



# CLEARING AND SETTLEMENT

## User Manual

## About ICEX Clearing & Settlement

ICEX Clearing & Settlement system ensures fast and secure transaction processing for clearing and settlement. The system provides interface to member - broker for conducting day to day operations like, member search (This will display member's details submitted to exchange and total collateral available, margin limit, margin call, PAN details etc.), collateral search, collateral allocation to its trading member (Applicable incase of PCM/ITCM). Member can also create client, upload UCC, query for transactions like trade query, position query, and daily obligation report details.

## Getting started with ICEX clearing

1. Entering the URL for the ICEX clearing & Settlement system in the browser window will take the user to the login interface.
2. Enter the Username - The ID assigned to the user by ICEX.
3. Enter the Password - Enter the Password.
4. Click the Login Button - This will enable the user to successfully login to the system.



Welcome to Millennium Clearing. Provide your username and password to login to the system.

Username

Password

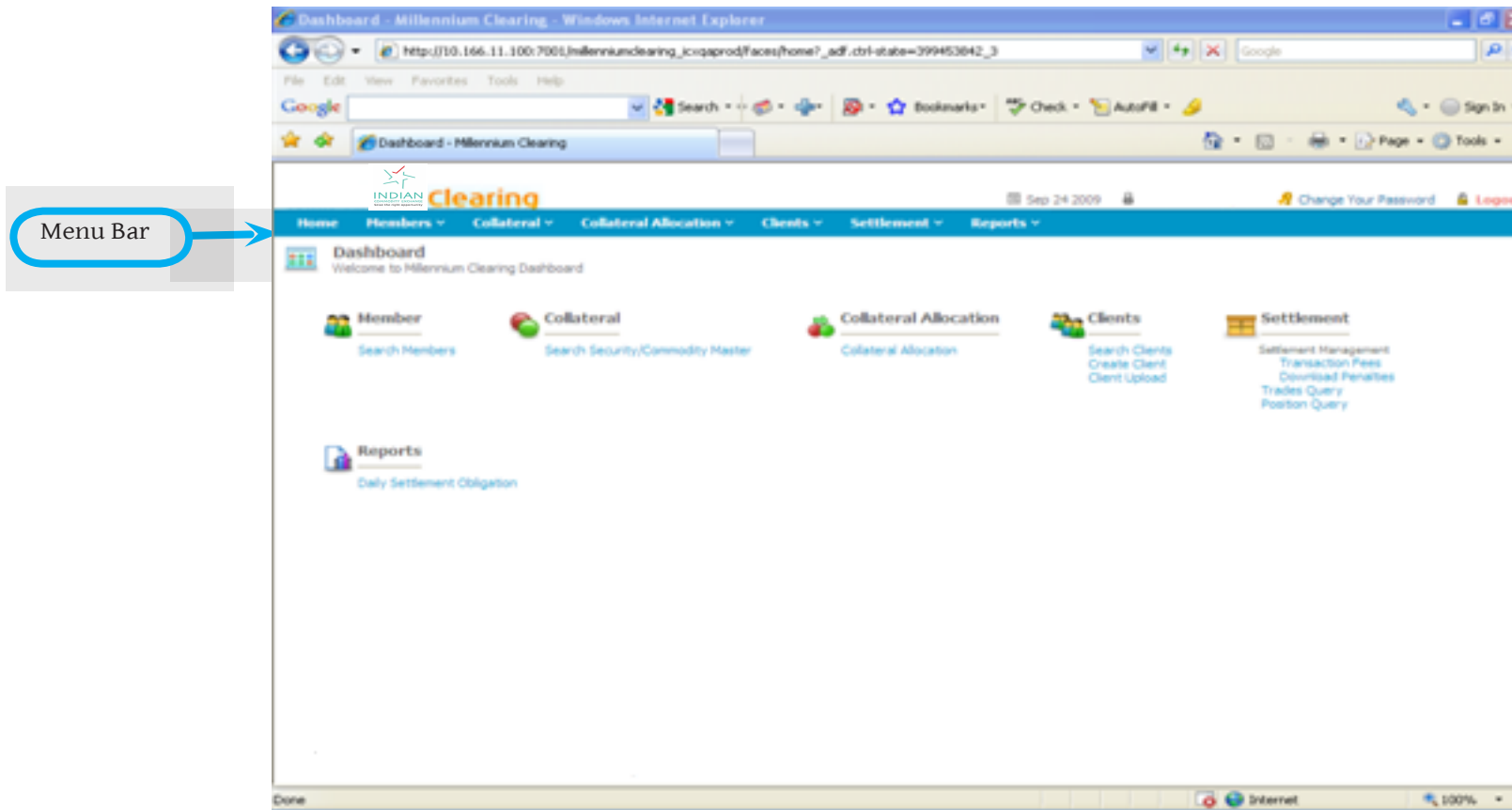
Login

Verifies the user input, and on successful validation of the Username & corresponding Password, grants access to the startup window.

