

LMEsmart GUI Guide for RIBs

Version 1.4

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Change History

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1.3	18 Feb 2025	All	Misc updates for: RIB Trade Entry RIB Trade Management RIB Trade History RIB Permissions
1.4	17 Jun 2025	5.4	Clarification on when to use withdraw, reverse and reverse and correct actions

Associated Documents

Ref	Title	Source	Version	Date



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1 Introduction

This document provides a guide for Registered Intermediating Brokers (RIBs) in how to use the GUI of the LME's matching service (LMEsmart). LMEsmart provides a post-trade registration and matching service for LME venues. It includes specific functionality to allow RIBs to register Agreed Trades that they arrange between their Clients for clearing by those Clients' elected Clearing Members. For the avoidance of doubt, RIBs cannot become a party to any LME transaction, and cannot take a position (in their capacity as a RIB) in an LME Contract in their own name.

This guide covers how RIBs can register trades via the GUI and receive updates on the status of those trades as they are accepted or rejected by the clearers involved. The guide also covers the functions available to carry out various administrative tasks.

The GUI is a web site accessible on a URL as provided by the LME over LMEnet services. It is currently supported on the following browsers:

- Google Chrome (100.0.4896.127)
- Microsoft Edge (100.0.1185.50)

The GUI should work on later versions of the above two browsers; but has not officially been tested on these. If there is an issue with functionality on the above versions or later versions of the same browsers then it should be logged with the LME Helpdesk. The GUI may work on other browsers, but it is not officially supported on other browsers so any issues on non-supported browsers should not be logged with the LME Helpdesk.

The GUI provides the following key screens, each of which is discussed in more detail in the following sections:

- Trade Entry Process Overview
- Login
- Trade Entry
- Trade Management
- Trade History
- Reference Data
- User Management
- System Management

Note that which screens and functions are available are controlled by a specific user's role so not all of the above are available to all users. Which screens are accessible to which role is discussed in more detail in each section.

2 Trade Entry Process Overview

The LMEsmart GUI allows RIBs to register agreed trades that they arrange between their Clients for clearing by those Clients' elected Clearing Members.

RIBs must establish the RIB Scope of Authority (as defined in Regulation 2.12 of Part 3 of the LME Rulebook) before they arrange any trade on behalf of a Client. The Client's' Clearing Member must also use the LMEsmart GUI to permission the RIB accordingly on the Client's account. Any such granting of permission will take effect immediately (as will any revocation of permission).

Once this has been done, the process for the RIB to enter a trade is:

- Login to the LMEsmart GUI
- Go to the Trade Entry screen
- Enter the details of the trade (see section 4 for more details)
- Submit the trade

If the trade passes validation then the Clearing Member(s) will need to accept their side of the trade before it can proceed to matching and clearing. The status of any entered trade can be viewed from the Trade Management screen (see section 5).

If the trade fails validation or is rejected by the Clearing Member(s) then the RIB should work with the relevant Client(s) and Clearing Member(s) to arrange for the trade to be re-submitted.

3 Login

A user account is required to login to the LMEsmart RIB GUI.

The LME will initially setup one or more administrative user accounts for RIB members. The RIB member should contact Inter-office trading at <u>posttradeoperations@lme.com</u> to arrange this. Thereafter, RIB members are responsible for creating other new user accounts as required – see section 7 for more details on creating new user accounts. RIB members are responsible for ensuring that the list of users with access to LMEsmart is kept up to date, e.g. if any members of staff leave the RIB then their LMEsmart account should be deleted if they had one.

On the first time of using the GUI on a given browser, the user will be presented with a prompt to accept the cookie policy. Once this has been accepted one time then the user will then always be taken directly to the *Login* screen on accessing the GUI, i.e. they do not have to accept the cookie policy again. The *Login* screen is shown below.

Figure 1 - Login Screen

C LME An HKEX Company	LMEsmart	System date: 26/07/2016 Login
Username Password	Submit	
	I've forgotten my password	
LME Helpdesk +44 (0)20 7264 5555 Imehelpdesk@Ime.com		

The user should enter their username and password and click *Submit* to login. On successful login the user will be taken to the *Dashboard* screen (see next section).

If the user has forgotten their password they should click the "I've forgotten my password" link and follow the instructions that will enable them to receive a reset link via email.

User accounts can only be used by one user; if an attempt is made to login with an already in use account then the user will be prompted to logoff the other session.

Login credentials are confidential and must not be shared between users.



4 Trade Entry

The *Trade Entry* screen allows users to register new trades. Users with the following roles have access to this screen:

- Member Super User
- Member Input

This screen is only accessible when the LMEsmart system is in the Open state (typically between 01:00 and 20:00).

An example of the *Trade Entry* screen is shown below.

Figure 2 - Trade Entry Screen

Trade Entry	Trade Management	Reference Data +	User Management	Trade History	System Management •	Help					
TRADE EN	ITRY										
						luwer			Seller		
		Trade Date: 12/02/0024	1.	0	Cestamar		v : 0	c	eshimore .	v · 0	
		Time:)·	0	Clearer.				Gearer:	÷	
		Template: #	¥)*	0	Trader				Trader:	1	
		Price Type	¥		Account		.0		Account:	• 0	
		Market	¥)*	0	Private Raft		0		rate Ref.	0	
		Contract	¥ .	0							
		Volume (folis):		0							
		Traded Price:									
		Table Pressue									
		California	~								
		Volution 1		Ť							
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		Inderlying Price									
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		Cancel Link Id.									
					Add (E	ttar; Cancel	Invert Positions				
Common	38 397	WC 10	AV 555	11	W		15	W 62 55	Buyer		
# IB Member	Trade Date Time Tomp	late Price Type Ma	rket Contract Volum	e Traded Price	e Traded Premium Strike	Call/Put Vol	stility Prompt/Expiry	Strip Start Date End Date	Underlying Price	e Cancellation Flag Cancel Link Id	Buying Customer
>	S 5		- 18 - 12 -		12 (S. 27				a		

The screen is split into two main sections:

- Entry Panel the area with a light yellow background in the screen shot above. This is where the user enters the details of the trade. The screen allows for entry of both halves of the trade i.e. both buyer and seller details. The user can tab between fields in the entry area for speed of entry.
- **Trade List** each row represents an outright trade or the leg of a carry trade. The user can enter multiple outrights and/or carries before submitting the entire contents of the trade list to the matching system. If the user clicks on a row in this list then the details will be shown in the *Entry Panel* and can be edited there (if the trade has not yet been submitted). See section 4.3 for more on editing a trade.

4.1 Entering an Outright

To enter the two halves of an outright trade the user must first select the the template to use for entry by selecting one of the following from the *Template* field:

- F (Future)
- T (Traded Option)
- A (TAPO)

The template selected controls which fields are available for input and which fields are mandatory. Fields that are mandatory for a given template are marked with an asterisk on screen once the template is selected.

Appendix A outlines the full field entry requirements for each template and trade type.

Once the template is selected the user should then enter data in each input box as appropriate. The user can tab between each input box and use the drop down controls to select items where drop downs are available. Where a drop down is available the user can also just type in the value, e.g. the user can just type "CAD" into the *Contract* input box rather than selecting this from the drop down.

As the user enters values they will appear in the corresponding columns in the *Trade List* in the bottom row as shown below. For example in this case the user has just entered the Market (LME) which shows in the list, but not yet the Contract so this is empty in the list.



Figure 3 - Entering an outright

Once the user has entered all the necessary values they can then either press enter or click on the *Add (Enter)* button. This indicates the user has finished entering that trade and creates a new empty template for entry in the *Entry Panel*.

Note that nothing has been submitted to the matching system at this point. The trades are just held on screen in the *Trade List* until the user clicks on the *Submit* button (see below).

If the user decides they do not wish to add the entry from the *Entry Panel* then they can click *Cancel* to stop adding the new trade half rather than clicking on *Add (Enter)*.

4.2 Entering a Carry

The general principle for entering a carry is to enter a single row with the *C* (*Carry*) template which contains the detail of the trade half and also represents the first leg of the carry and then multiple rows with the *L* (*Leg*) template which only contain detail that is different in that leg (i.e. price, volume, prompt, buyer/seller). The legs do not need to be entered in any order (however the system may automatically re-order the legs at another stage).

