REPORTING INSTRUCTIONS

1. Company Number (Field: Positions 1-4)
   Report the Company Number assigned by ISO.

2. Transaction Type Code (Field: Position 5)
   Report the appropriate Transaction Type Code.

3. Accounting Date (Field: Positions 6-7)
   Report the accounting month and year the transactions were entered on the Company books except for transactions reported under the quarterly reporting option where accounting month shall be the last month of the quarter being reported.
   Month requires a one-digit code and year a one-digit code. See Rule 9. of the Common General Rules for instructions on the reporting of month.

4. Inception Date (Field: Positions 8-10)
   Refer to the Inception Date Rule in Part I, Section C of this plan.
   Month requires a one-digit code and year a two-digit code. See Rule 9. of the Common General Rules for instructions on the reporting of month.

5. Loss Date (Field: Positions 11-15)
   Report the month, year and day in which the loss occurred.
   Month requires a one-digit code, year and day require two-digit codes. See Rule 9. of the Common General Rules for instructions on the reporting of month.

6. MGA Indicator (Field: Position 16)
   For Texas, report the MGA indicator assigned by ISO, if applicable. Otherwise, report blank.

7. State Code (Field: Positions 17-18)
   Report the State Code applicable to the principal place of garaging.

8. Territory Code (Field: Positions 19-21)
   For other than zone rated risks, report the code of the territory used in determining the rate.
   For zone rated risks report “999”. Refer to Territory Code page CA-GR-50 for detail.

9. Type of Policy Code (Field: Positions 22-23)
   Report the appropriate Type of Policy Code.

10. Annual Statement Line of Business Code (Field: Positions 24-26)
    Report the Code of the Annual Statement Line of Business to which the transaction was assigned.

11. Commercial Statistical Plan (CSP) Subline Code (Field: Positions 27-29)
    Report the appropriate CSP Subline Code.

12. Classification Code (Field: Positions 30-35)
    Report the appropriate six-digit Classification Code.

13. Limits Identifier (Field: Position 36)
    Report the appropriate Limits Identifier.

14. Policy Limits (Field: Positions 37-38)
    Report the Limits Code reported on the premium record for the coverage under which the loss was incurred.

15. Reserved For Future Use (Field: Positions 39-41)
    Report blank.

15.1 Liability Deductible Code (Field: Positions 42-43)
    For other than Texas data, report as follows:
    - For Voluntary Risks, report the appropriate Liability Deductible Code.
    - For Assigned Risks, report blank.
    For Texas data, report positions 42-43 blank and the actual Deductible Amount applicable to the occurrence in positions 61-65.

16. State Exception Code (Field: Position 44)
    Report the appropriate code, if required, otherwise report blank.
REPORTING INSTRUCTIONS

17. Reserved For Future Use (Field: Position 45)
   Report blank.

18. Accident State Code (Field: Positions 46-47)
   Report the code of the state in which the accident occurred.

19. Garage Aggregate Limit Indicator (Field: Position 48)
   For Garage Risks with Type of Loss Codes 72, 73, 74 or 75 report the appropriate indicator identifying the aggregate limit applicable to non-auto exposures. The garage aggregate limit is applicable to other than automobile losses only — (See applicable Classification Codes on CSP pages CA-LI-96 and CA-LI-228.)
   For all other risks, report blank.

20. Zone Rating Code (Field: Positions 49-51)
   For zone rated risks, report the appropriate three-digit Zone Rating Code.
   For other than zone rated risks report "000".

21. Reserved For Future Use (Field: Positions 52-53)
   Report blank.

21.1 Driver Record Surcharges (Points) (Field: Positions 54-56)
   For assigned risk data reported for Texas, report the percentage surcharge based on convictions and at-fault accidents. Valid codes are zero (no surcharge) through 998, right justified with leading zeros. Exclude surcharges for an SR 22 certification. Otherwise, report blank.

21.2 Transaction ID (Field: Positions 57-58)
   For data reported for Texas, report the appropriate Transaction ID code. Otherwise, report blank. (See Coding Section for additional reporting instructions.)

22. Rating Identification Code (Field: Position 59)
   Report the appropriate Rating Identification Code.

23. Reserved For ISO Use (Field: Position 60)
   Report blank.

23.1 Deductible Amount (Field: Positions 61-65)
   For data reported for Texas, report the actual deductible applicable to the occurrence being reported in dollars, right justified with leading zeros, in positions 61-65. If there is no deductible, report 00000. For deductible's greater than $99,999 report 99999. Otherwise, report blank.

