



2019 CALL HIGHLIGHTS

INLAND MARINE CALL

There are **no changes** for the 2019 Inland Marine Call.



January 1, 2019

Call IM-2019

To: NISS Member Companies

Re: 2019 Inland Marine Call

With this letter we are sending you instructions for reporting the 2019 Inland Marine Call.

The due date for submitting the 2019 Inland Marine Call is:

May 1, 2019

All reports of experience (Original Submissions and Refiles) should be submitted via the NISS Member Company website at www.niss-stat.org.

All parts of a Refile should be marked “**Refile**”.

This Call has been assembled into **three** sections as listed below. We suggest that you use this letter as a guide while studying the material. Also, please execute and submit any required materials as instructed.

I. General Instructions

This section describes the method of compiling statistics to be reported as well as instructions setting forth the statistical requirements of this Call.

II. Reporting Instructions and Record Layouts

This section includes the following information:

1. Instructions for Reporting Data Submissions – The information herein explains in detail how each field is to be completed.
2. Instructions for Completing Letter of Transmittal – The information herein explains how this form is to be completed.
3. Instructions for Reporting Transmittals Electronically – The information herein explains how each field in both the State Transmittal Record and the Countrywide Summary Record is to be completed.

**National
Independent
Statistical
Service**

3601 Vincennes Road

P.O. Box 68950

Indianapolis, Indiana 46268-0950

317.876.6200

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<http://www.niss-stat.org>

III. Transmittals and Forms

This section includes the following forms:

- Form 2019IM-T
- Form 2019AS-RW-WP
- Form 2019AS-RW-PL
- Form 2019IM-K

Please contact NISS if you have any questions or need additional information about this Call.

Very truly yours,

A handwritten signature in black ink that reads "Theresa A Szwas". The signature is written in a cursive style with a horizontal line at the end.

Theresa A. Szwas
President & CEO

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL

SECTION I

GENERAL INSTRUCTIONS

ALL STATES EXCEPT:

TEXAS

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL GENERAL INSTRUCTIONS ALL STATES EXCEPT TX

Data to be Reported

Written Premium * †	-	2018 Calendar Year Transactions
Paid Losses * (Excluding Paid Allocated Claim Adjustment Expenses)	-	2018 Calendar Year Transactions
Number of Paid Claims	-	2018 Calendar Year Transactions
Outstanding Losses ‡	-	As of December 31, 2018
Number of Outstanding Claims	-	As of December 31, 2018

* 2018 Calendar Year Transactions require the reporting of all premium and paid loss transactions recorded during the period of January 1, 2018 through December 31, 2018, irrespective of the effective date of the policy.

† The total Written Premium and Paid Losses reported for each state must agree with Statutory Page 14 (Columns 1 and 5, respectively) of your Annual Statement. NISS will reconcile Member Company statistical data with Statutory Page 14. Companies must provide an explanation to NISS when the differences exceed NISS tolerances. Member Companies should use the Annual Statement Reconciliation Worksheets (Form 2019AS-RW-WP and 2019-AS-RW-PL) found in the Forms section of this Call to explain any differences. Wherever possible, this form should accompany the Letter of Transmittal.

‡ Outstanding Losses as of December 31, 2018 are to be valued as of December 31, 2018. All outstanding losses, irrespective of effective year, are to be reported.

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL

SECTION II

REPORTING INSTRUCTIONS AND RECORD LAYOUTS

ALL STATES EXCEPT:

TEXAS

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Instructions for Reporting Data Submissions

There are two format options for submitting data to NISS: Fixed Record Length (.txt format) or Comma Delimited (.csv format). Instructions for reporting in these formats follow below and apply to both data submissions and electronic transmittal (state and summary) records.

Submitting Fixed Record Length Files (.txt format):

All coding generated must be ASCII fixed record length. Each record must be the exact image of the record(s) described in the record layout. Records within the file may be in any order.

In the record layout, there is a column titled Field Type (Size) that distinguishes the text fields from the numeric fields and displays the size for each field.

