# KEV
# Credit claims - Submission and administration

Documentation

Version 1.15

# Content

# Amendments in version 1.15

**General information**

Amendments of the content in version 1.15 of the KEV documentation compared to version 1.13 are shown in this chapter. Re-phrasings which did not alter the content are generally not listed here.

**Amendments**

The chapter 1.7.3 Technical prerequisites was deleted.

# 1 Overview

## 1.1 Basic features

Single list of collateral

The decision by the ESCB to introduce a single list of collateral was the move that initiated the development and introduction of the IT program KEV (Credit claims - submission and administration). This resulted in the following key changes regarding the use of non-marketable assets:

- Inclusion of credit claims in the single list of collateral subject to changed requirements
- Extension of eligible rating systems (ECAF rating system)
- Bills of exchange no longer eligible as assets as of 31 December 2006

Credit claims eligible for submission in KEV

Credit claims whose contracts are governed by German law can be submitted in KEV. The debtor's domicile is irrelevant.

Credit claims governed by another Eurosystem country's law cannot be submitted via KEV at present. A paper-based approach is envisaged for this cross-border use of credit claims. As the home central bank, the Deutsche Bundesbank is responsible for recording credit claims in KEV and communicating with foreign correspondent central banks.

Modern submission and administration procedure

KEV is a modern procedure for submitting and administrating credit claims which is easily accessible and user-friendly while complying with strict security requirements.

Security

State-of-the-art security standards ensure compliance with strict data protection requirements (confidentiality) and data security (authenticity and integrity).

Availability

KEV has a maximum level of availability.

All system components for which the Deutsche Bundesbank is responsible are redundant and physically separated.

## ▎ 1.2    Legal basis

**Legal basis**

The following legal bases have to be observed in connection with KEV:

- The Deutsche Bundesbank's General Terms and Conditions

- Special Terms and Conditions for assessing the credit risk of assets that are not published by the ECB in the list of collateral pursuant to section V No 3 (1) of the General Terms and Conditions of the Deutsche Bundesbank ("Creditworthiness Conditions")

- for KEV

  – Special Terms and Conditions for submitting credit claims as eligible assets in KEV ("KEV Terms and Conditions")

  – Special conditions for a temporary change to the permissibility conditions for eligible assets

  – Additionally, in the case of cross-border use of KEV:

    · Special terms and conditions for information exchange relating to the cross-border use of credit claims (information exchange conditions)

    · CCBM Terms and Conditions

    · CCBM Terms and Conditions - Annex 1 (Vordruck 5509-1)

    · CCBM Terms and Conditions - Annex 2 (Vordruck 5501-1)

    · CCBM Terms and Conditions - Annex 3

    · Additional terms for assignment of credit claims governed by French law

    · Additional terms for assignment of credit claims governed by French law - Annex 1: Deed of transfer of credit claims

    · Additional terms for assignment of credit claims governed by French law - Annex 2: Promissory note

- for ExtraNet

  – General Terms and Conditions for the "Bundesbank ExtraNet"

  – Specific KEV rules in the General Terms and Conditions for the ExtraNet (integrated into the KEV Terms and Conditions)

## 1.3 Required forms

### 1.3.1 ExtraNet user management

Requirement

The requirement for participating in KEV is the creation of relevant users in the Deutsche Bundesbank's ExtraNet.

ExtraNet documentation

In the ExtraNet documentation, part III "Basic services", chapter 3 "User management" describes in detail how to

- create a new user,
- change user data,
- block a user,
- unblock a user,
- reset a password and
- delete a user.

Creating a new user

New users in ExtraNet are created online. However, an application to create a new user still needs to be printed out and signed with legally binding effect.

### 1.3.2 Participation in KEV

### 1.3.2.1 Domestic submitters

Forms

The following forms are necessary in order to participate in the specialised KEV procedure:

- for participation in KEV
  - to be submitted by all participants
    - Antrag auf Teilnahme am elektronischen Verfahren KEV (Vordruck 5500)
    - Generelle Erklärung zur Abtretung von Kreditforderungen an die Deutsche Bundesbank (Vordruck 5501)
    - Mitteilung über verwendete Bonitätsbeurteilungsverfahren (Vordruck 5500-1)
  - where necessary
    - Mitteilung über Rangstufen und Ausfallwahrscheinlichkeiten eines IRB- oder RT-Urteils (Vordruck 5500-2)
    - Antrag auf Information über notenbankfähige Verpflichtete aus Sicherheiten (Vordruck 5509)
    - Antrag auf Teilnahme am File-Transfer-Verfahren (Vordruck 5508)
    - Report on the results of the annual audit by the external auditors (Vordruck 5506)
- for creating users in ExtraNet
  - application for admission

**Note:** All forms listed here can be downloaded from the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banks and companies/KEV/Customer information/Forms.

### 1.3.2.2 Foreign submitters (Deutsche Bundesbank as correspondent central bank - CCB)

Forms

The following forms are necessary in order to participate in the specialised KEV procedure:

- for participation in KEV
  - to be submitted by all participants
    - Application for participation in KEV with BBk as CCB (form 5500 (INT-engl.))
    - General declaration of assignment of credit claims with BBk as CCB (form 5501-1 (INT-engl.))
    - Notification of credit assessment systems used (form 5500 a-1 (INT-engl.))
  - where necessary
    - Notification of rating levels and PDs of an IRB or RT-decision (form 5500 a-2 (INT-engl.))
    - Application for information about eligible obligors of assets posted as collateral (form 5509-1 (INT-engl.))
- for creating users in ExtraNet
  - application for admission

**Note:** All forms listed here can be downloaded from the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banks and companies/KEV/Customer information/Forms.

# 1.4 Access

## 1.4.1 Access procedure

### 1.4.1.1 Basic features

**Primacy of electronic access**

KEV offers two regular access procedures and one backup procedure for submitting and administering credit claims. The regular access procedures in KEV are designed exclusively as electronic access procedures.

Paper-based submission is provided only for the cross-border use of KEV where the Deutsche Bundesbank acts as the home central bank, or as a backup procedure.

### 1.4.1.2 Online procedure

**Individual credit claims**

KEV makes it possible to submit and administer credit claims interactively. In this case, credit claims are recorded individually and consecutively using the four-eyes principle.

Numerous system-based aids and comprehensive plausibility checks ensure that the relevant credit claim data are recorded quickly and conveniently.

**No particular technical requirements**

Interactive access is available to all customers. Apart from the general technical requirements for participating in KEV (see chapter 1.7.3 Technical prerequisites, page 15), the customer does not need to meet any additional requirements.

### 1.4.1.3 File transfer

**Submitting credit claims in bulk**

Particularly for participants submitting large volumes of credit claims, KEV offers the option of bundling numerous credit claims into a single file and transferring them to the Deutsche Bundesbank in bulk. This has the additional advantage of enabling largely automated transfers.

**XML templates**

The Deutsche Bundesbank provides participants with an XML template having a data structure in which the credit claim data earmarked for submission are to be imported before transmitting them to the Deutsche Bundesbank. Participants need to establish the appropriate routines for implementation.

The detailed specifications of the XML template and the "Explanatory notes on the files in the KEV file transfer system" can be downloaded from the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banken und Unternehmen/KEV/Kundeninformationen/File-Transfer.

### 1.4.1.4      Deutsche Bundesbank as the home central bank

**Country-specific forms**

Credit claims governed by another Eurosystem country's legal system must be submitted using special country-specific forms for the cross-border use of credit claims. The appropriate forms can be downloaded from the Deutsche Bundesbank's website ([www.bundesbank.de](http://www.bundesbank.de)) under Service/Banks and companies/KEV/Customer information/Forms.

### 1.4.1.5      Backup procedure

**Paper forms**

It is still also possible to transfer credit claim data to the Deutsche Bundesbank using paper forms as a backup procedure to interactive access and the file transfer procedure. The appropriate forms can be downloaded from the Deutsche Bundesbank's website ([www.bundesbank.de](http://www.bundesbank.de)) under Service/Banks and companies/KEV/Customer information/Backup procedure.

## ■ 1.4.2      Access path

**Internet-based access**      KEV is accessed via the internet.

**Integration in ExtraNet**      KEV is integrated into the Deutsche Bundesbank's ExtraNet. User ID management (creation, change, deletion) and authentication for KEV are effected via the ExtraNet.

**Detailed information**      Further details on the integration of KEV in the Deutsche Bundesbank's ExtraNet and on user management are available on the Deutsche Bundesbank's website (www.bundesbank.de) under Service/ExtraNet.

### 1.4.3 Role concept

Basic features

KEV uses a role concept, which means that individual users may be assigned various access rights (roles). Roles are assigned via the user's user ID in ExtraNet (in which it is called the "user name").

Roles

A user ID may be assigned the following roles with the accompanying functions:

| Role | Functions |
| --- | --- |
| **Entry of credit claims** | • Entry of new submissions, updates and returned credit claims<br>• Entry of updates of ratings (IRB or RT decisions) |
| **Release of entries** | • Release of all transactions entered |
| **Evaluations** | • Evaluation of data eg on the submitting institution, the stock of credit claims, submissions and obligatory returns |
| **Evaluations eligibility info** | • Evaluation of debtors that the Deutsche Bundesbank has classified as eligible<br>**Note:** This role can be assigned only if the Deutsche Bundesbank's credit assessment system is used for the submission of credit claims. |
| **Electronic submission of credit claims (file upload)** | • Upload (submission) of files with submissions, updates, voluntary returns of credit claims and updates of rating decisions using the file transfer procedure |
| **Collection of receipt reports (file download)** | • Download (collection) of receipt reports using the file transfer procedure |
| **Provision of stock reports (file download)** | • Download (collection) of obligatory returns and stock reports using the file transfer procedure<br>• Download (collection) of daily evaluations on credit claims - six-month stock preview and six-month stock review |
| **Info file eligibility (file download)** | • Download (collection) of info files provided every business day containing debtors classified as eligible by the Deutsche Bundesbank and public debtors registered in KEV<br>**Note:** This role can be assigned only if the Deutsche Bundesbank's credit assessment system is used for the submission of credit claims. |
| **Info file public (file download)** | • Download (collection) of info files provided every business day containing public debtors registered in KEV |
| **Notifications (file download)** | • Download (collection) of information about completed examination of eligibility of debtors and about changes to debtor data |
| **NCB evaluations** | • Evaluations for other national central banks in the Eurosystem (role not relevant for KEV participants) |
| **ECB evaluations** | • Evaluations for the ECB (role not relevant for KEV participants) |
| **KEV User Manager** | • Evaluation of all user and roles of a counterparty in KEV. Evaluation can only displayed in the BSVpriv of ExtraNet. |

| Assignment of roles | The following points should be considered when assigning roles: |

- A user ID may be assigned more than one role.

- Each necessary role should be assigned to at least four users so that enough staff is present to operate KEV even when users are off sick or on annual leave.

The following roles are necessary for participation in KEV:

- If only the online procedure is used, the roles "Entry of credit claims", "Release of entries" and "Evaluations".

- If the file transfer procedure is used, the roles "Electronic submission (file upload)", "Collection of receipt reports (file download)" and "Evaluations". In order to be able to enter submissions online even in a backup event, the roles "Entry of credit claims" and "Release of entries" should additionally be assigned.

- If both submission procedures are used alternatively or simultaneously, the minimum requirements for both submission procedures should be observed.

The following restrictions apply to the assignment of roles:

- The roles "Electronic submission (file upload)" and "Collection of receipt reports (file download)" are a precondition to participating in the file transfer procedure for submitting credit claims in KEV. These roles can be assigned for file transfer only if an application for participation in the KEV file transfer procedure has been received by the Deutsche Bundesbank.

- The roles "Evaluations eligibility info" and "Info file eligibility (file download)" can be assigned only if the participant is using the Deutsche Bundesbank's credit assessment system for KEV. A further precondition to assigning the role is that the participant has submitted a declaration of confidentiality for using the data exclusively for the purposes of securing lending business with the Deutsche Bundesbank.

- The roles "Provision of stock reports (file download)" and "Info file eligibility (file download)" may be assigned only if the application for participating in KEV includes an application for the provision, for every business day, of the stock file with the current stock of credit claims or the info file with the debtors classified as eligible by the Deutsche Bundesbank. The above restrictions apply to the info file.

- The role "Info file public (file download)" can be requested by any participant. The information is to be treated as confidential.

- The role "Notifications (file download)" should be requested by each submitter, since this mailbox provides information about whether a new debtor previously submitted is eligible for submissions following the examination of eligibility. Moreover, this mailbox provides information about changes to the master data of debtors for which the submitter has stock in KEV.

- The roles "ECB evaluations" and "NCB evaluations" are not relevant for participants in KEV.

- The role "KEV user manager" should be requested by participants with particular responsibilities. In a list are shown all members off staff registered in KEV with their roles. Further information are given in the ExtraNet Documentation.

**Note:** Applications to participate in KEV are made using form 5500. Applications to participate in the KEV file transfer procedure are made using form 5508. Both forms can be downloaded from www.bundesbank.de under Service/Services for banks and companies/KEV/Customer information/Forms.

## 1.5 Functionalities

Functionalities

Different functionalities are available in KEV depending on the access procedure:

| Functionality | Interactive access | File transfer | Backup procedure |
|---|---|---|---|
| Submission of credit claims without guarantors | X | X | X |
| Submission of credit claims with guarantors | X | | X |
| Update of credit claims | X | X | X |
| Voluntary returns of credit claims | X | X | X |
| Update of rating decisions | X | X | X |
| Receipt files for submissions | | X | |
| Individualised evaluations | X | | |
| Standardised evaluations | | X | |

For a detailed description of the functionalities, refer to the respective instructions in chapter 2 to 4 of this documentation.

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## █ 1.6    Operating and support hours

**Operating and support hours**

KEV is in operation and support is available on business days during the following times:

| | Hours (Frankfurt time) |
|---|---|
| **Access to KEV** | 8.00 - 17.30 |
| **Support** | 8.00 - 16.00 |
| **Submissions for same-day acceptance** | up to 11.00 |

KEV is open to participants for entries and evaluations on every business day between 8.00 and 17.30.

Staff of the Customer Service KEV can ensure support for KEV from 8.00 to 16.00. If a problem arises in KEV between 16.00 and 17.30 and there is no Customer Service staff member available for support, the participant may send an e-mail to kev@bundesbank.de. The Customer Service staff will then immediately contact the participant the following morning.

Submissions, updates and voluntary returns of credit claims, as well as updates of rating decisions, can be made between 8.00 and 17.30. Submissions made by 11.00 are processed on the same day. Should same-day processing not be possible for an important reason (eg the debtor is domiciled abroad), the participant will be informed immediately. Submissions not completely processed in one business day will be carried over to the next business day.

**Detailed information**

Further details on the operating and support hours are available on the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banks and companies/KEV/Customer information/Operating and support hours.

## 1.7 Technical features

### 1.7.1 Technical platform

#### 1.7.1.1 Basic features

**Java and HTML**

KEV is implemented as a Java-based web application with an HTML front-end.

**Browser**

It is operable via browser only.

**Client**

There is no need for special software to be installed on the client.

**File transfer**

The file transfer can likewise be accomplished via the browser. However, the participant also has the option of using an automated interface.

#### 1.7.1.2 Integration in ExtraNet

**ExtraNet**

KEV is integrated into the Deutsche Bundesbank's ExtraNet.

**Encrypted data transmission**

ExtraNet guarantees a secure basic infrastructure for access to the Deutsche Bundesbank's web-based applications and for the confidential transmission of data between the customer and ExtraNet. This is accomplished through encrypted data transmission, which is based on the latest respective encryption version of Secure Socket Layer technology and on the secure https internet protocol.

**Authorisation and authentication**

Secure access is guaranteed through central authorisation for all applications in ExtraNet. Users are authenticated by means of user IDs and passwords via ExtraNet.

## 1.7.2 Connecting participants

### 1.7.2.1 Interactive interface

**Internet**

The participant is linked to the interactive interface via a "normal" internet connection to ExtraNet.

### 1.7.2.2 File transfer

**Data record format**

XML is the data record format used for file transfer.

## 1.8 Costs

**Running costs**

The participant only has to bear his own costs (eg internet connection fees).

**XML implementation routine**

To use the file transfer procedure, it is necessary to transfer the required data from the participant's databases to the XML template provided by the Deutsche Bundesbank. Because each participant has different individual requirements, the Deutsche Bundesbank is unable to provide the necessary implementation routines. Any one-off costs for developing the implementation routine must be carried by the participant.

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# 2 Online procedure - user instructions

## 2.1 Login to KEV

**URL**

The login to KEV is carried out via entering the following URL into your browser:

https://extranet.bundesbank.de/kev

**Security components**

The following security components are required to access KEV:

| Security component | Source |
|---|---|
| User ID | Communicated by the Deutsche Bundesbank usually in the registration form as part of the initial registration procedure of ExtraNet (in which it is called "user name"). |
| Password | After initial registration with ExtraNet, the Deutsche Bundesbank will send the user a start password in a PIN letter. The start password must be converted into a personal password when the user logs in for the first time. |

**Login process**

The login to KEV is carried out in the following steps:

| Step | Action |
|---|---|
| 1 | Start the browser |
| 2 | Call up the login screen by entering the URL (see also block URL) <br> **Result:** The ExtraNet login screen is displayed. |
| 3 | Enter the user ID |
| 4 | Enter the password <br> **Result:** The KEV start page is displayed. |

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## 2.2 Structure of KEV

### 2.2.1 General instructions for use

**Navigation**

All masks and options are operated by a single mouse click.

In entry masks, the user can generally use the tab key to move to the next field.

**Plausibility checks**

The entry and release processes are subject to plausibility checks. The specific plausibility checks are explained in detail for each individual function. In addition, there are general plausibility checks, such as the entry formats for amount and date, the length of an entry field etc. which derive from the context and the error message and are not explained any further.

**Error mode**

If an entry fails a plausibility check, the field name is displayed in red and an error message pops up as a tool-tip (when hovering the cursor over the field name).

If an application problem occurs, a central error page is opened. The listed error number is to be communicated to the KEV support unit immediately.

**Print functions**

The displayed information can be printed using the internet browser's print function. Evaluations are generally also generated as printable PDF documents.

