Import Facility Limit (W5)

This version is superseded. Click here to view the latest guide.

PURPOSE

This document shows the detailed procedures on how to import facility limit in the system.

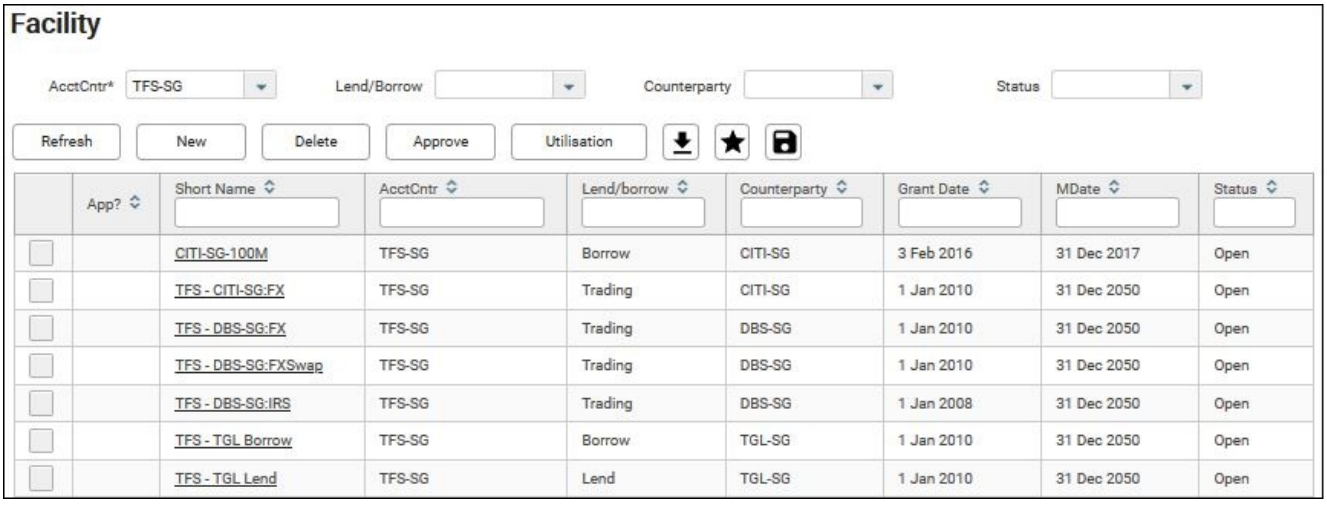
WHY IS THIS IMPORTANT?

This allows import of facility limits as a bulk if you have many to create or during the initial set up of the system where you need to migrate existing data.

PROCEDURE

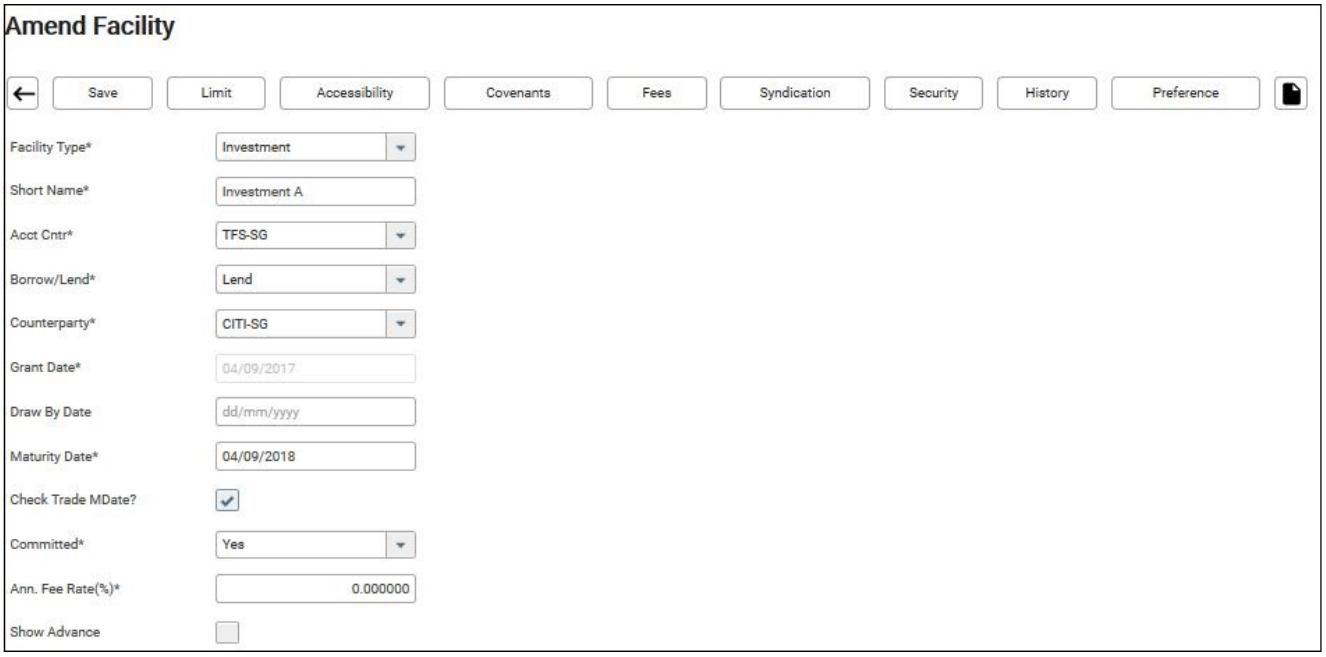
1. From the main menu, select Set Up > Risk > Facility.

