

## INSIDE CLEAR TALK

ISSUE 35

SEPTEMBER 1998

Compulsory T+3 Buy-in

2

• Professional Ethics Conference

3

- Briefing to ICAC Visitors
- Visit by Croatian Central Depository
  - ECT Lite

4-5

- Update on Year 2000 Compliance
  - Standard Transfer Form

6

• She ening Turnaround Time for the Exercise of Call Warrants

7

• List of CCASS Information Materials for Sale

8-9

- CCASS Statistics
  - Quick Quiz

10

- CCASS Notice Board
- Direct Stock Admissions

Latest News on Investor Account Service

### Clear Talk

Clear Talk is the information bulletin of Hong K Securities Clearing Company Limited. All contributions, enquiries, letters to the editor, and any other items of interest are most welcome and should be addressed to:

The Editor, Clear Talk c/o Corporate Communications Department Hong Kong Securities Clearing Company Limited 12/F Chinachem Exchange Square 1 Hoi Wan Street, Quarry Bay Hong Kong

For any enquiries regarding content of such contributions, please contact Betty Chan, Assistant Director, Corporate Communications Department.
Telephone: 2597-0870

Website address: http://www.hkclearing.com.hk

Clear Talk is intended to provide a forum for discussing matters of concern to our readers. While it aims to provide information, the rights and obligations of participants are governed by the General Rules of CCASS and CCASS Operational Procedures. No responsibilities for any loss arising to any person relying upon the information contained in this publication shall be accepted by Hong Kong Securities Clearing Company Limited.





Despite extremely heavy trading turnover on 27 August 1998 (\$22.9 billion) and on 28 August 1998 (\$79 billion), the settlement efficiency of Hongkong Clearing's Central Clearing And Settlement System (CCASS) remained above 90 per cent on T+2, the second business day after a trade has been executed, and above 99 per cent on T+3.

In response to requests made by the Government on 29 August 1998 and after consultation with the Securities & Futures Commission, Hongkong Clearing implemented new measures on 1 September & to shorten the overdue settlement period within the limits of the General Rules of CCASS.

On 18 September 1998, Hongkong Clearing's Board of Directors approved a resolution to amend its Rules to enable it to close out Broker Participants' unsettled Continuous Net Settlement (CNS) positions as from the morning of T+3 unless an exemption is granted in certain specified circumstances. The resolution also included a provision for the Company to impose penalties on Broker Participants who do not settle their CNS short positions by the end of T+2.

In approving the resolution, the Board had taken into account recent market developments, Hongkong Clearing's risk dagement policy, and suggestions made by the Government to ensure the integrity and discipline of the financial market.

Under the new Rules, Hongkong Clearing will execute a compulsory buy-in as from 10:00 a.m. on T+3 to purchase the shares needed to close out the Broker Participant's outstanding stock position. The defaulting broker will be responsible for the cost of the shares purchased through the compulsory buy-in, as well as any associated costs.

Under the resolution, unless an exemption is granted, Broker Participants with unsettled CNS positions at the end of T+2 will also be subject to a fine, which will be determined according to the following formula:

## Hongkong Clearing Implements Compulsory T+3 Buy-in

[Number of shares outstanding] x [The closing price of the shares on T+2] x [0.25%]

The CCASS Rules and Operational Procedures were amended to allow Hongkong Clearing to revise the percentage, which is currently set at 0.25%, as circumstances require.

Hongkong Clearing will also study ways to fulfill the settlement obligations of Broker Participants with long positions. It will examine the viability of implementing a compulsory stock borrowing mechanism and any other means to compensate the long brokers.

The amendments of CCASS Rules and Operational Procedures were approved by the Securities & Futures Commission. The new measures took effect on the Exchange Trades concluded on or after 24 September 1998.

#### Exemptions to the T+3 Compulsory Buy-in Rule

#### (A) Exemptions to be granted

CNS short positions remain unsettled by T+2 under the following circumstances will not be subject to buy-in on T+3. However, if the positions remain unsettled by the end of T+3, the Broker Participants carrying such positions may be subject to subsequent disciplinary measures:

- 1. Delivery of physical certificates to CCASS Depository after its service hours but not later than 4:15 p.m. on T+2.
- Share certificates deposited on T+2 but are rejected due to errors and/or omission such as minor defects in relation to the instrument of transfer.
- Selling broker is able to provide evidence that the delivering participant has sufficient shares in CCASS. The delay in transfer of

shares is a result of unmatched Settlement Instructions (SI) due to clerical errors.

- 4. System breakdown.
- Acts of god such as black rainstorm, typhoon, fire, flood and/or labour disputes which lead to communication breakdown.
- 6. Overselling of shares due to calculation errors which have been reported to the Stock Exchange and the difference in shares have been bought back on the next day following the trade day when errors occurred.

### (B) Exemptions to be granted as an interim measure only

- 1. When short positions result from the exercise of call options. This exemption is an interim measure only, until the SEHK Options Clearing House changes the options exercising arrangement to fit in with the T+2 Rule.
- 2. When an investor buys and sells shares of the same stock through different brokers on the same day, the buying broker may not be able to deliver shares purchased in time for the selling broker to fulfill its delivery obligations under the T+2 Rule. This exemption is an interim measure, until investors can be made fully aware of their obligations to provide funds to buying brokers for the early release of shares on T+2. This exemption will be subject to review at the monthly Risk Management Committee meeting.
- 3. The participant for exemption is due to receive sufficient stocks from a delivering participant who has received valid instruction from the seller to deliver the stocks but is unable to do so as the relevant stocks are received by the delivering participant in CCASS in the last Batch-settlement-run on T+2. This exemption will also be subject to review.

