



Minnesota Workers' Compensation Insurers Association, Inc.

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July 6, 2016

ALL ASSOCIATION MEMBERS

Circular Letter No. 16-1690

RE: NCCI Item Filing B-1431-Revisions to Basic Manual Classifications and Appendix E-Classifications by Hazard Group

The purpose of this item filing is to revise and eliminate certain Minnesota State Special and National classifications with very low or zero credibility included in the *Minnesota Basic Manual*. As part of this filing, MWCIA is also proposing two transition programs to eliminate certain Minnesota State Special Codes and reassign the exposure to more credible classifications. MWCIA also adopted the proposed formatting changes included in this filing. The Minnesota Department of Commerce has approved the attached items to become effective at 12:01 a.m., January 1, 2017, for new and renewal business.

Details regarding the elimination of certain classifications are outlined below.

The following National and State Special Codes are being eliminated altogether effective January 1, 2017, as they have zero credibility. In some cases, the Codes are being eliminated and reassigned to more credible classifications.

National Code 1852-Asbestos Goods Mfg. has zero credibility and is being eliminated.

The following National Codes are being eliminated and reassigned.

| Eliminate effective 1/1/2017 | And reassigned to... |
|---|---|
| Code 0400- Cotton Compressing & Drivers | National Code 8103- Wool Merchants - Including Warehouse. |
| Code 6260- Tunneling Pneumatic | National Code 6251 Tunneling- All Operations |

The following Minnesota State Special Codes have zero credibility and are being eliminated:

- 2640-Leather Embossing
- 7529-Electric Light or Power Line Construction--Rural Electrification Administration Projects and Drivers

The following Minnesota State Special Codes are being eliminated and reassigned.

| Eliminate effective 1/1/2017 | And reassigned to... |
|---|--|
| Code 3571-Steam or Air Pressure Gauge Mfg. | National Code 3574-Computing, Recording or Office Machine Mfg. NOC |
| Code 3382-Clock Mfg. | National Code 3383-Jewelry Mfg. |
| Code 4767-Cartridge Mfg., Charging or Loading & D | National Code 3574-Computing, Recording or Office Machine Mfg. NOC |
| Code 7201-Livery or Boarding Stables & D | National Code 8279-Stable or Breeding Farm and Drivers |
| Code 7207-Riding Academy or Club & D | National Code 8279-Stable or Breeding Farm and Drivers |
| Code 8828-Homemaker Service | National Code 8835- Nursing-Home Health, Public & Traveling-All Empl |

As previously mentioned, please be aware that certain Minnesota State Special Codes proposed for elimination will require transition programs to implement the elimination of these codes.

A two year transition program to eliminate Minnesota State Special Code, 9149-Theater--Drive-In--All Employees and Clerical, Salespersons, Drivers begins January 1, 2017. **Effective January 1, 2018**, the exposure included in Code 9149 will be reassigned to National Class Code 9154-Theater NOC: All Other Employees and Code 9149 will be eliminated.

A five year transition program to eliminate Minnesota State Special Codes, 8284-Livestock Commission Merchant Incl. Sales (No Yard) and 8286-Cattle Dealer & D (No Stockyard Operations) begins January 1, 2017. **Effective January 1, 2021**, the exposure included in Codes 8284 and 8286 will be assigned to State Special Code 8285-Stockyard and Codes 8284 and 8286 will be eliminated.

Exhibits and proposed **Minnesota Basic Manual** pages included in this item filing illustrate the necessary changes resulting from the adoption of NCCI's Item B-1431. Please direct any questions you may have concerning this item to MWCIA's Underwriting staff at (952) 897-1737 (Option 1) or via email at Underwriting@mwcia.org.

A NOTICE TO MEMBERSHIP:

MWCIA would like to remind our membership who have filed a Limited Power of Attorney with the Minnesota Department of Commerce that no materials referenced in this Circular Letter regarding changes to the **Minnesota Basic Manual** are required to be independently filed with the Department.

EXHIBIT 1A

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|---|--|
| Code No. | Classification | Code No. | Classification | |
| | NONE | | COTTON | |
| NONE | NONE | 8103 | COMPRESSING & DRIVERS. Includes incidental warehouses. Codes 8103 and 0401—Cotton gin shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses. | ADDS REFERENCE FOR COTTON UNDER CLASS CODE 8103. |

EXHIBIT 1B

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|--------------------|---|
| Code No. | Classification | Code No. | Classification | |
| | COTTON | | NONE | |
| 0400 | COMPRESSING & DRIVERS. Includes incidental warehouses. Codes 0400 and 0401—Cotton gin shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses. | | <u>NONE</u> | DELETED CLASS CODE 0400. EXPOSURE IS REASSIGNED TO CODE 8103. |

EXHIBIT 1C

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|----------------|--------------------------|
| Code No. | Classification | Code No. | Classification | |
| | ASBESTOS | | NONE | |
| 1852 | Goods Mfg. Includes spinning or weaving. | NONE | NONE | DELETES CLASS CODE 1852. |

EXHIBIT 11

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|--|--|
| Code No. | Classification | Code No. | Classification | |
| | TUNNELING | | SAME | |
| 6251 | NOT PNEUMATIC —ALL OPERATIONS. Includes lining- Subway construction to be separately rated. | SAME | ALL OPERATIONS. Includes lining, all employees working under air pressure, and all others working in the tunnel or performing work in connection with <u>equipment</u> . Subway construction to be separately rated. | AMENDS PHRASEOLOGY TO INCLUDE EXPOSURE UNDER THE ELIMINATED CLASS CODE 6260. |

EXHIBIT 1J

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| | TUNNELING | | NONE | |
| 6260 | PNEUMATIC—ALL OPERATIONS. Includes lining, all employees working under air pressure and all others working in the tunnel or in work on the apparatus connected therewith. | | | DELETES CODE 6260. EXPOSURE REASSIGNED TO CODE 6251. |

EXHIBIT 1K

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|--|---|
| Code No. | Classification | Code No. | Classification | |
| 3365 | WELDING OR CUTTING NOC & DRIVERS. Applies to both shop and outside work and includes incidental machining operations. Shall not be assigned at a single job or location to a risk engaged in operations described by another classification. An exception exists in that work under air pressure shall be rated as Code 6252—Shaft sinking or 6260 —Tunneling; work in connection with demolition jobs shall be rated as wrecking; work in connection with erection of iron or steel erection shall be so rated; and work in connection with oil or gas pipeline construction shall be rated as Code 6233—Oil or gas pipeline construction. | SAME | SAME Applies to both shop and outside work and includes incidental machining operations. <u>Must</u> not be assigned at a single job or location to <u>an employer that performs</u> operations described by another classification. An exception exists in that work under air pressure <u>must</u> be rated as Code 6252—Shaft sinking or 6251 —Tunneling— <u>All Operations</u> ; work in connection with demolition jobs <u>must</u> be rated as wrecking; work in connection with erection of iron or steel erection <u>must</u> be so rated; and work in connection with oil or gas pipeline construction <u>must</u> be rated as Code 6233—Oil or gas pipeline construction. | AMENDS PHRASEOLOGY FOR CODE 3365 TO CHANGE REFERENCE FROM CODE 6260 TO CODE 6251. |

EXHIBIT 1L

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|--|---|
| Code No. | Classification | Code No. | Classification | |
| | SEWER | | SAME | |
| 6306 | CONSTRUCTION—ALL OPERATIONS & DRIVERS. Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or 6260 . Surface restoration to be separately rated. | SAME | CONSTRUCTION—ALL OPERATIONS & DRIVERS. Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251. Surface restoration to be separately rated | DELETES REFERENCE TO CODE 6260. |
| 6319 | MAINS OR CONNECTIONS CONSTRUCTION & DRIVERS. Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or 6260 . Code 7539—Steam heating or power company shall not be assigned at the same job or location to which Code 6319 applies. | SAME | MAINS OR CONNECTIONS CONSTRUCTION & DRIVERS. Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251. Code 7539—Steam heating or power company <u>must</u> not be assigned at the same job or location to which Code 6319 applies. | DELETES REFERENCE TO CODE 6260. AMENDS PHRASEOLOGY. |

EXHIBIT 6A

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|---|------------------------------------|
| Code No. | Classification | Code No. | Classification | |
| | <p>DINNER THEATER NOC. The entire operation shall be classified to the appropriate restaurant or bar Code 9082, 9083 or 9084 unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156— Theater operations is more than 50% of the total payroll. When such conditions exist, the following classifications shall apply: Food Service and Preparation Including Dispensing of Alcoholic Beverages. Assign to Code 9082, 9083 or 9084 as appropriate.</p> | | <p><u>DINNER THEATER NOC—FOOD SERVICE AND PREPARATION INCLUDING DISPENSING OF ALCOHOLIC BEVERAGES</u> The entire operation <u>must</u> be classified to the appropriate restaurant or bar <u>classification</u> unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156 is more than 50% of the total payroll.</p> | AMENDS PHRASEOLOGY AND FORMATTING. |
| 9156 | PLAYERS | SAME | <p><u>DINNER THEATER NOC– PLAYERS</u> The entire operation <u>must</u> be classified to the <u>appropriate restaurant or bar classification</u>, unless <u>the combined payroll that would otherwise be assignable to Codes 9154 and 9156 is more than 50% of the total payroll.</u></p> | |
| 9154 | ALL OTHER EMPLOYEES | SAME | <p><u>DINNER THEATER NOC– ALL OTHER EMPLOYEES</u> The entire operation <u>must</u> be classified to the <u>appropriate restaurant or bar classification</u>, unless <u>the combined payroll that would otherwise be assignable to Codes 9154 and 9156 is more than 50% of the total payroll.</u></p> | |

EXHIBIT 6B

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|--|--|
| Code No. | Classification | Code No. | Classification | |
| | MILITARY RESERVATION CONSTRUCTION: 1. The following classifications are applicable only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel: | | MILITARY RESERVATION CONSTRUCTION | AMENDS PHRASEOLOGY AND UPDATES FORMATTING. MN INCLUDES REFERENCE TO CODE 5651 UNDER THE MILITARY RESERVATION HEADING. NCCI CODE 5069 IS N/A IN MN. CHANGE IS APPLIED TO CODE 5059. |
| 5651 | CARPENTRY | | SAME | |
| 5215 | CONCRETE CONSTRUCTION—NOT MONOLITHIC CONCRETE BUILDING CONSTRUCTION | SAME | CONCRETE CONSTRUCTION—NOT MONOLITHIC CONCRETE BUILDING CONSTRUCTION. <u>Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to appropriate classifications.</u> | |
| 5059 | IRON OR STEEL ERECTION—NOT OVER TWO STORIES IN HEIGHT 2. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations shall be assigned to appropriate manual classifications. DISMANTLING OR WRECKING. See WRECKING. | NONE | NONE | |

EXHIBIT 6C

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|---|--|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | 5059 | <p><u>IRON OR STEEL ERECTION—NOT OVER TWO STORIES IN HEIGHT</u> <u>Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to appropriate classifications.</u> DISMANTLING OR WRECKING. See WRECKING.</p> | <p>AMENDS PHRASEOLOGY AND UPDATES FORMATTING. NCCI CODE 5069 IS N/A IN MN. CHANGE IS APPLIED TO CODE 5059.</p> |

EXHIBIT 6D

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|---|--------------------|
| Code No. | Classification | Code No. | Classification | |
| | DERRICK OR OIL RIG ERECTING OR DISMANTLING—ALL OPERATIONS. Includes the construction of foundations or structures and the installation of equipment. | <u>5057</u> | DERRICK OR OIL RIG ERECTING OR DISMANTLING—ALL OPERATIONS—METAL. Includes the construction of foundations or structures and the installation of equipment. | UPDATES FORMATTING |
| 5057 | METAL | NONE | NONE | |
| 5403 | WOOD | | | |
| | | <u>5403</u> | OIL RIG OR DERRICK ERECTING OR DISMANTLING—ALL OPERATIONS—WOOD Includes the construction of foundations or structures and the installation of equipment. | |

EXHIBIT 6E

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|--|-------------------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | <p>RAILROAD CONSTRUCTION. The classifications for railroad construction and railroad operation immediately following do not contemplate coverage for insurance under the Federal Employers' Liability Act or voluntary compensation coverage for any operations subject to that Act. For such coverage information, see <i>Rule 3-A-4</i> and the Minnesota User's Guide—The Admiralty Law, the Federal Employers' Liability Act, and the Migrant and Seasonal Agricultural Worker Protection Act. See also Railroad Operations(FELA) and Railroad Construction(FELA) following</p> | <u>7855</u> | <p><u>RAILROAD CONSTRUCTION—LAYING OR RELAYING OF TRACKS OR MAINTENANCE OF WAY BY CONTRACTOR—NO WORK ON ELEVATED RAILROADS & DRIVERS.</u> The classifications for railroad construction and railroad operation do not contemplate coverage for insurance under the Federal Employers' Liability Act or voluntary compensation coverage for any operations subject to that Act. For such coverage information, refer to <i>Rule 3-A-4</i> and the Minnesota User's Guide—The Admiralty Law, the Federal Employers' Liability Act, and the Migrant and Seasonal Agricultural Worker Protection Act. Also refer to Railroad Operations (FELA) and Railroad Construction (FELA).</p> | AMEND PHRASEOLOGY AND FORMAT. |
| 7855 | <p><u>LAYING OR RELAYING OF TRACKS OR MAINTENANCE OF WAY BY CONTRACTOR—NO WORK ON ELEVATED RAILROADS & DRIVERS</u></p> <p><u>ALL OTHER OPERATIONS.</u> Assign appropriate construction or erection classification. Laying or relaying of tracks to be separately rated as Code 7855</p> | NONE | <p><u>RAILROAD CONSTRUCTION—ALL OTHER OPERATIONS</u> <u>Assign appropriate construction or erection classification. Laying or relaying of tracks to be separately rated as Code 7855.</u> <u>The classifications for railroad construction and railroad operation do not contemplate coverage for insurance under the Federal Employers' Liability Act or voluntary compensation coverage for any operations subject to that Act. For such coverage, refer to Rule 3-A-4. Also, refer to Railroad Construction (FELA) and Railroad Operations (FELA).</u></p> | |

EXHIBIT 6F

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|---|---|
| Code No. | Classification | Code No. | Classification | |
| | SCAFFOLDING . Each type of work undertaken is classified as follows: | | NONE | FORMATTING CHANGE. DELETE "SCAFFOLDING" HEADING AND NOTE THAT EACH TYPE OF WORK UNDERTAKEN IS CLASSIFIED AS FOLLOWS. |
| 5057 | CONCRETE OR CEMENT DISTRIBUTING TOWERS— INSTALLATION, REPAIR OR REMOVAL | SAME | <u>SCAFFOLDING—CONCRETE OR CEMENT DISTRIBUTING TOWERS—INSTALLATION, REPAIR OR REMOVAL</u> | |
| 7228 | DELIVERY OF MATERIALS ONLY—LOCAL HAULING ONLY— NO INSTALLATION, REPAIR OR REMOVAL—ALL EMPLOYEES & DRIVERS | NONE | <u>NONE</u> | |
| 7229 | DELIVERY OF MATERIALS ONLY—LONG DISTANCE HAULING—NO INSTALLATION, REPAIR OR REMOVAL—ALL EMPLOYEES & DRIVERS | NONE | <u>NONE</u> | |
| 9534 | OUTRIGGER SCAFFOLD INSTALLATION, REPAIR OR REMOVAL & DRIVERS | NONE | <u>NONE</u> | |
| 9534 | SUSPENDED OR SWINGING SCAFFOLD INSTALLATION, REPAIR OR REMOVAL & DRIVERS | NONE | <u>NONE</u> | |
| 5057 | SCAFFOLD INSTALLATION, REPAIR OR REMOVAL—BUILT UP FROM THE GROUND—NOT SUSPENDED OR SWINGING TYPE | SAME | <u>SCAFFOLDING—SCAFFOLD INSTALLATION, REPAIR OR REMOVAL—BUILT UP FROM THE GROUND—NOT SUSPENDED OR SWINGING TYPE</u> | |
| 5403 | SIDEWALK BRIDGES NOT OVER ONE STORY IN HEIGHT | SAME | <u>SCAFFOLDING—SIDEWALK BRIDGES NOT OVER ONE STORY IN HEIGHT</u> | |

EXHIBIT 6G

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|--|--------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>7228</u> | <u>SCAFFOLDING—DELIVERY OF MATERIALS ONLY—LOCAL HAULING ONLY—NO INSTALLATION, REPAIR OR REMOVAL—ALL EMPLOYEES & DRIVERS</u> | FORMATTING CHANGE. |
| NONE | NONE | <u>7229</u> | <u>SCAFFOLDING—DELIVERY OF MATERIALS ONLY—LONG DISTANCE HAULING—NO INSTALLATION, REPAIR OR REMOVAL—ALL EMPLOYEES & DRIVERS</u> | |

EXHIBIT 6H

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|---|-------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>9534</u> | <u>SCAFFOLDING—OUTRIGGER SCAFFOLD INSTALLATION, REPAIR OR REMOVAL & DRIVERS</u> | FORMATTING CHANGE |
| NONE | NONE | <u>9534</u> | <u>SCAFFOLDING—SUSPENDED OR SWINGING SCAFFOLD INSTALLATION, REPAIR OR REMOVAL & DRIVERS</u> | |

EXHIBIT 6I

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|--|----------------------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | <p>STEVEDORING. Any or all of the following operations conducted by employees not members of the crews of vessels shall be classified as “Stevedoring”:</p> <ol style="list-style-type: none"> 1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels. 2. Transfer of cargo, supplies, and materials between vessels and pier, irrespective of the necessity of work on board vessels by employees of the insured. 3. Transfer between string piece and point of deposit on dock or adjacent warehouses— including tiering, sorting, and breaking down. 4. Operations of all mechanical equipment, including dock tractors, in connection with the above. <p>Any or all operations as above defined shall be assigned to Code 7309F—Stevedoring NOC if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F—Stevedoring—containerized freight. All other operations shall be assigned to Code 7317F—Stevedoring—by hand. Drivers not conducting stevedoring operations as above defined shall be assigned to Codes 7228 and 7229—Trucking NOG.</p> | NONE | <p>STEVEDORING. Any or all of the following operations conducted by employees not members of the crews of vessels <u>must</u> be classified as “Stevedoring”:</p> <ol style="list-style-type: none"> 1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels. 2. Transfer of cargo, supplies, and materials between vessels and pier, <u>regardless</u> of the necessity of work on board vessels by employees of the insured. 3. Transfer between string piece and point of deposit on dock or adjacent warehouses— including tiering, sorting, and breaking down. 4. Operations of all mechanical equipment, including dock tractors, in connection with the above. <p>Any or all operations as defined <u>above</u> <u>must</u> be assigned to Code 7309F if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F. All other operations <u>must</u> be assigned to Code</p> | AMENDS FORMATTING & PHRASEOLOGY. |

EXHIBIT 6I

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|--|---------------------------------|
| Code No. | Classification | Code No. | Classification | |
| | | | 7317F. Drivers not conducting stevedoring operations as defined <u>above</u> shall be assigned to the appropriate trucking classification. | |
| 7317F | BY HAND OR HAND TRUCKS EXCLUSIVELY. Includes the incidental use of power driven escalators or conveyors, or operation of tractors and trailers through side ports. No use of hoisting equipment. Code 7317F shall not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business. | | NONE | AMENDS FORMATTING & PHRASEOLOGY |
| 7327F | CONTAINERIZED FREIGHT & DRIVERS. Applies to ships designed for freight carrying containers. No work in holds. Over the road trucking operations to be separately rated as Codes 7228 and 7229—Trucking. Code 7327F shall not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business. FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION—UNDER CONTRACT. These classifications include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated as Codes 7228 and 7229—Trucking—hauling explosives | | NONE | AMENDS FORMATTING & PHRASEOLOGY |

EXHIBIT 6I

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|----------------|---------------------------------|
| Code No. | Classification | Code No. | Classification | |
| 7350F | COVERAGE UNDER U.S. ACT | | NONE | AMENDS FORMATTING & PHRASEOLOGY |
| 7360 | COVERAGE UNDER STATE ACT ONLY | | | |
| | FREIGHT HANDLING NOC. These classifications include freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Codes 7228 and 7229 Trucking NOC. | | | |
| 7350F | COVERAGE UNDER U.S. ACT | | | |
| 7360 | COVERAGE UNDER STATE ACT ONLY | | | |
| | TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH STEVEDORE WORK: | | | |
| 8709F | COVERAGE UNDER U.S. ACT | | | |
| 8719 | COVERAGE UNDER STATE ACT ONLY | | | |
| 7309F | NOC | | | |

EXHIBIT 6J

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|--|------------------------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>7317F</u> | <u>STEVEDORING—BY HAND OR HAND TRUCKS EXCLUSIVELY</u> Includes the incidental use of power driven escalators or conveyors, or operation of tractors and trailers through side ports. No use of hoisting equipment. Code 7317F must not be assigned to the same employer in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business. | AMENDS FORMATTING AND PHRASEOLOGY. |

EXHIBIT 6K

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|---|------------------------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>7327F</u> | <u>STEVEDORING—CONTAINERIZED FREIGHT & DRIVERS</u> Applies to ships designed for freight carrying containers. No work in holds. <u>Over-the-road trucking operations to be separately rated to the appropriate trucking classification. Code 7327F must not be assigned to the same employer in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.</u> | AMENDS FORMATTING AND PHRASEOLOGY. |

EXHIBIT 6L

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|---|--------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>8709F</u> | <u>STEVEDORING—TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH STEVEDORE WORK—COVERAGE UNDER U.S. ACT</u> | AMENDS FORMATTING. |

EXHIBIT 6M

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|---|--------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | 8719 | <u>STEVEDORING—TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH STEVEDORE WORK—COVERAGE UNDER STATE ACT ONLY</u> | AMENDS FORMATTING. |

EXHIBIT 6N

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|------------------------|-------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>7309F</u> | <u>STEVEDORING—NOC</u> | AMENDS FORMATTING |

EXHIBIT 60

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|--|----------------------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>7350F</u> | <u>FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION—UNDER CONTRACT—COVERAGE UNDER U.S. ACT</u> Code 7350F and Code 7360 include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated to the appropriate trucking classification. | AMENDS FORMATTING & PHRASEOLOGY. |
| NONE | NONE | <u>7350F</u> | <u>FREIGHT HANDLING NOC—COVERAGE UNDER U.S. ACT</u> Code 7350F and Code 7360 include freight checkers. Stevedoring to be separately rated. Drivers to be separately rated to the appropriate trucking classification. | |

EXHIBIT 6P

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|----------------|----------------------|--|------------------------------------|
| Code No. | Classification | Code No. | Classification | |
| NONE | NONE | <u>7360</u> | <u>FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION—UNDER CONTRACT—COVERAGE UNDER STATE ACT ONLY</u> Code 7350F and Code 7360 include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated to the appropriate trucking classification. | AMENDS FORMATTING AND PHRASEOLOGY. |
| NONE | NONE | <u>7360</u> | <u>FREIGHT HANDLING NOC—COVERAGE UNDER STATE ACT ONLY</u> Code 7350F and Code 7360 include freight checkers. Stevedoring to be separately rated. Drivers to be separately rated to the appropriate trucking classification. | |

EXHIBIT 7

MINNESOTA BASIC MANUAL

APPENDIX D- CLASSIFICATIONS BY HAZARD GROUP

January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | NOTES |
|---------------------|------------------|----------------------|------------------|--------------------------------------|
| Class Code | Hazard Group A-G | Class Code | Hazard Group A-G | |
| 0400 | D | <u>NONE</u> | <u>NONE</u> | DELETES CLASS CODES FROM APPENDIX D. |
| 1852 | G | | | |
| 6260 | G | | | |
| 2640 | D | | | |
| 3382 | E | | | |
| 3571 | B | | | |
| 4767 | G | | | |
| 7201 | C | | | |
| 7207 | E | | | |
| 7529 | G | | | |
| 8828 | C | | | |

January 1, 2021

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | NOTES |
|---------------------|------------------|----------------------|------------------|--------------------------------------|
| Class Code | Hazard Group A-G | Class Code | Hazard Group A-G | |
| 8284 | E | <u>NONE</u> | <u>NONE</u> | DELETES CLASS CODES FROM APPENDIX D. |
| 8286 | E | | | |

EXHIBIT 7

MINNESOTA BASIC MANUAL

APPENDIX D- CLASSIFICATIONS BY HAZARD GROUP

January 1, 2018

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | NOTES |
|---------------------|------------------|----------------------|------------------|--------------------------------------|
| Class Code | Hazard Group A-G | Class Code | Hazard Group A-G | |
| 9149 | € | <u>NONE</u> | <u>NONE</u> | DELETES CLASS CODES FROM APPENDIX D. |

MWCIA EXHIBIT 12A

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|--------------------|-------------------|
| Code No. | Classification | Code No. | Classification | |
| | LEATHER | | SAME | |
| 2640 | EMBOSSING. Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2640 are conducted as a separate and distinct business. | <u>NONE</u> | <u>NONE</u> | DELETE CODE 2640. |

MWCIA EXHIBIT 12B

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|----------------|--------------------|
| Code No. | Classification | Code No. | Classification | |
| | ELECTRIC LIGHT OR POWER | | SAME | |
| 7529 | LINE CONSTRUCTION—REA PROJECTS ONLY & DRIVERS. Codes 7539—Electric Light or Power Company NOC and 7540—Electric Light or Power Cooperative shall not be assigned at the same job or location to which Code 7529 applies. | <u>NONE</u> | <u>NONE</u> | DELETES CODE 7529. |

MWCIA EXHIBIT 12C

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2021

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| | LIVESTOCK | | SAME | |
| 8284 | COMMISSION MERCHANT. Applies to merchants not operating stockyards, farms or ranches. Includes salespersons exposed to the stockyard hazard & solicitors. Excludes only clerical. | <u>8285</u> | SAME | DELETES CODE 8284. EXPOSURE REASSIGNED TO CODE 8285. |

MWCIA EXHIBIT 12D

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2021

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| 8286 | CATTLE DEALER & DRIVERS. Applies to cattle dealers not operating stockyards, farms, ranches, livestock companies or sales stables. | <u>8285</u> | SAME | DELETES CODE 8286. EXPOSURE REASSIGNED TO CODE 8285. |

MWCIA EXHIBIT 12E

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|-------------------|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| 3382 | CLOCK MFG. | <u>3383</u> | SAME | DELETES CODE 3382. EXPOSURE REASSIGNED TO CODE 3383. |

MWCIA EXHIBIT 12F

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|--|--|
| Code No. | Classification | Code No. | Classification | |
| 3574 | AIR PRESSURE OR STEAM GAUGE MFG. | <u>3574</u> | SAME | DELETES CODE 3571. EXPOSURE REASSIGNED TO CODE 3574. |
| 3574 | STEAM OR AIR PRESSURE GAUGE MFG. | <u>3574</u> | SAME | |
| | EXPLOSIVES OR AMMUNITION MFG.: | | SAME | |
| 4767 | CARTRIDGE CHARGING OR LOADING & DRIVERS. Includes all operations involving the handling of explosives or mixing of fulminate. Explosive or fulminate mfg. to be separately rated. | <u>3574</u> | SAME | DELETES CODE 4767. EXPOSURE REASSIGNED TO CODE 3574. |
| 4767 | CARTRIDGE MFG. OR ASSEMBLY—SMALL ARMS. Includes mfg. of metal components, mixing of fulminate, charging, or loading. Explosive or fulminate mfg. to be separately rated. | <u>3574</u> | SAME | |
| 4771 | NOC & Drivers. Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; fireworks mfg.; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base Cartridge charging or loading to be separately rated as Code 4767. | SAME | NOC & Drivers. Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; fireworks mfg.; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base Cartridge charging or loading to be separately rated as Code <u>3574</u> . | DELETES REFERENCE TO CODE 4767. REASSIGNED TO CODE 3574. |

MWCIA EXHIBIT 12G

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|--|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| | HORSE SHOW | | SAME | DELETES CODE 7201. EXPOSURE REASSIGNED TO CODE 8279. |
| 7204 | STABLE EMPLOYEES& DRIVERS | <u>8279</u> | SAME | |
| 7204 | LIVERY OR BOARDING STABLE—NOT SALES STABLE & DRIVERS | <u>8279</u> | SAME | |
| | RACETRACK OPERATION HORSE OR DOG: | | SAME | |
| 7204 | STABLE HANDS OR KENNEL EMPLOYEES & DRIVERS | <u>8279</u> | SAME | |
| 7207 | RIDING ACADEMY OR CLUB & DRIVERS | <u>8279</u> | SAME | DELETES CODE 7207. EXPOSURE REASSIGNED TO CODE 8279. |
| | CLUB. Employees working exclusively for a country club operation by a hotel, resort, condominium, or other community association are included in Code 9060. | | SAME | |
| 7207 | RIDING & DRIVERS | <u>8279</u> | SAME | |

MWCIA EXHIBIT 12H

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2017

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| 8828 | HOMEMAKER SERVICE. Applies to nonprofit organizations providing home help services to families with children, convalescent, aged, acutely or chronically ill or disabled persons. Clerical office employees shall be separately rated as Code 8810—Clerical and outside social case workers as Code 8742—Salespersons. | 8835 | SAME | DELETES CODE 8828. EXPOSURE REASSIGNED TO CODE 8835. |

MWCIA EXHIBIT 12I

MINNESOTA BASIC MANUAL

PART TWO – CLASSIFICATIONS

Effective January 1, 2018

| CURRENT PHRASEOLOGY | | PROPOSED PHRASEOLOGY | | COMMENTS |
|---------------------|---------------------------------------|----------------------|----------------|--|
| Code No. | Classification | Code No. | Classification | |
| 9149 | THEATER—DRIVE-IN—ALL EMPLOYEES | <u>9154</u> | SAME | DELETES CODE 9149. EXPOSURE REASSIGNED TO CODE 9154. |

MWCIA EXHIBIT 12J

MINNESOTA BASIC MANUAL

USER'S GUIDE

Effective January 1, 2017

| CURRENT PHRASEOLOGY | PROPOSED PHRASEOLOGY | COMMENTS |
|--|--|--|
| <p>In a business that manufactures clocks, all employees must be assigned to either Clock Mfg. (Code 3385), Clerical (Code 8810), Salespersons—Outside (Code 8742), or Drivers (Code 7380). In this example, division of payroll is allowed for employees whose work is divided between activities described by Codes 3385, 7380, 8810, and 8742 in four-hour blocks of time, as long as there is adequate support for a division in the employer's records.</p> | <p>In a business that manufactures clocks, all employees must be assigned to either Clock Mfg. (Code <u>3383</u>), Clerical (Code 8810), Salespersons—Outside (Code 8742), or Drivers (Code 7380). In this example, division of payroll is allowed for employees whose work is divided between activities described by Codes <u>3383</u>, 7380, 8810, and 8742 in four-hour blocks of time, as long as there is adequate support for a division in the employer's records.</p> | <p>DELETES REFERENCE TO CODE 3385 AND REPLACES IT WITH 3383.</p> |

FILING MEMORANDUM

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

PURPOSE

This item revises, establishes, and eliminates certain:

- Classifications in NCCI's *Basic Manual for Workers Compensation and Employers Liability Insurance (Basic Manual)*
- Statistical codes in NCCI's *Statistical Plan for Workers Compensation and Employers Liability Insurance (Statistical Plan)*
- Information in NCCI's *Assigned Carrier Performance Standards*

The manuals and states impacted by this item and the applicable fact sheets and exhibits are shown in the Exhibit Comments and Implementation Summary section of this item.

BACKGROUND

An analysis of NCCI's classification system identified certain classifications with low credibility that are recommended to be eliminated and reassigned to other national or state special classifications with similar operations and as applicable, certain statistical codes. NCCI uses the term "low credibility" to identify classifications that are too small to develop meaningful data for ratemaking purposes.

Additionally, the formatting of certain classifications in Part Two—Classifications of NCCI's *Basic Manual* must be revised to simplify their display and to improve online search results.

Classifications With Low Credibility to Be Eliminated

The workers compensation classification system groups employers with similar operations by classification so that loss costs and rates may be calculated to reflect overall employee exposure to injury. NCCI periodically reviews individual classifications, on a statewide and national basis, to determine which, if any, should be considered for elimination because of low credibility.

Credibility is the degree of reliance assigned to a certain body of data, expressed as a weight ranging from 0 to 1. NCCI applies credibility in its classification ratemaking methodology. A classification with low credibility has limited premium volume; therefore, it is too small to develop meaningful data for ratemaking purposes even with the use of national experience in the ratemaking process. Because of the limited premium volume, a large loss in a classification with low credibility adversely affects the volatility of the loss cost or rate for the classification. Classifications with a high degree of credibility are more stable from a ratemaking perspective.

NCCI reviewed the credibility for all classifications based on the latest policy periods used for ratemaking in NCCI's 2014 loss cost and rate filings cycle. As a result of this review, NCCI identified a number of national and state special classifications that have national and state credibility of 25% or less. NCCI considers these classifications to have low credibility.

When determining whether a classification with low credibility should be eliminated and reassigned to another classification with similar operations, NCCI considered:

- The amount of payroll in the classifications

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FILING MEMORANDUM

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

- The swing limits used for classification ratemaking within a particular state (The swing limit constrains the percentage change, up or down, that the loss cost or rate for a classification may vary from the existing loss cost or rate for that classification. The purpose of the swing limit is to avoid extreme fluctuations in loss costs or rates from year to year.)

NCCI categorized the classifications with low credibility into the following groups, as provided in each fact sheet:

Fact Sheet 1: National classifications where most states have zero payroll in the classifications and a small number of states have a limited amount of payroll in the classifications. For states with payroll in the classifications, the difference in the loss cost or rate between the classifications to be eliminated and the reassigned classifications is within the swing limits used for ratemaking within the state.

Fact Sheet 2: State special classifications that have zero payroll in the last policy period and low credibility.

Fact Sheet 3: State special classifications where the difference in the loss cost or rate between the classifications to be eliminated and the reassigned classifications is within the swing limits used for ratemaking within the state.

Fact Sheet 4: State special classifications where the classification to be eliminated will be reassigned to an existing national classification or to a national classification to be established in the state.

Fact Sheet 5: State special classifications where the difference in the loss cost or rate between the classifications to be eliminated and the reassigned classifications may exceed the swing limits used for ratemaking within the state; however, for most states, there is a small amount of payroll in the classifications. The impact is expected to be minimal for any employer in this category because the code proposed for elimination is not the governing classification code on the policy.

Low credibility classifications are recommended for elimination because there are very few employers, if any, assigned to the code. In all cases, alternate codes in the classification system contemplate the same or similar exposure as the classification being eliminated.

Classifications that are proposed for elimination are not unique to a single industry group. These classifications represent varied groups including, but not limited to, construction, retail, farming, and manufacturing. The decline in payroll and credibility in these classifications may be due to a number of economic factors. For example, in the manufacturing industry, some products may have simply diminished in popularity, technology has changed over the years, or production has moved overseas, resulting in classifications that are unstable for ratemaking purposes.

Eliminated classifications may have a small amount of remaining exposure, or the possibility of generating exposure in the future. In anticipating these situations, NCCI has assigned alternate classifications to ensure the proper transition from the eliminated class code to an existing code. This is referred to as code mapping.

Below are guidelines used by NCCI when determining code mapping:

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FILING MEMORANDUM

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

- The proposed classification to be eliminated has an identical match to an existing classification. The only difference is the code number under which the data will be reported
- In cases where the proposed classification to be eliminated does not map directly to an existing classification, NCCI has identified an alternate classification that most closely describes the business
- Some eliminated classifications will map to multiple classifications. In these instances, there is not a single classification that best describes the business. Multiple classifications must be considered, depending on the operations of the employer

Each Fact Sheet related to low credibility code elimination includes a table that displays the code mapping. These tables are provided for informational purposes only. The corresponding exhibits will display the classification proposed for each state.

Classifications to Be Reformatted

Fact Sheet 6 identifies the national classifications that must be reformatted to simplify the display of the classifications in Part Two—Classifications of NCCI's *Basic Manual* for improved online search results. Some wording will be revised to maintain the proper context of the information when displayed on a separate web page. Reformatting will not result in the reclassification of any employers.

PROPOSAL

This item is presented in exhibits as shown in the Exhibit Comments and Implementation Summary section of this item. Each exhibit's fact sheet details the proposals relating to that exhibit, as well as the background and basis for the proposed changes, the estimated impact of the proposals, and the details of implementation.

The proposed changes have been consolidated for display purposes only. Exhibits may display several revised, established, and eliminated phraseologies. These phraseologies should each be viewed as individual changes to *Basic Manual* content. The exhibit will only show the proposed changes for the classification code impacted by this item. Routine revisions to incorporate plain language are also included in this item.

IMPACT

The fact sheet for each exhibit details the potential impacts specific to each of the proposed changes. NCCI recognizes that some recommendations, such as moving a specific operation from one classification to another, may have a premium impact for particular employers. Additionally, some of the changes proposed may have a loss cost/rate impact.

IMPLEMENTATION

This item is applicable to new and renewal policies and will become effective concurrent with each state's approved loss cost/rate filing effective on and after October 1, 2016, unless otherwise noted. For example, this item will become effective October 1, 2016, for approved loss cost/rate filings that have an October 1, 2016 effective date. If there is no loss cost/rate filing for a state in a given year, this item will take effect on

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FILING MEMORANDUM

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
 E—CLASSIFICATIONS BY HAZARD GROUP**

that state's regular loss cost/rate effective date. The regular loss cost/rate effective date is the date of the state's previous year's loss cost/rate effective date.

Anticipated Effective Dates by State

The following chart shows the anticipated effective dates for each state:

| State | Anticipated* Effective Date |
|----------------------|---|
| Alabama | March 1, 2017 |
| Alaska | January 1, 2017 |
| Arizona | January 1, 2017 |
| Arkansas | July 1, 2017 |
| Colorado | January 1, 2017 |
| Connecticut | January 1, 2017 |
| District of Columbia | November 1, 2016 |
| Florida | The effective date of this item will depend on the date that regulatory approval is granted. If the item is approved on or before July 1, 2016, it will become effective January 1, 2017. If it is approved after July 1, 2016, it will become effective January 1, 2018. |
| Georgia | March 1, 2017 |
| Hawaii | This item will be implemented in Hawaii's loss cost filing proposed to be effective January 1, 2017. The effective date will be determined upon regulatory approval of the individual carrier's election to adopt this change. |
| Idaho | January 1, 2017 |
| Illinois | January 1, 2017 |
| Indiana | January 1, 2017 |
| Iowa | January 1, 2017 |
| Kansas | January 1, 2017 |
| Kentucky | October 1, 2016 |
| Louisiana | May 1, 2017 |
| Maine | April 1, 2017 |

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FILING MEMORANDUM

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

| State | Anticipated* Effective Date |
|----------------|-----------------------------|
| Maryland | January 1, 2017 |
| Mississippi | March 1, 2017 |
| Missouri | January 1, 2017 |
| Montana | July 1, 2017 |
| Nebraska | February 1, 2017 |
| Nevada | March 1, 2017 |
| New Hampshire | January 1, 2017 |
| New Mexico | January 1, 2017 |
| North Carolina | April 1, 2017 |
| Oklahoma | January 1, 2017 |
| Oregon | January 1, 2017 |
| Rhode Island | August 1, 2017 |
| South Carolina | September 1, 2017 |
| South Dakota | July 1, 2017 |
| Tennessee | March 1, 2017 |
| Texas | July 1, 2017 |
| Utah | December 1, 2016 |
| Vermont | April 1, 2017 |
| Virginia | April 1, 2017 |
| West Virginia | November 1, 2016 |

* Subject to change, depending upon the approved effective date of the loss cost/rate filing if a loss cost/rate filing has been submitted for a state.

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FILING MEMORANDUM

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
 E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT COMMENTS AND IMPLEMENTATION SUMMARY

| Exhibits | | Fact Sheet | Exhibit # | Proposal Applicable in: |
|---------------------|--|---|-----------|--|
| <i>Basic Manual</i> | National Classifications With Low Credibility to Be Eliminated | 1 | 1A | All States Except AZ, TN, TX, VA |
| | | | 1B | All States Except TX, VA |
| | | | 1C | All States Except TX, VA |
| | | | 1D | All States Except TX, VA |
| | | | 1E | All States Except TX, VA |
| | | | 1F | All States Except TX, VA |
| | | | 1G | All States Except GA, IL, TX, VA |
| | | | 1H | All States Except TX, VA |
| | | | 1I | All States Except DC, GA, MD, TX, VA |
| | | | 1J | All States Except TX, VA |
| | | | 1K | All States Except LA, TX, VA |
| | | | 1L | All States Except TX, VA |
| | | | 1M | All States Except TX, VA |
| | | | 8 | VA |
| | State Special Classifications With Low Credibility to Be Eliminated | 2 | 2 | AL, AZ, CO, FL, IL, KS, KY, MD, ME, MO, MS, NM, OK, RI, TX, VT |
| | | | 8 | VA |
| | | 3 | 3 | AL, AR, AZ, CT, IL, KY, LA, MD, MO, MS, MT, NM, OK, OR, SC, TN, UT |
| | | | 8 | VA |
| | | 4 | 4 | AL, GA, LA, MO, OK, TX |
| | | 5 | 5 | AL, CT, GA, ID, LA, ME, MO, NV, OK, OR, RI, TN, TX, WV |
| | | | 8 | VA |
| | | National Classifications to Be Reformatted | 6 | 6A |
| | 6B | | | All States Except FL, TX, VA |
| | 6C | | | All States Except CO, FL, OR, TX, VA |
| | 6D | | | All States Except TX, VA |
| | 6E | | | All States Except TX, VA |
| | 6F | | | All States Except TX, VA |

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ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
 E—CLASSIFICATIONS BY HAZARD GROUP

| Exhibits | | Fact Sheet | Exhibit # | Proposal Applicable in: |
|---|---------|------------|--|--|
| | | | 6G | All States Except AK, FL, ID, LA, MT, OR, TX, VA |
| | | | 6H | All States Except LA, TX, VA |
| | | | 6I | All States Except OR, TX, VA |
| | | | 6J | All States Except OR, TX, VA |
| | | | 6K | All States Except AZ, TX, VA |
| | | | 6L | All States Except TX, VA |
| | | | 6M | All States Except DC, TX, VA |
| | | | 6N | All States Except TX, VA |
| | | | 6O | All States Except DC, OR, TX, VA |
| | | | 6P | All States Except OR, TX, VA |
| | | | 8 | VA |
| | | | Appendix E—Table of Classifications by Hazard Group | 1, 2, 3, 4, 5, 6 |
| Additional State-Specific Exhibits | 1, 6 | 8 | AK, AZ, CT, DC, FL, GA, ID, IL, LA, MD, MO, MT, NC, OK, OR, RI, SC, TN | |
| CCPAP Exhibits | 1, 3, 4 | 9 | AK, CT, FL, HI, IL, MD, MO, MT, NE, NM, OK, OR, VA | |
| <i>Statistical Plan Coding Values</i> | 3, 4, 5 | 10 | GA, OK, TN | |
| <i>Assigned Carrier Performance Standards</i> | 1, 4 | 11 | AK, AR, GA, IN, KS, MS, NH, OR, SD | |

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**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 1—FACT SHEET

NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED

PURPOSE

The purpose of the proposed changes is to eliminate certain national classifications in NCCI's *Basic Manual* that have low credibility.

BACKGROUND

NCCI has identified a number of national classifications that have low credibility on a statewide basis. In most states, the national classifications did not have payroll for the latest policy period used for ratemaking in NCCI's 2014 loss cost and rate filings cycle; in other states there is a small amount of payroll in the classifications.

These national classifications must be eliminated and reassigned to other classifications with similar operations. The reassignment of these classifications to existing, analogous classifications will result in the use of more credible data from which to calculate loss costs and rates.

The national classifications to be eliminated are listed in the Proposal section of this fact sheet. For those states where the difference between the loss costs or rates for the eliminated classification and the proposed classification exceeds the swing limits used for ratemaking within the state, the national classification to be eliminated must be maintained as a state special classification.

PROPOSAL

This item proposes to revise NCCI's *Basic Manual* as follows:

1. National classifications will be eliminated and revised as indicated in the following table and exhibits. Some states will retain eliminated national classifications as state special classifications. Refer to the following table and Exhibit 8 for state specific information.
2. Code 0400—Cotton—Compressing & Drivers will be eliminated and a new national phraseology will be established. The new phraseology will be Code 8103—Cotton Compressing.
3. Code 2942—Crayon, Pencil, or Penholder Mfg. will be eliminated and a new national phraseology for crayon manufacturing will be established for existing national classifications. The new phraseology will be Code 4432—Crayon Mfg.
4. Code 6260—Tunneling—Pneumatic—All Operations will be eliminated and reassigned to Code 6251—Tunneling—Not Pneumatic—All Operations. Code 6251 must be revised to account for both pneumatic and non-pneumatic tunneling operations. The revised phraseology will be 6251—Tunneling—All Operations. The phraseology notes for Code 3365—Welding or Cutting NOC & Drivers, Code 6306—Sewer Construction—All Operations & Drivers, and Code 6319—Gas Main or Connection Construction & Drivers will also be revised to remove references to eliminated Code 6260.
5. Appendix E—Table of Classifications by Hazard Group will be updated to show the classifications being eliminated or added. Refer to Exhibit 7.
6. CCPAP exhibits will be updated to show the classifications being eliminated or revised. Refer to Exhibit 9.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1—FACT SHEET (CONT'D)

| National Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) | National Classification to Be Maintained as a State Special Classification |
|--|--|--|
| 0400—Cotton—Compressing & Drivers | 8103—Cotton Compressing 7380—Drivers, Chauffeurs, Messengers, and Their Helpers NOC—Commercial* | AZ, TN |
| 1852—Asbestos Goods Mfg. | Multiple equivalent national classifications, depending on the method of manufacturing. | OK, SC, VA |
| 2300—Plush or Velvet Mfg. 2300—Velvet or Plush Mfg. | 2501—Cloth, Canvas, and Related Products Mfg. NOC* | N/A |
| 2386—Lace Mfg. | 2501—Cloth, Canvas, and Related Products Mfg. NOC* | CT, NC, RI |
| 2913—Rattan, Willow, or Twisted Fiber Products Mfg. 2913—Willow, Rattan, or Twisted Fiber Products Mfg. 2913—Willowware Mfg. | 2883—Furniture Manufacturing and Cabinet Shop—Wood—NOC* | NC, TN |
| 2942—Crayon, Pencil, or Penholder Mfg. 2942—Pencil, Penholder, or Crayon Mfg. 2942—Penholder, Crayon or Pencil Mfg. | 4432—Crayon Mfg. 4432—Pen Mfg.* 4432—Pencil Mfg.—Mechanical* | GA, IL |
| 6260—Tunneling—Pneumatic—All Operations | 6251—Tunneling—All Operations DC**, GA**, MD** | N/A |
| 8105—Store—Hide or Leather Dealer 8105—Store—Leather or Hide Dealer | 8018—Store—Wholesale—NOC* | IL, MT |

* The proposed national phraseology currently applies in all states, except where indicated in the exhibits. Therefore, no national exhibit is proposed for approval.

** The state special classification for Code 6251 will be eliminated and the proposed national classification for Code 6251 will be filed in this state. Refer to Exhibit 8.

