



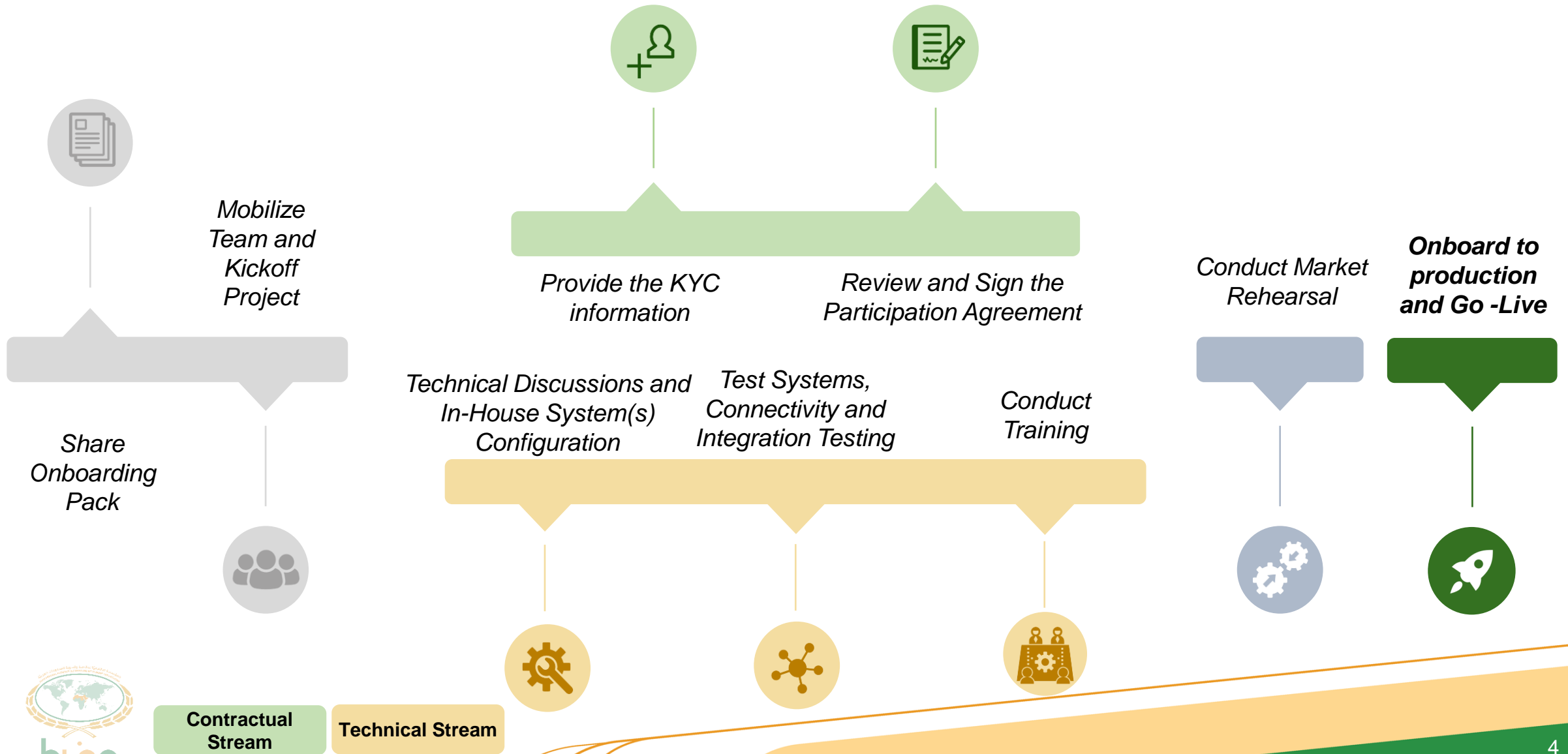
Buna Onboarding Process

Agenda

- **Buna Onboarding Overview**
- **Enrollment**
- **Implementation**
- **Common Situations**

Buna Onboarding Overview

An onboarding process will be followed to onboard onto Buna, consisting of contractual and technical steps



Enrollment

In order to ensure the safety of its ecosystem, Buna only accepts applications from Financial Institutions which meet a set of Eligibility Criteria



National Pre-requisites

Applicants must be licensed financial institutions that are supervised, regulated and authorized by governmental authorities.



Participation Agreement

Applicants must have signed Buna's Participation agreement.



Compliance

The Applicant must adhere to AML/CFT, Anti-Corruption, International Sanctions Lists and all other compliance requirements with adequate capabilities to detect and act on suspicious/illegal activities.



Operational and Technical Specifications

Applicants must have technical and operational capabilities and must meet all the relevant requirements to securely connect and transact through the Buna system.

Applicants will be requested to provide information and relevant documentation necessary for Buna's due diligence process (KYC Documents)

1

The Institution's **Bank License** issued by the Central Bank/Regulator of the Host Country.

2

All necessary information regarding the **composition** of the **Board of Directors**; this includes the list of members and their qualifications.

