SWIFTNet-Services
of Zürcher Kantonalbank

Handbook for Corporates

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Proof of change

Version	Date	Change	Chapter
2	April 2019	New edition	All
2.1	31.01.2021	Editorial adjustments	Various
2.2	20.03.2023	Inclusion ISO20022 V2019 and CBPR+	Various
2.3	14.04.2023	Additional Information for FINplus and SWIFT Corporates Operating hours change	1.3 / 3.2 2.6

Notes on the handbook

This "SWIFTNet Services of Zürcher Kantonalbank" handbook is intended for customers (corporates) who wish to exchange data with Zürcher Kantonalbank via the SWIFT network. It contains general information on SWIFT and Zürcher Kantonalbank's SWIFTNet services. Detailed technical information such as specifications and further information can be opened separately in this document using the links provided.

The documents "SWIFT User Handbook" and "Service Descriptions" available on swift.com are indispensable additions to all message standards and types offered by SWIFT.

Zürcher Kantonalbank does not enter into any obligations with this handbook. Zürcher Kantonalbank reserves the right to amend this handbook as required at any time and without prior notice. The handbook has been produced with great care. In spite of this, errors or inaccuracies cannot be ruled out. Zürcher Kantonalbank cannot accept any legal responsibility or liability whatsoever for errors and the consequences thereof.

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SWIFTNet-Services of Zürcher Kantonalbank

Technical questions, testing and all other concerns

|	
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1 SWIFTNet Services from SWIFT

1.1 General information

SWIFT stands for Society for Worldwide Interbank Financial Telecommunication. The organisation offers customers and banks a uniform platform for a secure and reliable message exchange. Zürcher Kantonalbank's SWIFTNet services enable national and international companies (corporates) to use the worldwide SWIFT network to exchange messages and information with Zürcher Kantonalbank. Customers benefit from the fact that SWIFT uses only one channel instead of many different channels (e.g. EBICS and eBanking) This is independent of the number of bank relationships maintained by a customer.

1.2 SWIFT connection options

If a customer already has existing SWIFT infrastructure, this can be used to send and receive messages to and from Zürcher Kantonalbank. For a new connection to the SWIFT network, corporates have a choice of three connection options:
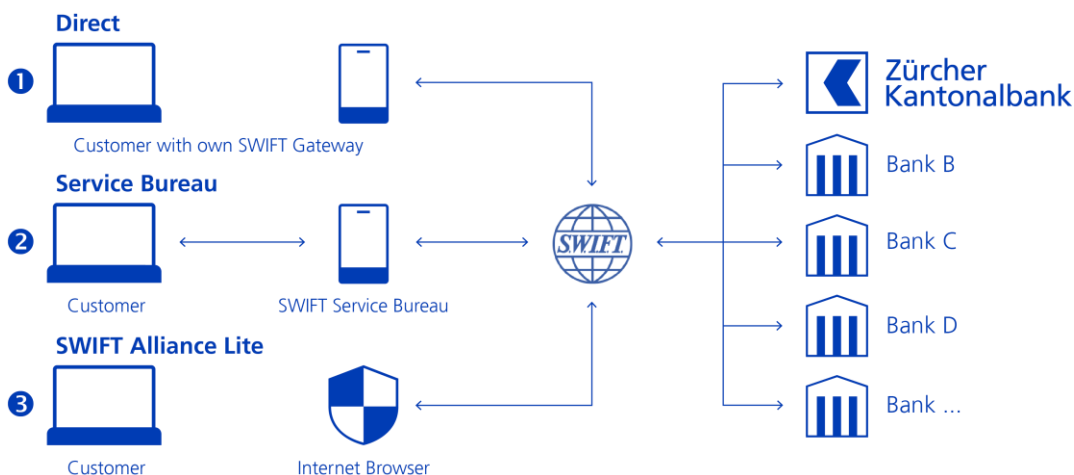
1. SWIFT Alliance Gateway (Direct)
Companies that require complete flexibility and autonomous communication choose their own SWIFT Alliance Gateway for direct connection to SWIFT.

2. Service Bureau
SWIFT-approved Service Bureau are suitable for companies that do not wish to purchase or install hardware or software to access the SWIFT network. Outsourcing the SWIFT connection accelerates implementation and reduces investment costs. Companies benefit from the already established connectivity and available know-how. Training and maintenance costs are also eliminated. Another advantage is that additional services can be agreed (e.g. format conversions).