IMPACT

Historical experience from the discontinued codes will be reassigned to the corresponding national codes when the eliminated code maps primarily to one corresponding national code. The loss costs/rates and rating values for the national codes will be based on the combined historical data of the discontinued codes and the corresponding national codes. It is possible that individual employers may experience an increase or decrease in premium from the transfer of payroll to the proposed national classifications. The impact to individual risks will depend on the amount of historical payroll that transfers from the discontinued codes to the national codes. The increase or decrease in loss costs/rates is expected to be within state swing limits. No impact to overall statewide premium is expected as a result of this change.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 1—FACT SHEET (CONT'D)

ADDITIONAL STATE SPECIFIC PROPOSALS AND IMPACTS

Florida Proposal:

In addition to the national proposal, NCCI recommends that Florida revise *Basic Manual* Rule 3-A-7-a as a result of the proposed elimination of Code 1852 to remove a reference to this code. Refer to Exhibit 8.

Florida Impact:

There will be no statewide premium impact as a result of this proposal.

Louisiana Proposal:

In addition to the national proposal, NCCI recommends that Louisiana revise the note for state special classification Code 3365—Welding or Cutting NOC & Drivers as a result of the proposed elimination of Code 6260 to remove a reference to this code. Refer to Exhibit 8.

Louisiana Impact:

There will be no statewide premium impact as a result of this proposal.

Missouri Proposal:

In addition to the national proposal, NCCI recommends that Missouri revise *Basic Manual* Rule 3-A-7-a as a result of the proposed elimination of Codes 1852 and 6260 to remove references to these codes. Refer to Exhibit 8.

Missouri Impact:

There will be no statewide premium impact as a result of this proposal.

Oregon Proposal:

In addition to the national proposal, NCCI recommends that Oregon establish Code 4432 and adopt the national phraseologies for Crayon Mfg., Pen Mfg., and Pencil Mfg.—Mechanical.

Oregon Impact:

There will be no statewide premium impact as a result of this proposal.

Virginia Proposal:

NCCI recommends that Virginia retain Code 1852—Asbestos Goods Mfg. as a state special classification, and eliminate the following Virginia Special Classifications in NCCI's *Basic Manual*:

- Code 0400—Cotton Compressing & Drivers
- Code 2300—Plush or Velvet Mfg.
- Code 2386—Lace Mfg.
- Code 2913—Rattan, Willow, or Twisted Fiber Products Mfg.
- Code 2942—Pencil, Penholder or Crayon Mfg.
- Code 6260—Tunneling—Pneumatic—All Operations

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 1—FACT SHEET (CONT'D)

- Code 8105—Store—Hide or Leather Dealer

In addition, NCCI recommends that the following Virginia codes be revised to remove references to eliminated codes and to incorporate plain language: Codes 2362, 2688, 2883, 3365, 4432, 6251, 6306, 6319, 8017, 8018 and 8108.

Refer to Exhibit 8 for Virginia exhibits.

Virginia Impact:

Historical experience from the discontinued class codes will be reassigned to the corresponding class codes when the eliminated code maps primarily to one corresponding code. The loss costs/rates and rating values for the national codes will be based on the combined historical data of the discontinued codes and the corresponding codes. It is possible that individual employers may experience an increase or decrease in premium from the transfer of payroll to the proposed national classifications. The impact to individual risks will depend on the amount of historical payroll that transfers from the discontinued codes to the national codes. The increase or decrease in loss costs/rates is expected to be within state swing limits. No impact to overall statewide premium is expected as a result of this change.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1A—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, UT, VT, WV)

8103◆ COTTON COMPRESSING

Includes incidental warehouses. Codes 8103 and 0401 must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1B—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

0400 COTTON—COMPRESSING & DRIVERS

~~Includes incidental warehouses. Codes 0400 and 0401—Cotton gin shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1C—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

4852 **ASBESTOS—GOODS MFG.**

~~Includes spinning or weaving.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1D—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

~~2300 PLUSH OR VELVET MFG.~~

~~2300 VELVET OR PLUSH MFG.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1E—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

2386 ~~LAGE MFG.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1F—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

~~2943 RATTAN, WILLOW, OR TWISTED FIBER PRODUCTS MFG.~~

~~Includes upholstering.~~

~~2943 WILLOW, RATTAN, OR TWISTED FIBER PRODUCTS MFG.~~

~~Includes upholstering.~~

~~2943 WILLOWWARE MFG.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1G—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, HI, IA, ID, IN, KS, KY, LA, MD, ME, MO, MS, MT,
NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

4432 CRAYON MFG.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1H—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

~~2942 GRAYON, PENCIL, OR PENHOLDER MFG.~~

~~2942 PENCIL, PENHOLDER OR GRAYON MFG.~~

~~2942 PENHOLDER, GRAYON OR PENCIL MFG.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1I—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CT, CO, FL, HI, IA, ID, IL, IN, KS, KY, LA, ME, MO, MS, MT, NC,
NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

6251 • ~~TUNNELING—NOT PNEUMATIC—ALL OPERATIONS-~~

Includes lining, all employees working under air pressure, and all others working in the tunnel or performing work in connection with equipment. Subway construction to be separately rated.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1J—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

6260• TUNNELING—PNEUMATIC—ALL OPERATIONS

~~Includes lining, all employees working under air pressure and all others working in the tunnel or in
work on the apparatus connected therewith.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1K—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

3365• WELDING OR CUTTING NOC & DRIVERS-

Applies to both shop and outside work and includes incidental machining operations. ~~Shall~~ Must not be assigned at a single job or location to a ~~risk engaged in~~ an employer that performs operations described by another classification. An exception exists in that work under air pressure ~~shall~~ must be rated as Code 6252—Shaft sinking or ~~6260~~ 6251—Tunneling—All Operations; work in connection with demolition jobs ~~shall~~ must be rated as wrecking; work in connection with erection of iron or steel erection ~~shall~~ must be so rated; and work in connection with oil or gas pipeline construction ~~shall~~ must be rated as Code 6233—Oil or gas pipeline construction.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 1L—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION**

**FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS**

**(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)**

6306• SEWER CONSTRUCTION—ALL OPERATIONS & DRIVERS.

Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 ~~or 6260~~. Surface restoration to be separately rated.

6319• STEAM MAINS OR CONNECTIONS CONSTRUCTION & DRIVERS.

Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 ~~or 6260~~.

Code 7539—Steam heating or power company ~~shall~~ must not be assigned at the same job or location to which Code 6319 applies.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 1M—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION

FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

8405◆ STORE—HIDE OR LEATHER DEALER

8405◆ STORE—LEATHER OR HIDE DEALER

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 2—FACT SHEET

STATE SPECIAL CLASSIFICATIONS WITH ZERO PAYROLL TO BE ELIMINATED

PURPOSE

The purpose of the proposed changes is to eliminate certain state special classifications in NCCI’s *Basic Manual* that have zero payroll and low credibility.

BACKGROUND

NCCI has identified a number of state special classifications that have low credibility on a statewide basis. In all cases provided in this fact sheet, the classifications have not had payroll for the latest policy period used for ratemaking in NCCI’s 2014 loss cost and rate filings cycle. Some classifications with zero payroll in the latest policy period may have low credibility due to the fact that NCCI calculates credibility based on five policy years.

Due to low credibility, these classifications must be eliminated and reassigned to other classifications with similar operations that are currently applicable in the states. In most cases, the proposed classifications currently include the operations of the state special classifications that are proposed to be eliminated. The reassignment of these classifications to existing, analogous classifications will result in the use of more credible data from which to calculate loss costs and rates.

PROPOSAL

This item proposes to revise NCCI’s *Basic Manual* as follows:

1. State special classifications will be eliminated and national classifications will be assigned as indicated in the following table and exhibits. In some cases, the state special classification to be eliminated is referenced in other classifications. Any references to the eliminated codes in other classifications will be revised for consistency.
2. Appendix E—Table of Classifications by Hazard Group will be updated to show the classifications being eliminated or revised. Refer to Exhibit 7.

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|---|---|
| AL | 2101—Fish Curing | 2095—Fish Curing |
| | 3120—Razor Mfg.—Safety | 3270—Razor Mfg.—Safety |
| | 7570—Steam Heating or Power Co.—All Employees & Drivers | 7539—Steam Heating or Power Co.—All Employees & Drivers |
| AZ | 3639—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. | 3632—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. |
| CO | 3639—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. | 3632—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. |
| FL | 4586—Ammonium Nitrate Mfg. | 4829—Ammonium Nitrate Mfg. |
| IL | 3639—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. | 3632—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. |
| | 4716—Lard Refining | 4683—Lard Refining |
| | 4730—Match Mfg. | 4279—Match Mfg. |
| | 4750—Synthetic Rubber Intermediate Mfg. | 4829—Synthetic Rubber—Intermediate Mfg. |
| KS | 4585—Ammonia Mfg. | 4829—Ammonia Mfg. |
| KY | 4585—Ammonia Mfg. | 4829—Ammonia Mfg. |
| MD | 2791—Pipe Mfg.—Wooden, Tobacco | 2841—Pipe Mfg.—Wooden, Tobacco |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 2—FACT SHEET (CONT'D)

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|---|---|--|
| ME | 4417—Boot or Shoe Mfg.—Rubber | 4410—Boot or Shoe Mfg.—Rubber |
| MO | 4940—Soda Water Fountain or Apparatus Mfg. | 3076—Soda Water Fountain or Apparatus Mfg. |
| MS | 3639—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. | 3632—Explosives or Ammunition Mfg.—Projectile or Shell Mfg. |
| | 4585—Ammonia Mfg. | 4829—Ammonia Mfg. |
| NM | 0169—Farm—Sheep, Goat, and Llama Raising & Drivers | 0083—Farm—Goat or Sheep Raising & Drivers |
| OK | 2804—Casket or Coffin Mfg. or Assembly—Wood | 2881—Casket or Coffin Mfg. or Assembly—Wood |
| | 2804—Coffin or Casket Mfg. or Assembly—Wood | |
| | 4940—Soda Water Fountain or Apparatus Mfg. | 3076—Soda Water Fountain or Apparatus Mfg. |
| | 7570—Steam Heating or Power Co.—All Employees & Salespersons, Drivers | 7539—Steam Heating or Power Co.—All Employees & Drivers 8742—Salespersons or Collectors—Outside* |
| RI | 2260—Wool Combing or Scouring | 2211—Wool Combing or Scouring |
| | 3561—Sewing Machine Mfg. | 3574—Sewing Machine Mfg. |
| | 4301—Wallpaper Mfg. | 4279—Wallpaper Mfg. |
| TX | 2560—Parachute Mfg. and Servicing | 2501—Cloth, Canvas and Related Products Mfg. NOC 2501—Umbrella Mfg. |
| | 2560—Umbrella Mfg. | |
| | 2705—Logging or Lumbering—Pulpwood Only & Drivers | 2702—Logging or Lumbering & Drivers** 2719—Logging or Lumbering—Mechanized Felling Machines (Includes the Use of Chain Saws for Delimiting & Bucking) & Drivers** |
| VA*** | 1745—Hone Stone Mfg. | 1803—Hone or Oil Stone Mfg. & Drivers |
| | 1745—Oil Stone Mfg. & Drivers | 1803—Oil or Hone Stone Mfg. & Drivers |
| | 1745—Soapstone or Soapstone Products Mfg. | 1803—Soapstone or Soapstone Products Mfg. & Drivers |
| | 2101—Fish Curing | 2095—Fish Curing |
| | 2260—Wool Combing or Scouring | 2211—Wool Combing or Scouring |
| | 2560—Umbrella Mfg. | 2501—Umbrella Mfg. |
| | 3117—File Mfg. | 3118—File Mfg. |
| | 3516—Loom Harness or Reed Mfg. | 3515—Loom Harness or Reed Mfg. |
| 7724—National Guard and Other State Military Organizations—Officers and Members Thereof | 7720—Police Officers & Drivers | |
| VT | 2791—Pipe Mfg.—Wooden, Tobacco | 2841—Pipe Mfg.—Wooden, Tobacco |
| | 3582—Scale Mfg. | 3559—Confection Machine Mfg. |

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 2—FACT SHEET (CONT'D)

* The proposed national phraseology currently applies in this state. Therefore, no national exhibit is proposed for approval.

** The indicated state special phraseology currently applies in this state. Therefore, no state exhibit is proposed for approval.

*** Refer to Exhibit 8.

IMPACT

Historical experience from the discontinued codes with zero payroll in the latest policy period evaluated will be reassigned to the corresponding national codes when the eliminated code maps primarily to one corresponding national code. The loss costs/rates and rating values for the national codes will be based on the combined historical data of the discontinued codes and the corresponding national codes. No impact to overall statewide premium is expected as a result of this change.

ADDITIONAL STATE SPECIFIC PROPOSALS AND IMPACT

Kansas Proposal:

Code 4585—Ammonia Mfg. is proposed to be eliminated and as a result the note of Code 4586—Ammonium Nitrate Mfg. must be revised to remove a reference to Code 4585 and to update the phraseology note. Refer to Exhibit 2.

Kansas Impact:

There will be no statewide premium impact as a result of this state specific proposal.

New Mexico Proposal:

Code 0169—Farm—Sheep, Goat, and Llama Raising & Drivers is proposed for elimination. Code 0169 was not designated with the farm classification symbol. Proposed Code 0083—Farm—Goat or Sheep Raising & Drivers is designated with the farm classification symbol. Refer to Exhibit 2.

New Mexico Impact:

There will be no statewide premium impact as a result of this state specific proposal.

Virginia Proposal:

Code 3257—Wire Goods Mfg. NOC is proposed to be revised to remove a reference to eliminated Code 3516 and to incorporate plain language. Refer to Exhibit 8.

Virginia Impact:

There will be no statewide premium impact as a result of this state specific proposal.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 2
BASIC MANUAL—2001 EDITION
FACT SHEET 2—STATE SPECIAL CLASSIFICATIONS WITH ZERO PAYROLL TO BE
ELIMINATED
PART TWO—CLASSIFICATIONS
NATIONAL PHRASEOLOGIES TO BE APPLICABLE
(APPLIES IN: AL)

- 2095 FISH CURING
 Applies to shore or dock work only.
- 3270 RAZOR MFG.—SAFETY
- 7539 STEAM HEATING OR POWER CO.—ALL EMPLOYEES & DRIVERS
 Includes store employees and meter readers. Construction of buildings to be separately rated.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 2
BASIC MANUAL—2001 EDITION
FACT SHEET 2—STATE SPECIAL CLASSIFICATIONS WITH ZERO PAYROLL TO BE
ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: AL)

2404 FISH CURING

Applies to shore or dock work only.

3420 RAZOR MFG.—SAFETY

7570 STEAM HEATING OR POWER CO.—ALL EMPLOYEES & DRIVERS

Not electric. Includes store employees and meter readers. Construction of buildings to be separately rated.

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NATIONAL PHRASEOLOGY TO BE APPLICABLE
(APPLIES IN: AZ)

3632 EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.

Includes incidental “nosing in.” Not cartridge or shell case mfg. Forging or casting of shapes or loading or testing with explosives to be separately rated.

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3639 ~~EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.~~
~~Includes incidental “nosing in”. Not cartridge or shell case mfg. Forging or casting of shapes or
loading or testing with explosives to be separately rated.~~

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- 3632 EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.
Includes incidental “nosing in.” Not cartridge or shell case mfg. Forging or casting of shapes or
loading or testing with explosives to be separately rated.

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3639 ~~EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.~~

~~Includes incidental "nosing in." Not cartridge or shell case mfg. Forging or casting of shapes or loading or testing with explosives to be separately rated.~~

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4829 AMMONIUM NITRATE MFG.
Includes dehydration and graining.

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4586 **AMMONIUM NITRATE MFG.**

~~Includes dehydration and graining. Mfg. of ammonia and nitric acid to be separately rated as Code 4829.~~

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- 3632** EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.
Includes incidental “nosing in.” Not cartridge or shell case mfg. Forging or casting of shapes or loading or testing with explosives to be separately rated.
- 4683** LARD REFINING
Codes 4683 and 2089—Packing house shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.
- 4279** MATCH MFG.
Lumbering operations to be separately rated as Code 2702—Logging or lumbering.
- 4829** SYNTHETIC RUBBER INTERMEDIATE MFG.
Oil refining, gasoline recovery, acetylene gas mfg., and alcohol mfg. to be separately rated.

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- 3639** ~~EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.~~
Includes incidental “nosing in.” Not cartridge or shell case mfg. Forging or casting of shapes or loading or testing with explosives to be separately rated.
- 4746** ~~LARD REFINING~~
Codes 4746 and 2089—Packing house must not be assigned to the same risk unless the operations described are conducted as separate and distinct businesses.
- 4730** ~~MATCH MFG.~~
Lumbering operations to be separately rated as Code 2702—Logging or lumbering.
- 4750** ~~SYNTHETIC RUBBER INTERMEDIATE MFG.~~
Oil refining, gasoline recovery, acetylene gas mfg. and alcohol mfg. to be separately rated.

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4829 AMMONIA MFG.

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(APPLIES IN: KS)

4585 **AMMONIA MFG.**

Mfg. of nitric acid and ammonium nitrate to be separately rated as Code 4829—Acid mfg. and Code 4586—Ammonium nitrate mfg., respectively.

4586 **AMMONIUM NITRATE MFG.**

Includes dehydration and graining. Mfg. Manufacturing of ammonia and nitric acid to be separately rated as Code 4585—Ammonia mfg. and to Code 4829—Acid mfg., respectively.

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4829 AMMONIA MFG.

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4585 **AMMONIA MFG-**

~~Mfg. of nitric acid and ammonium nitrate to be separately rated as Code 4829—Acid mfg. and Code 4829—Ammonium nitrate mfg.~~

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2841 PIPE MFG.—WOODEN, TOBACCO

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2794 PIPE MFG.—WOODEN, TOBACCO

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(APPLIES IN: ME)

4410 BOOT OR SHOE MFG.—RUBBER
Includes combined rubber and fabric boots or shoes.

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4417 **BOOT OR SHOE MFG.—RUBBER**
~~Includes combined rubber and fabric boots or shoes.~~

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3076 SODA WATER FOUNTAIN OR APPARATUS MFG.

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4940 SODA WATER FOUNTAIN OR APPARATUS MFG.

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- 3632 EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.
Includes incidental “nosing in.” Not cartridge or shell case mfg. Forging or casting of shapes or loading or testing with explosives to be separately rated.
- 4829 AMMONIA MFG.

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3639 ~~EXPLOSIVES OR AMMUNITION MFG.—PROJECTILE OR SHELL MFG.~~

~~Includes incidental “nosing in.” Not cartridge or shell case mfg. Forging or casting of shapes or loading or testing with explosives to be separately rated.~~

4585 ~~AMMONIA MFG.~~

~~Mfg. of nitric acid and ammonium nitrate to be separately rated as Code 4829—Acid mfg. and Code 4586—Ammonium nitrate mfg., respectively.~~

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0083 ■ FARM—GOAT OR SHEEP RAISING & DRIVERS

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0469 FARM—SHEEP, GOAT, AND LLAMA RAISING & DRIVERS

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(APPLIES IN: OK)

- 2881 CASKET OR COFFIN MFG. OR ASSEMBLY—WOOD
Includes the manufacturing of metal fittings.
- 3076 SODA WATER FOUNTAIN OR APPARATUS MFG.
- 7539 STEAM HEATING OR POWER CO.—ALL EMPLOYEES & DRIVERS
Includes store employees and meter readers. Construction of buildings to be separately rated.

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- 2804** ~~GASKET OR GOFFIN MFG. OR ASSEMBLY—WOOD~~
Includes the mfg. of metal fittings.
- 2804** ~~GOFFIN OR GASKET MFG. OR ASSEMBLY—WOOD~~
Includes the mfg. of metal fittings.
- 4940** ~~SODA WATER FOUNTAIN OR APPARATUS MFG.~~
- 7570** ~~STEAM HEATING OR POWER CO.—ALL EMPLOYEES & SALESPERSONS, DRIVERS~~
Not electric. Includes store employees and meter readers. Construction of buildings to be separately rated.

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2211 WOOL COMBING OR SCOURING

Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2211 are conducted as a separate and distinct business.

3574 SEWING MACHINE MFG.

4279 WALLPAPER MFG.

Includes designing, printing, or finishing. Paper mfg. to be separately rated as Code 4239.

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2260 **WOOL COMBING OR SCOURING**

Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2260 are conducted as a separate and distinct business.

3564 **SEWING MACHINE MFG.**

4304 **WALLPAPER MFG.**

Includes designing, printing or finishing. Paper mfg. to be separately rated as 4239.

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(APPLIES IN: TX)

2501 **CLOTH, CANVAS AND RELATED PRODUCTS MFG. NOC**

The installation, removal, or repair of awnings, tents, or other canvas products away from the shop must be classified to Code 5102. Unless payroll records are accurately maintained, showing the amount of payroll expended for shop work, the entire payroll must be assigned to Code 5102.

2501 **UMBRELLA MFG.**

Mfg. of frames, handles, or hardware to be separately rated.

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2560 Parachute Mfg. and Servicing

~~Includes packing.~~

2560 Umbrella Mfg.

~~Mfg. of frames, handles or hardware to be separately rated.~~

2705 Logging or Lumbering—Pulpwood Only & Drivers

~~Includes transportation of logs to mill, construction, operation, maintenance or extension of logging roads or logging railroads.~~

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2841 PIPE MFG.—WOODEN, TOBACCO

3559 CONFECTION MACHINE MFG.

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~~2794~~ ~~PIPE MFG.—WOODEN, TOBACCO~~

~~3582~~ ~~SCALE MFG.~~

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EXHIBIT 3—FACT SHEET

STATE SPECIAL CLASSIFICATIONS WITHIN SWING LIMITS TO BE ELIMINATED

PURPOSE

The purpose of the proposed changes is to eliminate certain state special classifications in NCCI’s *Basic Manual* that have low credibility.

BACKGROUND

NCCI has identified a number of state special classifications that have low credibility on a statewide basis. In all cases provided in this fact sheet, the difference in the loss cost or rate between the classifications to be eliminated and the proposed classifications is within the state-specific swing limits used for ratemaking. These classifications must be eliminated and reassigned to other national classifications with similar operations that are currently applicable or are proposed to be applicable in the states. In most cases, the proposed classifications currently include the operations of the state special classifications to be eliminated. The reassignment of these classifications to existing, analogous classifications will result in the use of more credible data from which to calculate loss costs and rates.

PROPOSAL

This item proposes to revise NCCI’s *Basic Manual* as follows:

1. State special classifications will be eliminated and national classifications will be assigned as indicated in the following table and exhibits. In some cases, the state special classification to be eliminated is referenced in other classifications. Any references to the eliminated codes in other classifications will be revised for consistency.
2. Appendix E—Table of Classifications by Hazard Group will be updated to show the classifications being eliminated or revised. Refer to Exhibit 7.
3. CCPAP exhibits will be updated to show the classifications being eliminated or revised. Refer to Exhibit 9.

Additionally, the *Statistical Plan* will be updated to show a statistical code being eliminated and reassigned in TN. Refer to Exhibit 10.

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|---|---|
| AL | 3117—File Mfg. | 3118—File Mfg. |
| | 7500—Gas Works & Salespersons, Drivers | 7502—Gas Works & Drivers |
| | | 8742—Salespersons or Collectors—Outside* |
| AR | 1745—Hone or Oil Stone Mfg. | 1803—Hone or Oil Stone Mfg. & Drivers |
| | 1745—Oil or Hone Stone Mfg. | 1803—Soapstone or Soapstone Products Mfg. & Drivers |
| | 1745—Soapstone or Soapstone Products Mfg. | |
| | 8295—Cotton Merchant | 8103—Cotton Merchant |
| | 8295—Cotton Storage | 8103—Cotton Storage |

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EXHIBIT 3—FACT SHEET (CONT'D)

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|---|--|
| AZ | 9529—Concrete or Cement Distributing Towers—Installation, Repair, or Removal & Drivers 9529—Construction Elevator or Hod Hoist Installation, Repair, or Removal & Drivers 9529—Hod Hoist or Construction Elevator Installation, Repair, or Removal & Drivers 9529—Scaffolds or Sidewalk Bridges—Installation, Repair or Removal & Drivers | 5057—Concrete or Cement Distributing Towers—Installation, Repair, or Removal & Drivers 5057—Construction Elevator or Hod Hoist Installation, Repair, or Removal & Drivers—Iron or Steel Buildings or Structures 5057—Scaffolding—Scaffold Installation, Repair, or Removal—Built Up From the Ground—Not Suspended or Swinging Type |
| CT | 8399—Truck or Trailer Body Repair Shop—All Employees & Parts Department Employees, Drivers | 3822—Automobile, Bus, Truck, or Trailer Body Mfg.—Die-Pressed Steel** |
| | | 3824—Automobile, Bus, Truck, or Trailer Body Mfg. NOC** |
| | | 7380—Drivers, Chauffeurs, Messengers, and Their Helpers NOC—Commercial* |
| IL | 3561—Sewing Machine Mfg. | 3574—Sewing Machine Mfg. |
| | 3571—Steam or Air Pressure Gauge Mfg. | 3574—Steam or Air Pressure Gauge Mfg. |
| | 4301—Wallpaper Mfg. | 4279—Wallpaper Mfg. |
| KY | 2747—Cooperage Assembly | 2881—Cooperage—Assembly |
| LA | 7223—Trucking Common Carrier—All Employees & Drivers | 7219—Trucking—NOC—All Employees & Drivers** |
| | 8295—Cotton Merchant 8295—Cotton Storage | 8103—Cotton Merchant 8103—Cotton Storage |
| MD | 4417—Boot or Shoe Mfg.—Rubber | 4410—Boot or Shoe Mfg.—Rubber |
| MO | 2747—Barrel Assembly | 2881—Barrel Assembly—Wood |
| | 2747—Cooperage Assembly | 2881—Cooperage—Assembly |
| MS | 2804—Casket or Coffin Mfg. or Assembly—Wood | 2881—Casket or Coffin Mfg. or Assembly—Wood |
| | 2804—Coffin or Casket Mfg. or Assembly—Wood | |
| | 4586—Ammonium Nitrate Mfg. | 4829—Ammonium Nitrate Mfg. |
| | 6827F—Ship Building—Iron or Steel & Drivers—Coverage Under U.S. Act | 6843F—Shipbuilding—Iron or Steel—NOC & Drivers—Coverage Under U.S Act |
| | 6837—Ship Building—Iron or Steel & Drivers—Coverage Under State Act Only | 6854—Shipbuilding—Iron or Steel NOC & Drivers—Coverage Under State Act Only |
| MT | 8295—Cotton Merchant 8295—Cotton Storage | 8103—Cotton Merchant 8103—Cotton Storage |
| | 6365—Irrigation Pipe Installation—Agricultural—Above Ground & Drivers | 3724—Machinery or Equipment Erection or Repair NOC & Drivers* |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 3—FACT SHEET (CONT'D)

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|--|--|
| NM | 1219—Potash Mining & Drivers | 1164—Mining NOC—Not Coal—Underground—& Drivers* 1165—Mining NOC—Not Coal—Surface & Drivers* |
| | 4063—Pottery Mfg.—Earthenware—Glazed or Porcelain—Hand Molded or Cast—No Manufacture of Sinks, Bathtubs and Commodes | 4062—Pottery Mfg.—Porcelain Ware—Mechanical Press Forming** |
| OK | 1605—Blasting Rock & Drivers 1605—Rock Excavation & Drivers | 6217—Blasting Rock & Drivers 6217—Rock Excavation & Drivers |
| | 2791—Pipe Mfg.—Wooden, Tobacco | 2841—Pipe Mfg.—Wooden, Tobacco |
| | 4586—Ammonium Nitrate Mfg. | 4829—Ammonium Nitrate Mfg. |
| OR | 9451—County—Over 300,000 Population—Composite Rate | 9410—Municipal, Township, County or State Employee NOC* |
| SC | 2260—Wool Combing or Scouring | 2211—Wool Combing or Scouring |
| UT | 0169—Sheep or Goat Raising & Drivers | 0083—Farm—Sheep or Goat Raising & Drivers |
| VA*** | 1605—Excavation—Rock & Drivers | 6217—Rock Excavation & Drivers |
| | 2791—Pipe Mfg.—Wooden, Tobacco | 2841—Pipe Mfg.—Wooden, Tobacco |
| | 4582—Fertilizer Dry Mixing Plants | 4583—Fertilizer Mfg. & Drivers |

* The proposed national phraseology currently applies in this state. Therefore, no national exhibit is proposed for approval.

** The indicated state special phraseology currently applies in this state. Therefore, no state special exhibit is proposed for approval.

*** Refer to Exhibit 8.

The following state has a statistical code associated with the state special classification code to be eliminated. The proposed national classification also has an associated statistical code.

| State | State Special Classification or Statistical Code to Be Eliminated | Proposed National Classification or Statistical Code |
|-------|---|--|
| TN | 4761—Explosives or Ammunition Mfg.—Fireworks Mfg. & Drivers | 4771—Explosives or Ammunition Mfg.—NOC & Drivers |
| | 4771—Explosives or Ammunition Mfg.—NOC & Drivers* | |
| | 0761—Non-Ratable Portion of Class Code Rate** | 0771—Non-Ratable Portion of Class Code Rate*** |

* The state special phraseology and note for Code 4771 will be eliminated and replaced by the proposed national phraseology and note for Code 4771.

** Refer to Exhibit 10 for the elimination of this statistical code.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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EXHIBIT 3—FACT SHEET (CONT'D)

*** The indicated statistical code currently applies in this state. Therefore, no national exhibit is proposed for approval.

IMPACT

Historical experience from the discontinued class codes will be reassigned to the corresponding national class codes when the eliminated code maps primarily to one corresponding national code. The loss costs/rates and rating values for the national class codes will be based on the combined historical data of the discontinued class codes and the corresponding national class codes. It is possible that individual employers may experience an increase or decrease in premium from the transfer of payroll to the proposed national classifications. The impact to individual risks will depend on the amount of historical payroll that transfers from the discontinued codes to the national codes. The increase or decrease in loss costs/rates is expected to be within state swing limits. No impact to overall statewide premium is expected as a result of this change.

ADDITIONAL STATE SPECIFIC PROPOSALS AND IMPACT

Kentucky Proposal:

Code 2747—Cooperage Assembly is proposed to be eliminated and replaced by Code 2881—Cooperage Assembly. As a result, the note of Code 2741—Cooperage Stock Mfg. must be revised to remove a reference to Code 2747. Refer to Exhibit 3.

Kentucky Impact:

There will be no statewide premium impact as a result of these state specific changes.

New Mexico Proposal:

Code 4063—Pottery Mfg.—Earthenware—Glazed or Porcelain—Hand Molded or Cast—No Manufacture of Sinks, Bathtubs and Commodes is proposed to be eliminated. The following changes are also proposed:

- The note for state special Code 4061—Pottery Mfg.—Earthenware—Glazed or Porcelain—Hand Molded or Cast—Including Manufacture of Sinks, Bathtubs and Commodes must be revised to remove a reference to Code 4063.
- National phraseologies for Code 4053—Pottery Mfg.—China or Tableware and Code 4062—Pottery Mfg.—Porcelain Ware—Mechanical Press Forming are proposed to replace the existing state special phraseologies because they match.

Refer to Exhibit 3.

New Mexico Impact:

There will be no statewide premium impact as a result of these state specific changes.

Virginia Proposal:

The following must also be revised to remove references to eliminated codes and to incorporate plain language: Codes 2841, 3822, 3824, 4771, and 8215. Refer to Exhibit 8.

Virginia Impact:

There will be no statewide premium impact as a result of this state specific proposal.

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3118 FILE MFG.

7502 GAS WORKS & DRIVERS

Applies to all operations including store employees and meter readers. Construction of buildings or gasholders to be separately rated.

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3447 ~~FILE MFG.~~

7500 ~~GAS WORKS & SALESPERSONS, DRIVERS~~

~~Applies to all operations including store employees and meter readers. Construction of buildings or gasholders to be separately rated.~~

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- 1803 HONE OR OIL STONE MFG. & DRIVERS
 Quarrying to be separately rated.
- 1803 SOAPSTONE OR SOAPSTONE PRODUCTS MFG. & DRIVERS
 Quarrying to be separately rated.
- 8103◆ COTTON MERCHANT
 Includes warehouse or yard employees.
- 8103◆ COTTON STORAGE
 Applies to baled cotton. Includes warehouse or yard employees.

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- 4745** ~~HONE OR OIL STONE MFG.~~
Quarrying to be separately rated.
- 4745** ~~OIL OR HONE STONE MFG.~~
Quarrying to be separately rated.
- 4745** ~~SOAPSTONE OR SOAPSTONE PRODUCTS MFG.~~
Quarrying to be separately rated.
- 8295◆** ~~COTTON—MERCHANT~~
Includes warehouse or yard employees.
- 8295◆** ~~COTTON—STORAGE~~
Applies to baled cotton. Includes warehouse or yard employees.

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- 5057• CONCRETE OR CEMENT DISTRIBUTING TOWERS—INSTALLATION, REPAIR, OR REMOVAL & DRIVERS.
Erection, repair, or removal of concrete or cement distributing towers by contractors as an incidental part of their construction work shall be included in the classification with which the work is associated.
- 5057• CONSTRUCTION ELEVATOR OR HOD HOIST INSTALLATION, REPAIR, OR REMOVAL & DRIVERS—IRON OR STEEL BUILDINGS OR STRUCTURES
- 5057• SCAFFOLDING—SCAFFOLD INSTALLATION, REPAIR OR REMOVAL—BUILT UP FROM THE GROUND—NOT SUSPENDED OR SWINGING TYPE

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**9529• CONCRETE OR CEMENT DISTRIBUTING TOWERS—INSTALLATION, REPAIR, OR
REMOVAL & DRIVERS**

Erection, repair, or removal of concrete or cement distributing towers by contractors as an incidental part of their construction work shall be included in the classification with which the work is associated.

**9529• CONSTRUCTION ELEVATOR OR HOD HOIST INSTALLATION, REPAIR, OR REMOVAL &
DRIVERS**

Such operations performed by contractors who erect, repair or remove hod hoists or construction elevators as an incidental part of their construction work are to be included in the classification with which the work is associated.

**9529• HOD HOIST OR CONSTRUCTION ELEVATOR INSTALLATION, REPAIR, OR REMOVAL &
DRIVERS**

Such operations performed by contractors who erect, repair or remove hod hoists or construction elevators as an incidental part of their construction work are to be included in the classification with which the work is associated.

9529• SCAFFOLDS OR SIDEWALK BRIDGES—INSTALLATION, REPAIR OR REMOVAL & DRIVERS

Contractors who erect, repair or remove scaffolds, concrete or cement distributing towers, sidewalk bridges or hod hoists or construction elevators as an incidental part of their construction work to be separately rated. Such operations, when so performed, to be included in the classification with which the work is associated.

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**8399 TRUCK OR TRAILER BODY REPAIR SHOP—ALL EMPLOYEES & PARTS DEPARTMENT
EMPLOYEES, DRIVERS**

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3574 SEWING MACHINE MFG.

3574 STEAM OR AIR PRESSURE GAUGE MFG.

4279 WALLPAPER MFG.

Includes designing, printing, or finishing. Paper mfg. to be separately rated as Code 4239.

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~~3564 SEWING MACHINE MFG.~~

~~3574 STEAM OR AIR PRESSURE GAUGE MFG.~~

~~4304 WALLPAPER MFG.~~

~~Includes designing, printing or finishing. Paper mfg. to be separately rated as Code 4230.~~

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2881 COOPERAGE ASSEMBLY

Stock mfg. to be separately rated as Code 2735—Cooperage stock mfg.

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2747 **COOPERAGE ASSEMBLY**

~~Stock mfg. to be separately rated as 2741—Cooperage stock mfg.~~

2741 **COOPERAGE STOCK MFG.**

Applies to the manufacture of heads, hoops, or staves. Cooperage assembly to be separately rated as Code ~~2747~~ 2881.

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8103◆ COTTON MERCHANT

Includes warehouse or yard employees.

8103◆ COTTON STORAGE

Applies to baled cotton. Includes warehouse or yard employees.

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7223 TRUCKING—COMMON CARRIER—ALL EMPLOYEES & DRIVERS

~~Includes depot employees.~~

8295◆ COTTON MERCHANT

~~Includes warehouse or yard employees.~~

8295◆ COTTON STORAGE

~~Applies to baled cotton. Includes warehouse or yard employees.~~

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4410 BOOT OR SHOE MFG.—RUBBER
Includes combined rubber and fabric boots or shoes.

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4417 **BOOT OR SHOE MFG.—RUBBER**
~~Includes combined rubber and fabric boots or shoes.~~

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(APPLIES IN: MO)

2881 **BARREL ASSEMBLY—WOOD**

Stock mfg. to be separately rated as Code 2735—Barrel stock mfg.

2881 **COOPERAGE ASSEMBLY**

Stock mfg. to be separately rated as Code 2735—Cooperage stock mfg.

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2747 BARREL ASSEMBLY

Stock mfg. to be separately rated as Code 2735—Barrel-stock mfg.

2747 COOPERAGE ASSEMBLY

Stock mfg. to be separately rated as Code 2735—Cooperage stock mfg.

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- 2881 **CASKET OR COFFIN MFG. OR ASSEMBLY—WOOD**
Includes the manufacturing of metal fittings.
- 4829 **AMMONIUM NITRATE MFG.**
Includes dehydration and graining.
- 6843F **SHIPBUILDING—IRON OR STEEL NOC & DRIVERS—COVERAGE UNDER U.S. ACT**
Includes fabrication or assembling of ship plates or frames, all yard operations, and shops directly connected with the construction of hulls. Subject to Rule 1-E, the following classifications and no others are available for use in connection with Classification Codes 6843F and 6854:
3620 Boilermaking
3081 Foundry—Ferrous—NOC
3085 Foundry—Nonferrous
3632 Machine Shop (other than maintenance machine shop)
- 6854 **SHIPBUILDING—IRON OR STEEL NOC & DRIVERS—COVERAGE UNDER STATE ACT ONLY**
Includes fabrication or assembling of ship plates or frames, all yard operations, and shops directly connected with the construction of hulls. Subject to Rule 1-E, the following classifications and no others are available for use in connection with Classification Codes 6843F and 6854:
3620 Boilermaking
3081 Foundry—Ferrous—NOC
3085 Foundry—Nonferrous
3632 Machine Shop (other than maintenance machine shop)
- 8103◆ **COTTON MERCHANT**
Includes warehouse or yard employees.
- 8103◆ **COTTON STORAGE**
Applies to baled cotton. Includes warehouse or yard employees.

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2804 GASKET OR GOFFIN MFG. OR ASSEMBLY—WOOD

Includes the mfg. of metal fittings.

2804 GOFFIN OR GASKET MFG. OR ASSEMBLY—WOOD

Includes the mfg. of metal fittings.

4586 AMMONIUM NITRATE MFG.

Includes dehydration and graining. Mfg. of ammonia and nitric acid to be separately rated as Code 4585—Ammonia mfg. and Code 4829—Acid mfg., respectively.

SHIPBUILDING—IRON OR STEEL & DRIVERS

Applies to the building of commercial hulls not exceeding 300 feet in length. Includes fabrication or assembling of ship plates or frames, all yard operations, and shops directly connected with the construction of hulls. Subject to the rules for division of payroll, the following classes and no others are available for use in connection with this class:

6827F Coverage under U.S. Act

6837 Coverage under State Act Only

3620 Boilermaking

3084 Foundry—Ferrous—NOC

3085 Foundry—Nonferrous

3632 Machine Shop (other than maintenance machine shop)

8295♦ COTTON MERCHANT

Includes warehouse or yard employees.

8295♦ COTTON STORAGE

Applies to baled cotton. Includes warehouse or yard employees.

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6365 • ~~IRRIGATION PIPE INSTALLATION—AGRICULTURAL—ABOVE GROUND & DRIVERS~~

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- 4053 POTTERY MFG.—CHINA OR TABLEWARE
Mining, quarrying or clay digging to be separately rated.
- 4062 POTTERY MFG.—PORCELAIN WARE—MECHANICAL PRESS FORMING
Mining, quarrying or clay digging to be separately rated.

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4249 POTASH MINING & DRIVERS

Applies to shafts, tunnels or drifts and includes construction, repair or maintenance of all buildings, structures or equipment; installation of machinery. Refining operations to be separately rated.

4061 POTTERY MFG.—EARTHENWARE—GLAZED OR PORCELAIN—HAND MOLDED OR CAST—INCLUDING MANUFACTURE OF SINKS, BATHTUBS, AND COMMODES

Codes 4061 and 4062 must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses. Mining, quarrying, or clay digging to be separately rated.

4053 ~~China or Tableware.~~ Mining, quarrying, or clay digging to be separately rated.

~~Earthenware—Glazed or Porcelain—Hand Molded or Cast.~~ Codes 4061, and 4062—Pottery mfg.—porcelain ware—mechanical press forming, and 4063 shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses. Mining, quarrying or clay digging to be separately rated.

4064 ~~Including Manufacture of Sinks, Bathtubs and Commodes~~

4063 ~~No Manufacture of Sinks, Bathtubs and Commodes~~

4062 ~~Porcelain Ware—Mechanical Press Forming.~~ Mining, quarrying or clay digging to be separately rated.

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- 6217• BLASTING ROCK & DRIVERS
- 6217• ROCK EXCAVATION & DRIVERS.
Not tunneling or street or road construction.
- 2841 PIPE MFG.—WOODEN, TOBACCO
- 4829 AMMONIUM NITRATE MFG.
Includes dehydration and graining.

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4605 **BLASTING ROCK & DRIVERS**

4605 **ROCK EXCAVATION & DRIVERS**

Not tunneling or street or road construction.

2794 **PIPE MFG.—WOODEN, TOBACCO**

4586 **AMMONIUM NITRATE MFG.**

Includes dehydration and graining. Mfg. of ammonia and nitric acid to be separately rated as Code 4829.

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9454 **COUNTY—OVER 300,000 POPULATION—COMPOSITE RATE**

Only direct employees of a county may be assigned to this classification. Workers provided through a temporary help agency or employee leasing arrangement must be classified to the code that best describes the work performed.

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2211 WOOL COMBING OR SCOURING

Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2211 are conducted as a separate and distinct business.

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2260 WOOL COMBING OR SCOURING

Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2260 are conducted as a separate and distinct business.

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4771 **EXPLOSIVES OR AMMUNITION MFG.—NOC & DRIVERS**

Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge charging or loading; fireworks mfg.; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base. Code 0771 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0771 is not subject to experience rating or retrospective rating.

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4764 EXPLOSIVES OR AMMUNITION MFG.—FIREWORKS MFG. & DRIVERS

~~Fireworks exhibition to be separately rated as Code 9180. Code 0761 must be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0761 is not subject to experience rating or retrospective rating.~~

4774 EXPLOSIVES OR AMMUNITION MFG.—NOG & DRIVERS

~~Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge charging or loading; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base. Code 0771 must be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0771 is not subject to experience rating or retrospective rating.~~

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0083 ■ FARM—SHEEP OR GOAT RAISING & DRIVERS

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0469◆ SHEEP OR GOAT RAISING & DRIVERS

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EXHIBIT 4—FACT SHEET

STATE SPECIAL CLASSIFICATIONS TO BE ELIMINATED AND MAPPED TO NATIONAL CLASSIFICATIONS

PURPOSE

The purpose of the proposed changes is to eliminate certain state special classifications in NCCI’s *Basic Manual* that have low credibility. In all cases provided in this fact sheet, the state special classification to be eliminated must be reassigned to an existing national classification or to a national classification to be established in the state. The starting loss cost or rate for the national classification to become applicable in the state would equal the latest loss cost or rate for the state special classification to be eliminated.

BACKGROUND

NCCI has identified a number of state special classifications that have low credibility on a statewide basis. These classifications must be eliminated and reassigned to classifications with similar operations. In most cases, the proposed national classifications currently include the operations of the state special classifications to be eliminated.

The reassignment of these classifications to existing, analogous classifications will result in the use of more credible data from which to calculate loss costs and rates.

PROPOSAL

This item proposes to revise NCCI’s *Basic Manual* as follows:

1. State special classifications will be eliminated and national classifications will be assigned as indicated in the following table and exhibits. In some cases, the state special classification to be eliminated is referenced in other classifications. Any references to the eliminated codes in other classifications will be revised for consistency.
2. Appendix E—Table of Classifications by Hazard Group will be updated to show the classifications being eliminated or revised. Refer to Exhibit 7.
3. CCPAP exhibits will be updated to show the classifications being eliminated or revised. Refer to Exhibit 9.

Additionally, the *Statistical Plan* and *Assigned Carrier Performance Standards* will be updated to show statistical codes being eliminated and reassigned in GA.

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|--------------|---|---|
| AL | 1474—Distillation—Wood—Destructive Process & Drivers | 1472—Distillation—Wood & Drivers |
| LA | 1474—Distillation—Wood—Destructive Process & Drivers | 1472—Distillation—Wood & Drivers |
| | 9530—Bell Installation—Tower & Drivers 9530—Mobile Crane Leasing or Rental—With Operators—All Operations & Drivers 9530—Rigging NOC & Drivers 9530—Scaffolding—Outrigger Scaffold Installation, Repair, or Removal & Drivers 9530—Scaffolding—Suspended or Swinging Scaffold Installation, Repair, or Removal & Drivers | 9534—Bell Installation—Tower & Drivers 9534—Mobile Crane and Hoisting Service Contractors—NOC—All Operations & Drivers 9534—Scaffolding—Outrigger Scaffold Installation, Repair, or Removal & Drivers 9534—Scaffolding—Suspended or Swinging Scaffold Installation, Repair, or Removal & Drivers |

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EXHIBIT 4—FACT SHEET (CONT'D)

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|--|--|
| MO | 5515—Street or Road Construction & Drivers | 5507—Street or Road Construction—Subsurface Work & Drivers 5508—Street or Road Construction—Rock Excavation & Drivers |
| OK | 4311—Newspaper Operation—Publishing | 4304—Newspaper Publishing |
| TX | 4716—Grease Processing Plant—For Restaurant Grease Exclusively 4716—Lard Refining | 4683—Grease Processing Plant—For Restaurant Grease Exclusively* 4683—Lard Refining* |
| | 8295—Cotton Compressing & Drivers 8295—Cotton Merchant & Drivers 8295—Cotton Storage & Drivers | 8103—Cotton Compressing 8103—Cotton Merchant 8103—Cotton Storage 7380—Drivers, Chauffeurs and Their Helpers NOC—Commercial** |

* A state special phraseology and note is proposed for approval in this state.

** The indicated state special phraseology currently applies in this state. Therefore, no state exhibit is proposed for approval.