ZIP Code (Field: Positions 61-65)
   For other than Texas data, report the five-digit ZIP code of the place of principal garaging for other than zone rated risks. For zone rated risks, and for automobiles rated outside the place of principal garaging (Territory 50), report blanks or zeros.

23.2 Catastrophe Indicator (Field: Position 66)
   For Texas data, report the Catastrophe Indicator assigned by ISO for loss dates prior to November 26, 1996 in field position 66. Otherwise, report blank.

23.3 Reserved For Future Use (Field: Positions 67-69)
   Report blank.

24. Type of Loss Code (Field: Positions 70-71)
   Report the appropriate two-digit Type of Loss Code.

25. Claim Count (Field: Position 72)
   Report the appropriate claim count value 0, 1, -1.
   The following rules are specific to the Commercial Automobile Liability module:
   a. Cases to be counted as claims must only be those in connection with which a loss payment has been made or a loss reserve established.
      A case must not be counted as a claim if it involves only the cost of bail bond or involves only allocated loss adjustment expense.
   b. A claim closed without a loss payment must not be counted as a claim.
REPORTING INSTRUCTIONS

c. A claim partly paid and partly outstanding can carry the claim count either in a paid or outstanding loss record. If a paid loss record has been reported with a count of one (1), the outstanding loss record must carry a count of zero (0) each time the outstanding loss record is reported. Subsequent paid loss records must carry a count of zero (0). If no paid loss record has been reported with a count of one (1), the outstanding loss record must carry a count of one (1) each time the outstanding loss record is reported.

d. A case involving a loss payment or the establishment of a loss reserve under two or more coverages or types of loss must be counted as a claim for each such loss under each coverage and type of loss.

e. Salvage and subrogation (not reinsurably) must be reported as a credit to the claim count only if the recovery (excluding incurred expenses) is the total cost of the claim reported under the loss record.

Note: A paid loss record representing expenses incurred in salvage or subrogation operations must carry a zero (0) claim count.

f. In the case of a loss involving two or more claims, each claim must be counted and reported separately.

g. Liability Allocated Loss Adjustment Expense must carry a claim count of zero (0).

h. A claim for Bodily Injury loss and claims for care and loss of services arising from the same injury are counted and reported as one claim.

i. Bodily Injury losses are counted and reported as claims independent of No-Fault claims.

j. A claim for Property Damage loss and claims for loss of use arising out of the same loss must be counted and reported as one claim.

26. Standard Industrial Classification Code (Field: Positions 73-76)
Report the appropriate 4-digit Standard Industrial Classification Code. Otherwise, report blank.

27. Terrorism Coverage Code (Field: Position 77)
Report the appropriate Terrorism Coverage Code.

28. Per Occurrence Limit (Field: Positions 78-83)
For Texas data, report the actual Per Occurrence Limit applicable to the type of loss in thousands in positions 78-83. If there is a policy limit per claimant but no policy limit per occurrence, report 0000000 in positions 78-83, otherwise report blank.

29. Per Claimant Limit (Field: Positions 84-89)
For Texas data, report the actual Per Claimant Limit applicable to the type of loss in thousands.

30. Reserved For Future Use (Field: Positions 90-95)
Report blank.

31. Loss Amount (Field Positions 96-103)
Report the amount of the loss rounded to the nearest dollar.

\[ \pm \text{amount} \]

Any signed or unsigned numeric value from 00000000 to 99999999 is valid. Amounts should be reported right justified with leading zeros. See Rule 9, of the Common General Rules for instructions on the reporting of negative amounts and signed and unsigned positive amounts.

Rounding, when required, is to be accomplished by dropping 1 through 49 cents and by increasing or decreasing the dollar amount by 1 (depending on whether the amount is positive or negative) for 50 through 99 cents.

32. Loss Record Identification (Field: Positions 104-117)

A. Occurrence Identifier

This field shall be reported using any combination of alphabetic and numeric characters, blanks or zeros.

All blanks and/or zeros are not valid.

Insert in positions 104-115 the occurrence identifier. It is imperative that the occurrence identifier be the same for all claims that arise from a single occurrence regardless of the type of loss. Claims arising out of different occurrences must have different occurrence identifiers.
REPORTING INSTRUCTIONS

B. Claim Identifier

This field may be reported using one of the following two methods; except for Texas data. For Texas data only, the first method is applicable.

1) Insert in positions 116-117 the Claim Identifier. The Claim Identifier is used to distinguish claims that arise from a single occurrence.

You may use any combination of alphabetic and numeric characters in the two-digit Claim Identifier field. The use of a combination of alphabetic and numeric characters will allow for reporting of multiple claims in a single occurrence up to a limit of 1,295.

You may report a blank in the left position of this two-digit field.

