



November 26, 2019

MANITOULIN-SUDBURY DISTRICT SERVICES BOARD
MSDSB
210 MEAD BLVD
ATTN HUMAN RESOURCES
ESPANOLA, ON P5E 1R9
CANADA

Workplace Safety
& Insurance Board

Commission de la sécurité
professionnelle et de l'assurance
contre les accidents du travail

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Account 8590834
Firm 625561

☎ (416) 344-1000 ☎ 1-888-313-7373
TTY/ATS : 1-800-387-0050
1-800-387-0750
www.wsib.on.ca

Dear Sir/Madam:

SUBJECT: Information Required for Your New Premium Rate Setting Model Classification

I'm writing in response to your emails dated October 1, 2019 and October 25, 2019 regarding your firm's classification. Several unsuccessful attempts were made to contact you via telephone.

The Annual Premium Rate Summary Statement letter dated September 24, 2019 (attached) confirms the classifications and the rates for the above organization effective January 1, 2020, with the exception to the business activities related to supply of labour and temporary services; North American Industry Classification (NAICS) codes 001170 and 561320. In order, to confirm whether these NAICS codes are correct, additional information were requested from your organization.

Please note, the Workplace Safety and Insurance Board (WSIB) applies special classification rules to temporary employment agencies (TEAs). An employer who supplies his or her workers to perform work for another employer on a temporary basis for a fee is considered a TEA. An employer who receives workers from a TEA on a temporary basis for a fee is considered a client employer.

Under the WSIB's new premium rate setting model, the following classification rules are applied to TEAs:

- TEAs are assigned a separate classification for each class/subclass to which they supply workers
- TEAs may be classified under the North American Industry Classification System (NAICS) code 561320 (Temporary Help Services) for the business activity of supplying labour. The insurable earnings for your own internal office staff should be reported under this classification. (Please note that the insurable earnings of the workers you supply to client employers are not reported here)
- For any non-supply of labour business activity, a single rate will be assigned. For multiple non-supply of labour business activities, a predominant class will be assigned (unless you meet the criteria for multi-rating - see *Single and Multiple Premium Rates* policy # 14-01-07).

To properly classify your account, please provide the following information:

- Verify if you have administrative staff who do not perform work for client employers and you are able to segregate insurable earnings for these workers
- Provide a client employer list that includes legal name, address and predominant class/subclass of each client employer
- Verify if you conduct any non-supply of labour business activities. If so, please provide the details of the business activity along with copies of invoices, contracts or purchase orders.

MANITOULIN-SUDBURY DISTRICT SERVICES BOARD

Account Type Acct # 8590834

Additional information regarding New Experimental Experience Rating (NEER) in relation to Rate Framework can also be found through www.wsib.ca under Rate Framework.

If you have any questions regarding this letter, please call the toll-free number below.

Sincerely,

Sharon Hagley

Sharon Hagley
Account Specialist
Employer Service Centre
1-800-387-0750

Premium Rate | 3

Your rate	Projected
\$4.95	\$4.95

Predominant Class

CLASS/ SUBCLASS	DESCRIPTION
N1	Ambulatory health care

NAICS CODE	DESCRIPTION	CLASS/ SUBCLASS	DESCRIPTION
485990	Other transit and ground passenger transportation	F2	Air, transit, ground passenger, recreational and pipeline transportation, courier services and warehousing

Premium Rate | 4

Your rate	Projected
\$5.22	\$5.22

Predominant Class

CLASS/ SUBCLASS	DESCRIPTION
N1	Ambulatory health care

NAICS CODE	DESCRIPTION	CLASS/ SUBCLASS	DESCRIPTION
913110	Municipal courts of law	D2	Public administration
621911	Ambulance (except air ambulance) services	N1	Ambulatory health care
531111	Lessors of residential buildings and dwellings (except social housing projects)	K	Finance, management and leasing

Notes: Your rate (per \$100 of insurable earnings) is based on your predominant class and/or rate modifier, if applicable.

Your business will not experience rate decreases if it is non-compliant. Non-compliance occurs if provisional insurable earnings are applied to one or more years in the review period. Provisional insurable earnings apply if your business has not reported payroll in more than one period in the preceding year.

When it's time to calculate and report your premiums

Multiply your gross insurable earnings by your premium rate and divide by 100:

$$\text{Gross Insurable Earnings} \times \text{Premium Rate} \div 100 = \text{Premium}$$

You will need to calculate a premium for each NAICS code(s) based on your insurable earnings amount and pay the premium(s) to the WSIB. For more information, please visit wsib.ca

24Sep2019

ATTN HUMAN RESOURCES
MANITOULIN-SUDBURY DISTRICT
SERVICES BOARD
210 MEAD BLVD
ESPANOLA ON P5E 1R9

Account 8590834
Firm 625561

Reporting Frequency: Monthly

Premium Rate Summary Statement

Effective Period

Your premium rate is based on claims and insurable earnings data as of 30Apr2019

01Jan2020 to 31Dec2020

Premium Rate | 1

Your rate	Projected
\$4.45	\$4.45

Predominant Class

CLASS/ SUBCLASS	DESCRIPTION
G3	Foundation, structure and building exterior construction

NAICS CODE	DESCRIPTION
001170	Supply of labour to Class G3

CLASS/ SUBCLASS	DESCRIPTION
G3	Foundation, structure and building exterior construction

Premium Rate | 2

Your rate	Projected
\$1.67	\$1.67

Predominant Class

CLASS/ SUBCLASS	DESCRIPTION
M	Administration, services to buildings, dwellings and open spaces

NAICS CODE	DESCRIPTION
561320	Temporary help services

CLASS/ SUBCLASS	DESCRIPTION
M	Administration, services to buildings, dwellings and open spaces

If you are an individual in need of an accessible version of this form or are having difficulties accessing this form, please contact 1-800-387-0750

Glossary

Associated Organizations – refers to an association between two or more employers. The WSIB combines the insurable earnings and claims experience of associated employers for the purposes of classification and prospective premium rate setting. The criteria used by the WSIB to determine an association is outlined in Policy 14-01-06; Associated Employers.

