



June 13, 2005

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: Workers Compensation Insurance
Data Reporting Seminar

The Workers Compensation Department of the North Carolina Rate Bureau is pleased to announce a Data Reporting Seminar to be held November 15, 2005.

Seminar Overview

The seminar will cover a wide a range of topics designed to provide insight into Bureau operations and data reporting. Topics of discussion will include:

- Policy Reporting requirements
- Compliance/Non-Compliance reporting requirements
- USR Reporting requirements
- Implementation of Data Processing Fees
- NCRB editing procedures
- NCRB website tools
- WCRatings
- Formation of a Data Reporting Committee

A question and answer session will be held at the end of the seminar.

Who Should Attend

Anyone in your organization involved in reporting policy or unit statistical information to NCRB is invited to attend. NCRB staff members will be available to answer questions pertinent to data reporting.

Registration will begin at 8:00 a.m. The seminar will begin at 8:30 a.m. and conclude at 4:00 p.m. Lunch will be provided.

Further information related to the location of the seminar will be provided by August 10, 2005.

Please complete the attached form and return it to NCRB by July 31, 2005.

Questions regarding the seminar can be directed to:

Delisa D. Fairley

North Carolina Rate Bureau
P O Box 176010
Raleigh, NC 27609

Phone: (919) 783-9790
Fax: (919) 783-7467
Email address: ddf@ncrb.org

Sincerely,

Sue Taylor

Director of Workers Compensation

ST:dg

C-05-5

NCRB SEMINAR ENROLLMENT FORM

Please identify the name of each person attending:

Name Title

Name Title

Name Title

Carrier Name: _____

Mailing Address: _____

Carrier Requested Topics:

NCRB would like to make the seminar informative for the carriers. Please indicate any specific questions, topics or issues you would like to have addressed below:

1. _____

2. _____

3. _____

Complete the form and return by July 31, 2005 to:

Delisa D. Fairley
North Carolina Rate Bureau
P O Box 176010
Raleigh, NC 27609
Fax (919) 783-7467