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Domestic Money Monitoring System

DMMS USER MANUAL

User Guide

Central Bank of Egypt	Visit CBE web site to retrieve a User Guide Copy
Domestic Money Monitoring System	http://cbe.org.eg/public/DMMS_UserGuide.pdf

USER MANUAL

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1. SYSTEM OVERVIEW

Domestic Money Monitoring System "DMMS" is an online-automated web based system providing efficient, secure and accurate flow of data from the market to CBE, as well as enhancing the level of analysis achieved by generating a variety of diverse Business reports. DMMS Contains 3Sub-systems: **Funds, Interbank and Interest Rates**.

2. SYSTEM SUMMARY

- The System is managing Input and Output Reports of Funds, Interbank and Interest Rates. Each of those will be managed separately.
- Banks must adhere to the time and frequency of sending the Input Reports.
- The Uploaded Input report must be exactly similar to the designed template executed specially for DMMS and described in the Instruction Manual
- The DMMS Processes are triggered by 3 time parameters:

1- Opened Business Day:

- **FUNDS and INTEREST RATES:** Once CBE opens a business day for funds and/or Interest rates, banks Reporters / Reviewers are allowed to start uploading / confirming the input report files, only for the opened sub-system and till Cut-off time.
- **INTERBANK:** Once CBE opens a business day for Interbank, banks Reporters can start uploading the input file while Bank Reviewers are not allowed to Confirm/ reject the file before the fulfillment of the 2 following conditions :
 - A. All banks have successfully uploaded their Interbank Input report files.
 - B. The Cut-off time is exceeded.

2- Cut-Off time:

- At Cut-off time, the reporting process is terminated and **DMMS** will not accept any Input File upload/Replace but the Confirmation Process will still be open for banks reviewers to confirm / Reject the uploaded files for all opened sub-systems till business day closure.

3- Closed Business Day:

- Once the business day is closed for a specific Sub-system, it can not be accessed by banks.

2.1. User Access Levels

To ensure the accuracy of data sent to CBE, it is mandatory to report via 2 levels:

- 1- **Bank Reporter** : **DMMS** profile enabling Banks users to upload / Replace The input report file on the **DMMS**.
- 2- **Bank Reviewer** : **DMMS** profile enabling Banks users to confirm / Reject The uploaded input report file.

A third user inside the Bank will be responsible of assigning the above privileges to the bank's users on each subsystem while complying with CBE rules and procedures:

- 3- **Bank Administrator** : **DMMS** profile enabling Banks users to assign/Remove users (already registered on the **DMMS** (by CBE-operators) to/from the above mentioned access levels. (*Review process in [2.2](#)*)

2.2. User Creation and assigning access levels Process

- Banks must provide CBE with all the employees' names and usernames (minimum 3 users, One for each access level) required having access to the **DMMS** by filling the "**DMMS-User Creation**" template. The required template can be downloaded from http://cbe.org.eg/public/DMMS_UserCreationtemplate.pdf
- **CBE-DMMS OPERATOR** will create the required usernames for each bank according to the received templates.
- Each **BANK ADMINISTRATOR** will assign each user to a role on a specific subsystem (Bank Reporter-Subsystem or Bank Reviewer-Subsystem) while complying with CBE announced rules and procedures.

2.3. Contingencies and Alternate Modes of Operation

If any Technical or communication problem occurs disabling the bank reporter from using the system to report the file, CBE information technology technical support could be contacted for help through:

To get CBE Information Technology technical support, please follow the following contacts:

Fax. +202 25976020
Tel. +202 27701444
Email cbe-ITsupport@cbe.org.eg

If the Problem still exist due to any outstanding factors, CBE-Operator must be contacted, early enough before cut-off time, to get permission to send a soft copy of the input report file (according to the announced structured formats into the DMMS-technical instruction manual) by e-mail using the following contacts:

Tel. +202 2770-1616
Email cbe-DMUsupport@cbe.org.eg

Pls. follow the latest announced procedures always from CBE regarding technical support (a soft copy can be retrieved from the internet URL http://cbe.org.eg/public/DMMS_UserGuide.pdf).

2.4. Reporting Business Cycle Overview:

➤ **Open Business Day**

Once a subsystem (FUNDS, INTEREST RATES, INTERBANK) status on the DMMS is **OPEN** (as illustrated in [3.1](#)), the reporting process will start.

➤ **Reporting Process – UPLOADING/REPLACING**

Bank reporter uploads the Input Report file for the opened sub-system (Using the Upload / Replace File Function) as per the record description described in the Technical Instruction Manual delivered to banks ([Templates are available in Appendix 5.C](#)). This can be done till Cut-off time.

One of the following 2 scenarios will occur while uploading the file:

- ✓ File is rejected by the system: Bank reporter check the error message, make the required corrections and Upload the Input file again.
- ✓ File is accepted by the system and successfully uploaded.

Bank Reporters are allowed to upload/replace the input file as long as time didn't exceed Cut-off time, no matter what the file status is. (*Valid, Not Valid, Accepted, Rejected*)

➤ **Reporting Process – CONFIRMING**

For FUNDS and INTEREST RATES Sub-systems ONLY:

Once the file is successfully uploaded, Bank Reviewer reviews and Confirm or Reject the Input file uploaded by the Bank Reporter Using the **Confirm/Reject File** Function. This function can still be done after cut-off time and till the business day is closed.

- ✓ If the input File is confirmed, File is sent to CBE.
- ✓ If the Input File is Rejected, Bank reporter will replace the Input file with a new one using the **Replace File** Function as long as Cut-off time is not exceeded.

For INTERBANK Sub-system:

Bank Reviewers review and confirm or Reject the Input file uploaded by the Bank Reporter Using the **Confirm/Reject File** Function after fulfillment of the following 2 conditions:

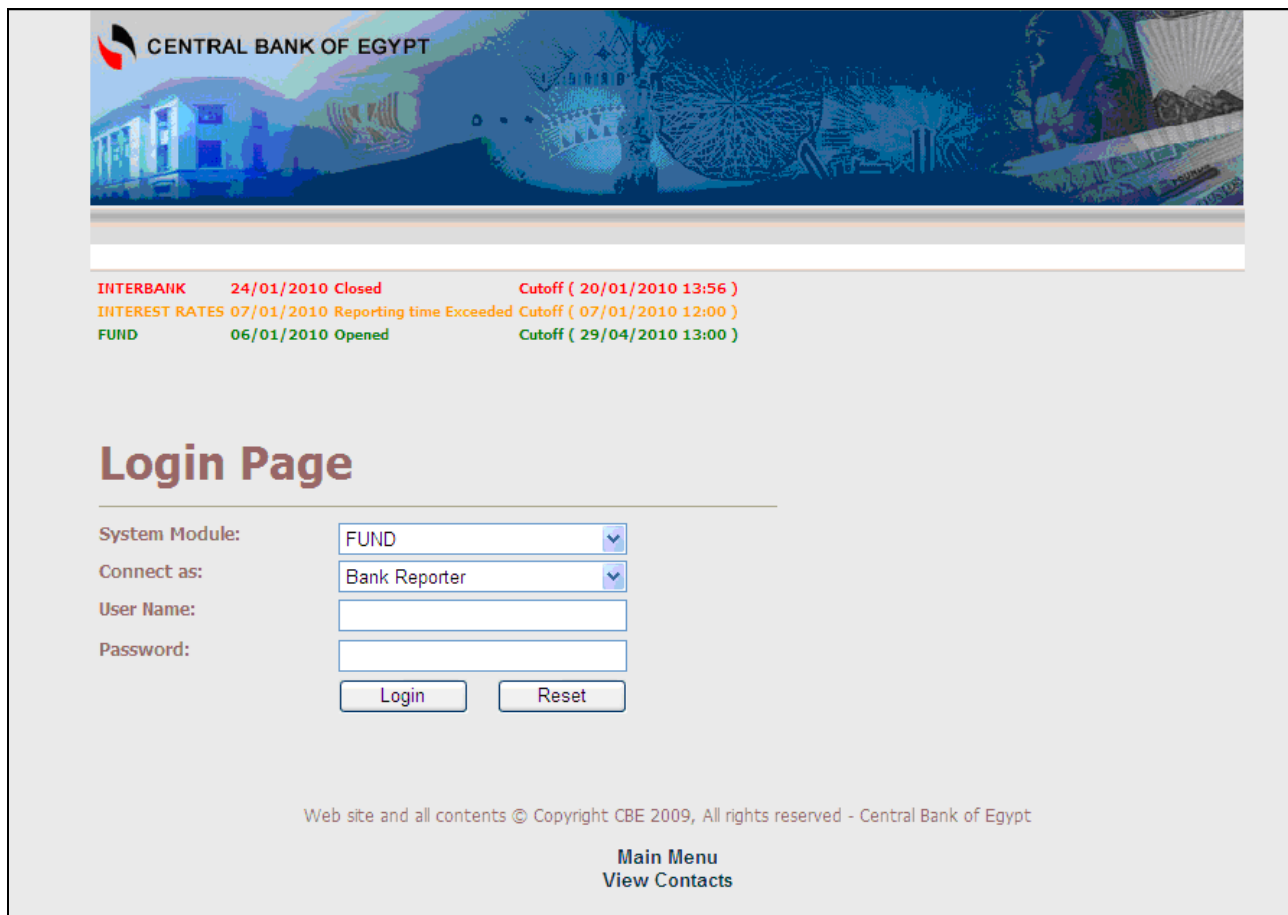
- A. All banks have successfully uploaded their Interbank Input report files.
- B. The Cut-off time is exceeded.

3. GETTING STARTED

The DMMS can be accessed using the following URL:

<http://DMMS.extra.cbeapplications.biz/DMMS/loginpage.aspx>

3.1. Logging On



The screenshot shows the login page of the Domestic Money Monitoring System (DMMS) for the Central Bank of Egypt. At the top, there is a banner with the bank's logo and name. Below the banner, a status bar displays the following information:

INTERBANK	24/01/2010 Closed	Cutoff (20/01/2010 13:56)
INTEREST RATES	07/01/2010 Reporting time Exceeded	Cutoff (07/01/2010 12:00)
FUND	06/01/2010 Opened	Cutoff (29/04/2010 13:00)

Below the status bar, the page is titled "Login Page". The login form includes the following fields and buttons:

- System Module:** A dropdown menu with "FUND" selected.
- Connect as:** A dropdown menu with "Bank Reporter" selected.
- User Name:** A text input field.
- Password:** A text input field.
- Login** and **Reset** buttons.

At the bottom of the page, there is a copyright notice: "Web site and all contents © Copyright CBE 2009, All rights reserved - Central Bank of Egypt". Below this, there are links for "Main Menu" and "View Contacts".

- 1- Select the System Module: Fund, Interbank or Interest rates from "System Module" field.
- 2- Select your role on the chosen module: Bank Reviewer, Bank Reporter or Bank Administrator in the "Connect as" field.
- 3- Enter your username (Previously sent to CBE) in the "username" field.
- 4- Enter Your Password in the "Password" field.
- 5- Select the System module: Fund, Interbank or Interest rate from "System Module" field.
- 6- Select your role on the chosen module: Bank Reviewer, Bank Reporter or Bank Administrator in the "Connect as" field.
- 7- Press "Log-in"

➤ **Note that each subsystem's status will be displayed in the upper left labels on all pages as follows:**

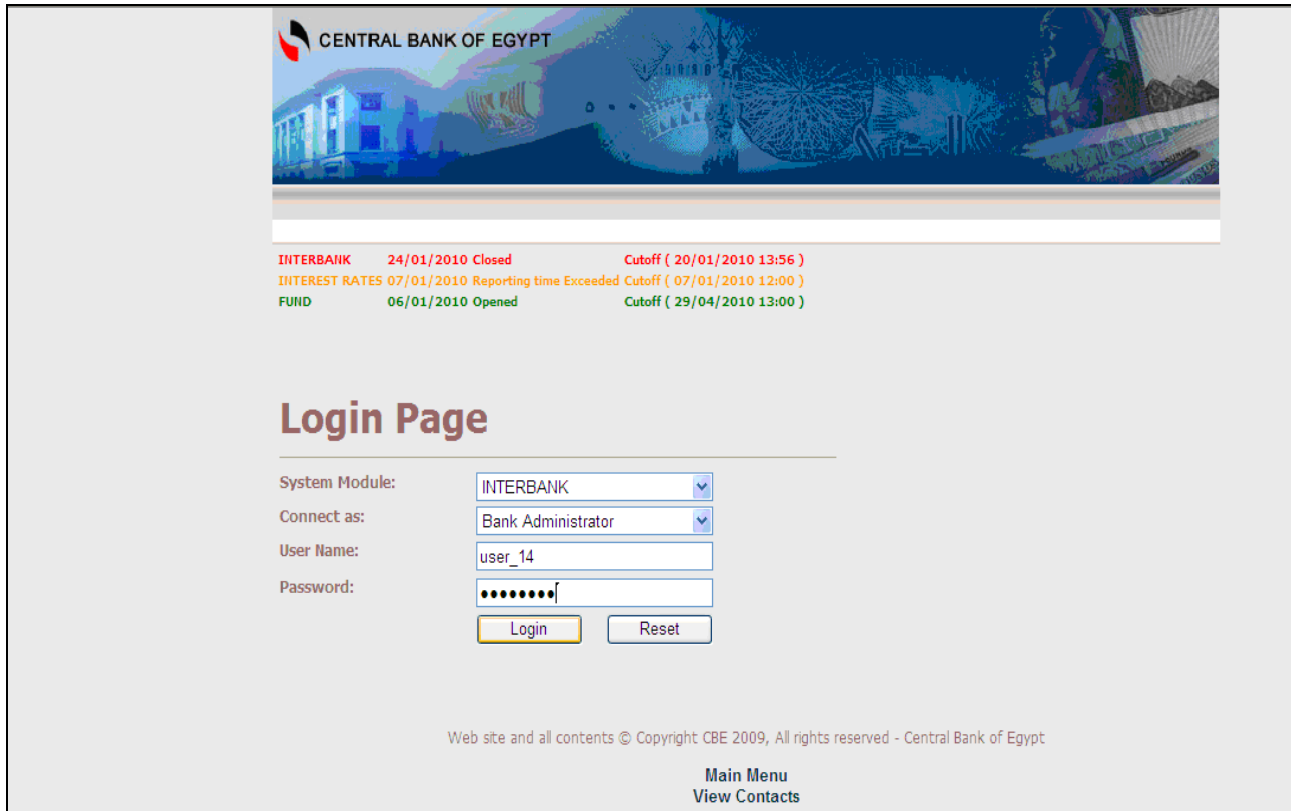
Open: the mentioned module is open for the respective day. You can upload and Review Input file.

Closed: the mentioned module is closed and can not be accessed by banks.

