**MOM - Capping and Bookrolling Joint Requirements Workshop**

**Attendees:**

Tessie Bellarmine, Alyce Chow, Kevin Norton, Kusuma Cherukuri, Anna Pinne, Ravi Vaichal, Tawnya Williams, Tim King, Zak Belanger, Marion Gulley, Christine Myers, Tan Ray, James Duerr, Donald Sievers, Diviyesh Patel, Dany Albert, Chittam Srinivasan, Smita Mishra, Arbita Patra, Tuhin Saha, Lisa Figgins.

**Discussion Points :**

* Program Factor – It will be depending on the following factors :

Line of Business, State, Effective date, Prior Co. code, Policy Term

* Program Factor will be calculated for all policies and it will be available in rating algorithm.
* Premium factor can be calculated on Base Rate or on the Final Premium – TBD
* Capping Factor will be calculated on individual policy level.
* For some states, Capping percentage will be regulatory and it will vary state to state. This factor will be provided by Actuary Team.
* Capping percentage will be available in rating algorithm. However, the calculation of capping factor will be calculated outside the rating algorithm.
* Capping factor will be applied for mid-term change and reinstatement transactions.
* If the policy is rewritten after cancellation, capping percentage should not be applied.
* Capping factor will not be applied on fees and taxes, e.g. PLIGA Fee.
* Capping factor should be captured in UI.
* If we are going for Manual Conversion, the Import Tool of Exigen is out of scope and hence there is no need to provide requirements to Exigen.
* If some states require to have two Underwriting Companies, the current thought process is to maintain the single algorithm for Program Factor and Capping.

**Action Items :**

* Alyce – To confirm what are the states that we are deciding for Conversion.
* Alyce – To confirm if we get the aged premium of book roll policies from the Legacy systems. The caveat to book roll policies is that we could not have the source system and hence cannot calculate the aged renewal premium.
* Alyce – To modify the capping example document to introduce the aged renewal premium step. – Alyce has already sent the modified version.
* Tessie – One of the approach is to bring the aged renewal premium from Legacy system to PAS and apply the capping factor.

This approach is not conversion type agnostic. However, we are waiting for the final approval from the stakeholders.

* Cognizant - If we are going for Automated/Semi-Automated Conversion, Cognizant needs to provide the requirements of data that needs to pull using Import Utility tool to Exigen by 03/02.
* James Duerr – To provide relevant documents on how Auto Conversion has been done for UT.
* Actuary Team – Need to provide test data to Donald Sievers which will help to prepare the Test Scenarios.