

# Money Market Fund (W5)

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## **PURPOSE**

This document is a step by step guide on how to create Money Market Fund (MMF) security, maintain MMF daily mil rates, buy/ redeem MMF and interest and reinvest MMF.

## **WHY IS THIS IMPORTANT?**

This allows to capture MMF investment trades in the system.

## **PROCEDURE**

### **A. Creating MMF security**



1. Click Set Up > Security.
2. Click New.
3. Select the Security Type as Money Market Fund. See below example. For more information on the explanation for each fields, see user guide for [security set up](#).

## New Security

←
Save
Import

Security Type\*

Money Market Fund ▼

Shortname\*

MMF C

Security Sub Type

Constant NAV ▼

Full Name\*

MMF C

Issuer

Price Type\*

Price ▼

Trade Ccy\*

GBP ▼

Holiday Ccy

GBP ▼

Settlement T+\*

0

Comments

4. When completed, click Save.
5. Approve the newly created security.

### **B. Maintaining MMF Daily Mil Rates**

1. MMF daily mil rate is maintained in Security Prices.
2. Go to Prices > Security Prices.
3. Click Add to maintain.
4. Input the Ticker short name, Date, Valuation price set to 1 and the Daily Mil Rate.

### New Security Price

Ticker*	MMF C
Date*	01/08/2011
Valuation*	1
Daily Mil Rate	0.000041362
Beta	
P/E Ratio	
Div Yield	
Pr/Book Ratio	
In Issue	
Write Off / Up (%)	

- Click Save when completed.
- Alternatively, you can use the import function to load the Daily Mil Rate.
- Click on Import.
- Click Template to download the import template.
- Fill out the template then saved.

	A	B	C	D	E	F	G	H	I
1	DATE*	TICKER*	VALUATION*	DAILY MIL RATE	BETA	P/E RATIO	DIV YIELD	PR/BOOK RATIO	IN ISSUE
2	01/09/11 Thu	MMF C	1	0.000041362					
3	02/09/11 Fri	MMF C	1	0.000041315					
4	03/09/11 Sat	MMF C	1	0.000041137					
5	04/09/11 Sun	MMF C	1	0.000041178					
6	05/09/11 Mon	MMF C	1	0.000041326					
7	06/09/11 Tue	MMF C	1	0.000041214					
8	07/09/11 Wed	MMF C	1	0.000041238					

- At the Import Security Prices screen, tick on Read File.
- Then, browse for the import template saved.

**Import Security Price**

← Template Read File ☒

File Read File Browse... LoadSecurityPrices\_Template\_MMFC.xls

ID	Date*	Ticker*	Valuation*	Daily Mil Rate	Beta	P/E Ratio	Div Yield	Pr/Book Ratio	In Issue	Write Off / Up (%)
No records found.										

12. Click Read File.

13. If there is no error, click Load to load into the system.

**Import Security Price**

← Load Template Read File ☐




ID	Date*	Ticker*	Valuation*	Daily Mil Rate	Beta	P/E Ratio	Div Yield	Pr/Book Ratio	In Issue	Write Off / Up (%)
1	1 Sep 2011	MMF C	1.000000	0.000041362						
2	2 Sep 2011	MMF C	1.000000	0.000041315						
3	3 Sep 2011	MMF C	1.000000	0.000041137						
4	4 Sep 2011	MMF C	1.000000	0.000041178						
5	5 Sep 2011	MMF C	1.000000	0.000041326						
6	6 Sep 2011	MMF C	1.000000	0.000041214						
7	7 Sep 2011	MMF C	1.000000	0.000041238						

14. To inquire the security prices, input the Ticker short name and set the From Date and To Date.

15. Click Refresh.

**Security Prices**

Ticker **MMF C** From Date\* 01/09/2011 To Date 07/09/2011

Refresh Add Save Admin   

Date ↕	Ticker ↕	Ccy ↕	Valuation	Daily Mil Rate	Beta	P/E Ratio
1 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041362		
2 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041315		
3 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041137		
4 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041178		
5 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041326		
6 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041214		
7 Sep 2011	<u>MMF C</u>	GBP	1.000000	0.000041238		

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## **C. Booking MMF (Buy or Redeem)**

1. Booking of MMF under Investment module is the same as booking of bond or equity investment except that price is 1. Go to Transaction > Fund Management > Investment.
2. Click New.
3. When portfolio, ticker short name and TDate are filled, TDate Holding will display. If this is the first trade, the field will show as blank.
4. In this example, we invest 10 mil on 9 Sep 2011.

