



FEMA

W-12063

September 10, 2012

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

FROM:

Jhun de la Cruz
Jhun de la Cruz
Branch Chief, Underwriting
Risk Insurance Division

SUBJECT:

January 2013 TRRP Plan Revisions (Change 18) and
Edit Specifications (Change 12)

The purpose of this memorandum is to provide notification of changes to the NFIP Transaction Record Reporting and Processing (TRRP) Plan and the Edit Specifications, effective January 1, 2013. The changes are a result of the Extension of the Preferred Risk Policy Eligibility (refer to NFIP Bulletin W-12054) and updates to the Principal (Primary) Residence indicator.

Please see the attached TRRP Plan and Edit Specifications updates for more details of the latest changes.

If you have any questions, please contact Joe Cecil of my staff at Joseph.Cecil@fema.dhs.gov.

Attachments

cc: Vendors, IBHS, FIPNC, Government Technical Representative

Suggested Routing: Data Processing, Marketing, Underwriting

A summary of the January 2013 TRRP Plan updates (Change 18) is as follows:

Part 1 – Instructions	<ul style="list-style-type: none">• Renamed ‘Principal Residence’ to ‘Principal/Primary Residence’ under General Information – J. Classification – 5. Special Building Status Type.
Part 3 – Reporting Requirements	<ul style="list-style-type: none">• Renamed data element ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’.
Part 4 – Data Dictionary	<ul style="list-style-type: none">• Principal/Primary Residence Indicator: Renamed references of ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’. Added notation regarding amendment HR5740 Section 2.• Replacement Cost Indicator: Renamed references of ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’.• Risk Rating Method: Added text regarding policies under the PRP Eligibility Extension, effective January 1, 2013. Also revised Edit Criteria for values ‘7’, ‘P’, and ‘Q’.
Part 5 – Codes	<ul style="list-style-type: none">• Renamed references of ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’. Revised text for codes ‘P’ and ‘Q’ under category Risk Rating Method.
Part 6 – Record Layouts	<ul style="list-style-type: none">• Renamed references of ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’.
Part 7 – Data Element Formats	<ul style="list-style-type: none">• Renamed references of ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’.
Appendix C – Error Reporting	<ul style="list-style-type: none">• Renamed references of ‘Principal Residence Indicator’ to ‘Principal/Primary Residence Indicator’ in the Policy and Claim Error Record layouts.

NATIONAL FLOOD INSURANCE PROGRAM

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

Revision 1January 1, 1992
Revision 2March 1, 1995
Revision 3October 1, 1997
Revision 4October 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



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D. Expense Constant

The Expense Constant in effect as of the effective date of the policy term is to be included in the written premium on a per policy basis. **Effective May 1, 2003, the Expense Constant will be zero dollars.**

E. Amounts of Insurance

Total amounts of insurance must be reported for each of the three coverages separately (building, contents, and ICC). The basic limits and additional limits for building and contents, and the ICC coverage limit, will be determined and recorded separately by the NFIP/WYO System.

F. Policy Term

WYO companies may offer a 1-year policy term. The policy term is to be recorded on a per-policy basis according to the policy effective date. No mid-term endorsement of the policy can change the policy term.

G. Catastrophe Losses

Under the NFIP, there are at present two catastrophe designations. These are:

1. FICO designation
2. FEMA Disaster Declaration

Each loss shall be identified by the proper catastrophe designation, when applicable, in addition to other recording requirements. WYO companies will report only the FICO designation that is provided to them.

H. Deductible Amount

Each policy must be identified by the appropriate deductible amount applicable to the insurance policy.

I. Geographical Division: Community Number, Flood Risk Zone

The appropriate coding shall be recorded on all policy transactions. Information regarding a community's status in the NFIP and valid flood risk zones is provided to WYO companies.

J. Classification

The appropriate classification data shall be recorded on all policy transactions. The classification data are to be reported unless the data element is

designated as optional (N) or is not listed in Part 3, Section A, of this Plan. The classification criteria under the NFIP are:

1. Building Occupancy
 - a. Single family
 - b. 2-4 family
 - c. Other residential
 - d. Nonresidential
2. Building Type
 - a. One floor
 - b. Two floors
 - c. Three or more floors
 - d. Split level
 - e. Manufactured (mobile) home or travel trailer on foundation
 - f. Townhouse/Rowhouse with three or more floors (RCBAP Low-rise only)
3. Basement/Enclosure/Crawlspace Type
 - a. Finished basement/enclosure
 - b. Unfinished basement/enclosure
 - c. None
 - d. Crawlspace
 - e. Subgrade Crawlspace
4. Special Ownership Type
 - a. Condominiums - unit or association
 - b. State government
5. Special Building Status Type
 - a. Building in course of construction
 - b. Principal/primary residence
6. Obstruction Type (combinations are possible)
 - a. Free of obstruction underneath elevated lowest floor
 - b. With obstruction: less than 300 sq. ft. with breakaway walls or finished enclosure underneath the lowest elevated floor
 - c. With obstruction: 300 sq. ft. or more with breakaway walls or finished enclosure underneath the lowest elevated floor
 - d. With obstruction: machinery or equipment attached to the building and located underneath the lowest elevated floor

I. DATA ELEMENT REQUIREMENTS FOR WRITE YOUR OWN (Cont'd.)

DATA ELEMENT	REQ.	DATA DICTIONARY PAGE	SOURCE
<u>POLICY TRANSACTIONS (Cont'd.)</u>			
Mailing City	Y	4-131A	Application - Insured Mail Address
Mailing State	Y	4-131B	Application - Insured Mail Address
Mailing Street Address	Y	4-131C	Application - Insured Mail Address
Mailing ZIP Code	Y	4-131D	Application - Insured Mail Address
Map Panel Number ¹ (Rating Map Information)	Y	4-132	Application - Community (Rating Map Information)
Map Panel Suffix (Rating Map Information)	Y	4-133	Application - Community (Rating Map Information)
Name Format Indicator	Y	4-134	
Name or Descriptive Information Indicator	Y	4-135	
New Policy Number	Y	4-138	
New/Rollover Indicator	Y	4-139	Application - New/Renewal Box
Number of Floors (Including Basement)/ Building Type	Y	4-140	Application - Building
Obstruction Type	Y	4-141	Application - Building
Occupancy Type	Y	4-143	Application - Building
Old Policy Number	Y	4-146	
Original Construction Date/Substantial Improvement Date	Y	4-147	Application - Construction Data
Original Submission Month	Y	4-149	
Policy Effective Date	Y	4-152	Application - Policy Term
Policy Expiration Date	Y	4-154	Application - Policy Term
Policy Number	Y	4-155	Application - Current Policy Number Box
Policy Term Indicator	Y	4-156	
Policy Termination Date	Y	4-157	

¹Refer to Part 3 - Reporting Requirements, III. Reporting Requirements for New/Rollover Indicator, to determine whether this data element is required based on reported New/Rollover Indicator.

I. DATA ELEMENT REQUIREMENTS FOR WRITE YOUR OWN (Cont'd.)

DATA ELEMENT	REQ.	DATA DICTIONARY PAGE	SOURCE
POLICY TRANSACTIONS (Cont'd.)			
Post-FIRM Construction Indicator	Y	4-158	Application - Construction Data
Premium Payment Indicator	Y	4-159	Application - Coverage and Rating
Principal/Primary Residence Indicator ⁴	Y	4-160	Application - Building
Probation Surcharge Amount WYO	Y	4-161	Application - Coverage and Rating
Property Beginning Street Number	Y	4-162	Application - Property Location
Property City	Y	4-163	Application - Property Location
Property State	Y	4-164	Application - Property Location
Property Street Address	Y	4-165	Application - Property Location
Property ZIP Code	Y	4-168	Application - Property Location
Regular/Emergency Program Indicator	Y	4-169	Application - Community
Reinstatement Federal Policy Fee	Y	4-170	
Reinstatement Premium	Y	4-171	
Rejected Transaction Control Number	Y	4-172	
Repetitive Loss ID Number ⁵	Y	4-173	
Repetitive Loss Target Group Indicator ⁵	Y	4-174	
Replacement Cost ¹	Y	4-175	Application - Building
Risk Rating Method	Y	4-180	Application - Coverage and Rating

¹Refer to Part 3 - Reporting Requirements, III. Reporting Requirements for New/Rollover Indicator, to determine whether this data element is required based on reported New/Rollover Indicator.

⁴This data element is required for new business and renewals on or after May 1, 2000. Prior to this date, it was optional.

⁵This data element is required only as of May 1, 2000, and only from the NFIP Servicing Agent.

PART 4 - DATA DICTIONARY
Table of Contents (Cont'd.)

