

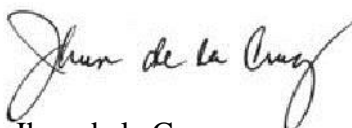


FEMA

W-17009

March 30, 2017

MEMORANDUM FOR: Write Your Own (WYO) Principal Coordinators and the
National Flood Insurance Program (NFIP) Servicing Agent

FROM: 
Jhun de la Cruz
Branch Chief, Underwriting
Federal Insurance and Mitigation Administration

SUBJECT: Addendum 2 to the October 1, 2016 Program Changes

The purpose of this memorandum is to provide updates to the Transaction Record Reporting and Processing (TRRP) Plan and Edit Specifications for the changes effective October 1, 2016.

Attachment A of this memorandum provides clarifications and revisions to the TRRP Plan and Edit Specifications for the October 2016 Changes. Those items to be addressed are:

1. Revisions to the Edit Specifications for error code PL385010 — Non-Profit Entity Indicator.

As part of the October 2016 Program Changes (Bulletin W-16032), the error code for data element 'Non-Profit Entity Indicator' was changed to PL385010. Unfortunately, it was found that data number '385' was associated with data element 'Newly Mapped Multiplier'. Error codes for the Newly Mapped Multiplier are PU385010, PL385020, PL385030, and PL385040.

After further research, FEMA decided to assign data number '388' to the Non-Profit Entity Indicator data element. Thus, error code PL385010 for 'Non-Profit Entity Indicator' was replaced with new error code PL388010, effective October 1, 2016. The edit criteria previously defined for PL385010 will remain the same for PL388010.

Any PL385010 errors currently assigned to policies on the LSS Policy database have been converted to PL388010 with an error date of 10/31/2016 and forward.

2. Revisions to the Edit Specifications for error code PL029040 — Deductible – Building.

A change to the Edit criteria corrects item 6 to now reference (CODE 'A' - \$10,000) instead of Code 'F'. Policies with error code PL029040 will be re-edited in a future data cycle.

3. Revisions to the TRRP and Edit Specifications for data element Policy Assignment Type.

- The Edit Specifications were revised for PL316010 – Policy Assignment Type. The edit has now been cancelled effective 10/1/2013.
- Specific TRRP criteria were revised for data element Policy Assignment Type, which was related to the cancellation of edit PL316010.
- Policies with error code PL316010 will be re-edited in a future data cycle for error removal.

For any questions, please contact your NFIP Legacy Systems Services Business Analyst at Business-Analysts@nfipstat.fema.gov.

Attachment

cc: Vendors, IBHS, FIPNC, Government Technical Representative

Required Routing: Accounting, Claims, Data Processing, Underwriting, Marketing

Summary of the October 2016 TRRP Plan updates (Change 26.2)

<p>Part 4 – Data Dictionary</p>	<ul style="list-style-type: none">• Policy Assignment Type – <p>Revised criteria in the Reporting Requirement and Note sections. A specific edit (in the Edit Specifications) related to this data element was cancelled and the information previously stated in the Reporting Requirement and Note sections was removed. The information removed was related to the cancelled edit.</p>
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NATIONAL FLOOD INSURANCE PROGRAM

TRANSACTION RECORD REPORTING AND PROCESSING (TRRP) PLAN
for the
WRITE YOUR OWN (WYO) PROGRAM

Revision 1	January 1, 1992
Revision 2	March 1, 1995
Revision 3	October 1, 1997
Revision 4	October 1, 2001
Changes 1 & 2	May 1, 2002
Change 3	October 1, 2002
Change 4	May 1, 2003
Change 5	October 1, 2003
Change 6	May 1, 2004
Change 6.1	February 1, 2005
Changes 7 & 7 (Revised)	May 1, 2005
Changes 8 & 8.1	October 1, 2005
Change 9	May 1, 2006
Changes 10, 11 & 12	May 1, 2008
Changes 13, 13.1 & 13.2	October 1, 2009
Change 14	January 1, 2011
Change 15	October 1, 2011
Change 16	May 1, 2012
Change 17	October 1, 2012
Change 18	January 1, 2013
Change 19, 19.1, 19.2 & 19.3	October 1, 2013
Change 20	June 1, 2014
Change 21	October 1, 2014
Change 22	January 1, 2015
Change 23, 23.1, 23.2, 23.3	April 1, 2015
Change 24, 24.1	November 1, 2015
Change 25	April 1, 2016
Change 26, 26.1, 26.2	October 1, 2016
Change 27	April 1, 2017

DATA ELEMENT: Policy Assignment Type

ALIAS: None

ACRONYM: (PMF) POL-ASSIGN-TYP

FILE: Policy Master (PMF)

DESCRIPTION:

Indicates a change in the named insured associated with a transfer of ownership. This field also distinguishes whether the transfer of ownership resulted from a property purchase, or through a gift, inheritance or other legal conveyance.

EDIT CRITERIA: Alpha, Acceptable Values:

N - No assignment
P - Assignment due to new purchase
O - Other assignment

LENGTH: 1

DEPENDENCIES: Information is obtained from the policy endorsement.

