Investor Reporting Quarterly Webinar– Review and Clearing RFS Exceptions

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Ginnie Mae
Our Guaranty Matters

REVIEW AND CLEARING RFS EXCEPTIONS

Presenters

Christy Christensen

Nancy Strickland

Yolanda Sease

REVIEW AND CLEARING RFS EXCEPTIONS

Agenda

1. Introduction

2. Reference Documents

3. Reporting and Correction Timeline

4. Appendix VI-19 Reporting and Feedback System (RFS) Issuer Monthly Report of Pool and Loan Data

5. Most Common Pool Record Alerts

6. Most Common Loan Record Alerts

7. Matching and Suspense

8. Live Demo

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Introduction

OBJECTIVES: CLEARING RFS EXCEPTIONS

What tasks should an Issuer be able to complete after training?

What new information will Issuers be exposed to?

Webinar Objectives

Understand and effectively use **Appendix VI-19 RFS Issuer Monthly Report of Pool and Loan Data**

Utilize **resources provided by Ginnie Mae**

Determine why **an exception generated and how to clear exception**

GENERAL INFORMATION

- **Issuers** are responsible for servicing mortgage pools and loan packages and the related securities within Ginnie Mae's servicing guidelines.

- T**he Reporting and Feedback System** is <u>not</u> an Accounting System, it is a ***Reporting System***. RFS provides a select group of reports and information back to the issuer based on data reported by the issuer.

- Ginnie Mae does not have access to the Reporting and Feedback System to change your data and we cannot "see" the information reported on your file.

- Ginnie Mae does not know what information is on your servicing system.

- Issuer Support is not allowed to give "permission" to change loan terms after origination such as FIC or interest rate. Please contact your Ginnie Mae Account Executive for assistance.
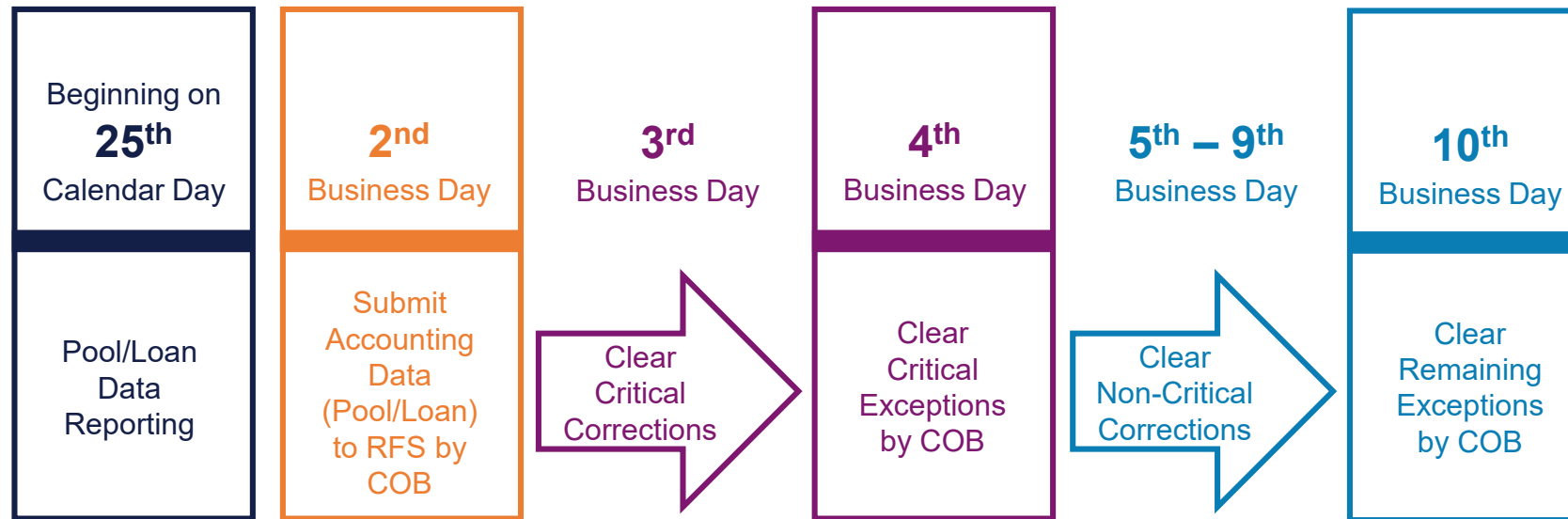
Reference Documents

