



LMEsmart GUI Guide for Members

Version 2.8

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Change History

Revision	Date	Sections	Notes
2.0	28 Feb 2017	All	Initial version for LMEsmart 2.0
2.1	16 Oct 2018	10, 11.1, 5, 7	New RIB Management screens New Member Group Profiles New Trade Upload facility Trade Management - additional price banding states Trade History – clarified use of filters and more days
2.2	8 Nov 18	6.9, 9.4	Clarified that Amend can be done on trades in the PENDING VALIDATION state Clarified that Cancel can be done on trades in the PENDING VALIDATION state and for cleared client crosses Altered description of users included in the user export function to clarify that those pending a 4-eyes check are not included
2.3	23 Nov 18	5.2	Extra details on what to do if a file upload is in the “Error – File was only partially uploaded” state
2.4	24 Mar 21	6.8, 10.1	RIB Trade Acceptance – PTRM Clarified formatting of data in exports for 16 digit fields
2.5	23 Feb 22	Header	Changed document classification to Public
2.6	22 Apr 22	1	Updated supported browsers
2.7	18 Feb 25	10.1, 10.2	RIB Permissions updates
2.8	19 Aug 25	Header	Changed contact address to interofficetrading@lme.com

Associated Documents

Ref	Title	Source	Version	Date
1	LMEsmart Member FIX API Guide	LME	2.21	31 st October 2018



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1 Introduction

This document provides a guide for members 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.

This guide covers how members can register trades via the GUI and receive updates on the status of these trades as they pass through matching and clearing. 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:

- Login
- Dashboard
- Trade Entry
- Trade Upload
- Trade Management
- Trade History
- Reference Data
- User Management
- RIB 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.



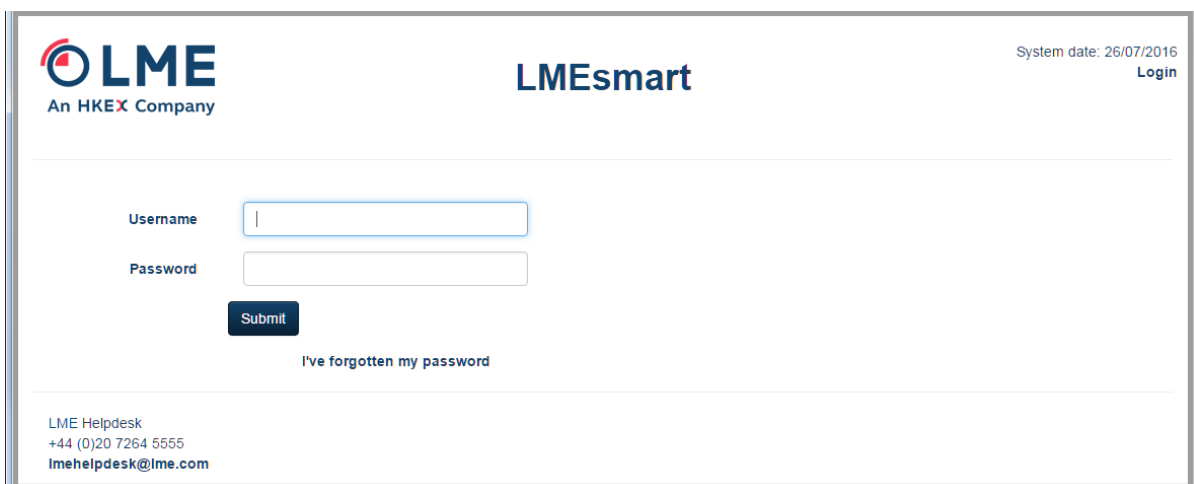
2 Login

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

The LME will initially setup one or more administrative user accounts for a member. The member should contact posttradeoperations@lme.com to arrange this. Thereafter, the member is responsible for creating other new user accounts as required – see section 9 for more details on creating new user accounts. Members are responsible for ensuring that users with access to LMEsmart is kept up to date, e.g. if any members of staff leaves 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



The screenshot shows the LMEsmart login interface. At the top left is the LME logo with the text 'An HKEX Company'. At the top right is the text 'LMEsmart' and 'System date: 26/07/2016 Login'. The main form area contains two input fields: 'Username' and 'Password'. Below the 'Password' field is a 'Submit' button. Underneath the 'Submit' button is a link that says 'I've forgotten my password'. At the bottom left of the page, there is contact information for the LME Helpdesk: 'LME Helpdesk', '+44 (0)20 7264 5555', and 'lmehelpdesk@lme.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.

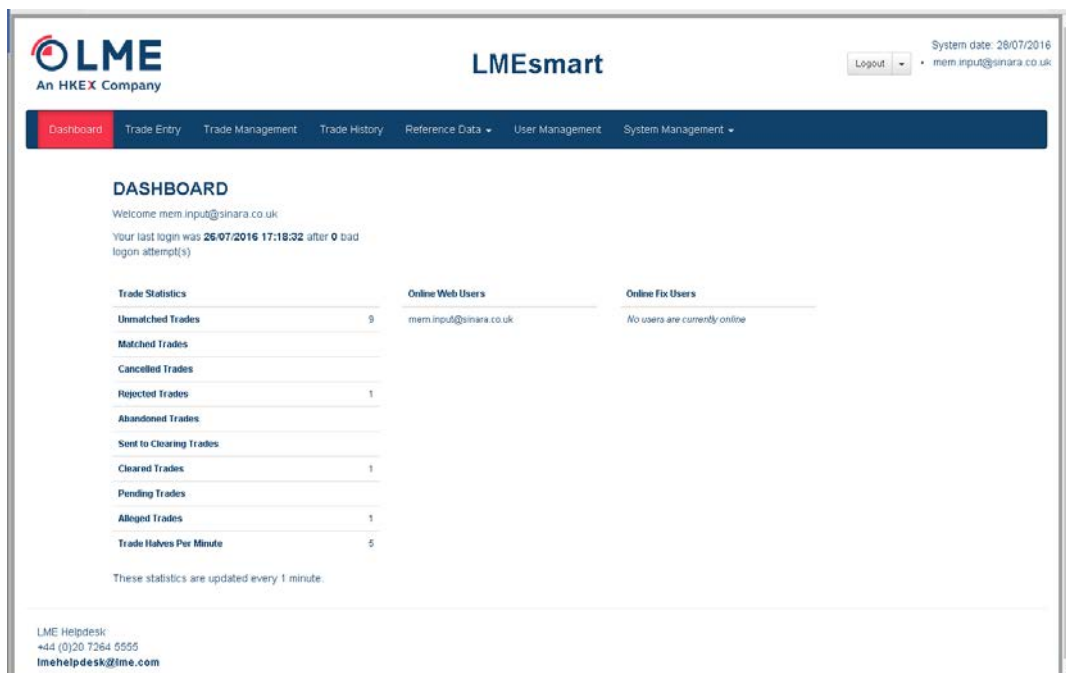


3 Dashboard

The *Dashboard* screen shows summary statistics for the current user and day. All users have access to view the *Dashboard* screen. On first use of the GUI in a given browser, the user will be prompted to choose the date format they wish to see dates in. Once this has been selected one time then the user does not have to pick this again.

An example of the dashboard screen is shown below.

Figure 2 - Dashboard Screen



The following items are on the *Dashboard*:

- When the user last successfully logged in (note this refers to the last time before the current session).
- The number of failed password attempts since the last successful log in (again this refers to the number of failed password attempts since the last successful log in before the current session logged in).
- A count of Trade Halves submitted by the user's Member at each state
- The current rate of Trade Halves submitted by the user's Member
- List of Users online
- List of Fix APIs online

All counts are for numbers of trade halves where your member is the entering member in that half. For client crosses there will be two halves counted per trade (as your member is the entering member on both sides). For carries, all legs in a trade half are counted as just one item in the count.

A list of the user's available profiles are also shown to allow one-click loading (see the Load function in section 11.1).



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 3 - Trade Entry Screen

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	U
1	AAA	28/07/2016	F	NORMAL	Current	LME	Inter-office Telephone Trading	AND	B	5	4555					17/08/2016	
2	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	CAD	S	2		10	5050	C	5	03/08/2016	SC
3	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	CAD	S	2	4599					3	

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 half. The screen allows for entry of the member’s half of trades (with the counterparty member responsible for entering the other half). The user can tab between fields in the entry area for speed of entry.
- **Trade List** – each row represents an outright trade half or the leg of a carry trade half. 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 4.4 for more on editing a trade.



4.1 Entering an Outright

To enter an outright trade half 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.

The fields required are also affected by whether the trade is an exchange trade or a client trade. However, this validation is done by the matching system once the trade is submitted so these fields are not indicated by an asterisk on screen.

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 contract (AHD) which shows in the list, but not yet the Buy/Sell so this is empty in the list.

Figure 4 - Entering an outright

The screenshot shows a 'TRADE ENTRY' form with multiple input fields. Fields with an asterisk (*) are mandatory. The form includes fields for Trade Date, Template, Trade Cat, Price Type, Market, Venue, Contract, Buy/Sell, Volume, Price, Premium, Strike, Call/Put, Volatility, Prompt/Expiry, Underlying Price, Unique Product Id, Counterparty, Clearing Member, Account Type, Account Code, Client Id, Client Code, Time, Public Ref, Private Ref, Trading Capacity, Compx Trd Coept Id, Commodity Deriv Ind, Inv Decision, Inv Decision Ctry, Exec Decision, Exeo Decision Ctry, and Entry Reason. Below the form is a table with columns: #, Member, Trade Date, Template, Trade Cat, Price Type, Market, Venue, Contract, Buy/Sell, Volume, Price, Premium, Strike, Call/Put, Volatility, Prompt/Expiry, Underlying Price.

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Underlying Price
1		12/12/2018	F	NORMAL	Current			AHD									



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. buy/sell, price, volume and prompt). 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 5 - Entering a carry

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Un
1	AAA	28/07/2016	C	NORMAL	Current	LME	Ring	AHD	B	5	2555					03/08/2016	
2	AAA		L						S	5	2560					10/08/2016	
▶ 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).



4.3 Entering a Strategy

A strategy is a grouping of two or more trades that are considered as an atomic unit in terms of matching and clearing, i.e. they must all be matched or none matched.

A strategy can contain a combination of outright and carries for different contract types, but all trades in the strategy must have the same values for the following fields:

- Trade Date
- Trade Category
- Market
- Venue
- Counterparty
- Client Code
- Account Type
- Account Code
- Client ID

To enter a strategy the user should enter the trade information as described in the previous sections. The only difference is that the user must select the *Submit As Strategy* check box before clicking the *Submit* button. This will include all non-submitted trades in the strategy. An example of this is shown below.

Figure 6 - Submit as strategy

TRADE ENTRY

Trade Date: 08/09/2016 *
 Template: F *
 Trade Cat: NORMAL *
 Price Type: Current *
 Market: LME *
 Venue: TELEPHONE *
 Contract: AHD *
 Buy/Sell: B *

Volume: 1 *
 Price: 1000 *
 Premium: *
 Strike: *
 Call/Put: *
 Volatility: *
 Prompt/Expiry: 3 *
 Underlying Price: *

Counterparty: BBB *
 Clearing Member: *
 Account Type: H *
 Client Id: *
 Client Code: *
 Time: 09:00 *
 Public Ref: *
 Private Ref: *

Delete Row (F8) Revert Changes

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Underlying Price	Counterparty	Clearing Me
1	AAA	08/09/2016	F	NORMAL	Current	LME	TELEPHONE	AHD	B	1	1000					3		BBB	
2	AAA	08/09/2016	F	NORMAL	Current	LME	TELEPHONE	AHD	B	1	1000					3		BBB	

* Add New (F9) Copy down (F7)

Upload File

Submit as a Strategy: Clear All Submit All



4.4 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 7 - Editing a trade

The screenshot shows the 'TRADE ENTRY' form with various input fields for trade details. Below the form is a table with the following data:

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Un
1	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	AHD	B	5	5555					3	
2	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	CAD	B	5	-5555					C	
3	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	CAD	B	5	-5555					C	

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 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.

