2020 ANNUAL ATTESTATION & INSPECTION PROGRAMME



MARKET SURVEILLANCE & MONITORING POST TRADE

### **Agenda**

1 Overview of HKEX Rule Enforcement Framework

2 2020 Priority Areas

China Connect Northbound Trading

**Q&A: China Connect Northbound Trading** 

ii Client Margin Requirements

**Q&A: Client Margin Requirements** 

iii Risk Management

**Q&A: Risk Management** 



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### **HKEX Rule Enforcement – Key Principles**

#### **Prevention**

- Enhance industry understanding of HKEX Rules through:
  - ✓ Briefing sessions
  - ✓ FAQs, guidance notes, circulars and reminders
  - ✓ Compliance Roundtable
  - ✓ Chatbot ► LIVE ▼

#### **Detection**

- Identify non-compliance through daily monitoring and self-reporting by EPs / CPs
- Introduced Annual Attestation and Inspection Programme (since 2017):
  - ✓ Self-attestation of compliance with HKEX Rules
  - Onsite inspection

#### Correction

- Pursue corrective actions, depending on seriousness of breaches and violations:
  - Rectification measures
  - Disciplinary actions



### **Annual Attestation and Inspection Programme**

### Self-Attestation of Compliance

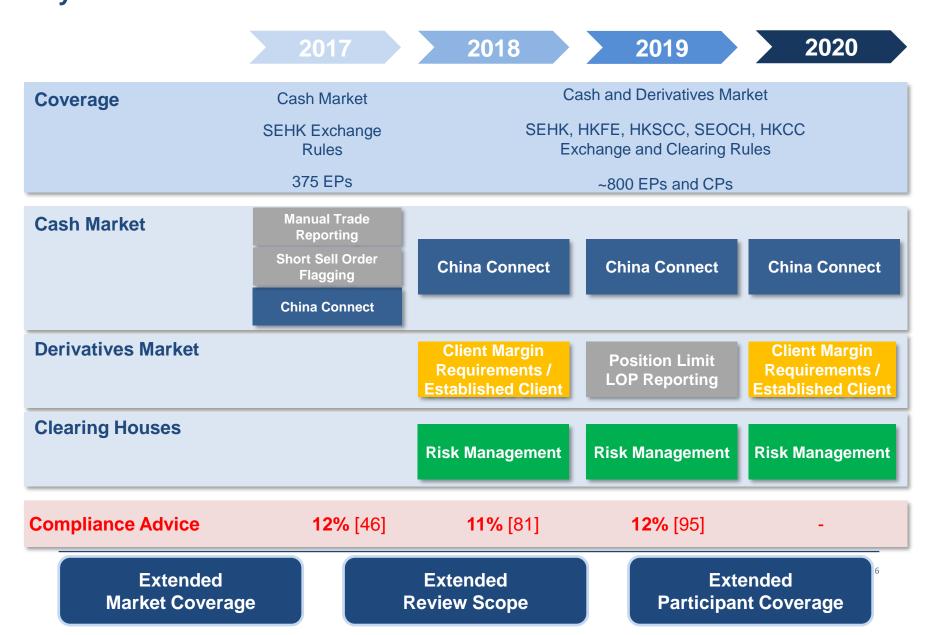
- Apply to <u>all Exchange</u>
   Participants<sup>1</sup> and Clearing
   Participants<sup>2</sup>
- Perform self assessment on compliance with relevant HKEX Rules
- Complete Self-Attestation
   Questionnaire prescribed by
   HKFX
- Submit the Questionnaire, along with any supporting documentation, via the Electronic Communication Platform (ECP)

