

2024 Questionnaire
for the April 2024 Insurance Capital Standard (ICS) Data Collection Exercise of the
Monitoring Period Project

(“the ICS Questionnaire”)

The ICS Questionnaire has been developed as a supporting document for groups participating in the 2024 ICS Data Collection Exercise and must be read in conjunction with the associated ICS Technical Specifications, ICS data collection Template and Yield Curve documentation. All documents are provided for information only.

These documents do not replace or supersede the ICS Level 1 and Level 2 documents, which have been agreed and published by the IAIS.



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1 Introduction

1.1 Preamble

This Questionnaire focuses on supplementary information in relation to data provided in the Template for the April 2024 ICS Data Collection Exercise of the Monitoring Period Project, and is due **31 July 2024**.

2 Identification

1	Please provide the name of your IAIG/Volunteer Group below:	
	IAIG / Volunteer Group name	
	Insert text	
2	Please indicate the date of submission of this questionnaire (dd/mm/yyyy). If an earlier submission of this Questionnaire has been updated please indicate a new date here:	
	Date of this submission	
	Insert text	
3	Please indicate the name of the contact persons for queries about the responses to this Questionnaire, including email address and telephone number.	
	Primary Contact	Information
	Name:	Insert text
	Email:	Insert text
	Phone:	Insert text
	Backup Contact	Information
	Name:	Insert text
	Email:	Insert text
	Phone:	Insert text

3 General questions

Template sheet(s) referred to in this section:	Various
Key Technical Specification section(s) relevant to this section	Various

4	Were any material assumptions or simplifications used when providing ICS data? Examples of assumptions or simplifications follow the question.						
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, complete the following question for <u>each</u> material assumption or simplification used. Please specify the item or issue, including a reference to the Technical Specifications or Template, and provide a description with sufficient detail to allow an assessment of materiality and potential impact. In the description, also indicate whether you anticipate future reliance on the assumption or simplification or was it due to circumstances such as a resource constraint. <table border="1"> <thead> <tr> <th>Item name</th><th>Reference</th><th>Description</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td><td>Insert text</td></tr> </tbody> </table> <i>(Add additional rows as necessary)</i> Examples where assumptions or simplifications may have been used: 8.2 Deferred tax from the ICS Adjustments – Was difficulty encountered being able to offset deferred taxes arising from the ICS Adjustment where an assumption or simplification was used?	Item name	Reference	Description	Insert text	Insert text	Insert text
Item name	Reference	Description					
Insert text	Insert text	Insert text					
5	Were any material changes made in reporting data between Years 4 and 5 of the Monitoring Period (eg simplifications that were used last year that are no longer being used)?						
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please specify the item or issue, including a reference to the Technical Specifications or Template, and provide a description as well as rationale for its relevance to analysis. Please describe in summary, but with sufficient detail to allow an assessment of materiality and potential impact. <table border="1"> <thead> <tr> <th>Item name</th><th>Reference</th><th>Description and rationale</th></tr> </thead> <tbody> </tbody> </table>	Item name	Reference	Description and rationale			
Item name	Reference	Description and rationale					

