

Amending Counterparty SSI Group

[See previous W5 version 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.

Accounting Centre SSI

Entity* TFS-SG Bank Ccy Product Portfolio

Refresh Action SSI Group Signatory Counterparty SSI Star Print

☐

App? ↑↓

SSI Name ↑↓

Entity ↑↓

Bank ↑↓

Ccy ↑↓

Account Name ↑↓

Account No ↑↓

Ccy D ↑↓

Ctpy D ↑↓

TP ↑↓

No records found.

0-0 of 0 records << < > >> 50

2. Click Counterparty SSI.

Counterparty SSI

Entity* Ccy Product

[Refresh](#) [Action](#) [SSI Group](#) [Accounting Cntr SSI](#) [Star](#) [Add](#)

Search [Columns](#)

☐	App? ↑↓	SSI Name ↑↓	Entity ↑↓	Bank ↑↓	Ccy ↑↓	Account Name ↑↓	Account No ↑↓	Product ↑↓	Tr ↑↓	Ccy D ↑↓
No records found.										

0-0 of 0 records << < > >> 50 ▾

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

Counterparty SSI Group

[Cancel](#) [Refresh](#) [Action](#)

Search [Columns](#)

☐		App ↑↓	Group ↑↓	Description ↑↓
☐			Citibank Group	Citibank Group
☐			Foreign Bank Group	Foreign Bank Group