You may report a blank in the right position of this two-digit field if the occurrence involves less than ten (10) claims.

You may not report blanks in both positions of this two-digit field if you elect to have us calculate excess losses.

2) Insert in positions 104-115 the identification number, leaving positions 116 and 117 blank. Companies must maintain records of accidents involving an excess loss.

33. Premium Record Identification (Field: Positions 118-130)

For data reported for Texas, reporting of this field is mandatory. Report the policy identifier. Valid codes are any alphanumeric string that uniquely identifies the policy.

For other than Texas data, reporting of this field is optional. If reported, use the policy number or any other alphanumeric identification as significant digits which will make it possible to locate the policy records in the companies. The policy number must consist only of significant alpha or numeric digits.

34. Positions For Company Use (Field: Positions 131-150)

This field is for company use only, and may be reported blank, or may contain any alphanumeric combination that suits the individual carrier's purposes.
REPORTING INSTRUCTIONS

1. Company Number (Field: Positions 1-4)
   Report the Company Number assigned by ISO.

2. Transaction Type Code (Field: Position 5)
   Report the appropriate Transaction Type Code.

3. Accounting Date (Field: Positions 6-7)
   Report the accounting month and year the transactions were entered on the Company books except for transactions reported under the quarterly reporting option where accounting month shall be the last month of the quarter being reported.
   Month requires a one-digit code and year a one-digit code. See Rule 9, of the Common General Rules for instructions on the reporting of month.

4. Inception Date (Field: Positions 8-10)
   Refer to the Inception Date Rule in Part I, Section C of this plan.
   Month requires a one-digit code and year a two-digit code. See Rule 9, of the Common General Rules for instructions on the reporting of month.

5. Loss Date (Field: Positions 11-15)
   Report the month, year and day on which the loss occurred.
   Month requires a one-digit code, year and day require two-digit codes. See Rule 9, of the Common General Rules for instructions on the reporting of month.
   For Texas data, Loss Day is effective 1-1-95.

6. MGA Indicator (Field: Position 16)
   For Texas, report the MGA Indicator assigned by ISO.
   Otherwise, report blank.

7. State Code (Field: Positions 17-18)
   Report the State Code applicable to the principal place of garaging.

8. Territory Code (Field: Positions 19-21)
   For other than Zone Rated risks, report the code of the territory used in determining the rate.
   For Zone Rated risks report “999”. Refer to Territory Code page CA-GR-50 for detail.

9. Type of Policy Code (Field: Positions 22-23)
   Report the appropriate Type of Policy Code.

10. Annual Statement Line of Business Code (Field: Positions 24-26)
    Report the Code of the Annual Statement Line of Business to which the transaction was assigned.

11. Commercial Statistical Plan (CSP) Subline Code (Field: Positions 27-29)
    Report the appropriate CSP Subline Code.

12. Classification Code (Field: Positions 30-35)
    Report the appropriate six-digit Classification Code. (Note: When reporting No-Fault, use the applicable Classification Codes as defined in the Liability coding section and specific No-Fault Classification Codes as defined in the No-Fault coding section.)

13. Reserved For Future Use (Field: Position 36)
    Report blank.

14. PIP Limit Code (Field: Positions 37-38)
    Report the PIP Limit Code as reported on the premium record. For Texas, report Limit information in positions 84-89 under the No-Fault Limit field.

15. PIP Deductible Code (Field: Position 39)
    Report the PIP Deductible Code as reported on the premium record.

16. Reserved For Future Use (Field: Positions 40-42)
    Report blank.
17. PIP Rating Basis Code (Field: Position 43)
   Report the appropriate PIP Rating Basis Code.

18. State Exception Code (Field: Position 44)
   Report the appropriate code, if required, otherwise report blank.

19. Reserved For Future Use (Field: Position 45)
   Report blank.

20. Accident State Code (Field: Positions 45-47)
   Report the code of the state in which the accident occurred.

21. Reserved For Future Use (Field: Position 48)
   Report blank.

22. Zone Rating Code (Field: Positions 49-51)
   For zone rated risks, report the appropriate three-digit Zone Rating Code.

23. Reserved For Future Use (Field: Positions 52-53)
   Report blank.

23.1 Driver Record Surcharges (Points) (Field: Positions 54-56)
   For assigned risk Texas data, report the percentage surcharge based on convictions and at-fault accidents. Valid codes are zero (no surcharge) through 999. Otherwise, report blank.

23.2 Transaction Identifier (Field: Positions 57-58)
   For Texas data, report the appropriate Transaction ID code. Otherwise, report blank. (See coding instructions for additional reporting instructions.)