## Hongkong Clearing Participates in Professional Ethics Conference

Hongkong Clearing participated in the Conference on Professional Ethics for the Securities, Futures and Investments Sector held in Hong Kong on 11 September 1998. The objective of the Conference was to raise the awareness of the importance of ethical business practices in the financial industry.



Stewart Shing (third from left), Chief Executive of Hongkong Clearing, is one of the discussion leaders at the Conference.

The participants discussed the importance of professional ethics and the application of ethical practices in the day-to-day management of financial intermediaries. The Conference was jointly organised by Hongkong Clearing, the Independent Commission Against Corruption, Corporate Finance Association, Hong Kong Association of Financial Advisors, Hong Kong Futures Exchange, Hong Kong Investment Funds Association, Hong Kong Securities Institute, Hong Kong Securities Professionals Association, Hong Kong Stockbrokers Association, Securities & Futures Commission, and The Stock Exchange of Hong Kong.

The Honourable Donald Tsang Yamkuen, Financial Secretary, addressed the gathering. He said: "There is no doubt we are going through difficult times, but the conditions which have made Hong Kong into a leading international financial centre remain." Mr Tsang said that ethical behaviour alone clearly would not bring us out of our economic woes, but it would be an important driving force.

He added: "As ethical principles are designed to establish the common good, a community which practices them will work together to find prosperity. I see the Programme on Ethics as a declaration by the financial industry that it places great value on honesty and fairness. And a timely one, too, after the turmoil of the past ten months. I am sure it is a declaration which will stand the industry in good stead in the long term."

The heads of the joint organisers have stressed the importance of enhancing professional ethics

among market practitioners. The Conference participants expressed determinations to maintain and further enhance Hong Kong's competitiveness as one of the leading financial centres.



as one of the leading financial Chairman of Hongkong Clearing.

The Conference was a kick-off event for a twoyear education programme on ethical business practices in the financial industry. Other forthcoming features of the Programme include

> the production of practical guidelines and training packages, and the holding of workshops and seminars for employees in

the financial services sector.

## **Briefing to ICAC Visitors**

Twenty-five executive officers of the Independent Commission Against Corruption learned about the operations of Hongkong Clearing during a visit to the Company on 21 August 1998.

Ms Betty Chan, Assistant Director of Corporate Communications, explained the organisational structure and role of Hongkong Clearing in the financial industry. The company's various services were also introduced to the visitors.



## President of the Croatian Central Depository visits

**Hongkong Clearing** 

 $M_{ extsf{s}}$  Vesna Zivkovic, President of the Croatian Central Depository, visited Hongkong Clearing in July 1998 as part of a study tour of central securities depositories around the globe. Ms Zivkovic was accompanied by Ian Gilhooley, Consultant to the Depository.

The Croatian Central Depository was established in 1997. It has just started its registry operations on a pilot basis. Clearing,

settlement and corporate action services of the Depository will be introduced in the second half of 1999.



Stewart Shing (right) greets Vesna Zivkovic (left) and Ian Gilhooley.

Stewart Shing, Chief Executive of Hongkong Clearing, together with senior executives of the Company, gave the guests a presentation on CCASS's clearing, settlement and depository functions. The presentation also included a discussion on the administration of CCASS's Guarantee Fund and insurance, as well as the application of rules and regulations.



Hongkong Clearing is studying the feasibility of offering a simplified version of ECT (Enhanced CCASS Terminal), known as ECT Lite, to CCASS Participants.

Functions of ECT include host-to-host connection, enhanced security control by using smart cards, electronic help desk, information alert, circular distribution, electronic software distribution, enhancement on report distribution and standard CCASS terminal functions.

ECT Lite is designed for CCASS Participants who do not require host-to-host connection, enhanced security control by using smart cards, electronic help desk and information alert functions. CCASS Participants can also select to use ECT and/or ECT Lite according to their needs.

Taking out these functions makes ECT Lite less expensive to install and maintain than a full-function ECT. Moreover, ECT Lite allows participants to use Windows applications like Office 97 while accessing CCASS, which is not possible with

ECT. A market survey on the ECT Lite will be conducted with CCASS Participants. For enquiries on the market survey, please contact Mr Or Windows 95 William Ma, Data Communications Department at 2597 0626.





#### **Interface Tests**

In August 1998, Hongkong Clearing conducted the Year 2000 (Y2K) interface tests with its major business partners,

1999 and 3 January 2000 were completed in full. The remaining test to simulate 29 February 2000 is scheduled for 27

scheduled months. In addition, report retrieval will be arranged on certain weekdays. Further details will be available in the information package to be distributed to participants at the end of October 1998.

