



香港交易所

**Renminbi (RMB) Equity
Trading Support Facility (TSF)
Clearing Practice Session (CPS)**

CCASS Participant Information Package

Issue Date: July 2012

Table of Contents

1.	INTRODUCTION	1
2.	OBJECTIVE AND SCOPE	2
2.1	OBJECTIVE	2
2.2	SCOPE	2
3	IMPORTANT NOTES TO CCASS PARTICIPANTS	4
4	SCHEDULE AND ARRANGEMENT	5
4.1	OVERVIEW	5
4.2	SCHEDULE AND TIMETABLE	5
4.3	USER PROFILE SETTING & LOGON PASSWORD	8
4.4	PRACTICE SESSION ENVIRONMENT	9
4.5	TRANSACTIONS TO BE EXECUTED	9
4.6	REPORT DOWNLOAD	9
4.7	PRIOR CPS ARRANGEMENT	10
4.8	IMPORTANT REMINDER FOR POST CPS ARRANGEMENT	10
5	CONTINGENCY ARRANGEMENTS	11
5.1	CANCELLATION OF THE TPS ON 28 JULY 2012	11
5.2	TYPHOON ARRANGEMENT	11
5.3	RAINSTORM ARRANGEMENT	11
6	COMMUNICATION CHANNELS	11
7	HELP DESK	11
	APPENDIX A: CHECKLIST FOR THE CPS	12
	APPENDIX B1: DATA SETUP FOR THE CPS	14
	APPENDIX B2: SUGGESTED EXECUTIONS FOR CPS	17
	APPENDIX B3: USER GROUPS FOR CCASS FUNCTIONS	18
	APPENDIX B4: SUGGESTED REPORTS / DATA FILES VERIFICATION DURING THE CPS	19
	APPENDIX C : PROCEDURES TO CHANGE THE PRE-DEFINED “REPORT DIRECTORY” FOR DOWNLOAD OF TESTING CCASS REPORTS AND DATE FILES VIA “REPORT PROFILE MAINTENANCE” FUNCTION	22
	APPENDIX D: SPECIAL AUTHORISATION FORM	25

1. Introduction

The Renminbi (RMB) Equity Trading Support Facility (TSF) was launched on 24 October 2011 to support the trading of RMB equities in the secondary market. To facilitate the market development of RMB products, Hong Kong Exchange and Clearing Limited (HKEx) plans to extend the product type coverage of the TSF in early August 2012.

HKEx has organised a two-day practice session on trading, clearing and settlement of transactions using the TSF (TSF Practice Session) in July 2012 for Exchange Participants (EPs) and CCASS Participants (i.e. Custodians and Clearing Participants) to practise their TSF operations in an end-to-end manner. The TSF Practice Session serves two purposes which allow i) EPs and CCASS Participants who have registered as TSF Participants to refresh the knowledge of their internal operations and procedures before the launch of additional product types with TSF support; and ii) EPs and CCASS Participants who have not registered as TSF Participants and are now interested in becoming TSF Participants to verify their readiness to process TSF transactions in preparation for registration as TSF Participants.

The first day on Saturday, 28 July 2012 allows EPs to practise secondary market trading using the TSF (referred to as 'Trading Practice Session' or TPS). The second day on Sunday, 29 July 2012 allows CCASS Participants to practise clearing and settlement with TSF support in CCASS (referred to as 'Clearing Practice Session' or CPS). Trades, which are executed during the TPS, will be sent to CCASS for clearing on 28 July 2012 (Saturday), while settlement will take place during the CPS.

Furthermore, to simulate the TSF suspension scenarios, CCASS will re-generate a set of CCASS reports based on the test data executed during TPS. On Monday, 30 July 2012, HKEx will distribute the set of re-generated CCASS reports to CCASS Participants (via email), to allow CCASS Participants to validate their operational procedures during the extreme rare TSF suspension scenarios.

General Clearing Participants who are not EPs can arrange with their Non-Clearing Participant clients to participate in the TPS. In addition, CCASS Participants can make use of the pre-set TSF FX positions and TSF stock positions to practise their TSF operations.

This Information Package is designed to assist CCASS Participants in planning and preparing for the CPS. CCASS Participants should read this Information Package carefully and make necessary preparation before conducting the CPS. A copy of this document should also be passed to their IT support or system vendor to ensure the availability of proper technical support before and during the CPS.

2. Objective and Scope

2.1 Objective

The CPS provides an opportunity for CCASS Participants to conduct an end-to-end examination from their back office system (BOS) and internal operational processes to the CCASS interface to practise their TSF operations and procedures to clear and settle transactions with TSF support.

2.2 Scope

The Practice Session will consist of two parts:

- Part A simulates the situation when the TSF is under normal operations; while
- Part B simulates the cases when the FX Services of the TSF are suspended intra-day under extreme situation. There are two scenarios: (i) one for simulating the suspension of TSF Buy FX Orders / TSF Buy FX Transactions only; and (ii) the other is for simulating the suspension of TSF Sell FX Orders / TSF Sell FX Transactions only.

Note: For CCASS Participants who are not registered as TSF Participants, they are required to complete both parts of the TSF Practice Session to verify their readiness to process TSF trades.

Part A : Normal Operations

CCASS online session will be provided during the CPS for CCASS Participants to:

- perform clearing and settlement activities of exchange trades and/or transactions with TSF support;
- perform various CCASS online functions (including Stock Release Request and Multi-counter Transfer Instructions (MCTI) Maintenance);
- download and verify various CCASS reports/data files with transactions in relation to TSF; and
- upload various CCASS batch transfer files with transactions in relation to TSF shares, where applicable.

Part B: TSF Suspension (with two sets of CCASS reports to be re-generated and available on Monday, 30 July 2012)

Under extreme situation, TSF might need to temporarily suspend its FX Services. TSF will not provide FX Services for trades matched after the suspension.