REFERENCE DOCUMENTS

DOCUMENT	Ginnie Mae Web Site	Ginnie Mae MBS Guide	Ginnie Mae MBS Guide Appendix VI-19 Issuers Monthly Report of Pool and Loan Data	Ginnie Mae Investor Reporting Manual
DESCRIPTION	Government National Mortgage Association official website	The Ginnie Mae Mortgage-Backed Securities Handbook provides in-depth information about the Ginnie Mae I and Ginnie Mae II programs. It includes program information on many topics, including eligibility requirements, Issuer responsibilities, risks and liabilities, applications, pools, required forms, and other special requirements.	Appendix VI-19 is to be used by an Issuer to complete monthly accounting reporting.	The Ginnie Mae Investor Reporting Manual is designed to be a supplement to the Ginnie Mae Mortgage-Backed Securities Handbook. It clarifies certain aspects of pool administration using instructions and examples, including sample forms. The Investor Reporting Manual illustrates many topics, including reconciliations, loan liquidations, due dates and reporting requirements.
LINK	www.ginniemae.gov	www.ginniemae.gov/issuers/program_guidelines/Pages/mbs_guide.aspx	www.ginniemae.gov/issuers/program_guidelines/MBSGuideAppendicesLib/Appendix_VI-19.pdf	www.ginniemae.gov/issuers/program_guidelines/Pages/investor_reporting_manual.aspx

Reporting and Correction Timeline

RFS POOL AND LOAN REPORTING TIMELINE

Issuers must prepare and submit monthly reports of pool and loan data for each pool and loan package by the 2nd business day.

100% of pool and loan data must be reported by 7 pm ET on 2nd business day.

Beginning on **25th** Calendar Day	**2nd** Business Day	**3rd** Business Day	**4th** Business Day	**5th – 9th** Business Day	**10th** Business Day
Pool/Loan Data Reporting	Submit Accounting Data (Pool/Loan) to RFS by COB	Clear Critical Corrections	Clear Critical Exceptions by COB	Clear Non-Critical Corrections	Clear Remaining Exceptions by COB

COB – Close of Business: 7:00PM Eastern Time

SEVERITY LEVEL AND CORRECTION TIMEFRAME

Severity Level	Correction Timeframe	Severity Description
E	Corrections to Pool and Loan Records as applicable; corrections on these exceptions are due no later than the 4th business day. **Note: E-RFS111 Pool Record - No activity Reported must be cleared by 2nd BD.**	Record cannot be processed – Exceptions must be addressed in order to complete monthly reporting; resubmit data as applicable to the particular RFS message. Exceptions can occur on any Pool, Loan, Sensitive, or Various records.
C	Corrections must be addressed by the 4th business day. The severity level, "C", is only associated with Pool and Loan reporting. **Note: C-RFS204 Loan Record – No activity Reported must be cleared by 2nd BD**	Generally, these are exceptions related to remittance and/or disclosure data. These only occur on data related to Pool reporting and/or Loan reporting.
H	Corrections should be addressed by the 10th business day.	Exceptions related to Pool reporting and/or Loan reporting data.
M	Corrections should be addressed by the 10th business day.	Single Family Loan Matching and/or Suspense; corrections may require research, and therefore corrections could be made in the following reporting period
L	Corrections should be addressed by the 10th business day.	Exceptions can occur on any reporting of Pool, Loan, Sensitive, or Various records.

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Appendix VI-19

APPENDIX VI-19 ISSUER MONTHLY REPORT OF POOL AND LOAN DATA

- The RFS Issuer Monthly Report of Pool and Loan Data (Appendix VI-19) document assumes that the reader is familiar with the Ginnie Mae MBS Guide 5500.3, and in particular, Chapters 14, 17, 19, related appendices, forms, APMs, and MPMs. Issuers must refer to these regulatory and policy documents for compliance guidance related to pool accounting and administration.

- The information provided in the RFS Issuer Monthly Report of Pool and Loan Data (Appendix VI-19) document is not intended to establish or change Ginnie Mae policy, regulations, or accounting guidelines as defined in the Ginnie Mae Mortgage Backed Securities (MBS) Guide with which all issuers must comply.

- Each Issuer must submit pool and loan level data on a monthly basis, and this data must reconcile with RFS Issuer Monthly Report of Pool and Loan Data (Appendix VI-19), for the applicable reporting month. Appendix VI-19 provides technical guidance and record layout specifications for the submission of monthly pool and loan data.

