



COMMONWEALTH OF PUERTO RICO  
OFFICE OF THE COMMISSIONER OF INSURANCE

IN REPLY, PLEASE  
REFER TO:

March 1, 2004

**CIRCULAR LETTER NUM. C-ES-3-1706-2004**

**TO ALL DOMESTIC INSURERS, FOREIGN INSURERS, SURPLUS LINES INSURERS, HEALTH MAINTENANCE ORGANIZATIONS, RATING ORGANIZATIONS, ADVISORY ORGANIZATIONS, REINSURERS, GENERAL AGENTS, MANAGERS, AGENTS, NON RESIDENT AGENTS, BROKERS, NON RESIDENT BROKERS, SURPLUS LINES BROKERS, ADJUSTERS, CONSULTANTS, SOLICITORS, ATTORNEYS-IN-FACT, AUTOMOBILE CLUBS OR ASSOCIATIONS, CHARITABLE ORGANIZATIONS, FRATERNAL BENEFIT SOCIETIES AND NON-PROFIT ASSOCIATIONS**

**SUBJECT: ELECTRONIC NOTICE OF THE ISSUANCE OF CIRCULAR LETTERS**

Dear Ladies and Gentlemen:

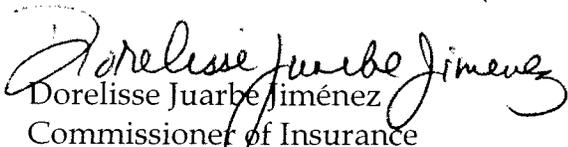
In an effort to maximize its resources and expedite its supervisory efforts, the Office of the Commissioner of Insurance of Puerto Rico, hereafter "the OCI", has decided to establish an electronic notice system. On its first phase, this system is established with the purpose of allowing the expedited communication of the circular letters issued by the OCI to our regulated persons.

In order to promote the establishment of the first phase of this project, the OCI requires all regulated persons to submit, on or before **March 15, 2004**, the attached form duly completed. Those regulated persons that do not have the facility to receive electronic notices must remit the attached form including, in the space provided, an explanation to that effect.

In light of the above, we hereby inform that starting from March 31, 2004, the OCI will begin its establishment of the first phase by notifying all regulated persons about the issuance of any Circular Letter. Said notice will indicate that a circular letter has been issued and will provide the link to our web page in the Internet, through which the regulated persons may examine the full text of the circular letter and download a copy of the same.

All domestic insurers, foreign insurers, surplus lines insurers, health maintenance organizations, rating organizations, advisory organizations, reinsurers, general agents, managers, agents, non resident agents, brokers, non resident brokers, surplus lines brokers, adjusters, consultants, solicitors, attorneys-in-fact, automobile clubs or associations, charitable organizations, fraternal benefit societies and non-profit associations authorized to do business in Puerto Rico should take notice of the contents of this Circular Letter and should submit the enclosed form duly completed.

Cordially,

  
Dorelisse Juarbe Jiménez  
Commissioner of Insurance

Enclosures