2. Choose the Accounting Centre and click Refresh . System will show the list of facility created in the system.

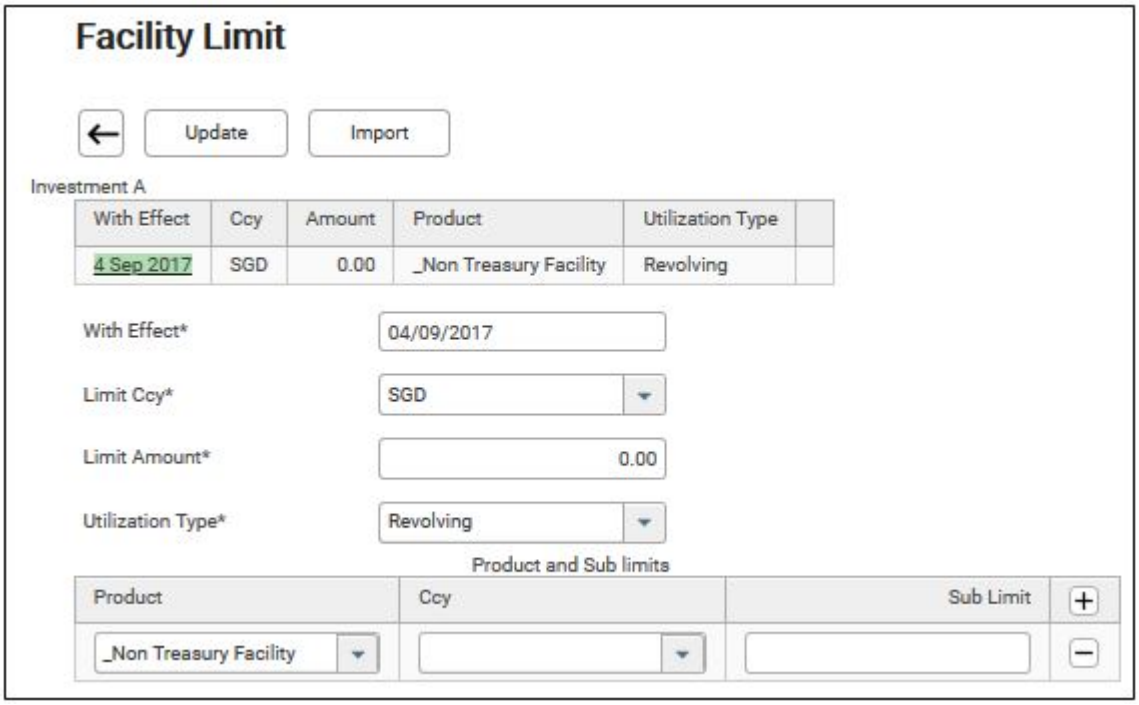


App?	Short Name	AcctCntr	Lend/borrow	Counterparty	Grant Date	MDate	Status
	CITI-SG-100M	TFS-SG	Borrow	CITI-SG	3 Feb 2016	31 Dec 2017	Open
	TFS - CITI-SG:FX	TFS-SG	Trading	CITI-SG	1 Jan 2010	31 Dec 2050	Open
	TFS - DBS-SG:FX	TFS-SG	Trading	DBS-SG	1 Jan 2010	31 Dec 2050	Open
	TFS - DBS-SG:FXSwap	TFS-SG	Trading	DBS-SG	1 Jan 2010	31 Dec 2050	Open
	TFS - DBS-SG:IRS	TFS-SG	Trading	DBS-SG	1 Jan 2008	31 Dec 2050	Open
	TFS - TGL Borrow	TFS-SG	Borrow	TGL-SG	1 Jan 2010	31 Dec 2050	Open
