



NATALIE A. HUBLEY
PRESIDENT

COMMONWEALTH AUTOMOBILE REINSURERS

101 Arch Street, Suite 400 Boston, Massachusetts 02110

www.commauto.com

617-338-4000

June 25, 2018

BULLETIN NO. 1054

UPDATES TO THE MANUAL OF ADMINISTRATIVE PROCEDURES

Chapter VIII – Data Reporting, Accounting Edit and Correction Procedures

In 2016, CAR completed a project to rewrite the Manual of Administrative Procedures (MAP) to pertain exclusively to commercial business. The revisions made included the elimination of obsolete language and references to private passenger business and language was clarified or updated, as necessary, to assure that all described procedures corresponded to current practice.

At its meeting of June 20, 2018, CAR's Governing Committee approved a further modification to Chapter VIII of the MAP to include reporting requirements for losses that exceed cedeable limits or coverages. Prior to the MAP rewrite, this information had been contained in the claims chapter and was unintentionally omitted from the rewritten manual. Additionally, in order to more clearly indicate the type of information contained in the Chapter, it has been retitled as Chapter VIII – Data Reporting, Accounting Edit and Correction Procedures. Chapter VIII and the full MAP, as updated, is available on the Manuals page of CAR's website under the Administrative Procedures link.

If you have any questions regarding these updates, please contact the undersigned.

MARIAN ADGATE
Corporate Documentation Specialist