Predominant Class – refers to the class/subclass with the highest portion of reported insurable earnings across all accounts within your organization and/or associated organizations.

Projected rate – is the rate that each business should pay to fully fund their fair share of costs of the insurance fund. It also shows the future direction, up or down, that your premium rate is headed, if there is no change in your individual and class experience from year-to-year. This projected rate includes any applicable rate modifiers resulting from legislated obligations and transition funding.

Provisional insurable earnings – is an estimate of a business's insurable earnings, when a business has not reported their payroll in more than one period in the preceding year, and the account has not been reconciled at this time.

Rate Modifier – refers to premium rate setting elements that adjust your rates, i.e. OHSA/and Safe Workplace Associations (SWA) exemption, Mine Rescue charge and transition funding for applicable businesses.

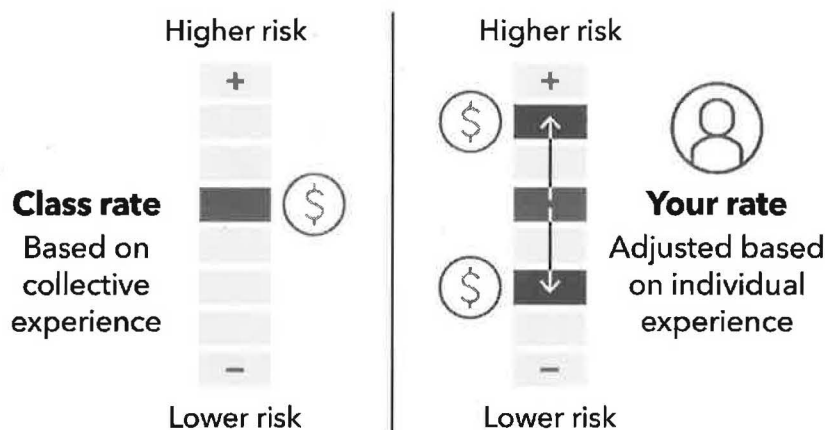
Reporting Frequency – refers to the period of time over which you calculate your insurable earnings and report your premiums. The length of your reporting period depends on your premium frequency which may be one month, one quarter, or one year.

Understanding your 2020 premium rates

Welcome to our new premium rate-setting model. Our goal is to make it easier to understand how your business and other businesses are classified, provide rates that better reflect your individual claims experience and help you plan for the future with projected premium rates.

All clients you provide labour to will generally be assigned one North American Industry Classification System (NAICS) class or subclass with an associated six-digit NAICS code for each business activity. Each NAICS class rate is based on the collective risk profile of all of the businesses within the class and the class's share of responsibility to maintain the insurance fund.

Each NAICS class is broken into a series of risk bands and each risk band has an associated rate, either above or below the class rate. The difference between each risk band rate is approximately five per cent.



Check out wsib.ca/rateframework for more information and join one of our technical rate sessions in October.

NAICS and your premium rates

The following is how NAICS will be applied to Temporary Employment Agencies (TEAs) under our new model:

- Your business will be classified under NAICS code 561320 (Temporary Help Services) for the business activity of supplying labour and you will report your office staff's insurable earnings under this classification.
- You will receive separate rates reflecting the NAICS class rate for each class you will supply labour to in 2020 – this information was requested in a previous communication in December 2018.
- If you have not yet provided details on the businesses you will be supplying labour to, you will be assigned to class G3, the highest class rate, until you provide us with this information.

Claims experience in our new model

Your individual claims experience will not be considered for rate setting purposes in 2020 and 2021. Starting in 2022, your individual experience can be considered once you have 11 or more months of supplying labour in a given class in the review period for the relevant premium year.

If you are eligible for an experience adjusted premium rate for a class you supply labour to, your rate will move from the class rate to reflect the risk band that best represents your risk in relation to the other businesses in your class.

In 2022, if your experience adjusted premium rate is projected to be below the class rate, the decrease will be applied to your rates. Businesses with projected rates above the class rate, will move a maximum of two risk bands up towards their projected rate.



Starting in 2023, our rate setting policies under the new model will be fully in effect. Businesses with projected premium rate increases or decreases will see their rates move up or down a maximum of three risk bands each year until they reach their projected rate.

2022

The projected premium rate provides the future direction that a rate is headed if there is no change in claims experience from year-to-year.

Improving health and safety

You can start making a difference now to improve your safety experience by participating in the programs we offer and using our resources for businesses that promote health and safety in the workplace.



In November, we will launch a new health and safety excellence program that will provide a clear roadmap for businesses to improve workplace safety. Success in our new program can lead to rebates and an improved health and safety record can help lower premium rates.

Visit **wsib.ca** to learn more about workplace health and safety and use our other online services:

- Report your payroll and pay your premiums
- Report an injury or illness
- Get a clearance
- Upload claim-related documents

wsib.ca



If you believe the information in this letter is incorrect, you can contact us at **employeraccounts@wsib.on.ca**.

The *Workplace Safety and Insurance Act* imposes time limits on objections and requires that you notify us in writing by no later than June 30, 2020.