#### **Onsite Inspection**

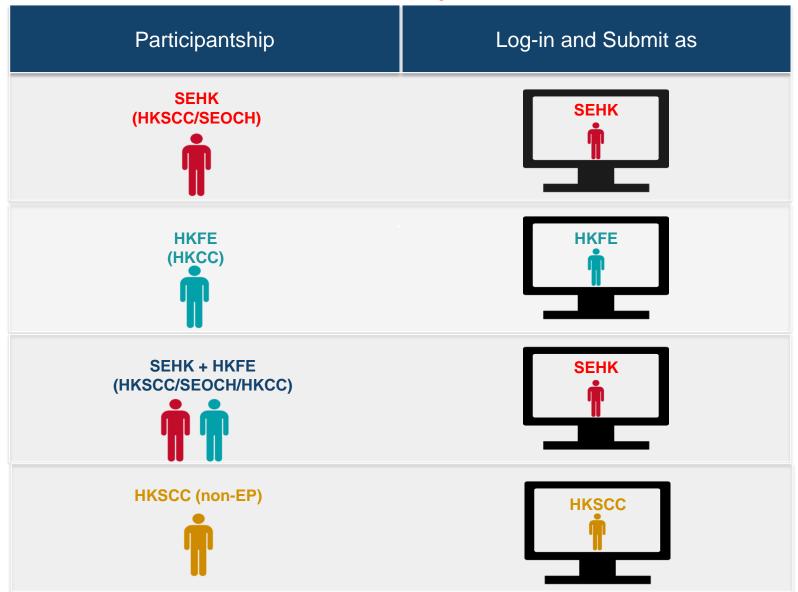
- Apply to <u>selected</u> Exchange / Clearing Participants based on risk assessment
- A more detailed evaluation of Exchange / Clearing Participants' compliance with the relevant HKEX Rules
- Inspectors will conduct Onsite Inspection at the participants' premises



# **Annual Attestation and Inspection Programme Key Focus Areas**

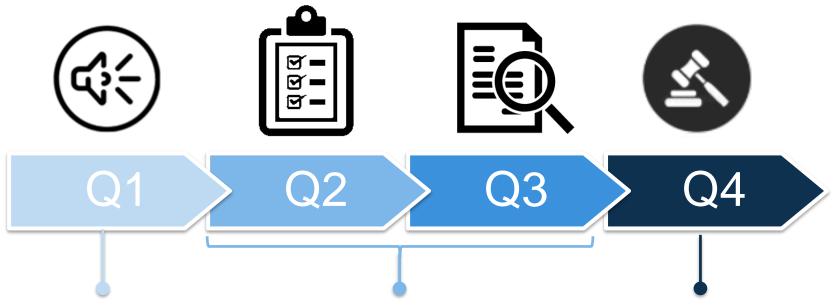


# **Submission of Self-Attestation of Compliance via ECP**





### **Programme Timeline**



#### Market Announcement

- 2020 Programme and Priority Areas
- Focus Group Meeting

# **Self Attestation of Compliance and Onsite Inspection at Participants' Offices**

- Participants Briefing Sessions
- Publish, review and follow-up on the Self-Attestation of Compliance
- Onsite inspection to be conducted in four batches (from June to October)

# Closing Meeting and Findings

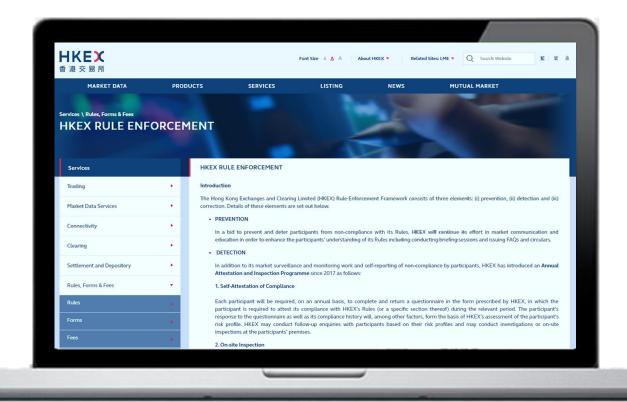
- Corrective Actions
- Guidance Notes
- Compliance Reminders



### **HKEX Rule Enforcement Designated Website & Email Account**



https://www.hkex.com.hk/Services/Rules-and-Forms-and-Fees/HKEX-Rule-Enforcement?sc\_lang=en





surveillance@hkex.com.hk





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#### **General Observations**

#### **Policies and Procedures**

### **Key Information**

- Comprehensive policies and procedures should be established to ensure ongoing compliance with the relevant rules and requirements.
- Regular review and revision should also be conducted to ensure they are consistent, effective and up-to-date.

