



## APRA Reporting Requirements

Over the last few months we have been working furiously to incorporate the APRA Data Collection and Reporting requirements into WinBEAT.

In 2008, ASIC outlined new reporting requirements for DOFIs (Direct Offshore Foreign Insurers) and DMFs (Discretionary Mutual Funds). In September 2009 a new discussion paper was issued outlining revised reporting requirements for UFIs (Unauthorised Foreign Insurers). This document replaced the original requirements for DOFIs / DMFs.

The new legislation (amendment to the Corporations Act - Dec 2009) requires **all AFS licensed general insurance intermediaries to comply with new data collection and reporting obligations**. The licensees will be required to collect and provide data in two reports. Form 701 Table 1 is a requirement for all AFS licensees. Table 2 is an additional report to Table 1 and is required for policies placed with a UFI.

### Form 701 – Table 1

This report requires **all** AFS licensees who deal in general insurance to provide aggregate details of the total premiums invoiced in the reporting period. The report is broken into the following types of placements:

- APRA authorised insurers
- UFIs (Unauthorised Foreign Insurers)
- Lloyd's underwriters

This report must be submitted even if the licensee only places with APRA authorised insurers.

### Form 701 – Table 2

This report requires 'transactional level data' for all policies placed with a UFI during the reporting period. This report is **only** required by licensees that place policies with a UFI.

The report will contain transactional data consisting of; Transaction Type, Client Code, Policy Code, Invoice Date, Effective Date, APRA Class of Business, Premium, Currency, UFI Name, UFI Country Code, DOFI Exemption Type and Reason (if applicable).

## WinBEAT APRA Reports Release

We are currently working on a new release of WinBEAT that will include the Data Collection requirements for APRA reports. **This version will be available towards the end of April 2010**. The WinBEAT APRA Reports User Guide will be made available to explain how AFS Licensees who deal with UFIs will need to make changes to their WinBEAT set up in order to collect the appropriate information.

As the actual Reports are not due to be lodged for 40 business days after June 30 2010 we will be distributing another WinBEAT Release in July that will include the Reporting component.

For full details of the APRA reporting requirements you can download our White Paper from [www.ebix.com.au](http://www.ebix.com.au)

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## WinBEAT News

### WinBEAT Release 3.3.46

Our latest WinBEAT release, version 3.3.46, has some enhancements that you may consider useful in your day to day processing.

#### Document Packaging Module

The new WinBEAT Document Packaging Module allows a user to combine a set of documents output from a policy transaction with documents from an external location for emailing direct to the client, via the WinBEAT print dialog box.

Using Email Templates you can now automatically email invoices (or any form) with additional documents such as your FSG, Duty of Disclosure or Privacy wordings. This entire process can be fully automated so all the user does is click the *email all* button in the print dialog box.

For full details on setting up this function see the WinBEAT Release Notes (**H**elp – **W**hat's **N**ew), or email [winbeat@ebix.com.au](mailto:winbeat@ebix.com.au) to request the WinBEAT Document Packaging User Guide. There is no charge for this module.

#### WinBEAT Online Payment Gateway

The WinBEAT Online Payment Gateway was launched earlier this year with our first site already live and several others under construction. The WinBEAT Online Payment Gateway (OPG) is designed to allow your clients to pay online with their credit card, via your web site.

We will design and implement the page to match your existing web site design. Your clients can pay a single outstanding invoice or the full statement balance and you can apply a credit card surcharge if required. The credit card payment file will be uploaded into WinBEAT each day, negating the need for manual receipting.

The cost to implement the OPG is \$250 per quarter.

For access to our test OPG so you can see for yourself how it works, simply email [winbeat@ebix.com.au](mailto:winbeat@ebix.com.au). We will send you the OPG Reference Guide and a link to our test OPG site so you can try it out for yourself.

### WinBEAT .NET Development

This year we are undertaking the most extensive development since we first introduced WinBEAT to the market in 2002.