	TFS - TGL Lend	TFS-SG	Lend	TGL-SG	1 Jan 2010	31 Dec 2050	Open

3. Click any one of the facility short name. In this example, it will be Investment A.



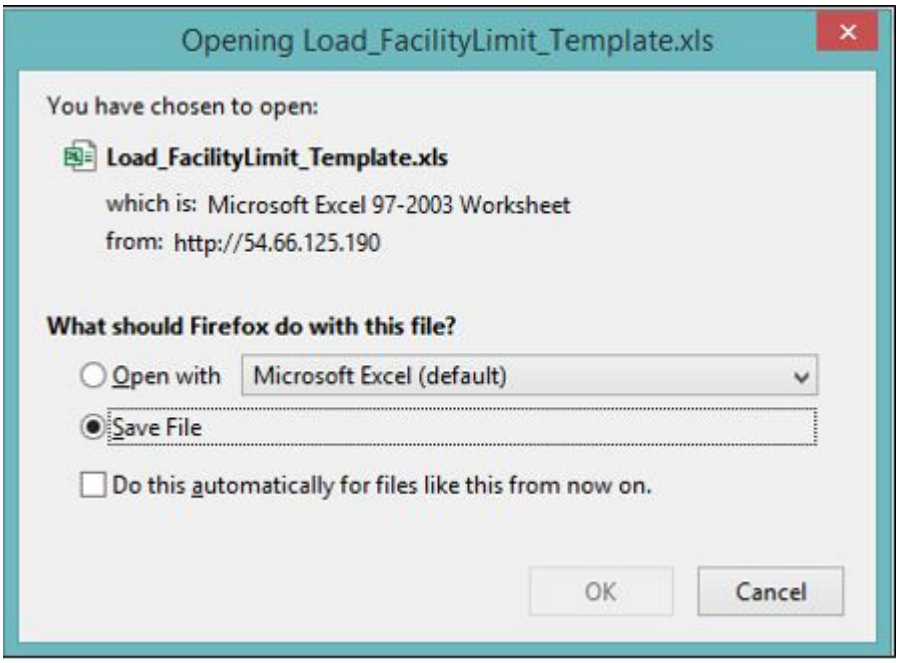
4. Click Limit. The screen below displays.



5. Click Import.

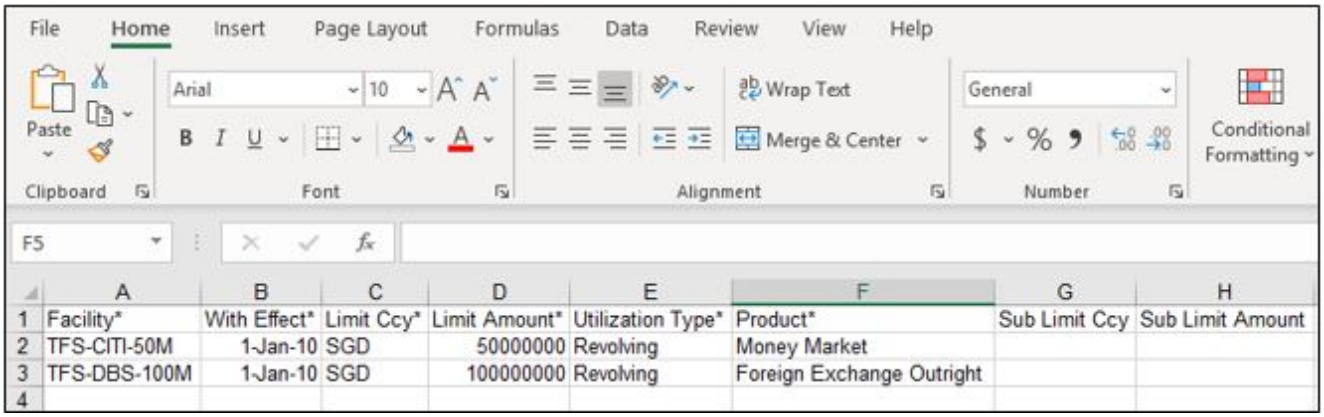


6. Click Template to download the CS Lucas template for importing facility limit.



7. Save the file and open. An Excel sheet will be opened.

8. Input values in the Excel sheet. Fields with asterisk (*) are mandatory. For more information on each field, see [how to create facility and limit]( ).

