



# openIDL ND Uninsured Motorist POC

Data Submission Guide

## Table of Contents

**Introduction..... 1**

**Submitting VINs..... 1**

**Submission Format Details..... 1**

**File Format: ..... 1**

**File Name: ..... 1**

**Column Definitions ..... 2**

**Sample Data Set..... 2**

## Document Control

Date	Description	Author
2022-08-29	Initial	Ken Sayers

## Introduction

This document provides information about the process for, and the format used to submit VINs for the ND POC. These VINs are to be loaded into the Harmonized Data Store. Carriers and the DOT will both use this format and process to submit the VINs.

## Submitting VINs

Users will submit using the upload UI URL and credentials provided on the information sheet. There is an upload button used which will trigger file explorer where you can select the file to be uploaded. You can check to see if the data was loaded on the query tab of the system.

## Submission Format Details

### File Format:

Comma Separated Values (csv)

### File Name:

Must be unique. We suggest that the files contain all the rows for one month and nothing more. In this case we recommend the following name template “VINs org yyyy-mm nn.csv”. Where org is the organization ID, yyyy-mm is the Year and Month and nn is a 0 padded sequence number. The sequence allows for multiple files to be submitted for one month with separate VINs.





If the files contain a mix of data across months, then use the following template “VINs org nn.csv” where org is the organization id and nn is a zero padded sequence.

Examples:

- VINs 1111 2022-12 01.csv
- VINs 1111 01.csv

The file name must be unique compared to all other files you upload (different carriers can upload the same file name).

### Column Definitions

Column Header	Description
Organization ID	An organization identifier provided in the onboarding package. Used to load data into private organization HDS.
VIN	Vehicle Identification Number.
State	State Abbreviation 2 capital letters.
Transaction Date	Date the data was extracted from source data. This will be used to establish the month covered. We will take the year and month of the data and assume that the VIN has coverage for the entire month from the first to the last of the month.

Coverage: A VIN is considered covered under the parameters described by the ND DOI.

### Sample Data Set

Organization ID	VIN	State	Transaction Date
1111	12345678901234500	ND	2022-06-01
1111	12345678901234500	ND	2022-06-21
1111	12345678901234500	ND	2022-06-21
1111	1234567890123456A	ND	2022-06-30
1111	1234567890123456B	ND	2022-06-05
1111	1234567890123456C	ND	2022-06-31

