
Signing and take down number and date - Proposal

13 March 2024

Introduction

- The purpose of this document is to show how the new system creates Signing Numbers and Dates.
- Signing Numbers are allocated when a transaction has been agreed by the broker and carrier.
- They can also be assigned on amendments and corrections.
- That can be Claims or Premiums or Proportional Treaty.
- Lloyd's Signing Numbers for paid Claims are labelled as Take Down Numbers.

Proposal

Format

- Formats to be retained for all signing numbers and dates.

Number Ranges

- Lloyd's external ranges to be retained (Scheme Canada, Equitas, LOC).
- **Lloyd's 'intelligence' to be discarded** - This refers to the first 2 characters in the Lloyd's Signing number: the 1st character denoting type of business and currency; the 2nd character denoting whether it is a claim.

Dates

- Signing Date to be assigned at signing the premium/claim as current business date.
- Sunday processing to be retained for LORS

Lloyd's

Lloyd's format is CCYYMMDD NNNNN

- *CCYYMMDD is the date*
- *NNNNN is a sequential number resetting to 10001 for each business day as per its calendar.*

The resetting to 10001 every day will continue.

There are additional settlement 2 figure fields after the above SND for Version, Instalment and CCS. This will remain.

External ranges where the SND is generated by the file supplier, will be maintained; Equitas (90000-99999), Scheme Canada (76900-99, 77600-99, 78600-99, 79400-99, 86900-99, 87600-99, 88600-99, 89400-99, 89900-99) and Letters of Credit (66526-67000).

Internal ranges that denote currency and type of business, **will not** be retained in the new system.

As a result, the system will generate and assign internal SNDs between 10001 and 75000 for any signing date.

LORS transactions are added with a Sunday signing date, within the month they were input. This will remain.

ILU

There are no changes to this format

ILU format is XX Z YY NNNNNN DD MM

These values are:

- XX - Type of entry
- Z - Type of business. Values are A(viation), C(argo) or H(ull)
- YY, DD and MM are current Year, Day and Month
- NNNNNN is a sequential number, that is reset per business day, as per its calendar

ILU Format cont.

Types of entry are:

- PM - Premium
- AP - Additional Premium
- RP - Return Premium
- CL - Claim
- CR - Refund of Claim
- CP - CPA Claim
- CA - CPA Refund of Claim
- TF - Treaty FDO
- TS - Treaty Statement

LIRMA

There are no changes to this format

LIRMA format is YY MM DD P Q NNNN C

These values are:

- YY MM DD - Year, Month and Date of signing
- P - Primary Transaction Type
- Q - Transaction Type Modifier
- NNNN - Sequence number
- C - Check digit

The Check digit is used to ensure that the reference has been correctly entered into the system. It is a possible redundancy that we don't now need.

LIRMA

Value	Primary Transaction Type	Transaction Type Modifier
0	Premium Closing	No modification to primary type
1	Treaty FDO	Cancellation of Primary Type
2	Additional Premium	Release or Reserve set up by Primary type
3	Treaty Statements (CR)	Premium FDO rather than Premium for primary type 0
4	Return Premium	-
5	Treaty Statement (DR)	Adjustment additional or return premium
6	Claim	Reinstatement additional or return premium
7	-	Interest Additional or Return Premium
8	Refund	Multiple premium rather than premium for Primary Type

Dates

The Date given is the current business date.

If work is done on a non-business day, then the date given is either the previous business date, or the next business date.

- Current practice is for weekend working on Saturday to give a Friday signing date and working on a Sunday to give a Monday signing date.
 - These will be Thursday or Tuesday if there is a Bank Holiday Friday or Monday respectively.
- The double Bank Holiday of Christmas will move the signing day forward on Christmas Eve.
- Bureaux are consulted when manual intervention is required.

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