



B U L L E T I N

January 25, 2021

Bulletin No. 04-2021

To: NISS Member Companies

Re: NISS Website Enhancement – Supplemental Calls Updates

In a continued effort to simplify the reporting process, we are happy to announce we have added some additional features to the NISS website on [Submit Supplemental Calls](#). These enhancements were developed with extensive input from the NISS Technical Advisory Committee. The new enhancements are as follows:

- The Supplemental Calls are now filtered by Company and Call Year so the drop-down list will only show Calls that are applicable for your company.
- You can now upload a Comma Delimited (.csv) file for your Membership Fees (MBR) submission. Attached, please find the 2021 MBR Record Layout for .csv file submission. There are also changes to the submission grid on the Supplemental Calls page, including a link to the .csv file that was submitted.
- You can now save the MBR Call without submitting and finish it later.

We hope companies will find these new features helpful as we continue to improve our website and continue to make the reporting process as simple as it can be.

Please feel free to contact us if you have any questions or need any additional information.

Very truly yours,

A handwritten signature in black ink that reads "Theresa A. Szwast".

Theresa A. Szwast
President & CEO

Attachment

NATIONAL INDEPENDENT STATISTICAL SERVICE

2021 MEMBERSHIP FEE CALL GENERAL INSTRUCTIONS ALL STATES EXCEPT MA AND TX

Data Record Layout

NOTE: Enter the Total Amount of Fees in whole numbers only (do not enter commas) for Fields 3 – 13.

<u>Field</u>	<u>Field Name or Coverage</u>	<u>Description / Experience Type</u>	<u>Risk</u>	<u>Field Type (Size)</u>
1	Company Number	Assigned by NISS.		Text (3)
2	State Code	State code for which experience is being reported.		Text (2)
3	Liability	PPNF *	Class 2	Numeric: variable
4	Liability	PPNF *	Age 65 or Over	Numeric: variable
5	Liability	PPNF *	Total Risks	Numeric: variable
6	Liability	Miscellaneous PPNF *	Class 2	Numeric: variable
7	Liability	Miscellaneous PPNF *	Age 65 or Over	Numeric: variable
8	Liability	Miscellaneous PPNF *	Total Risks	Numeric: variable
9	Liability	Other Than PPNF *	Death or Disability	Numeric: variable
10	Liability	Other Than PPNF *	All Other Classes	Numeric: variable
11	Physical Damage	PPNF *		Numeric: variable
12	Physical Damage	Miscellaneous PPNF *		Numeric: variable
13	Physical Damage	All Other Classes		Numeric: variable

* PPNF: Private Passenger Non-Fleet