SYSTEM FUNCTION: Compliance per the Biggert-Waters Flood Insurance Reform Act of 2012.

REPORTING REQUIREMENT: Required.

NOTE:

- If Policy Assignment Type is 'P', the Property Purchase Date must be reported.

Summary of the October 2016 Edit Specifications updates (Change 20.2):

Part 2 – Edits Dictionary	<p>PL029040: Deductible - Building (revised)</p> <p>Revised item 6 to now reference (CODE 'A' - \$10,000) instead of Code 'F'.</p> <p>PL388010: Non-Profit Entity Indicator (revised)</p> <p>Error code was changed from PL385010 -to- PL388010.</p> <p>PL316010: Policy Assignment Type (cancelled)</p> <p>Error code has been cancelled as of 10/01/2013.</p>
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EDITS DICTIONARY

INSTRUCTIONS

NATIONAL FLOOD INSURANCE PROGRAM

EDIT SPECIFICATIONS

FOR THE WRITE-YOUR-OWN PROGRAM

REVISION 8	MAY 1, 2004
CHANGE 1	MAY 1, 2005
CHANGE 2	OCTOBER 1, 2005
CHANGE 3	MAY 1, 2006
CHANGE 4	MAY 1, 2008
CHANGE 5 (REVISED)	MAY 1, 2008
CHANGE 6, 6.1.....	OCTOBER 1, 2009
CHANGE 7	MAY 1, 2010
CHANGE 8	JANUARY 1, 2011
CHANGE 9	OCTOBER 1, 2011
CHANGE 10	MAY 1, 2012
CHANGE 11	OCTOBER 1, 2012
CHANGE 12	JANUARY 1, 2013
CHANGE 13, 13.1, 13.2, 13.3.....	OCTOBER 1, 2013
CHANGE 14, 14.1.....	JUNE 1, 2014
CHANGE 15, 15.1	OCTOBER 1, 2014
CHANGE 16	JANUARY 1, 2015
CHANGE 17, 17.1, 17.2, 17.3	APRIL 1, 2015
CHANGE 18, 18.1	NOVEMBER 1, 2015
CHANGE 19	APRIL 1, 2016
CHANGE 20, 20.1, 20.2.....	OCTOBER 1, 2016

EDITS DICTIONARY

DATA ELEMENT: DEDUCTIBLE - BUILDING

EDIT CRITERIA

ORDER: 40

EFFECTIVE: 10/01/1984 REVISED: 10/01/2016 CANCELLED:

EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL029040 ERROR TYPE: CRITICAL

ERROR MESSAGE: DEDUCTIBLE - BUILDING IS NOT VALID.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE ENDORSEMENT EFFECTIVE DATE IS BEFORE APRIL 1, 1984:

A. IF THE POLICY IS V-ZONES 1981 POST-FIRM CONSTRUCTION (THE POST FIRM CONSTRUCTION INDICATOR IS 'Y', THE FLOOD RISK ZONE IS 'V ', 'VE', 'V01' - 'V30', AND THE ORIGINAL CONSTRUCTION DATE IS ON OR LATER THAN OCTOBER 1, 1981), MUST BE '0' OR '3'.

B. FOR ALL OTHER FLOOD RISK ZONES:

IF TOTAL AMOUNT OF INSURANCE - BUILDING IS GREATER THAN ZERO, MUST BE '0'.

IF THE POLICY EFFECTIVE DATE IS PRIOR TO 10/01/1992 OR THE POLICY EFFECTIVE DATE IS ON OR AFTER 05/01/1998, CANNOT BE '9'.

IF THE POST-FIRM INDICATOR IS 'Y', CANNOT BE '9'.

IF THE RISK RATING METHOD IS '9' OR '2', CANNOT BE '9'.

IF POST-FIRM INDICATOR IS 'N' (PRE-FIRM) AND FLOOD RISK ZONE IS B, C, D, X, AOB, AHB, OR A99, CANNOT BE '9'.

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 04/01/2015:

IF THE RISK RATING METHOD IS '7', '9', 'P', 'Q', OR 'R' AND THE TOTAL AMOUNT OF INSURANCE - BUILDING IS MORE THAN \$100,000, THEN THE DEDUCTIBLE - BUILDING MUST BE \$1250 FOR BOTH BUILDING AND CONTENTS.

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 5/1/2003:

1. FOR OTHER NON-RESIDENTIAL BUILDING POLICIES:
IF OCCUPANCY TYPE = '4' AND THE POLICY EFFECTIVE DATE IS PRIOR TO 4/1/2015, DEDUCTIBLE-BUILDING MUST BE 1, 2, 3, 4, 5, A, B, C, D, E, F OR G.

IF OCCUPANCY TYPE = '4' AND THE POLICY EFFECTIVE DATE IS ON OR AFTER 4/1/2015, DEDUCTIBLE-BUILDING MUST BE 1, 2, 3, 4, 5, B, C, D, E, F OR G.

