**DEUTSCHE
BUNDESBANK**
EUROSYSTEM

Fill-in guide for the registration form
ECMS Production Environment

ECMS (Eurosystem Collateral Management System)

Accountable:	Deutsche Bundesbank
Author:	ECMS migration team
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Version Management

Version	Date	Author	Change description
1.0	17/07/2023	BBk ECMS Test Team	First publication

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1. Introduction

ECMS go-live is currently foreseen for 08th April, 2024. Every counterparty that maintains a collateral account with the Deutsche Bundesbank after ECMS has been put into operation is obliged to send a registration form[1] for the ECMS production environment to the Bundesbank's ECMS migration team. The registration form is used to enter the counterparty-specific data in the ECMS production environment. You only need to complete the counterparty-specific data that the Bundesbank currently does not have. The reference data is set up accordingly by the Deutsche Bundesbank. There are no further activities needed on your side, except for the creation of additional users in the ECMS production environment. The registration forms and fill-in guidance are sent to the counterparties via e-mail and are made available on the Website of the Bundesbank.

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[1] Please note that separate registration forms for UTEST/PreProd and Production environment are required

2. Procedure

Please send the completed Excel file in .xlsx-format to the following e-mail address:

ecms-migration@bundesbank.de

The additional sending of a signed PDF version is not required.

A total of four different registration forms for the ECMS production environment are available:

1. Banks with own access and the creation of two user administrators per institution

2. Banks with own access and the creation of one user administrator per institution

3. Banks with a service provider and the creation of two user administrators per institution

4. Banks with a service provider and the creation of one user administrator per institution

If your institution uses network access to ECMS via a third party, please instruct your third party to return the Service Provider form (3./4.) for you.

If your institution plans to close its collateral account until ECMS is operational, we ask you to inform Deutsche Bundesbank as soon as possible about this decision. If you are planning a merger with another institution that will be finished before the start of production, only the acquiring institution has to submit a registration form. In this case, we would nonetheless ask both the acquired institution and the acquiring institution to provide us with additional information on the merger via e-mail.

It is essential that the registration form and the additional information are returned via e-mail to the ecms-migration@bundesbank.de e-mail address by 15/08/2023. If you do not submit a registration form until the above mentioned date, Deutsche Bundesbank cannot guarantee that your institution will have access to ECMS after production went live.

If you have any questions about the registration forms, please do not hesitate to contact us via e-mail ecms-migration@bundesbank.de.

3. General Information

The registration form is used to create the initial load of reference data in the ECMS production environment. In the event of changes or deletions after the initial creation of the reference data, please send us the original registration form highlighting the changes. No field validators are stored in the form.

Characters outside the permitted CRDM character set may not be used in the form. These especially include mutations (ä, ö, ü) and "ß" (exception: e-mail addresses).

The form consists of an Excel file with a single tab. In the following the fields are described in more detail.

The column notations highlighted in blue in the Excel file contain the name of the respective data group. All data entry fields highlighted in white are editable and have to be completed (exception: technical addresses and A2A counterparty users; for details see section 4.2). The orange-coloured fields cannot be edited. The RIAD code only has to be entered once in the first dedicated RIAD-input field. The other orange-coloured data fields with RIAD codes are then automatically completed with the respective RIAD code.

4.   The Form

4.1. Data Group "Cover"

The data on the registration form given here is used exclusively for an internal overview of the feedback of institutions.

Country	Country code of the institution's domicile, pre-filled with DE for participants domiciled in Germany
Counterparty	Name of the institution
Contact Person	Surname, first name of the contact person for matters with registration forms
E-Mail	E-mail address of the contact person
Date	Date on which the form was completed
Environment	Production environment (pre-filled)

4.2. Data group "Data for connectivity"

The data is required for the technical set-up in ECMS and for the implementation of the connectivity set-up.

4.2.1. Party Identification

Party RIAD Code	RIAD code of the institute, max. 30 characters, RIAD code corresponds with the MFI code
Country Code	Country code of the participant's country of domicile, pre-filled with DE for participants domiciled in Germany
Party Type	Type of ECMS participant, pre-filled with: ECMS entity
Party Name	Name of the institution, max. 350 characters: The information in this field is only for internal purposes outside from ECMS; the institutions name is automatically migrated from our current system to ECMS

4.2.2. Technical addresses (only relevant for A2A participants)

If your institution chooses to receive A2A messages from ECMS, the technical address must be entered here. Please observe the format instructions below.
For **a pure U2A connection, no information** is required in these fields.

