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Pages 10, incl. cover page

Regulatory Hub RegHub and DocHub

How to check your delivery

1. Purpose of this document

This document provides a short guide on how to check and verify the delivery of data to the Regulatory Hub (RegHub) and DocHub.

2. How to check your delivery on the Regulatory Hub

If we have activated your account on RegHub, you will have received your login information for either our test system MT1 or/and our production system PROD:

E.g. for the test system MT1:

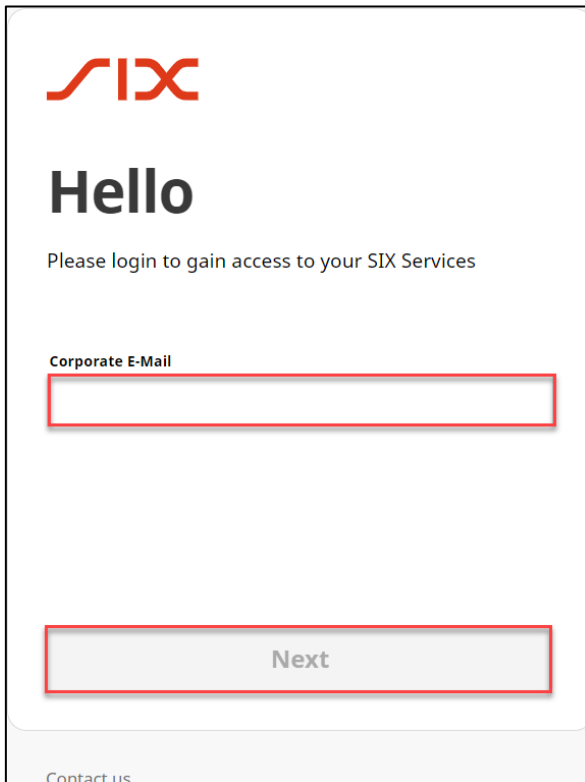
- URL to access : <https://portal-ppd.np.six-group.com/>
- Corporate Email : Customer Technical User Email Address for login
- Password : Set by User after getting 6-digit authentication code by email upon first login

E.g. for the production system PROD:

- URL to access : <https://portal.six-group.com/reghub/ui/>
- Corporate Email : Customer Technical User Email Address for login
- Password : Set by User after getting 6-digit authentication code by email upon first login

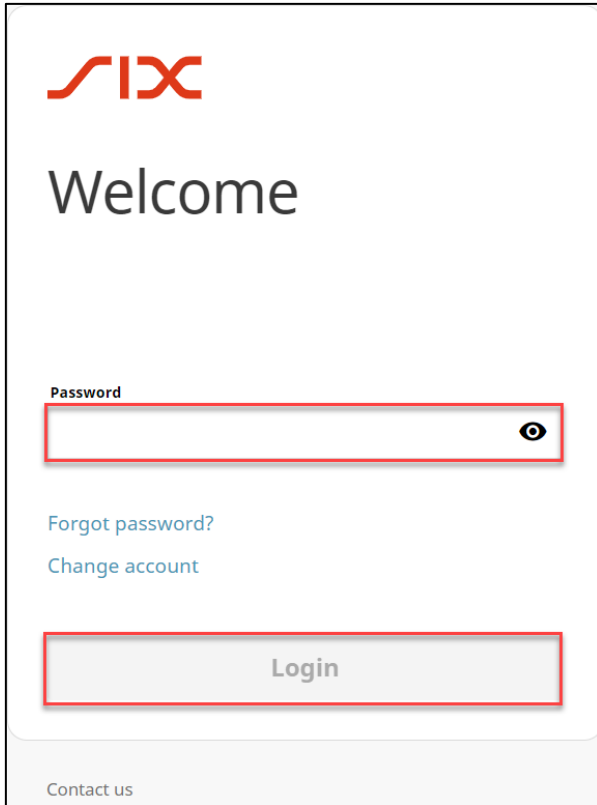
Step 1: Log in with your technical user email address to the respective system (MT1 or PROD)

➔ Type in the technical user email address and click on “Next”:



The screenshot shows a login interface for SIX. At the top left is the SIX logo. Below it, the text 'Hello' is displayed in a large font, followed by 'Please login to gain access to your SIX Services'. There is a text input field labeled 'Corporate E-Mail' with a red border. Below the input field is a button labeled 'Next' with a red border. At the bottom left, there is a link that says 'Contact us'.

