



TIPS Participation Guide

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List of versions



Version	Section	Description of change
1.0		First version
1.1		Minor adjustments and additions
1.1.1		Minor adjustments

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1 Purpose of this guide

The purpose of this guide is to help prospective TIPS participants complete the registration form, enter reference data in CRDM and perform test cases. It also provides a collection of links to key documents.

This guide is not a substitute for the user documentation provided.

This includes, in particular, the user handbooks (UHB) and the user detailed functional specifications (UDFS) for the CRDM and TIPS components. The service's functional scope is set out in binding terms in these documents only.

Please do not hesitate to get in touch if you have any questions or suggestions for improving this guide.

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2 Who to get in touch with at the Bundesbank

2.1 Customer service team

Please contact your customer service team (KBS) if you have any questions about the registration form ([Contact – Customer Service Team | Deutsche Bundesbank](#)).

Please submit the registration form to your customer service team using the contact details below.

KBS	Address	Email form submission	Telephone number
KBS BBB, Berlin	Leibnizstrasse 10 10625 Berlin Germany	kbs-bbb-t2-forms@bundesbank.de	+49 (0)30 3475 2764
KBS BNS, Hanover	Georgsplatz 5 30159 Hannover Germany	kbs-bns-t2-forms@bundesbank.de	+49 (0)511 3033 2342
KBS BW, Stuttgart	Theodor-Heuss-Strasse 20 70174 Stuttgart Germany	kbs-bw-t2-forms@bundesbank.de	+49 (0)711 944 2929
KBS BY, Munich	Leopoldstrasse 234 80807 München Germany	kbs-by-t2-forms@bundesbank.de	+49 (0)89 2889 2929
KBS H, Frankfurt	Taunusanlage 5 60329 Frankfurt am Main Germany	kbs-h-t2-forms@bundesbank.de	+49 69 9566 32929
KBS HMS, Hamburg	Willy-Brandt-Strasse 73 20459 Hamburg Germany	kbs-hms-t2-forms@bundesbank.de	+49 (0)40 3707 2929
KBS NRW, Düsseldorf	Berliner Allee 14 40212 Düsseldorf Germany	kbs-nrw-t2-forms@bundesbank.de	+49 (0)211 874 2929
KBS RS, Mainz	Hegelstrasse 65 55122 Mainz Germany	kbs-rs-t2-forms@bundesbank.de	+49 (0)6131 377 2929
KBS STH, Leipzig	Karl-Liebknecht-Strasse 141a 04275 Leipzig Germany	kbs-sth-t2-forms@bundesbank.de	+49 (0)341 860 1401

2.2 National Service Desk

If you have any questions on entering reference data in the system, performing the prescribed test cases or anything relating to production, please contact the National Service Desk.

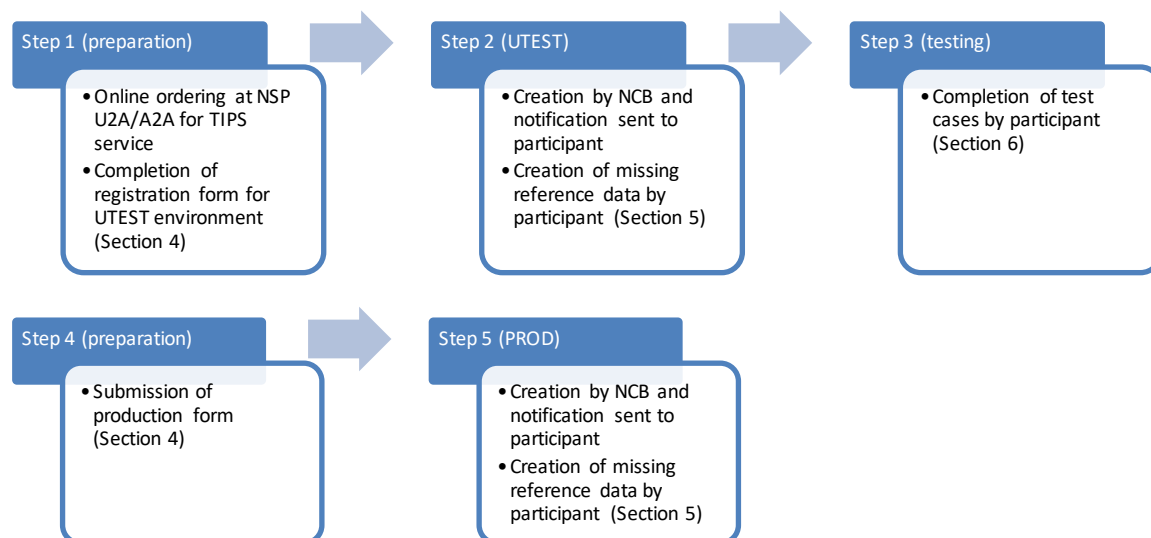
Email (testing): targetservices-test@bundesbank.de

Email (production): targetservices@bundesbank.de

Telephone number: +49 (0)69 9566 38870

3 Standard procedure

The following diagram shows the process for participating in the TIPS service.



Typically, the process begins with e-ordering at the selected network service provider. It is only possible to send payments to, and receive payments from, TIPS after being added to the closed group of users for TIPS.


The participation forms for the test environment (UTEST) can be filled out at the same time. All reference data, with the exception of specific contacts for the TIPS service, can be entered in the registration form. The contacts for TIPS can be submitted using form 4555. The two forms are listed in [Section 7 “Links”](#).

Please refer to [Section 4 “Registration form”](#) for instructions on how to complete the form. If you have any further questions, please always contact your Bundesbank customer service team (contact details: [Section 2.1 “Customer service team”](#)).

You should send the Excel file by email to your Bundesbank customer service team. They check the Excel file and, after confirmation, you can submit the signed PDF of the Excel file and form 4555 by post.

Once the forms have been processed internally, the National Service Desk will create your reference data. You will then be notified of this by email and asked to create the reference data for which you are responsible and to complete the required test cases.



Once you have successfully completed the test cases and this has been certified, you will be able to complete and submit the form for the production environment. We advise against

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submitting the test and production forms at the same time, as experience shows that changes still need to be made and a situation in which the review and submission processes for the two forms run in parallel should be avoided.

After receiving the forms for the production environment, it is necessary to check whether your institution has signed up to the EPC's SCT Inst Scheme. The reference data will not be created in the production environment until it has been determined that you have signed up. You will be notified by the National Service Desk and then be asked to enter the reference data for which you are responsible.

It is possible to sign up to the SCT Inst Scheme at any point in the process. What is relevant for the National Service Desk is that you have been marked as signed up on the start date in the production environment.

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4 Registration form

You can find the registration form on our website at the following URL: [Registration Form | Deutsche Bundesbank](#). There you will also find the [Instructions for completing the T2 registration form \(bundesbank.de\)](#).

Please note that only direct participants may submit the registration form. If you wish to participate in TIPS as a reachable party, the form should be submitted via your direct participant only. They can specify you as an authorised account user with your BIC11 (see [Section 4.5.2 "Authorised Account User"](#)). You are then entitled as a reachable party to send and receive payments via the TIPS DCA of the direct participant.

If you, as a direct participant, wish to limit the use of liquidity in your TIPS DCA by a reachable party, a credit memorandum balance (CMB) can be set up for this purpose. Please contact us about this at targetservices-test@bundesbank.de.



There is no co-management function for a TIPS DCA.

It is possible to set up communication with TIPS via an instructing party. The instructing party must only be recorded as a technical address (see [Section 4.4.2 "Technical Address A2A"](#)).

Please note that when participating in a new service, test cases must first be completed in UTEST environment before your reference data can be created in the production environment. Please refer to [Section 7 "Test cases"](#) for more information.

Please submit separate registration forms for the test and production environments.

Characters outside the permitted CRDM character set may not be used in the form either, including vowels with diaeresis (ä, ö, ü) and "ß" (exception: "@" for/in email addresses). The validations stored in the form should alert you if you have used an unauthorised character.

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4.1 Getting started

Important: Please make sure that you close all other Excel files before you edit the form and do not open any other Excel files until you have finished editing the form.

To successfully fill the form with data, you will need a PC installed with standard Microsoft Excel software in which the Excel macros are activated. To activate Excel macros, open the “File” tab in Microsoft Excel and click on “(Excel) Options”. Select the menu item “Trust Center” and then click on “Trust Center Settings” over on the right. Now switch to the “Macro Settings” tab and activate your chosen option for Excel macros.

