KOR SDR Client Onboarding and Access Guide

2021-04-01

Table of Contents

History

Date	Description of change	Sections Updated
2021-04-01	Original Document	

Last Review Date

2021-09-01

1. Overview

KOR SDR provides services as a Swap Data Repository ("SDR"). These services are available to all Market Participants and 3rd Party Reporters ("**Clients**") on a fair, open, and equal basis. In order to obtain access to the SDR, a Market Participant must execute the KOR Universal Services Agreement ("**KOR USA**" or "**USA**") and applicable addendums. The SDR does not, and will not, tie or bundle the offering of mandated regulatory services with other services offered by KOR SDR or a KOR Affiliate.

KOR SDR imposes the following qualifications on Clients of the SDR (collectively, the "Client Criteria"):

   a. A valid LEI; [1]

   b. Execution of the KOR USA and applicable SDR addendums;

   c. Compliance with the KOR SDR Rulebook and KOR SDR Technical Specifications[2] as published by KOR SDR; and

   d. Compliance with Applicable Law, specifically those related to sanctions administered and enforced the by the Office of Foreign Assets Control of the U.S. Department of the Treasury ("OFAC")

This document is meant to give Market Participants interested in using the KOR SDR an overview of the Client onboarding process.

2. Client Types

Client is an all-encompassing term for a company who has executed the KOR USA all applicable addendums. Clients includes Counterparty and Delegated Reporter types. If you are uncertain to the type of Client you should register as, please follow the flow chart or contact the KOR Client Support team with any questions.

Type	Definition
Counterparty Client	Derivative Clearing Organizations (DCO), Swap Execution Facilities (SEF), Designated Contract Markets (DCM), Swap Dealers (SD), Major Swap Participant (MSP) and non-SD/MSP/DCO entities who are party to a trade reported to a SDR. Applies to either the reporting or non-reporting counterparty of the reported trade.
Delegated Reporter Client	Related Entities and Third-Party Reporters are together referred to as Delegated Reporters. • Related Entity is the reporting and/or submitting party submitting to KOR SDR on behalf of a Counterparty Client and that: o has executed a KOR USA and Delegated Reporter Client Addendum;

	o is part of the same corporate family, where the shared parent has controlling interest, or is in a fiduciary relationship with the Counterparty Client; and
	
	    o has been authorized by Counterparty Client to report on their behalf
	
	• Third-Party Reporter is reporting or accessing data on behalf of Counterparty Clients and:
	
	    o Is not a party to the trade submitted or accessed;
	
	    o has executed a KOR USA and Delegated Reporter Client Agreement;
	
	    o has authorized by Counterparty Client to report on their behalf; and
	
	    o has a commercial agreement with the Counterparty Client to perform SDR reporting services.		

All Clients must complete the KOR Universal Services Agreement and the applicable addendums. Some Clients may need to execute more than one Addendum.

All Clients must also complete the Administrative User form.

Entity Activity	USA	SDR Counterparty Client Addendum	SDR Delegated Reporter Addendum
Submit data for self-reporting	✔	✔	
Submit data on behalf of Related Entities	✔		✔
Submit data for self-reporting and on behalf of Related Entities or a non-related entity Client	✔	✔	✔
Grant access to another Client to Report and/or View their data.	✔	✔	
View data on behalf of another Client.	✔		✔
View data for swaps that they are a party of.	✔	✔	

Examples:

a. An investment manager reporting the pre-allocation swap as the Agent and then reporting the post-allocation swaps for both their own funds and customers' funds would execute the

USA, the SDR Counterparty Client Addendum, and the SDR Delegated Reporter Client Addendum.

b. A Client that is reporting their own swaps and those of affiliate entities would execute the USA, the SDR Counterparty Client Addendum, and the SDR Delegated Reporter Client Addendum.

c. A vendor reporting or accessing data on behalf of a Client would execute the USA and SDR Delegated Reporter Addendum.

d. A Client that is the non-reporting party on all swaps that wants to view the swaps that they are a party to would execute the USA and the SDR Counterparty Client Addendum.

