



HAWAII LABORERS' JOINT TRUST FUNDS
Laborers' International Union Local 368



24/7 ACCESS TO YOUR BENEFIT INFORMATION

www.hilabtrustfunds.com

Access your.....

- personal information
- work hours reported
- bank hours
- health & welfare plan(s)
- eligibility information
- pension hours accumulated
- annuity contributions
- vacation balances

View & download.....

- Provider Directory for Hawaii Laborers' Health & Welfare Self-Funded Plan
- Trust Fund Newsletter
- Summary Annual Reports
- FAQ's
- Enrollment forms
- Change of address forms
- Claim forms
- Other important forms

Receive Customer Service support.....

- by emailing your questions & concerns to any department of the Administrator's Office & we will respond promptly to your inquiry.

All you need.....

- Hawaii Laborers' Member ID number – located on your member ID card
- Access to a computer & Internet

No Computer? No Worries! You may also access your personal benefit information when the Administrator's Office is closed through our Interactive Voice Response system. Just have your Member ID number handy and call (808) 441-8770.

For questions or concerns, please call the Administrator's Office at (808) 441-8600 or (888) 520-8078 (toll free) Monday-Friday from 8:00 a.m. to 4:30 p.m.

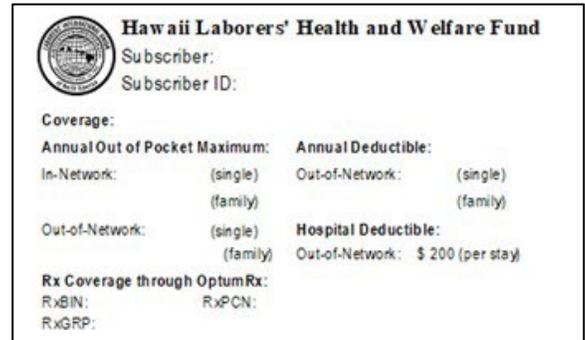
HAWAII LABORERS' WEBSITE INSTRUCTIONS

1440 KAPIOLANI BLVD., SUITE 800 • HONOLULU, HAWAII 96814
PHONE: (808) 441-8600 • TOLL FREE: (888) 520-8078
HOURS: MONDAY – FRIDAY • 8:00am – 4:30PM
WEBSITE: www.pacadmin.com and www.hilabtrustfunds.com

1. Health and Welfare Member Identification Card

To view your benefit information through the website, you will need the following:

- Member ID Card (Fig. 1.0), which can be obtained by request from the Administrator's Office. The Member ID printed on the card consists of four alphabets and four numerals and card used to log into the website.
- The website will only show information for the last two years of your eligibility. If you need to know information prior to the last two years, then please call the Administrator's Office.



Hawaii Laborers' Health and Welfare Fund
Subscriber:
Subscriber ID:

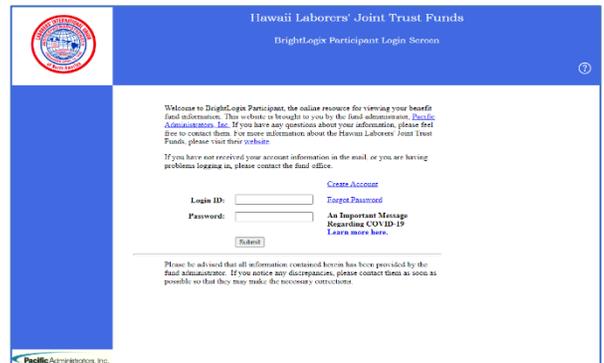
Coverage:
Annual Out of Pocket Maximum: Annual Deductible:
In-Network: (single) Out-of-Network: (single)
(family) (family)
Out-of-Network: (single) Hospital Deductible:
(family) Out-of-Network: \$ 200 (per stay)

Rx Coverage through OptumRx:
RxBIN: RxPCN:
RxGRP:

Fig 1.0

2. Login Screen

If this is the first time you are trying to access your member information through the website (Fig. 2.0), you will first need to create an account (Section 3). If you have already created your account, skip to section 5 (Logging into your account).



Hawaii Laborers' Joint Trust Funds
BrightLogX Participant Login Screen

Welcome to BrightLogX Participant, the online resource for viewing your benefit fund information. This website is brought to you by the fund administrator, Pacific Administrators, Inc. If you have any questions about your information, please feel free to contact them. For more information about the Hawaii Laborers' Joint Trust Funds, please visit their website.

If you have not received your account information in the mail, or you are having problems logging in, please contact the fund office.