#### **Distribution of Test Kits to CCASS Participants**

Hongkong Clearing is developing an information package for the street-wide tests. The package will include testing schedules, pre-requisites for participation in the tests, and environmental set-up procedures. A test kit containing Y2K sample data such as the Stock Exchange's trade data and CCASS settlement reports is also being developed for delivery to participants together with the information package.

## 1998

including the Stock Exchange of Hong Kong (SEHK), the Stock Exchange of Hong Kong Options Clearing House Ltd (SEOCH), Hongkong and Shanghai Banking Corporation (HSBC) and Hong Kong Interbank Clearing Limited (HKICL). In addition, around 30 banks also participated in the tests.

The first two test dates simulated 31 December 1999 and 3 January 2000 with the aim of ensuring CCASS and its direct interfacing systems can operate normally without disruption when they roll over to the Year 2000. The third date simulated 29 February 2000 which tested Year 2000 as a leap year.

As of 15 September 1998, the tests to simulate the roll over on 31 December

September 1998. So far, the test results were successful.

#### **Beta Test**

A beta test for Hongkong Clearing, Hong Kong Futures Exchange (HKFE), HKFE Clearing Corporation Limited, SEHK, SEOCH, and some Y2K compliant brokers is scheduled for December 1998.

#### **Street-Wide Tests**

The tentative schedule for the street-wide tests is as follows:

1st street-wide test : January 1999

2nd street-wide test: March 1999

3rd street-wide test : June 1999

The street-wide tests will be mandatory for all CCASS Participants. When the tests are conducted, online sessions will be arranged over the weekends of the above 1999

Separate user IDs and passwords will be assigned to participants to perform CCASS function during testing. It is tentatively planned that each participant will be assigned two testing user IDs. The existing production key diskette can be used to access the Year 2000 testing system with a CCASS terminal. Enhanced CCASS Terminal (ECT) users, new development smart cards are used for access. The testing IDs, passwords and smart cards will be distributed to participants before the street-wide test commences.

To distinguish the Y2K testing system from the normal CCASS operations system, a Y2K testing message will be displayed on all CCASS menu screens. The date will be highlighted and displayed at the right hand corner of each screen.

### Financial Services Bureau Established Three Sub-committees

Hongkong Clearing is a member of the Y2K Compliance Steering Committee established by the Financial Services Bureau (FSB) of the Government of the HKSAR. The Steering Committee is coordinating the financial sector's efforts in ensuring that the core financial infrastructural systems achieve Y2K compliance in time. Three subcommittees, namely Banking, Securities and Futures, and Utilities and Facilities have been set up.

The major members of the Banking Subcommittee are Hongkong Clearing, Hong Kong Association of Banks (HKAB), Hong Kong Monetary Authority, HKICL and several banks. The Sub-committee looks after issues such as the Y2K compliance status of shared financial systems, Y2K user testing, and contingency plans of the banking industry.

The Securities and Futures Sub-committee comprises Hongkong Clearing, HKFE, Hong Kong Stockbrokers Association, SFC, SEHK and the Y2K Securities Industry Working Group. The Sub-committee's main agenda includes the

street-wide tests and contingency planning, as well as to assess the Y2K readiness of major back-office systems providers, and to identify the types of services and assistance relating to Y2K which securities firms may seek from the providers.

The Utilities and Facilities Sub-committee consists of Hongkong Clearing, FSB, HKAB, HKICL, Information Technology and Broadcasting Bureau, Office of the Telecommunications Authority, SFC and SEHK. Issues relating to major utilities and facilities providers are addressed by the Sub-committee.



### Standard Transfer Form In Use

The Stock Exchange of Hong Kong introduced a Standard Transfer Form (STF) for use in the transfer of listed securities including equity securities, derivatives and unit trusts/mutual funds in July 1998. The STF improves the efficiency and minimises the costs of securities transfer operations.

With the introduction of STF, there is no need to obtain different transfer forms from different share registrars. There is also no need to maintain a minimum level of transfer forms for each of the various securities, thus saving storage space. As the STF can be used for the

transfer of most of the listed securities, printing cost of forms is greatly reduced. The STF also reduces the likelihood of delay in meeting settlement obligations caused by shortage of any particular transfer form.

However, the use of STF is optional and the existing

transfer forms may continue to be used. A limited supply of STFs is available to brokers free of charge at the offices of the Stock Exchange and Hongkong Clearing. Photocopies of the STF are, subject to certain paper specifications, also acceptable for transfer purpose.





# Shortening Turnaround Time for the Exercise of Call Warrants

The Stock
Exchange of Hong
Konghas
announced that the
electronic
settlement of
underlying

securities upon exercise of call warrants via CCASS will be introduced on 26 October 1998.

At present, issuers deliver physical share certificates to investors who exercise warrants. The settlement period is ten to 18 business days after the exercise day (E day), depending on whether the share registrars for the warrants and the underlying securities are the same or not.

Under the new mechanism, the settlement period will be no more than five business days following the exercise day (E+5). The period can be gradually reduced once the issuers are familiar with the procedures and parties involved encounter no serious difficulties.

Electronic settlement is an alternative to the

conventional settlement method. The current terms and conditions relating to physical delivery of share certificates will continue to apply.

For the new mechanism, Hongkong Clearing's wholly owned subsidiary, HKSCC Registrars Limited, recommended two operational procedures for the issuers' reference.

