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**Application for registration for Trade Repositories providing services under the Securities Financing Transactions Regulation(SFTR)**  
**SFTR Trade Repository form**

**Full corporate name of applicant firm**

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**You should read this important information before completing this form**

The information in this form is required to comply with UK SFTR and the relevant technical standards.

If the applicant firm is currently registered with the FCA as a Trade Repository operating under UK EMIR, and wishes to apply for extension of registration as provided by Article 5(5)(b) SFTR, you are only required to provide the information specified in the following sections of the form as per Article 26 of Regulation 2019/359:

1. Article 1, except point (k) of paragraph 1: Sections 1.1 - 1.13, 1.15 and 1.16;
2. Article 2: please see important information above;
3. Article 5: Section 3.1;
4. Article 7, except point (d) of paragraph 2: Sections 3.5 (except (d)), 3.6 and 3.7;
5. Article 8(b): Section 3.9;
6. Article 9(1)(b) and 9(1)(e): Sections 3.12 and 3.15;
7. Article 11: Sections 4.3 - 4.7;
8. Article 12(2): Section 5.4;
9. Article 13: Sections 6.1 – 6.3;
10. Article 14(2): Section 6.5;
11. Article 15: Section 6.7;
12. Article 16, except point (c): Sections 7.1, 7.2, 7.4 and 7.5;
13. Article 17: Sections 7.6 – 7.8;
14. Article 18: Sections 8.1 – 8.5;
15. Article 19: Sections 8.6 – 8.12;
16. Article 20: Sections 8.13 – 8.15;
17. Article 21: Sections 9.1 – 9.5;
18. Article 22: Sections 10.1 and 10.2;
19. Article 23: Sections 11.1 – 11.4;
20. Article 24: Sections 12.1 – 12.3;
21. Article 25: Sections 14.1, 14.2 and 15.1;
22. Article 27: Section 16.1.

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You must consider the following points when completing this form:

* When answering the questions in this form please ensure you comply with article 1(3) of Regulation 2019/359 and indicate where the applicant firm considers the requirement of this Regulation does not apply.
* When providing policies and procedures please ensure you comply with Article 2 of Regulation 2019/359.
* The notes that accompany this form will help you complete the questions. They also explain why we need the requested information. Please see: <https://www.fca.org.uk/publication/forms/sftr-registration-notes.docx>
* Please keep a copy of your completed forms and any supporting documents you include in your application pack for future reference.

The FCA processes personal data in line with the requirements of The General Data Protection Regulation (EU) 2016/679 and the Data Protection Act 2018. For further information about the way we use the personal data collected in this form, please read our privacy notice available on our website: [www.fca.org.uk/privacy](http://www.fca.org.uk/privacy).

**It is important that you provide accurate and complete information.  Knowingly or recklessly giving the FCA information which is false or misleading in a material particular may be a criminal offence (section 398 of the Financial Services and Markets Act 2000).  If necessary, please take appropriate professional advice before supplying information to us.**

**Terms in this application pack**

In this application pack, we use the following terms:

* 'you' refers to the senior company officer(s) of a UK SFTR Trade Repository, signing on behalf of the applicant firm
* 'the applicant firm' refers to the firm applying for registration for the purposes for the purposes of The Transparency of Securities Financing Transactions and of Reuse (Amendment) (EU Exit) Regulations 2019.
* ‘we’, ‘us’, ‘our’ or ‘FCA’ refers to the Financial Conduct Authority
* ‘FSMA’ refers to the Financial Services and Markets Act 2000
* ‘SFTR’- the UK version of Regulation (EU) 2015/2365, as amended under section 8 of the European Union (Withdrawal) Act 2018, in particular by The Transparency of Securities Financing Transactions and of Reuse (Amendment) (EU Exit) Regulations 2019. This forms part of retained EU law in the UK.
* ‘Regulation 2019/359’ means Commission Delegated Regulation (EU) 2019/359, which is part of UK law by virtue of the European Union (Withdrawal) Act 2018, as amended by T[echnical Standards (Securities Financing Transactions Regulation) (EU Exit) (No 1) Instrument 2020](https://www.handbook.fca.org.uk/instrument/2020/FCA_2020_51.pdf).

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**Filling in the form**

**1** If you are using your computer to complete the pack:

* use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question
* save all the parts of the pack you have completed and attach to your application

**2** If you think a question is not relevant to you, you must write 'not applicable' and explain why.

**3** If you leave a question blank or do not attach the required supporting information we may have to treat the application as incomplete. This will increase the time it takes to assess your application.