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## ▌ 2.2.2    KEV user interface

**Structure**

The user interface is comprised of the following areas:

- Header bar
- Menu bar
- Application area

**Header bar**

The header bar contains the following information and options:

| Information/ option | Definition |
|---|---|
| System time | Date and time are displayed; the time shown is not the system time of the Deutsche Bundesbank's KEV server, but instead the system time of the user's client. This time is not synchronised with the Deutsche Bundesbank's KEV server. |
| Language selection | German or English can be selected. |
| Imprint | The Deutsche Bundesbank is responsible for the system. |
| Contact | The central point of contact for any questions concerning KEV is the Customer Service KEV at the Deutsche Bundesbank. The phone number, address and support hours can be accessed via the standard link. |
| Help | The help function can be accessed via the standard link. It is based largely on this documentation. |
| Logout | To log out correctly from KEV please use the "Logout" button. The "Logout" button should always be used to exit KEV as an unauthorised party may otherwise gain access to the KEV application by calling up the URL on the same PC. |

**Menu bar**

The menu bar on the left of the screen contains all the available menu items depending on the role assigned to the user. KEV functions (screens) can be called up via the menu items or sub-menu items. These are displayed in the application area.

**Application area**

In the application area the user can see the relevant display and entry masks.

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## 2.3 Entries, changes and releases

### 2.3.1 Entries

#### 2.3.1.1 Basic features

**Basic features**

The following items can be entered online; the method of entry for each of these items will be explained in detail below:

- Submission of credit claims without guarantor (without or with joint and several liability)

- Submission of credit claims with guarantor (without or with joint and several liability)

- Update of credit claims

- Voluntary returns of credit claims

- Update of rating decision on a debtor/guarantor (this function is only available to participants using IRB and RT decisions)

Alongside the option of online entry, the following functions can be performed using the file transfer procedure:

- Submission of credit claims without guarantor (without or with joint and several liability)

- Update of credit claims

- Voluntary returns of credit claims

- Update of rating decision on a debtor/guarantor (this function is only available to participants using IRB and RT decisions)

The other functions are not yet available for the file transfer procedure.

The file transfer procedure will be explained in detail in chapter 3 File transfer - user instructions, page 96.

**Role**

For entries, the role "Entry of credit claims" is necessary.

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## 2.3.1.2  Entry of submitted credit claims without guarantor

### 2.3.1.2.1  Basic features

**Procedure**

The submission of a credit claim is entered in two steps:

- In the first step, basic information on the credit claim earmarked for assignment is to be entered into a default mask.

- An entry mask will subsequently appear, in which the specific data on the credit claim - and, in the case of a new debtor, the debtor's address - is to be entered.

**Menu navigation**

The function is called up via the menu "Entry → Submission without guarantor". The menu is displayed only if the user has been assigned the "Entry of credit claims" role.

### 2.3.1.2.2  Default mask

**Information**

The following is to be selected/entered in the default mask:

- Type of debtor (selection field/required)

- Country of debtor (selection field/required)

- Law governing credit claim (selection field/required)

- Rating type (selection field/required)

- Debtor ID/debtor proxy ID or borrower number (entry field/optional)

- Joint and several liability (selection field/required)

**Type of debtor**

The following types of debtor are defined:

- Corporation

- International/supranational institutions

- PSE1

- PSE2

Only those institutions published on the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banks and companies/KEV/Customer information/Documentation are eligible to be entered as international/supranational institutions.

**Country of debtor**

Credit claims to debtors domiciled in a Eurosystem country may be submitted in KEV if they were granted under German law (see block Law governing credit claim, page 21).

Credit claims to an international or supranational institution can be submitted in KEV even if this institution is not domiciled in a Eurosystem country. International or supranational institutions are listed in KEV under the national country of "International". A list of allowable international or supranational institutions can be found on the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banks and companies/KEV/Customer information/Documentation.

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| Law governing credit claim | Currently, only credit claims extended under German law can be submitted in KEV. Credit claims not granted under this law can currently not be submitted in KEV. A conventional submission procedure is necessary for such credit claims. The necessary forms, which are individualised by country, will gradually be posted for download on the Deutsche Bundesbank's website ([www.bundesbank.de](www.bundesbank.de)) under Service/Services for banks and companies/KEV/Customer information/Forms. |
|---|---|

**Rating type**

The following rating types (also called credit assessment systems) are defined (in some cases these are technical rating types eg PSE):

| Rating type | Explanation |
|---|---|
| ICAS | The Deutsche Bundesbank's "Internal Credit Assessment System" |
| ICAS Other | Other Eurosystem national banks' internal credit assessment systems (currently Banque de France, Oesterreichische Nationalbank and Banco de España) |
| IRB | Internal Rating-Based Approach - the participant's internal rating, which is used to calculate prudential capital requirements |
| RT | Rating Tool used by the participant |
| ECAI | External Credit Assessment Institution - summarised rating by those agencies authorised by the ECB |
| PSE | Public Sector Entity - for public sector debtors who are rated directly or indirectly through an external assessment according to the condition for receiving a credit rating. Also applies to international/supranational institutions. |

**Applicability of rating types**

The rating types can be applied to the various types of debtors as follows:

| Type or debtor | Rating types | | | | | |
|---|---|---|---|---|---|---|
| | ICAS | ICAS Other | IRB | RT | ECAI | PSE |
| Corporation | X | X | X | X | X | |
| International/supranational institutions | | | | | | X |
| PSE1 | | | X | | | X |
| PSE2 | | | X | | | X |

**Note:** An illegal combination of type of debtor and rating type will result in an error message.

| Rating types that can be selected | Only those rating types for which the participant has applied for usage in his application for participation in KEV will be offered as choices. |
|---|---|
| | If a rating type which may not be used for a combination of country of debtor, type of debtor and rating type is chosen, an error message will appear. |

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**Debtor identification**

In the default mask, the debtor can be uniquely identified from the debtor ID/debtor proxy ID in KEV or from the prudential borrower number. If the debtor ID/debtor proxy ID or prudential borrower number are known, they should be entered into the default mask for uniquely identifying the debtor. It will then no longer be necessary to enter debtor data into the entry mask (see chapter 2.3.1.2.3 Entry mask, page 25) since this will be entered automatically.

**Debtor ID/debtor proxy ID**

In KEV, the system assigns each debtor domiciled in Germany a unique debtor ID. The debtor ID for a debtor domiciled in Germany always begins with the letters DES. It is returned in the KEV evaluations and can/should be imported to the participant's database.

In KEV, each debtor domiciled outside of Germany (including international and supranational institutions, which should be entered as the country "International") is assigned a debtor proxy ID. A debtor proxy ID always begins with the letters DEX.

Debtors domiciled outside of Germany will be assigned a debtor ID by the responsible national central bank at a later date. This debtor ID will then be communicated to the Deutsche Bundesbank by the responsible national central bank and then likewise entered in KEV; it will always begin with the abbreviation for the debtor's country of domicile (eg "FR" for France).

For international and supranational institutions, a debtor ID will not be assigned at all events for the foreseeable future; in KEV, therefore, they will exclusively be reported using a debtor proxy ID.

KEV can tell by the format whether the entered ID is a debtor ID or a debtor proxy ID. No special entry fields are therefore necessary; instead, an entry field for the debtor ID or the debtor proxy ID can be used.

**Note on entering a debtor ID**

In addition to entering the complete debtor ID, it is possible to enter a short form of the ID. It is sufficient to enter the final digits (minimum: 2 digits, maximum: 12 digits). The remaining digits are automatically filled with "0" and the letters "DES" are automatically added.

**Borrower number**

If prudential reports had, or have, to be filed for a debtor, the debtor will have been assigned a borrower number in the Deutsche Bundesbank's BAKIS prudential IT procedure. If a KEV debtor has a borrower number, this number is also kept on record in KEV. This borrower number enables the debtor to be uniquely identified.

If a borrower number is entered in order to identify the debtor, there are two cases that need to be distinguished:

- There is a matching KEV debtor for the prudential borrower number:

  In this case, all KEV data on the debtor are automatically channelled to the entry mask (see chapter 2.3.1.2.3 Entry mask, page 25).

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- There is no matching KEV debtor for the prudential borrower number:

  In this case, the debtor data are fed from BAKIS to the entry mask; the empty entry field "Street address" is to be completed by the participant.

**Joint and several liability**    If a credit claim with joint and several liability is present, the indicator in the default mask is to be set. In this case only the relevant types of credit claim and the required entry fields for entering the joint and several debtors are displayed in the entry mask.

**Plausibility checks**    When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Debtor ID/ Debtor proxy ID Borrower number | Only one debtor ID/debtor proxy ID or one borrower number for identifying the debtor may be entered. | Enter one value only. |
| Debtor ID/ Debtor proxy ID Borrower number | A participant may not enter any credit claims without guarantor for a debtor already existing in KEV if the debtor ID/debtor proxy ID or borrower number shows that there is at least one credit claim to this debtor, for which a guarantor exists. | Credit claims with a different guarantor already exist for this debtor. |
| Debtor ID/ Debtor proxy ID | The entered debtor ID/debtor proxy ID must be assigned to a debtor who exists in KEV. | Debtor ID/debtor proxy ID does not exist. Please change or delete. |
| Borrower number | The entered borrower number must be assigned to a debtor who exists in KEV or BAKIS. | Borrower number does not exist. Please change or delete. |
| Debtor ID/ Debtor proxy ID Country of debtor Type of debtor | The data on "Country of debtor" and "Type of debtor" saved in the master data of a debtor ID/debtor proxy ID must match the content of the default mask for "Country of debtor" and "Type of debtor". | Entered data on "Country of debtor" and "Type of debtor" do not match data saved in KEV for the entered debtor ID/debtor proxy ID. |

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| | Plausibility check | Error message |
|---|---|---|
| Borrower number<br>Country of debtor<br>Type of debtor | The data on "Country of debtor" and "Type of debtor" saved in the master data of a borrower number must match the content of the default mask for "Country of debtor" and "Type of debtor".<br>**Note:** This check is performed only if a debtor exists in KEV for the borrower number, but not if a debtor is listed under this borrower number in BAKIS only. | Entered data on "Country of debtor" and "Type of debtor" do not match data saved in KEV according to the entered borrower number. |
| Borrower number | The query of the BAKIS borrower number may take no longer than 5 seconds; if BAKIS does not confirm within 5 seconds, the query is aborted. A name search then has to be run to identify the debtor. | Borrower number cannot be checked right now - please delete borrower number. |
| Type of debtor<br>Country of debtor<br>Rating type | The entered combination of type of debtor, country of debtor and rating type must correspond to a rating system applied for by the participant in the application to participate in KEV. | Combination of country, type of debtor and rating type unknown - please check and contact the Customer Service KEV if necessary. |
| Type of debtor<br>Country of debtor<br>Rating type | Rating grades must exist in KEV for the selected rating system. | No rating grades exist for this combination of country, type of debtor and rating type - please contact the Customer Service KEV. |
| Country of debtor<br>Type of debtor | The country of debtor "International" may only be selected together with the type of debtor "International/supranational institution". | Illegal combination of type of debtor and country. |
| Rating type<br>Debtor identification (debtor ID/debtor proxy ID, borrower number or corporation identification number) | No update of the selected rating decision for the debtor of the submission may exist or be in progress. | Access to debtor/rating type temporarily denied; please repeat entry later. |

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## 2.3.1.2.3  Entry mask

Information

The following information is displayed or must be entered/selected in the entry mask:

- Debtor data
  - Debtor ID (display from default mask/optional)
  - Debtor proxy ID (display from default mask/optional)
  - Borrower number (display from default mask/optional)
  - Type of debtor (display from default mask/required)
  - Country of debtor (display from default mask/required)
  - Name (entry field, possibly pre-filled owing to debtor ID/debtor proxy ID/borrower number/required)
  - Street address (entry field, possibly pre-filled owing to debtor ID/debtor proxy ID/borrower number/required)
  - Post code (entry field, possibly pre-filled owing to debtor ID/debtor proxy ID/borrower number/required for German debtors)
  - Town/city (entry field, possibly pre-filled owing to debtor ID/debtor proxy ID/borrower number/required)
- Credit claim data
  - Internal reference number (entry field/required)
  - Reference known by debtor (entry field/required)
  - Amount in euro (entry field/required)
  - Value date (entry field/required)
  - Type of claim (selection field/required)
  - Maturity date (entry field/required)
  - Type of interest payment (selection field/required)
  - Resetting period interest rate (selection field/optional)
  - Law governing credit claim (display from default mask/required)
- Joint and several debtors
  - Debtor ID or debtor proxy ID
    (entry fields for up to 10 joint and several debtors/required)
- Rating data
  - Rating system (display extracted from information in default mask/required)
  - Rating grade (selection field only for IRB and RT decisions/required)
  - Information field with name of rating agency and its classification of debtor
    (entry field only for ECAI ratings/required)

Debtor ID

If a debtor ID was entered in the default mask, this ID is displayed in the entry mask in read-only mode.

If a borrower number was specified in the default mask which matches a debtor listed in KEV, the matching debtor ID (if available) is displayed in the entry mask in read-only mode.

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Otherwise, the field is left blank and is write-protected; the debtor ID can be entered only in the default mask.

**Debtor proxy ID**

If a debtor proxy ID was entered in the default mask, this ID is displayed in the entry mask in read-only mode.

If a borrower number was specified in the default mask which matches a debtor listed in KEV, the matching debtor proxy ID (if available) is displayed in the entry mask in read-only mode.

Otherwise, the field is left blank and is write-protected; the debtor proxy ID can be entered only in the default mask.

**Borrower number**

If a borrower number was entered in the default mask, this ID is displayed in the entry mask in read-only mode.

If a debtor ID/debtor proxy ID was specified in the default mask and the borrower number of this debtor is saved in KEV, the matching borrower number is displayed in the entry mask in read-only mode.

Otherwise, the field is left blank; the borrower number may be entered only in the default mask.

**Type of debtor**

The type of debtor selected in the default mask is displayed in read-only mode.

**Country of debtor**

The country of debtor selected in the default mask is displayed in read-only mode.

**Name of debtor**

If a debtor ID or debtor proxy ID or borrower number was entered in the default mask, the name of the debtor is displayed in read-only mode; otherwise, the name of the debtor has to be entered manually.

**Street address**

If a debtor ID or debtor proxy ID or borrower number for which a debtor data record exists in KEV was specified in the default mask, the street address, too, is displayed in read-only mode.

If a borrower number was specified in the default mask which matches a borrower that exists in the IT application BAKIS but does not exist in KEV, the street address has to be entered.

A street name and house number have to be entered at all events; post office box addresses are not accepted.

**Post code**

If a debtor ID or debtor proxy ID or borrower number was entered in the default mask, the post code is displayed in read-only mode; otherwise, the post code has to be entered manually.

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| Town/city | If a debtor ID or debtor proxy ID or borrower number was entered in the default mask, the town/city is displayed in read-only mode; otherwise, the town/city has to be entered manually. |

| Internal reference number | The internal reference number is assigned by the participant himself for the purpose of uniquely identifying that participant's credit claims. |

| Reference known by debtor | The reference known by debtor is assigned by the participant himself for the purpose of uniquely identifying the participant`s credit claims against the debtor, the guarantor or the joint and several debtors. |

**Amount in euro**

Give the amount outstanding of the credit claim at the time it was submitted. It is not permissible to assign part of a credit claim.

The amount must be a minimum of €10,000.

The following entry formats are allowed:

- The standard entry format is with points as thousand separators and with a decimal comma to set off the two decimal places to the right of the number. Example: 10.000,00

- It is not necessary to enter the thousand separator; however, a decimal comma must be entered before any decimal places. Such entries are then converted to the standardised format.
  Examples

  − 10000 → 10.000,00

  − 10.000 → 10.000,00

  − 10000,1 → 10.000,10

  − 10.000,1 → 10.000,10

**Value date**

The value date gives the point in time at which the amount of the credit claim either has been disbursed or will be disbursed.

If the value date is in the past, the credit claim can be valued by the Deutsche Bundesbank as collateral once the entry record has been processed successfully. The specification of a value date that is in the past (ie the credit was value-dated immediately upon submission in KEV) does not affect the valuation haircut to be used. For the haircut, only the residual maturity of the credit claim starting from the current business day is relevant.

However, a credit claim can already be submitted in KEV prior to its value-dating and to the disbursement of the credit claim amount. Although the credit claim is registered in KEV stocks until the value date has been reached, no credit claim value is calculative for the participant's collateral pool yet.

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The following entry formats are allowed:

- The standardised format for entering the date is
  - DD.MM.YYYY
- The following entry formats are likewise supported by KEV and converted into the standardised format:
  - D.MM.YYYY (no leading 0 necessary for single-digit days)
  - DD.M.YYYY (no leading 0 necessary for single-digit months)
  - DD.MM.YY (no leading 20 necessary for two-digit years)
  - DDMMYYYY (separators set automatically)
  - DDMMYY (separators and leading 20 for two-digit years set automatically)

**Type of interest payment**   There are three possible types of interest payment:

- Fixed coupon
- Variable coupon > 1 year
- Variable coupon ≤ 1 year

Choose the applicable method of paying interest.

The type of interest payment "variable coupon" is to be distinguished, whether the resetting period is less than or equal to one year or if it is greater than one year. In the case of "greater than one year" the credit claim is valued like a fixed-rate claim. The type "Variable coupon > 1 year" must be selected.

The haircut factor is calculative based on the type of interest payment and the residual maturity.

**Resetting period interest rate**   The following possible resetting periods may be selected:

- Annual
- Semi-annual
- Quarterly
- Monthly
- Twice-monthly
- Weekly
- Irregular

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| Maturity date | Specify the credit claim's maturity date. |
|---|---|
| | If the credit claim is regularly repayable in partial amounts (in equal amounts and equal intervals eg annuity loan), the maturity date of the last instalment is to be entered. If this day is not clearly defined, the date is to be determined on the basis of the original amortisation and interest rate. Agreed rights of termination are irrelevant in this context. After any change in the interest rate and/or the amortisation rate after the fixed interest period has expired, the maturity date is to be updated immediately to the new day identified by reference to the new parameters (see chapter 2.3.1.4 Entry of updates, page 36). |
| | If there is no maturity date mentioned in the credit agreement or the credit is granted for an indefinite time, the 31.12.2099 is to be taken as the notional maturity date. |
| | The maturity date must be after the date of submission. |
| | The following entry formats are allowed: |

- The standardised format for entering the date is
    - DD.MM.YYYY
- The following entry formats are likewise supported by KEV and converted into the standardised format:
    - D.MM.YYYY (no leading 0 necessary for single-digit days)
    - DD.M.YYYY (no leading 0 necessary for single-digit months)
    - DD.MM.YY (no leading 20 necessary for two-digit years)
    - DDMMYYYY (separators set automatically)
    - DDMMYY (separators and leading 20 for two-digit years set automatically)

| Type of claim | These are the possible types of claims: |
|---|---|

- Credit claim
- Claims against borrowers' notes
- Consortium credit claim
- Other

The default content of the selection field is "Credit claim".

