

## MARKET BULLETIN

REF: Y4734

<b>Title</b>	Canadian Regulatory Reporting
<b>Purpose</b>	To set out the detailed timetable and procedures for the submission of the Quarter 3 2013 Canadian Reporting packs to the Canadian Regulators (OSFI)
<b>Type</b>	Scheduled
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<b>Date</b>	25 October 2013
<b>Deadline</b>	For immediate attention
<b>Related links</b>	None

**Please copy this letter to those within your organisation who are responsible for reviewing and completing the Canadian packs.**

1. Electronic preliminary Canadian reporting packs for the quarter ended 30 September 2013 will be available to your agency on the Overseas Reporting System (ORS) today. The appendices to this bulletin and detailed instructions on how to use the electronic system can be found in the packs by clicking on the 'Document Links' menu option.
2. Whilst the reporting packs have been prepared centrally, the ultimate responsibility for submission of correct data rests with the managing agent of each syndicate and, as such, you must satisfy yourself that you have reviewed the whole return. Packs should be locked by close of business **on 1 November 2013** as set out in the timetable at Appendix 1. This date is critical, as our Canadian office has to review the filing (the P&C-2) before it is submitted to our Canadian regulator (OSFI) and the deadline set by OSFI is very tight. A hard copy return is not required.
3. You are advised that the Margin Fund included within the packs reflects the basic margin of 15%. The additional margin is included on the S1, funded in the main LCTF, and the percentages for each year of account are set out in Appendix 4 to this bulletin which is available via "Document Links" in the packs.

Syndicates with Canadian earthquake exposures are potentially required to fund an Earthquake Reserve Required by OSFI (ERRO). Lloyd's has not yet determined whether there is an ERRO requirement as at Q3 2013. When a final decision on ERRO has been reached, the Market will be informed; this will be before 8 November. In the meantime, agents should complete their cash transfer forms as if the ERRO requirement is zero.

4. Lloyd's has already contacted a number of Syndicates in respect of the Alberta floods (Cat 13F). However, if a Syndicate has not been contacted by Lloyd's and they consider that they have a material loss (>C\$20m gross) in respect of this event, they should advise Lloyd's (Ben Thomas, Market Reserving & Capital, ([ben.thomas@lloyds.com](mailto:ben.thomas@lloyds.com))).
5. Data in the syndicate level P&C-2 packs is aggregated and forms Lloyd's regulatory return to the Canadian federal regulator OSFI. This return is a publicly available document which is reviewed and compared by provincial regulators to returns submitted by Lloyd's detailing provincial business. It is essential that these returns reconcile as Lloyd's may be subject to fines and penalties if regulators note discrepancies between the federal and provincial returns. Therefore managing agents must no longer use the ZZ province code when making underwriting adjustments to the syndicate packs. Items with the ZZ province code are allocated across all provinces; this is not consistent with provincial reporting where the data is compiled by individual province. Therefore, managing agents must ensure that adjustments made within the packs reflect the correct province code.
6. The assets on form S1 have been allocated using the same proportions as the 'assets required' on the S1 for the previous period, taking into account the year-end closures. This is because in the past it has been apparent to the Canadian regulator that many syndicates have not attempted to allocate assets reasonably, i.e. to those years of account where they have already advised the regulator that there are liabilities and that funding has been made. To mitigate any concerns the regulator may have, **you should ensure that the split by year of account is reasonable.**
7. Reinsurance recoveries are subject to audit sign-off on an annual basis only. However, if recoveries are reported for quarters 1 to 3, OSFI and the auditors may wish to review these when they look at the position for Quarter 4 2013.
8. Upon completion and finalisation of the pack you must lock it to enable Market Finance (MF) to incorporate the data into the global return. Once you have locked the pack, you will not be able to unlock it to make further amendments without contacting MF. Prior to locking the pack, a summary of your agency's contact details will appear on the screen, and the pack should not be locked unless these are correct.
9. Managing agents are reminded that it is their responsibility to ensure that the electronic packs they return to MF include all transactions for regulated Canadian business. This applies to transactions which have not been processed through XIS/XCS; you must ensure that adjustments are made to add in these items. Where the associated cash movements have not been transacted through the regulated bank account, please advise MF (Stella Farrar) separately by E-mail ([stella.farrar@lloyds.com](mailto:stella.farrar@lloyds.com)) at the same time as you submit your filing.
10. If any systems issues arise in the reporting period, a link will be provided in the electronic packs setting out the nature of the problems and their status.
11. If you have any queries on the contents of the packs, or on how to complete them, please contact me, on the above number, or Stella Farrar on extension 6734. Any questions on the reserves should be raised via E-mail with Ben Thomas ([ben.thomas@lloyds.com](mailto:ben.thomas@lloyds.com)) and Jerome Kirk ([jerome.kirk@lloyds.com](mailto:jerome.kirk@lloyds.com)).

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