3

Shareholding Structure of the Institution & details on the Senior Management team including ID/Passport copies.

4

The Financial Institution's **Compliance/FCC policy** along with any relevant information regarding the Institution's **controls and processes**

5

A copy of the Institution's standard **response** of the **Wolfsberg questionnaire (Wolfsberg CBDDQ)**.

1

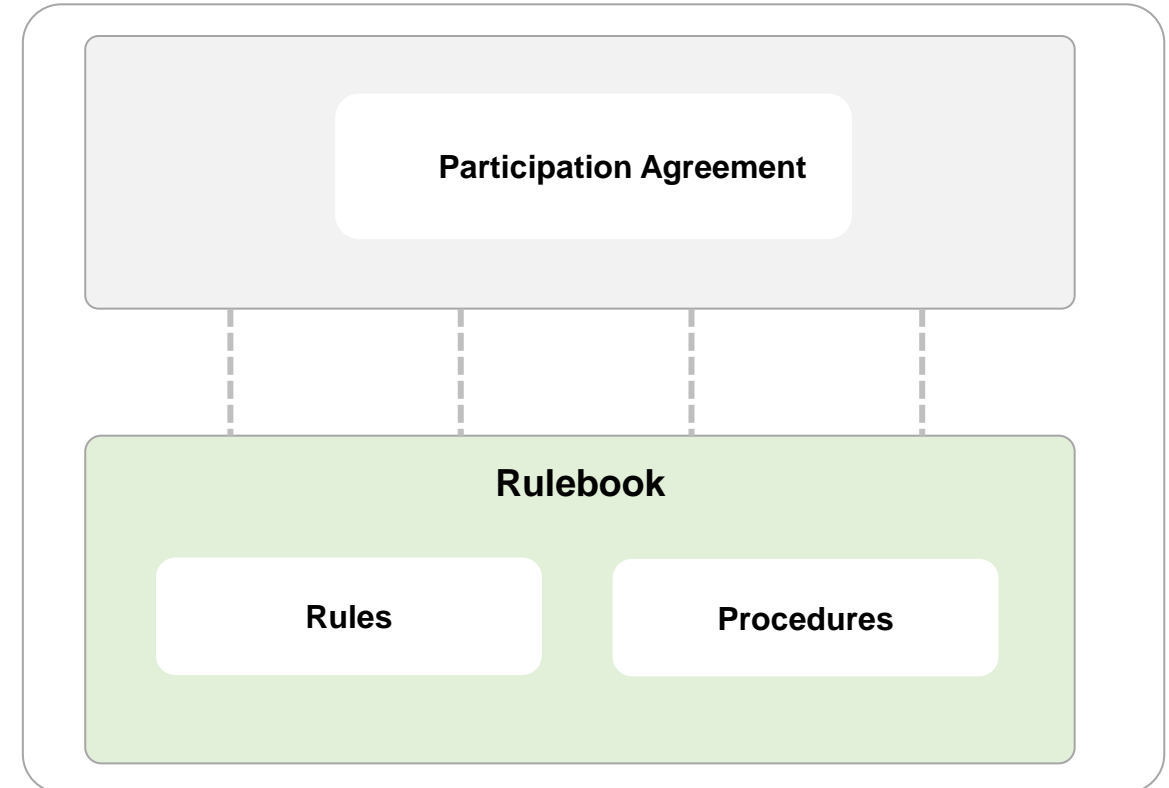
Buna's legal framework is governed by English Law and composed of **3 contractually binding documents: Participation Agreement, Rules and Procedures (Rulebook).**

2

The Participation Agreement is **multilateral** and **not subject to negotiation** on a **bilateral basis.**

