

**INSTRUCTIONS FOR THE PREPARATION OF SPECIAL CALL -  
NEW JERSEY WORKERS COMPENSATION AND EMPLOYERS LIABILITY EXPERIENCE  
FOR HOUSEHOLD EMPLOYEE COVERAGE**

This report form is designed to show the experience by policy year and classification. The experience is to be reported for completed periods only, e.g. for expired or terminated policies. In this manner the experience with respect to losses and premium will be compatible. This call requires the data for policies effective in 2006, 2007, 2008, 2009 and 2010 that have routinely expired or been terminated on or prior to December 31, 2011.

**The data reported shall be that which appears on the records of the company as of December 31, 2011.**

The experience for three year policies should not be included until the three year period has expired or been terminated. At that time, the policy experience is to be included on the basis of the effective year of the policy. For this purpose, the earliest effective year will be 2006. **All amounts shall be rounded to the nearest dollar.**

Group reporting is permitted. If you have made any changes to the structure of your group since the Schedule "W" acknowledgment form was filed, please contact the Rating Bureau. If you have filed the Schedule "W" and "Q" reports by group and wish to file this call by company, you must contact the Rating Bureau so that a separate user ID can be established for each individual company. If you have no experience to report and have not checked the box in the "No Experience to Report" column in the acknowledgment form, you may file a revised acknowledgment. Then, no further action is required. Paper forms and instructions have been discontinued in an effort to encourage electronic reporting.

**NO. OF POLICIES** should be expressed on an annual basis. Thus, a three year policy should be included as 3.0 and a policy canceled after 6 months should be included as 0.5, etc. The total number of policies shall be rounded to the nearest whole number. The number shown in this block represents the number of policies (on an annual basis) where the class code was used.

**TOTAL CLASS PREMIUM** shall be based on the promulgated charges in effect during each of the policy years to be reported. The charges for each class code for policy years 2006 through 2010 are shown below. **The additional charge of \$1.00 for increased limits of liability under Coverage Two (Employers Liability Insurance) of the Residence Employee Coverage must be included in the class premium totals if limits above the standard limits were purchased by the insured.** It should be noted that the **EXPENSE CONSTANT** premium, code 0900, is applicable in those rare instances when the necessary coverage was afforded exclusively on a standard workers compensation and employers liability policy. The expense constant charge for this coverage during the reporting period is \$15.00 prior to January 1, 2008. The charge had increased to \$30.00 as of January 1, 2008.

Effective During	C L A S S C O D E			
	0910 *	0912 **	0913 **	0915 **
2006	\$1.00	\$60.00	\$60.00	\$60.00
2007	\$1.00	\$60.00	\$60.00	\$60.00
2008	\$1.00	\$60.00	\$60.00	\$60.00
2009	\$1.00	\$60.00	\$60.00	\$60.00
2010	\$1.00	\$60.00	\$60.00	\$60.00

\* per policy      \*\* per person

**NUMBER OF CLAIMS** shall include only claims where an indemnity cost has been incurred.

**INCURRED LOSSES** shall include paid as well as outstanding amounts exclusive of incurred but not reported losses and amounts for bulk reserves. All open permanent total disability cases are to be valued in accordance with 3:13 of the New Jersey Workers Compensation and Employers Liability Insurance Manual effective January 1, 2004 and the Pension Table included therein and no other. All open death cases which include a spouse's life pension shall be valued in accordance with 3:13 of the New Jersey Workers Compensation and Employers Liability Insurance Manual effective January 1, 2004 and the Surviving Spouse's Pension Table included therein and no other.