

**IMPORTANT MEMORANDUM**

TO: Clearing Member Firms  
Chief Financial Officers  
Back Office Managers

FROM: CME Group Clearing

SUBJECT: Enterprise Reporting Portal (ERP) –**New Release OTC IRS CSV Reports**

Please be advised the following daily OTC IRS reports are now available in csv format for firm retrieval within ERP New Release. The reports were previously only available for retrieval via the firm folder on the SFTP site.

**ERP Report Id**

- **NR\_IRSTR\_EOD** (Trade Register)
- **NR\_IRSTR\_IDY** (Trade Register)
- **NR\_IRSCA\_EOD** (Cash Flow Advisory)
- **NR\_IRSMR3** (Margin Report)
- **NR\_IRSNS** (Notional Schedule)
- **NR\_IRSXV** (Portfolio Margin Futures Settlement Variation)
- **NR\_IRSXV\_ITD** (Portfolio Margin Futures Settlement Variation)

**Firm Access**

- The reports are only available to CME OTC IRS Clearing Member Firms with access to the **Firm OTC Operations** role in ERP
- A new role is required to access OTC IRS CSV Reports within ERP. Firms that have the same Firm ID for both Futures and OTC business have been granted the new **Firm OTC Operations** role with the same firm associations. You are not required to fill out a Member Firm Online System Access Request Form.
- Firms that don't currently have access to ERP in New Release or have a different Firm ID for Futures and OTC business will need to request access to the new **Firm OTC Operations** role. This can be done by completing the [Member Firm Online System Access Request Form](#).

**For questions or further information:** please contact our CME Clearing Client Services Team at 312.207.2525 or 312.338.7112. Alternatively the team can be reached via email at [ccs@cmegroup.com](mailto:ccs@cmegroup.com) or [onboarding\\_clearing@cmegroup.com](mailto:onboarding_clearing@cmegroup.com)