

**TITLE 365. INSURANCE DEPARTMENT  
CHAPTER 1. ADMINISTRATIVE OPERATIONS  
SUBCHAPTER 1. GENERAL PROVISIONS**

**365:1-1-2. Oklahoma Insurance-Department**

The Oklahoma Insurance Department is composed of the Insurance Commissioner and such employees as are required and provided for by law. The Insurance Commissioner exercises executive and administrative supervision over the Oklahoma Insurance Department. The Oklahoma Insurance Department is divided and organized into divisions as established by law or by the Insurance Commissioner to achieve the mission of the Oklahoma Insurance Department. Information regarding the organization of the Oklahoma Insurance Department and its divisions and services to the State is available on the Department's website.

**365:1-1-3. Duties of Insurance Commissioner**

The Insurance Commissioner, as chief officer of the Insurance Department, is charged with the duty of administering and enforcing all provisions of the Oklahoma Insurance Code (Title 36, Oklahoma Statutes), the Oklahoma Bail Bond Code (59 O.S. §§1301 et seq.), the Certified Real Estate Appraisers Act (59 O.S. §§858-700 et seq.), the Pharmacy Benefit Plans (59 O.S., §§ 357-360 et seq.), and the Service Warranty Act (15 O.S. §§ 141.2-150 et seq.).

**365:1-1-4. Requests for information**

- (a) The public may obtain information relating to insurance and regulation thereof by completing and submitting the Oklahoma Insurance Department Open Records Request form to [oidopenrecords@oid.ok.gov](mailto:oidopenrecords@oid.ok.gov), by fax to (405) 522-0125, or by mail to the Insurance Commissioner, 400 N.E. 50<sup>th</sup> Street, Oklahoma City, Oklahoma 73105. Physical copies of the form are available at the Insurance Department at the address provided above.
- (b) Where the request is for materials of which copies are not available and photocopying or reproduction by other means is required, such service will be provided upon payment of the costs involved.
- (c) Requests submitted to the agency will not be deemed to have been received unless and until the request has been properly submitted in accordance with these rules.
- (d) A request shall be deemed abandoned if the requester fails to pay any fees lawfully assessed within thirty (30) days of notice by the Insurance Department of the fee amount or if requester fails to respond within thirty (30) days to any request by the Department for additional information the Department has determined is reasonably necessary to identify the records sought or to accurately process the request.