

Schedules to the TISS Rules and Regulations

Schedule I

TISS PARTICIPATION APPLICATION FORM

(Name and address of the applicant)

.....
.....

Date200..

The Director,
National Payment System Directorate,
Bank of Tanzania
P.O. Box 2939,
DAR ES SALAAM

Dear Sir,

RE: Application for Participation in the Tanzania Inter-bank Settlement System (TISS)

Webank ltd., do hereby apply to become a participant in TISS. In so applying do furnish the following particulars;

S/no	Particulars	Remarks
1	Registration Status with the Bank	
2.	Settlement account at the Bank,	
3	Status of SWIFT connectivity requirements for domestic inter bank settlement system	
4	Whether can exchanges SWIFT authentication keys with all participants	
5	Technical capacity: (a) Webstation capable of effectively communicating with TISS (tested and ascertained by the Bank) (b) Have in place contingency arrangements to enable business continuity.	

Schedules to the TISS Rules and Regulations

6	Tolerable outage period; Demonstrated that its system can resume payment processing through the TISS within a period acceptable to the Bank	
7	Executed and agree to be bind by the terms and conditions of the Agreement for Participating in TISS.	

We hereby certify that the representations made and the facts stated in this Application are complete and true to the best of our knowledge and belief, and that we have not omitted any material facts.

We furthermore agree in the event such information or facts contained in this Application are found to be misrepresented the Bank shall nullify the application (if granted).

We shall abide by terms and conditions of the Rules and Regulations of TISS.

Yours Faithfully,
For and on behalf of
the Applicant

Name Name

Designation..... Designation.....

Authorised Signatory Authorised Signatory

Official Stamp/Seal

Schedules to the TISS Rules and Regulations

Schedule A – SWIFT Bank Identifier Codes (BICs) for TISS Participants (Bilateral Key exchange)

	Participant	SWIFT BIC LIVE	SWIFT BIC T&T
1	TISS	TANZTZTA	ZYAATZTO
2	Bank of Tanzania	TANZTZTX	TANZTZTO
3	Akiba Commercial Bank	AKCOTZTI	AKCOTZTO
4	Barclays Bank Ltd	BARCTZTX	BARCTZTO
5	CF Union Bank Ltd	CFUBTZTZ	CFUBTZTO
6	Citibank Tanzania Ltd	CITITZTZ	CITITZTO
7	CRDB Bank Limited	CORUTZTZ	CORUTZTO
8	Diamond Trust Bank Tanzania Ltd	DTKETZTZ	DTKETZTO
9	Eurafrican Bank Ltd	EUAFTZTZ	EUAFTZTO
10	Exim Bank Ltd	EXTNTZTZ	EXTNTZTO
11	Habib African Bank Ltd	HABLTZTZ	HABLTZTO
12	International Bank of Malaysia Ltd	BKMYTZTZ	BKMYTZTO
13	Kenya Commercial Bank Ltd	KCBLTZTZ	KCBLTZTO
14	National Bank of Commerce Ltd	NLCBTZTX	NLCBTZTO
15	National Microfinance Bank Ltd	NMIBTZTZ	NMIBTZTO
16	Stanbic Bank Tanzania Limited	SBICTZTX	SBICTZTO
17	Standard Chartered Bank Ltd	SCBLTZTX	SCBLTZTO
19	United Bank of Africa Ltd	UNBFTZTZ	UNBFTZTO
20	African Banking Corporation	FMBZTZTX	FMBZTZTO

Schedules to the TISS Rules and Regulations

Schedule B – TISS Self-Assessment Return

Participant: [Name]

Self-Assessment for [Biannually]

Biannual returns are to be submitted in January 31st and June 30th

Please respond to the following questions

A. TISS-related fraud

- 1) Has your organisation experienced any TISS-related actual or attempted fraud during the year?
- 2) If so, was this reported to the Bank in accordance with the Rules and Regulations?
- 3) Was the means of the fraud identified and rectified?
- 4) Did the fraud result in any financial loss to your organisation or to its customers?
- 5) If so, is recovery still being sought?

B. Contingency planning and contingency facilities

- 1) Does your organisation have a documented contingency plan for its TISS operations?
- 2) Does the plan satisfactorily cover significant potential contingency scenarios?
- 3) Does your organisation maintain back up computer facilities and/or communications for the SWIFT interface used for TISS communications?
- 4) If your organisation does maintain a backup computer facility, is it at a separate site to your main SWIFT computer facility?
- 5) Are you satisfied that potential business risks have been analysed and addressed?

C. System down time and resilience

- 1) Has your TISS operations been subject to significant or recurring downtime or disruption?
- 2) If so, were these reported to the Bank and recorded in a Contingency Event Log in accordance with the TISS procedures?
- 3) Are you satisfied that your TISS-related systems have sufficient capacity and resilience to service your TISS payment traffic in a timely and safe manner?

Signed for and behalf of
By the duly authorized Signatories

Name Name

Title..... Title.....

Signature Signature

Schedules to the TISS Rules and Regulations

Schedule C – Request for TISS Account Transfer
[Requesting Bank Letterhead]

FACSIMILE

TO: The Director National Payment System
Bank of Tanzania
10 Mirambo Street
Dar es Salaam

Attention:

Date:

Request for TISS Account Transfer

Dear Sir,

In accordance with section 73 of the Rules and Regulations, we submit the following listing of transactions for input to the TISS system on our behalf. We confirm that we have received permission to make this request from [Name of Authorizing Officer at Bank of Tanzania and time].