For example to enter a two-legged carry the sequence of actions is:

- Select C (Carry) in the Template field in the Entry Panel.
- Enter the details of the trade half including the first leg of the carry in the Entry Panel.
- Press *Enter* on the keyboard or click on the *Add (Enter)* button.
- Select *L* (*Leg*) in the *Template* field in the entry panel.
- Enter the details of the second leg of the carry in the Entry Panel.
- Press Enter on the keyboard or click on the Add (Enter) button.

This results in the following on screen:

Figure 4 - Entering a carry

ſ		Common													
	#	IB Member	Trade Date	Time	Template	Price Type	Market	Contract	Volume	Traded Price	Traded Premium	Strike	Call/Put	Volatility	Prompt/Expiry
Γ	1	IB1	12/02/2024	18:05	С		LME	CAD	5	4000					3
[2	IB1			L				5	4000					3
	▶*	Copy down (F7))												

As with entering an outright, nothing has been submitted to the matching system at this point. The trades are just held on screen in the *Trade List* until the user clicks on the *Submit* button (see below).

When entering a carry, the user may make use of the *Invert Positions* button, which switches the Buyer and Seller details for the trade entry row which is currently being edited.

4.3 Editing entered trades

If a trade has not yet been submitted to the matching system then it can be edited. To edit, the user must select the row, and its values will populate the *Entry Panel*. The user can then change these values and the *Trade List* will update as appropriate. The system gives a visual clue that the user is editing an existing row by colouring the *Entry Panel* in a different colour when doing this as shown below. In this example the user has selected the first row (for AHD) for editing.



Figure 5 - Editing a trade



When editing a row two additional function buttons are available:

- Revert Changes to lose any changes made since row was first selected.
- Delete Row to remove the specific row from the trade list

Page Up and *Page Down* keys can be used to open the row above or below the currently selected item. These keys will only work if no changes have been made since the trade half was opened using the entry panel.

4.4 Copying entered trades

If the user wishes to enter a trade similar to the last one they entered they can use the copy down function to take a copy of the last row in the *Trade List* and then edit this as described above.

This can be done in two ways:

- By clicking on the copy down button at the bottom of the Trade List
- By pressing the F7 key on the keyboard

4.5 Deleting entered trades

If a trade has not yet been submitted to the matching system then it can be deleted.

This can be done in two ways:

- By selecting the row for edit and using the Delete Row button in the Entry Panel
- By clicking delete next to the row in the Trade List

4.6 Submitting trades for matching

To submit the entries in the *Trade List* to the matching system the user should click on the *Submit* button. The GUI will then attempt to submit all the trades in the table that are not yet submitted.



The system will carry out validation on each trade and if this is passed then the trade will go into the PENDING ACCEPTANCE state. Rows that have been successfully submitted will be shown in green in the trade list with "submitted" next to them. The user can no longer edit these trades in any way from the *Trade Entry* screen. They will also be visible from the *Trade Management* screen. An example of successfully submitted rows is shown below.



Figure 6 - Successful submission

If a given trade fails system validation then it will remain on the trade list and any error will be flagged to the user in the form of red highlighting and an explanation of the error when the user clicks on the affected field. An example of this is shown below where the user has entered an invalid price. A trade that has failed system validation will be in the REJECTED state and will be visible on the *Trade Management* screen.







Note that to aid the user some simple validation of entry is done at the GUI interface and feedback provided immediately on screen (before the user submits). In this case the trade is not in the REJECTED state as it has not yet been submitted to the system.

If a given trade fails validation then the GUI will still carry on and attempt to submit other trades in the *Trade List* that are not yet submitted, i.e. the user may end up with a combination of successfully submitted rows and rows that failed validation as shown below. In this example the 2nd row has failed validation because of an invalid price, whereas rows 1 and 3 were submitted successfully.





The user can correct any errors in non-submitted trades and attempt to submit again by clicking on *Submit* again.

4.7 Clear All

To clear the *Trade List* the user can click on the *Clear All* button at the foot of the screen. This will remove all entries in all states from the *Trade List*, i.e. it will clear both submitted and non-submitted entries.

4.8 Entering a correction/reversal

The ability to reverse and/or correct a previously submitted trade is available from the *Trade Entry* screen. This functionality is generally intended to be used when the trade date of the trade in question is not today, and therefore the module is no longer available on the *Trade Management* screen (from where users can also perform a reversal and/or correction, see **5.4.2** and **5.4.3**).

The **Cancellation Flag** field on the *Trade Entry* screen should be set to '**C**' for a correction. Following the selection of this value, the **Price Type** and **Cancel Link Id** fields (which were previously unavailable) will now be configurable and should be set. The **Cancel Link Id** which is entered should match one of the **Trade Module Ids** from the original trade. Any corrections which



were intended to be made to the original trade can now be performed in the corresponding fields. In this example, the Volume field has been adjusted.

Figure 9	- Entering a	a correction
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TR	ADE EN	NTRY																			
												Businer						Saller			
				1	unte Date: 12/02	0024				0	estorner (Antai Ca		1.0			0.	tomer Adapt ins		8	
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				3	Template: 1			7.0			Trader: 1	Int. Mass						Tradet Line Smith			
				P	for Type: Come				S	,	Account I	1111 123 4	ui :	¥ .0			A	C 1222 121 M2		8	
					Market LAST	-		7.0		Pris	ate Ref.			0			Print	te Ref		0	
					Contract (ran)			7 . 6			0.95.0							Sector Sector			
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					Tave		1					atest 1		and Decilines							
											7400 (E	CONT.)	ance	Ver Costorio							
	Common																	Buyer			
	IB Member	Trade Date	Time	Template	Price Type	Market	Contract	Volume	Traded Price	Traded Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Strip	Start Date	End Date	Underlying Price	Cancellation Flag	Cancel Link Id	Buying Customer
	101	12/02/2024	10.44		Ourset	LME	CAD	90	1000		1000	and the second second		3	Ne	Contraction of the	1		0	1-20240212-00000008-1	Metal Co

Once the user has entered all the necessary values, they can then either press enter or click on the *Add (Enter)* button. This indicates the user has finished entering that correction/reversal and creates a new empty template for entry in the *Entry Panel*. As with entering an outright or a carry, nothing has been submitted to the matching system at this point. The trades are just held on screen in the *Trade List* until the user clicks on the *Submit* button.

Figure 10 - Submitting a correction/reversal



The above steps should also be followed for a reversal, with the main difference being the **Cancellation Flag** field being set to '**R**' instead. Once the **Price Type** and **Cancel Link Id** fields are set, the remaining fields can be configured to be the opposite values that made up the original trade, in order to effectively cancel it out. This can be performed by entering the details of the original trade, followed by pressing the *Invert Positions* button.

Figure 11 - Entering a reversal



Note that no validation takes place with regards to the **Cancel Link Id** matching the **Trade Module Id** of one of the modules from the original trade. In addition, no checks will take place to confirm that the values entered in the fields are indeed a reversal of the original trade (if a reversal is intended). Therefore, it remains up to the user to ensure that the values that have been entered are accurate.

5 Trade Management

The *Trade Management* screen allows users to view lists of trade halves entered on the current day and apply filters and sorting to these. Users with the following roles have access to this screen:

- Member Super User
- Member Input
- Member View Only

An example of the view is shown below.

