



NATALIE A. HUBLEY
PRESIDENT

COMMONWEALTH AUTOMOBILE REINSURERS

101 Arch Street, Suite 400 Boston, Massachusetts 02110
www.commauto.com 617-338-4000

NOTICE OF MEETING

COMPLIANCE AND OPERATIONS COMMITTEE

A meeting of the Compliance and Operations Committee will be held virtually via Zoom video conferencing software on

WEDNESDAY, SEPTEMBER 4, 2024, AT 10:00 A.M.

If you plan to attend this meeting and are not a member of this Committee, please RSVP by completing the Visitor Security Form located in the Contact Us/Visitor Information section of CAR's website. CAR will then forward to you, via email, meeting access information. Please do not share access information provided by CAR, but refer others wishing to attend the meeting to CAR's Visitor Security Form.

MEMBERS OF THE COMMITTEE

Ms. Erin Cummings– Chair
Norfolk and Dedham Group

Mr. Thomas Harris
Ms. Annmarie Hassan
Ms. Nicole Martorana
Ms. Sharon Murphy
Mr. Henry Risman
Mr. Barry Tagen
Mr. Christopher Taylor
Ms. Brenda Williams
Mr. Kenneth Yeh

Quincy Mutual Group
Arbella Insurance Group
FBInsure
Acadia Insurance Company
Risman Insurance Agency, Inc.
Pilgrim Insurance Company
The Hanover Insurance Company
MAPFRE U.S.A. Corporation
Allstate Insurance Group

AGENDA

COPC

24.01 Records of Previous Meeting

The Records of the Compliance and Operations Committee meeting of March 27, 2024 should be read and approved.

COPC

24.03 CAR Conflict of Interest Policy

The Chair will read a statement relative to CAR's Conflict of Interest Policy.

COPC

24.04 Informational Items

The Chair will report on any Governing Committee actions that impact the Compliance and Operations Committee.

COPC

24.05 Compliance Audit Program

Staff will present a status report regarding ongoing audits conducted in accordance with the Compliance Audit Program, as well as an update on company reporting problems being monitored due to issues identified through CAR's data quality program.

COPC

22.09 Merit Rating Reporting

Staff will present results of the follow-up audits on the four remaining companies identified in the 2022 merit rating audits as having higher than average error rates.

COPC

24.06 Operational Reports

The 1st Quarter 2024 Operational Reports were posted to CAR's website in July 2024. Questions or comments regarding these reports will be discussed at the meeting.

COPC

24.08 Review Procedures for the Sale and Transfer of Excess Credits

Staff will review proposed amendments to Chapter X – Quota Share and Credit Programs of the ARC Procedures Manual to codify certain procedures and guidelines used to evaluate and approve the sale and transfer of excess credits. Additionally, clarifications relative to requirements and restrictions for companies that report interim summary data have been included. (Docket #COPC24.08, Exhibit #1)

COPC

24.09 Commercial Statistical Plan Changes

Staff will present an outline of proposed changes to the Commercial Statistical Plan related to the adoption of updated policy forms for the residual market (Docket #COPC24.09, Exhibit #1). If approved, staff will draft updates to the appropriate pages for consideration at a future meeting.

COPC

24.10 MAIP Placement Record Reporting

Staff will provide an overview of proposed changes to the reporting of the Rating Company Number as noted in Chapter IX – MAIP Placement Record Reporting Requirements of the ARC Procedures Manual. (Docket #COPC24.10, Exhibit #1).

Other Business

To transact any other business that may properly come before this Committee.

Executive Session

The Compliance and Operations Committee may convene in Executive Session in accordance with the provisions of G.L. c. 30A, § 21.

MATTHEW HIRSH
Compliance Audit Supervisor

Attachments

Boston, Massachusetts
August 23, 2024

Assigned Risk Company Procedures Manual

Memorandum of Changes

The Committee should consider the following amendments proposed to the Assigned Risk Company Procedures Manual to codify certain procedures and guidelines used to evaluate and approve the sale and transfer of excess credits. Furthermore, additional clarifications have been included to document requirements and restrictions for companies that report interim summary data in lieu of detail statistical data.

Chapter X – Quota Share and Credit Programs

A – Calculation of Quota Share

- The description of the general process for the quota share calculation for companies that report interim summary data has been moved to the introduction. Additional information relating to companies with missing or unacceptable data has been included.
- Certain terminology has been clarified to be more accurate.
- Language has been added to indicate that ARCs reporting interim summary data are not eligible for Take-Out Credits

B – Sale and Transfer of Credits

- The Credit Sale approval process has been updated to include a requirement to notify CAR of the intent to sell credits.
- Requirements relative to data reporting and accuracy have been added to the approval process.

D – Base Data Update

- The reference to “Newly Writing Company” has been replaced with a broader definition to reflect a more accurate description. Additional language has been added to describe the requirement for interim summary data reporting in lieu of missing or unacceptable data.

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A. Calculation of Quota Share

To determine the order in which MAIP policies are assigned to ARCs, a Quota Share calculation is performed. The Quota Share and Assignment Order Report (also referred to as the Quota Share Report) provides a model of the Quota Share and MAIP assignment order calculation. Refer to Exhibit X-A-1. A link to this report is available on the MAIP Company Access section of CAR's website, under the Quota Share link. After each MAIP assignment, CAR will update the MAIP premium dollars utilized in the Quota Share calculation and will recalculate each Member's Quota Share. For additional information relative to Quota Share, please reference Rule 29 – Assignment Process of CAR's Rules of Operation.

Note that for those companies that are not yet reporting statistical data, exposures used to determine voluntary market share, MAIP quota share premium and MAIP credit premium are accumulated from interim summary exposure data (refer to Section D.2 of this chapter for additional information). Furthermore, companies that CAR has determined to have missing or unacceptable statistically reported data may be required to report interim summary exposure data, which may then be used in the determination of Quota Share.

1. Calculate Voluntary Market Share

Voluntary market share exposures used to develop a Member's Quota Share will reflect the number of private passenger property damage liability car years of exposure written by the Member for the most recently available 12 policy effective months. ~~Note that for those Newly Writing Companies that are not yet reporting statistical data, exposures used to determine voluntary market share are accumulated from interim summary exposure data reports (refer to Section D.2. of this Chapter for additional information).~~

a. Determine Voluntary Exposures to be Used in the Quota Share Calculation

For each Member, accumulate CAR Identification Code 8 (Direct Business Written Voluntarily) written property damage liability exposures, excluding exposures for Antique Vehicles (Classification Code 0483).

b. Determine Exposure Adjustments

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- (1) For the following Miscellaneous Rated as Private Passenger and Motorcycle classifications, exposures used in the calculation of the voluntary market share Quota Share will be adjusted by the following factor:

Classification Code	Classification Description	Adjustment Factor
0400	Electric Cars	.33
0426	Snowmobiles	.33
0408-0425, 0427-0431 0508-0525, 0527-0531 0608-0625, 0627-0631	Motorcycles	.33

- (2) Members will also be required to provide CAR with information, as needed, to perform any other necessary adjustments to statistically reported data.

c. Determine Each Member's Voluntary Market Share

A Member's voluntary market share shall be the ratio of its written property damage liability exposures for CAR Identification Code 8 to the total written property damage liability exposures for CAR Identification Code 8 as accumulated in Section A.1.a. and as adjusted in Section A.1.b. of this Chapter Refer to Exhibit X-A-1, Column (2).

