



Challenge LEI Data

Manual

December 2019 GLEIF

Overview

Using the challenge service, you may tell an LEI Issuer to add, remove or change LEI data.

- In order for your update request as a challenger to be processed you must:
 - Provide evidence to support your claim
 - Provide comments and descriptions in English
- Proposed values for content in another language may be expressed in that language; otherwise English is expected
- You can also leave free-text comments to explain your proposed changes.

The challenge service includes:

- Legal entity business card details
- Legal entity parent relationship details
- Possible issues with the validation of the legal entity itself under LEI code:
 - exclusivity of registration or
 - eligibility for an LEI
- Link to challenge direct and ultimate child records



How do I enter a challenge?

The general workflow is always as follows:

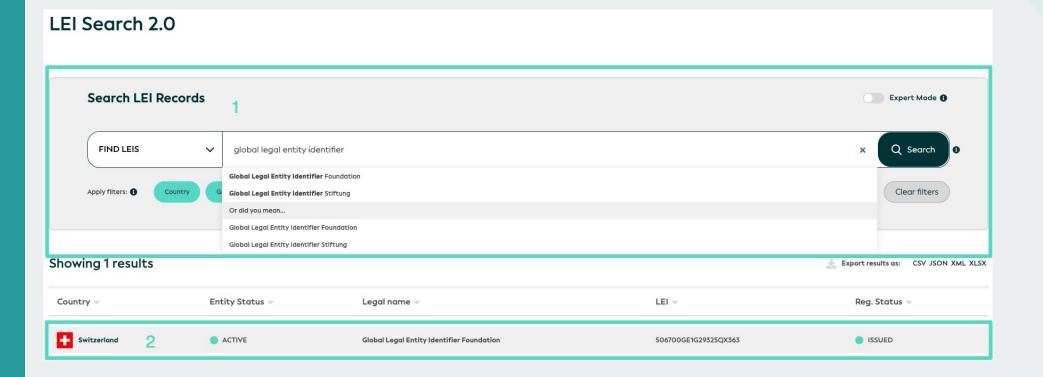
- Select the LEI Record to challenge
- 2. Enter challenge view
- 3. [Login or register] (as required)
- 4. Select challenge type
- Update the data and save your changes
- 6. Review your changes and provide evidence
- 7. Submit the challenge





Select the LEI Record to challenge

- 1. Use the LEI Search tool to find the correct LEI Record.
- 2. Select the LEI Record you wish to challenge to see its full details.

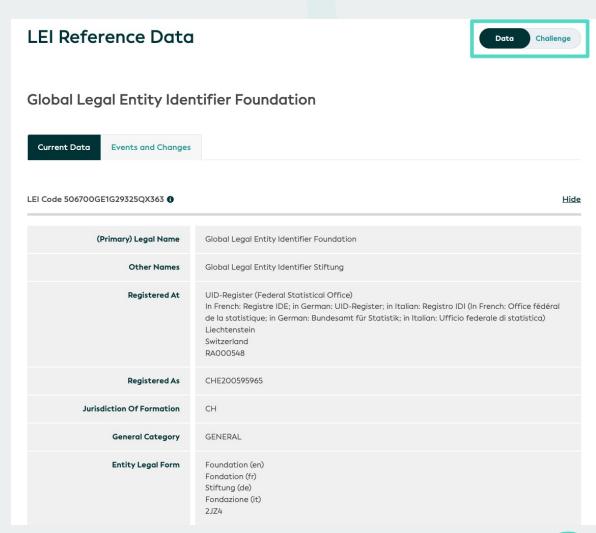




Enter challenge view

Once you have found the LEI Record you wish to challenge

Select the "Challenge" value via the switch button to enter challenge view.

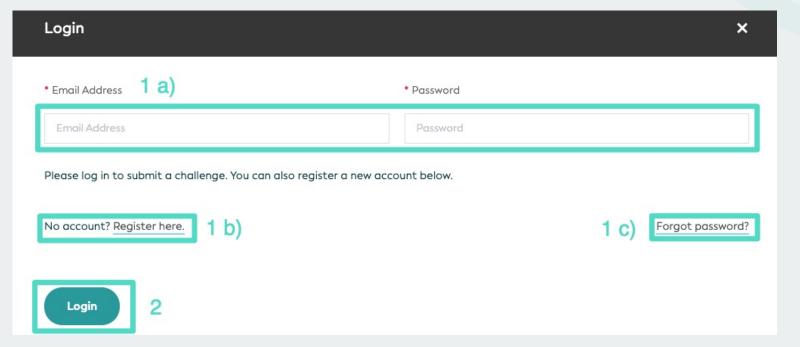




Login or register

If you have already registered an account and logged in, you can skip below steps.

