

How to Set Up Counterparty SSI (W5)

[This version is superseded.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

PURPOSE

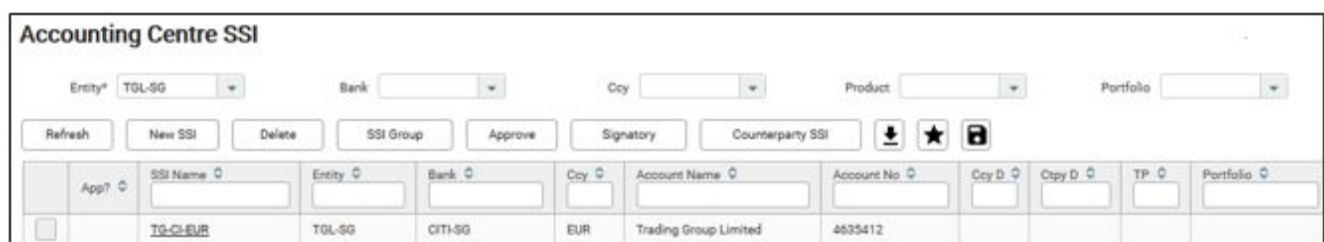
This document details the procedure for setting up counterparty SSI.

WHY IS THIS IMPORTANT?

Setting up counterparty SSI in the CS Lucas system is important so that the system can generate settlement instructions to the destination bank account when a payment needs to be made from your bank account to the counterparty's bank account.

PROCEDURE

1. From the main menu, select Set Up > Static > Settlement Instructions. The SSI main menu is displayed.






The screenshot shows the 'Accounting Centre SSI' interface. At the top, there are dropdown menus for Entity* (TGL-SG), Bank, Coy, Product, and Portfolio. Below these are buttons for Refresh, New SSI, Delete, SSI Group, Approve, Signatory, and Counterparty SSI. A table below contains one row of data with the following values:








	App?	SSI Name	Entity	Bank	Coy	Account Name	Account No	Coy D	Ctpy D	TP	Portfolio
<input type="checkbox"/>		TG-C-EUR	TGL-SG	CITI-SG	EUR	Trading Group Limited	4635412				

2. Click Counterparty SSI. The Counterparty SSI screen shown below displays.

Counterparty SSI

Entity* Ccy Product

Refresh New SSI Delete SSI Group Approve Accounting Cntr SSI   

App? 	SSI Name 	Entity 	Bank 	Ccy 	Account Name 	Account No 
No records found.						

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50

3. Click New SSI.

New Counterparty SSI

 Save Import

Entity*

Ccy*

Short Name*

Beneficiary Bank

Account Number*

Show Advance

4. Choose the Entity from the drop down. The entity here would be the external counterparty only. In this example, CITI-SG will be chosen.

5. Select the Currency (Ccy).

6. Give a Short Name for this Counterparty SSI.

7. Type the Account number under the Beneficiary Bank.

8. At this point, the Counterparty SSI can already be saved. However, Show Advance can be clicked and more fields will come up.

New Counterparty SSI

Entity*	CITI-SG
Ccy*	SGD
Short Name*	CITI-SG-SGD
Default Ccy	No
Product	
Third Party Account	No

Our Portfolio/Product

Acct Ref	
Portfolio	
Product	

Beneficiary Bank

Bank Name	
Address	
Account Name	
Account Number*	1000009900
EBAddress	

E-Banking

SWIFT Code	
Alternate Bank IDs	

Correspondence Bank

Bank Name	
Address	
Account Name	
Account Number	
EBAddress	

9. Under Bank Name field, type in the Beneficiary Bank's name

and the beneficiary bank's account name under Account Name field. The information entered is used in a confirmation letter or settlement letter sent to the banks.

10. For any e-banking code, you may enter in the EBAAddress field. This information will also appear in the confirmation or settlement letter.

11. After filling out the necessary fields, click Save.

12. To check for the SSI, go to the Counterparty SSI main screen and select the Entity to view, then click Refresh.

Counterparty SSI

Entity* CITI-SG Coy Product

Refresh New SSI Delete SSI Group Approve Accounting Cntr SSI

	App?	SSI Name	Entity	Bank	Coy	Account Name	Account No	Product	Tp	Coy D
<input type="checkbox"/>	N	CITI-SG-SGD	CITI-SG		SGD		1000009900			
<input type="checkbox"/>		CITI-SG-389	CITI-SG	Citibank N.A., Singapo	GBP	Citibank N.A., Singapore	12083389			
<input type="checkbox"/>		CITI-SG-EURFX	CITI-SG	Citibank N.A., Singapo	EUR	Citibank N.A., Singapore	1256321	Foreign Exchange Outright		
<input type="checkbox"/>		CITI-SG-EURMM	CITI-SG	Citibank N.A., Singapo	EUR	Citibank N.A., Singapore	193369			Y
<input type="checkbox"/>		CITI-SG-GBPFX	CITI-SG	Citibank N.A., Singapo	GBP	Citibank N.A., Singapore	972098			

13. To approve, click on the tick box beside the SSI Name previously set up and click Approve.

FREQUENTLY ASKED QUESTIONS

FAQ01. Is there any standard for creating SSI?

Please refer to FAQ on the [standard settlement instructions](#).

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created
28-Jul-2015	CS	Included section for FAQ
21-Mar-2015	Clarissa	Rewritten. Reformatted.
8-Jun-2016	Douglas	Proofread.
20-Aug-2018	Silpa	Updated step 1.
11-Nov-2019	Lyra	Updated Screenshots.