

# MyGinnieMae Portal Dictionary

U.S. Department of Housing and Urban  
Development (HUD)


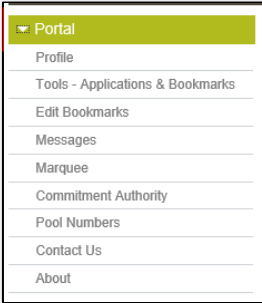
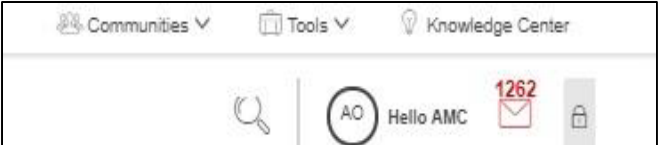
Ginnie Mae, Office of Securities Operations

Version 1.1

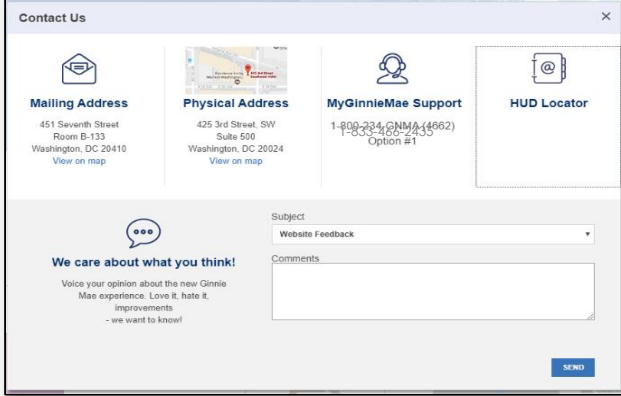
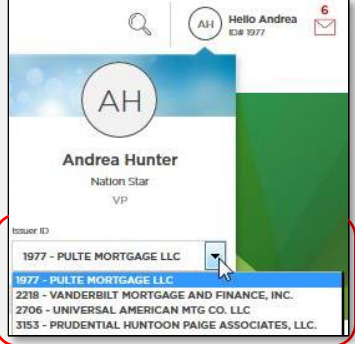


## Document History


Version	Date of the Document	Author	Entity (Company or Department Author Represents)	Revision Description
1.0	01-29-2020	K. Duda D. Cannon L. Jefferson	Ampcus Ampcus Ginnie Mae	Initial Draft
1.1	02-28-2020	R. Waddler L. Jefferson	Ampcus Ginnie Mae	Added def for MyGinnieMae ID



Term/Acronym	Definition
<b>About MyGinnieMae</b>	A link located in the <a href="#">Portal Footer</a> ( <a href="#">Figure 2.0</a> ) that directs a user to general information about the <a href="#">MyGinnieMae</a> portal.
<b>Access Management Console (AMC)</b>	<p>The user interface module for <a href="#">Organization Administrators</a> to create new <a href="#">End User</a> accounts, grant <a href="#">End Users</a> access to Ginnie Mae business applications via <a href="#">functional role</a> assignment, and manage existing <a href="#">End User</a> accounts for the <a href="#">Organization ID(s)</a> they manage.</p> 
<b>Accordion</b>	<p>A feature that allows a section of content to be shown or hidden by selecting an icon (e.g., plus sign, minus sign, arrow, triangle).</p> 
<b>Account Inactivity</b>	An indicator that a user has not logged in to an account, which must occur at least every 90 days to avoid the account being automatically <a href="#">disabled</a> . An <a href="#">End User</a> must contact an <a href="#">Organization Administrator</a> to have the account re-enabled and <a href="#">functional roles</a> reassigned. An <a href="#">Organization Administrator</a> must contact the <a href="#">Operations Administrator</a> via the <a href="#">Ginnie Mae Customer Support Hotline</a> to have the account re-enabled and the security privileges reassigned.
<b>Authenticated User</b>	A user whose credentials have been validated and thereby successfully logged in to the <a href="#">MyGinnieMae</a> portal.
<b>Avatar</b>	<p>The icon used represent a particular person in the <a href="#">MyGinnieMae</a> portal. Selecting the avatar allows the user to access and manage their user profile.</p> 

Term/Acronym	Definition
<b>BI Publisher Enterprise</b>	The reporting solution from Oracle to manage and deliver Administrative Reports in the Access Management Console easier and faster than traditional reporting tools.
<b>Bookmarks</b>	<p>A feature that allows users to manage visibility preferences for the items available in the Bookmarks section of the portal.</p> <div data-bbox="711 436 1156 699" data-label="Image"> </div> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Bookmarks</p>
<b>Business Objects (BO) Reports</b>	<p>An application that allows Ginnie Mae and the PPA Operations team to view and analyze IPMS data and create reports.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Other Applications&gt; BO Reports</p>
<b>Commitment Management (CM)</b>	<p>The application within <a href="#">IPMS</a> where Issuers can submit requests for commitment authority, monitor their commitment authority balances, view the status of requests, confirm commitment fees and submit payment instructions for ACH debit of commitment fees.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">IPMS</a>&gt; CM</p>
<b>Communities</b>	<p>A drop-down menu in the <a href="#">Global Header</a> that provides access to blog posts and <a href="#">Discussion Forums</a> to share information on a variety of business topics. Currently, Ginnie Mae Account Executives may initiate and respond to discussions, while <a href="#">End Users</a> who have access to the feature are able to comment on existing discussions.</p> <div data-bbox="646 1396 1271 1520" data-label="Image"> </div>
<b>Contact Management (CM)</b>	<p>An <a href="#">RFS</a> application used by Issuers to view and update contact information for their organization.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; CM</p>

