

4123-20-04 Payroll reporting.

- (A) All employers insured by the marine industry fund shall, at such intervals as may be required by the fund, submit payroll reports showing the number of persons employed in occupations covered by the marine industry fund insurance policy and the total payroll allocable to each manual classification in use by the marine industry fund and applicable to the insured.
- (B) In July and January of each year, the marine industry fund shall mail the insured a report form. The insured shall return such form, together with any adjustment premiums and renewal premiums then due, to the fund no later than August thirty-first and not later than the last day of February, for the respective payroll periods. Such report shall include a statement of the insured's actual payroll allocable to each appropriate manual classification for the prior six months, and an estimate of the insured's anticipated payroll for the ensuing eight months, and such other information as shall be required by the fund.
- (C) The payroll reports provided for in paragraph (B) of this rule shall be used as the basis for adjustment of premiums paid for the prior period, and for determination of the prepaid premium for the ensuing period. No provision of this rule shall be construed to limit in any way the right of the fund to audit the payroll records of the insured or to make adjustments based on the findings of such audits.
- (D) In the event that the actual payroll for any six-month reporting period is greater than ninety per cent of the eight-month estimated payroll, the insured employer shall be subject to a penalty in the sum of ten per cent of the total premium due for such six-month period. The penalty provided for herein shall not apply, if the insured employer shall promptly notify the marine industry fund of any increase in payroll expenditures beyond the level of previously reported estimated payroll, and submit payment of additional premium to cover such increased payroll, prior to the end of the six-month reporting period.
- (E) Pursuant to section 4131.14 of the Revised Code, for all payroll periods beginning July 1, 2012, if the employer estimates no payroll or calculates estimated premium of less than the minimum administrative charge for the reporting period, the employer shall pay a minimum annual non-refundable administrative charge at a rate of fifty dollars each six months or one hundred dollars annually.

Effective: 7/5/12

Prior Effective Dates: 3/23/81, 12/18/89 (Emer.), 2/22/90