**4** If there is not enough space on the forms you can use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number.

**5** If you are relying on other documents to answer any questions in this form, please include a link/reference to the relevant information and clearly show which specific section of the documentation has the answer. If you do not provide this, we will treat your application as incomplete.

**6** Email the application consisting of:

* this application, and
* any supporting documents to us at: [TR-registration@fca.org.uk](mailto:TR-registration@fca.org.uk)

**7** Ensure you give each supporting document a unique reference number. These should all be listed in Section 13.

**8** An application fee will be payable before your firm can be registered.

**9** We expect the applicant firm to be ready, willing and organised to start business at the point of registration.

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| 1 | General information  Use this section to provide the information required under Article 1 Regulation 2019/359, as well as related information that we need for domestic purposes.  Please refer to that article when completing this section and satisfy yourself that you have provided all the information it specifies. |

**1.1 Does the applicant firm intend to use any trading names as well as the corporate name given on the front of this form?**

No

Yes⏵Give details below

|  |
| --- |
|  |

**1.2 Legal address within the UK**

|  |  |
| --- | --- |
| Registered office address |  |
|  |
|  |
| Postcode |  |

|  |  |
| --- | --- |
| Phone number (including STD code) |  |

|  |  |
| --- | --- |
| Email address |  |

**1.3 Does the applicant firm have a website address?**

No

Yes, live⏵Give address below

Yes, being developed⏵Give address (if known) and launch date below

|  |
| --- |
|  |

**1.4** **You must attach an excerpt from the relevant commercial or court register, or other forms of certified evidence of the place of incorporation and scope of business activity of the applicant firm, valid at the application date.**

Attached

**1.5** **You must provide information on the types of securities financing transactions, as defined in Article 3 (11) of SFTR, for which the applicant firm wishes to be registered**

Securities or commodities lending or securities or commodities borrowing

Buy-sell back transaction or sell-buy back transaction

Repurchase transaction

Margin lending transaction

All

**1.6 Is the applicant firm authorised or registered by the FCA**

No

Yes ⏵ Give FRN below

|  |
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|  |

**1.7** **You must attach the articles of incorporation and, where relevant statutory documentation stating that the applicant firm will conduct trade repository services.**

Attached

**1.8 You must attach the minutes from the meeting where the applicant’s board approved the application.**

Attached

Contact for this application

**1.9 Contact details of the person we will contact about this application**

This must be someone who works for the applicant firm, and not a professional adviser.

|  |  |
| --- | --- |
| Title |  |

|  |  |
| --- | --- |
| First name(s) |  |

|  |  |
| --- | --- |
| Surname |  |

|  |  |
| --- | --- |
| Job title |  |

|  |  |
| --- | --- |
| Business address |  |
|  |
|  |
|  |
| Postcode |  |

|  |  |
| --- | --- |
| Phone number (including STD code) |  |

|  |  |
| --- | --- |
| Mobile number (optional) |  |

|  |  |
| --- | --- |
| Email address |  |

**1.10** **Contact details of the person(s) responsible for compliance, or any other staff involved in compliance assessments for the applicant firm.**

|  |  |
| --- | --- |
| Title |  |

|  |  |
| --- | --- |
| First names |  |

|  |  |
| --- | --- |
| Surname |  |

|  |  |
| --- | --- |
| Job title |  |

|  |  |
| --- | --- |
| Business address |  |
|  |
|  |
|  |
| Postcode |  |

|  |  |
| --- | --- |
| Phone number (including STD code) |  |

|  |  |
| --- | --- |
| Mobile number (optional) |  |

|  |  |
| --- | --- |
| Email address |  |

**1.11 You must provide the programme of operations, including indications of the location of the main business activities.**

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**1.12 Does the applicant firm have any subsidiaries?**

No

Yes ⏵ Please identify these subsidiaries below and include, where relevant, the group structure

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**1.13 Does the applicant firm intend to provide any service other than the trade repository function**

No

Yes ⏵ Give details below

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**1.14** **Is the applicant firm party to any pending judicial, administrative, arbitration or any other litigation proceedings irrespective of their type? Particularly, tax and insolvency matters and where significant financial or reputational costs may be incurred, or any non-pending proceedings, that may still have any material impact on trade repository costs.**

No

Yes ⏵Give details below

|  |
| --- |
|  |

**1.15** **Please confirm that the applicant firm has documents available to provide additional information as set out in Chapter III of Regulation (EU) No 2015/2365**

