



Accord

## Migration Guide

This document describes the process of migration from Accord to an alternative confirmation matching solution. This document is for readers who need to plan or coordinate the execution of the migration of an Accord customer to an alternative matching solution.

24 June 2016

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# Preface

## About this document

This document describes the process of migration from Accord to an alternative confirmation matching solution. It describes the live data that Accord stores, how to export this data for migration to the new matching solution, and an overall strategy for the migration.

An introduction to the Accord matching process is also provided as background information. For a detailed description of Accord matching, see the *Accord Matching Rules Guide*.

The document does not describe the export of data from the Accord Long Term Archival database. This is a separate exercise: full details will be communicated in due course.

## Intended audience

This document is for readers who need to plan or coordinate the execution of the migration of an Accord customer to an alternative matching solution.

## Related documentation

- *Accord Matching Rules Guide*

## First edition

This is the first edition of the document.

# 1 About Accord

## 1.1 Accord Retirement

SWIFT's Accord confirmation matching service will be terminated in October 2017, before the activation of the 2017 FIN Standards release.

Customers of the Accord for Treasury and Commodities solution will want to migrate their data in a simple and timely fashion. Accord customers need to choose a replacement matching service provider, and agree with them a data migration plan. SWIFT has developed data migration tools to make this process as easy and trouble-free as possible.

This chapter describes the data that Accord stores and that should be migrated to a replacement matching solution.

## 1.2 How Accord Works

The Accord service is a central confirmation matching application for foreign exchange, money market, over-the-counter derivative, and commodities confirmations.

This section gives a brief introduction to how Accord works. There is a fuller description of the Accord matching process in Appendix A, and a comprehensive description in the *Accord Matching Rules Guide*.

### Accord matching rules

Accord uses a comprehensive set of matching rules to match confirmation messages of trades that are exchanged between two counterparties and copied to Accord. For a full description of the Accord matching rules, see the *Accord Matching Rules Guide*.

### Accord matching entity

In Accord, the matching process is defined in terms of a **matching entity**.

A matching entity is an Accord name for a set of BICs that forms a single entity for the purposes of matching. That is, the matching process considers all BICs in the matching entity to be equivalent: if a matching entity contains more than one BIC, then Accord tries to match confirmations sent from one BIC with confirmations received by the same BIC or any other BIC in the matching entity.

A single institution can have several matching entities, each of which includes one or more of the institution's BICs. A BIC can belong to only one matching entity.

Typically, one matching entity corresponds to one BIC (for example, the Head Office BIC). However, a matching entity can also contain a list of BICs (for example, Head Office and branches). The name of the matching entity is usually the same as one of the 11-character BICs that it contains.

### Chaining messages

The two counterparties in a trade exchange messages to confirm the trade. Sometimes it is necessary to send additional messages to amend the conditions of the trade, correct mistakes, or cancel the confirmation.

A chain contains all confirmations sent by a single party for a particular trade, in the order in which they have been processed. Each confirmation message belongs to one chain only.

Confirmation messages are linked into chains based on field A-20 Sender's Reference (or Transaction Reference Number) and field A-21 Related Reference.

## How the matching process works

The Accord matching rules classify the fields used for matching into two main categories: "unmatch" fields and "mismatch" fields, also known as "primary" fields and "secondary" fields.

- **Unmatch fields**

Unmatch fields are the primary fields that define the trade. These fields must correspond in two confirmations for Accord to consider the confirmations as related to the same trade.

If Accord does not find another confirmation for which these primary fields match, then the matching result for the confirmation is "Un-Matched". This is the reason that they are known as "unmatch" fields.

If there is a discrepancy in the unmatch fields, then the other fields in the confirmations are not evaluated any further.

- **Mismatch fields**

If Accord finds a counterparty confirmation in which all the unmatch fields fulfil the matching rules, then Accord evaluates the set of secondary matching fields. These fields contain information that is important to the trade but does not actually define the trade:

- If Accord detects discrepancies in these secondary fields, then the matching result for the pair of confirmations is "Mis-Matched". These fields are therefore known as mismatch fields.

If a pair of confirmations is "Mis-Matched", then Accord considers the two confirmations to be so similar that they are guaranteed to be related to the same trade, but at the same time indicates that the details in the confirmation sent differ from the details in the confirmation received.

- If Accord does not detect any discrepancies in the mismatch fields, then the pair of confirmations is considered to be successfully matched. Both confirmations receive the matching result "Matched".

## User-defined matching rules

Some mismatch or unmatch problems are recurring. If the reason for the mismatch or unmatch is purely cosmetic or superficial, then it may be appropriate to "force-match" the confirmations manually.

To avoid having to perform the same action each time a similar mismatch or unmatch occurs, users can create customised rules for matching: these are known as "user-defined matching rule instructions" or "MRIs".

An MRI takes into account the confirmation type, the counterparty, and the field content in both the confirmation sent and the confirmation received. Each MRI has a unique identifier.

For a full description of MRIs, see the *Accord Matching Rules Guide*, which can be downloaded from [swift.com](http://swift.com). For information about exporting MRIs from Accord, see [How to Export User-Defined Matching Rules from the Accord GUI](#).

## 2 Data in Accord

### 2.1 Business Data

In Accord terms "business data" refers to the trade confirmations exchanged between an Accord subscriber and the subscriber's counterparties.

#### Confirmation chains

A chain in Accord contains all confirmations sent by a single party for a particular trade, in the order in which they have been processed. The most recent confirmation in a chain is known as the "last-in-chain".

A chain can consist of a set of confirmations **sent** or confirmations **received**. Only the last-in-chain messages of a chain are taken into account by the matching process.

#### Data elements

The Accord database stores the following data elements for a confirmation chain:

- The text of each confirmation (sent or received) for the chain in question, plus the date and time of receipt by Accord.
- For each message sent or received: the **reference** of the message that it chains to (where applicable).
- The **matching history** – that is, the current matching status and all previous matching statuses. For each matching status, Accord stores the date-and-time stamp plus an indication of whether the change in status resulted from the receipt of a message or from a command (submitted by an operator via the API).
- The **matching comments** assigned by the system. Matching comments provide further information about a match (for example, that the confirmations were matched with an acceptable rounding difference) or identify the field(s) responsible for a mismatch.
- All **chasers** sent and chasers received. A chaser is a free-format message between an Accord customer and the counterparty. For example, a customer may ask the counterparty to amend a confirmation. A chaser may be related to a confirmation, a status update request, or a matching rule request, or may be independent of any trade.
- Any **user statuses** assigned to a confirmation, their date-and-time stamps, and the name of the operator who assigned it.

