

Assign Accounting Centre SSI to Groups

[See previous W5 version 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 Edit button of the SSI (e.g. TF-CI-SGD) to drill down to Amend Acct Cntr SSI screen.

Accounting Centre SSI

Entity*

TFS-SG

Bank

Ccy

Product

Portfolio

Refresh

Action

SSI Group

Signatory

Counterparty SSI

Star

Document

Search

<input type="checkbox"/>	App? ↑↓	SSI Name ↑↓	Entity ↑↓	Bank ↑↓	Ccy ↑↓	Account Name ↑↓	Account No ↑↓	Ccy D ↑↓	Ctpy D ↑↓	TP ↑↓
<input type="checkbox"/>		SETTLEMENT-023	TFS-SG	NAB	AUD	Timber Financial Services	12378023	Y		
<input type="checkbox"/>		TF-CI-AUD	TFS-SG	CITI-SG	AUD	Timber Financial Services	2240566			
<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			
<input type="checkbox"/>		TF-CI-USD	TFS-SG	CITI-SG	USD	Timber Financial Services	5633671	Y		

2. Click on Assign Group.

Amend Accounting Centre SSI

Cancel
Save
Duplicate
History
Assigned Signatory
Preference
E-Banking Setup
Assign Group
Payment Type
File/Note

Short Name*

▼ Standard

Entity*

Ccy*

Portfolio

Default Ccy

3. The following screen displays.

Assign Accounting Centre SSI Group

SSI

Cancel
Refresh
Save

<input type="checkbox"/>	Short Name	Long Name	<input type="checkbox"/>	Assigned Group
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD	<input type="checkbox"/>	TFS SSI Ex OPS
<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/TGL OPS	TFS/TGL OPS		
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI		

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

✕ Cancel

↺ Refresh

💾 Save

<input type="checkbox"/>	Short Name	Long Name
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD
<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 checked="" type="checkbox"/>	TFS SGD SSI	TFS SGD SSI
<input checked="" type="checkbox"/>	TFS SSI	TFS SSI
<input type="checkbox"/>	TFS/TGL OPS	TFS/TGL OPS
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI



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

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

Assign Accounting Centre SSI Group

SSI

TF-CI-SGD

✕ Cancel

↺ Refresh

💾 Save

<input type="checkbox"/>	Short Name	Long Name
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD
<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/TGL OPS	TFS/TGL OPS
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI



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

6. Click Save to save changes.

7. The following message will displays.

Assign Accounting Centre SSI Group

SSI

TF-CI-SGD

✕ Cancel

↻ Refresh

💾 Save

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

<input type="checkbox"/>	Short Name	Long Name	<input type="button" value="+"/> <input type="button" value="-"/>	<input type="checkbox"/>	Assigned Group
<input type="checkbox"/>	PINE CITI-ZBA USD	PINE CITI-ZBA USD		<input type="checkbox"/>	TFS SGD SSI
<input type="checkbox"/>	TFS OPS SSI	TFS OPS SSI		<input type="checkbox"/>	TFS SSI
<input type="checkbox"/>	TFS OPS+FIN	TFS OPS+FIN		<input type="checkbox"/>	TFS SSI Ex OPS
<input type="checkbox"/>	TFS OPS+FIN (GBP)	TFS OPS+FIN (GBP)			
<input type="checkbox"/>	TFS/TGL OPS	TFS/TGL OPS			
<input type="checkbox"/>	TGL OPS SSI	TGL OPS SSI			

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

Portfolio

↻ Refresh

⌵ Action

👤 SSI Group

👤 Signatory

👤 Counterparty SSI

★

💾

🔍 Search

<input type="checkbox"/>	App? ↑↓	SSI Name ↑↓	Entity ↑↓	Bank ↑↓	Ccy ↑↓	Account Name ↑↓	Account No ↑↓	Ccy D ↑↓	Ctpy D ↑↓	TP ↑↓
<input type="checkbox"/>		SETTLEMENT-023	TFS-SG	NAB	AUD	Timber Financial Services	12378023	Y		
<input type="checkbox"/>		TF-CI-AUD	TFS-SG	CITI-SG	AUD	Timber Financial Services	2240566			
<input type="checkbox"/>		TF-CI-EUR	TFS-SG	CITI-SG	EUR	Timber Financial Services	7667433			

9. Tick on the checkbox of the SSI groups and click Action and Approve.

Accounting Centre SSI Group

SSI Group Type

Cancel

Refresh

Action

Search

Columns

☐

App ↑↓

Description ↑↓

☒

N

TFS SGD SSI

TFS SGD SSI

☒

N

TFS SSI

TFS SSI

☐

PINE CITI-ZBA USD

PINE CITI-ZBA USD

✓ Approve

🗑 Delete Group

📄 Export CSV

📄 Export PDF

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 the Edit button of the Group to drill down to the Amend Accounting Centre SSI Group > Click on History).

Accounting Centre - SSI Group Change History

TFS SGD SSI

← Back

Timestamp	Userid	Type/Status	Description
16 Feb 2023 12.05.58	admin@devent1.com	Changes Approved	Approval Status
16 Feb 2023 12.05.45	admin@devent1.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 screenshot.
16-Feb-2023	TS	Updated to W6 instructions and screenshots.