

# International Brotherhood of Electrical Workers

LOCAL UNION No. 164

205 ROBIN ROAD, SUITE 315, PARAMUS, NJ 07652  
TEL. (201) 265-1700 / FAX: (201) 265-6555  
AFFILIATED WITH A.F. of L. - C.I.O.



OVER 100 YEARS OF PROGRESS  
ESTABLISHED 1901

March 20, 2020

Dear Brothers and Sisters

I hope this letter finds you and your family well. In the previous weeks, we have been reading and viewing information regarding the Coronavirus (COVID-19) Pandemic. It has been brought to my attention that there has been an abundance of inaccurate information being distributed through various methods. This is why I am addressing you all to inform you how Local Union 164 will be handling this pandemic going forward.

On Monday March 16, 2020 the Local Union office was ordered to close as per Bergen County's Executive's Office.

On Tuesday March 17, 2020 the Bergen County Executive rescinded his decision to close down Bergen County and that businesses could reopen and remain open until Friday March 27<sup>th</sup>, 2020 or until further notice.

Our staff has been equipped with all the necessary tools to conduct business remotely. All inquiries can be made through our General office General mail box which is being monitored during our regular office hours. Please call 201-265-1700 and leave a message in the general mail box or you may dial by extension.

I would like to inform everyone that the Union **does not** shut down jobs; Owners, Contractors or the Government does.

Members can request a layoff if they are not comfortable working on a jobsite due to the possibility of contracting the Coronavirus. In the event unemployment reaches 15% of the Journeyman workforce the SUB will be instituted at \$150.00 per week, providing the various Sub requirements have been met.

Please stay safe.

In Brotherhood,

Daniel Gumble

Business Manger

Please check website for daily updates – [www.ibew164.org](http://www.ibew164.org)

## IMPORTANT MESSAGE FROM YOUR UNION!

Check Website for daily updates – [www.ibewlocal164.org](http://www.ibewlocal164.org)

---

The Revised Supplemental Unemployment Benefit effective October 1<sup>st</sup>, 2016

- Will be effective when total number of electrical journeyman equal 15% of the actively seeking work.
- Provide a \$30 daily (Weekly benefit equals \$150) benefit for journeymen for 26 weeks.
- Provide a \$15 daily (Weekly benefit equals \$75) for apprentices for 26 weeks.
- A member's claim and future claims will be based on anniversary dates.
- Eligibility in the Health Fund is not required.
- To be eligible for the benefit a member must have earned 320 hours in the year prior to the start of 12 months.
- Members are required to complete and submit a claim form.
- Members must attach their Unemployment stub, the stub can be obtained online.
- If a member exhausts his/hers Unemployment claim he/she can still claim the SUB but he/she needs to provide an affidavit or notarized statement as well as last unemployment stub.
- Member must be actively seeking employment, if a member refuses 3 jobs by the Union he/she may lose his/her eligibility for this benefit.
- Currently the Sub benefit excludes Tele-data members and CECW members.

(over)



**International Brotherhood of Electrical Workers, Local Union No. 164**

205 ROBIN ROAD, SUITE 315, PARAMUS, NJ 07652

Protocols for Claiming SUB Benefits Effective Date to be determine – See website for daily updates.

**MEMBER**

1. Member applies for State Unemployment or if he is already on unemployment.
  2. Member must complete a claim form and attach his Unemployment stub. The stub will indicate what time period the check covers. – The stub can be printed off the state’s website.
    - a. Submission of Claims
      1. Weekly
      2. Bi-weekly
      3. Monthly
      4. After he returns to work
      5. If the SUB benefit is halted but a member did not file a claim, he will have one year to submit a claim.
  3. Member will then submit his Claim to the Local Union
    - a. Use the US Postal Service
    - b. If he/she wants to email it, he/she can. This is his/her choice because there is no secure connection. ([harolddb@ibew164.org](mailto:harolddb@ibew164.org) cc: [natalieh@ibew164.org](mailto:natalieh@ibew164.org))
    - c. If allowed he/she can drop it off personally
- \*please mail to

IBEW Local Union #164  
205 Robin Rd Suite: 315  
Attn: Sub Fund  
Paramus, NJ 07652

**Local Union**

1. Local Union will review SUB Applications
  - a. Verify that the member who is making claim is on the Out-Of-Work List
  - b. Has/She has submitted an Unemployment Stub
  - c. If member exhausted his Unemployment Benefits the Local will provide & approve the time period for the application.
  - d. At the end of each day one batch of applications will be emailed to F&B. The batch will be named SUB\_today’s date. Example sub applications are sent on April 1 the batch will be named SUB\_04\_01\_2020.

**Fabian & Byrn**

1. F&B will review batches.
  - a. Make sure there are no questions or concerns with each application.
    - i. Any questions / concerns will be coordinated with the Local Union. Once resolved the application will be processed
  - b. Process applications daily
  - c. Every Thursday start the process to issue checks.
    - i. Applications processed through Wednesday will appear on pre-check register.
    - ii. Pre-Check Register is reviewed by accounting department.
    - iii. Once ready to be printed Checks will be printed and mailed to members.
    - iv. A Check registers will then be supplied to Local Union

(over)