



**ATTENTION
DATA REPORTING PERSONNEL**

January 31, 2024

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: 2024 Data Calls

Each year, the North Carolina Rate Bureau, the North Carolina Reinsurance Facility and the North Carolina Insurance Guaranty Association issue special data calls to support our organizations. The data we collect is used across the organizations for assessments, expense allowances, and rate filings. This circular outlines the data calls, the due dates, and where to find additional support. In North Carolina, each data call uses the IDC (Insurance Data Collection) system to collect the data.

Data Call Reporting Schedule

Annual Calls	Due Date	Who Reports	Type
Property & Casualty NAIC Annual Statement	March 4, 2024	NC Licensed Carriers	IDC File Upload
NAIC Insurance Expense Exhibit	April 1, 2024	NC Licensed Carriers	IDC File Upload
Automobile Expense Experience (Form A1, A1b – New in IDC for 2024! A2, A3) Private Passenger (Nonfleet) and Commercial (other than private passenger nonfleet)	April 22, 2024	Carriers with NC experience in ASL 19.1, 19.2, 19.3, 19.4, 21.1)	IDC Data Entry
Installment Premium Charges	May 1, 2024	NC Licensed Carriers	IDC Data Entry
Property Expense Experience (Form H1, D1, F1) Homeowners, Dwelling, Flood	June 3, 2024	Carriers with NC experience in ASL 1.0, 2.1, 2.5, 4.0	IDC Data Entry
NEW in IDC for 2024! Ceded Commercial Automobile (other than private passenger nonfleet)	June 3, 2024	Carriers who cede NCRF Commercial Auto Risks in ASL 19.3, 19.4	IDC File Upload

ASL = Annual Statement Line

All member companies are required to use the Industry Data Collection (IDC) web application to submit all data calls. The IDC web application is located on the secure Member Services Portal of the NCRB website www.ncrb.org.

IDC Reporting Guidebook – REVISED for 2024!

The IDC Reporting Guidebook provides an overview of the data submission process for each data call, detail for the data elements contained in each call, and more. The Guidebook can be found [here](#).

TRAINING OPPORTUNITIES - NEW FOR 2024!

In 2024, the Organizations will be providing several training sessions related to our data call processes. The schedule, and a description of the topics for these training sessions, is as follows:

Training Topic	Time	Date
Overview – IDC Reporting for North Carolina	2pm EST	February 13, 2024
Overview – IDC Reporting for North Carolina	10am EST	February 28, 2024
Expense Experience Details	10am EST	March 14, 2024
Expense Experience Details	2pm EST	April 9, 2024
Ceded Commercial Auto – New Process	10am EST	April 22, 2024
Ceded Commercial Auto – New Process	2pm EST	April 30, 2024

Click the link on any “Training Topic” above to register!

Full descriptions of these trainings, including details regarding the target audience, can be found [here](#), and a separate link is also available on our website.

All trainings will close with time for any Questions and Answers – or send your questions ahead of time to idsupport@ncrb.org.

IDC Access via NCRB Webportal

On the NCRB Web Site (<http://www.ncrb.org>), click “Member Login” at the top of the page. The PORTAL LOGON page displays. Once logged in, the Member Portal allows you to choose Personal Lines/IDC to access the system.

If you do not have a LOGON for the Member Portal, you will need to reach out to your Company’s Master Web Administrator (MWA). For determining your MWA, you may reach out to support@ncrb.org or by phone (919) 783-9790.

Fine Procedures

Fines may be charged, according to the following procedures:

Annual Statement and Expense Experience

To encourage timely submission of this data, the NCRB Governing Committee has approved the implementation of a penalty fine for the late submission of these data calls. A penalty fine of \$100 per day will be imposed for late submissions. The \$100 per day fine is imposed for the Annual Statement, Insurance Expense Exhibit, and Expense Experience data calls. Member companies are urged to meet the requested due dates to avoid late penalty (submission) fines.

Commercial Auto Ceded Statistical

To encourage timely submission of this data, the NCRF Board of Governors has approved the implementation of a Penalty for Late Submission of Requested Data. A penalty of \$100 per day will be imposed for all late submissions. Member companies are urged to meet the requested due date to avoid the penalty for a late submission. For complete information on Commercial Auto Ceded Data Call fines please refer to the NCRF [Standard Practice Manual](#). (Section 4, Chapter 4 Statistical Requirements, Page 4-1)

Please share this information with personnel responsible for data reporting. If you have any questions, you may contact the NCRB at 919-783-9790 or idsupport@ncrb.org.

Sincerely,

Andy Montano

Director, Personal Lines

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Attachments
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Overview – IDC Reporting for North Carolina – estimated length 1 hour

Just looking for the highlights? This training may be right for you! This training will cover how to log in and navigate in the system, as well as a brief introduction of what is new for 2024. Anyone new to using the North Carolina IDC system may find value in this session.

Target Audience: This training will be targeted at all carriers that must interact with the IDC system and/or data. Audience may include compliance personnel, underwriters, finance and/or accounting professionals, actuaries, or IT professionals. This training is open to anyone with an interest in IDC related topics.

All trainings will close with time for any Questions and Answers – or send your questions ahead of time to idsupport@ncrb.org.

Expense Experience Details – estimated length 1 ½ hours

Questions about the Expense Experience Data Calls? This is the training for you! We will go over the definitions that are commonly used for the various components, as well as highlight an added screen for the collection of ceded Motorcycle data (which includes the collection of exposures). We will cover Company Details, data submission, the edit process, and more.

Target Audience: This training will be targeted at all companies which report the IDC expense experience data. Audience may include compliance, actuaries, underwriters, finance and/or accounting, or IT professionals.

All trainings will close with time for any Questions and Answers – or send your questions ahead of time to idsupport@ncrb.org.

Ceded Commercial Auto – New Process – estimated length 1 hour

Starting in 2024, the statistical data for companies which cede Other Than Private Passenger Liability to the North Carolina Reinsurance Facility will be collected using North Carolina’s Insurance Data Collection (IDC) Reporting Tool. This training will show how the process has changed from prior years, highlighting the new format – a text file upload. This training will also describe the fining process that governs this data call.

Target Audience: This training will be targeted at NCRF Carriers that cede Commercial Auto data. Any individuals that interact with the statistical data may find this beneficial. Other audiences may include compliance, actuaries, underwriters, statistical reporting professionals, finance and/or accounting, or IT professionals.

All trainings will close with time for any Questions and Answers – or send your questions ahead of time to idsupport@ncrb.org.