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

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LINDA RUTHARDT
COMMISSIONER OF INSURANCE

Bulletin No. 01-06

To: Licensees, Insurers and Interested Parties

From: Linda Ruthardt, Commissioner of Insurance

Date: June 15, 2001

Re: Checklist for Property and Casualty filings

As part of the Division of Insurance's ("Division") efforts to improve its ability to timely and efficiently review insurance policies, other related forms, and rate filings submitted for approval or review, the Division has created a series of checklists for a variety of property and casualty products. Each checklist delineates the product requirements and prohibitions of applicable Massachusetts statutes and regulations.

Mandatory Use of Checklists

Effective July 1, 2001, all property and casualty filings must be accompanied by a copy of those portions of the checklist that are relevant to the filing. The property and casualty checklists are located on the Division's web site at www.state.ma.us/doi. All items contained in the checklists that **are relevant to the filing** must be completed in full, indicating where in the company's filing (page and paragraph number) the checklist requirement is satisfied. In addition, a duly authorized representative of the company must complete a Certification indicating that it is the insurer's good faith belief, based upon their review of the applicable checklist and the insurer's submission, that the submission complies with applicable Massachusetts law. The company must also certify that no other checklist items are applicable to the filing. Any submission that is not accompanied by the applicable, completed checklist sections and Certification will be rejected as incomplete and returned to the insurer.