



Bankers World Online

User Guide

This guide explains how to use the Bankers World Online service. The guide describes the different tools and how to use them. This document is for users of Bankers World Online.

18 January 2019

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Preface

Purpose of the document

This user guide explains how to use the Bankers World Online service. The guide describes the different modules and how to use them.

Audience

This document is for users of Bankers World Online.

Significant changes

The following table lists all significant changes to the content of the Bankers World Online User Guide since the following previous editions. The table does not include editorial changes that SWIFT makes to improve the usability and comprehension of the document.

Updated information since the 04 January 2019 edition	Location
Customers can receive e-mail alerts about public MT094 broadcast messages.	News on page 22 E-mail Alerts on page 30

Updated information since the March 2017 edition	Location
The content of this document has been updated to reflect the latest enhancements and features of Bankers World Online.	Globally throughout the document

Related documentation

[Frequently Asked Questions for SWIFTRef Users](#)

1 Bankers World Online Content

Bankers World Online provides access to global payments and correspondent banking reference data as well as due diligence data on financial institutions and corporates worldwide.

Bankers World Online is divided into the following three modules:

- [Bankers World Online BIC](#) on page 5
- [Bankers World Online REACH](#) on page 5
- [Bankers World Online ENTITY](#) on page 5

1.1 Bankers World Online BIC

The **Bankers World Online BIC** module contains all BICs from the ISO registry and covers SWIFT-connected and non-connected financial institutions and corporates with more than 100,000 BICs in over 200 countries.

- **All history BIC:** covers all BICs that are not currently valid, but have existed in the past.
- **All BIC events:** all BIC events from BIC Plus are included. For example, this contains name changes, address changes, connectivity changes, and BIC deactivations.

1.2 Bankers World Online REACH

The **Bankers World Online REACH** module contains the following information:

- all national IDs (also called bank codes) collected from central banks and payment systems worldwide
- all LEIs from GLEIF
- reachability data from the Reach Plus directory
- countries & currencies
- holidays
- IBAN validation with data from the IBAN Plus directory

1.3 Bankers World Online ENTITY

The **Bankers World Online ENTITY** module contains the following due diligence data:

- financial data
- credit ratings
- shareholding
- legal ownership structures
- people

2 Bankers World Online Data Providers

Provider	Type of data provided
SWIFT	<ul style="list-style-type: none"> • BIC data from SWIFT's back-office system • Data directly collected from individual banks and corporations • Standing Settlement Instructions • SEPA routing details • Link between IBAN National ID and IBAN BIC
Copp Clark	<ul style="list-style-type: none"> • Bank holidays • Exchange settlement holidays • Exchange trading holidays • Holidays per currency
Data from central banks and national code providers	<p>The national code data is sourced directly from the originating sources.</p> <p>The country data contains a national codes section. This section provides information about national codes along with the source of information.</p>
Google	Google maps
Moody's	<ul style="list-style-type: none"> • Bank Financial strength rating • Credit ratings (short and long-term) • Immediate and ultimate parent • Moody's organisation IDs • Securities ratings and identifiers (CUSIP/ISIN and stock exchange ticker)
Reuters	<ul style="list-style-type: none"> • Business summary, industry classifications, weblinks, contact details • Financials (income statement, balance sheet, cash flow, stock) • Ownership • Executives and directors • Stock data
Dun & Bradstreet	<ul style="list-style-type: none"> • Immediate and ultimate parent • Industry classification and contact details • Key financial indicators (if no data available from Reuters) • Executives and directors (if no data available from Reuters)

Provider	Type of data provided
The Economist Intelligence Unit	<ul style="list-style-type: none">• Banking sector risk• Country profiles• Exchange rates• Interest rates• Travel and news (links to more information)

3 Bankers World Online Language Availability

Bankers World Online is available in the following languages:

- English
- French
- Japanese
- Mandarin
- Russian
- Spanish



The labels and explanations are translated. However, the data received remains in English.

4 Request Free Trial Access

If you would like to try the Bankers World Online before ordering, then you can request a free trial. The free trial period lasts for one month.

For more information, see [Frequently Asked Questions for SWIFTRef Users](#).

5 Log in to Bankers World Online

Before you begin

- You must be a registered SWIFTRef user. If you are not registered, then register on swift.com. If you forget your password, then see [Frequently Asked Questions for SWIFTRef Users](#).
- You must be an activated user. For more information, see [Frequently Asked Questions for SWIFTRef Users](#).
- You must use one of the supported browsers. For more information, [Frequently Asked Questions for SWIFTRef Users](#)

Procedure

1. Navigate to www.swiftrefdata.com.
2. You are redirected to the customer login page on www.swift.com.

 **Sign in with your swift.com credentials** [Setup a Login-seal to protect yourself against phishing attacks](#)

Email address

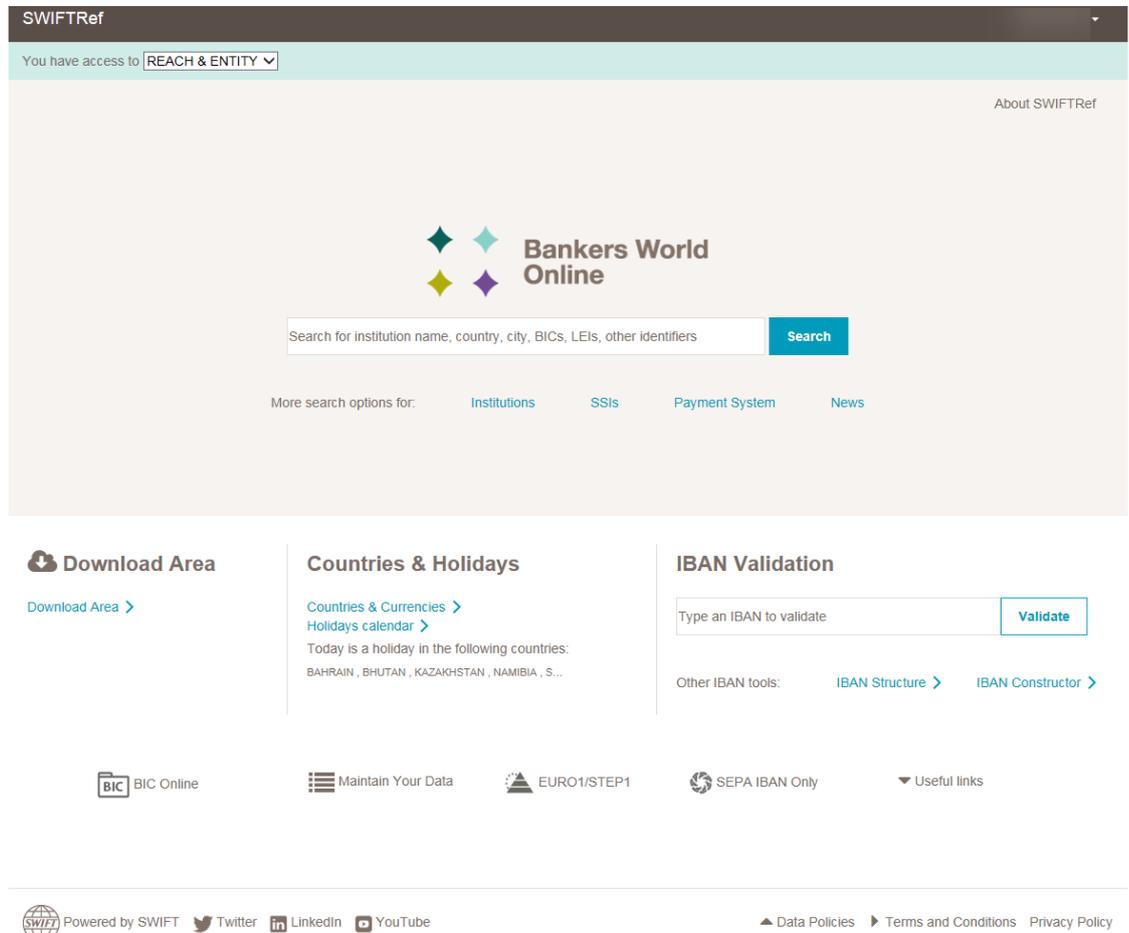
Password [Forgot password?](#)

