

May 3, 2005

ALL ASSOCIATION MEMBERS

Circular Letter No. 05-1447

**RE: NCCI Item B-1387 – Revision of Basic Manual Classifications**

The Minnesota Department of Commerce has approved the above filing to become effective 12:01 a.m., January 1, 2008, for new and renewal business.

The purpose of the above filing item is to amend the classification treatment of the following two industries:

- ◆ CHARITABLE OR WELFARE ORGANIZATIONS & GROUP HOMES
- ◆ BOTTLING OPERATIONS

CHARITABLE OR WELFARE ORGANIZATIONS & GROUP HOMES

The first section of Item B-1387 involves reclassification of the group home/shelter industry. Employees currently classified under Code 8861—Charitable or Welfare Organization—Professional Employees & Clerical and Code 9110—Charitable or Welfare Organization—Nonprofessional Employees & Drivers will be reassigned to two newly created classification codes that better describe the group home industry. At the same time, a cross-reference will be added to an existing class code to clarify the inclusion of certain operations previously classified under Codes 8861/9110.

BOTTLING OPERATIONS

The second section of Item B-1387 involves the bottling industry and merges Code 2156 into 2157. It is important to note, however, that **Code 2156 does not apply in Minnesota**. This portion of B-1387 also includes phraseology/cross-reference changes relating Code 2157 which Minnesota will incorporate.

NCCI's original filing proposal also includes a three-year rate transition program beginning July 1, 2005. At the end of this three-year transition program, Codes 8861 and 9110 are eliminated and Codes 8842 and 8864 become effective. **PLEASE NOTE: NCCI'S RATE TRANSITION PROGRAM IS NOT APPROVED AS PART OF ITEM B-1387 IN MINNESOTA.** Instead, Code 8861 and Code 9110 will continue to be rated under normal Minnesota procedures until January 1, 2008. At that time, the data for Codes 8861 and 9110 in Minnesota will be reassigned to Code 8842 and Code 8864. New data under Code 8842 and Code 8864 will be added to the development of the Pure Premium Base Rates for each code until Code 8842 and Code 8864 develop rates based on their own data. Although Minnesota is not participating in NCCI's transition program, for consistency purposes, changes in connection with Item B-1387 will not become effective in Minnesota until 2008.

### **ADDENDUM TO B-1387**

After National Council released Item B-1387, they issued an addendum to correct omissions made in the preparation of their original filing exhibits. Minnesota's Addendum Exhibit VII illustrates the additional changes necessary to incorporate NCCI addendum information into Item B-1387. In cases where NCCI's Addendum exhibits are illustrating changes Minnesota already incorporated into our original filing materials, these changes are either omitted from Minnesota's Addendum exhibit or duplicated wherever additional Minnesota language is now needed. [NCCI's Addendum to Item B-1387 was released as an attachment to NCCI Item B-1394. It should be noted that Minnesota will respond to Item B-1394 at a later date as a separate filing.]

As you review the attached filing exhibits, please remember the following:

- **NCCI's RATE TRANSITION PROGRAM IS NOT APPROVED IN MINNESOTA**
- **CODE 2156 DOES NOT APPLY IN MINNESOTA**
- **ITEM B-1387 IS NOT EFFECTIVE UNTIL 01/01/2008**

Exhibits I, II, IV, V, VI, and Addendum VII illustrate the changes necessary to the **Basic Manual** and **Retrospective Rating Plan Manual** to implement Item B-1387 in Minnesota. Strikethroughs represent deleted language and underlining represents added text. Minnesota deviations from NCCI's original filing exhibits are marked as "Minnesota Exceptions". A copy of National Council's original filing memorandum and addendum are included to provide additional background information on Item B-1387. [Please note: exhibit number III was omitted from the Minnesota filing for consistency with NCCI's original exhibit numbers.]

Please direct any questions you may have regarding this filing item to MWCIA's Member & Customer Services' staff at 952.897.1737 (Option 1) or via email at [info@mwcia.org](mailto:info@mwcia.org).

### **A NOTICE TO MEMBERSHIP:**

The Minnesota Department of Commerce requests that MWCIA remind its members that the above filing only applies automatically to insurance companies who have filed a Limited Power of Attorney agreement with our Commerce Department. A properly executed Limited Power of Attorney authorizes MWCIA to make filings on behalf of individual insurance companies. Any insurance company who has not filed a Limited Power of Attorney must independently submit the changes represented in each filing item to the Minnesota Department of Commerce for their approval.



BASIC MANUAL

PART TWO — CLASSIFICATIONS

Effective 1-1-2008

CURRENT PHRASEOLOGY:		PROPOSED PHRASEOLOGY:	
Code No.	Classification	Code No.	Classification
	<b>CHARITABLE OR WELFARE ORGANIZATION.</b> Stores to be separately rated.		NONE
<del>8864</del>	<del>Professional Employees &amp; Clerical</del>	NONE	NONE
<del>9110</del>	<del>All Other Employees &amp; Drivers</del>	NONE	NONE
	<b>WELFARE OR CHARITABLE ORGANIZATION.</b> Stores to be separately rated.		NONE
<del>8864</del>	<del>Professional Employees &amp; Clerical</del>	NONE	NONE
<del>9110</del>	<del>All Other Employees &amp; Drivers</del>	NONE	NONE
NONE	NONE	<u>8842</u>	<b><u>GROUP HOMES – ALL EMPLOYEES &amp; SALESPERSONS, DRIVERS</u></b>
	NONE		Includes group homes, group foster homes, halfway houses that provide rehabilitation services, shelters, and independent supportive living homes for mentally, physically or emotionally challenged individuals. Juvenile detention centers, “boot camps”, and halfway houses for convicts are to be separately rated to Code 7720. Detoxification, treatment, and rehabilitation of alcoholics or narcotic addicts are separately rated to the appropriate hospital classification codes. Refer to Code 8864 for social service organizations.
NONE	NONE	<u>7720</u>	<b><u>JUVENILE DETENTION CENTER – ALL EMPLOYEES &amp; SALESPERSONS, DRIVERS</u></b>
	NONE		Includes halfway homes, juvenile detention centers, “boot camps”, or homes for convicts. Refer to Code 8842 for group homes, group foster homes, halfway houses that provide rehabilitation services, shelters, and independent supportive living homes for mentally, physically or emotionally challenged individuals.
	NONE		<b>ADD MN EXCEPTION:</b>
NONE	NONE	<u>8864</u>	<b><u>SOCIAL SERVICES ORGANIZATION – ALL EMPLOYEES &amp; SALESPERSONS, DRIVERS</u></b>

BASIC MANUAL

PART TWO — CLASSIFICATIONS

Effective 1-1-2008

CURRENT PHRASEOLOGY:		PROPOSED PHRASEOLOGY:	
Code No.	Classification	Code No.	Classification
	NONE		<p>Applicable to institutions that provide social services to mentally, physically or emotionally challenged persons. Social service organizations may offer these individuals temporary sleeping accommodations, meals, on-site counseling or client assessments, education, training, and employment and offer limited medical services such as first aid. Includes employees who may, among other services, counsel, advise, guide, direct, or instruct clients. Refer to Code 8842 for group homes, group foster homes, halfway houses that provide rehabilitation services, shelters, and independent supportive living homes for mentally, physically or emotionally challenged individuals. Refer to Code 7720 for juvenile detention centers, "boot camps", and halfway houses for convicts. Detoxification, treatment, and rehabilitation of alcoholics or narcotic addicts are separately rated to the appropriate hospital classification codes. Separately rate business ventures operated by social service organizations.</p>

Effective 1-1-2008

**BASIC MANUAL**

Deductible Insurance

Table of Classifications by Hazard Group

<b>Code No.</b>	<b>Hazard Group</b>
<u>8842</u>	<u>II</u>
<del>8864</del>	<del>II</del>
<u>8864</u>	<u>II</u>
<del>9110</del>	<del>II</del>

**RETROSPECTIVE RATING PLAN MANUAL**

Part Four F

Table of Classifications by Hazard Group

<b>Code No.</b>	<b>Hazard Group</b>
<u>8842</u>	<u>II</u>
<del>8864</del>	<del>II</del>
<u>8864</u>	<u>II</u>
<del>9110</del>	<del>II</del>

