QC3
Query Commercial Classification Code User Guide

WELCOME

ISO's QC3 (Query Commercial Classification code) is a tool that provides a quick reference guide between workers' compensation and general liability codes, as well as SIC (Standard Industrial Classification) and NAICS (North American Industry Classification system) codes.

The left side of your browser window includes the "Menu Bar" and the balance of the screen is the "Canvas."

MENU BAR (LEFT SIDE OF PAGE)

- **Home** – the home page provides a description of QC3 and the products available within this tool. By selecting the QC3 Workers Compensation, QC3 General Liability, or QC3 User Guide link on the canvas, a description is displayed as well as a link to that product. Selecting either the canvas link or menu bar link will open the WC or GL search page or the User Guide.

- **QC3WC** – this link brings the user to the WC Query Commercial Classification Code Search Page. The user selects the jurisdiction and the type of search using either:
  - ❖ WC class code number
  - ❖ GL class code number
  - ❖ SIC code number
  - ❖ NAICS code number
  - ❖ Description/Phraseology

- **QC3 GL** – This link brings the user to the GL Query Commercial Classification Code Search Page. The user selects the jurisdiction and the type of search using either:
  - ❖ GL class code number
  - ❖ WC class code number
  - ❖ SIC code number
  - ❖ NAICS code number
  - ❖ Description/Phraseology

  NOTE: the QC3WC and QC3 GL search results are the same. The difference is how the results are displayed – by WC or GL order.

- **User Guide** – This link opens the User Guide which provides information on how to use the QC3 tool.
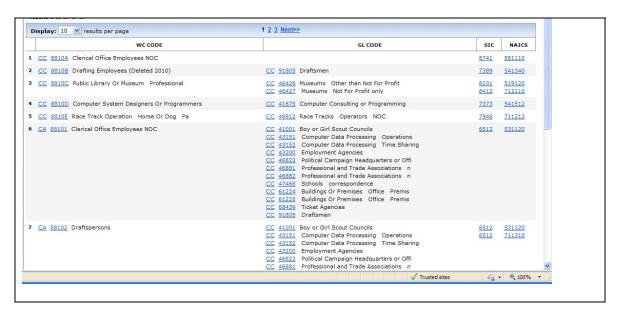
CANVAS

If the user is a registered user of PAAS® on ISOnet through their PAAS subscription, an ISO service/product, they will have direct access to the products contained within PAAS® on ISOnet.

➢ **QC3 Workers Compensation** – provides same link to QC3 WC Search Page as menu bar, and includes a description of the product.

➢ **QC3 General Liability** – provides same link to QC3 GL Search Page as menu bar, and includes a description of the product.

➢ **User Guide** – provides same link to User Guide as menu bar, and includes a description of the product.

➢ **Homepage.terms** – provides a description of how the ISO information relating to QC3 can be used, how ISO must be cited as the copyright owner for specific content (if permission is specifically granted), disclaimers concerning links to non-ISOnet web sites, and ISO's Internet Privacy Policy.

➢ **Homepage.publications** – if the user is online, this link will open a browser window for the PAAS® on ISOnet (PAAS customers only).

QC3 WC

- **Search by WC Class Code**
  ❖ Select the jurisdiction (default setting is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  ❖ Enter the three (DE, PA), four, or five (CA codes with suffix, i.e. 8810(1) entered as 88101) digit workers compensation code and press the enter key on your keyboard or click on the "Search" button. To conduct a wildcard search enter a part of the code followed by an asterisk (*). For example, entering a WC code of "10*" will match to all WC codes starting with "10."
  ❖ Results (using the default setting "All Jurisdictions") will be displayed in numeric order by NCCI countrywide code (shown as "CC") and then alphabetically by state. For example, an "All jurisdiction" search for code 8810 will show the following results:

The corresponding GL code is shown in the second column (numerically, if more than one corresponding code); followed by the corresponding SIC code in the third column and the corresponding NAICS code in the last column.

NOTE – if the user's company has a subscription to PAAS on ISOnet, clicking on the WC or GL code number will open that specific PAAS® classification guide (provides the phraseology, note, contemplated operations, analogies, and related codes.)

NOTE – while connected to the Internet, clicking on the SIC code number will open a search page on the US Department of Labor site under the SIC manual search page. A similar connection can be made to the US Census Bureau web site under the NAICS code.