### **Compliance Reminder**

#### **Common Deficiencies**

- Summarizes applicable rules and regulations, but lacked details on controls to ensure compliance.
- Inadequate on the policies and procedures coverage; some procedures set out details on part but not all of the controls / systems / order placing channels
- No regular review and revision

### **Training**

### **Key Information**

 To foster a culture of compliance, EPs should provide adequate and appropriate training to all its responsible staff, both initially and on an ongoing basis.

### **Compliance Reminder**

#### **Common Deficiencies**

- No adequate and product-specific training for responsible staff involved in the priority areas on regular basis i.e. both initially and on an ongoing basis
- Some merely relied on on-the-job training through sharing and coaching by senior staff members



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#### List of Enforcement Focus

#### **Common Deficiencies**

- 1 Broker-to-Client Assigned Number (SEHK Rule 1425A)
- Pre-trade checking and post-trade monitoring (SEHK Rules 14A06(4), 14B06(5), 14A06(9)-(10), 14B06(11)-(12), 14A17, 14B17, 1421(2), 1428(1), 1432 and 1433)
- Margin trading confined to Eligible SSE / SZSE Securities for Margin Trading (SEHK Rule 14A15, Rule 14B15)
- Investor eligibility requirement for trading in ChiNext shares (SEHK Rules 14B06(16)-(18))
- Risk disclosure requirements (SEHK Rule 14A10, Rule 14B10)
- Foreign investors shareholding limit (SEHK Rule 14A08, Rule 14B08)
- 5% shareholding disclosure requirement (SEHK Rule 14A09, Rule 14B09)
- Quota hogging (SEHK Rule 1428(1))
- 9 Turnaround trading (not allowed under SEHK Rule 14A06(4), Rule 14B06(5))
- Off-Exchange trades or transfers prohibited (SEHK Rule 14A12, 14B12)
- Trade Through Exchange Participant (SEHK Rule 590)
- Stock borrowing and lending (SEHK Rule 14A16, Rule 14B16)
- Naked short selling (not allowed under SEHK Rule 14A17, Rule 14B17)



#### Broker-to-Client Assigned Number 券商客戶編碼

#### **Key Information**

# A unique **Broker-to-Clients Assigned Number (BCAN)** should be

- (i) assigned to each of their clients who trade in China Connect Securities, and
- (ii) mapped to the Client Identification Data (CID) of that particular client.

#### **BCAN**

- One BCAN for one client (with one or more accounts, except for a joint account)
- For proprietary trading, different BCANs for each of the CCEP's / TTEP's affiliate
- One level down to Non-affiliate of CCEP / TTEP
- Assign to fund or fund manager depending on account opening arrangement
- Not bearing obvious link to a client's identity
- Kept confidential
- No change or re-use for another client

#### **CID**

- Individual name, ID issuing country, ID type and ID number
- Institution entity name, place of incorporation, ID type and ID number
- Ensure CID is accurate and up to date

#### **Compliance Reminder**

#### **Common Deficiencies**



Opt In Approach

While EPs are required to obtain written consent from their respective clients for assign BCANs to them, some EPs only provided their clients with 1-way notification



**BCAN Confidentiality** 

While BCANs are required to be kept confidential and prepared without obvious link to a client's identity, some EPs

- (a) used their clients' trading account numbers (in full or part) to form the BCANs, and
- (b) displayed the clients' BCANs in their internal trading system



