

**WCIO WORKERS COMPENSATION  
DATA SPECIFICATIONS MANUAL**

**WORKERS COMPENSATION  
EXPERIENCE MODIFICATION, CLASSIFICATION CODE  
ELECTRONIC SPECIFICATIONS (WCMODS)**

**WORKERS COMPENSATION EXPERIENCE MODIFICATION, CLASSIFICATION CODE  
ELECTRONIC SPECIFICATIONS (WCMODS)**

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**WCMODS CONTACT PAGE**

WCMODS questions should be directed to the appropriate Data Collection Organization contact listed below:

Compensation Rating and Inspection Bureau of  
New Jersey  
Manager, MIS  
60 Park Place  
Newark, NJ 07102  
Telephone: 973-622-6014, ext. 268  
Fax: 973-622-1548

North Carolina Rate Bureau  
Industry Support Team  
5401 Six Forks Road  
Raleigh, NC 27609-4435  
Telephone: 919-783-9790  
E-mail: wcinfo@ncrb.org

Delaware Compensation Rating Bureau  
Jane Doyle, Systems and Programming  
United Plaza Building – Suite 1500  
30 South 17th Street  
Philadelphia, PA 19103-4007  
Telephone: 215-568-2371

Pennsylvania Compensation Rating Bureau  
Jane Doyle, Systems and Programming  
United Plaza Building – Suite 1500  
30 South 17th Street  
Philadelphia, PA 19103-4007  
Telephone: 215-568-2371

Insurance Services Office, Inc.  
Cliff Hall  
545 Washington Blvd  
Jersey City, NJ 07310-1686  
Telephone: 201-469-2228  
Fax: 201-469-2141  
E-mail: chall@iso.com

Wisconsin Compensation Rating Bureau  
Unit Stat Specialist  
P.O. Box 3080  
Milwaukee, WI 53226  
Telephone: 262-796-4570  
E-mail: kay.higgins@wcrb.org

Minnesota Workers Compensation Insurers  
Association, Inc.  
Pam R. Flaten  
Data Collection & Reporting Manager  
7701 France Avenue South, Suite 450  
Minneapolis, MN 55435  
Telephone: 952-897-6417  
Fax: 952-897-6495  
E-mail: pam.flaten@mwcia.org

Workers' Compensation Rating Bureau  
of California  
525 Market Street, Suite 800  
San Francisco, CA 94105  
Telephone: 888-229-2472

National Council on Compensation Insurance, Inc.  
Customer Service  
901 Peninsula Corporate Circle  
Boca Raton, FL 33487  
Telephone: 800-NCCI 1-2-3 (800-622-4123)  
E-mail: customer\_service@ncci.com

Workers Compensation Rating and Inspection  
Bureau of Massachusetts  
Chief Information Officer  
101 Arch Street, 5th Floor  
Boston, MA 02110  
Telephone: 617-439-9030

New York Compensation Insurance Rating Board  
Vice President, Data Processing or  
Programming Manager  
200 East 42nd Street  
New York, NY 10017  
Telephone: 212-697-3535, ext. 123 or 124

