

Northern  
California  
District  
Council

# LiUNA!

5672 Stoneridge Drive, Suite 200  
Pleasanton, CA 94588  
Ph: (925) 469-6800 Fax: (925) 469-6900  
www.ncdclaborers.org

May 2, 2022

## OFFICIAL NOTICE

According to Section 28E – Wage and Fringe Benefit Increase of the 2022-2027 Laborers' Master Agreement, the Union may elect at its option to allocate each increase to any or all of the following: Wages, Health and Welfare, Pension/Annuity, Vacation-Holiday-Dues Supplement, Training-Retraining/Apprenticeship or Laborers-Employers Cooperation and Education Trust (L.E.C.E.T.). Therefore, effective June 27, 2022, a two dollar (\$2.00) per hour wage and fringe benefit increase will be allocated as follows:

### June 27, 2022 – Wage and Fringe Benefits Allocation:

Wages	additional	\$1.20 per hour
Health and Welfare	additional	\$0.30 per hour
Pension	additional	\$0.50 per hour
<b>Total</b>	<b>additional</b>	<b>\$2.00 per hour</b>

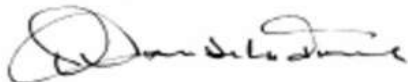
Individual Employers who do not sign the 2022-2027 extension agreement shall be subject to an additional \$0.25 per hour increase. Such increase shall be allocated to annuity.

Please also note the following change pursuant to Supplement No. 1 of the 2022-2027 Laborers' Master Agreement, effective June 27, 2022:

### June 27, 2022 – Labor Foreman Rate:

\$3.00 per hour above the highest classification in this Agreement working under his/her direction.

Sincerely,



Oscar De La Torre  
Business Manager  
Northern California District Council of Laborers

ODLT:asa  
liuna67

Affiliated with Laborers' International Union of North America  
serving the 46 Northern California Counties



Discrepancy & Liquidated Damages Statements:  
10th - 12th of each month

Employer Reporting Forms:  
23rd - 25th of each month

Delinquency Notices:  
22nd - 25th of each month

## Employer Services Phone Menu

When calling our department phone number, **707-863-3480**, you can choose from the following menu options:

- Employer Services - 1
- Delinquencies - 3
- Reciprocity - 5
- Web - 2
- Audit - 4
- LDs - 6

## Delinquency Notice

Employer contributions are due the 15th each month. If the monthly contributions or reports are not received or postmarked by the 25th, contributions are considered delinquent. Each month, as the 25th nears, the Fund will issue a Delinquency Notice that lists the report period missed.

If you receive a Delinquency Notice, but are certain that the report was mailed on time, the report and notice likely crossed in the mail. If this is the case, call the Employer Services department to confirm receipt of your report. If you did not employ any laborers for the period listed on the Delinquency Notice, simply sign it where indicated and return to the Fund Office via mail or email to [AR@lfao.org](mailto:AR@lfao.org) or log into the Employer Portal and select the appropriate box.

If your report is not yet mailed, please do so immediately. Remember, contributions received late are subject to liquidated damages and interest. To avoid a Delinquency make certain that the contribution form and report are submitted on time and completed accurately.

## Completing Your Contribution Form

### Do's:

- Use Contribution Report Form mailed to you
- Submit contribution report if you have NO hires for the month
- Write laborers' SSNs and DOBs clearly
- Inactivate the mailing of reporting forms if no longer employing laborers
- Verify contribution columns added accurately
- Mail contribution reports/payment to BANK
- Report prior month adjustments on separate sheet and send it to the Trust Fund Office.

### Don't's:

- Copy a previous report to use; it has a unique number that is only valid once. If you need to report additional hours for a previous period or need a supplemental report, contact the Trust Fund Office.
- Create your own report for submission - rather use the one sent to you by the Trust Fund as it has a unique identifying number.
- Send payment by certified mail

## Reporting requirements under Section 28A of the Laborers Master Agreement

If any of your employees are no longer performing covered work within the recognized jurisdiction of the Northern California Laborers Master Agreement and your collective bargaining agreement and your company desires to continue coverage on their behalf please contact the Laborers Local Business Manager in your area to identify names and classifications of any such participating individuals and execute a supplemental participation agreement with that information. Contributions on behalf of supervisory personnel above the rank of foreman are allowed under the provisions of the Laborers Master Agreement as identified in Section 28A.

