### PLAN DISTRIBUTION AND OPTIONS CHART

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| **3-Month Separation from Service.** If you leave employment with all contributing employers, and no employers have made contributions to your Annuity Account for 3 consecutive months, then you will be deemed to have incurred a Separation from Service as of the beginning of your absence. | You may receive a distribution from your 401(k) Account and/or your Rollover Account only. | You may receive distributions from your 401(k) Account and/or Rollover Account as follows:  
- up to 1/3 of your 401(k) Account and/or Rollover Account on the 1st day of the 4th calendar month after your Separation from Service;  
- up to 50% of your 401(k) Account and/or Rollover Account on the 1st day of the 5th calendar month after your Separation from Service; and  
- up to 100% of your 401(k) Account and/or Rollover Account on the 1st day of the 6th calendar month after your Separation from Service.  
If an employer makes contributions to your Annuity Account after you receive a distribution in the 4th calendar month but before the 6th calendar month, you will not be eligible to receive a distribution under this category. If an employer makes contributions to your Annuity Account after you receive a distribution in the 5th calendar month but before the 6th calendar month, you will not be eligible to receive a distribution under this category. |
| **6-Month Separation from Service.** If you leave employment with all contributing employers, and no employer has made contributions to your Annuity Account for 6 consecutive months, then you will be deemed to have incurred a Separation from Service as of the beginning of your absence. | You may receive a distribution from your 401(k) Account, your Rollover Account and/or your Old Annuity Account only. | You may elect to receive a distribution from your 401(k) Account, Rollover Account and/or Old Annuity Account:  
- In a single lump sum payment;  
- In a partial lump sum;  
- In installments paid monthly, quarterly, semi-annually or annually;  
- In a combination of a partial lump sum and installments paid monthly, quarterly, semi-annually or annually.  
If you choose to receive your distribution in installment payments, you may elect to have such installment payments made over a fixed period of time or based on a fixed dollar amount. If you return to employment with a contributing Employer, any remaining installment payments will cease while you are employed. Distribution options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations described on page 22. |
| **You're at least age 59½.** If you are still working for a contributing employer at age 59½. | You may receive a distribution from your 401(k) Account and/or your Rollover Account only. | You may elect to receive a distribution from your 401(k) Account and/or Rollover Account:  
- In a single lump sum payment;  
- In a partial lump sum;  
- In installments paid monthly, quarterly, semi-annually or annually;  
- In a combination of a partial lump sum and installments paid monthly, quarterly, semi-annually or annually.  
If you choose to receive your distribution in installment payments, you may elect to have such installment payments made over a fixed period of time or based on a fixed dollar amount. If you return to employment with a contributing Employer, any remaining installment payments will cease while you are employed. Distribution options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations. These requirements govern when a participant’s distributions must commence and when his or her entire interest must be distributed. |
| **You “retire.” You retire when:**  
- You have had a separation from service,  
- You are age 55 or older, and  
- You are either receiving a pension benefit from the NEI Pension Plan or Social Security Retirement benefits. | You may receive a distribution from your 401(k) Account, your Rollover Account, Old Annuity Account and/or New Annuity Account. | You may elect to receive a distribution from your 401(k) Account, Rollover Account, Old Annuity Account, and/or New Annuity Account:  
- In a single lump sum payment;  
- In a partial lump sum;  
- In installments paid monthly, quarterly, semi-annually or annually;  
- In a combination of a partial lump sum and installments paid monthly, quarterly, semi-annually or annually.  
If you choose to receive your distribution in installment payments, you may elect to have such installment payments made over a fixed period of time or based on a fixed dollar amount. If you return to employment with a contributing Employer, any remaining installment payments will cease while you are employed. Distribution options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations described on page 22. |
| **You are “disabled.”** A participant is considered disabled if the participant’s disability has been determined by the Social Security Administration to qualify the participant for Social Security Disability benefits. | You may receive a Distribution from your 401(k) Account, your Rollover Account, Old Annuity Account and New Annuity Account. | You may elect to receive a distribution from your 401(k) Account, Rollover Account, Old Annuity Account, and/or New Annuity Account:  
- In a single lump sum payment;  
- In a partial lump sum;  
- In installments paid monthly, quarterly, semi-annually or annually;  
- In a combination of a partial lump sum and installments paid monthly, quarterly, semi-annually or annually.  
If you choose to receive your distribution in installment payments, you may elect to have such installment payments made over a fixed period of time or based on a fixed dollar amount. If you return to employment with a contributing Employer, any remaining installment payments will cease while you are employed. Distribution options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations described on page 22. |
| **You experience a financial hardship.** You must have experienced a heavy and hardship withdrawals can be made for the following reasons:  
- Tax deductible medical expenses for you, your spouse or dependents.  
- Purchase of a principal residence for you (not including mortgage payments). | You may obtain a hardship withdrawal from your 401(k) Account and/or Rollover Account. To the extent the | Hardship withdrawals can be made for the following reasons:  
- Tax deductible medical expenses for you, your spouse or dependents.  
- Purchase of a principal residence for you (not including mortgage payments).  

