

Employer Bulletin Online Only

Just a reminder that our Employer Bulletin will be published on our website only. Please visit www.norcalaborers.org, the bulletins can be found in the Employer section of the site or in the Updates area of the Home page.

Your Portal Invitation Code

If you have your Employer Portal invitation code, please log into our website www.norcalaborers.org and click on Employers/Employer Portal to sign in and set up your profile.

GUIDANCE: From our website click the EMPLOYERS tab, scroll down to INFORMATION and select Employer Portal Guide. You will have two options to choose from [1] Employer Portal Guide [2] Employer Portal Quick Start. Both guides give assistance in getting started while one is a bit more in-depth than the other.

If you have not received an invitation code or if you need further assistance please contact Employer Services at: [707-863-3480](tel:707-863-3480) extension 267 or 269

Subcontractor Agreements

General Contractors should obtain a release or status letter from the Fund Office for subcontractors utilizing laborers on their projects prior to releasing payments to the subcontractor.

Remember, under the Laborers Master Agreement, the General Contractor has the primary obligation for performance of all conditions of the Master Agreement by your subcontractors, including the payment of fringe benefit contributions to the Trust Funds.

We appreciate the working relationship that exists between the employers and the Fund Office and make this request to help protect the interest of your company and the Trust Funds, as well as the benefits of the laborers working on your projects.

REMINDER: Employer Services/Accounts Receivable has a New Phone Number

Employer Services has a new phone number 707-863-3480. If you need to reach Employer Services you can use either the main number at the Laborers Administrative Office of 707-864-2800 or our new number of 707-863-3480. There are new prompts associated with our new number so please listen to them before making your selection. You will have the following options:

- | | | |
|-----------------------|--------------------------|------------------------|
| [1] Employer Accounts | [3] Employer Delinquency | [5] Reciprocity |
| [2] Employer Portal | [4] Audits | [6] Liquidated Damages |

If you know your parties extension, you can press [8], then enter the extension. You can still reach Employer Services through our Main number along with our other Departments, as listed below.

Main Trust Fund Directory & Menu Options

Language	Direct Extension	Company Directory	Operator
[1] English [2] Spanish	[8] to dial an extension	[9] to access company directory	[0] to reach Operator
Departments			
[1] Health & Welfare	[2] Pension	[3] Annuity	[4] Vacation
[5] COBRA	[6] Employer Services	[7] Accounting	
Health & Welfare		Accounting	
Eligibility, doctor/hospital claims, and other medical benefits		1099R tax forms, W-9 request for taxpayer ID numbers.	
Pension/Annuity		Employer Services	
Pension applications, disability credit, and Annuity benefits.		Status of reporting forms, collections, audits.	

Report 170 Hours per Month for Supervisor Personnel Above the Rank of Foreman

Reminder regarding fringe benefit contributions that are being paid to the Trust Funds on behalf of your Supervisory Personnel. The CBA addresses this issue, see below.

Section 28A of the Laborers Master Agreement wherein it states:

“The Union and the Employer agree that the individual Employer covered by the Master Agreement may continue the coverage of their supervisory personnel above the rank of foreman in the Laborers Health & Welfare Trust Fund for Northern California, the Laborers Pension/Annuity Trust Funds for Northern California, the Laborers’ Vacation Holiday Dues Supplement Trust Fund for Northern California, the Laborers Training-retraining/Apprenticeship Trust Fund for Northern California, by paying in to all Trusts monthly on the basis of one hundred seventy (170) hours per month in accordance with the schedules set forth in the Master Agreement regardless of the hours worked by any such employee in a month provided, however, the Individual Employer having made one (1) payment on an employee shall continue to make such a payment so long as the employee is in his/her employ.”

CA Assembly Bill-1701

(Labor-Related Liabilities: Original Contractor)

Included with your most recent contribution reports is a notice with information regarding the recently signed AB-1701 legislation, which goes into effect January 1, 2018, as well as the Trust Fund Office’s response strategy and web solution. Please visit www.norcalaborers.org and click the EMPLOYERS tab for more information.

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 fax [707-864-5856](tel:707-864-5856).

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 a Contribution Report Form

- DO** Use Contribution Report Form mailed to you
- DO** Submit contribution report if you have NO hires for the month
- DO** Write laborers’ SSNs and DOBs clearly
- DO** Inactivate account if no longer employing laborers
- DO** Verify contribution columns added accurately
- DO** Mail contribution reports/payment to BANK
- DO** Report prior month adjustments on separate sheet and send it to the Trust Fund Office.
- DO NOT** 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.
- DO NOT** Create your own report for submission- rather use the one sent to you by the Trust Fund as it has a unique identifying number.
- DO NOT** Send payment by certified mail, as it will delay the payment process

Trust Fund Mailing Calendar

Discrepancy & Liquidated Damages Statements:

10th - 12th of each month

Employer Reporting Forms:

23rd - 25th of each month

Delinquency Notices:

22nd - 25th of each month