24. Rating Identification Code (Field: Position 59)
   Report the appropriate Rating Identification Code.

25. Reserved For ISO Use (Field: Position 60)
   Report blank.

25.1 Deductible Amount (Field: Positions 61-65)
   For Texas data, report the actual deductible applicable to the occurrence being reported in dollars, right justified with leading zeros, in positions 61-65. If there is no deductible, report 00000. For deductibles greater than $99,999 report 99999. Otherwise, report the five-digit ZIP code.

25.2 Catastrophe Indicator (Field: Position 66)
   For Texas data, report the Catastrophe indicator assigned by ISO for loss dates prior to November 28, 1996, in field position 66. Otherwise, report blank.

25.3 Reserved For Future Use (Field: Positions 67-69)
   Report blank.

26. Type of Loss Code (Field: Positions 70-71)
   Report the appropriate two-digit Type of Loss Code.

27. Claim Count (Field: Position 72)
   Report the appropriate claim count value 0, 1, -1.

   The following rules are specific to the Commercial Automobile No-Fault module:

   a. Cases to be counted as claims must only be those in connection with which a loss payment has been made or a loss reserve established.

   A case must not be counted as a claim if it involves only allocated loss adjustment expense.

   b. A claim closed without a loss payment must not be counted as a claim.

   c. A claim partly paid and partly outstanding can carry the claim count either in a paid or outstanding loss record. If a paid loss record has been reported with a count of one (1), the outstanding loss record must carry a count of zero (0) each time the outstanding loss record is reported. Subsequent paid loss records must carry a count of zero (0). If no paid loss record has been reported with a count of one (1), the outstanding loss record must carry a count of one (1) each time the outstanding loss record is reported.
d. A case involving a loss payment or the establishment of a loss reserve under two or more coverages or types of loss must be counted as a claim for each such loss under each coverage and type of loss.

e. Salvage and subrogation (not reinsurace) must be reported as a credit to the claim count only if the recovery is the total cost of the claim reported under the statistical record.

Note: A paid loss record representing expenses incurred in salvage or subrogation operations must carry a zero (0) claim count.

f. In the case of a loss involving two or more claims, each claim must be counted and reported separately.

g. Liability Allocated Loss Adjustment Expense must carry a claim count of zero (0).

h. No-Fault loss payments must be split into basic and excess portions and the basic portion further sub-divided by Type of Loss Code with each separate Type of Loss Code counted as a claim.

No-Fault outstanding losses must be split into basic and excess portions with each component counted as a claim. The basic portion can be subdivided by Type of Loss Code, in which case each Type of Loss Code should be counted as a claim.

i. No-Fault losses are counted as claims independent of Bodily Injury losses.

28. Standard Industrial Classification Code (Field: Positions 73-76)
Report the appropriate four-digit Standard Industrial Classification Code.

Otherwise, report blank.

29. Terrorism Coverage Code (Field: Position 77)
Report the appropriate Terrorism Coverage Code.

30. Reserved For Future Use (Field: Positions 78-83)
Report blank.

31. No-Fault Limit (Field: Positions 84-89)
For Texas data, report the actual Limit applicable to the type of loss in thousands in positions 84–89.
Otherwise, report blank.

32. Reserved For Future Use (Field: Positions 90-95)
Report blank.

33. Loss Amount (Field: Positions 96-103)
Report the amount of the loss rounded to the nearest dollar.

Any signed or unsigned numeric value from 00000000 to 99999999 is valid. Amounts should be reported right justified with leading zeros. See Rule 9. of the Common General Rules for instructions on the reporting of negative amounts and signed and unsigned positive amounts.

Rounding, when required, is to be accomplished by dropping 1 through 49 cents and by increasing or decreasing the dollar amount by 1 (depending on whether the amount is positive or negative) for 50 through 99 cents.

34. Loss Record Identification (Field: Positions 104-117)
A. Occurrence Identifier
This field shall be reported using any combination of alphabetic and numeric characters, blanks or zeros.

All blanks and/or zeros are not valid.

Insert in positions 104-116 the occurrence identifier. It is imperative that the occurrence identifier be the same for all claims that arise from a single occurrence regardless of the type of loss. Claims arising out of different occurrences must have different occurrence identifiers.
REPORTING INSTRUCTIONS

B. Claim Identifier

This field may be reported using one of the following two methods:

1) Insert in positions 116–117 the claim identifier. The claim identifier is used to distinguish claims that arise from a single occurrence.

You may use any combination of alphabetic and numeric characters in the 2 digit claim identifier field. The use of a combination of alphabetic and numeric characters will allow for reporting of multiple claims in a single occurrence up to a limit of 1,295.

You may report a blank in the left position of this two digit field.