- Electronic Settlement -- Both exercise of call warrants and settlement of the underlying securities via CCASS
- HKSCC Nominees Limited (HKSCC Nominees) is the warrant-holder.
- When CCASS Participants exercise call warrants on behalf of their clients, the respective exercising participants' stock accounts will be immediately debited with the required quantity of call warrants and their designated bank accounts will be debited with the exercise money at day-end.
- The exercise instructions will be consolidated by the computer system at day-end, and

HKSCC Nominees will then physically deliver the warrant certificates, the exercise money and an exercise notice to the warrant registrars at or before 10:00 am on the E day. For details of the operational flows, please refer to the table below.

- (2) Electronic Settlement Physical exercise of call warrants but settlement of underlying securities via CCASS
  - For warrant-holders other than HKSCC Nominees
  - The warrant-holder will physically deliver an exercise notice, exercise money and relevant warrant certificates to the warraregistrar on the E day.
  - On settlement day (E+5), the issuer will instruct the warrant registrar to credit the warrant-holder's designated CCASS stock account with the underlying shares.
  - The warrant registrar will arrange for the payment of the ad-valorem stamp duty to the Inland Revenue Department over the transfer of the shares on E+5.

#### Operational model for electronic settlement of underlying shares for the exercise of call warrants

Parties involved	E day	E+5
Warrant-holder (HKSCC Nominees)	Delivers exercise notice, warrant certificate(s) and exercise money to warrant registrar before 10:00 am     Receives receipt issued by warrant registrar	Receives underlying shares through CCASS from the issuer by 4:00 pm
Warrant registrar	<ul> <li>Receives exercise notice, warrant certificate(s) and exercise money from warrant-holder</li> <li>Issues receipt to warrant-holder</li> <li>Notifies issuer of the details of the warrant exercise</li> <li>Arranges for payment of the exercise money to the issuer</li> <li>Cancels exercised warrant certificate(s)</li> </ul>	<ul> <li>Arranges with HKSCC Nominees to debit issuer's or its designated CCASS Participant's stock account with the underlying shares</li> <li>Arranges to pay the ad-valorem stamp duty to Inland Revenue Department in respect of the transfer of the underlying shares</li> <li>Receives debit confirmation advice from HKSCC Nominees</li> <li>Sends debit confirmation advice to issuer</li> </ul>
HKSCC Nominees		Receives instructions from warrant registrar and issuer to debit underlying shares from issuer's designated CCASS Participant's stock account     Debit issuer's designated CCASS Participant's stock account     Sends confirmation advice to warrant registrar     Credits underlying shares to exercising CCASS Participants' stock accounts
Issuer	Receives notification of the details of the warrant exercise from warrant registrar	<ul> <li>Instructs warrant registrars to arrange to debit its designated CCASS Participant's stock account</li> <li>Receives debit confirmation advice from warrant registrar</li> </ul>

## List of CCASS Information Materials for Sale

	CCASS Publications	Price per copy(HK\$)	AWANNAW
	CCASS Operational Procedures (English)		
	First Edition (June 92)	350	Management and Associate of Association
	Oct 94 Amendments	50	
	Jan 96 Amendments	100	X A Z R Z R R
	Jan 97 Amendments	110	A * * * * * * * * * * * * * * * * * * *
	May 98 Amendments	220	
	Full Set (with binder)	600	
	CCASS Operational Procedures (Chinese)		WORK SEED HOUSENES CALLES 単元 中央 日 日 日 日 日 中 日 日 日 日 日 日 日 日 日 日 日 日 日 日
	First Edition (October 92)	350	
	Oct 94 Amendments	50	業 集 ウ 文 等 業 有 日 C 型 1000 Name RECORDING COLUMNS COLUMN
	Jan 96 Amendments		200 San and
	Jan 97 Amendments	100	CBT INSTRUCT CCASS
		110	CET INSTRUCTION MANUAL V2.0
	May 98 Amendments	240	
	Full Set (with binder)	600	
	C In I (CCICO II III I CCI		0.
	General Rules of CCASS (English and Chinese)		
	First Edition (June 92)	250	
	Oct 94 Amendments	50	
	Jan 96 Amendments	60	THE RESERVE AND PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES COMMAND LISTED BY A REPORT OF THE PARTY CLASSES
	Jan 97 Amendments	40	发 展 费 服 3 司
	May 98 Amendments	130	
	Full Set (with binder)	400	CCASS PARTICIPANT & DESIGNATED BANK LIST
			中央結算系統參與者及指定最行名錄
	CCASS Terminal User Guide for Participants		\(\subsection \) (where the element and analysis \) (a subsection \) \(\subsection \) (a subsection \) (b subsection \) (b subsection \)
	Full Set	350	Advanced and Arthur of Assault Con-
	Full Set (with binders)	500	A STATE OF THE STA
	CCASS Terminal User Guide for Designated Banks		
	Full Set	200	** The state of th
	Full Set (with binder)	500	
	CCASS Computer-based Training (CBT) Package	200	BROWN ASSESS LINES
	(To buy CBT package, please call Customer Service Hotline at 2852 8000)		
	, 1 0,1		
-	Others		
	CCASS Participants & Designated Bank List	FO	The state of the s
	CCASS Participants & Designated Bank List	50	
	Corporate CD-ROM	20	000
	Corporate CD-ROM	20	The state of the s
	Guide to Eligibility & Admission of Securities to CCASS	50	
	Investor Account Video	22	CCASS
	Memorandum and Articles of Association of Hong Kong	100	11111
	Securities Clearing Company Limited (English)		CCASS
			1111
	Memorandum and Articles of Association of Hong Kong	100	
	Securities Clearing Company Limited (Chinese)	1	CCASS
	Memorandum and Articles of Association of HKSCC	100	1111
	Nominees Ltd	100	CCASS
			0000
	The above information materials are available for sale at: Hongkong	Clearing corvice	CCASS
	counters hall 2/F Vicwood Plaza 199 Des Voeux Road Central H		

