



December 10, 2018

DCRB CIRCULAR NO. 960

To All Members of the DCRB:

Re: **APPROVAL OF DCRB FILING NO. 1805**
REVISION OF THE NOTIFICATION OF CHANGE IN OWNERSHIP ENDORSEMENT AND
THE UPDATE OF CORRESPONDING LANGUAGE TO THE EXPERIENCE RATING PLAN
EFFECTIVE DECEMBER 1, 2018

The Delaware Insurance Commissioner has approved the DCRB's filing regarding the revision of a mandatory endorsement, Notification of Change of Ownership WC 00 04 14, beginning with new and renewal policies effective 12:01 a.m., December 1, 2018 or later. The previous version of the endorsement was filed and approved for new and renewal policies effective as of December 1, 2017 or later. Since that approval the National Council of Compensation Insurance (NCCI) has established a revised version of the endorsement, WC 00 04 14 A.

Endorsement WC 00 04 14 A is being utilized countrywide by states under the NCCI along with other independent state jurisdictions. The mandatory use of this endorsement version will align Delaware with these jurisdictions.

As a part of this approval, Section 5-Experience Rating Plan of the DCRB's Workers Compensation Manual of Rules, Classifications and Rating Values for Workers Compensation and Employers Liability Insurance (Basic Manual), will be updated to reference the revised endorsement name and version number.

This effective date aligns concurrently with the DCRB's normal annual loss cost and residual market rate revision filing which was approved by the Commissioner on October 15, 2018 (Refer to DCRB Circular 958). This coordination will consolidate necessary changes that our members and other constituents must make to policies, forms and systems.

For additional information, please refer to Filing No. 1805, posted under the "Filings" tab of the DCRB's website (<http://www.dcrb.com>). Please contact Drew Kratz, Team Lead – Rating Rules & Policy Reporting at 215-320-4432 or at dkratz@dcrb.com for any questions regarding this Circular. The Basic Manual will be updated on the DCRB's website at a later date.

William V. Taylor
President

**DELAWARE WORKERS COMPENSATION MANUAL OF RULES, CLASSIFICATIONS AND
RATING VALUES FOR WORKERS COMPENSATION AND FOR EMPLOYERS LIABILITY
INSURANCE**

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

WC 00 04 14 A

**90-DAY REPORTING REQUIREMENT – NOTIFICATION OF CHANGE IN OWNERSHIP
ENDORSEMENT**

You must report any change in ownership to us in writing within 90 days of the date of the change. Change in ownership includes sales, purchases, other transfers, mergers, consolidations, dissolutions, formations of a new entity, and other changes provided for in the applicable experience rating plan. Experience rating is mandatory for all eligible insureds. The experience rating modification factor, if any, applicable to this policy, may change if there is a change in your ownership or in that of one or more of the entities eligible to be combined with you for experience rating purposes.

Failure to report any change in ownership, regardless of whether the change is reported within 90 days of such change, may result in revision of the experience rating modification factor used to determine your premium.

This reporting requirement applies regardless of whether an experience rating modification is currently applicable to this policy.