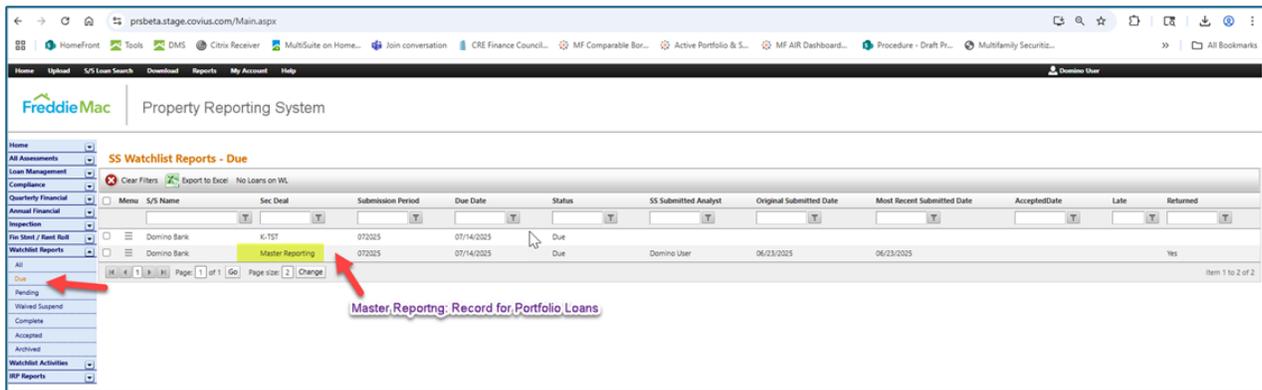


# Property Reporting System (PRS) Watchlist (WL) Portfolio Master Reporting (MR)

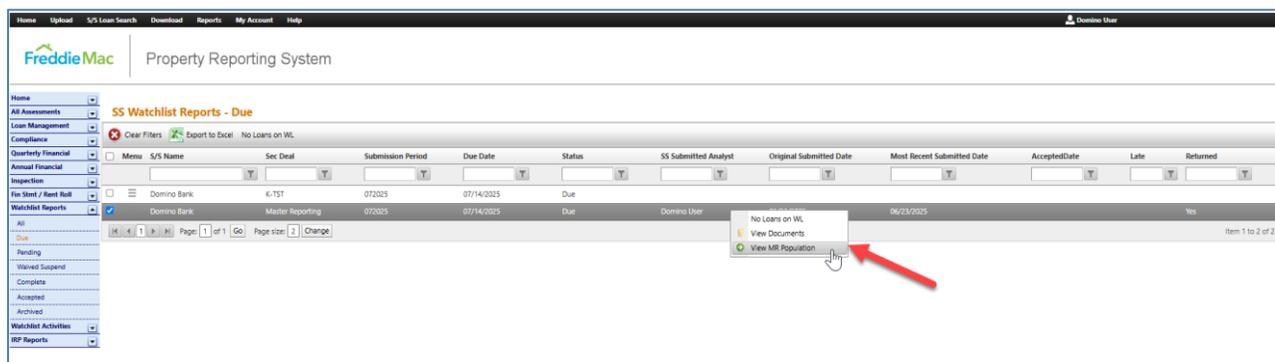
## How to locate loan population for Portfolio WL Reporting

Go to the S/S Homepage – Click on PRS Watchlist Reports Due Queue (same as Master Servicing), filter by “Master Reporting” Sec Deal record.