TARGET SERVICES

Registration Form V 1.2.6

Instructions

Please close all the excel files
Please use the "Continue", "Save" and "Back" Button
Pressing the "X" Button may lead to a loss of data
Closing the excel file without finishing the process may lead to a loss of data
At the end of the registration form, a new Data sheet will be created with all the data introduced
At the end of the process a "Print" and "Edit" Button will be available
The "Print" Button allows the user to save and print the information as a PDF
The "Edit" Button will restart the process with the information already introduced by the user
If you press "Edit", please press the "Finish Registration" Button once again after completing the changes
Special Characters and Mutated Vowels are not permitted across the whole form
Please fill in the blocks following the correct order before pressing the "Finish Registration" Button

The process may take some seconds
Please use the "Import Backup" Button to Import the data from another version

Clicking on the “Start” button takes you to the following screen. Once there, click on the “T2 Services Registration Form” button to get to the “Screen: 0. Opening Form” screen.



4.2 Opening Form

Start Registration
×

BIC11 of the relevant central bank
(f or Bundesbank: MARKDEFFXX)

Parent BIC11

The applicant's BIC11

Party BIC11

Party Type

Submission Date
(YYYY-MM-DD)

Reference

Related Reference

Activation date (YYYY-MM-DD)

Country code of the relevant
central bank
(f or Bundesbank: DE)

Responsible CB

Form Type

First Registration
 New/Add
 Modify
 Delete

Environment

Production
 Pre-Production
 EAC

VALIDATE

Party Type	You can choose between: <ul style="list-style-type: none"> - Payment Bank - National Central Bank (NCB) - Ancillary System As a participant, select “Payment Bank”.
Reference	Optional field. Intended for your internal use only.
Related Reference	Optional field. Intended for your internal use only.
Activation date	Point in time from which your reference data should be active.
Form Type	When creating a new participant or participating in a new service, always tick the “ <u>First Registration</u> ” checkbox. “ <u>New/Add</u> ” to expand on the existing “First Registration” form (starting from 2nd TIPS DCA); “ <u>Modify</u> ” for changes; “ <u>Close</u> ” for deletions As you are likely to be creating a new participant in a new service, please select “First Registration”.
Environment	You can choose between: <ul style="list-style-type: none"> - Production - UTEST (Pre-Production) - EAC (only relevant for CBs)

For reference data changes (“Modify”), the principle applies that only those fields should be filled out that are to be changed (and those fields that are additionally required by the validation rules of the form if applicable).

4.3 Menu selection

As "Payment Bank" was selected as the party type in the "Opening Form", the "3. Ancillary System" menu item is greyed out.

Menu ✕

Form Menu

<div style="background-color: #00b0c0; padding: 10px; border: 1px solid #000; display: inline-block;">1. Party</div>	<div style="background-color: #00b0c0; padding: 10px; border: 1px solid #000; display: inline-block;">2. Cash Account</div>
<div style="background-color: #cccccc; padding: 10px; border: 1px solid #000; display: inline-block;">3. Ancillary System</div>	<div style="background-color: #00b0c0; padding: 10px; border: 1px solid #000; display: inline-block;">4. Administrator User</div>
<div style="background-color: #00b0c0; padding: 10px; border: 1px solid #000; display: inline-block;">5. Groups</div>	<div style="background-color: #00b0c0; padding: 10px; border: 1px solid #000; display: inline-block;">6. Invoice Configuration</div>

Finish Registration

Important: Please always work through the screens in order, from 1 to 6. Otherwise, you may lose data or may not be able to add party data at a later stage. The menu items 1. Party, 2. Cash Account and 6. Invoice Configuration are mandatory.

4.4 Party

4.4.1 Main Information

First Registration ✕

1. Party

A) Main Information

Party Long Name <input style="width: 90%;" type="text"/>	Party Type <input style="width: 80%;" type="text" value="Payment Bank"/>
Party Short Name <input style="width: 80%;" type="text"/>	
Street <input style="width: 80%;" type="text"/>	House Number <input style="width: 60%;" type="text"/>
Postal Code <input style="width: 60%;" type="text"/>	City <input style="width: 80%;" type="text"/>
State or Province <input style="width: 80%;" type="text"/>	Country Code <input style="width: 40%;" type="text"/>
Legal Entity Identifier <input style="width: 80%;" type="text"/>	

Party Contact Information

Party Contact Name <input style="width: 90%;" type="text"/> Add	Mobile Number <input style="width: 60%;" type="text"/> <input style="width: 20%;" type="text" value="Prefix"/> Add
Party Contact Position <input style="width: 90%;" type="text"/> Add ✕	Office Telephone Number <input style="width: 60%;" type="text"/> <input style="width: 20%;" type="text"/> Add
Email Address <input style="width: 90%;" type="text"/> Add	

Note: If you have already submitted a registration form for another TARGET service (CLM, RTGS or T2S), please make sure that the main information is the same.

Party Long Name	Participant's full name as recorded in the commercial register (max 350 characters).
Party Short Name	Participant's short name.
Party Type	Already prepopulated (taken from "0. Opening Form").
Legal Entity Identifier	Information required in line with the ISO 17442 Standard. Branches that do not have their own LEI may use the LEI of their parent company.
Party Contact Information	Form 4555 should always be used for TIPS contacts. The email addresses specified there are also used for the "TIPS Notification Tool". Please do not include this information in the registration form.

4.4.2 Technical Address A2A

B) Technical Address A2A

Create up to 15 Technical Addresses Add Technical Addresses

Create more than 15 Technical Addresses using a text file Add Technical Addresses

File inserted

Continue

Click on the green button to manually enter the data for Technical Address Network Service Links (TANSLs). If you would like to submit more than 15 technical address network service links, please use the blue button to upload a corresponding .txt file (the "File inserted" checkbox will then be ticked automatically). Please use only one of the two methods.

Important: The file name of the .txt file may not contain any spaces.

Example SWIFT file: [TANSL SWIFT](#)

Example file for SIA-COLT / Nexi: [TANSL SIA-COLT / Nexi](#)

Important: U2A-only participation in TIPS is not possible. Technical addresses are mandatory for all business cases.

Add Technical Address ×


Technical Address 1	<input type="text"/>	Network Service 1	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 2	<input type="text"/>	Network Service 2	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 3	<input type="text"/>	Network Service 3	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 4	<input type="text"/>	Network Service 4	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 5	<input type="text"/>	Network Service 5	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 6	<input type="text"/>	Network Service 6	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 7	<input type="text"/>	Network Service 7	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 8	<input type="text"/>	Network Service 8	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 9	<input type="text"/>	Network Service 9	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 10	<input type="text"/>	Network Service 10	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 11	<input type="text"/>	Network Service 11	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 12	<input type="text"/>	Network Service 12	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 13	<input type="text"/>	Network Service 13	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 14	<input type="text"/>	Network Service 14	<input type="text"/>	<input type="button" value="⊗"/>
Technical Address 15	<input type="text"/>	Network Service 15	<input type="text"/>	<input type="button" value="⊗"/>

Technical Address	<p>Technical address of the participant to be used for A2A communication. (Max. 256 characters; note: attributes in lowercase letters, no spaces after comma.)</p> <p><u>Important:</u> If an instructing party is being used, enter the technical address here.</p>
Network Service	<p>The following TANSLs can be selected in the form for TIPS services:</p> <ul style="list-style-type: none"> - [TIPS] SWIFT - [TIPS] SWIFT.NOTIF - [TIPS] SIA - [TIPS] SIA.NOTIF

It is not necessary to re-enter TANSLs already recorded for CLM, RTGS and T2S. Please enter only new TANSLs for TIPS.

The network services [TIPS] SWIFT and [TIPS] SIA are used to send and receive instant payment messages. The network services [TIPS] SWIFT.NOTIF and [TIPS] SIA.NOTIF are used to receive notifications and reports.

Due to restrictions in the registration form, technical addresses for the network services TIPSBILL[...] and TIPSCRDM[...] cannot be requested. The TIPSBILL[...] network service link is relevant if you wish to receive billing reports via camt.077. The TIPSCRDM[...] network service is relevant for maintaining the TIPS Directory.

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Important: Please note that we record the following technical addresses for the network services mentioned above by default.

Network Service Link	Technical address used
TIPSBILL.SIA-COLT.FILESNF TIPSBILL.SIA-COLT.MSGRT TIPSBILL.SIA-COLT.MSGSNF TIPSBILL.SWIFT.FILESNF TIPSBILL.SWIFT.MSGRT TIPSBILL.SWIFT.MSGSNF	Technical address specified for the network service T2BILL[...] for the linked MCA
TIPSCRDM.SIA-COLT.FILESNF <u>TIPSCRDM.SIA-COLT.MESGRT</u> TIPSCRDM.SIA-COLT.MSGSNF TIPSCRDM.SWIFT.FILESNF <u>TIPSCRDM.SWIFT.MESGRT</u> TIPSCRDM.SWIFT.MSGSNF	Technical address specified in the Excel form for the network service SWIFT.NOTIF / SIA.NOTIF

If you wish to use a different technical address for network services, please contact the National Service Desk via e-mail. We will then clarify the procedure for using different technical addresses.

