

Section/Attribute	Description/Edit
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AGENT

“AGENT” is the title of this section. It identifies the opening and closing of the xml transaction for an agent. This document provides additional reporting requirements of data under this section.

Agent precedes Crop Policy.

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 (not applicable for AGR/AGR-L)
- 9 = delete of a policy (& crop, if applicable) if no premium

Process flag will default to 1 unless otherwise indicated.

Exhibit 112
AGENT REQUIREMENTS FOR eDAS
 Format/Edits

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 Insurance Provider/Company table.
2	<REINSURANCE_YEAR>	Y	NA	Y/Y	REQ	4	9(04)	Must = Reinsurance Year.
3	<AGENT_SSN>	Y	2	Y/Y	REQ	9	X(09)	A valid SSN for the certified agent. Validate to SSA file and ITS file. Must be 9 digits.
4	<AGENT_USER_ID>		1	Y/Y	CON	10	X(10)	Need only if using RMA WEB applications. Must be unique for each SSN within insurance provider. Minimum of 3 characters.
5	<AGENT_PASSWORD>		1	Y/Y	CON	32	X(32)	Need only if using RMA WEB applications. Must be unique for each SSN within insurance provider. Format: MD5 Hash, 0 – 9, A – F.
6	<LAST_NAME>		1	Y/Y	REQ	20	X(20)	Last name of agent. Requires a minimum of 2 characters, alpha only (except - space, period, dash).
7	<FIRST_NAME>		1	Y/Y	REQ	12	X(12)	First name of agent. Must not be blank, alpha only (except – space, period, dash).
8	<MIDDLE_NAME>		1	Y/Y	OPT	10	X(10)	Middle name of agent. Alpha only (except – space, period, dash).
9	<SUFFIX>		1	Y/Y	OPT	5	X(05)	Suffix (e.g. SR, JR, II, etc.) of agent. Alpha only (except – space, period, dash).
10	<TITLE>		1	Y/Y	OPT	4	X(04)	Title (e.g. DR, etc.) of agent. Alpha only (except – space, period, dash).
11	<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.
12	<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.

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No.	Tag	Key	Level of Change	IN/OUT	REQ/OPT/CON	Max Size	Picture	Description/Edit
13	<TRANS_SEQUENCE_NUM>		NA	N/Y	REQ	8	9(08)	Transaction Sequential Number assigned to each transaction number processed by eDAS.
14	<TRANS_RECORD_NUM>		NA	N/Y	REQ	6	9(06)	Transaction Record Number
15	<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.
**	<AGENT_DETAIL>	**						The beginning of agent information at a detail level.
16	<DETAIL_NUM>	Y	NA	Y/Y	REQ	3	9(03)	Agent Detail Number. Multiple sets may be reported with a unique number. Must be ≥ 1 or ≤ 999 . Detail number represents a separate agency (ie Agent ID code).
17	<DIRECTORY_STATE>		1	Y/Y	REQ	2	9(02)	Agent Directory State. Edit with FIPS State table. Must submit one record for each state serviced.
18	<DIRECTORY_COUNTY>		1	Y/Y	REQ	1000	X(1000)	Agent Directory County. Must be a valid FIPS county code and used to facilitate Agent Directory. Multiple counties may be submitted for an agent with "comma delimited", leading zeros not necessary. Example: <DIRECTORY_COUNTY> 1,2,215<DIRECTORY_COUNTY>
19	<ACTIVE_FLAG>		1	Y/Y	REQ	1	X(01)	Must be: Y = Yes, active N = No, inactive
20	<INACTIVE_DT>		1	Y/Y	CON	10	X(10)	Inactive Date required if field 19 (Active Flag) = N. Format MM/DD/YYYY. Numeric with slashes. Must be \geq processing date but \leq 06/30 for the reinsurance year submitted.

No.	Tag	Key	Level of Change	IN/OUT	REQ/OPT/CON	Max Size	Picture	Description/Edit
21	<INS_PLAN_LIST>		1	Y/Y	REQ	50	X(50)	<p>Insurance Plan Code List. Multiple insurance plans may be submitted for an agent with "comma delimited". Example: <INS_PLAN_LIST>61,63</INS_PLAN_LIST></p> <p>Note: This new format will not be used for Livestock. Livestock agents will still be reported under Exhibit 110 for 2004. However, companies can report the livestock plans so when a company rolls their data for 2005 that information will be there.</p>
22	<INS_PLAN_LIST_WEB>		2	Y/Y	OPT	50	X(50)	<p>Insurance Plan List Web. To provide companies the ability to limit access to the RMA web application for an agent. If limiting, submit only the insurance plan(s) for which agent should have access. An agent will still have access if this tag IS NOT submitted. Multiple insurance plans may be submitted for an agent with "comma delimited". Example: <INS_PLAN_LIST_WEB>61,63,</INS_PLAN_LIST_WEB></p> <p>Note: This new tag will not be used for 2004 Livestock. However, companies can report the livestock plans, if limiting access, so when a company rolls their data for 2005 that information will be there.</p>
23	<TYPE_ID_CODE>		1	Y/Y	REQ	1	X(01)	<p>Type of ID Code. Must be: A = Agent U = Unlisted Agent</p>
24	<AGENT_ID_CODE>		1	Y/Y	REQ	9	X(09)	<p>An Agent-ID can only reference one SSN. Alpha/numeric.</p>
25	<AGENCY_NAME>		1	Y/Y	REQ	35	X(35)	<p>Business name of agent's location.</p>
26	<AGENT_ADDRESS>		1	Y/Y	REQ	35	X(35)	<p>Enter location or street address of agent office. Do not enter post office box.</p>
27	<CITY>		1	Y/Y	REQ	35	X(35)	<p>If State code = 'ZZ' enter foreign city and country.</p>

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No.	Tag	Key	Level of Change	IN/OUT	REQ/OPT/CON	Max Size	Picture	Description/Edit
28	<ADDRESS_ COUNTY>		1	Y/Y	REQ	3	9(03)	Edit with county table unless State code = 'ZZ'. Must be valid for zip code submitted.
29	<ADDRESS_ STATE>		1	Y/Y	REQ	2	X(02)	Enter alpha state abbreviation for zip code submitted. If a foreign country, enter 'ZZ'.
30	<ZIP_CODE>		1	Y/Y	REQ	5	X(05)	If State NE 'ZZ' must be a valid US zip code.
31	<ZIP_ EXTENSION>		1	Y/Y	OPT	4	X(04)	Must be numeric.
32	<PHONE_ NUMBER>		1	Y/Y	REQ	10	X(10)	Must be numeric.
33	<PHONE_ EXTENSION>		1	Y/Y	OPT	6	X(06)	Must be numeric.
34	<FILE_ RETENTION_FLG>		1	Y/Y	REQ	1	X(01)	File Retention Flag. Enter 'Y' if agent retains the official file folder for the policy services, enter 'N' if not.
35	<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.
36	<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.
**	</AGENT_ DETAIL>	**						End of agent information at detail level.

Notes: Key fields are: Insurance Provider (field 1), Reinsurance Year (field 2), and Agent 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.

No.	Tag	Key	Level of Change	IN/OUT	REQ/OPT/CON	Max Size	Picture	Description/Edit
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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's 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's 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).