The following state has statistical codes associated with the state special classification codes to be eliminated. The proposed national classification also has an associated statistical code.

| State | State Special Classification or Statistical Code to Be Eliminated | Proposed National Classification or Statistical Code |
|---|---|--|
| GA | 1474—Distillation—Wood—Destructive Process & Drivers | 1472—Distillation—Wood & Drivers |
| | 4770—Explosives or Ammunition Mfg.—Bag Loading—Propellant Charges & Drivers | 4771—Explosives or Ammunition Mfg.—NOC & Drivers* |
| | 4775—Explosives or Ammunition Mfg.—Cartridge Charging or Loading & Drivers | |
| | 4775—Explosives or Ammunition Mfg.—Shell Case Loading & Drivers | |
| | 4779—Explosives or Ammunition Mfg.—Cap, Primer, Fuse, Booster, or Detonator Assembly & Drivers 4779—Explosives or Ammunition Mfg.—Fireworks Mfg. & Drivers | |
| | 0770—Non-Ratable Portion of Class Code Rate** | 0771—Non-Ratable Portion of Class Code Rate*** |
| | 0775—Non-Ratable Portion of Class Code Rate** | |
| 0779—Non-Ratable Portion of Class Code Rate** | | |

* The proposed national phraseology was approved in Georgia per Item B-1428, effective 3/1/16. Therefore, no national exhibit is proposed for approval.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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EXHIBIT 4—FACT SHEET (CONT'D)

** Refer to Exhibit 10 for the elimination of this statistical code.

*** Currently the Statistical Plan shows Statistical Code 0771 as effective 07/98 in Georgia. This Item proposes that the effective date be changed to 3/1/16 as approved in Item B-1428.

IMPACT

Historical experience from the discontinued class codes will be reassigned to the newly established corresponding national codes. The initial loss costs/rates and rating values for the newly established national class codes will be equal to the loss costs/rates and rating values of the discontinued state special classifications. No impact to overall statewide premium is expected as a result of this change.

ADDITIONAL STATE SPECIFIC PROPOSALS AND IMPACTS

Missouri Proposal:

Code 5515—Street or Road Construction & Drivers is proposed to be eliminated and Codes 5507—Street or Road Construction—Subsurface Work & Drivers and 5508—Street or Road Construction—Rock Excavation & Drivers will be established. As a result of these changes, the note of Code 5505—Paving or Road Surfacing or Scraping NOC & Yard, Drivers must be revised to remove references to Code 5515 and add references to Codes 5507 and 5508. The note of state special Code 5213—Concrete Construction NOC must also be revised to remove a reference to Code 5515 and add a reference to Codes 5507 and 5508. Refer to Exhibit 4.

Missouri Impact:

There will be no statewide premium impact as a result of these state specific changes.

Texas Proposal:

State special phraseologies for Code 4683 are proposed for approval because the Texas treatment differs from the national wording of Code 4683. Refer to Exhibit 4.

Texas Impact:

There will be no statewide premium impact as a result of these state specific changes.

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1472 DISTILLATION—WOOD & DRIVERS.
Includes distillation of alcohol or mfg. of creosote or acetates.

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4474 **DISTILLATION—WOOD—DESTRUCTIVE PROCESS & DRIVERS**

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1472 DISTILLATION—WOOD & DRIVERS.
Includes distillation of alcohol or mfg. of creosote or acetates.

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4474 DISTILLATION—WOOD—DESTRUCTIVE PROCESS & DRIVERS**4770 EXPLOSIVES OR AMMUNITION MFG.—BAG LOADING—PROPELLANT CHARGES & DRIVERS-**

Code 0770 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0770 is not subject to experience rating or retrospective rating.

4775 EXPLOSIVES OR AMMUNITION MFG.—GARTRIDGE CHARGING OR LOADING & DRIVERS-

Includes all operations involving the handling of explosives or mixing of fulminate. Explosive or fulminate mfg. to be separately rated. Code 0775 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0775 is not subject to experience rating or retrospective rating.

4775 EXPLOSIVES OR AMMUNITION MFG.—SHELL CASE LOADING & DRIVERS-

Applies to 20 mm. and over and includes assembling with loaded projectile. Projectile or primer loading to be separately rated. Code 0775 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0775 is not subject to experience rating or retrospective rating.

4779 EXPLOSIVES OR AMMUNITION MFG.—CAP, PRIMER, FUSE, BOOSTER, OR DETONATOR ASSEMBLY & DRIVERS-

Includes mixing of charges or loading. Explosive mfg. to be separately rated. Code 0779 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0779 is not subject to experience rating or retrospective rating.

4779 EXPLOSIVES OR AMMUNITION MFG.—FIREWORKS MFG. & DRIVERS-

Fireworks exhibitions to be separately rated as Code 9180. Code 0779 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0779 is not subject to experience rating or retrospective rating.

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1472 **DISTILLATION—WOOD & DRIVERS.**

Includes distillation of alcohol or mfg. of creosote or acetates.

9534• **BELL INSTALLATION—TOWER & DRIVERS**

9534• **MOBILE CRANE AND HOISTING SERVICE CONTRACTORS—NOC—ALL OPERATIONS & DRIVERS.**

Includes yard employees. This classification shall apply to hoisting or lifting operations requiring the use of mobile hoisting equipment, block and fall, jacks, shoring timbers, rollers, ropes, and cables including transportation of such equipment to and from work sites. Shall not be assigned to a risk engaged in both hoisting and construction operations at the same job or location. The entire payroll in connection with such project, including the payroll developed in the operation of the mobile crane shall be assigned to the applicable construction classification.

9534• **SCAFFOLDING—OUTRIGGER SCAFFOLD INSTALLATION, REPAIR, OR REMOVAL & DRIVERS**

9534• **SCAFFOLDING—SUSPENDED OR SWINGING SCAFFOLD INSTALLATION, REPAIR, OR REMOVAL & DRIVERS**

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- 4474 **DISTILLATION—WOOD—DESTRUCTIVE PROCESS & DRIVERS**
- 9530● **BELL INSTALLATION—TOWER & DRIVERS**
- 9530● **MOBILE CRANE LEASING OR RENTAL—WITH OPERATORS—ALL OPERATIONS &
DRIVERS**
Includes yard employees.
- 9530● **RIGGING NOC & DRIVERS**
- 9530● **SCAFFOLDING—OUTRIGGER SCAFFOLD INSTALLATION, REPAIR, OR REMOVAL &
DRIVERS**
- 9530● **SCAFFOLDING—SUSPENDED OR SWINGING SCAFFOLD INSTALLATION, REPAIR, OR
REMOVAL & DRIVERS**

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5507• STREET OR ROAD CONSTRUCTION—SUBSURFACE WORK & DRIVERS

Applies to clearing of right-of-way, earth excavation, filling or grading. Separately rate: rock excavation, tunneling, bridge or culvert building where clearance is more than 10 feet at any point or the entire distance between terminal abutments exceeds 20 feet quarrying, and stone crushing.

5508• STREET OR ROAD CONSTRUCTION—ROCK EXCAVATION & DRIVERS

Includes incidental quarrying or stone crushing. No tunneling.

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5213• CONCRETE CONSTRUCTION NOC

Includes foundations or the making, setting up or taking down forms, scaffolds, falsework, or concrete distributing apparatus.

~~Codes 5222—Concrete construction in connection with bridges or culverts, 5505—Paving or road surfacing or scraping NOC, 5506, 5507, or 5508 5515—Street or road construction shall~~ must not be assigned at the same job or location to which Code 5213 applies. Excavation, pile driving, all work in sewers, tunnels, subways, caissons, or cofferdams to be separately rated.

5505• PAVING OR ROAD SURFACING OR SCRAPING NOC & YARDS, DRIVERS

~~Codes 5506, 5507, and 5508 5515—Street or road construction shall~~ must not be assigned at the same job or location to which Code 5505 applies. Not applicable to contracts that involved the construction or reconstruction of the base or foundation of the roadway; the widening or relocation of the roadbed; or the laying of concrete roads or pavements. Contracts that involve the foregoing operations, as well as paving, must be classified as Codes 5506, 5507, and 5508 5515—Street or road construction.

5545• STREET OR ROAD CONSTRUCTION & DRIVERS

~~Includes clearing of right of way, earth or rock excavation; filling, or grading. Separately rate tunneling, bridge or culvert building where clearance is more than 40 feet at any point or the entire distance between terminal abutments exceeds 20 feet.~~

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(APPLIES IN: OK)

4304 **NEWSPAPER PUBLISHING.**

Artists, designers, proofreaders, editors, or clerical office employees to be separately rated as Code 8810—Clerical. Reporters, advertising, or circulation solicitors to be separately rated as Code 8742—Salespersons.

News carriers shall be assigned to the governing classification of the risk by which they are employed, except that news carriers using motor vehicles or bicycles in connection with their operations shall be separately rated as Code 7380—Drivers.

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4344 **NEWSPAPER OPERATION—PUBLISHING**

Artists, designers, proofreaders, editors, clerical office employees, reporters, advertising and circulation solicitors shall be separately rated in accordance with the rules of the manual.

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(APPLIES IN: TX)

8103◆ **COTTON COMPRESSING**

Includes incidental warehouses. Codes 8103 and 0401 must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses.

8103◆ **COTTON MERCHANT**

Includes warehouse or yard employees.

8103◆ **COTTON STORAGE**

Applies to baled cotton. Includes warehouse or yard employees.

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(APPLIES IN: TX)

4683 Grease Processing Plant—For Restaurant Grease Exclusively

4683 Lard Refining

Codes 4683 and 2081—Packing house must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses.

4746 Grease Processing Plant—For Restaurant Grease Exclusively

4746 Lard Refining

8295◆ Cotton Compressing & Drivers

~~Includes incidental warehouses.~~

8295◆ Cotton Merchant & Drivers

~~Includes warehouse or yard employees.~~

8295◆ Cotton Storage & Drivers

~~Applies to baled cotton. Includes warehouse or yard employees.~~

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EXHIBIT 5—FACT SHEET

STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE ELIMINATED

PURPOSE

The purpose of the proposed changes is to eliminate certain state special classifications in NCCI’s *Basic Manual* that have low credibility. In some cases provided in this fact sheet, the difference in the loss cost or rate between the classifications to be eliminated and the proposed classifications may exceed the swing limits used for ratemaking within the state. The impact is expected to be minimal compared to the increase or decrease in the current loss costs or rates from the discontinued class codes to the national codes.

BACKGROUND

NCCI has identified a number of state special classifications that have low credibility on a statewide basis. These classifications must be eliminated and reassigned to other classifications with similar operations that are currently applicable in the states. In most cases, the proposed classifications currently include the operations of the state special classifications to be eliminated. In the remaining cases, the classification that most closely describes the business will be assigned. The reassignment of these classifications to existing, analogous classifications will result in the use of more credible data from which to calculate loss costs and rates.

PROPOSAL

This item proposes to revise NCCI’s *Basic Manual*:

1. State special classifications will be eliminated and national classifications will be assigned as indicated in the following table and exhibits.
2. Appendix E—Table of Classifications by Hazard Group in NCCI’s *Basic Manual* will be updated to show the classifications being eliminated or revised. Refer to Exhibit 7.

Additionally, the *Statistical Plan* will be updated to show a statistical code being eliminated and reassigned.

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|---|--|
| AL | 2804—Casket or Coffin Mfg. or Assembly—Wood | 2881—Casket or Coffin Mfg. or Assembly—Wood |
| | 2804—Coffin or Casket Mfg. or Assembly—Wood | |
| | 8295—Cotton Merchant | 8103—Cotton Merchant |
| | 8295—Cotton Storage | 8103—Cotton Storage |
| CT | 3120—Razor Mfg.—Safety | 3270—Razor Mfg.—Safety |
| GA | 8295—Cotton Merchant | 8103—Cotton Merchant |
| | 8295—Cotton Storage | 8103—Cotton Storage |
| ID | 1605—Blasting Rock & Drivers | 6217—Blasting Rock & Drivers |
| | 1605—Excavation—Rock & Drivers | 6217—Rock Excavation & Drivers |
| | 1605—Rock Excavation & Drivers | |
| LA | 4565—Carbon Mfg. | 4751—Synthetic Rubber Mfg.* |
| | 9080—Dance Hall—All Operations | Multiple equivalent national classifications, such as restaurants, bars, or clubs, depending on the operation. |
| ME | 2113—Cannery—Sardines | 2111—Cannery NOC* |

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EXHIBIT 5—FACT SHEET (CONT'D)

| State | State Special Classification to Be Eliminated | Proposed National Classification (Unless Otherwise Noted) |
|-------|--|--|
| MO | 4716—Lard Refining | 4683—Lard Refining |
| NV | 7724—National Guard—Officers And Members | 7720—Police Officers & Drivers* |
| OR | 3168—Furnace Mfg.—All Types | 3169—Stove Mfg.* |
| | 9470—County—Over 150,000 Population—Composite Rate | 9410—Municipal, Township, County or State Employee NOC* |
| RI | 3516—Loom Harness or Reed Mfg. 3516—Reed or Loom Harness Mfg. | 3515—Loom Harness or Reed Mfg. |
| TN | 8295—Cotton Merchant 8295—Cotton Storage | 8103—Cotton Merchant 8103—Cotton Storage |
| TX | 2576—Awning or Tent Mfg.—Fabric—Shop 2576—Canvas Goods Mfg. NOC—Shop 2576—Sail Making 2576—Tent or Awning Mfg.—Shop | 2501—Awning or Tent Mfg.—Shop 2501—Cloth, Canvas and Related Products Mfg. NOC 2501—Sailmaking |
| VA** | 9023—Buildings—Residential—Operation by Owner or Lessee | 9012—Building or Property Management—Property Managers and Leasing Agents & Clerical, Salespersons* |
| | | 9015—Building or Property Management—All Other Employees* |
| | 9080—Dance Hall—All Operations | Multiple equivalent national classifications, such as restaurants, bars, or clubs, depending on the operation. |
| WV | 4565—Carbon Mfg. | 4751—Synthetic Rubber Mfg.* |

* The proposed national phraseology currently applies in this state. Therefore, no national exhibit is proposed for approval.

** Refer to Exhibit 8.

The following state has a statistical code associated with the state special classification code to be eliminated. The proposed national classification also has an associated statistical code to be established.

| State | State Special Classification or Statistical Code to Be Eliminated | Proposed National Classification or Statistical Code |
|-------|---|--|
| OK | 4565—Carbon Mfg. | 4751—Synthetic Rubber Mfg.* |
| | 4761—Explosives or Ammunition Mfg.—Fireworks Mfg. & Drivers | 4771—Explosives or Ammunition Mfg.—NOC & Drivers |
| | 4771—Explosives or Ammunition Mfg.—NOC & Drivers** | |
| | 0761—Non-Ratable Portion of Class Code Rate*** | 0771—Non-Ratable Portion of Class Code Rate**** |
| | 9080—Dance Hall—All Operations | Multiple equivalent national classifications, such as restaurants, bars, or clubs, depending on the operation. |

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EXHIBIT 5—FACT SHEET (CONT'D)

* The proposed national phraseology currently applies in this state. Therefore, no national exhibit is proposed for approval.

** The state special phraseology and note for Code 4771 will be eliminated and replaced by the proposed national phraseology and note for Code 4771.

*** Refer to Exhibit 10 for the elimination of this statistical code.

**** The indicated statistical code currently applies in this state. Therefore, no national exhibit is proposed for approval.

IMPACT

Historical experience from the discontinued codes will be reassigned to the corresponding national codes when the eliminated code maps primarily to one corresponding national code. The loss costs/rates and rating values for the national codes will be based on the combined historical data of the discontinued codes and the corresponding national codes. It is possible that individual employers may experience an increase or decrease in premium from the transfer of payroll to the proposed national classifications. The impact to total risk premium is expected to be minimal compared to the increase or decrease in current loss costs/rates from the discontinued codes to the national codes. No impact to overall statewide premium is expected as a result of this change.

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- 2881 CASKET OR COFFIN MFG. OR ASSEMBLY—WOOD
 Includes the manufacturing of metal fittings.
- 8103◆ COTTON MERCHANT
 Includes warehouse or yard employees.
- 8103◆ COTTON STORAGE
 Applies to baled cotton. Includes warehouse or yard employees.

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- 2804** ~~GASKET OR GOFFIN MFG. OR ASSEMBLY—WOOD~~
Includes the mfg. of metal fittings.
- 2804** ~~GOFFIN OR GASKET MFG. OR ASSEMBLY—WOOD~~
Includes the mfg. of metal fittings.
- 8295◆** ~~COTTON MERCHANT~~
Includes warehouse or yard employees.
- 8295◆** ~~COTTON STORAGE~~
Applies to baled cotton. Includes warehouse or yard employees.

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3270 RAZOR MFG.—SAFETY

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3420 RAZOR MFG.—SAFETY

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- 8103◆ COTTON MERCHANT
Includes warehouse or yard employees.
- 8103◆ COTTON STORAGE
Applies to baled cotton. Includes warehouse or yard employees.

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8295◆ COTTON MERCHANT

~~Includes warehouse or yard employees.~~

8295◆ COTTON STORAGE

~~Applies to baled cotton. Includes warehouse or yard employees.~~

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- 6217• BLASTING ROCK & DRIVERS
- 6217• ROCK EXCAVATION & DRIVERS.
Not tunneling or street or road construction.

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(APPLIES IN: ID)

- 4605 BLASTING ROCK & DRIVERS**
- 4605 EXCAVATION ROCK & DRIVERS**
Not tunneling or street or road construction.
- 4605 ROCK EXCAVATION & DRIVERS**
Not tunneling or street or road construction.

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4565 **~~CARBON MFG.~~**

~~Applies to mfg. carbon from burning gas, oil, or similar products. Drilling wells, erecting or dismantling derricks; mfg. casing head gas to be separately rated.~~

9080 **~~DANCE HALL—ALL OPERATIONS~~**

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2443 **GANNERY—SARDINES**

Can mfg. to be separately rated as Code 3220.

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4683 LARD REFINING.

Codes 4683 and 2089—Packing house shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.

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4746 LARD REFINING

Codes 4746 and 2089—Packing house shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.

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7724 NATIONAL GUARD—OFFICERS AND MEMBERS

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(APPLIES IN: OK)

4771 **EXPLOSIVES OR AMMUNITION MFG.—NOC & DRIVERS**

Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge charging or loading; fireworks mfg.; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base. Code 0771 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0771 is not subject to experience rating or retrospective rating.

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(APPLIES IN: OK)

4565 CARBON MFG.

Applies to carbon mfg. from burning gas, oil or similar products. Drilling wells, erection or dismantling derricks; mfg. casing head gas to be separately rated.

4764 EXPLOSIVES OR AMMUNITION MFG.—FIREWORKS MFG. & DRIVERS

Fireworks exhibitions to be separately rated as Code 9180.

Code 0764 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0764 is not subject to experience rating or retrospective rating.

4774 EXPLOSIVES OR AMMUNITION MFG.—NOG & DRIVERS

Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge charging or loading; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base. Code 0774 shall be assigned in conjunction with this code to reflect the nonratable catastrophe loading. Premium generated by Code 0774 is not subject to experience rating or retrospective rating.

9080 DANCE HALL—ALL OPERATIONS

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: OR)

3468 FURNACE MFG.—ALL TYPES

9470 COUNTY—OVER 450,000 POPULATION—COMPOSITE RATE

Only direct employees of a county may be assigned to this classification. Workers provided through a temporary help agency or employee leasing arrangement must be classified to the code that best describes the work performed.

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E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
PART TWO—CLASSIFICATIONS
NATIONAL PHRASEOLOGIES TO BE APPLICABLE
(APPLIES IN: RI)

3515 LOOM HARNESS OR REED MFG.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: RI)

~~3546~~ ~~LOOM HARNESS OR REED MFG.~~

~~3546~~ ~~REED OR LOOM HARNESS MFG.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
PART TWO—CLASSIFICATIONS
NATIONAL PHRASEOLOGIES TO BE APPLICABLE
(APPLIES IN: TN)

- 8103◆ COTTON MERCHANT
Includes warehouse or yard employees.
- 8103◆ COTTON STORAGE
Applies to baled cotton. Includes warehouse or yard employees.

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E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: TN)

- 8295◆ COTTON MERCHANT**
Includes warehouse or yard employees.
- 8295◆ COTTON STORAGE**
Applies to baled cotton. Includes warehouse or yard employees.

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E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
PART TWO—CLASSIFICATIONS
NATIONAL PHRASEOLOGIES TO BE APPLICABLE
(APPLIES IN: TX)

2501 **AWNING OR TENT MFG.—SHOP**

The installation, removal, or repair of awnings or tents away from the shop must be classified to Code 5102. Unless payroll records are accurately maintained showing the amount of payroll expended for shop work, the entire payroll must be assigned to Code 5102.

2501 **CLOTH, CANVAS AND RELATED PRODUCTS MFG. NOC**

The installation, removal, or repair of awnings, tents, or other canvas products away from the shop must be classified to Code 5102. Unless payroll records are accurately maintained, showing the amount of payroll expended for shop work, the entire payroll must be assigned to Code 5102.

2501 **SAILMAKING**

Applies to shop operations.

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EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS EXCEEDING SWING LIMITS TO BE
ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: TX)

~~2576 Awning or Tent Mfg.—Fabric—Shop~~

~~2576 Canvas Goods Mfg. NCG—Shop~~

~~2576 Sail Making~~

~~Applies to shop operations.~~

~~2576 Tent or Awning Mfg.—Shop~~

~~The installation, removal, or repair of awnings, tents, or other canvas products away from the shop shall be classified as 5102—Tent Erection.~~

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 5
BASIC MANUAL—2001 EDITION
FACT SHEET 5—STATE SPECIAL CLASSIFICATIONS TO BE ELIMINATED AND MAPPED
TO NATIONAL CLASSIFICATIONS
SPECIAL CLASSIFICATIONS
(APPLIES IN: WV)

4565 **~~CARBON MFG.~~**

~~Applies to manufacturing carbon from burning gas, oil, or similar products. Drilling wells, erecting or dismantling derricks; manufacturing casing head gas to be separately rated.~~

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 6—FACT SHEET

CLASSIFICATIONS TO BE REFORMATTED

PURPOSE

The purpose of the proposed changes is to reformat certain classifications in Part Two—Classifications of NCCI's *Basic Manual*. Reformatting the classifications will simplify the display of the classifications in the manual for improved online search results on ncci.com.

BACKGROUND

In Part Two—Classifications of NCCI's *Basic Manual*, there are situations where certain classifications have a common note for multiple phraseologies. To improve the online search results in these situations, the classifications must be reformatted so that the note is separately displayed with each phraseology. Some notes will need to be revised to maintain the proper context of the information when displayed on a separate web page. Additionally, some wording will be revised to incorporate plain language. Reformatting will not result in the reclassification of any employers.

PROPOSAL

This item proposes to reformat the following NCCI *Basic Manual* national classifications as indicated:

1. Dinner Theater NOC
2. Military Reservation—Construction
3. Oil Rig or Derrick Erecting or Dismantling—All Operations
4. Railroad Construction
5. Scaffolding
6. Stevedoring

Refer to Exhibit 8 for Virginia and all other state-specific exhibits.

IMPACT

No statewide premium impact is expected and no changes are proposed to the loss costs/rates for any of the classifications to be reformatted.

ADDITIONAL STATE SPECIFIC PROPOSALS AND IMPACTS

Alaska Proposal

In addition to the national recommendations referenced above, NCCI recommends that Alaska eliminate the state special classifications for Stevedoring and Freight Handling and adopt the national. The national revision eliminates references to specific trucking classifications that do not apply in Alaska, and instead just refers to "trucking classifications." Due to this change, an Alaska special is no longer needed. Refer to Exhibit 8.

Alaska Impact:

No statewide premium impact is expected in Alaska as a result of this state specific proposal.

Arizona Proposal

In addition to the national recommendations referenced above, NCCI recommends that Arizona revise Rule 4-A-3-g. Item 02-AZ-2015 proposed changes to Arizona's cancellation and nonrenewal provisions. All changes were previously approved by the regulator, but a subsequent NCCI review determined that the following sentence must be added to the rule for clarification: "Change Rule 4-A-3-g as follows:" Refer to Exhibit 8.

Arizona Impact:

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 6—FACT SHEET (CONT'D)

No statewide premium impact is expected in Arizona as a result of this state specific proposal.

Florida Proposal

In addition to the national recommendations referenced above, NCCI recommends that Florida eliminate the state special classifications for Stevedoring and Freight Handling and adopt the proposed national treatment. The revision to the national language eliminates references to specific trucking classifications that do not apply in Florida, and instead just refers to “trucking classifications.” Due to the change, a Florida special is no longer needed. NCCI also recommends that Florida reformat the state special classification for Military Construction for improved online search results. Refer to Exhibit 8.

Florida Impact:

No statewide premium impact is expected in Florida as a result of this state specific proposal.

Idaho Proposal

In addition to the national recommendations referenced above, NCCI recommends that Idaho eliminate the state special classifications for Stevedoring and Freight Handling and adopt the proposed national treatment. The revision to the national language eliminates references to specific trucking classifications that do not apply in Idaho, and instead just refers to “trucking classifications.” Due to the change, an Idaho special is no longer needed. Refer to Exhibit 8.

Idaho Impact:

No statewide premium impact is expected in Idaho as a result of this state specific proposal.

Louisiana Proposal

In addition to the national recommendations referenced above, NCCI recommends that Louisiana eliminate the state special classifications for Stevedoring and Freight Handling and adopt the proposed national treatment. The revision to the national language eliminates references to specific trucking classifications that do not apply in Louisiana, and instead just refers to “trucking classifications.” Due to the change, a Louisiana special is no longer needed. Refer to Exhibit 8.

Louisiana Impact:

No statewide premium impact is expected in Louisiana as a result of this state specific proposal.

Montana Proposal

In addition to the national recommendations referenced above, NCCI recommends that Montana eliminate the state special classifications for Stevedoring and Freight Handling and adopt the proposed national treatment. The revision to the national language eliminates references to specific trucking classifications that do not apply in Montana, and instead just refers to “trucking classifications.” Due to the change, a Montana special is no longer needed. Refer to Exhibit 8.

Montana Impact:

No statewide premium impact is expected in Montana as a result of this state specific proposal.

Oregon Proposal

In addition to the national recommendations referenced above, NCCI recommends that Oregon reformat the state special classifications for Lumber—Manufacturing for improved online search results and to include a reference to plywood or veneer manufacturing in the notes for:

- Code 2731—Lumber—Manufacturing—Planing or Molding Mill
- Code 2710—Lumber—Manufacturing—Sawmill
- Code 8232—Lumber—Manufacturing—Sawmill—Yard—All Employees & Drivers

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 6—FACT SHEET (CONT'D)

Code 9496—Food Stamp Workfare—Including Clerical, Salespersons and Drivers and Code 9499—State Agencies, All Employees and Clerical, Salespersons, Drivers were eliminated in 2011 at the direction of the DCBS. Appendix E must be revised to show the elimination of these codes. Refer to Exhibit 8.

Oregon Impact:

No statewide premium impact is expected in Oregon as a result of this state specific proposal.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6A—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

**DINNER THEATER NOC—FOOD SERVICE AND PREPARATION INCLUDING DISPENSING
OF ALCOHOLIC BEVERAGES**

The entire operation ~~shall~~ must be classified to the appropriate restaurant or bar classification Code 9082, 9083 or 9084 unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156—Theater operations is more than 50% of the total payroll. When such conditions exist, the following classifications shall apply:

~~Food Service and Preparation Including Dispensing of Alcoholic Beverages.~~ Assign to Code 9082, 9083 or 9084 as appropriate.

9456 **Players**

9454 **All Other Employees**

9156 **DINNER THEATER NOC—PLAYERS**

The entire operation must be classified to the appropriate restaurant or bar classification, unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156 is more than 50% of the total payroll.

9154 **DINNER THEATER NOC—ALL OTHER EMPLOYEES**

The entire operation must be classified to the appropriate restaurant or bar classification, unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156 is more than 50% of the total payroll.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6B—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

**5215• MILITARY RESERVATION—CONSTRUCTION—CONCRETE CONSTRUCTION—NOT
MONOLITHIC CONCRETE BUILDING CONSTRUCTION**

Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to appropriate classifications.

1. The following classifications are applicable only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel:

5245• Concrete Construction—Not Monolithic Concrete Building Construction

5069• Iron or Steel Erection—Not Over Two Stories in Height

2. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations shall be assigned to appropriate manual classifications.

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EXHIBIT 6C—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CT, DC, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

5069• MILITARY RESERVATION—CONSTRUCTION—IRON OR STEEL ERECTION—NOT OVER
TWO STORIES IN HEIGHT

Applies only to the construction or repair of buildings designed for the housing, welfare, and keep
of personnel. All other operations in the construction or repair of such buildings and all other
construction or repair in connection with military reservations must be assigned to appropriate
classifications.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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EXHIBIT 6D—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

- 5057• OIL RIG OR DERRICK ERECTING OR DISMANTLING—ALL OPERATIONS—METAL
The following two classes include Includes the construction of foundations or structures and the installation of equipment.
- ~~5057•~~ ~~Metal~~
- ~~5403•~~ ~~Weed~~
- 5403• OIL RIG OR DERRICK ERECTING OR DISMANTLING—ALL OPERATIONS—WOOD
Includes the construction of foundations or structures and the installation of equipment.

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EXHIBIT 6E—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

**7855• RAILROAD CONSTRUCTION—LAYING OR RELAYING OF TRACKS OR MAINTENANCE OF
WAY BY CONTRACTOR—NO WORK ON ELEVATED RAILROADS & DRIVERS**

The classifications for railroad construction and railroad operation ~~immediately following~~ do not contemplate coverage for insurance under the Federal Employers' Liability Act or voluntary compensation coverage for any operations subject to that Act. For such coverage, ~~see refer to~~ Rule 3-A-4. ~~See also~~ Also, refer to Railroad Construction (FELA) and Railroad Operations (FELA) following.

**7855• Laying or Relaying of Tracks or Maintenance of Way by Contractor—No Work on
Elevated Railroads & Drivers**

~~All Other Operations.~~ Assign appropriate construction or erection classification. Laying or relaying of tracks to be separately rated as Code 7855.

RAILROAD CONSTRUCTION—ALL OTHER OPERATIONS

Assign appropriate construction or erection classification. Laying or relaying of tracks to be separately rated as Code 7855.

The classifications for railroad construction and railroad operation do not contemplate coverage for insurance under the Federal Employers' Liability Act or voluntary compensation coverage for any operations subject to that Act. For such coverage, refer to Rule 3-A-4. Also, refer to Railroad Construction (FELA) and Railroad Operations (FELA).

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6F—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
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PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

5057• **SCAFFOLDING—CONCRETE OR CEMENT DISTRIBUTING TOWERS—INSTALLATION,
REPAIR OR REMOVAL**

Each type of work undertaken is classified as follows:

- 5057•** **~~Concrete or Cement Distributing Towers—Installation, Repair or Removal~~**
- 7228** **~~Delivery of Materials Only—Local Hauling Only—No Installation, Repair or Removal—All
Employees & Drivers~~**
- 7229** **~~Delivery of Materials Only—Long Distance Hauling—No Installation, Repair or
Removal—All Employees & Drivers~~**
- 9534•** **~~Outrigger Scaffold Installation, Repair or Removal & Drivers~~**
- 5057•** **~~Scaffold Installation, Repair or Removal—Built Up From the Ground—Not Suspended
or Swinging Type~~**
- 5403•** **~~Sidewalk Bridges Not Over One Story in Height~~**
- 9534•** **~~Suspended or Swinging Scaffold Installation, Repair or Removal & Drivers~~**
- 5057•** **SCAFFOLDING—SCAFFOLD INSTALLATION, REPAIR OR REMOVAL—BUILT UP FROM
THE GROUND—NOT SUSPENDED OR SWINGING TYPE**
- 5403•** **SCAFFOLDING—SIDEWALK BRIDGES NOT OVER ONE STORY IN HEIGHT**

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E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6G—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AL, AR, AZ, CO, CT, DC, GA, HI, IA, IL, IN, KS, KY, MD, ME, MO, MS, NC, NE,
NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

7228 SCAFFOLDING—DELIVERY OF MATERIALS ONLY—LOCAL HAULING ONLY—NO
INSTALLATION, REPAIR OR REMOVAL—ALL EMPLOYEES & DRIVERS

7229 SCAFFOLDING—DELIVERY OF MATERIALS ONLY—LONG DISTANCE HAULING—NO
INSTALLATION, REPAIR OR REMOVAL—ALL EMPLOYEES & DRIVERS

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6H—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

9534● SCAFFOLDING—OUTRIGGER SCAFFOLD INSTALLATION, REPAIR OR REMOVAL &
DRIVERS

9534● SCAFFOLDING—SUSPENDED OR SWINGING SCAFFOLD INSTALLATION, REPAIR OR
REMOVAL & DRIVERS

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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EXHIBIT 6I—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

STEVEDORING-

Any or all of the following operations conducted by employees not members of the crews of vessels shall must be classified as "Stevedoring":

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.
2. Transfer of cargo, supplies, and materials between vessels and pier, ~~irrespective~~ regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.

Any or all operations as ~~above~~ defined above shall must be assigned to Code 7309F—~~Stevedoring~~ NOG if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F—~~Stevedoring—containerized freight~~. All other operations shall must be assigned to Code 7317F—~~Stevedoring—by hand~~. Drivers not conducting stevedoring operations as ~~above~~ defined above shall must be assigned to the appropriate trucking classification. ~~Codes 7228 and 7229—Trucking~~ NOG.

7317F ~~By Hand or Hand Trucks Exclusively.~~ Includes the incidental use of power driven escalators or conveyors, or operation of tractors and trailers through side ports. No use of hoisting equipment. Code 7317F shall not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

7327F ~~Containerized Freight & Drivers.~~ Applies to ships designed for freight carrying containers. No work in holds. Over the road trucking operations to be separately rated as Codes 7228 and 7229—Trucking. Code 7327F shall not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

~~Freight Handling—Packing, Handling, or Shipping Explosives or Ammunition—Under Contract.~~ These classifications include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated as Codes 7228 and 7229—Trucking—hauling explosives.

7350F ~~Coverage Under U.S. Act~~

7360 ~~Coverage Under State Act Only~~

~~Freight Handling~~ NOG. These classifications include freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Codes 7228 and 7229—Trucking NOG.

7350F ~~Coverage Under U.S. Act~~

7360 ~~Coverage Under State Act Only~~

~~Tallies and Checking Clerks Engaged in Connection With Stevedore Work:~~

8709F ~~Coverage Under U.S. Act~~

8749 ~~Coverage Under State Act Only~~

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E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6I—NATIONAL CLASSIFICATIONS (CONT'D)
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

7309F ~~**NOG.**~~ When policies are issued covering both Classification Codes 7317F and 7309F, no division of payroll shall be permitted in connection with the loading or unloading of any one vessel.

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E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6J—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

7317F STEVEDORING—BY HAND OR HAND TRUCKS EXCLUSIVELY

Includes the incidental use of power driven escalators or conveyors, or operation of tractors and trailers through side ports. No use of hoisting equipment. Code 7317F must not be assigned to the same employer in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6K—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

7327F STEVEDORING—CONTAINERIZED FREIGHT & DRIVERS

Applies to ships designed for freight carrying containers. No work in holds. Over-the-road trucking operations to be separately rated to the appropriate trucking classification. Code 7327F must not be assigned to the same employer in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6L—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

8709F STEVEDORING—TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH
STEVEDORE WORK—COVERAGE UNDER U.S. ACT

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6M—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CO, CT, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

8719 STEVEDORING—TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH
STEVEDORE WORK—COVERAGE UNDER STATE ACT ONLY

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6N—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, UT, VT, WV)

7309F STEVEDORING—NOC

When policies are issued covering both Classification Codes 7317F and 7309F, no division of payroll is permitted in connection with the loading or unloading of any one vessel.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 60—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS,
MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

7350F **FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR
AMMUNITION—UNDER CONTRACT—COVERAGE UNDER U.S. ACT**

Code 7350F and Code 7360 include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated to the appropriate trucking classification.

7350F **FREIGHT HANDLING NOC—COVERAGE UNDER U.S. ACT**

Code 7350F and Code 7360 include freight checkers. Stevedoring to be separately rated. Drivers to be separately rated to the appropriate trucking classification.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 6P—NATIONAL CLASSIFICATIONS
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO,
MS, MT, NC, NE, NH, NM, NV, OK, RI, SC, SD, TN, UT, VT, WV)

7360 **FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR
AMMUNITION—UNDER CONTRACT—COVERAGE UNDER STATE ACT ONLY**

Code 7350F and Code 7360 include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated to the appropriate trucking classification.

7360 **FREIGHT HANDLING NOC—COVERAGE UNDER STATE ACT ONLY**

Code 7350F and Code 7360 include freight checkers. Stevedoring to be separately rated. Drivers to be separately rated to the appropriate trucking classification.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7

BASIC MANUAL—2001 EDITION

APPENDIX E

CLASSIFICATIONS BY HAZARD GROUP

(APPLIES IN: AK, AL, AR, AZ, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, MD, ME, MO, MS, MT, NC, NE, NH, NM, NV, OK, OR, RI, SC, SD, TN, TX, UT, VA, VT, WV)

TABLE OF CLASSIFICATIONS BY HAZARD GROUP

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|---|--|------------------|
| 0169 | OR 3/1/09: NV | <u>12/1/16: UT</u> <u>1/1/17: NM</u> | C |
| 0400 | AZ, TN | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, CO, CT, FL, HI, IA, ID, IL, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV</u> <u>4/1/17: ME, NC, VA, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | D |
| 1219 | | <u>1/1/17: NM</u> | G |
| 1472 | AK, AZ, AR, CO, CT, DC, FL, HI, IA, ID, IL, IN, KS, KY, ME, MD, MS, MO, MT, NC, NE, NV, NH, NM, OK, OR, RI, SC, SD, TN, UT, VT, VA 10/1/07: WV <u>3/1/17: AL, GA</u> <u>5/1/17: LA</u> | | F |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|-------------------|---|------------------|
| 1474 | | <u>4/1/16: NC</u> <u>3/1/17: AL, GA</u> <u>5/1/17: LA</u> | E |
| 1605 | | <u>1/1/17: ID, OK</u> <u>4/1/17: VA</u> | E |
| 1745 | VT | <u>1/1/10: NH</u> <u>4/1/17: VA</u> <u>7/1/17: AR</u> | E |
| 1852 | <u>OK, SC, VA</u> | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, CT, FL, HI, IA, ID, IL, IN, KS, MD, MO, NH, NM, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV, TN</u> <u>4/1/17: ME, NC, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>8/1/17: RI</u> | G |
| 2101 | AK | <u>3/1/17: AL</u> <u>4/1/17: VA</u> | B |
| 2113 | | <u>4/1/17: ME</u> | E |
| 2260 | <u>6/1/14: TX</u> | <u>4/1/17: VA</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | E |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|--------------------|--|------------------|
| 2300 | | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, CT, FL, HI, IA, ID, IL, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV, TN</u> <u>4/1/17: ME, NC, VA, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | A |
| 2386 | <u>CT, NC, RI</u> | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, FL, HI, IA, ID, IL, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV, TN</u> <u>4/1/17: ME, VA, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>9/1/17: SC</u> | B |
| 2560 | CT | <u>4/1/17: VA</u> <u>7/1/17: TX</u> | A |
| 2576 | | <u>7/1/17: TX</u> | C |
| 2705 | GA, LA, MS, NC, TN | <u>7/1/17: TX</u> | E |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|---------------|--|------------------|
| 2747 | | <u>10/1/16: KY</u> <u>1/1/17: MO</u> | A |
| 2791 | MO | <u>4/1/16: NC</u> <u>1/1/17: MD, OK</u> <u>4/1/17: VA, VT</u> | A |
| 2804 | | <u>1/1/17: OK</u> <u>3/1/17: AL, MS</u> | B |
| 2913 | <u>NC, TN</u> | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, CT, FL, HI, ID, IA, IL, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV</u> <u>4/1/17: ME, VA, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | A |
| 2942 | <u>GA, IL</u> | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, CT, FL, HI, IA, ID, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, MS, NV, TN</u> <u>4/1/17: ME, NC, VA, VT</u> | A |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|--------------|--|------------------|
| | | <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | |
| 3117 | | <u>3/1/17: AL</u> <u>4/1/17: VA</u> | A |
| 3120 | | <u>1/1/17: CT</u> <u>3/1/17: AL</u> | A |
| 3168 | | <u>1/1/17: OR</u> | C |
| 3516 | SC | <u>4/1/16: NC</u> <u>4/1/17: VA</u> <u>8/1/17: RI</u> | B |
| 3561 | | <u>1/1/17: IL</u> <u>8/1/17: RI</u> | B |
| 3571 | OK | <u>1/1/17: IL</u> | B |
| 3582 | | <u>4/1/17: VT</u> | B |
| 3639 | TN | <u>1/1/17: AZ, CO, IL</u> <u>3/1/17: MS</u> | G |
| 4063 | | <u>1/1/17: NM</u> | B |
| 4301 | | <u>4/1/16: NC</u> <u>1/1/17: IL</u> <u>8/1/17: RI</u> | B |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|---|--|------------------|
| 4304 | AL, AK, AZ, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, ME, MD, MS, MO, MT, NE, NV, NH, NM, NC, OR, RI, SC, SD, TN, UT, VT, VA 10/1/07: WV 6/1/14: TX 1/1/17: OK | | D |
| 4311 | | 1/1/17: OK | D |
| 4417 | | 1/1/10: NH 4/1/16: NC 1/1/17: MD 4/1/17: ME | B |
| 4432 | AL, AK, AZ, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, ME, MD, MS, MO, MT, NE, NV, NH, NM, NC, OK, RI, SC, SD, TN, UT, VT, VA 10/1/07: WV 1/1/17: OR | | B |
| 4565 | | 11/1/16: WV 1/1/17: OK 5/1/17: LA | E |
| 4582 | | 4/1/17: VA | E |
| 4585 | | 10/1/16: KY 1/1/17: KS 3/1/17: MS | D |
| 4586 | KS | 1/1/17: FL, OK 3/1/17: MS | F |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|---|------------------------------|------------------|
| 4683 | National, IN, NC 10/1/07: WV 7/1/17: TX | | C |
| 4716 | IN | 1/1/17: IL, MO | B |
| 4716 | | 7/1/17: TX | C |
| 4730 | | 1/1/17: IL | E |
| 4750 | LA | 1/1/17: IL | E |
| 4761 | CO | 1/1/17: OK 3/1/17: TN | G |
| 4770 | | 3/1/17: GA | G |
| 4775 | | 3/1/17: GA | G |
| 4779 | | 3/1/17: GA | G |
| 4940 | IL | 1/1/17: MO, OK | E |
| 5507 | AL, AZ, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, ME, MD, MS, MT, NE, NV, NH, NM, NC, OK, OR, RI, SC, SD, TN, VT, VA 10/1/07: WV 1/1/17: MO | | F |
| 5508 | AL, AZ, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, LA, ME, MD, MS, MT, NE, NV, NH, NM, NC, OK, OR, RI, SC, SD, TN, VT, VA 10/1/07: WV 1/1/17: MO | | E |
| 5515 | | 1/1/17: MO | D |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|---|--|------------------|
| 6260 | | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, CT, FL, HI, IA, ID, IL, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV, TN</u> <u>4/1/17: ME, NC, VA, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, MT, SD</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | G |
| 6365 | | <u>7/1/17: MT</u> | E |
| 6827 | | <u>3/1/17: MS</u> | G |
| 6837 | | <u>3/1/17: MS</u> | G |
| 7223 | | <u>5/1/17: LA</u> | E |
| 7500 | GA, TN | <u>3/1/17: AL</u> | E |
| 7570 | | <u>1/1/17: OK</u> <u>3/1/17: AL</u> | E |
| 7724 | | <u>3/1/17: NV</u> <u>4/1/17: VA</u> | G |
| 8103 | National, IN, NC <u>10/1/07: WV</u> <u>7/1/17: TX</u> | | D |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in:± | Discontinued in:± | Hazard Group A–G |
|------------|---------------|--|------------------|
| 8105 | <u>IL, MT</u> | <u>10/1/16: KY</u> <u>11/1/16: DC, WV</u> <u>12/1/16: UT</u> <u>1/1/17: AK, AZ, CO, CT, FL, HI, IA, ID, IN, KS, MD, MO, NH, NM, OK, OR</u> <u>2/1/17: NE</u> <u>3/1/17: AL, GA, MS, NV, TN</u> <u>4/1/17: ME, NC, VA, VT</u> <u>5/1/17: LA</u> <u>7/1/17: AR, SD</u> <u>8/1/17: RI</u> <u>9/1/17: SC</u> | B |
| 8295 | | <u>3/1/17: AL, GA, MS, TN</u> <u>5/1/17: LA</u> <u>7/1/17: AR</u> | C |
| 8295 | | <u>7/1/17: TX</u> | D |
| 8399 | AL | <u>1/1/17: CT</u> | C |
| 9023 | | <u>4/1/17: VA</u> | B |
| 9080 | | <u>1/1/17: OK</u> <u>4/1/17: VA</u> <u>5/1/17: LA</u> | B |
| 9451 | | <u>1/1/17: OR</u> | E |
| 9470 | | <u>1/1/17: OR</u> | E |
| 9496 | | <u>2/1/11: OR</u> | B |
| 9499 | | <u>2/1/11: OR</u> | F |
| 9529 | | <u>1/1/17: AZ</u> | G |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 7 (CONT'D)

| Class Code | Applies in: [±] | Discontinued in: [±] | Hazard Group A–G |
|------------|---|-------------------------------|------------------|
| 9530 | | <u>5/1/17: LA</u> | G |
| 9534 | AL, AK, AZ, AR, CO, CT, DC, FL, GA, HI, IA, ID, IL, IN, KS, KY, ME, MD, MS, MO, MT, NE, NV, NH, NM, NC, OK, OR, RI, SC, SD, TN, UT, VT, VA 10/1/07: WV <u>5/1/17: LA</u> | | F |

[±] Upon approval of this item, each state will have its state-specific effective date indicated.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 8
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
PART TWO—CLASSIFICATIONS
NATIONAL PHRASEOLOGY TO BE APPLICABLE
(APPLIES IN: AK)

STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels must be classified as “Stevedoring”:

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.
2. Transfer of cargo, supplies, and materials between vessels and pier, regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.