→ Type in the password you set after getting the 6-digit authentication code by email upon first login and click on “Login”:



SIX

Welcome

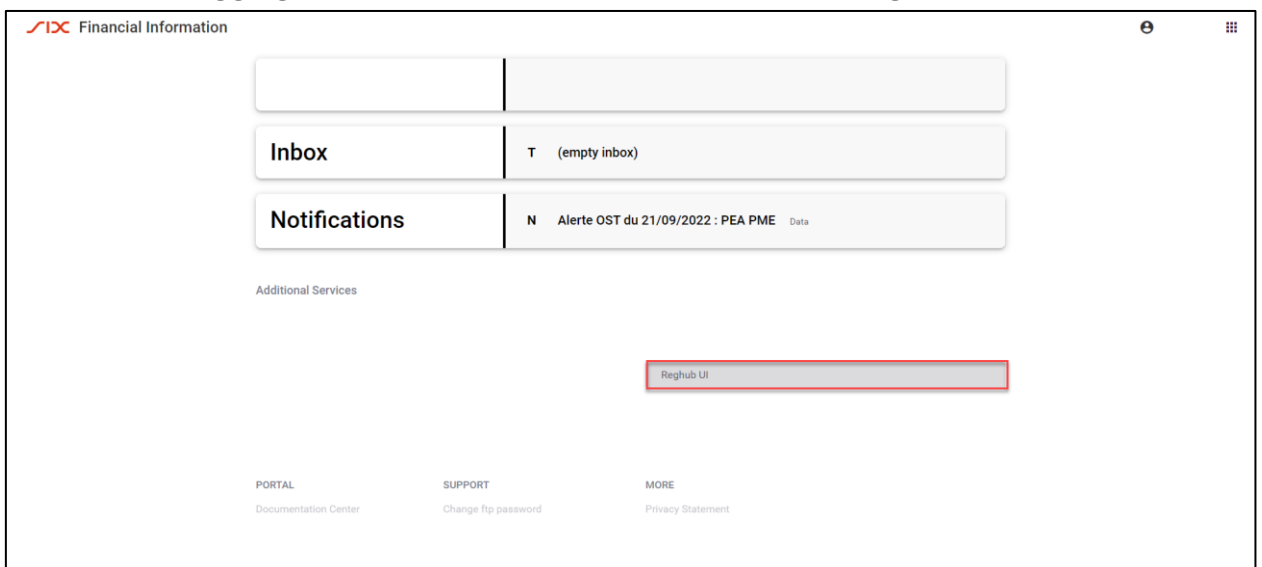
Password

[Forgot password?](#)
[Change account](#)

Login

Contact us

Step 2: After logging in with the credentials above, click on “RegHub UI”:



SIX Financial Information

Inbox	T (empty inbox)
Notifications	N Alerte OST du 21/09/2022 : PEA PME Data

Additional Services

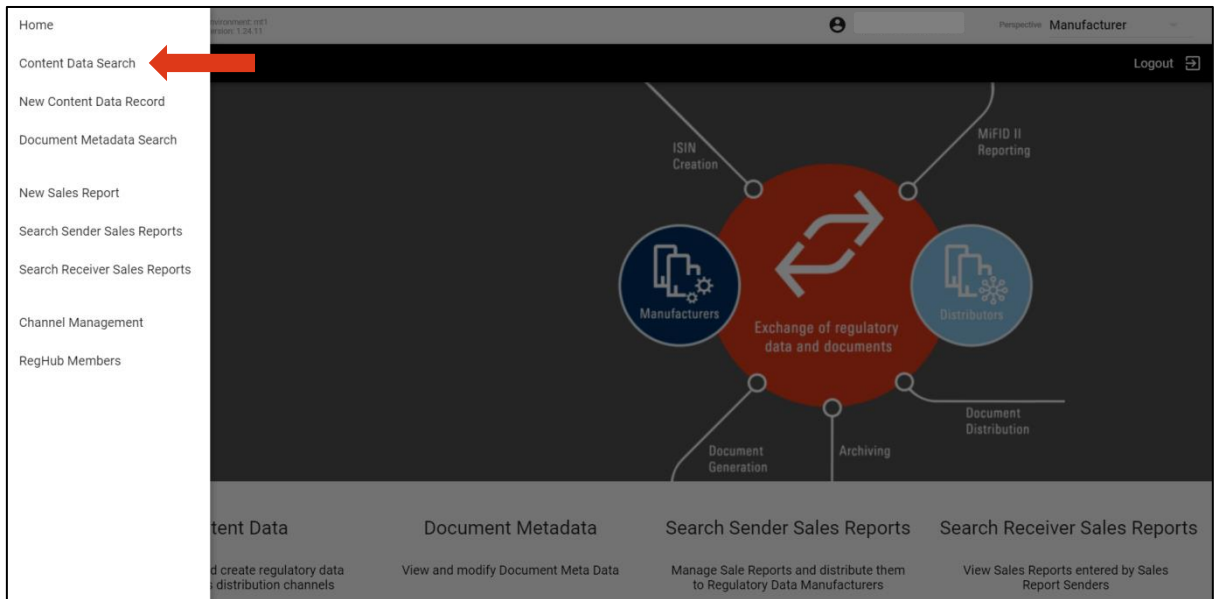
Reghub UI

PORTAL
Documentation Center

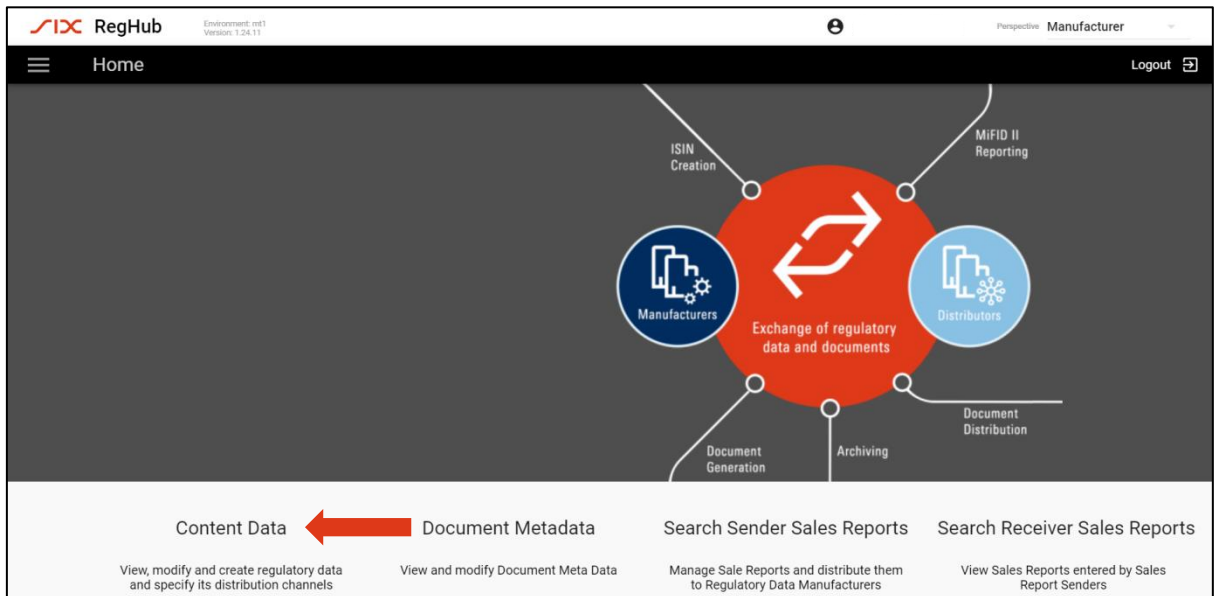
