#### HOSPITAL, MEDICAL, DENTAL, AND INDEMNITY CORPORATIONS

#### COMPANY NAME

NAIC COMPANY CODE \_\_\_\_\_

PHONE\_\_\_\_\_

#### CONTACT

REQUIRED FILINGS IN THE STATE OF: WISCONSIN

\_\_\_\_\_ Filings Made During the Year 2024

| (1)            | (2)       | (3)  | NUMI  | (4)<br>BER OF C | OPIES*  | (5)                       | (6)              | (7)   | (8)                 |
|----------------|-----------|--|-------|-----------------|---------|---------------------------|------------------|---|---------------------|
| Check-<br>list | Line<br># | REQUIRED FILINGS FOR THE ABOVE STATE   | Don   | nestic          | Foreign | DUE DATE                  | FORM<br>SOURCE** | PORTAL NAME                                   | APPLICABLI<br>NOTES |
| 11St #         | #         |  | State | NAIC            | State   |                           | SOURCE           |   | NOTES               |
|                |           | I. NAIC FINANCIAL STATEMENTS   |       |                 |         |                           |                  |   |                     |
|                | 1         | Annual Statement (8 1/2"X14")  | EO    | EO              | XXX     | 3/1                       | NAIC             | Financial Statement                           | A-H, J, L, T        |
|                | 1.1       | Printed Investment Schedule detail (pages E01-E29)                                       | EO    | EO              | XXX     | 3/1                       | NAIC             | Financial Statement                           | L                   |
|                | 2         | Quarterly Financial Statement (8 1/2" x 14")   | EO    | EO              | XXX     | 5/15, 8/15, 11/15         | NAIC             | Financial Statement                           | J                   |
|                |           | II. NAIC SUPPLEMENTS   |       |                 |         |                           |                  |   |                     |
|                | 11        | Accident & Health Policy Experience Exhibit  | EO    | EO              | XXX     | 4/1                       | NAIC             | Annual Supplement                             | Н                   |
|                | 12        | Actuarial Opinion  | EO    | EO              | N/A     | 3/1                       | Company          | Actuarial Opinion                             | Н                   |
|                | 17        | Life, Health & Annuity Guaranty Association Assessable<br>Premium Exhibit, Parts 1 and 2 | EO    | EO              | XXX     | 4/1                       | NAIC             | Annual Supplement                             |                     |
|                | 18        | Long-term Care Experience Reporting Forms  | EO    | EO              | XXX     | 4/1                       | NAIC             | Annual Supplement                             | Н                   |
|                | 19        | Management Discussion & Analysis   | EO    | EO              | XXX     | 4/1                       | Company          | Annual Supplement                             | Н                   |
|                | 20        | Market Conduct Annual Statement Premium Exhibit for<br>Year                              | EO    | EO              | XXX     | 3/1                       | NAIC             | Financial Statement                           | Ι                   |
|                | 21        | Medicare Part D Coverage Supplement  | EO    | EO              | XXX     | 3/1, 5/15, 8/15,<br>11/15 | NAIC             | Financial Statement                           | Н                   |
|                | 22        | Medicare Supplement Insurance Experience Exhibit   | EO    | EO              | XXX     | 3/1                       | NAIC             | Financial Statement                           | Н                   |
|                | 23        | Risk-Based Capital Report  | 0     | EO              | 0       | 3/1                       | NAIC             |   | Р                   |
|                | 24        | Schedule SIS   | EO    | N/A             | N/A     | 3/1                       | NAIC             | Schedule SIS                                  | R                   |
|                | 25        | Supplemental Compensation Exhibit  | EO    | N/A             | XXX     | 3/1                       | NAIC             | NAIC Supplemental Compensation<br>Exhibit     |                     |
|                | 26        | Supplemental Health Care Exhibit (Parts 1, and 2)  | EO    | EO              | XXX     | 4/1 if applicable         | NAIC             | Annual Supplement                             | H, N                |
|                | 27        | Supplemental Investment Risk Interrogatories   | EO    | EO              | XXX     | 4/1                       | NAIC             | Supplemental Investment Risk<br>Interrogatory | Η                   |
|                |           | III. ELECTRIC FILING REQUIREMENTS  |       |                 |         | 1                         |                  |   | 1                   |
|                | 61        | Annual Statement Electronic Filing   | 0     | EO              | 0       | 3/1                       | NAIC             |   |                     |
|                | 62        | March PDF Filing   | 0     | EO              | 0       | 3/1                       | NAIC             |   |                     |
|                | 63        | Risk-Based Capital Electronic Filing   | 0     | EO              | 0       | 3/1                       | NAIC             |   |                     |
|                | 64        | Risk-Based Capital PDF Filing  | 0     | EO              | 0       | 3/1                       | NAIC             |   |                     |
|                | 65        | Supplemental Electronic Filing   | 0     | EO              | 0       | 4/1                       | NAIC             |   |                     |
|                | 66        | Supplemental PDF Filing  | 0     | EO              | 0       | 4/1                       | NAIC             |   |                     |
|                | 67        | Quarterly Financial Statement Electronic Filing  | 0     | EO              | 0       | 5/15, 8/15, 11/15         | NAIC             |   |                     |
|                | 68        | Quarterly PDF Filing   | 0     | EO              | 0       | 5/15, 8/15, 11/15         | NAIC             |   |                     |

