

RIMS University: Send Docs & Regulation B

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Subject: Send Docs / Reg B

Overview

Send Docs is a new capability that allows you to send a file (or files) to one or more recipients directly from the RIMS environment. Regulation B (Reg B) functionality utilizes this new capability plus adds some optional workflow tools and enhanced logging capabilities.

- Topics for this Session
 - Send Docs
 - Permission based
 - Configurable
 - Individual vs. Batch
 - Logging
 - Reg B
 - Workflow functionality applies to internal Tasks only
 - New buttons on appropriate Reg B Task(s)
 - Configurations
 - Logging

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Send Docs

- Permission based -
 - Can be assigned to entire user types, including JM, PA and CA
 - NOT current available to AO users
- Configurable
 - Document size – keep in mind recipient's ability to receive
 - # Documents (from Job or File Attachments)
 - Recipient email systems look at the total size of attachments, not each file, so caution with sizes and usage.
- Individual file or batch selection
 - Send an individual file
 - Select multiple files to send at the same time (beware of size limitations)
 - Select / add files not part of the RIMS job/task
 - Caution on recipient selection; verify before sending (selections by role)

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Send Docs (cont.)

- Logging
 - Job Change Log
 - Action taken (Documents Emailed) and list of documents attached
 - Secondary entry on calculated Delivery Date (regulatory 3-day calculation)
 - Notification Log
 - Send Docs utilizes Email Popup for sending notices
 - All recipients logged along with detail view of message(s) and attachments list

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Reg B

Regulation B (Reg B) outlines rules that lenders must follow when obtaining and processing credit information. Section 1002.14 applies to providing appraisals and other valuations (first lien on dwellings)

RIMS has incorporated functionality that allows you to send via email one or more valuations to satisfy this section or to capture a manual event like physical delivery via USPS. This functionality leverages Send Docs feature.

Note that this requirement may be conditional on:

- Borrower is willing to accept electronic delivery, and
- Borrower has the capacity to receive and view the electronic file

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Reg B

- Internal Tasks only
 - New buttons on the tasks for email or mail options
- Configurations
 - Request confirmation of borrower willingness / capability to receive electronic delivery
 - New Task Code Category (Send Docs)
 - Regulatory 'delivery days' calculation – business days
 - Include Borrower as recipient (if email provided on request)
- Job Change Log
 - Action taken (Documents Emailed or mailed) and list of documents attached
 - Secondary entry on calculated Delivery Date (regulatory 3-day calculation)
- Notification Log (*Send Docs only*)
 - Send Docs utilizes Email Popup for sending notices
 - All recipients logged along with detail view of message(s) and attachments list



Thank You