

April 17, 2020
No. 40

GINNIE MAE NOTES AND NEWS is published by Ginnie Mae’s Office of Issuer & Portfolio Management. For more information, please contact your Account Executive directly at 202-708-1535.

This publication will be used periodically to provide reminders or further information about Ginnie Mae programs, as well as notification of upcoming training events or conference calls of interest to Issuers. Please note, APMs (All Participants Memoranda) will continue to be the formal communication device used to announce and implement official policy changes to Ginnie Mae’s Mortgage-Backed Securities (MBS) programs. If you have any comments or suggestions on how to make this publication more informative and helpful, please contact your Account Executive directly.

www.ginniemae.gov

Introducing Updated Functional Roles in MyGinnieMae

On Friday, April 17, 2020, Ginnie Mae will be releasing updates to several functional roles in the modernized **MyGinnieMae** portal. Functional roles are system access profiles in MyGinnieMae based on business activities used to ensure End Users have the appropriate level of access to be able to perform their job functions and responsibilities. The updates are designed to provide Ginnie Mae business partners with additional flexibility in assigning system access which ensures that End Users of the portal have the access to Ginnie Mae business applications that align with their business functions. This will also ensure that End Users are not unnecessarily provided more access than their roles require.

Below is a summary of the updates:

Functional Role	New Role Description	Summary of Changes
Investor Reporting Basic User – (SF, MF, HECM, SS)	Submit monthly pool and loan level accounting data; submit quarterly custodial account verification data; review monthly remittance information, review monthly reporting exception feedback and error.	Removal of access to Investor Reporting and Certifications in GinnieNET for Single Family Issuers, HECM Issuers, and Subservicers. Removal of access to Investor Reporting in GinnieNET for Multifamily Issuers.
Investor Reporting Authorized Signer – (SF, MF, HECM, SS)	All rights of an Investor Reporting Basic User, plus; authority to certify the monthly pool and loan accounting report; submit edits needed to clear exception feedback and monthly reporting errors. Only for HUD 11702 signatories.	Removal of access to Investor Reporting and Certifications in GinnieNET for Single Family Issuers, HECM Issuers, and Subservicers. Removal of access to Investor Reporting in GinnieNET for Multifamily Issuers.
Collateral Management Basic User – (SF, HECM)	Initiate Final Certification, Recertification, Document Custodian Transfer, Request Release of Documents (11708).	Addition of a new role for access to Certifications in GinnieNET for data entry users that are not HUD 11702 signatories for Single Family, and HECM Issuers.
Collateral Management Authorized Signer – (SF, HECM)	All the rights of a Collateral Management Basic User, plus; the ability to execute certifications. Only for HUD 11702 signatories.	Replace access to the Pool Processing modules in GinnieNET with access to Certifications in GinnieNET for Single Family and HECM Issuers.
Processing Master Agreements Basic User – (SF, MF, HECM)	Enter, upload, and edit Master Agreement documents and data required by Ginnie Mae.	Addition of a new role for access to the Master Agreements Management System (MAMS) in GMEP 1.0 for data entry users that are not HUD 11702 signatories for Single Family, Multifamily and HECM Issuers.

GINNIE MAE NOTES AND NEWS is published by Ginnie Mae's Office of Issuer & Portfolio Management. For more information, please contact your Account Executive directly at 202-708-1535.

This publication will be used periodically to provide reminders or further information about Ginnie Mae programs, as well as notification of upcoming training events or conference calls of interest to Issuers. Please note, APMs (All Participants Memoranda) will continue to be the formal communication device used to announce and implement official policy changes to Ginnie Mae's Mortgage-Backed Securities (MBS) programs. If you have any comments or suggestions on how to make this publication more informative and helpful, please contact your Account Executive directly.

www.ginniemae.gov

These changes will go into effect after close of business and only apply to End User accounts in the new MyGinnieMae portal and do not affect users when accessing GMPEP 1.0 and GinnieNET directly, with their legacy credentials. MyGinnieMae portal End Users that require adjustments to functional role assignments as a result of these updates should contact their Organization Administrators, formerly known as Security Officers and Enrollment Administrators, for new functional role assignments that align with their business responsibilities.

For End Users who have already been assigned the *Collateral Management Authorized Signer* functional role, the Organization Administrators will receive and system notification that this functional role will need to be approved. An Organization Administrator should use the Access Management Console (AMC) in MyGinnieMae to approve that role.

For End Users who require one of the new functional roles, *Collateral Management Basic User* and *Processing Master Agreements Basic User*, an Organization Administrator must use the AMC to request the functional role(s) and a second Organization Administrator must approve that request.

A complete updated list of MyGinnieMae Functional Roles can be found on the Modernization Page of the Ginnie Mae website at https://www.ginniemae.gov/issuers/issuer_training/Documents/functional_role_matrix.pdf.

Ginnie Mae will publish revised MyGinnieMae user manuals in early May.

For additional questions and assistance please contact **Ginnie Mae Customer Support** at 1-833 GNMA HELP / 1-833-466-2435 or ginniemae1@bnymellom.com.