| (1)            | (2)       | (3)   | NUMI  | (4)<br>BER OF C | COPIES* | (5)                       | (6)              | (7)   | (8)                 |
|----------------|-----------|---|-------|-----------------|---------|---------------------------|------------------|---|---------------------|
| Check-<br>list | Line<br># | REQUIRED FILINGS FOR THE ABOVE STATE  | -     | nestic          | Foreign | DUE DATE                  | FORM<br>SOURCE** | PORTAL NAME   | APPLICABLE<br>NOTES |
| not            |           |   | State | NAIC            | State   |                           | SOURCE           |   |                     |
|                | 69        | June Electronic Filing  | 0     | EO              | 0       | 6/1                       | NAIC             |   |                     |
|                |           | IV. AUDIT/INTERNAL CONTROL RELATED REPORT   | TS    |                 | -       |                           |                  |   |                     |
|                | 81        | Accountants Letter of Qualifications  | EO    | EO              | N/A     | 6/1                       | Company          | Accountants Qualification Letter                                    |                     |
|                | 82        | Audited Financial Report  | EO    | EO              | N/A     | 6/1                       | Company          | Audited Financial Statements  |                     |
|                | 83        | Audited Financial Reports Exemption Affidavit   | EO    | N/A             | N/A     | 6/1 if applicable         | Company          | Audited Financial Statements Exemption Affidavit                    |                     |
|                | 84        | Communication of Internal Control Related Matters Noted in Audit                                  | EO    | EO              | N/A     | 8/1                       | Company          | Communication of Internal Control<br>Related Matters Noted in Audit |                     |
|                | 85        | Designation of Independent CPA (changes in)   | EO    | N/A             | N/A     | As needed                 | Company          | Designation of Independent CPA                                      |                     |
|                | 86        | Management's Report of Internal Control Over Financial<br>Reporting                               | EO    | N/A             | N/A     | 8/1                       | Company          | Mgmt Report on Internal Controls over<br>Financial Reporting        | М, Р                |
|                | 87        | Notification of Adverse Financial Condition   | EO    | N/A             | 1       | As needed                 | Company          | Notification of Adverse Condition                                   |                     |
|                | 88        | Relief from the Five-Year Rotation Requirement for Lead<br>Audit Partner                          | EO    | EO              | N/A     | As needed                 | Company          | Relief from 5-year Rotation Requirement                             |                     |
|                | 89        | Relief from the One-Year Cooling Off Period for<br>Independent CPA                                | EO    | EO              | N/A     | As needed                 | Company          | Relief from 5-year Cooling Off Period                               |                     |
|                | 90        | Relief from the Requirements for Audit Committee  | EO    | EO              | N/A     | As needed                 | Company          | Relief from Audit Committee<br>Requirement                          |                     |
|                | 91        | Request for Exemption to File Management's Report of<br>Internal Control Over Financial Reporting | EO    | N/A             | N/A     | 6/1 if applicable         | Company          | Exemption to File   |                     |
|                | 92        | CPA Audit Checklist   | EO    | N/A             | N/A     | 6/1                       | State            | CPA Audit Checklist   | Pages 16 & 17       |
|                |           | V. STATE REQUIRED FILINGS   |       |                 | -       |                           |                  |   |                     |
|                | 101       | Corporate Governance Annual Disclosure***   | EO    | 0               | N/A     | 6/1                       | Company          | Corporate Governance Annual Disclosure                              | Р                   |
|                | 102       | Filings Checklist   | 0     | 0               | 0       |                           |                  |   |                     |
|                | 103       | Form B = Holding Company Registration Statement   | EO    | 0               | N/A     | 6/1                       | Company          | Holding Company – Form B & C  | K                   |
|                | 104       | Form F - Enterprise Risk Report****   | EO    | 0               | N/A***  | 6/1                       | Company          | Form F  | O, P                |
|                | 105       | ORSA Own Risk and Solvency Assessment*****  | EO    | 0               | N/A     | See Note Q                | Company          | ORSA  | P, Q                |
|                | 106       | Schedule of Fees  | EO    | 0               | N/A     | 3/1                       | State            | Schedule of Fees  | С                   |
|                | 108       | Signed Jurat  | EO    | 0               | XXX     | 3/1, 5/15, 8/15,<br>11/15 | State            | Financial Statement   | B, D, I, J, L       |
|                | 109       | Group Capital Calculation (File with the lead state only)   | EO    | 0               | N/A     | 6/1                       | See U            | Group Capital Calculation   | U                   |
|                | 110       | Health Compulsory and Security Surplus Calculation (electronic)                                   | EO    | 0               | EO      | 3/1, 5/15, 8/15,<br>11/15 | State            | Compulsory Surplus Filing   | Page 10             |
|                | 111       | Report on Executive Compensation  | EO    | 0               | XXX     | 3/1                       | State            | Report on Executive Compensation                                    | Pages 13 & 14       |
|                | 112       | Financial and Operating Statistics - Health (electronic)  | EO    | 0               | EO      | 3/15                      | State            | Financial Operating Statistics                                      | Page 12             |
|                | 116       | Designation of Registered Agent   | EO    | 0               | N/A     | 3/1 & as needed           | State            |   | S                   |
|                | 125       | Annual Diversity Survey   | EO    | 0               | N/A     | 6/1                       | State            | Diversity Survey  | P, Page 18          |

| (1)            | (2)  | (3)                                  | NILIMI | (4)<br>BER OF C | ODIEC*  | (5)      | (6)              | (7)                          | (8)                 |
|----------------|------|--------------------------------------|--------|-----------------|---------|----------|------------------|------------------------------|---------------------|
| Check-<br>list | Line | REQUIRED FILINGS FOR THE ABOVE STATE |        | nestic          | Foreign | DUE DATE | FORM<br>SOURCE** | PORTAL NAME                  | APPLICABLE<br>NOTES |
| list           | #    |                                      | State  | NAIC            | State   |          | SOURCE**         |                              | NOTES               |
|                | 130  | Cyber Security Certification         | EO     | 0               | N/A     | 3/1      | State            | Cyber Security Certification | Page 19             |

