

**State of Oregon
Department of Transportation
Driver and Motor Vehicle Services**



Oregon Automobile Liability Insurance Reporting Program

**Permanent ALIR
Instruction Manual for Insurance
Companies**

Table of Contents

1	EFFECTIVE DATE FOR THIS MANUAL	1
2	INTRODUCTION TO THE OREGON ALIR SYSTEM	2
1.1	PROGRAM GOAL	2
2.2	PROGRAM PURPOSE	2
2.3	ADMINISTRATIVE RULES	2
2.4	ELECTRONIC INSURANCE REPORTING	2
3	OREGON DMV'S SCHEDULE TO TRANSITION TO NEW ALIR INTERFACE	3
4	SYSTEM ARCHITECTURE	4
4.1	OVERVIEW	4
4.2	TECHNICAL NOTES	5
5	REPORTING SPECIFICATIONS	6
5.1	INSURANCE RECORD REPORTING PROCESS	6
5.2	ERROR REPORTING	6
6	TECHNICAL SPECIFICATIONS	7
6.1	ELECTRONIC	7
7	TESTING	7
7.1	NEW TRADING PARTNER TESTING	7
7.1.1	Steps to Conduct New Trading Partner Testing	7
7.2	NEW INSURANCE COMPANY TESTING	17
8	DATA ELEMENT SPECIFICATIONS	18
8.1	DATA ELEMENT DEFINITIONS AND VALIDATION RULES	19
8.2	ERROR CODES AND MESSAGES	22
8.3	CRITERIA FOR EDITING ALIR DATA	24
9	GLOSSARY	27
APPENDIX A		29
	DMV ALIR FILE	29
APPENDIX B		31
	DMV ALIR ACKNOWLEDGMENT FILE	31
APPENDIX C		33
	ALIR TRADING PARTNER PROFILE INFORMATION	33
	INSURANCE COMPANY PROFILE INFORMATION	33
APPENDIX D		34
	SAMPLE ALIR FILE OREGON	34
	SAMPLE ALIR ACKNOWLEDGMENT FILE OREGON	34
APPENDIX E		35
	CHANGE LOG	35

1 Effective Date for This Manual

As part of DMV’s system modernization, DMV is proposing changes to the current ALIR Instruction Manual for Insurance Companies, which has been renamed the permanent ALIR Instruction Manual for Insurance Companies.” In order to allow for an effective transition period, two different manuals will be effective at different times for different groups of ALIR trading partners. Please see the information below for which version ALIR trading partners should use.

ALIR Trading Partners Who...	When This Permanent Manual Becomes Effective
... are new ALIR trading partners with Oregon DMV and want to begin sending automobile insurance liability data to Oregon DMV on or after September 1, 2019.	September 1, 2019
... are existing ALIR trading partners with Oregon DMV, prepared to begin transitioning to Oregon DMV’s new ALIR interface that is described in this manual.	At such time between September 1, 2019 and July 1, 2020 when the ALIR trading partner begins coordinating with Oregon DMV for the transition.

Existing ALIR trading partners not in either of the two groups above should continue using the Interim ALIR Instruction Manual - DMV Form 735-7483(A) (7-19). On July 1, 2020, that manual will no longer be in effect. <https://www.oregon.gov/ODOT/Forms/DMV/7483.pdf>

Refer to [Section 3](#) for information about Oregon DMV’s scheduled transition to the new ALIR interface.

2 Introduction to the Oregon ALIR System

The purpose of this manual is to provide insurance carriers with the necessary information to comply with the Oregon Revised Statute (ORS) 742.580 through the Oregon Automobile Liability Insurance Reporting Program (ALIR). This manual is a mix of business and technical information.

1.1 Program Goal

The goal of the ALIR system is to reduce the number of uninsured motor vehicles operating on Oregon highways.

2.2 Program Purpose

The purpose of the ALIR Program is to

1. Provide a method for insurance carriers to comply with insurance reporting requirements in ORS 742.580
2. Provide an online tool, as required by ORS 806.195, to allow law enforcement officials to determine whether reasonable grounds exist to believe that a person is driving uninsured.
3. Determine if a vehicle is subject to the Mandatory Insurance Verification Program, established under ORS 806.150.

2.3 Administrative Rules

This manual was developed with input from the insurance industry and other external stakeholders and adopted through OAR 735-050-0131.

2.4 Electronic Insurance Reporting

1. All insurers must send insurance information electronically when a new vehicle is added, an insurance policy is issued or upon termination of vehicle coverage or policy coverage within the time limits established under ORS 742.580.
2. Any data transmitted or received electronically through the network specified by DMV must conform to system specifications. These include data structure, content and format.
3. DMV will electronically check insurance information to determine the presence of data elements specified in Section 7.1 of this manual. If required data elements are not present, DMV will reject the information. If rejected, DMV will electronically notify the insurer. Insurers must resubmit the insurance data, with all required data elements in a timely manner as specified in ORS 742.580.
4. If an insurer determines any insurance information was submitted in error, insurers must submit a termination of the previous incorrect information and, if applicable, a replacement transaction, simultaneously.
5. All terminations must include a policy number and vehicle identifiers that match exactly the record to be terminated.

3 Oregon DMV's Schedule to Transition to New ALIR Interface

The following is Oregon DMV's schedule to transition to the new ALIR Interface:

- **February 2019 - August 2019:** Oregon DMV coordinates with three existing ALIR trading partners for their development, testing and pilot implementation of the new ALIR interface.
- **February 2019 – August 2019:** Oregon DMV coordinates with all remaining ALIR trading partners to gather preliminary information and perform key profile, configuration, and account setups in preparation for transitioning them to the new ALIR interface after the pilot implementation:
- **Summer 2019:** Oregon DMV amends OAR 735-050-0130 and adopts OAR 735-050-0129 and 735-050-0131, which updates the insurance reporting process. The permanent manual will contain all the technical specifications the ALIR trading partners will need to modify their system(s) in order to send and receive ALIR data, using the new ALIR interface. Oregon DMV will provide the updated manual to all ALIR trading partners.
- **September 2019 – July 2020:** Oregon DMV incrementally coordinates with all remaining ALIR trading partners for their development, testing and implementation of the new ALIR interface.

