SENATE AMENDED

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THE GENERAL ASSEMBLY OF PENNSYLVANIA

HOUSE BILL No. 1055 Session of 2011

INTRODUCED BY MUSTIO, BRENNAN, MILLER, GEIST, PETRI, KILLION, KOTIK, TAYLOR, FARRY, MAHONEY, MURT, J. EVANS, PICKETT, BEAR, READSHAW, M. SMITH, BLOOM, BUXTON, CALTAGIRONE, CARROLL, D. COSTA, DAVIDSON, DAVIS, DELUCA, DEPASQUALE, FABRIZIO, GERGELY, GIBBONS, GOODMAN, HALUSKA, HARKINS, JOSEPHS, MANN, MATZIE, MIRABITO, MUNDY, MURPHY, D. O'BRIEN, PASHINSKI, PAYTON, REICHLEY, SAINATO, SANTONI, SCAVELLO, WATSON, WHITE AND YOUNGBLOOD, MARCH 14, 2011

SENATOR GORDNER, LABOR AND INDUSTRY, IN SENATE, AS AMENDED, MAY 22, 2012

AN ACT

1 2 3	Providing for the registration and regulation of professional employer organizations and for powers and duties of the Department of Labor and Industry; and imposing penalties .
4	The General Assembly of the Commonwealth of Pennsylvania
5	hereby enacts as follows:
6	CHAPTER 1
7	PRELIMINARY PROVISIONS
8	Section 101. Short title.
9	This act shall be known and may be cited as the Professional
10	Employer Organization Registration and Recognition Act.
11	Section 102. Definitions.
12	The following words and phrases when used in this act shall
13	have the meanings given to them in this section unless the
14	context clearly indicates otherwise:

1 "Administrative fee." The fee charged to a client by a 2 professional employer organization for professional employer 3 services. The administrative fee shall not be deemed to include any amount of a fee by the professional employer organization 4 that is for wages and salaries, benefits, workers' compensation, 5 payroll taxes, withholding or other assessment paid by the 6 7 professional employer organization to or on behalf of covered 8 employees under the professional employer agreement.

9 "Client." Any person who enters into a professional employer 10 agreement with a professional employer organization.

11 "Coemployer." A professional employer organization or 12 client.

13 "Coemployment relationship." A relationship which is 14 intended to be an ongoing relationship rather than a temporary 15 or project specific one, wherein the rights, duties and 16 obligations of an employer which arise out of an employment 17 relationship have been allocated between coemployers pursuant to 18 a professional employer agreement and this act.

19 "Controlling person." A person that owns, directly or 20 indirectly, 10% or more of the equity interest in a professional 21 employer organization.

22 "Covered employee." An individual coemployed by a 23 professional employer organization and a client who meets the 24 following criteria:

(1) The individual has received written notice of co employment with the professional employer organization.

(2) The individual's coemployment relationship is
pursuant to a professional employer agreement subject to this
act.

30 Subject to section 504 304, individuals who are officers,

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directors, shareholders, partners and managers of the client and who are operational managers or perform day-to-day operational services for the client are covered employees only to the extent that the client and the professional employer organization expressly agree in the professional employer agreement.

6 "Department." The Department of Labor and Industry of the7 Commonwealth.

8 "Direct hire employee." An individual who is an employee of 9 either the client or the PEO within the meaning of the act of 10 June 2, 1915 (P.L.736, No.338), known as the Workers' 11 Compensation Act, and who is not a covered employee.

12 "Insurer." A legal entity authorized or licensed to transact 13 insurance business in accordance with the laws of this 14 Commonwealth.

"Licensed producer." An individual or business entity that is licensed as an insurance producer by the Insurance Department in accordance with the provisions of Article VI-A of the act of May 17, 1921 (P.L.789, No.285), known as The Insurance Department Act of 1921.

20 "Master policy basis." An agreement under which a single workers' compensation policy issued to the professional employer 21 organization provides coverage for more than one client and may 22 23 provide coverage to the professional employer organization with 24 respect to its direct hire employees. Two or more clients that are insured under the same policy solely because they are under 25 26 common ownership are considered a single client for purposes of 27 this definition.

28 "Multiple coordinated policy basis." An agreement under 29 which a separate workers' compensation policy is issued to the 30 professional employer organization on behalf of each client or

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group of affiliated clients with payment obligations and certain
 policy communications related to such workers' compensation
 policy coordinated through the professional employer
 organization.

5 "PEO group." Two or more professional employer organizations 6 that are majority owned or commonly controlled by the same 7 entity, parent or controlling person.

8 "Person." Any individual, partnership, corporation, limited 9 liability company, association or any other form of legally 10 recognized entity.

11 "Professional employer agreement." A contract by and between 12 a client and a professional employer organization that provides:

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(1) for the coemployment of covered employees;

14 (2) for the allocation of employer rights and
15 obligations between the client and the professional employer
16 organization with respect to the covered employees; and

17 (3) that the professional employer organization and the 18 client assume the responsibilities required by this act. 19 "Professional employer organization" or "PEO." Any person 20 engaged in the business of providing professional employer 21 services.

22 "Professional employer services." The business of entering23 into coemployment relationships under this act.

24 "Registrant." A professional employer organization-

25 registered under this act.

26 "Secretary." The Secretary of Labor and Industry of the 27 Commonwealth.

28 "Temporary help services." Services consisting of a person:
29 (1) recruiting and hiring its own employees;

30 (2) finding other organizations that need the services

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1 of those employees;

2 (3) assigning those employees to perform work at or 3 services for the other organizations to support or supplement the other organizations' work forces, or to provide 4 5 assistance in special work situations, including, but not 6 limited to, employee absences, skill shortages, seasonal 7 workloads or to perform special assignments or projects; and 8 (4) customarily attempting to reassign the employees to 9 other organizations when they finish each assignment.

10 Section 103. Scope.

11 A person engaged in the business of providing professional 12 employer services shall be subject to registration and 13 regulation under this act regardless of its use of the term or 14 conducting business as a professional employer organization, PEO, staff leasing company, registered staff leasing company, 15 employee leasing company, administrative employer or any other 16 17 name. The following shall not be deemed to be professional 18 employer organizations or the providing of professional 19 employment services for purposes of this act:

(1) Arrangements wherein a person, whose principal
business activity is not entering into professional employer
arrangements and which does not hold itself out as a PEO,
shares employees with a commonly owned company within the
meaning of section 414(b) and (c) of the Internal Revenue
Code of 1986 (Public Law 99-514, 26 U.S.C. § 1 et seq.).