Important: Simply recording technical address network service links does not result in the corresponding messages being automatically sent. For this to happen, the corresponding default routing (see [Section 5.4 "Default routing"](#)) and message subscription (see [Section 5.5 "Message subscription rule set"](#)) or report configuration (see [Section 5.6 "Report configuration"](#)) must first be set up.

4.4.3 Party Service Link

Party Service Link ×

[Back](#)

C) Party Service Link

Service Party Type to link Add

T2S Service

D) Additional Party information for T2S Service

Attribute Value Attribute Name

D1) Create New Secured Group

Secured Group Type

Secured Group Identification

Parent BIC of the party responsible for the secured group

Party BIC of the party responsible for the secured group

Type of T2S Secured Group Party DCA

Group Member

Add T2S Secured Group

D2) Client Auto-collateralisation

Client Auto-collateralisation Yes No

Technical Address to send daily securities valuations via flat files

Pledge Pledge Sub-account Repo

D3) Secondary Credit Memorandum Balance

Secondary CMB Yes No

D4) Party Minimum Amount

Minimum Amount for Auto collateralisation

Minimum Amount for Client collateralisation

E) CLM Configuration Data

Overnight Deposit Indicator Intraday Credit Indicator

Marginal Lending Indicator

Minimum Reserve Obligation

Institutional Sector Code

MFI Code

U2A Only (CLM) Eurosystem flag

Leading CLM Account Holder Parent BIC

Leading CLM Account Holder Party BIC

Maximum Amount for Overnight Deposit

CB account for standing facilities interests

CB account for minimum reserve interests and penalties

CB account for other interests

F) RTGS Configuration Data

U2A Only (RTGS) Ancillary System sub-type

Continue

Service	<p>You can choose between:</p> <ul style="list-style-type: none"> - TIPS Service - T2 CLM Component - T2 RTGS Component - ECONSII Common Component <p>To participate in TIPS, select the service “TIPS Service”.</p>
Party Type to link	<p>You can choose between:</p> <ul style="list-style-type: none"> - TIPS Participant - TIPS Reachable Party - MPL-Only Participant <p>Select “TIPS Participant” here. Reachable parties, using their BIC11 as authorised account users (see Section 4.5.2 “Authorised Account User”) for the TIPS DCA of a direct participant, should only be applied for via the direct participant.</p>
<p>“D) Additional Party Information for T2S Service”, “E) CLM Configuration Data” and “F) RTGS Configuration Data” do not apply to TIPS.</p>	

4.4.4 Roles

Roles ×

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H) Roles

AH ESMIG Access	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode	AH RTGS Limit/Reservation Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH CRDM Access	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode	AH RTGS Backup Payment Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
Party Administrator	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH T2S Reader (renaming the existing Reader role)	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH Access Rights Administrator	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH T2S Liquidity Manager (renaming the existing Liquidity Manager role)	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH CRDM Reader	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode	AH T2S CMB Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH CRDM Configuration Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH T2S Collateral Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH CRDM Liquidity Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH TIPS CMB Set-up Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH CRDM AMG Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH Instant Payment Manager	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH CLM Reader	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode	AH TIPS Liquidity Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH CLM Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH TIPS Party Query	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH RTGS Reader	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode	AH TIPS Reachable Party Query	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH RTGS AS Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH TIPS CMB Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH RTGS Customer CT U2A	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH Data Warehouse User	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH RTGS Inter-bank CT U2A	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH ECONS 2 Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode
AH RTGS Liquidity Transfer Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH ECONS 2 Reader	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH RTGS Payment Manager	<input type="radio"/> Two-eyes mode	<input type="radio"/> Four-eyes mode	AH MPL Reader	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode
AH Bill Reader 2E	<input type="radio"/> Two-eyes mode	<input checked="" type="radio"/> Four-eyes mode			

Reset All
Menu

Two-eyes (2E) mode must be used for A2A applications. It is not possible to select 2E and 4E mode for the same role. If an A2A user has a role in the 4-eye mode, no approval is necessary. Make sure there are no deviations from the current role assignment (for example, submitted through the T2 registration form) and only apply for roles that your party does not yet have. For a role in 2E mode, the user who owns this role can carry out the privileges/rights contained with this role without the approval of another user. A second user is required for this purpose for roles in 4E mode.

The following roles can be used when participating in TIPS:

- AH ESMIG Access
- AH CRDM Access
- Party Administrator
- AH Access Rights Administrator
- AH CRDM Reader
- AH CRDM Configuration Manager
- AH Bill Reader
- AH T2S Reader (renaming the existing Reader role)
- AH T2S Liquidity Manager (renaming the existing Liquidity Manager role)
- AH TIPS CMB Set-up Manager
- AH Instant Payment Manager
- AH TIPS Liquidity Manager
- AH TIPS Party Query
- AH TIPS Reachable Party Query
- AH TIPS CMB Manager

[A description of the roles and the privileges contained therein can be found in the document "List of Account Holder Roles \(Including the constituent privileges\)", which can be accessed via the following link: List of Account Holder Roles](#)

4.5 Cash Account

4.5.1 Main Information

Create Cash Account ×

2. Cash Account

A) Main Information

Cash Account Number:

Cash Account Type:

Floor notification amount:

Currency: EUR

Ceiling notification amount:

Linked Account Type: Reset

Linked Account:

Account Opening Date (YYYY-MM-DD):

B) Account Threshold Configuration

Associated LT Account:

Ruled-based LT for Queued Urgent Priority Payments/AS Transfer Orders:

Ruled-based LT for Queued High Priority Payments:

C) Default Main Cash Account

Default Main Cash Account:

D) Reserve Management Account Configuration

Minimum Reserve Calculation:

Automated Generation of Interest Payment (System Generated):

E) Additional Account Configuration

Default RTGS Account: Credit Based:

Co-managed: Non-published:

Co-manager Parent BIC:

Co-manager Party BIC:

Maximum Amount to be Debited per Day:

F) Authorised Account User

Create up to 8 Authorised Account Users: Add Authorised Account User

Create more than 8 Authorised Account Users using a text file: Add Authorised Account User File inserted

G) Direct Debit Mandate

Create up to 4 Direct Debit Mandates: Add Direct Debit Mandate

Create more than 4 Direct Debit Mandates using a text file: Add Direct Debit Mandate File inserted

H) T2S DCA

Please use the following button in order to create a T2S Dedicated Cash Account. This button can also be used to create any other account.

Add Cash Account 4

Reset All
Menu Form

Add Cash Account 2
Add Cash Account 3
Add Cash Account 5
Add Cash Account 6
Add Cash Account 7
Add Cash Account 8
Add Cash Account 9
Add Cash Account 10

Cash Account Number	Use the following format when naming DCAs: <ul style="list-style-type: none"> - I + DE + EUR + BIC11 + 21 characters of free text (without spaces) - Max. 34 characters.
Cash Account Type	You can choose between: <ul style="list-style-type: none"> - TIPS Account - RTGS Dedicated Cash Account - RTGS Sub-Account - Main Cash Account (in CLM) - Overnight Deposit Account - Marginal Lending Account - Contingency Cash Account “TIPS Account” must be selected here.
Floor notification amount	A tool that ensures that you receive a notification if your available liquidity on the TIPS DCA <u>falls below</u> a certain threshold. <u>Important:</u> If you would like to receive a notification when there is no more liquidity available on the TIPS DCA, please enter "0.01". No notification is sent if the value is "0.00".
Ceiling notification amount	A tool that ensures that you receive a notification if your available liquidity on the TIPS DCA <u>climbs above</u> a certain threshold.

Linked Account Type (optional)	Not relevant.
Linked Account (optional)	Not relevant.
Reserve Management Account Configuration	Mandatory fields for TIPS DCA; both checkboxes must be ticked.
"B) Account Threshold Configuration", "C) Default Main Cash Account", "E) Additional Account Configuration" and "H) T2S DCA" do not apply to TIPS.	

Important: Floor and ceiling notifications only mean that you get a message sent out. Automated liquidity transfers are not possible at present. You can also enter the floor and ceiling notification amounts yourself.

4.5.2 Authorised Account User

F) Authorised Account User

<p>Create up to 8 Authorised Account Users</p> <p>Add Authorised Account User</p>	<p>Create more than 8 Authorised Account Users using a text file</p> <p>Add Authorised Account User <input type="checkbox"/> File inserted</p>
---	--

Click on the green button to manually enter the data for Authorised Account Users. If you would like to submit more than eight authorised account users, please use the blue button to upload a corresponding .txt file (the "File inserted" checkbox will then be ticked automatically).

Important: The .txt file name may not contain any spaces.

