



Re-Registration MI

Date	Author	Comments	Version
2 nd May 2013	Neil Saveall (HSBC)	Circulated for Sign off from TeX SLA Council	v1.0
17 th June 2013	Peter Payne (HSBC)	Amendments made and circulated for Sign off from TeX SLA Council	v1.1
3 rd July 2013		Signed off by TeX SLA Council	

Key Principles

- Foundations of these requirements have been driven out of the TeX SLA working groups.
- MI Reporting requirements are based on UKFMPG version 1.0a
- TeX members minimum MI reporting requirements are at marketing group Level. (TeX members may choose to report at legal entity level)
- All reporting from TeX to be anonymised data.

SLA Start/Stop the clock will be based on SWIFT transmission

- Sent is the timestamp on an SWIFT acknowledgement or appropriate equivalent when not available or when using an alternative network.
- Received is the delivery timestamp of the SWIFT message or appropriate equivalent when not available or when using an alternative network.

Data aggregation

- Members will need to record line-level activity

(line-level activity is defined as each individual message transmitted or received as applicable by the reporting party)

- But aggregated volumes, across all counterparties, to be reported to TeX

Out of Scope

- All Interactions with manual counter parties.
- MI requirements for assets & wrappers other than defined in UKFMPG 1.0a
- SLA requirements for 'other assets' introduced by UKPFMPG version 2.1 i.e. Crest Securities and Insured Funds.

TeX MI Reporting Requirements

SLA Phase	SLA ID	SLA Obligation	Reporting Party	Reporting requirement (per reporting period)	Notes
Discovery – Information Response	SLA01	Ceding Party	Ceding Party	<ul style="list-style-type: none"> • Total number of responses sent (Including Rejects & Confirmations) • Proportion of total that were Rejects • Proportion of total that were Delays • Proportion of total in respect of General Investment Accounts (GIA) • Proportion of total in respect of Stocks and Share ISAs • Proportion of total sent outside the SLA 	No obligations to correlate with Transfer Instructions
Portfolio Transfer – Portfolio Transfer Confirmation	SLA02	Ceding Party	Ceding Party	<ul style="list-style-type: none"> • Total number of responses sent (Including Rejects & Confirmations) • Proportion of total that were Rejects • Proportion of total that were Delays • Proportion of total in respect of General Investment Accounts (GIA) • Proportion of total in respect of Stocks and Share ISAs • Proportion of total sent outside the SLA 	No obligation to correlate with Discovery Requests

TeX MI Reporting Requirements (cont.)

SLA Phase	SLA ID	SLA Obligation	Reporting Party	Reporting requirement (per reporting period)	Notes
Asset Transfer – Transfer Out Instruction	SLA03	Ceding Party (Nominee to Nominee)	Ceding Party	<ul style="list-style-type: none"> Total number of Instruction messages sent Proportion of Instructions issued outside of SLA 	'Out of Scope' to include: instructions to non-members;
Asset Transfer – Transfer Out Instruction	SLA04	Receiving Party (Customer to Nominee)	Receiving Party	<ul style="list-style-type: none"> Total number of Instruction messages sent 	No obligations to correlate with Discovery Requests
Asset Transfer – Transfer In Confirmation	SLA05	Fund Manager	Fund Manager	<ul style="list-style-type: none"> Total number of response messages sent Proportion of total sent outside the SLA 	Only where Fund Manager and Ceding Party are both TeX members
Asset Transfer – Transfer Out Confirmation	SLA06	Fund Manager	Fund Manager	<ul style="list-style-type: none"> Total number of response messages sent Proportion of total that were REJECT Proportion of total that were DELAY Proportion of total sent outside of SLA 	Only where Fund Manager and Ceding Party are both TeX members

TeX MI Reporting Requirements (cont.)

SLA Phase	SLA ID	SLA Obligation	Reporting Party	Reporting requirement (per reporting period)	Notes
Redemption	SLA07	Ceding Party	[None]	<ul style="list-style-type: none"> No BAU reporting of redemption activity TeX may ask members for MI by exception, to support dispute resolution 	
Payment Advice	SLA08	Ceding Party	[None]	<ul style="list-style-type: none"> No BAU reporting of Payment Advice TeX may ask members for MI by exception, to support dispute resolution 	
Completion – Transfer Status = Complete	SLA09	Ceding Party	Ceding Party	<ul style="list-style-type: none"> Number of Status messages issued outside of SLA 	No obligations to report total volumes.

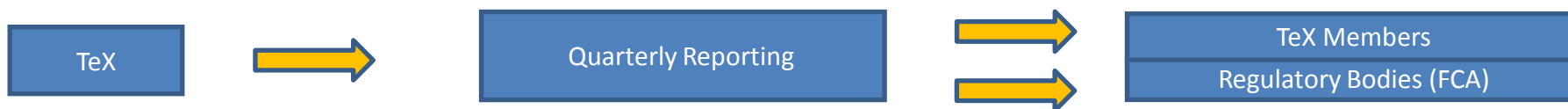
Reporting Period

Reporting will be completed at two defined levels as illustrated below

Monthly Reporting



Quarterly Reporting



Reporting Submission to TeX

- Monthly reporting submission should be defined to ensure standardised format from all TeX members, enabling TeX administration to filter and collate the data effectively.
- All reporting to TeX will need to be completed by the 10th working day of the month following the reporting period. e.g. report for 1st Jan– 31st Jan to be submitted by 10th working day of February
- All reporting to TeX must be submitted no later than the COB on the last working day of the submission period.
- One submission required as agreed with TeX whether this be Legal Entity or Marketing Group.
- Timely reporting to TeX is mandatory for all members, including those with nil activity through each reporting period.

Email Subject format

Subject: *Month Year/TeX Member Name/TeX Number(s)*

Example:-

Subject: April 2013/HSBC/HS627HS1S01,HS627HS1S02,HS627HG1F01

Technical Requirements

Provision of MI data to TeX will be in CSV format.

- All figures to rounded up to two decimal places
- CSV reports will start with a header row
- No spacing between values and/or commas and optional values on rows should still be represented by their preceding comma when no value is specified (as per the example below SLA09)
- CSV rows should be ordered in ascending numeric SLA Id (as per the example below)
- CSV File name *YYYYMMTeXID(s).csv*

E.g 201304HS627HS1S01HS627HS1S02HS627HG1F01.csv

CSV Format

Reporting Month (MM/YYYY),TeX Member Id Number(s) associated to a single marketing group

SLA01,Total Sent,Proportion ISAs,Proportion GIAs,Proportion Rejected,Proportion Delayed,Proportion Outside SLA

SLA02,Total Sent,Proportion ISAs,Proportion GIAs,Proportion Rejected,Proportion Delayed,Proportion Outside SLA

SLA03,Total Sent,Proportion Outside SLA

SLA04,Total Sent

SLA05,Total Sent,Proportion Outside SLA

SLA06, Total Sent,Proportion Rejected,Proportion Delayed,Proportion Outside SLA

SLA09,Total Outside SLA

Different legal entities/marketing groups may only submit a subset of the SLA data depending on which roles they play. A multi role for example may well have all SLAs whereas a pure platform will omit SLA05 and SLA 06 below.

Example extraction of data rows

04/2013,HS627HS1S01,HS627HS1S02,HS627HG1F01,

SLA01,304,72.80,27.20,0.90,0.10,0.07

SLA02,317,73.14,26.86,0.34,0.23,0.09

SLA03,1245,1.43

SLA04,976,0.91

SLA05,52,0.17

SLA06,52,0.02,0.01,0.05

SLA09,