In coordination with your Local Union Business Manager, written notification of your classification changes in personnel will need to be provided to the Laborers Administrative Trust Funds Office in order that appropriate reporting forms may be provided to your company. If you have any questions please contact the Northern California District Council of Laborers or your Local Business Manager. Review the diagram on the next page for more information.

# Employer Services Help Desk & Services

## Services

- Help with Rate Changes
- Request Status Letters
- Employer Portal Assistance
- Help with Contribution Reports
- Reciprocity Questions
- Subcontracting Requirements
- Reporting Status

Need Assistance to login?

➤ Contact Leilani A. (707) 366-7270

Login Instructions: [click here](#)





## WHY?

- You can log on anywhere at any time!
- Less chance of error.
- Hold historical records.
- No more PAPER!
- No more cumbersome calculations, math is done for you.
- Safeguards account information



## HOW?

For an Invitation Code & Brief Instructions call, (707) 863-3480

- Jessica O. ext. 8276
- Leilani A. ext. 8270
- Jessica P. ext. 8275

For step-by-step Guide, [click here](#).

Proceed to employer portal, [click here](#)

# REPORTING ONLINE

## Contributions

Convenient – Eco-friendly - Secure

[www.norcalaborers.org](http://www.norcalaborers.org)





### LET'S WORK TOGETHER.

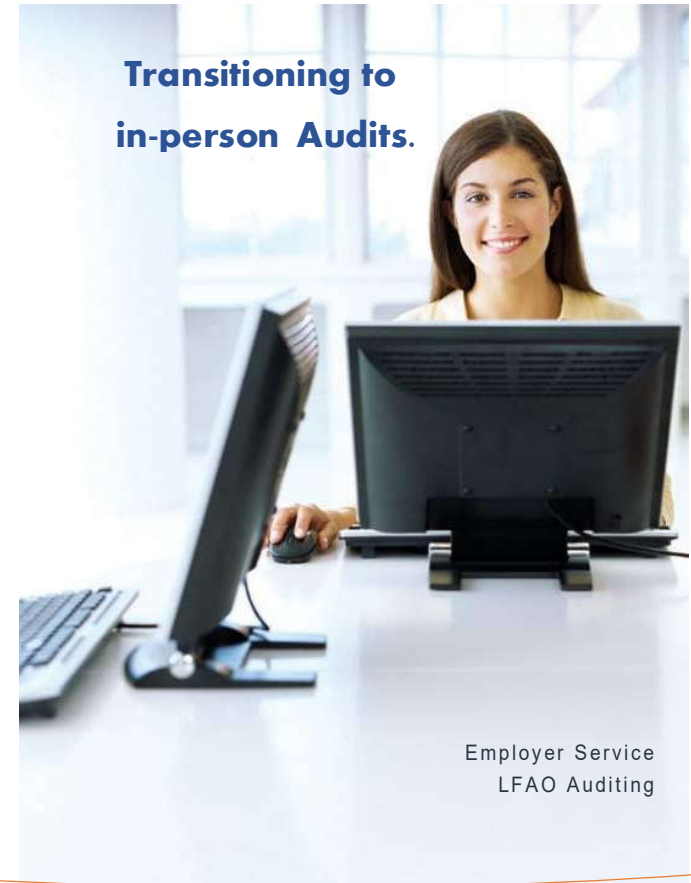
Your cooperation will enable us to complete the audit as soon as possible and to take no more of your time than is needed.



## Northern California

Northerly boundary of Kern County, the Northerly boundary of San Luis Obispo County, and the Westerly boundaries of Inyo and Mono Counties, which includes the following counties: Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo and Yuba.

## Transitioning to in-person Audits.



Employer Service  
LFAO Auditing

We are always looking for ways to grow and help your organization.

What often starts as a routine audit turns into a strategic plan to drive the future success of your company.



