

NOTICE: 04-2023
DATE: June 12, 2023

Notice to All Stakeholders

Launch of Appendix B in CARS

Purpose:

The Automobile Insurance Rate Board (AIRB) is issuing this notice to announce the launch of a new version of the Collection and Reporting System (CARS), incorporating Appendix B in the submission screens.

Background:

The AIRB developed CARS as an online filing portal to ensure streamlined access to filing information and increase the security of commercially sensitive data between the insurer and the AIRB. CARS enabled insurers to submit filings to introduce or modify a rating program for all filing types, and view and pay their cost recovery invoice. It replaced the manual and email processes.

One of the filing requirements is the Certificates of Officer and Actuary.

- Appendix B1 is the Certificate of Officer, it is required for each filing.
- Appendix B2 is the Certificate of Actuary, it is required for each actuarial full filing.
- Appendix B3 is the Rate Filing Completion Confirmation Checklist, it is required for each actuarial full filing.

Announcement:

The AIRB is releasing a new version of the CARS portal incorporating Appendix B directly into the submission screens reducing the need for additional attachments. Instructions for these new screens are included in the User Guide available on our [website](#).

Action Required:

All automobile insurers are required to complete the applicable Appendix B screen related to their filing type for all future filings.

Should you have any questions relating to this Notice, contact our office by email: airb@gov.ab.ca or phone: 780-427-5428.

{Original Signed}

Laurie Balfour, MBA, CPA, CMA
Executive Director