"Other" and "Consortium credit claim" are currently not valid selections.

| Law governing credit claim | The country whose law governs the credit claim selected in the default mask is displayed in read-only mode. |
|---|---|

| Joint and several debtors | If the indicator "Joint and several liability" was set in the default mask, ten entry fields for debtor-IDs or debtor proxy IDs of joint and several debtors are displayed in the entry mask. |
|---|---|

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**Rating system**

The rating system (also called credit assessment system) is calculative from the data entered in the default mask on rating type, type of debtor and country of debtor using the rating systems defined by the participant in the application to participate in KEV.

The rating system is generally unique; in this case, it is displayed in read-only mode.

If, however, there is more than one valid rating system for a given combination of rating type, type of debtor and domicile country of debtor, a list of matching rating systems is presented. In this case, the selection field is not pre-filled; the appropriate rating system has to be selected.

**Rating grade**

It is only necessary to specify a rating grade if an IRB or RT decision is being used. The rating grades listed in application for approval to use the rating system are presented in a list for selection. Choose the applicable rating grade. This must be an eligible rating grade.

**Information field**

The information field is displayed only if the rating system is ECAI. In the ECAI rating system, all external ratings for the particular debtor are combined. It is therefore not possible to infer individual external ratings (eg Standard & Poor's, Moody's or FitchRatings) using the rating system.

In order to document which agency's rating the participant is applying to the debtor, it is required to specify the rating agency and the classification as free text in the information field.

**Plausibility checks**

When entering the data into the entry mask, the following plausibility checks need to be run by the system:

| | Plausibility check | Error message |
|---|---|---|
| Type of claim Joint and several debtors (Debtor IDs/Debtor proxy IDs) | The types of claim with joint and several liability and the entry fields for the debtor IDs/ debtor proxy IDs of the joint and several debtors are only displayed if a type of claim with joint and several liability is present | Plausibility check is implemented by GUI |
| Debtor ID/Debtor proxy ID (debtor and joint and several debtors) | The debtor ID/debtor proxy ID must exist in KEV | Debtor ID/debtor proxy ID does not exist. Please change or delete. |
| Debtor ID/Debtor proxy ID (debtor) Debtor ID/Debtor proxy IDs (joint and several debtors) | The debtor ID/debtor proxy ID of the debtor and joint and several debtors must not be identical. | Debtor and joint and several debtors must not be identical. |
| Debtor ID/Debtor proxy ID (debtor) Debtor ID/Debtor proxy IDs (joint and several debtors) | The debtor ID/debtor proxy ID of the debtor and joint and several debtors must not refer to the same debtor in KEV. | Debtor and joint and several debtors must not be identical. |

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|  | Plausibility check | Error message |
|---|---|---|
| Debtor ID/Debtor proxy IDs (joint and several debtors) | The debtor IDs/debtor proxy IDs of the joint and several debtors must not refer to the same debtor in KEV. | Joint and several debtors must not be identical. |
| Country of debtor Post code | If "Germany" is given as the country of debtor, a post code needs to be entered. | Entry required. |
| Country of debtor Post code | If "Germany" is given as the country of debtor, the post code must consist of five digits. | Invalid post code |
| street address | A street address must be entered. | Entry required. |
| Rating grade | The entered rating grade must be eligible. | Ineligible rating grade - please check. |
| Rating system Debtor ID/debtor proxy ID or name, post code, town/city | The rating system must be identical to the rating system of a credit claim already existing in KEV for this participant. | Credit claims with different rating data already exist for this debtor. |
| Rating grade | For participant-related rating systems (IRB and RT) the rating grade must be identical to the rating grade of a credit claim that already exists in KEV for this participant. | Credit claims with different rating data already exist for this debtor. |
| Internal reference number | The internal reference number may not already exist in KEV for this participant. This applies to credit claims being held and to submissions of credit claims that have not been completely processed. | Reference number already exists. |
| Reference known by debtor | The reference known by debtor may not already exist in KEV for this participant. This applies to credit claims being held and to submissions of credit claims that have not been completely processed. | Reference known by debtor already exists. |
| Amount in euro | Upon submission the amount, in euro, must be at least €10,000. | Less than minimum amount |
| Amount in euro MFI number | For participants whose country is not equal to DE the amount in euro must be at least € 500,000. | Less than minimum amount |
| Maturity date | The maturity date must be after the current business day. | Invalid date |
| Value date | The value date must be no more than 1,200 months before or after the current date. | Invalid date |

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|  | Plausibility check | Error message |
|---|---|---|
| Maturity date<br>Value date | The value date must be prior to maturity date. | Value date must be before maturity date. |
| Value date<br>MFI number | For participants whose country is not equal to DE the value date must be prior to or same as system date. | Invalid date |
| Information field | If the rating system is "ECAI", the rating agency and the grade it has assigned must be entered in the information field. | Entry required. |
| Rating system<br>Rating grade<br>Debtor identification<br>(debtor ID/debtor proxy ID, borrower number or corporation identification number) | No update of the selected rating decision for the debtor of the submission may exist or be in progress. | Access to debtor/rating type temporarily denied; please repeat entry later. |
| Name, street address, town/city, Internal reference number | No blank in the first and last position of the entry field may exist. | Leading or trailing blanks included. Please delete those first. |

## 2.3.1.3 Entry of submitted credit claims with guarantor

### 2.3.1.3.1 Basic features

**Basic features**

The procedure of the debtor-related guarantee is replaced by a claim-related guarantee. Guarantees have to be examined for compliance with legal requirements. It is therefore necessary, prior to submission of a credit claim with a guarantor, to contact the Customer Service KEV for a preliminary examination of the guarantee's permissibility, thereby ensuring that the entry of such a credit claim can be processed quickly. If credit claims for which there is no rating decision for the debtor are submitted, contact the Customer Service KEV.

**Procedure**

The submission of a credit claim with a guarantor is entered into KEV in two steps:

- In the first step, some basic information on the credit claim earmarked for assignment is to be entered into a default mask.

- An entry mask will subsequently appear, into which the specific data on the credit claim - and, in the case of a new debtor/guarantor, the address of the debtor/guarantor - are to be entered.

**Menu navigation**

The function is called up via the menu "Entry → Submission with guarantor". The menu is displayed only if the user has been assigned the "Entry of credit claims" role.

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## ▌ 2.3.1.3.2   Default mask

**Information**

The following information is to be selected/entered in the default mask:

- Debtor data
  - Type of debtor (selection field/required)
  - Country of debtor (selection field/required)
  - Law governing credit claim (selection field/required)
  - Rating type (selection field/required)
  - Debtor ID/debtor proxy ID or borrower number (entry field/optional)
- Guarantor data
  - Type of debtor (selection field/required)
  - Country of debtor (selection field/required)
  - Law governing credit claim (selection field/required)
  - Rating type (selection field/required)
  - Debtor ID/debtor proxy ID or borrower number (entry field/optional)

**Debtor data**

The comments on entering submitted credit claims without a guarantor (see chapter 2.3.1.2.2 Default mask, page 20) generally also apply to the debtor data to be entered and the plausibility checks to be performed.

**Rating type**

If a rating type which may not be used for a combination of type of debtor, country of debtor and rating type is chosen, an error message will appear.

**Guarantor data**

The comments on entering data on debtors for submitted credit claims without a guarantor (see chapter 2.3.1.2.2 Default mask, page 20) generally also apply to the guarantor data to be entered and the plausibility checks to be performed.

**Joint and several liability**

If a credit claim with joint and several liability is present, the indicator in the default mask is to be set. In this case only the relevant types of credit claim and the required entry fields for entering the joint and several debtors are displayed in the entry mask.

**Plausibility checks**

Please note the following deviations:

|  | Plausibility check | Error message |
|---|---|---|
| **Debtor ID/ Debtor proxy ID (debtor and guarantor)** | The debtor ID/debtor proxy ID of a debtor must not be identical to that of the guarantor. | Debtor and guarantor must not be identical. |
| **Borrower number (debtor and guarantor)** | The borrower number of a debtor must not be identical to that of the guarantor. | Debtor and guarantor must not be identical. |

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|  | Plausibility check | Error message |
|---|---|---|
| Debtor ID/<br>Debtor proxy ID<br>Borrower number (debtor and guarantor) | The debtor ID/debtor proxy ID and the borrower number of the debtor and guarantor must not refer to the same debtor in KEV. | Debtor and guarantor must not be identical. |

## ▊ 2.3.1.3.3    Entry mask

Information

The following information is displayed or must be entered/selected in the entry mask:

- Debtor data
  - Debtor ID (display from default mask/optional)
  - Debtor proxy ID (display from default mask/optional)
  - Borrower number (display from default mask/optional)
  - Type of debtor (display from default mask/required)
  - Country of debtor (display from default mask/required)
  - Name (entry field, possibly pre-filled owing to debtor ID/borrower number/required)
  - Street address (entry field, possibly pre-filled owing to debtor ID/borrower number/required)
  - Post code (entry field, possibly pre-filled owing to debtor ID/borrower number/required  for German debtors)
  - Town/city (entry field, possibly pre-filled owing to debtor ID/borrower number/required)
- Credit claim data
  - Internal reference number (entry field/required)
  - Reference known by debtor (entry field/required)
  - Amount in euro (entry field/required)
  - Value date (entry field/required)
  - Type of claim (selection field/required)
  - Maturity date (entry field/required)
  - Type of interest payment (selection field/required)
  - Resetting period interest rate (selection field/optional)
  - Law governing credit claim (display from default mask/required)
- Joint and several debtors
  - Debtor ID or debtor proxy ID
    (entry fields for up to 10 joint and several debtors/required)
- Debtor rating data
  - Rating system (display extracted from information in default mask/required)
  - Rating grade (selection field only for RT decisions/required)
  - Information field (entry field if using ECAI ratings/required)

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- Guarantor data
    - Debtor ID (display from default mask/optional)
    - Debtor proxy ID (display from default mask/optional)
    - Borrower number (display from default mask/optional)
    - Type of debtor (display from default mask/required)
    - Country of debtor (display from default mask/required)
    - Name (entry field, possibly pre-filled owing to debtor ID/borrower number/required)
    - Street address (entry field, possibly pre-filled owing to debtor ID/borrower number/required)
    - Post code (entry field, possibly pre-filled owing to debtor ID/borrower number/required for German debtors)
    - Town/city (entry field, possibly pre-filled owing to debtor ID borrower number/required)
    - Law governing credit claim (display from default mask/required)
- Guarantor rating data
    - Rating system (display extracted from information in default mask/required)
    - Rating grade
    - Information field (entry field only for ECAI ratings/required)

| | | |
|---|---|---|
| **Debtor data** | The comments on entering debtor data for submitted credit claims without a guarantor (see chapter 2.3.1.2.3 Entry mask, page 25) generally also apply to the debtor data to be entered and the plausibility checks to be performed. | |
| **Rating grade** | In a departure from the procedure for entering a submission without a guarantor, an ineligible rating grade may also be entered here as the debtor's rating grade provided the rating grade of the guarantor is eligible. | |
| **Guarantor data** | The comments on entering debtor data for submitted credit claims without a guarantor (see chapter 2.3.1.2.3 Entry mask, page 25) generally also apply to the guarantor data to be entered and the plausibility checks to be performed. | |
| **Plausibility checks** | Please note the following deviations: | |

| | Plausibility check | Error message |
|---|---|---|
| **Name**<br>**Post code**<br>**Town/city**<br>**(debtor and guarantor)** | The combination of name, post code and town/city of a debtor and the guarantor may not be identical. | Debtor and guarantor data are identical. |

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|  | Plausibility check | Error message |
| --- | --- | --- |
| Rating system of the debtor and Rating system of the guarantor | The rating system for the rating decision for the debtor and/or for the guarantor must be assigned to the submitter. | Combination of country, type of debtor and type of rating unknown - please check and contact the Customer Service KEV |
| Rating grade of the debtor and rating grade of the guarantor | At least one rating grade must be eligible. | Ineligible rating grade - please check. |
| Debtor ID/Debtor proxy IDs (debtor, guarantor and joint and several debtors) | The debtor ID/debtor proxy ID must exist in KEV | Debtor ID/debtor proxy ID does not exist. Please change or delete. |
| Debtor ID/Debtor proxy ID (debtor) Debtor ID/Debtor proxy ID (guarantor) Debtor ID/Debtor proxy IDs (joint and several debtors) | The debtor IDs/debtor proxy IDs of the debtor, guarantor and joint and several debtors must not be identical. | Debtor, guarantor and joint and several debtors must not be identical. |
| Debtor ID/Debtor proxy ID (debtor) Debtor ID/Debtor proxy ID (guarantor) Debtor ID/Debtor proxy IDs (joint and several debtors) | Debtor, guarantor and joint and several debtors must not be identical. | The debtor ID/debtor proxy IDs of the debtor, guarantor and joint and several debtors must not refer to the same debtor in KEV. |

## 2.3.1.4    Entry of updates

### 2.3.1.4.1      Basic features

Basic features

The KEV stock data of credit claims assigned to the Deutsche Bundesbank are to be updated immediately after any change in the reference known by debtor, amount, maturity date, type of interest payment or resetting period interest rate. Amounts particularly have to be changed if the amount outstanding of the credit claim falls below the amount registered in KEV through, for instance, repayments.

The relevant time for the change is its value date.

There can always be only one entry record (update or voluntary return) for each credit claim. If an entry record which has not been completely processed already exists for a credit claim, the credit claim is not displayed for the update or the voluntary return. For participants using an IRB or RT decision, this examination also includes entry records from the update of the rating.

Menu navigation

The function is called up via the menu "Entry → update". The menu is displayed only if the user has been assigned the "Entry of credit claims" role.

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## 2.3.1.4.2    Default mask

**Information**

The following information is to be selected/entered in the default screen:

- Internal reference number (entry field/optional)
- Credit claim ID (entry field/optional)
- Search for credit claim via
  - Debtor ID/debtor proxy ID (entry field/optional)
    - Pre-selection of the debtor ID/debtor proxy ID
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim
  - Prudential borrower number (entry field/optional)
    - Pre-selection of borrower number
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim
  - Name search (entry field/optional)
    - Pre-selection of a search term
    - Display of all debtors matching the search term along with the participant's credit claims
    - Selection of the debtor
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim

**Note on entering a debtor ID**

In addition to entering the complete debtor ID, it is possible to enter a short form of the ID. It is sufficient to enter the final digits (minimum: 2 digits, maximum: 12 digits). The remaining digits are automatically filled with "0" and the letters "DES" are automatically added.

**Explanatory notes on name search**

The purpose of a name search is to find a debtor in KEV whose debtor ID/debtor proxy ID or borrower number is unknown.

In a name search, all debtors matching a search term are queried in KEV and returned in a list box. The desired debtor may then be selected from the list box.

If there is only one match for the search term, the list box is skipped and the appropriate data record is displayed directly.

Please observe the following when entering a search term:

- Only those debtors matching the search term and for whom there is at least one outstanding credit claim in the participant's KEV stock of claims will be displayed.
- A maximum of 50 debtors will be displayed in the list box for selection. If the selected search term is so broad that it results in more than 50 hits, an error message will be issued and the user will be requested to refine the search.
- Search terms are not case-sensitive.

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- The search recognises umlauts in search terms. If the user is not sure whether a search term is written with or without an umlaut, a double search has to be run.

- Search terms may contain "wild cards" which are explained in the block Search term in a name search, page 38 using a sample search for "Test Corporation for Übung Ltd".

**Search term in a name search**

In a name search, search terms may be entered in any of the following ways:

| Search term | Result |
|---|---|
| Test corporation | No match, as the system will search only for a debtor whose name is absolutely identical with the search term. However, this is not the case, as the debtor's name contains additional words. |
| Test cor* | Match, as the system will search for all debtors whose names begin with "Test cor" and contain any combination of characters. |
| *Ltd | Match, as the system will search for all debtors whose names end with "Ltd" and contain any combination of preceding characters. |
| cor* | No match, as the system will search for all debtors whose names begin with "cor" and contain any combination of subsequent characters. The name of the search target, however, does not begin with "cor". |
| *cor* | Match, as the system will search for all debtors containing the word "cor" in any part of the name. |
| Test Corporation for Übung Ltd* | Match, as the system will search for all debtors whose names begin with "Test Corporation for Übung Ltd" and contain any combination of subsequent characters. The fact that the search term corresponds exactly to the debtor's name and that the name has no additional subsequent characters is irrelevant. |
| *Test Cor* | Match, as the system will search for all debtors containing "Test Cor" in any part of the name. The fact that the name begins with the search term and is not preceded by any characters is irrelevant. |
| *ltd | Match, as the system will search for all debtors whose names end with "Ltd" and contain any combination of preceding characters. The name search is not case-sensitive. |
| *Uebung* | No match, as the system will search for all debtors containing the word "Uebung" in any part of the name. However, since umlauts are recognised by the system, the search term is not the same as "Übung", which is part of the corporation's actual name. |

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Plausibility checks

When entering the data into the default mask, the following plausibility checks need to be run by the system:

| | Plausibility check | Error message |
|---|---|---|
| Internal reference number | The internal reference number must exist in the participant's current stock of credit claims, and no entry record that has not been completely processed may exist for the credit claim. | Internal reference number does not exist. Please change or delete. |
| Debtor ID/ Debtor proxy ID | The debtor ID/debtor proxy ID must exist in KEV, the participant must have a current credit claim against this debtor in the stock, and no entry record that has not been completely processed may exist for the credit claim. | Debtor ID/debtor proxy ID does not exist. Please change or delete. |
| Credit claim ID | The credit claim ID must exist in the participant's current stock of credit claims, and no entry record that has not been completely processed may exist for the credit claim. | Credit claim ID does not exist. Please change or delete. |
| Borrower number | The borrower number must exist in KEV, the participant must have a current credit claim against this debtor in the stock, and no entry record that has not been completely processed may exist for the credit claim. | Borrower number does not exist. Please change or delete. |
| Name search | The search term must match at least one debtor in KEV for which the participant has at least one up-to-date credit claim in the stock, and no entry record that has not been completely processed may exist for this debtor. | No results for search term |
| Internal reference number Credit claim ID Debtor ID/ Debtor proxy ID Borrower number Name search | One of the following five values must be entered:<br>• Internal reference number<br>• Credit claim ID<br>• Debtor ID/Debtor proxy ID<br>• Borrower number<br>• Search term for name search | Entry required. |

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| | Plausibility check | Error message |
|---|---|---|
| Internal reference number<br>Credit claim ID<br>Debtor ID/<br>Debtor proxy ID<br>Borrower number<br>Name search | Only one of the following five values may be entered:<br>• Internal reference number<br>• Credit claim ID<br>• Debtor ID/Debtor proxy ID<br>• Borrower number<br>• Search term for name search | Enter one value only. |
| Rating type<br>Debtor identification (debtor ID/debtor proxy ID, borrower number or corporation identification number) or name, post code and town/city of the debtor | No update of the selected rating decision for the debtor may exist or be in progress. | Access to debtor/rating type temporarily denied; please repeat entry later. |
| Internal reference number | No update of the rating decision for the selected credit claim may exist or be in progress. | Access to debtor/rating type temporarily denied; please repeat entry later. |
| Credit claim ID | No update of the rating decision for the selected credit claim may exist or be in progress. | Access to debtor/rating type temporarily denied; please repeat entry later. |

## 2.3.1.4.3    Entry mask

**Information**

All stock data of the credit claim and entry fields for changeable data are displayed.