Reporting Time exceeded: The mentioned module is still open but cut-off time is exceeded. No upload will be allowed but Bank's Reviewers can confirm the file.

3.2. Logging on for the first time

If this is your first time on the DMMS, you will be required to change the preset automatic password as follows:



The screenshot shows the login interface of the Domestic Money Monitoring System (DMMS) for the Central Bank of Egypt. At the top, there is a banner with the bank's logo and a collage of images related to finance and technology. Below the banner, a status bar displays real-time information for three modules: INTERBANK (Closed on 24/01/2010), INTEREST RATES (Reporting time Exceeded on 07/01/2010), and FUND (Opened on 06/01/2010). The main section is titled "Login Page" and contains a form with the following fields: "System Module" (a dropdown menu set to "INTERBANK"), "Connect as:" (a dropdown menu set to "Bank Administrator"), "User Name:" (a text field containing "user_14"), and "Password:" (a text field with masked characters). Below the password field are "Login" and "Reset" buttons. At the bottom of the page, there is a copyright notice for 2009 and links for "Main Menu" and "View Contacts".

CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56)
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)
FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00)

Login Page

System Module:

Connect as:

User Name:

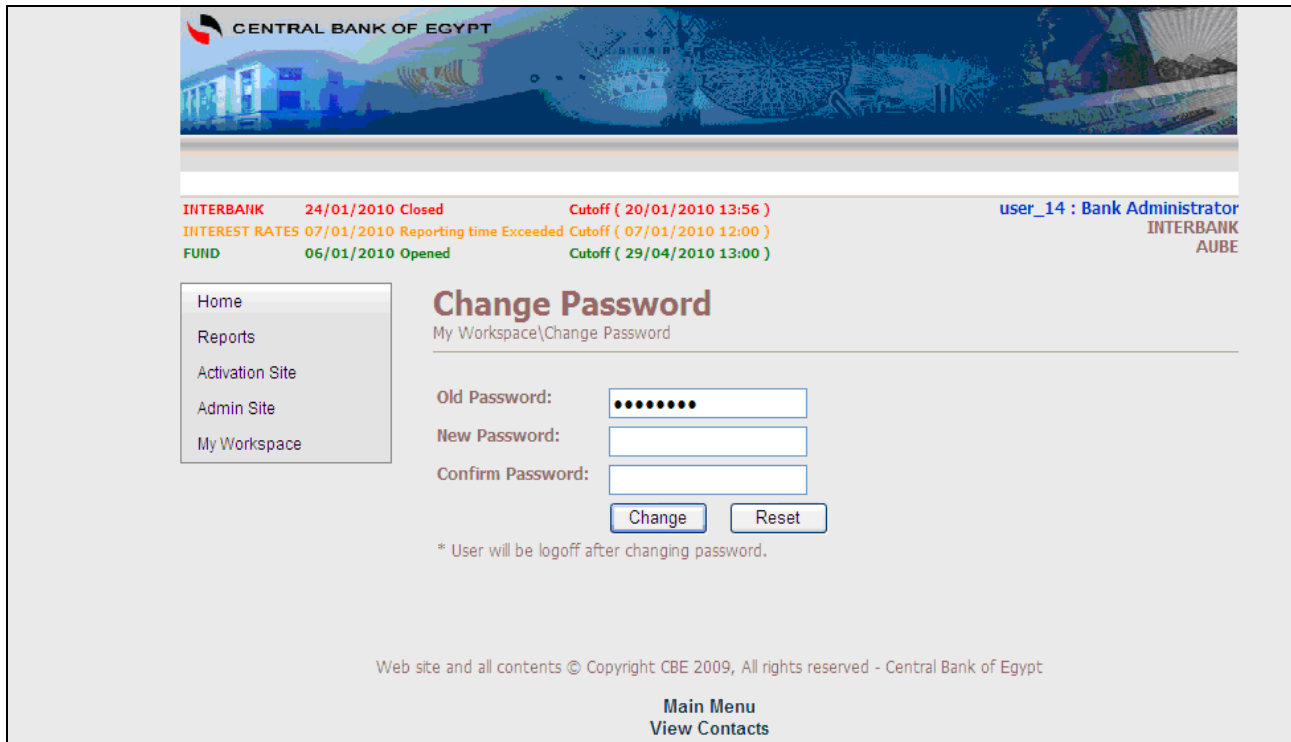
Password:

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[Main Menu](#)
[View Contacts](#)

- 1- Select the System Module: Fund, Interbank or Interest rates from "System Module" field.
- 2- Select your role on the chosen module: Bank Reviewer, Bank Reporter or Bank Administrator in the "Connect as" field.
- 3- Enter your username (Previously sent to CBE) in the "username" field.
- 4- A preset password will automatically appear in the "Password" field.
- 5- Press "Log-in"

You will be automatically redirected to the following '[Change Password](#)' page:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_14 : Bank Administrator
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) INTERBANK
FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00) AUBE

Home
Reports
Activation Site
Admin Site
My Workspace

Change Password

My Workspace\Change Password

Old Password:

New Password:

Confirm Password:

* User will be logoff after changing password.

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[Main Menu](#)
[View Contacts](#)

- 6- The preset password will automatically appear in "Old Password" field.
- 7- Enter Your New Password in "New Password" field following CBE's complexity Standards.

Password length should be at least 8 Characters, and must contain at least:

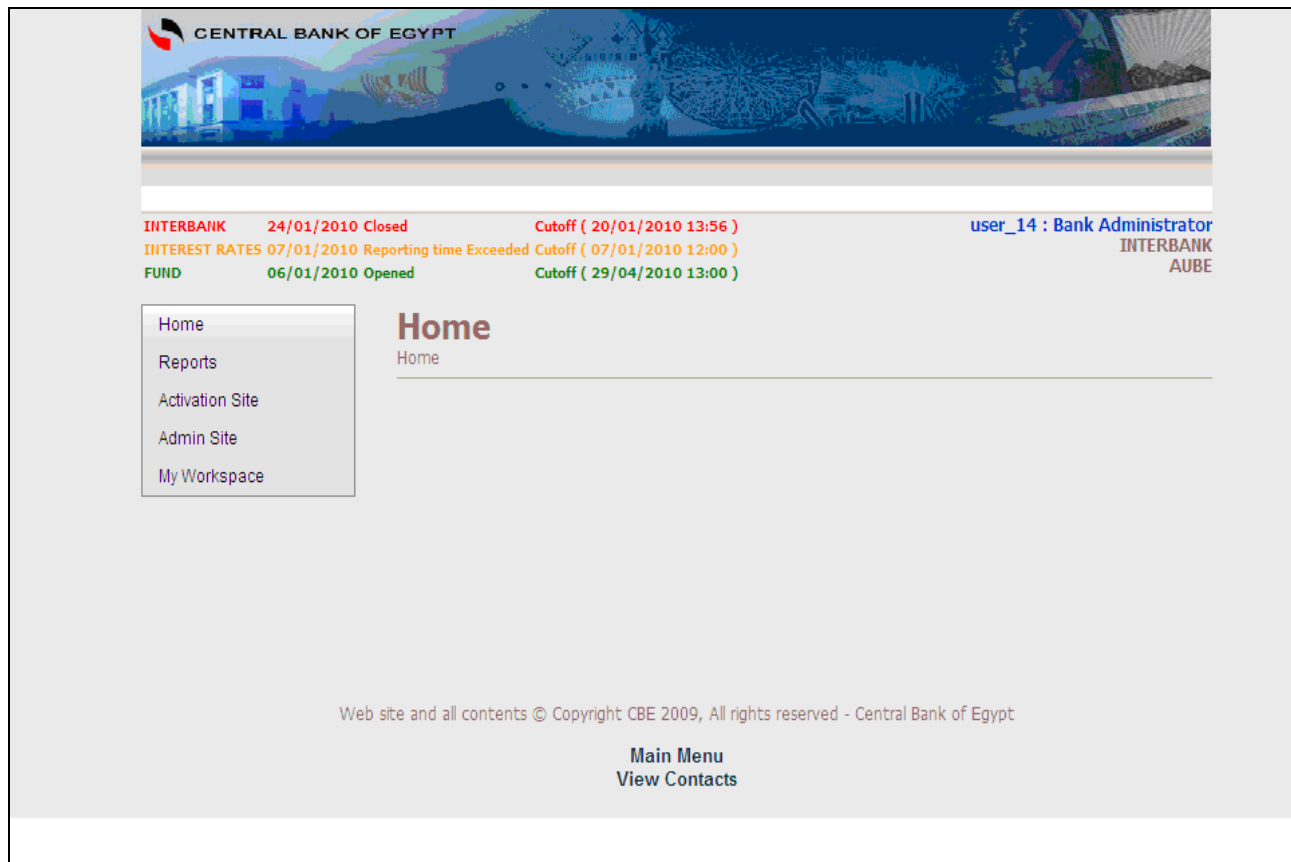
- 1 Digit (from 0 to 9)
- 1 UPPER CASE Letter (from A to Z)
- 1 LOWER CASE Letter (from A to Z)
- 1 Symbol : | \ > < ! @ # \$ % ^ & * () { } / ? (

- 8- Re-enter your new password in "Confirm Password" field.
- 9- Press "Change".

3.3. System Menu

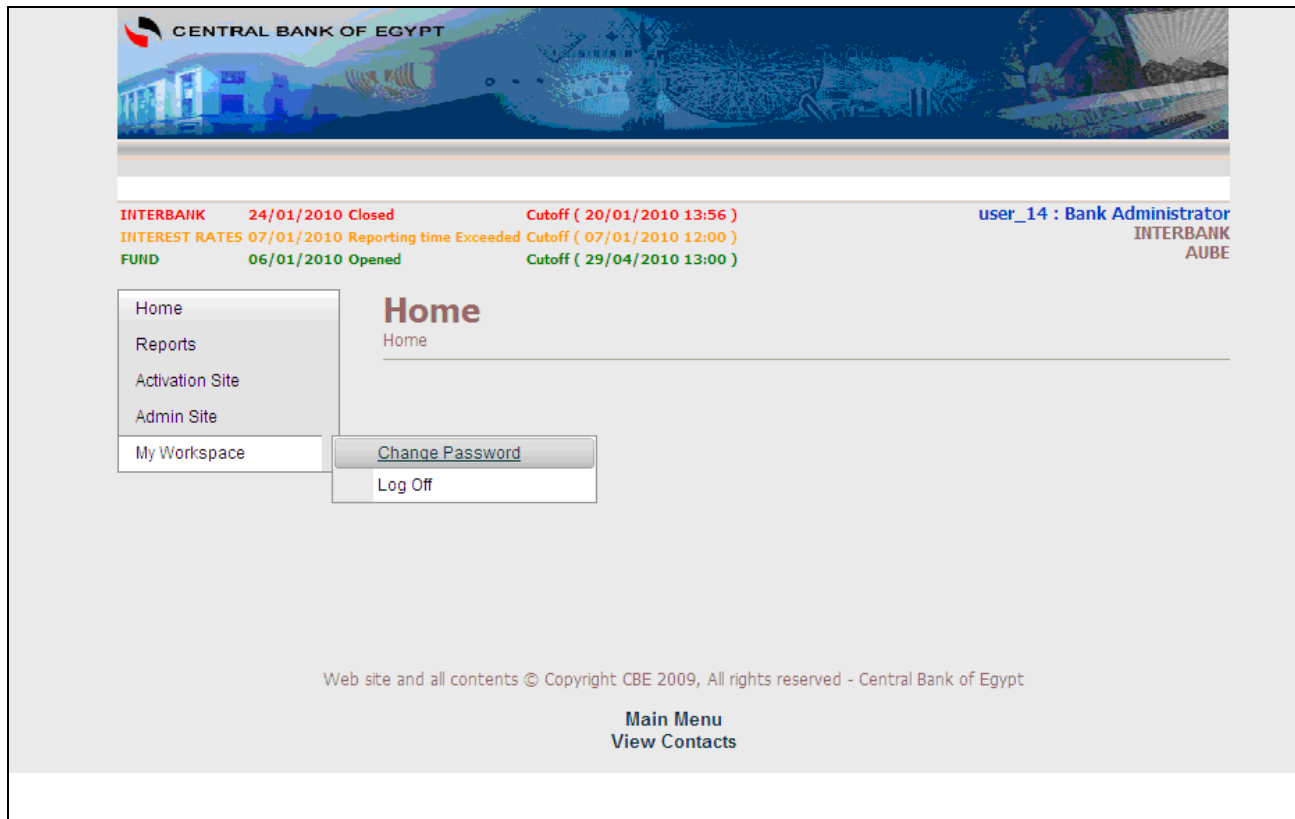
Once you're logged in, the following home page will appear.

The Functions Menu on the left side will change depending on the user's credentials on the **DMMS**.

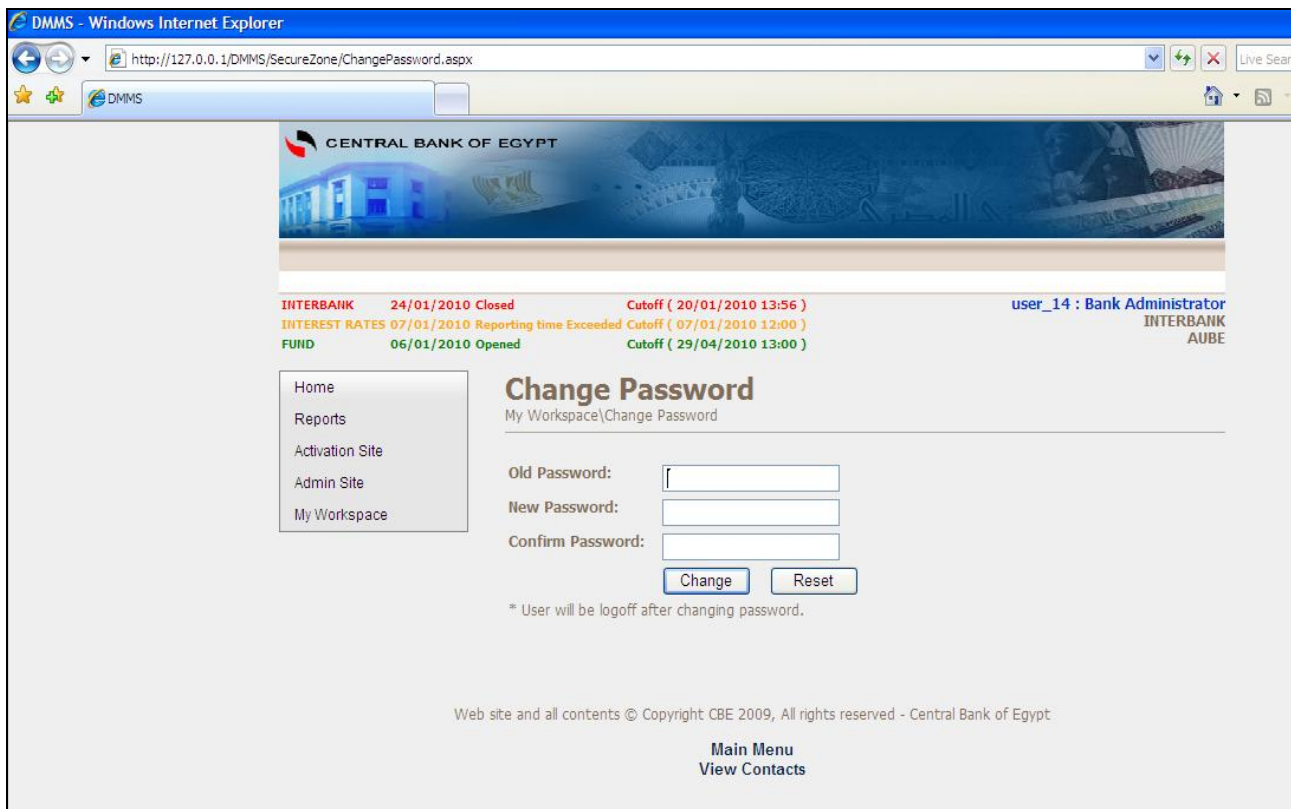


3.4. Changing Password

- 1- Logon to the DMMS using your system credentials.
- 2- From the Menu select '[My Workspace](#)' → '[Change Password](#)'.



