



TCMM 2.0

Agency User Guide

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Overview

The Treasury Collateral Management and Monitoring (TCMM) system is a centralized application operated by the Federal Reserve Bank to monitor securities pledged as collateral for the following two Treasury programs:

- 31 CFR Part 202 – Depositories and Financial Agents of the Federal Government
- 31 CFR Part 225 – Acceptance of Bonds Secured by Government Obligations in Lieu of Bonds with Sureties

This web-based application provides Financial Institutions (FI) and Federal Program Agencies (FPA) with online access to review pledged account balances and generate reports. In addition, it provides FPAs the ability to make collateral requirement updates for their restricted security accounts.

User Roles: Agency User

As an Agency user, you will have access to do the following transactions:

- Monitor Accounts
- Update and Verify ATBCs
- View Scheduled ATBC changes
- View ATBC Change History
- View Reports

Getting Started

Note: TCMM is a single sign on application using IBM Security Identity Manager (ISIM) for user provision to provide enhanced sign-on and password functionality to all Treasury applications.

The User Name, Treasury User ID, Logon ID and User ID are terms used interchangeably within the application when setting up additional users, or when changing passwords.

Log onto: <https://isim.fiscal.treasury.gov/itim/self>

- Remember to bookmark the site!
- The User ID and temporary password will be provided in two separate e-mails from ISIM.

- Enter the User ID and temporary password. You will be prompted to immediately change the password. See password guidelines in the next section.

PIV Card or iKey

Please make sure your card/iKey is plugged into the reader

LOGIN WITH YOUR PIV

SecurID

User ID

Passcode

LOGIN

User ID & Password

User ID (ITIM)

Password

LOGIN

WARNING WARNING WARNING

You have accessed a U.S. Government information system, which includes (1) this computer, (2) this network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. U.S. Government information systems are provided for the processing of official U.S. Government information only. Unauthorized or improper use of this information system is prohibited and may subject you to disciplinary action, as well as civil and criminal penalties. All data contained on U.S. Government information systems is owned by the U.S. Government and may, for the purpose of protecting the rights and property of the U.S. Government, be monitored, intercepted, recorded, read, searched, copied, or captured in any manner and disclosed or used for any lawful government purpose at any time. THERE IS NO RIGHT TO PRIVACY IN THIS SYSTEM. System personnel may give to law enforcement officials any potential evidence of crime found on U.S. Government information systems. USE OF THIS SYSTEM BY ANY USER, AUTHORIZED OR UNAUTHORIZED, CONSTITUTES YOUR UNDERSTANDING AND CONSENT TO THIS MONITORING, INTERCEPTION, RECORDING, READING, COPYING, OR CAPTURING AND DISCLOSURE.

- All first-time users will need to read and accept the **Rules of Behavior** for ISIM. These rules explain your responsibilities regarding your logon ID and password. If you reject the **Rules of Behavior**, you will be redirected to the logon screen and you will be unable to access the TCMM application. Users are encouraged to read the Legal and Privacy Notices that are specific to TCMM.

The Bureau of the Fiscal Service (Fiscal Service) Security Rules of Behavior (Rules of Behavior)

Rules of Behavior for Internal Users | Rules of Behavior for External Users

The Bureau of the Fiscal Service (Fiscal Service) Security Rules of Behavior (Rules of Behavior) for Internal Users

PURPOSE:

The Rules of Behavior define responsibilities and procedures for the secure use of Fiscal Service data, equipment, information technology (IT) systems, and facilities. By reading and signing the Rules of Behavior, Users (defined below) acknowledge their responsibility for complying with the Rules of Behavior.

SCOPE:

The Rules of Behavior apply to Users (not public users) who access or maintain any Fiscal Service data, equipment, IT systems, or facilities, regardless of location, e.g., at regular duty station, at telework, or on travel. Users are individuals who have access to Fiscal Service data, equipment, IT systems or facilities for the purpose of performing work on behalf of Fiscal Service. Examples of Users include, but are not limited to, Fiscal Service employees, employees of contractors, sub-contractors, and agents. At Fiscal Service's discretion, certain individuals who have access to Fiscal Service data, equipment, IT systems, or facilities may not be considered Users under this definition and as such may not be required to sign these Rules of Behavior. In addition to the rules and requirements contained within this document, Users should note that other federal laws and regulations apply when accessing Fiscal Service resources (e.g., licensing agreements and copyright laws), but are considered outside the scope of this document.

Users SHALL:

Follow these rules regarding Fiscal Service facilities:

- After the Rules of Behavior have been accepted, you will be directed to the **Answer Secondary Authentication Questions** and **Shared Secret** page of ISIM. You must answer three of the questions in order to access TCMM.
- After these questions have been answered, you must enter a **shared secret**. The **shared secret** is a value used to validate your identity should you require assistance in resetting your password. Although this value is a secret, it is OK to reveal the value to a TSC help desk administrator when resetting your account. The shared secret must be at least three characters long.
- After the shared secret has been entered, click **Next**.
- A confirmation page will be displayed, confirming that the following have been completed:
 - Fiscal Service Rules of Behavior Agreement and
 - Secondary Authentication Questions.

- Going forward, access the TCMM application <https://tcomm.fiscal.treasury.gov>. This is the location where you will enter your user ID and password to access the TCMM application.