BASIC MANUAL

PART TWO — CLASSIFICATIONS  
Effective 1-1-2008

CURRENT PHRASEOLOGY:		PROPOSED PHRASEOLOGY:	
Code No.	Classification	Code No.	Classification
	<b>BOTTLING</b>		<b>BOTTLING</b>
2156	<del>Not Carbonated Liquids or Spirituous Liquors &amp; Route Supervisors, Drivers.</del> Includes sign erection or repair. Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2156 are conducted as a separate and distinct business.	NONE	NONE
	<b>MN EXCEPTION:</b>		<b>DELETE MN EXCEPTION</b>
2157	<del><b>BOTTLING — Not Carbonated Liquids or Spirituous Liquors &amp; Route Supervisors, Drivers.</b></del> Includes sign erection or repair. Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2157 are conducted as a separate and distinct business.		NONE
2157	<b>NOG &amp; ROUTE SUPERVISORS, DRIVERS.</b> Includes sign erection or repair.	2157	<u>— ALL OPERATIONS &amp; ROUTE SUPERVISORS, DRIVERS.</u> Includes sign erection or repair. <u>Shall not be assigned to a risk engaged in operations described by another classification unless the operations subject to Code 2157 are conducted as a separate and distinct business.</u>
	NONE		<b>ADD MN EXCEPTION:</b>
NONE	NONE	2157	<u><b>CARBONATED BEVERAGE MFG. — ALL OPERATIONS &amp; ROUTE SUPERVISORS, DRIVERS.</b></u> Includes sign erection or repair.
	NONE		<b>ADD MN EXCEPTION:</b>
NONE	NONE	2131	<u><b>SPIRITUOUS LIQUOR.</b></u> Includes warehousing, rectifying, or blending. <u>Distilling of spirituous liquor to be separately rated as Code 2130 — Spirituous Liquor Distillery.</u>
2157	<b>CARBONATED BEVERAGE MFG. NOG &amp; ROUTE SUPERVISORS, DRIVERS.</b> Includes sign erection or repair.	2157	<b>CARBONATED BEVERAGE MFG. — ALL OPERATIONS &amp; ROUTE SUPERVISORS, DRIVERS.</b> Includes sign erection or repair.

EXHIBIT V

BASIC MANUAL

RULES AND PROCEDURES

**PROPOSED MN EXCEPTION:**

III. POLICY WRITING PROCEDURE

C. Classification Codes and Statistical Codes

The following code numbers are applicable for use in Minnesota:

0005	1803	2683	3307	4130	4828	6235	7327S	8045	8800	9149	9826
0006	1852	2686	3315	4131	4829	6236	7333	8047	8803	9154	9827
0008	1853	2688	3334	4133	4902	6237	7335	8048	8805	9156	9828
0016	1860	2702	3341	4150	4923	6248	7337	8050	8810	9178	9829
0034	1924	2710	3365	4206	5000	6251	7350F	8052	8814	9179	9830
0035	1925	2714	3372	4207	5020	6252	7360	8058	8815	9180	9831
0042	2001	2729	3373	4239	5022	6260	7370	8072	8820	9182	9832
0050	2002	2731	3382	4240	5037	6306	7380	8102	8824	9186	9833
0059	2003	2735	3383	4243	5040	6319	7382	8103	8825	9220	9834
0063	2014	2759	3385	4244	5057	6325	7390	8106	8826	9402	9835
0064	2016	2790	3400	4250	5059	6400	7394	8107	8828	9403	9836
0065	2021	2802	3507	4251	5102	6504	7395	8111	8829	9410	9837
0066	2039	2812	3515	4263	5146	6702	7398	8116	8830	9501	9840
0067	2041	2881	3548	4273	5160	6703	7403	8203	8831	9516	9846
0076	2065	2883	3559	4279	5183	6704	7405	8204	8832	9519	9848
0079	2070	2915	3571	4283	5188	6801F	7409	8209	8833	9521	9849
0106	2081	2916	3574	4299	5190	6811	7420	8215	8835	9522	9874
0113	2089	2923	3612	4304	5191	6824F	7421	8227	8842	9534	9879
0133	2095	2960	3620	4307	5192	6826F	7422	8232	8844	9539	9880
0147	2105	3004	3629	4308	5213	6834	7423	8233	8845	9554	9885
0148	2111	3018	3632	4314	5215	6836	7425	8235	8861	9586	9886
0170	2121	3022	3634	4351	5221	6843F	7431	8263	8864	9600	9887
0174	2130	3027	3635	4352	5222	6845F	7502	8264	8868	9620	9889
0179	2131	3028	3638	4361	5348	6845S	7515	8265	8869	9663	9985
0251	2150	3030	3642	4410	5403	6854	7520	8279	8901	9664	
0400	2157	3040	3643	4420	5437	6872F	7529	8280	9012	9680	
0401	2172	3042	3647	4432	5445	6874F	7538	8284	9014	9721	
0900	2174	3064	3648	4452	5462	6882	7539	8285	9015	9722	
0908	2211	3066	3681	4459	5472	6884	7540	8286	9016	9723	
0909	2220	3076	3685	4470	5473	7016	7580	8291	9033	9724	
0912	2286	3081	3719	4484	5474	7024	7590	8292	9034	9740	
0913	2288	3082	3724	4493	5478	7038	7600	8293	9036	9742	
0917	2302	3085	3726	4511	5479	7046	7601	8304	9037	9743	
0930	2305	3110	3803	4557	5480	7047	7605	8350	9039	9803	
0931	2361	3111	3807	4558	5491	7050	7610	8353	9040	9804	
0990	2362	3113	3808	4568	5506	7090	7706	8380	9044	9805	
0994	2380	3114	3821	4581	5507	7098	7708	8381	9046	9806	
0998	2388	3126	3822	4583	5508	7099	7720	8385	9052	9807	
1111	2402	3131	3824	4611	5536	7151	7855	8392	9054	9808	
1164	2413	3132	3826	4635	5538	7152	8001	8393	9058	9809	
1165	2416	3145	3827	4653	5551	7153	8002	8395	9059	9810	
1320	2417	3146	3830	4665	5606	7201	8006	8500	9060	9811	
1322	2501	3169	3851	4670	5645	7207	8008	8601	9061	9812	
1430	2503	3175	3881	4683	5649	7222	8013	8606	9062	9813	
1438	2534	3179	4000	4686	5651	7228	8015	8709F	9063	9814	
1452	2570	3180	4021	4692	5703	7229	8017	8719	9077F	9815	
1463	2576	3188	4024	4693	5705	7230	8018	8720	9077S	9816	
1472	2578	3220	4034	4703	5951	7231	8021	8721	9082	9817	
1624	2585	3223	4036	4720	6003	7232	8029	8726F	9083	9818	
1642	2586	3224	4038	4740	6017	7309F	8031	8726S	9084	9819	
1654	2587	3227	4053	4741	6204	7309S	8032	8734	9088	9820	
1655	2623	3241	4061	4751	6213	7313F	8033	8737	9093	9821	
1699	2640	3255	4062	4767	6216	7313S	8034	8738	9101	9822	
1701	2651	3257	4101	4771	6217	7317F	8036	8742	9102	9823	
1710	2660	3300	4112	4777	6229	7317S	8039	8745	9108	9824	
1747	2670	3303	4114	4825	6233	7327F	8044	8748	9110	9825	

For further details and complete phraseologies, please refer to the *Classification Codes and Statistical Codes for Workers Compensation and Employers Liability Insurance Manual* or visit MWCIA's website @ [www.mwcia.org](http://www.mwcia.org).

EXHIBIT VI  
 BASIC MANUAL  
 RULES AND PROCEDURES

**PROPOSED MN EXCEPTION**

**III. POLICY WRITING PROCEDURI**

**C. Classification Codes and Statistical Codes**

Classification code numbers applicable for use in Minnesota:

