

Amending Counterparty SSI Group (W5)

[This version is superseded.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

PURPOSE

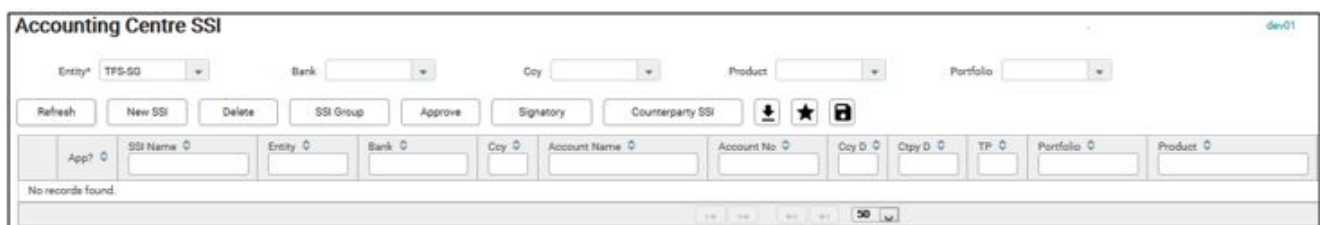
This document shows the detailed procedure for amending counterparty SSI group in the system.

WHY IS THIS IMPORTANT?

This allows amending counterparty SSI group when required for reporting purposes.

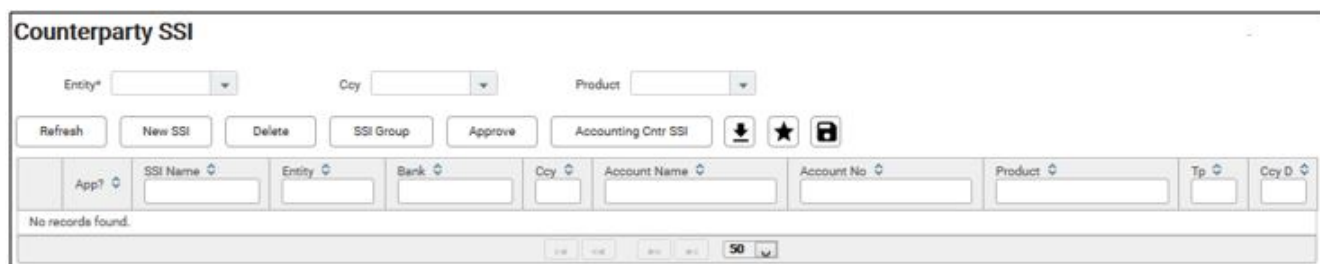
PROCEDURE

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



The screenshot shows the 'Accounting Centre SSI' screen. At the top, there are dropdown menus for 'Entity*' (set to TFS-SG), 'Bank', 'Ccy', 'Product', and 'Portfolio'. Below these are buttons for 'Refresh', 'New SSI', 'Delete', 'SSI Group', 'Approve', 'Signatory', and 'Counterparty SSI'. There are also icons for download, star, and save. A table with columns 'App?', 'SSI Name', 'Entity', 'Bank', 'Ccy', 'Account Name', 'Account No', 'Ccy D', 'Cpy D', 'TP', 'Portfolio', and 'Product' is shown. The table is empty, and a message 'No records found.' is displayed. At the bottom, there is a pagination bar showing '50' records.

2. Click Counterparty SSI.



The screenshot shows the 'Counterparty SSI' screen. It has dropdown menus for 'Entity*', 'Ccy', and 'Product'. Below these are buttons for 'Refresh', 'New SSI', 'Delete', 'SSI Group', 'Approve', and 'Accounting Cntr SSI'. There are also icons for download, star, and save. A table with columns 'App?', 'SSI Name', 'Entity', 'Bank', 'Ccy', 'Account Name', 'Account No', 'Product', 'Tp', and 'Ccy D' is shown. The table is empty, and a message 'No records found.' is displayed. At the bottom, there is a pagination bar showing '50' records.