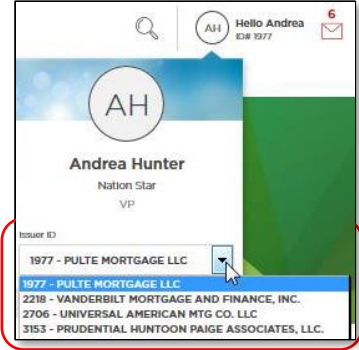

Term/Acronym	Definition
<p><b>Contact Us</b></p>	<p>A feature that allows users to submit feedback and ideas to be considered in future versions of <a href="#">MyGinnieMae</a>. The 'Contact Us' link displays in the <a href="#">Portal Footer</a> (<a href="#">Figure 2.0</a>).</p> 
<p><b>Custodial Account Verifications (CAVS)</b></p>	<p>The <a href="#">RFS</a> application used to perform quarterly independent verification of rating and certification status of custodial accounts. Issuers upload bank rating and certification data from Ginnie Mae approved rating agencies via RFS Pool Accounting submissions. This is an internal Operations tool.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; CAVS</p>
<p><b>Document Custodian ID (Custodian ID)</b></p>	<p>An <a href="#">Organization ID</a> assigned to a specific business entity. Custodians associated with multiple Issuer IDs can toggle their view to display data specific to that business entity.</p> <p>This data is shown within the Commitment Authority and Pool Numbers <a href="#">widgets</a>.</p> <p>Shown on the <a href="#">My Profile</a> screen.</p> 
<p><b>(Ginnie Mae) Customer Support Hotline</b></p>	<p>The service desk that provides assistance and support for portal users with system and application issues, password and access issues, new pool issuance, monthly reporting and general IT assistance that may be needed for Ginnie Mae systems. The Ginnie Mae Customer Support Hotline can be reached at 1-833-GNMA HELP or via email at <a href="mailto:ginniemae1@bnymellon.com">ginniemae1@bnymellon.com</a>.</p>
<p><b>Data Analysis and Reporting Tool (DART)</b></p>	<p>An <a href="#">RFS</a> data querying tool that retrieves historical pool and loan data that Ginnie Mae users can use to gain a better understanding of past performance of Mortgage-Backed Securities (MBS).</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; DART</p>
<p><b>Default ID</b></p>	<p>The user ID that will automatically be used by <a href="#">MyGinnieMae</a> to provide an <a href="#">authenticated user</a> access to systems and applications, such as <a href="#">GMEP 1.0</a> and <a href="#">GinnieNET</a>. This ID is established at account creation and used by the system behind the scenes. The users only need to know their <a href="#">Username</a> to access the portal.</p>

Term/Acronym	Definition
<b>Disabled Account</b>	<p>An account status whereby the existing <a href="#">functional roles</a> have been removed. A user's account can be disabled due to 90 days of inactivity or manually by an <a href="#">Organization Administrator</a>.</p>
<b>Discussion Forums</b>	<p>A generic name for <a href="#">Communities</a> where <a href="#">End Users</a> can create and discuss relevant Ginnie Mae topics with other users. Currently, forums exist for Account Executives and Issuers.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Communities</a>&gt; (Forum Name)</p>
<b>Doing Business with Ginnie Mae</b>	<p>A link located on the <a href="#">Public Landing Page</a> (<a href="#">Figure 1.0</a>) that directs a user to information regarding Ginnie Mae's business model on the Ginnie Mae website <a href="#">GinnieMae.gov</a>.</p>
<b>E-Notification (eNOTE)</b>	<p>An <a href="#">RFS</a> application within the portal where alerts and notifications are sent. Issuers and Document Custodians are responsible for routinely checking their e-Notification mailboxes.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; eNOTE</p>
<b>Employee Contact List</b>	<p>A list of Ginnie Mae employee contact information. Ginnie Mae users can update their mobile numbers. All other data must be updated by the Administrators. Only Ginnie Mae users and Administrators can see this list.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Other Applications&gt; Employee Contact List -or-  <b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Reports&gt; Employee Contact List</p>
<b>End User</b>	<p><a href="#">MyGinnieMae</a> portal users that have been assigned a <a href="#">functional role</a>, such as Ginnie Mae employees, business partners and contractors who require access to the business applications and information within the portal.</p>
<b>Enterprise ID (Username)</b>	<p>The <a href="#">Username</a> used by <a href="#">End Users</a> to access the <a href="#">MyGinnieMae</a> portal. The portal will only allow one user to be registered for each email address. The ID must be an email address that is unique to the user.</p>
<b>Entitlement</b>	<p>A condition or provision that, together with application or system roles, make up an <a href="#">underlying role</a> in the <a href="#">MyGinnieMae</a> portal.</p>
<b>Extend</b>	<p>The button in the <a href="#">Session Manager</a> section that enables users to extend their portal</p> <div data-bbox="699 1635 1070 1707" data-label="Image"> <p>The image shows a rectangular box containing a session manager interface. On the left, it says 'Session timeout in' followed by '18:47'. To the right of the timer are two buttons: a blue button with a circular arrow icon and the text 'EXTEND', and a blue button with a lock icon and the text 'LOG OUT'.</p> </div> <p>session to avoid being automatically logged out.</p>

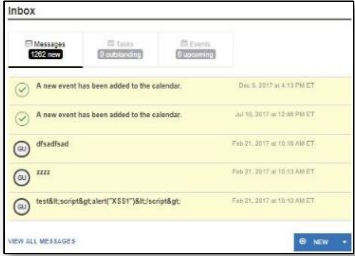
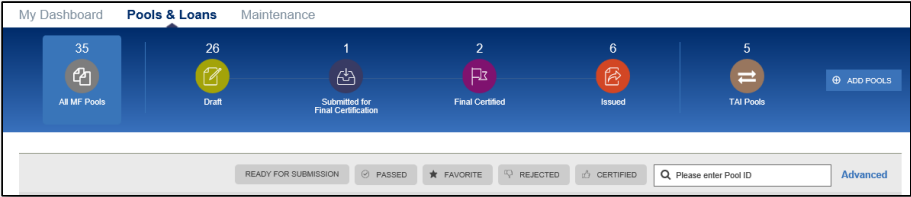
Term/Acronym	Definition
	<p>To access the 'Extend' button, select the lock icon in the <a href="#">Global Header</a> to reveal the <a href="#">Session Manager</a>.</p> 
<b>Federal Identity, Credential, and Access Management (FICAM)</b>	The Federal tools, policies, and systems that allow an organization to manage, monitor, and secure access to protected resources.
<b>Federal Information Security Management Act (FISMA)</b>	United States legislation that defines a comprehensive framework to protect government information, operations and assets against natural or man-made threads.
<b>Forgot Password?</b>	A link located on the <a href="#">Login Page</a> that redirects a user to the page in the portal that will allow them to reset their password. (See <a href="#">Figure 3.0</a> )
<b>Functional Role</b>	A system access profile based on business activities used to ensure <a href="#">End Users</a> have the appropriate level of access to be able to perform their job functions and responsibilities. Functional roles are grouped and vary by type (refer to the <a href="#">Functional Role Matrix</a> ).
<b>Ginnie Mae Enterprise Portal (GMEP 1.0)</b>	<p>The <a href="#">legacy system</a> for Issuers, Subservicers and Document Custodians to access Ginnie Mae systems for monthly reporting, pool transfers, managing master agreements, and other tasks associated with the MBS programs.</p> <p>The applications in GMEP 1.0 are accessed via <a href="#">MyGinnieMae</a>.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Applications</p>
<b>Ginnie Mae Portfolio Analysis Database System (GPADS)</b>	<p>An <a href="#">RFS</a> tool that helps track risk using portfolio statistics and comparing Issuers with peer group activity.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; GPADS</p>
<b>Ginnie Mae's Role in Housing Finance</b>	A link located on the <a href="#">Public Landing Page</a> ( <a href="#">Figure 1.0</a> ) that directs a user to general information about Ginnie Mae and what Ginnie Mae does on the Ginnie Mae website, <a href="#">GinnieMae.gov</a> .
<b>GinnieNET</b>	<p>Ginnie Mae's <a href="#">legacy system</a> used for issuing mortgage-backed securities and pool certifications.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; GinnieNET</p>

