

# RFS Matching and Suspense (MAS) Module: Issuer Attestation

## ISSUER QUICK REFERENCE CARD



This Quick Reference Card (QRC) is for Issuers attesting to Ginnie Mae that loans have active Insurance/Guaranty/Endorsement for Single Family loans that have an MC (Matched on Case Number only to Agency data) or NC (Case Number not matched to Agency data) match code for nine months or longer.

### Issuer Attestation of Loans

1. Navigate to MyGinnieMae via [Ginnie Mae Enterprise Portal - Home](#).

2. Select **Login** in the upper right-hand corner.



3. Enter your **Username** and **Password**. Select **LOGIN**.

**Government Security Disclosure**  
You are accessing a U.S. Government Information system, which includes (1) the computer, (2) the computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This Information system is provided for U.S. Government authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this Information system, you understand and consent to the following:

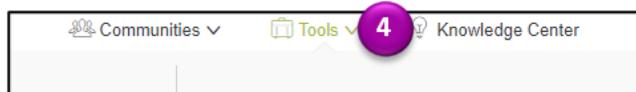
- You have no reasonable expectation of privacy regarding any communications or data handling or stored on this Information system. At any time, the government may for any lawful government purpose monitor, intercept, search and seize any communication or data handling or stored on this Information system.
- Any communications or data handling or stored on this Information system may be disclosed or used for any lawful government purpose.
- You consent to find and remediate. You may not rely on any statements or informal policies purporting to provide you with any expectations of privacy regarding communications on this system, whether oral or written, by your supervisor or any other official, except HHS or Ginnie Mae's Chief Information Officer.

**Initial Authentication**  
Please provide your username and password.

Username: \_\_\_\_\_  
Password: \_\_\_\_\_

**LOGIN** [Forgot Password](#)

4. Select **Tools** in the upper right-hand corner.



5. Select **MAS** under Applications.

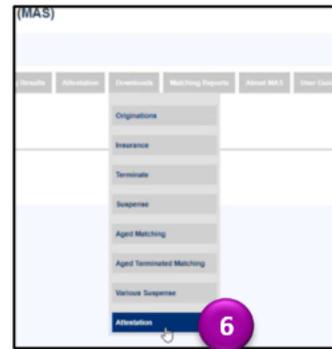
Applications	
RFS	Other Applications
ADMIN	Access Management Console
CAVS	GMARS
Contact Management	GMARS Dashboards
DART	
E-Notification	
File Upload	
GPADS	
HRA	
IOPP	
IPA	
<b>MAS</b>	
MOR	
PA / EF	
PA / MF	
PA / PDS	
PA / SF	
SCRA	
TP File Upload	
WHFIT	

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- Select the **Downloads** drop-down menu and select **Attestation** from the list view.



- Review the affected loans that have aged 9+ months and research as to whether the affected loans are insurable.

PoolID	Pool Issue Date	Unique Loan ID	Issuer Loan ID	Match Code	Match Date	Attested/Waived Flag	Date Attested/Waived	Waiver Expiration Date	Signer/User ID
1234	123456	1-Apr-12	123456789	0000123456789	MA	22-Mar-24	A	22-Mar-24	I_USERID1234
1234	123456	1-Jun-12	123456789	0000123456789	MA	22-Mar-24	A	22-Mar-24	I_USERID1234
1234	123456	1-Jul-12	123456789	0000123456789	MA	23-Apr-24	A	23-Apr-24	I_USERID1234
1234	123456	1-Jul-12	123456789	0000123456789	MA	3-May-24	A	3-May-24	I_USERID1234
1234	123456	1-Aug-12	123456789	0000123456789	MC	18-Sep-23	W	22-Apr-24	22-Jul-24   I_USERID1234
1234	123456	1-Aug-12	123456789	0000123456789	MA	3-May-24	A	3-May-24	I_USERID1234
1234	123456	1-Sep-12	123456789	0000123456789	MA	3-May-24	A	3-May-24	I_USERID1234
1234	123456	1-Sep-12	123456789	0000123456789	NC	18-Sep-23	W	22-Apr-24	1-Jul-24   I_USERID1234
1234	123456	1-Sep-12	123456789	0000123456789	NC	18-Sep-23	W	29-May-24	29-Aug-24   I_USERID1234

- To attest a loan is actively insured/guaranteed/endorsed and enter responses, select **Attestation List** in the **Attestation** tab.



- The screen is accessed by an Issuer User ID (with the Signer Role) to select one or more loans for updating the "Attestation" status. **Check the box** in the Attest Column to select the loan(s) to confirm the loans are actively insured/guaranteed/endorsed.

**Note:** Affected loans are automatically presented to the User in the Attestation List, based on the loan non-match aging criteria (aged 9 months and not matched to Agency reported data).

ID	Issuer Loan ID	Match Code	Match Date	Attest
000041575		MC	09/16/2023	<input type="checkbox"/>
000042905		NC	09/16/2023	<input type="checkbox"/>
000029343		NC	09/16/2023	<input type="checkbox"/>
000043098		NC	09/16/2023	<input type="checkbox"/>
000043096		MC	04/13/2022	<input type="checkbox"/>

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10. The Attestation Statement will appear. To finish the process, **complete** the attestation function using the RSA SecurID soft token input.

Attestation

I hereby expressly agree to the use of electronic signatures and electronic records. I acknowledge that the use of electronic signature and electronic records shall be of the same legal effect, validity and enforceability as a manually executed signature or use of a paper-based recordkeeping system to the fullest extent permitted by applicable law.

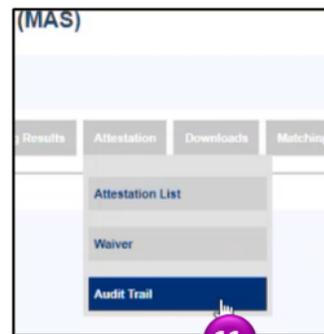
I hereby expressly agree that the unmatched loans in our portfolio that are at least 12 months from pool issuance are insured or guaranteed by the Federal Housing Administration (FHA), U.S. Department of Veterans Affairs (VA), or U.S. Department of Agriculture Rural Development (RD).

First Name: Last Name: Title: Organization ID: User ID: RSA SecurID Passwordcode: [Attest]

**Note:** The Signer's User ID is checked against MAMS records using standard logic to verify an active 11702 signer for the Issuer. Upon successful RSA soft token input, the Signer User ID and date/timestamp is captured. The loans are automatically updated to a "Matched" code (MA).

11. An Audit Trail is available to see what has been processed by whom and when. Select **Audit Trail** from the drop-down menu to view **user actions**.

**Note:** This will also be available on your Attestation Download.



Pool ID	Pool Issue Date	Unique Loan ID	Issuer Loan ID	Match Code	Match Date	Attached/Waived Flag	Date Attached/Waived	Waiver Expiration Date	Signer User ID
133	06/01/2009	04193	00001	MA	10/07/2024	A	04/11/2024		TH3335

### Quick Tips

- Check e-Notification daily to see if this process is applicable to your Issuer ID(s).
- If you need a Waiver, reach out to your Ginnie Mae Account Executive for guidance.
- Refer to the MAS User Guide (last tab) for additional information.



- Reach out to [askGinnieMae@hud.gov](mailto:askGinnieMae@hud.gov) for additional guidance.