A user status is a customised keyword, created by an Accord supervisor, that can be assigned to a confirmation or other item for internal follow-up. The list of available user statuses is part of the subscriber's semi-static data; for more information, see [Semi-static Data](#).

- Any assigned **free-text comments** and their date-and-time stamps, plus the name of the operator who attached it.

Accord users use these free-text comments – or *notes* – to exchange information with other team members who are also working on the item. Typically, a note acts as a reference or a reminder.

Accord data element	Availability in Accord exported data
Text of confirmations sent	Exported data contains the last-in-chain sent confirmation,
Text of confirmations received	Exported data contains the last-in-chain received confirmation.
Reference to previous message in chain	The last-in-chain confirmation in the exported data contains a reference to the previous confirmation in the chain (if any). The previous confirmation is not available in the exported data.
Matching history	Exported data contains the latest matching status for each last-in-chain confirmation.

Accord data element	Availability in Accord exported data
Matching comments	Exported data contains all matching comments that qualify the matching status.
Chasers sent and received	Exported data contains the full text of all chasers sent and all chasers received. The confirmation to which the chaser was linked (if any) has an indication that a chaser has been sent, plus a reference to the chaser.
User statuses	Exported data contains all user statuses attached to the last-in-chain confirmation.
Free-text comments	Exported data contains the last free-text comment attached to the last-in-chain confirmation.

## 2.2 Semi-static Data

Accord stores two types of semi-static data:

- Data used by the matching process, and which can influence its outcome
- Data used to facilitate or organise the usage of the system.

### Data elements used by the matching process

- **User-defined matching rules**

A user-defined matching rule (MRI) is a standing instruction to Accord to ignore specific differences in specific unmatched or mismatch fields. The rule takes into account the confirmation type, the counterparty, and the field content in both the confirmation sent and the confirmation received. Each user-defined matching rule has a unique identifier.

MRIs are crucial for straight-through processing rates. Without their MRIs, very few Accord customers would still have an STP rate above 20%.

Alternative matching service providers can re-use the data currently stored in Accord to offer a similar level of matching results in their own solution. For information about acquiring this data, see [How to Export User-Defined Matching Rules from the Accord GUI](#).

For a full description of user-defined matching rules, see the *Accord Matching Rules Guide*.

- **Matching entity definitions**

A matching entity is an Accord name that links a set of BICs under a single entity for the purposes of matching. For more information, see [How Accord Works](#).

- **Inclusion/exclusion rules**

Customers can use Accord's Report/Ignore rules to specify for which confirmations Accord must report matching results. These rules are based on criteria such as the message type, the counterparty, and the currency or commodity. Incoming messages to Accord that are not excluded by the Report/Ignore rules are validated, then chained, then matched. For more information about how to set criteria for inclusions and exclusions, see [How to Exclude a Message Type from Matching](#) on page 20.

### Data elements used for organisation or additional information

The Accord database stores the following types of semi-static data. None of this data is included in the Accord exported data.

- **Task definitions**

Task definitions specify the search criteria for Accord database queries. In terms of migration from Accord, these definitions can help matching suppliers to understand how the exception-handling work is organised in the back-office of a given Accord customer – for example, whether queries are run by message type or by trade date – but not necessarily as the basis of queries in the new matching solution database.

- **End-of-shift task definitions**  
End-of-shift tasks are stored queries that can be executed to produce an Excel file containing the result of these queries. They are typically used either to hand over work to the next shift, or to generate end-of-day reports. Like task definitions, their main usefulness is for the understanding of how the customer is using Accord.
- **Set of user statuses**  
User statuses can be used to organise the workflow of the exception handling job, or to complement the pre-defined base set of matching statuses. They are defined on the **User Status** tab in the **Settings** module; this requires supervisor access rights.  
In the context of a migration from Accord to an alternative system, these statuses can be important if the customer in question uses them to complement the matching status of a confirmation with a tag indicating that a given transaction shall or shall not be settled.
- **User-defined value lists**  
Accord users can define value lists, such as lists of counterparty BICs or lists of currencies. These lists can be used in task search criteria, to include or exclude all values in the list.  
For example, a user could use value lists to categorise customers in groups, such as a "Corporates" list containing 200 BICs. SWIFT recommends that you export this data as described in the table below.
- **Chaser templates**  
Chaser templates are standard formats for messages to counterparties.
- **User profiles**  
Each Accord user has a user profile that is composed of *roles*. Each role defines an action or set of actions that a user is allowed to perform on a particular service. In other words, users can only perform an action if they have been granted the necessary role.  
The SWIFTNet security officers in an institution create user profiles and assign the necessary RBAC (Role-Based Access Control) roles in the SWIFTNet Online Operations Manager. For more information, see the [SWIFTNet Online Operations Manager User Guide](#).  
Accord does not store any user profile data that is applicable for migration.
- **BICs**  
The usage of BICs is limited in Accord. Accord exported data does not contain BIC information.
- **Currencies**  
For each currency, Accord stores information about the number of decimal places allowed (for example, 0 for JPY, 2 for USD, 3 for KWD). During matching this information is used to define the numerical tolerance on amounts.  
Accord also stores a calendar of the non-settlement days for each currency.  
This currency information is not included in the Accord exported data.

Accord data element	How to acquire
User-defined matching rules	See <a href="#">How to Export User-Defined Matching Rules from the Accord GUI</a> .
Inclusion/exclusion rules	See <a href="#">How to Exclude a Message Type from Matching</a> on page 20.
Matching entity definition	Open <b>Settings&gt; Matching Entity</b> and take a screenshot.
Task definitions	Open the task in the <b>Task Editor</b> and take a screenshot.
End-of-shift task definitions	Open the task in the <b>Task Editor</b> and take a screenshot.
Chaser templates	Select the template in the <b>Settings&gt; Chaser Templates</b> repository. Open the template, Select all and Copy.

