

## 4.2 Participantship Management

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### 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 Administration / OAPI User
- This eService is available at any time.

#### ABOUT THIS eSERVICE:

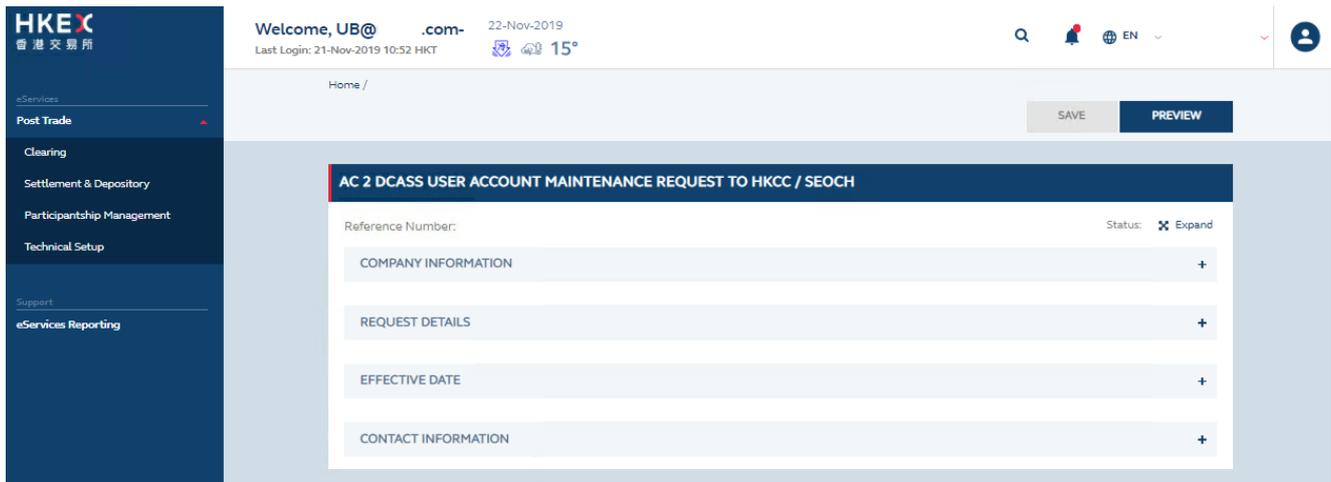
- This eService is available to business users granted with the access rights EU\_DerivativesClearing or EU\_UserMaintenance.
- Email and Dashboard notifications will be sent to both maker and checker when there is change related to eService status.
- PDF report which contains the claim request information will be available to Participant after the workflow on the claim request is ended.