3. Onboarding

As a general policy, KOR SDR requires all applicants to execute and submit Client Agreements and onboarding forms in electronic form only. Paper copies will not be accepted. By entering into the KOR USA, each Client agrees to be bound by the terms of the USA, SDR Rulebook, and any published policies and guides in the KOR SDR Client Portal.

The agreements can be found on the KOR SDR Client Portal after creating a secure log on.

Each Client User is assigned a role which determines rights on the KOR SDR system.

Right	Administrator User	Participant User	Analyst User
Administer Client wide settings	✔		
Add, edit, remove Users	✔		
Submit data	✔	✔	
Access data	✔	✔	✔

3.1   Administrator User

Clients are required to maintain at least two Administrative Users on the SDR System. This information must be provided at the time of execution of the KOR USA, applicable SDR Client Addendum(s) and onboarding details. Client is responsible for ensuring that correct contact information for Administrator Users must be kept up to date at all times. Administrative Users will be the main point of contact for KOR's Client Services in regard to urgent issues.

Once the Agreements and applicable forms have been electronically executed and verified, the persons who were identified as the Administrative Users will receive an email with their temporary login details the KOR SDR system and KOR Client Portal, including the Administrator panel. Administrator Users must change their password on their first login.

Administrative Users are responsible for creating, managing, and removing User access for their company. Setting up new users is a quick and simplified process that allows users to set up users either via the UI or a bulk file import. User access is driven by roles to assist users with determining the correct access upon set up and reviewing User access reports.

Administrative Users are responsible for creating, managing, and removing access to their company by other Clients who are eligible to access the SDR System on behalf of the Client including Third-party Client and Related Entity access.

4. Access to Data in KOR SDR

Any Market Participant that has executed the applicable agreements may access SDR Data to which they are attributed on or for which they have been granted access to on behalf of a Client. Access to KOR SDR is strictly limited to active Users with valid permissions created by their Client's Administrator User.

Upon set up, Users will be provided logins and the ability to access data in the KOR SDR per the User Guide. Access is driven off the Client's LEIs for which the User has been associated. Users may be granted access to multiple LEIs under the same Parent as related entities.

The KOR SDR System will allow Users to view full trade details associated with any individual swap and all associated messages, errors and reports which they have permission to view where their Client LEI is one of the following fields:

   a. Central counterparty

   b. Clearing member

   c. Counterparty 1

   d. Counterparty 2

   e. Submitter identifier

   f. Reporter identifier[3]

   g. Counterparty 1 Agent[4]

   h. Counterparty 2 Agent[4]

For swaps executed on a SEF or DCM, the SEF or DCM may access the swap that they had the requirement to report, but not any data subsequently reported by the Reporting Counterparty.

Clearing Members that have executed the appropriate Client Agreement and annexes may access swaps where they are listed as the Clearing Member.

Investment Managers that have executed the appropriate Client Agreement and addendums and been granted access from their managed funds which are Clients, may access swaps where they are a counterparty or the executing agent.

5. Clearing Exemption Forms

Once a Client is onboarded, they will have access to fill out their applicable Clearing Exception Forms on the KOR SDR UI. This includes all types of Clients for the LEIs they have been granted access. For clarity, there is no cost to execute the Clearing Exemption forms.

Section 2(h)(7)(A) of the CEA and CFTC Regulations 50.50 and 50.51, as well as additional applicable no action CFTC Letters, provide for a number of exceptions and an exemption from required clearing for swaps entered into by certain non-financial end users, financial cooperatives, treasury affiliates, bank holding companies and savings and loan holding companies, and community development financial institutions (collectively, the "Clearing Exemption").

Market Participants electing a Clearing Exemption on a mandatory clearable swap must (1) complete the applicable clearing exemption form annually, and (2) have the Reporting Counterparty indicate the election(s) elected on the swap per the KOR SDR Technical Specifications. The form must be updated as soon as practicable in the event that that any of the information has changed. If no changes have occurred, the Client must submit a new Form on at least an annual basis.

6. Technical Implementation

For Clients submitting data to KOR SDR, they are required to write to the KOR Technical Specifications and the KOR SDR JSON API.