Midwest Employers Casualty Company
13801 Riverport Drive, Suite 200
Maryland Heights, MO 63043-4810

A BERKLEY COMPANY

INDIVIDUAL SELF-INSURANCE APPLICATION FOR EXCESS WORKERS' COMPENSATION COVERAGE

☑ New Application — Effective Date: 7/1/2016

☐ Renewal of Policy Number: _____ — To Be Quoted By: 5/20/2016

1. Name of Applicant (as shown on self-insurance permit): Port Jervis City School District

2. Address: 9 Thompson Street, Port Jervis, NY — Zip: 12771

3. Applicant Phone Number: (845) 858-3180

4. Federal Employers Identification Number: 14-6001844

5. Describe operations to be covered; subsidiaries to be covered if any. (Attach copy of current and comprehensive engineering inspection reports, annual report, or 10k report and products brochure.)
New York State Public School District

6. Describe any substantial or unusual changes in operations that are planned or have taken place in the past five years:
None

7. Date qualified as a self-insured: 7/1/1988

8. States to be self-insured: New York

9. Are there other states or jurisdictions included for self-insurance that would not be covered by the insurance requested by this application? ☐ Yes ☑ No
   If yes, list: _____

10. Do any employees receive supplemental benefits in addition to workers' compensation benefits? ☐ Yes ☑ No

11. Provide details of any OSHA or State OSHA violation within the past 5 years: None

12. Does the applicant have any employees who may be subject to the Longshoremen and Harbor Workers Act, Jones Act or Federal Employee's Liability Act? (Unless endorsed, our policy does NOT include federal acts coverage.) ☐ Yes ☑ No
   If yes, describe: _____

13. Do the operations of the applicant include volunteer or donated labor? ☑ Yes ☐ No
   If yes, describe: Parent Chapparones

14. Does applicant have any foreign operations or employees who travel to foreign countries? ☐ Yes ☑ No
   If yes, describe: _____

15. Is applicant engaged in the manufacture, production, refining, storage, distribution, or transportation of gases, gasoline or flammables? ☑ Yes ☐ No
   If yes, describe: underground oil tanks, gas pump

16. Are there any occupational disease exposures involved in the applicant's operations? (asbestos; silica; dusts; toxic, injurious or hazardous chemicals; caustics, fumes, radiation, communicable diseases and any other O.D. exposures) If yes, describe steps taken to control: ☐ Yes ☑ No

17. Does applicant perform any underground, subaqueous, or tunneling operations? ☑ Yes ☐ No
    If yes, describe: Store diesel fuel for buses (500 gallon tank)

18. Do the operations of the applicant include wrecking or demolition of structures? ☐ Yes ☑ No
    If yes, describe:

19. Do the operations of the applicant involve exposure to heights? ☑ Yes ☐ No
    If yes, describe: roof repairs

20. Does applicant now (or have future plans to) own, lease or charter watercraft? ☐ Yes ☑ No
    If yes, describe watercraft, use, number of crew members, passenger capacity and whether craft is owned, leased, or chartered.

21. Does applicant own, lease, or charter aircraft? *(If yes, Aircraft Questionnaire must be completed.)* ☐ Yes ☑ No

22. Complete the following information on owned or leased vehicles: See Attached Vehicle Schedule
    a. Number of: passenger cars 5 trucks 14 tractors 9
    b. Number of commerical vehicles owned by: applicant 0 buses owner-operator 53
    c. Is applicant responsible for W.C. coverage on owner-operators? ☐ Yes ☑ No
       If no, does applicant obtain certificate of W.C. insurance from such operators? ☑ Yes ☐ No
    d. With respect to commercial vehicles:
       1. States in which vehicles operate: None
       2. Average number of persons in each unit: 1 to 2
       3. Does applicant transport chemicals, hazardous materials, explosives, explosive material, flammable material, or any petroleum products? ☐ Yes ☑ No
          If yes, provide full details:

23. Does applicant provide any transportation for employees to or from the workplace? ☐ Yes ☑ No
    If yes, describe the type of conveyance, frequency of trips and number of employees (total number and number per conveyance involved):

24. Policy Coverages and Limits.

Current Carrier: Midwest ECC

Present Program:

SPECIFIC EXCESS LIMIT	EMPLOYERS LIABILITY LIMIT	SELF-INSURED RETENTION	RATE	AGGREGATE EXCESS LIMIT	AGGREGATE LOSS FUND %	CURRENT ESTIMATED LOSS FUND	MINIMUM TERM LOSS FUND
Stat	1,000,000	500,000		-	-	-	

Coverage Desired: **Please include Cash Flow**

SPECIFIC EXCESS LIMIT	EMPLOYERS LIABILITY LIMIT	SELF-INSURED RETENTION	AGGREGATE EXCESS LIMIT	AGGREGATE LOSS FUND %
Stat,	1,000,000	500,000	n/a	n/a

25. Gross Payroll Distribution by Classification Code.

a. Projected payroll. Provide the following information regarding each state or jurisdiction:
(If more space is needed, use a separate page.) Payroll lower due to retired teachers being replaced

