

FREQUENTLY ASKED QUESTIONS ON NEW CODES

New York State has adopted industry standard product and service codes for construction, professional services and commodities. To better serve you and facilitate the sourcing of firms, a quick and easy identification of qualified MWBE certified firms by agencies, authorities, and prime contractors is essential to the growth of our business community and workforce.

Q: Why the change?

A: To make it quicker and easier for your certified MWBE firm to be found by either keyword searches or product code listings in the NYS MWBE Directory of Certified businesses by NYS agencies and authorities, prime contractors and procurement specialists. Empire State Development's Division of Minority and Women's Owned Business Development (DMWBD) has replaced its ESD Codes with four sets of industry standard codes: NIGP; CSI; NYSDOT; and NAICS.

Q: What do those codes mean?

A: NIGP (National Institute of Governmental Purchasing) the system most commonly used by state and local governments for commodities and services; CSI (Construction Specifications Institute) codes are currently used by the building construction industry; NYSDOT (New York State Department of Transportation) the codes used for highway and bridge construction; NAICS (North American Industry Classification System) used by Federal statistics agencies to identify broader industry classifications.

Q: What happens to my ESD codes?

A: ESD commodities and services codes will be replaced by NIGP. ESD codes will eventually be replaced with one or more of the other industry standard codes (NIGP, CSI, DOT, and NAICS). Your current ESD issued codes will remain with your certification profile for a while.

Q: What do I have to do?

A: There is no action required. There are no next steps for you to take. We have already made the change for you.

Q: How will the new codes benefit my business?

A: These new codes are being used to increase your chances of getting more contracting opportunities. Adopting standard codes will assist government agencies, prime contractors and private corporations searching for certified MWBE vendors or firms that provide particular services or commodities needed for State contracts.

Q: When will these changes happen?

A: The changes have already happened. As of September 1, 2015, all certified MWBEs were assigned industry standard codes. New and re-certified MWBEs are being assigned the industry standard codes.

Q: What if I want to add new codes to my Certification listing?

A: Please visit <http://esd.ny.gov/MWBE/ProfileUpdate.html> for complete details and instructions on how to request adding commodities and/or services codes to your certification profile. All profile updates and expansions are to be submitted online. All supporting documentation can be submitted, directly into the system, or uploaded from your computer directly into your account.

Q: Does it cost anything to have these codes?

A: No, there is no cost for the assigning of industry standard codes.