Sample content for .txt file:

IDEEURBANKFIHHXXX001, BANKFIHHXXX, 100000.00,

Please ensure that a dot is used before the decimal places. The space after the last comma is essential as it creates an empty entry in a field that is relevant only for RTGS.

Authorised Account User ×

<p>F) Authorised Account User 1</p> <p>Cash Account Number 1 <input type="text"/></p> <p>Authorised Account User BIC 1 <input type="text"/></p> <p>Participation Type 1 <input type="text"/></p> <p>Maximum IP Amount 1 <i>*only to be filled in for TIPS related accounts</i></p>	<p>F) Authorised Account User 5</p> <p>Cash Account Number 5 <input type="text"/></p> <p>Authorised Account User BIC 5 <input type="text"/></p> <p>Participation Type 5 <input type="text"/></p> <p>Maximum IP Amount 5 <i>*only to be filled in for TIPS related accounts</i></p>
<p>F) Authorised Account User 2</p> <p>Cash Account Number 2 <input type="text"/></p> <p>Authorised Account User BIC 2 <input type="text"/></p> <p>Participation Type 2 <input type="text"/></p> <p>Maximum IP Amount 2 <i>*only to be filled in for TIPS related accounts</i></p>	<p>F) Authorised Account User 6</p> <p>Cash Account Number 6 <input type="text"/></p> <p>Authorised Account User BIC 6 <input type="text"/></p> <p>Participation Type 6 <input type="text"/></p> <p>Maximum IP Amount 6 <i>*only to be filled in for TIPS related accounts</i></p>
<p>F) Authorised Account User 3</p> <p>Cash Account Number 3 <input type="text"/></p> <p>Authorised Account User BIC 3 <input type="text"/></p> <p>Participation Type 3 <input type="text"/></p> <p>Maximum IP Amount 3 <i>*only to be filled in for TIPS related accounts</i></p>	<p>F) Authorised Account User 7</p> <p>Cash Account Number 7 <input type="text"/></p> <p>Authorised Account User BIC 7 <input type="text"/></p> <p>Participation Type 7 <input type="text"/></p> <p>Maximum IP Amount 7 <i>*only to be filled in for TIPS related accounts</i></p>
<p>F) Authorised Account User 4</p> <p>Cash Account Number 4 <input type="text"/></p> <p>Authorised Account User BIC 4 <input type="text"/></p> <p>Participation Type 4 <input type="text"/></p> <p>Maximum IP Amount 4 <i>*only to be filled in for TIPS related accounts</i></p>	<p>F) Authorised Account User 8</p> <p>Cash Account Number 8 <input type="text"/></p> <p>Authorised Account User BIC 8 <input type="text"/></p> <p>Participation Type 8 <input type="text"/></p> <p>Maximum IP Amount 8 <i>*only to be filled in for TIPS related accounts</i></p>

Save

Cash Account Number	<p>Use the following format when naming DCAs:</p> <ul style="list-style-type: none"> - I + DE + BIC11 + EUR + 21 characters of free text - Max. 34 characters. <p>You will usually be entering the cash account number that you entered at Section 4.5.1 "Main Information" here.</p>
Authorised Account User BIC	<p>BICs allowed to settle on the TIPS DCA. At least one BIC must be specified, but not necessarily your party BIC.</p> <ul style="list-style-type: none"> - BIC11
Participant Type	<p>Not relevant for TIPS, as the participation types are only set up for the RTGS DCA.</p>
Maximum IP Amount	<p>Defines the maximum amount that a TIPS participant or TIPS reachable party accepts per payment. However, this only serves as information in the TIPS Directory and is not checked by TIPS.</p> <p>If the field is left empty, a value of 100.000 will be entered automatically, but TIPS will execute payments above the stored value too.</p>


Note: For reachable parties, the party's BIC11 should be entered here as an authorised account user.

4.6 Administrator User

Note: It is possible to use all users already defined in CRDM. Users are not specifically allocated to services – they simply need to be in possession of the relevant roles (see [Section 5.1 “Setting up admin users with additional roles”](#)) and an activated Main User Flag (see Chapter 5.2.3 “Linking certificate distinguished name and A2A user”). **Please do not use the registration form to register additional users.**

If you click on “Administrator User”, you will be asked if your MCA is co-managed. You can choose “Yes” or “No”. This will not affect how you work through the rest of the form.

Backup Import ×

 Is your MCA co-managed?

Setting up administrator user ×

4. Setting Up Administrator User

Administrator User 1

Name Administrator 1

Login name Administrator 1

System User Reference Administrator 1

Certificate Distinguished Name Administrator 1

Default User Yes No

Main User Administrator 1 *This field is only relevant for TIPS users. It allows a TIPS user to access the TIPS GUI*

Administrator User 2

Name Administrator 2

Login name Administrator 2

System User Reference Administrator 2

Certificate Distinguished Name Administrator 2

Default User Yes No

Main User Administrator 2 *This field is only relevant for TIPS users. It allows a TIPS user to access the TIPS GUI*

Name Administrator	Name of the admin user (max. 127 characters).
Login name Administrator	The following structure is recommended: I + 2-digit country code of the relevant central bank + BIC11 + free text (max. 21 characters) This results in a maximum of 35 characters. Must be identical to the "System User Reference Administrator".
System User Reference Administrator	The following structure is recommended: I + 2-digit country code of the relevant central bank + BIC11 + free text (max. 21 characters) This results in a maximum of 35 characters. Must be identical to the "Login name Administrator".
Certificate Distinguished Name Administrator	DN of the certificate with which the admin user will be logging in. Format: Attributes in uppercase, spaces after the comma.
Default User	If multiple users are linked to a single DN, the default user is shown at the top of the list of available users.
Main User Administrator	Mandatory field for TIPS users (U2A and A2A). Allows a TIPS user to access the TIPS GUI.
The central bank records the two admin users in CRDM. Each additional user is to be created by yourself.	

4.7 Groups

B) Settlement Bank Account Group

Group Name	<input type="text"/>
Cash Account #1	<input type="text"/>
Cash Account #2	<input type="text"/>
Cash Account #3	<input type="text"/>
Cash Account #4	<input type="text"/>
Cash Account #5	<input type="text"/>
Cash Account #6	<input type="text"/>

Settlement Bank Account Group	Settlement Bank Account Group only relevant in the case of participation in EBA RT1. Information regarding the name can be obtained from EBA Clearing.
"A) Liquidity Transfer Group", "C) Banking Group" and "D) Billing Group" are irrelevant for participation in TIPS.	

4.8 Invoice configuration

Invoice Configuration

×

6. Invoice Configuration

A) Invoice Configuration

TIPS Service <input type="checkbox"/>	T2S <input type="checkbox"/>	Please do not make a selection!
T2 RTGS Component <input type="checkbox"/>	ECMS <input type="checkbox"/>	
VAT ID <input type="text"/>	Consumption <input type="checkbox"/>	
Tariff <input type="text"/>	Direct invoicing <input type="checkbox"/>	

B) Invoice Address



Street <input type="text"/>	House Number <input type="text"/>
City <input type="text"/>	Postal Code <input type="text"/>
State or Province <input type="text"/>	Country Code <input type="text"/>
Phone Number <input type="text"/>	
Fax Number <input type="text"/>	
Email Address <input type="text"/>	

C) Direct Debit Invoice Configuration

Direct Charging <input checked="" type="checkbox"/>
Credited <input type="text"/>
Debited Account <input type="text"/>

Form Menu

TIPS Service	Mandatory field.
VAT ID	You must enter your German VAT identification number (USt-IDNr.) here.
Tariff	There are no tariffs for TIPS. Field should be left blank.
Invoice Address	Address of the invoice recipient (invoices are not sent out by post).
Direct Charging	Mandatory field.
Credited	Pre-populated.
Debited Account	Specify to which MCA the invoice is to be charged.

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4.9 Finish Registration

To complete your work on the form, please click the “Finish Registration” button in the form’s menu. In the “Data” worksheet which is then generated, you will find three additional buttons at the very bottom:

- Generate DMT: It is essential that you click this button to ensure that the DMT tables are generated (no longer automatic as in the previous version).
- PRINT: Use this button to print out the form.
- EDIT: Use this button to edit the form.

Please send the Excel file to the Bundesbank customer service team (KBS) responsible for you (see [Section 2.1 "Customer service team"](#)). Once you receive positive confirmation from your KBS, you can open the saved Excel form again, print it out using the print function, legally sign it, and send the original to your KBS.

4.10 Participant’s contact details

4.11 Contact persons for central bank

Form 4555 allows you to submit contact details specific to TIPS. Please note that functional email addresses are automatically entered for the TIPS email notification tool (information in the event of disruptions). Personal email addresses cannot be used for the tool. In general, we recommend providing functional email addresses so that you can make changes (e.g. in the event of in-house staffing changes) independently without submitting a new form.

