Security Officer Follow up call regarding User Access for new modules

December 5th, 2013

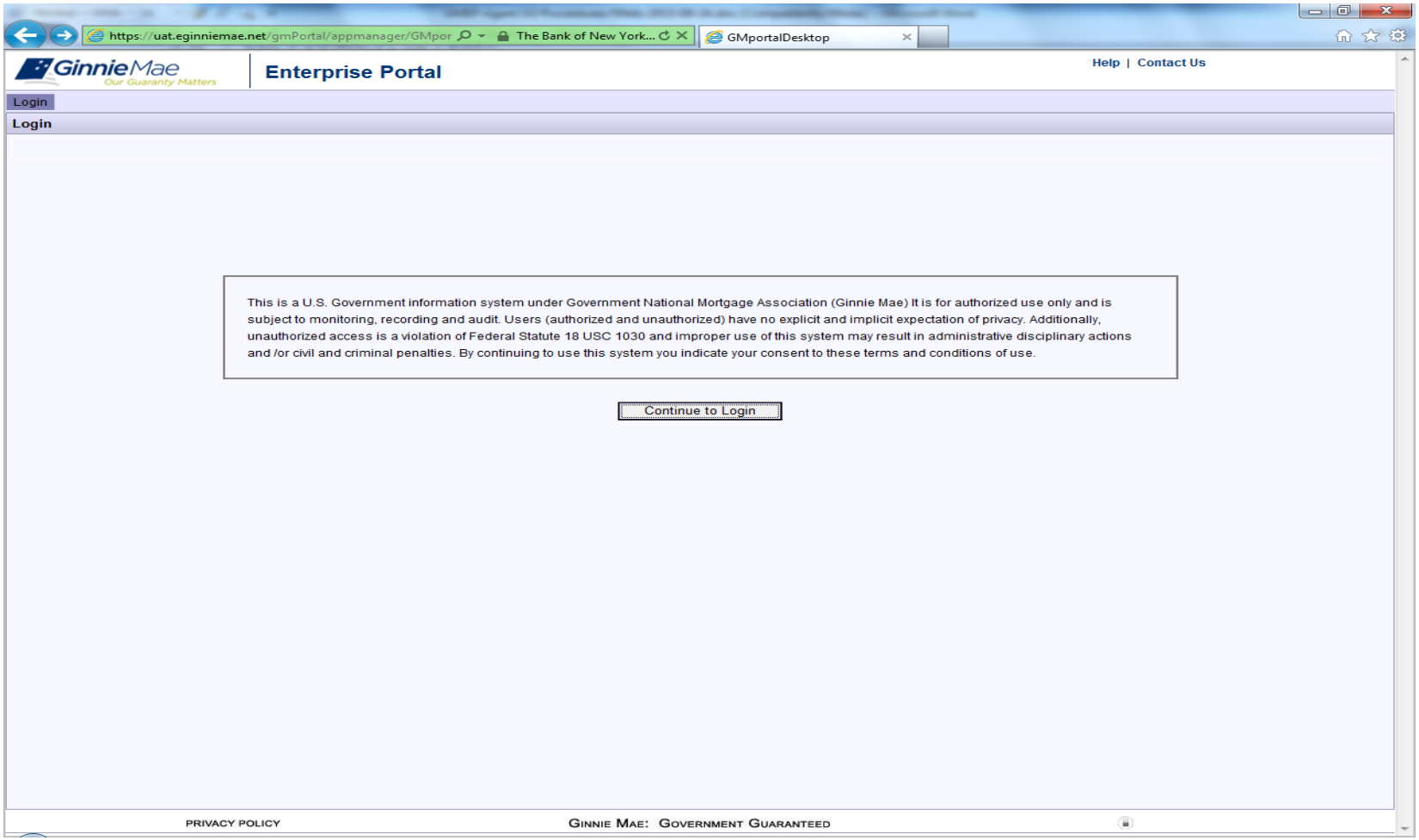
Agenda

- Overview
- How to Login to GMEP
- Assignment of new roles
- Next Steps

Overview

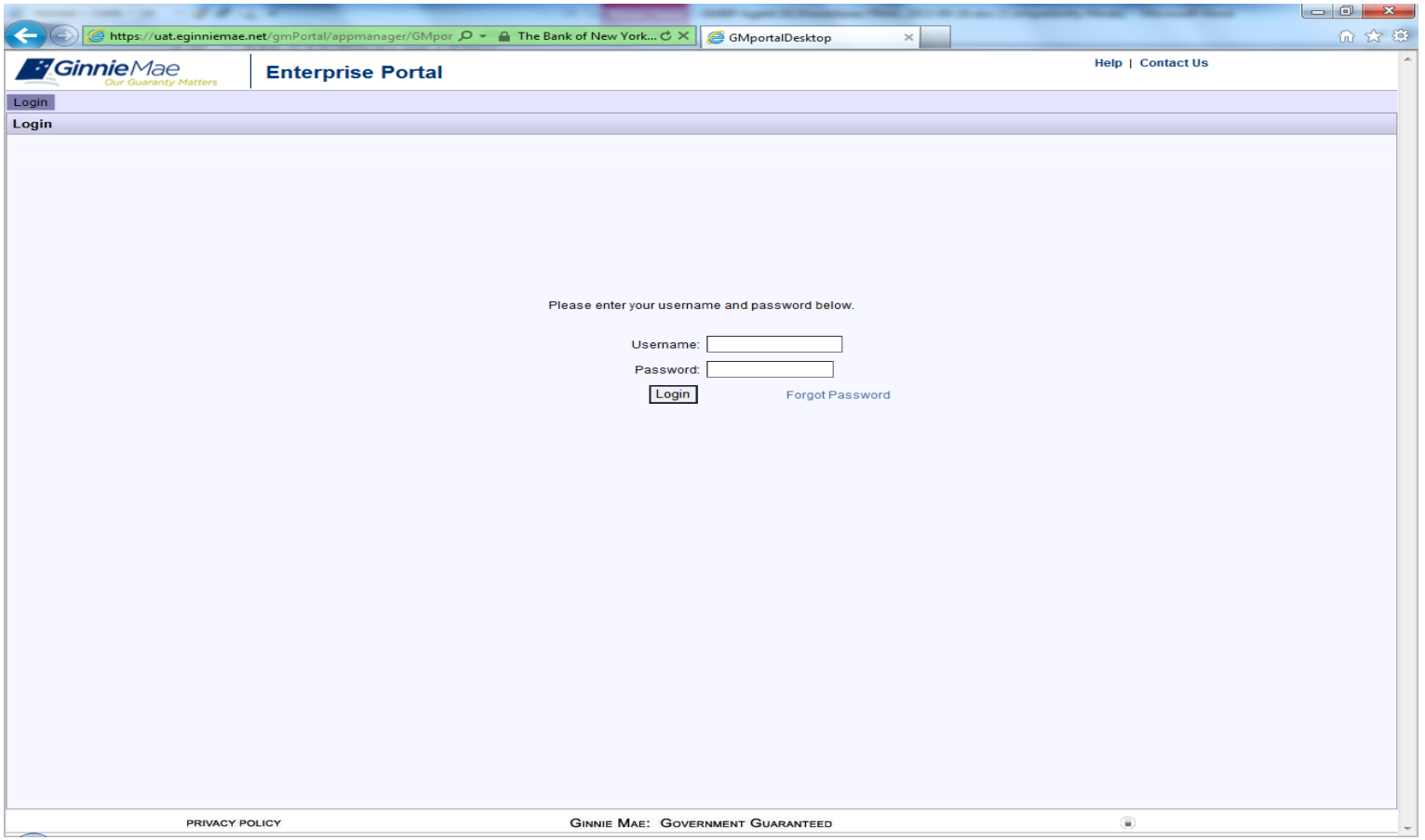
- New functionality for Requesting Pool Numbers , Commitment Management, and submission of Master Agreements will be effective December 16th, 2013.
- Security officers need to assign new roles to users for the new modules in advance of deployment

How to Login to GMEP



To log onto the Ginnie Mae Enterprise Portal, the Operations SO must access the following URL: https://www.eginniemae.net . The first page displayed will be the government website disclaimer:

How to Login to GMEP



Assignment of new roles-GMEP User Role Form

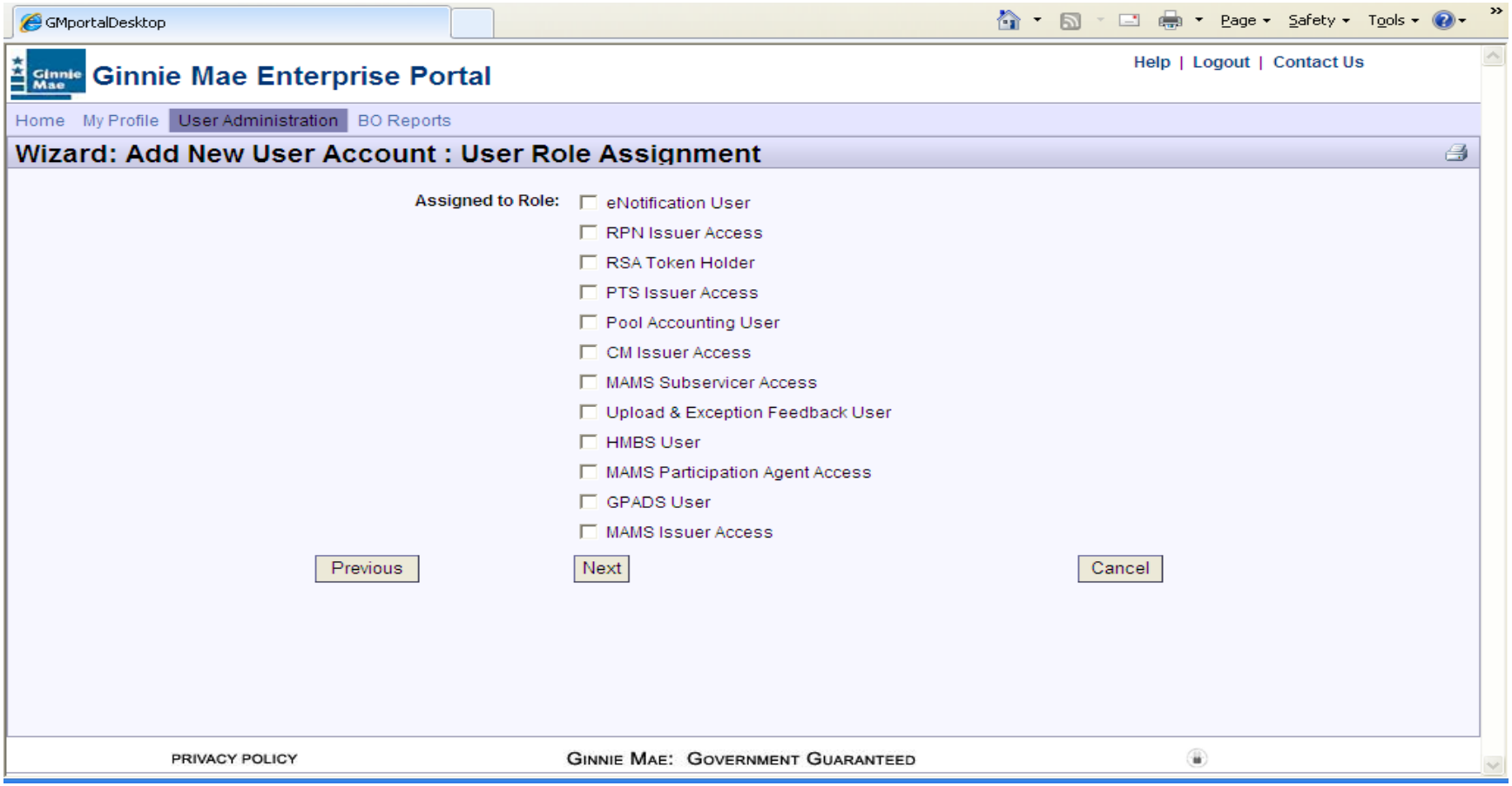
Forms have been updated to reflect new user roles:
http://www.ginniemae.gov/doing_business_with_ginniemae/modernization/Documents/User_Role_Form_Issuer.pdf

http://www.ginniemae.gov/doing_business_with_ginniemae/modernization/Documents/User_Role_Form_Document_Custodian.pdf