We are re-writing the entire program in VB.NET. Without boring you with technical details, very briefly the .NET Framework is Microsoft's latest application development platform that enables developers to easily create Windows applications, web applications, and web services using a myriad of different programming languages, and without having to worry about low-level details like memory management and processor-specific instructions.

This exciting piece of development will be going on through-out 2010 and we plan to have the first release of **WinBEAT 4.0** available late 2010 or early 2011. We will keep you updated on progress in a future edition.

## WinBEAT Hot Tips

### WinBEAT & Microsoft Windows Updates

We are currently experiencing an increase in network issues that appear to be the result of a heavy campaign from Microsoft to secure their networking structure.

We have found that after Microsoft releases a Windows update (which will probably be an "auto-update" on most PCs) we have people contacting our Helpdesk with issues relating to connections being lost or even blocking the WinBEAT client from communicating with the SQL database.

These issues can sometimes be rectified by adding our ports to the firewall on the server and local machine or sometimes by reinstalling the WinBEAT client software.

We have had some cases where clients were forced to Roll back a Windows update to a previous restore point on their machines just to be able to work again with WinBEAT.

Please be advised that, although Microsoft Windows updates are sent out to help secure your PCs, they can possibly interfere with your normal processing. We recommend that your network administrator or IT specialist monitor what is updated if you are unsure about what the Microsoft update is for and how it will affect your network.

### APRA Data Collection & Reporting

You will shortly receive an update to WinBEAT that will include Stage One of the changes we are required to make in WinBEAT to incorporate the APRA Data Collection and Reporting requirements.

Although **ALL** AFS licenced insurance intermediaries are required to submit reports to APRA you will only be required to make changes in WinBEAT if you are dealing with an **Unauthorised Foreign Insurer** (UFI).

If you are dealing with a UFI you should email us at [winbeat@ebix.com.au](mailto:winbeat@ebix.com.au) to request the WinBEAT APRA Reports User Guide which will step you through set up of the new options.

The first reporting period is for policies **invoiced** from 1<sup>st</sup> May 2010 to 30<sup>th</sup> June 2010, and the reports are required to be submitted to APRA within 40 business days from 30<sup>th</sup> June. Therefore Stage Two of the APRA Data Collection and Reporting requirements will be the reporting component which is to be included in a later release of WinBEAT. This release will be sent out at the end of July 2010. An updated User Guide will also be made available to all our customers to assist with the creation and submission of the reports to APRA.

It is therefore quite important that all users do the updates when they become available and check the WinBEAT Release Notes (**H**elp – **W**hat's **N**ew) for the latest details.

Any queries about WinBEAT and APRA reporting requirements can be emailed to [winbeat@ebix.com.au](mailto:winbeat@ebix.com.au)



### New Sunrise Products

Since our last newsletter we have launched two new products with new Underwriters on Sunrise Exchange.

**AMP** are new to Sunrise Exchange and have recently launched their Business Insurance product.

**CHARTIS** are also a new Sunrise Underwriter and have launched a Business Insurance product.

You can contact your underwriter representative to discuss connection to these new products.

### Sunrise Exchange Release 8.0

**Sunrise Exchange Release 8.0** has been successfully deployed. Brokers will not see any substantial changes to their Sunrise interface once this new version has been rolled out however it provides the technology platform for a number of new developments including instalment billing for Sunrise products.

Installation of this release took place over the week-end of 17 & 18 April.

### Sunrise Templates

Don't forget you can utilise Sunrise Templates to totally customise insurer text to suit your specific requirements.

Templates can provide you with standard formatting across all insurer products and alleviate the need for staff to re-format WinBEAT schedule text in order to provide professional presentation.

You can email [templates@ebix.com.au](mailto:templates@ebix.com.au) to obtain more information about implementing Sunrise Templates for some or all of your Sunrise policy classes.

### iClose Products

iClose is our ACORD based end-to-end business solution which incorporates a series of modules that can be implemented individually or in any combination to provide e-commerce solutions.