Sign in

Don't have an account?
[How do I become a swift.com user' video](#)
[Registration User Guide](#)
[swift.com security guidelines](#)

Create account

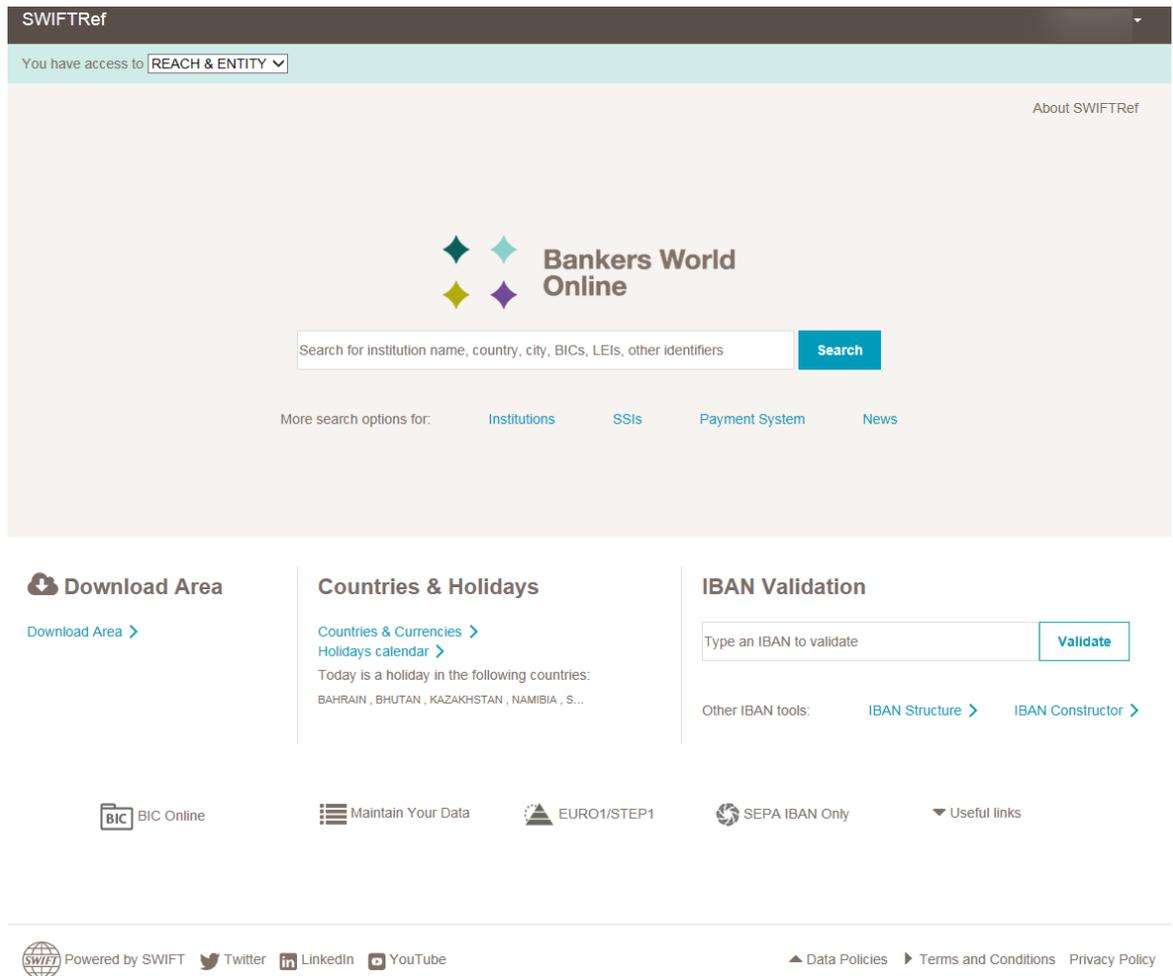
3. Type your e-mail address and your password and click [Sign in](#).
The Bankers World Online landing page appears.



Note *The **BIC Online** tool will be available until the end of January 2019.*

6 Bankers World Online Interface

6.1 SWIFTRefdata Home Page



Item	Description
Bankers World Online	The top of the screen indicates the SWIFTRef products you have access to.
Download Area	Download SWIFTRef files from the Download Area .
Countries & Holidays	Access country data, as well as the holiday calendar.
IBAN Validation	Validate IBANs with this tool.

6.2 Search Area

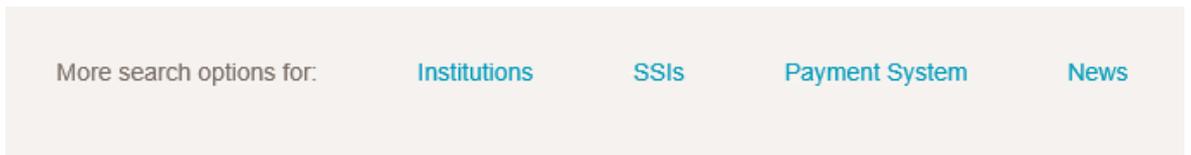
Use the main page, simple, and advanced search areas to access information.