Report whole dollars only. Rounding, when required, is accomplished by adding an absolute \$0.50 to the absolute value of the field and then dropping the cents. For example, a negative \$7.51 would round to a negative \$8.00 and a negative \$7.49 would round to a negative \$7.00. No alphanumeric characters should be reported except where asked for in a Call.

The numeric fields must be right justified with leading zeroes. These fields are signed numeric fields with a signed numeric digit in the last position. For a detailed explanation of signed numeric digits, please refer to NISS Bulletin No. 03-2019.

Submitting Comma Delimited Files (.csv format):

With this option, commas are the delimiter. Do not type in the literal commas in any field. If you do, the commas will save as characters and will import as such. For example, a value of -1,234 should be submitted as: -1234.

In the record layout, there is a column titled Field Type (Size) that distinguishes the text fields from the numeric fields and displays the size for each field.

The text fields must contain all of the positions listed under the Field Type (Size) column. For example, Territory Code 005 should be reported as 005 instead of 5.

Report whole dollars only. Rounding, when required, is accomplished by adding an absolute \$0.50 to the absolute value of the field and then dropping the cents. For example, a negative \$7.51 would round to a negative \$8.00 and a negative \$7.49 would round to a negative \$7.00.

Since the numeric field sizes are variable, leading zeros and spaces should be omitted. Negative numbers must be submitted as a dash before the number (without a space between the negative and number). For example, a negative one hundred dollar premium should be submitted as: -100.

For fields not applicable, report blank. For blank fields, report blank. The following is an example of how a blank field should be reported when preceded by and followed by applicable fields: ...001,,999...

File names must end with the .csv extension to distinguish it as a comma delimited file. Also, records within the file may be in any order.

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Data Record Layout

<u>Field</u>	<u>Field Name</u>	<u>Description</u>	<u>Field Type (Size)</u>
1-3	Company Number	Assigned by NISS.	Text (3)
4	Blank		
5	Calendar Year	Use last digit of Calendar Year reported.	Text (1)
6	Call Year	Use last digit of Call Year reported.	Text (1)
7-8	State Code	State code for which experience is being reported.	Text (2)
9	Line Code	For Inland Marine use code "6".	Text (1)
10-11	Blank		
12-13	Item Code	Use code "01".	Text (2)
14-17	Blank		
18-21	Classification Code	See Statistical Plan for codes.	Text (4)
22-31	Blank		
32-39	Written Premium	Report direct business only.	Numeric: Fixed Length (8) CSV (variable)
40-47	Paid Losses Excluding Allocated Loss Adjustment Expenses	See Statistical Plan for definitions.	Numeric: Fixed Length (8) CSV (variable)
48-55	Outstanding Losses	See Statistical Plan for definitions.	Numeric: Fixed Length (8) CSV (variable)
56-60	Number of Paid Claims	To indicate the number of Paid Claims. A claim partially paid and partially outstanding must be counted only once (may be counted paid or outstanding).	Numeric: Fixed Length (5) CSV (variable)

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Data Record Layout (Continued)

<u>Field</u>	<u>Field Name</u>	<u>Description</u>	<u>Field Type (Size)</u>
61-65	Number of Outstanding Claims	To indicate the number of Outstanding Claims. A claim partially paid and partially outstanding must be counted only once (may be counted paid or outstanding).	Numeric: Fixed Length (5) CSV (variable)
66-68	Blank		
69	Terrorism Coverage Code	See Statistical Plan for codes.	Text (1)
70-74	Blank		
75	Cause of Loss Code	Losses and Claims only.	Text (1)
76-78	Annual Statement Line of Business Code	See Statistical Plan for codes.	Text (3)
79-80	Blank		
81-100	Reserved for Company Use		

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Instructions for Reporting Transmittals

Transmittals must always accompany each submission of statistical data reported to NISS to allow NISS to balance to the data received.

There are two options you can use for submitting transmittals to NISS: Transmittal Forms (Excel Format) or Electronic Transmittal Records. Instructions for reporting Transmittals using these options follow below.