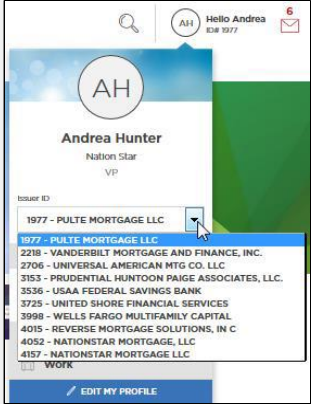
Term/Acronym	Definition
<p><b>Global Header</b></p>	<p>A menu of options available to <a href="#">authenticated users</a> at the top of each page in the portal. From here, a user can access: <a href="#">Communities</a>, <a href="#">Tools</a>, Files, <a href="#">Knowledge Center</a>, <a href="#">Portal Search</a>, <a href="#">My Profile</a>, <a href="#">Messages</a>, and <a href="#">Session Manager</a>.</p> 
<p><b>Government Security Disclosure</b></p>	<p>A statement provided on the <a href="#">Login Page (Figure 3.0)</a> that discloses security information regarding use of the <a href="#">MyGinnieMae</a> portal. By using the portal, users state they understand and agree to the terms within the disclosure.</p>
<p><b>GNMA</b></p>	<p>The Government National Mortgage Association (commonly referred to as Ginnie Mae and abbreviated to GNMA) is a U.S. government corporation that guarantees the timely payment of principal and interest on mortgage-backed securities (MBSs) issued by approved Ginnie Mae lenders.</p>
<p><b>HMBS Reporting and Administration (HRA)</b></p>	<p>The <a href="#">RFS</a> module used by an Issuer’s authorized signer for HECM Mortgage-Backed Securities (HMBS) to make a new monthly reporting certification or remove a certification so they can replace it with a new one. Issuers can also view prior monthly reporting certifications.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; HRA</p>
<p><b>Home Organization (Home Org ID)</b></p>	<p>The organization that a user’s account is registered with (usually the organization that employs the user). The Home Organization is set in <a href="#">AMC</a> by the <a href="#">Organization Administrator</a> on the New User Registration Form in the ‘Org ID’ field when a user is invited to register for <a href="#">MyGinnieMae</a>. A user can have access to multiple <a href="#">Organization IDs</a>, but only one can be the user’s Home Organization ID.</p>
<p><b>Identity Console</b></p>	<p>A page in the <a href="#">MyGinnieMae</a> portal that allows a user to change their password, set or change security questions or see which applications they have access to.</p> 



Term/Acronym	Definition
<b>Independent Public Accountant (IPA)</b>	<p>The <a href="#">RFS</a> module used by Issuers to electronically submit their annual financial statements, fidelity bond insurance renewal and/or errors and omissions insurance renewals.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a> &gt; <a href="#">RFS</a>&gt; IPA</p>
<b>Integrated Pool Management System (IPMS)</b>	<p>A system established by Ginnie Mae to manage the disbursement of congressionally authorized commitment authority to guarantee mortgage-backed securities under the Ginnie Mae MBS Programs.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Applications&gt; IPMS</p>
<b>Interest Rate Differential (IRD)</b>	<p>The application used to determine the interest rate differential for MBS.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Other Applications&gt; IRD</p>
<b>Issuer Feedback</b>	<p>A module in <a href="#">RFS</a> that provides Issuer feedback.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; Issuer Feedback</p>
<b>Issuer ID</b>	<p>An <a href="#">Organization ID</a> assigned to a specific business entity. Issuers associated with multiple Issuer IDs can toggle their view to display data specific to that business entity. This data is shown within the Commitment Authority and Pool Numbers <a href="#">widgets</a>.</p> <p>Shown on the <a href="#">My Profile</a> screen.</p> 
<b>Issuer Operational Performance Profile (IOPP)</b>	<p>An <a href="#">RFS</a> tool that helps Issuers better understand Ginnie Mae’s expectations and the metrics that Ginnie Mae uses. It allows Issuers to gauge their effectiveness against the Ginnie Mae standards and their peers.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; IOPP</p>
<b>Knowledge Center</b>	<p>A repository for viewing and downloading approved tools and resources. The Knowledge Center is managed by the Ginnie Mae Content Manager.</p>  <p><b>Location</b> <a href="#">Global Header</a>&gt; Knowledge Center</p>
<b>Leadership Blog</b>	<p>Ginnie Mae leadership may use blog posts to communicate industry events and information and Ginnie Mae announcements with the <a href="#">MyGinnieMae</a> user community.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Communities</a>&gt; Leadership Blog</p>

