

Current Section 4.7.L on Page 4-7-15 is redesignated Section 4.7.M.

New Section 4.7.L is inserted as follows:

**L. Test Data Service**

AIPSO will provide to any member company upon request a test data service to help the company ensure that the data it submits for Reinsurance Facility business to AIPSO complies with all applicable edit and validation criteria.

The test data service is not intended for use on a routine basis, but only as necessary in connection with exceptional situations such as, for example, new system installation, system modifications, large volume error correction or premium refund submission.

The member company must contact AIPSO Systems and Support Division in order to request the service and establish coordination for the duration of the test. The company will be billed by AIPSO for the cost of computer time and analysis. Additional shipping and handling may also be charged in cases involving an unusually large volume of errors.

The testing service will be provided in accordance with the following guidelines:

1. For accounting data:
  - a. Data submissions must be clearly identified with an outside label as “TEST DATA” to avoid intermingling with the regular data submission. The label must also reflect the state, company name and number and data set name. A letter must accompany the submission describing its contents; for example, premiums, losses paid, etc. The cartridge must contain only the specific type of data to be tested.
  - b. Data for testing must be reported by the 25<sup>th</sup> day of the month.
  - c. The test data will be subjected to validation, but will not go through the balancing system.
  - d. The test data will be fully validated against the current masterfile as of a given processing cycle. This means that the results of the validation will be applicable only as of that cycle and would not necessarily yield the same results if validated against a future cycle masterfile.
  - e. The test data cannot serve as “live” data. Once the data has been tested, the cartridge will be returned to the company.
  - f. As a result of the validation of the test data, AIPSO will provide the company with a listing of questionable transactions showing all errors detected by the validation edits. This report is not to be used to submit corrections of the errors. To avoid possible confusion with the regular error reports, the words “TEST DATA” will be printed in the middle and top of each page and the correction numbers will be suppressed. AIPSO will also provide an analysis

of the errors found.

2. For cession data, meaningful test results can not be obtained in the same manner as for accounting data under the validation system. However, upon submission of a test listing of ceded policies in text file format by the company, an alternative type of testing will be provided in the form of a masterfile extract to ascertain whether the cession notices are in the proper policy number format.