Note: System supports windows xp (operating system) & version 7.0 & above.

## The Dashboard

After login, the user will be presented with the Exchange Clearing Dashboard. The Dashboard consists of a set of links which will direct the user to the functionality within the system.



# Member Search

The member search feature allows the user to search and view the member details.

Member search can be accessed out of the following ways:

1. Click the Search Members link on the Dashboard Or Search Members on the Menu bar



Search Members

The screenshot shows the Indian Clearing system interface. At the top, there is a navigation bar with options: Home, Members, Collateral, Clients, Settlement, Admin, Setup, User Management, and Reports. The date is Jul 29 2009, and the user is amila3 on icx19. There are links for Change Your Password and Logout.

Below the navigation bar, there is a "Member Details" section with a sub-header "Member Details" and a description "You can view your own details here." A callout box labeled "Search criteria" points to this section.

Below the "Member Details" section, there is a "Search Results" table. A callout box labeled "Search results" points to this table. The table has the following columns: Member Code, Short Name, FMC Code, Name, Clearing Member Code, Transfer To House Acc, Status, and Membership. The data row shows: SBL, SBL, TCM/CORP/SBL, SBL, SBL, Yes, APPROVED, TCM.

Below the "Search Results" table, there is an "Audit" section with a "Client Search" button. Below the "Audit" section, there is a "Client Search" table with columns: Address Type, Primary Contact, Alternate Contact, Address Line 1, Address Line 2, Address Line 3, and Country. The data row shows: DEFAULT, 1706, 1706, INDIA.

Search Function will reveal information about the members own details along with other details.

# COLLATERAL MANAGEMENT

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## Collateral

Collateral refers to the various deposits, guarantees and securities that are submitted by a clearing member as upfront margin with the clearing house.

Exchange defines the type of collateral eligible to be submitted as up-front margin,(Initial security deposit Additional base capital).

The following forms of collateral are currently accepted in the system:

### Accepted Types of Collateral

- Cash
- Bank Guarantee
- Fixed Deposit Receipts
- Securities & Commodities

## Search Security Master

Allows the user to search for and view commodities and securities allowed for use as collateral, and the margins and haircuts applicable to them.

To go to the Search Security Master interface do one of the following:

1. Click the Search Security Master link on the Dashboard
2. Select Collateral → Search Security Master on the menu bar

INDIAN Clearing

Aug 25 2009 amila3 on icx19 Change Your Password Logout

Home Members Collateral Clients Settlement Reports

Search Security/Commodity Master  
The Allowed Securities and Commodities for Collateral can be defined here.

Search Security/Commodity Master

Search Advanced Saved Search AllowedInstrumentCollateralVOCriteria

Match  All  Any

Security/Commodity class

Security/Commodity ID

Security/Commodity Name

Search Reset Save...

Collateral Master

Instrument Type	Security / Commodity ID	ISIN/ICIN	Security / Commodity Name	Security / Commodity class	Last Price	Last Price Update Date	Margin/ Haircut %	Maximum Percentage	Upper Value Limit
SECURITY	IBM		IBM	A	12.50	2/3/2009	10.00	.00	125,000.00
SECURITY	MICROSOFT		MICROSOFT	A	25.00	2/3/2009	8.00	.00	200,000.00


