4.2 Participantship Management

AC 2 DCASS USER ACCOUNT MAINTENANCE REQUEST TO HKCC / SEOCH

WHEN TO USE:

- When Participant wants to (1) Add DCASS Online User; (2) Add/Delete/Relocate/Re-install DCASS OAPI User; or (3) Reset password for DCASS Adminstration / OAPI User

- This eService is available at any time.

ABOUT THIS eSERVICE:

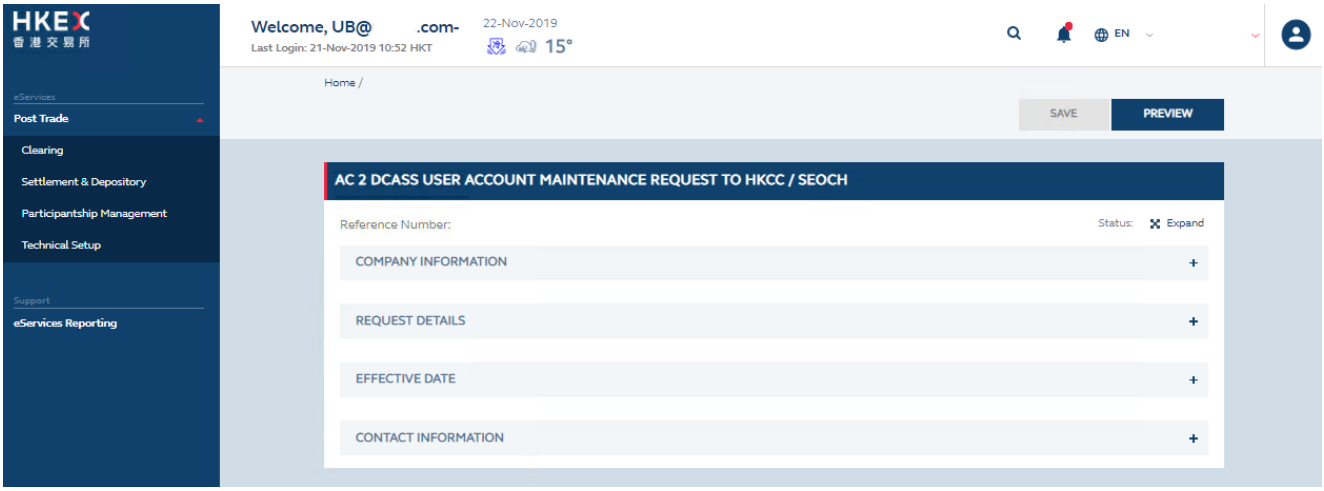
- This eService is available to business users granted with the access rights EU_DerivativesClearing or EU_UserMaintenance.

- Email and Dashboard notifications will be sent to both maker and checker when there is change related to eService status.

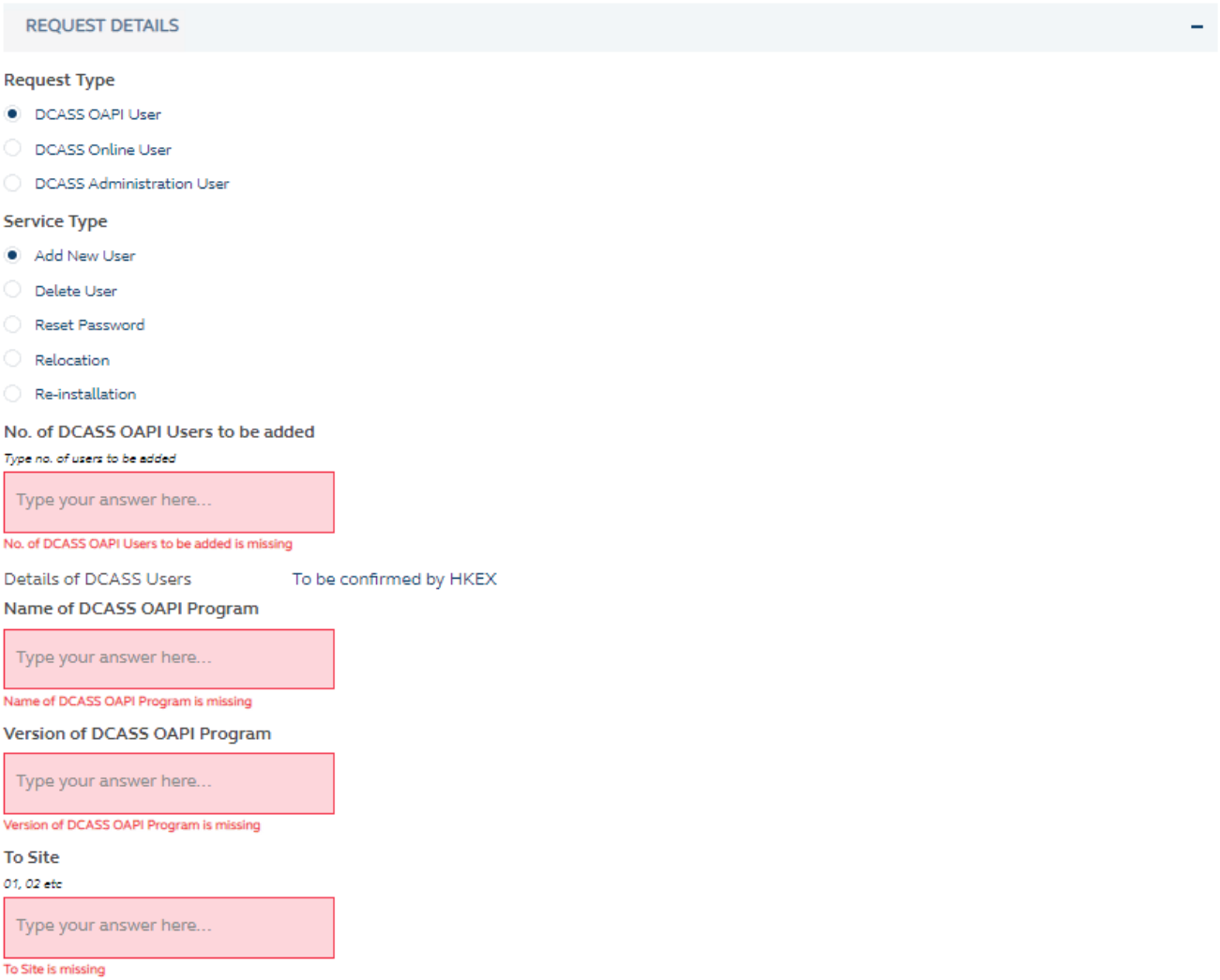
- PDF report which contains the claim request information will be available to Participant after the workflow on the claim request is ended.

