

| Section/Attribute | Description/Edit |
|-------------------|------------------|
|-------------------|------------------|

## POLICY

“POLICY” is the title of this section. It identifies the opening and closing of this xml section. This document provides additional reporting requirements of data under this section.

### Entity precedes Policy.

The process flag and/or change flag submitted for this section will be inherited unless otherwise indicated. Example: <POLICY process flag =“2”>.

**For eDAS, only one producer/entity nationwide per key (Approved Insurance Provider (field 1), Location State (field 3), Policy Number (field 5), Reinsurance Year (field 8)).**

### CHANGE\_FLAG (ATTRIBUTE)

If Process Flag = 2 or 5 certain data will be allowed to change after initial acceptance. Tags have been identified by flags below. Flag of ‘1’ will only be allowed to change data identified by ‘1’. Flag of ‘2’ will be allowed to change data identified by ‘1 or 2’. Flag of ‘3’ will be allowed to change any data.

Valid flags:

- 1 = general
- 2 = company approval
- 3 = RMA approval

Change flag will default to 2 unless otherwise indicated.

### PROCESS\_FLAG (ATTRIBUTE)

Valid flags:

- 1 = original
- 2 = modify
- 3 = delete
- 4 = validate (original)
- 5 = validate (modify)
- 6 = quote (only applicable for premium)
- 7 = retrieve
- 8 = cancel (only applicable for Livestock crop policy)
- 9 = re-instate (only applicable for Livestock crop policy)

Process flag will default to 1 unless otherwise indicated.

| No. | Tag                  | Key | Level of Change | IN/OUT | REQ/OPT/CON | Max Size | Picture | Description/Edit  |
|-----|----------------------|-----|-----------------|--------|-------------|----------|---------|---|
| 1*  | <INSURANCE_PROVIDER> | Y   | 3               | Y/Y    | REQ         | 2        | X(02)   | Edit with an Approved Insurance Provider/Company table.   |
| 2*  | <ENTITY_KEY_ID>      |     | 2               | Y/Y    | REQ         | 8        | 9(08)   | Required. Must have a matching Entity with this ID.   |
| 3*  | <LOCATION_STATE>     | Y   | 2               | Y/Y    | REQ         | 2        | 9(02)   | Edit with FIPS State table.   |
|     |                      |     | (3)             |        |             |          |         | Level of change = 3 for Livestock.  |
| 4*  | <COMPANY>            |     | 2               | Y/Y    | REQ         | 3        | 9(03)   | Policy Issuing Company, edit with company table.  |
| 5*  | <POLICY_NUMBER>      | Y   | 2               | Y/Y    | REQ         | 7        | 9(07)   | Must be > zeros and have an accepted agent, producer, and reviewer (if applicable) on the database.   |
| 6   | <BRANCH_OFFICE>      |     | 1               | Y/Y    | REQ         | 2        | X(02)   | Approved Insurance Provider branch office servicing policy.   |
| 7   | <FCIC_DT_TM>         |     | NA              | N/Y    | REQ         | 19       | X(19)   | FCIC Control Date and Time of process, format MM/DD/YYYY HH:MM:SS. There is a space between the YY and HH.  |
| 8*  | <REINSURANCE_YEAR>   | Y   | NA              | Y/Y    | REQ         | 4        | 9(04)   | The Reinsurance Year. Format YYYY.  |
| 9   | <AUTHORIZATION_NUM>  |     | 2               | Y/Y    | CON         | 5        | 9(05)   | Authorization Number provided by Reinsurance Services Division (RSD) approving the original, change or deletion. Change Flag must = 3 and Process Flag must = 1, 2, 3, 4 or 5. If changing a "Key" field with Level of Change = 2, Authorization Number assigned by administrative screen and Change Flag must = 2.   |
| 10  | <APPENDIX_IV_REVIEW> |     | 2               | Y/Y    | REQ         | 2        | X(02)   | Appendix IV Review Flag. Valid values are:<br>00 = Not Applicable<br>01 = Program Review<br>02 = Not used<br>03 = Conflict of Interest Review<br>04 = Not used<br>05 = Consecutive Loss Adjuster Review<br>06 = \$200,000 Claim Review<br>07 = \$500,000 Claim Review<br>08 = AIP Quality Control Review<br>09 = Spot Check List Review<br>See Note at end of record. |
| 11  | <SII_DT>             |     | 1               | Y/Y    | CON         | 10       | X(10)   | Successor In Interest Application Date. Application date of successor-in-interest. Format MM/DD/YYYY.   |

| No. | Tag                  | Key | Level of Change | IN/OUT | REQ/OPT/CON | Max Size | Picture | Description/Edit  |
|-----|----------------------|-----|-----------------|--------|-------------|----------|---------|---|
| 12  | <SII_PREVIOUS_NUM>   |     | 1               | Y/Y    | CON         | 7        | 9(07)   | Successor In Interest Policy Number. If field 11 has a date then previous policy number before successor-in-interest. |
| 13  | <A_PRGM_IND_CD_LST>  |     | NA              | N/Y    | CON         | 10       | X(10)   | Approved Program Indicator Code List.<br>“BF” = Beginning Farmer Rancher<br>“VF” = Veteran Farmer Rancher             |
| 14  | <TRANS_SEQUENCE_NUM> |     | NA              | N/Y    | REQ         | 8        | 9(08)   | Transaction Sequential Number assigned to each transaction number processed by eDAS.                                  |
| 15  | <TRANS_RECORD_NUM>   |     | NA              | N/Y    | REQ         | 6        | 9(06)   | Transaction Record Number   |
| 16  | <TRANSACTION_FLAG>   |     | NA              | N/Y    | REQ         | 1        | X(01)   | If section accepted, flag = Y. If rejected, flag = N. If deleted, flag = D. If cancel, flag = C.                      |

Notes: Key fields are: Approved Insurance Provider (field 1), Location State (field 3), Policy Number (field 5), Reinsurance Year (field 8)

Key fields with Level of Change = 3 will be allowed with RMA approval. When a company submits this information, eDAS will change all other associated data to the new information.

Key fields with Level of Change = 2 requiring a change to that field, company will use an administrative screen to identify this change. eDAS will use this information to verify the data when submitted.

#### Appendix IV Review Flag

If the AIP reviews the record once, use values from referenced field (field 10). For a subsequent review of the same record they would use a combo number such as ‘17’ for a program review followed by a \$500,000 claim review.

Information regarding column headers:

- 1) ‘Tag’ identifies the naming convention used in creation of XML.
- 2) ‘Key’ identifies the tags that are key to the validation/storage of data.
- 3) ‘Level of Change’ identifies the data that is allowed to change and at what level according to Change Flag.
- 4) ‘IN/OUT’ identifies the direction of data, IN for input and OUT for output with flags ‘N’ (NO) and ‘Y’ (YES).
- 5) ‘REQ/OPT/CON’ identifies if the data is required (REQ), optional (OPT), or conditional (CON). If optional or conditional and there is no data to report the tag is not used.
- 6) ‘Max Size’ is the maximum size of data allowed for that tag.
- 7) ‘Picture’ identifies the type of data expected.
- 8) ‘Description/Edit’ gives additional information.

On an update, only the key fields that define the sections are required plus any changed fields or new sections.