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(2) Independent contractor arrangements.

27 (3) Providing temporary help services.

28 Section 104. Construction.

29 (a) Collective bargaining agreements.--Nothing contained in30 this act or in any professional employer agreement shall affect,

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modify or amend any existing collective bargaining agreement, 1 2 specifically limit or affect any future collective bargaining 3 agreement, or affect, modify or amend any rights or obligations of any client, PEO or covered employee under the National Labor 4 Relations Act (49 Stat. 449, 29 U.S.C. § 151 et seq.), the 5 Railway Labor Act (Public Law 69-257, 44 Stat. 577) or the act 6 7 of June 1, 1937 (P.L.1168, No.294), known as the Pennsylvania 8 Labor Relations Act. For purposes of determining the number of workers for existing and prospective collective bargaining 9 agreements, each client shall be treated as employing its direct 10 11 hire employees and only those covered employees coemployed by 12 the client.

13 (b) Employment arrangements.--Nothing in this act or in any 14 professional employer agreement shall:

15 (1) Diminish, abolish or remove rights of covered
16 employees of a client or obligations of such client to a
17 covered employee existing prior to the effective date of the
18 professional employer agreement.

19 Affect, modify or amend any contractual relationship (2)20 or restrictive covenant between a covered employee and any 21 client in effect at the time a professional employer 22 agreement becomes effective, nor shall it prohibit or amend 23 any contractual relationship or restrictive covenant that is 24 entered into subsequently between a client and a covered 25 employee. A PEO shall have no responsibility or liability in 26 connection with, or arising out of, any existing or new 27 contractual relationship or restrictive covenant unless the 28 PEO has specifically agreed otherwise in writing.

29 (3) Eliminate any right otherwise existing in law,
30 except as provided in this act.

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(4) Create any right or cause of action not otherwise
 existing in law except as specifically set forth in the
 professional employer agreement or this act.

4 (c) Licensing.--Nothing contained in this act or any
5 professional employer agreement shall affect, modify or amend
6 any Federal, State or local licensing, registration or
7 certification requirement applicable to any client or covered
8 employee. The following apply:

9 (1) A covered employee who must be licensed, registered 10 or certified according to law or regulation is deemed solely 11 an employee of the client for purposes of the license, 12 registration or certification requirement.

(2) A PEO shall not be deemed to engage in any
occupation, trade, profession or other activity that is
subject to licensing, registration or certification
requirements, or is otherwise regulated by a governmental
entity, solely by entering into and maintaining a
coemployment relationship with a covered employee who is
subject to such requirements or regulation.

(3) A client shall have the sole right of direction and
control of the professional or licensed activities of covered
employees and of the client's business. Covered employees and
clients shall remain subject to regulation by the regulatory
or governmental entity responsible for licensing,
registration or certification of the covered employees or
clients.

(d) Tax credits and other incentives.--For purposes of
determination of tax credits and other economic incentives
provided by the Commonwealth or other government entity and
based on employment, covered employees shall be deemed employees

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solely of the client. A client shall be entitled to the benefit 1 2 of any tax credit, economic incentive or other benefit arising 3 as the result of the employment of covered employees of the client. If the grant or amount of any incentive is based on the 4 number of employees, then each client shall be treated as 5 employing its direct hire employees and those covered employees 6 7 coemployed by the client. Covered employees working for other 8 clients of the PEO shall not be counted. Each PEO will provide, 9 upon request by a client or an agency or department of the 10 Commonwealth, employment information reasonably required by any agency or department of the Commonwealth responsible for 11 12 administration of a tax credit or economic incentive and 13 necessary to support any request, claim, application or other 14 action by a client seeking the tax credit or economic incentive.

15 (e) Disadvantaged business. --With respect to a bid, 16 contract, purchase order or agreement entered into with the 17 Commonwealth or a political subdivision of the Commonwealth, a 18 client company's status or certification as a small, minority-19 owned, disadvantaged or woman-owned business enterprise or as a 20 historically underutilized business is not affected because the 21 client company has entered into an agreement with a PEO or uses 22 the services of a PEO.

23 (f) Other entity as employer. -- Nothing in this act shall be 24 construed to designate any entity other than the client as the 25 employer of any employee performing services for or on its 26 behalf while employed directly or indirectly by a PEO for any purposes other than those specifically designated in this act. 27 28 Persons performing services for or on behalf of a client shall 29 be deemed to be employees of the client for all purposes other 30 than those specifically designated in this act where persons may

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1	be considered employees of a PEO.
2	CHAPTER 3
3	REGISTRATION
4	Section 301. Registration.
5	(a) Registration requirements. The department shall
6	register a PEO or PEO group only if the PEO or the PEO group
7	meets all requirements of this act. A PEO seeking limited
8	registration pursuant to subsection (e) shall provide the
9	department with information and documentation necessary to show-
10	that the PEO qualifies for limited registration.
11	(b) Registration informationAn application for-
12	registration shall include the following information:
13	(1) The name or names under which the PEO or the PEO
14	group members conduct business and the legal name.
15	(2) The address of the principal place of business of
16	the PEO or the PEO group members and the address of each
17	office maintained in this Commonwealth.
18	(3) The taxpayer or employer identification number of
19	the PEO or the PEO group members.
20	(4) A list by state of each name under which the PEO or
21	the PEO group members has operated in the preceding five-
22	years, including any alternative names, names of predecessors
23	and, if known, successor business entities.
24	(5) A statement of ownership, which shall include the
25	name and evidence of the business experience of any
26	controlling person.
27	(6) A statement of management, which shall include the
28	name and evidence of the business experience of any person-
29	who serves as president, chief executive officer or otherwise
30	has the authority to act as senior executive officer of the

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PEO or PEO group member.