	Insert text	Insert text	Insert text																					
	<i>(Add additional rows as necessary)</i>																							
6	Please provide an assessment of the quantitative impact on the coverage ratio of the changes to the ICS listed below (main changes between 2023 and 2024, irrespective of how the ICS was calculated in practice in 2023). When a quantitative assessment is not possible, please provide a qualitative indication of impact (negligible impact, small (< 2 percentage points), medium (< 10 pp) or high (> 10 pp) increase / decrease).																							
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please specify the difficulties encountered for each of the items listed in the table below. <table border="1"> <thead> <tr> <th>Change</th> <th>Reference</th> <th>Estimated impact on coverage ratio (in percentage points)</th> </tr> </thead> <tbody> <tr> <td>Changes in the scope of recognised management actions.</td> <td>Section 5.2.4 and 7.1.3</td> <td></td> </tr> <tr> <td>Change in Middle Bucket criteria</td> <td>§§ 132 to 134</td> <td></td> </tr> <tr> <td>Change in Middle Bucket spread adjustment calculation (allowance of unhedged assets in unmatched currencies and recognition of callable bonds)</td> <td>Section 5.2.5.3.2.3</td> <td></td> </tr> <tr> <td>Change in the calculation of the modulation factor</td> <td>Section 5.2.5.3.2.5</td> <td></td> </tr> <tr> <td>Change in deductions from Tier 1 capital resources</td> <td>§226</td> <td></td> </tr> <tr> <td>Change in Non-life calibration (Accident and Health in Hong Kong SAR)</td> <td>Table 16</td> <td></td> </tr> </tbody> </table>			Change	Reference	Estimated impact on coverage ratio (in percentage points)	Changes in the scope of recognised management actions.	Section 5.2.4 and 7.1.3		Change in Middle Bucket criteria	§§ 132 to 134		Change in Middle Bucket spread adjustment calculation (allowance of unhedged assets in unmatched currencies and recognition of callable bonds)	Section 5.2.5.3.2.3		Change in the calculation of the modulation factor	Section 5.2.5.3.2.5		Change in deductions from Tier 1 capital resources	§226		Change in Non-life calibration (Accident and Health in Hong Kong SAR)	Table 16	
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	Changes in the Interest rate risk charge (removal of twist scenarios and cap on the LTFR stress)	Section 7.3.2							
	Changes in the Non-Default Spread risk charge (introduction of a cap and floor)	Section 7.3.3							
	Change in the Currency risk calibration	Section 7.3.6							
	Recognition of Cash as collateral for the Credit risk charge calculation	Section 7.4.2.1							
	Changes to the Non-insurance risk charge (add-on charge by the supervisor and calculation with negative equity values)	Section 7.7							
7	Do you have further comments regarding the ICS not specifically addressed elsewhere in the Questionnaire? Where appropriate, this includes comments on data, additional relevant data, and/or calculations that you consider relevant to the analysis (that is, have the potential to have a material impact on any conclusions reached based on the data and/or its analysis).								
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please specify the item or issue, including a reference to the Technical Specifications or Template, and provide a description as well as rationale for its relevance to analysis. Please describe in summary, but with sufficient detail to allow an assessment of materiality and potential impact. <table border="1"> <thead> <tr> <th>Item name</th><th>Reference</th><th>Description and rationale</th></tr> </thead> <tbody> <tr> <td> </td><td> </td><td> </td></tr> </tbody> </table>			Item name	Reference	Description and rationale			
Item name	Reference	Description and rationale							



	Insert text	Insert text	Insert text
	<i>(Add additional rows as necessary)</i>		

4 Perimeter of the ICS Calculation

Template Sheets referred to in this section:	GAAP and ICS Balance Sheets
Key Technical Specification sections relevant to this section	4. Reference ICS: Perimeter of the ICS Calculation

8	Has an amount been reported in the worksheet <i>GAAP and ICS Balance Sheets</i>, table <i>Balance sheets</i>, Row (-) <i>adjustments already included in other equity items</i>?						
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please provide a description of what was included in the amount in sufficient detail to understand why the offset was necessary. <table border="1"> <thead> <tr> <th>Amount</th><th>Description</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td></tr> </tbody> </table> (Add rows as necessary)	Amount	Description	Insert text	Insert text		
Amount	Description						
Insert text	Insert text						
9	Has an amount been reported in the <i>Other</i> line in the <i>Equity</i> section of the worksheet <i>GAAP and ICS Balance Sheets</i>?						
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please provide additional information on the amount so that the IAIS can determine whether that amount should be included within ICS capital resources. <table border="1"> <thead> <tr> <th>Amount</th><th>Description</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td></td></tr> <tr> <td></td><td></td></tr> </tbody> </table> (Add rows as necessary)	Amount	Description	Insert text			
Amount	Description						
Insert text							

5 Capital requirement

5.1 Self-assessment template for natural catastrophe models

Template Sheets referred to in this section:	N/A
Key Technical Specification sections relevant to this section	7.2.4.7 Safeguards for natural catastrophe models

10	<u>Safeguard 1 – Description of the scope of application</u> <i>The IAIG describes the perimeter of the natural catastrophe model's calculation.</i> Is Safeguard 1 met?								
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please describe the scope of application of the natural catastrophe model. <table border="1"> <thead> <tr> <th>Item name</th><th>Description and rationale</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td></tr> <tr> <td></td><td></td></tr> <tr> <td></td><td></td></tr> </tbody> </table> (Add rows as necessary)	Item name	Description and rationale	Insert text	Insert text				
Item name	Description and rationale								
Insert text	Insert text								
11	Do you have any natural catastrophe models that were developed internally?								
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please describe the scope of application of each CAT model. <table border="1"> <thead> <tr> <th>Item name</th><th>Description and rationale</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td></tr> <tr> <td></td><td></td></tr> </tbody> </table>	Item name	Description and rationale	Insert text	Insert text				
Item name	Description and rationale								
Insert text	Insert text								