PHRASEOLOGY	CLASSIFICATION CODE
ABRASIVE PAPER OR CLOTH PREPARATION	1860
ACOUSTICAL CEILING TILE INSTALL - SUSPENDED GRIDTYPE	5020
AGATE OR ENAMEL WARE MFG	3224
AGRICULTURAL OR CONSTRUCTION MACHINERY MFG	3507
AIR CARRIER - COMMUTER: FLYING CREW	7431
AIR CARRIER - SCHED OR SUPPL - ALL OTHER EMPL & D	7403
AIR CARRIER - SCHED OR SUPPL - FLYING CREW	7405
AIR CONDITIONING SYSTEMS - NON-PORTABLE: DUCTWORK - SHOP & OUTSIDE & DRIVERS	5536
AIRCRAFT ENGINE MFG	3826
AIRCRAFT OPERATION NOC: HELICOPTERS - FLYING CREW	7425
AIRCRAFT OR HELICOPTER OPER: ALL OTHER EMPL & D	7423
AIRCRAFT/HELICOPTER OPER: SALES,SERVICE AGENCY - FLY CREW	7422
AIRCRAFT/HELICOPTER OPER: TRANSPORT PERSONNEL - FLY CREW	7421
AIRCRAFT/HELICOPTER OPER: AERIAL APPL - FLYING CREW	7409
AIRCRAFT/HELICOPTER OPER: PUBLIC EXHIB - FLYING CREW	7420
AIRPLANE MFG	3830
ALUMINUM WARE MFG	3227
AMUSEMENT DEVICE OPERATION NOC - NOT TRAVELING - & D	9180
AMUSEMENT DEVICE OPERATOR - TRAVELING - ALL EMPL & D	9186
AMUSEMENT PARK OR EXHIBITION: OPERATION & DRIVERS	9016
ANALYTICAL CHEMIST - INCL LAB & OUTSIDE EMPL	4511
ARTIFICIAL INSEMINATION OF CATTLE: PROF EMPL	5951
ASBESTOS CONTRACTOR NOC	5473
ASBESTOS CONTRACTOR-PIPE & BOILER WORK EXCLUSIVELY	5472
ASBESTOS GOODS MFG	1852
ASPHALT OR TAR DISTILLING OR REFINING & D	4741
ASPHALT WORKS & D	1463
ATHLETIC TEAM OR PARK: CONTACT SPORTS	9179
ATHLETIC TEAM OR PARK: NON-CONTACT SPORTS	9178
ATHLETIC TEAM OR PARK: OPERATION & D	9182
ATTORNEY - ALL EMPLOYEES & CLERICAL, MESSENGERS, D	8820
AUDITORS/ACCTS/COMPUTER PROGRAMMER-TRAVELING	8803
AUTO BODY REPAIR/METAL/FIBERGLASS/INCL PAINT/UPHOL	8393
AUTO LIGHTING,IGNITION,STARTING APPARATUS MFG NOC	3648
AUTO RENTAL CO: ALL OTHER EMPL & COUNTERHELP, D	8002
AUTO SALES, SERVICE OR REPAIR CTR & D (INCL PARTS)	8380
AUTO,BUS,TRUCK OR TRAILER BODY MFG NOC	3824
AUTO,BUS,TRUCK OR TRAILER BODY MFG - DIE PRESS STEEL	3822
AUTOMATIC SPRINKLER INSTALLATION & D	5188
AUTOMOBILE DISMANTLING & D - INCL STORE OPER	3821
AUTOMOBILE ENGINE MFG	3827
AUTOMOBILE MFG OR ASSEMBLY	3808
AUTOMOBILE RADIATOR MFG	3807
AUTOMOBILE SALESPERSONS	8748
AUTOMOBILE STORAGE GARAGE OR PARKING STATION & D	8392
AUTOMOBILE WHEEL MFG - NOT CAST	3803
AWNING OR TENT MFG - SHOP	2576
BAG MFG - PAPER OR PLASTIC	4273
BAG OR SACK MFG - CLOTH	2578
BAKERY & DRIVERS,ROUTE SUPERVISORS	2003



EXHIBIT VI  
BASIC MANUAL  
RULES AND PROCEDURES

BALL OR ROLLER BEARING MFG	3638
BAR,DISCOTHEQUE,LOUNGE,NIGHT CLUB OR TAVERN	9084
BARBER SHOP OR BEAUTY PARLOR/HAIR STYLING SALON	9586
BATTERY MFG - DRY	3642
BATTERY MFG - STORAGE	3647
BED SPRING OR WIRE MATTRESS MFG	3300
BEER OR ALE DEALERS - WHOLESALE & DRIVERS	7390
BLACKSMITHING	3111
BOAT BUILDING OR REPAIR & D (STATE ACT)	6834
BOAT BUILDING OR REPAIR & D (US ACT)	6824F
BOAT BUILDING - WOOD - NOC & D, INCL SHOP & YARD(STATE	6811
BOAT BUILDING - WOOD - NOC & D, INCL SHOP & YARD(US ACT)	6801F
BOAT LIVERY - BOATS UNDER 15 TONS (US ACT)	7050
BOILER INSTALLATION OR REPAIR	3726
BOILERMAKING	3620
BOOK, RECORD, CD, VIDEO OR AUDIO STORE - RETAIL	8072
BOOKBINDING	4307
BOOT OR SHOE MFG	2660
BOTTLING NOC & ROUTE SUPERVISORS, D	2157
BOWLING LANE	9093
BOX MFG - FOLDING PAPER NOC	4243
BOX MFG - SET UP PAPER	4240
BOX OR BOX SHOOK MFG	2759
BRASS OR COPPER GOODS MFG	3315
BREAKFAST FOOD MFG	2016
BREWERY & D	2121
BRICK OR CLAY PRODUCTS MFG NOC & D	4021
BUILDING MATERIAL DEALER - NEW MAT ONLY: STORE EMPL	8058
BUILDING MATERIAL DEALER - NEW - ALL OTHER EMPL & YD, D	8232
BUILDING MATERIAL YARD - USED - & LOCAL MGRS, D	8204
BUILDING RAISING OR MOVING & D	5703
BUILDINGS - OPERATION BY CONTRACTORS	9014
BUILDINGS - OPERATION BY OWNER OR LESSEE	9015
BUILDINGS - OPER BY OWNER, MGMT FIRM: PROF EMPL & C, S	9012
BURGLAR, FIRE, INTERCOMM, SOUND INSTALL OR REPAIR & D	7605
BUS CO: GARAGE EMPLOYEES	8385
BUS CO: ALL OTHER EMPL & D	7382
BUTCHERING	2081
BUTTON OR FASTENER MFG METAL	3131
CABINET WORKS WITH POWER MACHINERY	2812
CABLE MFG - INSULATED ELECTRICAL	4470
CAN MFG	3220
CANNERY NOC	2111
CANVAS GOODS, AWNING & TENT ERECTION, REMOVAL, REPAIR	9539
CAR MFG - RAILROAD & D	3881
CARPENTRY - DWELLINGS NOT > 3 STORIES	5651
CARPENTRY - IN CONSTRUCTION OF DETACHED DWELLINGS	5645
CARPENTRY - NOC	5403
CARPENTRY SHOP ONLY & D	2802
CARPENTRY - INSTALL OF CABINET WORK OR INTERIOR TRIM	5437
CARPET OR RUG MFG NOC	2402
CARPET, LINOLEUM, ASPHALT & RUBBER FLOOR TILE INSTAL	5478
CARTRIDGE MFG, CHARGING OR LOADING & D	4767
CASINO GAMBLING - ALL EMPL & C,S,D	9062
CASINO GAMBLING - HOTEL - ALL EMPL & C,S,D	9044
CASTINGS MFG - METAL - LOST WAX METHOD	3341
CATTLE DEALER & D (NO STOCKYARD OPER)	8286
CEMENT MFG	1701
CEMETERY OPERATION & D	9220
CHARITABLE/WELFARE ORGAN - ALL OTHER & DRIVERS	9110
CHARITABLE/WELFARE ORGAN - PROFESSIONAL/CLERICAL	8864
CHEMICAL BLENDING OR MIXING NOC ALL OP & DRIVERS	4828
CHEMICAL MFG NOC ALL OPERATIONS & DRIVERS	4829
CHILD DAY CARE PROFESSIONAL EMPL & C, S	8869