Term/Acronym	Definition
<p><b>Legacy Systems</b></p>	<p>Technology that paved the way for doing business with Ginnie Mae. Legacy systems refer to <a href="#">GMEP</a>, <a href="#">GinnieNET</a> and <a href="#">IPMS</a> systems.</p>
<p><b>Login (Page)</b></p>	<p>Navigate to the <a href="#">Public Landing Page (Figure 3.0)</a> at <a href="https://my.ginniemae.gov">https://my.ginniemae.gov</a> and select 'Login' to access the Login Page.</p>  <p><b>Note:</b> It is recommended to save this page to your browser favorites.</p>
<p><b>Log Out</b></p>	<p>The button used to securely exit <a href="#">MyGinnieMae</a> and close the portal session.</p>  <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Session Manager</a> lock icon&gt; 'Log Out' button</p>
<p><b>Marquee</b></p>	<p>A banner on the <a href="#">MyGinnieMae</a> portal landing page (<a href="#">Figure 1.0</a>) used to display important information about Ginnie Mae and the portal. A user can navigate through the different marquee content and pause the carousel rotation. Use the left or right navigation arrows to cycle through content and select the 'Pause' button to stop the</p>  <p>carousel's rotation. Select the marquee image to open the full article content.</p>
<p><b>Master Agreement Management System (MAMS)</b></p>	<p>The system that provides Issuers, Subservicers, Participation Agents and Document Custodians an automated method to input data required to create agreements, upload copies of documents, print agreements, search and view agreements, access and view reports, and certify forms using a <a href="#">multi-factor authentication</a> methodology.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">IPMS</a>&gt; MAMS</p>

Term/Acronym	Definition
<b>Matching and Suspense (MAS)</b>	<p>An <a href="#">RFS</a> module that electronically matches Issuer reported loan data to the FHA or VA agency master data on a monthly basis. Issuers can view MAS exceptions and suspense notifications.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; MAS</p>
<b>Media Center</b>	<p>A link located on the <a href="#">Public Landing Page</a> (<a href="#">Figure 1.0</a>) that directs a user to articles and bulletins containing news and information pertaining to Ginnie Mae on the Ginnie Mae website, <a href="#">GinnieMae.gov</a>.</p>
<b>Messages</b>	<p>Users can send, view, and filter messages in their Inbox on their <a href="#">My Dashboard</a> page. Select an individual list item to view the entire message. Additionally, a user can view all their messages by selecting the 'VIEW ALL MESSAGES' link.</p> 
<b>Modernized Systems/ Applications</b>	<p>Emerging technology that Ginnie Mae is implementing to update its Securitization Platform technology, processes, and related policies in response to the growing need for increased transparency and improved service delivery to its Issuers and investors. An example of a modernized application is the Multi-Family Pool Delivery Module (MFPDM).</p>
<b>Multi-Factor Authentication (MFA)</b>	<p>A security system that requires more than one method of authentication from independent categories of credentials to verify a user's identity. This ensures that the appropriate security controls and context are established prior to conducting business. This is also referred to as <a href="#">Second Factor Authentication</a> in the portal. The <a href="#">MyGinnieMae</a> portal uses a <a href="#">One-Time PIN (OTP)</a> for multi-factor authentication.</p>
<b>Multi-Factor Authentication Page</b>	<p>A portal page where users are directed when entering their credentials to input the <a href="#">One-Time PIN (OTP)</a> delivered through email or from Oracle Mobile Authenticator.</p>
<b>Multi-Family Pool Delivery Module (MFPDM)</b>	<p>A modernized application used to add, save, validate and submit Multi-family pools. MFPDM provides an updated application interface to processes currently supported through <a href="#">GinnieNET</a>. Pool certification processes performed by Document Custodians will remain in <a href="#">GinnieNET</a> until a future release.</p>  <p><b>Location</b> Above the <a href="#">Marquee</a>&gt; Pools &amp; Loans tab</p>



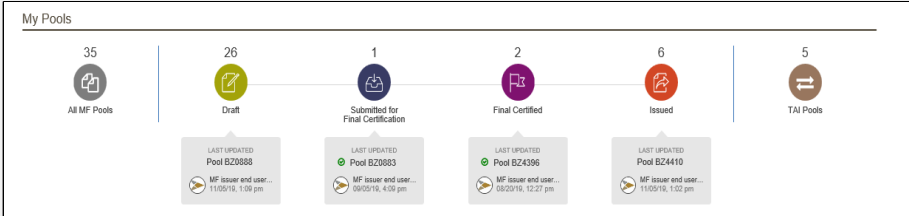
Term/Acronym	Definition
<b>My Dashboard</b>	A tailored landing page that an <a href="#">End User</a> is directed to upon authentication. This page is the central area to preview all the <a href="#">MyGinnieMae</a> news, updates, activities and messages in the portal. The features available on each My Dashboard are tailored to different <a href="#">functional roles</a> .
<b>MyGinnieMae</b>	Ginnie Mae's modernized web-based portal that allows users to access the applications needed to perform daily business activities through a single user interface. It provides users with a secure method to access client portals and integrated applications (including the legacy systems, <a href="#">GMEP 1.0</a> and <a href="#">GinnieNET</a> ).
<b>MyGinnieMae ID</b>	An authentication factor that is required when using a <a href="#">RSA SecurID</a> Token. The MyGinnieMae ID is the same as the <a href="#">enterprise ID</a> or MyGinnieMae <a href="#">username</a> , which is the user's corporate email address.
<b>My Profile</b>	<p>A self-service interface to manage a user profile, where users can go to change passwords, update phone numbers, edit job titles and other information specific to the user.</p> <p>If the user has multiple <a href="#">Organization IDs</a> linked to their user profile, they can change the Org ID they work under from My Profile.</p> <p><b>Location</b> <a href="#">Avatar</a></p> 
<b>Office of Securities Operations (OSO)</b>	The HUD office responsible for three major business functions: Ginnie Mae Mortgage Backed Securities Operations; Ginnie Mae's Transformation and Modernization effort; and Ginnie Mae's Program Administration/Customer Outreach.
<b>Onboarding Workflow</b>	An invitation model used to request and approve user registration and access to <a href="#">functional roles</a> . This model employs <a href="#">Segregation of Duties</a> that requires more than one system administrator to onboard a single user.
<b>One-Time PIN (OTP)</b>	A factor in Ginnie Mae's <a href="#">Multi-Factor authentication</a> process which requires more than one method of authentication to ensure the proper security controls are established. Provides an additional level of security for access to Ginnie Mae business applications by receipt of a single-use PIN sent through email or from the Oracle Mobile Authenticator (OMA).
<b>Operations Administrator (Ops Admin)</b>	Privileged users that have general oversight over the portal. The Bank of New York Mellon via the <a href="#">Ginnie Mae Customer Support Hotline</a> acts as the Operations Administrator for <a href="#">MyGinnieMae</a> on behalf of Ginnie Mae. Operations Administrators set up and manage all <a href="#">Organization Administrator</a> accounts, finalize all <a href="#">End User</a> access requests, and unlock users' <a href="#">OTP</a> accounts.

