



**REFERENCE AND  
STATIC DATA  
REGISTRATION  
USER GUIDE**

**Version 1.01 / October 2018**

## REFERENCE AND STATIC DATA REGISTRATION USER GUIDE

### Table of contents

<b>1</b>	<b>INTRODUCTION .....</b>	<b>7</b>
1.1	OBJECTIVE, SCOPE AND STRUCTURE .....	7
1.2	COLLECTION OF STATIC AND REFERENCE DATA FOR TARGET2 SINGLE SHARED PLATFORM, T2S AND TIPS.....	7
1.3	COLLECTION OF STATIC DATA FOR TEST & TRAINING AND PRODUCTION ENVIRONMENT.....	8
1.4	AVAILABILITY OF FORMS .....	8
1.5	PROCEDURE .....	8
1.6	ROLES AND RESPONSIBILITIES IN THE FORMS COLLECTION PROCESS .....	9
<b>2</b>	<b>OVERALL STRUCTURE OF THE FORMS FOR COLLECTION OF STATIC AND REFERENCE DATA.....</b>	<b>10</b>
2.1	COMMON STRUCTURE OF THE FORMS FOR COLLECTION OF STATIC AND REFERENCE DATA.....	10
2.1.1	<i>Header of the SSP forms .....</i>	<i>10</i>
2.1.2	<i>Frame(s)/ Sub frame (s) for data input.....</i>	<i>16</i>
2.1.3	<i>Declaration and Signature .....</i>	<i>16</i>
2.2	OVERVIEW WHEN TO FILL WHICH FORM.....	18
2.2.1	<i>Forms applicable to Direct participation to Payments Module.....</i>	<i>19</i>
2.2.2	<i>Forms applicable to Indirect participation in Payments Module.....</i>	<i>21</i>
2.2.3	<i>Forms applicable to Home Accounting Module account holder.....</i>	<i>21</i>
2.2.4	<i>Forms applicable to CB Customers .....</i>	<i>22</i>
2.2.5	<i>Forms applicable to Ancillary Systems .....</i>	<i>22</i>
2.2.6	<i>Forms applicable to Direct participation to Payments Module (via the Internet).....</i>	<i>23</i>
2.2.7	<i>Forms applicable to Home Accounting Module account holder (via the Internet) .....</i>	<i>24</i>
2.2.8	<i>Forms applicable to CB Customers (via the Internet).....</i>	<i>24</i>
2.2.9	<i>Forms applicable for T2S registration .....</i>	<i>25</i>
2.2.10	<i>Forms applicable for TIPS registration .....</i>	<i>25</i>
<b>3</b>	<b>DESCRIPTION OF THE SSP FORMS FOR DIRECT PARTICIPANTS .....</b>	<b>32</b>
3.1	MAIN FORM (FORM NO. 1000) .....	32
3.1.1	<i>Frame Legal Entity .....</i>	<i>32</i>
3.1.2	<i>Frame Registration Participant .....</i>	<i>33</i>
3.1.3	<i>Frame Registration for Payments Module.....</i>	<i>38</i>
3.1.4	<i>Frame Distinguished Names.....</i>	<i>42</i>
3.1.5	<i>Frame T2S related notification .....</i>	<i>45</i>
3.1.6	<i>Frame TIPS .....</i>	<i>46</i>
3.2	SUB FORMS.....	48
3.2.1	<i>SWIFT Net DN for ICM access (Form no. 1012) .....</i>	<i>48</i>
3.2.2	<i>Addressable BICs and Multi-Addressee access (Form no. 1013).....</i>	<i>48</i>

3.2.3	<i>Sub account for dedicated liquidity (Form no. 1014)</i> .....	51
3.2.4	<i>Contact Items (Form no. 1015)</i> .....	52
3.2.5	<i>Pooling of Liquidity – Group of Accounts Manager (Form no. 1016)</i> .....	53
3.2.6	<i>Pooling of Liquidity – GoA Member (Form no. 1017)</i> .....	56
3.2.7	<i>Direct Debit authorisations (Form no. 1018)</i> .....	58
3.2.8	<i>Banking group monitoring – Main account holder (Form no. 1019)</i> .....	60
3.2.9	<i>Banking group monitoring – Group member (Form no. 1020)</i> .....	64
3.3	SSP FORM FOR OPTIONAL MODULES .....	68
3.3.1	<i>Co-Management form (Form no. 1102)</i> .....	68
3.3.2	<i>SSP form for Standing Facilities Module (Form no. 1200)</i> .....	69
3.3.3	<i>SSP form for Reserve Management Module (Form no. 1300)</i> .....	69
3.3.4	<i>Direct Participant mandate for billing (Form no. 1400)</i> .....	71
3.3.5	<i>Liquidity Management links for TIPS DCA (Form no. 1500)</i> .....	72
<b>4</b>	<b>DESCRIPTION OF THE SSP FORMS FOR DIRECT PARTICIPANTS (VIA INTERNET) ....</b>	<b>73</b>
4.1	MAIN FORM (FORM NO. I-1000).....	73
4.1.1	<i>Frame Legal Entity</i> .....	73
4.1.2	<i>Frame Registration Participant</i> .....	74
4.1.3	<i>Frame Registration for Payments Module</i> .....	75
4.1.4	<i>Frame ICM access</i> .....	78
4.1.5	<i>Frame Connected TIPS accounts with RM/SF link(s)</i> .....	79
4.2	SUB FORMS .....	80
4.2.1	<i>ICM access roles for certificates internet access (Form no. I-1012)</i> .....	80
4.2.2	<i>Sub-account for dedicated liquidity (Form no. I-1014)</i> .....	80
4.2.3	<i>Contact Items (Form no. I-1015)</i> .....	81
4.2.4	<i>Direct Debit authorisations (Form no. I-1018)</i> .....	82
4.3	SSP FORM FOR OPTIONAL MODULES .....	85
4.3.1	<i>Co – Management Form (Form no. I-1102)</i> .....	85
4.3.2	<i>SSP form for Standing Facilities Module (Form no. I-1200)</i> .....	86
4.3.3	<i>SSP for Reserve Management Module (Form no. I-1300)</i> .....	86
<b>5</b>	<b>DESCRIPTION OF SSP FORMS FOR INDIRECT PARTICIPANTS.....</b>	<b>88</b>
5.1	MAIN FORM FOR INDIRECT PARTICIPANTS(FORM NO. 4000) .....	88
5.2	SUB FORM ADDRESSABLE BIC – BRANCH OF INDIRECT PARTICIPANT (FORM NO. 4013).....	91
<b>6</b>	<b>DESCRIPTION OF THE SSP FORMS FOR ANCILLARY SYSTEMS.....</b>	<b>93</b>
6.1	MAIN FORM FOR ANCILLARY SYSTEMS (FORM NO. 2000) .....	93
6.2	ANCILLARY SYSTEM’S SETTLEMENT BANKS (FORM NO. 2001) .....	101
6.3	DEBIT MANDATE FOR AS SETTLEMENT (FORM NO. 2002) .....	103
6.4	APPLICATION ON CROSS AS SETTLEMENT(FORM NO. 2003) .....	104
6.5	ANCILLARY SYSTEM MANDATE FOR BILLING (FORM NO. 2004).....	104
6.6	CONTACT DETAILS (FORM NO. 2015).....	106
<b>7</b>	<b>DESCRIPTION OF SSP FORMS FOR HAM ACCOUNT HOLDERS .....</b>	<b>109</b>
7.1	MAIN FORM (FORM NO. 5000) .....	109
7.1.1	<i>Frame Legal Entity</i> .....	109

7.1.2	Frame Registration Participant .....	110
7.1.3	Frame Distinguished Names.....	111
7.1.4	Frame Connected TIPS accounts with RM/SF link(s).....	111
7.2	SUB FORMS.....	112
7.2.1	SWIFT Net DN for ICM access (Form no. 5012) .....	112
7.2.2	Contact details for Home Account holders (Form no. 5015) .....	112
7.2.3	Static data for Home Accounting Module (Form no. 5100).....	114
7.2.4	SSP Form for Standing Facilities (Form no. 5200).....	116
7.2.5	SSP form for Reserve Management (Form no. 5300).....	116
<b>8</b>	<b>DESCRIPTION OF SSP FORMS FOR HAM ACCOUNT (VIA THE INTERNET) .....</b>	<b>119</b>
8.1	MAIN FORM (FORM NO. I-5000).....	119
8.1.1	Frame Legal Entity.....	119
8.1.2	Frame Registration Participant .....	120
8.1.3	Frame ICM access.....	120
8.1.4	Frame Connected TIPS accounts with RM/SF link(s).....	120
8.2	SUB FORMS.....	121
8.2.1	ICM access roles for certificates internet access (Form no. I-5012) .....	121
8.2.2	Contact details for Home Account holder (Form no. I-5015).....	123
8.2.3	Static data for Home Accounting Module (Form no. I-5100).....	124
8.2.4	SSP Form for Standing Facilities (Form no. I-5200) .....	126
8.2.5	SSP form for Reserve Management (Form no I-5300).....	127
<b>9</b>	<b>DESCRIPTION OF THE SSP FORMS FOR CB CUSTOMERS .....</b>	<b>129</b>
9.1	MAIN FORM FOR CB CUSTOMERS (FORM NO. 6000) .....	129
9.1.1	Frame Legal Entity .....	129
9.1.2	Frame Registration Participants.....	129
9.2	SUB FORM.....	131
9.2.1	Form for CB customer registration in Home Accounting Module (Form no. 6100) .....	131
<b>10</b>	<b>DESCRIPTION OF THE SSP FORMS FOR CB CUSTOMERS (VIA THE INTERNET) .....</b>	<b>133</b>
10.1	MAIN FORM FOR CB CUSTOMERS (FORM NO. I-6000).....	133
10.1.1	Frame Legal Entity .....	133
10.1.2	Frame Registration Participant .....	133
10.1.3	Frame ICM access.....	134
10.2	SUB FORM .....	135
10.2.1	ICM access roles for certificates internet access (Form no. I-6012) .....	135
10.2.2	Form for CB customers registration in Home Accounting Module (Form no. 6100).....	136
<b>11</b>	<b>DESCRIPTION OF T2S FORMS .....</b>	<b>137</b>
11.1	FORMS FOR T2S DIRECTLY CONNECTED PARTIES .....	138
11.1.1	Main Form for Payment Banks - DCP (form no. 7000) .....	138
11.1.2	T2S DCA Form for Dedicated Cash Account -DCP (form no. 7100) .....	142
11.2	FORMS FOR INDIRECTLY CONNECTED PARTIES .....	145
11.2.1	Main Form for Payment Banks - ICP (form no. 7050) .....	145
11.2.2	T2S DCA Form for Dedicated Cash Account -ICP (form no. 7150) .....	145

11.3	T2S DCA FORM FOR ADMINISTRATOR USER (FORM NO. 7200)	147
11.3.1	Frame Administrator User 1	148
11.3.2	Frame User's Distinguished Name 1	148
11.3.3	FrameAdministrator User 2	149
11.3.4	Frame User's Distinguished Name 2	149
11.4	T2S DCA FORM FOR ACCESS TO LIQUIDITY MANAGEMENT SERVICES THROUGH CSD CONNECTIVITY (FORM NO. 7300)	150
11.4.1	Frame List of DCAs involved	150
11.4.2	Frame CSD receiving privileges for listed DCAs	150
11.4.3	Frame Subscription to Liquidity management service	151
11.4.4	Frame Detail of the roles and privileges	151
<b>12</b>	<b>DESCRIPTION OF TIPS FORMS</b>	<b>153</b>
12.1	TIPS PARTY (FORM NO. 8000)	153
12.1.1	Frame Party	153
12.1.2	Frame Party Service Link	154
12.1.3	Frame Technical Address	155
12.1.4	Frame Access rights management - Roles	156
12.2	TIPS REACHABLE PARTY (FORM NO. 8050)	160
12.2.1	Frame Reachable Party	160
12.2.2	Frame Party Service Link	161
12.2.3	Frame Access rights management – Roles (Optional)	162
12.2.4	Frame Authorised Account User (Optional)	162
12.3	MAIN FORM FOR SETTING A TIPS DCA (FORM NO. 8100)	163
12.3.1	Frame TIPS DCA	163
12.3.2	Frame Message subscription (optional)	164
12.3.3	Frame Authorised Account User	164
12.3.4	Frame Distinguished Name – BIC Routing (optional)	165
12.4	FORM FOR TIPS PARTY ADMINISTRATOR USER (FORM NO. 8200)	166
12.4.1	Frame Administrator User 1	166
12.4.2	Frame User's Distinguished Name 1	167
12.4.3	Frame Administrator User 2	167
12.4.4	Frame User's Distinguished Name 2	168
<b>13</b>	<b>REGISTRATION PROCEDURES</b>	<b>169</b>
13.1	ROLES AND RESPONSIBILITIES	169
13.2	SWIFT E-ORDERING VS. COLLECTION OF STATIC DATA	170
13.2.1	CUG registration	171
13.2.2	RBAC Roles	172
13.2.3	Distinguished Names (DNs)	172
13.3	PROCEDURES APPLICABLE TO THE REGISTRATION	173
13.3.1	General principles	173
13.3.2	Procedures applicable to Liquidity pooling	174
13.3.3	Procedures applicable to Ancillary System registration	176
13.3.4	Procedures applicable to the co-management of HAM accounts	178
13.3.5	Procedures applicable to indirect participants	178

13.3.6	<i>Procedures applicable to addressable BICs and Multi-addressee access</i> .....	179
13.3.7	<i>Conflicting registration of correspondent banks/ indirect participants</i> .....	180
13.3.8	<i>Procedures applicable to registration of groups for banking group monitoring</i> .....	181
13.3.9	<i>Procedures for setting-up TIPS Party and Instructing Party</i> .....	183
<b>14</b>	<b>ANNEXES</b> .....	<b>184</b>
14.1	ANNEX1: INSTITUTIONAL SECTOR CODES.....	184
14.2	ANNEX2: T2S ROLES FOR PAYMENT BANKS.....	185
14.3	ANNEX3: TIPS ROLES FOR PAYMENT BANKS.....	189
14.4	ANNEX4: FREQUENTLY ASKED QUESTIONS.....	192

# 1 Introduction

This section provides general background information on the static data and reference data collection process.

## 1.1 Objective, scope and structure

The objective of the present guide is to describe in an exhaustive way all the fields required in the TARGET2 (SSP), cash-related T2S and TIPS forms and to give guidance to applicant participants when filling them in. In particular it is to help applicants in finding out which forms need to be filled in for the envisaged type of participation.

In terms of scope, the guide encompasses all the forms for the collection of static data designed by the Eurosystem to register all possible forms of participation in the TARGET2 Single Shared Platform and its optional modules, as well as to define cash-related static data for T2S and reference data for TIPS.

The content of this document is therefore structured as follows.

- |               |   |
|---------------|---|
| <b>PART A</b> | Description of TARGET2 (SSP) forms related to direct, direct via Internet and indirect participants - except CB   |
| <b>PART B</b> | Description of TARGET2 (SSP) forms related to Ancillary Systems   |
| <b>PART C</b> | Description of TARGET2 (SSP) forms related to Home Accounting Module account holders, Home Accounting Module account holders (via Internet), CB Customers and CB Customers (via Internet) |
| <b>PART D</b> | Description of cash-related T2S forms   |
| <b>PART E</b> | Description of TIPS forms   |
| <b>PART F</b> | Description of registration procedures  |

## 1.2 Collection of Static and Reference data for TARGET2 Single Shared Platform, T2S and TIPS

The collection of Static and reference data is a prerequisite for applicants to get access to the

## 1. Introduction

Single Shared Platform, T2S or TIPS. The forms will be made available to the participants by their respective Central Banks. Although majority of the fields require input by the participants, some fields are, on the other hand, either (i) already prefilled (where only one value is possible) or (ii) no value can be inserted. These fields are part of the forms in order to give complete overview of all the fields available in the ICM, T2S or CRDM for a specific static/reference data object.

The forms should be filled in electronically, duly signed and sent to the responsible Central Bank. Central Banks will use the forms to input the data of the respective participant into the respective module/service.

The objective of the guide is to describe in an exhaustive way all the fields required in the TARGET2 forms for registering data related to the SSP, T2S and TIPS to give guidance to applicant participants when filling them in.

### 1.3 Collection of Static Data for Test & Training and Production environment

Each TARGET2 participant or T2S/TIPS Party will have to register twice: once for the test & training/pre-production environment and again, later on, for the production environment. The forms for testing should be completed with the same functional profile as the one to be filled in for live operations. If a user intends to use a functionality for live operations, it has to be tested and the user be certified in this configuration. After the go-live date, the same form and associated procedures will apply for registering new participants and/or to modify static or reference data.

### 1.4 Availability of forms

The standard forms are available as Portable Document Format File (PDF-file) via the website of the Central Banks. Central Banks might add to the set of forms or the present guide with any elements they deem appropriate.

### 1.5 Procedure

The participants need to download the required forms and enter the requested data electronically (directly into the PDF file). Once filled by the participants, the form must be signed before being forwarded to the responsible Central Bank. Each Central Bank may define how the forms should be



## 1. Introduction

forwarded by applicants.

### 1.6 Roles and responsibilities in the forms collection process

The applicant is responsible for:

- completing the forms (see chapter 3 - 12)
- forwarding all the necessary SSP forms to the responsible Central Bank (following procedures defined in the national rules)

TARGET2 direct participants as well as TIPS Participant Parties are also responsible for forwarding the static or reference data of any entity which should register through them. This concerns all entities for which the TARGET2 direct participant as well as TIPS Participant Parties will send or receive payments on its account (i.e. indirect participants in TARGET2 and Reachable Parties in TIPS).

The applicant indirect participants/Reachable Parties are responsible for:

- providing the direct participant/ TIPS Participant Party with any information this participant needs to complete the relevant forms.

The applicant Ancillary Systems are responsible for:

- completing the mandatory forms
- collecting the completed forms from its settlement banks
- forwarding all the necessary forms to the responsible Central Bank

The Central Banks are responsible for:

- entering the data into the system, as indicated in the forms they received.
- provide a direct contact point for all questions related to the registration process.
- forward the form to another Central Bank whenever appropriate

In addition, the applicant participants will be invited to double-check, via the ICM, the T2S Graphical User Interface (GUI), or the TIPS GUI, respectively, the static data entered by the Central Banks and to contact the National Service Desk if need be.

## 2 Overall structure of the forms for collection of Static and Reference Data

### 2.1 Common structure of the forms for collection of Static and Reference Data

To allow for maximum user friendliness, two types of forms have been developed for the registration process of TARGET2 forms:

**Main Forms:** contain data, which will typically change rarely and/or are relevant for the majority of participants.

**Sub Forms:** contain data, which could typically change more frequently or which are related to optional features/modules only used by some Central Banks and (consequently) participants.

Each form consists of a set of frames. Some frames are broken down into sub frames. Each form is composed of the Header and one or several Frames.

#### 2.1.1 Header of the SSP forms

---

The Header of each form contains general information on the request. It should help to:

- identify the sender of the form (BIC or Test BIC for TARGET2 forms);
- define the purpose of the form and therefore the action which should be conducted (New, Modify, Delete/Close);
- indicate from which date on, the provided information should be valid (Activation date).

Furthermore it is necessary to:

- identify the Central Bank which is responsible for entering the data in the system;
- identify the environment the static data is related to (Test & Training/Pre-production or Production);
- display the date when the form was filled-in;

## 2. Overall structure of the forms for collection of Static and Reference Data

- ensure a version control for the user by completing the reference and related reference field (optional)


The participant should provide all the required information in the header on the first page. The header on the following pages of the form is automatically filled with the information already provided on the first page.

The fields C-L of the TARGET2 (SSP) forms, the T2S forms as well as the TIPS forms differentiate only in naming of a few fields while the implications behind stay the same.

You can find examples of the headers of the SSP forms and the T2S and TIPS forms below:

### **Header of the first page of the TARGET2 form:**

Place to insert Central Bank's logo

		<b>TARGET2 form for collection of Static Data</b>		page: 1 of 8	
<b>Main Form for direct PM Participants</b>					
A,B	BIC:	<input type="text"/>	TEST BIC:	<input type="text"/>	
C,D,E	<input type="checkbox"/> New	<input type="checkbox"/> Modify		<input type="checkbox"/> Delete	
F,G,H	<input type="radio"/> Production	<input type="radio"/> Test & Training	Date:	<input type="text"/>	
I,J	Ref:	<input type="text"/>	rel. Ref:	<input type="text"/>	
K,L	Activation date:	<input type="text"/>	Responsible CB:	<input type="text" value="- Select one Entry -"/>	

## 2. Overall structure of the forms for collection of Static and Reference Data

### Header of the first page of the T2S and TIPS forms:

		<b>TARGET2 form for collection of Static Data – Main Form for setting up a TIPS Party –</b>		Page 1 of 3
A,B	<b>PARTY BIC:</b>	<input type="text"/>	<b>PARENT BIC:</b>	<input type="text"/>
C,D,E	<input type="checkbox"/> <b>New</b>	<input type="checkbox"/> <b>Modify</b>	<input type="checkbox"/> <b>Close</b>	
F,G,H	<input type="checkbox"/> <b>Production</b>	<input type="checkbox"/> <b>Pre-Production</b>	<b>Date:</b>	<input type="text"/>
I,J	<b>Ref:</b>	<input type="text"/>	<b>rel. Ref:</b>	<input type="text"/>
K,L	<b>Activation date:</b>	<input type="text"/>	<b>Responsible CB:</b>	- Select one Entry - <input type="button" value="v"/>

### TARGET2 forms:

Field number	Field	Presence <sup>1</sup>	Description	Validation / Remarks
A	BIC	M	Entry text field for the BIC-11 of the participant A participant is identified in the Single Shared Platform by only one published SWIFT BIC. For the direct participants this cannot be a non-live BIC. [Comment: if the direct participant access TARGET2 via internet, it can be a non-SWIFT BIC]	The data entered here will appear automatically in the header of the following page(s).
B	Test BIC	C	Entry text field for the Test BIC-11 of the participant. This field is mandatory if field G "Test & Training" environment is selected.	The data entered here will appear automatically in the header of the following page(s).

<sup>1</sup> M=Mandatory, O=Optional, C=Conditional

## 2. Overall structure of the forms for collection of Static and Reference Data

### TIPS and T2S forms:

Field number	Field	Presence	Description	Validation / Remarks
A	BIC/PARTY BIC	M	Entry text field for the BIC-11 of the participant. The production BIC needs to be used regardless of the environment.	The data entered here will appear automatically in the header of the following page(s).
B	PARENT BIC	M	Entry text field for the BIC-11 of the responsible Central Bank).	The value can be part of the customisation that a Central Bank can perform on this form. The data entered here will appear automatically in the header of the following page(s).

### Part that is common to TARGET2 forms, T2S forms and TIPS forms:

Field number	Field	Presence	Description	Validation / Remarks
C	New	O	If a participant is to be registered for the first time this checkbox must be activated	One out of the three checkboxes (and only one) must be activated. (It is mandatory to select one option)  The data which is entered here will appear automatically in the header of the following page(s)
D	Modify	O	If data concerning the related form is already registered and should be modified, this checkbox must be activated and the field ' <i>related reference</i> ' must be completed with the reference number of the original registration.	
E	Delete/Close	O	If data concerning the related form is already registered and should be deleted, this checkbox must be activated and the field ' <i>related reference</i> ' must be completed with the reference number of the original registration.	


## 2. Overall structure of the forms for collection of Static and Reference Data

F	Production	O	If data concerning the related form is foreseen for the production environment, this option field must be activated.	It is only possible to select one option (Production or Test & Training/Pre-Production)
G	Test & Training/Pre-Production	O	If data concerning the related form is foreseen for the test & training environment, this option field must be activated.	
H	Date	M	Entry text field for the date of application.	The application date must be entered with the format <b>yyyy-mm-dd</b> .
I	Reference (Ref.)	O	Entry text field for entering a customized reference to enable version control for the user and the CB operator. For each form a new reference could be entered.	Up to 25 characters are possible
J	Related Reference (rel. Ref)	O	To be used if the user wishes to either modify or delete details previously given in another form. The user should enter the customized reference from the forms the user has previously forwarded to its CB containing the data which the user wishes to have changed/deleted.	Up to 25 characters are possible
K	Activation date	M	Entry text field for the activation date of the data which is mentioned in the form	The activation date must be entered with the format <b>yyyy-mm-dd</b> The data which is entered here will appear automatically in the header of the following page(s)

## 2. Overall structure of the forms for collection of Static and Reference Data

L	Responsible Central Bank	M	Combo box containing the Country Codes of the TARGET2 Central Banks. The user should enter their contact NCB.	List of all Country Codes of the connected Central Banks. The value can be already filled in as part of the customisation that a Central Bank can perform on this form.
---	--------------------------	---	---	--

### TARGET2 header as recalled on the following page(s):

		<b>TARGET2 form for collection of Static Data Main Form for direct PM participants</b>		page: 2 of 8
<input type="checkbox"/> New		<input type="checkbox"/> Modify		<input type="checkbox"/> Delete
BIC: <input type="text"/>	TEST BIC: <input type="text"/>	Activation date: <input type="text"/>		

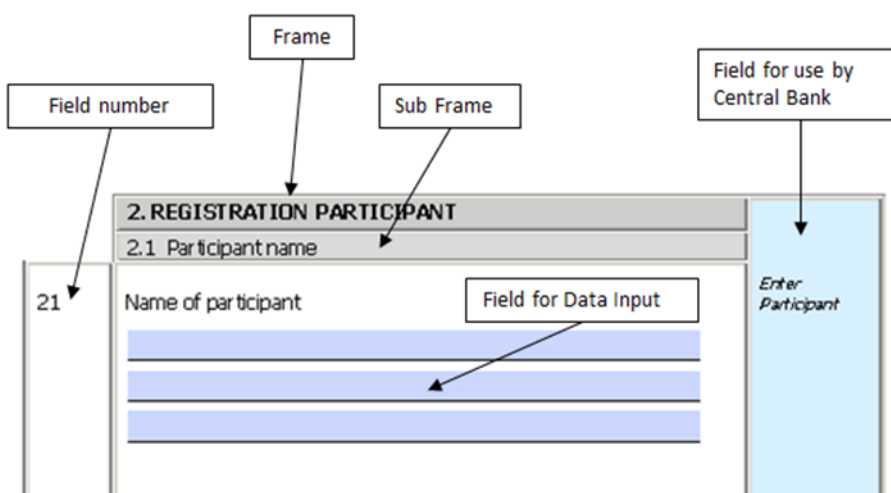
### T2S header or TIPS header as recalled on the following page(s):

		<b>TARGET2 form for collection of Static Data – Main Form for setting a TIPS DCA –</b>		Page 2 of 5
<input type="checkbox"/> New		<input type="checkbox"/> Modify		<input type="checkbox"/> Close
BIC: <input type="text"/>	PARENT BIC: <input type="text"/>	Activation date: <input type="text"/>		

## 2. Overall structure of the forms for collection of Static and Reference Data

### 2.1.2 Frame(s)/ Sub frame (s) for data input

The following picture provides an overview of how each form is structured.



### 2.1.3 Declaration and Signature

Each form needs to be filled in electronically and then signed by responsible staff member (meaning the person signing has the full capacity and authority to sign the form) before forwarding the forms to the Central Bank responsible.<sup>2</sup>

If providing data for the test and training/pre-production environment, participants can send the electronic version<sup>3</sup> in advance to allow a smooth registration process. However, the sending of the printed (and signed) version might be requested in any case by the relevant Central Bank.

<sup>2</sup> Each NCB may define how the forms should be forwarded by the DCA holders.

<sup>3</sup> To save the files please use the complete version of Adobe Acrobat. The Adobe Acrobat Reader Version does not allow saving the filled registration form. For more information please contact your IT support



## 2. Overall structure of the forms for collection of Static and Reference Data

### **Declaration and Signature:**

The Undersigned declare(s) to have the full capacity and authority to execute the TARGET2 form for and on behalf of the Participant requesting activation of the registration.

---

Date,	Name(s)	Signature(s)
-------	---------	--------------

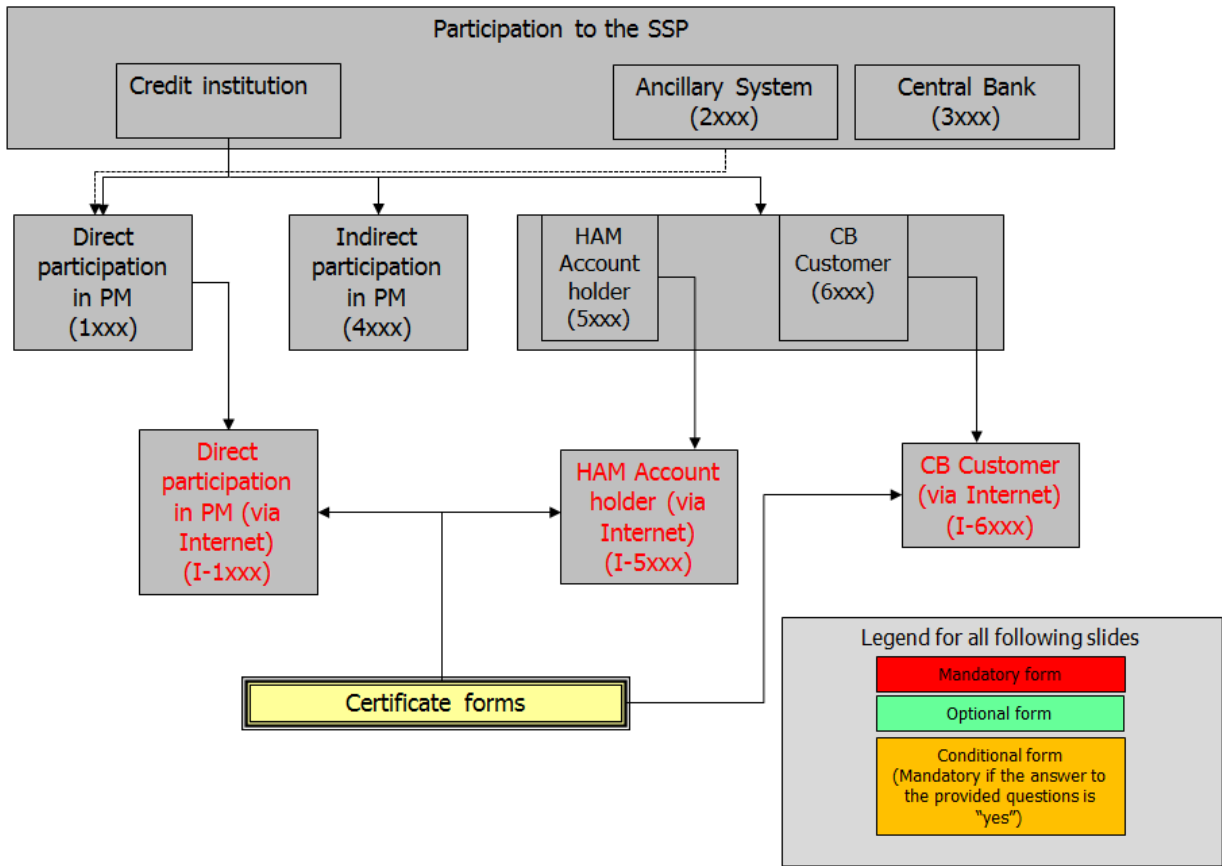
# PART A – Description of SSP forms related to direct and indirect participants

## 2. Overall Structure

### 2.2 Overview when to fill which form

The following pictures provide an overview of how the forms and the sub forms are articulated depending on the type of participation. Furthermore it is clarified which sub form needs to be filled-in depending on the optional features and modules.

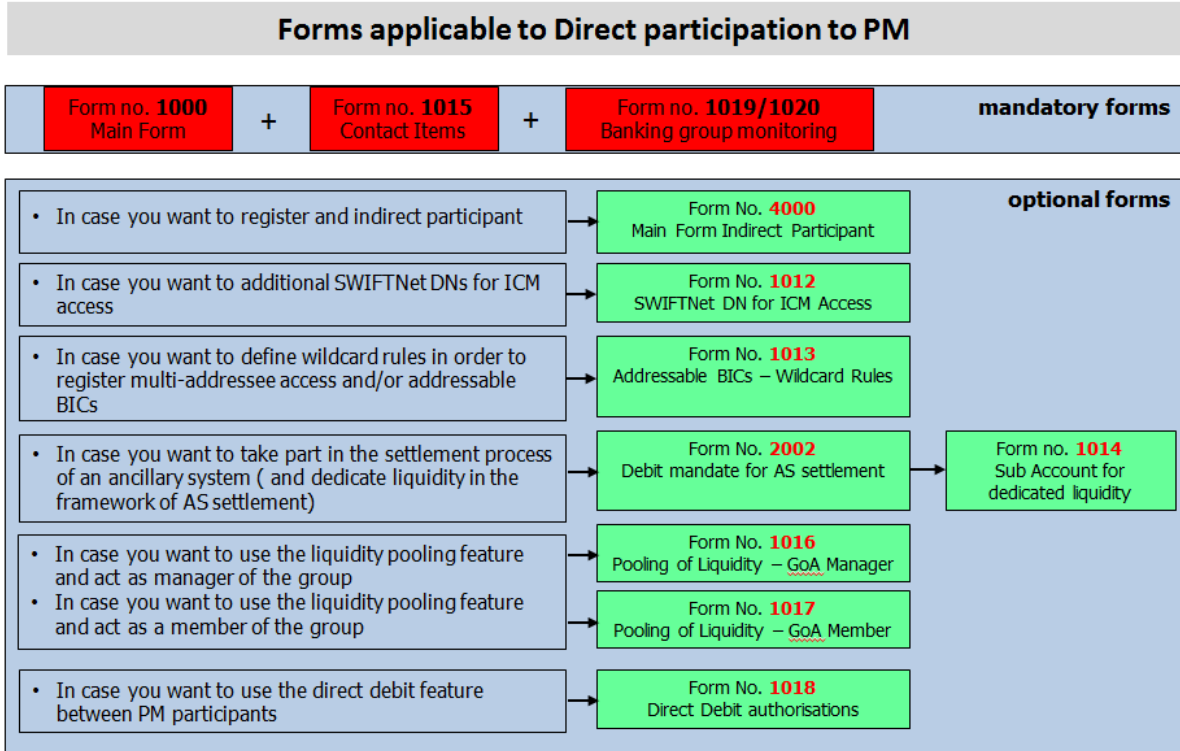
#### Overall structure on the forms for collection of static and reference data



# PART A – Description of SSP forms related to direct and indirect participants

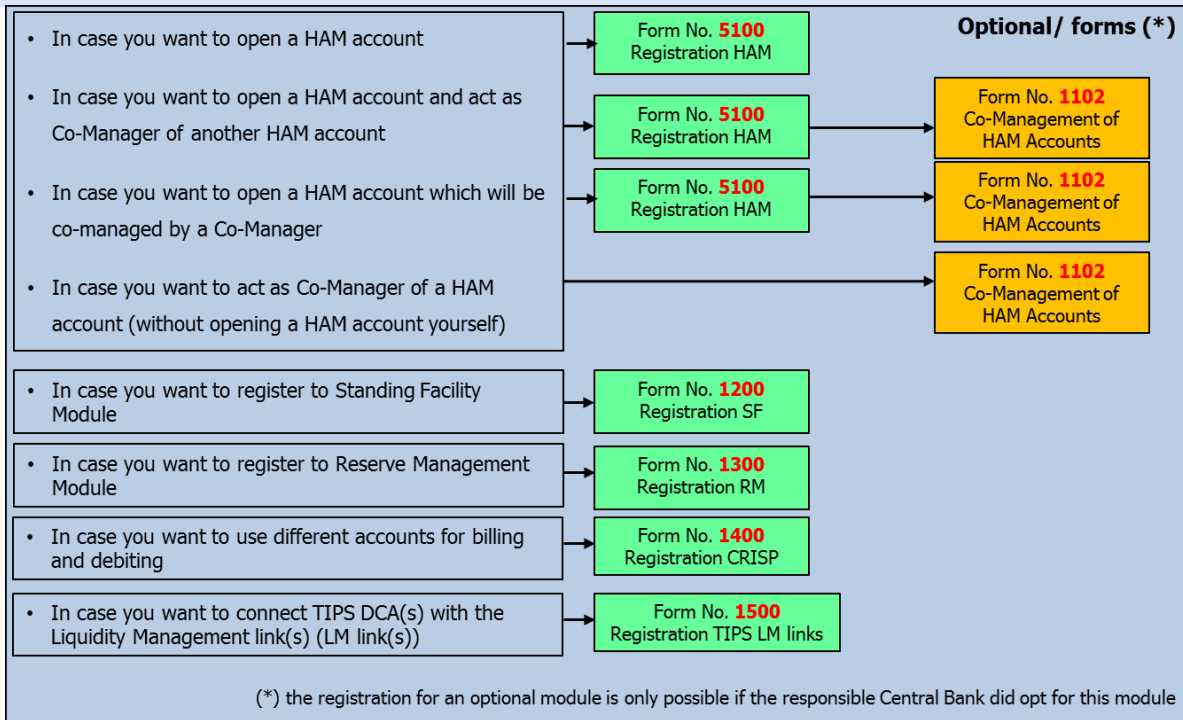
## 2. Overall Structure

### 2.2.1 Forms applicable to Direct participation to Payments Module



# PART A – Description of SSP forms related to direct and indirect participants

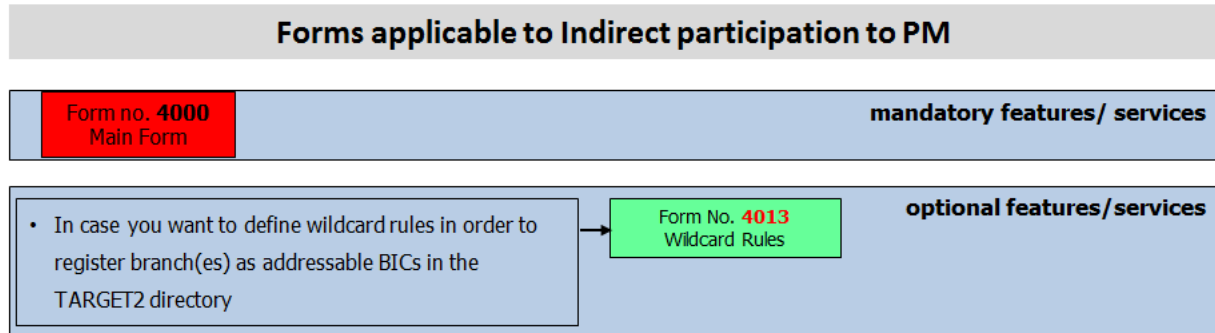
## 2. Overall Structure



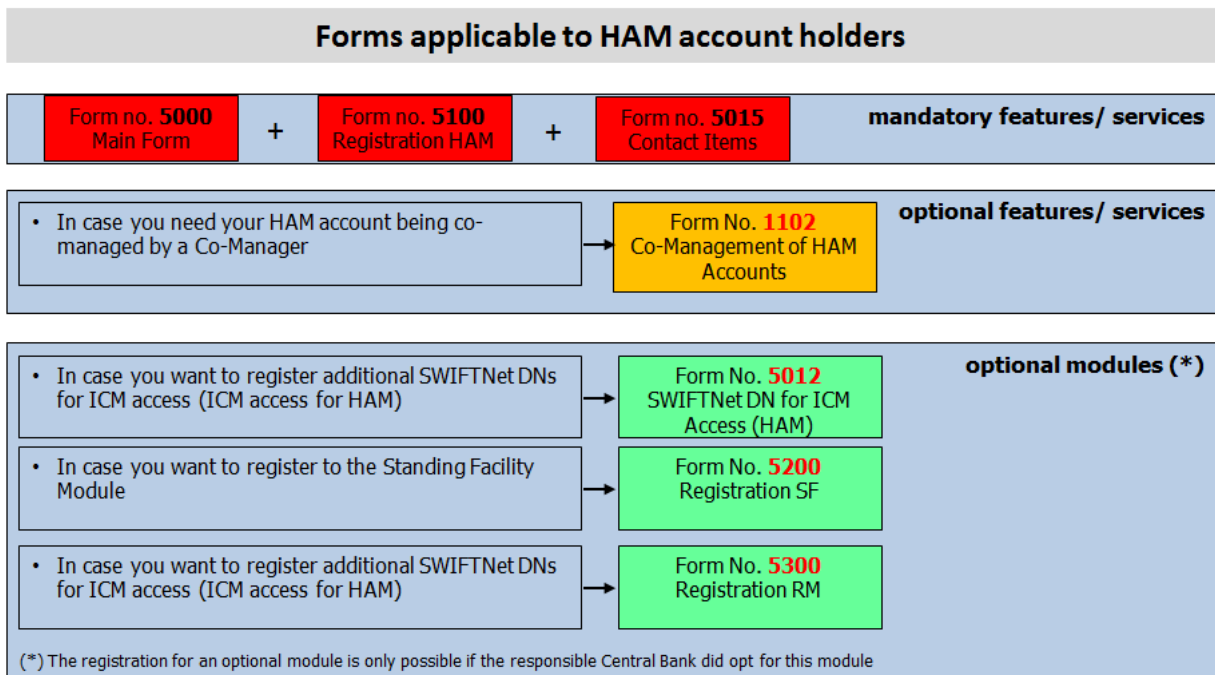
# PART A – Description of SSP forms related to direct and indirect participants