## Section 4.2 (AC 2)

### Participation Management – DCASS User Account Maintenance Request To HKCC / SEOCH

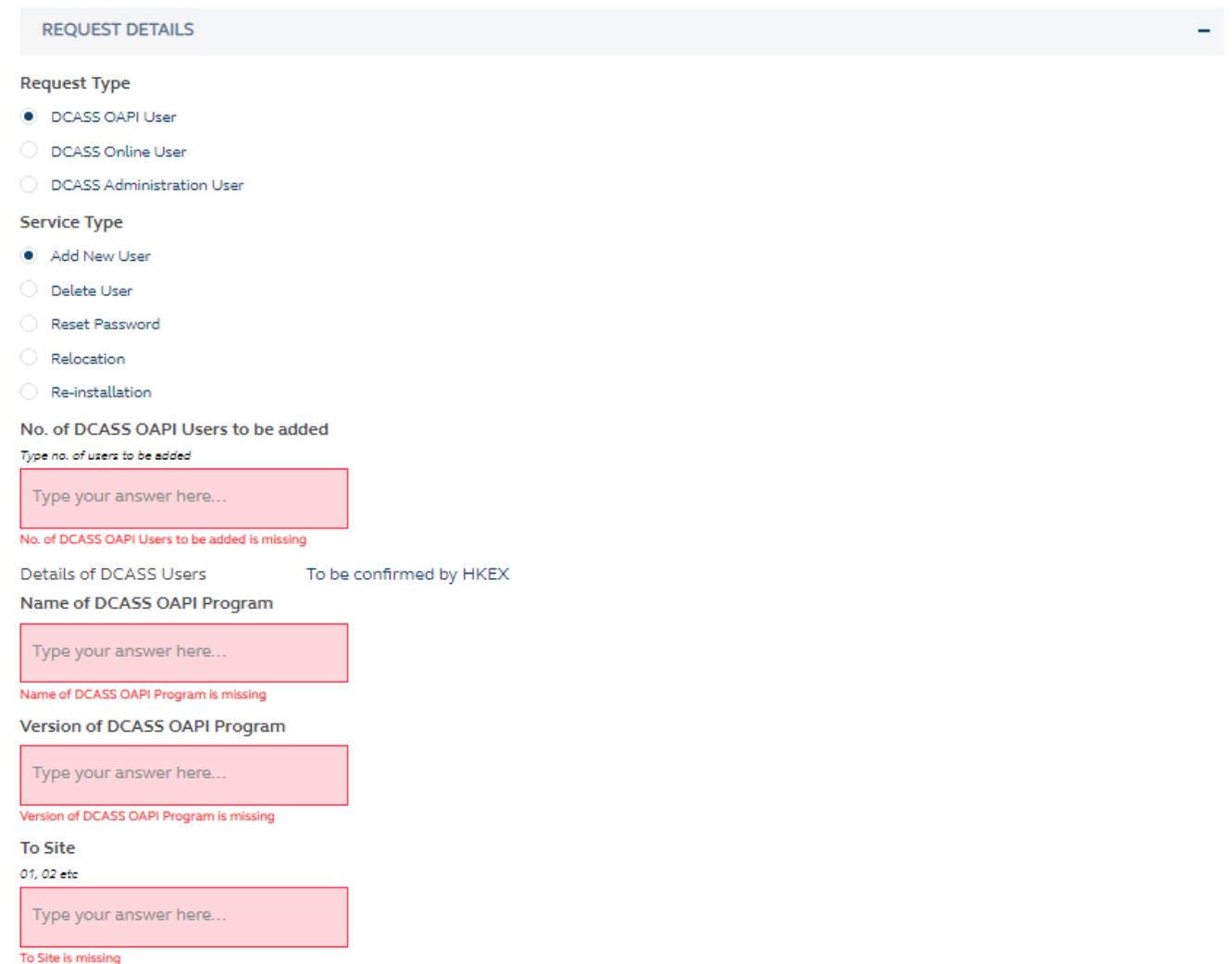
#### SAMPLE UX:

Users can expand all sections to view all the fields.



The screenshot displays the HKEX user interface for a DCASS user account maintenance request. The top navigation bar includes the HKEX logo, user information (Welcome, UB@ .com-), and the date (22-Nov-2019). The left sidebar lists various services, with 'Participation Management' selected. The main content area shows the title 'AC 2 DCASS USER ACCOUNT MAINTENANCE REQUEST TO HKCC / SEOCH' and a 'Reference Number' field. Below this, there are four expandable sections: 'COMPANY INFORMATION', 'REQUEST DETAILS', 'EFFECTIVE DATE', and 'CONTACT INFORMATION'. The 'REQUEST DETAILS' section is currently expanded, showing a list of radio button options for 'Request Type' and 'Service Type'. The 'Request Type' options are 'DCASS OAPI User' (selected), 'DCASS Online User', and 'DCASS Administration User'. The 'Service Type' options are 'Add New User' (selected), 'Delete User', 'Reset Password', 'Relocation', and 'Re-installation'. Below these options, there are four input fields, each with a red border and a red error message: 'No. of DCASS OAPI Users to be added is missing', 'Name of DCASS OAPI Program is missing', 'Version of DCASS OAPI Program is missing', and 'To Site is missing'. The 'To Site' field has a hint '01, 02 etc'. The right sidebar contains 'SAVE' and 'PREVIEW' buttons.

There is built-in validation on the data input.



