



## Instructions For Completion of Form CM-921

Reports of Coverage for Policies of Insurance Under Title IV of the Federal Coal Mine Health and Safety Act of 1969, as Amended

Under the Regulation of the Federal Coal Mine Health and Safety Act of 1969, as amended, each carrier or State fund providing coverage to operators under the provisions of such Act is required (20 CFR 726.208 - 726.12) to report to the Office of Workers' Compensation Programs each policy and endorsement issued by it to an operator who carries on coal mining operations in a named State or States. The report must be made on Form CM-921 and filed with the Office of Workers' Compensation Programs at the time and manner specified. A sample report (Form CM-921) is included for reference. Each carrier should print its name on Form CM-921 in the place where indicated. The balance of the information on the report should be completed by underwriters at the time of issuance of a policy and the form then submitted to the U.S. Department of Labor, Office of Workers' Compensation Programs, Washington, DC, 20210.

Cancellation of a contract or policy of insurance issued under the authority of the said Act shall not become effective otherwise than as provided by the provisions under 33 U.S.C. 936(b) which requires that the carrier state fund must submit a notice to the Office of Workers' Compensation Programs and to the operator of the proposed cancellation 30 days before such cancellation is intended to be effective.

1. NAME OF EMPLOYER - The correct name of the coal mine operator must be written in full, as well as the trade name, if the business is conducted under a trade name; if partnership, the correct partnership name must be shown.

a. A separate card report for each operator covered shall be submitted. The name of only one operator shall appear on each report.

**EXAMPLE**

**All on one Card:**  
**WRONG**

Southern Coal Company; John Brown and James Black T/A Brown and Black Company; and Brown and Black Southern Coal Company.

**A Separate Card**  
**for Each:**

- (1) Southern Coal Company
- (2) John Brown and James Black T/A Brown and Black Company
- (3) Brown and Black Southern Coal Company

b. In no case shall the expression "et al" or similar abbreviations or indications of undisclosed operators be used. The correct name of the operator, whether individual, firm, or corporation, shall be shown.

- 2. ADDRESS - The coal mine operator's address must be shown.
- 3. POLICY NUMBER - Current insurance policy number.
- 4. COVERAGE DATES - The beginning and expiration dates of policies must be clearly indicated. They should be written plainly, such as "July 1, 1994 to July 1, 1995" or other proper dates, and uncertain abbreviations avoided. For example, "7/1/94 - 95," would be considered uncertain. Policies should cover a period of one year; if card indicates a shorter term, a satisfactory letter of explanation should accompany the card.
- 5. LOCATIONS OF INSURED OPERATIONS - List all States with coal mine operations insured under the terms of the policy.
- 6. INSURANCE CARRIER  
No contract or policy of insurance issued by a state fund under the Act shall be cancelled prior to the date specified in each contract or policy for its expiration until at least thirty days have elapsed after a notice of cancellation has been sent to the OWCP and to the operator in accordance with the provision of 33 USC 936(b).
- 7. ADDRESS
- 8. TELEPHONE
- 9. SIGNATURE
  - a. Notification of cancellation or reinstatement of a policy must be sent to the OWCP in letter form. Cancellations by card form will not be accepted, and will be returned to the carrier.

b. When a rewrite of a policy is made, the card report of the new insurance coverage should bear the statement, "rewrite of Policy Number \_\_\_\_\_." This information should be provided in the policy number box, in addition to the new policy number. This will prevent misunderstandings and avoid time-consuming correspondence to the carrier for explanations of existence of two or more policies.

**COLOR AND SIZE OF CARD** - Each carrier has the responsibility for having Form CM-921 available for use by its own underwriting staff. Such forms must be printed (at the carrier's own expense) upon a standard 80 digit IBM card composed of blue cardboard and following the approved OWCP format. (See sample).

<b>Notice of Issuance of Insurance Policy</b>			
1. Mine operator			
2. Address (include Street, City, County, State, ZIP Code)			
3. Policy Number		4. Policy Dates	
		a. Beginning	b. Ending
Report is made of this issue of approved form of policy and endorsement under the Black Lung Benefits Act. This report is authorized by law. (30 U.S.C. 901 01 Sec.) <b>Response is required by 20 C.F.R. 726.208 is used to identify the insurance carrier.</b>			
5. Coverage is provided for operations in the following states:			
6. Insurance Carrier		<b>(DO NOT WRITE IN THIS SPACE)</b> OWCP No. Cancel Date:	
7. Address			
8. Telephone Number			
9. Authorized Signature for Carrier _____			
Completed card should be forwarded to the U.S. Department of Labor, Office of Workers' Compensation Programs, Division of Coal Mine Workers' Compensation, Washington. D.C. 20210.			
<b>(COMPLETE REVERSE SIDE)</b>			Form CM-921

Indicate below the name and location of the insured mine(s).

<u>NAME OF MINE</u>	<u>NAME LOCATION</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Public Burden Statement

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Division of Coal Mine Workers' Compensation, Room C3520, 200 Constitution Avenue, N.W., Washington, D.C. 20210. **NOTE: Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. DO NOT SEND THE COMPLETED FORM TO THIS OFFICE.**