	<u>Page</u>
Lowest Adjacent Grade.....	4-130
Lowest Floor Elevation.....	4-131
Mailing City.....	4-131B
Mailing State.....	4-131C
Mailing Street Address.....	4-131D
Mailing ZIP Code.....	4-131E
Map Panel Number (Rating Map Information).....	4-132
Map Panel Suffix (Rating Map Information).....	4-133
Name Format Indicator.....	4-134
Name or Descriptive Information Indicator.....	4-135
New Date of Loss.....	4-136
New Payment Date.....	4-137
New Policy Number.....	4-138
New/Rollover Indicator.....	4-139
Number of Floors (Including Basement)/Building Type.....	4-140
Obstruction Type.....	4-141
Occupancy Type.....	4-143
Old Date of Loss.....	4-144
Old Payment Date.....	4-145
Old Policy Number.....	4-146
Original Construction Date/Substantial Improvement Date.....	4-147
Original Submission Month.....	4-149
Payment Date.....	4-150
Payment Recovery Date.....	4-151
Policy Effective Date.....	4-152
Policy Expiration Date.....	4-154
Policy Number.....	4-155
Policy Term Indicator.....	4-156
Policy Termination Date.....	4-157
Post-FIRM Construction Indicator.....	4-158
Premium Payment Indicator.....	4-159
Principal/Primary Residence Indicator.....	4-160
Probation Surcharge Amount WYO.....	4-161
Property Beginning Street Number.....	4-162
Property City.....	4-163
Property State.....	4-164
Property Street Address.....	4-165
Property Value - Appurtenant (ACV).....	4-166
Property Value - Main (ACV).....	4-167
Property ZIP Code.....	4-168
Regular/Emergency Program Indicator.....	4-169
Reinstatement Federal Policy Fee.....	4-170
Reinstatement Premium.....	4-171
Rejected Transaction Control Number.....	4-172
Repetitive Loss ID Number.....	4-173
Repetitive Loss Target Group Indicator.....	4-174
Replacement Cost.....	4-175
Replacement Cost Indicator.....	4-176

PART 4 - DATA DICTIONARY
Table of Contents (Cont'd.)

	<u>Page</u>
Reserve - Building.....	4-177
Reserve - Contents.....	4-178
Reserve - ICC.....	4-179
Risk Rating Method.....	4-180
Second Lender City.....	4-184
Second Lender Loan Number.....	4-185
Second Lender Name.....	4-186
Second Lender State.....	4-187
Second Lender Street Address.....	4-188
Second Lender ZIP Code.....	4-189
Sort Sequence Key.....	4-190
Special Expense Amount.....	4-191
Special Expense Date.....	4-192
Special Expense Type.....	4-193
State-Owned Property.....	4-194
Subrogation.....	4-195
Subrogation Recovery Date.....	4-196
Substantial Improvement Indicator.....	4-197
Taxpayer Identification Number.....	4-198
Total Amount of Insurance - Building.....	4-199
Total Amount of Insurance - Contents.....	4-201
Total Building Damages - Main and Appurtenant (ACV).....	4-202
Total Building Damages - Main and Appurtenant (RCV).....	4-203
Total Calculated Premium.....	4-204
Total Damage to Contents - Main and Appurtenant (ACV).....	4-205
Total Damage to Contents - Main and Appurtenant (RCV).....	4-206
Total Expense of Temporary Flood Protection.....	4-207
Total Premium Refund.....	4-208
Total Property Value - Main and Appurtenant (ACV).....	4-209
Total Property Value - Main and Appurtenant (RCV).....	4-210
Value of Building Items Subject to Policy Exclusions (ACV).....	4-211
Value of Contents (ACV).....	4-212
Value of Contents Items Subject to Policy Exclusions (ACV).....	4-213
Water Depth - Relative to Main Building.....	4-214
WYO Prefix Code.....	4-216
WYO Transaction Code.....	4-217
WYO Transaction Date.....	4-219
1981 Post-FIRM V Zone Certification Indicator.....	4-220

DATA ELEMENT: Premium Payment Indicator

ALIAS: None

ACRONYM: WYO (PMF) PREM-PAY-IND

FILE: Policy Master (PMF)

DESCRIPTION:

A code indicating the payment mechanism used to purchase a flood insurance policy.

EDIT CRITERIA: Alpha, Acceptable Values:

C - Credit Card premium payment
Blank - Cash/Check premium payment

LENGTH: 1

DEPENDENCIES: Information is obtained from the Flood Insurance Application, Renewal form, or General Change Endorsement form.

SYSTEM FUNCTION: Reconciliation of credit card payment between the U.S. Treasury Deposit Report and a WYO Company's reported financial statement amount

REPORTING REQUIREMENT: Required

■ **DATA ELEMENT: Principal/Primary Residence Indicator**

ALIAS: Primary Residence ID

ACRONYM: Direct (PMF) Primary-Res-Indicator
WYO (PMF) PRINCIPAL

FILE: Policy Master (PMF)
Claims Master (CMF)
Recertification Master (RCMF)
Actuarial (APOL)

DESCRIPTION:

■ Indicates whether or not the insured building/condominium unit is the principal/primary residence of the insured.

■ A single-family dwelling/condominium unit qualifies as the principal/primary residence of the insured provided that, at the time of loss, the named insured or the named insured's spouse has lived in the dwelling for either (1) 80 percent of the 365 days immediately preceding the loss, or (2) 80 percent of the period of ownership of the insured dwelling, if ownership is less than 365 days.

EDIT CRITERIA: Alpha, Acceptable Values:

■ Y - Principal/Primary Residence of Insured
N - Non-Principal/Non-Primary Residence

LENGTH: 1

DEPENDENCIES: Information is obtained from the Flood Insurance Application.

SYSTEM FUNCTION: Determination of basis for claims settlement

REPORTING REQUIREMENT: Required

■ **NOTE:** Per amendment HR5740 Section 2, a 25 percent rate increase will be effective for **non-principal/non-primary** residences as of January 1, 2013. Policies falling under this new requirement will be identified as all Single-family occupancies and 2-4 Family and Other-Residential occupancies insured as unit owner policies in the condominium form of ownership.

DATA ELEMENT: Replacement Cost

ALIAS: None

ACRONYM: WYO (PMF) REPLACEMENT

FILE: Policy Master (PMF)
Actuarial (APOL)

DESCRIPTION:

Estimated cost in whole dollars to replace the building. Replacement cost coverage is available under the building coverage for a single-family dwelling, including a dwelling unit in a high-rise or vertical condominium building, written under the Dwelling Form policy. The Residential Condominium Building Association Policy form also provides replacement cost coverage on the building coverage.

Replacement cost is not market value, and it does not include the cost of the land. It is strictly the estimated cost to reconstruct the building.

The company may establish and report the estimated replacement cost amount using normal company practice.

EDIT CRITERIA: Positive numeric in whole dollars

Note: The Replacement Cost can be zero for any of the following conditions:

- Total Amount of Insurance - Building is zero, or
- Risk Rating Method is '9' (MPPP) or 'G' (Group Flood)

LENGTH: 10

DEPENDENCIES: Information is obtained from the Flood Insurance Application.

SYSTEM FUNCTION: Insurance to Value Analysis

REPORTING REQUIREMENT: Also refer to Part 3 - Reporting Requirements, III. Reporting Requirements for New/Rollover Indicator, to determine if the replacement cost is required based on reported New/Rollover Indicator.

DATA ELEMENT: Replacement Cost Indicator

ALIAS: Claims Settlement Basis

ACRONYM: WYO (CMF) R-COST-IND

FILE: Claims Master (CMF)
Actuarial (APOL)

DESCRIPTION:

This indicates whether the building claim was settled on a replacement cost basis. In the context of a claims settlement, replacement cost is the estimated cost to replace the damaged portion of the building without regard to depreciation. Replacement cost coverage is available under the building coverage for a single-family dwelling provided that the dwelling is the principal/primary residence of the insured. Exceptions to this availability are manufactured (mobile) homes or travel trailers, unless they are double-wide, and appurtenant buildings.

Replacement cost is not market value, and it does not include the cost of the land. It is strictly the estimated cost to reconstruct the building.

EDIT CRITERIA: Alpha, Acceptable Values:

R - Replacement Cost basis
A - Actual Cash Value basis

LENGTH: 1

DEPENDENCIES: Information is to be obtained from the adjuster's report.

SYSTEM FUNCTION: Reconciles claims paid with actual cash value of damage amount.

REPORTING REQUIREMENT: Required

DATA ELEMENT: Risk Rating Method (Cont'd.)

DESCRIPTION: (Cont'd.)

Provisional Rating: Provisional rating is available to enable the placement of coverage prior to receipt of the Elevation Certificate. An Elevation Certificate and conversion to standard rating is still required. Provisionally rated policies cannot be renewed or rewritten with provisional rates. Provisionally rated policies cannot be endorsed to increase coverage limits until the required elevation information is received. Failure to obtain the Elevation Certificate could result in reduced coverage limits at the time of a loss.

Provisional rates may be used in writing new business whether or not the 30 day waiting period is applicable. The policy term is 1 year.

Policies rated using provisional rates are subject to CRS discounts, probation surcharges, and optional deductible relativities, as applicable. The Expense Constant and Federal Policy Fee also apply to policies rated using provisional rates.

Preferred Risk Policy (PRP): Prior to May 1, 2004, this policy was available for one- to four-family residential buildings only and solely in B, C, and X zones. Effective May 1, 2004, this policy will also be available for other residential and non-residential buildings solely in B, C and X zones.

There are various levels of coverage that may be chosen. The amounts for each option are fixed and cannot vary and include both building and contents coverage. Effective May 1, 2004, contents-only coverage will be available for PRP policies.