You may report a blank in the right position of this two digit field if the occurrence involves less than ten (10) claims.

2) Report blank in positions 116 and 117.

35. Premium Record Identification (Field: Positions 118–130)

For data reported for Texas, reporting of this field is mandatory. Report the policy identifier. Valid codes are any alphanumeric string that uniquely identifies the policy.

For other than Texas data, reporting of this field is optional. If reported, use the policy number of any other alphanumeric identification as significant digits which will make it possible to locate the policy records in the companies. The policy number must consist only of significant alpha or numeric digits.

36. Positions For Company Use (Field: Positions 131–150)

This field is for company use only, and may be reported blank, or may contain any alphanumeric combination that suits the individual carrier's purposes.
REPORTING INSTRUCTIONS

1. **Company Number (Field: Positions 1-4)**
   Report the Company Number assigned by ISO.

2. **Transaction Type Code (Field: Position 5)**
   Report the appropriate Transaction Type Code.

3. **Accounting Date (Field: Positions 6-7)**
   Report the accounting month and year the transactions were entered on the Company books except for transactions reported under the quarterly reporting option where accounting month shall be the last month of the quarter being reported.

   Month requires a one-digit code and year a one-digit code. See Rule 8. of the Common General Rules for Instructions on the reporting of month.

4. **Inception Date (Field: Positions 8-10)**
   Refer to the Inception Date Rule in Part I, Section C of this plan.

   Month requires a one-digit code and year a two-digit code. See Rule 8. of the Common General Rules for Instructions on the reporting of month.

5. **Loss Date (Field: Positions 11-15)**
   Report the month, year and day in which the loss occurred.

   Month requires a one-digit code, year and day require two-digit codes. See Rule 9. of the Common General Rules for Instructions on the reporting of month.

   For data reported for Texas, Loss Day is effective 1-1-95.

6. **MGA Indicator (Field: Position 16)**
   For data reported for Texas, report the MGA Indicator assigned by ISO, if applicable. Otherwise, report blank.

7. **State Code (Field: Positions 17-18)**
   Report the State Code applicable to the principal place of garaging.

8. **Territory Code (Field: Positions 19-21)**
   For other than zone rated risks, report the code of the territory used in determining the rate.

   For zone rated risks report "999." Refer to Territory Code page CA-GR-50 for detail.

9. **Type of Policy Code (Field: Positions 22-23)**
   Report the appropriate Type of Policy Code.

10. **Annual Statement Line of Business Code (Field: Positions 24-25)**
    Report the Code of the Annual Statement Line of Business to which the transaction was assigned.

11. **Commercial Statistical Plan (CSP) Subline Code (Field: Positions 27-29)**
    Report the appropriate CSP Subline Code.

12. **Classification Code (Field: Positions 30-35)**
    Report the appropriate six-digit Classification Code.

13. **Reserved For Future Use (Field: Position 36)**
    Report blank.

    Report the three-digit Coverage Code reported on the premium record for the coverage under which the loss was incurred.

15. **Reserved for Future Use (Field: Positions 40-43)**
    Report blank.

16. **State Exception Code (Field: Position 44)**
    Report the appropriate code, if required, otherwise report blank.

17. **Anti-Theft Device Code (Field: Position 45)**
    Report the appropriate code, if required, otherwise report blank.
REPORTING INSTRUCTIONS

18. Age Code (Field: Position 46)
   Report the appropriate Age Code of the vehicle, if required.
   For Garage Risks, report the appropriate Buildings and Open Lots Code.

19. Value Per Rating Unit Code (Field: Position 47)
   For Garage Risks, report the appropriate Value Per Rating Unit Code.
   For Single Interest Coverage, report the Original Unpaid Balance Code.
   For Other Than Garage and Single Interest Coverage, Report Stated Amount Identifier Code.

20. Reserved for Future Use (Field: Position 48)
   Report blank.

   For zone rated risks report the appropriate three-digit Zone Rating code.
   For other than zone rated risks, report "000."

22. Price Bracket (Original Cost New/Stated Amount) Code (Field: Positions 52-54)
   Report Price Bracket (CCN) or Stated Amount in thousand dollars of value-, truncated, if required.

22.1 Accident State Code (Field: Positions 55-56)
   For Texas data, report the code of the state in which the accident occurred. Otherwise, report blank.

22.2 Transaction Identifier (Field: Positions 57-58)
   For Texas data, report the appropriate Transaction ID code. Otherwise, report blank. (See Coding Section for additional reporting instructions).