EXHIBIT VI  
BASIC MANUAL  
RULES AND PROCEDURES

CHILD DAY CARE: ALL OTHER EMPL & D	9059
CHIMNEY CONSTRUCTION - NOT METAL - INCL FOUNDATIONS	5000
CHURCH OR SCHOOL: ALL OTHER EMPLOYEES	9101
CIGARETTE MFG	2172
CLEANING OR DYEING & ROUTE SUPERVISORS, D	2586
CLERICAL OFFICE EMPLOYEES NOC	8810
CLOCK MFG	3382
CLOTH PRINTING	2417
CLOTHING MFG	2501
CLOTHING STORE - RETAIL	8008
CLOTHING STORE: WHOLESALE	8032
CLUB - COUNTRY, GOLF, FISHING OR YACHTING & C	9060
CLUBS NOC & C	9061
COAL DOCK OPERATION - BY MEANS OF MECH APPARATUS	7313F
COAL DOCK OPERATION - BY MEANS OF MECH APPARATUS	7313S
COAL MERCHANTS - INCL. LOCAL MANAGERS, DRIVERS	8233
COMPUTING, RECORDING OR OFFICE MACHINE NOC	3574
CONCRETE CONSTRUCTION IN CONNECT W/BRIDGES, CULVERT	5222
CONCRETE CONSTRUCTION NOC	5213
CONCRETE PRODUCTS MFG & D	4034
CONCRETE WORK - INCID TO CONSTR OF RESIDENCE	5215
CONCRETE/CEMENT WORK - FLOORS, DRIVES, YARDS, WALKS & D	5221
CONDUIT CONSTRUCTION - FOR CABLES OR WIRES & D	6325
CONFECTION MACHINE MFG	3559
CONFECTION MFG	2041
CONTRACTORS - EXECUTIVE SUPERVISOR	5606
CONTRACTORS' PERMANENT YARD	8227
COPYING OR DUPL SERVICE - ALL EMPL, CLERICAL, SALES & D	8015
CORE DRILLING - EXPLORATORY	6248
CORN PRODUCTS MFG	4703
CORRUGATED OR FIBER BOARD CONTAINER MFG	4244
COTTON BATTING, WADDING OR WASTE MFG	2211
COTTON COMPRESSING & D	0400
COTTON GIN OPERATION, LOCAL MANAGERS & D	0401
COTTONSEED OIL MFG - BY MECHANICAL EXTRACTION & D	4670
CRACKER MFG	2001
CREAMERY & ROUTE SUPERVISORS & D	2070
DAM OR LOCK CONSTRUCTION: CONCRETE WORK - ALL OPER	6017
DENTAL LABORATORIES	4692
DEPARTMENT STORE - RETAIL	8039
DIE CASTINGS MFG	1925
DISTILLATION - WOOD - & D	1472
DIVING, SALVAGE, WRECKING - MARINE (PROG I)	7394
DIVING, SALVAGE, WRECKING - MARINE (STATE ACT)	7395
DIVING, SALVAGE, WRECKING - MARINE (US ACT)	7398
DOMESTIC SERVICE CONTRACTORS	0917
DOOR, DOOR FRAME OR SASH ERECTION - METAL	5102
DREDGING - ALL TYPES (US ACT)	7337
DREDGING - ALL TYPES (PROG I)	7333
DREDGING - ALL TYPES (STATE ACT)	7335
DRILLING NOC & D	6204
DRIVERS, CHAUFFEURS & HELPERS NOC - COMMERCIAL	7380
DRUG STORE - RETAIL	8045
DRUG STORES - WHOLESALE	8047
DRUG, MEDICINE OR PHARMACEUTICAL PREP, COMPOUNDING OR BLENDING - NO MFG INGRED	4611
DRUG, MEDICINE, PHARM PREP MFG & INCL MFG OF INGRED	4825
ELECTRIC LIGHT OR POWER COMPANY - NOC - ALL OPER	7539
ELECTRIC LIGHT OR POWER COOPERATIVE - REA PROJECTS	7540
ELECTRIC LIGHT OR POWER LINE CONSTRUCTION & D	7538
ELECTRIC LIGHT/POWER LINE CONSTR: REA PROJECT & D	7529
ELECTRIC OR GAS LIGHTING FIXTURES MFG	3180
ELECTRIC POWER OR TRANSMISSION EQUIPMENT MFG	3643
ELECTRICAL APPARATUS MFG NOC	3179
ELECTRICAL HARNESS ASSEMBLY/TV, RADIO, TELE DEVICE M	3681

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ELECTRICAL WIRING - WITHIN BLDGS & D	5190
ELECTROPLATING	3372
ELEVATOR ERECTION OR REPAIR	5160
ELEVATOR OR ESCALATOR MFG	3042
EMBROIDERY MFG	2388
EMERY WORKS & D	1747
ENGINEER OR ARCHITECT - CONSULTING (NO CONSTR)	8601
ENGRAVING	4352
EXCAVATION & D	6217
EXCAVATION - CELLARS/FDNS IN WOOD DWELLINGS NOT >3STORIES	5649
EXPLOSIVES DISTRIBUTORS & D	4777
EXPLOSIVES OR AMMUNITION MFG NOC & DRIVERS	4771
FABRIC COATING OR IMPREGNATING NOC	4493
FARM - ANIMAL RAISING - FUR BEARING	0170
FARM - BERRY OR VINEYARD & D	0079
FARM - FISH HATCHERY & D	0113
FARM MACHINERY DEALER - ALL OPER INCL DEMOS & D	8116
FARM MACHINERY OPERATIONS - BY CONTRACTOR & D	0050
FARM: GARDENING BY HAND (MN)	0008
FARM: GENERAL & D (NO INSERVANTS)	0006
FARM: ORCHARD & D	0016
FEATHER OR FLOWER MFG - ARTIFICIAL	2534
FELTING MFG	2288
FENCE ERECTION - METAL	6400
FERTILIZER MFG & D	4583
FIBER GOODS MFG	4263
FIREFIGHTERS - FULL TIME & D	7706
FIREFIGHTERS - VOLUNTEER & D	7708
FIREPROOF EQUIPMENT MFG	3076
FIREWORKS EXHIBITION & D	9088
FIVE AND TEN CENT STORE	8050
FLORIST - STORE & D	8001
FLORIST & D	0035
FOOD SUNDRIES MFG - NOC - NO CEREAL MILLING	6504
FOUNDRY - FERROUS - NOC	3081
FOUNDRY - NON-FERROUS METALS - NOC	3085
FOUNDRY - STEEL CASTINGS	3082
FREIGHT HANDLING OR STEVEDORING NOC (STATE ACT)	7360
FREIGHT HANDLING OR STEVEDORING NOC (US ACT)	7350F
FRUIT PACKING	2105
FUNERAL DIRECTOR & D	9620
FURNITURE ASSEMBLING - WOOD - FROM MFGD PARTS	2881
FURNITURE MFG WOOD NOC	2883
FURNITURE OR FIXTURE INSTALL NOC - IN OFFICES/STORES	5146
FURNITURE STOCK MFG	2735
FURNITURE STORE - WHOLESALE/RETAIL & DRIVERS	8044
GALVANIZING OR TINNING	3373
GARBAGE WORKS	7590
GARBAGE, ASHES OR REFUSE COLLECTION & D	9403
GAS COMPANY - NATURAL GAS - LOCAL DISTRIBUTION & D	7502
GAS DEALER - LPG - & D (ALL OPER INCL STORE,INSTAL	8353
GAS MAIN OR CONNECTIONS CONSTRUCTION & D	6319
GASOLINE OR OIL DEALER & D	8350
GASOLINE STATION - RETAIL - SELF SERVICE	8381
GEAR MFG OR GRINDING	3635
GEOPHYSICAL EXPLORATION - SEISMIC - ALL EMPL & D	8606
GLASS MERCHANT	4130
GLASS MFG & D	4101
GLASS WINDOW MFG - STAINED	4133
GLASSWARE MFG - NOC	4114
GLAZIER - AWAY FROM SHOP & D	5462
GLOVE MFG - LEATHER OR CLOTH	2670
GLUE MFG & D	4653
GRAIN ELEVATOR OPERATION - & LOCAL MANAGERS, D	8304

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GRAIN MILLING	2014
GROCERY STORE - WHOLESALE	8034
GROCERY STORES - RETAIL: NO HANDLING OF FRESH MEAT	8006
<b>GROUP HOMES - ALL EMPLOYEES &amp; SALESPERSONS, DRIVERS</b>	<b>8842</b>
HARDWARE MFG NOC	3146
HARDWARE STORE - WHOLESALE, OR COMB RETAIL (MN)	8029
HARDWARE STORE: RETAIL EXCLUSIVELY (MN)	8036
HAY, GRAIN OR FEED DEALER & LOCAL MGRS, D	8215
HEALTH OR EXERCISE INSTITUTE & C	9063
HEAT TREATING METAL	3307
HEATING & AIR COND DUCT WORK - SHOP & OUTSIDE & D	5536
HOMEMAKER SERVICE	8828
HOSIERY MFG	2361
HOSPITAL: ALL OTHER EMPLOYEES	9040
HOSPITAL: PROFESSIONAL EMPLOYEES	8833
HOTEL - ALL OTHER EMPLOYEES & S, D	9052
HOTEL - RESTAURANT EMPLOYEES	9058
HOUSE FURNISHINGS INSTALLATION NOC & UPHOLSTERING	9521
HOUSEHOLD APPLIANCES - ELEC - INSTALL, SERV, REPAIR & D	9519
HOUSING AUTHORITY & C, S, D (COMPL PUBLIC HOUS PROJ)	9033
ICE CREAM MFG & D	2039
ICE HARVESTING & DEALERS & D	8203
ICE MFG	2150
INCANDESCENT LAMP MFG	4112
INK MFG/CRAYON MFG (MN)	4557
INSPECTION FOR INSURANCE OR VALUATION PURPOSES NOC	8720
INSTRUMENT MFG NOC	3685
INSULATION WORK NOC & D	5479
IRON OR STEEL ERECTION NOC	5057
IRON OR STEEL ERECTION - BRIDGES, TOWERS, EXTERIOR, FRA	5040
IRON OR STEEL MERCHANTS & DRIVERS	8106
IRON OR STEEL MFG - ELECTRIC FURNACE & D	3004
IRON OR STEEL MFG - ROLLING MILLS & D	3018
IRON OR STEEL SCRAP DEALER & D	8265
IRON OR STEEL WORKS SHOP - STRUCTURAL & D	3030
IRON WORKS SHOP - NONSTRUCTURAL & D	3040
IRON/STEEL ERECTION - FRAME STRUCTURES NOT >2STORIES	5059
IRRIGATION OR DRAINAGE SYSTEM CONSTRUCTION & D	6229
IRRIGATION WORKS OPERATIONS & D	0251
JEWELRY MFG	3383
JEWELRY STORE - WHOLESALE OR RETAIL	8013
JUNK DEALER & D	8263
KENNELS & DRIVERS	8831
KNIT GOODS MFG NOC	2362
LAMP OR PORTABLE LANTERN MFG	3223
LANDSCAPE GARDENING & DRIVERS	0042
LARGE ANIMAL VETERINARIANS & D (INCL LARGE & SMALL	8845
LAUNDRY NOC & ROUTE SUPERVISORS, D	2585
LEATHER BELTING MFG	2686
LEATHER EMBOSING	2640
LEATHER GOODS MFG NOC	2688
LIME MFG	1642
LIME MFG - QUARRY - SURFACE & D	1655
LINOTYPE OR HAND COMPOSITION	4308
LIVERY OR BOARDING STABLES & D	7201
LIVESTOCK COMMISSION MERCHANT INCL SALES (NO YARD)	8284
LIVESTOCK SALES CO: ALL OPER & D	8280
LOGGING OR LUMBERING & D	2702
LUGGAGE MFG	2683
MACARONI MFG	2002
MACHINE SHOP NOC	3632
MACHINERY DEALERS NOC - STORE OR YARD & D	8107
MACHINERY/EQUIP/ELEC APPARATUS INSTALL/REPAIR & D	3724
MAIL DELIVERY SERVICE - ALL EMPL & D	7231