4.5 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

4.6 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*



4.7 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 trade halves in the table that are not yet submitted.

The system will carry out validation on each trade half and if this is passed then the trade half will go into the UNMATCHED 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 8 - Successful submission

The screenshot shows the 'TRADE ENTRY' form with various input fields for trade details. Below the form is a table with the following data:

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Un
1	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	AHD	B	5	5555					3	Submitted
2	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	CAD	B	5	4555					C	Submitted
3	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	CAD	B	5	4555					C	Submitted

If a given trade half (or strategy) 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 prompt date. A trade that has failed system validation will be in the REJECTED state and will be visible on the *Trade Management* screen.

Figure 9 - Trade fails validation

The screenshot shows the 'TRADE ENTRY' form with the 'Prompt/Expiry' field highlighted in red. Below the form is a table with the following data:

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Un
1	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	AHD	B	5	4555					26/12/2016	Rejected

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 and 4th rows have failed validation because of an invalid prompt date (row 2) and a missing public reference for a trade with category Give-Up Executor (row 4), whereas rows 1 and 3 were submitted successfully.

Figure 10 - Multiple failed validations

TRADE ENTRY

Trade Date: 28/07/2016 *

Template: F

Trade Cat: GIVE-UP CLEARER

Price Type: Current

Market: LME

Venue: Ring

Contract: AHD

Buy/Sell: B

Volume: 5 *

Price: 5000 *

Premium:

Strike:

Call/Put:

Volatility:

Prompt/Expiry: 17/08/2016 *

Underlying Price:

Counterparty: BBB

Clearing Member:

Account Type: H

Account Code:

Client Id:

Client Code:

Time:

Public Ref:

Private Ref:

Trading Capacity:

Complex Trd Compt Id:

Commodity Deriv Ind:

Inv Decision:

Inv Decision Ctry:

Exec Decision:

Exec Decision Ctry:

Entry Reason:

Delete Row (F8) Revert Changes

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	
1	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	AHD	B	5	4555					C	Submitted
2	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	AHD	B	5	4555					26/12/2016	Delete
3	AAA	28/07/2016	F	NORMAL	Current	LME	Ring	AHD	B	5	5000					17/08/2016	Submitted
4	AAA	28/07/2016	F	GIVE-UP CLEARER	Current	LME	Ring	AHD	B	5	5000					17/08/2016	Delete

* Add New (F9) Copy down (F7)

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



4.8 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 submitted and non-submitted entries.

4.9 Trade File Upload

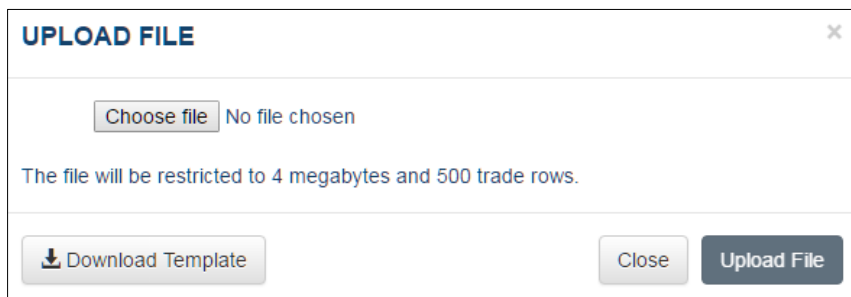
Trade halves may be entered using a file upload mechanism. The format of the file required is described in Appendix C.

There are two different file upload mechanisms available:

- For files containing 500 rows or less – using the *Upload File* feature from the Trade Entry screen as described below.
- For files containing more than 500 rows – using the Trade Upload screen as described in section 5.

A blank template can be downloaded by clicking on the *Upload File* button at the bottom left of the screen. This will bring up an upload dialog as shown below.

Figure 11 - Upload File



The user should select *Download Template* to download the blank template.

To upload a file the user should launch the upload dialog in the same way as above and use the *Choose file* option to browse for a file on their local file system. Once the file has been selected, click on *Upload File* to upload. This will pre-populate the trade list and the user will still need to submit them using the same mechanism described above.



5 Trade Upload

This screen allows a member to upload a file with up to 10000 trade rows in it. Users with the following roles have access to this screen:

- Member Super User
- Member Input

There are two sub-screens under this menu:

- Trade Upload – to upload a file
- Manage Uploads – to review state and results of uploads for the current day

5.1 Trade Upload

This screen is for bulk-uploading trades using a CSV file. It works by allowing the member to upload a file and then the system processes it behind the scenes, giving updates on its progress on the Manage Uploads screen.

Multiple files can be uploaded (one after another), but only one file will be processed at once. Any errors can be downloaded to allow the member to alter and re-upload the errored trades. Any valid trade halves will be submitted for further processing automatically (i.e. matching and clearing).

The uploaded file has the following restrictions:

- It must be a CSV file (comma separated text)
- Its headings must match the headings provided in the template file
- It cannot have more than 10000 trade half rows in the CSV file

The format of the file required is described in Appendix C. A template can also be downloaded from the Trade Upload screen.

It should be noted that the system will re-name any files uploaded to ensure files have a unique name for processing. The file will be re-named to:

MemberCode_YYYYMMDD_HHMMSS.csv

E.g.

ABC_20181016_102315.csv



5.2 Manage Uploads

This screen is for checking the status of any files uploaded. An example is shown below.

Figure 12 - Manage Uploads

MANAGE UPLOADS							
Filename	Upload Time	State	Total rows	Processed rows	Rejected rows	Last Updated	Username
JPM_20181016_105648.csv	10:56:48	Processed	1000	1000		11:04:58	sarahm
JPM_20181016_105823.csv	10:58:23	Processed	1000	1000	5	11:05:51	sarahm

The following details are shown:

- File name – the name the system created for this file as per the above
- Time of upload – in London time
- State - one of Unprocessed, Processing, Processed. The system will only process one file at a time so there will only ever be one file in the Processing state. Any Unprocessed files will need to wait for this to complete before being processed.
- Total row count – number of trade half rows detected in the file
- Processed row count – once this reaches the Total Row Count then the state should change to Processed.
- Rejected row count – number of rows that were set to the Rejected state (note for a carry this will count each leg since each leg is a row).
- Last Updated – in London time
- Username – the user who uploaded the file
- Download Rejected (only available if in the Processed state and the Rejected Row Count was greater than 0)

The view will be updated automatically every second with the latest state and count information. For example for a file in the Processing state the user will be able to see the processed rows count going up to indicate processing is occurring and give them an indication of how long it will be until completion. If multiple different historic dates are included in the upload file then processing may take multiple minutes to complete.

If a file is displayed with the following state then the file should **not** be re-uploaded in its entirety:

Error - file was only partially processed. Re-upload only those rows not processed already

Instead the member should edit the file to remove the trade rows that have been processed before re-uploading. The Manage Upload screen should indicate how many rows were already processed. The Trade Management screen can also be checked to verify which trades have already been processed.



6 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

To view all trade halves for today entered for the user’s member or where the user’s member is the counterparty click the *Run* button in the *Filter Settings* panel. An example of the result of this is shown below.

Figure 13 - Trade Management Screen

The screenshot shows the 'TRADE MANAGEMENT' interface. At the top, there is a 'FILTER SETTINGS' panel with an 'Expand' button. Below this are several control buttons: 'Export', 'Popout', 'Pause', 'Columns', 'Table Highlight Key', and 'Save Profile'. The main area is titled 'TRADE DATA' and contains a table with the following columns: Trade Date, Price Type, Contract Type, Contract, Volume, IB's, Price, Price Code, Prompt Code, Prompt, Copy, Pub Ref, Time, Trade State, Trade Half Id, and Leg Number. The table contains six rows of trade data. To the right of the table, there is a vertical scroll bar and a column of 'Actions' buttons for each row.

Trade Date	Price Type	Contract Type	Contract	Volume	IB's	Price	Price Code	Prompt Code	Prompt	Copy	Pub Ref	Time	Trade State	Trade Half Id	Leg Number
08/09/2016	Current	F	AHD	1	BUY	1000		3M	08/12/2016	BBB		09:00:00.000	Unmatched	16	1
08/09/2016	Current	F	AHD	1	BUY	1000		3M	08/12/2016	BBB		09:00:00.000	Unmatched	17	1
08/09/2016	Current	F	AHD	5	BUY	2000		CASH	12/09/2016	BBB		09:00:00.000	Unmatched	18	1
08/09/2016	Current	F	AHD	5	SELL	2001		3M	08/12/2016	BBB		09:00:00.000	Unmatched	16	2
08/09/2016	Current	F	CAD	5	BUY	2000			21/12/2016	BBB		09:00:00.000	Unmatched	19	1
08/09/2016	Current	F	AHD	1	BUY	1000		3M		AMT		09:00:00.000	Rejected	1	1

Each row in this list represents a single leg of a trade half, i.e. a two-leg carry trade half will consist of two rows (but with different leg numbers as can be seen in rows 3 and 4 above).

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 change state will show this state change.

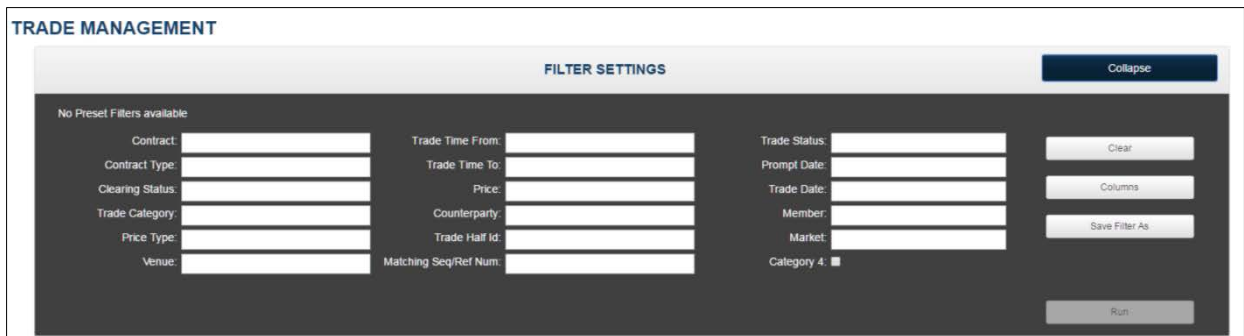
All times shown on the screen are displayed in London time apart from Trade Time (Time) which is shown in UTC. Within the system all times are stored in UTC.