3. SWIFT Alliance Lite
SWIFT Alliance Lite offers companies a simple, browser-based solution for connecting to SWIFT with low technology investment.

Further information can be obtained directly from SWIFT or a SWIFT Service Bureau.

1.3   SWIFT Messaging Services

Zürcher Kantonalbank supports the following messaging services offered by SWIFT:

SWIFT FIN MT messages (ISO 15022 standard)	**SWIFT FileAct** File transfer of bilaterally defined formats	**SWIFT InterAct (FINplus)** MX messages in XML format (ISO 20022 standard)

–   SWIFT FIN
     SWIFT FIN is intended for the exclusive exchange of SWIFT MT messages. The messages are based on the standard technical SWIFT standards and are validated centrally by SWIFTNet. SWIFT FIN is suitable for individual payments (e.g. treasury payments).

–   SWIFT FileAct
     With SWIFT FileAct, various formats can be transported via file transfer, such as pain.001 or ISR credit record type 3, other MX messages or MT messages. The supported message standards and formats are defined and validated individually by each bank. SWIFT FileAct is recommended for mass payment transactions from a cost perspective.

–   SWIFT InterAct (FINplus)
     SWIFT InterAct (FINplus) complements SWIFT FileAct and SWIFT FIN. Exchange is message-based as in SWIFT FIN, whereas SWIFT FileAct is a file-based approach. With SWIFT InterAct (FINplus), the new XML messages are exchanged in the SWIFT MX standard. Only SWIFT Customers carrying a SWIFT Subtype SUPE, NOSU or PSPA can participate in the exchange of messages via InterAct (FINplus). SWIFT Customers with a SWIFT Subtype CORP (Corporate) can therefore not exchange messages via InterAct (FINplus).

Further information on the individual SWIFT Messaging Services can be obtained from SWIFT.

1.4 SWIFT Closed User Groups (CUG) and Corporate Entities

SWIFT participants are divided into user categories by SWIFT. Each category has different ways of using the SWIFT network. As a financial services provider, Zürcher Kantonalbank is subject to the Swiss Financial Market Supervisory Authority (FINMA) and belongs to the "Supervised Financial Institution (SUPE)" group. Corporates that join the SWIFT network are assigned to the "Corporates (CORP)" user category in the "NON-Financial and Corporate Entities" group. Customers must submit an application to SWIFT to be included in a Closed User Group (CUG). More information on this process can be obtained from SWIFT.

SWIFT offers corporates the following models for connecting to the SWIFT network:

– **SCORE** (Standardised Corporate Environment)
SCORE is a large CUG. It is managed by SWIFT (open one-to-n model) and is available to all listed and non-listed corporates. SWIFT specifies which MT message types may be exchanged via SWIFT FIN in SCORE (SWIFT SCORE Service Description). Participation requires a recommendation letter for SCORE from a financial services provider that participates in SCORE. Corporates can use SCORE with all participating financial services providers.
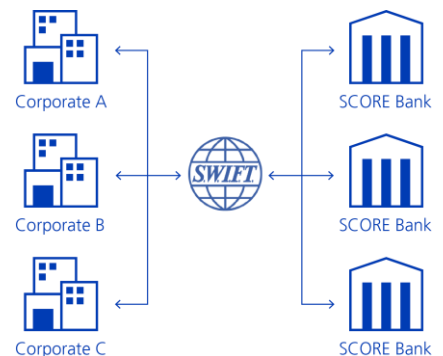

– **MA-CUG** (Member-Administered Closed User Group)
In MA-CUG, the corporate connects directly with the financial services provider (point-to-point model). The financial services provider manages its CUG and defines the rules for messages to be exchanged. MA-CUG is particularly well-suited to the use of messages that are not permitted in the SCORE model, for example. Any costs incurred are charged by SWIFT and paid directly by the corporate.

Zürcher Kantonalbank supports customers in their participation in SCORE. Specific MA-CUGs are generally not required, as more suitable alternatives can be implemented, such as Datalink.

1.5 SWIFT modes of communication

– Store-and-forward mode (SWIFT File Act, FIN and InterAct (FINplus))
With the store-and-forward mode, messages are exchanged between the SWIFT participants regardless of their geographical location and their time zone. The sender can send the message at any time, since the recipient does not have to be online to receive the message. As soon as the recipient is reachable, they receive the message.

