

ILWU-PMA JOINT COAST LABOR RELATIONS COMMITTEE

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QUESTIONS AND ANSWERS REGARDING APPLICATION OF COASTWISE WORKPLACE EXCLUSION PAY, CORRESPONDING BENEFITS, AND COVID-19 TESTING PAY

The following questions and answers are provided to address questions we anticipate workers will have regarding the workplace exclusion pay, corresponding benefits, and COVID-19 testing pay agreed to by the Coast Labor Relations Committee (CLRC) in CLRC Mtg. No. 1-21.

1. How does a worker apply for workplace exclusion pay and corresponding benefits or COVID-19 testing pay?

The worker applies online using their phone or computer at Pacific Maritime Association's (PMA) Web Portal at: <https://selfservice.pmanet.org>. The worker will complete the application for workplace exclusion pay and corresponding benefits by selecting reason #7. If a worker is seeking COVID-19 testing pay only, he/she will select reason #8. The worker then clicks "submit" to process the application.

2. If a worker has any questions regarding how to apply for workplace exclusion pay and corresponding benefits or COVID-19 testing pay, who does he/she contact?

A worker may call his/her union representative or the PMA Payroll number, (888) PMA-1234 (888-762-1234), with questions. The union representative or PMA representative cannot complete the application on behalf of the worker but can assist in answering questions regarding the application process. The worker may also contact the local PMA representatives in Southern California at (310) 847-1615, in Northern California at (510) 891-4631, and in the Pacific Northwest (PNW) at (503) 827-4040.

3. How are benefits treated under CLRC Mtg. No. 1-21?

Under CLRC Mtg. No. 1-21, any exclusion pay provided to a worker will be converted into corresponding work hours and used to determine benefit eligibility consistent with the PCL&CA. Under the PCL&CA, non-registered workers such as casuals are not eligible for holiday, vacation, welfare, or pension. If such workers subsequently become registered, any hours accrued under CLRC Mtg. No. 1-21 will be counted for holiday, vacation, and pension qualifying purposes only per the PCL&CA. Exclusion pay will be eligible compensation for elective deferrals and employer contributions to the ILWU-PMA Savings

(401(k)) Plan. To convert exclusion pay into corresponding work hours an individual's daily average hours will be calculated by dividing their total hours worked for the last six months by the number of calendar days in the preceding six months multiplied by five-sevenths (5/7), to represent five days in a seven-day payroll week and then rounded up two decimals and capped at 8 hours.

The equation is:
$$\frac{\text{Total hours worked for the last 6 months}}{\# \text{ of calendar days in last 6 months} \times 5/7}$$

* The result will then be rounded up two decimals and capped at 8 hours to derive final daily average hours.

4. When may a worker start receiving workplace exclusion pay and corresponding benefits or COVID-19 testing pay?

Exclusion pay, corresponding benefits, and COVID-19 testing pay are available retroactively starting on November 30, 2020 and will terminate with the expiration of the Cal/OSHA COVID-19 Prevention Emergency Temporary Standard (ETS) regulation. Where there are modifications to the ETS regulation or its interpreting Cal/OSHA guidance, conforming modifications to the exclusion pay, corresponding benefits, and COVID-19 testing pay may be appropriate.

5. Is any worker prohibited from submitting an application?

No worker is prohibited from filing an application through PMA's Web Portal.

6. How long will it take for the worker to receive an answer to an application?

A worker will be able to view the status of his/her application in PMA's Web Portal. In most circumstances, the status of the application will be updated within a week from the date of the application. Delays in the application review process may occur based upon the volume of applications received. Applications will be processed in priority order based on the date submitted.

7. Will a worker be able to track progress on his/her application for review?

Yes, the worker will be able to log onto PMA's Web Portal and check their own application history to determine the application's status as in process, approved, or denied.

8. Will workers receive workplace exclusion pay and corresponding benefits based upon any hours and wages earned working for companies that are not members of PMA?

No, the CLRC agreement in CLRC Mtg. No. 1-21 does not apply to companies that are not members of PMA.

9. How is eligibility determined for workplace exclusion pay and corresponding benefits?

A worker is eligible to receive workplace exclusion pay and corresponding benefits if the worker is able and available to work but excluded from the workplace because the worker either tests positive for COVID-19, as a result of workplace exposure (based on contact tracing) or is exposed to someone at work who has tested positive for COVID-19 (based on contact tracing). Only workers who receive the “Notice to ILWU Worker 1 for COVID-19 Exposure” are eligible to apply for exclusion pay and corresponding benefits.

10. Under which reason would a worker apply for workplace exclusion pay and corresponding benefits on PMA’s Web Portal?

Reason 7: You received the “Notice to ILWU Worker 1 for COVID 19 Exposure” letter from the JPLRC.

11. Does a worker need to provide any documentation to request workplace exclusion pay and corresponding benefits?

No.

12. What are the reasons for which a worker may be denied workplace exclusion pay and corresponding benefits?

There are several possible reasons:

A worker whose COVID-19 exposure is demonstrably not work related, will be denied workplace exclusion pay and corresponding benefits.

A worker who becomes symptomatic due to workplace exposure will be denied workplace exclusion pay and corresponding benefits because the worker is not considered “able and available” to work in such circumstances. If an excluded worker becomes sick with COVID-19, he/she may seek paid leave under CLRC Mtg. No. 29-20, Item 3(iv), “Experiencing symptoms of COVID-19, and seeking supporting documentation.”