Any or all operations as defined above must be assigned to Code 7309F if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F. All other operations must be assigned to Code 7317F. Drivers not conducting stevedoring operations as defined above must be assigned to the appropriate trucking classification.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 8
BASIC MANUAL—2001 EDITION
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
SPECIAL CLASSIFICATIONS
(APPLIES IN: AK)

STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels shall be classified as “Stevedoring”:-

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.-
2. Transfer of cargo, supplies, and materials between vessels and pier, irrespective of the necessity of work on board vessels by employees of the insured.-
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.-
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.-

Any or all operations as above defined shall be assigned to Code 7309F—Stevedoring NOG if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F—Stevedoring—containerized freight. All other operations shall be assigned to Code 7317F—Stevedoring—by hand. Drivers not conducting stevedoring operations as above defined shall be assigned to Code 7219—Trucking NOG.-

7327F **Containerized Freight & Drivers.** Applies to ships designed for freight carrying containers. No work in holds. Over the road trucking operations to be separately rated as Code 7219—Trucking NOG. Code 7327F shall not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.-

Freight Handling—Packing, Handling, or Shipping Explosives or Ammunition—Under Contract. These classifications include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—Hauling explosives.-

FREIGHT HANDLING NOG

These classifications include freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Trucking NOG.-

7350F **Coverage Under U.S. Act**

7360 **Coverage Under State Act Only**

FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION—UNDER CONTRACT

These classifications include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—hauling explosives.-

7350F **Coverage Under U.S. Act**

7360 **Coverage Under State Act Only**

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 8
BASIC MANUAL—2001 EDITION
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: AZ)

0400 **COTTON—COMPRESSING & DRIVERS**

Includes incidental warehouses. Codes 0400 and 0401—Cotton gin must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 8
BASIC MANUAL—2001 EDITION
ARIZONA STATE RULE EXCEPTIONS
FACT SHEET 6—CLASSIFICATIONS TO BE REFORMATTED
RULE 4—WORKERS COMPENSATION INSURANCE PLAN RULES
A. NCCI'S PLAN OF OPERATION FOR THE ARIZONA WORKERS COMPENSATION
ASSIGNED RISK PLAN
3. Eligibility and Assignment**

g. Premium Obligations

Change Rule 4-A-3-g as follows:

Assignments under this Plan will not knowingly be made unless all undisputed workers compensation premium obligations on any previous workers compensation insurance have been met by the employer whether the obligation is to any or all of the following, but not limited to:

- An assigned carrier
- A voluntary insurer
- The Plan Administrator

If, after policy issuance, the employer does not meet all undisputed workers compensation insurance premium obligations under the current policy or previous assigned risk or voluntary market policies, even if the previous policy was issued by a different carrier, the employer's present assigned carrier retains the right to cancel a policy currently in force under this Plan within the statutory cancellation requirements.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 8
BASIC MANUAL—2001 EDITION
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: CT)

2386 LACE MFG.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 8
BASIC MANUAL—2001 EDITION
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
PART TWO—CLASSIFICATIONS
NATIONAL PHRASEOLOGY TO BE APPLICABLE
(APPLIES IN: DC)

6251 • TUNNELING—ALL OPERATIONS

Includes lining, all employees working under air pressure, and all others working in the tunnel or performing work in connection with equipment. Subway construction to be separately rated.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 8
BASIC MANUAL—2001 EDITION
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: DC)

6254• ~~TUNNELING—NOT PNEUMATIC—ALL OPERATIONS~~
~~Includes lining.~~

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 8
BASIC MANUAL—2001 EDITION
FLORIDA STATE RULE EXCEPTIONS
FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
RULE 3—RATING DEFINITIONS AND APPLICATION OF PREMIUM ELEMENTS
A. EXPLANATION AND APPLICATION
(APPLIES IN: FL)**

7. Disease Loading

Change Rule 3-A-7-a(2) as follows:

- (2) Supplemental disease loading may be added to a manual rate applicable to an individual risk, provided approval for such loading has been obtained by the carrier from the Florida Office of Insurance Regulation. The supplemental disease loading proposed must be based on the carrier's judgment after an evaluation of the operations. If the carrier applies the disease loading from a comparable classification, no approval from the Florida Office of Insurance Regulation is required.

Atomic Energy Radiation Exposure NOC may be subject to a supplemental disease loading and is applicable for operations that involve exposure to radioactive materials that are not performed for, or under the direction of, the Nuclear Regulatory Commission or any governmental agency. Statistical Code 9985—Atomic Energy—Radiation Exposure NOC is used for reporting the radiation exposure.

(3) Specific Disease Loading

Add the following to Rule 3-A-7-a(3):

- (a) For Code 5508—Street or Road Construction, the specific disease loading applies only to the payroll of employees engaged in rock drilling.
- (b) For Code 1803—Stone Cutting or Polishing, the specific disease loading may be reduced 50% when materials containing more than 5% free silica are restricted to sludge used for cutting or polishing. The entire specific disease loading must be removed for risks that handle marble exclusively and where silica sludge is the only silica hazard present.
- ~~(c) For Code 1852—Asbestos Goods Mfg., the specific disease loading may be reduced 50% for risks that manufacture only molded asbestos goods and that do not conduct asbestos textile operations, such as picking, carding, spinning or weaving~~
- (c)(d) For Codes 6251—Tunneling and 6252—Shaft Sinking, the specific disease loading applies only to the payroll of employees engaged in rock drilling and to any others who are exposed to silica dust.

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STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels must be classified as “Stevedoring”:

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.
2. Transfer of cargo, supplies, and materials between vessels and pier, regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.

Any or all operations as defined above must be assigned to Code 7309F if the operations are described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F. All other operations must be assigned to Code 7317F. Drivers not conducting stevedoring operations as defined above must be assigned to the appropriate trucking classification.

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5651• MILITARY RESERVATION—CONSTRUCTION—CARPENTRY

~~4-~~ The following classifications are applicable Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel:

5654• Carpentry

5245• Concrete Construction—Not Monolithic Concrete Building Construction

5069• Iron or Steel Erection—Not Over Two Stories in Height

2- All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations shall must be assigned to appropriate manual classifications.

5215• MILITARY RESERVATION—CONSTRUCTION—CONCRETE CONSTRUCTION—NOT MONOLITHIC CONCRETE BUILDING CONSTRUCTION

Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to appropriate manual classifications.

5069• MILITARY RESERVATION—CONSTRUCTION—IRON OR STEEL ERECTION—NOT OVER TWO STORIES IN HEIGHT

Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to appropriate manual classifications.

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STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels must be classified as “Stevedoring”:-

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.-
2. Transfer of cargo, supplies, and materials between vessels and pier, irrespective of the necessity of work on board vessels by employees of the insured.-
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.-
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.-

Any or all operations as above defined must be assigned to Code 7309F—Stevedoring NOG if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F—Stevedoring—containerized freight. All other operations must be assigned to Code 7317F—Stevedoring—by hand. Drivers not conducting stevedoring operations as above defined must be assigned to Code 7219—Trucking NOG.-

7327F

Containerized Freight & Drivers.- Applies to ships designed for freight carrying containers. No work in holds. Over the road trucking operations to be separately rated as Code 7219—Trucking NOG. Code 7327F must not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.-

Freight Handling—Packing, Handling, or Shipping Explosives or Ammunition—Under Contract.-

These classifications include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—hauling explosives.-

FREIGHT HANDLING NOG

These classifications include freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Trucking NOG.-

7350F

Coverage Under U.S. Act

7360

Coverage Under State Act Only

FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION—UNDER CONTRACT

These classifications include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—hauling explosives.-

7350F

Coverage Under U.S. Act

7360

Coverage Under State Act Only

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6251 • TUNNELING—ALL OPERATIONS

Includes lining, all employees working under air pressure, and all others working in the tunnel or performing work in connection with equipment. Subway construction to be separately rated.

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2942 CRAYON, PENCIL, OR PENHOLDER MFG.

6254 ● ~~TUNNELING—NOT PNEUMATIC—ALL OPERATIONS~~
Includes lining.

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STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels must be classified as “Stevedoring”:

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.
2. Transfer of cargo, supplies, and materials between vessels and pier, regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.

Any or all operations as defined above must be assigned to Code 7309F if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F. All other operations must be assigned to Code 7317F. Drivers not conducting stevedoring operations as defined above must be assigned to the appropriate trucking classification.

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STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels will be classified as “Stevedoring”:-

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.-
2. Transfer of cargo, supplies, and materials between vessels and pier, irrespective of the necessity of work on board vessels by employees of the insured.-
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.-
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.-

Any or all operations as above defined will be assigned to Code 7309F—Stevedoring NOG if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F—Stevedoring—containerized Freight. All other operations shall be assigned to Code 7317F—Stevedoring—By Hand. Drivers not conducting stevedoring operations as above defined shall be assigned to Code 7219—Trucking NOG.-

7327F Containerized Freight & Drivers

Applies to ships designed for freight carrying containers.- No work in holds.- Over the road trucking operations to be separately rated as Code 7219—Trucking NOG.- Code 7327F will not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.-

Freight Handling—Packing, Handling, or Shipping Explosives or Ammunition—Under Contract

These classifications include freight checkers.- Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—Hauling Explosives.-

FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION—UNDER CONTRACT

These classifications include freight checkers.- Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—Hauling Explosives.-

7350F Coverage Under US Act

7360 Coverage Under State Act only

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2942 CRAYON, PENCIL, OR PENHOLDER MFG.

8105◆ STORE—HIDE OR LEATHER DEALER

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3365• WELDING OR CUTTING NOC & DRIVERS

Not applicable at a single job or location to a ~~risk engaged in an employer performing~~ operations described by another classification. Applies to both shop and outside work and includes incidental machining operations. Welding or cutting performed under air pressure must be separately rated as Code 6252—Caisson work—all operations to completion or ~~6260~~ 6251—Tunneling—~~pneumatic~~ all operations; welding or cutting in connection with demolition jobs must be separately rated as wrecking; welding in connection with the erection of iron or steel frame structures or bridges, and provided such erection is properly classed as Code 5040—Iron or steel erection, must be separately rated as Code 5040—Iron or steel erection.

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- 7350F FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION UNDER CONTRACT—COVERAGE UNDER U.S. AGT**
Freight checkers and talliers to be separately rated. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated as Code 7219—Trucking—Hauling Explosives or Ammunition—All Employees & Drivers.
- 7360 FREIGHT HANDLING—PACKING, HANDLING, OR SHIPPING EXPLOSIVES OR AMMUNITION UNDER CONTRACT—COVERAGE UNDER STATE AGT ONLY**
Freight checkers and talliers to be separately rated. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated as Code 7219—Trucking—Hauling Explosives or Ammunition—All Employees & Drivers.
- 7350F FREIGHT HANDLING—NOG—COVERAGE UNDER U.S. AGT**
Freight checkers and talliers to be separately rated. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Trucking—NOG—All Employees & Drivers.
- 7360 FREIGHT HANDLING—NOG—COVERAGE UNDER STATE AGT ONLY**
Freight checkers and talliers to be separately rated. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Trucking—NOG—All Employees & Drivers.
- 7347F STEVEDORING—BY HAND OR HAND TRUCKS EXCLUSIVELY**
Includes the incidental use of power driven escalators or conveyors, or operation of tractors and trailers through side ports. Does not include the use of hoisting equipment. Other stevedoring classifications must not be assigned to the same vessel to which Code 7347F applies.
- 7327F STEVEDORING—CONTAINERIZED FREIGHT & DRIVERS**
Applies to ships designed for freight carrying containers. No work in holds. Over-the-road trucking operations to be separately rated as Code 7219—Trucking—NOG—All Employees & Drivers. Other stevedoring classifications must not be assigned to the same vessel to which Code 7327F applies.

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6251 • TUNNELING—ALL OPERATIONS

Includes lining, all employees working under air pressure, and all others working in the tunnel or performing work in connection with equipment. Subway construction to be separately rated.

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6254• ~~TUNNELING—NOT PNEUMATIC—ALL OPERATIONS.~~
~~Includes lining.~~

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MISSOURI STATE RULE EXCEPTIONS
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RULE 3—RATING DEFINITIONS AND APPLICATION OF PREMIUM ELEMENTS
A. Explanation and Application; 7. Disease Loading; a. Supplemental Disease
Exposure—Special Instructions for Individual Classifications
(APPLIES IN: MO)

4852

Specific disease loading is reduced by 50% in the case of such employers assigned to this classification that manufacture only moulded asbestos goods and that do not conduct asbestos textile operations such as picking, carding, spinning, weaving, etc.

6251, 6252, 6260

Specific disease loading is applicable to payroll of all employees engaged in rock drilling and all employees such as muckers, tram car operators, powder men, and any others who are exposed to the hazard of silica dust arising from the rock drilling operations.

*This is an excerpt of the Special Instructions for Individual Classifications and not a complete replacement.

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8105◆ STORE—HIDE OR LEATHER DEALER

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STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels must be classified as “Stevedoring”:

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.
2. Transfer of cargo, supplies, and materials between vessels and pier, regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.

Any or all operations as defined above must be assigned to Code 7309F if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F. All other operations must be assigned to Code 7317F. Drivers not conducting stevedoring operations as defined above must be assigned to the appropriate trucking classification.

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STEVEDORING

Any or all of the following operations conducted by employees not members of the crews of vessels shall be classified as “Stevedoring”:-

1. Loading or unloading, stowing, shifting, or trimming of cargo, supplies, and materials on board vessels.-
2. Transfer of cargo, supplies, and materials between vessels and pier, irrespective of the necessity of work on board vessels by employees of the insured.-
3. Transfer between stringpiece and point of deposit on dock or adjacent warehouses—including tiering, sorting, and breaking down.-
4. Operations of all mechanical equipment, including dock tractors, in connection with the above.-

Any or all operations as above defined shall be assigned to Code 7309F—Stevedoring NOG if the operations described by Item 2 above, whether conducted by one or more concerns, require the use of hoisting equipment except as provided under Code 7327F—Stevedoring—Containerized Freight. All other operations shall be assigned to Code 7317F—Stevedoring—by Hand. Drivers not conducting stevedoring operations as above defined shall be assigned to Code 7219—Trucking NOG

7327F Containerized Freight & Drivers. Applies to ships designed for freight carrying containers. No work in holds. Over the road trucking operations to be separately rated as Code 7219—Trucking NOG. Code 7327F shall not be assigned to the same risk in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

Freight Handling—Packing, Handling, or Shipping Explosives or Ammunition—Under Contract. These classifications include freight checkers. Stevedoring of explosives or ammunition as Code 7323F—Stevedoring—Explosive Materials; drivers to be separately rated as Code 7219—Trucking—Hauling Explosives.

7350F Coverage Under U.S. Act

7360 Coverage Under State Act Only

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2386 LACE MFG.

2913 RATTAN, WILLOW, OR TWISTED FIBER PRODUCTS MFG.
Includes upholstering.

2913 WILLOWWARE MFG.

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1852 **ASBESTOS GOODS MFG.**
Includes spinning or weaving.

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4432 PEN MFG.

4432 PENCIL MFG.—MECHANICAL

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(APPLIES IN: OR)****9315 LUMBER—MANUFACTURING—PLANING, MOLDING, OR SAWMILL—MAINTENANCE AND SECURITY EMPLOYEES**

Applies to routine maintenance and repair of buildings and equipment operated by planing, molding, or sawmills including millwrights, clean-up crews, janitors, watchmen, and security personnel. The maintenance and repair of vehicles operated by planing, molding, or sawmills is classified to the governing mill classification.

Manufacturing**Note:**

1. Codes 2710, 2731, and 8232. Code 8232—Lumberyard—new or used—all employees and drivers does not apply to plywood manufacturing or veneer manufacturing.

9345 ~~Planing, Molding, or Sawmill—Maintenance and Security Employees.~~ ~~Applies to routine maintenance and repair of buildings and equipment operated by planing, molding, or sawmills including millwrights, clean-up crews, janitors, watchmen, and security personnel. The maintenance and repair of vehicles operated by planing, molding, or sawmills is classified to the governing mill classification.~~

2734 ~~Planing or Molding Mill.~~ ~~Applies to risks whose principal product is dressed lumber, flooring, or unassembled mill work, and to planer operations of sawmills engaged in further leveling and finishing of previously cut wood, including pulling from the green chain. See Lumber—Manufacturing Note 1.~~

2740 ~~Sawmill.~~ ~~Applies to all operations from and including the log dump through the green chain, including log scaling, pond operations, and decking. Code 2710 would also apply to any resaw operations. Resaw involves receiving rough cants or odd sizes of rough trees and processing into dressed lumber. See Lumber—Manufacturing Note 1.~~

8232 ~~Sawmill—Yard—All Employees & Drivers.~~ ~~Applies to all yard operations including drivers and their helpers, including handling of finished product, dry kiln, car loading, storage and trucking of finished lumber or by-products, such as wood chips or sawdust. See Lumber—Manufacturing Note 1.~~

2731 LUMBER—MANUFACTURING—PLANING OR MOLDING MILL

Applies to employers whose principal product is dressed lumber, flooring, or unassembled mill work, and to planer operations of sawmills engaged in further leveling and finishing of previously cut wood, including pulling from the green chain. Code 8232—Lumberyard—new or used materials—all other employees and yard, warehouse, drivers does not apply to plywood manufacturing or veneer manufacturing.

2710 LUMBER—MANUFACTURING—SAWMILL

Applies to all operations from and including the log dump through the green chain, including log scaling, pond operations, and decking. Code 2710 would also apply to any resaw operations. Resaw involves receiving rough cants or odd sizes of rough trees and processing into dressed lumber. Code 8232—Lumberyard—new or used materials—all other employees and yard, warehouse, drivers does not apply to plywood manufacturing or veneer manufacturing.

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8232 **LUMBER—MANUFACTURING—SAWMILL—YARD—ALL EMPLOYEES & DRIVERS**

Applies to all yard operations including drivers and their helpers, including handling of finished product, dry kiln, car loading, storage and trucking of finished lumber or by-products, such as wood chips or sawdust. Code 8232—Lumberyard—new or used materials—all other employees and yard, warehouse, drivers does not apply to plywood manufacturing or veneer manufacturing.

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2386 LACE MFG.

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1852 **ASBESTOS GOODS MFG.**
Includes spinning or weaving.

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0400 **COTTON COMPRESSING & DRIVERS**

Codes 0400 and 0401—Cotton gin must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses.

2913 **RATTAN, WILLOW, OR TWISTED FIBER PRODUCTS MFG.**

Includes upholstering.

2913 **WILLOWWARE MFG.**

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0400

~~N/A—NJ, NY~~

PHRASEOLOGY

~~COTTON COMPRESSING & DRIVERS-~~

~~Includes incidental warehouses. Codes 0400 and 0401—Cotton Gin shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses-~~

SCOPE

~~Applicable to insureds engaged in cotton compressing. Georgia and Tennessee are exceptions to normal procedure in that a division of payroll is allowable between cotton compressing and warehousing, assuming all manual provisions governing division of payroll are met-~~

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1852

~~N/A—GA, NJ, NY~~

PHRASEOLOGY

ASBESTOS GOODS MFG.

Includes spinning or weaving.

~~CROSS-REF.~~

~~State Special: Massachusetts—Asbestos Cement or Asbestos Shingle Mfg.~~

SCOPE

Code 1852 is applied when the principal raw material or product is composed of asbestos provided there is no other classification which more specifically describes the operations. The manufacturing operations may begin with flake asbestos as the raw material, which can be spun and woven into cloth or the flakes may be used as an ingredient in the processing or treatment of paper. Finished asbestos cloth or paper may also be used as raw materials. To prepare the cloth, operations similar to textile manufacturing are involved. Additionally, this classification is applied to ~~insureds~~ employers manufacturing molded asbestos products involving the mixing of asbestos with other ingredients, molding, baking, cutting to size, and dressing by surface grinding. Code 1852 is applied to the manufacture of asbestos cement; asbestos boards, sheets, shingles, or pipe coverings; asbestos brake linings, clutch facings, valve packing, dryer felt, and rubber-treated asbestos.

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2300

N/A—GA, MN, NY

PHRASEOLOGY

PLUSH OR VELVET MFG.

SCOPE

The manufacture of these fabrics contemplates similar operations but there are differences in the raw materials. With respect to velvet, the pile is almost invariably made of silk but the backing may be natural silk, artificial silk, wool or cotton. On the other hand, in plush the backing may be of silk, cotton or wool or a combination of these materials. The pile of plush may be silk or wool; mohair is also used. Normally, plants do not card or spin their cotton or wool yarn, the yarn being received on the cop or spool. Silk is received in skeins and wound from the skein to the bobbins or spools. The looms used for weaving plush and velvet do not vary a great deal from those used in weaving silk, wool or cotton cloth. In many cases, velvets are woven on the same machines that are used for weaving plush, the machines being used interchangeably. After leaving the looms the material goes through coloring, embossing, printing, brushing, shearing and inspecting processes.

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2362**PHRASEOLOGY**

KNIT GOODS MFG. NOC.

Yarn mfg. to be separately rated.

CROSS-REF.*Glove or Mitten Mfg.—Knit*—same footnote as Knit Goods Mfg. NOC.**SCOPE**

Code 2362 is applied to ~~insureds~~ employers engaged in the fabrication of knit cloth and the subsequent manufacture of wearing apparel from this cloth. The classification also covers ~~insureds~~ employers engaged in the manufacture of knitted gloves and mittens. Cotton, wool, silk or synthetic yarn or thread, buttons or other fasteners are received from outside sources. The knit cloth is produced on looms either mechanically or electronically controlled. Also, circular or flat knitting machines are utilized. The finished knitted cloth comes off the loom in large bolts, which are inspected. Some bolts may be shipped to customers. Others, along with fabric from the knitting machines, are cut to pattern and sewn into knit wearing apparel which is inspected and packaged for shipment. To produce gloves or mittens, yarns are knit on special automatic machines to basic shapes. Tips of fingers are sewed closed and the product is turned right side out and final shape is given on steam or electrically heated forms. The gloves and mittens are then inspected, paired and packed for shipment.

Certain Code 2362 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall~~ apply to an ~~insured~~ employer only when no other classification more specifically describes the ~~insured's~~ employer's operations. The following is a representative list of classifications somewhat related in nature to Code 2362 operations that are not assigned to Code 2362:

- 2402 Carpet or Rug Mfg. NOC
- 2501 Cloth, Canvas and Related Products Mfg.
- 2388 Embroidery Mfg.
- 2361 Hosiery Mfg.
- ~~2300 Plush Mfg.~~
- 2305 Textile Fiber Mfg.—Synthetic
- 2286 Wool Spinning and Weaving

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 2362 or a classification other than one on the above list is applicable to the operations being reviewed for classification purposes.~~

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2386

~~N/A—GA, MA, MN, NY~~

PHRASEOLOGY

LACE MFG.

SCOPE

Code 2386 is applied to insureds engaged in the manufacture of lace. Cotton, silk or synthetic threads are received in skeins from outside sources and wound upon spools which go to make up the warp and upon bobbins to be used in the shuttles of the looms. The designs in the lace are worked out by the various harness and shuttle movements. The lace, following removal from the loom, is inspected, mended by hand or sewing machine if required, washed, bleached, dried, trimmed, starched and ironed. The lace is then reinspected, folded, measured and reeled preparatory to packing.

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N/A—GA**PHRASEOLOGY**

LEATHER GOODS MFG. NOC

CROSS-REF.*Leather Belting Mfg.* (N/A MN); *Pocketbook Mfg.*—applies to the manufacture of leather or fabric pocketbooks.~~**State Special: Massachusetts**—Leather Dressing;~~~~**Massachusetts**—Leather Skiving;~~~~**New Jersey**—Leather Goods Mfg. NOC;~~~~**New Jersey**—Parachute Mfg.—mfg. of cloth canopies to be separately rated as Code 2501—Furnishing Goods Mfg.;~~~~**New Jersey**—Pocketbook Mfg.—applies to the mfg. of leather or fabric pocketbooks;~~~~**New York**—Shoe Findings Mfg.—applies to the mfg. of tongues, linings or facings;~~~~**New York**—Shoe Stock Mfg.—includes counter, heel or sole cutting.~~**SCOPE**

Code 2688 is applied to the manufacture of pocketbooks, wallets, key cases, toiletry cases and similar products from leather, imitation leather or vinyl sheets. Additionally, Code 2688 encompasses the manufacture of footballs, soccer balls, volleyballs and basketballs. Bladder manufacturing for this equipment is to be separately rated based on the material and process used to manufacture the bladder. (See Refer to Code 4410—Rubber Goods Mfg. as one possible code for bladder manufacturing.)

Code 2688 manufacturing operations involve skiving (the cutting of leather into thin layers or pieces) or splitting leather to the desired thickness. The product is then formed by folding, cementing, gluing, punching, eye-letting, riveting and sewing, if required. With vinyl products, heat sealing may be used in place of cementing or sewing.

The manufacture of welting is also assigned to Code 2688. Welting is strips of leather or other materials that are used to reinforce or trim goods.

Certain Code 2688 operations are designated as “not otherwise classified” (NOC). These NOC operations shall apply to an insured employer only when no other classification more specifically describes the insured's employer's operations. The following is a representative list of operations somewhat related in nature to Code 2688 operations that are not assigned to Code 2688:

- 2660 Boot or Shoe Mfg.—NOC
- 2670 Glove Mfg.—Leather or Textile
- 4493 Leather Mfg.—Imitation
- 2683 Luggage Mfg.
- 2651 Shoe Findings Mfg.

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8105 ~~Store: Hide or Leather Dealer~~

2623 ~~Tanning; Leather Embossing; Leather Mfg.—Patent or Enamel Leather
Mfg.—Including Tanning, Leather Embossing, and Wool Pulling~~

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 2688 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.~~

State Addendum

Massachusetts

~~Refer to Code 2501 for the manufacture of welting. Welting is strips of leather or other materials that are used to reinforce or trim goods.~~

~~Refer to Code 2501 for risks engaged in the manufacture of leather or textile gloves. Refer to Code 2640 for those risks specializing in leather embossing operations.~~

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2883

| | |
|--|---|
| Established: Unknown | Replaced By: Not Applicable |
| Discontinued: Not Applicable | Retained: Not Applicable |
| | NCCI Schedule and Group: Schedule 14, Group 143 |

PHRASEOLOGY

FURNITURE MANUFACTURING AND CABINET SHOP—WOOD—NOC

Note: Includes assembling and finishing with power machinery. Types of materials used in the manufacture of either furniture or cabinets include wood, laminates, engineered wood products, hardy plank, plywood, and formica. Any stain or lacquer that may be applied is also included.

Other operations assigned to this code include: sign manufacturing—wood—no painting, with power machinery; billiard table manufacturing; cabinet manufacturing for audio or visual devices and the installation of components; piano case manufacturing; trunk manufacturing; and cigar box manufacturing.

Codes 2883, 2881, and 2735 must not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.

NAICS Code(s):

~~(For reference only. Not to be used for classification of risks for workers compensation purposes.)~~

337127—Institutional Furniture Manufacturing

Description:

Code 2883, a “not otherwise classified” classification, is applied assigned to those insureds who employers that process rough or surfaced lumber, plywood or fiberboard into finished products such as those specified by the above cross references or those products enumerated in this scope.

This code ~~contemplates~~ includes the manufacture of furniture and frame parts which that are assembled into chairs, buffets, dining room sets, dressers, chests, beds, tables, couches, china closets, and other furniture. Code 2883 further ~~contemplates~~ includes the finishing of such furniture by sanding or buffing, followed by the application of stains, varnish, lacquer, or paint.

Trunk manufacturing operations ~~contemplated by~~ included in this classification involve the machine cutting of plywood as well as the processing of cloth, imitation leather, and light sheet metal. The plywood and other materials are cut to size, wood frames are assembled, and an interior lining of cloth is secured by nailing or gluing. Sheet metal, used as a protective cover over the plywood, is cut, bent, and riveted. Hinges and locks are riveted or nailed in place. The finished trunks are then painted, lacquered, or varnished. The

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hardware (hinges and locks) is usually purchased from outside sources but if made by the ~~insured~~ employer, ~~such that~~ work is subject to a division of payroll.

Analogy Assignments:

The manufacture of wooden lamps, as well as the manufacture of wooden bases for award plaques or trophies, is classified by analogy to Code 2883.

The manufacture of speaker enclosures or boxes, ~~and~~ including the assembly of speaker units such as woofers and/or tweeters into the speaker enclosure, is also classified to Code 2883. This operation is considered analogous to phonograph cabinet manufacturing including installation of mechanisms, which is a ~~cross-reference for~~ included in Code 2883.

Equipment and Materials:

Machinery used by ~~insureds~~ employers classified under Code 2883 includes, but is not limited to, saws, planers, lathes, jointers, molders, routers, shapers, sanders, and buffers as well as equipment to apply stain, varnish, lacquer, or paint.

Additional Applications and Information:

Code 2883 ~~contemplates~~ includes the manufacture and assembly of wood cigar boxes. Box wood lumber, received from outside sources, is cut to width and length, usually with rip and cutoff saws and dressed on jointers. Wood printing presses imprint names on the box parts, which are then assembled using nailing machines. There is a considerable amount of hand finishing work ~~contemplated~~ included in this operation such as the hand cutting and pasting of labels and linings in the completed boxes.

The following operations are additionally assigned to Code 2883: Airplane Subassemblies Mfg.—Wood; Cedar Chest Mfg.; and Tank, Seat or Cabinet Mfg.—Toilet—Wood.

Related Operations Not Classified to Code 2883:

Refer to Code 9522 for upholstering operations performed by furniture manufacturers.

Certain Code 2883 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall~~ apply to an ~~insured employer~~ only when no other classification more specifically describes the ~~insured's~~ employer's operations. The following is a representative list of classifications somewhat related in nature to Code 2883 operations that are not assigned to Code 2883:

- 2735—Barrel Stock Mfg.
- 2835—Brush or Broom Assembly
- 2881—Furniture Manufacturing and Cabinet Shop—Assembly by Hand—Wood
- ~~4703~~ 4279—Match Mfg.
- 2923—Musical Instrument Mfg.—Wood—NOC
- 2790—Pattern Making NOC (Wood)
- ~~2942~~—Pencil Mfg. (Wood) ~~4432~~—Pen Mfg.
- 2731—Planing or Molding Mill
- 2841—Woodenware Mfg. NOC

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 2883 or a classification other than one on the above list is applicable to the operations being reviewed for classification purposes.~~

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2013

N/A—GA, MA, MN

PHRASEOLOGY

RATTAN, WILLOW OR TWISTED FIBER PRODUCTS MFG. Includes upholstering.

SCOPE

Code 2013 applies to products made from fibrous and pliant plants such as palm or willow. The raw materials are usually soaked in vats of water to make them pliable prior to being woven into such products as porch furniture, living room furniture, chair seats, baskets and hampers. In the case of rattan furniture, the frames are generally received from outside sources. These frames provide a foundation for the subsequent hand weaving or winding of the rattan around such frames to produce the final product. This classification includes upholstering operations.

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2042

~~N/A—GA, MN~~

PHRASEOLOGY

~~PENCIL, PENHOLDER OR CRAYON MFG.~~

GROSS-REF.

~~State Special: Massachusetts—Lead Pencil Mfg.~~

SCOPE

~~Code 2042 is applicable to the manufacture of crayons, penholders, and wooden pencils. Pencil manufacturing operations usually begin with raw logs or pencil slats that are purchased from pencil stock manufacturers. Equipment used in the manufacture of wooden pencils includes grinding mills, wood shapers, kilns, extrusion press, punch press and dipping or spraying apparatus.~~

~~The wooden stock is cut and shaped as necessary. The appropriate "lead" for the type of pencil being manufactured is added. Metal eraser tips are stamped out on presses, fitted with rubber erasers and attached to the pencil.~~

~~Crayons are manufactured by mixing wax and pigments inside heated vessels. The mixture is then poured or pumped into molds that are shaped like crayons. After a cooling period, labels are attached to the crayons, which completes the manufacturing process.~~

~~Refer to Code 4432 for the manufacture of mechanical pencils.~~

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3365•**PHRASEOLOGY****WELDING OR CUTTING NOC & DRIVERS-**

Applies to both shop and outside work and includes incidental machining operations. ~~Shall~~ Must not be assigned at a single job or location to ~~a risk engaged in an employer that performs~~ operations described by another classification. An exception exists in that work under air pressure ~~shall~~ must be rated as Code 6252—Shaft Sinking or Code ~~6260~~ 6251—Tunneling—All Operations; work in connection with demolition jobs ~~shall~~ must be rated as wrecking; work in connection with iron or steel erection ~~shall~~ must be so rated; work in connection with oil or gas pipeline construction ~~shall~~ must be rated as Code 6233—Oil or Gas Pipeline Construction.

SCOPE

Code 3365 applies to all types of contract welding or cutting operations that are not otherwise classified. This classification contemplates welding or cutting operations performed by specialist contractors doing both shop work or outside work. Since certain projects where welding or cutting may be performed are extra hazardous, the classification phraseology sets forth the operations that must be separately rated. Specialists engaged in automated or computerized welding or cutting operations are additionally contemplated by Code 3365. These specialists may employ automatic robotic arms, microscopics and/or lasers in their operations. This code also contemplates brazing operations. Brazing involves the joining together of metal pieces using solder with a high melting point.

Refer to Code 8720 for testing or inspection of oil or gas pipelines that are not under construction.

Code 3365 is applicable to the testing or inspection of conduits or pipelines other than oil or gas pipelines when the testing or inspection is as follows:

1. Destructive testing including operations at a job or location in which a combination of destructive, non-destructive or radiographic/X-ray analysis methods are utilized together.
2. Testing or inspection involving radiographic or X-ray analysis processes.
3. Other non-destructive testing or inspection of other than oil or gas pipes are properly classified to Code 8720.

Testing or inspection of oil or gas pipelines performed in conjunction with the construction of these pipelines must be assigned to the appropriate construction classification.

Code 3365 is restricted to insured specialist contractors or separate subsidiaries engaged solely in welding or cutting operations who do not engage in the operations specified in this classification's footnote.

Code 3365 is a construction classification and as such, Code 8227—Construction or Erection Permanent Yard is available for assignment to qualifying risks along with Code 3365. It should be noted that Code 3365 also includes shop operations. ~~We distinguish between~~ Code 8227 operations ~~and are distinguished from~~ Code 3365 shop operations in the following manner: Code 8227 operations consist of labor that maintains, repairs and stores an insured's materials and equipment. Shop operations assigned to Code 3365 consist of labor (usually skilled) that engages in operations that are specifically related to the work contemplated by the construction or erection code applicable to the business. Refer to Code 8227 for additional information.

Extra-Territorial Classification Guidelines:

The following material was developed by NCCI to be used as a guide by auditors and underwriters in the determination of premium for contracting (construction risks) with extra-territorial employments where no

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company guidelines have been established for this purpose. Construction classifications are indicated by the addition of a construction code symbol (•) next to the classification code number.

1. Payroll of employees of contractors who have their place of business in a given state and operate also in adjoining states and who are constantly crossing state lines, but usually return to their homes each night, must be assigned to their headquarters' state. Example: Contractors such as electricians, plumbers, carpet layers, etc.
2. The payroll for construction project managers, executives, or superintendents who may visit a job but who are not in direct charge of a job must be assigned to the state in which their headquarters are located.
3. There are contractors who maintain a permanent staff of employees and superintendents. If any of these employees or superintendents is assigned to a job that is located in a state other than their headquarters' state, either for the duration of the job or any portion thereof, their payroll must be assigned to the highest rated of either the state in which the job is located or the headquarters' state.
4. The payroll of employees who is hired for a specific job project must be assigned to the state in which the job is located.

When a portion of the operations of a risk are insured in a monopolistic state fund, consider the special rules and requirements that may exist in such cases.

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(APPLIES IN: VA)****4432****PHRASEOLOGY**

PEN MFG.

Includes the manufacture of all types of handwriting implements that use ink or similar fluids ~~(N/A MA)~~.**CROSS-REF.***Crayon Mfg.; Pencil Mfg.—Mechanical.***State Special:** ~~Alabama, Georgia, Massachusetts, New York, Oregon~~—Fountain Pen Mfg.;~~Alabama, Georgia, Massachusetts, New York, Oregon~~—Pen Mfg.—Fountain or Ballpoint;~~New Jersey~~—Pen Mfg.—includes the manufacture of handwriting instruments. Pencil mfg.—wood to be separately rated as Code 2942.;~~New Jersey~~—Pencil Mfg.—Mechanical—includes the manufacture of handwriting instruments. Pencil mfg.—wood to be separately rated as Code 2942.**SCOPE**

Code 4432 is applied to ~~insureds engaged in the~~ employers that manufacture of fountain pens, ballpoint pens and automatic or mechanical pencils. Precious metal and nonprecious sheet metal stock, plating solutions, pen points or nibs, pencil lead, plastic tubing, ink, hollow brass rods, carbide tungsten balls, polystyrene, butyrate or tenite granules or pellets, polystyrene packaging film, cardboard and boxes are received from others. The manufacture of gold or silver fountain pens and mechanical pencils usually requires individual workmanship on each item. Much of the work for the precious metal or metal products is done on small, slow-moving presses. Some parts may be produced by an automatic screw machine process. All parts, including the fountain pen plastic tubing, which has been cut to length, are assembled by hand or machine. Usually, a high proportion of employees ~~are engaged in~~ perform finishing operations, ~~i.e.,~~ such as plating, buffing, polishing, inspecting, and packaging.

In the manufacture of ballpoint pens, polystyrene barrels, tops, bottoms and caps are injection-molded from granules or pellets. The tubing for the ink reservoirs is cut to length. Automatic assembly machines load the balls (formed on ball grinding machines) into the points. Others assemble the points and supports (formed from brass rods in automatic screw machines) and roll the supports onto the ink tubing. The point and the tube assemblies are placed in ink filling machines. The parts are then assembled into the barrels and the pens are capped and packaged.

Crayons are manufactured by mixing wax and pigments inside heated vessels. The mixture is then poured or pumped into molds that are shaped like crayons. After a cooling period, labels are attached to the crayons, which completes the manufacturing process.

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(APPLIES IN: VA)****6251•****PHRASEOLOGY**TUNNELING—~~NOT PNEUMATIC—ALL OPERATIONS—~~

Includes lining, all employees working under air pressure, and all others working in the tunnel or performing work in connection with equipment. Subway construction to be separately rated.

~~GROSS-REF.~~**~~State Special: California~~**—Tunneling—All Work to Completion—including lining;**~~District of Columbia, Georgia, Maryland, Virginia~~**—delete “Subway construction to be separately rated” from these states’ footnotes;**~~New Jersey~~**—delete “All Operations” from footnotes;**~~New York~~**—Tunneling—Not Pneumatic—All Operations—includes lining. Subway construction to be separately rated as Code 6259 or Code 6254.**SCOPE**

Code 6251 is assigned to specialist contractors engaged in who perform non-pneumatic tunnel construction. The classification ~~contemplates~~ applies to all operations including lining. It does not ~~contemplate~~ include subway construction ~~or any operations performed under air pressure.~~ The operations include earth, rock, and water removal by mechanical equipment, explosives and pumps and drains piped to the outside of the bore which will vary in size depending upon the ultimate use of the tunnel. Shaped steel I-beams are placed as the bore progresses, to which horizontal beams or solid bar stock are welded or bolted for support. Shielding the bore, between the I-beams, requires bolting wood bulkheads or welding steel plates to the beams followed by filling gaps between the face of the bore and shielding with sand or concrete grout. The tunnel will then be lined with concrete, steel or tile, if required, and lighting, ventilation and drains installed.

Code 6251 is also applied to pneumatic tunneling operations. Steel caissons, equipped with a shield and air locks for workers and material, are sunk to the required depth at the portals (also equipped with locks) at each end of the tunnel to be constructed. The work proceeds to the center (until breakthrough) by pushing the shield (a long steel tube) through the inside of the caisson. Material is hauled back through the caisson and lifted to the surface for removal. As the shield moves forward, a steel lining is constructed in the tunnel bore. Concrete is then forced between the lining and the walls of the hole. At breakthrough, the portals are opened to the ground connections.

~~Please refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to insureds~~ employers that have operations outside their headquarters’ state.

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6260•
N/A—GA, NJ

PHRASEOLOGY

TUNNELING—PNEUMATIC—ALL OPERATIONS.

Includes lining, all employees working under air pressure and all others working in the tunnel or in work on the apparatus connected therewith.

SCOPE

Code 6260 is applied to specialist contractors engaged in pneumatic tunnel construction. The classification contemplates all operations including lining, all employees working under air pressure and all others working in the tunnel or in work on the apparatus connected therewith. Steel caissons equipped with a shield and air locks for workers and material are sunk to the required depth at the portals (also equipped with locks) at each end of the tunnel to be constructed. The work will proceed to the center (until breakthrough) by pushing the shield (a long steel tube) through the inside of the caisson. Material as removed is hauled back through the caisson and lifted to the surface for removal. As the shield moves forward a steel lining is constructed in the tunnel bore. Concrete is then forced between the lining and the walls of the hole. At breakthrough the portals are opened to the ground connections.

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N/A—GA**PHRASEOLOGY**

SEWER CONSTRUCTION—ALL OPERATIONS & DRIVERS.

Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or Code 6260. Surface restoration to be separately rated.

GROSS-REF.~~**State Special: Massachusetts**—Municipal, Township, County or State Employee NOG—Major Governmental Occupations Assigned to Classifications Other Than Code 9410: Sewer Construction—All Operations & Drivers;~~~~**New Jersey**—Sewer Construction & Drivers—applies to all operations to completion. Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251. Surface restoration to be separately rated;~~~~**New York**—add “permanent surface restoration to be separately rated” to footnote;~~~~**Virginia**—Sewer Construction—All Operations & Drivers. Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or Code 6260.~~**SCOPE**Code 6306 is an all-inclusive class for ~~insureds~~ employers engaged in sewer construction operations. It applies to the installation of force main-type sewage work, the installation of storm sewer lines including the outfall, construction of drain concrete boxes, catch basins, manholes, laying of pipe, etc., for storm sewer systems. Code 6306 also applies to all types of storm and sanitary sewer construction projects, regardless of the size of pipe and the depth below the ground surface, including all related operations appurtenant thereto, such as mechanical or hand tool trench digging, boring, hauling, handling and laying of pipe (even large dimension pipe), making connections, masonry and concrete work, fence construction work, filling or backfilling, tunneling at street crossings (~~not pneumatic~~), etc.Please refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to ~~insureds~~ employers that have operations outside their headquarters' state.

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N/A—GA****PHRASEOLOGY****GAS MAIN OR CONNECTION CONSTRUCTION & DRIVERS.**

Includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated. Separately rate: the construction of pipelines between natural gas-producing fields and points of connection with local distributing systems. Such cross-country pipeline construction shall be rated as Code 6233—Oil or Gas Pipeline Construction. Code 7502—Gas Company shall not be assigned at the same job or location to which Code 6319 applies.

CROSS-REF.

Steam Mains or Connection Construction & Drivers—includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or Code 6260. Code 7539—Steam Heating or Power Company shall not be assigned at the same job or location to which Code 6319 applies; *Water Main or Connection Construction & Drivers*—includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated. Code 7520—Waterworks Operation shall not be assigned at the same job or location to which Code 6319 applies.

State Special: New Jersey—add “NPD with Code 7502—Gas Company” to footnote;

New Jersey—add “NPD with Code 7570—Steam Heating or Power Company” to footnote;

New Jersey—add “NPD with Code 7520—Waterworks Operation” to footnote;

New York—add “Not available for division of payroll with Code 7502—Gas Co.—Natural Gas—Local Distribution—All Operations—& Drivers” to footnote;

New York—*Steam Main or Connection Construction & Drivers*—includes tunneling at street crossings when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or Code 6260;

New York—*Water Main or Connection Construction & Drivers*—includes tunneling at street crossing when not performed under air pressure. All other tunneling to be separately rated as Code 6251 or Code 6260;

Massachusetts—Municipal, Township, County or State Employee NOG—Major Governmental Occupations Assigned to Classifications Other Than Code 9410—Water Main Construction & Drivers.

SCOPE

Code 6319 is applicable to the construction of gas mains, steam mains, water mains or construction that connects these types of mains. Separately rate tunneling in connection with this type of construction unless the tunneling is conducted at street crossings without the use of air pressure. The construction of pipelines from natural gas producing fields to local distribution systems is also separately rated. The excavation of land, when performed by the contractor who is engaged in the construction or installation of mains, is additionally contemplated by Code 6319 as is any landscaping work performed in connection with the construction operations. The classification additionally includes the fabrication of pipe, couplings, pipe fittings, e.g., “T”s, elbows, bushings, adapters, etc., to be used in conjunction with the pipeline construction.

Please refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to ~~insureds~~ employers that have operations outside their headquarters' state.

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EXHIBIT 8
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FACT SHEET 1—NATIONAL CLASSIFICATIONS WITH LOW CREDIBILITY TO BE ELIMINATED
SPECIAL CLASSIFICATIONS
(APPLIES IN: VA)

8017◆

| | |
|---|---|
| States Not Applicable: Not Applicable | Replaced By: Not Applicable |
| Established: Date Unknown | Retained: Not Applicable |
| Discontinued: Not Applicable | NCCI Schedule and Group: Schedule 34, Group 343 |

PHRASEOLOGY

STORE:—RETAIL NOC

Description:

Code 8017 applies to retail stores that are principally engaged in selling merchandise that is not described by a specialty retail store classification in the *Basic Manual*. Stores assigned to this classification sell items such as art supplies, bakery products, beer and soft drinks, cigars and cigarettes, computers (personal or home-type), confectionery, cosmetics and toilet items toiletries, floor coverings, giftware, greeting cards, small household appliances (small), housewares, lamps and lighting fixtures, musical instruments, paint and related supplies, photographic supplies and equipment, pocketbooks, radios, televisions, stereophonic or high-fidelity equipment (see refer to Code 8072 for records, audio or videocassettes, computer software, and other magnetic media), stationery and related items, toys, typewriters and office machines, wines, and liquors.

Merchants are assigned to classifications in part based on the type of merchandise sold that constitutes principal receipts for the merchant. Each separate location operated by the merchant is classified independently based on principal receipts for the type of merchandise sold at that location. The term “principal receipts” has been defined as more than 50% of gross receipts. The term “retail” has been defined, with certain exceptions, as the sale of merchandise to the general public for personal or household consumption or use and not for resale. Warehouses operated by retail merchants for the purpose of supplying stores operated by the retail merchant are classified to the same code applicable to the store they are supplying.

Code 8018—Store: Wholesale NOC encompasses mail order sales of merchandise that is not otherwise classified. With the increase in e-commerce (sales of merchandise via the Internet), certain businesses that are principally retail in nature are now increasing their mail order sales. If these “retail” stores have receipts from mail order sales that are greater than 50% of total receipts at a particular location, that location is considered to be a wholesale store that is assigned to either Code 8018 or an alternative wholesale mail order store code that best describes the business. Warehouses that supply an insured’s employer’s stores do not have any retail receipts but may have wholesale receipts from e-commerce sales. If the gross receipts for the warehouse mail order operation are greater than the receipts for the stores the warehouse is supplying, the warehouse is assigned to the appropriate mail order store code.

Code 8017 includes the sale of computers (personal or home-type) if the sales are principally retail in nature, regardless of the buyer or ultimate use of the merchandise sold and notwithstanding the definitions of

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wholesale and retail at the end of this scope. A computer store that receives greater than 50% of its receipts from mail order operations is assigned to Code 8018.

This classification also includes pawn shops, pet shops, and stores that serve ice cream and soft drinks, as well as specialty stands or stores that sell frozen custard. (It also applies to cigar stores, confectionery stores, or other "NOC" retail stores that, in addition to selling merchandise such as cigars, cigarettes, candy, and stationery, also serve food [not merely ice cream or soft drinks]. This classification applies only if the receipts from service of food are less than 50% of the gross receipts for the entire store.)

Cybercafes are restaurants that provide on-premises computers that enable their customers to "surf" the Internet, play computer games, visit chat rooms, and engage in other computer-oriented activities. These cafes usually offer beverage and food service. Beverages include coffee, soft drinks, espresso, bottled water, juices, and sometimes alcoholic beverages. Food service could include full menu service or limited food service such as doughnuts, bagels, muffins, and other bakery items. Sandwiches could be served as well. Notwithstanding the availability of computers, cybercafes that serve food are assigned to the appropriate restaurant code based on the nature of the food and beverages served. Refer to the previous paragraph for cybercafes that do not provide food service but serve nonalcoholic beverages and such nonfood items as ice cream.

Other types of operations assigned to this classification are:

1. Demonstrators in retail stores owned by others.
2. Concessions, such as those that provide door attendants, cigarette vendors, parcel or luggage checkroom and washroom attendants, rolling chairs on boardwalks, beach chairs, and beach umbrellas.
3. Amusement device operations such as those in arcades and also skee ball alleys and similar games.
4. Shoppers who check the attentiveness, personality, and honesty of salesclerks employed in stores owned by others.
5. Ski shop employees at winter resort areas where ski equipment is rented or repaired.