To simulate the TSF suspension, Participants are recommended to execute both TSF buy orders and TSF sell orders in the Morning and Afternoon Session of the Continuous Trading Sessions during TPS session on Saturday, 29 July 2012. CCASS will re-generate TSF Confirmation Report and/or Intra-day Trade File (applicable to General Clearing Participant (GCP) only), by re-using the TSF

trades executed during TPS. Participants are not required to input the data again. Two TFS suspension scenarios will be simulated:

Scenario 1 – Suspension of TFS Buy FX Orders / TFS Buy Exchange Transactions

FX Services to be suspended	Effective Time	Impact to TFS Trades	CCASS Arrangement
FX Services for TFS Buy FX Orders and TFS Buy FX Transactions	10:31 am	<ul style="list-style-type: none"> All Buy Exchange Trades matched at or after 10:31 am will be considered as non-TFS trades No impact to TFS Sell Exchange Trades 	<ul style="list-style-type: none"> All Buy Exchange Trades executed at or after 10:31 am will (i) NOT appear in “TFS Confirmation Report”; and (ii) appear as non-TFS trades in “Intra-day Trade File” No impact to (i) TFS Sell Exchange Trades and (ii) Stock Release Requests

Scenario 2 – Suspension of TFS Sell FX Orders / TFS Sell Exchange Transactions

FX Services to be suspended	Effective Time	Impact to TFS Trades	CCASS Arrangement
FX Services for TFS Sell FX Orders and TFS Sell FX Transactions	10:31 am	<ul style="list-style-type: none"> Sell Trades matched at or after 10:31 am will be considered as non-TFS trades No impact to TFS Buy Exchange Trades 	<ul style="list-style-type: none"> All Sell Exchange Trades executed at or after 10:31 am will (i) NOT appear in “TFS Confirmation Report”; and (ii) appear as non-TFS trades in “Intra-day Trade File” All Sell Exchange Trades executed at or after 10:31 am will be listed in an ad hoc “stk_de-earmarked” file in Excel format, for Participants’ reference. CCASS will de-earmark the TFS shares of these Sell Exchange Trades, if any, from TFS Account #18 to Clearing Account #01, before each Batch-settlement-run No impact to (i) TFS Buy Exchange Trades and (ii) Stock Release Requests

3 Important Notes to CCASS Participants

CCASS Participants should note the following arrangements for the preparation and execution of the CPS:

- a) Participants should use their existing CCASS Terminals (C3T) and/or Participant Gateway (PG) to access CCASS during the CPS. ***Participants are reminded to remove ALL testing batch transfer files and CCASS reports/data files from their C3T, PG and/or BOS upon completion of CPS on Sunday 29 July 2012*** to avoid mis-using these testing files/reports in their normal business on the following Monday.
- b) For those Participants who would upload batch transfer files in the CPS, they should prepare the testing batch transfer files before the CPS.
- c) CPS participating users must have experience in conducting CCASS related activities for their daily business operations, and should use their production smartcards and passwords for accessing C3T and/or PG during the CPS. ***If smartcard password has been reset during the CPS, the user concerned should use the latest password (i.e. after password reset in the CPS) for production use on the following Monday, i.e. 30 July 2012.*** Besides, Participants should ensure that CPS participating users have appropriate user function access to perform the required CCASS activities during the CPS. Please refer to Appendix B3 for the user group details of the new TSF related CCASS functions. **Participants' Delegated Administrators (DA) are not encouraged to revise the users' function access during the CPS because it will take time to take effect.**
- d) The reports/data files available in the CPS are for testing purpose only. Participants should not use these reports/data files for production use.
- e) Participants should refer to the Checklist in Appendix A for the action items to be performed before, during and after the CPS for preparation and execution of the CPS. In order to achieve the testing objective, CPS participating users should familiarize themselves with the requirements and procedures prior to the CPS.
- f) In addition, Participants are encouraged to maintain proper audit trail in respect of all activities conducted during the CPS. A Responsible Officer or his/her designate of each participating Participant is advised to be present during the CPS to supervise the testing process and to be responsible for relaying any issues arising during the CPS to HKEx. To ensure smooth operation during the CPS, Participants should ensure all their CPS participating users fully understand the requirements and procedures; and make necessary arrangement for the CPS.
- g) Participants should have their system administrator ID(s) and password(s) of their internal servers ready throughout the CPS, in case technical trouble-shooting is required.

4 Schedule and Arrangement

4.1 Overview

The CPS will be held on Sunday 29 July 2012. CCASS will capture the trades executed during the TPS on Saturday 28 July 2012 (i.e. T day). When Participants logon CCASS during the CPS, they will be simulating production operations as of 30 July 2012, being the settlement day (T+2 day) for those trades executed in the TPS. Furthermore, CCASS reports/data files dated 28 and 29 July 2012 (i.e. T day and T+1 day reports) will be made available for download during the online session of the CPS.

Clearing Participants are requested to coordinate with their trading partners to have trades executed in the TPS on Saturday 28 July 2012 for clearing and settlement in the CPS on Sunday 29 July 2012.

4.2 Schedule and Timetable

Part A : Normal Operations

When Participants logon CCASS on Sunday 29 July 2012 during the CPS, they will be simulating CCASS activities on settlement day 30 July 2012 (i.e. T+2 day).

Execution Date: 29 July 2012 (Sunday)

Logical Date: 30 July 2012

Time	CCASS Processing	Remarks
8:30 am - 1:00 pm	<i>Logon and Online Session (report retrieval, online maintenance activities and batch file transfers)</i>	
From 8:30 am	<ul style="list-style-type: none"> • CCASS online session available • Logon to CCASS by using the production smartcard and password via the hyperlink: https://www.ccass.com 	
	<ul style="list-style-type: none"> • Perform report download / printing via Report Download function • Perform data file download, if applicable, via Report Download function <p><i>Note: T day (dated 28 July 2012) and T+1 day (dated 29 July 2012) reports / data files are available for download from 8:30 am onward</i></p>	<ul style="list-style-type: none"> • Before downloading the testing reports/data files, Participants should change the pre-defined "Report Directory" for download of reports / data files via "Report Profile Maintenance" function, please refer to Appendix C for details • PG users should avoid mixing up the directory(ies) for receiving the testing reports/data files in the CPS from their directory(ies) designated for production use