Main page search



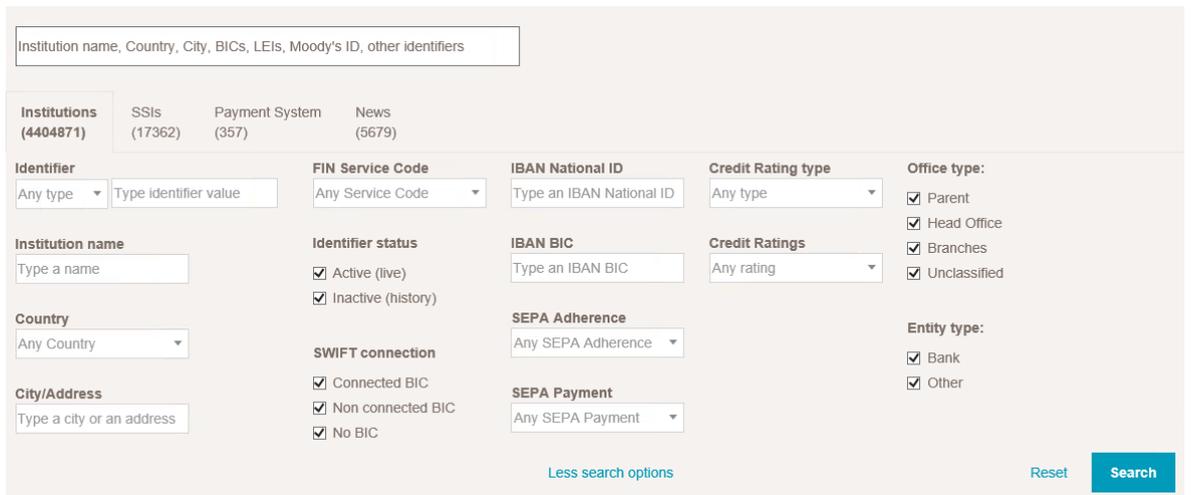
The main page search interface features the Bankers World Online logo, which consists of four colored diamonds (teal, light blue, yellow, and purple) arranged in a square. To the right of the logo, the text "Bankers World Online" is displayed in a bold, sans-serif font. Below the logo and text is a large, light gray search bar with the placeholder text "Search for institution name, country, city, BICs, LEIs, other identifiers". To the right of the search bar is a blue button with the text "Search" in white.

Additional search options



This section provides navigation for additional search options. It starts with the text "More search options for:" followed by four blue, clickable links: "Institutions", "SSIs", "Payment System", and "News".

Additional search options for Institutions

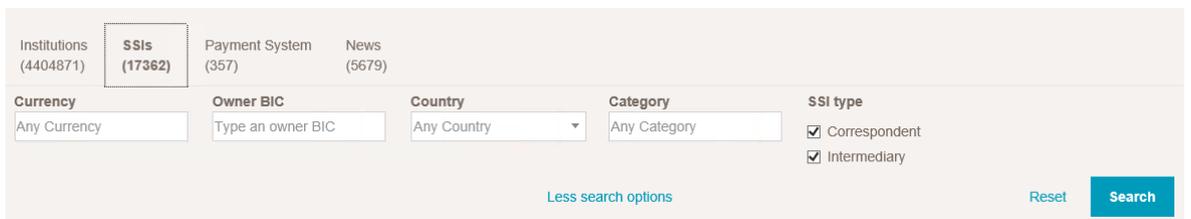


The "Additional search options for Institutions" form includes a search bar at the top with the placeholder "Institution name, Country, City, BICs, LEIs, Moody's ID, other identifiers". Below the search bar are four tabs: "Institutions (4404871)", "SSIs (17362)", "Payment System (357)", and "News (5679)". The "Institutions" tab is selected. The form is divided into several sections with various input fields and checkboxes:

- Identifier:** A dropdown menu for "Any type" and a text input for "Type identifier value".
- FIN Service Code:** A dropdown menu for "Any Service Code".
- IBAN National ID:** A text input for "Type an IBAN National ID".
- Credit Rating type:** A dropdown menu for "Any type".
- Office type:** Checkboxes for "Parent", "Head Office", "Branches", and "Unclassified".
- Institution name:** A text input for "Type a name".
- Identifier status:** Checkboxes for "Active (live)" and "Inactive (history)".
- IBAN BIC:** A text input for "Type an IBAN BIC".
- Credit Ratings:** A dropdown menu for "Any rating".
- Country:** A dropdown menu for "Any Country".
- SWIFT connection:** Checkboxes for "Connected BIC", "Non connected BIC", and "No BIC".
- SEPA Adherence:** A dropdown menu for "Any SEPA Adherence".
- Entity type:** Checkboxes for "Bank" and "Other".
- City/Address:** A text input for "Type a city or an address".
- SEPA Payment:** A dropdown menu for "Any SEPA Payment".

At the bottom right of the form are links for "Less search options", "Reset", and a blue "Search" button.

Additional search options for SSIs



The "Additional search options for SSIs" form includes a search bar at the top with the placeholder "Institution name, Country, City, BICs, LEIs, Moody's ID, other identifiers". Below the search bar are four tabs: "Institutions (4404871)", "SSIs (17362)", "Payment System (357)", and "News (5679)". The "SSIs" tab is selected. The form is divided into several sections with various input fields and checkboxes:

- Currency:** A text input for "Any Currency".
- Owner BIC:** A text input for "Type an owner BIC".
- Country:** A dropdown menu for "Any Country".
- Category:** A text input for "Any Category".
- SSI type:** Checkboxes for "Correspondent" and "Intermediary".

At the bottom right of the form are links for "Less search options", "Reset", and a blue "Search" button.