Code 8235 is applied to ~~insureds~~ employers engaged exclusively in buying, selling, and distributing kitchen cabinets and other assembled millwork products. If an ~~insured employer~~ does not deal exclusively in kitchen cabinets and other assembled millwork products, Code 8017—Store: Retail, Code 8018—Store: Wholesale, or Code 8044—Store: Furniture may be applicable to the ~~risk~~ employer. Code 8017 or Code 8018 is applicable if a store principally (not exclusively) sells kitchen cabinets and other assembled millwork products. Code 8044 is applicable if a minor amount of these products are sold by a furniture store.

Special Conditions:

Note: General Guide for Assignment of Classifications to Stores: Classifications that are considered stores have a ♦ next to their code numbers.

For the purpose of the application of workers compensation mercantile classifications, a mercantile business is defined as any store or dealer engaged in the sale of goods or merchandise. For mercantile businesses, the classification is determined separately for each location.

The assignment of a classification to a store is based upon the principal type of merchandise sold and whether the operations are wholesale or retail. The following definitions and instructions are to be observed in determining the appropriate store classification:

1. Type of Merchandise Sold: If a store sells several types of merchandise, each of which may be subject to a different classification, such a store shall be assigned on the basis of the principal category of the merchandise sold. The term "principal" means more than 50% of the gross receipts.

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2. Wholesale Versus Retail: Retail applies to the sale of merchandise to the general public for personal or household consumption or use and not for resale. Wholesale applies to the sale of merchandise for resale to others, or to the sale to manufacturers, builders, contractors, or others for use in their business, or as raw materials. A store that sells merchandise on a combined wholesale and retail basis shall be assigned to the appropriate store classification depending upon whether the gross receipts are principally from wholesale or retail sales. The term "gross receipts" means gross receipts less receipts derived from the sale of lottery tickets. The term "principally" means more than 50% of the gross receipts.

Exception: If it is determined that a store's sales are clearly retail in nature, the appropriate retail store classification may be assigned regardless of the above definition of retail. Examples of this type of situation would be stores selling artwork or art supplies in a shopping mall when the majority of sales are to artists who use the materials in their business, or artwork purchased by businesses. In these cases, the stores would clearly be classified as retail except for the ultimate use or purchaser of the products.

Related Operations Not Classified to Code 8017:

- Code 8017 does not apply to any retail store that is described by one of the specialty store classifications.
- Stores engaged principally in mail order sales of merchandise, such as described above, to individuals shall be assigned to Code 8018—Wholesale Stores NOC.
- The installation, service or repair of household appliances by a retail store shall be assigned to Code 9519—Household Appliances Installation, etc.
- The installation of carpets, linoleum and nonceramic floor tile by a retail store shall be assigned to Code 5478—Floor Covering Installation—Resilient Flooring, Carpet and Laminate.
- Hat or Coat Checkroom Concessions shall be assigned to Code 8008—Clothing Stores—Retail.
- Refer to Code 4777 for mercantile ~~risks~~ employers that sell fireworks. Under certain circumstances, these ~~insureds~~ employers may qualify for Code 8017.
- Refer to Code 8015 for copying operations using machinery similar to office photocopying machines, not offset printing presses or multilith machines.

Certain Code 8017 operations are designated as "not otherwise classified" (NOC). These NOC operations ~~shall apply to an insured employer~~ only when no other classification more specifically describes the ~~insured's employer's~~ operations. In addition to the above references, the following is a representative list of retail or combined wholesale and retail store operations that are not assigned to Code 8017.

- 8010 Store: —Agriculture Implement—Not Farm Machinery
- 8010 Store: —Audio or Video Parts and Accessories
- 8046 Store: —Automobile Parts and Accessories—Retail—NOC ~~or~~ & Drivers
- 8072 Store: —Book, Record, Compact Disc, Software, Video or Audiocassette—Retail
- 8008 Store: —Clothing, Wearing Apparel, or Dry Goods—Retail
- 8006 Store: —Coffee, Tea, or Spice—Retail
- 8006 Store: —Dairy Products—Retail
- 8006 Store: —Delicatessen—Retail
- 8039 Store: —Department—Retail
- 8045 Store: —Drug—Retail

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- 8008 Store: Dry Goods—Retail
- 8031 Store: Fish, Meat or Poultry—Retail
- 8001 Store: Florist & Drivers
- 8006 Store: Frozen or Frosted Food—Retail
- 8006 Store: Fruit or Vegetable—Retail
- 8044 Store: Furniture & Drivers
- 8061 Store: Grocery—Convenience—Retail
- 8006 Store: Grocery—Retail
- 8010 Store: Hardware
- 8013 Store: Hearing Aid
- 8105 Store: ~~Hide or Leather Dealer~~
- 8044 Store: Household Appliance—Electrical & Drivers
- 8013 Store: Jewelry
- 8105 Store: ~~Leather or Hide Dealer~~
- 8031 Store: Meat, Fish or Poultry—Retail
- 8033 Store: Meat, Grocery and Provision—Combined—Retail NOC
- 8044 Store: Piano or Organ & Drivers
- 8010 Store: Ship Chandlers
- 8008 Store: Shoe—Retail
- 8033 Store: Supermarket
- 8006 Store: Vegetable or Fruit—Retail

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 8017 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.~~

CROSS-REF.

AUCTIONEERS

CROSS-REF.

BAKERIES—RETAIL STORE SALES

CROSS-REF.

BEER OR ALE DEALER—RETAIL

CROSS-REF.

CAMERA OR PHOTOGRAPH SUPPLIES STORES—RETAIL

CROSS-REF.

FIVE AND TEN CENT

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Note: Applicable to store locations at which are sold a variety of small wares such as stationary, giftware, toilet articles, light hardware, toys, house wares, confectionery, ready-to-wear clothing and accessories, etc. Sales are usually for cash without delivery service. Stores are sometimes distinguished by advertising price ranges of “\$.05 or \$.10” or “\$.05 to \$1.00”

CROSS-REF.

FLOOR COVERINGS—RETAIL

CROSS-REF.

HAT CLEANING

CROSS-REF.

LAUNDRY—SELF SERVICE

CROSS-REF.

LUGGAGE STORES—RETAIL

CROSS-REF.

PAINT STORES—RETAIL

CROSS-REF.

PAWN SHOPS

CROSS-REF.

STORE—PET AND PET SUPPLY—RETAIL

Description:

This classification includes pet shops and stores. Employees or uninsured subcontractors who provide grooming or training as a service are included within this classification.

CROSS-REF.

SHOE SHINING ESTABLISHMENT

CROSS-REF.

SPORTING GOODS—RETAIL

CROSS-REF.

TAILOR SHOP

CROSS-REF.

WALLPAPER STORES—RETAIL

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8018◆

| | |
|---|---|
| States Not Applicable: Not Applicable | Replaced By: Not Applicable |
| Established: Date Unknown | Retained: Not Applicable |
| Discontinued: Not Applicable | NCCI Schedule and Group: Schedule 34, Group 343 |

PHRASEOLOGY

STORE:—WHOLESALE—NOC

Description:

Store:—Wholesale—NOC applies to stores that are engaged in the wholesale selling of merchandise not described by a specialty wholesale store classification in the *Basic Manual*. Stores assigned to this classification sell items such as art supplies, books, candy, carpets and linoleum, cigars and cigarettes, computers—~~personal or home type~~, cosmetics and ~~toilet items~~ toiletries, fur skins, giftware, greeting cards, hotel supplies, household appliances—~~small~~, housewares, lamps and lighting fixtures, musical instruments, paint and related supplies, phonograph records, photographic supplies and equipment, pocketbooks, radios, televisions, stereophonic or high-fidelity equipment, sheet music, soft drinks, stationery and related items, tires (no installation), toys, pets, wines, and liquors.

Stores engaged principally in the wholesale or retail mail order sales of merchandise such as described above are also included in this classification. Since Code 8018 is an NOC classification, mail order sales of merchandise otherwise classified such as the mail order sales of drugs (Code 8047) are not included in Code 8018. Wholesale operations generally include the maintenance of warehouse inventories; the physical assembling, sorting, and grading of goods; the breaking of bulk quantities and repackaging into smaller lots; and the promoting of sales through utilization of an outside sales force. Other types of operations assigned to this classification are:

1. Package ~~C~~onsolidators—receiving packages from other firms for sorting and consolidating
2. Packing—receiving bulk merchandise for repackaging
3. Storage of rugs and carpets
4. Incubating and shipping day-old chicks
5. Dealers in charcoal in bags
6. Sawdust ~~D~~dealers—no grinding operations
7. Dealers in ~~S~~ausage ~~C~~asings—no cleaning

Fruit or Vegetable Stores—Wholesale applies to dealers engaged principally in the wholesale distribution of fresh fruits or vegetables. Such dealers, as a part of their wholesale operations, may also perform incidental

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repackaging of the merchandise into retail size bunches, boxes, bags, or similar containers. In addition, these dealers may also sell a minor amount of groceries, dairy products, and frozen foods. This classification also applies to the freezing of fresh fruits and vegetables.

Dealers engaged principally in the wholesale distribution of groceries, dairy products, and frozen foods with a minor amount of fresh fruits or vegetables ~~shall~~ must be assigned to Code 8018—~~Store—~~Grocery Stores—Wholesale.

Grocery Stores—Wholesale applies to dealers engaged principally in wholesale selling of groceries, frozen foods or eggs—including incidental sorting, candling, and grading—which are received and sold in cartons, cases, and boxes. Such dealers may also sell at wholesale a minor amount of dairy products, fresh fruit, vegetables, or other merchandise such as beer, soda, household cleaning supplies, or paper products.

In addition, this classification applies to wholesale egg dealers and includes incidental egg handling operations such as sorting, candling, grading, washing, and packing in cartons and crates for shipment.

Wholesale dealers principally engaged in selling fresh fruits or vegetables must be assigned to Code 8018—~~Store—~~Fruit or Vegetable Stores—Wholesale.

Wholesale dealers principally engaged in selling soda, household cleaning supplies, or paper products must be assigned to Code 8018—~~Store—~~Wholesale Stores NOC.

Code 8235 is applied to ~~insured~~ employers engaged exclusively in buying, selling, and distributing kitchen cabinets and other assembled millwork products. If an ~~insured employer~~ does not deal exclusively in kitchen cabinets and other assembled millwork products, Code 8017—~~Store—~~Retail NOC, Code 8018—~~Store—~~Wholesale—NOC, or Code 8044—~~Store—~~Furniture & Drivers may be applicable to the ~~risk employer~~. Code 8017 or Code 8018 is applicable if a store principally (not exclusively) sells kitchen cabinets and other assembled millwork products. Code 8044 is applicable if a minor amount of these products are sold by a furniture store.

Special Conditions:

Note: General Guide for Assignment of Classifications to Stores: Classifications that are considered stores have a ♦ next to their code numbers.

For the purpose of the application of workers compensation mercantile classifications, a mercantile business is defined as any store or dealer engaged in the sale of goods or merchandise. For mercantile businesses, the classification is determined separately for each location.

The assignment of a classification to a store is based upon the principal type of merchandise sold and whether the operations are wholesale or retail. The following definitions and instructions are to be observed in determining the appropriate store classification:

1. Type of Merchandise Sold: If a store sells several types of merchandise, each of which may be subject to a different classification, ~~such a that store shall~~ must be assigned on the basis of the principal category of the merchandise sold. The term “principal” means more than 50% of the gross receipts.
2. Wholesale Versus Retail: Retail applies to the sale of merchandise to the general public for personal or household consumption or use and not for resale. Wholesale applies to the sale of merchandise for resale to others, or to the sale to manufacturers, builders, contractors, or others for use in their business, or as raw materials. A store that sells merchandise on a combined wholesale and retail basis ~~shall~~ must be assigned to the appropriate store classification depending upon whether the gross receipts are principally from wholesale or retail sales. The term “gross receipts” means gross receipts less receipts derived from the sale of lottery tickets. The term “principally” means more than 50% of the gross receipts.

Exception: If it is determined that a store’s sales are clearly retail in nature, the appropriate retail store classification may be assigned regardless of the above definition of retail. Examples of this type of situation

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would be stores selling artwork or art supplies in a shopping mall when the majority of sales are to artists who use the materials in their business, or artwork purchased by businesses. In these cases, the stores would clearly be classified as retail except for the ultimate use or purchaser of the products.

Related Operations Not Classified to Code 8018:

- This classification does not apply to any wholesale store that is described by one of the specialty store classifications.
- Wholesale dealers engaged principally in selling drugs and medicines ~~shall~~ must be assigned to Code 8047—~~Store—Drugstores—Wholesale.~~
- Dealers engaged in the exclusive sale of plywood, ~~who that~~ do no handling of any other lumber, ~~shall~~ must be assigned to Code 8235—~~Plywood Dealers Sash, Door or Assembled Millwork dDealer & Drivers.~~
- Wholesale Distribution of newspapers and magazines ~~shall~~ must be assigned to Code 8745—~~News Agents or Distributors of Magazines or Other Periodicals—Not Retail Dealer—& Salespersons, Drivers.~~
- Wholesale dealers engaged principally in selling beer and ale in bottles, cans or kegs ~~shall~~ must be assigned to Code 7390—~~Beer or Ale Dealers—Wholesale & Drivers.~~
- Installation of carpets, linoleum or non-ceramic floor tile by a wholesale store ~~shall~~ must be assigned to Code 5478—~~Floor Covering Installation—Resilient Flooring,—Carpet and Laminate Flooring.~~
- Stores engaged in the selling of paint, wallpaper and allied supplies ~~shall~~ must be assigned to Code 8017—~~Retail Stores NOC, if the sales are principally retail in nature, regardless of the buyer or ultimate use of the merchandise sold.~~
- ~~Risks Employers~~ engaged principally in packing fresh fruits, including sorting, grading and washing of the fruit, ~~shall~~ must be assigned to Code 2105—~~Fruit Packing.~~
- ~~Risks Employers~~ engaged principally in packing fresh vegetables, including sorting, grading and washing vegetables, ~~shall~~ must be assigned to Code 8209—~~Vegetable Packing & Drivers.~~
- Wholesale dealers engaged principally in selling beer in bottles, cans, kegs or barrels ~~shall~~ must be assigned to Code 7390—~~Beer or Ale Dealers—Wholesale & Drivers.~~
- Refer to Code 4777—~~Explosives Distributors & Drivers~~ for mercantile ~~risks employers~~ that sell fireworks. Under certain circumstances, these ~~insureds employers~~ may qualify for Code 8018.

Certain Code 8018 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall~~ apply to an ~~insured employer~~ only when no other classification more specifically describes the ~~insured's employer's~~ operations. In addition to the above references, the following is a representative list of retail or combined wholesale and retail store operations that are not assigned to Code 8018:

- 8010 Store:—~~Agricultural Implement Stores—Not Farm Machinery~~
- 8046 Store:—~~Automobile Parts and Accessories NOC & Drivers~~
- 8010 Store:—~~Audio or Video Parts and Accessories~~
- 8032 Store:—~~Clothing, Wearing Apparel, or Dry Goods—Wholesale~~
- 8047 Store:—~~Drug—Wholesale~~
- 8032 Store:—~~Dry Goods—Wholesale~~
- 8021 Store:—~~Fish, Meat or Poultry Dealer—Wholesale~~
- 8044 Store:—~~Furniture & Drivers~~

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- 8010 Store:___Hardware
- 8013 Store:___Hearing Aid
- 8105 Store: ~~Hide or~~ Leather Dealer
- 8044 Store:___Household Appliance—Electrical & Drivers
- 8013 Store:___Jewelry
- 8105 Store: ~~Leather or~~ Hide Dealer
- 8021 Store:___Meat, Fish or Poultry Dealer—Wholesale
- 8044 Store:___Piano or Organ Dealer & Drivers
- 8010 Store:___Ship Chandlers
- 8008 Store:___Shoe—Retail
- 8032 Store:___Shoe—Wholesale

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 8018 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.~~

CROSS-REF.

BARBER OR BEAUTY PARLOR SUPPLY HOUSES

~~(N/A MA)~~

CROSS-REF.

EGG DEALERS—INCLUDING GRADING, CANDLING, PACKING—WHOLESALE

~~(N/A MA)~~

CROSS-REF.

FLOOR COVERINGS—WHOLESALE

CROSS-REF.

MILL SUPPLY DEALERS

~~(N/A MA)~~

CROSS-REF.

PACKAGING—CONTRACT

~~(N/A MA)~~

CROSS-REF.

PAINT STORES—WHOLESALE

CROSS-REF.

SOFT DRINK DISTRIBUTORS—WHOLESALE—NO BOTTLING

CROSS-REF.

STORE—PET AND PET SUPPLY—WHOLESALE

~~(N/A MA)~~

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CROSS-REF.

STORE:—FRUIT OR VEGETABLE—WHOLESALE

{N/A MA}

CROSS-REF.

STORE:—GROCERY—WHOLESALE

{N/A MA}

CROSS-REF.

STORE:—VEGETABLE OR FRUIT—WHOLESALE

{N/A MA}

CROSS-REF.

WALLPAPER STORES—WHOLESALE

CROSS-REF.

WELDING SUPPLY DEALERS

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WOOL MERCHANT-

Includes warehouse.

CROSS-REF.

Clippings Dealer—applies to a dealer in new textile fabrics only. Not rag or paper stock dealers. Dealers in used fabrics shall be assigned to 8264—Paper Stock or Rag Dealer; *Cotton Compressing*—includes incidental warehouses. Codes 8103 and 0401 must not be assigned to the same employer unless the operations described by these classifications are conducted as separate and distinct businesses; *Cotton Merchant*—includes warehouse or yard employees (N/A AL, AR, GA, LA, MS, TN); *Cotton Storage*—applies to baled cotton. Includes warehouse or yard employees (N/A AL, AR, GA, LA, MS, TN); *Wiping Cloth Dealer & Laundry Operations* (N/A MA).

State Special: California—Wiping Cloth or Rag Dealers—including all laundry operations;

Massachusetts—Wool Merchant—includes warehouse. The dusting, blending or mechanical processing of wool to be separately rated;

Massachusetts—Feathers—Washing, Steaming, Cleaning and Renovating;

New York—Clippings Dealer & Drivers—applies to dealer in new textile fabrics only. Not rag or paper stock dealers. Dealers in used fabrics shall be assigned to Code 8264—Paper Stock or Rag Dealer—Second Hand—& Drivers;

New York—Cotton Merchant & Drivers—includes warehouse or yard employees;

New York—Wiping Cloth Dealer & Drivers—laundry operations to be separately rated as Code 2591—Laundry or Dry Cleaning—Commercial—& Route Salespersons, Drivers;

New York—Wool Merchant & Drivers—includes warehouse.

SCOPE

Code 8103 is applied to wool merchants who purchase raw wool from others and process it for resale to their customers. The wool is received, usually in large burlap bags weighing approximately 500 pounds, and stored until ready to be processed. The operations involve the removal of removing the wool from the bags, hand sorting, grading and then replacing in burlap bags according to grade. The graded wool is then stored and subsequently shipped.

This classification is applied to dealers in new textile clippings. Remnants purchased from textile mills, clothing manufacturers, etc., are received in burlap bags or bales and placed into storage prior to processing. The operations involve the removal of the remnants from the bags or bales, hand sorting, trimming to size, grading, weighing and baling prior to shipment.

Code 8103 also is applied to insureds employers dealing in wiping cloths. Rags are received from outside sources and placed in storage prior to before processing. The operations involve the washing, extracting, and drying of soiled rags. All stock is then sorted, trimmed on cutting machines to remove buttons, snaps, zippers, etc., sized and graded to complete the wiping cloths, which are then baled or placed into cartons of 10, 25 or 50 lots to be shipped to customers.

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Code 8103 additionally is applied to cotton merchants. These ~~insureds~~ employers purchase ginned cotton from others for resale to their customers. This classification includes warehouse and yard operations performed in connection with the merchandising of the cotton. ~~It does not contemplate any compressing operations.~~

This classification also is applied to ~~insureds~~ employers engaged that exclusively in the storing of store baled cotton. In the majority of cases, the baled cotton has been sampled and graded, and it is merely held at the warehouses awaiting the shipment orders from the owners of the cotton. ~~This classification does not contemplate compressing or recompressing of the baled cotton.~~

Note: Refer to the Note listed under Code 8001 for underwriting guidelines that are applicable to stores and dealers.

State Addendum

Massachusetts

Refer to Code 8264 for ~~insureds~~ dealing in wiping cloths.

Note: Refer to Note listed under Code 8001 for the approved interpretations applicable to stores and dealers.

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(APPLIES IN: VA)

8105◆
N/A—GA, MN

PHRASEOLOGY

STORE: HIDE OR LEATHER DEALER

GROSS-REF.

State Special: Massachusetts—amend national phraseology by adding the following:

OPERATIONS COVERED:

This classification applies to wholesale or retail stores engaged principally in selling all kinds of raw or dressed animal hides, reptile skins and tanned leather.

Raw hides are usually received from slaughterhouses and are sorted, graded, salted by hand and shipped to tanneries for processing. After processing at the tannery, the dressed and finished hides, skins and leather are returned to the dealers, where they are graded, measured, edge-trimmed by hand where necessary, stocked and shipped.

OPERATIONS NOT COVERED:

1. Dealers in fur skins, such as those used for clothing, e.g., mink, ermine, sable, beaver, rabbit, fox and raccoon, are assigned to Code 8018—Fur Dealers—Wholesale.
2. This classification does not include any processing operations (other than hand edge-trimming mentioned above). If processing is performed, it is assigned as shown below:

Leather Splitting, Leather Finishing, Leather Dressing, Leather Skinning, Leather Coloring or Painting—Code 8105

Leather Embossing—Code 2640

New Jersey—add “Classification subject to the provisions set forth in 4-1 of the NJ Manual under Store” to footnote.

SCOPE

Code 8105 is applied to dealers engaged in the wholesale or retail merchandising of dressed animal hides, reptile skins and tanned leather. These dealers receive raw hides from others and following sorting, grading and salting by hand, the treated hides are shipped to tanneries for processing. After processing at the tanneries the dressed and finished hides, skins and leather are returned to these dealers where they are again graded and then measured, edge-trimmed by hand if required, stocked and shipped. Tanning operations, leather skiving or embossing or dealers in fur skins such as mink, ermine, sable, beaver, rabbit and raccoon are not contemplated within the scope of this classification.

Note: Refer to Note listed under Code 8004 for underwriting guidelines that are applicable to stores and dealers.

State Addendum

Massachusetts

Refer to Note listed under Code 8004 for the approved interpretations applicable to stores and dealers.

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1745

State Special: applies in ~~AR, NH, VA, VT~~

PHRASEOLOGY

SOAPSTONE OR SOAPSTONE PRODUCTS MFG.

Quarrying to be separately rated.

CROSS-REF.

Hone or Oil Stone Mfg.—this cross-reference has the same footnote as Soapstone or Soapstone Products Mfg.

SCOPE

Soapstone or steatite is defined as massive talc found in extensive beds and is used for the production of various products. Code 1745 has also been assigned to the turning and carving of alabaster to form vases and other decorative accessories and ornamental objects.

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(APPLIES IN: VA)**1803**~~N/A—MA, NJ, NY~~**PHRASEOLOGY**

STONE CUTTING OR POLISHING NOC & DRIVERS-

Quarrying or mining to be separately rated. Stone cutting in quarries shall be rated as 1624—Quarry.

CROSS-REF.

Slate Milling & Drivers—no slate splitting or roofing slate manufacturing. Quarrying or mining to be separately rated; *Soapstone or Soapstone Products Mfg. & Drivers*—quarrying to be separately rated (~~N/A AR, MN, NH, VT~~); *Hone or Oil Stone Mfg. & Drivers*—quarrying to be separately rated; *Oil or Hone Stone Mfg. & Drivers*—~~the following footnote is applicable to hone or oil stone mfg.:~~ Quarrying to be separately rated; *Flint Grinding & Drivers, Silica Grinding & Drivers, Spar Grinding & Drivers*—the following footnote is applicable to flint, silica or spar grinding: Digging, mining or quarrying to be separately rated.

~~**State Special: California**—Marble Cutting or Polishing—quarrying shall be separately classified. Marble cutting in quarries shall be separately classified as Code 1624—Quarries.~~

SCOPE

Code 1803 is applicable to ~~insureds employers engaged in the cutting, grinding, sandblasting, polishing and engraving of~~ that cut, grind, sandblast, polish, and engrave stone such as limestone, granite, marble, and slate and includes stone dealers engaged in polishing and engraving that polish and engrave. Quarrying and mining of the stone by these ~~insureds employers~~ would be separately rated. Also, any stone cutting operations performed at quarry sites would be rated under the applicable quarry classifications.

This classification is also applied to ~~insureds employers engaged in~~ that perform slate milling. The term “milling” under Code 1803 does not involve a crushing operation. It involves the use of various types of saws or other apparatus to cut and smooth the surface of the slate prior to being sold in slab or sheet form.

Code 1803 is applied to retail monument dealers ~~who~~ that purchase cut and polished monuments or gravestones from wholesale monument manufacturers, ~~who~~ which are also assigned to this classification. The retail monument dealers ~~will~~ engrave the monuments with appropriate artwork, lettering, and dates by abrasive blasting according to their customer's specifications. The wholesale manufacturer ~~will~~ receives split and rough cut stone at a location away from the quarry or mine. The stone ~~will be~~ is cut to block size. Some blocks (paving blocks) are sold without further processing. The remaining blocks ~~will be~~ are polished and subsequently cut into monuments or gravestones prior to shipment to retail monument dealers.

Grindstone and millstone manufacturing, lithographic stone manufacturing, and marble or slate mantle manufacturing are also assigned to Code 1803.

Soapstone or steatite is defined as massive talc found in extensive beds and used for the production of various products. Code 1803 is also assigned to the turning and carving of alabaster to form vases and other decorative accessories and ornamental objects.

Certain Code 1803 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall~~ must apply to an ~~insured employer~~ only when no other classification more specifically describes the ~~insured's employer's~~ operations. The following is a representative list of classifications somewhat related in nature to Code 1803 operations that are not assigned to Code 1803:

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- 1624 Quarry NOC & Drivers
- 1710 Stone Crushing & Drivers
- 3365 Welding or Cutting NOC & Drivers

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 1803 or a classification other than one on the above list is applicable to the operations being reviewed for classification purposes.~~

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(APPLIES IN: VA)****2095****PHRASEOLOGY**

MEAT PRODUCTS MFG. NOC-

Codes 2095 and 2089—Packing House shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses. No butchering or handling of livestock.

CROSS-REF.

Sausage or Sausage Casing Mfg.—Codes 2095 and 2089—Packing House shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses. No butchering or handling of livestock; *Fish Curing*—applies to shore or dock work only.

SCOPE

Code 2095 is applicable to ~~insureds employers who~~ that prepare meat products but do not handle or slaughter livestock. The term “prepare” refers to processes that alter the state of the meat received by cooking and/or adding substances to the meat to create a meat product that differs from the meat as it was received in its original state. Processes include baking, boiling, broiling, smoking, pickling, breading₁ or soaking in brine.

An ~~operation employer~~ that either cuts meat received from others into smaller portions or presses meat into logs for slicing purposes has not created a different meat product for purposes of this classification.

The Code 2095 ~~operation will receive &~~ Dressed meat is received from others in halves, quarters₁ or individual fresh cuts. The meats are further cut and trimmed according to the products being processed. Meat cuts are washed, soaked in brine, smoked, pickled, corned, cooked, wrapped₁ and stored. Trimmings are chopped, ground, mixed, stuffed in casings, linked, smoked, boiled₁ and stored.

Products processed include sausages, smoked or preserved beef and pork cuts, frankfurters, bologna, head cheese₁ and meat loaf. Some prepared meats and sausages are packed in cans, bottles or jars, sealed and cooked in vats.

Code 8021—Meat Dealer—Wholesale is distinguished from Code 2095 operations by the fact that the Code 8021 operation does not alter the state of the meat by cooking the meat or by preparing the meat using a process such as pickling.

Code 2095 also ~~contemplates~~ includes the sale of fresh meat cuts when this operation is incidental to a business in which the principal operation is the preparation of meat products as enumerated above.

If a meat store under Code 8031 has separate employees engaged who exclusively in making make sausage, frankfurters or bologna, ~~such those operations shall~~ must be assigned to Code 2095.

Code 2095 also applies to ~~insureds employers engaged in the curing of that~~ cure fish either by smoking, pickling, evaporating or salting. It does not apply to ~~insureds employers who~~ that merely handle, fillet, ice or otherwise prepare fish for sale by a process that does not involve curing.

Certain Code 2095 operations are designated as “not otherwise classified” (NOC). These NOC operations shall apply to an insured employer only when no other classification more specifically describes the ~~insured's employer's~~ operations. The following is a representative list of classifications somewhat related in nature to Code 2095 operations that are not assigned to Code 2095:

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- 2081 Butchering
- 6504 Food Products Mfg. NOC
- 2089 Packing House—All Operations
- 4665 Rendering Works—NOC & Drivers
- 8021 Store:—Meat, Fish, or Poultry
Dealer—Wholesale

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 2095 or a classification other than one on the above list is applicable to the operations being reviewed for classification purposes.~~

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2104

State Special: applies in ~~AK, AL, MA, NY, VA, WI~~

PHRASEOLOGY

~~AK, AL, MA, NY, VA, WI—FISH CURING.~~

~~Applies to shore or dock work only.~~

~~NY—PICKLE MFG.~~

SCOPE

~~This classification applies to insureds engaged in the curing of fish either by smoking, pickling, evaporating or salting. It does not apply to insureds who merely handle, fillet, ice or otherwise prepare fish for sale by a process that does not involve curing.~~

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(APPLIES IN: VA)****2211****PHRASEOLOGY**

COTTON BATTING, WADDING OR WASTE MFG.

CROSS-REF.

Shoddy Mfg.; Wool Combing or Scouring—shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to 2211 are conducted as a separate and distinct business (N/A MA, RI, SC, VA).

State Special: California—Cotton Batting, Wadding or Waste Mfg.;

California—Felting Mfg.;

California—Wool Combing or Scouring;

Massachusetts—Sisal Garnetting;

Massachusetts—Wool Separating—applies to chemical separation of wool from cotton.

SCOPE

Raw materials in the form of cull cotton, raw cotton, waste cotton, and synthetic waste fibers such as polyester fibers are received from others. These materials are generally processed by shredding, willowing, picking, dusting, garnetting, and surface finishing. On occasion, fibers are treated with resins to produce a coherent mass. Products of such plants include wadding for candy packing, batting for upholstering of furniture, automobile tops, bed comforters, and crating pads.

Shoddy manufacturing is a reworking of rags or mill waste until these materials are reduced to their original fibers. Processes associated with the production of shoddy may include sorting, classifying, carbonizing (exposing rags to hydrochloric acid fumes), baking, dusting, washing, drying, batching, picking, garnetting, and baling.

Wool separating operations may include soaking rags in diluted sulphuric acid or carbonizing to remove cotton and other foreign matter. The rags are then dried and processed to remove dust, washed in alkali to neutralize the remaining acid, and then dried.

Wool combing or scouring entities receive raw wool from others. The wool is thrown into dusters, which remove most of the dirt and foreign matter prior to scouring. The wool may then pass directly to scouring tanks or may be picked, lumped, and carded. In the scouring process, the wool is fed by conveyor or by hand into a hopper, which automatically feeds the wool to the first stages of the wool washer. Generally, three or more washers are combined in a unit, the wool passing from one to the other by automatic conveyors. The washing solution usually consists of mixtures of soap, soda ash, and water in varying strengths. The last tank, which usually contains clear water, rinses the wool prior to drying. As the wool emerges from the mangles on the last tank, it passes through steam-heated dryers. In some cases, the wool is again picked and carded, but generally it is bagged or baled after being dried. Some scouring plants chemically treat the water tanks in which the wool has been washed to recover oil and suet, which may be dried and bagged or baled as fertilizer. Sisal (a stiff fiber used for cordage and rope) garnetting is additionally ~~contemplated by~~ included in Code 2211.

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State Addendum

Massachusetts

Refer to Code 2260 for those insureds engaged in wool combing or scouring operations.

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2260

State Special: applies in ~~MA, RI, SG, VA~~

PHRASEOLOGY

WOOL COMBING OR SCOURING-

Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to 2260 are conducted as a separate and distinct business-

SCOPE

Raw wool is received in bags or bales and after being opened by hand the wool is thrown into dusters which remove most of the dirt and foreign matter prior to the scouring operations. In some cases the wool passes directly to the scouring tanks. In others, it is picked, lumped and carded. In the scouring process the wool is fed by conveyor or by hand into a hopper which automatically feeds the wool to the first stage of the wool washer. Generally three or more washers are combined in a unit, the wool passing from one to the other by automatic conveyors. The washing solution generally consists of mixtures of soap, soda ash and water in varying strengths together with clear water in the last tank, which rinses the wool prior to drying. As the wool emerges from the mangles on the last tank it passes through steam heated dryers. In some cases the wool is again picked and carded, but generally it is bagged or baled after being dried. Some scouring plants chemically treat the wash water tanks to recover oils and suets which have been washed from the raw wool. Sometimes the solid matter is dried and bagged as fertilizer. Then again, some wool scouring plants drain their tanks directly to waste, scoured wool being their only product.

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2501

| | |
|--|--|
| Established: Date Unknown | Replaced By: Not Applicable |
| Discontinued: Not Applicable | Retained: Not Applicable |
| | NCCI Schedule and Group: Schedule 7, Group 070 |

PHRASEOLOGY

CLOTHING MANUFACTURING

Description:

Code 2501 is applied to ~~insureds engaged in the employers that~~ manufacture of a wide variety of clothing on a mass production or quantity basis. The operations involve cutting to size or pattern using hand or electric cutters, hand or machine sewing, finishing, labeling, pressing, inspecting, and packaging. The articles are produced from all types of cloth (bolts or piece goods), dressed furs, material for linings and interlinings, fasteners, belts, and trimmings manufactured by others. Fur clothing manufacturing and quilted cloth manufacturing fall within the scope of this classification.

The operations of ~~insureds engaged in the employers that~~ manufacture of silk or synthetic fabric parachutes, plastic film parachutes, and inflatable balloons have been assigned to this classification. Plastic film, adhesive or thermoplastic tape and metal parts are received from outside sources. Parachute manufacturing encompasses sewing the fabric envelopes and shroud lines to the envelopes including the harness risers and sewing the parachute pack. In producing plastic film balloons or parachutes, the seams are sealed by applying heat to the plastic film and thermoplastic tape.

The manufacture of automobile convertible tops and seat covers is assigned to Code 2501. In the event an ~~insured employer~~ manufactures tops and seat covers or engages in upholstering operations along with the manufacture of tops and/or seat covers, **Basic Manual** rules applicable to the assignment of more than one classification to a ~~risk an employer~~ will apply.

Related Operations Not Classified to Code 2501:

Certain Code 2501 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall apply to an insured employer only when no other classification more specifically describes the insured's employer's operations.~~

The following is a representative list of operations somewhat related in nature to Code 2501 operations that are not assigned to Code 2501:

- 2402—carpet or rug mfg.
- 2503—dressmaking or tailoring—custom exclusively

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2361—hosiery mfg.

2362—knit goods mfg. NOC

CROSS-REF.

CLOTH PRINTING:—SILK SCREEN PROCESS:—HAND PRINTING

Note: Includes drying.

Description:

Code 2501 applies to the silk screening of individual garments, caps, etc., done by hand. This code applies to operations done by hand or through the use of a machine of a multiport nature where a number of garments may be loaded onto the machine at the same time. This type of machine resembles an octopus or carousel and usually applies a different color at each of a number of ports around the machine to create a multicolor picture or pattern.

Related Operations Not Classified to Code 2501:

Code 2417 applies to the silk screening of rolls of cloth using machinery. This machinery is somewhat akin to commercial printing presses found in print shops. This code ~~should~~ must not be assigned to a ~~risk engaged in an employer that performs~~ operations described by another classification.

Code 2413 applies to the silk screening of rolls of cloth when an insured is in the business of processing an employer processes crude cloth into finished cloth and, as part of this process engages in machine silk screening of the cloth silk screens the cloth by machine. In the event an ~~insured engages in cloth processing employer processes cloth but silk screens individual garments by hand,~~ this hand silk screening operation is assigned to Code 2501, with the remainder of the cloth processing operation assigned to Code 2413.

CROSS-REF.

COLLAR MFG.

CROSS-REF.

CUSHION, PILLOW, OR QUILT MFG.

Note: No mattress or box spring mfg.

CROSS-REF.

DOLL CLOTHING OR CLOTH DOLLS OR CLOTH PARTS MFG.

Note: Includes dressing of dolls.

CROSS-REF.

DRAPERIES OR CURTAINS: MFG.—FROM CLOTH, PAPER, OR PLASTIC—CUTTING AND SEWING

CROSS-REF.

FEATHER PILLOW MFG.

Note: No mattress or box spring mfg.

CROSS-REF.

FUR CLOTHING MFG.

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Note: Preparation of skins to be separately rated.

CROSS-REF.

FURNISHING GOODS MFG. NOC

Note: Includes wearing apparel, draperies or household furnishings from textile fabrics.

Description:

Code 2501 is also applied to ~~insureds engaged in the~~ employers that manufacture of furnishing goods produced from received textile fabrics. This classification also includes the cutting and sewing of draperies or curtains made of paper or plastic, window shade manufacturing, and the manufacture of lamp shades made from parchment.

CROSS-REF.

HAT MFG.

Description:

Code 2501 is also applied to ~~insureds engaged in~~ three types of hat manufacturing, the manufacturers. The first being type of manufacturer produces men's straw hats made from braided straw stripping and Panama hat bodies received from others along with ribbons and sweatbands. The stripping is roughly sewn into crowns and brims and stitched together. The Panama hat bodies do not require sewing ~~as~~ because they are received in semi-blocked condition.

Finishing operations involve sizing, hand blocking, ironing and machine blocking in a hydraulic press. The hats are then fitted with ribbons and bands prior to packing for shipment. The second type of hat manufacturer produces men's felt hats from felt hat bodies received from others along with ribbons, sweatbands and linings. The bodies are processed by steaming, sizing, ironing, crown pouncing, curling and finally press blocking under hydraulic presses. Ribbons, sweatbands and linings are then attached, usually by hand. The third type of hat manufacturer turns out fur or wool felt bodies for millinery manufacturers or other hat finishers or finishes the hat using the same operations performed by the second type of hat manufacturer. Dressed fur (usually rabbit) is received. Different grades of fur are mixed by machine and blown through another machine similar to a picker for cleaning. A cone-forming machine produces an enlarged hat shape ~~which~~ that is rolled, shrunk, dyed, shellacked, stiffened, stretched, blocked and dried.

Code 2501 is assigned to ~~insureds engaged in the~~ employers that manufacture of women's hats made from felt bodies or straw bodies along with trimmings received from others. The operations are in the nature of a finishing process. Milliners will block the felt or straw bodies to obtain the desired size and style ~~and~~ to. Then the necessary trimming is sewn on the hats, usually by hand. This classification is also applied to ~~insureds engaged in turning~~ employers that turn out finished hats from textile fabrics of all types received from others in bolts or piece goods. The fabrics are cut to standard hat sizes, sewn, steamed on molds or blocked in hydraulic presses and trimmed with flowers, fur, feathers, braid, etc., to form the completed hats.

CROSS-REF.

HAT MFG.—OTHER THAN STRAW OR CLOTH NOC—INCLUDES BLOWING, STARTING OR FORMING OF FELT HAT SHAPES. HATTER'S FUR MFG. TO BE SEPARATELY RATED AS 2623

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CROSS-REF.

HAT MFG.—OTHER THAN STRAW OR CLOTH NOC—NO BLOWING, STARTING OR FORMING OF FELT HAT SHAPES. NO HATTER'S FUR MFG.

CROSS-REF.

HAT MFG.—STRAW

CROSS-REF.

LINGERIE MFG.

CROSS-REF.

MILLINERY MFG.

Note: Applies to ladies' trimmed hats.

CROSS-REF.

SHIRT MFG.

CROSS-REF.

SUSPENDER MFG.

Note: Buckle, webbing or leather parts mfg. to be separately rated.

CROSS-REF.

SIGN MANUFACTURING—SILK SCREEN PRINTING:—CLOTH

Note: Codes 2501, 3064 and 4299 ~~shall~~ must not be assigned to the same ~~risk~~ employer unless the operations described by these classifications are conducted as separate and distinct businesses. Sign installation, maintenance, repair, removal, or replacement away from shop to be separately rated as Code 9521 or Code 9554.

CROSS-REF.

TEXTILE:—MENDING

Note: Applies to invisible textile weaving of wearing apparel.

CROSS-REF.

TOY MFG.:—CLOTH STUFFED ANIMALS OR TOYS

Description:

Code 2501 includes the manufacture of cloth stuffed animals or toys. The repair of wearing apparel using invisible textile weaving methods is additionally ~~contemplated by~~ included in Code 2501.

CROSS-REF.

UMBRELLA MFG.

Note: Mfg. of frames, handles, or hardware to be separately rated.

Description:

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Code 2501 is assigned to employers that manufacture umbrellas. Frames, handles, or other hardware and silk or synthetic fabrics are received from others. The operations involve cutting, sewing, and assembling.

CROSS-REF.

WINDOW:—SHADE MFG.

Note: Roller manufacturing to be separately rated.

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2560

State Special: applies in ~~GT, NJ, VA~~

PHRASEOLOGY

UMBRELLA MFG.

Manufacturing of frames, handles or hardware to be separately rated.

SCOPE

Code 2560 is assigned to insureds engaged in the manufacture of umbrellas. Frames, handles or other hardware and silk or synthetic fabrics are received from others. The operations involve cutting, sewing and assembling.

The operations of insureds engaged in the manufacture of silk or synthetic fabric parachutes, plastic film parachutes and inflatable balloons have been assigned to this classification. Plastic film, adhesive or thermoplastic tape and metal parts are received from outside sources. Parachute manufacturing encompasses the sewing of the fabric envelopes and shroud lines to the envelopes including the harness risers and the sewing of the parachute pack. In producing plastic film balloons or parachutes, the seams are sealed by applying heat to the plastic film and thermoplastic tape.

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3117

State Special: applies in ~~AL, NJ, VA~~

PHRASEOLOGY

FILE MFG.

SCOPE

Code 3117 is applied to insureds engaged in the manufacture of files used as tools by tradespersons, mechanics and others to perform filing work. The files are usually formed from heavy gauge strip steel or steel bars which are cut to size and forged in drop hammers or rolls to produce the desired shape. The teeth of the file are then formed on file cutters and after grinding, trimming and inspecting, the files are hardened and packaged for shipment.

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3118

~~N/A—GA, MN~~**PHRASEOLOGY**

SAW MFG.

CROSS-REF.*File Mfg. (N/A AL, VA); Saw—Sharpening (N/A MA).***SCOPE**

Code 3118 is applicable to the manufacture and sharpening of all types of saws, both hand and power, but not the machine equipment incidental to or necessary to drive the saws. Specifically, the classification covers the manufacture of power circular saw blades, band saw blades, cylinder saw blades, drag saws and handsaws such as crosscut, ripsaws, buck saws, keyhole saws, compass saws, miter saws, meat saws, and hacksaws, etc. In addition to the actual manufacture of the tempered steel cutting blade of saws, the classification ~~also~~ includes the incidental manufacture of such appurtenances as head mountings for cylinder saws, bit shanks and mandrels for power-driven saws and wood handles and coping frames for many varieties of handsaws. Code 3118 does not ~~contemplate nor~~ include machine equipment such as saw tables or stands, pulleys, shafts, counters, eccentrics, feed rolls and other actuating mechanical equipment. This latter equipment is to be considered as machine equipment and, as such, it does not fall within the scope of this classification.

Code 3118 is also applied to ~~insureds employers engaged in the~~ that manufacture of files used as tools by tradespersons, mechanics and others to perform filing work. The files are usually formed from heavy-gauge strip steel or steel bars ~~which that~~ are cut to size and forged in drop hammers or rolls to produce the desired shape. The teeth of the file are then formed on file cutters. ~~and a~~ After grinding, trimming and inspecting, the files are hardened and packaged for shipment.

State Addendum**Massachusetts**

Refer to Code 3632 for saw sharpening operations conducted by service contractors.

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3257**PHRASEOLOGY**

WIRE GOODS MFG. NOG-

Wire drawing to be separately rated as Code 1924 or Code 3241.

CROSS-REF.

Chain Mfg.: Formed or Welded—applies to risks manufacturing chains from wire (~~N/A MA~~); *Fence Mfg.—Wire.*

~~**State Special: California**—Wire Goods Mfg.—NOG—wire drawing shall be separately classified;~~

~~**Massachusetts**—Chain Mfg.—Formed or Welded From Wire;~~

~~**Massachusetts**—Lamp Shade Frame Mfg.—Wire;~~

~~**Massachusetts**—Snow Fence Mfg.: Wire Twisting;~~

~~**Massachusetts**—Welding Rod Mfg.;~~

~~**Minnesota**—Cable Mfg.—Iron or Steel—no wire drawing. Manufacturing of insulated electrical cable to be separately rated as Code 4470—Cable Mfg.;~~

~~**Minnesota**—Wire Rope Mfg.—Iron or Steel;~~

~~**New York**—Wire Goods Mfg. NOG—wire drawing to be separately rated as Code 1924 or Code 3241. Mfg. of insulated electrical cable to be separately rated as Code 4470—Cable Mfg.;~~

~~**New York**—Wire Rope or Cable Mfg.—Iron or Steel—wire drawing to be separately rated as Code 1924 or Code 3241. Mfg. of insulated electrical cable to be separately rated as Code 4470—Cable Mfg.~~

SCOPE

Code 3257 is applied to ~~insureds~~ employers engaged in the manufacture of wire goods which are not otherwise classified in the *Basic Manual*. As indicated by Code 3257's phraseology, a division of payroll is permitted between wire goods manufacturing and wire drawing operations.

Operations classified to Code 3257 may use soldering and welding equipment, automatic weaving or spiral machines, and punch presses as well as traditional machine shop equipment. However, the processes ~~contemplated by~~ included in Code 3257 are substantially automatic and usually involve very few assembly operations. Various coating materials may be applied to the completed wire products.

Code 3257 ~~contemplates~~ includes the manufacture of products such as, but not limited to, wire springs, light gauge poultry fencing, heavier gauge cattle fencing, chain link fencing, wire conveyor belts, filter screens used in mills to process flour and grain, wire cages, trays, soap dishes and coat hangers.

The following operations are additionally assigned to Code 3257: Chain Mfg.—formed or welded from wire; Fence Mfg.—wire; Lamp Shade Frame Mfg.—wire; Welding Rod Mfg.

Certain Code 3257 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall~~ apply to an ~~insured~~ employer only when no other classification more specifically describes the ~~insured's~~ employer's operations. The following is a representative list of operations somewhat related in nature to Code 3257 operations that are not assigned to Code 3257.

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- 3300 BedSpring or Wire Mattress Mfg.
- 4470 Cable Mfg.—Insulated Electrical

- ~~3546~~ Loom Harness or Reed Mfg.
- ~~3515~~
- 3255 Wire Cloth Mfg.
- 3241 Wire Drawing—Iron or Steel
- ~~1924~~ Wire Drawing or Cable Mfg.—Not Iron or Steel
- 3240 Wire Rope or Cable Mfg.—Iron or Steel

In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 3257 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.

