

Amend Counterparty SSI (W5)

[This version is superseded.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

PURPOSE

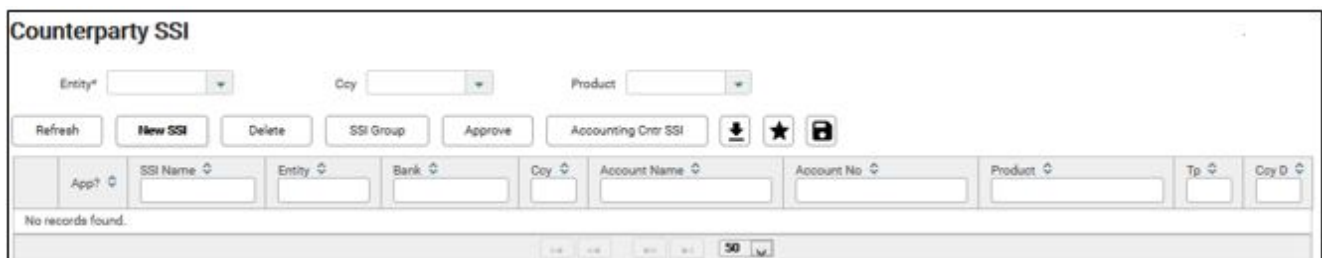
This document shows the detailed procedure in amending counterparty settlement instructions.

WHY IS THIS IMPORTANT?

This allows amending counterparty settlement instructions when amendment is required.

PROCEDURE

1. To amend counterparty SSI, from Accounting Centre SSI main menu (Set Up > Static > Settlement Instructions), click on Counterparty SSI.



The screenshot displays the 'Counterparty SSI' interface. At the top, there are three dropdown menus for 'Entity*', 'Ccy', and 'Product'. Below these are several buttons: 'Refresh', 'New SSI', 'Delete', 'SSI Group', 'Approve', 'Accounting Ctr SSI', and three icons (download, star, and a document). A table with columns 'App?', 'SSI Name', 'Entity', 'Bank', 'Ccy', 'Account Name', 'Account No', 'Product', 'Tp', and 'Ccy D' is shown. The table is currently empty, with the text 'No records found.' displayed below it. At the bottom right of the table, there is a page number '50' and a dropdown arrow.

2 . From the Counterparty SSI screen, choose the counterparty to change by choosing the short name from the Entity dropdown.

Counterparty SSI

Entity*

Refresh

App?