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MAILING OR ADDRESSING CO & C	8800
MARINA & DRIVERS (STATE ACT)	6836
MARINA & DRIVERS (US ACT)	6826F
MASONRY NOC	5022
MATTRESS OR BOX SPRING MFG	2570
MEAT PRODUCTS MFG NOC	2095
MEAT, FISH OR POULTRY DEALERS - WHOLESALE	8021
MEAT, FISH OR POULTRY STORE - RETAIL	8031
MEAT, GROCERY AND PROVISION STORE(COMB) - RETAIL NOC	8033
METAL SCRAP DEALER & D	8500
METAL STAMPING MFG NOC	3400
MICA GOODS MFG	1853
MILK PRODUCTS MFG NOC	2065
MINING NOC - NOT COAL - SURFACE & D	1165
MINING NOC - NOT COAL - UNDERGROUND & D	1164
MIRROR MFG	4131
MOBILE CRANE & HOISTING SERV CONTR NOC: ALL OPER & D	9534
MOTORCYCLE/BICYCLE MFG OR ASSEMBLY	3851
MUNICIPAL, TOWNSHIP, COUNTY OR STATE EMPLOYEE NOC	9410
NEWS AGENT OR MAG DISTRIB - NOT RETAIL DEALER & S, D	8745
NEWSPAPER DELIVERY BY ROUTE CARRIERS - NO MOTORIZED VEHICLES (MN)	4314
NEWSPAPER PUBLISHING	4304
NURSERY EMPLOYEES & D	0005
NURSING OR CONVALESCENT HOME - ALL OTHER EMPLOYEES	8830
NURSING OR CONVALESCENT HOME - PROFESSIONAL EMPLOYEE	8829
NURSING - HOME HEALTH, PUBLIC & TRAVELING - ALL EMPL	8835
NUT OR BOLT MFG	3132
OFFICE MACH/COMPUTER INSTALL, INSPECT, SERV, REPAIR	5191
OIL MFG - VEGETABLE - NOC	4683
OIL MFG - VEGETABLE - BY SOLVENT EXTRACTION PROCESS	4686
OIL OR GAS LEASE OPERATOR: ALL OPER & D	1320
OIL OR GAS LEASE WORK NOC - BY CONTRACTOR & D	6216
OIL OR GAS PIPE LINE CONSTRUCTION & D	6233
OIL OR GAS PIPE LINE OPERATION & D	7515
OIL OR GAS WELL CLEANING & SERV - NO DRILLING - & D	1322
OIL OR GAS WELL - INSTRUMENT LOGGING/SURVEY WORK & D	6237
OIL OR GAS WELLS - DRILLING OR REDRILLING & D	6235
OIL OR GAS WELLS - INSTALL OR RECOVERY OF CASING & D	6236
OIL REFINING - PETROLEUM & D	4740
OIL STILL ERECTION OR REPAIR	3719
OIL/GAS WELL - SPEC TOOL OPER NOC - BY CONT - ALL EMPL & D	6213
OPTICAL GOODS MFG NOC/COMPUTER CHIP MFG	4150
ORE MILLING & D	1452
OXYGEN OR HYDROGEN MFG & D - INCL TANK CHARGING	4635
PACKING HOUSE - ALL OPERATIONS	2089
PAINT MFG	4558
PAINTING - METAL STRUCTURES OVER 2 STORIES & D	5037
PAINTING OR PAPER HANGING NOC, INCL SHOP & D	5474
PAINTING: SHOP ONLY & D	9501
PAPER COATING	4250
PAPER GOODS MFG NOC	4279
PAPER HANGING & D	5491
PAPER MFG	4239
PAPER, BOTTLE, CAN(BEV), RAG DEALER/RECYCLER - USED - & D	8264
PARCEL OR PACKAGE DELIVERY - ALL EMPL & D	7230
PARK NOC - ALL EMPL & D	9102
PATTERN - MAKING NOC	2790
PEN OR MECHANICAL PENCIL MFG	4432
PHARMACEUTICAL OR SURGICAL GOODS MFG NOC	4693
PHOSPHATE WORKS & D	4581
PHOTOENGRAVING	4351
PHOTOGRAPHER - ALL EMPL & C, S, D	4361
PHOTOGRAPHIC SUPPLIES MFG/A-V RECORDING MEDIA MFG	4923
PHYSICIAN & CLERICAL	8832

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PIANO & PLAYER PIANO MFG	2923
PILE DRIVING & D	6003
PIPE OR TUBE MFG & D	3022
PIPE OR TUBE MFG - IRON OR STEEL & D	3028
PLANING OR MOLDING MILLS	2731
PLASTER BOARD OR PLASTER BLOCK MFG & D	4036
PLASTER STATUARY OR ORNAMENT MFG	4038
PLASTERING NOC & D	5480
PLASTICS MFG - FABRICATED PRODUCTS NOC	4452
PLASTICS MFG - MOLDED PRODUCTS NOC	4484
PLASTICS MFG - SHEETS, RODS, TUBES	4459
PLUMBERS' SUPPLIES DEALER - NO MFG & D	8111
PLUMBERS' SUPPLIES MFG NOC	3188
PLUMBING NOC & D	5183
POLICE OFFICERS OR DETECTIVE AGENCY & D	7720
POTTERY MFG - CHINA OR TABLEWARE	4053
POTTERY MFG - GLAZED/PORC EARTHENWARE - HAND MOLD/CAST	4061
POTTERY MFG - PORCELAINWARE - MECH PRESS FORMING	4062
POULTRY DEALER & DRIVERS	8052
POULTRY OR EGG PRODUCER & D	0034
PRECISION MACHINED PARTS MFG NOC	3629
PRINTING	4299
PRINTING OR BOOKBINDING MACHINE MFG	3548
PRIVATE RESIDENCE: INSERVANTS	0913
PRIVATE RESIDENCE: OCCASIONAL INSERVANTS	0908
PRIVATE RESIDENCE: OCCASIONAL OUTSERVANTS	0909
PRIVATE RESIDENCE: OUTSERVANTS	0912
PULP MFG - CHEMICAL PROCESS	4207
PULP MFG - GROUND WOOD PROCESS	4206
PUMP MFG	3612
QUARRY - CEMENT ROCK - SURFACE & D	1654
QUARRY NOC & D	1624
RADIATOR OR HEATER MFG	3175
RADIO OR TV BROADCASTING STATION - ALL EMPL & C, D	7610
RADIO, TV, VIDEO & AUDIO EQUIP INSTAL, SERV, REPAIR & D	9516
RAILROAD CONSTR: LAYING TRACKS OR MAINT BY CONTR, D	7855
RAILROAD CONSTRUCTION: ALL OPER INC C, S, D (STATE ACT)	6704
RAILROAD CONSTRUCTION: ALL OPER INCL C, S, D (US ACT)	6703
RAILROAD OPERATIONS: ALL EMPLOYEES & D (PROG I)	7151
RAILROAD OPERATIONS: ALL EMPLOYEES & D (STATE ACT)	7153
RAILROAD OPERATIONS: ALL EMPLOYEES & D (US ACT)	7152
RAILROADS CONSTRUCTION: ALL OPER INCL C, S, D (PROG I)	6702
RAILROADS: OPERATIONS: CLERICAL - COV II - STATE ACT	8805
RAILROADS: OPERATIONS: CLERICAL - COV II - US ACT	8815
RAILROADS: OPERATIONS: CLERICAL OFFICE EMPLOYEES - NOC - PROG I	8814
RAILROADS: OPERATIONS: SALESMEN: OUTSIDE PROG II - STATE ACT	8734
RAILROADS: OPERATIONS: SALESMEN, COLLECTORS - OUTSIDE PROG I	8737
RAILROADS: OPERATIONS: SALESMEN - OUTSIDE PROG II - US ACT	8738
REAL ESTATE APPRAISAL COMPANY - OUTSIDE EMPLOYEES	8721
RECREATIONAL RESORT, HOTEL, MOTEL, CAMP - ALL OPER & D	9054
REFRACTORY PRODUCTS MFG & D	4024
RELIGIOUS ORGAN./SCHOOL: PROFESSIONAL EMPL & C	8868
RENDERING WORKS NOC & D	4665
RESTAURANT NOC	9082
RESTAURANT: FAST FOOD	9083
RETIREMENT LIVING CENTER: ALL OTHER EMPL & S, D	8826
RETIREMENT LIVING CENTER: FOOD SERVICE EMPLOYEES	8825
RETIREMENT LIVING CENTER: HEALTH CARE EMPLOYEES	8824
RIDING ACADEMY OR CLUB & D	7207
ROCK WOOL MFG	1699
ROLLING MILLS - NOC - SOFT METALS & D	3027
ROOFING- ALL KINDS & D	5551
ROOFING/BLDG PAPER/FELT - PREPARATION - NO INSTALLATION	4283
RUBBER GOODS MFG NOC	4410