Premiums, likewise, are flat and fixed, with no rates, and vary only for basement and no-basement structures. Effective May 1, 2004, premiums for contents-only PRP policies will vary depending upon the specific location of contents reported, regardless of the basement/enclosure/crawlspace type.

Effective January 1, 2011, buildings newly designated in a Special Flood Hazard Area following a flood map revision on or after October 1, 2008, were allowed to maintain the lower cost PRP for 2 years after the effective date of the map change. As of January 1, 2013, policies written as PRPs under the PRP Eligibility Extension may continue to be renewed as PRPs beyond the previously designated 2-year period. Refer to the Flood Insurance Manual, Preferred Risk Policy section, for more information regarding PRP eligibility. New risk rating methods 'P' and 'Q' will be used to identify this type of PRP.

Tentative Rates: Tentative rates, which are generally higher than normal manual rates, are used to issue policies when producers fail to provide the required actuarial rating information such as a valid Elevation Certificate. By applying tentative rates, the agent can generate a policy with coverage limits based on the actual premium received. Tentatively rated policies cannot be endorsed to increase coverage limits, or renewed for another policy term, until the required actuarial rating information and full premium payment are received.

DATA ELEMENT: Risk Rating Method (Cont'd.)

DESCRIPTION: (Cont'd.)

Note: Effective May 1, 2004, tentative rates can be used only once on new business or renewal transactions. Any subsequent renewals using tentative rates will be in error.

Mortgage Portfolio Protection Program (MPPP) Policies: MPPP policies are allowed only in conjunction with mortgage portfolio reviews and the servicing of those portfolios by lenders and mortgage servicing companies. Policies are written because the mortgagor did not respond to previous notices to purchase coverage and show evidence of such. Policies under the MPPP will be for one term only and can be renewed but not automatically.

The following data elements are required to be reported for MPPP policies:

1. WYO Transaction Code
2. WYO Transaction Date
3. WYO Prefix Code
4. Policy Number
5. Policy Effective Date
6. Policy Expiration Date
7. Name or Descriptive Information Indicator
8. Property Street Address
9. Property City
10. Property State
11. Property ZIP Code
12. Community Identification Number (Rating Map Information)
13. Map Panel Number (Rating Map Information)
14. Map Panel Suffix (Rating Map Information)
15. Flood Risk Zone (Rating Map Information)
16. Occupancy Type
17. Total Amount of Insurance - Building
18. Total Amount of Insurance - Contents
19. Total Calculated Premium
20. Risk Rating Method
21. Insured Last Name
22. Condominium Indicator
23. Regular/Emergency Program Indicator
24. Insured First Name
25. Name Format Indicator
26. Mailing City
27. Mailing State
28. Mailing Street Address
29. Mailing ZIP Code

Optional Post-1981 V Zone Rate: Pre-FIRM and Post-FIRM 1975-1981 buildings in Zones VE and V01-V30 are allowed to use Post-1981 V Zone rates if the rates are more favorable to the insured. In order to qualify, the following criteria must be met:

- The policy must be rated using the BFE printed on the FIRM that includes wave height.
- The building rates are determined based on the ratio of the estimated building replacement cost and amount of insurance purchased

DATA ELEMENT: Risk Rating Method (Cont'd.)

DESCRIPTION: (Cont'd.)

- The effective date of the FIRM or the reported map panel date is on or after October 1, 1981.
- The building must be either elevated free of obstruction or with breakaway wall obstruction less than 300 square feet. All machinery and equipment below the BFE are considered obstructions.

Group Flood Insurance Policy (GFIP): This policy provides a temporary mechanism for the recipients of IFG (Individual and Family Grant) and IHP (Individual and Households Grant Program) disaster assistance - generally low-income persons - to have flood insurance coverage for a period of three years following a flood loss (as a result of a major disaster declaration by the President) so that they will have time to recover from the disaster and be in a better position to buy flood insurance for themselves after the expiration of their three-year policy term. The premium for the GFIP will be a flat fee and may be adjusted at any time to reflect NFIP loss experience and adjustment of benefits under the stated grant programs. The amount of coverage is equivalent to the maximum grant amount established and the three-year policy term begins 60 days after the date of the disaster declaration.

FEMA Special Rates: Effective May 1, 2008, WYO companies that use special rates provided by FEMA must report these policies indicating risk rating method 'S'. FEMA Special Rates are to be used on new business and renewal transactions. These rates are assigned and approved by FEMA and not included in the Specific Rating Guidelines.

Severe Repetitive Loss Properties: Policies renewed or issued on or after January 1, 2007, that meet the criteria for severe repetitive loss (SRL) are transferred to the Special Direct Facility for policy issuance. Mitigation offers made to SRL property owners under the SRL program will result in increased insurance premiums for the SRL property owners who refuse to accept the mitigation offer.

Leased Federal Property: Leased Federal Properties are identified as any properties leased from the Federal Government (including residential and nonresidential properties) that are determined to be located on the river-facing side of any dike, levee, or other riverine flood control structure, or seaward of any seawall or other coastal flood control structure. Effective October 1, 2009, this type of property will be reported with risk rating method 'F'. Actuarial rates will apply to all new and renewal policies with effective dates on or after October 1, 2009. In order to establish actuarial rates, an Elevation Certificate (EC) must be available. If the EC is not received within 45 days from the date of notice, the policy may be nullified or issued using tentative rates.

DATA ELEMENT: Risk Rating Method (Cont'd.)

EDIT CRITERIA: Number, Alphanumeric, Acceptable Values:

- 1 - Manual
- 2 - Specific
- 3 - Alternative
- 4 - V-Zone Risk Factor Rating Form
- 5 - Underinsured Condominium Master Policy
- 6 - Provisional
- 7 - Preferred Risk Policy (PRPs issued for eligible properties located within a non-Special Flood Hazard Area [non-SFHA])
- 8 - Tentative
- 9 - MPPP Policy
- A - Optional Post-1981 V Zone
- F - Leased Federal Property
- G - Group Flood Insurance Policy (GFIP)
- P - Preferred Risk Policy (A PRP renewal issued in the first year following a map revision for an eligible property that was newly mapped into the SFHA by the map revision, or new business written for an eligible property that was newly mapped into the SFHA by a map revision effective on or after October 1, 2008 - PRP Eligibility Extension)
- Q - Preferred Risk Policy (subsequent PRP renewals where the previous policy year was reported as a 'P' or 'Q')
- S - FEMA Special Rates
- T - Severe Repetitive Loss Properties (formerly Target Group Full Risk)

LENGTH: 1

DEPENDENCIES: Information is to be obtained from the Flood Insurance Application and the Elevation Certificate.

SYSTEM FUNCTION: Premium Calculation

REPORTING REQUIREMENT: Required

PART 5 - CODES

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTION.....	5-1
Basement/Enclosure/Crawlspace Type.....	5-1
Building Construction Date Type.....	5-1
Building Damage Subject to Policy Exclusions (ACV).....	5-1
Building in Course of Construction Indicator.....	5-1
Building over Water Type.....	5-1
Building Use Type.....	5-2
Cancellation/Voidance Reason.....	5-2
Cause of Loss.....	5-3
Claim Closed Without Payment Reason - Building.....	5-3
Claim Closed Without Payment Reason - Contents.....	5-3
Claim Closed Without Payment Reason - ICC.....	5-4
Claim Status Indicator.....	5-4
Coinsurance Claim Settlement Indicator.....	5-4
Community Identification Number (Rating Map Information).....	5-4
Condominium Form of Ownership Indicator.....	5-4
Condominium Indicator.....	5-4
Contents Damage Subject to Policy Exclusions (ACV).....	5-5
Coverage Required for Disaster Assistance.....	5-5
Current Map Info - Community Identification Number.....	5-5
Deductible - Applicable to Building Claim Payment.....	5-5
Deductible - Applicable to Contents Claim Payment.....	5-6
Deductible - Building.....	5-6
Deductible - Contents.....	5-7
Diagram Number.....	5-7
Duration Building Will Not Be Habitable.....	5-7
Elevated Building Indicator.....	5-7
Elevation Certificate Indicator.....	5-8
Exterior Wall Structure Type.....	5-8
Exterior Wall Surface Treatment.....	5-8
Factors Related to Cause of Loss.....	5-9
Final Payment Indicator - Building.....	5-9
Final Payment Indicator - Contents.....	5-9
Final Payment Indicator - ICC.....	5-9
Flood Characteristics.....	5-9
Floodproofed Indicator.....	5-10
Foundation Type.....	5-10
Grandfathering Type Code.....	5-10
ICC Claim Indicator.....	5-10
ICC Mitigation Indicator.....	5-10
Insurance to Value Ratio Indicator.....	5-11
Location of Contents Indicator.....	5-11
Name Format Indicator.....	5-11
Name or Descriptive Information Indicator.....	5-11
New/Rollover Indicator.....	5-12
Number of Floors (Including Basement)/Building Type.....	5-12

PART 5 - CODES
Table of Contents (Cont'd.)

