period is expected to end Once the transition period has ended, you will receive notification from Empower with instructions on how to register and access your account. You will have full access to your account at ICON401k.com and by phone: 833-RET-ICON (833-738-4266) . Make sure you designate and review your beneficiaries online!

Can I leave my account at Fidelity Investments?

No. Since the PRA Holdings, Inc. 401(k) Plan is an employer-

sponsored plan, all plan participant accounts will move to Empower. Your PRA Holdings, Inc. 401(k) Plan account will automatically transfer and cannot be continued with Fidelity Investments. If you are a terminated employee, you have the option to take a distribution before the transfer date if you wish to roll over your account to another employer plan or to an individual retirement account (IRA). Please note that if you also have an account in the ICON Clinical Research, LLC 401(k) Plan or in the GPHS Plan at Transamerica, those accounts will be merged with the PRA Holdings, Inc. 401(k) Plan with the move to Empower. Consider all your options and their features and fees before moving money between accounts.

Is the fund lineup changing?

Yes. Please refer to the transition brochure (on the home page of this site) or the brochure with the Notice of Investment Returns & Fee Comparison you'll receive in late November, which will provide details on the fund mapping and new funds that will be available as part of these changes.

What happens to payroll contributions during the transition period?

Your payroll contributions and any matching contributions will continue to be held during the transition period and will be reflected in your Empower account when the transition is complete.

Will I need to make a new 401(k) contribution (deferral) rate election?

No, your current contribution election will transfer automatically to Empower. If you are not currently contributing, you may contribute up to 75% of your eligible compensation on a pretax or Roth basis. You may, at any time, increase your contribution; your total deferrals in any taxable year may not exceed a dollar limit, which is set by the IRS. The limit for 2023 is \$22,500 plus an extra \$7,500 if you're age 50 or older.

Will there be any changes to the ICON matching contribution?

No. ICON will continue to contribute 100% up to the first 3% of your eligible compensation and 50% of the next 3% that you contribute to the plan, up to IRS limits.

As of the transition date, ICON will also match any catch-up contributions that you make to the plan, which will add to your retirement savings. The value of your contributions to the plan, and any earnings they generate, are always 100%

vested. Rollovers from previous employers are also 100% vested. You will be vested in company-matching contributions after three years based on a three-year vesting schedule: after one year – 20%, after two years – 40%, after three years – 100%.

If I'm not in the plan yet, when can I enroll?

You can enroll in the plan immediately. Contributions will be taken out of your paycheck as soon as administratively possible. If you do not enroll at Fidelity Investments before the start of the transition on December 27, 2022, you will be able to enroll at Empower, after the transition is over, the week of January 15, 2023.

Will my beneficiary(ies) transfer to Empower?

Yes. Important: If you have not already designated your beneficiary(ies), you will have the opportunity to add your beneficiary(ies) after the plan is live with Empower, which is expected to occur the week of January 15, 2023. If you have designated your beneficiary(ies), make sure you go online after the transition is complete to ensure your beneficiary information has transferred and is accurate.

Does the plan allow me to take a loan?

Yes. You may take out one loan at a time and borrow the lesser of \$50,000 or 50% of your eligible total vested account balance. After the transition, you may initiate your loan request online with Empower. A loan with a duration of five years or less may be processed online. A loan with a duration of five years or greater (primary residence) may be initiated online and requires additional supporting documentation. There is a quarterly fee of \$6.25 for the maintenance of all loans administered by Empower. After the transition, you can go online at [ICON401k.com](https://www.icon401k.com) to obtain more information about loans.

Please note that existing loans with Fidelity will automatically transfer to Empower

How will I access my plan account through Empower?

Once the plan is live, you can log in to your account online at [ICON401k.com](https://www.icon401k.com).

1. From the homepage, click on the *Register* button.
2. Fill in your personal information.
3. Click *Continue* and follow the steps to create a username and password.

You can also obtain account information by calling Empower at **833-RET-ICON (833-738-4266)**. Retirement representatives

will be available weekdays from 8 a.m. to 10 p.m. Eastern time (excluding most financial market holidays) and Saturdays from 9 a.m. to 5:30 p.m. Eastern time.

Is there an app available?

Yes, you may download the free Empower app for mobile devices or Apple Watch® available in the App Store® from Apple® for iOS® or on Google Play™ for Android™. You can download it today and start using it to access your account once the transition is over.

Is there anything I need to do after the plan goes live with Empower?

- ✓ Log on to [ICON401k.com](https://www.ICON401k.com) to **register** your Empower account.
- ✓ Confirm that your Fidelity account transferred correctly to Empower.
- ✓ Review, update or add your beneficiary.
- ✓ Set your communication preferences.
- ✓ Explore the key tools and resources on the new website.

Securities, when presented, are offered and/or distributed by Empower Financial Services, Inc., Member FINRA/SIPC. EFSI is an affiliate of Empower Retirement, LLC; Empower Funds, Inc.; and registered investment adviser Empower Advisory Group, LLC. This material is for informational purposes only and is not intended to provide investment, legal or tax recommendations or advice.

Investing involves risk, including possible loss of principal.

“EMPOWER” and all associated logos and product names are trademarks of Empower Annuity Insurance Company of America.

iPhone, iPad, Apple, Apple Watch and App Store are trademarks of Apple Inc.

iOS is a registered trademark of Cisco in the U.S. and other countries and is used under license.

Android, Google Play and the Google Play logo are trademarks of Google LLC.

©2022 Empower Retirement, LLC. All rights reserved. WF-2130050 RO2519190-1022