**WORKERS COMPENSATION REPORTING SPECIFICATIONS (WCMODS)**

**SECTION 2**

**RECORD LAYOUTS**

| Field No                | Field Title/Description   | Class | Position    | Bytes |  |   |  |     |    |   |
|-------------------------|---|-------|-------------|-------|--|---|--|-----|----|---|
| <b>I. HEADER RECORD</b> |   |       |             |       |  |   |  |     |    |   |
| 1                       | <b>STATE CODE</b><br>Code of state for which experience modification is promulgated. If the experience modification is an interstate modification, this field will be "99".   | (N)   | 1-2         | 2     |  |   |  |     |    |   |
| 2                       | <b>FILE TYPE CODE</b><br><br><table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Update records</td> </tr> <tr> <td>2</td> <td>Master</td> </tr> </tbody> </table>  | Code  | Description | 1     | Update records   | 2 | Master   | (N) | 3  | 1 |
| Code                    | Description   |       |             |       |  |   |  |     |    |   |
| 1                       | Update records  |       |             |       |  |   |  |     |    |   |
| 2                       | Master  |       |             |       |  |   |  |     |    |   |
| 3                       | <b>BUREAU RISK NUMBER/INTRASTATE RISK ID</b>  | (AN)  | 4-12        | 9     |  |   |  |     |    |   |
| 4                       | <b>RESERVED FOR FUTURE USE</b>  |       | 13-21       | 9     |  |   |  |     |    |   |
| 5                       | <b>RATE CARD NUMBER</b><br>A number assigned by the DCO associated with an employer or location.<br><br>NOT APPLICABLE: CA, DE, NJ, PA  | (N)   | 22-27       | 6     |  |   |  |     |    |   |
| 6                       | <b>EXPERIENCE MODIFICATION ISSUE DATE</b><br>Formatted YYMMDD.<br><br><b>NOTE:</b> The data in the above fields will be unique to employer and common to all the records for an employer for a specific experience modification issue date.   | (N)   | 28-33       | 6     |  |   |  |     |    |   |
| 7                       | <b>RECORD SEQUENCE NUMBER</b><br>Sequentially assigned number for records having common data in Positions 1 – 33.   | (N)   | 34-37       | 4     |  |   |  |     |    |   |
| 8                       | <b>RECORD TYPE CODE</b><br>Report "01".   | (N)   | 38-39       | 2     |  |   |  |     |    |   |
| 9                       | <b>CURRENT POLICY CODE</b><br><br><table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>Insurer receiving file does not have policy in effect on experience modification issue date.</td> </tr> <tr> <td>1</td> <td>Insurer receiving file has policy in effect on experience modification issue date.</td> </tr> </tbody> </table><br>NOT APPLICABLE: NJ | Code  | Description | 0     | Insurer receiving file does not have policy in effect on experience modification issue date. | 1 | Insurer receiving file has policy in effect on experience modification issue date. | (N) | 40 | 1 |
| Code                    | Description   |       |             |       |  |   |  |     |    |   |
| 0                       | Insurer receiving file does not have policy in effect on experience modification issue date.  |       |             |       |  |   |  |     |    |   |
| 1                       | Insurer receiving file has policy in effect on experience modification issue date.  |       |             |       |  |   |  |     |    |   |
| 10                      | <b>CARRIER CODE</b><br>5-digit NCCI code.<br><br>NOT APPLICABLE: NJ   | (N)   | 41-45       | 5     |  |   |  |     |    |   |