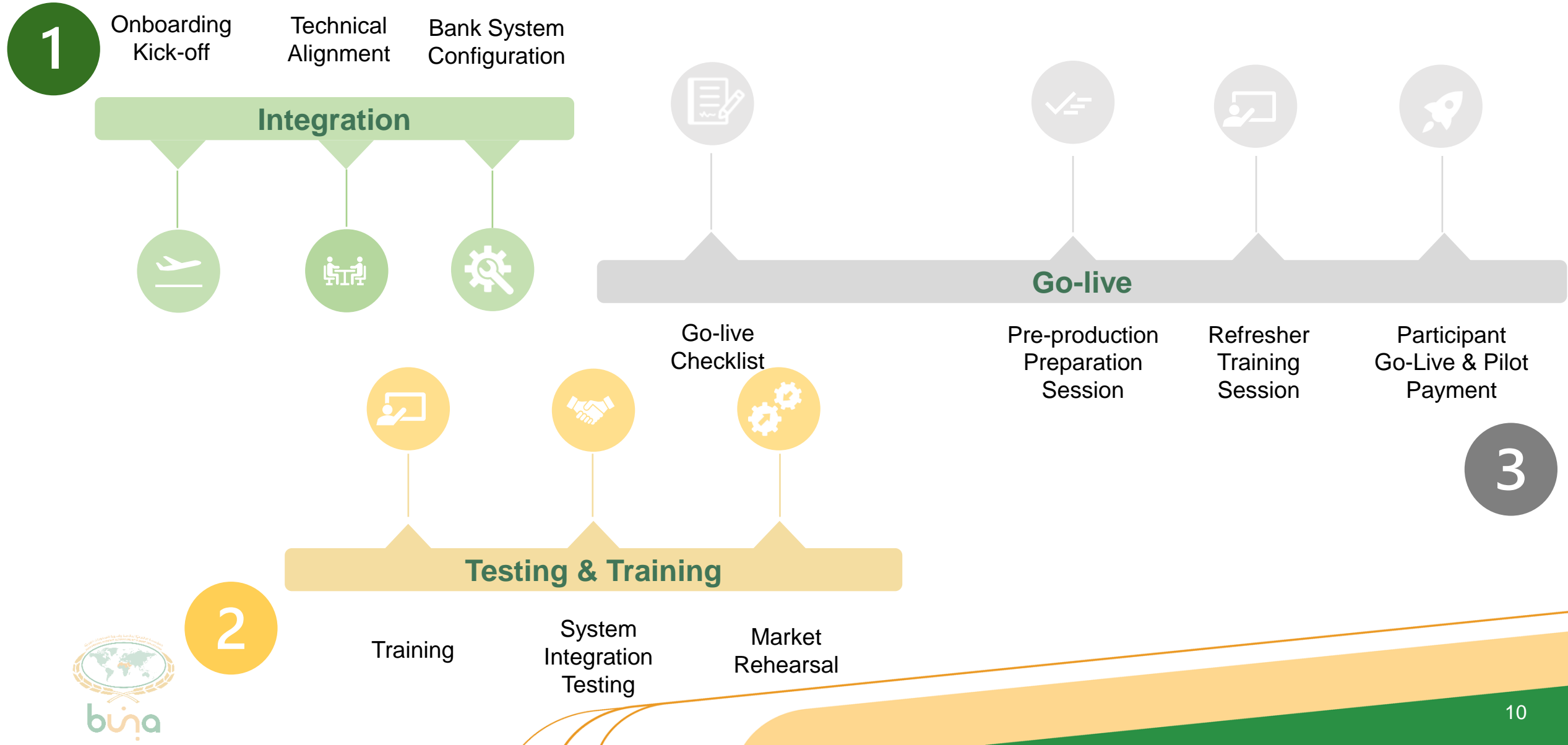
3

Buna team is **ready to answer** all Participants' questions related to this **documents.**



Implementation

Technical Onboarding Process



Integration



Onboarding Kick-off



Technical Alignment



Bank System Configuration



Onboarding Kick-off

- 1 | Conduct onboarding kick-off meeting
- 2 | Participant assigns a project manager for Buna
- 3 | Submitting Buna standard onboarding project plan
- 4 | Discuss plan adjustment to accommodate participant's internal tasks
- 5 | Agree on weekly progress meeting (if required)



Technical Alignment

1

Technical discussion take place between both technical teams from Buna & participant

2

Both teams should agree on the connectivity parameters & configurations

3

Review connectivity requirements, Message Formats and Use Cases

4

Participant technical team should decide on the transaction processing methodology on participant side

5

Ensure bank's system readiness for integration, or agree on an alternative



Bank System Configuration

- 1 | Set up SWIFT RMA with Buna and configure VPN agentless access to Buna's Portal
- 2 | Configure bank's in-house system to integrate system-to-system with Buna
- 3 | Test bank's system functionalities
- 4 | Usually, no major change is required on the bank's system to route the payments via Buna

Testing & Training



Training



System Integration



Market Rehearsal



Training

1 | Buna team conducts several training sessions to participant's team

2 | Main attendees are from operations team, while further sessions are conducted to answer all questions for IT and Business teams

3 | The main objective of the training sessions is increasing the participant's team understanding of Buna workflow and its different portals

4 | Training sessions covers Buna portal and ServiceNow portal



System Integration Testing

1

System Integration Testing (SIT) is conducted on the test environment to ensure the readiness of participant

2

It consists of many various testing scenarios covers all possible cases might appear on production

3

Completion of SIT is pre-requisite to start Market Rehearsal

4

SIT is conducted regardless of the first onboarded currency



Market Rehearsal

1

The purpose of market rehearsal is to ensure that funding/defunding process is going smoothly

2

Market rehearsal is performed with coordination of the participant's correspondent bank

3

Coordination with the correspondent bank should be done via the participant bank, as funding process is performed outside Buna network

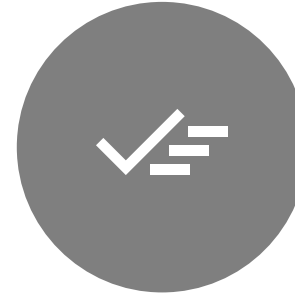
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Buna will provide support to participant bank in this process and can assist in coordination with the correspondent bank if required

Go-live



Go-Live Checklist



Pre-production Preparation Session



Refresher Training Session



Participant Go-Live and Pilot Payment



Go-live Checklist

1

A checklist will be shared with the participants, to be filled and signed with the required details.

