



NEWFOUNDLAND AND LABRADOR
BOARD OF COMMISSIONERS OF PUBLIC UTILITIES

120 Torbay Road, P.O. Box 21040, St. John's, Newfoundland and Labrador
Canada, A1A 5B2

DIRECTIVE A.I. 2011-06

ISSUED: December 13, 2011

TO: All insurers, excluding Facility Association, transacting the business of automobile insurance in the Province of Newfoundland and Labrador

SUBJECT: Mandatory Reporting of Expense Information

The Board hereby advises that it has made the reporting of annual expense information a mandatory filing to the Board for all automobile insurers writing business in the Province. The filing will be known as the Automobile Insurance Expense Survey (AIES) and is established pursuant to s.57 and s.58 of the *Automobile Insurance Act* and s.16 and s.62 of the *Public Utilities Act*.

The objective of the AIES is to provide a clear estimate of individual company expenses and other related information for automobile insurance written in the Province. This information will be used by the Board in its review of automobile insurance rate filings.

All insurers are required to report expense information to the Board on the same basis as they report to OSFI (i.e. calendar year or fiscal year). Reports must be filed in Excel format and must be signed by a senior executive of the company familiar with the data being reported.

Data reported to the Board is protected by the provisions of the *Access to Information and Protection of Privacy Act*. No company data will be released to any third party without the written consent of the respective company.

The AIES takes effect immediately with the reporting of 2010 expense data. All insurers are required to complete the AIES for the 2010 reporting year and submit it to the Board electronically (ito@pub.nl.ca) by **January 20, 2012**.

The Board's AIES reporting form, completion instructions and sign-off form have been attached for your convenience and can also be found at www.pub.nl.ca/insurance.htm.

Should you have any questions regarding this matter please contact Ryan Oake, Regulatory Analyst, at roake@pub.nl.ca.

Yours truly,

A handwritten signature in cursive script that reads "Cheryl Blundon".

Cheryl Blundon
Board Secretary