Table with 3 columns: Amount, Bank to be Credited, Transaction Reference Number. It contains 5 empty rows for data entry.

Yours faithfully

Duly authorized Participant Signatories

Name Name

Title..... Title.....

Signature Signature

This part only for Bank of Tanzania use

Bank of Tanzania – Authorising Signatures:.....

Time of Request Receipt:.....

Account Transfers effected[time and name of Authorising Officer].....

Schedules to the TISS Rules and Regulations

Schedule D – Processing Problem Contacts

Processing Problem Contacts			
Participant		Principal Contact	Secondary Contact
Bank of Tanzania	Name		
	Phone		
	Fax		
	E-mail		
Akiba Commercial Bank	Name		
	Phone		
	Fax		
	E-mail		
Barclays Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
CF union Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Citibank Tanzania Ltd	Name		
	Phone		
	Fax		
	E-mail		
CRDB Bank Limited	Name		
	Phone		
	Fax		
	E-mail		
Diamond Trust Bank Tanzania Ltd	Name		
	Phone		
	Fax		
	E-mail		
Eurafrikan Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Exim Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Habib African Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
International Bank of Malaysia Ltd	Name		
	Phone		
	Fax		
	E-mail		
Kenya Commercial Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
National Bank of Commerce Ltd	Name		
	Phone		
	Fax		
	E-mail		
National Micro-finance Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
	Name		

Schedules to the TISS Rules and Regulations

Processing Problem Contacts			
Participant		Principal Contact	Secondary Contact
	Name		
Stanbic Bank Tanzania Limited	Phone		
	E-mail		
Standard Chartered Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
The People's Bank of Zanzibar Ltd	Name		
	Phone		
	Fax		
	E-mail		
	Name		
	Phone		
	Fax		
	E-mail		
Africa n Banking Corporation Ltd	Name		
	Phone		
	Fax		
	E-mail		

Schedules to the TISS Rules and Regulations

Schedule E – Net Settlement Batch Failure Contacts

Net Settlement Batch Failure Contacts			
Participant		Principal Contact	Secondary Contact
Bank of Tanzania	Name		
	Phone		
	Fax		
	E-mail		
Akiba Commercial Bank	Name		
	Phone		
	Fax		
	E-mail		
Barclays Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
CF union Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Citibank Tanzania Ltd	Name		
	Phone		
	Fax		
	E-mail		
CRDB Bank Limited	Name		
	Phone		
	Fax		
	E-mail		
Diamond Trust Bank Tanzania Ltd	Name		
	Phone		
	Fax		
	E-mail		
Eurafrican Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Exim Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Habib African Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
International Bank of Malaysia Ltd	Name		
	Phone		
	Fax		
	E-mail		
Kenya Commercial Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
National Bank of Commerce Ltd	Name		
	Phone		
	Fax		
	E-mail		
National Micro-finance Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
Stanbic Bank Tanzania Limited	Name		
	Phone		

Schedules to the TISS Rules and Regulations

Net Settlement Batch Failure Contacts			
Participant		Principal Contact	Secondary Contact
	Fax		
	E-mail		
Standard Chartered Bank Ltd	Name		
	Phone		
	Fax		
	E-mail		
The People's Bank of Zanzibar Ltd	Name		
	Phone		
	Fax		
	E-mail		
United Bank of Africa Ltd	Name		
	Phone		
	Fax		
	E-mail		
Africa n Banking Corporation Ltd	Name		
	Phone		
	Fax		
	E-mail		

Schedules to the TISS Rules and Regulations

Schedule F – Fees and Charges

(a) Participants Annual subscription fee:

Participants Annual subscription fee will be:-

$$\frac{\text{Participant (Incoming + Outgoing) message}}{\text{Total Messages Processed}} \times \text{Application Maintenance Fees}$$

(b) Transaction Processing charges:

Category	Channel	Window 1 9.00- 12.00 am	Window 2 12.00 - 3.30 pm	Window 3 3.30 - 4.30 pm
All Message Categories (TZS)	Originating			
	RG LO	500 1,000	1,000 2,000	2,000 3,000
	Receiving	NIL	NIL	NIL

(c) Penalties for:-

- | | | |
|-------|--|-------------|
| (i) | Rejected Settlement on RG line | TZS 100,000 |
| (ii) | Rejected Queued Transaction at EOD penalty fee | TZS 100,000 |
| (iii) | Batch Rejection Penalty fee to the participant who caused the batch to be rejected | TZS 500,000 |

NB:.

RG means Real Time option

LO means Liquidity Optimization option

EOD means End of Day

Schedules to the TISS Rules and Regulations

Schedule G – Contingency Event Record

[Insert Name of participant].....For Month of200...

Date of Event	Time of Event	Nature of Problem	Action taken	Time of Rectification
Example 22/07/02	12.35pm	Lost SWIFT connection	Went to SWIFT fallback	1.25pm
Example 30/7/02	9.00am	Unable to connect to TISS	Contacted TISS Support at BOT, who explained there was a problem with their primary site and to wait 15 mins for their fallback site to start the day. Connected OK at 9.15am	9.15am

Submit this report at the end of each month to the TISS Support Supervisor at tiss-support@hq.bot-tz.org

Signed for and behalf of

By the duly authorized Signatories

Name

Name

Title.....

Title.....

Signature

Signature