# HKEX 香港交易所

# **Client Portal**

#### July 2018

The Next Generation Post Trade Programme, or NextGen, goes beyond simply modernising our platforms – it will prepare HKEX and strengthen its competitive advantages amid a rapidly changing business, technology and regulatory environment. In particular, HKEX is focused on ensuring that our platform is able to best serve the existing and future needs of market participants and investors. The introduction of the Client Portal is one of the major deliverables in the initial phase.

## **OVERVIEW**

The Client Portal aims to provide a single platform to unify all client access to HKEX services. Its primary objectives are:

- To enhance the HKEX service offering by digitizing the majority of paper-based services
- To simplify and enhance operational efficiency
- To prepare for future integration with other NextGen applications

## **KEY FEATURES**

The Client Portal provides access to Participants services through a secured web-based user interface. The key features include:

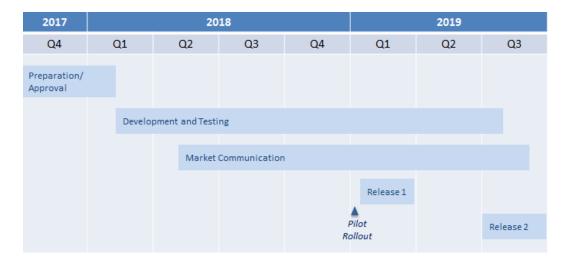
- 2-factor authentication (2<sup>nd</sup> password via email or mobile app)
- Accessible from PC/tablet/mobile
- Agile user account structure to support multiple memberships
- Customized service access based on the user access right
- Access to e-Services which will replace current paper/fax based operations
- Built-in intelligence to auto-fill and validate the e-Service input
- Built-in workflow for maker-checker control
- Email/on-screen notifications of outstanding tasks
- Dashboard to show the outstanding and historical tasks with search and filter functions
- Electronic enrolment for seminars and events
- Centralized technical document download area

### **KEY BENEFITS**

- Access to the Service from anywhere at anytime
- Single front-end with modern and secured accessibility
- User-friendly dashboard to keep track of service request status
- No more physical signatures and company chops
- No more completion and scanning of physical forms
- Full audit trail of the service request process

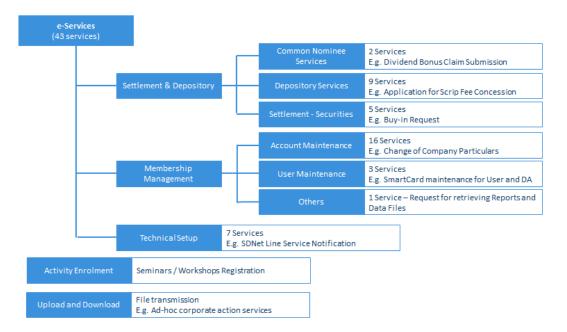
## SCHEDULE

The Client Portal for post-trade related e-Services will be launched in Q1-2019 with additional functionality provided in Q3-2019. A numbers of participants will be invited to join the pilot rollout of Release 1 in Q4 2018. High-level schedule of two Releases is presented below:



## **E-SERVICE COVERAGE**

The initial e-Services coverage will focus on approximately 45 manual activities focusing on Settlement & Depository activities, Membership Management, Technical Setup and participation in events. Certain existing manual forms will be consolidated into a single e-Service to facilitate multiple instructions/applications through one submission.