The following credit claim data can be updated:

• Reference known by debtor

• Amount

• Maturity date

• Type of interest payment

• Resetting period interest rate

At least one of these fields must differ from the previous information on the credit claim. It is also possible for domestic participants to change all data at the same time.

The other stock data on the credit claim cannot be changed.

The update of the credit claim must be confirmed.

**Reference known by debtor**

The new reference known by debtor is to be given here. It is assigned by the participant himself for the purpose of uniquely identifying the participant's credit claims against the debtor, the guarantor or the joint and several debtors. Therefore it is to be updated immediately after any change.

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| | |
|---|---|
| **Amount** | The new credit claim amount is to be given here; the key factor is the capital amount outstanding of the credit claim at the time of the update. It is not permissible to assign part of a credit claim. |

The updated credit claim amount may be smaller than the minimum amount of €10,000 for the submission.

The amount may be reduced to zero only if the credit claim has been completely repaid or the credit has been cancelled. If the amount is equal to zero, the credit claim is then immediately deleted from KEV.

If, by contrast, a participant intends to rescind the assignment of collateral to the Deutsche Bundesbank - with the credit claim still existing - the collateral is to be released via the menu item "Voluntary return" (see chapter 2.3.1.5 Entry of voluntary returns, page 44).

The following entry formats are allowed:

- The standard entry format is with points as thousand separators and with a decimal comma to set off the two decimal places to the right of the number.
  Example: 10.000,00

- It is not necessary to enter the thousand separator; however, a decimal comma must be entered before any decimal places. Such entries are then converted to the standardised format.
  Examples
  - 10000 → 10.000,00
  - 10.000 → 10.000,00
  - 10000,1 → 10.000,10
  - 10.000,1 → 10.000,10

**Maturity date**

The maturity date must be after or on the business day.

If the maturity date is the same as the business day, the credit claim is immediately deleted from KEV.

The following entry formats are allowed:

- The standardised format for entering the date is
  - DD.MM.YYYY

- The following entry formats are likewise supported by KEV and converted into the standardised format:
  - D.MM.YYYY (no leading 0 necessary for single-digit days)
  - DD.M.YYYY (no leading 0 necessary for single-digit months)
  - DD.MM.YY (no leading 20 necessary for two-digit years)
  - DDMMYYYY (separators set automatically)
  - DDMMYY (separators and leading 20 for two-digit years set automatically)

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**Type of interest payment**    There are three possible types of interest payment:

- Fixed coupon
- Variable coupon > 1 year
- Variable coupon ≤ 1 year

The type of interest payment "variable coupon" is to be distinguished, whether the resetting period is less than or equal to one year or if it is greater than one year. In the case of "greater than one year" the credit claim is valued like a fixed-rate claim. The type "Variable coupon > 1 year" must be selected.

The haircut factor is calculative based on the type of interest payment and the residual maturity.

**Resetting period interest rate**    The following possible resetting periods may be selected:

- Annual
- Semi-annual
- Quarterly
- Monthly
- Twice-monthly
- Weekly
- Irregular

It is possible to return back from a selected value to "no change".

**Plausibility checks**    When entering the data into the entry mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Reference known by debtor - update<br>Amount in euro - update<br>Maturity date - update<br>Type of interest payment - update<br>Resetting period interest rate - update | At least one of the values must be entered. | Entry required. |
| Reference known by debtor<br>Amount in euro<br>Maturity date<br>Type of interest payment<br>Resetting period interest rate | At least one of the values must be changed compared with the existing credit claim. | At least one of the fields must be changed for an update. |
| Reference known by debtor - update<br>Amount in euro - update<br>Maturity date - update | Any entries in "update value" must differ from the previous value of the credit claim. | The previous credit claim value matches the entered update value - please enter a different value or delete the entered value. |

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|  | Plausibility check | Error message |
|---|---|---|
| Maturity date - update | "Maturity date - update" must be after or on the current business day. | Invalid date |
| Type of interest payment - update<br>Resetting period interest rate - update | Any entries in "Type of interest payment - update" and/or in "resetting period interest rate - update" must differ from the previous value of the credit claim. | The previous credit claim value matches the entered update value - please enter a different value or delete the entered value. |
| Rating system<br>Rating grade<br>Debtor identification (debtor ID/debtor proxy ID, borrower number or corporation identification number) or name, post code and town/city of the debtor | No update of the selected rating decision for the debtor may exist or be in progress. | Access to debtor/rating type temporarily denied; please repeat entry later. |
| Rating system<br>Rating grade<br>Debtor identification of the guarantor (debtor ID/debtor proxy ID, borrower number or corporation identification number) or name, post code and town/city of the guarantor | No update of the selected rating decision for the guarantor may exist or be in progress. | Access to guarantor/rating type temporarily denied; please repeat entry later. |

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### 2.3.1.5 Entry of voluntary returns

### 2.3.1.5.1 Basic features

**Basic features**

A participant can use this function to request the voluntary return of a credit claim assigned to the Deutsche Bundesbank as collateral for his credit utilisation. However, the Deutsche Bundesbank examines every request for the voluntary return of collateral to determine whether the participant has enough other forms of collateral to cover his borrowing from the Deutsche Bundesbank.

There can always be only one entry record (update or voluntary return) for each credit claim. If an entry record which has not been completely processed already exists for a credit claim, the credit claim is not displayed for the update or the voluntary return.

**Menu navigation**

The function is called up via the menu "Entry → Voluntary return". The menu is displayed only if the user has been assigned the "Entry of credit claims" role.

### 2.3.1.5.2 Default mask

**Information**

The following information is to be selected/entered in the default screen:

- Internal reference number (entry field/optional)
- Credit claim ID (entry field/optional)
- Search for credit claim via
  - Debtor ID/debtor proxy ID (entry field/optional)
    - Pre-selection of the debtor ID/debtor proxy ID
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim
  - Prudential borrower number (entry field/optional)
    - Pre-selection of borrower number
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim
  - Name search (entry field/optional)
    - Pre-selection of a search term
    - Display of all debtors matching the search term along with the participant's credit claims
    - Selection of the debtor
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim

**Explanatory notes on name search, debtor ID and plausibility checks**

The comments on the entry of updates of credit claims in the default mask (see chapter 2.3.1.4.2 Default mask, page 37) also apply to the name search, the debtor ID and the plausibility checks when entering voluntary returns in the default mask.

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### 2.3.1.5.3 Entry mask

**Information**

The credit claim data are displayed.

The voluntary return of the credit claim must be confirmed.

**Plausibility checks**

When entering the data into the entry mask, no particular plausibility checks need to be run.

## 2.3.1.6 Entry of rating updates

### 2.3.1.6.1 Basic features

**Basic features**

The entry of rating updates is restricted to participants who have submitted credit claims with an IRB or RT decision.

A rating update must be performed immediately any time the rating decision or credit assessment of the debtor or guarantor of a credit claim assigned to the Deutsche Bundesbank changes.

A rating update should be performed at least once a year in KEV for each debtor/guarantor to demonstrate that the rating is up to date.

Whenever an update rating is being entered or revised, it is not possible to update or return credit claims of the debtor in question during the update.

**Menu navigation**

The function is called up via the menu "Entry → Update rating". The menu is displayed only if the user has been assigned the "Entry of credit claims" role.

### 2.3.1.6.2 Default mask

**Information**

The following information is to be selected/entered in the default mask:

- Internal reference number (entry field/optional)
- Credit claim ID (entry field/optional)
- Debtor ID/debtor proxy ID (entry field/optional)
- Name search (entry field/optional)
  - Pre-selection of a search term
  - Display of all debtors matching the search term along with the participant's credit claims with an IRB or RT decision
  - Selection of the debtor

**Note on entering a debtor ID**

In addition to entering the complete debtor ID, it is possible to enter a short form of the ID. It is sufficient to enter the final digits (minimum: 2 digits, maximum: 12 digits). The remaining digits are automatically filled with "0" and the letters "DES" are automatically added.

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Explanatory notes on name search

The name search is identical to that in the default mask when entering updates of credit claims (see chapter 2.3.1.4.2 Default mask, page 37).

Plausibility checks

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Credit claim ID | The credit claim ID must exist in KEV in the current stock of credit claims for this submitter. | Credit claim ID does not exist. Please change or delete. |
| Internal reference number | The internal reference number must exist in KEV in the current stock of credit claims for this submitter. | Internal reference number does not exist. Please change or delete. |
| Debtor ID/ Debtor proxy ID | The debtor ID/debtor proxy ID must exist in KEV, the participant must have a current credit claim against this debtor in the stock for which there is an IRB or RT decision, and no update rating entry record that has not been completely processed may exist for the credit claim. | Debtor ID/debtor proxy ID does not exist. Please change or delete. |
| Name search | The search term must yield at least one match for which the participant has at least one up-to-date credit claim against a debtor for which an IRB or RT decision exists and for which there is no update rating entry record that has not been completely processed. | No results for search term |
| Internal reference number Credit claim ID Debtor ID/ Debtor proxy ID Name search | There must be either an internal reference number, a credit claim ID, a debtor ID/debtor proxy ID or a search term for the name search. | Entry required. |
| Internal reference number Credit claim ID Debtor ID/ Debtor proxy ID Name search | Either only one internal reference number, one credit claim ID, one debtor ID/debtor proxy ID or one search term for the name search may be entered. | Enter one value only. |

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### 2.3.1.6.3    Entry mask

**Information**

The system displays the data of the debtor/guarantor and the rating decision as well as a selection field for the intended update:

- Rating grade of debtor (selection field/required)

It is irrelevant for a rating update whether the update concerns a debtor or a guarantor.

**Rating grade**

The rating grades listed in application for approval to use the rating system are presented in a list for selection. Choose the applicable rating grade. The same rating grade may also be chosen again.

The impact of a rating update depends on the eligibility of the newly entered rating grade.

**Eligible rating grade**

If the selected rating grade is eligible, the update is simply a reiterative update to re-establish congruency between the stock data in KEV and the participant's internal data.

This is especially the case if the same rating grade previously on file for the debtor is re-entered (eg during the update of the rating decision, which has to be performed at least once a year).

In KEV, an iterative update causes all of the participant's existing credit claims against the respective debtor/guarantor to be converted to the new rating grade.

**Ineligible rating grade**

If the selected rating grade of a debtor is ineligible (and there is no eligible guarantor available), or if a rating update renders a guarantor himself ineligible, KEV automatically deletes all this participant's credit claims against this debtor and reduces the credit claim value in the participant's collateral account.

The point in time when the credit claim(s) is/are actually given back, ie when the Deutsche Bundesbank releases the collateral, is - by way of analogy to voluntary returns - contingent on whether the participant has enough additional collateral to cover his borrowing from the Deutsche Bundesbank.

**Plausibility checks**

When entering the data into the entry mask, no particular plausibility checks need to be run.

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## 2.3.2    Changing and deleting entries

**Basic features**

All entries in the system that have not been released can be changed or deleted by either the same user or a different user.

**Role**

For changing and deleting entries, the role "Entry of credit claims" is necessary.

**Menu navigation**

The function is called up via the menu "Change/deletion → Change/deletion". The menu is displayed only if the user has been assigned the "Entry of credit claims" role.

**List boxes**

All entry records are displayed in list boxes. Depending on the preceding processing step, the entries are sorted into three list boxes:

- Changeable entries
- Correct rejected entries
- Currently being processed

**Changeable entries**

In the "Changeable entries" list box, a user is shown all entries that are neither being processed by another user (see block Currently being processed, page 48) nor have been rejected by another releaser (see block Correct rejected entries, page 48).

**Correct rejected entries**

A releaser has the option of rejecting an entry record pending correction (see chapter 2.3.3 Release of entries, page 50). Rejected entry records are made available for revision in the list box "Correct rejected entries".

**Currently being processed**

If an entry record is called up by a user, it receives a processing indicator. All entry records with a processing indicator are displayed in the list box "Currently being processed".

Entries listed here can be called up by another user at any time and accepted for processing.

If an entry record is called up and accepted for processing by another user, the action of the first user to confirm his entry is performed, and confirmation by the second user will result in an error message.

**Overview of all entry records**

All three list boxes combined contain all of a participant's existing entry records in KEV at the given point in time and give an overview of their processing status in the system.

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| | |
|---|---|
| **Categories within list boxes** | Entry records are assigned to one of six categories within the list boxes: |
| | • New submission |
| | • Update |
| | • Voluntary return |
| | • Update rating |
| | • Creation underwriter |
| | • Update underwriter |
| **Processing options** | If an entry record is called up from one of the list boxes, the entered data are displayed in either read-only or in read-write mode, depending on the type of entry record. The options are to either change or delete the entry record. |
| **Change** | In principle, all previously entered data can be changed by either overwriting them or selecting a different value. |
| | If a new credit claim is being submitted, this applies only to data that were entered in the entry mask. The basic data already entered in the default mask (type of debtor, country of debtor, law governing credit claim, rating type, debtor ID/debtor proxy ID and borrower number) cannot be changed. If, however, these data need to be changed, the erroneous entry record must be deleted and the data must be completely re-entered. |
| | In the event of a change, the plausibility checks are the same as those for the respective new entry. |
| **Deletion** | The deletion of the entry record is confirmed; no further entry is necessary. |

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### ■ 2.3.3    Release of entries

**Basic features**

All entry records must be released. Entry records are released according to the "four-eyes principle", ie the user performing the release must not be the same user that entered the record.

**Role**

To release and reject the release of entries, the role "Release of entries" is necessary.

**Menu navigation**

The function is called up via the menu "Entry → Release". The menu is displayed only if the user has been assigned the "Release of entries" role.

**List box**

In the list box, the user will only be shown entry records for release or rejection of release which the user has not entered himself and which no other user is currently processing at that point in time.

**Categories**

Entry records are assigned to one of five categories within the list box:

- New submission
- Update
- Voluntary return
- Update rating
- Update underwriter

**Processing option**

If an entry record is called up from the list box, the entered data are displayed in read-only mode. The entry record can be either released or rejected.

**Release**

Upon release, the entry record is made available for further processing by the Deutsche Bundesbank.

**Rejection**

Upon rejection, the entry record is returned for either correction or deletion.

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## 2.4 Evaluations

### 2.4.1 Evaluations in general

#### 2.4.1.1 Basic features

**Basic features**

KEV makes it possible to run statistical queries on submissions, credit claims, obligatory returns, maturities, update ratings and the participant's own master data.

**Role**

For evaluations, the role "Evaluations" is necessary.

**Menu navigation**

The evaluations function is called up via the menu item "Evaluations → submenu item for individual evaluation". The evaluations menu item and its submenu items are displayed only if the user has been assigned the "Evaluations" role.

**Overview of evaluations**

KEV offers the following evaluation types:

- Submitter (see chapter 2.4.1.2 Evaluation of submitter, page 53)
- Submission (see chapter 2.4.1.3 Evaluation of submission, page 57)
- Credit claim (see chapter 2.4.1.4 Evaluation of credit claim, page 65)
- Obligatory return (see chapter 2.4.1.5 Evaluation of obligatory return, page 76)
- Maturity (see chapter 2.4.1.6 Evaluation of maturity, page 79)
- Update rating (see chapter 2.4.1.7 Evaluation of update rating, page 80)
- Debtor (see chapter 2.4.1.8 Evaluation of debtor, page 82)
- Stock certificate (see chapter 2.4.1.9 Evaluation of stock certificate, page 88)
- Underwriter (see chapter 2.4.1.10 Evaluation of underwriter, page 89)

**Requested date**

If evaluations refer to the current business day or a future requested date, the data displayed are always those current at the time of the evaluation.

If evaluations refer to a requested date in the past, the data displayed are always those current at the end of the respective requested date.

**Period**

If evaluations refer to a period that has already started, the data at the end of the respective requested date are always used. The data for the current business day contain the data at the time of the evaluation.

**Note on entering a debtor ID**

In addition to entering the complete debtor ID, it is possible to enter a short form of the ID. It is sufficient to enter the final digits (minimum: 2 digits, maximum: 12 digits). The remaining digits are automatically filled with "0" and the letters "DES" are automatically added.

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**Note on entering a date**

The following entry formats are allowed:

- The standardised format for entering the date is
  - DD.MM.YYYY
- The following entry formats are likewise supported by KEV and converted into the standardised format:
  - D.MM.YYYY (no leading 0 necessary for single-digit days)
  - DD.M.YYYY (no leading 0 necessary for single-digit months)
  - DD.MM.YY (no leading 20 necessary for two-digit years)
  - DDMMYYYY (separators set automatically)
  - DDMMYY (separators and leading 20 for two-digit years set automatically)

**Display formats**

Evaluations are always displayed in one of three possible formats:

- PDF file
- Excel spreadsheet
- Display individual evaluation (HTML screen display)

**Display window**

A link which can be used to call up the evaluation is displayed. The evaluation is displayed in a new browser window.

**PDF file**

The PDF file is a completely formatted and unchangeable document that can be easily saved and printed.

Individual and summary evaluations can be displayed as PDF files.

**Excel spreadsheet**

In the Excel spreadsheet, data are exported in adjacent columns. It is not completely formatted and can be edited and saved by the participant.

The Excel spreadsheet can be edited using the standard Excel commands. Its primary purpose is to enable the participant to further process the exported data. The participant can use the Excel spreadsheet to create individual evaluations.

Only summary evaluations can be displayed in Excel.

