

MEMO

TO: All applicants applying for permit
FROM: Bureau of Inspections
DATE: December 17, 2012
RE: Workers' Compensation Requirements

New York State Workers Compensation Law requires all applicants to provide proof of workers compensation compliance when applying for a permit, licenses, or contracts from municipal and state agencies.

Applicants eligible for exemptions must file a new (CE-200 Form) for each and every new or renewed permit, license or contract issued by a government agency. Each CE-200 Form will specifically list the issuing government agency and the specific type of permit, license or contract requested by the applicant. Applicants applying for permits will also need to supply additional information including identifying the specific job location and the estimated cost of the project.

To comply with coverage provisions of the Workers' Compensation Law, businesses must:

- A) be legally exempt from obtaining Workers' Compensation insurance coverage (sole proprietors with no employees) ; or
- B) obtain such coverage from insurance carriers; or
- C) Be a Board-Approved Self-Insured employer or participate in an authorized group self-insurance plan.

To assist State and Municipal entities in enforcing WCL Section 57, businesses requesting permits or seeking to enter into contracts must provide one of the following forms to the government entity issuing the permit or entering into a contract:

- A) CE-200 Certificate of Attestation for New York entities with no employees, that New York State Workers' Compensation and/or Disability Benefits Insurance Coverage IS NOT required; Form CE-200 can be filled out electronically on the Board's website, www.wcb.ny.gov under the heading "Forms"; or
- B) C-105.2- Certificate of Workers' Compensation Insurance provided by the business's insurance carrier; or
- C) SI-12 Certificate of Workers' Compensation Self-Insurance. (The business's Group Self-Insurance Administrator will send this form to the government entity upon request.)