WARNING
WARNING
WARNING

NOTE

You have accessed a U.S. Government information system, which includes (1) this computer, (2) this network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. U.S. Government information systems are provided for the processing of official U.S. Government information only. Unauthorized or improper use of this information system is prohibited and may subject you to disciplinary action, as well as civil and criminal penalties. All data contained on U.S. Government information systems is owned by the U.S. Government and may, for the purpose of protecting the rights and property of the U.S. Government, be monitored, intercepted, recorded, read, searched, copied, or captured in any manner and disclosed or used for any lawful government purpose at any time. THERE IS NO RIGHT TO PRIVACY IN THIS SYSTEM. System personnel may give to law enforcement officials any potential evidence of crime found on U.S. Government information systems. USE OF THIS SYSTEM BY ANY USER, AUTHORIZED OR UNAUTHORIZED, CONSTITUTES YOUR UNDERSTANDING AND CONSENT TO THIS MONITORING, INTERCEPTION, RECORDING, READING, COPYING, OR CAPTURING AND DISCLOSURE.

This system may contain Sensitive But Unclassified (SBU) data that requires specific data privacy handling requirements as dictated by law, mandate or government agency.

Password Guidelines

Passwords must be at least 12 characters; only two of those characters may be repeated. Passwords must include ALL of the following:

NOTE: The new password must satisfy the following requirements:

- Must be at least 12 characters and no longer than 25 characters.
- Must contain at least one uppercase letter.
- Must contain at least one lowercase letter.
- Must contain at least one numeric character.
- Must contain at least one special character from this set: !@#%&^*()_+ -=
- Must not repeat any of your last ten passwords.
- Must not have been your password in during the last ten days.
- Must not be a word in a language, slang, dialect, or jargon.
- Must not be related to personal identity, history, environment, or other personal associations.
- Must not be shared or displayed in plain view.

Important Note

Passwords should not be stored on your hard drive even if there is a “remember password” feature. Your password should never be shared with anyone else or used by anyone else. You are responsible for all activity that occurs under your User ID.

Password Use and Suspension

- Users will be logged out after 15 minutes of inactivity.
 - If a user attempts to perform a function in TCMM after 15 minutes of inactivity, the logon page will appear for the user to log on again. The user should then log back in.
- Users will be suspended after three unsuccessful attempts to log on and will need to contact the Treasury Support Center to receive a temporary password. Temporary passwords are system-generated and will be e-mailed by ISIM.
- Passwords will expire every 120 days. Users who have not changed their password within 90 days will be automatically directed to the Password Change Request page after logging onto TCMM.
- TCMM access will be inactivated after 120 days of inactivity and suspended automatically after 13 months of inactivity. Please log on to the system regularly to ensure your access is maintained.
- If you choose to change your password, go to TCMM's logon page and choose **Change Password** in the upper right corner.
- Passwords should not include information stored in your profile.
- An identical password cannot be used for ten consecutive password changes.
- **You should always exit TCMM by selecting the Log Out link.** If you close your browser without clicking the Log Out link, you will remain logged on for a 15-minute period. **After you log out, be sure to close the browser.**

Forgot Password or User ID

If you have forgotten your password, go to the TCMM website and click on **Forgot Password**.

1. Enter your User ID. Click **Next**.
2. Answer the secondary authentication questions correctly and click **Next**. If the secondary authentication questions are answered incorrectly, after the third failed attempt, you will receive notice that you must contact the Treasury Support Center.
3. Enter and confirm your new password. Click **Next**.
4. Click **Finish**. Begin using your new password the next time you sign onto TCMM.
5. Be sure to close all of your browser windows before logging

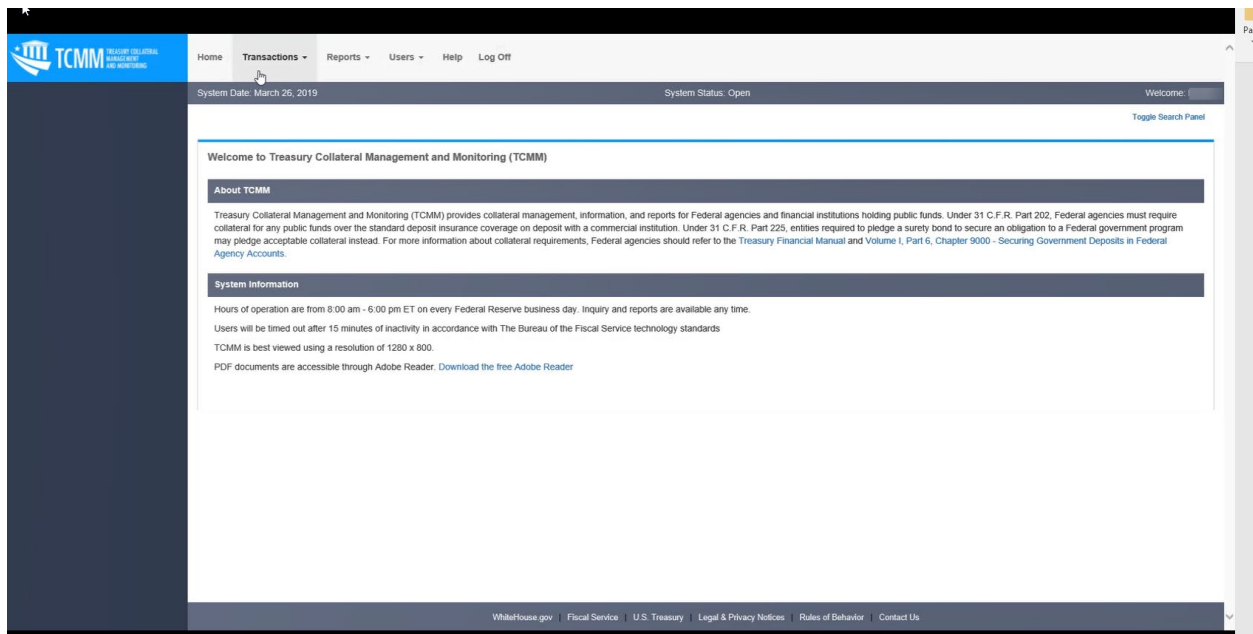
into TCMM again. If you have forgotten your User ID, go to the

TCMM website and click **Forgot User ID**.

