



Description	Category Name	Sub-Description	Sub-Category Name
1100.0000	Communications, marketing, advertising and supplies and services	1100.0001	Communications - Copying and engraving services
		1100.0002	Promotional - Corporate branded items
		1100.0003	Communications - Translation services, published products, website, graphics
		1100.0004	Communications - Signs, signage, advertising
1200.0000	Facility and Building services and supplies	1200.0001	Facilities - Real estate brokers, building and storage units
		1200.0002	Facilities - Generators, power supplies and accessories, service, maintenance and support
		1200.0003	Facilities - Heating, ventilation, hardware and electrical supplies, interior finishing materials, utilities, maintenance services, pest control, waste handling and furniture repair
		1200.0004	Facilities - Fuel, oil, delivery and maintenance services
		1200.0005	Facilities - Furniture, cubicles, chairs, desks, supplies and decorating services
		1200.0006	Facilities - Janitorial services and supplies
		1200.0007	Facilities - Security Services and supplies
		1200.0011	Facilities - Security equipment
		1200.0008	Facilities - Vehicle purchases, trailers, vans and fleet
		1200.0014	Facilities - Vehicle services, maintenance, labor, supplies and repairs
		1200.0009	Facilities - Multifunction copier lease and maintenance
		1200.0010	Facilities - Multifunction supplies
		1200.0012	Facilities - Shredding services, tools, carts and labor
		1200.0013	Facilities - General building supplies, coolers and ice makers



Description	Category Name	Sub-Description	Sub-Category Name
1300.0000	Information Technology	1300.0001	IT - Computer hardware
		1300.0002	IT - Computer hardware accessories, maintenance, installation, services, supplies
		1300.0003	IT - Technology training services
		1300.0004	IT - Data center equipment and supplies
		1300.0018	IT - Data center utilities
		1300.0005	IT - Audio and visual equipment, installation, accessories and supplies
		1300.0006	IT - Audio and visual conferencing services
		1300.0013	IT - Audio equipment, radios and voice recorders
		1300.0014	IT - Audio and visual maintenance and repair
		1300.0007	IT - Telephony equipment and installation
		1300.0008	IT - Telephony accessories
		1300.0009	IT - Telephony, cable and internet services
		1300.0015	IT - Telephony maintenance and repair
		1300.0010	IT - Disaster Recovery and Business Continuity, specialized equipment, services and support
		1300.0016	IT - Disaster Recovery, Business Continuity maintenance, support services
1300.0017	IT - Disaster Recovery and Business Continuity temporary building leases		
1300.0011	IT - Consulting, IV&V and programming services		
1300.0012	IT - Software applications, maintenance, implementation and services		
1400.0000	Mail and Storage supplies	1400.0001	Mail and Storage - Envelopes, boxes, packing supplies, containers and accessories
		1400.0002	Mail and Storage - Postage and equipment



Description	Category Name	Sub-Description	Sub-Category Name
1500.0000	Office Supplies & Equipment	1500.0001	Office - Supplies and equipment
		1500.0003	Office - Copier and printer paper
		1500.0004	Office - Desk and paper products and accessories
		1500.0005	Office - Interactive boards
		1500.0006	Office - Magnetic boards
1500.0000	Office Supplies & Equipment	1500.0008	Office - Board cleaning kits
		1500.0007	Office - Business cards and printing services
1600.0000	Professional Services	1600.0001	Professional Services - Financial services
		1600.0002	Professional Services - Human resources staffing services
		1600.0010	Professional Services - Employee benefits
		1600.0011	Professional Services - Payroll processing
		1600.0012	Professional Services - Coaching and training
		1600.0013	Professional Services - Recruitment services
		1600.0003	Professional Services - Corporate legal services
		1600.0004	Professional Services - Corporate insurance legal services
		1600.0005	Professional Services - Claims legal services
		1600.0014	Professional Services - Legal subscriptions
		1600.0006	Professional Services - Insurance products
		1600.0015	Professional Services - Adjusters
		1600.0008	Professional Services - Actuarial services
		1600.0009	Professional Services - Corporate risk management services
1600.0016	Professional Services - Other claims services		
1700.0000	Travel	1700.0001	Travel - Hotels, airplane, meals and rental vehicle services



Description	Category Name	Sub-Description	Sub-Category Name
1800.0000	Corporate Business Services	1800.0001	Corporate Business Services - Conference, meeting rooms, food services
1900.0000	Freight and Shipping	1900.0001	Freight and Shipping - Shipping and delivery fees
2000.0000	Associations and Memberships	2000.0001	Professional associations, memberships and dues
2100.0000	Policy Services	2100.0001	Policy Services - Underwriting
		2100.0002	Policy Services - GIS services
		2100.0003	Policy Services - Insurance Service Office Fees
2100.0000	Policy Services	2100.0004	Policy Services - Loss History
		2100.0005	Policy Services - Property Inspections
		2100.0006	Policy Services - Property re-inspections
		2100.0007	Policy Services - Replace cost estimator
		2100.0008	Policy Services - Servicing carrier fees
		2100.0009	Policy Services - Sinkhole