

# **User Guide – Admission of DCs with Member ID Company Admission Tool (CaT)**

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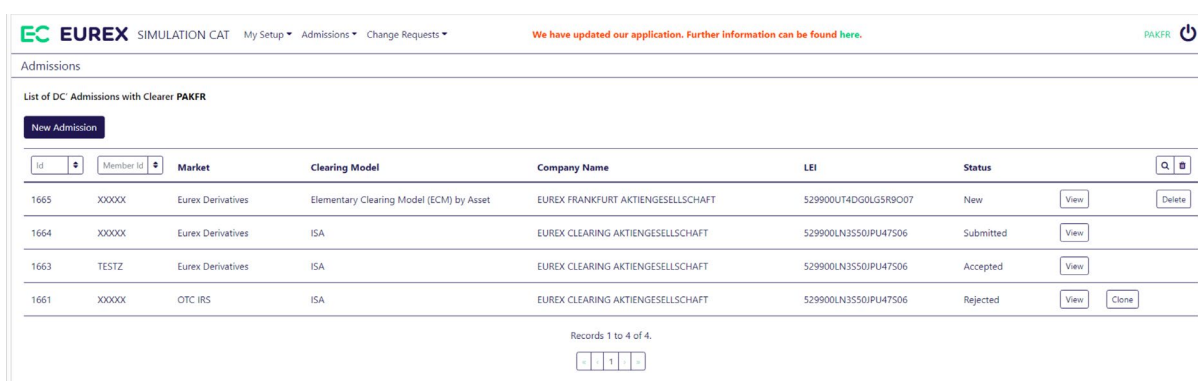
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## 1. General information for Admission Request Overview

With CaT release R275, changes to the admission process for Disclosed Clients with Member ID (Basic DC with Reports, DC with System Access) are introduced. The goal of these changes is to simplify the process by harmonizing the workflow of admissions/client disclosure with the workflow for segregation change requests. With the new release, admissions as well as segregation change requests will have the same tab-based workflow and functionalities except for the “New DC” tab is only available for admissions.



ID	Member ID	Market	Clearing Model	Company Name	LEI	Status		
1665	XXXXX	Eurex Derivatives	Elementary Clearing Model (ECM) by Asset	EUREX FRANKFURT AKTIENGESELLSCHAFT	529900U4DG0LGSR9007	New	View	Delete
1664	XXXXX	Eurex Derivatives	ISA	EUREX CLEARING AKTIENGESELLSCHAFT	529900LN3550PLU47506	Submitted	View	
1663	TESTZ	Eurex Derivatives	ISA	EUREX CLEARING AKTIENGESELLSCHAFT	529900LN3550PLU47506	Accepted	View	
1661	XXXXX	OTC IRS	ISA	EUREX CLEARING AKTIENGESELLSCHAFT	529900LN3550PLU47506	Rejected	View	Clone

After login to CaT, an overview of all admissions is presented. From this overview, it can immediately be seen for which client (name, LEI), market and clearing model the admission request is. Also, the status of the admission and the member ID of the client is presented.

**Note:** If the member ID in the admission overview is “XXXXX”, this means that Eurex Clearing has not yet assigned the final member ID. As soon as the final member ID has been assigned, the dummy member ID is replaced.

### 1.1. Statuses

There are four different statuses in which an admission request can be:

#### 1.1.1. New

In status “New”, an admission request has been started and saved, but it has not yet been submitted to ECAG. The request can be edited and deleted.

#### 1.1.2. Submitted

In status “Submitted”, an admission request has been finalized by the client and submitted to ECAG. It has not yet been checked by ECAG. It is possible to view the request but cannot be edited or deleted. If you want to cancel a request in status “Submitted”, please contact your ECAG onboarding manager.

### **1.1.3. Accepted**

In status “Accepted”, an admission request that had been submitted to ECAG has been reviewed. As no errors were identified, that request was accepted by ECAG. In this status, the request is finalized.

### **1.1.4. Rejected**

In status “Rejected”, an admission request that had been submitted to ECAG has been reviewed, but one or more errors have been identified. Therefore, the request was rejected by ECAG. This exact request cannot be edited, but it can be cloned, which means that a new admission requests with all previously entered data is opened. That new request can be edited and (re-)submitted to ECAG for review and acceptance.

## **1.2. Actions on Admission Request Overview**

### **1.2.1. New Admission**

You can start a new admission either by clicking on “New Admission” button at the top of the admission overview, or via menu by clicking on “Admissions” > “New Admission”

### **1.2.2. Search / Filter**

It is possible to filter for an admission request ID and member ID and on the right-hand side to the top of the overview, it is also possible to perform a search, e.g., for a specific company name.

### **1.2.3. View**

Regardless of the status the admission request is in, it can be opened, and the entered data can be viewed.

### **1.2.4. Delete**

As long as an admission request has not been submitted to ECAG, it can be deleted.

### **1.2.5. Clone**

If an admission request had been submitted to ECAG, but was rejected, it can be cloned. Essentially this means, that a new admission request is created and all previously entered data is prefilled in that new request. This allows you to complete or correct the data and re-submit it to ECAG.

## **1.3. View admissions that were entered prior this release**

All admissions that had been entered in CaT prior this release are still available in an read-only mode. To view those admissions, please click in the menu on “Admissions” > “Admissions Archive”.

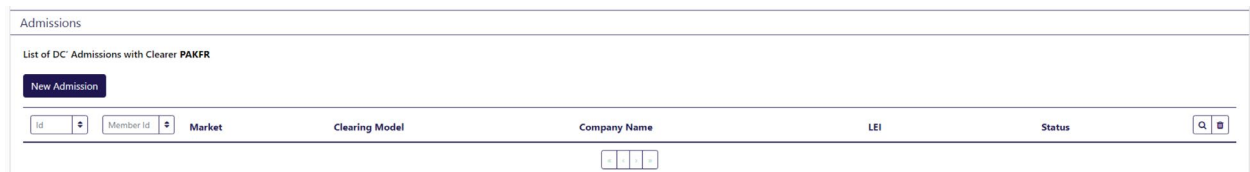
## 2. Admission of Basic DC w Reports/DC w System Access for OTC IRS or ETD

This chapter describes the admission of a new DC with Member ID (Basic DC with Reports or DC with System Access). In case the DC does already have an admission for another market, please see chapter 3. If the to be admitted client is acting as an authorized manager, please see chapter 4.

**Note:** For all places in the request, yellow backgrounded fields/feedback messages indicate that you can proceed without entering the requested data (although this is not recommended). Red backgrounded fields/error messages indicate that you cannot go on without entering requested data.

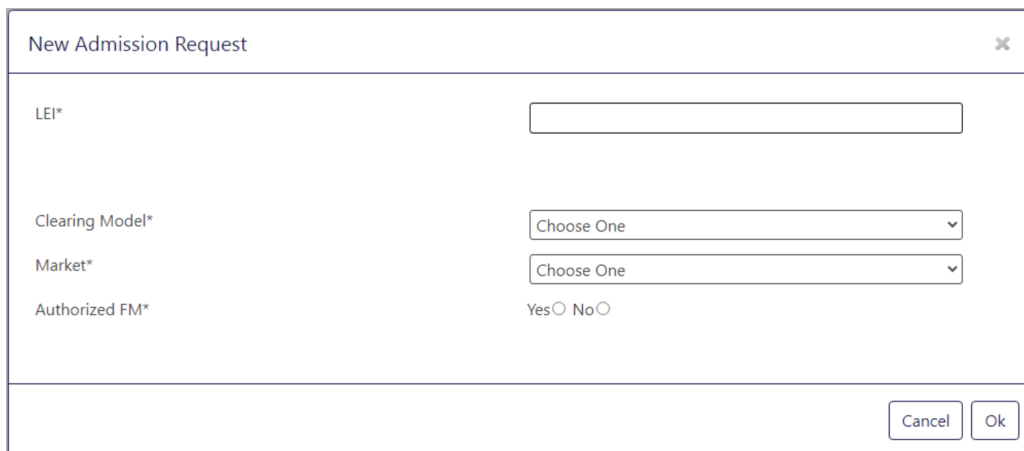
### 2.1. Start New Admission

Log in to CaT. On the home screen, click on **"New Admission"**. You can also start a new admission via menu **"Admissions" > "New Admission"**.



