

NPA Programme Confirmation of Payee (CoP) – Phase 2 Terms of Reference	Version: Draft Date: May 2019
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Pay.UK Owner	CoP Project Manager
Advising	CoP Workstream
Date ToR Agreed	ToR to be agreed during the first meeting
Date for ToR Review	These terms of reference will be reviewed, and amended if considered necessary or desirable, on a 6 monthly basis.
Meeting Frequency	Monthly
Chair	CoP Project Manager
Stakeholder Representatives Required	A cross section drawn from: <ul style="list-style-type: none"> - the ASPSP community spanning large, medium & small/challengers; - Third Party Providers / FinTechs (inc. PISPs); - Buildings Societies Association (BSA); - Electronic Money Association (EMA); - The Association of British Credit Unions; - Payment Schemes (inc. BACS); - Potential Corporate Users.
Stakeholder Representation Criteria	The CoP Phase 2 Advisory Group is to be made up of individuals who are representing themselves as experts in the payments industry, as opposed to representatives from their own organisation. In addition, the following criteria are to be met: <ul style="list-style-type: none"> - Sound knowledge of industry best practice on payments and payment fraud, that is related to their industry perspective; - Thorough understanding of the payments ecosystem, PSD2 requirements (desirable) and end-user payment experiences; - Must be able to commit to monthly conference calls, if attendance in person is not possible.
Pay.UK Representatives	<ul style="list-style-type: none"> - Members of the CoP Project Team - NPA Programme Management Office

Purpose
<p>The CoP Phase 2 Advisory Group will operate as an advisory forum with its primary function to assist the CoP Project team and reach business decisions relating to the further development of Confirmation of Payee. This includes, but is not limited to:</p> <ul style="list-style-type: none"> - Extending the service to include secondary reference addressable accounts; - Expansion of the service to include PISP initiated payments; - Creation of a CoP specific role profile; - Definition of a corporate access proposition; - Definition of a Confirmation of Payer proposition; - Exploration of a vendor access model; - Related updates to the rules and standards for the service; - Any further topics of importance related to the service.

Objective

The primary objective of the CoP Phase 2 Advisory Group will be to support Pay.UK, on behalf of the industry, in the delivery of the further development of the CoP proposition, rules and standards; further mitigating detriments relating to misdirected payments.

Method of Working

- The CoP Phase 2 Advisory Group will operate in accordance with Pay.UK's rules, policies and best practices.

High level guidance on competition law for the CoP Phase 2 Advisory Group members

- It is the responsibility of the CoP Phase 2 Advisory Group members to ensure they understand their responsibilities under all applicable competition laws, including UK and EU competition law. CoP Phase 2 Advisory Group members must consult their own legal and/or compliance teams if they are unclear of their responsibilities under competition law.
- At the beginning of each CoP Phase 2 Advisory Group meeting, the Chair will share practical guidelines with CoP Phase 2 Advisory Group members on topics of discussion during CoP Phase 2 Advisory Group meetings.
- If, during a CoP Phase 2 Advisory Group meeting, a member has concerns about the discussion from a competition law compliance perspective, they should make their concerns known to the Chair and the discussion giving rise to such concerns should cease immediately.

Administration

- The CoP Project Team shall circulate an agenda and relevant paperwork to eligible participants in sufficient time for review in advance of each meeting and take minutes at each meeting.
- Minutes of the CoP Phase 2 Advisory Group shall be approved by the Chair.
- Minutes of the CoP Phase 2 Advisory Group will only be published to Pay.UK representatives, as well as eligible participants that register an interest.