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**Agenda**  
**5<sup>th</sup> Meeting of the Scheme End-User Forum (SEUF)**  
**13 October 2017 11h00 – 16h00**

Venue: EPC Secretariat office, Securex building 6th floor  
Cours Saint-Michel 30A, 1040 Brussels

*(Approved by the SEUF)*

Item	Topic	Action	Document(s)
1.	Welcome & approval of agenda	Approval Information	SEUF 003-17 EPC194-17
2.	Notification of the SEUF Terms of Reference (ToRs) and the Scheme Management Internal Rules (SMIRs)	Information	EPC091-17 EPC192-17 Pres EPC004-17
3.	SEUF role in the change management process	Information	EPC207-14 v3.0 SMIRs work flow
4.	Election of SEUF co-Chair representing the European associations of users of the SCT, SCT Inst and SDD schemes	Approval	See note below
5.	EPC document classification rules applicable to EPC stakeholder groups	Information	EPC069-16
6.	Code of Conduct – Competition Law	Information	EPC212-14
7.	SCT Inst scheme implementation status: a) Input collected from the EPC members b) Round table on the reported status and on possible SEUF recommendations	Information Discussion	EPC presentation No document
8.	Formal SEUF recommendation on the extension of remittance information	Discussion	IL 050-17 IL 058-17 Letter EPC106-17
9.	Status update on the: a) Extension of the SEPA character set b) ISO 20022 version used for the SCT and SDD payment messages	Information	Verbal update



Item	Topic	Action	Document(s)
10.	Publication of an updated version of all 2017 EPC rulebooks (linked to a regulatory change)	Information	Verbal report
11.	2017 SCT rulebook: delay of entry into force of SCT inquiry processes	Information	SEUF 004-17
12.	2017 SCT rulebook implementation guidelines: use of different ISO 20022 versions	Information	Verbal report
13.	SDD schemes: continued use of the sequence types FRST and LAST	Information	Verbal report
14.	2018 scheme change management cycle: concrete change requests from the SEUF or from individual SEUF members	Information	No document
15.	Approval 2018 meeting calendar	Decision	SEUF 005-17
16.	AOB		
17.	Closure of meeting		

Note to agenda point 4:

The ToRs of the SEUF foresee a co-Chairing model with the Chair of the Scheme Evolution and Maintenance Working Group (SEMWG) taking up the role as EPC co-Chair, and a second co-Chair to be elected by and amongst the other SEUF members (i.e. European associations of users of the SCT, SCT Inst and SDD Schemes).

Each SEUF member is invited to report his/her candidacy as second co-Chair by e-mail to the [SEUF@epc-cep.eu](mailto:SEUF@epc-cep.eu) or latest at the start of the 13 October 2017 SEUF meeting itself.