### 2.2. Enter general information for new admission request

In the upcoming popup, enter the LEI of the Disclosed Client that you want to admit. Here, as well as in the upcoming windows, please fill all mandatory information (marked by \*).



Once the LEI is entered, company details are automatically fetched using data from gleif.org.

New Admission Request

LEI\* 529900LN3S50JPU47S06

EUREX CLEARING AKTIENGESELLSCHAFT  
MERGENTHALERALLEE 61  
65760 ESCHBORN  
DE ACTIVE ISSUED

Clearing Model\* Choose One

Market\* Choose One

Authorized FM\* Yes  No

Cancel Ok

Select clearing model, market, and if the client is an authorized manager.

New Admission Request

LEI\* 529900LN3S50JPU47S06

EUREX CLEARING AKTIENGESELLSCHAFT  
MERGENTHALERALLEE 61  
65760 ESCHBORN  
DE ACTIVE ISSUED

Clearing Model\* ISA

Market\* OTC IRS

Authorized FM\* Yes  No

Cancel Ok

Confirm your choices by clicking on “OK”.

**Note:** The data that is entered in this popup cannot be changed afterwards. If you need to make changes to the client, clearing model, market or authorized manager selection, you need to cancel the current admission and start a new one.

After clicking on OK, “New DC” tab is opened.

### 2.3. New DC tab

“New DC” tab reflects the data that was entered in the previous popup. The address information of the DC is prefilled with data from gleif.org.



**Admission of DCs with Member ID**

The screenshot shows the 'Admission' form for a new DC (ISAE). The 'New DC' tab is active. The form is divided into several sections:

- Clearing Model:** ISA
- Market:** OTC IRS
- Access Type:** Basic DC w Reports
- GLEIF Data:**
  - GLEIF Data needs to be refined manually
  - LEI: 529900LN3550IPU47506
  - Company Name\*: EUREX CLEARING AKTIENGESELLSCHAFT
  - Entity Type\*: General
- Admission Address:**
  - Street\*: MERGENTHALERALLEE 61
  - House Number:
  - City\*: ESCHBORN
  - Postal Code: 65760
  - Country\*: Germany
  - Country Subdivision: Hessen
- Legal Address:**
  - Legal and Admission Address are the same
  - Legal Form\*:
  - Client Business\*: Choose One
  - Email\*:
  - Telephone\*:

**Note:** Access Type (Basic DC with reports or DC with System Access) is derived from the information that are given in the bottom part of the “New DC” tab (FixML Access Type (Eurex) / Access to Graphical User Interface (OTC IRS)).

**Note:** In field “Email”, if possible, please enter a company email address, which is not personalized.

**Note:** If the prefilled address data is wrong and needs to be refined, or if the legal address and admission address is not the same, it is possible to change this by ticking the checkbox “GLEIF Data needs to be refined manually”. If this checkbox is ticked, it is necessary to give a reason for the manual update.

This screenshot is similar to the previous one, but the 'GLEIF Data needs to be refined manually' checkbox is now checked. A new field, 'Reason for Manual Update\*', is visible above the LEI field.

- GLEIF Data:**
  - GLEIF Data needs to be refined manually
  - Reason for Manual Update\*:
  - LEI: 529900LN3550IPU47506
  - Company Name\*: EUREX CLEARING AKTIENGESELLSCHAFT
  - Entity Type\*: General

### 2.3.1. Required Information for OTC IRS

Depending on the selected market, the bottom part of the “New DC” tab differs. The following screenshot shows required information for OTC IRS.

The screenshot displays the configuration page for OTC IRS. It is organized into several sections:

- Graphical User Interfaces:** Contains two dropdown menus for 'Request Access to Eurex/OTC Clear GUI\*' and 'Request Access to Eurex/OTC Clear FpML Account\*', both set to 'No'.
- Common Report Engine:** Includes a link 'Click here for relevant member section page - CRE User Guide' and a dropdown menu for 'Setup the Common Report Engine\*' set to 'Choose One'.
- Additional Parameters:** Contains several dropdown menus: 'Simulation Setup Wanted\*' (Choose One), 'Default Account\*' (Choose One), 'Preferred Trade Source\*' (MarketWire), and 'MarketWire Id\*' (empty). There is also a checkbox for 'MarketWire Netting Synchronization' which is unchecked.
- Products and Currencies:** Under 'Product currencies', there are checkboxes for EUR, CHF, USD, GBP, DKK, CZK, and HUF, all of which are checked. At the bottom, there is a checkbox for 'Fixed / Float IRS & Single Currency Tenor Basis Swap, Overnight Index Swap (OIS), Forward Rate Agreement (FRA)' which is also checked.
- Products:** This section is currently empty.

In section “**Products and Currencies**”, all products and product currencies that the Clearing Member supports are pre-selected.

In case you request **GUI access** or **access to the Common Report Engine**, you are required to enter details for the Central Coordinator.

The screenshot shows the 'DC's Central Coordinator' form with the following fields:

- Title:** A dropdown menu set to 'Choose One'.
- First Name\*:** An empty text input field.
- Last Name\*:** An empty text input field.
- Job Title:** An empty text input field.
- Department:** An empty text input field.
- Language\*:** A dropdown menu set to 'English'.
- Telephone\*:** An empty text input field.
- Mobile:** An empty text input field.
- FAX:** An empty text input field.
- Email\*:** An empty text input field.

**Admission of DCs with Member ID**

**2.3.2. Required Information for Eurex**

The following information is required for Eurex:

FixML  
FixML Access Type\* Choose One

Common Report Engine  
Setup the Common Report Engine\* Choose One  
[Click here for relevant member section page](#) [CRE User Guide](#)

Additional Parameters  
Simulation Setup Wanted\* Choose One

CSD Selection  
CSD Selection is empty.  
[Add CSD Selection](#)

Capacities  
No capacities selected.  
[Add Capacity](#)

Depending on the selected FixML Access Type, it is required that either details of the DC's Central Coordinator (if AMQP SSL Certificate is selected), or details of DC's Back Office Contact for Eurex and C7 are entered (in case Simplified Outsourcing is selected).

FixML  
FixML Access Type\* AMQP SSL Certificate  
AMQP SSL Certificate Configured\*  [Information about Interfaces can be found in the System Documentation of the respective C7 Release](#)

Common Report Engine  
Setup the Common Report Engine\* Choose One  
[Click here for relevant member section page](#) [CRE User Guide](#)

DC's Central Coordinator  
Title Choose One  
First Name\*  
Last Name\*  
Job Title  
Department  
Language\* English  
Telephone\*  
Mobile  
FAX  
Email\*

FixML  
FixML Access Type\* Simplified Outsourcing

Back Office Contact for Eurex and C7  
First Name\*  
Last Name\*  
Telephone\*  
Email\*  
User ID\*

Central Coordinator details of the DC are also to be entered, if access to Common Report Engine is requested.