6.1 Filters

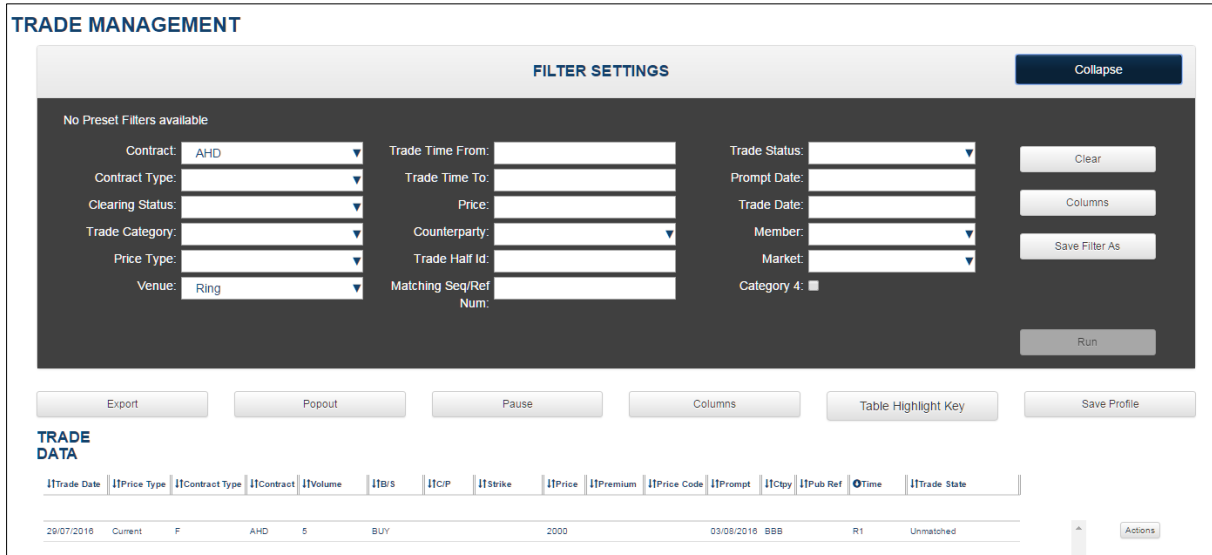
The trades shown in the trade list can be filtered by applying filters in the *Filter Settings* panel. This panel is shown below. If this panel is not visible on screen then click on the *Expand* button (and similarly it can be hidden by clicking on the *Collapse* button).

Figure 14 – Trade Management Filter Settings Panel



To filter the list, enter the values for the filter and then click *Run*. For example in this case the user has selected to view only trades for the Contract “AHD” that have been registered for the “Ring” venue.

Figure 15 - Applying a filter



The user must always click on *Run* to apply a new filter to the trade list shown, the GUI will not automatically apply a filter.

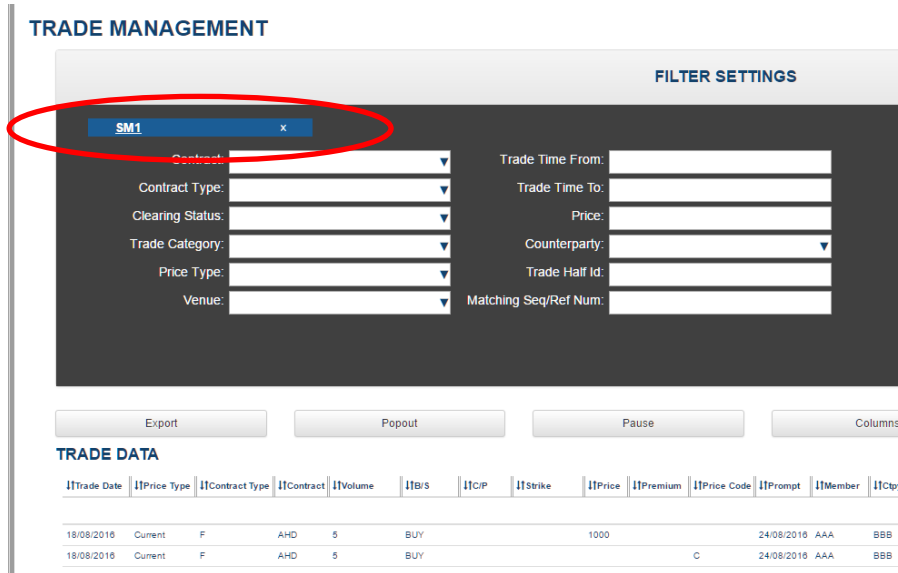
To clear the current filter click on the *Clear* button. Note that the user will then need to click *Run* again to refresh the list.

A specific filter can be saved by using the *Save Filter As* button. This will prompt the user for a name for the filter. Once it has been saved it will be available as a shortcut in the filter panel whenever the



user accesses the *Trade Management*. An example of this is shown below where the user has saved a filter called “SM1”. The user just needs to click on the saved filter name and it will automatically be run and the results displayed. A single user can have up to 10 saved filters. Saving a filter also saves the columns selected for display and their order (as described in the next sections).

Figure 16 - Saved Filter



6.2 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 any of the column headings.



6.3 Columns – choosing

A default set of columns is shown when a filter is first applied on this screen. 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.

Figure 17 - Choosing columns for display

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. To save a favourite set of columns the *Save Filter As* function should be used (see section 6.1).

6.4 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.



6.5 Highlighting

The trade list displayed on the *Trade Management* screen can be configured to colour-code rows based on how long they have been in the UNMATCHED state. For example if a trade of category normal has been unmatched for 10 minutes it could be highlighted in red.

Thresholds can be configured on a per trade category basis for the user's member on the *System Management – Member Management* screen (configuration is only available to users with the Member Super User or Member Admin roles but viewing of highlighting is available to all). See section 11.4 for more details.

There are two thresholds available for each trade category one of which will be highlighted in orange and one in red.

Figure 18 - Trade Highlighting

TRADE MANAGEMENT

FILTER SETTINGS Expand

Export Popout Pause Columns Table Highlight Key Save Profile

TRADE DATA

Trade Date	Price Type	Contract Type	Contract	Volume	IB/S	IPC	Strike	Price	Premium	Price Code	Prompt	Cpty	Pub Ref	Time	Trade State
18/08/2016	Current	F	AHD	5	BUY			1000			24/08/2016	BBB		09:00:00	Unmatched
18/08/2016	Current	F	AHD	5	BUY					G	24/08/2016	BBB		09:00:00	Unmatched
18/08/2016	Current	T	AHD	5	BUY	CALL	1000		10		07/09/2016	BBB		09:00:00	Unmatched
18/08/2016	Current	F	AHD	5	BUY			2000			07/09/2016	AAA		09:00:00	Unmatched
18/08/2016	Current	F	AHD	5	BUY			2000			18/11/2016	BBB		09:00:00	Unmatched
18/08/2016	Current	F	AHD	5	BUY			2000			22/08/2016	BBB		09:00:00	Unmatched
18/08/2016	Current	F	AHD	5	BUY			2000			19/08/2016	BBB		09:00:00	Unmatched
18/08/2016	Current	F	AHD	5	SELL			1001			18/11/2016	AAA		09:00:00	Cleared
18/08/2016	Current	F	AHD	5	BUY			1001			18/11/2016	BBB		09:00:00	Cleared
18/08/2016	Current	F	AHD	5	BUY			1001			18/11/2016	BBB	Test1	09:00:00	Cleared
18/08/2016	Current	F	AHD	5	SELL			1001			18/11/2016	AAA	Test1	09:00:00	Unmatched

Actions



6.6 Popouts and Profiles

Popouts allow the user to view more than one list of trades at the same time and have these updating in real time on the screen. For example a user might want to be able to have on screen a list of unmatched trades, a list of cleared trades and a list of rejected trades.

To create a Popout:

- Go to the *Trade Management* screen
- Apply the desired filter (making sure to click on *Run*)
- Click on the *Popout* button
- Give the Popout a name

In the example below the user has created a Popout called “UNMATCHED” to show just unmatched trades.

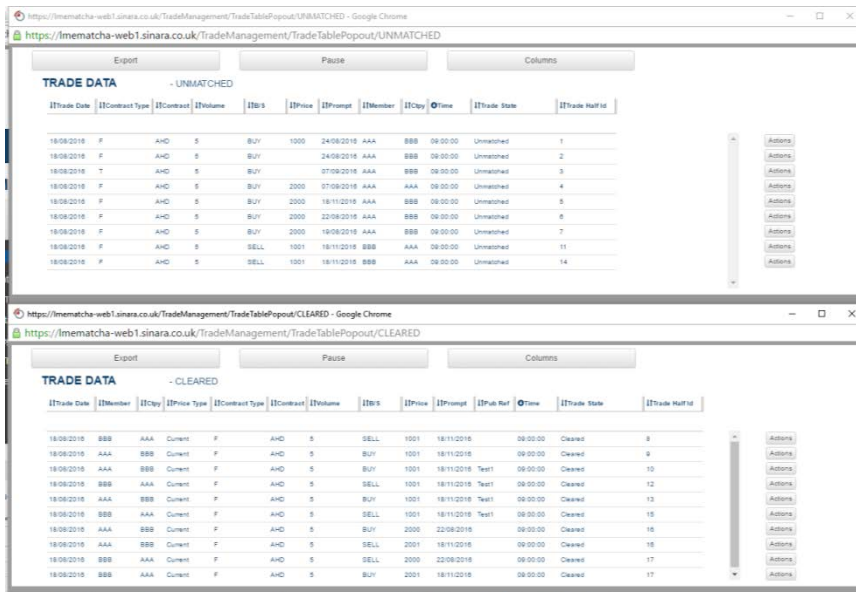
Figure 19 - Popout

Trade Date	Price Type	Contract Type	Contract	Volume	IB's	ICP	Strike	Price	Premium	Price Code	Promot	Copy	Pub Ref	Time	Trade State	Trade Ref Id	Member
18/08/2018	Current	F	AHD	5	BUY			1500			24/08/2018	BBB		08:00:00	Unmatched	1	AAA
18/08/2018	Current	F	AHD	5	BUY					C	24/08/2018	BBB		09:00:00	Unmatched	2	AAA
18/08/2018	Current	T	AHD	5	BUY	CALL	1000		10		07/09/2018	BBB		09:00:00	Unmatched	3	AAA
18/08/2018	Current	F	AHD	5	BUY			2500			07/09/2018	AAA		09:00:00	Unmatched	4	AAA
18/08/2018	Current	F	AHD	5	BUY			2000			18/11/2018	BBB		09:00:00	Unmatched	5	AAA
18/08/2018	Current	F	AHD	5	BUY			2000			22/08/2018	BBB		09:00:00	Unmatched	8	AAA
18/08/2018	Current	F	AHD	5	BUY			2000			19/08/2018	BBB		09:00:00	Unmatched	7	AAA
18/08/2018	Current	F	AHD	5	SELL			1001			18/11/2018	AAA	Test1	09:00:00	Unmatched	11	BBB
18/08/2018	Current	F	AHD	5	SELL			1001			19/11/2018	AAA	Test1	09:00:00	Unmatched	14	BBB

Once opened, the Popout is independent of the *Trade Management* screen and the user can select which columns to show and the order/size of these on the screen as they would on the main *Trade Management* screen. The user can also re-size and position the window as required, e.g. in the example below the user has opened two different Popouts showing different columns and positioned these so they can see all both on screen at once.



Figure 20 - Multiple Popouts



The user can save a set of favourite Popouts so that they can bring these all up together in the future and avoid having to go to the *Trade Management* screen and filter and launch each one in turn. A set of Popouts is known as a Profile.

To save a set of currently open Popouts to a Profile click on the *Save Profile As* button and give the Profile a name. For users with the Member Super User role there is an additional option to save the profile as the Member Group Profile. The Member Group Profile will be available to all other users for the same member.

Once saved the Profile can be accessed in two ways in the future:

- From the *Dashboard* screen
- From the *System Management – Profile Management* screen (see section 11.1)

On clicking on the Profile name on one of these screens all the Popouts in the Profile will be launched. Note that the user's browser settings may prevent the Popouts from launching first time.

For example Chrome has an automatic block pop-up feature. There is an icon on the right side of the address bar (next to the favourite star) that if you click on you can disable 'block multiple pop-ups' for this particular site.



6.7 Pause

In normal running of the Trade Management screen, trade halves appear in real-time as they are entered via the GUI or the FIX API. The user can pause this functionality by using the *Pause* button.