- After processing the reported monthly pool and loan data, RFS will provide the Issuer with feedback relating to certain exceptions to the data. RFS exceptions are identified and described in Appendix VI-19. Issuers must address these RFS exceptions in accordance with Appendix VI-19 and as required by Ginnie Mae's servicing guidelines.

GINNIE MAE 5500.3, REV. 1

APPENDIX VI-19

REPORTING AND FEEDBACK SYSTEM (RFS) ISSUER MONTHLY REPORT OF POOL AND LOAN DATA

Applicability: Ginnie Mae I MBS Program and Ginnie Mae II MBS Program.

Purpose: To be used by an Issuer to complete monthly accounting reporting as required by Chapter 17 of this Guide. Monthly loan and pool level data must be submitted electronically to Ginnie Mae's Reporting and Feedback System (RFS).

Prepared by: Issuer.

Prepared in: Electronic form. Submitted via the Ginnie Mae Enterprise Portal and via secure FTP.

Due Date: Data is due by 7:00 pm (Eastern Time) on the 2nd business day of the month and the correction of critical RFS exceptions that are designated as Errors ("E") and Critical ("C") related to the pool and loan record must be made no later than 7:00 pm (Eastern Time) on the 4th business day. RFS exceptions that are designated High ("H"), Medium ("M") and Low ("L") should be corrected by the 10th business day. All other corrections to Monthly Report of Pool and Loan Data must be submitted no later than 7:00 pm (Eastern Time) on the 10th business day of each month.

Appendix VI-19 is used by an Issuer to complete monthly reporting as required by Chapter 17 Pool, Loan Package, and Loan Accounting and Reporting. Provides technical guidance and provides the Issuer with feedback relating to certain exceptions to the data.

This document provides information to Issuers and servicers about Ginnie Mae's requirements for monthly pool and loan level reporting. Its focus is specifically on "post origination and settlement" pool (and loan package) and loan-level Single-Family and Multifamily reporting.

POST ORIGINATION AND SETTLEMENT

- Data reported on form HID 11705 Schedule of Subscribers and Ginnie Mae Guaranty Agreement and on form HUD 11706 Schedule of Pool Mortgages is used to populate Opening Pool/Loan Balances as shown below. The data from these forms roll to the Pool and Loan Record and may be used in determining RFS exceptions.

Examples:

- Pool Record: Opening FIC, Opening Security RPB, Security Interest Rate, Pool Mortgage Rate and Bank Account Information

- Loan Record: OPB, FIC, Loan Interest Rate, First Payment Date and Maturity Date and Borrower information

Pool Record

REVIEW AND CLEARING RFS EXCEPTIONS

P - Pool Record

Field #	Field Name	Start	End	Type	Length	Remarks
1	Record Type	1	1	Character	1	Constant P - Pool
2	Pool ID	2	7	Character	6	Must be a valid Ginnie Mae pool.
3	Adjust FIC	8	19	Numeric	12	99999999.99 Signed Field
4	Pool FIC	20	30	Numeric	11	99999999.99
5	Servicing Fee	31	41	Numeric	11	99999999.99
6	Weighted Average Interest Rate	42	48	Numeric	7	99.9999
7	Net Adjust RPB	49	62	Numeric	14	9999999999.99 Signed Field
8	Deferred GPM Interest	63	73	Numeric	11	99999999.99
9	Serial Note	74	86	Numeric	13	9999999999.99
10	Security RPB	87	99	Numeric	13	9999999999.99 The reported security RPB for the reporting period
11	T&I Escrow Balance	100	111	Numeric	12	99999999.99 Signed Field
12	P&I Fund Balance	112	123	Numeric	12	99999999.99 Signed Field
13	Other Balance	124	135	Numeric	12	99999999.99 Signed Field
14	Replacement Reserve Balance	136	146	Numeric	11	99999999.99
15	Construction Loan Principal Balance	147	158	Numeric	12	99999999.99 Signed Field

- This record contains data elements related to the Ginnie Mae pool, including the Security RPB; one record reports on one pool.

- A file would typically have one pool record for each pool reported by the Issuer.

- It is not mandatory that a submission file always have Pool Records.