2

Go-live checklist includes the necessary details for operations, including users' details, onboarded currencies with their relevant correspondent banks, etc.

3

Upon receiving the signed checklist, Buna will create the accounts and users on production environment

4

Accordingly, participant can submit the live RMA in swift and it will be reciprocated.

Pre-production Preparation Session

- 1** | Buna will conduct a pre-production preparation session with the participant
- 2** | The objective of this session is to ensure participant's readiness to go live
- 3** | Major operational considerations will be discussed during the sessions to grab participants' attention to common concerns
- 4** | During the session Buna and participant's team will agree on the pilot payment scenario, which will be applied on the day of go live
- 5** | Special focus will be given on the message formats to avoid message rejection



Refresher Training Session

- 1 | Setting up the session date/time with Buna onboarding team
- 2 | Preparing any queries before attending the session for optimum outcome
- 3 | Participant's operations/business teams are the main attendees
- 4 | Practicing few scenarios right after the training on SIT environment



Participant Go-Live & Pilot Payment

1

On the live date, prior coordination should be done by new participant with another participant within Buna network to perform the pilot payment

2

Participant will send a funding message to Buna account at FHI with a small amount

3

Participant will send a customer credit transfer through Buna platform to the other participant, which will return the money upon successful processing

4

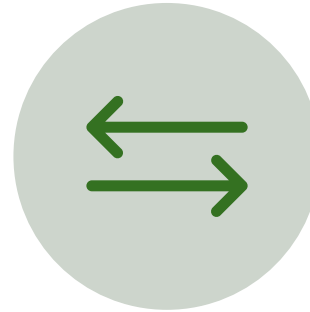
During the day, participant will send a Withdrawal message to Buna to ensure its capability to withdraw from its account

Common Situations

Topics of Particular Attention



Enabling Buna portal access on participant's network & user validation



Relationship Management Application (RMA) exchange with Buna



Prior coordination with the correspondent bank



Ensure correct message formats & settlement window observance

Buna Portal Access Configuration

1

Buna portal has various features such as report generation, including the updated participants directory in addition to request for dispute function

2

Buna portal also offers **free text with other participants, change message priority and track participant's account for each currency**

3

Buna portal access should be enabled on network level & **required configurations should be configured by the participant's network team**

4

This access configurations are shared within **Buna technical documents**, which is part of **technical onboarding pack**

5

Portal users' creation should be diversified among different departments within participant, **including operations, compliance, business and IT**, with maximum of 8 users per participant

Buna Portal Users Creation & Profiles

Monitor



Request Central System reports and export to Excel / PDF.

View tables to monitor the following Accounts, Participants, Transaction Type Codes, Currencies and Rejection Reasons.

View the Positions dictionary.

Search for a Payment

Maker



Request Central System reports and export to Excel / PDF.

View tables to monitor the following: Message Audit, Balances, Business day, Payments, Accounts, Participants, Holidays, Transaction Type Codes, Priorities, Currencies, Messages, FHI Timetables and FHI Accounts.

Raise inquiries with Participants in the Buna Portal.

Create and send text messages.

Request to change priority of a payment.

Request cancellation of a payment

View MT/MX messages

Checker



Request Central System reports and export to Excel / PDF.

View tables to monitor the following: Message Audit, Balances, Business day, Payments, Accounts, Participants, Holidays, Transaction Type Codes, Priorities, Currencies, Messages, FHI Timetables and FHI Accounts.

Approve inquiries with Participants via the Buna Portal.

Create and send text messages.

Approve/Decline requests to change the priority of a payment.

Approve/Decline requests to cancel a payment

View MT/MX messages

Administrator



Edit role attributes in the portal.

Access Audit of Participants users' activities.

View the following directories: Participants, Correspondents, Reject reasons, Transaction type codes, Currencies, Participants accounts and Priorities

RMA Exchange & Prior Coordination

1

RMA should be opened and exchanged with Buna on test environment using test BIC at the beginning of testing process

2

Only single RMA is required to have access to the entire Buna Network without the need to open RMA with each participant

3

RMA should be exchanged on production environment using live BIC prior to go live