EDITS DICTIONARY

DATA ELEMENT: DEDUCTIBLE - BUILDING (CONT'D.)

2. FOR RCBAP POLICIES:
IF CONDOMINIUM INDICATOR IS 'H' OR 'L',
DEDUCTIBLE-BUILDING MUST BE 1, 2, 3, 4, 5, A, OR D.
3. FOR ALL OTHER POLICIES:
DEDUCTIBLE-BUILDING MUST BE 1, 2, 3, 4, OR 5.
4. OTHER RESIDENTIAL POLICIES, EFFECTIVE ON OR AFTER
MAY 1, 2003 AND PRIOR TO MAY 1, 2004, WILL BE
ALLOWED DEDUCTIBLE OPTIONS A, B, C, D, AND E.

EFFECTIVE MAY 1, 2004, OTHER RESIDENTIAL POLICIES WILL NOT BE
ALLOWED TO USE THE NEW DEDUCTIBLE OPTIONS

DEDUCTIBLE OPTIONS

A = \$ 10,000
B = \$ 15,000
C = \$ 20,000
D = \$ 25,000
E = \$ 50,000

5. FOR NON-RESIDENTIAL BUSINESS BUILDING POLICIES:
IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 11/1/2015
AND THE OCCUPANCY TYPE = '6', DEDUCTIBLE-BUILDING
MUST BE 1, 2, 3, 4, 5, B, C, D, E, F OR G.
6. FOR ALL RESIDENTIAL OCCUPANCIES THAT ARE NOT CONDOMINIUM TYPE 'A', 'H', OR
'L':

IF POLICY EFFECTIVE DATE IS ON OR AFTER 4/1/2015,
DEDUCTIBLE-BUILDING CAN BE REPORTED AS (CODE 'A' - \$10,000).
7. FOR ALL POLICIES:
IF POLICY EFFECTIVE DATE IS ON OR AFTER 5/1/2003 AND
PRIOR TO 10/1/2009, DEDUCTIBLE-BUILDING CAN BE
REPORTED AS (CODE 0).

IF POLICY EFFECTIVE DATE IS ON OR AFTER 10/1/2009,
DEDUCTIBLE-BUILDING CANNOT BE REPORTED AS (CODE 0).

EDITS DICTIONARY

DATA ELEMENT: NON-PROFIT ENTITY INDICATOR

BASIC INFORMATION

FILE: POLICY STATUS: REQUIRED ALIAS:
FIELD NAME: NON-PROF-ENT
UPDATE: REPLACEMENT
FORMAT: ONE (1) CHARACTER

EDIT CRITERIA

ORDER: 10
EFFECTIVE: 11/01/2015 REVISED: 10/01/2016 CANCELLED:
EDIT LEVEL: EDIT PROCESSER PROGRAM EDIT TYPE: RELATIONAL
ERROR CODE: PL388010 ERROR TYPE: CRITICAL
ERROR MESSAGE: NON-PROFIT ENTITY INDICATOR IS NOT VALID.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

POLICIES EFFECTIVE PRIOR TO 11/1/15 MUST REPORT 'N', 'Y' OR BLANK.

POLICIES WITH RISK RATING METHOD '6' (PROVISIONAL), '8' (TENTATIVE),
'9' (MPPP), 'F' (LEASED FEDERAL) OR 'G' (GFIP), BLANKS CAN BE REPORTED
REGARDLESS OF THE POLICY EFFECTIVE DATE.

OTHERWISE,
POLICIES EFFECTIVE ON OR AFTER 11/01/2015 MUST REPORT 'N' OR 'Y'
REGARDLESS OF THE ORIGINAL NEW BUSINESS DATE.

EDITS DICTIONARY

DATA ELEMENT: POLICY ASSIGNMENT TYPE

BASIC INFORMATION

FILE: POLICY STATUS: REQUIRED ALIAS:
FIELD NAME: POL-ASSIGN-TYP
UPDATE: REPLACEMENT
FORMAT: ONE (1) CHARACTER

EDIT CRITERIA

ORDER: 10
EFFECTIVE: 10/01/2013 REVISED: CANCELLED: 10/01/2013
EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: RELATIONAL
ERROR CODE: PL316010 ERROR TYPE: CRITICAL
ERROR MESSAGE: POLICY ASSIGNMENT TYPE IS NOT A VALID VALUE.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

POLICIES WITH ENDORSEMENT EFFECTIVE DATES PRIOR TO OCTOBER 1, 2013,
'N' OR BLANK CAN BE REPORTED.

POLICIES WITH RISK RATING METHODS '9' (MPPP) OR 'G' (GFIP),
'N' OR BLANK CAN BE REPORTED.

POLICIES WITH PROPERTY PURCHASE DATE PRIOR TO 7/6/2012,
'N' OR BLANK CAN BE REPORTED.

OTHERWISE,
IF THE PROPERTY PURCHASE DATE IS ON OR AFTER 7/6/2012,
POLICY ASSIGNMENT TYPE MUST BE 'P'.