



USER GUIDE FOR COLLECTION OF STATIC DATA

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USER GUIDE FOR COLLECTION OF STATIC DATA

Foreword

To become a participant in the Single Shared Platform (Single Shared Platform) of TARGET2, applicants must

- *Sign a specific contract with its respective Central Bank*
- *Provide SWIFT with the necessary information to fulfil the SWIFT registration requirements (Closed User Groups, TARGET2 specific Services,...): the so-called e-ordering*
- *Provide their respective Central Bank with the necessary information required for the technical set up of their participation to the Single Shared Platform: the so-called static data.*

This document and the forms described in it, deal only with the last aspect – the structured collection of static data for the various participation types. The static data will be collected on the basis of a set of paper-based forms, which can be downloaded from the websites of the Central Banks.

The aim of this “TARGET2 User Guide for collection of Static Data” is to provide the future TARGET2 participants with all the information needed to complete the registration forms. “Participants” refers to direct participants, indirect participants, Home Accounting Module Account holder, Ancillary Systems and CB customers. To this end the Guide includes appropriate explanations for all the forms provided as well as relevant examples for applicants.

The TARGET2 forms and the “TARGET2 User Guide for collection of Static Data” do not address any specific national exceptions (neither national rules nor PHA elements). If need be, further information will be made available by the relevant National Central Banks themselves.

This guide was developed based on the User Detailed Functional Specifications (UDFS) available for the Single Shared Platform. Should they require further information, applicants are invited to contact their National Central Banks or to consult the TARGET2 website of the ECB

USER GUIDE FOR COLLECTION OF STATIC DATA

Table of contents

1. INTRODUCTION.....	6
1.1. OBJECTIVE, SCOPE AND STRUCTURE	6
1.2. SWIFT REGISTRATION VS. COLLECTION OF STATIC DATA FOR SINGLE SHARED PLATFORM	6
1.3. COLLECTION OF STATIC DATA FOR TEST & TRAINING AND PRODUCTION ENVIRONMENT	7
1.4. AVAILABILITY OF TARGET2 FORMS	7
1.5. PROCEDURE	7
1.6. ROLES AND RESPONSIBILITIES IN THE STATIC DATA COLLECTION PROCESS	8
2. OVERALL STRUCTURE OF “TARGET2 FORMS FOR COLLECTION OF STATIC DATA”	9
2.1. TARGET2 PARTICIPATION FRAMEWORK AS BASIS FOR COLLECTION OF STATIC DATA	9
2.1.1. <i>Direct Participation</i>	9
2.1.2. <i>Indirect Participation</i>	10
2.1.3. <i>Multi-addressee access</i>	11
2.1.4. <i>Addressable BICs</i>	12
2.1.5. <i>Home Accounting Module Account Holder and CB Customer</i>	12
2.1.6. <i>Ancillary Systems</i>	13
2.2. COMMON STRUCTURE OF THE TARGET2 FORMS FOR COLLECTION OF STATIC DATA	14
2.2.1. <i>Header of the TARGET2 forms</i>	14
2.2.2. <i>Frame(s) / Sub frame(s) for data input</i>	18
2.2.3. <i>Declaration and Signature</i>	18
2.3. OVERVIEW WHEN TO FILL WHICH TARGET2 FORMS	20
2.3.1. <i>Forms applicable to Direct participation to Payment Module</i>	21
2.3.2. <i>Forms applicable to Indirect participation in Payment Module</i>	22
2.3.3. <i>Forms applicable to Home Accounting Module account holder without Payment Module participation</i>	22
2.3.4. <i>Forms applicable to CB Customers</i>	23
2.3.5. <i>Forms applicable to Ancillary Systems</i>	23
PART A – DESCRIPTION OF TARGET2 FORMS RELATED TO DIRECT AND INDIRECT PARTICIPANTS.....	24
3. DESCRIPTION OF THE TARGET2 FORMS FOR DIRECT PARTICIPANTS.....	24
3.1. MAIN FORM (No. 1000).....	24
3.1.1. <i>Frame Legal Entity</i>	24
3.1.2. <i>Frame Registration Participant</i>	25
3.1.3. <i>Frame Registration for Payment Module</i>	27
3.1.4. <i>Frame Billing Data</i>	29
3.1.5. <i>Frame Distinguished Names</i>	30
3.2. SUB FORMS.....	33
3.2.1. <i>SWIFT NET DN for Information and Control Module Access (Form No. 1012)</i>	33
3.2.2. <i>Addressable BICs and Multi-addressee access – Wildcard rules (Form No. 1013)</i>	33
3.2.3. <i>Sub Account (Form No. 1014)</i>	36
3.2.4. <i>Contact Items (Form No. 1015)</i>	37

3.2.5. Pooling of Liquidity – Group of Accounts Manager (Form No. 1016)	38
3.2.6. Pooling of Liquidity – GoA Member (Form No. 1017)	42
3.2.7. Direct Debits (Form No. 1018)	43
3.3. TARGET2 FORM FOR OPTIONAL MODULES	46
3.3.1. TARGET2 forms for Home Accounting Module (Home Accounting Module).....	46
3.3.2. TARGET2 form for Standing Facilities (Form No. 1200).....	50
3.3.3. TARGET2 form for Reserve Management (Form No. 1300).....	50
4. DESCRIPTION OF TARGET2 FORMS FOR INDIRECT PARTICIPANTS	52
4.1. MAIN FORM (FORM NO. 4000)	53
Frame Related Direct Participant.....	53
Frame Indirect Participant	53
4.2. SUB FORMS.....	55
4.2.1. SWIFT NET DN for Information and Control Module Access (Form No. 4012).....	55
4.2.2. Addressable BIC - Wildcard Rules - (Form No. 4013).....	56
4.2.3. Form for Home Accounting Module (Form No 4100).....	57
4.2.4. TARGET2 form for Standing Facilities (Form No. 4200).....	60
4.2.5. TARGET2 form for Reserve Management (Form No. 4300).....	60
PART B – DESCRIPTION OF TARGET2 FORMS RELATED TO ANCILLARY SYSTEMS	62
5. DESCRIPTION OF THE TARGET2 FORMS FOR ANCILLARY SYSTEMS	62
5.1. DATA FOR ANCILLARY SYSTEM (FORM NO. 2000)	62
5.1.1. Frame General Data	63
5.1.2. Frame Ancillary System Data	63
5.1.3. Frame SWIFT NET DN for receiving files in push mode.....	64
5.1.4. Frame Settlement Procedure.....	64
5.2. SETTLEMENT BANKS FOR ANCILLARY SYSTEM (FORM NO. 2001)	68
5.2.1. Frame General Data	68
5.2.2. Frame List of Settlement Banks.....	69
5.3. ANCILLARY SYSTEM MANDATE(FORM NO. 2002).....	69
5.3.1. Frame Settlement Bank	69
5.3.2. Frame Ancillary System	70
PART C – DESCRIPTION OF TARGET2 FORMS RELATED TO PARTICIPANTS USING HOME ACCOUNTING MODULE ONLY.....	71
6. OVERVIEW	71
7. DESCRIPTION OF TARGET2 FORMS FOR HOME ACCOUNTING MODULE ACCOUNT HOLDERS	72
7.1. MAIN FORM (FORM NO.5000)	72
7.1.1. Frame Legal Entity.....	72
7.1.2. Frame Registration Participant	73
7.2. SUB FORMS.....	75
7.2.1. SWIFT NET DN for Information and Control Module Access (Form No. 5012).....	75
7.2.2. Static data for Home Accounting Module (Form No. 5100).....	75
7.2.3. TARGET2 forms for Standing Facilities (Form No. 5200)	79
7.2.4. TARGET2 form for Reserve Management (Form No. 5300).....	79
8. DESCRIPTION OF THE TARGET2 FORMS FOR CB CUSTOMERS.....	81

Content

8.1. MAIN FORM (FORM No.6000)	81
8.1.1. <i>Frame Legal Entity</i>	81
8.1.2. <i>Frame Registration Participant</i>	82
8.2. SUB FORMS.....	84
8.2.1. <i>Form for Home Accounting Module (Form No. 6100)</i>	84
9. ANNEXES.....	86
9.1. ANNEX 1: INSTITUTIONAL SECTOR CODES	86
9.2. ANNEX 2: FREQUENTLY ASKED QUESTIONS	87
9.3. ANNEX 3: GLOSSARY.....	89

1. Introduction

This section provides general background information on the static data collection process.

1.1. Objective, scope and structure

The objective of the present guide is to describe in an exhaustive way all the fields required in the Single Shared Platform forms and to give guidance to applicant participants when filling them in. In particular it is to help applicants in finding out which forms need to be filled in for the envisaged type of participation.

In terms of scope, the guide encompasses all the forms for the collection of static data designed by the Eurosystem to register all possible forms of participation in the Single Shared Platform and its optional modules.

The content of this document is therefore structured as follows.

PART A Description of TARGET2 forms related to direct and indirect participants -except CB

PART B Description of TARGET2 forms related to Ancillary Systems

PART C Description of TARGET2 forms related to Home Accounting Module account holders and CB Customers

1.2. SWIFT registration vs. Collection of Static Data for Single Shared Platform

Registering for TARGET2 requires that direct participants register separately with SWIFT and the Single Shared Platform.

The SWIFT registration will enable participants to get the appropriate SWIFT services for TARGET2. It will be done electronically via the [SWIFT](#) website, based on an electronic form developed by SWIFT especially for TARGET2 (e-ordering). Central Banks will be involved in the validation of all registration requests.

The collection of Static Data is a prerequisite for participants to get access to the Single Shared Platform. The forms will be made available to the participants by their respective Central Banks. The forms will be filled in electronically, printed and sent to the responsible Central Bank. Central

1. Introduction

Banks will use the forms to input the static data of the respective participant into the Single Shared Platform.

This guide only deals with the collection of Static Data via TARGET2 forms. Further information on the SWIFT registration is available on www.swift.com.

1.3. Collection of Static Data for Test & Training and Production environment

During the migration period, each direct participant will have to register twice: once for the test & training environment and again, later on, for the production environment. The TARGET2 forms for testing should be completed with the same functional profile as the one to be filled in for live operations. Meaning that if a user intends to request a functionality for live operations, this should also be requested for testing and certification. After the go-live date, the same form and associated procedures will apply for registering new participants and/or to modify static data.

1.4. Availability of TARGET2 forms

The standard TARGET2 forms are available as Portable Document Format File (PDF-file) via the website of the National Central Banks. National Central Banks might add to the set of forms or the present guide with any elements they deem appropriate.

1.5. Procedure

The participants need to download the required TARGET2 forms and to enter the requested data electronically (directly into the PDF file). Once filled by the participants, the TARGET2 form must be printed and signed before being forwarded to the responsible National Central Bank. Depending on national rules and/or the version of software used for filling in the forms, the electronic file might also be requested¹.

¹ To save the files please use the full version of Adobe Acrobat Professional. The Adobe Acrobat Reader Version does not allow the completed registration forms to be saved. For more information please contact your IT support.

1.6. Roles and responsibilities in the Static Data collection process

The applicant direct participant² is responsible for:

- completing the mandatory TARGET2 forms (see chapter 2.3)
- completing the optional TARGET2 forms (see chapter 2.3)
- forwarding all the necessary TARGET2 forms to the responsible National Central Bank (following procedures defined in the national rules)

As stated in TARGET2 UDFS Book 1, direct participants can provide indirect access to Payment Module for other institutions. Therefore direct participants are also responsible for forwarding the static data of any entity which should register through them in TARGET2. This concerns all entities for which the direct participant will send or receive payments on its account (see chapter 2.1.2 Indirect participation, page 26, chapter 2.1.4 Multi-addressee access, page 28 and 2.1.5 addressable BICs, page 29).

The applicant indirect participants are responsible for:

- providing the direct participant with any information the direct participant needs to complete the relevant TARGET2 forms.

The applicant Ancillary Systems are responsible for:

- completing the mandatory TARGET2 forms³
- completing the optional TARGET2 forms
- Collecting the completed forms from its settlement banks
- forwarding all the necessary TARGET2 forms to the responsible National Central Bank

The Central Banks are responsible for:

- entering the static data into the system, as indicated in the TARGET2 forms they received.
- provide a direct contact point for all questions related to the TARGET2 registration process.

In addition the applicant participants will be invited to check, via the Information and Control Module, the static data entered by the CBs and to contact the National Service Desk if need be.

² TARGET2 General Terms and Conditions – Article 1 (Draft Version 0.0)

³ In some cases, Ancillary systems may also use some of the forms for direct participants.

2. Overall Structure of “TARGET2 forms for collection of Static Data”

2.1. TARGET2 Participation framework as basis for collection of Static Data

The static data collection process and the TARGET2 forms allow the registration of all the types of participation foreseen in the TARGET2 participation framework.

This section details the TARGET2 participation framework as approved by the Governing Council of the ECB.

2.1.1. Direct Participation

Direct participants have:

- direct access to the Payment Module
- to hold an RTGS account in the Payment Module of the Single Shared Platform
- access to real-time information and control measures via the Information and Control Module

They can provide indirect access to the Payment Module for other institutions and may also offer them additional services. They are responsible for their own liquidity management in the Payment Module and for monitoring the settlement process. Further-more, they are responsible for all payments sent or received on their account by any entity registered through them in TARGET2 (see 2.1.2 Indirect participation, 2.1.3 Multi-addressee access, 2.1.4 Addressable BICs).

According to the current TARGET1 rules (which remain unchanged in TARGET2 and which are together with the national RTGS rules legally binding), the basic access criteria for direct participants are as follows:

- supervised credit institutions - as defined in Article I (I) of Directive 2000/ 12/EC of the European Parliament and of the Council of 20 March 2000 relating to the taking up and pursuit of the business of credit institutions - which are established in the European Economic Area (EEA)

2. Overall Structure

2.1 TARGET2 Participation Framework as basis for registration

- treasury departments of member states' central or regional governments active in money markets
- the public sector - as defined in Article 3 of Council Regulation 3603/93 of 13 December 1993 specifying definitions for the application of the prohibitions referred to in Articles 104 and 104 (b) (1) of the Treaty - of member states authorised to hold accounts for customers
- investment firms - as defined in Article 4 (1) (1) of Directive 2004/39/EC of the European Parliament and of the Council of 21 April 2004 on markets in financial instruments amending Council Directives 85/611/EEC and 93/6/EEC and Directive 2000/12/EC and repealing Council Directive 93/22/EEC with the exclusion of the entities mentioned in Article 2 (1) of Directive 2004/39/EC, provided that the investment firm in question is entitled to carry out the activities referred to under items 2, 3, 6 and 7 of Section A of Annex I to Directive 2004/39/EC
- organisations providing clearing or settlement services and subject to oversight by a competent authority may be eligible
- central banks (CBs) of the European System of Central Banks (ESCB) and the European Central Bank (ECB) (not separately mentioned in the TARGET Guideline)

Credit institutions may also request a "special purpose" accounts in the Payment Module for non-payment related activity (e.g. for the maintenance of reserve requirements) with a Central Bank. Upon the request of the respective credit institution, the respective BIC will not be published in the TARGET2 directory, but in the BIC directory. In general, an institution (i.e. one legal entity) can hold several accounts in the Payment Module, each identified by an 11-digit BIC.

To join TARGET2 as a direct participant please use the relevant forms described in chapter 2.3.1.

2.1.2. Indirect Participation

Only supervised credit institutions established in the EEA and EU central banks participating directly in the system are allowed to intermediate for credit institutions in the EEA to have their payment settled without connecting directly TARGET2. The EU CBs will cease providing services for indirect access after a four-year transition period.

Indirect participants

- are registered in the Payment Module through participants with direct access

2. Overall Structure

2.1 TARGET2 Participation Framework as basis for registration

- are directly linked to one direct participant only (that can be located also in another country)
- are published in the TARGET2 directory
- can be indirectly addressed in the Payment Module
- have no own RTGS account within the Payment Module

Each indirect participant needs a published BIC (8 or 11-digit). It may be a SWIFT-BIC or a non-SWIFT-BIC (i.e. a BIC with a “0” as eighth digit).

The indirect participant sends payments to/receives payments from the system via the direct participant. The booking is done on the RTGS account of the direct participant. The relevant direct participant also manages the liquidity for each of its indirect participants, and has accepted to represent the respective participant. The indirect participants will be recognised by the system and as such benefit from the protection of the Settlement Finality Directive (SFD) (in countries where such protection has been granted to them). In addition, they will have some specific rights, e.g. are entitled to claim under to TARGET compensation scheme in case of malfunctions.

To join TARGET2 as an indirect participant please use the relevant forms described in chapter 2.3.2

2.1.3. Multi-addressee access

Direct participants are able to authorise the branches and credit institutions **belonging to their group** and located in EEA countries to channel payments through the direct participants RTGS account, without its involvement, by sending/receiving payments directly to/from the system.

The payments are settled on the RTGS account of the direct participant. Multi-addressee access is subject to system rules.

To join TARGET2 with multi addressee access a direct participant should fill in the TARGET2 form #1013 “Addressable BIC and Multi-addressee access for TARGET2 Directory – Wildcard rules -” (see chapter 3.2.3) and select “03- multi addressee –credit institution” or “04- multi addressee – branch of direct participant” in the field *Participant type*.