1. Enter your e-mail address and click **Next**.
2. Your User ID will be emailed to you by ISIM.
3. Click **Finish**.

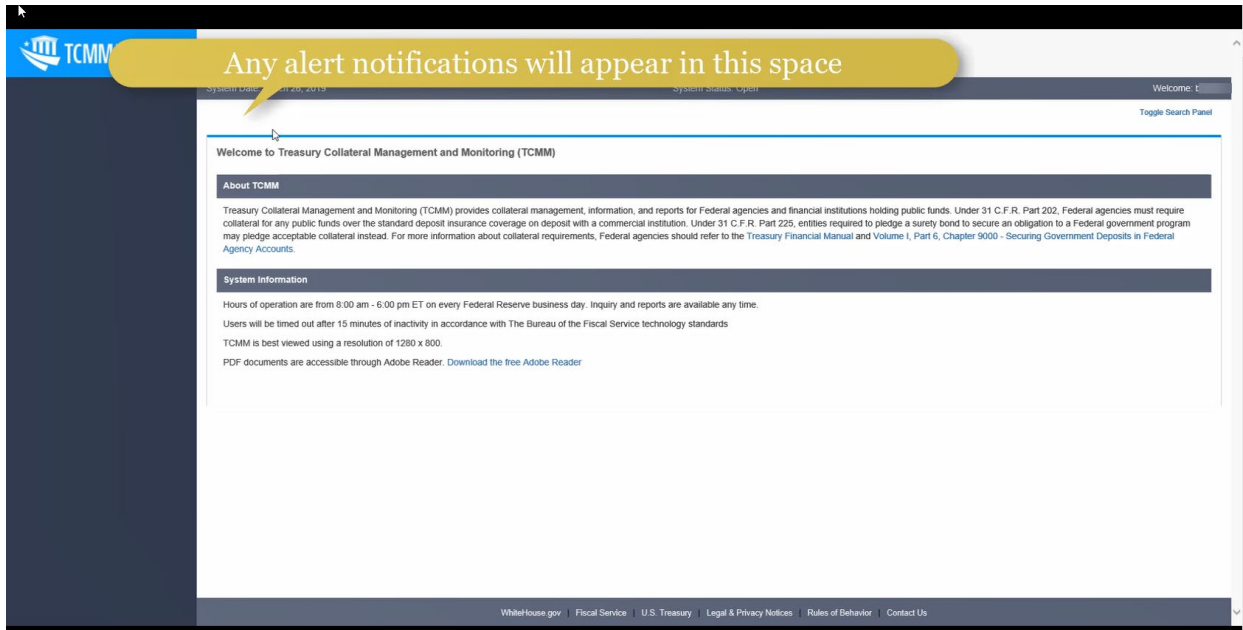
Welcome Home Page and Menus for an Agency User

The menu will be built based on the permissions assigned to the user. Any alert notices will display above the Welcome. All users will have 'Home', 'Users' → 'Change Password', 'Help' and 'Logoff'.



Alert Notices

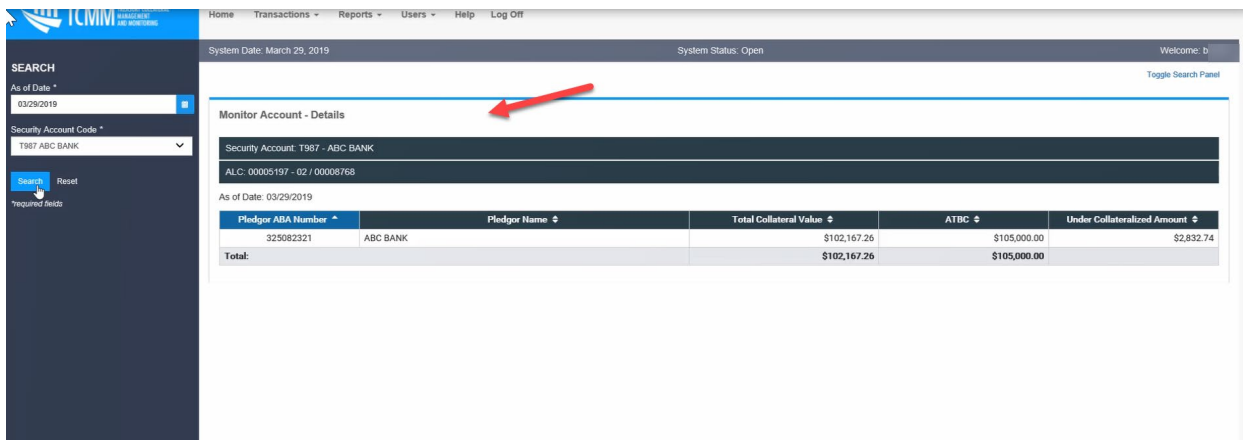
Any alert notices will display above the "Welcome" of the home page. This will contain information about new releases, if the system is unavailable for maintenance or any notification that you need to be made aware of when logging into the system.