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RUBBER TIRE MFG	4420
SALESPERSONS, COLLECTORS OR MESSENGERS - OUTSIDE	8742
SALT, BORAX OR POTASH PRODUCING OR REFINING & D	4568
SALVAGE OPERATION - NO WRECKING	5705
SAND OR GRAVEL DIGGING & D	4000
SASH, DOOR OR FINISHED MILLWORK DEALER & D	8235
SAW MILLS	2710
SCREW MFG	3145
SEED MERCHANTS	8102
SEWAGE DISPOSAL PLANT OPERATION & D	7580
SEWER CONSTRUCTION - ALL OPERATIONS & D	6306
SHAFT SINKING - ALL OPER	6252
SHEET METAL WORK ERECTION NOC INCL SHOP & D	5538
SHEET METAL WORK SHOP	3066
SHEETROCK/WALLBOARD INSTALLATION - WITHIN BLDGS & D	5445
SHIP BLDG - NAVAL & D	6845F
SHIP BLDG - NAVAL & D	6845S
SHIP BUILDING - IRON OR STEEL - NOC & D (US ACT)	6843F
SHIP BUILDING - IRON OR STEEL NOC & D (STATE ACT)	6854
SHIP REPAIR CONVERSION - ALL OPER & D (STATE ACT)	6882
SHIP REPAIR CONVERSION - ALL OPER & D (US ACT)	6872F
SHIP SCALING OR PAINTING (STATE ACT)	6884
SHIP SCALING OR PAINTING (US ACT)	6874F
SHOE STOCK MFG	2651
SIGN INSTALLATION, MAINTENANCE, REPAIR OR REMOVAL & D	9554
SIGN MFG METAL	3064
SMALL ANIMAL VETERINARIAN HOSP & CLINICS	8844
SMELTING, SINTER OR REFINER - NOT IRON OR LEAD - NOC & D	1438
SMELTING, SINTERING OR REFINING - LEAD & D	1430
SOAP OR DETERGENT MFG	4720
<b>SOCIAL SERVICES ORGANIZATION - ALL EMPLOYEES &amp; SALESPERSONS, DRIVERS</b>	<b>8864</b>
SPIRITUOUS LIQUOR MFG: BOTTLING	2131
SPIRITUOUS LIQUOR MFG: DISTILLERY	2130
SPORTING GOODS MFG NOC	4902
SPRING MFG - NOT WIRE	3303
STABLES OR BREEDING FARM & D	8279
STATIONERY MFG	4251
STEAM OR AIR PRESSURE GAUGE MFG	3571
STEAMSHIP LINE OR AGENCY - PORT EMPL: SUPERS, CAPT, ENG	8726F
STEAMSHIP LINE OR AGENCY - PORT EMPL: SUPERS, CAPT, ENG	8726S
STEVEDORING - BY HAND OR HANDTRUCKS EXCLUSIVELY	7317F
STEVEDORING - BY HAND OR HANDTRUCKS EXCLUSIVELY	7317S
STEVEDORING - CONTAINERIZED FREIGHT & D	7327F
STEVEDORING - CONTAINERIZED FREIGHT & D	7327S
STEVEDORING - TALLIERS AND CHECKERS - U S ACT	8709F
STEVEDORING - TALLIERS AND CHECKERS - STATE ACT ONLY	8719
STEVEDORING NOC	7309F
STEVEDORING NOC	7309S
STOCKYARD - NO BUTCHERING	8285
STONE CRUSHING & D	1710
STONE CUTTING OR POLISHING NOC & D	1803
STORAGE WAREHOUSE - COLD	8291
STORAGE WAREHOUSE - FURNITURE & D	8293
STORAGE WAREHOUSE - GENERAL MERCHANDISE - NOC	8292
STORAGE YARDS - SAWMILL & PLANNING MILL & D	2729
STORE RISKS - RETAIL NOC	8017
STORE RISKS - WHOLESALE, OR COMB RETAIL NOC	8018
STORE: FRUIT OR VEGETABLE DEALER - WHOLESALE	8048
STOVE MFG	3169
STREET CLEANING & D	9402
STREET OR ROAD CONSTRUCTION: PAVING OR REPAVING & D	5506
STREET OR ROAD CONSTRUCTION: ROCK EXCAVATION & D	5508
STREET OR ROAD CONSTRUCTION: SUB-SURFACE WORK & D	5507
SUGAR REFINING	2021

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SYNTHETIC RUBBER MFG	4751
TAILORING OR DRESSMAKING - CUSTOM	2503
TANNING	2623
TAXICAB CO: ALL OTHER EMPL & D	7370
TAXIDERMIST	9600
TELEPHONE LINE CONSTRUCTION & D	7601
TELEPHONE OR TELEGRAPH CO: ALL OTHER EMPL & D	7600
TELEPHONE OR TELEGRAPH CO: OFFICE OR EXCH EMPL & C	8901
TEXTILE BLEACHING, DYEING & FINISHING	2413
TEXTILE FIBER MFG - SYNTHETIC	2305
TEXTILE MACHINERY MFG	3515
THEATER - DRIVE-IN - ALL EMPLOYEES	9149
THEATER NOC: ALL OTHER EMPLOYEES	9154
THEATER NOC: PLAYERS, ENTERTAINERS OR MUSICIANS	9156
TILE, STONE, MOSAIC, OR TERRAZZO WORK - INSIDE	5348
TIN FOIL MFG	3334
TOBACCO REHANDLING OR WAREHOUSING	2174
TOOL MFG - DROP OR MACH FORGED NOC: FORGING OPER	3110
TOOL MFG - AGRICULTURAL, CONSTRUCTION, ETC.	3126
TOOL MFG NOC - NOT DROP OR MACHINE FORGED	3113
TOOL MFG - DROP OR MACH FORGED: MACH OR FINISH OPER	3114
TOWEL OR TOILET SUPPLY CO & ROUTE SUPERVISORS, D	2587
TREE TRIMMING & D	0106
TRUCK MAINTENANCE & REPAIR (W/ 7222, 7228, 7229, 7230,7231) (MN)	8395
TRUCKING - LOCAL HAULING ONLY - ALL EMPLOYEES & D	7228
TRUCKING - OIL FIELD EQUIPMENT - ALL EMPL & D	7222
TRUCKING - LONG DISTANCE HAULING - ALL EMPLOYEES & D	7229
TRUCKING: UNDER CONTRACT W/U.S. POSTAL - ALL EMPL & D	7232
TUNNELING - NOT PNEUMATIC - ALL OPER	6251
TUNNELING - PNEUMATIC - ALL OPER	6260
U.S. ARMED SERVICE RISKS - ALL EMPLOYEES & D	9077F
U.S. ARMED SERVICE RISKS - ALL EMPLOYEES & D	9077S
UPHOLSTERING	9522
VALVE MFG	3634
VEGETABLE PACKING - NOT CANNERIES - & D	8209
VEND/COIN OP MACH INSTALL, SERV, REPAIR & SHOP & S, D	5192
VENEER MFG	2714
VENEER PRODUCTS MFG - NO VENEER MFG	2916
VENEER PRODUCTS MFG - VENEER MFG	2915
VESSELS - NOC (US ACT)	7047
VESSELS NOC (PROG I)	7016
VESSELS: BOAT LIVERY - UNDER 15 TONS (PROG II)	7090
VESSELS: BOAT LIVERY - UNDER 15 TONS (PROG I)	7038
VESSELS: NOT SELF PROPELLED (STATE ACT)	7098
VESSELS: NOT SELF PROPELLED (US ACT)	7099
VESSELS: NOT SELF PROPELLED (PROG I)	7046
VESSELS: STEAMERS (STATE ACT)	7024
WATCH MFG	3385
WATERWORKS OPERATION & D	7520
WEBBING MFG	2380
WELDING OR CUTTING NOC & D	3365
WIRE CLOTH MFG	3255
WIRE DRAWING - IRON OR STEEL	3241
WIRE DRAWING OR CABLE MFG - NOT IRON OR STEEL	1924
WIRE GOODS MFG NOC	3257
WOOD PRESERVING & D	2960
WOOL MERCHANTS - INCLUDING WAREHOUSE	8103
WOOL SPINNING AND WEAVING	2286
YARN OR THREAD DYEING OR FINISHING	2416
YARN OR THREAD MFG - COTTON	2220
YARN OR THREAD MFG - SILK	2302