2. Overall Structure

2.1 TARGET2 Participation Framework as basis for registration

2.1.4. Addressable BICs

Any correspondent (or branch of a correspondent) of a direct participant that holds a BIC is eligible to be listed in the TARGET2 directory irrespective of its place of establishment. This applies also to branches of indirect participants that hold a BIC. It is the responsibility of the direct participant to forward the relevant information to the respective Central Bank for inclusion in the TARGET2 directory. These BICs can only send and receive payment orders to/from the system via the direct participant. Their payments are settled in the RTGS account of the respective direct participant.

Technically there is no difference between indirect participants and addressable BICs. However, in legal terms, the addressable BICs will not be recognised by the system and therefore not benefit from the protection of the Settlement Finality Directive (SFD) (in countries where such protection has been granted to indirect participants). Furthermore, they are not entitled to claim under the compensation scheme.

To register an addressable BIC:

- The direct participant should fill in the TARGET2 form #1013 “Addressable BIC and Multi-addressee access for TARGET2 Directory – Wildcard rules -” (see chapter 3.2.3) and select “05- addressable BIC – Correspondent” or “06- addressable BIC – Branch of direct participant” in the field *Participant type*.
- The indirect participant should fill in the TARGET2 form #4013 “Addressable BIC - Wildcard rules for TARGET2 Directory” (see chapter 4.2.1) and select “07- addressable BIC –Branch of indirect participant” in the field *Participant type*.

2.1.5. Home Accounting Module Account Holder and CB Customer

Home Accounting Module accounts can be opened by:

- Direct participants (with an RTGS account)
- Indirect participants
- Credit institutions and other entities not participating in the Payment Module (neither directly nor indirectly)

2. Overall Structure

2.1 TARGET2 Participation Framework as basis for registration

In this document the term Home Accounting Module Account holder is used for the latter (meaning Home Accounting Module account holder not participating in Payment Module). To join TARGET2 as a Home Accounting Module account holder please use the TARGET2 form described in chapter 2.3.3.

CB customer's accounts can be opened by institutions (not allowed to open accounts in the Payment Module according to TARGET Guideline) which are customers or correspondents of a Central Bank participating in TARGET2. To join TARGET2 as a CB Customer please use the TARGET2 forms described in chapter 2.3.4.

2.1.6. Ancillary Systems

Ancillary systems are:

- retail payment systems (RS)
- large value payment systems (LVPS)
- foreign exchange (FX) systems
- money market systems
- clearing houses
- integrated securities settlement system (SSS)
- interfaced securities settlement system (SSS)

A special interface (Ancillary System Interface) which is also SWIFT-based and integrated in the Payment Module is offered to perform the cash clearing of Ancillary Systems related business. Ancillary Systems do not necessarily need an own RTGS account depending on the nature of their services.

Ancillary Systems have to register their participation with the relevant TARGET2 forms described in chapter 2.3.5. If they need to open an account in the Payment Module (e.g. RTGS account, AS technical account, AS guarantee account) besides the one used for their Ancillary System business, they should refer to the TARGET2 forms for **direct participants**. AS mirror accounts have to be opened by the relevant Central Bank on behalf of the related Ancillary System.

2. Overall Structure

2.2 Common Structure of the registration forms

2.2. Common Structure of the TARGET2 forms for collection of Static Data

To allow for maximum user friendliness, two types of forms have been developed for the registration process:

Main Forms: contain data, which will typically change rarely and/or are relevant for the majority of participants.

Sub Forms: contain data, which could typically change more frequently or which are related to optional features/modules only used by some Central Banks and (consequently) participants.

Each form (be it main form or sub form) consists of a set of frames. Some frames are broken down into sub frames.

Each TARGET2 form is composed of the Header, one or several Frames and possibly Sub frames.

2.2.1. Header of the TARGET2 forms

The Header of each TARGET2 form contains general information on the request. It should help to

- identify the sender of the form (BIC / Test BIC)
- define the purpose of the form and therefore the action which should be conducted (New, Modify, Delete)
- indicate from which date on, the provided information should be valid (Activation date)

Furthermore it is necessary to:

- identify the Central Bank which is responsible for entering the static data in the system
- identify the environment the static data is related to (Test & Training or Production)
- display the date when the TARGET2 form was filled in
- ensure a version control for the user by completing the reference and related reference field (optional)

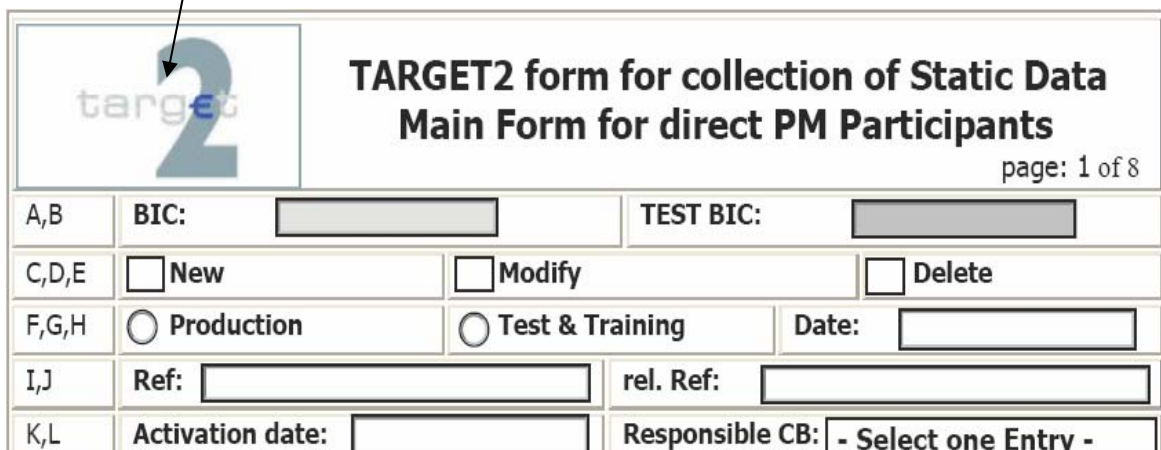
2. Overall Structure

2.2 Common Structure of the registration forms

The participant should provide all the required information in the header on the first page. The header on the following pages of the form is automatically filled with the information already provided on the first page.

Header of the first page:

Place to insert Central Bank's logo



TARGET2 form for collection of Static Data
Main Form for direct PM Participants
page: 1 of 8

A,B	BIC:		TEST BIC:	
C,D,E	<input type="checkbox"/> New	<input type="checkbox"/> Modify	<input type="checkbox"/> Delete	
F,G,H	<input type="radio"/> Production	<input type="radio"/> Test & Training	Date:	
I,J	Ref:		rel. Ref:	
K,L	Activation date:		Responsible CB:	- Select one Entry -

Field number	Field	Presence ⁴	Description	Validation / Remarks
A	BIC	M	Entry text field for the BIC-11 of the participant A participant is identified in the Single Shared Platform by only one published live SWIFT BIC. For the direct participants this may not be a non live BIC.	The data which is entered here will appear automatically in the header of the following page(s).
B	Test BIC	C	Entry text field for the Test BIC-11 of the participant. This field is mandatory if field G "Test & Training"	The data which is entered here will appear automatically in the header of the following page(s).

⁴ M=Mandatory, O=Optional, C=Conditional

2. Overall Structure

2.2 Common Structure of the registration forms

Field number	Field	Presence ⁴	Description	Validation / Remarks
			environment is selected.	
C	New	O	If a participant is to be registered for the first time this checkbox must be activated	One out of the three checkboxes (and only one) must be activated. (It is mandatory to select one option) The data which is entered here will appear automatically in the header of the following page(s)
D	Modify	O	If data concerning the related form is already held in TARGET2 and should be modified, this checkbox must be activated and the field ' <i>related reference</i> ' must be completed with the reference number of the original registration.	
E	Delete	O	If data concerning the related form is already held in TARGET2 and should be deleted, this checkbox must be activated and the field ' <i>related reference</i> ' must be completed with the reference number of the original registration.	
F	Production	O	If data concerning the related TARGET2 form is foreseen for the production environment, this option field must be activated.	It is only possible to select one option (Production or Test & Training)
G	Test & Training	O	If data concerning the related TARGET2 form is foreseen for the test & training environment, this option field must be activated.	
H	Date	M	Entry text field for the date of application.	The application date must be entered with the format yyyy-mm-dd .
I	Reference (Ref.)	O	Entry text field for entering a customized reference to enable version control for the user and the CB operator. For each TARGET2 form a new reference could be entered.	Up to 25 characters are possible

2. Overall Structure

2.2 Common Structure of the registration forms

Field number	Field	Presence ⁴	Description	Validation / Remarks
J	Related Reference (rel. Ref)	O	To be used if the user wishes to either modify or delete details previously given in another form. The user should enter the customized reference from the TARGET2 forms the user has previously forwarded to its CB containing the data which the user wishes to have changed/deleted .	Up to 25 characters are possible
K	Activation date	M	Entry text field for the activation date of the data which is mentioned in the TARGET2 form	The activation date must be entered with the format yyyy-mm-dd The data which is entered here will appear automatically in the header of the following page(s)
L	Responsible Central Bank	M	Combo box containing the Country Codes of the TARGET2 Central Banks. The user should enter their contact NCB.	List of all Country Codes of the Central Banks.

Header as recalled on the following page(s):

	TARGET2 form for collection of Static Data Main Form for direct PM participants			page: 2 of 8
<input type="checkbox"/> New		<input type="checkbox"/> Modify		<input type="checkbox"/> Delete
BIC: <input type="text"/>	TEST BIC: <input type="text"/>		Activation date <input type="text"/>	

2. Overall Structure

2.2 Common Structure of the registration forms

2.2.2. Frame(s) / Sub frame(s) for data input

The following picture provides an overview of how each TARGET2 form is structured.

The diagram illustrates the structure of a TARGET2 form. It shows a main frame labeled "2. REGISTRATION PARTICIPANT" which contains a sub-frame labeled "2.1 Address data". The sub-frame contains two input fields: "Name of Participant" (field number 21) and "Street" (field number 22). A label "fields for Data input" points to the input area of the "Name of Participant" field. A large blue rectangular area on the right is labeled "Field for use by Central Bank". Arrows indicate the relationships between the labels and the form elements.

2.2.3. Declaration and Signature

Each form needs to be filled in electronically, printed and then signed by responsible staff member (meaning the person signing has the full capacity and authority to sign the TARGET2 form) before forwarding the paper-based set of TARGET2 forms to the Central Bank responsible. Hand-filled forms will not be accepted.

If providing data for the test and training environment, participants can send the electronic version⁵ in advance to allow a smooth registration process. However, the sending of the printed (and signed) version is mandatory in any case.

⁵ To save the files please use the complete version of Adobe Acrobat. The Adobe Acrobat Reader Version does not allow saving the filled registration form. For more information please contact your IT support.

2. Overall Structure

2.2 Common Structure of the registration forms

Declaration and Signature:

The Undersigned declare(s) to have the full capacity and authority to execute the TARGET2 form for and on behalf of the Participant requesting activation of the registration.

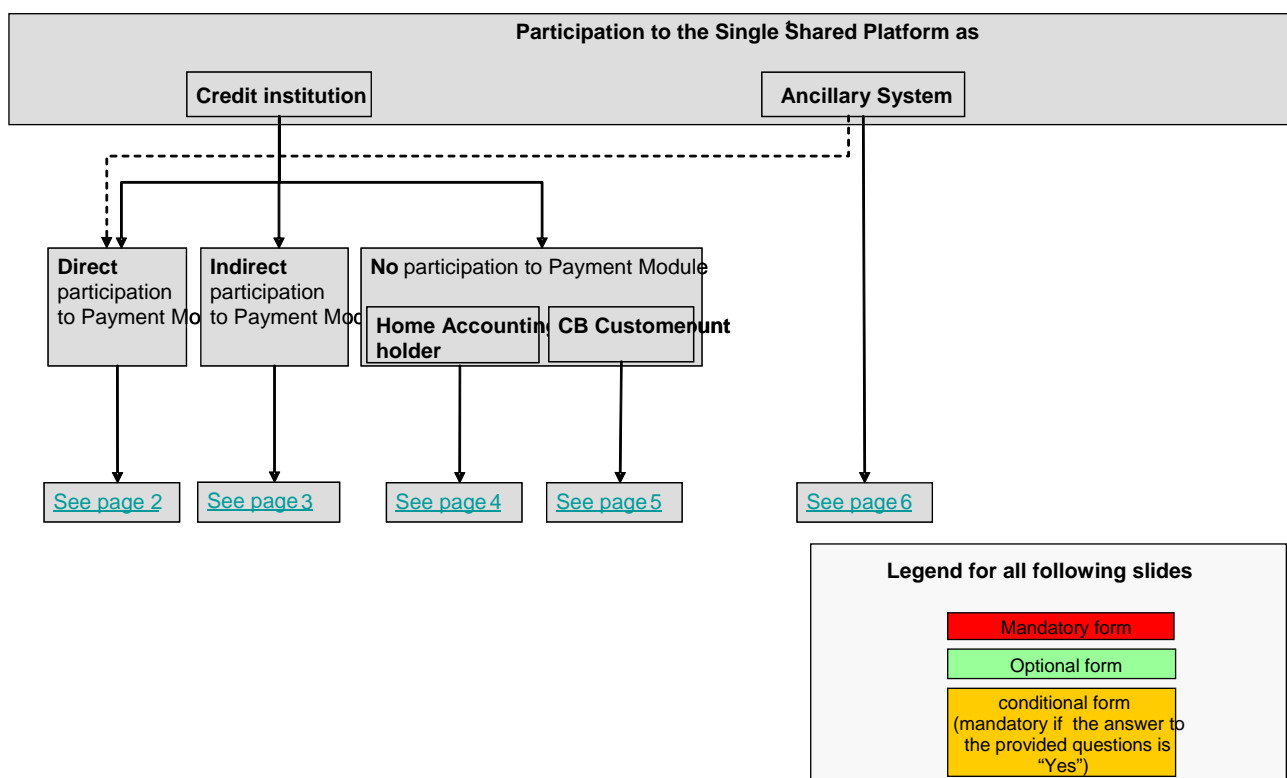
Date,	Name(s)	Signature(s)
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2. Overall Structure

2.3 Overview when to fill which forms

2.3. Overview when to fill which TARGET2 forms

The following pictures provide an overview of how the Main forms and the sub forms are articulated depending on the type of participation. Furthermore it is clarified which sub form needs to be filled in depending on the optional features and modules.