#### Pre-Trade Checking 前端監控

### **Key Information**

Turnaround (day) Trade is **NOT** allowed

#### Should not sell stock acquired on the same day

- SEHK: pre-trade checks over the relevant EP's designated CCASS account/SPSA account
- EPs: pre-trade checks at individual client level to ensure that its client has sufficient securities to cover the sell order quantity before order placement

#### **Compliance Reminder**

Must put in place adequate and effective systems and controls (e.g. pre-trade checking at client level) to:

- i. prevent day trading
- ensure sufficient funds (securities) to settle the payment (settlement) obligation whether as principal or as agent
- iii. ensure accurate inputs of SPSA investor identification number for SPSA orders.

### Post-trade Monitoring 交易後之監控

### **Key Information**

Ensure compliance with all applicable laws with regard to the Northbound trading of China Connect Securities including but not limited to laws and regulations prohibiting insider dealing, market manipulation, price rigging, false trading or the creation of a false or misleading appearance of active trading on any China Connect Securities

#### **Compliance Reminder**

Reasonable and necessary system and controls to identify any abnormal trading behaviour or other misconducts. As a result of the home market principle, EPs scope of review should at a minimum cover:

- i. Large orders / trades
- ii. Unusual price movement
- iii. Frequent order cancellations



#### Margin Trading 保證金交易

#### **Key Information**

- Confined to the List of Eligible SSE/SZSE Securities for Margin Trading
- Subject to "margin trading indicator" (單隻股票的 融資監控指標):

Suspension: 25%,

Resumption: Drop below 20%



#### **Compliance Reminder**

- Ensure clients are informed of the scope of services provided to them
- Effective measures in place to ensure
  - i) margin trading is confined to the List of Eligible SSE/SZSE Securities for Margin Trading (i.e. the margin financing arrangement should not be provided on a portfolio basis, or allow client, by virtue of the aggregated collateral values of all securities held in his/her portfolio, to purchase securities including China Connect Securities which may not confined to those included in the List of Eligible SSE/SZSE Securities for Margin Trading);
  - for buy orders, the relevant stock is not under margin trading suspension at the time of order placement.
- Ensure clients' understanding and awareness on the restrictions, requirements and conditions applicable to Margin Trading



Margin Trading Indicator:

#### Investor Eligibility for Trading in ChiNext Shares 買賣深圳創業板投資者資格規定

### **Key Information**

 Institutional Professional Investors 機構專業投資者 (IPI)\* only

Existing SZSE stock codes: ChiNext Market start with "300"

300XXX

	Apply to ultimate client level
CCEPs' direct client is the ultimate client	Υ
CCEPs' direct client is a corporation licensed for Type 9 regulated activity, or a person carrying on the business of the provision of asset management services and regulated under the law of any place outside Hong Kong	N
CCEPs' direct client is any other type of intermediary client	Y

#### **Compliance Reminder**

- Client agreement should contain sufficient provisions covering the trading of ChiNext stocks including the risks involved
- Effective controls on pre-trade and post-trade level to ensure compliance with the investor eligibility requirement for trading in ChiNext shares including but not limited to
  - i) assess the clientele of intermediary clients;
  - regular review on the IPI status of their clients; and/or
  - iii) regular and appropriate post trade review which covers all clients including the underlying clients of intermediary clients.
- CCEPs should already have appropriate controls in place to prevent non-compliance with the relevant requirements and necessary measures and prior arrangements with their clients to rectify breaches e.g. requesting the non-IPI to unwind positions of ChiNext shares as soon as possible
- In case of violations: self-report to SEHK & rectify breaches promptly



### Client Agreement & Risk Disclosure requirements 客戶協議及風險披露

### **Key Information**

Ensure clients (including but not limited to client which is an affiliate of CCEP/TTEP) acknowledged and are aware of the differences in the restrictions, requirements, conditions and risk associated with Northbound trading of China Connect Securities, as well as the scope of services available to clients.

