

Instructions for Standardizing and Customizing a New HMDAGSE Import Data Format for the Post Purchase Data Correction Utility in MIDANET

Introduction

You have received the MIDANET (MNPC) **Post-Purchase Data Correction Utility (PPDCU)** HMDAGSE Import Data Format customization instructions. These instructions only apply to the standard HMDAGSE Import Data Format, which is used for submission of post purchase data corrections to HMDA data. These instructions **do not** include the one-time executable program that will populate the start positions in the standard HMDAGSE Import Data Format for all the new fields included in our 2003 year-end release. Please call 800-Freddie and request the HMDAGSE format executable.

Overview

Our 2003 year-end release of MIDANET was distributed in January 2004. If you have received the download or have installed the new version via the update diskettes, all new field start positions in the HMDAGSE import data format were set to zero, thus requiring you to manually update the start positions within the format before you can begin importing the new fields.

The PPDCU HMDAGSE Import Data Format Standardization program will delete the zeros and supply the start positions for the standard import data format. However, to make sure you do not lose any customized field positions that you have already applied to the standard HMDAGSE import data format, you must complete a one-time process to print out a copy of your existing import data format.

IMPORTANT: Prior to downloading the PPDCU HMDAGSE Import Data Format Standardization program into your MIDANET directory, it is important to print out the existing HMDAGSE import data format from the Additional Loan Data Formats menu in the Post-Purchase Data Correction Utility (PPDCU). If you have a custom import data format in place, it is especially important to do this in order to be able to reproduce your custom format's start positions and field lengths after the program executes. Follow the instructions below to print out your existing HMDAGSE import data format.

Instructions for Printing the HMDAGSE Import Data Format Setup in PPDCU

1. To print the formats, select the following options from the Main Menu in MIDANET:
 - a. 1- **Single Family Mortgage**
 - b. 8- **Process Post Purchase Data Corrections**
 - c. 2- **Process Batch Post Purchase Data Corrections**
 - d. 5 - **Additional Loan Data Formats**

2. The Process Data Formats screen will display.

```

Freddie Mac                M I D A N E T                MMAP0000
                          - Process Data Formats -                F3 = Help

FUNCTION ==> B            (A)dd (U)pdate (B)rowse (D)elete

Data Format Name.....: HMDAGSE

List of Data Formats:  AMINUSTX HMDAGSE

ENTER YOUR SELECTION

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3. Type **B** at the **FUNCTION** prompt to browse the format and press ENTER.
4. Type **HMDAGSE** at the **Data Format Name** prompt and press ENTER.
5. The Process Data Formats screen displays.

```

Freddie Mac                M I D A N E T                MMAP1810
                          - Process Data Formats -                F3 = Help

FUNCTION ==> U            Form Type...: HPD      Data Format Name...: HMDAGSE
FIELD NAME                START    LENGTH    FIELD NAME                START    LENGTH

Loan Number                5        9        Borrower Age                70       2
Contract Number            30       10       Co Borrower Age            72       2
Seller Servicer No         40       6        1st Time Buyer              74       1
Spec Char Cd1              48       3        Number of Borrowers         75       2
Spec Char Cd2              51       3        Year Built                   77       4
Spec Char Cd3              54       3        Number Bdrms Unit1          81       1
Spec Char Cd4              57       3        Number Bdrms Unit2          82       1
Spec Char Cd5              60       3        Number Bdrms Unit3          83       1
Spec Char Cd6              63       3        Number Bdrms Unit4          84       1
Borrower Race              66       1        Gross Mo Rent Unit1         85       5
Co Borrower Race           67       1        Gross Mo Rent Unit2         90       5
Borrower Gender            68       1        Gross Mo Rent Unit3         95       5
Co Borrower Gender         69       1        Gross Mo Rent Unit4        100      5

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ENTER ALL HIGHLIGHTED FIELDS

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6. Print the screen and press Enter. Repeat for pages 1-3.

Keep screen print outs for future reference; you may need them for the Customizing the HMDAGSE Format Instructions on the next page.

Downloading instructions for the PPDCU HMDAGSE Import Data Format Standardization program executable into your MIDANET directory.

