



December 5, 2022

R.C. 2571

Re: Elimination of Certain Classifications Codes  
Effective Date: October 1, 2023

Members of the Rating Board:

I write to inform you that the New York State Department of Financial Services (“DFS”) has approved amendments to the Rating Board’s New York Workers’ Compensation and Employers’ Liability Manual (“Manual”) and New York Retrospective Rating Plan (“Retro Plan”), which are detailed herein, attached hereto, and are effective on October 1, 2023.

DFS approved several changes resulting from a review of eight low credibility classifications. Specifically, DFS approved the elimination of these eight classification codes, combining the activities within those codes with other related codes.

These changes become effective on October 1, 2023, and certain classifications are subject to a three-year loss cost transition period with a final elimination date of October 1, 2025. The Loss Costs Tables in the Manual will include the following footnote to identify classifications subject to a three-year transition to discontinuance: “T5 – Code is scheduled to be discontinued, effective 10/1/25.”

The table set forth below contains the classifications to be discontinued, the classifications that those activities will be merged into, as well as the applicability of the above-described three-year transition.

<b><u>Class to be Eliminated</u></b>	<b><u>Combined Into</u></b>	<b><u>Three-Year Transition</u></b>
2670	2688	Yes
2689	2688	Yes
2913	2883	Yes
3381	3383	Yes
3384	3383	Yes
3385	3383	Yes
4298	4251	No
4597	4557	Yes



Amendments to the Retro Plan to conform the changes listed above are also enclosed.

The following modified and final pages from the Manual and Retro Plan, reflecting the approved amendments, are attached for your convenience: (a) New York Workers' Compensation and Employers' Liability Manual – Pages: Classification – C-14, C-271, C-271a, C-276, and C-301; and (b) New York Retrospective Rating Plan Manual – Table D – Page 2.

If you have any questions, please contact Mr. Mark Battistelli, Vice President of Underwriting Services, at (212) 697-3535, ext. 113 or at [underwritingservices@nycirb.org](mailto:underwritingservices@nycirb.org).

Very truly yours,

A handwritten signature in blue ink, appearing to read "JA Attie", is positioned above the printed name.

Jeremy Attie  
President and CEO

Enclosures

	CLASS CODE	HAZARD GROUP	INDUSTRY GROUP	PHRASEOLOGY
	4263	C	3	Fiber Goods Mfg.
	4273	C	3	Bag Mfg. – Paper or Plastic
	4279	D	3	Paper Goods Mfg. – NOC
	4282	B	3	Dress Pattern Mfg. – Paper
★	<del>4298</del>	<del>C</del>	<del>3</del>	<del>Sample Card Mfg.</del>
	4299	B	7	Printing
	4304	B	3	Newspaper Publishing
	4307	C	3	Bookbinding
	4312	C	7	Newspaper Carriers – Including Use of Bicycles
	4351	C	7	Photoengraving
	4352	B	7	Engraving
	4360	B	2	Motion Picture – Development of Negatives, Printing and All Subsequent Operations
	4361	B	6	Photographer – All Employees & Drivers
	4362	C	7	Film Exchange – Motion Picture & Clerical
	4410	C	3	Rubber Goods Mfg. – NOC
	4420	D	3	Rubber Tire Mfg.
	4431	A	3	Magnetic and Optical Recording Media Mfg.
	4432	A	3	Fountain Pen Mfg.
	4439	E	2	Lacquer or Spirit Varnish Mfg.
	4452	D	3	Plastics Mfg. – Fabricated Products – NOC

Stationery Mfg.		4251
<p><b>Note:</b> Shall not be assigned to an employer engaged in operations described by another classification unless the operations subject to Code 4251 are conducted as a separate and distinct business.</p>		
Description		
<p>Code 4251 applies to employers engaged in manufacturing stationery such as loose-leaf type binders, paper labels, desk pads (blotters), coin wrappers and currency straps, envelopes and other products shown below. Raw materials include cardboard, binders' cloth, leather or imitation leather, canvas, paper, glue, paste, gold leaf, printing and ruling ink, standard loose-leaf metal parts such as rings, posts, screws, hinges and slides. For binders, cardboard is cut to size and covered with leather, imitation leather, cloth or paper by gluing, pasting and some sewing is performed. Covers are reinforced at points subject to the greatest wear by stripping and may be embossed in ink or gold leaf. The metal fittings are then attached to complete the binders.</p> <p>Fillers for binders and other stationery products are manufactured from paper that is cut to size on manual or power cutters. Special shapes are made on blanking machines with the aid of cutting dies. The operations are generally automatic and include ruling, printing, folding, gluing, trimming, perforating, punching and rounding of corners.</p> <p>This classification also applies to the manufacturing of carbon paper and typewriter ribbon.</p> <p>This classification also applies to employers engaged in the manufacturing of greeting cards. Manufacturers of greeting cards engage in operations such as lithographing, printing, cutting, stripping, folding, pasting, attaching decorations, novelties, and ribbons, sorting, examining, collating, counting, boxing, packing and shipping.</p> <p>★ <u>This classification also applies to the manufacturing of sample cards, sample display books or swatches. Textile fabrics or other materials may be placed in the cards or books to be used by businesses to illustrate in sample form the type of textile fabric, vinyl, leather, etc., styles and colors that their products are available in. The process may include cutting, gluing, stapling, stitching or labeling.</u></p>		
Assignment By Analogy		
<p>★ <u>Ink color chart manufacturing</u></p>		
Operations To Be Separately Rated		
<p>1. Manufacturing:</p> <p>(a) Loose-leaf hardware, metal rings, post, screws, separators or fittings. Refer to Code 3146 "Hardware Mfg. – NOC."</p> <p>(b) Paper goods, such as paper cups, napkins or plates. Refer to Code 4279 "Paper Goods Mfg. – NOC."</p> <p>(c) Paper. Refer to Code 4239 "Paper Mfg."</p>		