### 2.3.2.1. CSD Selection and Capacities

For Eurex, you are required to add CSD Selection for settlement account settings and you need to select at least one capacity group. To add a CSD selection, please click on the respective button and fill in the requested information on the upcoming popup. The information entered here are added to the CSD selection pdf on “Documents” tab (see chapter 2.9).

The dialog box is titled "Add CSD-Selection for Settlement Account Settings for EUREX Derivatives Deliveries" and contains the following fields:

- Account Type\*: A dropdown menu with the value "P".
- For SIS + CBF: Settlement Account: A text input field.
- For Crest: Crest Settlement Participant ID\*: A text input field.
- Settlement Account Location\*: A dropdown menu with the value "Choose One".

At the bottom right, there are "Cancel" and "Ok" buttons.

After all information has been filled, please click OK to return to the “New DC” tab.

To add **capacities**, please click on the respective button. At least one capacity group should be selected. Use the paging functionality at the bottom to see all available capacities.

The dialog box is titled "Add Capacity" and displays a list of capacity options, each with an unchecked checkbox:

- Cash Futures 871m/EUR - CFTC
- Cash Futures 871m/USD
- Cash Futures 871m/USD - CFTC
- Cash GBP - CFTC
- Cash GBX
- Cash KRW
- Cash KRW - CFTC
- Cash USD
- Cash USD - CFTC
- Cash/Physical CHF

At the bottom of the list, there is a green text indicator: "<<<1234>>>". At the bottom right, there are "Cancel" and "Ok" buttons.

Once all information is entered, switch to “Position Accounts” tab.

## 2.4. Position Accounts tab

When opening the position accounts tab for the first time, a popup window comes up. Here you can quickly select Standard Accounts that the DC will get. You can select any combination of eligible accounts. Once you have selected all necessary accounts, or if you do not want to select an account in this popup (e.g. you want to setup flex accounts only), click on OK to go on.

Please select required Standard Accounts for OTC IRS Market

Please note that the same set of Standard Accounts and also all other accounts can be added on "Position Accounts" tab by clicking on '+.

P1  P2  M1  M2  A1  A2  A3  A4  A5  A6  A7  A8  A9

Ok

In case you want to set up Flex Accounts or if you want to set up additional Standard Accounts after you closed the popup, this can be done on the position accounts overview (see below).

After the required Standard Account(s) is/are selected, the account is presented in position accounts overview.

Admission

ISA

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

Hide feedback messages Show warning messages

Please resolve outstanding validation issues for XXXXX

DC	Account	Client	Segregation	OTC IRS	ETD	FWB	REPO	Pool Name	Backup
XXXXX - EUREX CLEARING AKTIENGESELLSCHAFT (LEI 529900LN3550JPLU47506)	P1	Direct	ISA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	XXXXXXXXPAKFR5EG	

Records 1 to 1 of 1.

Save

**Note:** As the DC did not yet get a member ID assigned, a dummy member ID (XXXXX) is used. Once your onboarding manager or key account manager assigned the DC a member ID, this dummy member ID gets replaced.

**Note:** In case of OTC IRS, further account attributes need to be entered. As the account has just been added, no account attributes are yet entered. That there is data missing, is indicated by the red error message. When you click on the error message, you will get further information.

To add the required account attributes (for OTC IRS) and to assign the account to a collateral pool, please click on the yellow "Edit" icon.

A new window ("Edit Account") is opened. On the left-hand side of the window, you can select the client and segregation type (conditions apply) and you can select/define the collateral pool. Depending on the clearing model, you can either select a pool from a dropdown menu (Elementary Clearing Model) or you

can define a new pool by adding a new pool suffix (ISA Clearing Model). The default pool suffix for ISA is “SEG”.

The screenshot shows the 'Edit Account' window with the following fields and values:

Disclosed Client	EUREX CLEARING AKTIENGESELLSCHAFT	<b>OTC IRS</b>	<input checked="" type="checkbox"/>
Account Name	P1	Netting Parameter	Choose One
Client Type	Direct	Netting Level	Choose One
Segregation Type	ISA	Exclude Netting Fees	Choose One
Pool Name	XXXXXXPAKFR SEG	Enable_Acc_L3	Choose One
		MarkitWire Id	
		External Id	
		Client Markit Po Id	
		ARNU Tag	
		OTC Pricing Model	Choose One
		OTC Pricing Model Tag	
		Margin Variation	Choose One
		<b>ETD</b>	<input type="checkbox"/>
		<b>FWB</b>	<input type="checkbox"/>
		<b>REPO</b>	<input type="checkbox"/>

Buttons: Cancel, Ok

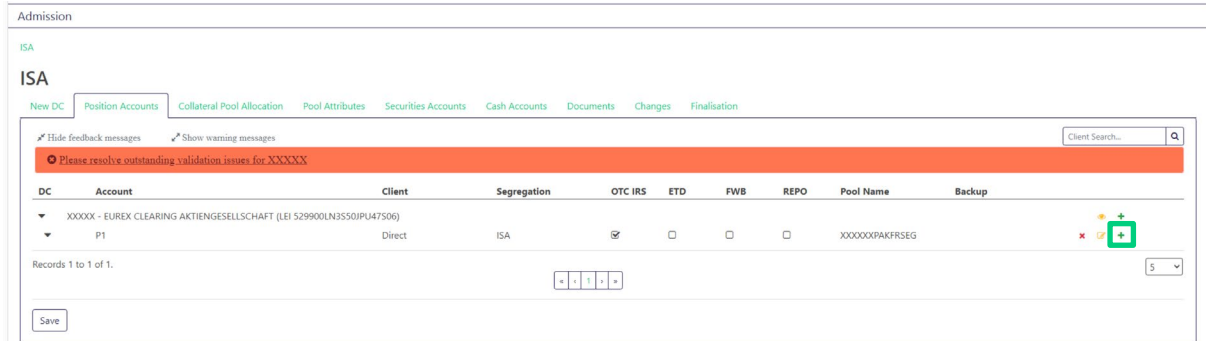
On the right-hand side of the window, for OTC IRS further account attributes need to be entered.

**Note:** An admission is for a specific market only. It is therefore not possible to select another market. In case there is already another market admission for the respective client, this is indicated with a ticked checkbox.

Once all data is entered, close the window by clicking on “OK”.

In case you want to add further Standard Accounts or if you want to add Flex Accounts, this can be done on position accounts overview.

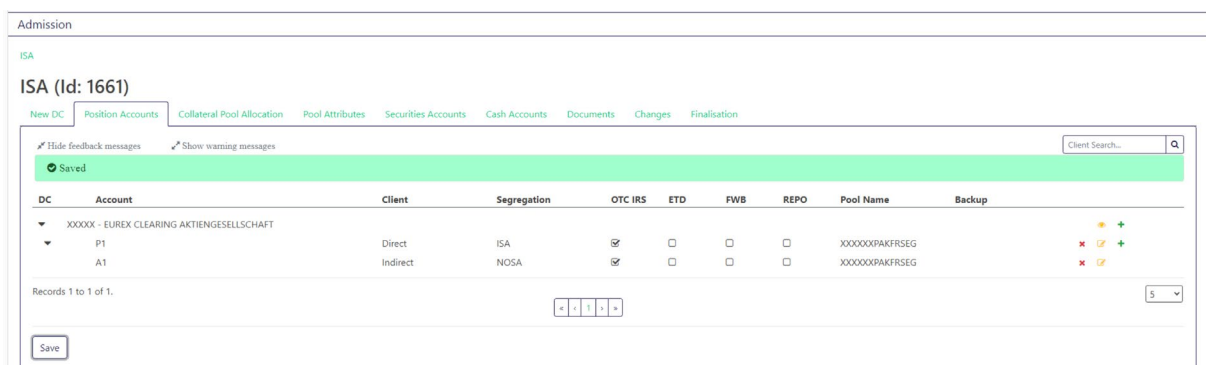
**Admission of DCs with Member ID**



Please click on the green “+” sign next to the P1 account that was added via popup to add an agency account. A new window is opened.