Figure 12 - Trade Management Screen

RIB TRAD	E MANAGE	MENT																		
	Columns																	± Exp	ot	
RIB TRADE N	ODULE DATA																			
LTHE Member	OTrade Module M	LtTrade Date	itme.	11 State	ITrade State	LifRejection Rea	ItContract Type	17Market	I†Contract	It Volume (ItTraded Price ItTraded Pre	175mins	litc#	Itvoustry Iter	 itUndertyi	L‡Cancellation	It Cancel Link	Liferice 7 ₁		
61	1-20240213-00000003-2	13/02/2024	00 42 00 000	Panding Ad.	Panding Acceptance		,	LME	CAD	5	1000			214				Current		Actors
61	1-20242213-00000003-1	19/02/2024	00-42-00-000	Pending Ac	Pending Acceptance			LINE	CAD	4	1000			34				Current		Actions
101	1-20242213-00000002-2	10/02/2024	09.42.00.000	Pending Ac.	Pending Acceptance		1	LME	CAD	.t.:	1000			214				Ourset -		Actors
(81	1-20240213-00000002-1	13/02/2024	09-42:00:000	Pending Ad.	Pending Acceptance		+	LME	CAD	1	1000			214				Current		Actional
101	1-20240213-00000001-2	10/02/2024	09.42.00.000	Pending Ac.	Pending Acceptance		1	LME	GAD	3.5	1000			214				Ourset -		Actions
81	1-20240213-00000001-1	13/02/2024	09.42.00.000	Pending Ac.	Pending Acceptance		+	ÚME -	CAD	1	1000			314				Current		Actors

Each row in this list represents one side in a single leg of a trade, i.e. a two-leg carry trade will consist of two rows for that side. For example, the top two rows in Figure 12 represent two legs of a carry trade on the buyer side.

For each trade entered on the *Trade Entry* screen, two copies of that trade will be displayed on the *Trade Management* screen, one for each side of the trade. Each copy will be highlighted to indicate which side it relates to, and therefore which clearer is responsible for accepting it. An example is shown below. In this example, the two rows correspond to a single row entered on the *Trade Entry* screen. The first row represents the Buyer side, so the Buyer fields are highlighted; this must be accepted by the Buyer Clearer. The second row represents the Seller side, so the Seller fields are highlighted.

Figure 13 - Trade Management Rows

ype ITM	rest 1	ITContrac	t Utvolume (Iffraded Price Iffraded Pre. 115	tite IICP	Involutiony Involution	Stondertys	IfCanoellation	ITCancel Link	13Price Type	118 Clearer	178 Custo	118 Trader	ITE Account	It's Trader	118 Priv Ref	LTS Account	115 Clearer	11 S Prov Ref	It's Custo_	1	
LME		CAD		1000		34				Current	2994	Matal Co	Bob Jones	c_1111_12	Jana Destri		0_2222_42.	054		Alleys Inc		Acto
LME		CAD	. 1	1000		257				Current	3PM	Metar Co	Boo Jones	¢,111,12.	Jane Switt		C_2222_12	OSF		Alleys the		Acte

Trades shown in the list will update in real time. For example any new trades registered should appear in the list and any trades that are accepted or rejected by the clearer will show this state change.

All times shown on the screen are stored and displayed in UTC time.



5.1 Sorting

By default the trade list is sorted on Time with the oldest trades at the top of the list.

The sort order can be changed by clicking on the sort icon in any of the column headings.

5.2 Columns – choosing

By default, all columns are shown when this screen is first loaded. The user can change which columns are shown by clicking on the *Columns* button. This will bring up a dialog allowing the user to select columns to display.



ADD / REMOVE COLU	JMNS		×
B Account	B Clearer	B Customer	B Priv Ref
B Trader	C/P	Cancel Link Id	Cancellation Flag
Contract	Contract Type	 Market 	Price Type
Prompt/Expiry	RIB Member	Rejection Reason	S Account
S Clearer	S Customer	S Priv Ref	S Trader
✓ State	Strike	Time	Trade Date
Trade Module Id (Sort	Trade State	Traded Premium	Traded Price
Column)	Underlying Price	Volatility	Volume (lots)
De-select All	Select All		Cancel Save

The user can check which columns they wish to display and then click on *Save*. There are also buttons to allow selection of no columns, all columns or the default set of columns. For a description of all the columns see Appendix D.

Note that the columns chosen will not be saved if the user navigates away from the *Trade Management* screen or uses the browser refresh mechanism.

5.3 Columns - re-ordering

A default order of columns is shown when a filter is first applied on this screen. The user can change the order of these columns by dragging the column headings and dropping them in the new required order.



5.4 Actions

All trade halves shown in the trade list have an *Actions* button at the end of their row. On click this will show actions that are applicable to that row and available to that user. An example is shown in the screenshot below.

Figure 15 - Trade Management Actions

	12010101																
	Columns	2	100														& Export
TRADE	RADE MODULE DATA																
ype IlMarke	e HContract	10volume (111)	uded Price	11 10:00 ITCP	Itvolutiny Ithronger	Stunnerpi StCannell	lation. UCansel Line.	IfPrice Type	110 Clearer	128 Custo	119 Trader	ITS Account	It's finder	120 Priv Ref 125	Account	LTS Clearer LTS Priv Ref	ITS Custo
LME	CAD	1 1000	0		3M			Current	JPA	Metal Cir.	Bee Jones	C_1111_12	Jana Smith	0	222_12	035	View Trade Malver
									and a second	Adapted Print	Both Index 1	J 1010 17	Jana Tento			039	TIEN HAVE PARTES
LME	CAD	1 1000	2		314			Chulled	ALM			and the second			res_ 10		
LME	CAD CAD	1 1000	5		9M DM			Current	274	Metal Co	Dob Jones	C_1111_12	Jara Smith	0	222_12	05/	Reverse
LME LME LME	040 040 040	1 1000 1 1000 1 1000	0 0 1		DM DM			Current Current	24 291	Metal Co Metal Co	Dob Jones Bas James	C.1111_12	Jane Smith Jane Smith	0	222_12	054	Reverse Reverse and Correct
LME LME LME	040 040 040 040	1 1000 1 1000 1 1000 1 1000	0 0 0 1		34 34 34			Current Current Current	24 24 24	Metal Co Metal Co Metal Co	Dob Jones Ball Janes Dob Jones	C.111(12) C.111(12) C.111(12)	Jana Secto Jana Secto Jana Secto	000000000000000000000000000000000000000	222_12 222_12 222_12	054 024	Reverse Reverse and Correct Withdraw

The following sections describe each of the possible actions. Not all actions are available for all trades and all users, with only those that are applicable to a given row shown on clicking.

5.4.1 View Trade Halves

This action is available for all rows for all users with access to the Trade Management screen.

Each trade entered on the *Trade Entry* screen corresponds to some number of trade halves within the system. This action will bring up a pop-up window which displays the details of all the trade halves generated for this side of the trade.

If the row is part of a carry trade then a button will be displayed for each trade half to bring up an additional dialog with details of the legs of that trade half. An example is shown below for a carry trade.

Figure	16 -	View	Trade	Halves
--------	------	------	-------	--------

OL		VIEW DET	AILS																	em date: 13/02/20 6 161@sinara.co
An HKEA	Co	Trade Half Id	Menter	Counterparty	Account Type	Account Code	Client lat	Client Code	Buy/Sell	Volume	Price	Prompt	Trading Capacity	Comm D	Denty Ind	City Branch Client	Olevet Short Cod	Deci	alon Maker Short Code	
Trade Entr	0	2665339	057	JPNI.	н.				5011		1000	264	Aore	Y						
-		2682332	0.54	0.97	8	2223	123	123	BUY	1	1000	254	AOTC	4		λα	101	123		_
RIB TRA	DE	2003333	017	99F	8	2222	102	122	1614	.5	1000	34	ADTO	18		10	40	123		
RIB TRADE	M																		Close	
an these	- 1	-	-	-		-	_	-	_			1.1				-		-	_	
Lang	242		10				20				Grad	e	Atend Co.	Res. Serves	a	dara termini	3.100.12	3330	Augutore.	· Annes
LUNE	CAD.	19	1000				255				Current	1 100	New Ce	Ten Jones	S.III.4	ites from)	<,1125,12	035	Alley the	Actor
LUE	040		1000				30				-		Mark Co	But owner	C.m.c	own land.	S.HIZ. W	0.64	Amusi Per	Anne
LINE	240	19	100				**				Curren		New Co		S. mus	inter Dente	C_2220_12	1034	Alleys The	(Astara)
LINE	545		100				35				Cirran	- 10	Statel Cr	Box Joney	<.m.,17	are See		354	And PE	Access 2
LOR	CAR		1000				30				500		AMON CO.	All owned	C.mcu.	inte South	c.1122_0	1000-	Arrist Trie	(Automa)

5.4.2 Reverse

Note: reversal should only be used when the erroneous trade has been fully accepted and cleared.