[Create Account](#)
[Forgot Password](#)

Login ID:
Password:

[An Important Message Regarding COVID-19](#)
[Learn more here.](#)

Please be advised that all information contained herein has been provided by the fund administrator. If you notice any discrepancies, please contact them as soon as possible so that they may make the necessary corrections.

Pacific Administrators, Inc.

Fig 2.0

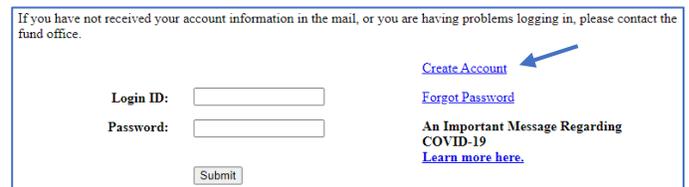
3. Creating an Account

If you have never used the website, you will first need to create an account.

On the login page next to the login ID, click on the "Create Account" link (Fig. 3.0). After you have clicked on the create account link, you will be prompted with two questions (Fig. 3.1).

- a. Your Member ID located on your Health and Welfare Member Card.
- b. Your mother's maiden name.

Click on the "Submit" button to create your account



If you have not received your account information in the mail, or you are having problems logging in, please contact the fund office.

[Create Account](#) ←

[Forgot Password](#)

Login ID:
Password:

[An Important Message Regarding COVID-19](#)
[Learn more here.](#)

Fig 3.0



https://tha.hilabtrustfunds.com/ponlyecci_pa/NewWindow/P_CreateAccount.as... A

Fill in the following items and select the 'Submit' button. If you do not know any of the following items, [click here](#) to contact the Fund Administrator via email.

Member ID Number:
Mother's Maiden Name:

Fig 3.1

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4. Logging into Your Account

Once you have created your account you may login to your account to view your information. Please remember, if the computer terminal has been idle for more than five minutes, the computer will be at the default Pacific Administrators, Inc. information screen.

Once at the Participant login screen (Fig. 4.0), you will be prompted to enter your Login ID and password. Your login ID is your Member ID on your Health and Welfare Member ID Card (Four alphabets and four numerals).

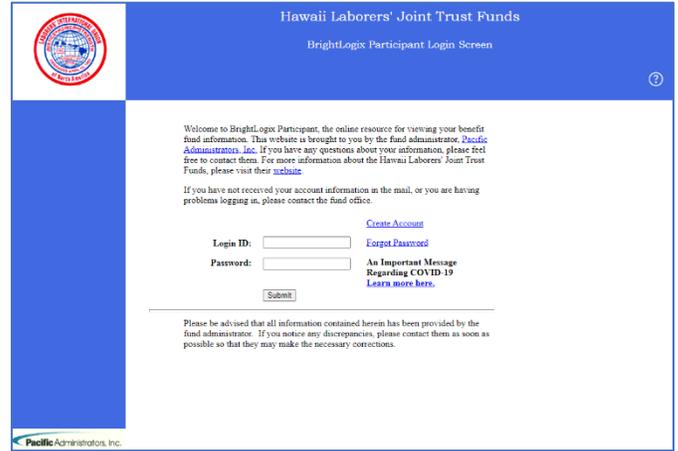


Fig 4.0

5. Forgotten Password

If you have already created your account and forgot your password, simply click on the "Forgot Password" link (Fig. 5.0). Answer the two questions and click on the "Submit" button. Or call the Administrator's Office at 441-8600 (Oahu) or toll free at 1-888-520-8078.



Fig 5.0

6. Changing Your Password

At any time while you are logged in, you may change your password. Remember to keep your password secure to prevent unauthorized access to your account.

To change your password, click on the "Change Password" link under the "Options" menu (Fig. 6.0).

You will now be prompted to enter your old password once and your new password **twice** for confirmation (Fig. 6.1). When done, click on the "Update Password" button. Your new password is now set.