The Following Screen will appear:



DMMS - Windows Internet Explorer

http://127.0.0.1/DMMS/SecureZone/ChangePassword.aspx

CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_14 : Bank Administrator
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) INTERBANK
FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00) AUBE

Home
Reports
Activation Site
Admin Site
My Workspace

Change Password

My Workspace\Change Password

Old Password:

New Password:

Confirm Password:

* User will be logoff after changing password.

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[Main Menu](#)
[View Contacts](#)

- 3- Enter your old Password in the "Old Password" field.
- 4- Enter Your New Password in the "New Password" field following CBE's password complexity Standard.

Password length should be at least 8 Characters, and must contain at least:

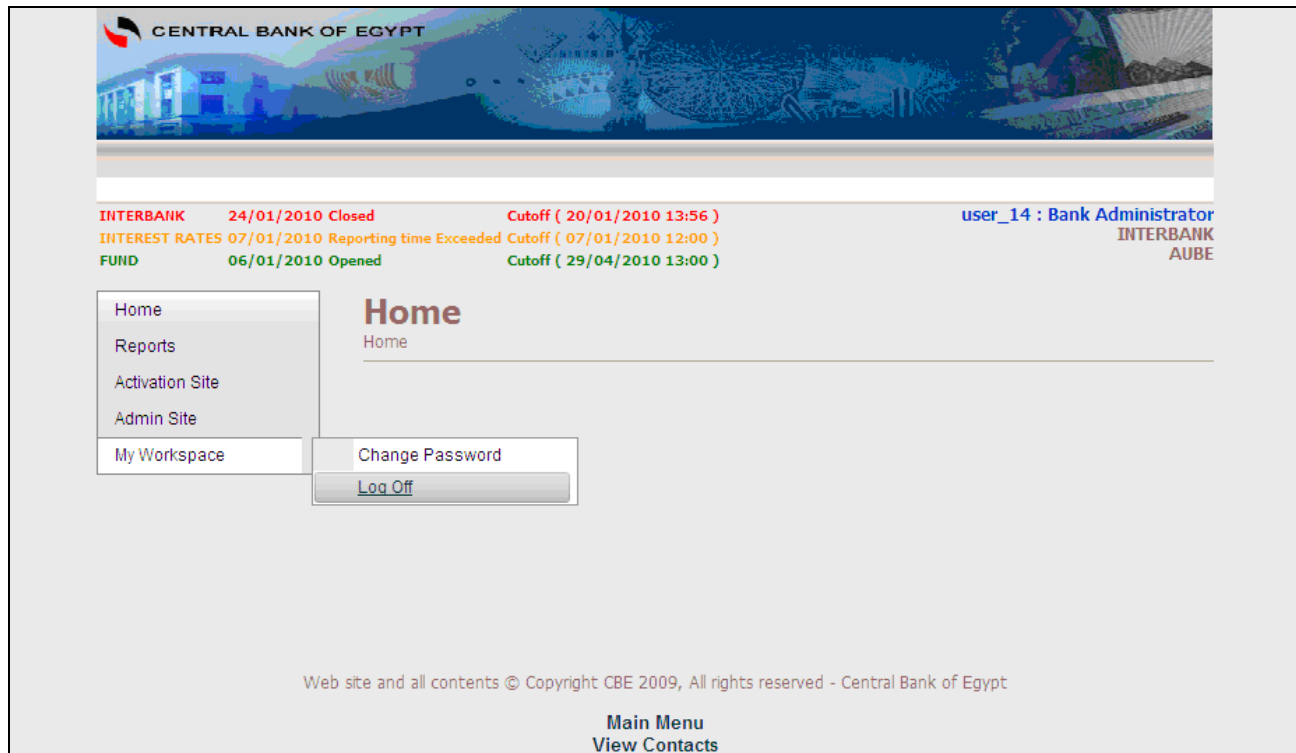
- 1 Digit (from 0 to 9)
- 1 UPPER CASE Letter (from A to Z)
- 1 LOWER CASE Letter (from A to Z)
- 1 Symbol : | \ > < ! @ # \$ % ^ & * () { } / ? (

- 5- Re-enter your new password in the "Confirm Password" field.
- 6- Press "Change"

You'll be automatically redirected to the 'Log in' page to log in with your new Password.

3.5. Exit System (Log off)

To SECURLY exit the System, from the Menu select '[My Workspace](#)' → '[Log off](#)'



4. USING THE DMMS (ONLINE)

The system functions' menu that appears for each user depends on the role chosen for Login. Each user can view only the permitted functions.

4.1. USER ENVIRONMENT REQUIREMENTS

- PC with OS Windows XP-SP3 at least, with updated Antivirus agent and connected to CBE Internal/Extranet trusted network.
- MS-Internet explorer Web Browser (version7 at least) to access the DMMS.
- Ms Excel2003 and Acrobat Reader applications.

N.B. Input files uploaded by banks **MUST** be in excel format, using MS-Office 2003 **ONLY**, and following the latest record description provided by CBE that can be found on URL: http://cbe.org.eg/public/DMMS_instructionmanual.pdf

4.2. SYSTEM BUSINESS FUNCTION- ROLE MATRIX

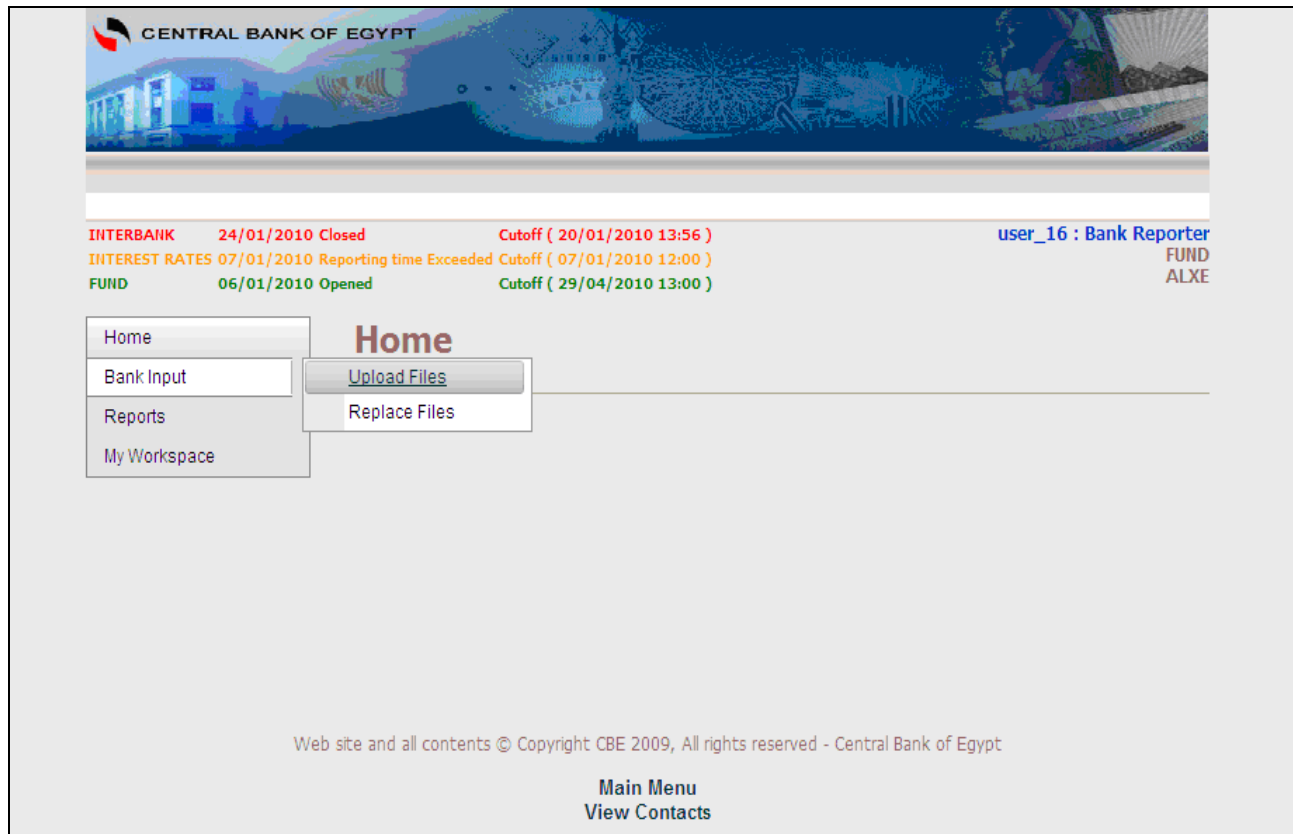
Role	Supported Functions
Bank Reporter	<ul style="list-style-type: none"> ➤ Upload file ➤ Replace file ➤ Review 'file status' and system maintenance reports
Bank Reviewer	<ul style="list-style-type: none"> ➤ Confirm/Reject ➤ Review 'file status' and system maintenance reports
Bank Administrator	<ul style="list-style-type: none"> ➤ Assign users to user groups ➤ Activate / Deactivate assigned user groups. ➤ Review system maintenance reports

4.2.1. Upload file

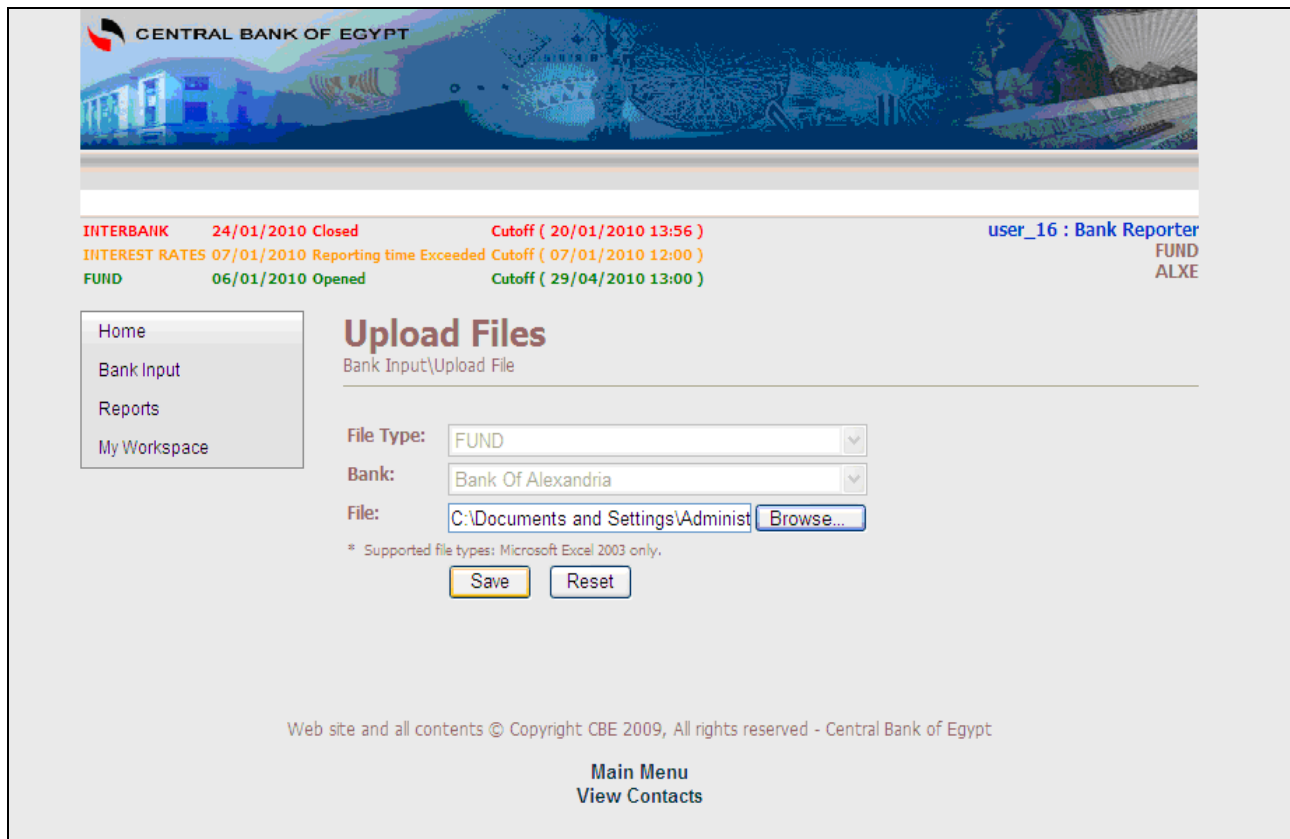
This function allows Bank Reporter to upload the required report file. This must be done before Cut-off time.

How To?

- 1- Logon to the DMMS as "Bank Reporter "using your system credentials.
- 2- From the Menu select '[Bank Input](#)' → '[Upload File](#)'.