Time	CCASS Processing	Remarks
	<ul style="list-style-type: none"> • Perform CCASS batch file transfers (SI / ATI / MCTI), if applicable <p><i>Note: File Transmission Date and Batch Transmission Date in respective batch transfer files should be set as the Logical Date, i.e. <u>30 July 2012</u></i></p> <ul style="list-style-type: none"> • Perform CCASS online transactions 	<ul style="list-style-type: none"> • Refer to Appendix B1 for data setup in the CPS • Refer to Appendix B2 and B4 for suggested functions to be executed, and list of reports/data files to be checked in the CPS
9:45 am	<ul style="list-style-type: none"> • 1st upload file validation process for ATI • 1st SI matching run • 1st MCTI validation run • 1st MCTI batch transfer run 	Batch input control reports and intra-day settlement related reports will be generated by batches
10:00 am	<ul style="list-style-type: none"> • 1st TSF Share De-earmarking Process • 1st Batch-settlement-run (BSR) 	Intra-day settlement related reports will be generated by batches
10:15 am	Intra-day marks processing	
10:30 am	<ul style="list-style-type: none"> • 2nd upload file validation process for ATI • 2nd SI matching run • 2nd MCTI validation run • 2nd MCTI batch transfer run 	<ul style="list-style-type: none"> • Batch input control reports and intra-day settlement related reports will be generated by batches • Afternoon RMB Final FX Rate will be used for Stock Release Requests being authorised after 10:30 am
10:45 am	<ul style="list-style-type: none"> • 2nd TSF Share De-earmarking Process • 2nd BSR 	Intra-day settlement related reports would be generated by batches
11:00 am	<ul style="list-style-type: none"> • Confirm receipt of TSF payment 	Status of TSF Payment Instruction for TSF FX Transactions and Stock Release FX Transactions will be updated to “credited”
11:15 am	<ul style="list-style-type: none"> • 3rd upload file validation process for ATI • 3rd SI matching run • 3rd MCTI validation run • 3rd MCTI batch transfer run 	Batch input control reports and intra-day settlement related reports will be generated by batches
11:30 am	<ul style="list-style-type: none"> • 3rd TSF Share De-earmarking Process • 3rd BSR 	Intra-day settlement related reports would be generated by batches
11:45 am	<ul style="list-style-type: none"> • 4th upload file validation process for ATI • 4th SI matching run • 4th MCTI batch transfer run 	Batch input control reports and intra-day settlement related reports will be generated by batches
12:15 pm	<ul style="list-style-type: none"> • 4th TSF Share De-earmarking Process • Final BSR 	Intra-day settlement related reports will be generated by batches
12:30 pm	<ul style="list-style-type: none"> • TSF Share Earmarking Process • 5th TSF Share De-earmarking Process 	

Time	CCASS Processing	Remarks
12:30 pm	Cut-off for online maintenance activities	ATI, Stock Release Request maintenance functions, enquiry and report related functions are still available until 1:00 pm
1:00 pm	CCASS online session closes	Logout CCASS upon completion of online activities
1:00 pm – 3:00 pm	Lunch Break	
3:00 pm – 5:00 pm	Report Retrieval and Verification Session	
3:00 pm to 5:00 pm	<ul style="list-style-type: none"> • CCASS report retrieval session available • Re-logon to CCASS by using the production Smartcard and password via the hyperlink: https://www.ccass.com • Perform report download / printing via Report Download function • Perform data file download, if applicable, via Report Download function <p><i>Note : The rest of CCASS reports / data files for T+2 day (dated 30 July 2012) will be available during this session.</i></p>	
5:00 pm	• CCASS report retrieval session closes	Logout CCASS upon completion of report retrieval

Part B: TSF Suspensions

On Monday, 30 July 2012, Participants will receive, via email, two sets of re-generated reports / data files for simulating the TSF Suspensions.

Report Date: 28 July 2012

Scenario 1 – Suspension of TSF Buy FX Orders / TSF Buy Exchange Transactions

Simulating the trade execution day, i.e. T, with Buy Exchange Trades matched at or after 10:31 am being considered as non-TSF trades

Report		Data file available?	Remarks
CSETF07	TSF Confirmation Report	Y	<ul style="list-style-type: none"> All Buy Exchange Trades executed at or after 10:31 am, including those pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1), will NOT appear
CCLID01	Intra-day Trade File (Data File only) - applicable to GCPs only	Y	

Scenario 2 – Suspension of TSF Sell FX Orders / TSF Sell Exchange Transactions

Simulating the trade execution day, i.e. T, with Sell Exchange Trades matched at or after 10:31 am being considered as non-TSF trades

Report		Data file available?	Remarks
CSETF07	TSF Confirmation Report	Y	<ul style="list-style-type: none"> All Sell Exchange Trades executed at or after 10:31 am, including those pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1), will NOT appear
CCLID01	Intra-day Trade File (Data File only) - applicable to GCPs only	Y	

Ad hoc excel file	Remarks
Ad hoc “stk_de-earmarked” file in Excel format	<ul style="list-style-type: none"> Listing all Sell Exchange Trades executed after the suspension time, including those pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1)

4.3 User Profile Setting & Logon Password

Participants’ user profiles that will be applied to the commencement of the CPS will be based on the latest user profiles maintained as of Saturday 28 July 2012.

During the CPS, Participants’ DA are responsible for resetting their participating users’ passwords if they are revoked. If smartcard password has been reset during the CPS, the user concerned should use the *new* password for production use on the following Monday, i.e. 30 July 2012.

In case the DA's smartcard password has been revoked during the CPS, Participants should contact HKEx for password reset. If the CCASS Authorised Signor of Participants will not be available during the CPS, Participants can pre-arrange the Authorised Signor to grant authority to a CPS Coordinator, by signing the Special Authorisation Form (Appendix D), prior to the CPS session. In such case, Participants can arrange for the CPS Coordinator to sign the Password Reset Form (Appendix D) during the CPS.

Participants are required to submit the duly signed Password Reset Form, the Special Authorisation Form (if applicable), along with the smartcard to HKEx for the password reset.

4.4 Practice Session Environment

The CPS environment will be set up with testing data, such as pre-defined testing stocks, stock balances, TSF positions, Stock Release Requests and SI transactions. Participants should refer to Appendix B1 for the details of data setup for the CPS. Activities performed during the CPS shall simulate the production operations of **30 July 2012**, which is the T+2 settlement day for trades executed in the TPS on Saturday 28 July 2012.

4.5 Transactions to be Executed

On-line sessions will be provided during the CPS for Participants to simulate the operations of their BOS and internal processes to examine their readiness in supporting TSF activities. Participants should make reference to their daily operations to plan what type of transactions and/or activities should be covered in the CPS. Participants might refer to Appendices B2 and B4 for the suggested test script.

4.6 Report Download

Reports and/or data files available at the beginning of the CPS online session:

- T and T+1 days clearing and settlement related reports for the trades executed during the TPS (if applicable) on Saturday 28 July 2012 (i.e. T day);
- 'TSF Confirmation Report' (CSETF07) providing details of the dummy TSF FX Transactions as well as TSF trades executed during the TPS on 28 July 2012; and
- 'TSF FX Transaction / Stock Release Request Activities / Status Report' (CSETF03) showing the dummy Stock Release Requests authorised as of 28 July 2012 for releasing TSF stocks.

