



MANUAL TRANSMITTAL

Department of the Treasury
Internal Revenue Service

2.4.46

JANUARY 16, 2025

EFFECTIVE DATE

(01-16-2025)

PURPOSE

- (1) This IRM contains procedural steps for use of the EPLAN command code. By following the processes and procedures provided by this IRM, employees will process these cases in a manner that follows IRS policy and procedures while promoting the best interests of the Government.

MATERIAL CHANGES

- (1) IRM 2.4.46.1 Updated mandatory Internal Controls.

EFFECT ON OTHER DOCUMENTS

IRM 2.4.46, dated May 15, 2020, is superseded.

AUDIENCE

These procedures apply to IRS employees who add, revise, and delete Employee Plans Master File (EPMF) entity records.

Rajiv Uppal
Chief Information Officer

2.4.46

Command Code EPLAN

Table of Contents

2.4.46.1 Program Scope and Objectives

2.4.46.1.1 Background

2.4.46.1.2 Authority

2.4.46.1.3 Responsibilities

2.4.46.1.4 Program Management and Review

2.4.46.1.5 Program Controls

2.4.46.1.6 Terms/Definitions/Acronyms

2.4.46.1.7 Related Resources

2.4.46.2 Command Code EPLAN Overview

2.4.46.3 EPLAN Specifics

Exhibits

2.4.46-1 Command Code EPLAN Request

2.4.46-2 EPLAN Screen

2.4.46-3 EPLAN Screen Input Fields

2.4.46-4 EPLAN Data Entry: Valid Abbreviations and District Office Codes

2.4.46-5 EPLAN Screen Messages and Error Flags

2.4.46-6 Summary of EPLAN Input Fields by Transaction Code

2.4.46-7 EPLAN with Transaction Code 000—Add New Plan—First Version

2.4.46-8 EPLAN with Transaction Code 000—Add New Plan—Second Version

2.4.46-9 EPLAN with Transaction code 011: Change Plan Number

2.4.46-10 EPLAN with Transaction code 012—Reactivate Plan

2.4.46-11 EPLAN with Transaction Code 013—Change Plan Name

2.4.46-12 EPLAN with Transaction Code 016—Change Filing Requirement Code

2.4.46-13 EPLAN with Transaction Code 017—Change File Folder Number

2.4.46-14 EPLAN with Transaction code 020—Delete Plan

2.4.46-15 EPLAN with Transaction Code 053—Change Plan Year Ending Month

2.4.46-16 EPLAN with Transaction Code 127—Change Administrator Data

2.4.46-17 EPLAN with Transaction Code 128—Change Administrator Data and Plan Name, First Version

2.4.46-18 EPLAN with Transaction Code 128—Change Administrator Data and Plan Name, Second Version

2.4.46.1
(01-16-2025)
Program Scope and Objectives

- (1) **Purpose:** Use Command Code (CC) EPLAN to add, revise, or delete a plan data module of an Employee Plans Master File (EPMF) entity record.
- (2) **Audience:** LMSB, SBSE, TEGE, TS
- (3) **Policy Owner:** The Chief Information Officer (CIO) is responsible for overseeing all aspects of our systems that operate the nation's tax infrastructure.
- (4) **Program Owner:** AD Submission Processing
- (5) **Primary Stakeholders:** LMSB- Large Mid Size Business Division, SB/SE- Self-Employed/Small Business Division, TE/GE- Tax-Exempt/Government Entitles Division, TS- Taxpayer Services
- (6) **Program Goals:** The exhibits that follow this section cover specific information about using Command Code EPLAN. See Exhibit 2.4.46-1 Command Code EPLAN Request shows what data in what format to enter to get the EPLAN screen. See Exhibit 2.4.46-2 EPLAN screen layout. See Exhibit 2.4.46-3 for input fields. See Exhibit 2.4.46-4 for valid abbreviations and District Office codes. See Exhibit 2.4.46-5 for Screens messages and Error flags. See Exhibit 2.4.46-6 for a table that summarizes which transaction codes use which data entry fields. See Exhibit 2.4.46-7 through Exhibit 2.4.46-18 that covers the transaction codes individually.

2.4.46.1.1
(08-22-2024)
Background

- (1) IDRS research tools and command codes (CCs) are available for Master File (MF) actions. CC EPLAN is used to add, revise, or delete a plan data module of an Employee Plans Master File (EPMF) account. This IRM and the contained subsections provide the user the necessary information on how to use CC EPLAN.