All reported email addresses are entered in the Bundesbank’s email distribution lists and used for TIPS information emails. T2 or T2S contacts will not be used for this purpose unless you provide us with these contact details again for TIPS.

In CRDM, only the contacts that are relevant for the TIPS Notification Tool are captured. Different contacts with the same functional email address are not captured multiple times.

Form for collection of Static Data Select TIPS

TIPS **Contact Items -**

TARGET2-Securities
TIPS

To Date Time

Deutsche Bundesbank
Please select! _____

Select the relevant customer service team

Tick "New" when creating for

New **Modify** **Delete**

DCA holder BIC11: _____ **Contact Items for Production:** or **Test:**

Your BIC11 Select environment.

Hereby we appoint the following persons/departments as contact items. We are in charge of keeping the contact list up to date.

Contact Item	Last Name, First Name	Phone-No.	E-mail
Operational Manager (Cash)			
Crisis Manager			
Test Manager ¹			
Auto-Collateral Manager ²			
T2S Network Administrator/ TIPS Network Admin or Service Provider			

No "Contact Item" is preferred. Only the distinction between production and test is important.

Please provide, as a minimum, the name of the contact person and an email address.

Please sign the form and send it by post to your customer service team.

4.12 TIPS Contact Grid

The TIPS Contact Grid contains contact details of institutions participating in TIPS. Inclusion is voluntary, but only those participants listed in the TIPS Contact Grid themselves are able to access the data collated there. The grid is currently updated on a quarterly basis by means of a query sent by email. We will get in touch with you before the next update. The TIPS Contact Grid is currently in a trial phase.

5 Data entries

There are some bits of reference data that you will need to enter yourself in order to be able to participate in TIPS. The following section covers the data that you as a participant are responsible for adding.

5.1 Setting up admin users with additional roles (mandatory)

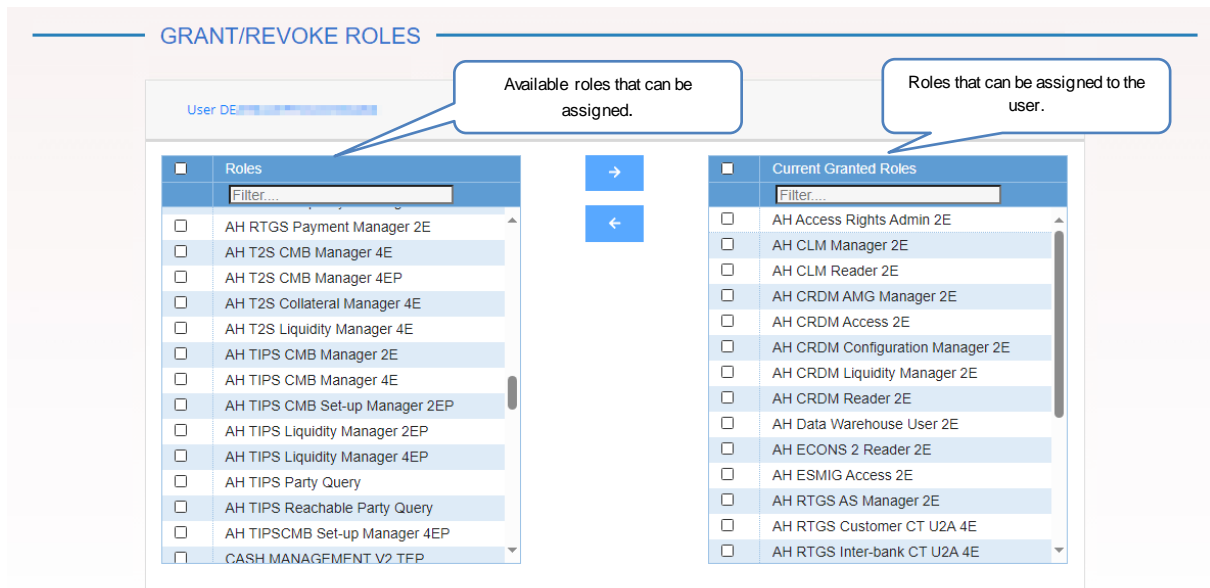
If you applied for new admin users using the registration form, these new users first need to be assigned additional roles. The roles AH CRDM Access and Party Administrator are assigned by the central bank. To create additional users (see [Section 5.2 "A2A users"](#)), the following additional roles need to be assigned as a minimum: AH Access Rights Admin 2E/4E and AH CRDM Reader 2E.

Note: The following description applies to admin users as well as all other U2A and A2A users.

GUI: CRDM

Required screen: Grant/Revoke Roles - New/Edit

Path: Common – Access Rights Management – Grant/Revoke Roles – Grant/Revoke Roles Search Screen → Search Button (enter login name)



An overview of the roles and privileges harmonised by the Eurosystem is available in Excel format: <https://www.bundesbank.de/content/875172>

The user handbook for each service contains information on which privileges are required for each screen/action. The aforementioned list contains the roles and their corresponding

privileges. Please do not assign individual privileges to users as this can cause technical problems. Please only use the harmonised roles.

5.2 A2A users (mandatory)

To allow your application to communicate with TIPS in real time 24/7/365, you will need to create an A2A user. The application will then be represented by a certificate distinguished name. This certificate distinguished name will be linked to the A2A user, who will receive rights to send instant payments, for example.

Note: The description below applies for additional U2A users as well. Please note the format for distinguished names.

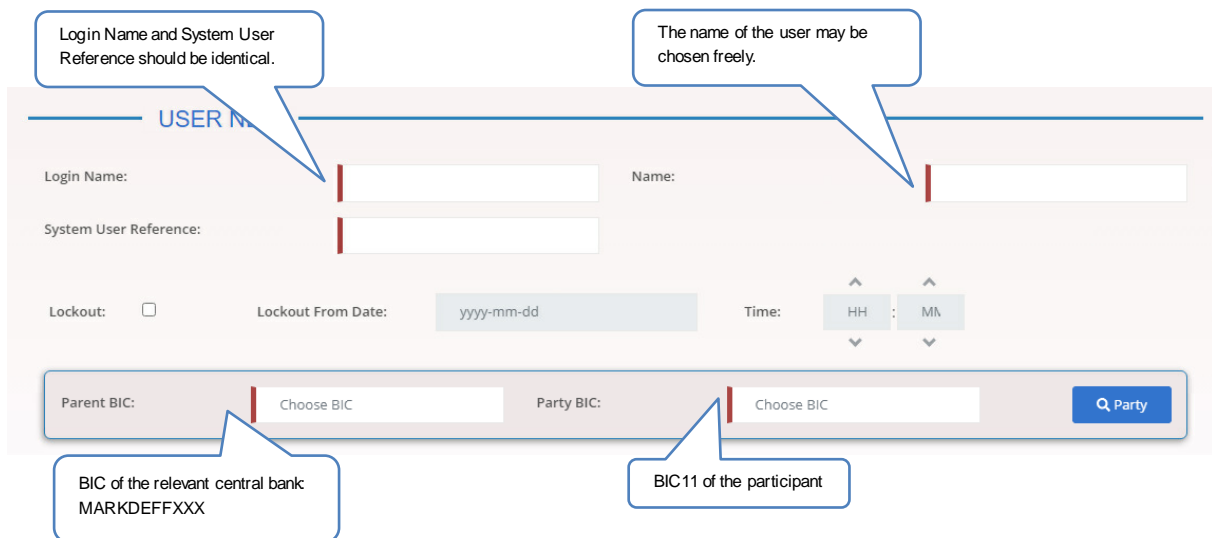
5.2.1 Users

You can also use the A2A user that you created for T2, which means you do not have to set up an additional A2A user. You will still need to follow all other steps in this section though.

GUI: CRDM

Required screen: User - New/Edit

Path: Common – Access Rights Management – Users – New





The screenshot shows the 'USER NEW' form with the following fields and callouts:

- Login Name:** A text input field. Callout: "Login Name and System User Reference should be identical."
- System User Reference:** A text input field.
- Name:** A text input field. Callout: "The name of the user may be chosen freely."
- Lockout:** A checkbox.
- Lockout From Date:** A date input field with the placeholder 'yyyy-mm-dd'.
- Time:** Two dropdown menus for 'HH' and 'MM'.
- Parent BIC:** A dropdown menu with 'Choose BIC' selected. Callout: "BIC of the relevant central bank MARKDEFFXXX".
- Party BIC:** A dropdown menu with 'Choose BIC' selected. Callout: "BIC11 of the participant".
- Q Party:** A blue button with a magnifying glass icon.