**Numerical fields with more than 11 digits in Excel**

If a numerical field in Excel contains more than 11 digits, Excel automatically converts this field. The number 61000000000, for instance, will be converted to 6.1 + 11. However, this is not desirable for KEV evaluations since the original value cannot be restored - not even through conversion. This problem is particularly evident in the case of internal reference numbers, which are that long or longer and consist exclusively of numerical digits.

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One possible work-around to enable even such data to be evaluated correctly is as follows:

| Step | Action |
|------|--------|
| 1 | Once the link to display the evaluation is shown, right-click and then select "Save Target As" |
| 2 | Save data as file type "txt" |
| 3 | Start Excel |
| 4 | Open the saved txt file in Excel<br><br>**Result:** Text conversion wizard opens automatically. |
| 5 | No changes in step 1, confirm with the "Next" button. |
| 6 | No changes in step 2, confirm with the "Next" button. |
| 7 | In step 3:<br>• mark the columns with the critical values (eg internal reference number)<br>• select the "Text" radio button<br>• confirm with "Finish"<br><br>**Result:** The Excel evaluation is now completely available and ready for further processing. |

Work is currently in progress to ensure that the figures can be displayed properly in Excel even without having to follow the above instructions. Participants will be notified of the results immediately.

**On screen display in HTML**

In the display individual evaluation mode, the data are displayed in HTML format. The screen display is completely formatted but not optimised for printing.

The screen display can be neither edited nor saved.

The primary purpose of the screen display is to display data on the screen immediately.

Only individual evaluations can be displayed directly on the screen.

**Availability of display formats**

Not all formats are available for all types of evaluation at present. The availability of formats will be indicated for each evaluation.

## 2.4.1.2 Evaluation of submitter

### 2.4.1.2.1 Menu navigation

**Menu navigation**

The function is called up via the menu item "Evaluations → Submitter".

### 2.4.1.2.2 Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

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| Selection criteria | The following selection criteria can be set as defaults: |
|---|---|

- Requested date (entry field/required)

| Display format | The evaluation is displayed as a HTML screen display. |
|---|---|

| Plausibility checks | When entering the data into the default mask, the following plausibility checks need to be run by the system: |
|---|---|

|  | Plausibility check | Error message |
|---|---|---|
| Requested date | The requested date may not be in the future. | Invalid date |
| Requested date MFI number | Participant must exist in KEV at the requested date. | No error message - if the evaluating participant did not exist in KEV with an MFI number for the requested date, a blank evaluation is displayed. |
| Individual evaluation "Export in Excel" button | "Export in Excel" is not a valid selection for individual evaluations. | "Export in Excel" is not a valid selection for individual evaluations. |
| Individual evaluation "Export in Excel" button | "Export in PDF" is not a valid selection for individual evaluations. | „Export in PDF" is not a valid selection for individual evaluations. |
| Selection summary evaluation "Display individual evaluation" button | "Display individual evaluation" is not a valid selection for summary evaluations. | "Display individual evaluation" is not a valid selection for summary evaluations. |

### ▌ 2.4.1.2.3    Content of evaluation

| Information | The evaluation comprises the following information for the requested date: |
|---|---|

- Time of evaluation
- Participant's master data
- Participant's contacts
- Characteristics
- E-mail addresses
- Rating assignments
- Individual rating systems

| Time of evaluation | In order to uniquely identify the basis for the evaluation, the requested date for the evaluation and the exact time of the evaluation (time and date) are specified. |
|---|---|

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| | |
|---|---|
| **Master data** | The participant's following master data saved in KEV are displayed: |

- MFI number

- Borrower number (The participant's prudential borrower number is saved in the master data.)

- Collateral account number

- Name

- Additional address information (In the application for participating in KEV, additional address information [eg name of division] can be specified along with the address.)

- Street address/PO Box

- Post code

- Town/city

- Country

| | |
|---|---|
| **Contact** | The contact partner for settling intraday business in KEV is saved in the participant's KEV master data. In the application for participation in KEV, this partner can be specified. |

The following information is listed:

- Name

- Telephone

- Fax

- E-mail address

We recommend naming a functional e-mail address.

Irrespective of the contact person for settling intraday credit operations specified, several specialist and technical KEV contact persons along with their e-mail addresses can be saved in the Customer Relationship Management Tool of the Deutsche Bundesbank's Customer Service KEV; these parties will be kept informed by the Deutsche Bundesbank on non-marketable collateral and on KEV by e-mail.

| | |
|---|---|
| **Characteristics** | With the characteristics, the participant is offered special functions in KEV. These include a preset language setting and the provision of files for the file transfer. The value of the characteristics should be send to the Customer Service KEV via a formless e-mail to kev@bundesbank.de. |

The following information is listed:

- Preferred language

- Submission by file transfer

- Eligibility info (by file transfer)

- Stock reports

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| E-mail addresses | The e-mail addresses saved in the participants' KEV master data are listed here. The e-mail addresses are used to inform the receiver of the e-mail by e-mail after certain actions have been carried out in KEV. |

The following e-mail addresses are listed:

- Receipt report file transfer

- Completion of credit assessments

- Obligatory return by file transfer

- Modification debtor

| Rating assignments | The rating assignments category indicates which rating systems were selected by the participant in the "Application for participation in KEV" and to be used for which combination of country and sector (corporation, public sector or supranational/international institutions). |

The following information is specified for each rating assignment:

- Sector (corporation, public sector or supranational/international institutions)

- Country

- Rating ID

- Rating type

- Rating system

- Valid from date (of the rating assignment)

| Individual rating systems | If the participant is using individualised rating systems (IRB or RT decision), the data from the individual rating systems that are listed in the annex to the application to participate in KEV are displayed here. The following data are displayed for each rating system: |

- Rating ID

- Rating type

- Rating system

- Rating provider

- Valid from date (of the rating system - ie the date the system was approved by the responsible supervisory authority)

- Rating grades - the following information is specified for each rating grade:

  – Position (number)

  – PD from … (lower limit of the probability of default of this rating grade)

  – PD to … (upper limit of the probability of default of this rating grade)

  – Rating grade text

  – Eligibility

  – Type of haircut ("regular" or "BBB")

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### 2.4.1.3    Evaluation of submission

### 2.4.1.3.1       Menu navigation

**Menu navigation**

The function is called up via the menu item "Evaluations → Submission".

### 2.4.1.3.2       Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

**Selection criteria**

The following selection criteria can be set as defaults:

- Requested date (entry field/optional)
- Selection of individual or summary evaluation (selection field/required)
- For individual evaluation
    - Internal reference number of the credit claim (entry field/optional)
    - Credit claim ID of the credit claim (entry field/optional)
- For summary evaluation
    - Selection of type of transaction (all, new submission, update or voluntary return) (selection field/required)
    - Sorting options (name of debtor, internal reference number, credit claim ID, processing status of submission or type of submission) (selection field/required)
    - Selection of extent (regular, with joint and several debtors) (selection field/ required)
- Period (entry field/optional)
- Selection of summary evaluation (selection field/required)
    - Selection of type of transaction (all, new submission, update or voluntary return) (selection field/required)
    - Sorting options (name of debtor, debtor ID/debtor proxy ID, internal reference number, credit claim ID, processing status of submission, type of submission or date of submission) (selection field/required)
    - Selection of extent (regular, with joint and several debtors) (selection field/ required)

**Display formats**

There are the following options for displaying the evaluation:

- Evaluation for a requested date:
    - PDF file for individual and summary evaluations (only regular)
    - Excel spreadsheet for summary evaluations (regular and with joint and several debtors)
- Evaluation for a requested period:
    - PDF file (only regular)
    - Excel spreadsheet (regular and with joint and several debtors)

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Plausibility checks

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Requested date | The requested date may not be in the future. | Invalid date |
| Requested date MFI number | Participant must exist in KEV at the requested date. | No error message - if the evaluating participant did not exist in KEV with an MFI number for the requested date, a blank evaluation is displayed. |
| Individual evaluation Internal reference number Credit claim ID | There must be only one internal reference number or credit claim ID. | Enter one value only. |
| Individual evaluation Requested date Internal reference number MFI number | The internal reference number must exist in KEV and there must be at least one submission (new submission, update or voluntary return) by the participant for the requested date that matches the internal reference number. | No error message - if there was no submission by the participant which matched the internal reference number for the requested date, a blank evaluation is displayed. |
| Individual evaluation Requested date Credit claim ID MFI number | The credit claim ID must exist in KEV and there must be at least one submission (new submission, update or voluntary return) by the participant for the requested date that matches the credit claim ID. | No error message - if there was no submission by the participant which matched the credit claim ID for the requested date, a blank evaluation is displayed. |
| Individual evaluation "Export in Excel" button | "Export in Excel" is not a valid selection for individual evaluations. | "Export in Excel" is not a valid selection for individual evaluations. |
| Summary evaluation Extent "with joint and several debtors" "Export in PDF" button | "Export in PDF" is not a valid selection for summary evaluations with joint and several debtors | "Export in PDF" is not a valid selection for summary evaluations with joint and several debtors |
| Summary evaluation Requested date Type of transaction | At least one submission (new submission, update or voluntary return) by the participant must exist for the requested date for the selected type of transaction. | No error message - if there was no submission by the participant for the requested date, a blank evaluation is displayed. |
| From date | "From date" must be prior to system date. | Invalid date |
| To date | "To date" must be prior to or same as system date. | Invalid date |
| From date To date | "From date" must be prior to "To date". | Invalid date |
| From date To date | Period "From date" to "To date" must not be more than 3 months. | The maximum evaluation period is 3 months. Please shorten the period. |

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### 2.4.1.3.3     Content of evaluation - summary evaluation

**Basic features**

The summary evaluation provides an overview of all submissions, updates and voluntary returns of credit claims that took place on a requested date or period. Only selected data are displayed for each submission.

If there is a guarantor for a submission, the guarantor is not displayed in the summary evaluation which can be viewed as a PDF file. The guarantor is only displayed in the summary evaluation shown as an Excel spreadsheet.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluations:

- Requested date or period
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Submission data**

The following data are displayed in the header bar to uniquely identify the evaluations:

- Type of transaction
- Internal reference number
- Credit claim ID
- Reference known by debtor
- Debtor ID/debtor proxy ID
- Debtor (name of debtor)
- Amount in euro
- Maturity (date)
- Type of submission
- Processing status
- Date of submission (only for evaluation on a requested period)
- Debtor ID/debtor proxy ID for each joint and several debtor position 1-10 if a credit claim with joint and several liability is present (only if the selection of extent "With joint and several debtors" and "Export in Excel" was chosen)
- Debtor ID/debtor proxy ID of the guarantor (only for submissions of credit claims with guarantor and display as Excel spreadsheet)
- Guarantor (name of guarantor)

**Type of transaction**

The following types of transaction are valid options:

- New (submission)
- Update
- Voluntary return

**Type of submission**    The following types of submission are valid options:

- External

  Submission was performed online by the participant.

- File

  Submission was performed in the file transfer procedure.

- Internal

  Submission was performed manually by the Deutsche Bundesbank in the backup procedure using the backup form provided in a fax by the participant.

**Processing status**    The following types of processing status are valid options:

- In process

  The submission was entered and released by the participant; however, the Deutsche Bundesbank has not completely processed it yet.

- Accepted

  The submission has been completely processed and accepted by the Deutsche Bundesbank. This has led to an increase in the credit claim value in the participant's collateral account.

- Rejected with additional comments

  The submission was completely processed and rejected by the Deutsche Bundesbank. The reason for rejection is explained in greater detail in the additional comments section as follows:

  – Data does not match
     The data in a submission does not match those in a credit claim against the same debtor that is already in the credit claim account. This is the case, for example, if the credit claim was submitted with a different rating system from the existing credit claim, or if the existing credit claim has a guarantor although the submission did not include a guarantor.

  – Negative rating decision
     The debtor of the newly submitted credit claim was given a rating decision of "ineligible".

  – Credit assessment pending
     The new credit claim was submitted with the ICAS Deutsche Bundesbank rating system, but the debtor does not exist in the system with the classification "eligible" by the Deutsche Bundesbank yet. A credit assessment procedure has been instigated for this debtor, but the examination of eligibility has not yet been completed.

  – Special reason
     The Deutsche Bundesbank reserves the right to reject a submitted credit claim for special reasons.

  – Credit claim not existing
     The processing of an update or voluntary return took place after the credit claim was cancelled from the books because of maturity.

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## ◼ 2.4.1.3.4    Content of evaluation - individual evaluation

**Basic features**

An individual evaluation generally contains information on an individual submission.

If there are several submissions on a requested date that match the internal reference number, these are displayed in a list with all data from the individual evaluation; there is no additional selection in order to uniquely identify a submission.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluations:

- Requested date
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Submission data**

The following data are displayed for each submission depending on the type of transaction:

- Type of transaction
- Type of submission
- Processing status

**Type of transaction**

The following types of transaction are valid options:

- New (submission)
- Update
- Voluntary return

**Type of submission**

The following types of submission are valid options:

- External

  Submission was performed online by the participant.

- File transfer

  Submission was performed in the file transfer procedure.

- Internal

  Submission was performed manually by the Deutsche Bundesbank in the backup procedure using the backup form provided in a fax by the participant.

**Processing status**

The following types of processing status are valid options:

- In process

  The submission was entered and released by the participant; however, the Deutsche Bundesbank has not completely processed it yet.

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- Accepted

  The submission has been completely processed and accepted by the Deutsche Bundesbank. This has led to an increase in the credit claim value in the participant's collateral account.

- Rejected with additional comments

  The submission was completely processed and rejected by the Deutsche Bundesbank. The reason for rejection is explained in greater detail in the additional comments section as follows:

  – Data does not match
    The data in a submission does not match those in a credit claim against the same debtor that is already in the credit claim account. This is the case, for example, if the credit claim was submitted with a different rating system from the existing credit claim, or if the existing credit claim has a guarantor although the submission did not include a guarantor.

  – Negative rating decision
    The debtor of the newly submitted credit claim was given a rating decision of "ineligible".

  – Credit assessment pending
    The new credit claim was submitted with the ICAS Deutsche Bundesbank rating system, but the debtor does not exist in the system with the classification "eligible" by the Deutsche Bundesbank yet. A credit assessment procedure has been instigated for this debtor, but the examination of eligibility has not yet been completed.

  – Special reason
    The Deutsche Bundesbank reserves the right to reject a submitted credit claim for special reasons.

  – Credit claim not existing
    The processing of an update or voluntary return took place after the credit claim was cancelled from the books because of maturity.

**Claim data**

The following claim data are displayed:

Submission, update, return (voluntary and obligatory)

- Internal reference number
- Credit claim ID
- Country whose law governs the credit claim
- Reference known by debtor
- Value date
- Maturity (date)
- Type of interest payment
- Resetting period interest rate
- Type of credit claim
- Amount

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- HCB data

  - Identification number

  - Additional information per country
    eg France

    · Debtor identification number (SIREN)

    · Reference known by debtor

    · Revision period variable interest

    · Actual rating of the debtor

- Joint and several debtors
  if a credit claim with joint and several liability is present

  - The joint and several debtors are displayed in ascending position

    · Position

    · Debtor-ID/debtor proxy ID

    · Name (of joint and several debtor)

    · Street address

    · Post code

    · Town/city

    · Country

    · Type of debtor

Update

- Maturity date update

- Type of interest payment update

- Amount update

- Update HCB data see above

**Debtor data entry**

The debtor data entered/submitted by the participant are displayed:

- Debtor ID entry

- Debtor proxy ID entry

- Borrower number entry

- Name (of debtor) entry

- Street address entry

- Post code entry

- Town/city entry

- Country entry

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**Debtor data after processing by the Deutsche Bundesbank**

The debtor data saved in KEV for the debtor are displayed; they may deviate from the debtor data entered by the participant. The key data for KEV are the debtor data saved in the IT application BAKIS. If the debtor is not registered in BAKIS, the entries in the Commercial Register are decisive.

- Debtor ID
- Debtor proxy ID
- Borrower number
- Name (of debtor)
- Street address
- Post code
- Town/city
- Country
- Type of debtor

**Rating data entry**

The rating data from the submission are displayed as follows (ICAS, ECAI and PSE rating - only rating system will be displayed):

- Rating system
- Rating grade PD from - to
- Rating grade text
- Eligibility
- Information on the ECAI rating (rating agency and classification)

**Guarantor data**

If the submission contains a guarantor, the debtor and rating data of the guarantor are displayed the same way as the debtor and rating data of the debtor (ICAS, ECAI and PSE rating - only rating system will be displayed).

**Users**

Those users who have entered the submission are specified as follows:

- Entry User ID
- Entry time
- Release User ID
- Release time

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### 2.4.1.4      Evaluation of credit claim

### 2.4.1.4.1      Menu navigation

**Menu navigation**

The function is called up via the menu item "Evaluations → Credit claim".

### 2.4.1.4.2      Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

**Selection criteria for requested date-based evaluation**

The following selection criteria can be set as defaults for the requested date-based evaluation:

- Requested date (entry field/optional)
- Selection of individual evaluation, summary evaluation or total evaluation (selection field/required)
- For individual evaluation: search for credit claim via
  - Internal reference number (entry field/optional)
    - Entry of an internal reference number
  - Credit claim ID (entry field/optional)
    - Entry of a credit claim ID
  - Debtor ID/debtor proxy ID (entry field/optional)
    - Entry of the debtor ID/debtor proxy ID
    - Display of the participant's credit claims on file for this debtor
    - Selection of the credit claim
  - Name search (entry field/optional)
    - Entry of a search term
    - Display of all debtors matching the search term along with the participant's credit claims for the requested date
    - Selection of the debtor
    - Display of the participant's credit claims on file for this debtor for the requested date
    - Selection of the credit claim
- For summary evaluation
  - Selection of sorting (name of debtor, internal reference number, maturity date, amount of credit claim, credit claim ID, type of claim or law governing credit claim)
  - Type of claim (all, credit claims, claims against borrower's notes, credit claims with joint and several liability,  claims against borrower's notes with joint and several liability, other)

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– Law governing credit claim (All, DE, BE, FI, FR, GR, IE, IT, LU, NL, AT, PT, ES, MT, SK, SI, CY, XX)

– Joint and several debtors (without joint and several debtors, with joint and several debtors)

**Selection criteria for period-based evaluation**

The following selection criteria can be set as defaults for the period-based evaluation:

- Period (entry field/optional)

- Selection of individual or summary evaluation (selection field/required)

- For individual evaluation: search for credit claim via

  – Credit claim ID (entry field/required)

    · Entry of a credit claim ID

- For summary evaluation

  – Selection of a predefined evaluation

**Display formats**

There are the following options for displaying the evaluation:

- PDF file for individual and summary evaluations

- Excel spreadsheet for summary and total evaluations

- Display individual evaluation (HTML screen display)

**Explanatory notes on name search**

The name search is generally identical to the default mask when entering updates of credit claims (see chapter 2.3.1.4.2 Default mask, page 37). The difference is that a maximum of 10 hits are displayed. If there are more than 10 hits, the search needs to be refined.