Margins/Haircuts

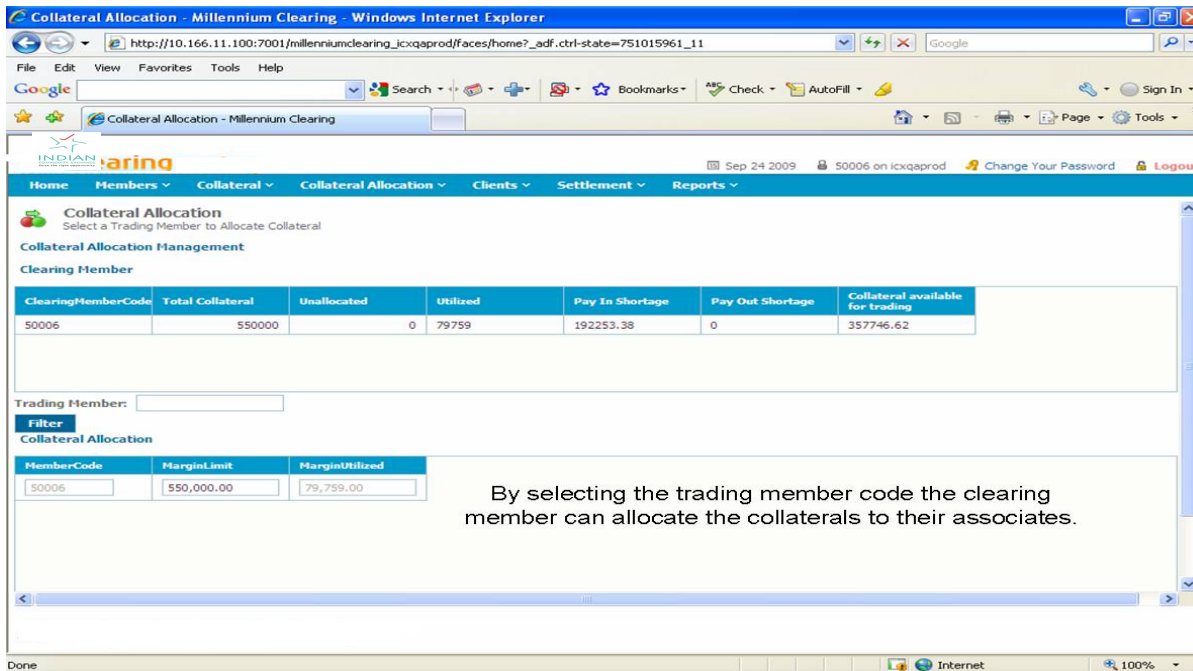
Minimum Value	Maximum Value	Margin/Haircut %
No rows yet.		

Search results

Search Criteria

## Allocating Collateral

1. Select a member to allocate collateral to by clicking the  icon and choosing the relevant member code.
2. Click on the appropriate tab to allocate collateral to the selected trading member.
3. Fill in the required fields.
4. Click Save to save the changes



Collateral Allocation Management

Clearing Member

ClearingMemberCode	Total Collateral	Unallocated	Utilized	Pay In Shortage	Pay Out Shortage	Collateral available for trading
50006	550000	0	79759	192253.38	0	357746.62

Trading Member:

Filter

Collateral Allocation

MemberCode	MarginLimit	MarginUtilized
50006	550,000.00	79,759.00

By selecting the trading member code the clearing member can allocate the collaterals to their associates.

Note:-

1. In case the member category is TCM, the total collateral deposited with Exchange will be automatically allocated to the TCM.
2. In case of PCM/ITCM the total collateral will be allocated to them & they will inturn allocate their trading member by using this screen.

## CLIENT Account Information

## To Create a Client

1. Enter client data in the appropriate fields.
2. Click the Add Record button under the Address tab. This will display fields for address details and make the other tabs accessible.
3. To clear all fields under a tab, click the Undo Record button.
4. If mandatory fields have been left blank at any stage, the user will be prompted to enter a value and cannot proceed until this is done.
5. Enter all required data, and click the Save button to save the client.
6. Click Create Client to create another new client.
7. Clicking Cancel clears all fields and reverts to the Dashboard.

The screenshot displays the 'Create Client' web application interface. The main form is titled 'Create Client' and includes a sub-section for 'Client Details'. The 'Client Details' section contains several mandatory fields (marked with a red asterisk): Client Reference, Title, Initials, Other Names, Surname, Date of Incorporation, Client Type, PAN, Gender, Country of Residence, Nationality, Remarks, and Date Agreement. A red circle '1' highlights the Client Reference field.

Below the Client Details section is the 'Address' tab, which is currently active. It features a table with columns for Address Type, Address Line 1, Address Line 2, Address Line 3, Postal Code, Town, State, and County. A red circle '2' highlights the 'Add Record' button. Below the table, there are buttons for 'Save', 'Create Client', and 'Cancel'. A red circle '3' highlights the 'Undo Record' button.