1. Record Type: The letter P will be the first character on each pool record.

2. Pool ID: The Ginnie Mae Pool identifier assigned by Ginnie Mae at pooling to the pool/loan package.
   Exception Messages
   - E-RFS100 Pool ID must be specified.
   - E-RFS102 Pool ID must be 6 characters.
   - E-RFS103 Pool ID not found for this Issuer number.
   - E-RFS104 Pool ID is associated with another Issuer.
   - E-RFS105 Pool ID is on file but has not been issued yet.
   - E-RFS106 Pool ID has been terminated.
   - E-RFS107 Pool ID previously reported as paid-off.
   - E-RFS110 Pool ID activity for this period belongs to another Issuer.
   - *E-RFS111 Pool ID no activity reported this period.*

3. Adjust FIC: A signed field. The amount of adjustment, if any, to the pool FIC for the current Reporting Month.
   Exception Messages
   - H-POOL050 FIC Adjustment should be specified when interest rate changed during the reporting period.
   - E-POOL051 FIC Adjustment must be numeric.
   - E-POOL052 FIC Adjustment must include a decimal point.
   - E-POOL053 FIC Adjustment must include a sign in first position.
   - *H-POOL054 FIC Adjustment should equal the difference between the opening and closing Fixed Installment Constant (FIC) for the pool minus the FIC for loans liquidated during the reporting period.*

4. Pool FIC: Dollar amount of the Fixed Installment Control for this pool for this reporting period.
   Exception Messages
   - E-POOL100 Pool FIC must be specified for amortizing pools.
   - E-POOL101 Pool FIC must be numeric.
   - E-POOL103 Pool FIC must include a decimal point.
   - C-POOL104 Pool FIC should equal the sum of the Loan FICs for non-ARM, non-GEM/GPM pools.

5. Servicing Fee: Dollar amount of the Servicing Fee as calculated per the Ginnie Mae MBS Guide. If the Issuer calculates a Servicing Fee value that is negative, report "zeroes" to RFS.
   Exception Messages
   - E-POOL150 Servicing Fee must be specified.
   - E-POOL151 Servicing Fee must be a positive numeric or zero.
   - E-POOL152 Servicing Fee must include a decimal point.
   - *H-POOL153 Servicing Fee should be within a dollar of calculated servicing fee.*

6. Weighted Average Interest Rate: The weighted average interest rate per the Ginnie Mae MBS Guide. The exception message POOL200 below applies to Ginnie Mae II pools and to Ginnie Mae I Manufactured Housing pools. Issuers may provide this value for other pools but will not receive POOL200 if not provided.
   Exception Messages
   - E-POOL200 Weighted Average Interest Rate must be specified.
   - E-POOL201 Weighted Average Interest Rate must be numeric.

Reporting Pool data:

- Each file layout is followed by the definitions of each field in the record layout. The definitions are numbered to correspond to the file layout. The definitions are followed by Exception Messages that may occur if business rules are not observed.

- *Italicized* Exception Messages result from inconsistencies between pool-and loan-level reporting. These exceptions may occur when the loans are summarized to the pool-level.

MOST COMMON POOL EXCEPTIONS

Pool Record

Field 2 Pool ID
- E-RFS111 Pool ID no activity reported this period
  - Pool number/data not included on the reporting file
  - Pool number was incorrectly reported (numbers transposed)

Field 3 Adjust FIC
- H-POOL054 should equal the difference between the opening and closing Fixed Installment Constant (FIC) for the pool minus the FIC for loans liquidated during the reporting period
  - Ending FIC reported on Pool record does not agree to Opening FIC (minus liquidation)
- H-POOL055 should not be specified for a fixed rate pool
  - FIC adjustment reported for fixed rate pool

Field 4 Pool FIC
- C-POOL104 Pool FIC should equal the sum of the Loan FICs for non-ARM, non-GEM/GPM pools
  - Ending FIC reported on Pool record does not agree to reported loan FIC
  - 100% of loans not reported
  - Loan FIC changed from previous month reporting for Non-ARM pool

Field 10 Security RPB
- C-POOL452 Security RPB should equal prior month Security Remaining Principal Balance minus (Total Principal or Serial Notes).
  - Opening RPB minus Principal remittance does not equal Ending Security Remaining Principal Balance
- C-POOL453 Security RPB should equal prior month Security Remaining Principal Balance plus current months draws for construction loans unless there was a liquidation (MF only)
  - Construction draw not reported or amount reported is incorrect