**Plausibility checks**

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Requested date MFI number | Participant must exist in KEV at the requested date. | No error message - if the evaluating participant did not exist in KEV with an MFI number for the requested date, a blank evaluation is displayed. |
| Individual evaluation Requested date Internal reference number MFI number | The internal reference number must exist in KEV and there must be one current credit claim of the participant matching the internal reference number for the requested date. | No credit claim matching this description exists. |

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| | Plausibility check | Error message |
|---|---|---|
| Individual evaluation<br>Requested date<br>Debtor ID/<br>Debtor proxy ID | The debtor ID/debtor proxy ID must exist in KEV and there must be at least one current credit claim of the participant for this debtor for the requested date. | No credit claim matching this description exists. |
| Individual evaluation<br>Requested date<br>Name search | There must be at least one result for the search term for which there is a current credit claim of the participant for the requested date. | No result for search term |
| Individual evaluation<br>Internal reference number<br>Credit claim ID<br>Debtor ID/<br>Debtor proxy ID<br>Name search | There must be either an internal reference number or credit claim ID or one debtor ID/debtor proxy ID or a borrower number or a search term for the name search. | Entry required |
| Individual evaluation<br>Internal reference number<br>Credit claim ID<br>Debtor ID/<br>Debtor proxy ID<br>Name search | There must be only one internal reference number or credit claim ID or one debtor ID/debtor proxy ID or one borrower number or one search term for the name search. | Enter one value only. |
| Individual evaluation<br>Requested date<br>Credit claim ID<br>MFI number | The credit claim ID must be assigned to the submitter according the MFI number and at least one credit claim must exist. | No credit claim matching this description exists. |
| Summary evaluation<br>Requested date<br>Type of transaction | At least one submission (new submission, update or voluntary return) by the participant must exist for the requested date matching the internal reference number for the selected type of transaction. | No error message - if there was no submission by the participant matching the selected type of transaction for a requested date, a blank evaluation is displayed. |
| Selection summary evaluation<br>"Display individual evaluation" button | "Display individual evaluation" is not a valid selection for summary evaluations. | "Display individual evaluation" is not a valid selection for summary evaluations. |
| Selection individual evaluation "Export in Excel" button | "Export in Excel" is not a valid selection for individual evaluations. | "Export in Excel" is not a valid selection for individual evaluations. |
| For period-based individual evaluation<br>From date | "From date" must be prior to or same as system date. | Invalid date |
| For period-based individual evaluation<br>To date | "To date" must be prior to or same as system date. | Invalid date |
| For period-based individual evaluation<br>From date<br>To date | "From date" must be prior to or same as "To date". | Invalid date |

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|  | Plausibility check | Error message |
|---|---|---|
| For period-based individual evaluation<br>Credit claim ID<br>Period | Credit claim ID must exist for the specified period. | No credit claim matching the specified period exists. |
| For period-based individual evaluation<br>"Export in PDF" button | "Export in PDF" is not a valid selection for period-based individual evaluations. | "Export in PDF" is not a valid selection for individual evaluations. |
| For period-based individual evaluation<br>"Display individual evaluation" button | "Display individual evaluation" is not a valid selection for period-based individual evaluations. | "Display individual evaluation" is not a valid selection for individual evaluations. |
| For period-based summary evaluation<br>"Export in PDF" button | "Export in PDF" is not a valid selection for period-based summary evaluations. | "Export in PDF" is not a valid selection for summary evaluations. |
| For period-based summary evaluation<br>"Display individual evaluation" button | "Display individual evaluation" is not a valid selection for period-based summary evaluations. | "Display individual evaluation" is not a valid selection for summary evaluations. |
| Interim mask selection of debtor<br>Selected debtor | A debtor must be selected. | No debtor selected. |
| Interim mask selection of claim<br>Selected claim | A claim must be selected. | No claim selected. |

### 2.4.1.4.3    Content of evaluation - basic features

Basic features

If the current business day or a day in the future was chosen as the requested date, the current stock of credit claims at the time of the evaluation is taken as the basis for the evaluation.

If a date in the past was chosen as the requested date, the stock of credit claims at the end of the day on the requested date is the basis for the evaluation.

The entry of a requested date in the future opens up the option of projecting the credit claim value of the stock of claims to any given future date subject to the proviso that the stock of claims is not changed.

In the case of the period-based individual evaluation, the credit claim's life cycle can be tracked up until the current business day.

The period-based summary evaluations have a predefined period of either six months back or 6 months forward. The evaluation is sent to the user's mailbox the next business day.

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## 2.4.1.4.4 Content of evaluation - summary evaluation as at requested date

**Basic features**

The summary evaluation provides an overview of all of a participant's existing credit claims on a requested date.

Only selected data are displayed for each credit claim.

If there are a guarantor and / or joint and several debtors for a credit claim, the guarantor and / or the joint and several debtors are not displayed in the summary evaluation which can be viewed as a PDF file. The guarantor and / or the joint and several debtors are only displayed in the summary evaluation shown as an Excel spreadsheet.

The HCB data existing for a credit claim are displayed, if the options for law governing credit claim "All" or "DE" are not selected. There is only a display of HCB data as Excel spreadsheet.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Credit claim data**

The following credit claim data are displayed for each credit claim:

- Internal reference number
- Reference known by debtor
- Credit claim ID
- Debtor ID (or debtor proxy ID if debtor ID unavailable)
- Debtor (name of debtor)
- Amount in euro
- Maturity (date)
- Type of credit claim
- Country whose law governs the credit claim
- Type of interest payment
- Resetting period interest rate
- Nominal amount
- Credit claim value
- Sums at the end of the evaluation (only if exported as PDF file)

**Credit claim ID**

The credit claim ID is issued by KEV; it is a unique identifier for every credit claim throughout the Eurosystem.

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**Credit claim value**

For a requested date in the past, the credit claim value at the end of the day on the requested date is displayed.

If the requested date is on the current day, the valid credit claim value at the time of the evaluation is displayed.

For a requested date in the future, the credit claim value on the requested date is displayed subject to the proviso that the credit claims are not changed. If the credit claim already reached maturity before or on the requested date, a value of "0" is displayed.

**Sums at the end of the evaluation**

The following sums are found at the end of the evaluation if the evaluation is displayed as a PDF file:

- Sum of credit claims outstanding
  - Number of credit claims
  - Sum of nominal amounts
  - Sum of credit claim values

- Sum of maturing credit claims (these sums are displayed only if the requested date is in the future)
  - Number of credit claims
  - Sum of nominal amounts
  - Sum of credit claim values

### 2.4.1.4.5 Content of evaluation - total evaluation with credit claim values in the beginning of the business day

**Basic features**

The evaluation contains the participant's stock of credit claims at the end of the previous business day valued with credit claim values of the requested date.

All participant's credit claims, for which is „release time ≤ last business day before the requested date" are displayed in an Excel spreadsheet. However the valuation takes place on basis of credit claim values of the requested date.

**Header bar**

- Evaluation of all credit claims with credit claim values in the beginning of the business day (requested date)
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Credit claim data**

- Internal reference number
- Reference known by debtor
- Credit claim ID
- Debtor ID / debtor proxy ID
- Debtor (name of debtor)

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- Maturity (date)

- Type of credit claim

- Country whose law governs the credit claim

- Type of interest payment

- Resetting period interest rate

- Nominal amount

- Credit claim value (in the beginning of the requested day)

- Debtor ID / debtor proxy ID of the guarantor

HCB data and joint and several debtors are not displayed.

### 2.4.1.4.6 Content of evaluation - individual evaluation as at requested date

**Basic features**

An individual evaluation contains information on an individual credit claim.

If a requested date in the future was specified and the credit claim has already reached maturity at this time, a special text will be displayed.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date

- Time of evaluation (date and time)

- MFI number

- Participant's name

**Debtor data**

The debtor data saved in KEV for the debtor are displayed; they may deviate from the debtor data the participant has on file. The key data for KEV are the debtor data saved in the IT application BAKIS. If the debtor is not registered in BAKIS, the entries in the Commercial Register are decisive.

- Debtor ID

- Debtor proxy ID

- Borrower number

- Name (of debtor)

- Street address

- Post code

- Town/city

- Country

- Type of debtor

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**Rating data**

The debtor's rating data are displayed as follows:

- Rating system
- Rating grade PD from - to
- Rating grade text
- Eligibility

**Note:** The data on "Rating grade PD from - to", "Rating grade text" and "Eligibility" are displayed only if the decision is an IRB or RT decision.

**Claim data**

The following claim data are displayed:

- Internal reference number
- Reference known by debtor
- Credit claim ID
- Amount
- Value date
- Maturity (date)
- Type of credit claim
- Type of interest payment
- Resetting period interest rate
- Country whose law governs the credit claim
- Booking date

**Credit claim value**

The credit claim value is displayed as follows:

- For a requested date in the past, the credit claim value at the end of the day on the requested date is displayed.
- If the requested date is on the current day, the valid credit claim value at the time of the evaluation is displayed.
- For a requested date in the future, the credit claim value on the requested date is displayed subject to the proviso that the credit claims are not changed. If the credit claim already reached maturity before or on the requested date, a value of "0" is displayed.

**HCB data**

If governing law of the credit claim is of another Eurosystem country

- Identification number
- Additional information per country
  eg France
  – Debtor identification number (SIREN)
  – Reference known by debtor
  – Revision period variable interest
  – Actual rating of the debtor

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| Joint and several debtor | If a credit claim with joint and several liability is present |
| --- | --- |

- Position
- Debtor-ID/debtor proxy ID
- Name (of joint and several debtor)
- Street address
- Post code
- Town/city
- Country
- Type of debtor

| Guarantor data | If there is a guarantor for the credit claim, the debtor and rating data of the guarantor are displayed the same way as the debtor and rating data of the debtor. However, the rating grade is only displayed in the case of a submitter-related rating decision (IRB or RT decision) of the guarantor. |
| --- | --- |

### 2.4.1.4.7    Content of evaluation - individual evaluation for a period

| Basic features | An individual evaluation contains information on an individual credit claim for a prede-fined period. All changes in the credit claim data in the specified time period are shown. |
| --- | --- |

| Header bar | The following data are displayed in the header bar to uniquely identify the evaluation: |
| --- | --- |

- Period
- Time of evaluation (date and time)
- MFI number
- Participant's name

| Debtor data | The debtor data saved in KEV for the debtor are displayed; they may deviate from the debtor data the participant has on file. The key data for KEV are the debtor data saved in the IT application BAKIS. If the debtor is not registered in BAKIS, the entries in the Commercial Register are decisive. |
| --- | --- |

- Debtor ID
- Debtor proxy ID
- Name (of debtor)

| Rating data | The debtor's rating data are displayed as follows: |
| --- | --- |

- Rating type
- Rating system

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**Claim data**

The following claim data are displayed:

- Internal reference number
- Reference known by debtor
- Nominal amount
- Type of interest payment
- Type of credit claim
- Value date
- Maturity date
- Country whose law governs the credit claim
- Booking date

### 2.4.1.4.8 Content of evaluation - summary evaluation for a period

### 2.4.1.4.8.1 Basic features

**Basic features**

The summary evaluation is not displayed online, but is sent to the user's credit claim stock mailbox on the next business day.

The summary evaluation for the previous six months can be used for statistical purposes. Alongside general information, it contains detailed stock information.

The summary evaluation for the coming six months gives an outlook on stock development and can be used for planning purposes.

### 2.4.1.4.8.2 Summary evaluation for the previous six months

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Participant's name and evaluation period
- Time of evaluation (date and time)

**Date**

Beginning with the evaluation period, the stock of claims on each business day is given.

**Claim data**

The following claim data are displayed:

- Total number of credit claims
- Total nominal amount of all credit claims
- Total credit claim value of all credit claims

Sub listing: breakdown by type of credit claim

- Credit claim/credit claim with joint and several liability
  - Number
  - Nominal amount
  - Credit claim value

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- Claims against borrowers' notes/claims against borrowers' notes with joint and several liability
  - Number
  - Nominal amount
  - Credit claim value
- Consortium credit claim
  - Number
  - Nominal amount
  - Credit claim value
- Other
  - Number
  - Nominal amount
  - Credit claim value

Sub listing: breakdown by debtor type

- PSE1
  - Number
  - Nominal amount
  - Credit claim value
- PSE2
  - Number
  - Nominal amount
  - Credit claim value
- International and supranational institutions
  - Number
  - Nominal amount
  - Credit claim value
- Corporation
  - Number
  - Nominal amount
  - Credit claim value

### 2.4.1.4.8.3 Summary evaluation for the coming six months

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Participant's name and evaluation period
- Time of evaluation (date and time)

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| | |
|---|---|
| **Date** | Beginning with the evaluation period, the stock of claims is shown for each day on which either the number, nominal amount or credit claim value of the claims changes. Maturing credit claims reduce the stock, and changes in times to maturity lead to new credit claim values as a result of there being a different haircut. |

| | |
|---|---|
| **Claim data** | The following claim data are shown for credit claims which would still be in the stock on the requested date: |

- Total number of credit claims

- Total nominal amount of all credit claims

- Total credit claim value of all credit claims

## 2.4.1.5 Evaluation of obligatory return

### 2.4.1.5.1 Menu navigation

| | |
|---|---|
| **Notification by e-mail** | The participant is notified by e-mail about an obligatory return. The e-mail simply indicates that an obligatory return has occurred - further data are not disclosed owing to reasons of confidentiality and security. The participant is pointed out to "Evaluation of obligatory return". |

| | |
|---|---|
| **Menu navigation** | The function is called up via the menu item "Evaluations → Obligatory return". |

### 2.4.1.5.2 Default mask

| | |
|---|---|
| **Basic features** | The selection criteria and display format are to be specified as default options in the default mask. |

| | |
|---|---|
| **Selection criteria** | The following selection criteria can be set as defaults: |

- Pre-selection of requested date (entry field/optional)

- Selection of sorting (name of debtor, internal reference number, debtor ID) (selection field/required)

- Pre-selection of a period (entry field/optional)

- Selection of sorting (name of debtor, internal reference number, debtor ID, booking date) (selection field/required)

| | |
|---|---|
| **Display formats** | There are the following options for displaying the evaluation: |

- Evaluation for a requested date:

  - PDF file

  - Excel spreadsheet

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- Evaluation for a requested period:
  - PDF file
  - Excel spreadsheet

Plausibility checks

When entering the data into the default mask, the following plausibility checks need to be run by the system:

| | Plausibility check | Error message |
|---|---|---|
| Requested date | The requested date may not be in the future. | Invalid date |
| Requested date MFI number | Participant must exist in KEV at the requested date. | No error message - if the evaluating participant did not exist in KEV with an MFI number for the requested date, a blank evaluation is displayed. |
| Requested date MFI number | Obligatory returns must have been made for the participant for the requested date. | No error message - if there were no obligatory returns for the requested date, a blank evaluation is displayed. |
| From date | "From date" must be prior to system date. | Invalid date |
| To date | "To date" must be prior to or same as system date. | Invalid date |
| From date To date | "From date" must be prior to "To date". | Invalid date |
| From date To date | Period "From date" to "To date" must not be more than 3 months. | The maximum evaluation period is 3 months. Please shorten the period. |

### 2.4.1.5.3    Content of evaluation

Basic features

The evaluation provides an overview of all obligatory returns of credit claims by the Deutsche Bundesbank to the evaluating participant for the requested date or for a given period.

If the current business day was chosen as the requested date, the evaluation is based on obligatory returns completely processed by the time of the evaluation.

If a date in the past was chosen as the requested date, all obligatory returns for the requested date are the basis for the evaluation.

Only selected data are displayed for each returned credit claim.

If there is a guarantor for a credit claim, the guarantor is not displayed.

There is no provision for individual evaluation of a returned credit claim under this menu item. Please use the individual evaluation of credit claims function under the menu item "Evaluations → Credit claim".

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**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Credit claim data**

The following credit claim data are displayed for each obligatory return:

- Internal reference number
- Debtor ID (debtor proxy ID if debtor ID unavailable)
- Debtor (name of debtor)
- Amount in euro
- Maturity (date)
- Reason for obligatory return
- Booking day (information only in case of period-related evaluation)

**Reason for obligatory return**

The following reasons for obligatory returns are valid options:

- Negative rating decision

  If a debtor is given an ineligible rating grade owing to an update rating, all the credit claims of this debtor are returned based on the rating system whose rating grade has become ineligible with the reason for obligatory return being "negative rating decision".

  For IRB and RT rating systems, this affects only the credit claims of the evaluating participant against the debtor.

  For all other rating systems, all credit claims of all participants against this debtor based on the relevant rating system are returned.

- Close link

  If the Deutsche Bundesbank, when examining a combination of participant and debtor of a credit claim, determines that there is a close link between the two, all the participant's credit claims against this debtor are returned with the reason for obligatory return being "close link".

- Special reason

  The reason for obligatory return "special reason" is a summary item for special reasons for obligatory return.

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### 2.4.1.6   Evaluation of maturity

### 2.4.1.6.1   Menu navigation

**Menu navigation**

The function is called up via the menu item "Evaluations → Maturity".

### 2.4.1.6.2   Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

**Selection criteria**

The following selection criteria can be set as defaults:

- Pre-selection of requested date (entry field/optional)
- Selection of sorting (name of debtor, internal reference number, debtor ID, maturity date) (selection field/required)
- Pre-selection of a period (entry field/optional)
- Selection of sorting (name of debtor, internal reference number, debtor ID, maturity date, booking date) (selection field/required)

**Display formats**

There are the following options for displaying the evaluation:

- Evaluation for a requested date:
  - PDF file
  - Excel spreadsheet
- Evaluation for a requested period:
  - PDF file
  - Excel spreadsheet

**Plausibility checks**

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Requested date | The requested date may not be in the future. | Invalid date |
| From date | "From date" must be prior to system date. | Invalid date |
| To date | "To date" must be prior to or same as system date. | Invalid date |
| From date To date | "From date" must be prior to "To date". | Invalid date |
| From date To date | Period "From date" to "To date" must not be more than 3 months. | The maximum evaluation period is 3 months. Please shorten the period. |

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### ▍ 2.4.1.6.3    Content of evaluation

**Basic features**

The evaluation provides an overview of all maturing credit claims of the participant closed out by the Deutsche Bundesbank for the requested date or for a given period.