Term/Acronym	Definition
	The Operations Administrator may not manage or make changes to <a href="#">End User</a> accounts or reset passwords; those functions must be completed by an <a href="#">Organization Administrator</a> .
<b>Oracle Mobile Authenticator (OMA)</b>	A mobile application that enables you to securely verify your identity by using your smart device as an authentication factor for <a href="#">Multi-Factor Authentication</a> . The app generates six-digit <a href="#">One-Time PINs</a> (OTP) that are valid for 30 seconds for login.
<b>Organization Administrator (Org Admin)</b>	<p>A privileged user who controls system access, assigns <a href="#">functional roles</a> and performs other user management activities in <a href="#">MyGinnieMae</a> for an organization. This is the person that an <a href="#">End User</a> should go to first when experiencing issues in the portal. Each organization must have at least two Organization Administrators set up. If Organization Administrators will also be business application users requiring <a href="#">functional role</a> assignment associated with their <a href="#">MyGinnieMae</a> user ID, then a third Organization Administrator is required.</p> <p>Organization Administrators would have performed the Security Officer role in <a href="#">GMEP1.0</a> or the Enrollment Administrator role in <a href="#">GinnieNET</a>.</p>
<b>Organization Administrator Group</b>	A group of all the <a href="#">Organization Administrators</a> for a specific organization based on <a href="#">Organization ID</a> .
<b>Business Organization ID (Organization ID) (Org ID)</b>	The ID that identifies an organization, also referred to as <a href="#">Issuer ID</a> or Custodian ID. A user can have multiple Org IDs. If a user has multiple Organization IDs, the user must select the appropriate <a href="#">Issuer ID</a> from <a href="#">My Profile</a> before navigating to business applications.
<b>Organization Key (Org Key)</b>	A unique identifier for each organization comprised of the organization name, type and Org ID.
<b>Password</b>	A group of characters created by a user at registration that allows access to the <a href="#">MGM</a> portal when entered on the <a href="#">Login Page (Figure 3.0)</a> in conjunction with a <a href="#">Username</a> . The password may be changed via the Change Security Settings link in <a href="#">My Profile</a> .
<b>Password Expiration</b>	A password will expire 90 days from the date it was last set or changed. The password may be changed via the Change Security Settings link in <a href="#">My Profile</a> .
<b>Platinum Pool Processing Application</b>	The application that provides an interface for depositors creating new Platinum pools. The Platinum Pool Processing Application enables depositors to track the status of Platinum pool requests and other pending actions.
<b>Pool Accounting/Exception Feedback (PA/EF)</b>	The RFS modules that support streamlined data collection, feedback and reporting for Single Family (SF) and Multifamily (MF) MBS post-settlement activities. Exception Reports are sent to Issuers to correct any data quality errors. The list of errors can be

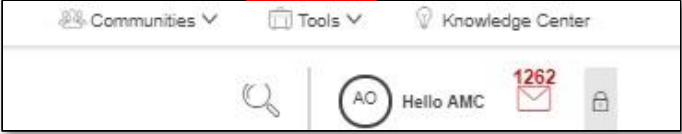
Term/Acronym	Definition
	<p>found in the Ginnie Mae Guide. The modules also allow authorized signers to view and submit monthly reporting certifications.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; PA/EF</p>
<p><b>Pool Transfer System (PTS)</b></p>	<p>The system used to submit pool transfers via the <a href="#">Ginnie Mae Enterprise Portal</a> (GMEP 1.0).</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">IPMS</a>&gt; PTS</p>
<p><b>Portal Footer</b></p>	<p>The section located at the bottom of the pages throughout the <a href="#">MyGinnieMae</a> portal and the <a href="#">Public Landing Page</a> with links to Ginnie Mae resources such as <a href="#">Portal Help</a> and <a href="#">Site Policies</a> (See <a href="#">Figure 2.0</a>).</p>
<p><b>Portal Help</b></p>	<p>A link to general resources including frequently asked questions, quick reference cards and other information regarding the <a href="#">MyGinnieMae</a> portal. The ‘Portal Help’ link</p> <div data-bbox="467 789 1154 842" data-label="Image"> </div> <p>displays on the <a href="#">Portal Footer</a> (<a href="#">Figure 2.0</a>).</p>
<p><b>Portal Search</b></p>	<p>The search function which allows a user to quickly find items such as files, forums, and people within <a href="#">MyGinnieMae</a>. It is represented by a magnifying glass icon. When the</p> <div data-bbox="467 1056 1143 1188" data-label="Image"> </div> <p>user selects the icon, a search bar will expand to enter search keyword(s).</p>
<p><b>Public Landing Page</b></p>	<p>The initial page that users are directed to when they enter <a href="https://my.ginniemae.gov">https://my.ginniemae.gov</a> in the web browser. There are links to general information available to <a href="#">unauthenticated users</a> and a ‘Login’ button to allow users with a portal account to access the <a href="#">Login Page</a> (<a href="#">Figure 1.0</a>).</p>
<p><b>Query and Reporting Tool</b></p>	<p>An application that allows Ginnie Mae and the PPA Operations team to view and analyze <a href="#">IPMS</a> data and create reports.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Other Applications&gt; Query And Reporting Tool</p>
<p><b>Registered Email</b></p>	<p>The corporate email address tied to an <a href="#">End User</a>’s account in <a href="#">MyGinnieMae</a>. All portal generated messages are sent to the registered email.</p>
<p><b>Registration Invitation</b></p>	<p>An emailed electronic request form sent to an <a href="#">End User</a> inviting them to register for portal access. This invitation expires 24 hours after it is sent.</p>