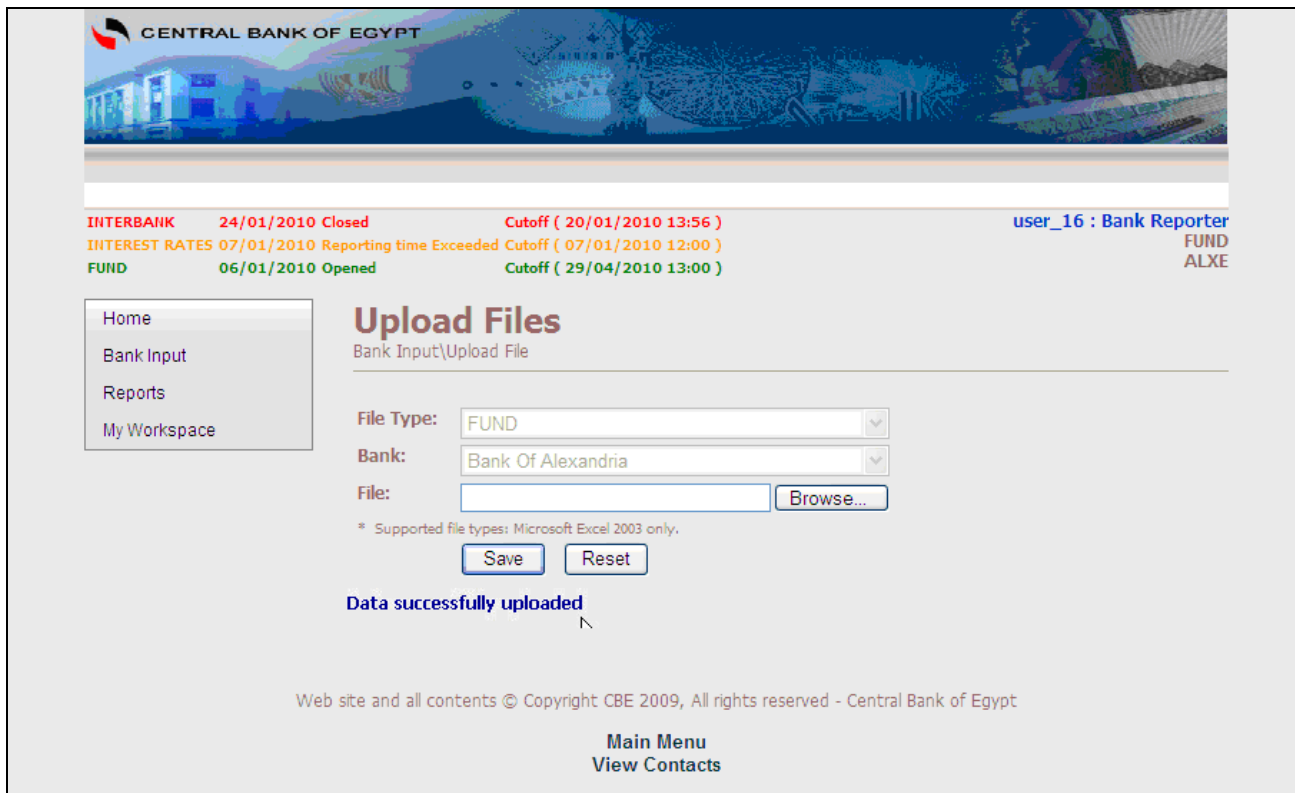


The Following Screen will appear:



The screenshot shows the 'Upload Files' page of the Central Bank of Egypt's Domestic Money Monitoring System. At the top, there is a banner with the bank's logo and name. Below the banner, a status bar displays system information: 'INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56)', 'INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)', and 'FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00)'. The user is identified as 'user_16 : Bank Reporter' with roles 'FUND' and 'ALXE'. On the left, a navigation menu includes 'Home', 'Bank Input', 'Reports', and 'My Workspace'. The main content area is titled 'Upload Files' with the subtitle 'Bank Input\Upload File'. It contains three dropdown menus: 'File Type' (set to 'FUND'), 'Bank' (set to 'Bank Of Alexandria'), and 'File' (set to 'C:\Documents and Settings\Administ'). A 'Browse...' button is next to the 'File' dropdown. Below these fields, a note states '* Supported file types: Microsoft Excel 2003 only.' and there are 'Save' and 'Reset' buttons. At the bottom, a copyright notice reads 'Web site and all contents © Copyright CBE 2009, All rights reserved - Central Bank of Egypt', followed by links for 'Main Menu' and 'View Contacts'.

- 3- The File Type (Funds, Interbank or Interest Rates) will automatically appear in the "File type" field depending on the system module chosen for log in.
- 4- Your Bank Name will automatically appear in the "Bank Field".
- 5- Press the Browse Button to locate and select your file.
- 6- Press **"Save"**.
 - 6.A If the File is rejected as shown below, follow the corrective actions displayed in the Error message. (Error messages description can be found in [Appendix A-9](#))
 - 6.B If the file successfully met the **FIRST SET** of system validations criteria, it will be accepted by the system and the message **"Data Successfully uploaded"** will appear as shown in the following screen:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_16 : Bank Reporter
 INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) FUND
 FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00) ALXE

Home
 Bank Input
 Reports
 My Workspace

Upload Files

Bank Input\Upload File

File Type: FUND
 Bank: Bank Of Alexandria
 File: Browse...
 * Supported file types: Microsoft Excel 2003 only.
 Save Reset

Data successfully uploaded

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Main Menu
 View Contacts

7- Check the **"File Status Report"** [described in 4.2.4.1](#) to ensure that the file is valid.

- To replace a successfully uploaded file **before the bank reviewer Action**; the Bank reporter can still use the same **"Upload"** Function described in [4.2.1](#).
- To replace a successfully uploaded file **after the bank reviewer has confirmed / rejected** the file, bank reporter must use the **"Replace"** function as described in [4.2.2](#).

Important Notes:

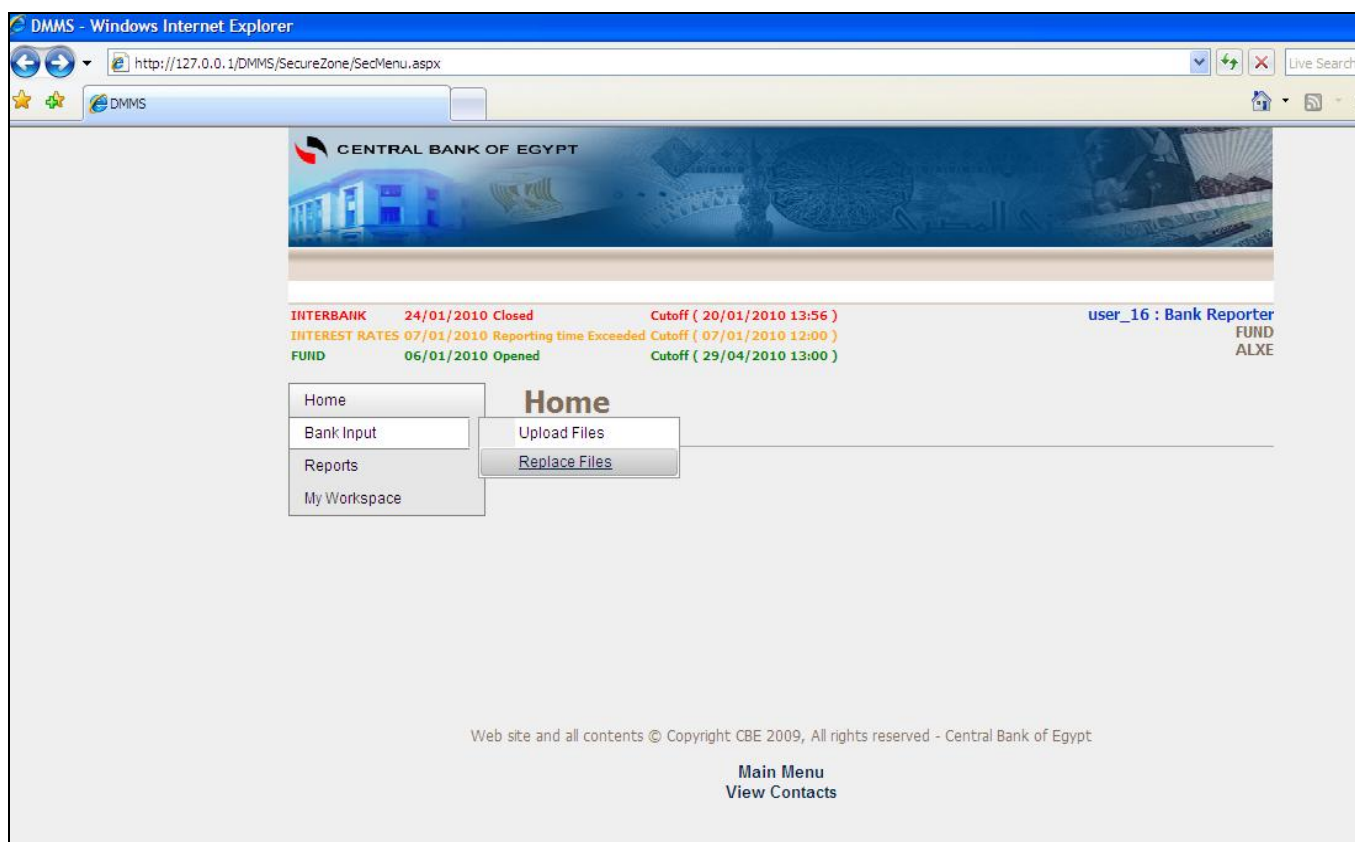
- * A successfully uploaded Input report doesn't mean that it's valid. Bank Reporter **MUST** check the **"File Status Report"** to ensure that the File is Valid.
- * A file with status "Not Valid" that is not valid in the **"File Status Report"** means that it didn't meet the second set of system validations ([described in Appendix A-9](#)) and can't be Accepted OR Rejected by Bank Reviewer.

4.2.2. Replace file

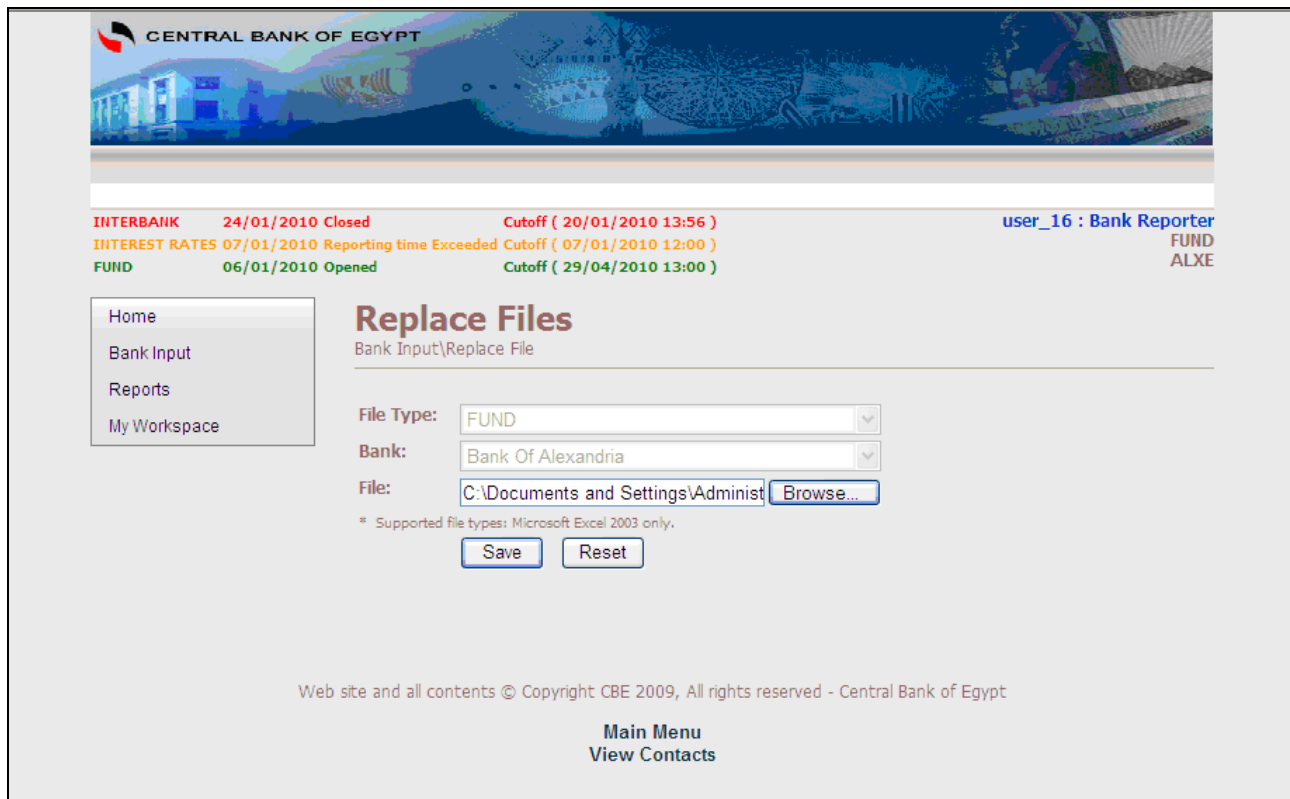
This function allows Bank Reporter to replace a successfully uploaded file after it's been confirmed / Rejected by Bank Reviewer.

How To?

- 1- Logon to the DMMS as "Bank Reporter "using your system credentials.
- 2- From the Menu select 'Bank Input' → 'Replace Files'.



The Following Screen will appear:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_16 : Bank Reporter
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) FUND
FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00) FUND
ALXE

Home
Bank Input
Reports
My Workspace

Replace Files

Bank Input\Replace File

File Type:

Bank:

File:

* Supported file types: Microsoft Excel 2003 only.

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[Main Menu](#)
[View Contacts](#)

- 3- The File Type (Funds, Interbank or Interest Rates) will automatically appear in the "File type" Field depending on the system module chosen for log in.
- 4- Your Bank Name will automatically appear in the "Bank" Field.
- 5- Press the Browse Button to locate and select your file.
- 6- Press **"Save"**.
 - 6.A If the File is rejected, follow the corrective actions displayed in the Error message. (Error messages description can be found in [Appendix A-9](#))
 - 6.B If the file successfully met the **FIRST SET** of system validations criteria, it will be accepted by the system and the message **"Data Successfully uploaded"** will appear [as displayed in page 16](#).
- 7- Check the **"File Status Report"** [described in 4.2.4.1](#) to ensure that the file is valid.

Important Notes:

- * A successfully uploaded Input report doesn't mean that it's valid. Bank Reporter **MUST** check the **"File Status Report"** to ensure that the File is Valid.