4 System Architecture

4.1 Overview

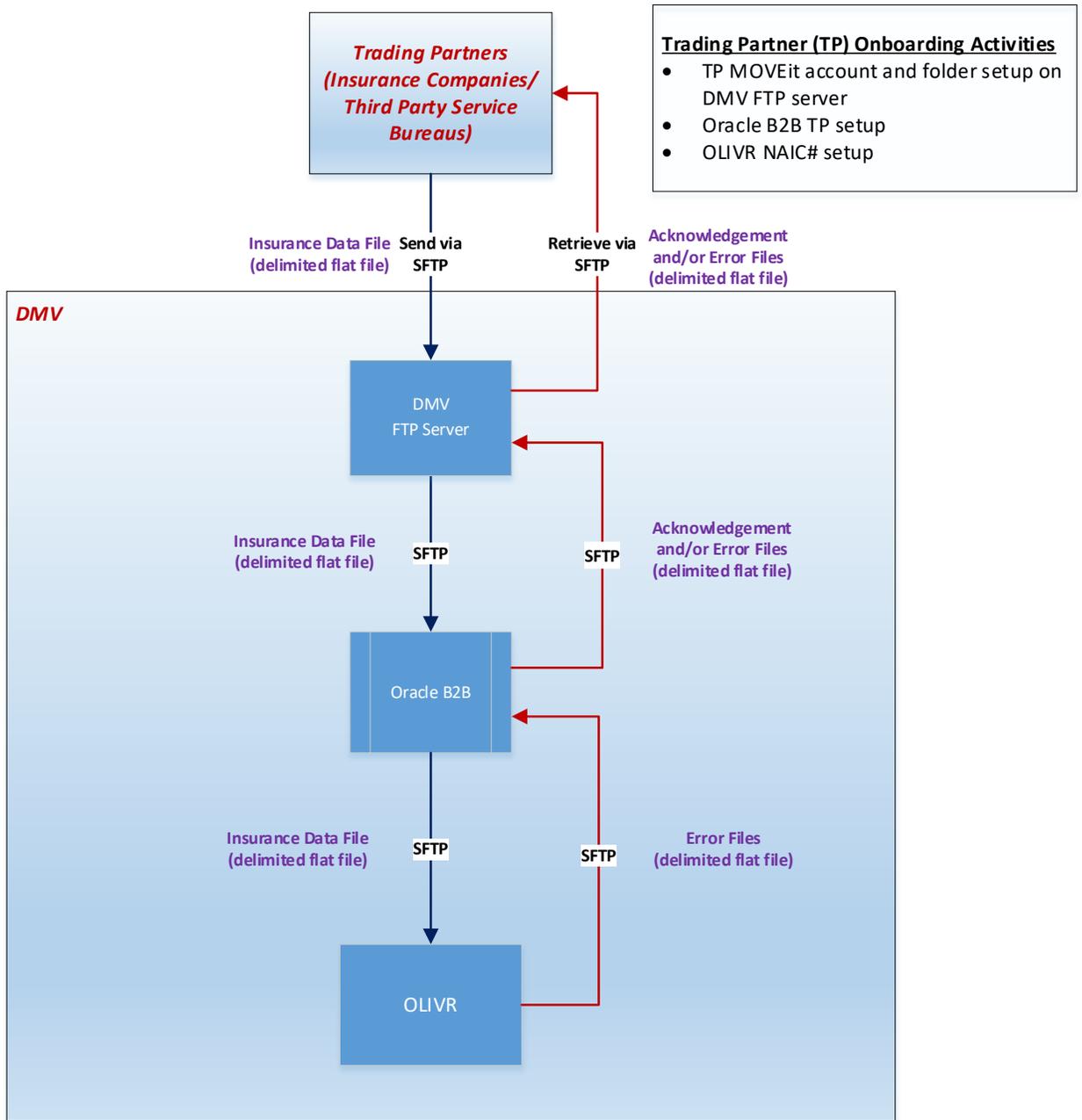
DMV's system processes policy information reported to the state by all insurance companies who provide automobile liability insurance in Oregon.

Automobile liability insurance information is sent to the state in a standardized format as defined by Oregon DMV. The standard is a pipe (|) delimited flat file which is described in Appendix A.

Trading partners use the Secure File Transport Protocol (SFTP) to send and receive the file "messages" with DMV.

The system comprises of programs developed by DMV using Oracle Business-to-Business (B2B) and .NET, and a series of batch jobs. The following job steps comprise the system:

- Step 1 Opens Insurer's folder on the DMV FTP server, retrieves the message. Oracle B2B checks to ensure that the message sent by the trading partner follows the ALIR standard format. If an error is detected, that fact is noted in the acknowledgment message and the message is not processed any further. If no errors were found, the individual insurance records continue processing through the DMV .NET system.
- Step 2 Transmits the failure acknowledgment message to the insurance company's folder on the DMV FTP server.
- Step 3 Validates the contents of the DMV data records according to DMV's rules. Records which contain no errors are written to cumulative insurance data stored within DMV's Oregon License Issuance and Vehicle Registration (OLIVR) system to satisfy Oregon's ALIR law. Records which contain errors are written to a separate data store for error processing. Validation errors are defined in Section 7 of this guide.
- Step 4 Translates the error records into a failure acknowledgment message, and sends the message to the insurance company's folder on the DMV FTP server. If DMV's validation program found no errors in the incoming message, a success acknowledgment message is sent to the insurance company's folder on the DMV FTP server.
- Step 5 Prints a report of validation statistics for use by DMV staff.



