DCRB
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INFORMATION BULLETIN

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To all members of the DCRB:

DCRB Introduces Open Certification for Member Carrier Information

Beginning October 1, the Delaware Compensation Rating Bureau (DCRB) will introduce **Open Certification**, a new annual process that gives Carrier Group Administrators (CGAs) a simple way to review, update and certify their organizations' information through Member Connect.

Open Certification builds on the launch of Member Connect and DCRB's ongoing efforts to make it easier for member carriers to manage their information. By confirming carrier details and designated contacts each year, CGAs can help ensure the right people within their organizations continue receiving important DCRB communications, resources and services.

A Simple Annual Check-In

During the Open Certification period, CGAs will use Member Connect to:

- **Review** their organizations' carrier and contact information.
- **Update** information that is no longer current.
- **Certify** that the information has been reviewed and is accurate.

CGAs may complete certification for all companies within their carrier group at once or work through them individually. Member Connect also allows users to download a carrier contact report for offline review before completing certification.

The 2026 Open Certification period begins **October 1**, with certification due **December 1**. The period closes **December 31**.

Keeping Members Connected

Accurate member information is essential to effective communication between DCRB and its member organizations. Open Certification establishes a consistent annual opportunity to review that information while giving CGAs greater visibility and control through Member Connect.

In advance of October 1, DCRB will provide additional resources to help CGAs prepare, including a Quick Start Guide, explainer video, and updated website content.

CGAs will receive additional information directly as Open Certification approaches.