Topics:

• Log into ESR

• Enter Monthly Status Reports

• Enter Monthly Default Reports
ESR: USDA LINC

https://usdalinc.sc.egov.usda.gov/

NOTE: New User button and Log On hyper link for ESR have been moved to the ESR menu.
ESR Web Reporting

Log in with e-Authentication

- Level Two account required
ESR Web Reporting

Successful Login

You are here: Home

Send X12 File: Upload and submit X12 status report files.
Retrieve 997 File: Retrieve submission status for X12 files.
Monthly Status: Presents Monthly Loan Status Reports associated with current set of data waiting to be submitted. Allows lender to Add, Modify or Delete status for select borrower and allows Submission of the Transaction of the Monthly Loan Status Reports.
Monthly Default Status: Presents Monthly Default Status Reports associated with current set of data waiting to be submitted. Allows lender to Add, Modify or Delete status for select borrower and allows Submission of the Transaction of the Monthly Default Status Reports.

Any Transmission not reviewed and submitted by 7:00 PM (CST) of the Federal Government’s sixth working day following the end of the month will be lost.
ESR Web Reporting

Reporting Options

1. Web Reporting: Manual entry of loan status and default reports
2. Electronic Data Interchange (EDI) X12 files (batch file submission)
Reporting Window

Investor Status and Default Status Reports

- Open the 1st of the month - 6th business day, 7pm CST
- No changes or updates allowed until the next month report
- Rejected/Error Corrections: Begin 13th business day – end of calendar month
ESR Web Reporting

Menu Options

- EDI Reporting
- Web Reporting
ESR Web Reporting

Monthly Status
- Entire Portfolio
- Every Month

Report Cycle:
- 1\textsuperscript{st} day of the month thru 6\textsuperscript{th} Government business day, 7pm CST
ESR Web Reporting

- Enter SSN
- Retrieve Borrower
ESR Web Reporting

First Time Report
• Complete data fields

Repeat Entry
• Most data fields completed
• Update necessary items
ESR Web Reporting

Investor Reporting Action Code

Monthly Status Reporting on Individual Borrower

Lender ID: 123456789
USDA Assigned Branch: 001
Report Date: 12/31/2010
Borrower SSN: 111111111

Borrower was not included in previous monthly reporting cycle. Please enter data.

Borrower Last Name:
Borrower First Name:
Borrower Middle Initial:
Property Location:
Lender Loan Number:

Unpaid Principal:
Principal/Interest Payment:
Total Amount Delinquent:
Investor Reporting Action Code:

01 = Active
02 = Loss Pending
09 = Payoff
10 = Service Transfer

Save
ESR Web Reporting

Review and Save
ESR Web Reporting

- Modify or Delete Individual Borrowers
- Save

### Monthly Status Retrieve / Review Transmission

Any Transmission not reviewed and submitted by 7:00 PM (CST) of the Federal Government’s sixth working day following the end of the month will be lost.

<table>
<thead>
<tr>
<th>Borrower SSN</th>
<th>Borrower Name</th>
<th>Lender Loan Nbr</th>
<th>Prop Loc</th>
<th>Unpaid Prin.</th>
<th>Prin/Int Payment</th>
<th>Total Amt Delinquent</th>
<th>Invsd Rpt Action Cd</th>
</tr>
</thead>
<tbody>
<tr>
<td>9999999999</td>
<td>Test; Test2</td>
<td>99999999999</td>
<td>NO</td>
<td>$999,999.99</td>
<td>$999,999.99</td>
<td>$999,999.99</td>
<td>ACTIVE</td>
</tr>
</tbody>
</table>
ESR Web Reporting

Submit Transmission

Any Transmission not reviewed and submitted by 7:00 PM (CST) of the Federal Government’s sixth working day following the end of the month will be lost.
ESR Web Reporting

Transmission Confirmed

- Number of records
- Date
- Print
ESR Web Reporting

Monthly Default Status

- Every DQ Loan
- Every Month

Report Due:

- 1st day of the month thru 6th Government business day, 7pm CST
ESR Web Reporting

Monthly Default Status
• Enter Borrower SSN
• Retrieve Borrower
ESR Web Reporting

First Time Report
- Complete data fields
- First entry = 42
ESR Web Reporting

First Report/Multiple Codes
- Enter each code to capture each default event
- 2 default code opportunities available
- Use “Add Status” to report additional codes
Status of Mortgage

ESR Web Reporting

Status of Mortgage:

08 = Formal Forbearance Plan
00 = Trial Payment Plan
09 = Special Forbearance
11 = Promise to Pay
12 = Repayment/Informal Forbearance Plan
13 = Paid in Full
15 = Preforeclosure Acceptance Plan Available
17 = Pre-foreclosure Sale Completed
1A = Foreclosure Sale Held
1E = Eviction Started
20 = Reinstated by Mortgagor w/o Loss Mitigation Intervention
21 = Reinstated by Assumor
24 = Government Seizure
26 = Refinance Started
28 = Modification Started
29 = Charge-off
30 = Third Party Sale
31 = Probate
32 = Military Indulgence
33 = Contested Foreclosure
34 = Natural Disaster
36 = RD-ELS Mortgage Recovery Advance Started
37 = RD-ELS Mortgage Recovery Advance Modification Started
39 = RD-ELS Trial Payment Plan
41 = RD-ELS Modification/Mortgage Recovery Advance
42 = Delinquent
44 = Deed-in-Lieu Started
47 = Deed-in-Lieu Completed
48 = Loss Claim
59 = Chapter 12-Bankruptcy
65 = Chapter 7-Bankruptcy
66 = Chapter 11-Bankruptcy
67 = Chapter 13-Bankruptcy
68 = First Legal Action to Commence Foreclosure
59 = Bankruptcy Plan Confirmed
73 = Property Redeemed
76 = Bankruptcy Court Clearance Obtained
78 = Sorrower Program Assistance Received
93 = State Mediated Delay &/or Mediation
99 = Reinstated after Loss Mitigation Intervention
AA = Completed Financials Received and In Review
AO = Ineligible for Loss Mitigation
AP = Ineligible for Loss Mitigation Due to No Response
AQ = Option Failure
AS = RD Moratorium
AW = First RPC
H4 = Certified Letter
H5 = Workout Package Completed
Status Reason Code