## 2. Overall Structure

### 2.2.2 Forms applicable to Indirect participation in Payments Module



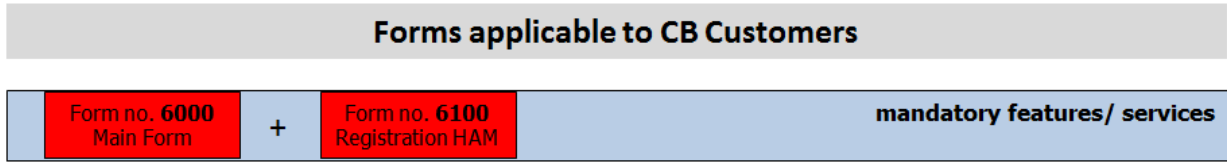
### 2.2.3 Forms applicable to Home Accounting Module account holder



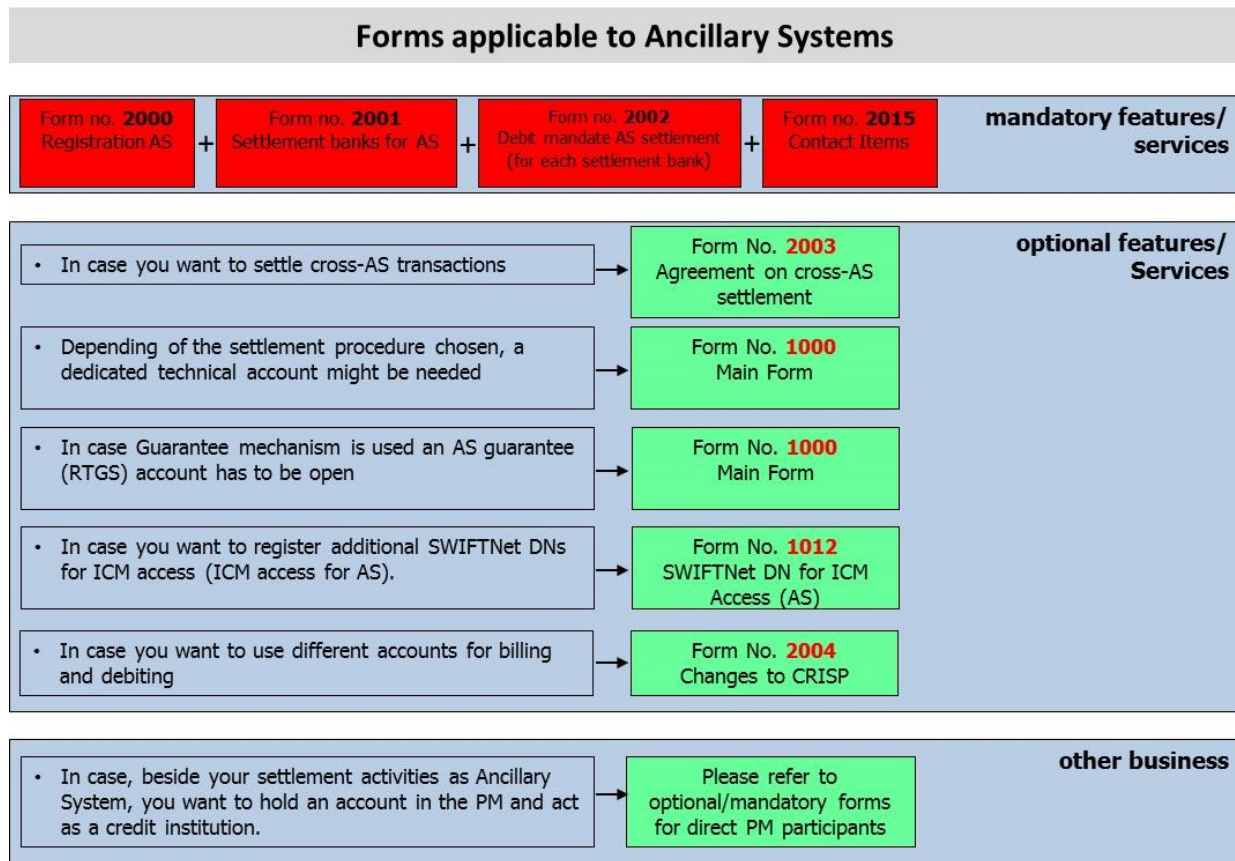
# PART A – Description of SSP forms related to direct and indirect participants

## 2. Overall Structure

### 2.2.4 Forms applicable to CB Customers



### 2.2.5 Forms applicable to Ancillary Systems

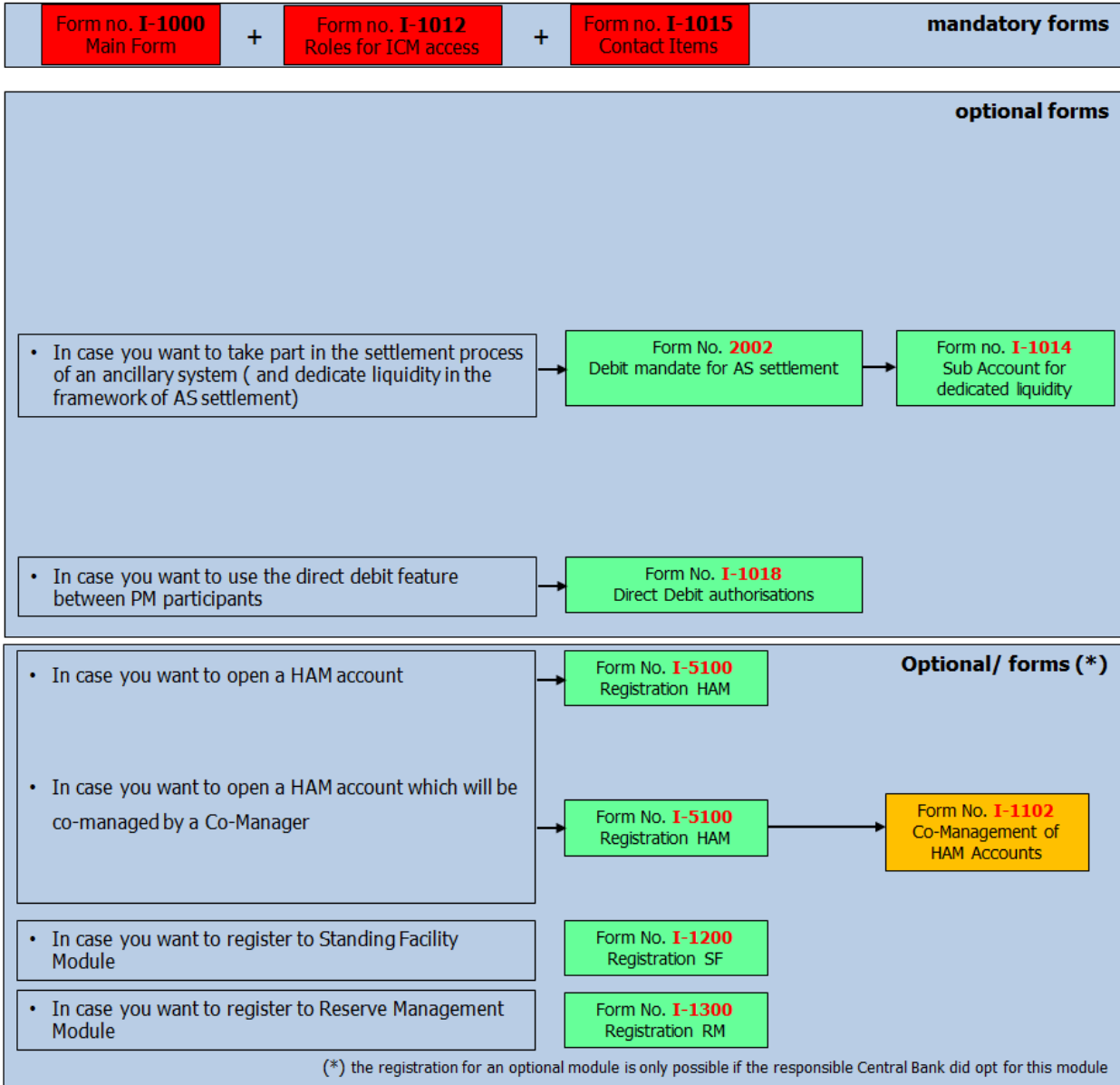


# PART A – Description of SSP forms related to direct and indirect participants

## 2. Overall Structure

### 2.2.6 Forms applicable to Direct participation to Payments Module (via the Internet)

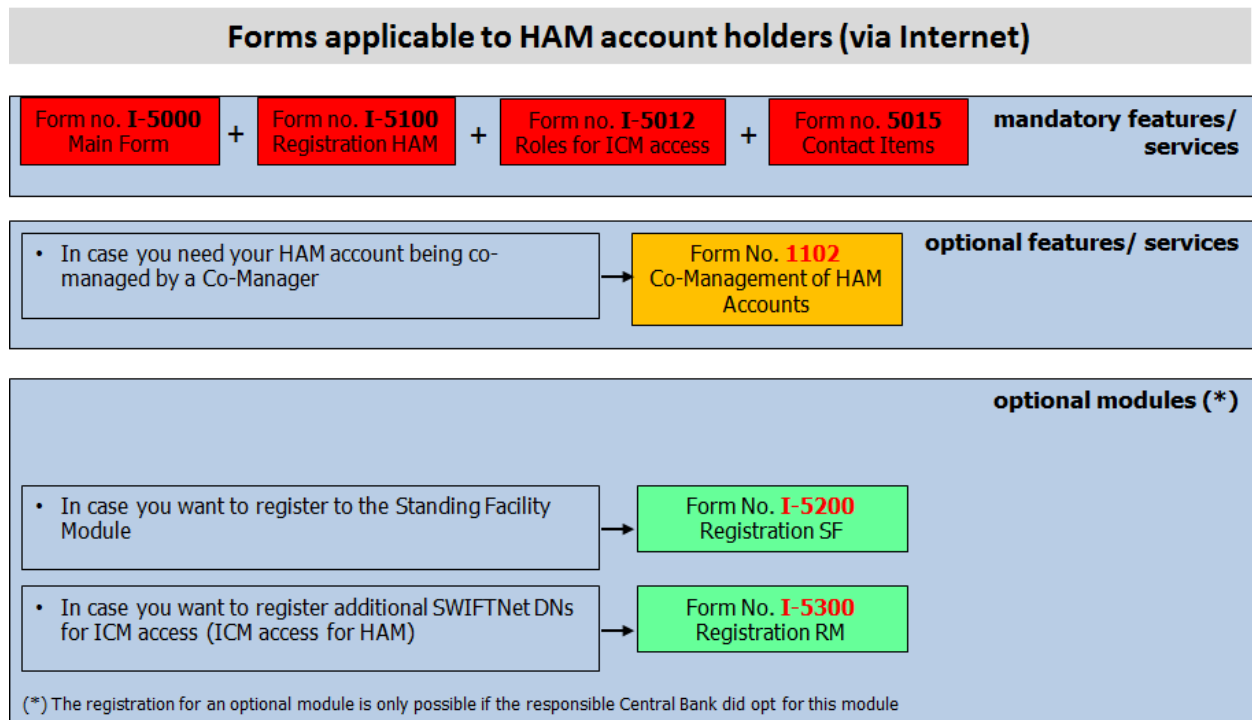
#### Forms applicable to Direct participation to PM (via Internet)



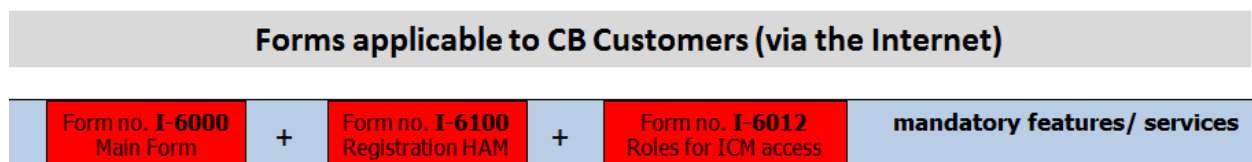
# PART A – Description of SSP forms related to direct and indirect participants

## 2. Overall Structure

### 2.2.7 Forms applicable to Home Accounting Module account holder (via the Internet)



### 2.2.8 Forms applicable to CB Customers (via the Internet)

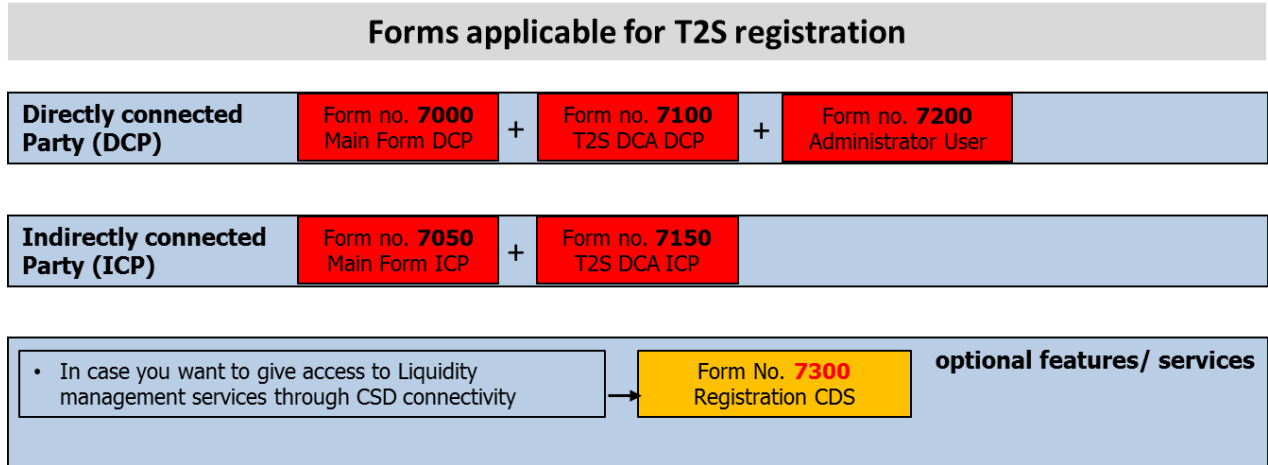




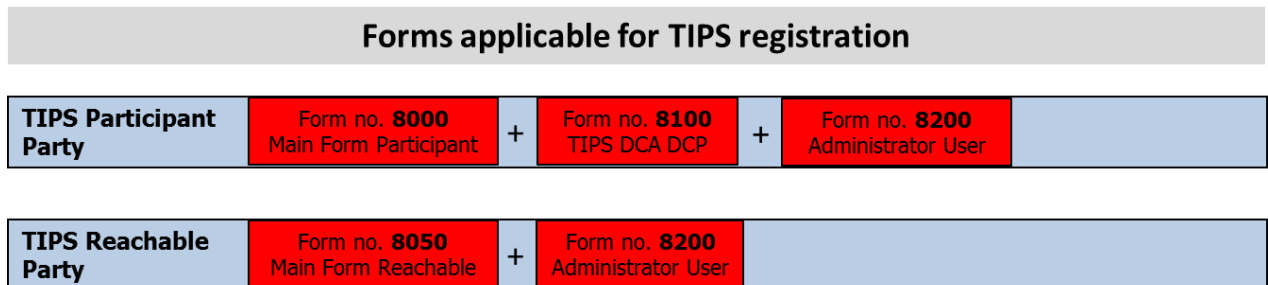
# PART A – Description of SSP forms related to direct and indirect participants

## 2. Overall Structure

### 2.2.9 Forms applicable for T2S registration



### 2.2.10 Forms applicable for TIPS registration



## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

## PART A – Description of TARGET2 (SSP) forms related to direct and indirect participants

### 3 Description of the SSP forms for direct participants

#### 3.1 Main Form (Form no. 1000)

##### 3.1.1 Frame Legal Entity

The input of a new direct participant into the Single Shared Platform always requires the definition of a “legal entity” (in the technical sense) in the static data (compulsory prerequisite).

A credit institution acting as a legal entity may require one or several accounts in the Payments Module and/or in the Home Accounting Module. During the static data collection process, such a credit institution will need to fill one request per account, all of them being registered under the same legal entity. From the Single Shared Platform viewpoint, the field “legal entity” helps to make the link between all accounts of the same credit institution within a given TARGET2 component system.

The “legal entity” is managed by the Central Bank selected by the participant in the header of the SSP form. All participants belonging to a legal entity (at least one participant) are therefore managed by the selected Central Bank. Multi-country banks need different accounts with different Central Banks in the countries where they have a branch implemented (e.g. for compulsory reserve management purpose). These accounts need to be registered by the Central Banks under the Legal Entity of the local branch.

Filling this frame is **mandatory** when registering a new account, regardless of whether the legal entity had already been used for registering an account.

	Field	Presence	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be in the BIC Directory

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
12	Legal Entity Name (1 <sup>st</sup> line)	M	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
12	Legal Entity Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
12	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Only 35 characters are possible (35x)

Note: For an Ancillary System (and entities that would like to be registered simultaneously as an Ancillary System and a direct Payments Module participant) this frame should be filled for traceability and transparency only, because each time an Ancillary System is created (see chapter 5.1 Ancillary Systems) a legal entity is created automatically. Therefore, it is important to register first as an Ancillary System before undertaking the registration as “normal” participant.

#### 3.1.2 Frame Registration Participant

This frame of the Main Form provides general information on the Single Shared Platform Participant to be registered or updated.

##### Sub frame Administrative data

Within this sub frame the applicant indicates which kind of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
21	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
22	Account Holder BIC	M	Entry text field for the Account Holder BIC of the participant. The Account Holder BIC and the BIC entered in the header of the SSP form are the same for a direct participant for the Live registration.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
22b	BIC Addressee	M	The Addressee BIC-11 of the participant must be entered in this field. It defines the BIC through which the direct participant sends and receives payment messages. This field is mandatory for the type of participation "direct"
23	Participant Type	M	Combo box for entry of the participant type with the values - Credit institution - Ancillary System
23b	Type of Participation	M	Combo box for entry of the type of participation with the values - Direct - Technical (for Ancillary System's technical account/technical account – procedure 6 real-time)
24	Main BIC	C	To be filled if the type of participation (22b) is 'Direct'. Control field which identifies whether the mentioned BIC should be the Main BIC. If the field is activated the main BIC flag is activated. The Main BIC flag indicates that the BIC of the direct participant can be used from other participants to address payments in case only the national sorting code or participant's name is known. <ul style="list-style-type: none"> <li>In case the BIC should not be the Main BIC – control field should not be checked</li> <li>In case the BIC should be the Main BIC – control field should be checked</li> </ul>
24b	BIC published in TARGET2 directory	C	To be filled if the type of participation (22b) is 'Direct'. Control field which identifies whether the mentioned BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none"> <li>In case the BIC should not be published – control field should not be checked</li> <li>In case the BIC should be the published – control field should be checked</li> </ul>
25	Institutional Sector Code	M	Combo box for the Institutional Sector Code applicable for the participant. For more detailed information, please see table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank
25b	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant Up to 15 characters (15x)
25c	MFI Code	O	Entry text field for the MFI Code of the Participant Up to 30 characters (30x) MFI code is a unique code assigned by Central bank to its resident credit institutions. For more detailed information, please contact your Central bank.

# PART A – Description of SSP forms related to direct and indirect participants

## 3. Description of the SSP forms for direct participants

### 3.1.3 Frame Registration for Payments Module

This frame of the Main Form provides the necessary information to create a PM account or an AS technical/technical – procedure 6 real-time/guarantee account in the Payments Module. It consists of four sub frames:

- Sub frame Payments Module Account
- Sub frame Co-management
- Sub frame Liquidity Management
- Sub frame Billing

#### Sub frame Payments Module Account

Within this sub frame, the applicant indicates general information on the Payments Module account.

	Field	Presence	Description
31	Account Type	M	Combo box for entry of the account type.  If participant type is 'credit institution' (CI) then account type can be: <ul style="list-style-type: none"><li>- RTGS (PM account)</li><li>- AS Guarantee Account</li></ul> If participant type is 'technical' then account type can be: <ul style="list-style-type: none"><li>- AS technical Account (for Ancillary Systems)</li><li>- AS technical Account – Real Time (for Ancillary Systems)</li></ul> The combo box in the SSP form contains the values for participant type CI and technical. The user must select the value according to the selected type of participation (23b).
32	Advice for Settlement on RTGS Account (MT 900/ 910)	M	Control field to indicate option for MT900/ MT910 when PM account is debited/ credited.
33	Balance Report	O	Control field to indicate option for balance report.  If balance report is chosen, use Combo box to indicate option for balance report on the PM account with one of the following values: <ul style="list-style-type: none"><li>- MT 940</li><li>- MT 950</li></ul>
34	Account Number	-	The responsible Central Bank will enter the account number of the PM account in this field. The first 2 characters of the account number are always the country code of the responsible Central Bank.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

34b	Credit based only	-	The responsible Central Bank will use this control field to indicate if the account can have a debit balance (including credit lines) or not.  <i>No</i> – means account can have a debit balance (control field is not checked)  <i>Yes</i> – means account is only credit based (control field is checked)
35	Contingency Account Number	-	The responsible Central Bank will enter the account number of the CM account in this field. The first 2 characters of the account number are always the country code of the responsible Central Bank.

#### Sub frame Advices for co-managed HAM accounts

This sub frame is optional. It has to be used if the direct participant intends to act as co-manager of HAM account and wants to receive the notifications messages for those accounts.

	Field	Presence	Description
36	Advice for Co-manager for Debits on Co-managed HAM Accounts (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
36b	Advice to Co-manager for Credits on Co-managed HAM Accounts (MT910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
36c	Balance Report to Co-manager	O	Balance Report is optional. If the checkbox is unchecked it means "no balance report required". If Balance report is checked, the Combo box to indicate option for balance report on the PM account can be used with one of the following values: - MT 940 - MT 950

# PART A – Description of SSP forms related to direct and indirect participants

## 3. Description of the SSP forms for direct participants

### Sub frame Liquidity Management

- During the day:

During the business day, liquidity can be transferred either from a Home Accounting Module account or a proprietary home account to the PM account and vice versa. The direct participant can use different methods to transfer liquidity (see UDFS Book 1, chapter 2.3.1 and 2.3.2). To allow the user to benefit from the ICM functionality of a manual liquidity transfer from the PM account to an account in the Home Accounting Module (and vice versa) or a PHA (if the respective Central Bank supports this interface) the information about the respective account should be entered. If the participant does not hold an account in Home Accounting Module or PHA, this sub frame should not be filled.

- End of day:

Each Central Bank decides whether liquidity is kept overnight in the Payments Module (i.e. on PM accounts), or has to be transferred at the end of the day to the Home Accounting Module or to a Proprietary Home Account (see UDFS Book 1, chapter 2.3.3). In the event that the Central Bank has decided that the liquidity should remain on the Payments Module, this sub frame does not need to be filled in. Otherwise, this frame becomes mandatory and details of the account on the Home Accounting Module or PHA (held at the same Central Bank), where the remaining balance of each PM account should be transferred at the end of the business day, must be specified<sup>4</sup>. Remote access participants without a Home Accounting Module account or a proprietary home account who are not allowed to keep their liquidity on their own PM account have to specify the PM account of another participant at the same hosting Central Bank as the destination for the retransfer of liquidity at the end of the business day.

If the PM account should be debited at the end of day information about the receiver BIC and account for liquidity removal at the end of the day is required.

	Field	Presence	Description
37	Receiver BIC for Liquidity Removal during the day	O	Entry text field to enter the Receiver BIC for Liquidity Removal during the day. <ul style="list-style-type: none"><li>• In case of "Home Accounting Module", BIC of Home Accounting Module account.</li><li>• In case of "PHA", BIC of CB hosting the PHA (e.g. for the German PHA: MARKDEFFXXX)</li></ul>
38	Account for Liquidity Removal (field 58)	O	To be used only in case of "PHA". Entry text field with maximum 34 characters to enter the Account for Liquidity Removal during the day (Account identification in the PHA).

<sup>4</sup> Please contact the Central Bank at the National Help desk to have the relevant information on the Central Bank option

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
	Receiver BIC for Liquidity Removal end of day		<p>This field is conditional depending on each Central Banks' decision regarding reserve holding. If the Central Bank has decided that the liquidity should remain on the Payments Module, this sub frame does not need to be filled in. Otherwise, this frame becomes mandatory.</p> <p>Entry text field to enter the Receiver BIC for Liquidity Removal end of day.</p> <ul style="list-style-type: none"> <li>• In case of "Home Accounting Module", BIC of Home Accounting Module account.</li> <li>• In case of "PHA", BIC of CB hosting the PHA.</li> <li>• In case of "RTGS", BIC of another direct participant (must be the same responsible Central Bank)</li> </ul> <p>This field is also mandatory in case the PM account should be debited at the end of day.</p>
38b	Account for Liquidity Removal (field 58) – PHA only	C	<p>To be used only in case of "PHA".</p> <p>This field is conditional depending on each Central Banks' decision regarding reserve holding.</p> <p>Entry text field with maximum 34 characters to enter the Account for Liquidity Removal at the end of day.</p> <p>This field is also mandatory in case the PM account should be debited at the end of day and the liquidity shifted to an account in the PHA.</p>

#### Sub Frame Billing Data

This sub frame of the main form allows the direct participant to provide information on the option chosen regarding the billing service. In case the billing by a central bank is done via a direct debit but the participant being billed would wish to have the debit taken of another participants PM account, a form No 1400 needs to be filled out and delivered to the respective CB.

	Field	Presence	Description
39	Billing option	M	<p>Radio button for the choice of the Billing option:</p> <ul style="list-style-type: none"> <li>• Option A</li> <li>• Option B</li> </ul> <p>Please refer to User information guide to the TARGET2 pricing available on the ECB website.</p>
40	Billing Address	M	<p>Entry text field with maximum 35 characters to enter the address where the invoice is to be sent to. Up to 7 lines can be entered.</p>



# PART A – Description of SSP forms related to direct and indirect participants

## 3. Description of the SSP forms for direct participants

### 3.1.4 Frame Distinguished Names

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This frame of the Main Form provides information about the distinguished names (DNs) which are needed to receive the TARGET2 directory and to get access to the Information and Control Module. The Single Shared Platform will use SWIFTNet services where users are identified by their distinguished name (DN).

The Distinguished Name (DN) is the standard naming mechanism designed by SWIFT to support the secure exchange of information (DN is a X.500 Standard-compliant naming convention). The DN is segmented with a hierarchical structure – the so called DN tree, and is thus capable of identifying both high-level and more granular entities. The two standard levels for SWIFTNet DNs are:

- the **root** level (1<sup>st</sup> level): o=swift  
It is always mandatory and represents the identification domain managed by the SWIFT registration authority for the SWIFTNet user community.
- the **organisation** level (2<sup>nd</sup> level): o=<BIC8>, e.g. o=aaaabbcc, which is assigned by SWIFT.  
It contains the primary BIC 8 for the owning institution and is always mandatory. It must be always the live BIC even in case of registration for Test & Training (pilot).

The subsequent sub-levels (level 3 to 10) of SWIFTNet DNs are optional:

- the organisational unit level such as:
  - ou=frankfurt, reflecting a geographical location, region, institution division, branch, department, or line of division
  - ou=fin, reflecting a service or a back-office
- the user/application level: such as
  - cn=fincbt1, reflecting a FIN CBT<sup>5</sup> or an application, or
  - cn=johann-wolfgang, reflecting a person.

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<sup>5</sup> Software product to process and exchange FIN messages using the FIN application over the SWIFT network. SWIFTAlliance Access and Entry are SWIFT offered FIN CBT products.

# PART A – Description of SSP forms related to direct and indirect participants

## 3. Description of the SSP forms for direct participants

These values are strings of between **2 and 20 characters** (lowercase alphanumeric) with the **hyphen**

("-") as **the only special character**.

The **total length** of a DN is **100 characters**. The total number of levels of a DN (o=, ou=, cn=) can be **up to 10** or, in other words, the subsequent levels (ou=, cn=) can be repeated 8 times. However SWIFT recommends not having more than 4 levels in total.

The activities related to user management and certificates including the structure of DNs have to be executed by "Security Officers" (see Information and Control Module User Handbook I, chapter 3 User administration). Two Security Officers are defined vis-à-vis SWIFT when the Single Shared Platform participant registers at SWIFT for access to the Secure IP Network (SIPN) The DN structure can be defined in the structure of the participant's organisation and must be reported to SWIFT.

Applicants filling this frame should note that DNs have to comply with a specific SWIFT NET format.

Further information about DNs is available on the SWIFT website ([www.swift.com](http://www.swift.com)).

This frame consists of two sub frames:

- Sub frame SWIFTNet DN for receiving TARGET2 Directory updates in push mode
- Sub frame SWIFTNet DN for ICM access

### Sub frame SWIFTNet DN for Receiving TARGET2 Directory in push mode

The Single Shared Platform provides the TARGET2 directory and its weekly updates via FileAct. These are ASCII files containing fields with fixed lengths and no separator. Direct participants can receive these files in two ways: push mode and pull mode (for detailed information see: Version 2.3 UDFS Book 1, chapter 9.3.3 Distribution of TARGET2 directory). The sub frame "SWIFTNet DN for receiving TARGET2 Directory in push mode" is needed if the participant wants to receive the weekly updates of the TARGET2 directory sent in push mode. Therefore, this DN has to comply with the DN registered by SWIFT for the Store-and-Forward traffic (e-ordering).

	Field	Presence	Description
41	SWIFT Net Service for receiving TARGET2 directory	C	Entry text field for SWIFT Net Service at which the participant is registered for receiving the TARGET2 directory in push mode. Because the updates of the TARGET2 directory will be transferred using the PAPSS Store-and-forward service the standard entry

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
			<p>should be:</p> <ul style="list-style-type: none"> <li>• <b>trgt.sfpapss</b> (for production)</li> <li>• <b>trgt.sfpapss!p</b> (for test environment)</li> </ul> <p>This text field is only needed if the participant wants to receive the weekly updates of the TARGET2 directory in push mode</p>
41b	Packed Delivery File	M	Control field to indicate option for packed or unpacked delivery of Single Shared Platform SWIFTNet messages to the participant
42	O=SWIFT	-	Displays the root level
42b	O=	M	Entry text field for the (live) BIC-8 of the DN (organisation level) is mandatory in order to receive the TARGET2 directory updates via push mode.
43-43h	Subsequent levels of the DN	O	<p>By the mean of a combo box the user can choose the type of (optional) level to be added to the DN tree:</p> <ul style="list-style-type: none"> <li>• OU= (<b>Organisational Unit</b>)</li> <li>• CN= (<b>Common Name</b> for user/application level)</li> </ul> <p>Entry text field. A maximum of 8 <b>Organisational unit/common name</b> levels is permitted (using text fields 43 to 43h for that purpose). These are strings of between 2 and 20 characters (lowercase, alphanumeric)</p>

#### Sub frame SWIFTNet DN for ICM access

The sub frame "SWIFT NET DN for ICM access" is mandatory because the access to the Payments Module via the ICM (Information and Control Module) (via user to application mode) is mandatory for all direct PM participants.

	Field	Presence	Description
45	Actor Type	M	<p>Using the combo box the user can select the actor type according the value:</p> <ul style="list-style-type: none"> <li>- Participant Swift-based</li> <li>- Ancillary System</li> </ul>
46	O=SWIFT		Displays the root level
46b	O=	M	This text field for the (live) BIC-8 of the owning institution (organisation level) is mandatory.
47	OU=	O	<p>Entry text field for the <b>organisational unit</b> level (optional)</p> <p>More than one is possible (47b-47h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)</p>

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.1.5 Frame T2S related notification

This frame enables the applicant participant to forward the relevant information required for receiving the T2S related notifications.

	Field	Presence	Description
50	Information on incoming liquidity transfers from T2S	M	Using the radio button the user can select the way it wants to receive the information. The following options are possible: <ul style="list-style-type: none"> <li>- MT (default value)</li> <li>- MX</li> <li>- No</li> </ul> <p><b>In case "MX" is selected, it is mandatory to provide information about user's DN for that purpose.</b></p>
51	O=SWIFT		Displays the root level
51b	O=	M	Mandatory text field for the (live) BIC-8 of the owning institution (organisation level).
52-52h	OU=	O	Entry text field for the <b>organisational unit</b> level (optional) More than one is possible (52b-52h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)
53	Optional debit notification:	M	Using the radio button the user can select the way it wants to receive the debit notification. The following options are possible: <ul style="list-style-type: none"> <li>- MT (default value)</li> <li>- MX</li> <li>- No</li> </ul> <p><b>In case "MX" is selected, it is mandatory to provide information about user's DN for that purpose.</b></p>
54	O=SWIFT		Displays the root level
54b	O=	M	Mandatory text field for the (live) BIC-8 of the owning institution (organisation level).
55-55h	OU=	O	Entry text field for the organisational unit level (optional) More than one is possible (55b-55h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.1.6 Frame TIPS

This frame enables the applicant participant to forward the relevant information required for receiving TIPS related notifications.

Furthermore, it offers a possibility to connect the PM account with TIPS DCAs using Reserve Management / Standing Facilities link (RM/SF link). The link should be mandatorily set-up in case a central bank is using the Reserve Management or/and Standing Facilities Module. In case the participant is not subject to minimum reserve requirements, the requirement needs to be defined as zero in the Reserve Management module. The participant can link unlimited number of TIPS DCAs with its PM account. However, the TIPS DCAs must be owned by the same legal entity as the PM account.

	Field	Presence	Description
60	Information on incoming liquidity transfers from TIPS (camt.050)	M	Using the radio button the user can select whether it wants to receive the notification about the successfully settled incoming liquidity transfer (from TIPS DCA to the PM account). The following options are possible: <ul style="list-style-type: none"> <li>- Yes</li> <li>- No</li> </ul> <p><b>In case "YES" is selected, it is mandatory to provide information about user's DN for that purpose.</b></p>
61	O=SWIFT		Displays the root level
61b	O=	M	Mandatory text field for the (live) BIC-8 of the owning institution (organisation level).
62-62h	OU=	O	Entry text field for the <b>organisational unit</b> level (optional) More than one is possible (62b-62h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)
63	Optional debit notification (camt.054):	M	Using the radio button the user can select whether it wants to receive the notification about the successfully settled outgoing liquidity transfer (from PM account to TIPS DCA). The following options are possible: <ul style="list-style-type: none"> <li>- Yes</li> <li>- No</li> </ul> <p><b>In case "YES" is selected, it is mandatory to provide information about user's DN for that purpose.</b></p>
64	O=SWIFT		Displays the root level
64b	O=	M	Mandatory text field for the (live) BIC-8 of the owning institution (organisation level).

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

65-65h	OU=	O	Entry text field for the organisational unit level (optional) More than one is possible (65b-65h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)
66-66q	Reserve Management / Standing Facilities Link	M	Entry text field for inserting TIPS DCA number (do not insert BICs) in order to connect PM account via RM / SF links.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.2 Sub Forms

##### 3.2.1 SWIFT Net DN for ICM access (Form no. 1012)

A user should fill in this SSP form, when an additional registration of a SWIFTNet DN for Information and Control Module access is necessary. The user is able to forward as many sub forms (no. 1012) as necessary.

	Field	Presence	Description
45	Actor Type	M	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none"><li>- Participant</li><li>- Ancillary System</li><li>- T2S Actor in TARGET2</li></ul>
46	O=SWIFT		Displays the root level
46b	O=	M	This text field for the (live) BIC-8 of the owning institution (organisation level) is mandatory.
47-47h	OU=	O	Entry text field for the <b>organisational unit</b> level (optional) More than one is possible (47b-47h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)

##### 3.2.2 Addressable BICs and Multi-Addressee access (Form no. 1013)

A wildcard enables to load all the BICs from the BIC directory which match the template defined by the wildcard rule, into the TARGET2 directory as participant BICs (and/or optionally as addressee BICs). This functionality can therefore be used to register **multi-addressee access** and **addressable BICs** according the TARGET2 participation framework approved by the Governing Council.

For further information on wildcard rules, please refer to UDFS v2.2 Book 1, chapter 9.3.4 Administration by Central Banks.

The following is a description of the main concept managed in the TARGET2 wildcard processing.

#### Wildcard templates

A wildcard template is composed of

- at least one BIC (if wildcard "\*" character is used only the format "4!a" is required, otherwise BIC-11)

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

- and a wildcard "\*" character which replaces any number of characters. The wildcard character can therefore be at position 5 or any from 7 till 11, but must always be at the end of the wildcard template. It is also possible to have no wildcard character in the template. In that case the wildcard rule will apply to that specific BIC-11 only.

For example the following templates:

- BKAAFR\*, BKAAPR\*, BKAA\*, BKAAPRPP00\*, BKAAPRPP001 are valid templates
- but BKA\*, BKAA\*PP001, BKAAPRPP are not valid templates

It is recommended to use the wildcard character to register branches as addressable BICs but not to use it for the registration of correspondent banks or customers.

#### Wildcard rule set

Each PM participant is allowed to have none or one wildcard rule set

A wildcard rule set is composed of none to many wildcard rules which can be:

- Inclusion rule: All public BICs (which do not already identify a participant in TARGET2) that match the templates entered in the wildcard rule will be automatically loaded in the TARGET2-BIC table as entries related to the wildcard rule set.
- Exclusion rule: All public BICs that match the templates of the exclusion rule are ignored and therefore not loaded in the TARGET2 BIC table.