Reports and/or data files available during the CPS online session

- Batch input control reports; and
- Intra-day settlement related reports.

Reports and/or data files available during the CPS report retrieval session:

Full set of CCASS reports/data files reflecting the activities performed by Participants during the online session of the CPS.

4.7 Prior CPS Arrangement

Participants should ensure their BOS are ready for supporting TSF related transactions.

Participants should create a new directory for changing of “pre-defined” “Report Directory” for downloading of CCASS reports / data files during the CPS.

If Participants would use their production BOS to perform the CPS, they should ensure that their production BOS data are properly backed up before the CPS. Data restore procedures should also be prepared before the CPS so that production data can be restored to their production BOS upon completion of the CPS. Participants should arrange where appropriate data backup arrangement with their IT support or BOS vendor before the CPS, if such procedures are required.

4.8 Important Reminder for Post CPS Arrangement

PG users are reminded to clean-up their testing data, (including but not limited to ALL testing batch transfer files and downloaded reports/data files) and ensure their corresponding systems used in the CPS are restored, if appropriate, and ready for normal business activities on the following Monday.

5 Contingency Arrangements

5.1 Cancellation of the TPS on 28 July 2012

In case the TPS on 28 July 2012 is cancelled due to typhoon, black rainstorm or any other reasons, the CPS on 29 July 2012 will also be cancelled accordingly. HKEx will notify Participants the revised schedule of the CPS at a later date.

5.2 Typhoon Arrangement

In case Typhoon Signal Number 8 or above is hoisted and remained in effect after 6:30 a.m. and before 8:30 a.m. on the CPS day, the CPS will be cancelled. HKEx will notify Participants the revised schedule of the CPS at a later date.

In case Typhoon Signal Number 8 or above is hoisted at or after 8:30 a.m. on the day, all activities will be terminated 15 minutes thereafter.

5.3 Rainstorm Arrangement

In case Black Rainstorm Warning is remained in effect after 6:30 a.m. and before 8:30 a.m. on the CPS day, the CPS will be cancelled. HKEx will notify the Participants the revised schedule of the CPS at a later date.

In case Black Rainstorm Warning is issued during testing hours, i.e. at or after 8:30 a.m., the CPS will continue until completion.

6 Communication Channels

During the CPS, HKEx will communicate with Participants via Broadcast Message function of CCASS.

7 Help Desk

For any queries about the preparation for the CPS, Participants can contact the CCASS Hotline at 2979-7111.

For any queries during the CPS, Participants can contact the following numbers for assistance:

- **2211-6606** - For CCASS technical enquiry
- **2979-7111** - For CCASS general enquiry

APPENDIX A: Checklist for the CPS

ITEMS TO BE CHECKED		✓
(A) Before CPS		
1	Have you read and understood this document (“CPS CCASS Participant Information Package”) and the RMB Equity Trading Support Facility (TSF) Information Paper ?	
2	Have you passed this document and the TSF Information Paper to your IT support or BOS vendor and ensured that they would take follow-up action (if necessary) ?	
3	For Clearing Participants, have you coordinated with your trading partners to have trades executed in the TPS 28 July 2012 (Saturday) for clearing and settlement in the CPS on 29 July 2012 (Sunday) ?	
4	Have you arranged the execution of the Special Authorisation Form (Appendix D) for resetting smartcard user password by CCASS Authorised Signor (for appointing CPS Co-ordinator as temporary Authorised Signor) in case they will not be available on CPS day ?	
5	Have you ensured that the participating users have appropriate user function access to perform the required CCASS activities and/or BOS activities during the CPS ?	
6	Have you established appropriate procedures to restore your BOS upon completion of the CPS and verification control to ensure system readiness for normal business operations on the following Monday?	
7	Have you prepared the testing batch transfer file(s) in case you would like to try batch file transfers function in the CPS ?	
8	Have you created a new directory for downloading the testing CCASS reports/data files during the CPS ?	
9	Have you ensured that the participating users have access to the pre-defined directory(ies), (re point 8 above) to retrieve the downloaded reports/data files during the CPS ?	
10	Have you arranged IT support with appropriate system administration ID and password during the CPS in case there is any technical problem?	
(B) On Sunday, 29 July 2012, before executing test cases		
1	Have you backed up the production reports / data files dated 28 / 29 July 2012 from the pre-defined report directory(ies) before executing the CPS ?	
2	Have you changed the pre-defined “Report Directory” for testing report/data file download via “Report Profile Maintenance” function ? Please refer to Appendix C for details.	
(C) After the CPS		
1	Have you cleaned up or removed the testing batch transfer files or download reports /data files from the production C3T, PG and/or BOS after the CPS ?	
2	Have you restored your BOS and/or PG with the production image and to ensure they are ready for production use on the following Monday, i.e. 30 July 2012 ?	

ITEMS TO BE CHECKED		✓
(C) <i>On Monday, 30 July 2012</i>		
3	Have you verified the additional reports (received from email) for the TSF suspension scenarios? Have you reconcile and ensure that the details of all TSF Exchange Trades under the suspension scenarios are correctly reflected in the reports?	
(D) <i>On or before Tuesday, 31 July 2012</i>		
4a	<u>CCASS Participants (who are EPs) :</u> Have you submitted the completed “Confirmation of Completion of TSF Practice Session from 28 and 29 July 2012” to the Trading Division of HKEx before 6:00 p.m. on 31 July 2012 (Tuesday) ?	
4b	<u>CCASS Participants (who are not EPs):</u> Have you submitted the completed “Confirmation of Completion of Clearing Practice Session on using TSF on 29 July 2012” to Clearing Division of HKEx before 6:00 p.m. on 31 July 2012 (Tuesday) ?	

APPENDIX B1: Data Setup for the CPS

(1) Pre-defined testing Stocks and Stock Balances

The following testing stocks will be available to CCASS Participants for the input of online transactions and batch file transfers in the CPS.

Type of Stock	Trading Currency	Market	Stock Code
TSF Stocks	RMB	Main	83890 – 83894 88801 – 88804 [#]
		GEM	83895
Dual Counter Stocks	HKD (HKD Counter)	Main	804*
	RMB (RMB Counter)	Main	88804*
Non-TSF RMB traded Stocks	RMB	GEM	83896 – 83899
HKD traded Stocks	HKD	Main	5 / 388

Notes: [#] The TSF Stocks to be used during the CPS are the same as those to be used for the TPS, except '88801' to '88804'.