When the display is paused:

- Trade halves are not removed nor added to the list
- Trade halves are not re-ordered unless the user explicitly clicks on column headings
- Field values may still update, e.g. the trade state can change

To go back into real-time operation the user should click *Unpause*,

6.8 Export

The user can export the content of the trade list to a csv file compatible with Excel by clicking the *Export* button. 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 user's 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 also contain the columns and order as shown on the screen.

Note: some fields in LMEsmart contain 16 digit identifiers which will not be shown correctly in Excel by default:

- Matching Reference Number
- Clearing Reference Number
- TVTIC

If an exported csv containing these fields is opened directly in Excel then they will be truncated to 15 digit precision (i.e. the last digit will become a zero). Therefore, if the user wishes to open an exported file that contains one or more of these fields in Excel then the Excel import function must be used instead as follows:

1. Open up Excel with a blank workbook
2. On the Data ribbon, click on "From Text/CSV" (near the left of this ribbon)
3. Browse for the file and click on Import
4. This brings up a preview screen of the import (do not click on Load yet)
5. Click on Transform Data
6. This brings up a slightly different preview screen allowing the user to change formats
7. Scroll across to the Matching Reference Number column. It should have a small "1,2,3" in the column header next to the column name
8. Click on the "1,2,3" and select "Text" from the available formats
9. When it prompts about "Change Column Type", agree to "Replace Current"
10. The full Matching Reference Number should now be displayed (no zero in last digit)
11. Click on "Close & Load" at the top left



6.9 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 21 - Trade Management Actions

The screenshot displays the 'TRADE MANAGEMENT' interface. At the top, there is a 'FILTER SETTINGS' section with an 'Expand' button. Below this are several control buttons: 'Export', 'Popout', 'Pause', 'Columns', 'Table Highlight Key', and 'Save Profile'. The main area is titled 'TRADE DATA' and contains a table with columns: 'Trade Date', 'Price Type', 'Contract Type', 'Contract', 'Volume', 'B/S', 'C/P', 'Strike', 'Price', 'Premium', 'Price Code', 'Prompt', 'C/pty', 'Pub Ref', 'Time', and 'Trade State'. A context menu is open over the 'Actions' button of the 10th row, showing options: 'View Details', 'View Related', 'Create Duplicate', 'Amend', and 'Cancel'. Each row in the table also has an 'Actions' button at its end.

Trade Date	Price Type	Contract Type	Contract	Volume	B/S	C/P	Strike	Price	Premium	Price Code	Prompt	C/pty	Pub Ref	Time	Trade State
22/08/2016	Current	F	CAD	1	BUY			1001			21/12/2016	BBB		08:00:00	Unmatched
22/08/2016	Current	F	CAD	1	BUY					S	24/08/2016	BBB		08:00:00	Unmatched
22/08/2016	Current	T	CAD	1	BUY	PUT	1000		10		07/12/2016	BBB		08:00:00	Unmatch
22/08/2016	Current	T	CAD	1	BUY	CALL	1000		10		07/12/2016	BBB		08:00:00	Unmatch
22/08/2016	Current	A	CAD	1	BUY	CALL	1000		10		30/11/2016	BBB		08:00:00	Rejected
22/08/2016	Current	F	CAD	1	BUY			1008			21/12/2016	AAA		08:00:00	Rejected
22/08/2016	Current	A	CAD	1	BUY	CALL	1000		10		30/11/2016	BBB		08:00:00	Rejected
22/08/2016	Current	F	CAD	1	BUY			1009			22/11/2016	BBB		08:00:00	Unmatch
22/08/2016	Current	F	CAD	1	BUY			1010			16/11/2016	BBB		08:00:00	Unmatch
22/08/2016	Current	F	CAD	1	SELL			1010			21/12/2016	BBB		08:00:00	Unmatched
22/08/2016	Current	F	CAD	1	BUY			1011			19/10/2016	BBB		08:00:00	Unmatched
22/08/2016	Current	F	CAD	2	SELL			1011			16/11/2016	BBB		08:00:00	Unmatched
22/08/2016	Current	F	CAD	1	BUY			1011			21/12/2016	BBB		08:00:00	Unmatched

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.

6.9.1 View Details

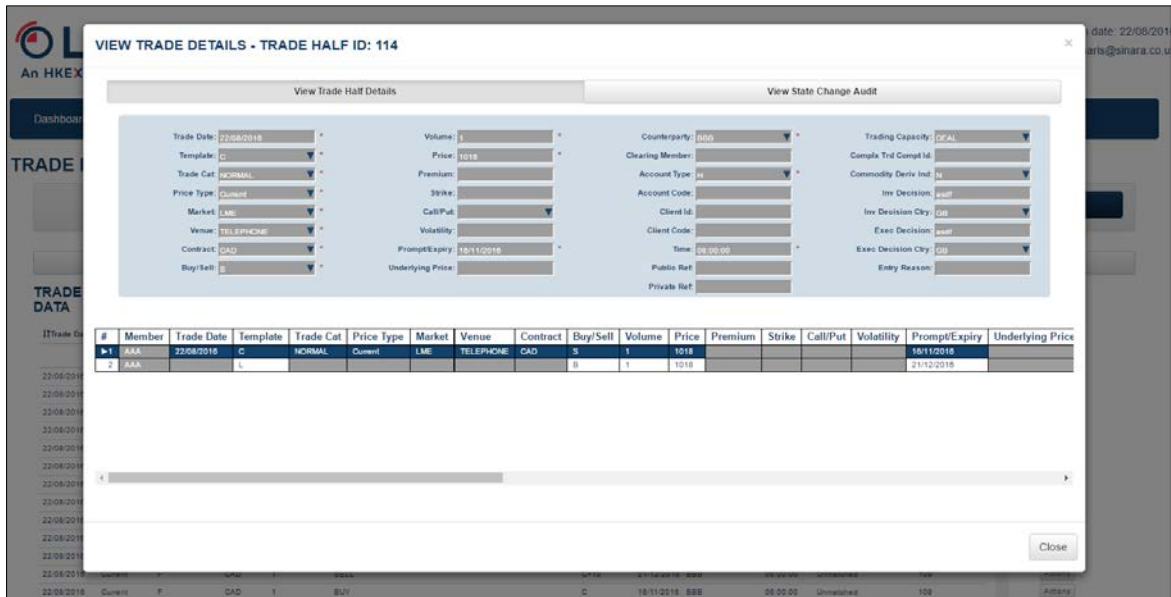
This action is available for all rows for all users with access to the *Trade Management* screen. It will display a pop-up window with two tabs:

- View Trade Half Details – this shows the full details of the trade half to which the row belongs.
- View State Change Audit – this shows a history of state changes for the trade half, i.e. UNMATCHED, MATCHED etc.

If the row is part of a carry trade then the full details of the carry will be shown. An example is shown below for a carry trade half.



Figure 22 - View Trade Half Details



6.9.2 View Related

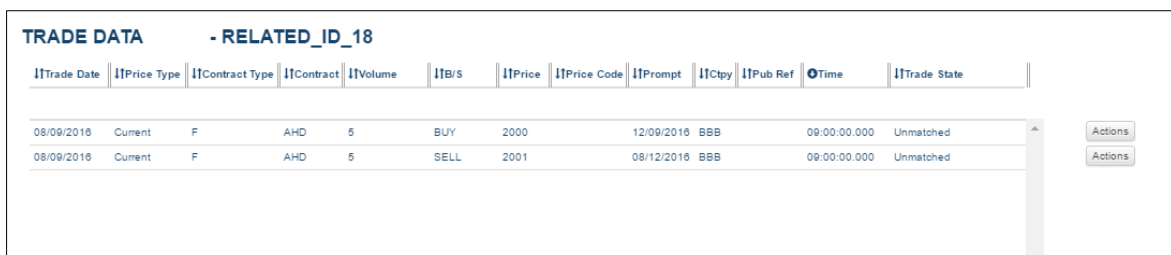
This action is available for all rows for all users with access to the *Trade Management* screen. On click it will display a Popout displaying all trade halves related to the selected one.

A related trade-half will be:

- The selected trade-half itself (including all legs)
- The trade half on the other side of the trade (if the trade half has been matched)
- Any other trade halves in the same strategy (if part of a strategy)
- The trade halves on the other side of the strategy (if part of a matched strategy)

These Trade-Halves will be displayed as a Popout screen which will have all the normal functionality of a Popout as described in section 6.6. An example is shown below.

Figure 23 - View Related



The ID shown on this page comprises of the Trade Half Id.

As only one View Related view is allowed on screen, however, selecting one of the actions that opens a popup (such as Allocate, or Amend) will automatically close the View Related popup.



6.9.3 Amend

This action is only available for rows in the UNMATCHED or PENDING VALIDATION states. It is only available to users with the Member Super User or Member Input roles.

On click it will display a pop-up window allowing the user to edit the details of the trade and submit the amendments. An example is shown below.

Figure 24 - Amend Trade

#	Member	Trade Date	Template	Trade Cat	Price Type	Market	Venue	Contract	Buy/Sell	Volume	Price	Premium	Strike	Call/Put	Volatility	Prompt/Expiry	Underlying Price	Counterparty	Clearing Membe
1	AAA	22/08/2016	F	NORMAL	Current	LME	TELEPHONE	AND	B	5	4000					31/08/2016		BBB	

On submissions, the system will cancel the original trade and submit a new trade with the new details. On the Trade Management screen, the user will see a CANCELLED row for the original trade and the new UNMATCHED row for the new trade (or another state if it matches immediately). An example of this is shown below.

Figure 25 - Amended Trade on Trade Management

Member	Ctpy	Pub Ref	Time	Trade State	Trade Half Id
AAA	BBB		09:00:00	Unmatched	125
AAA	BBB		09:00:00	Cancelled	124



6.9.4 Create Duplicate

This action is available for all rows. It is only available to users with the Member Super User or Member Input roles.

On click it will display a pop-up window allowing the user to edit the details of the trade and submit this as a new trade. On submissions the system will create a new trade. The original trade that was duplicated is not affected. An example of the pop-up screen is shown below.

Figure 26 - Create Duplicate

6.9.5 Cancel

This action is only available for rows in the UNMATCHED or PENDING VALIDATION states or for client cross trades that are in the CLEARED state. It is only available to users with the Member Super User or Member Input roles.

On click it will prompt the user as to whether they are sure they want to cancel the trade. If they confirm then the trade state will change to CANCELLED. The trade half will no longer be able to be matched.



6.9.6 Agree

This action is only available for rows that represent a trade half which has been alleged to the member that the user belongs to. These are trades where the user's member is the counterparty and the member has not yet entered their half of the trade. This action is only available to users with the Member Super User or Member Input roles.

On click it will display a pop-up where the user can enter the remaining details for their side of the trade. Only certain fields need to be entered with the rest being defaulted to those of the other side. An example is shown below.

Figure 27 - Agree Alleged Trade

AGREE TRADE HALF [Close]

PLEASE ENTER DETAILS:

Account Type: [dropdown] *	Clearing Member: [greyed out]	Commodity Deriv Ind: [dropdown]
Account Code: [text]	Public Ref: [text]	Inv Decision: [text]
Client Id: [text]	Private Ref: [text]	Inv Decision Ctry: [dropdown]
Client Code: [text]	Trading Capacity: [dropdown]	Exec Decision: [text]
Time: [text] *	Complx Trd Compt Id: [text]	Exec Decision Ctry: [dropdown]
		Entry Reason: test *

[Cancel] [Agree]

6.9.7 Reject

This action is only available for rows that represent a trade half which has been alleged to the member that the user belongs to. These are trades where the user's member is the counterparty and the member has not yet entered their half of the trade. This action is only available to users with the Member Super User or Member Input roles.

On click it will prompt the user as to whether they are sure they want to reject the trade. If they confirm then the trade state will change to REJECTED. The trade half will no longer be able to be matched.