1-2 of 2 records << < 1 > >> 50 ▾

4. Click on the Edit button of the counterparty SSI group to amend. In this example, Citibank Group.

Amend Counterparty SSI Group

✕ Cancel

💾 Save

📄 Duplicate

👤 Assign Member

≡ History

Short Name*

Citibank Group

Long Name

Citibank Group

Description

Citibank Group

5. Make the necessary changes.

Amend Counterparty SSI Group

✕ Cancel

💾 Save

📄 Duplicate

👤 Assign Member

≡ History

Short Name*

Citi Group

Long Name

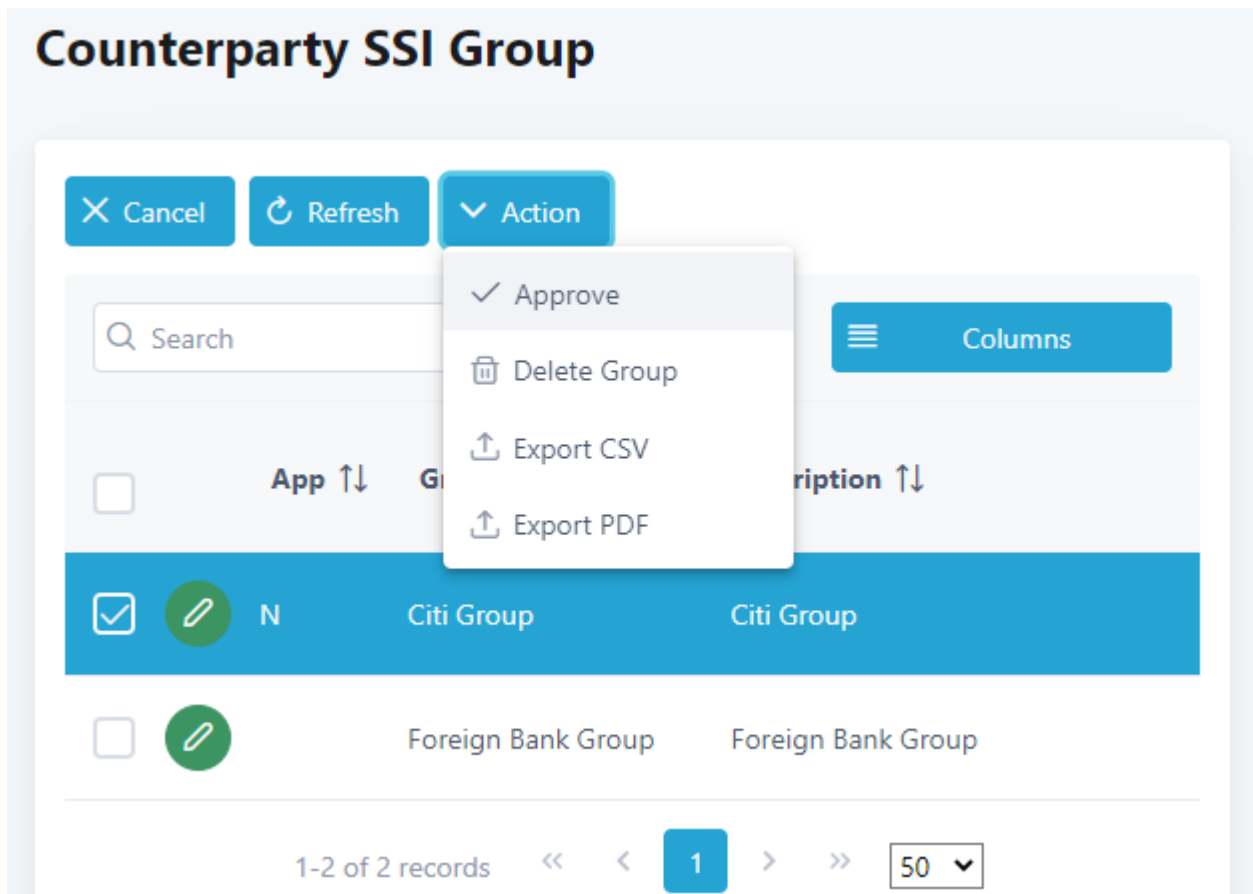
Citi Group

Description

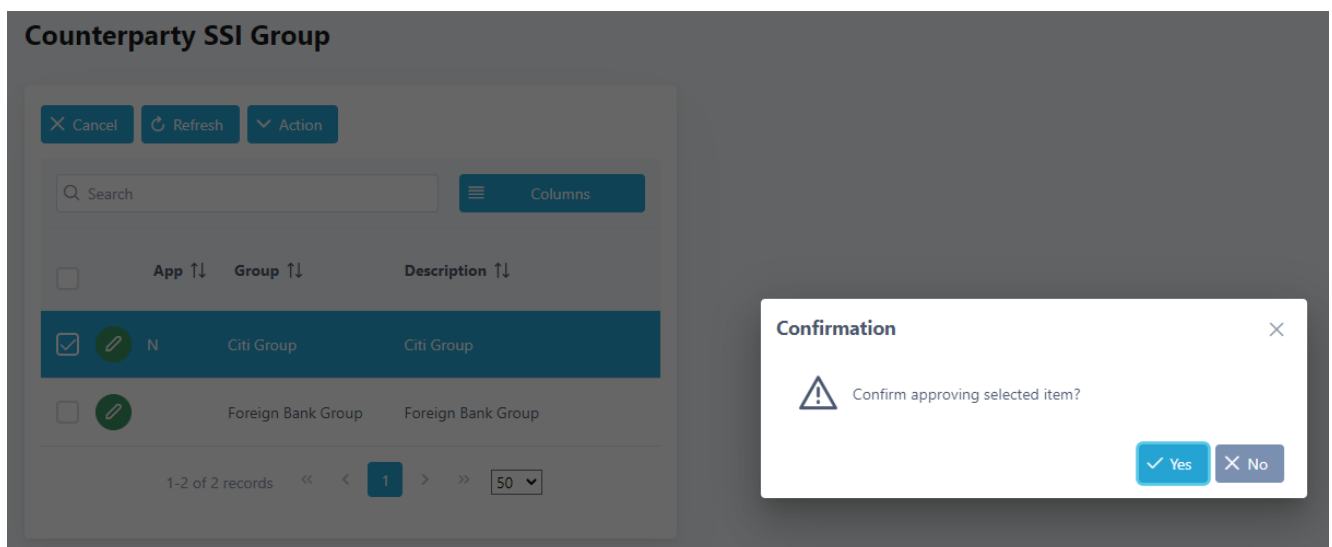
Citi Group

6. Click Save .

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



8. Click Action and Approve. A popup appears to confirm, click Yes.



9. To amend the counterparty SSI group member assignment, click on the Edit button of the counterparty SSI group.

Counterparty SSI Group

✕ Cancel ↻ Refresh ⌵ Action

Columns

☐	App ↑↓	Group ↑↓	Description ↑↓
☐		Citibank Group	Citibank Group
☐		Foreign Bank Group	Foreign Bank Group

1-2 of 2 records << < 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

✕ Cancel ↻ Refresh 💾 Save

Short Name	Add
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No records found.

Selected SSI	Remove
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CITI-SG-SGD-001

[Remove](#)

CITI-SG-SGD-111

[Remove](#)

12. To add more counterparty SSI to the group, select the entity from the drop down and click Refresh to view the list of counterparty SSIs. Then, 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.