| Field No. | Field Title/Description   | Class | Position    | Bytes |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
|-----------|---|-------|-------------|-------|------------|----|-------------|----|-------------|----|--|----|---------------------|----|---------------|----|------------------|----|-----------------|----|-----------------|----|---------------------------------|----|-----------------|----|---------------------|----|-------------------------------|----|---------------------|----|-------|--|--|--|
| 11        | <b>CARRIER GROUP CODE</b><br>5-digit NCCI code.<br><br>NOT APPLICABLE: CA, DE, NJ, NY, PA   | (N)   | 46-50       | 5     |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 12        | <b>POLICY NUMBER IDENTIFIER</b><br>No embedded blanks or punctuation marks.<br><br>NOT APPLICABLE: NJ   | (AN)  | 51-68       | 18    |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 13        | <b>RESERVED FOR FUTURE USE</b>  |       | 69          | 1     |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 14        | <b>UNIT/CERTIFICATE NUMBER IDENTIFIER (CA ONLY)</b><br>No embedded blanks or punctuation marks.   | (AN)  | 70-75       | 6     |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 15        | <b>POLICY EFFECTIVE DATE</b><br>Formatted YYMMDD.<br><br>NOT APPLICABLE: NJ   | (N)   | 76-81       | 6     |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 16        | <b>POLICY EXPIRATION OR CANCELLATION DATE</b><br>Formatted YYMMDD.<br><br>NOT APPLICABLE: DE, NJ, PA  | (N)   | 82-87       | 6     |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 17        | <b>LEGAL NATURE OF INSURED CODE</b>   | (N)   | 88-89       | 2     |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
|           | <table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>01</td><td>Individual</td></tr> <tr><td>02</td><td>Partnership</td></tr> <tr><td>03</td><td>Corporation</td></tr> <tr><td>04</td><td>Association, Labor Union, Religious Organization</td></tr> <tr><td>05</td><td>Limited Partnership</td></tr> <tr><td>06</td><td>Joint Venture</td></tr> <tr><td>07</td><td>Common Ownership</td></tr> <tr><td>08</td><td>Multiple Status</td></tr> <tr><td>09</td><td>Joint Employers</td></tr> <tr><td>10</td><td>Limited Liability Company (LLC)</td></tr> <tr><td>11</td><td>Trust or Estate</td></tr> <tr><td>12</td><td>Executor or Trustee</td></tr> <tr><td>13</td><td>Limited Liability Partnership</td></tr> <tr><td>14</td><td>Governmental Entity</td></tr> <tr><td>99</td><td>Other</td></tr> </tbody> </table> | Code  | Description | 01    | Individual | 02 | Partnership | 03 | Corporation | 04 | Association, Labor Union, Religious Organization | 05 | Limited Partnership | 06 | Joint Venture | 07 | Common Ownership | 08 | Multiple Status | 09 | Joint Employers | 10 | Limited Liability Company (LLC) | 11 | Trust or Estate | 12 | Executor or Trustee | 13 | Limited Liability Partnership | 14 | Governmental Entity | 99 | Other |  |  |  |
| Code      | Description   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 01        | Individual  |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 02        | Partnership   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 03        | Corporation   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 04        | Association, Labor Union, Religious Organization  |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 05        | Limited Partnership   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 06        | Joint Venture   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 07        | Common Ownership  |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 08        | Multiple Status   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 09        | Joint Employers   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 10        | Limited Liability Company (LLC)   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 11        | Trust or Estate   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 12        | Executor or Trustee   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 13        | Limited Liability Partnership   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 14        | Governmental Entity   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
| 99        | Other   |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |
|           | NOT APPLICABLE: DE, NJ, NY, PA  |       |             |       |            |    |             |    |             |    |  |    |                     |    |               |    |                  |    |                 |    |                 |    |                                 |    |                 |    |                     |    |                               |    |                     |    |       |  |  |  |

| Field No. | Field Title/Description                  | Class | Position | Bytes |
|-----------|--|-------|----------|-------|
| 8         | <b>EXPERIENCE MODIFICATION TYPE CODE</b> | (N)   | 90       | 1     |
|           | <b>Code Description</b>                  |       |          |       |
|           | 1 Preliminary N/A: NJ                    |       |          |       |
|           | 2 Final N/A: NJ                          |       |          |       |
|           | 3 Independent Carrier Plan N/A: NJ       |       |          |       |
|           | 4 Contingent                             |       |          |       |
|           | NOT APPLICABLE: CA, DE, PA               |       |          |       |
| 19        | <b>RESERVED FOR FUTURE USE</b>           |       | 91-200   | 110   |

