TABLE OF CONTENTS

TABLE OF CONTENTS

- INTRODUCTION
  - INTRODUCTION
    - SCOPE AND EFFECTIVE DATE OF THE PLAN
    - ORGANIZATION OF THE PLAN
    - APPLICATION OF PLAN RULES
    - EFFECTIVE DATE
    - BULLETINS
- PART I - GENERAL RULES
  - 1. REPORTING OF STATISTICS
  - 2. PREPARATION AND COMPLETION OF UNIT STATISTICAL REPORTS
  - 3. MANAGE DATA
  - 4. SUBMISSION CONTROL RECORD
  - 5. VALIDATION OF STATISTICS PRIOR TO SUBMISSION
  - 6. CORRECTION OF ERRORS
  - 7. FILING REQUIREMENTS
  - 8. MULTI-STATE POLICIES
  - 9. UNCOLLECTIBLE PREMIUMS
  - 10. REINSURANCE
  - 11. NATIONAL DEFENSE PROJECTS
  - 12. RADIATION EXPOSURE – NUCLEAR REGULATORY COMMISSION PROJECTS
  - 13. RADIATION EXPOSURE – OTHER THAN NUCLEAR REGULATORY COMMISSION PROJECTS
  - 14. COVERAGE FOR OTHER THAN PAYROLL BASED EXPOSURES
  - 15. EXCLUDING MEDICAL AND EXCESS COVERAGE FOR MEDICAL PAYMENTS (PER CLAIM OR PER ACCIDENT BASIS) – EXCLUDING MEDICAL POLICIES
  - 16. DATE OF VALUATION, FILING AND FINE MONTH
  - 17. TIMELINESS AND DATA QUALITY FINE PROGRAM
  - 17. TIMELINESS AND DATA QUALITY FINE PROGRAM
  - 17. TIMELINESS AND DATA QUALITY FINE PROGRAM
  - 18. CLASSIFICATION CODES
  - 19. MULTIPLE YEAR POLICIES OTHER THAN THREE-YEAR FIXED RATE
  - 20. WHOLE DOLLAR AMOUNTS REQUIRED
- PART II - HEADER DATA / POLICY INFORMATION
  - 1. REPORT NUMBER
  - 2. CORRECTION SEQUENCE NUMBER
  - 3. CORRECTION TYPE
  - 4. REPLACEMENT REPORT CODE
  - 4. CARRIER CODE
  - 5. CARRIER CODE
  - 5. POLICY NUMBER
  - 6. POLICY NUMBER
  - 6. POLICY EFFECTIVE DATE
  - 7. POLICY EFFECTIVE DATE
  - 7. POLICY EXPIRATION DATE
  - 8. POLICY EXPIRATION DATE

- 8. EXPOSURE STATE
- 9. EXPOSURE STATE
- 10. STATE EFFECTIVE DATE
- 9. STATE EFFECTIVE DATE
- 10. RISK ID NUMBER (OPTIONAL)
- 11. RISK ID NUMBER (OPTIONAL)
- 11. EMPLOYER NAME
- 12. EMPLOYER NAME
- 12. EMPLOYER ADDRESS
- 13. EMPLOYER ADDRESS
- 13. FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)
- 14. FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)
- 14. POLICY CONDITIONS
- 15. POLICY CONDITIONS
- 15. POLICY TYPE ID
- 16. POLICY TYPE ID
- 16. DEDUCTIBLE TYPE
- 17. DEDUCTIBLE TYPE
- 17. DEDUCTIBLE PERCENT
- 18. DEDUCTIBLE PERCENT
- 18. DEDUCTIBLE AMOUNT PER CLAIM/ACCIDENT
- 19. DEDUCTIBLE AMOUNT PER CLAIM/ACCIDENT
- 19. DEDUCTIBLE AMOUNT – AGGREGATE
- 20. DEDUCTIBLE AMOUNT – AGGREGATE

