

## User guide for PEGA BIC validation tool

You receive an email prompting you to validate your BIC(s), you click on the link and you are routed to this page:



You click on the "Proceed with Order" button (This is not an order but it will start the validation process) and you can see all the BIC(s) and branch(es) that are attached to your profile and for which you are responsible:

Validate BIC Request Ref: (REQ-IBSVAL-7004)

BIC8: Select a BIC value | Branch BIC: Select a Branch BIC | Country: Select Country... | ValidationDeadline: Select... | Show only records missing mandatory data | Export | Validate BICs

Filtrering bar where you can filter on 8 characters BICs, 11 characters BICs, country or validation deadline

Validation Deadline	BIC Full Legal Name	Registered Address	Operational address	Branch description	Branch address	FIN Inst
19 June, 2019 Last update: 19 June, 2018	OPABBEBB OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LAPAIX 2 1310 LA HULPE BELGIUM	OPAL CORP AVENUE DE LA PAIX 2 1310 LA HULPE BELGIUM	not applicable for BIC 8	not applicable for BIC 8	Yes
06 December, 2015 Last update: 06 December, 2014	OPABBEB2 OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LAPAIX 2 1310 LA HULPE BELGIUM	LA HULPE BELGIUM	not applicable for BIC 8	not applicable for BIC 8	Yes
04 July, 2016 Last update: 04 July, 2015	OPABBEB3 OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LAPAIX 2 1310 LA HULPE BELGIUM	1050 BRUSSELS BELGIUM	not applicable for BIC 8	not applicable for BIC 8	Yes

You can export all BIC(s) and branch(es) in Excel or PDF format for review inside of your organisation:

The screenshot shows a list of BIC records. The first record has a red box around its address details (Avenue de la Paix 2, 1310 La Hulpe, Belgium). The second record also has a red box around its address details (Avenue de la Paix 2, 1310 La Hulpe, Belgium). A red callout in the top right corner of the search bar area points to the 'Export To Excel' button, with the text: 'You can opt for the option to export all the listed records to Excel or PDF format'.

The red square in the screen capture above indicates that there are missing data for this BIC or branch. To see what data is missing, you can expand and see the details of this BIC or branch:

The screenshot shows a single BIC record with a red box around its address details (Avenue de la Paix 2, 1310 La Hulpe, Belgium). A red callout points to the 'Edit' link in the validation status row, with the text: 'Edit hyperlink to update the missing data'. Another red callout points to a red box containing the text: 'Street: You need to add the mandatory missing data to validate this record. Click on the Edit link to add the data.'

The BIC(s) and branch(es) for which a red exclamation mark ( ! ) appear have passed the yearly anniversary date and must be validated. You can select multiple BICs for validation:

Date	BIC	Branch BIC	Country	ValidationDeadline	Status	Actions
04 July, 2016	OP4BEEBB3	OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LA PAIX 2 1310 LAHULPE BELGIUM	validation overdue	not applicable for BIC 8	Yes
08 April, 2018	OP4BEEBBPCT	OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LA PAIX 2 1310 LAHULPE BELGIUM		not applicable for BIC 8	Yes
03 April, 2011	OP4BEEBB23RT	OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LA PAIX 2 1310 LAHULPE BELGIUM		not applicable for BIC 8	Yes
17 November, 1988	OP4BEEBB22MA	OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LA PAIX 2 1310 LAHULPE BELGIUM		(BROADCAST REQUESTS ONLY)	Yes
06 December, 1994	OP4BEEBB23RT	OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LA PAIX 2 1310 LAHULPE BELGIUM		(BILLING DEPARTMENT)	Yes

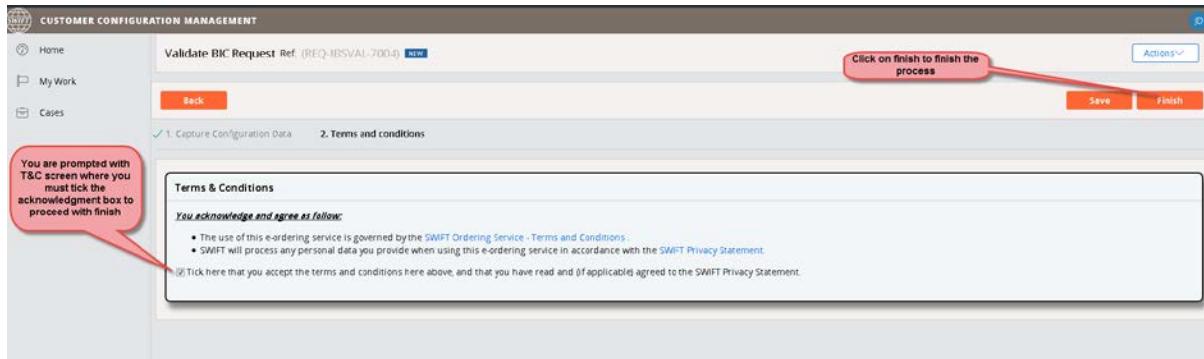
The records selected for validation are highlighted in green:

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04 July, 2016	OP4BEEBB3	OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LA PAIX 2 1310 LAHULPE BELGIUM	validation overdue	not applicable for BIC 8	not applicable for BIC 8 Yes
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Click on "Continue: and a confirmation box pops up, click on "Validate ISO BICs" to continue:



After clicking on the "Validate ISO BICs" button, you will have to accept the "Terms and Conditions" and click on the "Finish" button:



You can see the list of validated BIC(s) and the request ID for any future reference:

This is the request ID reference  
REQ-IBSVAL-7004

All validated records are visible

Validation Deadline	BIC Full Legal Name	Registered Address	Operational address	Branch description	Branch address	FIN Inst
08 April, 2018 ⓘ	OPHBEBB8 OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LAPIN 2 1310 LA HULPE BELGIUM	AVENUE DE LAPIN 2 1310 LA HULPE BELGIUM	not applicable for BIC 8	not applicable for BIC 8	Yes
17 November, 1988 ⓘ	OPAEBEB2PCT OPAL CORP FOR FINANCIAL SERVICE	AVENUE DE LAPIN 2 1310 LA HULPE BELGIUM	AVENUE DE LAPIN 2 1310 LA HULPE BELGIUM	(BROADCAST REQUESTS ONLY)	AVENUE DE LAPIN 2 1310 LA HULPE BELGIUM	Yes

A confirmation email with all validated BIC(s) and branch(es) will be sent to you.