| Field No                                  | Field Title/Description  | Class | Position    | Bytes |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
|---|--|-------|-------------|-------|----------------------|----|---------------------------------|----|---------------------------------------|----|------------------------------|----|------------------|--|--|--|
| <b>II. EXPERIENCE MODIFICATION RECORD</b> |  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
|   | <b>1 THROUGH 7</b><br>These fields are same as Header Record.  |       | 1-37        | 37    |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 8   | <b>RECORD TYPE CODE</b><br>Report "02".  | (N)   | 38-39       | 2     |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 9   | <b>EXPERIENCE MODIFICATION FACTOR</b><br>Assumed decimal point between Positions 40 and 41.  | (N)   | 40-43       | 4     |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 10  | <b>EXPERIENCE MODIFICATION EFFECTIVE DATE</b><br>Formatted YYMMDD.   | (N)   | 44-49       | 6     |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 11  | <b>REVISION CODE</b><br>Indicates whether there has been a revision.   | (N)   | 50          | 1     |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
|   | <table border="0"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Not revised</td> </tr> <tr> <td>2</td> <td>Revised</td> </tr> </tbody> </table> <p>NOT APPLICABLE: DE, PA</p>  | Code  | Description | 1     | Not revised          | 2  | Revised                         |    |                                       |    |                              |    |                  |  |  |  |
| Code                                      | Description  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 1   | Not revised  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 2   | Revised  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 12  | <b>EXPERIENCE RATING MODIFICATION STATUS CODE</b><br>Status at time of experience modification issue date, Positions 28-33.  | (N)   | 51-52       | 2     |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
|   | <table border="0"> <thead> <tr> <th>Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Insufficient premium</td> </tr> <tr> <td>02</td> <td>No current coverage N/A: DE, PA</td> </tr> <tr> <td>03</td> <td>Material ownership change N/A: DE, PA</td> </tr> <tr> <td>04</td> <td>Not experience rated N/A: NJ</td> </tr> <tr> <td>05</td> <td>Experience rated</td> </tr> </tbody> </table> | Code  | Description | 01    | Insufficient premium | 02 | No current coverage N/A: DE, PA | 03 | Material ownership change N/A: DE, PA | 04 | Not experience rated N/A: NJ | 05 | Experience rated |  |  |  |
| Code                                      | Description  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 01  | Insufficient premium   |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 02  | No current coverage N/A: DE, PA  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 03  | Material ownership change N/A: DE, PA  |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 04  | Not experience rated N/A: NJ   |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 05  | Experience rated   |       |             |       |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |
| 13  | <b>RESERVED FOR FUTURE USE</b>   |       | 53-200      | 148   |                      |    |                                 |    |                                       |    |                              |    |                  |  |  |  |

| Field No.                         | Field Title/Description  | Class | Position | Bytes |
|-----------------------------------|--|-------|----------|-------|
| <b>III. CLASSIFICATION RECORD</b> |  |       |          |       |
|                                   | <b>1 THROUGH 6</b><br>These fields are same as Header Record.  |       | 1-33     | 33    |
| 7                                 | <b>RECORD SEQUENCE NUMBER</b>  | (N)   | 34-37    | 4     |
| 8                                 | <b>RECORD TYPE CODE</b><br>Report "03".  | (N)   | 38-39    | 2     |
| 9                                 | <b>CONTINUATION CODE</b>   | (N)   | 40       | 1     |
|                                   | <b>Code Description</b>  |       |          |       |
|                                   | 0 Not a continuation record  |       |          |       |
|                                   | 1 Record is continuation of the record that bears the next lower record sequence number  |       |          |       |
| 10                                | <b>CLASSIFICATION CODE</b>   | (N)   | 41-44    | 4     |
| 11                                | <b>CLASSIFICATION WORDING SUFFIX</b><br>The suffix that will provide a cross-reference to the Manual Classification wording. 00 = Primary Wording—NJ, NY<br><br>NOT APPLICABLE: DE, PA | (N)   | 45-46    | 2     |
| 12                                | <b>CLASSIFICATION EFFECTIVE DATE</b><br>Formatted YYMMDD.<br><br>NOT APPLICABLE: CA, DE, NJ, NY, PA  | (N)   | 47-52    | 6     |
| 13                                | <b>CLASSIFICATION WITHDRAWN DATE</b><br>Formatted YYMMDD.<br><br>NOT APPLICABLE: CA, DE, NJ, NY, PA  | (N)   | 53-58    | 6     |
| 14                                | <b>CLASSIFICATION RATE</b><br>The manual rate or authorized rate associated with the classification. Assumed decimal point between Positions 64 and 65.                                | (N)   | 59-68    | 10    |
| 15                                | <b>CLASSIFICATION WORDING</b>  | (AN)  | 69-128   | 60    |
| 16                                | <b>RESERVED FOR FUTURE USE</b>   |       | 129-147  | 19    |
| 17                                | <b>UNITED STATES LONGSHORE AND HARBOR WORKERS' CODE</b>  | (N)   | 148      | 1     |
|                                   | <b>Code Description</b>  |       |          |       |
|                                   | 1 USL&HW exposure  |       |          |       |
|                                   | 2 None   |       |          |       |