Submitting Transmittal Forms (Excel Format) - Form 2019IM-T

The Transmittal Forms can be found on the Calls page of the NISS website.

Companies must enter the totals of experience for each state on the appropriate state line. If you have acknowledged states on your Verification of Experience (VE) Call but have no experience to report for one or more of those states, enter “0” for those states on the transmittal.

If you have nothing to report (“NTR”) for this Call, you do not need to submit a Transmittal. Instead, be sure to select “NTR” in the appropriate section of the upload form on the NISS website.

Submitting Electronic Transmittal Records

Electronic transmittal records can be included on the same file as the data records or submitted as separate files, following the transmittal record layout defined in this Call. Both T (Transmittal) and S (Summary) records are required.

Refer to the previous “Instructions for Reporting Data Submissions” in this Call for the two format options for submitting electronic transmittals records.

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Transmittal Record Layout – State Totals

When submitting a transmittal using the electronic option, companies must complete and include both Transmittal State Total record(s) and a Summary (Countrywide) Record Count record.

Information should be shown using this exact arrangement. The information in each column should follow the instructions set forth below:

<u>Field</u>	<u>Field Name</u>	<u>Description</u>	<u>Field Type (Size)</u>
1-3	Company Number	Assigned by NISS.	Text (3)
4	Blank		
5	Calendar Year	Use last digit of Calendar Year reported.	Text (1)
6	Call Year	Use last digit of Call Year reported.	Text (1)
7-8	State Code	State code for which experience is being reported.	Text (2)
9	Line Code	For Inland Marine use code “6”.	Text (1)
10	Refile Indicator Code	For Refiles use code “R”, otherwise report blank.	Text (1)
11	Blank		
12	NTR Indicator Code	Code “N” for states you had indicated on the VE that you would report, but have no data to report, otherwise report blank.	Text (1)
13-22	Blank		
23-33	Written Premium	Report direct business only.	Numeric: Fixed Length (11) CSV (variable)
34-44	Paid Losses Excluding Allocated Loss Adjustment Expenses	See Statistical Plan for definitions.	Numeric: Fixed Length (11) CSV (variable)
45-55	Outstanding Losses	See Statistical Plan for definitions.	Numeric: Fixed Length (11) CSV (variable)

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Transmittal Record Layout – State Totals (Continued)

<u>Field</u>	<u>Field Name</u>	<u>Description</u>	<u>Field Type (Size)</u>
56-62	Number of Paid Claims	To indicate the number of Paid Claims. A claim partially paid and partially outstanding must be counted only once (may be counted paid or outstanding).	Numeric: Fixed Length (7) CSV (variable)
63-69	Number of Outstanding Claims	To indicate the number of Outstanding Claims. A claim partially paid and partially outstanding must be counted only once (may be counted paid or outstanding).	Numeric: Fixed Length (7) CSV (variable)
70-79	Blank		
80	Transmittal Identifier Code	For Transmittal State Totals use code "T".	Text (1)
81-100	Blank		

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL REPORTING INSTRUCTIONS AND RECORD LAYOUTS ALL STATES EXCEPT TX

Summary Record Layout – Countrywide Record Count

When submitting a transmittal using the electronic option, companies must complete and include both Transmittal State Total record(s) and a Summary (Countrywide) Record Count record.

Information should be shown using this exact arrangement. The information in each column should follow the instructions set forth below:

<u>Field</u>	<u>Field Name</u>	<u>Description</u>	<u>Field Type (Size)</u>
1-3	Company Number	Assigned by NISS.	Text (3)
4	Blank		
5	Calendar Year	Use last digit of Calendar Year reported.	Text (1)
6	Call Year	Use last digit of Call Year reported.	Text (1)
7-8	Blank		
9	Line Code	For Inland Marine use code “6”.	Text (1)
10	Refile Indicator Code	For Refiles use code “R”, otherwise report blank.	Text (1)
11-65	Blank		
66-77	Record Count	Submission Record Count. Data records only should be counted (i.e., do not include the transmittal records with the count).	Numeric: Fixed Length (12) CSV (variable)
78-79	Blank		
80	Transmittal Identifier Code	For Summary (Countrywide) Totals use code “S”.	Text (1)
81-100	Blank		