2.4.46.1.2
(08-22-2024)
Authority

- (1) CC EPLAN was developed as the principal means for modifying modules on Employee Plans Master File (EPMF) accounts.

2.4.46.1.3
(08-22-2024)
Responsibilities

- (1) Provide information on who's responsible for the activities discussed in the IRM. Include employee and management responsibilities.

2.4.46.1.4
(08-22-2024)
Program Management and Review

- (1) Command codes validate user inputs and provide either "Request Completed" messages or "System Error" messages, prompting users to correct inputs.

2.4.46.1.5
(08-22-2024)
Program Controls

- (1) Security and Communication Services (SACS) controls access and authority of command codes to IRS employees, based on their role and expected job functions.

2.4.46.1.6
(08-22-2024)
Terms/Definitions/ Acronyms

- (1) The following are acronyms.

Acronym	Meaning
CC	Command Code

EPMF	Employee Plan Master File
PDC	Posting Delay Code
PFRC	Plan Filing Requirement Code
TIN	Taxpayer Identification Number

2.4.46.1.7
(01-16-2025)

Related Resources

- (1) IRM 2.7.9.21 Employee Plan Master File

2.4.46.2
(01-02-2020)

Command Code EPLAN Overview

- (1) Use Command Code (CC) EPLAN to add, revise, or delete a plan data module of an Employee Plans Master File (EPMF) entity record. The ten transaction codes (TC) used with CC EPLAN determine the types of changes the user can make:

<u>TC</u>	<u>Type of Change</u>
000	Add new plan to an EPMF entity
011	Change plan number
012	Reactivate plan
013	Change plan name
016	Change filing requirement code
017	Change file folder number
020	Delete plan
053	Change plan year ending month
127	Change plan administrator data
128	Change both plan name and plan administrator data

- (2) To use CC EPLAN, first enter the EPLAN request on line one of the unformatted screen. The request—assuming it passes validity checks and the database files are available—gets the formatted EPLAN screen.
- (3) The EPLAN screen redisplay the request line sans definer. It displays 17 data entry fields marked by delimiters and identified with abbreviations. Each transaction code uses a unique subset of these fields. Transmitting the input brings up the response screen.
- (4) The EPLAN response screen redisplay the request line sans definer and the user's input. It adds messages and error flags. Errors consist of fields with unacceptable content, required fields containing blanks, disallowed fields containing data, and related fields with inconsistent entries. For valid input EPLAN displays "REQUEST COMPLETED" and builds a GENDATA record.
- (5) The exhibits that follow this section cover specific information about using Command Code EPLAN. See Exhibit 2.4.46-1 Command Code EPLAN

Request shows what data in what format to enter to get the EPLAN screen. See Exhibit 2.4.46-2 EPLAN screen layout. See Exhibit 2.4.46-3 for input fields. See Exhibit 2.4.46-4 for valid abbreviations and District Office codes. See Exhibit 2.4.46-5 for Screens messages and Error flags. See Exhibit 2.4.46-6 for a table that summarizes which transaction codes use which data entry fields. See Exhibit 2.4.46-7 through Exhibit 2.4.46-18 that covers the transaction codes individually.

2.4.46.3
(01-02-2020)
EPLAN Specifics

- (1) The exhibits that follow this section cover specific information about using CC EPLAN. See Exhibit 2.4.46-1, *Command Code EPLAN Request*, shows what data in what format to enter to get the EPLAN screen (See Exhibit 2.4.46-2, *EPLAN Screen layout*). See Exhibit 2.4.46-3 and See Exhibit 2.4.46-4 deal with entering data. See Exhibit 2.4.46-5 covers messages and error flags. See Exhibit 2.4.46-6 has a table that summarizes which transaction codes use which data entry fields. See Exhibit 2.4.46-7 through See Exhibit 2.4.46-18 cover the transaction codes individually.

This Page Intentionally Left Blank

Exhibit 2.4.46-1 (01-02-2020)
Command Code EPLAN Request

The EPLAN request format:

	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	2	2	2	2	2	2	2		
1	E	P	L	A	N	R	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	x						
		1			2						3					4				5				6			7				
24	m	e	s	s	a	g	e				d	i	s	p	a	y															
	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2		

You **must** enter the first 6 elements. Element 7, the TC000 intent indicator, depends on the transaction code.