	<u>Page</u>
Obstruction Type.....	5-13
Occupancy Type.....	5-13
Policy Status Indicator.....	5-14
Policy Term Indicator.....	5-14
Post-FIRM Construction Indicator.....	5-14
Premium Payment Indicator.....	5-14
Principal/Primary Residence Indicator.....	5-14
Regular/Emergency Program Indicator.....	5-15
Repetitive Loss Target Group Indicator.....	5-15
Replacement Cost Indicator.....	5-15
Risk Rating Method.....	5-15
Special Expense Type.....	5-15
State-Owned Property.....	5-15
Substantial Improvement Indicator.....	5-16
Value of Building Items Subject to Policy Exclusions (ACV).....	5-16
Value of Contents Items Subject to Policy Exclusions (ACV).....	5-16
WYO Transaction Code.....	5-17
1981 Post-FIRM V Zone Certification Indicator.....	5-17

ARCHIVED APRIL 2018

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POLICY STATUS INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
In force as of the reporting month	A
Future effective as of the reporting month	B
Cancelled before the reporting month	C
Cancelled during or after the reporting month	D
Expired more than 120 days before the reporting month	E
Expired before the reporting month less than 29 days	F
Expired before the reporting month more than 29 days but less than 120 days	G
Reinstated within the latest term month	R

POLICY TERM INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
1 Year	1
3 Years (only for policies effective prior to May 1, 1999)	3
Other (between 1 and 3 years)	9

POST-FIRM CONSTRUCTION INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Post-FIRM Construction	Y
Pre-FIRM Construction	N

PREMIUM PAYMENT INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Credit Card	C
Cash/Check	Blank

PRINCIPAL/PRIMARY RESIDENCE INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Principal/Primary Residence of Insured	Y
Non-Principal/Non-Primary Residence	N

REGULAR/EMERGENCY PROGRAM INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Emergency Program	E
Regular Program	R

REPETITIVE LOSS TARGET GROUP INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Repetitive Loss Target Group Policy	Y
Not a Repetitive Loss Target Group Policy	N or Blank

REPLACEMENT COST INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Replacement Cost Basis	R
Actual Cash Value Basis	A

RISK RATING METHOD

<u>DESCRIPTION</u>	<u>CODE</u>
Manual	1
Specific	2
Alternative	3
V-Zone Risk Factor Rating Form	4
Underinsured Condominium Master Policy	5
Provisional	6
Preferred Risk Policy	7
Tentative	8
MPPP Policy	9
Optional Post-1981 V Zone	A
Leased Federal Properties	F
Group Flood Insurance Policy	G
Preferred Risk Policy (A PRP issued in the 1st year of PRP Eligibility under the PRP Eligibility Extension)	P
Preferred Risk Policy (subsequent renewals beginning with 2nd year of PRP Eligibility under the PRP Eligibility Extension)	Q
FEMA Special Rates	S
Severe Repetitive Loss Properties	T

SPECIAL EXPENSE TYPE

<u>DESCRIPTION</u>	<u>CODE</u>
Engineering expense	1
Cost to establish coverage or property value	2
Legal expense	3
Cost of appraisal	4

STATE-OWNED PROPERTY

<u>DESCRIPTION</u>	<u>CODE</u>
State-Owned	Y
Not State-Owned	N

SUBSTANTIAL IMPROVEMENT INDICATOR

<u>DESCRIPTION</u>	<u>CODE</u>
Repair, reconstruction, or improvement costs equaled or exceeded 50 percent of market value of building before it was damaged or improved	Y
No alterations meeting criterion above	N

**VALUE OF BUILDING ITEMS SUBJECT
TO POLICY EXCLUSIONS (ACV)**

<u>DESCRIPTION</u>	<u>CODE</u>
Less than \$1,000	1
\$1,000 - \$2,000	2
\$2,001 - \$5,000	3
\$5,001 - \$10,000	4
\$10,001 - \$20,000	5
More than \$20,000	6

**VALUE OF CONTENTS ITEMS SUBJECT
TO POLICY EXCLUSIONS (ACV)**

<u>DESCRIPTION</u>	<u>CODE</u>
Less than \$1,000	1
\$1,000 - \$2,000	2
\$2,001 - \$5,000	3
\$5,001 - \$10,000	4
\$10,001 - \$20,000	5
More than \$20,000	6

11 New Business (Cont'd.)

<u>Record A (Cont'd.)</u>	<u>Field Length</u>	<u>Record Position</u>
Condominium Master Policy Units	3	281-283
Insured Last Name	25	284-308
Insured First Name	25	309-333
Name Format Indicator	1	334
CRS Classification Credit Percentage	2	335-336
Federal Policy Fee	3	337-339
Expense Constant	3	340-342
Principal/Primary Residence Indicator	1	343
Replacement Cost	10	344-353
Lowest Floor Elevation (LFE)	6	354-359
Base Flood Elevation (BFE) (Rating Map Info.)	6	360-365
Repetitive Loss Target Group Indicator	1	366
Lowest Adjacent Grade	6	367-372
Diagram Number	1	373
Elevation Certification Date	8	374-381
Basic Building Rate WYO	5	382-386
Additional Building Rate WYO	5	387-391
Basic Contents Rate WYO	5	392-396
Additional Contents Rate WYO	5	397-401
ICC Premium WYO	3	402-404
Probation Surcharge Amount WYO	3	405-407
Deductible Percentage WYO	4	408-411
Repetitive Loss ID Number	7	412-418
Reserved for NFIP Use	39	419-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Building Construction Date Type	1	501
Building over Water Type	1	502
Condominium Form of Ownership Indicator	1	503
Building Use Type	2	504-505
Grandfathering Type Code	1	506
Current Map Info - Community ID Number	6	507-512
Current Map Info - Map Panel Number	4	513-516
Current Map Info - Map Panel Suffix	1	517
Current Map Info - Flood Risk Zone	3	518-520
Current Map Info - BFE (Base Flood Elevation)	6	521-526
Current Map Info - Prior Policy Number	10	527-536
Reserved for NFIP Use2	164	537-700

12 Mailing Address Data

<u>Record A</u>	<u>Field Length</u>	<u>Record Position</u>
Transaction Code (12A)	3	1-3
Transaction Date	8	4-11
WYO Prefix Code	5	12-16
Policy Number	10	17-26
Name or Descriptive Information Indicator	1	27
Mailing Address 1	50	28-77
Mailing Address 2	50	78-127
Mailing City	30	128-157
Mailing State	2	158-159
Mailing ZIP Code	9	160-168
Reserved for NFIP Use	289	169-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
■ Reserved for NFIP Use2	200	501-700

NOTE: This transaction must be submitted with any new business (11A), renewal (17A), or reinstatement transaction (14A,15A) OR when the mailing address information has been updated by the WYO company.

15 Policy Reinstatement With Policy Changes (Cont'd.)

<u>Record A (Cont'd.)</u>	<u>Field Length</u>	<u>Record Position</u>
Insured Last Name	25	286-310
Insured First Name	25	311-335
Name Format Indicator	1	336
CRS Classification Credit Percentage	2	337-338
Reinstatement Federal Policy Fee	5	339-343
Expense Constant	3	344-346
Principal/Primary Residence Indicator	1	347
Replacement Cost	10	348-357
Lowest Floor Elevation (LFE)	6	358-363
Base Flood Elevation (BFE) (Rating Map Info.)	6	364-369
Repetitive Loss Target Group Indicator	1	370
Lowest Adjacent Grade	6	371-376
Diagram Number	1	377
Elevation Certification Date	8	378-385
Basic Building Rate WYO	5	386-390
Additional Building Rate WYO	5	391-395
Basic Contents Rate WYO	5	396-400
Additional Contents Rate WYO	5	401-405
ICC Premium WYO	3	406-408
Probation Surcharge Amount WYO	3	409-411
Deductible Percentage WYO	4	412-415
Repetitive Loss ID Number	7	416-422
Reserved for NFIP Use	35	423-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Building Construction Date Type	1	501
Building over Water Type	1	502
Condominium Form of Ownership Indicator	1	503
Building Use Type	2	504-505
Grandfathering Type Code	1	506
Current Map Info - Community ID Number	6	507-512
Current Map Info - Map Panel Number	4	513-516
Current Map Info - Map Panel Suffix	1	517
Current Map Info - Flood Risk Zone	3	518-520
Current Map Info - BFE (Base Flood Elevation)	6	521-526
Current Map Info - Prior Policy Number	10	527-536
Reserved for NFIP Use2	164	537-700

17 Renewals

<u>Record A</u>	<u>Field Length</u>	<u>Record Position</u>
Transaction Code (17A)	3	1-3
Transaction Date	8	4-11
WYO Prefix Code	5	12-16
Policy Number	10	17-26
Policy Effective Date	8	27-34
Policy Expiration Date	8	35-42
Name or Descriptive Information Indicator	1	43
Property Beginning Street Number	10	44-53
Property Address 1	50	54-103
Property Address 2	50	104-153
Property City	30	154-183
Property State	2	184-185
Property ZIP Code	9	186-194
Case File Number for Disaster Assistance	9	195-203
Coverage Required for Disaster Assistance	1	204
Community Identification Number (Rating Map Info.)	6	205-210
Map Panel Number (Rating Map Info.)	4	211-214
Map Panel Suffix (Rating Map Info.)	1	215
Regular/Emergency Program Indicator	1	216
Flood Risk Zone (Rating Map Info.)	3	217-219
Occupancy Type	1	220
Number of Floors (Including Basement)/ Building Type	1	221
Basement/Enclosure/Crawlspace Type	1	222
Condominium Indicator	1	223
State-Owned Property	1	224
Building in Course of Construction Indicator	1	225
Deductible - Building	1	226
Deductible - Contents	1	227
Elevated Building Indicator	1	228
Obstruction Type	2	229-230
Location of Contents Indicator	1	231
Original Construction Date/Substantial Improvement Date	8	232-239
Post-FIRM Construction Indicator	1	240
Elevation Difference	4	241-244
Floodproofed Indicator	1	245
Total Amount of Insurance - Building	8	246-253
Total Amount of Insurance - Contents	5	254-258
Total Calculated Premium	7	259-265
Risk Rating Method	1	266
Policy Term Indicator	1	267
Premium Payment Indicator	1	268
Filler	9	269-277
Insurance to Value Ratio Indicator	1	278
Elevation Certificate Indicator	1	279
1981 Post-FIRM V Zone Certification Ind.	1	280
Condominium Master Policy Units	3	281-283

The Taxpayer Identification Number has been removed from the TRRP transaction, effective May 1, 2008.

