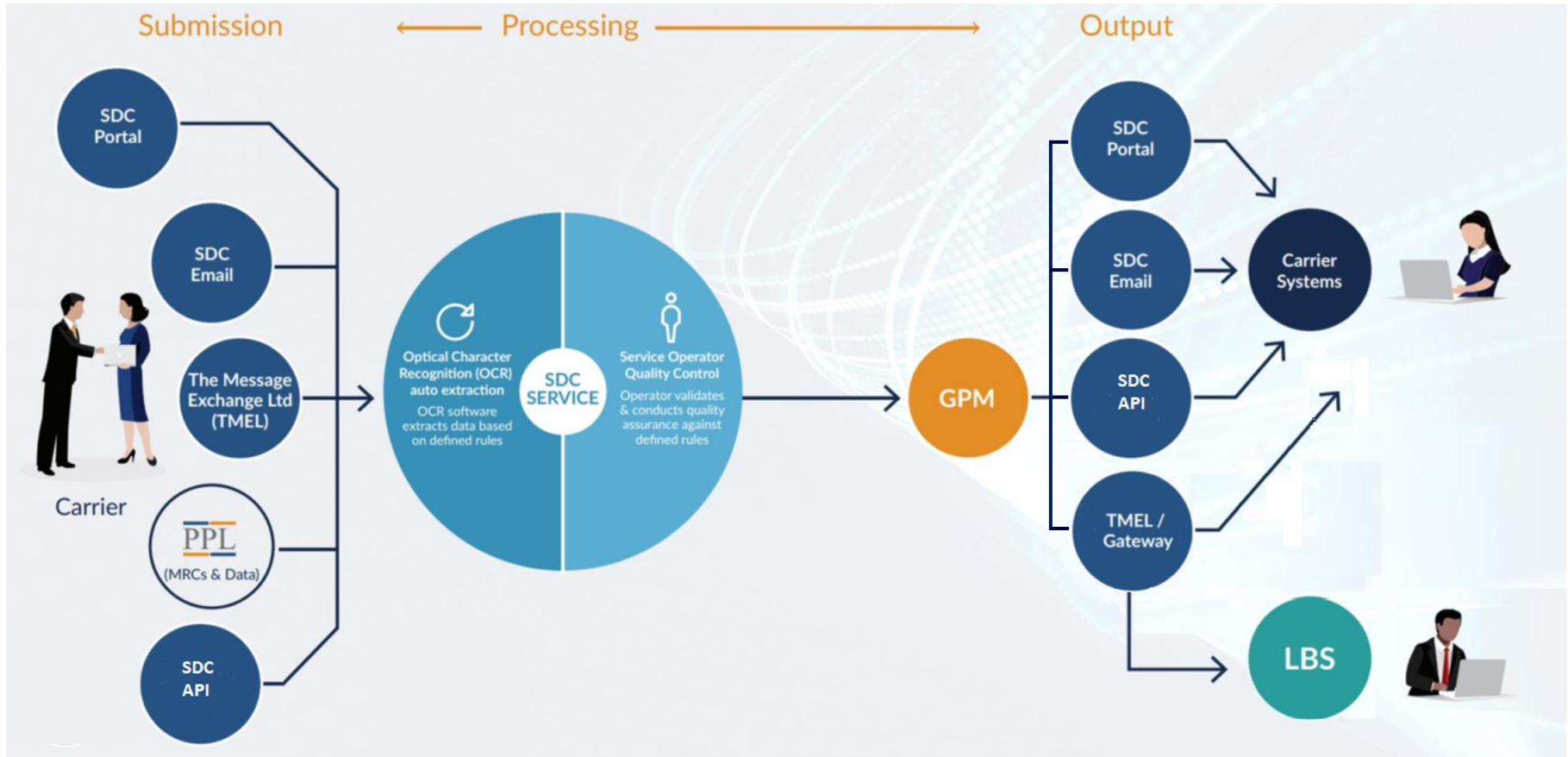


STRUCTURED DATA CAPTURE – Scope of Service

Structured Data Capture - Operational Process

The SDC Service transforms structured documents into data



Documents submitted to the SDC Service must conform to the standards defined by the London Market Group. Further information is available at: <https://lmg.london/market-standards/>

Structured Data Capture - Documents in Scope



Market Reform Contracts

- Single Section
- Multi Section
- Vertical Placements
- MRC Exempt*

Delegated Authority

(single and multi section)

- Binding Authorities
- CAA (Lloyd's Brussels)
- Line Slips
- Declarations *(not for LBS)*

Master Agreements

Endorsements (MRCe)# *(not for LBS)*



Consortium Agreements

Cover Notes

Schedules

Quotes

Evidence of Cover



Documents must be:

- .pdf, Word or .tif formats
- good quality scans
- one policy per document
- compliant with LMG Guidelines

* MRC Exempt policies accepted provided they closely resemble a MRC

Phase 1 Endorsements – single section and limited structured data extracted.