** Please note that a RMB-traded stock (88804) and a HKD-traded stock (804) are set up under the dual counter model for the CPS only. The RMB counter (88804), which is also a TSF Stock, will only be used during the CPS.*

Participants should note that ONLY trades executed, on the above listed testing stocks, during the TPS on 28 July 2012 will be accepted and settled in CCASS during the CPS on 29 July 2012. CCASS will treat those trades executed on other non-testing stocks during the TPS as non-CCASS trades.

The closing prices, as of 27 July 2012, for testing stocks will be pre-set to RMB1.00 or HKD1.00. Please note that the closing prices for testing stocks as of 28 / 29 July 2012 will be updated based on trades executed by the Participants during the TPS session (on 28 July 2012, Saturday).

To facilitate Participants to perform on-line transactions and batch file transfers, stock balances for the testing stocks will be created in the Clearing Account #01, Entitlement Account #02, TSF Segregated Account #17 or TSF Principal Account #18, as follows:

Stock Code	TSF Stock	Clearing AC #01	Entitlement AC #02	TSF Segregated AC #17	TSF Principal AC #18
5	N	100,000	-	-	-
388	N	100,000	-	-	-
804	N	100,000	-	-	-
83890	Y	100,000	-	100,000	100,000
83891	Y	100,000	-	100,000	100,000
83892	Y	100,000	-	100,000	100,000
83893	Y	100,000	-	100,000	100,000
83894	Y	100,000	-	100,000	100,000
83895	Y	100,000	-	100,000	100,000
83896	N	100,000	-	-	-
83897	N	100,000	-	-	-
83898	N	100,000	-	-	-
83899	N	100,000	-	-	-
88801	Y	-	-	-	100,000

88802	Y	-	-	-	100,000
88803	Y	-	100,000	100,000	-
88804	Y	-	100,000	100,000	-

(2) Pre-defined exchange rates of Renminbi to Hong Kong Dollar

For the CPS, the exchange rates of HKD to 1 RMB are:

Logical Date	Morning			Afternoon		
	FX Rate	TSF Buy	TSF Sell	FX Rate	TSF Buy	TSF Sell
28 Jul 2012	Indicative	1.1850	1.2050	Indicative	1.1900	1.2100
	Final	1.1900	1.2000	Final	1.1950	1.2050
29 Jul 2012	Indicative	1.1850	1.2050	Indicative	1.1900	1.2100
	Final	1.1900	1.2000	Final	1.1950	1.2050
30 Jul 2012	Indicative	1.1900	1.2100	Indicative	1.1950	1.2150
	Final	1.1950	1.2050	Final	1.2000	1.2100

(3) Setup for the Online Transactions and Batch File Transfers

(i) Dummy Participants

Three dummy Non-Investor Participants (B05001, B05002, and C05080) will be set up to facilitate Participants to perform SI transactions.

(ii) TSF FX positions and TSF stock positions for settlement purposes

TSF FX positions and TSF stock positions will be created for each participating Participant, with trade date as of 28 July 2012 and settlement date as of 30 July 2012. Details of the TSF dummy trades are as follows:

	Settle. Date	Stk	Trade Type	TSF	Trade Quantity	Trade Amount (CNY)	TSF shares to be Earmarked / De-earmarked	ATI to/from TSF AC #18 *
Trades Executed During the Morning Session								
1	30/07/12	88801	B	Y	2,000	(2,000.00)	2,000	-
2	30/07/12	88802	S	Y	(1,000)	1,000.00	(1,000)	-
Trades Executed During the Afternoon Session								
3	30/07/12	88803	B	Y	3,000	(3,000.00)	3,000	2,000
4	30/07/12	88803	S	N	(2,000)	2,000.00		
5	30/07/12	88804	S	Y	(5,000)	5,000.00	(5,000)	5,000
6	30/07/12	88804	B	N	8,000	(8,000.00)		

Note : For each non-EP General Clearing Participant (GCP), a dummy Non-Clearing Participant (NCP) with NCP/ GCP Mapping created. Hence, the above TSF FX positions and TSF stock positions will be transferred from the dummy NCP to the participating GCP.

* *Participants are advised to use ATI to transfer TSF shares from TSF AC #17 to TSF AC #18 for de-earmarking and settlement of TSF sell trades.*

(iii) SI Transactions for matching purposes

The following SI transactions will be created for each dummy Non-Investor Participant at the commencement of the CPS for Participants to input corresponding SI transactions for matching and settlement.

	Settle. Date	Dummy Participant	Stk	Instr. Type	Quantity	Trading Currency	Settlement Currency	Settlement Amount	Stk A/C	Pymt Instr.	DI Req.
1	28/07/12	B05001	88801	R	2,000	CNY	CNY	(2,000.00)	17	D	N
2	28/07/12	B05001	88801	D	(2,000)	CNY	CNY	2,000.00	17	D	N
3	30/07/12	B05002	88802	R	1,000	CNY	CNY	0.00	18	F	N
4	30/07/12	B05002	88802	D	(1,000)	CNY	CNY	0.00	18	F	N
5	29/07/12	C05080	88803	R	4,000	CNY	CNY	(4,000.00)	18	D	N
6	29/07/12	C05080	88803	D	(4,000)	CNY	CNY	4,000.00	18	D	N
7	30/07/12	B05001	88802	R	2,000	CNY	HKD	(6,000)	18	D	N
8	30/07/12	B05001	88802	D	(2,000)	CNY	HKD	6,000	18	D	N

Participants can also arrange with other counterparts to match SIs during the CPS.

