

Human Resource Updates



Upcoming Dates to Remember.....

Nov. 18th
Annual Turkey
Distribution

Nov. 25th & 26th
Thanksgiving
Holiday No Work

Dec. 8th Wednesday
AFLAC Enrollment &
AFLAC Representatives

Dec. 6th (tentative)
Open Enrollment
Health/Vision/Dental Ins.

Dec. 24th Friday
Christmas Holiday off

Dec. 31st Friday
New Year's Holiday off

WELCOME NEW HIRES.....

It is my pleasure to announce the newest members of Sabin Metal:

- John Gonzales – Chemical Engineer
- Rosemary Slocum – Dept # 11 HGP
- Philip Zobel – Dept # 41 Security



Happy Thanksgiving Message from HR Department

At this time of Thanksgiving, we pause to count our blessings. The family we love & friends that we cherish. The people we work with every day. The freedom of this country in which we live & its opportunities. The job that we have & the company that cares about its workers. We may not have it all together, but together we have it all. We still have so much to be thankful for despite all of the challenges & uncertainties that we encounter every day. May the good things of life be yours in abundance not only at Thanksgiving but throughout the coming year. ***Have a safe & enjoyable Thanksgiving!!***

"Thanksgiving is one of my favorite days of the year because it reminds us to give thanks & to count our blessings. Suddenly, so many things become so little when we realize how blessed and lucky, we are". – Joyce Giraud

Years of Service Recognition (20/30/40 yrs. of service)

Sabin will recognize employees with 20 or more yrs. of service with an end of year bonus. Any covered employee will be eligible for a bonus if he or she has 20 + years of service accumulated before the last day of the bonus year. In addition, to be entitled to yrs. of service bonus, an employee must have worked at *least 51% of his/her scheduled hours in the year at which the bonus is given*. The bonus will be payable on or about Dec. 1. Please refer to section 2.12 Years of Service Recognition, page 31 of employee handbook.

2021 Service Bonus Amount: 20+ (\$1,500) 30+ (\$2,000) 40+ (\$2,500)

SMC Employee Referral Program

Congratulations to **Keven Racanelli-Rolland (Dept. 41) & Joshua Martinez (Dept. 11)**. They are the recipient of our Employee Referral Bonus Program for the month of November. If you know someone who you think would be a good fit for Sabin, let us know. If we end up hiring your referred candidate, you will be eligible for \$1,000 referral bonus (\$500 after referred employee passes 4 months probation & an additional \$500 after referred employee reaches one year anniversary).



Major Milestone

We live in a world characterized by ever-increasing change. In this world, we value having tenured employees with the kinds of experience and stable, strong work relationships that can only be created through time. The following Employees have reached the milestone of 40 plus years working for Sabin:

Ray Roth - 45 yrs.	Scott Yarnes - 44 yrs.	Tom Burns - 44 yrs.	Tom Brady - 43 yrs.
Ed Garland - 43 yrs.	Jeff Harrington - 41 yrs.	Joseph Kremer - 41 yrs.	Dave Petishnok - 41 yrs.
David Ralston - 41 yrs.	Marty Spoor - 41 yrs.	Joanne Yarnes - 40 yrs.	George Cobin - 40 yrs.
Brad Cox - 40 yrs.	Phil Cox - 40 yrs.	David Eldridge - 40 yrs.	George Heath - 40 yrs.

THANK YOU FOR YOUR YEARS OF SERVICE & DEDICATION

COVID-19 Vaccination and Testing ETS

OSHA has issued an emergency temporary (ETS) to minimize the risk of COVID-19 transmission in the workplace. The ETS establishes binding requirements to protect unvaccinated employees of large employers (100 more) from the risk of contracting COVID-19 in the work place. Employers must develop, implement & enforce a mandatory COVID-19 vaccination policy, with an exception for employers that instead adopt a policy requiring employees to elect either to get vaccinated or to undergo regular COVID-19 testing & wear a face covering at work. Highlights of the OSHA requirements:

- The OSHA ETS does not apply to employers covered by: 1.) The Safer Federal Workforce Task Force Safety Guidance for the Federal Contractors & Subcontractors. 2.) Healthcare service providers that are covered by the Healthcare ETS.
- Employers must comply with various record keeping and notice requirements. Employers must survey employee's vaccination status, obtain proof of vaccination, and maintain an updated roster.
- Employers that fail to enforce the requirements of the ETS can face fines up to \$13,653 for EACH violation and \$136,532 for a willful violation.
- Employers must implement the necessary policies to comply with the ETS by December 5 and all employees must be fully vaccinated or submit to regular testing after January 4, 2022.

FYI: Both the OSHA and the Safer Federal Workforce Safety Guidance for Federal Contractors & Subcontractors are rapidly evolving. HR will update employees as future developments warrant. Thank you for your understanding, patience & consideration.

COVID-19 Workplace Safety: Guidance for Federal Contractors & Subcontractors

On 11/10/21 the Safer Federal Workforce Task Force released updated guidance and FAQs for federal contractors & subcontractors. The most significant takeaways are:

*The updated Guidance states that "Covered contractor employees must be fully vaccinated no later than Jan. 18, 2022.

* A new FAQ was added providing links to signage federal contractor & subcontractors may use at entrances to workplace.

For more information please visit: <https://www.saferfederalworkforce.gov/>

Rapid Testing Available onsite....

Reminder that we can still conduct COVID Rapid testing onsite **as per need basis only**. Feel free to contact HR department @ ext. 296 if you want to be tested. If HR is not available, please feel free to contact Ed Garbowski @ ext. 350.



PFL Expanded to Include Siblings

NY Governor signed a bill into law amending the definition of family member to include biological or adopted siblings, half-siblings and step siblings. This amendment takes effect **Jan. 1, 2023**. Currently, family members for purposes of PFL include a child, parent, grandparent, grandchild, spouse and domestic partner.