SUPPORT
Change ftp password

MORE
Privacy Statement

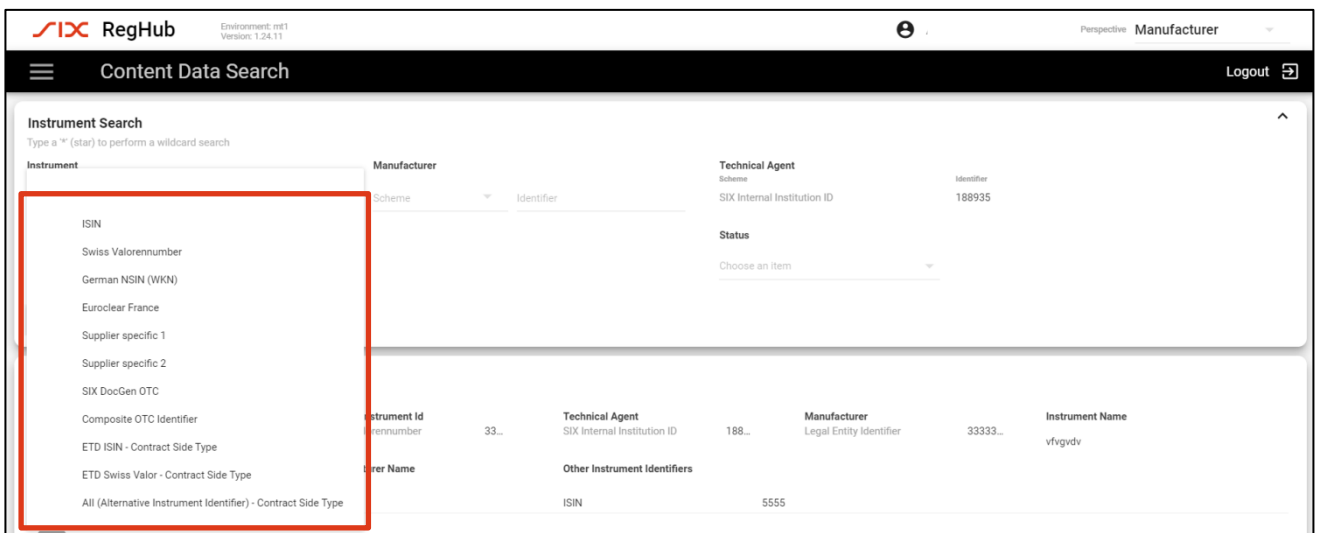
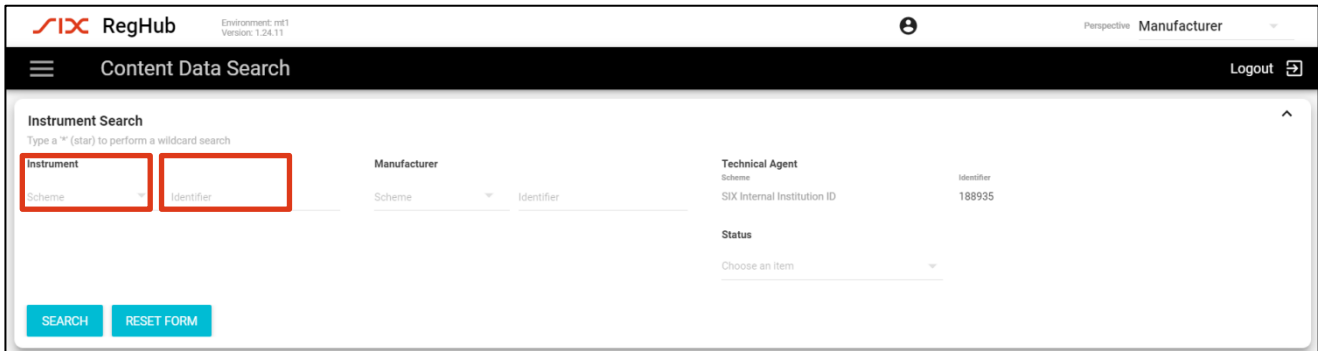
Step 3: After accessing the system, you can verify your uploads either by clicking on “Content Data”:



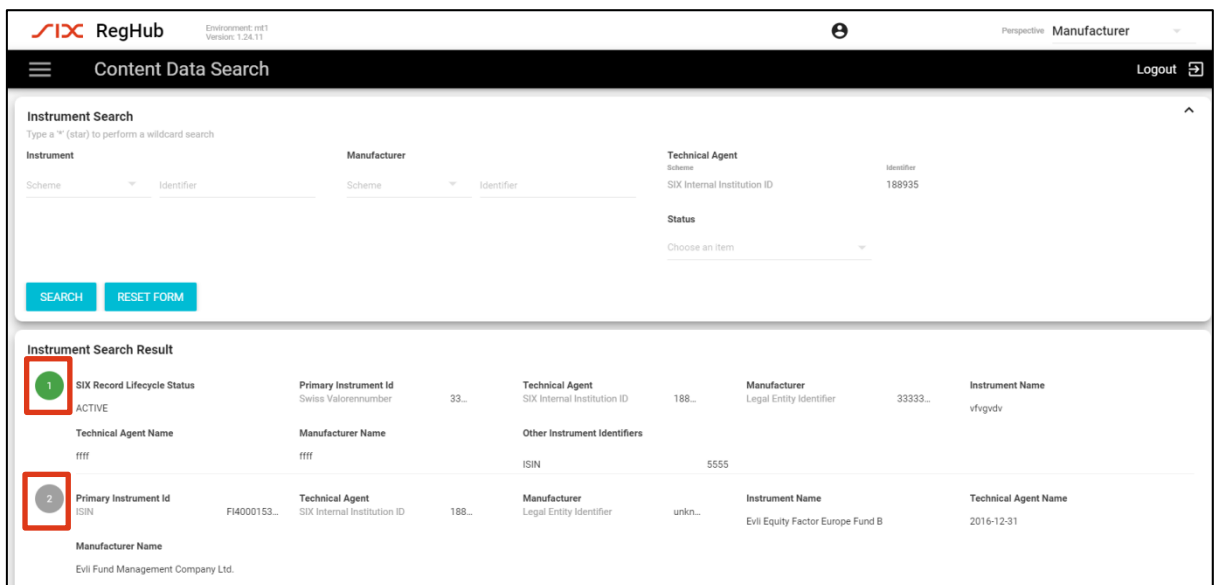
Or by clicking on “Content Data Search”:



Step 4: Select your Instrument Scheme (e.g. “ISIN”) and type in the identifier for said scheme of the instrument you want to check into the field “Identifier”:



Step 5: You will see the instrument and its respective information you have delivered on it:



Step 6: Click on the instruments, choose what kind of information you want to verify (e.g. PRIIP or MIFID) and look at the “Update Timestamp” under “Meta Data”. This information provides you with the date when the data record was last updated:

The screenshot displays the 'Instrument Details' page for instrument VFVGVDV. The page is divided into several sections:

- Instrument Details:** Shows the instrument name VFVGVDV and its status as ACTIVE.
- REGULATION DATA:** Contains two tabs: 'Basic Information' and 'Metadata'. The 'Update Timestamp' field under 'Metadata' is highlighted with a red box, showing the date 2020-02-11T08:08:26.010+01:00.
- Supplier Last Update Timestamp:** Shows the date 2019-07-05T08:08:13.000+02:00.
- Create Timestamp:** Shows the date 2019-07-05T08:08:13.868+02:00.
- Create User Identifier:** Shows the identifier CH10601-1kn15.
- Update User Identifier:** Shows the identifier CH10601-1kn15.