6.9.8 Allocate

The allocate function allows a member to allocate cleared exchange trades across multiple client accounts. This action is only available for rows in the CLEARED state. It is only available to users with the Member Super User or Member Input roles.

On click it will display a pop-up trade entry screen. The *Trade List* will be pre-populated with one row based on the original trade half:

- Client account trade half with a blank account type

An example is shown below. The original exchange trade in this case was a Buy for 10 lots at 5500.

Figure 28 - Allocate

The user can add more rows to the list as required to allocate across further client accounts. Once all allocation is completed then the user should submit. The trade halves will be treated in the same way as new trade halves entered on the *Trade Entry* screen.

Note that there is no connection or validation between the original exchange trade and the newly allocated client trades.

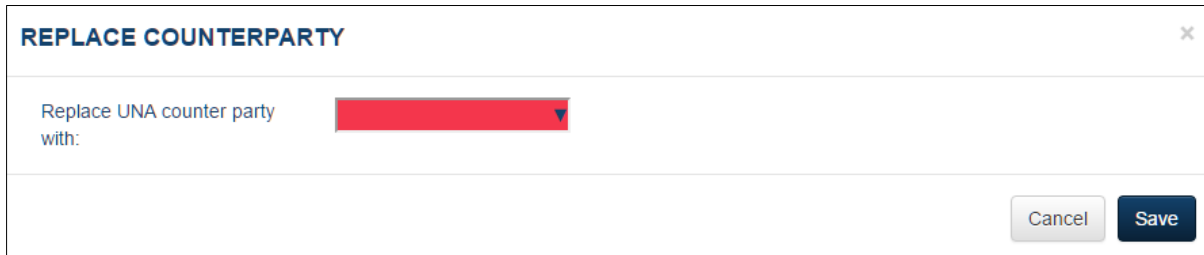


6.9.9 Replace Counterparty

This action can be used for any cleared Give-Up Executor trade half that was originally entered with a UNA counterparty. It would be used when the actual counterparty becomes known.

On click this will bring up the following pop-up:

Figure 29 - Replace Counterparty



The screenshot shows a modal window titled "REPLACE COUNTERPARTY". Inside the window, there is a label "Replace UNA counter party with:" followed by a red dropdown menu. At the bottom right of the window, there are two buttons: "Cancel" and "Save".

The new counterparty should be entered and Save clicked.

This will have the effect of:

- Cancelling the two original trade halves (the one originally entered with the UNA counterparty and the one the system automatically generated off this for the other side).
- Once the above cancellation has been confirmed by the CCP, creating a new trade half with the new counterparty

7 Trade History

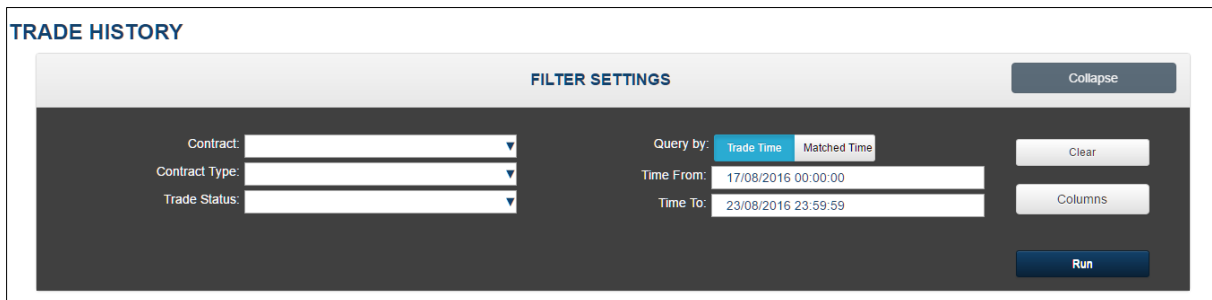
The *Trade History* screen allows users to view lists of trades entered on the days prior to the current day and apply filters and sorting to these. Note that trades from the current day will not be shown on this screen – the user should use the *Trade Management* screen to view these.

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 this 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 30 – Trade History - Filter Settings Panel



To filter the list, enter the values for the filter and then click Run. The *Time From* and *Time To* fields work differently depending on whether *Trade Time* or *Matched Time* has been selected for searching

- Matched Time – times are entered in London Time since this field is displayed in London Time in the results.
- Trade Time – times are entered in UTC since this field is displayed in UTC in the results. The dates must be on the same day when querying by Trade Time.

For example in this case the user has selected to view only trades for the Contract “AHD”.

Figure 31 - Trade History - Applying a Filter

The screenshot shows the 'TRADE HISTORY' interface. At the top, there is a 'FILTER SETTINGS' section with a 'Collapse' button. Below this, there are input fields for 'Contract' (AHD), 'Contract Type', and 'Trade Status'. To the right, there are 'Query by' options for 'Trade Time' and 'Matched Time', and 'Time From' and 'Time To' date pickers. Further right are 'Clear', 'Columns', and 'Run' buttons. Below the filter settings are 'Export' and 'Add/Remove Columns' buttons. The main area is titled 'HISTORICAL TRADE DATA' and contains a table with columns: Trade Date, Price Type, Contract Type, Contract, Volume, B/S, C/P, Strike, Price, Premium, Price Code, Prompt, C/P, Pub Ref, Time, and Trade State. The table lists several trades from 18/08/2018 to 18/08/2018. On the right side of the table, there is a vertical scroll bar and a column of 'Actions' buttons for each row.

Trade Date	Price Type	Contract Type	Contract	Volume	B/S	C/P	Strike	Price	Premium	Price Code	Prompt	C/P	Pub Ref	Time	Trade State
18/08/2018	Current	F	AHD	5	BUY			1000			24/08/2018	BBB		08:00:00	Abandoned
18/08/2018	Current	F	AHD	5	BUY					C	24/08/2018	BBB		08:00:00	Abandoned
18/08/2018	Current	T	AHD	5	BUY	CALL	1000		10		07/09/2018	BBB		08:00:00	Abandoned
18/08/2018	Current	F	AHD	5	BUY			2000			07/09/2018	AAA		08:00:00	Abandoned
18/08/2018	Current	F	AHD	5	BUY			2000			18/11/2018	BBB		08:00:00	Abandoned
18/08/2018	Current	F	AHD	5	BUY			2000			22/09/2018	BBB		08:00:00	Abandoned
18/08/2018	Current	F	AHD	5	BUY			2000			18/08/2018	BBB		08:00:00	Abandoned
18/08/2018	Current	F	AHD	5	SELL			1001			18/11/2018	AAA		08:00:00	Cleared
18/08/2018	Current	F	AHD	5	BUY			1001			18/11/2018	BBB		08:00:00	Cleared
18/08/2018	Current	F	AHD	5	BUY			1001			18/11/2018	BBB	Test	08:00:00	Cleared

Due to the fact that a trade history search may return many rows, the search is limited to returning a maximum of 500,000 rows. If a given filter would result in more rows than this then the user will be prompted to refine their search further.

For this same reason a given user is also 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 user's 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 also contain the columns and order as shown on the screen. Note: the same warning in regards to 16 digit fields applies as detailed in the Trade Management Export section.
- **Add/Remove Columns** – allows the user to select the columns displayed
- **Sort Columns** – by clicking on the column headings
- **Re-Order Columns** – by dragging column headings



8 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.

8.1 Trade Reference Data

8.1.1 Markets

This screen displays markets configured in the system.

An example of this screen is shown below.

Figure 32 - Markets

MARKETS		
Market	Booking Model	Status
EOS	T2	Enabled
LBMA		Enabled
LME	T4	Enabled



8.1.2 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 33 - Contracts

The screenshot shows a web interface titled "CONTRACTS" with an "Export" button in the top right corner. Below the title is a table with the following columns: Contract Code, TAPO, Option, Future, and Status. The table lists ten contract codes (AAD, AAE, AAS, AAY, AED, AHD, AHE, AHS, AHY) and provides links for viewing details for each type (TAPO, Option, Future, Calendar, Gradations) and a status of "Enabled".

Contract Code	TAPO	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

8.1.3 Contract Deadlines

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

Figure 34 - Contract Deadlines

CONTRACT DEADLINES
 This screen shows deadlines configured for today. Any updates to these will only affect the current day. Deadlines will be reset to default deadlines at the end of the day.

Search Commodity Code:

Commodity Code	Future		Option		TAPO	
	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		
AAV	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		

8.1.4 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 35 - Session Codes

SESSION CODES [Export](#)

Trade Date	Session Code
24/08/2016	C1
24/08/2016	C2
24/08/2016	C3
24/08/2016	C4
24/08/2016	K1
24/08/2016	K2
24/08/2016	K3
24/08/2016	K4



8.1.5 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 36 - 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

8.1.6 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 37 - Currency Holidays

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



8.2 Price Data

8.2.1 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 38 - Closing Prices

CLOSING PRICES								
Trade Date	Contract Code	Contract Type	Prompt Date	Delta	Volatility	Strike	Call/Put	Price/Premium
25/08/2016	AHD	A	31/08/2016	1.0000	20.0000	5003.00	Call	5003.00
25/08/2016	AHD	A	30/09/2016	1.0000	20.0000	5004.00	Call	5004.00
25/08/2016	AHD	A	31/10/2016	1.0000	20.0000	5005.00	Call	5005.00
25/08/2016	AHD	A	30/11/2016	1.0000	20.0000	5006.00	Call	5006.00
25/08/2016	AHD	A	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

8.2.2 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 39 - Valuation Prices

VALUATION PRICES								
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



8.2.3 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.

Figure 40 - Settlement Prices

SETTLEMENT PRICES				
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

8.2.4 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 41 - 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

8.2.5 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 42 - Yesterday's Settlement Prices

YESTERDAY'S SETTLEMENT PRICES				
Trade Date	Contract Code	Contract Type	Prompt Date	Price
24/08/2016	AHD	F	26/08/2016	5005.00
24/08/2016	AHD	F	25/11/2016	5015.00



8.2.6 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 43 - FX Rates

FX RATES				
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

8.3 Member Contact Details

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

Figure 44 - 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		

8.4 LME Contact Details

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

Figure 45 - LME Contact Details

LME CONTACT DETAILS	
Primary Telephone	+44 (0)20 7264 5555
Secondary Telephone	+44 (0)20 7264 5556
Email Address	lmehelpdesk@lme.com



9 User Management

The *User Management* screen allows users to view users for their member and add/edit users as required. Users with the 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 46 - User Management

Username	Member	Role	Details	State	Last Login	Created By	Updated By	
[obscured]	AAA	Member Super User	[obscured] London	Offline		tomh	tomh	View Details
01XGAAAT [obscured]	AAA	Member Super User	FIX AAA 1 - [obscured] London	Offline		tomh	tomh	View Details
[obscured]	AAA	Member Super User	[obscured] London	Offline		tomh	tomh	View Details
[obscured]	AAA	Member Admin	Member Admin London	Offline		tomh	tomh	View Details
[obscured]	AAA	Member Input	Member Input London	Offline	24/09/2018 13:57:34	tomh	tomh	View Details
[obscured]	AAA	Member IT User	Member IT User London	Offline		tomh	tomh	View Details

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

9.1 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.

Figure 47 - Create New Web GUI User

NEW WEB USER ✕

Role:

Email Address:

Username:

Full Name:

Location:

Phone Number:



9.2 Create New FIX API User

To create a new user for the FIX API then click on the *Create New FIX* button. This will launch a pop-up screen where the user details can be entered. An example is shown below.

Some of the fields are auto-populated or partially completed by the system:

- Username – all FIX user accounts should have a username that starts with the three character member mnemonic followed by the letters FIX, e.g. below the member is AAA so the username starts “AAAFIX”. The user can enter anything else they wish after this prefix.
- Password – this is auto-generated by the system to meet complexity requirements for FIX passwords.
- FAX Key - this is auto-generated by the system to meet complexity requirements for FIX keys.