2. Accumulate MAIP Quota Share Premium

MAIP Quota Share premium shall include data from the sources noted below. Refer to Exhibit X-A-1, Column (3).

a. Reported Premium (from ~~statistical~~ reported exposures)

- (1) MAIP exposures for each Member will be accumulated on a monthly basis. Written property damage liability exposures (CAR Identification Code 9) will be accumulated for the 12 most recent policy effective months and will be sorted by rate effective year, classification code, territory and merit rating points.
- (2) Determine the MAIP premium related to the exposures accumulated in Section A.2.a.(1) of this Chapter for the following coverages: \$20,000/\$40,000 bodily injury (including

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guest), \$100,000 property damage liability, and \$8,000 personal injury protection, using the rates from CAR's Massachusetts Private Passenger Automobile Insurance Manual, excluding subsidies and redundancies as calculated from the cost-based rate indicated in the underlying rate filing.

- (3) Adjust MAIP premium accumulated in Section A.2.a.(2) of this Chapter by multiplying by the appropriate merit rating surcharge/credit factor, for the applicable coverages.

For additional details regarding the calculation of Quota Share premium, access the Quota Share link that is displayed on the MAIP Company Access page of CAR's website, then access the Data Downloads and Premium and Credit Calculations links.

- b. Premium from Assigned MAIP Policies

Accumulate premium for MAIP risks assigned as described in Section C. of this Chapter and having policy effective dates subsequent to the 12 policy effective month rolling total.

3. Accumulate MAIP Credit Premium

Credit premium for each Member and for the industry will be accumulated on a monthly basis. Refer to Exhibit X-A-1, Column (4). Credit premium is generated from several sources including voluntary credits and take-out credits. Credit premium may also be adjusted as a result of the Rule 29 Credit Edit and from the sale and transfer of excess credits. The MAIP Quota Share – Data by Source report (refer to Exhibit X-A-2), details the source of accumulated MAIP credits and credit adjustments and is described further in Section E.1. of this Chapter. A link to the MAIP Quota Share – Data by Source report is available on the Company MAIP Access section of CAR's website, under the Quota Share link.

- a. Voluntary Credits

Members shall receive voluntary credit for exposures that are eligible for MAIP placement but that are insured voluntarily, as described in Section A.3.a.(1) of this Chapter. Voluntary credits will be accumulated using the procedure described in Section A.3.a.(2) of this Chapter:

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- (1) For policies ~~statistically~~ reported with CAR ID Code 8:

Members shall receive credit for each exposure that it insures voluntarily in the territory and operator classes specified in Rule 29.D.3. of CAR's Rules of Operation. The amount of credit shall equal the annual Private Passenger Motor Vehicle MAIP premium as determined in A.2.a.(2) that would have been calculated if the exposure had been assigned through the MAIP, multiplied by the factor specified in Rule 29.D.3.

- (2) Accumulate property damage liability written exposures as ~~statistically~~ reported for the 12 most recent policy effective months, sorted by rate effective year, classification code, territory and merit rating points.

(a) Determine the credit premium related to the exposures accumulated in A.3.a.(1) for the following coverages: \$20,000/\$40,000 bodily injury (including guest), \$100,000 property damage liability, and \$8,000 personal injury protection using the rates from CAR's Massachusetts Private Passenger Automobile Insurance Manual, excluding subsidies and redundancies as calculated from the cost based rate indicated in the underlying rate filing.

(b) Adjust the credit premium accumulated in Section A.3.a.(2)(a) of this Chapter by multiplying by the appropriate merit rating surcharge/credit factor, where applicable.

(c) Multiply each accumulation of premium by classification code, territory and merit rating points as determined in Section A.3.a.(2)(a) and adjusted as in Section A.3.a.(2)(b) of this Chapter, by the approved class/territory credit factor specified in Rule 29.D.3. of CAR's Rules of Operation.

For additional details regarding the calculation of Quota Share voluntary credit premium, access the Quota Share link that is displayed on the MAIP Company Access page of CAR's website, then access the Data Downloads and Premium and Credit Calculations links.

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b. Take-Out Credits

Members will receive credit for each policy that is assigned through the MAIP that is voluntarily written at the policy's expiration. To qualify for a take-out credit, the requirements specified in Rule 29.D.4. of CAR's Rules of Operation must be met. Note that ARCs that report interim summary data are not eligible for Take-Out Credits.

- (1) For each MAIP Placement Record (MPR) with a Transaction Code 6 – Business Taken out of MAIP submitted to CAR, a monthly verification procedure will be performed.

Each Transaction Code 6 MPR will be verified to assure that the corresponding policy previously insured through the MAIP was insured through the MAIP for the entire previous policy period by matching MPRs to corresponding reported statistical records.

Each take-out credit MPR will also be matched to the current period statistical data to ensure that the voluntary policy was in effect for at least 90 days.

- (2) For each MAIP take-out placement record verified as eligible for take-out credit, as specified in Section A.3.b.(1) of this Chapter, statistical data will be accumulated to determine the appropriate take-out credit premium.
 - (a) Accumulate property damage liability written exposures as statistically reported for the 12 most recent policy effective months, sorted by rate effective year, classification code, territory and merit rating points for statistical data matching an eligible take-out credit placement record.
 - (b) Determine the credit premium related to the exposures accumulated in Section A.3.a.(1) of this Chapter for the following coverages: \$20,000/\$40,000 bodily injury (including guest), \$100,000 property damage liability, and \$8,000 personal injury protection using the rates from CAR's Massachusetts Private Passenger Automobile Insurance Manual, excluding subsidies and redundancies as calculated from the cost based rate indicated in the underlying rate filing.

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- (c) Adjust the credit premium accumulated calculated in Section A.3.b.(2)(b) of this Chapter by multiplying by the appropriate merit rating surcharge/credit factor, where applicable.
- (d) Adjust the credit premium determined in Section A.3.b.(2)(c) of this Chapter by the take-out credit factor specified in Rule 29.D.4. of CAR's Rules of Operation.
- (3) Note that take-out credit premium, as determined in Section A.3.b.(2) will be provided in addition to other voluntary credit premium as determined in Section A.3.a. of this Chapter.