No records found

- ABN-SG
- ANZ-SY
- BARC-LN
- BOTM-SG
- CAZE
- CITI-HK
- CITI-LN
- CITI-NY

3. In this example, CITI-SG will be chosen.

4. Click Refresh. The SSIs in the counterparty selected will be displayed.

Counterparty SSI

Entity* Ccy Product

Refresh New SSI Delete SSI Group Approve Accounting Cntr SSI

	App? <input type="text"/>	SSI Name <input type="text"/>	Entity <input type="text"/>	Bank <input type="text"/>	Ccy <input type="text"/>	Account Name <input type="text"/>	Account No <input type="text"/>
<input type="checkbox"/>		CITI-GBP-389	CITI-SG	Citibank N.A., Singapo	GBP	Citibank N.A., Singapore	12083389
<input type="checkbox"/>		CITI-SG-EUR-FX	CITI-SG	Citibank N.A., Singapo	EUR	Citibank N.A., Singapore	291303
<input type="checkbox"/>		CITI-SG-EUR-MM	CITI-SG	Citibank N.A., Singapo	EUR	Citibank N.A., Singapore	193369
<input type="checkbox"/>		CITI-SG-GBP-FX	CITI-SG	Citibank N.A., Singapo	GBP	Citibank N.A., Singapore	972098
<input type="checkbox"/>		CITI-SG-GBP-MM	CITI-SG	Citibank N.A., Singapo	GBP	Citibank N.A., Singapore	647974
<input type="checkbox"/>		CITI-SG-HKD-FX	CITI-SG	Citibank N.A., Singapo	HKD	Citibank N.A., Singapore	852198
<input type="checkbox"/>		CITI-SG-HKD-MM	CITI-SG	Citibank N.A., Singapo	HKD	Citibank N.A., Singapore	425378
<input type="checkbox"/>		CITI-SG-SGD	CITI-SG	Citibank Singapore	SGD	Citibank Singapore	1000009900
<input type="checkbox"/>		CITI-SG-SGD-FX	CITI-SG	Citibank N.A., Singapo	SGD	Citibank N.A., Singapore	141656
<input type="checkbox"/>		CITI-SG-SGD-MM	CITI-SG	Citibank N.A., Singapo	SGD	Citibank N.A., Singapore	234592
<input type="checkbox"/>		CITI-SG-USD-FX	CITI-SG	Citibank N.A., Singapo	USD	Citibank N.A., Singapore	637264
<input type="checkbox"/>		CITI-SG-USD-MM	CITI-SG	Citibank N.A., Singapo	USD	Citibank N.A., Singapore	720540
<input type="checkbox"/>		CITI-SGD-489	CITI-SG	Citibank N.A., Singapo	USD	Citibank N.A., Singapore	12003489
<input type="checkbox"/>		CITI-SGD-667	CITI-SG	Citibank N.A., Singapo	SGD	Citibank N.A., Singapore	23100667

1 50

5. Select the SSI to be changed by clicking on the SSI name.

In this example, CITI-SG-EUR-FX will be chosen.

Amend Counterparty SSI

←

Save

Duplicate

History

Preference

Assign Group

Entity*

CITI-SG

▼

Ccy*

EUR

▼

Short Name*

CITI-SG-EUR-FX

Default Ccy

No

▼

Product

Foreign Exchange Outright

▼

Third Party Account

No

▼

Our Portfolio/Product

Acct Ref

Portfolio

▼

Product

▼

Beneficiary Bank

Bank Name

Citibank N.A., Singapore

Address

Account Name

Citibank N.A., Singapore

Account Number*

291303

EBAAddress

E-Banking

SWIFT Code

Alternate Bank IDs

Correspondence Bank

Bank Name

Address

Account Name

Account Number

EBAAddress

6. Change as necessary. In this example, the account number will be changed.

Amend Counterparty SSI

←

Save

Duplicate

History

Preference

Assign Group

Entity*

CITI-SG

▼

Ccy*

EUR

▼

Short Name*

CITI-SG-EUR-FX

Default Ccy

No

▼

Product

Foreign Exchange Outright

▼

Third Party Account

No

▼

Our Portfolio/Product

Acct Ref

Portfolio

▼

Product

▼

Beneficiary Bank

Bank Name

Citibank N.A., Singapore

Address

Account Name

Citibank N.A., Singapore

Account Number*

1256321

EBAAddress

E-Banking

SWIFT Code

Alternate Bank IDs

Correspondence Bank

Bank Name

Address

Account Name

Account Number

EBAAddress

7. Click Save.

8. Approve the changes by clicking on the checkbox beside the SSI name.

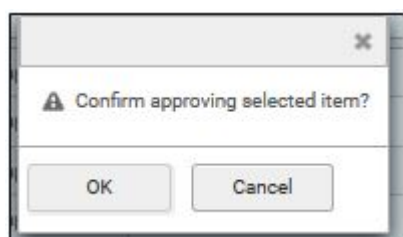
Counterparty SSI

Entity* CITI-SG Ccy

Refresh New SSI Delete SSI Group Approve

	App? ↕	SSI Name ↕	Entity ↕	Bank ↕
<input checked="" type="checkbox"/>	N	<u>CITI-SG-EUR-FX</u>	CITI-SG	Citibank N.A., Singapo
<input type="checkbox"/>		<u>CITI-GBP-389</u>	CITI-SG	Citibank N.A., Singapo

9. Click Approve. Once a popup appears, click OK.



FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Set Up Counterparty SSI](#)

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created
31-Aug-2017	Clarissa	Reformatted. Rewritten.
20-Aug-2018	Silpa	Updated step1.
11-Nov-2019	Lyra	Updated Screenshots.