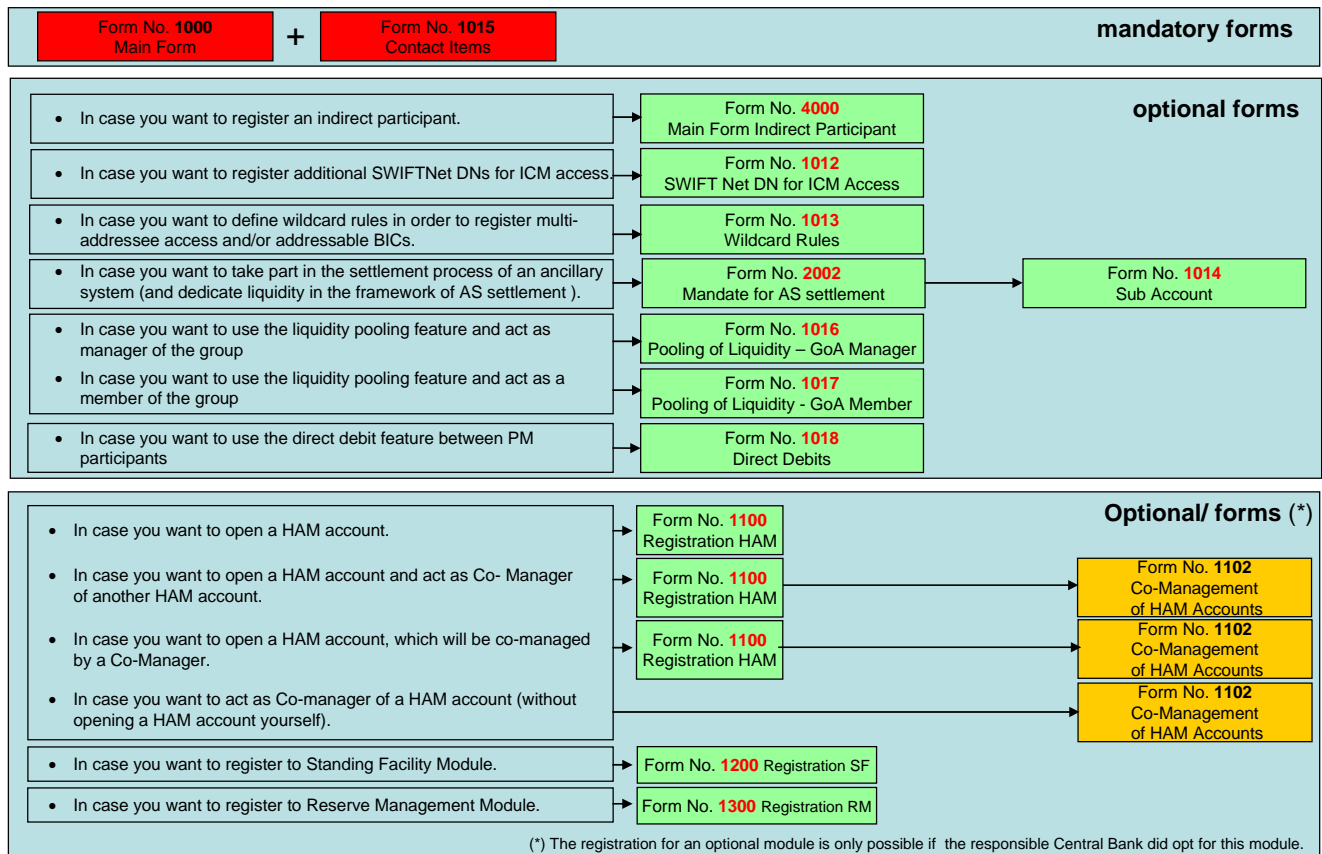


¹ Participation in TARGET2 according UDFS Book 1 chapter 2.1

2. Overall Structure

2.3 Overview when to fill which forms

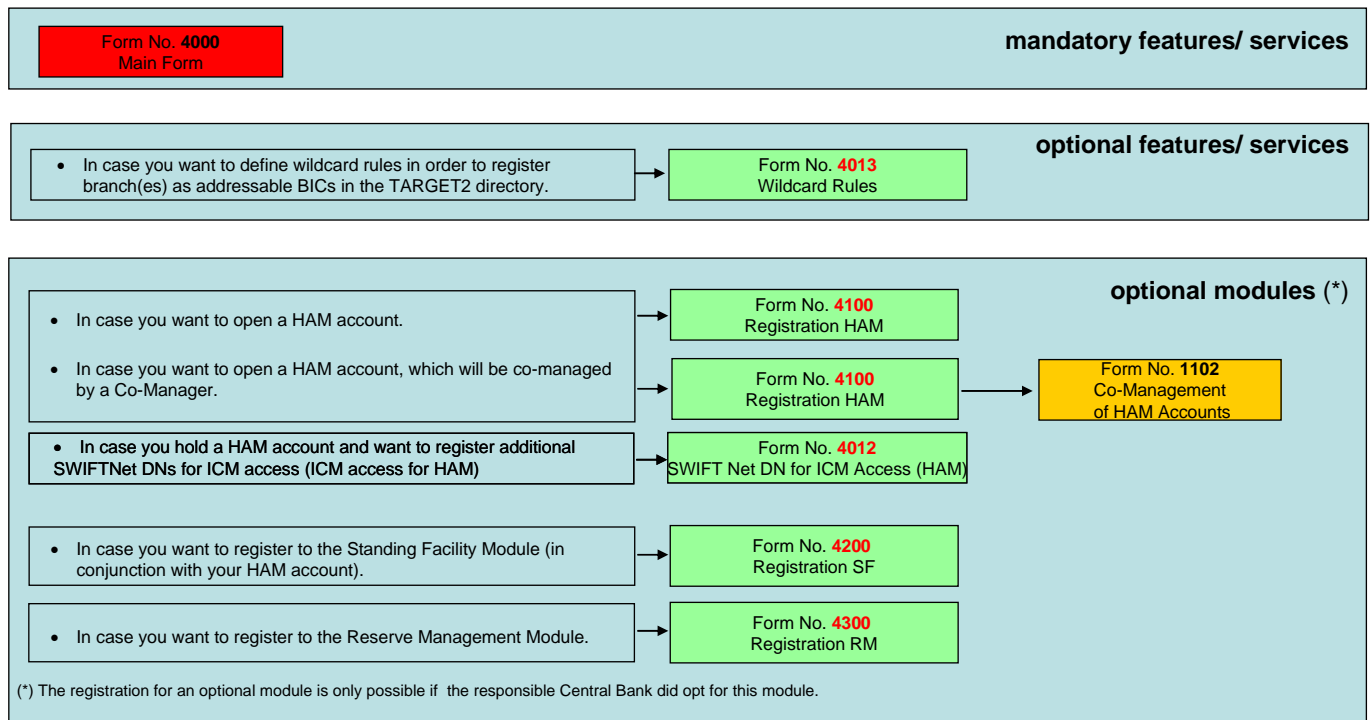
2.3.1. Forms applicable to Direct participation to Payment Module



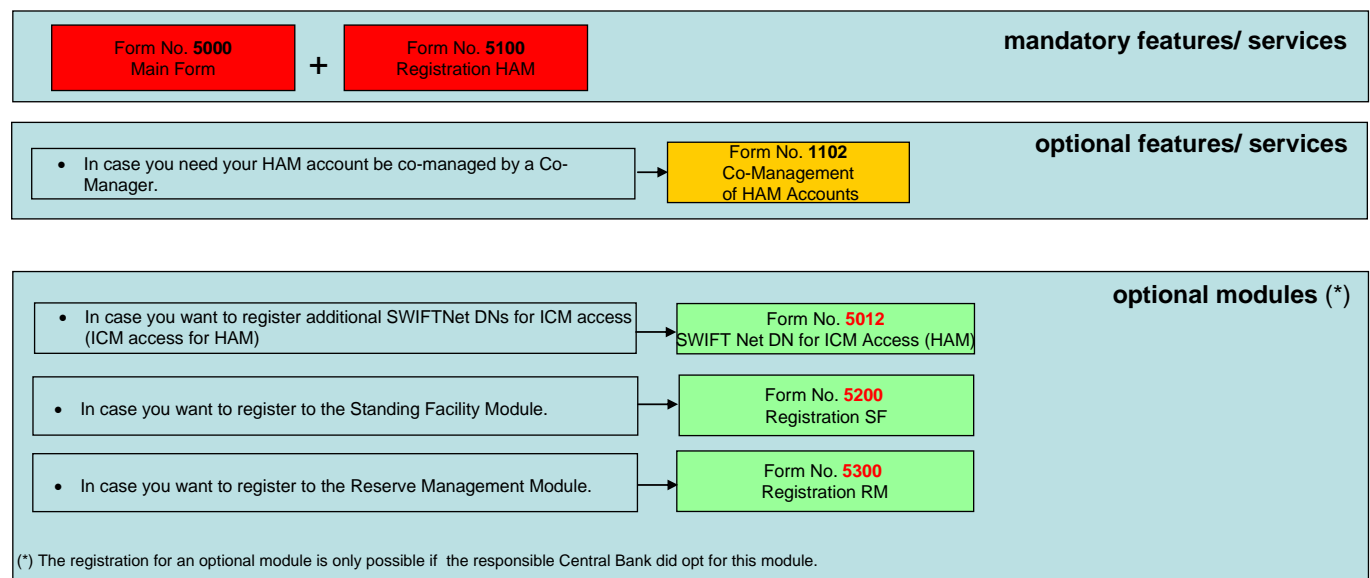
2. Overall Structure

2.3 Overview when to fill which forms

2.3.2. Forms applicable to Indirect participation in Payment Module



2.3.3. Forms applicable to Home Accounting Module account holder without Payment Module participation



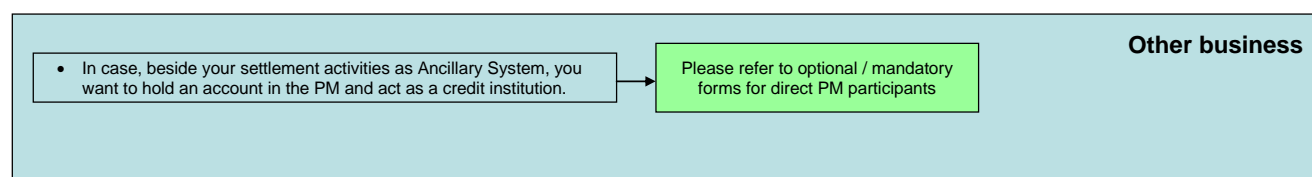
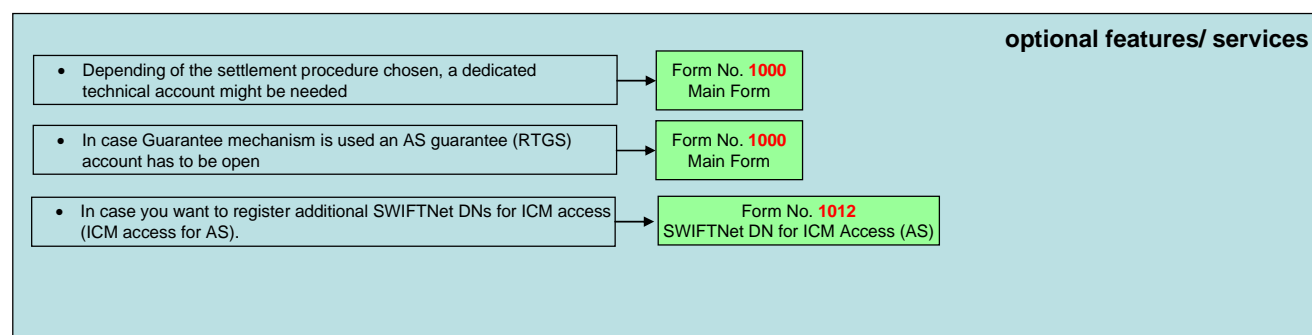
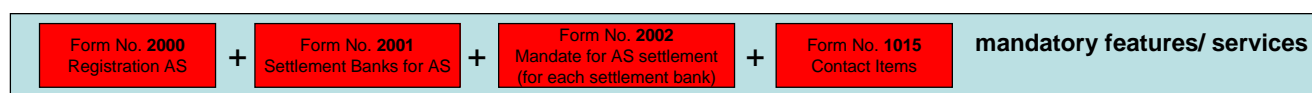
2. Overall Structure

2.3 Overview when to fill which forms

2.3.4. Forms applicable to CB Customers



2.3.5. Forms applicable to Ancillary Systems



PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1. Main Form (No. 1000)

3.1.1. Frame Legal Entity

The input of a new direct participant into the Single Shared Platform always requires the definition of a **legal entity** in the static data (compulsory prerequisite).

A credit institution acting as a legal entity may require one or several accounts in the Payment Module and/or in the Home Accounting Module. During the static data collection process, such a credit institution will need to fill one request per account, all of them as the same legal entity. From the Single Shared Platform viewpoint, the field “legal entity” helps to make the link between all accounts defined for the same credit institution.

The legal entity is managed by the Central Bank selected, by the participant, in the header of the form. All participants belonging to a legal entity (at least one participant) are therefore managed by the same Central Bank.

Filling this frame is **mandatory** when registering a new account, regardless of whether the legal entity had already been used for registering an account.

	Field	Presence ⁶	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be in the BIC Directory
12	Legal Entity Name (1 st line)	M	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
12	Legal Entity Name	O	Entry text field for the name of the legal entity

⁶ M=Mandatory, O=Optional, C=Conditional

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

	Field	Presence ⁶	Description
	(2 nd line)		Only 35 characters are possible (35x)
12	Legal Entity Name (3 rd line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Only 35 characters are possible (35x)

Note: For an Ancillary System (and entities that would like to be registered simultaneously as an Ancillary System and a direct Payment Module participant) this frame should be filled for traceability and transparency only, because each time an Ancillary System is created (see chapter 5.1 Ancillary Systems) a legal entity is created automatically.

3.1.2. Frame Registration Participant

This frame of the Main Form provides general information on the Single Shared Platform Participant to be registered or updated. It consists of two sub frames:

- Sub frame Address data
- Sub frame: Administrative data

Both sub frames are mandatory (also applicable for Ancillary System).

Sub frame Address data

Within this sub frame, the applicant indicates the full name and address of the participant.

	Field	Presence	Description
21	Name of Participant (1 st line)	M	Entry text field for the name of the participant Only 35 characters are possible (35x)
21	Name of Participant (2 nd line)	O	Entry text field for the name of the participant Only 35 characters are possible (35x)
21	Name of Participant (3 rd line)	O	Entry text field for the name of the participant Only 35 characters are possible (35x)
22	Street	O	Entry text field for the street of the participant
23	City	O	Entry text field for the city of the participant
23b	Country	O	Entry text field for the country of the participant

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

Sub frame Administrative data

Within this sub frame the applicant indicates which kind of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
24	Account Holder BIC	M	Entry text field for the Account Holder BIC of the participant The Account Holder BIC and the Participant BIC entered in the header of the TARGET2 form are the same for a direct participant
24b	BIC Addressee	M	The Addressee BIC-11 of the participant must be entered in this field. It defines the BIC through which the direct participant sends and receives payment messages. <u>This field is mandatory for the type of participation “direct”</u>
25	Participant Type	M	Combo box for entry of the participant type with the values - Credit institution - Ancillary System
25b	Type of Participation	M	Combo box for entry of the type of participation with the values - Direct - Technical (for Ancillary System)
26	Main BIC	C	To be filled if the type of participation (25b) is ‘Direct’. Control field which identifies if the mentioned Participant BIC should be the Main BIC. If the field is activated the main BIC flag is activated. The Main BIC flag indicates that the BIC of the direct participant can be used from other participants to address payments in case only the national sorting code or participant’s name is known. <ul style="list-style-type: none"> Participant BIC should not be the Main BIC – control field should not be checked Participant BIC should be the Main BIC – control field should be checked
26b	BIC published	C	To be filled if the type of participation (25b) is ‘Direct’. Control field which identifies if the mentioned Participant BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none"> Participant BIC should not be published – control field should not be checked Participant BIC should be the published – control field should be checked
27	Institutional Sector Code	M	Entry text field for the Institutional (NACE) Sector Code. This field should be filled by the applicant participant. Please see table for Institutional Sector code provided in Annex 1

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

3.1.3. Frame Registration for Payment Module

This frame of the Main Form provides the necessary information to create a RTGS account or an AS technical/guarantee account in the Payment Module. It consists of two sub frames:

- Sub frame Payment Module Account
- Sub frame Liquidity Management

Sub frame Payment Module Account

Within this sub frame, the applicant indicates general information on the Payment Module account.

	Field	Presence	Description
31	Account Type	M	Combo box for entry of the account type. If participant type is 'credit institution' (CI) then account type can be: <ul style="list-style-type: none">- RTGS- AS Guarantee Account If participant type is 'technical' then account type can be: <ul style="list-style-type: none">- AS technical Account (for Ancillary Systems) The combo box in the TARGET2 form contains the values for participant type CI and technical. The user must select the value according to the selected type of participation (25B).
32	Advice for Settlement on RTGS Account (MT 900/ 910)	M	Control field to indicate option for MT900/ MT910 when RTGS account is debited/ credited.
33	Balance Report	O	Control field to indicate option for balance report. If balance report is chosen, use Combo box to indicate option for balance report on the RTGS account with on of the following values: <ul style="list-style-type: none">- MT 940- MT 950
34	Account Number	-	The responsible central bank will enter the account number of the RTGS account in this field. The first 2 characters of the account number are always the country code of the responsible central bank.
35	Credit based only	-	The responsible central bank will use this control field to indicate if the account can have a debit balance (including credit lines) or not. <i>No</i> – means account can have a debit balance (control field is not checked) <i>Yes</i> – means account is only credit based (control field is checked)

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

Sub frame Liquidity Management

- During the day:

During the business day, liquidity can be transferred either from a Home Accounting Module account or a proprietary home account to the RTGS account and vice versa. The direct participant can use different methods to transfer liquidity (see UDFS Book 1, chapter 2.3.1 and 2.3.2). To allow the user to benefit from the Information and Control Module functionality of a manual liquidity transfer from the RTGS account to an account in the Home Accounting Module (and vice versa) or a PHA (if the respective Central Bank supports this interface) the information about the respective account should be entered. If the participant does not hold an account in Home Accounting Module or PHA, this sub frame should not be filled.

- End of day:

Each Central Bank decides whether liquidity is kept overnight in the Payment Module (i.e. on RTGS accounts), or has to be transferred at the end of the day to the Home Accounting Module or onto a Proprietary Home Account (see UDFS Book 1, chapter 2.3.3). In the event that the Central Bank has decided that the liquidity should remain on the Payment Module, this sub frame does not need to be filled in. Otherwise, this frame becomes mandatory and details of the account on the Home Accounting Module or PHA (held at the same Central Bank), where the remaining balance of each RTGS account should be transferred at the end of the business day, must be specified⁷. Remote access participants without a Home Accounting Module account or a proprietary home account who are not allowed to keep their liquidity on their own RTGS account have to specify the RTGS account of another participant at **the same hosting Central Bank** as the destination for the retransfer of liquidity at the end of the business day.

If the RTGS account should be **deleted**, information about the receiver BIC and account for liquidity removal at the end of the day is required.

	Field	Presence	Description
37	Receiver BIC for Liquidity Removal during the day	O	Entry text field to enter the Receiver BIC for Liquidity Removal during the day. <ul style="list-style-type: none">• In case of “Home Accounting Module”, BIC of Home Accounting Module account.• In case of “PHA”, BIC of CB hosting the PHA.