Transactions

Monitor Account

Monitor Account allows the user to see the balances of ATBC values and Collateral Values for the As of Date that is chosen on the search. The Security Account Code in the list is defaulted to the list of Security Accounts the Agency user has permission to view.

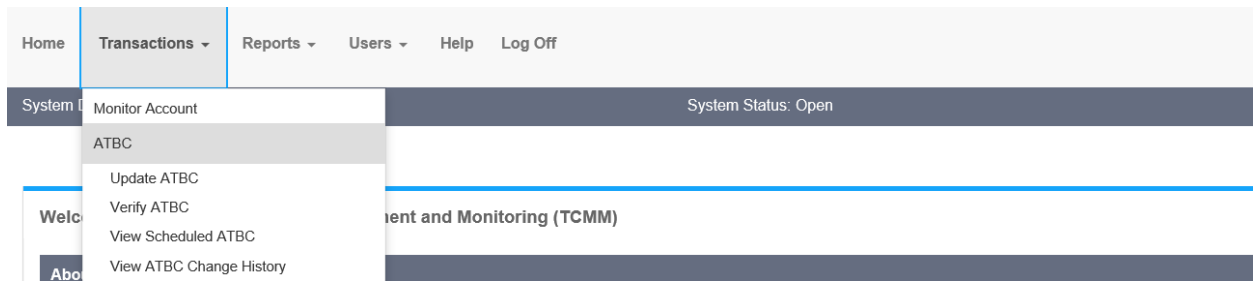


ATBC Changes

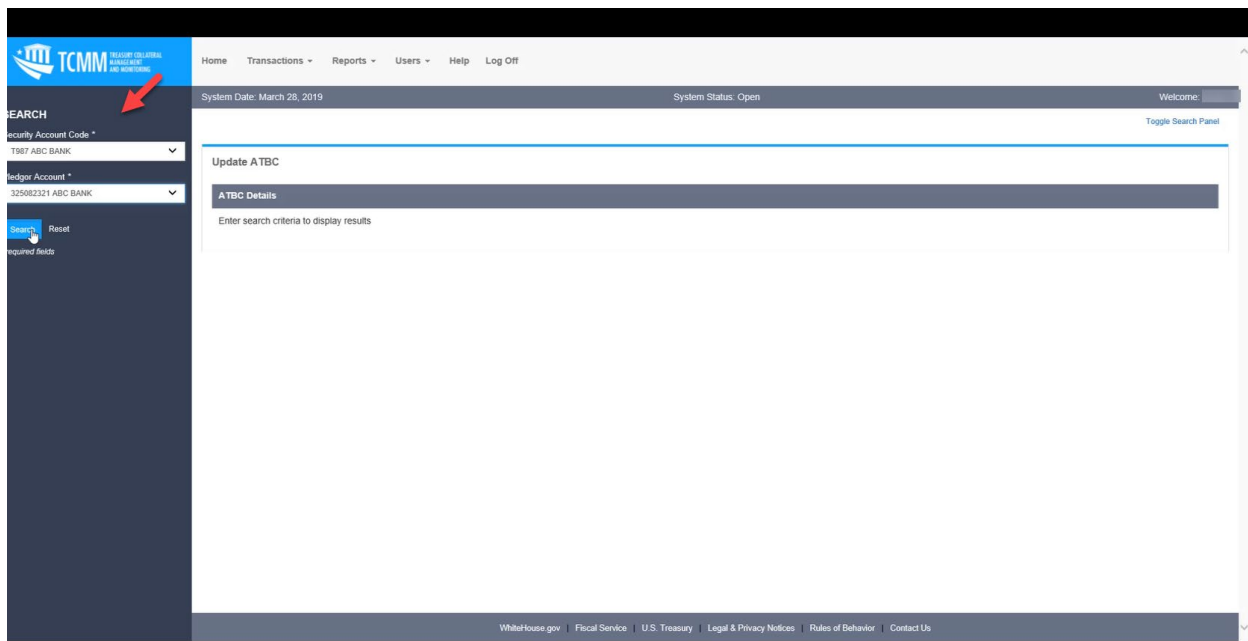
ATBC changes can be entered and verified by one or two people. Agencies choose Single or Dual verification when they submit the TCMM Agency Access Authorization Form. ATBC changes can be entered and verified any time during the day.

