NORTHERN EMPLOYEE BENEFITS SERVICES | ᐅᑭᐅᖅᑕᖅᑐᑎᓂᓕᓵᑦᑯᑯ ᐃᑲᓯᓂᐊᖅᑕᐅᑎᓂᖅᑕᕐᓂᓐᓄᑦ ᐱᓵᓯᓂᖅᓱᑦ

To our valued NEBS Members,

The World Health Organization have declared COVID-19 (the novel coronavirus) a pandemic. From numerous public health measures to ongoing market turmoil, it's no secret that the virus continues to dominate discussions and media reporting.

Given these circumstances, I wanted to take this opportunity to reassure our Members that NEBS has been monitoring and preparing for this unfolding situation since it first began. NEBS has a pandemic plan and continuity strategy in place designed to mitigate potential interruptions to our business — even during the most challenging of times. As circumstances change, we continue to adapt our plans and protocols to address the safety of our staff and, our members and others with whom we work.

The NEBS Board and Staff began working in February to prepare for the potential disruption by COVID-19. We have implemented sensible precautionary measures to protect against the spread of the virus.

Effective 5:00 PM MST Friday March 20th the NEBS Office will be closed to the general public. All staff will be working from home effective March 23rd. Any documents that you may have wanted to drop off will need to be mailed, faxed or scanned and emailed. You can still dial the main office number (867) 873-4965 and either speak directly with a staff member, leave a voice mail message, and email info@nebsnorth.com.

As always plan information and forms can be found on the NEBS website at www.nebsnorth.com.

During this time of uncertainty and rapidly evolving work situations, it is imperative that members continue to remit their premium payments on time. Timely payment of NEBS invoices ensures continuity in your employee's coverage and allows us to maintain service as reliably and consistently as during normal operating periods. We strongly recommend that all employers that are able to do so, and have not already done so, contact our finance department to make arrangements to pay NEBS invoices via direct deposit. Please contact our Finance Officer, Beverly Walker, beverly@nebsnorth.com for more information. **In the event of office disruption that may affect your ability to continue making payments, please contact our CEO, Shawn Maley, shawn@nebsnorth.com or 867-873-4965 as soon as possible.**

As we continue to monitor the impact and progress of the COVID-19 pandemic, we are continuing to adapt our plans to ensure the continuity of all our services.

For more information about what we are doing as an organization or how we are prepared to help you, please contact Shawn Maley at (867) 873-4965.

Thank you,

Shawn Maley
Chief Executive Officer
Northern Employee Benefits Services