⁷ Please contact the Central Bank at the National Help desk to have the relevant information on the Central Bank option

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

	Field	Presence	Description
38	Account for Liquidity Removal (field 58) during the day – PHA only	O	To be used only in case of “PHA”. Entry text field with maximum 34 characters to enter the Account for Liquidity Removal during the day.
37b	Receiver BIC for Liquidity Removal end of day	C	This field is conditional depending on each Central Banks’ decision regarding reserve holding. If the Central Bank has decided that the liquidity should remain on the Payment Module, this sub frame does not need to be filled in. Otherwise, this frame becomes mandatory. Entry text field to enter the Receiver BIC for Liquidity Removal end of day. <ul style="list-style-type: none">• In case of “Home Accounting Module”, BIC of Home Accounting Module account.• In case of “PHA”, BIC of CB hosting the PHA.• In case of “RTGS”, BIC of another direct participant (must be the same responsible Central Bank) This field is also mandatory in case the RTGS account should be deleted.
38b	Account for Liquidity Removal (field 58) – PHA only	C	To be used only in case of “PHA”. This field is conditional depending on each Central Banks’ decision regarding reserve holding Entry text field with maximum 34 characters to enter the Account for Liquidity Removal at the end of day. This field is also mandatory in case the RTGS account should be deleted.

3.1.4. Frame Billing Data

This frame of the main form allows the direct participant to provide information on the option chosen regarding the billing service. As the TARGET2 billing framework will enter into force only at the end of the migration period, it is also not mandatory to specify the billing option from the start of TARGET2 for the first and second migration waves.

	Field	Presence	Description
39	Billing option	M	Radio button for the choice of the Billing option: <ul style="list-style-type: none">• Option A• Option B• Not specified

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

	Field	Presence	Description
40	Billing Address	C	Entry text field with maximum 35 characters to enter the Address where the invoice is to be sent to. Up to 7 lines can be entered.

3.1.5. Frame Distinguished Names

This frame of the Main Form provides information about the distinguished names (DNs) which are needed to receive the TARGET2 directory and to get access to the Information and Control Module. The Single Shared Platform will use SWIFTNet services where users are identified by their distinguished name (DN).

The Distinguished Name (DN) is the standard naming mechanism designed by SWIFT to support the secure exchange of information (DN is a X.500 Standard-compliant naming convention). The DN is segmented with a hierarchical structure – the so called DN tree, and is thus capable of identifying both high-level and more granular entities. The two standard levels for SWIFTNet DN's are:

- the **root** level (1st level): o=swift
It is always mandatory and represents the identification domain managed by the SWIFT registration authority for the SWIFTNet user community.
- the **organisation** level (2nd level): o=<BIC8>, e.g. o=aaaabbcc, which is assigned by SWIFT.

It contains the primary BIC 8 for the owning institution and is always mandatory.

The subsequent sub-levels (level 3 to 10) of SWIFTNet DN's are:

- the **organisational unit** level such as:
 - ou=frankfurt, reflecting a geographical location, region, institution division, branch, department, or line of division
 - ou=fin, reflecting a service or a back-office
- the **user/application level**: such as
 - cn=fincbt1, reflecting a FIN CBT⁸ or an application, or
 - cn=johann-wolfgang, reflecting a person.

⁸ Software product to process and exchange FIN messages using the FIN application over the SWIFT network. SWIFTAlliance Access and Entry are SWIFT offered FIN CBT products.

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

These values are strings of between **2 and 20 characters** (lowercase alphanumeric) with the **hyphen** (“-”) as **the only special character**.

The **total length** of a DN is **100 characters**. The total number of levels of a DN (o=, ou=, cn=) can be **up to 10** or, in other words, the subsequent levels (ou=, cn=) can be repeated 8 times. However SWIFT recommends not to have more than 4 levels in total.

The activities related to user management and certificates including the structure of DNs have to be executed by “Security Officers” (see Information and Control Module User Handbook I, chapter 3 User administration). Two Security Officers are defined vis-à-vis SWIFT when the Single Shared Platform participant registers at SWIFT for access to the Secure IP Network (SIPN) The DN structure can be defined in the structure of the participant’s organisation and must be reported to SWIFT.

Applicants filling this frame should note that DNs have to comply with a specific SWIFT NET format.

Further information about DNs is available on the SWIFT website (www.swift.com).

This frame consists of two sub frames:

- Sub frame SWIFTNet DN for receiving TARGET2 Directory
- Sub frame SWIFTNet DN for Information and Control Module access

Sub frame SWIFT NET DN for Receiving TARGET2 Directory

The Single Shared Platform provides the TARGET2 directory and its weekly updates via FileAct. These are ASCII files containing fields with fixed lengths and no separator. Direct participants can receive these files in two ways: push mode and pull mode (for detailed information see: Version 2.1 UDFS Book 1, chapter 9.3.3 Distribution of TARGET2 directory). The sub frame “SWIFT NET DN for receiving TARGET2 Directory” is needed if the participant wants to receive the weekly updates of the TARGET2 directory sent in push mode.

	Field	Presence	Description
41	SWIFT Net Service for receiving TARGET2 directory	C	Entry text field for SWIFT Net Service at which the participant is registered for receiving the TARGET2 directory in push mode. Because the TARGET2 directory will be transferred using the papss service the standard entry should be: <ul style="list-style-type: none">• trgt.sfpapss (for production)

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

	Field	Presence	Description
			<ul style="list-style-type: none"> trgt.sfpapss!p (for test environment) <p>This text field is only needed if the participant wants to receive the weekly updates of the TARGET2 directory in push mode</p>
41b	Packed Delivery File	M	Control field to indicate option for packed or unpacked delivery of Single Shared Platform SWIFT Net messages to the participant
42	O=SWIFT	-	Displays the root level
42b	O=	M	Entry text field for the BIC-8 of the DN (organisation level) is mandatory in order to receive the TARGET2 directory updates via push mode.
43-43h	Subsequent levels of the DN	O	<p>By the mean of a combo box the user can choose the type of (optional) level to be added to the DN tree:</p> <ul style="list-style-type: none"> OU= (Organisational Unit) CN= (Common Name for user/application level) <p>Entry text field. A maximum of 8 Organisational unit/common name levels is permitted (using text fields 43 to 43h for that purpose). These are strings of between 2 and 20 characters (lowercase, alphanumeric)</p>

Sub frame SWIFT NET DN for Information and Control Module access

The sub frame “SWIFT NET DN for Information and Control Module access” is mandatory because the access to the Payment Module via the Information and Control Module (Information and Control Module) (via user to application mode) is mandatory for all direct Payment Module participants.

	Field	Presence	Description
45	Actor Type	M	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none"> - Participant - Ancillary System
46	O=SWIFT		Displays the root level
46b	O=	M	This text field for the BIC-8 of the owning institution (organisation level) is mandatory.
47	OU=	O	Entry text field for the organisational unit level (optional) More than one is possible (47b-47h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.1 Main Form (No. 1000)

3.2. Sub Forms

3.2.1. SWIFT NET DN for Information and Control Module Access (Form No. 1012)

A user should fill in this TARGET2 form, when an additional registration of a SWIFT NET DN for Information and Control Module access is necessary. The user is able to forward as many sub forms (No. 1012) as necessary.

	Field	Presence	Description
45	Actor Type	M	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none">- Participant- Ancillary System
46	O=SWIFT		Displays the root level
46b	O=	M	This text field for the BIC-8 of the owning institution (organisation level) is mandatory.
47	OU=	O	Entry text field for the organisational unit level (optional) More than one is possible (47b-47h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)

3.2.2. Addressable BICs and Multi-addressee access – Wildcard rules (Form No. 1013)

The Single Shared Platform wildcard rules can be used to automatically assign a large number of BICs belonging to a Payment Module participant in the TARGET 2 directory.

A wildcard enables to load all the BICs from the BIC directory which match the template defined in the wildcard rule, into the TARGET2 directory as participant BICs (and/or optionally as addressee BICs) . This functionality can therefore be used to register **multi-addressee access** and **addressable BICs** according the TARGET2 participation framework approved by the Governing Council.

For further information on wildcard rules, please refer to UDFS v2.2 Book 1, chapter 9.3.4 Administration by Central Banks.

The following is a description of the main concept managed in the T2 wildcard processing.

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

Wildcard templates

A wildcard template is composed of

- at least one BIC (if wildcard “*” character is used only the format “4!a” is required, otherwise BIC-11)
- and a wildcard “*” character which replaces any number of characters. The wildcard character can therefore be at position 5 or any from 7 till 11, but must always be at the end of the wildcard template. It is also possible to have no wildcard character in the template. In that case the wildcard rule will apply to that specific BIC-11 only.

For example the following templates:

- BKAAFR* , BKAAFRP* ,BKAA* ,BKAAFRPP00* ,BKAAFRPP001 are valid templates
- but BKA* , BKAA*PP001, BKAAFRPP are not valid templates

It is recommended to use the wildcard character to register branches but not to use it for the registration of correspondent banks or customers.

Wildcard rule set

Each Payment Module participant is allowed to have none or one wildcard rule set

A wildcard rule set is composed of none to many wildcard rules which can be:

- Inclusion rule: All public BICs (which do not already identify a participant in TARGET2) that match the templates entered in the wildcard rule will be automatically loaded in the T2 BIC table as entries related to the wildcard rule set.
- Exclusion rule: All public BICs that match the templates of the exclusion rule are ignored and therefore not loaded in the T2 BIC table.

For each wildcard inclusion rule a participation type must be defined in order to distinguish the different participation situations implemented via wildcard in the TARGET2 directory.

The wildcard rules set, groups the different wildcard rule lines as a single item. From a static data point of view wildcard rule lines are not managed individually but only as a whole. Therefore the modification of a wildcard rule line is considered as a modification of the whole wildcard rule set.

The different types of participation available for BIC included via wildcard rules are:

- **03** – multi addressee – credit institution

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

- **04** – multi addressee – branch of direct participant
- **05** – addressable BIC – correspondent (including CB customers)
- **06** – addressable BIC – branch of direct participant
- **07** – addressable BIC – branch of indirect participant

	Field	Presence	Description
11	Branch Flag	M	If the branch flag is activated, all entries generated by the participant's wildcard rule will also be quoted as BIC Addressee in the TARGET2 directory. If the branch flag option is checked then it is not necessary to fill in the fields BIC addressee (as any participant BICs generated by a wildcard rule will also be quoted as addressee BIC).
12	Modify to	O	In case of modification the checkbox in front of the wildcard rule should identify the respective entry to be modified (related to the original form) and the change which should be made by the respective Central Bank.
13	BIC	M	<p>Entry field for the BIC (only format check (4!a) is to be made on the BIC) and a wildcard "*" character (replacement of any number of characters) This is the template used to determine the BICs to be included/excluded by the wildcard rule.</p> <p>Please note that the wildcard character is only possible at the position 5 or any from 7 till 11 and must always be at the end of the wildcard template. It is also possible to have no wildcard character in the template. In that case the wildcard rule will apply to that specific BIC-11 only.</p>
14	BIC Addressee	O	<p>Entry field for the BIC Addressee which is used to send and receive payments.</p> <p>The Addressee BIC must be a SWIFT BIC.</p> <p>The field BIC Addressee (14) cannot be used when the branch flag (11) is checked.</p> <p>The field "BIC Addressee" can be filled only if the wildcard type is set to "Inclusion" and the Participation Type is either "03-Multi Addressee – Credit Institution" or "04-Multi Addressee – branch of direct participant".</p>
15	Participant Type	C	<p>The content of this field will be entered via a combo box with the following values:</p> <ul style="list-style-type: none"> • 03 – multi addressee – credit institution • 04 – multi addressee – branch of direct participant • 05 – addressable BIC – correspondent (including CB customers) • 06 – addressable BIC – branch of direct participant • 07 – addressable BIC – branch of indirect participant <p>The field "Participation Type"</p> <p>- must be blank (filled with "-Select-") when Type (16) is</p>

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

			'exclusion' - must not be blank when Type is 'inclusion'
16	Type of wildcard	M	This field identifies the type of the wildcard rule. Either it is Inclusion or Exclusion. Please note that in case of Exclusion - the field "BIC Addressee" can not be filled. - the field "Participant Type" must be blank and in case of Inclusion - the field "Participation Type" must not be blank

3.2.3. Sub Account (Form No. 1014)

For the settlement of an interfaced Ancillary System using AS standard procedure 6, the settlement bank can "set aside" liquidity dedicated for the settlement of that specific AS. This is done by maintaining a specific RTGS sub-account. In the case of the integrated model where the settlement of the cash leg occurs within the AS itself, the relevant AS has to use a so-called mirror account (opened at the CB level) to collect the liquidity set aside by its settlement banks and to transfer it to the cash position within its own system. Therefore, this form will not be used by integrated AS.

The static data to create, delete or modify a sub account can be entered in this form.

A sub-account has no BIC of its own but is related to the BIC of the "main" RTGS account to which it belongs, as indicated in the header of the form (Participant BIC). It is consequently identified by a unique account number.

A sub account may **only** be used for the settlement of **one AS**. Therefore, this form must be completed for each sub account that is required (a new reference should be provided on each form).

	Field	Presence	Description
11	AS BIC	M	Entry text field for the BIC-11 of the Ancillary System for the settlement of which the liquidity is set aside.
12	AS Name	O	Entry text field for the Name of the AS. Up to 35 characters are possible.
13	RTGS BIC	-	Same as BIC in the header
13	Account Name	M	Entry text field for the (Sub) Account Name. Up to 35 characters are possible.
14	Account Number	M	Entry text field for the Sub-account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters.

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

	Field	Presence	Description
			<i>To be filled by respective CB in case of “new”</i>

3.2.4. Contact Items (Form No. 1015)

This form enables the user to create a new contact item for the related entity or to update an existing contact item, by adding/deleting contact information. It is mandatory for each direct Payment Module participant to provide at least one contact item.

This form might be used several times in order to register more than one contact (a new reference should be provided on each form).

This form consists in two frames:

- contact item
- contact information (up to 10)

3.2.4.1. Frame Contact Item

	Field	Presence	Description
11	Function Title	M	The combo box contains the following values <ul style="list-style-type: none">• CI T2 Head Manager• CI Test Manager• CI SWIFT Network• CI T2 Directory• CI Disturbance Co-ordinator• AS Manager
12	First Name	M	Entry text field for entering the first name of the related contact person. Up to 35 characters are possible
13	Last Name	M	Entry text field for entering the last name of the related contact person. Up to 35 characters are possible

3.2.4.2. Frame Contact Information

	Field	Presence	Description
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PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

	Field	Presence	Description
14	Contact type	M	<p>This field should be used to identify the means of communication. The entry of more than one means is possible, therefore please use the different lines provided in the form. The value “address” can be used to identify an address of a contact person which is different to the address of the participant. The combo box contains the following values</p> <ul style="list-style-type: none">• Phone• Fax• E-mail• Address• ZIP Code• City• Country <p>It is possible to manage up to 10 different contact means.</p>
15	Contact value	C	<p>This field is mandatory if a contact type related to this field is selected. Then up to 35 characters are possible.</p>

3.2.5. Pooling of Liquidity – Group of Accounts Manager (Form No. 1016)

Credit Institutions within the same group are allowed to jointly make use of the liquidity pooling functionality. For further information please refer to UDFS book1, chapter 2.5.5 Pooling of liquidity.

Because the liquidity pooling function is an optional service this TARGET2 form is also optional.

Structure

The Payment Module offers liquidity pooling services, relying on the so-called "group of accounts" structure. A group of accounts consists of one or several RTGS account(s) in the books of one or several CBs.

TARGET2 offers two variants for the pooling of liquidity:

- Virtual Account (only for euro area participants).
- Consolidated Account Information (also available to participants from non-euro area countries)

If a group of Payment Module participants wants to pool their liquidity they can decide to use one of the two variants or a combination of both.

Assignment

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

A given RTGS account can be assigned to a maximum of one group of accounts. This could be either a “virtual account” (a group of accounts put together to pool liquidity, forming virtually a single account) or a “group of consolidated account information” (a group of accounts put together to provide consolidated information on the whole group). If a participant decides to use a virtual account and the consolidated information, all accounts forming the virtual account have to belong to the group of accounts formed for the provision of consolidated information. It is not possible that one account out of the accounts forming the virtual account remains outside.

(UDFS Book, 1chapter 2.5.5 Pooling of Liquidity)

If the applicant participant would like to set up a group of accounts (either virtual account or consolidated account information) and act as the manager of the group, the TARGET2 form “1016 Pooling of Liquidity – GoA Manager” has to be used.