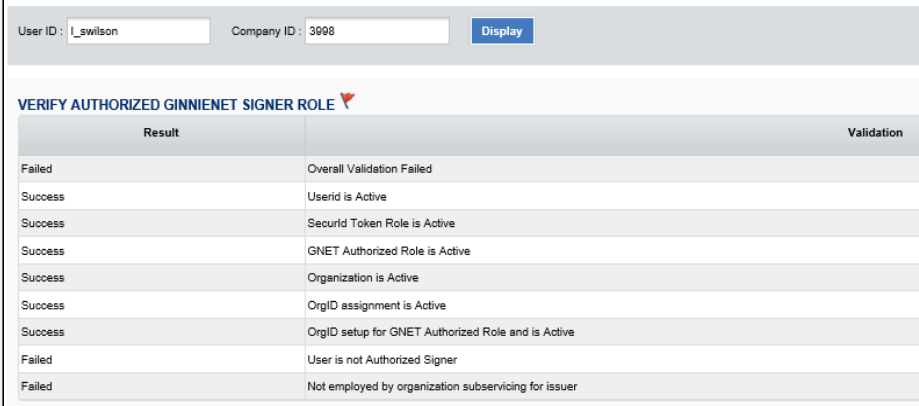
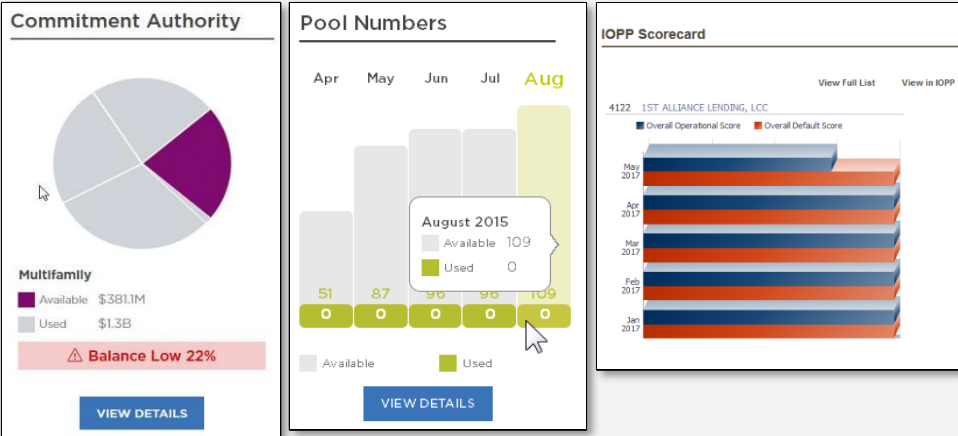
Term/Acronym	Definition
<b>Remote Secure Access (RSA)</b>	<p>The system that identifies and authenticates users at designated access points. <a href="#">RSA SecurID</a> authentication is required to submit certain transactions such as <a href="#">MFPDM</a>, <a href="#">GinnieNET</a>, Submission Center, <a href="#">Master Agreement Management System</a>, Commitment Request, and <a href="#">Custodial Account Verifications</a>.</p>
<b>Reporting and Feedback System (RFS)</b>	<p>The system used to submit post-settlement monthly pool and loan data.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; Applications&gt; RFS</p>
<b>Request Pool Numbers (RPN)</b>	<p>An application that Issuers use to request pool numbers. Users can also view pool numbers that have been used or are still available.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">IPMS</a>&gt; RPN</p>
<b>RFS Administration (ADMIN)</b>	<p>An <a href="#">RFS</a> operational tool used by Ginnie Mae and Operations teams to view various reports such as percent of Issuers submissions, and to provide detailed reports and queries on loans, pools, Issuers, originations, document custodians, guaranty, etc., which are used to support other <a href="#">RFS</a> modules.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; ADMIN</p>
<b>RSA SecurID® Token (Hard Token)</b>	<p>A small hardware device that is part of a two-factor authentication process used to ensure individuals performing submission or approval functions in Ginnie Mae's systems are authorized to do so.</p>
<b>Second Factor Authentication</b>	<p>A security system that requires more than one method of authentication from independent categories of credentials to verify a user's identity. This ensures that the appropriate security controls and context are established prior to conducting business. This is also referred to as <a href="#">Multi-Factor Authentication</a> in the portal. The <a href="#">MyGinnieMae</a> portal uses a <a href="#">One-Time PIN (OTP)</a> for second factor authentication.</p> <div data-bbox="488 1316 1469 1608" data-label="Image"> </div>



Term/Acronym	Definition
<b>Segregation of Duties (SoD)</b>	<p>A concept of having more than one person required to complete a task, also known as Separation of Duties. In business the separation by sharing of more than one individual in one single task is an internal control intended to prevent fraud and error. In MyGinnieMae this is achieved with the request and approval requirements built into the <a href="#">Onboarding Workflow</a> for user access.</p>
<b>Self-Service Password Management</b>	<p>The feature that allows users to change their password via <a href="#">My Profile</a> or set a new password via <a href="#">Forgot Password</a> if they have forgotten their password. The user will be required to enter an <a href="#">OTP</a> to change their password.</p>
<b>Session Manager</b>	<p>The Session Manager contains the <a href="#">Session Timer</a>, the 'Extend' button and the 'Log Out' button. To access the Session Manager, select the lock icon from the <a href="#">Global Header</a>.</p> 
<b>Session Timer</b>	<p>The timer in the <a href="#">Session Manager</a> that indicates how much time remains before the portal session times out. Due to federal security requirements, a session is terminated after 20 minutes of inactivity.</p>  <p>The session timer will extend when:</p> <ul style="list-style-type: none"> <li>• Manually refreshing the page,</li> <li>• Selecting on the 'Extend' button to extend the session, or</li> <li>• Navigating from page to page within the portal.</li> </ul>
<b>Single Sign-On (SSO)</b>	<p>An access control that allows a user to use a single ID and password to access multiple related, yet independent systems from within <a href="#">MyGinnieMae</a>.</p>
<b>Site Policies</b>	<p>A link located in the <a href="#">Portal Footer</a> (<a href="#">Figure 2.0</a>) that directs a user to information about Ginnie Mae's privacy policy and website usage.</p>
<b>Skittles</b>	<p>Icons that visually represent the count or status of specified items. When clicked, Skittles are used as filters for what is displayed. Examples include Pools in Draft, Submissions, Custodian activity, etc.</p> 