### **Compliance Reminder**

- Should include in client agreements or other account opening documents sufficient provisions covering Northbound trading of China Connect Securities including the risks involved.
- State clearly the scopes of services provided to the clients and the corresponding terms and conditions where appropriate.



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### **List of Enforcement Focus**

- 1 Established Clients Assessment
- 2 Exclusive Day Trader Assessment
- 3 Client's Minimum Margin
- 4 Margin Call Policies & Procedures

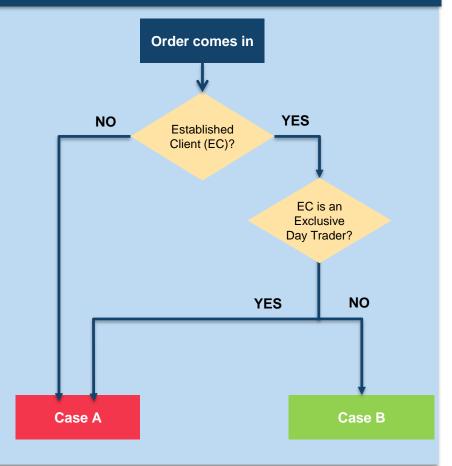


#### **Overview**

#### HKFE Rules 617 and 619

- Case A
   Duty of EPs to ensure that sufficient collateral to cover the minimum
  - margin requirements is received from a Client before establishing any new positions for that Client (HKFE Rule 617(a))
- Case B
  - established Client even though adequate collateral to cover the Client's minimum margin requirement has not been received provided that such established Client satisfied certain requirements.

    (HKFE Rule 617(b))
- Duty of EPs to monitor Clients' ability to meet margin calls and notify the Exchange of any failure / default (HKFE Rule 619)





#### Established Clients Assessment

### **Key Information**

- 1) A record of consistently meeting margin obligation
  - i. For existing clients, the trading relationship and settlement pattern with the EP or its affiliates
  - ii. For new clients, letters, trading records and statements or other formal documentation issued by other licensed or regulated entities
- 2) A record of sound financial position
  - Internal or publicly available documents including bank statements, securities account statements, account opening documents, audited financial statements and credit rating reports; and/or any statements that prove the credit or financing facility available to the Client

### **Compliance Reminder**

- Failure to **conduct full review** by 1 Jan 2018 to ensure those classified as established Clients meet the criterion set out in the circular "Margin Requirements under Rule 617" dated 22 Jun 2017
- Failure to use adequate and appropriate records when assessing the eligibility of established Clients
- Failure to maintain proper documentation on the assessment of and approval for established Clients
- Failure to issue initial margin call to established Clients on T-day
  - EP must issue a call for the amount of minimum margin within T-day, including those with day-end net equity balance above the maintenance margin but below the initial margin requirement
  - The minimum margin is due asap but in no event later than the next business day
  - EP should not permit any Client to establish new position if the Client has overdue margin call



#### Exclusive Day Trader Assessment

### **Key Information**

Scenarios where an Established Client NOT considered as an Exclusive Day Trader

Scenario 1: No Day Trade during the preceding one month

Scenario 2: Has Day Trade during the preceding one month but satisfy both conditions below

- A. Held overnight positions for at least
  - 10 Business Days during the preceding one year; or
  - > 1 Business Day during the preceding one month
- B. Minimum margin requirements (per contract) applicable to the overnight positions is greater than or equal to minimum margin requirement (per contract) of the proposed Day Trade

### **Compliance Reminder**

- i. For **Scenario 1**, EP would have satisfied the relevant requirements if such Client did not transact any trade during the preceding one month's period
- ii. For Scenario 2, some requirements were not properly interpreted or implemented
  - EPs used calendar day instead of **Business Day** in counting the number of days for overnight positions [Condition A]
  - EPs failed to ensure that the minimum margin requirements (per contract) applicable to F/O Contract in respect of each of the overnight positions are the **same or higher than** that of the relevant Day Trade. [Condition B]
  - EPs failed to conduct the required assessment on an on-going basis.



