

# Electronic Banking/ Settlement

[See the previous W5 version guide.](#)

## **PURPOSE**

This document describes the procedures to set up electronic banking/ settlement with banks and how to generate electronic banking file for settlement.

## **WHY IS THIS IMPORTANT?**

The electronic banking feature creates an electronic file that can be read by the bank's e-banking system. This eliminates the manual process by having to send settlement instructions letter to the banks.

## **SET UP REQUIRED**

### **I. Citibank Set Up**

1. Set up a branch code for the bank counterparty. For example, the branch code for Citibank in Singapore is a 3 character numeric value. We use 760.

From the main menu, click Set Up > Static.

Click Counterparty.

Click on the counterparty  . Click Preference.

Click on the Branch Code.

Enter the branch code. For illustration purpose, we use 760. Click Update.

### Counterparty Preference

CITI-SG

[← Back](#)

Preference ↑↓	Value ↑↓
<a href="#">AcctCntr/Ctpy Group</a>	-
<a href="#">Branch Code</a>	760
<a href="#">E-banking Encryption Method</a>	-

2. Set up the e-banking system that the accounting centre will use on their bank account with CITI-SG.

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

In the Accounting Centre SSI screen, choose the accounting centre from the Entity drop down field. Click Refresh.

Click on the accounting centre SSI  that you wish to set up the e-banking system.

In the Amend Accounting Centre SSI screen, select the e-banking system from the E-Banking System field. In this example, we will choose CITIDIRECT.

Ensure the account name and account number are also filled in.

## Amend Accounting Centre SSI

 Cancel  Save  Duplicate  History  Assign

Short Name\* TF-CI-SGD

▼ Standard

Entity\* TFS-SG ▼

Ccy\* SGD ▼

Portfolio ▼

Default Ccy No ▼

Product ▼

Default Portfolio No ▼

Third Party Account No ▼

E-Banking System CITIDIRECT ▼

SSI Type - ▼

SSI Status - ▼

Auto Balance Update? No ▼

Overdraft Limit

Ccy ▼

Limit

Beneficiary Bank

Counterparty ID\* CITI-SG ▼

Ctpy Default A/C No ▼

Bank Name Citibank N.A. Singapore

Address

Account Name Timber Financial Services


Account Number\* 7667432

EBAddress

3. Set up the e-banking address of the trade counterparty's bank account for electronic banking.

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

Click Counterparty SSI.

In the Counterparty SSI screen, click on the counterparty SSI . In this example, we will use DBS-SG's bank account.

**Amend Counterparty SSI**

Cancel Save Duplicate History Preference Assign Group File/Note

Entity\* DBS-SG

Ccy\* SGD

Short Name\* 001-DBS-SGD

Default Ccy No

Product Money Market

Third Party Account No

Our Portfolio/Product

Acct Ref

Portfolio

Product

Beneficiary Bank

Bank Name DBS Singapore

Address

Account Name DBS Singapore

Account Number\* 111111

EBAAddress DBSSSG

4. Set up the location for saving the generated e-banking file. This is

done at the Counterparty Preference. From main menu, click Set Up > Static > Counterparty. In the Counterparty Screen, click on the E-banking File Path. Enter the location path where the e-banking file will be pushed to. In this example, it will be pushed to C:\ drive, in the “Integration” and “CITIDIRECT” folder.


**Counterparty Preference**

DBS-SG

[← Back](#)

Preference ↑↓	Value ↑↓
<a href="#">AcctCntr/Ctpy Group</a>	-
<a href="#">Branch Code</a>	-
<a href="#">E-banking Encryption Method</a>	-
<a href="#">E-banking Encryption OpenPGP PK Recipient</a>	-
<a href="#">E-banking FTP Profile (User)</a>	-
<a href="#">E-banking File Path</a>	C:/Belsize/Integration/CITIDIRECT
<a href="#">Integration ID</a>	-

## II. DBS Set Up

1. Select Set Up > Static > Settlement Instructions > Refresh > Click on Accounting Centre SSI  > E-Banking Setup button.
2. Set E-Banking Setup information for SSI, for example, TFS-DBS-SGD-567.
3. Please fill in the DBS Company ID details and click Update.

**E-Banking Setup**

[× Cancel](#) [📄 Update](#)

Entity ID

4. Click the back button to back to the Accounting Centre SSI's details page.

5. Set E-Banking System for SSI, for example, TFS-DBS-SGD-567.

**Amend Accounting Centre SSI**

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

Short Name*	TF-DB-SGD-567
Standard	
Entity*	TFS-SG
Ccy*	SGD
Portfolio	
Default Ccy	No
Product	
Default Portfolio	No
Third Party Account	No
E-Banking System	DBS ISO20022 pain.001:00
SSI Type	-
SSI Status	-
Auto Balance Update?	No