	(Add rows as necessary)									
12	<u>Safeguard 2 – Validation</u> <i>The IAIG demonstrates that a rigorous process is in place by which they can establish whether their natural catastrophe model framework is sound or whether improvements are needed.</i> Is Safeguard 2 met?									
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, Please describe the validation process for the CAT model. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 30%;">Item name</th> <th>Description and rationale</th> </tr> </thead> <tbody> <tr> <td>Insert text</td> <td>Insert text</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table> (Add rows as necessary)		Item name	Description and rationale	Insert text	Insert text				
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Insert text	Insert text									
13	<u>Safeguard 3 – Sign-off by senior management</u> <i>The senior management of the IAIG has ownership of the natural catastrophe model, and the model complies with the validation process prescribed by the natural catastrophe model governance process.</i> Is Safeguard 3 met?									
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If NO, please explain whether a change is planned and the expected timeline. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 30%;">Item name</th> <th>Description and rationale</th> </tr> </thead> <tbody> <tr> <td>Insert text</td> <td>Insert text</td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>		Item name	Description and rationale	Insert text	Insert text				
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14	<u>Safeguard 4 – Statistical quality test</u> <i>The statistical quality test addresses issues related to the following technical aspects of the natural catastrophe model:</i> • methodology and assumptions; • coverage of material risks; • data (including external data) and expert judgment; • aggregation of risks and diversification effects; • consistency with the method used for the calculation of technical provisions; • allowance for risk mitigation techniques and future management actions; and • financial guarantees and contractual options. Is Safeguard 4 met?									
	Provide your response by placing an 'x' in the relevant cell: <input style="width: 30px; height: 30px; border: 1px solid black;" type="checkbox"/> YES <input style="width: 30px; height: 30px; border: 1px solid black;" type="checkbox"/> NO <input style="width: 30px; height: 30px; border: 1px solid black;" type="checkbox"/> Not Applicable If YES, please describe in summary how statistical quality tests are used in the natural catastrophe model. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="width: 30%;">Item name</th> <th>Description and rationale</th> </tr> </thead> <tbody> <tr> <td>Insert text</td> <td>Insert text</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table> (Add rows as necessary)		Item name	Description and rationale	Insert text	Insert text				
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Insert text	Insert text									
15	<u>Safeguard 5 – Use test and governance</u> <i>The use test reflects the IAIG's view of its risks and is used in decision-making.</i> Is Safeguard 5 met?									
	Provide your response by placing an 'x' in the relevant cell: <input style="width: 30px; height: 30px; border: 1px solid black;" type="checkbox"/> YES <input style="width: 30px; height: 30px; border: 1px solid black;" type="checkbox"/> NO <input style="width: 30px; height: 30px; border: 1px solid black;" type="checkbox"/> Not Applicable If YES, please describe, in summary, how the use test is carried out, as well the model governance and internal controls at different stages of the model.									

	<table border="1"> <tr> <th>Item name</th><th>Description and rationale</th></tr> <tr> <td>Insert text</td><td>Insert text</td></tr> <tr> <td></td><td></td></tr> <tr> <td></td><td></td></tr> </table> (Add rows as necessary)	Item name	Description and rationale	Insert text	Insert text				
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16	<u>Safeguard 6 – Documentation standards</u> <i>The documentation of the natural catastrophe model includes its use and other related aspects, such as:</i> <i>facilitates the supervisory review of the model;</i> <i>facilitates Senior Management’s understanding; and</i> <i>recognises the weaknesses of the model.</i> Is Safeguard 6 met?								
	Provide your response by placing an ‘x’ in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please describe, in summary, the documentation that is currently available. <table border="1"> <tr> <th>Item name</th><th>Description and rationale</th></tr> <tr> <td>Insert text</td><td>Insert text</td></tr> <tr> <td></td><td></td></tr> <tr> <td></td><td></td></tr> </table> (Add rows as necessary)	Item name	Description and rationale	Insert text	Insert text				
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Insert text	Insert text								
17	<u>Safeguard 7 – List of catastrophe risk sources that are not modelled</u> <i>The IAIG recognises the limitations in the scope of their natural catastrophe model. IAIGs make a list of natural catastrophe risks specified in the ICS but not modelled, and explain why those risks are not modelled.</i> Is Safeguard 7 met?								
	Provide your response by placing an ‘x’ in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable								



