



OREGON–SW WASHINGTON ELECTRICAL TRUSTS

April 23, 2020

To: All Contributing Employers

Re: **Required Contributions to the Benefit Funds under Families First Coronavirus Response Act of 2020 (FFCRA).**

The memorandum is to explain what contributions must be made to the Fringe Benefit Funds in Locals 48, 280, 659, and 932 for employees out on Emergency Paid Sick Leave and Family Medical Leave Expansion (FMLA) under FFCRA.

Employers with under 500 employees must provide up to 80 hours of paid sick leave. Qualifying events for an employee to have paid sick leave include:

1. Employee is quarantined for COVID-19 per federal, state, or local order
2. Employee is advised to self-quarantine by a health care provider
3. Employee is experiencing symptoms of COVID-19 and needs to seek medical attention
4. Employee is caring for someone that meets the criteria of (1) or (2)
5. Employee is caring for child whose school is closed due to COVID-19 or whose childcare provider is not available due to COVID-19 precautions
6. Employee is experiencing symptoms of another condition as determined by HHS.

Employers with under 500 employees must provide FLMEA. This must be provided to:

1. Employees who have been employed at least 30 days; and
2. Who cannot work or work remotely; and with
3. A minor child whose school is closed and whose primary paid caregiver is not available due to the COVID-19 outbreak.

If you have an employee receiving paid sick leave or FLMEA you MUST make contribution in the following ways:

Fund	Contribute (Yes or No)	Rate to Contribute
Harrison Trust	Yes	Contribution must be a flat amount of \$1250 for the Trust Plan, \$1315 for the Kaiser Plan, or \$1420 for Providence Plan (Ask your employee or call the Trust Office to determine which Plan)
Harrison Flex	No	
NEBF	Yes	3% of wages
District 9 Pension	No	
Edison Pension	No	

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Fund	Contribute (Yes or No)	Rate to Contribute
Cascade Pension	No, but	Some employers with Cat. II agreements requiring contributions based on a percentage of compensation or flat amount per month will still owe contributions for nonbargained employees. Contact the Trust Office if you have questions about your Cat. II agreement.
Cascade 401(k)	Yes	Amount the Employee deferred from wages
Cornell Hart 401(k)	Yes	Amount the Employee deferred from wages
BALMCC/LMCC	No	
NLMCC	No	
NECA Dues	No	
Basic Dues (932)	Yes	Amount withheld from wages
Working Dues	No	
Vacation (48 & 659)	No	
Vacation (932)	Yes	Amount voluntarily withheld from wages
Training Trust	No	
Admin Fund	No	
PAC	No	

To contribute on paid sick leave or FMLEA in EPR, create a Supplemental Report. Please name the report based on the work month and say COVID-19. Fill out the report with the employee's name, social, wages, hours, and the amounts you are paying for each fund you are contributing for. EPR will NOT calculate the amounts for you.

The report and payment are due by the 15th of the month following the month of work, just like any other report.