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**Notice of Right to Delay Commencement of Benefit**

Distributions options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations described on page 22.
of a Coronavirus-Related Event

Distribution to Participant on account of a Coronavirus-Related Event

- You may obtain an Emergency Coronavirus-Related Distribution if:
  - You're diagnosed with COVID-19 by a test approved by the CDC;
  - Your spouse or dependent is diagnosed with COVID-19 by such a test; or
  - You experience adverse financial consequences due to COVID-19 resulting from (i) being quarantined; (ii) being furloughed/ laid off/reduction in hours; (iii) being unable to work due to lack of child care; or (iv) a closing/reducing of hours of a business you own or operate.

- You must receive an Emergency Coronavirus-Related Distribution in a single lump sum payment limited to the lesser of $25,000 and the total balance of your Accounts. Emergency Coronavirus-Related Distributions are subject to special source account rules:
  - First, your Rollover Account (if you have established a Rollover Account);
  - Then, if you haven't established a Rollover Account or your Rollover Account is less than $25,000, your 401(k) Account;
  - Then, if you haven't established a 401(k) Account and/or Rollover Account, or if the total balance of your 401(k) Account and/or Rollover Account is less than $25,000, your Old Annuity Account (if you have an Old Annuity Account);
  - Finally, if you don't have an Old Annuity Account or if the total balance of your 401(k) Account is less than $25,000, your New Annuity Account.

Special federal income tax treatment of Emergency Coronavirus-Related Distributions:
- NOT subject to the 10% tax penalty typically applicable to early distributions.
- NOT eligible rollover distributions and NOT subject to mandatory 20% federal income tax withholding. (MassMutual will withhold 10% of these distributions as federal income tax withholding unless you elect otherwise.
- WILL be included in gross income for federal tax purposes over a 3-year period unless you elect otherwise.
- MAY BE re-contributed, in whole or in part, in one or more payments, to this Plan or another eligible retirement plan that accepts rollovers under which you participate, within three years of receipt.

For more information regarding the Plan’s distribution options, please consult the Plan’s Summary Plan Description (SPD). If you don’t have a copy of the SPD, please contact the Benefits Office. The SPD is available online at www.neibenefits.org.

Distributions to Alternate Payees under the Terms of a QDRO

A participant's alternate payee may receive a distribution of the portion of the participant's individual account assigned to the alternate payee in accordance with the terms of the QDRO.

Notwithstanding the distribution eligibility rules described above, a QDRO may provide that any benefits of a participant payable to an alternate payee may be distributed:
- Immediately upon the order being determined a QDRO.
- At a later time specified in the QDRO.
- If the QDRO does not specify, in accordance with the distribution eligibility rules described above.

To the extent permitted under the terms of a QDRO, a distribution to an alternate payee can be made:
- In a single lump sum payment;
- In a partial lump sum;
- In installments paid monthly, quarterly, semi-annually or annually;
- In a combination of a partial lump sum and installments paid monthly, quarterly, semi-annually or annually.

If the alternate payee chooses to receive his/her distribution in installment payments, the alternate payee may elect to have such installment payments made over a fixed period of time or based on a fixed dollar amount.

Distribution options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations described on page 22.

Distributions to Beneficiaries upon the Death of the Participant.

Your beneficiary may elect to receive a distribution from your 401(k) Account, Rollover Account, Old Annuity Account, and/or New Annuity Account:
- In a single lump sum payment;
- In a partial lump sum;
- In installments paid monthly, quarterly, semi-annually or annually;
- In a combination of a partial lump sum and installments paid monthly, quarterly, semi-annually or annually.

If a beneficiary chooses to receive his or her distribution in installment payments, the beneficiary may elect to have such installment payments made over a fixed period of time or based on a fixed dollar amount.

Distribution options offered by the Plan are subject to the minimum distribution requirements of the Internal Revenue Code and IRS regulations described on page 22.

NEW: EMERGENCY CORONAVIRUS-RELATED DISTRIBUTION (Applications must be submitted on or before June 30, 2020)

Payment of tuition, related educational fees, and room and board expenses for post-secondary education for you, your spouse or your children or dependents for the next 12 months.
- Prevention of eviction from or foreclosure on the mortgage on your principal residence.
- Burial or funeral expenses for your deceased parent, spouse or dependent.
- Expenses for the repair of your principal residence if the expenses would qualify as deductible casualty expenses under §165 of the Internal Revenue Code.
- Expenses or losses (including loss of income) you incur on account of disaster declared by FEMA, provided your primary residence or principal place of employment at the time of the disaster was designated by FEMA for assistance with respect to the disaster.

For more information regarding the Plan’s distribution options, please consult the Plan’s Summary Plan Description (SPD). If you don’t have a copy of the SPD, please contact the Benefits Office. The SPD is available online at www.neibenefits.org.