– Real-time mode (SWIFT FileAct and InterAct (FINplus))
With real-time data transmission, the sender reaches all recipients who are online at the time of transmission. This condition is not required for InterAct (FINplus)
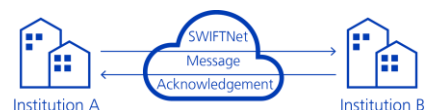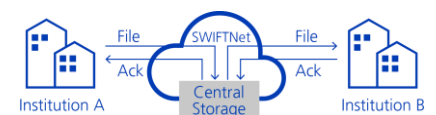
2 SWIFTNet Services of Zürcher Kantonalbank

2.1   Requirements

1. A connection to SWIFT (SWIFT Alliance Gateway, Service Bureau or SWIFT Alliance Lite)
2. An agreement with SWIFT
3. A SWIFTNet Services Agreement with Zürcher Kantonalbank

2.2   Business Identifier Code (BIC)

SWIFT participants receive a unique identifier from SWIFT in the form of an 8 or 11-digit Business Identifier Code (BIC).

	Production/Live	Test & Training
BIC of Zürcher Kantonalbank	ZKBKCHZZ80A	ZKBKCHZ**0**80A

2.3   SWIFT Relationship Management Application (RMA)

The application SWIFT Relationship Management Application (RMA) is an important and mandatory element of the SWIFT Customer Security Programme (CSP). It is used to manage business relationships between SWIFT customers regarding message exchange via SWIFT FIN and SWIFT InterAct (FINplus). An RMA authorisation defines which FIN / FINplus message types may be exchanged (sent and/or received) between which counterparties (e.g. Corporate to/from Zürcher Kantonalbank). Appropriate usage of RMA authorisations blocks unwanted message traffic, thereby reducing operational risks.

SWIFT RMA authorisations are activated by exchanging the RMA authorisations bilaterally shortly before commencing test or production operations. Zürcher Kantonalbank contacts the customer for this purpose.

2.4   SWIFT FIN test environment

For testing, each SWIFT participant must have access to a functioning SWIFT test environment including their own SWIFT test identifier (Test BIC). It is not possible to transmit messages with a production SWIFT identifier on the test system of Zürcher Kantonalbank and vice versa. For test purposes, the SWIFT Test BIC of the financial institute is required.

We recommend that users test all necessary message types in the test environment before commencing production. Zürcher Kantonalbank can provide support for testing on request (see page 5 for contact details).

2.5   Message exchange

–   SWIFT FIN
    Messages are exchanged via the SWIFT Business Identifier Code (BIC).
–   SWIFT FileAct / InterAct (FINplus)
    Messages are exchanged via the sender DN (Distinguished Name) or recipient DN, which is stated in the message header Information. The designation of "Production" or "Test" is per mode of communication via the "service name".

2.6   Technical availability and operating hours

The technical availability of Zürcher Kantonalbank's SWIFTNet services is as follows:

– SWIFT FIN: according to SWIFT availability (store-and-forward)
– SWIFT FileAct: according to SWIFT availability (store-and-forward and real-time)
– SWIFT InterAct (FINplus):   according to SWIFT availability (store-and-forward and real-time)

The operating hours of Zürcher Kantonalbank's SWIFTNet services are as follows:

– SWIFT FIN: Monday to Friday, 00.10 am to 11.50 pm (except public holidays)*
– SWIFT FileAct: Monday to Friday, 03.00 am to 11.00 pm (except public holidays)*
– SWIFT InterAct (FINplus):   Monday to Friday, 00.10 am to 11.50 pm (except public holidays)*

* subject to interruptions due to maintenance work

2.7   Technical verification of SWIFT FileAct orders

If the customer transmits orders via SWIFT FileAct, the technical verification of compliance with current SWIFT standards or other permissible formats is performed at Zürcher Kantonalbank. Zürcher Kantonalbank also performs another technical check on the orders transmitted. The result of the test is reported per message or file submitted via SWIFT FileAct with a pain.002 (Customer Payment Status Report).

2.8   Restrictions of SWIFT FileAct orders

For orders transmitted to Zürcher Kantonalbank via SWIFT FileAct, the following restrictions apply:
– Restriction on file size to a maximum of 175 MB
– Maximum number of payment orders per file: 99,999 items
– Only one file can be contained per transmission

2.9   Restrictions of SWIFT user categories

SWIFT imposes restrictions regarding the admissibility of messages to be used for individual SWIFT user categories. The customer is responsible for complying with these restrictions.