#### HOSPITAL, MEDICAL, DENTAL, AND INDEMNITY CORPORATIONS continued

- \* If XXX appears in this column, this state does not require this filing if hard copy is filed with the state of domicile and if the data is filed electronically with the NAIC. If N/A appears in this column, the filing is required with the domiciliary state. EO means electronic only filing.
- \*\* If NAIC is shown as Form Source, the form should be obtained from the appropriate vendor.
- \*\*\* For those states that have adopted the NAIC Corporate Governance Annual Disclosure (CGAD) Model Act, an annual disclosure is required of all insurers or insurance groups by June 1. The CGAD is a state filing only and should not be submitted by the company to the NAIC. Note however that this filing is intended to be submitted to the lead state if filed at the insurance group level. For more information on lead states, see the following NAIC URL: <a href="http://www.naic.org/public\_lead\_state\_report.htm">www.naic.org/public\_lead\_state\_report.htm</a>.
- \*\*\*\* For those states that have adopted the NAIC updated Holding Company Model Act, a Form F filing is required annually by holding company groups. Consistent with the Form B filing requirements, the Form F is a state filing only and should not be submitted by the company to the NAIC. Note however that this filing is intended to be submitted to the lead state. For more information on lead states, see the following NAIC URL: <a href="http://www.naic.org/public\_lead\_state\_report.htm">www.naic.org/public\_lead\_state\_report.htm</a>.
- \*\*\*\*\* For those states that have adopted the NAIC Risk Management and Own Risk and Solvency Assessment Model Act, a summary report is required annually by insurers and insurance groups above a specified premium threshold. The ORSA Summary Report is a state filing only and should **not** be submitted by the company to the NAIC. Note however that this filing is intended to be submitted to the lead state if filed at the insurance group level. For more information on lead states, see the following NAIC URL: www.naic.org/public\_lead\_state\_report.htm.

#### GENERAL INSTRUCTIONS FOR COMPANIES TO USE CHECKLIST

**Please Note:** This state's instructions for companies to file with the NAIC are included in this Checklist. The NAIC will not be sending their own checklist this year.

# Electronic filing is intended to be filing(s) submitted to the NAIC via the NAIC Internet Filing Site which eliminates the need for a company to submit diskettes or CD-ROM to the NAIC. Companies are not required to file hard copy filings with the NAIC.

**Column (1) (Checklist)**—Companies may use the checklist to submit to a state if the state requests it. Companies should copy the checklist and place an "x" in this column when mailing information to the state.

**Column (2) (Line #)**—Line # refers to a standard filing number used for easy reference. This line number may change from year to year.

Column (3) (Required Filings)—Name of item or form to be filed.

The *Annual Statement Electronic Filing* includes the annual statement data and all supplements due March 1, per the *Annual Statement Instructions*. This includes all detail investment schedules and other supplements for which the *Annual Statement Instructions* exempt printed detail.

The *March PDF Filing* is the pdf file for annual statement data, detail for investment schedules, Officers and Directors Information and supplements due March 1.

The Supplemental Electronic Filing includes all supplements due April 1, per the Annual Statement Instructions.

The **Supplement PDF Filing** is the pdf file for all supplemental schedules and exhibits due April 1.

The **Quarterly Electronic Filing** includes the complete quarterly filing and the PDF files for all quarterly data.

The Quarterly PDF Filing is the pdf file for quarterly statement data.

The June PDF Filing is the pdf file for the Audited Financial Statements and Accountants Letter of Qualifications.

**Column (4) (Number of Copies)**—Indicates the number of copies that each foreign or domestic company is required to file for each type of form. The XXX in this column signifies that Wisconsin has waived the paper filing of the annual statement and all supplements.

Column (5) (Due Date)—Indicates the date on which the company must file the form.

**Column (6) (Form Source)**—This column contains one of three words: NAIC, State, or Company, If this column contains "NAIC," the company must obtain the forms from the appropriate vendor. If this column contains "State," the state will provide the forms with the filing instructions (generally on its website). If this column contains "Company," the company, or its representative (e.g., its CPA firm), is expected to provide the form based upon the appropriate state instructions or the NAIC *Annual Statement Instructions*.

Column (7) (Portal Name)—This column contains the name of the document on OCI's Financial Filings Portal.

**Column (8) (Applicable Notes)**—This column contains references to the Notes to the Instructions that apply to each item listed on the checklist. The company should carefully read these notes **before** submitting a filing.