State Addendum

Massachusetts

As indicated by Code 3257's phraseology, wire drawing operations are to be separately rated. The assignment of separate classifications, Codes 1924 or 3241, to a single insured engaged in wire goods manufacturing operations is subject to Rule IV-D-4, as outlined in the MA Manual. Refer to Code 3515 for risks engaged in loom harness or reed mfg. Refer to Code 3241 for risks engaged in wire rope mfg.—iron or steel.

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3515
~~N/A—NJ~~

PHRASEOLOGY

TEXTILE MACHINERY MFG.

CROSS-REF.

Loom Harness or Reed Mfg. (N/A RI, SC, VA).

SCOPE

This classification ~~contemplates~~ includes the manufacture of textile machinery such as looms, knitting machines, braiding machines, spinning frames, fly frames, roving frames, winders, pickers, tenter machines, carding machines, drying machines, calendars and others.

The operations can be compared to a high-grade machine shop employing the use of lathes, milling machines, shapers, grinders, drill presses, etc. The operations also ~~contemplate~~ include extensive work in connection with assembly, finishing and inspection departments.

This classification is also applicable to the production of miscellaneous equipment used by the textile industry. In the manufacture of loom reeds, the operations are primarily of a metal working character because steel wire is processed by wire rolls, wire cutters and wire polishers. The processed wire is then set into frames on reed setting machines to complete the operation.

~~As to †~~ The loom harness, the process involves cotton yarn, which is twisted on cord twisters and made into heavy cord. The cord is then knitted into harness on harness knitting machines. Finally, the harness is placed on wood frames, shellacked by machine, dried and packed.

This classification is also applied to ~~risk~~ employers that manufacture or repair textile rollers used on spinning frames, speeders, slubbers and other textile carding and spinning machines. In addition, the classification has been assigned to the reeneedling of half laps and other similar combing equipment.

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3516

State Special: applies in **NC, RI, SC, VA**

PHRASEOLOGY

LOOM HARNESS OR REED MFG.

SCOPE

This classification is applicable to the production of miscellaneous equipment used by the textile industry. In the manufacture of loom reeds, the operations are primarily of a metal-working character because steel wire is processed by wire rolls, wire cutters and wire polishers. The processed wire is then set into frames on reed setting machines to complete the operation.

As to the loom harness, the process involves cotton yarn which is twisted on cord twisters and made into heavy cord. The cord is then knitted into harness on harness knitting machines. Finally, the harness is placed on wood frames shellacked by machine, dried and packed.

This classification is also applied to risks that manufacture or repair textile rollers used on spinning frames, speeders, slubbers and other textile carding and spinning machines. In addition, the classification is assigned to the reeedling of half laps and other similar combing equipment.

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7720

PHRASEOLOGY

POLICE OFFICERS & DRIVERS

CROSS-REF.

Detective or Patrol Agency & Drivers (N/A CT, ME, NC, VA); Security Enforcement or Protection—Contract & Drivers; National Guard and Other State Military Organizations—Officers and Members Thereof.

State Special: Alaska—Pilot Car Service Contractor & Drivers—applies only to risks engaged in furnishing employees to customers for pilot car service in connection with the transportation of oversize or overweight loads. Pilot car service in connection with construction operations to be separately rated as Code 5516—Street or Road Maintenance or Construction;

California—Police, Sheriffs, Constables, Marshals, Animal Control Officers, Game and Fish Wardens, and Jailers—Including Deputies—Not Volunteers;

Arizona—add the following footnote: Part-time or volunteer police officers and regular members of the Arizona highway patrol reserve to be separately rated as 8411—Voluntary Municipal Personnel;

Arkansas—Check Gashing Companies—Employees of Contracting Agencies in Bank Service: Guards, Patrols, Messengers, or Armored Car Crews & Drivers;

Arkansas—Emergency Medical Technicians, Paramedics, Ambulance or Rescue Workers & Drivers—applies to risks engaged in emergency medical treatment and transport; includes the nonemergency medical transportation of patients between medical facilities. All other noncertified, nonemergency transport to be separately rated as Code 7370—Taxicab Company—All Other Employees & Drivers;

Colorado, Georgia—add the following footnote: Additional premium of \$1.00 per day shall be collected for each employee when engaged as a strike breaker or as a strike guard. This premium shall always be collected in addition to the earned premium and/or the minimum premium as otherwise determined by this or other classifications on the policy;

Connecticut, Maine, North Carolina—add the following footnote: Applies to public, municipal, township, county or state employees. Private security guard services, detective or patrol agencies to be separately rated as Code 7723;

Massachusetts—Banks and Trust Companies: Employees of Contracting Agencies in Bank Service: Guards, Patrols, Messengers or Armored Car Crews & Drivers;

Massachusetts—Forest Rangers & Drivers;

Massachusetts—Highway Operations—Toll Roads—By County or Municipal Employees: Police Officers & Drivers;

Massachusetts—Municipal, Township, County or State Employee NOG—Major Governmental Occupations Assigned to Classifications Other Than Code 9410: Circuit Court—Officer & Drivers, Criminal Laboratory Technician & Drivers, Jails or Prisons—Miscellaneous Employees—Not Regular or Volunteer Policemen & Drivers, Police Department—Miscellaneous Employees—Not Regular or Volunteer Policemen & Drivers, Probation Officers & Drivers, Attendants—Juvenile Home & Drivers;

Massachusetts—Plant Protection—Special Employees Hired for Plant Protection During Strike Periods & Drivers;

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New Jersey—Bridge Operation & Drivers—applies to toll or free bridges or tunnels. Includes approaches or maintenance. Structural alterations or repairs or the painting of the bridge or tunnel structure to be separately rated. Ticket sellers or ticket or toll collectors having no other duties in connection with the operation or maintenance of the bridge or tunnel to be separately rated as Code 9410—Municipal, Township, County or State Employees NOG;

New Jersey—Policemen, Sheriffs' Officers or Correctional Institution—Guards—Paid—Public & Drivers;

New Jersey—Vehicular Tunnel Operation & Drivers—applies to toll or free bridges or tunnels. Includes approaches or maintenance. Structural alterations or repairs or the painting of the bridge or tunnel structure to be separately rated. Ticket sellers or ticket or toll collectors having no other duties in connection with the operation or maintenance of the bridge or tunnel to be separately rated as Code 9410—Municipal, Township, County or State Employees NOG;

New York—Sheriffs or Deputy Sheriffs & Drivers—payroll of sheriffs or deputy sheriffs, whether active or inactive, shall be included, subject to a minimum payroll of \$100 per annum per person. An additional premium of \$1.00 per day shall be collected for each employee engaged in strike duty either as a strike breaker or as a strike guard. This additional premium shall be collected in every event in addition to the earned premium and/or the minimum premium as otherwise determined by this or other classifications on the policy;

Oregon—Flagging Service Contractor & Drivers—applies only to risks engaged in furnishing employees for flagging service at customer's construction site for purposes of traffic control and safety;

Oregon—Pilot Car Service Contractor & Drivers—applies only to risks engaged in furnishing employees to customers for pilot car service in connection with the transportation of oversize or overweight loads;

Vermont—add the following footnote: When volunteer reserve police officers are employed, the actual payroll of all such officers shall be included with the payroll of regular police officers in computing the premium. In no case, however, shall the pay of any such police officer be taken at less than \$275 per annum;

SCOPE

Code 7720 principally applies to police department employees of municipalities, townships, counties, or states. This classification ~~would apply~~ applies to all employees of a police department except clerical office employees qualifying for the assignment of Code 8810 in accordance with **Basic Manual** Rule 1-B-2-a (~~Rule 1-B-2-a—Classifications—Standard Exception Classifications—Clerical—Office Employees, 1996 edition~~). Code 7720 ~~would apply~~ applies to any clerical employee of a police department who had any other duty in connection with the police department's function. This classification ~~would also apply~~ applies to volunteer or auxiliary police officers, correction department employees, highway patrols, probation officers, parking meter readers, national guard persons, penitentiary employees, sheriffs, and jail employees, etc.

Code 7720 also is assigned to private security services, protective ~~or patrol~~ corps, protective agencies, airport security screening employees, armored car service companies, guards, and messengers employed by a contracting agency ~~engaged in providing that provides~~ such services for banks, forest rangers, game and fish wardens, hunting and fishing guides, and ~~businesses engaged in providing that provide~~ watchguard services for others. This classification is assigned to inspectors for Departments of Motor Transportation and inspectors at permanent truck weighing stations. All employees of private security services ~~would be~~ are assigned to Code 7720 except those clerical office employees qualifying under the **Basic Manual** rule. Private security services may include crowd management at athletic events, conventions, and concerts. Employees of a private security agency whose assigned duties are those of a store detective or hotel detective ~~would~~

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be are assigned to Code 7720. There is no distinction made as to whether these employees are armed or unarmed, or whether or not they have the official authority or power to arrest.

~~It should be noted that in some states there is a separate classification applicable to p~~Private security guard services and private detective or patrol agencies are assigned to Code 7723.

Specialty contractors providing flagging services or pilot car services at construction sites for purposes of traffic control and safety are classified to Code 7720. When employees of the construction contractor perform these services, the appropriate construction classification applies.

Refer to Code 7228 for classification procedures for dispatchers.

State Addendum**Massachusetts**

~~Regular members of police departments employed by, or volunteer members associated with, municipalities, townships, counties or the Commonwealth of Massachusetts, are, with exception of private duty details, subject to M.G.L. Chapter 41, Section 111F, and therefore are not generally covered under the Massachusetts Workers' Compensation Act, Chapter 152. It is the carrier's responsibility to determine if the police officers are employees or excludable municipal employees for workers compensation purposes with respect to private duty details. If it is determined that the police officers are employees, the carrier should determine premium in accordance with Rule V—Premium Basis of the MA Manual. Code 7720 would apply to all employees of a police department except clerical office employees qualifying for the assignment of Code 8810 in accordance with MA Manual Rule IV 2 a—Classifications—Standard Exception Classifications—Clerical—Office Employees. Code 7720 would apply to any clerical employee of a police department who had any other duty in connection with the police department's function. All employees of private security services would be assigned to Code 7720 except those clerical office employees qualifying under the MA Manual rule. Refer to Code 7219 for classification procedures for dispatchers.~~

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7724

State Special: applies in **NV, VA**

PHRASEOLOGY

NV—NATIONAL GUARD—OFFICERS AND MEMBERS

VA—NATIONAL GUARD AND OTHER STATE MILITARY ORGANIZATIONS—OFFICERS AND MEMBERS
THEREOF

SCOPE

NV—Code 7724 is assigned to the Nevada National Guard, officers and members thereof while serving in an authorized capacity.

VA—Code 7724 is assigned to the Virginia National Guard, officers and members thereof while serving in an authorized capacity. The rate for this class is a negotiated rate since claim benefits payable under the state act coverage are reduced by the amount of federal benefits paid.

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1605

State Special: applies in ~~ID, NJ, OK, VA~~

PHRASEOLOGY

EXCAVATION—ROCK—& DRIVERS

Not tunneling or street or road construction.

SCOPE

Code 1605 is applied to specialist contractors engaged in the blasting or removal of mass rock of any type in connection with construction operations other than tunneling or street or road construction. The rock may be blasted by loading holes, previously drilled by separately classified contractors, with dynamite, water gels, caps, etc., and blasting or setting off of the explosives. Jackhammers or steel balls may be used to break up the rock sections which are then loaded into dump trucks for removal or storage.

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2794

State Special: applies in ~~MD, MO, NC, NJ, OK, VA, VT~~

PHRASEOLOGY

PIPE MFG.—WOODEN, TOBACCO

SCOPE

This classification covers operations that include the receipt of wood burls that are sawed, shaped on a lathe or hand tooled and then drilled and countersunk for the stem. After sanding, the bowl may be left natural or coated with lacquer, polished and packed.

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N/A—GA

PHRASEOLOGY

WOODENWARE MANUFACTURING NOC

CROSS-REF.

Brush or Broom Handle Mfg.—applies only to the sawing, molding or turning of backs or handles, with no assembling; *Cork Products Mfg. NOC* (N/A MA); *Pipe Mfg.—Wooden, Tobacco* (N/A MD, MN, MO, OK, VA, VT); *Shade Roller Mfg.—Wood*—includes manufacture of metal parts; *Shuttle Mfg.*; *Toy Mfg.*—Wood; *Window*—*Shade Roller Mfg.* (N/A MA); *Wood Turned Products Mfg. NOC.*

State Special: Massachusetts—Baseball Bat Mfg.;**Massachusetts**—Bobbin and Spool Mfg.—Wood;**Massachusetts**—Box Mfg.—Wood Frames for Traveling or Luggage Bags;**Massachusetts**—Coat Hanger Mfg.—Wood;**Massachusetts**—Cork Beard Mfg. and Cork Products Mfg.;**Massachusetts**—Cork Cutting Works;**Massachusetts**—Golf Club Heads or Shafts Mfg.—Wood;**Massachusetts**—Gunstock Mfg.;**Massachusetts**—Hat Block Mfg.—Wood;**Massachusetts**—Heel Mfg.—Wood—covering to be separately rated as Code 2660;**Massachusetts**—Hub and Spoke Mfg.—Wood;**Massachusetts**—Ladder Mfg.—Wood;**Massachusetts**—Peg and Skewer Mfg.—Wood;**Massachusetts**—Pipe Mfg.—Wooden, Tobacco;**Massachusetts**—Pulley Block Mfg.—Wood;**Massachusetts**—Ski Mfg.—Wood—other than wood—assign appropriate classification based upon principal manufacturing process;**Massachusetts**—Spool Mfg.—Wood;**Massachusetts**—Toothpick Mfg.;**Massachusetts**—Wheel or Gaster Mfg.—Wood;**New Jersey**—Shade Roller Mfg.—includes mfg. of metal parts;**New York**—Brush or Broom Handle Mfg.—applies only to the sawing, molding or turning of backs or handles, with no assembling.**SCOPE**

Code 2841 is applicable to the manufacture of a variety of wood products such as baseball bats, bobbins, bowls, brush or broom handles, coat hangers, cork products, crutches, handles, golf club heads or shafts,

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gunstocks, hat blocks, jewelry trays, matchsticks (wood portion only—see refer to Code 4279 for complete match manufacturing), pegs, potato mashers, pulley blocks, rolling pins, salad forks and spoons, shoe heels (manufacturing of coverings to be separately rated), shuttles, skis, spools, toothpicks, toys, wheels or casters, window shade rollers, and other similar products requiring only a minor amount of finishing and assembly work.

This classification also ~~contemplates~~ applies to wooden (tobacco) pipe manufacturing, which includes the receipt of wood burls that are sawed, shaped on a lathe or hand-tooled, and then drilled and countersunk for the stem. After sanding, the bowl may be left natural or coated with lacquer, polished, and packed.

Certain ~~insureds~~ employers engaged in that manufacture woodenware ~~manufacturing~~ may also engage in perform sawmill operations (See Refer to Code 2710 for a description of sawmill operations). ~~Since~~ Because sawmill operations are a general exclusion, they are classified separately unless included in the wording of a basic classification. Since Code 2841 does not include “sawmill” in its phraseology, Code 2710 is applicable to sawmill operations engaged in by that are performed as part of woodenware manufacturing operations.

Certain Code 2841 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall~~ apply to an insured employer only when no other classification more specifically describes the insured's employer's operations. The following is a representative list of operations somewhat related in nature to Code 2841 operations that are not assigned to Code 2841.

- 2735 Barrel Stock Mfg.
- 2835 Brush or Broom Assembly
- ~~Cabinet Works—With Power Machinery Furniture~~
- 2881 Manufacturing and Cabinet Shop—Assembly by Hand—Wood
- 2883 Furniture Mfg.—Wood Manufacturing and Cabinet Shop—Wood—NOC

- ~~4730 Match Mfg.~~
- ~~4279~~
- 2923 Musical Instrument Mfg.—Wood—NOC
- 2790 Pattern Making NOC ~~(Wood)~~
- 2942 Pencil Mfg. ~~(Wood)~~
- 2731 Planing or Molding Mill

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 2841 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.~~

State Addendum**Massachusetts**

~~Refer to Code 2741 for risks engaged in barrel stock manufacturing. Refer to Code 2802 for risks engaged in cabinet manufacturing with power machinery. Refer to Code 4279 for risks engaged in match manufacturing.~~

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AUTOMOBILE, BUS, TRUCK, OR TRAILER BODY MFG.—~~DIE-PRESSED STEEL.~~

~~Includes bus, truck or trailer body repair or service.~~ Codes 3822 and 3808—Automobile Mfg. Shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.

CROSS-REF.

~~State Special: Virginia—delete the following from the above phraseology: Includes bus, truck or trailer body repair or service.~~

SCOPE

Code 3822 is applied to ~~insureds employers engaged in the~~ that manufacture or ~~assembly of assemble~~ automobile, bus, truck, or trailer bodies made of die-pressed steel. Refer to Code 3824 for similar manufacturing or assembly operations that do not involve die-pressed steel.

The term “die-pressed” refers to stamped auto body parts such as doors, fenders, and hoods. These die-pressed parts are formed by forcing sheet metal into contact with a die that is the exact configuration of the part that is formed.

~~Insureds Employers contemplated by~~ assigned to Code 3822 may receive parts from others or fabricate the chassis and other parts required to produce the bodies. All parts are then assembled to produce the automobile, bus, truck, or trailer bodies.

The installation of interior trailer equipment by ~~insureds employers who~~ that manufacture trailer bodies is ~~contemplated by~~ included in Code 3822.

Code 3822 is assigned to the manufacture or repair of boat trailers and shipping containers (boxes used to haul containerized cargo by ship, rail, or air), provided that die-pressed steel is used.

~~Code 3822 is also assigned to insureds engaged in the repair or service of bus, truck or trailer bodies made of die-pressed steel. Repair or service as used in this sense refers to the replacement of nonmechanical parts or the forming, trimming and finishing of the parts to be replaced and the welding of the parts into position. Refer to Code 8393 for specialists engaged in automobile body repair or service.~~

Code 9505 is applied to employees who ~~engage in painting conducted~~ in conjunction with the repair or manufacture of automobile, bus, truck, or trailer bodies. The operations involve sanding, masking, spray painting, and baking. Division of payroll is permitted for these operations, provided that they meet the requirements of *Basic Manual* Rule 1-D-3.

~~Refer to Code 2842 for those risks engaged in the manufacture of nonmotorized construction, home-type, medical, and bank trailers.~~

Code 3822 is not assigned to ~~risks employers engaged that solely in perform~~ bus, truck, or trailer repair and/or service operations in the following states Virginia. These operations are assigned to Code 8393:—

8399 Alabama

8393 Missouri

8399 Connecticut

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~~8393~~ Indiana

~~8393~~ North Carolina

~~8393~~ Virginia

Standard **Basic Manual** rules pertaining to division of payroll apply to ~~risks in these states~~ employers that manufacture as well as repair bus, truck, or trailer bodies.

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(APPLIES IN: VA)****3824****PHRASEOLOGY**

AUTOMOBILE, BUS, TRUCK OR TRAILER BODY MFG.:—NOC-

Codes 3824 and 3808—Automobile Mfg. Shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.

SCOPE

Code 3824 is applied to ~~insureds employers engaged in the~~ that manufacture or ~~assembly of~~ assemble automobile, bus, truck, or trailer bodies that are not otherwise classified. Refer to Code 3822 for similar manufacturing or assembly operations that involve die-pressed steel.

The term “die-pressed” refers to stamped auto body parts such as doors, fenders, and hoods. These die-pressed parts will have been formed by forcing sheet metal into contact with a die that is the exact configuration of the part that is formed.

~~Insureds~~ Employers contemplated by assigned to Code 3824 may receive parts from others or fabricate the chassis and other parts required to produce the bodies. All parts are then assembled to produce the automobile, bus, truck, or trailer bodies.

The installation of interior trailer equipment by ~~insureds employers who~~ that manufacture trailer bodies is ~~contemplated by~~ included in Code 3824.

Code 3824 is also assigned to the manufacture or repair of boat trailers and shipping containers (boxes used to haul containerized cargo by ship, rail, or air), provided that die-pressed steel is not used.

Code 3824 is also assigned to ~~insureds employers engaged in the~~ that repair or service of bus, truck, or trailer bodies not made of die-pressed steel. Repair or service as used in this sense refers to the replacement of nonmechanical parts or the forming, trimming, and finishing of the parts to be replaced and the welding of the parts into position. Refer to Code 8393 for specialists ~~engaged in automobile body~~ that repair or service automobile bodies.

Code 9505 is applied to employees who ~~engage in painting conducted~~ paint in conjunction with the repair or manufacture of automobile, bus, truck, or trailer bodies. The operations involve sanding, masking, spray painting, and baking. Division of payroll is permitted for these operations, provided that they meet the requirements of **Basic Manual** Rule 1-D-3.

Refer to Code 2797 for ~~risks employers engaged in the~~ that manufacture of nonmotorized construction, home-type, medical, and bank trailers.

Code 3824 is not assigned to ~~risks employers engaged~~ that solely in perform bus, truck, or trailer repair or service operations in the following states: Virginia. These operations are assigned to Code 8393.

~~8399~~ Alabama

~~8393~~ Missouri

~~8399~~ Connecticut

~~8393~~ North Carolina

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~~8393~~ Indiana

~~8393~~ Virginia

Standard *Basic Manual* rules pertaining to division of payroll apply to ~~risks in these states~~ employers that manufacture as well as repair bus, truck, or trailer bodies.

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4582

State Special: applies in VA

PHRASEOLOGY

FERTILIZER DRY MIXING PLANTS-

No manufacturing or handling of acids. No bone or rock crushing. No preparation of tankage. Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 4582 are conducted as a separate and distinct business.

SCOPE

SCOPE Code 4582 is assigned to insureds engaged in the dry mixing of fertilizer to order for farm customers. The insured will receive and store nitrogen, phosphate, potash and trace elements. Upon order, the various dry plant nutrients are mixed and loaded into a bulk tank truck or trailer. These special vehicles are equipped with spreaders to distribute the fertilizer as they move through the field.

Code 0050 applies to the employees of an insured who operate these spreaders. Insureds who do not have employees who operate spreaders may allow farmers to use the spreaders to avoid expense and exposure to Code 0050.

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N/A—GA****PHRASEOLOGY****FERTILIZER MFG. & DRIVERS-**

Not rendering or garbage works. Includes manufacturing plants solely engaged in the wet or dry mixing of fertilizers is performed. Fertilizer dealer to be separately rated under Code 8215. Codes 4583 and 2089—Packing House shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.

GROSS-REF-

~~**State Special: Massachusetts**—Fertilizer Mfg. & Drivers—not rendering or garbage works. Includes dry mixing plants. Codes 4583 and 2089—Packing House shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses;~~

~~**New York**—Fertilizer Mfg. & Drivers—not rendering or garbage works. Includes dry mixing plants. Code 4583 and Code 2089—Packing House shall not be assigned to the same risk unless the operations described by these classifications are conducted as separate and distinct businesses.~~

~~**Virginia**—Fertilizer Mfg. NOG—delete “includes manufacturing plants solely engaged in the dry mixing of fertilizers” from Virginia’s footnote. Refer to Virginia state special Code 4582 for fertilizer dry mixing plants.~~

SCOPE

Code 4583 is applied to ~~insureds~~ employers engaged in the that manufacture of complete wet or dry fertilizers. These ~~insureds~~ employers, as part of their operation, may process phosphate pebble or rock received from others by washing, crushing, grinding, screening, and drying. This ground phosphate rock is treated with sulphuric, phosphoric or nitric acids to produce acid phosphate or super phosphate. The manufacture of treating acids by wet fertilizer manufacturers is considered incidental to the fertilizer manufacturing process and is classified to Code 4583.

~~Insureds~~ Employers engaged in the that manufacture of wet fertilizers will, according to formula, mix acid phosphate or super phosphate along with anhydrous ammonia, ammonia in water solutions, ammonium nitrate, urea, nitrogen solutions composed of water, ammonia, ammonium nitrate and urea, ammonium sulfate, ammonium phosphate, and potash. Various fillers such as, but not limited to, humus or peat are added. The completed liquid fertilizers are usually pumped into tank trucks for delivery to customers.

~~Insureds~~ Employers engaged in the that dry mixing of complete fertilizers also are ~~contemplated by~~ classified to Code 4583. The operations involve the mixing of super phosphate with ammonium nitrate, ammonium sulfate, ammonium phosphate, urea, potash, and dried fillers according to formula. Dry mixing, bagging, and delivery payroll usually constitutes a substantial proportion of the total exposure in Code 4583.

The manufacture of wet or dry fertilizer from seaweed is assigned by analogy to Code 4583.

~~Risks~~ Employers engaged in the that manufacture of potting soil and peat moss mixtures are assigned to Code 4583. Shipments of pine bark and wood chips are received and ground into sawdust. The sawdust is piled into mounds and allowed to decompose. The decomposed material is bagged and shipped to nurseries and garden supply stores. These “soil acids” can be compared to fertilizer in that they are used as soil

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conditioners. Additionally, the extensive bagging operations engaged in performed by these ~~risk~~ employers are analogous to operations performed by dry fertilizer manufacturers.

Refer to Code 8215 for fertilizer dealers engaged in ~~the~~ that perform incidental blending or spreading of fertilizers.

State Addendum

Massachusetts

Refer to Code 8215 for fertilizer dealers engaged in incidental blending of fertilizers. With respect to the spreading of fertilizers, refer to Code 0050—Farm Machinery for dealers or contractors engaged in any type of agricultural fertilizer or pesticide application, or ground spraying on existing right-of-ways, and Code 0046—Fertilizer or Pesticide Application for dealers or contractors engaged in the ground application of various types of liquid or granular fertilizers and pesticides on lawns located at commercial sites, golf courses, public or private parks and private dwellings.

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4771

~~N/A—GA, MA~~**PHRASEOLOGY**EXPLOSIVES OR AMMUNITION MFG.—~~NOC & DRIVERS.~~

Includes the following operations whether conducted by individual enterprises or as combined multiple enterprises: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge charging or loading; fireworks mfg.; high explosives mfg.; projectile, bomb, mine, or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base. Code 0771 shall be assigned in conjunction with this code to reflect the non-ratable catastrophe loading. Premium generated by Code 0771 is not subject to experience rating or retrospective rating.

GROSS-REF.

State Special: ~~Alabama, Arizona, Idaho, Indiana~~—delete the phrase “cartridge charging or loading” from the above phraseology;

California—Explosive Mfg.—this classification includes the manufacture of explosives such as, but not limited to, fuses, flares and detonators;

California—Rocket Propellant Mfg.—Solid Propellant—this classification applies to the compounding of ingredients and the loading of same into containers. This classification also includes rocket fueling at launch sites;

Colorado, Oklahoma, Tennessee—delete the phrase “fireworks mfg.” From the above phraseology;

New Jersey—Explosives or Ammunition Mfg.—NOG & Drivers—includes the following operations whether conducted as a single or multiple enterprise: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge charging or loading; fireworks mfg.; high explosives mfg.; projectile, bomb, mine or grenade loading; projectile or shell mfg.; shell case loading and smokeless powder mfg.—single base;

New York—Explosives or Ammunition Mfg.—NOG & Drivers—includes the following operations: bag loading—propellant charges; black powder mfg.; cap, primer, fuse, booster, or detonator assembly; cartridge mfg. Or assembly; fireworks mfg.; high explosives mfg.; projectile, bomb, mine, or grenade loading; shell case loading and smokeless powder mfg.—single base assembly. Cartridge charging or loading to be separately rated as Code 4767. Fireworks exhibitions to be separately rated as Code 9088. Code 0771 shall be assigned in conjunction with this code to reflect the non-ratable catastrophe loading. Premium generated by Code 0771 is not subject to experience or retrospective rating.

SCOPE

Code 4771 is applied to ~~insureds~~ employers engaged in the loading of that load bags with propellants such as black powder or smokeless powder. These bag propelling charges are used by other entities engaged in ~~loading that load~~ ammunition or in the loading of many types of shell cases. ~~Insureds~~ Employers engaged in ~~bag loading that load bags~~ usually receive gun powders and bags from others. Code 4771 does ~~contemplate~~ include bag manufacturing in conjunction with Code 4771 operations, provided that the bag manufacturing takes place within an area exposed to gun powder. A separate bag manufacturing classification may be assigned to these operations if the conditions of *Basic Manual* Rule 1-D-3 (~~Rule IV-D-4, 1996 edition~~) are met. The loading operations are usually performed in small rooms with thick concrete walls and light glass

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doors opening to the outside. A limited number of persons may work in a room at any one time with only a small amount of powder. When three are allowed, they may work as follows: one fills cups with the powder and weighs the charges; the second checks the weight and pours the charges into bags; and the third closes the bags on a sewing machine. The filled bags are passed through chutes onto trucks, which move them to a packing area and storage prior to shipping. By analogy, the loading of ignition boosters is also assigned to Code 4771. These boosters are components for certain propellant charges used in shell case loading. The component is in the form of a small paper tube, received from others, which is loaded with smokeless powder.

Code 4771 is applied to ~~insureds employers engaged in the~~ that manufacture of high explosives such as those enumerated in this classification's footnote. Broad terms such as "fulminates" and "picrates" are used to describe materials used in the manufacturing process. Nitrocellulose blended with nitroglycerin to produce rocket powders (double-base powders) is assigned to this classification. Ingredients such as toluene, nitrotoluene, nitrocellulose, phenol, glycerol, diethylene glycol dinitrate, calcium carbonate, wood pulp, paraffin and sawdust are received from others. ~~Insureds Employers engaged in the~~ that manufacture of high explosives usually manufacture their own nitric and sulphuric acids and other chemical additives. Also, the recovery of chemicals from spent acids or solutions which are drawn off at various stages of high explosive manufacturing operations is ~~contemplated within the scope of~~ included in Code 4771. High explosives, nearly all of which are products of nitration, employ nitric acid of a very strong concentration. Dinitrotoluol involves nitration of toluene with nitric and sulphuric acid. Picric acid involves nitration of phenolsulfonic acid obtained by heating phenol with concentrated sulphuric acid. The particular high explosives, after nitration, are separated by filtration, washed to remove any remaining acid, dried, ground, blended, screened and packed in sacks, kegs or fiber drums. Nitroglycerin is derived by dropping glycerol through cooled mixed acid and stirring, followed by repeated washing with water. The nitroglycerin is then poured into tin cans. Nitroglycerin is the principal explosive ingredient in dynamite. Diethylene glycol dinitrate, which is also an explosive, is often added as a freezing point depressant along with a dope such as wood pulp and an antacid such as calcium carbonate. The mixture is poured into paper shells after which the open end is rolled and crimped shut. The finished sticks are then immersed in hot paraffin, drained and packed into cases containing sawdust.

Code 4771 is applied to ~~insureds employers engaged in the~~ that manufacture of smokeless powder and includes the manufacture of pyro- or nitro-cotton. The inclusion of the manufacture of pyro- or nitro-cotton serves as a basis for distinguishing between commercial pyroxylin, which has a nitrogen content of less than 12.5%, and the more highly nitrated products which serve as the base of smokeless powders.

Code 4771 further ~~contemplates~~ includes the manufacture of nitric and sulphuric acid and other chemical additives, provided that the production of the particular chemical or acid goes into the making of smokeless powder. Diphenylamine, which is a stabilizer, is usually produced by smokeless powder manufacturers. Nitrocellulose, waste cotton and cotton wool, received from others, are treated with highly concentrated nitric acid followed by washing, digesting and boiling. Diphenylamine is added to the nitro-cotton along with the dehydrating alcohol before going to the preliminary blocking press. The block of nitro-cotton, as it comes from the press, is torn apart in a breaker. The fragments are then mixed, pressed again, extruded, cut and taken in covered containers to a solvent recovery area where the alcohol is driven off by heat and recovered. The powder is then blended and poured into kegs or cans.

Code 4771 is applied to ~~insureds employers engaged in loading~~ that load shell cases of 20mm and over with loose or bagged powder received from others. It is a common practice in shell case loading plants to load 20mm cannon shell cases on the same loading line used for loading 37mm shell cases since the loading of both types of cases is identical. Shell cases, loaded projectiles, loaded igniter boosters and loaded primers are received from others. The powder is weighed and filled or packed into the shell cases. In some instances,

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an igniter booster may be used for certain propellant charges. The assembly of the loaded shell cases with loaded projectiles and loaded primers is also ~~contemplated within the scope of~~ included in this classification.

Code 4771 also is applied to ~~insureds employers engaged in cartridge charging or loading of that charge cartridges or load~~ ammunition for small arms up to and including .50 caliber rounds for machine guns. Refer to Code 4766 for these operations in AL, AZ, ID and IN. The classification includes all operations involving the handling of explosives or mixing of fulminate. Cartridge components, brass-butted paper shells, charges such as smokeless powder and fulminate and loaded percussion caps are received from others. The charges are determined, weighed and mixed. The material is then filled or packed into cartridges and assembled with percussion caps.

The loading of shell-type boosters also is ~~contemplated within the scope of~~ included in this classification. The component is in the form of a brass-butted paper shell. Such shells are loaded with smokeless powder and assembled with percussion caps. These boosters are used for lobbing gas and explosive bombs for trench mortars.

Code 4771 is applied to ~~insureds employers engaged in the loading of that load~~ projectiles, bombs, mines or grenades. This operation involves the use of explosives such as amatol, TNT, double-base powders and other high explosives, which are received from others along with projectiles or shells, and loaded primers, fuses, boosters or detonators. The particular explosive is melted and poured into the projectiles and allowed to solidify. A hole is then bored into the solid charge to form a pocket for the loaded component, e.g., boosters, primers, fuses or detonators, whose function is to detonate the principal charge in the particular projectile, bomb, mine or grenade.

Code 4771 is applied to ~~insureds employers engaged in the assembly of that assemble~~ caps, primers, fuses, boosters or detonators including the mixing of charges or loading. All components are received from others along with initiating explosive charges such as lead azide, black powder, and tetryl, etc., which may be received in metal or paper containers, or the charges may be received in bulk and stored in specially constructed buildings or magazines. The operations involve the loading of the components, staking the detonators into the fuse assemblies, and attaching primers. In some cases, adapters and boosters are involved. If the charges are received in bulk, usually a day's supply is delivered from the magazine and placed in a vault to be distributed as required in the assembly room. The particular charge is mixed, weighed and, in some cases, may be compressed into pellets. The material is then filled or packed into the particular device being loaded. Sealing discs are inserted and the units are crimped and then packed for shipment.

Code 4771 also is applied to ~~insureds employers engaged in the that manufacture of fireworks. Refer to Code 4764 for fireworks manufacturing in CO, OK and TN.~~ No distinction is made as to the type of fireworks, as ~~is~~ This classification applies to the manufacture of ~~such~~ military pyrotechnics such as flares, star shells, rockets and signals and includes the mixing of pyrotechnic and incendiary powders. Barium nitrate, strontium nitrate, electrolytic copper dust, potassium perchlorate, powdered magnesium, black powder and linseed oil are received from others along with components such as metal and cardboard tubes, aluminum cylinders, main parachutes, small pilot parachutes, umbrellas of spun colored glass, sheet steel carrying shells, wax and glue. The operations involve mixing (where powdered magnesium is used, it must be coated with linseed oil prior to compound production), repeated screening, drying, blending and aging. The particular composition is then automatically weighed into pellet charges, which pass through continuous presses in which the charge is pressed into aluminum cups. The pyrotechnic pellet then passes to assembly operations to be combined with the particular device that forms the completed unit.

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The manufacture of slow-burning railroad fuses and highway flares does not fall within the scope of this classification. However, railroad torpedoes and magnesium flares for aerial photography work are assigned to Code 4771.

Code 4771 is applied to ~~insureds~~ employers engaged in the that manufacture of black powder and mixtures in which black powder is the principal ingredient. Sodium nitrate or saltpeter, sulphur and charcoal, received from others, are mixed, ground, screened and blended in varying proportions. The powder, either mealed, superfine grain, fine grain, large grain or mammoth is filled into kegs, special fiber containers or tin cans.

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6217•

| | |
|---|---|
| States Not Applicable: GA, TX <u>Not Applicable</u> | Replaced By: Not Applicable |
| Established: June 1935 | Retained: Not Applicable |
| Discontinued: Not Applicable | NCCI Schedule and Group: Schedule 26, Group 264 |

PHRASEOLOGY

EXCAVATION & DRIVERS

Note: Includes borrowing, filling or backfilling. Grading or excavation in connection with street or road construction, dam or lock construction, pile driving, shaft sinking, caisson or cofferdam work to be separately rated.

NAIGS Code(s):

~~(For reference only. Not to be used for classification of risks for workers compensation purposes.)~~

238910—Site Preparation Contractors

Description:

Code 6217 is applied to specialist contractors engaged in who perform general excavation including ditch digging, burrowing, filling or backfilling, provided that such operations are not otherwise classified in the manual. The operations involve the removal of earth, small boulders and rocks by power shovels, trench diggers or bulldozers and piling it at the job site for backfill. The material may also be removed by dump trucks for fill in some other area.

Code 6217 includes excavation in connection with building foundations, swimming pools, landscape gardening and waterproofing operations. It does not include excavation in connection with street or road construction, dam or lock construction, pile driving, shaft sinking, caisson or cofferdam work.

This classification also is applied to specialist contractors engaged in who perform grading land and landfilling, provided that these operations are not otherwise classified in the manual. The classification includes ditch digging, burrowing, filling or backfilling, and operations such as scraping, cutting, piling or pushing the earth to rearrange the terrain. These operations utilize equipment such as bulldozers, motor graders and carryalls. The classification includes grading involved in airport construction, grading of land preparatory to construction or planting, grading of parking lots, etc. It does not include grading in connection with street or road construction, dam or lock construction, pile driving, shaft sinking, and caisson or cofferdam work.

Building raising or moving operations should be assigned in the following manner, provided that payroll separation is maintained:

5403•—carpentry operations on commercial structures

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- 5645•—carpentry operations on residential structures
- 5213•—concrete operations on commercial sites
- 5221•—concrete operations on residential structures
- 5703•—drivers who transport the structure on trailers, dollies, bearings, etc.
- 6217•—excavation operations
- 5057•—iron or steel operations
- 5022•—masonry operations
- 6003•—pile driving operations that underpin, raise, or stabilize a foundation
- 7380—pilot car duties that do not remove or move obstacles
- 5703•—pilot car duties that remove or move obstacles

When no separation of payroll exists, the payroll for the entire operation must be assigned to Code 5703 or the highest rated classification applicable, whichever is greater.

Analogy Assignments:

Specialist contractors engaged in tree removal operations who remove trees using mechanical equipment are assigned by analogy to Code 6217 since this work essentially involves digging or excavation operations. Tree removal operations assigned to Code 6217 include the removal of one or a few trees on developed sites, not tree removal operations involving large numbers of trees in order to clear a right-of-way.

Special Conditions:

Extra-Territorial Classification Guidelines (Florida—refer to Florida *Basic Manual* Rule 2-L (Rule IX-L, 1996 Edition)—Extraterritorial Rating Procedure) (New Hampshire—refer to New Hampshire *Basic Manual* Miscellaneous Rules Extraterritorial Auditing Procedure):

The following material was developed by NCCI to be used as a guide by auditors and underwriters in the determination of premium for contracting (construction or erection ~~risks~~ employers) with extra-territorial employments where no company guidelines have been established for this purpose. Construction or erection classifications are indicated by the addition of a construction code symbol (•) next to the classification code number.

1. Payroll of employees of contractors who have their place of business in a given state and operate also in adjoining states and who are constantly crossing state lines, but usually return to their homes each night, should be assigned to their headquarters' state. Example: Contractors such as electricians, plumbers, carpet layers, etc.
2. The payroll for executive supervisors who may visit a job but who are not in direct charge of a job should be assigned to the state in which their headquarters are located.
3. There are contractors who maintain a permanent staff of employees and superintendents. If any of these employees or superintendents are assigned to a job that is located in a state other than their headquarters' state, either for the duration of the job or any portion thereof, their payroll should be assigned to the highest rated of either the state in which the job is located or the headquarters' state.
4. The payroll of employees who are hired for a specific job project should be assigned to the state in which the job is located.

When a portion of the operations of a ~~risk~~ an employer are insured in a monopolistic state fund, consideration must be given to the special rules and requirements that may exist in such cases.

Related Operations Not Classified to Code 6217:

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- Tree removal involving the clearing of right-of-ways is classified to Code 2702—Logging or Lumbering.
- Tree removal performed by a ~~risk an employer also engaged in~~ that also performs tree surgeon activities such as pruning or spraying is classified to Code 0106.

Certain Code 6217 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall apply to an insured employer only when no other classification more specifically describes the insured’s employer’s operations.~~ The following is a representative list of classifications somewhat related in nature to Code 6217 operations that are not assigned to Code 6217:

6018—~~d~~Dam or Lock ~~e~~Construction:— ~~e~~Earthmoving or Placing—All Operations & Drivers

6204—~~d~~Drilling NOC & Drivers

6045—~~l~~Levee ~~e~~Construction—All Operations to Completion & Drivers

1654—~~q~~Quarry—~~e~~Cement ~~r~~Rock—~~s~~Surface—& Drivers

1655—~~q~~Quarry—~~l~~limestone—Surface—& Drivers

1624—~~q~~Quarry NOC & Drivers

4000—~~s~~Sand or ~~g~~Gravel ~~d~~Digging & Drivers

5508—~~s~~Street or ~~r~~Road ~~e~~Construction:—~~r~~Rock ~~e~~Excavation & Drivers

5507—~~s~~Street or ~~r~~Road ~~e~~Construction:—~~s~~Subsurface ~~w~~Work & Drivers

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 6217 or a classification other than any on the above list is applicable to the operations being reviewed for classification purposes.~~

CROSS-REF.

AIRPORT CONSTRUCTION & DRIVERS:—GRADING

CROSS-REF.

BLASTING ROCK & DRIVERS

Description:

Code 6217 is applied to specialist contractors ~~engaged in the blasting or removal of~~ who blast or remove mass rock of any type. The rock may be blasted by loading previously drilled holes with dynamite, water gels, caps, etc., and blasting or setting off the explosives. When these holes are drilled by the blasting contractor, Code 6217 is assigned to the drilling. When these holes are drilled by a specialist drilling contractor, Code 6204—Drilling NOC & Drivers is assigned to the drilling operation. Jackhammers or steel balls may be used to break up the rock sections, which are then loaded into dump trucks for removal or storage.

Code 6217 is assigned to blasting operations when these operations are conducted by an ~~insured~~ employer assigned to Code 4777—Explosives Distributors & Drivers.

CROSS-REF.

CLEARING OF RIGHT-OF-WAY—ELECTRIC, POWER, TELEPHONE, BURGLAR, OR FIRE ALARM LINES:—BRUSH CLEARING OR REMOVAL—NEW OR EXISTING RIGHT-OF-WAY & DRIVERS

(N/A MA)

Note: Applies to the clearing or removal of brush using mechanical equipment.

Description:

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Clearing right-of-ways for electric or power lines, telephone or telegraph lines, or burglar or fire alarm lines may involve tree removal, tree pruning or tree stump removal. The following classification assignments apply to work involving trees for those ~~risks~~ employers contracting exclusively for clearing right-of-ways.

Code 2702—tree removal of standing timber using hand or power tools for the purpose of clearing right-of-ways on an undeveloped or developed site.

Code 6217—clearing or removal of brush using mechanical equipment such as bulldozers, hydroaxes, etc., or the purpose of clearing right-of-ways on an undeveloped or developed site.

Code 0106—tree pruning, spraying and repairing for the purpose of maintaining right-of-ways or clearing right-of-ways on a developed site. Incidental tree removal of one or a few trees on a developed site conducted in connection with tree pruning, spraying, and repairing operations is also assigned to Code 0106

Related Operations Not Classified to Code 6217:

- An ~~insured~~ employer that clears right-of-ways and also performs power line construction and service or repair operations is assigned to the proper power line construction or erection classification.
- Refer to Code 7538 or Code 7601 for these operations.

CROSS-REF.

EXCAVATION & DRIVERS NOC

CROSS-REF.

GRADING OF LAND NOC & DRIVERS

Note: Includes borrowing, filling or backfilling. Separately rate: mass rock excavation, grading or excavation in connection with street or road construction, pile driving, shaft sinking, caisson or cofferdam work.

CROSS-REF.

ROCK EXCAVATION & DRIVERS

~~(N/A HI, ID, MN, OK, VA)~~

Note: Not tunneling or street or road construction.

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EXHIBIT 8
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(APPLIES IN: VA)

8215◆

PHRASEOLOGY

FEED, FERTILIZER, HAY, OR GRAIN DEALER & LOCAL MANAGERS, DRIVERS—NO MFG.

Includes incidental blending. Application of fertilizer by use of farm machinery or equipment to be separately rated under Code 0050. Fertilizer mfg. to be separately rated under Code 4583 (N/A MA).

GROSS-REF.

~~State Special: California—Hay, Grain or Feed Dealers—NPD with Code 8232—Fuel and Material Dealers;~~

~~California—Warehouses—Grain or Bean—including bean cleaning and handling—NPD with Code 8232—Fuel and Material Dealers. This classification contemplates the storage and cleaning of beans or grains which are sacked. The storage of grain or beans in bulk, where no sacking or handling of sacked products is performed, shall be classified as Code 8304—Grain Elevators or Grain Storage Warehouses. Hand sorting departments physically separated from other operations shall be separately classified as Code 6504—Confections and Food Sundries Mfg. or Processing—NOG;~~

~~Massachusetts—Hay Grain or Feed Dealer & Local Managers, Drivers;~~

~~Montana, Oregon—Farm Supply Dealer: All Other Employees & Yard, Warehouse, Drivers;~~

~~Montana, Oregon—Feed, Hay or Grain Dealer: All Other Employees & Yard, Warehouse, Drivers (refer to Code 8058 for store employees for both farm supply dealers and feed, hay or grain dealers);~~

~~Montana—Hay, Grain or Feed Dealer & Local Managers, Drivers;~~

~~New York—Feed, Hay, Grain or Fertilizer Dealer & Local Managers, Drivers;~~

~~New York—Fertilizer, Hay, Grain or Feed Dealer & Local Manager, Drivers;~~

~~New York—Grain, Feed or Hay or Fertilizer Dealer & Local Managers, Drivers;~~

~~New York—Hay, Grain, Feed or Fertilizer Dealer & Local Managers, Drivers;~~

~~Virginia—add the following footnote: Fertilizer mfg. to be separately rated under Code 4582—Fertilizer Dry Mixing Plants or Code 4583—Fertilizer Mfg. NOG.~~

SCOPE

Code 8215 applies to ~~insureds~~ employers, usually located in rural areas, principally involved in storing and selling hay, grain, feed, sacked or bulk seeds, insecticides, or fertilizers. Because of the nature of the merchandising activities, it is normal for these ~~insureds~~ employers to deliver the product sold to the customers; therefore, the classification includes the reference to drivers. Such dealers frequently handle miscellaneous merchandise in accordance with the general requirements of the local trade. These would be items such as garden tools, hoses, spray equipment, and poultry and dairy equipment, etc. Such operations have consistently been considered incidental to such enterprises.

A fertilizer dealer that mixes various components of fertilizer (e.g., urea, potash) using a bulk blending unit or similar device is not considered a fertilizer manufacturer (Code 4583) as because this type of blending is ~~contemplated by~~ included in Code 8215.