Element	Position	Description
1	1–5	Command code (CC) EPLAN—“EPLAN”
2	6	CC definer—“ R”, indicates a request for the EPLAN screen. When the EPLAN screen is displayed, this CC definer position is blank.
3	7–16	EIN. Operator enters the hyphen after the first two digits.
4	17	File source code—“P”, indicates that the record is located on the ZTIF database.
5	19–22	Name control.
6	1–4	Plan number. This field must be numeric. The valid range is 001–999.
7	6	TC000 intent indicator. You must enter “Y” for Transaction Code 000. For the other nine transaction codes you may make the intent indicator “N ” or leave it blank. If you leave it blank, the EPLAN screen displays “N” by default.

A valid EPLAN request brings up the formatted EPLAN screen. See Exhibit 2.4.46-2.

Exhibit 2.4.46-2 (01-02-2020)**EPLAN Screen**

The EPLAN request (See Exhibit 2.4.46-1) gets the formatted EPLAN screen that allows the user to tab from data entry field to data entry field. EPLAN screen layout:

	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	4	4	4
1	E	P	L	A	N		n	n	-	n	n	n	n	n	n	P		x	x	x	x		n	n	n		x	T	C	N		P	Y		N	P	L
2	+																																				
3	=																																				
4	+																																				
5	I																																				
6	=																																				
7	=																																				
8	+																																				
9	+																																				
10	+																																				
24	m	e	s	s	a	g	e		d	i	s	p	l	a	y		l	i	n	e																	
	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4

The EPLAN request (See Exhibit 2.4.46-1) is redisplayed on line 1 positions 1–28, but the CC definer is omitted. Position 23 has default “N” if it was blank in the request.

The screen shows 18 data input fields with delimiters (“=”, “+”, or “I”). It identifies each field with an abbreviation (literal). The abbreviation follows the right delimiter unless it doubles as delimiter. The positions and names of the display literals:

Exhibit 2.4.46-2 (Cont. 1) (01-02-2020)
EPLAN Screen

Line	Position	Literal	Name
2	8–10	TCN	LITERAL-TRANS-CD
2	12–13	PY	LITERAL-PLAN-YR-ENDING-MONTH
2	15–17	NPL	LITERAL-NEW-PLAN-NUM
3	Various	+	PLUS-DELIMITER
3	36–39	P1	LITERAL-PLAN-NL1
4	1]	BRACKET-DELIMITER
4	36–39	P2	LITERAL-PLAN-NL1
5	Various	=	EQUAL-DELIMITER
5	36–39	ADM1	LITERAL-ADMIN-NL-1
6	Various	=	EQUAL-DELIMITER
6	36–39	ADM2	LITERAL-ADMIN-NL-2
7	Various	+	PLUS-DELIMITER
7	36–38	STR	LITERAL-STR-ADDR
8	Various	+	PLUS-DELIMITER
8	1–20	CY	LITERAL-CITY
8	24–25	ST	LITERAL-STATE
8	29–37	ZC	LITERAL-ZIP-CODE
9	Various	+	PLUS-DELIMITER
9	1–9	AEIN	LITERAL-ADMIN-EIN
9	11–13	FFN	LITERAL-FILE-FOLDER-NUM
9	15–18	EFDT	LITERAL-PLAN-EFF-DT
10	Various	+	PLUS-DELIMITER
10	1	PFRC	LITERAL-FILING-REQUIREMENT-CD
10	3	ASI	LITERAL-ADMIN-SAME-IND
10	5	PDC	LITERAL-POSTING-DELAY-CD
11	Various	=	EQUAL-DELIMITER
11	1–26	RM	LITERAL-REMARKS

Exhibit 2.4.46-3 (01-02-2020)
EPLAN Screen Input Fields

EPLAN data entry screen layout with input fields shaded:

	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4		
1	E	P	L	A	N		n	n	-	n	n	n	n	n	n	n	P		x	x	X	x		n	n	n		x	T	C	N		P	Y		N	P	L
2	+																																					
3	=																																					
4	+																																					
5]																																					
6	=																																					
7	=																																					
8	+																																					
9	+																																					
10	+																																					

Data fields information:

Exhibit 2.4.46-3 (Cont. 1) (01-02-2020)