The form consists of two frames:

- Consolidated Account Information
- Virtual Account

3.2.5.1. Frame Consolidated Account Information

	Field	Presence	Description
	Consolidated Account Information	O	The applicant participant should cross the checkbox in front of the header to indicate that he would like to act as Manager of a Consolidated Group of Accounts
11	Name of the Consolidated Account Information	M	The applicant participant has to provide a name for the Consolidated Group of Accounts by using this field. Up to 35 characters is possible
12	Group of Accounts ID	M	This field has to be filled by the responsible Central Bank with the Identification number of the group of accounts and communicated to the GoA Manager. If the applicant participant would like to modify or delete elements of static data, this field has to be filled by them.
13	BIC of the Main Account	M	One RTGS account inside the Consolidated Group of Accounts has to be assigned as master account (under the responsibility of a group of accounts manager). Due to the fact that this form is related to the Group of Accounts Manager, his RTGS account must be listed here. The field is listed only for the sake of completeness. It is equal to

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

	Field	Presence	Description
			the Participant BIC listed in the header and therefore need not be filled again.
Members of the GoA Consolidated Account Information			
14	Member BIC	C	Within this sub frame all Member BICs of the group of accounts (CAI) should be listed.
15	Member RTGS Account	C	<p>With reference to the Member BIC, the relevant RTGS Account number of the member should be entered in this field:</p> <p><u>Included Accounts:</u></p> <ul style="list-style-type: none"> • RTGS accounts held with euro area CBs • RTGS accounts held with non-euro area CBs • RTGS accounts of remote participants • Sub-accounts (for information only) <p>All other account types are out of the scope of the Consolidated GoA.</p> <p>Up to 34 characters are possible.</p>
16	Virtual Account ID	C	Within this sub frame all Member Virtual Accounts of the Consolidated group of accounts (CAI) should be listed using the VA ID as identifier
23	Name of the Virtual Group of Accounts	C	With reference to the Virtual Account ID the respective Group Name should be entered in this field. Up to 12 characters is possible

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

3.2.5.2. Frame Virtual Account

	Field	Presence	Description
	Virtual Account	O	The applicant participant should cross the checkbox in front of the header to indicate that he would like to act as Manager of a Virtual Account
20	Name of the Virtual Account	M	The applicant participant has to provide a name for the Virtual Account (up to 12 characters)
21	Group of Accounts ID	M	This field has to be filled by the responsible Central Bank with the Identification number of the group of accounts and communicated to the GoA manager. If the applicant participant would like to modify or delete elements of static data, this field has to be filled by them.
22	BIC of the Main Account	M	One RTGS account inside the virtual account has to be assigned as main account (under the responsibility of a group of accounts manager). Due to the fact that this form is related to the Group of Accounts Manager, his RTGS account must be listed here. The field is listed only for the sake of completeness. It is equal to the Participant BIC listed in the header and therefore need not be filled again.
16	Member BIC	M	Within this sub frame all Member BICs of the group should be listed.
17	Member RTGS Account	M	With reference to the Member BIC the respective RTGS Account number of the group member should be listed in this field <u>Included Accounts:</u> <ul style="list-style-type: none">• RTGS accounts held with euro area CBs•• Sub-accounts for dedicated liquidity (for information purposes only) <u>Excluded Accounts:</u> <ul style="list-style-type: none">• RTGS accounts of remote participants• RTGS accounts held with non-euro area CBs

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

3.2.6. Pooling of Liquidity – GoA Member (Form No. 1017)

This form should be used by participants:

- holding an RTGS account with a euro area CB•
- holding Sub-account(s) for dedicated liquidity (for information purposes only)
- requesting membership in a Virtual Account or a Group of Consolidated Account information.

This form could also be used by participants:

- holding an RTGS account held with a non-euro area CB.
- holding an RTGS account as a remote participant.
- requesting membership only in a Group of Consolidated Account Information.

Furthermore the Group of Accounts Manager of a Virtual Account must use this form in order to assign “his” Virtual Account to a Group of Consolidated Account Information.

The form consists of two frames:

- Member of Virtual Account
- Member of Consolidated Account Information

depending on the decision of the applicant participant to be a member of group of accounts, either a Virtual Account or a Consolidated Account Information.

Please note that a given RTGS account can be assigned to a maximum of one group of accounts. If a participant decides to use a Virtual Account and the Consolidated Account Information, all accounts forming the Virtual Account belong *de facto* to the group of accounts formed for the provision of consolidated information. It is not possible that one account out of the accounts forming the Virtual Account remains outside.

3.2.6.1. Frame Member of Virtual Account

	Field	Presence	Description
	Member of Virtual Account	O	The applicant participant should cross the checkbox in front of the header to indicate that he would like to be a Member of a Virtual Account.
11	Virtual Account ID	M	This field has to be filled by the applicant participant with the Identification number of the Virtual Account provided by the GoA manager

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

	Field	Presence	Description
12	BIC of the related Main Account	M	It is the RTGS account of the group of accounts manager. This field must be filled by the applicant participant in order to ensure the cross reference between the Virtual Account ID and Group of Accounts Manager.
13	Member BIC	C	The applicant participant who requests to be a member of a virtual account can be identified with the respective participant BIC. Therefore this field is prefilled with the Participant BIC listed in the header of the form.
14	Member RTGS Account	C	With reference to the Member BIC the respective RTGS Account number of the group member should be entered in this field of the list

3.2.6.2. Frame Member of Consolidated Account Information

	Field	Presence	Description
	Member of Consolidated Account Information	O	The applicant participant should cross the checkbox in front of the header to indicate that he would like to act as Member of a Group of Consolidated Account Information
15	ID of the Consolidated Account Information	M	This field has to be filled by the applicant participant with the Identification number of the group of accounts provided by the group of account manager.
16	BIC of the related Main Account	M	It is the RTGS account of the group of accounts manager. This field must be filled by the applicant participant in order to ensure the cross reference between Consolidated Information Account ID and Group of Accounts Manager.
Assignment of a RTGS account			
17	Member BIC	C	If the form is used to assign a RTGS account to the CAI, the control field has to be used and the following fields need to be filled in. The applicant participant which requests to be a member of a Group of Consolidated Account Information can be identified with the respective participant BIC. Therefore this field is prefilled with the Participant BIC listed in the header of the form.
18	Member RTGS Account	C	With reference to the Member BIC the respective RTGS Account number of the group member should be entered in this field
Assignment of a Virtual Account			
22	ID of the Virtual Account	C	If the form is used to assign a Virtual Account to the CAI, the control field has to be used and the following fields need to be

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

	Field	Presence	Description
			filled in. Should be listed here the Virtual Account ID to be part of the above mentioned CAI
23	Name of the Virtual Account	C	In reference with the Virtual Account ID the respective Group Name should be entered in this field.

3.2.7. Direct Debits (Form No. 1018)

The direct debit functionality is only available between direct participants in the Payment Module.

The direct participants have to agree the terms and conditions for allowing direct debits with the parties allowed to debit their accounts. TARGET2 offers only the general framework.

Using this form, the direct participant:

- authorises other(s) participant(s) to debit its account via a direct debit order.
- requests the relevant Central to record the pre-agreements in the Static Data Module via Information and Control Module.

The following parameters are used in connection with the direct debit scheme:

Mandatory	Optional
Direct debit issuer	Maximum amount per day (for all direct debits independent from the counterparty)
Account to be debited	Maximum amount per counterparty
Reference	Maximum amount of any single payment per counterparty

The Payment Module ensures that the conditions mentioned above (if chosen) are met before processing a direct debit request.

This optional form consists of two different frames

- Direct Debits – general information
- Direct Debits – List of Direct Debits (7x)

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.2 Sub Forms

3.2.7.1. Frame Direct Debits – General Information

	Field	Presence	Description
11	Maximum Amount of Direct Debits per day	M	Within this field the direct Payment Module participant can limit the use of the direct debit function by defining total sum of debits allowed by direct debits per day regardless of the issuer of direct debit orders (up to 18 characters are possible – e.g. 999.999.999.999,99)

3.2.7.2. Frame Direct Debits – List of Direct Debits

This frame allows the direct Payment Module participant in the Payment Module to define 7 arrangements for direct debits. These arrangements are the institution the participant authorises to debit its RTGS account by direct debit and the related conditions (maximum amount per counterparty, per order).

	Field	Presence	Description
12	BIC Account Holder of Issuer	M	Entry field for the BIC-11 of the direct Payment Module Participant which is permitted to issue direct debit orders.
13	Account Holder Name Issuer	M	Entry field for the name of the direct Payment Module Participant which is permitted to issue direct debit orders.
14	Maximum Amount of Direct Debits per day is allowed	C	This option field caps the amount the counterparty is allowed to debit. The maximum could be the amount entered in field 11. If the participant would like to define a lower amount than in field 11 then the field 15 “Maximum Amount per Counterpart” should be used.
15	Maximum Amount per Counterpart	C	Depending on the participant’s decision this field can be used to limit the amount for direct debits per counterparty and define the maximum amount authorised per counterparty in case of direct debit. If the checkbox 14 is checked then this option should not be used. This amount must be lower than or equal to the amount specified in field 11 - Maximum Amount of Direct Debits per day. This amount must be higher than or equal to the amount in field 16 - Maximum Amount per Payment.
16	Maximum Amount per Payment	O	This field can be used to define the maximum amount for any single direct debit order sent by the counterparty. This amount must be lower than or equal to the amount specified in field 15 - Maximum Amount per Counterpart.
17	Reference of direct debit	M	This field is used by the Central bank (in case of “new”) to insert a reference for the Direct Debit agreement.

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.3 TARGET2 forms for optional modules

3.3. TARGET2 form for optional modules

3.3.1. TARGET2 forms for Home Accounting Module (Home Accounting Module)

The Home Accounting Module (Home Accounting Module) is a common standardised optional module with basic functions offered to Central Banks to avoid maintaining local home accounts systems. For direct RTGS participants, who already have an RTGS account, there could be a need to have a second set of accounts to be used to settle specific operations (e.g. cash withdrawals) with some Central Banks. Provided that the responsible Central Bank of the direct participant has decided to use this optional Module the applicant participant has the possibility to forward the TARGET2 forms related to Home Accounting Module which are described in the following chapters.

3.3.1.1. Registration Home Accounting Module for direct participants (Form No. 1100)

The applicant participant should use this TARGET2 form to request the opening (modifying, deleting) of a Home Accounting Module account.

The TARGET2 form consists of two frames and two sub frames

- Frame Registration for Home Accounting Module
 - Sub frame Home Accounting Module Account
 - Optional Message Types
- Frame Co-Manager for Home Accounting Module

Frame for Home Accounting Module

Sub frame Home Accounting Module Account

	Field	Presence	Description
10	Account BIC	C	Entry field for the BIC-11 which identifies the Home Accounting Module account. It should be the same as the BIC indicated in the Header. This BIC can be a non-SWIFT BIC.

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.3 TARGET2 forms for optional modules

	Field	Presence	Description
11	Account Type	M	Normal Home Accounting Module account is the only possible value in this field
12	Account Number	M	Entry text field for the Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB in case of “new”.</i>

Sub frame Optional Message Types

	Field	Presence	Description
13	Advice for Debits on Home Accounting Module Account (MT 900)	O	The applicant participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
14	Advice for Credits on Home Accounting Module Accounts (MT910)	O	The applicant participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
15	MT 202 in case of Liquidity Transfer	O	The applicant participant can decide whether or not to receive a Home Accounting Module Notification in the event of a liquidity transfer by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
16	Balance Report	O	Balance Report is optional. If the checkbox is unchecked it means “no balance report required”. If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values: - MT 940 - MT 950
17	BIC used for notification	O	This optional field can be used to identify the BIC used for Home Accounting Module notifications (MT900, MT910, MT202, MT940 or MT950). In general it should be the BIC as defined in the field 10. However it could be a different BIC (for example, in case Account BIC in field 10 is not a SWIFT BIC).

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.3 TARGET2 forms for optional modules

Frame Co-Managed Home Accounting Module Account

If the Home Accounting Module account will be co-managed by another direct participant acting as Co-Manager

- this frame must be filled
- and in addition the form “1102 Co-Management Agreement” must be filled, otherwise it is optional.

Within this frame the co-managed Home Accounting Module account holder forwards general information regarding the co-manager.

	Field	Presence	Description
20	Co-managed Home Accounting Module account	O	The applicant Home Accounting Module participant confirms his intention to use the co-management functionality using this checkbox.
21	BIC of the co-manager	M	Entry text field. To be filled with the BIC-11 of the co-manager
22	Responsible CB of the co-manager	M	Using this combo box the Home Accounting Module participant can select the country code of the responsible Central bank for the co-manager.
23	Advice for Co-manager for Debits on Co-managed Home Accounting Module Account (MT 900)	O	The applicant participant can decide whether or not to receive an advice for debits on Home Accounting Module account (MT 900) by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
24	Advice to Co-manager for Credits on Co-managed Home Accounting Module Account (MT910)	O	The applicant participant can decide whether or not to receive an advice for credits on Home Accounting Module account (MT 910) by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
25	Balance Report to Co-manager	O	Balance Report is optional. If the checkbox is unchecked it means “no balance report required”. If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values: <ul style="list-style-type: none">- MT 940- MT 950

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.3 TARGET2 forms for optional modules

3.3.1.2. Co-Management Form (Form No. 1102)

This Co-Management form should be completed if the account of the Home Accounting Module account holder should be co-managed by another participant (which must be a direct Payment Module participant in the Single Shared Platform). The Co-Manager of the Home Accounting Module account should already be indicated in the “TARGET2 form for collection of Static Data - 1100 Home Accounting Module”. Therefore the present form should be used in connection with form 1100.

Both parties confirm that they agree on the Co-management of the Home Accounting Module account mentioned in the frame “Home Accounting Module Account Holder” by the respective Co-Manager mentioned in frame Co-Manager for Home Accounting Module Account”.

Frame Home Accounting Module Account Holder

	Field	Presence	Description
10	Home Accounting Module Participant BIC	M	To identify the Home Accounting Module Account Holder the Participant BIC has to be entered in this field
11	Name of the Home Accounting Module Participant	M	With reference to the Home Accounting Module Participant BIC the respective Home Accounting Module Participant Name has to be entered here.
12	Responsible CB	M	The responsible Central Bank of the (co-managed) Home Accounting Module account holder must be selected via the combo box

Frame Co-Manager for Home Accounting Module Account

	Field	Presence	Description
20	BIC of Co-Manager	M	To identify the Co-Manager of the Home Accounting Module Account the respective BIC has to be entered in this field.
21	Name of the Co-Manager	M	With reference to the Co-Manager BIC the name of the respective Co-Manager has to be entered here.
22	Responsible CB of Co-Manager	M	To identify the Co-Manager of the Home Accounting Module Account the responsible Central Bank has to be selected.

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.3 TARGET2 forms for optional modules

3.3.2. TARGET2 form for Standing Facilities (Form No. 1200)

With regard to Standing Facilities (SF), the choice to opt for this standardised Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	For a participant holding accounts both in the Payment Module and in a Home Accounting Module (or PHA) it is necessary to indicate the type of account to be used for the settlement of SF operations. Obviously for the automatic marginal lending only Payment Module account can be used since intraday credit is not provided in Home Accounting Module. The selected value should be the same for both accounts, Overnight Deposit and Marginal Lending.
11	Account Number for Overnight Deposit	-	Account number to identify the account which will be used for the overnight deposit and of the related interests. The overnight deposit function is also available for out countries. The entry is made by the responsible Central Bank in case of “new”.
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for marginal lending. The marginal lending function is not available for out countries. The entry is made by the responsible Central Bank in case of “new”.
13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.

3.3.3. TARGET2 form for Reserve Management (Form No. 1300)

This TARGET2 form enables the applicant participant to forward the relevant information required for Compulsory Reserve Management to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management.

This form should be completed if the applicant participant is subject to minimum reserve requirements and if the responsible Central Bank that has opted for the Reserve Management Module. The applicant participant subject to minimum reserve requirements has the following possibilities:

PART A – Description of TARGET2 forms related to direct and indirect participants

3. Description of the TARGET2 forms for direct participants

3.3 TARGET2 forms for optional modules

1. It can manage its minimum reserves directly on an RTGS account or Home Accounting Module account, or PHA account, In that case the participant is its own reserve maintainer and management of minimum reserve is “direct”.
2. Or it can deposit its reserve requirements on another Home Accounting Module or Payment Module or PHA account of the same Central Bank and that is subject to minimum reserve requirements. In that case the participant is different from the reserve maintainer (BIC of Intermediary) and management of minimum reserve is “indirect”.
3. Or it can manage its reserve requirements in a “pool of reserve” where reserve requirements are pooled among a group of participants (managed by same CB). One of the participants in the group is designated as the group leader and it is its Home Accounting Module or Payment Module account on which interests and penalties for the whole pool will be settled. In that case for each participant of the group the reserve maintainer is the group leader (BIC of MFI Leader). The management of minimum reserves is “pool”.

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant select the respective entry which describes how the participant manages its reserve requirements. The values are <ul style="list-style-type: none">• Direct• Indirect• Pool
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of minimum reserve. The values are: <ul style="list-style-type: none">• RTGS• Home Accounting Module• PHA
12	BIC of Intermediary	C	This field is mandatory if management of minimum reserve is “indirect”. It indicates the BIC of the reserve maintainer, e.g. of the participant or PHA account maintaining reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of minimum reserve is “pool”. It indicates the BIC of the respective MFI Leader.

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4. Description of TARGET2 forms for indirect participants

The Single Shared Platform offers indirect access to TARGET2, meaning indirect participation in the Payment Module. An indirect participant sends payments to/receives payments from the system via a direct participant. The booking is done on the RTGS account of the direct participant. The relevant direct participant also manages the liquidity for each of its indirect participants, and accepts to represent the respective indirect participants. In this context the direct participant is responsible for the collection of static data concerning its indirect participants. The data must be forwarded by the direct participant to its responsible CB.