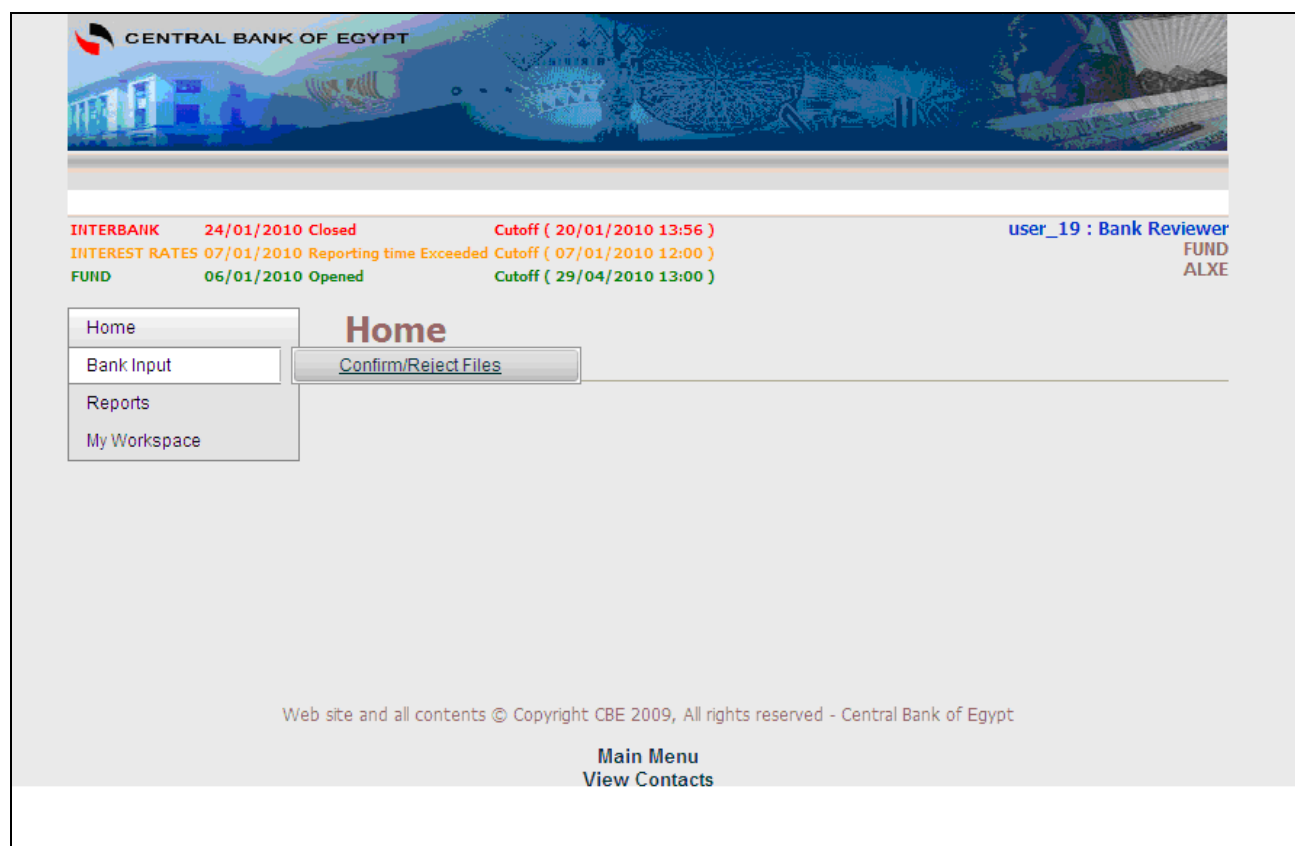
- * A file with status "Not Valid" that is not valid in the "**File Status Report**" means that it didn't meet the second set of system validations ([described in Appendix A-9](#)) and can't be Accepted OR Rejected by Bank Reviewer.

4.2.3. Confirm/Reject file

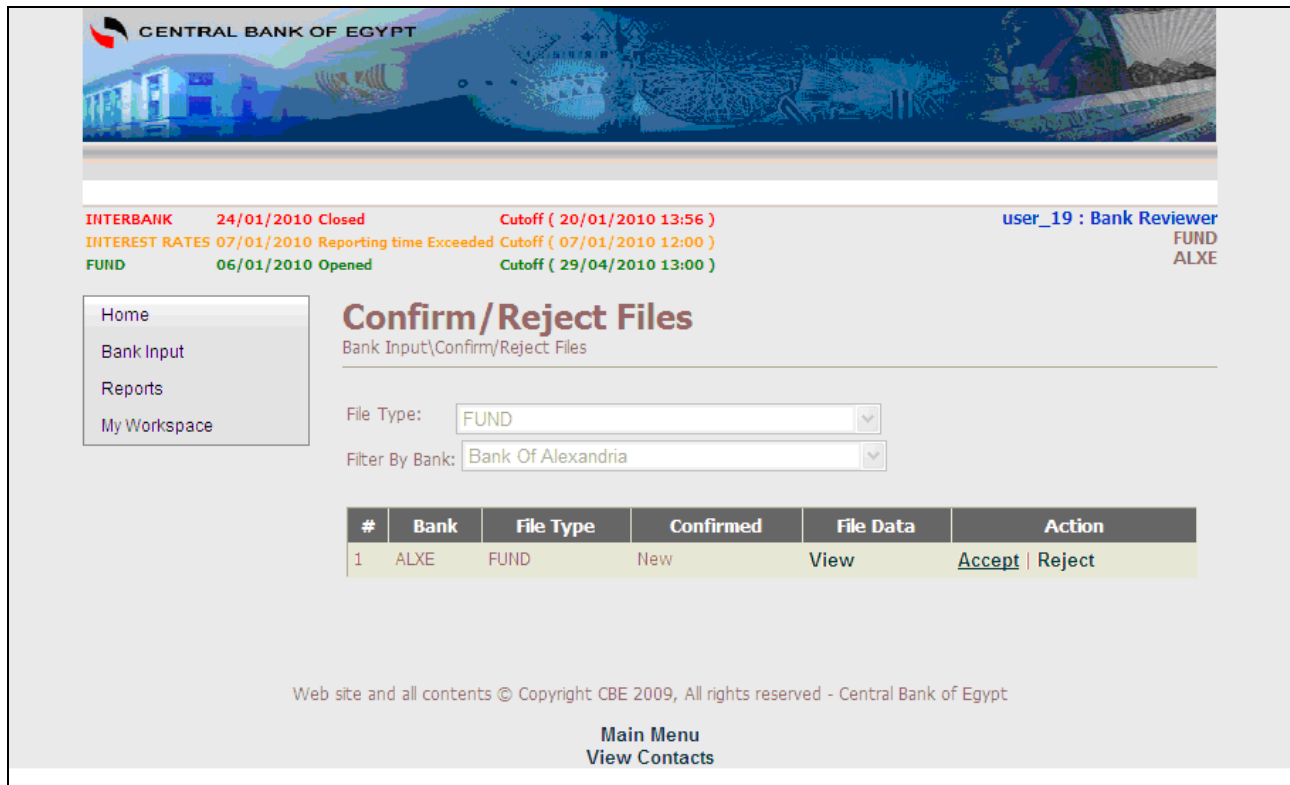
This function allows Bank Reviewer to accept / reject the successfully uploaded input file.

How to?

- 1- Logon to the DMMS as 'Bank Reviewer' using your system credentials.
- 2- From the Menu select '**Bank Input**' → '**Confirm / Reject File**'.



The Following Screen will appear:



Confirm/Reject Files
Bank Input\Confirm\Reject Files

File Type:

Filter By Bank:

#	Bank	File Type	Confirmed	File Data	Action
1	ALXE	FUND	New	View	Accept Reject

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- 3- The File Type (Funds, Interbank or Interest Rates) will automatically appear in the File type Field depending on the system module chosen for log in.
- 4- Your Bank Name will automatically appear in the Bank Field.
- 5- Press "Save".
- 6- The chosen file will appear in the table as shown above.

The table contains the following data:

1. **#:** Serial number.
2. **Bank:** Your bank abbreviation.
3. **File Type:** Funds, Interest Rates or Interbank.
4. **Confirmed:** The confirmation status as follows:
 - a. **New:** File is successfully uploaded and waiting for Bank Reviewer Action.
 - b. **Yes:** File is confirmed by Bank Reviewer.
 - c. **No:** File is rejected by Bank Reviewer.
5. **File Data:** To review the uploaded input file, Press the "**View**" button and the file will be displayed.
6. **Action: To accept / reject the uploaded file.**
 - a. Press "**Accept**" to send the uploaded input file to CBE.
 - b. Press "**Reject**" to refuse the uploaded input file and allow your Bank Reporter to replace it.

Once Bank reviewer accept / reject the uploaded file, the confirmation status will change from "**New**" to "**Yes**" if accepted, as illustrated in the following screen, or "**NO**" if rejected.


CENTRAL BANK OF EGYPT

INTERBANK

24/01/2010 Closed

Cutoff (20/01/2010 13:56)

INTEREST RATES

07/01/2010 Reporting time Exceeded

Cutoff (07/01/2010 12:00)

FUND

06/01/2010 Opened

Cutoff (29/04/2010 13:00)

user_19 : Bank Reviewer

FUND

ALXE

Home

Bank Input

Reports

My Workspace

Confirm/Reject Files

Bank Input\Confirm/Reject Files

File Type:

FUND

Filter By Bank:

Bank Of Alexandria

#	Bank	File Type	Confirmed	File Data	Action
1	ALXE	FUND	Yes	View	

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[Main Menu](#)
[View Contacts](#)

Important Note:

To ensure the accuracy of data sent to CBE, the bank reporter who uploaded a file cannot review it.

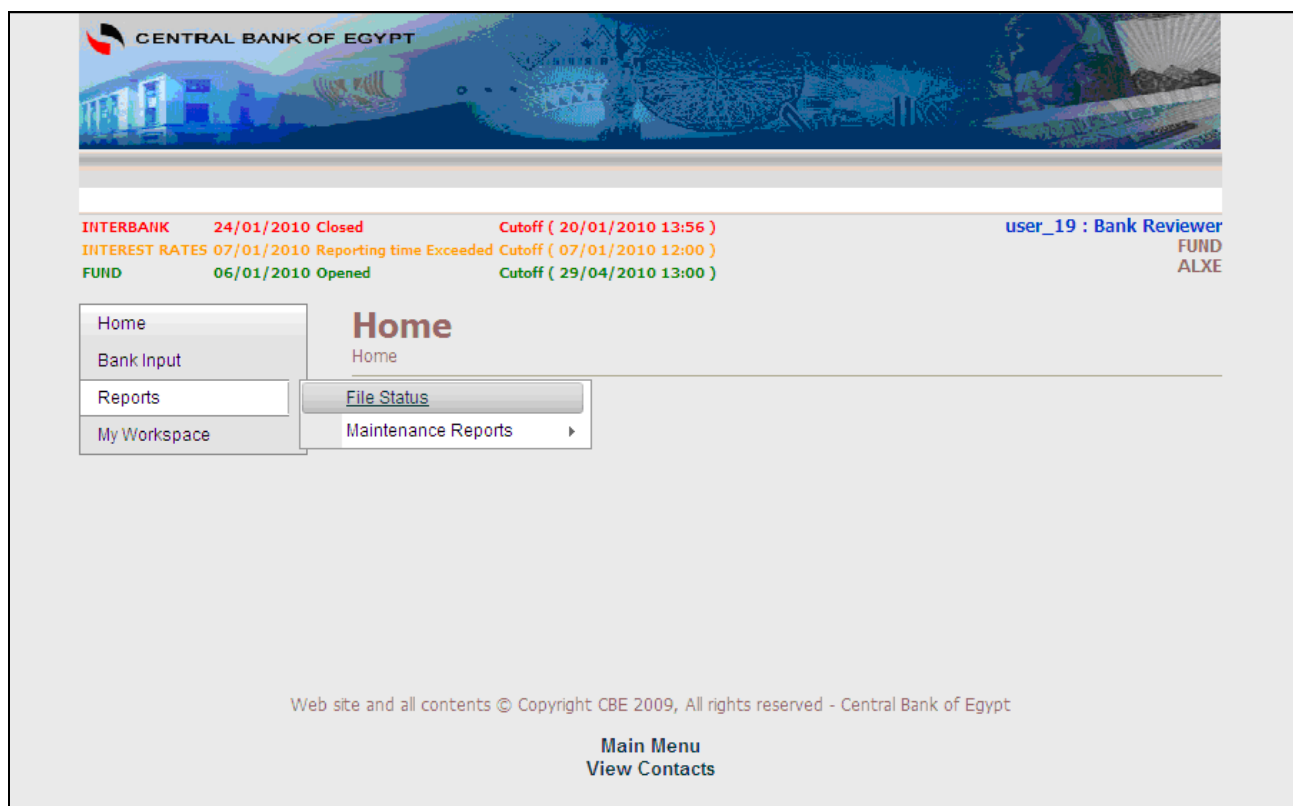
4.2.4. Review "File Status" and "Maintenance Reports"

1.1..1. File Status Report

This Report displays the status of Uploaded Input Reports for each Subsystem and a description of the errors if the file is rejected by the system.

How to?

- 1- Logon to the DMMS as 'Bank Reporter' or 'Bank Reviewer' using your system credentials.
- 2- From the Menu select '[Reports](#)' → '[File Status](#)'.



The following screen will appear:

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56)

INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)

FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00)

user_19 : Bank Reviewer

FUND

ALXE

[Home](#)
[Bank Input](#)
[Reports](#)
[My Workspace](#)

File Status

Reports\File Status

File Type:
Filter By Bank:

Bank	File Type	Deleted	Valid	Confirmed	Error Log	Entry Time	
ALXE	FUND	Yes	No	New	FUND-AMOUNT FAILED, FUND-CERT FAILED, Mismatching Fund-Data, Invalid Asset-Yield;	13/04/2010 11:10:01	View
ALXE	FUND	Yes	No	New	Mismatching Fund-Data, Invalid Asset-Yield;	13/04/2010 11:21:16	View
ALXE	FUND	Yes	No	New	Mismatching Fund-Data, Invalid Asset-Yield;	13/04/2010 11:27:22	View
ALXE	FUND	New	Yes	Yes		13/04/2010 11:38:46	View

Valid Files: 1 file(s).
Confirmed Files: 1 file(s).

