

# PFI Advisory

October 12, 2006

## Special Attention:

PFI's MPF<sup>®</sup> Supplemental Mortgage Insurance Management, MPF Repurchase Management, MPF Servicing Management, MPF Custody Management and Origination Management

## Subject: eMPF Website System Release Version 3.2.5

Effective in November 2006, the MPF Program will upgrade the system that supports the eMPF<sup>®</sup> website. The new version of the system does not result in any new eMPF website data fields or screens for PFIs to complete. The only changes visible to PFIs will be new features that improve the way loans are credit enhanced, funded and serviced. This PFI Advisory highlights some of the features that we want to bring to your attention. For the details on all of the new features of the eMPF website, refer to the eMPF 3.2.5 User Manual (Revised October 2, 2006) on the following websites:

- [fhlbmpf.com](http://fhlbmpf.com) and [fhlb-mpf.com](http://fhlb-mpf.com); click on eMPF Information (in the left margin), eMPF User Manuals and View the eMPF User Manual – Future
- eMPF Website; click on Help Center (in the right hand corner of the main page of the eMPF website), eMPF User Manual (in the left margin) and View the eMPF User Manual - Future

## Links to New Reports on the eMPF Website

### Supplemental Mortgage Insurance (SMI) Reports

Three new SMI reports will be available on the eMPF website:

- PFI Monthly SMI Report
- PFI TrueUp Report
- PFI Monthly SMI File

These three new reports will contain information inclusive of all loan level detail that the PFI is currently receiving via e-mail each month. Note that SMI coverage and these reports are applicable to only the MPF Plus product. PFIs will be able to access the current month's reports on the 15<sup>th</sup> of each month (or the next Business Day if the 15<sup>th</sup> is not a Business Day) by selecting the Reports tab and clicking on the PFI Reports link in the left margin column. On the

PFI Reports page, the PFI must enter its PFI Number in the box provided to access its reports. Once these new reports are available on the eMPF website, commencing no later than January of 2007, **SMI loan level detail and premium amounts will no longer be e-mailed to PFIs.**

### **Repurchase Reports**

Two new repurchase reports will be available on the eMPF website:

- PFI Outstanding Repurchases Report
- PFI Completed Repurchases Report

These new reports will contain information inclusive of the premium and interest amounts due that the PFI is currently receiving via e-mail notification each month. PFIs will be able to access the current month's reports by selecting the Reports tab and clicking on the PFI Reports link in the left margin column. On the PFI Reports page, the PFI must enter its PFI Number in the box provided to access its reports. The current month's PFI Outstanding Repurchases Report will be available on the last day of the month and the PFI Completed Repurchases Report will be available immediately following the remittance day (the 18th calendar day of each month, or on the preceding Business Day if the 18th is not a Business Day). Once these new reports are available on the eMPF website, commencing no later than January of 2007, **notification of the premium and interest due amounts will no longer be e-mailed to the PFIs.**

The benefits of accessing these reports on the eMPF website are:

- Free, quick and easy access to your reports for the month
- Availability of the RTF and CSV formats allows for easy import into most databases
- Accurate and always current information
- Uncluttered e-mail in boxes

The first reports are scheduled to be available to PFIs via the eMPF website no later than January of 2007. In order to be able to access these new reports, PFIs should plan to have access to the eMPF website prior to November 1, 2006 in order to be prepared for the January reports. If you need assistance with obtaining access to the eMPF website, please contact the MPF Service Center at 877-FHLB-MPF (877-345-2673).

### **New Loan Data Validation Error Messages**

The eMPF website has always contained automated data validations that help to ensure that the data delivered by PFIs meets the requirements of the MPF Program. These validations are based on the guidelines published in the MPF Origination and Underwriting Guides and the data format requirements of the eMPF User Manual. These data validations alert PFIs of data entry errors and help them to improve the data they deliver.

We want to inform the PFIs that with the installation of the upgraded version of the system that supports the eMPF website, they may see new error messages that will help guide them in their



data delivery. Some of these error messages will be the rewording of current error messages. Others will be new error messages resulting from improved validations. Both the reworded and new error messages will provide descriptions of the data error that should be more clearly understood by the PFIs.

All PFIs are reminded that by delivering a mortgage under the MPF Program, each PFI represents and warrants that all associated information, including data provided for the Credit Enhancement process, is true, complete and accurate. Detailed information for completing data fields, including field definition and data codes, is provided in the Instructions for Completing the [Credit Enhancement Request \(Form OG3\)](#). We appreciate your commitment to accurate data reporting. Please consult your MPF Bank representative for further training and guidance, as needed.

### **eMPF Website Account Preferences**

The Account Preferences heading on the Modify Profile page of the eMPF website allows a user of the eMPF website to customize their view to best fit their business needs. The user's account preferences for the following items will not be transferred in the eMPF website after the installation of the website system upgrade:

- Download File Format
- Treasury Refresh Rate
- Default Rates & Fees Remittance Type
- Default Rates & Fees Product Type

We ask that you take a moment prior to November 1<sup>st</sup> to click on the Modify Profile tab in the upper right hand corner of the main page of the eMPF website and record your current settings under the Account Preferences heading so that you can easily and quickly reset your account preferences. Once you reset your Account Preferences in the eMPF website, those preferences will be retained in the system for all subsequent eMPF transactions.

**If you have any questions, please contact your MPF Bank Representative or call the MPF Customer Support Desk at 877-INFO-MPF (877-463-6673).**