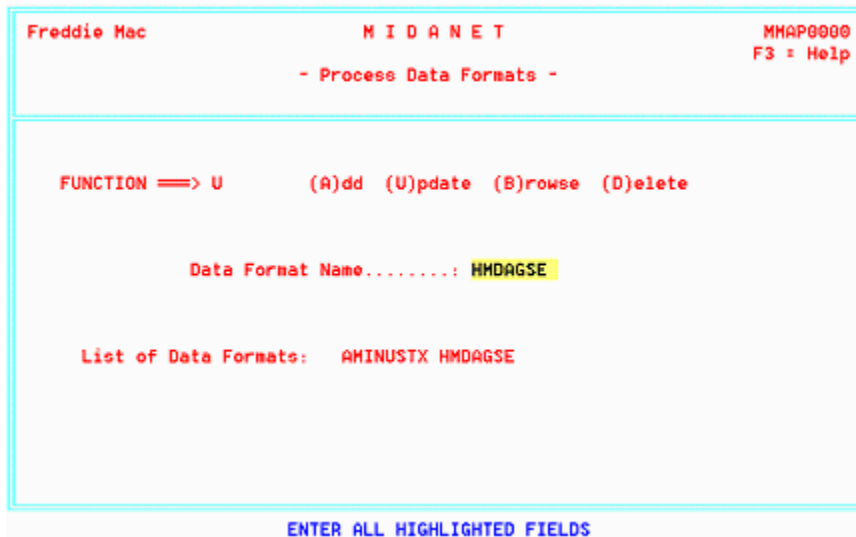


If you do not have the one-time executable program that will populate the start positions in the standard HMDAGSE Import Data Format for all the new fields included in our 2003 year-end release. Please call 800-Freddie and request the HMDAGSE format executable.

1. Download the file EXECUTE0.EXE into you MIDANET Directory.
2. Bring up the MIDANET application. At this point the import data format has been standardized with the correct start positions.
3. To view and print the updated import format follow the print instructions above.
4. To customize the updated import format follow the instructions below.

Instructions for Customizing the HMDAGSE Data Format Setup in PPDCU

1. To update the formats, select the following options from the Main Menu in MIDANET:
 - a. 1- **Single Family Mortgage**
 - b. 8- **Process Post Purchase Data Corrections**
 - c. 2- **Process Batch Post Purchase Data Corrections**
 - d. 5- **Additional Loan Data Formats**
2. The Process Data Formats screen displays.



3. Type **U** at the function prompt to update the new format and press ENTER.
4. Type **HMDAGSE** at the **Data Format Name** prompt and press ENTER.
5. The Process Data Formats screen displays.

Freddie Mac		M I D A N E T		MMAP1810	
		- Process Data Formats -		F3 = Help	
FUNCTION ==> U	Form Type...: HPD	Data Format Name...:	HMDAGSE		
FIELD NAME	START	LENGTH	FIELD NAME	START	LENGTH
Loan Number	5	9	Borrower Age	70	2
Contract Number	30	10	Co Borrower Age	72	2
Seller Servicer No	40	6	1st Time Buyer	74	1
Spec Char Cd1	48	3	Number of Borrowers	75	2
Spec Char Cd2	51	3	Year Built	77	4
Spec Char Cd3	54	3	Number Bdrms Unit1	81	1
Spec Char Cd4	57	3	Number Bdrms Unit2	82	1
Spec Char Cd5	60	3	Number Bdrms Unit3	83	1
Spec Char Cd6	63	3	Number Bdrms Unit4	84	1
Borrower Race	66	1	Gross Mo Rent Unit1	85	5
Co Borrower Race	67	1	Gross Mo Rent Unit2	90	5
Borrower Gender	68	1	Gross Mo Rent Unit3	95	5
Co Borrower Gender	69	1	Gross Mo Rent Unit4	100	5

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ENTER ALL HIGHLIGHTED FIELDS

7. Use the TAB key to move down and up the screen from field to field.
8. Tab to the field you would like to update. You must enter the field position, field length and number of decimals, as applicable. Use your screen prints from the previous section to determine the correct field positions, field lengths and number of decimals
9. Press ENTER to go to the next page.
10. You will be prompted at each screen to confirm your changes. Type **Y** at the bottom of the screen, to confirm your data is correct.
11. Repeat steps until all custom fields are updated.

Follow the print format instructions and print the updated format for future reference.

If you have questions about this process, please call 1-800-Freddie or your Customer Relations Representative.