6. Select DBS ISO20022 pain.001.001.03

Beneficiary Bank	
Counterparty ID*	DBS-SG
Ctpy Default A/C	No
Bank Name	DBS Bank Ltd, Singapore
Address	
Account Name	Timber Financial Services
Account Number*	2240567
EBAddress	
E-Banking	
SWIFT Code	DBSSSGSG
Alternate Bank IDs	

7. Ensure Account Name, Account Number and SWIFT Code are set up.

## Amend Counterparty SSI

[Cancel](#) [Save](#) [Duplicate](#) [History](#) [Preference](#) [Assign Group](#) [File/Note](#)

Entity\* DBS-SG  
Ccy\* SGD  
Short Name\* 001-DBS-SGD  
Default Ccy No  
Product Money Market  
Third Party Account No

### Our Portfolio/Product


Acct Ref  
Portfolio  
Product

### Beneficiary Bank

Bank Name DBS Singapore  
Address  
Account Name DBS Singapore  
Account Number\* 111111  
EBAAddress DBSSSG

### E-Banking

SWIFT Code DBSSSGSG  
Alternate Bank IDs

8. Go to Set Up > Static > Settlement Instructions > Counterparty SSI > Click on the Counterparty SSI  , for e.g., 001-DBS-SGD. Ensure Account Name, Account Number and SWIFT Code are set up.



9. Go to Set Up > Static > Counterparty > Click on DBS-SG



10. Ensure Tax Residence is set up.

### Amend Counterparty

Cancel Save Address Preference Risk Profile File/Note History

Short Name*	DBS-SG
Ctpy Type*	Bank/FI
Long Name	DBS Singapore
GST Status*	Standard
Tax Residence	Singapore
Ctpy Classification	-

11. Click Preference button.

### Counterparty Preference

DBS-SG

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Preference ↑↓	Value ↑↓
<a href="#">AcctCntr/Ctpy Group</a>	-
<a href="#">Branch Code</a>	-
<a href="#">E-banking Encryption Method</a>	-
<a href="#">E-banking Encryption OpenPGP PK Recipient</a>	-
<a href="#">E-banking FTP Profile (User)</a>	-
<a href="#">E-banking File Path</a>	C:/Belsize/Integration/DBS
<a href="#">Integration ID</a>	-
<a href="#">Listed Security Shortname</a>	-
<a href="#">Trading Partner Code</a>	-

12. Click on “E-Banking File Path”.

13. Set the file path as: **C:\Belsize\Integration\DBS**

**Note:** Please ensure there are no spaces in the file path.

14. Click Update.

## **EXECUTE TRADE AND ASSIGN SETTLEMENT INSTRUCTIONS**

In the trade below, TFS-SG executed a trade with DBS-SG.

**New Money Market**

✕ Cancel

📖 Book

📄 Import

Settle'm Bank 

▼

[Check Compliance](#)

Discount ☐

Transaction\* 

Lend/Place ▼

Accounting Centre\* 

TFS-SG ▼

TDate\* 

13/10/2016

VDate\* 

13/10/2016

MDate\* 

27/10/2016

Ccy\* 

SGD ▼

Amount\* 

1,000,000.00

Interest Rate\* 

0.500000

Interest\* 

191.78

↻

Accruals 

Default ▼

Facility\* 

TFS-SG > DBS-SG ▼

↻

 Available:SGD 20.00m ( 100.0%)

Counterparty ID 

DBS-SG

Portfolio 

▼

Show Advance Fields ☐

Show WHT Fields ☐

Comparative Quotes

Counterparty 

▼

Rate %

Description

Quote Table 

▼

+

−

Counterparty	Rate %	Description
No records found.		

Once the trade is booked, assign the settlement instructions for this trade using the bank account/ SSI that has been set up for e-banking. For more details on how to assign settlement instructions, please see [Cash Settlement](#).

Amend Cash Settlement

Cancel

Update

History

Description

Lend/Place SGD 1,000,000.00 at 0.500000% from 13 Oct 2016 to 27 Oct 2016 with DBS-SG Portfolio:- [admin@devent1.com]

Trade ID

MMK100029.00

+

Vdate

13 Oct 2016

-

Acct Cntr

TFS-SG

Ccy

SGD

Amount

-1,000,000.00

Acct Cntr

TFS-SG

Bank Account

TF-DB-SGD

Amount

0.00

Description

Our SSI

Their SSI

Amount

Description

TF-CI-SGD

001-DBS-SGD

-1,000,000.00

Total

-1,000,000.00

Counterparty

DBS-SG

Bank Account

001-DBS-SGD

Settlement Charges

Payment Amt\*

Our SSI\*

Description

Note: A settlement narrative is required for the DBS e-banking settlement. Please put the settlement narrative in the Description field on the table on the right.

## GENERATE E-BANKING FILE

1. From the main menu, select Back Office > Settlement.
2. From the Cash Settlement screen, click E-banking. The E-Banking Settlement screen will be displayed.

**E-Banking Settlement**

Acct Cntr\*  Platform\*  From\*  To\*  Coy

<input type="checkbox"/>	EB Ref	VDate	Our Sai	Coy	Settle Amt	Their Sai	TradeID	Settlement Narrative	Activity Log
No records found.									

