

Legal change - Persona

Who may be involved?

Below please find the contact role(s) or department(s) in your institution, who may get involved or impacted indirectly during different phases of the legal change process (merger, acquisition, transfer or category change) in Swift



For external customer
Published 2024

Persona

Legal change persona

Who	Role/ Department	Purpose
Project Manager/ Main point of contact	Coordinates the rollout of the solution at the bank and collaborates with different stakeholders	<ul style="list-style-type: none"> Will act as single point of contact, coordinating the functions of the various role Set up the project team with the required profiles Share the documentation, info on the process
Compliance officer/ Legal officer	Legal or compliance team who has professional knowledge about the merger/ acquisition and manages the merger/ acquisition legal documentation	Provide legal documents and fulfil the legal requirement
Contract team	Team managing the Swift legal contracts/ and all the products & service subscription	In the context if there is any SWIFT contract which needs to be transferred
swift.com administrator	Identity Management on swift.com	Assign or modify accesses and all user roles on swift.com
*swift.com user who has ordering profile	The person who has ordering right in your institution	Place the legal change e-order via Legal Entity or Publication Change Swift
*Messaging expert	Expert who operates SWIFT messages and traffic	Handling and managing impact on change of MT messages, configuration of the different messaging type
*Administrator for <ul style="list-style-type: none"> KYC Registry KYC SA WATCH GPI / Swiftgo Sanction Utility Group 	User who has the administration right to set up or update the users access for the relevant product(s)	Set up or modify the users' access for the relevant product(s)
*Security officer/ PKI delegation	User who identify as Swift security officer / PKI delegation in your institution	Set up or modify the security officer / PKI delegation
**Tax expert	Fill in the tax return form & providing tax advices	In the context of MEMB requests for share reimbursement
**Treasury expert	Team managing the transfer, purchasing, or receiving Swift share	To make payment/ transfer for purchasing the share or to receive the share reimbursement
**Finance/ accounting/ external auditor	Team managing financial activity	To provide financial statement (audited by independent external auditor), or annual report.

* Role is optional depending on the subscription of the product(s) and their impacts. Sometimes multiple roles are held by the same person as swift.com administrator(s)

** only applicable when the legal change involve the Swift shareholder, share purchase, share transfer, or share reimbursement