| Field No.   | Field Title/Description   | Class       | Position           | Bytes |     |   |    |  |  |  |
|-------------|---|-------------|--------------------|-------|-----|---|----|--|--|--|
| 18          | <b>PHYSICALLY SURVEYED BY BUREAU CODE</b>   | (N)         | 149                | 1     |     |   |    |  |  |  |
|             | <table border="0"> <tr> <td><b>Code</b></td> <td><b>Description</b></td> </tr> <tr> <td>1</td> <td>Yes</td> </tr> <tr> <td>2</td> <td>No</td> </tr> </table> <p>NOT APPLICABLE: DE, NJ, NY, PA</p>                                  | <b>Code</b> | <b>Description</b> | 1     | Yes | 2 | No |  |  |  |
| <b>Code</b> | <b>Description</b>  |             |                    |       |     |   |    |  |  |  |
| 1           | Yes   |             |                    |       |     |   |    |  |  |  |
| 2           | No  |             |                    |       |     |   |    |  |  |  |
| 19          | <b>EXPOSURE RECORD LINK FOR EXPOSURE CODE</b><br>Report the 2-digit identifier assigned to location of Address Record Type 05 at which operations of classification on this record are performed.                                   | (N)         | 150-151            | 2     |     |   |    |  |  |  |
|             | NOT APPLICABLE: CA, NJ, NY  |             |                    |       |     |   |    |  |  |  |
| 20          | (Same as positions 150-151.)  | (N)         | 152-153            | 2     |     |   |    |  |  |  |
| 21          | (Same as positions 150-151.)  | (N)         | 154-155            | 2     |     |   |    |  |  |  |
| 22          | (Same as positions 150-151.)  | (N)         | 156-157            | 2     |     |   |    |  |  |  |
| 23          | (Same as positions 150-151.)  | (N)         | 158-159            | 2     |     |   |    |  |  |  |
| 24          | (Same as positions 150-151.)  | (N)         | 160-161            | 2     |     |   |    |  |  |  |
| 25          | (Same as positions 150-151.)  | (N)         | 162-163            | 2     |     |   |    |  |  |  |
| 26          | (Same as positions 150-151.)  | (N)         | 164-165            | 2     |     |   |    |  |  |  |
| 27          | <b>NAME ENTITY IDENTIFIER (CLASSIFICATION/NAME LINK)</b><br>The entity in the name record(s) that has the same entity identifier as this field and conducts the operations covered by the classification code shown in this record. | (N)         | 166-168            | 3     |     |   |    |  |  |  |
|             | NOT APPLICABLE: CA, NJ, NY  |             |                    |       |     |   |    |  |  |  |
| 28          | (Same as positions 166-168.)  | (N)         | 169-171            | 3     |     |   |    |  |  |  |
| 29          | (Same as positions 166-168.)  | (N)         | 172-174            | 3     |     |   |    |  |  |  |
| 30          | (Same as positions 166-168.)  | (N)         | 175-177            | 3     |     |   |    |  |  |  |
| 31          | (Same as positions 166-168.)  | (N)         | 178-180            | 3     |     |   |    |  |  |  |
| 32          | (Same as positions 166-168.)  | (N)         | 181-183            | 3     |     |   |    |  |  |  |
| 33          | (Same as positions 166-168.)  | (N)         | 184-186            | 3     |     |   |    |  |  |  |
| 34          | (Same as positions 166-168.)  | (N)         | 187-189            | 3     |     |   |    |  |  |  |
| 35          | <b>RESERVED FOR FUTURE USE</b>  |             | 190-200            | 11    |     |   |    |  |  |  |