EPLAN Screen Input Fields

EPLAN Screen Data Input Fields					
Notes applying to all the fields: All the delimiters are overlaid by data, except the “]” in line 4, position 1. All entries must begin in the first position of the input field; first positions must not have blanks. Data must not follow 2 consecutive blanks.					
Screen Literal	EPLAN Screen Input Fields	Ln.	Pos.	Delimiters	Valid Entries
TCN	Transaction code	1	9–11	TCN	000, 011, 012, 013, 016, 017, 020, 053, 127, 128
PY	Plan year ending month	1	13–14	PY	01–12
NPL	New plan number	1	16–18	NPL	001–999, but not same as plan number
P1	Plan name 1st line	3	1–35	+...+	1st-position: A–Z, 0–9. The others: A–Z, 0–9, &, -, or blank
P2	Plan name 2nd line	4	1–35]...+	Must not input unless P1 has been. A–Z, 0–9, &, %, /, or blank. Do not overlay “]” in position 1.
ADM1	Administrator name 1st line	5	1–35	=...=	Must not input if ASI has been. 1st position: A–Z, 0–9. The others: A–Z, 0–9, &, -, or blank. Must not put “SAME” in pos. 1–4.
ADM2	Administrator name 2nd line	6	1–35	=...=	Must not input unless ADM1 has been. 1st position:], A–Z. 0–9, &, -, %, or /. Other positions: A–Z, 0–9, &, -, %, /, or blank. If ADM2 is not administrator secondary-sort name line, the “]” must go in 1st position. A blank cannot follow “]”. Must not put “SAME” in positions 1–4.
STR	Administrator street address	7	1–35	+...+	A–Z, 0–9, &, -, %, /, or blank. See Exhibit 2.4.46-4.
CY	Administrator city	8	1–20	+...+	A–Z. 0–9, or blank

Exhibit 2.4.46-3 (Cont. 2) (01-02-2020)**EPLAN Screen Input Fields**

EPLAN Screen Data Input Fields					
ST	Administrator state	8	24–25	++	Must be input if ADM1 is. Valid 2-character state abbreviation. See Exhibit 2.4.46-4.
ZC	Administrator ZIP code	8	29–40	+...+	May be 5, 9, or 12 digits long. First 3 digits' range: 006–999. 4th & 5th positions must not be "00".
AEIN	Administrator EIN	9	1–9	+...+	Must contain nine numeric characters. The first two must be a valid District Office Code. See Exhibit 2.4.46-4.
FFN	File folder number	9	11–19	+...+	Must have 9 digits. First two must be a valid District Office Code.
EFDT	Plan effective date	9	21–28	+...+	Valid date in MMDDYYYY format
PRFC	Plan filing requirement code	10	1	+	N, T, U, X, or Z
ASI	Administrator-same indicator	10	3	+	1. Must not input when ADM1 has been.
PDC	Posting delay code	10	5	+	1–6
RM	Remarks	11	1–25	=...=	Must contain at least 3 characters.

Exhibit 2.4.46-4 (01-02-2020)**EPLAN Data Entry: Valid Abbreviations and District Office Codes**

Valid Address Abbreviations					
Abbr.	Words	Abbr.	Words	Abbr.	Words
AFB	Air Force Base	HWY	Highway	PO BOX	P.O. Box, Post Office Box, P.O. Box No.
&	And	%	In care of, Care of	RD	Road
APT	Apartment	LN	Lane	RD	Rural Delivery, R.D., RFD, R.R., Rural Route
AVE	Avenue	N	North	RT	Route, R., Rte
BLVD	Boulevard	NE	Northeast	S	South
CIR	Circle	NW	Northwest	SE	Southeast
CT	Court	1/4	One-fourth, One-quarter	SW	Southwest
DR	Drive	1/2	One-half	ST	Street
E	East	PKY	Parkway	TER	Terrace
GEN DEL	General Delivery	PL	Place	W	West

Exhibit 2.4.46-4 (Cont. 1) (01-02-2020)**EPLAN Data Entry: Valid Abbreviations and District Office Codes**