### New Investment

[←](#) [Book](#) [Import](#) [Settle'm Bank](#) [Check Compliance](#)

Acct Cntr*	TFI-SG
Portfolio*	TACTICAL
Ticker*	MMF C
TDate*	09/09/2011
TDate Holding	
Buy/Sell*	Buy
Quantity*	10,000,000.000000
Redeem All	<input type="checkbox"/>
Ccy	GBP
Price*	1.000000 (09 Sep 2011)
Broker*	GS
Charges/Expenses	
Brokerage	0.00
CStamp	0.00
CFees	0.00
Others	0.00
GST	0.00
Gross Proceeds	10,000,000.00
Net Proceeds	10,000,000.00
VDate*	09/09/2011
Transaction Type	*
Our Dealer	csilucasadmin

5. Click Book when completed.

6. To redeem MMF, book a sell trade.

### New Investment

[←](#)

Book

Import

Settle'm Bank

[Check Compliance](#)

Acct Cntr\*

TFI-SG

Portfolio\*

TACTICAL

Ticker\*

MMF C

TDate\*

12/09/2011

TDate Holding

20,000,000.000000

Buy/Sell\*

Sell

Quantity\*

Redeem All

☐

Ccy

GBP

7. To redeem MMF fully and the interest, tick on the Redeem All checkbox.

8. When Redeem All is checked, the interest amount will be populated.

9. Quantity will also be populated based on TDate holding and the field is disabled.

### New Investment

←
Book
Import
Settle'm Bank
Check Compliance

Acct Cntr\* TFI-SG

Portfolio\* TACTICAL

Ticker\* MMF C

TDate\* 12/09/2011

TDate Holding 20,000,000.000000

Buy/Sell\* Sell

Quantity\* 20,000,000.000000

Redeem All ☒

Interest Amt 5,359.20

Ccy GBP

10. Once booking is done, you can see the MMF investment trade in the Investment screen.

11. Filter Acct Cntr, Portfolio and Ticker short name. Click Refresh.

Investment												
Acct Cntr* <span>TFI-SG</span>		Portfolio* <span>TACTICAL</span>		Ticker <span>MMF C</span>		TDate Fr <span>dd/mm/yyyy</span>		TDate To <span>dd/mm/yyyy</span>		Broker <span></span>		
<span>Refresh</span>		<span>New</span>		<span>Custody/Settlement</span>		<span>Delete</span>		<span>Confirm</span>		<span>Download</span> <span>Star</span> <span>Print</span>		
Flag	TradeID	Acct Cntr	Broker	Portfolio	Ticker	TDate	Buy/Sell	Quantity	Ccy	Net Proceeds	Tranx Cost	
<input type="checkbox"/>	<span>IVM100042.02</span>	TFI-SG	GS	TACTICAL	MMF C	2 Sep 2011	Buy	10,000,000.000000	GBP	10,000,000.00	0.00	
<input type="checkbox"/>	<span>IVM100043.01</span>	TFI-SG	GS	TACTICAL	MMF C	9 Sep 2011	Buy	10,000,000.000000	GBP	10,000,000.00	0.00	
<input type="checkbox"/>	<span>IVM100044.00</span>	TFI-SG	GS	TACTICAL	MMF C	12 Sep 2011	Sell	20,000,000.000000	GBP	20,000,000.00	0.00	

12. To view MMF Interest redeemed, go to Transaction > Fund Management > MMF Interest.

13. Filter for Acct Cntr, Portfolio and Ticker short name. Click Refresh.

14. Leave blank for Ticker short name will show all the tickers.

**MMF Interest Received**

Acct Cntr\* TFI-SG Portfolio\* TACTICAL Ticker MMF C VDate Fr dd/mm/yyyy VDate To dd/mm/yyyy

Refresh Maintain Delete Download Star Print

	Flag	Trade ID	Ticker	VDate	Position	Ccy	Interest Amt
<input type="checkbox"/>	<span>✓</span> <span>A</span>	MFT100002.00	MMF C	12 Sep 2011	20,000,000.000000	GBP	5,359.20

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## **D. Book redemption of MMF interest**

15. To receive MMF interest, click on Maintain.

16. The following screen display.

**Maintain MMF Interest**

←

Acct Cntr\* TFS-SG

End Date\* dd/mm/yyyy

Refresh Receive Re-invest

Portfolio	Ticker	Position	Ccy	Interest	Actual	Remarks
No records found.						

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17. Select the Acct Cntr.

18. Input the End Date that you wish to redeem the interest. This is the end date to determine the interest calculation.

19. Click Refresh.

20. System will show all the Money Market Fund position and interest accrued for all the portfolios of the selected acct cntr.