- **Search by GL Class Code**
  - ❖ Select the jurisdiction (default setting is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the five digit ISO general liability code and press the enter key on your keyboard or click on the "Search" button. To conduct a wildcard search enter a part of the code followed by an asterisk (*). For example, entering a GL code of "10*" will match to all GL codes starting with "10." The search criteria result provides a listing of workers compensation codes cross-referenced to the general liability code in the search criteria.
  - ❖ Results (using the default setting "All Jurisdictions") will be displayed in numeric order by NCCI countrywide code (shown as "CC") and then alphabetically by state. For example, an "All jurisdiction" search for code 94007 will show, in numeric WC order

GL Query Commercial Classification Code Results			
Request: Search for 94007 in Class Code | Applicable in All Jurisdictions			New Search
Results 1 to 2 of 2			
Display: 10 ✔ results per page			
WC CODE	**GL CODE**	**SIC**	**NAICS**
1 CC 6217A Excavation & Drivers NOC CC 6217B Rock Excavation & Drivers	CC 94007 Excavation NOC	1794	238910
2 CC 6217A Excavation & Drivers NOC CC 6217B Rock Excavation & Drivers	RI 94007 Excavation NOC	1794	238910

The GL code used in the search criteria is shown in the second column (if more than one corresponding GL code applies to the WC code listed, the codes will be shown in numeric order); followed by the corresponding SIC code in the third column and the corresponding NAICS code in the last column.

NOTE – if the user's company has a subscription to PAAS on ISOnet, clicking on the WC or GL code number will open that specific PAAS® classification guide (provides the phraseology, note, contemplated operations, analogies, and related codes.)

NOTE – while connected to the Internet, clicking on the SIC code number will open a search page on the US Department of Labor site under the SIC manual search page. A similar connection can be made to the US Census Bureau web site under the NAICS code.

- **Search SIC Code**
  - ❖ Select the jurisdiction (default is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the SIC code and press the enter key on your keyboard or click the "Search" button. To conduct a wildcard search, enter a part of the code followed by an asterisk (*). For example, entering a SIC code of "23*" will match to all SIC codes starting with "23." The search criteria results provide a listing of SIC codes cross-referenced to the workers compensation code in the QC3 WC.
  - ❖ A link to the US Dept of Labor for SIC codes has been added for the user's reference.

- **Search by NAICS Code**
  - ❖ Select the jurisdiction (default is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the NAICS code and press the enter key on your keyboard or click the "Search" button. To conduct a wildcard search, enter a part of the code followed by an asterisk (*). For example, entering an NAICS code of "314*" will match to all NAICS codes starting with "314." The search criteria result provides a listing of NAICS codes cross-referenced to the workers' compensation code in the search criteria.
  - ❖ Results (using the default setting "All jurisdictions") will be displayed in numeric order by corresponding NCCI countrywide code (shown as "CC") and then alphabetically by state. For example, an "All Jurisdiction" search for NAICS code 238130 will shown, in numeric WC order, all WC codes with code 238130 as the corresponding NAICS code.

- **Search by Description/phraseology**
  - ❖ Select the jurisdiction (default setting is "all jurisdictions"). To select more than one state, click on each state while holding down the control button on your keyboard. Enter the description or phraseology wording in the search criteria box. If searching for more than one word, place quotation marks ("") around the words entered into the Search Criteria box.
  - ❖ Results (using the default setting "All Jurisdictions") will be displayed in numeric order by corresponding NCCI countrywide code (shown as "CC") and then alphabetically by state. For example, an "All jurisdictions" search for drywall will show, in numeric WC order, all WC codes with drywall in the phraseology.

QC3 GL

- **Search by GL Class Code**
  - ❖ Select the jurisdiction (default setting is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the five digit ISO general liability code and press the enter key on your keyboard or click on the "Search" button. To conduct a wildcard search enter a part of the code followed by an asterisk (*). For example, entering a GL code of "91*" will match to all GL codes starting with "91."
  - ❖ Results (using the default setting "All Jurisdictions") will be displayed in numeric order by ISO GL countrywide code (shown as "CC") and then alphabetically by state. For example, an "All jurisdiction" search for code 91340 will show the following results:

GL Query Commercial Classification Code Results

Request: Search for 91340 in Class Code | Applicable in All Jurisdictions
[New Search]

Results **1** to **2** of **2**

Display: 10 ⌄ results per page

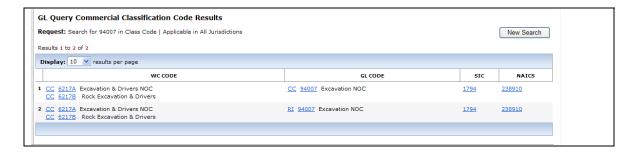| WC CODE	GL CODE	SIC	NAICS
1 CC 5645A Carpentry Detached One Or Two Family CC 5651A Carpentry Dwellings Three Stories O	CC 91340 Carpentry construction of residential	1521 1522 1751	236115 236116 238130
2 CC 5645A Carpentry Detached One Or Two Family CC 5651A Carpentry Dwellings Three Stories O	RI 91340 Carpentry construction of residential	1521 1522 1751	236115 236116 238130

The corresponding WC code is shown in the first column (numerically, if more than one corresponding code); followed by the corresponding SIC code in the third column and the corresponding NAICS code in the last column.