### NOTES AND INSTRUCTIONS

| А | Required Filings Contact:  | ocifinancial@wisconsin.gov  |
|---|--|---|
| В | Mailing Address for all Filings <b>Except</b><br>Fee and Tax Payments: | The Office of the Commissioner of Insurance (OCI) has a <b>Financial Filing</b><br><b>Portal</b> for companies licensed as domestic and nondomestic insurers to<br>securely make financial filings electronically with the Division of Financial<br>Regulation.                                   |
|   |  | Use of the Financial Filing Portal is optional but highly encouraged. Before making your first filing, you must get a login and password to the Financial Filing Portal. Please see the information at <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> to get set up to make filings. |
|   |  | Although the use of the Filing Portal is preferred, another electronic option is to file by email to <u>OCIFinancial@Wisconsin.gov</u> .  |
|   |  | Use the addresses below to make filings if neither the Portal nor email is used.  |
|   |  | For US Mail<br>Office of Commissioner of Insurance<br>P.O. Box 7873<br>Madison WI 53707-7873  |
|   |  | Street Address (FedEx, UPS, etc.)<br>Office of Commissioner of Insurance<br>125 S Webster St<br>Madison WI 53703-3474   |
|   |  | If neither the Portal nor email is used, all filings should be physically received at the address in Note B <b>on or before the due date</b> . Electronic filings must be made on or before the due date.   |
|   |  | If the due date falls on a weekend or holiday, the deadline is extended to the next business day.   |
|   |  | Please refer to <u>oci.wi.gov/Pages/Companies/PremiumTax.aspx</u> for remittance of taxes and fees.   |
|   |  | Late filings may be subject to forfeitures under s. 601.64 Wis. Stat.   |
| С | Fee Payments:  | Payment Due on or before March 1 for year-end fees  |
|   |  | The completed "Hospital, Medical and Dental Service or Indemnity Schedule<br>of Fees" filing, page 11 of this packet, should be submitted via the <b>Financial</b><br><b>Filing Portal (preferred method described in Note B) or</b> sent to the email<br>address in Note B.                      |
|   |  | Payments should <u>not</u> be sent to the Madison, Wisconsin, address.  |
|   |  | Please refer to <u>oci.wi.gov/Pages/Companies/PremiumTax.aspx</u> for remittance of taxes and fees.   |

| D | Signatures:   | Wisconsin-domiciled insurers are required to have the notarized signatures<br>of the President, Treasurer, and Secretary, or the three highest principal<br>officers if otherwise titled, except if the Treasurer does not have charge of<br>the accounts of the insurer, enter the signature and title of the individual<br>that does. If appropriate corporate officers are incapacitated or otherwise<br>not available due to personal emergency, vice presidents or assistant<br>officers may sign the statement. The jurat page must be signed by three<br>separate persons. The officers holding the positions on the date of signing<br>are the appropriate signers if there were changes in office holders since the<br>statement "as of" date.<br>Signatures and notarizations are required for filings made via the Financial<br>Filing Portal. Electronic signatures and notarizations are acceptable. |
|---|---|---|
| E | Amended Filings:  | Insurers are required to comply with SSAP 3. Immaterial errors are to be corrected in the period discovered as adjustments to unassigned funds. Wisconsin-domiciled insurers should promptly alert OCI to any material errors found to previously filed statements and amended annual or quarterly statements should be filed if so directed in writing by OCI.   |
| F | Exceptions from normal filings:                                       | Any request for exemptions or extensions to filing requirements must be made in advance in writing. Any approvals will be granted in writing.   |
| G | Bar Codes (State or NAIC):  | All NAIC forms should contain bar codes as instructed by the NAIC Annual Statement Instructions. Wisconsin specific forms do not require bar codes.   |
| Н | NONE Filings:   | See NAIC Annual Statement Instructions. Blank schedules will not<br>be considered filed. If no entries are to be made, write "None" across<br>the schedule in question or complete appropriate interrogatory of the<br>"Supplemental Exhibits and Schedules Interrogatories" page of the annual<br>statement blank.   |
| I | Filings New, Discontinued, or<br>Modified Materially Since Last Year: | <ul> <li>A new form #20 Market Conduct Annual Statement Premium Exhibit<br/>for Year has been added.</li> <li>Supplemental Health Care Exhibit's Allocation Report has been<br/>discontinued.</li> </ul>  |
| J | Quarterly Filings:  | The Office of the Commissioner of Insurance (OCI) has a Financial Filing<br>Portal for companies licensed as domestic and nondomestic insurers to<br>securely make financial related filings electronically with the Division of<br>Financial Regulation.   |
|   |   | Use of the Financial Filing Portal is optional but highly encouraged. Before making your first filing, you must get a login and password to the Financial Filing Portal. Please see the information at <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> to get setup to make filings.  |
|   |   | Although use of the Filing Portal is preferred, another electronic option is to file by email to: <u>OCIFinancial@Wisconsin.gov</u> .   |
|   |   | If neither the Portal nor email is used all domestic insurers are required to<br>file two hard copies of the quarterly financial statements. One copy must<br>have notarized signatures. One copy can be a photocopy of the original.<br>The quarterly compulsory and security surplus calculation are filed<br>electronically by domestic and nondomestic insurers.  |