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**Statistical code numbers applicable for use in Minnesota:**

PHRASEOLOGY	STATISTICAL CODE
ADDITIONAL PREMIUM FOR ADMIRALTY OR FELA INCREASED LIMITS - \$50,000	9817
ADDITIONAL PREMIUM FOR ADMIRALTY OR FELA INCREASED LIMITS - \$100,000	9818
ADDITIONAL PREMIUM FOR ADMIRALTY OR FELA INCREASED LIMITS - \$200,000	9819
ADDITIONAL PREMIUM FOR ADMIRALTY OR FELA INCREASED LIMITS - \$300,000	9820
ADDITIONAL PREMIUM FOR ADMIRALTY OR FELA INCREASED LIMITS - \$400,000	9821
ADDITIONAL PREMIUM FOR ADMIRALTY OR FELA INCREASED LIMITS - \$500,000	9822
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$100,000/\$100,000/\$1,000,000	9803
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$100,000/\$100,000/\$2,500,000	9804
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$100,000/\$100,000/\$5,000,000	9805
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$100,000/\$100,000/\$10,000,000	9806
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$500,000/\$500,000/\$500,000	9807
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$500,000/\$500,000/\$1,000,000	9808
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$500,000/\$500,000/\$2,500,000	9809
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$500,000/\$500,000/\$5,000,000	9810
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$500,000/\$500,000/\$10,000,000	9811
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$1,000,000/\$1,000,000/\$1,000,000	9812
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$1,000,000/\$1,000,000/\$2,500,000	9813
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$1,000,000/\$1,000,000/\$5,000,000	9814
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - \$1,000,000/\$1,000,000/\$10,000,000	9815
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (with workers compensation) - OVER \$1,000,000/\$1,000,000/\$10,000,000	9816
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$1000,000/\$1000,000/\$1,000,000	9823
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$100,000/\$100,000/\$2,500,000	9824
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$100,000/\$100,000/\$5,000,000	9825
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$100,000/\$100,000/\$10,000,000	9826
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$500,000/\$500,000/\$500,000	9827
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$500,000/\$500,000/\$1,000,000	9828
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$500,000/500,000/\$2,500,000	9829
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$500,000/\$500,000/\$5,000,000	9830
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$500,000/\$500,000/\$10,000,000	9831
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$1,000,000/1,000,000/\$1,000,000	9832
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$1,000,000/\$1,000,000/\$2,500,000	9833

EXHIBIT VI  
BASIC MANUAL  
RULES AND PROCEDURES

ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$1,000,000/\$1,000,000/\$5,000,000	9834
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - \$1,000,000/\$1,000,000/\$10,000,000	9835
ADDITIONAL PREMIUM FOR EMPLOYERS LIABILITY INCREASED LIMITS - (without workers compensation) - OVER \$1,000,000/\$1,000,000/\$10,000,000	9836
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FOR REPORTING PREMIUM RESULTING FROM FLAT INCREASE FOR LAW AMENDMENT ON AGGREGATE PREMIUM EARNED ON OUTSTANDING POLICIES AFTER EFFECTIVE DATE OF AMENDMENT	0998
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EXHIBIT VI  
BASIC MANUAL  
RULES AND PROCEDURES

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BASIC MANUAL

PART TWO — CLASSIFICATIONS

Effective 1-1-2008

CURRENT PHRASEOLOGY:		PROPOSED PHRASEOLOGY:	
Code No.	Classification	Code No.	Classification
2157	BEVERAGE MFG. <del>NOG</del> & ROUTE SUPERVISORS, DRIVERS	2157	BEVERAGE MFG. — <u>ALL</u> OPERATIONS, <u>ROUTE</u> SUPERVISORS, & DRIVERS
	NONE		ADD MN EXCEPTION:
NONE	NONE	<u>2157</u>	<u>BEVERAGE MFG. — ALL OPERATIONS, ROUTE SUPERVISORS, &amp; DRIVERS.</u> Includes sign erection or repair.
	CANNING OR BOTTLING CARBONATED BEVERAGES. See Carbonated Beverage Mfg. <del>NOG</del> or Bottling- <del>NOG</del> .		CANNING OR BOTTLING CARBONATED BEVERAGES See CARBONATED BEVERAGE MFG. or BOTTLING.

FILING MEMORANDUM

**ITEM B-1387—REVISIONS OF BASIC MANUAL CLASSIFICATIONS**

(To be effective 12:01 a.m. on October 1, 2004, applicable to new and renewal business only.)

**PURPOSE**

The purpose of this item is to amend the classification treatment of the following industries with the execution of a three-year rate/loss cost and rating value transition program:

**1. Charitable Welfare Organizations and Group Homes**

- During the transition period: Clarify the use of Code 8861—Charitable or Welfare Organization—Professional Employees & Clerical and Code 9110—Charitable or Welfare Organization—Nonprofessional Employees & Drivers by clarifying the wording of Code 8861 and Code 9110 in the *Scopes<sup>®</sup> Manual*
- After the transition period: Eliminate Codes 8861 and 9110 and combine these classification codes into a newly created Code 8864—Social Services Organization—All Employees & Salespersons, Drivers
- After the transition period: Remove group home operations from Codes 8861 and 9110, and establish Code 8842—Group Homes—All Employees & Salespersons, Drivers

**2. Bottling Operations**

- Eliminate Code 2156—Bottling—Not Carbonated Liquids—Or Spirituous Liquors—& Route Supervisors, Drivers and combine these operations with amended Code 2157—Bottling—All Operations & Route Supervisors, Drivers

**BACKGROUND, PROPOSAL, IMPACT, AND EXHIBITS**

	Page	Exhibits
Charitable/Welfare Organizations & Group Homes	2	1, 2, 3
Bottling Operations	11	4, 5, 6

**IMPLEMENTATION**

In order to implement this item, the attached exhibits outline the changes required in NCCI's *Basic Manual for Workers Compensation and Employers Liability Insurance* and the *Retrospective Rating Plan Manual*.

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## CHARITABLE/WELFARE ORGANIZATIONS & GROUP HOMES

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### BACKGROUND

In 1994, NCCI drafted countrywide Item Filing B-1323 to discontinue Code 8837—Charitable or Welfare Organization—All Operations & Drivers and replace it using a dual classification approach: Code 8861—Charitable or Welfare Organizations—Professional Employees & Clerical and Code 9110—Charitable or Welfare Organization—All Other Employees & Drivers. At that time it was determined that there were generally two groups of employees in these businesses. Professional employees were identified as instructors, administrators, executive directors, clerical staff, etc., and nonprofessional employees were identified as job coaches, shift supervisors, maintenance, cooks, etc.

Over the years, the duties of professional and nonprofessional employees have become harder to define. Many employees have both professional and nonprofessional duties in these types of organizations. For example, you might have a counselor transporting clients to an event in a company-owned vehicle. In the recent research of charitable/welfare organizations, it was discovered that there are various definitions of professional versus nonprofessional employees. Some organizations believe that the distinction between these two terms lies in whether the individuals are certified or have a degree or license.

Our study revealed that group homes, temporary shelters for abused persons, and halfway houses other than those for criminals are a large homogenous group with similar exposures and operations. These operations provide living accommodations for various groups of individuals in a stable environment. They are easily identifiable and will have a significant amount of payroll to justify a separate classification. Although similar, rescue missions cater to transient individuals and are more similar in exposure to social service organizations.

Frequently, the organization has employees who may, among other services, counsel, advise, guide, direct, or instruct clients. Typically, these employees are assigned to Code 8742 by analogy. It is believed that client contact elevates the exposure to the same level as other employees with client contact. As a result, employees who counsel, advise, guide, direct, or instruct clients are properly assigned to Code 9110.