4.2 Technical Notes

DMV uses three software components for processing ALIR messages:

- MOVEit for setting up SFTP accounts and assigned folders for insurers on DMV's FTP server.
- Oracle B2B for partner management and high-level validation of messages.
- OLIVR .NET code for processing and validating messages

The Oregon ALIR system runs as a series of batch jobs.

DMV custom applications perform data validation for required fields and store data for use by DMV systems. VINs are matched against a database of VINs known to be titled in Oregon. Do not add characters to the beginning or end of a non-conforming VIN.

The batch process is executed once daily at an early morning hour, Tuesdays through Saturdays. The early morning hour is set to accommodate senders from all continental time zones.

5 Reporting Specifications

This section describes the ongoing file reporting specifications for information exchange between an insurance company and DMV.

5.1 Insurance Record Reporting Process

1. Insurance companies must submit records as required by ORS 742.580, within 15 calendar days for new business and 30 calendar days for cancellations or failures to renew.
2. The insurance company may choose to report daily, bi-weekly, weekly, or whatever timelines suit the business as long as statutory requirements are met.
3. Transactions must be submitted when:
 - New liability insurance is issued;
 - A vehicle is added to a policy;
 - A vehicle is no longer insured, i.e. the vehicle is removed from a policy;
 - The insurance is terminated. Terminated is inclusive of canceled, or not renewed, and all periods of time such as grace periods or reinstatement periods have expired.
4. The DMV Accident Reporting & Insurance Verification Unit contact and the insurance company's project manager will define and agree upon the reporting process.
5. DMV will process transactions daily, Monday through Friday. The batch process is run in the morning hours, Tuesday through Saturday.
6. DMV will place valid records in the insurance database and return success or failure acknowledgments to the insurance company.
7. The format for insurance records submitted electronically must comply with the standards as specified in [Appendix A](#).
8. All communication will be done through Oregon DMV's FTP servers via SFTP protocol.
 - Trading partners must make SFTP communication connections to Oregon DMV's FTP server.
 - For companies without IT departments, Oregon DMV will provide a secure web page for uploading and downloading messages from the FTP servers.

5.2 Error Reporting

1. DMV will return errors through the acknowledgment as defined in [Appendix B](#).
2. Records with no errors, such as missing data or improper formatting, are added to the insurance database. See Section [7.2](#) for a list of errors and Section [7.3](#) for a list of edit criteria, and what action takes place when data elements do not meet the criteria.
3. The insurance company must correct record errors and resubmit corrected records as quickly as possible via the agreed upon transmission mode for ongoing reporting. DMV has not mandated a

specific time frame for correcting errors. It is acknowledged that some errors will require customer contact and a response from the customer, which may take time. However, keep in mind, when records are rejected, the customer is operating a vehicle that may appear to law enforcement to be uninsured.

6 Technical Specifications

This section defines the technical specifications for electronic record transmission. DMV will reject any data received which does not meet these specifications.

6.1 Electronic

1. Ongoing file transfers are made through Oregon DMV's FTP server.
2. The format for insurance records submitted electronically must comply with the standards as specified in [Appendix A](#).
3. The maximum number of records allowed in a single message is 100,000. A record is either a single vehicle or a single non-vehicle policy.
4. Programming must include the ability to receive a success or failure acknowledgment.
5. Translation errors due to invalid content can be avoided if a sender ensures that the data elements they send meet the standards as specified in [Appendix A](#).

7 Testing

7.1 New Trading Partner Testing

An organization that electronically sends automobile liability insurance information directly to DMV is known as a Trading Partner. A Trading Partner is also known as a Sender and is assigned a Sender ID by DMV. A Sender may be an insurance company or a third-party service bureau which sends ALIR data on behalf of one or more insurance companies.

To become a Trading Partner, the insurance company or service bureau must complete the testing defined in this section of the guide.

There are two tests the new Trading Partner must complete.

1. **Connectivity Testing** - ensuring Trading Partner's SFTP account credentials and connection to the DMV FTP server are functioning properly
2. **Transaction Testing** - testing transactions for correct formatting and the ability to receive acknowledgments/errors

DMV expects the Trading Partner to do internal testing of its system prior to beginning the testing process with DMV.

7.1.1 Steps to Conduct New Trading Partner Testing

1. The new Trading Partner will complete **Connectivity Testing** with DMV. After DMV has established the new Trading Partner's SFTP user account credentials for the DMV FTP server, DMV will coordinate with the Trading Partner to ensure the SFTP account credentials and connection to the DMV FTP server are functioning properly.

2. The Trading Partner will then complete the **Transaction Testing** with DMV. From this test, DMV will determine the data are formatted correctly to the standards stated in [Appendix A](#), and the Trading Partner has the ability to receive acknowledgments/errors.

Using the Trading Partner’s DMV-assigned **Sender ID**, the Trading Partner will coordinate with DMV to send a test file with transaction records formatted to exercise all the following test cases. If the test file sent fails to properly exercise all the test cases, DMV will require the Trading Partner to send another test file.

Case No.	Case Description	Expected Result
1	Test case for a valid New policy record NAIC Number = ‘99999’ Policy Type = ‘V’ Transaction type = ‘NBS’ Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = ‘I’ Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = ‘TEST’ Vehicle plate = anything	Valid record written to ALIR file. No errors.