#### Client's Minimum Margin

### **Key Information**

Under "System Readiness in relation to the Revised Client Margining Methodology for Derivatives Products" dated 28 September 2016, The client margin should be set at 1.33 times of the clearing house margin at minimum.

# Under "Omnibus Accounts – Margin Requirements" dated 7 December 1993,

All omnibus accounts must be maintained and margined on a **gross** position basis.

#### Under HKFE Rule 617 (a),

EPs shall not transact F.O. Business for any Client until and unless the EP has received from that Client collateral adequate to cover that Client's minimum margin requirement. <sup>1</sup>

### **Compliance Reminder**

Failure to apply **accurate** Client's minimum margin rates

Some EPs miscalculated clients' minimum margin due to misinterpretation of the client margining methodology or operational shortfalls

Inadequate controls to ensure **gross** margining on Omnibus Account

Some EPs inadvertently netted the positions of underlying clients of Omnibus Account

Allow Client whose account does not have sufficient collateral to establish new positions

- Some EPs allowed clients to verbally commit in making fund transfer
- Some EPs considered the Client's assets held in his/her non-HKFE accounts maintained with group affiliates



Minimum margin rates determined by HKEX are for EPs' financially strongest clients



#### Margin Call Policies & Procedures

### **Key Information**

Under HKFE Rules 619(a) and (b), EPs are obliged to monitor continuously their Clients' ability to meet any margin calls and demands for variation adjustment, and notify HKFE\* in the event any Client has failed to meet two or more successive calls which in aggregate exceed HK\$150,000.

Such monitoring and reporting should **CONTINUE** on each Business Day subsequent to the initial notification until the aggregate amount of default falls below the said amount.

In case the positions have been **LIQUIDATED**, EPs are still required to make the relevant notification to HKFE.

### Compliance Reminder

#### Settlement of margin call

- i. Maintenance margin call can be met by a subsequent increase in the equity balance of the account up to the corresponding initial margin requirement
- ii. An initial margin call for established Clients can be cancelled if the positions are opened and closed out within the same T Session or within the same T+1 Session (i.e. day trades)

#### Proper arrangements and adequate guideline

- i. Specifying the timeframe for margin call issuance and settlement deadlines in the policies and procedures
- ii. Clear designation of responsible personnel
- iii. Proper maintenance of margin call records



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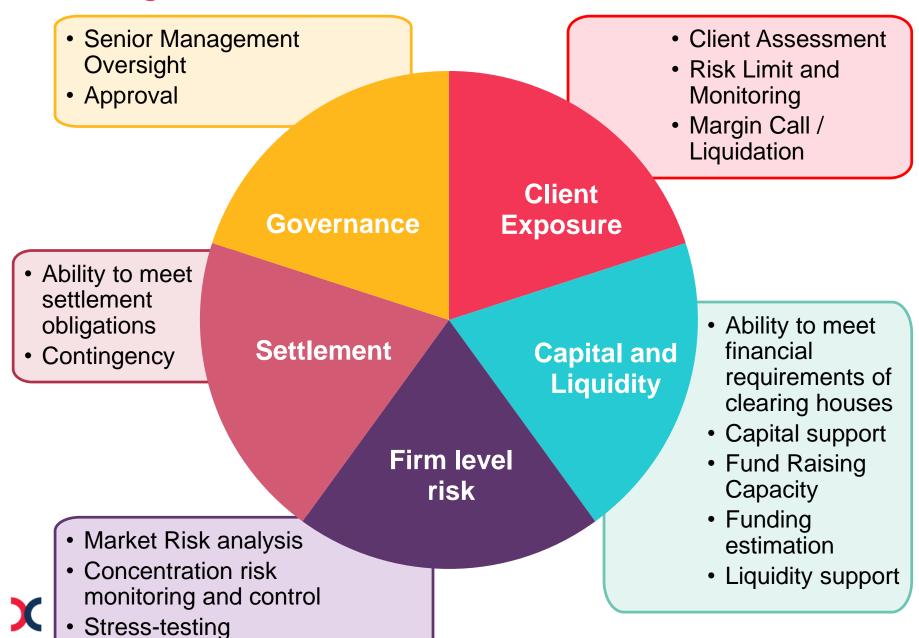
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#### Issues and actions