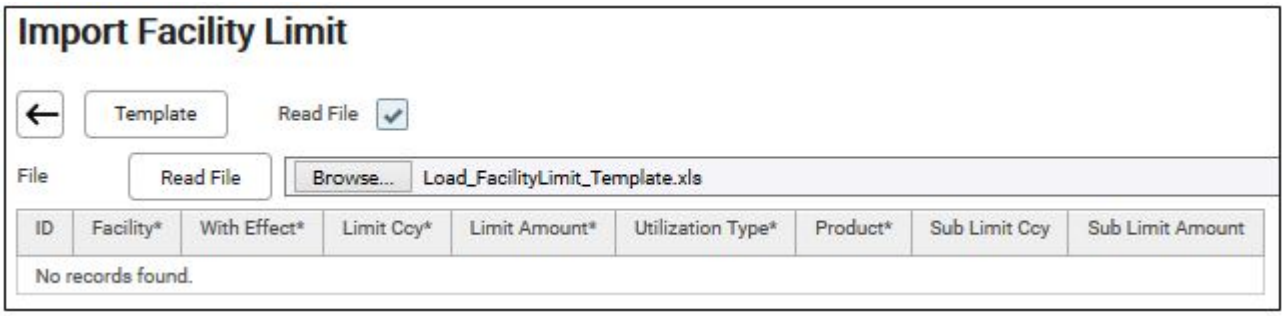


9. Save the file in the computer.

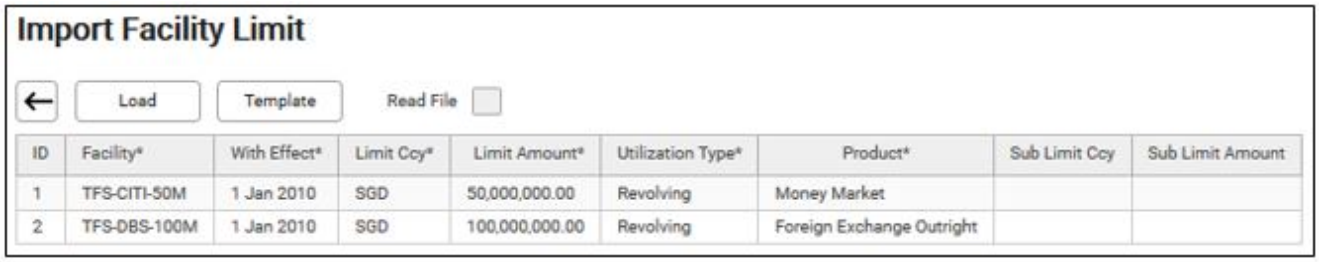
10. Go back to Import Facility Limit screen, tick on Read File.



11. Click Choose File. Look for the Excel sheet saved.



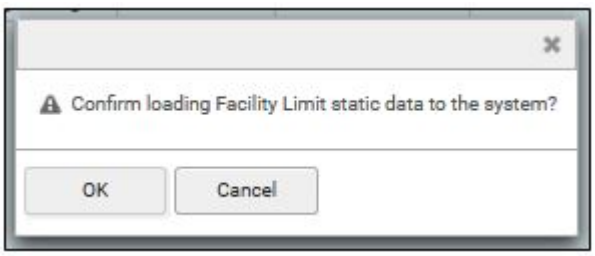
12. Click Read File. The values inputted in the Excel file will displays.