**The wildcard rules set groups the different wildcard rule lines as a single item. From a static data point of view wildcard rule lines are not managed individually but only as a whole. Therefore the modification of a wildcard rule line is considered as a modification of the whole wildcard rule set.**

For each wildcard inclusion rule a participation type must be defined in order to distinguish the different participation situations implemented via wildcard in the TARGET2 directory.

The different types of participation available for BIC included via wildcard rules are:

- **03** – multi addressee – credit institution
- **04** – multi addressee – branch of direct participant
- **05** – addressable BIC – correspondent (including CB customers)
- **06** – addressable BIC – branch of direct participant
- **07** – addressable BIC – branch of indirect participant
- **08** – addressable BIC – branch of correspondent



## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
11	Branch Flag	M	If the branch flag is activated, all entries generated by the participant's wildcard rule will also be quoted as <b>BIC Addressee</b> in the TARGET2 directory. If the branch flag option is checked then it is not necessary to fill in the fields BIC addressee (as any participant BICs generated by a wildcard rule will also be quoted as addressee BIC).
12	Modify to	O	<b>In case of modification</b> the checkbox in front of the wildcard rule should identify the respective entry to be modified (related to the original form) and the change which should be made by the respective Central Bank.
13	BIC	M	Entry field for the BIC (only format check (4!a) is to be made on the BIC) and a wildcard "*" character (replacement of any number of characters) This is the template used to determine the BICs to be included/excluded by the wildcard rule.  Please note that the wildcard character is only possible at the position 5 or any from 7 till 11 and must always be at the end of the wildcard template. It is also possible to have no wildcard character in the template. In that case the wildcard rule will apply to that specific BIC- 11 only.
14	BIC Addressee	O	Entry field for the BIC Addressee which is used to send and receive payments. The Addressee BIC must be a SWIFT BIC. The field BIC Addressee (14) cannot be used when the branch flag (11) is checked. The field "BIC Addressee" can be filled only if the wildcard type is set to "Inclusion" and the Participation Type is either "03-Multi Addressee – Credit Institution" or "04-Multi-Addressee – branch of direct participant".
15	Participant Type	C	The content of this field will be entered via a combo box with the following values: <ul style="list-style-type: none"> <li>• 03 – multi addressee – credit institution</li> <li>• 04 – multi addressee – branch of direct participant</li> <li>• 05 – addressable BIC – correspondent (including CB customers)</li> <li>• 06 – addressable BIC – branch of direct participant</li> <li>• 07 – addressable BIC – branch of indirect participant</li> <li>• 08 – addressable BIC – branch of correspondent</li> </ul> The field "Participation Type" <ul style="list-style-type: none"> <li>- must be blank (filled with "-Select-") when Type (16) is 'exclusion'</li> <li>- must not be blank when Type (16) is 'inclusion'</li> </ul>
16	Type of wildcard	M	This field identifies the type of the wildcard rule whether it is <b>Inclusion</b> or <b>Exclusion</b> .

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
11	Branch Flag	M	Please note that in case of <b>Exclusion</b> <ul style="list-style-type: none"> <li>- the field "BIC Addressee" can't be filled.</li> <li>- the field "Participant Type" must be blank</li> </ul> and in case of <b>Inclusion</b> <ul style="list-style-type: none"> <li>• the field "Participation Type" (15) must not be blank</li> </ul>

#### 3.2.3 Sub account for dedicated liquidity (Form no. 1014)

For the settlement of an interfaced Ancillary System using AS standard settlement procedure 6, the settlement bank can "set aside" liquidity dedicated for the settlement of that specific AS. This is done by maintaining a specific RTGS sub-account. In the case of the real-time model, the relevant AS has to use a so-called technical account – procedure 6 real-time to collect the liquidity set aside by its settlement banks and to transfer it to the position within its own system. Therefore, this form will not be used by real-time AS. The form 1000 is used for opening the technical account – procedure 6 real-time.

The static data to create, delete or modify a sub-account can be entered in this form.

A sub-account has no BIC of its own but is related to the BIC of the "main" PM account to which it belongs, as indicated in the header of the form (Participant BIC). It is consequently identified by a unique account number.

A sub-account may **only** be used for the settlement of **one AS**. Therefore, this form must be completed for each sub-account that is required (a new reference should be provided on each form).

	Field	Presence	Description
11	AS BIC	M	Entry text field for the BIC-11 of the Ancillary System for the settlement of which the liquidity is set aside.
12	AS Name	O	Entry text field for the Name of the AS. Up to 35 characters are possible.
13	RTGS BIC	-	Same as BIC in the header
13	Name of sub-account	M	Entry text field for the (Sub) Account Name. Up to 35 characters are possible.
14	Account Number	M	Entry text field for the Sub-account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by respective CB in case of "new"</i>

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.2.4 Contact Items (Form no. 1015)

This form enables the user to create a new contact item for the related entity or to update an existing contact item, by adding/deleting contact information. It is mandatory for each direct Payments Module participant to provide at least one contact item.

This form might be used several times in order to register more than one contact (a new reference should be provided on each form). It is not possible to have two different contacts for the same function.

This form consists in two frames:

- contact item
- contact information (up to 10)

##### 3.2.4.1 Frame Contact Item

	Field	Presence	Description
11	Function Title	M	The combo box contains the following values: <ul style="list-style-type: none"><li>• AS Manager</li><li>• CI Disturbance Co-ordinator</li><li>• Liquidity Manager</li><li>• Operational Manager</li><li>• Project Manager</li><li>• CI SWIFT Network</li><li>• CI T2 Directory</li><li>• CI T2 Head Manager</li><li>• CI Test Manager</li><li>• RM Administrator</li><li>• SF Administrator</li><li>• HAM Administrator</li></ul>
12	First Name	M	Entry text field for entering the first name of the related contact person. Up to 35 characters are possible
13	Last Name	M	Entry text field for entering the last name of the related contact person. Up to 35 characters are possible

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.2.4.2 Frame Contact Information

	Field	Presence	Description
14	Contact type	M	<p>This field should be used to identify the means of communication. The entry of more than one means is possible, therefore please use the different lines provided in the form. The value "address" can be used to identify an address of a contact person which is different from the address of the participant. The combo box contains the following values:</p> <ul style="list-style-type: none"><li>• Phone</li><li>• Fax</li><li>• E-mail</li><li>• Address</li><li>• ZIP Code</li><li>• City</li><li>• Country</li></ul> <p>It is possible to manage up to 10 different contact means.</p>
15	Contact value	C	<p>This field is mandatory if a contact type related to this field is selected. Then up to 35 characters are possible.</p>

#### 3.2.5 Pooling of Liquidity – Group of Accounts Manager (Form no. 1016)

Credit Institutions within the same group are allowed to jointly make use of the liquidity pooling functionality. For further information please refer to UDFS book1, chapter 2.5.5 Pooling of liquidity.

Because the liquidity pooling function is an optional service this SSP form is also optional.

##### **Structure**

The Payments Module offers liquidity pooling services, relying on the so-called "group of accounts" structure. A group of accounts consists of one or several PM account(s) in the books of one or several CBs.

##### **TARGET2 offers two variants for the pooling of liquidity:**

- Virtual Account<sup>6</sup> (only for euro area participants).
- Consolidated Account Information (also available to participants from non-euro area countries)

If a group of Payments Module participants wants to pool their liquidity they can decide to use one of the two variants or a combination of both.

<sup>6</sup> Also designated as Aggregated Liquidity in Harmonised Condition (Article 23 – 26 Harmonised Conditions; App. VII Harmonised Conditions)

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### **Assignment**

A given PM account can be assigned to a maximum of one group of accounts. This could be either a "virtual account" (a group of accounts put together to pool liquidity, forming virtually a single account) or a "group of consolidated account information" (a group of accounts put together to provide consolidated information on the whole group). If a participant decides to use a virtual account and the consolidated information, all accounts forming the virtual account belong de facto to the group of accounts consolidated information. It is not possible that one account out of the accounts forming the virtual account remains outside the consolidated account information.

(UDFS Book, 1chapter 2.5.5 Pooling of Liquidity)

If the applicant participant would like to set up a group of accounts (either virtual account or consolidated account information) and act as the manager of the group, the SSP form "1016 Pooling of Liquidity – GoA Manager" has to be used.

The form consists of two frames:

- Consolidated Account Information (CAI)
- Virtual Account

#### 3.2.5.1 Frame Consolidated Account Information

	Field	Presence	Description
	Consolidated Account Information	O	The applicant participant should cross the checkbox in front of the header to indicate that he would like to act as Manager of a Consolidated Group of Accounts
11	Name of the Consolidated Account Information	M	The applicant participant has to provide a name for the Consolidated Group of Accounts by using this field. Up to 35 characters is possible
12	Group of Accounts ID	-	This field has to be filled by the responsible Central Bank with the Identification number of the group of accounts and communicated

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
			to the GoA Manager. If the applicant participant would like to modify or delete elements of static data, this field has to be filled by them. It should start with the country code of the Central Bank.
13	BIC of the Main Account	M	One PM account inside the Consolidated Group of Accounts has to be assigned as master account (under the responsibility of a group of accounts manager). Due to the fact that this form is related to the Group of Accounts Manager, his PM account must be listed here.
<b>Members of the GoA Consolidated Account Information</b>			
14	Member BIC	C	Within this sub frame all Member BICs of the group of accounts (CAI) should be listed.
15	Member RTGS Account	C	With reference to the Member BIC, the relevant RTGS Account number of the member should be entered in this field: <u>Included Accounts:</u> <ul style="list-style-type: none"> <li>• PM accounts held with euro area CBs</li> <li>• PM accounts held with non-euro area CBs</li> <li>• PM accounts of remote participants</li> <li>• Sub-accounts (for information only)</li> </ul> All other account types are out of the scope of the Consolidated GoA. Up to 34 characters are possible.
16	Virtual Account ID	C	Within this sub frame all Member Virtual Accounts of the Consolidated group of accounts (CAI) should be listed using the VA ID as identifier. It should start with the country code of the Central Bank.
23	Name of the Virtual Group of Accounts	C	With reference to the Virtual Account ID the respective Group Name should be entered in this field. Up to 12 characters is possible

#### 3.2.5.2 Frame Virtual Account

	Field	Presence	Description
	Virtual Account	O	The applicant participant should check the box in front of the header to indicate that he would like to act as Manager of a Virtual Account
20	Name of the Virtual Account	M	The applicant participant has to provide a name for the Virtual Account (up to 12 characters)
21	Group of Accounts ID	-	This field has to be filled by the responsible Central Bank with the Identification number of the group of accounts and communicated to the GoA manager. If the applicant participant would like to

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
			modify or delete elements of static data, this field has to be filled by them. It should start with the country code of the Central
22	BIC of the Main Account	M	One PM account inside the virtual account has to be assigned as main account (under the responsibility of a group of accounts manager). Due to the fact that this form is related to the Group of Accounts Manager, his PM account must be listed here. The field is listed only for the sake of completeness. It is equal to the Participant BIC listed in the header and therefore need not be filled again.
16	Member BIC	M	Within this sub frame all Member BICs of the group should be listed.
17	Member RTGS Account	M	With reference to the Member BIC the respective RTGS Account number of the group member should be listed in this field <u>Included Accounts:</u> <ul style="list-style-type: none"><li>• PM accounts held with euro area CBs</li><li>• Sub-accounts for dedicated liquidity (for information purposes only)</li></ul> <u>Excluded Accounts:</u> <ul style="list-style-type: none"><li>• PM accounts of remote participants</li><li>• PM accounts held with non-euro area CBs</li></ul>

#### 3.2.6 Pooling of Liquidity – GoA Member (Form no. 1017)

This form should be used by participants:

- holding a PM account with a euro area CB
- holding Sub-account(s) for dedicated liquidity (for information purposes only)
- requesting membership in a Virtual Account or a Group of Consolidated Account information.

This form could also be used by participants:

- holding a PM account held with a connected CB.
- holding a PM account as a remote participant.
- requesting membership only in a Group of Consolidated Account Information.

Furthermore the Group of Accounts Manager of a Virtual Account must use this form in order to assign "his" Virtual Account to a Group of Consolidated Account Information.

The form consists of two frames:

- Member of Virtual Account

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

- Member of Consolidated Account Information

Depending on the decision of the applicant participant to be a member of group of accounts, either a Virtual Account or Consolidated Account Information needs to be created.

Please note that a given PM account can be assigned to a maximum of one group of accounts. If a participant decides to use a Virtual Account and the Consolidated Account Information, all accounts forming the Virtual Account belong *de facto* to the group of accounts formed for the provision of consolidated information. It is not possible that one account out of the accounts forming the Virtual Account remains outside of the Consolidated Account Information.

#### 3.2.6.1 Frame Member of Virtual Account

	Field	Presence	Description
	Member of Virtual Account	O	The applicant participant should check the box in front of the header to indicate that he would like to be a Member of a Virtual Account.
11	Virtual Account ID	M	This field has to be filled by the applicant participant with the Identification number of the Virtual Account provided by the GoA manager. It should start with the country code of the Central Bank.
12	BIC of the related Main Account	M	It is the PM account of the group of accounts manager. This field must be filled by the applicant participant in order to ensure the cross reference between the Virtual Account ID and Group of Accounts Manager.
13	Member BIC	C	The applicant participant who requests to be a member of a virtual account can be identified with the respective participant BIC. Therefore this field is prefilled with the Participant BIC listed in the header of the form.
14	Member RTGS Account	C	With reference to the Member BIC the respective RTGS Account number of the group member should be entered in this field of the list

#### 3.2.6.2 Frame Member of Consolidated Account Information

	Field	Presence	Description
	Member of Consolidated Account Information	O	The applicant participant should check the box in front of the header to indicate that he would like to act as Member of a Group of Consolidated Account Information



## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
15	ID of the Consolidated Account Information	M	This field has to be filled by the applicant participant with the Identification number of the group of accounts provided by the group of account manager. It should start with the country code of the Central Bank.
16	BIC of the related Main Account	M	It is the PM account of the group of accounts manager. This field must be filled by the applicant participant in order to ensure the cross reference between Consolidated Information Account ID and Group of Accounts Manager.
<b>Assignment of a PM account</b>			
17	Member BIC	C	If the form is used to assign a PM account to the CAI, the control field has to be used and the following fields need to be filled in. The applicant participant which requests to be a member of a Group of Consolidated Account Information can be identified with the respective participant BIC. Therefore this field is pre-filled with the Participant BIC listed in the header of the form.
18	Member RTGS Account	C	With reference to the Member BIC the respective RTGS Account number of the group member should be entered in this field
<b>Assignment of a Virtual Account</b>			
22	ID of the Virtual Account	C	If the form is used to assign a Virtual Account to the CAI, the control field has to be used and the following fields need to be filled in. Should be listed here the Virtual Account ID to be part of the above mentioned CAI. It should start with the country code of the Central Bank.
23	Name of the Virtual Account	C	In reference with the Virtual Account ID the respective Group Name should be entered in this field.

#### 3.2.7 Direct Debit authorisations (Form no. 1018)

The direct debit functionality is only available between direct participants in the Payments Module.

The direct participants have to agree the terms and conditions for allowing direct debits with the parties allowed to debit their accounts. TARGET2 offers only the general framework.

Using this form, the direct participant:

- authorises other(s) participant(s) (payees) to debit its account via a direct debit order.
- requests the relevant Central Bank to record the pre-agreements in the Static Data Module via Information and Control Module.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

The following parameters are used in connection with the direct debit scheme:

Mandatory	Optional
Payee	Maximum amount per day (for all direct debits independent from the counterparty)
Account to be debited	Maximum amount per counterparty
Reference (filled by CB)	Maximum amount of any single payment per counterparty

The Payments Module ensures that the conditions mentioned above (if chosen) are met before processing a direct debit request.

This optional form consists of two different frames

- Direct Debits – general information
- Direct Debits – List of Direct Debit authorisations (7x)

#### 3.2.7.1 Frame Direct Debits – General Information

	Field	Presence	Description
11	Maximum Amount of Direct Debits per day	O	Within this field the direct Payments Module participant can limit the use of the direct debit function by defining total sum of debits allowed by direct debits per day regardless of the issuer of direct debit orders (up to 18 characters are possible – e.g. 999.999.999.999,99)

#### 3.2.7.2 Frame Direct Debits – List of Direct Debits

This frame allows the direct PM participant (payer) to define up to seven (7) arrangements for direct debits. These arrangements define the conditions (limits) under which the designated payee debits the participant's PM account (payer) by the mean of direct debit instructions (MT204).

	Field	Presence	Description
12	Payee	M	Entry field for the BIC-11 of the direct PM Participant (payee) which is allowed to issue direct debit instructions.
13	Name of the payee	M	Entry field for the name of the direct PM Participant which is allowed to debit the participant's account (payee).

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

	Field	Presence	Description
14	Maximum Amount per Counterpart	C	Depending on the participant's decision this field can be used to limit the amount for direct debits per counterpart and define the maximum amount authorised per counterpart in case of direct debit. If the checkbox 14 is checked then this option should not be used. This amount must be lower than or equal to the amount specified in field 11 - Maximum Amount of Direct Debits per day. This amount must be higher than or equal to the amount in field 16 - Maximum Amount per Payment.
15	Maximum Amount per Payment	O	This field can be used to define the maximum amount for any single direct debit instruction sent by the counterpart. This amount must be lower than or equal to the amount specified in field 15 - Maximum Amount per Counterpart.
16	Reference of direct debit	M	This field is used by the Central Bank (in case of "new") to insert a reference for the Direct Debit agreement.

#### 3.2.8 Banking group monitoring – Main account holder (Form no. 1019)

Direct (SWIFT based) participants in TARGET2 have to provide to their Central Banks information concerning their organisational status. More specifically they have to report whether

- they are belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline;
- they are a single institution and are not belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline.

As the provision of the above mentioned information is mandatory, participants have to use either form no. 1019 or form no. 1020.

##### Structure:

The functionality of the banking group monitoring is following the concept of the liquidity pooling service. A group for banking group monitoring consists of

- one or several PM account(s) and/or
- one or several virtual account(s) and/or
- one or several group(s) of consolidated account information

in the books of one or several CB(s).

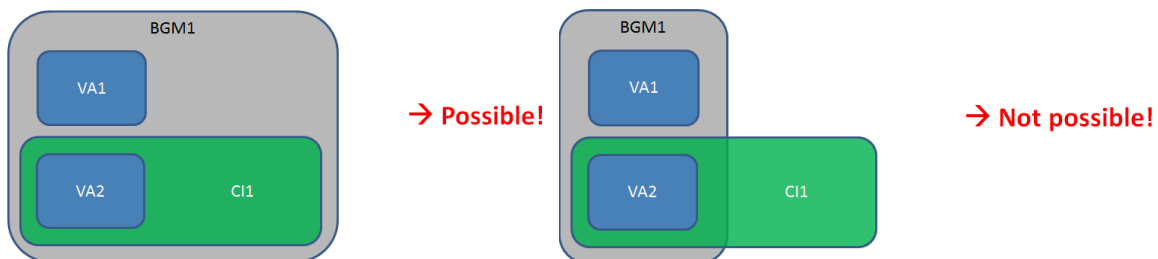
## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### Assignment:

Following the description in chapter 3.2.5 also for the banking group monitoring a given PM account can be assigned to a maximum of one group of accounts. This could either be a "virtual account" or a "group of consolidated account information" or a "group for banking group monitoring". If a participant decides to use a "virtual account" or "group of consolidated information" on top of being part in a "group for banking group monitoring", all accounts forming the "virtual account" / the "group of consolidated account information" belong de facto to the same "group for banking group monitoring". It is not possible that one account out of the accounts forming the "virtual account" / the "group of consolidated account information" remains outside the "group for banking group monitoring".

The same rule applies for "virtual accounts" being part of a "group of consolidated account information". Whenever the "group of consolidated account information" is part of a "group for banking group monitoring", a "virtual account" belonging to the "group of consolidated account information" is de facto part of the same "group for banking group monitoring".



Form no. 1019 has to be used in the following scenarios

- A direct participant is a single institution and is not belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline.
- A direct participant is belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline and is the main account holder of this group.

The form consists of three frames:

- Declaration of credit institution
- Banking group monitoring
- Members of the group (BGM)

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.2.8.1 Frame Declaration of credit institution

	Field	Presence	Description
11	Declaration of participant	M	<p>In this field the direct participant need to indicate whether he is</p> <ul style="list-style-type: none"> <li>• Belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline and is the main account holder of this group.</li> </ul> <p>In this case the other fields of the form need to be filled in by the participant.</p> <ul style="list-style-type: none"> <li>• A single institution and is not belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline.</li> </ul> <p>In this case the other fields of the form don't need to be filled in by the participant.</p>

#### 3.2.8.2 Frame Banking group monitoring (BGM)

	Field	Presence	Description
21	Group of Accounts ID	-	<p>This field has to be filled by the responsible Central Bank with the Identification number of the group of accounts and communicated to the main account holder.</p> <p>A reference to this ID is needed:</p> <ul style="list-style-type: none"> <li>- whenever the main account holder needs to make changes to the group;</li> <li>- Whenever a group member needs to register itself as member of the group.</li> </ul> <p>The ID should start with the country code of the responsible Central Bank.</p>
22	Group of Accounts Name	M	<p>The direct participant has to provide a name for the group for banking group monitoring by using this field. Up to 35 characters is possible.</p>

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

23	BIC of the main account holder	M	<p>One PM account inside the group for banking group monitoring has to be assigned as main account. Due to the fact that this form is related to the main account holder, its PM account must be listed here.</p> <p>The main account holder is typically the head office or the regional headquarter for non-EU banks. However, there might be cases (e.g. after a merger, cooperative structures) where this is not evident and hence other criteria have to be applied for determining the main account holder. Objective criteria could be, for example, the group member in practice managing the liquidity of the banking group, the group member typically participating in the monetary policy operations or the group member generating the highest turnover in TARGET2.</p>
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#### 3.2.8.3 Frame members of the Group (BGM)

##### Subframe Single Participants as member of the BGM

	Field	Presence	Description
31	Member BIC	C	Within this sub frame all the BICs of single participants being part of the banking group should be listed.
32	Member RTGS Account	C	<p>With reference to the field "Member BIC", the relevant RTGS Account number of the member should be entered in this field:</p> <p>Included Accounts:</p> <ul style="list-style-type: none"><li>• PM accounts held with euro area CBs</li><li>• PM accounts held with non-euro area CBs</li><li>• PM accounts of remote participants</li></ul> <p>Sub-accounts don't need to be included in the registration. However they are automatically included in the monitoring whenever the PM account has been registered.</p> <p>All other account types are out of the scope of the banking group monitoring.</p> <p>Up to 34 characters are possible.</p>

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### Subframe Virtual Group of account as member of the BGM

	Field	Presence	Description
31	Virtual Account ID	C	Within this sub frame all the IDs of virtual groups of account being part of the banking group should be listed.
32	Name of the Virtual Account	C	With reference to the Virtual Account ID the respective group name should be entered in this field. Up to 12 characters are possible.

#### Subframe consolidated account information as member of the BGM

	Field	Presence	Description
31	Consolidated account information ID	C	Within this sub frame all the IDs of consolidated account information being part of the banking group should be listed.
32	Name of the consolidated account information	C	With reference to the consolidated account information ID the respective group name should be entered in this field. Up to 12 characters are possible.

### 3.2.9 Banking group monitoring – Group member (Form no. 1020)

Form no. 1020 has to be used in the following scenarios:

A direct (SWIFT based) participant is belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline and is not the main account of this group.

- A virtual account is part of a banking group following the definition of groups as laid down in annex II of the TARGET Guideline
- A consolidated account information is part of a banking group following the definition of groups as laid down in annex II of the TARGET Guideline

For the inclusion of a virtual account/ a group of consolidated information into the group for banking group monitoring it is up to the GoA manager of such group to fill the registration form accordingly.

The form consists of four frames:

- Banking group monitoring (BGM)
- Single Participant as member of a BGM group of accounts
- Existing virtual group of accounts as member of a BGM group of accounts
- Existing consolidated account information as member of a BGM group of accounts

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.2.9.1 Frame Banking group monitoring (BGM)

	Field	Presence	Description
11	BGM Group of Accounts ID	M	This is the Identification Number of the group for banking group monitoring the RTGS account is to be assigned to. It has to be filled by the applicant participant with the ID of the group for banking group monitoring provided by the BGM main account holder. It should start with the country code of the Central Bank.
12	BIC of the related Main Account	M	It is the PM account of the BGM main account holder. This field must be filled by the applicant participant in order to ensure the cross reference between the BGM Group of Accounts ID and BGM main account holder.

#### 3.2.9.2 Frame Single Participant as member of a BGM group of accounts

	Field	Presence	Description
	Single participant as member of a BGM group of accounts	C	The participant has to check this box to indicate that a single RTGS account (not being part of any virtual account or consolidated account information) should be added to the group for banking group monitoring.
21	BIC	C	It is the BIC of the account to be assigned to the group for banking group monitoring. As this is the form for the group member the BIC is the one mentioned in the header of the form.
22	RTGS account number	C	With reference to the field "Member BIC", the relevant RTGS Account number of the member should be entered in this field: Included Accounts: <ul style="list-style-type: none"> <li>• PM accounts held with euro area CBs</li> <li>• PM accounts held with non-euro area CBs</li> <li>• PM accounts of remote participants</li> </ul> Sub-accounts don't need to be included in the registration. However they are automatically included in the monitoring whenever the PM account has been registered. All other account types are out of the scope of the banking group monitoring. Up to 34 characters are possible.



## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

23	BGM Group of Accounts ID	M	This is the ID of the group for banking group monitoring the RTGS account is to be assigned to. The field is automatically filled using the information provided in field 11 of this form.
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#### 3.2.9.3 Frame Existing virtual group of accounts as member of a BGM group of accounts

	Field	Presence	Description
	Existing virtual group of accounts as member of a BGM group of accounts	C	The participant has to check this box to indicate that a virtual account should be added to the group for banking group monitoring.  Assigning a virtual account to the group for banking group monitoring includes all the accounts being part of the virtual account. Individual accounts belonging to the virtual account can't be excluded from the group for banking group
31	BGM Group of Accounts ID	M	This is the ID of the group for banking group monitoring the RTGS account is to be assigned to. The field is automatically filled using the information provided in field 11 of this form.
32	ID of the Virtual Account	C	If the form is used to assign a Virtual Account to the group for banking group monitoring, here the Virtual Account ID has to be provided. It should start with the country code of the Central Bank.
33	Name of the Virtual Account	C	In reference with the Virtual Account ID the respective group name should be entered in this field.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.2.9.4 Frame Existing consolidated account information as member of a BGM group of accounts

	Field	Presence	Description
	Existing consolidated account information as member of a BGM group of accounts	C	<p>The participant has to check this box to indicate that a group of consolidated account information should be added to the group for banking group monitoring.</p> <p>Assigning a group of consolidated account information to the group for banking group monitoring includes all the accounts being part of it (this applies for single accounts as well as for virtual accounts being part of the consolidated account information). Individual accounts/virtual accounts belonging to the consolidated account information can't be excluded from the group for banking group monitoring.</p>
41	BGM Group of Accounts ID	M	This is the ID of the group for banking group monitoring the RTGS account is to be assigned to. The field is automatically filled using the information provided in field 11 of this form.
42	ID of the consolidated account information	C	If the form is used to assign a group of consolidated account information to the group for banking group monitoring, here the consolidated account information ID has to be provided. It should start with the country code of the Central Bank.
43	Name of the Virtual Account	C	In reference with the consolidated account information ID the respective group name should be entered in this field.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.3 SSP form for optional modules

##### 3.3.1 Co-Management form (Form no. 1102)

This Co-Management form should be completed if the account of the Home Accounting Module (HAM) account Holder should be co-managed by another participant (which must be a direct participant in the Payments Module of the Single Shared Platform). The Co-Manager of the Home Accounting Module account should already be indicated in the "SSP form for collection of Static Data - 5100 Home Accounting Module". Therefore the present form should be used in connection with form no. 5100.

Both parties confirm that they agree on the Co-management of the Home Accounting Module account mentioned in the frame "Home Accounting Module Account Holder" by the respective Co-Manager mentioned in frame Co-Manager for HAM Account".

##### 3.3.1.1 Frame HAM Account holder

	Field	Presence	Description
10	Home Accounting Module Participant BIC	M	To identify the Home Accounting Module Account holder the Participant BIC has to be entered in this field
11	Name of the Home Accounting Module Participant	M	With reference to the Home Accounting Module Participant BIC the respective Home Accounting Module Participant Name has to be entered here.
12	Responsible CB	M	The responsible Central Bank of the (co-managed) Home Accounting Module account holder must be selected via the combo box

##### 3.3.1.2 Frame Co-Manager of HAM account

	Field	Presence	Description
20	BIC of Co-Manager	M	To identify the Co-Manager of the Home Accounting Module Account holder the Participant BIC has to be entered in this field
21	Name of the Co-Manager	M	With reference to the Co-Manager BIC the name of the respective Co-Manager has to be entered here.
22	Responsible CB of Co-Manager	M	To identify the Co-Manager of the Home Accounting Module Account the responsible Central Bank has to be selected.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.3.2 SSP form for Standing Facilities Module (Form no. 1200)

With regard to Standing Facilities (SF), the choice to opt for this standardised Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	Only "RTGS" is permitted. <i>If the participant holds a HAM account and wants to use this account for the settlement of SF operations, then the form 5200 has to be used.</i>
11	Account Number for Overnight Deposit	-	Account number to identify the account which will be used for the overnight deposit and of the related interests. The overnight deposit function is also available for "out" countries. The entry is made by the responsible Central Bank in case of "new".
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for marginal lending. The marginal lending function is not available for "out" countries. The entry is made by the responsible Central Bank in case of "new".
13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.

#### 3.3.3 SSP form for Reserve Management Module (Form no. 1300)

This SSP form enables the applicant participant to forward the relevant information required for Compulsory Reserve Management to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management Module.

This form should be completed if the applicant participant is subject to minimum reserve requirements and if the responsible Central Bank has opted for the Reserve Management Module. The applicant participant subject to minimum reserve requirements has the following possibilities:

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

1. It can manage its minimum reserves **directly** on a PM account or Home Accounting Module account, or PHA account, In that case the participant is its own reserve maintainer and management of minimum reserve is "direct".
2. Or it can deposit its reserve requirements on another Home Accounting Module or Payments Module or PHA account of the same Central Bank and that is subject to minimum reserve requirements. In that case the participant is different from the reserve maintainer (BIC of Intermediary) and management of minimum reserve is "**indirect**".
3. Or it can manage its reserve requirements in a "pool of reserve" where reserve requirements are pooled among a group of participants (managed by the same CB). One of the participants in the group is designated as the group leader and it is its Home Accounting Module or Payments Module account on which interests and penalties for the whole pool will be settled. In that case for each participant of the group the reserve maintainer is the group leader (BIC of Monetary Financial Institution – MFI – Leader). The management of minimum reserves is then "**pool**".
4. Or it can manage its reserve requirements '**local**', using proprietary means.
5. Or it can be not a subject for reserve requirements – 'no'.

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant selects the respective entry which describes how the participant manages its reserve requirements. The values are <ul style="list-style-type: none"> <li>• Direct</li> <li>• Indirect</li> <li>• Pool</li> <li>• Local</li> <li>• No</li> </ul>
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of minimum reserve. The values are: <ul style="list-style-type: none"> <li>• RTGS</li> <li>• HAM</li> <li>• PHA</li> </ul>
12	BIC of Intermediary	C	This field is mandatory if management of minimum reserve (10) is "indirect". It indicates the BIC of the reserve maintainer, e.g. of the participant or PHA account maintaining reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of minimum reserve (10) is "pool". It indicates the BIC of the respective MFI Leader.

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.3.4 Direct Participant mandate for billing (Form no. 1400)

The form allows a Participant to indicate a BIC from which the billed items should be debited. The form 1400 shall be used only in case the BIC is different than the one being used by the participant itself. In order for the mandate to be valid, both the Participant being billed and the debited Participant need to sign the form. This form is only valid concerning the billing of those participants having their account via a central bank that utilises a direct debit to settle the monthly TARGET2 and T2S invoices.

The use of form 1400 must be indicated in the S 10 field of the form 1000.

##### 3.3.4.1 Frame Participant account to be billed

	Field	Presence	Description
10	Direct Participant BIC	M	Entry text field for the BIC of Participant that is billed (this BIC should be the same as specified in the header - field A)
11	Name of Direct Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the Participant Up to 35 characters are possible (35x)
11	Name of Direct Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the Participant Up to 35 characters are possible (35x)
11	Name of Direct Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the Participant Up to 35 characters are possible (35x)

##### 3.3.4.2 Frame Participant account to be debited

	Field	Presence	Description
20	Direct Participant BIC	M	Entry Text field for the BIC of the direct Payments Module participant that shall be debited.
21	Name of Direct Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the Participant Up to 35 characters are possible (35x)
21	Name of Direct Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the Participant Up to 35 characters are possible (35x)
21	Name of Direct Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the Participant Up to 35 characters are possible (35x)

## PART A – Description of SSP forms related to direct and indirect participants

### 3. Description of the SSP forms for direct participants

#### 3.3.5 Liquidity Management links for TIPS DCA (Form no. 1500)

The form 1500 is used to link TIPS DCA(s) with the PM account via Liquidity Management links (LM links). LM links enable participants to: (i) monitor liquidity on connected TIPS DCA(s); and (ii) to pull liquidity from the connected TIPS DCA(s). Furthermore, the links define the holder of the PM account as the party to be billed for the consumption on connected TIPS DCA(s). For that reason, the LM link is mandatory.

In order for the mandate to be valid, both the PM account owner as well as the TIPS DCA owner need to sign the form.

Up to 10 TIPS DCAs can be connected to one PM account. Several 1500 forms need to be used in case TIPS DCA owners are different legal entities.

The use of form 1500 must be indicated in the S 11 field of the form 1000.

	Field	Presence	Description
11a-11j	Liquidity Management Link(s)	M	Entry text field for inserting TIPS DCA number (do not insert BICs) in order to connect PM account via LM link(s).

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

## 4 Description of the SSP forms for direct participants (via Internet)

### 4.1 Main Form (Form no. I-1000)

#### 4.1.1 Frame Legal Entity

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The input of a new direct participant into the Single Shared Platform always requires the definition of a "legal entity" (in the technical sense) in the static data (compulsory prerequisite).

A credit institution acting as a legal entity may require one or several accounts in the Payments Module and/or in the Home Accounting Module. During the static data collection process, such a credit institution will need to fill one request per account, all of them being registered under the same legal entity. From the Single Shared Platform viewpoint, the field "legal entity" helps to make the link between all accounts of the same credit institution within a given TARGET2 component system.

The "legal entity" is managed by the Central Bank selected by the participant in the header of the SSP form. All participants belonging to a legal entity (at least one participant) are therefore managed by the selected Central Bank. Multi-country banks need different accounts with different Central Banks in the countries where they have a branch implemented (e.g. for compulsory reserve management purpose). These accounts need to be registered by the Central Banks under the Legal Entity of the local branch.

Filling this frame is **mandatory** when registering a new account, regardless of whether the legal entity had already been used for registering an account.

	Field	Presence	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC can be either non-SWIFT BIC or SWIFT BIC
12	Legal Entity Name (1 <sup>st</sup> line)	M	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
12	Legal Entity Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)



## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
12	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Only 35 characters are possible (35x)

#### 4.1.2 Frame Registration Participant

This frame of the Main Form provides general information on the Single Shared Platform Participant to be registered or updated.

##### Sub frame Administrative data

Within this sub frame the applicant indicates which kind of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
21	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
22	Account Holder BIC	M	Entry text field for the Account Holder BIC of the participant The Account Holder BIC and the BIC entered in the header of the SSP form are the same for a direct participant for the Live registration.
22b	BIC Addressee	M	The Addressee BIC-11 is default for the internet based participant. The default value is TRGTXEPLVP. It defines the BIC through which the direct participant sends and receives payment messages. This field is mandatory for the type of participation "direct"
23	Participant Type	M	Combo box for entry of the participant type with the value - Credit institution
23b	Type of Participation	M	Combo box for entry of the type of participation with the value - Direct
24	Main BIC	C	To be filled if the type of participation (22b) is 'Direct'. Control field which identifies whether the mentioned BIC should be the Main BIC. If the field is activated the main BIC flag is activated. The Main BIC flag indicates that the BIC of the direct participant can be used from other participants to address payments

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
			in case only the national sorting code or participant's name is known. <ul style="list-style-type: none"><li>• In case the BIC should not be the Main BIC – control field should not be checked</li><li>• In case the BIC should be the Main BIC – control field should be checked</li></ul>
24b	BIC published in TARGET2 directory	C	To be filled if the type of participation (22b) is 'Direct'. Control field which identifies whether the mentioned BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none"><li>• In case the BIC should not be published – control field should not be checked</li><li>• In case the BIC should be the published – control field should be checked</li></ul>
25	Institutional Sector Code	M	Combo box for the Institutional Sector Code applicable for the participant. For more detailed information, please see table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank
26	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant. Up to 15 characters (15x)
27	MFI Code	O	Entry text field for the MFI Code of the Participant. Up to 30 characters (30x) MFI code is a unique code assigned by Central bank to its resident credit institutions. For more detailed information, please contact your Central bank

#### 4.1.3 Frame Registration for Payments Module

This frame of the Main Form provides the necessary information to create a PM account in the Payments Module. It consists of four sub frames:

- Sub frame Payments Module Account
- Sub frame Liquidity Management
- Sub frame Billing

##### Sub frame Payments Module Account

Within this sub frame, the applicant indicates general information on the Payments Module account.

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
31	Account Type	M	<p>Combo box for entry of the account type.</p> <p>If participant type is 'credit institution' (CI) then account type can be:</p> <ul style="list-style-type: none"> <li>- RTGS (PM account)</li> </ul> <p>The combo box in the SSP form contains the values for participant type CI.</p>
32	Account Number	-	The responsible Central Bank will enter the account number of the PM account in this field. The first 2 characters of the account number are always the country code of the responsible Central Bank.
32b	Credit based only	-	<p>The responsible Central Bank will use this control field to indicate if the account can have a debit balance (including credit lines) or not.</p> <ul style="list-style-type: none"> <li>No – means account can have a debit balance (control field is not checked)</li> <li>Yes – means account is only credit based (control field is checked)</li> </ul>
33	Contingency Account Number	-	The responsible Central Bank will enter the account number of the CM account in this field. The first 2 characters of the account number are always the country code of the responsible Central Bank.

#### Sub frame Liquidity Management

- During the day:

During the business day, liquidity can be transferred either from a Home Accounting Module account or a proprietary home account to the PM account and vice versa. The Internet based direct participant can only use ICM to transfer liquidity. To allow the user to benefit from the ICM functionality of a manual liquidity transfer from the PM account to an account in the Home Accounting Module (and vice versa) or a PHA (if the respective Central Bank supports this interface) the information about the respective account should be entered. If the participant does not hold an account in Home Accounting Module or PHA, this sub frame should not be filled.