Loan Record

L - Loan Record

Field #	Field Name	Start	End	Type	Length	Remarks
1	Record Type	1	1	Character	1	Constant L – Loan
2	Unique Loan ID	2	10	Numeric	9	
3	Pool ID	11	16	Character	6	Must be a valid Ginnie Mae pool.
4	Loan Type	17	19	Character	3	FHA, FH1, FMF, RHS, RMF, PIH, VAG, VAV
5	Case Number	20	34	Character	15	
6	Issuer Loan ID	35	54	Character	20	
7	First Payment Date	55	62	Date	8	MMDDYYYY
8	Loan Maturity Date	63	70	Date	8	MMDDYYYY
9	Loan Interest Rate	71	77	Numeric	7	99.9999
10	Loan OPB	78	90	Numeric	13	9999999999.99
11	Loan FIC	91	101	Numeric	11	99999999.99
12	Last Installment Paid Date	102	109	Date	8	MMDDYYYY
13	In Foreclosure Flag	110	110	Character	1	N or Y (default N)
14	Delinquent Interest	111	121	Numeric	11	99999999.99
15	Delinquent Principal	122	134	Numeric	13	9999999999.99
16	Prepaid Interest	135	145	Numeric	11	99999999.99
17	Prepaid Principal	146	158	Numeric	13	9999999999.99
18	Install Interest	159	169	Numeric	11	99999999.99
19	Install Principal	170	182	Numeric	13	9999999999.99
20	Curtailment	183	195	Numeric	13	9999999999.99
21	Adjust Interest	196	207	Numeric	12	99999999.99 Signed Field
22	Net Adjust UPB	208	221	Numeric	14	9999999999.99 Signed Field
23	Loan UPB	222	235	Numeric	14	9999999999.99 Signed Field

- This loan-level record contains data elements related to the loans associated with the pool records (one record for each loan). A file would have one loan record for each loan reported by the Issuer

- It is not mandatory that a submission file always have Loan Records

1. Record Type: The letter L will be the first character on each loan record.

2. Unique Loan ID: A number assigned by Ginnie Mae, which uniquely identifies this loan.
   Exception Messages
   - E-RFS150 Ginnie Mae Unique Loan ID must be specified.
   - E-RFS151 Ginnie Mae Unique Loan ID must be numeric.
   - E-RFS152 Ginnie Mae Unique Loan ID could not be found.
   - E-RFS153 Ginnie Mae Unique Loan ID is assigned to another Issuer and a different pool.
   - E-RFS154 Ginnie Mae Unique Loan ID is assigned to another Issuer.
   - E-RFS155 Ginnie Mae Unique Loan ID belongs to another pool.
   - E-RFS156 Ginnie Mae Unique Loan ID must not be reported for a previously liquidated loan.
   - C-RFS204 Ginnie Mae Unique Loan ID no activity is reported this period.

3. Pool ID: The Ginnie Mae Pool identifier assigned by Ginnie Mae at pooling to the pool/loan package.
   Exception Messages
   - E-RFS100 Pool ID must be specified.
   - E-RFS102 Pool ID must be 6 characters.
   - E-RFS103 Pool ID not found for this Issuer number.
   - E-RFS104 Pool ID is associated with another Issuer.
   - E-RFS105 Pool ID is on file but has not been issued yet.
   - E-RFS106 Pool ID has been terminated.
   - E-RFS107 Pool ID previously reported as paid-off.
   - E-RFS110 Pool ID activity for this period belongs to another Issuer.

4. Loan Type: A code, which denotes the government agency, associated with this loan.
   Exception Messages
   - E-NOTE050 Loan Type must be specified.
   - E-NOTE051 Loan Type must be valid.
   - C-NOTE054 Loan Type RMF should be CL, CS, LS, or PN pool type only.
   - C-NOTE055 Loan Type FH1 should be pool type MH.
   - C-NOTE056 Loan Type FMF should be pool type: CL, CS, LM, LS, PL, PN, or RX.
   - C-NOTE057 Loan Type PIH should be pool type: BD, GA, GD, GP, GT, SF, or SN.
   - C-NOTE058 Loan Type (FHA, RHS, VAG, or VAV) should be pool type: AF, AQ, AR, AS, AT, AX, BD, FB, FL, FS, FT, GA, GD, GP, GT, JM, QL, RL, SF, SL, SN, TL, or XL.
   - C-NOTE059 Loan Type should be RMF or FMF for a CL, CS, LS, or PN pool type.

