

No. 3749
Date: February 7, 1989 11:28 a.m.
Approved: Sila Calderón
Secretary of State
(Signed) Assistant Secretary of State

Office of the Commissioner of Insurance
Commonwealth of Puerto Rico
San Juan, Puerto Rico

RULE _____

Regulation of periods of time for processing permits and similar authorizations.

PURPOSE AND AUTHORITY: To establish the periods of time within which the Office of the Commissioner of Insurance will process licenses and authorizations, and carry out any similar procedures; according to the provisions of Public Law No. 77, enacted on June 19, 1957, as amended, section 2.040, 26 LPRA sec. 204.

Section 1 - The Office of the Commissioner of Insurance will process licenses and carry out similar procedures within the periods of time indicated below for each procedure:

Type of Procedure: Period of Time

LICENSES AND EXAMINATIONS

(Days)

Regular Licenses:

- | | |
|--------------------------------------|-----|
| 1. General Agent | 90 |
| 2. Agent | 90 |
| 3. Broker-Agent | 90 |
| 4. Adjuster | 90 |
| 5. Consultant | 90 |
| 6. Broker | 90 |
| 7. Surplus Lines Broker | 90 |
| 8. Advisory and Rating Organizations | 60 |
| 9. Non-resident Broker | 180 |
| 10. Non-resident Agent | 180 |

License Renewal

- | | |
|-------------------------|-----|
| 1. General Agent | 120 |
| 2. Agent | 120 |
| 3. Adjuster | 120 |
| 4. Broker-Agent | 120 |
| 5. Consultant | 120 |
| 6. Insurance Broker | 120 |
| 7. Surplus Lines Broker | 90 |
| 8. Solicitor | 120 |

9. Advisory and Rating Organizations	90
Provisional Licenses	
1. Agents	90
2. Corporations	90
3. Firms	90
Re-examinations	
1. Agent	90
2. Adjuster	90
3. Broker-Agent	90
4. Consultant	90
5. Insurance Broker	90
6. Solicitor	90
<u>Approval of Riders, Policies, and Form</u>	
1.	Approv
al of forms for property and casualty insurance.	120
2.	A
pproval of forms, riders, applications for amendments, addenda, and documents related to life and disability insurance.	120
3.	Approv
al of multiple lines programs.	120
<u>Approvals related to classes and rates</u>	
1. Approval of general levels of classes of property/casualty insurance.	150
2. Approval of classes, rating plans, mass marketing plans, filing of rules and classes that do not include the entire property/casualty line of insurance.	90
3. Registration of rates for credit life or disability insurance.	60
4. Registration of rates for health care plans.	120
5. Preliminary approval of translations of forms and documents related to life and disability insurance.	180
6.	Fina
1 approval following preliminary approval.	60
<u>Authorizations and Permits</u>	
1. Admission or readmission of foreign insurers and rating and advisory organizations.	
<u>a. Preliminary Evaluation</u>	60
The process begins with the receipt of the application for admission and ends with a letter	

advising of qualification for admission and requiring submission of certain documentation.

b. Issuance of the Certificate of Authority 60

The process begins with the receipt of the required documents and ends with the issuance of the certificate, if appropriate.

2. Organization and Authorization of Domestic Insurers

a. Incorporation 90

The process begins with the receipt of the necessary documents for incorporation and organization and ends with the mailing of the solicitation permit.

b. Issuance of the Certificate of Authority 60

c. The process begins with the receipt of the documents required in Sections 11.110 and 12.050 of the Puerto Rico of Insurance Code and the receipt of the statutory deposit, and ends with the issuance of the certificate of authority, if appropriate.

3. Authorization of health services organizations

a. Preliminary Evaluation 60

b. The process begins with the receipt of document until instructed to make the deposit.

c. Issuance of Certificate of Authority 60

The process begins with the receipt of the deposit until the issuance of the certificate.

4. Amendments to the certificate of authority. 60

5. Sales permit. 90

6. Application for tax exemption on premium. 90

7. Renewal or extension of solicitation permit and sales representative license. 60

8. Release of deposit and substitution of funds. 45

9. Permit for merger of domestic insurers. 60

10. Permit for investments. 60

Approval of Advertising

1. Approval of property and casualty advertising. 90

2. Approval of life and disability advertising. 90

Official Certifications

- | | |
|---|----|
| 1. Application for certification of deposited funds. | 30 |
| 2. Certifications of insurers, reinsurers or health services organizations. | 45 |

Certifications of licenses

- | | |
|-------------------------|----|
| 1. Insurer | 30 |
| 2. General Agent | 30 |
| 3. Adjuster | 30 |
| 4. Broker-Agent | 30 |
| 5. Agent | 30 |
| 6. Consultant | 30 |
| 7. Insurance Broker | 30 |
| 8. Surplus Lines Broker | 30 |
| 9. Real Estate Broker | 30 |
| 10. Solicitor | 30 |

Circulation of Risk

- | | |
|--|----|
| 1. Production and delivery of request to the industry. | 15 |
| 2. Report to applicant. | 60 |

Approval of continuing education courses

Awarding of credit hours for continuing education from the time full documentation is submitted.	60
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Section 2

Once the license application has been filed and the other procedures described in Section 1 of this Rule have been completed, the Office of the Commissioner of Insurance will make a preliminary evaluation of the applications, for the sole purpose of verifying that they have included all the necessary supplementary documents. This evaluation will be made within fifteen (15) business days following the filing of the application, unless there is a justifiable reason for doing otherwise.

If based on this evaluation the agency deems that the application is complete and has all the necessary documents, the period of time for processing the applications as described in Section 1 of this Rule will begin to be counted from the last day of the evaluation period as set forth in the above paragraph.

If an application is not complete or one or more of the necessary supplementary documents has not been filed, the agency

will notify the applicant within the time period set forth in the first paragraph. In such event, the periods of time set forth in section 1 of this rule will not begin to be counted until the applicant has submitted the required documents to the agency.

The agency will have the discretion to refuse applications that are incomplete, within the time period set forth above.

Section 3

Once the application has begun to be processed, if the agency becomes aware that in order to evaluate the application it will be necessary to submit additional information and documentation, the agency will notify the applicant in writing regarding the required information and documentation; in this case the periods of time set forth in Section 1 of this Rule will be deemed to have been interrupted and will begin to be counted from the receipt of the documents as may be required.

Notwithstanding the above, the Commissioner shall have the discretion to deny and application if the Commissioner deems that it is incomplete.

Section 4

Any provision in any of the rules approved by the Office of the Commissioner of Insurance that contravene or are incompatible with the provisions established herein shall be deemed to have been amended pursuant to the provisions of this Rule.

Section 5

This rule will enter into effect on the day it is filed with the Department of State, by virtue of an Executive Order of the Governor of Puerto Rico to such effect.

Date of approval: FEB 6 1989

Effective date:

Signature of Agency Chief