Users with the following roles have access to this action for all rows:

- Member Super User
- Member Input

Clicking the button to perform this action will bring up a pop-up window of the *Trade Entry* screen. This pop-up will be pre-populated with the **Cancellation Flag** field set to '**R**', **Cancel Link Id** set to the **Trade Module Id** of the module which the user has chosen to perform the reversal of, as well as the Buyer and Seller fields being inverted from the original in order to allow for the reversal to take place. A single row will be created (in the bottom *Trade List* part of the screen) for the reversal, and the values within this row will be non-editable in the main part of the screen. To confirm the reversal, the user should click the *Submit All* button.

Figure 17 - Reverse



5.4.3 Reverse and Correct

Note: reversal and correction should only be used when the erroneous trade has been fully accepted and cleared.

Users with the following roles have access to this action for all rows:

- Member Super User
- Member Input

Clicking the button to perform this action will bring up a pop-up window of the *Trade Entry* screen. Two rows will be created (in the bottom *Trade List* part of the screen) for the reversal and correction, with the first row corresponding to the reversal and the second row corresponding to the correction.

The values in the first row will be pre-populated with the **Cancellation Flag** set to '**R**', **Cancel Link Id** set to the **Trade Module Id** of the module which the user has chosen to perform the reversal and correction of, as well as the Buyer and Seller fields being inverted from the original to account for the reversal. The values within this row will be non-editable in the main part of the screen.



Figure 18 - Reversal row in Reverse and Correct

The values in the second row will be pre-populated with the **Cancellation Flag** set to **'C'**, **Cancel Link Id** set to the **Trade Module Id** of the module which the user has chosen to perform the reversal and correction of, as well as the rest of the fields being set identically to the original trade. The values within this row will be editable in the main part of the screen to allow the user to make the correction as required.

Figure 19 - Correction row in Reverse and Correct

				Buyer			Se	ler			
Trade Date	13/02/2024		Cur	itomer: Matal Co	1		Customer: As	oya ing			
Time	09:42:00:000		4	Searer JPM	¥ *		Clearer: 00	ŧ.	Ψ."		
Template	5			Trader: Bob Jones	V		Traderi Ja	ne Simith	v *		
Price Type			A	count C_1111_123 (54)	•		Account C	2222_123 (62)			
Market	LME		Priva	te Ret.			Privale Ref.				
Contract	CAD										
Volume (lota)	1										
Traded Price	1000										
Traded Premium											
20.04											
CaliPut											
Volatility	-										
PromptExpiry	3	- 22									
ts Strip Trade	Na										
Start Date:	Farmer SCAMPTONY										
End Date	Pennet COAREYYYYY										
Underlying Price	_										
Canonitation Plag	C										
Cancel Link Id	1-20240213-00000000-2										
			Delete Row (F8)	Revert Changes	nvert Positions						
0									1	Buyer	_
iber Trade Date Time Template	Price Type Market	Contract Volum	me Traded Price	Traded Premium	Strike Call/Put	Volatility Prompt/E	Expiry Strip	Start Date	End Date	Underlying Price C	ancel
15/02/2024 09:42:00:000 F	LAVE	CAD 1	1000			3	No			8	
13032024 094200.000 F	CML.	1.00	1000				NO.				- C
											191

For the reversal and correction, the *Submit All* button will not be available to click until the user has edited a value in the second row (the correction). In this example, the Volume field has been adjusted. Once this has taken place, the user should click the *Submit All* button to confirm the reversal and correction.

Figure 20 - Submitting a Reversal and Correction

Trace Date 19002024 * Trace, Date (9x 20000) * Trace, Date (9x 20000) * Trace, Date (100000) * Property * * Values (1000) * * Trade date (1000000) * Trade date (1000000) * Trade date (1000000) * Trade date (10000000) * Trade date (1000000000000000000000000000000000000	Buyer Cutarere (nour Co) Cutare (nou) Trate (Bolgess) Account (Con) Proces Ret	Solar Case or go y Y Table (go y Y Table (go y Y Asset Case or go y Prove (go y Y Prove (go y Y	
Cancel Link Id: 50004015-000000-2	Delete Row (FB) Revert Changes Invert Positions		
Introduction Trade Date Time Template Price Type Market Contract 10000014 014200014 <td>Volume Traded Price Traded Premium Strike Call/Put Vo 7 1000 30 1000</td> <td>Buyer Buyer atility PromptExpiry Strip Start Date End Date Underlying Price C 3 No K C</td> <td>cel</td>	Volume Traded Price Traded Premium Strike Call/Put Vo 7 1000 30 1000	Buyer Buyer atility PromptExpiry Strip Start Date End Date Underlying Price C 3 No K C	cel

5.4.4 Withdraw

Note: Withdrawal should be used when an erroneous trades has not been fully accepted.

Users with the following roles have access to this action:

- Member Super User
- Member Input

This action will only be available for rows where the associated module has a state of either *Pending Acceptance* or *Pending Other Side Acceptance*.

Clicking the button to perform this action will bring up a pop-up window where the user will be asked to confirm whether they would like to withdraw the chosen module with the given **Trade Module Id**.

Figure 21 - Withdraw

An HKEX Company						Are you s NOTE: Tr	Are you sure you want to withdraw trade module: 1-20240213-0000003-27 × NOTE. This will withdraw born trade modules for the trade								System date: 130 Logout / + 101@tsna						tem date: 13/02/2 • IB1@sinara.cr
Trade Entry	Trade Managemen	Refere	nce Data 🗸	User Ma	nagement Trad	r His						Cance	OK								
RIB TRAD	E MANAGEN	MENT																			
	Columna																			4 Export	
	ODULE DATA																				
Lifett Marchar	O Trade Montale Ist	11 Trade Date	171ma	Itue	Iffrade State	ISRejection Rea .	Il Contract Type	Linese	BCentrari	iteres (ITraine Price	Illiaded Pre	littens	Hot	IlVelation	IPrompt.	[Internetyt	If Cancellation	BCannet Link.	ATTree To	
-	+.20240213-00000003-2	13/03/000+	SH-42-50.000	Periorg Ac.	Persona Acceptance		4	LHE	245		H000					- 204				Curate	Ameri
181	1-20240213-0000003-1	13/02/2024	34-42-30/100	Personale	Paratra Assaylarsa			LUNE .	00		1000					-340				Current	Atterns
181	+-31240213-00000002-3	13/03/0014	DR-42-50.000	Parang ke	Penang Acceptance		1	LNE	245		+000					36				Curet.	Artera
181	+-21240213-0000000-1	15022024	29-42-20.002	Pandright.	Paraleg Assaglaria		1	LME	640		1000					344				(Carriero)	Actata
-	1.0000000.0112.00000000.0	131020024	105-42-10 MIL	Panjang Ad	Parriety Assessment			Lane	CAD		1.4000					1886				Current	Alters
181	1-052-40213-00000001-1	13/02/0324	09-42-00.005	I Pandrig Ad	Pending Acceptance		18	LME	040		1000					3M				Gurant.	Adama

Note that withdrawing the chosen trade module will withdraw both modules that are associated with that trade.

5.5 Export

This functionality will export the trade halves of the trade modules shown on screen to a csv file compatible with Excel.

On clicking this button, the user will be prompted to save the file to a location (or the file will be saved automatically to the users' local download area if so configured in their browser settings). The export will contain all trade halves of the modules associated with trades that were submitted on that day (even if these are not all viewed currently on the screen). The ordering and columns shown in this export will be the same as on the *Trade History* screen.

6 Reference Data

The *Reference Data* screens allow users to view static data held in the system. Users with the following roles have access to these screens:

- Member Super User
- Member Input
- Member View Only
- Member IT User

Each of the sub-screens under Reference Data is described in the following sections.

6.1 Trade Reference Data

6.1.1 Markets

This screen displays markets configured in the system.

An example of this screen is shown below.