2 (7) A financial statement that sets forth the financial
3 condition of the PEO or PEO group and meets the following4 requirements:

5 (i) The financial statement shall be prepared in 6 accordance with generally accepted accounting principles. 7 (ii) The financial statement shall be audited by an independent certified public accountant licensed to-8 practice in the jurisdiction in which the accountant is 9 10 located and shall be without qualification as to the going concern status of the PEO. A PEO or PEO group may 11 submit a combined or consolidated audited financial-12 13 statement to meet the requirements of this subparagraph. 14 (iii) The financial statement shall cover the PEO or 15 PEO group's most recent fiscal year. If a financial statement for the most recent fiscal year is not-16 17 available at the time the application is filed, the-18 department may grant the PEO or PEO group an extension of 19 time to submit the financial statement, allow the PEO or 20 PEO group to submit the immediately preceding financial statement or, if the PEO or PEO group does not have-21 22 sufficient operating history to have a financial 23 statement for a complete fiscal year, allow the PEO or-24 PEO group to submit a financial statement for a shorter 25 period of time that is reviewed by a certified public 26 accountant. 27 (8) The provisions of the professional employer 28 agreements in use or that will be used by the PEO or PEOgroup in this Commonwealth. 29 (9) A complete list of current clients with covered 30

1	employees who perform services within this Commonwealth at-
2	the time of registration.
3	(10) Evidence of current workers' compensation insurance
4	policies issued to or through the PEO insuring covered
5	employees located in this Commonwealth.
6	(11) Designation of a registered agent for acceptance of
7	service of process in this Commonwealth.
8	(12) All additional information required by the
9	department to demonstrate that the PEO or PEO group meets the
10	requirements for the applicable registration.
11	(c) Timely application and duration of registration
12	(1) An initial registration, if granted by the
13	department, shall be effective through the end of the
14	calendar year following the year in which the application for
15	registration is filed with the department. All other-
16	registrations shall be effective for 12 months from the
17	effective date indicated by the department.
18	(i) Each PEO or PEO group operating within this
19	Commonwealth as of the effective date of this act shall-
20	file its application for initial registration no later
21	than 30 days after the effective date of this act.
22	(ii) Each PEO not operating within this Commonwealth
23	as of the effective date of this act shall receive its
24	initial registration prior to commencement of operations
25	within this Commonwealth.
26	(2) A PEO or PEO group that will continue its operations
27	beyond the termination of its initial registration or its-
28	most recent renewal registration shall file an application to
29	renew its registration with the department no later than 90
30	days before the end of the current registration. If a timely-

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1	application for renewal is filed, the current registration
2	shall remain effective until the department grants or denies
3	the application for renewal.
4	(d) PEO group registration. PEOs in a PEO group may satisfy
5	the application, reporting and financial requirements of this
6	act on a combined or consolidated basis, provided that each-
7	member of the PEO group guarantees the obligations under this
8	act of each other member of the PEO group. In the case of a PEO-
9	group that submits a combined or consolidated audited financial
10	statement, including entities that are not PEOs or that are not
11	in the PEO group, a controlling person of the PEO group under-
12	the consolidated or combined statement must guarantee the
13	obligations of the PEOs in the PEO group.
14	(e) Limited registration
15	(1) A PEO or PEO group is eligible for a limited
16	registration under this act if the PEO or PEO group meets the-
17	following:
18	(i) Is domiciled outside this Commonwealth and is-
19	licensed or registered as a PEO or PEO group in another
20	jurisdiction having PEO registration or licensing
21	requirements, including those related to financial
22	capability as set forth in section 303, that, in the-
23	estimation of the department, are at least as stringent-
24	as those set forth in this act.
25	(ii) Does not maintain an office in this-
26	Commonwealth.
27	(iii) Does not directly solicit clients with covered
28	employees who may perform services within this
29	Commonwealth.
30	(iv) Does not have more than 50 covered employees

1	who may perform services in this Commonwealth on any-
2	given day.
3	(2) Section 303 shall not apply to applicants for
4	limited registration.
5	(f) List The department shall maintain a list of PEOs and
6	PEO groups registered under this act that is readily available
7	to the public by electronic or other means.
8	(g) Forms. Applications for registration shall be made in
9	the manner prescribed by the department. The department may
10	prescribe forms necessary to promote the efficient
11	administration of this section.
12	(h) Electronic filing and compliance. The department may to
13	the extent practical provide for the acceptance of electronic
14	filings in conformance with the act of December 16, 1999
15	(P.L.971, No.69), known as the Electronic Transactions Act,
16	including applications, documents, reports and other filings
17	required by this act. The department may provide for the
18	acceptance of electronic filings and other assurance from an-
19	independent and qualified assurance organization approved by the
20	department that provides satisfactory assurance of compliance
21	acceptable to the department in lieu of the requirements of this
22	section and section 303 and other requirements of this act or
23	the rules promulgated pursuant to this act. If the department
24	provides for the acceptance of electronic filings under this
25	section, a PEO or PEO group may authorize an assurance
26	organization, approved by the department, to act on the PEO's or
27	PEO group's behalf in complying with the registration-
28	requirements of this act, including electronic filings of
29	information and payment of registration fees. Nothing in this
30	subsection shall limit or change the department's authority to-

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1	register or terminate registration of a PEO or PEO group or to
2	investigate or enforce any provision of this act.
3	(i) Record confidentialityAll financial statements, any
4	person's personal identifying information, employer
5	identification numbers, a Federal employment identification
6	number, provisions of the professional employer agreements and
7	client lists obtained by the department from a PEO or PEO group-
8	under this act shall not be public records under the act of
9	February 14, 2008 (P.L.6, No.3), known as the Right-to-Know Law.
10	The department shall make available such personal identifying
11	information, employer identification numbers, a Federal
12	employment identification number, provisions of the professional
13	employer agreements and client lists obtained by the department
14	from a PEO or PEO group under this act to a rating organization-
15	licensed pursuant to section 712(a) of the act of June 2, 1915
16	(P.L.736, No.338), known as the Workers' Compensation Act, as
17	required to comply with that rating organization's statutory
18	obligations. Information obtained under this subsection shall
19	only be used by the rating organization to comply with those
20	statutory duties either prescribed under the Workers'
21	Compensation Act or required by the Insurance Department
22	pursuant to its statutory authority under the act of May 17,
23	1921 (P.L.789, No.285), known as The Insurance Department Act of
24	1921, or the act of May 17, 1921 (P.L.682, No.284), known as The-
25	Insurance Company Law of 1921, and shall not be considered
26	public records under the Right to Know Law.
27	(j) Appeals
28	(1) If the department denies an application for
29	registration or revokes a registration under section 701, the-