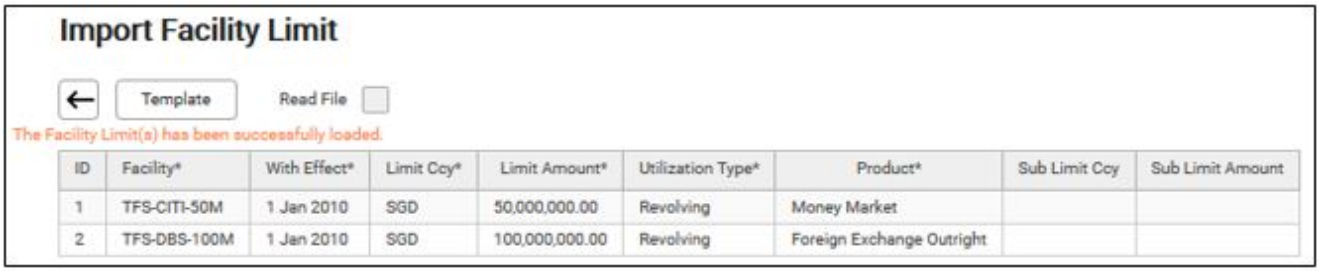
13. If there is an error, the user will be prompted with the rows to be corrected. To make corrections, go to the template to make the necessary corrections and click Read File again.

14. If there is no error, click Load.

15. When a pop up appears, click OK.



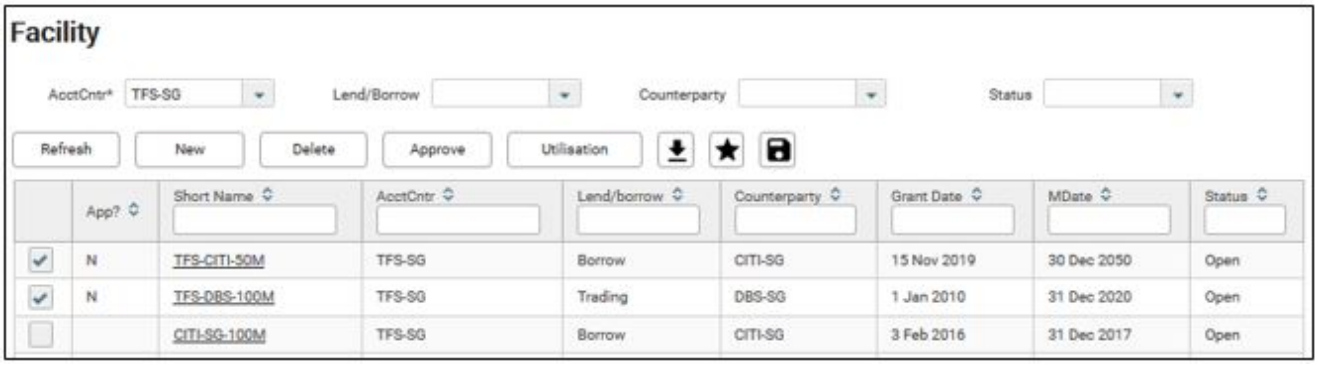
16. You will see the message below once successfully loaded.



ID	Facility*	With Effect*	Limit Ccy*	Limit Amount*	Utilization Type*	Product*	Sub Limit Ccy	Sub Limit Amount
1	TFS-CITI-50M	1 Jan 2010	SGD	50,000,000.00	Revolving	Money Market		
2	TFS-DBS-100M	1 Jan 2010	SGD	100,000,000.00	Revolving	Foreign Exchange Outright		

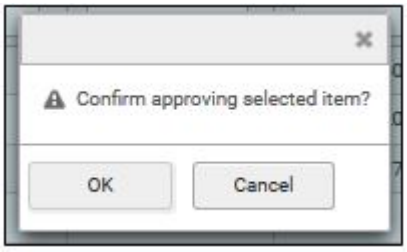
17. Click Back Button to return to Facility screen.

18. Approve the facilities by ticking the checkbox beside the facility short name.



	App?	Short Name	AcctCntr	Lend/borrow	Counterparty	Grant Date	MDate	Status
☑	N	TFS-CITI-50M	TFS-SG	Borrow	CITI-SG	15 Nov 2019	30 Dec 2050	Open
☑	N	TFS-DBS-100M	TFS-SG	Trading	DBS-SG	1 Jan 2010	31 Dec 2020	Open
☐		CITI-SG-100M	TFS-SG	Borrow	CITI-SG	3 Feb 2016	31 Dec 2017	Open

19. Click Approve. A popup appears to confirm, click OK.



FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

Import Facility

How to Create Facility and Limit

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created.
31-Aug-2017	Clarissa	Reformatted. Rewritten.
24-Aug-2018	Silpa	Updated step 1.
15-Nov-2019	Lyra	Updated Screenshots.