For additional details regarding the calculation of Quota Share take-out credit premium, access the Quota Share link that is displayed on the MAIP Company Access page of CAR's website, then access the Data Downloads and Premium and Credit Calculations links.

Refer to Section A.2.e. of Chapter IX – MAIP Placement Record Reporting Requirements and Correction Procedures of this Manual for additional information regarding the procedure for notifying CAR, via a Transaction Code 6 MPR, of business taken out of MAIP and written voluntarily at policy expiration.

c. Rule 29 Credit Edit Premium Adjustments

In order to verify the validity of statistically reported youthful operator classifications on voluntary policies, the Rule 29 Credit Edit is performed. The edit matches the classification code reported on detail statistical records to similar data reported to the Merit Rating Board. Records without a match are considered to be in error and an error listing is forwarded to the impacted Member for review and correction. For additional information regarding the Rule 29 Credit Edit and edit reports as well as the associated premium adjustment process, refer to the Rule 29 Credit Edit Package and the Rule 29 Credit Edit Reports which are located on the Reports page of CAR's website.

d. Sale and Transfer of Excess Credits Adjustments

Accumulated credit premium will be adjusted by the sale and transfer of excess credits from one ARC to another ARC as described in Section B. of this Chapter.

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4. Calculate MAIP Quota Share Premium

Calculate the Member's MAIP Quota Share premium by multiplying the Member's voluntary market share as calculated in Section A.1. by the sum of the industry's MAIP premium as calculated in Section A.2. and the industry's credit premium as calculated in Section A.3. of this Chapter. Refer to Exhibit X-A-1, Column (5).

5. Calculate Credit-Adjusted MAIP Quota Share Premium

Calculate the Member's adjusted MAIP Quota Share premium by subtracting the Member's MAIP credit premium as calculated in Section A.3. from the Member's MAIP Quota Share premium as calculated in Section A.4. of this Chapter. Refer to Exhibit X-A-1, Column (6).

Any credit premium adjustments made shall not result in a Member's credit-adjusted Quota Share premium being adjusted below zero.

6. Calculate Member's Over (Under) Ought-to-Have MAIP Premium

Calculate the Member's over (under) ought-to-have MAIP premium by subtracting the Member's adjusted MAIP Quota Share premium as calculated in Section A.5. from the Member's MAIP premium as calculated in Section A.2. of this Chapter. Refer to Exhibit X-A-1, Column (7).

7. Calculate Member's Percent of Ought-to-Have MAIP Premium

Calculate the Members percent of ought-to-have MAIP premium by dividing the Member's MAIP premium as calculated in Section A.2. by the Member's adjusted MAIP Quota Share premium as calculated in Section A.5. of this Chapter. Refer to Exhibit X-A-1, Column (8).

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B. Sale and Transfer of Excess Credits

An Assigned Risk Company (ARC) may accrue excess credits. An ARC is determined to have excess credit premium if its MAIP Credit Premium as calculated in Section A.3. of this Chapter is greater than its MAIP Quota Share Premium as calculated in Section A.4. of this Chapter and as displayed on the Quota Share and Assignment Order Report (refer to Exhibit X-A-1, Columns (4) and (5)). The ARC may choose to enter into an agreement with another ARC to sell and transfer its excess credit premium to that ARC on a monthly basis, subject to the data quality restrictions described in Section B.1. For additional information regarding the sale and transfer of excess credits, refer to Rule 29.F. of CAR's Rules of Operation.

~~The excess credit premium that CAR determines to be eligible for transfer will be included in the monthly Quota Share and Assignment Order Report as part of the monthly statistical base data update.~~

1. Credit Sale Agreement Approval Process

ARCs intending to sell excess credits must notify CAR prior to entering into negotiations with a purchasing Member Company. CAR will not approve a credit sale agreement unless the following criteria has been met:

- a. The ARC must have reported statistical data for the two most current effective years and the current 12 months of accounting shipments that are included in Quota Share. ARCs that report interim summary data are restricted from selling excess credits.
- b. The ARC's reported statistical data must be complete and in acceptable condition. The ARC must not have identified reporting issues associated with key Quota Share components, including but not limited to PDL exposure, classification, merit rating, and territory. ARCs that have reporting issues that impact the calculation of voluntary market share, MAIP quota share premium and MAIP credit premium are restricted from selling excess credits.

Once an ARC is ready to execute an agreement ~~In order to notify CAR of the intent~~ to sell and transfer MAIP credit premium, the an ARC must provide CAR with a completed Authorization for the Sale and Transfer

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of MAIP Credits form. Refer to Exhibit X-A-3. A link to this form is located on the MAIP Company Forms page of CAR's website.

The ARC must submit the Authorization for the Sale and Transfer of MAIP Credits form to CAR 30 days prior to the due date of the monthly accounting shipment with which the ARC requests the credit transfer to be included in the Quota Share report. For example, if the ARC intends for the transfer of credits to commence with the Quota Share report which includes data reported in the June monthly accounting shipment, the form must be received at CAR no later than July 15, which is 30 days prior to the August 15 due date of the June accounting/statistical reporting submission.

The terms of the credit sale agreement will be reviewed by CAR to ensure consistency with CAR's Rules of Operation and to confirm that the specific requirements in the agreement are administratively feasible using CAR's Quota Share system. If questions arise, CAR will work with the selling ARC to ensure that the terms of the agreement are clarified or modified as necessary.

Every agreement must specify a time period corresponding to the monthly submission dates of statistical data in which the transfer of excess credit premium is to occur, up to a maximum of twelve months.

The Starting Quota Share Report Date and Ending Quota Share Report Date shall be specified on the Authorization Form. These dates correspond with CAR's monthly accounting/statistical shipments.

For example, if the starting date is intended for the Quota Share report which is updated with January, 2024 base data:

The January, 2024 monthly accounting shipment is due to CAR on March 15, 2024. The corresponding Quota Share report is referred to as the January, 2024 Quota Share report, and will be posted to CAR's website in late March. In the "Starting Quota Share Report Date," enter "January, 2024 QS Report."

Agreements that meet these requirements will be approved by CAR and the transfer of MAIP credits will commence as of the monthly base data update of the Quota Share and Assignment Order Report specified in the transfer agreement.

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In no instance will a credit transfer be made if it results in a negative credit position for the selling ARC on the day that the Quota Share report is updated and posted to CAR's website. If this occurs, CAR will reduce the amount of credit premium transferred to the buying ARC(s).