Additional search options for Payment System

Institutions (4404871)	SSIs (17362)	Payment System (357)	News (5679)
Acronym Acronym	Payment System Payment System	Country Any Country	
Less search options			Reset Search

Additional search options for News

Institutions (4404871)	SSIs (17362)	Payment System (357)	News (343045)
Institution name Type a name	Type <input checked="" type="checkbox"/> Broadcast via SWIFT <input checked="" type="checkbox"/> Reuters News	Broadcast category Any category	News topic Any topic
BIC Type a BIC	Keyword Type a keyword	Broadcast number Type a broadcast number	
Country Any Country	Date from YYYY-MM-DD	to YYYY-MM-DD	Broadcast Initiator <input checked="" type="checkbox"/> SWIFT <input checked="" type="checkbox"/> Bank
Less search options			Reset Search

6.3 Search Results Area

Example

[More search options](#)
[Reset](#)

Institutions (20327)	SSIs (481)	Payment System (1)	News (65)
--------------------------------	---------------	-----------------------	--------------

[Reset all filters](#)

Identifier

[Deselect all](#)

- BIC (9557)
- BRN (1458)
- CHIPS (530)
- GIIN (473)
- ISIN (1)
- LEI (2187)
- MIC (20)
- Moody's ID (427)
- National ID (5674)

Region

[Deselect all](#)

- Africa (44)
- Asia (583)
- Europe (18236)
- North America (1269)
- Oceania (106)
- South America (88)

Country

All ▼

Status

[Deselect all](#)

- Active (12609)
- Inactive (7718)

< Hide

Institution name	Identifier type	Value	Country	City	Legal type	Status
(HONG KONG) DEUTSCHE BANK AG, HONG KONG BRANCH	National ID	989584005403	CHINA		UN	Inactive
AAREAL BANK AG (FORMERLY WESTDEUTSCHE IMMOBILIENBANK AG)	National ID	55020600	GERMANY	WIESBADEN	LE	Active >
AAREAL BANK AG (FORMERLY WESTDEUTSCHE IMMOBILIENBANK AG)	BIC	IMMODE5MXXX	GERMANY	WIESBADEN	LE	Active
AAREAL BANK AG (FORMERLY WESTDEUTSCHE IMMOBILIENBANK AG)	CHIPS	368535	GERMANY	WIESBADEN	UN	Inactive
ACHTUNDZWANZIGSTE KG NRS NORDDEUTSCHE REEDEREI H. SCHULDT GMBH & CO.	LEI	529900JSJ8VLR1W23V80	GERMANY	Hamburg	LE	Active
	BRN	HRA 101692	GERMANY	Hamburg	LE	Active
ACHTZEHNTE KG NRS NORDDEUTSCHE REEDEREI H. SCHULDT GMBH & CO.	LEI	529900C39QC4EBYMTW30	GERMANY	Hamburg	LE	Active
ADAMAS STIFTUNG GÖTZ HÜBNER FÜR INTERKULTURELLE STUDIEN AM GRIECHISCH-DEUTSCHEN UND POLNISCH-DEUTSCHEN BEISPIEL	LEI	967600040VMWH6EKUV34	GERMANY	Marbach a.N.	LE	Active
ADS ALLGEMEINE DEUTSCHE STEUERBERATUNGSGESELLSCHAFT MBH	LEI	391200GNVM1RDJ44TI39	GERMANY	Hamburg	LE	Active
AF EIGENKAPITALFONDS FUER DEUTSCHEN MITTELSTAND GMBH & CO. KG	GIIN	1BQJF1.99999.SL.276	GERMANY		LE	Active

Search filters

After you have performed a search and the search results appear, then search filters may be available to the left of the results.

Click the appropriate option button or select from a drop-down list to refine your original search results.

Icons and tools

Depending on which module that you use, the following icons and tools may be available on search results pages:

Icon	Description
	Navigate to another page

Icon	Description
Results per page <input data-bbox="381 346 480 415" type="text" value="20"/> ▼	Change the number of records displayed per page

7 Bankers World Online Structure

Bankers World Online contains the following data:

- [Institutions](#) on page 17
- [SSIs](#) on page 18
- [Payment System](#) on page 21
- [News](#) on page 22

Bankers World Online contains the following tools:

- [Countries & Currencies](#) on page 22
- [Holidays](#) on page 23
- [IBAN Tools](#) on page 24

7.1 Institutions

Institutions contains the searchable institutions. The information is separated into different sections:

Institution profile

- bank details
- general and switchboard contacts
- business summary
- sector information

Payments data

- routing data
- service codes (SWIFT FIN and SWIFTNet service codes)
- national IDs (also called bank codes)
- IBAN data
- SEPA data (SEPA adherence and SEPA routing)
- payment systems (participation to payment systems)

SSI data

- listed SSIs
- operational structure
- BIC and national ID

BIC events

- history of changes to BICs

Broadcasts and news

- SWIFT broadcasts
- Reuters news (significant developments)

Due Diligence

- financial data
- financial description
- income statement
- balance sheet
- cash
- stock
- credit ratings
- Moody's
- shareholding
- ownership structure
- People: executives and directors

7.2 SSIs

Institution name, Country, City, BICs, LEIs, Moody's ID, other identifiers

Institutions (4345796)
SSIs (17362)
Payment System (357)
News (5679)

Currency
Any Currency

Owner BIC
Type an owner BIC

Country
Any Country

Category
Any Category

SSI type
 Correspondent
 Intermediary

[Less search options](#)
[Reset](#)
Search

[Reset all filters](#)

There are currently **17362** SSIs owner(s) for the selected criteria.

< Hide Region Deselect all <input checked="" type="checkbox"/> Africa (1183) <input checked="" type="checkbox"/> Asia (6353) <input checked="" type="checkbox"/> Europe (8371) <input checked="" type="checkbox"/> North America (965) <input checked="" type="checkbox"/> Oceania (160) <input checked="" type="checkbox"/> South America (330) Country All	Institution name	Owner BIC	Country / City	Number of SSIs
	TELENOR BANKA AD	AAAARSBGXXX	SERBIA / BEOGRAD	15
	AL MUZAINI EXCHANGE CO. KSCC	AAACKWKWXXX	KUWAIT / KUWAIT	108
	ALAWWAL BANK	AAALSARIALK	SAUDI ARABIA / ALKHOBAR	93
	ALAWWAL BANK	AAALSARIXXX	SAUDI ARABIA / RIYADH	121
	BANK OF ALAND PLC	AABAFI22TMS	FINLAND / MARIEHAMN	39
	BANK OF ALAND PLC	AABAFI22XXX	FINLAND / MARIEHAMN	53
	ALANDBANKEN ABP (FINLAND), SVENSK FILIAL	AABASESSXXX	SWEDEN / STOCKHOLM	13
	ANGLO AMERICAN SA FINANCE LIMITED	AACLZAJJXXX	SOUTH AFRICA / JOHANNESBURG	13
	SPARKASSE AACHEN	AACSDE33XXX	GERMANY / AACHEN	60
	UNITED BANK OF ALBANIA SH.A	AAISALTRXXX	ALBANIA / TIRANA	22
	KREDITBANKEN A/S	AAKRDK22XXX	DENMARK / AABENRAA	43
	AAREAL BANK AG	AARBEB1XXX	BELGIUM / BRUSSELS	14

Data is now displayed differently in the SSIs section. You can view a Correspondent BIC, and consult categories and account numbers. To view additional details on the correspondent (for example, the national code) click on the BIC and navigate to the payment details of that BIC.