It is possible that the indirect participant is located in a different country to the direct participant. In that case, the direct participant is responsible for the collection of static data required for the participation of the indirect participant. It must forward the TARGET2 forms to the Central Bank of the direct participant.

Besides indirect participation in the Payment Module the applicant participant can apply for accounts in a Home Accounting Module or to use other optional modules (RM, SF). In that case the applicant participant itself is responsible for completing the necessary TARGET2 forms and forwarding it to its Home Central Bank (meaning the Central Bank in the country of the indirect participant which has opted for those optional modules).

For further information on indirect participation please see UDFS book 1, chapter 2.1 participation and access to TARGET2.

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.1 Main Form (Form No. 4000)

4.1. Main Form (Form No. 4000)

The Main Form provides general information on the indirect Participant to be registered or updated. It consists of two frames, both are mandatory:

- frame: Related Direct Participant
- frame: Indirect Participant

Frame Related Direct Participant

Within this sub frame, the applicant indirect participant indicates the direct participant which will provide the service.

	Field	Presence	Description
11	Name of direct Participant (1 st line)	M	Entry text field for the name of the direct participant Only 35 characters are possible (35x)
11	Name of direct Participant (2 nd line)	O	Entry text field for the name of the direct participant Only 35 characters are possible (35x)
11	Name of direct Participant (3 rd line)	O	Entry text field for the name of the direct participant Only 35 characters are possible (35x)
11	BIC of direct participant	M	Entry text field for the BIC of the direct Participant
12	Legal Entity BIC of direct participant	M	Entry text field for the Legal Entity BIC of the related direct participant for identification purpose

Frame Indirect Participant

This Frame consists of three sub frames:

- Legal Entity
- Address data
- Administrative data

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.1 Main Form (Form No. 4000)

Sub frame Legal Entity

	Field	Presence	Description
21	Same Legal Entity as Direct Participant	O	If the Legal Entity of the applicant indirect participant is the same as the related direct participant, this checkbox should be checked and the subsequent fields of this sub frame should not be filled
22	Legal Entity BIC	M	If the indirect participant is related to a Legal Entity which differs from the Legal Entity of the direct participant, then it is mandatory to indicate the Legal Entity BIC using this field
23	Name of Legal Entity (1 st line)	M	Entry text field for the name of the Legal Entity Up to 35 characters are possible (35x)
23	Name of Legal Entity (2 nd line)	O	Entry text field for the name of the Legal Entity Up to 35 characters are possible (35x)
23	Name of Legal Entity (3 rd line)	O	Entry text field for the name of the Legal Entity Up to 35 characters are possible (35x)
24	City	O	Entry text field for the city of the Legal Entity Up to 35 characters are possible (35x)

Sub frame Address data

Within this sub frame, the applicant indirect participant indicates its full name and address.

	Field	Presence	Description
25	Name of Indirect Participant (1 st line)	M	Entry text field for the name of the indirect participant Up to 35 characters are possible (35x)
25	Name of Indirect Participant (2 nd line)	O	Entry text field for the name of the indirect participant Up to 35 characters are possible (35x)
25	Name of Indirect Participant (3 rd line)	O	Entry text field for the name of the indirect participant Up to 35 characters are possible (35x)
26	Street	O	Entry text field for the street of the indirect participant
27	City	O	Entry text field for the city of the indirect participant
27b	Country	O	Entry text field for the country of the indirect participant

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.1 Main Form (Form No. 4000)

Sub frame Administrative data

Within this sub frame the applicant indicates which type of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
28	Account Holder BIC	M	Entry text field for the Account Holder BIC of the participant The Account Holder BIC and the Participant BIC of the related direct participant entered in field 12 must be the same.
28b	BIC Addressee	M	The Addressee BIC-11 of the related direct participant must be entered in this field. It defines the BIC through which the direct participant sends and receives payment messages.
29	Participant Type	M	This field displays the participant type which can only have the value: <ul style="list-style-type: none">• Credit institution for the indirect participant.
29b	Type of Participation	M	This field displays the type of RTGS participation which can only be "indirect" in this form.
30	BIC published	M	Control field which identifies if the mentioned Participant BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none">• Participant BIC should not be published – control field should not checked• Participant BIC should be the published – control field should checked
31	Institutional Sector Code	M	Entry text field for the Institutional Sector Code Please see table for Institutional Sector code provided in Annex 1

4.2. Sub Forms

4.2.1. SWIFT NET DN for Information and Control Module Access (Form No. 4012)

A user should fill in this TARGET2 form, when the additional registration of a SWIFT NET DN for Information and Control Module access is necessary. As an indirect participant, it will have no access to the Payment Module via the Information and Control Module but could have access to a Home Accounting Module, SFM or RM. The user is able to forward as many sub forms (No. 4012) as necessary.

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

	Field	Presence	Description
45	Actor Type	M	Using the combo box the user can select the actor type according to the value: - Participant
46	O=SWIFT		Displays the root level
46b	O=	M	This text field for the BIC-8 of the owning institution (organisation level) is mandatory.
47	OU=	O	Entry text field for the organisational unit level (optional) More than one is possible (47b-47h). These are strings of between 2 and 20 characters (lowercase, alphanumeric)

4.2.2. Addressable BIC - Wildcard Rules - (Form No. 4013)

For general information to the wildcard rule functionality please refer to [chapter 3.2.2 Wildcard Rules related to direct participants](#).

The wildcard rules set, groups the different wildcard rule lines as a single item. From a static data point of view wildcard rule lines are not managed individually but only as a whole. Therefore the modification of a wildcard rule line is considered as a modification of the whole wildcard rule set.

For each wildcard inclusion rule a wildcard participation type must be defined in order to distinguish the different participation situations implemented by wildcard. The only wildcard rule type available for an indirect participant is:

- 07- Addressable BIC – Branch of indirect participant

11	Field	Presence	Description
12	Modify to	O	For modification of static data the checkbox in front of the wildcard rule should identify the respective entry and the change which should be made by the responsible Central Bank.
13	BIC	M	Entry field for the BIC (only format check (4!a) is to be done on the BIC) and a wildcard “*” character (replacement of any number of characters) This is the template used to determine the BICs to be included/excluded by the wildcard rule. Please note that the wildcard character is only possible at the characters 5 and 7 till 11 and must always be at the end of the

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

11	Field	Presence	Description
			wildcard template. It is also possible to have no wildcard character in the template. In that case the wildcard rule will apply to that BIC-11 only.
14	Participant Type	C	The content of this field will be entered via a combo box with the following values: <ul style="list-style-type: none">- 07 – addressable BIC – branch of indirect participant The field “Participation Type” <ul style="list-style-type: none">- must be blank (or filled with “select one entry”) when Type is exclusion- must not blank (or filled with “select one entry”) when Type is inclusion
15	Type	M	This field identifies the type of the wildcard rule. Either it is Inclusion or Exclusion . Please note that in case of Exclusion <ul style="list-style-type: none">- the field “Participant Type” must be blank and in case of Inclusion <ul style="list-style-type: none">- the field “Participation Type” must not be blank

4.2.3. Form for Home Accounting Module (Form No 4100)

The Home Accounting Module (Home Accounting Module) is a common standardised optional module with basic functions offered to Central Banks to avoid maintaining local home accounts systems. For indirect RTGS participants, who have no own RTGS account, there could be a need to have a set of accounts to be used to settle specific operations (e.g. cash withdrawals) with some Central Banks.

If the responsible Central Bank has opted for the Home Accounting Module and the applicant participant requires an account in the Home Accounting Module, it should complete the TARGET2 forms Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your National Central Bank or consult its National Migration Profile.

The applicant participant should use this TARGET2 form to request the opening (modifying, deleting) of one or several Home Accounting Module accounts. One participant is allowed to open several accounts in the Home Accounting Module. However, each account will be identified by a different BIC-11.

The TARGET2 form consists of four frames

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

- Frame Legal Entity
- Static Data for Home Accounting Module
 - Sub frame Home Accounting Module Account
 - Optional Message Types
- Frame Co-Managed Home Accounting Module account
- Distinguished Names (SWIFT Net DN for Information and Control Module Access Home Accounting Module only)

Frame: Legal Entity

The implementation of a Home Account for a participant always requires a Legal Entity to be defined in the static data (prerequisite).

The legal entity is input by the Central Bank as selected in the header of the form. The details of all participants belonging to a legal entity (at least one participant) in the static data are therefore managed by the same Central Bank.

Filling this frame is **mandatory** when registering a new Home Accounting Module account for indirect Payment Module participants, regardless of whether or not other participants have already been registered by the legal entity.

	Field	Presence ⁹	Description
10	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be part of the BIC Directory
11	Legal Entity Name (1 st line)	M	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
11	Legal Entity Name (2 nd line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
11	Legal Entity Name (3 rd line)	O	Entry text field for the name of the legal entity Only 35 characters are possible (35x)
12	City	M	Entry text field for the city of the legal entity Only 35 characters are possible (35x)

⁹ M=Mandatory, O=Optional, C=Conditional

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

Frame Static data for Home Accounting Module

Sub frame Home Accounting Module Account

	Field	Presence	Description
21	Account BIC	C	Entry field for the BIC-11 which identifies the Home Accounting Module account if different than the participant BIC indicated in the Header. This BIC can be a non-SWIFT BIC.
22	Account Type	M	Normal Home Accounting Module account is the only possible value in this field
23	Account Number	M	Entry text field for the Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB in case of “new”.</i>

Sub frame Optional Message Types

	Field	Presence	Description
24	Advice for Debits on Home Accounting Module Account (MT 900)	O	The applicant participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
25	Advice for Credits on Home Accounting Module Accounts (MT910)	O	The applicant participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
26	MT 202 in case of Liquidity Transfer	O	The applicant participant can decide whether to receive a Home Accounting Module Notification in case of liquidity transfer or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
27	Balance Report	O	Balance Report is optional. If the checkbox is unchecked it means “no balance report required”. If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values: <ul style="list-style-type: none">- MT 940- MT 950

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

	Field	Presence	Description
28	BIC used for notification	O	This optional field can be used to identify the BIC used for Home Accounting Module notifications (MT900, MT910, MT202, MT940 or MT950). In general it should be the BIC as defined in the field 21. However it could be a different BIC (for example, in case Account BIC in field 21 is not a SWIFT BIC).

Frame Co-Managed Home Accounting Module Account

If the Home Accounting Module account will be co-managed by another direct participant acting as Co-Manager

- this frame must be filled
- and in addition the form “1102 Co-Management Agreement” must be completed,

otherwise it is not mandatory.

	Field	Presence	Description
30	Co-managed Home Accounting Module account	O	The applicant Home Accounting Module/indirect participant confirms his intention to use the co-management functionality using this checkbox.
31	BIC of the co-manager	M	Entry text field. To be filled with the BIC-11 of the co-manager
32	Responsible CB of the co-manager	M	Using this combo box the Home Accounting Module/indirect participant can select the country code of the responsible Central bank for the co-manager.
33	Advice for Co-manager for Debits on Co-managed Home Accounting Module Account (MT 900)	O	The applicant participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
34	Advice to Co-manager for Credits on Co-managed Home Accounting Module Account (MT910)	O	The applicant participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
35	Balance Report to Co-manager	O	Balance Report is optional. If the checkbox is unchecked it means “no balance report required”. If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values:

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

	Field	Presence	Description
			- MT 940 - MT 950

Frame: Distinguished Names

Sub frame SWIFT NET DN for Information and Control Module access

The sub frame “SWIFT NET DN for Information and Control Module access” is mandatory. It is not possible for an indirect Payment Module participant to have access to the Payment Module via the Information and Control Module (Information and Control Module). However, it can have access to the Home Accounting Module, SFM or RMM.

For further information:

- on the DN structure please see chapter [3.1.4 Frame Distinguished Names](#) related to direct participation
- on the Information and Control Module access for Home Accounting Module please see Information and Control Module User Handbook 1, chapter 2.2 Information and Control Module access to Home Accounting Module

	Field	Presence	Description
41	Actor Type	M	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none">• Participant
42	O=SWIFT		Displays the root level
42b	O=	M	This text field for the BIC-8 of the DN (organisation level) is mandatory.
43	OU=	O	Entry text field for the organisational unit level (optional) More than one entry is possible (43b-43h).

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

4.2.4. TARGET2 form for Standing Facilities (Form No. 4200)

With regard to Standing Facilities (SF), the choice to opt for this standard Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	For an indirect participant the type of account to be used for the settlement of SF operations can only be a Home Accounting Module account.
11	Account Number for Overnight Deposit	-	Account number identifying the account which will be used for overnight deposits and related interest payments. The overnight deposit function is available also for out countries. The entry is made by the responsible Central Bank in case of “new”.
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for the marginal lending. The marginal lending function is not available for out countries. The entry is made by the responsible Central Bank in case of “new”.
13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.

4.2.5. TARGET2 form for Reserve Management (Form No. 4300)

This TARGET2 form enables the applicant participant to forward the relevant information required for reserve management to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management (RM)

This form should be completed if the applicant participant is subject to the minimum reserve requirements and belongs to a Central Bank that has opted for the Reserve Management Module. The applicant participant subject to the minimum reserve requirements has the following possibilities:

1. It can manage its minimum reserves directly on a Home Accounting Module account. In that case the participant is its own reserve maintainer and management of the minimum reserve is “direct”.

PART A – Description of TARGET2 forms related to direct and indirect participants

4. Description of the TARGET2 forms for indirect participants

4.2 Sub Forms

2. Or it can deposit its reserve requirements on another Home Accounting Module or Payment Module or PHA account, that is also subject to the minimum reserve requirements, at the same Central Bank.. In this case the participant is different from the reserve maintainer (BIC of Intermediary) and management of the minimum reserves is “indirect”.
3. Or it can manage its reserve requirements in a pool, where reserve requirements are pooled among a group of participants (managed by same CB). One of the participants in the group is designated as the group leader and it is on the Home Accounting Module or Payment Module account of this participant on which interest and penalties for the whole pool will be settled. In this case for each participant of the group, the group leader (BIC of MFI Leader) is the reserve maintainer. The management of minimum reserve is “pool”.

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant selects the respective entry which describes how the participant manages its reserve requirements. The values are <ul style="list-style-type: none">• Direct• Indirect• Pool
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of minimum reserve. The values are: <ul style="list-style-type: none">• RTGS• Home Accounting Module• PHA For direct management of minimum reserve this can only be Home Accounting Module.
12	BIC of Intermediary	C	This field is mandatory if management of minimum reserves is “indirect”. It indicates the BIC of the reserve maintainer, e.g. of the participant or PHA account maintaining reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of minimum reserves is “pool”. It indicates the BIC of the respective MFI Leader.

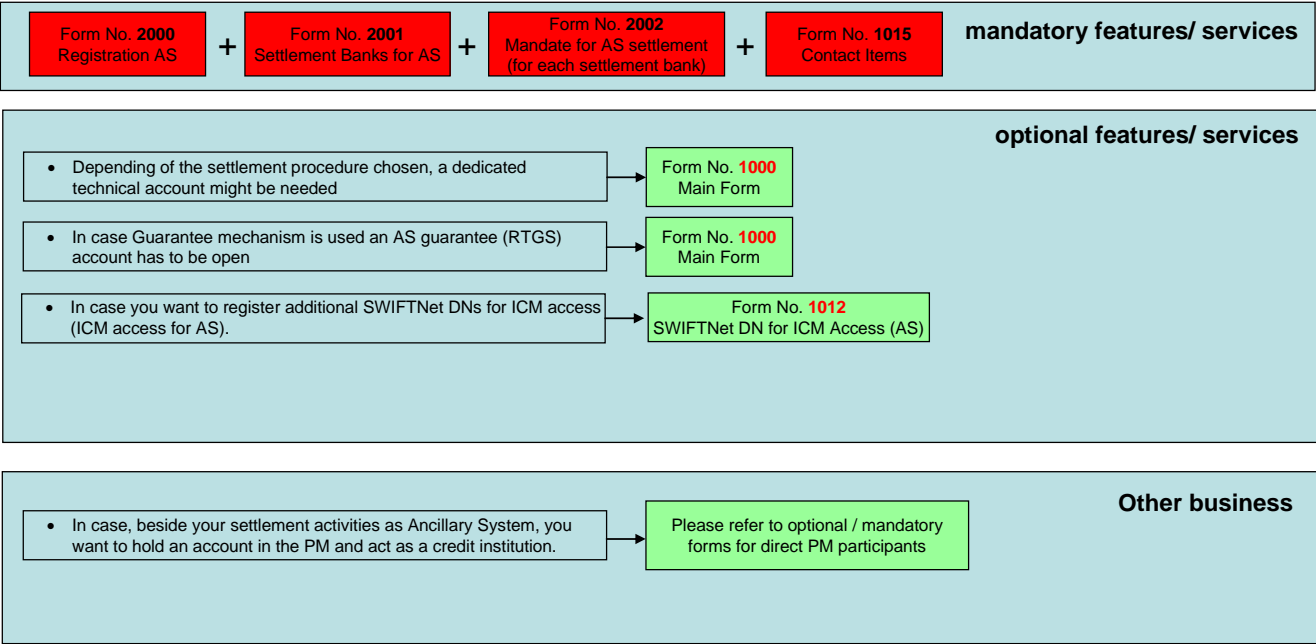
PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.1 Registration Ancillary System (AS) (Form No. 2000)

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems



5.1. Data for Ancillary System (Form No. 2000)

This form provides general information on the Ancillary System to be registered or updated.

