

Accounting Centre SSI Group (W5)

[This version is superseded. Click here to view the latest guide.](#)

PURPOSE

This document contains detailed procedure for setting up an account centre SSI group.

WHY IS THIS IMPORTANT?

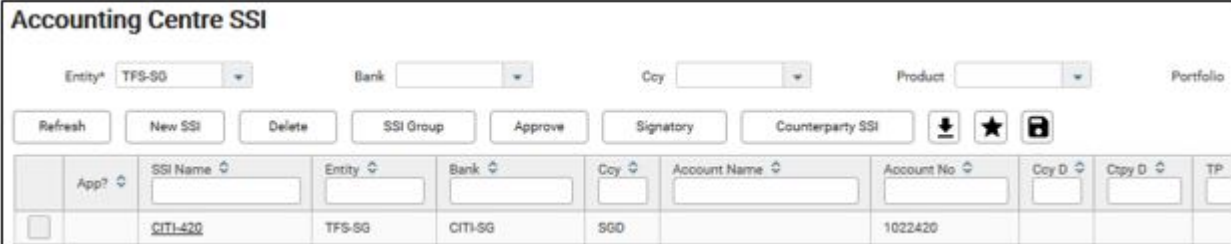
These steps allow a user to group accounting centre SSIs for reporting, forecast consolidation and bank sweeping purposes.

PROCEDURE

There are two types of Accounting Centre SSI Group set up:

1.1 Creating Standard Accounting Centre SSI Group

1. To create a standard accounting centre SSI group, select Set Up > Settlement Instructions. This screen displays.



The screenshot shows the 'Accounting Centre SSI' screen. At the top, there are dropdown menus for 'Entity*' (TFS-SG), 'Bank', 'Ccy', 'Product', and 'Portfolio'. Below these are buttons: 'Refresh', 'New SSI', 'Delete', 'SSI Group', 'Approve', 'Signatory', and 'Counterparty SSI'. There are also icons for download, star, and lock. Below the buttons is a table with columns: 'App?', 'SSI Name', 'Entity', 'Bank', 'Ccy', 'Account Name', 'Account No', 'Ccy D', 'Ctpy D', and 'TP'. The first row of the table has the following values: a checkbox, 'CITI-420', 'TFS-SG', 'CITI-SG', 'SGD', an empty field, '1022420', an empty field, an empty field, and an empty field.

App?	SSI Name	Entity	Bank	Ccy	Account Name	Account No	Ccy D	Ctpy D	TP
<input type="checkbox"/>	CITI-420	TFS-SG	CITI-SG	SGD		1022420			

2. Click on SSI Group. The Accounting Centre SSI group screen launches.

Accounting Centre SSI Group

SSI Group Type

	App <input type="text" value=""/>	Group <input type="text" value=""/>	Description <input type="text" value=""/>
<input type="checkbox"/>		<u>PINE CITI-ZBA USD</u>	PINE CITI-ZBA USD
<input type="checkbox"/>		<u>TFS OPS SSI</u>	TFS OPS SSI
<input type="checkbox"/>		<u>TFS OPS+FIN</u>	TFS OPS+FIN
<input type="checkbox"/>		<u>TFS OPS+FIN (GBP)</u>	TFS OPS+FIN (GBP)
<input type="checkbox"/>		<u>TFS SGD SSI</u>	TFS SGD SSI
<input type="checkbox"/>		<u>TFS SSI</u>	TFS SSI
<input type="checkbox"/>		<u>TFS SSI Ex OPS</u>	TFS SSI Ex OPS
<input type="checkbox"/>		<u>TFS/TGL OPS</u>	TFS/TGL OPS
<input type="checkbox"/>		<u>TGL OPS SSI</u>	TGL OPS SSI

- Click on New Group and the New Accounting Centre SSI Group screen displays.

New Accounting Centre SSI Group

SSI Group Type*

Short Name*

Long Name

Description

- Choose SSI-AcctCntr – Standard from the dropdown in the SSI Group Type field. Then, type in the preferred Short Name. Long Name and Description fields are optional and will default to the Short Name if not filled out.
- Click Save.
- The Accounting Centre SSI Group screen appears with the new group created.