Naming convention for A2A users: [BIC11]A2AUser+free text

Naming convention for U2A users: DE[BIC11]+free text

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5.2.2 Certificate distinguished name

Please enter the certificate distinguished name that you stated in the registration form for the network service [TIPS] SWIFT or [TIPS] SIA. The format for the certificate distinguished name for an A2A user operating in TIPS differs from the format for an A2A user that communicates with T2.

Important: Please enter the certificate distinguished name for the **A2A user** as follows: attributes in lowercase, no spaces after commas.
For example: cn=test,o=testde22,o=swift

GUI: CRDM

Required screen: Certificate Distinguished Names - New

Path: Common – Access Rights Management – Certificate Distinguished Names – New



Important: When creating additional certificate distinguished names for **U2A users**, make sure to use the following format: attributes in uppercase, spaces after commas.

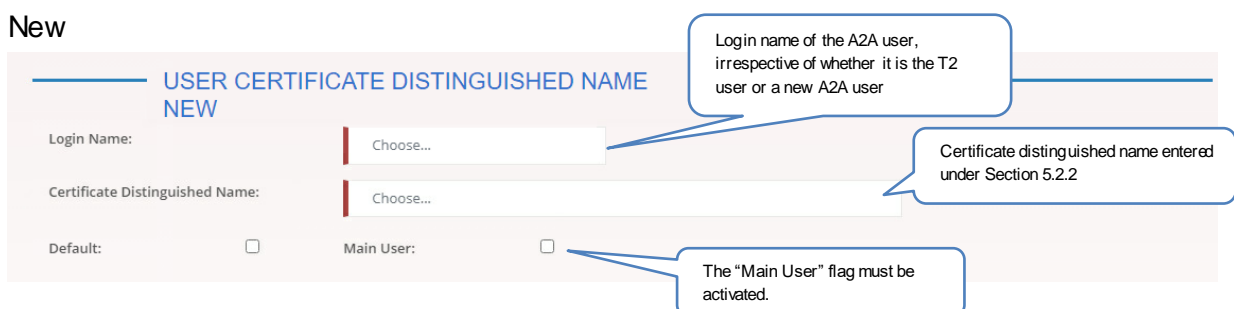
5.2.3 Linking certificate distinguished name and A2A user

Important: When linking, please note that the main user field must be activated. If U2A users that already have access to other services receive access to the TIPS GUI, this field must be activated as well.

GUI: CRDM

Required screen: User Certificate Distinguished Name Link - New

Path: Common – Access Rights Management – User Certificate Distinguished Name Links – New



5.2.4 Assigning roles

Please refer to [Section 5.1 “Setting up admin users with additional roles”](#) for how to go about this. The following roles are relevant for an A2A user in TIPS:

- AH Instant Payment Manager
- AH TIPS Liquidity Manager 2E
- AH CRDM Reader 2E
- AH TIPS Party Query

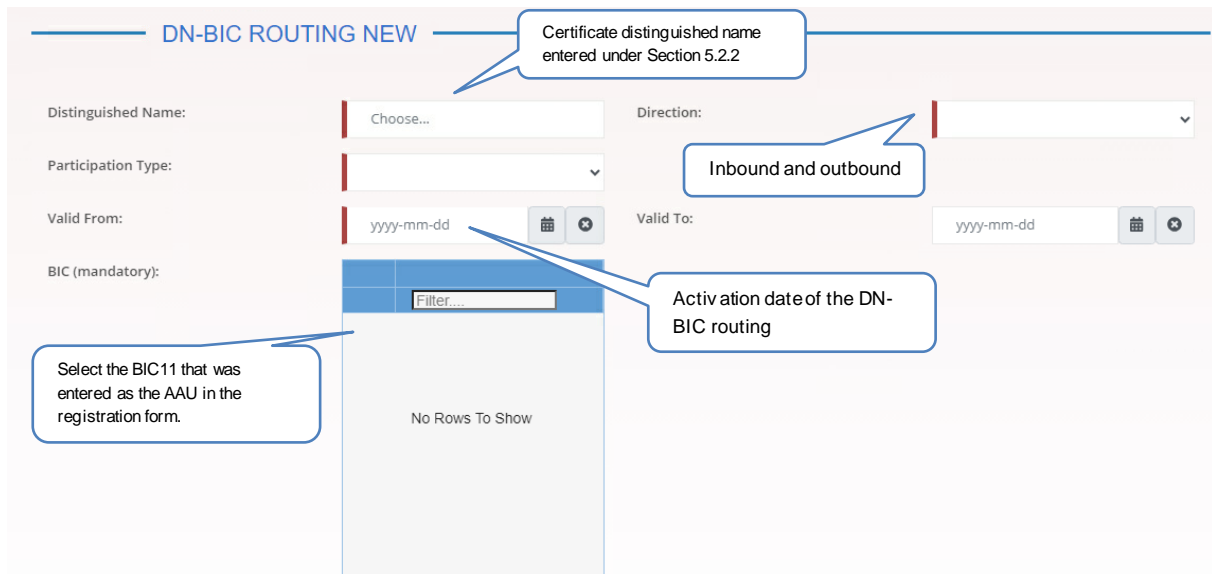
5.3 DN-BIC routing (mandatory)

A DN-BIC routing must be set up to ensure that payment details can be forwarded to and from the A2A application. Please create the DN-BIC routing with the certificate distinguished name that you linked to the A2A user. It is not possible to set up the DN-BIC routing without having previously created the certificate distinguished name and linked it to the A2A user. The “Participation Type” field does **not** have to be filled in for TIPS.

GUI: CRDM

Required screen: Distinguished Name-BIC Routing - New/Edit

Path: Common – Network Configuration – DN-BIC Routing – New



The screenshot shows the 'DN-BIC ROUTING NEW' form with the following fields and callouts:

- Distinguished Name:** A dropdown menu with 'Choose...' selected. Callout: "Certificate distinguished name entered under Section 5.2.2"
- Direction:** A dropdown menu with 'Inbound and outbound' selected. Callout: "Inbound and outbound"
- Participation Type:** A dropdown menu.
- Valid From:** A date field with 'yyyy-mm-dd' and a calendar icon. Callout: "Activation date of the DN-BIC routing"
- Valid To:** A date field with 'yyyy-mm-dd' and a calendar icon.
- BIC (mandatory):** A table with a search filter. Callout: "Select the BIC11 that was entered as the AAU in the registration form."

The table under BIC (mandatory) is currently empty, displaying "No Rows To Show".

5.4 Default routing (~~optional~~mandatory)

Routing configuration is required to receive notifications and reports. For A2A participants, ~~at least~~ one default routing per technical address network service link must be configured.

If a field has no comment box this means that it is only relevant for T2S.

To receive a camt.077 (following subscription, see [Section 5.5 “Message Subscription Rule Set”](#)), the TIPSBILL[...] network services need to be entered.

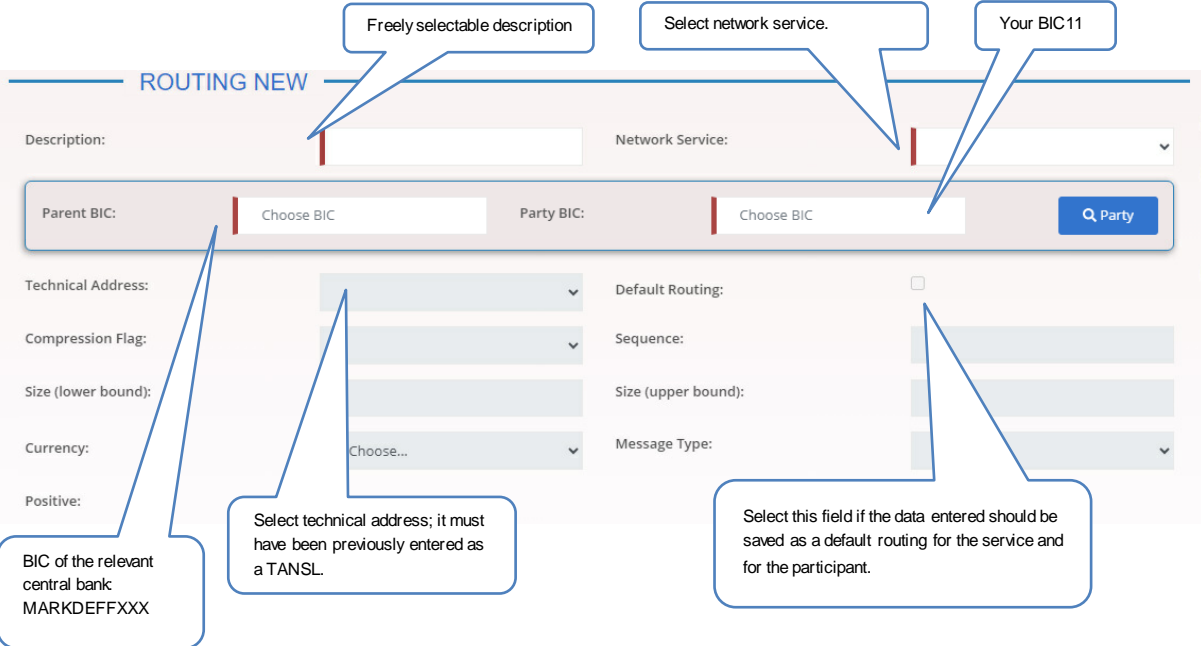
To receive the TIPS Directory (following subscription, see [Section 5.6 “Report configuration”](#)), the TIPSCRDM[...] network services need to be entered.