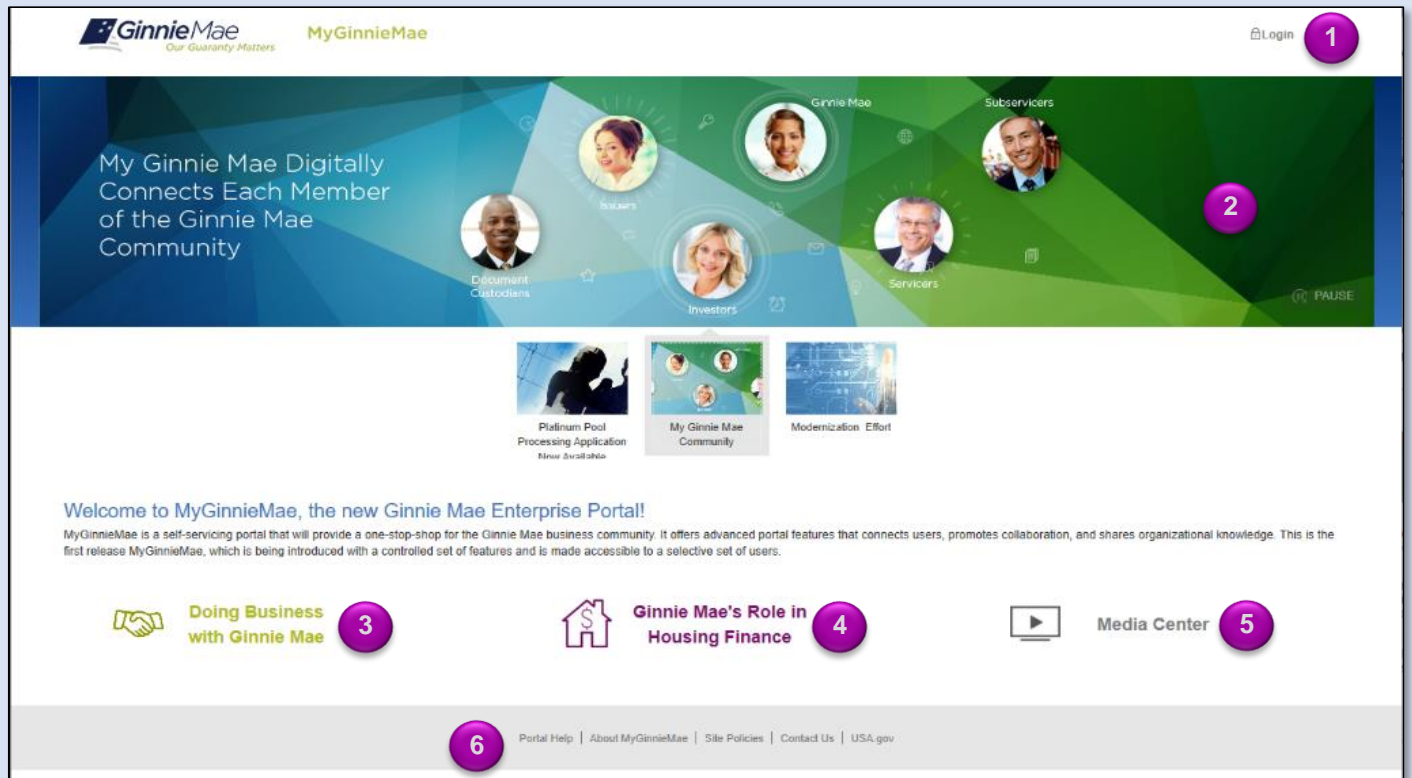


Term/Acronym	Definition
<b>Super Administrator (Super Admin)</b>	<p>The highest-level privileged user in MyGinnieMae who has ability to designate <a href="#">Operations Administrators</a> and manage all portal user access across all organization types. The Super Admin may complete all the actions of an <a href="#">Operations Administrators</a>.</p>
<b>Tools (Drop-down)</b>	<p>A central location in the <a href="#">Global Header</a> containing links to applications, bookmarks and reports. This area is dynamic and will only display the tools that a particular <a href="#">End User</a> is allowed to access based on their assigned <a href="#">functional role(s)</a>.</p>  <p>The screenshot shows a horizontal navigation bar with three main sections: 'Communities' with a dropdown arrow, 'Tools' with a dropdown arrow, and 'Knowledge Center' with a lightbulb icon. Below this, there is a search bar with a magnifying glass icon, a user profile section with a circular icon containing 'AO', the text 'Hello AMC', a notification bell icon with the number '1262', and a lock icon.</p>
<b>Unauthenticated User</b>	<p>A user that has not been validated via the <a href="#">login</a> process by entering a <a href="#">username</a>, <a href="#">password</a> and <a href="#">OTP</a>, or has not yet been given access to the <a href="#">MyGinnieMae</a> portal.</p>
<b>Underlying Roles</b>	<p>Application or system roles and <a href="#">entitlements</a> that make up a <a href="#">functional role</a>.</p>
<b>U.S. Department of Housing and Urban Development (HUD)</b>	<p>A cabinet department in the executive branch of the United States federal government created to support the housing market and home ownership. Ginnie Mae is a self-financing, wholly owned U.S. Government corporation within HUD.</p>
<b>USA.gov</b>	<p>A link located in the <a href="#">Portal Footer</a> (<a href="#">Figure 2.0</a>) that directs a user to the USA.gov website. The website is an online guide to government information and services.</p>
<b>Username (Enterprise ID)</b>	<p>The <a href="#">Enterprise ID</a> used by <a href="#">End Users</a> to access the <a href="#">MyGinnieMae</a> portal. The portal will only allow one user to be registered for each email address. The ID must be an email address that is unique to the user.</p>