13. Under which reason on the Web Portal would a worker apply for COVID-19 testing pay?

Reason 8: You received either the “Notice to ILWU Worker 2 - Multiple COVID-19 Exposures” letter or the “Notice to ILWU Worker 3 - Major Outbreak” letter from the JPLRC.

14. Does a worker need to provide any documentation to request COVID-19 testing pay?

Yes, workers will be required to upload the test results to receive COVID-19 testing pay.

15. How does a worker provide documentation to support an application on PMA’s Web Portal?

A worker may upload a document in the following formats: PDF, GIF, JPEG, DOC, DOCX.

16. How is a worker’s exclusion pay and corresponding benefits determined?

The daily average wage is calculated by dividing the gross wages by the number of calendar days in the preceding six months multiplied by five-sevenths (5/7), to represent five days in a seven-day payroll week.

The equation is:
$$\frac{\text{Gross Wages for the last 6 months}}{\# \text{ of calendar days in last 6 months} \times 5/7}$$

A worker may receive an amount up to worker’s daily average wage for each day excluded. As discussed above in Question 3, benefits are maintained based upon the worker’s exclusion pay consistent with the PCL&CA.

17. What will the worker receive with respect to COVID-19 testing pay?

The worker will be paid a sum equivalent to two hours at the individual’s basic straight-time rate for each test taken. COVID-19 testing pay only applies if the worker was not already eligible for the workplace exclusion pay and received an “Notice to ILWU Worker 2 - Multiple COVID-19 Exposures” letter or the “Notice to ILWU Worker 3 - Major Outbreak” letter from the JPLRC. A worker’s claim that a test took longer than two

hours may be submitted to the JPLRC for consideration. The agreed to sum paid for COVID-19 testing pay will not count as qualifying hours for benefits purposes.

- 18. Can a worker receive Pay Guarantee Plan (PGP) payments, Clerk Work Opportunity Guarantee (CWOOG) payments, or pay for CLRC COVID-19 Related Leave on the same day they receive exclusion pay and corresponding benefits?**

No.

- 19. Are workers who are jointly employed by and paid through local Joint Port Labor Relations Committees (JPLRC), such as dispatchers, eligible for workplace exclusion pay?**

Yes.

- 20. Will paid hours of workplace exclusion pay count as qualifying hours for benefits purposes?**

Yes. Workplace exclusion pay will count as hours credits for pension, welfare and vacation benefits, and will count as eligible compensation for elective deferrals and employer contributions to the ILWU-PMA Savings (401(k)) Plan.

- 21. Do PGP, CWOOG, and training wages count in one's daily average wage?**

Yes, PGP, CWOOG, and training wages are counted in determining the daily average wage.

- 22. Do steady guarantee payments count towards the calculation of one's hours?**

Yes.

- 23. Are these workplace exclusion and COVID-19 testing payments taxable?**

Yes, these are treated like normal wages in withholdings and deductions.

24. Can a worker receive exclusion pay for the same period of time that they are receiving or have received leave under CLRC Mtg. No. 29-20?

No. While there is one overlapping category under CLRC Mtg. No. 29-20 and CLRC Mtg. No. 1-21 (individuals who test positive for COVID-19 but remain asymptomatic), a worker cannot receive paid leave under both CLRC Mtg. No. 29-20 and CLRC Mtg. No. 1-21 simultaneously. Those testing positive for COVID-19 due to exposure in the workplace but remaining asymptomatic should seek exclusion pay under CLRC Mtg. No. 1-21 in order to preserve availability of the benefit provided by CLRC Mtg. No. 29-20.

25. Is a worker eligible for exclusion pay under CLRC Mtg. No. 1-21 and paid leave under CLRC Mtg. No. 29-20 stemming from the same workplace exposure?

Depending on the timing of an individual's exclusion from the workplace and subsequent development of COVID-19 symptoms, an individual may, prior to becoming symptomatic, receive exclusion pay under CLRC Mtg. No. 1-21. The development of symptoms, if this occurs, means that an individual is no longer able and available for work and thus their exclusion pay will cease and the individual must apply for paid leave under CLRC Mtg. No. 29-20.

26. Will the worker receive the workplace exclusion payment after the application is approved?

The worker will receive the workplace exclusion payment(s) in the payroll period immediately following the application's approval. For example, payroll runs each Tuesday for the prior Saturday to Friday work week. Payroll will process all requests received and approved before Monday from the week prior (Sunday is the review cutoff day); approved payments then will be issued on Friday and the worker will see the paid leave benefits in the worker's paycheck. Paid leave requested for future dates will be paid during the payroll cycle under which they fall.

27. How long will a worker be eligible to receive workplace exclusion pay?

For each instance that a worker receives a notice of COVID-19 exposure letter from the JPLRC, the worker will be eligible for workplace exclusion pay for up to 10 days. If the worker is not able to return after 10 days, it is an indication that the worker is not able and available to work due to illness and the worker may be eligible for leave under CLRC Mtg. No. 29-20 or other benefits.

28. If a worker arrives at a workplace, but is turned away because they demonstrate COVID-19 symptoms, are they eligible for workplace exclusion pay?

No, a worker who arrives at a workplace with COVID-19 symptoms is not eligible for workplace exclusion pay, but may seek paid leave under CLRC Mtg. No. 29-20, Item 3(iv) (“Experiencing symptoms of COVID-19 and seeking supporting documentation”).