Yes

Financial year end

**1.16 Date of the applicant firm's financial year end (dd/mm)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
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|  |  |
| --- | --- |
| 2 | Ownership structure  Use this section to provide the information required under Articles 3 and 4 Regulation 2019/359.  Please refer to these articles when completing this section and satisfy yourself that you have provided all the information specified. |

Owner(s) and parent undertaking of a trade repository

**2.1** **Give details below of each person or entity who directly or indirectly holds 5% or more of the applicant firm’s capital or voting rights, or whose holding makes it possible to exercise a significant influence over the applicant firm’s management.**

|  |  |  |  |
| --- | --- | --- | --- |
| Owner | Percentage of capital | Nature of the holding (direct or indirect) | Percentage of voting rights |
|  |  | Direct  Indirect |  |
|  |  | Direct  Indirect |  |
|  |  | Direct  Indirect |  |
|  |  | Direct  Indirect |  |
|  |  | Direct  Indirect |  |
|  |  | Direct  Indirect |  |

**2.2** **Give details below of any undertakings in which a person referred to in Question 2.1 holds 5% or more of the capital or voting rights, or over whose management that person exercises a significant influence.**

|  |  |
| --- | --- |
| Owner | Undertaking in which an owner of the applicant had an interest according to Article 3 (1)(b) of RTS |
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**2.3 Does the applicant firm have a parent undertaking?**

No⏵Continue to Question 2.5

Yes ⏵Give details below of the legal address of the parent undertaking

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| --- | --- |
| Registered office address |  |
|  |
|  |
| Postcode |  |

|  |  |
| --- | --- |
| Phone number (including STD code) |  |

|  |  |
| --- | --- |
| Email address |  |

**2.4 Is the parent undertaking authorised or registered?**

No

Yes ⏵Give details below

Reference number

|  |
| --- |
|  |

Name of supervisory authority

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Ownership chart

**2.5 You must attach a chart showing:**

* **the ownership links between the parent undertaking**
* **subsidiaries**
* **any other associated entities or branches**

The ownership chart must include full names, legal status and legal address of each subsidiary, entity or branch.

Attached

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| 3 | Organisational chart  Use this section to provide the information required under Articles 5,6,7,8  and 9 Regulation 2019/359.  Please refer to these articles when completing this section and satisfy yourself that you have provided all the information specified. |

Organisational chart

**3.1 You must attach an organisational chart showing the organisational structure of the applicant firm, including that of any ancillary services.**

The organisational chart must include information about the identity of the person responsible for each significant role, including senior management and persons who direct the activities of any branches.

Attached

Corporate governance

**3.2** **You must attach the applicant firm’s internal corporate governance policies and procedures and terms of reference which govern its senior management, including the board, its non-executive members and, where established, committees.**

Attached

**3.3** **You must confirm that the procedures attached in Question 3.2 include a description of the selection process, appointment, performance evaluations and removal of senior management and members of the board.**

Yes

**3.4** **Does the applicant firm meet a recognised corporate governance code of conduct?**

No

Yes ⏵ Give details below of the code and provide an explanation for any situations where the applicant firm deviates from the code.

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Internal control

**3.5** **You must provide a detailed description of the internal control system of the applicant firm. This should include its compliance function, risk assessment, internal control mechanisms and internal audit function arrangements.**

This overview must include information on the following:

1. the applicant firm’s internal control policies and procedures related to their consistent and effective implementation
2. the policies, procedures and manuals regarding the monitoring and evaluation of the adequacy and effectiveness of the applicant firm’s systems
3. the policies, procedures and manuals regarding the control and safeguard for the applicant firm’s information processing systems
4. the identity of the internal bodies in charge of the evaluation of the findings

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**3.6** **You must provide information of the applicant firm’s internal audit activities.**

This must include:

1. the composition of any Internal Audit Committee, its competences and responsibilities
2. the internal audit function charter, methodologies, standards and procedures
3. an explanation how its internal audit charter, methodology and procedures are developed and applied, taking into account the nature and extent of the applicant firm’s activities complexities and risks

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**3.7** **You must attach a work plan for 3 years following the date of application addressing the nature and extent of the applicant firm’s activities, complexities and risks.**

Attached

Regulatory compliance

**3.8 You must provide a description of the roles of the persons responsible for compliance and of any other staff involved in the compliance assessments. This should include how the applicant firm will ensure the compliance function’s independence from the rest of the business.**

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**3.9 You must attach the internal policies and procedures designed to ensure that the applicant firm, including its managers and employees, comply with all the provisions of Regulation (EU) 2015/2365.**

This includes a description of the role of the board and senior management.