Valid State Abbreviations (ADP) and District Office Codes (DO)								
State	DO	Abbr.	State	DO	Abbr.	State	DO	Abbr.
Alabama	63	AL	Maryland	52	MD	South Dakota	46	SD
Alaska	92	AK	Massachu- setts	04	MA	Tennessee	62	TN
Arizona	86	AZ	Michigan	38	MI	Texas		TX
Arkansas	71	AR	Minnesota	41	MN	Austin	74	
California		CA	Mississippi	64	MS	Dallas	75	
Laguna Niguel	33		Missouri	43	MO	Houston	76	
Los Angeles	95		Montana	81	MT	Utah	87	UT
Sacra- mento	68		Nebraska	47	NE	Vermont	03	VT
San Francisco	94		Nevada	88	NV	Virginia	54	VA
San Jose	77		New Hampshire	02	NH	Washington	91	WA
Colorado	84	CO	New Jersey	22	NJ	West Virginia	55	WV
Connecticut	06	CT	New Mexico	85	NM	Wisconsin	39	WI
Delaware	51	DE	New York		NY	Wyoming	83	WY
District of Columbia	52	DC	Albany	14				
Florida		FL	Brooklyn	11				
Ft. Lauder- dale	65		Buffalo	16		A/C Interna- tional	98	
Jackson- ville	59		Manhattan	13		American Samoa		AS
Georgia	58	GA	North Carolina	56	NC	APO Americas		AA
Hawaii	99	HI	North Dakota	45	ND	APO Europe		AE
Idaho	82	ID	Ohio		OH	APO Pacific		AP
Illinois		IL	Cincinnati	31		Federated States of Mi- cronesia		FM

Exhibit 2.4.46-4 (Cont. 2) (01-02-2020)

EPLAN Data Entry: Valid Abbreviations and District Office Codes

Valid State Abbreviations (ADP) and District Office Codes (DO)								
State	DO	Abbr.	State	DO	Abbr.	State	DO	Abbr.
Chicago	36		Cleveland	34		Guam	98	GU
Springfield	37		Oklahoma	73	OK	Mariana Islands	98	MP
Indiana	35	IN	Oregon	93	OR	Marshall Islands		MH
Iowa	42	IA	Pennsylvania		PA	Palau		PW
Kansas	48	KS	Philadelphia	23		Puerto Rico	66	PR
Kentucky	61	KY	Pittsburgh	25		Trust Territories		
Louisiana	72	LA	Rhode Island	05	RI	Virgin Islands	66	VI
Maine	01	ME	South Carolina	57	SC			

Exhibit 2.4.46-5 (01-02-2020)
EPLAN Screen Messages and Error Flags

EPLAN flags errors with asterisks (*). This screen layout shades the error indicator locations and the message line:

	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	4	4	4	4						
1	E	P	L	A	N		n	n	-	n	n	n	n	n	n	n	P		x	x	x	x		n	n	n		x	T	C	N	*	P	Y	*	N	P	L	*						
2	+																																												
3	=																																												
4	+																																												
5]																																												
6	=																																												
7	=																																												
8	+																																												
9	+																																												
10	+																																												
24	message display line																																												
	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4	4	4				
												0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3

Message line 24 of the EPLAN screen can display any of these messages:

Exhibit 2.4.46-5 (Cont. 1) (01-02-2020)
EPLAN Screen Messages and Error Flags

EPLAN Messages Displayed on Screen Line 24	Explanation
ACCOUNT IS ALREADY ON FILE	The dummy account created by EPLAN is already on the TIF.
ADMINISTRATOR DATA MUST BE INPUT	Invalid entry of " SAME" in administrator name first line.
DATA IN NON-INPUT FIELD	Data entry outside the delimited input positions.
EPMF TIN NEEDED FOR EPLAN-RESTART	The TIN or file source code is not valid for EPMF.
ID INFO CHANGED-RESTART	The TIN, name control, plan number, or TC000 intent indicator on screen display line 1 has been altered after initial request input. Restart CC EPLAN.
INVALID DATA WITH TRANS CODE	Each TC has unique required, optional, and not-allowed fields.
INVALID EPLAN DEFINER	Definer must be " R" on initial request and blank for data input.
INVALID TIN	
INVALID TRANS CODE	Valid TCs: 000, 011, 012, 013, 016, 017, 020, 053, 127, or 128.
NAP IS UNAVAILABLE—TRY LATER	
NAME CONTROL INVALID	
NEWLY ESTABLISHED TIN—INTENT IND MUST BE Y	
ONE ENTRY REQUIRED IN EITHER FIELD	The given transaction code requires an entry in either the administrator-same indicator field or the administrator name field.
PLEASE CORRECT INCONSISTENCY	Interrelated fields failed a crosscheck.
PLEASE CORRECT INVALID DATA	
PLEASE INPUT DATA IN ONE FIELD ONLY	
REQUEST COMPLETED	All validity checks have been passed.
REQUIRED FIELD MISSING	A field required by a given transaction code is blank.
SYSTEM ERROR ON DATA BASE ACCESS	An irrecoverable error. Notify RPA.
TC000 PENDING FOR THIS PLAN NUMBER	The plan number has been set up but not yet posted to the TIF.
TRANS CODE CANNOT BE 000 WHEN INTENT IND=N	
TRANS CODE MUST BE 000 WHEN INT-IND=Y	

Exhibit 2.4.46-5 (Cont. 2) (01-02-2020)
EPLAN Screen Messages and Error Flags

The message "REQUEST COMPLETED" indicates successful data input. It is the only non-error message.