3. How to check your delivery on DocHub

If we have activated your account on DocHub, you will have received your login credentials for either our test system MT1 or/and our production system. The user should have a supplier role:

E.g. for the test system MT1:

- URL to access : <https://test.six-dochub.com>
- UserID : CH12345_docTESTxxxxG01
- Password : xxxxxxxxxx

E.g. for the production system PROD:

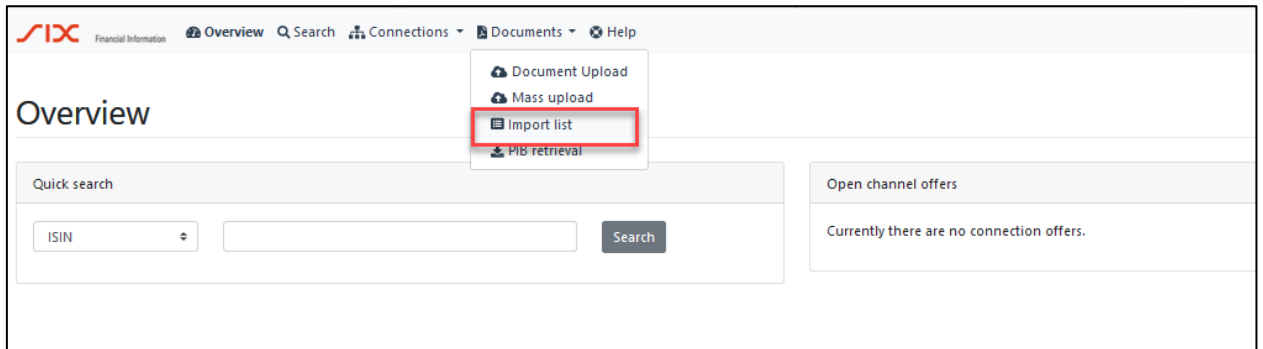
- URL to access : <https://www.six-dochub.com>
- UserID : CH12345_docPRODxxxxG01
- Password : yyyyyyyyyy

Step 1: Log in with your received credentials to the respective system (MT1 or PROD):

The screenshot shows the login interface for SIX DocHub. The page is titled 'SIX DocHub v.2.4.2 (MT1)'. The login form is highlighted with a red border and contains the following elements:

- Header:** SIX Financial Information (left), SIX DocHub v.2.4.2 (MT1) (right)
- Form Title:** Login
- Input Fields:** User name, Password
- Links:** Reset password?
- Button:** Login
- Footer:** English, Build Nr. 2

Step 2: After logging in with the credentials above, go to Import list:



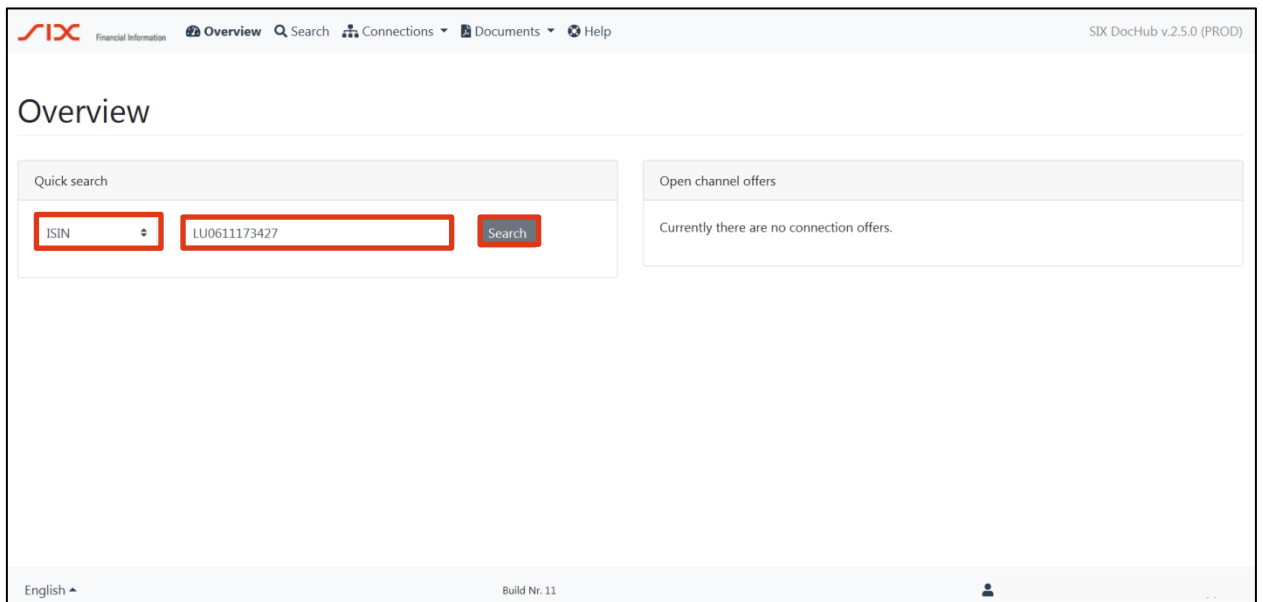
When you have selected the import list, a screen showing the imported files appears. It shows how many files have been imported and the result of the import. The entries are showing the number of lines which have been processed. These numbers are different from the ones provided in RegHub. RegHub is counting the affected ISINs. Since lines with the same URL string are combined, the number of created DMD entries might be lower than the number of successful entries.

In case there are “Total failed entries” or the Status is not “Success”, please click on “Download Report” to see what went wrong :

