Lessons Learned – Registration Form PROD

These lessons learned are distilled from past activities for the Registration Form UTEST and should be actively taken into account now for the Registration Form PROD.

Disclaimer: this OnePager 1.5 is based on the frequently asked questions to give you general information. It will be updated if necessary.

Our approach is that
1. Participants submit a complete and accurate form;
2. DNB checks it and approves it if the form is indeed complete and accurate;
3. After approval, participants receive a request from DNB to submit e-signed form (see step 13).

1. PARTY:
   a. <u>Legal Entity Identifier</u>: please fill this in, as otherwise your registration form will be not approved.
   b. <u>Technical address</u>: small letters and without spaces e.g. o=flornl2a,o=swift
   c. <u>Name</u>:   1. Long Name   max 350 characters   ← Double-check the limit of 350
              2. Short Name   max 35 characters   ← Double-check the limit of 35
   d. <u>Contact details</u>:
       i.   <u>Address</u>: fill in all details such as Street, House Nr., postal code, city, state/province & country code.
       ii. <u>Contact Name</u>   max 140 characters   ← Please fill this in.
       iii. <u>Contact Position</u>   max 35 characters   ← Please fill this in.
       iv. <u>Telephone</u>: follow the structure below: ← Please fill this in.
          +012-345678   or   +31-205243564
          (1) Starting with "+" (2) At least one to maximum three digits (3) Symbol "-" (4) At least one to maximum thirty characters (digits and symbols "+", "-", "(", ")" are allowed).

2. PARTY SERVICE LINK (PSL):
   a.   i.   PSL for MCA   → T2_C
       ii. PSL for RDCA   → T2_R
       iii. PSL for Contingency Cash Account → ECON   Do not forget to state PSL for ECON!
   b. <u>Institutional Sector Code</u>:
       i.   Fill in **complete** sector code.
       ii. Double-check your registration form's output whether this code is present or not. If not, then add this code manually.
   c. <u>MFI Code</u>: please do not forget filling in this code as it is required.

3. CASH ACCOUNTS:
   a. **Main Cash Account (MCA):**
       i.   <u>Cash Account Number</u>:   MCBEURPartyBIC11max 17 characters free text.
                      MNLEURBANKABCDXXXDefaultMCA   ← example

M	CLM MCA
CB	NL is the country code
Currency code	EUR
BIC	Party BIC11
Sub-classification	17 characters free text

       ii. <u>Parent BIC</u>: do not forget to fill in your parent BIC which is FLORNL2AXXX.
       iii. <u>Default MCA</u>: set this field to TRUE if you have one MCA. If more than one MCA's, then set JUST ONE MCA as a default MCA.

B) Account Threshold Configuration	C) Default Main Cash Account
Associated LT Account	Default Main Cash Account

       iv. <u>Associated LT Account</u>: this is intended for a one-to-one relationship between MCA and RTGS DCA belonging to the same party. When an MCA points to an RTGS DCA through this attribute, that RTGS DCA must point back to the MCA (so called 1:1 link). So fill here an RTGS DCA in.
       v. <u>Linked Account & Linked Account Type</u>: only applicable for standing facilities and contingency accounts.
       vi. <u>Credit-Based Only</u>:   All the CLM accounts owned by the participants are credit based only accounts – this is always ticked by default for the participants.

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   b. Besides MCA, there are four other cash accounts as summarized in the table below:

	Standing Facilities (Exclude these accounts, as DNB will set them up)		
RDCA RTGS Cash Account	**ECCA** Contingency Cash Account	**ONDP** Overnight Deposit Account	**MGLD** Marginal Lending Account
RCBEURPartyBIC11max 17 characters free text	XCBEURPartyBIC11max 17 characters free text	DCBEURPartyBIC11max 17 characters free text	LCBEURPartyBIC11max 17 characters free text.
Example:	Example:	Example:	Example:
RNLEURBANKABCDXXXDefaultRDCA	XNLEURBANKABCDXXXECONSII	DNLEURFLORNL2AXXX-OD-BANKABCDXXX	LNLEURFLORNL2AXXX-MGLD-BANKABCDXXX
R: RTGS DCA	X: Contingency Cash Account	D: Overnight Deposit Account	L: Marginal Lending Account

DNB will fill in TRGTXE2SXXX for Parent BIC and FLORNL2AXXX as a Party BIC11, because these two required fields are not included in the PROD Registration Form.

CB	NL is the country code
Currency code	EUR
BIC	Party BIC11
Sub-classification	17 characters free text

4. AUTHORISED ACCOUNT USERS (AAU):
One BIC11 can be used for two separate modules, but per module a unique BIC11 is required.

5. TECHNICAL ADDRESS NETWORK SERVICE LINKS (TANWSL):
We recommend to submit 15 TANWSL for T2 CLM, RTGS, CRDM, BILL and BDM such as **T2**CRDM and **T2**BDM etc. Would you like to receive the RTGS directory? If yes, then you need to submit the T2 CRDM network services. You don't need to select T2S or TIPS network services, so please no **T2S**BILL, **T2S**CRDM and **TIPS**BILL etc.