- PART III - EXPOSURE / PREMIUM INFORMATION

  - 1. EXPERIENCE MODIFICATION EFFECTIVE DATE
  - 2. RATE EFFECTIVE DATE
  - 3. UPDATE TYPE
  - 4. EXPOSURE COVERAGE CODE
  - 5. CLASSIFICATION CODE
  - 6. EXPOSURE AMOUNT
  - 6. EXPOSURE AMOUNT
  - 7. MANUAL RATE
  - 8. SPLIT PERIOD CODE
  - 9. PREMIUM AMOUNT
  - 10. PREMIUM AMOUNT SUBJECT TO EXPERIENCE MODIFICATION FACTOR
  - 11. TOTAL SUBJECT PREMIUM AMOUNT
  - 12. EXPERIENCE MODIFICATION FACTOR
  - 13. PREMIUM NOT SUBJECT TO EXPERIENCE MODIFICATION FACTOR
  - 14. TOTAL PAYROLL EXPOSURE
  - 15. TOTAL STANDARD PREMIUM AMOUNT
  - 16. PREMIUM DISCOUNT AMOUNT
  - 17. EXPENSE CONSTANT AMOUNT
  - 18. CATASTROPHE PROVISION FOR TERRORISM
  - 19. CATASTROPHE PROVISION FOR NATURAL DISASTERS AND CATASTROPHIC INDUSTRIAL ACCIDENTS
  - 20. NEW YORK WORKERS' COMPENSATION SECURITY FUND SURCHARGE

- PART IV - LOSS INFORMATION

  - 1. REPORTING OF LOSSES
  - 2. UPDATE TYPE
  - 3. CLAIM NUMBER
  - 4. ACCIDENT DATE
  - 5. INCURRED LOSSES
  - 6. EXPENSES EXCLUDED FROM LOSSES

- 7. EXPENSES INCLUDED IN LOSSES
- 8. FRAUDULENT CLAIMS
- 9. NON-COMPENSABLE REPORTING
- 10. RECOVERIES – SUBROGATION, THIRD-PARTY CASES
- 11. LUMP-SUM CLAIMS
- 12. PAID LOSSES
- 13. ALLOCATED LOSS ADJUSTMENT EXPENSE ("ALAE") PAID AMOUNT
- 14. CLASSIFICATION CODE
- 15. INJURY TYPE
- 16. CLAIM STATUS
- 17. LOSS CONDITION CODE
- 18. JURISDICTION STATE
- 19. CATASTROPHE NUMBER
- 20. MANAGED CARE ORGANIZATION TYPE
- 21. INJURY DESCRIPTION CODE
- 22. OCCUPATION DESCRIPTION
- 23. NEW YORK STATE WORKERS' COMPENSATION BOARD CASE NUMBER
- 24. CLAIMANT'S WEEKLY WAGE
- 25. CLAIMANT ATTORNEY FEES INCURRED (OPTIONAL)
- 26. EMPLOYER ATTORNEY FEES INCURRED (OPTIONAL)
- 27. TOTALS

- PART V - SUBSEQUENT REPORTS AND CORRECTIONS
  - 1. SUBSEQUENT REPORTS
  - 2. CORRECTION REPORTS
  - 3. METHOD OF REPORTING
  - 4. LINK DATA
  - 5. REPLACEMENT REPORTS
  - 5. PROCEDURE FOR CORRECTION OF CLAIMS AFTER SUBSEQUENT REPORTS HAVE BEEN FILED
  - 6. PROCEDURE FOR CORRECTION OF CLAIMS AFTER SUBSEQUENT REPORTS HAVE BEEN FILED

- PART VI - CODES
  - A. CODES COMMON TO PREMIUM AND LOSSES
  - B. EXPOSURE CODES
  - INJURY DESCRIPTION CODES – PART OF BODY
  - INJURY DESCRIPTION CODES – PART OF BODY
  - INJURY DESCRIPTION CODES – NATURE OF INJURY
  - INJURY DESCRIPTION CODES – CAUSE OF INJURY
  - JURISDICTION STATE CODE