

Northern California Pipe Trades Trust Funds for UA Local 342
935 Detroit Avenue, Ste 242A
Concord, CA 94518-2501
925/356-8921 Ext 713
tfo@ncpttf.com

DECEMBER 2020
NOVEMBER 2020 HOURS



EMPLOYER CONNECTION

Special points of interest:

- Reporting Adjustments
- Employer Responsibility
- Holidays
- Supplemental 401(k) Retirement and HRA Enrollment
- Return All ECR Pages
- Website

Lead Story / Reporting Adjustments

If you find that an Employee's hours and/or contributions were reported to our office incorrectly, or in error, an adjustment will be required. In order for our office to process an adjustment, the Employer will need to report the adjustment on a separate ECR Form reflecting the Work Month in which the hours were originally reported (e.g. a mistake in the amount of March hours reported is discovered when completing April ECR Forms; report the adjustment on a March ECR Form). **DO NOT LIST NEGATIVE HOURS ON THE CURRENT WORK MONTHS ECR FORMS.** If an adjustment is required, our office can provide you with the applicable ECR Forms as needed. **NOTE:** Our office is unable to process adjustments of Credit Union contributions once the money has been transferred into the Employee's Credit Union account. Other adjustments involving HRA and/or 401(k) are subject to review.

** Employer Responsibility **

As an Employer it is your responsibility to report all hours worked and paid accurately. Deductions taken out for Credit Union, 401(k) and additional HRA must be remitted in full. By returning the enclosed ECR Form the Employer certifies under the penalty of perjury that the information contained herein is correct, that all hours worked or paid during the period covered are reported herein. Failure to pay the full amount will result in the assessment of liquidated damages and other potential penalties.

HOLIDAYS — Submit Your ECR Forms ASAP

Our office, UA Local 342, and the Credit Union Office will be closed on December 24th, 25th, 31st and January 1st in observance of the Christmas and New Year's holidays. Please keep this in mind and allow sufficient time for mail service and delivery to the bank. As a reminder, *reports and contributions are due and payable at the bank by the 15th of the month following the work month and are delinquent if not received at the bank by the 22nd (you are urged to contribute at least the 401(k) deferrals by the 15th business day).* Failure to report and pay timely or issuance of a non-sufficient funds check will result in assessment of Liquidated Damages and Interest Charges.



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SUPPLEMENTAL 401(K) RETIREMENT AND HEALTH REIMBURSEMENT ACCOUNT (HRA) ENROLLMENT

Eligible employees may change their enrollment/deductions under the Collective Bargaining Agreement (CBA) *effective with January 2021 hours*. If an employee has any questions regarding Enrollment Changes under the CBA, please refer the employee to UA Local 342 at 925/686-5880.

Dispatches will be issued by UA Local 342 in December for any Enrollment Changes.

RETURN ALL ECR PAGES EVEN IF THERE ARE NO EMPLOYEES UNDER THE CONTRACT

As a reminder, all pages of your ECR Forms must be returned. If you do not have any employees to report on a certain page, write "NONE" on the page, sign, date and return that page along with all other pages. Delinquency notices are issued for missing pages.



OUR WEBSITE: WWW.NCPTTF.COM



We encourage you to visit our website for information on reporting contributions and the Northern California Pipe Trades Plans. We are continuously updating our website in order to better serve our Participants and Employers.

Reports & Contributions
 Due: 12/15

Delinquent if Not Received
 By: 12/22

Our office, UA Local 342
 and the Credit Union
 closed: 12/24/20,
 12/25/20 and 12/31/20.

December 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

If you have any questions, please contact the Employer Compliance Department at 925/356-8921 Ext. 713 or via email at tfo@ncpttf.com. Thank you.