



OFFICE OF INSURANCE EVALUATION

Temporary Guidance on Examining Insurance Companies

Affected by Coronavirus Disease 2019 (Referred to as COVID-19)

The Michigan Department of Insurance and Financial Services (DIFS) has issued temporary guidance ([Bulletin 2020-44-INS](#)) to insurers on making financial statement and other financial filings to DIFS, and on the requirement to hold annual policyholder meetings.

The Office of Insurance Evaluation will still be conducting examinations of insurance companies and other risk bearing entities. We will however be conducting the exams remotely. We appreciate companies' patience and cooperation in providing (securely) as much information as possible via remote means; critical examination functions which are impossible to complete offsite may be rescheduled for a later date in the year. We have discussed our remote examination processes with the companies currently under exam or scheduled to start within the next month or two where the remote exam may apply. If any companies find themselves in a position unable to facilitate such an examination, please contact Bob Lamberjack, Chief Examiner, at 517-284-8755 or lamberjackr@michigan.gov directly to discuss the situation.

DIFS is strongly encouraging all traditional insurers that want to apply for licensure or expansion of authority to use the electronic National Association of Insurance Commissioners (NAIC) Uniform Certificate of Authority Application process. This will allow DIFS to process the application while we are working remotely. Companies may continue to mail the application fee to DIFS. If you submit a hard copy application, the processing of the application may be delayed given access by staff will be limited. If you have any questions, please email Linda Martin, Application Coordinator, at martini@michigan.gov.

Any applications for captive insurers must be submitted electronically to Tina Knickerbocker at knickerbockert@michigan.gov and Dave Piner, Captive Manager, at pinerd@michigan.gov. Applicants may continue to mail the application fee to DIFS. If you have any questions, please email Dave Piner or call him at 517-284-8759.

Any applications for self-insurance certificate must be submitted electronically to Tina Knickerbocker at knickerbockert@michigan.gov and Dave Piner, Captive Manager, at pinerd@michigan.gov.

NOTE: During this period, DIFS is accepting financial filings with electronic signatures.

December 9, 2020 Update: DIFS and Treasury staff are working remotely. 2020 Certificates of Compliance and Certificates of Valuation can be obtained (domestic insurers) by emailing Kathy Lo at lok1@michigan.gov. The Certificates will be provided electronically, and they will not have a raised seal. Certificates of Deposit can be obtained (domestic insurers) by emailing TREAS-BOI-InsCollateral@michigan.gov. The Certificates will be provided electronically, and they will not have a raised seal. The payment for the Certificates can be sent to:

Physical Address
Office of Financial Services
Michigan Dept of Treasury
P.O. Box 30788
Lansing, MI 48909
Attn: Lissa Rutledge

Overnight Address
Office of Financial Services
Michigan Dept of Treasury
7285 Parsons Drive
Dimondale, MI 48821
Attn: Lissa Rutledge