We continue to roll-out iClose solutions with various interested parties. Currently in production:

- ✓ **iClose Policy** – process new business, renewal and endorsement policy transactions directly with the underwriter
- ✓ **iClose Accounting** – automate the settlement process between broker and underwriter
- ✓ **iClose Placements** – streamline the quoting process by managing quotes for negotiated risk classes
- ✓ **iClose Custom Web Applications** – allow rapid development and deployment of web products for brokers with the ability to import the online transaction into their broking system.

### iClose Custom Web Applications

We are now offering you **iClose Custom Web Applications** which give us the ability to develop and deploy insurance products on your web site and then import the resulting transaction data into WinBEAT using the WinBEAT eLink application.

This means your clients can access your insurance product on your web site, answer a set of questions, obtain a quotation and even bind cover by paying with a credit card using the [Online Payment Gateway](#) facility.

We have already developed a number of custom web applications for our brokers so if you would like more information please email [sales@ebix.com.au](mailto:sales@ebix.com.au)

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## WinBEAT Training 2010

### New - WinBEAT CRM

This year we have developed a new course that will show you how to use your existing WinBEAT software for Customer Relationship Management (CRM). CRM is the strategy for managing and nurturing your company's interactions with your customers and sales prospects. It involves using technology to organise, automate and synchronise business processes - principally sales related activities, but also those for marketing and customer service.

You probably think of your WinBEAT software as "Accounting Software", however WinBEAT has many features that can assist with the sales process and it can be customised to provide many CRM functions for your business.

All your WinBEAT users should be familiar with the standard fields we provide and how they can be utilised as part of the sales/relationship process:

- ✓ Client Accounts
- ✓ Client, Underwriter, Associate & Class Groups
- ✓ User Defined Fields
- ✓ Compliance Fields

Your WinBEAT System Administrator should be able to ensure WinBEAT is configured to suit your business as well as have a strong understanding of the customisation and integration that is available to turn your core customer data into a marketing tool.

The WinBEAT CRM Course is designed to provide these skills and understandings.



## New - Configuring & Managing WinBEAT

This year we have replaced the WinBEAT System Administrator course with the newly devised "Configuring and Managing WinBEAT" course. It is designed to provide you with the skills and understandings to be a supportive and pro-active WinBEAT System Administrator and teach you to manage the WinBEAT database for optimum efficiency and benefit to your business.

### WinBEAT Classroom Training 2010

WinBEAT courses have been scheduled through to the end of November 2010 so make sure you maximise your software investment and book yourself or a member of your staff into a course near you. You can check your training credits by emailing [wbtraining@ebix.com.au](mailto:wbtraining@ebix.com.au). You can download course outlines and see any alterations to courses and dates on our web site [www.ebix.com.au](http://www.ebix.com.au).

## WinBEAT Training Options

We offer a number of training alternatives intended to suit a wide range of business requirements.

Our training options include:

- ✓ Scheduled Classroom Training – see course dates and locations below
- ✓ WebEx web based training - customised to suit your business requirements
- ✓ Customised, on-site training – our training consultant comes to you to provide training that is tailored to your specific needs
- ✓ Operational Review – we review your WinBEAT business processes and provide a report on productivity gaps and training requirements

