

MPF Announcement

November 19, 2018 2018-54

Alert

Policy Update ■

New Policy
Reminder
Clarification
Training Information

Audience

Program Management ■

Origination ■

Quality Control

Servicing ■

Underwriting

Compliance/Legal ■

Product

MPF Xtra® ■

MPF® Direct ■

MPF Government MBS ■

MPF Traditional ■

Effective Date:

January 1, 2019

REFERENCE

2019 Annual Eligibility Certification Requirements

The MPF Program would like to remind PFIs and Servicers that the Annual Eligibility Certification (AEC) process will begin soon.

The 2018 Forms OG1 and OG2 will be available on the [eMPF® website](#) as of January 1, 2019, and PFIs and Servicers must submit their 2018 Forms OG1 and OG2 with any supporting documentation **by January 31, 2019**.

The 2018 Form OG1 will be pre-populated with the PFI/Servicer's 2017 OG1 (Annual Eligibility Certification) submitted responses. PFIs and Servicers are required to review each pre-populated response and make necessary changes needed to reflect the most current information, prior to submitting.

The Form OG2 (MPF Fidelity and Errors & Omissions Insurance Worksheet) will not be pre-populated. PFIs and Servicers are required to complete the form with the most current insurance information, prior to submitting.

The forms must be submitted electronically via the eMPF website by an employee of the PFI or Servicer who has delegated authority per the Delegation of

Authority on file or an officer authorized to execute agreements and amendments.

PFIs or Servicers deemed to be noncompliant with MPF Program requirements, including the requirement to submit timely Forms OG1 and OG2, may be subject to the following:

- Disqualification;
- Suspension; and/or
- Compensatory Fees.

Webinars

The MPF Program is offering webinars to review the online completion process for Forms OG1 and OG2. Instructions for completing the forms, review of content and a demonstration of the upload functionality will be provided. The webinar is recommended for the staff and managers responsible for completion of the certifications contained in Forms OG1 and OG2.

Webinars are being held on December 18, 2018 and January 8, 2019 at 1:00 p.m. (cst). Please [click here](#) to register.