Figure 22 - Markets

MARKETS										
Market	Booking Model	Status								
EOS	Τ2	Enabled								
LBMA		Enabled								
LME	Τ4	Enabled								

6.1.2 Contracts

This screen displays contracts configured in the system. A contract is identified by its contract code which is a combination of product code (e.g. AH) and currency code (e.g. D).

An example of this screen is shown below.

Figure 23 - Contracts

CONTRAC	CTS					⊥ Export	
Contract Code	ТАРО	Option	Future			Status	
AAD	View TAPO's Details	View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AAE		View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AAS		View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AAY		View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AED			View Future's Details	View Calendar		Enabled	
AHD	View TAPO's Details	View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AHE		View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AHS		View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	
AHY		View Option's Details	View Future's Details	View Calendar	View Gradations	Enabled	

For each contract the user has a number of other views available:

- View XXXX Details shows details for given contract type for this contract. The details include the markets and venues it is traded on and the volumes and tick sizes allowed on those markets and venues.
- View Calendar lists all the valid prompt dates for the given contract across all contract types. The calendar can be exported to a csv file.
- View Gradations displays the strike price gradations allowed for the given contract

6.1.3 Contract Deadlines

This screen displays trading input and matching deadlines configured in the system for the current day. An example is shown below.

Figure 24 - Contract Deadlines

This screen shows de Deadlines will be rese	eadlines configured for et to default deadlines	or today. Any updates to thes at the end of the day	se will only affect the cur	rent day			
Search Commodity	Code:						
	Future		Option		TAPO		
Commodity Code	Entry Deadline	Matching Deadline	Entry Deadline	Matching Deadline	Entry Deadline	Matching Deadline	
AAD	12.30	13.30	18:00	18.15	18:00	18.15	
AAE	12:30	13:30	18:00	18:15			
AAS	12.30	13.30	18:00	18.15			
AAY	12:30	13:30	18:00	18:15			
AED	12.30	13.30					
AHD	12:30	13:30	18:00	18:15	18:00	18:15	
AHE	12.30	13:30	18:00	18.15			

6.1.4 Session Codes

This screen displays session codes configured in the system. These codes can be used in the time field for a venue that supports them (e.g. the Ring venue). An example is shown below.

Figure 25 - Session Codes

SESSION CODES		
Trade Date	Session Code	
24/08/2016	C1	
24/08/2016	C2	
24/08/2016	C3	
24/08/2016	C4	
24/08/2016	К1	
24/08/2016	К2	
24/08/2016	КЗ	
24/08/2016	К4	

6.1.5 Ring and Kerb Sessions

This screen displays ring and kerb session times for contracts as configured in the system. If a session code is used for contract then the system will substitute the trade time as one minute before the session end. An example is shown below.

Figure 26 - Ring and Kerb Sessions

RING & KERB SESSIONS											
Trade Date	Session Code.	Contract Code	Start Time	End Time							
24/08/2016	C1	FMD	11:40:00	11:45:00							
24/08/2016	R1	FMD	11:40:00	11:45:00							
24/08/2016	C1	AAD	11:45:00	11:50:00							
24/08/2016	C1	NAD	11:45:00	11:50:00							
24/08/2016	R1	AAD	11:45:00	11:50:00							
24/08/2016	R1	NAD	11:45:00	11:50:00							
24/08/2016	C1	SND	11:50:00	11:55:00							
24/08/2016	R1	SND	11:50:00	11:55:00							

6.1.6 Currency Holidays

This screen displays all dates going forwards from today and indicates which dates are holidays for individual currencies. For example below 29/08/2016 is a holiday for the GBP currency.

Figure 27 - Currency Holidays

CURRENCY HOLIDAYS				
Trade Date	GBP	USD	JPY	EUR
Wednesday 24/08/2016				
Thursday 25/08/2016				
Friday 26/08/2016				
Monday 29/08/2016	×			
Tuesday 30/08/2016				
Wednesday 31/08/2016				
Thursday 01/09/2016				
Friday 02/09/2016				
Monday 05/09/2016		×		

6.2 Price Data

6.2.1 Close Prices Forward Curve

This screen displays the last set of closing prices imported into the system for the current day. Closing prices are used in price substitution where price code C has been used. An example is shown below.

Figure 28 - Closing Prices

CLOSIN	G PRICES							± Export
Trade Date	Contract Code	Contract Type	Prompt Date	Delta	Volatility	Strike	Call/Put	Price/Premium
25/08/2016	AHD	А	31/08/2016	1.0000	20.0000	5003.00	Call	5003.00
25/08/2016	AHD	А	30/09/2016	1.0000	20.0000	5004.00	Call	5004.00
25/08/2016	AHD	А	31/10/2016	1.0000	20.0000	5005.00	Call	5005.00
25/08/2016	AHD	А	30/11/2016	1.0000	20.0000	5006.00	Call	5006.00
25/08/2016	AHD	А	30/12/2016	1.0000	20.0000	5007.00	Call	5007.00
25/08/2016	AHD	F	15/06/2016					5001.00
25/08/2016	AHD	F	20/07/2016					5002.00
25/08/2016	AHD	F	17/08/2016					5003.00

6.2.2 Valuation Prices

This screen displays the last set of closing prices imported into the system for the previous day. These prices are used in price substitution where price code V has been used. An example is shown below.

Figure 29 - Valuation Prices

VALUATI	ON PRICES							🛓 Export
Trade Date	Contract Code	Contract Type	Prompt Date	Delta	Volatility	Strike	Call/Put	Price/Premium
24/08/2016	AHD	F	15/06/2016					5001.00
24/08/2016	AHD	F	20/07/2016					5002.00
24/08/2016	AHD	F	17/08/2016					5003.00
24/08/2016	AHD	F	21/09/2016					5004.00
24/08/2016	AHD	F	05/10/2016					5005.00
24/08/2016	AHD	F	12/10/2016					5006.00
24/08/2016	AHD	F	19/10/2016					5007.00
24/08/2016	AHD	F	26/10/2016					5008.00

6.2.3 Settlement Prices

This screen displays the last set of settlement prices imported into the system for the current day. These prices are used in price substitution where price code S has been used. An example is shown below.



SETTLEMEN	NT PRICES			. Export
Trade Date	Contract Code	Contract Type	Prompt Date	Price
25/08/2016	AHD	F	30/08/2016	5005.00
25/08/2016	AHD	F	25/11/2016	5015.00

6.2.4 Mean Settlement Prices

This screen displays the last set of settlement prices imported into the system for the current day. These prices are used in price substitution where price codes MC or M3 have been used. An example is shown below.

Figure 31 - Mean Settlement Prices

MEAN SETTLEMENT PRICES										
Trade Date	Contract Code	Contract Type	Prompt Date	Price						
25/08/2016	AHD	F	30/08/2016	5002.00						
25/08/2016	AHD	F	25/11/2016	5012.00						

6.2.5 Yesterday's Settlement Prices

This screen displays the last set of settlement prices imported into the system for the previous day. These prices are used in price substitution where price code YS has been used. An example is shown below.

Figure 32 - Yesterday's Settlement Prices

'S SETTLEMENT P	PRICES		. ■ Export
Contract Code	Contract Type	Prompt Date	Price
AHD	F	26/08/2016	5005.00
AHD	F	25/11/2016	5015.00
	Contract Code	Contract Code Contract Type AHD F AHD F	Contract Code Contract Type Prompt Date AHD F 26/08/2016 AHD F 25/11/2016



6.2.6 Official FX Rates

This screen displays the last set of FX rates imported into the system for the current day. These rates are used in price banding validation. An example is shown below.

Figure 33 - FX Rates

FX RATES	🛃 Export			
Trade Date	Rate Description	Date	Source Time	Rate
25/08/2016	EUR/USD	25/08/2016	15:01:44	1.1230
25/08/2016	GBP/USD	25/08/2016	15:01:44	1.1230
25/08/2016	USD/JPY	25/08/2016	15:01:44	1.1230

6.3 Member Contact Details

This screen displays contact details for all members enabled in the system. An example is shown below.