| Field No               | Field Title/Description   | Class | Position | Bytes |
|------------------------|---|-------|----------|-------|
| <b>IV. NAME RECORD</b> |   |       |          |       |
|                        | <b>1 THROUGH 6</b><br>These fields are same as Header Record.   |       | 1-33     | 33    |
| 7                      | <b>RECORD SEQUENCE NUMBER</b>   | (N)   | 34-37    | 4     |
| 8                      | <b>RECORD TYPE CODE</b><br>Report "04".   | (N)   | 38-39    | 2     |
| 9                      | <b>CONTINUATION CODE</b>  | (N)   | 40       | 1     |
|                        | <b>Code Description</b><br>0 Not a continuation record<br>1 Record is continuation of the record that bears the next lower record sequence number   |       |          |       |
| 10                     | <b>NAME TYPE CODE</b>   | (N)   | 41       | 1     |
|                        | <b>Code Description</b><br>1 Personal name type<br>2 Commercial name type<br>3 String name type<br><br>NOT APPLICABLE: NY   |       |          |       |
| 11                     | <b>ENTITY IDENTIFIER (CLASSIFICATION/NAME LINK)</b><br>Links components of insured's name together, such as partners to a trade name. Also may be used to link name to classification code.<br><br>NOT APPLICABLE: CA, NJ, NY | (N)   | 42-44    | 3     |
| 12                     | <b>RESERVED FOR FUTURE USE</b>  |       | 45-46    | 2     |
| 13                     | <b>PRIMARY NAME CODE</b>  | (N)   | 47       | 1     |
|                        | <b>Code Description</b><br>0 Not primary name<br>1 Primary name   |       |          |       |
| 14                     | <b>NAME ENTITY IDENTIFIER (CLASSIFICATION/NAME LINK)</b><br>See field description in Classification Record (Record Type Code 03, positions 166 – 168).<br><br>NOT APPLICABLE: CA, NJ, NY                                      | (N)   | 48-50    | 3     |
| 15                     | <b>NAME OF INSURED</b><br>Name Type Code 1, a personal name, is presented as surname, comma, first or given name or initials, comma, middle name(s) or initial(s).  | (AN)  | 51-140   | 90    |
| 16                     | <b>RESERVED FOR FUTURE USE</b>  |       | 141-200  | 60    |