- End of day:

Each Central Bank decides whether liquidity is kept overnight in the Payments Module (i.e. only PM accounts), or has to be transferred at the end of the day to the Home Accounting Module or to a Proprietary Home Account (see UDFS Book 1, chapter 2.3.3). In the event that the Central Bank has decided that the liquidity should remain on the Payments Module, this sub frame does not need to be filled in. Otherwise, this frame becomes mandatory and

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

details of the account on the Home Accounting Module or PHA (held at the same Central Bank), where the remaining balance of each PM account should be transferred at the end of the business day, must be specified<sup>7</sup>. Remote access participants without a Home Accounting Module account or a proprietary home account who are not allowed to keep their liquidity on their own PM account have to specify the PM account of another participant at the same hosting Central Bank as the destination for the retransfer of liquidity at the end of the business day.

If the PM account should be debited at the end of day information about the receiver BIC and account for liquidity removal at the end of the day is required.

	Field	Presence	Description
34	Receiver BIC for Liquidity Removal during the day	O	<p>Entry text field to enter the Receiver BIC for Liquidity Removal during the day.</p> <ul style="list-style-type: none"> <li>In case of "Home Accounting Module", BIC of Home Accounting Module account.</li> <li>In case of "PHA", BIC of CB hosting the PHA (e.g. for the German PHA: MARKDEFFXXX)</li> </ul>
35	Account for Liquidity Removal (field 58)	O	<p>To be used only in case of "PHA".</p> <p>Entry text field with maximum 34 characters to enter the Account for Liquidity Removal during the day (Account identification in the PHA).</p>
34b	Receiver BIC for Liquidity Removal end of day	C	<p>This field is conditional depending on each Central Banks' decision regarding reserve holding. If the Central Bank has decided that the liquidity should remain on the Payments Module, this sub frame does not need to be filled in. Otherwise, this frame becomes mandatory.</p> <p>Entry text field to enter the Receiver BIC for Liquidity Removal end of day.</p> <ul style="list-style-type: none"> <li>In case of "Home Accounting Module", BIC of Home Accounting Module account.</li> <li>In case of "PHA", BIC of CB hosting the PHA.</li> <li>In case of "RTGS", BIC of another direct participant (must be the same responsible Central Bank)</li> </ul> <p>This field is also mandatory in case the PM account should be debited at the end of day.</p>

<sup>7</sup> Please contact the Central Bank at the National Help desk to have the relevant information on the Central Bank option

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
35b	Account for Liquidity Removal (field 58) – PHA only	C	To be used only in case of "PHA". This field is conditional depending on each Central Banks' decision regarding reserve holding. Entry text field with maximum 34 characters to enter the Account for Liquidity Removal at the end of day. This field is also mandatory in case the PM account should be debited at the end of day and the liquidity shifted to an account in the PHA.

#### Sub Frame Billing Data

This sub frame of the main form allows the direct participant to provide information on the option chosen regarding the billing service.

	Field	Presence	Description
36	Billing option	M	Radio button for the choice of the Billing option: <ul style="list-style-type: none"><li>• Option A (default value)</li><li>• Option B</li></ul> Please refer to User information guide to the TARGET2 pricing which is available on the ECB website.
37	Billing Address	M	Entry text field with maximum 35 characters to enter the Address where the invoice is to be sent to. Up to 7 lines can be entered.

#### **4.1.4 Frame ICM access**

This frame of the Main Form links the Direct participant via internet with Virtual DN to enable access to the ICM.

#### Sub frame Virtual DN

The sub frame "Virtual DN" is mandatory because Direct participants via internet can access to the Payments Module only via the ICM (Information and Control Module) via user to application mode.

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
41	o=swift	-	Displays the root level
42	o=	M	Entry text field for BIC8 of the participant
43	ou=ibp	-	Displays the common ou level of Virtual DN for all Direct participants via internet
44	ou=	M	Entry text field for BIC11 of the participant

#### 4.1.5 Frame Connected TIPS accounts with RM/SF link(s)

This frame offers a possibility to connect the accounts of the internet based participants with TIPS DCAs using Reserve Management / Standing Facilities link (RM/SF link). The link should be mandatorily set-up in case a central bank of the internet based participants account owner is using the Reserve Management or Standing Facilities module. In case the participant is not subject to minimum reserve requirements, the requirement needs to be defined as zero in the Reserve Management module. The participant can link unlimited number of TIPS DCAs with its account. However, the TIPS DCAs must be owned by the same legal entity as the PM account.

	Field	Presence	Description
51a-51q	Reserve Management / Standing Facilities Link	M	Entry text field for inserting TIPS DCA number (do not insert BICs) in order to connect account via RM / SF links.

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

#### 4.2 Sub Forms

##### 4.2.1 ICM access roles for certificates internet access (Form no. I-1012)

The form is mandatory as the SSP static data should link individual certificates with available roles. Direct participants via internet can only access to the Payments Module via the ICM (Information and Control Module) in user to application mode. For that reason the certificate should be properly assigned to roles.

	Field	Presence	Description
11 - 15	Unique User ID First Name, Last Name Role	M	All fields are mandatory. The ICM role should be assigned to at least one certificate, while it is possible to assign the ICM role up to 5 certificates. The Unique User ID is mandatory. The First Name, Last Name is mandatory. The Role is mandatory, using the combo box the user can select the ICM role according the value: - LVMANAFE - LVMANATE.

##### 4.2.2 Sub-account for dedicated liquidity (Form no. I-1014)

For the settlement of an interfaced Ancillary System using AS standard settlement procedure 6, the settlement bank can "set aside" liquidity dedicated for the settlement of that specific AS. This is done by maintaining a specific RTGS sub-account. In the case of the real-time model, the relevant AS has to use a so-called technical account – procedure 6 real-time (opened at the CB level) to collect the liquidity set aside by its settlement banks and to transfer it to the position within its own system. Therefore, this form will not be used for real-time ASI. The form 1000 is used for opening the technical account – procedure 6 real-time.

The static data to create, delete or modify a sub-account can be entered in this form.

A sub-account has no BIC of its own but is related to the BIC of the "main" PM account to which it belongs, as indicated in the header of the form (Participant BIC). It is consequently identified by a unique account number.

A sub-account may **only** be used for the settlement of **one AS**. Therefore, this form must be completed for each sub-account that is required (a new reference should be provided on each form).

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
11	AS BIC	M	Entry text field for the BIC-11 of the Ancillary System for the settlement of which the liquidity is set aside.
12	AS Name	O	Entry text field for the Name of the AS. Up to 35 characters are possible.
13	RTGS BIC	-	Same as BIC in the header
14	Name of sub-account	M	Entry text field for the (Sub) Account Name. Up to 35 characters are possible.
15	Account Number	M	Entry text field for the Sub-account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by respective CB in case of "new"</i>

#### 4.2.3 Contact Items (Form no. I-1015)

This form enables the user to create a new contact item for the related entity or to update an existing contact item, by adding/deleting contact information. It is mandatory for each direct Payments Module participant to provide at least one contact item.

This form might be used several times in order to register more than one contact (a new reference should be provided on each form). It is not possible to have two different contacts for the same function.

This form consists in two frames:

- contact item
- contact information (up to 10)

##### 4.2.3.1 Frame Contact Item

	Field	Presence	Description
11	Function Title	M	The combo box contains the following values: <ul style="list-style-type: none"><li>• CI Disturbance Co-ordinator</li><li>• CI Liquidity Manager</li><li>• CI Operational Manager</li><li>• CI Project Manager</li><li>• CI SWIFT Network</li></ul>



## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
			<ul style="list-style-type: none"><li>• CI T2 Directory</li><li>• CI T2 Head Manager</li><li>• CI Test Manager</li><li>• RM Administrator</li><li>• SF Administrator</li></ul>
12	First Name	M	Entry text field for entering the first name of the related contact person. Up to 35 characters are possible
13	Last Name	M	Entry text field for entering the last name of the related contact person. Up to 35 characters are possible

#### 4.2.3.2 Frame Contact Information

	Field	Presence	Description
14	Contact type	M	This field should be used to identify the means of communication. The entry of more than one means is possible, therefore please use the different lines provided in the form. The value "address" can be used to identify an address of a contact person which is different from the address of the participant. The combo box contains the following values: <ul style="list-style-type: none"><li>• Phone</li><li>• Fax</li><li>• E-mail</li><li>• Address</li><li>• ZIP Code</li><li>• City</li><li>• Country</li></ul> It is possible to manage up to 10 different contact means.
15	Contact value	C	This field is mandatory if a contact type related to this field is selected. Then up to 35 characters are possible.

#### 4.2.4 Direct Debit authorisations (Form no. I-1018)

The direct debit functionality is only available between direct participants in the Payments Module.

The direct participants have to agree the terms and conditions for allowing direct debits with the parties allowed to debit their accounts. TARGET2 offers only the general framework.

# PART A – Description of SSP forms related to direct and indirect participants

## 4. Description of the SSP forms for direct participants (via Internet)

Using this form, the direct participant:

- authorises other(s) participant(s) (payees) to debit its account via a direct debit order.
- requests the relevant Central Bank to record the pre-agreements in the Static Data Module via Information and Control Module.

The following parameters are used in connection with the direct debit scheme:

Mandatory	Optional
Payee	Maximum amount per day (for all direct debits independent from the counterparty)
Account to be debited	Maximum amount per counterparty
Reference (filled by CB)	Maximum amount of any single payment per counterparty

The Payments Module ensures that the conditions mentioned above (if chosen) are met before processing a direct debit request.

This optional form consists of two different frames

- Direct Debits – general information
- Direct Debits – List of Direct Debit authorisations (7x)

### 4.2.4.1 Frame Direct Debits – General Information

	Field	Presence	Description
11	Maximum Amount of Direct Debits per day	O	Within this field the direct Payments Module participant can limit the use of the direct debit function by defining total sum of debits allowed by direct debits per day regardless of the issuer of direct debit orders (up to 18 characters are possible – e.g. 999.999.999.999,99)

### 4.2.4.2 Frame Direct Debits – List of Direct Debits

This frame allows the direct PM participant (payer) to define up to seven (7) arrangements for direct debits. These arrangements define the conditions (limits) under which the designated payee debits the participant's PM account (payer) by the mean of direct debit instructions (MT204).

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (via Internet)

	Field	Presence	Description
12	Payee	M	Entry field for the BIC-11 of the direct PM Participant (payee) which is allowed to issue direct debit instructions.
13	Name of the payee	M	Entry field for the name of the direct PM Participant which is allowed to debit the participant's account (payee).
14	Maximum Amount per Counterpart	C	Depending on the participant's decision this field can be used to limit the amount for direct debits per counterpart and define the maximum amount authorised per counterpart in case of direct debit. If the checkbox 14 is checked then this option should not be used.  This amount must be lower than or equal to the amount specified in field 11 - Maximum Amount of Direct Debits per day.  This amount must be higher than or equal to the amount in field 16 - Maximum Amount per Payment.
15	Maximum Amount per Payment	O	This field can be used to define the maximum amount for any single direct debit instruction sent by the counterpart.  This amount must be lower than or equal to the amount specified in field 15 - Maximum Amount per Counterpart.
16	Reference of direct debit	M	This field is used by the Central Bank (in case of "new") to insert a reference for the Direct Debit agreement.

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (Via internet)

#### 4.3 SSP form for optional modules

##### 4.3.1 Co – Management Form (Form no. I-1102)

This Co-Management form should be completed if the account of the Home Accounting Module (HAM) account Holder should be co-managed by another participant (which must be a direct participant in the Payments Module of the Single Shared Platform). The Co-Manager of the Home Accounting Module account should already be indicated in the "SSP form for collection of Static Data - X100 Home Accounting Module". Therefore the present form should be used in connection with form no. X100.

Both parties confirm that they agree on the Co-management of the Home Accounting Module account mentioned in the frame "Home Accounting Module Account Holder" by the respective Co-Manager mentioned in frame Co-Manager for HAM Account".

##### 4.3.1.1 Frame HAM account holder

	Field	Presence	Description
10	Home Accounting Module Participant BIC	M	To identify the Home Accounting Module Account Holder the Participant BIC has to be entered in this field
11	Name of the Home Accounting Module Participant	M	With reference to the Home Accounting Module Participant BIC the respective Home Accounting Module Participant Name has to be entered here.
12	Responsible CB	M	The responsible Central Bank of the (co-managed) Home Accounting Module account holder must be selected via the combo box

##### 4.3.1.2 Frame Co-Manager of HAM account

	Field	Presence	Description
20	BIC of Co-Manager	M	To identify the Co-Manager of the Home Accounting Module Account the respective BIC has to be entered in this field.
21	Name of the Co-Manager	M	With reference to the Co-Manager BIC the name of the respective Co-Manager has to be entered here.
22	Responsible CB of Co-Manager	M	To identify the Co-Manager of the Home Accounting Module Account the responsible Central Bank has to be selected.

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (Via internet)

#### 4.3.2 SSP form for Standing Facilities Module (Form no. I-1200)

With regard to Standing Facilities (SF), the choice to opt for this standardised Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	Only "RTGS" is permitted. <i>If the participant holds a HAM account and wants to use this account for the settlement of SF operations, then the form 5200 has to be used.</i>
11	Account Number for Overnight Deposit	-	Account number to identify the account which will be used for the overnight deposit and of the related interests. The overnight deposit function is also available for "out" countries. The entry is made by the responsible Central Bank in case of "new".
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for marginal lending. The marginal lending function is not available for "out" countries. The entry is made by the responsible Central Bank in case of "new".
13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.

#### 4.3.3 SSP for Reserve Management Module (Form no. I-1300)

This SSP form enables the applicant participant to forward the relevant information required for Compulsory Reserve Management to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management Module.

This form should be completed if the applicant participant is subject to minimum reserve requirements and if the responsible Central Bank has opted for the Reserve Management Module. The applicant participant subject to minimum reserve requirements has the following possibilities:

- It can manage its minimum reserves directly on a PM account or Home Accounting Module account, or PHA account, In that case the participant is its own reserve maintainer and management of minimum reserve is "direct".

## PART A – Description of SSP forms related to direct and indirect participants

### 4. Description of the SSP forms for direct participants (Via internet)

2. Or it can deposit its reserve requirements on another Home Accounting Module or Payments Module or PHA account of the same Central Bank and that is subject to minimum reserve requirements. In that case the participant is different from the reserve maintainer (BIC of Intermediary) and management of minimum reserve is "**indirect**".
3. Or it can manage its reserve requirements in a "pool of reserve" where reserve requirements are pooled among a group of participants (managed by the same CB). One of the participants in the group is designated as the group leader and it is its Home Accounting Module or Payments Module account on which interests and penalties for the whole pool will be settled. In that case for each participant of the group the reserve maintainer is the group leader (BIC of Monetary Financial Institution – MFI – Leader). The management of minimum reserves is then "**pool**".
4. Or it can manage its reserve requirements '**local**', using proprietary means.
5. Or it can be not a subject for reserve requirements – '**no**'.

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant selects the respective entry which describes how the participant manages its reserve requirements. The values are <ul style="list-style-type: none"> <li>• Direct</li> <li>• Indirect</li> <li>• Pool</li> <li>• Local</li> <li>• No</li> </ul>
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of minimum reserve. The values are: <ul style="list-style-type: none"> <li>• RTGS</li> <li>• HAM</li> <li>• PHA</li> </ul>
12	BIC of Intermediary	C	This field is mandatory if management of minimum reserve (10) is "indirect". It indicates the BIC of the reserve maintainer, e.g. of the participant or PHA account maintaining reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of minimum reserve (10) is "pool". It indicates the BIC of the respective MFI Leader.

## **PART A – Description of SSP forms related to direct and indirect participants**

### **5. Description of the SSP forms for indirect participants**

## **5 Description of SSP forms for indirect participants**

The Single Shared Platform offers indirect access to TARGET2, meaning indirect participation in the Payments Module. An indirect participant submits payments to/receives payments from the system exclusively via a direct participant. The booking is done on the PM account of the direct participant. The relevant direct participant also manages the liquidity for each of its indirect participants, and accepts to represent the respective indirect participants. In this context the direct participant is responsible for the collection of static data concerning its indirect participants. The data must be forwarded by the direct participant to its responsible Central Bank.

Besides indirect participation in the Payments Module and provided that the Central Banks has opted for the respective optional modules, the applicant participant may apply for an account in the Home Accounting Module or to use other optional modules (RM, SF). In that case the applicant participant itself is responsible for completing the necessary registration and forwarding it to its responsible Central Bank (meaning the Central Bank in the country of the indirect participant which has opted for those optional modules).

For further information on indirect participation please see UDFS book 1, chapter 2.1 participation and access to TARGET2.

### **5.1 Main form for indirect participants (Form no. 4000)**

The Main Form provides general information on the indirect Participant to be registered or updated. It consists of two frames, both are mandatory:

- frame: Related Direct Participant
- frame: Indirect Participant

## PART A – Description of SSP forms related to direct and indirect participants

### 5. Description of the SSP forms for indirect participants

#### **Frame Related Direct Participant**

Within this sub frame, the applicant indirect participant indicates the direct participant which will provide the service.

	Field	Presence	Description
11	Name of direct Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the direct participant Only 35 characters are possible (35x)
11	Name of direct Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the direct participant Only 35 characters are possible (35x)
11	Name of direct Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the direct participant Only 35 characters are possible (35x)
11	BIC of direct participant	M	Entry text field for the BIC of the direct Participant
12	Legal Entity BIC of direct participant	M	Entry text field for the Legal Entity BIC of the related direct participant for identification purpose

#### **Frame Indirect Participant**

This Frame consists of two sub frames:

- Legal Entity
- Administrative data

#### **Sub frame Legal Entity**

	Field	Presence	Description
21	Legal Entity BIC	M	If the indirect participant is related to a Legal Entity which differs from the Legal Entity (correspondent or customer) of the direct participant, then it is mandatory to indicate the Legal Entity BIC using this field
22	Name of Legal Entity (1 <sup>st</sup> line)	M	Entry text field for the name of the Legal Entity Up to 35 characters are possible (35x)
22	Name of Legal Entity (2 <sup>nd</sup> line)	O	Entry text field for the name of the Legal Entity Up to 35 characters are possible (35x)
22	Name of Legal Entity (3 <sup>rd</sup> line)	O	Entry text field for the name of the Legal Entity Up to 35 characters are possible (35x)



## PART A – Description of SSP forms related to direct and indirect participants

### 5. Description of the SSP forms for indirect participants

	Field	Presence	Description
23	City	O	Entry text field for the city of the Legal Entity Up to 35 characters are possible (35x)

#### Sub frame Administrative data

Within this sub frame the direct participant indicates full name and address of the indirect participant which it wants to be registered and provides information required for the TARGET2 directory.

	Field	Presence	Description
24	Name of Indirect Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
24	Name of Indirect Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
24	Name of Indirect Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
25	Account Holder BIC	M	Entry text field for the Account Holder BIC of the participant The Account Holder BIC and the Participant BIC of the related direct participant entered in field 12 must be the same for Production.
25b	BIC Addressee	M	The Addressee BIC-11 of the related direct participant must be entered in this field. It defines the BIC through which the direct participant sends and receives payment messages.
26	Participant Type	M	This field displays the participant type which can only have the value: <ul style="list-style-type: none"> <li>• Credit institution</li> </ul> for the indirect participant.
26b	Type of Participation	M	This field displays the type of RTGS participation which can only be "indirect" in this form.
27	BIC published	M	Control field which identifies if the mentioned Participant BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none"> <li>• Participant BIC should not be published – control field should not checked</li> <li>• Participant BIC should be the published – control field should checked</li> </ul>
28	Institutional Sector Code	M	Combo box for the Institutional Sector Code applicable to the indirect participant. For more detailed information, please see table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank.

## PART A – Description of SSP forms related to direct and indirect participants

### 5. Description of the SSP forms for indirect participants

	Field	Presence	Description
28b	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant Up to 15 characters (15x)
28c	MFI code	O	Entry text field for the MFI Code of the Participant Up to 30 characters (30x)

#### 5.2 Sub form Addressable BIC – Branch of indirect participant (Form no. 4013)

For general information to the wildcard rule functionality please refer to [chapter 3.2.2 Wildcard Rules related to direct participants](#).

**The wildcard rules set, groups the different wildcard rule lines as a single item. From a static data point of view wildcard rule lines are not managed individually but only as a whole. Therefore the modification of a wildcard rule line is considered as a modification of the whole wildcard rule set.**

For each wildcard inclusion rule a wildcard participation type must be defined in order to distinguish the different participation situations implemented by wildcard. The only wildcard rule type available for an indirect participant is:

- 07- Addressable BIC – Branch of indirect participant

	Field	Presence	Description
12	Modify to	O	For <b>modification</b> of static data the checkbox in front of the wildcard rule should identify the respective entry and the change which should be made by the responsible Central Bank.
13	BIC	M	Entry field for the BIC (only format check (4!a) is to be done on the BIC) and a wildcard "*" character (replacement of any number of characters) This is the template used to determine the BICs to be included/excluded by the wildcard rule.  Please note that the wildcard character is only possible at the characters 5 and 7 till 11 and must always be at the end of the wildcard template. It is also possible to have no wildcard character in the template. In that case the wildcard rule will apply to that BIC-11 only.
14	Participant Type	C	The content of this field will be entered via a combo box with the following values: - 07 – addressable BIC – branch of indirect participant The field "Participation Type"

## PART A – Description of SSP forms related to direct and indirect participants

### 5. Description of the SSP forms for indirect participants

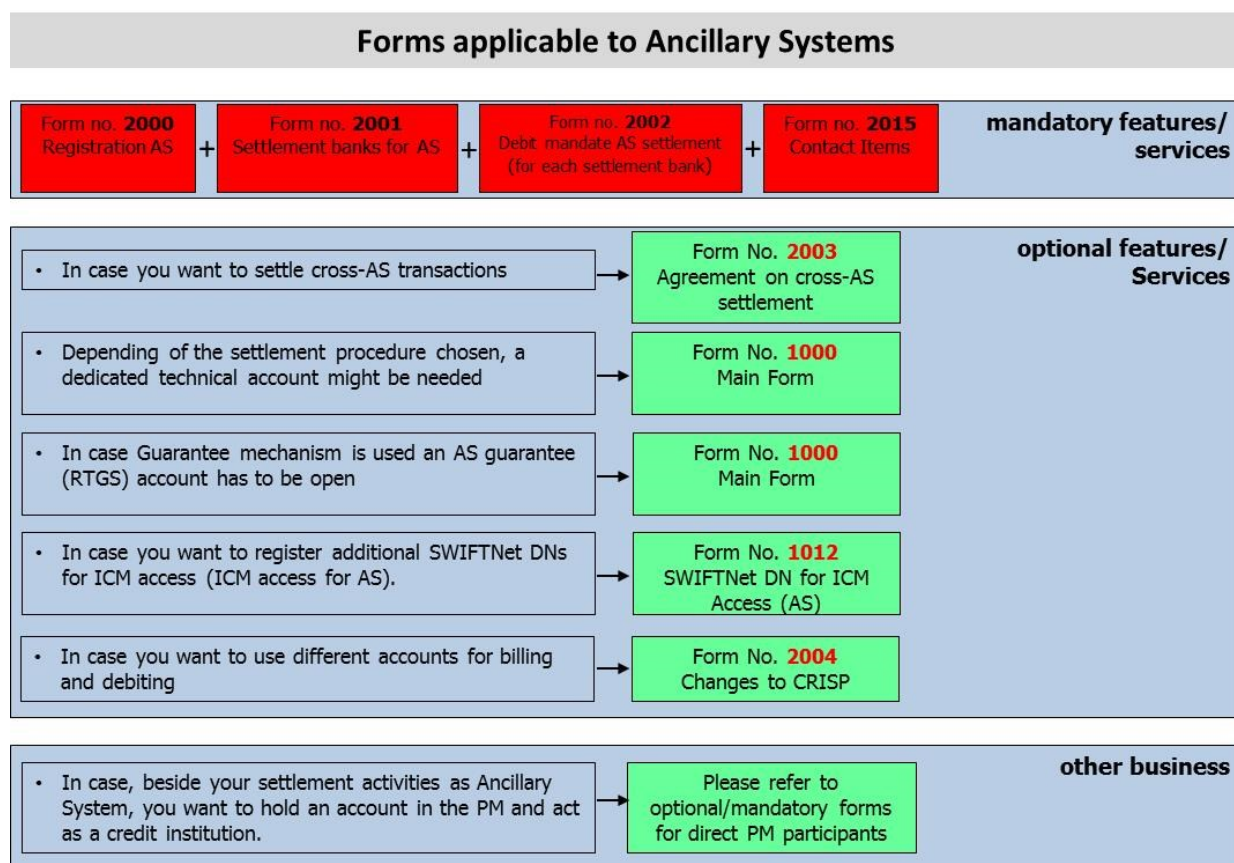
	Field	Presence	Description
			<ul style="list-style-type: none"><li>- must be blank (or filled with "select one entry") when Type is <b>exclusion</b></li><li>- must not blank (or filled with "select one entry") when Type is <b>inclusion</b></li></ul>
15	Type	M	<p>This field identifies whether the type of the wildcard rule is <b>Inclusion</b> or <b>Exclusion</b>. Please note that in case of <b>Exclusion</b></p> <ul style="list-style-type: none"><li>- the field "Participant Type" must be blank and in case of <b>Inclusion</b></li><li>- the field "Participation Type" must not be blank</li></ul>

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

## PART B – Description of SSP forms related to Ancillary Systems

### 6 Description of the SSP forms for Ancillary Systems



#### 6.1 Main Form for Ancillary Systems (Form no. 2000)

This form provides general information on the Ancillary System to be registered or updated. This form consists of 4 frames:

- General Data for Ancillary Systems
- Ancillary System Data
- SWIFTNet DN for Receiving files from ASI (push mode)
- Standard Settlement procedures

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

#### **Frame General Data for Ancillary System**

This frame is mandatory.

Within this frame, the applicant indicates the full name and address of the Ancillary System.

	Field	Presence	Description
10	Name of Ancillary System (1 <sup>st</sup> line)	M	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
10	Name of Ancillary System (2 <sup>nd</sup> line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
10	Name of Ancillary System (3 <sup>rd</sup> line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
11	Street	O	Entry text field for the street of the Ancillary System
12	City	O	Entry text field for the city of the Ancillary System
13	Country	O	Entry text field for the country of the Ancillary System

#### **Frame Ancillary System Data**

This frame is mandatory.

Within this frame, the applicant indicates the specific data for the Ancillary System.

	Field	Presence	Description
20	Ancillary System Type	M	Using the combo box the applicant should select the type of Ancillary System. The following values are possible: <ul style="list-style-type: none"><li>• Clearing House (used also for the Procedure 6 – real time model)</li><li>• Collateral Management System</li><li>• Foreign Exchange System</li><li>• Large Value Payment System</li><li>• Money Market System</li><li>• Retail Payment System</li><li>• Securities Settlement System – interfaced model</li></ul>
21	Size of the Ancillary System	M	Gross Value in EURO Million/Day

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

	Field	Presence	Description
22	Permission to increase credit lines	-	If the checkbox is crossed, it means the Ancillary System is allowed to increase the credit line of settlement banks of its responsible CB. If the checkbox is not crossed, the Ancillary System is not allowed to do so. This field is filled by the responsible Central Bank.
23	Billing Option	M	Radio button for the choice of the Billing option: <ul style="list-style-type: none"> <li>• Option A</li> <li>• Option B</li> </ul> Please refer to User information guide to the TARGET2 pricing available on the ECB website.
24	Billing Address	M	Entry text field with maximum 35 characters to enter the Address where the invoice is to be sent to. Up to 7 lines can be entered.

#### **Frame SWIFTNet DN for receiving files in push mode from ASI**

XML notifications from the ASI will be delivered to this DN address (see UDFS book 4).

	Field	Presence	Description
30	SWIFT Net Service for receiving files from ASI	C	Entry text field for SWIFT Net Service at which the AS is registered for receiving files in push mode. Because the ASI will use the papss service the standard entry should be: <ul style="list-style-type: none"> <li>• <b>trgt.sfpapss</b> (for production)</li> <li>• <b>trgt.sfpapss!p</b> (for test environment)</li> </ul>
31	Packed File Delivery	M	Control field to indicate option for packed or unpacked delivery of Single Shared Platform SWIFT Net messages to the AS: <ul style="list-style-type: none"> <li>• packed delivery of SWIFTNet messages – control field should be checked</li> <li>• unpacked delivery of SWIFTNet messages – control field should not be checked</li> </ul>
32	O=SWIFT	-	Displays the root level
32b	O=	M	Entry text field for the BIC-8 of the DN (organisation level) is mandatory

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

	Field	Presence	Description
33-33h	Subsequent levels of the DN	O	<p>By the mean of a combo box the user can choose the type of (optional) level to be added to the DN tree:</p> <ul style="list-style-type: none"><li>• OU= (<b>Organisational Unit</b>)</li><li>• CN= (<b>Common Name</b> for user/application level)</li></ul> <p>Entry text field. A maximum of 8 <b>Organisational unit/common name</b> levels is permitted (using text fields 23 to 23h for that purpose). These are strings of between 2 and 20 characters (lowercase, alphanumeric)</p>

#### **Frame Standard Settlement Procedures**

This frame should not be filled if the Ancillary System will not use the Ancillary System Interface.

The Ancillary System uses either the PM accounts of its settlement banks or dedicated accounts (sub – accounts) if using settlement procedure 6. It is worth mentioning that a settlement bank's PM account can be used to settle from none to many Ancillary Systems whereas a sub-account can be used to settle only one (interfaced) Ancillary System using settlement procedure 6. These transactions are only possible if the participant owing the PM account and sub-account(s) is designated as *settlement bank* of the related AS (see [chapter 5.2 Settlement Banks for Ancillary Systems - SSP form no. 2001](#), and [chapter 5.3 Debit mandate for AS settlement – SSP form no. 2002](#)).

To settle in TARGET2 through the ASI, an Ancillary System may use any combination of settlement procedures. For some settlement procedures a specific account may be needed to enable the settlement of operations via the ASI.

Specific ASI Accounts are PM accounts with the following properties:

- **AS Technical account:** This kind of account is for use in procedures 2, 3, 4, 5 and 6 interfaced. A technical account can be used in more than one of the above settlement procedures for an Ancillary System, except for procedures 4 and 5 where it must be dedicated to this procedure only. These accounts are always owned by the Ancillary System. Technical accounts can only be used for the settlement of Ancillary System operations and are not published in the TARGET2 directory. **If a technical account is required, form No 1000 "Main form for direct participant" needs to be filled in, in order to allow the technical set-up of the account in the Single Shared Platform.**

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

- **Technical account – procedure 6 real-time:** This kind of account is mandatory for procedure 1 (still technically available but not to be used anymore) and procedure 6 real-time and can also be used in procedure 3 and 6 interfaced. If it is used for settlement procedure 6 interfaced, it is referred to as an “auto-collateral account”. These accounts may be owned by the Central Bank responsible for the Ancillary System or the Ancillary System itself. Nevertheless, an Ancillary System can use these accounts and can manage them (e.g. it has access to all services attached to an account such as reception of acknowledgements, use of related Information and Control Module screens etc.) even if the owner is a Central Bank. Technical account – procedure 6 real-time can also be used instead of technical accounts for procedure 3 if a Central Bank/Ancillary System does not wish to have several accounts. However a segregation of accounts for different usage is recommended. The BIC of a technical account – procedure 6 real-time needs to be in the Payments Module CUG as payments can be directly addressed through the Payments Module Y-copy to this account. **If a technical account – procedure 6 real-time is required, form No 1000 “Main form for direct participant” needs to be filled in, in order to allow the technical set-up of the account in the Single Shared Platform.**
- **AS Guarantee account:** this kind of account is used only in procedure 4 and 5 for the purpose of the optional guarantee mechanism. This account is owned either by the Ancillary System, the CB or “the guarantor” (the guarantor has to be a direct participant). **If a guarantee account is required, a form No 1000 “Main form for direct participant” needs to be completed by the guarantor, in order to allow the technical set-up of the account in the Single Shared Platform.**

In case of an Ancillary System willing to act as a direct participant, it has to fill in the SSP form no. 1000 “Main form for direct participants” in order to set up technically a participant with a normal PM account as any other direct participant.

	Field	Presence	Description
41	Procedure 2 – Real time Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not.
42	Account BIC	O	It is optional for procedure 2. If it is filled in, it must be with the BIC identifying the AS technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form no. 1000 “Main form for direct participant” for the technical set-up of this account in the Payments Module.



## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

	Field	Presence	Description
43	Procedure 3 – Bilateral Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
44	Account BIC	O	It is optional for procedure 3. If it is filled in, it must be with the BIC identifying the AS technical/technical – procedure 6 real-time account. Technical accounts are always owned by the Ancillary System while the technical account – procedure 6 real-time can be owned by both, AS or central bank. The AS has to fill a form no. 1000 “Main form for direct participant” for the technical set-up of these accounts in the Payments Module.
44b	Notification used	C	It is mandatory for procedure 3. Using the combo box the applicant can select the type of Notification to be used for the procedure 3. The following values are possible: <ul style="list-style-type: none"> <li>• Global Notification</li> <li>• Single Notification</li> </ul> If not selected the default value Global Notification is used.
45	Procedure 4 – Standard Multilateral Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
45b	Settlement of Bilateral Balances	C	If the selected procedure is used for the settlement of bilateral balances, the checkbox must be marked
46	Technical Account BIC	C	Mandatory if the AS is using this procedure. It must be a dedicated technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form No 1000 “Main form for direct participant” “ for the technical set-up of this account in the Payments Module.
47	Guarantee Account BIC	O	The guarantee mechanism is optional. If it is used an AS Guarantee Account has to be opened. This field should be filled in with the BIC of the AS Guarantee account The owner (guarantor) can be <ul style="list-style-type: none"> <li>• the Ancillary System</li> <li>• the responsible Central Bank of the Ancillary System</li> <li>• a Credit Institution (direct participant)</li> </ul> In any event, the “guarantor” has to complete the form no. 1000 “ <a href="#">Main form for direct participants</a> ” for the technical set-up of this account in the Payments Module.
48	Procedure 5 – Simultaneous Multilateral Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

	Field	Presence	Description
48b	Settlement of Bilateral Balances	C	If the selected procedure is used for the settlement of bilateral balances, the checkbox must be marked
49	Technical Account BIC	C	Mandatory if the AS is using this procedure. It must be a dedicated technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form no. 1000 "Main form for direct participant" for the technical set-up of this account in the Payments Module.
50	Guarantee Account BIC	O	The guarantee mechanism is optional. If it is used an AS Guarantee Account has to be opened. This field should be filled with the BIC of the AS Guarantee account The owner (guarantor) can be <ul style="list-style-type: none"> <li>• the Ancillary System</li> <li>• the responsible Central Bank of the Ancillary System</li> <li>• a Credit Institution (direct participant)</li> </ul> In any case, the "guarantor" has to complete the form no. 1000 " <a href="#">Main form for direct participants</a> " for the technical set-up of this account in the Payments Module.
51	Procedure 6 – real-time – Settlement on dedicated liquidity Accounts	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
51b	Settlement of Bilateral Balances	C	If the selected procedure is used for the settlement of bilateral balances, the checkbox must be marked
52	Account BIC	C	Mandatory if the AS is using this procedure. The BIC is the BIC of the participant holding the technical account – procedure 6 real-time. This can only be a responsible Central Bank or an AS. If you do not know which BIC to fill in, please contact the service desk of your responsible Central Bank. The AS has to fill a form no. 1000 "Main form for direct participant" for the technical set-up of this account in the Payments Module.
53	Procedure 6 – interfaced – Settlement on dedicated liquidity Accounts	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
53b	Settlement of Bilateral Balances	C	If the selected procedure is used for the settlement of bilateral balances, the checkbox must be marked

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

54	Account BIC	O	<p>It is optional for procedure 6.</p> <p>If it is filled in, it has to be the BIC identifying the AS technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form no. 1000 "Main form for direct participant" for the technical set-up of this account in the Payments Module.</p>
55	Auto collateral Account BIC	O	<p>The BIC is the BIC of the participant holding the technical account – procedure 6 real-time. In this case the owner can be only a responsible Central Bank. Please contact the service desk of your responsible Central Bank to receive the account that should be filled in here.</p>
56	Notify about transfer of liquidity during the cycle	O	<p>It is optional for procedure 6.</p> <p>If the notifications about transfer of liquidity during the cycle are needed, the checkbox must be marked.</p>

## **PART B – Description of SSP forms related to Ancillary Systems**

### **6. Description of the SSP forms for Ancillary Systems**

#### **6.2 Ancillary System's settlement banks (Form no. 2001)**

Direct participants taking part of the settlement of the Ancillary System are the "settlement banks" of this Ancillary System. Depending on the settlement procedures, the Ancillary System uses either the PM accounts of its settlement Banks or dedicated sub-accounts, or both.

If the Ancillary System will use sub-accounts, the Settlement banks of the Ancillary System have to complete a form no. 1014 to request the registration of this special type of account.

To assign a list of settlement banks' BICs to the Ancillary System this form has to be completed by the Ancillary System. A list of settlement banks is assigned to an Ancillary System as a whole. In other terms, it is not possible to have a specific list for each settlement procedure used by the AS.

In addition, if this form is for a new registration, a separate agreement has to be signed by both parties involved, namely the Ancillary System and each settlement bank. Therefore SSP form no. 2002 "Debit mandate for AS settlement" is mandatory in case of a new assignment.

The form consists of two frames, both of them are mandatory:

- Frame General Data
- Frame List of Settlement Banks

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

#### **Frame General Data**

	Field	Presence	Description
10	Name of Ancillary System (1 <sup>st</sup> line)	M	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
10	Name of Ancillary System (2 <sup>nd</sup> line)	O	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
10	Name of Ancillary System (3 <sup>rd</sup> line)	O	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
11	Ancillary System Type	M	Using the combo box the applicant should select the type of Ancillary System. The following values are possible: <ul style="list-style-type: none"> <li>• Retail Payment System,</li> <li>• Large Value Payment System</li> <li>• Foreign Exchange System</li> <li>• Money Market System</li> <li>• Clearing House (used also for the Procedure 6 – real time model)</li> <li>• Securities Settlement System – interfaced model</li> </ul>

#### **Frame List of Settlement Banks**

	Field	Presence	Description
12	Settlement Bank BIC	M	Entry Text field for the BIC of the direct Payments Module participant which would like to be a settlement bank in the Ancillary System.
13	Reference of related Mandate	M	A separate agreement between both parties is necessary. This field should contain the reference of the related form no. 2002. The reference field is in the header of each SSP form.

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

#### 6.3 Debit mandate for AS settlement (Form no. 2002)

In order to assign settlement banks to the Ancillary System this form is necessary to collect the agreements and signature from each settlement bank. This form is complementary to the form no.2001 filled by the Ancillary System.

- Frame Settlement Bank
- Frame Ancillary System

##### **Frame Settlement Bank**

	Field	Presence	Description
10	Participant BIC	M	Entry Text field for the BIC of the direct Payments Module participant which would like to be a settlement bank of the Ancillary System.
11	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
11	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
11	Name of Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
12	Responsible Central Bank	M	Combo box containing the Country Codes of the related responsible Central Bank

##### **Frame Ancillary System**

	Field	Presence	Description
20	Ancillary System BIC	M	Entry text field for the BIC of Ancillary System
21	Name of Ancillary System (1 <sup>st</sup> line)	M	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
21	Name of Ancillary System (2 <sup>nd</sup> line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
21	Name of Ancillary System (3 <sup>rd</sup> line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
22	Responsible Central Bank	M	Combo box containing the Country Code of the related responsible Central Bank.