17 Renewals (Cont'd.)

<u>Record A (Cont'd.)</u>	<u>Field Length</u>	<u>Record Position</u>
Insured Last Name	25	284-308
Insured First Name	25	309-333
Name Format Indicator	1	334
CRS Classification Credit Percentage	2	335-336
Federal Policy Fee	3	337-339
Expense Constant	3	340-342
Principal/Primary Residence Indicator	1	343
Replacement Cost	10	344-353
Lowest Floor Elevation (LFE)	6	354-359
Base Flood Elevation (BFE) (Rating Map Info.)	6	360-365
Repetitive Loss Target Group Indicator	1	366
Lowest Adjacent Grade	6	367-372
Diagram Number	1	373
Elevation Certification Date	8	374-381
Basic Building Rate WYO	5	382-386
Additional Building Rate WYO	5	387-391
Basic Contents Rate WYO	5	392-396
Additional Contents Rate WYO	5	397-401
ICC Premium WYO	3	402-404
Probation Surcharge Amount WYO	3	405-407
Deductible Percentage WYO	4	408-411
Repetitive Loss ID Number	7	412-418
Reserved for NFIP Use	39	419-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Building Construction Date Type	1	501
Building over Water Type	1	502
Condominium Form of Ownership Indicator	1	503
Building Use Type	2	504-505
Grandfathering Type Code	1	506
Current Map Info - Community ID Number	6	507-512
Current Map Info - Map Panel Number	4	513-516
Current Map Info - Map Panel Suffix	1	517
Current Map Info - Flood Risk Zone	3	518-520
Current Map Info - BFE (Base Flood Elevation)	6	521-526
Current Map Info - Prior Policy Number	10	527-536
Reserved for NFIP Use2	164	537-700

20 Endorsements

<u>Record A</u>	<u>Field Length</u>	<u>Record Position</u>
Transaction Code (20A)	3	1-3
Transaction Date	8	4-11
WYO Prefix Code	5	12-16
Policy Number	10	17-26
Policy Effective Date	8	27-34
Policy Expiration Date	8	35-42
Name or Descriptive Information Indicator	1	43
Property Beginning Street Number	10	44-53
Property Address 1	50	54-103
Property Address 2	50	104-153
Property City	30	154-183
Property State	2	184-185
Property ZIP Code	9	186-194
Case File Number for Disaster Assistance	9	195-203
Coverage Required for Disaster Assistance	1	204
Community Identification Number (Rating Map Info.)	6	205-210
Map Panel Number (Rating Map Info.)	4	211-214
Map Panel Suffix (Rating Map Info.)	1	215
Regular/Emergency Program Indicator	1	216
Flood Risk Zone (Rating Map Info.)	3	217-219
Occupancy Type	1	220
Number of Floors (Including Basement)/ Building Type	1	221
Basement/Enclosure/Crawlspace Type	1	222
Condominium Indicator	1	223
State-Owned Property	1	224
Building in Course of Construction Indicator	1	225
Deductible - Building	1	226
Deductible - Contents	1	227
Elevated Building Indicator	1	228
Obstruction Type	2	229-230
Location of Contents Indicator	1	231
Original Construction Date/Substantial Improvement Date	8	232-239
Post-FIRM Construction Indicator	1	240
Elevation Difference	4	241-244
Floodproofed Indicator	1	245
Total Amount of Insurance - Building	8	246-253
Total Amount of Insurance - Contents	5	254-258
Endorsement Premium Amount	7	259-265
Risk Rating Method	1	266
Policy Term Indicator	1	267
Premium Payment Indicator	1	268
New/Rollover Indicator	1	269
Endorsement Effective Date	8	270-277
Insurance to Value Ratio Indicator	1	278
Elevation Certificate Indicator	1	279
1981 Post-FIRM V Zone Certification Ind.	1	280
Condominium Master Policy Units	3	281-283

The Taxpayer Identification Number has been removed from the TRRP transaction, effective May 1, 2008.

20 Endorsements (Cont'd.)

<u>Record A (Cont'd.)</u>	<u>Field Length</u>	<u>Record Position</u>
Insured Last Name	25	284-308
Insured First Name	25	309-333
Name Format Indicator	1	334
CRS Classification Credit Percentage	2	335-336
Federal Policy Fee	3	337-339
Expense Constant	3	340-342
Principal/Primary Residence Indicator	1	343
Replacement Cost	10	344-353
Lowest Floor Elevation (LFE)	6	354-359
Base Flood Elevation (BFE) (Rating Map Info.)	6	360-365
Repetitive Loss Target Group Indicator	1	366
Lowest Adjacent Grade	6	367-372
Diagram Number	1	373
Elevation Certification Date	8	374-381
Basic Building Rate WYO	5	382-386
Additional Building Rate WYO	5	387-391
Basic Contents Rate WYO	5	392-396
Additional Contents Rate WYO	5	397-401
ICC Premium WYO	3	402-404
Probation Surcharge Amount WYO	3	405-407
Deductible Percentage WYO	4	408-411
Repetitive Loss ID Number	7	412-418
Reserved for NFIP Use	39	419-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Building Construction Date Type	1	501
Building over Water Type	1	502
Condominium Form of Ownership Indicator	1	503
Building Use Type	2	504-505
Grandfathering Type Code	1	506
Current Map Info - Community ID Number	6	507-512
Current Map Info - Map Panel Number	4	513-516
Current Map Info - Map Panel Suffix	1	517
Current Map Info - Flood Risk Zone	3	518-520
Current Map Info - BFE (Base Flood Elevation)	6	521-526
Current Map Info - Prior Policy Number	10	527-536
Reserved for NFIP Use2	164	537-700

23 Policy Correction

Record A

	<u>Field Length</u>	<u>Record Position</u>
Transaction Code (23A)	3	1-3
Transaction Date	8	4-11
WYO Prefix Code	5	12-16
Policy Number	10	17-26
Policy Effective Date	8	27-34
Policy Expiration Date	8	35-42
Name or Descriptive Information Indicator	1	43
Property Beginning Street Number	10	44-53
Property Address 1	50	54-103
Property Address 2	50	104-153
Property City	30	154-183
Property State	2	184-185
Property ZIP Code	9	186-194
Case File Number for Disaster Assistance	9	195-203
Coverage Required for Disaster Assistance	1	204
Community Identification Number		
(Rating Map Info.)	6	205-210
Map Panel Number (Rating Map Info.)	4	211-214
Map Panel Suffix (Rating Map Info.)	1	215
Regular/Emergency Program Indicator	1	216
Flood Risk Zone (Rating Map Info.)	3	217-219
Occupancy Type	1	220
Number of Floors (Including Basement)/		
Building Type	1	221
Basement/Enclosure/Crawlspace Type	1	222
Condominium Indicator	1	223
State-Owned Property	1	224
Building in Course of Construction Indicator	1	225
Deductible - Building	1	226
Deductible - Contents	1	227
Elevated Building Indicator	1	228
Obstruction Type	2	229-230
Location of Contents Indicator	1	231
Original Construction Date/Substantial		
Improvement Date	8	232-239
Post-FIRM Construction Indicator	1	240
Elevation Difference	4	241-244
Floodproofed Indicator	1	245
Total Amount of Insurance - Building	8	246-253
Total Amount of Insurance - Contents	5	254-258
Premium (incremental adjustment to Total		
Calculated Premium or Endorsement Premium)	7	259-265
Risk Rating Method	1	266
Policy Term Indicator	1	267
Premium Payment Indicator	1	268
New/Rollover Indicator	1	269
Endorsement Effective Date	8	270-277
Insurance to Value Ratio Indicator	1	278
Elevation Certificate Indicator	1	279
1981 Post-FIRM V Zone Certification Ind.	1	280
Condominium Master Policy Units	3	281-283

The Taxpayer Identification Number has been removed from the TRRP transaction, effective May 1, 2008