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

3. Pull out the trades to be settled electronically by choosing the Accounting Centre, Platform, From and To Dates. In this example, we will pull out trades to be settled today, which is 13-Oct-2016 and the platform chosen is CITIDIRECT.

**E-Banking Settlement**

Acct Cntr\*  Platform\*  From\*  To\*  Coy

<input type="checkbox"/>	EB Ref	VDate	Our Sai	Coy	Settle Amt	Their Sai	TradeID	Settlement Narrative	Activity Log
No records found.									

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

4. Click Refresh. All transactions value on the dates specified will be displayed.

**E-Banking Settlement**

Acct Cntr\*  Platform\*  From\*  To\*  Coy

<input type="checkbox"/>	EB Ref	VDate	Our Sai	Coy	Settle Amt	Their Sai	TradeID	Settlement Narrative	Activity Log
<input type="checkbox"/>		13 Oct 2016	TF-CI-SGD	SGD	-1,000,000.00	001-OBS-SGD	MMK100029.00	-	

1-1 of 1 records << < **1** > >>

5. Click on the checkbox beside the transaction.

6. Click Generate.

7. The system will generate an e-banking reference number and an audit logging of what has been done. Check the file in the E-Banking File Path location.

**E-Banking Settlement**

Acct Cntr\* TFS-SG Platform\* CITIDIRECT From\* 13/10/2016 To\* 13/10/2016 Ccy

Cancel Refresh Action Generate

Search Columns

EB Ref	VDate	Our Sai	Ccy	Settle Amt	Their Sai	TradeID	Settlement Narrative	Activity Log
<b>CXL</b> 100001	13 Oct 2016	TF-CI-SGD	SGD	-1,000,000.00	001-DBS-SGD	MMK100029.00	-	Gen:100001 11 Feb 25 Tue 17:52 admin@devvent1.com

1-1 of 1 records << 1 >> 50

8. Once generated, it cannot be regenerated anymore. If needed, the e-banking transaction can be cancelled by clicking on CXL. This cancellation does not generate any cancellation instruction to the bank, it is to only allow user to re-generate the e-banking file.

**E-Banking Settlement**

Acct Cntr\* TFS-SG Platform\* CITIDIRECT From\* 13/10/2016 To\* 13/10/2016 Ccy

Cancel Refresh Action Generate

Search Columns

EB Ref	VDate	Our Sai	Ccy	Settle Amt	Their Sai	TradeID	Settlement Narrative	Activity Log
<b>CXL</b> 00001	13 Oct 2016	TF-CI-SGD	SGD	-1,000,000.00	001-DBS-SGD	MMK100029.00	-	Gen:100001 11 Feb 25 Tue 17:52 admin@devvent1.com

1-1 of 1 records << 1 >> 50

9. Once cancelled, the item is selectable again. Audit log history will be updated for the cancellation activity.

**E-Banking Settlement**

Acct Cntr\* TFS-SG Platform\* CITIDIRECT From\* 13/10/2016 To\* 13/10/2016 Ccy

Cancel Refresh Action Generate

Search Columns

EB Ref	VDate	Our Sai	Ccy	Settle Amt	Their Sai	TradeID	Settlement Narrative	Activity Log
	13 Oct 2016	TF-CI-SGD	SGD	-1,000,000.00	001-DBS-SGD	MMK100029.00	-	Cancel:100001 11 Feb 25 Tue 17:54 admin@devvent1.com Gen:100001 11 Feb 25 Tue 17:52 admin@devvent1.com

1-1 of 1 records << 1 >> 50

Note: Normally, you only instruct for payment with e-banking, which is why you only see red negative numbers in this screen. For DBS ISO20022 pain.001.001.03 posting must be done one by one as one file is generated for one payment instruction.

10. To return to Cash Settlement screen, click Back button.

## **FREQUENTLY ASKED QUESTIONS**

## **FAQ01. I cannot access e-banking or generate e-banking settlement.**

If you cannot access or generate e-banking settlement, check with your administrator and ask for the following rights:

12434 - To view/ inquire e-banking transactions

12435 - Generate e-banking settlements

12436 - To cancel generated e-banking settlements

## **FAQ02. We have netted some transactions. Can we send out the net settlement using e-banking?**

Our system is NOT ABLE to send out the net settlement via e-banking. On the e-banking screens, the values are still shown as separate gross settlement as though it is not netted. This follows the accounting treatment. Please print out the netting letter to instruct bank to pay on a net basis.

## **RELATED INFORMATION**

[Cash Settlement](#)

## **CHANGE HISTORY**

Date	By	Changes
2-Sep-2013	CS	Created.
3-May-2016	Clarissa	Rewritten. Reformatted.
13-Oct-2016	TS	Updated.
8-Apr-2017	Veena	Added DBS Set Up.
8-Jan-2020	Lyra	Updated Screenshots.
13-Feb-2025	Lyra	Updated to W6 instructions and screenshots.