An error message dialog box is open on the right side of the screen, titled 'Error'. It contains the following messages:

- \* Client Reference You must enter a value.
- \* Surname You must enter a value.
- Client Type You must make at least one selection.

A red circle '4' highlights the error dialog box.

At the bottom of the page, there are three red circles labeled '5', '6', and '7', corresponding to the steps in the instructions.

The user needs to enter the relevant data in order to create a new client

### *Client Data*

<b>Client Details</b>	
Client Reference	A unique identifier for the client, unique across the system, (UCC)
PAN	The unique Permanent Account Number assigned to a client
<b>Address</b>	Address of the client
<b>Bank Accounts</b>	Details of bank the client maintains his account with
<b>Identification</b>	Identification details of the client
<b>Registration</b>	Registration details of client
<b>Depository</b>	Depository information pertaining to client
<b>Introducers</b>	Details related to introducer of client

# Client Search

The Client Search feature allows the user to search for a particular client and view the client details.

- To go to the client search interface do one of the following:
1. Click the Search Clients link on the Dashboard
  2. Select Clients → Search Clients on the menu bar



Search criteria

Search results

**Search Clients**  
You can search clients using this page

**Search Clients**  
You can search client using this page

**Search Clients**

Client Reference:

PAN:

Surname:

Other Names:

Client Type:

**Search**

**Search Results**

	Client Reference	PAN	Name	Client Type	Status
☐	1704.AAB	1704.AAB	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1704.AAC	1704.AAC	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1704.AAD	1704.AAD	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1704.AAE	1704.AAE	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	OWN	1705	1705, 1705	NORMAL CLIENT	DEALINGS ALLOWED
☐	1705.AAA	1705.AAA	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1705.AAB	1705.AAB	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1705.AAC	1705.AAC	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1705.AAD	1705.AAD	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	1705.AAE	1705.AAE	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
☐	OWN	1711	1711, 1711	NORMAL CLIENT	DEALINGS ALLOWED

**Address** | Bank Accounts | Identification | Registration | Depositories | Introducers

Address Type	Address Line 1	Address Line 2	Address Line 3	Postal Code	Town	County	CountryName
☐ DEFAULT	1704.AAB						INDIA

## Client Records

The user can perform any of the following actions on a selected member record:

- View Audit details

The screenshot displays a web interface for viewing client records. At the top, a 'Search Results' table lists client information. The first row is highlighted in green and includes a minus sign icon in the first column. Below this table, an 'Audit Detail' section is expanded, showing a list of changes made to the client. Callout boxes provide context: one points to the minus sign icon, another points to the expanded audit detail section, and a third points to the audit detail table itself.

Search Results

Member Code	Client Reference	PAN	Name	Client Type	Status
1704	1704.AAB	1704.AAB	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED

Other Detail

Audit Detail

Added By	Date Added	Change By	Date Changed	Status Changed By	Date Status Changed	Date Last Transaction	Date of Incorporation	Remarks	Nationality	Status Change Reason Code
amila	25/02/2009									

1704	1704.AAC	1704.AAC	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED
1704	1704.AAD	1704.AAD	SURNAME,	NORMAL CLIENT	DEALINGS ALLOWED

