



FEDERAL RESERVE BANK
OF DALLAS

HELEN E. HOLCOMB
FIRST VICE PRESIDENT AND
CHIEF OPERATING OFFICER

September 17, 1998

DALLAS, TEXAS
75265-5906

Notice 98-85

TO: The Chief Operating Officer of each
financial institution and others concerned
in the Eleventh Federal Reserve District

SUBJECT

Off-line Funds and Book-entry Securities Consolidation

DETAILS

As announced August 24, 1998, support for off-line funds and book-entry securities transfers for financial institutions in the Eleventh District will change as part of a Federal Reserve System consolidation of these functions. Effective *October 5, 1998*, staff in the new Off-line Processing Center will perform off-line funds and book-entry securities transfer services currently provided by Reserve Bank staff in Dallas.

Our consolidation is designed to have minimal effect on your day-to-day operations. The most notable change is the new telephone number for off-line funds and book-entry security business. In general, all off-line originations, verifications, notifications, and confirmations will be performed with the staff at the Off-line Processing Center. The Off-line Processing Center will also handle inquiries about previously processed off-line funds and book-entry securities transfers.

Funds Transfer Services

The basic operating procedures for processing funds transfers will not change. Your current Fedwire funds transfer code words and authorized personnel list will continue to be active.

Book-Entry Securities

The basic operating procedures for processing book-entry securities transfers will not change. Also, your current authorized personnel list will continue to be active at the Off-line Processing Center.

For additional copies, bankers and others are encouraged to use one of the following toll-free numbers in contacting the Federal Reserve Bank of Dallas: Dallas Office (800) 333-4460; El Paso Branch *Intrastate* (800) 592-1631, *Interstate* (800) 351-1012; Houston Branch *Intrastate* (800) 392-4162, *Interstate* (800) 221-0363; San Antonio Branch *Intrastate* (800) 292-5810.

Processing collateral transactions will be a joint responsibility between the Dallas Securities staff and the Off-line Processing Center. To move a security into or out of a restricted (collateral) account, please call the Off-line Processing Center to originate the off-line transfer. Securities staff in Dallas will continue to manage the approval and release process for all collateral accounts, Circular 154, Circular 176, joint custody, loans and discount, and Treasury Tax & Loan. Dallas Securities staff will work with the pledgee to confirm the authorization to pledge, release, and substitute securities.

Contingency for FedLine[®] and Computer Interface (CI) Customers

FedLine and CI customers who are unable to access on-line services should continue to call their local *Customer Service Center*. The local staff will assist you in resolving the problem. If off-line processing is required, your transfers will be handled by the Off-line Processing Center. However, we strongly encourage all on-line customers to have a contingency plan other than the off-line service, such as a backup FedLine terminal readily available for emergency situations.

ENCLOSURE

For your convenience, we have enclosed a desktop reference sheet for Off-line Processing Center contact numbers. The reference sheet also contains information about the support services provided by each office.

MORE INFORMATION

Staff at the Federal Reserve Bank of Dallas and the Off-line Processing Center will work closely to ensure that you continue to receive a high level of customer service. We welcome you to the Federal Reserve's new Off-line Processing Center and look forward to a smooth transition as you begin to conduct off-line transactions with us. If you have any questions regarding this change, please contact Vannecie Willis at (214) 922-6455.

For additional copies of this Bank's notice, please contact the Public Affairs Department at (214) 922-5254.

Sincerely,

A handwritten signature in cursive script that reads "Helen C. Holcomb". The signature is written in dark ink and is positioned below the word "Sincerely,".

**Off-line Funds and Book-entry Securities
Customer Support Services
Off-Line Processing Center**

Telephone: (800) 327-0147

Fax: (617) 973-5918

- Off-line origination, verification, notification and confirmation for funds transfers
- Off-line origination, verification, and notification for securities transfers, including the transfer of collateral in TT&L, Circular 154, Circular 176, joint custody, and loan and discount accounts
- Research requests, including prior transactions and securities principal & interest payments
- Off-line services to online customers in the event of an electronic service outage

Operating Hours

Our hours of operation will continue as published in the operating circulars.

- No. 6 - *Funds Transfers through Fedwire, Appendix B*
- No. 7 - *Book-Entry Securities Account Maintenance and Transfer Services, Appendix B*

Dallas Support Services

	Telephone #	Fax #
<ul style="list-style-type: none"> • Collateral Management (e.g., approval of pledge and release of securities held in collateral accounts) 		
<ul style="list-style-type: none"> Joint custody, Circular 154, and Circular 176 accounts 	(214) 922-6751	(214) 922-6777
<ul style="list-style-type: none"> TT&L 	(214) 922-6751	(214) 922-6777
<ul style="list-style-type: none"> Loans and discounts 	(214) 922-5322	(214) 922-5334
<ul style="list-style-type: none"> • FedLine Help Desk (First contingency contact for FedLine and Computer Interface Customers) 	<ul style="list-style-type: none"> <i>Dallas</i> (800) 333-1672 <i>Houston</i> (800) 392-4162, ext. 111 <i>San Antonio</i> (800) 292-5810 	
<ul style="list-style-type: none"> • Audit confirmations and research requests for on-line customers 	(214) 922-6751	(214) 922-6777