If the current business day was chosen as the requested date, the evaluation is based on maturities closed out by the time of the evaluation.

If a date in the past was chosen as the requested date, all credit claims maturing on the requested date are the basis for the evaluation.

Only selected data are displayed for each maturing credit claim.

If there is a guarantor for a credit claim, the guarantor is not displayed.

There is no provision for individual evaluation of a maturing credit claim under this menu item.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date or period
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Credit claim data**

The following credit claim data are displayed for each maturity:

- Internal reference number
- Debtor ID (debtor proxy ID if debtor ID unavailable)
- Debtor (name of debtor)
- Amount in euro
- Maturity (date)
- Booking day (information only in case of period-related evaluation)

### ▍ 2.4.1.7    Evaluation of update rating

### ▍ 2.4.1.7.1    Menu navigation

**Menu navigation**

The function is called up via the menu item "Evaluations → Update rating".

### ▍ 2.4.1.7.2    Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

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Selection criteria    The following selection criteria can be set as defaults:

- Pre-selection of requested date (entry field/optional)

- Selection of sorting (name of debtor, debtor ID) (selection field/required)

- Pre-selection of a period (entry field/optional)

- Selection of sorting (name of debtor, debtor ID, date of update) (selection field/required)

Display formats    There are the following options for displaying the evaluation:

- Evaluation for a requested date:

  – PDF file

  – Excel spreadsheet

- Evaluation for a requested period:

  – PDF file

  – Excel spreadsheet

Plausibility checks    When entering the data into the default mask, the following plausibility check needs to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Requested date | The requested date may not be in the future. | Invalid date |
| From date | "from date" must be prior to system date | Invalid date |
| To date | "To date" must be prior to or same as system date | Invalid date |
| From date To date | "From date" must be prior to "To date" | Invalid date |
| From date To date | Period "From date" to "To date" must not be more than 3 months | The maximum evaluation period is 3 months. Please shorten the period. |

### ■ 2.4.1.7.3    Content of evaluation

Basic features    The evaluation provides an overview of all updates of submitter-related ratings of the participant that took place at a requested date or in a requested period.

If the current business day was chosen as the requested date, the evaluation is based on the updated ratings at the time of the evaluation.

If a date in the past was chosen as the requested date, all updated ratings of the requested date are the basis for the evaluation.

If a requested period was chosen, all updated ratings of the requested period are the basis for the evaluation.

Only selected data are displayed for each update rating.

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**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date or requested period
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Data for the update rating**

The following credit claim data are displayed for each update rating:

- Debtor ID (debtor proxy ID if debtor ID unavailable)
- Debtor (name of debtor)
- Rating ID
- Rating type
- Rating system
- PD from  - to of the old rating grade
- Designation of the old rating grade
- Eligibility of the old rating grade
- PD from - to of the new rating grade
- Designation of the new rating grade
- Eligibility of the new rating grade
- Processing status
- Date of update rating (information only in case of evaluation of a requested period)

**Processing status**

If the update rating has been processed by the Deutsche Bundesbank, the status "Accepted" or "Rejected - rating decision does not exist" is displayed.

If the update rating has not yet been processed by the Deutsche Bundesbank, the status "In process" is displayed.

## 2.4.1.8    Evaluation of debtor

### 2.4.1.8.1    Menu navigation

**Menu navigation**

The function is called up via the menu item "Evaluations → Debtor".

## 2.4.1.8.2    Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

**Selection criteria**

The following selection criteria can be set as defaults:

- Requested date (entry field/required)
- Selection of individual or summary evaluation (selection field/required)

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- For individual evaluation: search for debtor via
  - Debtor ID/debtor proxy ID (entry field/optional)
    - Entry of the debtor ID/debtor proxy ID
    - Selection of the evaluation scope - detailed or cumulative (selection field/required)
    - Display of the data available for this debtor
  - Internal reference number (entry field/optional)
    - Entry of the internal reference number
    - Selection of the evaluation scope - detailed or cumulative (selection field/required)
    - Display of the data available for this debtor
  - Name search (entry field/optional)
    - Entry of a search term
    - Selection of the evaluation scope - detailed or cumulative (selection field/required)
    - Display of all of the participant's debtors matching the search term on the requested date
    - Selection of the debtor
    - Display of the data available for this debtor on the requested date

**Display formats**

There are the following options for displaying the evaluation:

- PDF file for individual evaluation
- Excel spreadsheet for summary evaluation

**Explanatory notes on name search**

The name search is generally identical to the default mask when entering updates of credit claims (see chapter 2.3.1.4.2 Default mask, page 37). The difference is that a maximum of 10 hits are displayed. If there are more than 10 hits, the search needs to be refined.

**Plausibility checks**

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Requested date MFI number | Participant must exist in KEV at the requested date. | Evaluation possible only if participating in KEV |
| Requested date | The requested date must be prior to or same as the system date. | Invalid date |
| Individual evaluation Requested date Internal reference number | The internal reference number must exist in KEV and belong to this submitter. | No results for search term |

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|  | Plausibility check | Error message |
|---|---|---|
| Individual evaluation<br>Requested date<br>Debtor ID/<br>Debtor proxy ID | The debtor ID/debtor proxy ID must exist in KEV and there must be at least one current credit claim of the participant for this debtor for the requested date. | No credit claim matching this description exists. |
| Individual evaluation<br>Requested date<br>Name search | There must be at least one result for the search term for which there is a current credit claim of the participant for the requested date. | No result for search term |
| Individual evaluation<br>Internal reference number<br>Debtor ID/<br>Debtor proxy ID<br>Name search | There must be either an internal reference number or a debtor ID/debtor proxy ID or a borrower number or a search term for the name search. | Entry required |
| Individual evaluation<br>Internal reference number<br>Debtor ID/<br>Debtor proxy ID<br>Name search | There must be only one internal reference number or one debtor ID/debtor proxy ID or one borrower number or one search term for the name search. | Enter one value only. |
| Interim mask selection of debtor<br>Selected debtor | A debtor must be selected. | No debtor selected. |
| Selection of summary evaluation<br>"Export in PDF" button | "Export in PDF" is not a valid selection for summary evaluations. | "Export in PDF" is not a valid selection for summary evaluations. |
| Selection of individual evaluation"<br>Export in Excel" button | "Export in Excel" is not a valid selection for individual evaluations. | "Export in Excel" is not a valid selection for individual evaluations. |

## ▌ 2.4.1.8.3    Content of evaluation - basic features

**Basic features**

If the current business day was chosen as the requested date, the current stock of credit claims at the time of the evaluation is taken as the basis for the evaluation.

If a date in the past was chosen as the requested date, the stock of credit claims at the end of the day on the requested date is the basis for the evaluation.

## ▌ 2.4.1.8.4    Content of evaluation - detailed individual evaluation

**Basic features**

The individual evaluation contains information on an individual debtor with rating data and, if applicable, with detailed data on the stock of claims.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date
- Time of evaluation (date and time)

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- MFI number
- Participant's name

**Debtor data**

The debtor data saved in KEV for the debtor are displayed; they may deviate from the debtor data the participant has on file. The key data for KEV are the debtor data saved in the IT application BAKIS. If the debtor is not registered in BAKIS, the entries in the Commercial Register are decisive.

- Debtor ID
- Debtor proxy ID
- Borrower number
- Type of debtor
- Country
- Name (of debtor)
- Street address
- Post code
- Town/city

**Rating data**

The debtor's rating data are displayed as follows:

- Rating system
- Rating grade PD from - to
- Rating grade text
- Eligibility
- Valid-from date of the rating

**Note:** The data on "Rating grade PD from - to", "Rating grade text", "Eligibility" and "Valid from" are displayed only if the decision is an IRB or RT decision.

**Claim data**

The following claim data are displayed:

- Internal reference number
- Credit claim ID
- Type of interest payment
- Type of claim
- Value (date)
- Maturity (date)
- Booking day
- Nominal amount
- Credit claim value
- Debtor ID/debtor proxy ID of the guarantor (if available)

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| | |
|---|---|
| **Credit claim value** | The credit claim value is displayed as follows: |

- For a requested date in the past, the credit claim value at the end of the day on the requested date is displayed.

- If the requested date is on the current day, the valid credit claim value at the time of the evaluation is displayed.

### ▌ 2.4.1.8.5　　　Content of evaluation - cumulative individual evaluation

| | |
|---|---|
| **Basic features** | The individual evaluation contains information on an individual debtor with rating data and cumulative data on the stock of claims. |

| | |
|---|---|
| **Header bar** | The following data are displayed in the header bar to uniquely identify the evaluation: |

- Requested date

- Time of evaluation (date and time)

- MFI number

- Participant's name

| | |
|---|---|
| **Debtor data** | The debtor data saved in KEV for the debtor are displayed; they may deviate from the debtor data the participant has on file. The key data for KEV are the debtor data saved in the IT application BAKIS. If the debtor is not registered in BAKIS, the entries in the Commercial Register are decisive. |

- Debtor ID

- Debtor proxy ID

- Borrower number

- Type of debtor

- Country

- Name (of debtor)

- Street address

- Post code

- Town/city

| | |
|---|---|
| **Rating data** | The debtor's rating data are displayed as follows: |

- Rating system

- Rating grade PD from - to

- Rating grade text

- Eligibility

- Valid-from date of the rating

**Note:** The data on "Rating grade PD from - to", "Rating grade text", "Eligibility" and "Valid from" are displayed only if the decision is an IRB or RT decision.

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**Claim data**

The following cumulative claim data, which are available on the requested date in the stock of the participant, are displayed:

- Number (of claims)
- Nominal amount
- Credit claim value

**Credit claim value**

The credit claim value is displayed as follows:

- For a requested date in the past, the cumulative credit claim value at the end of the day on the requested date is displayed.
- If the requested date is on the current day, the valid cumulative credit claim value at the time of the evaluation is displayed.

### 2.4.1.8.6 Content of evaluation - summary evaluation

**Basic features**

The summary evaluation provides an overview of all of a participant's existing debtors on a requested date, at which at least one credit claim exists in the KEV stock.

Selected data are displayed for each debtor.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- Requested date
- Time of evaluation (date and time)
- MFI number
- Participant's name

**Debtor data**

The following data are displayed for each debtor:

- Debtor ID
- Debtor proxy ID
- Name
- Street address
- Post code
- Town/city
- Country
- Type of debtor

**Rating data**

The debtor's rating data are displayed as follows:

- Type of rating
- Rating system
- Rating grade PD from
- Rating grade PD to

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- Rating grade text
- Eligibility
- Valid-from date of the rating

**Note:** The data on "Rating grade PD from", "Rating grade PD to", "Rating grade text", "Eligibility" and "Valid from" are displayed only if the decision is an IRB or RT decision.

### 2.4.1.9 Evaluation of stock certificate

#### 2.4.1.9.1 Basic features

Basic features

The stock certificate is only to be produced by domestic participants and sent to the Customer Service KEV. For foreign participants, the regulations of the home central bank apply.

#### 2.4.1.9.2 Menu navigation

Menu navigation

The function is called up via the menu item "Evaluations → Stock certificate".

#### 2.4.1.9.3 Default mask

Basic features

The selection criteria and display format are to be specified as default options in the default mask.

Selection criteria

The following selection criterion can be set as default:

- Requested date (entry field/required)

Display formats

The evaluation can be exported only as a PDF file.

#### 2.4.1.9.4 Content of evaluation - basic features

Basic features

If the current business day was chosen as the requested date, the stock of credit claims at the end of the previous business day is taken as the basis for the evaluation.

If a date in the past was chosen as the requested date, the stock of credit claims at the end of the day on the requested date is the basis for the evaluation.

#### 2.4.1.9.5 Content of evaluation

Basic features

The evaluation contains cumulative information about the participant's stock of claims on the specified date. The evaluation is to be made every quarter with the stock at the end of the quarter (at the earliest on the first business day of the following quarter) and to be sent - signed - to the Customer Service KEV.

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| | |
|---|---|
| **Sender** | The following data are displayed to uniquely identify the participant: |

- MFI number
- Participant's name
- Participant's postal address (street, post code, town/city)
- Collateral account number

| | |
|---|---|
| **Addressee** | Address of the Customer Service KEV at the Deutsche Bundesbank. |
| **Stock certificate text** | The stock certificate shows the stock that existed in KEV on the specified day together with the number of credit claims and their nominal amount. |
| **Signature line** | The stock certificate must be signed by the participant with legally binding effect. |

### 2.4.1.10 Evaluation of underwriter

### 2.4.1.10.1 Basic features

| | |
|---|---|
| **Basic features** | The evaluation yields no results at present as information regarding underwriters can not be recorded in KEV. |

### 2.4.1.10.2 Menu navigation

| | |
|---|---|
| **Menu navigation** | The function is called up via the menu item "Evaluations → Underwriter". |

### 2.4.1.10.3 Default mask

| | |
|---|---|
| **Basic features** | The selection criteria and display format are to be specified as default options in the default mask. |
| **Selection criteria** | The following selection criteria can be set as default: |

- Requested date (entry field/required)
- Internal reference number (entry field/optional)
- Credit claim ID (entry field/optional)
- Debtor ID/debtor proxy ID (entry field/optional)
  - Entry of the debtor ID/debtor proxy ID
  - Selection of the evaluation scope - detailed or cumulative (selection field/ required)
  - Display of the participant's data

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- Name search (entry field/optional), if necessary, pre-selection of a town/city

  – Entry of a search term

  – Display of all consortium credit claims matching the search term along with the participant's debtor for the requested date

  – Selection of the consortium credit claim

  – Display of the data on file for this consortium credit claim for the requested date

**Display formats**

There are the following options for displaying the evaluation:

- PDF file

- HTML screen display

**Explanatory notes on name search**

The name search is generally identical to the default mask when entering updates of credit claims (see chapter 2.3.1.4.2 Default mask, page 37). The difference is that a maximum of 10 hits are displayed. If there are more than 10 hits, the search needs to be refined.

**Plausibility checks**

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
|---|---|---|
| Requested date | The requested date must be prior to or same as the system date. | Invalid date |
| Requested date<br>MFI number | Participant must exist in KEV at the requested date. | Evaluation possible only if participating in KEV |
| Individual evaluation<br>Internal reference number<br>Debtor ID/<br>Debtor proxy ID<br>Name search | There must be either an internal reference number or a debtor ID/debtor proxy ID or a borrower number or a search term for the name search. | Entry required |
| Individual evaluation<br>Internal reference number<br>Debtor ID/<br>Debtor proxy ID<br>Name search | There must be only one internal reference number or one debtor ID/debtor proxy ID or one borrower number or one search term for the name search. | Enter one value only. |
| Individual evaluation<br>Requested date<br>Internal reference number<br>MFI number | The internal reference number must be allocated to the submitter according to MFI number and there must be at least one credit claim of the type of claim "Consortium credit claim". | No credit claim with type "Consortium credit claim" matching this description exists. |

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|  | Plausibility check | Error message |
|---|---|---|
| Individual evaluation<br>Requested date<br>Credit claim ID<br>MFI number | The credit claim ID must be allocated to the submitter according to MFI number and there must be at least one credit claim of the type of claim "Consortium credit claim". | No credit claim with type "Consortium credit claim" matching this description exists. |
| Individual evaluation<br>Requested date<br>Debtor ID/<br>Debtor proxy ID<br>MFI number | The debtor ID/debtor proxy ID must exist in KEV and there must be at least one credit claim of the type of claim "Consortium credit claim" against this debtor allocated to the submitter according to the MFI number. | No credit claim with type "Consortium credit claim" matching this description exists. |
| Individual evaluation<br>Requested date<br>Name search<br>MFI number | There must be at least one result for the search term and at least one credit claim of the type of claim "Consortium credit claim" against this debtor allocated to the sub-mitter according to the MFI number. | No results for search term |
| Interim mask selection of debtor<br>Selected debtor | A debtor must be selected. | No debtor selected. |
| Interim mask selection of claim<br>Selected claim | A claim must be selected. | No claim selected. |

### 2.4.1.10.4 Content of evaluation - basic features

**Basic features**

If the current business day was chosen as the requested date, the evaluation of the consortium credit claim is based on the status in KEV as at the time of the evaluation.

If a date in the past was chosen as the requested date, the evaluation of the consortium credit claim is based on the status at the end of the day on the requested date.

### 2.4.1.10.5 Content of evaluation - detailed individual evaluation

**Basic features**

The evaluation contains information regarding an individual consortium credit claim with details of the debtor and of the credit claims as well as information on the underwriters.

**Header bar**

The following data are displayed in the header bar to uniquely identify the evaluation:

- MFI number
- Participant's name
- Requested date
- Time of evaluation (date and time)

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**Debtor data**

The debtor data saved in KEV for the debtor are displayed; they may deviate from the debtor data the participant has on file. The key data for KEV are the debtor data saved in the IT application BAKIS. If the debtor is not registered in BAKIS, the entries in the Commercial Register are decisive.

- Debtor ID
- Debtor proxy ID
- Borrower number
- Type of debtor
- Country
- Name (of debtor)
- Street address
- Post code
- Town/city

**Claim data**

The following claim data are displayed:

- Internal reference number
- Credit claim ID
- Nominal amount
- Value (date)
- Type of interest payment
- Maturity (date)
- Type of claim
- Law governing credit claim
- Booking day

**Underwriter**

To each existing underwriter of the consortium credit claim the following data are displayed:

- Leading underwriter (yes or no)
- Name
- Street address
- Post code
- Town/city
- Country

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## 2.4.2    Evaluation of eligibility info

### 2.4.2.1    Basic features

**Basic features**

The evaluation can only be called up by participants using the ICAS Deutsche Bundesbank rating system to submit credit claims.

Only debtors classified by the Deutsche Bundesbank as eligible at the time of evaluation are displayed ("positive list").

**Role**

For evaluations on eligibility information, the role "Evaluations eligibility info" is necessary.

**Menu navigation**

The function is called up via the menu item "Eligibility info → Eligibility info". The menu item is displayed only if the user has been assigned the "Evaluations" role.

### 2.4.2.2    Default mask

**Basic features**

The selection criteria and display format are to be specified as default options in the default mask.

**Selection criteria**

The following selection criteria can be set as defaults:

- Select debtor via name search (entry field/required)
  - Entry of a search term
  - Display of all debtors matching the search term who have been classified as eligible by the Deutsche Bundesbank

**Display formats**

The evaluation is displayed as an HTML screen display.