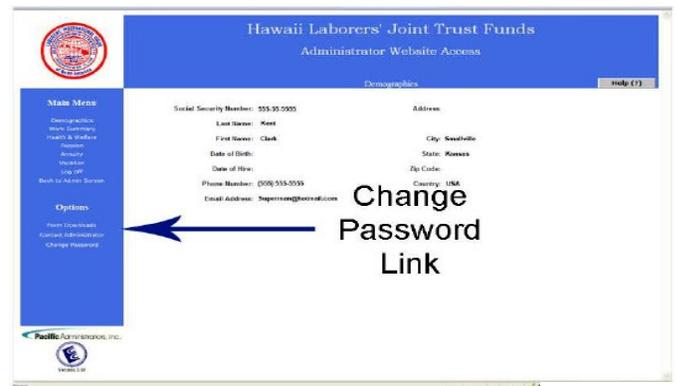


Fig 6.0

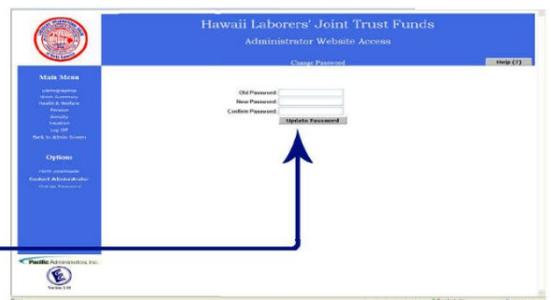


Fig 6.1

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7. Contact the Administrator's Office (Pacific Administrators, Inc.)

You may contact the Administrator's Office from the website by simply clicking on the "Contact Administrator" link under the "Options" menu items (Fig. 7.0).

The "Contact Administrator" link will direct you to a page where you can send your question or comment to the desired fund department (Fig. 7.1).

Use the drop-down arrow on the department category, to select the Fund you wish your question or comment to be directed. The categories include: Health and Welfare, Annuity, Pension, or Vacation.

Use the "Response Method" drop-down menu to choose the method in which you wish to be contacted: email, phone, fax, or other.

Enter your subject matter in the "Subject Field," followed by your question or comment in the "Body" box.

When you are done, click on the "Send Email" button and the Administrator's Office will respond to your email as soon as possible.

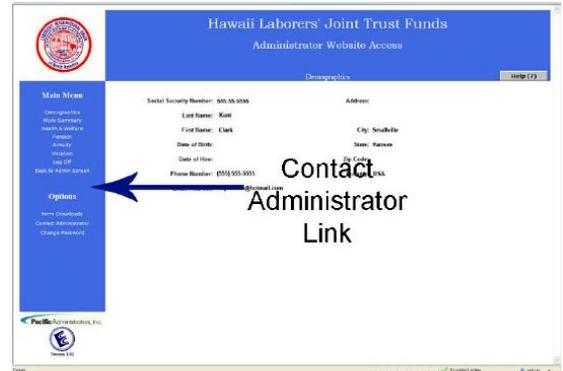


Fig 7.0

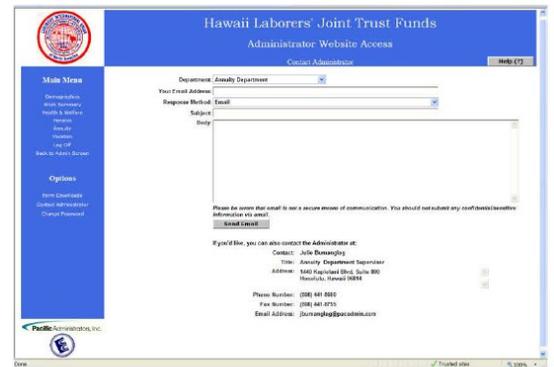


Fig 7.1

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8. Website Page Explanations

Demographics - This page (Fig. 8.0) displays your personal information such as: Name, Address, Phone Number, etc. If any information displayed is incorrect, please contact the Administrator's Office to update your records.

The screenshot shows the 'Demographics' page of the Hawaii Laborers' Joint Trust Funds Administrator Website Access. The page features a blue header with the organization's name and a 'Help (?)' button. A left sidebar contains a 'Main Menu' with links to Demographics, Work Summary, Health & Welfare, Pension, Annuity, Vacation, Log Off, and Back to Admin Screen. Below the menu are 'Options' for Form Downloads, Contact Administrator, and Change Password. The main content area displays personal information for a user named Kent Clark, including Social Security Number, Address, Last Name, First Name, Date of Birth, Date of Hire, Phone Number, Email Address, City, State, Zip Code, and Country. The Pacific Administrators, Inc. logo is visible at the bottom left of the page.

Fig. 8.0

Health & Welfare - This page (Fig. 8.1) displays the current plan in which you are enrolled and your eligibility status.