Please also keep in mind the network services SWIFT/ SIA and SWIFT.Notif/ SIA.Notif.

GUI: CRDM

Required screen: Routing - New/Edit

Path: Common – Network Configuration – Routing – New



The screenshot shows the 'ROUTING NEW' form with the following fields and callouts:

- Description:** A text input field with a callout: "Freely selectable description".
- Network Service:** A dropdown menu with a callout: "Select network service."
- Parent BIC:** A dropdown menu with "Choose BIC" and a callout: "BIC of the relevant central bank MARKDEFFXXX".
- Party BIC:** A dropdown menu with "Choose BIC" and a callout: "Your BIC11".
- Technical Address:** A dropdown menu with a callout: "Select technical address; it must have been previously entered as a TANSL."
- Default Routing:** A checkbox with a callout: "Select this field if the data entered should be saved as a default routing for the service and for the participant."
- Sequence:** A text input field.
- Size (lower bound):** A text input field.
- Size (upper bound):** A text input field.
- Message Type:** A dropdown menu.
- Compression Flag:** A dropdown menu.
- Currency:** A dropdown menu with "Choose...".
- Positive:** A checkbox.

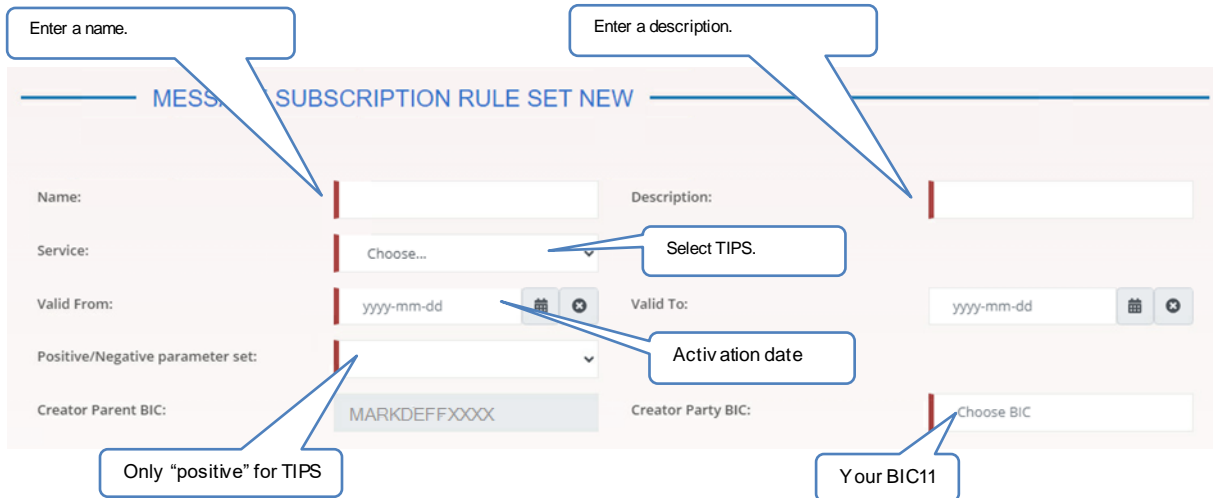
5.5 Message subscription rule set (optional)

To receive messages such as camt.054, a message subscription rule set needs to be set up.

GUI: CRDM

Required screen: Message Subscription Rule Set - New/Edit

Path: Common – Messages and Reports – Message Subscription Rule Set – New



MESSAGE SUBSCRIPTION RULE SET NEW

Enter a name. → Name: [Text Field]

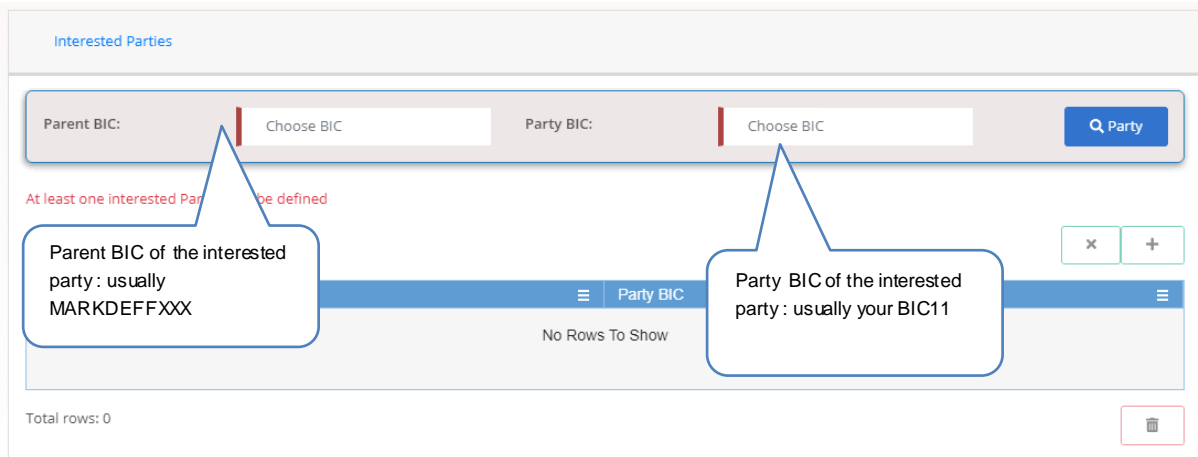
Enter a description. → Description: [Text Field]

Select TIPS. → Service: [Dropdown Menu]

Activation date → Valid From: [Date Picker] Valid To: [Date Picker]

Only "positive" for TIPS → Positive/Negative parameter set: [Dropdown Menu]

Your BIC11 → Creator Parent BIC: [Text Field] Creator Party BIC: [Text Field]



Interested Parties

Parent BIC: [Text Field] Party BIC: [Text Field] [Party]

At least one interested Party must be defined

Parent BIC of the interested party : usually MARKDEFFXXX

Party BIC of the interested party : usually your BIC11

No Rows To Show

Total rows: 0

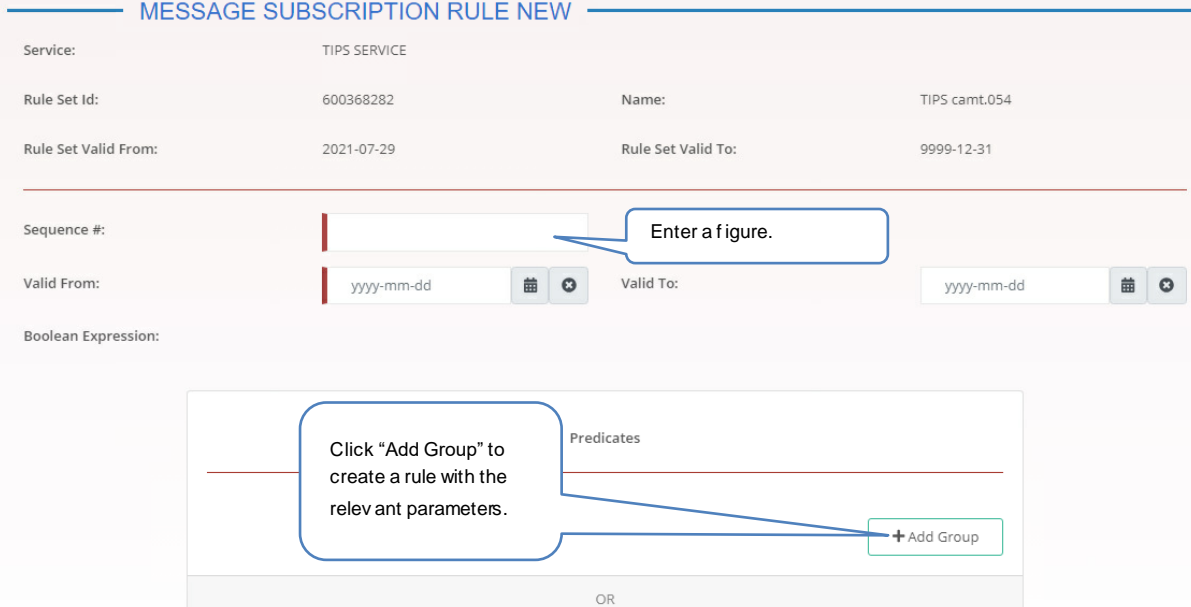
The message subscription rule is then set up.