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

#### 6.4 Application on Cross AS settlement (Form no. 2003)

This application form should be used by both Ancillary Systems involved in the settlement of cross- AS transactions via the Ancillary System Interface, namely the Ancillary System1 and the Ancillary System2. This form should be signed by both Ancillary Systems and issued in two executed copies each of which shall be used vis-à-vis its respective Responsible Central Bank.

##### **Frame Ancillary System 1**

	Field	Presence	Description
10	Ancillary System BIC	M	Entry text field for the BIC of Ancillary System 1
11	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the Ancillary System 1 Up to 35 characters are possible (35x)
11	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the Ancillary System 1 Up to 35 characters are possible (35x)
11	Name of Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the Ancillary System 1 Up to 35 characters are possible (35x)
12	Responsible Central Bank	M	Combo box containing the Country Codes of the related responsible Central Bank

##### **Frame Ancillary System 2**

	Field	Presence	Description
20	Ancillary System BIC	M	Entry text field for the BIC of Ancillary System 2
21	Name of Ancillary System (1 <sup>st</sup> line)	M	Entry text field for the name of the Ancillary System 2 Up to 35 characters are possible (35x)
21	Name of Ancillary System (2 <sup>nd</sup> line)	O	Entry text field for the name of the Ancillary System 2 Up to 35 characters are possible (35x)
21	Name of Ancillary System (3 <sup>rd</sup> line)	O	Entry text field for the name of the Ancillary System 2 Up to 35 characters are possible (35x)
22	Responsible Central Bank	M	Combo box containing the Country Code of the related responsible Central Bank.

#### 6.5 Ancillary System mandate for billing (Form no. 2004)

The form allows an Ancillary System to indicate a BIC from which the billed items should be debited. The form 2004 shall be used only in case the BIC is different than the one being used by

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

the Ancillary System. In order for the mandate to be valid, both the Ancillary System and the future debited Participant need to sign the form.

#### **Frame Ancillary System account to be billed**

	Field	Presence	Description
10	Ancillary System BIC	M	Entry text field for the BIC of Ancillary System that is billed
11	Ancillary System Name (1 <sup>st</sup> line)	M	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
11	Ancillary System Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
11	Ancillary System Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)

#### **Frame Participant account to be debited**

	Field	Presence	Description
20	Direct Participant BIC	M	Entry Text field for the BIC of the direct Payments Module participant that shall be debited.
21	Name of Direct Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the Participant Up to 35 characters are possible (35x)
21	Name of Direct Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the Participant Up to 35 characters are possible (35x)
21	Name of Direct Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the Participant Up to 35 characters are possible (35x)



## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

#### 6.6 Contact details (Form no. 2015)

This form enables the user to create a new contact item for the related entity or to update an existing contact item, by adding/deleting contact information. It is mandatory for each type of participant to provide at least one contact item.

This form might be used several times in order to register more than one contact (a new reference should be provided on each form). It is not possible to have two different contacts for the same function.

This form consists in two frames:

- contact item
- contact information (up to 10)

#### **Frame Contact Item**

	Field	Presence	Description
11	Function Title	M	The combo box contains the following values: <ul style="list-style-type: none"><li>• AS Manager</li><li>• CI Disturbance Co-ordinator</li><li>• Liquidity Manager</li><li>• Operational Manager</li><li>• Project Manager</li><li>• CI SWIFT Network</li><li>• CI T2 Directory</li><li>• CI T2 Head Manager</li><li>• CI Test Manager</li></ul>
12	First Name	M	Entry text field for entering the first name of the related contact person. Up to 35 characters are possible
13	Last Name	M	Entry text field for entering the last name of the related contact person. Up to 35 characters are possible

## PART B – Description of SSP forms related to Ancillary Systems

### 6. Description of the SSP forms for Ancillary Systems

#### **Frame Contact Information**

	Field	Presence	Description
14	Contact type	M	<p>This field should be used to identify the means of communication. The entry of more than one means is possible, therefore please use the different lines provided in the form. The value "address" can be used to identify an address of a contact person which is different from the address of the participant. The combo box contains the following values:</p> <ul style="list-style-type: none"><li>• Phone</li><li>• Fax</li><li>• E-mail</li><li>• Address</li><li>• ZIP Code</li><li>• City</li><li>• Country</li></ul> <p>It is possible to manage up to 10 different contact means.</p>
15	Contact value	C	<p>This field is mandatory if a contact type related to this field is selected. Then up to 35 characters are possible.</p>

# PART C – Description of SSP forms for HAM Account Holders

## 7. Overview

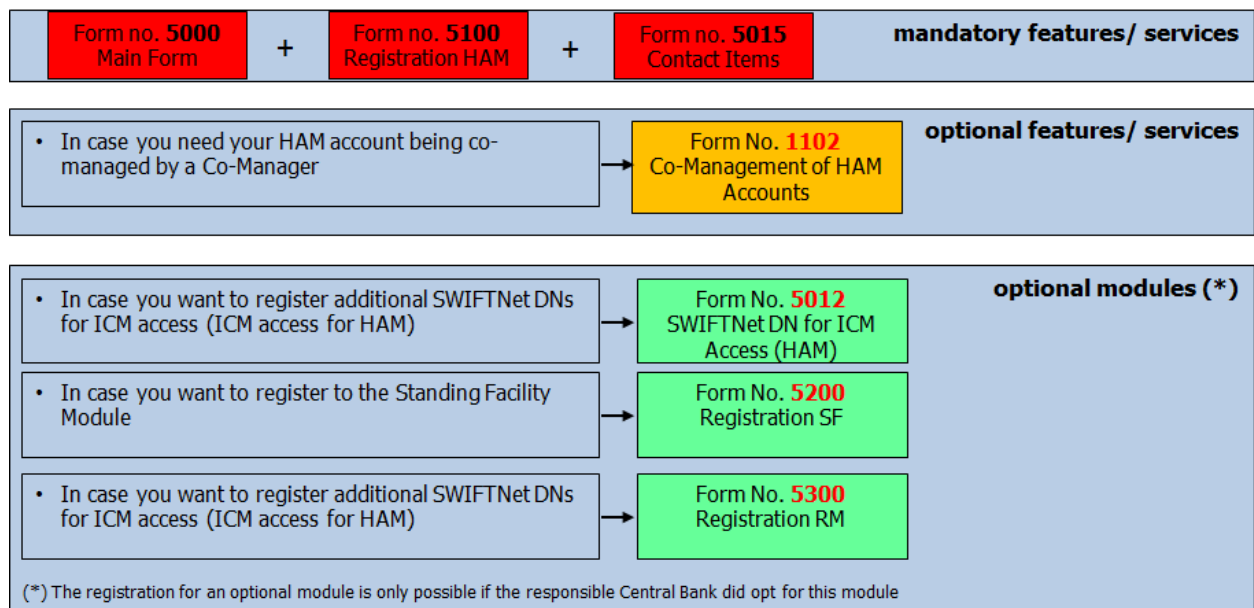
### PART C - Description of SSP forms for HAM account holders

#### Overview

As it is mentioned in TARGET2 UDFS Book2 chapter 12.1 (User Guide for Home Accounting Module) the Home Accounting Module manages accounts that can be held by two different kinds of users:

- Home Accounting Module account holders: Banks and other entities, according to the rules defined by the responsible Central Bank
- CB customer's account holders: CB customers (correspondent and others) not allowed to open accounts in the Payments Module<sup>8</sup>

#### Forms applicable to HAM account holders



<sup>8</sup> according to the TARGET Guideline

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

## 7 Description of SSP Forms for HAM Account holders

This set of forms has been designed for the participants which an account is HAM is necessary (e.g. for compulsory reserve, cash operations) regardless of their type of participation in the Payments Module (direct, indirect or none).

### 7.1 Main Form (Form no. 5000)

#### 7.1.1 Frame Legal Entity

The registration of a HAM account in the Single Shared Platform always requires the definition of a Legal Entity in the static data.

The legal entity is managed by the Central Bank as selected in the header of the form. All participants belonging to the same legal entity (at least one participant) are therefore managed by the same Central Bank. In case this participant is registered as direct or indirect participant in PM, a Legal Entity may already exist.

Filling this frame is **mandatory** when registering a new participation as HAM Account Holder.

	Field	Presence	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be part of the BIC Directory
12	Legal Entity Name (1 <sup>st</sup> line)	M	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Up to 35 characters are possible (35x)

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

#### 7.1.2 Frame Registration Participant

This frame of the Main Form provides general information on the HAM Account Holder to be registered or updated.

##### Sub frame Administrative data

	Field	Presence	Description
21	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
22	Participant Type	-	This field displays the participant type which can only be the value: <ul style="list-style-type: none"><li>• Credit institution</li></ul> for the Home Accounting Module account holder.
22b	Type of Participation	M	This field displays the type of participation of the related participant in the Payments Module: <ul style="list-style-type: none"><li>• Direct PM participant</li><li>• Indirect PM participant</li><li>• No participation (HAM only)</li></ul> <i>If the participant is created only for Reserve Management purposes without an account in HAM, please leave it blank.</i>
23	Institutional Sector Code	M	Combo box for the Institutional Sector Code. For more detailed information, please see table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank.
23b	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant Up to 15 characters (15x)
23c	MFI code	O	Entry text field for the MFI Code of the Participant Up to 30 characters (30x)

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

#### 7.1.3 Frame Distinguished Names

The sub frame "SWIFTNet DN for ICM access" is needed to get access to the information related to his Home Accounting Module account in the Information and Control Module, and to SFM and RMM related information if the responsible Central Bank has opted for these modules. This sub-frame is optional.

For further information:

- on the DN structure please see chapter [3.1.4 Frame Distinguished Names](#) related to direct participation
- on the Information and Control Module access for Home Accounting Module please see Information and Control Module User Handbook 1, chapter 2.2 Information and Control Module access to Home Accounting Module

	Field	Presence	Description
31	Actor Type	-	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none"><li>• Participant</li></ul>
32	O=SWIFT	-	Displays the root level
32b	O=	M	This text field for the (live) BIC-8 of the DN (organisation level) is mandatory.
33	OU=	O	Entry text field for the organisational unit level (optional) At least one entry is mandatory (33). More than one entry is possible (33b-33h).

#### 7.1.4 Frame Connected TIPS accounts with RM/SF link(s)

This frame offers a possibility to connect the HAM account with TIPS DCAs using Reserve Management / Standing Facilities link (RM/SF link). The link should be mandatorily set-up in case a central bank of the HAM account owner is using the Reserve Management. In case the participant is not subject to minimum reserve requirements, the requirement needs to be defined as zero in the Reserve Management module. The participant can link unlimited number of TIPS DCAs with its HAM account. However, the TIPS DCAs must be owned by the same legal entity as the HAM account.

	Field	Presence	Description
41a-41q	Reserve Management / Standing Facilities Link	M	Entry text field for inserting TIPS DCA number (do not insert BICs) in order to connect HAM account via RM / SF links.

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

#### 7.2 Sub Forms

##### 7.2.1 SWIFT Net DN for ICM access (Form no. 5012)

A user should fill in this SSP form, whenever an additional SWIFTNet DN registration for Information and Control Module access is necessary. This will allow the user to grant access to the ICM for another entity identified by another DN address, possibly with different RBAC roles and/or for 4-eyes validation purposes.

The user is able to forward as many sub forms (no. 5012) as deemed necessary.

	Field	Presence	Description
31	Actor Type	-	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none"><li>Participant</li></ul>
32	O=SWIFT	-	Displays the root level
32b	O=	M	This text field for the (live) BIC-8 of the DN (organisation level) is mandatory.
33	OU=	O	Entry text field for the organisational unit level (optional) More than one entry is possible (33b-33h).

##### 7.2.2 Contact details for Home Account holders (Form no. 5015)

This form enables the user to create a new contact item for the related entity or to update an existing contact item, by adding/deleting contact information. It is mandatory for each participant to provide at least one contact item.

This form might be used several times in order to register more than one contact (a new reference should be provided on each form). It is not possible to have two different contacts for the same function.

This form consists in two frames:

- contact item
- contact information (up to 10)

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

#### 7.2.2.1 Frame Contact Item

	Field	Presence	Description
11	Function Title	M	The combo box contains the following values: <ul style="list-style-type: none"><li>• CI Disturbance Co-ordinator</li><li>• CI Liquidity Manager</li><li>• CI Operational Manager</li><li>• CI Project Manager</li><li>• CI SWIFT Network</li><li>• CI T2 Directory</li><li>• CI T2 Head Manager</li><li>• CI Test Manager</li><li>• HAM Administrator</li><li>• RM Administrator</li></ul>
12	First Name	M	Entry text field for entering the first name of the related contact person. Up to 35 characters are possible
13	Last Name	M	Entry text field for entering the last name of the related contact person. Up to 35 characters are possible

#### 7.2.2.2 Frame Contact Information

	Field	Presence	Description
14	Contact type	M	This field should be used to identify the means of communication. The entry of more than one means is possible, therefore please use the different lines provided in the form. The value "address" can be used to identify an address of a contact person which is different from the address of the participant. The combo box contains the following values: <ul style="list-style-type: none"><li>• Phone</li><li>• Fax</li><li>• E-mail</li><li>• Address</li><li>• ZIP Code</li><li>• City</li><li>• Country</li></ul> It is possible to manage up to 10 different contact means.
15	Contact value	C	This field is mandatory if a contact type related to this field is selected. Then up to 35 characters are possible.



## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

#### 7.2.3 Static data for Home Accounting Module (Form no. 5100)

Provided that the responsible Central Bank has decided to use this optional Module the HAM Account Holder has the possibility to forward the SSP forms related to Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your Central Bank or consult its Country Profile (CP) on the TARGET2 website.

The HAM Account Holder should use this SSP form to request the opening (modifying, deleting) of a HAM account.

The SSP form consists of two frames and two sub frames

- Frame Static data for Home Accounting Module
  - Sub frame HAM Account
  - Optional Message Types
- Frame Co-Managed HAM account

#### **Frame Static for Home Accounting Module**

##### *Sub frame HAM Account*

	Field	Presence	Description
11	Account Number	M	Entry text field for the Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB if "new".</i>
12	Account Type	M	"Normal Home Accounting Module account" is the only possible value in this field.

##### *Sub frame Optional Message Types*

	Field	Presence	Description
13	Advice for Debits on HAM Account (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

	Field	Presence	Description
	Advice for Credits on HAM Accounts (MT 910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
15	MT 202 in case of Liquidity Transfer	O	The applicant Home Accounting Module participant can decide whether to receive a Home Accounting Module Notification in case of liquidity transfer or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
16	Balance Report	O	Balance Report is optional. If the checkbox is unchecked it means "no balance report required". If Balance report is checked, the Combo box to indicate option for balance report on the PM account can be used with one of the following values: - MT 940 - MT 950
17	BIC used for notification	O	This optional field can be used to identify the BIC used for Home Accounting Module notifications (MT900, MT910, MT202) and balance statements (MT940 or MT950). In general it should be the BIC as defined in the field 10. However it could be a different BIC (for example, in case Account BIC in field 10 is not a SWIFT BIC).

#### **Frame Co-Managed HAM Account**

If the HAM account will be co-managed by another direct participant acting as Co-Manager

- this frame must be filled and
- the form "1102 Co-Management form" has to be filled,

otherwise this frame is optional.

	Field	Presence	Description
20	Co-managed HAM account	O	The applicant Home Accounting Module participant confirms his intention to use the co-management functionality using this checkbox.
21	BIC of the co-manager	C	Entry text field. To be filled with the BIC-11 of the co-manager
22	Responsible CB of the co-manager	C	Using this combo box the Home Accounting Module participant can select the country code of the responsible Central Bank for the co-manager.

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

#### 7.2.4 SSP Form for Standing Facilities (Form no. 5200)

The choice to opt for the standardised Standing Facilities (SF) Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	For a Home Accounting Module participant the type of account to be used for the settlement of SF operations can only be a HAM account. <i>If SF operations are to be settled on the PM account, then the form no. 1200 has to be used.</i>
11	Account Number for Overnight Deposit	-	Account number to identify the account which will be used for overnight deposits and related interest payments. The overnight deposit function is available also for "out" countries. The entry is made by the responsible Central Bank in case of "new".
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for marginal lending. The marginal lending function is not available for "out" countries. The entry is made by the responsible Central Bank for "new".
13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.

#### 7.2.5 SSP form for Reserve Management (Form no. 5300)

This SSP form enables the participant to forward the relevant information required for the Reserve management module to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management (Module) (RM)

This form should be filled if the applicant participant is subject to the minimum reserve requirements and belongs to a Central Bank which has opted for the standard Reserve Management Module of the SSP. The applicant participant subject to the minimum reserve requirements has the following possibilities:

- It can manage its minimum reserves **directly** on its HAM account. In that case the participant is its own reserve maintainer and management of the minimum reserves is "direct".

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

- Or it can deposit the funds needed to meet its minimum reserve requirements on another account in the Home Accounting Module, Payments Module or PHA which is also subject to the minimum reserve requirements and held at the same Central Bank. In that case the participant is different from the reserve maintainer (BIC of Intermediary) and management of minimum reserve is "**indirect**".
- Or it can manage its reserves in a "pool of reserve" where funds for the reserve requirements are pooled among a group of participants (managed by the same Central Bank). One of the participants in the group is designated as the group leader and it is its Home Accounting Module or Payments Module account on which interest or penalties for the whole pool will be settled. In that case for each participant of the group the reserve maintainer is the group leader (BIC of MFI – Monetary Financial Institution – Leader). The management of minimum reserve is "**pool**".

*Some Credit Institutions might not have any account at all neither in PM, nor in HAM (or PHA according to the national choice), but being at the same time subject to minimum reserve requirement. These CIs can fulfil their minimum reserve requirement indirectly through another participant (as envisaged in the UDFS). If the CB has chosen RMM, those credit institutions have to be registered in the SSP.*

*For these participants, the form no. 5000 has to be used to insert the Legal Entity and the Participant data of those Credit institutions that have to meet - even if indirectly - the reserve requirement although not being HAM Account Holder. In the form 5300, those participants will indicate that the type of reserve management is "indirect".*

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant should select the respective entry which describes how the participant manages its minimum reserve requirements. The values are <ul style="list-style-type: none"><li>• Direct</li><li>• Indirect</li><li>• Pool</li></ul>

## PART C – Description of registration forms for HAM Account Holders

### 7. Description of the SSP forms for HAM Account Holders

	Field	Presence	Description
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of its minimum reserves. The values are: <ul style="list-style-type: none"><li>• RTGS</li><li>• HAM</li><li>• PHA</li></ul> If the type of management (10) is direct, then the source should be the HAM account of the participant.
12	BIC of Intermediary	C	This field is mandatory if the management of the minimum reserves is "indirect". It indicates the BIC of the reserve maintainer, e.g. of the participant or PHA account maintaining the minimum reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of the minimum reserves is "pool". It indicates the BIC of the respective Monetary Financial Institution (MFI) Leader.

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

## 8 Description of SSP forms for HAM account (via the Internet)

This set of forms has been designed for the participants which an account in HAM is necessary (e.g. for compulsory reserve, cash operations) and using Internet access.

### 8.1 Main Form (Form no. I-5000)

#### 8.1.1 Frame Legal Entity

The registration of a HAM account in the Single Shared Platform always requires the definition of a Legal Entity in the static data.

The legal entity is managed by the Central Bank as selected in the header of the form. All participants belonging to the same legal entity (at least one participant) are therefore managed by the same Central Bank. In case this participant is registered as direct or indirect participant in PM, a Legal Entity may already exist.

Filling this frame is **mandatory** when registering a new participation as HAM Account Holder.

	Field	Presence	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC can be either non-SWIFT BIC or SWIFT BIC
12	Legal Entity Name (1 <sup>st</sup> line)	M	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Up to 35 characters are possible (35x)

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

#### 8.1.2 Frame Registration Participant

This frame of the Main Form provides general information on the HAM Account holder to be registered or updated.

##### Sub frame Administrative data

	Field	Presence	Description
21	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
22	Participant Type	-	This field displays the participant type which can only be the value: <ul style="list-style-type: none"><li>• Credit institution</li></ul> for the Home Accounting Module account holder.
22b	Type of Participation	M	This field displays the type of participation of the related participant in the Payments Module: <ul style="list-style-type: none"><li>• No participation (HAM only)</li></ul> <i>If the participant is created only for Reserve Management purposes without an account in HAM, please leave it blank.</i>
23	Institutional Sector Code	M	Combo box for the Institutional Sector Code. For more detailed information, please see table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank.
23b	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant Up to 15 characters (15x)
23c	MFI code	O	Entry text field for the MFI Code of the Participant Up to 30 characters (30x)

#### 8.1.3 Frame ICM access

This frame of the Main Form links the HAM Account holder via internet with Virtual DN to enable access to the ICM.

#### 8.1.4 Frame Connected TIPS accounts with RM/SF link(s)

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

This frame offers a possibility to connect the accounts of the internet based participants with TIPS DCAs using Reserve Management / Standing Facilities link (RM/SF link). The link should be mandatorily set-up in case a central bank of the internet based participants HAM account owner is using the Reserve Management or Standing Facilities module. In case the participant is not subject to minimum reserve requirements, the requirement needs to be defined as zero in the Reserve Management module. The participant can link unlimited number of TIPS DCAs with its account. However, the TIPS DCAs must be owned by the same legal entity as the PM account.

	Field	Presence	Description
41a-41h	Reserve Management / Standing Facilities Link	M	Entry text field for inserting TIPS DCA number (do not insert BICs) in order to connect account via RM / SF links.

#### Sub frame Virtual DN

The sub frame "Virtual DN" is mandatory because HAM Account Holders via internet can access to the Payments Module only via the ICM (Information and Control Module) via user to application mode.

	Field	Presence	Description
41	o=swift	-	Displays the root level
42	o=	M	Entry text field for BIC8 of the participant
43	ou=ibp	-	Displays the common ou level of Virtual DN for all participants via internet
44	ou=	M	Entry text field for BIC11 of the participant

## 8.2 Sub Forms

### 8.2.1 ICM access roles for certificates internet access (Form no. I-5012)

The form is mandatory as the SSP static data should link individual certificates with available roles. Internet-based HAM account holders can only access the Payments Module via the ICM (Information and Control Module) in user to application mode. For that reason the certificate should be properly assigned to roles.



## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

	Field	Presence	Description
11 - 15	Unique User ID First Name, Last Name Role	M	All fields are mandatory. The ICM role should be assigned to at least one certificate, while it is possible to assign the ICM role to up to 5 certificates. The Unique User ID is mandatory. The First Name, Last Name is mandatory. The Role is mandatory, using the combo box the user can select the ICM role according the value: <ul style="list-style-type: none"><li>- LVMANAFE</li><li>- LVMANATE.</li></ul>

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

#### 8.2.2 Contact details for Home Account holder (Form no. I-5015)

This form enables the user to create a new contact item for the related entity or to update an existing contact item, by adding/deleting contact information. It is mandatory for each participant to provide at least one contact item.

This form might be used several times in order to register more than one contact (a new reference should be provided on each form). It is not possible to have two different contacts for the same function.

This form consists in two frames:

- contact item
- contact information (up to 10)

##### 8.2.2.1 Frame Contact Item

	Field	Presence	Description
11	Function Title	M	The combo box contains the following values: <ul style="list-style-type: none"><li>• CI Disturbance Co-ordinator</li><li>• CI Liquidity Manager</li><li>• CI Operational Manager</li><li>• CI Project Manager</li><li>• CI SWIFT Network</li><li>• CI T2 Directory</li><li>• CI T2 Head Manager</li><li>• CI Test Manager</li><li>• HAM Administrator</li><li>• RM Administrator</li></ul>
12	First Name	M	Entry text field for entering the first name of the related contact person. Up to 35 characters are possible
13	Last Name	M	Entry text field for entering the last name of the related contact person. Up to 35 characters are possible

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

#### 8.2.2.2 Frame Contact Information

	Field	Presence	Description
14	Contact type	M	<p>This field should be used to identify the means of communication. The entry of more than one means is possible, therefore please use the different lines provided in the form. The value "address" can be used to identify an address of a contact person which is different from the address of the participant. The combo box contains the following values:</p> <ul style="list-style-type: none"><li>• Phone</li><li>• Fax</li><li>• E-mail</li><li>• Address</li><li>• ZIP Code</li><li>• City</li><li>• Country</li></ul> <p>It is possible to manage up to 10 different contact means.</p>
15	Contact value	C	<p>This field is mandatory if a contact type related to this field is selected. Then up to 35 characters are possible.</p>

#### 8.2.3 Static data for Home Accounting Module (Form no. I-5100)

Provided that the responsible Central Bank has decided to use this optional Module the HAM Account Holder has the possibility to forward the SSP forms related to Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your Central Bank or consult its Country Profile (CP) on the TARGET2 website.

The HAM Account Holder should use this SSP form to request the opening (modifying, deleting) of a HAM account.

The SSP form consists of two frames

- Frame Static data for Home Accounting Module
- Frame Co-Managed HAM account

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

#### **Frame Static data for Home Accounting Module**

##### *Sub frame HAM Account*

	Field	Presence	Description
11	Account Number	M	Entry text field for the Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB if "new".</i>
12	Account Type	M	"Normal Home Accounting Module account" is the only possible value in this field.

##### *Sub frame Optional Message Types*

	Field	Presence	Description
13	Advice for Debits on HAM Account (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
14	Advice for Credits on HAM Account (MT 910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
15	MT 202 in case of Liquidity Transfer	O	The applicant Home Accounting Module participant can decide whether to receive a Home Accounting Module Notification in case of liquidity transfer or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
16	Balance Report	O	Balance Report is optional. If the checkbox is unchecked it means "no balance report required". If Balance report is checked, the Combo box to indicate option for balance report on the PM account can be used with one of the following values: - MT 940 - MT 950
17	BIC used for Notification	O	This optional field can be used to identify the BIC used for Home Accounting Module notifications (MT900, MT910, MT202) and balance statements (MT940 or MT950). In general it should be the BIC as defined in the field 10. However it could be a different BIC

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

#### **Frame Co-Managed HAM Account**

If the HAM account will be co-managed by another direct participant acting as Co-Manager

- this frame must be filled
- and in addition the form "I-1102 Co-Management form" has to be filled, otherwise this frame is optional.

	Field	Presence	Description
21	Co-managed HAM account	O	The applicant Home Accounting Module participant confirms his intention to use the co-management functionality using this checkbox.
22	BIC of the co-manager	C	Entry text field. To be filled with the BIC-11 of the co-manager
23	Responsible CB of the co-manager	C	Using this combo box the Home Accounting Module participant can select the country code of the responsible Central Bank for the co-manager.

#### **8.2.4 SSP Form for Standing Facilities (Form no. I-5200)**

The choice to opt for the standardised Standing Facilities (SF) Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	For a Home Accounting Module participant the type of account to be used for the settlement of SF operations can only be a HAM account. <i>If SF operations are to be settled on the PM account, then the form no. 1200 has to be used.</i>
11	Account Number for Overnight Deposit	-	Account number to identify the account which will be used for overnight deposits and related interest payments. The overnight deposit function is available also for "out" countries. The entry is made by the responsible Central Bank in case of "new".
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for marginal lending. The marginal lending function is not available for "out" countries. The entry is made by the responsible Central Bank for "new".

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.
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#### 8.2.5 SSP form for Reserve Management (Form no I-5300)

This SSP form enables the participant to forward the relevant information required for the Reserve management module to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management (Module) (RM)

This form should be filled if the applicant participant is subject to the minimum reserve requirements and belongs to a Central Bank which has opted for the standard Reserve Management Module of the SSP. The applicant participant subject to the minimum reserve requirements has the following possibilities:

- It can manage its minimum reserves directly on its HAM account. In that case the participant is its own reserve maintainer and management of the minimum reserves is "direct".
- Or it can deposit the funds needed to meet its minimum reserve requirements on another account in the Home Accounting Module, Payments Module or PHA which is also subject to the minimum reserve requirements and held at the same Central Bank. In that case the participant is different from the reserve maintainer (BIC of Intermediary) and management of minimum reserve is "indirect".
- Or it can manage its reserves in a "pool of reserve" where funds for the reserve requirements are pooled among a group of participants (managed by the same Central Bank). One of the participants in the group is designated as the group leader and it is its Home Accounting Module or Payments Module account on which interest or penalties for the whole pool will be settled. In that case for each participant of the group the reserve maintainer is the group leader (BIC of MFI – Monetary Financial Institution – Leader). The management of minimum reserve is "pool".
- Or it can manage its reserve requirements 'local', using proprietary means.
- Or it can be not a subject for reserve requirements – 'no'.

*Some Credit Institutions might not have any account at all neither in PM, nor in HAM (or PHA according to the national choice), but being at the same time subject to minimum reserve requirement. These CIs can fulfil their minimum reserve requirement indirectly through another participant (as envisaged in the UDFS). If the CB has chosen RMM, those credit institutions have to be*

## PART C – Description of registration forms for HAM Account Holders

### 8. Description of the SSP forms for HAM Account Holders (via Internet)

*registered in the SSP.*

*For these participants, the form no. 5000 has to be used to insert the Legal Entity and the Participant data of those Credit institutions that have to meet - even if indirectly - the reserve requirement although not being HAM Account Holder. In the form 5300, those participants will indicate that the type of reserve management is "indirect".*

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant should select the respective entry which describes how the participant manages its minimum reserve requirements. The values are <ul style="list-style-type: none"> <li>• Direct</li> <li>• Indirect</li> <li>• Pool</li> <li>• Local</li> <li>• No</li> </ul>
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of its minimum reserves. The values are: <ul style="list-style-type: none"> <li>• RTGS</li> <li>• HAM</li> <li>• PHA</li> </ul> If the type of management (10) is direct, then the source should be the HAM account of the participant.
12	BIC of Intermediary	C	This field is mandatory if the management of the minimum reserves is "indirect". It indicates the BIC of the reserve maintainer, e.g. of the participant or PHA account maintaining the minimum reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of the minimum reserves is "pool". It indicates the BIC of the respective Monetary Financial Institution (MFI) Leader.

## PART C – Description of registration forms for HAM Account Holders

### 9. Description of the SSP forms for CB Customers via internet

## 9 Description of the SSP forms for CB customers

### 9.1 Main Form for CB customers (Form no. 6000)

#### 9.1.1 Frame Legal Entity

The registration of a CB Customer to the Single Shared Platform always requires the definition of a legal entity in the static data (prerequisite). The CB Customer is identified by a BIC and the country code of the responsible Central Bank. Therefore a CB Customer can be registered with the same BIC-11 through different CBs. However, only one relationship (the preferred one) will be published in the TARGET2 directory. The entry of the legal entity is only necessary for the first registration.

Filling this frame is **mandatory** when registering a new participation as CB Customer.

	Field	Presence	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be part of the BIC Directory
12	Legal Entity Name (1 <sup>st</sup> line)	M	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Up to 35 characters are possible (35x)

#### 9.1.2 Frame Registration Participants

This frame of the Main Form provides general information on the CB customer participant to be registered or updated.



## PART C – Description of registration forms for HAM Account Holders

### 9. Description of the SSP forms for CB Customers via internet

#### *Sub frame Administrative data*

Within this sub frame the applicant CB customer indicates which kind of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
21	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
22	BIC published	M	Control field which identifies if the mentioned Participant BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none"> <li>Participant BIC should not be published – control field should not checked</li> <li>Participant BIC should be the published – control field should checked</li> </ul> <p>Note: Whereas a CB customer could be registered with several CBs with the same BIC-11, only one relationship (the preferred one) can be published in the TARGET2 directory</p>
23	Participant Type	M	This field displays the participation type which can only be the value: <ul style="list-style-type: none"> <li>CB Customer</li> </ul>
23b	Type of Participation	M	This field displays the kind participation with "Home Accounting Module only" as there is no participation in Payments Module.
24	Institutional Sector Code	M	Combo box for the Institutional Sector Code. For more detailed information, please see the table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank.
24b	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant Up to 15 characters (15x)
24c	MFI Code	O	Entry text field for the MFI Code of the Participant Up to 30 characters .(30x)

## PART C – Description of registration forms for HAM Account Holders

### 9. Description of the SSP forms for CB Customers via internet

#### 9.2 Sub Form

##### 9.2.1 Form for CB customer registration in Home Accounting Module (Form no. 6100)

To be registered as a CB customer in the Single Shared Platform it is necessary that the responsible Central Bank has decided to use the Home Accounting Module. Furthermore it is mandatory for the applicant CB Customer to forward the completed SSP forms related to Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your Central Bank or consult its Country Profile.

The applicant participant should use this SSP form to request opening (modifying, deleting) a Home Accounting Module account. One CB customer is allowed to open several accounts in the Home Accounting Module with the same BIC-11 but with different Central Banks.

The SSP form consists of one frame and two sub frames

- Frame Static data for Home Accounting Module
  - Sub frame Home Accounting Module Account
  - Optional Message Type

##### **Frame Static data for Home Accounting Module**

###### *Sub frame Home Accounting Module Account*

	Field	Presence	Description
10	Account BIC	C	Entry field for the BIC-11 which identifies the CB customer's Home Accounting Module account if different than the Home Accounting Module participant BIC indicated in the Header. This BIC can be a non-SWIFT BIC.
11	Account Type	M	"CB customer" is the only possible value in this field
12	Account Number	M	Entry text field for the CB customer's Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB in case of "new".</i>

## PART C – Description of registration forms for HAM Account Holders

### 9. Description of the SSP forms for CB Customers via internet

#### *Sub frame Optional Message Types*

	Field	Presence	Description
13	Advice for Debits on Home Accounting Module Account (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
14	Advice for Credits on Home Accounting Module Accounts (MT910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
15	MT 202 in case of Liquidity Transfer	O	The applicant Home Accounting Module participant can decide whether to receive a Home Accounting Module Notification in case of liquidity transfer or not by using the check box. If the checkbox is ticked it means "Yes", if it is not ticked it means "No".
16	Balance Report	O	Balance Report is optional. If the checkbox is unchecked it means "no balance report required". If Balance report is checked, the Combo box to indicate option for balance report on the PM account can be used with one of the following values: - MT 940 - MT 950
17	BIC used for notification	O	This optional field can be used to identify the BIC used for Home Accounting Module notifications (MT900, MT910, MT202) and balance statements (MT940 or MT950). In general it should be the BIC as defined in the field 10. However it could be a different BIC (for example, in case Account BIC in field 10 is not a SWIFT BIC).

### 10 Description of the SSP forms for CB Customers (via the Internet)

#### 10.1 Main Form for CB customers (Form no. I-6000)

##### 10.1.1 Frame Legal Entity

The registration of a CB Customer to the Single Shared Platform always requires the definition of a legal entity in the static data (prerequisite). The CB Customer is identified by a BIC and the country code of the responsible Central Bank. Therefore a CB Customer can be registered with the same BIC-11 through different CBs. However, only one relationship (the preferred one) will be published in the TARGET2 directory. The entry of the legal entity is only necessary for the first registration.

Filling this frame is **mandatory** when registering a new participation as CB Customer.

	Field	Presence	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be part of the BIC Directory
12	Legal Entity Name (1 <sup>st</sup> line)	M	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (2 <sup>nd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Up to 35 characters are possible (35x)

##### 10.1.2 Frame Registration Participant

This frame of the Main Form provides general information on the CB customer Participant to be registered or updated.

## PART C – Description of registration forms for HAM Account Holders

### 10. Description of the SSP forms for CB Customers via internet

#### *Sub frame Administrative data*

Within this sub frame the applicant CB customer indicates which kind of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
21	Name of Participant (1 <sup>st</sup> line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Name of Participant (2 <sup>nd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
21	Legal Entity Name (3 <sup>rd</sup> line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
22	BIC published	M	Control field which identifies if the mentioned Participant BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none"> <li>Participant BIC should not be published – control field should not checked</li> <li>Participant BIC should be the published – control field should checked</li> </ul> <p>Note: Whereas a CB customer could be registered with several CBs with the same BIC-11, only one relationship (the preferred one) can be published in the TARGET2 directory</p>
23	Participant Type	M	This field displays the participation type which can only be the value: <ul style="list-style-type: none"> <li>CB Customer</li> </ul>
23b	Type of Participation	M	This field displays the kind participation with "Home Accounting Module only" as there is no participation in Payments Module..
24	Institutional Sector Code	M	Combo box for the Institutional Sector Code. For more detailed information, please see the table for <a href="#">Institutional Sector codes</a> provided in Annex 1 or contact your Central Bank.
24b	National Sorting Code	O	Entry text field for the National Sorting Code of the Participant. Up to 15 characters (15x)
24c	MFI Code	O	Entry text field for the MFI Code of the Participant. Up to 30 characters (30x)

#### 10.1.3 Frame ICM access

This frame of the Main Form links the CB customer via internet with Virtual DN to enable access to the ICM.

## PART C – Description of registration forms for HAM Account Holders

### Sub frame Virtual DN

The sub frame "Virtual DN" is mandatory because CB customers via internet can access to the Payments Module only via the ICM (Information and Control Module) via user to application mode.

	Field	Presence	Description
41	o=swift	-	Displays the root level
42	o=	M	Entry text field for BIC8 of the participant
43	ou=ibp	-	Displays the common ou level of Virtual DN for all participants via internet
44	ou=	M	Entry text field for BIC11 of the participant

## 10.2 Sub Form

### 10.2.1 ICM access roles for certificates internet access (Form no. I-6012)

The form is mandatory as the SSP static data should link individual certificates with available roles. CB customers via internet can only access to the Payments Module only via the ICM (Information and Control Module) in user to application mode. For that reason the certificate should be properly assigned to roles.

	Field	Presence	Description
11 - 15	Unique User ID First Name, Last Name Role	M	All fields are mandatory. The ICM role should be assigned to at least one certificate, while it is possible to assign the ICM role up to 5 certificates. The Unique User ID is mandatory. The First Name, Last Name is mandatory. The Role is mandatory, using the combo box the user can select the ICM role according the value: <ul style="list-style-type: none"><li>- LVMANAFE</li><li>- LVMANATE.</li></ul>

### 10.2.2 Form for CB customers registration in Home Accounting Module (Form no. 6100)

To be registered as a CB customer in the Single Shared Platform it is necessary that the responsible Central Bank has decided to use the Home Accounting Module. Furthermore it is mandatory for the applicant CB Customer to forward the completed SSP forms related to Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your Central Bank or consult its Country Profile.

The applicant participant should use this SSP form to request opening (modifying, deleting) a Home Accounting Module account. One CB customer is allowed to open several accounts in the Home Accounting Module with the same BIC-11 but with different Central Banks.