23 Policy Correction (Cont'd.)

<u>Record A (Cont'd.)</u>	<u>Field Length</u>	<u>Record Position</u>
Insured Last Name	25	284-308
Insured First Name	25	309-333
Name Format Indicator	1	334
CRS Classification Credit Percentage	2	335-336
Federal Policy Fee	3	337-339
Expense Constant	3	340-342
Principal/Primary Residence Indicator	1	343
Replacement Cost	10	344-353
Lowest Floor Elevation (LFE)	6	354-359
Base Flood Elevation (BFE) (Rating Map Info.)	6	360-365
Repetitive Loss Target Group Indicator	1	366
Lowest Adjacent Grade	6	367-372
Diagram Number	1	373
Elevation Certification Date	8	374-381
Basic Building Rate WYO	5	382-386
Additional Building Rate WYO	5	387-391
Basic Contents Rate WYO	5	392-396
Additional Contents Rate WYO	5	397-401
ICC Premium WYO	3	402-404
Probation Surcharge Amount WYO	3	405-407
Deductible Percentage WYO	4	408-411
Repetitive Loss ID Number	7	412-418
Reserved for NFIP Use	39	419-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Building Construction Date Type	1	501
Building over Water Type	1	502
Condominium Form of Ownership Indicator	1	503
Building Use Type	2	504-505
Grandfathering Type Code	1	506
Current Map Info - Community ID Number	6	507-512
Current Map Info - Map Panel Number	4	513-516
Current Map Info - Map Panel Suffix	1	517
Current Map Info - Flood Risk Zone	3	518-520
Current Map Info - BFE (Base Flood Elevation)	6	521-526
Current Map Info - Prior Policy Number	10	527-536
Reserved for NFIP Use2	164	537-700

26 Cancellation

<u>Record A</u>	<u>Field Length</u>	<u>Record Position</u>
Transaction Code (26A)	3	1-3
Transaction Date	8	4-11
WYO Prefix Code	5	12-16
Policy Number	10	17-26
Policy Termination Date	8	27-34
Cancellation/Voidance Reason	2	35-36
Total Premium Refund	9	37-45
Federal Policy Fee - Refunded	5	46-50
Reserved for NFIP Use	407	51-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Reserved for NFIP Use2	200	501-700

29 Cancellation Correction

<u>Record A</u>	<u>Field Length</u>	<u>Record Position</u>
Transaction Code (29A)	3	1-3
Transaction Date	8	4-11
WYO Prefix Code	5	12-16
Policy Number	10	17-26
Policy Termination Date	8	27-34
Cancellation/Voidance Reason	2	35-36
Total Premium Refund	9	37-45
Federal Policy Fee - Refunded	5	46-50
Reserved for NFIP Use	407	51-457
Original Submission Month	6	458-463
Rejected Transaction Control Number	6	464-469
Sort Sequence Key	1	470
Reserved for WYO Company Use	30	471-500
Reserved for NFIP Use2	200	501-700

III. LISTING OF DATA ELEMENTS WITH REPORTING SPECIFICATIONS (Cont'd.)

Data Element	R ¹ I ²	S ³	\$ ⁴ \$/100 ⁶	Picture
Damage - Main (ACV)	R	-	\$	9(10)
Damage to Contents - Appurtenant (ACV)	R	-	\$	9(7)
Damage to Contents - Main (ACV)	R	-	\$	9(7)
Date of Loss	Key	-	-	9(8)YYYYMMDD
Deductible - App. to Bldg. Claim Pymt.	R	-	-	X
Deductible - App. to Cont. Claim Pymt.	R	-	-	X
Deductible - Building	R	-	-	X
Deductible - Contents	R	-	-	X
Deductible Percentage WYO	R	-	-	9V999
Diagram Number	R	-	-	X
Duration Bldg. Will Not Be Habitable	R	-	-	X
Duration of Flood Waters in Bldg.	R	-	-	9(3) Hours
Elevated Bldg. Indicator	R	-	-	X
Elevation Certificate Indicator	R	-	-	X
Elevation Certification Date	R	-	-	9(8)YYYYMMDD
Elevation Difference	R	S	-	S9(4)
Endorsement Effective Date	R	-	-	9(8)YYYYMMDD
Endorsement Premium Amount	I	S	\$	S9(7)Expense
Constant	R	-	\$	9(3)
Expense of Contents Removal	R	-	\$	9(4)
Expense of Manufactured (Mobile)	R	-	\$	9(4)
Home Removal	R	-	\$	9(4)
Exterior Wall Structure Type	R	-	-	X
Exterior Wall Surface Treatment	R	-	-	X
Factors Related to Cause of Loss	R	-	-	X
Federal Policy Fee	I	S	\$	S9(3)
Federal Policy Fee - Refunded	I	S	\$¢	S9(3)V99
Final Payment Indicator - Bldg.	R	-	-	X
Final Payment Indicator - Cont.	R	-	-	X
Final Payment Indicator - ICC	R	-	-	X
First Lender City	R	-	-	X(30)
First Lender Loan Number	R	-	-	X(15)
First Lender Name	R	-	-	X(30)
First Lender State	R	-	-	X(2)
First Lender Street Address	R	-	-	X(50)
First Lender ZIP Code	R	-	-	9(9)
Flood Characteristics	R	-	-	X
Flood Risk Zone (Rating Map Info.)	R	-	-	X(3) ■
Floodproofed Indicator	R	-	-	X
Foundation Type	R	-	-	XX
Grandfathering Type Code	R	-	-	X ■
ICC Actual Expense	R	-	-	9(10)
ICC Claim Indicator	R	-	-	X
ICC Claim Payment	I	S	\$¢	S9(5)V99
ICC Claim Payment Recovery	I	S	\$¢	S9(5)V99
ICC Flood Damage Amount - Prior	R	-	-	9(10)
ICC Mitigation Indicator	R	-	-	X
ICC Premium WYO	R	-	\$	9(3)

- ¹R - Replacement Value
²I - Incremental Value
³S - Signed Data Element
⁴\$¢ - Dollars and Cents
⁵\$ - Whole Dollars
⁶\$/100 - Hundreds of Dollars

III. LISTING OF DATA ELEMENTS WITH REPORTING SPECIFICATIONS (Cont'd.)

Data Element	R ¹ I ²	S ³	\$ ⁴ \$ ⁵ \$/100 ⁶	Picture
ICC Prior Date of Loss	R	-	-	9(8)YYYYMMDD
ICC Property Value - Current	R	-	-	9(10)
ICC Property Value - Prior	R	-	-	9(10)
Insurance to Value Ratio Indicator	R	-	-	X
Insured First Name	R	-	-	X(25)
Insured Last Name	R	-	-	X(25)
Location of Contents Indicator	R	-	-	X
Lowest Adjacent Grade	R	S	-	S9(5)V9
Lowest Floor Elevation	R	S	-	S9(5)V9
Mailing City	R	-	-	X(30)
Mailing State	R	-	-	X(2)
Mailing Street Address	R	-	-	X(50)
Mailing ZIP Code	R	-	-	9(9)
Map Panel Number (Rating Map Info.)	R	-	-	X(4)
Map Panel Suffix (Rating Map Info.)	R	-	-	X
Name Format Indicator	R	-	-	X
Name or Descriptive Information Indicator	R	-	-	X
New Date of Loss	Key	-	-	9(8)YYYYMMDD
New Payment Date	Key	-	-	9(8)YYYYMMDD
New Policy Number	Key	-	-	X(10)
New/Rollover Indicator	R	-	-	X
Number of Floors (Including Basement)/ Building Type	R	-	-	X
Obstruction Type	R	-	-	XX
Occupancy Type	R	-	-	X
Old Date of Loss	Key	-	-	9(8)YYYYMMDD
Old Payment Date	Key	-	-	9(8)YYYYMMDD
Old Policy Number	Key	-	-	X(10)
Orig. Const. Date/Substant. Improv. Date	R	-	-	9(8)YYYYMMDD
Original Submission Month	Key	-	-	9(6)YYYYMM
Payment Date	Key	-	-	9(8)YYYYMMDD
Payment Recovery Date	R	-	-	9(8)YYYYMMDD
Policy Effective Date	R	-	-	9(8)YYYYMMDD
Policy Expiration Date	R	-	-	9(8)YYYYMMDD
Policy Number	Key	-	-	X(10)
Policy Term Indicator	R	-	-	X
Policy Termination Date	R	-	-	9(8)YYYYMMDD
Post-FIRM Construction Indicator	R	-	-	X
Premium Payment Indicator	R	-	-	X
Principal/Primary Residence Indicator	R	-	-	X
Probation Surcharge Amount WYO	R	-	\$	9(3)
Property Beginning Street Number	R	-	-	X(10)
Property City	R	-	-	X(30)
Property State	R	-	-	X(2)
Property Street Address	R	-	-	X(50)
Property Value - Appurtenant (ACV)	R	-	\$	9(7)

- ¹R - Replacement Value
²I - Incremental Value
³S - Signed Data Element
⁴\$¢ - Dollars and Cents
⁵\$ - Whole Dollars
⁶\$/100 - Hundreds of Dollars

Record Layout (cont'd.)

