

Chapter 12: Technical Specifications

Insurance Policy Management (IPM) Program Manual

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Change	Description	Date Updated/Version Number
References Section	Updated hyperlinks in document and References section to new Business Partner website on Mass.gov.	04/29/2024 – V3.0

Overview

Information regarding the IPM Program can be found in the following chapters, on the [IPM Program Documentation](#) page:

Chapter Number / Transaction Type

- [Chapter 1: Overview of IPM Program](#)
- [Chapter 2: New Business](#)
- [Chapter 3: Bind Verification](#)
- [Chapter 4: Policy Renewals](#)
- [Chapter 5: Policy Amendments](#)
- [Chapter 6: Policy Cancellations](#)
- [Chapter 7: Policy Reinstatements](#)
- [Chapter 8: Clear and Amend Unpaid Premium](#)
- [Chapter 9: Section 5 Registrations](#)
- [Chapter 10: Trailer Reporting](#)
- [Chapter 11: Notice to Carrier](#)
- [Chapter 12: Technical Specifications](#)
- [Chapter 13: Re-Establish Policy Transactions](#)
- [Appendix B: Plate Type Chart](#)

Technical Specifications

This chapter identifies the technical requirements and formats necessary for implementation of the IPM Program. The primary interface which supports the IPM Program in **ATLAS** uses **SOAP-based Web Services** to transmit/receive data. The secondary method is to submit **Batch** files. The third option is manual processing/error resolution, which can be initiated via the **eServices Insurance Portal**. Interface between **ATLAS** and the IPM Service Provider will be secured using a combination of IP whitelisting and certificate authentication.

IPM System Architecture

The system architecture of IPM consists of the Registry of Motor Vehicles (RMV) system, **ATLAS** system, which hosts the **Web Service**, receives an IPM transaction message.

How to Enroll in the IPM Program

To participate in the IPM Program, the RMV requires that all participants complete and sign an Agreement for Access to Records and Data (Access Agreement). The Access Agreement must be signed by an authorized signer of your business. The Access Agreement and other required documentation can be found in the [IPM Program Documents](#) page of the [RMV Business Partners Website](#).

All participants are required to submit the documentation listed above. Note that for security reasons, the RMV will not grant access to the technical documentation prior to the submission and approval of the completed forms.

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The following required documentation must be submitted to Atlas.IPM@dot.state.ma.us in order to participate in the IPM Program:

1. Access Agreement.
2. RMV Business Partner Contact Form.

Program Contact

All inquiries, both administrative and technical, concerning the IPM Program should be directed to:

IPM Program

MassDOT - Registry Division

25 Newport Ave., Extension

North Quincy, MA 02171

Email: Atlas.IPM@dot.state.ma.us

System Access

Once the required documentation has been submitted to the RMV and approved, you will be contacted by the RMV. Depending on the chosen Method(s) of Access, follow the steps in the chart below:

Step	eServices Insurance Portal	SFTP (Batch)	Web Services
1.	Portal credentials will be sent to each End User via secured email.	Review the information provided on the IPM Program page and the information provided in the IPM Program Manual .	Review the information provided on the IPM Program page. The page has the Web Services specifications and data dictionaries.
2.	Each End User will receive a link to the Computer Based Training (CBT) on using the eServices Insurance Portal .	An email will be sent to the technical contact with login credentials.	An email will be sent to the technical contact with login credentials.
3.	Log into the eServices Insurance Portal using the secured link provided by the RMV.	Review the IPM Program page and follow instructions provided.	Review the IPM Program page and follow instructions provided.

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	<p>NOTE: For eServices Insurance Portal access and authentication questions, email: RMVBusinessPartners@dot.state.ma.us.</p>		
4.		<p>Download MOVEit™ documentation: MOVEit™ User Guide</p>	<p>The RMV configures user information to our application and advises when the connection will be enabled.</p>
5.		<p>You will receive an email from the MOVEit Team with your MOVEit™ QA credentials.</p>	<p>Credentials will be given to user for testing connectivity.</p>
6.		<p>Testing: You will be required to upload a test request file into the MOVEit™ QA environment.</p> <p>NOTE: Test files should contain all transactions able to be processed.</p>	<p>After successful testing, the RMV requires that you complete an Attestation Form confirming successful testing.</p>
7.		<p>You will receive a test response file from the RMV.</p>	<p>Once the RMV receives your Attestation Form, production access will be granted, and credentials will be issued.</p>
8.		<p>After successful testing, the RMV requires that you complete an Attestation Form confirming successful testing.</p>	

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9.		Once the RMV receives your Attestation Form, production access will be granted.	
10.		You will receive an email from the MOVEit Team with your MOVEit™ Production credentials. Upon receipt, users can begin to exchange files with the RMV.	

NOTE: New IPM Program participants that choose either the SFTP and/or the **Web Services** options are required to successfully test with the RMV prior to being granted access to the RMV's production environment.

References

[RMV Business Partners Website](#)

[IPM Program](#)

[IPM Program Documents](#)