The SSP form consists of one frame

- Frame Static data for Home Accounting Module

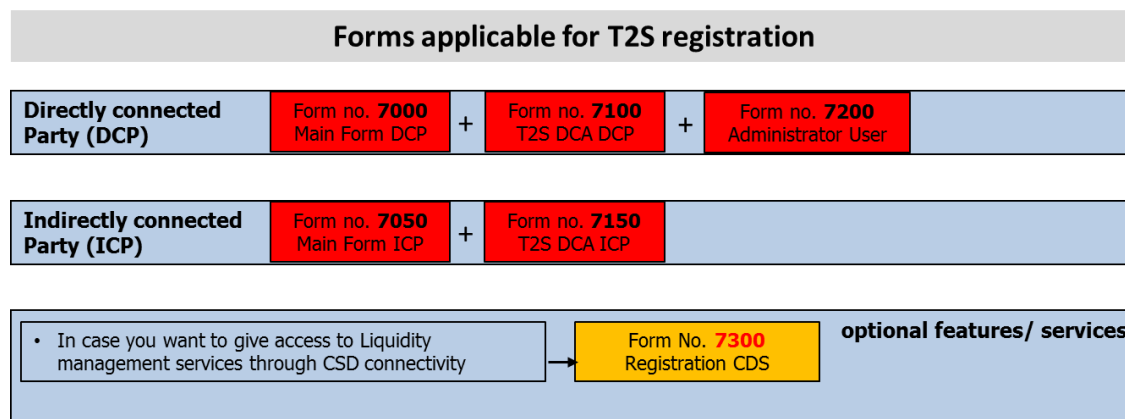
#### **Frame Static data for Home Accounting Module**

##### *Sub frame Home Accounting Module Account*

	Field	Presence	Description
10	Account BIC	C	Entry field for the BIC-11 which identifies the CB customer's Home Accounting Module account if different than the Home Accounting Module participant BIC indicated in the Header. This BIC can be a non-SWIFT BIC.
11	Account Type	M	"CB customer" is the only possible value in this field
12	Account Number	M	Entry text field for the CB customer's Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB in case of "new".</i>

### PART D – Description of T2S forms

#### 11 Description of T2S forms



In this and in the following paragraphs, the single frames from the T2S forms are detailed in terms of name of the fields, its presence (mandatory, optional or conditional) and the description. The latter is mostly taken from the T2S User Handbook v. 2.0 (T2S UHB), along with the required formats, with some additional information provided if need be, that suits the needs of the payment banks opening a T2S DCA.

In case of misalignment between the following tables and the T2S User Handbook due to the updates of the T2S UHB not reflected yet in this document, it is clear that the official information remains in the T2S UHB.

Two types of forms have been developed in TARGET2 for the registration process:

- Forms for Directly Connected Parties (DCPs): these cover the case of Dedicated Cash Account holders that are linked to T2S via a Value Added Network service provider.
- Forms for Indirectly Connected Parties (ICPs): these cover the case of Dedicated Cash Account holders that are linked to T2S via the TARGET2 Value Added Services for T2S.

Each DCA form is composed of the Header and one or several Frames. Directly Connected Parties have to fill the forms 7000 and 7100, whereas for Indirectly Connected Parties the forms 7050 and 7150.



## PART D – Description of T2S forms

### 11.1 Forms for T2S Directly Connected Parties

#### 11.1.1 Main Form for Payment Banks - DCP (form no. 7000)

##### 11.1.1.1 Frame Party

	Field	Presence	Description
11	Party Long Name	M	Full name of the party. Required format is: max. 350 characters (SWIFT-x).
12	Party Short Name	M	Short name of the party. Required format is: max. 35 characters (SWIFT-x).
13a	Street	M	Street name of the address of the party. Required format is: max. 70 characters (SWIFT-x).
13b	House Number	M	House number of the address of the party. Required format is: max. 16 characters (SWIFT-x).
13c	Postal Code	M	Postal code of the address of the party. Required format is: max. 16 characters (SWIFT-x).
13d	City	M	City of the address of the party. Required format is: max. 35 characters (SWIFT-x).
13e	State or Province	O	State or Province of the address of the party. Required format is: max. 35 characters (SWIFT-x).
13f	Country Code	M	Country code of the address of the party.

##### 11.1.1.2 Frame Technical Addresses

	Field	Presence	Description
21	Technical Address	C	<p>Technical Addresses of the party (Distinguished Name (DN) as indicated by the Network provider) to be used for the connection in Application-to-Application (A2A) mode.</p> <p>Required format is: max. 256 characters (UTF-8 except '&gt;', '&lt;', '&amp;')</p> <p>The DN is composed of couples of attribute=value separated by commas. The format for the DN should be lowercases for the attributes and the value. No blank spaces should be inserted.</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>- for SWIFT A2A: "cn=user,ou=unit,o=unexcscdd,o=swift";</li> <li>- for SIA-COLT A2A: "cn=T2S-1,o=88039".</li> </ul>

## PART D – Description of T2S forms

	Field	Presence	Description
21	Network Service Name	C	Name of the Network Service, chosen from a drop down list. Following Network Services are available in T2S: <ul style="list-style-type: none"> <li>• Messages Store&amp;Forward : SWIFT.MSGSNF or SIA-COLT.MSGSNF;</li> <li>• Messages Real Time: SWIFT.MSGRT or SIA-COLT.MSGRT;</li> <li>• Files Store&amp;Forward: SWIFT.FILESNF or SIA-COLT.FILESNF; and</li> <li>• Files Real Time: SWIFT.FILERT or SIA-COLT.FILERT</li> </ul>

Field "Technical Address" and "Network Service Name" are mandatory only in case Directly Connected Parties connected in A2A mode.

### 11.1.1.3 Frame Default Routings (initial set-up)

	Field	Presence	Description
31	Technical Address	C	Technical Address for the Routing, which must have been already entered in the previous frame. Default routings are needed for each kind of service.
31	Network Service Name	C	Name of the Network Service, chosen from a drop down list of the store and forward options available for A2A.

After the initial set-up (made by the Central Bank while creating the party), changes to the default routings might be entered in the static data by the payment bank itself.

Field "Technical Address" and "Network Service Name" are mandatory only in case Directly Connected Parties connected in A2A mode.

### 11.1.1.4 Frame Access rights Management - Roles

	Field	Presence	Description
41	Role	M	For each role available, the payment bank should select the operating mode: two-eyes or four-eyes. Note that: <ol style="list-style-type: none"> <li>a) if two-eyes mode is selected, the role can be granted to a user in two-eyes and/or each one of the privileges in the role can be granted to a user in two-eyes/four-eyes.</li> <li>b) if four-eyes mode is selected, the role can be granted to a user in four-eyes and/or each one of the privileges in the role can be granted to a user (only) in four-eyes mode.</li> </ol>

## PART D – Description of T2S forms

	Field	Presence	Description
			<p>c) if the role is to be used in Application-to-application mode, then two-eyes mode needs to be selected.</p> <p>The following roles are available:</p> <ul style="list-style-type: none"> <li>- <b>Access rights administrator – Basic:</b> this role can be granted by the Central Bank to the T2S DCA holder (and to the T2S DCA holder's administrator users defined by the Central Bank) in two-eyes mode only. It enables the administrator users to manage the remaining Payment bank's users (after having granted themselves Access rights administrator - Advanced and the Reading role). Note that, in case the Payment bank wishes to perform the Access Rights Management in four-eyes mode, also the privileges included in the role "Access rights administrator – Basic" need to be granted in four-eyes mode. In such a case, as a specific procedure needs to be followed, the Payment Bank shall contact its Central Bank.</li> <li>- <b>Access rights administrator – Advanced:</b> this role can be granted by the Central Bank to the DCA holder (and to the DCA holder's administrator users defined by the Central Bank) in two-eyes or four-eyes mode. It enables the DCA holder's administrator users to manage the remaining Payment bank's users (if granted in combination with the Access rights administrator – Basic and the Reading role).</li> <li>- <b>Reading role:</b> this role can be granted by the Central Bank to the DCA holder in two-eyes mode only. It gathers privileges that allow the access to information relevant for all users, irrespective of their business function. As some privileges included in the remaining roles might not work properly if the "Reading role" is not granted, this role should be granted to all the users.</li> <li>- <b>CMB manager:</b> this role can be granted by the Central Bank to the DCA holder in two-eyes or four-eyes mode, depending on the DCA holder's choice. It allows the Payment bank's users to manage the information related with the secondary credit memorandum balance.</li> <li>- <b>Configuration manager:</b> this role can be granted by the Central Bank to the DCA holder in two-eyes or four-eyes mode, depending on the DCA holder's choice. It allows the Payment bank's users to manage the information related with the messages subscription, reports configuration and routing rules.</li> <li>- <b>Liquidity manager:</b> this role can be granted by the Central Bank to the DCA holder in two-eyes or four-eyes mode, depending on the DCA holder's choice. It allows the Payment bank's users to manage the DCA liquidity.</li> <li>- <b>Collateral manager:</b> this role can be granted by the Central</li> </ul>

## PART D – Description of T2S forms

	Field	Presence	Description
			<p>Bank to the DCA holder in two-eyes or four-eyes mode, depending on the DCA holder's choice. It allows the payment bank user to manage the collateral information relevant for client auto-collateralisation (securities considered eligible by the payment bank and respective valuation).</p> <p>The list of privileges included in each role is available in Annex II. Roles for Payment Banks.</p>

### 11.1.1.5 Secured Group

	Field	Presence	Description
51	<p>Creation of a new secured group:</p> <ul style="list-style-type: none"> <li>- New secured group type</li> <li>- Secured Group Identification</li> </ul>	O	<p>Field to be used only if the payment bank needs to request the creation of a new secured group of parties or DCAs.</p> <p>Type of secured group, chosen from a drop down box: parties or Dedicated Cash accounts.</p> <p>To be filled by the Central Bank, upon creation of the secured group, with the Secured Group identification assigned by the system.</p>
52	<p>Request for inclusion on a secured group</p> <ul style="list-style-type: none"> <li>- Secured group identification</li> <li>- Identification of the party responsible for the secured group</li> </ul>	O	<p>Field to be used only if the payment bank needs to request to be included in a given secured group of parties.</p> <p>Identification of the secured group where the payment bank should be included. This information is available to the party responsible for the secured group (once the secured group has been created).</p> <ul style="list-style-type: none"> <li>- BIC and respective parent BIC of the party responsible for the secured group where the payment bank should be included.</li> </ul>

### 11.1.1.6 Frame Secondary Credit Memorandum Balance

	Field	Presence	Description
61	Secondary CMB	M	Yes/No field to be used to indicate whether the payment bank intends to set a secondary CMB or not. If this field is Yes, then the field 72 has to be filled ("Repo").

### 11.1.1.7 Frame Client Auto-collateralisation

## PART D – Description of T2S forms

	Field	Presence	Description
71	Client Auto-collateralisation	M	Yes/No field to be used to indicate whether the payment bank intends to offer client auto-collateralisation or not. If this field is Yes, then also the field 61 has to be Yes.
72	Collateralisation procedure	C	If the payment bank wants to set a secondary CMB, then the value to enter in this field is "Repo".
73	Technical Address to send daily securities valuations via flat files	C	If the payment bank offers client auto-collateralisation, then the technical Address to be used for sending the valuations of securities which are eligible for client auto-collateralisation needs to be filled in. Required format is: max. 256 characters (UTF-8 except '>', '<', '&').

### 11.1.2 T2S DCA Form for Dedicated Cash Account - DCP (form no. 7100)

#### 11.1.2.1 Frame DCA

	Field	Presence	Description
11	DCA number	M	Unique number identifying the account <sup>9</sup> , determined by the payment bank. Required format is: max. 34 characters (SWIFT-x).
12	Cash account type	M	The default value is: "T2S dedicated cash account".
13	Floor Notification Amount	O	Lower threshold for notifying the cash manager. Required format is: max. 18 digits before comma and 2 digits after comma.
14	Ceiling Notification Amount	O	Upper threshold for notifying the cash manager. Required format is: max. 18 digits before comma and 2 digits after comma.
15	External RTGS account number	M	Account number of the PM account in TARGET2 to which the DCA is linked. This account will be used for the end of day cash sweep from T2S to TARGET2. Required format is: max. 35 characters (SWIFT-x).

<sup>9</sup> According to the following structure (DCA naming convention):

Name	Format	Content
Account type	1 char. exactly	'C' for cash account
Country code of the Central Bank	2 char. exactly	ISO country code
Currency code	3 char. exactly	ISO currency code
Account holder	11 char. exactly	BIC
Sub-classification of the account	Up to 17 char.	Free text

## PART D – Description of T2S forms

	Field	Presence	Description
16	Optional Cash Sweep	M	Flag indicating if the optional cash sweep should be set or not.

### 11.1.2.2 Frame Credit Memorandum Balance

	Field	Presence	Description
21	Primary CMB	M	This field shows if the credit memorandum balance is the primary one. Mandatory value is "Yes".
22	Authorized BIC rules: BICs /  Inclusion	M	The pattern identifying the association between credit memorandum balance and BICs. Required format is: max. 11 characters (SWIFT-x). /  Attribute specifying whether the related wildcard is included or not.
23	Receiving Securities Account Number (only in pledge case)	C	Identification of the payment bank's securities account related to the credit memorandum balance, in case the Central Bank uses pledge as collateralisation procedure. Required format is: max. 35 characters (SWIFT-x).
24a, b	Central Bank Auto-collateralisation Yes/No	M	Flag indicating whether the T2S DCA to be opened should be used for central bank auto-collateralisation. If the flag is set to "No", the auto-collateralisation limit will be zero (default value). If the flag is set to "Yes", the auto-collateralisation limit will be set to "unlimited" <sup>10</sup> , or to the amount requested by the payment bank via the field 24c – "Requested Auto-collateralisation limit".
24c	Requested Auto-collateralisation limit	O	This field might be used by the payment bank to request the definition of an auto-collateralisation limit different from "unlimited" <sup>4</sup> .
	PM account for automatic auto-collateralisation reimbursement		If field 24a is ticked, then the PM account to be used in case of automatic auto-collateralisation reimbursement should be identified here, via the BIC and the PM account holder MFI code. This PM account must have access to intraday credit, must be opened within the books of the same Central Bank as the DCA and must be owned by the same legal entity as the DCA.
25a	PM account BIC	C	BIC of the PM account to be used in case of automatic auto-collateralisation reimbursement. Required format is: max. 11 characters (SWIFT-x).
25b	PM account holder	C	MFI code of the participant holding the PM account for automatic auto-collateralisation reimbursement.

<sup>10</sup> "Unlimited" means that the Central Bank will set the Central Bank auto-collateralisation limit to 999.999.999.999, 99. In this case, the amount of intraday credit to be granted is capped only by the amount of collateral earmarked for auto-collateralisation by the payment bank.

## PART D – Description of T2S forms

	Field	Presence	Description
	MFI code		Required format is: max. 30 characters.
26a	Securities account(s) for collateral supply	C	If field 24a is ticked, then the securities account(s) used for providing collateral for central bank auto-collateralisation should be identified here, via the respective securities account number. Required format is: max. 35 characters (SWIFT-x).
26b	CSD participant identification	C	If field 24a is ticked, the CSD participant holding the securities account(s) for collateral supply should be identified here, via the respective parent BIC (i.e., the CSD BIC) and CSD participant BIC. Required format is: 11 characters (SWIFT-x) / 11 characters (SWIFT-x).

### IMPORTANT:

**(i)** Even if the T2S DCA should be used for central bank auto-collateralisation (i.e., field 24a is ticked), it might not be necessary to fill in fields 25a, 25b, 26a and 26b, as it depends on the Central Bank's collateral management systems requirements. Each Central Bank will inform their participants about the need to fill in these fields or not.

**(ii)** It is up to the payment bank to collect the signature of the PM Account holder (holder of the PM account indicated in field 15), before signing the form to be sent to its Central Bank.

### 11.1.2.3 Secured Group

	Field	Presence	Description
31	Request for inclusion on a secured group  - Secured group identification  - Identification of the party responsible for the secured group	O	Field to be used only if the payment bank needs to request to include the T2S DCA in a given secured group of DCAs.  Identification of the secured group where the DCA should be included. This information is available to the party responsible for the secured group (once the secured group has been created).  - BIC and respective parent BIC of the party responsible for the secured group where the T2S DCA should be included.

## PART D – Description of T2S forms

### 11.2 Forms for Indirectly Connected Parties

#### 11.2.1 Main Form for Payment Banks - ICP (form no. 7050)

##### 11.2.1.1 Frame Party

	Field	Presence	Description
11	Party Long Name	M	Full name of the party. Required format is: max. 350 characters (SWIFT-x).
12	Party Short Name	M	Short name of the party. Required format is: max. 35 characters (SWIFT-x).
13a	Street	M	Street name of the address of the party. Required format is: max. 70 characters (SWIFT-x).
13b	House Number	M	House number of the address of the party. Required format is: max. 16 characters (SWIFT-x).
13c	Postal Code	M	Postal code of the address of the party. Required format is: max. 16 characters (SWIFT-x).
13d	City	M	City of the address of the party. Required format is: max. 35 characters (SWIFT-x).
13e	State or Province	O	State or Province of the address of the party. Required format is: max. 35 characters (SWIFT-x).
13f	Country Code	M	Country code of the address of the party.

#### 11.2.2 T2S DCA Form for Dedicated Cash Account - ICP (form no. 7150)

##### 11.2.2.1 Frame DCA

	Field	Presence	Description
11	DCA number	M	Unique number identifying the account <sup>11</sup> , determined by the payment bank.

<sup>11</sup> According to the following structure (DCA naming convention):

Name	Format	Content
Account type	1 char. exactly	'C' for cash account
Country code of the Central Bank	2 char. exactly	ISO country code



## PART D – Description of T2S forms

	Field	Presence	Description
			Required format is: max. 34 characters (SWIFT-x).
12	Cash account type	M	The default value is "T2S dedicated cash account".
15	External RTGS account number	M	Account number of the PM account in TARGET2 to which the T2S DCA is linked. This account will be used for the end of day cash sweep from T2S to TARGET2. Required format is: max. 35 characters (SWIFT-x).
16	Optional Cash Sweep	M	Flag indicating if the optional cash sweep should be set or not.

### 11.2.2.2 Frame Credit Memorandum Balance

	Field	Presence	Description
21	Primary CMB	M	This field shows if the credit memorandum balance is the primary one. Mandatory value is "Yes".
22	Authorized BIC rules: BICs /  Inclusion	M	The pattern identifying the association between credit memorandum balance and the BICs that identify the CSD participants holding the securities accounts that will be used for settlement and/or auto-collateralisation. Required format is: max. 11 characters (SWIFT-x). /  Attribute specifying whether the related wildcard is included or not.
23	Receiving Securities Account Number (only in pledge case)	C	Identification of the payment bank's securities account related to the credit memorandum balance, in case the Central Bank uses pledge as collateralisation procedure. Required format is: max. 35 characters (SWIFT-x).
24a,	Auto-collateralisation Yes/No	M	Flag indicating whether the DCA to be opened is used for central bank auto-collateralisation. If the flag is set to "No", the auto-collateralisation limit will be zero (default value). If the flag is set to "Yes", the auto-collateralisation limit will be set to "unlimited" <sup>12</sup> , or to the amount requested by the payment bank via the field 24c – Requested Auto-collateralisation limit.
24c	Requested Auto-collateralisation limit	O	This field might be used by the payment bank to request the definition of an auto-collateralisation limit different from "unlimited" <sup>6</sup> .

Currency code	3 char. exactly	ISO currency code
Account holder	11 char. exactly	BIC
Sub-classification of the account	Up to 17 char.	Free text

<sup>12</sup> "Unlimited" means that the Central Bank will set the Central Bank auto-collateralisation limit to 999.999.999.999, 99. In this case, the amount of intraday credit to be granted is capped only by the amount of collateral earmarked for auto-collateralisation by the payment bank.

## PART D – Description of T2S forms

	Field	Presence	Description
	PM account for automatic auto-collateralisation reimbursement		If field 24a is ticked, then the PM account to be used in case of automatic auto-collateralisation reimbursement should be identified here, via the BIC and the PM account holder MFI code. This PM account must have access to intraday credit, must be opened within the books of the same Central Bank as the DCA and must be owned by the same legal entity as the DCA.
25a	PM account BIC	C	BIC of the PM account to be used in case of automatic auto-collateralisation reimbursement. Required format is: max. 11 characters (SWIFT-x).
25b	PM account holder MFI code	C	MFI code of the participant holding the PM account for automatic auto-collateralisation reimbursement. Required format is: max. 30 characters.
26a	Securities account(s) for collateral supply	C	If field 24a is ticked, then the securities account(s) used for providing collateral for central bank auto-collateralisation should be identified here, via the respective securities account number. Required format is: max. 35 characters (SWIFT-x).
26b	CSD participant identification	C	If field 24a is ticked, the CSD participant holding the securities account(s) for collateral supply should be identified here, via the respective parent BIC (i.e., the CSD BIC) and CSD participant BIC. Required format is: 11 characters (SWIFT-x) / 11 characters (SWIFT-x).

### IMPORTANT:

*(i)* Even if the T2S DCA should be used for central bank auto-collateralisation (i.e., field 24a is ticked), it might not be necessary to fill in fields 25a, 25b, 26a and 26b, as it depends on the Central Bank's collateral management systems requirements. Each Central Bank will inform their participants about the need to fill in these fields or not. For field 25a, the CB can also indicate if the BIC to be used for test environment is the test or production BIC.

*(ii)* It is up to the payment bank to collect the signature of the PM Account holder (holder of the PM account indicated in field 15), before signing the form to be sent to its Central Bank.

### 11.3 T2S DCA Form for Administrator User (form no. 7200)

The form 7200 is used for defining T2S Administrator users. Two Administrator users can be defined using one form where the frames in the section 11.3.1 and 11.3.2 are used to define the first one while the frames 11.3.3 and 11.3.4 are in place to define the second one.

## PART D – Description of T2S forms

### 11.3.1 Frame Administrator User 1

	Field	Presence	Description
11	Login name	M	<p>Login name of the administrator user.</p> <p>As the Login name needs to be unique in T2S (per environment), it should be defined according with the following structure: <b>C</b> (to indicate that it is a T2S cash account user) + <b>Country code</b> of the parent Central Bank (2 characters) + <b>BIC11</b> of the party + <b>Free text</b>, determined by the payment bank and up to 21 characters.</p> <p>Required format is: max. 35 characters (SWIFT-x).</p>
12	Name	M	<p>Name of the administrator user.</p> <p>Required format is: max. 127 characters (SWIFT-x).</p>
13	System User Reference	M	<p>Unique system user reference (SUR) associated to the user.</p> <p>As the SUR needs to be unique in T2S (per environment), it should be defined according with the following structure: <b>C</b> (to indicate that it is a T2S cash account user) + <b>Country code</b> of the parent Central Bank (2 characters) + <b>BIC11</b> of the party + <b>Free text</b>, determined by the payment bank and up to 21 characters.</p> <p>Required format is: max. 35 characters (SWIFT-x).</p>

#### IMPORTANT:

- (i) It is suggested to keep the Login name and the SUR equal.
- (ii) It is recommended to follow the login name and SUR structure mentioned above also for the login name and SUR of the users created by each payment bank Administrator user.
- (iii) A Certificate Distinguished Name can be associated with several Login names.
- (iv) A Login name can be linked to several Certificate Distinguished Names.

### 11.3.2 Frame User's Distinguished Name 1

	Field	Presence	Description
21	Certificate Distinguished Name	M	<p>Distinguished name of the certificate that has to be linked to the user that will be connecting via U2A.</p> <p>The DN is composed of couples of attribute=value separated by commas with a blank space after the comma.</p> <p>The format for the DN should be uppercase for the attributes whilst the value should be in lowercase.</p> <p>Required format is: max 256 characters (UTF8 except '&gt;', '&lt;', '&amp;').</p> <p>Examples:</p>

## PART D – Description of T2S forms

	Field	Presence	Description
			- for SWIFT U2A: "CN=scarter, OU=unit, O=unexcscdd, O=aaaabccxxx, O=swift"; - for SIA-COLT U2A: "SERIALNUMBER=unexcscdd_U_00002, CN=sophiacarter, OU=0135, O=System_Entity, C=IT".
22	Default	O	Boolean value that specifies whether the reported certificate is the default one for the selected user or not.

### 11.3.3 FrameAdministrator User 2

	Field	Presence	Description
11	Login name	M	Login name of the administrator user. As the Login name needs to be unique in T2S (per environment), it should be defined according with the following structure: <b>C</b> (to indicate that it is a T2S cash account user) + <b>Country code</b> of the parent Central Bank (2 characters) + <b>BIC11</b> of the party + <b>Free text</b> , determined by the payment bank and up to 21 characters. Required format is: max. 35 characters (SWIFT-x).
12	Name	M	Name of the administrator user. Required format is: max. 127 characters (SWIFT-x).
13	System User Reference	M	Unique system user reference (SUR) associated to the user. As the SUR needs to be unique in T2S (per environment), it should be defined according with the following structure: <b>C</b> (to indicate that it is a T2S cash account user) + <b>Country code</b> of the parent Central Bank (2 characters) + <b>BIC11</b> of the party + <b>Free text</b> , determined by the payment bank and up to 21 characters. Required format is: max. 35 characters (SWIFT-x).

#### IMPORTANT:

- (v) It is suggested to keep the Login name and the SUR equal.
- (vi) It is recommended to follow the login name and SUR structure mentioned above also for the login name and SUR of the users created by each payment bank Administrator user.
- (vii) A Certificate Distinguished Name can be associated with several Login names.
- (viii) A Login name can be linked to several Certificate Distinguished Names.

### 11.3.4 Frame User's Distinguished Name 2

## PART D – Description of T2S forms

	Field	Presence	Description
21	Certificate Distinguished Name	M	<p>Distinguished name of the certificate that has to be linked to the user that will be connecting via U2A.</p> <p>The DN is composed of couples of attribute=value separated by commas with a blank space after the comma.</p> <p>The format for the DN should be uppercase for the attributes whilst the value should be in lowercase.</p> <p>Required format is: max 256 characters (UTF8 except '&gt;','&lt;','&amp;').</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>- for SWIFT U2A: "CN=scarter, OU=unit, O=unexcddd, O=aaaabccxxx, O=swift";</li> <li>- for SIA-COLT U2A: "SERIALNUMBER=unexcddd_U_00002, CN=sophiacarter, OU=0135, O=System_Entity, C=IT".</li> </ul>
22	Default	O	Boolean value that specifies whether the reported certificate is the default one for the selected user or not.

### 11.4 T2S DCA Form for access to Liquidity management services through CSD connectivity (form no. 7300)

#### 11.4.1 Frame List of DCAs involved

	Field	Presence	Description
	DCA number	M	<p>Unique number identifying the cash account, determined by the payment bank.</p> <p>Required format is: max. 34 characters (SWIFT-x).</p>

List here the T2S DCAs involved in the service subscribed by the Payment Bank. The accessed data scope may concern all its DCAs or only a subset.

#### 11.4.2 Frame CSD receiving privileges for listed DCAs

	Field	Presence	Description
	BIC	M	<p>Enter text field for the BIC-11 of the CSD offering the connectivity service.</p> <p>The production BIC needs to be used regardless of the environment.</p>

## PART D – Description of T2S forms

	Field	Presence	Description
	Parent BIC	M	In T2S, the Parent BIC is always : TRGTXE2SXXX

### 11.4.3 Frame Subscription to Liquidity management service

	Field	Presence	Description
	Subscription to CSD Connectivity service	C	Ticking <b>this box</b> means that the Payment Bank both subscribes to the CSD Connectivity service and CSD operational support.
	Subscription to CSD operational support	C	Ticking <b>this box</b> means that the Payment Bank subscribes to the CSD operational support only.

The payment bank will have to choose one option for the subscription.

### 11.4.4 Frame Detail of the roles and privileges

#### 1. Subscription to CSD Connectivity service

5 roles are granted by the NCB to the Payment Bank:

- 3 roles are predefined by the T2S operator:
  - PB Access rights administrator-Basic
  - PB Access rights administrator-Advanced
  - PB Configuration manager
- 2 specific PB roles must be created by the NCB for CSD service:
  - PB Reading role for CSD service
  - PB Cash management for CSD service

The above roles are described in the ANNEX 3.

If the Payment Bank is a DCP, some PB roles may have been granted with the form 7000.

#### 2. Subscription to CSD operational support

Once granted by the NCB the 27 object privileges will enable the CSD to access the cash information in a read-only mode for the authorised perimeter for DCAs.

##### Dynamic Data Queries

- DDQ\_AmdInstrForIntraBalMovAudTrDetQuery
- DDQ\_AmdInstrForIntraBalMovAudTrLisQ
- DDQ\_AmendInstrQueryForIntraBalanMov

## PART D – Description of T2S forms

- DDQ\_CancInstrIntraBalanMovAudTrDetQ
  - DDQ\_CancInstrIntraBalanMovAudTrLisQ
  - DDQ\_CancInstructIntraBalanMovQuery
  - DDQ\_CashForecastQuery
  - DDQ\_ImmedLiquidTransOrderAudTrdettQ
  - DDQ\_ImmedLiquidTransOrderAudTrListQ
  - DDQ\_ImmedLiquidTransOrderDetQuery
  - DDQ\_ImmedLiquidTransOrderListQuery
  - DDQ\_IntraBalanMovAuditTrailDetQuery
  - DDQ\_IntraBalanMovAuditTrailLisQuery
  - DDQ\_IntraBalanMovQuery
  - DDQ\_MaintInstrForIntraBalanMovQuer
  - DDQ\_T2SDCABalanDetailedRestrictQuery
  - DDQ\_T2SDedicatedCashAccBalanceQuery
  - DDQ\_T2SDedicatedCashAccPostingQuery
  - DDQ\_T2SOverallLiquidityQuery
- T2S Dedicated Cash Account Data Queries
- DCQ\_LiquidTransOrderDetailQuery
  - DCQ\_LiquidTransOrderListQuery
  - DCQ\_T2SDedicCashAccAudTrailQuery
  - DCQ\_TotAmountStand+PredefOrdQuery
  - DCQ\_T2SDedicatedCashAcclListQuery
  - DCQ\_T2SDedicCashAccReferDataQuery

### Party Data Queries

## PART E – Description of TIPS forms

### 12 Description of TIPS forms

#### Forms applicable for TIPS registration

<b>TIPS Participant Party</b>	Form no. <b>8000</b> Main Form Participant	+	Form no. <b>8100</b> TIPS DCA DCP	+	Form no. <b>8200</b> Administrator User
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<b>TIPS Reachable Party</b>	Form no. <b>8050</b> Main Form Reachable	+	Form no. <b>8200</b> Administrator User
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#### 12.1 TIPS Party (Form no. 8000)

The form 8000 should be filled in for registering a TIPS Participant Party or a TIPS Central Bank Party. The latter can be registered only by NCBs which forward the form directly to the TIPS operator (the 4 CB).

Central banks should not fill in the frame "Access rights management – Roles" as all privileges related to TIPS will be automatically granted to them.

##### 12.1.1 Frame Party

**IMPORTANT:** Parties opened for T2S are already visible in the CRDM. Same parties can be used also for TIPS if connected via Party Service Link (section 12.1.2).

	Field	Presence	Description
11	Party Long Name	M	Full name of the party. Required format is: max. 350 characters (SWIFT-x).
12	Party Short Name	M	Short name of the party. Required format is: max. 35 characters (SWIFT-x).



## PART E – Description of TIPS forms

13	Party Type	M	Select Party Type: <ul style="list-style-type: none"> <li>• Payment Bank (to be selected when opening a TIPS Participant Party) or</li> <li>• National Central Bank (NCB)</li> </ul>
14a	Street	M	Street name of the address of the party. Required format is: max. 70 characters (SWIFT-x).
14b	House Number	M	House number of the address of the party. Required format is: max. 16 characters (SWIFT-x).
14c	Postal Code	M	Postal code of the address of the party. Required format is: max. 16 characters (SWIFT-x).
14d	City	M	City of the address of the party. Required format is: max. 35 characters (SWIFT-x).
14e	State or Province	O	State or Province of the address of the party. Required format is: max. 35 characters (SWIFT-x).
14f	Country Code	M	Country code of the address of the party.

### 12.1.2 Frame Party Service Link

CRDM object Party Service Link is connecting the Party to the Service.

In addition to this, with this object the user further defines the type of the party. With the form 8000 the user can set-up either TIPS Participant Party or the Central Bank Party.

	Field	Presence	Description
21	Service	M	Shows the Service which is associated to the Party. As there is only one service currently available in the CRDM, the mandatory value of the field is "TIPS".

## PART E – Description of TIPS forms

22	Party Type	M	<p>Offers the possibility to select the Party Type connected to TIPS Service. The possible values are:</p> <ul style="list-style-type: none"> <li>• TIPS Participant (it needs to correspond to field 13 of the form 8000 where "Payment Bank" needs to be selected)</li> <li>• TIPS Central Bank (it needs to correspond to field 13 of the form 8000 where "National Central Bank" needs to be selected)</li> </ul>
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### 12.1.3 Frame Technical Address

There are two different types of technical addresses:

- 1) "Reports/notifications" technical address: Only one technical address can be defined per Party and indicates a Distinguished Name (DN) to which subscribed TIPS Reports and Notifications are sent. This technical address needs to be set-up mandatorily;
- 2) "A2A" technical address: All technical addresses that are to be used in A2A need to be defined (e.g. for sending/receiving instant payments, for sending queries...). They should only be defined in case the TIPS Participant Party wants to interact to TIPS or CRDM in an A2A mode. If DNs are to be defined for sending/receiving instant payments, the same addresses need to be also set-up in the inbound/outbound DN – BIC Routing (optional part of the form 8100).

A complete configuration foresees the specification of a technical address connected to a network service via a Technical Address Network Service Link.

	Field	Presence	Description
31	Technical Address (reports/notifications)	M	<p>Technical Addresses of the party (Distinguished Name (DN) as indicated by the Network provider) to be used for receiving TIPS Reports and Notifications in Real-Time Application-to-Application (A2A) mode.</p> <p>DNs required format is: max. 256 characters (UTF-8 except '&gt;', '&lt;', '&amp;').</p>

## PART E – Description of TIPS forms

31	Network Service Name	M	<p>This function enables users to associate the technical address, already defined to the party, to a network service.</p> <p>The name of the Network Service needs to be chosen from a drop down list.</p> <p>Following Network Services are available in TIPS for receiving report and notifications:</p> <ul style="list-style-type: none"> <li>- SIA.NOTIF</li> <li>- SWIFT.NOTIF</li> </ul>
32a - 32i	Technical Address (A2A)	O	<p>Technical Addresses of the party (Distinguished Name (DN) as indicated by the Network provider) to be used for sending/receiving instant payments or perform other tasks in Real-Time Application-to-Application (A2A) mode.</p> <p>DNs required format is: max. 256 characters (UTF-8 except '&gt;', '&lt;', '&amp;').</p>
32a - 32i	Network Service Name	O	<p>This function enables users to associate the technical addresses, already defined to the party, to a network service.</p> <p>The name of the Network Service needs to be chosen from a drop down list.</p> <p>Following Network Services are available in TIPS for A2A mode:</p> <ul style="list-style-type: none"> <li>- SIA</li> <li>- SWIFT</li> </ul>

### 12.1.4 Frame Access rights management - Roles

TIPS Participant Party can choose to be granted with a wide selection of roles. This is giving a possibility to the party to limit the access to the actions that are not required or can be performed via other means (e.g. TIPS Participant Party can opt not to receive a role PB TIPS Liquidity Manager thus disabling the access for instructing liquidity transfers from TIPS to TARGET2. With this, the TIPS Participant Party will be able to have control over liquidity transfers solely via TARGET2 – via ICM).

Due to the fact that individual TIPS privileges cannot be granted to users (i.e. TIPS privileges always need to be included in the role), several roles were created in order to provide a wide range of possibilities.

	Field	Presence	Description
41	Roles	M	<p>For each role available, the payment bank should select the operating mode: two-eyes or four-eyes.</p> <p>Note that:</p> <p>a) if two-eyes mode is selected, the role can be granted to a user in</p>

## PART E – Description of TIPS forms

	Field	Presence	Description
			<p>two-eyes and/or each one of the privileges in the role can be granted to a user in two-eyes/four-eyes.</p> <p>b) if four-eyes mode is selected, the role can be granted to a user in four-eyes and/or each one of the privileges in the role can be granted to a user (only) in four-eyes mode.</p> <p>c) if the role is to be used in Application-to-application mode, then two-eyes mode needs to be selected.</p> <p>d) TIPS privileges can only be granted to a user as part of a role (i.e. there is no possibility to grant individual privileges outside the role)</p> <p>The following roles are available:</p> <ul style="list-style-type: none"> <li>- <b>Party Administrator:</b> this role can be granted by the Central Bank to the TIPS Participant Party (and to its administrator users defined by the Central Bank) in two-eyes mode only. It enables the administrator users to manage the remaining Payment bank's users (after having granted themselves Access rights administrator - Advanced and the Reading role).</li> </ul> <p>Note that, in case the Payment bank wishes to perform the Access Rights Management in four-eyes mode, also the privileges included in the role "Access rights administrator – Basic" need to be granted in four-eyes mode. In such a case, as a specific procedure needs to be followed, the Payment Bank shall contact its Central Bank.</p> <ul style="list-style-type: none"> <li>- <b>PB Access rights administrator – Advanced:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode. The role should be granted by the TIPS Participant Party administrator users to themselves. It enables the administrator users to manage the remaining Payment bank's users (if granted in combination with the Party Administrator and the Reading role).</li> <li>- <b>PB Reading role:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes mode only. It gathers privileges that allow the access to information relevant for all users, irrespective of their business function. As some privileges included in the remaining roles might not work properly if the "Reading role" is not granted, this role should be granted to all the users (including TIPS Participant Party</li> </ul>

## PART E – Description of TIPS forms

	Field	Presence	Description
			<p>administrator users to themselves).</p> <ul style="list-style-type: none"> <li>- <b>PB Configuration manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode, depending on the TIPS Participant's Party choice. It allows the users to manage the information related with the messages subscription and reports configuration.</li>   <li>- <b>PB Liquidity manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode, depending on the TIPS Participant's Party choice. It allows the users to create or delete a limit on a TIPS CMB.</li>   <li>- <b>PB CMB Set-up Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode, depending on the TIPS Participant's Party choice. It allows the user to create, delete or update a CMB.</li>   <li>- <b>PB CMB Manager</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode, depending on the TIPS Participant's Party choice. It allows the payment bank user to modify CMB blocking status and to adjust the CMB limit.</li>   <li>- <b>PB TIPS Query Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes mode only. It gathers privileges that allow the access to information relevant for all users, irrespective of their business function. As some privileges included in the remaining roles might not work properly if the "TIPS Query Manager" is not granted, this role should be granted to all the users.</li>   <li>- <b>PB TIPS Configuration Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode, depending on the TIPS Participant's Party choice. It allows the user to configure DN-BIC Routing.</li> </ul>

## PART E – Description of TIPS forms

	Field	Presence	Description
			<p>- <b>PB Instant Payment Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes mode only. It allows the payment bank to send and receive instant payments.</p> <p>- <b>PB TIPS Liquidity Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes or four-eyes mode, depending on the TIPS Participant's Party choice. It allows the user to instruct outbound liquidity transfers (from TIPS to the RTGS account).</p> <p>- <b>PB TIPS Party Query Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party or TIPS Reachable Party (using form 8050) in two-eyes mode only. It allows the user to search the detailed information on the balance and the status of the TIPS DCA and CMB (if opened).</p> <p>In combination with other roles, the TIPS Party Query Manager role is also used for performing CMB Limit Modifications and for Blocking the CMB.</p> <p>- <b>PB Reachable Party Manager:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes mode only. It allows the user to search the detailed information on the balance and the status of the CMB. The role can be granted to a user who technically belongs to the TIPS Participant Party, but is acting as a Reachable Party.</p> <p>In combination with other roles, the Reachable Party Manager role is also used for performing CMB Limit Modifications and for Blocking the CMB.</p> <p>- <b>PB TIPS-Access:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes mode only. It allows U2A user to access the TIPS GUI.</p> <p>- <b>PB CRDM-Access:</b> this role can be granted by the Central Bank to the TIPS Participant Party in two-eyes mode only. It allows U2A user to access the CRDM GUI. The role should be granted by the Central Bank</p>

## PART E – Description of TIPS forms

	Field	Presence	Description
			Administrator user to the Payment Bank Administrator Users.  The list of privileges included in each role is available in Annex3: Roles for Payment Banks.