2. Procedure to Calculate Excess Credits

On a monthly basis, CAR will update the Quota Share and Assignment Order Report to include the latest 12 months of ~~statistically~~ reported data, as well as any data adjustments including previously approved credit premium transfers. The report will also be updated with the latest available assignment data.

a. Newly Approved Credit Premium Sales Agreements

- (1) Obtain the contractual transfer amount of credit premium from the approved credit sale and transfer agreement.
- (2) Determine the amount of available excess credit premium from the selling ARC.
 - (a) If the MAIP Credit Premium from Exhibit X-A-1, Column (4) is greater than the MAIP Quota Share Premium from Exhibit X-A-1, Column (5) then the available excess credit premium will be equal to the MAIP Credit Premium minus the MAIP Quota Share Premium.
 - (b) The initial excess credit premium of the selling ARC will be reduced for any active credit transfer agreements.
- (3) The actual transfer amount will be calculated as the lesser of the available excess credit premium and the contractual transfer amount.

b. Ongoing Credit Premium Sales Agreements

- (1) The actual transfer amount from the initial base data update will be transferred for the remaining months of the agreement unless specified otherwise in the contract. Refer to Exhibit X-B-1.

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- (2) If the actual transfer amount made in prior base updates was lower than the contractual transfer amount, the adjustment amount will be increased up to the contractual transfer amount if more excess credit premium is available, unless specified otherwise in the contract. Refer to Exhibit X-B-2.
- (3) The transfer of credits may not result in a negative credit position for the selling ARC. If the amount to be transferred is greater than the selling Member's MAIP Credit Premium, then the actual transfer amount will be revised to be equal to the selling Member's MAIP Credit Premium amount. Refer to Exhibit X-B-3.

C. Assignment of Applications

For each assigned risk, CAR will extract the rate effective year, rate classification, territory, and merit rating points from the risk's application and will determine the MAIP premium as specified in Section A.2.a. of this Chapter. CAR will assign applications to the most undersubscribed Member based on the results of Section A.7. of this Chapter. In the event that the results of Section A.7. of this Chapter are the same for two or more Members, CAR will assign the application to the most undersubscribed of those Members based on the results of Section A.6. of this Chapter.

Restrictions to the assignment of applications based on a Member's Quota Share exist and are identified in Rule 29.E. of CAR's Rules of Operation and in Chapter VIII – Assignment Process of this Manual.

D. Base Data Update

1. Update of Statistically Reported Exposure Data

On a monthly basis, CAR shall update statistically reported exposure data in order to reflect new and renewal business and endorsement, cancellation or coverage adjustments occurring subsequent to policy assignment and to reflect applicable credit data. Exposure data is reviewed for data quality on a monthly basis and any necessary adjustments for Members with late or incorrect statistical reporting shall also be made at this time.

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2. Inclusion of ~~Newly Writing Company~~ Interim Summary Data

As part of the monthly base data update, CAR will include interim summary data from ~~non-reporting Newly Writing C~~ompanies that are not yet reporting statistical data in the Quota Share calculation as specified in Rule 29 of CAR's Rules of Operation. Additionally, interim summary data will be included for any company required to report interim summary data due to missing or unacceptable statistically reported data.

~~Non-reporting Newly Writing Companies shall be eligible for appointment as an ARC as of the effective date of its initial rates and rate manual. The Member shall be required to accept assignments through the MAIP on the date that MAIP processes the Member's initial summary data submission.~~ The Member is required to report written private passenger property damage liability car months of exposure by CAR Identification Code, policy effective month, territory, classification and merit rating status, as defined in the Massachusetts Private Passenger Automobile Statistical Plan, for the 12 most recently available consecutive policy effective months, no later than 45 days after the close of the month of the Member's initial rates and rate manual effective date and on a monthly basis thereafter until the Member commences reporting statistical data to CAR. Reported interim summary data will be subject to audit review. Failure to report interim summary data will be subject to a penalty as outlined in Chapter III.B.4.

The date that a company is required to begin reporting detailed statistical data to CAR is based upon the provisions of the Massachusetts Private Passenger Automobile Statistical Plan. If the Member elects to commence reporting its statistical data as of a calendar date that is prior to the required date, the Member will still be required to submit interim summary data for the preceding 12 rolling effective months until all 12 policy effective months included in the Quota Share reports are statistically reported. Therefore, for a period of time, the Member will submit to CAR both interim summary data and detailed statistical data.

E. Company Management Reports and Data Files

Each month, reports and data files that detail the determination of Quota Share and provide companies with information that may be used to reconcile a Member's Quota Share reports are made available to Members. Links to the following reports and files are located on the

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MAIP Company Access page of CAR's website, under the Quota Share link:

1. Quota Share – Data by Source Report

The Quota Share – Data by Source Report provides a summary of the various sources of exposure, premium and credit premium data used to determine a Member's Quota Share. Refer to Exhibit X-A-2. The credit premium section contains information relative to voluntary credits, MAIP take-out credits and adjustments to credits including those adjustments relative to the sale and transfer of credits that have been applied.

2. Sale of Credits Report

The Sale of Credits Report details the sale and transfer of credit transactions between companies for the 12-month rolling period included in the current Quota Share and Assignment Order Report. Refer to Exhibit X-E-1. For each transaction, the report displays the selling company, buying company, and the amount of credit premium transferred.

3. Data Downloads

The Data Downloads page provides several downloadable Member and industry data files that may be used to reconcile Quota Share and credit premiums. These files are available in Excel file format.

a. Statistically Reported Data

This file includes statistically reported property damage liability exposures for the latest 12 policy effective months that are used in the determination of the Quota Share and credit premium fields that display on the Quota Share Report. Data is summarized by policy effective month and year, rate class, territory and merit rating points and can be used to reconcile the results displayed in Columns (3) and (4) on the Member's Quota Share Report. Refer to Exhibit X-A-1.

b. MAIP Take-Out Credits

This file includes statistically reported property damage liability exposures for the latest 12 policy effective months that are used in

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the determination of the Quota Share take-out credit premium. Data is summarized by policy effective month and year, rate class, territory, take-out credit type and merit rating points and results can be used to reconcile the take-out credit premium that is included in the MAIP credit premium field displayed on the Member's Quota Share Report. Refer to Exhibit X-A-1, Column (4).

c. Newly Assigned Data (from Assigned Applications)

The Quota Share premium data displayed on the Quota Share Report includes those policies assigned through the MAIP, with effective dates subsequent to the most recent accounting date. Click on the Assignments link from the Company MAIP Access page of CAR's website and sort the data by policy effective date or assignment date in order to identify all newly assigned data.

d. Rates and Factors

The Rates & Factors Reports contain rate, merit rating and credit data tables and are available in Excel file format. Each data table provides values or factors that are used in the calculation of MAIP Premium (Column (3)) and MAIP Credit Premium (Column (4)) as displayed on the Quota Share Report. Refer to Exhibit X-A-1.