Accord data element	How to acquire
User-defined lists	<p>Select the list in the <b>Settings&gt; Value Lists</b> repository. Open the list and highlight the rows to export. Right-click and select <b>Copy (formatted)</b>, or click the <b>Copy Formatted</b> icon.</p>  <p>Paste into Excel.</p>

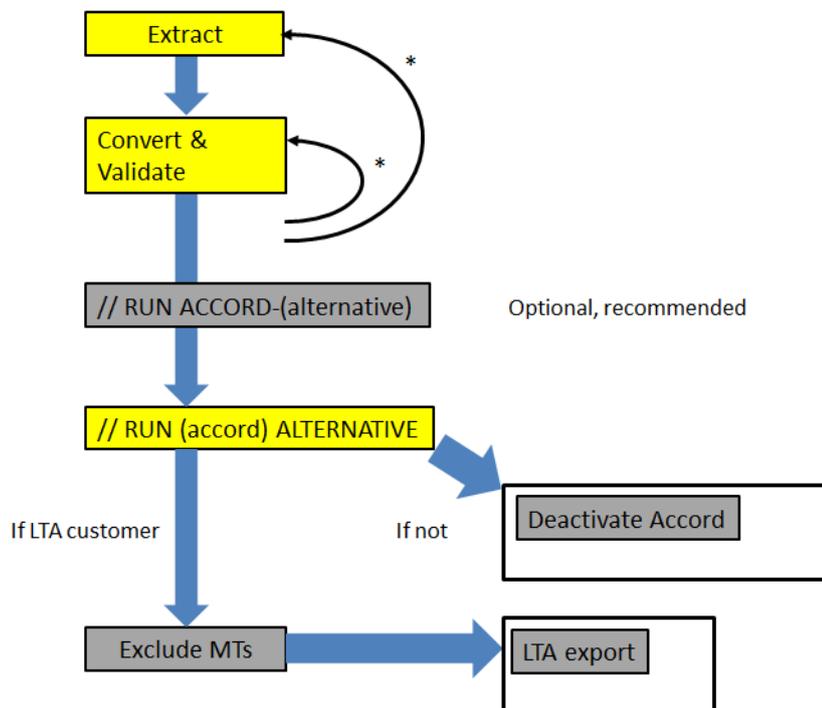
### 3 Migration Strategy

#### Testing and migration

Migration from Accord to an alternative confirmation matching solution is foreseen as an iterative process involving the following steps:

- Exporting a matching entity's business data from the Accord database;
- Acquiring the Accord semi-static data and using it to configure the target system;
- Converting the business data in preparation for import into the target system;
- Running the two systems in parallel;
- Switching over to the new system.

At each stage of the process, the possibility exists to retry or to fall back to the previous situation. For example:



#### When should migration take place?

SWIFT recommends that migration should take place as early as possible to avoid numerous outstanding migration projects competing for matching service providers' resources in the period immediately before Accord's retirement.

The actual data migration can be done after business hours, or during a weekend. To reduce risk, there will be no big-bang approach: users can migrate by matching entity, and even by message type.

Accord users will be responsible for extracting the data from Accord – using the methods described in the tables in chapter 2, [Data in Accord](#) – and for ensuring that their chosen matching service provider can import this data and can produce similar matching results to those that Accord produces.

SWIFT will continue to provide its normal support services, but will not actually execute user migrations.

## 3.1 Migration Principles

### Exporting from Accord

Exporting data from Accord and importing it into the replacement system has two different purposes:

**1. Validate the target system against a sample of business data**

To produce a sample set of data, along with the matching results obtained on that data by Accord and by the customer. For Accord's semi-static data (such as MRIs), a single export may provide the required input; for the business data, multiple exports may be necessary.

Suppliers of alternative matching solutions can use this sample data to tune their system, and their translation of the customer's MRIs, to obtain equivalent matching results to those from Accord. The data also enables the future operators of the target system to train themselves, and the developers of any integration solutions to test their developments.

**2. Full synchronisation**

To feed the target system with the full data that it needs in order to take over from Accord as the prime system.

### Parallel deployment

There are two types of parallel deployment:

1. Accord remains the prime system, but the target system is deployed and is also fed with live FIN data. The objective is to evaluate the correctness of matching results on the target system, but especially the real-time behaviour of the target system calculating these results, and the responsiveness of its GUI when dealing with real-time matching of realistic volumes.

Manual operations such as force-matching are performed on the prime system. They can also be performed on the parallel system for comparison and operator training.

2. A set-up where the target system is prime, while Accord is still available for a short period (ideally one or two days) as a fall-back.

### Accord Report

SWIFT recommends subscription to the Accord Report option (provided at no charge), which provides current and past information on trade volumes, counterparties, matching rates, and user actions.

Subscribers can access Accord Report through Watch, SWIFT's business intelligence platform on swift.com. Derived and aggregated data generated in Watch provides the following statistical views, for the last three months:

- Trade volumes per day of the month
- Trade volumes for the rolling last 12 months
- Matching rates
- Number of trades matched in X days
- Number of user actions
- Average time to confirm per counterparty
- Number of corrections
- Number of user status assignments

Accord Report can help users to check that the new matching service provider has reached a similar level of matching results to Accord.

### How do users stop matching on Accord following a successful migration?

In the final step of a successful migration, the new system is the primary system that feeds settlement, and Accord is running in parallel as a standby system.

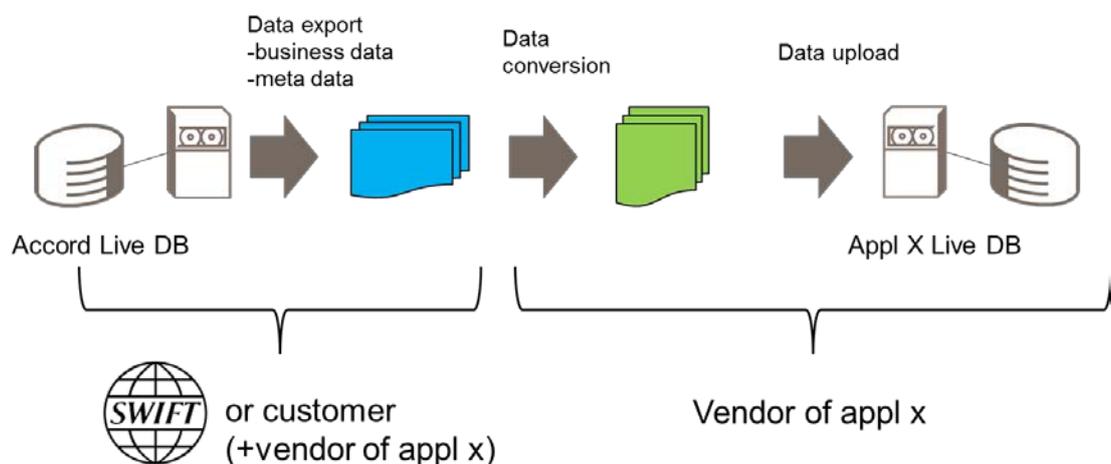
When the customer takes the decision that the fall-back is no longer necessary, they can use the **Exclude** feature of the Accord GUI to explicitly exclude the successfully migrated MTs, and thereby avoid being invoiced for the matching of these MTs.

For information about the **Exclude** feature, see [How to Exclude a Message Type from Matching](#).

Users who are confident that they no longer need to use Accord – and who do not need to retain access to Accord Long Term Archival – can cancel their contract via the SWIFT web site.