6. Certificate Distinguished Names (DN):
You receive your certificate DN from SWIFT or from your Swift-expert colleague. As the below mentioned example shows, there should be capital letters and spaces after the comma. This is just an example. You can't copy-paste-edit it for yourself.
CN=produser, OU=prod, OU=12345, O=t2, O=swift   ← DN for U2A (admin)user

7. USER:
   a. <u>Login Name</u>: to create new administrator users the following structure should be used
      ACBPartyBIC11 + max 21 characters free text determined by the participant.
      ANLBANKABCDXXXAdmin1   ← example
      CB Country code: NL
   b. <u>System User Reference (SUR)</u>: we recommend that the SUR is the same as the login name.
      ACBPartyBIC11 + max 21 characters free text
      CB Country code: NL

8. ROLES: see below overview of the roles for various purposes/modules. We would like to remind you **to not select here any T2S/TIPS roles** as these roles already exist and are assigned for T2S/TIPS-participants. If you are not a T2S/TIPS-participant, then T2S/TIPS roles are not applicable to you.

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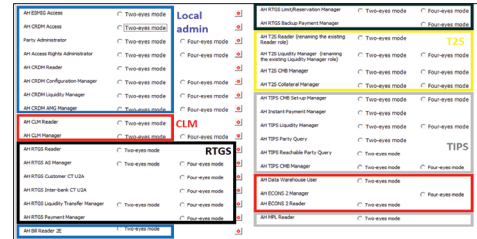
9. USER CERTIFICATE DISTINGUISHED NAMES LINK (DN LINK):

10. DIRECT DEBIT:
Your central bank DNB needs to have Direct Debit for all RTGS DCA Cash accounts.
Payee reference: □□□□□□□□□
               DDDNBABCD
               DDDNBThe first four letters of your party BIC

G) Direct Debit Mandate 1		
Payee Parent BIC	TRGTXE2SXXX	*"Info of the Party that can debit the account*
Payee Party BIC	FLORNL2AXXX	
From Cash Account Number	RNLEUR...	
Payee Reference	mandatory field	
Maximum amount per counterparty		
Maximum amount per payment		

It is required to fill in [Maximum Amount to be Debited per Day] in the Cash Account section of the Registration Form PROD under Additional Account Configuration as you can see below:

E) Additional Account Configuration		
Default RTGS Account	Credit Based	☑
Co-managed	Non-published	☐
Co-manager Parent BIC		
Co-manager Party BIC		
Maximum Amount to be Debited per Day	999.999.999.999	←

11. GROUPS: See overview of the groups in the next section of this OnePager.

12. Can I submit the Registration Form PROD for approval?
You can submit your Registration Form **only if** it is complete and **if** it contains nine automatically generated sheets: 1) Party   4) Authorised Account User   7) User
2) Party Service Link   5) Technical Address Network SL   8) Grant roles
3) Cash Account   6) Certificate Distinguished Name   9) User Certificate DN Link

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13. Digital signature: after you have received an approval from DNB and a request to submit an e-signed form, then you can sign by using one of these electronic signature softwares: (1) QuoVadis, (2) ValidSign, (3) DocuSign, (4) Evidos **or** (5) AdobeSign. **The validation of e-signature (green checkmark) is mandatory.**

GROUP	SET-UP BY	NAME FORMAT	NAMING CONVENTION
1. Account Monitoring Group	Payment Bank / AS		No naming convention as this will be setup by participants.
2. Liquidity Transfer Group	Central Banks		NLLBANKABCDXXX-LTG1 Country Code of the CB setting up the group: 2 Characters L: 1 character Party BIC of the requestor of the group (presumably owning one or more accounts in the group) : 11 characters - 1 character 20 characters left at discretion of group requestor DNB standard: LTG1, 2, 3... If another standard is required by other central banks, then you can follow that.
3. Billing Group	Central Banks	35 characters (SWIFT-x character set)	NLBBANKABCDXXX-BiG1 Country Code of (PB) leader party : 2 Characters B : 1 character Party BIC of payment bank leader party: 11 Characters - 1 character Optional further descriptive text: 20 characters
4. Settlement Bank Account Group	Central Banks		NLSBANKABCDXXX-SBAG1 Country Code of (AS) leader party : 2 Characters S : 1 character Party BIC of AS leader party: 11 Characters - 1 character Optional further descriptive text: 20 characters
5. Banking Group	Central Banks		NLKBANKABCDXXX-BaG1 Country Code of Leader CB : 2 Characters K : 1 character Party BIC of a payment bank under the responsibility of the CB leader of the group and chosen by the payment bank in the registration forms: 11 characters - 1 character Optional further descriptive text: 20 character **Note: Fill in TRGTXE2SXXX for Parent BIC and your Party BIC is FLORNL2AXXX!**

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