Figure 48 - Create New FIX API User

The screenshot shows a web form titled "NEW FIX USER" with a close button (x) in the top right corner. The form contains the following fields and controls:

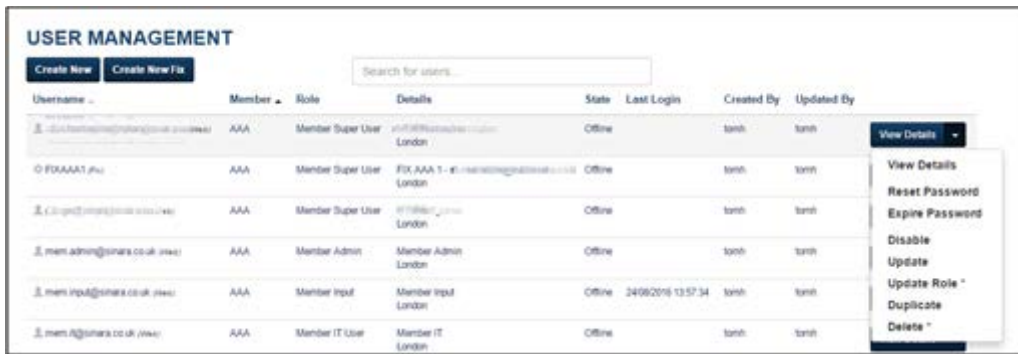
- Username:** A text input field containing "AAAFIX".
- Contact Email:** An empty text input field.
- Contact Name:** An empty text input field.
- Contact Phone Number:** An empty text input field.
- Location:** An empty text input field.
- Password:** A text input field containing "shsYy=9MI2JV&c\HuQK=(7ac". To its right is a "Generate New" button.
- FAX key:** A text input field containing "14A79D8A74308DA7BC2566047F757C92E231DAB8F4DE3EC87F4D3A867CFE1550". To its right is a "Generate New" button.

At the bottom right of the form are two buttons: "Cancel" and "Create".

9.3 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 address are obscured for security in this image)

Figure 49 - User Actions



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).



9.4 Export

On click the user will be prompted for a location to save the export to. On selecting this location, all users that are not deleted will be exported to that location in a csv file. Users that are not yet approved (pending a 4-eyes check) are also not included.

The export will be ordered on Username by default.
The following columns will be included in the export:

- Username
- User Type (name of the type - LME or Member)
- FixUserFlag (true or false)
- Member (three letter mnemonic)
- Role (name of the role)
- Full Name
- Location
- Phone Number
- Last Login (UK time)
- Created By (username)
- Updated By (username)
- Enabled (true or false) (n.b. this will also be false if the member is disabled)
- Locked (true or false)



10 RIB Management

The *RIB Management* screens allow users to carry out various RIB (Registered Intermediating Brokers) management activities.

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

- RIB Permissions
- RIB Trade Management

10.1 RIB Permissions

Users with the Member Super User or Member Input roles have access to this screen. It is used to manage which accounts RIBs are allowed to enter trades for.

The process to do this is as follows with each of these discussed in more detail below:

- Add account details for specific Traders
- Add RIB permissions on these trader accounts
- Setup PTRM limits on trader accounts if required

Any changes that are made will take effect immediately.

On initial access the user is presented with a list of Customers and Traders that have been registered to their member. This registration is carried out by the LME. There is a **View Accounts** function for each combination of Customer and Trader.

The **View Accounts** screen shows a list of accounts already entered for a specific Trader. By default the accounts are sorted on Clearing Account Type. The sort order can be changed by clicking on any of the following column headings:

- Clearing Account Type
- Clearing Account Code
- Client Id

Figure 50 - RIB Permissions View Accounts

Trader Account Id	Clearing Account Type	Clearing Account Code	Client Id	Client Code	Authorised RIBs	
63	C	1111	1234	CODE1111	IB1	View Details
65	C	2222	1234	CODE2222	IB1	View Details
64	H	1			IB1	View Details

There are the following functions available when viewing accounts for a Trader:

- **Add New** – presents a pop-up screen to enter the details of a new account for this Trader. More details are given on this in the next section.



- **View Details** – available in each row from the actions drop down. This can be used to view the full details of this account. This is similar to the Add New screen as discussed in the next section, but is already populated.
- **Edit** – available in each row from the actions drop down. This can be used to edit the full details of this account. This is similar to the Add New screen, but is already populated.
- **Manage RIBs** – available in each row from the actions drop down. This allows the user to allow or disallow RIBs on this account. This is discussed in more detail below.
- **Edit Acceptance Method** - available in each row from the actions drop down. This can be used to change the RIB Trade Acceptance Method between Manual and PTRM (Note: PTRM will only be available as an option if FIX Acceptance is not enabled for the Clearing Member).
- **Manage PTRM Limits** – this is only available in the actions drop down for the row if PTRM is enabled. This allows the user to manage PTRM limits and is discussed in more detail below.
- **Delete** – available in each row from the actions drop down. This deletes this account. Note that this just deletes this Traders link to the underlying account, not the account itself from underlying reference data.

10.1.1 Add/Edit Account

Clicking on Add New or Edit brings up a pop-up for adding/editing accounts as shown below. When creating a new trader account, the **Trader Account Id** field will not be populated due to new accounts not having ID's yet.



Figure 51 - Add Trader Account

NEW TRADER ACCOUNT

Trader Account Id:	(Pending Assignment)
Customer:	Metal Co
Trader:	Jane Smith
Clearing Account Type:	<input type="text" value="Select account type..."/>
Clearing Account Code:	<input type="text" value="Select account..."/>
Client Id:	<input type="text"/>
Client Short Code:	<input type="text"/>
Client Code:	<input type="text"/>
Country of Branch Client:	<input type="text" value="Select country..."/>
Decision Maker Short Code:	<input type="text"/>
Trading Capacity:	<input type="text" value="Select trading capacity..."/>
Complex Trade Component Id:	<input type="text"/>
Commodity Derivative Indicator:	<input type="text" value="Y"/>
Investment Decision:	<input type="text"/>
Investment Decision Country:	<input type="text" value="Select country..."/>
Execution Decision:	<input type="text"/>
Execution Decision Country:	<input type="text" value="Select country..."/>



Figure 52 - Edit Trader Account

EDIT TRADER ACCOUNT / 1111

Trader Account Id: 63

Customer: Metal Co

Trader: Jane Smith

Clearing Account Type: OMNIBUS_DIRECT_CLIENT

Clearing Account Code: 1111

Client Id: 1234

Client Short Code: 1234

Client Code: CODE1111

Country of Branch Client: AD

Decision Maker Short Code: 1234

Trading Capacity: Any Other Capacity

Complex Trade Component Id: 1234

Commodity Derivative Indicator: Y

Investment Decision: 1234

Investment Decision Country: AE

Execution Decision: 1234

Execution Decision Country: AE

Clearer Email Address:

The fields that can be entered are:

Field Name	Mandatory for Client Acc Types	Mandatory for House Acc Types	Comments
Clearing Account Type	Yes	Yes	Dropdown comes from valid Account Types
Clearing Account Code	Yes	Yes	Populated based on LME reference data for the member once the account type is selected
Client Id	Yes	No	Account Type = GOSA (G) or OSA (C): Free text field (Max 60 characters) Account Type = ISA (S): Populated based on LME



Field Name	Mandatory for Client Acc Types	Mandatory for House Acc Types	Comments
			reference data for the member and non-editable Account Type = HOUSE (H): Blank and non-editable
Client Code	Yes	No	Max 60 characters
Client Short Code	Yes	No	Big integer. If the user enters leading zeroes these will be truncated.
Ctry Branch Client	Yes	No	Two letter ISO country code
Decision Maker Short Code	Yes	No	Big integer. If the user enters leading zeroes these will be truncated.
Trading Capacity	Yes	Yes	Dropdown comes from valid Trading Capacities
Complex Trade Component Id	No	No	Max 35 characters
Commodity Derivative Indicator	Yes	Yes	Y – is risk inducing N – is not risk inducing
Investment Decision	No	No	Big integer. If the user enters leading zeroes these will be truncated.
Investment Decision Country	No	No	Two letter ISO country code
Execution Decision	Yes	Yes	Big integer. If the user enters leading zeroes these will be truncated.
Execution Decision Country	No	No	Two letter ISO country code
Clearer Email Address	No	No	Email address for a group or person at the clearer who will get emails if a RIB enters trades on this account (so they know to come and accept them). Should be a valid email address.
Authorised RIBs	Yes	Yes	Lists all known RIBs. There will also be a button to allow the user to authorise multiple RIBs while adding the account

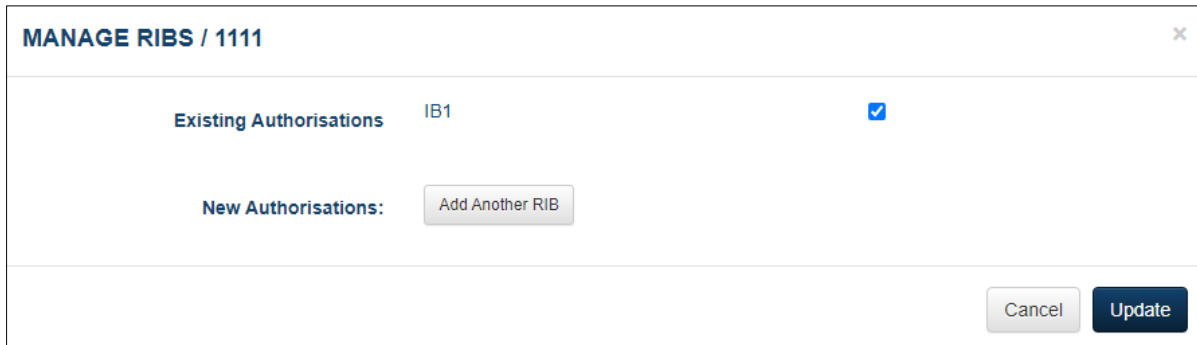
10.1.2 Add RIB Permissions

As noted above, RIB Permissions can be added at the time an account is added/edited.



They can also be added to an existing account using the **Manage RIBs** action from the main account list for a trader. This will present a screen as shown below where permissions for RIBs on this account can be added or removed.

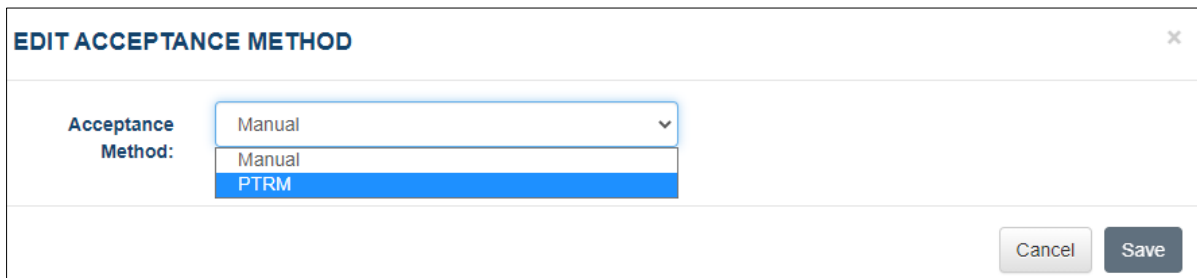
Figure 53 - Manage RIBs



10.1.3 Setup PTRM Limits

There is an **Edit Acceptance Method** option for each Customer and Trader combination. This can be used to change the RIB Trade Acceptance Method between Manual and PTRM. The PTRM option will only be available when the Member does not use FIX RIB Acceptance.

