

CIRCULAR



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**To: Clearing Members
NZ Agents**

81/98

No:

SFEIN Day 2 Module Upgrade Implementation Information

Implementation Date

Further to SFECH Circular 75/98, Members are advised that the new version (1.1a) of SFEIN Day 2s will be implemented from Monday December 21, 1998. This circular contains the necessary information and resources to assist Members with the implementation of SFEIN 1.1a. **It is important that Members read and act upon the contents of this circular and the attachments.**

As detailed in our previous circular, the new version of SFEIN aims to provide improvements in the areas of workflow and user friendliness. However, notwithstanding these improvements, performance testing has shown that while the new module may offer improved response times in some circumstances, members should not expect any significant performance improvements in this release.

Implementation Procedures

The current version of SFEIN, will be used until Friday December 18, 1998. Processing will occur as normal until the 3:00 PM cut-off time. Day 2s which have an "AS" status at this time will be processed by SFECH. Unfortunately, day 2s which have not reached an "AS" status by this time cannot be carried over to the new system. It will therefore be necessary for Members to note the details of any outstanding day 2s and for the FROM Party Member to re-enter them into the new system on Monday, to allow the authorisation process to take place.

After the 3.00PM cut off time on Friday December 18 1998, the old system will be deactivated, with the exception of the report views. The current version of SFEIN reports will be available for access by members for the following five business days. These reports will be accessed from the SFEIN Homepage under the title "Old Day 2s".

The new system will be available for use by Members from Monday, December 21, 1998. This system can be accessed from the SFEIN Homepage under the title "New Day 2s". Please continue to use your existing passwords. Note that the Day 2 Reference IDs will reset to 000001.

Member Practice Session

To introduce the new system to Members, a practice session will be held on Wednesday the 9th and Thursday the 10th of December. This practice session will involve Members logging onto the test system and entering four House / Client transfers. SFECH will monitor Members' progress to ensure all Members have completed the exercise without experiencing any difficulties.

This practice session will occur on the SFEIN test site on the following web address:

<https://sfeintest.sfe.com.au/sfein/SFEINHtmlSFEINTEST.nsf/pages/index.html>

Practice user names and passwords have been created for each member. These will appear on your practice sheet.

Where Members have problems, the following people should be contacted:

- Technical Problems - contact TSC on 9256 0111
- User Problems - contact Clare Toia-Bailey or Justin Buckland on 9256 0126

SFECH staff will be on standby to come to your office and assist in using the new system, should the need arise.

Items attached to the circular.

This circular comes packaged with a number of items:

Quick Reference Guide

The quick reference guide is designed to assist members using the new system. It contains key steps for processing day 2s under the new system.

Old and New SFEIN features, a comparison.

Although the underlying workflow has not changed, the new system has been redesigned and works quite differently to the old system. This document identifies the key differences between the two systems to help users adapt to the new system.

Known System Issues

There are some processing issues which have been found in testing. This document outlines what to do if these issues arise.

Practice Sheet

A practice sheet, containing four day 2s, has been included. Please complete the day 2s by no later than Thursday, December 10, 1998.

Member Checklist

This document lists the necessary steps for ensuring that Members will be able to use the new system on December 21.

Contacts

If you have any queries regarding the implementation of this system or the new procedures, please do not hesitate to call Justin Buckland on 9256 0481, fax 9256 0426, e-mail jbuckland@sfe.com.au.

[A copy of the attachment is unable to be attached with this electronic copy of the Circular. Please refer to the distributed hard copy]

Katrina Maunder
Manager; Clearing Services

07/12/98

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