This form consists of 4 frames:

- General Data
- Ancillary System Data
- SWIFT NET DN for Receiving files from ASI (push mode)
- Settlement procedure

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.1 Registration Ancillary System (AS) (Form No. 2000)

5.1.1. Frame General Data

This frame is mandatory.

Within this frame, the applicant indicates the full name and address of the Ancillary System.

	Field	Presence	Description
10	Name of Ancillary System (1 st line)	M	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
10	Name of Ancillary System (2 nd line)	O	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
10	Name of Ancillary System (3 rd line)	O	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
11	Street	O	Entry text field for the street of the Ancillary System
12	City	O	Entry text field for the city of the Ancillary System
13	Country	O	Entry text field for the country of the Ancillary System

5.1.2. Frame Ancillary System Data

This frame is mandatory.

Within this frame, the applicant indicates the specific data for the Ancillary System.

	Field	Presence	Description
20	Ancillary System Type	M	Using the combo box the applicant should select the type of Ancillary System. The following values are possible: <ul style="list-style-type: none">• Retail Payment System,• Large Value Payment System• Foreign Exchange System• Money Market System• Clearing House• Securities Settlement System – integrated model• Securities Settlement System – interfaced model
21	Permission to increase credit lines	M	If the checkbox is crossed, it means the Ancillary System is allowed to increase the credit line of settlement banks of its

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.1 Registration Ancillary System (AS) (Form No. 2000)

	Field	Presence	Description
			responsible CB. If the checkbox is not crossed, the Ancillary System is not allowed to do so. This field is filled by the responsible Central Bank.

5.1.3. Frame SWIFT NET DN for receiving files in push mode

To the inserted DN address the XML messages will be delivered (see UDFS book 4)

	Field	Presence	Description
30	SWIFT Net Service for receiving files from ASI	C	Entry text field for SWIFT Net Service at which the AS is registered for receiving files in push mode. Because the ASI will use the papss service the standard entry should be: <ul style="list-style-type: none">• trgt.sfpapss (for production)• trgt.sfpapss!p (for test environment)
31	Packed File Delivery	M	Control field to indicate option for packed or unpacked delivery of Single Shared Platform SWIFT Net messages to the AS
32	O=SWIFT	-	Displays the root level
32b	O=	M	Entry text field for the BIC-8 of the DN (organisation level) is mandatory
33-33h	Subsequent levels of the DN	O	By the mean of a combo box the user can choose the type of (optional) level to be added to the DN tree: <ul style="list-style-type: none">• OU= (Organisational Unit)• CN= (Common Name for user/application level) Entry text field. A maximum of 8 Organisational unit/common name levels is permitted (using text fields 23 to 23h for that purpose). These are strings of between 2 and 20 characters (lowercase, alphanumeric)

5.1.4. Frame Settlement Procedure

This frame should not be filled if the Ancillary System will not use the Ancillary System Interface,.

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.1 Registration Ancillary System (AS) (Form No. 2000)

The Ancillary System uses either the RTGS accounts of its settlement banks or dedicated accounts (sub –accounts) if using settlement procedure 6. It is worth mentioning that a settlement bank’s RTGS account can be used to settle from none to many Ancillary Systems whereas a sub account can be used to settle only one (interfaced) Ancillary System using Procedure 6. These transactions are only possible if the participant owing the RTGS account and sub account(s) is named as the settlement bank of the related AS (see [chapter 5.2 Settlement Banks for Ancillary Systems - TARGET2 form 2001](#), and [chapter 5.3 Ancillary System Mandate – TARGET2 form 2002](#)).

To settle in TARGET2 through the ASI an Ancillary System may use any combination of settlement procedures. For some settlement procedures a specific account may be needed to enable the settlement of operations in the ASI.

Specific ASI Accounts are RTGS accounts with the following properties:

- **AS Technical account:** This kind of account is for use in procedures 2, 3, 4, 5 and 6 interfaced. A technical account can be used in more than one of the above settlement procedures for an Ancillary System, except for procedures 4 and 5 where it must be dedicated to this procedure only. These accounts are always owned by the Ancillary System. Technical accounts can only be used for the settlement of Ancillary System operations and are not published in the TARGET2 directory. **If a technical account is required, form No 1000 “Main form for direct participant” needs to be filled in, in order to allow the technical set-up of the account in the Single Shared Platform.**
- **AS Mirror account:** This kind of account is mandatory for procedure 1 and 6 integrated and can also be used in procedure 3 and 6 interfaced. If it is used for model 6 interfaced, it is referred to as an “auto-collateral mirror account”. These accounts are always owned by the CB responsible for the Ancillary System. Nevertheless an Ancillary System can use these accounts and can manage them (e.g. it has access to all services attached to an account such as reception of acknowledgements, use of related Information and Control Module screens etc.) even if the owner is a CB. Mirror accounts can also be used instead of technical accounts for procedure 3 if a CB/Ancillary System does not wish to have several accounts. However a segregation of accounts for different usage is recommended. The BIC of a mirror account needs to be in the Payment Module CUG as payments can be directly addressed through the Payment Module Y-copy to this account.
- **AS Guarantee account:** this kind of account is used only in procedure 4 and 5 for the purpose of the optional guarantee mechanism. This account is owned either by the Ancillary System, the CB or “the guarantor” (the guarantor has to be a direct participant). **If a guarantee account is required, a form No 1000 “Main form for direct participant” needs to be**

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.1 Registration Ancillary System (AS) (Form No. 2000)

completed by the guarantor, in order to allow the technical set-up of the account in the Single Shared Platform.

In case of an Ancillary System, being also a Credit Institution, willing to act as a direct participant, it has to fill in the TARGET2 form 1000 “Main form for direct participants” in order to set up technically a participant with a normal RTGS account as any other direct participant.

	Field	Presence	Description
41	Procedure 1 – Liquidity Transfer	O	Checkbox to indicate whether the Ancillary System will use this procedure or not.
42	Account BIC for Procedure 1	C	Mandatory if the AS is using this procedure. The BIC is the BIC of the Mirror Account. The owner can only be the responsible Central Bank. If you do not know what to fill in, please contact the service desk of your responsible Central Bank.
43	Procedure 2 – Realtime Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not.
44	Account BIC	O	It is optional for procedure 2. If it is filled in, it must be with the BIC identifying the AS technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form No 1000 “Main form for direct participant” for the technical set-up of this account in the Payment Module.
45	Procedure 3 – Bilateral Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
46	Account BIC	O	It is optional for procedure 3. If it is filled in, it must be with the BIC identifying the AS technical/mirror account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form No 1000 “Main form for direct participant” for the technical set-up of this account in the Payment Module.
47	Procedure 4 – Standard Multilateral Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
48	Account BIC	C	Mandatory if the AS is using this procedure. It must be a dedicated technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form No 1000 “Main form for direct participant” for the technical set-up of this account in the PMPayment Module.
49	Guarantee Account BIC	O	The guarantee mechanism is optional. If it is used an AS Guarantee Account has to be opened. This field should be filled in with the BIC of the AS Guarantee account The owner (guarantor) can be <ul style="list-style-type: none"> the Ancillary System

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.1 Registration Ancillary System (AS) (Form No. 2000)

	Field	Presence	Description
			<ul style="list-style-type: none"> the responsible Central Bank of the Ancillary System a Credit Institution (direct participant) <p>In any event, the “guarantor” has to complete the form 1000 “Main form for direct participants” ” for the technical set-up of this account in the Payment Module.</p>
50	Procedure 5 – Simultaneous Multilateral Settlement	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
51	Account BIC	C	<p>Mandatory if the AS is using this procedure. It must be a dedicated technical account.</p> <p>Technical accounts are always owned by the Ancillary System. The AS has to fill a form No 1000 “Main form for direct participant” ” for the technical set-up of this account in the Payment Module.</p>
52	Guarantee Account BIC	O	<p>The guarantee mechanism is optional. If it is used an AS Guarantee Account has to be opened. This field should be filled with the BIC of the AS Guarantee account</p> <p>The owner (guarantor) can be</p> <ul style="list-style-type: none"> the Ancillary System the responsible Central Bank of the Ancillary System a Credit Institution (direct participant) <p>In any case, the “guarantor” has to complete the form 1000 “Main form for direct participants” ” for the technical set-up of this account in the Payment Module.</p>
53	Procedure 6 – integrated	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
54	Account BIC	C	<p>Mandatory if the AS is using this procedure.</p> <p>The BIC is the BIC of the participant holding the Mirror Account. This can only be the responsible Central Bank. If you do not know which BIC to fill in, please contact the service desk of your responsible Central Bank.</p>
55	Procedure 6 – interfaced	O	Checkbox to indicate whether the Ancillary System will use this procedure or not
56	Account BIC	O	<p>It is optional for procedure 6.</p> <p>If it is filled in, it has to be the BIC identifying the AS technical account. Technical accounts are always owned by the Ancillary System. The AS has to fill a form No 1000 “Main form for direct participant” ” for the technical set-up of this account in the Payment Module.</p>
57	Auto collateral Mirror Account BIC	O	<p>The BIC is the BIC of the participant holding the Mirror Account. This can be only be the responsible Central Bank. If you do not know which BIC to fill in, please contact the service desk of your responsible Central Bank.</p>

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.2. AS Settlement Banks (Form No. 2001)

5.2. Settlement Banks for Ancillary System (Form No. 2001)

The Ancillary System is connected to many Single Shared Platform participants which are the settlement banks of the Ancillary System. Depending on the settlement procedures, the Ancillary System uses either the RTGS accounts of its settlement Banks or dedicated sub accounts, or both. To assign the settlement Banks in general to the Ancillary System this form has to be completed by the Ancillary System.

If the Ancillary System will use a sub account of its settlement bank, the Settlement bank has to complete and forward the TARGET2 form 1014 to its responsible Central Bank.

In addition, if this form is for a new registration, a separate agreement has to be signed by both parties. Therefore TARGET2 form 2002 “Ancillary System Mandate” is mandatory in case of a new assignment.

The form consists of two frames, both of them are mandatory:

- Frame General Data
- Frame List of Settlement Banks

5.2.1. Frame General Data

	Field	Presence	Description
10	Name of Ancillary System (1 st line)	M	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
10	Name of Ancillary System (2 nd line)	O	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
10	Name of Ancillary System (3 rd line)	O	Entry text field for the name of the Ancillary System Only 35 characters are possible (35x)
11	Ancillary System Type	M	Using the combo box the applicant should select the type of Ancillary System. The following values are possible: <ul style="list-style-type: none">• Retail Payment System,• Large Value Payment System• Foreign Exchange System

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.2. AS Settlement Banks (Form No. 2001)

	Field	Presence	Description
			<ul style="list-style-type: none">• Money Market System• Clearing House• Securities Settlement System – integrated model• Securities Settlement System – interfaced model

5.2.2. Frame List of Settlement Banks

	Field	Presence	Description
12	Settlement Bank BIC	M	Entry Text field for the BIC of the direct Payment Module participant which would like to be a settlement bank in the Ancillary System.
13	Reference of related Agreement	M	A separate agreement between both parties is necessary. This field should contain the reference of the related form 2002. The reference field is in the header of each Single Shared Platform form.

5.3. Ancillary System Mandate(Form No. 2002)

In order to assign settlement banks to the Ancillary System this form is necessary to collect the agreements from each settlement bank.

The form consists of two frames, which conduces to identify both related parties. The frames are mandatory:

- Frame Ancillary System
- Frame Settlement Banks

5.3.1. Frame Settlement Bank

	Field	Presence	Description
10	Participant BIC	M	Entry Text field for the BIC of the direct Payment Module participant which would like to be a settlement bank of the Ancillary System.
11	Name of Participant (1 st line)	M	Entry text field for the name of the participant Up to 35 characters are possible (35x)
11	Name of Participant (2 nd line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)

PART B – Description of TARGET2 forms related to Ancillary Systems

5. Description of the TARGET2 forms for Ancillary Systems

5.2. AS Settlement Banks (Form No. 2001)

11	Name of Participant (3 rd line)	O	Entry text field for the name of the participant Up to 35 characters are possible (35x)
12	Responsible Central Bank	M	Combo box containing the Country Codes of the related responsible Central Bank

5.3.2. Frame Ancillary System

	Field	Presence	Description
20	Ancillary System BIC	M	Entry text field for the BIC of Ancillary System
21	Name of Ancillary System (1 st line)	M	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
21	Name of Ancillary System (2 nd line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
21	Name of Ancillary System (3 rd line)	O	Entry text field for the name of the Ancillary System Up to 35 characters are possible (35x)
22	Responsible Central Bank	M	Combo box containing the Country Code of the related responsible Central Bank.

PART C – Description of TARGET2 forms related to participants using Home Accounting Module only

6. Overview

As it is mentioned in TARGET2 UDFS Book2 chapter 12.1 (User Guide for Home Accounting Module) the Home Accounting Module manages accounts that can be held by two different kinds of users:

- Home Accounting Module account holders: Banks and other entities, according to the rules defined by the responsible Central Bank
- CB customer’s account holders: CB customers (correspondent and others) not allowed to open accounts in the Payment Module¹⁰

¹⁰ according to the TARGET Guideline

PART C – Description of TARGET2 forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.1 Main Form (No. 5000)

7. Description of TARGET2 forms for Home Accounting Module Account holders

This set of forms has been designed for those participants which are neither direct Payment Module participants nor indirect participants. In other words, this set of forms (5xxx) is to be used for the registration of participants which wish to use the Home Accounting Module without any other type of TARGET2 participation.

7.1. Main Form (Form No.5000)

7.1.1. Frame Legal Entity

The implementation of a Home Accounting Module account holder in the Single Shared Platform always requires the definition of a legal entity in the static data (prerequisite).

The legal entity is managed by the Central Bank as selected in the header of the form. All participants belonging to the same legal entity (at least one participant) are therefore managed by the same Central Bank.

Filling this frame is **mandatory** when registering a new participation as Home Accounting Module account holder.

	Field	Presence ¹¹	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be part of the BIC Directory
12	Legal Entity Name (1 st line)	M	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (2 nd line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (3 rd line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)

¹¹ M=Mandatory, O=Optional, C=Conditional

PART C – Description of TARGET2 forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.1 Main Form (No. 5000)

	Field	Presence ¹¹	Description
13	City	M	Entry text field for the city of the legal entity Up to 35 characters are possible (35x)

7.1.2. Frame Registration Participant

This frame of the Main Form provides general information on the Home Accounting Module Participant to be registered or updated. It consists of three sub frames:

- Sub frame: Address data
- Sub frame: Administrative data

The two sub frames are mandatory.

Sub frame Address data

Within this sub frame, the applicant Home Accounting Module account holder indicates its full name and address.

	Field	Presence	Description
21	Name of Participant (1 st line)	M	Entry text field for the name of the Home Accounting Module account holder. Up to 35 characters are possible (35x)
21	Name of Participant (2 nd line)	O	Entry text field for the name of the Home Accounting Module account holder Up to 35 characters are possible (35x)
21	Name of Participant (3 rd line)	O	Entry text field for the name of the Home Accounting Module account holder Up to 35 characters are possible (35x)
22	Street	O	Entry text field for the street of the Home Accounting Module account holder Up to 35 characters are possible (35x)
23	City	O	Entry text field for the city of the Home Accounting Module account holder Up to 35 characters are possible (35x)
23b	Country	O	Entry text field for the country of the Home Accounting Module account holder Up to 35 characters are possible (35x)

PART C – Description of TARGET2 forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.1 Main Form (No. 5000)

Sub frame Administrative data

	Field	Presence	Description
24	Participant Type	-	This field displays the participation type which can only be the value: <ul style="list-style-type: none">• Credit institution for the Home Accounting Module account holder.
24b	Type of Participation	-	This field displays the kind of Single Shared Platform participation with “Home Accounting Module only” as there is no participation in Payment Module.
25	Institutional (NACE) Sector Code	M	Entry text field for the Institutional Sector Code Please see table for Institutional Sector code provided in Annex 1

Sub frame SWIFT NET DN for Information and Control Module access

The sub frame “SWIFT NET DN for Information and Control Module access” is mandatory for the Home Accounting Module participant to get access to the information related to his Home Accounting Module account in the Information and Control Module, and to SFM and RMM related information if the responsible Central Bank has opted for this.

For further information:

- on the DN structure please see chapter [3.1.4 Frame Distinguished Names](#) related to direct participation
- on the Information and Control Module access for Home Accounting Module please see Information and Control Module User Handbook 1, chapter 2.2 Information and Control Module access to Home Accounting Module

	Field	Presence	Description
31	Actor Type	-	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none">• Participant
32	O=SWIFT	-	Displays the root level
32b	O=	M	This text field for the BIC-8 of the DN (organisation level) is mandatory.
33	OU=	O	Entry text field for the organisational unit level (optional) At least one entry is mandatory (33). More than one entry is possible (33b-33h).