|   |  | All licensed nondomestic insurers are required to electronically file the<br>quarterly compulsory and security surplus calculation form. A signed jurat<br>is no longer required to be filed with this office. Quarterly hard copies,<br>including supplemental filings, are not required.   |
|---|--|--|
| к | Holding Company Filings:   | Only applies to Wisconsin-domiciled insurers which are a member of an insurance holding company system. See Chapter Ins 40, Wis. Adm. Code.  |
| L | Size and Format of Statement:  | The Office of the Commissioner of Insurance (OCI) has a Financial Filing<br>Portal for companies licensed as domestic and nondomestic insurers to<br>securely make financial related filings electronically with the Division of<br>Financial Regulation.  |
|   |  | Use of the Financial Filing Portal is optional but highly encouraged. Before making your first filing, you must get a login and password to the Financial Filing Portal. Please see the information at <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> to get set up to make filings.  |
|   |  | Although use of the Filing Portal is preferred, another electronic option is to file by email to <u>OCIFinancial@Wisconsin.gov</u> .   |
|   |  | Domestics - 2 hard copies of annual statement if neither Portal nor email is used.   |
|   |  | 9"x14" or 8.5"x14" sized annual statement and quarterly statement only. <b>Statements need to be bound.</b> Statements held together with paper clips or rubber bands will not be accepted as being filed.   |
|   |  | If Investment Schedule detail (pages E01 to E27, #1.1 on checklist) is bound<br>in statement, no additional copy is required.  |
| М | Management's Report of Internal<br>Control Over Financial Reporting: | This provision is applicable to Wisconsin-domiciled insurers with \$500,000,000 or more of gross written premiums. Refer to s. Ins 50.17, Wis. Adm. Code, for the requirements regarding this confidential report.   |
| N | Supplemental Health Care Exhibit:                                    | The definition of "small employer" as defined in s. 635.02, Wis. Stat., should<br>be used for completing the Supplemental Health Care Exhibit. "Small<br>employer" is defined as an employer that employed an average of at least 2<br>but not more than 50 employees on business days during the year if the<br>employer was not in existence during the preceding calendar year, and that<br>employs at least 2 employees on the first day of the plan year. |
| 0 | Form F - Enterprise Risk Report:                                     | Pursuant to s. Ins 40.03 (9), Wis. Adm. Code, Wisconsin-domiciled insurers belonging to a holding company system where Wisconsin is the lead state of the holding company system shall file a Form F - Enterprise Risk Report by June 1, annually.   |

| Ρ | Confidential Filings:   | Unless identified by statute or rule as being confidential, filings are<br>considered public information. The following filings are held confidential:<br>#23, #63, #64 Risk-Based Capital Report<br>#86 Management's Report of Internal Control Over Financial Reporting<br>#101 Corporate Governance Annual Disclosure<br>#104 Form F - Enterprise Risk Report<br>#105 ORSA Own Risk Summary Analysis Report<br>#125 Annual Diversity Survey<br>Other filings are considered public. If you believe a filing contains proprietary<br>and confidential information, please contact OCI and identify the information<br>claimed to be proprietary and the basis for your claim of confidentiality. The<br>assertion of a claim of confidentiality does not guarantee that the information<br>will be found to be exempt from disclosure. |
|---|---|--|
| Q | ORSA Report:  | Under ch. 622, Wis. Stat., an insurer domiciled in Wisconsin with annual direct and assumed premium of \$500 million or more, or the insurance holding company system of which the Wisconsin-domiciled insurer is a member with direct and assumed premium of \$1 billion, shall file an ORSA report with Wisconsin by December 31. See ch. 622, Wis. Stat., for additional information.   |
| R | Schedule SIS:   | Only applies to Wisconsin-domiciled insurers with 100 or more stockholders.  |
| S | Designation of Registered Agent                                 | The Designation of Registered Agent form should be filed on March 1 and<br>whenever there is a change in connection with a company's Registered<br>Agent for Service of Process.<br>Available on the OCI website, <u>https://wi.accessgov.com/oci-</u> <u>wi/Forms/Page/oci-wi/designation-of-registered-agent-12-014/1</u> .  |
| Т | Notice that filing of the electronic<br>State Page is required. | The electronic state page is required for all licensed companies regardless<br>of if there is any premium to be reported. If there is no premium to be<br>reported, then the company should enter the number zero.   |
| U | Group Capital Calculation                                       | GCC template available at<br>https://content.naic.org/cmte_e_grp_capital_wg.htm  |

#### 2023 ANNUAL STATEMENT INSTRUCTIONS

Each licensed insurer shall file its annual financial statement on the NAIC Annual Statement blank appropriate for the lines of business it is licensed to write: Property/Casualty, Life and Accident and Health, Fraternal Orders, Title Insurance, or Health Insurance (including Health Maintenance Organization, Hospital, Medical, and Dental Service or Indemnity Corporations, Limited Health Service Organizations).

Each company shall comply with the applicable NAIC Annual Statement Instructions and shall comply with accounting practices prescribed or permitted by the NAIC Accounting Practices and Procedures Manual, unless otherwise required or permitted by the Wisconsin Statutes and Administrative Code, or as ordered or instructed by the commissioner.

NAIC Annual Statement Instructions are available from the NAIC at <u>prodserv@naic.org</u>, phone (816) 783-8300. Foreign companies are no longer required to file hard copies of their annual statements, supplements and audited financial statements, or quarterly statements unless requested to do so. State-required filings are indicated in the checklist.

PURSUANT TO s. Ins 50.25, Wis. Adm. Code, all Property/Casualty, Life, Accident and Health, Fraternal, Health Maintenance Organizations, Hospital, Medical and Dental Service or Indemnity (HMDI), and Limited Health Service Organizations (LHSO) insurers will be required to file their 2023 financial statement information electronically with the NAIC on or before March 1, 2024. All quarterly statements should also be filed electronically with the NAIC within 45 days of the end of each quarter. Failure to file will result in forfeiture.

