



The Employee Resource Center (ERC) provides employees secure access to view and update benefit, payroll, and other personal information. You can reach the ERC at work or home from any personal computer with an Internet connection. Just go to <http://erc2.nscorp.com>.

At the ERC you can...

...update your personal information in a secure, user-friendly, around-the-clock environment. Your changes are applied directly to the payroll and human resource systems. In addition, you will be able to learn more about a variety of topics of interest to employees. The information you will be able to view or update includes:

- ❖ **Personal Information**
 - Home and work addresses
 - Phone numbers
 - E-mail addresses
 - Veteran status
- ❖ **Payroll**
 - Direct deposit
 - Pay check history
 - Pay check modeling – do “what if” analysis
 - Federal, state, and local tax withholdings
 - YTD payroll deductions
- ❖ **Other Policies, Procedures, and Programs**

Visiting the ERC is easy...

Go to <http://erc2.nscorp.com> using your internet browser. Note that Internet Explorer 6.00 or higher is required.

- ❖ Enter your mainframe ID (RACF)
- ❖ Enter your mainframe password
- ❖ Click the LOGIN button

Welcome to the ERC!

For security reasons, please remember to click the LOGOUT button in the upper right corner of the web page when leaving the ERC. As always never share your ID or password with anyone.

If you need help...

If you have any difficulty accessing the ERC, contact Network Support Services' help line at 1-800-525-2360.

Please use the ERC Often!