23. Rating Identification Code (Field: Position 59)
   Report the appropriate Rating Identification Code.

24. Reserved for ISO Use (Field: Position 60)
   Report blank.

24.1 Deductible Amount (Field: Positions 61-65)
   For Texas data, report the actual deductible applicable to the occurrence being reported in dollars, right justified with leading zeros, in positions 61-65. If there is no deductible, report 00000. For deductible greater than $99,999 report 99999.
   Otherwise, report blank.

   ZIP Code (Field: Positions 61-65)
   For data other than Texas, report the five-digit ZIP code of the place of principal garaging for other than zone rated risks. For zone rated risks, and for automobiles rated outside the place of principal garaging (Territory 50), report blanks or zeros.

24.2 Catastrophe Indicator (Field: Position 66)
   For Texas data, report the Catastrophe Indicator assigned by ISO for loss dates prior to November 26, 1996, in field position 66. Otherwise, report blank.

24.3 Reserved for Future Use (Field: Positions 67-69)
   Report blank.

25. Type of Loss Code (Field: Positions 70-71)
   Report the appropriate two-digit Type of Loss Code.

26. Claim Count (Field: Position 72)
   Report the appropriate claim count value 0, 1, -1.

The following rules are specific to the Commercial Automobile Physical Damage module:

a. Cases to be counted as claims must be only those in connection with which a loss payment has been made.

b. A claim closed without a loss payment shall not be counted as a claim.

c. A claim on which more than one payment is made must only be counted once. If a loss payment has been reported with a claim count of one (1), any further payments on that claim would then carry a claim count of zero (0) in the Paid loss record. Paid loss records must only be counted once, either on the initial payment on any intervening partial payment or on the final payment. If the claim count is recorded on the initial payment, then it is not to be reported on any other intervening payment record or on the final payment. If the reporting of the claim count is going to be deferred until the final payment is made, then the claim is not to be counted on the final payment or any intervening payment record.

d. A case involving a loss payment under two or more coverages or types of loss must be counted as a claim for each such loss under each coverage and type of loss.
REPORTING INSTRUCTIONS

e. Salvage and subrogation (not reinsurance) must be reported as a credit to the claim count only if the recovery is the total cost of the claim under that Type of Loss Code.

Note: A paid loss record representing expenses incurred in salvage or subrogation operations must carry a zero (0) claim count.

f. In the case of losses involving two or more claims, each claim must be counted and reported separately.

27. Standard Industrial Classification Code (Field: Positions 73–76)
   Report the appropriate 4-digit Standard Industrial Classification Code.
   Otherwise, report blank.

28. Terrorism Coverage Code (Field: Position 77)
   Report the appropriate Terrorism Coverage Code.

29. Reserved For Expansion of Exposure Field (Field: Positions 78–80)
   Report blank.

30. Exposure (Field: Positions 81–87)
   Not required; report blank.

31. Reserved for Future Use (Field: Positions 88–95)
   Report blank.

32. Loss Amount (Field: Positions 96–103)
   Report the amount of the loss rounded to the nearest dollar.

   Any signed or unsigned numeric value from 00000000 to 99999999 is valid. Amounts should be reported right justified with leading zeros. See Rule 9. of the Common General Rules for instructions on the reporting of negative amounts and signed and unsigned positive amounts.

   Rounding, when required, is to be accomplished by dropping 1 through 49 cents and by increasing or decreasing the dollar amount by 1 (depending on whether the amount is positive or negative) for 50 through 99 cents.

33. Loss Record Identification (Field: Positions 104–117)
   A. Occurrence Identifier
      This field shall be reported using any combination of alphabetic and numeric characters, blanks or zeros.
      All blanks and/or zeros are not valid.
      Insert in positions 104–115 the occurrence identifier. It is imperative that the occurrence identifier be the same for all claims that arise from a single occurrence regardless of the type of loss. Claims arising out of different occurrences must have different occurrence identifiers.

   B. Claim Identifier
      This field may be reported using one of the following two methods:
      1) Insert in positions 116–117 the claim identifier. The claim identifier is used to distinguish claims that arise from a single occurrence.
      You may use any combination of alphabetic and numeric characters in the 2 digit claim identifier field. The use of a combination of alphabetic and numeric characters will allow for reporting of multiple claims in a single occurrence up to a limit of 1,295.
      You may report a blank in the left position of this two digit field.
      You may report a blank in the right position of this two digit field if the occurrence involves less than ten (10) claims.

      2) Report blank in positions 116 and 117. (For Texas data. Claim Identifier must be reported.)

34. Premium Record Identification (Field: Positions 118–130)
   For Texas data, reporting of this field is mandatory. Report the policy identifier. Valid codes are any alphanumeric string that uniquely identifies the policy.
   For other than Texas data, reporting of this field is optional. If reported, use the policy number or any other alphanumeric identification as significant digits which will make it possible to locate the policy records in the companies. The policy number must consist only of significant alpha or numeric digits.