counters hall, 2/F, Vicwood Plaza, 199 Des Voeux Road Central, Hong Kong.

# CCASS STATISTICS

T he market dropped continuously during the months from June to August 1998. During the period, Hang Seng Index fell by 1,660 points from the end of May to close at 7,275. However, market turnover reached a record of over \$79 billion on 28 August.

#### **Exchange Trades**

In June, an average of 58,771 trades were processed daily in CCASS, involving nearly 2.7 billion shares with a value of \$5.9 billion. In July, the daily average trades handled by CCASS reduced to 41,999 involving 2.2 billion shares with a value of \$4.1 billion. The daily average trades handled by CCASS rose to 59,635 involving 3.1 billion shares with a value of \$10.8 billion in August.

During the months of June, July and August, more than 99.98 per cent of Exchange trades were processed daily in CCASS.

#### **Netting Efficiency of CNS Trades**

In June, an average of 57,925 Exchange trades valued at \$5.4 billion went through CCASS daily for CNS. An average of 17.5 per cent of the novated contracts created was due for settlement daily.

The daily average number of trades went through CCASS for CNS in July dropped to 41,342 valued at \$3.7 billion. After novation and netting, 19.4 per cent of the novated contracts were due for settlement daily.

In August, the daily average number of trades went through CCASS for CNS increased to 58,618 valued at \$10.2 billion. An average of 15.8 per cent of the novated contracts created was due for settlement daily.

The novated contracts in June generated a daily average of \$10.8 billion in money obligations which were netted to \$3.0 billion. Daily average funds netting efficiency was 72.1 per cent.

In July, \$7.4 billion a day in money obligations were netted to \$2.4 billion. Daily average funds netting efficiency was 68.3 per cent.

In August, money obligations arising from novated contracts amounted to an average of \$20.4 billion daily, which were netted to \$12.7 billion. Daily funds netting efficiency was 47.5 per cent.

#### **Settlement Efficiency of CNS Stock Positions**

The daily average settlement efficiency rate of CNS stock positions for June was 94.8 per cent on the due day and 99.9

per cent on the settlement day following the due day. The corresponding figures for July were 94.9 per cent and 99.8 per cent. And the corresponding figures for August were 93.6 per cent and 99.6 per cent.

#### Settlement Instructions (SIs)

In June, an average of 19,835 SIs was settled daily in CCASS, involving 4.6 billion shares with a market value of \$20.2 billion.

In July, the figures decreased to 15,026 SIs, involving 4.2 billion shares with a value of \$14.0 billion.

An average of 17,831 SIs was settled daily in CCASS in August, involving 4.9 billion shares with a market value of \$24.9 billion.

#### **Investor Settlement Instructions (ISIs)**

In June, an average of 147 ISIs was settled daily in CCASS, involving 59.1 million shares with a market value of \$30.6 million.

An average of 95 ISIs was settled daily in CCASS in July, involving 23.9 million shares with a market value of \$43.3 million.

In August, the corresponding figures were 144 ISIs involving 19.9 million shares with a value of \$25.2 million.

#### **Depository Transactions**

In June, the CCASS Depository handled an average of 4,047 deposit and withdrawal transactions per business day. The number of share certificates processed daily amounted to 42,000.

The corresponding figures for July dropped sharply to 1,490 transactions involving 18,000 share certificates per business day.

In August, the Depository handled an average of 1,697 deposit and withdrawal transactions per business day. The number of share certificates processed daily amounted to 24,000.

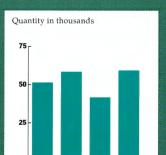
As at the end of August, 951 stocks had been admitted into CCASS for clearing and settlement. About 356.2 billion shares were under the custody of the CCASS Depository, representing 50.5 per cent of the total number of shares of the admitted stocks in issue. The total market value of the shares was \$545.8 billion, representing 26.9 per cent of the total market capitalisation of the admitted stocks.

#### **Participants**

At the end of August, there were 1,801 CCASS Participants, comprising 499 brokers, one clearing agency, 62 custodians, 8 stock pledgees and 1,231 investors.