Please add the name of the account that you want to add, e.g. A1, and click OK. Again, the “Edit Account” windows is opened. Please fill all necessary information and click OK. You will see the added account (e.g. A1) in the position accounts overview:



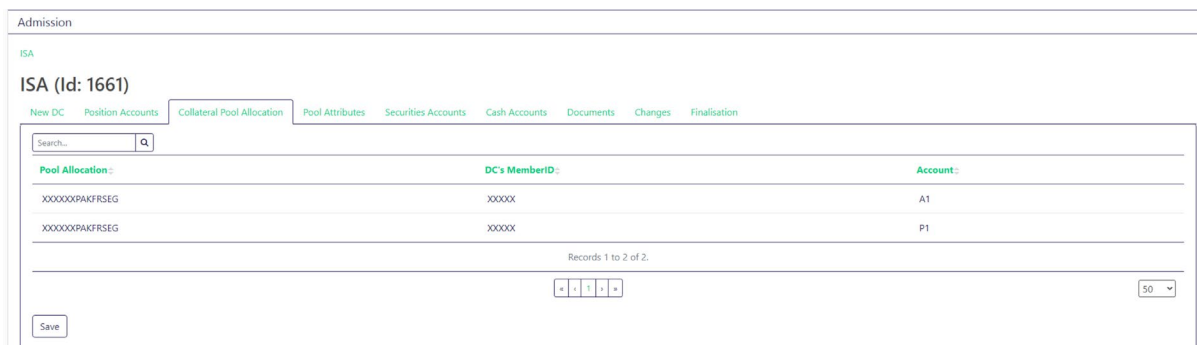
**Note:** In case there is not yet any account on the position accounts overview, or if you want to add Direct accounts, please click on the green “+” icon in line of the DCs name.

Once all position accounts are defined and (if applicable) all necessary account attributes were entered, please click on tab “Collateral Pool Allocation”.

**Admission of DCs with Member ID**

## 2.5. Collateral Pool Allocation tab

On Collateral Pool Allocation tab, you can see to which collateral pool the accounts that were available on “Position Accounts” tab are assigned.

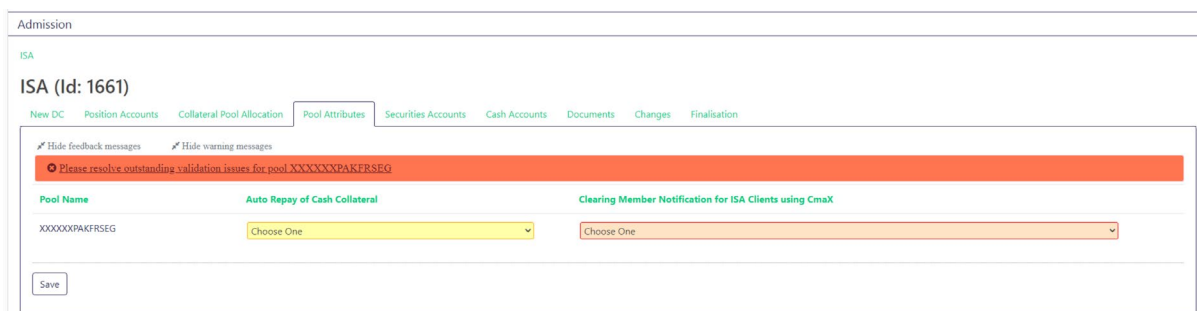


**Note:** This is an information only tab. No data can be entered here.

Please click on “**Pool Attributes**” tab to go on with the admission process.

## 2.6. Pool Attributes tab

Certain attributes need to be filled for the collateral pool(s) that have been defined. Please fill in the required information.



Once that that is done, please select “**Securities Accounts**” tab to proceed with the admission process.

## 2.7. Securities Accounts tab

On Securities accounts tab, you see an overview of set up securities accounts for each collateral pool. If the client will have cash collateral only, this is indicated on this tab as well.



Pool Name	Cash Collateral Only	Sec. Coll. Delivery Type	Asset Tagging	Account
XXXXXXPAKFRSEG		Not specified		

To edit any information on this tab, please click on **“Edit Securities Accounts”**. A new window opens.

Pool Name	Cash Collateral Only	Sec. Coll. Delivery Type	Asset Tagging	CBF GS Margin Account	CBF GS Main Account	CBF Int6 Series Margin Account
XXXXXXPAKFRSEG	Choose One	Choose One	Choose One			

If the client has cash collateral only, it can be selected here by choosing **“Yes”**. If cash collateral only is selected here, no other field can be edited. Otherwise, please select the applicable values and enter the respective securities account information. By clicking on **“Save”** the securities accounts overview is opened and the information you entered is shown.

Pool Name	Cash Collateral Only	Sec. Coll. Delivery Type	Asset Tagging	Account
XXXXXXPAKFRSEG	Yes	Not specified		

When all information is entered, switch to **“Cash Accounts”** tab.

## 2.8. Cash Accounts Tab

On cash accounts tab, an overview of set up cash collateral accounts for each defined collateral pool is shown.

Admission

ISA

ISA (Id: 1661)

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

Field Currency: Required

Field Set-Off with standard pool of Clearing Member: Recommended

Pool Name	Clearing Currency	Set-Off with standard pool of Clearing Member	Account
XXXXXXPAKFRSEG			

Edit Cash Accounts

Save

Initially, no account is defined. To edit any information on this tab, please click on “Edit Cash Accounts”. A new window opens.

Cash Accounts

Pool Name	Clearing Currency	Set-Off with standard pool of Clearing Member	Cash Instruction Group	Cash Accounts
XXXXXXPAKFRSEG	Choose One	Choose One	Choose One	Choose One

Save Cancel

Please select the applicable values and enter the respective cash account information. If for “Set-Off with standard pool of Clearing Member” “Applies” is selected, no further information can be added in this window. If “Excluded” is selected, you can enter the respective cash account information. By clicking on “Save” the cash accounts overview is opened and the information you entered is shown.

Pool Name	Clearing Currency	Set-Off with standard pool of Clearing Member	Account
XXXXXXXXPAKFRSEG	EUR	Applies	

After required cash account information has been entered, please click on “Documents” tab.

## 2.9. Documents tab

### 2.9.1. Documents for OTC IRS

Request Documents

Application for Segregation Setup signed by DC and Clearer

On documents tab you have the possibility to download the [segregation sheet](#), sign it and upload it.

**Note:** This step is not required anymore. Nevertheless, we still offer the possibility to download the segregation sheet by clicking on “download template” and to upload a signed segregation sheet by clicking on “Upload”.

### 2.9.2. Documents for Eurex

For ETD admission, on documents tab you have the possibility to download the [segregation sheet](#), sign it and upload it.

**Note:** This step is not required anymore. Nevertheless, we still offer the possibility to download the segregation sheet by clicking on “download template” and to upload a signed segregation sheet by clicking on “Upload”.

