

IMPORTANT!

These procedures will be **STRICTLY ENFORCED**

DUAL WAGE CONSTRUCTION CLASSIFICATIONS AUDIT PROCEDURES CLARIFIED

On November 28, 2007, the CA Insurance Commissioner approved amendments to the CA Workers Compensation Uniform Statistical Code. *The changes affect all policies with January 1, 2008, or later, inception dates.*

BRIEF OVERVIEW:

- Employers must submit timecards or timesheets that document the actual employee start and stop times.
- Additional Records (e.g., pay stubs) will be required to verify the actual number of hours worked.
- For salaried employees, hourly wages will be determined by dividing total payroll by 2000 hours.

NOTE:

- If timecards/timesheets are not provided at the time of audit, wages will be classified to the higher rated dual wage classification.

For detailed information, please visit the WCIRB website: www.wcirbonline.org or contact FirstComp Insurance Agency's Premium Audit Department at 888.500.3344.



*FirstComp Underwriters Group, Inc. d/b/a FirstComp Insurance Agency is a servicing entity for Southern Insurance Company, a company of The Republic Group, and FirstComp Insurance Services of Nebraska is a servicing entity of Endurance Workers' Compensation Insurance Company.

FirstComp is a filed trademark for Aspen Holdings, Inc. and its affiliates including but not limited to those doing business as FirstComp Insurance Company, FirstComp Underwriters Group, Inc., FirstComp Group Inc., FirstComp Group, FirstComp Insurance Agency, FirstComp Insurance Services of Nebraska, Pinebrook Insurance Group, Inc. and Pinebrook Insurance Agency.

FIA6002(1108)