Financial Soundness Issues (e.g. increasing loss, deterioration of liquid capital)

**Operational Issues (e.g. late payment)** 



### Examples of action taken by Clearing House:

- 1. Risk Management Measures (including reduction of position limits and collection of additional collateral)
- 2. Disciplinary Actions (e.g. fine)
- 3. Others (e.g. suspension)



#### List of Enforcement Focus

- 1 Stress Testing
- Credit Exposure and Positon Management (including Capital Based Positon Limit) New
- 3 Settlement Control and Monitoring
- 4 Notification of Change in Operations and Risk Control Plan
- 5 Risk Governance and Operational Capability
- Business Continuity and Contingency Arrangements (including e-banking authorisation) New
- Non-Clearing Participant Management (for General Clearing Participant) New



#### Stress Testing

# **Key Information**

Stress Testing of **non-linear products** (eg. options) is crucial since the losses of non-linear products increase exponentially under extreme scenarios.

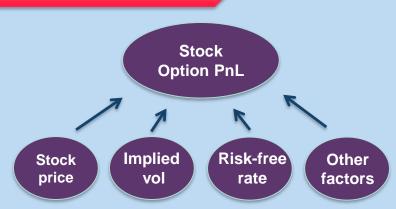
#### **Linear Products**

Stock price



Stock PnL

#### Non-linear Products



### **Compliance Reminder**

CPs are required to have **proper stress testing** for its own or clients' exposure on HKEX's products, especially on **non-linear products** 

CPs are expected to implement and conduct stress testing regularly and at least on a **weekly basis**, to evaluate the maximum potential loss under extreme but plausible market conditions (e.g. +/- 20% of market movement).

Proper stress testing policies and procedures should clearly set out:



Methodology



Frequency



Review and escalation mechanism



# Credit Exposure and Positon Management (including Capital Based Positon Limit)Management

#### **Key Information**

**Client limits** (e.g. position limits, credit limits and/or trading limits) are imposed by CPs on their clients for controlling their client exposure.

CPs shall implement appropriate and adequate monitoring arrangements, which include inputting the limits assigned to clients into the system for continuous monitoring.

### **Compliance Reminder**

Lack of sufficient and effective monitoring and control on credit exposures

#### **Common deficiencies**

- CPs had not implemented any system to monitor their clients' positions against limits for their clients
- CPs had allowed clients to transact above the predefined limits and based on their clients' available fund instead
- Policies and procedures in relation to the treatment of outstanding loan payments were inadequate, where follow-up, escalation and provisioning/ write-off of such loans were nor clearly set out
- Client limits, once granted, were not subject to regular review.



### Settlement Control and Monitoring

### **Key Information**

CPs should put in place adequate and comprehensive **internal controls** and procedures governing the settlement process.

#### **Examples**



A **checklist** with maker-checker signoff over key settlement steps



A **system dashboard** monitoring the timeliness in completing each key settlement steps with automatic escalation alerts

CPs should ensure that their staff has **adequate and up-to-date knowledge** on operational risk and control, payment obligations and the consequences of failure in meeting the obligations of the Clearing Houses.

