



Metropolitan Marine Maintenance  
Contractor's Association, Inc.



**CORONAVIRUS SCENARIOS AND BENEFITS  
AVAILABLE FOR ILA  
MEMBERS WORKING AT NEW JERSEY EMPLOYERS  
WITH FEWER THAN 500 EMPLOYEES**

**Dated: April 14, 2020**

## **INTRODUCTION**

**This is a handbook for all ILA members working for New Jersey employers with fewer than 500 employees. It advises you on how to apply for supplemental income if you are affected by the Coronavirus.**

**In addition to the benefits described in this handbook, the industry has established a supplemental unemployment benefit plan (“SUB Plan”) in order to further assist some workers who are affected by Coronavirus. More details about this Plan are in an Appendix that is attached to this handbook.**

## **DISCLAIMER**

**Please be aware that state and federal law is constantly being updated; we will try to advise you as soon as possible when the law changes.**

## **COMMON SCENARIOS**

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## 1. IF YOU HAVE CORONAVIRUS OR SYMPTOMS OF CORONAVIRUS

If you test positive for Coronavirus, or have symptoms of Coronavirus, and are unable to work, you are eligible for the following:

- **Federal Emergency Paid Sick Leave under the Families First Coronavirus Response Act:** This law provides for up to **10 days (80 hours)** of paid sick leave at your regular rate of pay, **capped at \$511 a day and \$5,110 total**. You should contact your employer to obtain this benefit.

You should next apply for the following:

- **Unemployment Insurance:** If your job is in New Jersey, then you should file for New Jersey unemployment benefits, even if you live out of state. You should file a claim for unemployment benefits online at [myunemployment.nj.gov](https://myunemployment.nj.gov). You can also call (201) 601-4100 in North Jersey and (732) 761-2020 in Central Jersey. New Jersey will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,313 per week. This maximum amount reflects the \$713 maximum benefit available from New Jersey plus the \$600 increase provided by the Federal CARES Act.

If you are denied unemployment, then you should next apply for the following. **The waiting period has been waived:**

- **For MMMCA Employees: Temporary Non-Occupational Disability Benefits (A&H Benefits):** To receive A&H disability, you should call the Hartford Insurance Company to open up a claim as a Metro-ILA participant (1-800-549-6514 Short Term Disability). Alternatively, you can apply online at

mybenefits.thehartford.com/login. **Before applying for A&H for a Coronavirus-related issue, you should exhaust the 14 days of New York State Coronavirus Paid Sick Leave discussed above.**

If you are eligible for A&H benefits, benefits are paid for 26 weeks or the duration of your disability if shorter than 26 weeks. Benefits are paid at the maximum rate set by the State of New Jersey, which is \$667 per week.

To receive A&H for your illness, you may be asked to provide documentation.

- **For NYSA Employees: Temporary Non-Occupational Disability Benefits (A&H Benefits):** A&H is administered under the NYSA-ILA Welfare Fund and Plan. To apply for A&H benefits, you should call Ms. Jennifer Berkoff, Director of Accident & Health, at (201) 479-3656 to receive a Statement of Claim form. **Before applying for A&H for a Coronavirus-related issue, you should exhaust the 14 days of New York State Coronavirus Paid Sick Leave discussed above.**

If you are eligible for A&H benefits, benefits are paid for 26 weeks or the duration of your disability if shorter than 26 weeks. Benefits are paid at the maximum rate set by the State of New Jersey, which is \$667 per week.

To apply for A&H benefits for your illness, you must provide a completed claim form to the A&H Department.

## 2. IF YOU HAVE BEEN TOLD TO SELF-QUARANTINE

If you were exposed to Coronavirus during the course of your work, or outside of the workplace, and have been told to self-quarantine, you are eligible for the following:

- **Federal Emergency Paid Sick Leave under the Families First Coronavirus Response Act:** This law provides for up to **10 days (80 hours)** of paid sick leave at your regular rate of pay, **capped at \$511 a day and \$5,110 total**. You should contact your employer to obtain this benefit.