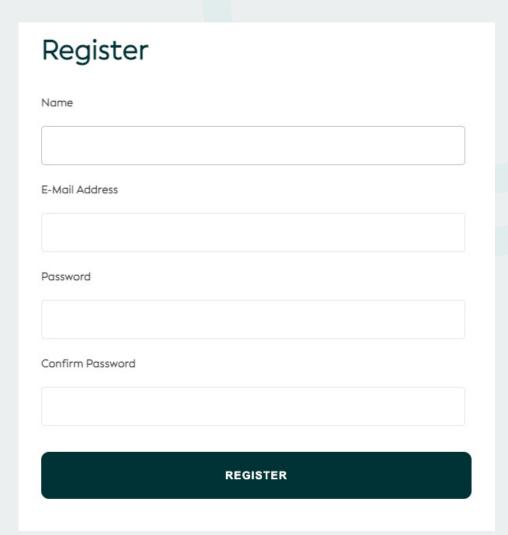
- 1. Enter your unique account details:
 - a) Enter your email address and password.
 - b) If you do not you have an account, register one before proceeding.
 - c) If you have an account but forgot your password, you can reset it.
- 2. Click the "Login" button.





Register new account

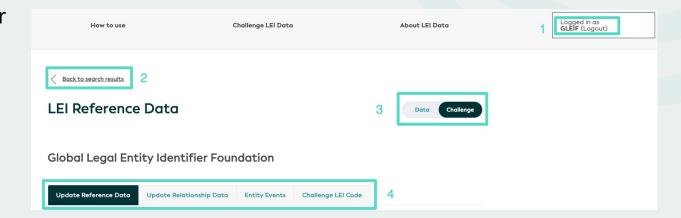
- You will need a valid email address and a password.
- Your password must contain at least 8 characters.
- Enter all of the registration information.
- Click the "Register" button to proceed.
- You will receive an email at the provided address.
 Please follow the instructions to activate your account.





Once you have entered the challenge view, you see following options:

- 1. "Logout" exit challenge view.
- 2. "Back to search results" return to the results of your search.
- "Challenge"
- 4. The challenge type selector (three tabs), comprising:
 - "Update Reference Data"
 - "Update Relationship Data"
 - "Challenge LEI Code"
- 5. Reference and Relationship Data can be challenged at the same time but not together with the LEI Code.





Update Reference Data

To challenge a data field, click on it. This will open a dialog for providing a new value.

- Simple fields like Entity Status can be challenged by proposing only one new value.
- Some fields such as BIC Code cannot be challenged. They are highlighted differently.





Update simple field

- Provide a new value (different from the old value) mandatory.
- Add comment explaining this proposal optional.
- Click "Save" to keep your proposal and return to the data overview.
- If you do not wish to keep your proposal, or if you cannot provide the mandatory information, click the "X" to return to the data overview (without keeping any of the proposed changes).



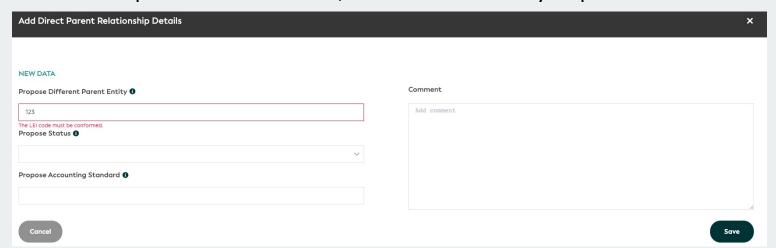
 Once saved, you can still revert any of the proposed changes before submitting the entire challenge by clicking on





Update complex field / Add Parent Relationship Data

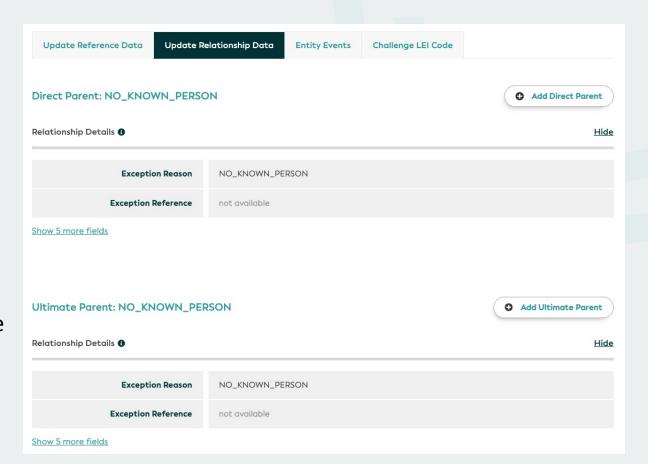
- Provide ALL mandatory information for this field. E.g., you MUST provide a valid LEI code, already part of the Global LEI Repository, when you suggest an additional Relationship Record
- Click "Save" to keep your proposal and return to the data overview.
- If you do not wish to keep your proposal, or if you cannot provide the mandatory information, click the "X" to return to the data overview (without keeping any of the proposed changes).
- Each complex field has its own, different mandatory requirements.