Update ATBC

1. Go to “Transaction” and under “ATBC”, select “Update ATBC”.

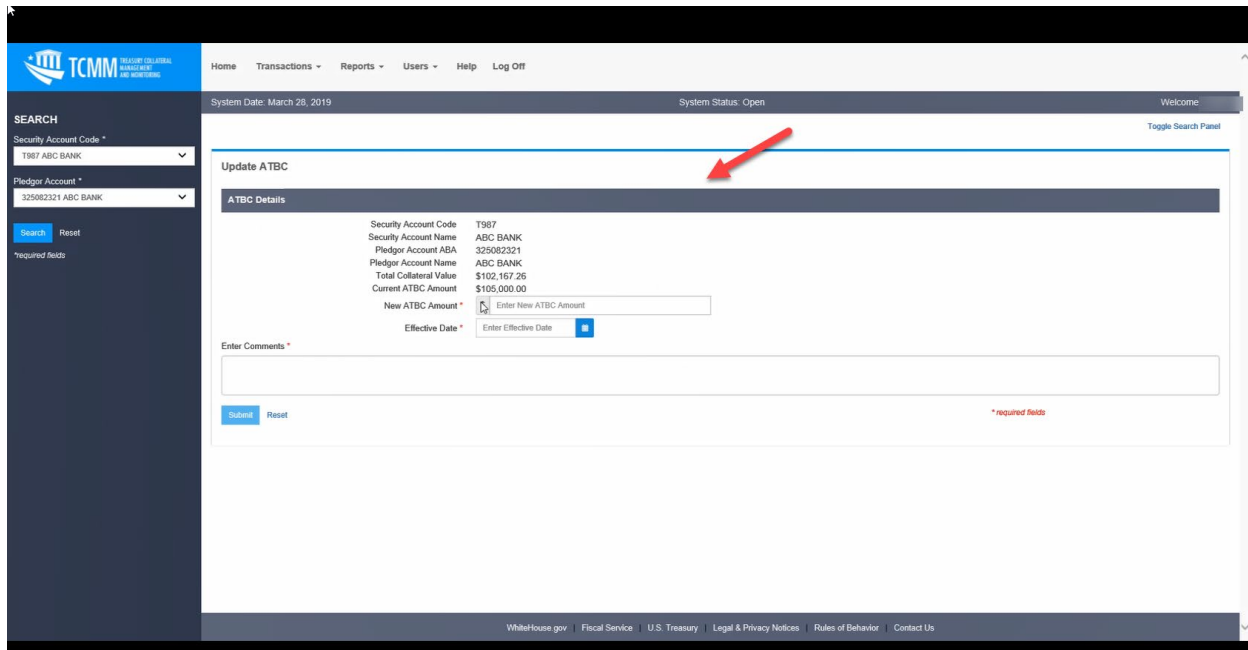


2. The page will load with a list of the Security Accounts that the Agency user has permission to

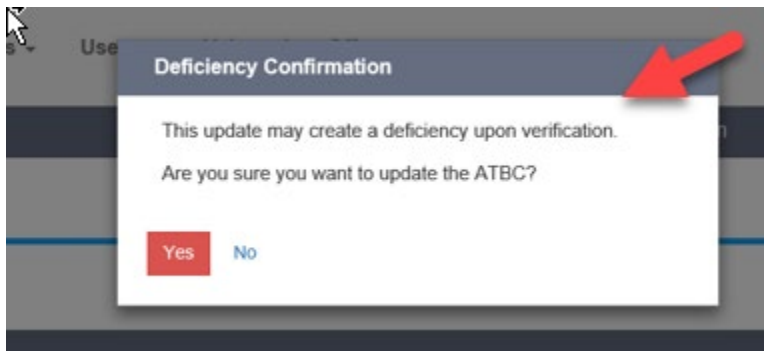
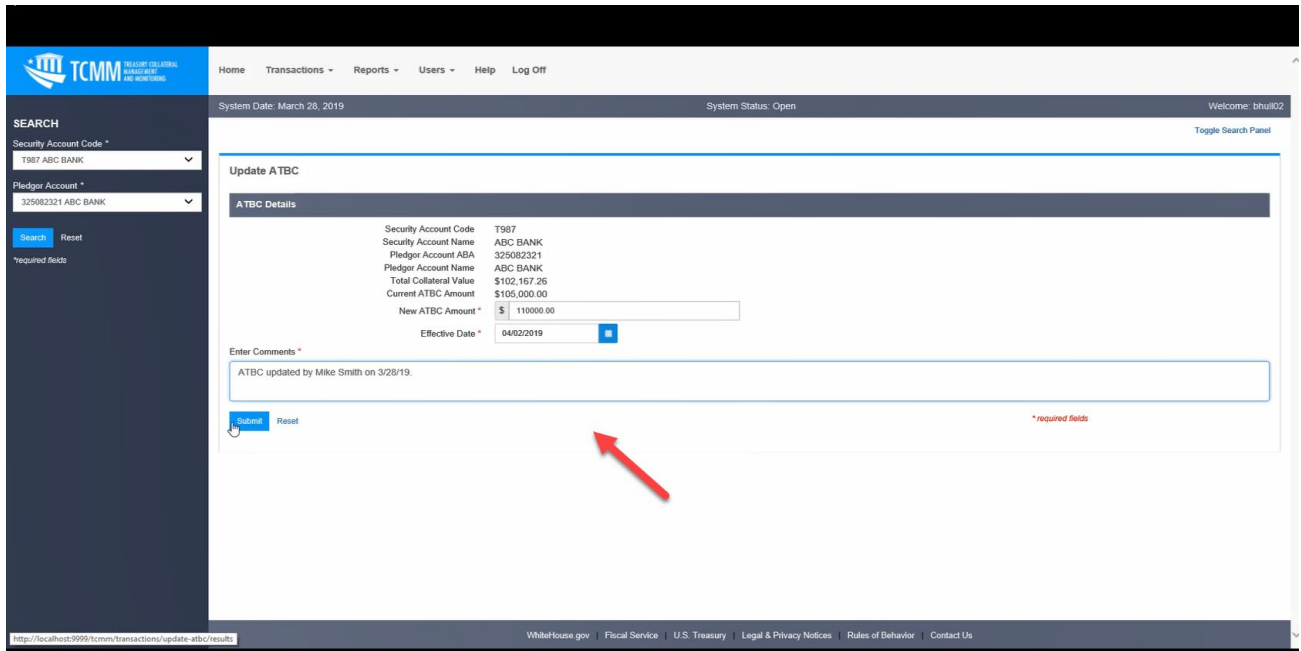


3. If the user selects a “Security Account Code” and clicks “Search” the list of associated Pledgor Accounts is displayed.