2.10   Payment Services / Cash Management

2.10.1 Cut-off times, value dates and delivery times

The cut-off times for payment and deposit orders transmitted per currency, the value date for forwarding a payment order (valuation), and the delivery times are published in the Zürcher Kantonalbank document Cut-off times and provision of data.

2.10.2 Complaints and enquiries

The customer shall provide complete, correct and consistent payment instructions. Only orders that Zürcher Kantonalbank finds to be correct will be processed further. In the case of orders with several items, only the items found to be correct are used. Incorrect instructions lead to delays, complex enquiries or rejection of orders. Customer complaints and requests for enquiries are made using the SWIFT message type MT x99 via SWIFT FIN. Zürcher Kantonalbank can only respond during operating hours.

3 Supported message types

3.1 SWIFT FIN Services

The following message types are supported by Zürcher Kantonalbank in exchange with Corporates.
Provided specifications of message types can be found by navigating to the hyperlinks below:

MT Category 1 – Customer Payments and Cheques

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
MT 101 Request for Transfer	
MT 103 Single Customer Credit Transfer	
MT 199 Free Format Message	**MT 199** Free Format Message

MT Category 2 – Financial Institution Transfers

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
MT 200 Financial Institution Transfer for its Own Account	
MT 202 General Financial Institution Transfer	

MT Category 3 – Treasury Markets – Foreign Exchange, Money Markets and Derivatives

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
MT 300 Foreign exchange confirmation	**MT 300** Foreign exchange confirmation
MT 304 Advice/Instruction of a Third Party Deal	**MT 304** Advice/Instruction of a Third Party Deal
MT 320 Fixed Loan/Deposit Confirmation	**MT 320** Fixed Loan/Deposit Confirmation
MT 330 Call/Notice Loan/Deposit Confirmation	**MT 330** Call/Notice Loan/Deposit Confirmation
MT 350 Advice of Loan/Deposit Interest Payment	**MT 350** Advice of Loan/Deposit Interest Payment

MT Category 5 – Securities Markets

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
	MT 513 Client Advice of Execution (Confirmation of execution of stock market order)
	MT 515 Client Confirmation of Purchase or Sale (Confirmation of settlement)
	MT 535 Statement of Holdings
	MT 536 Statement of Transactions
	MT 537 Statement of pending Transactions
MT 540 Receive free (Order for receipt free of payment - RFP)	**MT 544** Receive free Confirmation (Confirmation of execution for order receipt free of payment)
MT 541 Receive against Payment (Order for receipt against payment - RVP)	**MT 545** Receive against Payment Confirmation (Confirmation of execution for order receipt against payment)
MT 542 Deliver free (Order for delivery free of payment - DFP)	**MT 546** Deliver free Confirmation (Confirmation of execution for order delivery free of payment)
MT 543 Deliver against Payment (Order for delivery against payment - DVP)	**MT 547** Deliver against Payment Confirmation (Confirmation of execution for order delivery against payment)
	MT 548 Settlement Status and Processing (Status update pending orders MT 540 - MT 543)
MT 565 Corporate Action Instruction*	**MT 564** Corporate Action Notification*
	MT 566 Corporate Action Confirmation*
	MT 567 Corporate Action Status and Processing Advice* (in conjunction with MT 565)
	MT 568 Corporate Action Narrative* (in conjunction with MT 564)
	MT 586 Statement of Settlement Allegements

MT Category 6 – Treasury Markets – Commodities

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
MT 600 Commodity Trade Confirmation	**MT 600** Commodity Trade Confirmation
	MT 604 Commodity Transfer/Delivery Order
	MT 605 Commodity Notice to Receive
	MT 608 Statement of a Commodity Account

MT Category 9 – Cash Management and Customer Status

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
	MT 900 Confirmation of Debit
	MT 910 Confirmation of Credit
	MT 940 Customer Statement Message
	MT 942 Interim Transaction Report
	MT 950 Statement Message

* All MT 56x messages (with the exception of MT 566) are solely available for Custody Services customers of Zürcher Kantonalbank

Amendments to SWIFT FIN Services

– Messages of the MT categories 4 "Collections and Cash Letters" and 7 "Documentary Credits and Guarantees" are only exchanged with or between financial institutions. They are therefore not included in this list.

– Messages of the MT category 8 "Travellers Cheques" and their exchange are not supported by Zürcher Kantonalbank.