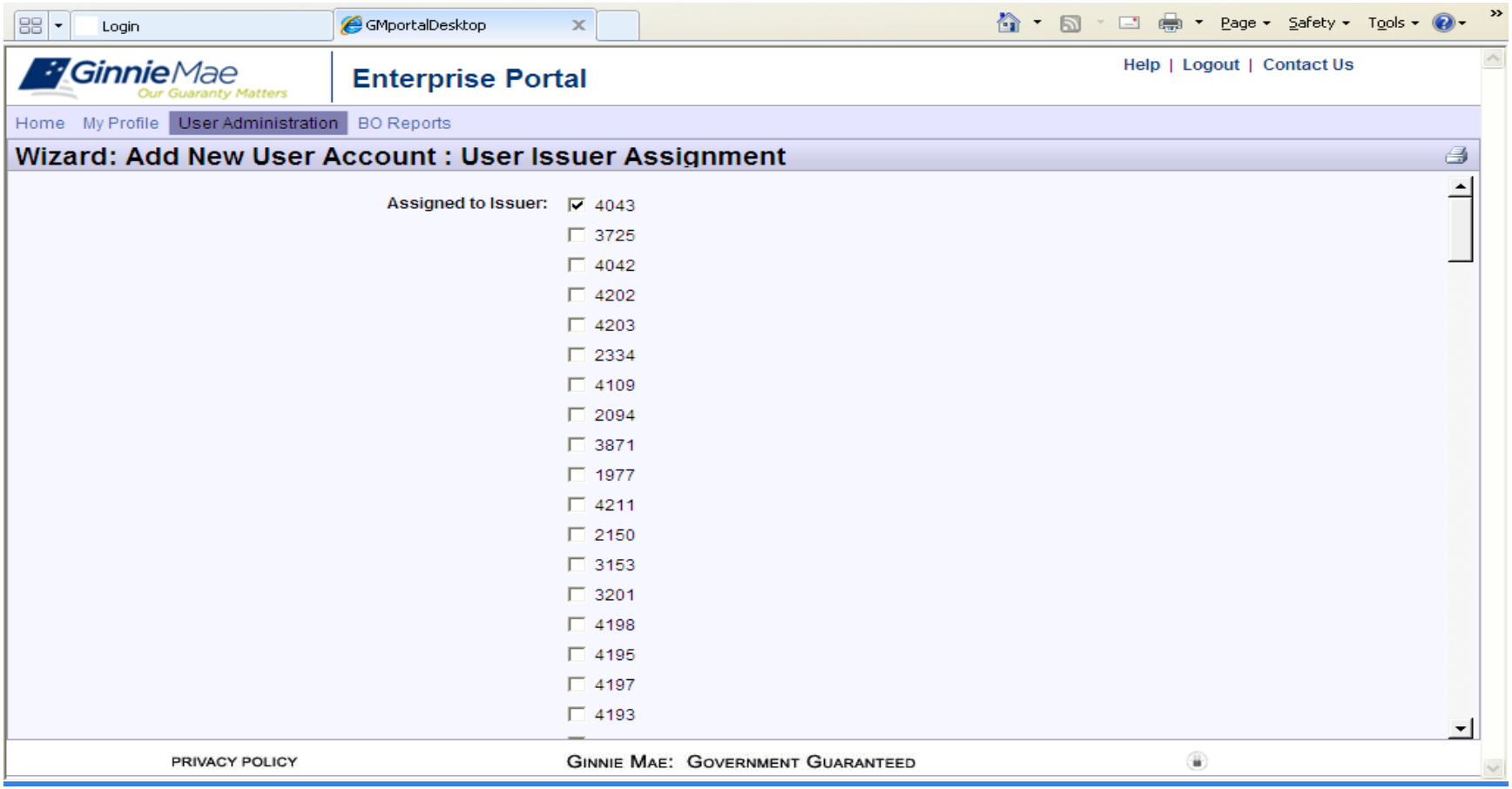
IPMS

☐ **RPN Issuer**	☐ **CM Issuer**	☐ **PTS Issuer**	☐ **RSA Token Holder**
Enter pool number request	View requests and reports	*Selling Issuer*: Submit request for Transfer	Provide means for users to test their token access.
Request maximum pool number calculation override	Request commitment and accept commitment fee	*Buying Issuer*: Accept and authorize Transfer	
View reports			
☐ **MAMS Issuer**	☐ **MAMS Subservicer**	☐ **MAMS Participation Agent**	☐ **RSA Temporary Bypass**
Search and view agreements and reports	View HUD-11707 agreements where Issuer is Subservicer	View HUD-11703-II agreements where Issuer is Subservicer	Provide means for token holder to authenticate if they have forgotten or lost their token.
Create and submit agreements	Search HUD-11707 agreements where Issuer is Subservicer	Search HUD-11703-II agreements where Issuer is Subservicer	
Upload documents	Submit HUD-11707 agreements where Issuer is Subservicer	Submit HUD-11703-II agreements where Issuer is Subservicer	

