

STATISTICAL SERVICE

AUGUST 21, 2018

ALL LINES

SD-AL-2018-012

CALL FOR ELECTRONIC SUBMISSION OF COUNTRYWIDE AND TEXAS AFFIDAVITS FOR 2017 DATA; NEW AFFIDAVIT SUBMISSION PROCESS THROUGH ISONET[®]

KEY MESSAGE

This circular provides the electronic submission requirements for the annual Countrywide and Texas Affidavits for Accounting Year 2017 data. ISO, in an effort to streamline reporting requirements, has decided to include the annual Affidavit submission as part of the Annual Verification application via ISONet[®].

BACKGROUND

In circular [SD-AL-2017-007](#), dated May 10, 2017, we last provided the online electronic submission requirements for the annual Countrywide and Texas affidavits for Accounting Year 2016 data. The annual Affidavit requirements are applicable to companies reporting Countrywide data and Texas Commercial Lines data to ISO.

The submission of the Affidavits attests to the completeness and accuracy of a company/group's data.

COMPANY ACTION

For 2017 Countrywide Statistical Plan data and Texas Commercial Lines data, reporting companies should:

- Access your company's Affidavit submission requirements through the Annual Verification application on ISONet[®] – <https://products.iso.com/>.
- Refer to the Affidavit User Guide accessible on the application.
- Have the applicable Affidavit(s) completed by a designated company official with responsibility for the compilation and submission of statistical data. For those companies that have independent data processing organizations performing the statistical reporting function, the affidavit must nevertheless be completed by a designated company official as the company is responsible for the completeness of all their data.
- Utilize the applicable Affidavit(s) to attest to the completeness and accuracy of your submitted data.
- Submit the Texas Affidavit electronically by the due date of **October 15, 2018**.
- Submit the Countrywide Affidavit electronically by the due date of **December 15, 2018**.
- Download or print a copy of the Affidavit(s) for your records before submitting to ISO.

IMPORTANT NOTE(S)

- The submission of Affidavits for the 2017 Countrywide Statistical Plan and Texas Commercial Lines data is mandatory, and they must be submitted via ISONet® only.
- Receipt of Affidavits is a key ISO data quality tool and timely submission of this certification is important. Accordingly, submissions not received by the due date may be subject to a reduction in statistical credit as well as data quality downgrades on the Annual Performance Evaluation.
- The Affidavit process applies to all statistical plan data for all states. This also applies to data reported for Texas using the Commercial Statistical Plan and the Texas Commercial Lines Statistical Plan.
- A company/group is also required to complete an Affidavit if they have submitted NIL Transmittals (C/W), Zero Submission Control Records (CSP+) or Zero Transmittal Records (TCLSP).
- Please note that your company may not be required to respond to an Annual Verification call for a given year, however, the submission of an Affidavit is mandatory and should be submitted by the announced due date(s). If you do not find your group/company listed, contact affidavits@verisk.com.
- ISONet® is a password-protected site. For registration or log-in assistance, please contact the Verisk Customer Support Center at isonetadmin@verisk.com.
- Once you submit your Affidavit, you will be sent a receipt to the e-mail address you provided on the form. The e-mail will list all the companies that you entered for that submission. Separate e-mails are sent for each of the three Affidavits, i.e., for data for states other than Texas, for CSP Plus data and for TCLSP data.

ISO STATISTICAL REPORTING CREDIT

ISO provides statistical reporting credits to companies for reporting timely, complete and accurate data according to the instructions provided in ISO's statistical plans. Companies in compliance with all instructions and with delivery dates detailed in our filing schedules – both for reporting changes necessitated by regulatory data collection requirements as well as for ISO's data collection requirements – receive maximum credit. Statistical reporting credits reduce a company's overall ISO charges.

REFERENCE(S)

- [SD-AL-2018-010](#) (05/21/2018) Online Submission Of Countrywide And Texas Affidavits For 2017 Data To Be Incorporated Into The Annual Verification Application Via ISONet®
- [SD-AL-2018-002](#) (01/03/2018) 2018 Filing Schedule Issued
- [SD-AL-2017-007](#) (05/10/2017) Call For Electronic Submission Of Countrywide And Texas Affidavits For 2016 Data

CONTACT INFORMATION

If you have any questions concerning:

- The content of this circular, please contact:
Donna Geller
Statistical Data Management
201-469-2264
Donna.Geller@verisk.com
- Other issues for this circular, please contact Customer Support:
E-mail: info@verisk.com
Phone: 800-888-4476

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