## DETAILS OF THE TENTATIVE E-SERVICES

# Further information will be provided on the e-Services implemented in each release.

| Category          | Clearing<br>House | #  | Type of e-Service  | Existing forms  |
|-------------------|-------------------|----|--|---|
| Settlement        | HKSCC             | 1  | Application to HKSCC for Exemption of Buy-in   | Application Form for Exemption of Buy-in  |
| and<br>Depository |                   |    |  | Application Form for Exemption of Buy-in (China Connect Securities)   |
|                   |                   | 2  | Early Buy-in Request to HKSCC  | Early Buy-in Request Form   |
|                   |                   | 3  | Request for Special Buy-In   | Buy-in Reporting Slip   |
|                   |                   |    |  | Request Letter for Exemption of Special Buy-in  |
|                   |                   | 4  | Buy-in Request to HKSCC for CCASS<br>Isolated Trades only  | Buy-in Request Form (for CCASS Isolated Trades only)  |
|                   |                   |    |  | Withdrawal of Buy-in Request Form (for CCASS Isolated Trades only)  |
|                   |                   | 5  | Authorization to HKSCC from the<br>short clearing participant for<br>debiting their stock entitlement<br>account | Authorization Letter from the short clearing participant for debiting their stock entitlement account   |
|                   |                   | 6  | Dividend Bonus Claim Submission to<br>HKSCC  | Dividend/Bonus Claim Letter   |
|                   |                   | 7  | Corporate Communication Request to HKSCC   | Corporate Communications Mailing Address Label Data File transmitted from HKSCC to share registrars   |
|                   |                   | 8  | Application to HKSCC for<br>Withdrawal Fee Concession  | Application for Withdrawal Fee Concession (Condition 1) -<br>Sample Application Letters   |
|                   |                   |    |  | Application for Withdrawal Fee Concession (Condition 2) -<br>Sample Application Letters   |
|                   |                   | 9  | Application to HKSCC for Scrip Fee<br>Concession   | Application for Scrip Fee Concession - Sample Application<br>Letter from Transferee   |
|                   |                   |    |  | Application for Scrip Fee Concession - Sample Application<br>Letter from Transferor   |
|                   |                   |    |  | Application for Scrip Fee Concession - Sample Application<br>Letter from Client   |
|                   |                   | 10 | Transfer Instruction (CMU) to HKSCC  | Transfer Instruction Form - Exchange Fund Notes,<br>Government Bonds, Specified Instruments or CMU<br>Instruments - Receive "Delivery Versus Payment" Instruction |
|                   |                   |    |  | Transfer Instruction Form - Exchange Fund Notes,<br>Government Bonds, Specified Instruments or CMU<br>Instruments - Receive "Free of Payment" Instruction         |
|                   |                   |    |  | Transfer Instruction Form - Exchange Fund Notes,<br>Government Bonds, Specified Instruments or CMU<br>Instruments - Deliver "Delivery Versus Payment" Instruction |
|                   |                   |    |  | Transfer Instruction Form - Exchange Fund Notes,<br>Government Bonds, Specified Instruments or CMU<br>Instruments - Deliver "Free of Payment" Instruction         |