**Please refer to** <u>oci.wi.gov/Pages/Companies/PremiumTax.aspx</u> for remittance of taxes and fees. Payments for taxes and fees should be made to the Milwaukee lockbox or through online payment. Do **not** send checks to the Madison address. All other filings should be submitted to the Office of the Commissioner of Insurance in Madison, Wisconsin. Failure to comply may result in forfeiture pursuant to s. 601.64, Wis. Stat.

#### **Discounting Of Loss Reserves**

Wisconsin insurers shall not discount loss reserves except in those instances where discounting of reserves or tabular reserves are specifically prescribed or permitted by Wisconsin Statutes, the Wisconsin Administrative Code, or specifically authorized by the commissioner.

#### **Risk-Based Capital (RBC)**

Wisconsin-domiciled life, health, fraternal benefit societies, and property and casualty insurers (other than monoline Financial Guaranty and Mortgage Guaranty insurers) are required to file the RBC report with the NAIC unless exempted in writing by the commissioner. The reports are due at the NAIC annually by March 1. RBC instructions can be obtained from the NAIC, (816) 783-8300, prodserv@naic.org.

The annual statement five-year historical data section discloses RBC items. These items must be completed by Wisconsin-domiciled life, health, fraternal, and property and casualty insurers unless exempted in writing by the commissioner.

#### Credit For Reinsurance—Chapters Ins 52 And 55, Wis. Adm. Code

Chapter Ins 52, Wis. Adm. Code, applies to reinsurance ceded under agreements entered into, or renewed, on or after August 1, 1993. In addition, in order that credit may be taken for reinsurance, each reinsurance contract must constitute an undertaking by the reinsurer to indemnify the ceding insurer, **not only in form but in fact**, against loss or liability by reason of the original insurance. Any life reinsurance contract which meets one or more of the terms of s. Ins 55.02, Wis. Adm. Code, would not result in a valid exchange of risk, and the ceding company may not take credit for such reinsurance without the specific approval of this office. All insurers are reminded that any reinsurance not in the normal and usual course of business shall be reported to this office not less than 30 days in advance of the proposed effective date, pursuant to ss. 611.78 and 618.32, Wis. Stat., and is subject to disapproval.

If you have any questions, please contact ocifinancial@wisconsin.gov.



#### HEALTH COMPANIES COMPULSORY & SECURITY SURPLUS CALCULATION

Ref: Section Ins 51.80, Wis. Adm. Code, and s. 601.42, Wis. Stat.\*

OCI has updated the mechanism used by companies to make their Compulsory Surplus filings. The new mechanism **requires** utilization of the Financial Filing Portal. For those that currently do not have access to the Financial Filing Portal, please follow the instructions at <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> to obtain access.

Companies already registered do not have to register again. However, companies may want to register additional individuals to make these filings.

<sup>\*</sup> OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.



Ref: Section 601.31, Wis. Stat.\*

#### INSTRUCTIONS: Have officer sign and date form and return with annual statement via the <u>Financial Filing Portal</u> (preferred method) or to <u>OCIFinancial@Wisconsin.gov</u> by MARCH 1. Please refer to <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> for Financial Filing Portal instructions. Please refer to <u>oci.wi.gov/Pages/Companies/PremiumTax.aspx</u> for remittance of taxes and fees.

| Insurer Name      |   |                  | NAIC Group Number | NAIC Company Number |
|-------------------|---|------------------|-------------------|---------------------|
|                   |   |                  | 000               |                     |
| State of Domicile | Individual Responsible for Preparing Form | Telephone Number | E-mail            |                     |
|                   |   | ( )              |                   |                     |

#### For Year Ending December 31,\_\_\_\_\_

|    |  | (1)<br>Wisconsin Fees |
|----|--|-----------------------|
| 1. | Annual Statement Filing Fee                  | \$100.00              |
| 2. | Continuation of Certificate of Authority Fee | \$100.00              |
| 3. | Total Fees Payable                           | \$200.00              |

| Title of Officer | Name of Officer (Type or Print) |
|------------------|---------------------------------|
| Date             | Signature of Officer            |
|                  |                                 |
|                  |                                 |

| For Office Use Only                              |
|--|
| Initial As Vouchered:                            |
| Initial As Vouchered:<br>1. To Allocation Screen |
| 2. To Amount in Letter                           |
|  |

\* OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.



Ref: Section 601.42, Wis. Stat.\*

OCI has updated the mechanism used by companies to make their Financial and Operating Statistics filings. The new mechanism **requires** utilization of the Financial Filing Portal. For those that currently do not have access to the Financial Filing Portal, please follow the instructions at <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> to obtain access.

Companies already registered do not have to register again. However, companies may want to register additional individuals to make these filings.

<sup>\*</sup> OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.



#### **Domestic Insurers**

Ref: Sections 601.42 and 611.63 (4), Wis. Stat.\*

| Insurer Name | For Calendar Year Ending |
|--------------|--------------------------|
|              | December 31,             |

#### **INSTRUCTIONS:**

Each Wisconsin-domiciled insurer shall file a Report on Executive Compensation as a supplement to the insurer's annual statement, to be filed with the annual statement on or before March 1. The Report on Executive Compensation shall disclose the annual compensation of each director and all "C" level executives or their equivalent, for example, the Chief Executive Officer, Chief Financial Officer, Chief Information Officer, etc. In addition, report all members of executive management of the insurer whose compensation exceeds specified amounts. Add additional pages as necessary.