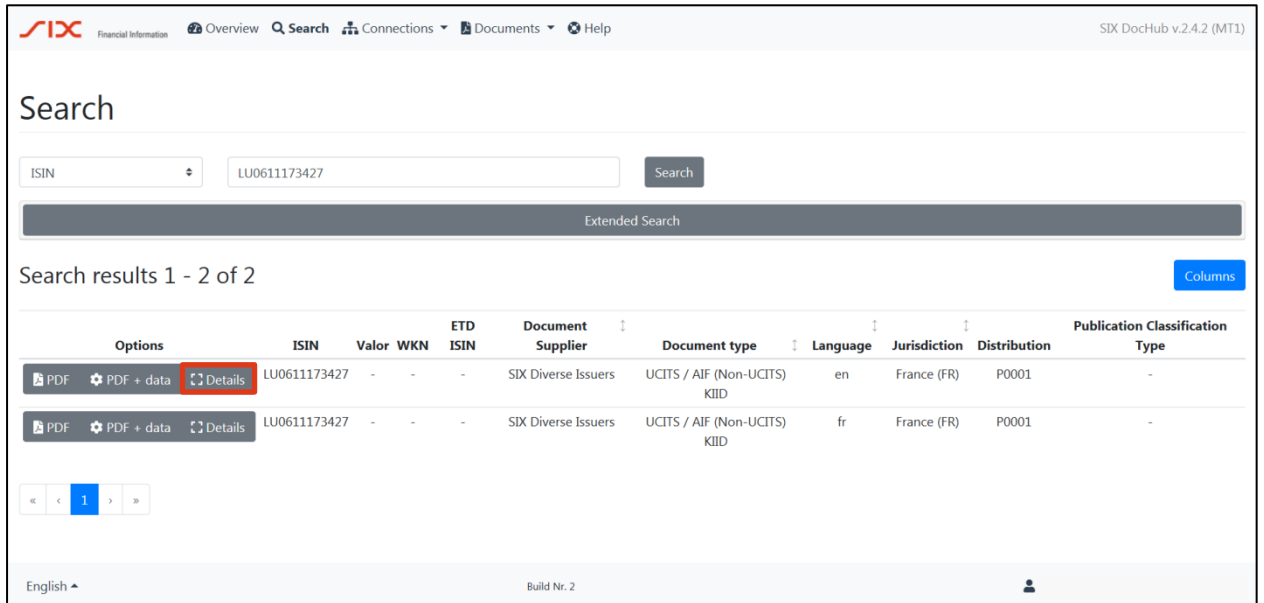
Search results 1 - 20 of 444

Document Supplier	Filename	Source	Status	Time of delivery	End time	Total Entries	Total successful entries	Total failed entries	Filesize	Reports
SIX FI RegHub Test Manufacturer 3	20200703_112701_..._M_D_1_99999.csv		SUCCESS	Fri Jul 3 11:27:01 CEST 2020	Fri Jul 3 11:28:00 CEST 2020	50	18	32	-	Download Report
SIX FI RegHub Test Manufacturer 3	20200703_112418_..._M_D_1_99999.csv		SUCCESS	Fri Jul 3 11:24:18 CEST 2020	Fri Jul 3 11:25:00 CEST 2020	50	1	49	-	Download Report

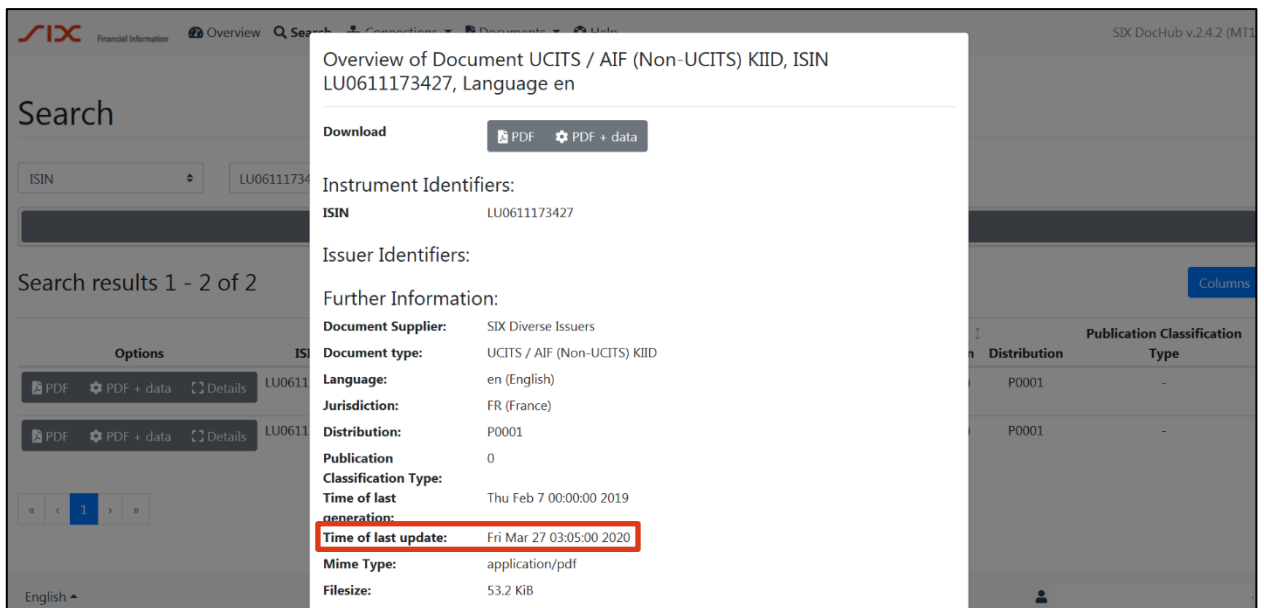
Step 3: Select your search criteria (e.g. “ISIN”) and type the identification (e.g. “LU0611173427”) into the search field. Then, click on “Search”:



Step 4: You will see the search result for your instrument. Click on “details” to verify your upload:



Step 5: You will see information regarding the document. Look at the “Time of last update”. This information provides you with the date when the data record was last updated:



This concludes the short guide on how to check your delivery on RegHub and DocHub.

For clients with a DocHub account: For further information on the functionalities of DocHub, please consult the DocHub User Manual and DocHub User Manual - Mass Upload Manual.

Yours sincerely,
SIX Financial Information Ltd