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## **MEMORANDUM**

**TO:** All Ontario Incorporated Property and Casualty Insurance Companies and Reciprocal Insurance Exchanges

**FROM:** Vivien Chiang, Senior Actuarial Consultant  
Actuarial Services

**DATE:** December 16, 2021

**RE:** **2021 PROPERTY AND CASUALTY MEMORANDUM  
TO THE APPOINTED ACTUARY**

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We have updated the 2021 Property and Casualty Memorandum to the Appointed Actuary (Instructions). The Actuarial Report, pursuant to subsection 121.13(1) of the *Insurance Act*, must be submitted with the Annual Statements filed under subsection 102(1) of the *Insurance Act*.

With the exception of mutual insurance corporations that are members of the Fire Mutuals Guarantee Fund, all property and casualty insurance companies and reciprocals are required to submit an actuarial valuation report with their annual statements.

This Memorandum describes the actuarial requirements of the Financial Services Regulatory Authority (FSRA) of Ontario with respect to Appointed Actuary's Report (AAR) on Property and Casualty insurance business. Ontario requirements are similar to those issued by OSFI, except differences in the review procedure and filing directions as noted.

This 2021 Memorandum and other relevant documents can be found on our website at <http://www.fsrao.ca>. Instructions that deserve special attention are highlighted in bold.

No substantive changes were made to the 2021 Memorandum. Section 6.7.1 makes a specific reference to potential exposure emanating from residential schools.

For security reasons, companies should use FSRA's file transfer facility to upload the electronic copy of the Report of the Actuary, Unpaid Claims and Loss Ratio Analysis Exhibit (UCLRE), and the annual filing return by making a request to FSRA contact. When a separate electronic report is provided using the secured file transfer facility, it is preferable if information can be easily copied by FSRA staff and thus, the report should not be protected and exhibits should be in a format that can easily be transferred to a spreadsheet. For companies who are required to submit the Financial Condition Testing (FCT), they should send the electronic copy of the report to FSRA no later than September 30, 2022.

Please ensure that the Appointed Actuary of your company is provided with a copy of the Memorandum. Should you have any questions or comments, please contact me at (416) 590-2095.

Vivien Chiang  
Senior Actuarial Consultant  
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Auto/Insurance Products