	If YES, please list those natural catastrophe risks that are not modelled, the reason those risks are not modelled, and an assessment of the impact.	
	Item name	Description and rationale
	Insert text	Insert text
<i>(Add rows as necessary)</i>		



6 Self-assessment Template for Internal Models

IAIGs submitting internal model related data should complete and submit the self-assessment template, which assesses the degree of compliance with the list of prerequisites.

The scope of application of internal models is limited to the calculation of the ICS capital requirement and not to other areas of the ICS such as capital resources or valuation (eg MAV). Therefore, the development of internal models is meant to introduce only an alternative calculation of the ICS capital requirement, while the valuation of the assets and liabilities of the IAIG would continue to be calculated according to the methods set out by the IAIS. However, the IAIS expects convergence between the valuation basis embedded in the internal model and the valuation basis for the ICS during the monitoring period.

IM1	Do you use a full internal model?												
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If No, please describe which type of partial internal model you use. Please describe in summary, but with sufficient detail to allow an assessment of the perimeter of the internal model. <table border="1"> <thead> <tr> <th>Partial model type</th><th>Description</th></tr> </thead> <tbody> <tr> <td>Partial – One or more risk charges of the ICS standard method capital requirement</td><td>Insert text if this partial model type is used</td></tr> <tr> <td>Partial – One or more sub-risk charges of the ICS standard method capital requirement</td><td>Insert text if this partial model type is used</td></tr> <tr> <td>Partial – One or more risk charges or sub-risk charges not captured by the ICS standard method capital requirement</td><td>Insert text if this partial model type is used</td></tr> <tr> <td>Partial – Only one or more major business units or legal entities</td><td>Insert text if this partial model type is used</td></tr> <tr> <td>Other model structure</td><td>Insert text if this partial model type is used</td></tr> </tbody> </table>	Partial model type	Description	Partial – One or more risk charges of the ICS standard method capital requirement	Insert text if this partial model type is used	Partial – One or more sub-risk charges of the ICS standard method capital requirement	Insert text if this partial model type is used	Partial – One or more risk charges or sub-risk charges not captured by the ICS standard method capital requirement	Insert text if this partial model type is used	Partial – Only one or more major business units or legal entities	Insert text if this partial model type is used	Other model structure	Insert text if this partial model type is used
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	(Add additional rows as necessary)																																		
IM2	Do you use the partial internal model for calculation of risk charges in any of the below mentioned risk categories?																																		
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please describe in summary, how the internal model is used to calculate risk charges in below mentioned risk categories. <table border="1"> <thead> <tr> <th>Risk category</th><th>Description of the usage</th></tr> </thead> <tbody> <tr><td>Mortality risk</td><td></td></tr> <tr><td>Longevity risk</td><td></td></tr> <tr><td>Morbidity/Disability risk</td><td></td></tr> <tr><td>Lapse risk</td><td></td></tr> <tr><td>Expense risk</td><td></td></tr> <tr><td>Premium risk</td><td></td></tr> <tr><td>Claims reserve risk</td><td></td></tr> <tr><td>Catastrophe risk</td><td></td></tr> <tr><td>Interest Rate risk</td><td></td></tr> <tr><td>Non-default Spread risk</td><td></td></tr> <tr><td>Equity risk</td><td></td></tr> <tr><td>Real Estate risk</td><td></td></tr> <tr><td>Currency risk</td><td></td></tr> <tr><td>Asset Concentration risk</td><td></td></tr> <tr><td>Credit risk</td><td></td></tr> <tr><td>Operational risk</td><td></td></tr> </tbody> </table>	Risk category	Description of the usage	Mortality risk		Longevity risk		Morbidity/Disability risk		Lapse risk		Expense risk		Premium risk		Claims reserve risk		Catastrophe risk		Interest Rate risk		Non-default Spread risk		Equity risk		Real Estate risk		Currency risk		Asset Concentration risk		Credit risk		Operational risk	
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	<i>(Add additional rows as necessary)</i>														
IM3	Do you meet the criteria for validation?														
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If Yes, please describe the validation process of the internal model. If No, please describe the shortcomings and whether changes are planned. <table border="1"> <thead> <tr> <th>Description item</th><th>Description rationale</th><th>Yes/No</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td><td></td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </tbody> </table> <i>(Add rows as necessary)</i>			Description item	Description rationale	Yes/No	Insert text	Insert text							
Description item	Description rationale	Yes/No													
Insert text	Insert text														
IM4	Do you meet the criteria for statistical quality tests?														
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please describe in summary on how statistical quality tests are used in the internal model. If No, please describe the shortcomings and whether changes are planned. <table border="1"> <thead> <tr> <th>Comment name</th><th>Comment description</th><th>Yes/No</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td><td></td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </tbody> </table> <i>(Add rows as necessary)</i>			Comment name	Comment description	Yes/No	Insert text	Insert text							
Comment name	Comment description	Yes/No													
Insert text	Insert text														
IM5	Do you meet the criteria for calibration tests?														
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable														