### Maintain MMF Interest

←

Acct Cntr\* TFI-SG

End Date\* 12/09/2011

Refresh Receive Re-invest

	Portfolio	Ticker	Position	Ccy	Interest	Actual	Remarks
	TACTICAL	MMF C	0.000000	GBP		5,359.20	Received in MFT100002.00/12 Sep 2011.
<input type="checkbox"/>	TACTICAL	MMF XY	10,000,000.000000	GBP	<u>2,679.59</u>	2,679.59	

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21. To view the detail analysis on how the interest accrual amount is computed, click on the Interest hyperlink.

22. The detail view on how the interest is accumulated will be shown as below.

### Maintain MMF Interest

←

Acct Cntr\* TFI-SG

End Date\* 12/09/2011

Refresh Receive Re-invest

	Portfolio	Ticker	Position	Ccy	Interest	Actual	Remarks
	TACTICAL	MMF C	0.000000	GBP		5,359.20	Received in MFT100002.00/12 Sep 2011.
<input type="checkbox"/>	TACTICAL	MMF XY	10,000,000.000000	GBP	<u>2,679.59</u>	2,679.59	

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Portfolio TACTICAL

Ticker MMF XY

Date	Position	Daily Mil Rate	Accrued Int	Total
2 Sep 2011	5,000,000.000000	0.000041315	206.57	206.57
3 Sep 2011	5,000,000.000000	0.000041137	205.68	412.25
4 Sep 2011	5,000,000.000000	0.000041178	205.89	618.14
5 Sep 2011	5,000,000.000000	0.000041326	206.63	824.77
6 Sep 2011	5,000,000.000000	0.000041214	206.07	1,030.84
7 Sep 2011	5,000,000.000000	0.000041238	206.19	1,237.03
8 Sep 2011	5,000,000.000000	0.000041362	206.81	1,443.84
9 Sep 2011	10,000,000.000000	0.000041145	411.45	1,855.29
10 Sep 2011	10,000,000.000000	0.000041216	412.16	2,267.45
11 Sep 2011	10,000,000.000000	0.000041214	412.14	2,679.59

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23. To redeem MMF interest on this screen, tick on the checkbox of the MMF and click Receive.

24. You will be asked to confirm whether to book the transaction. If the End Date selected is a good business day, system will book the transaction with VDate same as End Date. If the End Date selected is a non-good business day, system will book the transaction with VDate set to next good business day.

25. You will see the newly booked interest redemption trade in the MMF Interest Received screen.

The screenshot shows the 'MMF Interest Received' screen. At the top, there are dropdown menus for 'Acct Cntr\*' (TFI-SG), 'Portfolio\*' (TACTICAL), and 'Ticker'. There are also input fields for 'VDate Fr' and 'VDate To', both set to 'dd/mm/yyyy'. Below these are buttons for 'Refresh', 'Maintain', 'Delete', and icons for download, star, and print. The main part of the screen is a table with columns: Flag, Trade ID, Ticker, VDate, Position, Ccy, and Interest Armt. There are two rows of data, both with a green flag and a green arrow icon. The first row has Trade ID 'MFT100002.00', Ticker 'MMF C', VDate '12 Sep 2011', Position '20,000,000.000000', Ccy 'GBP', and Interest Armt '5,359.20'. The second row has Trade ID 'MFT100003.00', Ticker 'MMF XY', VDate '12 Sep 2011', Position '10,000,000.000000', Ccy 'GBP', and Interest Armt '2,679.59'. At the bottom, there are pagination controls showing '1' of '50' items.

Flag	Trade ID	Ticker	VDate	Position	Ccy	Interest Armt
✓	MFT100002.00	MMF C	12 Sep 2011	20,000,000.000000	GBP	5,359.20
✓	MFT100003.00	MMF XY	12 Sep 2011	10,000,000.000000	GBP	2,679.59

## **E. Book reinvestment of MMF interest**

26. To re-invest MMF interest, click Maintain.

27. Select the Acct Cntr and VDate. Click Refresh.

28. Tick on the checkbox of the MMF to reinvest interest and click Reinvest.

### Maintain MMF Interest

←

Acct Cntr\* TFI-SG

End Date\* 30/09/2011

Refresh Receive **Re-invest**

	Portfolio	Ticker	Position	Ccy	Interest	Actual	Remarks
<input type="checkbox"/>	TACTICAL	MMF C	0.000000	GBP	<u>0.00</u>	0.00	
<input checked="" type="checkbox"/>	TACTICAL	MMF JK	3,500,000.000000	GBP	<u>2,598.47</u>	2,598.47	
<input type="checkbox"/>	TACTICAL	MMF XY	11,750,000.000000	GBP	<u>8,723.83</u>	8,723.83	

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29. System will book a MMF interest received trade and an investment trade for reinvestment of MMF interest.