30 PEO or PEO group may appeal the department's determination to-

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1	the secretary. The appeal must be received by the department
2	within 30 days after the date of the determination.
3	(2) An appeal of a determination by the department
4	denying an application for a renewal registration or revoking
5	a registration shall operate as a supersedeas while the
6	appeal is pending. The effective date of a denial or-
7	revocation subject to this subsection shall not be prior to
8	the expiration of the appeal period under paragraph (1).
9	(3) Proceedings under this section are subject to 2
10	Pa.C.S. Ch. 5 Subch. A (relating to practice and procedure of
11	Commonwealth agencies) and Ch. 7 Subch. A (relating to
12	judicial review of Commonwealth agency action).
13	Section 302. Fees.
14	(a) Fees. Except as provided in subsection (b), the
15	department shall charge the following fees for applications
16	under this act:
17	(1) Initial PEO registration, \$500.
18	(2) Initial PEO group registration, \$750.
19	(3) Renewal registration, \$250.
20	(4) Limited registration, \$250.
21	(b) Amended feesNo less than 60 days after publishing-
22	notice of an intent to revise fees in the Pennsylvania Bulletin,
23	the department may revise the fees to be charged under-
24	subsection (a) or establish additional fees. Fees as revised or
25	established by the department shall not exceed amounts
26	reasonably necessary for the administration of this act. The
27	department shall retain the application fees for the purposes of
28	administering this act.
29	Section 303. Financial capability.
30	(a) Working capital. Except as provided in section 301(e),

1 each registrant shall maintain either:

2	(1) positive working capital at registration or renewal
3	as reflected in the financial statements provided under-
4	section 301(b)(7); or
5	(2) if the registrant does not meet the requirement in-
6	paragraph (1), the registrant shall provide one or more of
7	the instruments set forth in subsection (b) with a minimum
8	aggregate value sufficient to establish positive working
9	capital plus \$100,000. The instruments shall secure payment
10	by the registrant of all taxes, wages, benefits or other-
11	entitlements due to or with respect to covered employees if
12	the registrant fails to make payment when due.
13	(b) Instruments. The following instruments may be
14	maintained to comply with subsection (a)(2):
15	(1) A surety bond on a form prescribed by the department
16	issued by an insurer authorized to transact surety business
17	in this Commonwealth by the Insurance Department. The
18	following shall apply:
19	(i) The surety company shall possess a current A.M.
20	Best Rating of B+ or better or a Standard and Poor's
21	rating of claims paying ability of A or better.
22	(ii) The PEO shall replace the bond with a new bond
23	issued by a surety company with an acceptable rating or
24	with another instrument under this subsection if the
25	surety company's rating falls below the acceptable rating
26	after the bond is issued. If the bond is not replaced
27	within 60 days, the department may draw on the surety
28	bond and deposit the proceeds with the State Treasurer to
29	secure payment as set forth in subsection (a)(2).
30	(2) An instrument held under a trust agreement

prescribed by the department and maintained to secure payment as set forth in subsection (a) (2). The following shall apply:

3 (i) The deposit shall consist of cash, bonds or other evidence of indebtedness issued, assumed or-4 5 quaranteed by the United States of America or by anagency or instrumentality of the United States; 6 7 investments in common funds or regulated investment-8 companies which invest primarily in Federal Government or-9 State government agency obligations; or bonds or other security issued by the Commonwealth and backed by the 10 Commonwealth's full faith and credit. 11

12 (ii) The securities shall be held in a Commonwealth 13 chartered bank and trust company or trust company as 14 defined in section 102 of the act of November 30, 1965 15 (P.L.847, No.356), known as the Banking Code of 1965, or 16 a federally chartered bank or foreign bank with a branch 17 office and trust powers in this Commonwealth.

18 (3) An irrevocable letter of credit using provisions-19 required by the department issued by and payable at a branch-20 office of a commercial bank located in the United States. Theletter of credit shall state that the terms of the letter of 21 22 credit automatically renew annually unless the letter of-23 credit is specifically nonrenewed by the issuing bank 60 days-24 or more prior to the anniversary date of its issuance. The 25 following shall apply:

26 (i) At the time of issuance of the letter of credit,
27 the issuing bank or its holding company shall have a B/C
28 or better rating or 2.5 or better score by Thomson
29 BankWatch, or the issuing bank shall have a CD rating of
30 BBB or better by Standard & Poor's Corporation.

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1 (ii) The registrant shall replace the letter of credit with a new letter of credit issued by a bank with 2 3 an acceptable credit rating or with another acceptable form of security if a bank's rating falls below the 4 5 acceptable rating after the letter of credit is issued. If the letter of credit is not replaced within 60 days, 6 7 the department shall be entitled to draw on the letter ofcredit and will deposit the proceeds to secure payment as-8 9 set forth in subsection (a) (2). 10 (iii) The registrant shall execute a trust agreement on a form prescribed by the department with a 11 12 Commonwealth chartered bank and trust company or trust 13 company as defined in section 102 of the Banking Code of-14 1965 or a federally chartered bank or foreign bank with a 15 branch office and trust powers in this Commonwealth. The-16 trust agreement must accommodate proceeds from a letter-17 of credit drawn on by the department. 18 (c) Certification. -- Within 60 days after the end of eachcalendar quarter, a registrant shall submit to the department a 19 20 certification by a senior manager that all applicable Federal, 21 State and local taxes and required insurance premiums have been paid for all covered employees in this Commonwealth on a timely-22 23 basis for that quarter. 24 CHAPTER 5 3 25 PEO DUTIES AND AGREEMENTS 26 Section 501 301. Duties and contractual relationship. 27 (a) Allocation of rights, duties and obligations.--Except as specifically provided in this act, nothing in this act shall be 28 29 deemed to affect or alter any provision of Pennsylvania law. Specifically: 30

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1 (1) The client shall be entitled to exercise all rights, 2 and shall be obligated to perform all duties and 3 responsibilities, otherwise applicable to an employer in an 4 employment relationship.

5 The PEO shall be entitled to exercise only those (2) 6 rights, and obligated to perform only those duties and 7 responsibilities, specifically required by this act or set 8 forth in the professional employer agreement. The rights, 9 duties and obligations of the PEO as coemployer with respect 10 to any covered employee shall be limited to those arising 11 pursuant to the professional employer agreement and this act 12 during the term of coemployment by the PEO of the covered 13 employee.