The Rate data table provides rate and subsidy values used in the calculation of Quota Share Premium and Credit Premium. The Merit Rating data table provides the merit rating factors that are used in the calculation of Quota Share Premium and Credit Premium. The Credit Factors table provides the applicable credit factors that are used in the calculation of Quota Share Credit Premium.

4. LADA Volume Limitation Report

The LADA Volume Limitation report calculates the limitation of the additional MAIP assigned exposures an ARC may write on behalf of other Members, pursuant to a LADA, in accordance with Rule 36.C. Refer to Exhibit IV-D-1 from Chapter IV of this Manual.

5. Historical Quota Share Summary

The Historical Quota Share Summary report provides summarized Quota Share premium data as of the last day of each month for a selected date range. The report provides voluntary exposures and MAIP Quota

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Share and credit premium calculated using statistically reported data on an individual company and an industry basis. Refer to Exhibit X-E-2.

6. Premium and Loss Reports

The Premium and Loss reports provide summary policy year information for statistically reported MAIP assignment data. The reports are available on an individual company and an industry basis and display frequency and severity, earned and written premium, and policy year loss ratio data. These reports are located on the MAIP Company Access page of CAR's website, under the Premium and Loss Reports link. Refer to Exhibits X-E-3, X-E-4 and X-E-5.



NATALIE A. HUBLEY
PRESIDENT

COMMONWEALTH AUTOMOBILE REINSURERS

101 Arch Street, Suite 400 Boston, Massachusetts 02110
www.commauto.com 617-338-4000

Compliance and Operations Committee Proposed Commercial Statistical Plan Changes

On July 11, 2024, the Division of Insurance placed on file the Commercial Automobile Insurance Manual Rule, Policy Form, and Endorsement Form changes for use with ceded policies effective January 1, 2027. These changes include the adoption of new and updated policy coverage and endorsement forms. A summary of the changes is detailed below:

- Adoption of the 2020 Business Auto Coverage Form (currently the 2006 version is in use)
- Withdrawal of the 2006 Truckers form
- Adoption of the 2023 Motor Carrier Endorsement, which will be used in conjunction with the 2020 Business Auto Coverage Form for trucking risks
- Withdrawal of the 2010 Massachusetts Garage form
- Adoption of the 2020 Auto Dealers Coverage Form for franchised and non-franchised auto dealers
- Adoption of the more current versions of most endorsements used with these policy forms (close to 90 endorsement forms have been replaced)

After reviewing the current version of the policy forms, CAR has identified the need for statistical plan changes to reflect updated language in the policy forms, necessary clarifications, or additional designations within certain coverages.

1. Physical Damage – update the definition of Coverage Code 087

087 Coverage Code is currently defined as “Sound Receiving and Transmitting Equipment (excluding Police Vehicles, Fire Vehicles, and Garagekeepers)”. CAR recommends that the definition be updated to “Audio, Visual, or Data Electronic Equipment (excluding Police Vehicles, Fire Vehicles, and Garagekeepers)” in order to match the language used in the policy forms.

2. Expanded Physical Damage Coverage Limits

Additional coverage for Towing and Labor, Substitute Transportation, and On-Hook Coverage will be available in the residual market. New codes were introduced in 2023, but for voluntary business only. With the adoption of these coverages for the residual market, the reporting of these new values will be required for ceded business as well.

3. Addition of new classification codes for Non-Ownership Liability

Rule 27 – Non-Ownership Liability has been updated to include different risk designations, including Auto-Service, Partnership/LLC, and All Other. The new classification codes will enable the introduction of rating differentials based on detailed premium and loss experience. The chart below highlights the proposed codes (note that highlighted cells indicate new categories and codes in red indicate new classifications):

Non-Ownership Liability – Exposure Basis: Employee Months	SS Agency	All Other	Auto-Service	Partnership/LLC
Risks with 0 – 25 Employees		660100	663100	664100
Risks with 26 – 100 Employees		660200	663200	664200
Risks with 101 – 500 Employees		660300	663300	664300
Risks with 501 – 1,000 Employees		660400	663400	664400
Risks with over 1,000 Employees		660500	663500	664500
Individual Liability of Employees		667100	667300	667500
Non-Ownership Liability – Exposure Basis: Volunteer Months				
Volunteers - Social Service **	667000			
Individual Liability of Volunteers **	667200			
Volunteers		667400	667700	667800
Individual Liability of Volunteers		667600	667900	668000
Non-Ownership Liability – Exposure Basis: Partnership/LLC Months				
Active or Inactive Partners or LLC Members			663600	664600

** Indicates classification codes that are only applicable when the Garage Policy Form is being used. After 1-1-2027, they will only be valid in the voluntary market.

Implementation Plan for consideration:

- Item 1 is a clarification to the definition and can be implemented at any time
- Item 2 extends eligibility to the residual market and would be implemented with a 1-1-2027 effective date.
- Item 3 is a more substantive change in that new designations and codes would need to be incorporated into company systems. Because many companies have already adopted the updated policy coverage forms, it would be CAR's recommendation to adopt the new codes on an optional basis for voluntary business, effective 1-1-2026, and adopt the new codes on a mandatory basis for voluntary and ceded business, effective 1-1-2027.



NATALIE A. HUBLEY
PRESIDENT

COMMONWEALTH AUTOMOBILE REINSURERS

101 Arch Street, Suite 400 Boston, Massachusetts 02110

www.commauto.com

617-338-4000

Compliance and Operations Committee

Proposed Amendments to MAIP Placement Record Reporting

Division of Insurance Bulletin 2008-17 (attached) set forth procedures that insurers are required to follow concerning the placement of private passenger automobile insurance policies among group company affiliates or among risk categories within a single insurance company (often referred to as rating tiers). The bulletin instructs that in determining the premium to be charged for a policy assigned through the MAIP, each insurer is required to calculate the voluntary premium that is to be compared to the MAIP premium, based on the pre-defined risk attributes for which the policy has qualified as identified by the insurer in its voluntary rate filing(s).

Pursuant to CAR Bulletin 898 (attached), the Assigned Risk Carrier (ARC) is further required to report the source of the rates used to calculate the policy premium and report that information to CAR via the MAIP Placement Records (MPR). This information is used to provide a weekly summary report to the Division of Insurance to monitor pricing activity.

It has come to CAR's attention that the procedures vary among the ARCs in reporting the Rating Company Number data field on the MPR in instances where the company's voluntary rate equals the MAIP rate. Specifically, procedures vary when a company has adopted the MAIP rates in their voluntary filings either as a company within a group affiliate or as a risk category(s) within a single insurance company. Accordingly, CAR is recommending a change to the reporting of the Rating Company Number to enhance the quality of the data collected.