Case No.	Case Description	Expected Result
2	<p>Test case for a valid Terminated (Cancelled) policy record</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'XLC' Policy number = same Policy number as Case No. 1 Effective date = same Effective date as Case No. 1 Termination date = same as Effective date Insured Date of Birth = spaces Person or Org indicator = '1' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = Same VIN as Case No. 1 Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Valid record written to ALIR file. No errors.</p>
3	<p>Test case with an invalid Policy Type:</p> <p>NAIC Number = '99999' Policy Type = 'X' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = '1' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected with error code of E107 - invalid Policy Type</p>

Case No.	Case Description	Expected Result
4	<p>Test case with an invalid Transaction Type:</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'XYZ' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected, error E075 - invalid transaction type.</p>
5	<p>Test case for invalid Policy Number:</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected, error E085 - invalid policy number</p>

Case No.	Case Description	Expected Result
6	<p>Test case for invalid Effective Date:</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = invalid date Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected with error 115 - invalid effective date</p>
7	<p>Test case for invalid Termination Date:</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = valid date Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected with error E125 - invalid termination date. Should be spaces for an 'NBS' transaction type</p>

Case No.	Case Description	Expected Result
8	<p>Test case for invalid Person or Organization Indicator:</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = '3' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	Record rejected with error E018 - invalid Person or Org indicator
9	<p>Test case for invalid Last Name:</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = '1' Insured last name = spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	Record rejected with error E020 - invalid last name.

Case No.	Case Description	Expected Result
10	Test case for invalid Address: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything	Record rejected with error E050 - invalid address
11	Test case for invalid City: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything	Record rejected with error E055 - invalid city

Case No.	Case Description	Expected Result
12	Test case for invalid State: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = spaces Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything	Record rejected with error E060 - invalid state
13	Test case for missing VIN: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = spaces Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything	Record rejected with error E200 - missing VIN

Case No.	Case Description	Expected Result
14	Test case for an invalid Termination Date: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'XLC' Policy number = anything but spaces Effective date = anything Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything	Rejected with error E125 - invalid termination date.
15	Test case for Invalid VIN: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = 'TEST' Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything	Record rejected with error E280 - Invalid VIN and unable to find VIN using lookup on existing DMV registered vehicles. Soft error entry made to 90-day table. Added to 90-day table only once.

Case No.	Case Description	Expected Result
16	<p>Test case for invalid Termination (Cancellation) record</p> <p>NAIC Number = '99999' Policy Type = 'V' Transaction type = 'XLC' Policy number = same Policy number as Case No. 1 Effective date = anything Termination date = a date that is less than the Effective date of Case No. 1 Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = Same VIN as Case No. 1 Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected with error E230 - No policy was found or the term date is less than the effective date of the existing policy record.</p>
17	<p>Test case for an invalid NAIC Number</p> <p>NAIC Number = 'XXXXX' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = spaces Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = current year Insured make = 'TEST' Vehicle plate = anything</p>	<p>Record rejected with error E094 – Invalid NAIC</p>

Case No.	Case Description	Expected Result
18	Test case with an invalid Insured Date of Birth: NAIC Number = '99999' Policy Type = 'V' Transaction type = 'NBS' Policy number = anything but spaces Effective date = valid date in the current year Termination date = spaces Insured Date of Birth = invalid date Person or Org indicator = 'I' Insured last name = anything but spaces Insured first name = anything Insured middle name = anything Insured customer id = anything Customer id jurisdiction = anything Insured address = anything but spaces Insured city = anything but spaces Insured state = valid state code Insured ZIP = anything Insured VIN = valid VIN Insured vehicle year = spaces Insured make = spaces Vehicle plate = spaces	Record rejected with error code of E135 - invalid insured date of birth

7.2 New Insurance Company Testing

If a Trading Partner (also known as a Sender) has arranged to begin electronically sending DMV automobile insurance information on behalf a new insurance company, the Trading Partner does not need to perform acceptance testing with DMV since they have previously demonstrated ability to both send test transactions in the correct format and receive acknowledgments/errors. (See [Section 6.1](#))

8 Data Element Specifications

This section includes a definition and the validation rules of each data element. This includes data dependencies and clarification of values used for some data elements.

Data element validation rules may require DMV to reject the entire transaction or a single record. Validation rules require the data element be present and in proper format. The data elements are either required by statute or administrative rule. All errors require record corrections and resubmission of the record to DMV.

DMV will retain records in the insurance database which pass all validation rules, and which match a DMV vehicle record by VIN. Each day all records on hold are passed through the match process again. DMV's match process will continue to search for a VIN match [newly processed vehicle record for a match] for a period of 90 days. This search will allow for the necessary time needed for possible new vehicle title/registrations to be entered into the DMV database. If no match is found after 90 days, the record is returned in error.

Translation errors due to invalid content can be avoided if a sender ensures that the data elements sent meet the standards. The following are examples of data standards:

- Dates are all numeric characters and are valid according to a calendar
- Alphanumeric data elements contain only UPPERCASE letters, numerals, spaces, and certain special characters
- Non-conforming VINs do not have characters added to the beginning or the end.

8.1 Data Element Definitions and Validation Rules

Data Element	Description	Required	Validation Rule
Transmission ID	Unique ID for transmission e.g. 1 or 20180101	Yes	If duplicate will be rejected
Insurance Company Number	The NAIC Number that identifies each insurance company. The NAIC Number is added to a table in DMV's system when each company's Insurance Company Profile is created.	Yes	If the insurance company is not in the table, the entire transaction set will be rejected.
Submission Date	The date the insurance company submits the transaction to DMV.	Yes	If the date is either blank, not formatted correctly, or is greater than the current system date, DMV will reject the entire transaction set. The insurer will need to correct the date and resubmit the transaction set.
Sender ID	Each ALIR trading partner is identified in DMV's computer with a Sender ID. DMV will assign a 7-digit Sender ID, (e.g. TP00001, TP00002, etc.) when an ALIR Trading Partner Profile is created.	Yes	
Message ID	Row number. Unique number identifying each record.	Yes	
Policy Type	Indicator distinguishes policy types: V Vehicle-specific <i>A vehicle-specific policy lists individual vehicles.</i> NF Not vehicle-specific (Fleet) <i>A non-vehicle-specific policy is one which does not identify individual insured vehicles.</i> NO Not vehicle-specific (Operator) NS Not Vehicle-specific	Yes	A vehicle-specific policy must contain the VIN. If it does not, the record will be rejected. Whether a policy is reported as vehicle-specific or non-vehicle-specific depends on how the policy is written. If a policy covers specific vehicles, it must be reported as vehicle-specific.