PART C – Description of registration forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.2 Sub Forms

7.2. Sub Forms

7.2.1. SWIFT NET DN for Information and Control Module Access (Form No. 5012)

A user should fill in this TARGET2 form, when an additional SWIFT NET DN registration for Information and Control Module access is necessary.

The user is able to forward as many sub forms (No. 5012) as necessary.

	Field	Presence	Description
31	Actor Type	-	Using the combo box the user can select the actor type according the value: <ul style="list-style-type: none">Participant
32	O=SWIFT	-	Displays the root level
32b	O=	M	This text field for the BIC-8 of the DN (organisation level) is mandatory.
33	OU=	O	Entry text field for the organisational unit level (optional) More than one entry is possible (33b-33h).

7.2.2. Static data for Home Accounting Module (Form No. 5100)

Provided that the responsible Central Bank has decided to use this optional Module the applicant Home Accounting Module participant has the possibility to forward the TARGET2 forms related to Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your National Central Bank or consult its National Migration Profile.

The applicant Home Accounting Module participant should use this TARGET2 form to request the opening (modifying, deleting) of a Home Accounting Module account.

The TARGET2 form consists of two frames and two sub frames

- Frame Registration for Home Accounting Module
 - Sub frame Home Accounting Module Account
 - Optional Message Types

PART C – Description of registration forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.2 Sub Forms

- Frame Co-Managed Home Accounting Module account

Frame Registration for Home Accounting Module

Sub frame Home Accounting Module Account

	Field	Presence	Description
10	Account BIC	C	Entry field for the BIC-11 which identifies the Home Accounting Module account. It is the same as the BIC in the Header of the form. This BIC can be a non-SWIFT BIC.
11	Account Type	M	“Normal Home Accounting Module account” is the only possible value in this field
12	Account Number	M	Entry text field for the Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB if “new”.</i>

Sub frame Optional Message Types

	Field	Presence	Description
13	Advice for Debits on Home Accounting Module Account (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
14	Advice for Credits on Home Accounting Module Accounts (MT910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
15	MT 202 in case of Liquidity Transfer	O	The applicant Home Accounting Module participant can decide whether to receive a Home Accounting Module Notification in case of liquidity transfer or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
16	Balance Report	O	Balance Report is optional. If the checkbox is unchecked it means “no balance report required”. If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values: - MT 940

PART C – Description of registration forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.2 Sub Forms

	Field	Presence	Description
			- MT 950
17	BIC used for notification	O	This optional field can be used to identify the BIC used for Home Accounting Module notifications (MT900, MT910, MT202, MT940 or MT950). In general it should be the BIC as defined in the field 10. However it could be a different BIC (for example, in case Account BIC in field 10 is not a SWIFT BIC).

Frame Co-Managed Home Accounting Module Account

If the Home Accounting Module account will be co-managed by another direct participant acting as Co-Manager

- this frame must be filled
- and in addition the form “1102 Co-Management Agreement” have to be filled,

otherwise it is not mandatory.

	Field	Presence	Description
20	Co-managed Home Accounting Module account	O	The applicant Home Accounting Module participant confirms his intention to use the co-management functionality using this checkbox.
21	BIC of the co-manager	C	Entry text field. To be filled with the BIC-11 of the co-manager
22	Responsible CB of the co-manager	C	Using this combo box the Home Accounting Module participant can select the country code of the responsible Central bank for the co-manager.
23	Advice for Co-manager for Debits on Co-managed Home Accounting Module Account (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
24	Advice to Co-manager for Credits on Co-managed Home Accounting Module Account (MT910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.

PART C – Description of registration forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.2 Sub Forms

	Field	Presence	Description
25	Balance Report to Co-manager	O	<p>Balance Report is optional. If the checkbox is unchecked it means “no balance report required”.</p> <p>If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values:</p> <ul style="list-style-type: none">- MT 940- MT 950

PART C – Description of registration forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.2 Sub Forms

7.2.3. TARGET2 forms for Standing Facilities (Form No. 5200)

The choice to opt for a standardised Standing Facilities (SF) Single Shared Platform module or to keep a proprietary one is left to each Central Bank. For further information please refer to UDFS book 2, chapter 12.3 User Guide for Standing Facilities (Module) (SF).

	Field	Presence	Description
10	Type of account for Settlement of SF operations	M	For a Home Accounting Module participant the type of account to be used for the settlement of SF operations can only be a Home Accounting Module account.
11	Account Number for Overnight Deposit	-	Account number to identify the account which will be used for overnight deposits and related interest payments. The overnight deposit function is available also for out countries. The entry is made by the responsible Central Bank in case of “new”.
12	Account Number for Marginal Lending	-	Account number to identify the account which will be used for marginal lending. The marginal lending function is not available for out countries. The entry is made by the responsible Central Bank for “new”.
13	Allowed for Standing Facilities in EMU	-	The checkbox is used by the responsible Central Bank. This attribute is related to the possibility for the applicant participant to use Standing facilities in EMU.

7.2.4. TARGET2 form for Reserve Management (Form No. 5300)

This TARGET2 form enables the applicant participant to forward the relevant information required for the Reserve management module to its Central Bank. For further information please refer to UDFS book 2, chapter 12.2 User Guide for Reserve Management (Module) (RM)

This form should be filled if the applicant participant is subject to the minimum reserve requirements and belonging to a Central Bank which has opted for the Reserve Management Module. The applicant participant subject to the minimum reserve requirements has the following possibilities:

- It can manage its minimum reserves directly on its Home Accounting Module account. In that case the participant is its own reserve maintainer and management of the minimum reserves is “direct”.

PART C – Description of registration forms related to participants only using Home Accounting Module

7. Description of the TARGET2 forms for Home Accounting Module Account holders

7.2 Sub Forms

- Or it can deposit the funds needed to meet its minimum reserve requirements on another account in the Home Accounting Module, Payment Module or PHA which is also subject to the minimum reserve requirements and held at the same Central Bank. In that case the participant is different from the reserve maintainer (BIC of Intermediary) and management of minimum reserve is “indirect”.
- Or it can manage its reserves in a “pool of reserve” where funds for the reserve requirements are pooled among a group of participants (managed by same CB). One of the participants in the group is designated as the group leader and it is its Home Accounting Module or Payment Module account on which interest or penalties for the whole pool will be settled. In that case for each participant of the group the reserve maintainer is the group leader (BIC of MFI Leader). The management of minimum reserve is “pool”.

	Field	Presence	Description
10	Management of Minimum Reserve	M	Using the combo box the applicant participant should select the respective entry which describes how the participant manages its minimum reserve requirements. The values are <ul style="list-style-type: none">• Direct• Indirect• Pool
11	Source of Minimum Reserve	M	Using the combo box the applicant participant should indicate the source of its minimum reserves. The values are: <ul style="list-style-type: none">• RTGS• Home Accounting Module• PHA Obviously, for direct management of minimum reserve it can only be Home Accounting Module.
12	BIC of Intermediary	C	This field is mandatory if management of the minimum reserves is “indirect”. It indicates the BIC of the reserve maintainer, e.g of the participant or PHA account maintaining the minimum reserves for the participant described in the current record.
13	BIC of MFI Leader	C	This field is mandatory if management of the minimum reserves is “pool”. It indicates the BIC of the respective MFI Leader.

PART C – Description of registration forms related to participants only using Home Accounting Module

8. Description of the TARGET2 forms for CB Customers

8.1 Main Form (Form No. 6000)

8. Description of the TARGET2 forms for CB Customers

8.1. Main Form (Form No.6000)

8.1.1. Frame Legal Entity

The addition of a CB Customer to the Single Shared Platform always requires the definition of a legal entity in the static data (prerequisite). The CB Customer is identified by a BIC and the country code of the responsible CB. Therefore a CB Customer can be registered with the same BIC-11 through a different CB. However, only one relationship (the preferred one) will be published in the TARGET2 directory. The entry of the legal entity is only necessary for the first registration.

Filling this frame is **mandatory** when registering a new participation as CB Customer.

	Field	Presence ¹²	Description
11	Legal Entity BIC	M	Entry text field for the BIC-11 of the legal entity The Legal Entity BIC must be part of the BIC Directory
12	Legal Entity Name (1 st line)	M	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (2 nd line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
12	Legal Entity Name (3 rd line)	O	Entry text field for the name of the legal entity Up to 35 characters are possible (35x)
13	City	M	Entry text field for the city of the legal entity Up to 35 characters are possible (35x)

¹² M=Mandatory, O=Optional, C=Conditional

PART C – Description of registration forms related to participants only using Home Accounting Module

8. Description of the TARGET2 forms for CB Customers

8.1 Main Form (Form No. 6000)

8.1.2. Frame Registration Participant

This frame of the Main Form provides general information on the CB customer Participant to be registered or updated. It consists of two sub frames:

- Sub frame: Address data
- Sub frame: Administrative data

The two sub frames are mandatory.

Sub frame Address data

Within this sub frame, the applicant CB Customer indicates its full name and address.

	Field	Presence	Description
21	Name of Participant (1 st line)	M	Entry text field for the name of the CB Customer. Up to 35 characters are possible (35x)
21	Name of Participant (2 nd line)	O	Entry text field for the name of the CB Customer Up to 35 characters are possible (35x)
21	Name of Participant (3 rd line)	O	Entry text field for the name of the CB Customer Up to 35 characters are possible (35x)
22	Street	O	Entry text field for the street of the CB Customer Up to 35 characters are possible (35x)
23	City	O	Entry text field for the city of the CB Customer Up to 35 characters are possible (35x)
23b	Country	O	Entry text field for the country of the CB Customer Up to 35 characters are possible (35x)

Sub frame Administrative data

Within this sub frame the applicant CB customer indicates which kind of participation is requested and provides information required for the TARGET2 directory.

	Field	Presence	Description
24	BIC published	M	Control field which identifies if the mentioned Participant BIC should be published in the TARGET2 Directory or not. <ul style="list-style-type: none">• Participant BIC should not be published – control field should not checked

PART C – Description of registration forms related to participants only using Home Accounting Module

8. Description of the TARGET2 forms for CB Customers

8.1 Main Form (Form No. 6000)

	Field	Presence	Description
			<ul style="list-style-type: none">Participant BIC should be the published – control field should checked <p>Note: Whereas a CB customer could be registered with several CBs with the same BIC-11, only one relationship (the preferred one) can be published in the TARGET2 directory</p>
25	Participant Type	M	This field displays the participation type which can only be the value: <ul style="list-style-type: none">CB Customer
25b	Type of Participation	M	This field displays the kind participation with “Home Accounting Module only” as there is no participation in Payment Module..
26	Institutional Sector Code	M	Entry text field for the Institutional Sector Code Please see table for Institutional Sector code provided in Annex 1

PART C – Description of registration forms related to participants only using Home Accounting Module

8. Description of the TARGET2 forms for CB Customers

8.2 Sub Forms

8.2. Sub Forms

8.2.1. Form for Home Accounting Module (Form No. 6100)

To be registered as a CB customer in the Single Shared Platform it is necessary that the responsible Home Central Bank has decided to use the Home Accounting Module. Furthermore it is mandatory for the applicant CB Customer to forward the completed TARGET2 forms related to Home Accounting Module which are described in the following chapters. For further information on operations that can be settled via a Home Accounting Module account, please contact your National Central Bank or consult its National Migration Profile.

The applicant participant should use this TARGET2 form to request opening (modifying, deleting) a Home Accounting Module account. One CB customer is allowed to open several accounts in the Home Accounting Module with the same BIC-11 but with different Central Banks.

The TARGET2 form consists of two frames and two sub frames

- Frame Static data for Home Accounting Module
 - Sub frame Home Accounting Module Account
 - Optional Message Types

Frame Static data for Home Accounting Module

Sub frame Home Accounting Module Account

	Field	Presence	Description
10	Account BIC	C	Entry field for the BIC-11 which identifies the CB customer's Home Accounting Module account if different than the Home Accounting Module participant BIC indicated in the Header. This BIC can be a non-SWIFT BIC.
11	Account Type	M	"CB customer" is the only possible value in this field
12	Account Number	M	Entry text field for the CB customer's Home Accounting Module account number. The first two characters are the Country Code of the respective Central Bank and the maximum length is 34 characters. <i>To be filled by CB in case of "new".</i>

Sub frame Optional Message Types

PART C – Description of registration forms related to participants only using Home Accounting Module

8. Description of the TARGET2 forms for CB Customers

8.2 Sub Forms

	Field	Presence	Description
20	Co-managed Home Accounting Module account	O	The applicant Home Accounting Module participant confirms his intention to use the co-management functionality using this checkbox.
21	BIC of the co-manager	C	Entry text field. To be filled with the BIC-11 of the co-manager
22	Responsible CB of the co-manager	C	Using this combo box the Home Accounting Module participant can select the country code of the responsible Central bank of the co-manager.
23	Advice for Co-manager for Debits on Co-managed Home Accounting Module Account (MT 900)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for debits on Home Accounting Module account (MT 900) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
24	Advice to Co-manager for Credits on Co-managed Home Accounting Module Account (MT910)	O	The applicant Home Accounting Module participant can decide whether to receive an advice for credits on Home Accounting Module account (MT 910) or not by using the check box. If the checkbox is ticked it means “Yes”, if it is not ticked it means “No”.
25	Balance Report to Co-manager	O	Balance Report is optional. If the checkbox is unchecked it means “no balance report required”. If Balance report is checked, the Combo box to indicate option for balance report on the RTGS account can be used with one of the following values: - MT 940 - MT 950

9. Annexes

9.1 Annex 1

9. Annexes

9.1. Annex 1: Institutional Sector Codes

The following table provides the Institutional Sector Codes

Sectors and sub-sectors		Public	National Private	Foreign Controlled
Non-financial corporations	S.11	S.11001	S.11002	S.11003
Financial corporations	S.12			
Central Bank	S.121			
Other monetary financial institutions	S.122	S.12201	S.12202	S.12203
Other financial intermediaries, except insurance corporations and pension funds	S.123	S.12301	S.12302	S.12303
Financial auxiliaries	S.124	S.12401	S.12402	S.12403
Insurance corporations and pension funds	S.125	S.12501	S.12502	S.12503
General government	S.13			
Central government	S.1311			
State government	S.1312			
Local government	S.1313			
Social security funds	S.1314			
Households	S.14			
Employers (including own account workers)	S.141+S.142			
Employees	S.143			
Recipients of property incomes	S.1441			
Recipients of pensions	S.1442			
Recipients of other transfer incomes	S.1443			
Others	S.145			
Non-profit institutions serving households	S.15			
Rest of the world	S.2			
The European Union	S.21			
The member countries of the EU	S.211			
The institutions of the EU	S.212			
Third countries and international organisations	S.22			

9.2. Annex 2: Frequently asked questions

Q: Are there specific formatting rules for fields (I) “reference” and (J) “related reference” in the form header?

A: There is no specific formatting rule. The content of those fields is left to participants. Nevertheless participants are invited to use meaningful references that allow identifying easily all forms and sub forms belonging to the same package (e.g. BNPA-1012-20070312). As regards “related reference”, the idea is to use it in when submitting a form for modification or deletion and to recall the reference of the original form.

Q: By which entity the contact details (form No 1015) will be visible?

A: Contact details will be visible in the ICM by all Central Banks and participants, regardless of which banking community they belong to.

Q: What is the procedure for creating a technical account for an ancillary system? And what about a mirror account?

A: A technical account for AS is a special type of RTGS account. If this type of account is needed, the AS will have to fill a form No 1000 – Main form for direct participant – indicating that the account type is “technical” and the participant is “Ancillary System”.

Q: Who should fill in the form 1018 “mandate for direct debit”?

A: This form should be filled in and signed by the debtor, i.e. the account holder of the RTGS account which is to be debited by the mean of MT204 issued by another direct participant which has to be indicated in the form.

Q: Considering that indirect participants do not have access to ICM, what is the purpose of form 4012 “DN for ICM access”?

A: This form is to be used in the specific case where the indirect participant also needs to open a HAM account. In such a case the access to the ICM would be required.

Q: As a Central Bank, which version of Acrobat do I need?

A: Central Banks must have Adobe Acrobat Professional. Without this version they would not be in a position to customise the forms.

Q: As a participant, which version of Adobe Acrobat do I need?

A: Participants simply need Adobe Acrobat Reader to download, open, complete the form electronically on their PC and print it. If they also wish to save the filled form on their PC, they must have the Professional version.

Q: Can I use special accents in my SSP forms?

A: The SSP is using the standard character set. This means that accents cannot be entered as static data. If you are using accents in your SSP forms, they will be ignored when loaded in the static data module via ICM.

Q: What is the purpose of the data “sector code” (e.g. field 27 of form No. 1000)?

A: This field is used for NACE sector code for regulatory purposes. The list of available codes is provided in annex 1 to this User Guide for SSP registration.

Q: Can I create new function titles for the field 11 in form 1015?

A: No. Values are pre defined at SSP level and it is not possible to create ad-hoc ones. You have to choose the function within the list of available ones.

Q: Do I have to indicate contact details for all available functions?

A: No. You are free to enter one or more contact details. Nevertheless specifying contact details for all available titles might help routing more efficiently requests from third parties.

9.3. Annex 3: Glossary