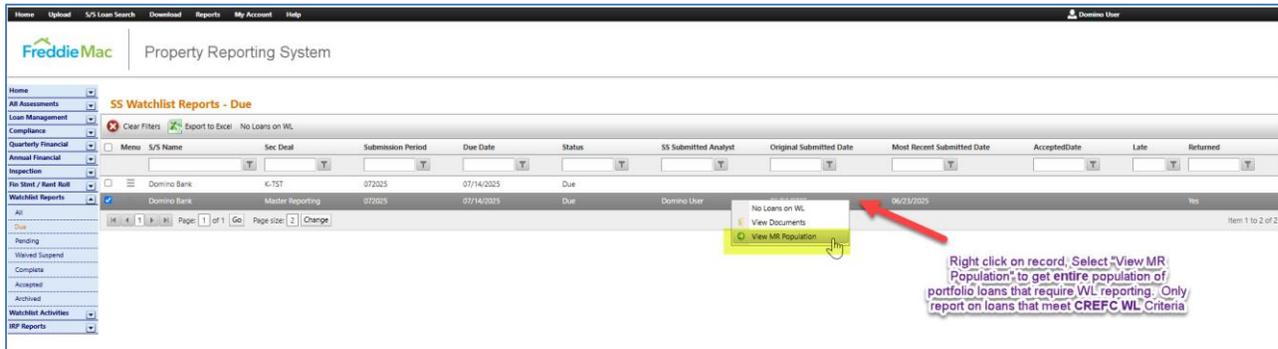


## How to retrieve loan list for Portfolio WL Reporting

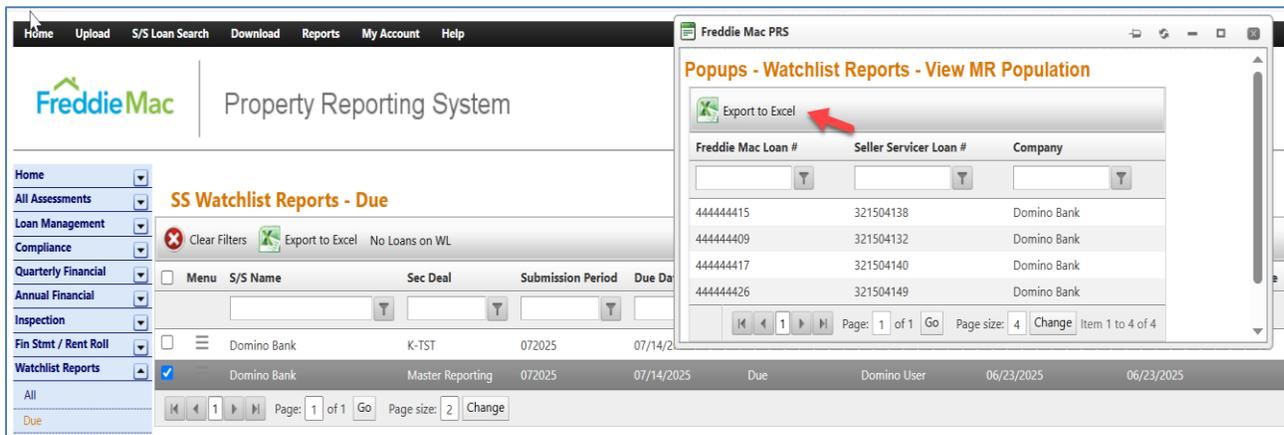
Right Click on the WL record to “View MR Population”.



Select "View MR Population" to display loan population. Note that this constitutes the full population of portfolio loans subject to WL reporting, only report on loans that meet CREFC WL criteria. This population could change monthly and is ready on the 9th business day of each month.