You should next apply for the following:

- **Unemployment Insurance:** If your job is in New Jersey, then you should file for New Jersey unemployment benefits, even if you live out of state. You should file a claim for unemployment benefits online at [myunemployment.nj.gov](https://myunemployment.nj.gov). You can also call (201) 601-4100 in North Jersey and (732) 761-2020 in Central Jersey. New Jersey will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,313 per week. This maximum amount reflects the \$713 maximum benefit available from New Jersey plus the \$600 increase provided by the Federal CARES Act.

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To receive A&H for your illness, you may be asked to provide documentation.

- **For NYSA Employees: Temporary Non-Occupational Disability Benefits (A&H Benefits):** A&H is administered under the NYSA-ILA Welfare Fund and Plan. To apply for A&H benefits, you should call Ms. Jennifer Berkoff, Director of Accident & Health, at (201) 479-3656 to receive a Statement of Claim form. **Before applying for A&H for a Coronavirus-related issue, you should exhaust the 14 days of New York State Coronavirus Paid Sick Leave discussed above.**

If you are eligible for A&H benefits, benefits are paid for 26 weeks or the duration of your disability if shorter than 26 weeks. Benefits are paid at the maximum rate set by the State of New Jersey, which is \$667 per week.

To apply for A&H benefits for your illness, you must provide a completed claim form to the A&H Department.

### 3. IF YOU ARE LAID OFF

If you are not getting any hours or are laid-off, you should apply for the following:

- **Unemployment Insurance:** If your job is in New Jersey, then you should file for New Jersey unemployment benefits, even if you live out of state. You should file a claim for unemployment benefits online at [myunemployment.nj.gov](https://myunemployment.nj.gov). You can also call (201) 601-4100 in North Jersey and (732) 761-2020 in Central Jersey. New Jersey will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,313 per week. This maximum amount reflects the \$713 maximum benefit available from New Jersey plus the \$600 increase provided by the Federal CARES Act.



#### **4. IF YOU HAVE FEWER HOURS BECAUSE OF A REDUCTION IN WORK**

If you are losing hours because of a reduction in work, you should apply for the following:

- **Unemployment Insurance:** You may be eligible to receive partial unemployment benefits if your hours are reduced due to work lost as a result of Coronavirus. Partial unemployment benefits are available if your hours are reduced. If your job is in New Jersey, then you should file for New Jersey unemployment benefits, even if you live out of state. You should file a claim for unemployment benefits online at [myunemployment.nj.gov](https://myunemployment.nj.gov). You can also call (201) 601-4100 in North Jersey and (732) 761-2020 in Central Jersey.

**5. IF YOU ARE UNABLE TO WORK  
BECAUSE YOUR CHILD’S SCHOOL OR  
DAYCARE WAS ORDERED CLOSED**

If you are unable to work because you are caring for a child whose school has closed, or the childcare provider is unavailable, due to Coronavirus, you should apply for the following:

- **Unemployment Insurance:** If your job is in New Jersey, then you should file for New Jersey unemployment benefits, even if you live out of state. You should file a claim for unemployment benefits online at [myunemployment.nj.gov](https://myunemployment.nj.gov). You can also call (201) 601-4100 in North Jersey and (732) 761-2020 in Central Jersey. New Jersey will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,313 per week. This maximum amount reflects the \$713 maximum benefit available from New Jersey plus the \$600 increase provided by the Federal CARES Act.

If you are denied unemployment, you should next apply for the following:

- **Federal Emergency Paid Sick Leave Benefits under the Families First Coronavirus Response Act:** This law provides for up to **10 days (80 hours)** of paid sick leave at two-thirds your regular rate of pay, **capped at \$200 a day and \$2,000 total**. You should contact your employer to apply for this benefit.