| Category                                 | Clearing<br>House | #  | Type of e-Service   | Existing forms   |
|--|-------------------|----|---|--|
| Settlement and<br>Depository<br>(cont'd) | HKSCC             | 10 | Transfer Instruction (CMU) to HKSCC   | Transfer Instruction Cancellation Form - Exchange<br>Fund Notes, Government Bonds, Specified<br>Instruments or CMU Instruments - Cancel Receive<br>"Delivery Versus Payment" Instruction |
|  |                   |    |   | Transfer Instruction Cancellation Form - Exchange<br>Fund Notes, Government Bonds, Specified<br>Instruments or CMU Instruments - Cancel Receive<br>"Free of Payment" Instruction         |
|  |                   | 11 | Foreign Securities Withdrawal Instruction to HKSCC  | Foreign Securities Withdrawal Form   |
|  |                   | 12 | Cross-border Transfer Instruction<br>(Foreign Securities) to HKSCC  | Cross-border Transfer Instruction Form: Foreign<br>Securities - "Deliver Free of Payment" Instruction  |
|  |                   |    |   | Cross-border Transfer Instruction Form: Foreign<br>Securities - "Receive Free of Payment" Instruction  |
|  |                   |    |   | Cross-border Transfer Instruction Form: Foreign<br>Securities - Cancel "Receive Free of Payment"<br>Instruction  |
|  |                   | 13 | Transfer Instruction to HKSCC (for delisted stock)  | Per written application  |
|  |                   | 14 | ETP Book-entry Deposit Request to<br>HKSCC/HKCAS (for PD/PD Agent);   | Book-entry Deposit and Credit Authorisation Form   |
|  |                   |    | ETP Unit/Share Creation Confirmation to<br>HKSCC/HKCAS (for Registrar)  | Unit Creation Confirmation Letter  |
|  |                   | 15 | ETP Book-entry Withdrawal Request to HKSCC/HKCAS (for PD/PD Agent)  | Book-entry Withdrawal and Debit Authorisation<br>Form  |
|  |                   |    |   | Debit Confirmation Form and Cancellation of Units<br>Instruction Letter  |
|  |                   | 16 | ETP Daily Reconciliation to HKSCC/HKCAS (with share registrar)  | ETP - Letter of Daily Reconciliation (with share registrar)  |
| Membership<br>Management                 | HKSCC             | 17 | Stock Account Mapping Maintenance to<br>HKSCC for the Use of Shanghai and<br>Shenzhen Stock Connect   | Stock Account Mapping Maintenance Form for the Use of Shanghai and Shenzhen Stock Connect  |
|  |                   | 18 | Special Segregated Account and<br>Designated Executing Broker<br>Maintenance Request to HKSCC   | Special Segregated Account and Designated<br>Executing Broker Maintenance Form   |
|  |                   | 19 | Change of Company Name  | Change of Company Name Form  |
|  |                   | 20 | Stock Segregated Account - Without<br>Statement Maintenance Request to<br>HKSCC   | Stock Segregated Account Maintenance Form -<br>Without Statement   |
|  |                   | 21 | Standing Instruction to HKSCC for<br>Settlement of Intra-day Marks, Intra-day<br>Margin and Intra-day Mainland<br>Settlement Deposit by CPI | Standing Instruction for Settlement of Intra-day<br>Marks, Intra-day Margin and Intra-day Mainland<br>Settlement Deposit by CHATS Payment Instruction<br>(CPI)                           |

| Category                             | Clearing<br>House        | #  | Type of e-Service  | Existing forms  |
|--------------------------------------|--------------------------|----|--|---|
| Membership<br>Management<br>(cont'd) | HKCC/                    | 22 | DCASS Account Maintenance Request to<br>HKCC/SEOCH   | DCASS Account Maintenance Form (HKCC)   |
|                                      | SEOCH                    |    |  | Maintenance of OBEP Individual Client Account<br>Form   |
|                                      |                          | 23 | DCASS User Account Maintenance<br>Request to HKCC/SEOCH  | DCASS User Account Maintenance Form   |
|                                      |                          |    |  | Application Form for DCASS/CCMS Terminal  |
|                                      |                          | 24 | Selected Currency Designation Request to HKCC/SEOCH  | Selected Currency Designation Form  |
|                                      |                          | 25 | CCMS Collateral Account Designation for<br>Marks, Margin and Concentration<br>Collateral Collection by SEOCH     | CCMS Collateral Account Designation Form for<br>Marks, Margin and Concentration Collateral<br>Collection by SEOCH     |
|                                      |                          | 26 | Notification to HKCC of Execution of physical Delivery Agent Agreement   | Notification of Execution of Physical Delivery Agent<br>for Physically Settled Metal Futures Contract -<br>HKCC       |
|                                      |                          | 27 | Depository Account Notice to HKCC  | Depository Account Maintenance Notice for<br>Physically Settled Metal Futures Contract - HKCC                         |
|                                      |                          | 28 | Notification to HKCC of Termination of<br>Physical Delivery Agent Agreement                                      | Notification of Termination of Physical Delivery<br>Agent for Physically Settled Metal Futures Contract<br>- HKCC     |
|                                      | SEHK/<br>HKSCC           | 29 | CCEP/CCCP Application for the Use of<br>Shanghai-Hong Kong Stock Connect and<br>Shenzhen-Hong Kong Stock Connect | Registration for the Use of Shanghai-Hong Kong<br>Stock Connect and Shenzhen-Hong Kong Stock<br>Connect               |
|                                      |                          |    |  | Confirmation of Readiness for the Use of Shanghai-<br>Hong Kong Stock Connect and Shenzhen-Hong<br>Kong Stock Connect |
|                                      |                          |    |  | Undertaking for the Use of Shanghai-Hong Kong<br>Stock Connect  |
|                                      |                          |    |  | Undertaking for the Use of Shenzhen-Hong Kong<br>Stock Connect  |
|                                      | HKSCC/<br>HKCC/<br>SEOCH | 30 | Change of Authorised Signatories   | Change of Authorised Signatories Form   |
|                                      |                          | 31 | Update Bank Account  | Additional/Change of HKD Designated Bank<br>Account Form  |
|                                      |                          |    |  | Change of USD Designated Bank Account Form  |
|                                      |                          |    |  | Change of RMB Designated Bank Account Form  |
|                                      |                          |    |  | Setup of USD Designated Bank Account Form   |
|                                      |                          |    |  | Setup of RMB Designated Bank Account Form   |
|                                      |                          |    |  | Change of Designated/Settlement Bank Account Form   |
|                                      |                          | 32 | Change of Company Particulars and<br>Contact Persons   | Change of Account Information Form  |
|                                      |                          |    |  | Change of CCMS/DCASS Contact Persons Form   |
|                                      |                          | 33 | Smartcard Maintenance for User and DA  | User Profile for Delegated Administrator (DA)   |
|                                      |                          |    |  | Smartcard Request Form for CCASS/CCMS User  |
|                                      |                          |    |  | Report Loss of Smartcard  |

