



**THE WORKERS' COMPENSATION  
RATING AND INSPECTION BUREAU**

*Administrator  
Massachusetts Assigned Risk Pool*

December 16, 2002

**MASSACHUSETTS WORKERS' COMPENSATION  
ASSIGNED RISK POOL**

**NOTICE TO POOL CARRIERS – NO. 02-1**

**CERTIFICATES OF INSURANCE**

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Over the years, the Bureau has received petitions from the agent community requesting that we change our Pool Procedures to allow producers of record to issue certificates of insurance.

The Governing Committee recently considered this alternative and decided not to change the Pool's current procedure which requires that certificates of insurance for Pool policies only be issued by servicing carriers or voluntary direct assignment carriers (VDACs). The Committee members agreed that certificates of insurance are a valuable tool for underwriting, auditing and fraud prevention purposes, and they did not feel there was a demonstrated need to take away that tool by changing the procedure. The Governing Committee further suggested that the Bureau remind all Pool carriers, both servicing and VDAC, about the Assigned Risk Pool Performance Standards regarding certificates of insurance. Part A.6. of the Performance Standards states, in pertinent part, that "certificates of insurance will be issued within five working days after receipt of request".

In an effort to make the issuance of certificates of insurance a more efficient process for both carriers and agents, we will soon provide Pool carriers with proposed guidelines about which we will ask for your comments and suggestions. After they have been finalized, we expect to post the guidelines on our website.

**DANIEL M. CROWLEY, CPCU**  
Director – Customer Services