35. Positions For Company Use (Field: Positions 131–150)
   This field is for company use only, and may be reported blank, or may contain any alphanumeric combination that suits the individual carrier's purposes.
### COMMERCIAL STATISTICAL PLAN

**MODULE:** Commercial Automobile - Liability

#### PREMIUM RECORD LAYOUT

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
<th>Format</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>COMPANY NUMBER</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>TRANSACTION TYPE ACT.</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>SCHEDULE RATING MOD.</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>PER CLAIMANT LIMIT (CONT')</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>EFF. DAY</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>EXP.</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>MGA INDICATOR</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>TERRORISM COVERAGE</td>
<td>7</td>
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</tr>
<tr>
<td>9</td>
<td>MONTH LOSS DATE</td>
<td>1</td>
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</tr>
<tr>
<td>10</td>
<td>YEAR</td>
<td>2</td>
<td></td>
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</table>

#### LOSS RECORD LAYOUT

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
<th>Format</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>COMPANY NUMBER</td>
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<tr>
<td>2</td>
<td>TRANSACTION TYPE ACT.</td>
<td>5</td>
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</tr>
<tr>
<td>3</td>
<td>SCHEDULE RATING MOD.</td>
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</tr>
<tr>
<td>4</td>
<td>PER CLAIMANT LIMIT (CONT')</td>
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<tr>
<td>5</td>
<td>EFF. DAY</td>
<td>3</td>
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</tr>
<tr>
<td>6</td>
<td>EXP.</td>
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<td></td>
</tr>
<tr>
<td>7</td>
<td>MGA INDICATOR</td>
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<td>TERRORISM COVERAGE</td>
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<td></td>
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<tr>
<td>9</td>
<td>MONTH LOSS DATE</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>YEAR</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

---

**Notes:**
- **X:** See Rule B. Of the Common General Rules for Instructions on the Reporting of Credit Amounts.
- **B:** Report Blank.
- # For Texas data, report Deductible Amount. Otherwise, report ZIP Code.
- * Applies to Voluntary Risks only.
## COMMERCIAL STATISTICAL PLAN
### MODULE: Commercial Automobile - No-Fault

### PREMIUM RECORD LAYOUT

<table>
<thead>
<tr>
<th>Field</th>
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<tbody>
<tr>
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<td>NUMBER</td>
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<tr>
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<td>TRANSACTION TYPE</td>
</tr>
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<td>5</td>
<td>EXP.</td>
</tr>
<tr>
<td>6</td>
<td>SCHEDULE</td>
</tr>
<tr>
<td>7</td>
<td>EXPOSURE</td>
</tr>
<tr>
<td>8</td>
<td>RATING MOD.</td>
</tr>
<tr>
<td>9</td>
<td>AMOUNT</td>
</tr>
<tr>
<td>10</td>
<td>ZONE RATING</td>
</tr>
<tr>
<td>11</td>
<td>RATING ID.</td>
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</table>

### LOSS RECORD LAYOUT

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>COMPANY</td>
</tr>
<tr>
<td>2</td>
<td>NUMBER</td>
</tr>
<tr>
<td>3</td>
<td>LIMIT</td>
</tr>
<tr>
<td>4</td>
<td>TRANSACTION TYPE</td>
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<td>5</td>
<td>EXP.</td>
</tr>
<tr>
<td>6</td>
<td>SCHEDULE</td>
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<tr>
<td>7</td>
<td>EXPOSURE</td>
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<td>8</td>
<td>RATING MOD.</td>
</tr>
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<td>9</td>
<td>AMOUNT</td>
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<tr>
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<td>ZONE RATING</td>
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<tr>
<td>11</td>
<td>RATING ID.</td>
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</tbody>
</table>

### General Instructions
- **X:** See Rule 8 of the Common General Rules for Instructions on the Reporting of Credit Amounts.
- **B:** Report Blank.
- For Texas data, report Deductible Amount. Otherwise report ZIP Code.