Attached

**3.10 You must attach, if available, the most recent internal report prepared by the persons responsible for compliance or any other staff involved in the applicant firm’s compliance assessments.**

Attached

Not available

Senior management and members of the board

**3.11 You must attach a copy of the curriculum vitae of each member of the senior management and each board member.**

Attached

**3.12 You must give details below on the knowledge and experience in IT management, operations and development of the senior management and each board member.**

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**3.13 You must give details below of any criminal convictions involving the provision of financial or data services or acts of fraud or embezzlement.**

If available you should attach an official certificate.

Attached

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**3.14 You must provide a self-declaration of good repute for the provision of a financial or data service, where each member of the senior management and the board states whether they:**

* have been convicted of any criminal offence related to the provision of financial or data services or related to acts of fraud or embezzlement
* have been subject to an adverse decision in any proceedings of a disciplinary nature brought by a regulatory authority or government bodies or agencies or are the subject of any such proceedings which are not concluded
* have been subject to an adverse judicial finding in civil proceedings before a court related to the provision of financial or data services, or for impropriety or fraud in the management of a business
* have been part of the board or senior management of an undertaking whose registration or authorisation was withdrawn by a regulatory body
* have been refused the right to carry on activities which require registration or authorisation by a regulatory body
* have been part of the board or senior management of an undertaking which has gone into insolvency or liquidation while this person was connected to the undertaking or within a year of the person ceasing to be connected to the undertaking
* have been part of the board or senior management of an undertaking which was subject to an adverse decision or penalty by a regulatory body
* have been otherwise, fined, suspended, disqualified, or been subject to any other sanction in relation to fraud, embezzlement or in connection with the provision of financial or data services, by a government, regulatory or professional body
* have been disqualified from acting as a director, disqualified from acting in any managerial capacity, dismissed from employment or other appointment in an undertaking because of misconduct or malpractice

Attached

**3.15 You must provide a declaration of any potential conflicts of interest that the senior management and the members of the board may have in performing their duties and how these conflicts are managed.**

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| 4 | Staffing and remuneration  Use this section to provide the information required under Article 10 and 11 Regulation 2019/359.  Please refer to these articles when completing this section and satisfy yourself that you have provided all the information specified. |

Staffing policies and procedures

**4.1 You must attach a copy of the remuneration policy for the senior management, board members and the staff employed in the risk and control function of the applicant firm.**

Attached

**4.2 You must provide a description of the measures the applicant firm has put in place to mitigate the risk of over-reliance on any individual employees.**

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Fitness and properness

**4.3 You must provide the following details about the staff directly employed.**

If you need more space please copy this page and attach the additional sheets.

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| --- | --- | --- |
| **Name** | **Role** | **Qualifications** |
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**4.4 You must provide a description of the information technology staff directly employed to provide the trade repository services.**

Please include each individual’s role and qualifications.

You must also attach written evidence of the academic diploma and experience in information technology of at least one senior staff member responsible for IT matters.

Attached

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**4.5 You must provide a description of the roles and qualifications of each individual who is responsible for internal audit, internal controls, compliance and risk assessment.**

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**4.6 You must give the names of the dedicated staff members and members of staff that are operating under an outsourcing arrangement.**

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**4.7 You must provide details of the training the applicant firm gives on its policies and procedures as well as the trade repository business. This includes any examination or other type of formal assessment required for staff regarding the conduct of trade repository activities.**

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| 5 | Financial resources for the performance of the trade repository  Use this section to provide the information required under Article 12 Regulation 2019/359.  Please refer to that article when completing this section and satisfy yourself that you have provided all the information specified. |

Financial reports and business plans

**5.1 If available, you must attach the following documents and continue to Question 5.3. If the following documents are not available you must continue to Question 5.2**

* **A complete set of financial statements**

These must be prepared in conformity with UK-adopted international accounting standards as defined in section 474(1) of the Companies Act 2006.