## 3.2 The Migration Process

### Process overview



The process described here covers typical usage of the Accord database. A small number of customers that have unusually large quantities of data in the Accord database may need to split the export and import into successive slices of traffic. For example, they could first export all data older than one week, followed by daily exports of more recent data, and finish with a final upload of the latest updates, just before the cutover date.

For each step of the process, the parties responsible are listed.

### Preparatory steps

#### Responsible: **VENDOR/CUSTOMER**

1. **Vendor:** Develop the tools required to convert the data exported from the Accord GUI. The tools must be able to extract the content of confirmations, extract data about the confirmations, and convert user-defined matching rules.
2. **Customer:** Test and practice the internal procedure required to start and stop feeding copies of incoming and outgoing confirmations to the target system.

### Step 1 – Data Export from Accord Live database

#### Responsible: **CUSTOMER/VENDOR**

1. Export the customer's user-defined matching rules (MRIs) to a file. See [How to Export User-Defined Matching Rules from the Accord GUI](#).
2. Manually export any semi-static data from Accord, if considered relevant (for example, user-defined lists, end-of-shift tasks, tasks). See [Semi-static Data](#).

3. Export the current data items to a file – the "Open Items file". See [How to Export Confirmations from the Accord GUI](#).

It is possible to use standard Accord search criteria to export only a segment of the data. These criteria can be used to divide the data into manageable chunks, or to generate a representative sample of data in order to tune the target matching system.

There may be many exports during development and testing of the new application.

### **Step 2A – Import Data into Replacement**

**Responsible: VENDOR**

1. Transform all static data (MRI definitions, matching entity definition etc.) into equivalents in the target solution, and import the result.
2. Transform all exported data items and import the result (the MT 3xx/6xx confirmations) into the target application.

### **Step 2B – Validation and Iterative Tuning Tests**

**Responsible: VENDOR**

This step is optional but recommended. A vendor should perform this step for at least the first few customers, until their solution is tuned to be as close to Accord as required. During this entire step, Accord is still the prime matching solution from which the settlement processes extract matching statuses.

1. Process all items in the sample using the new application's algorithm, rules, and transformation of Accord MRIs.
2. Validate the matching results: (automatically) compare with the results that were obtained on Accord (stored in the export files).
3. Meanwhile, start to train the operators of the new application.
4. If the results are not yet satisfactory, then reset the database, tune the rules and the transformation algorithm. Retry by uploading the same data set again, or a similar one that was also obtained by the method described in step 1.
5. When the results are satisfactory, reset the database and redo step 1 for the final time (in phases, if necessary) to synchronise with the latest situation.

### **Step 3A – Parallel Run as Test – Accord still prime**

**Responsible: CUSTOMER/VENDOR**

1. When Accord and the new application are fully synchronised, run the two solutions in parallel – that is, feed both solutions with FIN confirmations sent and received.
2. Continue to use only Accord to supply matching statuses to the settlement processes; similar processes triggered by the new system are only tested.
3. Continue and intensify operator training on the new system, and validate its overall behaviour (real-time capability, responsiveness of the GUI, API-based applications consulting the matching system).

### **Step 3B – Parallel Run as safety net – Accord running as fall-back**

**Responsible: CUSTOMER/VENDOR**

At some point during the parallel run, the decision is taken to switch over to the new application as prime. From this point, the new application (not Accord) supplies information to the live post-matching processes. This requires the following steps:

1. Perform a full reset of the business data in the target system's database.
2. Perform step 1 for the final time to create full synchronisation with Accord.

**Ensure that you make no further changes in Accord after this synchronisation**, to be certain that Accord Long Term Archival gives a 100% true picture of what was migrated.

3. To consult historical data:
  - For historical data that was archived before the switch-over, consult Accord Long Term Archival.
  - For historical data that has been archived since the start of parallel running, consult the new application's archival solution.
4. At any time, if required, fall back to Accord, purge the new application (except for the static data), and start over again from step 1. The previously generated exports can be discarded (or archived).

#### **Step 4 – Replacement Solution Live – Accord "frozen"**

**Responsible: CUSTOMER/SWIFT**

If step 3B is successful for a convincing period of time (a full day, two days...), then exclude those message types for which the new application works perfectly from Accord matching. See [How to Exclude a Message Type from Matching](#).

Instruct operators in your institution to no longer take any action in Accord on the message types that are now to be considered migrated. When all MTs have been migrated, you can enforce this by removing the required RBAC roles from operators' user profiles.

For customers who continue to subscribe to Accord and Accord Long Term Archival, LTA remains available but no new confirmations are fed from Accord to LTA.

Customers who do not subscribe to Accord Long Term Archival can ask SWIFT to deactivate Accord when all message types have been successfully migrated to the new application.

#### **Step 5 – Terminate the matching process**

**Responsible: SWIFT**

At the end of October 2017, SWIFT will take the following steps:

- Stop the entire matching process
- Force-archive all non-archived items
- Export all LTA data
- Fully decommission the Accord platform

## 3.3 Accord Long Term Archival Data

### How do users access Long Term Archival data?

Users who subscribe to the Accord Long Term Archival (LTA) option can retain access to LTA up until the end of October 2017, provided that their Accord contract remains open.

To ensure that they no longer pay for matching, users can use the **Exclude** feature to stop matching for all the relevant message types. During and after migration, read-only access to both LTA and the Accord live database remains available, until the moment that the LTA data is exported.

### LTA Data Export

In early 2017 SWIFT will provide details of the LTA Data Export service. This new service will provide access to the Accord Long Term Archival (LTA) service and, at the time of the Accord de-activation, deliver users' archived data, packaged together with a relational database tool.

All live data in the Accord live database – that is, data related to confirmations for trades that are not yet settled, or were settled less than 7 days in the past (14 days for Commodities trades) – will be "flushed" (that is, force-archived) to LTA and included in the LTA data export.

Also flushed will be the log of the usage of the Accord **Inclusion-Exclusion** function, to ensure that users have a complete, audit-compliant view of all actions taken on data in Accord. It is impossible to prove that what one finds in LTA for a given date is actually complete without a record of exclusions (and by extension the fact that **no** exclusion has been made).

### How will the relational database tool work?

The relational database tool, installed on your premises, will enable you to search data in a similar manner to the current LTA online access.

## 4 Migration Operations

### 4.1 How to Export Confirmations from the Accord GUI

#### Important

Using the Export function of the Accord GUI will protect you against any accidental or deliberate alteration of the data in any of the files generated.

