CCF/CCF-II/MDH Transmission Guides

16.12 Investors Voluntary Redemption and Sales (IVORS) via CCF: IVRDAY, IVRDA2, IVRDA3, and IVREOD Function User's Guide:

The Depository Trust Company   **April 2007**

Document History: Adjusted section 3.2 -- Added position, 404 (Transaction Type).

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1 Objectives of This Chapter

The objectives of this chapter are to:

- Give an overview of the Investors Voluntary Redemption and Sales System (IVRDAY, IVRDA2, IVRDA3, and IVREOD) function.
- Illustrate the formats of the required records.

2 The IVRD Function: Overview

The DTC IVRDAY, IVRDA2, IVRDA3 functions and the IVREOD function give the User/Participant the ability to request Investors Voluntary Redemption and Sales records from DTC. This function is being offered over CCF. This is a combined User's Guide describing IVORS for CCF. Users who communicate with DTC via CCFUSER software should read the CCF User's Guide.

2.1 The IVRDAY, IVRDA2, IVRDA3, and IVREOD Functions

Investors Voluntary Redemption and Sales system supplies the Transfer Agents and sponsors with information on all pending IVOR transactions entered that day via CCF. The Transfer Agent or sponsor will then use the transmission for informational purposes only. The Transfer Agent or sponsor will not modify or retransmit this information back to DTC.

The Transfer Agent or sponsor then will supply detail information for settlement and transmit the record back to DTC. Record fields that can be edited are Settlement Date, Transaction Type, Buy Back/Redeem Decision, Bid Price per Unit and Accrued Interest per Unit. Each one of the edit fields has a corresponding change indicator field which must be changed from "N" to "Y" when modifying the corresponding edit field. DTC will bypass any edit field that does not have its corresponding change field updated to "Y".

2.2 Modes of Transmission

IVRDAY, IVRDA2, IVRDA3, and IVREOD files are available via CCF. Users requesting IVRDAY, IVRDA2, IVRDA3, or IVREOD via CCF receive a file consisting of a CCF Header Record followed by the IVRDAY, IVRDA2, IVRDA3, or IVREOD Detail Records. The formats for the CCF Header Record, and the IVRDAY, IVRDA2, IVRDA3, and IVREOD Detail Records are described in the following sections.

2.3 Availability

Note: All times are Eastern Time.

- The IVRDAY function is normally available from approximately 12:30 p.m.
- The IVRDA2 function is normally available from approximately 2:30 p.m.
- The IVRDA3 function is normally available from approximately 4:40 p.m.
- The IVREOD function is normally available from approximately 6:45 p.m.

2.4 Holiday Processing

Describe the availability of processing for the various types of holidays that DTC is subject to.

- All Closed–Banks, Exchange and DTC closed: (New Year's Day, President's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day). No processing and the file will not be available.
- Banks Closed, Exchange Open and DTC Open (Columbus Day, Veterans Day). Normal processing and file availability.
- Banks Open, DTC Open, Exchange Closed (Good Friday). Normal processing and file availability.
- Exchange Open, Banks and DTC Closed (Martin Luther King Day). Normal processing and file availability.

3   Record Formats

3.1   Standard ICM Transaction Header

The first 26 bytes of each record returned contains the following standard ICM header information:

<table>
<tr><td colspan="5" align="center">Standard ICM Transaction Header</td></tr>
<tr><th>Position</th><th>Length</th><th>Format</th><th>Field Name</th><th>Field Contents</th></tr>
<tr><td>1</td><td>1</td><td>Character</td><td>Feedback Indicator</td><td>*   (asterisk) to indicate an output message.</td></tr>
<tr><td>2</td><td>1</td><td>Character</td><td>Production/Test Indicator</td><td>P   = Production.
T   = Test.</td></tr>
<tr><td>3</td><td>6</td><td>Character</td><td>Record Type</td><td>IVRDAY, IVRDA2, IVRDA3, or IVREOD.</td></tr>
<tr><td>9</td><td>2</td><td>Numeric</td><td>Record Suffix</td><td>01</td></tr>
<tr><td>11</td><td>2</td><td>Numeric</td><td>Version Number</td><td>Indicates which version of the data record formats are being used; the value for Phase I is always 01.</td></tr>
<tr><td>13</td><td>6</td><td>Character</td><td>Filler</td><td>DTC use only; do not use.</td></tr>
<tr><td>19</td><td>8</td><td>Character</td><td>Addressee</td><td>The entity on behalf of whom the transaction is being processed.</td></tr>
</table>

3.2 IVRDAY/IVREOD Detail Record

The format of the IVRDAY, IVRDA2, IVRDA3, and IVREOD Detail Records is described below.