Figure 34 - Member Contact Details

MEMBER CONTACT DETAILS												
Member Name	Mnemonic_	Category	Clearing Members	Member LEI	Matching Contact	Compliance Contact						
AAA	AAA	1		LEI1								
ADM Investor Services International Ltd.	ADM	2										
Amalgamated Metal Trading Ltd.	AMT	1										
BBB	BBB	3		LEI2								
Bache Commodities Ltd.	BCH	2										
Barclays Capital	BMT	1										
Royal Bank of Canada Europe Ltd.	CAM	2										
CCC	CCC	1		LEI3								

6.4 LME Contact Details

This screen displays contact details for the LME. An example is shown below.

Figure 35 - LME Contact Details





7 User Management

The User Management screen allows users to view users for their member and add/edit users as required. Users with all roles have access to this screen, but the data and functions available vary. For users with the Member Super User or Member Admin roles then all functions are available and all users are shown. For other users they can only see the information for their own user.

An example of the view for a user with the Member Super User role is shown below (note some usernames and email address are obscured for security in this image).

Figure 36 - User Management

USER MANAGEMEN	Т							
Create New Fix		Sea	rch dor users					
Username .	Member .	Role	Details	State	Last Login	Created By	Updated By	
		Member Super User	in Landonian on pranting Lon London	Offine		Somith	tomh	View Details +
O FIXAAA1 (Fe)	AAA	Member Super User	FIX AAA 1 - E's name gearang course of London	Office		tomin	tomb	Vew Details +
A Contractor and	AAA	Mamber Super User	stodeet 20% Londen	Offine		tomh	tamh	View Details +
Il men admin@sinara.co.uk //wwi/		Member Admin	Member Admin Landon	Offine		toniñ	tonh	View Details +
It men input@sinwa.co.uk (wwo)	AAA	Member Input	Member Input London	Offine	24/06/2016 13:57:34	tonit	tomh	View Details -
It mim ligsinara couk (mis)	AAA	Member IT Liser	Member /T London	Office		tomit	tomit	View Details -

There are a number of functions available on this screen which are described in the following sections.

7.1 Create New Web GUI User

To create a new user for the Web GUI then click on the *Create New* button. This will launch a pop-up screen where the user details can be entered. An example is shown below. Note that the username input does not have to be completed – this will default to the email address of the user.



NEW WEB USER	٢		×
Role:	Member Super User	¥	
Email Address:	1		
Username:			
Full Name:			
Location:			
Phone Number:			
			Cancel Create



7.2 Actions

Actions available against a given user can be seen by clicking on the drop down arrow at the end of that user's row. The actions available depend on the type of user and their current state. (note some usernames and email addresses are obscured for security in this image)

Figure 38 - User Actions

Create New Create New Fix		502	ich for users					
Username _	Member .	Role	Details	State	Last Login	Created By	Updated By	
T provide the second	AMA .	Menter Super Over	London	Office		torch.	tunti	Vew Details -
O FOLMANT (Phil	A44	Mander Super User	FIX.XXA 1 - 6 - Hamiltonger dimension - 1 - 1 London	Offire		tornh.	North .	View Details Reset Password
Langer (1997)	AAA	Mender Super User	London	Othine		tom	tant	Expire Password
I, ment admin@sinana.co.ok inner	AAA	Menter Admin	Mender Admin Landon	Office		tomb	2419	Update
It men inputgionary could press	A4A	Member input	Member Input Landon	offine	24082016 13:57:34	toint	tunit.	Update Role * Ouplicate
1. men Ağsınara ocuk (vel)	AAA	Mender IT User	Mamber (T. Londan	Office		tont	tonit	Delete *

The full set of actions are as follows:

- View Details shows the details for that user in a pop-up screen
- Update User allows user details to be edited
- Update User Role allows a user role to be edited
- Delete User deletes the user. A deleted user will not be able to logon to the system.
- **Disable User** disables the user. Once disabled their row will be displayed in red on screen. A disabled user will not be able to logon to the system.
- Enable User enables a previously disabled user.
- Reset Password if the user has forgotten their password this will send an email to them to reset it.
- Expire Password this will expire the users password with immediate effect. They will need to reset it when they next login (which will send an email to them).
- **Duplicate User** creates a duplicate of the current row for completion in the same way as Create New or Create New FIX.
- Eject User only applicable to FIX users. This will forcibly end their session.
- **Unlock** only available if a user has locked their account (e.g. by entering an invalid password a certain number of times)

Some actions require what is known as a "Four Eyes Check", i.e. they require another user to authorize the action. These actions have an asterisk next to them in the actions list on screen. If a user carries out one of these actions then it will appear on the *Four Eyes Checks* screen under *System Management* for approval (see next section).

8 Trade History

The *Trade History* screen allows users to view lists of trades entered on the days prior to the current day and apply filters to these. Note that trades from the current day will not be shown on this screen – the user should use the *Trade Management* screen to view these.

- Users with the following roles have access to this screen:Member Super User
- Member Input
- Member View Only

The trades shown in the trade list can be filtered by applying filters in the *Filter Settings* panel. This panel is shown below. If the panel is not visible on screen, then click on the *Expand* button (and similarly it can be hidden by clicking on the *Collapse* button).

Figure 39 - Trade History Filter Settings Panel



To filter the list, pick a value for the **Business Date** and click Run. The Business Dates' earliest choice will be limited to the number of business days that trade data is configured to be retained. In this example, the user has selected to view trades from the Business Date **"08/02/2024"**.

Figure 40 - Applying a Trade History Filter

TRADE H	STORY																		
									FILT	ER SET	TINGS							Collapse	
	1	RIB 18 Dusiness Date 00	802/2024														_	Clear Run	
E	xport																		
OTrade Module M	It trade Staff to	ATTractor State	11Rejection Res.	11Mamber	Ho.	ItAss	11Assourt Code	LTCNer# ID	IfClass	11Capacity	If Comm Dark	Downtry Of Branch Client	LTCland Short	ITDecision Maker Short Code	If Cancellation	Il Cancel Link	IDPrice Type	LTContract Ty	
1-20240208-000000111-2	2003215	Pandro Acceptance		017	054	c	0000	1000	CODE .	ADTO	N	08	0000	7777			Current	r 8	1A
1-20240208-00000011-2	2083214	Pandrig Addeptance		054	OSF	н.	0000	8885	0006	AOTE		08	8865	1777			Current		15
1-20240208-00000011-2	2683213	Panding Acceptance		0.94	344	н				ADTO	4						Current	*	16
20240205-00000011-1	2663242	Pending Other Side Acce.		JPM .	057					ADTO	¥.						Current	1	
1-20240205-00000011-1	3993311	Panding Other Side Acce		1994	.04	**	1111	123	123	ADTO	¥.	AF.	123	123			Current	F	
-20240208-00000011-1	2663290	Panding Other Side Acce		Jane 1	376	c	1111	123	123	ADTO	¥.	AF	128	123			Current	1	
20240208-00000010-2	2003220	Pending Acceptance		055	05P	5	0000	1000	CODE -	ADTO	N	08	0005	7777			Current		
-20240208-00000010-2	2583208	Fending Acceptance		OSF	OSF	н	0000	5555	CODE	ADTO	8	08	0000	1717			Current	1	
-20240208-00000010-2	2583207	Panding Acceptance		054	JPM .	н				ADTO							Current	7	
-20240206-00000010-1	2083208	Fending Other Side Acce.		100	037	16				ADTO	¥.						Gurrent	7	
1.20242208-00000010-1	2883255	Panding Other Side Acce		399	94	ж	1111	123	123	ADTO	¥.	M .	128	123			Gurant	1	
1-20240208-00000010-1	2563204	Panding Other Side Acce		(m)	1756	c	1111	122	123	ADTC	*	AF.	122	123			Current	£	
1-20240208-00000008-2	2983005	Panding Acceptance		- 057	0.97	c.	0000	8868	0006.	ADTO	N.	08	0000	7777			Current .	1	
1-20240208-00000009-2	2963202	Panding Acceptance		055	OSF		9000	1010	CODE	ADTC	N	08	0000	1777			Current	2	
-20240208-00000008-2	2003201	Panding Acceptance		0.04	.99	н				ADTO	N						Current .		
-20240208-00000009-1	2003000	Panding Other Eide Acce		und.	0.54	н				ADTO	¥.						Gurant	E	
1-20240208-00000008-1	2003100	Panding Other Side Abox		JPH	.90	н	1111	123	123	ADTO	¥.	4	123	123			Current	*	
1-20240208-00000008-1	2583198	Fanding Other Ede Acce		2754	1751	c	1111	122	122	ADTO	¥.	AF	122	423			Gumani	F	
-20240208-0000008-2	2083187	Painted	If hade reported	JPM .	JPM	c	2	123	123	MTDH	¥	AM	129	123			Current	*	
1-20240208-0000008-2	2663126	Rejected	Il tale reacted	.94	344	н		129	123	MTCH	Υ.	AM	123	123			Current	*	
1.20242208-0000008-2	about its	1000																	
	2083190	Percipi	18 trade reported	JPM .	,1916	H.				MICH	T.						Current		

A given user is limited to having a maximum of two tabs with the Trade History page open.