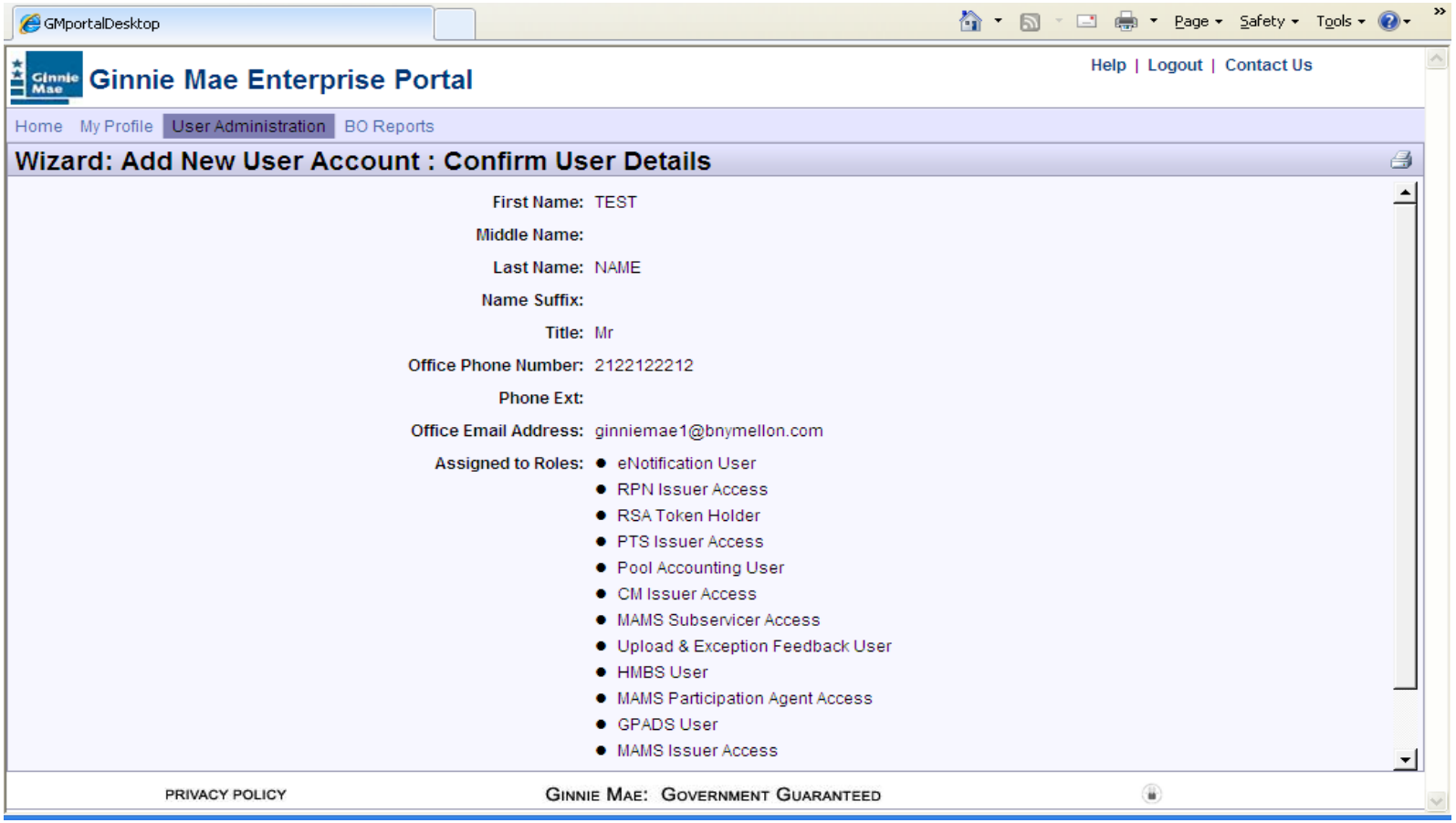
Assignment of new roles-User Role Assignment Screen