		POLICY PERIOD:						
STATE	W.C. CODE	CLASSIFICATION	PROSPECTIVE YEAR	1st PRIOR	2nd PRIOR	3rd PRIOR	4th PRIOR	5th PRIOR
NY	8868	Prof + Clerical	30,110,704	28,387,479	27,794,956	30,021,701	28,340,162	28,762,501
NY	8394	Bus Drivers	0	0	0	0	0	1,255,231
NY	9101	All Other	931,259	668,281	654,335	706,756	648,596	737,502
		Totals:	31,041,963	29,055,760	28,449,291	30,728,457	28,988,758	30,755,234

b. Is there any significant change to the payroll distribution by classification code in the last five years? ☑ Yes ☐ No

c. If yes, describe reason for change(s): They eliminated their transportation department and contract the buses.

26. Loss Experience and Historical Activity.

The following loss information may be provided via an electronic data dump or loss runs:*

a.

STATE	POLICY PERIOD	INDEMNITY PAID **	INDEMNITY RESERVED	MEDICAL PAID	MEDICAL RESERVED	TOTAL INCURRED	VALUATION DATE ***

* Electronic file detailing the insured's loss experience by policy period. Data elements should include all claims, open/closed status, payment activity including paid/reserved/total incurred amounts split by medical and indemnity, and a state or location code with a related definition for that code.

** Include allocated claims expenses as part of indemnity

*** Valuation date must be within the past six months

b.

STATE	POLICY PERIOD	GROSS PAYROLL	SELF-INSURED RETENTION	TOTAL NO. CLAIMS EXCLUDING CNPs *	OPEN CLAIMS	CLAIMS CLOSED WITH PAYMENT

* CNPs are defined as claims reported and closed without any payment being made.

c. Are CNP claims included in the totals for open and closed claims? ☑ Yes ☐ No ☐ Don't Know

d. If yes, indicate the approximate percentage of total claims that are CNPs: over 50% ☐ Don't Know

27. Individual claims in excess of $50,000 incurred (past 5 years).

(The following information may be provided via an electronic data dump or loss runs. If more space is needed, use a separate page.)

STATE	DATE OF LOSS	DESCRIPTION OF ACCIDENT	TOTAL PAID	TOTAL RESERVE	TOTAL INCURRED	NO. OF EMPLOYEES

28. Total number of employees: _____

29. Concentration of Risk. SEE ATTACHED

Give the following information regarding each location. *(If more space is needed, use a separate page.)*

LOCATION / ADDRESS	STATE	ZIP CODE	TOTAL NUMBER EMPLOYEES IN ALL SHIFTS	TOTAL NUMBER EMPLOYEES IN MAX SHIFT	TOTAL PAYROLL

30. Loss Prevention.

a. Loss Prevention Service Company Information: NYSIR (Annual Inspections)

1. Name of service company _____

2. Address of service company _____

b. Do you have dedicated safety professionals on staff which are not human resources personnel? ☐ Yes ☑ No

c. Do you have safety committees? ☑ Yes ☐ No

d. If yes, do they have management participation? ☑ Yes ☐ No

e. Do you provide new hire safety training? ☑ Yes ☐ No

f. Do you provide job specific safety training thereafter? ☑ Yes ☐ No

g. Do you have a cost allocation system in place which links workers' compensation costs to the department or facility? ☐ Yes ☑ No

h. Do you have any incentive plans in place linking individual and department workplace safety to a rewards system? ☐ Yes ☑ No

31. Claims Handling. *(If no service company, MECC Self-Administration Questionnaire must be completed.)*

a. Service Company Information:

1. Name of service company PMA Group (Effective 7/1/07)

2. Address of service company 5798 Widewaters Parkway
Dewitt, NY 13214

3. Phone number (800) 329-6185

4. Contact name for this account: Charles Bolesh

b. Are claims handled to conclusion? If no, give details. ☑ Yes ☐ No

c. What is normal length of service contract? 3 year

d. Does applicant agree to let the excess carrier know about any changes in the service company or in the kind or amount of services to be performed by the service company? ☑ Yes ☐ No

e. Do you have an alternative duty return to work program in place for all departments? ☐ Yes ☑ No

f. Do you provide in-house medical attention for first aid injuries? ☑ Yes ☐ No

g. If so, who provides the treatment? School Nurses

h. Do you have a process in place in which all injuries are internally investigated and reported to your claim servicing company within 24 hours? ☑ Yes ☐ No

i. Do you conduct regular or quarterly claim reviews with your claim servicing company? ☑ Yes ☐ No

j. Check the following managed care programs that apply to your program:

☑ PPO ☑ contracted pricing ☐ other _____

☑ fee scheduling ☑ nurse case management

Florida Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of of a felony of the third degree.

New Jersey Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

New York Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

Other States Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing false or deceptive statement is guilty of insurance fraud.

5/11/2016		
Date	Applicant's Signature	Title
	Port Jervis City SD	
	Print Applicant's Name	Print Applicant's Title