Exhibit 2.4.46-6 (01-02-2020)**Summary of EPLAN Input Fields by Transaction Code**

The table below gives a summary of the required (R), optional (O), and disallowed (shaded black) input fields for the ten transaction codes used with EPLAN. See Exhibit 2.4.46-7 through See Exhibit 2.4.46-18 show the input screen layouts for the individual transaction codes (TC).

Summary of Required and Optional Input Fields by Transaction Code													
KEY: R, required input; O, optional input: gray, input not permitted													
Screen Literal	EPLAN Screen Input Field	EPLAN Transaction Code											
		000	011	012	013	016	017	020	053	127	128		
TCN	Transaction code	R	R	R	R	R	R	R	R	R	R	R	R
PY	Plan year ending month	R	R		O					R			
NPL	New plan number			R									
FFN	File folder number						R						
EFDT	Plan effective date	O	O		O	O	O					O	O
PRFC	Plan filing requirement code	O	O		O	O	R	O			O	O	O
ASI	Administrator-same indicator	R			O							R	
PDC	Posting delay code	O	O	O	O	O	O	O	O	O	O	O	O
RM	Remarks	R	R	R	R	R	R	R	R	R	R	R	R
P1	Plan name 1st line	R	R			R						R	R
P2	Plan name 2nd line	O	O			O						O	O
ADM1	Administrator name 1st line		R								R		R
ADM2	Administrator name 2nd line		O								O		O
STR	Administrator street address		O								O		O
CY	Administrator city		R								R		R
ST	Administrator state		R								R		R
ZC	Administrator ZIP code		R								R		R
AEIN	Administrator EIN		R								R		R

Note that both TC000 and TC128 have two versions of the required, optional, or disallowed data entry fields. You enter **either** the administrator-same indicator **or** the full administrator information.

EPLAN with Transaction Code 000—Add New Plan—First Version

[illegible]

Exhibit 2.4.46-8 (01-02-2020)**EPLAN with Transaction Code 000—Add New Plan—Second Version**

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN screen request to use with Transaction Code 000. On the EPLAN screen layout below the only permitted input fields are blocked out character by character, and the required fields are shaded as well as blocked.

Second (See Exhibit 2.4.46-7 for the first) of two screens for TC000, showing the input that does NOT use the administrator-same indicator:

	1	2	3	4	5	6	7	8	9	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	4	4	4							
	0	1	2	3	4	5	6	7	8	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2					
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	Y	TCN	PY	N	P	L																		
2	+									+	F	F	N	+						+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C										
3	=																																														
4	+																																														
5]																																														
6	=																																														
7	=																																														
8	+																																														
9	+																		+	C	Y	+	+	S	T	+																					
10	+																																														
24	message display line																																														

The required input fields for TC000, second version:

- Transaction code (TCN), which must be 000
- Plan year ending month (PY)
- Remarks (RM)
- Plan name first line (P1)
- Administrator name first line (ADM1)
- Administrator city (CY)
- Administrator state (ST)
- Administrator ZIP code (ZC)
- Administrator EIN (AEIN)

The optional input fields for TC000, second version:

- Plan effective date (EFDT)
- Plan filing requirement code (PFRC)
- Posting delay code (PDC)
- Plan name second line (P2)
- Administrator name second line (ADM2)

Exhibit 2.4.46-8 (Cont. 1) (01-02-2020)

EPLAN with Transaction Code 000—Add New Plan—Second Version

- f. Administrator street address (STR)

EPLAN with Transaction code 011: Change Plan Number

EPLAN input screen layout for TC011:

[illegible]

- Transaction code (TCN), which must be 011
- New plan number (NPL)
- Remarks (RM)

a. Posting delay code (PDC)

Exhibit 2.4.46-10 (01-02-2020)**EPLAN with Transaction code 012—Reactivate Plan**