Currently, the Rating Company Number has two values:

- Report the three-digit code of the company whose voluntary private passenger rate was used to rate the policy.
- Report 001 if the MAIP rate was used to rate the policy

The proposed change would add a third value:

- Report the three-digit code of the company whose voluntary private passenger rate was used to rate the policy.
- Report 001 if the MAIP rate was used to rate the policy
- Report 002 if the voluntary rate used to rate the policy is equal to the MAIP rate

Staff has reached out to the ARCs that report MAIP Placement Records to better understand the impact of this proposed change. Most companies have indicated that an additional value is much easier to implement than a new data field and consequently a shorter lead time is required. Accordingly, Staff is recommending that this change be implemented with an effective date of July 1, 2025. If the Committee supports the recommendation, Staff will draft amendments to the Assigned Risk Company Procedures Manual for consideration at the next meeting.



COMMONWEALTH OF MASSACHUSETTS
Office of Consumer Affairs and Business Regulation
DIVISION OF INSURANCE

One South Station • Boston, MA 02110-2208
(617) 521-7794 • FAX (617) 521-7475
TTY/TDD (617) 521-7490
<http://www.mass.gov/doi>

DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LIEUTENANT GOVERNOR

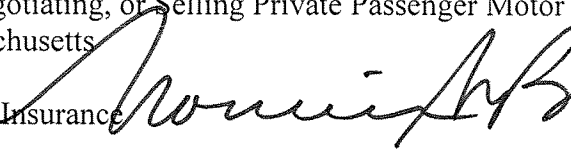
DANIEL O'CONNELL
SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

DANIEL C. CRANE
DIRECTOR

NONNIE S. BURNES
COMMISSIONER OF INSURANCE

BULLETIN 2008-17

TO: Insurance Companies Soliciting, Negotiating, or Selling Private Passenger Motor Vehicle Insurance Policies in Massachusetts

FROM: Nonnie S. Burnes, Commissioner of Insurance 

DATE: October 17, 2008

RE: Policy Placement Requirements for Private Passenger Motor Vehicle Insurance Policies with Effective Dates On or After April 1, 2009

This Bulletin informs insurance companies and insurance company groups (collectively “insurers”) that sell private passenger motor vehicle insurance policies in Massachusetts with effective dates on or after April 1, 2009 about the Division of Insurance’s (“Division”) requirements for such policy placement among company affiliates within an insurer group or among risk categories within a single insurance company.¹ These requirements promote fair and transparent business practices in both the voluntary and residual private passenger motor vehicle insurance markets.

Policy Placement Options in the Voluntary Market

Policy placement is an insurer’s practice of identifying the base rates and rating plan that will be used to calculate the premium for each motor vehicle insured under the policy, after a risk has satisfied an insurer’s eligibility guidelines. Insurer placement of private passenger motor vehicle insurance policies for the purpose of calculating the policy premium is generally achieved in two different ways.

¹ The provisions of this Bulletin do not apply to private passenger motor vehicle insurance policies that provide coverage exclusively to antique or classic motor vehicles, commercially registered motor vehicles, motorcycles, motor homes, motor scooters, or other miscellaneous motorized vehicles or non-motorized vehicles.

An insurer may file base rates and corresponding rating plans in more than one insurance company within the insurer group. Each company within a group may have a different set of base rates and corresponding rating plan(s). For example, insurer group X maintains two separate sets of base rates and rating plans. One set is used to calculate the premium for motor vehicles insured under policies issued by insurance company X1, and the other is used to calculate the premium for motor vehicles insured under policies issued by insurance company X2.

Alternatively, an insurer may maintain a single set of base rates and place each policy in a unique risk category within a single insurance company. The base rates are adjusted first for risk based on the policy's risk value. The policy's risk value is calculated using pre-defined risk attributes and rules. The risk value determines a unique risk category and factor that adjusts the base rates for risk. The rating factors² that comprise an insurer's rating plan then are applied to the risk adjusted base rate to calculate the final premium for each motor vehicle insured under the policy.

Rate Filing Requirements for Policy Placement in the Voluntary Market

Any insurer that sells private passenger motor vehicle insurance policies that are insurable by more than one insurance company within an insurer group, or maintains more than one risk category within a single insurance company, must comply with the following requirements in order to promote fairness and transparency:

1. Each insurer's rate manual must identify the risk attributes relevant to the insurer's decision to place a private passenger motor vehicle insurance policy in a specific insurance company or risk category. The company factor shall be displayed in the rate manual if the policy is placed in a specific insurance company within an insurer group, and the base rates for each insurance company within the group are a fixed percentage of a single set of base rates. The risk category factors shall be displayed in the rate manual if the policy is placed in a risk category within a single insurance company.
2. An insurer's policy placement decision shall rely on a risk value that is calculated based on pre-defined risk attributes and rules. The rules or formula for policy placement must operate on the risk attributes to produce a single risk value for the policy. The risk value shall qualify the policy for placement in one and only one insurance company and one and only one risk category at any point in time.

An insurer's policy placement rules and the risk attributes on which they are based will be examined by the Division prior to the effective date of any change to its base rates, company factors, or risk category rating factors.

² Rating plans within a single insurance company may vary based on the risk category in which the policy is placed.

3. Any changes to the types of risk attributes considered by an insurer in its decision to place a policy in either an insurance company or a risk category must be filed as a rate/rule filing with the Division.

Policy Placement Options in the Residual Market

An insurer may elect to use a single insurance company within the insurer group exclusively as its Assigned Risk Company ("ARC") to service private passenger motor vehicle insurance policies assigned to it through the Massachusetts Automobile Insurance Plan ("MAIP"), if the insurer is servicing directly its own MAIP policy assignments. The separate company acting as an ARC is subject to the following constraints:

1. The separate ARC may not file rates or rating plans independently for its exclusive use based on the loss and premium experience of the private passenger motor vehicle insurance policies it issues to policyholders assigned to it through the MAIP. The private passenger motor vehicle insurance rates and rating plans applicable to any policy issued through the separate ARC shall be the rates and rating plans on file with the Division for each of the insurer's affiliate companies that service the voluntary market, as well as the MAIP, as of the policy effective date.
2. The policy placement risk attributes and rules applicable to the separate ARC shall be the same as those applicable to its affiliate companies serving the voluntary market.
3. The separate ARC shall offer only the coverage available in the private passenger motor vehicle insurance policy and endorsements on file with the Division for the MAIP. No optional endorsements specific to the separate ARC shall be approved by the Division.
4. The separate ARC shall not appoint any licensed insurance producer to solicit or sell independently private passenger motor vehicle insurance policies for the ARC. The MAIP assignment process shall be the exclusive source of private passenger motor vehicle insurance policies insured by the ARC.³
5. All loss and premium experience for the separate ARC shall be reported to the statistical agent as MAIP business so that it may be reflected in future MAIP rates and rating plans.

