



**CORONAVIRUS SCENARIOS AND BENEFITS  
AVAILABLE FOR ILA  
MEMBERS WORKING AT NEW YORK EMPLOYERS**

**Dated: April 14, 2020**

## INTRODUCTION

**This is a handbook for all ILA members working for New York employers. 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 seeking a medical diagnosis, you should apply for paid sick leave benefits. **The paid sick leave benefits available to you will depend on the size of your employer.**

**If your employer has fewer than 500 employees,** you should apply for the following:

- **Federal Emergency Paid Sick Leave under the Families First Coronavirus Response Act:** If your employer has fewer than 500 employees, 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 apply for this benefit.

**and**

- **New York State Quarantine Paid Sick Leave:** New York State will supplement your income to cover the difference between the amount you receive in federal paid sick leave (up to 80 hours of pay, capped at a maximum of \$5,110) and the amount you would have received had you been able to work for up to 14 calendar days. You should contact your employer to apply for this benefit.

**If your employer has more than 500 employees, you should apply**

for the following:

- **New York State Quarantine Paid Sick Leave:** This law provides up to 14 calendar days of job-protected paid sick leave at your regular rate of pay. You should contact your employer to apply for this benefit.

For all employees, after you use up your paid sick leave benefits, you should apply for the following:

- **Unemployment Insurance:** If your job is in the State of New York, you should apply for unemployment in New York, even if you live out of state. You should file a claim for unemployment benefits online at [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin). You can also call (888) 209-8124. New York will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,104 per week. This maximum amount reflects the \$504 maximum benefit available from New York plus the \$600 increase provided by the Federal CARES Act.

If you are denied unemployment, 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](http://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 should apply for paid sick leave benefits. **The paid sick leave benefits available to you depend on the size of your employer.**

**If your employer has fewer than 500 employees,** you should apply for the following:

- **Federal Emergency Paid Sick Leave under the Families First Coronavirus Response Act:** If your employer has fewer than 500 employees, this law provides 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 apply for this benefit.

**and**

- **New York State Quarantine Paid Sick Leave:** New York State will supplement your income to cover the difference between the amount you receive in federal paid sick leave (up to 80 hours of pay, capped at a maximum of \$5,110) and the amount you would have received had you been able to work for up to 14 calendar days. You should contact your employer to apply for this benefit.

**If your employer has more than 500 employees, you should apply**

for the following:

- **New York State Quarantine Paid Sick Leave:** This law provides up to 14 calendar days of job-protected paid sick leave at your regular rate of pay. You should contact your employer to apply for this benefit.

For all employees, after you use up your paid sick leave benefits, you should apply for the following:

- **Unemployment Insurance:** If your job is in the State of New York, you should apply for unemployment in New York, even if you live out of state. You should file a claim for unemployment benefits online at [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin). You can also call (888) 209-8124. New York will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,104 per week. This maximum amount reflects the \$504 maximum benefit available from New York plus the \$600 increase provided by the Federal CARES Act.

If you are denied unemployment, 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 (800.549.6514 Short Term Disability). Alternatively, you can apply online at [mybenefits.thehartford.com/login](http://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 self-quarantine, 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 self-quarantine, 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 program:

- **Unemployment Insurance:** If your job is in the State of New York, you should apply for unemployment in New York, even if you live out of state. You should file a claim for unemployment benefits online at [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin). You can also call (888) 209-8124. New York will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,104 per week. This maximum amount reflects the \$504 maximum benefit available from New York 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 program:

- **Partial 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 the State of New York, you should apply for unemployment in New York, even if you live out of state. You should file a claim for unemployment benefits online at [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin). You can also call (888) 209-8124.

## **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 childcare provider is unavailable, due to Coronavirus, you should apply for the following program.

- **Unemployment Insurance:** If your job is in the State of New York, you should apply for unemployment in New York, even if you live out of state. You should file a claim for unemployment benefits online at [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin). You can also call (888) 209-8124. New York will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,104 per week. This maximum amount reflects the \$504 maximum benefit available from New York plus the \$600 increase provided by the Federal CARES Act.

If you are denied unemployment, **and your employer has fewer than 500 employees**, you should next apply for the following:

- **Federal Emergency Paid Sick Leave Benefits under the Families First Coronavirus Response Act:** If your employer has fewer than 500 employees, this law provides 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:** If your employer has fewer than 500 employees, this law provides 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.

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

If you are unable to work because you are caring at home for a family member with Coronavirus, you should first apply for the following:

- **Unemployment Insurance:** If your job is in the State of New York, you should apply for unemployment in New York, even if you live out of state. You should file a claim for unemployment benefits online at [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin). You can also call (888) 209-8124. New York will then determine your benefit amount based on the wage records you provide up to a maximum amount of \$1,104 per week. This maximum amount reflects the \$504 maximum benefit available from New York plus the \$600 increase provided by the Federal CARES Act.

If you are denied unemployment, **and your employer has fewer than 500 employees**, you should next apply for the following:

- **Federal Emergency Paid Sick Leave Benefits under the Families First Coronavirus Response Act:** If your employer has fewer than 500 employees, this law provides 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**. The paid sick leave can be used immediately. It is available to persons who must care for someone subject to a government issued quarantine or who was told to self-quarantine due to

concerns related to Coronavirus. You should contact your employer to apply for this benefit.

For all employees, 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 (800.549.6514 Short Term Disability). Alternatively, you can apply online at [mybenefits.thehartford.com/login](http://mybenefits.thehartford.com/login).

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 caring at home for a family member, you may be asked to provide relevant 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.

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 caring at home for a family member, you must provide a completed claim form to the A&H Department and other relevant documentation.



## **APPENDIX**

### **COVID PANDEMIC RELIEF FUND**

The industry has established a supplemental unemployment benefit plan (“SUB Plan”) to assist eligible ILA-represented workers 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 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.