| Field No                 | Field Title/Description   | Class       | Position           | Bytes |  |   |   |  |  |  |
|--------------------------|---|-------------|--------------------|-------|--|---|---|--|--|--|
| <b>V. ADDRESS RECORD</b> |   |             |                    |       |  |   |   |  |  |  |
|                          | <b>1 THROUGH 6</b><br>These fields are same as Header Record.   |             | 1-33               | 33    |  |   |   |  |  |  |
| 7                        | <b>RECORD SEQUENCE NUMBER</b>   | (N)         | 34-37              | 4     |  |   |   |  |  |  |
| 8                        | <b>RECORD TYPE CODE</b><br>Report "05".   | (N)         | 38-39              | 2     |  |   |   |  |  |  |
| 9                        | <b>CONTINUATION CODE</b>  | (N)         | 40                 | 1     |  |   |   |  |  |  |
|                          | <table border="0"> <tr> <td><b>Code</b></td> <td><b>Description</b></td> </tr> <tr> <td>0</td> <td>Not a continuation record</td> </tr> <tr> <td>1</td> <td>Record is continuation of the record that bears the next lower record sequence number</td> </tr> </table>   | <b>Code</b> | <b>Description</b> | 0     | Not a continuation record                                      | 1 | Record is continuation of the record that bears the next lower record sequence number |  |  |  |
| <b>Code</b>              | <b>Description</b>  |             |                    |       |  |   |   |  |  |  |
| 0                        | Not a continuation record   |             |                    |       |  |   |   |  |  |  |
| 1                        | Record is continuation of the record that bears the next lower record sequence number   |             |                    |       |  |   |   |  |  |  |
| 10                       | <b>ADDRESS TYPE CODE</b>  | (N)         | 41                 | 1     |  |   |   |  |  |  |
|                          | <table border="0"> <tr> <td><b>Code</b></td> <td><b>Description</b></td> </tr> <tr> <td>1</td> <td>Mailing address of insured</td> </tr> <tr> <td>2</td> <td>Location of operation's address</td> </tr> </table>  | <b>Code</b> | <b>Description</b> | 1     | Mailing address of insured                                     | 2 | Location of operation's address   |  |  |  |
| <b>Code</b>              | <b>Description</b>  |             |                    |       |  |   |   |  |  |  |
| 1                        | Mailing address of insured  |             |                    |       |  |   |   |  |  |  |
| 2                        | Location of operation's address   |             |                    |       |  |   |   |  |  |  |
| 11                       | <b>ADDRESS STRUCTURE CODE</b>   | (N)         | 42                 | 1     |  |   |   |  |  |  |
|                          | <table border="0"> <tr> <td><b>Code</b></td> <td><b>Description</b></td> </tr> <tr> <td>1</td> <td>Address is formatted as set forth below for structured address</td> </tr> <tr> <td>2</td> <td>Address is nonstructured</td> </tr> </table>   | <b>Code</b> | <b>Description</b> | 1     | Address is formatted as set forth below for structured address | 2 | Address is nonstructured  |  |  |  |
| <b>Code</b>              | <b>Description</b>  |             |                    |       |  |   |   |  |  |  |
| 1                        | Address is formatted as set forth below for structured address  |             |                    |       |  |   |   |  |  |  |
| 2                        | Address is nonstructured  |             |                    |       |  |   |   |  |  |  |
| 12-15                    | <b>ADDRESS</b><br>This data element is comprised of the following data elements:<br>Address – Street, Address – City, Address – State and Address – Zip Code.<br><br>Each one of these elements is separately defined and the user should consult these individual data elements for specific definitions and reporting instructions. | (AN)        | 43-143             | 101   |  |   |   |  |  |  |
|                          | <b>NOTE:</b> Nonstructured has no fixed format, may extend through Positions 43-143.  |             |                    |       |  |   |   |  |  |  |
| 12                       | <b>ADDRESS - STREET</b><br>Report the street number and name, post office box, or other description.  | (AN)        | 43-102             | 60    |  |   |   |  |  |  |
| 13                       | <b>ADDRESS - CITY</b><br>Report the city name.  | (AN)        | 103-132            | 30    |  |   |   |  |  |  |
| 14                       | <b>ADDRESS - STATE</b><br>Report the U.S. Postal Service abbreviation for the state.  | (AN)        | 133-134            | 2     |  |   |   |  |  |  |
| 15                       | <b>ADDRESS - ZIP CODE</b><br>U.S. post office zip code  | (AN)        | 135-143            | 9     |  |   |   |  |  |  |

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| Field No | Field Title/Description   | Class | Position | Bytes |
|----------|---|-------|----------|-------|
| 16       | <b>CLASSIFICATION/LOCATION LINK IDENTIFIER</b><br>Provided to link location of operation's address to classification code reported on Record Type "03".<br><br>NOT APPLICABLE: CA, NJ, NY | (N)   | 144-145  | 2     |
| 17       | <b>RESERVED FOR FUTURE USE</b>  |       | 146-200  | 55    |