### 12.2 TIPS Reachable Party (Form no. 8050)

A user should fill in this form when setting-up a Reachable Party. The set-up is very similar to the one defining a TIPS Participant Party or the Central Bank Party (form 8000). Nevertheless, there are also some important differences. For instance, the form should be signed by the TIPS Participant Party having a contractual relationship with the Reachable Party and not by the Reachable Party itself. The TIPS Participant Party BIC should also be indicated in the header of the form and should be the one submitting the form to its relevant central bank.

In case the TIPS Participant Party and the Reachable Party do not belong to the same central bank, the form 8050 still needs to be collected by the TIPS Participant Party's central bank. Moreover, the Parent BIC of the Reachable Party (indicated in the field 12) needs to be the same as the one from the TIPS Participant Party.

**IMPORTANT:** Although setting up a party always requires defining also party's technical address, this has no practical use for Reachable Parties. This is due to the fact that all the Reports and Notifications can only be sent to the TIPS DCA owner, i.e. to the TIPS Participant Party. Moreover, also technical addresses for instant payments (A2A mode channel) should not be defined for Reachable Parties as the sending/receiving of instant payments can only be configured via TIPS Participant Party offering access to the Reachable Party. Nevertheless, the technical configuration of the CRDM demands a set-up of the technical address for all the parties, therefore central bank needs to define it also for Reachable Parties where a "dummy" DN or a DN of the TIPS Participant Party should be inserted.

#### 12.2.1 Frame Reachable Party

With the exception of fields 11 and 12, the frame "Reachable Party" contains same objects as the frame "Party" in the form 8000. As the header of the form 8050 indicates the TIPS Participant Party, fields 11 and 12 were introduced to indicate the Reachable Party.

## PART E – Description of TIPS forms

**IMPORTANT:** Parties opened for T2S are already visible in the CRDM. Same parties can be used also for TIPS if connected via Party Service Link (section 12.2.2).

	Field	Presence	Description
11	PARTY BIC	M	Entry text field for the BIC-11 of the Reachable Party.
12	PARENT BIC	M	Entry text field for the BIC-11 of the Central Bank of the TIPS Participant Party signing the form.
13	Party Long Name	M	Full name of the party. Required format is: max. 350 characters (SWIFT-x).
14	Party Short Name	M	Short name of the party. Required format is: max. 35 characters (SWIFT-x).
15	Party Type	M	As the form is used for opening a Reachable Party, the Mandatory value of the field is "Payment Bank".
16a	Street	M	Street name of the address of the party. Required format is: max. 70 characters (SWIFT-x).
16b	House Number	M	House number of the address of the party. Required format is: max. 16 characters (SWIFT-x).
16c	Postal Code	M	Postal code of the address of the party. Required format is: max. 16 characters (SWIFT-x).
16d	City	M	City of the address of the party. Required format is: max. 35 characters (SWIFT-x).
16e	State or Province	O	State or Province of the address of the party. Required format is: max. 35 characters (SWIFT-x).
16f	Country Code	M	Country code of the address of the party.

### 12.2.2 Frame Party Service Link

CRDM object Party Service Link is connecting the Party to the Service.

In addition to this, it is also further defining the type of the party. As with the form 8050 the user



## PART E – Description of TIPS forms

can only set-up a TIPS Reachable Party, the field 22 does not offer a choice and is predefined.

	Field	Presence	Description
21	Service	M	Shows the Service which is associated to the Party. As currently there is only one service available in the CRDM, the Mandatory value of the field is "TIPS".
22	Party Type	M	As the form is used for opening a Reachable Party, the Mandatory value of the field is "Reachable Party".

### 12.2.3 Frame Access rights management – Roles (Optional)

Reachable Parties can be, on optional bases, granted with a TIPS Party Query Manager role.

	Field	Presence	Description
31	Roles	O	- <b>TIPS Party Query Manager:</b> this role can be granted by the Central Bank to the TIPS Reachable Party in two-eyes mode only. It allows the Reachable Party's user to search the detailed information on the balance and the status of the objects that the Reachable Party's BIC is authorized on (TIPS DCA or CMB).

### 12.2.4 Frame Authorised Account User (Optional)

	Field	Presence	Description
41	CMB account number	O	<p>In case the Reachable Party agrees to settle in TIPS via CMB, TIPS Participant Party needs to indicate CMB account number in this field. With this information, the central bank will define Reachable Party's BIC as an Authorised Account User on the CMB account.</p> <p>In case the Reachable Party wants to settle in TIPS directly on the TIPS DCA of a TIPS Participant Party (i.e. without using CMB), this field must be left empty. In this case the Reachable Party's BIC needs to be defined</p>

## PART E – Description of TIPS forms

	Field	Presence	Description
			in the frame Authorised Account User in the form 8100.

### 12.3 Main Form for setting a TIPS DCA (Form no. 8100)

With the form 8100 the TIPS Participant Party can open a TIPS DCA and specify Authorised Account User(s) (frame 11.3.3). Optionally, it can also define Message subscription (frame 11.3.2) and the Inbound/Outbound BIC routing (frame 11.3.4).

Every TIPS DCA needs to be linked to a PM account for billing and liquidity management. This link is set-up with form 1500 by the PM account holder (see 3.3.5).

#### 12.3.1 Frame TIPS DCA

The form is designed for opening a TIPS DCA while the setting-up of the TIPS CMBs is under the responsibility of the TIPS Participant Party and is not included in the form<sup>13</sup>. Therefore, the fields 12 and 16 are predefined in this way.

	Field	Presence	Description																		
11	Cash Account Number	M	<p>Unique number identifying the account.</p> <p>Required format is: max. 34 characters (SWIFT-x), According to the following structure (TIPS DCA naming convention):</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Format</th> <th>Content</th> </tr> </thead> <tbody> <tr> <td>Account type</td> <td>1 char. exactly</td> <td>'I' for instant payment account</td> </tr> <tr> <td>Country code of the Central Bank</td> <td>2 char. exactly</td> <td>ISO country code 3166-1</td> </tr> <tr> <td>Currency code</td> <td>3 char. exactly</td> <td>EUR</td> </tr> <tr> <td>Account holder</td> <td>11 char. exactly</td> <td>BIC</td> </tr> <tr> <td>Sub-classification of the account</td> <td>Up to 17 char.</td> <td>Free text</td> </tr> </tbody> </table>	Name	Format	Content	Account type	1 char. exactly	'I' for instant payment account	Country code of the Central Bank	2 char. exactly	ISO country code 3166-1	Currency code	3 char. exactly	EUR	Account holder	11 char. exactly	BIC	Sub-classification of the account	Up to 17 char.	Free text
Name	Format	Content																			
Account type	1 char. exactly	'I' for instant payment account																			
Country code of the Central Bank	2 char. exactly	ISO country code 3166-1																			
Currency code	3 char. exactly	EUR																			
Account holder	11 char. exactly	BIC																			
Sub-classification of the account	Up to 17 char.	Free text																			
12	Cash account type	M	The default value is: "TIPS account".																		

<sup>13</sup> With the exaptation of setting-up an Authorised Account User on the CMB, which is covered by the form 8050.

## PART E – Description of TIPS forms

	Field	Presence	Description
13	Floor Notification Amount	O	Lower threshold for sending the notification message (via DN specified as Technical Address of the TIPS Participant Party). In case this amount is not specified or it is set to zero, no floor notification will be triggered. Required format is: max. 15 digits incl. decimal point (thereof max. 5 decimal places and decimal point). <b>IMPORTANT:</b> The Floor Notification Amount can only be set-up by the central bank (i.e. it cannot be changed by the Payment Bank user).
14	Ceiling Notification Amount	O	Upper threshold for notifying the cash manager (via DN specified as Technical Address of the TIPS Participant Party). In case this amount is not specified or it is set to zero, TIPS will not trigger any ceiling notification. Required format is: max. 15 digits incl. decimal point (thereof max. 5 decimal places and decimal point). <b>IMPORTANT:</b> The Ceiling Notification Amount can only be set-up by the central bank (i.e. it cannot be changed by the Payment Bank user).
15	Currency	M	Only EUR currency can be selected.
16	Linked Account	C	This object needs to be filled-in when opening a CMB. As the form 8100 is used only for opening a TIPS DCA, the field is marked as "Non-Applicable" (N/A) and should not be defined.

### 12.3.2 Frame Message subscription (optional)

When filling-in this frame the user indicates if it subscribes for receiving the message that is informing about the successfully settled inbound liquidity transfer (from the RTGS account to its TIPS DCA). The subscription to the message can be either performed by the central bank (i.e. by filling-in this form) or by TIPS Participant Party users themselves (provided that the appropriate privileges are given to the Party/User).

	Field	Presence	Description
21	Inbound liquidity transfer notification	O	TIPS Participant Party can select whether it wants to receive the notification about the successfully settled inbound liquidity transfer (from RTGS account to TIPS DCA). The following options are possible: - Yes - No

### 12.3.3 Frame Authorised Account User

An authorized account user (AAU) specifies a BIC which is allowed to use the related TIPS DCA for

## PART E – Description of TIPS forms

settlement. Each TIPS DCA can have an unlimited number of AAUs while each BIC can be defined as an AAU only to one TIPS DCA (or CMB). The BICs may belong to the Participant Party itself or to Reachable Parties that have been registered by the Participant Party.

Only central bank can insert AAUs in the CRDM.

**IMPORTANT:** Only TIPS Participant Parties or TIPS Reachable Parties can be defined as AAU!

	Field	Presence	Description
32a - 32l	Authorised Account User BIC	M	Enter BIC(s) of the Authorised Account User(s) for the TIPS DCA defined in the form 8100. BIC(s) need to be registered as a TIPS Participant Party or TIPS Reachable Party.  Required format is: 11 characters (SWIFT-x)

### 12.3.4 Frame Distinguished Name – BIC Routing (optional)

With fields 41-46l users define the inbound/outbound DN – BIC Routing.

The routing can be either defined by the central bank (i.e. by filling-in this form) or by TIPS Participant Party users themselves (provided that the appropriate privileges are given to the Party/User).

In case a TIPS Participant uses the service of an Instructing Party, the Instructing Party's DN is to be inserted and linked to the TIPS Participant's or Reachable Party's BIC(s).

**IMPORTANT:** Please note that all DNs inserted in the DN – BIC Routing tables (inbound and outbound) need to be beforehand defined as technical addresses of the TIPS Participant Party and connected with the Network Service Name.

	Field	Presence	Description
43a - 43l	Certificate Distinguished Name	O	Enter the Distinguished name(s) (DNs) that will be used for sending inbound messages. The DN should be defined as a technical address of the Party.
43a - 43l	BIC	O	Enter the BIC to link it to the chosen Distinguished Name for the purpose of inbound routing. The BIC must be defined as an AAU for the TIPS DCA defined in the form 8100. Required format is: 11 characters (SWIFT-x)
46a -	Certificate Distinguished Name	O	Enter the Distinguished name(s) (DNs) that will be used for receiving outbound messages. The DN should be defined as a technical address

## PART E – Description of TIPS forms

	Field	Presence	Description
46l			of the Party.
46a - 46l	BIC	O	Enter the BIC to link it to the chosen Distinguished Name for the purpose of outbound routing. The BIC must be defined as an AAU for the TIPS DCA defined in the form 8100. <b>IMPORTANT:</b> Each BIC can have only one DN defined for outbound routing. Required format is: 11 characters (SWIFT-x)

### 12.4 Form for TIPS Party Administrator User (Form no. 8200)

The form 8200 is used for defining TIPS Administrator users. Two Administrator users can be defined using one form where the frames in the section 12.4.1 and 12.4.2 are used to define the first one while the frames 12.4.3 and 12.4.4 are in place to define the second one.

Administrator users need to be defined by a higher level on the hierarchical party model (i.e. for a Payment bank the Administrator user is defined by its respective central bank while for the central bank it is defined by the operator – the 4CB).

#### 12.4.1 Frame Administrator User 1

	Field	Presence	Description
11	Login name	M	Login name of the administrator user. As the Login name needs to be unique in TIPS (per environment), it should be defined according with the following structure: I (to indicate that it is a TIPS user) + Country code of the responsible Central Bank (2 characters) + BIC11 of the party + Free text, determined by the payment bank and up to 21 characters.
12	Name	M	Name of the administrator user. Required format is: max. 127 characters (SWIFT-x).

## PART E – Description of TIPS forms

13	System User Reference	M	<p>Unique system user reference (SUR) associated to the user.</p> <p>As the SUR needs to be unique in TIPS (per environment), it should be defined according with the following structure: I (to indicate that it is a TIPS user) + Country code of the responsible Central Bank (2 characters) + BIC11 of the party + Free text, determined by the payment bank and up to 21 characters.</p>
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### 12.4.2 Frame User's Distinguished Name 1

	Field	Presence	Description
14a	Certificate Distinguished Name	M	<p>Distinguished name of the certificate that has to be linked to the user that will be connecting via U2A.</p> <p>The DN is composed of couples of attribute=value separated by commas with a blank space after the comma. The format for the DN should be uppercase for the attributes whilst the value should be in lowercase.</p> <p>Required format is: max 256 characters (UTF8 except '&gt;', '&lt;', '&amp;').</p>
14b	Default	O	<p>Boolean value that specifies whether the reported certificate is the default one for the selected user or not.</p>

### 12.4.3 Frame Administrator User 2

	Field	Presence	Description
11	Login name	M	<p>Login name of the administrator user.</p> <p>As the Login name needs to be unique in TIPS (per environment), it should be defined according with the following structure: I (to indicate that it is a TIPS user) + Country code of the responsible Central Bank (2 characters) + BIC11 of the party + Free text, determined by the payment bank and up to 21 characters.</p>
12	Name	M	<p>Name of the administrator user.</p> <p>Required format is: max. 127 characters (SWIFT-x).</p>

## PART E – Description of TIPS forms

13	System User Reference	M	<p>Unique system user reference (SUR) associated to the user.</p> <p>As the SUR needs to be unique in TIPS (per environment), it should be defined according with the following structure: I (to indicate that it is a TIPS user) + Country code of the responsible Central Bank (2 characters) + BIC11 of the party + Free text, determined by the payment bank and up to 21 characters.</p>
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### 12.4.4 Frame User's Distinguished Name 2

	Field	Presence	Description
14a	Certificate Distinguished Name	M	<p>Distinguished name of the certificate that has to be linked to the user that will be connecting via U2A.</p> <p>The DN is composed of couples of attribute=value separated by commas with a blank space after the comma. The format for the DN should be uppercase for the attributes whilst the value should be in lowercase.</p> <p>Required format is: max 256 characters (UTF8 except '&gt;', '&lt;', '&amp;').</p>
14b	Default	O	<p>Boolean value that specifies whether the reported certificate is the default one for the selected user or not.</p>

### PART F – Description of registration procedures

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## 13 Registration procedures

### 13.1 Roles and responsibilities

- ❖ **Central Banks** (CBs) are responsible for
  - the collection of forms for their banking community
  - making the consistency checks on the data provided in the forms and some additional checks (e.g. Allowance for being direct/indirect participation or ancillary system, “group” recognition for Liquidity pooling/multi-addressee access)
  - entering/updating the static and reference data for their banking community (i.e. participants who have their legal entity located in the country of the Central Bank)
  - forwarding the forms to another Central Bank in case of cross-border arrangements (e.g. Indirect participation, Liquidity pooling, co-management, AS settlement, T2S DCA holders linked to PM accounts under the responsibility of another central bank, cross-border LM link for TIPS).
- ❖ **Direct Participants** are responsible for their own registration (forms no. 1000 + 1015) and the registration of all entities for which they provide access to TARGET2:
  - Indirect participants (Forms no. 4000)
  - Addressable BICs (Form no. 1013 and 4013)
  - Multi-addressee access (form no. 1013)
  - Co-managed HAM accounts (Forms no. 5100 and 1102)
- ❖ **Direct participants (via internet)** are responsible for their own registration (forms no. I-1000 +1012 + 1015) and application for electronic certificates.
- ❖ **Ancillary Systems** are responsible for their own registration (forms no. 2000 + 2015) using the features of the SSP which corresponds to their needs. If the Ancillary System Interface is used, the AS has to



## PART F – Description of the Registration procedures

- provide the list of the direct participants taking part of the settlement of the AS (settlement banks – Form no. 2001)
- collect the mandates (forms no. 2002) from all their settlement banks and to forward them to its responsible Central Bank
- If a sub-account is needed (AS using standard settlement procedure 6), the **settlement banks** have to fill in a specific form (form no. 1014 or I-1014) to open this account.

Note: *As a sub-account is dedicated to maximum one AS, a specific registration form is needed for each sub-account a participant might need.*

- ❖ **HAM account holders** are responsible for their own registration (forms no. 5xxx) regardless of their type of participation in PM (direct, indirect or none)
- ❖ **CB customers** are responsible for their own registration (forms no. 6xxx).
  - Credit institutions that have to meet - even if indirectly - the reserve requirement not being a TARGET2 participant (direct or indirect) nor having an HAM account are responsible for their own registration (forms no. 5000 for entering the legal entity and participant data and form no. 5300)
- ❖ Directly connected parties (DCPs) and Indirectly connected parties (ICPs) are responsible for their own registration (forms no. 7xxx).
- ❖ **TIPS Participant Parties** are responsible for their own registration as well as for registration of **TIPS Reachable Parties** (forms no. 8xxx).

### 13.2 SWIFT e-ordering vs. collection of static data

Registering for TARGET2 requires that direct participants register separately with SWIFT and their respective Central Bank.

The SWIFT registration will enable participants to get the appropriate services designed by SWIFT for TARGET2. It will be done electronically via the [SWIFT](#) website, based on an electronic form developed by SWIFT especially for TARGET2 (so called: "e-ordering" or e-MSSF for electronic Messaging Services Subscription Form). Central Banks will be involved in the validation of all registration requests together with SWIFT and the 3CB.

The collection of Static Data is a prerequisite for participants to get access to the Single Shared Platform. The forms will be made available to the participants by their respective Central Banks. The forms will be filled in electronically, printed and signed and then sent to the responsible Central Bank. Central Banks will use the forms to input the static data of the respective participant into the Static Data module of the SSP via the ICM.

## PART F – Description of the Registration procedures

Although these are two completely separated processes, the information provided via the SWIFT e-ordering and via the SSP forms have to be consistent. Central Banks will have to perform a set of consistency checks between SWIFT e-ordering and SSP forms before the validation of the e-ordering and the entering of static data in the system.

Those consistency checks will concern:

- Consistency of CUG (Closed User Groups) registration via SWIFT as regard to the type of participation requested via the forms
- Consistency of the DNs (Distinguished Names) addresses for routing SWIFTNet traffic via FileAct/InterAct Store-and-forward as regard to the DN address provided in the forms for receiving the TARGET2 directory (direct participants), or Notification Files from the ASI for Ancillary Systems.
- Consistency of the DN indicated for SWIFTNet real time services and the one provided in the form for accessing ICM
- In addition the CB - in the e-ordering approval process - should assign the participant to a group of roles (group of RBAC - Role Based Access Control) accordingly to the type of participation requested via the forms.

### 13.2.1 CUG registration

3 CUG registrations are possible for participants: TGT (PM) TGH (HAM) and TGC (CB customers)

- Direct PM participants should be registered in the CUG TGT
- HAM participants should be registered in the CUG TGH
- Co-managers should be registered in TGT and TGH (FIN users)
- Central Banks' customers should be registered in TGC
- Ancillary systems using only ASI don't need to be registered in any of these CUGs.

*Note: If a co-manager uses only the ICM, the registration in TGH is not necessary.*

*Note: The registration in a CUG at SWIFT is based on the BIC8 while the SSP registration considers the BIC11. Therefore, one registration in the CUG can possibly lead to many registrations as SSP participant.*

### 13.2.2 RBAC Roles

RBAC roles selected via SWIFT should be consistent with the type of participation requested via the SSP forms. Central Banks are involved in the assessment of the correctness of selected RBAC roles' group as regard to the modules (PM, HAM, SF, RM, ASI) or the functionalities (Liquidity Pooling, Co-management, Collateral Management – only for some Ancillary Systems allowed by their CB to act as Collateral Manager otherwise this role is bored by the CB itself) the user will effectively use.

Note: Upon validation of the e-ordering request, the CB will have to assign the user to a "participant group" (e.g. PM user, HAM user, A2A user). This will allow the participant to select the corresponding RBAC roles and to assign them to its users.

### 13.2.3 Distinguished Names (DNs)

Direct Participants will have to indicate at least two DN in the SSP forms:

- DN address where they want to have the TARGET2 directory updates sent by the SSP in push mode to be posted.
- DN to access the ICM

Central Banks will have to check that the DN to receive the TARGET2 directory (weekly updates – push mode) is consistent with the DN structure that has been declared to SWIFT by this participant for the PAPSS Store-and-Forward traffic. In case of an Ancillary System the DN address for receiving files from the ASI in indicated in the form must be consistent with the DN structure as declared to SWIFT by the AS for the PAPSS Store-and-Forward traffic.

Concerning the DN for accessing the ICM, it has to comply with the structure of the DN for the PAPSS real time services. It is a suffix DN (a DN without common name, only with the o= and ou= levels).

Direct participants via internet have to indicate a so-called Virtual DN for their ICM access. Virtual DN is a suffix DN, where first ou= level is always ou=ibp for all direct participants connected to ICM via internet.

### 13.3 Procedures applicable to the registration

#### 13.3.1 General principles

The collection of Static Data is a prerequisite for participants to get access to the Single Shared Platform. The forms will be made available to the participants by their respective Central Banks. The forms will be filled in electronically, printed, signed and sent to the relevant Central Bank. Central Banks will use the forms to input the static data of the respective participant into the Static Data module of the SSP via the ICM.

In case of cross-border arrangement, more than one Central Bank is possibly involved in the overall process of registration. This is likely to be the case when one of the following functionalities is used by a group of TARGET2 participants:

- Liquidity pooling
- Ancillary System settlement
- Co-management of HAM accounts
- Indirect participation

The original version of the form(s) will be remitted to the responsible Central Banks of the participant taking part of the cross border arrangement and a copy of the form will be remitted to the participant responsible for the arrangement, i.e.:

- The GoA manager or,
- The Ancillary System or
- The Co-manager or
- The direct participant.

This “*leading*” participant will be responsible for collecting these forms from the other participants taking part of the arrangement and to submit them to its responsible Central Bank.

- The GoA manager:
  - 1017 – Liquidity Pooling – GoA Members
- The Ancillary System:
  - 2002 – Debit mandate for AS settlement

## PART F – Description of the Registration procedures

- + a copy of the original form no. 1014 or I-1014 – Sub-account for dedicated liquidity (if needed)
- The direct participant:
  - 4000 – Main form for indirect participants (copy of the original)
  - 4013 - Addressable BIC – Branch of indirect participant (copy of the original)
- The Co-manager:
  - 1102 – Co-management form (for each co-managed HAM account)
  - + a copy of the forms no. 5000, 5100 or I-5000, I-5100 (for each co-managed HAM account)

The Central Bank of the "leading" participant will be responsible for dispatching of the forms to the other Central Banks involved in the registration process for entering the static data needed for the arrangement to be put in place. The responsible Central Banks will regularly inform the "*leading*" participant of the status of the registration process.

### 13.3.2 Procedures applicable to Liquidity pooling

Credit Institutions within the same group are entitled to jointly make use of the liquidity pooling functionality. For further information please refer to UDFS book1, chapter 2.5.5 Pooling of liquidity.

Because the liquidity pooling function is an optional service the related SSP forms (no. 1016 and 1017) are also optional.

The Payments Module offers liquidity pooling services, relying on the "group of accounts" structure. A group of accounts consists of one or several PM account(s) in the books of one or several Central Bank(s). **TARGET2 offers two variants for the pooling of liquidity:**

- Virtual Account (only for euro area participants) or Aggregated Liquidity.
- Consolidated Account Information (also available to participants from non-euro area countries)

If a group of direct participants wants to pool their liquidity they can decide to use one of the two variants or a combination of both.

## PART F – Description of the Registration procedures

- the SSP form “1016 Pooling of Liquidity – GoA Manager” has to be used by the GoA manager and sent to its responsible Central Bank.
- the PM account of the GoA Manager is assigned as Main Account of the GoA and the GoA ID is created by the CB
- possibly, in case of a Consolidated account Information, the list of the embedded Virtual account(s) must also be provided
- the GoA members have to complete a form (no. 1017) and send it to their responsible Central Bank + a copy to the GoA Manager
- additionally, the GoA Manager has to provide its responsible CB with the whole package of forms No 1017 from the various GoA Members.
- The responsible Central Bank (the CB where the main PM account is kept) has to:
  - Check the consistency of the data provided by the GoA manager and to assess the recognition as a group of all the designated members of the Group of Account
  - Create the “GoA ID” and communicate it to the GoA manager (the information is mandatory for the GoA members for filling the form no. 1017). The GoA ID must start with the Country Code of the responsible CB to ensure it is unique over the system.
  - Assign as GoA members the PM accounts of the direct participants from its banking community
  - Possibly assign the Virtual Account to a Consolidated Account Information, if specifically requested by the (VA) GoA Manager (in Form no. 1016 – field 25)
  - forward the forms to the other responsible Central Banks of the GoA members not belonging to its banking community (if any)
  - inform the GoA Manager of the completion of the set-up of the Group of Accounts
- The other responsible Central Bank(s) has (have) to:
  - assign as GoA members the PM accounts of the direct participants from its (their) respective banking community
  - inform the Central Bank of the GoA manager of the completion of the registration on its (their) side

### 13.3.3 Procedures applicable to Ancillary System registration

Ancillary Systems (AS) have the possibility either to settle via a standard interface of the SSP (the ASI) or to use clean payments (or a combination of both) for their business. In any case, the AS must be registered as such (using the main form for AS no. 2000) in the SSP. If the AS will be using the payment interface for its business, it will be also registered as a direct participant in PM. No particular procedure would apply; the Ancillary System is treated as any other direct participant.

The following procedure applies only to those AS relying on the standard Ancillary System Interface (ASI) for their settlements

All forms needed for the registration of the Ancillary System will have to be collected by the AS itself, including the forms to be filled by the settlement banks (Form No 2002 and No 2004). The AS will be responsible to submit the whole package of forms to its responsible Central Bank.

The Central Bank of the Ancillary System (AS) is responsible of the collection of all the data needed to set up the AS in the system:

- AS BIC
- Settlement procedure(s) used
- Technical/Technical – procedure 6 real-time Account(s) used – if any
- List of settlement banks

The responsible CB of the AS will then collect all the forms from the AS:

- (1) Form no. 2000 – Main form
- (1+) Form no. 2001 – List of Settlement Banks
- (X) Forms no. 2002 – Debit mandate for AS settlement (one per settlement bank)
- Optionally, (0-1) Form no. 1000 – AS technical account
- Optionally, (X) Forms no. 2003 - Application on Cross-AS settlement
- In case of an real-time ASI, the AS needs to register technical account – procedure 6 real-time with the form No 1000
- In case of an interfaced AS using settlement procedure 6, the Settlement Banks have to provide the form No 1014 for the registration of a sub-accounts to their respective CB (and possibly a copy of the original form to the AS)

## PART F – Description of the Registration procedures

- The creation of the AS triggers automatically the creation of a Legal Entity with the same BIC-11<sup>14</sup> (only in case AS was not already registered using other procedures)
- One AS can make use of several settlement procedures (but only one list of settlement banks can be defined at the level of the AS)
- In case procedure 4 or 5 would be used, the AS should use a specific technical account dedicated to this procedure.
- In case procedure 4 or 5 would be used in combination with the guarantee mechanism, the AS should ensure that the guarantee account is created. This guarantee account can be owned by the ASD, or the CB or a third party (guarantor).
- In case AS will start using procedure 6 real-time and was previously already registered to use any other procedure available (including procedure 6 interfaced and previously used procedure 6 integrated), AS needs to fill out all the required forms same as the AS that is registering the first time. Therefore, this AS needs to fill out the form (i) no. 1000, indicating creation of the technical account – procedure 6 real-time, form (ii) no. 2000, indicating Ancillary System type “Clearing House” form (iii) no. 2001, indicating The only difference is that for the AS that was already registered to use any other procedure available, registration for procedure 6 real-time does not trigger the creation of a Legal Entity as the latter is already created.
- The responsible CB of the AS has to enter the list of settlement banks (SB) for the AS on the basis of the BICs provided in the form no. 2001 and for each settlement bank, to check that a mandate (form no. 2002) exists and whether it is signed by both parties (namely the AS and the SB).
- In case AS requires that monthly billing is debited from another account, the form no. 2004 needs to be filled out and delivered to the responsible CB. The mandate is possible only between two entities registered in the same CB (no cross-border mandate is possible).
- In case the SB is a direct participant having its PM account with another CB, the responsible CB of the AS has to forward the mandate to the relevant CB for signature check
- The other CB(s) has (have) to check the signatures on the forms (no. 2002) and in case a sub-account is needed, check the signature of form no. 1014 or I-1014 (the original one) and create the sub-account for the requesting settlement bank.
- The AS will be informed by its responsible CB on the completion of the registration process.

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<sup>14</sup> In case of an AS acting also as a credit institution it is necessary to create the AS and the related Legal Entity first. Only afterwards the direct participant of the AS will be created and assigned to the same Legal Entity.



### 13.3.4 Procedures applicable to the co-management of HAM accounts

A HAM Account holder has the possibility to designate another Credit Institution as the Co-manager of its account in HAM.

Each Co-Managed HAM account Holder has to mention the BIC of the Co-Manager (as well as the country code of the responsible CB) in the respective form (form no. 5100) submitted to the responsible Central Bank (CC: copy of the original to the Co-manager)

Then, the Co-manager has to submit to its responsible CB all the co-management forms (no.5100 and 1102) filled by the respective co-managed HAM account holders.

The responsible CB of the co-manager:

- checks the signatures on the forms and assign the co-managed HAM accounts to the co-manager for those HAM participants under its responsibility (if any). In addition, the notification messages for debit/credit (MT900 / MT910) and balance report (MT940 or MT950) used by the co-manager will be selected (as indicated in the form no. 1000)
- forwards a copy of the forms no. 5100 or I-5100 and 1102 to the other relevant CBs for checking the signatures and entering the static data (those CBs should have received the original of the form no. 5100 or I-5100).
- Each other NCB concerned will check the signature on the Form no. 5100 or I-5100 and 1102, open a HAM account and assign the co-managed HAM account to the designated Co-manager (as indicated in the form no. 5100 or I-5100 – field 21) and inform the CB of the Co-manager on completion of the registration process.
- The CB of the Co-manager will inform the later that the co-management relationship is in place.

### 13.3.5 Procedures applicable to indirect participants

**Direct Participants** are responsible for their own registration (form no. 1000 + 1015) and the registration of all entities for which they provide access to TARGET2, including indirect participants. Therefore, the forms for indirect participants (form 4000, 4013) might be filled by the indirect participant or directly by the direct participant but they will be submitted in any case by the direct participant to its responsible CB.

*Branches of a direct participant should be registered as "addressable BIC - branch of direct participant" in the TARGET2 directory. This would correctly reflect a legal concept whereby the*

## PART F – Description of the Registration procedures

*branches do not form a separate legal entity and are part of the direct participant. This would also be in line with the definition of 'addressable BIC holder' of the TARGET2 Guideline. Moreover, there should be no difference between domestic or foreign branch. In the same vein, branches should not be registered as indirect participants in the static data forms.*

*By contrast, only EEA-credit institution which is not part of the legal entity of the direct participant (i.e. different legal entities) and a foreign branch submitting payment orders and receiving payments via the direct participant different from its "parent" credit institution would be qualified as indirect participant and registered as "indirect participants" in the TARGET2 directory. The branches of such indirect participant would be registered as "addressable BIC - branch of indirect participant".*

The registration of correspondents or multi-addressee access follows a different process as there is no static data to be entered specifically for those entities except the wildcard rule which will generate the entries in the TARGET2 directory.

If a Legal Entity for the indirect participant is required, it has to be created by the CB where the credit institution is located (in the EEA) in the name of the local branch to allow the further creation of an account in HAM and/or SF and/or to set-up this participant in RM.

- The direct participant will submit its registration forms (1xxx) together with the main form of its related indirect participants (form 4000 and possibly 4013).
- The CB in charge of the Indirect Participant might have some additional registrations to undertake for this entity (i.e. HAM/SF/RM or PHA). The local branch is responsible for this additional registration and will have to register separately and sign the forms requested by the responsible CB (e.g. the local branch of a foreign bank being indirect participant of its Head office for which a HAM account is open locally for compulsory reserves/cash withdrawals operations).

### **13.3.6 Procedures applicable to addressable BICs and Multi-addressee access**

**Direct Participants** are responsible for their own registration and the registration of all entities for which they provide access to TARGET2, including their branches to which they provide a multi-addressee access or correspondent banks (addressable BICs). Addressable BICs and Multi-addressee access are not registered as "Participants" in the static data of the SSP but are "only" included in the TARGET2 directory via a wildcard rule. To set up a wildcard rule for the inclusion of addressable BICs and/or multi-addressee access in the TARGET2 directory the form no. 1013 has to be used by the direct participant (and possibly no. 4013 for branches of an indirect participant).

- The direct participant will submit its registration forms (1013 and possibly 4013 on behalf of

## PART F – Description of the Registration procedures

its indirect participants) to the Central Bank where its PM account is located.

- The responsible CB will enter the wildcard rule set in the form no. 1013 (and possibly 4013) in the Static Data of the SSP via the ICM.

**Modification of a wildcard rule: The wildcard rules set groups the different wildcard rule lines as a single item. From a static data point of view wildcard rule lines are not managed individually but only as a whole. Therefore the modification of a wildcard rule line is considered as a modification of the whole wildcard rule set.**

### 13.3.7 Conflicting registration of correspondent banks/ indirect participants

The TARGET2 directory allows only a single relationship between an addressable BIC/indirect participant and the direct participant which provide the access to TARGET2. It is therefore possible that 2 or more participants will send conflicting registration to their Central Banks. Then two cases have to be considered:

- Case A: Conflicting registration requests with an existing record in the TARGET2 directory
- Case B: Conflicting registration request concerning a new BIC in the TARGET2 directory

**Case A:** If it is the case (the addressable BIC/indirect participant) is already registered in the TARGET2 directory in relationship with another direct participant, then the requesting participant will have to contact the other direct participant to inform that the routing instruction for the correspondent will change.

The participant owning the record, if he agrees, will then have to fill a form to request the deletion of the existing relationship and will submit this form to its Central Bank (where it has its PM account) and a copy to the other direct participant requesting the registration of the new relationship.

The requestor will then forward its own form for the registration of the correspondent as addressable BIC/indirect participant together with the copy of the form for deletion of the former relationship filled by the other participant.

**Case B:** If the addressable BIC/indirect participant is not present in the TARGET2 directory at the time when the direct participant makes the check, he will simply send a form to its responsible CB for the registration of a new addressable BIC/indirect participant. Still that a conflict could happen if during the same week another (others) participant(s) would request the registration of the same BIC as addressable BIC/indirect participant. In such case, one CB will be allowed to create the new record and the others will be rejected. Those who have been rejected will inform the banks on the

## PART F – Description of the Registration procedures

conflicting registration situation. It is up to the Banks to reach an agreement between themselves on which bank should take the record. Then 2 cases will be considered:

- The record that has been created remains valid: nothing to do then just keep it!
- The first record is not the one to be kept: then the procedure to handle conflicting registration with an existing record (case A) would apply.

### 13.3.8 Procedures applicable to registration of groups for banking group monitoring

Direct (SWIFT based) participants in TARGET2 have to provide to their Central Banks information concerning their organisational status. More specifically they have to report whether

- They are belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline;
- They are a single institution and are not belonging to a banking group following the definition of groups as laid down in annex II of the TARGET Guideline.

As the provision of the above mentioned information is mandatory, participants have to use either form no. 1019 or form no. 1020.

The Payments Module offers liquidity pooling services, relying on the "group of accounts" structure. The functionality of the banking group monitoring (BGM) is following the concept of the liquidity pooling service. A group for banking group monitoring consists of

- one or several PM account(s) and/or
- one or several virtual account(s) and/or
- one or several group(s) of consolidated account information

in the books of one or several CB(s).

- The SSP form "1019 Banking group monitoring – Main account holder" has to be used by the main account holder and sent to its responsible Central Bank.

The main account holder is typically the head office or the regional headquarter for non-EU banks. However, there might be cases (e.g. after a merger, cooperative structures) where this is not evident and hence other criteria have to be applied for determining the main account holder. Objective criteria could be, for example, the group member in practice managing the liquidity of the banking group, the

## PART F – Description of the Registration procedures

group member typically participating in the monetary policy operations or the group member generating the highest turnover in TARGET2.

- When creating the BGM the BGM ID is created by the CB
- In case it is applicable, the list of the embedded Virtual account(s), group(s) of consolidated account information must also be provided
- The BGM members have to complete a form (no. 1020) and send it to their responsible Central Bank + a copy to the main account holder
- Additionally, the main account holder has to provide its responsible CB with the whole package of forms No. 1020 from the various GoA Members.
- The responsible Central Bank (the CB where the main account is kept) has to:
  - Check the consistency of the data provided by the main account holder
  - Create the "BGM ID" and communicate it to the main account holder (the information is mandatory for the BGM members for filling the form no. 1020). The BGM ID must start with the Country Code of the responsible CB to ensure it is unique over the system.
  - Assign as BGM members the PM accounts of the direct participants belonging to its own banking community
  - If applicable assign a Virtual Account / Consolidated Account Information to the BGM
  - forward the forms to the other responsible Central Banks of the BGM members not belonging to its banking community (if any)
  - inform the main account holder of the completion of the set-up of the BGM
- Central Banks having banking group members in their banking community have to:
  - assign as BGM members the PM accounts of the direct participants from their respective banking community
  - inform the Central Bank of the main account holder of the completion of the registration on their side

### 13.3.9 Procedures for setting-up TIPS Party and Instructing Party

When configuring a Payment Bank party in TIPS, its participation needs to be defined first. In case opening a TIPS Participant Party, mandatory fields in the form 8000 should be filled-in.

After setting-up a TIPS Participant Party, the user should fill in all mandatory fields of the form 8100 for opening a TIPS DCA. In addition to this DNs that can send/receive messages related to instant payments need to be specified. This action can be performed either by the TIPS Participant Party itself (providing appropriate privileges were granted to the party) or by instructing the set-up to the respective central bank (using the form 8100).