**Plausibility checks**

When entering the data into the default mask, the following plausibility checks need to be run by the system:

|  | Plausibility check | Error message |
| --- | --- | --- |
| Name search | There must be at least one debtor classified by the Deutsche Bundesbank as eligible to match the search term. | No error message - if there is no debtor classified by the Deutsche Bundesbank as eligible to match the search term, a blank evaluation is displayed. |

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### 2.4.2.3 Content of evaluation

**Basic features**

The evaluation includes up to ten debtors classified as eligible in ascending alphanumerical order.

**Debtor data**

The following data are displayed for each debtor:

- Debtor ID
- Debtor proxy ID
- Borrower number
- Type of debtor
- Country
- Name of debtor
- Street address
- Post code
- Town/city

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## ▌2.5      Problem management

Basic features

The Customer Service KEV of the Deutsche Bundesbank should be informed immediately of any malfunctions.

> Deutsche Bundesbank
> Zentralbereich Märkte
> Kreditforderungen - KEV
> 60329 Frankfurt am Main
>
> Tel: +49 69 2388 1470
> Fax: +49 69 2388 1460
> E-mail: kev@bundesbank.de

In addition, the rules set forth in chapter 4 Backup procedure - user instructions, page 111 must be observed.

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# 3 File transfer - user instructions

## 3.1 Basic principles

### 3.1.1 Basic features

**Basic features**

Participation in the KEV file transfer procedure is based on the ExtraNet documentation, which presents the general rules for file transfer, as well as the DTD of the XML file, in which the structure of the XML file is defined. Moreover, active users in ExtraNet with the matching authorisations are necessary, as well as the correct links for uploading and downloading files in ExtraNet.

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### 3.1.2 ExtraNet documentation

Link

The ExtraNet documentation can be downloaded from the Deutsche Bundesbank`s website (www.bundesbank.de) under Service/ExtraNet/Documentation.

Relevant chapters

The following chapters are particularly relevant for the file transfer procedure:

- Chapter 2 "File transfer" in part III "Basic services"
- Chapter 3 "User management" in part III "Basic services" (see chapter 3.1.3 ExtraNet user management, page 98)

Queries

The Customer Service KEV will answer any queries you may have about the ExtraNet documentation.

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### ▌ 3.1.3    ExtraNet user management

**Basic features**

The relevant active users in ExtraNet are necessary for uploading and downloading files for KEV in the ExtraNet. The procedure for creating users in ExtraNet is explained in detail in the ExtraNet documentation in chapter 3 "User management" in part III "Basic services".

**Roles**

For the file transfer in KEV, the relevant users have to be assigned the following roles in ExtraNet:

- Electronic submission (file upload)

- Collection of receipt reports (file download)

- Provision of stock reports (file download)

- Info file eligibility (file download)

- Info file public (file download)

- Notifications (file download)

**Special features**

In addition, the following special features need to be observed in KEV:

- The application to create users for KEV contains not only the General Terms and Conditions for the ExtraNet but also Supplementary Terms and Conditions for KEV which are likewise accepted by means of a legally binding signature by the applicant credit institution. These, in particular, expressly forbid the use of functional users - which is generally permitted in ExtraNet.

- The application for authorisation of users in ExtraNet for KEV is to be directed to the Customer Service KEV.

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### ■ 3.1.4    DTD XML files

DTD

The DTD of the XML files is the basis for creating the XML files; a detailed description may be found in the "Explanatory notes on the files in the KEV file transfer system".

The "Explanatory notes on the files in the KEV file transfer system" can be downloaded from the Deutsche Bundesbank's website ([www.bundesbank.de](www.bundesbank.de)) under Service/ Banken und Unternehmen/KEV/Kundeninformationen/File-Transfer/Downloads.

Queries

The Customer Service KEV will answer any queries you may have about the DTD of the XML files.

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█ 3.1.5    Links

Links

The following links are necessary for the KEV file transfer procedure:

- Upload of submission files

    https://extranet.bundesbank.de/FT/
    upload.jsp?FTPOA=KEVEE&UP=1&ftclient=browser

- Download of receipt files

    https://extranet.bundesbank.de/FT/
    Dir?dirKind=DOWN&FTPOA=KEVEA&DOWN=1&ftclient=browser

- Download of stock files/return files/six-month review/preview evaluations of credit claims in stock

    https://extranet.bundesbank.de/FT/
    Dir?dirKind=DOWN&FTPOA=KEVEB&DOWN=1&ftclient=browser

- Download of info files with debtors that the Deutsche Bundesbank has classified as eligible

    https://extranet.bundesbank.de/FT/
    Dir?dirKind=DOWN&FTPOA=KEVEN&DOWN=1&ftclient=browser

- Download of info files with a list of the public debtors that exist in KEV

    https://extranet.bundesbank.de/FT/
    Dir?dirKind=DOWN&FTPOA=KEVEO&DOWN=1&ftclient=browser

- Download of notifications that are automatically created by KEV and placed in the mailbox

    https://extranet.bundesbank.de/FT/
    Dir?dirKind=DOWN&FTPOA=KEVEM&DOWN=1&ftclient=browser

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3.2 Requirements for participation

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## 3.2 Requirements for participation

### 3.2.1 Application

**Basic features**

The submitter needs to apply for participation in the KEV file transfer procedure. The application should be placed early and with a sufficient lead-time prior to the intended launch of the file transfer.

**Data**

The application contains, in particular, the following data which are relevant for preparing the introduction:

- Planned launch date
- Planned testing period
- Contact person at the submitting institution

**Procedure**

Upon receipt of the application, the Customer Service KEV will contact the submitter to coordinate the further procedure up until the launch.

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## 3.2.2 Tests

**Basic features**

Mandatory testing is required prior to launching the KEV file transfer procedure to ensure that the files submitted by the participant can be processed smoothly in KEV. This also ensures that, under ordinary circumstances, no file or record errors occur when submitting a file.

**Test environment**

KEV has a special, production-like test environment in which valid tests can be conducted in consultation with the Customer Service KEV, irrespective of the production environment.

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## 3.3 Procedures

### 3.3.1 Schematic presentation

Procedure

The step-by-step file transfer procedure in KEV can be broken down schematically into the following steps:
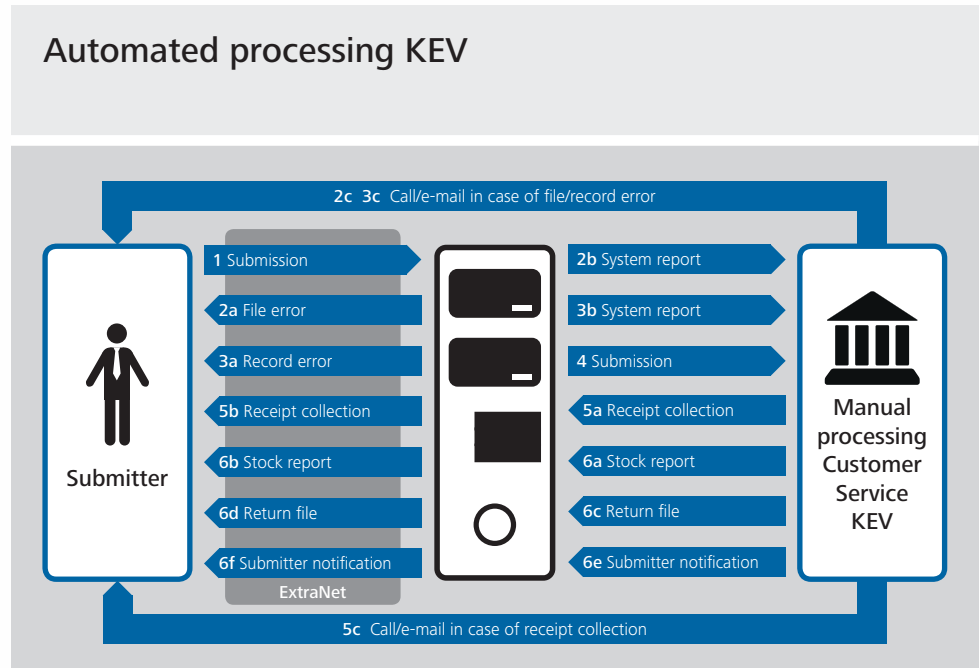


| Step | Action |
|------|--------|
| 1 | Submitter creates and submits a file via ExtraNet. |
| 2 | Automated processing of a file in which a file error is detected. |
| 2a | Receipt file posted in ExtraNet for the submitter to download. |
| 2b | System report alerting the Customer Service KEV to the existence of a receipt file is created. |
| 2c | The Customer Service KEV informs submitter by phone or e-mail if agreed with submitter. |
| 3 | Automated processing of a file in which a file error is detected. |
| 3a | Receipt file posted in ExtraNet for the submitter to download. |
| 3b | System report alerting the Customer Service KEV to the existence of a receipt file is created. |
| 3c | The Customer Service KEV informs submitter by phone or e-mail if agreed with submitter. |
| 4 | Individual records from the file made available for expert processing at the Customer Service KEV. |
| 5 | The individual data records from the file are completely processed at the Customer Service KEV, with the result that a receipt file is created for collection/rejection. |
| 5a | Receipt file created in KEV. |
| 5b | Receipt file provided in ExtraNet for the submitter to download. |

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| Step | Action |
|------|--------|
| **5c** | The Customer Service KEV informs submitter by phone or e-mail if agreed with submitter. |
| **6** | End of day's operations in KEV with the result that a stock file, a return file and, possibly, submitter notifications are created. |
| **6a** | Stock file created in KEV. |
| **6b** | Stock file provided in ExtraNet for the submitter to download. |
| **6c** | Return file created in KEV. |
| **6d** | Return file provided in ExtraNet for the submitter to download. |
| **6e** | Submitter notifications created in KEV. |
| **6f** | Submitter notifications provided in ExtraNet for the submitter to download. |

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### 3.3.2 Explanation of the steps

### 3.3.2.1 Creation of the XML file by the submitter

DTD

The current version of the DTD for creating an XML file to submit credit claims and updates of ratings is posted on the KEV home page from the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banken und Unternehmen/KEV/Kunden-information/File-Transfer/Downloads. On the basis of the DTD the submitter has to create a syntactically correct file.

### 3.3.2.2 Transfer of XML file "KEVSubmission"

Upload

The XML files can be posted in ExtraNet to the upload directory for the KEV procedure either manually via browser or through software developed by the credit institution itself. The transferred file is displayed in the directory to confirm that upload was successful. The file with submitted records provided by the credit institution is directly made available to the KEV specialised procedure in the intranet for further automated processing.

### 3.3.2.3 Automated processing of incoming files at the Deutsche Bundesbank

Processing of incoming files

In the automated processing procedure for incoming files in the intranet by the Deutsche Bundesbank's specialised KEV procedure, the file structure of a submitted file is initially cross-checked with the DTD in which the under-lying structure of the data in the XML file is defined. This is done with the aid of a parser. If an error is detected during this check, it is a file error. If a file error is found in the submitted file, the automated processing of the file is interrupted and a receipt file for a file error is created. File errors are not identified by different error codes; in each case, only the error code DF001 with the report text from the parser check is issued.

Check

If no violation of the DTD conventions is detected, the next step is to run specialist plausibility checks on the individual data records. If a plausibility violation is detected during this check, it is a record error. If a record error is found in a data record of the submitted file, the automated processing of the file is interrupted and a receipt file for a record error is created. In the case of a record error, a specific error code with a specific report text is issued.

### 3.3.2.4 Transfer of XML file "Receipt" with file error or record error

Receipt file

If a file error or record error is detected during automated processing, a receipt file is created and posted in ExtraNet for the submitter to download. The submitter is automatically notified by e-mail once the relevant receipt file has been posted.

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### ▍3.3.2.5    Expert processing at the Deutsche Bundesbank

**Expert processing**

Once all data records in the submission file have been checked automatically, they are made available to the Customer Service staff for expert processing.

Comprehensive processing is necessary particularly for submissions lacking a debtor identification. In this case, either a new debtor needs to be created manually or the submitted record has to be manually assigned to an existing debtor.

**Result**

Expert processing results in either the creation, modification or voluntary return of a credit claim or a rejection, which is generally only possible in the case of a newly created credit claim, eg in the case of a negative rating decision in KEV.

If ratings are updated to a non-eligible grade, the Deutsche Bundesbank automatically returns all credit claims that are to be evaluated with this rating.

### ▍3.3.2.6    Transfer of XML file "KEVReceipt" with acceptance or rejection

**Receipt file**

Upon completion of expert processing of all data records contained in the file, a receipt file is automatically generated which states, for each credit claim/update rating, whether it has been accepted or rejected.

The receipt file is posted in ExtraNet for the submitter to download.

### ▍3.3.2.7    Informing the submitter about existing receipts

**Informing the submitter**

The submitter is automatically informed by e-mail once receipts (file error, record error, acceptance/rejection) are available for collection in ExtraNet.

### ▍3.3.2.8    Transfer of XML file "KEVStock" at the end of the day

**XML file**

At the end of the day's work in KEV, each submitter receives an XML file reporting the current stock of credit claims individually and with the credit claim value.

### ▍3.3.2.9    Transfer of XML file "KEVReturn" at the end of the day

**XML file**

At the end of the day's work in KEV, each submitter receives an XML file reporting individual obligatory returns from credit claims of the business day. If no obligatory returns were posted, the file contains no obligatory return elements.

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### 3.3.2.10 Transfer of EXCEL files "Six-month stock preview" and "Six-month stock review" at the end of the day

**EXCEL files**

After the close of business in KEV, each submitter who requested an evaluation using the online function receives an EXCEL file showing the evaluated stocks of credit claims for the coming and/or previous six months.

### 3.3.2.11 Transfer of XML and CSV file "Eligible" at the end of the day

**XML/CSV file**

At the end of the day's work in KEV, each submitter receives an XML and CSV file containing all debtors rated by the Deutsche Bundesbank as eligible as well as the public debtors existing in KEV.

### 3.3.2.12 Transfer of XML file "Public" at the end of the day

**XML file**

At the end of the day's work in KEV, each submitter receives an XML file containing all public debtors that exist in KEV.

### 3.3.2.13 Transfer of PDF document "Notifications"

**PDF file**

Once changes to debtor master data have been processed and the Deutsche Bundesbank has completed the examination of eligibility, customers are notified by e-mail that this information is available for download in the mailbox.

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### ▌ 3.3.3      Change in credit line

**Processing**

The processing of the data records from the submission file during the expert process-ing procedure at the Customer Service KEV is launched in arbitrary order.

**Completion of processing**

Once the itemised processing of all data records for each type of transaction has been completed, the respective changed total credit claim value of the submitter is calcu-lated, the collateral account is updated, and the credit line adjusted accordingly.

**Voluntary return**

Credit claims are returned only if there is an available credit claim value in the collateral account. If voluntary returns are not possible because this would lead to undercover-age of the drawdowns by the submitter, this delays the final processing of the entire submission file and the time period until posting of the receipt file.

**Period**

The period until final processing of the submission file is complete is determined largely by the number of data records it contains as well as the general workload of the Customer Service KEV. It is therefore not possible to say with certainty how long it will take from when the submission file is received until the receipt file is posted in ExtraNet.

Same-day processing of the submission file can be ensured only if the submission file has been posted to ExtraNet by a certain time. The exact deadline can be found in the Special Terms and Conditions for KEV.

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## 3.4 Framework specifications

Framework
specifications

When creating and transmitting the submission files, the following framework specifications need to be taken into account:

- The file size must not exceed 50 MB.

- The number of data records in a file is generally unlimited as long as the volume remains below 50 MB.

- Several files can be transmitted to the Deutsche Bundesbank on one business day. A condition for transmitting a file, however, is that the submitter has received a receipt (file error, record error, acceptance/rejection) from the Deutsche Bundesbank for the previously transmitted file. This rule is necessary because the files may likely be based on one another in logical succession, which means that order has to be complied with strictly to ensure proper processing.

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## ▍ 3.5    Deletion procedure for downloads

**Receipt files**

The downloading of receipt files is to be confirmed in ExtraNet; the confirmation moves the receipt files to history. The receipt files are kept in history for 90 days and then automatically deleted. Receipt files whose download has not been confirmed are kept in ExtraNet for download indefinitely.

**Stock files/return files/ evaluations/info files**

It is not necessary to confirm the download of stock files, return files, evaluations and info files with debtors classified by the Deutsche Bundesbank as eligible. Stock files, return files and evaluations are automatically deleted after 14 days and info files after 5 days.

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# 4 Backup procedure - user instructions

## 4.1 Basic features

Backup procedure

These user instructions explain the KEV backup procedure to be used in the event of a disruption in electronic access to KEV.

In the event of problems with electronic access to KEV via the ExtraNet, contact the Customer Service KEV at the Deutsche Bundesbank (+49 69 2388 1470) immediately.

Should it prove impossible to fix the problems immediately, the backup procedure is then to be used.

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## 4.2 Backup procedure for using the KEV online procedure

### 4.2.1 General information

**Fax procedure**

As backup procedure in the event of a failure in electronic access to the KEV online procedure is to transmit submissions, updates and voluntary returns of credit claims, as well as updates of rating decisions, by fax using prepared forms.

**Backup forms**

Backup forms for the individual transactions can be downloaded from the Deutsche Bundesbank's website (www.bundesbank.de) under Service/Banks and companies/ KEV/Customer information/Backup procedure.

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### 4.2.2      How it works

**Basic features**

The following points need to be observed when using the backup procedure:

- The intended transactions (submissions, updates and voluntary returns of credit claims, as well as updates of individual rating decisions) are to be notified to the Customer Service KEV (Tel. +49 69 2388 1470), along with the number of transactions of each type.

- The appropriate backup form needs to be completed in full.

- A name and telephone number for a user registered in KEV is necessary for queries.

- The user's user ID (user name) in ExtraNet also needs to be given for authentication purposes.

- The entry fields in the backup form must be completed in similar fashion to the online procedure. An explanation of the entry fields can be found in the appropriate chapter in chapter 2 Online procedure - user instructions, page 16.

- The entry fields in the backup forms marked in yellow can be completed using options from a drop-down menu.

- The completed backup form is then faxed to the Customer Service KEV (Fax: +49 69 2388 1460).

- KEV transactions that have not been notified by phone by 11.00 and transmitted using a backup form may not be able to be processed on the same day.

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## 4.3    Backup procedure for using the KEV file transfer procedure

**Online procedure**

In the event of disruptions to the file transfer procedure, the first step is to switch over to the KEV online procedure.

**Backup procedure**

If the online procedure is also unavailable, the next step is to use the fax backup procedure described above for the relevant transactions.