



30 S 17th Street, Suite 1500
Philadelphia, PA 19103

INFORMATION BULLETIN

September 23, 2024

Information Bulletin #012

To All Members of the DCRB:

DCRB Adopts Four-Digit Classification Code Format

The Delaware Compensation Rating Bureau, Inc. (DCRB) is transitioning to a four-digit display for all classification codes. This aligns DCRB's classification code display with the national approach and with most carrier systems, which are already programmed to accommodate four-digit classification codes. The codes for DCRB classifications that are already four digits (e.g., 7428, Airport Operation – Ground Employees) will not change. The codes for DCRB classifications with three digits (e.g., Code 953, Office) will show a leading zero (e.g., 0953).

This transition is already reflected in various DCRB documents as part of our recent data management system update including but not necessarily limited to the loss cost and residual market rate documents posted on the DCRB's website (under "Rating Values") in both the WCRATE and Excel formats, and the "Bureau Rating Values" pages found in Section 2 of the Basic Manual. Section 2 – Classifications – Numeric and Group Arrangement – of the Basic Manual presently reflects three-digit classification codes where applicable - further updates to the Basic Manual related to this transition will be forthcoming.

The transition to a four-digit class code display has no impact on a classification's scope or DCRB loss cost value or residual market rate and has no bearing on any employer's workers' compensation classification assignment.

William V. Taylor
President

rf