	If YES, please describe in summary on how calibration tests are used in the internal model. If No, please describe the shortcomings and whether changes are planned. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%;">Statistical quality test</th> <th style="width: 50%;">Description of the test</th> <th style="width: 30%;">Yes/No</th> </tr> <tr> <td>Insert text</td> <td>Insert text</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table> <i>(Add rows as necessary)</i>			Statistical quality test	Description of the test	Yes/No	Insert text	Insert text							
Statistical quality test	Description of the test	Yes/No													
Insert text	Insert text														
IM6	Do you meet the criteria for the use test?														
	Provide your response by placing an 'x' in the relevant cell: <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> YES <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> NO <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> Not Applicable Please describe in summary the areas where expert judgement is predominantly used. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;"></th> <th></th> </tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </table> <i>(Add rows as necessary)</i>														
IM7	Are the criteria for the use test met?														
	Provide your response by placing an 'x' in the relevant cell: <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> YES <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> NO <input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/> Not Applicable If YES, please describe in summary, how the use test is met. If No, please describe the shortcomings and whether changes are planned.														

Use test	Description	Yes/No
Business planning	Insert text	
Mergers and Acquisitions		
Reinsurance		
Investment		
Underwriting		
Risk Management		
Capital Management (assessment and allocation)		
Performance Management		

(Add rows as necessary)

IM8 Are the criteria for model governance met?

Provide your response by placing an 'x' in the relevant cell:

☐ YES
 ☐ NO
 ☐ Not Applicable

If YES, please describe in summary the model governance and internal controls at different stages of the model.

If No, please describe the shortcomings and whether changes are planned.

Model stage	Description	Yes/No
Model development	Insert text	
Model deployment		
Model implementation		
Model usage		

	Model validation														
	Model changes														
	Data quality														
	Use test checking														
	Roles and relationships of														
IM9	Are the criteria for the documentation standards met?														
	Provide your response by placing an 'x' in the relevant cell: ☐ YES ☐ NO ☐ Not Applicable If YES, please describe in summary how the standards are met. If No, please describe the shortcomings and whether changes are planned. <table border="1"> <thead> <tr> <th>Documentation type</th><th>Description</th><th>Yes/No</th></tr> </thead> <tbody> <tr> <td>Insert text</td><td>Insert text</td><td></td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </tbody> </table> <i>(Add rows as necessary)</i>			Documentation type	Description	Yes/No	Insert text	Insert text							
Documentation type	Description	Yes/No													
Insert text	Insert text														
IM10	Please describe the model documentation process at different stages of the model.														
	<table border="1"> <thead> <tr> <th>Model stage</th><th>Description</th></tr> </thead> <tbody> <tr> <td>Model development</td><td>Insert text</td></tr> <tr> <td>Model deployment</td><td></td></tr> <tr> <td>Model implementation</td><td></td></tr> </tbody> </table>			Model stage	Description	Model development	Insert text	Model deployment		Model implementation					
Model stage	Description														
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	Model usage	
	Model validation	
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	Data quality	
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	Roles and relationships of units responsible for documentation	
<i>(Add rows as necessary)</i>		