ENTITY REQUIREMENTS FOR eDAS

Format/Edits

Section/Attribute	Description/Edit
ENTITY	"ENTITY" is the title of this section. It identifies the opening and closing of the xml transaction for an entity. This document provides additional reporting requirements of data under this section. **Entity precedes SBI.** The process flag and/or change flag submitted for this section will be inherited unless otherwise indicated. Example: <ENTITY process flag ="2">.
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.

ENTITY 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 an Approved Insurance Provider/Company table.
2*	<ID_TYPE>		2	Y/Y	REQ	1	9(01)	Must be one of the following: 1 = SSN, 2 = EIN, 5 = BIA Number. (See Exhibit 121-1 for valid combinations)
3*	<ID_NUMBER>		2	Y/Y	REQ	9	X(09)	If ID Type equals: '1' then Social Security Number (Numeric), '2' then EIN Number (Numeric, > zero), '5' then Bureau of Indian Affairs No. (may be alpha-numeric). See Note at end regarding Non-Citizen SSN Reporting. (See Exhibit 121-1 for valid combinations). Edit to SSA file and ITS database. Edit for duplicate coverage.
4*	<ENTITY_TYPE>		2	Y/Y	REQ	1	X(01)	Must be one of the following: A = Public Schools B = Bureau of Indian Affairs C = Corporation D = Estates E = Associations, Clubs, Private Schools, and/or Other Tax-Exempt Organizations (religious) G = Receiver or Liquidator H = Public Agency (State) I = Individual J = Joint Operators/Co-Owners/Joint Ventures P = Partnership R = Revocable Trusts S = Spousal (Married) T = Irrevocable Trusts V = Public Agency (County) W = Public Agency (City) X = Individual Operating as Company Y = Limited Liability Company (LLC) (See Exhibit 121-1 for valid combinations)

ENTITY REQUIREMENTS FOR eDAS

Format/Edits

No.	Tag	Key	Level of Change	IN/ OUT	REQ/ OPT/ CON	Max Size	Picture	Description/Edit
5*	<ENTITY_KEY_ID>	Y	2	Y/Y	REQ	8	9(08)	Required. Entity Key ID unique within an Approved Insurance Provider to represent an Entity based on ID Type, ID Number, and Entity Type.
6	<LAST_NAME>		1	Y/Y	CON	20	X(20)	Producer Last Name, see Exhibit 121-1 for Reporting Requirements. If 'FLB', Producer Last Name is required if Business name is blank. If 'BUS' leave Producer Last Name blank. Any entry requires a minimum of 2 characters, Alpha including (-), (.), ( ), ('), (,).
7	<FIRST_NAME>		1	Y/Y	CON	10	X(10)	Producer First Name, see Exhibit 121-1 for Reporting Requirements. If 'FLB', Producer First Name is required if Business name is blank. If 'BUS' leave Producer First Name blank. Alpha including (-), (.), ( ), ('), (,).
8	<MIDDLE_NAME>		1	Y/Y	OPT	10	X(10)	Producer Middle Name. Alpha including (-), (.), ( ), ('), (,).
9	<SUFFIX>		1	Y/Y	OPT	5	X(05)	Producer Name Suffix (e.g. SR, JR, II, etc.). Alpha including (-), (.), ( ), ('), (,).
10	<TITLE>		1	Y/Y	OPT	4	X(04)	Producer Title (e.g. DR, etc.). Alpha including (-), (.), ( ), ('), (,).
11	<BUSINESS_ NAME>		1	Y/Y	CON	35	X(35)	Business Name. See Exhibit 121-1 for reporting requirements. Alphanumeric including (-), (,), (.), ( ), ('), (&), (%), (*), (+), (#).
12	<EMPLOYEE>		1	Y/Y	REQ	1	X(01)	Must be one of the following: A = Agent or Adjuster B = Business, Financial, Legal or Familial relationship or a person with a substantial interest in the policyholder. See Note at end of Exhibit. C = Company Employee E = RMA Employee N = None of the Above R = Relative of Company Employee