Attached

* **The audit report on the annual and consolidated financial statements**

Attached

**5.2 If you are not able to supply the information requested in Question 5.1 then you must attach the following documents:**

* **a pro-forma statement demonstrating the applicant firm has proper resources and its expected business status in the 6 months after registration is granted**

Attached

* **an interim financial report if the financial statements are not yet available for the requested period of time**

Attached

* **a statement of financial position, such as a balance sheet, income statement, changes in equity and of cash flows and notes comprising a summary of accounting policies and other explanatory notes**

Attached

**5.3 Is the applicant firm audited?**

No

Yes ⏵ Give details below

Name of external auditor

|  |
| --- |
|  |

National registration number of the external auditor

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| --- |
|  |

**5.4 You must attach a financial business plan that covers different business scenarios for the trade repository services, over a minimum of 3 years.**

You must include:

* the expected level of reporting activity in the number of transactions
* the relevant fixed and variable costs identified with respect to the provision of repository services under Regulation (EU) 2015/2365
* post and negative variations of at least 20% from the base activity scenario identified

Attached

**5.5 You must attach the audited annual financial statements of any parent undertaking for the 3 financial years before the date of the application.**

Attached

**5.6 You must provide an indication below of future plans for the establishment of subsidiaries and their location.**

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**5.7 You must provide a description of the business activities which the applicant firm plans to carry out, specifying the activities of any subsidiaries or branches.**

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| 6 | Conflicts of interest  Use this section to provide the information required under Articles 13, 14 and 15 Regulation 2019/359.  Please refer to these articles when completing this section and satisfy yourself that you have provided all the information specified. |

Management of conflicts of interest

**6.1 You must attach a copy of the policies and procedures for identifying, managing and disclosing conflicts of interest.**

Attached

**6.2 You must provide a description of the process used to ensure that the relevant persons are aware of the policies and procedures mentioned in Question 6.1.**

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**6.3 You must provide a description of any other measures and controls in place to ensure the requirements referred to in Questions 6.1 and 6.2 on conflicts of interest management are met.**

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Confidentiality

**6.4 You must attach a copy of the internal policies, procedures and mechanisms that prevent any use of information stored in the prospective trade repository:**

* **for illegitimate purposes**
* **for disclosure of confidential information**
* **not permitted for commercial use**

Attached

**6.5 You must provide a description of the internal policies, procedures and mechanisms on the staff permissions for using passwords to access the data, specifying:**

* **the staff purpose**
* **the scope of data being viewed**
* **any restrictions on the use of data**

**You must also provide detailed information on any mechanisms and controls in place to effectively manage potential cyber-risks and to protect the data maintained from cyber attacks.**

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**6.6 You must provide a description on the processes to keep a log identifying each staff member accessing the data, the time of access, the nature of data accessed and the purpose.**

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Inventory and mitigation of conflicts of interest

**6.7 You must attach an up-to-date inventory of the existing material conflicts of interest for any ancillary or other related services provided by the applicant firm and a description of how these are being managed.**

If the applicant firm is part of a group, the inventory must also include any material conflicts of interest arising from other undertakings within the group and how these are managed.

Attached

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| 7 | Resources and procedures  Use this section to provide the information required under Articles 16 and 17 Regulation 2019/359.  Please refer to these articles when completing this section and satisfy yourself that you have provided all the information specified. |

Information Technology resources and outsourcing

**7.1 You must provide a detailed description of the information technology systems. This must include the relevant business requirements, functional and technical specifications, system architectural and technical design, data model and data flows, and operations and administrative procedures and manuals.**

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**7.2 You must provide a description of the user facilities the applicant firm has developed to provide services to the relevant users. You must also include a copy of any user manual and internal procedures.**

Copy of user manual and internal procedures attached

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**7.3 You must provide a description of the applicant firm’s investment and renewal policies for its information technology resources.**

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**7.4 You must provide a description of the outsourcing arrangements the applicant firm has entered into.**

This includes:

* detailed definitions of the services to be provided, including measurable scope of those services, the granularity of the activities as well as conditions under which those activities are rendered, and their timelines.
* Service level agreements with clear roles and responsibilities, metrics and targets for every key requirement of the trade repository that is outsourced. Also, the methods employed to monitor the service level of the outsourced functions and the measures or actions to be taken if service level targets are not met

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**7.5 You must include a copy of the contracts governing such outsourcing arrangements described in Question 7.4.**

Attached

Ancillary services

**7.6 Does the applicant firm, an undertaking within its group, or an undertaking with which the applicant firm has a material agreement relating to trading or post-trading service plan to offer any ancillary services?**

No⏵Continue to Question 8.1

Yes

**7.7 You must provide a description of the ancillary services being performed and a description of any agreement that the trade repository may have with companies offering trading, post-trading, or other related services. You must also attach copies of such agreements.**