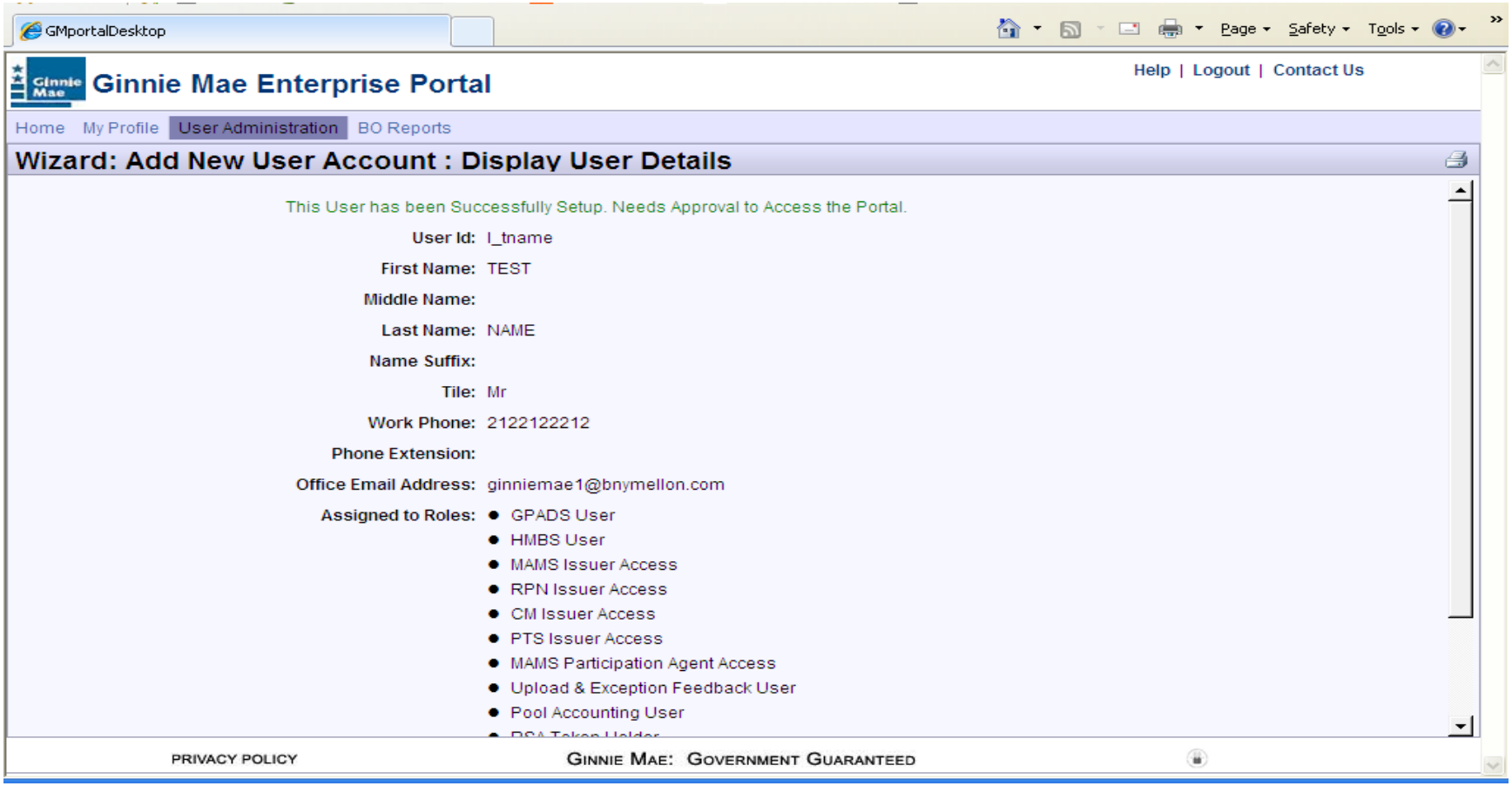
Assignment of new roles-User Issuer Assignment Screen



Assignment of new roles- Confirm User Details Screen



Assignment New Roles-Display User Details Screen



Next Steps

- Go-live December 16th, 2013

Additional resources

- Login to GMEP at www.eginniemae.net to access updated Security Officer Manuals which provide a step by step to providing user roles
- Visit the Modernization Webpage at: http://www.ginniemae.gov/doing_business_with_ginniemae/modernization/Pages/default.aspx
- Access updated GMEP Registration forms, the forms can be found at: http://www.ginniemae.gov/doing_business_with_ginniemae/issuer_resources/Lists/MBSGuideAPMsLib/Attachments/22/Appendix_III-29_20131115.pdf

Q & A