In those instances where hay, grain or feed dealers sell and distribute anhydrous ammonia, such distribution is considered to be a separate undertaking or enterprise that is classified to Code 8350. ~~Refer to Scope 8350 for the basis of this procedure.~~

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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Note: Refer to Note listed under Code 8001 for underwriting guidelines that are applicable to stores and dealers.

State Addendum

Massachusetts

~~Code 8215 contemplates the incidental blending of fertilizers conducted by fertilizer dealers. With respect to the spreading of fertilizers, refer to Codes 0050—Farm Machinery for dealers or contractors engaged in any type of agricultural fertilizer or pesticide application, or ground spraying on existing right of ways, and 0046—Fertilizer or Pesticide Application for dealers or contractors engaged in the ground application of various types of liquid or granular fertilizers and pesticides on lawns located at commercial sites, golf courses, public or private parks and private dwellings.~~

~~**Note:** Refer to Note listed under Code 8001 for the approved interpretations applicable to stores and dealers.~~

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9023•

State Special: applies in VA

PHRASEOLOGY

~~BUILDINGS—RESIDENTIAL—OPERATION BY OWNER OR LESSEE.~~

~~Applicable where not more than one story is used for commercial purposes and where each separate building provides dwelling occupancy for not more than four tenants including a resident janitor, or where each separate building is serviced by only one janitor who does not live on the premises and provides dwelling occupancy for not more than twelve tenants. Window cleaning, maintenance or other repair work performed by permanent or temporary employees engaged primarily in such operations to be separately rated.~~

SCOPE

~~The scope of Code 9023 is contained in the footnote above.~~

~~Time-sharing dwellings are residential (vacation) properties shared by various individuals who usually will occupy the dwelling at different times during a year. For example, "time sharers" may agree that Group or Individual "A" will occupy the dwelling or a room or rooms in the dwelling for the month of June, Group or Individual "B" will occupy the dwelling for the month of July, etc. Individuals or groups who share in the dwelling facility may either own the entire property, a portion of the property or lease the entire or a portion of the property from others. Time-sharing operations are classified in the same manner as any other dwelling facility. If the property is best described as a hotel, then the appropriate hotel classification(s) are applied; if the property is best described as an apartment house, then the appropriate apartment house classification is applied.~~

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9080•

State Special: applies in VA

PHRASEOLOGY

DANCE HALL—ALL OPERATIONS

SCOPE

Code 9080 is applied to insureds engaged in the operation of dance halls. These dance halls provide facilities where the public, for a fee, can dance to recorded music or live band music. The classification contemplates all operations and includes door personnel, cashiers, hostesses, musicians, disc jockeys, managers and maintenance employees. It does not contemplate the preparation and serving of food or alcoholic beverages. Restaurants, bars or taverns which provide dancing facilities are to be separately classified in their entirety to the appropriate restaurant classification. Discotheques also are contemplated within the scope of Code 9080 provided the above restrictions are met.

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5057•

| | |
|--|---|
| Established: 1920 | Replaced By: Not Applicable |
| Discontinued: Not Applicable | Retained: Not Applicable |
| | NCCI Schedule and Group: Schedule 27, Group 270 |

PHRASEOLOGY

IRON OR STEEL: ERECTION NOC

NAICS Code(s):

(For reference only. Not to be used for classification of risks for workers compensation purposes.)

238990—All Other Specialty Trade Contractors

Description:

Code 5057 applies to insureds that perform iron or steel work not otherwise classified in the manual. The classification is confined principally to groundwork where no structural operations are involved. It applies to raising supporting beams and trusses on walls of masonry or concrete construction where such beams do not constitute a part of the steel structure.

It includes setting up iron or steel tanks that rest on the ground, similar to those found on tank farms operated by the petroleum industry. It also includes the erection of cylindrical tanks not resting on steel supporting framework—the type common to industrial plants and fuel and oil dealers. Code 5057 also applies to iron or steel work in connection with the installation of lock gates, blast furnaces, windmills, outside railings, and coal chutes and the placement of iron or steel fronts as alterations to existing buildings.

Welding operations, whether performed by principal or specialist contractors, are considered incidental to the main iron or steel work and should be classified on the same basis as such work.

Code 5057 is also assigned to iron or steel work in connection with building raising or moving operations. When no separation of payroll exists, the payroll for the entire building raising or moving operation must be assigned to Code 5703 or the highest rated classification applicable, whichever is greater.

Special Conditions:

Extra-Territorial Classification Guidelines:

The following material was developed by NCCI to be used as a guide by auditors and underwriters in the determination of premium for contracting (construction risks) with extra-territorial employments where no company guidelines have been established for this purpose. Construction classifications are indicated by the addition of a construction code symbol (•) next to the classification code number.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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1. Payroll of employees of contractors who have their place of business in a given state and operate also in adjoining states and who are constantly crossing state lines, but usually return to their homes each night, must be assigned to their headquarters' state. Example: Contractors such as electricians, plumbers, carpet layers, etc.
2. The payroll for construction project managers, executives, or superintendents who may visit a job but who are not in direct charge of a job must be assigned to the state in which their headquarters are located.
3. There are contractors who maintain a permanent staff of employees and superintendents. If any of these employees or superintendents are assigned to a job that is located in a state other than their headquarters' state, either for the duration of the job or any portion thereof, their payroll must be assigned to the highest rated of either the state in which the job is located or the headquarters' state.
4. The payroll of employees who are hired for a specific job project must be assigned to the state in which the job is located.

When a portion of the operations of a risk is insured in a monopolistic state fund, consider the special rules and requirements that may exist in such cases.

Related Operations Not Classified to Code 5057:

Certain Code 5057 operations are designated as "not otherwise classified" (NOC). These NOC operations apply to an insured only when no other classification more specifically describes the insured's operations. The following is a representative list of operations somewhat related in nature to Code 5057 operations that are not assigned to Code 5057.

6400—~~Fence Installation and Repair~~~~erection~~—~~m~~Metal, Vinyl, Wood, or Prefabricated Concrete Panel Fence Installed by Hand

5069—~~Iron or steel~~—~~e~~Erection—~~e~~Construction of ~~d~~Dwellings ~~n~~Not ~~o~~Over ~~t~~Two ~~s~~Stories in ~~h~~Height

5040—~~Iron or s~~Steel: ~~e~~Erection—~~f~~Frame ~~s~~Structures

5059—~~Iron or s~~Steel: ~~e~~Erection—~~f~~Frame ~~s~~Structures ~~n~~Not ~~o~~Over ~~t~~Two ~~s~~Stories in ~~h~~Height

5535—~~s~~Sheet ~~m~~Metal ~~w~~Work—~~i~~Installation & ~~d~~Drivers

~~In addition to this representative list, review sources such as the alphabetical index in this manual to determine whether a classification other than Code 5057 or a classification other than a classification on the above list applies to the operations being reviewed for classification purposes.~~

CROSS-REF

CONSTRUCTION—ELEVATOR OR HOD HOIST INSTALLATION, REPAIR OR REMOVAL & DRIVERS

Note: The following operations will be classified as:

5213—concrete or concrete encased buildings or structures

5057—iron or steel buildings or structures

5022—masonry buildings or structures

6003—piers or wharfs

5403—wooden buildings or structures including those designed for dwelling occupancy

CROSS-REF

DERRICK OR OIL RIG OR DERRICK ERECTING OR DISMANTLING—ALL OPERATIONS—METAL

Note: ~~The foregoing two classes include~~ Includes the construction of foundations or structures and the installation of equipment.

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(APPLIES IN: VA)****Description:**

Code 5057 also applies to specialist contractors who set up iron or steel components in connection with oil rigs or derricks at their customers' drilling sites. It also applies to specialist contractors who handle equipment such as cranes or conveyors including double rail or monorail traveling cranes at their customers' industrial plants. The operations include incidental fabrication required to make the systems fit properly; bolting, welding or riveting; and hoisting into position. The classification does not include the installation and service of the operating mechanisms such as belts, chains, sprockets, gears, or motors.

CROSS-REF.

SCAFFOLDING—SCAFFOLD INSTALLATION, REPAIR OR REMOVAL—BUILT UP FROM THE GROUND—NOT SUSPENDED OR SWINGING TYPE

Description:

The following describes scaffolding operations and their proper classification assignments:

9534—Scaffolding—~~s~~Suspended or ~~s~~Swinging ~~s~~Scaffold ~~i~~nstallation, ~~r~~Repair or ~~r~~Removal & Drivers

9534—Scaffolding—~~e~~Outrigger ~~s~~Scaffold ~~i~~nstallation, ~~r~~Repair or ~~r~~Removal & Drivers

5057—Scaffolding—~~s~~Scaffold ~~i~~nstallation, ~~r~~Repair or ~~r~~Removal—~~b~~Built up ~~f~~From the ~~g~~Ground—~~n~~Not ~~s~~Suspended or ~~s~~Swinging ~~t~~Type

5057—Scaffolding—~~e~~Concrete or ~~e~~Cement ~~d~~Distributing ~~t~~Towers—~~i~~nstallation, ~~r~~Repair or ~~r~~Removal

5403—Scaffolding—~~s~~Sidewalk ~~b~~Bridges not ~~e~~Over one ~~s~~Story in ~~h~~Height

7228—Scaffolding—~~d~~Delivery of ~~m~~Materials ~~e~~Only—Local Hauling Only—~~n~~No ~~i~~nstallation, ~~r~~Repair or ~~r~~Removal—All Employees & Drivers

7229—Scaffolding—~~d~~Delivery of ~~m~~Materials ~~e~~Only—Long Distance Hauling—~~n~~No ~~i~~nstallation, ~~r~~Repair or ~~r~~Removal—All Employees & Drivers

CROSS-REF.

SCAFFOLDING—CONCRETE OR CEMENT DISTRIBUTING TOWERS INSTALLATION, REPAIR OR REMOVAL

CROSS-REF.

VAULT CONSTRUCTION OR INSTALLATION

Note: Applies to fire or burglarproof vaults.

Description:

Code 5057 applies to specialist contractors who construct or install fire- or burglarproof vaults. Flat steel plates and angles—properly drilled and ready for assembly—and steel doors are received from others. Usually the reinforced concrete shell is constructed by others and separately classified. However, if these specialist contractors undertake the vault work from beginning to end (i.e., constructing the shell; lifting the wall and ceiling plates into place; securing by bolting, welding or riveting; mounting the doors; and installing the safe deposit boxes), the entire operations would fall within the scope of this classification.

CROSS-REF.

WRECKING—BUILDING OR STRUCTURES—NOT MARINE—ALL OPERATIONS—IRON OR STEEL BUILDINGS OR STRUCTURES

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Note: Includes salespersons and clerical at wrecking site.

Description:

Code 5057 applies to the wrecking of iron or steel buildings or structures.

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5069•

~~N/A—GA, GO, MN, OR~~

PHRASEOLOGY

IRON OR STEEL:—ERECTION—CONSTRUCTION OF DWELLINGS NOT OVER TWO STORIES IN HEIGHT

CROSS-REF.

Military Reservation Construction: —Iron or Steel Erection—Not Over Two Stories in Height

Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to the appropriate classifications.

1. The following classifications are applicable only to the construction or repair of buildings designed for the housing, welfare and keep of personnel: Carpentry—5654; Concrete Construction—Not Monolithic Concrete Construction—5215; Iron or Steel Erection—Not Over Two Stories in Height—5069.
2. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations shall be assigned to appropriate manual classifications.

~~State Special: Massachusetts~~—Quonset Type Buildings—Erection: Dwellings: Frame Work—Iron or Steel Erection—Frame Structures;

~~Massachusetts~~—Quonset Type Buildings—Erection: Federal War Housing or Military Reservation Projects: Frame Work—Iron or Steel Erection—Frame Structures;

~~New Jersey~~—Iron or Steel Erection—Construction of Dwellings Not Over Two Stories in Height—NPD with any iron or steel erection classification. May be used only upon specific approval of the rating bureau;

~~New York~~—Iron or Steel Erection—Construction of Dwellings Not Over Two Stories in Height.

SCOPE

Code 5069 is applied to ~~insureds~~ employers engaged in the erection or construction of iron or steel dwellings including assembling or fabricating at the job site. It contemplates any iron or steel work on one- or two-family residences or other buildings used for dwelling purposes, including Quonset huts, not exceeding two stories in height. The operations involve the raising of the structural members and securing by bolting, welding or riveting. Specialist contractors engaged in the erection of concrete structural beams or girders that have been cast by others also fall within the scope of this classification as well as specialist contractors engaged in the connecting of bar joists to the steel framework. Sheet metal siding erection or interior light-gauge steel frame erection are properly subject to divisions of payroll as are other contracting operations where the rules of the manual relating to payroll division will permit.

Code 5069 also is applied to ~~insureds~~ employers engaged in the erection of iron or steel in connection with military reservation construction not over two stories in height. This would include barracks, hospitals, mess halls, canteens or post exchanges, administration buildings, officers' quarters and recreation centers. It is also applicable to the construction or repair of waterworks, powerhouses, warehouses used for storage of commissary goods, equipment, tanks, guns, etc., aircraft hangars, ammunition storehouses, repair shops, radio stations and similar erection or repair work when this work is included under the same contract for construction, provided the major erection or repair cost or the majority of payroll is expended in connection with buildings designed for the housing, welfare and keep of personnel. If the major erection or repair cost or

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the majority of payroll is expended in connection with buildings other than those designed for the housing, welfare and keep of personnel, the appropriate ~~manual~~ classifications ~~shall~~ must be assigned to the erection or repair of such buildings.

Welding operations, whether performed by principal or by specialist contractors in connection with iron or steel erection, are considered incidental to Code 5069.

~~Please r~~ Refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to ~~insureds that may be applicable to insureds~~ employers that have operations outside their headquarters' state.

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5215•**~~N/A—GA, NY~~****PHRASEOLOGY**

CONCRETE WORK—INCIDENTAL TO THE CONSTRUCTION OF PRIVATE RESIDENCE—

Applies only to buildings designed primarily for dwelling occupancy by one or two families and includes garages in connection therewith. No monolithic concrete building construction.

CROSS-REF.

Military Reservation Construction—Concrete Construction—Not Monolithic Concrete Building Construction

Applies only to the construction or repair of buildings designed for the housing, welfare, and keep of personnel. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations must be assigned to the appropriate classifications.

1. The following classifications are applicable only to the construction or repair of buildings designed for the housing, welfare and keep of personnel: Carpentry—5651; Concrete Construction—Not Monolithic Concrete Building Construction—5215; Iron or Steel Erection—Not Over Two Stories in Height—5069.
2. All other operations in the construction or repair of such buildings and all other construction or repair in connection with military reservations shall be assigned to appropriate manual classifications.

State Special: Massachusetts—Concrete Private Residences Construction—Non-Monolithic.

SCOPE

Concrete Work—Construction of Residence: Code 5215 is applicable to incidental concrete work (not monolithic concrete) in conjunction with the construction of one- or two-family private residences or dwellings not exceeding three stories in height, such as the pouring of concrete footings, foundation walls, cellar floors, basements, sidewalks, and driveways.

A specialist or subcontractor engaged exclusively in private residence concrete work of a ground-supported nature such as paving of floors, walks, and driveways is classified to Code 5221.

Code 5215 also includes the setting up and taking down of forms, whether performed by the principal or subcontractor. Unlike the situation described above, a specialist or subcontractor engaged in concrete form work related to Code 5215 construction activities is assigned to Code 5215. Concrete private residences of tilt-up-wall construction are properly included under Code 5215.

Military Reservation Construction—Concrete Construction: Code 5215 is applicable to concrete construction or concrete repair (not monolithic concrete) of structures for the housing, welfare, and keep of personnel. Structures of this nature include barracks, hospitals, mess halls, canteens or post exchanges, administration buildings, officers' quarters, and recreation centers.

When the major construction or repair cost or the majority of payroll for an insured employer is expended in connection with buildings designed for the housing, welfare and keep of personnel, Code 5215 is also applicable to the same insured's employer's non-monolithic concrete construction or repair activities on military reservation structures such as waterworks, powerhouses, aircraft hangars, ammunition storehouses, repair shops, radio stations, and warehouses used for the storage of commissary goods, equipment, tanks, and guns.

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If the major construction or repair cost or the majority of payroll is expended in connection with buildings other than those designed for the housing, welfare, and keep of personnel, appropriate ~~manual~~ classifications ~~shall~~ must be assigned to the construction or repair of such buildings.

All other operations in the construction or repair of structures on military reservations ~~shall~~ must be assigned to appropriate ~~manual~~ classifications. Examples of "all other operations" include, but are not limited to, plumbing, electrical, air conditioning, and stucco work.

The phrase "monolithic concrete," as used in this scope, refers to concrete that is poured in one piece except for separation or joints as may be needed for expansion purposes. Refer to Code 5213 for the proper assignment of monolithic concrete construction activities.

Concrete pumping operations, whether performed by a general contractor, specialist contractor, or concrete ready-mix dealer, are assigned to the appropriate concrete construction class that is applicable to the location at which the concrete is being pumped. ~~(In Oregon, assign Code 9534.)~~

~~Please~~ Refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to ~~insureds~~ employers that have operations outside their headquarters' state.

State Addendum

Massachusetts

~~Specialty concrete pumping operations conducted by specialty contractors are assigned by analogy to Class Code 9534—Mobile Crane and Hoisting Service Contractors—NOC—Including Yard Employees & Drivers. In accordance with Rule IV-F-2—Business Not Described by Any Classification, as detailed in the MA Manual, the appropriate classification phraseology should read as follows: Concrete: Pumping—Specialty Contractor Only—Including Yard Employees & Drivers. It is important to note that any and all concrete pumping operations conducted by concrete construction crews remain properly assigned to the appropriate concrete construction classification(s) applicable to which the concrete is being pumped, not Code 9534.~~

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5403•

| | |
|--|---|
| Established: July 1929 | Replaced By: Not Applicable |
| Discontinued: Not Applicable | Retained: Not Applicable |
| | NCCI Schedule and Group: Schedule 27, Group 274 |

PHRASEOLOGY

CARPENTRY—NOC

NAICS Code(s):

(For reference only. Not to be used for classification of risks for workers compensation purposes.)

236220—Commercial and Institutional Building Construction

235510—Carpentry Contractors

Description:

Code 5403 covers general carpentry work not otherwise classified in the *Basic Manual*. Operations assigned to Code 5403 include, but are not limited to, the construction of wooden bridges and decks; the setup of wood silos, tanks, gazebos, pergolas, and trellises; the setup of wood or plastic playground equipment; and carpentry repair work involving termite control.

Code 5403 is also assigned to carpentry operations on commercial structures in connection with building raising or moving operations. When no separation of payroll exists, the payroll for the entire building raising or moving operation must be assigned to Code 5703 or the highest rated classification applicable, whichever is greater.

Special Conditions:

Extra-Territorial Classification Guidelines:

The following material was developed by NCCI to be used as a guide by auditors and underwriters in the determination of premium for contracting (construction risks) with extra-territorial employments where no company guidelines have been established for this purpose. Construction classifications are indicated by the addition of a construction code symbol (•) next to the classification code number.

1. Payroll of employees of contractors who have their place of business in a given state and operate also in adjoining states and who are constantly crossing state lines, but usually return to their homes each night, must be assigned to their headquarters' state. Example: Contractors such as electricians, plumbers, carpet layers, etc.
2. The payroll for construction project managers, executives, or superintendents who may visit a job but who are not in direct charge of a job must be assigned to the state in which their headquarters are located.

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3. There are contractors who maintain a permanent staff of employees and superintendents. If any of these employees or superintendents are assigned to a job that is located in a state other than their headquarters' state, either for the duration of the job or any portion thereof, their payroll must be assigned to the highest rated of either the state in which the job is located or the headquarters' state.
4. The payroll of employees who are hired for a specific job project must be assigned to the state in which the job is located.

When a portion of the operations of a risk is insured in a monopolistic state fund, consider the special rules and requirements that may exist in such cases.

Related Operations Not Classified to Code 5403:

- Refer to Code 2802 for carpentry shop operations.
- Refer to Code 5645 and Code 5651 for residential dwellings (not exceeding three stories in height).
- Refer to Code 5437 for interior trim carpentry operations.
- Carpentry work that involves making or setting up or taking down forms in connection with concrete construction is assigned to the proper concrete construction code. This rule is applicable even when the forming contractor is a specialist not directly involved with actual concrete mixing or pouring.
- Refer to Code 8742 for extra-territorial classification guidelines for noncontracting risks.
- Refer to Code 6400 for the installation of wooden and metal clothes poles and mailbox posts.

Certain Code 5403 operations are designated as "not otherwise classified" (NOC). These NOC operations apply to an ~~insured employer~~ only when no other classification more specifically describes the ~~insured's employers~~ operations. The following is a representative list of operations somewhat related in nature to Code 5403 operations that are not assigned to Code 5403:

- ~~2881—fFurniture mManufacturing and eCabinet sShop—aAssembly by hHand—wWood~~
- ~~5645—eCarpentry—eConstruction of detached one- or two-family Residential dDwellings not Exceeding Three Stories in Height~~
- ~~5651—eCarpentry—eConstruction of dDwellings—tThree sStories or lLess~~
- ~~5437—eCarpentry—iInstallation of eCabinet work or iInterior tTrim~~
- ~~2883—fFurniture mfg. Manufacturing and Cabinet Shop—wWood—NOC~~

~~In addition to this representative list, review sources such as the alphabetical index in this manual to determine whether a classification other than Code 5403 or a classification other than a classification on the above list applies to the operations being reviewed for classification purposes.~~

CROSS-REF

CARPENTRY—CONSTRUCTION OF RESIDENTIAL DWELLINGS EXCEEDING THREE STORIES IN HEIGHT OR COMMERCIAL BUILDINGS AND STRUCTURES

Note: Applies to the construction of multi-unit residential buildings exceeding three stories in height and to the construction of commercial buildings or structures, including mixed-use buildings, with no height restriction. Includes all carpentry work when performed by employees of the same carpentry contractor or general contractor responsible for the entire dwelling construction project. The construction of residential dwellings not exceeding three stories in height to be separately rated as Code 5645 or Code 5651.

Description:

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When all of the carpentry work in connection with the construction of residential buildings exceeding three stories in height or commercial buildings and structures is performed by employees of the same carpentry contractor or general contractor responsible for the entire construction project, the work is assigned to Code 5403. This includes the construction of the sill, rough framework, rough floor, wood or light-gauge steel studs, wood or light-gauge steel joists, rafters, roof deck, all types of roofing materials, sidewall sheathing, siding, doors, wallboard installation, lathing, windows, stairs, finished flooring, cabinet installation, fencing, decking, detached structures, and all interior wood trim. Light-gauge steel framing is generally a thickness of 12 to 25 gauge.

The construction of mixed-use buildings is also assigned to Code 5403. These are defined as a combination of residential, commercial, industrial, or office use. Code 5403 is also assigned to the construction of multi-unit residential buildings exceeding three stories in height, such as apartments, condominiums, and town homes. Carpentry repair and/or remodeling of commercial buildings and structures and dwellings that exceed three stories in height are also assigned to Code 5403. To qualify for Code 5403, carpentry repair or remodeling operations of an interior or exterior nature must take place along with some framing or structural carpentry renovation of the premises that would ordinarily be assigned to Code 5403. When these conditions occur, the insured employer is performing operations that are analogous to the construction of dwellings and/or commercial structures, and Code 5403 is assigned to all carpentry operations in connection with the repair or renovation project. Merely performing singular operations such as repairing or replacing cabinets or installing wallboard does not constitute work to be classified to Code 5403. These singular repair operations are assigned to the appropriate classifications representing their specific trades. However, when activities of this nature take place in connection with operations that involve some framing or structural renovation of the dwelling, Code 5403 must be assigned to these specialty operations.

CROSS-REF.

CONSTRUCTION—ELEVATOR OR HOD HOIST INSTALLATION, REPAIR OR REMOVAL & DRIVERS

Note: The following operations will be classified as:

- 5213—concrete or concrete encased buildings or structures
- 5057—iron or steel buildings or structures
- 5022—masonry buildings or structures
- 6003—piers or wharfs
- 5403—wooden buildings or structures including those designed for dwelling occupancy

CROSS-REF.

OIL RIG OR DERRICK ERECTING OR DISMANTLING—ALL OPERATIONS—WOOD—5403

Note: Includes the construction of foundations or structures and the installation of equipment.

CROSS-REF.

SCAFFOLDING—SIDEWALK BRIDGES NOT OVER ONE STORY IN HEIGHT

Description:

The following describes scaffolding operations and their proper classification assignments:

- 5057—eConcrete or eCement—dDistributing tTowers—iInstallation, rRepair or rRemoval & Drivers

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7228—Scaffolding—dDelivery of mMaterials eOnly—lLocal hHauling eOnly—nNo iInstallation, rRepair or rRemoval—All Employees & Drivers

7229—Scaffolding—dDelivery of mMaterials eOnly—lLong dDistance hHauling—nNo iInstallation, rRepair or rRemoval—All Employees & Drivers

9534—Scaffolding—eOutrigger sScaffold iInstallation, rRepair or rRemoval—& Drivers

5057—Scaffolding—sScaffold iInstallation, rRepair or rRemoval—bBuilt up fFrom the gGround—nNot sSuspended or swinging tType

5403—Scaffolding—sSidewalk bBridges not eOver one sStory in hHeight

9534—Scaffolding—sSuspended or sSwinging sScaffold iInstallation, rRepair or rRemoval & Drivers

CROSS-REF.

SIDING INSTALLATION—ALL TYPES—ALL OTHER BUILDINGS OR STRUCTURES—INCLUDING RESIDENTIAL DWELLINGS EXCEEDING THREE STORIES IN HEIGHT

Note: Applies to specialist contractors installing all types of siding. Refer to Code 5645 or Code 5651 for the installation of siding on residential dwellings not exceeding three stories in height. Sheet metal siding installed on the exterior of a steel frame structure is assigned to Code 5535.

Description:

Code 5403 is assigned to all types of siding (aluminum, cedar shingles, engineered or composite wood, seamless steel, vinyl, wood) installation provided that these operations are performed on residential dwellings exceeding three stories in height or commercial buildings and structures. Refer to Code 5645 or Code 5651 for siding installation performed on residential dwellings not exceeding three stories in height.

Description:

- ~~Refer to Code 5645 or Code 5651 for siding installation performed on residential dwellings not exceeding three stories in height.~~

CROSS-REF.

WRECKING—BUILDING OR STRUCTURES—NOT MARINE—ALL OPERATIONS—WOODEN BUILDINGS OR STRUCTURES INCLUDING THOSE DESIGNED FOR DWELLING OCCUPANCY

Note: Includes salespersons and clerical at wrecking site. Where wrecking or demolition involves building or structures of more than one type of construction, the highest rated classification applies.

Description:

Code 5403 further applies to the wrecking of wooden buildings or structures.

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7309F**PHRASEOLOGY**

STEVEDORING:—NOC—

When policies are issued covering both Classification Codes 7317F and 7309F, no division of payroll shall be permitted in connection with the loading or unloading of any one vessel.

SCOPE

Code 7309F is applied to ~~insureds engaged in~~ employers that perform stevedoring operations provided such operations are not otherwise classified in the *Basic Manual*. Stevedoring for workers compensation classification purposes contemplates any or all of the following operations when conducted by employees who are not members of the crews of vessels:

1. Loading or unloading, stowing, shifting or trimming of cargo, supplies and materials on board vessels. (Trimming refers to balancing a ship by shifting cargo.)
2. Transfer of cargo, supplies and materials between vessels and piers and vice versa, ~~irrespective~~ regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock and adjacent warehouses including tiering, sorting and breaking down. (A stringpiece is timber lying along the top of piles, forming a dock front or timber pier.)
4. Operation of all mechanical equipment, including dock tractors, in connection with the above.

Unless otherwise classified, Code 7309F is applicable to the above operations whether the operations are conducted by one or more concerns and providing the operations require the use of hoisting equipment such as winches, cranes, slings, rope, or nets.

When separate crews of employees, with no exposure to the hazards of the hoisting operations, place the cargo at or move it from the point of deposit and perform the tiering, sorting, and breaking down operations as well as load or unload railroad cars or trucks, such separate crews are assigned to the appropriate freight handling or trucking classifications provided they do not engage in any stevedoring operations and separate payroll records are maintained.

When a ~~risk an~~ employer is classified to Code 7309F, employees engaged in the storage, maintenance, or repair of nets, slings, forklift trucks, or other equipment utilized by stevedoring concerns are also assigned to Code 7309F, even if such operations are conducted at a separate location. Code 7309F is additionally applicable to employees of Code 7309F ~~risk~~ employers who handle shore lines to moor or unmoor vessels.

Stevedoring operations are also considered general exclusions. This means that unless stevedoring operations are specifically included in the wording of the basic classification applicable to a business, stevedoring operations are separately classified. This situation may occur when an ~~insured~~ employer such as a manufacturer, lumberyard, or fuel dealer is located on navigable waters. Such ~~risk~~ employers may load their products on ships or unload raw materials or finished products from ships. In many instances this work is done at irregular periods by employees normally engaged in plant operations. Payroll expended for such loading or unloading on navigable waters should be assigned to the appropriate stevedoring classification.

Code 7309F operations are designated as “not otherwise classified” (NOC). These NOC operations shall apply to an ~~insured~~ employer only when no other classification more specifically describes the ~~insured's~~ employer's operations. The following is a representative list of classifications somewhat related in nature to Code 7309F operations that are not assigned to Code 7309F:

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- 7313F Coal Dock Operation and Stevedoring
7317F Stevedoring:—By Hand or Hand Trucks Exclusively
7327F Stevedoring:—Containerized Freight & Drivers
8709F/8719 Stevedoring:—Talliers and Checking Clerks Engaged in Connection With Stevedore
Work—Coverage Under U.S. Act
8719 Stevedoring—Talliers and Checking Clerks Engaged in Connection With Stevedore
Work—Coverage Under State Act Only

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 7309F or a classification other than one on the above list is applicable to the operations being reviewed for classification purposes.~~

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7317F

~~N/A—GA, NJ~~

PHRASEOLOGY

~~STEVEDORING:—BY HAND OR HAND TRUCKS EXCLUSIVELY-~~

Includes the incidental use of power driven escalators or conveyors, or operation of tractors and trailers through side ports. No use of hoisting equipment. Code 7317F ~~shall~~ must not be assigned to the same risk employer in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

CROSS-REF.

~~Automobile:—Haulaway or Driveaway:—Driving Autos On or Off Vessels (N/A MA).~~

~~**State Special: Louisiana**—add to stevedoring phraseology above: The entire payroll of all employees shall be included in computing premium, subject, however, to a maximum per week per employee payroll limitation found in the state rate pages;~~

~~**Massachusetts**—add to stevedoring phraseology above: May be used only upon specific assignment of MA Bureau;~~

~~**Wisconsin**—Stevedoring: Side Port Boats and Over All Boats, Loaded or Discharged by Means of Mechanical Conveyors, Chutes, Escalators and Similar Devices—all operations including work on shipboard, trucking and handling between shipboard and point of deposit on dock or adjacent warehouse and tiering or untying.~~

SCOPE

Code 7317F is applied to ~~insured~~ employers engaged in stevedoring operations performed by hand or hand trucks. It includes the incidental use of power-driven escalators, conveyors, and forklifts. For purposes of this classification, these devices are not considered hoisting devices. Refer to Code 7309F when hoisting devices such as cranes are used on other than an incidental basis.

Stevedoring for workers compensation classification purposes contemplates any or all of the following operations when conducted by employees who are not members of the crews of vessels:

1. Loading or unloading, stowing, shifting or trimming of cargo, supplies, and materials on board vessels. (Trimming refers to balancing a ship by shifting cargo.)
2. Transfer of cargo, supplies, and materials between vessels and piers and vice versa, ~~irrespective~~ regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock and adjacent warehouses including tiering, sorting, and breaking down. (A stringpiece is timber lying along the top of piles, forming a dock front or timber pier.)
4. Operation of all mechanical equipment, including dock tractors, in connection with the above.

Code 7317F additionally contemplates the loading or unloading of grain, cement, or other bulk pulverized materials or liquefied products when done by blower or suction tubes or pipe and hose conveyor systems.

When separate crews of employees place cargo at or move it from the point of deposit and perform tiering, sorting, and breaking down operations as well as loading or unloading railroad cars or trucks, such separate

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crews would be assigned to the appropriate freight handling and trucking classifications provided they do not engage in any stevedoring operations and separate payroll records are maintained.

~~In the event~~ If stevedoring by hand or hand trucks and stevedoring by use of hoisting equipment are performed in connection with the loading or unloading of a single vessel, the entire operation must be classified to either Code 7309F—Stevedoring- NOC or, if the operation involves containerized freight, to Code 7327F—Containerized Freight & Drivers.

When a ~~risk~~ an employer is classified to Code 7317F, employees engaged in the storage, maintenance, or repair of nets, slings, forklift trucks, or other equipment utilized by stevedoring concerns are also assigned to Code 7317F, even if such operations are conducted at a separate location. Code 7317F is additionally applicable to employees of Code 7317F ~~risks~~ employers who handle shore lines to moor or unmoor vessels.

Stevedoring operations are also considered general exclusions. This means that unless stevedoring operations are specifically included in the wording of the basic classification applicable to a business, stevedoring operations are separately classified. This situation may occur when an ~~insured~~ employer such as a manufacturer, lumberyard, or fuel dealer is located on navigable waters. Such ~~risk~~ employers may load their products on ships or unload raw materials or finished products from ships. In many instances this work is done at irregular periods by employees normally engaged in plant operations. Payroll expended for such loading or unloading on navigable waters should be assigned to the appropriate stevedoring classification.

Driving automobiles on or off vessels is additionally contemplated by Code 7317F.

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7327F

~~N/A—AZ, GA~~

PHRASEOLOGY

~~STEVEDORING:—CONTAINERIZED FREIGHT & DRIVERS-~~

Applies to ships designed for freight carrying containers. No work in holds. Over-the-road trucking operations to be separately rated as Code 7228 or Code 7229—Trucking to the appropriate trucking classification. Code 7327F shall must not be assigned to the same risk employer in connection with a single vessel unless the operations described by this classification are conducted as a separate and distinct business.

~~GROSS-REF-~~

~~**State Special: Alaska, Florida, Louisiana, Montana, Oregon, Tennessee**—substitute Code 7219 in place of Codes 7228 and 7229 in these states;~~

~~**Louisiana**—add to stevedoring phraseology above: The entire payroll of all employees shall be included in computing premium, subject, however, to a maximum per week per employee payroll limitation found in the state rate pages;~~

~~**Massachusetts**—substitute Code 7219—Trucking NOG in place of Codes 7228 and 7229; and add to stevedoring phraseology above: May be used only upon specific assignment of MA Bureau;~~

~~**New Jersey**—Stevedoring—Containerized Freight & Drivers—loading and unloading ships designed for freight carrying containers. No work in holds. NPD in connection with a single vessel. Over the road trucking operations to be separately rated as Code 7219. May be used only upon specific approval of the rating bureau.~~

SCOPE

Code 7327F is applied to employers insureds engaged in stevedoring operations involving containerized cargo. Stevedoring for workers compensation classification purposes contemplates any or all of the following operations when conducted by employees who are not members of the crews of vessels:

1. Loading or unloading, stowing, shifting or trimming of cargo, supplies, and materials on board vessels. (Trimming refers to balancing a ship by shifting cargo.)
2. Transfer of cargo, supplies and materials between vessels and piers and vice versa, ~~irrespective~~ regardless of the necessity of work on board vessels by employees of the insured.
3. Transfer between stringpiece and point of deposit on dock and adjacent warehouses including tiering, sorting, and breaking down. (A stringpiece is timber lying along the top of piles, forming a dock front or timber pier.)
4. Operation of all mechanical equipment, including dock tractors, in connection with the above.

Code 7327F operations contemplate the use of gantry cranes, which are usually part of each vessel's gear. The cranes are moved over the dock and lowered to attach the cranes' lugs mechanically to the individual containers which have been brought to the dock by trailer chassis. The containers are individually lifted by crane and positioned above a vessel's general deck area or specific cells on the vessel. Each container is then lowered to its final position and automatically locked into place and released by the crane. The reverse procedure is followed in removing individual containers from vessels. These operations are performed with the assistance of signalmen located on the bridge of the vessels, and deck stevedores, whose work is confined to swinging away the lugs used to open or close the cells and fastening or unfastening containers on the decks.

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Dock stevedores guide the trailer trucks to the appropriate spot under the cranes, release the containers from the chassis by unlocking simple lugs, lock on the replacement containers, and signal the trailers on their way. Code 7327F contemplates drivers other than those engaged in over-the-road trucking, which is classified under either Code ~~7228~~ or ~~7229~~ to the appropriate trucking classification.

When a ~~risk~~ an employer is classified to Code 7327F, employees engaged in the storage, maintenance, or repair of nets, slings, forklift trucks, or other equipment utilized by stevedoring concerns are also assigned to Code 7327F, even if such operations are conducted at a separate location. Code 7327F is additionally applicable to employees of Code 7327F ~~risk~~ employers who handle shore lines to moor or unmoor vessels.

Containerized stevedoring concerns, which perform stevedoring work in the holds of vessels in connection with the loading or unloading of a single vessel, are classified in their entirety to Code 7309F—Stevedoring:—NOC.

Stevedoring operations are also considered general exclusions. This means that unless stevedoring operations are specifically included in the wording of the basic classification applicable to a business, stevedoring operations are separately classified. This situation may occur when an ~~insured~~ employer such as a manufacturer, lumberyard, or fuel dealer is located on navigable waters. Such ~~risk~~ employers may load their products on ships or unload raw materials or finished products from ships. In many instances this work is done at irregular periods by employees normally engaged in plant operations. Payroll expended for such loading or unloading on navigable waters should be assigned to the appropriate stevedoring classification.

State Addendum**Massachusetts**

Code ~~7327F~~ contemplates drivers other than those engaged in over-the-road trucking, which is classified under Code ~~7219~~. Codes ~~7228~~ and ~~7229~~ are not available (N/A MA).

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(APPLIES IN: VA)****7350F****U.S. ACT****N/A—GA, DC, NJ, NY****PHRASEOLOGY****FREIGHT HANDLING NOC—COVERAGE UNDER U.S. ACT**

These classifications Code 7350F and Code 7360 include freight checkers. Stevedoring to be separately rated. Drivers to be separately rated to the appropriate trucking classification as Code 7228 or Code 7229 (N/A MA).

CROSS-REF.

Freight Handling—Packing, Handling or Shipping Explosives or Ammunition—Under Contract—Coverage under U.S. Act—these classifications Code 7350F and Code 7360 include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated to the appropriate trucking classification as Code 7228 or 7229—*Trucking—Hauling Explosives (N/A MA); Refrigerator Car Loading or Unloading*—includes caring for freight in cars during transit. Stevedoring to be separately rated. Drivers to be separately rated as Code 7228 or 7229—*Trucking (N/A MA)* to the appropriate trucking classification.

State Special: Alaska, Florida, Idaho, Montana, Oregon, Tennessee—substitute Code 7219 in place of Codes 7228 and 7229 in these states. See also Code 7360—*State Act*—this code has the same phraseology;

Louisiana—*Freight Handling NOC*—the entire payroll of all employees shall be included, subject, however, to a maximum per week per employee payroll limitation found in the state rate pages. Freight checkers and talliers to be separately rated. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—*Trucking—NOC*;

Louisiana—*Freight Handling: Packing, Handling or Shipping Explosives or Ammunition Under Contract: Coverage Under U.S. Act*—the entire payroll of all employees shall be included, subject, however, to a maximum per week per employee payroll limitation found in the state rate pages. Freight checkers and talliers to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—*Trucking—Hauling Explosives*;

Massachusetts—*Freight Handling NOC: Coverage Under U.S. Act*—this classification includes freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—*Trucking NOC*;

Massachusetts—*Freight Handling—Packing, Handling or Shipping Explosives or Ammunition—Under Contract: Coverage Under U.S. Act*—this classification includes freight checkers. Stevedoring of explosives or ammunition to be separately rated as Code 7309F—*Stevedoring—Explosive Materials*; drivers to be separately rated as Code 7219—*Trucking—Hauling Explosives*. See also Code 7360—*MA Act*—this code has the same phraseology.

SCOPE

Code 7350F, providing coverage under the U.S. Longshore and Harbor Workers' Compensation Act (USL&HW Act), and Code 7360, providing coverage under the individual state acts, are applied to employers insureds engaged in freight handling operations provided such operations are not otherwise classified in the manual.

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The Longshore and Harbor Workers' Compensation USL&HW Act was extended in 1972 to contemplate operations conducted in or on various shoreside areas. Its scope and application have been subject to interpretation by the courts and by administrative bodies.

The following is intended to serve as a guide in assigning the freight handling classifications. It is not intended to be construed as an interpretation of the application of the Longshore USL&HW Act.

Two classifications are applicable to freight handling operations. The classification applicable to freight handling operations subject to the Longshore USL&HW Act, Code 7350F, applies to the handling of cargo, incidental to the loading or unloading of vessels, on piers or adjoining areas or in terminals. Operations contemplated by this classification include stuffing and stripping containers, other processing of waterborne cargo and the loading and unloading of trucks and railroad cars on piers or in adjoining areas or terminals.

This classification applies to separate employees who are engaged in moving cargo from any point which is removed from, and not connected with, the hazards of the sling in loading or unloading vessels. The storage, maintenance, or repair of nets, slings, forklift trucks, or other equipment by ~~insureds engaged in employers performing~~ freight handling or stevedoring operations ~~shall~~ must be assigned to the governing classification, even though such operations are conducted at a separate location.

The classification applicable to freight handling operations subject to coverage only under a state compensation act, Code 7360, applies to operations conducted at railroad yards, airports, or warehouses not located on piers or in terminals or areas adjoining piers.

If Code 7350F is not applicable in a particular jurisdiction, then these guidelines would apply to the application of the USL&HW Coverage Percentage factor to the state rate, in accordance with **Basic Manual** Rule 3-A-4-b (~~Rule XII-D-3, 1996 edition~~), whenever USL&HW Act exposure exists.

Freight handlers have no equity in the merchandise handled, thus their drivers are assigned to the appropriate trucking classification. Additionally, stevedoring operations are separately rated.

Since the scope and application of the ~~U.S.~~ USL&HW Act are subject to interpretation by the courts and/or administrative bodies, it has been NCCI's position that the selection of the appropriate coverage (~~U.S.~~ USL&HW Act or State Act) is left to the discretion of ~~insureds employers~~ and insurance carriers based on their own knowledge or with the assistance of their legal representatives.

Specialist contractors engaged solely as vessel line handlers have been assigned by analogy to these freight handling classifications. These specialists do not board the vessels. The vessels' crew members handle the lines on board and the specialists fasten or unfasten the lines at dockside.

The distinction between assignment of the freight handling codes and assignment of a warehousing classification such as Code 8292 is based on the premise that warehousing operations store goods for long periods of time. With respect to freight handlers, one finds a constant movement of goods with employees who, on a frequent basis, are engaged in receiving, sorting, tiering, or breaking down the goods handled. This constant handling hazard is a distinguishing factor when compared to a warehousing classification such as Code 8292.

Contract freight handling of explosives and/or ammunition is also assigned to either Code 7350F or Code 7360. The classifications ~~shall do~~ not apply to handling explosives incidental to the loading of general cargo or the freight handling or trucking of general merchandise. These classifications are only applicable where explosives or ammunition constitute the majority of the commodities handled.

Certain Code 7350F and Code 7360 operations are designated as "not otherwise classified" (NOC). These NOC operations ~~shall~~ apply to an ~~insured employer~~ only when no other classification more specifically describes the ~~insured's employer's~~ operations. The following is a representative list of operations somewhat related in nature to Codes 7350F and 7360 operations that are not assigned to these codes.

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7309F Stevedoring:—NOC

7313F Coal Dock Operation & ~~and~~ Stevedoring

7317F Stevedoring:—By Hand or Hand Trucks Exclusively

7327F Stevedoring:—Containerized Freight & Drivers

8709F Stevedoring:—Talliers and Checking Clerks Engaged in Connection With Stevedore
Work—Coverage Under U.S. Act

8719 Stevedoring:—Talliers and Checking Clerks Engaged in Connection With Stevedore
Work—Coverage Under State Act Only

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Codes 7350F and 7360 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.~~

State Addendum

Massachusetts

~~Refer to MA Manual Rule XII-D-3 for the rates applicable to nonfederal classifications subject to the USL&HW Act. Since the scope and application of the U.S. Act are subject to interpretation by the courts and/or administrative bodies, it is the MA Bureau's position that the selection of the appropriate coverage (U.S. or MA Act) is left to the discretion of insureds and insurance carriers based on their own knowledge or with the assistance of their legal representatives. Stevedoring explosive materials, including ammunition, under contract is properly assigned to Code 7309F.~~

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(APPLIES IN: VA)****7360****STATE ACT****N/A—NY****PHRASEOLOGY****FREIGHT HANDLING NOG—COVERAGE UNDER STATE ACT ONLY**

These classifications Code 7350F and code 7360 include freight checkers. Stevedoring to be separately rated. Drivers to be separately rated to the appropriate trucking classification as Code 7228 or Code 7229 (N/A MA).

CROSS-REF.

Freight Handling—Packing, Handling or Shipping Explosives or Ammunition—Under Contract—Coverage Under State Act Only—these classifications Code 7350F and Code 7360 include freight checkers. Stevedoring of explosives or ammunition to be separately rated to the appropriate stevedoring classification. Drivers to be separately rated to the appropriate trucking classification as Codes 7228 or 7229—Trucking—Hauling Explosives (N/A MA); *Refrigerator Car Loading or Unloading*—includes caring for freight in cars during transit. Stevedoring to be separately rated. Drivers to be separately rated as Codes 7228 or 7229—Trucking (N/A MA) to the appropriate trucking classification.

State Special: Alaska, Florida, Idaho, Montana, Oregon, Tennessee—substitute 7219 in place of 7228 and 7229 in these states. See also Code 7350F—U.S. Act—this code has the same phraseology;

California—Freight Handlers—Packing or Handling Merchandise at Shipping or Receiving Terminals—NOG—this classification does not apply to hauling under contract or freight handling activities in connection therewith;

Louisiana—Freight Handling NOG: Coverage Under State Act Only—freight checkers and talliers to be separately rated. Drivers to be separately rated as Code 7219—Trucking—NOG;

Louisiana—Freight Handling: Packing, Handling or Shipping Explosives or Ammunition Under Contract: Coverage Under State Act Only—freight checkers and talliers to be separately rated to the appropriate stevedoring classification; drivers to be separately rated as Code 7219—Trucking—Hauling Explosives;

Massachusetts—Aircraft or Automobile—Preparing and Grating for Shipment;

Massachusetts—Freight Cars—Icing;

Massachusetts—Freight Handling NOG: Coverage Under MA Act Only—this classification includes freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Trucking NOG;

Massachusetts—Freight Handling—Packing, Handling or Shipping Explosives or Ammunition—Under Contract: Coverage Under MA Act Only—this classification includes freight checkers. Stevedoring of explosives or ammunition to be separately rated as Code 7309F—Stevedoring—Explosive Materials; drivers to be separately rated as Code 7219—Trucking—Hauling Explosives;

Massachusetts—Refrigerator Car Loading or Unloading—includes caring for freight in cars during transit. Stevedoring to be separately rated as Code 7309F. Drivers to be separately rated as Code 7219—Trucking;

Massachusetts—Refrigerator Cars—Icing or Re-Icing. See also Code 7350F—U.S. Act—this code has the same phraseology;

New Jersey—This is an F classification;

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New Jersey—Freight Handler NOG—applies to packing, handling or shipping merchandise on docks or railroad platforms including freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Truckmen NOG. May be used only upon specific approval of the rating bureau. The “F” rate for this classification contemplates operations subject to the United States Longshoremen's and Harbor Workers' Compensation Act. Where none of the employees is engaged in operations subject to the United States Longshoremen's and Harbor Workers' Compensation Act, the rate and rating values set forth in 2:1-4(b) of the NJ Manual shall be applicable.