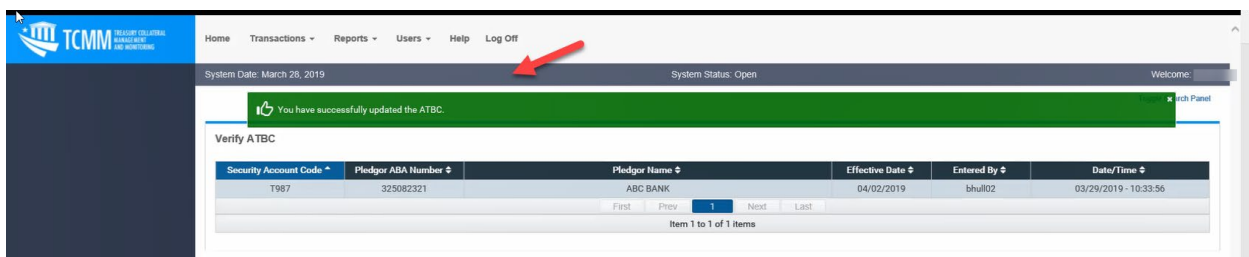
4. If the user selects a Pledgor Account and clicks Search, the system will display the current ATBC value and current Collateral Values for that relationship.



5. The user will then enter the new ATBC amount with the new effective date and comments and a pending ATBC will be created.
6. After a successful save, the user will be routed to the Verify ATBC page
7. If the ATBC is being entered for the current date and the change will cause a deficiency, the user will be asked to confirm the entry of the ATBC.



8. If the ATBC being entered would overwrite a pending or verified ATBC, a confirmation will display. The user can then confirm to overwrite the ATBC.
9. After confirmed, the user will receive a message that the change was made successfully.



Verify ATBC

1. The user verifying the ATBC will be shown the ATBCs that require verification for the Security Accounts to which they have permission.

The screenshot shows the TCM System interface. At the top, there is a navigation bar with 'Home', 'Transactions', 'Reports', 'Users', 'Help', and 'Log Off'. Below this, the system date is 'March 28, 2019' and the system status is 'Open'. The main content area is titled 'Verify ATBC' and contains a table with the following data:

Security Account Code ^	Pledgor ABA Number ^	Pledgor Name ^	Effective Date ^	Entered By ^	Date/Time ^
T987	325082321	ABC BANK	04/02/2019	bhull02	03/29/2019 - 10:33:56

Below the table, there are navigation buttons: 'First', 'Prev', '1', 'Next', 'Last'. The text 'Item 1 to 1 of 1 Items' is displayed below the buttons. A red arrow points to the table header.

2. When the user chooses a pending ATBC change, a dialog will display prompting the user to either verify or reject the change. Comments are required regardless of the action taken. For 225 accounts, the user must also agree to the disclaimer by checking off on the Agreement and Authorization* text box.

The screenshot shows the 'Verify ATBC' dialog box. It contains the following information:

ATBC Changes Pending Verification

Security Account Code and Name	T987 - ABC BANK
Pledgor ABA Number and Name	325082321 - ABC BANK
Total Collateral Value	\$102,167.26

Current ATBC Amount	\$102,000.00	Entered By	bhull02
New ATBC Amount	\$110,000.00	Date/Time	03/29/2019 - 10:33:56
ATBC Difference	\$8,000.00		
Effective Date	04/02/2019		

Entry Comments
ATBC updated by Mike Smith on 3/28/19.

Verification Comments*

ATBC verified]

Buttons: Verify, Cancel, Reject. A red asterisk indicates a required field.

Verify ATBC

ATBC Changes Pending Verification

Security Account Code and Name S04C - US TRUSTEE R-4 NORFOLK
Pledgor ABA Number and Name 021000018 - BANK OF NY MELLON
Total Collateral Value \$0.00

Current ATBC Amount \$0.00
New ATBC Amount \$100,000.00
ATBC Difference \$100,000.00
Effective Date 07/10/2019

Entered By [Redacted]
Date/Time 07/10/2019 - 12:33:55

Agreement and Authorization

The Bond Official submitting the form hereby agrees to communicate all instructions regarding the account or the collateral to the Federal Reserve Bank of St. Louis, which will receive and authenticate the bond official's instructions regarding the collateral. Further, the bond official hereby authorizes the other Federal Reserve Banks acting as custodians to act upon the instructions of the Federal Reserve Bank of St. Louis with regard to the collateral and relieves them from liability for properly acting in accordance with Federal Reserve Bank of St. Louis' instructions or for failing to act on the instruction of the Bond Official. The Bond Official hereby authorizes and instructs the Federal Reserve Bank of St. Louis to release, or cause another Federal Reserve Bank to release, collateral held in excess of the amount to be collateralized stated on this form on request of the account holder. The Bond Official may revise the instruction by submitting this form with a new amount to be collateralized at any time and such new instruction will be effective upon receipt and authentication by the Federal Reserve Bank of St. Louis.