Opens Client Audit Details page

Expanding a client record will allow the user to view more details

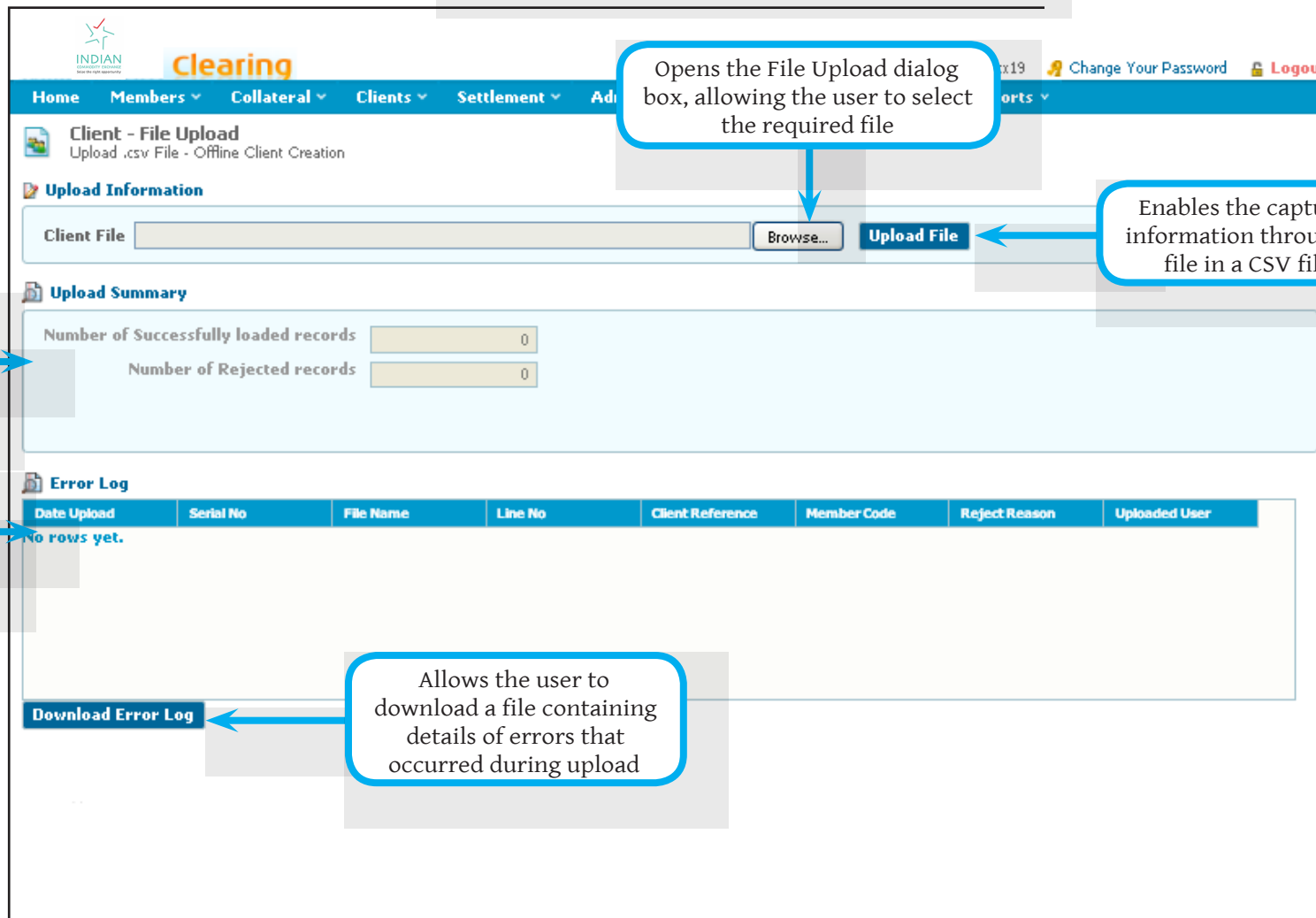
Audit Detail shows any changes made to the client .

# Client Upload

Enables the capture of client information through an upload file in a CSV file format. This will be generated by members backoffice system.

To go to the client upload interface do one of the following:

1. Click the Client Upload link on the Dashboard
2. Select Clients file → Upload Clients on the menu bar



The screenshot shows the 'Client - File Upload' page with the following sections and callouts:

- Client File:** A text input field with a 'Browse...' button and an 'Upload File' button. Callout: "Enables the capture of client information through an upload file in a CSV file format."
- Upload Information:** A section containing the 'Client File' input and 'Upload File' button.
- Upload Summary:** A section with two input fields: 'Number of Successfully loaded records' (value: 0) and 'Number of Rejected records' (value: 0). Callout: "Displays a summary of loaded/rejected records"
- Error Log:** A table with columns: Date Upload, Serial No, File Name, Line No, Client Reference, Member Code, Reject Reason, and Uploaded User. The table is currently empty, showing 'No rows yet.'. Callout: "Displays details of rejected records/errors."
- Download Error Log:** A button at the bottom left. Callout: "Allows the user to download a file containing details of errors that occurred during upload"

## SETTLEMENT MANAGEMENT

# Transaction Fees

To go to the transaction Fees interface do one of the following:

1. Click the Transaction fee Query link on the Dashboard
2. Select Settlement → Transaction Fees on the menu bar



The screenshot shows the 'Transaction Fees' page in the Indian Clearing system. The page title is 'Transaction Fees' and it includes a sub-header 'Transaction Fee Details for the current month can be queried here'. There are two main sections: 'Settlement Amount' and 'Fee Amounts'. The 'Settlement Amount' section shows a 'Total Settlement Amount' of 86,441,400. The 'Fee Amounts' section contains a table with the following data:

Fee Type	Description	Fee Amount
010	TRANSACTION FEE	953.45
020	CLEARING FEES	0
UF1	U_Trading Fee	0
UF2	U_Clearing Fee	0

At the bottom of the page, there is a 'Total Fee Amount' of 953.45 and an 'Export To excel' button. The interface includes a navigation menu with 'Settlement' and 'Reports' tabs, and a sub-menu for 'Transaction Fees'.

Allow user to check the Transaction fee details

Allow user to check the total fees accrued till date since the beginning of the month.

Allow the user to download the search results in a spreadsheet

# Trades Query

To go to the trades query interface do one of the following:

1. Click the Trades Query link on the Dashboard
2. Select Settlement → Trades Query on the menu bar



Search criteria

Search results

The screenshot shows the 'Trade Search' interface. At the top, there is a navigation bar with 'Home', 'Members', 'Collateral', 'Clients', 'Settlement', and 'Reports'. Below this is a 'Trade Search' section with a search form containing fields for 'Transaction No', 'Date Trade', and 'Symbol'. A 'Search' button and a 'Reset' button are located at the bottom right of the form. Below the search form is a 'Search Results' table with the following data:

Transaction No	Symbol	Date Trade	Price	Quantity	Trade Time
4030	ALUMINIUMJAN11	07/08/2009	58.00	300	04/08/2009 01:17:54
4029	ALUMINIUMJAN1	07/08/2009	58.00	300	04/08/2009 12:...
4028	ALUMINIUMJAN11	07/08/2009	58.00	200	04/08/2009 12:55:56
4027	OM_JAN01	06/08/2009	10.00	100	03/08/2009 07:49:18
4026	SILVJAN10	06/08/2009	24.00	500	03/08/2009 07:48:48
4025	SILVJAN10	06/08/2009	23.75	900	03/08/2009 07:48:43
4024	RICEJAN10	06/08/2009	23.50	800	03/08/2009 07:48:43
4023	GOLDMAR10	06/08/2009	23.25	400	03/08/2009 07:48:38

Below the search results table is a 'Trade Details' section with a table containing the following data:

BuySell	BrokerCode	MemberCode	MemberClientReferen	Name	OrderId	BrokerRef	ClearingMemberCode
BUY	1706	1706	BBB		010836Sh_2		1706

A 'Trade download' button is located at the bottom right of the search results table.

Allows the user to download the search results in a spreadsheet.

For more details on conducting a search, refer the section titled [Search Function](#) in the General Functionality section.

# Position Query

To go to the position query interface do one of the following:

1. Click the Position Query link on the Dashboard
2. Select Settlement → Position Query on the menu bar

**Settlement**

- Settlement Management
- Transaction Fees
- Trades Query
- Position Query

Search criteria

Search results

**Client Positions**  
You can view position information of clients using this page.

By Client Reference | By PAN

Search Client Positions By Client Ref

Search

Unique Client Code

Search Reset

**Clients**

Unique Client Code	Name	Last Trx	Status
45863	Alankit Imaginatons Li		REGISTERED
12500	Mr Mantri, Ramesh Kumar		REGISTERED
1004.AAA	SURNAME,		REGISTERED
1004.BBB	SURNAME,		REGISTERED
1006.AAA	SURNAME,		REGISTERED
OWN	2001, 2001	3/2/2009	REGISTERED
OWN	1708, 1708		REGISTERED
OWN	1727, 1727		REGISTERED

**Balances**

Instrument	Contract Description	Open Position B/F	Day Open Position	Net position	Average Price	Open position B/F value	MTM Gain/Loss
No rows yet.							

Export to Excel

Allows the user to download the search results in a spreadsheet.

