



To: All Statistical Plan Reporting Companies

Date: January 31, 2019

Bulletin No: GISA 2019-01

2018 Collection of Financial Information for insurers who write Automobile and Ontario Commercial Liability - P&C Quarterly Return (Q4), P&C Annual Supplement, Unallocated Adjustment Loss Expense (FI-ULAE), and Main (FI-Main)

GISA has implemented several changes to the 2018 financial collection in order to improve the collection, analysis and reporting processes. All of these changes have been outlined below in the attached “New in the 2018 FI Collection” appendix.

It is mandatory for all writers currently reporting statistical data to GISA to report their P&C-Q4, P&C-AS, FI-ULAE and FI-Main filing. Outlined below are the Financial Information Collection due dates.

Financial Information Collection				
Submissions		Plans		Due Dates
		Automobile	Commercial Liability	
P&C-Q4		Mandated	Mandated	March 1st 2019
P&C-AS		Mandated	Mandated	March 1st 2019
FI-ULAE		Mandated	N/A	March 4th 2019
FI-Main	FI Tabs	Mandated	N/A	April 1st 2019
	ABR Tab	Mandated	Mandated	April 1st 2019

All required FI templates and documents are available for download on the following website: <http://www.ibc.ca/on/resources/industry-resources/data-management/bulletins/gisa-bulletins>

Required FI templates and documents:

- Financial Information Reporting and Submission Requirements Manual
- FI-ULAE Automobile Reporting Excel Template (2018 FI-ULAE Template.xlsm)
- FI-Main Reporting Excel Template (2018 FI-Main Template.xlsm)

Please note that P&C Returns must be collected and submitted ahead of the FI-Main filing and all submissions must be submitted to the GISA portal, <http://portal.abc.ca/>.

If you have any questions, kindly contact GISA's service provider, IBC, at FI@IBC.CA.

General Insurance Statistical Agency

APPENDIX A

New in the 2018 FI Collection

The 2018 FI collection has implemented several changes in order to improve the collection process, analysis and reporting processes. The changes are as follows:

- FI ULAE & FI Main Templates
 - If the distribution channel varies by jurisdiction, an explanation of the differences is required
 - Minor formatting changes have been made to improve FI templates

Best Practices

- The methodology used for equity allocation must be consistent from year-to-year, across all jurisdictions and coverages. The allocated equity must be a positive amount for each jurisdiction and coverage.
- Although you are able to submit your FI ULAE and FI Main filings without completing the Certificate of the Officer/Designate section through the GISA portal, this is a mandatory section and you must either:
 - Check off the Electronic Certification checkbox, or;
 - Attach the printable certificationFailure to select one of the options will result in a late submission
- A generated file must be created before the submitting files through the GISA Portal. Click on the **Generate** button after the template is completed
- Numerical values must be entered as integers without thousand separator, decimal points, or any other special characters
- All subsidiaries and company numbers must be included on the Cover (Tab-1) of the FI ULAE and FI Main templates

Failure to adhere to these Best Practices will result in deficiency and/or late fees