- Avoid 015 “Other”
- 015 = DOCUMENT
Save the entry
ESR Web Reporting

Multiple Code Result

- All codes display
- Excellent reporting!
Default Reporting Tips

• All **NEW** delinquency events must begin with code 42

• Report all applicable codes for the default event

• Thorough reporting assists all parties
### Default Status Retrieve / Review Transmission

Any transmission not reviewed and submitted by 7:00 PM (CST) of the Federal Government’s sixth working day following the end of the month will be lost.

- **Lender ID:** 123456789
- **USDA Assigned Branch:** 001
- **Report Date:** 12/31/2010
- **Borrower SSN:**

<table>
<thead>
<tr>
<th>Borrower SSN</th>
<th>Borrower Name</th>
<th>Lender Loan Nbr</th>
<th>Prop Loc</th>
<th>Due Date of Last Installment Received</th>
<th>Status of Mortgage</th>
<th>Status of Mortgage Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>999999999</td>
<td>Test, Test</td>
<td>99999999999</td>
<td>MO</td>
<td>mm/dd/yyyy</td>
<td>42</td>
<td>003</td>
</tr>
<tr>
<td>999999999</td>
<td>Test, Test</td>
<td>99999999999</td>
<td>MO</td>
<td>mm/dd/yyyy</td>
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<td>42</td>
<td>003</td>
</tr>
</tbody>
</table>

#### Note
- Lender ID: 123456789
- USDA Assigned Branch: 001
- Report Date: 12/31/2010
- Borrower SSN: 999999999

### Additional Information
- **Print**
- **Submit Transmission**
ESR Web Reporting

- Modify or Delete Individual Borrowers
- Save
Submit Transmission
ESR Web Reporting

Transmission Confirmed
• Number of records
• Date
• Print
ESR Resources

USDA LINC

Electronic Status Reporting (ESR)

Documentation & Resources - Current

1. ESR Implementation Guide (Current Guide) (PDF)
2. ESR Implementation Guide for the April 1, 2017 Effective Date (PDF) - revised May, 2017
3. ESR Implementation Guide Release Notes for the April 1, 2018 Effective Date (PDF) - revised August, 2017
4. Trading Partner Agreement
ESR Resources

ESR User Guide

Coming Soon!

SFH Web Reporting

About SFH Web Reporting
Entering Monthly Status Reports
Reviewing Monthly Status Reports
Modifying Monthly Status Reports
Deleting Monthly Status Reports
Submitting Monthly Status Reports
Entering Monthly Default Status Reports
Reviewing Monthly Default Status Reports
Modifying Monthly Default Status Reports
Deleting Monthly Default Status Reports
Submitting Monthly Default Status Reports

ABOUT SFH WEB REPORTING

Only lenders/servicers with less than 100 loans should use the Web Reporting input pages to submit guaranteed loan status and mortgage loan default status information. Loan status reporting for all loans is required on a Monthly basis, rather than a quarterly basis. Lenders/servicers will continue to report delinquent loans and defaults on a monthly basis.

A loan is delinquent if it is 30 or more days past due. For example, a loan is considered 30 days delinquent if the June 1st installment has not been paid as of June 30th. A loan is 90 days delinquent if the May 1st installment has not been paid as of June 30th.

The USDA LINC, Rural Housing Service page is the starting point for Electronic Status Reporting, whether you are using EDI or Web Reporting. The menus on the USDA LINC Electronic Status Reporting page include two major sections with two additional sections under each major section. Below is the menu layout:

3. EDI Reporting
   - Send X12 File
   - Retrieve 997 File
4. Web Reporting
   - Quarterly Status
   - Monthly Default Status
<table>
<thead>
<tr>
<th>ISSUE</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Log In problems</td>
<td><a href="mailto:RD.NFAOC.HSB@STL.USDA.GOV">RD.NFAOC.HSB@STL.USDA.GOV</a></td>
</tr>
<tr>
<td>Access to ESR</td>
<td>1-877-636-3789 option 1</td>
</tr>
<tr>
<td>Correction/Rejection questions</td>
<td></td>
</tr>
<tr>
<td>Technical questions</td>
<td><a href="mailto:RD.GLSPROD@ONE.USDA.GOV">RD.GLSPROD@ONE.USDA.GOV</a></td>
</tr>
<tr>
<td>Business/Operation questions</td>
<td><a href="mailto:SFHGLDPROGRAM@WDC.USDA.GOV">SFHGLDPROGRAM@WDC.USDA.GOV</a></td>
</tr>
</tbody>
</table>
THANK YOU
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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

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