Data Element	Description	Required	Validation Rule
Transaction Type	<p>This code will determine how we process the record. There are two acceptable codes handled by the Oregon system:</p> <ul style="list-style-type: none"> - NBS (New Business) <p>Processed as New</p> <ul style="list-style-type: none"> - XLC (Cancellation) <p>Processed as Termination</p>	Yes	The use of any other transaction type will cause the record to reject.
Policy Number	<p>The insurance policy number. If a policy number changes, the previously submitted policy must be terminated and a new business record submitted with the new policy number.</p> <p>If the insurance company changes policy numbers at renewal and can manage a tracking process of the original number or uses some other numbering method to ensure terminations include the original policy number, a termination and new business record will not have to be sent at each renewal.</p>	Yes	DMV will validate this data element and requires an exact match on terminations in order to avoid terminating the wrong policy and creating future problems for the customer.
Policy Effective Date	The date that the insurance coverage takes effect.	This date must be included on all new business transactions (NBS))	<p>If the date is not present for either of these transaction types, DMV will reject the record.</p> <p>If the date is greater than one year into the future, DMV will reject the record.</p> <p>If DMV should receive an effective date on a termination code 'XLC' the effective date will be ignored and the transaction will continue to process.</p>

Data Element	Description	Required	Validation Rule
Policy Termination Date	<p>The date that the insurance coverage is no longer effective.</p> <p>Because Oregon does not accept reinstatement (REI) as a transaction type, the termination date must include all lapses of coverage periods including grace periods, etc.</p>	This date must be included on all termination (XLC) records.	<p>If the date is not present DMV will reject the transaction.</p> <p>If DMV receives a termination date on a new business policy code (NBS) even if the date is zero filled, DMV will reject the record.</p>
Person/Organization Indicator	The indicator that distinguishes an individual person from a non-person, such as an organization.	Yes	<p>DMV will use this data element to validate the presence of other data elements. The valid indicators are '1' for person, '2' for organization.</p> <p>If the data element is not present DMV will reject the transaction.</p>
Last Name	Depending on the type of entity, this is the last name of the primary insured if the insured is a person, or the name of an organization.	Yes	If the data element is not present, DMV will reject the transaction.
First Name	<p>First name of the primary insured if the insured is a person.</p> <p>This field is left blank if the insured is an organization.</p>	Optional	
Middle Name	<p>Middle name of the primary insured if the insured is a person.</p> <p>This field is left blank if the insured is an organization.</p>	Optional	
Date of Birth	Date of birth of the primary insured.	Date of Birth is required on any non-vehicle specific policy when the insured is a person.	If a date should be received on an organization, it will be accepted. If a date of birth is blank on a vehicle specific policy type, DMV will not reject the record.
Customer ID Number	The primary insured's driver license number, identification card number, permit number, or DMV customer number.	Yes	For those policies that are vehicle-specific DMV will not validate the Customer ID Number.
Customer ID Number Jurisdiction	The code for the jurisdiction that issued the Customer ID Number to the insured	Optional	

Data Element	Description	Required	Validation Rule
Address	Address of the insured	Yes	If the data element is not present, DMV will reject the record.
City	City for the address of the insured.	Yes	If the data element is not present, DMV will reject the record.
State	State for the address of the insured	Yes	If the data element is not present or does not pass the code table, DMV will reject the record.
ZIP Code	Five-digit ZIP code for the address of the insured	Optional	
VIN	<p>Vehicle identification number.</p> <p>Include the full VIN for vehicles.</p> <p>Do not add additional characters other than SPACE to a VIN to pad out to 20 characters. Only pad non-conforming VINs at the end of the VIN with a space.</p>	If the policy type is vehicle specific, this data element must be included or DMV will reject the record. If there is vehicle data, the policy type must be vehicle-specific.	<p>VINs will be validated against DMV's existing database of VINs, representing vehicles that have been registered with the DMV.</p> <p>If an insurer determines the wrong vehicle identification number was transmitted, therefore matching to the wrong record, the insurer is expected to send in a termination transaction on the wrong vehicle record and a new business transaction with the correct vehicle record.</p> <p>If the insurer receives an error E200, the insurer has sent a blank VIN field. The insurer should correct the error and resubmit the transaction with a VIN on the record.</p> <p>If the insurer receives error code E280, the insurer should first check with their customer to verify that the VIN on the customer's vehicle matches the policy. If the policy and actual vehicle shows the same VIN, contact DMV Accident Reporting & Insurance Verification Unit at (503) 945-5098.</p>
Vehicle Year	Year of the vehicle.	Optional	
Vehicle Make	Make of the vehicle.	Optional	
Vehicle Plate	Oregon vehicle plate number.	Optional	

8.2 Error Codes and Messages

The following table of error codes are used by Oregon DMV to notify the insurer of a problem in the data. Error reporting requires DMV to return the original data record sent by the insurer along with an error code. Only records with errors are returned to the insurer. If there is more than one error for a record the error codes are comma delimited.

An "E" indicates an edit error due to missing or invalid information in one or more of the data fields. The record is rejected and DMV has not filed the data in the insurance database.

Record Level indicates the record that the error will be sent in as specified in [Appendix B](#).