Structured Data Capture - **Extracted Fields and Data items**

SDC Fields

170

e.g., Premium, Limits, Taxes, Deductibles

ACORD Data items

350

e.g., Premium amount, Premium Ccy, Premium Basis

- Structured Data items
- Description/text data

290

e.g., Limit amount, Premium amount, Brokerage %

60

e.g., Bureau Arrangements, Conditions, Notices

Average data items extracted per MRC

100

SDC 'Must have' fields

21

As defined by the SDC Process & Data Group

SDC uses the ACORD 2013-06 GRLC standard – further information is available at <https://www.acord.org/>

Structured Data Capture - SDC 'Must have' fields

- Unique Market Reference
- Contract Type
- Interest
- (Re)Insured
- Country of Origin
- Situation / Territorial Scope
- Choice of Law and Jurisdiction
- Inception Date
- Expiry Date
- Premium
- Settlement Due Date
- Tax Payable by Insurer(s)
- Limits
- Order %
- Broker Share %
- Written Line %
- Written Date
- Lloyd's Risk Codes
- Underwriter reference
- Overseas Broker
- Regulator Client Classification / FSA Client Classification

'Must have' fields contain data items regarded as important for Policy Admin Systems (PAS).

SDC Operators provide additional QA focus on these fields to check they exist and ensure they are accurate.

The headings for these fields MUST be in the correct area of the document and conform to the guidelines. The SDC Service does not 'search' whole documents for this information

Structured Data Capture - Rejection Reasons

Rejection rate is 7% of all submissions with the following reasons:

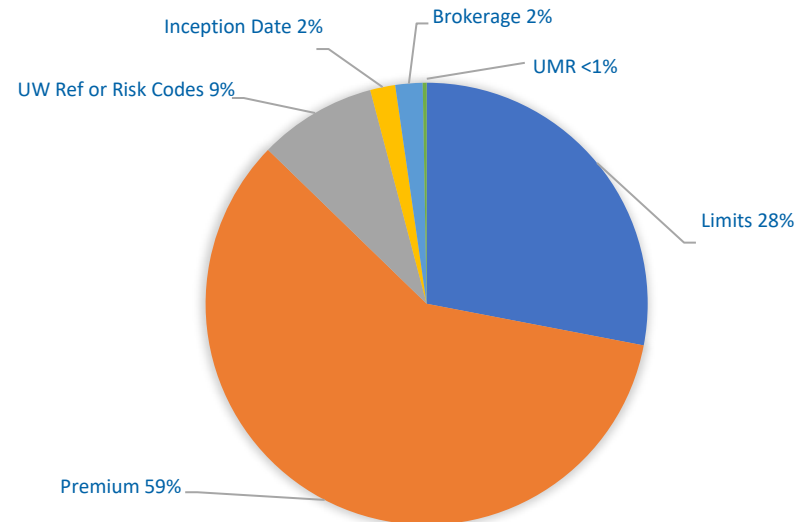
Rejection Reason	% of Rejections
Invalid Document Type for a Lloyd's Brussels submission	39%
Lloyd's Brussels Only Subscriber - No LB Stamps found	14%
Declaration - Invalid Document Type for a Lloyd's Brussels submission	12%
Out of Scope - Unsupported Document Type	12%
Out of Scope - Not a Recognised MRC Structure	10%
Missing Segment - Risk Details	4%
LBS Submission Rejected by Carrier	3%
More than one MRC in the document submitted	1%
Out of Scope - Document in a Foreign Language	1%
The Endorsement UMR does not match the Risk Details UMR	<1%
Document Contains Multiple Endorsements	<1%
Poor Quality - The text quality is poor	<1%
The Endorsement Contained No Dates	<1%
Lloyd's Brussels Only Subscriber - No Written Line % on stamp	<1%

Structured Data Capture - Rejection Reasons – Lloyd's Europe

SDC is mandated for risks placed by Lloyd's Insurance Company, Europe.
SDC rejects submissions if the following data items are missing

Rejection Reason

- UW Ref or Risk Codes missing or invalid
- Premium missing or invalid (includes EPI)
- Inception Date missing or invalid
- Limit missing or invalid
- UMR missing or invalid
- Brokerage missing or invalid



A User Guide is available for addressing LB Rejections – see the SDC Portal home page or LIMOSS web site

Supporting Information

This document and other supporting documentation is available on the [SDC Portal](#) and at

<https://limoss.london/structured-data-capture-sdc>

For any queries about the SDC Service, please contact the SDC Team via the Service Desk:



<https://customer.hornbill.com/limoss/>

T: 0207 100 5151

09.00 – 17.30 Monday to Friday (apart from UK public holidays)

LIMOSS

London Insurance Market
Operations & Strategic Sourcing