New Jersey—Refrigerator Car Loading or Unloading—includes caring for freight in cars during transit. Stevedoring to be separately rated. Drivers to be separately rated as Code 7219—Truckmen. May be used only upon specific approval of the rating bureau. The “F” rate for this classification contemplates operations subject to the United States Longshoremen's and Harbor Workers' Compensation Act. Where none of the employees is engaged in operations subject to the United States Longshoremen's and Harbor Workers' Compensation Act, the rates and rating values set forth in 2:1-4(b) of the NJ Manual shall be applicable.

New Jersey—Stevedoring: Freight Handlers NOG—applies to packing, handling, or shipping merchandise on docks including freight checkers. Stevedoring to be separately rated; drivers to be separately rated as Code 7219—Truckmen NOG. May be used only upon specific approval of the rating bureau. The “F” rate for this classification contemplates operations subject to the United States Longshoremen's and Harbor Workers' Compensation Act. Where none of the employees is engaged in operations subject to the United States Longshoremen's and Harbor Workers' Compensation Act, the rates and rating values set forth in 2:1-4(b) of the NJ Manual shall be applicable. Effective 1/1/77, a second paragraph was added to footnote to make it clear that under the stipulated conditions, the state-only rate for Code 7360 is applicable.

SCOPE

Code 7350F, providing coverage under the U.S. Longshore and Harbor Workers' Compensation Act (USL&HW Act), and Code 7360, providing coverage under the individual state acts, are applied to employers insureds engaged in freight handling operations provided such operations are not otherwise classified in the manual.

The Longshore and Harbor Workers' Compensation USL&HW Act was extended in 1972 to contemplate operations conducted in or on various shoreside areas. Its scope and application have been subject to interpretation by the courts and by administrative bodies.

The following is intended to serve as a guide in assigning the freight handling classifications. It is not intended to be construed as an interpretation of the application of the Longshore USL&HW Act.

Two classifications are applicable to freight handling operations. The classification applicable to freight handling operations subject to the Longshore USL&HW Act, Code 7350F, applies to the handling of cargo, incidental to the loading or unloading of vessels, on piers or adjoining areas₁ or in terminals. Operations contemplated by this classification include stuffing and stripping containers, other processing of waterborne cargo₁ and the loading and unloading of trucks and railroad cars on piers or in adjoining areas or terminals.

This classification applies to separate employees who are engaged in moving cargo from any point which is removed from, and not connected with, the hazards of the sling in loading or unloading vessels. The storage, maintenance₂ or repair of nets, slings, forklift trucks₂ or other equipment by insureds engaged in employers that perform freight handling or stevedoring operations shall must be assigned to the governing classification, even though such operations are conducted at a separate location.

The classification applicable to freight handling operations subject to coverage only under a state compensation act, Code 7360, applies to operations conducted at railroad yards, airports₁ or warehouses not located on piers or in terminals or areas adjoining piers.

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If Code 7350F is not applicable in a particular jurisdiction, then these guidelines would apply to the application of the USL&HW Coverage Percentage factor to the state rate, in accordance with *Basic Manual* Rule 3-A-4-b (~~Rule XII-D-3, 1996 edition~~), whenever USL&HW Act exposure exists.

Freight handlers have no equity in the merchandise handled, thus their drivers are assigned to the appropriate trucking classification. Additionally, stevedoring operations are separately rated.

Since the scope and application of the ~~U.S.~~ USL&HW Act are subject to interpretation by the courts and/or administrative bodies, it has been NCCI's position that the selection of the appropriate coverage (~~U.S.~~ USL&HW Act or State Act) is left to the discretion of ~~insureds~~ employers and insurance carriers based on their own knowledge or with the assistance of their legal representatives.

Specialist contractors engaged solely as vessel line handlers have been assigned by analogy to these freight handling classifications. These specialists do not board the vessels. The vessels' crew members handle the lines on board and the specialists fasten or unfasten the lines at dockside.

The distinction between assignment of the freight handling codes and assignment of a warehousing classification such as Code 8292 is based on the premise that warehousing operations store goods for long periods of time. With respect to freight handlers, one finds a constant movement of goods with employees who, on a frequent basis, are engaged in receiving, sorting, tiering, or breaking down the goods handled. This constant handling hazard is a distinguishing factor when compared to a warehousing classification such as Code 8292.

Contract freight handling of explosives and/or ammunition is also assigned to either Code 7350F or Code 7360. The classifications ~~shall do~~ not apply to handling explosives incidental to the loading of general cargo or the freight handling or trucking of general merchandise. These classifications are only applicable where explosives or ammunition constitute the majority of the commodities handled.

Certain Code 7350F and Code 7360 operations are designated as "not otherwise classified" (NOC). These NOC operations ~~shall~~ apply to an employer insured only when no other classification more specifically describes the ~~insured's~~ employer's operations. The following is a representative list of operations somewhat related in nature to Codes 7350F and 7360 operations that are not assigned to these codes:

7313F Coal Dock Operation ~~& and~~ Stevedoring

7317F Stevedoring: ~~—~~By Hand or Hand Trucks Exclusively

7327F Stevedoring: ~~—~~Containerized Freight & Drivers

7309F Stevedoring: ~~—~~NOC

8709F Stevedoring: ~~—~~Talliers and Checking Clerks Engaged in Connection With Stevedore Work

8719 Stevedoring: ~~—~~Talliers and Checking Clerks Engaged in Connection With Stevedore Work

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Codes 7350F and 7360 or a classification other than a classification on the above list is applicable to the operations being reviewed for classification purposes.~~

State Addendum**Massachusetts**

Refer to MA Manual Rule XII-D-3 for the rates applicable to nonfederal classifications subject to the ~~USL&HW Act~~. Since the scope and application of the ~~U.S.~~ Act are subject to interpretation by the courts and/or administrative bodies, it is the MA Bureau's position that the selection of the appropriate coverage

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~~(U.S. or MA Act) is left to the discretion of insureds and insurance carriers based on their own knowledge or with the assistance of their legal representatives. Stevedoring explosive materials, including ammunition, under contract is properly assigned to Code 7309F.~~

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7855•**PHRASEOLOGY****RAILROAD CONSTRUCTION:—LAYING OR RELAYING OF TRACKS OR MAINTENANCE OF WAY BY CONTRACTOR—NO WORK ON ELEVATED RAILROADS—& DRIVERS**

The classifications for railroad construction and railroad operation do not contemplate coverage for insurance under the Federal Employers' Liability Act or voluntary compensation coverage for any operations subject to that Act. For such coverage, refer to Rule 3–A-4. Also, refer to Railroad Construction (FELA) and Railroad Operations (FELA).

GROSS-REF.

State Special: Massachusetts—add the following footnote to the above phraseology: The appropriate construction or erection classifications are assigned to railroad construction operations other than the laying or relaying of tracks. Maintenance under Class Code 7855 extends to such operations as cutting weeds from the right-of-way, the repairing of fences along the right-of-way, the digging of small drainage dykes, and the filling in of small washouts caused by heavy rains, etc.

SCOPE

Code 7855 contemplates the laying of rock, ballast on the grade, the laying of ties, and the laying of track. This classification applies to such operations on new roads, and also to the relaying of track or ties for old roads. There is no classification distinction for work on main lines, side tracks, or spurs to industrial properties. It also includes such work as the installation of crossover frogs and switches, the erection of switch stands and switch mechanism, erection of cattle guards, the placing of grade crossing planking, and similar operations directly incidental to the laying or relaying of tracks. The appropriate construction or erection classifications are assigned to railroad construction operations other than the laying or relaying of tracks. Code 7855 also applies to the maintenance of the way or tracks and contemplates such operations as the placing of additional ballast on the right-of-way, the replacing of worn ties and rails. It covers the type of work which is normally undertaken by a section crew of a railroad in those cases where the railroad prefers to have contractors perform its maintenance work rather than to employ direct labor. The scope of the maintenance classification extends to such operations as the cutting of weeds from the right-of-way, the repairing of fences along the right-of-way, the digging of small drainage ditches, and the filling in of small washouts caused by heavy rains, etc.

Code 7855 additionally applies to the removal of railroad ties. The original construction or erection classifications that were applicable to construction or erection operations other than the erection of railroad ties are also assigned to operations that involve the removal of these other construction or erection materials.

~~Please refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to insureds~~ Refer to Code 5403 for extra-territorial premium determination guidelines that may be applicable to employers that have operations outside their headquarters' state.

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8709F**U.S. ACT****PHRASEOLOGY**

STEVEDORING:—TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH STEVEDORE WORK—COVERAGE UNDER U.S. ACT

CROSS-REF.

Weighers, Samplers or Inspectors of Merchandise on Vessels or Docks or Railway Stations or Warehouses—includes mending or repacking of damaged containers. Operation of warehouses to be separately rated; *Steamship Line or Agency Port Employees: Talliers, Checking Clerks and Employees Engaged in Mending or Repacking of Damaged Containers.*

SCOPE

Codes 8709F and 8719 contemplate talliers and cargo checking clerks who may be employed by a steamship line; an ~~insured~~ employer engaged in the business of stevedoring; or an ~~insured~~ employer that provides talliers and checking clerks on a contract basis.

Talliers and cargo checking clerks ~~check~~ inspect freight being loaded from docks onto vessels or freight that is unloaded from vessels onto docks to determine that the freight is in the amounts and quality specified. Additionally, these individuals will direct stevedores or freight handlers as to where freight should be distributed on a dock.

Talliers or checking clerks who handle freight, directly supervise stevedoring labor or perform stevedoring operations of any kind are assigned to the appropriate freight handling or stevedoring classifications other than Codes 8709F and 8719.

Codes 8709F and 8719 additionally contemplate inspectors, samplers or weighers of merchandise on vessels or docks or railway stations or warehouses, and include the mending or repacking of damaged containers.

Codes 8709F and 8719 are distinguished from Code 8720 as follows: Code 8720 is applicable to ~~firms~~ engaged in employers appraising the value of cargo whereas Codes 8709F and 8719 are applicable to ~~firms~~ employed to verify that employers hired to verify that the cargo being loaded or unloaded from vessels is received in the amounts and quality specified.

As Codes 8709F and 8719 include inspectors, samplers, or weighers of merchandise at warehouses, grain sampling firms have been assigned to these classifications even when the grain sampling operation does not take place at docks or on vessels. Division of payroll is not permitted for laboratory operations ~~in~~ performed by these ~~risk~~ employers.

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8719

STATE ACT

PHRASEOLOGY

STEVEDORING:—TALLIERS AND CHECKING CLERKS ENGAGED IN CONNECTION WITH STEVEDORE WORK—COVERAGE UNDER STATE ACT ONLY

CROSS-REF.

Weighers, Samplers or Inspectors of Merchandise on Vessels or Docks or Railway Stations or Warehouses—includes mending or repacking of damaged containers. Operation of warehouses to be separately rated; *Steamship Line or Agency Port Employees: Talliers, Checking Clerks and Employees Engaged in Mending or Repacking of Damaged Containers.*

SCOPE

Codes 8709F and 8719 contemplate talliers and cargo checking clerks who may be employed by a steamship line; an ~~insured~~ employer engaged in the business of stevedoring; or an ~~insured~~ employer who provides talliers and checking clerks on a contract basis.

Talliers and cargo checking clerks ~~check~~ inspect freight being loaded from docks onto vessels or freight that is unloaded from vessels onto docks to determine that the freight is in the amounts and quality specified. Additionally, these individuals will direct stevedores or freight handlers as to where freight should be distributed on a dock.

Talliers or checking clerks who handle freight, directly supervise stevedoring labor, or perform stevedoring operations of any kind are assigned to the appropriate freight handling or stevedoring classifications other than Codes 8709F and 8719.

Codes 8709F and 8719 additionally contemplate inspectors, samplers, or weighers of merchandise on vessels or docks or railway stations or warehouses, and include the mending or repacking of damaged containers.

Codes 8709F and 8719 are distinguished from Code 8720 as follows: Code 8720 is applicable to ~~firms~~ engaged in employers appraising the value of cargo whereas Codes 8709F and 8719 are applicable to ~~firms~~ employed to verify that employers hired to verify that the cargo being loaded or unloaded from vessels is received in the amounts and quality specified.

As Codes 8709F and 8719 include inspectors, samplers, or weighers of merchandise at warehouses, grain sampling firms have been assigned to these classifications even when the grain sampling operation does not take place at docks or on vessels. Division of payroll is not permitted for laboratory operations ~~in~~ performed by these ~~risk~~ employers.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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SPECIAL CLASSIFICATIONS
(APPLIES IN: VA)****9154**
~~N/A—NY~~**PHRASEOLOGY**THEATER NOC: ~~—ALL OTHER EMPLOYEES.~~

Includes managers, stagehands, box office employees, ushers, or motion picture operators.

CROSS-REF.

~~Dinner Theater NOC—All Other Employees—the entire operation shall~~ must be classified to the appropriate restaurant or bar classification, Code 9082, 9083 or 9084 unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156—Theater operations is more than 50% of the total payroll. ~~When such conditions exist, the following classifications shall apply: Food service and preparation including dispensing of alcoholic beverages. Assign to Code 9082, 9083 or 9084 as appropriate (N/A MA); Theater—Drive-In—All Employees.~~

~~State Special: California—Theaters—not motion picture—all employees other than performers and directors of performers—including managers, stage hands, box office employees or ushers;~~

~~Massachusetts—Dinner Theater: All Other Employees—for the purpose of this interpretation, a dinner theater is defined as an enterprise preparing and/or serving food and/or refreshments in conjunction with the presentation of theatrical performances by actors and actresses. While the dinner or theatrical performances may be available separately to the public, the dinner theater typically offers both the meal and the play as an indivisible product. The entire operation shall be classified under Code 9079 unless the theater operation predominates, that is, the payroll normally assignable to theater classifications (Codes 9154 and 9156) is more than 50% of the total payroll;~~

~~New Jersey—Theater NOC—includes managers, stage hands, box office employees, ushers or motion picture operators. Players, entertainers or musicians, Code 9156.~~

SCOPE

Code 9154 is assigned to “all other employees” of theaters, ~~that is, those employees~~ other than players, entertainers or musicians and those employees qualifying under the Standard Exception Classifications rule of the **Basic Manual**. Such employees specifically enumerated in the footnote to this classification are managers, stagehands, box office employees, ushers and motion picture operators.

This classification also applies to stagehands, box office employees, and ushers employed by a traveling theater production company and to such employees where the theatrical production company conducts its operations in auditoriums, stadiums, arenas and tents, as well as outdoor productions in parks, etc.

Code 9154 is assigned to stagehands and other employees directly connected with the theatrical production activity of a dinner theater when the theater operations predominate, that is, the payroll normally assignable to the theater classifications (Codes 9154 and 9156) is more than 50% of the total payroll.

This classification additionally is applied to ~~insureds~~ employers engaged in the operation of drive-in theaters. The classification contemplates all employees, i.e., managers, projectionists, cashiers, ramp persons, clockers, repairers of speakers, security people, and refreshment stand employees.

Certain Code 9154 operations are designated as “not otherwise classified” (NOC). These NOC operations ~~shall apply to an insured employer only when no other classification more specifically describes the insured's~~

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EXHIBIT 8 (CONT'D)
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(APPLIES IN: VA)

employer's operations. The following is a representative list of classifications somewhat related in nature to Code 9154 operations that are not assigned to Code 9154:

- 9180 Amusement Device Operation NOC—Not Traveling—& Drivers
- 9016 Amusement Park or Exhibition Operation & Drivers
- 9182 Athletic Sports or Park—Operations & Drivers Stadium
- 9156 Theater NOC:—Players, Entertainers or Musicians

~~In addition to this representative list, one should review sources such as the alphabetical index in this manual to determine whether a classification other than Code 9154 or a classification other than one on the above list is applicable to the operations being reviewed for classification purposes.~~

State Addendum

Massachusetts

~~Code 9154 is assigned to “all other employees” of theaters, that is, those employees other than players, entertainers or musicians and those employees qualifying under the Standard Exception Classifications rule of the MA Manual. Codes 9082, 9083, and 9084 are not available (N/A MA).~~

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9156**~~N/A—NY~~****PHRASEOLOGY**THEATER NOC: ~~—~~PLAYERS, ENTERTAINERS OR MUSICIANS**CROSS-REF.**

~~*Dinner Theater NOC—Players—* the entire operation shall ~~must~~ be classified to the appropriate restaurant or bar classification, Code 9082, 9083 or 9084 unless the combined payroll that would otherwise be assignable to Codes 9154 and 9156—Theater operations is more than 50% of the total payroll. When such conditions exist, the following classifications shall apply: Food service and preparation including dispensing of alcoholic beverages. Assign to Code 9082, 9083 or 9084 as appropriate ~~(N/A MA)~~.~~

~~**State Special: California**—Theaters—Dance, Opera and Theater Companies—All Performers and Directors of Performers—NOC—~~the actual remuneration of performers and directors of performers must be included, subject, however, to a maximum of \$74,100 per year per person. When such employees do not work the entire year, the payroll limitation shall be prorated based upon the number of weeks in which such employees worked during the policy period This classification shall apply to those firms engaged in the production of dance, opera, dramatic, musical, comedic or other theatrical presentations before a live audience. This classification includes all stage performers, directors and musicians in connection therewith;

~~**Massachusetts**—Dinner Theaters: Players—~~for the purpose of this interpretation, a dinner theater is defined as an enterprise preparing and/or serving food and/or refreshments in conjunction with the presentation of theatrical performances by actors and actresses. While the dinner or theatrical performances may be available separately to the public, the dinner theater typically offers both the meal and the play as an indivisible product. The entire operation shall be classified under Code 9079 unless the theater operation predominates, that is, the payroll normally assignable to theater classifications (Codes 9154 and 9156) is more than 50% of the total payroll;

~~**New Jersey**—Musicians, Players or Entertainers—~~the actual remuneration of directors, players, entertainers or musicians shall be included in the basis of premium, subject, however, to a maximum average individual payroll of \$1,850 per week;

~~**New Jersey**—Theater NOC—Players, Entertainers or Musicians—~~the actual remuneration of directors, players, entertainers or musicians shall be included in the basis of premium, subject, however, to a maximum average individual payroll of \$1,850 per week. All other employees, Code 9154.

SCOPE

Code 9156 is assigned to actors, players, entertainers, and musicians employed by a theater. The classification also applies to such persons employed by a theater production company when the employer insured does not own, lease, or operate the building or premises where the performances are being conducted. The classification applies to dramatic, opera, ballet, or other dance companies whether such group performs at one location or travels from city to city. Orchestras, bands, and other musical groups fall within the scope of Code 9156. These would be those orchestras, bands, or other musical groups contracting to perform at local social events and those traveling from one location to another.

Entertainers and musicians employed by restaurants are assigned to the restaurant classification applicable to the location where they are performing. Entertainers and musicians employed by a restaurant operated by a hotel or motel would be classified as Code 9058—Hotel:—Restaurant Employees; if employed by

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the hotel, they would be classified as Code 9052—Hotel:—All Other Employees & Salespersons, Drivers. Performers in ice shows also are classified as Code 9156.

This classification also is assigned to players, entertainers, and musicians employed by dinner theaters when the theater operations predominate; that is, the payroll normally assignable to the theater classifications (Codes 9154 and 9156) is more than 50% of the total payroll.

State Addendum

Massachusetts

Codes 9082, 9083, and 9084 are not available (N/A MA).

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**EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: AK, CT, FL, HI, IL, OR)
MISCELLANEOUS RULES
CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM¹**

“Contracting Classifications” are those classifications subject to the following code numbers:

6260

¹ The content in this exhibit proposes to remove Code 6260 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

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**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN FLORIDA
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE**

**FLORIDA CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM WORKERS
COMPENSATION PREMIUM CREDIT APPLICATION (FORM 09-4C)**

(Name of Insured)
(Address)
(Anytown, State, Zip Code)

FLORIDA CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM

WORKERS COMPENSATION PREMIUM CREDIT APPLICATION

The Florida Contracting Classification Premium Adjustment Program is applicable to qualifying employers engaged in contracting operations.

A special premium calculation, which may result in a premium credit for you, will be based on average hourly pay rates for each classification of contracting operations. In order that your premium may be correctly established, please return the completed premium credit application, as set out on the reverse side of this letter, to the:

National Council on Compensation Insurance, Inc.
Customer Service Center
901 Peninsula Corporate Circle
Boca Raton, Florida 33487-1362

They will advise us of any premium credit applicable.

If NCCI does not receive this application during the policy period or within three (3) years after the policy period ends, your premium calculation will not reflect any possible premium credit.

For each applicable classification (both contracting and noncontracting) covering your company's operations in the state of Florida, report the *total* Florida payroll (excluding overtime premium pay, pay in excess of the maximum individual payroll for executive officers or the pay in excess of payroll amount charged to partners and sole proprietors as shown on the state rate pages, as well as the entire pay for any exempt sole proprietor, partner, or officer) and the corresponding *total* number of hours worked, *for the third calendar quarter (July, August, September) of the prior calendar year as reported to taxing authorities.*

- Note #1. If you did not engage in contracting operations during the third quarter of the prior calendar year, the requested information to be provided should then be for the last complete calendar quarter prior to the effective date of your workers compensation policy.
- Note #2. If you are a new business submit the requested information, *for the first complete calendar quarter following the effective date of your workers compensation policy*, when available.
- Note #3. In the absence of specific records for salaried employees, you should assume that each individual worked forty (40) hours per week.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN FLORIDA (CONT'D)
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE**

Please preserve your payroll records that formed the basis for this declaration as we will be required to verify the reported information in order for any premium credit to be applied.

Thank you for your cooperation.

Sincerely,

TURN PAGE OVER FOR PREMIUM CREDIT APPLICATION

INSURED: _____

POLICY NO.: _____ **EFFECTIVE DATE:** _____

CARRIER NAME: _____

Notice: Unless code(s), total wages paid, total hours worked, and calendar quarter reported are indicated and application is signed, it cannot be processed. **Contact your agent** if assistance is desired.

Is this a new business? No Yes

If no, submit information for the **THIRD** calendar quarter (July, August, September) of the prior calendar year as reported to taxing authorities.

If yes, submit information for the **FIRST** complete calendar quarter following the effective date of your workers compensation policy.

The following is based on actual wages and hours worked, as reflected in our payroll records, for the complete calendar quarter ending _____.

“Contracting classifications” are those classifications subject to the following code numbers:

| | | | | | | |
|------|------|------|------|------|------|-----------------|
| 0042 | 5057 | 5222 | 5478 | 5610 | 6206 | 6260 |
| 0050 | 5059 | 5223 | 5479 | 5613 | 6213 | 6306 |
| 1322 | 5069 | 5348 | 5480 | 5645 | 6214 | 6319 |
| 2799 | 5102 | 5402 | 5491 | 5651 | 6216 | 6325 |

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
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**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN FLORIDA (CONT'D)
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE**

| | | | | | | |
|------|------|------|------|-------|------|------|
| 3365 | 5146 | 5403 | 5506 | 5703 | 6217 | 6400 |
| 3719 | 5160 | 5437 | 5507 | 5705 | 6229 | 7538 |
| 3724 | 5183 | 5443 | 5508 | 6004 | 6233 | 7605 |
| 3726 | 5188 | 5445 | 5509 | 6006F | 6235 | 7855 |
| 5020 | 5190 | 5462 | 5535 | 6017 | 6236 | 8227 |
| 5022 | 5213 | 5472 | 5537 | 6018 | 6237 | 9534 |
| 5037 | 5215 | 5473 | 5551 | 6045 | 6251 | 9554 |
| 5040 | 5221 | 5474 | 5606 | 6204 | 6252 | |

| CLASSIFICATION | CODE | TOTAL FLORIDA WAGES PAID ¹ | TOTAL HOURS WORKED ² |
|--|------|--|---------------------------------------|
| Example: Electrical Wiring | 5190 | \$8,000 | 520 |
| Contracting Classifications: | | | |
| | | | |
| | | | |
| | | | |
| Noncontracting Classifications: | | | |
| | | | |
| | | | |

¹ These figures are to exclude overtime premium pay (e.g., employee makes \$16/hour and is paid time and one-half, only report the payroll based upon the \$16/hour), pay in excess of the maximum individual payroll for executive officers or the pay in excess of payroll amount charged to partners and sole proprietors as shown on the state rate pages, and the entire pay for any exempt sole proprietor, partner, or officer. For each classification code, combine all wages for that code in a single entry. Employee names are not required.

² Including overtime hours.

Any person who knowingly, and with intent to injure, defraud, or deceive any insurer, files a statement or claim or an application containing any false, incomplete, or misleading information, is guilty of a felony of the third degree.

SIGNATURE: _____ **POSITION:** _____ **DATE:** _____

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: MD)
MISCELLANEOUS RULES
MARYLAND CONSTRUCTION CLASSIFICATION PREMIUM REDUCTION PROGRAM¹**

“Contracting Classifications” are those classifications subject to the following code numbers:

6260

¹The content in this exhibit proposes to remove Code 6260 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: MO)
MISCELLANEOUS RULES
CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM¹

“Contracting Classifications” are those classifications subject to the following code numbers:

5507

5508

~~5515~~

~~6260~~

¹The content in this exhibit proposes to remove Code 5515 and Code 6260, and add Code 5507 and Code 5508 in the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: MT)
MISCELLANEOUS RULES
MONTANA CONSTRUCTION PREMIUM CREDIT PROGRAM¹**

“Contracting Classifications” are those classifications subject to the following code numbers:

6260

6365

¹The content in this exhibit proposes to remove Code 6260 and Code 6365 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: NE)**

**MISCELLANEOUS RULES
NEBRASKA CONTRACTING CLASSIFICATION PREMIUM CREDIT ADJUSTMENT PROGRAM¹**

The following are the applicable contracting classification codes for this program:

~~6260~~

¹The content in this exhibit proposes to remove Code 6260 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: NM)**

**MISCELLANEOUS RULES
WORKERS COMPENSATION PREMIUM ADJUSTMENT PROGRAM FOR
QUALIFYING CLASSIFICATIONS¹**

Applicable Contracting Classifications:

~~6260~~

¹The content in this exhibit proposes to remove Code 6260 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9
BASIC MANUAL—2001 EDITION
(APPLIES IN: OK)**

MISCELLANEOUS RULES

OKLAHOMA CONTRACTING CLASSIFICATION PREMIUM CREDIT ADJUSTMENT PROGRAM¹

“Contracting Classifications” are those classifications subject to the following code numbers:

1605

6260

¹The content in this exhibit proposes to remove Code 1605 and Code 6260 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9—STATE-SPECIFIC RULES APPLYING IN VIRGINIA
BASIC MANUAL—2001 EDITION**

MISCELLANEOUS RULES

CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM¹

“Contracting Classifications” are those classifications subject to the following code numbers:

1605

6260

¹The content in this exhibit proposes to remove Code 1605 and Code 6260 from the Contracting Classification Premium Adjustment Program Table. The content is not a complete replacement of the existing Contracting Classification Premium Adjustment Program Table content previously approved.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN VIRGINIA
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE
Form 45-3B Contracting Classification—Premium Credit Application**

(Name of Insured)
(Address)
(City, State, Zip Code)

**VIRGINIA CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM (CCPAP) WORKERS
COMPENSATION PREMIUM CREDIT APPLICATION**

The Virginia Contracting Classification Premium Adjustment program is applicable to qualifying employers engaged in contracting operations and is applicable to policies with effective dates on or after January 1, 1997. In order to qualify for the program, more than 50% of your manual premium must be attributable to one or more contracting classifications (as designated in the program) and you must be experience rated.

A special premium calculation, which may result in a premium credit for you, will be based on hourly pay rates for each contracting classification. In order that your premium may be correctly established, please return the completed premium credit application, as set out on the reverse side of this letter, to:

National Council on Compensation Insurance, Inc.
Customer Service Center
901 Peninsula Corporate Circle
Boca Raton, Florida 33487-0998

NCCI will advise of any premium credit applicable.

If NCCI does not receive this application within 180 days after policy inception or receipt of notification, your premium calculation will not reflect any possible premium credit.

For each applicable classification (both contracting and noncontracting) covering your company's operations in the Commonwealth of Virginia, report the total Virginia payroll reported to the Virginia Employment Commission and the corresponding total number of hours worked, for the third calendar quarter (July, August, September) of the year preceding your anniversary rating date as reported to taxing authorities.

- Note #1: If you did not engage in contracting operations during the third quarter, provide the requested information for the last complete calendar quarter prior to the anniversary rating date of your workers compensation policy.
- Note #2: If you are a new business (no prior operations), submit the requested information for the first complete calendar quarter following the anniversary rating date of your workers compensation policy when available.
- Note #3: In the absence of specific records for salaried employees, you should assume that each individual worked forty (40) hours per week. Payroll for partners, sole proprietors, and corporate officers subject to contracting classifications will be allocated according to appropriate **Basic Manual** minimums and maximums.
- Note #4: In the absence of a specific anniversary rating date being supplied on the application, it will be assumed that the policy effective date is the same as the anniversary rating date.

You must preserve your anniversary rating date and payroll records that formed the basis for this declaration because we are required to verify the reported information in order to apply any premium credit.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN VIRGINIA (CONT'D)
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE
Form 45-3B Contracting Classification—Premium Credit Application**

Thank you for your cooperation.
Sincerely,

WORKERS COMPENSATION—PREMIUM CREDIT APPLICATION

INSURED: _____

| POLICY NO. | POLICY EFFECTIVE DATE | ANNIVERSARY RATING DATE (as defined in NCCI's <i>Basic Manual</i>) |
|------------|-----------------------------|--|
| _____ | _____ | _____ |

**CARRIER
NAME:** _____

Note: Unless code(s), total wages paid, total hours worked, and calendar quarter reported are indicated and application is signed, it cannot be processed. Contact your agent or carrier if assistance is desired.

Is this a new business? No Yes

If no, submit information for the third calendar quarter (July, August, September) of the preceding calendar year as reported to taxing authorities.

If yes, submit information for the first complete calendar quarter following the effective date of your workers compensation policy.

The following is based on actual wages and hours worked, as reflected in our payroll records, for the complete calendar quarter ending _____.

“Contracting classifications” are those classifications subject to the following code numbers:

| | | | | | | | |
|------|------|------|------|------|------|-----------------|------|
| 0042 | 5037 | 5190 | 5445 | 5508 | 6005 | 6233 | 7538 |
| 0050 | 5040 | 5213 | 5462 | 5535 | 6017 | 6235 | 7601 |
| 1322 | 5057 | 5215 | 5472 | 5537 | 6018 | 6236 | 7605 |
| 4605 | 5059 | 5221 | 5473 | 5551 | 6045 | 6237 | 7611 |
| 2799 | 5067 | 5222 | 5474 | 5606 | 6204 | 6251 | 7612 |
| 3365 | 5069 | 5223 | 5478 | 5610 | 6206 | 6252 | 7613 |
| 3719 | 5102 | 5348 | 5479 | 5645 | 6213 | 6260 | 7855 |
| 3724 | 5146 | 5402 | 5480 | 5651 | 6214 | 6306 | 8227 |
| 3726 | 5160 | 5403 | 5491 | 5703 | 6216 | 6319 | 9534 |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX E—CLASSIFICATIONS BY HAZARD GROUP

**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN VIRGINIA (CONT'D)
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE
Form 45-3B Contracting Classification—Premium Credit Application**

| | | | | | | | |
|------|------|------|------|------|------|------|------|
| 5020 | 5183 | 5437 | 5506 | 5705 | 6217 | 6325 | 9554 |
| 5022 | 5188 | 5443 | 5507 | 6003 | 6229 | 6400 | |

| CLASSIFICATION | CODE | TOTAL VIRGINIA WAGES PAID* | TOTAL HOURS WORKED |
|------------------------------|------|----------------------------|--------------------|
| Example: Electrical Wiring | 5190 | \$8,000 | 520 |
| Contracting Classifications: | | | |
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* For each classification code, combine all wages for that code in a single entry. Employee names are not required.

For each application classification (both contracting and noncontracting) covering your company’s operations in the Commonwealth of Virginia, report the total Virginia payroll reported to the Virginia Employment Commission, as well as the entire pay for any exempt sole proprietor, partner, or officer, and the corresponding total number of hours worked, for the third calendar quarter (July, August, September) of the year preceding your anniversary rating date as reported to taxing authorities.

SIGNATURE: _____ **POSITION:** _____ **DATE:** _____

This application must be completed and signed or it will not be processed.

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN VIRGINIA
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE
Form 45-3C Contracting Classification—Premium Credit Application
(This Exhibit Shows Changes to be Implemented 5/1/2017 in Virginia due to Item B-1430)**

(Name of Insured)
(Address)
(City, State, Zip Code)

**VIRGINIA CONTRACTING CLASSIFICATION PREMIUM ADJUSTMENT PROGRAM (CCPAP) WORKERS
COMPENSATION PREMIUM CREDIT APPLICATION (FORM 45-3 BC)**

The Virginia Contracting Classification Premium Adjustment program is applicable to qualifying employers engaged in contracting operations and is applicable to policies with effective dates on or after January 1, 1997. In order to qualify for the program, more than 50% of your manual premium must be attributable to one or more contracting classifications (as designated in the program) and you must be experience rated.

A special premium calculation, which may result in a premium credit for you, will be based on average hourly pay rates for each contracting classification. In order that your premium may be correctly established, please return the completed premium credit application, as set out on the reverse side of this letter, to:

~~National Council on Compensation Insurance, Inc.~~
NCCI
Customer Service Center
901 Peninsula Corporate Circle
Boca Raton, Florida 33487-13620998

NCCI will advise of any premium credit applicable.

If NCCI does not receive this application within 180 days after policy inception or receipt of notification, your premium calculation will not reflect any possible premium credit.

For each applicable classification (both contracting and noncontracting) covering your company's operations in the Commonwealth of Virginia, report the total Virginia payroll reported to the Virginia Employment Commission and the corresponding total number of hours worked, for the third calendar quarter (July, August, September) of the year preceding your policy effective anniversary rating date as reported to taxing authorities.

- Note #1: If you did not engage in contracting operations during the third calendar quarter, provide the requested information for the last complete calendar quarter prior to the policy effective anniversary rating date of your workers compensation policy.
- Note #2: If you are a new business (no prior operations), submit the requested information for the first complete calendar quarter following the policy effective anniversary rating date of your workers compensation policy when available.
- Note #3: In the absence of specific records for salaried employees, you should assume that each individual worked ~~forty (40)~~ hours a week. Payroll for partners, sole proprietors, and corporate officers subject to contracting classifications will be allocated according to appropriate **Basic Manual** minimums and maximums payroll limitations.
- Note #4: ~~In the absence of a specific anniversary rating date being supplied on the application, it will be assumed that the policy effective date is the same as the anniversary rating date.~~

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

**EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN VIRGINIA (CONT'D)
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE
Form 45-3C Contracting Classification—Premium Credit Application
(This Exhibit Shows Changes to be Implemented 5/1/2017 in Virginia due to Item B-1430)**

You must preserve your ~~anniversary rating date~~ and payroll records that formed the basis for this declaration because we are required to verify the reported information in order to apply any premium credit.

Thank you for your cooperation.
Sincerely,

WORKERS COMPENSATION—PREMIUM CREDIT APPLICATION

INSURED: _____

| | | | |
|-------------------|------------------------------|--|-------|
| | | | |
| POLICY NO. | POLICY EFFECTIVE DATE | ANNIVERSARY RATING DATE (as defined in NGCI's <i>Basic Manual</i>) | |
| _____ | _____ | _____ | _____ |

CARRIER NAME: _____

Note: Unless code(s), total wages paid, total hours worked, and calendar quarter reported are indicated and application is signed and dated, it cannot be processed. Contact your agent or carrier if assistance is desired.

Is this a new business? No Yes

If no, submit information for the third calendar quarter (July, August, September) of the year preceding the policy effective date ~~calendar year~~ as reported to taxing authorities.

If yes, submit information for the first complete calendar quarter following the effective date of your workers compensation policy.

The following is based on actual wages and hours worked, as reflected in our payroll records, for the complete calendar quarter ending _____.

“Contracting classifications” are those classifications subject to the following code numbers:

| | | | | | | | |
|------|------|------|------|------|------|------|------|
| 0042 | 5040 | 5213 | 5462 | 5535 | 6017 | 6235 | 7605 |
| 0050 | 5057 | 5215 | 5472 | 5537 | 6018 | 6236 | 7611 |
| 1322 | 5059 | 5221 | 5473 | 5551 | 6045 | 6237 | 7612 |
| 2799 | 5067 | 5222 | 5474 | 5606 | 6204 | 6251 | 7613 |
| 3365 | 5069 | 5223 | 5478 | 5610 | 6206 | 6252 | 7855 |
| 3719 | 5102 | 5348 | 5479 | 5645 | 6213 | 6306 | 8227 |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 9—STATE-SPECIFIC FORM APPLYING IN VIRGINIA (CONT'D)
FORMS MANUAL OF WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE
Form 45-3C Contracting Classification—Premium Credit Application
(This Exhibit Shows Changes to be Implemented 5/1/2017 in Virginia due to Item B-1430)

| | | | | | | | |
|------|------|------|------|------|------|------|------|
| 3724 | 5146 | 5402 | 5480 | 5651 | 6214 | 6319 | 9534 |
| 3726 | 5160 | 5403 | 5491 | 5703 | 6216 | 6325 | 9554 |
| 5020 | 5183 | 5437 | 5506 | 5705 | 6217 | 6400 | |
| 5022 | 5188 | 5443 | 5507 | 6003 | 6229 | 7538 | |
| 5037 | 5190 | 5445 | 5508 | 6005 | 6233 | 7601 | |

| CLASSIFICATION | CODE | TOTAL VIRGINIA WAGES PAID* | TOTAL HOURS WORKED |
|------------------------------|------|----------------------------|--------------------|
| Example: Electrical Wiring | 5190 | \$8,000 | 520 |
| Contracting Classifications: | | | |
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* For each classification code, combine all wages for that code in a single entry. Employee names are not required.

For each applicable application classification (both contracting and noncontracting) covering your company's employer's operations in the Commonwealth of Virginia, report the total Virginia payroll reported to the Virginia Employment Commission, as well as the entire pay for any exempt sole proprietor, partner, or officer), and the corresponding total number of hours worked, for the third calendar quarter (July, August, September) of the year preceding your policy effective anniversary rating date as reported to taxing authorities.

SIGNATURE: _____ POSITION: _____ DATE: _____

This application must be completed and signed or it will not be processed.

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 10
STATISTICAL PLAN—2008 EDITION
PART 6—CODING VALUES
H. STATISTICAL CODES

2. PREMIUM AMOUNT *NOT SUBJECT* TO EXPERIENCE MODIFICATION FACTOR

Premium Amount *Not Subject* to Experience Modification Factor

| Description | Stat Code | Premium Credit (-) or Debit (+) | Applicable States | Effective Date | Discontinuation Date |
|--|-----------|---------------------------------|--|-----------------|----------------------|
| Non-Ratable Portion of Class Code Rate | 0761 | + | OK | 01/87 | <u>12/31/16</u> |
| | | | TN | 01/87 | <u>02/28/17</u> |
| | 0770 | + | GA | 01/87 | <u>02/28/17</u> |
| | 0771 | + | All States Except <u>GA</u> , NV and TX | 07/98 | |
| | | | <u>GA</u> | <u>03/01/16</u> | |
| | 0775 | + | GA | 01/87 | <u>02/28/17</u> |
| | 0779 | + | All States Except <u>GA</u> , LA, RI, and TX | 01/87 | |
| | 0779 | + | GA | 01/87 | <u>02/28/17</u> |

ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP

EXHIBIT 11

ASSIGNED CARRIER PERFORMANCE STANDARDS
PERFORMANCE STANDARD 4—LOSS PREVENTION
(APPLIES IN: AL, AZ, CT, DC, DE, ID, IL, IA, NV, NC, NJ, SC, VA, WV)

(APPROVAL REQUIRED IN: AR, GA, IN, KS, MS, NH, SD)

D. Qualifying Employers and Survey Location Determination

Loss Prevention Survey Table

| Premium Range | Governing Classification Codes |
|----------------------|--|
| \$50,000 and over | All employers, regardless of governing classification code. |
| \$20,000 to \$49,999 | 0037 0042 0050 0083 0106 0401 1005 1016 1164 1165 |
| | 1320 1322 1438 1472 1624 1741 1803 4852 2095 2701 |
| | 2702 2709 2710 2802 2883 2916 3030 3507 3632 3724 |
| | 3821 4420 4511 4581 4583 4635 4771 4828 4829 5022 |
| | 5037 5040 5057 5059 5069 5183 5190 5213 5348 5403 |
| | 5437 5445 5474 5506 5535 5551 5610 5645 6204 6217 |
| | 6235 6251 6252 6260 6319 6702 6703 6704 6834 6836 |
| | 6854 6872 6874F 6882 6884 7038 7050 7090 7098 7099 |
| | 7228 7229 7309F 7317F 7350F 7370 7403 7420 7422 7425 |
| | 7431 7515 7539 7610 7705 7710 7711 8018 8021 8215 |
| | 8227 8265 8279 8288 8292 8293 8380 8824 8826 8829 |
| | 8831 8832 8833 8835 8842 8864 8868 9014 9015 9016 |
| | 9082 9083 9088 9156 9178 9180 9186 9403 |
| | \$1 to \$19,999 |

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 11

**ASSIGNED CARRIER PERFORMANCE STANDARDS
PERFORMANCE STANDARD 4—LOSS PREVENTION
(APPROVAL REQUIRED IN: AK)**

D. Qualifying Employers and Survey Location Determination

Change the Loss Prevention Survey Table as follows:

Loss Prevention Survey Table

| Premium Range | Governing Classification Codes | | | | | | | | | |
|----------------------|---|---|-----------------|------|------|------|------|-----------------|------|------|
| \$35,000 and over | All employers, regardless of governing classification code. | | | | | | | | | |
| \$25,000 to \$34,999 | 0037 | 0042 | 0050 | 0083 | 0106 | 0401 | 1005 | 1016 | 1164 | 1165 |
| | 1320 | 1322 | 1438 | 1472 | 1624 | 1741 | 1803 | 4852 | 2095 | 2702 |
| | 2710 | 2725 | 2802 | 2883 | 2916 | 3030 | 3507 | 3632 | 3724 | 3821 |
| | 4420 | 4511 | 4581 | 4583 | 4635 | 4771 | 4828 | 4829 | 5022 | 5037 |
| | 5040 | 5057 | 5059 | 5069 | 5183 | 5190 | 5213 | 5348 | 5403 | 5437 |
| | 5445 | 5474 | 5506 | 5535 | 5551 | 5610 | 5645 | 6204 | 6217 | 6235 |
| | 6251 | 6252 | 6260 | 6319 | 6702 | 6703 | 6704 | 6834 | 6836 | 6854 |
| | 6872 | 6874F | 6882 | 6884 | 7038 | 7050 | 7090 | 7098 | 7099 | 7219 |
| | 7309F | 7317F | 7350F | 7370 | 7405 | 7414 | 7420 | 7422 | 7425 | 7431 |
| | 7515 | 7539 | 7610 | 7710 | 7711 | 8018 | 8021 | 8215 | 8227 | 8265 |
| | 8279 | 8288 | 8292 | 8293 | 8380 | 8824 | 8826 | 8829 | 8831 | 8832 |
| | 8833 | 8835 | 8842 | 8864 | 8868 | 9014 | 9015 | 9016 | 9082 | 9083 |
| | 9088 | 9156 | 9178 | 9180 | 9186 | 9403 | | | | |
| | \$1 to \$24,999 | At assigned carrier's discretion, based on sound underwriting judgment. | | | | | | | | |

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 11

**ASSIGNED CARRIER PERFORMANCE STANDARDS
PERFORMANCE STANDARD 4—LOSS PREVENTION
(APPROVAL REQUIRED IN: GA)**

D. Qualifying Employers and Survey Location Determination

Add the following to the Loss Prevention Survey Table:

Loss Prevention Survey Table

| Premium Range | Additional Governing Classification Codes | | | |
|----------------------|--|------|------|------|
| \$20,000 to \$49,999 | 1474 | 4770 | 4773 | 4775 |

**ITEM B-1431—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND APPENDIX
E—CLASSIFICATIONS BY HAZARD GROUP**

EXHIBIT 11

**ASSIGNED CARRIER PERFORMANCE STANDARDS
PERFORMANCE STANDARD 4—LOSS PREVENTION
(APPROVAL REQUIRED IN: OR)**

D. Qualifying Employers and Survey Location Determination

Change the Loss Prevention Survey Table as follows:

Loss Prevention Survey Table

| Premium Range | Governing Classification Codes | | | | | | | | | |
|----------------------|---|---|-----------------|------|------|------|------|-----------------|------|------|
| \$50,000 and over | All employers, regardless of governing classification code. | | | | | | | | | |
| \$20,000 to \$49,999 | 0037 | 0042 | 0050 | 0083 | 0106 | 0401 | 1005 | 1016 | 1164 | 1165 |
| | 1320 | 1322 | 1438 | 1472 | 1624 | 1741 | 1803 | 4852 | 2095 | 2702 |
| | 2710 | 2714 | 2725 | 2802 | 2883 | 3030 | 3507 | 3632 | 3724 | 3821 |
| | 4420 | 4511 | 4581 | 4583 | 4635 | 4771 | 4828 | 4829 | 5022 | 5040 |
| | 5057 | 5059 | 5069 | 5183 | 5190 | 5213 | 5348 | 5403 | 5437 | 5445 |
| | 5474 | 5506 | 5535 | 5551 | 5610 | 5645 | 5651 | 6204 | 6217 | 6235 |
| | 6251 | 6252 | 6260 | 6319 | 6702 | 6703 | 6704 | 6834 | 6836 | 6854 |
| | 6872 | 6874F | 6882 | 6884 | 7038 | 7050 | 7090 | 7098 | 7099 | 7219 |
| | 7309F | 7317F | 7350F | 7370 | 7403 | 7420 | 7422 | 7425 | 7431 | 7515 |
| | 7539 | 7610 | 7705 | 7710 | 8018 | 8021 | 8215 | 8227 | 8265 | 8279 |
| | 8288 | 8292 | 8293 | 8380 | 8411 | 8824 | 8826 | 8831 | 8832 | 8833 |
| | 8835 | 8842 | 8864 | 8868 | 9014 | 9015 | 9016 | 9079 | 9088 | 9156 |
| | 9178 | 9180 | 9186 | 9310 | 9403 | | | | | |
| | \$1 to \$19,999 | At assigned carrier's discretion, based on sound underwriting judgment. | | | | | | | | |