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 012. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

EPLAN input screen layout for TC012:

	1	2	3	4	5	6	7	8	9	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4	
	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	N	TCN	PY	NPL													
2	+									+	F	F	N	+						+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C			
3	=																																							
4	+																																							
5]																																							
6	=																																							
7	=																																							
8	+																																							
9	+																																							
10	+																																							
24	message display line																																							

The required input fields for TC012:

- Transaction code (TCN), which must be 012
- Remarks (RM)

The optional input fields for TC012:

- Plan year ending month (PY)
- Plan effective date (EFDT)
- Plan filing requirement code (PFRC)
- Posting delay code (PDC)

Exhibit 2.4.46-11 (01-02-2020)

EPLAN with Transaction Code 013—Change Plan Name

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 013. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

CC EPLAN input screen for TC013:

	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4	4		
1	E	P	L	A	N		n	n	-	n	n	n	n	n	n	P		x	x	x	x		n	n	n		N	T	C	N		P	Y		N	P	L			
2	+																																							
3	=																																							
4	+																																							
5]																																							
6	=																																							
7	=																																							
8	+																																							
9	+																																							
10	+																																							
24	message display line																																							
	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	4	4		
												0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2						

Required input fields for TC013:

- Transaction code (TCN), which must be 013
- Remarks (RM)
- Plan name first line (P1)

Optional input fields for TC013:

- Plan effective date (EFDT)
- Plan filing requirement code (PFRC)
- Administrator-same indicator (ASI), which must be 1
- Posting delay code (PDC)
- Plan name second line (P2)

Exhibit 2.4.46-12 (01-02-2020)**EPLAN with Transaction Code 016—Change Filing Requirement Code**

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 016. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

EPLAN input screen layout for TC016:

	1	2	3	4	5	6	7	8	9	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4				
	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	4						
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	N	T	C	N	P	Y	N	P	L										
2	+									+	F	F	N	+							+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C				
3	=																																					=	R	M		
4	+																																					+	P	1		
5]																																					+	P	2		
6	=																																					=	A	D	M	1
7	=																																					=	A	D	M	2
8	+																																					+	S	T	R	
9	+																																					+	C	Y		
10	+																																					+	S	T		
																																						+	Z	C		
24	message display line																																									

Required input fields for TC016:

- Transaction code (TCN), which must be 016
- Plan filing requirement code (PFRC)
- Remarks (RM)

Optional input field for TC016:

- Posting delay code (PDC)

Exhibit 2.4.46-13 (01-02-2020)

EPLAN with Transaction Code 017—Change File Folder Number

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 017. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

EPLAN input screen layout for TC017:

	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	4
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	N	T	C	N	P	Y	N	P	L													
2	+									+	F	F	N	+						+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C								
3	=																												=	R	M														
4	+																																												
5]																																												
6	=																																												
7	=																																												
8	+																																												
9	+																																												
10	+																																												
24	message display line																																												

Required input fields for TC017:

- Transaction code (TCN), which must be 017
- File folder number (FFN)
- Remarks (RM)

Optional input fields for TC017:

- Plan effective date (EFDT)
- Plan filing requirement code (PFRC)
- Posting delay code (PDC)

Exhibit 2.4.46-14 (01-02-2020)**EPLAN with Transaction code 020—Delete Plan**

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 020. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

EPLAN input screen layout for TC020:

	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	3	3	3	3	3	3	3	3	4	4	4														
1	E	P	L	A	N	nn - nnnnnnnnnP															xxxx				nnn			N	TCN	PY	NPL																											
2	+																+	F	F	N	+																+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C				
3	=																=	R	M																																							
4	+																																	+ P 1																								
5]																																	+ P 2																								
6	=																																	= ADM 1																								
7	=																																	= ADM 2																								
8	+																																	+ STR																								
9	+																+	C	Y	+	+	S	T	+																+ Z C																		
10	+																+	A	E	I	N																																					
24	message display line																																																									

Required input fields for TC020:

- Transaction code (TCN), which must be 020
- Remarks (RM)

Optional input field for TC020:

- Posting delay code (PDC)

Exhibit 2.4.46-15 (01-02-2020)

EPLAN with Transaction Code 053—Change Plan Year Ending Month

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 053. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

EPLAN input screen layout for TC053:

