

Casualty FIPI - CTP Lead / 2nd Lead Responsibility – Checklist

In Scope Risk Codes and Financial Threshold:

Class of Business	Risk Codes In Scope	Policy Incepts on or after	Binding Authority Incepts on or after	Financial Threshold
Casualty Treaty	XF, XG, XM	01 January 2010	01 July 2011	£250k
	XH	01 January 2012	01 January 2012	£250k
PI / FI / D&O / Med Mal	BB, D2, D3, D4, D5, E2, E3, E4, E5, E6, E7, E8, E9, F2, F3, FG, GH, GM, GN, GT	01 January 2012	01 January 2012	£250k

- For a Standard category claim - only lead agreement is required.
- For a Complex category claim - lead and 2nd lead agreement is required (when financial threshold, Lloyd's share per slip or non financial factors have been considered)

To include within Public & Private Comments:

- ✓ Triage category selected
- ✓ Cause Code (please add within private comments for technical processing)
- ✓ TBA Qualifier code (please add within private comments for technical processing)
- ✓ O/S Exp, O/S Fee, O/S Loss, O/S Qualifier (lead to split out fees and add reserve where required)
- ✓ Settlement CCY, Settlement ROE
- ✓ Narrative within 'Public Comments' shows understanding, review of claim and any requirements give a clear picture and direction to the broker. (lead to include triage category)
- ✓ Narrative within 'Private Comments' provides required processing information, instructions and SCM summary narrative (where applicable). It is important to provide a processing précis to XCS.

What to think about before responding?

- ✓ The reserve advised has been considered; any difference requires the Lead to enter a reserve for Indemnity and / or Fee's and split appropriately if applicable.
- ✓ Where the Lead has decided to assign a claim to Complex the Lead, prior to agreeing the transaction selects the managing agent who is named in the (relevant section of the slip) as 2nd lead.
- ✓ Triage category accurate and supported by narrative and communication with 2nd lead and followers (where required).
- ✓ Communication with 2nd lead & followers (where required), via email, ECF/2, KEP, SCM narrative and evidence of this communication is attached to the IMR.
- ✓ Expert reports / instructions / management
- ✓ Subrogation identified or pursued
- ✓ Appropriately 'diarised' claim for next steps

Outstanding / "TBA" Qualifier Codes

Code	Description	Code	Description
A	Await Advice from Cedant	X	Erroneous Entry to be closed
C	Closed	P	Prec Advice on High Layers
L	Long Tail Advice	S	Subrogation
M	First Advice, Await Report	T	Uber Precautionary

Common Cause Codes

Code	Description	Code	Description
NNCZ	Non specific allegations of negligence	UMZZ	Bordereau
NNBX	Fidelity	NNCF	Fraud inc employee dishonesty