

SMART Web Application

SMART is a submission management and reconciliation tool that allows all reporting companies to reconcile and confirm their statistical data submissions. SMART allows companies to monitor, manage and resolve data submission issues in a timely fashion, thus eliminating possible late reporting/confirmation fees.

Below are some helpful tips for using the SMART application:

- Commercial Liability and OSABs Statistical Plan data must be received and confirmed within 30 days following the end of a given month. For example, March 2010 data must be received and confirmed by April 30th, 2010.
- Balances that are displayed in red must be confirmed within one month of the entry date. It is important that specific business reasons be provided when confirming balances that have a significant variance compared to the balance for the previous month or the same month of the previous year's data.
- Reporting companies that submit and confirm their data submissions on time will avoid unnecessary deficiency fees.
- There are five reports available in SMART to help companies track their submission status:
 - **Balance Report** – provides a three-calendar-year history of submission balances.
 - **Company Group Balance Report** – provides monthly totals by plan, kind and entry date within a three-calendar-year period.
 - **Submission Detail Report** – details the record count and dollar amount for both the overall submission and the resultant error records.
 - **Submission Status Report** – confirms successful receipt and processing of data submissions.
 - **Out of Tolerance Report** – provides a summary of all balances requiring confirmation. On the third Monday of every month, companies receive an e-mail detailing which reporting company numbers have out of tolerance balances.