14 (3) Unless otherwise expressly agreed by the PEO and the 15 client in a professional employer agreement, the client 16 retains the exclusive right to direct and control the covered 17 employees as is necessary to conduct the client's business, 18 to discharge any of client's fiduciary responsibilities or to 19 comply with any licensure requirements applicable to the 20 client or to the covered employees.

(b) Contractual relationship.--Except as provided by law, the coemployment relationship between the client and the PEO, and between each coemployer and each covered employee, shall be governed by the professional employer agreement. The PEO shall ensure that each professional employer agreement is reduced to writing and signed by both the client and the PEO, and each professional employer agreement shall provide:

(1) The allocation of rights, duties and obligations asdescribed in subsection (a).

30 (2) That the PEO shall have responsibility to pay wages

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1 to covered employees; to withhold, collect, report and remit 2 payroll-related taxes and may remit unemployment taxes in accordance with section 504 304; and, to the extent the PEO 3 has assumed responsibility in the professional employer 4 5 agreement, to make payments for employee benefits for covered 6 employees. As used in this paragraph, the term "wages" does 7 not include any obligation between a client and a covered 8 employee for payments beyond or in addition to the covered 9 employee's salary, draw or regular rate of pay, such as bonuses, commissions, severance pay, deferred compensation, 10 profit sharing or vacation, sick or other paid time off pay, 11 12 unless the PEO has expressly agreed to assume liability for 13 these payments in the professional employer agreement.

14 Nothing in this act or in a professional employer (3) 15 agreement shall relieve a client from compliance with the 16 Commonwealth's wage and labor laws, including the act of May 17 13, 1915 (P.L.286, No.177), known as the Child Labor Law, the 18 act of August 15, 1961 (P.L.987, No.442), known as the 19 Pennsylvania Prevailing Wage Act, the act of July 14, 1961 20 (P.L.637, No.329), known as the Wage Payment and Collection 21 Law, and the act of January 17, 1968 (P.L.11, No.5), known as 22 The Minimum Wage Act of 1968. If the client is a health care 23 facility as defined in section 2 of the act of October 9, 2008 (P.L.1376, No.102), known as the Prohibition of 24 25 Excessive Overtime in Health Care Act, the client shall 26 comply with that act. No professional employer organization shall knowingly engage in or assist in the violation of the 27 28 statutes referenced in this paragraph.

29 (4) That the PEO shall have a right to hire, discipline30 and terminate a covered employee as may be necessary to

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1 fulfill the PEO's responsibilities under this act and the 2 professional employer agreement. The client shall have a 3 right to hire, discipline and terminate a covered employee.

4 (5) The PEO or the client has the responsibility to
5 provide workers' compensation coverage for covered employees,
6 in compliance with section 503 303, which responsibility
7 shall be specifically allocated in the professional employer
8 agreement to either the client or the PEO in accordance with
9 section 503(a) 303(A).

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Notice to terminate. -- With respect to each professional 10 (C) employer agreement entered into by the PEO, the PEO shall 11 12 provide the procedures by which the client or PEO may terminate 13 the professional employer agreement, including any fees or costs 14 payable upon termination, and that except as otherwise expressly provided or required by law, all services provided by the PEO to 15 16 the client shall cease immediately as of the effective date of 17 the termination.

18 (d) Notice to covered employees and clients.--

(1) With respect to each professional employer agreement entered into by a PEO, the PEO shall provide written notice to each covered employee affected by the agreement of the general nature of the coemployment relationship between and among the PEO, the client and the covered employee.

(2) If the PEO is providing benefits to covered
employees pursuant to a PEO sponsored welfare benefit plan,
the PEO shall provide specific notice to the client as to
services provided by the PEO concerning those benefits. These
responsibilities include those related to administration,
which includes Consolidated Omnibus Budget Reconciliation Act
(COBRA) administration, plan administration, enrollment and

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renewal services pursuant to their professional employer
 agreement. The notice may be contained in the professional
 employer agreement or in a separate notice.

4 (e) Specific responsibilities.--Except to the extent
5 otherwise expressly provided by the applicable professional
6 employer agreement:

7 (1) A client shall be solely responsible for the
8 quality, adequacy or safety of the goods or services produced
9 or sold in client's business.

10 (2) A client shall be solely responsible for directing, 11 supervising, training and controlling the work of the covered 12 employees with respect to the business activities of the 13 client and solely responsible for the acts, errors or 14 omissions of the covered employees with regard to these 15 activities.

16 (3) A client shall not be liable for the acts, errors or 17 omissions of a PEO or of any covered employee of the client 18 and a PEO when the covered employee is acting under the 19 express direction and control of the PEO.

(4) A PEO shall not be liable for the acts, errors or
omissions of a client or of any covered employee of the
client when the covered employee is acting under the express
direction and control of the client.

(5) Nothing in this subsection shall serve to limit any
 contractual liability or obligation specifically provided in
 the written professional employer agreement.

27 (6) A covered employee is not, solely as the result of
28 being a covered employee of a PEO, an employee of the PEO for
29 purposes of general liability insurance, fidelity bonds,
30 surety bonds, employer's liability which is not covered by

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workers' compensation or liquor liability insurance carried by the PEO unless the covered employee is included by specific reference in the professional employer agreement and applicable prearranged employment contract, insurance contract or bond.

6 (f) Professional employer services not insurance.--A PEO 7 under this act is not engaged in the sale of insurance or in 8 acting as a third party administrator by offering, marketing, 9 selling, administering or providing professional employer 10 services which include services and employee benefit plans for 11 covered employees.

12 (g) Taxation.--

(1) Covered employees whose services are subject to sales tax shall be deemed the employees of the client for purposes of collecting and levying sales tax on the services performed by the covered employee. Nothing contained in this act shall relieve a client of any sales tax liability with respect to its goods or services.

19 (2) Any tax upon professional employer services or any
20 business license or other fee which is based upon gross
21 receipts shall be limited to the administrative fee of the
22 PEO.

(3) Any tax assessed on a per capita or per employee
basis shall be assessed against the client for covered
employees and against the PEO for its employees who are not
covered employees coemployed with a client.

(4) In the case of tax imposed or calculated upon the
basis of total payroll, the PEO shall be eligible to apply
any small business allowance or exemption available to the
client for the covered employees for purpose of computing the

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1 tax.