Figure 54 - Edit Acceptance Method



When PTRM is set as the Acceptance Method another option **Manage PTRM Limits** will be shown for each Customer and Trader combination. Selecting this option will display a page where the **Daily Gross Limit** can be set for each product for this Customer and Trader combination using the **Edit** button.

Figure 55 - Manage PTRM Limits

Product	Daily Gross Limit	Remaining Daily Limit
AA	0	0
AE	0	0
AG	0	0
AH	0	0
AM	0	0



The limits set here are used when determining if a RIB trade module can be automatically accepted or rejected by the PTRM system (see next section for the definition of a trade module).

In order to make this determination, the total volume of the trade module is calculated as the sum of volumes from each trade leg with a unique prompt date among the trade module. This is to ensure the legs of carries and the distinct trades created as part of the use of quarter/half/year codes are counted towards the total lots, while at the same time ensuring multiple trades created to satisfy a client trade and not double counted.

The rules of PTRM are then:

- Trade module's total volume is less than the **Remaining Daily Limit** – module is automatically accepted by the system and the **Remaining Daily Limit** is decreased by the total volume of the module
- Trade module's total volume is more than the **Remaining Daily Limit** – module is automatically rejected by the system with no change to the **Remaining Daily Limit**.

It should be noted that PTRM is applied at the trade module level. If more than one module has been entered as part of a “hedge” (or any other multi-legged strategy) then these are treated independently and one may be accepted while the other is rejected (there is no way to link trade modules together). For example, if the Remaining Daily Limit was 25 lots and then a 15 lot option and a 15 lot hedge were entered, then the option would be automatically accepted and the hedge would be automatically rejected.

The **Remaining Daily Limit** is reset to the **Daily Gross Limit** at the start of each trading day.

10.2 RIB Trade Management

Users with the Member Super User or Member Input roles have access to this screen. It is used for viewing *Trade Modules* as entered by RIB so that the member can accept or reject these. As per Regulation 2.13.3 of Part 3 of the LME Rulebook, the Clearing Member has an obligation to approve or reject trade halves within 10 minutes of submission by a RIB.

A *Trade Module* is an entity that collects all trade halves on one side of a trade entered by a RIB (Buyer or Seller side). If a member is on both sides of a trade (e.g. a trade between two clients of the same member) then the member will see both the Buyer and Seller *Trade Modules* on this screen.

In general, each *Trade Module* will be represented by a single row – the exception being for trade modules with multiple legs i.e. carries. In such multiple-leg cases, there will be one row per leg, and these will be treated as a unit in the same way as multi-leg trade halves are treated on the normal *Trade Management* screen. For example in the screenshot below the top two rows represent one module (as indicated by both rows having the same module id), but the top row is for the member buying on the Cash date (leg 1) and the second row is for the member selling on the 3M date (leg 2).



Figure 56 - RIB Trade Management

RIB TRADE MANAGEMENT

Columns

RIB TRADE MODULE DATA

#Member	#Trade Module Id	#Trade Date	#Time	#State	#Trade State	#Rejection Reason	#Contract Type	#Market	#Contract	#Volume	#Traded Price	#Traded Pre...	#Trade	#CIP	#Volatility	#Phyopt...	#Underly...	#Cancel	
81	130240213-00000003-F	13/02/2024	08:40:00.000	Pending Acceptance	Pending Acceptance		F	LME	QAD	1	1000								Actions
81	130240213-00000002-F	13/02/2024	08:40:00.000	Pending Other Side Acceptance	Pending Other Side Acceptance		F	LME	QAD	1	1000								Actions
81	130240213-00000001-F	13/02/2024	08:40:00.000	Rejected	Rejected	18 Trade rejected by OCB	F	LME	QAD	1	1000								Actions

The following functions are available:

- **View Trade Halves** – available on all trade modules. This shows the details of all trade halves that make up the module.
- **Accept** - available on trade modules in the PENDING ACCEPTANCE state. On clicking this, the user can override the Trade Link Id if they wish before accepting. Once the trade module is accepted the trade halves in the trade module will be visible on the standard *Trade Management* screen and that screen can be used for further tracking of further state progress in the same way as is done for standard trades. Additionally, the **Trade State** column on the *RIB Trade Management* screen can be used to track changes to the state of the individual trade halves which make up that module. This column will update once all trade halves in that module are in a common state. The **State** column on the *RIB Trade Management* screen has been designed to show the state of the overall module as far as ACCEPTED/REJECTED, whilst the **Trade State** column will still provide further updates as the trade halves in that module change state. In the case of clicking the Accept button, both the **Trade State** and **State** columns will show PENDING OTHER SIDE ACCEPTANCE. The state will remain as PENDING OTHER SIDE ACCEPTANCE until the other side accepts their module, at which point the **State** column will transition to ACCEPTED. On the other hand, if the other side have already accepted their module at the time of the user clicking the Accept button, then the State column will transition to ACCEPTED immediately (bypassing the PENDING OTHER SIDE ACCEPTANCE state).
- **Reject** - available on trade modules in the PENDING ACCEPTANCE state. On clicking this, both modules associated with that trade will be rejected and the **Trade State** and **State** columns will show REJECTED on the RIB Trade Management screen. An email will be sent to the Traders associated with the accounts in the two modules.



11 System Management

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

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

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

11.1 Profile Management

Users with all roles have access to this screen. It is used to manage profiles created from the *Trade Management* screen.

There are three functions available:

- **Save current as new profile** – creates a new profile in the same way as described in section 6.6.
- **Load** – loads a previously saved Profile, launching the Popouts in that Profile.
- **Delete** – deletes the selected Profile. Users are only allowed up to ten different Profiles so they may need to delete a Profile before creating a new one if they have used up their allocation.

For users with the Member Super User role there is additional functionality to manage the Member Group Profile. Any existing Member Group Profile will be shown separately on the right-hand side of the screen. A Member Super User can carry out normal Profile Management actions on the group profile (edit or delete). A Member Super User also has the ability to select an existing profile and make this the member group profile.

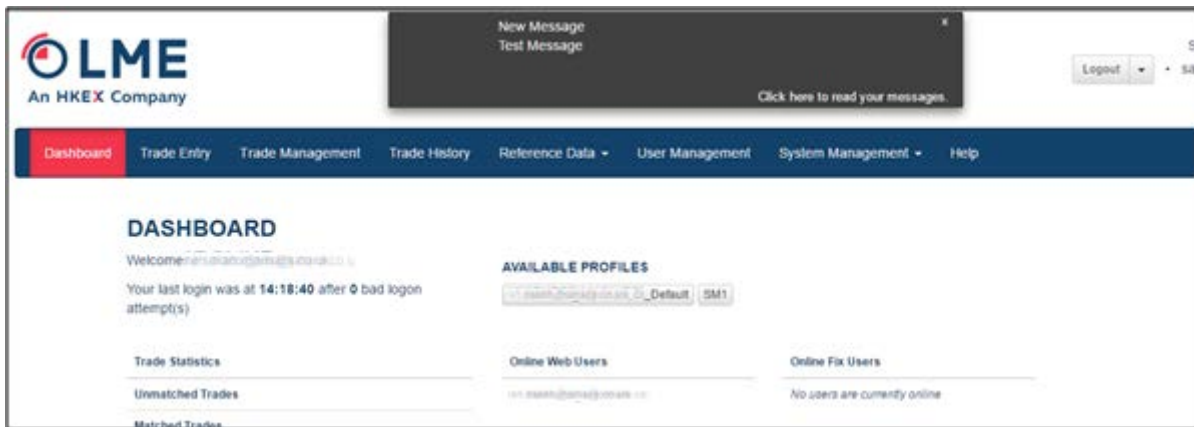


11.2 Messages

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 57 - Message Alert



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 58 - Unread Messages

PUBLISHED MESSAGES			<input checked="" type="checkbox"/> Mark All Read
	Time	Filter Description	Content
<input checked="" type="checkbox"/>	25/08/2016 16:12:16	Global	Test Message

11.3 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 59 - Four Eyes Checks



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.



11.4 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 60 - Member Management

MEMBER MANAGEMENT

Name: AAA
 Mnemonic: AAA
 Category: None
 LEI: LEI1

Matching Contact
 Name:
 Primary Telephone Number:
 Secondary Telephone Number:
 Email:

Compliance Contact
 Name:
 Telephone Number:
 Email:

Emergency Contact Email Group:
 Postal Address:
 Designated Clearers: None
 Member Status: Enabled

View Trade Management Highlighting Details

PERMISSIONS

	EUR	GBP	JPY	USD
LME	Enabled	Enabled	Enabled	Enabled

There is one function available by clicking the *View Trade Management Highlighting Details* button.

This will bring up a pop-up where the user can edit the thresholds at which a trade will be highlighted on the *Trade Management* screen. The user can select a number of minutes after receipt by the system after which the trade will be highlighted if it is still in the UNMATCHED state. For example below the user has set the two thresholds for the EXCEPTION trade category to be 5 minutes and 10 minutes. This means if a trade is still UNMATCHED 5 minutes after receipt then it will be highlighted orange on the Trade Management screen and then red if it is still UNMATCHED after 10 minutes.



Figure 61 - Member Highlight Details

MEMBER HIGHLIGHT DETAILS		
Trade Category	Threshold 1	Threshold 2
CORRECTION	Disabled	Disabled
EXCEPTION	5 minutes	10 minutes
FINANCING	Disabled	Disabled
GIVE-UP CLEARER	Disabled	Disabled
GIVE-UP EXECUTOR	Disabled	Disabled
HISTORIC PRICE CARRY	Disabled	Disabled
MEMBER CLEARING	Disabled	Disabled
NORMAL	Disabled	Disabled
OPTION EXPIRY FUTURE	Disabled	Disabled
OTC BRING ON	Disabled	Disabled
OTC TAKE OFF	Disabled	Disabled
REVERSAL	Disabled	Disabled
TRANSFER RECEIVE	Disabled	Disabled
TRANSFER SEND	Disabled	Disabled



12 Support

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13 Glossary

Term	Description
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
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.
CCP	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 Tradable Contract , Commodity or Symbol .



Term	Description
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.
Member	See Executing Member.



Term	Description
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.



14 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
Template	Single character - F, T, A, C or L	One of the supported templates that control fields that can be entered
Trade Cat	String	Trade category. Selected from drop down
Price Type	String	Selected from drop down
Market	String	Selected from drop down
Venue	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.
Buy/Sell	Single character – B or S	Selected from drop down
Volume	Integer	
Price	Decimal	
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
Underlying Price	Decimal	
Unique Product Id	String	
Counterparty	String	Selected from drop down
Clearing Member	String	Selected from drop down
Account Type	Single character – H, C, S or G	Selected from drop down
Account Code	String	
Client Id	String	



On screen Field Name	Format	Comments
Client Code	String	
Time	HH:MM:SS.sss or: Session Code (e.g. R1)	Time should be entered in UTC.
Public Ref	String	
Private Ref	String	
Trading Capacity	String	Selected from drop down
Complex Trd Component Id	String	
Commodity Deriv Ind	Y or N	Selected from drop down
Inv Decision	String	
Inv Decision Cty	String	Selected from drop down
Exec Decision	String	
Exec Decision Cty	String	Selected from drop down



15 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

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 Or First leg of Carry Future		Outright Option/TAPO		Carry Leg
	Exchange Trade	Client Trade	Exchange Trade	Client Trade	
Trade Date	✓	✓	✓	✓	x
Template	✓	✓	✓	✓	x
Trade Cat	✓	✓	✓	✓	x
Price Type	✓	✓	✓	✓	x
Market	✓	✓	✓	✓	x
Venue	✓	✓	✓	✓	x
Contract	✓	✓	✓	✓	x
Buy/Sell	✓	✓	✓	✓	✓
Volume	✓	✓	✓	✓	✓
Price	✓	✓	x	x	✓
Premium	x	x	✓	✓	x
Strike	x	x	✓	✓	x
Call/Put	x	x	✓	✓	x
Volatility	x	x	✓	✓	x
Prompt/Expiry	✓	✓	✓	✓	✓
Underlying Price	x	x	✓	✓	x
Unique Product Id					
Counterparty	✓	✓	✓	✓	x
Clearing Member					x
Account Type	✓	✓	✓	✓	x
Account Code		✓		✓	x
Client Id		✓		✓	x
Client Code		✓		✓	x
Time	✓	✓	✓	✓	x
Public Ref*					x
Private Ref					x
Trading Capacity					x
Complex Trd Component Id					x
Commodity Deriv Ind					x
Inv Decision					x
Inv Decision Cty					x
Exec Decision					x
Exec Decision Cty					x

*Public Ref is required if the Trade Category is Give-Up Executor, Give-Up Clearer, Transfer Send or Transfer Receive



16 Appendix C – Trade Upload File Format

The Trade Upload File should be provided in csv format with all of following fields in the given order. A header row should also be included.