Additionally, parties should define Administrator User(s) (using the form 8200) that are created by the respective central bank and are granted with certain sets of privileges that allow them to manage other users of the party.

In case of opening a Reachable Party, the TIPS Participant Party with a contractual relationship with the Reachable Party needs to fill-in all the mandatory fields in the form 8050 and submit it to its respective central bank. If the Reachable Party is to be connected directly to the TIPS Participant Party's DCA, the Authorised Account User of the Reachable Party needs to be defined in the form 8100. If the Reachable Party is to be connected via the CMB, the entire configuration needs to be performed by the TIPS Participant Party (i.e. opening a CMB and defining DN-BIC routings) except for the AAU link which needs to be defined with the form 8050 and is inserted by the respective central bank.

In case a Payment Bank wants to define an Instructing Party for sending/receiving instant payments, it needs to insert its DN in the Distinguished Name – BIC Routing tables. This action can be performed either by the TIPS Participant Party (provided appropriate privileges were granted to the party) or by instructing the set-up to its respective central bank (using the form 8100 – inbound/outbound DN – BIC Routing). Moreover, a Payment Bank can also define Instructing Party's DN as an Technical address (reports/notifications) of the party. In this case, the Instructing Party will be receiving subscribed TIPS Reports and Notifications.

**IMPORTANT:** In order to provide Instructing Party's DN with the right set of privileges for sending/receiving instant payments, DN needs to be linked to a user via User Certificate Distinguished Name Links in the CRDM. In addition, the user needs to be granted with appropriate privileges/roles in order to be able to instruct/receive messages related to instant payments. This configuration should be performed by the Payment Bank.

# Annexes

## 12. Annexes

### 12.1 Annex1: Institutional Sector Code

## 14 Annexes

### 14.1 Annex1: Institutional Sector Codes

Institutional Sectors are defined in the paragraphs 2.17 to 2.101 of the Council Regulation (EC) No 2223/96 of 25 June 1996 on the European system of national and regional accounts in the Community. The following table provides the list of Institutional Sector Codes:

Sectors and sub-sectors		Public	National Private	Foreign Controlled
Non-financial corporations	S.11	S.11001	S.11002	S.11003
Financial corporations	S.12			
Central Bank	S.121			
Other monetary financial institutions	S.122	S.12201	S.12202	S.12203
Other financial intermediaries, except insurance corporations and pension funds	S.123	S.12301	S.12302	S.12303
Financial auxiliaries	S.124	S.12401	S.12402	S.12403
Insurance corporations and pension funds	S.125	S.12501	S.12502	S.12503
General government	S.13			
Central government	S.1311			
State government	S.1312			
Local government	S.1313			
Social security funds	S.1314			
Households	S.14			
Employers (including own account workers)	S.141+S.142			
Employees	S.143			
Recipients of property incomes	S.1441			
Recipients of pensions	S.1442			
Recipients of other transfer incomes	S.1443			
Others	S.145			
Non-profit institutions serving households	S.15			
Rest of the world	S.2			
The European Union	S.21			
The member countries of the EU	S.211			
The institutions of the EU	S.212			
Third countries and international organisations	S.22			

## 14.2 Annex2: T2S roles for Payment Banks

Role	Class of Privileges	Privilege Short Name	Privilege Name	Privilege available in A2A mode?	
<b>PB Access rights administrator - Basic</b>	Access Rights Management	ARM_AdministerParty	Administer Party	No	
		ARM_GrantPrivilege	Grant Privilege	No	
		ARM_GrantRole	Grant/Revoke Role	No	
		ARQ_GrantedRolesListQuery	Granted Roles List Query	No	
		ARQ_GrantedSysPrivilegesListQuery	Granted System Privileges List Query	No	
		ARQ_GrantObjectPrivilegesListQuery	Granted Object Privileges List Query	No	
<b>PB Access rights administrator - Advanced</b>	Access Rights Management	ARM_CreateCertificateDN	Create Certificate Distinguish Name	No	
		ARM_CreateUser	Create User	No	
		ARM_CreateUserCertificateDNLink	Create User Certificate Distinguish Name Link	No	
		ARM_DeleteCertificateDN	Delete Certificate Distinguish Name	No	
		ARM_DeleteUser	Delete User	No	
		ARM_DeleteUserCertificateDNLink	Delete User Certificate Distinguish Name Link	No	
		ARM_RevokePrivilege	Revoke Privilege	No	
<b>PB Configuration manager</b>	Network Configuration	NCO_CreateRouting	Create Routing	No	
		NCO_DeleteRouting	Delete Routing	No	
		NCO_UpdateRouting	Update Routing	No	
	Report Configuration	RCO_CreateReportConfiguration	Create Report Configuration	No	
		RCO_DeleteReportConfiguration	Delete Report Configuration	No	
		RCO_UpdateReportConfiguration	Update Report Configuration	No	
	Message Subscription	MSU_CreateMessageSubscriptionRule	Create Message Subscription Rule	No	
		MSU_CreateMessSubsRuleSet	Create Message Subscription Rule Set	No	
		MSU_DeleteMessageSubscriptionRule	Delete Message Subscription Rule	No	
		MSU_DeleteMessSubscriptionRuleSet	Delete Message Subscription Rule Set	No	
		MSU_UpdateMessageSubscriptionRule	Update Message Subscription Rule	No	
	<b>PB Reading role</b>	Access Rights Queries	ARQ_AccessRightsQueries	Access rights query	No
			ARQ_CertificateDNQuery	Certificate Query	No
			ARQ_PrivilegeQuery	Privilege Query	No
ARQ_RoleListQuery			Role List Query	No	
ARQ_T2SSysUserQueryT2SActorQuery			T2S System User Query (T2S Actor Query)	No	
ARQ_UserCertifDNLinkQuery			T2S System User Link Query	No	
Party Data Queries		PDQ_PartyAudTrailQuery	Party Audit Trail Query	Yes	
		PDQ_PartyReferDataQuery	Party Reference Data Query	Yes	
		PDQ_PartyListQuery	Party List Query	Yes	
		PDQ_PartyReferDataQuery	Party Refer Data Query	Yes	
		PDQ_RestrictedPartyQuery	Restricted Party Query	Yes	
Network Configuration Queries		NCQ_NetworkServiceListquery	Network Service List query	No	
		NCQ_RoutingListQuery	Routing List Query	No	
		NCQ_DisplayTechAddressNetSerLink	Technical Address Network Service Link Details Query	No	
		NCQ_T2SBICQuery	T2S BIC Query	No	
Message Subscription Queries		MSQ_MessSubscrRuleSetListQuery	Message Subscription Rule Set List Query	No	
		MSQ_MessSubscrRuleListQuery	Message Subscription Rule List Query	No	
		MSQ_MessSubscrRuleSetDetailQuery	Message Subscription Rule Set Details Query	No	
Scheduling Queries		SCQ_EventTypeListQuery	Event Type List Query	No	
		SCQ_EventTypeDetailsQuery	Event Type Details Query	No	
	SCQ_OperatingDayTypeListQuery	Operating Day Type List Query	No		
	SCQ_OperatingDayTypeDetailsQuery	Operating Day Type Details Query	No		



		SCQ_ClosingDayQuery	Closing Day Query	No
		SCQ_DefaultEventSchedDetailsQuery	Default Event Schedule De-tails Query	No
		SCQ_CurrStatusOfT2SSettlDay	Current Status of the T2S settlement day	Yes
		SCQ_T2SCalendarQuery	T2S Calendar Query	Yes
		SCQ_T2SDiaryQuery	T2S Diary Query	Yes
	Static Data Queries	SDQ_PartialSettlThresholdQuery	Partial Settlement Threshold Query	No
		SDQ_CountryQuery	Country Query	No
		SDQ_CurrencyQuery	Currency Query	No
		SDQ_ToleranceAmountQuery	Tolerance Amount Query	No
		SDQ_LiqTranOrdOfLiqTranOrdLinkSetQ	Liquidity Transfer Order of Liquidity Transfer Order Link Set Query	Yes
		SDQ_ResidualStaticDataAudTrailQuery	Residual Static Data Audit Trail Query	No
	Security Data Queries	SDQ_SystemEntityQuery	System Entity Query	No
		SEQ_ISINListQuery	ISIN List Query	Yes
	Report Configuration Queries	SEQ_SecuritiesReferDataQuery	Securities Reference Data Query	Yes
		RCO_ReportConfigDetailQuery	Report Configuration Details Query	No
	Report Queries	RCO_ReportConfigListQuery	Report Configuration List Query	No
		RCO_ReportListQuery	Report List Query	No
	Dynamic Data queries	RCO_ReportDetailsQuery	Report Details Query	Yes
		DDQ_DataChan-BusinessObjDetailQuery	Data Changes of a Business Object Details Query	No
		DDQ_DataChan-BusinessObjListQuery	Data Changes of a Business Object List Query	No
		DDQ_BroadcastQuery	Broadcast Query	No
		DDQ_InboundFilesDetailsQuery	Inbound Files Details Query	No
		DDQ_InboundFilesListQuery	Inbound Files List Query	No
		DDQ_InboundMessDetailsQuery	Inbound Message Details Query	No
		DDQ_InboundMessListQuery	Inbound Message List Query	No
		DDQ_OutboundFilesDetailsQuery	Outbound Files Details Query	No
		DDQ_OutboundFilesListQuery	Outbound Files List Query	No
		DDQ_OutboundMessDetailsQuery	Outbound Message Details Query	No
		DDQ_OutboundMessListQuery	Outbound Message List Query	No
	T2S Dedicated Cash Account Data Queries	DCQ_CMBDetailsQuery	CMB Details Query	No
		DCQ_CMBListQuery	CMB List Query	No
		DCQ_ExtRTGSAccountDetailsQuery	External RTGS Account Details Query	No
		DCQ_ExtRTGSAccountListQuery	External RTGS Account List Query	No
		DCQ_T2SDedicCashAccAudTrailQuery	T2S Dedicated Cash Account Audit Trail Query	Yes
		DCQ_T2SDedicatedCashAccListQuery	T2S Dedicated Cash Account List Query	Yes
		DCQ_T2SDedicCashAccReferDataQuery	T2S Dedicated Cash Account Reference Data Query	Yes
<b>PB CMB manager</b>	T2S Dedicated Cash Account Data	DCA_CreateCreditMemorandumBalance	Create Credit Memorandum Balance	No
		DCA_DeleteCreditMemorandumBalance	Delete Credit Memorandum Balance	No
		DCA_UpdateCreditMemorandumBalance	Update Credit Memorandum Balance	No
<b>PB Liquidity manager</b>	Settlement General	SIG_SIUIP	Send new instruction using a specific Instructing Party	Yes
		SIG_LIPRP	Link to an Instruction/Pool Reference belonging to a specific Party	Yes
	Cash Management	CAM_ASRCA	Amend Process Indicator Settlement Restriction on Cash on a Dedicated Cash Account	Yes
		CAM_CSRCA	Cancel Settlement Restriction on Cash on a Dedicated Cash Account	Yes
		CAM_Send New Liquidity Transfer	Send New Liquidity Transfer	Yes
		CAM_SNDRC	Send New Settlement Restriction on Cash on a Dedicated Cash Account	Yes
		CAM_UCBBI	Unblock CoSD Cash Blocking related to cancelled CoSD Settlement Instructions on Behalf of the relevant CSD in T2S	Yes
	Message Management	MMA_Resend Communication	Resend Communication	Yes
		MMA_Third party receipt	Third party receipt	Yes

		MMA_New Broadcast	New Broadcast	No
	T2S Dedicated Cash Account Data	DCA_CreateLimit	Create Limit	No
		DCA_CreateLiquidityTransferOrder	Create Liquidity Transfer Order	Yes
		DCA_CreateLiquidityTranOrderLinkSet	Create Liquidity Transfer Order Link Set	No
		DCA_DeleteLimit	Delete Limit	Yes
		DCA_DeleteLiquidityTransferOrder	Delete Liquidity Transfer Order	Yes
		DCA_DeleteLiquidityTranOrderLinkSet	Delete Liquidity Transfer Order Link Set	No
		DCA_UpdateLimit	Update Limit	Yes
		DCA_UpdateLiquidityTransferOrder	Update Liquidity Transfer Order	Yes
	DCA_UpdateLiquidityTranOrderLinkSet	Update Liquidity Transfer Order Link Set	No	
	T2S Dedicated Cash Account Data Queries	DCQ_LimitQuery	Limit Query	Yes
		DCQ_LiquidTransOrderDetailQuery	Liquidity Transfer Order Detail Query	Yes
		DCQ_LiquidTransOrderLinkSetQuery	Liquidity Transfer Order Link Set Query	Yes
		DCQ_LiquidTransOrderListQuery	Liquidity Transfer Order List Query	Yes
		DCQ_TotAmountStand+PredefOrdQuery	Total amount of standing and predefined orders Query	Yes
	Dynamic Data Queries	DDQ_MaintInstrForIntraBalanMovQuer	Maintenance Instruction for Intra-Balance Movements Query	No
		DDQ_AmdInstrForIntraBalMovAudTrDetQuery	Amendment Instruction for Intra-Balance Movement Audit Trail Details Query	No
		DDQ_AmdInstrForIntraBalMovAudTrLisQ	Amendment Instruction for Intra-Balance Movement Audit Trail List Query	No
		DDQ_AmendInstrQueryForIntraBalanMo	Amendment Instruction Query for Intra-Balance Movements	Yes
		DDQ_CancInstrIntraBalanMovAudTrDetQ	Cancellation Instruction for Intra-Balance Movement Audit Trail Details Query	No
		DDQ_CancInstrIntraBalanMovAudTrLisQ	Cancellation Instruction for Intra-Balance Movement Audit Trail List Query	No
		DDQ_CancInstructIntraBalanMovQuery	Cancellation Instructions for Intra-Balance Movements Query	Yes
		DDQ_CashForecastQuery	Cash Forecast Query	Yes
		DDQ_ImmedLiquidTransOrderAudTrdettQ	Immediate Liquidity Transfer Order Audit Trail Details Query	No
		DDQ_ImmedLiquidTransOrderAudTrListQ	Immediate Liquidity Transfer Order Audit Trail List Query	No
		DDQ_ImmedLiquidTransOrderDetQuery	Immediate Liquidity Transfer Order Detail Query	Yes
		DDQ_ImmedLiquidTransOrderListQuery	Immediate Liquidity Transfer Order List Query	Yes
		DDQ_IntraBalanMovAuditTrailDetQuery	Intra-Balance Movement Audit Trail Detail Query	No
		DDQ_IntraBalanMovAuditTrailLisQuery	Intra-Balance Movement Audit Trail List Query	No
		DDQ_IntraBalanMovQuery	Intra-Balance Movements Query	Yes
		DDQ_LimitUtilisationJournalQuery	Limit Utilisation Journal Query	Yes
		DDQ_LimitUtilisationQuery	Limit Utilisation Query	Yes
		DDQ_OutstandAuto-CollCreditQuery	Outstanding Auto-Collateralisation Credit Query	Yes
		DDQ_T2SDCABalanDetailedRestricQuery	T2S Dedicated Cash Account Balance Detailed Restrictions Query	No
		DDQ_T2SDedicatedCashAccBalanceQuery	T2S Dedicated Cash Account Balance Query	Yes
		DDQ_T2SDedicatedCashAccPostingQuery	T2S Dedicated Cash Account Posting Query	Yes
		DDQ_T2SOverallLiquidityQuery	T2S Overall Liquidity Query	Yes
	DDQ_TotalCollatValuePerT2SDCAQuery	Total Collateral Value per T2S Dedicated Cash Account Query	Yes	
<b>PB Collateral manager</b>	Security Data Management	SDM_CreateAuto-CollEligibilityLink	Create Auto-Collateralisation Eligibility Link	Yes
		SDM_CreateSecuritiesValuation	Create Securities Valuation	Yes
		SDM_DeleteAuto-CollEligibilityLink	Delete Auto-Collateralisation Eligibility Link	No
	Security Data	SEQ_Auto-CollEligibilityLinks-Query	Auto-Collateralisation Eligibility Links Query	No

	Queries	SEQ_SecuritiesValuationsQuery	Securities Valuations Query	No
<b>PB Cash management for CSD Service</b>	Cash Management	CAM_Send New Liquidity Transfer	Send New Liquidity Transfer	Yes

<b>PB Reading role for CSD service</b>	Access Rights Queries	ARQ_AccessRightsQueries	Access rights query	No
		ARQ_CertificateDNQuery	Certificate Query	No
		ARQ_PrivilegeQuery	Privilege Query	No
		ARQ_RoleListQuery	Role List Query	No
		ARQ_T2SSysUserQueryT2SActorQuery	T2S System User Query (T2S Actor Query)	No
	Network Configuration Queries	ARQ_UserCertifDNLinkQuery	T2S System User Link Query	No
		NCQ_NetworkServiceListQuery	Network Service List query	No
		NCQ_RoutingListQuery	Routing List Query	No
	Message Subscription Queries	NCQ_DisplayTechAddressNetSerLink	Technical Address Network Service Link Details Query	No
		MSQ_MessSubscrRuleSetListQuery	Message Subscription Rule Set List Query	No
		MSQ_MessSubscrRuleListQuery	Message Subscription Rule List Query	No
	Report Configuration Queries	MSQ_MessSubscrRuleSetDetailQuery	Message Subscription Rule Set Details Query	No
		RCO_ReportConfigDetailQuery	Report Configuration Details Query	No
	Report Queries	RCO_ReportConfigListQuery	Report Configuration List Query	No
		RCO_ReportListQuery	Report List Query	No
	Dynamic Data queries	RCO_ReportDetailsQuery	Report Details Query	Yes
		DDQ_CashForecastQuery	Cash Forecast Query	Yes
		DDQ_OutstandAuto-CollCreditQuery	Outstanding Auto-Collateralisation Credit Query	Yes
		DDQ_T2SDedicatedCashAccBalanceQuery	T2S Dedicated Cash Account Balance Query	Yes
		DDQ_T2SOverallLiquidityQuery	T2S Overall Liquidity Query	Yes
		DDQ_InboundFilesDetailsQuery	Inbound Files Details Query	No
		DDQ_InboundFilesListQuery	Inbound Files List Query	No
		DDQ_InboundMessDetailsQuery	Inbound Message Details Query	No
		DDQ_InboundMessListQuery	Inbound Message List Query	No
		DDQ_OutboundFilesDetailsQuery	Outbound Files Details Query	No
		DDQ_OutboundFilesListQuery	Outbound Files List Query	No
		DDQ_OutboundMessDetailsQuery	Outbound Message Details Query	No
	T2S Dedicated Cash Account Data Queries	DDQ_OutboundMessListQuery	Outbound Message List Query	No
		DCQ_T2SDedicCashAccAudTrailQuery	T2S Dedicated Cash Account Audit Trail Query	Yes
		DCQ_T2SDedicatedCashAcclistQuery	T2S Dedicated Cash Account List Query	Yes
	Party Data Queries	DCQ_T2SDedicCashAccReferDataQuery	T2S Dedicated Cash Account Reference Data Query	Yes
		PDQ_PartyListQuery	Party List Query	Yes
	PDQ_PartyReferDataQuery	Party Refer Data Query	Yes	

### 14.3 Annex3: TIPS roles for Payment Banks

Role	Class of Privileges	Privilege Short Name	Privilege Name	Relevant for TIPS?
<b>Party Administrator</b>	Access Rights Management	ARM_AdministerParty	Administer Party	Yes
		ARM_GrantPrivilege	Grant Privilege	Yes
		ARM_GrantRole	Grant/Revoke Role	Yes
	Static Data Queries	SDQ_GrantedSysPrivilegesListQuery	Granted System Privileges List Query	Yes
		SDQ_GrantObjectPrivilegesListQuery	Granted Object Privileges List Query	Yes
<b>PB Access rights administrator - Advanced</b>	Access Rights Management	SDQ_GrantRevokeRolesListQuery	Grant Revoke Roles List Query	Yes
		ARM_CreateCertificateDN	Create Certificate Distinguish Name	Yes
		ARM_CreateUser	Create User	Yes
		ARM_CreateUserCertificDNLink	Create User Certificate Distinguish Name Link	Yes
		ARM_DeleteCertificateDN	Delete Certificate Distinguish Name	Yes
		ARM_DeleteUser	Delete User	Yes
		ARM_DeleteUserCertificDNLink	Delete User Certificate Distinguish Name Link	Yes
		ARM_RevokePrivilege	Revoke Privilege	Yes
<b>PB Configuration manager</b>	Network Configuration	ARM_UpdateUser	Update User	Yes
		ARM_UpdateUserCertificDNLink	Update User Certificate DN Link	Yes
		NCO_CreateRouting	Create Routing	No
	Report Configuration	NCO_DeleteRouting	Delete Routing	No
		NCO_UpdateRouting	Update Routing	No
		RCO_CreateReportConfiguration	Create Report Configuration	Yes
	Message Subscription	RCO_DeleteReportConfiguration	Delete Report Configuration	Yes
		RCO_UpdateReportConfiguration	Update Report Configuration	Yes
		MSU_CreateMessageSubscriptionRule	Create Message Subscription Rule	Yes
		MSU_CreateMessSubsRuleSet	Create Message Subscription Rule Set	Yes
		MSU_DeleteMessageSubscriptionRule	Delete Message Subscription Rule	Yes
		MSU_DeleteMessSubscriptionRuleSet	Delete Message Subscription Rule Set	Yes
<b>PB Reading role</b>	Scheduling Queries	MSU_UpdateMessageSubscriptionRule	Update Message Subscription Rule	Yes
		MSU_UpdateMessSubscriptionRuleSet	Update Message Subscription Rule Set	Yes
		SCQ_CurrStatusOfT2SSettlDay	Current Status of the T2S settlement day	No
	Static Data Queries	SCQ_T2SCalendarQuery	T2S Calendar Query	No
		SCQ_T2SDiaryQuery	T2S Diary Query	No
		SDQ_PartialSettlThresholdGroupQuery	Partial Settlement Threshold Group Query	No
		SDQ_RoutingQuery	Routing List Query	No
		SDQ_ISINListQuery	ISIN List Query	No
		SDQ_SecuritiesReferDataQuery	Securities Reference Data Query	No
		SDQ_ReportConfigDetailQuery	Report Configuration Details Query	Yes
		SDQ_ReportConfigListQuery	Report Configuration List Query	Yes
		SDQ_CMBDetailsQuery	CMB Details Query	No
		SDQ_CMBListQuery	CMB List Query	No
		SDQ_ExtRTGSAccountDetailsQuery	External RTGS Account Details Query	No
		SDQ_ExtRTGSAccountListQuery	External RTGS Account List Query	No
		SDQ_T2SDedicCashAccAudTrailQuery	T2S Dedicated Cash Account Audit Trail Query	Yes
		SDQ_T2SDedicatedCashAccListQuery	T2S Dedicated Cash Account List Query	Yes
		SDQ_T2SDedicCashAccReferDataQuery	T2S Dedicated Cash Account Reference Data Query	Yes
SDQ_DisplayTechAddressNetSerLink	Technical Address Network Service Link Details Query	Yes		
SDQ_T2SBICQuery	T2S BIC Query	No		
SDQ_MessSubscrRuleSetListQuery	Message Subscription Rule Set List Query	Yes		
SDQ_MessSubscrRuleListQuery	Message Subscription Rule List Query	No		
SDQ_MessSubscrRuleSetDetailQuery	Message Subscription Rule Set Details Query	Yes		
SDQ_EventTypeListQuery	Event Type List Query	No		

		SDQ_EventTypeDetailsQuery	Event Type Details Query	No	
		SDQ_ClosingDayQuery	Closing Day Query	No	
		SDQ_DefaultEventSchedDetailsQuery	Default Event Schedule De-tails Query	No	
		SDQ_AccessRightsQuery	Access rights query	No	
		SDQ_CertificateDNQuery	Certificate Query	Yes	
		SDQ_PrivilegeQuery	Privilege Query	Yes	
		SDQ_RoleListQuery	Role List Query	Yes	
		SDQ_T2SSysUserQueryT2SActorQuery	T2S System User Query (T2S Actor Query)	Yes	
		SDQ_UserCertifDNLinkQuery	User Certificate DN Link Query	Yes	
		SDQ_PartyAudTrailQuery	Party Audit Trail Query	Yes	
		SDQ_PartyReferDataQuery	Party Reference Data Query	Yes	
		SDQ_PartyListQuery	Party List Query	Yes	
		SDQ_RestrictedPartyQuery	Restricted Party Query	No	
		SDQ_NetworkServiceListquery	Network Service List query	Yes	
		SDQ_QueuedDataChangesQuery	Queued Data Changes Query	Yes	
		SDQ_CountryQuery	Country Query	Yes	
		SDQ_CurrencyQuery	Currency Query	Yes	
		SDQ_ToleranceAmountQuery	Tolerance Amount Query	No	
		SDQ_LiqTranOrdOfLiqTranOrdLinkSetQ	Liquidity Transfer Order of Liquidity Transfer Order Link Set Query	No	
		SDQ_ResidualStaticDataAudTrailQuery	Residual Static Data Audit Trail Query	Yes	
	SDQ_SystemEntityQuery	System Entity Query	Yes		
	SDQ_TIPSDirectoryQuery	TIPS Directory Query	Yes		
	Dynamic Data queries	DDQ_DataChan-BusinessObjDetailQuery	Data Changes of a Business Object Details Query	Yes	
		DDQ_DataChan-BusinessObjListQuery	Data Changes of a Business Object List Query	Yes	
		DDQ_BroadcastQuery	Broadcast Query	No	
		DDQ_InboundFilesDetailsQuery	Inbound Files Details Query	No	
		DDQ_InboundFilesListQuery	Inbound Files List Query	No	
		DDQ_InboundMessDetailsQuery	Inbound Message Details Query	No	
		DDQ_InboundMessListQuery	Inbound Message List Query	No	
		DDQ_OutboundFilesDetailsQuery	Outbound Files Details Query	No	
		DDQ_OutboundFilesListQuery	Outbound Files List Query	No	
		DDQ_OutboundMessDetailsQuery	Outbound Message Details Query	No	
	DDQ_OutboundMessListQuery	Outbound Message List Query	No		
	Other	RCO_ReportListQuery	Report List Query	No	
		RCO_ReportDetailsQuery	Report Details Query	No	
		TMS Access	Trouble Management System Access	Yes	
	PB Liquidity manager	Other	SIG_SIUIP	Send new instruction using a specific Instructing Party	No
			SIG_LIPRP	Link to an Instruction/Pool Reference belonging to a specific Party	No
		Cash Management	CAM_ASRCA	Amend Process Indicator Settlement Restriction on Cash on a Dedicated Cash Account	No
			CAM_CSRCA	Cancel Settlement Restriction on Cash on a Dedicated Cash Account	No
CAM_Send New Liquidity Transfer			Send New Liquidity Transfer	No	
CAM_SNDRC			Send New Settlement Restriction on Cash on a Dedicated Cash Account	No	
CAM_UCBBI			Unblock CoSD Cash Blocking related to cancelled CoSD Settlement Instructions on Behalf of the relevant CSD in T2S	No	
Message Management		MMA_Resend Communication	Resend Communication	No	
		MMA_Third party receipt	Third party receipt	No	
		MMA_New Broadcast	New Broadcast	No	
Cash Account Data		DCA_CreateLimit	Create Limit	Yes	
		DCA_CreateLiquidityTransferOrder	Create Liquidity Transfer Order	No	

	Management	DCA_CreateLiquidityTranOrderLinkSet	Create Liquidity Transfer Order Link Set	No
		DCA_DeleteLimit	Delete Limit	Yes
		DCA_DeleteLiquidityTransferOrder	Delete Liquidity Transfer Order	No
		DCA_DeleteLiquidityTranOrderLinkSet	Delete Liquidity Transfer Order Link Set	No
		DCA_UpdateLimit	Update Limit	Yes
		DCA_UpdateLiquidityTransferOrder	Update Liquidity Transfer Order	No
		DCA_UpdateLiquidityTranOrderLinkSet	Update Liquidity Transfer Order Link Set	No
	Static Data Queries	SDQ_LimitQuery	Limit Query	Yes
		SDQ_LiquidTransOrderDetailQuery	Liquidity Transfer Order Detail Query	No
		SDQ_LiquidTransOrderLinkSetQuery	Liquidity Transfer Order Link Set Query	No
		SDQ_LiquidTransOrderListQuery	Liquidity Transfer Order List Query	No
		SDQ_TotAmountStand+PredefOrdQuery	Total amount of standing and predefined orders Query	No
	Dynamic Data Queries	DDQ_MaintInstrForIntraBalanMovQuer	Maintenance Instruction for Intra-Balance Movements Query	No
		DDQ_AmdInstrForIntraBalMovAudTrDetQuery	Amendment Instruction for Intra-Balance Movement Audit Trail Details Query	No
		DDQ_AmdInstrForIntraBalMovAudTrLisQ	Amendment Instruction for Intra-Balance Movement Audit Trail List Query	No
		DDQ_AmendInstrQueryForIntraBalanMo	Amendment Instruction Query for Intra-Balance Movements	No
		DDQ_CancInstrIntraBalanMovAudTrDetQ	Cancellation Instruction for Intra-Balance Movement Audit Trail Details Query	No
		DDQ_CancInstrIntraBalanMovAudTrLisQ	Cancellation Instruction for Intra-Balance Movement Audit Trail List Query	No
		DDQ_CancInstructIntraBalanMovQuery	Cancellation Instructions for Intra-Balance Movements Query	No
		DDQ_CashForecastQuery	Cash Forecast Query	No
		DDQ_ImmedLiquidTransOrderAudTrdettQ	Immediate Liquidity Transfer Order Audit Trail Details Query	No
		DDQ_ImmedLiquidTransOrderAudTrListQ	Immediate Liquidity Transfer Order Audit Trail List Query	No
		DDQ_ImmedLiquidTransOrderDetQuery	Immediate Liquidity Transfer Order Detail Query	No
		DDQ_ImmedLiquidTransOrderListQuery	Immediate Liquidity Transfer Order List Query	No
		DDQ_IntraBalanMovAuditTrailDetQuery	Intra-Balance Movement Audit Trail Detail Query	No
		DDQ_IntraBalanMovAuditTrailLisQuery	Intra-Balance Movement Audit Trail List Query	No
		DDQ_IntraBalanMovQuery	Intra-Balance Movements Query	No
		DDQ_LimitUtilisationJournalQuery	Limit Utilisation Journal Query	No
		DDQ_LimitUtilisationQuery	Limit Utilisation Query	No
		DDQ_OutstandAuto-CollCreditQuery	Outstanding Auto-Collateralisation Credit Query	No
		DDQ_T2SDCABalanDetailedRestrictQuery	T2S Dedicated Cash Account Balance Detailed Restrictions Query	No
		DDQ_T2SDedicatedCashAccBalanceQuery	T2S Dedicated Cash Account Balance Query	No
	DDQ_T2SDedicatedCashAccPostingQuery	T2S Dedicated Cash Account Posting Query	No	
DDQ_T2SOverallLiquidityQuery	T2S Overall Liquidity Query	No		
DDQ_TotalCollatValuePerT2SDCAQuery	Total Collateral Value per T2S Dedicated Cash Account Query	No		
<b>PB TIPS Query Manager</b>	Access Rights Queries	ARQ_DNBICQuery	DN-BIC Routing Query	Yes
	T2S Dedicated Cash Account Data Queries	DCQ_AuthorisedAccountUserListQuery	Authorised Account User Query	Yes
	Party Data Queries	PDQ_PartyServiceLinkListQuery	Party-Service Link List Query	Yes
		PDQ_PartyServiceLinkDetailsQuery	Party-Service Link Details Query	Yes
Static Data	SDQ_Market-SpecRestrictDetailQuery	Market-specific Restriction Type Rule Detail Query	Yes	

	Queries	SDQ_MarkSpecRestrTypeRuleParamDet Q	Market-specific Restriction Type Rule Parameter Details Query	Yes
		SDQ_Market-SpecRestrictListQuery	Market-specific Restriction List Query	Yes
		SDQ_MarkSpecRestrTypeRuleSetListQue	Market-specific Restriction Type Rule Set List Query	Yes
	Other	DMT_Access	Data Migration Tool Access	Yes
<b>PB TIPS Configuration Manager</b>	Access Rights Management	ARM_CreatedNBIC	Create DN-BIC Routing	Yes
		ARM_DeleteNBIC	Delete DN-BIC Routing	Yes
		ARM_UpdateNBIC	Update DN-BIC Routing	Yes
<b>PB CMB Set-up Manager</b>	Cash Account Data Management	DCA_CreateT2SDedicatedCashAccount	Cash Account – New	Yes
		DCA_DeleteT2SDedicatedCashAccount	Cash Account – Delete	Yes
		DCA_UpdateT2SDedicatedCashAccount	Cash Account – Edit	Yes
<b>PB Instant Payment Manager</b>	TIPS Privileges	TIP_InstantPayment	Instruct Instant Payment	Yes
<b>PB TIPS Liquidity Manager</b>	TIPS Privileges	TIP_LiquidityTransfer	Instruct Liquidity Transfer	Yes
<b>PB TIPS Party Query Manager</b>	TIPS Privileges	TIP_QueryAll	Query All	Yes
<b>PB Reachable Party Manager</b>	TIPS Privileges	TIP_QueryReachable	Query as Reachable Party	Yes
<b>PB CMB Manager</b>	TIPS Privileges	TIP_ModifyCMBBlocking	Modify CMB Blocking Status	Yes
		TIP_AdjustCMBLimit	Adjust CMB Limit	Yes
<b>PB TIPS-Access</b>	TIPS Privileges	TIPS_Access	TIPS Access	Yes
<b>PB CRDM-Access</b>	Other	CRDM_Access	CRDM Access	Yes

## 14.4 Annex4: Frequently asked questions

*Q: Are there specific formatting rules for fields (I) "reference" and (J) "related reference" in the form header?*

A: There is no specific formatting rule. The content of those fields is left to participants. Nevertheless participants are invited to use meaningful references that allow identifying easily all forms and sub forms belonging to the same package (e.g. BNPA-1012-20070312). As regards "related reference", the idea is to use it in when submitting a form for modification or deletion and to recall the reference of the original form.

*Q: By which entity the contact details (form No 1015, I-1015, 2015, 5015, I-5015) will be visible?*

A: Contact details will be visible in the ICM by all Central Banks and participants, regardless of which banking community they belong to.

*Q: What is the procedure for creating a technical account for an ancillary system? And what about a technical account – procedure 6 real-time?*

A: A technical account for AS is a special type of PM account. If this type of account is needed, the AS will have to fill a form No 1000 – Main form for direct participant – indicating that the account type is “AS Technical account” and the participant is “Ancillary System”. The similar applies when opening the *technical account – procedure 6 real-time*. Also in this case AS needs to fill out a form No 1000 while indicating that the account type is “AS Technical account – Real Time” and the participant is “Ancillary System”.

*Q: Who should fill in the form no. 1018, I-1018 "direct debit authorisations"?*

A: This form should be filled in and signed by the payer, i.e. the Account holder of the PM account which is to be debited by the mean of MT204 issued by another direct participant (payee). The latter has to be indicated in the form.

*Q: As a Central Bank, which version of Acrobat do I need?*

A: Central Banks must have Adobe Acrobat Professional. Without this version they would not be in a position to customise the forms.

*Q: As a participant, which version of Adobe Acrobat do I need?*

A: Participants simply need Adobe Acrobat Reader to download, open, complete the form electronically on their PC and print it. If they also wish to save the filled form on their PC, they must have the Professional version.

*Q: Can I use special accents in my SSP forms?*

A: The SSP is using the standard character set. This means that accents cannot be entered as static data. If you are using accents in your SSP forms, they will be ignored when loaded in the static data module via ICM.

*Q: What is the purpose of the data "sector code" (e.g. field 27 of form no. 1000, I-1000)?*

A: The Institutional Sectors were defined in the framework of the European System of Accounts (also referred to as “ESA.95”) which was set up by the Council Regulation (EC) No 2223/96 of 25 June 1996 on the European system of national and regional accounts in the Community.

Institutional Sectors are defined in the paragraphs 2.17 to 2.101 of the regulation. The full text of



the regulation, available in twenty different languages, can be found following the link below:

[http://eur-lex.europa.eu/smartapi/cgi/sga\\_doc?smartapi!celexapi!prod!CELEXnumdoc&lg=EN&numdoc=31996R2223&model=guichett](http://eur-lex.europa.eu/smartapi/cgi/sga_doc?smartapi!celexapi!prod!CELEXnumdoc&lg=EN&numdoc=31996R2223&model=guichett)

*Q: What is the correct Institutional Sector Code for a cooperative bank being indirect participant?*

A: First, the Institutional Sector is not affected by the participation type in TARGET2. Credit institutions are comprised in the category of 'Other Monetary Financial Institutions' (S.122). The Subsequent level depends on whether this institution is a public (S.12201), a national private (S.12202) or a foreign controlled company (S.12203).

*Q: Can I create new function titles for the field 11 in form 1015, I-1015, 2015, 5015, I-5015?*

A: no. Values are pre-defined at SSP level and it is not possible to create ad-hoc ones. You have to choose most appropriate function title within the list. It is not possible to have two different contacts with the same function.

*Q: Do I have to indicate contact details for all available functions?*

A: no. You are free to enter one or more contact details. Nevertheless specifying contact details for all available titles might help routing more efficiently requests from third parties.

*Q: What SWIFTNet DN shall I put respectively ICM Access and receiving the Target2 directory as regard to the DN registered at SWIFT e-ordering level?*

A: The DN for receiving the TARGET2 directory updates in push mode has to comply with the structures registered at SWIFT for the PAPSS Store-and-Forward services. The DN to access the ICM has to be compliant with the structure of the DN registered for the PAPSS real time services.

*Q: Are there specific requirements for the Application-to-Application mode as regard the DN used in the request?*

A: For a credit institution (or an Ancillary System) using both U2A and A2A, it could be recommended to define two different DNs for accessing the ICM, but however not mandatory. Nevertheless, if there is more than one account with the same BIC8, it is required to define one DN for each account to access them in A2A.

Example: Legal Entity BANKNL2AXXX – 2 accounts: BANKNL2A123 and BANKNL2A456

2 DNS (to access the ICM in A2A): o=swift, o=banknl2a, **ou=banknl2a123** / o=swift, o=banknl2a, **ou=banknl2a456**

*Q: If a credit institution which is subject to reserve requirement but has no account in the SSP which forms need to be used?*

A: Although not being HAM account Holders, those credit institutions shall use the form no. 5000 to insert a Legal Entity and a Participant in the system and the form no. 5300 for what concerns the registration for Reserve management (reserve management "indirect").

*Q: Which version of the forms shall be used in case of cross border arrangement?*

A: In case of cross border arrangements (liquidity pooling, co-management, AS settlement, indirect participation) the forms to be used are those of the Central Bank that will eventually check the signature on the forms. The original version of the form will be remitted to the responsible Central Banks of the participant taking part of the cross border arrangement. Possibly, a copy of the form will be remitted to the participant responsible for the arrangement (i.e. GoA Manager, Co-manager, Ancillary System, Direct Participant). Some forms have to be signed by two parties: Form no. 1102 – Co-management form; Form no. 2002 – Debit mandate for AS Settlement. In such case, the form to be used by both parties is the form provided by the Central Bank of the Co-manager/Ancillary System.