Note: The 26-byte Standard Transaction Header always precedes the Detail Record and is described in section 3.1 on page 3.

Position	Length	Format	Field Name	Field Contents
			Investors Voluntary Redemption and Sales	
Position	**Length**	**Format**	**Field Name**	**Field Contents**
27	15	Character	Transaction Identifier	*ccyymmddxxxxxxx* Trade date + entry sequence number.
42	12	Numeric	CUSIP Number	Position 1–2 US Position 3–11 9-character CUSIP ID Position 12 0.
54	40	Character	Security Name	Name of security.
94	6	Numeric	Status Code	Six-digit code to indicate the status of a transaction.
100	34	Character	Status Description	Description of the transaction's status.
134	14	Numeric 9(9)V9(5)	Share Quantity	Face value of the security.
148	8	Character	Trade Date	*Ccyymmdd* Date on which the transaction was entered.
156	8	Character	Settlement Date	*Ccyymmdd Date of final settlement.*
164	1	Character	Settlement Date Change Indicator	Indicates the settlement date has been modified for update; Y or N.
165	8	Character	Participant Number	Participant ID.
173	20	Character	Participant Name	Participant name.
193	8	Character	Sponsor Number	Sponsor's ID.
201	20	Character	Sponsors Name	Sponsor's name.

			Investors Voluntary Redemption and Sales	
Position	Length	Format	Field Name	Field Contents
221	8	Character	TA Number	Transfer Agent's ID.
229	8	Character	TA's Participant Number	TA's Participant ID.
237	20	Character	TA's Participant Name	TA's Participant Name.
257	2	Character	Transaction Type	RC Redeem in cash. RI Redeem in kind. SC Sale to sponsor.
259	1	Character	Transaction Type Change Indicator	Indicates the transaction was modified for update; Y or N.
260	1	Character	Buy Back/Redeem Decision	Indicates the Buy Back/Redeem decision was modified for update.
261	1	Character	Buy Back/Redeem Decision Change Indicator	Indicates that the Buy Back/Redeem decision was modified for update; Y or N.
262	15	Numeric 9(9)V9(6)	Bid Price per Unit	
277	1	Character	Bid Price Indicator	Indicates the Bid Price was modified for update; Y or N.
278	15	Numeric 9(9)V9(6)	Accrued Interest per Unit	
293	1	Character	Accrued Interest per Unit Change Indicator	Indicates that the Accrued Interest per Unit was modified for update; Y or N.
294	13	Numeric 9(11)V99	Settlement Amount	
307	1	Character	Bypass Settlement	Flag to indicate the settlement has to be passed or not; Y or N.
308	8	Character	Last Maintenance Date	*ccyymmdd*.

Investors Voluntary Redemption and Sales				
Position	Length	Format	Field Name	Field Contents
316	78	Character	Transaction comments	Transaction comments.
394	10	Character	Filler	DTC use only; do not use.
404	1	Character	Transaction Type	Indicates type of record: T = Transfer Agent. S = Sponsor.
405	96		Filler	DTC use only; do not use.

4 CCF Tape Backup Procedure

If Users are not able to retrieve data via CCF because of modem or telephone line equipment failure at their site, and the data is critical, Users must call DTC Customer Support Center to specify the data type desired, and make arrangements to have a magnetic tape picked up via messenger.

When the magnetic tape is created by DTC, it has the following format:

For CCF Users

- Non-labeled

- 1600/6250 bpi

- RECFM = VB

- LRECL = 1504

- BLKSIZE = 1508

The tape will contain the data in exactly the same format as it would have been received at the User's computer site. CCF Users must use CCFDTFDB to deblock the tape.

If the User is unable to pick up a magnetic tape at DTC (as in the case of regional Participants), their alternative at the present time is to wait until their equipment problems are resolved or fall back to an alternative method of communication such as PTS. If they are resolved within the same day, and the function is available, they can receive the function normally.

If the problems are not quickly resolved, DTC, using a backup procedure for delivering non-current data, can make the User's data available to them anytime within the next five business days. This data is spooled out to the data base using a special data type name ("SPECx", where "x" is a one-character numeric) and must be requested by the User using this data type name.