

# Document Custodian Notice RDC-2020-06

October 21, 2020

## Summary

The Document Custodian Notice includes the following topics:

- 2020 Agreed Upon Procedures (AUP) – Follow up to Document Custodian Notice RDC-2020-05
- Updated Single Family Custody Operations Points of Contacts and Analyst Assignments

## 2020 AUP – Follow up to Document Custodian Notice RDC-2020-05

In the Document Custodian Notice RDC-2020-05, Fannie Mae provided additional guidance for the 2020 AUP in response to restrictions Document Custodians may have in place limiting or fully restricting outside parties from being on-site. The chart below provides Required Actions the Document Custodians must take depending on the Scenario.

Scenario	Required Action
Auditor can complete all requirements of Independent Audit Requirements for Document Custodians (IARDC).	Document Custodian submits AUP based on agreed upon due date.
Auditor can complete all requirements of IARDC, but not by audit due date.	Reach out to SF Custody Ops Analyst to request a due date deferral.
Auditor cannot complete all requirements of IARDC.	Reach out to SF Custody Ops Analyst to request a waiver on requirements that cannot be completed. Waiver request must include why requirements cannot be completed. AUP to be submitted for requirements that were completed.
Auditor cannot engage for the 2020 AUP/no requirements for the 2020 AUP can be completed.	Reach out to SF Custody Analyst and request a meeting to discuss situation.

### Effective Date

Guidance is effective immediately and only pertains to the 2020 AUPs, July and December cycles.

## Updated Single Family Custody Operations Points of Contacts and Analyst Assignments

The Single-Family Custody Operations Points of Contacts and Analyst Assignments have been updated on [fanniemae.com](http://fanniemae.com). Please refer to the updated Single-Family Custody Operations Points of Contacts and Analyst Assignments to see if your assigned SF Custody Operations Analyst has changed.

As a reminder, Document Custodians should only be taking direction on certification and custody from those listed on the Single Family Custody Operations Points of Contacts listing. If you contacted by someone at Fannie Mae not on the listing, please bring this to the attention of your assigned SF Custody Operations Analyst.

### Effective Date

The updated Single-Family Custody Operations Points of Contacts and Analyst Assignments List is effective immediately.

For any questions regarding this Document Custodian notice, please contact [Custodian\\_Oversight@fanniemae.com](mailto:Custodian_Oversight@fanniemae.com).

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