

Bulletin to All Insurers

Update to Filing Guidelines

Bulletin 08-2023

November 2, 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 for both private passenger and other than private passenger vehicles.

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 and technical guidance effective for rate approvals after January 1, 2024 include:

Banner Announcement

- 1 Refer insurers to this bulletin and advise of the issuance of Ministerial Order 38/2023.

Filing Requirements

- 2 Clean up language to improve clarity the guideline applies to all filing types except where noted.

Approval Process

- 3 Add “and Rating Profiles” to the opening sentence advising what is to be filed through CARS.

Determining the Applicable Filing Type

- 4 Reiterate changes for private passenger vehicle (PPV) filings as required under the Ministerial Order.
- 5 Advise insurers of additional requirement to provide details on exposures receiving a rate increase greater than Alberta CPI.

File and Use Filings

- 6 Combine introduce, modify, or remove the criteria for discounts and surcharges and rating variables in list for any class of vehicle.
- 7 Update section h for PPV dislocation under the Ministerial Order.

Non-Actuarial Prior Approval (Full) Filings

- 8 Add PPV back into sections c and d.

Other Filing Notes

- 9 Move sections on Acquisitions or Mergers, Rate Change Approvals, and Insurer Request to Withdraw Filing to Technical Guidance.

Section 4: Certificates of the Actuary and of the Officer

- 10 Update language to reflect certificates are to be completed in CARS.

Section 7g: Rate Group Tables

- 11 Add note advising insurers to refer to Technical Guidance for further information.

Section 9: Policyholder Communication

- 12 Add clarification, communication materials will be considered in the review of each rate filing and where inadequate the AIRB will require amendment.

Actuarial Support (Appendix D)

- 13 Actuarial Support Requirements - simplify and remove duplication under heading.
- 14 Development of Loss Experience - remove listing of coverages, previously listed in the guideline.

Technical Guidance

- 15 Add sections on Acquisitions or Mergers, Rate Change Approvals, and Insurer Request to Withdraw Filing previously included in filing guidelines under Other Filing Notes.

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.

The AIRB appreciates all input into this important review.

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