Laborers Funds  
Administrative  
Office of  
Northern  
California

5672 Stonebridge Drive  
Pleasanton, Ca 94588  
(707) 863-3480  
[www.LFAO.org](http://www.LFAO.org)

We are ready for in person auditing and together, we can create a safe environment for both our LFAO team and your staff.



## **KEEPING EVERYONE SAFE**

- ✚ Our auditors are fully vaccinated and ready to meet you in person.
- ✚ Auditors complete daily COVID symptoms screening.
- ✚ Auditors will follow CDC mask requirements.
- ✚ Auditors will work with the employer to create a safe environment, by requesting a work area that is socially distant from office staff.

**Ready for an in-person Audit?  
Just inform the Auditor.**

If you are contacted for an audit and would like an LFAO Auditor to visit your office, just tell the auditor when they contact you.

### **Tips for In-Person Audits.**

- Review with the auditor what is needed for the audit.
- Have payroll reports printed.
- Confirm the Time and Date.
- Confirm Location.
- Allow 4-6 hours each day.
- Organize your files in folders.
- Prepare a work area.
- Ask Questions.

**Not ready for an in-person audit.  
We have solutions.**

Our audit team will work with you to perform a remote audit. It is simple!

### **Here are some options:**

- Mail in copies of documents.
- Mail in USB.
- Upload documents to the Employer Audit Portal.

Our auditors will guide you through the streamlined and secure process.

## **LFAO AUDITORS**

**Andrew Fernandez**  
LFAO Auditor  
[afernandez@lfao.org](mailto:afernandez@lfao.org)



**Anabel Llanos**  
LFAO Senior Auditor  
[anllanos@lfao.org](mailto:anllanos@lfao.org)



**Joe Shephard**  
LFAO Senior Auditor  
[jshepherd@lfao.org](mailto:jshepherd@lfao.org)



**Ana Sorensen**  
Employer Service  
Audit Manager  
[asorensen@lfao.org](mailto:asorensen@lfao.org)







Would you like to learn about the 3 different types of Reciprocity Agreements administered by LFAO?

**The following summary page will give you a high-level understanding of their differences.**

(1) LEBPCT

(Laborers-Employers Benefit Plan Collection Trust)

(2) MFM

(Money follows the Member)

(3) KEYMAN Agreement



# LEBPCT

## Laborers-Employers Benefit Plan Collection Trust

1. Pipeline work that is performed anywhere within the United States gets reported to LEBPCT.
2. LEBPCT then distributes the funds to the appropriate Trust Funds.

### Hosting Local

Supplemental  
Dues, Training  
Fund &  
Administrative  
(Other) Funds such  
as: CA & ISF

### Home Local

Pension, Annuity,  
Vacation and  
Health/Welfare  
Funds.

\*Funds will be pro-  
rated to LFAO rates

Pension, Annuity and Vacation may go to the Hosting Local ONLY if the Home Local does not administer them. Otherwise they go to the Home Local.

# The 3 types of Reciprocity Agreements

## MFM

### Money Follows the Member Agreements

1. Initiated at a member level.
2. If a member is working out of their Home Trust Funds jurisdiction, they fill out this agreement at the Local Union where they are performing the work.
3. This agreement allows the Hosting Trust Fund to send H&W and PEN contributions reported on the members behalf to the members Home Trust Fund.
4. Funds will be pro-rated to LFAO rates.

\*A Reciprocity Agreement between the Hosting Trust Fund and Home Trust Fund must be in place for the MFM to be valid and administered.

## KEYMAN

### Keyman Agreements

1. Allows employer to take their key (primary) worker outside of their Home Local area.
2. Initiated at an employer level.
3. This agreement is authorized by both the Hosting Local and the Home Local.
4. This allows the employer to pay both the Home and Hosting rates to each Trust Fund.

### Hosting Local

All the working funds go to the Local in which the work is being performed at the Hosting Locals contribution rate.

Such as:  
CA, ISF, TRN &  
SUPPLEMENTAL DUES

### Home Local

All the benefit funds go to the Home Local of the members at the Home Locals contribution rate.

Such as:  
PEN, H&W,  
ANN & VAG.