



**Pennsylvania Compensation Rating Bureau**

United Plaza Building • Suite 1500  
30 South 17th Street • Philadelphia, PA 19103-4007  
(215)568-2371 • FAX (215)564-4328 • www.pcrb.com

**Effective 7/1/12  
Contact information  
for CGAs has been  
revised. See below.**

November 30, 2010

**BUREAU CIRCULAR NO. 1581**

To All Members of the Bureau:

Re: **UPDATES TO CARRIER GROUP ADMINISTRATOR PROGRAM**

Bureau Circular No. 1472, dated January 19, 2004, outlined the procedures related to establishing and designating a “Carrier Group Administrator” for our member carriers to access their own data from the PCRB’s databases and to transact business with the PCRB online.

Since Bureau Circular No. 1472’s original publication, the PCRB has changed our mailing address and our Help Desk contact information.

Effective immediately all questions regarding the Carrier Group Administrator Program should be directed to:

Courtney Campbell  
Help Desk/Data Management  
(215) 320-4921  
[ccampbell@pcrb.com](mailto:ccampbell@pcrb.com)

**Contact Effective 7/1/12**  
Central Support  
(215) 320-4933  
[centralsupport@pcrb.com](mailto:centralsupport@pcrb.com)

All Carrier Group Administrator Program documents should be sent to:

PCRB  
Carrier Group Administrator Program  
United Plaza Building – Suite 1500  
30 South 17th Street  
Philadelphia, PA 19103-4007

The PCRB’s Help Desk remains an important resource for providing the PCRB website’s users additional information and assistance in resolving Carrier Group Administrator and/or other website-related issues.

Timothy L. Wisecarver  
President

TLW/kg

***Remember to visit our website at [www.pcrb.com](http://www.pcrb.com) for more information about this and other topics.***