

Assign Accounting Centre SSI to Groups (W5)

[This version is superseded.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

PURPOSE

This document explains the procedures on how to assign a accounting Centre SSI or bank account to multiple SSI groups.

WHY IS THIS IMPORTANT?

This allows user to assign one accounting centre SSI to multiple groups in a more convenient and faster way.

PROCEDURE



1. From Accounting Centre SSI screen (Set Up > Static > Settlement Instructions), click on the SSI Name (e.g. TF-CI-SGD) to drill down to Amend Acct Cntr SSI screen.

Accounting Centre SSI

Entity* TFS-SG Bank Ccy Product

Refresh New SSI Delete SSI Group Approve Signatory Counterparty SSI

	App?	SSI Name	Entity	Bank	Ccy	Account Name	Account No	Ccy D
<input type="checkbox"/>		CITI-420	TFS-SG	CITI-SG	SGD		1022420	
<input type="checkbox"/>		TF-CI-AUD	TFS-SG	CITI-SG	AUD	Timber Financial Services	2240566	Y
<input type="checkbox"/>		TF-CI-EUR	TFS-SG	CITI-SG	EUR	Timber Financial Services	7667433	
<input type="checkbox"/>		TF-CI-GBP	TFS-SG	CITI-SG	GBP	Timber Financial Services	7667434	
<input type="checkbox"/>		TF-CI-IDR	TFS-SG	CITI-SG	IDR	Timber Financial Services	398558	
<input type="checkbox"/>		TF-CI-SGD	TFS-SG	CITI-SG	SGD	Timber Financial Services	7667432	

2. Click on Assign Group.

Amend Accounting Centre SSI

← Save Duplicate History Assigned Signatory Preference E-Banking Setup Assign Group Payment Type

Short Name* TF-CI-SGD

▼ Standard

Entity* TFS-SG

Ccy* SGD

Portfolio

Default Ccy No

Product

3. The following screen displays.

Assign Accounting Centre SSI Group

SSI TF-CI-SGD

← Refresh Save

<input type="checkbox"/>	Short Name	Long Name	Add
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD	Remove
<input type="checkbox"/>	TFS OPS SSI	TFS OPS SSI	
<input type="checkbox"/>	TFS OPS+FIN	TFS OPS+FIN	
<input type="checkbox"/>	TFS OPS+FIN (GBP)	TFS OPS+FIN (GBP)	
<input type="checkbox"/>	TFS SGD SSI	TFS SGD SSI	
<input type="checkbox"/>	TFS SSI	TFS SSI	
<input type="checkbox"/>	TFS SSI Ex OPS	TFS SSI Ex OPS	
<input type="checkbox"/>	TFS-SG-Citi	TFS-SG-Citi	
<input type="checkbox"/>	TFS/TGL OPS	TFS/TGL OPS	
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI	
<input type="checkbox"/>	ZBAL-SGD	Zero Bal CITI	

☐ Assigned Group
 No records found.

4. To assign SSI to group(s), tick on the check box of the SSI group short name from the list on your left and click Add.

Assign Accounting Centre SSI Group

SSI TF-CI-SGD

← Refresh Save

<input type="checkbox"/>	Short Name	Long Name	Add
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD	Remove
<input type="checkbox"/>	TFS OPS SSI	TFS OPS SSI	
<input type="checkbox"/>	TFS OPS+FIN	TFS OPS+FIN	
<input type="checkbox"/>	TFS OPS+FIN (GBP)	TFS OPS+FIN (GBP)	
<input type="checkbox"/>	TFS SGD SSI	TFS SGD SSI	
<input checked="" type="checkbox"/>	TFS SSI	TFS SSI	
<input type="checkbox"/>	TFS SSI Ex OPS	TFS SSI Ex OPS	
<input type="checkbox"/>	TFS-SG-Citi	TFS-SG-Citi	
<input checked="" type="checkbox"/>	TFS/TGL OPS	TFS/TGL OPS	
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI	
<input type="checkbox"/>	ZBAL-SGD	Zero Bal CITI	

☐ Assigned Group
 No records found.

