![The Commonwealth logo]

Debt Management Unit

Using Commonwealth Meridian for conducting Debt Evaluation and Analysis
Course Information Sheet

One of the pivotal roles of a debt office is to undertake analytical functions that enable government to meet its financing needs and its debt service obligations at the lowest possible cost with a prudent degree of risk exposure. The debt office continuously monitors its performance in terms of compliance with the chosen strategy and risk and cost limits. To achieve these objectives, the debt office is required to have comprehensive, accurate and timely data using a reliable recording and information management system with in-built debt features for debt evaluation and analysis.

This course is targeted at front and middle office officials who are currently using or intend to use Commonwealth Meridian, the Commonwealth Secretariat's Public Debt Management System, for conducting debt evaluation and analysis. Other debt management office senior officials may also find this course very useful.

The course aims to develop the knowledge and skills required to effectively use the system to strengthen analytical functions in a debt management office, thereby improving debt management operations and adherence to debt management objectives.

Prerequisite

Learners should at least have basic knowledge of and skills in using Commonwealth Meridian. Learners are expected to be working in a Debt Management Office or plan to work in a Debt Management Office (front or middle office).

Essential Reading

There is no essential reading required as a prerequisite to this course. Learners are however expected to have knowledge of debt analysis and evaluation concepts.

Assessment

Learners will demonstrate successful achievement of these objectives by achieving at least 80% for each of the following assessments:
- **Evaluation and Analysis**: Learners will be required to conduct specific analytical functions using Commonwealth Meridian based on a case study provided. Data generated in the system must be used to answer the questions.
- **Reporting**: You are not required to use Commonwealth Meridian for this assessment but will be asked a set of multiple-choice questions based on the reporting topics covered in this course.

Learners will be provided with a web address to connect to Commonwealth Meridian as well as a unique username and password.

Learning Outcomes

On completion of the course, learners will be able to:
- Describe the scope, functionality, and key benefits of using Commonwealth Meridian.
- Log in to Commonwealth Meridian and understand how to navigate to modules and functions and use generic features to find records.
- Describe the scope, functionality and key benefits of using the Evaluation and Analysis module.
- Understand the definitions and use of Portfolio and Global filters.
- Use Commonwealth Meridian to define and monitor key debt sustainability and risk indicators.
- Use Commonwealth Meridian to undertake and evaluate market and time series data scenarios and the impact on the debt portfolio.
- Record and assess potential new borrowing offer and potential debt restructuring using Commonwealth Meridian.
- Conduct comprehensive evaluation and risk management analysis on all the different types of portfolios recorded in Commonwealth Meridian.
- Use the dashboard widgets and reports in Commonwealth Meridian to enhance and support debt analysis.

Queries and Support

Please contact the eLearning support team for any queries or support at: **e-csdms@commonwealth.int**

Visit **https://cwlearn.commonwealth.int/** for other available courses.

Course Outline

The course is comprised of 12 topics:

Topic 01: Introduction to Commonwealth Meridian
In this topic, learners will understand how Commonwealth Meridian is used in a Debt Management Office. The topic also covers (i) the scope and benefits of using Commonwealth Meridian, (ii) key features, (iii) how to navigate to modules and functions and find records and, (iv) setting up system settings to enhance the usability of Commonwealth Meridian.

Topic 02: Introduction to Evaluation and Analysis
This topic covers basic concepts of public debt management, the medium-term debt strategy and annual borrowing plan. The course focuses on the factors to consider in terms of evaluation and analysis as it relates to the debt composition as well as costs and risks of a country's debt portfolio.

Topic 03: Debt Evaluation and Analysis Features in Commonwealth Meridian
In this topic, you will learn about the various Evaluation and Analysis features that are available in Commonwealth Meridian. At the end of this topic, you will be able to understand how the Evaluation and Analysis module features can be used together and how the module functions within the broader Meridian system.

Topic 04: Defining Portfolio and Global Filters
In this topic, you will learn how to define Portfolio and Global Filters in Meridian. At the end of this topic, you will understand what Portfolio and Global filters are and how they are used in Commonwealth Meridian.

Topic 05: Monitor and Track Key Debt and Risk Indicators
In this topic you will learn how to use Commonwealth Meridian to monitor and track key debt and risk indicators. You will learn how to define and monitor key strategic benchmarks necessary for assessing portfolio costs and risks and for monitoring the implementation of the government's debt management strategy. You will also be shown how to define the principal debt ratios used to gauge overall sustainability of the debt.

Topic 06: Creating a Baseline Portfolio for Evaluation and Analysis
In this topic, you will learn how to create and report on a baseline portfolio in the Evaluation and Analysis Module in Commonwealth Meridian. You will be introduced to a fictitious debt situation and given an overview of their debt management strategy.

Topic 07: Evaluate market and time series data scenarios
In this topic, you will learn how to create market and time series scenarios in the Evaluation and Analysis Module in Commonwealth Meridian. You will also see how to analyse the impact of the scenarios on your portfolios.

Topic: 08: Compare potential new borrowing offers
In this topic, you will learn how to use Evaluation and Analysis features to assist debt managers to decide on the ideal instrument to borrow from various lending offers. At the end of this topic, you will be able to use Commonwealth Meridian to compare instrument offers to decide on the most suitable one.

Topic 09: Instrument cost and risk analysis
In this topic, you will learn about the Instrument Cost Ranking feature in Commonwealth Meridian. It is designed to provide simple instrument-based cost and risk indicators in the selected portfolio for ranking and further analysis.

Topic 10: Evaluate potential debt restructuring
In this topic, you'll learn how to evaluate potential liability management operations using the Evaluation and Analysis Module in Commonwealth Meridian. At the end of this topic, you will understand the different types of potential liability management operations that can be evaluated using Evaluation and Analysis module.

Topic 11: Comprehensive portfolio analysis
In this topic, you will learn how to create portfolios that include a combination of market and time series forecasts, what-if instruments, deals and LMOs in the Evaluation and Analysis Module. You will also learn how to compare various potential portfolios with each other and against the baseline portfolio. At the end of this topic, you will also be able to use the Standard Reports and Aggregate Report Wizard to further enhance the analysis.

Topic 12: Reporting
This topic introduces learners to the various reporting tools in Commonwealth Meridian. Learners will also learn how to generate standard reports and use the aggregate report wizard for customised reporting. Exports to other debt management tools such as the World Bank/IMF MTDS and DSA, and databases such as QEDS, PSDS, DRS, are also covered in the reporting topic.