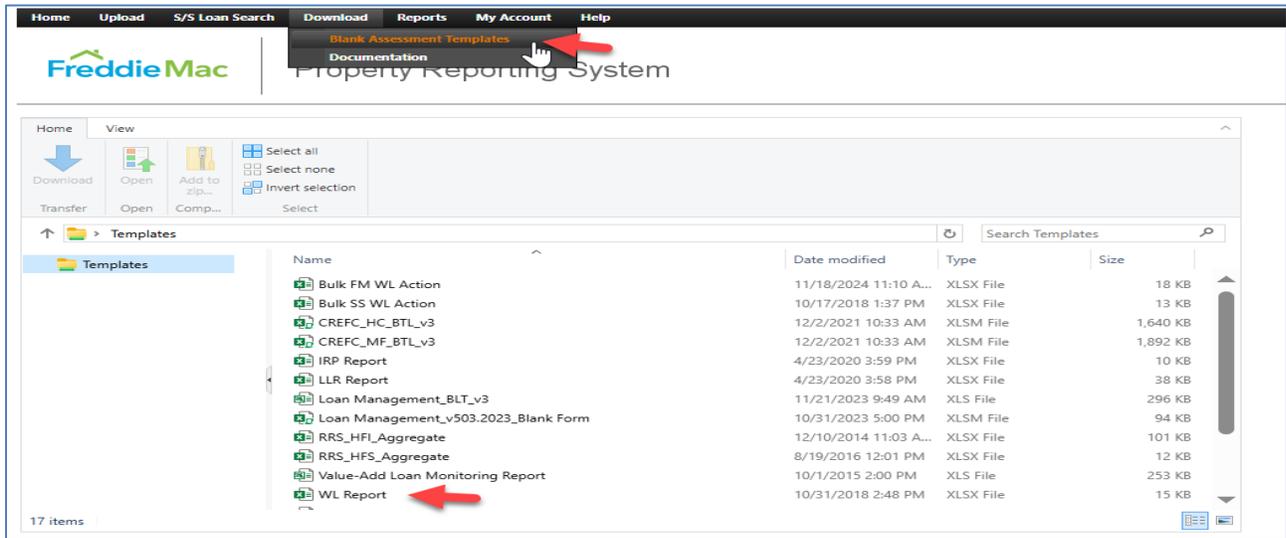


Click on "Export to Excel" to obtain the population of loans.



## How to download Freddie Mac WL template

Go to 'Download' tab on the top ribbon – select “Blank Assessment Templates”. Click on “WL Report” to download.

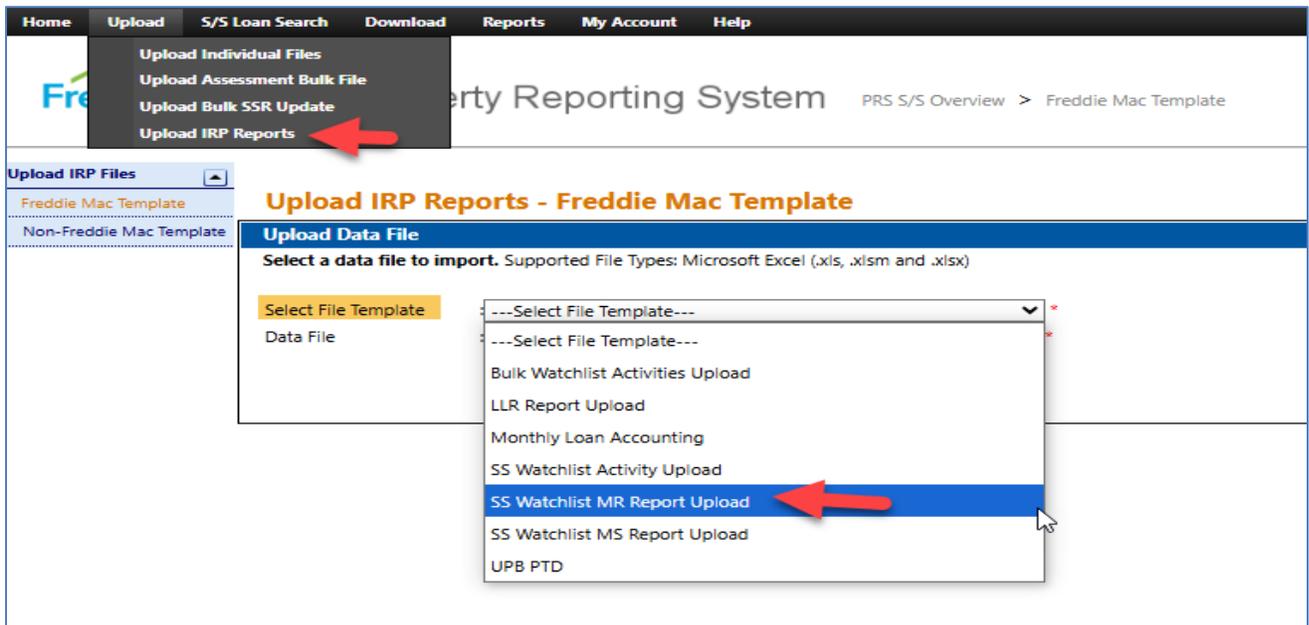


## How to upload Freddie Mac WL template

Go to 'Upload' tab on the top ribbon – select “Upload IRP Reports”.

Select File Template – “SS Watchlist MR Report Upload”.

Use WL Report\_MR\_MMYYYY naming convention for submission.



## How to attest to “No loans on Watchlist”

Go to the S/S Homepage – Click on PRS Watchlist Reports Due Queue (same as Master Servicing), filter by “Master Reporting” Sec Deal record.

Select the Master Reporting Record.

Click on “No Loans on WL” if no loans meet CREFC WL criteria for the portfolio population subject to WL reporting.