	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4			
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	N	TCN	PY	N	P	L											
2	+										+	F	F	N	+								+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C
3	=																																							
4	+																																							
5]																																							
6	=																																							
7	=																																							
8	+																																							
9	+																																							
10	+																																							
24	message display line																																							

Required input fields for TC053:

- Transaction code (TCN), which must be 053
- Plan year ending month (PY)
- Remarks (RM)

Optional input field for TC053:

- Posting delay code (PDC)

Exhibit 2.4.46-16 (01-02-2020)**EPLAN with Transaction Code 127—Change Administrator Data**

See Exhibit 2.4.46-1, paragraph (2)—especially the description of element 7—for the EPLAN request format to use with Transaction Code (TC) 127. On the layout below the only permitted input fields are blocked out character by character, and the required fields are gray as well as blocked.

EPLAN input screen layout for TC127:

	1	2	3	4	5	6	7	8	9	0	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	4	4	4								
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	N	T	C	N	P	Y	N	P	L															
2	+									+	F	F	N	+							+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C									
3	=																																														
4	+																																														
5]																																														
6	=																																														
7	=																																														
8	+																																														
9	+																																														
10	+																																														
24	message display line																																														

Required input fields for TC127:

- Transaction code (TCN), which must be 127
- Remarks (RM)
- Administrator name first line (ADM1)
- Administrator city (CY)
- Administrator state (ST)
- Administrator ZIP code (ZC)
- Administrator EIN (AEIN)

Optional input fields for TC127:

- Plan filing requirement code (PFRC)
- Posting delay code (PDC)
- Administrator name second line (ADM2)
- Administrator street address (STR)

Exhibit 2.4.46-17 (01-02-2020)**EPLAN with Transaction Code 128—Change Administrator Data and Plan Name, First Version**

See Exhibit 2.4.46-1, paragraph 2—especially the description of element 7—for the EPLAN screen request to use with Transaction Code (TC) 128. On the EPLAN screen layout below the only permitted input fields are blocked out character by character, and the required fields are shaded as well as blocked.

First (See Exhibit 2.4.46-18 for the second) of two screens for TC128, showing the input without the administrator-same indicator:

	1	2	3	4	5	6	7	8	9	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	3	4	4	4	4	4	4
1	E	P	L	A	N	n	n	-	n	n	n	n	n	n	n	P	x	x	x	x	n	n	n	N	T	C	N	P	Y	N	P	L													
2	+									+	F	F	N	+							+	E	F	D	T	+	P	F	R	C	+	A	S	I	+	P	D	C							
3	=																																												
4	+																																												
5]																																												
6	=																																												
7	=																																												
8	+																																												
9	+																			+	C	Y	+	+	S	T	+																		
10	+																																												
24	message display line																																												

The required input fields for TC128, first version:

- Transaction code (TCN), which must be 128
- Plan year ending month (PY)
- Remarks (RM)
- Plan name first line (P1)
- Administrator name first line (ADM1)
- Administrator city (CY)
- Administrator state (ST)
- Administrator ZIP code (ZC)
- Administrator EIN (AEIN)

The optional input fields for TC128, first version:

- Plan effective date (EFDT)
- Plan filing requirement code (PFRC)
- Posting delay code (PDC)
- Plan name second line (P2)
- Administrator name second line (ADM2)

Exhibit 2.4.46-17 (Cont. 1) (01-02-2020)

EPLAN with Transaction Code 128—Change Administrator Data and Plan Name, First Version

- f. Administrator street address (STR)

EPLAN with Transaction Code 128—Change Administrator Data and Plan Name, Second Version

Second See Exhibit 2.4.46-17 for the first) of two screens for TC000, showing the input version with the administrator-same indicator:

	1	2	3	4	5	6	7	8	9	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	4	4	4			
1	E	P	L	A	N		n	n	-	n	n	n	n	n	n	n	P		x	x	x	x		n	n	n	N		T	C	N		P	Y		N	P	L				
2	+																																									
3	=																																									
4	+																																									
5]																																									
6	=																																									
7	=																																									
8	+																																									
9	+																																									
10	+																																									
24	message display line																																									
	1	2	3	4	5	6	7	8	9	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	3	4	4	4		
										0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2

- Transaction code (TCN), which must be 128
- Plan year ending month (PY)
- Administrator same indicator (ASI), which must be 1
- Remarks (RM)
- Plan name first line (P1)

- Plan effective date (EFDT)
- Plan filing requirement code (PFRC)
- Posting delay code (PDC)
- Plan name second line (P2)

