



Department of Business Regulation
1511 Pontiac Avenue, Bldg. 69-2
Cranston, RI 02920

Insurance Bulletin Number 2015-3

Mandatory Use of SERFF Advisory and Rating Organizations and Statistical Agency Reporting

To further the Department's commitment to enhancing operating efficiencies and streamlining reporting requirements, effective April 1, 2015 the Insurance Division will no longer be accepting paper or email submissions and/or reports filed by Advisory, Rating or Statistical Agencies. This Bulletin applies to all organizational and licensing and renewal documents. This Bulletin does not apply to rate, rule and policy form filings that are required to be filed pursuant to [Insurance Bulletin 2007-3](#).

The Department offers the following guidance for submissions in SERFF:

1. **Types of Insurance (TOI's):** Filer must select one of the following TOI's:
 - Advisory Organization
 - Rating Organization
 - Statistical Organization

2. **Sub-TOI's:** Filer must select from the following Sub-TOI's to identify the specific submission/report: (Filers may not select more than 1 Sub-TOI in a submission, therefore multiple submissions/reports require separate SERFF filings)
 - Annual Statistical Submissions by Line
 - Calendar Year Class Experience Summaries
 - Change Tracking Guides
 - Companies Participating for Lost Cost Service List
 - Correspondence (other than Licensing/Registration)
 - Current Members and Subscribers Lists
 - Experience Yearly Reporting
 - Fast Track Monitoring System

- Filing Authorization List
 - Fire Protection Class
 - Licensing/Registration Documents
 - Miscellaneous/Other Reports
 - Notice of Change to Constitution or General Rules
 - Notice of Discontinuation of Member
 - Notice of New Members
 - Notice to Manual Holders
 - Regulator Service Commitment Report
 - Regulators Report on Carrier Data Quality
 - Report of Company Certifications Not Filed during Year
 - Statistical Plan/Report
 - Verification of Statistical Data Monitoring System
3. **Filing Types:** Filer must select the following filing type:
- Organization Reports
4. **Method of filing:**

The submission/report must be attached to the Supporting Document Tab.

The above submissions/reports are public upon receipt. If the filer claims confidentiality, it must clearly identify portions deemed confidential; cite support for claim under [R.I.Gen. Laws 38-2-2\(4\)](#) and properly segregate the documents from the remaining/public portion of the submission. Should the Department reject the filer's request for confidentiality it will advise filer accordingly and offer the filer an opportunity for hearing. There is no state filing fee for the above submissions/reports, other than licensing and renewal fees that will be billed directly by the department at time of issuance or renewal of an advisory or rating organization license.

For any filer not currently using SERFF, you may sign up by contacting SERFF at: (816)783-8787 or via email at serffmktg@naic.org Additional information regarding SERFF may be obtained by visiting www.serff.com

Joseph Torti III
Superintendent of Insurance
February 17, 2015