REVIEWER REQUIREMENTS FOR eDAS

Format/Edits

Section/Attribute	Description/Edit
REVIEWER	"REVIEWER" is the title of this section. It identifies the opening and closing of the xml transaction for a reviewer. This document provides additional reporting requirements of data under this section. **Reviewer precedes Premium if applicable.**
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.

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No.	Tag	Key	Level of Change	IN/ OUT	REQ/ OPT/ CON	Max Size	Picture	Description/Edit
	<INSURANCE_ PROVIDER>	Y	3	Y/Y	REQ	2	X(02)	Edit with Approved Insurance Provider/Company table.
2	<REINSURANCE _ YEAR>	Y	NA	Y/Y	REQ	4	9(04)	Must = Reinsurance Year.
3	<REVIEWER_SSN>	Y	2	Y/Y	REQ	9	X(09)	A valid SSN for the Reviewer. Validate to SSA file and ITS file. Must be 9 digits.
4	<REVIEWER_ID>		1	Y/Y	OPT	9	X(09)	Reviewer Identification Code can only reference one SSN for an approved insurance provider. Alpha/numeric. Reviewer ID Code cannot equal Reviewer SSN.
5	<ACTIVE_FLAG>		1	Y/Y	REQ	1	X(01)	Must be: Y = Yes, active N = No, inactive
6	<INACTIVE _DT>		1	Y/Y	CON	10	X(10)	Inactive Date required if field 5 (Active Flag) = N. Format MM/DD/YYYY. Numeric with slashes. Must be ≥ processing date but ≤ 06/30 for the reinsurance year submitted.
7	<LAST_NAME>		1	Y/Y	REQ	20	X(20)	Reviewer Last Name. Requires a minimum of 2 characters, Alpha including (-), (.), ( ), (‘), (,).
8	<FIRST_NAME>		1	Y/Y	REQ	10	X(10)	Reviewer First Name. Must not be blank, Alpha including (-), (.), ( ), (‘), (,).
9	<MIDDLE_NAME>		1	Y/Y	OPT	10	X(10)	Reviewer Middle Name. Alpha including (-), (.), ( ), (‘), (,).
10	<SUFFIX>		1	Y/Y	OPT	5	X(05)	Reviewer Name Suffix (e.g. SR, JR, II, etc.). Alpha including (-), (.), ( ), (‘), (,).
11	<TITLE>		1	Y/Y	OPT	4	X(04)	Reviewer Title (i. e. Dr, etc.). Alpha including (-), (.), ( ), (‘), (,).
12	<ADDRESS_ STATE>		1	Y/Y	REQ	2	X(02)	Enter alpha state abbreviation for zip code submitted. If a foreign country, enter ‘ZZ’.

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No.	Tag	Key	Level of Change	IN/ OUT	REQ/ OPT/ CON	Max Size	Picture	Description/Edit
13	<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.
14	<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.
15	<TRANS_ SEQUENCE_NUM>		NA	N/Y	REQ	8	9(08)	Transaction Sequential Number assigned to each transaction number processed by eDAS.
16	<TRANS_RECORD_ NUM>		NA	N/Y	REQ	6	9(06)	Transaction Record Number
17	<TRANSACTION_ FLAG>		NA	N/Y	REQ	1	X(01)	If transaction accepted, flag = Y. If rejected, flag = N. If deleted, flag = D. If cancel, flag = C.

Notes: Key fields are: Approved Insurance Provider (field 1), Reinsurance Year (field 2), and Reviewer SSN (field 3)

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.

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 section(s).