Party RIAD Code	completed automatically
Technical Address	**Participation A2A:** Fill-in the complete technical address that you wish to use as Responder DN to receive messages from ECMS. The technical address is provided by your NSP and is included in the so-called Technical Header when exchanging messages. The Technical Header is supplemented by your NSP. Not all attributes listed in the example below necessarily need to be used. This means that a valid technical address can only consist of two attributes (e.g. o=abcdxxyy,o=swift). Notation of the technical address: Attributes (cn, ou, o) in lower case letters and no space after the comma Example SWIFT: cn=appl,ou=ecms,o=abcdxxyy,o=swift Example SIA: cn=appl,ou=ecms,ou=cert,ou=tips,o=12345,dc=sianet,dc=sia,dc=eu **For participation U2A-only**: Not specified
Network	In the drop-down field choose between the two options which network service provider is used by your institution for ECMS: SWIFT or NEXI/SIA COLT
Purpose	Functional area for the use of the technical address: If you leave this field blank, all messages from ECMS will be sent to the same technical address

4.2.3. A2A counterparty user (only relevant for A2A participants)

If your institution plans to send messages to ECMS via an A2A connection, an A2A user must be set up. Please observe the format instructions below.

For **a pure U2A connection, no information** is required in these fields.

Party RIAD Code	completed automatically
Signature DN	**Participation A2A**: State the Signature DN your institution is using to sign messages sent to ECMS. The signature DN can be obtained from your NSP. Not all attributes listed in the example below necessarily need to be used. This means that a valid technical address can also consist of fewer attributes (e.g. CN=%1,O=abcdxxyy,O=swift). Please note that ECMS currently allows only one signature DN per user. As a result, technical facilities such as load balancers may not be available. Signature DN spelling for SWIFT: Attributes (CN, OU, O) in capital letters and no spaces after the comma Example SWIFT: CN=appl,OU=ecms,O=abcdxxyy,O=swift Example NEXI/SIA-Colt: CN=appl,OU=ECMS,OU=cert,OU=tips,O=12345,DC=sianet,DC=sia,DC=eu **For participation U2A-only**: Not specified
Network	In the drop-down field choose between the two options which network service provider is used by the institution for ECMS: SWIFT or NEXI/SIA COLT

4.2.4. U2A counterparty administrator user

Users already set up in TARGET Services T2S, TIPS or T2 <u>cannot</u> be automatically used for ECMS; they must be set up and approved separately inside ECMS. The users requested for the UTEST/PreProd ECMS environment are likewise not automatically set up by the Deutsche Bundesbank in the ECMS production environment. The creation of the user administrators for the ECMS Production environment must be requested explicitly in the ECMS production registration form.

The Bundesbank creates a maximum of two U2A users per institution (user administrators). If required, each user administrator can set up additional ECMS users (possibly also other user administrators) for the institution itself. In addition, user administrators can assign themselves and the users of their institution additional roles or withdraw roles. It is not possible to change or edit in CRDM, because ECMS has a separate role and rights system. To be able to create additional administrators, the following roles must be assigned to them:

- ECMS ENTITY - U2A ADMINISTRATOR EXECUTION - #54

- Super Validator (administrator is allowed to act according to the two-eyes principle) or Validator (administrator must act according to the four-eyes principle)

Furthermore, the user administrators created by the Deutsche Bundesbank do not have any additional rights. Additional rights can be assigned to the administrators by themselves at any time (possibly in the four-eyes principle).

A description of the roles and respective rights can be found in the document "U2A and A2A roles in the ECMS" and in the Access Rights matrix. Both documents are available on the ECB's website:

<p align="center">U2A and A2A roles in the ECMS</p>

<p align="center">Access rights matrix for ECMS</p>

The creation and processing of ECMS users and user administrators can be found in the "Reference Data" module or the following menu item:

Reference Data → Access Right Reference Data → Users Create / Display

If only one user administrator is to be created by the Bundesbank in the production environment, the required roles for exercising them according to the two-eyes principle will also be assigned by the Bundesbank. The two-eyes principle allows entries and changes to be made in ECMS without the need for approval by another user or user administrator. If two user administrators are set up by the Bundesbank, they are automatically assigned with roles requiring the four-eyes principle.

Please note: For the moment being, the users and user administrators in the UTEST/PreProd environment will be created with two-eyes principle as the four-eyes principle is not yet available for testing.