Additionally, this review revealed that the terms "charitable" and "welfare" are subject to interpretation and have resulted in misclassification of businesses. There are several definitions for charitable and welfare, with most relating to the financial or tax status of the organization. Regardless of the financial or tax status of the organization, the common thread from a classification perspective is the management and provision of social services. While there are several definitions for charitable and welfare, all the operations currently encompassed under Codes 8861 and 9110 can be classified as social services, which is a broader and more generic definition.

### PROPOSAL

It is proposed that:

1. Effective 12:01 a.m., October 1, 2004 for new and renewal business:
  - a. Codes 8861 and 9110 be amended to facilitate the classification assignments for professional versus nonprofessional employees of charitable/welfare organizations.
  - b. An internal transition program be executed by NCCI to provide a three-year rate/loss cost and rating value transition for Codes 8861 and 9110. The transition program will be implemented with rate filings on or after October 1, 2004.
2. Effective 12:01 a.m., October 1, 2007 for new and renewal business, Codes 8861 and 9110 be discontinued and combined into the newly created Code 8864—Social Services Organization—All Employees & Salespersons, Drivers.

### CHARITABLE/WELFARE ORGANIZATIONS & GROUP HOMES

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3. Effective 12:01 a.m., October 1, 2007 for new and renewal business, an additional cross-reference be added to Code 7720 to read: Juvenile Detention Center—All Employees & Salespersons, Drivers.
4. Effective 12:01 a.m., October 1, 2007 for new and renewal business, group homes, temporary shelters, halfway houses (other than those for criminals), and independent supportive living homes be removed from Codes 8861 and 9110 and assigned to Code 8842—Group Homes—All Employees & Salespersons, Drivers.
5. Effective 12:01 a.m., October 1, 2007 for new and renewal business, the introductory rates and/or loss costs and rating values for Code 8842 be the same as those for Code 8864 as established by the transition program.

Following are the rules of the three-year transition program implementing the rates/loss costs and rating values for Codes 8861 and 9110. Examples of the transition program calculations including the weight value calculations are contained in Exhibit 3.

- A. Risks will continue to be classified to either Codes 8861 or 9110 as appropriate until the establishment of Codes 8864 and 8842 on October 1, 2007.
- B. As part of an NCCI proposed rate/loss cost filing with an effective date on or after October 1, 2004 and before October 1, 2005, the payroll weighted rate/loss cost of Codes 8861 and 9110 will be calculated using the latest available year's payroll and the standard calculated rates/loss costs of the two individual codes. If the payroll weighted rate/loss cost is within the swing limits determined for Codes 8861 and 9110, then each of these codes will take on the rate/loss cost of the payroll weighted rate/loss cost. Rating values will be determined by the same payroll weighting.

If the payroll weighted rate/loss cost is outside of the filing's swing limits for any of the codes, then the rate/loss cost for each of the codes will be determined by a methodology weighting together (1) the payroll weighted rate/loss cost and (2) the standard calculated rate/loss cost for each code. The ratio used in this methodology will be first determined by calculating the maximum weighting value given to the payroll weighted rate/loss cost in order to keep the rates for Codes 8861 and 9110 within the swing limits of the filing; however, a 33% minimum weighting value must be used regardless of the swing limits to execute the transition program within three years. Rating values will be calculated in a similar manner.

- C. As part of the NCCI proposed rate/loss cost filing with an effective date on or after October 1, 2005 and before October 1, 2006, the payroll weighted rate/loss cost of Codes 8861 and 9110 will be calculated using the latest available year's payroll and the standard calculated rates/loss costs of the two individual codes. If the payroll weighted rate/loss cost is within the swing limits determined for Codes 8861 and 9110, then each of the codes will take on the rate/loss cost of the payroll weighted rate/loss cost. Rating values will be determined by the same payroll weighting.

If the payroll weighted rate/loss cost is outside of the filing's swing limits for any of the codes, then the rate/loss cost for each of the codes will be determined by a methodology weighting together (1) the payroll weighted rate/loss cost and (2) the standard calculated rate/loss cost for each code. The ratio used in this methodology will be first determined by calculating the maximum weighting value given to the payroll weighted rate/loss cost in order to keep the rates for Codes 8861 and 9110 within the swing limits of the filing; however, a 67% minimum weighting value must be used regardless of the swing limits to execute the transition program within three years. Rating values will be calculated in a similar manner.

## CHARITABLE/WELFARE ORGANIZATIONS & GROUP HOMES

- D. If in any state a rate/loss cost filing has not been filed and approved with an effective date on or after October 1, 2004 and on or before April 1, 2006, the rates/loss costs for Codes 8861 and 9110 will be changed effective April 1, 2006 for new and renewal business. The rate/loss cost for each of the codes will be determined by averaging the current class code rate/loss cost and the payroll weighted rate/loss cost. The payroll used will be from the latest available year. Rating values will be calculated in a similar manner.
- E. As part of an NCCI proposed rate/loss cost filing with an effective date on or after October 1, 2006 and before October 1, 2007, the payroll weighted rate/loss cost of Codes 8861 and 9110 will be calculated using the latest available year's payroll and the standard calculated rates/loss costs of the two individual codes. Each of the classification codes will take on the rate/loss cost of this payroll weighted rate/loss cost. Rating values will be determined by the same payroll weighting.
- F. Effective 12:01 a.m. October 1, 2007 for new and renewal business, Codes 8861 and 9110 will be eliminated. Codes 8864 and 8842 will be established and calculated as follows:
1. If the current rates/loss costs for Codes 8861 and 9110 are identical, Codes 8864 and 8842 will take on the common rates/loss costs and common rating values of Codes 8861 and 9110.
  2. If the current rates/loss costs for Code 8861 and 9110 are not identical, the rates/loss costs for Codes 8864 and 8842 will be determined by the payroll weighted rate/loss cost of the individual codes. The payroll used will be from the latest available year. Rating values will be determined by the same payroll weighting.
  3. If, effective October 1, 2007, the establishment of Codes 8864 and 8842 coincide with the effective date of an approved rate/loss cost filing in your state, the payroll weighted rate/loss cost of Codes 8861 and 9110 will be calculated using the latest available year's payroll and the standard calculated rate/loss cost of the two individual codes. The rate for Codes 8864 and 8842 will be equivalent to this payroll-weighted average. Rating values will be determined by the same payroll weighting.

### **IMPACT**

This item will foster the uniform and equitable treatment of risks within the social services industry. The internal transition program will unburden the carriers and ease the impact of the realignment within a short time frame. Furthermore, it is necessary to use a minimum weighting value in each year to maintain the transition program within three years and to change the rates/loss costs and rating values for Codes 8861 and 9110.



**ITEM B-1394—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND RULES, ADDENDUM TO ITEM FILING B-1387, AND ADDENDUM TO ITEM FILING B-1391**

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**FACT SHEET 16**

**ADDENDUM TO CLASS FILING B-1387**

**PROPOSAL**

The focus of the proposed changes in this part of the filing is to make some wording changes that were inadvertently overlooked in Item Filing B-1387.

**BACKGROUND AND BASIS FOR CHANGE**

NCCI filed changes in 2004 to two industries: the charitable and welfare industry and the bottling industry. Some wording revisions needed to reflect the proposed classification treatment were inadvertently omitted in Item Filing B-1387.

**IMPACT**

The corrections proposed will amend the classification phraseologies and reference wording only. These changes are needed to ensure that NCCI's *Basic Manual* properly reflects the intent of the revisions proposed in Item Filing B-1387. The corrections will not result in any major reclassification of risks or change in loss costs/rates or premium other than those that resulted from the application of the revisions from Item B-1387.

**IMPLEMENTATION**

These proposed corrections will be effective October 1, 2007, the same effective date as the changes in Item B-1387.

ITEM B-1394—REVISIONS TO BASIC MANUAL CLASSIFICATIONS AND RULES, ADDENDUM  
TO ITEM FILING B-1387, AND ADDENDUM TO ITEM FILING B-1391

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EXHIBIT 16—ADDENDUM TO CLASS FILING B-1387

NATIONAL CLASSIFICATION(S)

CLASSIFICATIONS

EFFECTIVE 12:01 A.M., OCTOBER 1, 2007

2157 BEVERAGE MFG.—CARBONATED—NOC & ~~ALL OPERATIONS~~, ROUTE SUPERVISORS, &  
DRIVERS

CANNING OR BOTTLING CARBONATED BEVERAGES.  
See Carbonated Beverage Mfg. NOC or Bottling NOC.

~~WELFARE OR CHARITABLE ORGANIZATION~~

~~Stores to be separately rated.~~

~~8861 Professional Employees & Clerical~~

~~9110 All Other Employees & Drivers~~