Policy Placement Practices in the Residual Market

The following requirements are intended to supplement the requirements of Bulletin 2007-16, and will take effect for private passenger motor vehicle insurance policies effective on or after April 1, 2009 that are issued as a result of assignment through the MAIP.

³ This constraint does not apply to any insurer that elects to insure and service policies assigned to it through the MAIP itself in an insurance company that also actively sells private passenger motor vehicle insurance in the voluntary market. This constraint, when applicable, does not change an insurer's obligations to the producer of record pursuant to the MAIP Rules of Operation.

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October 17, 2008
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An insurer's voluntary premium for the policy shall be calculated based on the rates and rating plans in the insurance company or risk category exactly as indicated by the policy placement rules for the purpose of determining the final premium applicable to a policy assigned through the MAIP. The insurer's actual policy placement decision shall not differ from the placement indicated by the pre-determined policy placement rules for MAIP assigned policies. The fact that the policy was assigned to an insurer through the MAIP shall not be considered as a risk attribute in an insurer's determination of the insurance company or risk category to be used for calculating the otherwise applicable voluntary premium pursuant to the requirements of Bulletin 2007-16.

Each insurer that insures private passenger motor vehicle insurance policies assigned through the MAIP shall issue an endorsement with such policies that contains all of the following information:

1. The MAIP certificate number;
2. The policy number;
3. The policy effective date;
4. The source of the rates and rating plan used to compute the final premium for the policy (i.e. the name of the voluntary insurance company or "MAIP", whichever is applicable); and
5. The risk category identifier, if applicable, that was used in the calculation of the final premium for the policy.

The insurer shall provide the endorsement to the policyholder with the other policy documents at policy inception, and at each subsequent renewal. Any mid-term changes to the policy shall be made in accordance with the rates in effect on the policy effective date for the insurance company and risk category identified in the endorsement. The MAIP shall file such an endorsement for the Division's approval no later than January 1, 2009.

Each insurer shall transmit a copy of the endorsement, or its contents, to the MAIP at the same time that it transmits the endorsement to the policyholder so that pricing activity can be carefully monitored as the MAIP enters its final phase of implementation. Commonwealth Automobile Reinsurers ("CAR") staff, in conjunction with the CAR Governing Committee, shall determine the most cost effective method of transmitting this information to the MAIP for the next twelve months.

CAR staff shall prepare a summary report identifying the number of endorsements that indicate that the final policy premium was based on the insurer's voluntary rates and the number that were based on the MAIP rate for each insurer. The summary report shall be updated and sent to the Division on a weekly basis until the Division notifies CAR to do otherwise.

If you have any questions regarding this Bulletin, please contact Cara Blank, Property & Casualty Actuary at cara.blank@state.ma.us or 617-521-7344.



COMMONWEALTH AUTOMOBILE REINSURERS

225 Franklin Street Boston, Massachusetts 02110

www.commauto.com

617-338-4000

RALPH A. IANACO
PRESIDENT

April 10, 2009

BULLETIN NO. 898

MAIP Placement Record -Reporting Requirements for Policy Placement within Company Affiliates/Risk Categories

At its February 25, 2009 meeting, the Governing Committee approved changes to the reporting requirements for MAIP Placement Records with policy effective dates April 1, 2009 and subsequent for policy placement within company affiliates/risk categories. The Division of Insurance issued Bulletin 2008-17 on October 17, 2008, which contains the procedures insurers are required to follow concerning the placement of private passenger automobile insurance policies effective April 1, 2009 and subsequent among group company affiliates or among risk categories within a single insurance company. Policy placement is described as an insurer's practice of identifying the base rates and rating plan that will be used to calculate the premium for each vehicle insured under the policy. Group company affiliates may each have unique base rates and corresponding rating plans based upon pre-defined risk attributes identified by the insurer. Risk categories within a single insurance company achieve the same result by adjusting the base rate based upon pre-defined risk attributes identified by the insurer. The rate filing requirements for each of these options are contained in Bulletin 2008-17.

MAIP Placement Requirements

In determining the premium to be charged for a policy assigned through the MAIP, each insurer is required to calculate the voluntary premium that is to be compared to the MAIP premium, based upon the pre-defined risk attributes for which the policy has qualified as identified by the insurer in its voluntary rate filing(s). The rate to be charged the assigned risk is the base rate and rating factors that the risk qualifies for, regardless of whether the rate is determined from a tiered rating structure or the applicable rate from within a company group.

The Assigned Risk Carrier (ARC) is required to provide a copy of the MAIP endorsement MP-0001 - Premium Calculation Disclosure Form at the same time as other policy documents that are sent to the insured (CAR Bulletin 891 provides further information on this endorsement). The endorsement will identify the source of the rates used to calculate the policy premium. The ARC is further required to report this information to CAR so that pricing activity can be monitored and so that CAR can provide a summary report to the Division of Insurance on a weekly basis. In order to collect this information, two new fields have been added to the FTP record layout and the data entry screen for reporting MAIP Placement Records with Transaction Code 1 – New Business and Transaction Code 2 – Renewal Business.

- Rating Company Number – reflects the 3 digit company number of the company whose voluntary rate was used in rating the policy. If the MAIP rate was used, then 001 should be reported in this field. For FTP reporters, this field can be found in positions 4-6 (the updated record layout is attached).

- The Rating Company Number is a mandatory field, so it is required in order for a MAIP Placement Record (MPR) to be accepted by the online program. If a MPR is reported via FTP and this field is blank, the record will be flagged with Non-Fatal Error Code 12 and will need to be corrected via the online correction program in order to be accepted by the system.
- Risk Category – reflects the alpha-numeric 3 digit code of the risk category filed with the Division of Insurance that the insured has qualified for. This field can be found in positions 7-9 for those companies that utilize FTP.
 - The Risk Category is not a mandatory field and thus, blanks will be accepted. However, in order to comply with the Division's request to monitor this process, CAR will be requesting ARCs to provide a listing of Risk Category values and definitions (this will be done under separate cover). Accordingly, if CAR determines that a company should be reporting values in this field and it is not, CAR will contact that company to rectify the data reporting problem.

MAIP Placement Record Examples:

The following examples illustrate how to report the MAIP Placement Record and complete the endorsement to the policyholder.

- In Example 1, the insurer is not part of a group, nor has the company filed a tiered rating structure with unique attributes.
- In Example 2, the insurer is not part of a group, and has filed unique base rates or risk attributes.
- Examples 3A and 3B illustrate two ways for handling unique rates filed by insurers within a group and further demonstrate how a risk qualifying for a unique rate is to be handled whether that rate is achieved through the group scenario or by the risk attribute method.
- In Example 4, the MAIP rate is used.