DEUTSCHE BANK A.G. EID 0019U1J

Main BIC: DEUTBEBEXX Main National ID: 825 [View all](#)

Institution Profile | **Payments Data** | BIC Events | News | Due Diligence

Routing data | **SSI** | Operational Structure

Standing Settlement Instructions (SSI) PDF

Something wrong or missing in the SSI data? [Report](#)

Currency: **CHF (SWIS)** Category: All Correspondent country: All Entities hierarchy: DEUTBEBI

SSI with several payment legs are indicated with  Please click on the arrow to expand

Currency	Correspondent BIC	Correspondent name	Account number	Country	Category 	Preferred
CHF	CRESCHZZ80A	CREDIT SUISSE (SCHWEIZ) AG	835091738023000	CH	ANYY	No

An SSI with several payment legs displays the following symbol:



If you click on the symbol, then the next legs in the payment flow are displayed.

Example

DEUTSCHE BANK A.G. EID 0019U1J

Main BIC: DEUTBEBEXX Main National ID: 825 [View all](#)

Institution Profile | **Payments Data** | BIC Events | News | Due Diligence

Routing data | **SSI** | Operational Structure

Standing Settlement Instructions (SSI) PDF

Something wrong or missing in the SSI data? [Report](#)

Currency: All Category: All Correspondent country: All Entities hierarchy: DEUTBEBI

SSI with several payment legs are indicated with  Please click on the arrow to expand

Currency	Correspondent BIC <small>Show all</small>	Correspondent name	Account number	Country	Category 	Preferred
 AED	DEUTDEFFXXX	DEUTSCHE BANK AG	50070010/92219950070	DE	ANYY	No
Correspondent: FIRST ABU DHABI BANK PJSC NBADAEAAVOS - COPA, FOEX, OPTI, MMKT, DERI, GUAR, TREA, ANYY						

DEUTBEBBXXX has an account with the head office DEUTDEFFXXX for AED.

The next payment leg displays that DEUTDEFFXXX has a correspondent account with NBADAEAAVOS for AED and the category is ANYY.

Provide feedback

You can provide feedback on SSI data when you complete and submit the following form directly in Bankers World Online:

Give feedback on specific data ✕

Type Error in SSI Missing SSI

Correspondent BIC

Currency

Please provide the correct data

[+ Add another feedback](#)

I would like SWIFT to follow up with me

[Cancel](#)

7.3 Payment System

Institution name, Country, City, BICs, LEIs, Moody's ID, other identifiers

Institutions (4345796)
 SSIs (17362)
Payment System (357)
 News (5679)

Acronym:
 Payment System:
 Country:

[Less search options](#)
[Reset](#)
[Search](#)

Reset all filters

There are currently **357** Payment System for the selected criteria.

< Hide			
Acronym	Payment System Name	ISO Country Code	N° of participants ▼
FedACH	Automated Clearing House	US	17892
BACS	Bankers Automated Clearing Services	GB	16735
FPS	Faster Payments Service	GB	15096

- ▼ Region
[Deselect all](#)
 N/A (53)
 Africa (72)

Faster Payments Service

PMI acronym	Country code	Currency codes
FPS	GB	GBP
Coverage	domestic	Operator company Faster Payments Scheme Limited
Platform	FPS	Operator country UNITED KINGDOM
		Operations start time 00:00+00:00
		Operations cut-off time 23:59+00:00

Participants (showing 20 of)

PARTICIPANT ID	BIC	PARTICIPANT NAME	PARTICIPANT TYPE
010004	NWBKGB2118R	NATIONAL WESTMINSTER BANK PLC	M
010008	NWBKGB21CMS	NATIONAL WESTMINSTER BANK PLC	M
010013	NWBKGB2146V	NATIONAL WESTMINSTER BANK PLC	M
010039	NWBKGB2113P	NATIONAL WESTMINSTER BANK PLC	M
010051	NWBKGB2140P	NATIONAL WESTMINSTER BANK PLC	M
010053	NWBKGB2115B	NATIONAL WESTMINSTER BANK PLC	M
010061	NWBKGB2133S	NATIONAL WESTMINSTER BANK PLC	M
010071	NWBKGB2148Q	NATIONAL WESTMINSTER BANK PLC	M
010085	NWBKGB2118M	NATIONAL WESTMINSTER BANK PLC	M
010090	NWBKGB2117T	NATIONAL WESTMINSTER BANK PLC	M

7.4 News

Institution name, Country, City, BICs, LEIs, Moody's ID, other identifiers

Institutions
(4345796)

SSIs
(17362)

Payment System
(357)

News
(343045)

Institution name

Type
 Broadcast via SWIFT
 Reuters News

Broadcast category

News topic

BIC

Keyword

Broadcast number

Country

Date from

to

Broadcast Initiator
 SWIFT
 Bank

[Less search options](#)
[Reset](#)
[Search](#)

[Reset all filters](#)

< Hide ▼ Broadcast category Deselect all <input checked="" type="checkbox"/> BANK (3540) <input checked="" type="checkbox"/> BROADCAST AMENDMENT (80) <input checked="" type="checkbox"/> BUSINESS CONTINUITY PLANNING (1) <input checked="" type="checkbox"/> CORRESPONDENT BANK (1712) <input checked="" type="checkbox"/> CURRENCY (29)	Institution name	BIC	Type	Date	Title
	'KAZKOMMERTSBANK' JSC(FORMERLY 'BTA BANK' JSC)	ABKZKZKXXXX	News	2016-01-14	Kazkommertsbank AO announces completion of application acceptance on purchase of BTA Bank shares
	'KAZKOMMERTSBANK' JSC(FORMERLY 'BTA BANK' JSC)	ABKZKZKXXXX	News	2015-12-22	Kazkommertsbank AO, BTA Bank complete simultaneous asset transfer
	'KAZKOMMERTSBANK' JSC(FORMERLY 'BTA BANK' JSC)	ABKZKZKXXXX	News	2015-12-10	Kazkommertsbank AO announces sale of shares of BTA Bank
	'KAZKOMMERTSBANK' JSC(FORMERLY 'BTA BANK' JSC)	ABKZKZKXXXX	News	2015-08-14	Fitch downgrades and withdraws BTA Bank AO ratings
	'KAZKOMMERTSBANK' JSC(FORMERLY 'BTA BANK' JSC)	ABKZKZKXXXX	News	2014-12-26	Kazkommertsbank AO updates on

E-mail alert for broadcast messages

You can receive an e-mail alert about public MT094 broadcast messages.