Record Level	Error Type	Error Code	Description
ACK	E	95	Invalid Submission Date
ACK	E	96	Duplicate Transmission ID
ACK	E	97	Invalid Data Format
DTL	E	94	Invalid NAIC Number
DTL	E	018	Person or Organization Indicator
DTL	E	020	Insured last name
DTL	E	050	Insured street address
DTL	E	055	Insured city address
DTL	E	060	Insured state code
DTL	E	075	Transaction type code
DTL	E	085	Insurance policy or binder number
DTL	E	107	Policy Type Indicator
DTL	E	115	Policy effective date
DTL	E	125	Policy termination date
DTL	E	135	Insured date of birth
DTL	E	200	Vehicle identification number
DTL	E	230	No policy was found for an 'XLC' transaction, or the term date of the 'XLC' transaction is less than the effective date of the existing policy record.
DTL	E	280	VIN did not match a registered vehicle record when first received by DMV. Record is retried each night until matched for up to 90 days.
DTL	E	285	VIN did not match a registered DMV vehicle record after 90 days of attempted matching.

Maximum field length exceeded errors

Record Level	Error Type	Error Code	Field
DTL	E	301	VIN
DTL	E	302	NAIC Number
DTL	E	303	Policy Type
DTL	E	304	Transaction Type
DTL	E	305	Policy Number
DTL	E	306	Effective Date
DTL	E	307	Termination Date
DTL	E	308	Insured DOB
DTL	E	309	Person or Organization
DTL	E	310	Insured's Last or Organization name
DTL	E	311	Insured's First name
DTL	E	312	Insured's Middle name
DTL	E	313	Insured's customer ID
DTL	E	314	Customer ID jurisdiction
DTL	E	315	Insured's address
DTL	E	316	Insured's city
DTL	E	317	Insured's state
DTL	E	318	Insured's ZIP code
DTL	E	319	Vehicle year
DTL	E	320	Vehicle make
DTL	E	321	Vehicle plate

8.3 Criteria for Editing ALIR Data

The following table shows the data elements which are examined by DMV-written validation criteria. DMV will reject the entire transaction if this data does not meet the edit criteria. Transaction rejection requires the insurance company to correct the data and resubmit the message. These are fixed data elements for each trading partner and rejections should not occur. After data has passed the translator edits it is then passed through a DMV developed validation.

High-Level Validation

Data Element	M/O/X *	Translator Edit Criteria	Error Code
Submission Date	M	Valid date, not in future	95
Transmission ID	M	Unique Transmission ID, not duplicate	96

Message	Translator Edit Criteria	Error Code
Message Format	Valid format as per Appendix A	97

The table below identifies specific data elements where the edits occur in the DMV validator program. Notice that many elements are dependent upon the use of other elements.

Data Element	M/O/X *	DMV Validator Edit Criteria	Error Code	DMV Action (if data does not meet edit criteria)	Insurance Company Action
NAIC Number	M	Valid in table	94	Record rejected	Verify data element, correct and resubmit
Policy Type Indicator	M	Present Equal to 'V', 'NF', 'NO' or 'NS'	E107	Record rejected Record rejected	Resubmit with data element Verify data element, correct and resubmit
Transaction Type	M	Present Equal to 'NBS', 'XLC' Policy exists on DMV records for an 'XLC' transaction.	E075 E230	Record rejected Record rejected Record rejected	Resubmit with data element Verify data element, correct and resubmit Verify data element, correct and resubmit
Policy Number	M	Present	E085	Record rejected	Complete data element and resubmit
Policy Effective Date	X	Present if transaction type equals 'NBS'	E115	Record rejected	Verify transaction type, resubmit with data element
Policy Termination Date	X	Present if transaction type equals 'XLC' Absent if transaction type equals 'NBS'	E125 E125	Record rejected Record rejected	Verify transaction type, correct and resubmit
Person/Organization Indicator	M	Present Equals '1' or '2'	E018	Record rejected	Complete data element and resubmit
Date of Birth	X	Valid date	E135	Record rejected	Complete data element and resubmit
Last Name	M	Present	E020	Record rejected	Complete data element and resubmit
First Name	O	Optional field	N/A	No action	No action
Middle Name	O	Optional field	N/A	No action	No action
NAIC Number	M	Valid in table	94	Record rejected	Verify data element, correct and resubmit

Data Element	M/O/X *	DMV Validator Edit Criteria	Error Code	DMV Action (if data does not meet edit criteria)	Insurance Company Action
Customer ID Number	X	Not validated	N/A	No action	No action
Customer ID Number Jurisdiction (state issuing customer ID number)	X	Not validated	N/A	No action	No action
Address	M	Present	E050	Record rejected	Complete data element and resubmit
City	M	Present	E055	Record rejected	Complete data element and resubmit
State	M	Present	E060	Record rejected	Complete data element and resubmit Verify state code, correct and resubmit
ZIP Code	O	None	N/A	No action	No action
VIN, when Policy Type = 'V'	X	Present Must validate against DMVs Validated VIN Table	E200 E280 E285	Record rejected Stored for 90 days. Match attempted daily If no match after 90 days, error is sent to indicate no match against DMV VIN Records	Verify VIN, correct and/or complete data element and resubmit Verify VIN, correct if needed. If VIN is correct, no action required, DMV will attempt to match for 90 days

* M=mandatory, O=optional, X=dependent upon the presence of another data element

9 Glossary

The following is a list of definitions and acronyms used throughout the Oregon ALIR Reporting Instruction Manual. These definitions are intended to help clarify the terms used.

ALIR: Automobile Liability Insurance Reporting. Oregon has adopted this term from X12 for use in its mandatory insurance reporting law.

DMV: The Driver and Motor Vehicle Services Branch of the Oregon Department of Transportation.

Driver License Jurisdiction: The state, territory or providence that issued the customer identification number.

Error: This is an error that rejects the insurance company record or transaction set. The error must be corrected and the transaction resubmitted.

FTP/SFTP: Communication protocol, File Transfer protocol (FTP)/Secure File Transfer protocol (SFTP).

Hard Error: This is an error that rejects the insurance company record or transaction set. The error must be corrected and the transaction resubmitted.