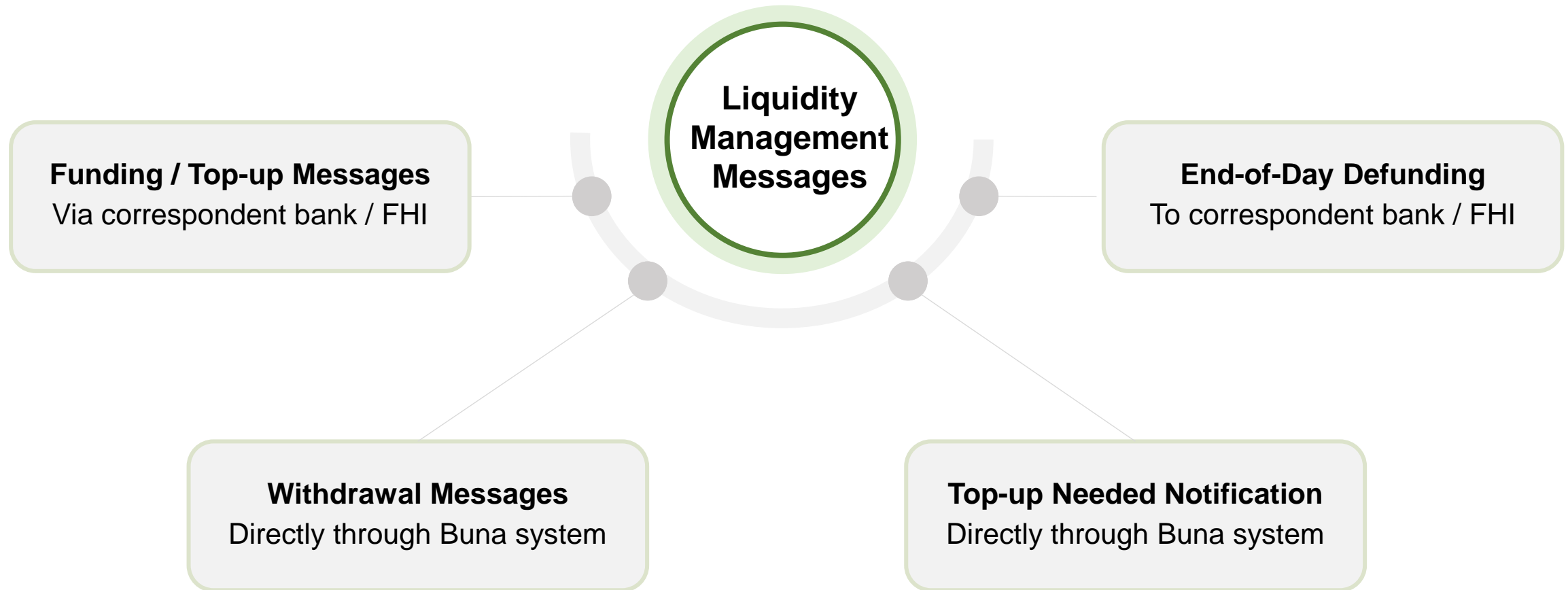
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Prior coordination with the correspondent bank should take place for account funding

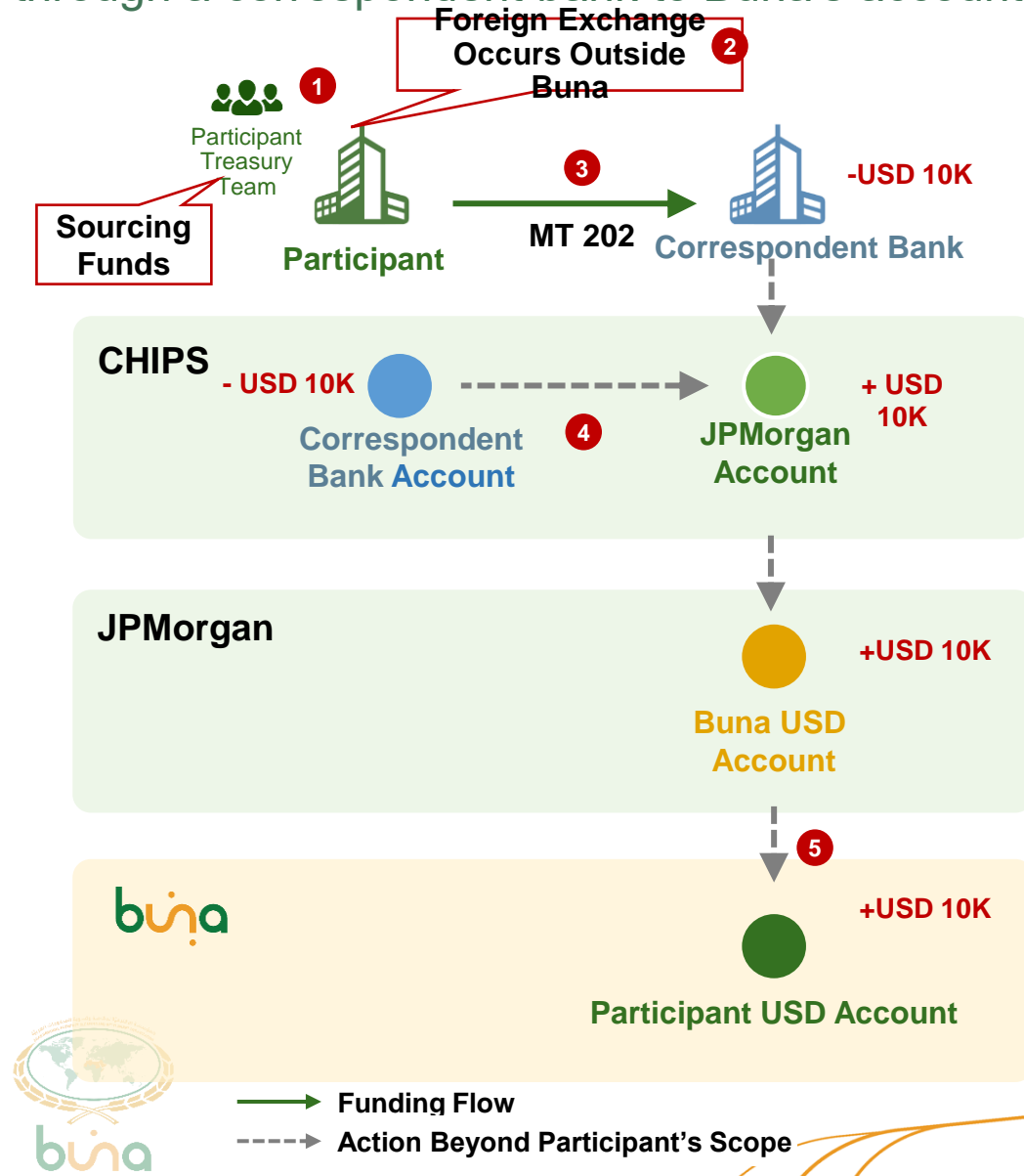
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All messages should be sent within currency settlement window for automatic funding currencies