2 Section 502 302. Benefit plans.

3 (a) Retirement and welfare benefit plans. -- A client and a PEO shall each be deemed an employer for purposes of sponsoring 4 retirement and welfare benefit plans for its covered employees. 5 (b) Construction. -- A fully insured welfare benefit plan 6 7 offered to the covered employees of a single PEO shall be 8 considered for purposes of Commonwealth law and regulation to be a single employer welfare benefit plan and shall not be 9 10 considered a multiple employer welfare arrangement. 11 Insurance Company Law. -- For purposes of section 621.2 of (C)

12 the act of May 17, 1921 (P.L.682, No.284), known as The 13 Insurance Company Law of 1921, a PEO shall be considered the 14 employer of all of its covered employees, and all covered 15 employees of one or more clients participating in a health 16 benefit plan sponsored by a single PEO shall be considered 17 employees of the PEO.

18 (d) Plans not fully insured.--If a PEO offers to its covered 19 employees any health benefit plan which is not fully insured by 20 an insurer, the plan shall:

(1) Utilize a third-party administrator licensed to dobusiness in this Commonwealth.

23 (2) Hold all plan assets, including participant24 contributions, in a trust account.

(3) Provide sound reserves as determined by an actuary
 using generally accepted actuarial standards of practice.

27 (4) Provide written notice to each covered employee
28 participating in the benefit plan that the plan is self29 insured or is not fully insured.

30 Section 503 303. Workers' compensation.

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1 (a) Requirement for coverage of covered employees.--

2 (1) Both the PEO and the client shall be an employer of 3 covered employees assigned to the client for purposes of this 4 act and the act of June 2, 1915 (P.L.736, No.338), known as 5 the Workers' Compensation Act.

6 (2) The responsibility to provide workers' compensation 7 coverage for the covered employees shall be specifically 8 allocated in the professional employer agreement to either 9 the client or the PEO.

10 (3) When the responsibility to provide workers' 11 compensation coverage is specifically allocated in the 12 professional employer agreement to the PEO, the PEO must 13 elect to provide coverage for all covered employees assigned 14 to that client pursuant to subsection (b) (3), (4) or (5).

15 When the responsibility to provide workers' (4) 16 compensation coverage is specifically allocated in the 17 professional employer agreement to the client, the client 18 must provide coverage pursuant to subsection (b)(1) or (2). 19 Methods of coverage. -- A client and a registered PEO that (b) 20 have entered into a professional employer agreement may meet 21 their statutory obligation under the Workers' Compensation Act 22 for coverage as employers for the covered employees by any of 23 the following:

(1) The client obtaining a standard workers'
compensation policy from an insurer authorized to provide
workers' compensation coverage covering the client's covered
employees. Separate experience modification, risk
classifications, merit rating adjustments, construction
classification premium adjustments or certified safety
committee program credits shall be applied to the exposures

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of the client covered by a policy obtained under this paragraph based on the client's entire Pennsylvania operations notwithstanding coverage provided under additional professional employer agreements pursuant to paragraphs (3), (4) and (5).

6 (2) The client being approved by the department to self-7 insure or group self-insure its workers' compensation 8 obligations for the client's covered employees.

9 (3) The PEO purchasing workers' compensation insurance 10 on a multiple coordinated policy basis from an insurer authorized to provide workers' compensation coverage to the 11 12 PEO and to the client with respect to the covered employees 13 assigned to the client. Each policy written on a multiple 14 coordinated policy basis shall be issued to the PEO as the 15 primary named insured and must identify both the PEO and the 16 client as insureds. At the written request of the client, a 17 professional employer organization shall make available 18 evidence of workers' compensation coverage, loss history and 19 total wages paid for covered employees of the client. The 20 following apply:

(i) Separate experience data must be reported to the
licensed rating organization for workers' compensation
insurance for each multiple coordinated policy in a
format complying with requirements of the approved
statistical plan for workers' compensation coverage.

(ii) Risk classifications shall be assigned to each
client based on the totality of that client's
Pennsylvania operations regardless of whether workers
engaged therein are provided under one or more
professional employer agreements or are direct hire

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1 employees of the client.

2 If applicable, separate experience (iii) 3 modification, merit rating adjustments, construction classification premium adjustment or certified safety 4 5 committee program credits shall be applied to the exposures of each client covered by a multiple 6 7 coordinated policy based on the client's entire 8 Pennsylvania operations whether coverage is being 9 provided for the client's exposures under the client's own policy or on a master policy basis or multiple 10 coordinated policy basis under one or more professional 11 12 employer agreements, or some combination thereof.

Policies written in accordance with this 13 (iv) 14 paragraph by the same insurer with the PEO as named 15 insured may be combinable for premium discount and other 16 purposes including a retrospective rating program or any 17 other approved pricing program. Such programs may be 18 based on the combined total standard premium and losses 19 of all such policies issued to the PEO as the primary 20 named insured.

21 Nothing in this paragraph shall prohibit a (V) 22 professional employer organization from participating in 23 a large deductible program, retrospective rating program 24 or any other rating program approved for and written 25 under a workers' compensation policy offered by an 26 insurer. Further, nothing in this paragraph shall 27 restrict an insurer from collecting workers' compensation 28 premium based on the totality of the exposure under these 29 multiple coordinated policies and applying rates and discounts consistent with those approved for the insurer 30

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pursuant to the rating program.

2 (4) The PEO being duly qualified and approved by the
3 department to self-insure its workers' compensation
4 obligations, including direct employees and covered
5 employees.

6 (5) The PEO purchasing workers' compensation insurance 7 on a master policy basis from an insurer authorized to 8 provide workers' compensation coverage. The insurer or 9 licensed producer shall provide a certificate of insurance 10 evidencing workers' compensation coverage to each client and 11 to the PEO with respect to the covered employees of that 12 client. The following apply:

(i) When coverage is provided under a master policy,
the insurer must report separate experience data to the
licensed rating organization for workers' compensation
insurance for each client insured within any master
policy in a format complying with the requirements of the
approved statistical plan for workers' compensation
coverage.

(ii) Risk classifications shall be assigned to each
client based on the totality of that client's
Pennsylvania operations regardless of whether workers
engaged therein are provided under one or more
professional employer agreements or are direct hire
employees of the client.

(iii) If applicable, separate experience
modification, merit rating adjustments, construction
classification premium adjustments or certified safety
committee program credits shall be applied to the
exposures of each client covered by a master policy based

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on the client's entire Pennsylvania operations whether coverage is being provided for the client's exposures under the client's own policy or on a master policy basis or multiple coordinated policy basis under one or more professional employer agreements, or some combination thereof.

