



## FAQs: Interim GIC Deposit Re-Registration Manual Process & Template

On July 29, 2021, the *GIC Deposit Re-Registration Industry Best Practices* (Best Practices) were published on the Brokered Deposit Advisory Group (BDAG) Webpage on the CDIC Website [[GIC Deposit Re-Registration Industry Best Practices \(cdic.ca\)](https://www.cdic.ca)]. The Best Practices support industry's preferred option to have a standardized automated process to re-register GIC deposits to support the maintenance of complete and accurate information by nominee brokers (NBs) and CDIC member institutions (MIs). This approach would also support NBs work to backfill required information for deposits on the records of CDIC MIs, when the new requirements take effect on April 30, 2022.

Since the publication of the Best Practices, many NBs have taken steps to align their processes for deposit re-registration with these best practices (either internally or through their data service providers). Certain NBs have received notice from their data service provider indicating that the service provider will not be able to amend their data processes to align with the automated re-registration best practices in time for when the new CDIC requirements take effect.

The following FAQs have been developed to assist NBs affected by this situation.

### FAQs:

**1. Considering the Best Practices, can a Nominee Broker affected by this situation opt for a different (i.e., manual) process for the re-registration and backfilling of information for GIC deposits?**

As noted in the Best Practices, Certain NBs may consider using alternate processes to transmit required information to re-register brokered GICs deposits than the automated processes set out in the document. While not prohibited, it is incumbent on these participants to ensure that any chosen alternate process meets the same high standards for timeliness, accuracy and security as the process set out in these best practices.

Failure to do so increases the risk of incorrect or incomplete information regarding these GICs being exchanged between participants, therefore increasing the risk of non-compliance with the CDIC Act requirements.

**2. Has a template been created for those NBs who will need to rely on manual processes to re-register and/or backfill information for deposits held at CDIC MIs?**

As the Best Practices reflect industry preferred approach to have an automated approach for the internal re-registration of GIC deposits and to backfill information for deposits, a specific "manual template" was not developed by the Brokered deposit Advisory Group (BDAG).

That said, certain NBs who must rely on a manual process as an interim measure have leveraged other templates developed by BDAG for the purposes of re-registering/backfilling GIC deposits.

**3. Where can NBs affected by this situation find the templates that can be used for this re-registration/backfill process?**

BDAG has develop the following two templates that can be leveraged by NBs for the purposes of re-registering/backfilling GIC deposits with CDIC MIs if required:

- **Standardized Template for GIC Deposit Transfers (i.e., external transfers):** [bdag-gic-deposit-transfer-blank-template.xlsx](#)



- **Deposit Reconciliation Reporting Template:** [bdag-deposit-reconciliation-reporting-template.xlsx](#)

NBs affected by this situation should be able to use either of these templates with minimal edits/amendments to address their immediate needs with regards to re-registration and backfill on GIC deposits.

**4. Do these templates reflect the information that NBs are required to transmit to MIs under the new CDIC requirements?**

Yes, both templates were developed by BDAG with input from CDIC to ensure that they reflect the required information set out in the CDIC Act and By-laws, along with all other key GIC deposit information that current processes/transaction require.

**5. Should NBs permanently rely on these templates for future re-registrations of GIC deposits?**

The Best Practices continues to reflect industry's preferred approach, as it provides several key benefits that cannot be easily achieved through a manual process. The use of a manual process/template should be looked at as an interim measure considering the notification received by affected NBs.

NBs affected by this situation should continue to work with their data service providers to identify how the approach set out in the Best Practices can ultimately be achieved as a long-term solution, to ensure the accurate and secure transmission of required information for GIC re-registration purposes.