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[Main Menu](#)
[View Contacts](#)

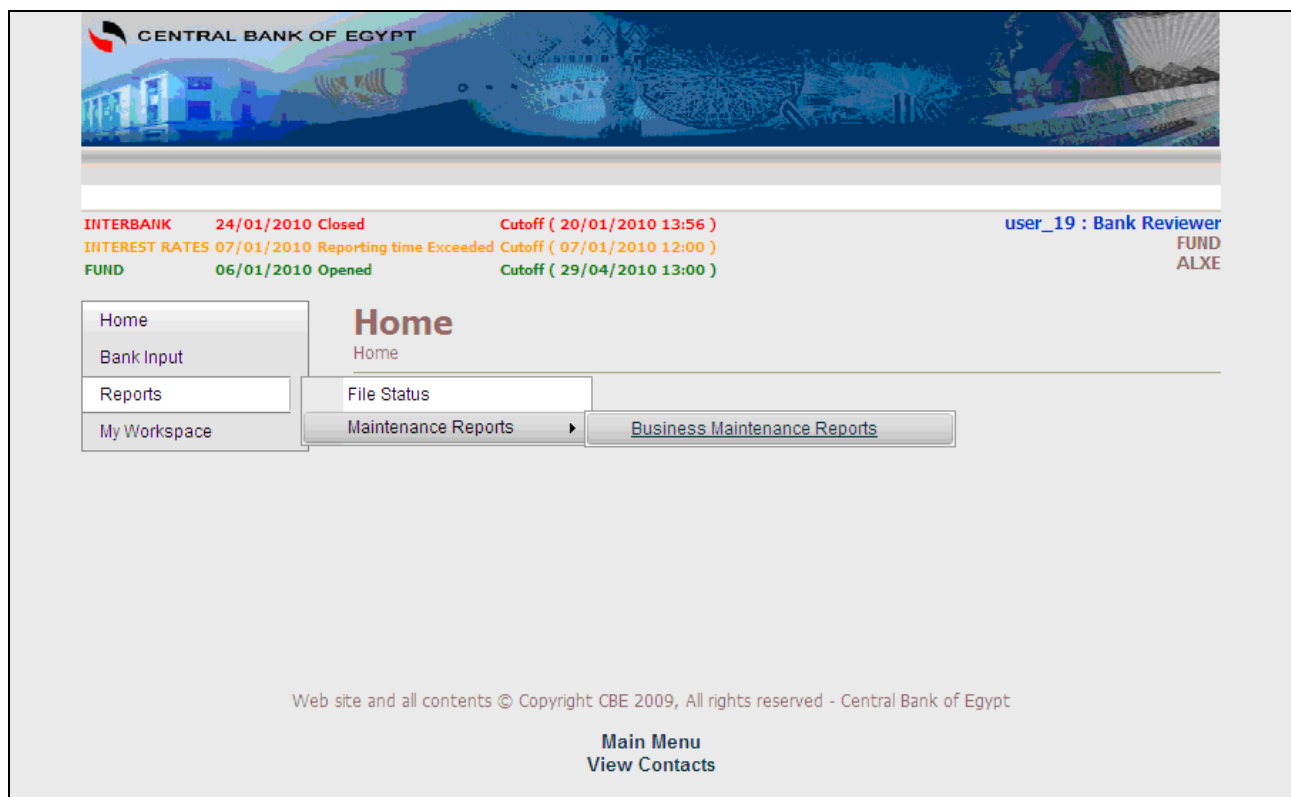
- 3- The File Type (Funds, Interbank or Interest Rates) will automatically appear in the File type Field depending on the system module chosen for log in.
- 4- Your Bank Name will automatically appear in the Bank Field.
- 5- All the Input reports of the required module will appear in the table as shown above.
The table contains the following data:
 - 1- **Bank:** Your bank abbreviation.
 - 2- **File Type:** Funds, Interest Rates or Interbank.
 - 3- **Deleted:** shows if the file was deleted and replaced as follows:
 - a. **New:** File is active.
 - b. **Yes:** File has been deleted and replaced.
 - A crossed out line shows that this file has been successfully replaced.
 - 4- **Valid:** Shows if the file was accepted by the system
 - a. **Yes:** the file is successfully uploaded and met the system validations
 - b. **No:** the file didn't meet the system validations and is rejected by the system
 - 5- **Confirmed:** The confirmation status as follows:
 - a. **New:** File is successfully uploaded and waiting for Bank Reviewer Action.
 - b. **Yes:** File is confirmed by Bank Reviewer.
 - c. **No:** File is rejected by Bank Reviewer.
 - 6- **Error Log:** displays the errors in the uploaded file rejected by the system. ([Appendix A-9](#))
 - 7- **Entry time:** Time and date of file uploading
 - 8- **View:** To view the input file, Press the "[View](#)" button and the file will be displayed.
 - 9- **Total** no. of Valid and confirmed files.

1.1..2. Business Maintenance Reports


These Reports are used to view the DMMS Static data (Names, Codes, IDs,...).

How to?

- 1- Logon to the DMMS as 'Bank Reporter' or 'Bank Reviewer' using your system credentials.
- 2- From the Menu select '[Reports](#)' → '[Maintenance Reports](#)' → '[Business Maintenance Reports](#)'.



A list of available reports will be displayed as shown in the following screen:


CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56)

INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)

FUND 06/01/2010 Opened Cutoff (29/04/2010 13:00)

user_19 : Bank Reviewer


FUND









ALXE

[Home](#)
[Bank Input](#)
[Reports](#)
[My Workspace](#)

Business Maintenance Reports

Reports\Maintenance Reports\Business Maintenance Reports

 **Business Maintenance Reports**

-  Bank Maintenance
-  Calendar
-  Corridor Rates
-  Currency Maintenance
-  Fund Maintenance
-  Fund Type Maintenance
-  Investment Manager Co.
-  Yield Thresholds

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[Main Menu](#)
[View Contacts](#)

Example:
Currency Maintenance Report

Print Date : 08/11/2009 3:34 pm
 User Name : user_09
 Report ID : DMMS_CURRENCY
 Page : 1 Of 1

Central Bank of Egypt

Currency

Currency ID	Currency Name
1	EGP
2	USD

4.2.5. Assign user to user group (Assign to Access levels)

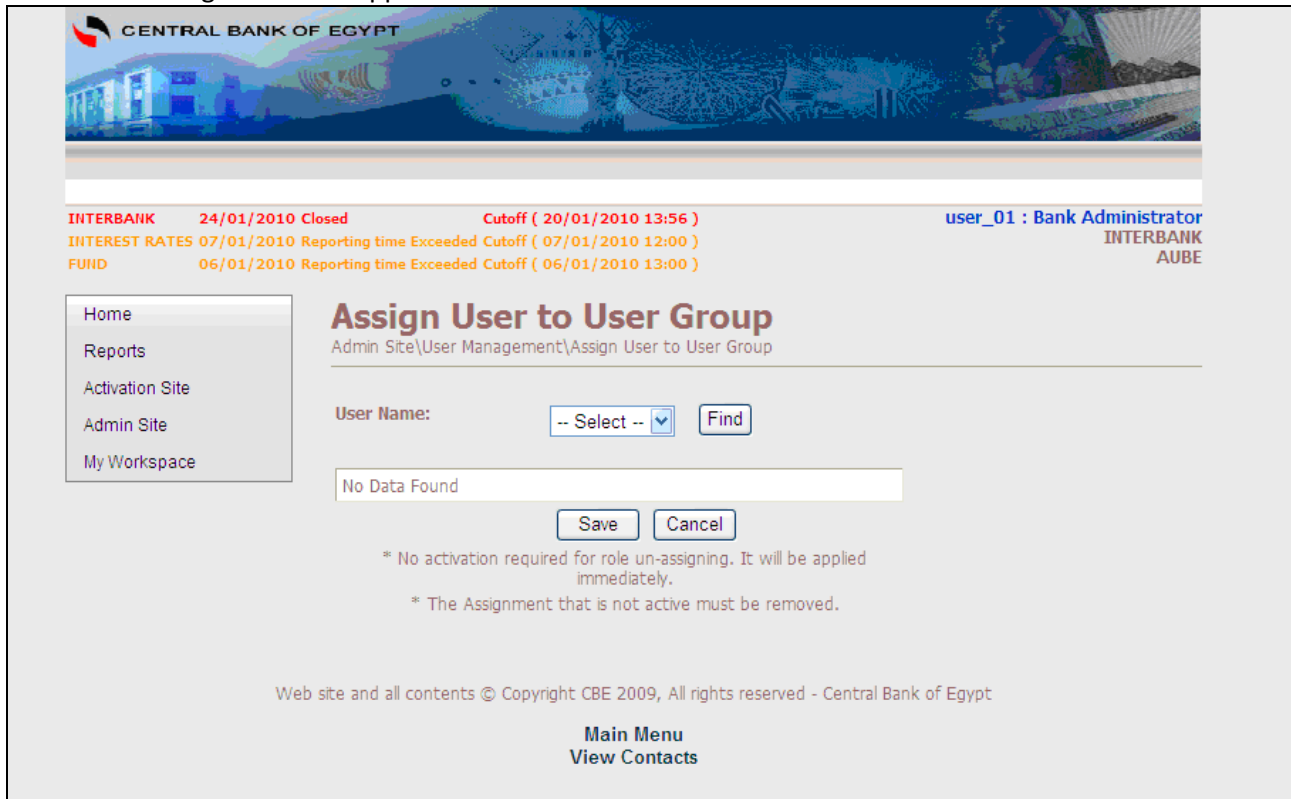
This function allows bank administrator to assign each user (previously created on the **DMMS** by CBE operator) to a user group (*Bank Reporter / Bank Reviewer*) for each subsystem (*Funds, Interbank, Interest Rates*).

How to?

- 1- Logon to the DMMS-Specific subsystem as "Bank Administrator "using your system credentials.
- 2- From the Menu select '[Admin Site](#)' → '[User Management](#)' → '[Assign User to User Group](#)'.



The following screen will appear:



The screenshot displays the Central Bank of Egypt's Domestic Money Monitoring System interface. At the top, there is a banner with the bank's logo and name. Below the banner, a status bar shows system information: INTERBANK (24/01/2010 Closed), Cutoff (20/01/2010 13:56), user_01 : Bank Administrator, INTERBANK, and AUBE. The main content area is titled 'Assign User to User Group' and includes a breadcrumb trail 'Admin Site\User Management\Assign User to User Group'. A 'User Name' field with a dropdown menu (showing '-- Select --') and a 'Find' button is present. Below this, a text box displays 'No Data Found', followed by 'Save' and 'Cancel' buttons. Two asterisked notes are shown: '* No activation required for role un-assigning. It will be applied immediately.' and '* The Assignment that is not active must be removed.' At the bottom, a copyright notice reads 'Web site and all contents © Copyright CBE 2009, All rights reserved - Central Bank of Egypt', and there are links for 'Main Menu' and 'View Contacts'. A left sidebar contains navigation links: Home, Reports, Activation Site, Admin Site, and My Workspace.

- 3- From the combo box select the user name you want to assign to a group (Access level), or use the "Find" function to search for users with different search criteria as described later.



The screenshot displays the 'Assign User to User Group' page within the Central Bank of Egypt's Domestic Money Monitoring System. The page header includes the bank's logo and name. A navigation menu on the left lists 'Home', 'Reports', 'Activation Site', 'Admin Site', and 'My Workspace'. The main content area shows a table for assigning roles to a user. The user 'user_13' is selected. The table has three columns: 'Group Description', 'Assign', and 'Active'. The 'Bank Reviewer - IB' role is assigned and its status is 'New'. The 'Bank Administrator' and 'Bank Reporter - IB' roles are not assigned. Below the table are 'Save' and 'Cancel' buttons. A footer note states: '* No activation required for role un-assigning. It will be applied immediately. * The Assignment that is not active must be removed.' The page also includes a copyright notice for 2009 and links for 'Main Menu' and 'View Contacts'.

Assign User to User Group
Admin Site\User Management\Assign User to User Group

User Name:

Group Description	Assign	Active
Bank Reviewer - IB	<input checked="" type="checkbox"/>	New
Bank Administrator	<input type="checkbox"/>	
Bank Reporter - IB	<input type="checkbox"/>	

* No activation required for role un-assigning. It will be applied immediately.
* The Assignment that is not active must be removed.

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[Main Menu](#)
[View Contacts](#)

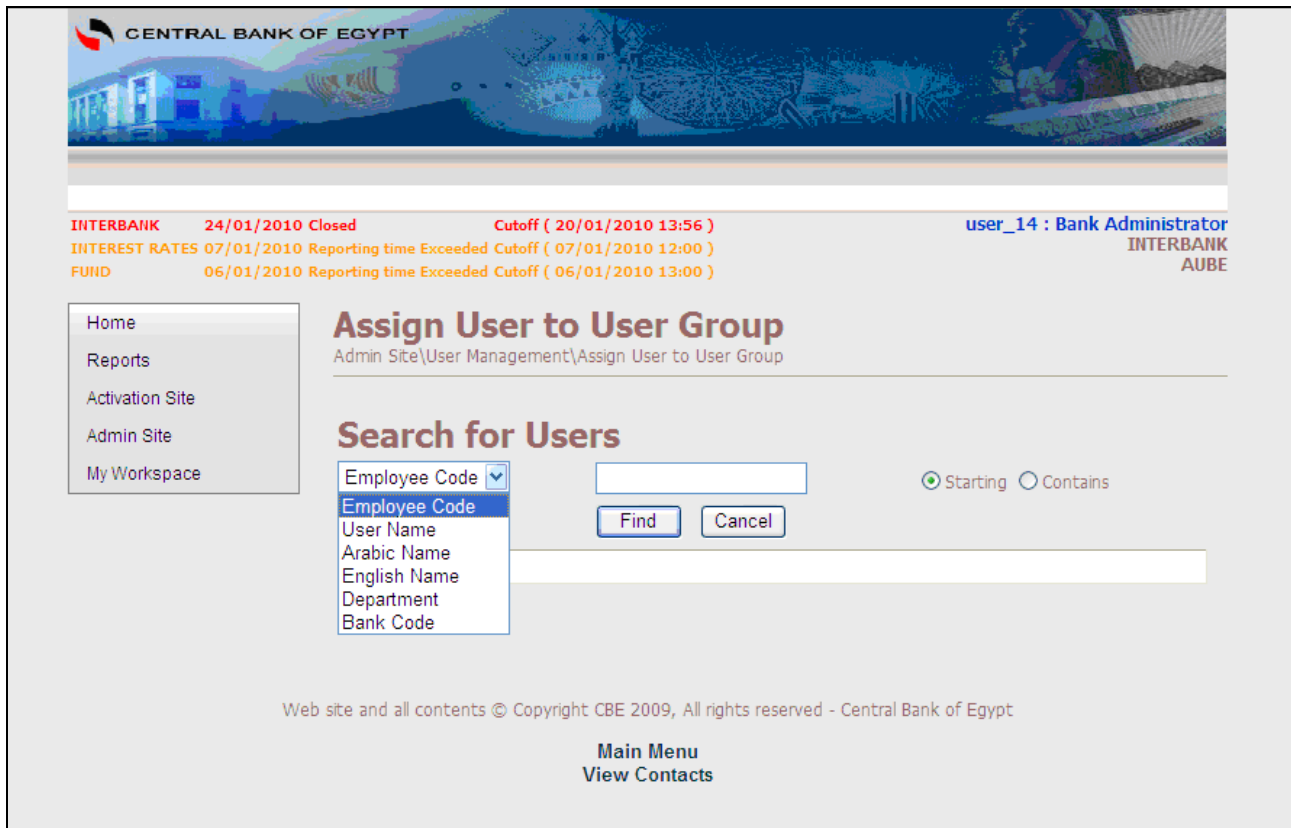
- 4- In the 'Assign' column, Put a check mark in the check box next to the group you want to assign to the selected user either Bank Reporter_IB or Bank Reviewer_IB. This assignment will be on the subsystem chosen by Bank Admin to log in (In this case Interbank).
- 5- Press **Save**.
- 6- In the 'Active' column, the status of the newly assigned role will change to **New** (as shown)
- 7- Bank Admin must activate the assignment [as described in 4.2.6](#) to allow the user to work with the new role.