Assign Counterparty SSI Group Member

Short Name

Citi Group

Entity

CITI-SG

Cancel

Refresh

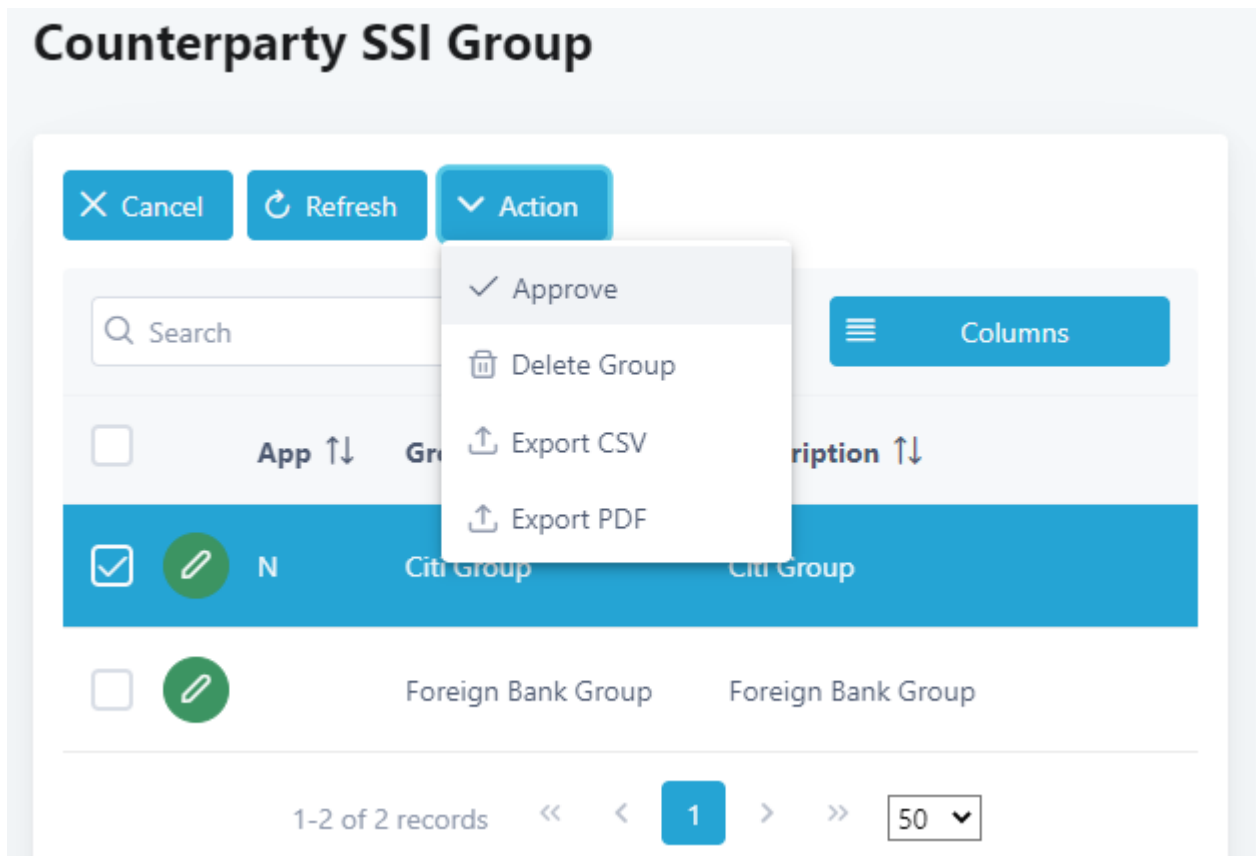
Save

Short Name	Add	Selected SSI	Remove
(Temporary AUD)	Add	CITI-SG-AUD-692	Remove
(Temporary EUR)	Add	CITI-SG-SGD-001	Remove
(Temporary GBP)	Add	CITI-SG-SGD-111	Remove
(Temporary SGD)	Add		
(Temporary USD)	Add		

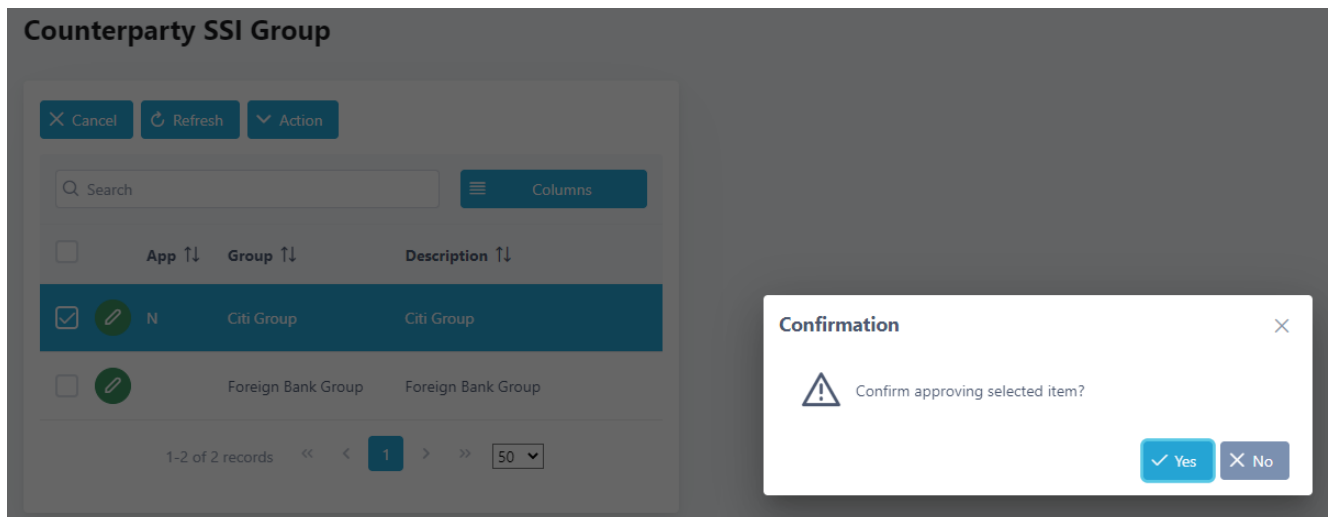
14. When completed, click Save.

15. You will be returned to Amend Counterparty SSI Group screen. Click on the Cancel button to return to Counterparty SSI Group screen.

16. Approve the counterparty SSI group by ticking the checkbox beside the short name and click Action and 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.



17. A popup appears to confirm, click Yes.



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.
27-Feb-2023	TS	Updated to W6 instructions and screenshots.