

Commonwealth of Puerto Rico
OFFICE OF THE COMMISSIONER OF INSURANCE
P. O. Box 3508 - Old San Juan Station
San Juan, Puerto Rico 00904

April 9, 1980

Circular Letter AM-I-4-809-80

TO ALL INSURERS AND RATING BUREAUX AUTHORIZED TO SUBMIT
PROPERTY AND CASUALTY INSURANCE FILINGS UNDER THE PROVISIONS
OF SECTIONS 11.110 AND 12.050 OF THE INSURANCE CODE OF
PUERTO RICO

Subject: Changes in the procedure for
approval and withdrawal of
certain submissions

Dear Sirs:

In order to expedite the prompt approval of certain sub-
missions we will adopt the following procedure in approving
certain rate and forms filings as well as the withdrawal of
approved filings:

1. In approving some form filings, we will substitute
the usual letter of approval. Instead, we will mark a copy
of the transmittal letter with our stamp of approval contain-
ing the following information:

- (a) The date of your transmittal letter.
- (b) The date the forms were received in this Office.
- (c) The date this Office took formal action of
approval.
- (d) The effective date or date after which the
form(s) must be used.

Also, each and every form included shall be stamped
with the same information and also bearing the specific form
number.

2. In approving some rate filings and advertisements,
we will substitute the usual letter of approval. Instead,
we will mark a copy of the transmittal letter with our stamp
of approval containing more or less the same information
given in (1) above.

3. In withdrawing approved filings we will mark a copy of the transmittal letter with a stamp bearing the date of your transmittal letter and the date the withdrawal shall take effect.

4. In approving requests for effective dates of approved filings, we will mark a copy of your transmittal letter with a stamp bearing the date of your transmittal letter; the date your request is approved and also the following legend: "Effective date approved as per transmittal letter". This legend shall mean that we have accepted your proposal.

It will be absolutely necessary that all submissions be accompanied by a transmittal letter in duplicate as required by the Regulation of the Insurance Code of Puerto Rico.

If you have any comments or observation, please contact this Office at the address shown above or call phone number 724-6565.

Cordially yours,


Ramon L. Isaac
Chief Actuary
Property and Casualty
Section