SAMPLE UX:

Users can expand all sections to view all the fields.



There is built-in validation on the data input.



FIELDS HIGHLIGHTS:

#	Field Name	Highlights
COMPANY INFORMATION		
1	From	- Display the Company name of the Participant
2	As	- Display the role of the Participant
REQUEST DETAILS		
3	Request Type ○ DCASS OAPI User ○ DCASS Online User ○ DCASS Administration User	- Field format: Radio button
4	Service Type ○ Add New User ○ Delete User ○ Reset Password ○ Relocation ○ Re-installation	- Field format: Radio button - Refer to description of field number 4 to 5 when "Yes" is selected
Request Type: **DCASS OAPI User** and Service Type: **Add New User**		
5	No. of DCASS OAPI Users to be added	- Field format: Positive integer
6	Name of DCASS OAPI Program	- Field format: Alphanumeric
7	Version of DCASS OAPI Program	- Field format: Positive integer
8	To Site	- Field format: Positive integer
9	Connection Type ○ Via own SDNet line ○ Via HKEX Hosting ○ Via Application Service Provider (ASP) ○ Others	- Field format: Radio button
10	Others	- Field format: Alphanumeric - Only applicable when "Others" is selected in field 9
Request Type: **DCASS OAPI User** and Service Type: **Delete User**		
11	DCASS OAPI Users to be terminated	- Field format: Alphanumeric
Request Type: **DCASS OAPI User** and Service Type: **Reset Password**		
12	Reset password for the following DCASS Users	- Field format: Alphanumeric
Request Type: **DCASS OAPI User** and Service Type: **Relocation**		
13	Name of DCASS OAPI Program	- Field format: Positive integer
14	Version of DCASS OAPI Program	- Field format: Alphanumeric
15	From Site	- Field format: Positive integer
16	To Site	- Field format: Positive integer
17	Connection Type ○ Via own SDNet line ○ Via HKEX Hosting ○ Via Application Service Provider (ASP) ○ Others	- Field format: Radio button
18	Others	- Field format: Alphanumeric - Only applicable when "Others" is selected in field 9
19	Relocate the following DCASS OAPI Users	- Field format: Alphanumeric
Request Type: **DCASS OAPI User** and Service Type: **Re-installation**		
20	Name of DCASS OAPI Program	- Field format: Positive integer
21	Version of DCASS OAPI Program	- Field format: Alphanumeric
22	To Site	- Field format: Positive integer

#	Field Name	Highlights
23	Connection Type ○ Via own SDNet line ○ Via HKEX Hosting ○ Via Application Service Provider (ASP) ○ Others	- Field format: Positive integer
24	Others	- Field format: Alphanumeric - Only applicable when “Others” is selected in field 9
25	Re-install the following DCASS OAPI Users	- Field format: Alphanumeric
Request Type: **DCASS Online User**		
26	Service Type ○ New User Creation for New CP	- Field format: Radio button
27	To Site	- Field format: Positive integer
28	Connection Type ○ Via own SDNet line ○ Via HKEX Hosting ○ Via Application Service Provider (ASP) ○ Others	- Field format: Radio button
29	Others	- Field format: Alphanumeric - Only applicable when “Others” is selected in field 9
Request Type: **DCASS Administrative User**		
30	Service Type ○ Reset Password	- Field format: Radio button
31	Reset password for the following DCASS Users	- Field format: Alphanumeric
EFFECTIVE DATE		
32	Preferred Effective DAte	- Field format: Calendar Picker - Not applicable to request type “ DCASS Administrative User”
33	Proposed Connectivity Test Date	- Field format: Calendar Picker - Not applicable to request type “ DCASS Administrative User”
CONTACT INFORMATION		
34	Name of Contact Person	- Field format: Alphanumeric - Auto-filled based on maker’s profile and content is editable.
35	Email Address	- Field format: Alphanumeric - Auto-filled based on maker’s profile and content is editable.
36	Telephone Number	- Field format: Numeric - Auto-filled based on maker’s profile and content is editable.
37	+ CONTACT PERSON	- Provide additional contact information by clicking the button - Participant can optionally provide up to 5 contact information.