However, it is crucial to ensure that the process of exporting, transporting, and uploading the files is closely monitored by more than one person, to prevent the following situations:

- The tasks that are used for data export exclude some specific transactions or all transactions of a given type or from a given period.
- One or more export files are accidentally or deliberately lost between the time of export from Accord, and the point at which their transformation is uploaded to the alternative solution.

#### 4.1.1 Export Tasks

The **Tasks (Search)** module of the Accord GUI enables you to create and store tasks.

To access the **Tasks (Search)** module from the Accord **Selector bar**, click:



Tasks(Search)

This procedure describes how to create and run a task to export confirmations or related messages from the Accord GUI. Export tasks create a snapshot of items in the GUI that fulfil the search criteria. The maximum number of items that can be selected is 80,000. The results are written to disk and are not available for use in the GUI.

You can use the procedure to export confirmations of any message type that Accord processes; that is: MT 300, MT 305, MT 306, MT 320, MT 330, MT 340, MT 341, MT 360, MT 361, MT 362, MT 600, MT 601.

In addition, the following chaser types are available for export:

- Accord types
  - User - Accord GUI Messages
- FIN types
  - MT 392 - Request for Cancellation
  - MT 395 - Queries
  - MT 396 - Answers
  - MT 399 - Free Format Messages
  - MT 692 - Request for Cancellation

#### 4.1.2 Export Folder

The Accord GUI saves the files that it generates in the following folders:

```
%USERPROFILE%/SWIFT/SNaccord_Export/<RepositoryFolder>/<RepositorySubFolder>/...
```

<RepositoryFolder>/... is the path within the Accord GUI where the related search is defined.

The first part of the export path – %USERPROFILE%/SWIFT/SNaccord\_Export – can be overridden in the `inaws.properties` file.

1. Navigate to the Accord codebase folder, for example  
%USERPROFILE%\SWIFT\SNaccordSWP\_<release>\codebase, and open  
inaws.properties with a text editor such as WordPad.
2. Add the EXPORT\_TARGET variable to the properties file. For example:  
EXPORT\_TARGET = %USERPROFILE%\SWIFT\Accord\_Export\_Data

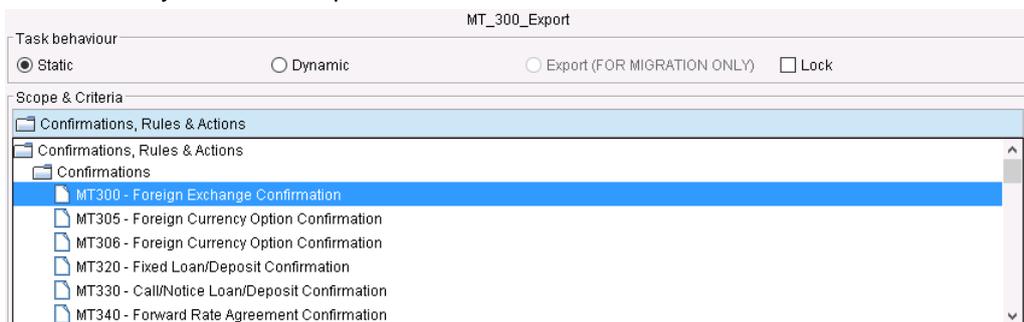
**Note** The backslash directory path separators must be doubled.

### 4.1.3 Export Procedure

1. In the **Tasks (Search)** module, select your Personal folder and click the **Create a new element** icon to create a new task:



2. In the dialog box that appears, give the task a name and click **OK**.
3. In the **Scope & Criteria** area, click the drop-down list and select the type of data element that you want to export:



You can create an export task for any item in the **Confirmations** group of the drop-down list, or any item in the **User/Accord Messages** group.

An export task can retrieve up to 80,000 confirmations or messages. Most users will require only two export tasks: one with the scope **Confirmations**, and one with the scope **User/Accord Messages**.

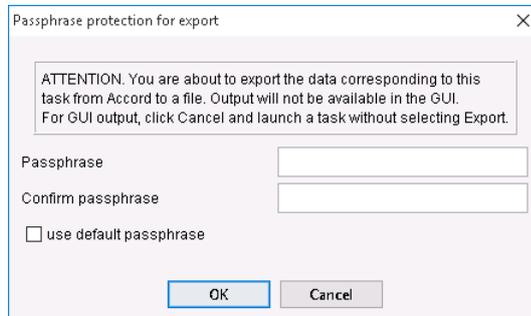
4. In the **Task Behaviour** area of the **Task Editor** pane, select **Export (FOR MIGRATION ONLY)**.

You cannot select **Export (FOR MIGRATION ONLY)** before you select a valid scope for the task.

5. Save the task.
6. Click the **Execute** icon to execute the task:



Accord prompts you to enter a passphrase for the export file:



The passphrase is used to create an HMAC signature file. The signature can later be checked, to confirm the integrity of the XML export file.

7. Enter a string of minimum 17 characters for the passphrase, and repeat the string as confirmation. You can also select to use the default passphrase, in which case Accord sets the value of the passphrase to `DefaultNoPassphrase`.  
Then click **OK**.  
Accord creates the export file in the export folder (see [Export Folder](#)).
8. When you have confirmed that the export has completed, stop the task. In the **Task Repository** pane or in the **Active Task List** in the **Monitor** module, select the task and click the **Stop** icon:



Alternatively, right-click and select **Stop** from the shortcut menu.

## 4.1.4 Interpreting the Output of an Export Task

### Export of confirmations

Files created by an Accord export task contain the following data elements for each confirmation or pair of confirmations found:

- A status block containing the following data:
  - Matching status obtained plus its time-stamp  
When the file contains a pair of confirmations, the matching status is that of the sent confirmation.
  - The full matching comment generated by Accord
  - The latest User Status (if applicable) plus its time-stamp
  - The latest user comment attached to the last-in-chain confirmation (if applicable) plus its time-stamp
- Data about the confirmation(s):
  - BIC of sender of the message
  - BIC of receiver of the message
  - Time-stamp of arrival in Accord
  - All fields and subfields present in blocks 3 and 4 of the message

A record in the export file may contain a single, unmatched (last-in-chain) sent confirmation or received confirmation, or a sent confirmation and the received confirmation with which it is matched or mismatched.

In addition, Accord uses "pairing rules", based on a set of frequently made mistakes, to identify confirmations that are likely to be related to the same transaction. If there is a single pairing candidate for an unmatched sent confirmation, then Accord exports both the sent confirmation and the paired received confirmation. For more information about pairing, see [Matching Results for Confirmations](#).