Reporting Loan Data:

- In RFS there is no separate reporting record for liquidations. The loan record is used to report one of two scenarios: a.) active loans or b.) active loans that are being liquidated in the current period.

- Instructions for reporting active Single-Family loans: Report data in fields 1 through 23 and field 29. RFS assumes that the loan record represents an active loan as of the end of the reporting period.

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  Instructions for reporting active Multifamily loans: Report data in fields 1 through 23. RFS assumes that the loan record represents an active loan as of the end of the reporting period.

MOST COMMON LOAN EXCEPTIONS

Loan Record

Field 2 Unique Loan ID

- C-RFS204 Ginnie Mae Unique Loan ID no activity is reported this period
  - ➢ Loan number/data not included on the reporting file
  - ➢ Loan number reported with incorrect Pool number or loan number transposed

Field 23 Loan UPB

- C-LOAN655 Loan Unpaid Principal Balance is not consistent with other values reported on the loan record
  - ➢ Ending Loan balance does not agree to Opening balance plus/minus payments

Field 18 Install Interest / Field 19 Install Principal

- H-LOAN350 should be specified
- H-LOAN400 should be specified
  - ➢ LPI date changed and no payment was reported

Field 16 Prepaid Interest / Field 17 Prepaid Principal

- H-LOAN150 should be specified when Last Installment Paid Date is after the Reporting Period
- H-LOAN200 should be specified when Last Installment Paid Date is after the Reporting Period
  - ➢ LPI date is 1 or more months greater than current reporting month.

Field 14 Delinquent Interest / Field 15 Delinquent Principal

- H-LOAN250 should be specified when Last Installment Paid Date is prior to the Reporting Period
- H-LOAN300 should be specified when Last Installment Paid Date is prior to the Reporting Period
  - ➢ LPI date is 1 or more months less than current reporting month

Matching and Suspense

LOAN MATCHING AND SUSPENSE

- Exceptions such as MAT001 – MAT005 are part of the Matching and Suspense process and have a different method to resolve the exceptions. Please review the Loan Matching and Suspense webinar from November 17, 2021 for process to clear the exceptions.

  ➢ Ginnie Mae Loan Matching Webinar – YouTube

- MAT001 Case Number

- MAT002 Loan Original Principal Balance

- MAT003 Loan Interest Rate

- MAT004 Zip Code

- MAT005 Loan Maturity date

- Ginnie Mae has standardized its rules for reporting of FHA, FH1, VA, RHS (RD), PIH, and FMF assigned case numbers/loan numbers regarding its business applications. APM 02-17 **New Standards for Reporting Loan Information** provides detailed information on the reporting of case numbers/loan numbers to Ginnie Mae. Issuers can find additional information about specific technical implementation of the rules for each of Ginnie Mae's systems at www.ginniemae.gov.

MEMORANDUM FOR: All Participants in Ginnie Mae Programs

Link to APM 02-17 New Standards for Reporting Loan Information

DEMO AGENDA

Multifamily

RFS204 Ginnie Mae Unique Loan ID no activity is reported this period

POOL453 Security RPB should equal prior month Security Remaining Principal Balance plus current months draws for construction loans unless there was a liquidation. (MF only)

POOL104 Pool FIC should equal the sum of the Loan FICs for non-ARM, non-GEM/GPM pools

POOL452 Security RPB should equal prior month Security Remaining Principal Balance minus (Total Principal or Serial Notes)

Single Family

RFS111 Pool ID no activity reported this period

RFS204 Ginnie Mae Unique Loan ID no activity is reported this period

POOL104 Pool FIC should equal the sum of the Loan FICs for non-ARM, non-GEM/GPM pools

POOL452 Security RPB should equal prior month Security Remaining Principal Balance minus (Total Principal or Serial Notes)

POOL054 should equal the difference between the opening and closing Fixed Installment Constant (FIC) for the pool minus the FIC for loans liquidated during the reporting period.

LOAN250 and 300 should be specified when Last Installment Paid Date is prior to the Reporting Period

LOAN150 and 200 should be specified when Last Installment Paid Date is after the Reporting Period

LOAN350 and 400 should be specified when Last Installment Paid Date is greater than last month

LOAN655 Loan Unpaid Principal Balance is not consistent with other values reported on the loan record

QUESTIONS & ANSWERS

christy.christensen@vdevcorp.com
nancy.strickland@vdevcorp.com
yolanda.t.sease@hud.gov
AskGinnieMae@hud.gov