| Category                             | Clearing<br>House        | #  | Type of e-Service   | Existing forms  |
|--------------------------------------|--------------------------|----|---|---|
| Membership<br>Management<br>(cont'd) | HKSCC/<br>HKCC/<br>SEOCH | 34 | Smartcard Maintenance for user (PG or Special Request)  | Smartcard User Profile List   |
|                                      |                          | 35 | Order Smartcard Reader(s)   | Order Form for Smartcard Reader(s)  |
|                                      |                          | 36 | Request for Retrieving<br>CCASS/CCMS/DCASS Reports and Data<br>Files                                  | Report Reprint Request Form   |
|                                      |                          |    |   | Request for Retrieving DCASS/CCMS Reports and Data Files Form   |
| Technical setup                      | HKCC/<br>SEOCH           | 37 | DCASS/OAPI Connectivity Test<br>Confirmation Request to HKCC/SEOCH                                    | DCASS Server and/or DCASS OAPI Connectivity Test<br>Confirmation  |
|                                      |                          | 38 | DCASS OAPI Certification Test<br>Application/Confirmation Request to<br>HKCC/SEOCH                    | DCASS OAPI Certification Test<br>Application/Confirmation Form  |
|                                      |                          | 39 | DCASS OAPI Program Readiness<br>Declaration Request to HKCC/SEOCH                                     | DCASS OAPI Program Readiness Declaration Form   |
|                                      |                          | 40 | Request to HKCC/SEOCH for accessing<br>DCASS OAPI Testing Environment                                 | Request Form for accessing DCASS OAPI Testing<br>Environment  |
|                                      |                          | 41 | DCASS Production/Testing Line<br>Application and/or Change of<br>Bandwidth Notification to HKCC/SEOCH | DCASS Central/Network Gateway/Testing Line<br>Application and/or Change of SDNet Bandwidth<br>Notification Form |
|                                      | HKSCC/<br>HKCC/<br>SEOCH | 42 | CCASS/CCMS SDNet Line Service<br>Notification   | CCASS/CCMS SDNet Line Service Notification Form<br>for HKSCC/HKCC/SEOCH Participants/HKSCC<br>Designated Banks  |
|                                      | HKSCC                    | 43 | PG Acquisition Confirmation Reply to<br>HKSCC   | PG Acquisition Confirmation Reply and Explanatory Notes   |

#### FOR MORE INFORMATION:

Website: http://www.hkex.com.hk/Services/Next-Generation-Post-Trade-Programme/

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