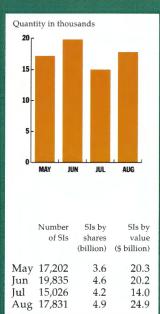
### OPERATIONS HIGHLIGHTS (MAY-AUG 98)

Average daily Stock Exchange trades processed in CCASS
(including CNS trades, isolated trades and cross trades)

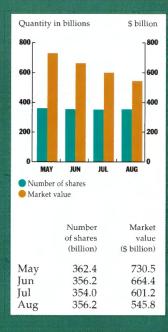


	Number of trades	% of total number of Exchange
May	51,636	trades
Jun	58,771	99.93
Jul	41,999	99.98
Aug	59,635	99.98

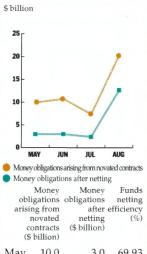
Average daily settlement instructions (SIs) settled in CCASS



Securities under CCASS custody



Average daily funds netting efficiency under CNS



#### 10.0 May 3.0 69.93 Jun 10.8 3.0 72.10 Jul 7.4 2.4 68.27 Aug 20.4 12.7 47.49

# Quick Quiz

1. What is the size of a share withdrawal order that will be considered a "Bulk Withdrawal" by Hongkong Clearing?

3. How does Hongkong Clearing handle the pending withdrawal orders that are not authorised?

2. When should Participants input their withdrawal orders or submit their withdrawal order forms if they are going to make a Bulk Withdrawal?

Answers on page 10.

### **CCASS NOTICE BOARD**

### Service Enhancements

Hongkong Clearing has introduced the following service enhancements.

#### Transfer of Scrip Fee Concession Due to Change of Membership

A CCASS Participant which restructures its business structure - for example, change from a sole proprietor to a limited company - but maintains substantially the same beneficial ownership, can apply to Hongkong Clearing to carry forward the scrip fee concession entitled by the "terminated" participant account to the new participant account.

Previously, a CCASS Participant needed to keep track of the information in its own records to reconcile subsequent scrip fee payments. With the new enhancements implemented on 31 August 1998, CCASS automatically provides the above information. A new sub-section about the scrip fee concession, arising and brought forward from the change of membership, is now included in the Scrip Fee section of the Entitlement Statement upon collection of scrip fee for respective stocks.

#### **Full Redemption and Conversion of Preference Shares**

Two new codes, 'FR' for Full Redemption and 'BV' for

Bond/ Preference Shares Conversion, have been created to differentiate these two activities in CCASS. Relevant sections of the Entitlement Statement and Nominee Functions Input Activities Report have been amended to provide this additional information.

#### **Enquire SI**

To accelerate the Settlement Instruction (SI) enquiry process, two new selection criteria, Instruction Type and Settlement Account, has been created. In addition, participants can now retrieve a list of SIs with 'Internal Transaction Reference Number' through the Enquire SI Function.

#### **Enquire Announcement Information Function**

A new selection criterion has been added to the Enquire Announcement Information Function to let participants enquire about subscription announcements relating only to put or call warrant issued based on index or equity.

For further information on the above service enhancements, participants can refer to the circular (no. 162/98) and the revised Terminal User Guide (section 5.1, 5.14, 6.3 & 6.4).

### DIRECT STOCK ADMISSIONS

During the two months of July and August 1998, a total of 64 eligible new issues were admitted to CCASS of which 7 issues adopted Jumbo Certificate arrangement.

	Ordinary Shares	Preference Shares	Registered Warrants	Debts	Rights	Total
Eligible new issues listed on the Stock Exchange and admitted to CCASS	8	0	48	0	8	64
Issues adopted Jumbo Certificate arrangement	6	0	1	0	N/A	7



### Quick Quiz

- Hongkong Clearing considers a withdrawal order of 5,000 or more share certificates at one time as a "Bulk Withdrawal".
- Participants who want to make a Bulk Withdrawal are requested to input the withdrawal orders or submit the withdrawal order forms to Hongkong Clearing at least one clear business day in advance of the intended collection day.
- 3. Hongkong Clearing will purge from CCASS the pending withdrawal order three business days after input.



MTR Promotional Campaign
 Development of Investor
 Participation outlined
 New Services for Corporate Investor Participants
 List of Designated Banks
 Stock Custody Fee

• Two Circulars for Investor Participants • Gold Coins For Gold Award Winners

Latest News on Investor Account Service

September 1998

**Investor Service Enquiry Hotline: 2979 7000** 

**Bimonthly Publication** 

## MTR Promotional Campaign For Investor Account Service

Since the announcement to waive the minimum monthly fee on 8 July 1998, there has been a sharp increase in applications to join the Investor Account Service offered by Hongkong Clearing. As at 18 September 1998, a total of 1,546 applications were received, including 1,314 from individual investors, 157 from joint individual investors and 75 from corporate investors.

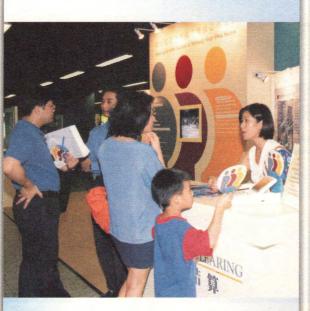
Hongkong Clearing continued to publicise the benefits of the Investor Account Service by holding an exhibition at the Admiralty MTR station from 29 to 31 August 1998, attracting some 3,000 visitors. Further exhibitions are planned at other MTR stations.

Hongkong Clearing representatives provided the exhibition visitors with information about the service and application procedures. An Investor Account video was also shown at the exhibition.