### Export of chasers

The chaser export file contains the following items for each chaser sent or received:

- The BIC of the sender of the chaser
- The BIC of the receiver of the chaser
- The time-stamp of the arrival in Accord
- If the chaser is attached to a message, the reference of the message in question
- Any user status assigned to the chaser, plus its time-stamp
- Any comment attached to the chaser, plus its time-stamp

The export includes business fields useful for third-party applications (for example, Sender, Receiver, Chaser text and notes). Accord related fields will not be exported (for example, User Status, Locked fields, Tagged fields and Creator fields).

Confirmation-related chasers in the export file will have a reference to the applicable confirmation (in the `RelatedConfirmationKey` field).

### Related information

For full information, see the *Accord Export Formats* document.

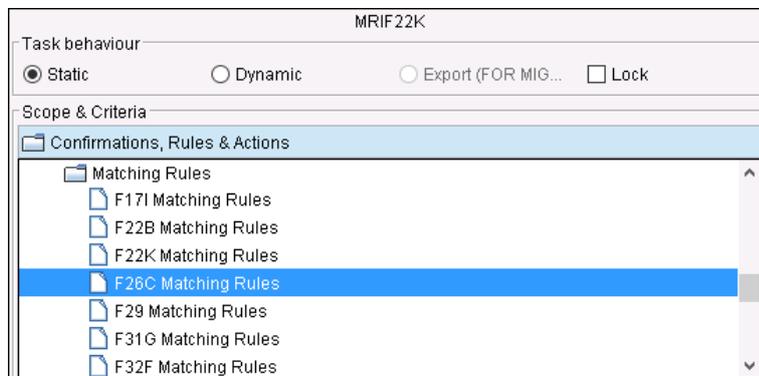
## 4.2 How to Export User-Defined Matching Rules from the Accord GUI

### Procedure

1. In the **Tasks (Search)** module, select your Personal folder and click the **Create a new element** icon to create a new task:



2. In the dialog box that appears, give the task a name and click **OK**.
3. In the **Task Behaviour** area of the **Task Editor** pane, make sure that **Static** is selected.
4. In the **Scope & Criteria** area, click the drop-down list and select the type of rule for which you want to create a report:



**Important** Be sure to select **one type of rule at a time**, and not the category **Matching Rules**: searching for the category does not enable you to export all necessary details of each MRI.

5. Save the task.
6. Click the **Execute** icon to execute the task:



7. Click the **Monitor** icon to go to the **Monitor** module:



Monitor

Your task appears in the **Active Task List**:

Active Task List (SWBPBEHA00X / accorduser)					
	Task	Items	Time	Type	For
	MRI5657	3	15:30:58	Static	[SWBPBEHA00X]

8. Right-click the task and select **Export results to file...**
9. Specify a file name for the CSV file and click **Save**.
10. Stop the task.

In the **Task Repository** pane or in the **Active Task List** in the **Monitor** module, select the task and click the **Stop** icon:



Alternatively, right-click the task and select **Stop** from the shortcut menu.

## 4.3 How to Exclude a Message Type from Matching

It is possible to configure Accord to specify which parts of your confirmations traffic it should process and which it should ignore (that is, exclude). You can define this for each Message Type, based on the Counterparty and on the Currency or Commodity.

In the context of your migration from Accord to an alternative matching solution, it will be important that you exclude a given Message Type when the matching of that message has been successfully migrated to another system. You will then no longer be invoiced for the matching of these messages on Accord.

You can always re-activate matching for this message type if needed, but any confirmations sent or received in the intervening period will not be available in the Accord database or in the Long Term Archival (LTA) solution.

The procedure for excluding a message type from Accord processing consists of the following steps:

1. View your current set-up, by executing a task in the Accord GUI to list the reporting criteria. These criteria specify whether Accord should report a message type (that is, include it in the matching process) or ignore the message type (that is, exclude it from matching).
2. To exclude a message type, set the reporting criteria to ignore all confirmations.

This procedure requires the following RBAC roles:

- EntityAdministration\_creator
- EntityAdministration\_approver

These roles may both be held by a single user, or may be assigned to one user for creation of the exclusion rule and a different user for approval. The roles are assigned separately for the `SWIFT.ACCORD` service (for the Live environment) and for the `SWIFT.ACCORD!P` service (for the Test and Training environment).

### 4.3.1 List Reporting Criteria

Log in to the Accord GUI and carry out the following steps:

1. Click the **Tasks (Search)** icon to go to the Task repository:



Tasks(Search)

2. Select your **Personal** folder and click the **Create a new element** icon to create a new task:



3. In the dialog box that appears, give the task a name and click **OK**.
4. In the **Task Behaviour** area of the **Task Editor** pane, make sure that **Static** is selected.
5. In the **Scope & Criteria** area, click the drop-down list and select **Reporting Inclusion/Exclusion**.
6. Save the task.
7. Click the **Execute** icon to execute the task:



### 4.3.2 Set the Reporting Criteria

1. Click the **Monitor** icon to go to the **Monitor** module:



Monitor

2. Double-click your task in the **Active Task List**.

Accord displays a list of 16 message types in the **Summary List**:

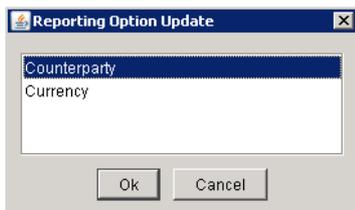
Status	Entity	Rule status	Deal type	List cpty	List currency	Action	Ac st
■	SWBPBEHAXXX	Active	MT 300 - Foreign Exchange Confirmation	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 305 - Foreign Currency Option	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 306 - Foreign Currency Option	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 320 - Fixed Loan/Deposit	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 330 - Call/Notice Loan/Deposit	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 340 - Forward Rate Agreement	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 341 - Forward Rate Settlement	I/ABCDB...	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 360 - Single Currency Interest Rate Swap	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 361 - Cross Currency Interest Rate Swap	R/FL	I/GBP/TRL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 362 - Interest Rate Reset/Advice of Payment	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 395 - Queries	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 396 - Answers	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 399 - Free Format Messages	I/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 600 - Commodity Trade Confirmation	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 601 - Commodity Option Confirmation	R/FL	R/FL	Update Report/Ignore	Comp
■	SWBPBEHAXXX	Active	MT 692 - Request for Cancellation	R/FL	R/FL	Update Report/Ignore	Comp

The value **R/FL** (Report/Full) in the **List cpty** and **List currency** columns means that all confirmations are to be reported (matched). If both columns contain **R/FL**, then all confirmations of that message type are reported, irrespective of the counterparty or currency involved.

Instructions to ignore certain counterparties or currencies are shown by the code **I**. In the screenshot, the codes **R/FL I/GBP/TRL** mean that all confirmations are reported for all counterparties except for those confirmations that specify the currency as **GBP** or **TRL**. If either column contains the code **I/FL**, then all confirmations of the message type in question are ignored (not included in the matching process).