However, there are two documents that you need to download, fill and upload again: “[CSD Selection for Settlement Account Setting for Eurex Derivatives Deliveries](#)” and “[Eurex Application for Setting Up Modification Deletion of User ID](#)”.

You can download the templates by clicking on “download template”. Once you filled in all necessary information, you can upload the modified file by clicking on “Upload” button. The CSD Selection template is pre-filled with data that you entered on “New DC” tab.

## 2.10. Changes tab

When clicking on “Changes” tab, all information that has been entered in the admission request is shown at a glance.

Admission  
ISA  
ISA (Id: 1661)  
New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents **Changes** Finalisation

Added

Entity Name	Entity Identification	Applying State	
Client	MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖
Pool	Name: XXXXXXPAKFRSEG	✔ Successfully applied	👁️ ✖
Position Account	Name: P1 Client MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖
Position Account	Name: A1 Client MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖

Undo Changes Save

If you click on the **yellow eye symbol**, you can see further information for each entity:

Admission  
ISA  
ISA (Id: 1661)  
New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents **Changes** Finalisation

Added

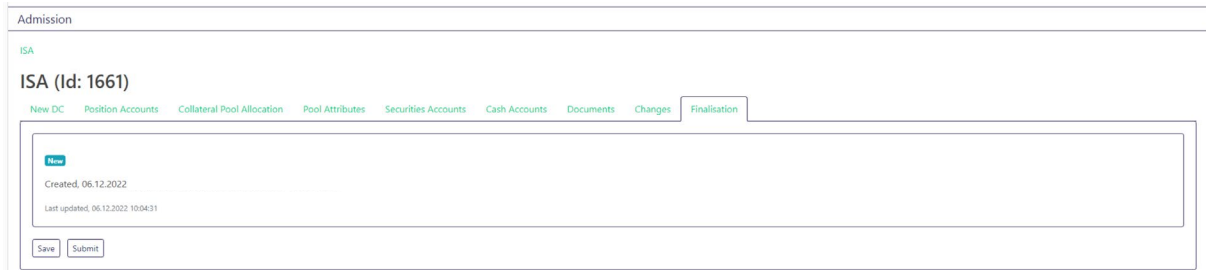
Entity Name	Entity Identification	Applying State	
Client	MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖
Pool	Name: XXXXXXPAKFRSEG	✔ Successfully applied	👁️ ✖
Position Account	Name: P1 Client MemberID or LEI: XXXXX	✔ Successfully applied	👁️ ✖

Attribute Name	Original Value	Requested Value	Current Setup Value
Client Type		Direct	
Margin Variation		STM	
Markets		OTC_IRS	
Markitwire ID		MARKIT	
Netting Level		BasicNetting	
Netting Parameter		O	
OTC Pricing Model		STANDARD_A	
Segregation Type		ISA	
Pool Name		[XXXXXXPAKFRSEG]	

Position Account Name: A1 Client MemberID or LEI: XXXXX ✔ Successfully applied 👁️ ✖

## 2.11. Finalisation tab

Once all required data has been entered in the admission request, please switch on “**Finalisation**” tab and click on “**Submit**” to send the admission request to ECAG.



## 3. New market admission for Basic DCs w Reports/DCs with System Access with existing market admission

This chapter describes the admission of a DC with Member ID (Basic DC with Reports or DC with System Access) that is already admitted to Eurex or OTC IRS as a Basic DC with Reports or DC with System Access and where that member ID shall be used also for another market. In case the DC does not have any admission at all yet, or if you do not want to use the existing member ID for another market, please see chapter 2. If the to be admitted client is acting as an authorized manager, please see chapter 4.

### 3.1. Start New Admission

Log in to CaT. On the home screen, click on “**New Admission**”. You can also start a new admission via menu “Admissions” > “New Admission”.



### 3.2. Enter general information for new admission request

In the upcoming popup, enter the LEI of the Disclosed Client that you want to admit. Here, as well as in the upcoming windows, please fill all mandatory information (marked by \*).

New Admission Request

LEI\*

Clearing Model\*

Market\*

Authorized FM\* Yes  No

Cancel Ok

Once the LEI is entered, company details are automatically fetched using data from gleif.org. Additionally, it is shown that an existing admission is detected in our system. You are asked, if a completely new admission shall be started, or if you want to add another market and use the existing member ID.

New Admission Request

LEI\*

**EUREX CLEARING AKTIENGESELLSCHAFT** ACTIVE ISSUED  
MURGENTHALERALLEE 61  
65760 ESCHBORN  
DE

Create New Admission or Add Market to Existing Member ID New Admission  HINMB

Clearing Model\*

Market\*

Authorized FM\* Yes  No

Cancel Ok

If you want to start a completely new admission, please select “New Admission” and go on as described in chapter 1.

If you want to add a market to the existing member ID, please select this option. In that case, the clearing model and authorized manager option from the existing admission is pre-selected and cannot be changed. Additionally, only markets for which no admission exist for the selected member ID are shown in the dropdown menu for markets.

New Admission Request

Member ID: HINMB

LEI\*: 529900LN3S50JPU47S06

**EUREX CLEARING AKTIENGESELLSCHAFT**  
MERGENTHALERALLEE 61  
65760 ESCHBORN  
DE

ACTIVE ISSUED

Create New Admission or Add Market to Existing Member ID: New Admission  HINMB

Clearing Model\*: Elementary Clearing Model (ECM) by Asset

Market\*: Choose One

Authorized FM\*: Yes  No

Cancel Ok

Select the market and confirm your choices by clicking on “OK”.

**Note:** The data that is entered in this popup cannot be changed afterwards. If you need to make changes to the client, clearing model, market, or authorized manager selection, you need to cancel the current admission and start a new one.

After clicking on OK, “New DC” tab is opened.

### 3.3. New DC Tab

“New DC” tab reflects the data that was entered in the previous popup. The address information of the DC is prefilled with data from gleif.org.

**Note:** Access Type (Basic DC with reports or DC with System Access) is derived from the information that are given in the bottom part of the “New DC” tab (FixML Access Type (Eurex) / Access to Graphical User Interface (OTC IRS)).

**Note:** In field “Email”, if possible, please enter a company email address, which is not personalized.

**Note:** If the prefilled address data is wrong and needs to be refined, or if the legal address and admission address is not the same, it is possible to change this by ticking the checkbox “GLEIF Data needs to be refined manually”. If this checkbox is ticked, it is necessary to give a reason for the manual update.

### 3.3.1. Required Information for OTC IRS

Depending on the selected market, the bottom part of the “New DC” tab differs. The following screenshot shows required information for OTC IRS.



**Admission of DCs with Member ID**

**Graphical User Interfaces**

Request Access to EurexOTC Clear GUI\*

Request Access to EurexOTC Clear FpML Account\*

**Common Report Engine**

Click here for relevant member section page [CRE User Guide](#)

Setup the Common Report Engine\*

**Additional Parameters**

Simulation Setup Wanted\*

Default Account\*

Preferred Trade Source\*

MarketWire id\*

MarketWire Netting Synchronization

**Products and Currencies**

Product currencies

- EUR
- CHF
- USD
- GBP
- DKK
- CZK
- HUF

**Products**

Fixed / Float IRS & Single Currency Tenor Basis Swap, Overnight Index Swap (OIS), Forward Rate Agreement (FRA)

In section “**Products and Currencies**”, all products and product currencies that the Clearing Member supports are pre-selected.

In case you request **GUI access** or **access to the Common Report Engine**, you are required to enter details for the Central Coordinator.

