




FEMA

W-08023

April 22, 2008

MEMORANDUM FOR: Write Your Own (WYO) Principal Coordinators and
NFIP Servicing Agent

FROM: Dennis L. Kuhns 
Director
Risk Insurance Division

SUBJECT: May 2008 TRRP Plan Updates (Change 12) and
Edit Specifications Updates (Change 5)

The purpose of this memorandum is to provide notification of further changes and clarifications to the NFIP Transaction Record Reporting and Processing (TRRP) Plan and the WYO Edit Specifications, effective May 1, 2008, as described below:

- Explained criteria governing eligibility/ineligibility of policies effective on or after May 1, 2008, for the Community Rating System (CRS) Classification Credit Percentage.
- Decreased the field length for new data element 'Case File Number for Disaster Assistance' from 15 characters to 9 characters (alphanumeric) and relocated the data element on the TRRP record.
- Renamed data element 'Basement/Enclosure Type' to 'Basement/Enclosure/Crawlspace Type'.
- Effective May 1, 2008, condominium indicator 'A' is now allowed for Preferred Risk Policies only if the condominium association is ineligible for the RCBAP.
- Created two new Obstruction Types: '70' (With Certification subgrade crawlspace) and '80' (Without Certification subgrade crawlspace). Buildings with subgrade crawlspaces are eligible for the community's CRS discount provided that they have a letter from a community official certifying that the subgrade crawlspace is built in compliance with the NFIP requirements for crawlspace construction, as outlined in FEMA Technical Bulletin 11-01, *Crawlspace Construction for Buildings Located in Special Flood Hazard Areas*, available online at <http://www.fema.gov/pdf/fima/tb1101.pdf>.

- New Risk Rating Method 'S' (FEMA Special Rates) can be reported on policies effective on or after May 1, 2008.

Because of the late date relative to the May 1, 2008, changes and clarifications, the WYO companies are not expected to complete these reporting modifications by May 1, 2008. The modifications are, however, to be completed when submitting the July 2008 data.

Upon implementation of the May 1, 2008, changes, all impacted policies should be corrected to reflect the updated Edit Specifications. Please ensure that new and renewal business for elevation-rated buildings with subgrade crawlspaces, rated without the application of the CRS discount, are endorsed effective the beginning of the policy term (for policies effective on or after May 1, 2008) to include the CRS discount when the community's certification of compliance for the subgrade crawlspace is received.

If these changes generate transaction errors before WYO companies can make the necessary programming changes, the NFIP Bureau and Statistical Agent staff will work with the companies to make sure that errors related to this change will not be included in determining the number of errors that are over tolerance.

The additional TRRP Plan and Edit Specifications changes should replace or be included with those May 2008 changes previously identified in WYO Clearinghouse Bulletins W-07065 (November 8, 2007) and W-08005 (February 4, 2008).

Please see the attached TRRP Plan (Change 12) and Edit Specifications (Change 5) summaries for detailed information about the May 1 changes. You may access the change pages using the links below:

TRRP Plan Change 12 – http://bsa.nfipstat.com/manuals/trrp_change_12.pdf

Edit Specifications Change 5 – http://bsa.nfipstat.com/manuals/editspec_200805b.pdf

If you have any questions, please contact your WYO Business Analyst.

Attachments

cc: Vendors, IBHS, FIPNC, Government Technical Representative

Suggested Routing: Data Processing, Underwriting, Marketing

A summary of the May 2008 TRRP Plan updates (Change 12) is as follows:

Part 1	<ul style="list-style-type: none"> Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”. Renamed references of “Construction Type” to “Obstruction Type”. Added two new Obstruction Type descriptions: With Certification subgrade crawlspace; Without Certification subgrade crawlspace.
Part 3	<ul style="list-style-type: none"> Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”.
Part 4	<p>Data Dictionary –</p> <ul style="list-style-type: none"> Basement/Enclosure/Crawlspace Type: Renamed from “Basement/Enclosure Type”. Added text to Description regarding crawlspace. Case File Number for Disaster Assistance: Added notation on how to report the number. The field length was changed from 15 to 9 characters. Condominium Indicator: Added value “A” for Preferred Risk Policies. CRS Classification Credit Percentage: Revised notation to reference specific policies that will/will not be eligible for CRS credits, along with new CRS Reporting Requirements Matrices. Obstruction Type: Renamed from “Construction Type”. Added text to Description regarding subgrade crawlspaces, along with two new Obstruction Types “70” and “80”. Risk Rating Method: Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”.
Part 5	<ul style="list-style-type: none"> Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”. Added two new descriptions to Obstruction Type: With Certification subgrade crawlspace (“70”); Without Certification subgrade crawlspace (“80”).
Part 6	<ul style="list-style-type: none"> Relocated data element “Case File Number for Disaster Assistance” on record layouts. The field length for “Reserved for NFIP Use” was changed on record layouts Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”.
Part 7	<ul style="list-style-type: none"> Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”. The field length for “Case File Number for Disaster Assistance” was changed from 15 to 9 characters
Appendix A	<ul style="list-style-type: none"> Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”.
Appendix C	<ul style="list-style-type: none"> Renamed references of “Basement/Enclosure Type” to “Basement/Enclosure/Crawlspace Type”. The field length for “Case File Number for Disaster Assistance” was changed from 15 to 9 characters. Relocated data element “Case File Number for Disaster Assistance” on record layouts. The field length for “Reserved for NFIP Use” was changed on record layouts.

A summary of the May 2008 Edit Specifications updates (Change 5) is as follows:

Part 1 (1.1, 1.2, 1.3)	Instructions Section – full reprint
Part 2	<p>Edits Dictionary Section</p> <p>PU024010: Basement/Enclosure/Crawlspace Type (revised)</p> <p>PI024020: Basement/Enclosure/Crawlspace Type (revised)</p> <p>PL024030: Basement/Enclosure/Crawlspace Type (revised)</p> <p>PL187010: Case File Number for Disaster Assistance (revised)</p> <p>PI026020: Condominium Indicator (revised)</p> <p>PL026030: Condominium Indicator (revised)</p> <p>PL139030: CRS Classification Credit Percentage (revised)</p> <p>PL139040: CRS Classification Credit Percentage (revised)</p> <p>PR009035: Endorsement Effective Date (cancelled)</p> <p>PL120025: Endorsement Premium Amount (revised)</p> <p>PL033030: Location of Contents Code (revised)</p> <p>PL023030: Number of Floors / Building Type (revised)</p> <p>PL023040: Number of Floors / Building Type (revised)</p> <p>PL032030: Obstruction Type (revised)</p> <p>PL032040: Obstruction Type (revised)</p> <p>PL041040: Risk Rating Method (revised)</p> <p>PL041050: Risk Rating Method (revised)</p> <p>PL041060: Risk Rating Method (revised)</p> <p>PL041070: Risk Rating Method (revised)</p> <p>PL041080: Risk Rating Method (revised)</p> <p>PL038070: Total Amount of Insurance - Building (revised)</p> <p>PL039050: Total Amount of Insurance - Contents (revised)</p> <p>PL040035: Total Calculated Premium (revised)</p>
Part 3 (3.1, 3.2)	Levels Section – full reprint
Part 4	Error Messages by Error Codes Section – full reprint
Part 5	Data Elements by Error Codes Section – full reprint