Buna supports different liquidity management messages to fund and withdraw from the participant's account, in addition to automatic defund for specific currencies



To fund their account in a USD, participants send an MT 202 message to transfer funds from their account through a correspondent bank to Buna's account at JPMorgan



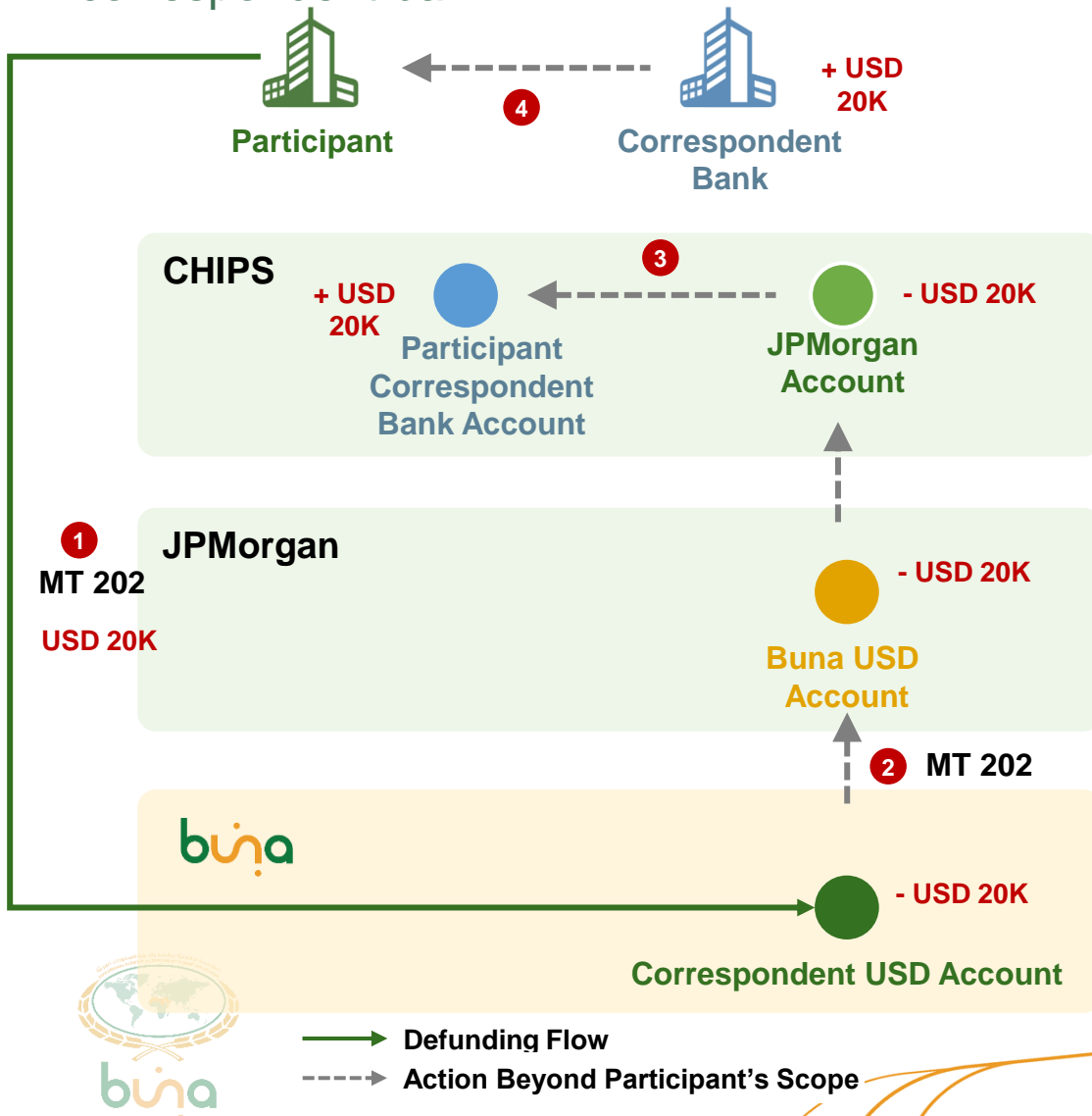
Funding

ILLUSTRATIVE

- 1 The **participant** would need to prefund their USD account in Buna whereby their treasury team **will need first to determine their liquidity needs** and source these funds from outside Buna
- 2 Buna will **not provide foreign exchange** services and participants will need to source funds from other providers as required
- 3 The **participant** then transfers funds to Buna's account residing with JPMorgan, acting as the USD FHI, **via their correspondent bank through MT202**
- 4 Once correspondent bank receives the transfer request, it will **use CHIPS to credit Buna's account at JPMorgan, which will send funding confirmation to Buna**
- 5 Once Buna receives the funds, it will then **top up participant's USD Buna account** by allocating funds to its USD account



Participants can choose to withdraw funds from their balances anytime during the day by sending intraday withdrawal through an MT202 message; Buna will automatically defund participants accounts at day's end for specific currencies, and the transfer of funds would be towards the participants accounts at their initial correspondent bank