**and**

- **Federal Emergency Family Leave under the Families First Coronavirus Response Act:** This law provides for up to **12 weeks** of emergency family leave to care for a child whose school has closed, or child care provider is unavailable, due to Coronavirus. The first two weeks are **unpaid**, but you can substitute other available forms of paid leave (e.g., federal emergency paid sick leave) to make these weeks paid. After the first two weeks, **the remaining ten weeks are paid** at two-thirds your regular rate of pay, **up to \$200 per day and \$10,000 total**. You should contact your employer to apply for this benefit.

You should next apply for the following:

- **New Jersey Family Leave (MMMCA):** For Metro employees, you may be eligible for up to twelve weeks of leave under the New Jersey Family Leave Act. To apply for leave, please talk to your employer. If you are approved for leave, you may be entitled to payment for this leave through the New Jersey Family Leave Insurance program. To apply for payment under this program, you must complete an application at <https://myleavebenefits.nj.gov/worker/fli/>. The amount of payment you may receive is based on your average weekly wage, up to a maximum benefit of \$667 per week for claims filed through June 30, 2020.

**or**

- **New Jersey Family Leave (NYSA):** For NYSA employees, you may be eligible for up to twelve weeks of leave under the New Jersey Family Leave Act. To apply for leave, please contact Maria Pereda, Director of the NYSA-ILA Family and Medical Leave Department at (201) 479-3486. If you are approved for leave, you may be entitled to payment for this leave through the New Jersey Family Leave Insurance

program. To apply for payment under this program, you must complete an application at <https://myleavebenefits.nj.gov/worker/fli/>. The amount of payment you may receive is based on your average weekly wage, up to a maximum benefit of \$667 per week for claims filed through June 30, 2020.

## 6. **IF YOU HAVE TO CARE AT HOME FOR A FAMILY MEMBER WITH CORONAVIRUS**

If you are unable to work because you are caring for someone at home with Coronavirus or symptoms of Coronavirus, you should first apply for the following:

- **Unemployment Insurance:** If your job is in New Jersey, then you should file for New Jersey unemployment benefits, even if you live out of state. You should file a claim for unemployment benefits online at [myunemployment.nj.gov](https://myunemployment.nj.gov). You can also call (201) 601-4100 in North Jersey and (732) 761-2020 in Central Jersey. New Jersey will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,313 per week. This maximum amount reflects the \$713 maximum benefit available from New Jersey plus the \$600 increase provided by the Federal CARES Act.

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- **New Jersey Family Leave (NYSA):** For NYSA employees, you may be eligible for up to twelve weeks of leave under the New Jersey Family Leave Act. To apply for leave, please contact Maria Pereda, Director of the NYSA-ILA Family and Medical Leave Department at (201) 479-3486. If you are approved for leave, you may be entitled to payment for this leave through the New Jersey Family Leave Insurance program. To apply for payment under this program, you must complete an application at <https://myleavebenefits.nj.gov/worker/fli/>. The amount of payment you may receive is based on your average weekly wage, up to a maximum benefit of \$667 per week for claims filed through June 30, 2020.

## **APPENDIX**

### **COVID PANDEMIC RELIEF FUND**

The industry has established a supplemental unemployment benefit plan (“SUB Plan”) to assist eligible ILA-represented employees to replace lost income caused by the coronavirus known as COVID-19. The SUB Plan will supplement state and federal unemployment benefits and other governmental and local contract benefits that you apply for, so that any eligible worker’s weekly income, when the worker is out of work because of COVID-19, will amount to two-thirds (2/3) of the worker’s 2019 average weekly wage or \$1,550, whichever is less.

The following workers will be eligible for the SUB Plan benefits for the period of time they are not working because of COVID-19:

- Employees who have tested positive for COVID-19 (must provide evidence of positive test);
- Employees who have been quarantined by their longshore employer or by a doctor because they have had close contact with a person afflicted with COVID-19 or they have symptoms of COVID-19 (must provide evidence of positive test, if possible); and
- Employees who are caring for a person afflicted with COVID-19 (must provide evidence of positive test) who lives in the same residence with the employee.

To apply for benefits, you should contact your local port association and provide them the necessary information and documentation. If you need any assistance, please contact your local union representative.