

# Bulletin to All Stakeholders

## Update to Filing Guidelines

## Bulletin 01-2023

### January 26, 2023

#### Purpose

The Automobile Insurance Rate Board (AIRB) is issuing this Bulletin to advise all automobile insurers operating in Alberta of amendments to the filing guidelines.

#### Background

In accordance with [AIRB Policy Po4 Automobile Insurance Rating Program Approvals](#), the AIRB develops and updates filing guidelines to communicate the requirements and expectations for submitting a request to change or adopt a new rating program.

#### Process

The AIRB regularly reviews its filing guidelines to provide the most current information to insurers in preparing their filings to change or adopt a rating program.

The changes to the filing guidelines include:

#### Banner Announcement

- 1 Refer insurers to this bulletin and advise of the issuance of Ministerial Order 11/2023.

#### Determining the Applicable Filing Type

- 2 Reiterate changes for private passenger vehicle (PPV) filings for period January 25 – December 31, 2023, as required under the Ministerial Order.
- 3 Clarify guidance on File and Use and Prior Approval filings are for all vehicle types except where PPV is limited under the Ministerial Order.

#### File and Use Filings

- 4 Clarify guidance on filing changes for underwriting criteria.
- 5 Add section h specific to PPV dislocation
- 6 Remove PPV from section k
- 7 Remove instructions below section k for initial implementation of file and use, it is no longer applicable.

#### Non-Actuarial Prior Approval (Full) Filings

- 8 Remove PPV from sections c and d.

#### Actuarial Support (Appendix D)

- 9 Remove reference to P&C return and replace with financial reporting to prudential regulators for Section D.6 a) Exposure Variable Expenses (Fixed), b) Premium Variable Expenses (Variable), and D.7 Profit Provision. This change is related to the implementation of IFRS 17.

## Action Required

The AIRB requires all insurers follow the latest filing guidelines when preparing their filings for submission effective immediately.

Should you have any questions relating to this Notice, please contact our office at (780) 427-5428 or by email: [airb@gov.ab.ca](mailto:airb@gov.ab.ca).

The AIRB appreciates all input into this important review.

Laurie Balfour, MBA, CPA, CMA  
Executive Director