(iv) Stock Release Requests

A Stock Release Request will be set up for each participating Participant with two pre-set TSF Stocks, 88803 to 88804 with stock release date as of 28 July 2012 and RMB payment settlement date as of 30 July 2012. Details of the Stock Release Requests are as follows:

	Stk	Quantity	Delivery A/C	Receiving AC	RMB FX Amount	HKD Receivable Amount
1	88803	1,000	17	01	(1,000)	1,195
2	88804	2,000	17	02	(2,000)	2,390

APPENDIX B2: Suggested Executions for CPS

Details	Scope
Execution Date	29 July 2012 (Sunday)
Logical Date	30 July 2012 (<i>T+2 day, for those trades executed during the TPS on 28 July 2012</i>)
(I) Report Download Functions:	Participants will be able to download and verify the reports / data files during the CPS online session. Please refer to Appendix B3 for more details on the reports / data files.
(II) Batch File Transfer Functions:	<p>Participants are encouraged to perform the batch file transfers which are considered as critical business transactions with TSF Stocks during the CPS online session. Herein below are the relevant batch file transfers for Participants' reference:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> SI Batch File Transfer <input type="checkbox"/> ATI Batch File Transfer <input type="checkbox"/> MCTI Batch File Transfer <p>Participants should note that the following scheduled validation runs during the CPS:</p> <ul style="list-style-type: none"> • ATI validation runs will be performed at 9:45 a.m., 10:30 a.m., 11:15 a.m. and 11:45 a.m. • MCTI validation runs will be performed at 9:45 a.m., 10:30 a.m., 11:15 a.m. during the CPS
(III) Online Functions:	<p>Participants may perform various online functions which are considered as critical business transactions in relation to TSF during the CPS online session. Herein below are some suggested transactions for Participants' reference:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> Input ATI <input type="checkbox"/> Maintain SI <input type="checkbox"/> Maintain Stock Release Request <input type="checkbox"/> Maintain Multi-counter Transfer Instructions (MCTI) <input type="checkbox"/> Enquire TSF Payment Instruction <input type="checkbox"/> Enquire Stock Account Balance <input type="checkbox"/> Enquire Due/Overdue Positions <ul style="list-style-type: none"> • Participants can make use of the pre-set stock balances in various stock accounts (re Appendix B1) for maintenance of ATI / Stock Release Request / MCTI. <p>Participants should note the following arrangement for SI and MCTI:</p> <ul style="list-style-type: none"> • Participants can make use of the pre-set SI transactions of the dummy Non-Investor Participants (re Appendix B1). (Note: Participants may choose eligible settlement currencies for their settlement instructions, i.e. SI settlement in HKD for the TSF stock of 88802.) • Participants should note that ad hoc validation will be performed for the SI batch file being uploaded during the CPS as of production. • Participants can make use of the pre-set stock positions in TSF accounts and perform stock release requests followed by MCTI from a RMB counter (i.e. 88804) to the other HKD counter (i.e. 804) under the dual counter model. MCTI validation and batch transfer runs will be performed during the CPS.

APPENDIX B3: User Groups for CCASS functions

The user group setup for TSF online functions:

GENERAL CCASS FUNCTION	User Group		
	A	C	H
CASH PREPAYMENT / TSF PAYMENT			
Enquire Cash Prepayment / <i>TSF Payment</i> Standing Instruction	✓		✓
STOCK RELEASE REQUEST			
Input Stock Release Request	✓		
Change Stock Release Request	✓		
Delete Stock Release Request			✓
Authorise Stock Release Request			✓
Enquire Stock Release Request	✓		✓
PAYMENT INSTRUCTION			
Enquire TSF Payment Instruction		✓	

The user group setup for MCTI online functions:-

GENERAL CCASS FUNCTION	User Group	
	G	
INTER-COUNTER TRANSFER/CONVERSION INSTRUCTION		
Input Inter-counter Transfer/Conversion Instruction	✓	
Cancel Inter-counter Transfer/Conversion Instruction	✓	
Enquire Inter-counter Transfer/Conversion Instruction	✓	
UPLOAD BATCH FILE FUNCTIONS	User Group	
	15	16
Multi-counter Transfer Instruction File Upload	✓	
Authorise Multi-counter Transfer Instruction File Upload		✓

APPENDIX B4: Suggested Reports / Data Files Verification during the CPS

Available at the beginning of the CPS from 8:00 a.m. onwards

Report Date: 28 July 2012 (simulating the trade execution day, i.e. T)

Report		Data file available?	Remarks
CCLTN04	Provisional Clearing Statement	Y	<ul style="list-style-type: none"> Exchange trades executed on 28 July 2012 during the TPS, as well as the pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1)
CSETF07	TSF Confirmation Report	Y	<ul style="list-style-type: none"> Exchange trades executed for TSF stocks with TSF support on 28 July 2012 during the TPS, as well as the pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1)
CCLID01	Intra-day Trade File (Data File only)	Y	<ul style="list-style-type: none"> Exchange trades executed on 28 July 2012 during the TPS, as well as the pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1)
CSETF03	TSF FX Transaction / Stock Release Activity / Status Report	Y	<ul style="list-style-type: none"> Stock Release Requests pre-authorised for TSF stocks 88803 and 88804 on 28 July 2012 (re : Appendix B1)

Report Date: 29 July 2012 (simulating the day after the trade execution day, i.e. T+1)

Report		Data file available?	Remarks
CCLTN05	Final Clearing Statement	Y	<ul style="list-style-type: none"> Exchange trades executed on 28 July 2012 during the TPS, as well as the pre-set exchange trades for TSF stocks 88801 to 88804 (re Appendix B1)
CSETF07	TSF Confirmation Report	Y	<ul style="list-style-type: none"> Projected TSF FX Positions, TSF shares to be earmarked / de-earmarked and Stock Release FX Transactions to be settled on 30 July 2012
CSEOP01	Next Settlement Day Due/Overdue Position Report	Y	<ul style="list-style-type: none"> Projected CNS positions to be settled on 30 July 2012

Available during the online and report retrieval sessions

Report Date: 30 July 2012 (reflecting CCASS activities performed during the CPS)

TSF Related Report

Report	Data file available?	Remarks
CSETF03	Y	<ul style="list-style-type: none"> Settlement status of TSF FX transactions and Stock Release FX Transactions on 30 July 2012

Settlement Related Reports

Report	Data file available?	Remarks
<i>Batch Input Control Reports</i>		
CCLEI01	N	<ul style="list-style-type: none"> Validation results of the batch transfer files
CSEBA01	N	
<i>Settlement Related Reports (Intra-day)</i>		
CCLUS01	Y	
CSESI02	Y	
CSESP04	Y	
CSEMA08	Y	
CSEMP02	N	
CSEMA28	N	
CSESP01	Y	
<i>Settlement Related Reports (Day End)</i>		
CSEOP01	Y	
CSESE01	Y	
CSEMS08	Y	
CCLSI02	Y	

