

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[This version is superseded.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.

A screenshot of a web application interface titled "Accounting Centre SSI". The interface includes a header with a version number "dev01" on the right. Below the header, there are several dropdown menus for "Entity" (set to "TFS-SG"), "Bank", "Ccy", "Product", and "Portfolio". A row of buttons follows: "Refresh", "New SSI", "Delete", "SSI Group", "Approve", "Signatory", "Counterparty SSI", and three icons (download, star, and a document). Below these buttons is a table with columns: "App?", "SSI Name", "Entity", "Bank", "Ccy", "Account Name", "Account No", "Ccy D", "Ctpy D", "TP", "Portfolio", and "Product". The table is currently empty, with the text "No records found." displayed below it. At the bottom right of the table, there is a pagination control showing "50" records per page.

2. Click Counterparty SSI.



Counterparty SSI

Entity* Coy Product

Refresh New SSI Delete SSI Group Approve Accounting Cntr SSI   



App?	SSI Name	Entity	Bank	Coy	Account Name	Account No	Product	Tr	Coy D

No records found.





    50

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

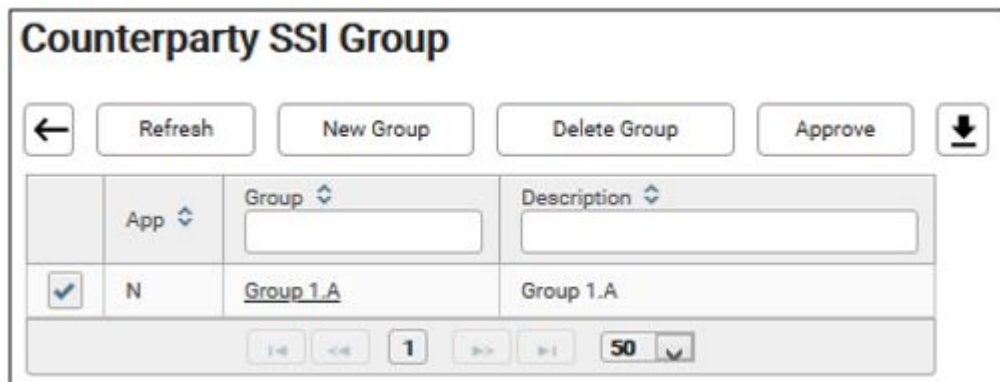
Short Name*

Long Name

Description

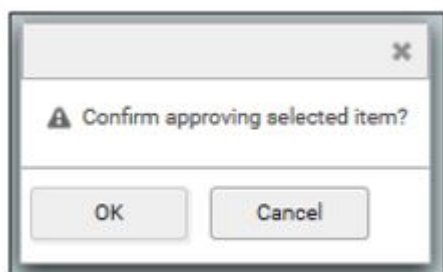
6. Click Save .

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



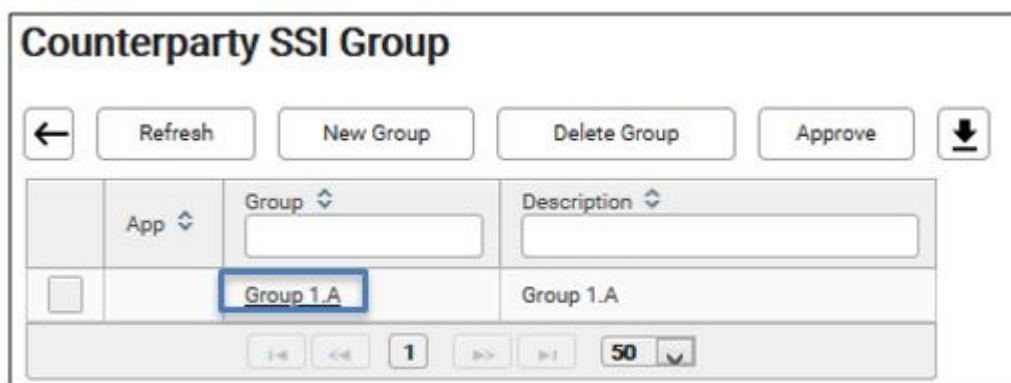
The screenshot shows the 'Counterparty SSI Group' interface. At the top, there are buttons for 'Refresh', 'New Group', 'Delete Group', 'Approve', and a download icon. Below these is a table with columns for 'App', 'Group', and 'Description'. The first row has a checked checkbox in the 'App' column, 'N' in the 'Group' column, and 'Group 1.A' in the 'Description' column. At the bottom, there are pagination controls showing '1' and '50'.

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



The screenshot shows a confirmation dialog box with the title 'Confirm approving selected item?'. It has two buttons: 'OK' and 'Cancel'.

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



The screenshot shows the 'Counterparty SSI Group' interface. The 'Group' column in the table has 'Group 1.A' highlighted with a blue box. The 'App' column has an unchecked checkbox. The 'Description' column has 'Group 1.A'. The pagination controls at the bottom show '1' and '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.

✕

⚠ Confirm approving selected item?

OK
Cancel

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.