Existing customers who want to change, add, or remove users should forward an e-mail to swiftref@swift.com.

7.5 Countries & Currencies

Countries & Currencies contains the following information:

- Country
- Currency name - code
- Administrative capital
- Next holiday

Country	Currency name - code	Administrative capital	Business languages	Next Holiday
AFGHANISTAN	AFGHANI - AFN	Kabul	Afghan Persian or Dari, Pashto	19 Aug 2018
ÅLAND ISLAND	EURO - EUR	Mariehamn		22 Jun 2018
ALBANIA	LEK - ALL	Tirana	Albanian	21 Aug 2018
ALGERIA	ALGERIAN DINAR - DZD	Algiers	Arabic	5 Jul 2018
AMERICAN SAMOA	US DOLLAR - USD	Pago Pago	Samoan	4 Jul 2018
ANDORRA	EURO - EUR	Andorra la Vella	Catalan	15 Aug 2018
ANGOLA	KWANZA - AOA	Luanda	Portuguese	17 Sep 2018
ANGUILLA	EAST CARIBBEAN DOLLAR - XCD	The Valley	English	6 Aug 2018
ANTIGUA AND BARBUDA	EAST CARIBBEAN DOLLAR - XCD	Saint John's	English	6 Aug 2018
ARGENTINA	ARGENTINE PESA - ARS	Buenos Aires	Spanish	20 Jun 2018

When you select a country, the following information is provided:

- Macro Economic
- Holidays
- Credit ratings
- Payment data
- Broadcasts and news

7.6 Holidays

The **Holidays tool** contains a consolidated calendar including the countries that observe holidays on a specific day.

There are two main options to view the **Holidays tool** calendar:

- **Month view**
Contains the countries that observe holidays on a specific day
- **Day view**
Contains a list of countries, holiday names, holiday categories, and holiday types that observe holidays on the selected day

Select or deselect the following options to filter your view of the **Holidays tool** calendar:

- Bank Holidays
- Currency Holidays
- Exchange Trading Holidays
- Exchange Settlement Holidays
- Target Holidays
- Weekend

GERMANY

ISO country name (code)
Germany (DE)

Administrative capital
Berlin

Currency (ISO code)
EURO (EUR)

Banking hours
Mon to Fri 09.00-13.00, 14.00-16.00

Macro Economic
Holidays
Credit Ratings
Payment Data
Broadcasts and News

Holidays Today < November 2018 >

View

Show
 Bank
 Currency
 Exchange trading
 Exchange settlement
 Target
 Weekend

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 All Saints' Day	2	3
4	5 National Unity Day OBS	6	7	8	9	10
11	12 Veterans' Day OBS	13	14	15 Today	16	17
18	19	20	21	22 Thanksgiving	23	24

7.7 IBAN Tools

- [IBAN Validation](#) on page 24
- [IBAN Structure](#) on page 25
- [IBAN Constructor](#) on page 25

7.7.1 IBAN Validation

Validation tool

IBAN tools

IBAN Validation

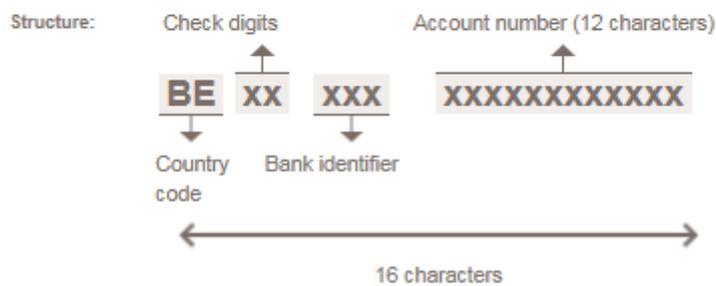
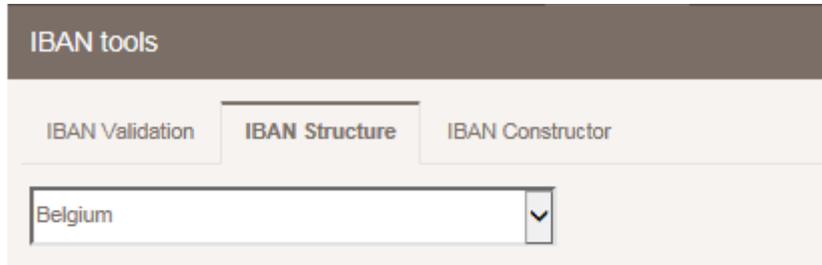
IBAN Structure

IBAN Constructor

Validate

7.7.2 IBAN Structure

Structure tool example



7.7.3 IBAN Constructor

Procedure

1. Select the desired country from the drop-down list.
2. Type additional information into the fields provided (if necessary).
3. Click [Construct](#).
4. If it is valid, then the result IBAN and its relevant information will appear.

8 Support

You can provide your feedback with the new options:



Give us your feedback ✕

Click on one of the two buttons below to give us you feedback.

 **I want to give feedback on a specific data error or missing data**

 **I want to give general feedback about the product**

Give feedback on specific data



Type

- Error in data Missing data Others

Type something here...

[+ Add another feedback](#)

I would like SWIFT to follow up with me

Cancel

Submit

Give generic feedback ✕

Would you recommend BWO to other customers?

0 1 2 3 4 5 6 7 8 9 10
☹ Not likely Extremely likely ☺

Your comments to product management

Type something here...

I would like SWIFT to follow up with me

Cancel

Submit

If you do not find the information that you are looking for, then contact Support:

- **You are registered for SWIFT Support**
Create a support case: go to [Report a case](#) on www.swift.com.
- **You are not registered for SWIFT Support**
 - If you have a BIC, then register on www.swift.com > [Register now](#).
 - If you do not have a BIC or you do not know your BIC, then contact the SWIFTRef administrator at your institution.

Type of support	Contact information
SWIFTRef data content and operational issues: <ul style="list-style-type: none">• data issues• directory publication issues• directory file queries• website application errors• identity and access management	www.swift.com/support <ul style="list-style-type: none">• Documentation (User Handbook)• Knowledge base• Report a case
SWIFTRef sales enquiries	Send an e-mail to swiftref@swift.com

9 E-mail Alerts

You can receive an e-mail alert about public MT094 broadcast messages.