These instructions apply only to the matching entity shown in the **Entity** column.

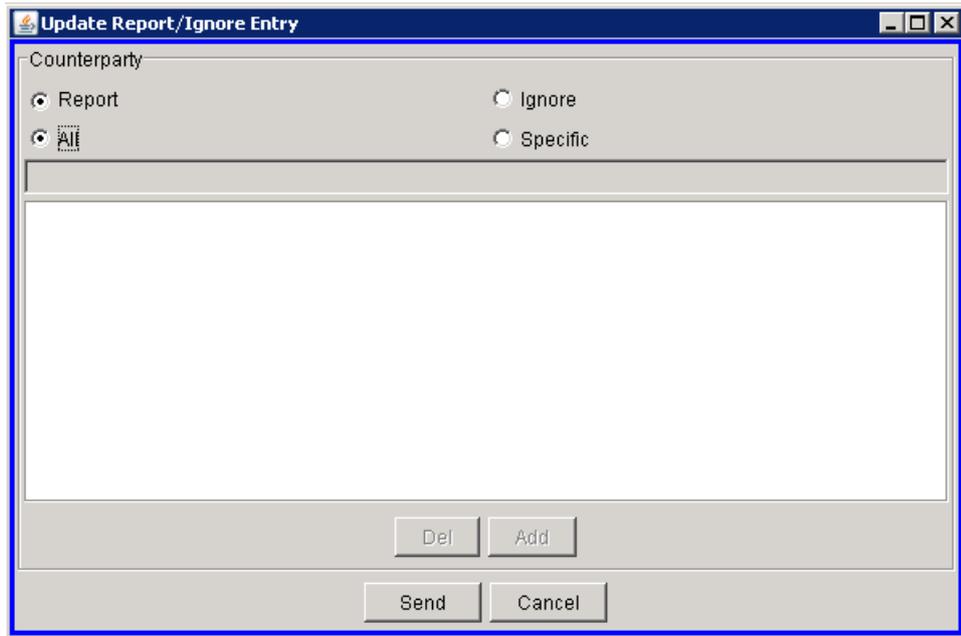
3. Right-click a message type and select **Update Report/Ignore** from the shortcut menu.
4. The **Reporting Option Update** window appears:



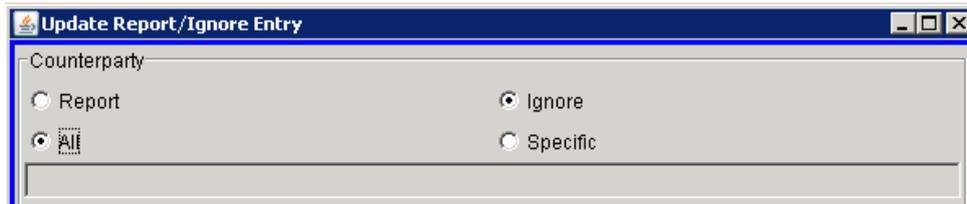
Depending on the message type, the options in this window are **Counterparty** and **Currency**, **Counterparty** and **Commodity type**, or only **Counterparty**.

5. Select **Counterparty** and click **OK**.

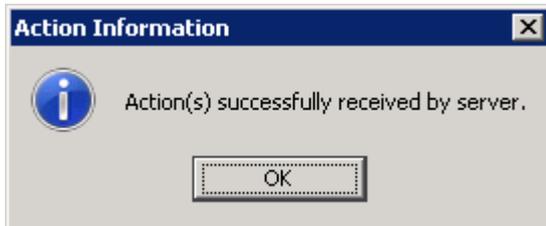
The **Update Report/Ignore Entry** window appears:



6. Select the **Ignore** option button and the **All** option button. This rule switches off Accord matching for the message type and matching entity in question.



7. Click **Send** to send the update to the central server.  
The central server confirms the update:



8. Click **OK**.

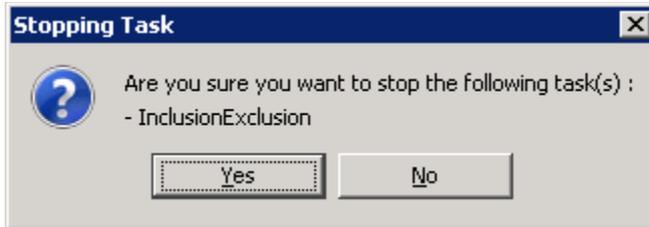
Repeat this procedure from step 3 for each message type that you want to exclude from Accord processing.

### 4.3.3 Stop the Task

When you have finished, select the task in the **Active Task List**, and click the **Stop** icon to stop the task:



Then confirm that you want to stop the task:



### 4.3.4 Check the Updated Reporting Criteria

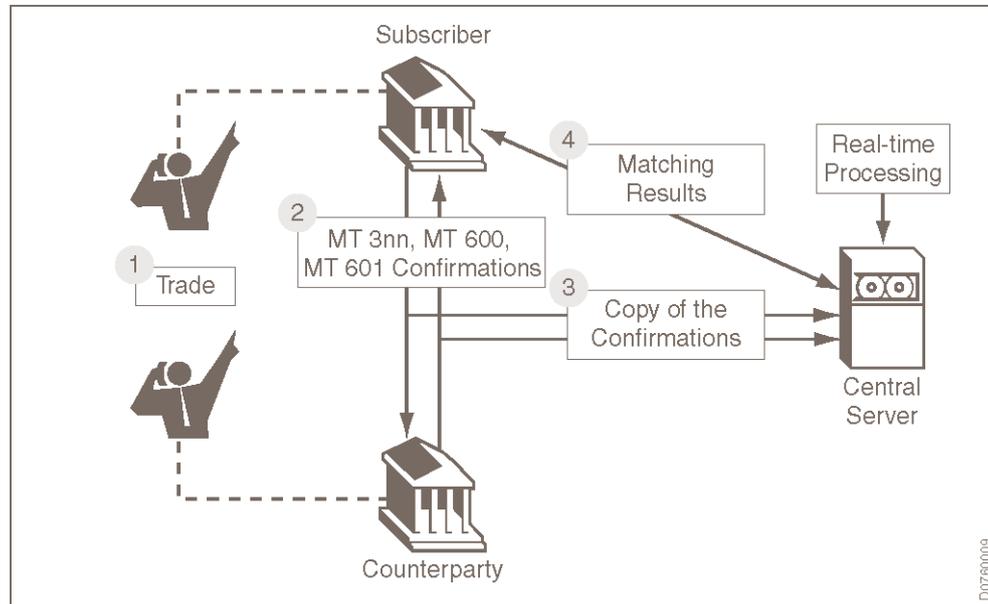
If you run the **Reporting Inclusion/Exclusion** task again, then you will see that the status of the Message Type has changed to **I/FL**, meaning that all confirmations of that message type for all counterparties are to be ignored for matching:

Entity	Rule status	Deal type	List cpty	List currency	Action	Action status	Action created by	
SWBPBEHXXX	Active	MT 300 - Foreign...	I/FL	R/FL	Update Reportl...	Complete	accorduser	N

## Appendix A The Accord Matching Process

This appendix gives a high-level description of the Accord matching process, providing only the level of detail required to plan an Accord migration. For a full description of the matching process, see the *Accord Matching Rules Guide*.