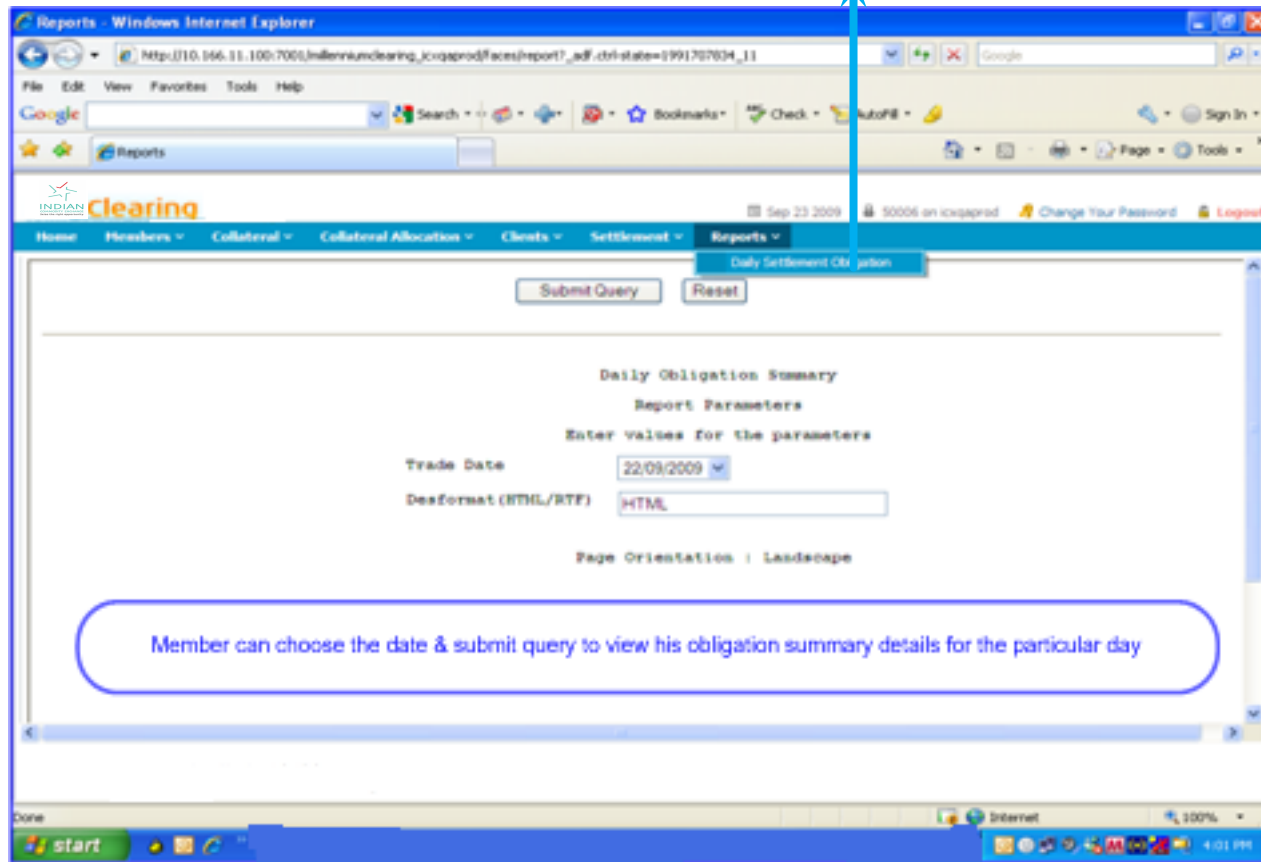
For more details on conducting a search, refer the section titled [Search Function](#) in the General Functionality section.

## REPORTS

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# Obligation Report

To go to the daily settlement obligation interface do one of the following:  
Click the Report Query link on the Dashboard



Obligation report contains the daily obligation summary open positions and margin details e.g.

- Obligation report contains the daily obligation summary, open positions and margin details e.g.
- Total Collateral submitted by the member (Actual Deposit) & Amount after Haircut. (After due consideration of hair cut %.)
- MTM Profit/Loss for the day
- The Total margin incurred by a member for a given day
- Total spread margin benefit
- Final margin. (Total margin for the day - Total spread margin benefit)
- Amount payable/receivable to/by member

## FTP FILES

## ***FTP FILES***

Member can access the following files through the FTP link provided by Exchange

- Bank File
- Position File
- Margin File
- Trade File
- Market Statistics
- Open Interest
- Contract Master

Login to the FTP link ---- Report Collection ---- Member folder ---- Date (Member can choose the file date wise) ---- Day.