5. Selected groups will be added to the Assigned Group list on your right.

Assign Accounting Centre SSI Group

SSI TF-CI-SGD

← Refresh Save

<input type="checkbox"/>	Short Name	Long Name	Add
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD	Remove
<input type="checkbox"/>	TFS OPS SSI	TFS OPS SSI	
<input type="checkbox"/>	TFS OPS+FIN	TFS OPS+FIN	
<input type="checkbox"/>	TFS OPS+FIN (GBP)	TFS OPS+FIN (GBP)	
<input type="checkbox"/>	TFS SGD SSI	TFS SGD SSI	
<input type="checkbox"/>	TFS SSI Ex OPS	TFS SSI Ex OPS	
<input type="checkbox"/>	TFS-SG-Citi	TFS-SG-Citi	
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI	
<input type="checkbox"/>	ZBAL-SGD	Zero Bal CITI	

<input type="checkbox"/>	Assigned Group
<input type="checkbox"/>	TFS SSI
<input type="checkbox"/>	TFS/TGL OPS

6. Click Save to save changes.

Assign Accounting Centre SSI Group

SSI TF-CI-SGD

← Refresh **Save**

<input type="checkbox"/>	Short Name	Long Name	Add
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD	Remove
<input type="checkbox"/>	TFS OPS SSI	TFS OPS SSI	
<input type="checkbox"/>	TFS OPS+FIN	TFS OPS+FIN	
<input type="checkbox"/>	TFS OPS+FIN (GBP)	TFS OPS+FIN (GBP)	
<input type="checkbox"/>	TFS SGD SSI	TFS SGD SSI	
<input type="checkbox"/>	TFS SSI Ex OPS	TFS SSI Ex OPS	
<input type="checkbox"/>	TFS-SG-Citi	TFS-SG-Citi	
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI	
<input type="checkbox"/>	ZBAL-SGD	Zero Bal CITI	

<input type="checkbox"/>	Assigned Group
<input type="checkbox"/>	TFS SSI
<input type="checkbox"/>	TFS/TGL OPS

7. The following message will displays.

Group(s) successfully assigned to this SSI. Group(s) will be disabled until the changes are approved by an authorised user.

8. To approve the SSI groups, navigate to Set Up > Static > Settlement Instructions. Click SSI Group.

Accounting Centre SSI

Entity* TFS-SG Bank Ccy Product

	App? ↕	SSI Name ↕	Entity ↕	Bank ↕	Ccy ↕	Account Name ↕	Account No ↕
<input type="checkbox"/>		<u>CITI-420</u>	TFS-SG	CITI-SG	SGD		1022420
<input type="checkbox"/>		<u>TF-CI-AUD</u>	TFS-SG	CITI-SG	AUD	Timber Financial Services	2240566


9. Tick on the checkbox of the SSI groups to approve and then click Approve.

Accounting Centre SSI Group

SSI Group Type

	App ↕	Group ↕	Description ↕
<input checked="" type="checkbox"/>	N	<u>TFS SGD SSI</u>	TFS SGD SSI
<input checked="" type="checkbox"/>	N	<u>TFS/TGL OPS</u>	TFS/TGL OPS
<input type="checkbox"/>		<u>PINE CITI-ZBA USD</u>	PINE CITI-ZBA USD
<input type="checkbox"/>		<u>TFS OPS SSI</u>	TFS OPS SSI
<input type="checkbox"/>		<u>TFS OPS+FIN</u>	TFS OPS+FIN
<input type="checkbox"/>		<u>TFS OPS+FIN (GBP)</u>	TFS OPS+FIN (GBP)
<input type="checkbox"/>		<u>TFS SSI</u>	TFS SSI
<input type="checkbox"/>		<u>TFS SSI Ex OPS</u>	TFS SSI Ex OPS
<input type="checkbox"/>		<u>TFS-SG-Citi</u>	TFS-SG-Citi
<input type="checkbox"/>		<u>TGL OPS SSI</u>	TGL OPS SSI
<input type="checkbox"/>		<u>ZBAL-SGD</u>	Zero Bal CITI Sweep

10. Accounting Centre SSI groups will be approved. Changes are audit logged in SSI group Change History (Set Up > Static > Settlement Instructions > SSI Group > Click on the Group name > Amend Accounting Centre SSI Group > Click on History).

Accounting Centre - SSI Group Change History			
TFS/TGL OPS			
			
Timestamp	Userid	Type/Status	Description
12 Nov 2019 10.50.00	dev01@12dl2d.com	Changes Approved	Approval Status
12 Nov 2019 10.47.26	dev01@12dl2d.com	Changes	Acct Cntr SSI Group Member Added: TF-CI-SGD

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Accounting Centre SSI Set Up](#)

[Accounting Centre SSI Group](#)

CHANGE HISTORY

Date	By	Changes
22-May-2018	TS	Created.
23-May-2018	Anuja	Recreated. Reformatted.
20-Aug-2018	Silpa	Updated step 1,8,10.
12-Nov-2019	Lyra	Updated Screenshots.