**Original Printing**

**Effective October 1, 2023**

★	<del>(d) Printing operations performed for others. Employers engaged in printing for firms which manufacture greeting cards and do not perform any subsequent operations on the printed stock. Refer to Code 4299 "Printing."</del>
	<u>2. Printing operations performed by others. Refer to Code 4299 "Printing."</u>
	<u>3. Bookbinding operations performed by others. Refer to code 4307 "Bookbinding."</u>

**Original Printing**

**Effective May 1, 2020**

<b>Sample Card Mfg.</b>	<b>4298</b>
<b>Description</b>	
<p>Code 4298 applies to employers engaged in manufacturing sample cards or sample display books that contain sample textile fabrics or other materials. Sample cards or sample display books are used by businesses to illustrate in sample form, the type of textile fabric, vinyl, leather, etc., styles and colors that their products are available in. The employer will show their customers the types and styles of swatches that they manufacture. The employer's clients will select the type and style of the swatch. The fabric or other materials are cut into small squares and attached to the swatch cards. Some swatches will require die cutting of the card stock. Fabrics and other types of materials are attached to the swatch cards using glue, staples or stitching. The completed sample cards or display books are inspected prior to being shipped to the employer's customers.</p>	
<b>Assignment By Analogy</b>	
<ul style="list-style-type: none"> <li>• Ink color charts</li> <li>• Mounting picture frames – cardboard – photo</li> </ul>	
<b>Operations To Be Separately Rated</b>	

Discontinued as of 10/01/23

Original Printing 1st Reprint

Effective May 1, 2020 October 1, 2023

	<b>Ink Mfg. – Printing</b>	<b>4557</b>
<b>Description</b>		
Code 4557 applies to employers engaged in manufacturing ink that is used for printing. Raw materials such as pigments, dyes, resins, solvents, powders, dies, waxes, greases, lubricants, cornstarch, gum varnishes and active agents are purchased from outside suppliers. Depending on the formula the employer is using, other raw materials may be used in this process.		
<b>Assignment By Analogy</b>		
Commercial printing inks – offset printing inks		
<b>Operations To Be Separately Rated</b>		
1. Grease or oil mixing or blending. Refer to Code 4712 “Grease or Oil Mixing or Blending.”		
★	2. Manufacturing: (a) Ink color charts. Refer to Code <del>4298 “Sample Card Mfg.”</del> <u>4251 “Stationery Mfg.”</u> (b) Writing ink. Polishing or buffing compounds – aerosol, liquid or paste. Paste or mucilage. Refer to Code 4597 “Paste, Ink (Writing) or Mucilage Mfg.”	

## TABLE D

## TABLE OF CLASSIFICATIONS BY HAZARD GROUP

CLASS CODE	HAZARD GROUP	CLASS CODE	HAZARD GROUP	CLASS CODE	HAZARD GROUP	CLASS CODE	HAZARD GROUP
3270	C	3807	B	4279	D	4653	B
3307	C	3808	D	4282	B	4665	E
3315	B	3821	D	★ 4298	C	4692	B
3336	E	3823	C	4299	B	4693	B
3365	E	3824	D			4710	B
3372	D	3826	C	4304	B	4712	E
3381	C	3827	D	4307	C	4720	C
3383	B	3830	D			4751	E
3384	E	3832	E	4312	C	4771	G
3385	B	3865	A	4351	C	4825	E
3400	D	3881	C	4352	B	4828	D
3507	C	4000	F	4360	B	4829	F
3515	C	4024	E	4361	B	4902	B
3548	C	4034	E	4362	C	4923	C
3559	C	4038	A	4410	C	5000	G
3561	B	4053	C	4420	D	5022	F
3574	B	4061	B	4431	A	5037	G
3581	B	4062	C	4432	A	5040	G
3612	D	4101	D	4439	E	5057	G
3620	E	4111	D	4452	D	5059	G
3629	D	4112	C	4459	C	5069	G
3632	B	4114	C	4470	C	5102	G
3634	C	4130	C	4475	C	5160	E
3635	C	4131	B	4476	B	5183	F
3638	B	4133	B			5184	E
3642	C	4150	A	4493	C	5188	E
3643	C	4207	E	4511	B	5190	F
3647	D	4239	E	4557	B	5191	C
3648	B	4240	B	4558	C	5192	C
3681	D	4243	C	4568	E	5193	E
3685	B	4244	C	4583	F	5213	F
3686	B	4250	C	4597	B	5221	F
3724	E	4251	C	4611	B	5222	F
3726	G	4263	C	4628	B	5223	E
3737	E	4273	C	4635	G	5348	F



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**Original Printing**

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3620	E	4111	D	4452	D	5059	G
3629	D	4112	C	4459	C	5069	G
3632	B	4114	C	4470	C	5102	G
3634	C	4130	C	4475	C	5160	E
3635	C	4131	B	4476	B	5183	F
3638	B	4133	B			5184	E
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3648	B	4240	B	4558	C	5192	C
3681	D	4243	C	4568	E	5193	E
3685	B	4244	C	4583	F	5213	F
3686	B	4250	C	4597	B	5221	F
3724	E	4251	C	4611	B	5222	F
3726	G	4263	C	4628	B	5223	E
3737	E	4273	C	4635	G	5348	F