NATIONAL INDEPENDENT STATISTICAL SERVICE

2019 INLAND MARINE CALL

SECTION III

TRANSMITTALS AND FORMS

ALL STATES EXCEPT:

TEXAS



**NATIONAL
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The _____
(Company Name) _____ (Company Number)

herewith submits experience for the 2019 Call for Inland Marine Experience.
(Call Year)

Inland Marine Call - Letter of Transmittal

STATE & NUMBER		WRITTEN PREMIUM	PAID LOSSES EXCLUDING ALAE	OUTSTANDING LOSSES	NUMBER OF PAID CLAIMS	NUMBER OF OUTSTANDING CLAIMS
AL	01					
AZ	02					
AR	03					
CA	04					
CO	05					
CT	06					
DE	07					
DC	08					
FL	09					
GA	10					
ID	11					
IL	12					
IN	13					
IA	14					
KS	15					
KY	16					
LA	17					
ME	18					
MD	19					
MA	20					
MI	21					
MN	22					
MS	23					

STATE & NUMBER		WRITTEN PREMIUM	PAID LOSSES EXCLUDING ALAE	OUTSTANDING LOSSES	NUMBER OF PAID CLAIMS	NUMBER OF OUTSTANDING CLAIMS
MO	24					
MT	25					
NE	26					
NV	27					
NH	28					
NJ	29					
NM	30					
NY	31					
NC	32					
ND	33					
OH	34					
OK	35					
OR	36					
PA	37					
RI	38					
SC	39					
SD	40					
TN	41					
TX	42					
UT	43					
VT	44					
VA	45					
WA	46					
WV	47					
WI	48					
WY	49					
HI	52					
AK	54					
PR	58					
ALL STATES						



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The _____
(Company Name) (Company No.)

herewith submits the Annual Statement Reconciliation Worksheet for the 2019 Call Year.

The Key for A/S Line of Business, Call and Reason Code is listed on the back of this Worksheet.

Annual Statement Reconciliation Worksheet - Written Premiums

CO. #	STATE	A/S LINE OF BUSINESS	CALL	WRITTEN PREMIUM RECONCILIATION DIFFERENCE AMOUNT	REASON CODE	COMMENTS



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Annual Statement Reconciliation Worksheet - Key

A/S Line of Business

010 Fire
021 Allied Lines Including Glass
025 Private Flood
030 Farmowners
040 Homeowners
051 Commercial Multiple Peril (Non-Liability Portion)
052 Commercial Multiple Peril (Liability Portion)
090 Inland Marine
110 Medical Malpractice
120 Earthquake
171 Other Liability-Occurrence (excluding Excess WC)
172 Other Liability-Claims Made (excluding Excess WC)
180 Products Liability
191 Private Passenger Auto No-Fault
192 Other Private Passenger Auto Liability
193 Commercial Automobile No-Fault
194 Other Commercial Automobile Liability
211 Private Passenger Auto Physical Damage
212 Commercial Automobile Physical Damage
230 Fidelity
240 Surety
260 Burglary and Theft
270 Boiler and Machinery
300 Warranty
340 Aggregate Write-ins for Other Lines of Business

Calls

A Automobile
AQR North Carolina Automobile - Quarterly
ARP Assigned Risk Automobile - Quarterly
BR Burglary and Theft
CLSP Commercial Lines Statistical Plan
FO Farmowners
FS Fidelity, Forgery and Surety
GL Annual General Liability
HO Homeowners, Dwellings, and Mobilehomes
IM Inland Marine
SAR Special Annual Report

