

# **Insurance Information & Enforcement System (IIES)**

*New Directions in Enforcing Compulsory Insurance Laws*

**August 18, 2000**

## **Update\*Update\*Update\*Update\*Update\*Update\*Update**

### **THOSE WORKING ON MAINFRAME OR INTEGRATED AGENCY MANAGEMENT SYSTEM SOLUTIONS FOR GENERATING COMPLIANT ENCRYPTED 2-D BAR CODES ON INSURANCE ID CARDS**

**Q. Does my company have to develop its own solution or will the state supply one?**

A. The state will supply a PC-based solution for generating compliant bar coded ID cards. Each business must determine whether they have the volume necessary to require a different solution. You may wish to have agents use the PC-based software for temporary or replacement documents needed immediately by the customer while you generate high volume permanent ID cards or renewal ID cards from a mainframe. The state will not supply mainframe software.

**Q. Is there a certification process that the state will employ?**

A. Yes, but only if you have developed a mainframe, agency management system or other solution using the source code and other information provided by DMV. In those cases you will need to send the following to Tina Galligan, New York State Department of Motor Vehicles- Room 522, 6 Empire State Plaza, Albany, New York 12228: Sample encrypted ID cards for three clients for each type of card you intend to issue – FS-21, FS-20, FH-1, etc. In addition, an ID card with a faxable bar code must be faxed to us at (518) 473-7037 if you intent to incorporate that utility. As soon as we verify that we can properly scan and validate the documents, we will notify you and you can begin production and distribution. No certification process is required for those using the PC-based software developed by DMV.

**Q. How do I get an encryption key and PIN number needed to generate ID cards for the certification process?**

A. The same temporary testing key will be provided to all companies for the testing and certification process. We will e-mail the temporary testing key and PIN number to the contact person(s) for each company who has signed the non-disclosure agreement to received the source code and other documents to aid in the development of customized solutions. Once you have completed the certification process you can obtain a production key and PIN number from the New York State Insurance Department (NYSID) using procedures that will be mailed to you by NYSID.

**Q. How do I get a production key and PIN number needed to generate the ID cards for policyholders in production?**

A. NYSID will send a notification to all licensees detailing the procedures to be used to obtain the production key and PIN number. Be sure that you replace the temporary

testing key and PIN number used for certification with the production key and PIN number.

**Q. When will certification begin?**

A. DMV will begin accepting ID cards for certification on August 28, 2000.

**Q. What type of scanner will DMV use to read and verify bar codes?**

A. DMV will be using the Symbol LS4800 bar code scanner.

**Q. What is the minimal error correction level required by the state?**

A. The state PC software uses level 4. We have been able to generate a similar sized mainframe bar code using either level 4 or 5.

**Q. What requirements are there for font sizes for printed information about the insured?**

A. The only requirement for the print font is that it be readable by DMV personnel and your policyholders. DMV used the following font sizes in the PC software: variable information is in 9pt bold, the title of each document is in 11pt bold, the disclaimer information is in 8pt normal, and small field labels (underneath the underlines) are 8pt bold. All fonts are Arial.

**Q. What specifications are there for the ID cards?**

A. Please check the information provided to those authorized representatives that completed a non-disclosure statement. The e-mailed documents include information that defines the different data elements that must be included in the bar code and how they differ from the information that is printed in text on the face of the ID card. The DMV software will print ID cards in a "two-up" format either 3 1/2" H x 5 1/2" W (generic stock pre-printed on the reverse only) or 3 1/2"H x 8 1/2"W (plain paper). DMV will accept ID cards up to 5 1/2"H x 8 1/2"W. Temporary ID cards (FS-21) are no longer required to be pink. Temporary New York Automobile Insurance Plan (FS-75) pre-printed cards must still be obtained from NYAIP. A signature of a company representative is no longer required on the ID card. The compliant bar code must appear on the bottom front of the ID card below the other printed name and vehicle information. Samples showing the format of the ID cards produced by the DMV software were sent to insurance company CEOs on July 5, 2000. Alternatively, anyone who has signed the non-disclosure statement that has been sent a prototype of the PC software can use it to generate sample cards that show format, location of bar code as well as other data elements printed on the front of the document. Required legal notifications may either be printed on the front or the back of the ID cards.