N.B. Both Bank Reviewer and Bank Reporter privileges can be assigned to the same user, but a single user can not perform both Uploading and reviewing actions to the same input file report.

Domestic Money Monitoring System – User Manual

- To search for users with different search criteria, Bank Admin can use the "Find" function by pressing "**Find**" in the 'Assign users to user group' page.

The following screen will appear:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_14 : Bank Administrator
INTERBANK
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)
FUND 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00)
AUBE

Home
Reports
Activation Site
Admin Site
My Workspace

Assign User to User Group

Admin Site\User Management\Assign User to User Group

Search for Users

Employee Code ☒ Starting ☐ Contains

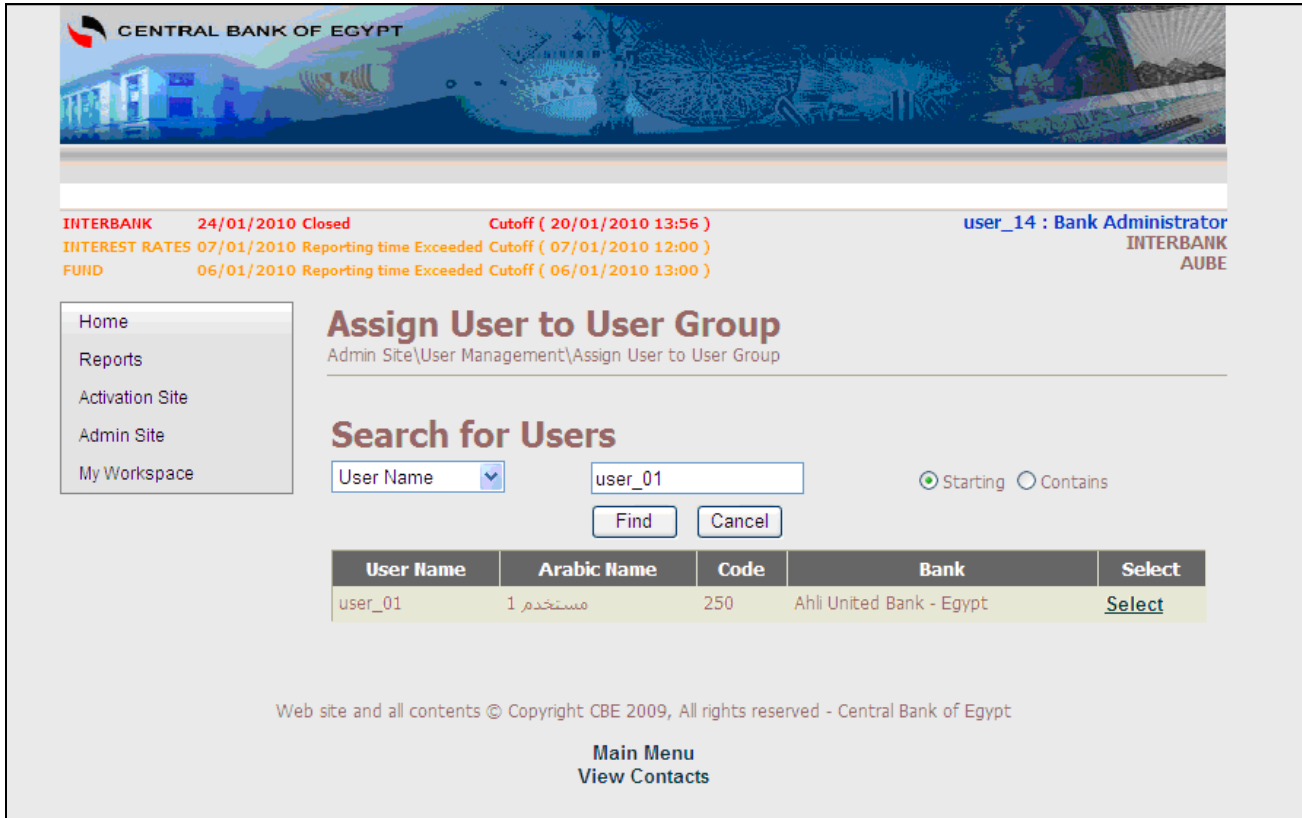
Employee Code
User Name
Arabic Name
English Name
Department
Bank Code

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Main Menu
View Contacts

- 3- From the combo box, select the required search criteria.
- 4- In the empty field, enter the respective name or Code to show the required list of users.
- 5- Press "**Find**"

The following table will appear showing a list of the required users and their details:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_14 : Bank Administrator
INTERBANK AUBE
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)
FUND 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00)

Home
Reports
Activation Site
Admin Site
My Workspace

Assign User to User Group

Admin Site\User Management\Assign User to User Group

Search for Users

User Name ☒ Starting ☐ Contains

User Name	Arabic Name	Code	Bank	Select
user_01	مستخدم 1	250	Ahli United Bank - Egypt	Select

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[Main Menu](#)
[View Contacts](#)

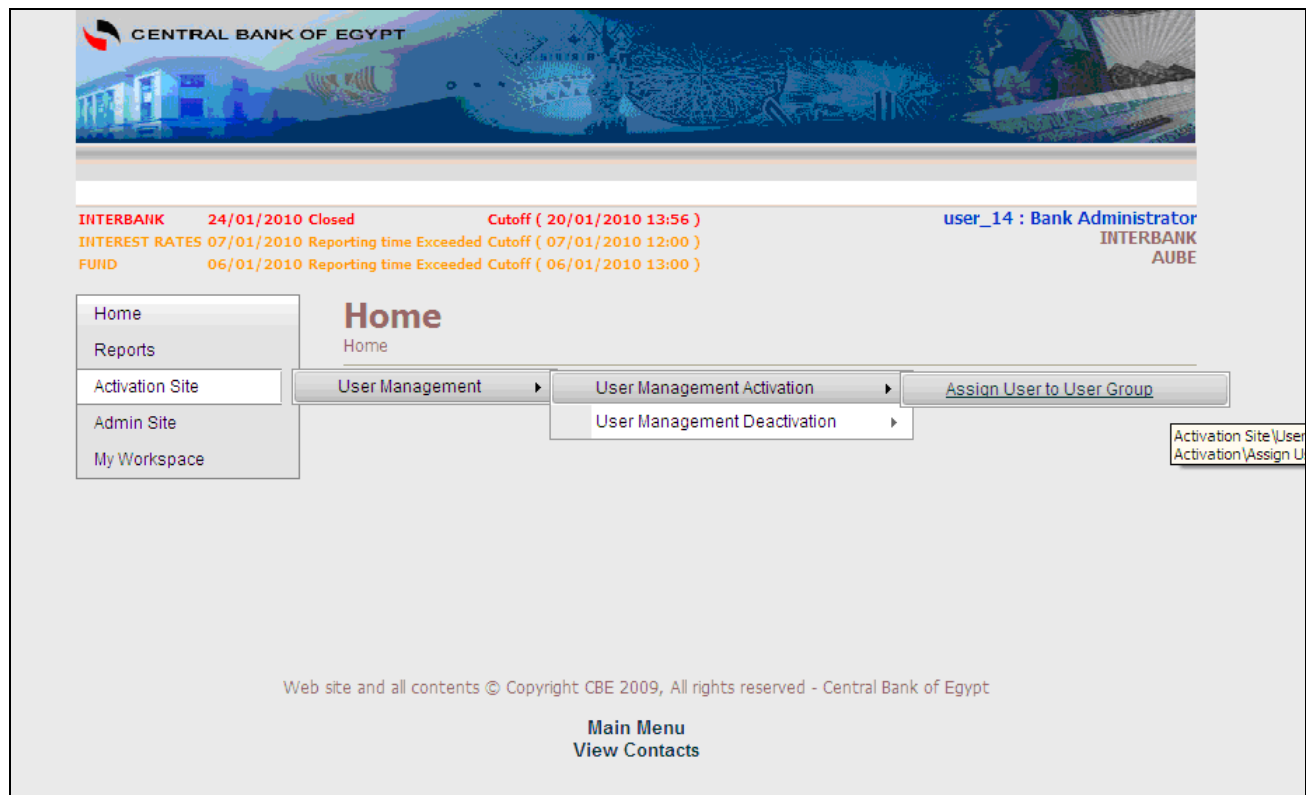
- 6- Press select, to select the user you want to assign to a group.
- 7- Follow the same steps [described in 4.2.5](#)

4.2.6. Activate the assigned group to users

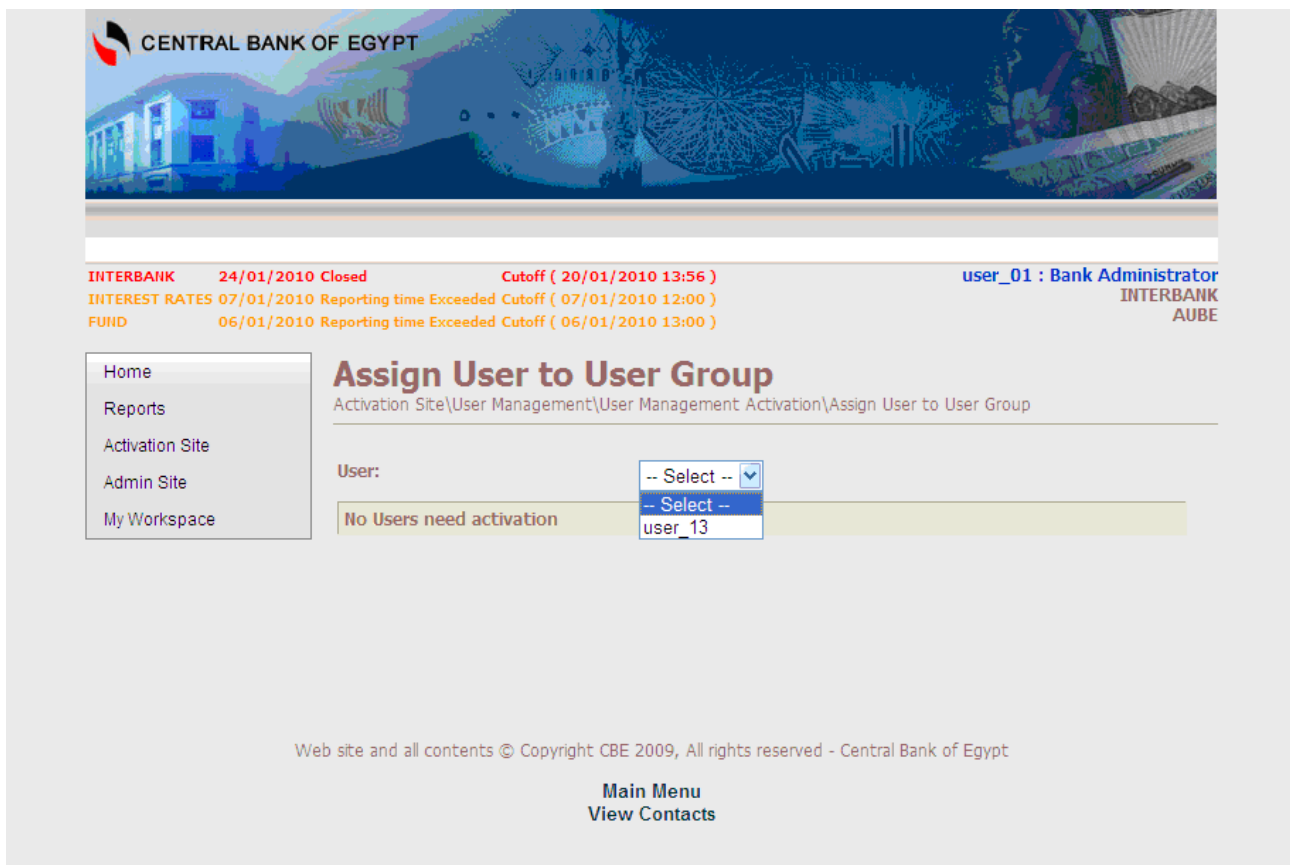
This function allows Bank administrator to activate the assigned group to users.
Any assigned role must be activated by bank admin to allow user to use it.

How to?

- 1- Logon to the DMMS as "Bank Admin "using your system credentials.
- 2- From the Menu select '[Admin Site](#)' → '[User Management Activation](#)' → '[Assign User to User Group](#)'



The following screen will appear:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_01 : Bank Administrator
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) INTERBANK
FUIID 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00) AUBE

Home
 Reports
 Activation Site
 Admin Site
 My Workspace

Assign User to User Group

Activation Site\User Management\User Management Activation\Assign User to User Group

User: -- Select --
 -- Select --
 user_13

No Users need activation

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[Main Menu](#)
[View Contacts](#)

- From the combo box select the required user. Only users with assigned roles waiting to be activated will appear in this list.
- The following table will appear:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_01 : Bank Administrator
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) INTERBANK
FIUID 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00) AUBE

Home
Reports
Activation Site
Admin Site
My Workspace

Assign User to User Group

Activation Site\User Management\User Management Activation\Assign User to User Group

User: user_13

Group	Assigned	Action
Bank Reporter - IB	New	Activate
Bank Administrator	No	
Bank Reviewer - IB	No	

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[Main Menu](#)
[View Contacts](#)

The table shows:

- The group of Functions.
- The Assignment status:
 - ⇒ **New**: assigned and waiting to be activated.
 - ⇒ **No**: Not assigned.
 - ⇒ **Yes**: Assigned and active.
- The Action required:
 - ⇒ **Activate**: to activate New assignments.
- Press "Activate" to activate the New role.
- The status in the 'Assigned' column for the respective group will change to **YES**

