Amend Counterparty (W5)

This version is superseded. Click here to view the latest guide.

PURPOSE

This document shows the procedures on how to amend counterparty in the system.

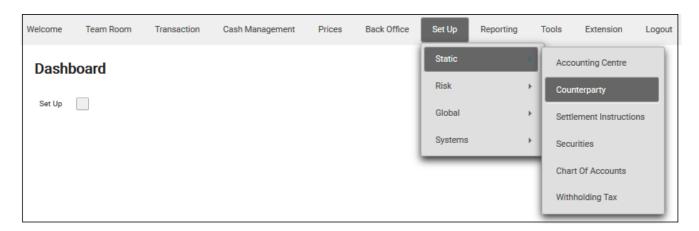
WHY IS THIS IMPORTANT?

This allows amending the counterparty's information when required.

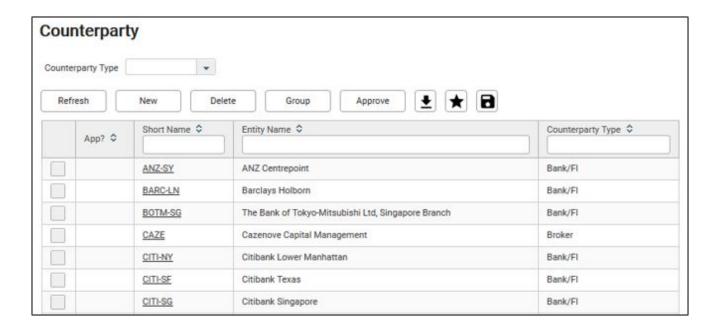
PROCEDURE



1. From the main menu, select Set Up > Static > Counterparty.



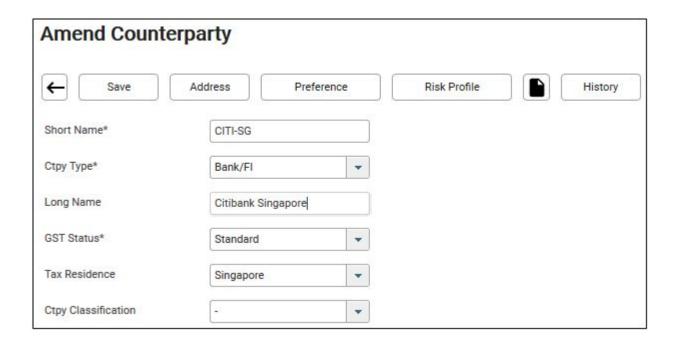
2. The Counterparty screen displays.



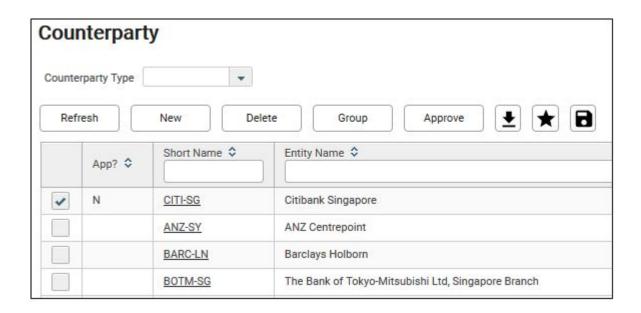
3. Select the Counterparty to amend by clicking on its Short Name. In this example, CITI-SG will be chosen.



4. Make the necessary changes. In this example, Long Name will be changed.



- 5. Click Save.
- 6. Approve the change by ticking the checkbox beside the counterparty short name.



7. Click Approve. A popup appears to confirm, click OK.



FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

Set Up Counterparty

CHANGE HISTORY

Date	Ву	Changes	
15-Feb-2008	-	Created	
4-Sep-2017	Clarissa	Reformatted. Rewritten.	
17-Aug-2018	Silpa	Updated step 1, 2 and screenshot of step 1, 2, 6.	
08-Nov-2019	Lуга	Updated Screenshots.	