Attached

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**7.8 You must give details below of the procedures and policies that will ensure the operational separation in terms of resources, systems and procedures, between the applicant firm’s SFTR trade repository services and other business lines comprising the provision of services under other legislation. This is irrespective of whether the separate business line is run by the trade repository, a company belonging to its holding company, or any other company within which it has a material agreement in the context of the trading or post-trading chain or business line.**

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| 8 | Access rules  Use this section to provide the information required under Articles 18, 19 and 20 Regulation 2019/359.  Please refer to these articles when completing this section and satisfy yourself that you have provided all the information specified. |

Transparency about access rules

When answering Questions 8.1 to 8.3 please include the following users in your answers:

* internal users
* reporting counterparties
* report submitting entities
* entities responsible for reporting
* non-reporting counterparties
* non-reporting third parties
* entities listed in Article 12(2) of Regulation (EU) 2015/2365
* any other types of users

**8.1 You must attach the access policies and procedures under which users access data in a trade repository. This includes any process by which users can amend or modify the information maintained by you as trade repository.**

Attached

**8.2 You must attach a copy of the terms and conditions which determine the user’s rights and obligations.**

Attached

**8.3 You must provide a description of the different categories of access available to users, if more than one.**

|  |
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**8.4 You must attach the policies and procedures under which other services providers may have non-discriminatory access to information maintained by the trade repository where the relevant counterparties have given their consent.**

Attached

**8.5 You must provide a description of the channels and mechanisms the trade repository uses to publicly disclose information on access to it.**

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Verification of completeness and correctness of data

**8.6 You must attach the procedures for the authentication of the identity of the users accessing the trade repository in accordance with Article 1 of Delegated Regulation (EU) 2019/358**

Attached

**8.7 You must attach the procedures for the verification of the use of an XML template that complies with the ISO 20022 methodology in accordance with Article 1 of Delegated Regulation (EU) 2019/358**

Attached

**8.8 You must attach the procedures for the verification of the authorisation and IT permission of the entity reporting on behalf of the reporting counterparty in accordance with Article 1 of Delegated Regulation (EU) 2019/358**

Attached

**8.9 You must attach the procedures for verification that the logical sequence of the reported SFT details is maintained at all times in accordance with Article 1 of Delegated Regulation (EU) 2019/358**

Attached

**8.10 You must attach the procedures for verification of the completeness and correctness of the reported SFT details in accordance with Article 1 of Delegated Regulation (EU) 2019/358**

Attached

**8.11 You must attach the procedures for the reconciliation of data between trade repositories where counterparties report to different trade repositories in accordance with Article 2 of Delegated Regulation (EU) 2019/358**

Attached

**8.12 You must attach the procedures for providing feedback to the counterparties to the SFTs or the third parties reporting on their behalf, on the verifications performed in Questions 8.6 to 8.10 and the outcomes of the reconciliation process in Question 8.11, in accordance with Article 3 of Delegated Regulation (EU) 2019/358.**

Attached

Pricing policy transparency

**8.13 You must provide a description of the applicant firm’s pricing policy, including any existing discounts and rebates and conditions to benefit from such reductions.**

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**8.14 You must provide a description of the applicant firm’s fee structure for providing any trade repository services and ancillary services. This should include the estimated cost of the trade repository services and ancillary services, along with details of the methods used to account the separate cost to the applicant firm when providing trade repository services and ancillary services.**

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**8.15 You must provide a description of the methods used to make the information publicly available to all types of users. This includes a copy of the fee structure where trade repository services and ancillary services are unbundled.**

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| 9 | Operational risk  Use this section to provide the information required under Article 21 Regulation 2019/359.  Please refer to that article when completing this section and satisfy yourself that you have provided all the information specified. |

Operational risk

**9.1 You must provide a detailed description of the resources available and procedures designed to identify and mitigate operational risk and any other material risk the applicant firm is exposed to. You must also attach a copy of any relevant manuals and internal procedures.**

Manuals and Internal procedures attached

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**9.2 You must provide a description of the liquid net assets funded by equity to cover potential general business losses to continue providing services as a going concern. Please also provide an assessment of the sufficiency of its financial resources to cover the operational costs of a wind-down or reorganisation of critical operations and services over at least a 6-month period.**

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**9.3 You must attach the applicant firm’s business continuity plan and an indication of the policy for updating the plan.**

The plan shall include:

1. All business processes, escalation procedures and related systems which are critical to ensuring the services of the trade repository applicant. This includes any relevant outsourced service and the trade repository strategy, policy and objectives for the continuity of these processes.
2. The arrangements in place with other financial market infrastructure providers, including other trade repositories.
3. The arrangements to ensure a minimum service level of the critical functions and the expected timing of completing the full recovery of those processes.
4. The maximum acceptable recovery time for business processes and systems. This should take into account the deadline for reporting to trade repositories in Article 4 of Regulation (EU) 2015/2365 and the volume of data that the trade repository needs to process within that daily period.
5. The procedures to deal with incident logging and reviews.
6. Details of the testing programme and results of any tests.
7. The number of alternative technical and operational sites available, their location, the resources compared with the main site and the business continuity procedures in place in the event that alternate sites need to be used.
8. Information on access to a secondary business site so that staff can ensure continuity of the service if a main office location is not available.
9. Plans, procedures and arrangements for handling emergencies and ensure personnel safety
10. Plans, procedures and arrangements for crises management. These should include the coordination of the overall business continuity action and its timely and effective activation within a given recovery time objective.
11. Plans, procedures and arrangements to recover the applicant firm’s system, application and infrastructure components within the prescribed recovery time objective.

Attached

**9.4 You must provide a description of the arrangements for ensuring the applicant firm’s trade repository activities in case of disruption and the involvement of trade repository users and other third parties in them.**

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**9.5 You must attach the procedures to ensure the orderly substitution of the original trade repository where:**

* **requested by a reporting counterparty, or**
* **requested by a third-party reporting on behalf of non-reporting counterparties, or**
* **such substitution is the result of a withdrawal of registration.**

**You must also include the procedures for the transfer of data and the redirection of reporting flows to another trade repository.**

Attached

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| 10 | Record keeping  Use this section to provide the information required under Article 22 Regulation 2019/359.  Please refer to that article when completing this section and satisfy yourself  that you have provided all the information specified. |

Recordkeeping policy

**10.1 You must provide information below about the receipt and administration of data, including any policies and procedures used by the applicant firm to ensure:**

* **timely and accurate registration of the information reported**
* **record-keeping of all reported information relating to the conclusion, modification or termination of an SFT in a reporting log**
* **that the data is maintained both online and offline**
* **that the data is adequately copied for business continuity purposes**

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**10.2 You must provide a description of the record keeping systems, policies and procedures that are used to ensure that information is modified appropriately and that positions are calculated correctly in accordance with relevant legislative or regulatory requirements.**

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| 11 | Data availability  Use this section to provide the information required under Article 23 Regulation 2019/359.  Please refer to that article when completing this section and satisfy yourself that you have provided all the information specified. |

Data availability mechanisms

**11.1 You must provide a description of the resources, methods and channels that the applicant firm will use to facilitate access to the information in accordance with paragraphs 1,2 and 3 of Article 12 of Regulation (EU) 2015/2365.**

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**11.2 You must provide a description of the procedure to calculate the aggregate positions in accordance with Article 6 of Delegated Regulation (EU) 2019/358. You must also provide a description of the resources, methods and channels the trade repository will employ in order to facilitate access to the data contained therein to the public in accordance with Article 12(1) of Regulation (EU) 2015/2365. You must also provide a description of the frequency of updates, along with a copy of any specific manuals and internal policies.**

Copy of manuals and internal policies attached.

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**11.3 You must provide a description of the resources, methods and facilities that the applicant firm will use to facilitate access to the data contained therein to the relevant authorities in line with Article 12(2) of Regulation (EU) 2015/2365. This must include the frequency of the update and the controls and verifications that the trade repository may establish for the access filtering process, along with a copy of the specific manuals and internal policies.**

Copy of manuals and internal policies attached.

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**11.4 You must provide a description of the resources, methods and channels that the applicant firm will use to facilitate the timely structured and comprehensive collection of data from counterparties, the access to its information to counterparties to SFTs in accordance with Article 4(6) of Regulation (EU) 2015/2365 and Article 80(5) of Regulation (EU) No 648/2012. You must also provide us with a copy of the specific manuals and internal policies.**

Copy of manuals and internal policies attached.