Stock Movement Related Reports

Report	Data file available?	Remarks
CSESM01	Y	
CSESM02	Y	
CSESB01	Y	

MCTI Related Reports

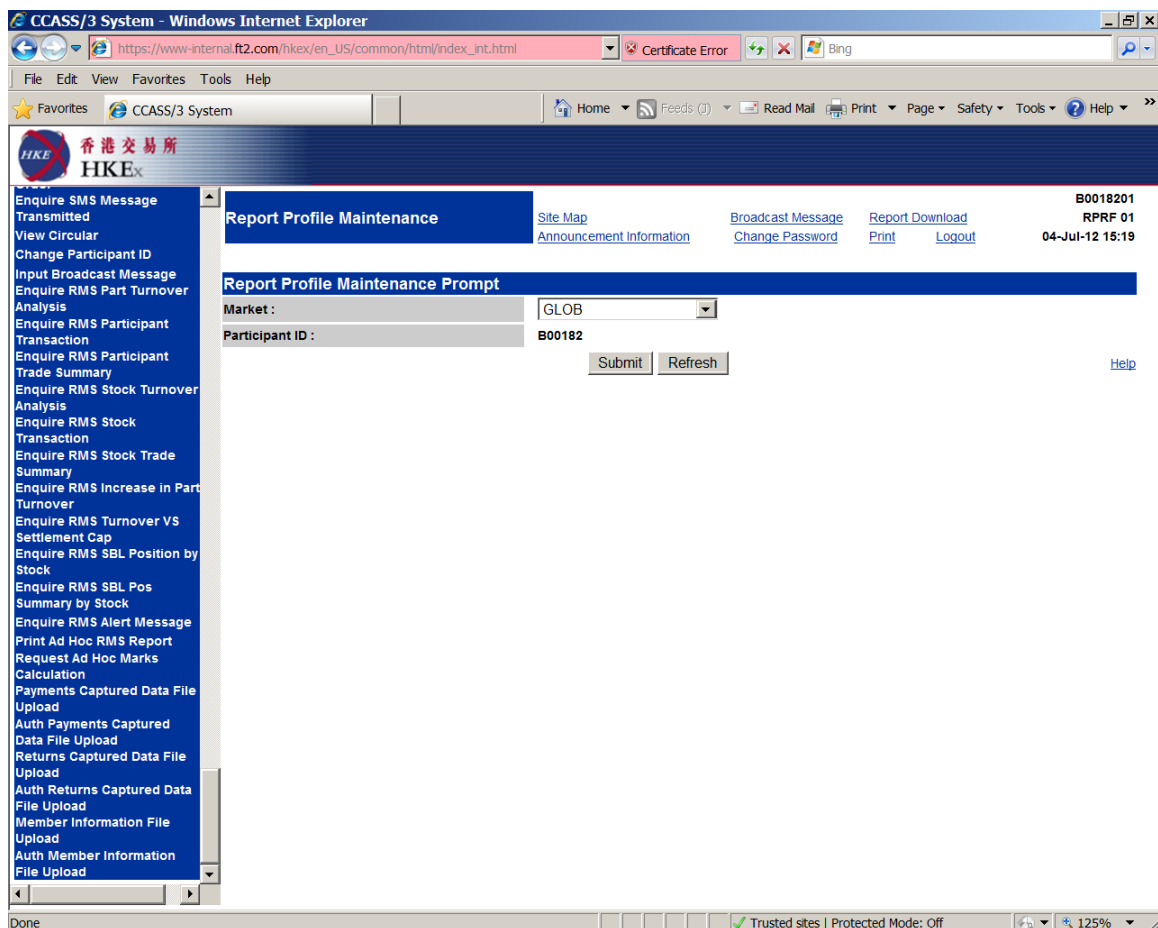
Report		Data file available?	Remarks
CCVTF01	Inter-counter Transfer/Conversion Instruction Activities Report	N	<ul style="list-style-type: none">• Activities details of MCTI
CCVTF03	Multi-counter Transfer Instruction Batch Input Control Report	N	<ul style="list-style-type: none">• Validation results of the batch transfer files

Remarks :

The contents of reports are testing data only, they should only be used solely for testing purposes during the CPS.

APPENDIX C : Procedures to change the pre-defined “Report Directory” for download of testing CCASS reports and date files via “Report Profile Maintenance” function

1. Logon to CCASS and select “Report Profile Maintenance” function (available to user with function group BD, C and V only)
2. Select “GLOB” at the Market data field, then click the Submit button.



3. Enter the directories for downloading of reports / data files for the CPS

(e.g. for downloading reports and X:\TSFCPS\ONLINE\IMG\ for downloading data files), then click the “Change” button.

Please ensure you have

- (i) created the new directory(ies), if necessary, before changing the pre-defined “Report Directory” for downloading testing CCASS reports and data files during the CPS; and
- (ii) access to the pre-defined directory(ies) to retrieve the downloaded testing CCASS reports / data files during the CPS.

a. Sample screen with Report Directory(ies) defaulted by CCASS

The screenshot shows the CCASS/3 System web interface in Internet Explorer. The main content area is titled "Report Profile Maintenance Detail" and "Market : GLOB". It features a table of "Overnight Report Profile" with columns for Report Name, Report ID, Data Image To File, Report Text To File, Report Text To Printer, and Filename. Below the table, there is a "Report Directory" section with four input fields and "Change" and "Refresh" buttons. A black oval highlights the "Report Directory" section.

Report Name	Report ID	Data Image To File	Report Text To File	Report Text To Printer	Filename
CORP CMN EVT L	CCJCC12	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CCJCC12
RCP MASTER ACT	CCJCC13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CCJCC13
EVT RCP LST AC	CCJCC14	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CCJCC14
MTHLY RCP MSTR	CCJCC21	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CCJCC21
SSA MASTER LIS	CCSSG01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CCSSG01
NEW ISSUE ACTI	CEPAA01	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CEPAA01
MONTHLY STK BA	CFIMC01	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CFIMC01
MARKS COLL RPT	CFIPM01	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CFIPM01
ISI CPTY LIST	CIPCL03	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CIPCL03
DE MARGN RPT	CRMMG02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CRMMG02
CASH PREPYMT	CSECP03	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CSECP03
MONEY L/G STMT	CSEM508	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CSEM508
DD/DCE/PI SU	CSEM528	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CSEM528
STM REL EPI LS	CSEM529	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CSEM529
PYMT IN STR ACT	CSEPI01	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CSEPI01
TSF EXCPTN RPT	CSETF13	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CSETF13