Existing customers who want to change, add, or remove users should forward an e-mail to **swiftref@swift.com**.

10 Passkeys and Access to SWIFTRef Online Products

10.1 About Passkeys and Grant/Revoke Access

Overview

There are two ways that a SWIFTRef user administrator can give staff within an institution access to SWIFTRef products:

1. grant access with the **Grant/revoke access** tab
2. with a passkey

Only an administrator can use the grant/revoke access functionality. The administrator may receive a direct request from a user, and the administrator decides that it is easier to add the user with the **Grant/revoke access** tab than with a passkey.

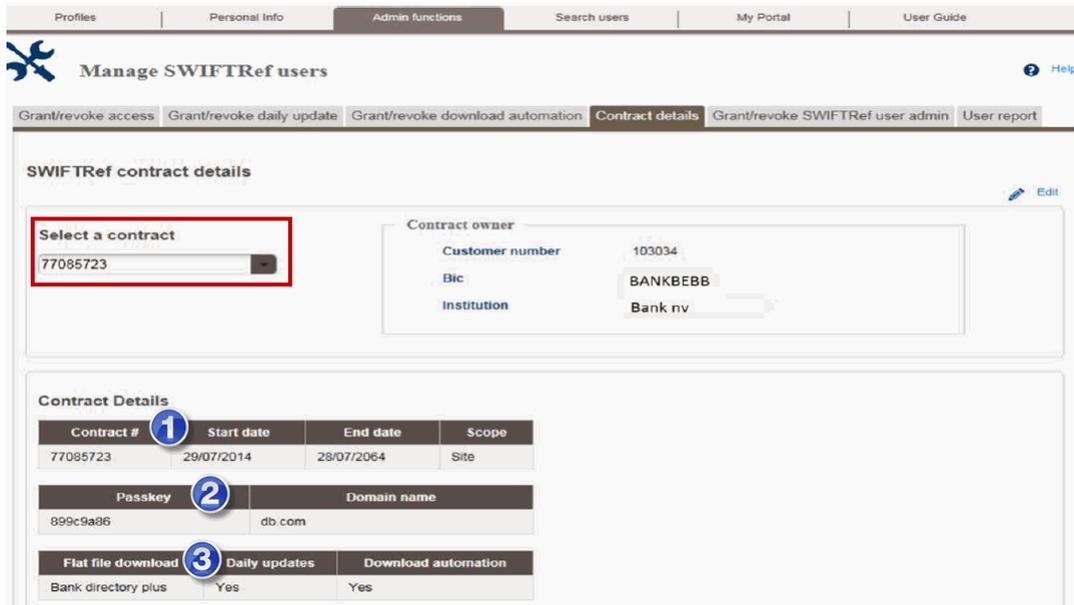
For more information, see [How does a SWIFTRef user administrator grant or revoke user access to SWIFTRef products?](#) on page 36.

About passkeys

An administrator can use the grant/revoke access functionality even if the passkey exists.

If you decide to use the passkey option, then the following rules apply:

- The passkey is used by a person within the SWIFTRef user administrator's institution to register on swift.com and get access automatically to the SWIFTRef product linked to a specific contract. There is no need for additional approval by the administrator.
- The SWIFTRef user administrator can distribute the passkey to a large number of people in the institution. These people then decide if they want to register on swift.com and request access to SWIFTRef products. The administrator does not have to know in advance if each individual user already has a profile on swift.com.
- A passkey is linked to one domain name and one contract.
- Normally, there is only one product per contract.
- For one contract, an administrator cannot define two passkeys for the same domain name.
- An administrator cannot edit a passkey. The administrator can only add or remove passkeys.



Under **Contract details**, you see the following:

Item	Description
1	Information about the contract
2	The passkey and the related domain name
3	SWIFTRef products linked to the contract and options that you may have ordered, such as daily updates or download automation

10.2 How does a SWIFTRef user administrator access passkeys for SWIFTRef online products?

Procedure

1. Log in to www.swift.com.
2. In your profile, select **Admin functions**, then select **Contract details**.
3. Select the appropriate contract from the drop-down list. This list contains the SWIFTRef contracts that you can manage.
4. You (the administrator) then give the passkey to new end users for self-activation.

Related information

[About Passkeys and Grant/Revoke Access](#) on page 31

[How does a user without a swift.com account get access to SWIFTRef products?](#) on page 34

10.3 How does a SWIFTRef user administrator add and remove passkeys?

Procedure

1. Log in to www.swift.com.
2. In your profile, select **Admin functions**, then select **Contract details**.
3. Select the appropriate contract from the drop-down list. This list contains the SWIFTRef contracts that you can manage.
4. Click **Edit**.
5. To add a passkey, click **Add**. Type the domain name for the new passkey.
To remove a passkey, click **Remove**.

The screenshot shows the 'Manage SWIFTRef users' interface. At the top, there is a navigation bar with tabs: Profiles, Personal Info, Admin functions (selected), Search users, My Portal, and User Guide. Below this is a sub-header 'Manage SWIFTRef users' with a 'Help?' link. The main content area has several tabs: Grant/revoke access, Grant/revoke daily update, Grant/revoke download automation, Contract details (selected), Grant/revoke SWIFTRef user admin, and User report. Under the 'Contract details' tab, there is a 'Set contract end-date' section. Below that is the 'SWIFTRef contract details' form, which includes a 'Contract owner' section with fields for Customer number (103034), Bic (BANKBBEBB), and Institution (Bank nv). There is also an 'Enter a contract' section with a text input field containing '77085723' and an 'Enter' button. At the bottom of the form, there is a 'Contract Details' section with a table of passkeys. The table has columns for 'Passkey' and 'Domain name'. The first row shows a passkey 'bfa12afc' and an empty domain name field. To the right of the table are 'Remove' and 'Add' buttons.

6. Click **Save**.

10.4 How does a user with a swift.com account get access to SWIFTRef products?

Procedure

1. Ask the SWIFTRef user administrator within your institution for the passkey for the product that you need access to.

For more information, see [About Passkeys and Grant/Revoke Access](#) on page 31.

A passkey is linked to one domain name and one contract.

Normally, there will be only one product per contract.

2. Log in to www.swift.com with your existing profile.
3. Click **Profiles > Request Accesses**.
4. Click **Edit**.

- Under **Licenses**, for SWIFTREF products, click **Enter Passkey**.