Accounting Centre SSI Group

SSI Group Type

	App	Group	Description
<input type="checkbox"/>	N	<u>TFS-SG-Citi</u>	TFS-SG-Citi
<input type="checkbox"/>		<u>PINE CITI-ZBA USD</u>	PINE CITI-ZBA USD
<input type="checkbox"/>		<u>TFS OPS SSI</u>	TFS OPS SSI
<input type="checkbox"/>		<u>TFS OPS+FIN</u>	TFS OPS+FIN
<input type="checkbox"/>		<u>TFS OPS+FIN (GBP)</u>	TFS OPS+FIN (GBP)
<input type="checkbox"/>		<u>TFS SGD SSI</u>	TFS SGD SSI
<input type="checkbox"/>		<u>TFS SSI</u>	TFS SSI
<input type="checkbox"/>		<u>TFS SSI Ex OPS</u>	TFS SSI Ex OPS
<input type="checkbox"/>		<u>TFS/TGL OPS</u>	TFS/TGL OPS
<input type="checkbox"/>		<u>TGL OPS SSI</u>	TGL OPS SSI

7. Tick the check box beside the new group name. Click Approve.

8. The new accounting centre SSI group is approved.

1.2 Assigning Members to the Accounting Centre SSI Group

9. To assign members, click on the name of the new SSI group. The Amend Accounting Centre SSI Group screen will be displayed.

Amend Accounting Centre SSI Group

Short Name*

Long Name

Description

10. Click on Assign Member.

11. Choose the preferred entity in the Entity drop down shown below. In this example, TFS-SG will be selected.
12. Click Refresh and the list of accounting centre SSIs are displayed.

Assign Accounting Centre SSI Group Member

Short Name

TFS-SG-Citi

Entity

TFS-SG

▼

←

Refresh

Save

Short Name	Add
(Clearing AUD)	Add
(Clearing EUR)	Add
(Clearing GBP)	Add
(Clearing IDR)	Add
(Clearing SGD)	Add
(Clearing USD)	Add
(Temporary AUD)	Add
(Temporary EUR)	Add
(Temporary GBP)	Add
(Temporary SGD)	Add
(Temporary USD)	Add
CITI-420	Add
TF-CI-AUD	Add
TF-CI-EUR	Add
TF-CI-GBP	Add

Selected SSI	Remove
No records found.	

13. Select the accounting centre SSI to assign by clicking on Add. All those added will be moved to the right side.

Assign Accounting Centre SSI Group Member

Short Name TFS-SG-Citi

Entity

Short Name	Add
(Clearing AUD)	Add
(Clearing EUR)	Add
(Clearing GBP)	Add
(Clearing IDR)	Add
(Clearing SGD)	Add
(Clearing USD)	Add
(Temporary AUD)	Add
(Temporary EUR)	Add

Selected SSI	Remove
CITI-420	Remove
TFS-SG-CITI-SG-085	Remove
TFS-SG-CITI-SG-428	Remove

14. If you want to remove an accounting centre SSI added, click on Remove and it will be moved back to the left side of the screen.
15. Click Save.
16. Click on Back button to go back to the Accounting Centre SSI Group main screen.

Accounting Centre SSI Group

SSI Group Type

	App ↕	Group ↕	Description ↕
<input type="checkbox"/>	N	<u>TFS-SG-Citi</u>	TFS-SG-Citi
<input type="checkbox"/>		<u>PINE CITI-ZBA USD</u>	PINE CITI-ZBA USD
<input type="checkbox"/>		<u>TFS OPS SSI</u>	TFS OPS SSI
<input type="checkbox"/>		<u>TFS OPS+FIN</u>	TFS OPS+FIN
<input type="checkbox"/>		<u>TFS OPS+FIN (GBP)</u>	TFS OPS+FIN (GBP)
<input type="checkbox"/>		<u>TFS SGD SSI</u>	TFS SGD SSI
<input type="checkbox"/>		<u>TFS SSI</u>	TFS SSI
<input type="checkbox"/>		<u>TFS SSI Ex OPS</u>	TFS SSI Ex OPS
<input type="checkbox"/>		<u>TFS/TGL OPS</u>	TFS/TGL OPS
<input type="checkbox"/>		<u>TGL OPS SSI</u>	TGL OPS SSI

17. Tick on the check box beside the short name of the new entry, and then click Approve. The accounting centre SSIs are now assigned to the accounting SSI group.

2.1 Creating Accounting Centre SSI Group- Bank Sweep

From the Accounting Centre SSI Group menu, click New Group.

2. In the next screen, choose SSI-AcctCntr – Bank Sweep from the dropdown.

New Accounting Centre SSI Group

SSI Group Type*

Short Name*

Long Name

Description

3. Input the short name, this is mandatory.
4. Type in the long name and the description. This is optional and will default to the Short Name if not filled out.