7 Nothing in this paragraph shall prohibit a (iv) 8 professional employer organization from participating in 9 a large deductible program, retrospective rating program or any other rating program approved for and written 10 11 under a workers' compensation policy offered by an 12 insurer. Further, nothing in this paragraph shall restrict an insurer from collecting workers' compensation 13 14 premium based on the totality of the exposure under the 15 master policy and applying rates and discounts consistent 16 with those approved for the insurer pursuant to the 17 rating program.

18 (C) Employee coverage. -- Direct hire employees of and covered 19 employees assigned to a client shall all be collectively covered 20 either by the State Workers' Insurance Fund or by insurers 21 authorized to transact workers' compensation insurance in the voluntary market. Covered employees insured by the State 22 23 Workers' Insurance Fund may only be covered pursuant to a policy 24 issued to the client under subsection (b)(1) or on a multiple 25 coordinated policy basis issued pursuant to subsection (b) (3). 26 (d) Client obligation. --

(1) A client retains the statutory obligation to provide
workers' compensation coverage for employees that are not
covered employees pursuant to the professional employer
agreement. Nothing in this paragraph shall preclude a client

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from purchasing a workers' compensation policy insuring both
 its covered employees and its direct hire employees.

3 (2)If a client's insurer or the client, if selfinsured, has issued coverage for direct hire employees, and 4 5 an injured employee is entitled to workers' compensation benefits but there is a dispute as to whether the employee is 6 7 a direct hire employee of the client or a covered employee of 8 the PEO, the client's insurer or the client, if self-insured, 9 shall pay the benefits, subject to reimbursement of claims costs and loss adjustment expenses by the PEO's insurer or 10 the PEO, if self-insured, if it is determined that the 11 12 claimant is a covered employee of the PEO.

13 (3) If the client does not have coverage for direct hire 14 employees, either through an insurer or by self-insurance, 15 and an injured employee is entitled to workers' compensation 16 benefits but there is a dispute as to whether the employee is 17 a direct hire employee of the client or a covered employee of 18 the PEO, the PEO's insurer or the PEO, if self-insured, shall pay the benefits, subject to reimbursement of claims costs 19 20 and loss adjustment expenses by the client, if it is 21 determined that the claimant is not a covered employee of the 22 PEO.

(e) Policy issuance permitted.--Subject to subsection (b),
and notwithstanding the provisions of section 653 of the act of
May 17, 1921 (P.L.682, No.284), known as The Insurance Company
Law of 1921, insurers may issue standard workers' compensation
policies under subsection (b) (1), multiple coordinated policies
under subsection (b) (3) or master policies under subsection (b)
(5) covering fewer than all of a client's employees.

30 (f) Notice of coverage to the client.--

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1 (1) If coverage is provided under a policy issued to the 2 PEO for covered employees of the PEO, the PEO shall give 3 clear and conspicuous written notice to the client that:

4 (i) The client of the PEO has a continuing
5 obligation to provide coverage under the Workers'
6 Compensation Act for any direct hire employees of the
7 client who are not covered employees and not otherwise
8 covered under a policy described in this section.

9 While coverage provided under a policy issued (ii) 10 to the PEO is in force, the PEO will be responsible for 11 paying all premium obligations, including any audit 12 adjustments and policyholder assessments, and will be 13 entitled to any premium refunds. The written notice to 14 the client shall further explain that although the PEO 15 will charge the client amounts that reflect or include 16 the cost of coverage, these charges are not considered 17 insurance premium obligations of the client. If there is 18 a policy deductible, the written notice to the client 19 shall further explain that the PEO is responsible for 20 reimbursing the insurer for the deductible and may not 21 seek recovery from the client.

(2) The written notice to the client shall explicitlystate that:

(i) If the professional employer organization
terminates the professional employment agreement with the
client, termination of workers' compensation coverage by
the insurer shall be effective the sooner of:

(A) Sixty days after notice of intent to
terminate workers' compensation coverage by the
insurer has been given by the professional employer

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1 organization to the client.

2 (B) Fifteen days after notice of intent to 3 terminate workers' compensation coverage by the 4 insurer for nonpayment has been given by the 5 professional employer organization to the client.

6 (C) The date on which workers' compensation 7 coverage for the covered employees is transferred to 8 the client's workers' compensation policy or other 9 coverage.

10 (ii) The requirements under paragraph (1) shall 11 continue to apply to workers' compensation coverage 12 provided by the insurer after the notice is given 13 pursuant to subparagraph (i).

14 (iii) The client shall pay for all workers'
15 compensation coverage provided by the insurer, including
16 reasonable administrative expenses, subsequent to the
17 termination of the professional employer agreement by the
18 professional employer organization.

19 (iv) If workers' compensation coverage is provided 20 through a workers' compensation insurance policy issued 21 to the professional employer organization on behalf of 22 the client who has been given notice pursuant to 23 subparagraph (i), the professional employer organization 24 shall notify the affected insurer of the notice.

(g) Notice to department.--If the professional employer agreement provides for the PEO to provide workers' compensation insurance for covered employees, the PEO shall:

(1) Notify the department that it has insured covered
employees assigned to a client for workers' compensation on a
multiple coordinated policy basis pursuant to subsection (b)

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(3) or through self-insurance in accordance with subsection
 (b) (4) or on a master policy basis pursuant to subsection (b)
 (5) within 15 days after the effective date of the
 professional employer agreement.

5 (2) Notify the department of any cancellation or 6 termination of a professional employer agreement under which 7 the PEO has assumed the obligation to provide workers' 8 compensation insurance for covered employees within ten days 9 following the date the notification of cancellation or 10 termination of the professional employer agreement is issued 11 to the client.

12 (3) Notify the department of any cancellation or 13 termination of workers' compensation coverage for covered 14 employees by the PEO's insurer, or any change in insurers for 15 covered employees, within ten days of the effective date of 16 cancellation, termination or change of insurers.

(h) Notice by insurer or licensed producer.--The insurer or licensed producer of a workers' compensation policy sponsored by a PEO for covered employees shall provide the department with copies of all notices of coverage, cancellation or nonrenewal related to that policy. The PEO shall notify the insurer or licensed producer of the requirement under this subsection.

