

## **RAPA Data Committee Meeting January 30, 2008**

Attendees: Paul Widhalm (ACE Tempest), Jill Dupuis (Manulife), Courtney Russell (Principal Financial), Rajesh Kavura (Swiss Re), Bob Kennedy (Security Mutual Life), Muneeza Coughlin (Sun Life), Linda Hand (Swiss Re), Par Kambo (RBC), Robert McCloskey (RBC), Pham Thanh (Protective Life/WC Life), Darlene Kosonic (Quasar), Simon Bell (Logiq3), Karen Chandler (Sun Life), Ellen Fedorowicz (Jackson National Life Insurance Co.),

Absent: Kelly Standbary (Allstate), Diane Brule (Optimum Re), Laura Christopher (Quasar), Jan Johnston (Swiss Re), Maggie Reed (Transamerica), Kathleen Kelly (Sun Life), Marc Codispoti (ACORD)

1. Introduction of members – brief explanation of everyone’s role at their respective companies.
2. Brief summary of our past accomplishments:
  - ACORD involvement – helped develop the standard inforce and transaction files with us – ACORD is an industry organization that can help with the coordination of sharing of information among the industry.
  - RAPA’s Data Committee is looked at as the business expert and worked with ACORD in developing the data standards
  - Transamerica direct had started a pilot initiative – it was dropped due to restructuring of the company
3. Detail discussion of actual work completed so far:
  - Bob Kennedy shared with the group his progress to date. Bob’s company currently uses Quasar. He was able to write a program that took the CSV file that Quasar creates and translated it into an XML file. Initially, the file contained 1 policy, and was intended to test the format of the file. This was sent onto Jan Johnston at Swiss Re. It took Bob less than 1 week to create the file.
  - Rajesh reported that Swiss Re has not yet had time to do a review of this file. It’s anticipated that they will have the time within the coming month.
  - Transamerica direct, in their pilot program actually created an XML file also. They had 1 developer and 1 analyst working on this and it took about 1 man-month of time to do (changed after the meeting to 3 man-months of time).
  - During the development of the transaction and inforce files last year, Joel Bell from Insura-Pro developed an XML file from sample .TXT files created by TAI. These were sent by Ellen Fedorowicz (Jackson National) and were created from TAI.
4. Where do we go from here?
  - We need to define all the admin systems that create the data files. Some discussed: TAI, Quasar, SOA, and manual spreadsheets. All admin systems need to be considered to make the project 100% successful.
  - What type of mapping tool should be used? It needs to be something that will create an XML file. We should not necessarily define which specific tool to use, but instead give technical details behind what the program should be able to accomplish.

- Create a cost/benefit analysis for the project. We need to make sure to think of all parties involved (direct writer, reinsurer, retro). Is there maybe a cost discount on the reinsurance premium if the data is in a usable standard format? This should allow for a connection of assuming and ceding data formats.
- Who should actually be making these changes – the direct writer, reinsurer, or maybe the reinsurance admin system vendors? Instead of having all of the parties do their own work, it seems to make sense to have the reinsurance system vendors do the work and then make it part of their system package. Most likely there would be an additional cost associated with this, both initial and renewal for upgrades.
- We need to get buy-in from others in our own companies. The RAPA Data Committee is generally not a group that can make the financial decisions to do this project. Others that can make the decisions need to be involved or at least consulted on the potential additional expenses.
- We need to set up a link on the RAPA website over to the ACORD website, where the actual data standards and help files are housed. This needs to be available for all RAPA members regardless of membership in ACORD. ACORD's involvement this year is fairly minimal compared to the past couple of years. They should help with any "housekeeping" of the standards (corrections, changes) as well as any help with getting the standards actually implemented. They are an organization pushing for standards industry-wide, so we might be able to count on ACORD for discussions with their other groups regarding best approaches for implementation.

#### 5. Action items for the next meeting

- Set up a schedule of monthly calls – 3<sup>rd</sup> Wednesday of each month, 10-11:00 a.m. EST (Ellen will do)
- Start discussions with the vendors. Darlene from Quasar will take this back to others at her company. Need to contact John Carroll at TAI (Ellen will do)
- Bob Kennedy and Swiss Re (Jan and Rajesh) will continue to work on sample data files and the sending of those files – target review of the current file with 1 policy and then expand to cover a file for 1 full block of business
- Need to send out electronic copies of the standards, both transaction and inforce (Ellen will do)