Reason Codes

1 Written Premiums and Paid Losses reported to another stat agent
2 Written Premiums and Paid Losses reported as Private Passenger Auto on Statutory Page 14, but reported to NISS as Commercial Auto
3 Written Premiums and Paid Losses reported as Commercial Auto on Statutory Page 14, but reported to NISS as Private Passenger Auto
4 Written Premiums and Paid Losses reported as Homeowners on Statutory Page 14, but reported to NISS as Inland Marine
5 Written Premiums and Paid Losses which are assumed from pools or JUA's and not included in the company's submission to NISS
6 Written Premiums and Paid Losses for independent programs not reported to NISS
7 Written Premiums and Paid Losses for Prior Years not reported to NISS
8 Rounding
9 Other Reconciling items (Please explain in comments or attach additional sheet)



NATIONAL
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STATISTICAL
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The _____
(Company Name) (Company No.)

herewith submits the Annual Statement Reconciliation Worksheet for the 2019 Call Year.

The Key for A/S Line of Business, Call and Reason Code is listed on the back of this Worksheet.

Annual Statement Reconciliation Worksheet - Paid Losses

CO. #	STATE	A/S LINE OF BUSINESS	CALL	PAID LOSSES RECONCILIATION DIFFERENCE AMOUNT	REASON CODE	COMMENTS



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Annual Statement Reconciliation Worksheet - Key

A/S Line of Business

010 Fire
021 Allied Lines Including Glass
025 Private Flood
030 Farmowners
040 Homeowners
051 Commercial Multiple Peril (Non-Liability Portion)
052 Commercial Multiple Peril (Liability Portion)
090 Inland Marine
110 Medical Malpractice
120 Earthquake
171 Other Liability-Occurrence (excluding Excess WC)
172 Other Liability-Claims Made (excluding Excess WC)
180 Products Liability
191 Private Passenger Auto No-Fault
192 Other Private Passenger Auto Liability
193 Commercial Automobile No-Fault
194 Other Commercial Automobile Liability
211 Private Passenger Auto Physical Damage
212 Commercial Automobile Physical Damage
230 Fidelity
240 Surety
260 Burglary and Theft
270 Boiler and Machinery
300 Warranty
340 Aggregate Write-ins for Other Lines of Business

Calls

A Automobile
AQR North Carolina Automobile - Quarterly
ARP Assigned Risk Automobile - Quarterly
BR Burglary and Theft
CLSP Commercial Lines Statistical Plan
FO Farmowners
FS Fidelity, Forgery and Surety
GL Annual General Liability
HO Homeowners, Dwellings, and Mobilehomes
IM Inland Marine
SAR Special Annual Report

Reason Codes

1 Written Premiums and Paid Losses reported to another stat agent
2 Written Premiums and Paid Losses reported as Private Passenger Auto on Statutory Page 14, but reported to NISS as Commercial Auto
3 Written Premiums and Paid Losses reported as Commercial Auto on Statutory Page 14, but reported to NISS as Private Passenger Auto
4 Written Premiums and Paid Losses reported as Homeowners on Statutory Page 14, but reported to NISS as Inland Marine
5 Written Premiums and Paid Losses which are assumed from pools or JUA's and not included in the company's submission to NISS
6 Written Premiums and Paid Losses for independent programs not reported to NISS
7 Written Premiums and Paid Losses for Prior Years not reported to NISS
8 Rounding
9 Other Reconciling items (Please explain in comments or attach additional sheet)



Company Name _____

Co. No. _____

Calendar Year 8
(5)

Call Year 9
(6)

Line Code 6
(9)

Inland Marine Call - Experience Summary Sheet

State (7-8)	Item of Call (12-13)	Class (18-21)	Written Premium (32-39)	Paid Losses Excluding ALAE (40-47)	O/S Losses (48-55)	Number of Paid Claims (56-60)	Number of O/S Claims (61-65)	Terrorism Cov. Code (69)	Cause of Loss (75)	A/S Line (76-78)	Company Use (81-100)
<p>SAMPLE</p> <p>PLEASE SEE</p> <p>www.niss-stat.org/Data Submissions & Filings/Calls:2019/Other Call Forms/2019IM-K.xls</p> <p>FOR ELECTRONIC COPY</p>											