



President Container Group

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March 27, 2020

Attention All Employees:

As we are all aware due to the Covid-19 Virus – all the banks in the surrounding area are only having teller service for essential matters via appointment only.

Due to curfews bank ATM's will be closed in the evenings as they do not have sanitizing people avail to sanitize the ATM after 5pm

Check cashing places are inconsistent at best and are all not considered "essential"

In order for PCG to be further compliant and aware of the current virus situation we are reducing the transfer of paper (a possible way of virus transmission).

Therefore in order to insure all people are paid and have access to their money at this critical time.

Direct Deposit will be in effect for ALL employees for your pay - Friday, April 24, 2020 and is required.

Therefore each employee in need of direct deposit must bring a void check or letter of account confirmation from their bank to HR – the process, typically, shall take no more than 2 pay periods

Once the process is confirmed pay is typically received in the employee's account 3am Friday morning.

Please contact HR with any questions at Extension 124 – this line is monitored and the HR team is ready to help!!

Thank you for understanding

Richard Goldberg
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