Licenses			
Accord	Accord description	More info	Swift managed
Data management for EURO1/STEP1	Data management for EURO1/STEP1		Swift managed
Developer Resource Centre	Developer Resource Centre description	More info	Swift managed
Fixed fee reporting	Fixed fee reporting description		<input type="checkbox"/>
Know Your Customer	Know Your Customer description	More info	Swift managed
Remote Support	Remote Support description	More info	Swift managed
SWIFTREF products	SWIFTREF products description	Click to change Request trial access Enter Passkey	
SWIFTRef EURO1/STEP1 products	SWIFTRef EURO1/STEP1 products description	Click to change	
Watch	Watch description	More info	Swift managed
my Standards	my Standards description		Swift managed

Board / eAGM

[Cancel](#) [Save](#)

A pop-window appears.

- Type your passkey and click **OK**.
- Click **Save**.

The system verifies if your e-mail address is allowed by the passkey. After verification, the system grants you access to the SWIFTRef product that is linked to the passkey.

10.5 How does a user without a swift.com account get access to SWIFTRef products?

Procedure

- Ask the SWIFTRef user administrator within your institution for the passkey for the product that you need access to.

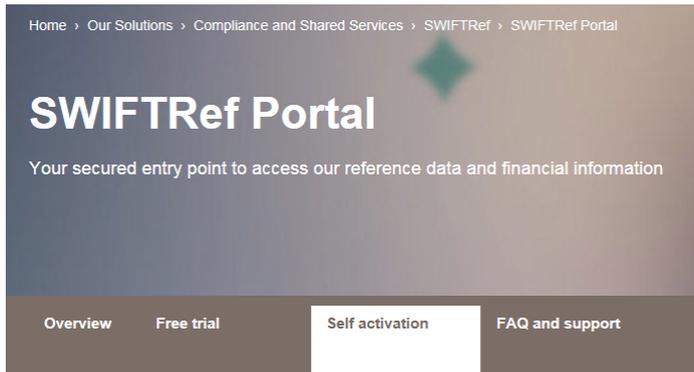
For more information, see [About Passkeys and Grant/Revoke Access](#) on page 31.

A passkey is linked to one domain name and one contract.

Normally, there will be only one product per contract.

- Go to <https://www.swift.com/our-solutions/compliance-and-shared-services/swiftref/swiftref-portal/self-activation#topic-tabs-menu>.

3. Click [form](#).



Self activation

Are you ready to benefit from the SWIFTRef offering? If so, you can create an account to access the secured area of swift.com.

The first step is to pick up the SWIFTRef Passkey from the swift.com administrator in your institution – you will need to provide this during the registration procedure.

Once you have obtained the Passkey, you can access the [form](#) to register to SWIFTRef.

4. Complete all of the fields, including your business e-mail address.

Type the passkey that you received from your administrator .

Important Your passkey is only valid for an e-mail address that is specific to the passkey. Your SWIFTRef user administrator should tell you the e-mail domain name that is allowed.

5. Click [Next](#).
6. Type your phone number.
7. From the passkey, the system knows the institution that owns the contract. The system shows the BICs that are owned by the institution worldwide, if the contract allows this. For institutions without a BIC, the system also knows the owner of the contract and allows you to register for that institution without a BIC.
8. Select the BIC for which you want to register from the drop-down list.
9. If the institution has standard profiles defined, then a drop-down list displays the standard profiles that you can select.
10. Type your password, and click [Next](#).
The system sends a request for registration to the swift.com administrators of the institution.
11. When the swift.com administrator approves your request, your profile on swift.com is created, and you have access to the SWIFTRef products that belong to the passkey that you used.
The system sends an e-mail to inform you about the approval of your registration.
12. You can now log in to and use the SWIFTRef products.

10.6 How does a SWIFTRef user administrator grant or revoke user access to SWIFTRef products?

As SWIFTRef user administrator, you can only grant or revoke access to SWIFTRef products for the contracts that you manage.

The same procedure applies to grant and revoke access for the following SWIFTRef products. Just select the appropriate tab:

- online SWIFTRef products (such as Bankers World Online) and manual download (monthly file): use the **Grant/revoke access** tab
- daily updates: use the **Grant/revoke daily update** tab
- download automation: use the **Grant/revoke download automation** tab

Important For download automation, you may only grant this option to two user IDs per contract. If you select more than two, then the system displays a warning.

Procedure

1. Log in to www.swift.com.

Tip To view the video version of this task, see the Knowledge base tip [5019531](#).

2. Select the admin function tab **Grant/revoke access**.

Contract #	Start date	End date	Scope
77085723	29/07/2014	28/07/2064	Site

Granted	Name	Email address	Institution name	BIC/PIC	Customer #
<input checked="" type="checkbox"/>	User1	test.user1@db.be	bank nv	BANKBEBB	
<input type="checkbox"/>	User2	test.user2@db.be	bank nv	BANKBEBB	
<input type="checkbox"/>	User3	test.user3@db.be	bank nv	BANKBEBB	

3. Select the contract from the drop-down list.
4. Select the product from the drop-down list. Normally, there is only one product per contract.

- Search for the users to whom you want to grant access for this product. You can use the following search criteria:

- Name
- BIC
- E-mail
- Contract#

This searches for users who already have access to another contract for SWIFTRef products.

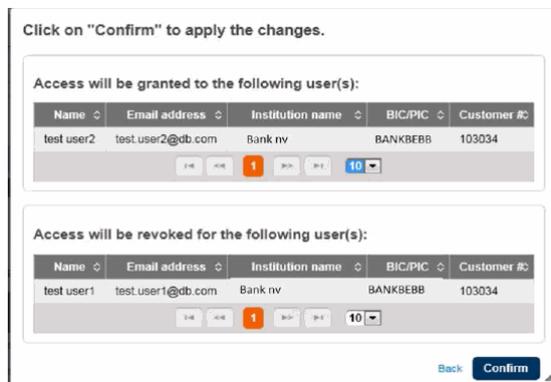
If the scope of the contract = Group, then the system searches for all users of your institution worldwide. If the scope = Site, then the system searches for users that are registered for the owner of the contract.

- Click .

The system displays the users found. If the user already has access to this product for the selected contract, then the check box in the first column is selected.

- Check that the e-mail address is correct.
- You can edit the check boxes in the first column. When you select one, access is granted. If you clear a check box, then access is removed.
- Click .

A pop-up window appears showing which users will be granted access, and for which users access will be revoked.



- Click .

The system stores the changes and sends an e-mail to the users to inform them that their profile on swift.com has changed.

Related information

[About Passkeys and Grant/Revoke Access](#) on page 31

[Knowledge base video: How does a SWIFTRef Administrator grant and revoke user access to various products](#)

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