ECMS System User Reference	"Technical" name of the administrator (max. 35 characters)
	Please use the following naming convention:
	Digits 1-2: Country code of the central bank responsible for the party; for accounts at the Bundesbank: DE
	Digits 3-6: "CPTY" (counterparty)
	Digit 7: "-"
	Digits 8-14: RIAD code of the institution for which the administrator is created
	Digit 15: "-"
	Digits 16-20: "ADMIN" (to distinguish admin users from other users, this information is only informative)
	Digit 21: "-"
	Digit 22-35: Unique identification of the employee, freely selected by your institution (e.g. Initials with consecutive number or internal user ID)
	Note: This naming convention also applies to the creation of additional users by the administrator users of your institution in ECMS. Normal users should be assigned "USER" in digit 16-19
	Examples:
	- DECPTY-DE06999-ADMIN-PA2
	- DECPTY-DE06999-ADMIN-S015073
	- DECPTY-DE06999-USER-3729KR
Name	First name and last name of the user (e.g. John Doe)

User DN	Distinguished name (DN), which is stored on the administrator's medium of access. Spelling U2A DN for SWIFT: Attributes (CN, OU, O) in capital letters and spaces after the comma Example SWIFT: CN=john-doe, OU=esmig1, O=abcdxxyy, O=swift The attribute values for U2A DN's are always written in lower case letters. Example of SIA Colt: CN=john-doe, OU=U2A, O=12345, DC=sianet, DC=sia, DC=eu Your NSP might provide you with a DN with attributes in lower case letters and without spaces. In this case, please adapt the format of the DN to the above-mentioned format. The number of attributes can be determined from the above example. It is also possible to specify "CN=%1". The information in the form must exactly correspond with the setup configured by the NSP. Important Note: Please ensure that in the registration form for the Production environment only the certificate-DN's for production purposes are entered.
Role ID	Displays the roles assigned to the user. Additional roles can be added via the "Create" function.
Party RIAD Code	Is completed automatically
Is Active	True = active False = inactive Pre-assignment: Active (inactive is not possible during user creation)

4.2.5. Banking Group

The Banking Group allows the Banking Group Manager to look at several parties belonging to their institution or group. The Banking Group Manager can view information on the collateral pools of the assigned members of the Banking Group.[2] For ECMS, the banking groups already applied for the other target services (T2, tips, T2S) can be reused. Please note that the information on the banking group in the ECMS production registration form is used exclusively for setting up in ECMS. Please contact the responsible office for any changes to the banking group information in other TARGET Services (T2, TIPS, T2S).

A new banking group in ECMS can be applied for at the Central Bank of the Banking Group Manager. The name of the banking group is then to be passed on within the institution or group and forwarded to the Central Banks of the banking group members. The relevant Central Banks will then ensure that the Banking Group members are added to the Banking Group in ECMS.

Banking Group	Indicate whether the institution belongs to an ECMS Banking Group or not, drop-down selection field: Yes or No. Please fill in the field accordingly.
Banking Group Manager	Name of the banking group (if not already requested: To be applied for by the banking group manager in accordance with the following convention and then communicated to the group members), if already requested: Indication of the name of the existing group Naming Convention: Digits 1-2: Country code of the central bank of the Banking Group Manager Digits 3: K Digits 4-10: Party-BIC11 of the Banking Group Manager Note: The additional 20-digit text is deliberately dropped. The first 14 digits suffice the uniqueness of the group names.

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[2] According to ECMS technical specification: the manager of an ECMS Banking Group can view the overall position of the banking group through the ECMS Banking Group pool (which aggregates the position of all the ECMS pools that are owned by the different counterparties that belong to that ECMS Banking Group). Additionally, the banking group manager can also view partially the ECMS pools of the counterparties part of the banking group.

4.2.6. Contact information I

Only the e-mail addresses reported in this form will be included in the distribution list for e-mails on matters in the ECMS production environment. No further contact persons will be contacted other than specified in this form. Therefore, please complete the form with all relevant addresses and check them regularly to ensure they are up-to-date. We advise to provide a functional e-mail address that several team members have access to. Please note that these contact details are not visible to you in the ECMS production environment.

Functional e-mail address	Specification of a functional e-mail address for enquiries/correspondence on the ECMS production environment

4.2.7. Contact information II.

Please refer to the suggestions in section 4.2.6. Furthermore, personal e-mail addresses are used in exceptional cases and after prior consultation only.

Name	Surname, first name of the contact person for matters relating to ECMS production operations
Phone Number	Telephone number for queries regarding ECMS production operations
Personal e-mail address	Personal e-mail address for queries/correspondence on matters relating to the ECMS production operations