



As some employees have experienced the last 2 weeks, paychecks have hit a little later than normal on Friday. We sincerely apologize for any inconvenience. This should not be a problem anymore.

TIME CARDS ARE TO BE TURNED IN BY 12PM ON MONDAY

You can help eliminate payroll problems by making sure you get your timecard in on time. Payroll can not be run until all timecards are submitted. The sooner you get it in the more time we have to make sure it is correct. Your timecard is your paycheck, it has to be turned in to get you paid.

Pay Stubs:

All pay stubs can be accessed online—Please contact our office if you need instruction on how to access it.

317-921-1100



Company Newsletter

National Construction Workforce is training!

Course: Best Practices for Industrial Electrical Installations

When: TBD

Course: Aerial Lift Certification (Boom, Scissor, LULL)

When: Saturday, November 15th, 2014

8a-5p

NCW HEADQUARTERS

November 2014

"I learned that we can do anything, but we can't do everything... at least not at the same time. So think of your priorities not in terms of what activities you do, but when you do them. Timing is everything.

- Dan Millman

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TRAINING CLASS:

NCW is offering two courses in the Indianapolis office on Saturday the 15th of November, 2014. We will be covering "Best Practices for Industrial Electrical Installations" and "Aerial Lift Certification (Boom, Scissor, LULL)." If you have any questions, or would like to reserve a spot, please call Tyrone Harley at 317-921-1100 ext. 116 or email him at tharley@nationalworkforce.com.

Insurance:

Open enrollment begins November 1, 2014. Eligibility rules have changed. You now become eligible for insurance benefits after 90 days with NCW. We will be holding a company meeting on October 30, 2014 @ 4:00 PM to discuss the insurance benefits offered to you. If you would like to sign up, please contact **Matt Ferguson** at 317-921-1100 ext. 106 or email mferguson@nationalworkforce.com.



National Construction Workforce

2500 E. 46th St.

Indianapolis, IN 46205

NCW Phone Numbers: 317-921-1100 / 877-471-4700



FLU SEASON:

We wanted to take this opportunity to remind everyone that flu vaccines are covered at no charge as a routine preventative health benefit to all plan members. However, to help ensure proper coverage, the following steps must be taken:

- ◆ Service must be performed by In-Network Doctor's Office
- ◆ Service must be performed by In-Network Convenience Care Clinics
- ◆ Service must be performed by Contracted Pharmacy

Remember when flu shots are administered in a pharmacy setting they are a preventive service and must be coded correctly. The pharmacy needs to run them thru their system as a medical benefit, rather than a pharmacy benefit. Sometimes pharmacy tech's do not understand proper procedure and run them thru as a pharmacy benefit and will request a co-pay. Please ask them to run it thru as a medical benefit and it should fix any co-pay issues.

AN ANNUAL SEASONAL FLU VACCINE IS THE FIRST AND MOST IMPRTANT STEP IN PROTECTING YOURSELF THIS WINTER.

SAFE DRIVING:

NCW wants to take the time to remind all employees to take their time and be cautious getting to work, especially with the weather changing. Your safety is very important to us and its important that you get to work safely. If need be, plan on being at work a little earlier in order to compen-



FIELD SUPPORT TEAM:

The **NCW** Field Management Team has officially changed its name to the Field Support Team. The reason for the change is to advertise that we are here to support our employees, however we can to make their time with **NCW** as positive as possible.

Field Support Team includes:

- ◆ *Ryan Myers*
- ◆ *Bobby Mattingly*
- ◆ *Tyrone Harley*
- ◆ *Herb Anderson*
- ◆ *Ravan Williams*
- ◆ *Michelle Coleman*
- ◆ *Matt Ferguson*

If you are a current employee please call your Field Support Team @ 317-921-1100.

NCW cares about your safety. Always wear your PPE (personal protective equipment while on the job.



Facts From October:

1. The Anglo-Saxons called October Winterfylleth (or Winterfilth as Tolkiens hobbits put it) meaning the “fullness (not dirtiness) of winter.
2. The Welsh for October is Hydref (originally Hyddfref), a word signifying the lowing of cattle.
3. In Catholic Europe on 1582, October had only 21 days. Changing from Julian to Gregorian calendar, the days from 5-14 October were omitted.
4. The Hunt For Red October is the only film with October in its title to win an Oscar.
5. The month of October is not mentioned at all in any of William Shakespeare’s plays.
6. October 1, 1896, free rural delivery of mail started in the United States.
7. On October 12, 1942, Christopher Columbus landed in America.
8. On October 18, 1867, The U.S. flag was formally raised over Alaska.
9. October is National Cookie Month.

Holiday Party!

We have begun preparations for the **NCW** Holiday Party. The party will be held at the **NCW** Indianapolis headquarters on Friday December 12th from 4:00 to 8:00pm. All families are welcome. In order to prepare enough food we ask that you RSVP by December 1st with the number of guest you plan on bringing. RSVP’s can be made to **Ravan Williams** at 317-921-1100 ext. 109 or email lwiliams@nationalworkforce.com . Looking forward to seeing you there!

HERE ARE THE YEAR TO DATE HARD HAT STICKER TOTAL LEADERS:

• James Morris	18
• Terrance Baranowski	17
• Lee Garling	17
• Shaun Speer	15
• Kevin Stoner	12
• Alfred Officer III	11
• Dennis Ard	9
• Gatcliffe Barholomew	9
• Dennis Boyd	9
• Jared Boyd	9
• John Verleger	9
• Rob Eder	8
• Ben Sanchez	8
• Douglas Drummond	7
• Tyler Estes	7
• Walter Ledford	7
• Thomas O’Dell	7
• Ryan Opitz	7
• Mark Thornton	7