**DC's Central Coordinator**

Title

First Name\*

Last Name\*

Job Title

Department

Language\*

Telephone\*

Mobile

FAX

Email\*

**Admission of DCs with Member ID**

**3.3.2. Required Information for Eurex**

The following information is required for Eurex:

**FixML**  
FixML Access Type\* Choose One

**Common Report Engine**  
Setup the Common Report Engine\* Choose One  
[Click here for relevant member section page](#) [CRE User Guide](#)

**Additional Parameters**  
Simulation Setup Wanted\* Choose One

**CSD Selection**  
CSD Selection is empty.  
[Add CSD Selection](#)

**Capacities**  
No capacities selected.  
[Add Capacity](#)

Depending on the selected FixML Access Type, it is required that either details of the DC's Central Coordinator (if AMQP SSL Certificate is selected), or details of DC's Back Office Contact for Eurex and C7 are entered (in case Simplified Outsourcing is selected).

**FixML**  
FixML Access Type\* AMQP SSL Certificate  
AMQP SSL Certificate Configured\*  [Information about Interfaces can be found in the System Documentation of the respective C7 Release](#)

**Common Report Engine**  
Setup the Common Report Engine\* Choose One  
[Click here for relevant member section page](#) [CRE User Guide](#)

**DC's Central Coordinator**  
Title Choose One  
First Name\*  
Last Name\*  
Job Title  
Department  
Language\* English  
Telephone\*  
Mobile  
FAX  
Email\*

**FixML**  
FixML Access Type\* Simplified Outsourcing

**Back Office Contact for Eurex and C7**  
First Name\*  
Last Name\*  
Telephone\*  
Email\*  
User ID\*

Central Coordinator details of the DC are also to be entered, if access to Common Report Engine is requested.

### 3.3.2.1. CSD Selection and Capacities

For Eurex, you are required to add CSD Selection for settlement account settings and you need to select at least one capacity group. To add a CSD selection, please click on the respective button and fill in the requested information on the upcoming popup. The information entered here are added to the CSD selection pdf on “Documents” tab (see chapter 2.9).

Add CSD-Selection for Settlement Account Settings for EUREX Derivatives Deliveries

Account Type\* P

For SIS + CBF: Settlement Account  
For Crest: Crest Settlement Participant ID\*

Settlement Account Location\* Choose One

Cancel Ok

After all information has been filled, please click OK to return to the “New DC” tab.

To add capacities, please click on the respective button. At least one capacity group should be selected. Use the paging functionality at the bottom to see all available capacities.

Add Capacity

**Capacity**

- Cash Futures 871m/EUR - CFTC
- Cash Futures 871m/USD
- Cash Futures 871m/USD - CFTC
- Cash GBP - CFTC
- Cash GBX
- Cash KRW
- Cash KRW - CFTC
- Cash USD
- Cash USD - CFTC
- Cash/Physical CHF

<<<1234>>>

Cancel Ok

Once all information is entered, switch to “Position Accounts” tab.

## Admission of DCs with Member ID

### 3.4. Position Accounts tab

When opening the position accounts tab for the first time, a popup window comes up. Here you can quickly select Standard Accounts that the DC will get. You can select any combination of eligible accounts. Once you have selected all necessary accounts, or if you do not want to select an account in this popup (e.g. you want to set up flex accounts only), click on OK to go on. In case you want to set up Flex Accounts or if you want to set up additional Standard Accounts after you closed the popup, this can be done on the position accounts overview (see below).

Please select required Standard Accounts for OTC IRS Market

Please note that the same set of Standard Accounts and also all other accounts can be added on "Position Accounts" tab by clicking on '+.

P1  P2  M1  M2  A1  A2  A3  A4  A5  A6  A7  A8  A9

Ok

Once you click OK, the position accounts overview is opened. All already existing position accounts from a previous market admission are shown as well as the newly added ones. For each account, the active markets are indicated with a ticked checkbox.

Admission

Elementary Clearing Model (ECM) by Asset

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

Hide feedback messages Show warning messages Client Search...

Please resolve outstanding validation issues for HINMB

DC	Account	Client	Segregation	OTC IRS	ETD	FWB	REPO	Pool Name	Backup
HINMB - EUREX CLEARING AKTIENGESELLSCHAFT	P1	Direct	GOSA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HINMAXCLIENTECM	<input checked="" type="checkbox"/>
	A1	Indirect	NOSA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HINMAXCLIENTECM	<input checked="" type="checkbox"/>
	P2	Direct	GOSA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HINMAXCLIENTECM	<input checked="" type="checkbox"/>
	M1	Direct	GOSA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HINMAXCLIENTECM	<input checked="" type="checkbox"/>
	M2	Direct	GOSA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	HINMAXCLIENTECM	<input checked="" type="checkbox"/>

Records 1 to 1 of 1.

Save

**Note:** In case of OTC IRS, further account attributes need to be entered. If an account has just been added, no account attributes are yet entered. That there is data missing, is indicated by the red error message. When you click on the error message, you will get further information.

To add the required account attributes (for OTC IRS) and to assign the account to a collateral pool, please click on the yellow "Edit" icon.

A new window ("Edit Account") is opened. On the left-hand side of the window, you can select the client and segregation type (conditions apply) and you can select/define the collateral pool. Depending on the clearing model, you can either select a pool from a dropdown menu (Elementary Clearing Model) or you can define a new pool by adding a new pool suffix (ISA Clearing Model). The default pool suffix for ISA is "SEG".

**Admission of DCs with Member ID**

Disclosed Client	EUREX CLEARING AKTIENGESELLSCHAFT	<b>OTC IRS</b>	<input checked="" type="checkbox"/>
Account Name	P1	Netting Parameter	Choose One
Client Type	Direct	Netting Level	Choose One
Segregation Type	ISA	Exclude Netting Fees	Choose One
Pool Name	XXXXXXPAKFR <input type="button" value="SEG"/>	Enable_Acc_L3	Choose One
		MarkitWire Id	
		External Id	
		Client Markit Po Id	
		ARNU Tag	
		OTC Pricing Model	Choose One
		OTC Pricing Model Tag	
		Margin Variation	Choose One
		<b>ETD</b>	<input type="checkbox"/>
		<b>FWB</b>	<input type="checkbox"/>
		<b>REPO</b>	<input type="checkbox"/>

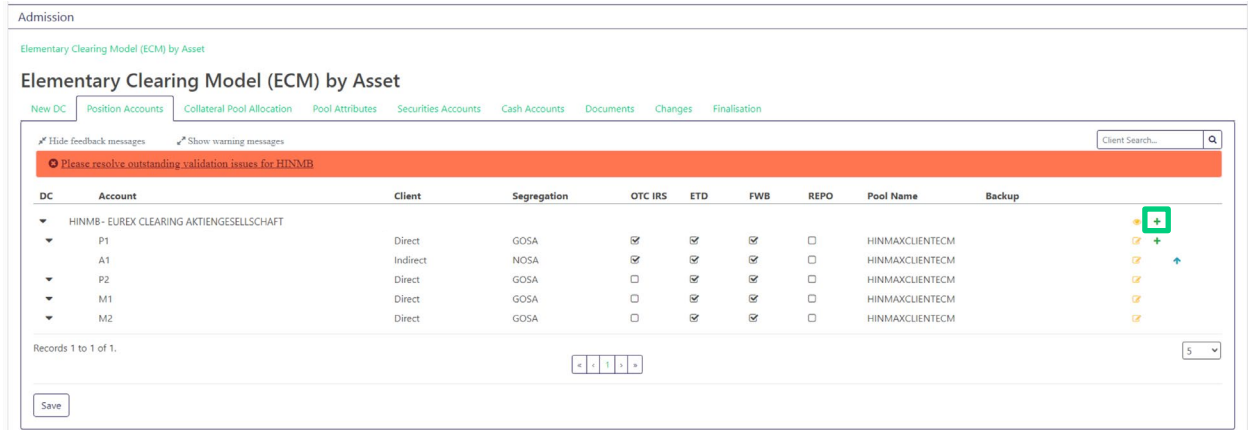
On the right-hand side of the window, for OTC IRS further account attributes need to be entered.