Withdrawal / Defunding

ILLUSTRATIVE

- 1 In this example, participant **wishes to withdraw** the funds back to its USD account at correspondent bank. participant **submits an MT202** message to Buna **requesting funds transfer** from its Buna USD Account to their USD account at the designated correspondent bank
- 2 After validation, Buna **forwards the MT202** to JPMorgan requesting to transfer the funds from their account to the participant's account at its correspondent bank.
- 3 **JPMorgan will then immediately transfer funds** to the participant correspondent bank via **CHIPS to credit the participant account at the Correspondent Bank**
- 4 Correspondent Bank pass the funding instruction to the participant **through crediting the participant account at the Correspondent Bank**
 - No automatic defund takes place at end-of-day to USD Participant's accounts in Buna



Value Dates & Settlement

1

All Payments with Buna are real time settlement with same day settlement. **Future value date payments are accepted up to 14 days**

2

Settlement of processed payment messages on a business day **is final and irrevocable**

3

Payment is queued in case of insufficient fund and will be processed upon funding participant's account or receiving cancel request

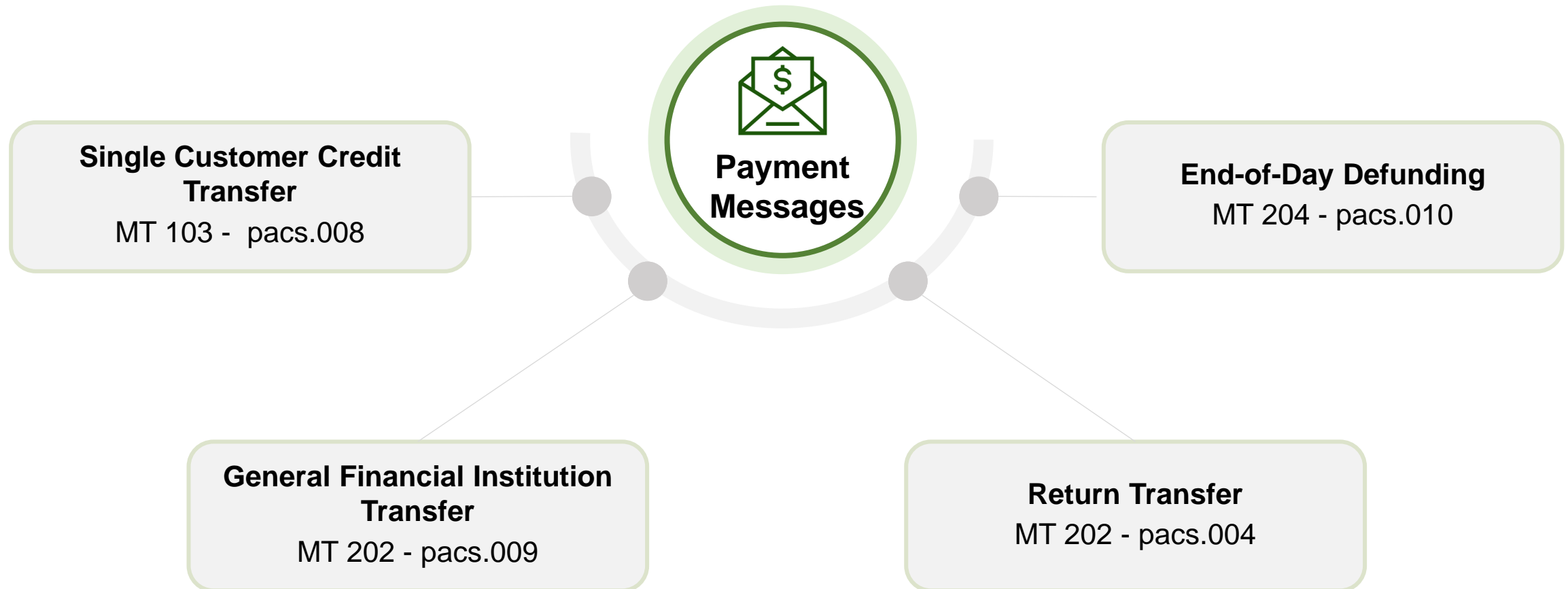
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The payment messages might be queued for compliance violation and will be processed upon providing the required information or receiving cancel request