Insured: The primary person or organization identified on the insurer records as the named holder for the coverage in force as described in ORS 806.080.

Insurer: A person or organization engaged in the business of issuing motor vehicle liability insurance coverage designed to meet either the financial or future responsibility requirement of ORS Chapter 806.

Match: A match occurs when the insurance record corresponds to a vehicle record.

Message: A data file transmitted.

MOVEit: MOVEit is a 3rd-party product DMV uses for establishing and managing their interface partners' SFTP user account and password credentials, and for facilitating the secured exchange of interface files.

NAIC: The National Association of Insurance Commissioners.

No Match: A no match occurs when a vehicle record (VIN) cannot be found. These are kept for 90 days while DMV continues to attempt to match the record.

OLIVR: Oregon License Issuance and Vehicle Registration system. This is Oregon DMV's third-party Commercial-Off-the-Shelf (COTS) drivers and vehicles system, implemented in January 2019.

Policy: Motor vehicle liability coverage issued by an insurer, identified as a specific vehicle policy, non-owner or operator policy or a non-vehicle specific policy.

Record: One vehicle, or one non-vehicle specific policy.

Record Reject: Insufficient or inconclusive insurance information received at DMV and is returned to insurance company for corrected information.

Sender: An insurance company or a *third-party service bureau*. See also *Trading Partner*.

Termination Date: The date a policy or vehicle coverage is canceled, or the date coverage is no longer valid because a person failed to renew. This is inclusive of all grace periods or other interim actions the insurer may allow prior to canceling a policy or vehicle coverage.

Third-Party Service Bureau: A third-party organization which sends ALIR data on behalf of one or more insurance companies.

Trading Partner: An organization that has partnered with DMV to participate in the Oregon ALIR program. Trading partners electronically exchange ALIR data **directly** with DMV. Trading partners can be insurance companies or third-party service bureaus which sends ALIR data on behalf of one or more insurance companies. Also referred to as a *Sender*.

Transaction: Sometimes referred to as transaction set. A transaction contains all of the data sent or received at one time. This will usually contain more than one record.

Transaction Type: Identification as new vehicle coverage or termination of vehicle coverage.

VIN: Vehicle Identification Number.

Appendix A

DMV ALIR FILE

i. Naming Convention

TP_TransmissionID.dat

e.g. TP00001_001.dat or TP00001_2018123101.dat

Where:-

TP(SenderID): DMV assigned 7 digit ID (e.g. TP00001, TP00002, etc.)

TransmissionID: Unique ID identifying the transmission/file. Sequence or Date with sequence.

MessageID: Unique ID for the row in the transmission (Row number)

ii. File Format

Record Delimiters: CRLF

Field Delimiter: |

Sections/Record types:

Header(Mandatory)

Detail(Mandatory)

End Of File(Mandatory)

Header

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Transmission Type	A	5	M	OALIR
Transmission ID	N	10	M	
Submission Date	N	8	M	CCYYMMDD
Sender ID	AN	20	M	
Receiver ID	AN	20	M	OregonDMV
Total Records	N	10	M	

Detail

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Record Type	A	3	M	DTL
Message ID	N	10	M	

NAIC Number	N	20	M	
Policy Type	A	2	M	
Transaction Type	A	3	M	
Policy Number	AN	30	M	
Effective Date	N	8	X	CCYYMMDD
Termination Date	N	8	X	CCYYMMDD
Insured DOB	N	8	O	CCYYMMDD
Person or Organization	N	1	M	
Insured's Last or Organization name	AN	36	M	
Insured's First name	AN	20	O	
Insured's Middle name	AN	20	O	
Insured's customer ID	AN	20	X	
Customer ID jurisdiction	AN	2	X	
Insured's address	AN	36	M	
Insured's city	AN	30	M	
Insured's state	A	2	M	
Insured's ZIP code	AN	5	O	
Vehicle Identification Number	AN	20	M	
Vehicle year	N	4	O	CCYY
Vehicle make	AN	5	O	
Vehicle plate	AN	7	O	

End Of File

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Transmission Type	A	3	M	EOF (w CRLF)

Appendix B

DMV ALIR ACKNOWLEDGMENT FILE

i. Naming Convention

TP_TransmissionID_DateAcknowledged.ack

e.g. TP00001_001_20181231.ack or TP00001_2018123101_20181231.ack

iii. File Format

Record Delimiters: CRLF

Field Delimiter: |

Sections/Record types:

Acknowledgment(Mandatory)

Header(Optional)

Detail(Optional)

End Of File(Optional)

Acknowledgment

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Transmission Type	A	3	M	ACK
Status	A	10	M	SUCCESS/FAILURE
Error Code	AN	20	O	
Error Text	AN	100	O	

Header

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Transmission Type	A	5	M	OALIR
Transmission ID	N	10	M	
Submission Date	N	8	M	CCYYMMDD
Sender ID	AN	20	M	OregonDMV
Receiver ID	AN	20	M	
Total Records	N	10	M	

Detail

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Record Type	A	3	M	DTL
Message ID	N	10	M	
NAIC Number	N	20	M	
Policy Type	A	2	M	
Transaction Type	A	3	M	
Policy Number	AN	30	M	
Effective Date	N	8	X	CCYYMMDD
Termination Date	N	8	X	CCYYMMDD
Insured DOB	N	8	O	CCYYMMDD
Person or Organization	N	1	M	
Insured's Last or Organization name	AN	36	M	
Insured's First name	AN	20	O	
Insured's Middle name	AN	20	O	
Insured's customer ID	AN	20	X	
Customer ID jurisdiction	AN	2	X	
Insured's address	AN	36	M	
Insured's city	AN	30	M	
Insured's state	A	2	M	
Insured's ZIP code	AN	5	O	
Vehicle Identification Number	AN	20	M	
Vehicle year	N	4	O	CCYY
Vehicle make	AN	5	O	
Vehicle plate	AN	7	O	
Error Code	AN	100	M	

End Of File

<i>DATA ELEMENT</i>	<i>TYPE</i>	<i>MAX LEN</i>	<i>M/O/X</i>	<i>CONSTANTS/FORMAT</i>
Transmission Type	A	3	M	EOF (w CRLF)

Appendix C

ALIR Trading Partner Profile Information

In order for a trading partner to electronically exchange ALIR data **directly with** DMV, DMV must first establish an **ALIR Trading Partner Profile** for the trading partner.