Visitors were also invited to participate in a game in which they were asked to guess the number of investors who applied to join the Investor Account Service by the end of 31 August 1998. One hundred entrants who gave the correct answer of 1,429 applications or the closest figure have won radios as prizes. Hongkong Clearing has notified the 100 winners by mail.









# DEVELOPMENT OF CCASS INVESTOR PARTICIPATION OUTLINED

Some 280 senior executives from 240 CCASS Intermediary Participants (brokers/custodians) were given a briefing on the Development of Investor Participation (IP) in CCASS by Mr Stewart Shing, Chief Executive on 7 September 1998.

Mr Shing discussed the IP concept, what it has achieved, and plans for its further development in the short, medium and long-term.

He said: "The development of Investor Participation in CCASS can never be a great success without the support of market intermediaries such as brokers and custodians. IP development is important for the Hong Kong securities market."

He said that IP is a pre-requisite for the development of Straight-Through-Processing planned by the Stock Exchange in the same way that Continuous Net Settlement is essential for the development of the Exchange's Automatic Order Matching and Execution System.

Mr Shing's briefing followed two talks which he gave in August to members of the Hong



Stewart Shing at the luncheon talk for members of the Hong Kong Stockbrokers Association.



Some 280 participant representatives attend the briefing



Kong Stockbrokers Association and the Hong Kong Securities Professionals Association, attended by some 100 broker representatives. The talks outlined the development of IP from brokers' perspectives.

Mr Shing said that the good attendance by brokers and custodians at the talks and briefing on IP shows that it is gaining increasing support from brokers and custodians. He said Hongkong Clearing expects these accounts will grow at a faster rate as the market picks up and the service becomes better known in the market.

## HONGKONG CLEARING OFFERS TWO NEW SERVICES TO CORPORATE INVESTOR PARTICIPANTS

Hongkong Clearing introduced new counterparty list, transaction limit and maker-checker functions for Corporate Investor Participants effective 1 September 1998, following service enhancements for the Investor Account Service announced earlier. The new services will help Corporate Investor Participants strengthen their internal control capabilities.

#### **ISI Counterparty List**

Corporate Investor Participants can now choose to maintain an Investor Settlement Instruction (ISI) counterparty list in CCASS. If a participant elects to maintain such a list, ISI affirmation and authorisation will only be accepted by CCASS if the counterparty specified in the ISI is contained in the list.

Participants may complete an "ISI Counterparty List Input Request Form" and return it by mail or in person to the Investor Service Centre to update the counterparty list. The process sually takes three business days. Upon completion, an activity statement printed with the updated counterparty list will be sent to the Investor Participant for reference. Participants who choose not to maintain the counterparty list can continue to affirm or authorise ISIs with no validation on the ISI counterparties.

## Transaction limit for ISI affirmation and maker-checker facility for screen phone users

Maker-checker facility is available to the subscription, dividend election and corporate voting instructions maintenance functions. Users being assigned as "makers" will only be able

to input instructions, while those being assigned as "checkers" can only authorise instructions previously input by "makers". Instruction status will be "pending" after input, and updated to "authorised" after having been authorised by "checkers". Only the "authorised" instructions will be further processed by CCASS.

Both maker-checker facility and transaction limit are available to ISI affirmation. If a "maker" affirms an ISI within his transaction limit, the ISI will be affirmed right away. However, if he tries to affirm an ISI exceeding his transaction limit, the status of the ISI will be changed to "pending for affirm" and requires a "checker" with sufficient transaction limit to authorise the ISI.

A checker can only authorise ISIs with "pending for affirm" status. If he authorises an ISI within his transaction limit, the ISI will be affirmed. However, if he tries to authorise an ISI exceeding his transaction limit, an error message will be read out and the authorisation will not be accepted.

Maker-checker facility and transaction limit checking functions are only available to Corporate Investor Participants who use screen phones. To implement the changes, Corporate Investor Participants need to re-assign user access level and transaction limit of current users by completing the "User Profile List" and submit it to Hongkong Clearing's Operations Control Department at 7/F, Vicwood Plaza, 199 Des Voeux Road Central, Hong Kong. A list of functions available for each user access level and notes on filling in the "User Profile List" have been sent to all Corporate Investor Participants for reference.

# LATEST LIST OF DESIGNATED BANKS FOR INVESTOR ACCOUNT SERVICE

The payment methods available for settlement of Investor Settlement Instructions (ISI) are:

(i) Direct Debit Instruction (DDI) / Direct Credit Instruction (DCI)

This method applies to money settlements between Hongkong Clearing and Investor Participants e.g. DDI for rights issues, DCI for dividend collection.

(ii) Free of Payment (FOP)

Under FOP, Investor Participants and their brokers/custodians arrange payment between themselves outside CCASS.

(iii) Electronic Payment Instruction (EPI)

This method is used if a transaction is to be settled on a Delivery versus Payment (DVP) basis. DVP means shares are transferred in CCASS during the day while cash payments are made overnight through the payment system of Hong Kong Interbank Clearing Limited.

(iv) CHATS Payment Instruction (CPI)

Clearing House Automated Transfer System (CHATS) payment is used if a transaction is to be settled on a Realtime Delivery versus Payment (RDP) basis. RDP means the transfer of both shares and money in a securities transaction is done simultaneously on the settlement day.