The screenshot shows the 'REQUEST DETAILS' section of the form. It includes a 'Request Type' section with three radio button options: 'DCASS OAPI User' (selected), 'DCASS Online User', and 'DCASS Administration User'. Below this is a 'Service Type' section with five radio button options: 'Add New User' (selected), 'Delete User', 'Reset Password', 'Relocation', and 'Re-installation'. The 'No. of DCASS OAPI Users to be added' section has a hint 'Type no. of users to be added' and a red-bordered input field with the text 'Type your answer here...'. Below the input field is a red error message: 'No. of DCASS OAPI Users to be added is missing'. The 'Details of DCASS Users' section has a hint 'To be confirmed by HKEX' and a red-bordered input field with the text 'Type your answer here...'. Below the input field is a red error message: 'Name of DCASS OAPI Program is missing'. The 'Version of DCASS OAPI Program' section has a red-bordered input field with the text 'Type your answer here...'. Below the input field is a red error message: 'Version of DCASS OAPI Program is missing'. The 'To Site' section has a hint '01, 02 etc' and a red-bordered input field with the text 'Type your answer here...'. Below the input field is a red error message: 'To Site is missing'.

## FIELDS HIGHLIGHTS:

#	Field Name	Highlights
<b>COMPANY INFORMATION</b>		
1	From	- Display the Company name of the Participant
2	As	- Display the role of the Participant
<b>REQUEST DETAILS</b>		
3	Request Type <ul style="list-style-type: none"> <li>o DCASS OAPI User</li> <li>o DCASS Online User</li> <li>o DCASS Administration User</li> </ul>	- Field format: Radio button
4	Service Type <ul style="list-style-type: none"> <li>o Add New User</li> <li>o Delete User</li> <li>o Reset Password</li> <li>o Relocation</li> <li>o Re-installation</li> </ul>	- Field format: Radio button - Refer to description of field number 4 to 5 when “Yes” is selected
Request Type: <b>DCASS OAPI User</b> and Service Type: <b>Add New User</b>		
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 <ul style="list-style-type: none"> <li>o Via own SDNet line</li> <li>o Via HKEX Hosting</li> <li>o Via Application Service Provider (ASP)</li> <li>o Others</li> </ul>	- Field format: Radio button
10	Others	- Field format: Alphanumeric - Only applicable when “Others” is selected in field 9
Request Type: <b>DCASS OAPI User</b> and Service Type: <b>Delete User</b>		
11	DCASS OAPI Users to be terminated	- Field format: Alphanumeric
Request Type: <b>DCASS OAPI User</b> and Service Type: <b>Reset Password</b>		
12	Reset password for the following DCASS Users	- Field format: Alphanumeric
Request Type: <b>DCASS OAPI User</b> and Service Type: <b>Relocation</b>		
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 <ul style="list-style-type: none"> <li>o Via own SDNet line</li> <li>o Via HKEX Hosting</li> <li>o Via Application Service Provider (ASP)</li> <li>o Others</li> </ul>	- 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: <b>DCASS OAPI User</b> and Service Type: <b>Re-installation</b>		
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

**Section 4.2 (AC 2)**

Participation Management – DCASS User Account Maintenance Request To HKCC / SEOCH

#	Field Name	Highlights
23	Connection Type <ul style="list-style-type: none"> <li>○ Via own SDNet line</li> <li>○ Via HKEX Hosting</li> <li>○ Via Application Service Provider (ASP)</li> <li>○ Others</li> </ul>	- 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
<b>Request Type: DCASS Online User</b>		
26	Service Type <ul style="list-style-type: none"> <li>○ New User Creation for New CP</li> </ul>	- Field format: Radio button
27	To Site	- Field format: Positive integer
28	Connection Type <ul style="list-style-type: none"> <li>○ Via own SDNet line</li> <li>○ Via HKEX Hosting</li> <li>○ Via Application Service Provider (ASP)</li> <li>○ Others</li> </ul>	- Field format: Radio button
29	Others	- Field format: Alphanumeric - Only applicable when “Others” is selected in field 9
<b>Request Type: DCASS Administrative User</b>		
30	Service Type <ul style="list-style-type: none"> <li>○ Reset Password</li> </ul>	- Field format: Radio button
31	Reset password for the following DCASS Users	- Field format: Alphanumeric
<b>EFFECTIVE DATE</b>		
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”
<b>CONTACT INFORMATION</b>		
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.