

Terminal Operations

**FUNCTION NAME: RESET STOCK SEGREGATED ACCOUNT WITH STATEMENT
SERVICE PHONE PASSWORD**

WHEN TO USE:

- For participant to reset the CCASS Phone Password of a Stock Segregated Account with Statement Service ("SSA") i.e. stock number starting from 21 onwards.

AVAILABLE MAINTENANCE FUNCTIONS:

- A. Reset SSA Phone Password
To reset CCASS Phone Password for a SSA

AVAILABLE FUNCTION TIME:

- The function must be performed between 8:00 a.m. and 5:00 p.m. Monday to Friday.

FUNCTIONAL DESCRIPTIONS:

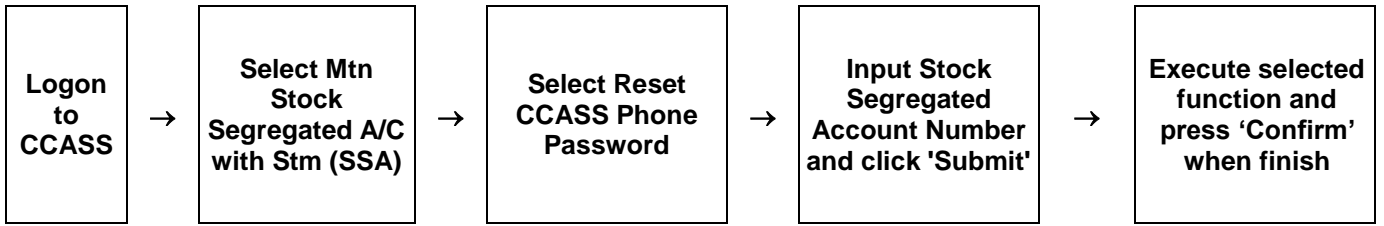
- If a SSA Statement Recipient forgets the CCASS Phone password or the respective CCASS Phone password is revoked resulting from 3 invalid inputs, Participant will need to reset the CCASS Phone password for the SSA.
- The CCASS Phone password must be an eight-digit number.
- When completed, a message 'RECORD RESET SUCCESSFULLY' will be prompted to the user.
- The new CCASS Phone password will be effective on the next calendar day.
- Whenever the CCASS Phone password of SSA Statement Recipient is reset by Participants, a notification letter will be sent to the SSA Statement Recipient to alert him/her about the action. In addition, the respective SMS and/or Email alert message will also be sent to those SSAs who subscribe any subscription option of SMS and/or Email alert services.
- The function is not applicable to reset the Internet User Password of SSA Statement Recipient. Such password should be reset by SSA Statement Recipient itself.

Section 8.5.2

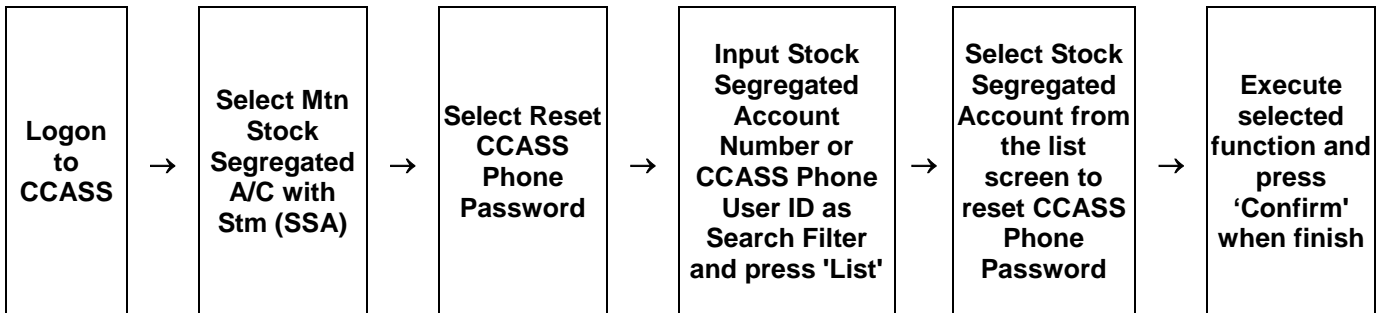
Reset Stock Segregated Account with Statement Service Phone Password

The access paths for the function are:

A. Attempt by direct input of Stock Segregated Account Number



B. Attempt by selection from list screen



RESET STOCK SEGREGATED ACCOUNT WITH STATEMENT SERVICE PHONE PASSWORD – Sample Screens:

<ul style="list-style-type: none"> General Enquiries Eng Settlement Act / Status Mtn Stk Segregated A/C with Strm Sev(SSA) Mtn SSA Bank A/C Delivery Instruction (DI) A/C Transfer Instr (ATI) Stk Seg A/C Transfer Instr (STI) Settlement Instruction (SI) Hide Unmatched SI Content Cpty List Investor Strm Instr (ISI) ISI (With Affirm) Cpty List ISI (W/O Affirm) Cpty List Payment Instruction Cash Prepayment Maintain Cash Prepayment Standing Instr Stock Borrowing / Lending SBL Bulletin Board Login Withdrawal Order Election Instruction Subscription Instruction Corp Voting Instruction EIPO Application Tender Instruction Maintain Unit Order - Creation Maintain Unit Order - Redemption Maintain In Kind Creation / Redemption Corp Communication 	<p>Maintain Stock Segregated Account with Statement Service</p> <p style="text-align: right;">B0108901 MRPC 03 29-May-07 09:24</p> <p style="text-align: right;"> Site Map Broadcast Message Report Download Announcement Information Change Password Print Logout </p> <p>Reset Stock Segregated Account Phone Password Detail</p> <p>Full Name : SSA 28 FULL NAME Short Name : SSA 28 SNAME Account Type : Individual Stock Segregated Account Number : 28 CCASS Phone User ID : 80071350 CCASS Internet User ID : B0108928 CCASS Phone Password : ●●●●●● CCASS Phone Password Confirmation : ●●●●●● Address : ADDRESS Domain : HK Contact Phone Number : 12346678 Receive Statement Via Mail : Both Activity and Monthly Statement Subscribe to SMS : Phone Number for receiving SMS : Mobile Carrier : Subscribe to Email Alert : Email Address : Statement/SMS/Email Language : English Receive Corporate Communications : 1 Voting Delegation : YES Affirmation Requirement : YES Client Account Number : Remarks :</p>
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<ul style="list-style-type: none"> General Enquiries Eng Settlement Act / Status Mtn Stk Segregated A/C with Strm Sev(SSA) Mtn SSA Bank A/C Delivery Instruction (DI) A/C Transfer Instr (ATI) Stk Seg A/C Transfer Instr (STI) Settlement Instruction (SI) Hide Unmatched SI Content Cpty List Investor Strm Instr (ISI) ISI (With Affirm) Cpty List ISI (W/O Affirm) Cpty List Payment Instruction Cash Prepayment Maintain Cash Prepayment Standing Instr Stock Borrowing / Lending SBL Bulletin Board Login Withdrawal Order Election Instruction Subscription Instruction Corp Voting Instruction EIPO Application Tender Instruction Maintain Unit Order - Creation Maintain Unit Order - Redemption Maintain In Kind Creation / Redemption Corp Communication 	<p>Stock Segregated Account Number : 28 CCASS Phone User ID : 80071350 CCASS Internet User ID : B0108928 CCASS Phone Password : ●●●●●● CCASS Phone Password Confirmation : ●●●●●● Address : ADDRESS Domain : HK Contact Phone Number : 12346678 Receive Statement Via Mail : Both Activity and Monthly Statement Subscribe to SMS : Phone Number for receiving SMS : Mobile Carrier : Subscribe to Email Alert : Email Address : Statement/SMS/Email Language : English Receive Corporate Communications : 1 Voting Delegation : YES Affirmation Requirement : YES Client Account Number : Remarks :</p> <p style="text-align: center;"><input type="button" value="Submit"/></p> <p style="text-align: right;"> Reset Another Record Go To List Help </p>
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DESCRIPTION OF FIELDS:

<u>Field</u>	<u>Description/Format</u>
Full Name	- display the full name of the SSA
Short Name	- display the short name of the SSA

Section 8.5.2

Reset Stock Segregated Account with Statement Service Phone Password

<u>Field</u>	<u>Description/Format</u>
Account Type	- display the account type of the SSA: 'Individual', 'Joint' or 'Corporate'
Stock Segregated Account Number	- input or display the Stock Segregated Account Number of 2 to 8 digits - CCASS overlooks leading zero(s); i.e. '21', '021' and '0021' are treated as the same
CCASS Phone User ID	- display the CCASS Phone User ID for the SSA Statement Recipient to access the CCASS Phone System
CCASS Phone Password	- input 8-digit number as the CCASS Phone Password of the SSA - show as "•" after input
CCASS Phone Password Confirmation	- re-type the 8-digit CCASS Phone Password - must be the same as the CCASS Phone Password input - show as "•" after input
CCASS Internet User ID	- display the CCASS Internet User ID of the SSA
Address	- display the mailing address of the SSA
Domain	- display the domain of the SSA: 'HK', 'Macau', 'Mainland China' or 'Others'
Contact Phone Number	- display the contact phone number of the SSA
Receive Statement via Mail	- display the statement delivery option for the SSA
Subscribe to SMS	- display the selection option of SSA to receive SMS alert
Phone Number for receiving SMS	- display the Hong Kong mobile phone number for receiving SMS alert of SSA
Mobile Carrier	- display the phone operator at which the mobile phone number registered for receiving SMS alert
Subscribe to Email Alert	- display the selection option of SSA to receive Email alert
Email Address	- display the Email address for receiving E-mail alert
Statement / SMS / E-mail Language	- display the language to be used in statement, SMS and E-mail

<u>Field</u>	<u>Description/Format</u>
Receive Corporate Communications	<ul style="list-style-type: none"> - display the type of corporate communication required to be received by the SSA Statement Recipient - options are represented by number from 1 to 8 and N as follows: <ul style="list-style-type: none"> 1 – Issuer’s Default Option 2 – Printed English and Chinese full version of documents 3 – Printed English and Chinese summary version of documents 4 – Printed English full version of documents 5 – Printed Chinese full version of documents 6 – Printed English summary version of documents 7 – Printed Chinese summary version of documents 8 – In electronic form via the website of issuers & receive by post a printed copy of the notification regarding the publication of such corporate documents N – Not to receive corporate communications from listed issuers
Voting Delegation	<ul style="list-style-type: none"> - display the selected value of Voting Delegation for the SSA
Affirmation Requirement	<ul style="list-style-type: none"> - display the selected value of Affirmation Requirement for the SSA
Client Account Number	<ul style="list-style-type: none"> - display the participant’s internal client account number of the SSA
Remarks	<ul style="list-style-type: none"> - display the remarks input by participant in relation to the SSA