3.2 SWIFT FileAct Services

The following message types are supported by Zürcher Kantonalbank in exchange with Corporates.

Provided specifications of message types can be found by navigating to the hyperlinks below:

SWIFT MT

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
MT 101 Request for Transfer	**MT 940** Customer Statement Message
MT 103 Single Customer Credit Transfer	**MT 942** Interim Transaction Report

Swiss Payment Types

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
	ESR Typ 3 (LSV credit)

ISO 20022

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
pain.001 Customer Credit Transfer – SPS (V2009) / (V2019)	**pain.002** Customer Payment Status Report (Reply to SWIFT MT)
pain.001 Customer Credit Transfer – CGI (from Nov 2023)	**pain.002** Customer Payment Status Report – SPS (V2009) / (V2019) (Reply to pain.001 Messages)
	pain.002 Customer Payment Status Report – CGI (from Nov 2023) (Reply to pain.001 Messages)
	camt.052 Statement (Intraday) - SPS (V2009) / (V2019)
	camt.053 Account Report (End-of-Day) - SPS (V2009) / (V2019)
	camt.054 Debit/Credit Notification - SPS (V2009) / (V2019)
	camt.054 Details Collective Posting - SPS (V2009) / (V2019)
	camt.054 Details Collective Posting Payments - SPS (V2009) / (V2019)

ISO20022 CBPR+

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
	camt.052 Account Report (Intraday)
	camt.053 Account Report (End-of-Day)
	camt.054 Debit / Credit Confirmation

PDF

Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
	Electronic bank receipts as PDF (from June 2021)

3.3   SWIFT InterAct Services (FINplus)

The following message types are supported by Zürcher Kantonalbank in exchange with Corporates carrying a corresponding SWIFT Subtype to use InterAct FINplus Messaging Service, e.g. SUPE.
Provided specifications of message types can be found by navigating to the hyperlinks below:

ISO 20022 CBPR+

Business Area	Corporate to Zürcher Kantonalbank	Zürcher Kantonalbank to Corporate
Payments Clearing and Settlement (pacs), CBPR+	**pacs.008** FI to FI Customer Credit Transfer **pacs.009** Financial Institution Credit Transfer	**pacs.002** FI to FI Payment Status Report
Cash Management (camt), CBPR+	not possible	**camt.052** Account Report (Intraday) **camt.053** Account Report (End-of-Day) **camt.054** Debit / Credit Confirmation

4 Specifications (Formatting Guide)

4.1 SWIFT Message type specifications

Available specifications of the SWIFT message types can be accessed by the hyperlinks provided in Chapter 3

4.2 SWIFT FileAct specifications

All information from Zürcher Kantonalbank on the specifications can be found here.

The document SWIFT FileAct parameters must be completed by the customer and submitted to Zürcher Kantonalbank before using SWIFT FileAct.

4.3 «Straight Through Processing» (STP) – Payments

Some field assignments are mandatory so that payment orders can be processed quickly and cost-effectively. All information in this regard can be found in the STP format descriptions.

4.4 SWIFT MT Header specifications

An MT message type must always contain the SWIFT header and message block, regardless of whether it is transmitted via SWIFT FIN or FileAct. All information on the specifications can be found here.

4.5 SWIFT MX Header (Business Application Header)

All MX messages exchanged with Zürcher Kantonalbank comply with the Business Application Header requirements according to current SWIFT standards and are part of the provided pacs.008/pacs.009 templates (see Chapter 3.3).

5 Applicable provisions and specifications

Zürcher Kantonalbank's SWIFTNet services are provided in accordance with the relevant SWIFT provisions and regulations ("User Handbook") and service descriptions. The SWIFT documentation is available via the [SWIFT Portal for SWIFT users](#). In addition to the "Agreement on the SWIFTNet Services of Zürcher Kantonalbank", the provisions of the SWIFT regulations and service descriptions as well as the corresponding documentation (particularly the SWIFT General Terms and Conditions and By-laws) apply.

The applicable SWIFT standards as well as the applicable data record formats form the basis of Zürcher Kantonalbank's SWIFTNet services and are part of the "Agreement on the SWIFTNet Services of Zürcher Kantonalbank".

Releases that are designated binding by SWIFT must be implemented by both parties punctually. If a SWIFT Release Readiness is requested by SWIFT before the production date, the customer is obligated to ensure this by the specified date.