VICTORIA		
Melbourne	Advanced - WinBEAT Accounting	Wed 28 Apr
Melbourne	Intro WB Transaction Processing	Thu 6 May
Melbourne	<b>New</b> Advanced WinBEAT CRM	Fri 7 May
Melbourne	<b>New</b> Advanced WinBEAT CRM	Fri 16 Jul
Melbourne	<b>New</b> Configuring & Managing WB	Fri 23 Jul
Melbourne	Integrating WinBEAT & MS Office*	Wed 4 Aug
Melbourne	Intermediate WinBEAT Processing	Thu 5 Aug
Melbourne	Intermediate WinBEAT Accounting	Thu 9 Sep
Melbourne	Advanced WinBEAT Accounting	Thu 16 Sep
Ballarat	Advanced - WinBEAT Accounting	Wed 21 Jul
Ballarat	<b>New</b> Configuring & Managing WB	Thu 22 Jul
Bendigo	Advanced - WinBEAT Accounting	Tue 27 Jul
Bendigo	<b>New</b> Configuring & Managing WB	Wed 28 Jul
Gippsland	Intro WB Transaction Processing	Tue 26 Oct
Gippsland	Intermediate WinBEAT Accounting	Wed 27 Oct
ACT		
Canberra	Intermediate WinBEAT Accounting	Tue 4 May
Canberra	Intro WB Transaction Processing	Tue 12 Oct
Canberra	<b>New</b> Advanced - WinBEAT CRM	Wed 13 Oct
NEW SOUTH WALES		
Sydney	<b>New</b> Advanced - WinBEAT CRM	Tue 25 May
Sydney	<b>New</b> Configuring & Managing WB	Wed 26 May
Sydney	Intermediate WinBEAT Processing	Tue 10 Aug
Sydney	Integrating WinBEAT & MS Office*	Wed 11 Aug
Sydney	Advanced WinBEAT Accounting	Thu 12 Aug
Sydney	Intro WB Transaction Processing	Tue 9 Nov
Sydney	Intermediate WinBEAT Processing	Wed 10 Nov
Sydney	Intermediate WinBEAT Accounting	Thu 11 Nov
Newcastle	Integrating WinBEAT & MS Office*	Tue 14 Sep
Newcastle	<b>New</b> Advanced - WinBEAT CRM	Wed 15 Sep

\* For Microsoft Office 2007

TASMANIA		
Launceston	Intermediate WinBEAT Processing	Tue 13 Jul
Launceston	Advanced WinBEAT Accounting	Wed 14 Jul
Launceston	<b>New</b> Advanced - WinBEAT CRM	Thu 15 Jul
QUEENSLAND		
Brisbane	<b>New</b> Advanced - WinBEAT CRM	Wed 16 Jun
Brisbane	Integrating WinBEAT & MS Office*	Thu 17 Jun
Brisbane	Intermediate WinBEAT Processing	Mon 6 Sep
Brisbane	Advanced WinBEAT Accounting	Tue 7 Sep
Brisbane	<b>New</b> Configuring & Managing WB	Wed 8 Sep
Gold Coast	Intro WB Transaction Processing	Tue 18 May
Gold Coast	<b>New</b> Advanced - WinBEAT CRM	Wed 19 May
Gold Coast	Intermediate WinBEAT Accounting	Tue 24 Aug
Gold Coast	Advanced - WinBEAT Accounting	Wed 25 Aug
Gold Coast	Integrating WinBEAT & MS Office*	Thu 26 Aug
Townsville	<b>New</b> Configuring & Managing WB	Tue 21 Sep
Townsville	<b>New</b> Advanced - WinBEAT CRM	Wed 22 Sep
Cairns	<b>New</b> Advanced - WinBEAT CRM	Tue 8 Jun
Cairns	Intro WB Transaction Processing	Wed 9 Jun
Cairns	Intermediate WinBEAT Accounting	Thu 10 Jun
SOUTH AUSTRALIA		
Adelaide	Intermediate WinBEAT Accounting	Tue 17 Aug
Adelaide	Advanced WinBEAT Accounting	Wed 18 Aug
Adelaide	Integrating WinBEAT & MS Office*	Thu 19 Aug
Adelaide	Intermediate WinBEAT Processing	Tue 16 Nov
Adelaide	<b>New</b> Configuring & Managing WB	Wed 17 Nov
Adelaide	<b>New</b> Advanced - WinBEAT CRM	Thu 18 Nov
WESTERN AUSTRALIA		
Perth	Intermediate WinBEAT Processing	Tue 5 Oct
Perth	Intermediate WinBEAT Accounting	Wed 6 Oct
Perth	<b>New</b> Advanced - WinBEAT CRM	Thu 7 Oct

\* For Microsoft Office 2007

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