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CSP - PART VIII - SECTION B  
CA-GR-39  
7th Edition - Distribution 9-1-2006
# COMMERCIAL STATISTICAL PLAN

## MODULE: Commercial Automobile – Physical Damage

## PREMIUM RECORD LAYOUT

<table>
<thead>
<tr>
<th>1</th>
<th>COMPANY NUMBER</th>
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</thead>
<tbody>
<tr>
<td>2</td>
<td>TRANSACTION TYPE</td>
</tr>
<tr>
<td>3</td>
<td>MONTH ACT.</td>
</tr>
<tr>
<td>4</td>
<td>YEAR</td>
</tr>
<tr>
<td>5</td>
<td>TRANSACTION EFF.</td>
</tr>
<tr>
<td>6</td>
<td>STATE</td>
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<tr>
<td>7</td>
<td>TERRITORY</td>
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<tr>
<td>8</td>
<td>TYPE OF POLICY</td>
</tr>
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<td>9</td>
<td>ANNUAL STATEMENT LINE OF BUSINESS</td>
</tr>
<tr>
<td>10</td>
<td>CSP.SUBLINE</td>
</tr>
<tr>
<td>11</td>
<td>CLASSIFICATION</td>
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<tr>
<td>12</td>
<td>COVERAGE</td>
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<td>13</td>
<td>O.T.C.</td>
</tr>
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<td>14</td>
<td>COLL.</td>
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<table>
<thead>
<tr>
<th>4</th>
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<tbody>
<tr>
<td>5</td>
<td>ANTI-THEFT DEVICE</td>
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<tr>
<td>6</td>
<td>AGE+</td>
</tr>
<tr>
<td>7</td>
<td>VALUE PER RTG. UNIT+</td>
</tr>
<tr>
<td>8</td>
<td>B</td>
</tr>
<tr>
<td>9</td>
<td>ZONE RATING</td>
</tr>
<tr>
<td>10</td>
<td>ORIGINAL COST NEW STATED AMOUNT</td>
</tr>
<tr>
<td>11</td>
<td>RATING ID.</td>
</tr>
<tr>
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</table>

<table>
<thead>
<tr>
<th>9</th>
<th>MODIFICATION</th>
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</thead>
<tbody>
<tr>
<td>10</td>
<td>RATE</td>
</tr>
<tr>
<td>11</td>
<td>DEPARTURE/COM</td>
</tr>
<tr>
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<td>TRAN. ID.</td>
</tr>
<tr>
<td>13</td>
<td>O.T.C.</td>
</tr>
<tr>
<td>14</td>
<td>PREMIUM</td>
</tr>
<tr>
<td>15</td>
<td>AMOUNT (WHOLE DOLLARS)</td>
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<tr>
<td>16</td>
<td>COLLISION</td>
</tr>
<tr>
<td>17</td>
<td>PREMIUM AMOUNT (WHOLE DOLLARS)</td>
</tr>
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<td>18</td>
<td>SIG</td>
</tr>
<tr>
<td>19</td>
<td>PREMIUM</td>
</tr>
<tr>
<td>20</td>
<td>RECORD</td>
</tr>
<tr>
<td>21</td>
<td>I.D.</td>
</tr>
</tbody>
</table>

---

**X** – SEE RULE 9. OF THE COMMON GENERAL RULES FOR INSTRUCTIONS ON THE REPORTING OF CREDIT AMOUNTS.

**B** – REPORT BLANK.

* For Garage Risks, report the appropriate Buildings and Open Lots Code in the Age Field (Position 46).

* For Garage Risks, report the appropriate Value Per Rating Unit Code. For Single Interest Risks, report Original Unpaid Balance. For All Other Risks, report Stated Amount Identifier (Position 47).

*# For Texas data, report Deductible Amount, otherwise report ZIP Code.
### COMMERCIAL STATISTICAL PLAN

**MODULE: Commercial Automobile – Physical Damage**

**LOSS RECORD LAYOUT**

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>COMPANY NUMBER</td>
</tr>
<tr>
<td>2</td>
<td>TRANS. ID.</td>
</tr>
<tr>
<td>3</td>
<td>RATING L.D.</td>
</tr>
<tr>
<td>4</td>
<td>LOSS RECORD L.D.</td>
</tr>
<tr>
<td>5</td>
<td>X CLAIM L.D.</td>
</tr>
<tr>
<td>6</td>
<td>CLAIM L.D.</td>
</tr>
<tr>
<td>7</td>
<td>TYPE OF LOSS</td>
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<td>8</td>
<td>TERRORISM COVERAGE</td>
</tr>
<tr>
<td>9</td>
<td>NUM.</td>
</tr>
<tr>
<td>10</td>
<td>Reserved for Company Use (Cont'd)</td>
</tr>
</tbody>
</table>

**Notes:**
- **B** – Report Blank.
- **+** For Garage Risks, report the appropriate Buildings and Open Lots Code in the Age Field (Position 46).
- **#** For Texas data, report Deductible Amount. Otherwise report ZIP Code.
- **** For Texas data only.

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**CSP - PART VIII - SECTION B**  

8th Edition - Distribution 5-1-2006