### MMF Interest Received

Acct Cntr\* TFI-SG Portfolio\* TACTICAL Ticker VDate Fr dd/mm/yyyy VDate To dd/mm/yyyy

Refresh Maintain Delete

	Flag	Trade ID	Ticker	VDate	Position	Ccy	Interest Amt
<input type="checkbox"/>	✓	MFT100002.00	MMF C	12 Sep 2011	20,000,000.000000	GBP	5,359.20
<input type="checkbox"/>	✓	MFT100003.00	MMF XY	12 Sep 2011	10,000,000.000000	GBP	2,679.59
<input type="checkbox"/>	✓	MFT100004.00	MMF JK	30 Sep 2011	2,598.470000	GBP	2,598.47

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### Investment

Acct Cntr\* TFI-SG Portfolio\* TACTICAL Ticker MMF JK TDate Fr dd/mm/yyyy TDate To dd/mm/yyyy Broker

Refresh New Custody/Settlement Delete Confirm

	Flag	TradeID	Acct Cntr	Broker	Portfolio	Ticker	TDate	Buy/Sell	Quantity	Ccy	Net Proceeds	Tranx Cost
<input type="checkbox"/>	✓	IVM100051.00	TFI-SG	GS	TACTICAL	MMF JK	19 Sep 2011	Buy	3,000,000.000000	GBP	3,000,000.00	0.00
<input type="checkbox"/>	✓	IVM100052.00	TFI-SG	GS	TACTICAL	MMF JK	22 Sep 2011	Buy	3,500,000.000000	GBP	3,500,000.00	0.00
<input type="checkbox"/>	✓	IVM100053.00	TFI-SG	GS	TACTICAL	MMF JK	26 Sep 2011	Buy	4,000,000.000000	GBP	4,000,000.00	0.00
<input type="checkbox"/>	✓	IVM100054.00	TFI-SG	GS	TACTICAL	MMF JK	28 Sep 2011	Sell	7,000,000.000000	GBP	7,000,000.00	0.00
<input type="checkbox"/>	✓	IVM100055.00	TFI-SG	GS	TACTICAL	MMF JK	30 Sep 2011	Buy	2,598.470000	GBP	2,598.47	0.00

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30. The investment trade booked from reinvestment of MMF from the MMF Interest screen cannot be amended or deleted in the Investment screen.

### Amend Investments

←
Settle'm Bank 
[Check Compliance](#)

This is a re-investment of a MMF interest and cannot be amended. Delete this from the related MMF interest transaction MFT100004.00.

Trade ID	IVM100055.00
Acct Cntr*	TFI-SG
Portfolio*	TACTICAL
Ticker*	MMF JK
TDate*	30/09/2011
TDate Holding	3,500,000.000000
Buy/Sell*	Buy
Quantity*	2,598.470000
Redeem All	<input type="checkbox"/>
Ccy	GBP
Price*	1.000000
Broker*	GS

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Charges/Expenses

Brokerage	0.00
CStamp	0.00
CFees	0.00
Others	0.00
GST	0.00
Gross Proceeds	2,598.47
Net Proceeds	2,598.47
VDate*	30/09/2011

31. If you need to amend or delete, please delete the related MMF interest trade in MMF Interest screen.

32. To delete the MMF interest trade in MMF Interest screen, tick on the check box and click Delete.

MMF Interest Received							
Acct Cntr* TFI-SG		Portfolio* TACTICAL		VDate Fr dd/mm/yyyy		VDate To dd/mm/yyyy	
Refresh		Maintain		Delete			
Flag	Trade ID	Ticker	VDate	Position	Ccy	Interest Amt	
<input type="checkbox"/>	MFT100002.00	MMF C	12 Sep 2011	20,000,000.000000	GBP	5,359.20	
<input type="checkbox"/>	MFT100003.00	MMF XY	12 Sep 2011	10,000,000.000000	GBP	2,679.59	
<input checked="" type="checkbox"/>	MFT100004.00	MMF JK	30 Sep 2011	2,598.470000	GBP	2,598.47	

## FREQUENTLY ASKED QUESTIONS

## **RELATED INFORMATION**

[Create and Amend Investment](#)

[Set Up Security](#)

[Maintain Security Prices](#)

## **CHANGE HISTORY**

Date	By	Changes
9-Nov-2016	TS	Created.
3-May-2017	TS	ID: 4_14_06_364 Enhancement to allow re-investment of MMF.
17-May-2018	Anuja	ID: 4_14_06_460 Enhancement on MMF Interest to move cash flow VDate to good business day when receive on a holiday.
17-Jan-2020	Lyra	Updated screenshots.