

## Corporate Actions - ISO 15022 messages



*SWIFT Training  
Our knowledge,  
your solution.*

### You will learn how to

- ▶ Interpret and accurately format a notification message in the context of different types of events
- ▶ Find the answer to your questions by interpreting the information contained in the User Handbook
- ▶ Get familiar with the most recent market practices defined by the Securities Market Practice Group

A Corporate Action is a process that brings material change to the company and affects its stakeholders. Processing of Corporate Actions is a critical area due to the high number of different events and the complexity of the options. In such a complex environment, the quality of the information you send and receive is crucial to reduce manual processes and errors and to minimise risk. Thanks to this course, you will have a unique opportunity to explore in detail the features and benefits of the ISO 15022 standards and get up to date with the latest standards developments.

### Audience

Business analysts, IT staff, operations supervisors and managers, corporate actions division personnel from institutions such as custodians, securities market infrastructures, investment/asset managers, data providers and broker/dealers.

### Prior knowledge

To obtain a basic understanding of the securities business, we recommend you to complete 'Your SWIFT guide to the securities markets'. If you are new to SWIFT, we recommend you to first follow 'Basics - your passport to SWIFT' for a general understanding of SWIFT's products and services.

### Duration

Classroom course: 1 day  
SWIFT eTraining: 3 hours  
On-site training: as per your requirements

### Course content

- The principles of ISO 15022 standards, namely the message building blocks and the generic field concept
- The different functions of a message and when to use them
- Overview of the most commonly used codes and qualifiers
- How to read the User Handbook
- Message flow and timeline for voluntary and mandatory events
- Corporate Actions messages:
  - MT 564 Corporate Action notification
  - MT 565 Corporate Action instruction
  - MT 566 Corporate Action confirmation
  - MT 567 Corporate Action status and processing advice
  - MT 568 Corporate Action narrative
- Event types include cash dividend, dividend option, exercise of warrants, bond redemption, interest payment and exchange offer
- The message examples are constantly updated to reflect the most recent market practice guidelines defined by the industry

### More information

Please visit [www.swift.com/training](http://www.swift.com/training).