	Length	Record Position
Elevation Certificate Indicator	1	288
1981 Post-FIRM V Zone Certification Indicator	1	289
Insured Last Name	25	290-314
Insured First Name	25	315-339
Principal/Primary Residence Indicator	1	340
Replacement Cost	9	341-349
Lowest Floor Elevation (LFE)	6	350-355
Base Flood Elevation (BFE) (Rating Map Info.)	6	356-361
Expense Constant	3	362-364
Name Format Indicator	1	365
Condominium Master Policy Units	3	366-368
Reserved for WYO Company Use	30	369-398
Policy Termination Date*	8	399-406
Cancellation/Voidance Reason*	2	407-408
Total Premium Refund*	9	409-417
CRS Classification Credit Percentage	2	418-419
Federal Policy Fee	3	420-422
Federal Policy Fee - Refunded*	5	423-427
Diagram Number	1	428
Filler	1	429
Lowest Adjacent Grade	6	430-435
Elevation Certification Date	8	436-443
Basic Building Rate WYO	5	444-447
Additional Building Rate WYO	5	449-453
Basic Contents Rate WYO	5	454-458
Additional Contents Rate WYO	5	459-463
ICC Premium WYO	3	464-466
Probation Surcharge Amount WYO	3	467-469
Deductible Percentage WYO	4	470-473
Repetitive Loss Target Group Indicator	1	474
Reserved for NFIP Use	13	475-487
NFIP Activity Date*	8	488-495
NFIP Policy Status Indicator*	1	496
NFIP Basic Limit Amount of Insurance - Building	8	497-504
NFIP Basic Limit Rate - Building	4	505-508
NFIP Additional Limit Amount of Insurance - Building	8	509-516
NFIP Additional Limit Rate - Building	4	517-520
NFIP Basic Limit Amount of Insurance - Contents	8	521-528
NFIP Basic Limit Rate - Contents	4	529-532
NFIP Additional Limit Amount of Insurance - Contents	8	533-540
NFIP Additional Limit Rate - Contents	4	541-544
NFIP Total Premium Refund*	9	545-553
NFIP CRS Classification Credit Percentage	2	554-555
NFIP Federal Policy Fee	3	556-558
NFIP Federal Policy Fee - Refunded*	5	559-563
NFIP Community Probation Surcharge Amount	3	564-566
NFIP Deductible Discount Percentage	5	567-571

*Data Elements that are stored only once per policy record and not by policy term.

Data elements containing NFIP calculated values are provided to assist WYO companies in determining what conditions caused the error.

Record Layout (cont'd.)

		<u>Length</u>	<u>Record Position</u>
NFIP Deductible Discount Amount		9	572-580
NFIP Property ZIP*		9	581-589
NFIP Expense Constant		3	590-592
NFIP Policy Term		1	593
NFIP ICC Premium		7	594-600
NFIP ICC Coverage		5	601-605
Reserved for NFIP Use		44	606-649
Error Code	1	8	650-657
Error Code Date	1	8	658-665
Error Code	2	8	666-673
Error Code Date	2	8	674-681
Error Code	3	8	682-689
Error Code Date	3	8	690-697
Error Code	4	8	698-705
Error Code Date	4	8	706-713
Error Code	5	8	714-721
Error Code Date	5	8	722-729
Error Code	6	8	730-737
Error Code Date	6	8	738-745
Error Code	7	8	746-753
Error Code Date	7	8	754-761
Error Code	8	8	762-769
Error Code Date	8	8	770-777
Error Code	9	8	778-785
Error Code Date	9	8	786-793
Error Code	10	8	794-801
Error Code Date	10	8	802-809
Error Code	11	8	810-817
Error Code Date	11	8	818-825
Error Code	12	8	826-833
Error Code Date	12	8	834-841
Error Code	13	8	842-849
Error Code Date	13	8	850-857
Error Code	14	8	858-865
Error Code Date	14	8	866-873
Error Code	15	8	874-881
Error Code Date	15	8	882-889
Error Code	16	8	890-897
Error Code Date	16	8	898-905
Error Code	17	8	906-913
Error Code Date	17	8	914-921
Error Code	18	8	922-929
Error Code Date	18	8	930-937

* Data Elements are stored only once per policy record and not by policy term.

Data elements containing NFIP calculated values are provided to assist WYO companies in determining what conditions caused the error.

Record Layout (cont'd.)

	<u>Length</u>	<u>Record Position</u>
Building Damage Subject to Policy Exclusions (ACV)	1	183
Contents Damage Subject to Policy Exclusions (ACV)	1	184
Value of Contents (ACV)	7	185-191
Final Payment Indicator - Building	1	192
Final Payment Indicator - Contents	1	193
Total Building Claim Payments (ACV or RCV)	12	194-205
Total Contents Claim Payments (ACV)	10	206-215
Total Building Claim Payment Recovery	12	216-227
Total Contents Claim Payment Recovery	10	228-237
Total Actual Salvage Recovery	12	238-249
Total Subrogation	12	250-261
Total Special Expenses Type 1	10	262-271
Total Special Expenses Type 2	10	272-281
Total Special Expenses Type 3	10	282-291
Total Special Expenses Type 4	10	292-301
Reserved for WYO Company Use	30	302-331
ICC Actual Expense	10	332-341
ICC Claim Indicator	1	342
ICC Claim Payment	7	343-349
ICC Claim Payment Recovery	7	350-356
ICC Flood Damage Amount - Prior	10	357-366
ICC Mitigation Indicator	1	367
ICC Prior Date of Loss	8	368-375
ICC Property Value - Current	10	376-385
ICC Property Value - Prior	10	386-395
Total Building Damages - Main and Appurtenant (RCV)	10	396-405
Total Damage to Contents - Main and Appurtenant (RCV)	7	406-412
Total Property Value - Main and Appurtenant (RCV)	10	413-422
Total Amount of Insurance - Building	8	423-430
Total Amount of Insurance - Contents	8	431-438
Number of Floors (Including Basement)/Building Type	1	439
Elevated Building Indicator	1	440
Deductible - Building	1	441
Deductible - Contents	1	442
Condominium Indicator	1	443
Occupancy Type	1	444
Reserve - ICC	7	445-451
Final Payment Indicator - ICC	1	452
Claim Closed Without Payment Reason - ICC	2	453-454
Condominium Master Policy Units	3	455-457
Building in Course of Construction Indicator	1	458
Policy Effective Date	8	459-466
Policy Expiration Date	8	467-474
Principal/Primary Residence Indicator	1	475
Policy Activity Date	8	476-483

Record Layout (cont'd.)

	<u>Length</u>	<u>Record Position</u>
Policy Status	1	484
Policy Termination Date	8	485-492
Risk Rating Method	1	493
NFIP ICC Calculated Coverage	5	494-498
Regular/Emergency Program Indicator	1	499
PRP Ineligibility Indicator	1	500
Coinsurance Claim Settlement Indicator	1	501
Reserved for NFIP Use	3	502-504

The following data elements contain NFIP calculated values and are provided to assist WYO companies in determining what conditions caused the error.

Activity Date		8	505-512
Claim Status		1	513
Payment Limit - Building		12	514-525
Payment Limit - Contents		10	526-535
Pay Limit - ICC		10	536-545
Reserved for NFIP Use		50	546-595
Error Code	1	8	596-603
Error Code Date	1	8	604-611
Error Code	2	8	612-619
Error Code Date	2	8	620-627
Error Code	3	8	628-635
Error Code Date	3	8	636-643
Error Code	4	8	644-651
Error Code Date	4	8	652-659
Error Code	5	8	660-667
Error Code Date	5	8	668-675
Error Code	6	8	676-683
Error Code Date	6	8	684-691
Error Code	7	8	692-699
Error Code Date	7	8	700-707
Error Code	8	8	708-715
Error Code Date	8	8	716-723
Error Code	9	8	724-731
Error Code Date	9	8	732-739
Error Code	10	8	740-747
Error Code Date	10	8	748-755
Error Code	11	8	756-763
Error Code Date	11	8	764-771
Error Code	12	8	772-779
Error Code Date	12	8	780-787
Error Code	13	8	788-795
Error Code Date	13	8	796-803
Error Code	14	8	804-811
Error Code Date	14	8	812-819
Error Code	15	8	820-827
Error Code Date	15	8	828-835
Error Code	16	8	836-843
Error Code Date	16	8	844-851
Error Code	17	8	852-859

A summary of the January 2013 Edit Specifications updates (Change 12) is as follows:

Part 1 (1.2) - Instructions	New and Revised Edits effective January 1, 2013
Part 2 - Edits Dictionary	<p>PL004160: Policy Number (cancelled)</p> <p>PI046010: Principal / Primary Residence Indicator</p> <p>PI046020: Principal / Primary Residence Indicator</p> <p>PL046030: Principal / Primary Residence Indicator</p> <p>PL046040: Principal / Primary Residence Indicator</p> <p>PL046050: Principal / Primary Residence Indicator</p> <p>PI046060: Principal / Primary Residence Indicator</p> <p>PI046070: Principal / Primary Residence Indicator</p> <p>PL046080: Principal / Primary Residence Indicator</p> <p>PL046090: Principal / Primary Residence Indicator</p> <p>PL046100: Principal / Primary Residence Indicator</p> <p>CL082030: Replacement Cost Indicator</p>

NATIONAL FLOOD INSURANCE PROGRAM

EDIT SPECIFICATIONS

FOR THE WRITE-YOUR-OWN PROGRAM

MAY 1, 2004

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	OCTOBER 1, 2009
CHANGE 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

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ARCHIVED APRIL 2018

NEW AND REVISED EDITS EFFECTIVE JANUARY 1, 2013

DATA ELEMENT -----	ORDER -----	ERROR CODE -----
POLICY NUMBER	60	PL004160
PRINCIPAL/PRIMARY RESIDENCE INDICATOR	10	PI046010
	20	PI046020
	30	PL046030
	40	PL046040
	50	PL046050
	60	PI046060
	70	PI046070
	80	PL046080
	90	PL046090
	100	PL046100
REPLACEMENT COST INDICATOR	30	CL082030

ARCHIVED APRIL 2018

EDIT DICTIONARY

DATA ELEMENT: POLICY NUMBER

EDIT CRITERIA

ORDER: 160

EFFECTIVE: 01/01/2011 REVISED: CANCELLED: 01/01/2013

EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL004160 ERROR TYPE: CRITICAL

ERROR MESSAGE: PREFERRED RISK POLICY DOES NOT MEET THE REQUIREMENTS FOR THE
TWO-YEAR PRP ELIGIBILITY EXTENSION.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

IF RISK RATING METHOD IS 'P' OR 'Q' AND THE POLICY
EFFECTIVE DATE IS ON OR AFTER JANUARY 1, 2011, THE POLICY
MUST MEET THE FOLLOWING CONDITIONS FOR THE EXTENDED
ELIGIBILITY.