5

Participants shall open one **participant account per each eligible currency**

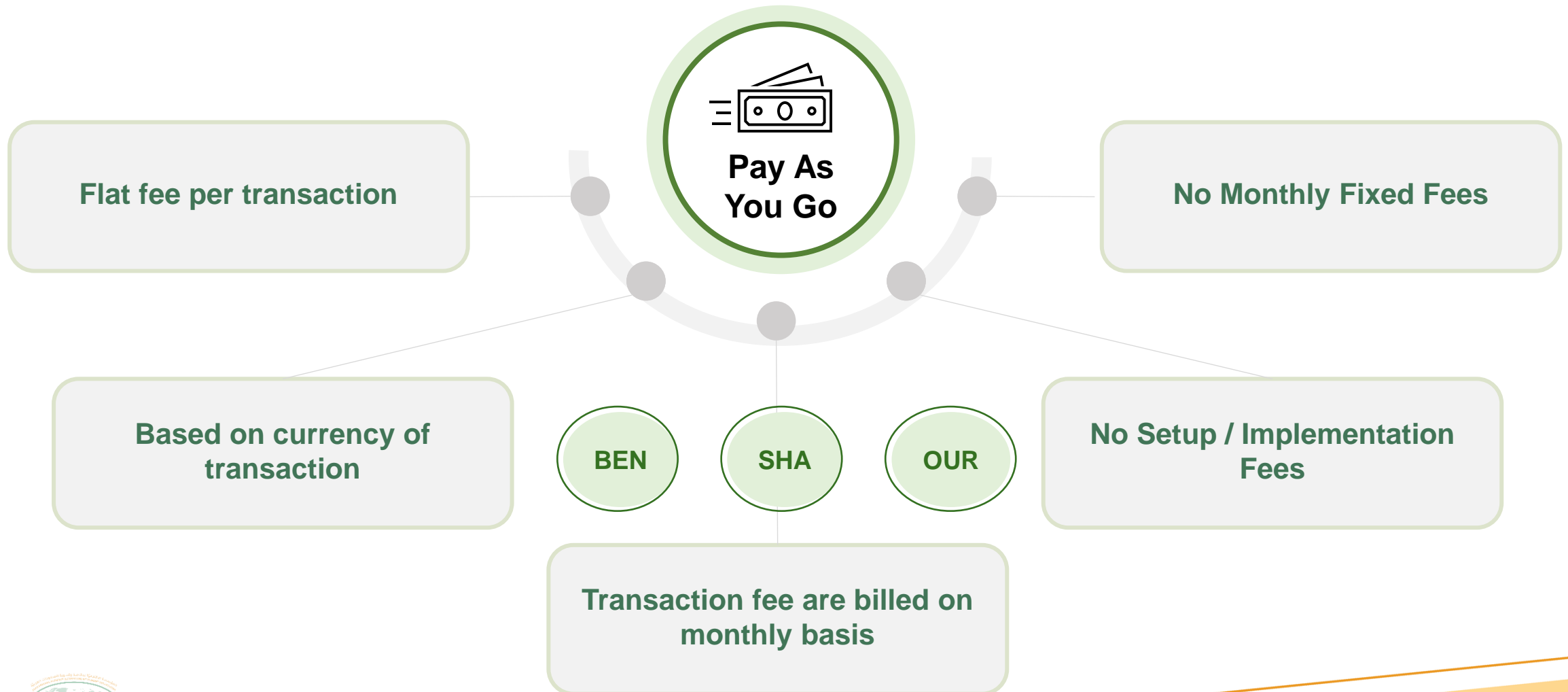
Main Swift Message Types supported in BUNA



Fields to pay attention (MT202 / MT103)

Message Type	MT Field	MT Field Name	Mandatory / Optional	Value / Comment
MT202 / MT103	52A	Ordering institution BIC	M	Exact BIC of the ordering institution
MT202	58A	Beneficiary institution BIC	M	Beneficiary bank BIC, which is Buna participant
MT202	72	Sender to receiver Information	M	Transaction type code and local instrument

Buna Pricing Scheme



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