Update Relationship Data

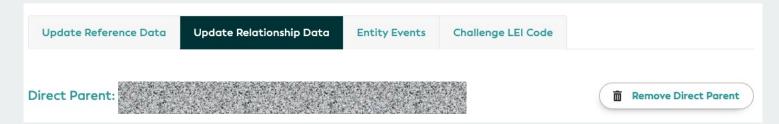
- Five types of relationship information can be present:
 - Direct parent
 - Ultimate parent
 - Fund Manager
 - Umbrella Fund
 - Master Fund
- To add new Relationship Record, click on the button with the "+" symbol.
- Challenging fields in the Relationship Data works the same as for the Reference Data



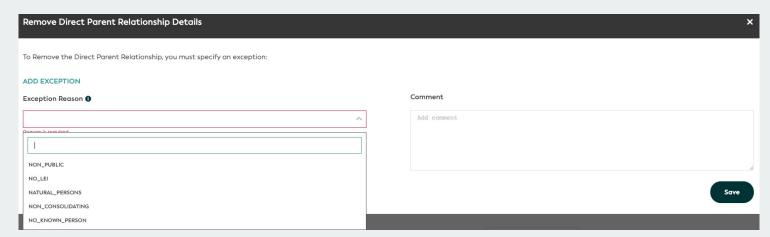


Remove Relationship Data

Remove an existing Relationship Record by clicking on the corresponding button



Propose an alternative Exception Reason

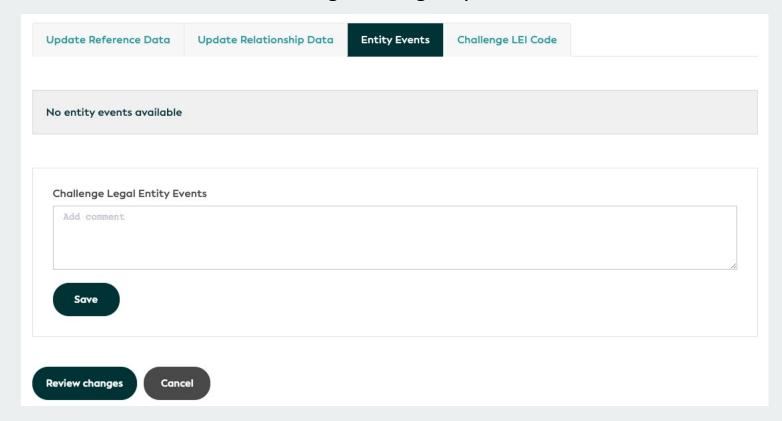


Save or Cancel your suggested changes by clicking on the corresponding button



Update Entity Events

- To trigger an update of existing entity event or suggest a new event, chose the tab "Entity Events"
- Just add a comment describing the insights you have





Challenge LEI Code

The "Challenge LEI Code" tab allows you to inform the LEI Issuer about issues with the LEI registration.

- There is another LEI registered for this entity.
 - You will be prompted to provide the LEI of the other registration for this entity.
- The entity as such is not allowed to have an LEI.
 - You will be prompted to provide an explanation why this entity would not be eligible for an LEI.





Save changes

When you completed updating the record, on the bottom of the page you can

- "Review changes" to proceed to the final submission stage, or
- "Cancel" to exit challenge view. All changes will be lost.

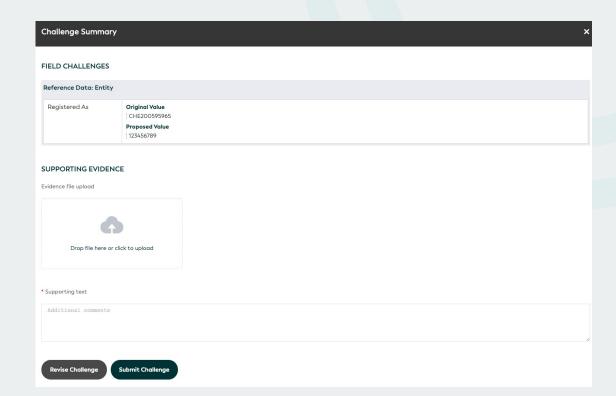


Please be aware that you can submit changes on Reference Data, Relationship Data and Entity Events all together, while challenges on LEI code are considered different type of challenges. Switching between the first group and LEI code challenges will lead to losing the information that has not been submitted yet.



Challenge summary

- Review changes to specific data fields.
 For each challenged field, the original value, the proposed new value and the comment (optional) will be displayed.
- Upload a file as evidence in support of your proposed changes. This is an optional step. Only certain file types are allowed.
- Add "Supporting text" explaining the proposed changes. This is mandatory and can also be used to provide evidence.
- Click "Revise Challenge" if you want to make changes or to cancel the challenge. Click "Submit Challenge" to finalize the challenge and send it to the LEI Issuer.





After submitting a challenge

- The Legal Entity Identifier (LEI) issuing organization who manages the challenged LEI data will receive your challenge.
- You will receive a summary and confirmation of your challenge via email.
- If the LEI issuing organization has questions regarding your challenge, the LEI issuer may contact you for clarification at the provided email address.
- The LEI Issuer is expected to process your challenge within 15 calendar days. You will receive a response at the provided email address once the challenge is resolved.



GLEIF Enabling global identity Protecting digital trust

Limitations

 Global Legal Entity Identifier Foundation, the Global Legal Entity Identifier Foundation logo are service marks of Global Legal Entity Identifier Foundation.