OeKB CSD CUG

Subscription guideline for a participant

Version 4.0 – July 2016

Legal Notices

Copyright

Confidentiality

Trademarks

IMPORTANT

SWIFT refers herein to S.W.I.F.T. SCRL, having its registered address at avenue Adèle 1, 1310 La Hulpe, in Belgium.

When finalised and agreed by both parties, this document will, upon the placing of an e-order on SWIFT.com, form part, together with SWIFT Consulting Terms and Conditions, of the overall agreement between the parties.

Table of Contents

1- How to subscribe to OeKB CSD FIN-CUG at SWIFT as Bank Institution?

Main steps to join to the Service

a) **Go to SWIFT Web page** www.swift.com
b) **From main page select « Ordering & Support»**
c) **From «Ordering & Support » page, select " Ordering"**
d) **From «Ordering» page, select "Order, Products & Services"**
e) **From "Order, Products & Services", select "All"**
f) **From "All", select the letter "M"**
g) **Select Market Infrastructure**
h) **In the search field, please enter OCSDATWW**

Subscribe to a Market Infrastructure

A Market Infrastructure is a system administered by a public organisation or other public instrumentality, or a private and regulated association or entity, that provides services to the financial industry for trading, clearing and settlement, matching of financial transactions, and depository functions.

> Read more about Market Infrastructure

Q OCSDATWW ✕	
OEKB CSD GMBH (BIC : OCSDATWW)	
OeKB CSD - OEK (Live)	Subscribe
OeKB CSD - OEK (Test)	Subscribe

From here you can start the registration to test (UAT) and live services

i) **Shortcut to reach test and live services**

OEKB CSD (OCSDATW2)	
OEKB CSD (Live)	Subscribe
OEKB CSD (Test)	Subscribe

Don't forget that you have to join test and live separately.

2-   Subscription steps?

2.1   Pre-requisite

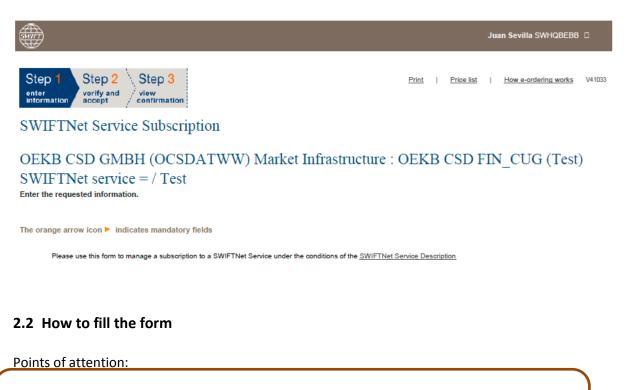To do the registration you must have a swift.com account with the correct profile.

If you don't have an account or you don't know if you are authorised to place orders, we invite you to contact your swift.com Administrator.

2.1 Registration to the Test service

OEKB CSD (Test)	Subscribe

Hereafter, you will find an example on how to complete the form.

-   When you select the test subscription link, the system invites you to enter your account and password.

-   As soon as it is done, you can see the registration form

2.2 How to fill the form

Points of attention:

Orange arrow ▶ means that this filed must be filled in

Please use default values excepted when it is explained differently on this document.

Customer Information

This section is prefilled with data related to BIC code

Registered customer information			
Full legal name	⑦	SOCIETY FOR WORLDWIDE INTERBANK FINANCIAL TELECOMMUNICATION SCRL	1.01
BIC8	⑦	SWHQBEBB	1.02
The name with which you registered yourself on swift.com.	⑦	Juan Sevilla	1.03
Registered e-mail	⑦	juan.sevilla@swift.com	1.04
Registered telephone	⑦	+32 26553262	1.05
		Update user profile	1.06

Consulting Services and Training Options

This section gives you the possibility to request assistance from SWIFT Training and/or Consulting.
Tick the box if you want to be contacted by SWIFT.

Consulting Services and Training Option	
Please indicate if you would like to get assistance from SWIFT Training and/or Consulting Services for the implementation of this SWIFTNet service.	
☐ I want to be contacted by SWIFT to further discuss my Training and Consulting Services requirements.	2.01

Institution that you order for

Question 3.01: please enter the reference that SWIFT has to use on the bill related to this Service.

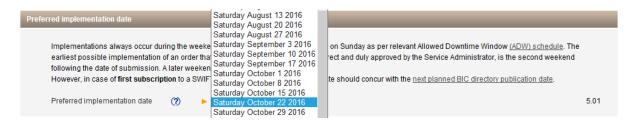| Order information				
Your own Purchase Order Reference	⑦	▶	your refer	3.01
Sales partner	⑦	▶	S.W.I.F.T. SCRL ⌄	3.02
SWIFT commercial quotation reference	⑦			3.03
SWIFT account manager email address	⑦		your account manager @swift.com	3.04

Institution that you order for

This field displays by default the BIC8 of the institution of which you are a registered user. However,
if you are ordering on behalf of another customer you must select their BIC8 from the list.

Institution that you order for				
BIC	⑦	▶	OCSDATWW ⌄	4.01

Preferred implementation date

In the drop-down list select the date of **October 22, 2016**, to be able to run tests as of 1st of November 2016

Bulk Ordering

For all institution with more than one BIC (under the prime BIC), this invite will be presented.
The institution has the possibility to register more than one BIC to the service.
The recommendation is to take the same BIC as selected on point 4.01

FIN Service Configuration

I invite you to keep the information presented by default.

On point 6.02, the Test&Training destination of the BIC selected on point 4.01 has to choice in the drop-down list.

Forms validation and submission

As next step, you have the validation of the form by selecting the continue button.

If everything is ok the system invites you to confirm your request.

Terms and Conditions

Use of this ordering service is subject to the <u>SWIFT Ordering Service - Terms and Conditions</u>. SWIFT will process any personal data you provide according to the <u>SWIFT Privacy Statement</u>. The provision and use of the ordered service or product above are subject to the <u>SWIFT General Terms and Conditions</u>.

Order history

User	Status	Time of change
No history found		

✕ cancel ▶ Save as draft ▶ Continue

SWIFT © 2009

Privacy statement   Terms of use   Contacts   Feedback   Sitemap

Confirmation

When the submission is done, SWIFT sends you back a confirmation email with reference order.

Please be sure that you received both confirmations.

▶ ☐ Tick here to confirm your order details and to accept the terms and conditions above. Then click 'Order Now'.

◀ BACK ▶ Save as draft ▶ Order now

SWIFT © 2009

Privacy statement   Terms of use   Contacts   Feedback   Sitemap

2.3 Registration to the live service

OEKB CSD (Live)	Subscribe

The Live registration process is exactly the same as for Test.

Points of attention

On point 5.01:

In the drop-down list select the date of **November 19, 2016**, to be ready for the Go-Live planned for 26 of November 2016

On point 7.02, you have to select the live BIC, same as choice on 4.01