3. Click SSI Group. The Counterparty SSI Group screen displays.

Counterparty SSI Group

←
Refresh
New Group
Delete Group
Approve
↓

| | App ↕ | Group ↕ | Description ↕ |
|--------------------------|-------|----------------|---------------|
| <input type="checkbox"/> | | <u>Group A</u> | Group A |

⏪
⏩
1
⏴
⏵
50

4. Click on the short name of the counterparty SSI group to amend.

Amend Counterparty SSI Group

←
Save
Duplicate
Assign Member
History

Short Name*

Long Name

Description

5. Make the necessary changes.

Amend Counterparty SSI Group

←
Save
Duplicate
Assign Member
History

Short Name*

Long Name

Description

6. Click Save .

7. Approve the amended group by ticking on the checkbox beside the short name.

Counterparty SSI Group

←
Refresh
New Group
Delete Group
Approve
↓

| | App | Group | Description |
|-------------------------------------|-----|-----------|-------------|
| <input checked="" type="checkbox"/> | N | Group 1.A | Group 1.A |

1
50

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

×

⚠ Confirm approving selected item?

OK
Cancel

9. To amend the counterparty SSI group member assignment, click on the short name of the counterparty SSI group.

Counterparty SSI Group

←
Refresh
New Group
Delete Group
Approve
↓

| | App | Group | Description |
|--------------------------|-----|-----------|-------------|
| <input type="checkbox"/> | | Group 1.A | Group 1.A |

1
50

10. In the Amend Counterparty SSI Group screen, click Assign Member.

11. The Assign Counterparty SSI Group Member screen displays.

Assign Counterparty SSI Group Member

Short Name

Entity

Group 1.A

CITI-SG

←

Refresh

Save

| Short Name | Add |
|-----------------|---------------------|
| (Temporary AUD) | Add |
| (Temporary EUR) | Add |
| (Temporary GBP) | Add |
| (Temporary SGD) | Add |
| (Temporary USD) | Add |
| CITI-GBP-389 | Add |
| CITI-SG-EUR-FX | Add |
| CITI-SG-EUR-MM | Add |
| CITI-SG-GBP-FX | Add |
| CITI-SG-GBP-MM | Add |
| CITI-SG-HKD-FX | Add |
| CITI-SG-HKD-MM | Add |
| CITI-SG-SGD | Add |
| CITI-SG-SGD-FX | Add |
| CITI-SG-SGD-MM | Add |
| CITI-SG-USD-MM | Add |
| CITI-SGD-489 | Add |
| CITI-SGD-667 | Add |

| Selected SSI | Remove |
|-----------------|------------------------|
| CITI-SG-SGD-111 | Remove |
| CITI-SG-USD-FX | Remove |

12. To add more counterparty SSI to the group, simply click Add hyperlink next to the short name of the counterparty SSI on the left.

13. To remove counterparty SSI from the group, click Remove hyperlink next to the Selected SSI on the right.

14. When completed, click Save.

15. You will be returned to Amend Counterparty SSI Group screen. Click Back Logo to return to Counterparty SSI Group screen.

16. Approve the counterparty SSI group by ticking the checkbox beside the short name and click Approve. If you do not see approval status set to "N" after making changes for the counterparty SSI group, click Refresh to refresh the screen.

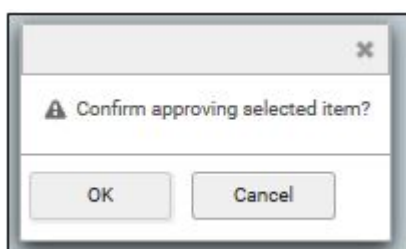
Counterparty SSI Group

←
Refresh
New Group
Delete Group
Approve
↓

| | App ▾ | Group ▾ | Description ▾ |
|-------------------------------------|-------|-----------|---------------|
| <input checked="" type="checkbox"/> | N | Group 1.A | Group 1.A |

1
50 ▾

17. A popup appears to confirm, click OK.



FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Creating Counterparty SSI Group](#)

CHANGE HISTORY

| Date | By | Changes |
|-------------|----------|-------------------------|
| 15-Feb-2008 | - | Created |
| 7-Sep-2017 | Clarissa | Reformatted. Rewritten. |
| 20-Aug-2018 | Silpa | Updated step 1. |
| 11-Nov-2019 | Lyra | Updated Screenshots. |