The screenshot shows the 'Health & Welfare' page of the Hawaii Laborers' Joint Trust Funds Administrator Website Access. The page features a blue header with the organization's name and a 'Help (?)' button. A left sidebar contains a 'Main Menu' with links to Demographics, Work Summary, Health & Welfare, Pension, Annuity, Vacation, Log Off, and Back to Admin Screen. Below the menu are 'Options' for Form Downloads, Contact Administrator, and Change Password. The main content area displays a table of health and welfare plans. The table has columns for Effective Date, End Date, Plan Type, Plan Name, Coverage Type, and Status. Below the table is a link to 'Printable Version' and a note to view claims history. The Pacific Administrators, Inc. logo is visible at the bottom left of the page.

Effective Date	End Date	Plan Type	Plan Name	Coverage Type	Status
Construction Eligibility					
Eligibility Month	Eligible	Work Hours	Hours Bank		
02/01/2007	No	0.00			8.50
01/01/2007	No	0.00			8.50
12/01/2006	No	0.00			8.50
11/01/2006	No	0.00			8.50
10/01/2006	No	0.00			8.50
09/01/2006	No	0.00			8.50
08/01/2006	Yes	0.00			8.50
07/01/2006	Yes	140.00			64.50
06/01/2006	Yes	0.00			44.50
05/01/2006	No				

Fig. 8.1

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9. Website Page Explanations, cont'd

Annuity - This page (Fig. 8.2) displays your annuity contributions as of the date specified.

Hawaii Laborers' Joint Trust Funds
Administrator Website Access

Annuity [Printable Version](#) [Help \(?\)](#)

Opening Balance As Of September 1, 2005 \$0.00

Contributions Received

Employer	Work Month	Deposit Date	Contribution
SMALLVILLE TECHNOLOGIES	07/01/2006	09/04/2006	\$41.36
SMALLVILLE TECHNOLOGIES	05/01/2006	07/03/2006	\$330.88
SMALLVILLE TECHNOLOGIES	04/01/2006	05/29/2006	\$723.80
SMALLVILLE TECHNOLOGIES	03/01/2006	05/02/2006	\$850.47
SMALLVILLE TECHNOLOGIES	02/01/2006	04/05/2006	\$511.83
Total Contributions			\$2,450.34

Earnings
Administrative Expenses \$0.00
Adjustments
Ending Balance As Of August 31, 2006 \$2,450.34

Summary

Fig. 8.2

Pension - This page (Fig. 8.3) displays your pension hours as of the date specified.

Hawaii Laborers' Joint Trust Funds
Administrator Website Access

Pension [Printable Version](#) [Help \(?\)](#)

Demographics
Name: Clark Kent Marital Status: Single
Social Security Number: 555-55-5555 Spouse Name:
Date of Birth: Spouse Date of Birth:

Account as of MMM A, YYYY
Benefit Service: 0.2400
Vesting Service: 0.0000
Vesting Percentage: 0.00%

Pension Hours Accumulated since March 1, 2007

Work Month	Employer	Credited Hours
06/1/06	SMALLVILLE TECHNOLOGIES	108.80
09/1/06	SMALLVILLE TECHNOLOGIES	190.80
Total		399.80

You will accrue an additional year of Vesting Service for each Plan Year in which you complete 1000 Hours of Service.
You will accrue an additional Quarter of a Year (25) of Benefit Service for each 300 hours worked in a given Plan Year. Please note that if you are or have turned age 60 this Plan Year, you will earn an additional Quarter of a Year of Benefit Service for each 250 hours worked. In all cases, you may never earn more than one (1) year of Benefit Service in any given Plan Year.

The above calculations are based upon information currently on file at the Pension Fund. The service calculations were performed utilizing work hours as reported by your employer(s) and are subject to a final review for accuracy by the Fund Administrator.

Please take a moment to review the above information pertaining to your demographic and service information. It is in your best interest to report any discrepancies to the Fund as soon as possible. Failure to do so could adversely affect the amount of your Benefit Service, Vesting Service and/or Accrued Benefit. We strongly advise you to keep accurate accounting of the hours you work and compare them to the hours on record at the Fund. A detail of reported employer hours can be obtained from the Work Summary section of the website. Again, please notify the Fund Office of all discrepancies.

For further explanation of the terms of your Pension Plan, please consult the Summary Plan Description which is on file at the Fund Office.

Fig. 8.3

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10. Website Page Explanations. cont'd

Vacation Screenshot - This page (Fig. 8.4) displays how much vacation hours you have accrued or accumulated over the vacation year which is between September 1 through August 31.



Fig. 8.4

11. Logging Off

To log off, from any screen, click on the "Log Off link under the Main Menu (Fig. 9.0).

LOG OFF →



Fig. 9.0