Report Directory:

Directory for Online Report Text : C:\C3TONLINE\RMF\

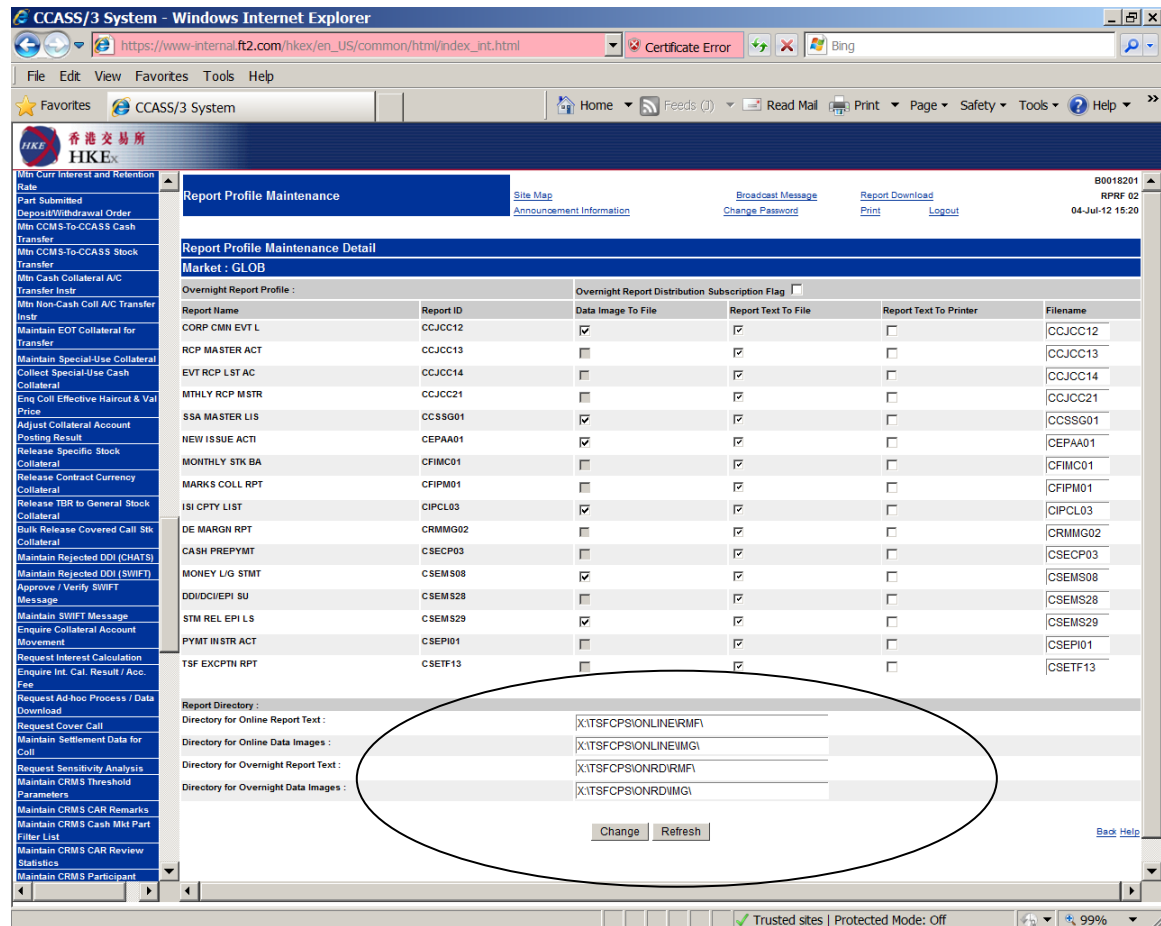
Directory for Online Data Images : C:\C3TONLINE\IMG\

Directory for Overnight Report Text : C:\C3TONRDR\RMF\

Directory for Overnight Data Images : C:\C3TONRDR\IMG\

Change Refresh

b. Sample screen with Report Directory(ies) changed for the CPS



4. Then click “Confirm” button to confirm the Report Profile settings.

5. Repeat steps 1 to 4 above by selecting “HONG KONG MARKET” at the market field.

Please note that there is NO need for participating users to reset the “Report Directory”, the “Report Directory” changed during the CPS will NOT be carried forward to the production environment on the following Monday, 30 July 2012.

APPENDIX D: Special Authorisation Form

**APPOINT THE CPS COORDINATOR AS THE AUTHORISED SIGNATORY
DURING THE TSF CLEARING PRACTICE SESSION**

CCASS Participants who wish to delegate the power of re-setting smartcard user password to their CPS Coordinator during the CPS on Sunday 29 July 2012 should complete and sign this Authorisation Form prior to the CPS. In case of need, the CPS Coordinator should complete and submit the Smartcard User Password Reset Form for the CPS to HKEx together with the relevant smartcards in person at below address during the CPS.

Date: _____

I/We hereby appoint the undersigned CPS Coordinator _____ for my / our company as the authorised signatory for resetting the smartcard user password during the CPS on Sunday 29 July 2012. *(Please delete where not applicable)*

Yours faithfully,
For and on behalf of

Authorised Signature(s) with Company Chop

Participant ID: _____

Name: _____

Title: _____

For and on behalf of

Signed by the CPS Coordinator

Name : _____

Please submit the duly signed forms (both the Special Authorisation Form (if applicable) and Password Reset Form) along with the smartcards to :

OSSA, Cash Clearing Operations,
Hong Kong Exchanges and Clearing Limited,
7/F, Infinitus Plaza, 199 Des Voeux Road Central, Hong Kong.

Note: Hong Kong Exchanges and Clearing Limited will only accept the ORIGINAL copies of the Authorisation Form and Password Reset Form.

Smartcard User Password Reset Form during the CPS

Date: _____

I hereby request to reset the smartcard user password for the following Users during the CPS on Sunday 29 July 2012.

User Name

User ID

For and on behalf of

Signed by the CPS Coordinator

Participant ID: _____

Name: _____

Title: _____

Please submit the duly signed forms (both the Special Authorisation Form (if applicable) and Password Reset Form) along with the smartcards to :

OSSA, Cash Clearing Operations,
Hong Kong Exchanges and Clearing Limited,
7/F, Infinitus Plaza, 199 Des Voeux Road Central, Hong Kong.

Note: Hong Kong Exchanges and Clearing Limited will only accept the ORIGINAL copies of the Authorisation Form and Password Reset Form.