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| 12 | Direct and immediate access to data by authorities  Use this section to provide the information required under Article 24 Regulation 2019/359.  Please refer to that article when completing this section and satisfy yourself that you have provided all the information specified. |

**12.1 You must provide a description of the terms and conditions under which the authorities referred to in Article 12(2) of Regulation (EU) 2015/2365 are given direct and immediate access to the details of SFTs maintained at the trade repository in accordance with Delegated Regulation (EU) 2019/357**

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**12.2 You must provide a description of the procedure under which the authorities referred to in Question 12.1 are given direct and immediate access to the details of SFTs maintained at the trade repository in accordance with Articles 4 and 5 of Delegated Regulation (EU) 2019/358**

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**12.3 You must provide a description of the procedure to ensure the integrity of the data accessed by those authorities.**

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| 13 | Supporting Documents |

Please provide details of the supporting documentation attached to this application in the table below.

If you need more space please copy this page and attach it to your application.

|  |  |  |  |
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| **Question number** | **Trade repository reference number** | **Title of the document** | **Chapter or section or page of the document where the information is provided or reason why the information is not provided.** |
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| 14 | Fees and levies  This section is for information from the applicant involving periodic fees and levies payable to the FCA. |

FCA fees

**14.1 Fee block J – Trade Repositories**

**How much applicable turnover does the applicant firm estimate it will have for the first year of registration for the SFTR trade repository activity?**

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| Amount | £ |
| Confirm amount in words |  |

Declaration of ongoing FCA fees liability

**14.2 You must confirm that the applicant firm understands that it is liable and remains liable to pay fees until such time as the FCA cancels its registration. This is irrespective of whether it is trading, or even if it has notified us that it intends to cease trading or submitted an application to cancel.**

Yes

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| 15 | Application fee |

You will need to pay an application fee to finalise this application.

Applicant firms extending their current registration with the FCA as a Trade Repository operating under UK EMIR, are eligible for a 50% discount on the application fee.

### Payment method

Payment is by cheque. The application fee is not refundable.

### How to pay

1 Make the cheque payable to the Financial Conduct Authority. We cannot accept post-dated cheques.

2 Write the name of the applicant on the back of the cheque.

3 Write 'Application for registration as a Trade Repository for UK SFTR’ on the back of the cheque.

4 Send the cheque to us at Financial Conduct Authority, 12 Endeavour Square, London, E20 1JN

5 Alternatively, you can make this payment by card over the phone to our Payments Helpline: 020 7066 6014. The line is open 10am-4pm Monday-Friday. You will need to quote your unique Case Reference Number whilst making your payment.

### Application fee

**15.1 You must confirm you have enclosed the correct fee for your application.**

**£5000**

**£2500 (for firms extending their current UK EMIR registration with the FCA)**

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| 16 | Declaration and signatures |

Declaration

Knowingly or recklessly, giving the FCA information that is false or misleading in a material particular may be a criminal offence (see sections 398 of the Financial Services and Markets Act 2000). Even if you believe or know that information has been provided to the FCA before (whether as part of another application or otherwise) or is in the public domain, you must nonetheless disclose it clearly and fully in this form and as part of this application – you should not assume that the FCA will itself identify such information during the assessment of this application.

There will be a delay in processing the application if information is inaccurate or incomplete, and if the information is inaccurate, that may call into question whether the applicant firm meets the requirements of The Transparency of Securities Financing Transactions and of Reuse (Amendment) (EU Exit) Regulations 2019 and obligations imposed by and under the SFTR. You must notify the FCA immediately if there is a change to the information in this form and/or if inaccurate information has been provided (insofar as the FCA is reasonably likely to consider the information material).

I/We confirm that the information provided in this application is accurate and complete to the best of my/our knowledge and that I/we have read the notes to this Form. I/We will notify the FCA immediately if there is a material change to the information provided.

I/We authorise the FCA to make such enquiries and seek such further information as it thinks necessary to identify and verify information that it considers relevant to the assessment of this application.

These checks may include credit reference checks or information pertaining to fitness and propriety. I/We are aware that the results of these enquiries may be disclosed to the firm/employer/applicant.

I/We confirm that I am/We are authorised to sign this form on behalf of the applicant firm.

I am/We are aware that, while advice may be sought from a third party (eg legal advice), responsibility for the accuracy of information, as well as the disclosure of relevant information, on the form is ultimately the responsibility of those who sign the application.

**With this application, you must provide a letter signed by a member of the board of the trade repository and of the senior management, attesting that the submitted information is accurate and complete to the best of their knowledge on the date of that submission.**

**You must also provide the relevant corporate legal documentation certifying the accuracy of the data.**

**16.1 You must confirm you have attached this letter to the application.**

Attached

**Name of signatory**

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**Signature**

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**Date (dd/mm/yyyy)**

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