

## Security Code Setup

The Security Code Setup allows the credit union to establish up to forty (40) security descriptions (four tabs with ten security codes on each tab) to be utilized when issuing loans on the system. This represents the collateral being used for the loan.

	Title	TRW Code	Metro 2 Code		Title	TRW Code	Metro 2 Code
1:	<input type="text"/>	<input type="text"/>	<input type="text"/>	2:	<input type="text"/>	<input type="text"/>	<input type="text"/>
3:	<input type="text"/>	<input type="text"/>	<input type="text"/>	4:	<input type="text"/>	<input type="text"/>	<input type="text"/>
5:	<input type="text"/>	<input type="text"/>	<input type="text"/>	6:	<input type="text"/>	<input type="text"/>	<input type="text"/>
7:	<input type="text"/>	<input type="text"/>	<input type="text"/>	8:	<input type="text"/>	<input type="text"/>	<input type="text"/>
9:	<input type="text"/>	<input type="text"/>	<input type="text"/>	10:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Figure 1

To enter a title for a specific field, use the arrow keys to highlight the area next to the code or click on the area. Also, remember to enter the appropriate TRW Code (and/or Metro 2 Code) when entering a title for a security code. This is used for reporting to a credit bureau. Enter the desired wording and the TRW Code (and/or Metro 2 Code) then select Save to save the changes.

A “Security Code” description can be selected when using the Add Loan Wizard to enter the information for a loan. Unless different Security Code titles have been entered on the Security Code Setup window, the default titles will display in the “Security Code” drop down box when entering the information for a loan.

- ⇒ When the **“Metro I Credit Bureau”** job is selected in the Extracts window under [\[Main Ribbon > Reports > Extracts\]](#), the system will use either the default Loan Security Codes 1-16 or the codes in the TRW column.
- ⇒ When the **“Metro II Credit Bureau”** job is selected in the Extracts window under [\[Main Ribbon > Reports > Extracts\]](#), the system will use the codes in the Metro 2 Code column. The Metro 2 Code column must be filled in for every security code used by the credit union.

The Metro II Credit Bureau job will check all loan suffixes on the system. If there is a loan on the system that has a security code and there is nothing entered in the Metro 2 column on the Security Code Setup window, an error message of “Missing Metro 2 Code for Security (xx)” will be displayed. The first security code that is missing a Metro 2 Code will be mentioned.

If using the Metro 2 format to report to any of the credit bureaus, the appropriate Metro 2 Code must be entered for all of the security codes being used by the credit union. Refer to information from the credit bureau for the Metro 2 codes. **The Metro 2 codes entered on the Security Code Setup window must be two digits/characters in length. Example: Enter 01 not 1.**

This screen gives the credit union the flexibility of using the **default** security descriptions or entering credit union defined descriptions. **\*\*Note:** If the Security Title field is left blank, the system will use the default Security Code description. The default Security Code Titles and default TRW codes are as follows:

Security Code	Description	TRW Code	Security Code	Description	TRW Code
01	Unsecured	TRW = 01	09	Miscellaneous	TRW = 31
02	Share Pledge	TRW = 02	10	FHA Title 1	TRW = 04
03	Partial Share Pledge	TRW = 03	11	First Mortgage	TRW = 26
04	New Vehicle	TRW = 00	12	Other Mortgage	TRW = 26
05	Used Vehicle	TRW = 00	13	Student	TRW = 12
06	Recreational Vehicle	TRW = 11	14	Farm Equipment	TRW = 02
07	Boat	TRW = 11	15	Co-Maker ***see below	
08	Furniture	TRW = 22	16	Other (assigned by CU)	

\*\*\*This gets reported to the credit bureau as unknown. Discontinue using this code. Comaker is not a security/collateral reason.

**Note:** The Enterprise system converts 99 (TRW code) to 00. Blank to TRW is 00 but 00 to Enterprise is nothing.

The TRW Code needs to be entered ONLY if the credit union is NOT using the default Security Code descriptions. If the description field is blank, the system will use the default TRW Codes and it is NOT necessary to fill in the TRW Code field. If credit union defined security descriptions are entered, the following TRW Codes must be entered.

TRW Code	Security Description
99	Automobile (new or used)
01	Unsecured
02	Secured (share pledge)
03	Partially Secured (partial share pledge)

TRW Code	Security Description
04	Home Improvement
05	FHA Home Improvement
06	Installment Sale Contract
07	Charge Account
08	Real Estate, specific type unknown terms in years
10	Business
11	Recreational Merchandise (RV, boat, etc.)
12	Education (student) loan
13	Lease
15	Check Credit or Line of Credit
17	Mobile Home
18	Credit Card
19	FHA Real Estate Mortgage - terms in years
20	Note Loan
22	Secured by Household Goods (furniture)
23	Secured by Household Goods & Other Collateral
25	VA Real Estate Mortgage - terms in years
26	Conventional Real Estate Mortgage - terms in years
27	Real Estate Mortgage - with or w/o other collateral - Usually a 2 <sup>nd</sup> mortgage - terms in months
29	Rental Agreement
30	Summary of Accounts with Same Status
31	Unknown - This value is not displayed on Trans Union reports (Miscellaneous)
34	Debt Counseling Service
37	Combined Credit Plan
43	Debit Card
47	Credit Line Secured
48	Collections Agency/Attorney
50	Family Support
65	Government Unsecured Guaranteed Loan
66	Government Secured Guaranteed Loan
67	Government Unsecured Direct Loan
68	Government Secured Direct Loan
69	Government Grant

TRW Code	Security Description
70	Government Overpayment
71	Government Fines
72	Government Fee for Services
73	Government Employee Advance
74	Government Miscellaneous Debt
77	Returned Check
78	Installment Loan - This value will not display on Trans Union reports as a loan type
85	Bi-monthly mortgage payment (every other month)
87	Semi-monthly mortgage payments (twice per month)
89	Home Equity Loan
90	Medical Debt
91	Debt Consolidation (multiple loan consolidated into one loan)
92	Utility Company
93	Child Support
94	Spouse Support
95	Attorney Fees

A **SECURITY CODE REPORT** is generated with monthend processing. The Security Code field is accessible through Query Optional Software. To file maintain the Security Code for a specific loan suffix, first display the suffix from the Member Summary window. Next, either use the arrow keys to highlight the "Security" field or double click on this field. A small window will display to select a New Value for the Security field. Tab to Save and press enter or click on Save to save the change. The Security Description (title) displays on the LOAN SUFFIX INQUIRY as well as the monthly SECURITY CODE REPORT.