

State of Alaska Frank H. Murkowski Governor	Alaska Workers' Compensation Board PO Box 25512 Juneau, Alaska 99802-5512		
Department of Labor And Workforce Development	BULLETIN	Number 05-05	Date January 15, 2005
Greg O'Claray Commissioner	Subject:	Adoption of Revised Mailing of Notice Activity, 8 AAC 45.060(a)	

As a courtesy to the parties in workers' compensation claims, the Division has in the past mailed hearing notices, decisions and orders, and compromise and release agreements to the employer, the adjuster, and the employee in addition to counsel, if any.

The Division's service requirements are set out in 8 AAC 45.060(a):

The Board will serve a copy of the claim by certified mail return receipt requested, upon each party or the party's representative of record.

Under 8 AAC 45.060(a)(5), the term "claim" includes any matter over which the Board has jurisdiction. When the Division receives a claim, it is obligated to serve a copy of the claim by certified mail, return receipt requested, upon the employer or other person. See 8 AAC 45.050(b)(4).

Accordingly, the Division is not required to serve hearing notices, decisions and orders, claims, and compromise and release agreements to parties **if they are represented by counsel or other representatives of record**, and service is provided to that representative of record.

Accordingly, as of May 1, 2005, the Division will discontinue the present activity of serving both parties and representatives of record, and in the future will only serve representatives of record.