

OPERATING ENGINEERS TRUST FUNDS – LOCAL 12
Families First Coronavirus Response Act
Contributions to Health & Welfare Fund

QUESTIONS AND ANSWERS – PAID SICK LEAVE/EXPANDED FMLA

- 1. Q: Do I have to pay contributions for Paid Sick Leave/Expanded FMLA paid to my employees?**
A: Yes, send an email to Felicia Alcaarez at FAlcaarez@oefi.org indicating you have Paid Sick Leave/Expanded FMLA hours to report. Felicia will give you guidance on how those hours will be remitted to the Trust Fund.
- 2. Q: Do I have to pay full fringe benefit contributions for Paid Sick Leave/Expanded FMLA?**
A: If paying Paid Sick Leave/Expanded FMLA to an employee, only H&W contributions will be due.
- 3. Q: I report through the portal, there is no option for me to only pay H&W contributions for my employees that were Paid Sick Leave/Expanded FMLA?**
A: You must contact Felicia Alcaarez at FAlcaarez@oefi.org, she will give you access to an additional remittance, it will only include H&W contributions.
- 4. Q: I did not receive a paper employer report form for me to only pay H&W contributions for my employees that were Paid Sick Leave/Expanded FMLA?**
A: If you are one of the few employers that continues to receive paper report forms, right now is a good opportunity to switch to the portal. Contact Felicia Alcaarez at FAlcaarez@oefi.org for assistance on switching to the portal or to receive a H&W contribution only employer report form. The first employer report form will be emailed to you, subsequent employer report forms will be mailed.
- 5. Q: I have multiple agreements that required different H&W contribution rates, how will I report these?**
A: You must continue to report your employees under the correct H&W contribution rate.
- 6. Q: How will the Operating Engineers Trust Fund Compliance Auditor know full fringe benefit contributions were not due for my employees when on Paid Sick Leave/Expanded FMLA?**
A: It is advisable these hours are paid utilizing a distinct payroll code, different than what is used for paying hours worked or paid (REG/OT/DT/OTHER). The employer will be required to provide relevant records pertaining to employees on Paid Sick Leave/Expanded FMLA.

FIXED RATE H&W

- 7. Q: If my employee works part of the month and is on Paid Sick Leave/Expanded FMLA the remainder of the month, do I pro-rate the Flat Rate?**
A: No, the full H&W Flat Rate will be due.
- 8. Q: What if I report both Hourly or Flat Rate, based on the hours worked/paid?**
A: Worked/Paid and Paid Sick Leave/Expanded FMLA hours must be combined to determine if the Hourly Rate or Flat Rate will apply, also contact Felicia Alcaarez at FAlcaarez@oefi.org for further guidance.