ENTITY REQUIREMENTS FOR eDAS

Format/Edits

No.	Tag	Key	Level of Change	IN/ OUT	REQ/ OPT/ CON	Max Size	Picture	Description/Edit
13	<UNINS_SBI_FLG>		1	Y/Y	CON	1	X(01)	Uninsurable SBI Flag. If a SBI does not have, or does not provide, a valid ID number and the primary entity share has been reduced, flag = 'Y'.
14	<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.
15	<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.
16 *	<REINSURANCE_ YEAR>	Y	NA	Y/Y	REQ	4	9(04)	The Reinsurance Year. Format YYYY.
17	<TRANS_ SEQUENCE_NUM>		NA	N/Y	REQ	8	9(08)	Transaction Sequential Number assigned to each transaction number processed by eDAS.
18	<TRANS_RECORD_ NUM>		NA	N/Y	REQ	6	9(06)	Transaction Record Number
19	<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.
******	**<ENTITY_ DETAIL>**	******						**The beginning of entity information at a detail level.**
20	<DETAIL_NUM>	Y	NA	Y/Y	REQ	3	9(03)	Entity Detail Number. Multiple records with an unique number. Must be ≥ 1 or ≤ 999.
21	<ADDRESS_ LINE_1>		1	Y/Y	REQ	35	X(35)	Address Line 1. Alphanumeric including (-), (,), (.), ( ), (&), (%), (#), (/).
22	<ADDRESS_ LINE_2>		1	Y/Y	OPT	35	X(35)	Address Line 2. Alphanumeric including (-), (,), (.), ( ), (&), (%), (#), (/).
23	<CITY>		1	Y/Y	REQ	35	X(35)	If State code = 'ZZ' enter foreign city and country.
24	<ADDRESS_ STATE>		1	Y/Y	REQ	2	X(02)	Enter Alpha state abbreviation. Edit with FIPS State Table. 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
25	<ADDRESS_ COUNTY>		1	Y/Y	REQ	3	9(03)	Edit with county table. Must be valid for zip code submitted.
26	<ZIP_CODE>		1	Y/Y	REQ	5	X(05)	If State NE 'ZZ' must be a valid US zip code. Edit with lookup table for current address state and county.
27	<ZIP_EXTENSION>		1	Y/Y	OPT	4	X(04)	Must be numeric.
28	<PHONE_ NUMBER>		1	Y/Y	REQ	10	X(10)	Must be numeric and > zero. If a producer does not have a phone number submit all 5's.
29	<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.
30	<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.
**	**</ENTITY_ DETAIL>**	**						**End of entity information at a detail level.**

Notes: Key fields are: Approved Insurance Provider (field 1), Entity Key ID (field 5), Reinsurance Year (field 16)

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.

* Data elements that must be accepted to meet timely reporting of an eligible crop insurance contract for AGR/AGR-L.

Non-Citizen SSN Reporting:

MGR-05-008 does not apply to the current products that are processed by eDAS. The following information still applies.

In accordance with the Federal Crop Insurance Act and the Common Crop Insurance Policy Basic Provisions, the submission of a Social Security Number (SSN) or Employer Identification Number (EIN) is required to participate in the multiple peril crop insurance program or Livestock Insurance Program. Additionally, the Standard Reinsurance Agreement and Livestock Price Reinsurance Agreement definitions provide that an eligible crop insurance contract is for an eligible producer who possesses an EIN or SSN. If

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

the non-citizen cannot provide a SSN, even if it is due to not being eligible for a SSN, the amount of coverage for all crops included on the application must be reduced proportionately by the percentage interest in the insured of such persons in accordance with Section 2(b)(2(i) of the Basic Provisions.

Consistent with current policy provisions and the Act, RMA's systems require a SSN for all individuals, including non-citizens, receiving benefits through the crop insurance program either as a policyholder or as a person with substantial beneficial interest in a policyholder. Securing of a SSN will be the sole responsibility of those individuals needing such and RMA will not provide a letter or other recommendations on behalf of the individual to obtain such. They must meet all requirements of the Social Security Administration under their current operating procedures.

Employee
Refer to SRA section IF, F, 4, h

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).