New Accounting Centre SSI Group

SSI Group Type*

Short Name*

Long Name

Description

5. Click Save.
6. This set up needs approval. Click the tick box besides N in the group recently created.

Accounting Centre SSI Group

SSI Group Type

	App	Group	Description
<input checked="" type="checkbox"/>	N	<u>ZBAL-SGD</u>	Zero Bal CITI Sweep
<input type="checkbox"/>		<u>PINE CITI-ZBA USD</u>	PINE CITI-ZBA USD
<input type="checkbox"/>		<u>TFS OPS SSI</u>	TFS OPS SSI
<input type="checkbox"/>		<u>TFS OPS+FIN</u>	TFS OPS+FIN

7. Click Approve.

2.1 Maintaining Accounting Centre SSI Group- Bank Sweep

8. To maintain the bank sweep accounting centre SSI group, click on the group short name to maintain. In this example, the recently created group will be selected.

Accounting Centre SSI Group

SSI Group Type

	App	Group	Description
<input type="checkbox"/>		<u>PINE CITI-ZBA USD</u>	PINE CITI-ZBA USD
<input type="checkbox"/>		<u>TFS OPS SSI</u>	TFS OPS SSI
<input type="checkbox"/>		<u>TFS OPS+FIN</u>	TFS OPS+FIN
<input type="checkbox"/>		<u>TFS OPS+FIN (GBP)</u>	TFS OPS+FIN (GBP)
<input type="checkbox"/>		<u>TFS SGD SSI</u>	TFS SGD SSI
<input type="checkbox"/>		<u>TFS SSI</u>	TFS SSI
<input type="checkbox"/>		<u>TFS SSI Ex OPS</u>	TFS SSI Ex OPS
<input type="checkbox"/>		<u>TFS-SG-Citi</u>	TFS-SG-Citi
<input type="checkbox"/>		<u>TFS/TGL OPS</u>	TFS/TGL OPS
<input type="checkbox"/>		<u>TGL OPS SSI</u>	TGL OPS SSI
<input type="checkbox"/>		<u>ZBAL-SGD</u>	Zero Bal CITI Sweep

9. In the next page, add the SSI by clicking the plus sign.

Bank Sweep Group

←
Update
History

Shortname*

Long Name

Description

Ccy

Entity/SSI	Master?	
No records found.		

1 <
< 1
1 >
> 1
50
▼

- A drop down will be displayed in the Entity/SSI column and a tick box will be found under the Master column.

Bank Sweep Group

←
Update
History

Shortname*

Long Name

Description

Ccy

Entity/SSI	Master?	
<input type="text" value=""/>	<input type="checkbox"/>	<input type="button" value="+"/>
<input type="text" value=""/>	<input type="checkbox"/>	<input type="button" value="-"/>

1 <
< 1
1 >
> 1
50
▼

- Select the Entity/SSI from the dropdown. You can add multiple items. Note that the first SSI determines the currency of the SSI Bank Sweep group. For the next SSI, the system will restrict the selection based on the currency of the first SSI. Note that you cannot add a SSI that is already in the other SSI Bank Sweep Group.
- Choose which SSI will be the Master. There can only be one master SSI.

Bank Sweep Group

← Update History

Shortname* ZBAL-SGD

Long Name Zero Bal CITI

Description Zero Bal CITI Sweep

Ccy SGD

Entity/SSI	Master?	
TFS-SG-CITI-SG-428	<input checked="" type="checkbox"/>	+
CITI-420	<input type="checkbox"/>	-

1 50

13. Click Update.

14. Approve the changes by ticking the checkbox besides N in the recently updated SSI group. Then click Approve.

FREQUENTLY ASKED QUESTIONS

FAQ01. I can't create a new accounting centre SSI group.

Access rights are required to create a new SSI group. Please speak to your administrator to grant you rights 10728.

RELATED INFORMATION

[Accounting Centre SSI Set Up](#)

[Assign Accounting Centre SSI to Groups](#)

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created
28-Jul-2015	CS	Included section for FAQ
28-Jan-2016	Clarissa	Rewritten. Reformatted.
8-Jun-2016	Douglas	Proofread.
27-Oct-2016	Clarissa	Added SSI group-bank sweep instructions.
23-May-2018	Anuja	Added user guide link for Assign Accounting Centre SSI to Groups under Related Information.
11-Nov-2019	Lyra	Updated Screenshots.