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**EESSI – CDM 4.3**

**AWOD-Accidents at Work and Occupational Diseases**

**DA025-v4.3.4**

Reply to Contestation to Claim Interest on Late Payment – Interest (RPY\_COC\_ILP)

*SED Guidelines*

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| **Authors** | European Commission, DG EMPL A4, EESSI BA |
| **Revised by** | European Commission, DG EMPL A4, EESSI BA |
| **Approved by** | European Commission, DG EMPL A4, EESSI PMO |

**Document history**

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| v4.3.4 | 30/04/2024 | Implementation of change request EESSI-12076 by updating the attachments paragraph to reflect the way the attachments must be correctly referenced. Also added the Document history table. |

**DA025 – Reply to Contestation to Claim Interest on Late Payment - Interest (RPY\_COC\_ILP)**

**Purpose of the SED:**

The SED DA025 is used to reply to contestation to claim interest on late payment.

* After receiving a contestation, only one reply on DA025 can be sent for full or partial contestation .
* All attachments supporting the reply must be attached to the individual part of the DA025. An attachment, that is not correctly referenced to a specific individual part, cannot be forwarded to the competent institution, and might not be handled properly;
* The amount of accepted contestation mentioned in DA025 refers only to the contestation and amount of benefits included in specific contestation round (DA024-DA025). It does not reference to all previous contestation round if the contestation branch was executed several times.

Acronyms used in DA025:

* ILP – interest on late payment;
* COC\_ILP – contestation to claim interest on late payment;
* RPY\_COC\_ILP – reply to contestation to claim interest on late payment.

Reimbursement SEDs includes 2 parts: global and individual.

Global part of DA025 includes following mandatory fields:

* **Reference numbers:**
  + “Global ILP Reference Creditor Liaison Body” – a reference number of the ILP claim specified in the DA020, which should be copied without any change;
  + “Global COC\_ILP Reference Debtor Liaison Body” – a reference number of the COC\_ILP claim specified in the DA024, which should be copied without any change;
  + “Global RPY\_COC\_ILP Reference Creditor Liaison Body” - a reference number of the reply to contestation to ILP claim which allows to identify the reply in the next steps of the exchange and in any future communication (links the SEDs). It is a unique number for given reply and is repeated subsequently in the following SEDs at the global and at the individual level of SED.
* **Total number of contestation replies** – which summarize the number of the replies for individual contestation and should be equal to the number of repeated (⭮) individual parts;
* **Total amount of accepted contestations** – which summarize the amounts of the accepted contestation to ILP claim which are specified in each individual claim. If none of the contestation was accepted the amount is equal 0;
* **Date of submission** – with a date on which DA025 is submitted by the Creditor Liaison Body (Case Owner).

Individual part of DA025, which can be repeated (⭮), allows to provide information about the reply to each contestation for individual ILP claim and includes following mandatory fields:

* **ID Creditor / Debtor Institution** – copied from DA020 – with identification data (Institution ID, institution name) either of the institution of the place of residence / stay which provided benefits and requested reimbursement (Creditor) or the competent institution which issued entitlement document and is responsible for covering the cost of the benefits (Debtor);
* **References** – a set of references which allows to identify the COC\_CRN\_ILP on global and individual level and connect it with the previous SEDs, including:
  + “Global ILP Reference Creditor Liaison Body” – a reference number of the ILP claim specified in the DA020, which allows to link individual COC\_ILP with the original ILP claim (DA020) and should be copied without a change;
  + “Global COC\_ILP Reference Debtor Liaison Body” – a reference number of the COC\_ILP specified in the global part of DA024 which allows to link individual reply to contestations RPY\_COC\_ILP with the COC\_ILP (DA024) and should be copied without a change;
  + “Global RPY\_COC\_ILP reference Creditor Liaison Body” - a reference number of the RPY\_COC\_ILP specified in the global part of DA025 which allows to link individual replies with the global part of DA025 and should be copied without a change;
  + “Individual ILP number Creditor Liaison Body” – a reference number of the individual ILP claim specified in the individual part of DA020 which allows to link the individual RPY\_COC\_ILP (DA025) with individual ILP claim (DA020) and should be copied without a change;
  + “Individual COC\_ILP Number Debtor Liaison Body ” – a reference number of the individual COC\_ILP specified in the individual part of DA024 which allows to link the individual RPY\_COC\_ILP (DA025) with the individual COC\_ILP (DA024) and should be copied without a change;
  + “Individual RPY\_COC\_ILP number Creditor Liaison Body” – a reference number of the individual RPY\_COC\_ILP which allows to identify the replies in the next steps of the exchange and in any future communication (links the SEDs). It is a unique number for given reply and is repeated subsequently in the following SEDs at the individual level of SED.
* **Person receiving benefits** – copied from DA020 – an information about the person who received the benefits in kind;
* **Reply to contestation** – with a list of predefined reasons:
  + 01 – Contestation accepted in full – should be chosen if the contestation is accepted and the claims are being withdrawn from the ILP claim (DA010). If this reason is chosen amount of the accepted contestation must be provided. This amount is being summarized in the **Total amount of accepted contestation** in the global part;
  + 02 – Contestation partially accepted and invoice concerned decreased – should be chosen if only part of the contestation for ILP claim has been accepted. If this reason is chosen adjusted amount of the individual interest should be provided (amount of claim which is still to be paid);
  + 03 – Rectified corresponding claim interest number is – If this reply is chosen the correct interest claim number must be provided
  + 04 - Initial claim not paid in time, paid on – should be chosen if the ILP claim has not been paid within the deadlines specified in the regulations. If this reply is chosen a date must be provided;
  + 05 – Initial claim not contested in time, date of contestation – should be chosen if the initial claim for which ILP claim has been introduced has been contested after the 18 months of the end of the month during which they were introduced to the Debtor Liaison Body (art. 12 par. 1 S9). If this reply is chosen a date must be provided;
  + 06 – ILP received in time - – should be chosen if the ILP claim has not been introduced after the deadline, i.e. before the 6 month following the month during which the late payment was made. If this reply is chosen a date must be provided
  + 07 – Down payment not paid in time, payment received on. If this reply is chosen a date must be provided;
  + 08 – Down payment did not cover 90% of the total claim, covered [percentage to be filled in]. If this reply is chosen the down payment percentage must be provided;
  + 09 – Interest period is correct
  + 10 – Interest rate percentage is correct
  + 11 – Claim amount is correct
  + 99 - Other – should be chosen if none of the replies available is applicable and it is a free text field. If this reply is chosen details about the other reason must be provided in the free text field;

It is possible to choose only one reply among the ones available.

* **Amount accepted contestations – available if reply code 01 chosen –** This is the amount of the accepted contestation which reduces the amount of the claim sent in DA020. The amount of accepted contestation refers only to the contestation and amount of benefits included in the specific contestation round (DA024 – DA025). It does not include the amounts of accepted contestations from all previous contestation rounds (if the contestation branch was executed several times). The CURRENT claim amount will be reduced by this amount

It is possible to add attachments to DA025. Especially the proof to support the reply to contestations. All attachments supporting the reply must be attached to the individual part of the SED. An attachment that is not correctly referenced to a specific individual part might not be handled properly.

In order to see the content and explanatory notes of SED DA025 please click [here](Forms/DA025_en.htm).