Example 1:

ABC Insurance Company (Co-No = 123) - No group affiliation, one base rate

Endorsements for policies assigned through MAIP will contain the following:

- Policy Number
- MAIP Certification Number
- Policy Effective Date as applicable
- Assigned Risk Carrier Voluntary Rates Apply box is checked
- Insurer's Name is added to the form
- Risk Category does not apply

The MPR will contain the information as coded below:

Rating Co-No	Risk Cat	Company Code	MAIP Agency	MAIP Seq
<i>Pos 4 - 6</i>	<i>Pos 7-9</i>	<i>Pos 11-14</i>	<i>Pos 45-49</i>	<i>Pos 56-64</i>
123	blank	123	99999	999999999

Example 2:

DEF Insurance Company (Co-No = 456) – No group affiliation

Risk Category 001 – pre-defined as red cars

Risk Category 002 – pre-defined as blue cars

Policy 1 – Risk Category 001 applies

- Assigned Risk Carrier Voluntary Rates Apply box is checked
- Insurer's Name is added to the form
- Risk Category box is checked with a description that indicates that the policyholder qualifies for the "red car" premium calculation

The MPR will contain the information as coded below:

Rating Co-No	Risk Cat	Company Code	MAIP Agency	MAIP Seq
<i>Pos 4 - 6</i>	<i>Pos 7-9</i>	<i>Pos 11-14</i>	<i>Pos 45-49</i>	<i>Pos 56-64</i>
456	001	456	99999	999999999

Example 3A:

GHI Insurance Company (Co-No = 789) & JKL Insurance Company (Co-No = 234 and is the ARC for the group)

Company 789 – pre-defined as red cars

Company 234 – pre-defined as blue cars

Policy 1 – Company 789 rates apply

- Assigned Risk Carrier Voluntary Rates Apply box is checked
- Insurer's Name is added to the form (GHI Insurance Company)
- Risk Category does not apply

The MPR will contain the information as coded below:

Rating Co-No	Risk Cat	Company Code	MAIP Agency	MAIP Seq
<i>Pos 4 - 6</i>	<i>Pos 7-9</i>	<i>Pos 11-14</i>	<i>Pos 45-49</i>	<i>Pos 56-64</i>
789	blank	234	99999	999999999

An alternative way of dealing with the group affiliate procedure is as follows;

Example 3B:

GHI Insurance Company (Co-No = 789), JKL Insurance Company (Co-No = 234 and is the ARC for the group), and MNO Insurance Company (Co-No = 345 and is used exclusively for assigned risk business)

Company 789 – pre-defined as red cars

Company 234 – pre-defined as blue cars

Company 345 – adopts rates of 789 as Risk Category 001

adopts rates of 234 as Risk Category 002

Policy 2 – Company 345 rates apply, Risk Category 001

- Assigned Risk Carrier Voluntary Rates Apply box is checked
- Insurer's Name is added to the form (MNO Insurance Company)
- Risk Category box checked with a description that indicates that the policyholder qualifies for the "red car" premium calculation.

The MPR will contain the information as coded below:

Rating Co-No	Risk Cat	Company Code	MAIP Agency	MAIP Seq
<i>Pos 4 - 6</i>	<i>Pos 7-9</i>	<i>Pos 11-14</i>	<i>Pos 45-49</i>	<i>Pos 56-64</i>
345	001	345	99999	999999999

Example 4:

PQR Insurance Company (Co-No = 678)

Policy 1 – The MAIP Rate applies

- MAIP Rates Apply box is checked
- Insurer's Name is added to the form

The MPR will contain the information as coded below:

Rating Co-No	Risk Cat	Company Code	MAIP Agency	MAIP Seq
<i>Pos 4 - 6</i>	<i>Pos 7-9</i>	<i>Pos 11-14</i>	<i>Pos 45-49</i>	<i>Pos 56-64</i>
001	blank	678	99999	999999999

Questions concerning the reporting of MAIP Placement Records can be directed to your company's Data Analyst or the undersigned. Furthermore, CAR has developed a MAIP Edit Package which can be found in the Manuals section of the MAIP portion of CAR's Website.

WENDY BROWNE
Sr. Director of Operations Services

Attachments

Detail MAIP Placement Record FTP Layout

Position	Field Length	Field Name	Contents
1	1	Kind of Record	Numeric: 1 indicates MAIP Placement Record
2 - 3	2	State Code	Numeric: 20 indicates Massachusetts
4 - 6	3	Rating Co No	Numeric: Three-digit rating company code applied to private passenger rate.
7 - 9	3	Risk Category	Alpha-Numeric: Three character indicator for the applied rating category.
10	1	CAR ID Code	Numeric: 9 indicates MAIP Placement Record
11 - 14	4	Company Code	Numeric: three-digit code as assigned by CAR preceded by a zero. This is the same three-digit code used to report premium and loss statistical data.
15 - 30	16	Policy Number	Alpha-Numeric: three character minimum - any combination of alphabetic and/or numeric characters. Must be left justified with no embedded spaces.
31 - 36	6	Effective Date	Numeric: effective date of policy in month/day/year order, that is: Month - two digits: 01 through 12 Day - two digits: 01 through 31 Year - two digits: valid MAIP effective year
37-42	6	Expiration Date	Numeric - expiration date of policy in month/day/year order. Month - two digits: 01 through 12 Day - two digits: 01 through 31 Year - two digits: valid MAIP expiration year
43	1	Risk Indicator	Numeric: 0 - private passenger policy
44	1	Transaction Code	Numeric: 1 - New business 2 - Renewal business 4 - Policy Not Taken 6 - Business taken out of MAIP
45 - 49	5	MAIP Agency Number	Numeric: Agency number as assigned by CAR
50 - 55	6	Producer Code	Alpha-numeric: the unique company assigned code number for each producer consisting of at least three but no more than six alphabetical and/or numeric characters, left justified.
56 - 64	9	MAIP Sequence Number	Numeric: Assigned by CAR during the assignment process.
65 - 80	16	Name of Insured	Alpha-numeric: Left justified; first and last name of the insured.

Detail MAIP Placement Record Online Data Entry

MP200SA	COMMONWEALTH AUTOMOBILE REINSURERS	03/27/2009
DATE RECEIVED 20090327	ADD MAIP PLACEMENTS	11:34 AM
	COMPANY 999 MAIP INSURANCE COMPANY	

MAIP	T	EFF DATE	EXP DATE	INSURED NAME	PROD
AGENCY SEQUENCE X	POLICY NUMBER	YYYYMMDD	YYYYMMDD		CODE
.....

RATING COMPANY ... RISK CATEGORY ...

PF1/01 HELP
PF9/09 PRODUCER INQUIRY

PF3/03 ADD RECORD
PF12/12 RETURN TO MENU