Term/Acronym	Definition																				
<p><b>Verify Role Assignment</b></p>	<p>The screen used to see if role assignment validations were completed successfully.</p>  <table border="1" data-bbox="522 367 1414 646"> <thead> <tr> <th>Result</th> <th>Validation</th> </tr> </thead> <tbody> <tr> <td>Failed</td> <td>Overall Validation Failed</td> </tr> <tr> <td>Success</td> <td>Userid is Active</td> </tr> <tr> <td>Success</td> <td>SecurID Token Role is Active</td> </tr> <tr> <td>Success</td> <td>GNET Authorized Role is Active</td> </tr> <tr> <td>Success</td> <td>Organization is Active</td> </tr> <tr> <td>Success</td> <td>OrgID assignment is Active</td> </tr> <tr> <td>Success</td> <td>OrgID setup for GNET Authorized Role and is Active</td> </tr> <tr> <td>Failed</td> <td>User is not Authorized Signer</td> </tr> <tr> <td>Failed</td> <td>Not employed by organization subservicing for issuer</td> </tr> </tbody> </table> <p>Actions that need to be taken by <a href="#">Organization Administrators</a> within <a href="#">IPMS</a> to correct the factors that have caused the validation to fail will be listed on the screen.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">IPMS</a>&gt; Verify Role Assignment</p>	Result	Validation	Failed	Overall Validation Failed	Success	Userid is Active	Success	SecurID Token Role is Active	Success	GNET Authorized Role is Active	Success	Organization is Active	Success	OrgID assignment is Active	Success	OrgID setup for GNET Authorized Role and is Active	Failed	User is not Authorized Signer	Failed	Not employed by organization subservicing for issuer
Result	Validation																				
Failed	Overall Validation Failed																				
Success	Userid is Active																				
Success	SecurID Token Role is Active																				
Success	GNET Authorized Role is Active																				
Success	Organization is Active																				
Success	OrgID assignment is Active																				
Success	OrgID setup for GNET Authorized Role and is Active																				
Failed	User is not Authorized Signer																				
Failed	Not employed by organization subservicing for issuer																				
<p><b>Widely Held Fixed Investment Trust (WHFIT) Reporting</b></p>	<p>An <a href="#">RFS</a> module where Issuers submit required annual financial statements and related documents for WHFITs.</p> <p><b>Location</b> <a href="#">Global Header</a>&gt; <a href="#">Tools</a>&gt; <a href="#">RFS</a>&gt; WHFIT</p>																				
<p><b>Widget</b></p>	<p>Graphical tools that display simple but specific business information related to job function and responsibilities. Some <a href="#">End Users</a> will have widgets on their <a href="#">My Dashboard</a> page based on their <a href="#">functional role(s)</a>.</p> <ul style="list-style-type: none"> <li>The Commitment Authority widget will display if a user is assigned a <a href="#">functional role</a> that includes access to the <a href="#">Commitment Management (CM)</a> application.</li> <li>The Pool Numbers widget will display if a user is assigned a <a href="#">functional role</a> that includes access to the <a href="#">Request Pool Number (RPN)</a> application.</li> </ul> <p>The IOPP Scorecard widget provides Ginnie Mae Issuers a high-level view of their respective <a href="#">IOPP</a> scorecard, with options to filter by Tier and/or Program Type.</p> 																				

## Public Landing Page

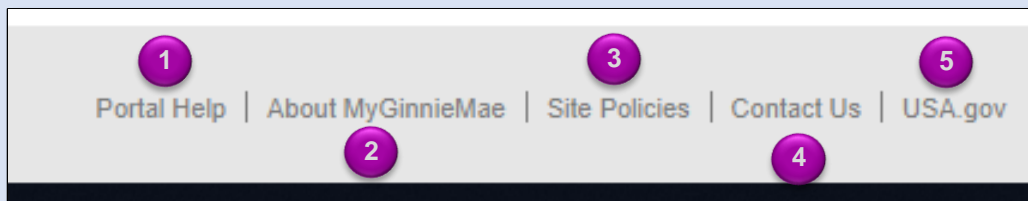
Figure 1.0



- |   |  |   |  |
|---|--|---|--|
| 1 | <a href="#">Login</a>                          | 4 | <a href="#">Ginnie Mae's Role in Housing Finance</a> |
| 2 | <a href="#">Marquee</a>                        | 5 | <a href="#">Media Center</a>                         |
| 3 | <a href="#">Doing Business with Ginnie Mae</a> | 6 | <a href="#">Portal Footer</a> (Figure 2.0)           |

## Portal Footer

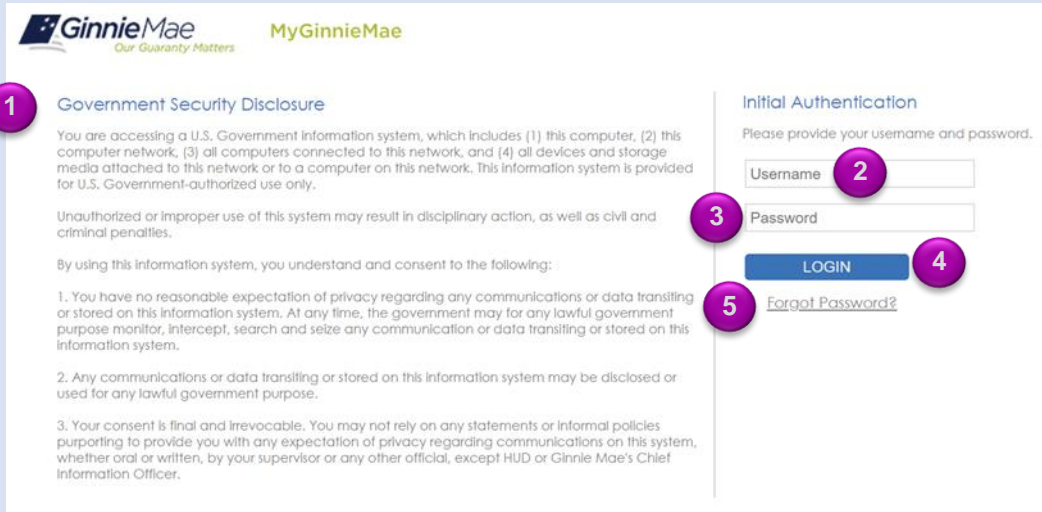
Figure 2.0



- |   |                                   |   |                            |
|---|-----------------------------------|---|----------------------------|
| 1 | <a href="#">Portal Help</a>       | 4 | <a href="#">Contact Us</a> |
| 2 | <a href="#">About MyGinnieMae</a> | 5 | <a href="#">USA.gov</a>    |
| 3 | <a href="#">Site Policies</a>     |   |                            |

# Login Page

Figure 3.0



1 [Government Security Disclosure](#)

2 ['Username'](#) Field

3 ['Password'](#) Field

4 ['Login'](#) Button

5 ['Forgot Password?'](#) Link