Insurers which are part of a group of insurers or other holding company system may file amounts paid to officers and executive management in Parts 1 and 3 either on a consolidated basis or by allocation to each insurer. The footnote to Part 1 should note which method is being employed.

Compensation reported shall consist of any and all gross direct and indirect remuneration paid or accrued during the report year for the benefit of an individual director, officer, or manager, and shall include wages, stock grants, gains from the exercise of stock options, and all other forms of personal compensation (including employer-paid health, life and any other premiums).

#### Part 1 Officer and Executive Management Compensation

Report on the compensation of all "C" level executives or their equivalent. In addition, report all other members of executive management based on the following schedule:

| Insurer's Current              | Report for any officer or executive management  |
|--------------------------------|---|
| Year-end Capital and Surplus*  | whose total annual compensation is in excess of |
| Less than \$200,000,000        | \$150,000                                       |
| \$200,000,000 to \$400,000,000 | \$300,000                                       |
| More than \$400,000,000        | \$400,000                                       |

\* If the report completed on a consolidated basis, use the capital and surplus of the largest insurer in the group.

| Name | Principal Position | Salary | Bonus | All Other<br>Compensation | Total |
|------|--------------------|--------|-------|---------------------------|-------|
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |

Is the reporting insurer a member of a group of insurers or other holding company system? Yes [] No [] If yes, does the above amounts represent 1) total gross compensation paid to each individual by or on behalf of all companies which are a part of the group? Yes []; or 2) an allocation to each insurer? Yes []

#### **Part 2 Directors Compensation**

Report on the compensation of each director or trustee. Amounts disclosed must include compensation paid and accrued for services on boards and committees as well as any other activity or service, such as consulting agreements.

| Name | Principal Position | Salary | Bonus | All Other<br>Compensation | Total |
|------|--------------------|--------|-------|---------------------------|-------|
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |
|      |                    |        |       |                           |       |

#### Part 3 Total Compensation

Report the total compensation paid for all directors as a group and the total compensation paid for all officers as a group.

|              | Salary | Bonus | All Other<br>Compensation | Total |
|--------------|--------|-------|---------------------------|-------|
| A. Officers  |        |       |                           |       |
| B. Directors |        |       |                           |       |

<sup>\*</sup> OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.



Ref: Chapter Ins 50, Wis. Adm. Code, and s. 601.42, Wis. Stat.\*

| Insurer Name | NAIC Group | NAIC Number |
|--------------|------------|-------------|
|              |            |             |

## Wisconsin-domiciled insurers complete and return this by June 1 <u>only</u> if your company gualifies for Exemption under this section.

I certify that to the best of my knowledge, information, and belief, the above-named insurer is exempt from the audited financial statement filing requirements of ch. Ins 50, Wis. Adm. Code, for the year ending December 31,\_\_\_\_\_, by virtue of having:

less than \$100,000 in direct premium written in Wisconsin during the year, AND;

fewer than 1,000 policyholders in Wisconsin at the end of the year, AND;

less than \$1,000,000 in direct premium written nationwide, AND;

less than \$1,000,000 of assumed reinsurance premiums nationwide.

To be signed and filed only if exempt from CPA audit per above.

| Title of Officer | Date | Signature of Officer |
|------------------|------|----------------------|
|                  |      |                      |
|                  |      |                      |

Per s. Ins 50.18, Wis. Adm. Code, the insurer may be exempt if it is determined that complying with the rule would constitute a financial or organizational hardship. Requests for exemption under this provision must be made in advance to the Commissioner in writing.

<sup>\*</sup> OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.



#### **CPA AUDIT CHECKLIST**

Ref: Chapter Ins 50, Wis. Adm. Code, and s. 601.42, Wis. Stat\*

| Insurer Name | NAIC Group | NAIC Number |
|--------------|------------|-------------|
|              |            |             |

**Wisconsin-domiciled insurers** should complete and return this with your CPA audit report by June 1 unless a CPA Audit Exemption Certification is filed.

Nondomestic insurers are not required to file this form if the insurer has made required filings with the domiciliary state.

#### For Year Ending December 31, \_\_\_\_\_

1. Name of Certified Public Accountant (CPA) firm performing the audit:

|    |  | Circle | One |
|----|--|--------|-----|
| a. | Did company have a change in CPAs this year? If NO, go to question 2. If YES, complete 1 be.   | YES    | NO  |
| b. | Have you notified the Commissioner of Insurance within 5 business days of the dismissal or resignation of the former CPA?  | YES    | NO  |
| C. | Have you submitted a letter, within 15 business days, stating whether in the 24 months preceding the change there were any disagreements with the former CPA as to accounting matters?   | YES    | NO  |
| d. | Have you submitted a letter from the former CPA stating whether they agree with the company's statement in the letter described in item 1 c.?  | YES    | NO  |
| e. | Have you submitted a letter from the new CPA pursuant to s. Ins 50.07 (3), Wis. Adm. Code, stating an understanding of the provisions of the insurance code and of the rules of the Commissioner relating to accounting and financial matters? | YES    | NO  |

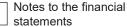
2. Name of accounting firm partner or other person responsible for rendering the audit report:

| Number of consecutive years (including the year most recently audited) this person has acted in this |  |
|--|--|
| capacity for this insurer:   |  |

3. Reconciliation between annual statement and audit report:

|                        | Annual Statement | Audit Report | Difference |
|------------------------|------------------|--------------|------------|
| a. Admitted Assets     |                  |              |            |
| b. Capital and Surplus |                  |              |            |
| c. Net Income          |                  |              |            |

If differences, these have been reconciled in (check one):



Consolidated worksheets prepared for question No. 5

| Other (attach |
|---------------|
| explanations) |

 Has the insurer and the accountant or accounting firm directly or indirectly entered into an indemnification agreement or hold-harmless agreement which covers the audit of the insurer? If YES, attach a copy.