**Note:** An admission is for a specific market only. It is therefore not possible to select another market. In case there is already another market admission for the respective client, this is indicated with a ticked checkbox.

Once all data is entered, close the window by clicking on "OK".

In case you want to add further Standard Accounts or if you want to add Flex Accounts, this can be done on position accounts overview.

**Admission of DCs with Member ID**



Please click on the green “+” sign next to the P1 account that was added via popup to add an agency account. A new window is opened.



Please add the name of the account that you want to add, e.g. A1, and click OK. Again, the “Edit Account” windows is opened. Please fill in all necessary information and click OK. You will see the added account in the position accounts overview.

Once all position accounts are defined and (if applicable) all necessary account attributes were entered, please click on tab “Collateral Pool Allocation”.

**3.5. Next steps**

Please go on as described in chapter 2.5 to 2.11, as the next necessary steps are identical.

**4. Admission of Authorized Fund Manager and Funds**

This chapter describes the admission of a client that is acting as an authorized manager. In case you want to set up a DC that does not have any admission at all yet, or if you do not want to use the existing member ID for another market, please see chapter 2. If the to be admitted DC with Member ID (Basic

DC with Reports or DC with System Access) is already admitted to Eurex or OTC IRS as a Basic DC with Reports or DC with System Access and the existing member ID shall be used also for another market, please see chapter 3.

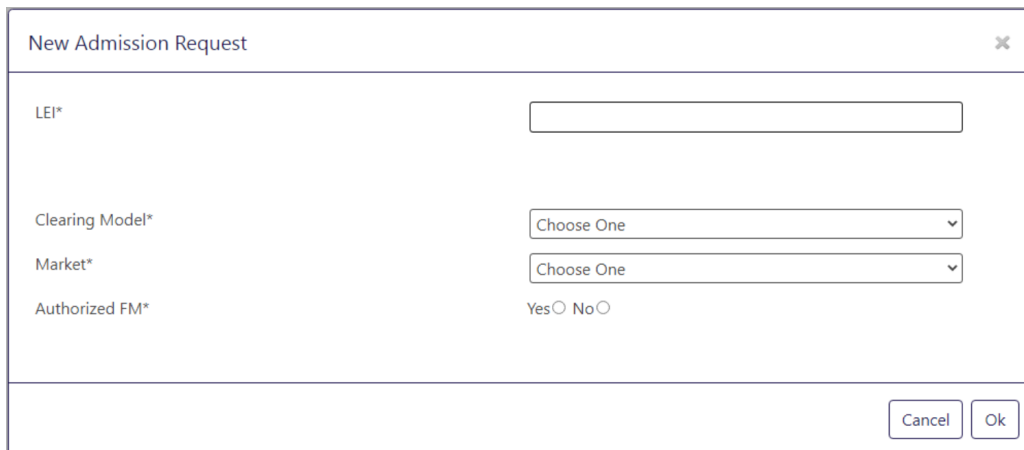
## 4.1. Start New Admission

Log in to CaT. On the home screen, click on **"New Admission"**. You can also start a new admission via menu **"Admissions" > "New Admission"**.



## 4.2. Enter general information for new admission request

In the upcoming popup, enter the LEI of the Disclosed Client that you want to admit. Here, as well as in the upcoming windows, please fill all mandatory information (marked by \*).



Once the LEI is entered, company details are automatically fetched using data from gleif.org. Select clearing model, market, and that the client is an authorized manager.

New Admission Request

LEI\* 529900LN3S50JPU47S06

**EUREX CLEARING AKTIENGESELLSCHAFT** ACTIVE ISSUED  
MERGENTHALERALLEE 61  
65760 ESCHBORN  
DE

Clearing Model\* ISA

Market\* Eurex Derivatives

Authorized FM\* Yes  No

Cancel Ok

Confirm your choices by clicking on “OK”.

**Note:** The data that is entered in this popup cannot be changed afterwards. If you need to make changes to the client, clearing model, market or authorized manager selection, you need to cancel the current admission and start a new one.

After clicking on OK, “New DC” tab is opened.

### 4.3. New DC Tab

“New DC” tab reflects the data that was entered in the previous popup. The address information of the DC is prefilled with data from gleif.org.

Admission

ISA

New DC Position Accounts Collateral Pool Allocation Pool Attributes Securities Accounts Cash Accounts Documents Changes Finalisation

Clearing Model ISA

Market Eurex Derivatives

Access Type Fund Manager

GLEIF Data

GLEIF Data needs to be refined manually

LEI 529900LN3S50JPU47S06

Company Name\* EUREX CLEARING AKTIENGESELLSCHAFT

Entity Type\* General

Admission Address

Street\* MERGENTHALERALLEE 61

House Number

City\* ESCHBORN

Postal Code 65760

Country\* Germany

Country Subdivision Hessen

Legal Address

Legal and Admission Address are the same

Legal Form\*

Client Business\* Choose One

Email\*

Telephone\*



**Admission of DCs with Member ID**

**Note:** In field “Email”, if possible, please enter a company email address, which is not personalized.

**Note:** If the prefilled address data is wrong and needs to be refined, or if the legal address and admission address is not the same, it is possible to change this by ticking the checkbox “GLEIF Data needs to be refined manually”. If this checkbox is ticked, it is necessary to give a reason for the manual update.

**4.3.1. Required Information for OTC IRS**

Depending on the selected market, the bottom part of the “New DC” tab differs. The following screenshot shows required information for OTC IRS.

The screenshot displays the configuration page for OTC IRS. It is organized into several sections:

- Graphical User Interfaces:** Contains two dropdown menus for "Request Access to EurexOTC Clear GUI\*" and "Request Access to EurexOTC Clear FpML Account\*", both set to "No".
- Common Report Engine:** Includes a link "Click here for relevant member section page" and "CRE User Guide", and a dropdown menu for "Setup the Common Report Engine\*" set to "Choose One".
- Additional Parameters:** Contains dropdown menus for "Simulation Setup Wanted\*" (Choose One), "Default Account\*" (Choose One), and "Preferred Trade Source\*" (MarketWire). It also has an empty text field for "MarketWire Id\*" and an unchecked checkbox for "MarketWire Netting Synchronization".
- Products and Currencies:** Features a section for "Product currencies" with checkboxes for EUR, CHF, USD, GBP, DKK, CZK, and HUF, all of which are pre-selected. Below this is a "Products" section with a checkbox for "Fixed / Float IRS & Single Currency Tenor Basis Swap, Overnight Index Swap (OIS), Forward Rate Agreement (FRA)", which is also pre-selected.

In section “Products and Currencies”, all products and product currencies that the Clearing Member supports are pre-selected.

In case you request GUI access or access to the Common Report Engine, you are required to enter details for the Central Coordinator.

The screenshot shows the "DC's Central Coordinator" form with the following fields:

- Title: Dropdown menu set to "Choose One".
- First Name\*: Text input field.
- Last Name\*: Text input field.
- Job Title: Text input field.
- Department: Text input field.
- Language\*: Dropdown menu set to "English".
- Telephone\*: Text input field.
- Mobile: Text input field.
- FAX: Text input field.
- Email\*: Text input field.