Entry Comments
Test

Verification Comments *

[Empty text box for verification comments]

Verify Cancel

*required field

Reject

Disclaimer for 225 ATBC Change

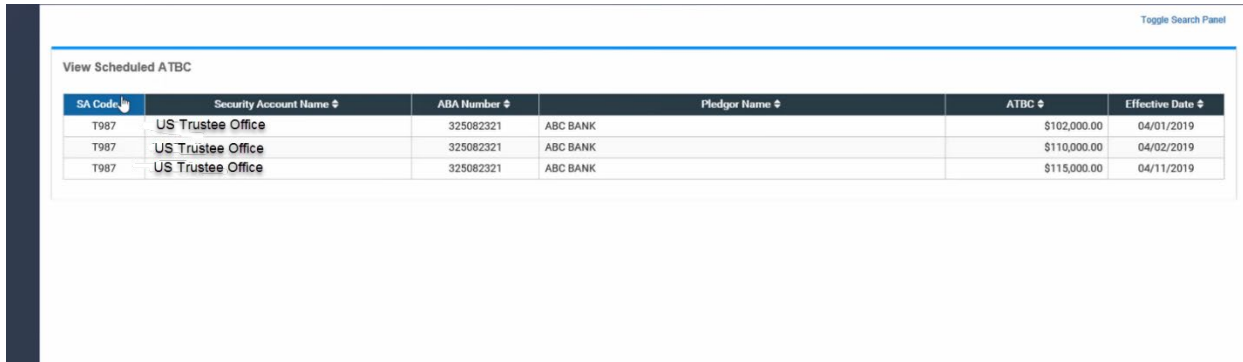
3. If rejected, an email notification will go to the user that entered the change regarding the reject.
4. If verified, the user will receive a message that the change was verified successfully and an email confirmation will get sent to the user that entered the change.

You have successfully verified the ATBC.

Verify ATBC
No results found.

View Scheduled ATBC Changes

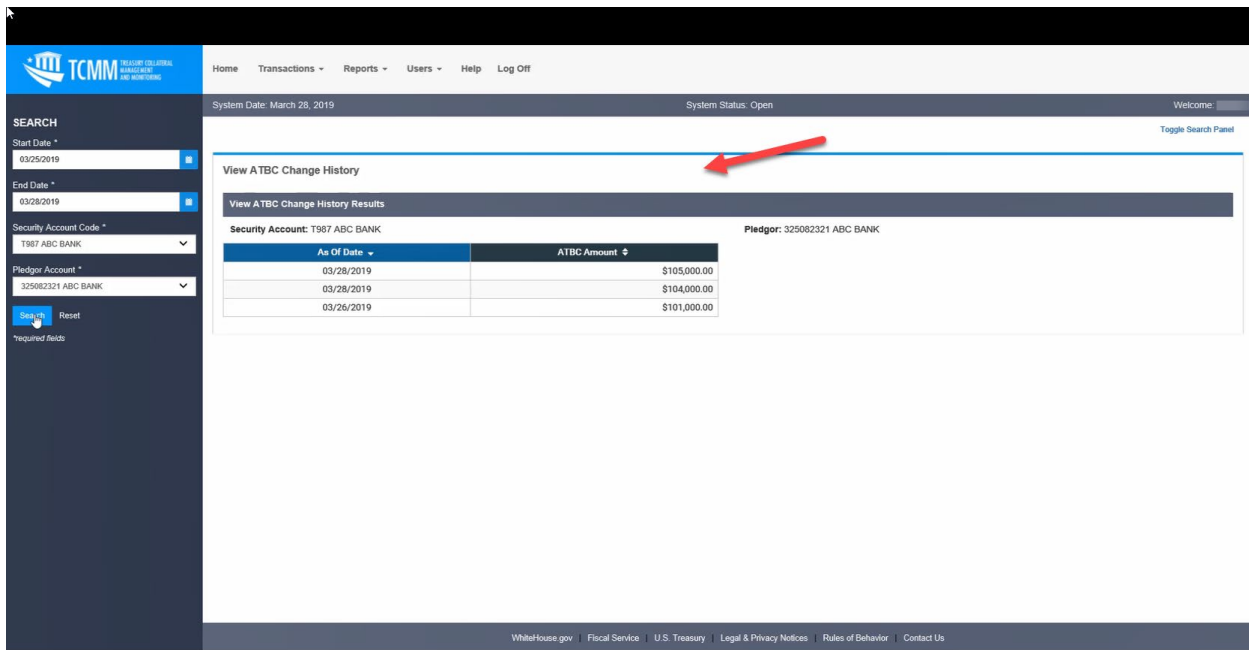
The page will load with all future scheduled verified ATBCs for all Security Accounts.



SA Code	Security Account Name	ABA Number	Pledgor Name	ATBC	Effective Date
T987	US Trustee Office	325082321	ABC BANK	\$102,000.00	04/01/2019
T987	US Trustee Office	325082321	ABC BANK	\$110,000.00	04/02/2019
T987	US Trustee Office	325082321	ABC BANK	\$115,000.00	04/11/2019

View ATBC Change History

The user can view any ATBC change that was verified between the start and end dates chosen. After the user enters the Security Account, the list of Pledgor Accounts related to the Security Account will display.