NOTE – if the user's company has a subscription to PAAS on ISOnet, clicking on the WC or GL code number will open that specific PAAS® classification guide (provides the phraseology, note, contemplated operations, analogies, and related codes.)

NOTE – while connected to the Internet, clicking on the SIC code number will open a search page on the US Department of Labor site under the SIC manual search page. A similar connection can be made to the US Census Bureau web site under the NAICS code.

- **Search by GL Class Code**
  - ❖ Select the jurisdiction (default setting is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the five digit ISO general liability code and press the enter key on your keyboard or click on the "Search" button. To conduct a wildcard search enter a part of the code followed by an asterisk (*). For example, entering a GL code of "94*" will match to all GL codes starting with "94." The search criteria result provides a listing of workers compensation codes cross-referenced to the general liability code in the search criteria.
  - ❖ Results (using the default setting "All Jurisdictions") will be displayed in numeric order by ISO GL countrywide code (shown as "CC") and then alphabetically by state. For example, an "All jurisdiction" search for code 94007 will show, in numeric GL order

GL Query Commercial Classification Code Results

Request: Search for 94007 in Class Code | Applicable in All Jurisdictions
[New Search]

Results **1** to **2** of **2**

Display: 10 ⌄ results per page

WC CODE	GL CODE	SIC	NAICS
1 CC 6217A Excavation & Drivers NOC CC 6217B Rock Excavation & Drivers	CC 94007 Excavation NOC	1794	238910
2 CC 6217A Excavation & Drivers NOC CC 6217B Rock Excavation & Drivers	RI 94007 Excavation NOC	1794	238910

The GL code used in the search criteria is shown in the second column (if more than one corresponding GL code applies to the WC code listed, the codes will be shown in numeric order);

followed by the corresponding SIC code in the third column and the corresponding NAICS code in the last column.

NOTE – if the user's company has a subscription to PAAS on ISOnet, clicking on the WC or GL code number will open that specific PAAS® classification guide (provides the phraseology, note, contemplated operations, analogies, and related codes.)

NOTE – while connected to the Internet, clicking on the SIC code number will open a search page on the US Department of Labor site under the SIC manual search page. A similar connection can be made to the US Census Bureau web site under the NAICS code.

- **Search SIC Code**
  - ❖ Select the jurisdiction (default is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the SIC code and press the enter key on your keyboard or click the "Search" button. To conduct a wildcard search, enter a part of the code followed by an asterisk (*). For example, entering a SIC code of "23*" will match to all SIC codes starting with "23." The search criteria results provide a listing of SIC codes cross-referenced to the workers compensation code in the QC3 GL.
  - ❖ A link to the US Dept of Labor for SIC codes has been added for the user's reference.

- **Search by NAICS Code**
  - ❖ Select the jurisdiction (default is all jurisdictions). To select more than one state, click on each state while holding down the control button on your keyboard.
  - ❖ Enter the NAICS code and press the enter key on your keyboard or click the "Search" button. To conduct a wildcard search, enter a part of the code followed by an asterisk (*). For example, entering an NAICS code of "314*" will match to all NAICS codes starting with "314." The search criteria result provides a listing of NAICS codes cross-referenced to the general liability code in the search criteria.
  - ❖ Results (using the default setting "All jurisdictions") will be displayed in numeric order by corresponding NCCI countrywide code (shown as "CC") and then alphabetically by state. For example, an "All Jurisdiction" search for NAICS code 238130 will shown, in numeric WC order, all GL codes with code 238130 as the corresponding NAICS code.

- **Search by Description/phraseology**
  - ❖ Select the jurisdiction (default setting is "all jurisdictions"). To select more than one state, click on each state while holding down the control button on your keyboard. Enter the description or phraseology wording in the search criteria box. If searching for more than one word, place quotation marks ("") around the words entered into the Search Criteria box.
  - ❖ Results (using the default setting "All Jurisdictions") will be displayed in numeric order by corresponding NCCI countrywide code (shown as "CC") and then alphabetically by state. For example, an "All jurisdictions" search for drywall will show, in numeric GL order, all GL codes with drywall in the phraseology.