Name	Example	Notes
Member	ABC	3 character Member mnemonic
Trade Date	30-Apr-18	Trade Date in format DD-MMM-YY (e.g. 30-Apr-18)
Template	F	One of (a single character): <ul style="list-style-type: none"> • F (for futures) • C (for a futures carry) • L (for a futures carry leg) • T (for option) • A (for TAPO)
Trade Category	Normal	A valid Trade Category
Price Type	Current	One of: <ul style="list-style-type: none"> • Current • Average
Market	LME	The Markets used within the trade
Venue	Telephone	A valid Venue
Contract	CAD	A valid Contract
Buy/Sell	B	One of: <ul style="list-style-type: none"> • B • S
Volume	100	A positive integer in the range 1 – 9999. The specific Contract may have further restrictions on the Volume
Price	1000	Not required for Options/TAPOs A valid price. Can be <ul style="list-style-type: none"> • Positive decimal • Price Code • Differential (see below) • An offset from a Price Code (e.g. "S+10"). Differentials either: <ul style="list-style-type: none"> • Start with a + (positive) • Start with a – (negative) • Are 0 (level)
Premium	100	Only required for Options/TAPOs A valid Premium. Positive decimal
Strike	1500	Only required for Options/TAPOs A valid Strike. Must conform to Strike Gradations. Positive decimal



Name	Example	Notes
Call/Put	C	Only required for Options/TAPOs One of: <ul style="list-style-type: none"> • C • P
Volatility	18	Only required for Options/TAPOs A positive Percentage. Up to 2 decimal places
Prompt/Expiry	010316	One of: <ul style="list-style-type: none"> • T • C • 3 • Date in format: MMMYY (e.g. MAR16) • Date in format: DD-MMM-YY (e.g. 30-Apr-18) • Averages in format 1Q18, 2H18, 1Y18 etc
Underlying Price	1550	Only required for Options/TAPOs
Ctpty	DEF	Member mnemonic (3 characters) of the trade counterparty
Clearing Member	GHI	For Category 4 Members only Member mnemonic (3 characters) of the clearing member
Account Type	H	One of: <ul style="list-style-type: none"> • C • S • G • H
Account Code	JKL1	Account code used for clearing
Client ID	ABC123	LEI e.g. K9WDOH4D2PYBSLSOB484
Client Code		DPRS Client Id
Time	11:46:15	One of: <ul style="list-style-type: none"> • A time in HH:MM:SS format (e.g. 11:46:15) • A session code (e.g. K1)
Public Ref	MNOPQRST	
Private Ref	UVWXYZ	
Unique Product Id	PROD1	
Trading Capacity	DEAL	One of: <ul style="list-style-type: none"> • DEAL • MTCH • AOTC



Name	Example	Notes
Complex Trade Component ID		
Commodity Derivative Indicator	N	One of: <ul style="list-style-type: none"> • Y • N
Investment Decision		
Country of Branch Investment Decision	US	A valid 2 character ISO country code
Execution within Firm		
Country of the Branch supervising the person responsible for Execution	GB	A valid 2 character ISO country code
Entry Reason		To only be filled by an LME user, when it will be required. Member users must leave this blank.



17 Appendix D – Trade Management Field Dictionary

On screen Field Name	Description
Acc	The type of account this trade half is being done for, i.e. a member house account, a client OSA account or a client ISA account
Account Code	The member specific client account code this trade half is being done for, e.g. ABC001. This is also sometimes referred to as the "Clearing Account"
Aggressor	
B/S	Buy or Sell
C/P	Call or Put. Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
CFI Code	Standard CFI Code, e.g. FCEPS
Capacity	Trading Capacity. This is a MiFID II field.
Category	The trade category, e.g. normal, give-up executor etc
Clearing Member	The member responsible for clearing this trade in the case where the Member (executing member) is a Cat4 member
Clearing Ref No	Assigned by the CCP (LMEmercury). This applies at the trade level (i.e. is the same for both halves of a trade).
Clearing State	
Client	Member specific code for the client the trade is being done for, e.g. ABC. This code matches what is submitted by members in position reporting in LMEdprs (though there is no validation on this). Each client can have multiple account codes at a member
Client ID	Client details for client contracts in accordance with the clear LEI (Legal Entity Identifier). Also referred to as the LEI Account
Client Order ID	Client supplied trade id for a trade half. The format is: ZZZDDMMYYcccccccccccccc Where ZZZ is member code For GUI entered trades this is a synthesised field.
Comm Deriv Ind	
Complex Trd	
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)
Ctpy	The member on the other side of the trade
Currency	Three letter ISO code for the currency, e.g. USD
Entry Reason	Text entered by an LME user if they enter a trade on behalf of a member



On screen Field Name	Description
Execution	Execution Decision within Firm (National of Algo Id). This is a MiFID II field.
Execution Country	Execution Decision within Firm Country. This is a MiFID II field.
Green Trade Flag	Only applicable to trades with a source system of Select.
Investment	Investment Decision within Firm (National of Algo Id). This is a MiFID II field.
Investment Decision Country	Investment Decision within Firm Country. This is a MiFID II field.
Leg Number	The number for this leg
Legs	The total number of legs in the trade half
Market	The market of execution, e.g. LME
Matched Timestamp	The time and date this trade half was matched by the system. Set when the MATCHED state is set. Displayed in London time (i.e either GMT or BST).
Matching Ref Num	<p>A unique trade reference number for a matched trade (with the two halves that make up the trade having this same number). This is assigned by LMEsmart when the trade halves are matched.</p> <p>It is made up of two parts:</p> <p>YYYYMMDD – business date nnnnnnnn = eight digit matching sequence number for the day padded with leading zeros as appropriate (see below)</p>
Matching Seq Num	An integer digit sequence number used by the matching system to identify a matched trade on a given day (with the two halves that make up the trade having this same number). This number forms the second part of the matching reference number above. The number resets to 1 at the start of each day.
Member	The member responsible for executing the trade
Premium	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Price	The actual price for the trade half leg
Price Code	If a price code was provided rather than a price then this is displayed, e.g. S+10
Price Type	One of Current, Average or Historic
Priv Ref	A client defined reference for this trade. It is only visible to the member entering the trade half.
Product Code	The two letter product code, e.g. CA
Prompt	The actual prompt or expiry date, e.g. 20160128. This is always filled in (even if the input only provided a month or code). If this is not provided in the input, then the matching system will derive it using the prompt code or prompt month.



On screen Field Name	Description
Prompt Code	Short code for certain prompts, e.g. "3" for 3 months, "T" for Tom and "C" or Cash. If this is provided in input the system will work out the actual prompt date for this code and put it in the Prompt Date field.
Pub Ref	A client defined reference for this trade. This is required field for specific trade categories (give-ups and transfers). It is only visible to the member entering the trade half.
Received Time	The time and date this trade was actually received at one of the matching system interfaces. Displayed in London time (i.e either GMT or BST).
Rejection Origin	Internal matching system identifier for the system that provided the rejection reason given below. One of: C (LMEmercury) T (LMEsmart – Matching Controller)
Rejection Reason	If the Trade State is rejected then this will be set with a code indicating the reason for rejection
Select Client Id	Only applicable to trades with a source system of Select
Select Order Number	Only applicable to trades with a source system of Select 22 char order number from select in format ON-XX-YYYYMMDD-nnnnnnn e.g. ON-ZS-20150118-1234567
Select Trade Number	Only applicable to trades with a source system of Select 21 char trade number from select in format: TA-XX-YYYYMMDD-nnnnnn e.g. TA-ZS-20150118-123456
Select Trader Id	Only applicable to trades with a source system of Select.
Session Code	Displayed if a session code was entered, e.g. R1
Slip	The Slip Id. This is an identifier for a leg in a trade half. For example a two legged trade half would have two slip ids associated with it. This is unique across all slips for all trades on a given day. Slips are correlated across the same leg on the two sides of a trade. Slips are 8 digits, the first 7 digits of which are a sequence number, starting at 1000001, which resets at the start of each day (the leading 1 is to comply with Fix format rules). The 8th digit is 1 for the buy side of the leg and 2 for the sell side of the leg.
Source System	Single character identifier for the system that originally provided this trade (i.e. the origin of the trade). One of: S (LMEselect) M (Member FIX API) W (Member Web GUI) L (LME Web GUI)



On screen Field Name	Description
Source System Time	The time and date this trade was actually generated, cancelled or rejected by the system that sent it, i.e. user pressed button on the GUI, the TransactTime tag from the Member FIX or LMEselect interfaces. If there are other updates to the state of this trade half then this time will not change. Displayed in London time (i.e either GMT or BST).
Source User	The username of the user who submitted the trade. This will be the FIX user login or the GUI user login. For trades with a source system of LMEselect this is NULL.
Strategy Client Order Id	Client supplied identifier for a set trade halves within a strategy. For GUI entered trades this is a synthesised field
Strategy Id	A unique internal identifier assigned by LMEsmart to identify a trade strategy for one side. This is assigned by the matching system when a strategy trade is received. All trade halves in the trade strategy have the same Strategy Id
Strategy Matching Sequence	A sequence number assigned by LMEsmart to identify a pair of matched trade strategies. This is assigned by the matching system when two strategy trades are matched. There will be two Strategy Ids one Strategy Matching Sequence. The Strategy Matching Sequence is an integer up to 10 digits. The number resets at the start of each day.
Strategy Update Id	A unique identifier for a strategy state or details update. Each Strategy identified by the Strategy Id can change state or have other details in the trade change (e.g. the price on substitution). Each time this happens a new Strategy Update Id will be generated
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 Half Id	A unique internal identifier assigned by LMEsmart to identify each trade half. If a trade half has multiple legs then all legs will have this same Trade Half Id.



On screen Field Name	Description
Trade Half Update Id	A unique identifier for a trade half state or details update. Each Trade Half identified by the Trade Half Id can change state or have other details in the trade change (e.g. the price on substitution). Each time this happens a new Trade Half Update Id will be generated
Trade State	The current state of the trade. Possible values are as follows if the novation clearing model is being used: UNMATCHED MATCHED SENT TO CLEARING CLEARED PENDING CANCELLED REJECTED ABANDONED
Underlying Price	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Update Timestamp	Set by LMEsmart whenever there is an update to the trade half (including on creation). For example when it changes the state from unmatched to matched this will be set. It is effectively a state change time.
Venue	The venue of execution, e.g. Ring, Telephone, Select etc
Volatility	Only applicable to contract types Option (T) or TAPO (A). For Futures (F) this is null
Volume	Number of lots in the trade half leg