The matching process compares every new or updated confirmation sent with all other confirmations already stored in the database.



1. When a customer and its counterparty agree on a deal, both parties exchange MT 3xx, MT 600, or MT 601 messages over FIN.
2. SWIFT copies the messages, in real time, to Accord.
3. Each confirmation is first validated, after which Accord tries to find a matching counterparty confirmation.
4. The Accord customer consults the matching results and details of the confirmations, by using the Graphical User Interface (GUI) or an application based on the Accord Application Programming Interface (API).
5. As part of the exception management process, the customer can take a number of actions including adding a user status code, adding a note, manually cancelling an item (in exceptional cases), and exporting data to a CSV file.
6. The customer can also send free format messages (chasers) to the counterparty.
7. Seven days after the maturity date of the trade (or 14 days in the case of Commodities confirmations), the confirmation expires. Expired confirmations are removed from the Accord database or, if the customer is an LTA (Long Term Archival) subscriber, moved to the LTA server.

## A.1 Matching Results for Confirmations

The matching result for a confirmation is one of the following:

Matching result	Description
<b>Unmatched</b>	<p>Accord cannot find a corresponding matched or mismatched confirmation exchanged between the same counterparties:</p> <ul style="list-style-type: none"> <li>one party has not yet sent the expected FIN message</li> <li>both parties' FIN messages are in the Accord database but there are differences between crucial fields such as the Amount or the Currency Code</li> </ul> <p>For nearly all message types, a pairing algorithm identifies other unmatched confirmations that are likely to be related to the same trade.</p>
<b>Mismatched</b>	<p>Accord finds a corresponding confirmation between the same counterparties that fulfils part of the matching rules. That is, the confirmation fulfils the criteria for all the crucial fields, but there are differences in one or more of the other fields in the message.</p> <p>For most mismatched confirmations, the counterparties and amount fields fulfil the matching criteria, but some other details do not.</p>
<b>Matched</b>	<p>Accord finds a corresponding confirmation between the same counterparties that fulfils all of the matching criteria and rules.</p>

### Other confirmation statuses

Status	Description
<b>Rejected</b>	Accord rejects a confirmation that fails validation or pre-processing. It is not processed.
<b>Cancelled</b>	Accord no longer processes a confirmation that the sender has cancelled.

Accord does not try to match cancelled or rejected confirmations.

### Results of pairing: additional candidates for matching

Unmatched confirmations are constantly analysed for a match with newly arrived confirmations. In addition, they are analysed using a pairing algorithm. This process uses "*pairing rules*", based on a set of frequently made mistakes, to identify up to five confirmations likely to be related to the same transaction.

For an unmatched confirmation there is generally either no confirmation with which it could be paired, or only a single candidate. Typically the two paired messages clearly refer to the same transaction, but present one very important human mistake that impacts at least one unmatched field – for example, the buyer and seller are reversed, or the value date specifies a different year.

It is possible to search explicitly for confirmations that are "*unmatched with pairs*".

## A.2 Amount Tolerances

When Accord compares amount fields for matching, it allows a rounding difference between the two amounts. That is, it tolerates a difference of up to a specified amount without regarding it as a mismatch or unmatched.

A typical allowable rounding difference is 99 in the rightmost digits, but this varies according to the number of decimals available for the currency involved. For full information about the decimals available for specific currencies, refer to [ISO 4217](#).

## A.3 Hierarchy of Mismatch Fields in MT 300, MT 600, and MT 601 Confirmations

Accord treats field A-83a, Fund or Beneficiary Customer, as a "priority mismatch field" when matching MT 300, MT 600, and MT 601 confirmations:

1. **Accord finds two confirmations from the counterparty that mismatch with the current confirmation.**

Accord checks field A-83a in the two confirmations. A received confirmation in which field A-83a matches with the sent confirmation is regarded as a better match than a received confirmation with a mismatch in field A-83a.

This applies even if the confirmation with a match in field A-83a has a higher total number of mismatch fields that differ.

2. **Accord finds two received confirmations with a match in field A-83a.**

Accord regards the received confirmation with the fewer differences in mismatch fields as the better match. If the number of differences in mismatch fields is the same, then the confirmation in which fewer fields match as the result of a user-defined matching rule instruction is the better match.

3. **Accord finds a received confirmation with a match in field A-83a and a received confirmation in which field A-83a matches as a result of a user-defined matching rule instruction.**

Accord regards the received confirmation that matches without the user-defined matching rule instruction as a better match.

## A.4 User-defined Matching Rules

A user-defined matching rule (MRI) is a standing instruction to Accord to ignore specific differences in specific unmatched or mismatch fields. The rule takes into account the confirmation type, the counterparty, and the field content in both the confirmation sent and the confirmation received.

### Applicability of user-defined matching rules

Accord users can define matching rules in the Accord GUI using the **Accept as Match and Create Rule** function. This matching rule specifies that any similar mismatched confirmation pairs with the same counterparty that Accord finds in the future should be considered as matched.

For some types of matching rule, there is also a **Create Matching Rule for All Counterparties** function. If in the future Accord finds a similar mismatched confirmation pair, then it considers them as matched and in addition creates an individual matching rule for the counterparty in the confirmation pair.

No matter how the matching rule is created, it is subject to the approval of the counterparty, if the counterparty is an Accord subscriber. If the counterparty does not approve or reject the matching rule proposal within 14 days, then it is automatically activated.

### Further information

For information about the different types of user-defined matching rules, and how to export them from Accord, see the *Accord Matching Rules Guide*.

## A.5 Changes to the Matching Status

A confirmation's matching status may change as a result of the following events:

- The customer or the counterparty sends a confirmation related to an existing unmatched confirmation.
- The customer or the counterparty sends a cancellation or an amendment.
- If certain criteria are met, then the customer can manually update the status of a confirmation.
- The customer or the counterparty sends a confirmation that can improve the currently assigned matching status.

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