The following functions are available on this screen:



- View Details the rows in the trade list each have a single action available allowing the user to view the full details of the trade.
- Export exports the content of the trade list to a csv file compatible with Excel. On clicking this button, the user will be prompted to save the file to a location (or the file will be saved automatically to the users' local download area if so configured in their browser settings). The export will contain all trade halves that match the current filter (even if these are not all viewed currently on the screen). The export will contain the columns and order as shown on the screen.
- Sort Columns by clicking on the column headings.
- Re-Order Columns by dragging column headings.

9 System Management

The System Management screens allow users to carry out various system management activities.

There are the following sub-screens under Reference Data, each of which is described in the following sections:

- Profile Management
- Messages
- 4-Eyes Checks
- Member Management

9.1 Messages

Users with all roles have access to this screen. It is used to view messages sent by the system administrators.

Initially any message sent will appear at the top of all screens. An example is shown below where there is a new message with text "Test Message". If more than one message is waiting to be read then this will just display the number of messages waiting.

Figure 41 - Message Alert

	ME			New Message Test Message Click here to read your messages.									
Dashboard	Trade Entry	Trade Management	Trade History	Reference Data -	User Management	System Management +	Help						
	DASHBO Welcome results	ARD	id logon	AVAILABLE PROF	LES								
	attempt(s) Trade Statistics			Online Web Users	Coloniauti SM1	Online Fix Users							
	Unmatched Trades	es		in man Saint (Source)		No yeers are currently onor	14						

The user can mark a message as read in three ways:

- By clicking on the X in the top right of the message alert
- By going to the *Messages* screen and clicking on the envelope icon next to the message as shown in the screenshot below.
- By going to the Messages screen and clicking on Mark All Read

Figure 42 - Unread Messages

PUBLISHED MESSAGES					
		Time	Filter Description	Content	
	×	25/08/2016 16:12:16	Global	Test Message	



9.2 4-Eyes Checks

Users with the following roles have access to this screen:

- Member Super User
- Member Admin

Four Eyes Checks are required to authorise certain actions on the User Management screen, e.g. deleting a user. If one of these actions is undertaken then it will appear on this screen pending a check by another user. (Note in the screen shot below actual usernames are obscured for security).

Figure 43 - Four Eyes Checks

Туре	Requested by	Request Time -	Summary	State	Checked by	Check Time *	
Enable User	conset/peridation	15.58:17	Enabling user wit chromersher@stred2coneccore	Pending			Confirm Reject

There are two actions available (to someone who is not the originator of the action):

- Confirm approve the original action
- Reject reject the original action

There is one action available to the originator of the action:

• Cancel – cancels the action

Actions that have been confirmed or rejected today will still be displayed on this screen with the appropriate state.

9.3 Member Management

Users with the following roles have access to this screen:

- Member Super User
- Member Admin

This screen displays details for the member, including their permissions on different markets and currencies.

Figure 44 - Member Management

Name.Avv						
Mnemonic: AAA						
Category: Non LEI: LEI1	e					
Matching Con	tact					
Name:						
Primary Telephone Number:						
Secondary	elephone Number:					
Lineri.						
Compliance C	ontact					
Name: Telephone Number:						
Email:						
Emergency Co	ntact Email Group:					
Postal Addres	s:					
Designated Cl	earers: None					
Vember Status: Enabled						
Member Statu						
Member Statu		View Trade Management Highlighting Details				
Member Status View Trade N	lanagement Highlighting De	tails				
Member Statu: View Trade N	lanagement Highlighting De	tails				
View Trade N PERMISS	lanagement Highlighting De	tails				
Member Statu: View Trade M PERMISS	Ianagement Highlighting De IONS EUR	GBP	JPY	USD		



10 Support

Email: posttradeoperations@Ime.com Telephone: +44 (0) 20 7113 8201

11 Glossary

Term	Description
Clearing Account Type	The type of account a trade has been made from. There are four basic types of account – ISA (S), OSA (C), Gross OSA (G) and House (H). The first three are Client Accounts , the last is the member House Account
Clearing Account Code	An identifier for a specific Client Account
Carry	The simultaneous purchase and sale of the same tonnage of the same metal for delivery on different dates, e.g. a Cash $-$ 3M carry could have a buy of 100 lots for Cash and a sell of 100 lots for 3M. The price of a carry is generally quoted as the price difference between the two prompt dates, with the price on which the differential is based to be agreed by the parties to the carry.
ССР	Clearing Counterparty. Responsible for clearing trades once they have been matched. Currently there is just one CCP used by the system for all trades - LMEclear
Clearing Member	The firm responsible for clearing one Side of a trade half. This may or may not be the same firm as the Executing Member for the same Side .
Client	Trades can be made on behalf of their clients by Members . Each client will have a Client Id with that member for use in position reporting
Client Account	Each Client of a member will have one or more client accounts with that member. If a client is with more than one member they will have separate client accounts with each one. E.g. client ABC could have accounts ABC001 and ABC002 with member XYZ and account ABC456 with member DEF. Each account is identified by an Account Code .
Client Cross	See Client Trade
Client Trade	A trade with a client Account Type on at least one side (i.e. one side has an account type corresponding to one of C, S or G). In the T4 Booking Model, a Client Trade can be identified at the half level as the Member and Counterparty of the trade are the same. In the T2 Booking model, a Client Trade cannot be directly identified at the half level. Both sides of the trade are required to identify if one side has a client account type.
Commodity	See Contract
Contract	In the matching system this term is used to refer to the combination of Product and currency, e.g. CAD is a contract. In different LME contexts a Contract is sometimes also referred to as a

Term	Description
	Tradable Contract, Commodity or Symbol.
Contract Type	Future (F), Option (T) or TAPO (A).
Counterparty	The Executing Member responsible for the opposite Side of a trade
Entering Member	The firm that physically enters a trade half. Usually the same as the Executing Member , but not always.
Exchange Trade	A trade where the Account Type on both sides is a House Account (H) In the T4 Booking Model, an Exchange Trade can be identified at the half level as the Member and Counterparty of the trade are different. In the T2 Booking model, an Exchange Trade cannot be directly identified at the half level. Both sides of the trade are required to identify if both sides have a house account type.
Executing Member	The firm that originates a trade half, that is it is responsible for one of the Sides of the trade. An executing member can trade on behalf of their client accounts or with their own house account. May be shortened to Member .
GUI	Graphical User Interface. In the case of the matching system the GUI is a web-based front end.
Half Trade	One half of a trade with each trade being made up of two halves. In a simple member to member trade the two halves would be entered separately by the two members. If a trade has multiple legs then it still only has two halves with the legs being contained in each of the halves.
House Account	Each member will have one of these for their own transactions.
Instrument	In the matching system this term is used to refer to the combination of Contract , Contract Type and Prompt Date. For example CAD-F-20161221 is an instrument.
Leg	For carry trades each prompt in the carry will have a leg in the trade. For example for a Cash - 3M carry there would be two legs – one for Cash and one for 3M.
LMEclear	The firm used as the clearing counterparty (CCP)
LMEmercury	The clearing software system used by LMEclear
LMEselect	The LME's electronic trading platform. This sends trades to LMEmatching for matching and to then be sent to LMEmercury for clearing.
Market	In the current system only one market is supported (the LME), but in future other markets could be supported.