YES NO

#### Insurer Name

|    |   | Circle | One |
|----|---|--------|-----|
| 5. | Were any of the insurer's presidents, chief executive officers, controller, chief financial officers, chief accounting officers, or board members employed by the accounting firm during the one-year period preceding this filing? | YES    | NO  |
| 6. | a. An internal control letter from the auditor is required to be filed with OCI within 60 days after due date of CPA audit report. Has the company filed an internal control letter with OCI?                                       | YES    | NO  |
|    | b. If NO, will an internal control letter from the auditor be filed with OCI by August 1?   | YES    | NO  |
|    | c. If any material weaknesses are noted in the internal control letter, a summary of remedial action taken<br>or proposed must be filed. Has the company filed a summary of remedial action taken or proposed<br>with OCI?          | YES    | NO  |
| 7. | Did the insurer have direct and assumed annual premiums of \$500 million or more?   | YES    | NO  |
|    | a. If YES, has the company filed a management report of internal control over financial reporting<br>pursuant to s. Ins 50.17, Wis. Adm. Code?  | YES    | NO  |
| 8. | Is the insurer a wholly owned subsidiary of a publicly traded SOX compliant entity? If YES, skip to question 10.  | YES    | NO  |
| 9. | a. Has the insurer elected to allow the ultimate controlling person to designate the audit committee?   | YES    | NO  |
|    | <ul> <li>b. If YES, has the company provided notice to the commissioner pursuant to s. Ins 50.15 (6), Wis. Adm.<br/>Code? (attach copy)</li> </ul>  | YES    | NO  |
|    | c. Does the proportion of independent audit committee members meet or exceed the criteria in the table below:   | YES    | NO  |

| Prior Calendar Year Di   | Prior Calendar Year Direct Written and Nonaffiliated Assumed Premiums |  |  |  |  |
|--------------------------|---|--|--|--|--|
| \$0 - \$300,000,000      | \$300,000,000 - \$500,000,000   | Over \$500,000,000   |  |  |  |
| No minimum requirements. | Majority (50% or more) of<br>members shall be independent.            | Supermajority of members<br>(75% or more) shall be<br>independent. |  |  |  |

| 10.   | <ul> <li>Have you enclosed an accountant's letter of qualifications, pursuant to s. Ins 50.13, Wis. Adm. Code,<br/>noting the accountant's understanding that the Commissioner of Insurance will be relying on the</li> </ul> |  |     |    |
|-------|---|--|-----|----|
|       |   | ormation and agreeing to make copies of work papers available? (attach copy)   | YES | NO |
| 11.   | Ha  | ave you submitted a consolidated CPA audit report? If YES, complete a., b., and c.   | YES | NO |
|       | a.  | Is the company part of a group of insurers which utilizes a pooling or 100% reinsurance agreement under which the insurer cedes all direct and assumed business?                                       | YES | NO |
|       | b.  | Have you attached a worksheet reconciling the consolidated balance sheet to annual statement of the insurers with a column for each insurer and explanations of consolidating and eliminating entries? | YES | NO |
|       | C.  | Have you obtained approval for consolidating from OCI? (attach copy)   | YES | NO |
| Title | of (  | Officer (Type or Print)  |     |    |

| Title of Officer | Name of Officer (Type or Print) |
|------------------|---------------------------------|
|                  |                                 |
|                  |                                 |
|                  |                                 |
| Date             | Signature of Officer            |
|                  | 5                               |
|                  |                                 |
|                  |                                 |

\* OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.



Each insurer shall file an Annual Diversity Survey, on or before June 1.

OCI has updated the mechanism used by companies to make their Annual Diversity Survey filing. The new mechanism **requires** utilization of the Financial Filing Portal. For those that currently do not have access to the Financial Filing Portal, please follow the instructions at <u>oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx</u> to obtain access.

Companies already registered do not have to register again. However, companies may want to register additional individuals to make these filings.

<sup>\*</sup> OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.

#### **CYBER SECURITY CERTIFICATION**



Ref: s. 601.952 Wis. Stat.\*

Each insurer shall file an annual Cyber Security Certification, on or before March 1.

This filing requires utilization of the Financial Filing Portal. For those that currently do not have access to the Financial Filing Portal, please follow the instructions at

https://oci.wi.gov/Pages/Companies/MakeFinancialFilings.aspx to obtain access.

Companies already registered do not have to register again. However, companies may want to register additional individuals to make these filings.

\* OCI may treat some or all of the information reported as public under ch. 19, Wis. Stat. If you believe your response contains proprietary confidential information, please identify the basis for your claim. A claim of confidentiality does not guarantee exemption from disclosure.

Pursuant to s. 601.72, Wis. Stats. Personal information you provide may be used for purposes other than that for which it was originally collected (s. 15.04(1)(m), Wis. Stats.)

19