Zürcher Kantonalbank has no influence over the operation and availability of the SWIFT messaging services chosen by the customer. The customer is solely responsible for the content of the file, particularly in the case of transmission via SWIFT FileAct. The customer must ensure that the content of the file does not pose a security risk. In particular, the customer must ensure that the content of the file does not contain any malware or other data that could pose a security risk for the sender, for SWIFT or for the recipients. Zürcher Kantonalbank recommends that the sender scans the file with up-to-date anti-virus software before transmitting it to the bank.

Further provisions on delivery transactions (settlement)

Immediately after the purchase or sale of deposit items which are not performed via the bank, the customer or authorised representative is obligated to make a corresponding instruction to the bank. The bank accepts settlement instructions for securities transactions from customers via SWIFT MT 540 Receive Free Order, MT 541 Receive Against Payment Order, MT 542 Delivery Free Order, MT 543 Deliver Against Payment Order and provides information on the status of securities transactions via SWIFT MT 544 Confirmation of Receipt Free of Payment Order, MT 545 Confirmation of Receive Against Payment Order, MT 546 Confirmation of Delivery Free of Payment Order, MT 547 Confirmation of Delivery Against Payment Order and MT 548 Order Status Intimation.

Other provisions on administrative actions (corporate actions)

The following SWIFT service is only offered to customers who have concluded a Custody Agreement with Zürcher Kantonalbank:
The bank monitors the standard administrative actions/corporate actions in accordance with Subparagraph 7 of the General Terms and Conditions of Custody Accounts by passing on information from third-party custodians, SIX Financial Information AG and the daily Swiss press (whereby the latter is restricted to the Swiss market), but without assuming responsibility for the completeness and content of the information. The Bank is not obliged to forward information that is not directly connected with the technical administration of custody assets, such as:
– class-action lawsuits
– purchase or exchange offers from parties other than the issuer
– option to reinvest in an investment fund
– general meetings and their voting results.

If there is enough time, the Bank shall inform customers of voluntary administrative actions/voluntary corporate actions, based on the information available, via SWIFT MT 564 Corporate Action Notification, and ask them to give

instructions. The customer can give these via SWIFT MT 565 Corporate Action Instruction within the specified period of time. Mandatory corporate actions are executed by the Bank without the need for instructions from the customer. The Bank shall also transmit SWIFT MT 566 Corporate Action Confirmation, MT 567 Advice of Status and MT 568 Corporate Action Narrative to the customer.

6 Documents and further support

Specifications from Zürcher Kantonalbank's SWIFTNet Services Handbook

Chapter 4.2   SWIFT FileAct specifications
Chapter 4.2   SWIFT FileAct parameters
Chapter 4.3   STP format descriptions
Chapter 4.4   SWIFT MT Header specifications

Templates from Zürcher Kantonalbank's SWIFTNet Services Handbook

Chapter 3.1 / 3.2   MT 101 Template (Request for Transfer)
Chapter 3.1 / 3.2   MT 103/103+ Template (Single Customer Credit Transfer)
Chapter 3.1   MT 202 Template (General Financial Institution Transfers)
Chapter 3.1   MT 304 Template (Advice/Instruction of a Third-Party Deal)
Chapter 3.1   MT 535 Template (Statement of Holdings)
Chapter 3.1   MT 540 Template (Receive Free)
Chapter 3.1   MT 541 Template (Receive Against Payment)
Chapter 3.1   MT 542 Template (Deliver Free)
Chapter 3.1   MT 543 Template (Deliver Against Payment)
Chapter 3.1   MT 586 Template (Statement of Settlement Allegements)
Chapter 3.2   pain.002 Customer Payment Status Report
Chapter 3.3   pacs.008.001.08 FI to FI Customer Credit Transfer
Chapter 3.3   pacs.009.001.08 Financial Institution Credit Transfer

Zürcher Kantonalbank documents mentioned in the SWIFTNet Services Handbook

–   Cut-off times and provision of data
–   Electronic account reporting (MT and MX)
–   ISO 20022 V2009 Payment transactions handbook (valid until November 2025)
–   ISO 20022 V2019 Payment transactions handbook (valid from November 2022)

Other websites mentioned in the SWIFTNet Services Handbook

–   ISO (International Organization for Standardization)
–   ISO 20022 (Universal Financial Industry Message Scheme)
–   SMPG (Securities Market Practice Group)
–   SWIFT (Society for Worldwide International Financial Telecommunication)