4.2.7. De-activate the assigned group to users

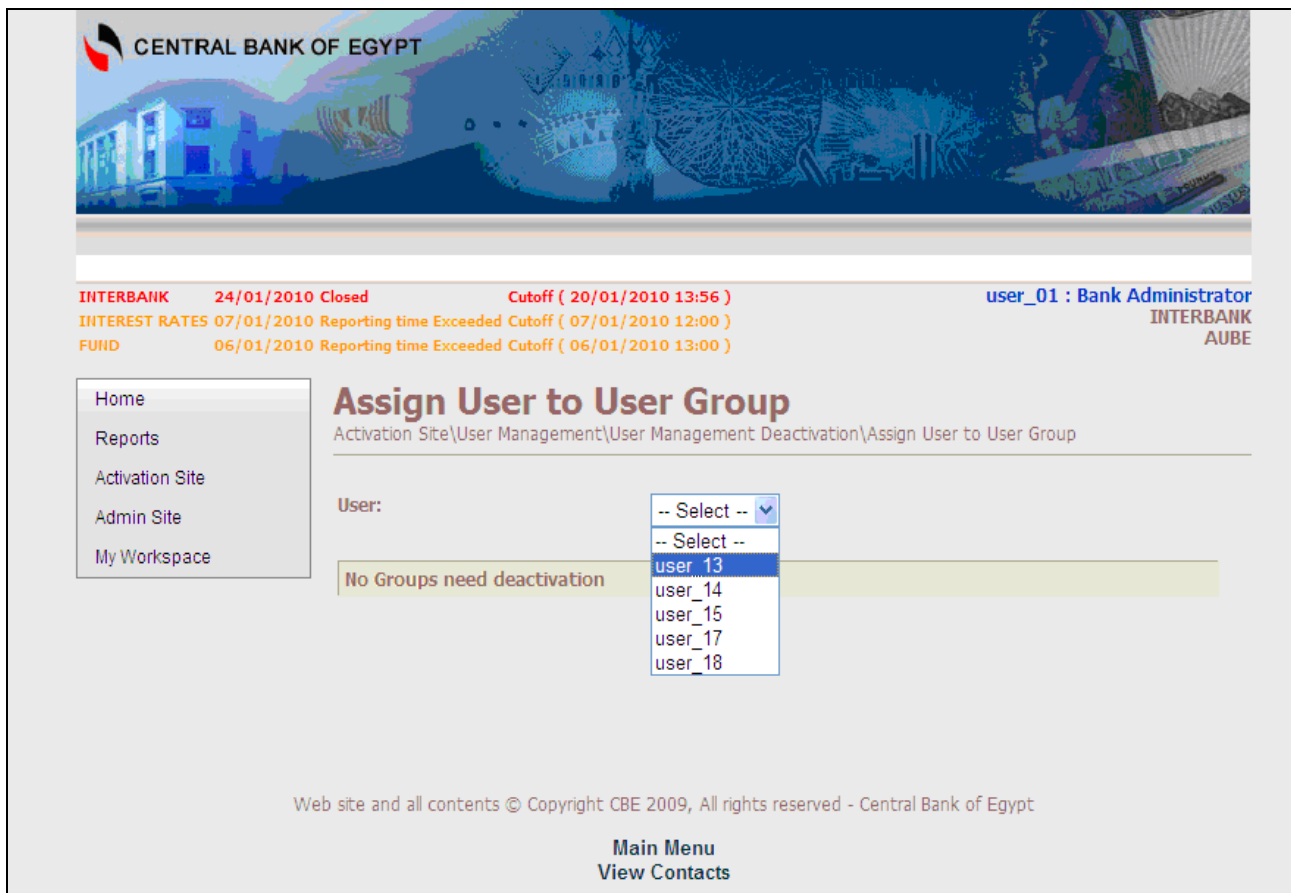
This function allows Bank administrator to de-activate the assigned group from users.
i.e. Remove Users' privileges (Access Level) over a specific subsystem.

How to?

- 1- Logon to the DMMS as "Bank Admin "using your system credentials.
- 2- From the Menu select '[Admin Site](#)' → '[User Management Deactivation](#)' → '[Assign User to User Group](#)'



The following screen will appear:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_01 : Bank Administrator
INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) INTERBANK
FUND 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00) AUBE

Home
 Reports
 Activation Site
 Admin Site
 My Workspace

Assign User to User Group

Activation Site\User Management\User Management Deactivation\Assign User to User Group


User: -- Select --
 -- Select --
 user_13
 user_14
 user_15
 user_17
 user_18

No Groups need deactivation

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[Main Menu](#)
[View Contacts](#)

- 3- From the combo box select the required user. Only users with assigned roles will appear in this list.
- 4- The following table will appear:



CENTRAL BANK OF EGYPT

INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56) user_14 : Bank Administrator
 INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00) INTERBANK
 FUND 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00) AUBE

Home
 Reports
 Activation Site
 Admin Site
 My Workspace

Assign User to User Group

Activation Site\User Management\User Management Deactivation\Assign User to User Group

User: user_13

Group	Assigned	Action
Bank Administrator	No	
Bank Reporter - IB	Yes	Deactivate
Bank Reviewer - IB	No	

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[Main Menu](#)
[View Contacts](#)

The above table displays:

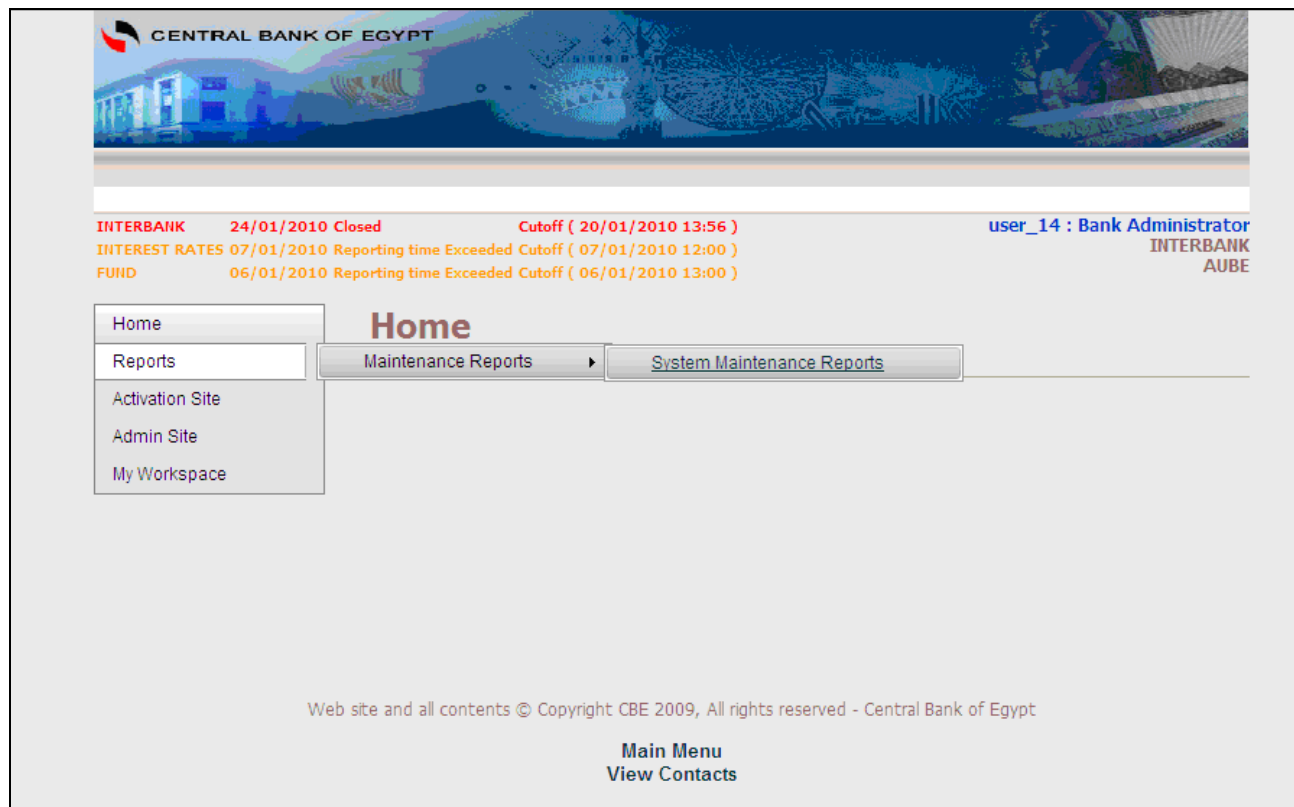
1. The group of Functions.
 2. The Assignment status:
 - ⇒ **No**: Not assigned.
 - ⇒ **Yes**: Assigned and active.
 3. The Action required:
 - ⇒ **Deactivate**: to deactivate active assignments.
- 5- Press "**Deactivate**" to deactivate the assigned role.
 - 6- The status in the 'Assigned' column for the respective group will change to **No** , Indicating that this user ('user_13' into our example) has no longer the mentioned privilege (Bank Reviewer into our example) over the above mentioned subsystem ('Interbank' in our example)

4.2.8. Review System maintenance reports

These reports are viewed by "Bank Administrators" and allow them to view a list of the bank's users with their data and privileges on the **DMMS**.

How to?

- 1- Logon to the DMMS as 'Bank Admin' using your system credentials.
- 2- From the Menu select '[Reports](#)' → '[Maintenance Reports](#)' → '[System Maintenance Reports](#)'.



The following screen will appear:



CENTRAL BANK OF EGYPT
مركز النقد والائتمان



INTERBANK 24/01/2010 Closed Cutoff (20/01/2010 13:56)

INTEREST RATES 07/01/2010 Reporting time Exceeded Cutoff (07/01/2010 12:00)

FUND 06/01/2010 Reporting time Exceeded Cutoff (06/01/2010 13:00)

user_14 : Bank Administrator

INTERBANK

AUBE

[Home](#)
[Reports](#)
[Activation Site](#)
[Admin Site](#)
[My Workspace](#)

System Maintenance Reports

Reports\Maintenance Reports\System Maintenance Reports

 **System Maintenance Reports**
 **Users**
 **Groups**
 **Users assigned groups**

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[Main Menu](#)
[View Contacts](#)

The following is an example of each of the above reports:

List of Bank Users

Print Date : 11/04/2010 11:38 am

User Name : user_14

Report ID : DMMS_SEC_USER

Page : 1 of 1

Central Bank of Egypt

Users

Ahli United Bank - Egypt

User Name	Department	User ID	Emp Code	Arabic Name	English Name	User Status	Expiry Date	Telephone	Extension	Mobile	Email
user_13	Accounting	39	290	استيفاء	user_13	Active					
user_14	Accounting	40	290	استيفاء	user_14	Active					
user_01	Accounting	25	290	استيفاء	user_01	Active					
user_15	Accounting	65	290	استيفاء	user_15	Active					
user_17	Accounting	67	290	استيفاء	user_17	Active					
user_18	Accounting	68	290	استيفاء	user_18	Active					

List of User Groups (Access Levels) members and their status

Back

1 / 2 100%

Print Date : 11/04/2010 11:39 am
 User Name : user_14
 Report ID : DMMS_SEC_GROUP
 Page : 1 of 2

Security Groups

Central Bank of Egypt

Bank Name : البنك الأهلي المتحد
 Group ID : 8 Bank Reporter - IR

Emp Code	Arabic Name	English Name	User Status	Expiry Date	Department Name
250	مستخدم 13	user_13	ACTIVE		Accounting
250	مستخدم 15	user_15	ACTIVE		Accounting

Count : 2

Group ID : 9 Bank Reviewer - IR

Emp Code	Arabic Name	English Name	User Status	Expiry Date	Department Name
250	مستخدم 14	user_14	ACTIVE		Accounting
250	مستخدم 17	user_17	ACTIVE		Accounting
250	مستخدم 18	user_18	ACTIVE		Accounting

Count : 3

Group ID : 15 Bank Administrator

Emp Code	Arabic Name	English Name	User Status	Expiry Date	Department Name
250	مستخدم 14	user_14	ACTIVE		Accounting
250	مستخدم 1	user_01	ACTIVE		Accounting

Print Date : 11/04/2010 11:39 am
 User Name : user_14
 Report ID : DMMS_Users_Assigned_groups
 Page : 1 Of 2

Users' assigned groups

Central Bank of Egypt

Ahli United Bank - Egypt

User Name	Department	Emp Code	Arabic Name	English Name	Status	Expiration
user_01	Accounting	250	مستخدم 1	user_01	Active	
Assigned groups		Status				
Bank Administrator		Active				

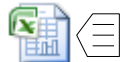
user_13	Accounting	250	مستخدم 13	user_13	Active	
Assigned groups		Status				
Bank Reporter - F		Active				
Bank Reporter - IB		New				
Bank Reporter - IR		Active				

user_14	Accounting	250	مستخدم 14	user_14	Active	
Assigned groups		Status				
Bank Administrator		Active				
Bank Reviewer - F		Active				
Bank Reviewer - IR		Active				

5. APPENDICES:

5.A. System Static Data

The document attached is just a sample of System static data; the latest (updated) static data is available through the DMMS system itself – System Maintenance reports section.



Sample of DMMS
static data.xls

5.B. Input files upload process-Error messages

Error description	Displayed Error Message
1- General Errors	
Error in the report header, Cell A1	Sheet summary and its header value are not identical
Business date in the report does not match the opened day on the system	Invalid Business Day
The Bank ID is not found OR not active	Invalid Bank ID
The currency ID is not found	Invalid CURRENCY ID '
Number of digits after the decimal point exceeded the allowed no. for numeric values	Numeric / Fractional length exceeded.
Number of digits after the decimal point exceeded the allowed no. for percentage values	Percentage / Fractional length exceeded.
2- Fund Module errors	
The Fund ID is not found OR not active	Invalid Fund ID
The Investment Manager ID OR not active	Invalid Investment Manager ID
The Fund Type ID is not found OR not active	Invalid Fund Type ID
The Fund Sub Type ID is not found OR not active	Invalid Fund Sub-type ID'
Fund's current amount doesn't equal the total Asset Allocation OR Current amount doesn't equal Total Holdings.	'FUND AMOUNT FAILED, '
No of certificates must equal : previous no + new certificates – Redeemed certificates	'FUND CERT FAILED, '
Error in the Fund Data: Investment manager, Type, Sub-type,..	Mismatching Fund Data
The specified yield is out of the accepted range.	ASSET TBONDS YIELD FAILED, ' 'ASSET CBONDS YIELD FAILED, ' 'ASSET TBILLS YIELD FAILED, ' ...
Method of calculation must be HTM OR MTM OR empty.	Invalid Method Of Calculation.
3- Interbank Module:	
The Lender Bank ID is not found OR not active	Invalid Lender ID
The Borrower Bank ID is not found OR not active	Invalid Borrower ID
The Interbank data doesn't match the data received from the other bank.	'INTERBANK DATA MISS MATCH, '
Check that MATURITY_DATE = START_DATE + NUMBER_OF_DAYS	Invalid MATURITY Date
The Category ID is not found OR not active OR Incorrect	Invalid CATEGORY ID
The type of Deal must be 'N' OR 'R'	Invalid TYPE OF DEAL
4- Interest Rates Module:	
The type of Deal must be 'L' OR 'D'	Invalid TYPE OF DEAL

5.C. Input reports Templates

5.C.1. **Funds Input file**



Fund Template
v001-28042010.xls

5.C.2. **Interbank Input File**



Interbank Template
v001-28042010.xls

5.C.3. **Interest Rates Input File**



Interest Rate
Template v001-28042