GUI: CRDM

Required screen: Message Subscription Rule - New/Edit

Path: Common – Messages and Reports – Message Subscription Rule Set - Search/List –

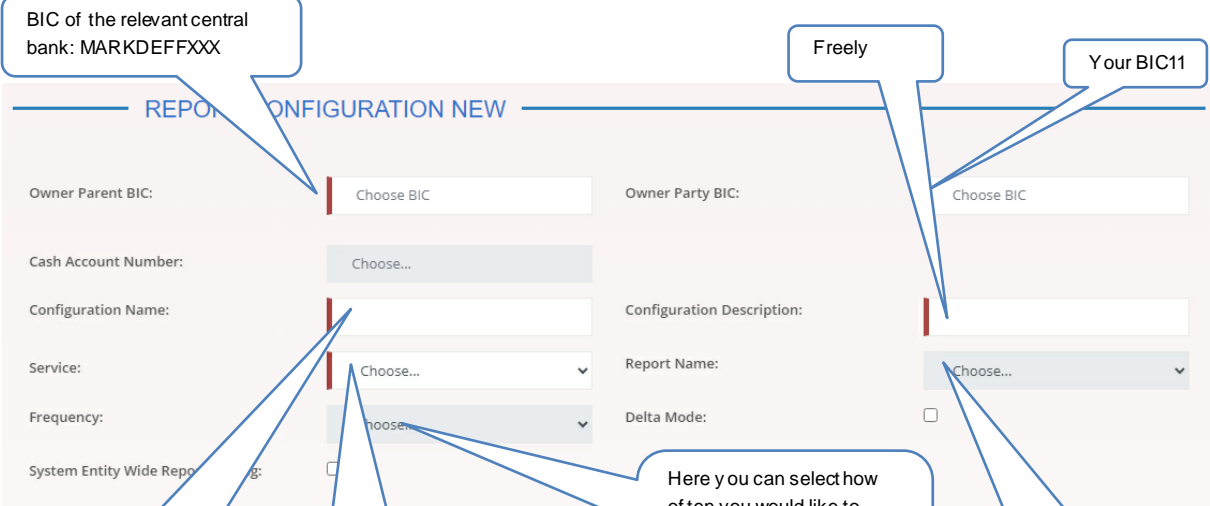
Select a Message Subscription Rule Set – Details – Message Subscription Rule – Add Rule



Desired message	Group	Message type	Cash account (if applicable)
camt.054	Any designation	camt.054	Your TIPS DCA number
camt.077	Any designation	camt.077	Your TIPS DCA number

5.6 Report configuration (optional)

Report configurations mean you can arrange to receive reports such as the statement of account (camt.053) or the TIPS Directory. Please note that to do this, you will always need to set up a default or conditional routing as well.



BIC of the relevant central bank: MARKDEFFXXX

Freely

Your BIC11

REPORT CONFIGURATION NEW

Owner Parent BIC: Choose BIC

Owner Party BIC: Choose BIC

Cash Account Number: Choose...

Configuration Name: [Text Field]

Configuration Description: [Text Field]

Service: Choose... (dropdown)

Report Name: Choose... (dropdown)

Frequency: Choose... (dropdown)

Delta Mode:

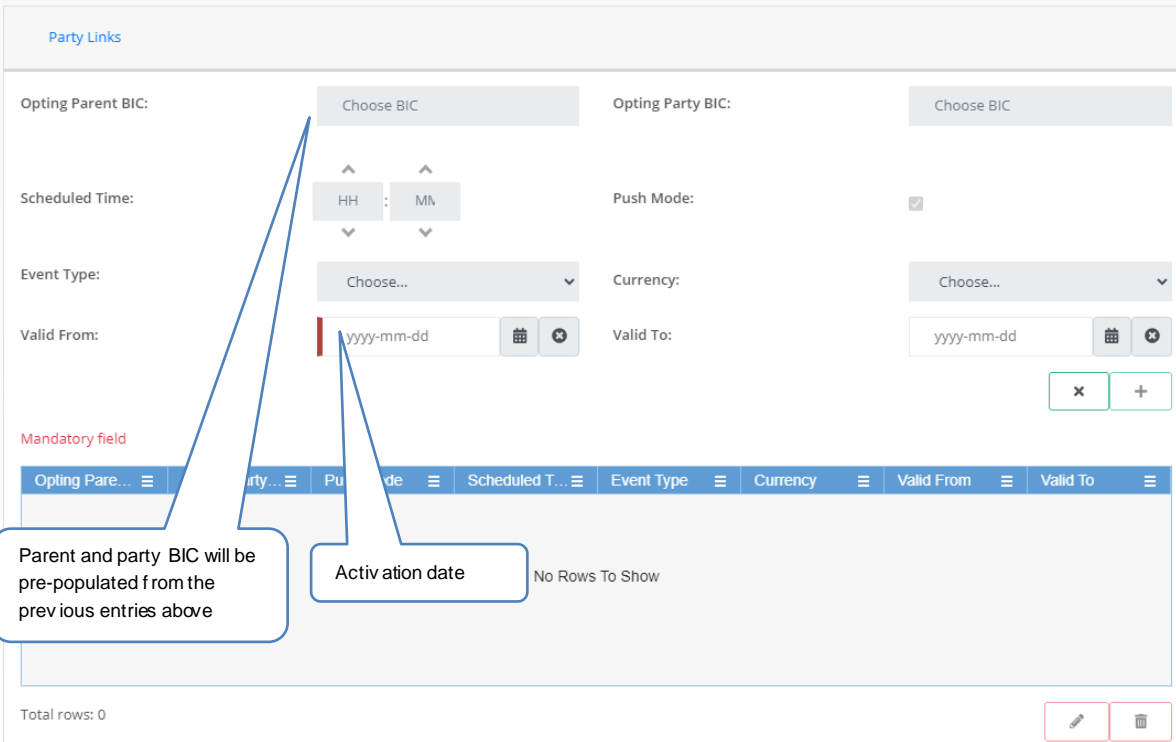
System Entity Wide Reporting:

Here you can select how often you would like to receive the statement of account, for example every 6 hours

Please selected the desired report.

Freely selectable, but must be unique.

Please select TIPS.



Party Links

Opting Parent BIC: Choose BIC

Opting Party BIC: Choose BIC

Scheduled Time: HH : MM

Push Mode:

Event Type: Choose... (dropdown)

Currency: Choose... (dropdown)

Valid From: yyyy-mm-dd

Valid To: yyyy-mm-dd



Mandatory field

Opting Pare...	Party...	Push Mode	Scheduled T...	Event Type	Currency	Valid From	Valid To
No Rows To Show							

Total rows: 0

Parent and party BIC will be pre-populated from the previous entries above

Activation date

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6 Test cases

Testing as part of the certification process for participation in TIPS is made up of the test cases set out in the [TIPS Certification Test Cases](#) and the national test cases from the [Test Guidelines](#). Please complete these test cases in full and email us with the results in a suitable documentation format (e.g. Excel file, pdf file) at targetservices-test@bundesbank.de.



Note: Test case no 11 does not apply to participants that are **not** connected to an ancillary system and do not settle via that system.

6.1 Beneficiary only

If you intend to participate in TIPS as a “beneficiary only” (i.e. you can receive payments but cannot send payments from your TIPS DCA), please inform us of this in writing. When it comes to the production environment, test cases no 3 and no 6 are deemed optional for these “beneficiary only” participants and are therefore **not mandatory**. These participants do need to be able to confirm incoming payments positively or negatively (test case no 5) and to give responses to a recall (test case no 7), though.

Test case no 1 does not apply for participants that do **not** use CMB in production.

Important: If one of the aforementioned cases should apply to your operations in production, please confirm this in writing. You can submit this alongside the remaining completed test cases.

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7 Links

Registration form: [Registration Form | Deutsche Bundesbank](#)

Form 4555: [Form for collection of Static Data - TARGET-Services Contact Items - \(bundesbank.de\)](#)

Instructions for completing the registration form: [Instructions for completing the T2 registration form \(bundesbank.de\)](#)

EPC SCT instant scheme: [Adhering and using the EPC SEPA payment schemes | European Payments Council](#)

Test guidelines: [TARGET Services Test Guidelines \(bundesbank.de\)](#)

Reference documents for TIPS: [Reference documents | Deutsche Bundesbank](#)

Pricing guide: [Prices | Deutsche Bundesbank](#)

Focus session “Embracing instant payments”: [Focus session | European Central Bank](#)

TIPS On-boarding Guide: [Guide for the on-boarding of new customers \(bundesbank.de\)](#)