- BUILDINGS THAT WERE NEWLY DESIGNATED WITHIN AN SPECIAL
FLOOD HAZARD AREA DUE TO A MAP REVISION ON OR AFTER
OCTOBER 1, 2008 AND BEFORE JANUARY 1, 2011 ARE ELIGIBLE
FOR A PREFERRED RISK POLICY FOR TWO (2) POLICY YEARS.
BUILDINGS AFFECTED BY THESE PREVIOUS MAP REVISIONS WILL
BE ELIGIBLE FOR THE PRP FOR THE TWO (2) POLICY YEARS
EFFECTIVE BETWEEN JANUARY 1, 2011 AND DECEMBER 31, 2012.
- BUILDINGS THAT ARE NEWLY DESIGNATED WITHIN A SPECIAL
FLOOD HAZARD AREA DUE TO MAP REVISION ON OR AFTER
JANUARY 1, 2011 WILL BE ELIGIBLE FOR A PREFERRED RISK
POLICY FOR TWO (2) POLICY YEARS FROM THE EFFECTIVE DATE
OF THE MAP REVISION.
- BUILDINGS MUST ALSO MEET THE PRP LOSS HISTORY
REQUIREMENTS. IF THERE ARE TWO CLAIMS OR DISASTER RELIEF
PAYMENTS FOR FLOOD LOSS OF \$1000 OR MORE, OR THREE LOSS
PAYMENTS OF ANY AMOUNT, THE STRUCTURE IS INELIGIBLE
FOR THE PRP.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

BASIC INFORMATION

FILE: POLICY STATUS: OPTIONAL ALIAS:
FIELD NAME: PRINCIPAL
UPDATE: REPLACEMENT
FORMAT: ONE (1) CHARACTER

EDIT CRITERIA

ORDER: 10
| EFFECTIVE: 10/01/1984 REVISED: 01/01/2013 CANCELLED:
EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: INFORMATIONAL
ERROR CODE: PI046010 ERROR TYPE: NON-CRITICAL
| ERROR MESSAGE: PRINCIPAL/PRIMARY RESIDENCE INDICATOR MUST BE ALPHABETIC AND A VALID
CODE.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

IF PROVIDED, MUST BE ALPHABETIC
(IF THE POLICY EFFECTIVE DATE IS PRIOR TO 05/01/2000).

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 20

| EFFECTIVE: 10/01/1984 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: INFORMATIONAL

ERROR CODE: PI046020 ERROR TYPE: NON-CRITICAL

| ERROR MESSAGE: PRINCIPAL/PRIMARY RESIDENCE INDICATOR NOT A VALID CODE.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

MUST BE A VALID CODE AS DESCRIBED IN THE WHO TRRP PLAN
(IF THE POLICY EFFECTIVE DATE IS PRIOR TO 05/01/2000)

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 30

| EFFECTIVE: 10/01/1984 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: POST RATING PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL046030 ERROR TYPE: NON-CRITICAL

| ERROR MESSAGE: THE BUILDING MAY NOT BE THE PRINCIPAL/PRIMARY RESIDENCE WHEN POLICY
IS FOR BUILDING IN COURSE OF CONSTRUCTION.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS PRIOR TO 05/01/2000 AND
THE BUILDING IN COURSE OF CONSTRUCTION IS 'Y',
THIS MUST BE 'N'.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 40

| EFFECTIVE: 10/01/1984 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: POST RATING PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL046040 ERROR TYPE: NON-CRITICAL

| ERROR MESSAGE: PRINCIPAL/PRIMARY RESIDENCE INDICATOR DOES NOT CORRESPOND WITH THE
OCCUPANCY TYPE.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS PRIOR TO 05/01/2000 AND
THE OCCUPANCY TYPE IS '4', MUST BE 'N'.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 50

| EFFECTIVE: 10/01/1984 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: POST RATING PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL046050 ERROR TYPE: NON-CRITICAL

| ERROR MESSAGE: CONDOMINIUM ASSOCIATION MAY NOT BE THE PRINCIPAL/PRIMARY RESIDENCE.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS PRIOR TO 05/01/2000 AND
THE CONDOMINIUM INDICATOR IS 'A', MUST BE 'N'.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 60

| EFFECTIVE: 05/01/2000 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: INFORMATIONAL

ERROR CODE: PI046060 ERROR TYPE: CRITICAL

| ERROR MESSAGE: PRINCIPAL/PRIMARY RESIDENCE INDICATOR MUST BE ALPHABETIC AND A VALID
CODE.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 05/01/2000:
MUST BE ALPHABETIC.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 70

| EFFECTIVE: 05/01/2000 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: EDIT PROCESSOR PROGRAM EDIT TYPE: INFORMATIONAL

ERROR CODE: PI046070 ERROR TYPE: CRITICAL

| ERROR MESSAGE: PRINCIPAL/PRIMARY RESIDENCE INDICATOR NOT A VALID CODE.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 05/01/2000:
MUST BE A VALID CODE AS DESCRIBED IN THE WYO TRRP PLAN.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 80

| EFFECTIVE: 05/01/2000 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: POST RATING PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL046080 ERROR TYPE: CRITICAL

| ERROR MESSAGE: THE BUILDING MAY NOT BE THE PRINCIPAL/PRIMARY RESIDENCE WHEN POLICY
IS FOR BUILDING IN COURSE OF CONSTRUCTION.

FAIL EDIT
UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 05/01/2000:

IF BUILDING IN COURSE OF CONSTRUCTION IS 'Y', THIS MUST BE
'N'.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 90

| EFFECTIVE: 05/01/2000 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: POST RATING PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL046090 ERROR TYPE: CRITICAL

| ERROR MESSAGE: PRINCIPAL/PRIMARY RESIDENCE INDICATOR DOES NOT CORRESPOND WITH THE
OCCUPANCY TYPE.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 05/01/2000:

IF OCCUPANCY TYPE IS '4', MUST BE 'N'.

EDIT DICTIONARY

| DATA ELEMENT: PRINCIPAL/PRIMARY RESIDENCE INDICATOR

EDIT CRITERIA

ORDER: 100

| EFFECTIVE: 05/01/2000 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: POST RATING PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: PL046100 ERROR TYPE: CRITICAL

| ERROR MESSAGE: CONDOMINIUM ASSOCIATION MAY NOT BE THE PRINCIPAL/PRIMARY RESIDENCE.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

IF THE POLICY EFFECTIVE DATE IS ON OR AFTER 05/01/2000:

IF CONDOMINIUM INDICATOR IS 'A', MUST BE 'N'.

EDIT DICTIONARY

DATA ELEMENT: REPLACEMENT COST INDICATOR

EDIT CRITERIA

ORDER: 30

EFFECTIVE: 10/01/1984 REVISED: 01/01/2013 CANCELLED:

EDIT LEVEL: EDIT PART I PROGRAM EDIT TYPE: RELATIONAL

ERROR CODE: CL082030 ERROR TYPE: CRITICAL

ERROR MESSAGE: REPLACEMENT COST INDICATOR INCORRECT. NOT ELIGIBLE FOR
REPLACEMENT COST COVERAGE.

FAIL EDIT

UPDATE ACTION: UPDATE

DESCRIPTION:

ON A CLOSED LOSS, IF THE BUILDING CLAIM PAYMENTS ARE
GREATER THAN ZERO, THEN THE REPLACEMENT COST INDICATOR
MUST BE 'A' IF ANY OF THE FOLLOWING IS PRESENT:

1. OCCUPANCY TYPE IS NOT '1' -OR-
2. TOTAL AMOUNT OF INSURANCE - BUILDING IS ZERO -OR-
3. CONDOMINIUM INDICATOR IS 'A', 'M', 'H' OR 'L' -OR-
4. PRINCIPAL/PRIMARY RESIDENCE INDICATOR IS 'N' -OR-
5. OCCUPANCY TYPE IS '1', '2', OR '3' AND THE
CONDOMINIUM INDICATOR IS 'H' OR 'L'