**Admission of DCs with Member ID**

**4.3.2. Required Information for Eurex**

The following information is required for Eurex:

**FixML**  
FixML Access Type\*

**Common Report Engine**  
Setup the Common Report Engine\*   
[Click here for relevant member section page](#) [CRE User Guide](#)

**Additional Parameters**  
Simulation Setup Wanted\*

**CSD Selection**  
CSD Selection is empty.

**Capacities**  
No capacities selected.

Depending on the selected FixML Access Type, it is required that either details of the DC's Central Coordinator (if AMQP SSL Certificate is selected), or details of DC's Back Office Contact for Eurex and C7 are entered (in case Simplified Outsourcing is selected).

**FixML**  
FixML Access Type\*   
AMQP SSL Certificate Configured\*  [Information about Interfaces can be found in the System Documentation of the respective C7 Release](#)

**Common Report Engine**  
Setup the Common Report Engine\*   
[Click here for relevant member section page](#) [CRE User Guide](#)

**DC's Central Coordinator**  
Title   
First Name\*   
Last Name\*   
Job Title   
Department   
Language\*   
Telephone\*   
Mobile   
FAX   
Email\*

**FixML**  
FixML Access Type\*

**Back Office Contact for Eurex and C7**  
First Name\*   
Last Name\*   
Telephone\*   
Email\*   
User ID\*

Central Coordinator details of the DC are also to be entered, if access to Common Report Engine is requested.

### 4.3.2.1. CSD Selection and Capacities

For Eurex, you are required to add CSD Selection for settlement account settings and you need to select at least one capacity group. To add a CSD selection, please click on the respective button and fill in the requested information on the upcoming popup. The information entered here are added to the CSD selection pdf on “Documents” tab (see chapter 2.9).

The dialog box is titled "Add CSD-Selection for Settlement Account Settings for EUREX Derivatives Deliveries" and contains the following fields:

- Account Type\*: A dropdown menu with the value "P".
- For SIS + CBF: Settlement Account: A text input field.
- For Crest: Crest Settlement Participant ID\*: A text input field.
- Settlement Account Location\*: A dropdown menu with the value "Choose One".

At the bottom right, there are "Cancel" and "Ok" buttons.

After all information has been filled, please click OK to return to the “New DC” tab.

To add **capacities**, please click on the respective button. At least one capacity group should be selected. Use the paging functionality at the bottom to see all available capacities.

The dialog box is titled "Add Capacity" and displays a list of capacity options, each with an unchecked checkbox:

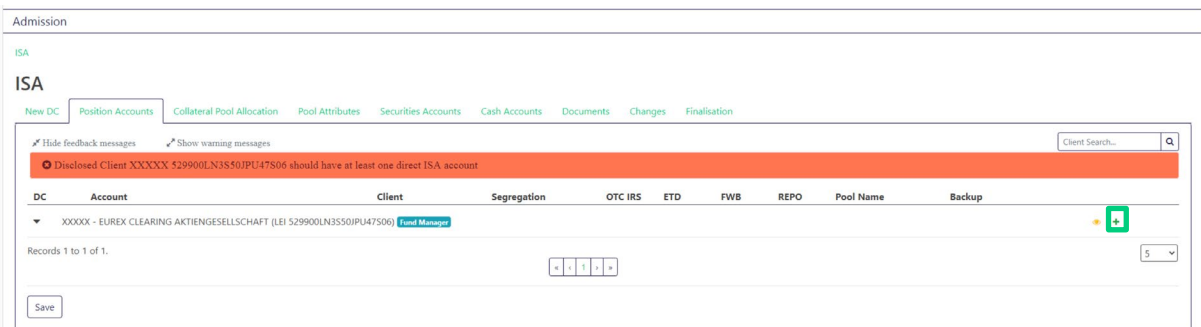
- Capacity**
- Cash Futures 871m/EUR - CFTC
- Cash Futures 871m/USD
- Cash Futures 871m/USD - CFTC
- Cash GBP - CFTC
- Cash GBX
- Cash KRW
- Cash KRW - CFTC
- Cash USD
- Cash USD - CFTC
- Cash/Physical CHF

At the bottom, there is a green paging indicator: "<<<1234>>>". At the bottom right, there are "Cancel" and "Ok" buttons.

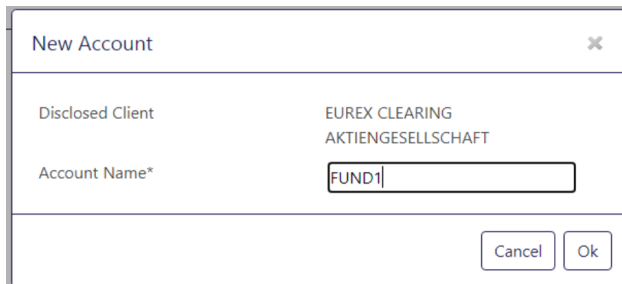
Once all information is entered, switch to “**Position Accounts**” tab.

#### 4.4. Position Accounts tab

**Note:** As the client did not yet get a member ID assigned, a **dummy member ID (XXXXXX)** is used. Once your onboarding manager or key account manager assigned the DC a member ID, this dummy member ID gets replaced.



Please click on the green “+” sign next to the client’s name to add an account.



Please add the name of the account that you want to add, e.g. FUND1, and click OK. Afterwards, the “New Account” windows is opened.

Disclosed Client	EUREX CLEARING AKTIENGESELLSCHAFT	<b>OTC IRS</b>	<input type="checkbox"/>
Account Name	FUND1	Netting Parameter	Choose One
Legal Name of the Relevant Fund	<input type="text"/>	Netting Level	Choose One
Legal Name of the Umbrella Fund	<input type="text"/>	Exclude Netting Fees	Choose One
Legal Form of the Fund	<input type="text"/>	Enable_Acc_L3	Choose One
LEI of Fund	<input type="text"/>	MarkitWire Id	<input type="text"/>
Legal Seat Country of Fund	Choose One	External Id	<input type="text"/>
Legal Seat Subdivision of Fund	<input type="text"/>	Client Markit Po Id	<input type="text"/>
Client Type	Direct	ARNU Tag	<input type="text"/>
Segregation Type	ISA	OTC Pricing Model	Choose One
Pool Name	XXXXXXPAKFR <input type="text"/>	OTC Pricing Model Tag	<input type="text"/>
		Margin Variation	Choose One
		<b>ETD</b>	<input checked="" type="checkbox"/>
		<b>FWB</b>	<input type="checkbox"/>
		<b>REPO</b>	<input type="checkbox"/>

On the left-hand side of the window, you can select the client and segregation type (conditions apply) and you can select/define the collateral pool. Depending on the clearing model, you can either select a pool from a dropdown menu (Elementary Clearing Model) or you can define a new pool by adding a new pool suffix (ISA Clearing Model).

In case of a Fund Manager setup, for each account (= fund), the name of the fund, the legal form of the fund, the LEI of the fund and the legal seat of the fund needs to be added.

On the right-hand side of the window, for OTC IRS further account attributes need to be entered.

**Note:** An admission is for a specific market only. It is therefore not possible to select another market. In case there is already another market admission for the respective client, this is indicated with a ticked checkbox.

Once all data is entered, close the window by clicking on "OK".

Once all position accounts (funds) are defined and (if applicable) all necessary account attributes were entered, please click on tab "[Collateral Pool Allocation](#)".

## 4.5. Next Steps

Please go on as described in chapter 2.5 to 2.11, as the next necessary steps are identical.