TCMM

Home Transactions Reports Users Help Log Off

System Date: March 28, 2019 System Status: Open Welcome: [User]

SEARCH

Start Date * 03/25/2019

End Date * 03/28/2019

Security Account Code * T987 ABC BANK

Pledgor Account * 325082321 ABC BANK

Search Reset

*required fields

View ATBC Change History

View ATBC Change History Results

Security Account: T987 ABC BANK Pledgor: 325082321 ABC BANK

As Of Date	ATBC Amount
03/28/2019	\$105,000.00
03/28/2019	\$104,000.00
03/26/2019	\$101,000.00

WhiteHouse.gov | Fiscal Service | U.S. Treasury | Legal & Privacy Notices | Rules of Behavior | Contact Us

Viewed Stored Reports

Viewing reports is very easy now. The search and the results list is all on one page. When the page loads, it displays the list of ALL available reports to which the user has access, sorted with the most recent on top. The page displays the icon of PDF or Excel to denote the format of that particular report instance. The user can click on the icon/report name to display the report. Excel reports are downloaded and the PDF reports will open in a new tab.

You can refine the search criteria by selecting a specific report or entering a date range. The list of reports in the drop down will be filtered to show the ones that role has permission to view.

Filtering is also allowed on the Report Name and Data Parameter columns. You can filter to see all report instances for a specific Security Account. For Agency users, the Data Parameter will always display the Security Account Codes for which they have permission to see.

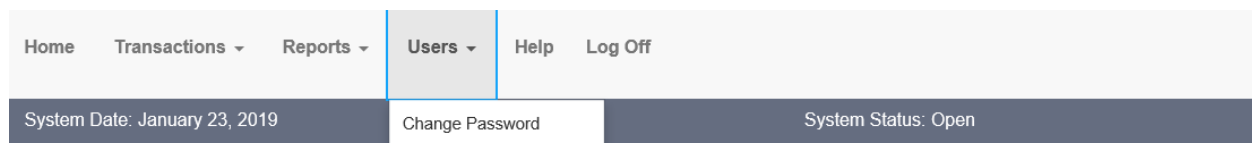
The screenshot shows the TCM (Treasury Collateral Management and Monitoring) system interface. At the top, there is a navigation bar with links for Home, Transactions, Reports, Users, Help, and Log Off. Below this, the system date is April 26, 2019, and the system status is Closed. A search sidebar on the left contains a search box and a dropdown menu for report selection. The dropdown menu is open, showing two options: 'Collateral Monitoring Recap Report by Sec Account' and 'Federal Reserve Bank Security Account Holdings'. The main content area is titled 'View Stored Reports' and contains a table with the following data:

System Date	Runtime	Report Name	Data Parameter
04/26/2019	04/26/2019 - 12:56:05	Federal Reserve Bank Security Account Holdings	WX11
04/26/2019	04/26/2019 - 12:55:49	Federal Reserve Bank Security Account Holdings	W319
04/26/2019	04/26/2019 - 12:55:48	Federal Reserve Bank Security Account Holdings	WJ77
04/26/2019	04/26/2019 - 12:55:47	Federal Reserve Bank Security Account Holdings	X567
04/26/2019	04/26/2019 - 12:55:09	Federal Reserve Bank Security Account Holdings	Z456
04/26/2019	04/25/2019 - 12:31:09	Federal Reserve Bank Security Account Holdings	T890
04/26/2019	04/25/2019 - 12:30:51	Federal Reserve Bank Security Account Holdings	QQQ

At the bottom of the page, there is a footer with links for WhiteHouse.gov, Fiscal Service, U.S. Treasury, Legal & Privacy Notices, Rules of Behavior, and Contact Us.

Change Password

- To change your password, click on to “Users” and you will be presented with the “Change Password” option.
- Click on to “Change Password” you will be routed to the Fiscal Service Sign On page to change your password.



Helpful Notes

- Links are clickable and open in new tab
- The menu and footer will always be visible on every page.
- The Search panel will always display, even if the user has scrolled down in the page. This allows the user to change their search at any time.
- The Search panel can be toggled to not display if the user would like to see the page details larger. The user can also display the panel again at any time.
- Reset will always redisplay the page in the state displayed the first time the page was loaded from the menu.
- Required fields are marked with an asterisk.
- Longer pages will have a ‘back to top’ link.
- If the user has made a change on the page and tries to navigate elsewhere, they will be notified that they have not saved their changes and can choose to stay on the page if they want to save their changes.
- All lists are selectable but not all pages have additional detail to display. If the page does have additional details, when the user selects a row from the list, the details will display in focus.
- All lists are sortable and no longer limited to 100 records.

Date Validation

- The user can either enter the dates or use the calendar control. If the user enters a date that is invalid like “13/21/2018”, then when the user goes to the next field, the date is cleared since it isn’t valid
- The calendar control will prevent the user from choosing weekends but not holidays. If the user chooses a holiday, the date will be validated when they click submit.
- All dates have a global boundary but specific pages may prevent future dates.
 - The date cannot go any further back than 18 months from the current date.
 - The date cannot go more than 6 months in the future from the current date.

Questions or Assistance

For questions or assistance, please contact the TCMM Treasury Support Center at 1-888-568-7343 or email us at TCMM@stls.frb.org for Help Guide Assistance or TCMM_TSC@stls.frb.org for User Management assistance.

Contact information is also available on the Welcome page by clicking on “Help”.

