

MILAR Frequently Asked Questions

Updated May 2015

- 1. What is the Mortgage Insurance Loan Activity Report (MILAR) Minimum Dataset?** A standard report developed by the MI industry to meet the new reporting requirements in the New Master Policy.
- 2. Where do I find the MILAR Minimum Dataset Template?**
<https://miservicing.genworth.com/pdfu/MinDataForServicerTemplate201501.xlsx>
NO CHANGES CAN BE MADE TO COLUMN HEADERS.
- 3. Does this replace the monthly delinquency (ADR) report?** No. You will still need to submit your monthly delinquency report.
- 4. How often and when do I need to deliver the MILAR report?** The report should be generated on a monthly basis preferably by the 7th business day of the month.
- 5. What is the preferred delivery format?** We can accept the following formats: Microsoft Excel (.xlsx, .xls), Pipe Delimited File (.txt) and CSV File (.csv) can be accepted as long as there are no commas in the data.
- 6. Is there a preferred naming convention for the MILAR report?** The preferred naming convention is <ServicerName>_MiniMILAR_yyyymmdd (cutoff date for the data being reported, also in column A of MILAR report, i.e. AnywhereBank_MiniMILAR_20150331). There can be no spaces in the name of the file.
- 7. How do I submit the MILAR report?** Go to <https://miservicing.genworth.com>. In the bottom right hand corner find **Secure Submission**. Click "GO" to upload your secure submission file. Please make sure to choose the MILAR document type when uploading the file.
- 8. Do I need a username and password to submit the MILAR report?** No. Upon entering the Secure Submission Website, please **Upload** your **Document** and select **MILAR** from the drop down menu under **Document Type**. You will then need to enter your **Org # / Master Policy** and **email address** prior to selecting **Submit**.
- 9. Do I have to put my Master Policy number in the name of the MILAR report?** No
- 10. Which loans should be included on the MILAR report?** MILAR as a report requires all loans in your portfolio.
- 11. What if certain data fields do not apply to a particular loan?** Any field that does not have applicable data for that loan should be left blank. Do not populate with "N/A" or "0".
- 12. Can I submit a test file prior to July 1, 2015?** Yes definitely. Send a secure file to GNW.MortServicingReport@genworth.com. Please indicate "test data" in the subject line of the email. Also in the email please include all servicer contact information for follow-up purposes.

13. How do I save the file before sending? The best way to save the template before sending is to delete all the instructional tabs at the bottom of the spreadsheet so only the template tab remains. If you are keeping all the tabs at the bottom of the spreadsheet prior to sending, the template tab must be opened when saving the file for the last time.

14. On a monthly basis which reports am I responsible to submit to Genworth?

If I am a Servicer who is:	MILAR 169 Dataset	MILAR 32/19 Dataset	ADR	Delegated On-line Workout Reporting Tool	Submit Individual Loans for Decision
Utilizing Genworth's Workout Delegation and opts to use the full MILAR Report	X		X		
Utilizing Genworth's Workout Delegation and opts to use the Minimal MILAR Data Set		X	X	X	
Not Utilizing Genworth's Workout Delegation		X	X		X

15. How do I know if our company is a delegated servicer for loss mitigation workouts?

All servicers have been offered delegation within specific guidelines which has a requirement of reporting delegated workouts. You can request a copy of our delegated parameters from Genworth ActionCenter® at 800 444.5664.

Contact Information for MILAR questions

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