Term	Description
Member	See Executing Member.
Origin	The system where a trade half originated from, for example LMEselect, Member Web, Member FIX, LME Web. Although LMEselect is an Origin and a Venue, LMEselect Venue trade halves may have a different Origin.
Product	A product that can be traded. Examples of products are Copper (CA), Copper Mini (MN), Aluminium (AH) and Premium Aluminium – SE Asia (AS). Each Product has an Underlying metal. E.g. the AH and AS products both have AH (Aluminium) as the Underlying metal. When Product is combined with a currency code this gives a Contract (e.g. CAD, MND etc)
Side	Each trade has two sides, one for each half. Note that a side is not the same as buy/sell as in a carry the same side could be buying in one leg and selling in another (in an outright the side and buy/sell are the same thing, but it is better to use the consistent term of Side). However, there is a convention that Side 1 is always the side with a Buy in the first leg.
Strategy Trade	See Trade Strategy
Symbol	See Contract
Tradable Contract	See Contract
Trade Half	See Half Trade
Trade Strategy	A trade strategy involves grouping together one or more trades so they are all validated, matched and cleared as part of an atomic group.
Underlying	The underlying commodity for a Product . For example the Products CA and MC both have the Underlying of CA
User	A User is associated with a Member. A User is allowed to see all Trades entered by or alleged to a Member with which they are associated.
Venue	Where the trade was made, e.g. LMEselect, Telephone, Ring.

12 Appendix A – Trade Entry Field Dictionary

On screen Field Name	Format	Comments
Trade Date	DD/MM/YYYY (if using GB date format)	Selected from date picker
Time	HH:MM:SS.sss or: Session Code (e.g. R1)	Milliseconds can be omitted. Time should be entered in local time and will be saved in UTC by the system.
Template	Single character - F, T, A, C or L	One of the supported templates that control fields that can be entered
Market	String	Selected from drop down
Contract	String	Selected from drop down. A contract code is made up of the product and currency, e.g. CAD is made up of CA and D.
Traded Price	Decimal	
Volume (lots)	Integer	
Traded Premium	Decimal	
Strike	Decimal	
Call/Put	Single character – C or P	Selected from drop down
Volatility	Decimal	
Prompt/Expiry	DD/MM/YYYY (if using GB date format)	Selected from date picker
Is Strip Trade	Yes or No	Selected from drop down Select Yes to enter a start/end date for a strip trade; select No to enter a trade with a single Prompt/Expiry
Start Date	DD/MM/YYYY (if using GB date format)	Start date for a strip trade
End Date	DD/MM/YYYY (if using GB date format)	End date for a string trade
Underlying Price	Decimal	
Cancellation Flag	Single character – C or R	Selected from drop down
Cancel Link Id	String	Field becomes available for input



On screen Field Name	Format	Comments
		once Cancellation Flag is set.
Price Type	String	Selected from drop down. Field becomes available to be selected once Cancellation Flag is set.
Customer	String	Selected from drop down
Clearer	String	Selected from drop down
Trader	String	Selected from drop down
Account	String	Selected from drop down
Private Ref	String	

13 Appendix B – Trade Entry Field Requirements

The table below outlines whether fields are required or not:

- Tick field is required
- Cross field is not permitted
- Blank field can be entered but is not required
- Dash field is not applicable

Which fields are required depending on the template and also whether the trade is an exchange or client trade. Fields marked with a cross are explicitly not allowed.

On screen Field	Outright Future		Outright C	Carry Leg	
	First leg of Ca	arry Future			
	Exchange Trade	Client Trade	Exchange Trade	Client Trade	
Trade Date	\checkmark	\checkmark	\checkmark	\checkmark	x
Template	\checkmark	\checkmark	\checkmark	\checkmark	×
Time	\checkmark	\checkmark	\checkmark	\checkmark	×
Market	\checkmark	\checkmark	\checkmark	\checkmark	x
Contract	\checkmark	\checkmark	\checkmark	\checkmark	×
Volume (lots)	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark
Traded Price	\checkmark	\checkmark	×	×	\checkmark
Traded Premium	×	×	\checkmark	\checkmark	×
Strike	×	×	\checkmark	\checkmark	×
Call/Put	×	×	\checkmark	\checkmark	×
Volatility	×	×	\checkmark	\checkmark	×
Prompt/Expiry*	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark
Is Strip Trade	\checkmark	\checkmark	\checkmark	\checkmark	×
Start Date*	\checkmark	\checkmark	\checkmark	\checkmark	×
End Date*	\checkmark	\checkmark	\checkmark	\checkmark	×
Underlying Price	×	×	\checkmark	\checkmark	×
Cancellation Flag**	-	-	-	-	-
Cancel Link Id**	-	-	-	-	-
Price Type**	-	-	-	-	-
Customer	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark
Clearer	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark
Trader	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark
Account	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark
Private Ref					

*Prompt/Expiry is required if Is Strip Trade is set to Yes. Start Date and End Date are required if Is Strip Trade is set to No

**Cancellation Flag, Cancel Link Id and Price Type are only required when entering a correction/reversal. Cancel Link Id and Price Type will become available to be set once the Cancellation Flag is chosen

14 Appendix D – Trade Management Field Dictionary

On screen Field Name

Description



On screen Field Name	Description
B Account	The account entered on the Buyer side
B Clearer	The clearer entered on the Buyer side
B Customer	The customer entered on the Buyer side
B Priv Ref	The private reference entered on the Buyer side
B Trader	The trader entered on the Buyer side
C/P	Call or Put. Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Cancel Link Id	Trade Module Id of the module which is intended to be reversed/corrected
Cancellation Flag	Flag which indicates that this module is intended to function as a reversal/correction of a previously submitted module
Contract	The Product and Currency the trade is for concatenated together, e.g. CAD, AHE etc
Contract Type	The contract type of the trade, i.e. F (Future), T (Traded Option) or A (TAPO)
Market	The market of execution, e.g. LME
Price Type	One of Current, Average or Historic
Prompt/Expiry	The prompt or expiry date. This may be an actual date e.g. "04/07/2018", or a short code, e.g. "3" for 3 months, "T" for Tom and "C" for Cash.
	For strip trades, the start and end date will be displayed, e.g. "18/07/2018 – 19/09/2018"
	For average trades, the average code will be displayed, e.g. "3Q18"
RIB Member	Current user whose submitted trades are being displayed on the screen
Rejection Reason	Describes why the module has been rejected (if it has been rejected)
S Account	The account entered on the Seller side
S Clearer	The clearer entered on the Seller side
S Customer	The customer entered on the Seller side
S Priv Ref	The private reference entered on the Seller side
S Trader	The trader entered on the Seller side

On screen Field Name	Description
State	The current state of the trade module:
	Pending Acceptance – the trade is pending clearer's acceptance Pending Other Side Acceptance – the trade is pending the acceptance of the clearer associated with the other module of the trade Accepted – the trade has been accepted by the clearer, and the clearer associated with the other module of the trade has also accepted their module Rejected – the trade was rejected by a clearer associated with any of the trade modules in the trade
Strike	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Time	This is the time at which the contract was agreed by the counterparties. This could be earlier than the time it was actually entered into the system. In format HH:MM:SS.mmm and displayed in London time (i.e either GMT or BST). If a Session Code was entered then this will be the time that the matching system substituted in (1 minute before the end of the session)
Trade Date	The market date of the trade (may not be the same as the system date when the trade is entered as given in the transaction time).
Trade Module Id	A unique internal identifier assigned by LMEsmart to identify each trade module. If a trade module has multiple legs then all legs will have this same Trade Module Id.
Trade State	The current state of the underlying trade halves which make up that trade module: UNMATCHED MATCHED SENT TO CLEARING CLEARED PENDING CANCELLED REJECTED ABANDONED This will only update when all trade halves in the module are in the same state.
Traded Premium	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Traded Price	The price entered for this trade
Underlying Price	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Volatility	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Volume (lots)	Number of lots in the trade half leg