A trading partner accesses the following form to provide DMV the required information to establish their **ALIR Trading Partner Profile**:

<https://www.oregon.gov/ODOT/DMV/docs/7488Afill.pdf>

After a trading partner's **ALIR Trading Partner Profile** is established, DMV will:

1. Inform the trading partner of their newly assigned **Sender ID**.
2. Contact the trading partner to establish its SFTP account and credentials. That will allow the trading partner to securely exchange ALIR interface files with DMV.
3. Coordinate with the trading partner to conduct acceptance testing, as discussed in [Section 7.0](#).

If a trading partner needs changes made to their existing **ALIR Trading Partner Profile**, they access the following form to provide DMV the information to make the desired changes:

<https://www.oregon.gov/ODOT/DMV/docs/7488Cfill.pdf>

Insurance Company Profile Information

In order for DMV to accept ALIR data for an insurance company, DMV must first establish an **Insurance Company Profile** for the insurance company.

The trading partner who sends ALIR data to DMV on behalf of the insurance company accesses the following form to provide DMV the required information to establish the **Insurance Company Profile**:

<https://www.oregon.gov/ODOT/DMV/docs/7488Bfill.pdf>

If a trading partner who sends ALIR data to DMV on behalf of an insurance company needs changes made to the given insurance company's existing **Insurance Company Profile**, they access the following form to provide DMV the information to make the desired changes:

<https://www.oregon.gov/ODOT/DMV/docs/7488Dfill.pdf>

Saving, Filling-in, and Printing PDF Files

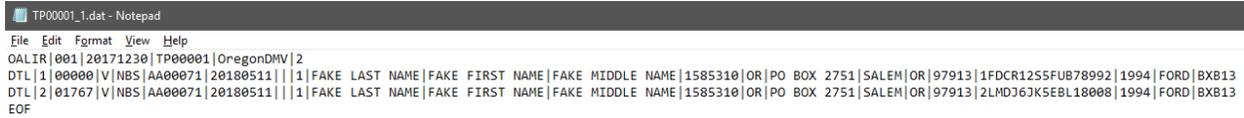
The forms referenced above are Adobe Acrobat "fillable" PDFs. You will need to have **Adobe Reader** software installed in order to complete the form(s) and "Submit by E-mail." We recommend using the most recent version of Adobe Reader -- available free from [Adobe's website](#).

When saving or printing a file, be sure to use the functionality of Adobe Reader rather than your web browser.

Appendix D

Sample ALIR File Oregon

TP00001_1.dat



```
TP00001_1.dat - Notepad
File Edit Format View Help
OALIR|001|20171230|TP00001|OregonDMV|2
DTL|1|000000|V|NBS|AA00071|20180511|||1|FAKE LAST NAME|FAKE FIRST NAME|FAKE MIDDLE NAME|1585310|OR|PO BOX 2751|SALEM|OR|97913|1FDCR1255FUB78992|1994|FORD|BX813
DTL|2|01767|V|NBS|AA00071|20180511|||1|FAKE LAST NAME|FAKE FIRST NAME|FAKE MIDDLE NAME|1585310|OR|PO BOX 2751|SALEM|OR|97913|2LMDJ6JKSEBL18008|1994|FORD|BX813
EOF
```

Sample ALIR Acknowledgment File Oregon

TP00001_1_20190101.ack



```
TP00001_1_20190101 (2).ack - Notepad
File Edit Format View Help
ACK|SUCCESS
OALIR|001|20171230|OregonDMV|TP00001|1
DTL|1|000000|V|NBS|AA00071|20180511|||1|FOWLER|THIS IS A FAKE NAME|94 Error|1585310|OR|PO BOX 2751|SALEM|OR|97913|1FDCR1255FUB78992|1994|FORD|BX813|I10001_001|20171230|94
EOF
```

TP00002_1_20190101.ack



```
TP00002_1_20190101 (2).ack - Notepad
File Edit Format View Help
ACK|FAILURE|97|Invalid Data Format
```

Appendix E

Change Log

Effective Date	Change
January 22, 2019	Manual adopted through administrative rulemaking DMV 51-2018, f. 12-13-18, cert. ef. 1-22-2019.
January 22, 2019	<p>Prior to the effective date of the rulemaking, the following minor changes were made to the manual.</p> <ul style="list-style-type: none">• Added the following bullet to sections 5.1, 7 and 7.2: “Non-conforming VINs do not have characters added to the beginning or the end.”• In Appendix C, replaced the image of form 735-7106 with new version of the form.
January 22, 2019	Manual adopted through administrative rulemaking DMV 51-2018, f. 12-13-18, cert. ef. 1-22-2019.
July 22, 2019	<p>Major changes made to the manual to specify:</p> <ul style="list-style-type: none">• All trading partners will electronically exchange (send/receive) ALIR files directly with Oregon DMV via Secured File Transfer Protocol (SFTP).• All trading partners will electronically exchange ALIR files with Oregon DMV, using a delimited, flat-file format.• Modified the testing a trading partner must conduct with DMV in order to submit insurance data to DMV (Section 6).• Modified Appendix C to speak to forms for creating and changing profiles for trading partners and insurance companies. <p>Manual adopted through administrative rulemaking DMV 15-2019, f. 07-22-19, cert. ef. 07-22-2019.</p>