23 (i) Exclusive remedy.--

(1) The Workers' Compensation Act shall provide the
exclusive remedy for injuries suffered by direct hire and
covered employees in the course and scope of their employment
or coemployment with the PEO and client where the PEO or
client has secured workers' compensation insurance or selfinsured their workers' compensation obligations as required
by the Workers' Compensation Act, this act and the

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professional employer agreement. Both the PEO and the client shall be entitled to the exclusiveness of remedy under section 303 of the Workers' Compensation Act regardless of which provided such coverage.

5 (2) Nothing in this act may include within the coverage 6 of the Workers' Compensation Act individuals, services or 7 remuneration that are otherwise excluded from the Workers' 8 Compensation Act.

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9 (j) Cost. The professional employer organization shall not 10 make any materially inaccurate, misleading or fraudulent representations to the client regarding the cost of workers' 11 12 compensation coverage. If the professional employer organization-13 charges the client an itemized amount for workers' compensation-14 coverage, the professional employer organization shall provide-15 the client with an accurate and concise description of the basis upon which it was calculated and the services that are included. 16 A professional employer organization shall not charge a client 17 18 an itemized amount for workers' compensation coverage that is 19 materially inconsistent with the actual amounts that the 20 professional employer organization is charged by the insurer, given reasonably anticipated loss-sensitive charges, if-21 applicable, reasonable recognition of the professional employer-22

23 organization's costs and a margin for profit.

(J) RECORD CONFIDENTIALITY.--UPON REQUEST, A PEO OR PEO
GROUP SHALL MAKE AVAILABLE PERSONAL IDENTIFYING INFORMATION,
EMPLOYER IDENTIFICATION NUMBERS, A FEDERAL EMPLOYMENT
IDENTIFICATION NUMBER, PROVISIONS OF THE PROFESSIONAL EMPLOYER
AGREEMENTS AND CLIENT LISTS TO A RATING ORGANIZATION LICENSED
UNDER SECTION 712(A) OF THE ACT OF JUNE 2, 1915 (P.L.736,
NO.338), KNOWN AS THE WORKERS' COMPENSATION ACT, AS REQUIRED TO

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1 COMPLY WITH THE RATING ORGANIZATION'S STATUTORY OBLIGATIONS. 2 INFORMATION OBTAINED UNDER THIS SUBSECTION SHALL ONLY BE USED BY 3 THE RATING ORGANIZATION TO COMPLY WITH THOSE STATUTORY DUTIES EITHER PRESCRIBED UNDER THE WORKERS' COMPENSATION ACT OR AS 4 REQUIRED BY THE ACT OF MAY 17, 1921 (P.L.789, NO.285), KNOWN AS 5 6 THE INSURANCE DEPARTMENT ACT OF 1921, OR THE ACT OF MAY 17, 1921 7 (P.L.682, NO.284), KNOWN AS THE INSURANCE COMPANY LAW OF 1921, 8 AND SHALL NOT BE CONSIDERED PUBLIC RECORDS UNDER THE ACT OF FEBRUARY 14, 2008 (P.L.6, NO.3), KNOWN AS THE RIGHT-TO-KNOW LAW. 9 10 Applicability.--This section shall apply to new and (k) renewal workers' compensation policies issued to professional 11 12 employer organizations on or after the effective date of this 13 act.

14 Section 504 304. Unemployment compensation insurance.

15 (a) Employer.--Notwithstanding any other provision of this16 act, the following shall apply:

17 (1) A professional employer agreement under this act
18 shall constitute an arrangement included in section 4(j)(2.1)
19 of the act of December 5, 1936 (2nd Sp.Sess., 1937 P.L.2897,
20 No.1), known as the Unemployment Compensation Law.

21

(2) Nothing in this act shall be construed:

(i) To affect the responsibilities of the client as
the employer of covered employees for purposes of the
Unemployment Compensation Law.

(ii) To affect the responsibility of the PEO to file
reports pursuant to section 315(a)(4) of the Unemployment
Compensation Law.

(iii) To preclude the applicability of section 4(j)
(2.1) or any other provisions of the Unemployment
Compensation Law to any arrangement or person not

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1 governed by this act.

2 (b) Procedure.--

3 (1)A client may authorize a PEO to file employer reports pursuant to section 304 of the Unemployment 4 5 Compensation Law and pay unemployment compensation contributions, interest and penalties on the client's behalf. 6 An authorization, filing or payment under this 7 (2) 8 subsection shall be made in the manner prescribed by the 9 department. 10 (3) This subsection shall not be construed to allow multiple employer reports to be filed on a client's 11 12 unemployment compensation account for a calendar quarter. 13 CHAPTER 7 14 ENFORCEMENT 15 Section 701. Enforcement. (a) Prohibited acts. - A person commits a misdemeanor of the 16 17 third degree if that person: 18 (1) Offers, provides, advertises or holds itself out as-19 providing professional employer services or uses the names-20 PEO, professional employer organization, staff leasing, employee leasing, administrative employer or other title-21 22 representing professional employer services without first-23 becoming registered under this act. 24 (2) Knowingly and willingly misrepresents a material 25 fact or fails to disclose a material fact in conjunction with-26 any application, registration, renewal or in any report-27 required under this act. 28 (b) Inspection and disciplinary action. 29 (1) Upon petition of the department, a court of 30 competent jurisdiction may enjoin a PEO from taking action-

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1 under or violating this act.

2	(2) The department may conduct audits, inspections and
3	investigations as necessary to administer and enforce this
4	act. The books and records of a PEO and a client shall be-
5	available to the department for inspection and copying at-
6	reasonable times. The department may examine an individual
7	under oath or affirmation and issue subpoenas to compel the
8	attendance of witnesses and the production of documents.
9	(3) The department may revoke the registration of a PEO-
10	or PEO group, or may impose an administrative penalty in an-
11	amount not to exceed \$1,000 for each violation, or both, if
12	after notice and hearing, the PEO or PEO group:
13	(i) Knowingly violates any provision of this act.
14	(ii) Ceases to meet any requirement of this act.
15	(iii) Knowingly misrepresents a material fact in
16	conjunction with any application, registration or renewal
17	or in any report required under this act.
18	(iv) Fails to disclose a material fact in-
19	conjunction with any application, registration or renewal
20	or in any report required under this act.
21	CHAPTER 21
22	MISCELLANEOUS PROVISIONS
23	Section 2101. Effective date.
24	This act shall take effect in 180 days.

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