



<b>B #:</b>	0061-14
<b>Date:</b>	January 17, 2014
<b>To:</b>	All Clients
<b>Category:</b>	Operations
<b>From:</b>	Asset Services – Corporate Actions Transformation Product Management Team
<b>Attention:</b>	Managing Directors/Vice Presidents/Managers/Supervisors
<b>Subject:</b>	Training Plan for Transition to Corporate Actions Web (CA Web)

As DTCC’s corporate actions transformation initiative continues to move forward, we are committed to ensuring that all clients are well prepared for the mandatory transition to the Corporate Actions Web (CA Web) beginning in June 2014. At that time, the following PTS functions and equivalent PBS functionality for Distribution event types will be replatformed on the CA Web:

EDS, DIVA, DAWN, SDAR, DPAL, PIAR, ADJI, DUEB, TAXI, BOOK

DTCC offers a comprehensive training plan set forth below for clients to gain an understanding of the ISO 20022 data model and competency in use of the CA Web application.

### **Training Plan**

- November 2013 – June 2014: Follow the “CA Web Learning Path” set forth in the Corporate Actions Transformation Learning Center.
  - Review the ISO 20022 data model Quick Tip
  - View the instructional webcasts on CA Web functionality for Announcements, Instructions, Entitlements and Allocations
  - Attend Q&A sessions
  - Take the competency quiz
- January 2014 through June 2014: Attend the monthly industry calls to see live demonstrations of CA Web functionality and presentations that will keep you informed of key deadlines.

Registration details and agendas for the calls are sent monthly to individuals on the Corporate Actions Transformation distribution list. If you haven’t already added your name to the list and would like to receive invitations to the calls, email [CATransformation@dtcc.com](mailto:CATransformation@dtcc.com). If you previously received an invitation for an industry call, your name is already on the distribution list. Registration is required for each monthly call.

- January 2014 through April 2014: Gain production access to CA Web for Announcements and begin familiarizing yourself with its navigation and the new data model.

**(Note: Entitlements for browser access will be granted from January through April 2014. Your relationship manager will contact you in advance of your start date.)**

- February 2014 through June 2014: Using the CA Web Simulator, practice submitting Instructions via the CA Web and familiarize yourself with functionality for Entitlements, Allocations and Adjustments. The CA Web Simulator will be available on the Learning Center.
- June 2014: Test during the parallel production period when clients will be given view only access to CA web lifecycle functionality in production – Entitlements, Allocations and Adjustments.

(Note: Instructions cannot be submitted in CA Web until the parallel period ends and the Instructions functionality is fully deployed to production in June. Until that time, clients must use the PTS/PBS EDS function to submit instructions.)

### **Accessing the Corporate Actions Transformation Learning Center**

Clients can access the Corporate Actions Transformation Learning Center at <https://dtcclearning.com/learning/assetservices/>

#### **To register for the Asset Services Learning Center:**

1. Go to <https://dtcclearning.com/learning/assetservices>
2. On the right hand side of the page, click **Create account**
3. Fill out the required fields and click **Register**.
4. You will receive an email from DTCC acknowledging your registration request. A subsequent email will follow within one business day confirming approval of your registration.

If you have questions or need support accessing the Learning Center, please contact the Customer Support Center (CSC) via the hotline at (888) 382 2721 option 1, option 3 or email at [csc@dtcc.com](mailto:csc@dtcc.com).

Questions about the Corporate Actions Transformation initiative can be directed to your Relationship Manager, DTC's Client Account Representative Team (CART) at 212-855-4270 or the CA Transformation mailbox at [CATransformation@dtcc.com](mailto:CATransformation@dtcc.com).

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