#### **Compliance Reminder**

Inadequate monitoring and controls over Settlement
Operations for ensuring the timely completion of
steps essential to fulfill the settlement obligation

#### Common deficiencies



Inadequate holiday backup arrangement of settlement and accounting officers



Insufficient e-banking authorization



Insufficient contingency funding channels (e.g. buffer, overdraft lines and FX facility)



In review of funding sufficiency

CPs rely on **internal position data** (instead of Clearing Houses' data/report) during the funding forecast/ arrangement process



CPs may **fail to capture errors** caused by internal system or manual process (eg. incorrect/ incomplete positions net-down in HKCC/SEOCH)



Incorrect forecast of the settlement amount and may result in payment failure



### Notification of Change in Operations and Risk Control Plan

### **Key Information**

CPs should **notify** the Clearing Houses of any change in the details supplied at the time of admission

#### **Examples**

✓ Updated risk and control documents when engaging in new business activities such as proprietary trading and margin financing

### **Compliance Reminder**

**Failure** to **notify** the Clearing Houses when there is a **change** in operations and risk control



# Risk Governance and Operational Capability & Business Continuity and Contingency Arrangements

### **Risk Governance and Operational Capability**

#### **Key Information**

CPs should impose a **proper risk governance framework**, which includes establishment of **a risk management committee** for exercising senior
management oversight over key risk areas, including

- Treatment of credit risk
- ✓ Control of concentration risk
- Monitoring of sufficiency of liquid capital

### **Compliance Reminder**

**Inadequate** controls in relation to **Risk Management Governance** 

#### Common deficiencies



CPs did not keep proper meeting records/reports

### **Business Continuity Plan and Contingency Arrangements**

#### **Key Information**

CPs should develop and maintain a business contingency plan to cope with disruptions that may impair CPs' ability to meet settlement obligations

#### **Compliance Reminder**

Inadequate arrangement in place to ensure its fulfillment of the Clearing Houses' settlement obligations under contingency situation



### Non-Clearing Participant Management (for General Clearing Participant)



### **Key Information**

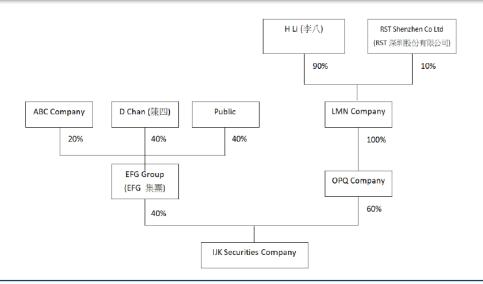
General Clearing Participant ("GCP") should **implement** control to manage its relations with Non-Clearing Participant ("NCP"), which includes:-

- ✓ criteria to be used in the approval of new NCP and the credit assessment process
- determination of NCP's trading and / or position limit(s) and the associated control and monitoring process
- collection of marks, margin, Mainland Settlement Deposit and Mainland Security Deposit from NCP (HKSCC GCPs)
- ✓ margin policies and monitoring procedures for your NCP clients (HKCC/SEOCH GCPs).
- ✓ procedures, in case of NCP default, to handle any remaining positions of the default NCP
  and notice to the Exchange of the default NCP
- procedures in relation to termination of the clearing agreement of NCP



### **Information Update**

- 1. Contact Update (including emergency contacts)
- 2. Shareholding Structure Update
- 3. Notification of update of shareholding chart New
- 4. Organisation Chart Update (including directors, senior management, ROs, department heads)
- 5. Resources and Staff Experience





### Notification of update of shareholding chart



### **Key Information**

CPs should provide to Clearing Houses an updated shareholding chart\*:-

- √ 1. on an annual basis (via annual attestation)
- ✓ 2. as soon as reasonably practicable subsequent to any reorganisation of its corporate group
- √ 3. as soon as reasonably practicable following a change (direct or indirect) of 10% of more in the share capital or voting rights

For filings following shareholding change under (2) or (3) above, information should be submitted to <a href="mailto:ClearingCreditRisk@HKEX.COM.HK">ClearingCreditRisk@HKEX.COM.HK</a> using the template provided in the attestation submission pack

\*Reference: HKSCC Rule 1703(viii), HKCC Rule 214A(a) and SEOCH Rule 403F



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