Investor Participants must agree upon a payment method with their brokers/custodians in advance, so that the brokers/custodians can input the exact details of the ISI into CCASS for affirmation by Investor Participants.

There are currently 24 CCASS-designated banks, which provide money settlement service for Investor Participants, and 18 of these banks support Realtime Delivery versus Payment (RDP) settlement. Following is the latest list of designated banks:

- 1. Asia Commercial Bank Ltd.\*
- 2. Bank of America (Asia) Ltd.\*
- 3. Bank of Communications\*
- 4. Chekiang First Bank Ltd.\*
- 5. CITIC Ka Wah Bank Ltd. \*
- 6. Dah Sing Bank Ltd.
- 7. Dao Heng Bank Ltd.
- 8. First Pacific Bank Ltd.\*
  - 9. Generale Belgian Bank\*
  - 10. Hang Seng Bank Ltd
  - 11. International Bank of Asia Ltd.\*
  - 12. Jian Sing Bank Ltd.
  - 13. Liu Chong Hing Bank Ltd.\*
  - 14. Overseas Trust Bank Ltd.
  - 15. Shanghai Commercial Bank Ltd.\*
  - 16. Standard Chartered Bank\*
  - 17. The Bank of East Asia Ltd.\*
  - 18. The Development Bank of Singapore Ltd. \*
  - 19.The Hongkong and Shanghai Banking
    Corporation Ltd.
  - 20. The Hongkong Chinese Bank Ltd.\*
  - 21. Union Bank of Hong Kong Ltd.\*
  - 22. United Chinese Bank Ltd.\*
  - 23. Wing Hang Bank Ltd.\*
  - 24. Wing Lung Bank Ltd.\*

\* These banks provide, in addition to DDI, DCI and EPI services, CHATS payment service.

Other banks may also provide the service later as Hongkong Clearing
has not set a quota for the banks, or a deadline for the service.

# Stock custody fee payable by Investor Participants

Hongkong Clearing does not charge Investor Participants stock deposit fee for the deposit of stocks into Investor Participants' Accounts in CCASS.

Physical share certificates registered in the name of an Investor Participant or HKSCC Nominees Limited are acceptable to Hongkong Clearing for deposit into CCASS. Stocks deposited by Investor Participants into their Stock Accounts will be put "on-hold" first. Upon successful re-registration, the status of the deposited shares will be changed to "available". Investor Participants can then use such available credit stock balances for book-entry stock settlement inside CCASS. Investor Participants can also transfer their credit stock balances to

Intermediary Participants' (such as brokers or custodians)
Stock Accounts.

In addition, in order to facilitate portfolio transfers of stocks from Intermediary Participants' Stock Accounts to an Investor Participant's Stock Account, no stock settlement fee will be charged on Investor Settlement Instruction transactions-without-trade-value-data-input within the first ten settlement days from the date of opening of an Investor Account.

A Stock Custody Fee is chargeable to Investor Participants for the safekeeping of certificates in CCASS. The fee rate is \$0.012 per board or odd lot, subject to a minimum fee of \$20 per month and a maximum fee of \$3,000 per month, per Investor Account.

Example

In the month of August, Ms Lee, an Investor Participant, deposited the following stocks into her Stock Account.

Date	Stocks deposited	Deposit Fee	Custody Fee
4 Aug	Ms Lee effected portfolio transfers of stocks from the Stock Account of her broker, Broker A, to her Stock Account: 20,000 shares (10 board lots) of China Telecom 1,500 shares (15 board lots) of Hang Seng Bank 18,000 shares (18 board lots) of HK & China Gas	Nil	
12 Aug	Ms Lee deposited the following physical certificates into her Stock Account through the CCASS Depository: 4,000 shares (10 board lots) of HK Telecom 6,000 shares (15 board lots) of HSBC Holdings	Nil	
31 Aug			Month-end stock balance *  10 board lots of China Telecom  15 board lots of Hang Seng Bank  18 board lots of HK & China Gas  10 board lots of HK Telecom  15 board lots of HSBC Holdings  = 68 board lots  Stock custody fee payable in August  \$0.012 x 68 board lots = \$0.816  (as \$0.816 is less than \$20 minimum fee, the fee payable is \$20 for August)  =\$20

<sup>\*&</sup>quot;On-hold" stocks in the Stock Accounts of Investor Participants at the end of the month are also counted in their month-end stock balances.

# TWO CIRCULARS ISSUED TO INVESTOR PARTICIPANTS

Hongkong Clearing's Customer Services Department sent circulars to Corporate Investor Participants on 31 August 1998 informing them of the new services in the form of Investor Settlement Instruction (ISI) counterparty list, maker-checker function and transaction limit for ISI affirmation.

Eleven calls were received by the CCASS Phone Operations Hotline enquiring about the application and functions of these new services. Investor Participants also asked how to fill in the user profile form and whether it was compulsory to submit the ISI counterparty list. Up till 15 September 1998, Hongkong Clearing has received three request forms for ISI counterparty list input.

The Company's Nominees Services Department sent a circular on 1 September 1998 regarding dividend entitlement of HSBC Holdings PLC (stock codes 5 & 150). The circular was sent only to those Investor Participants with shareholdings on snapshot date on 19 August 1998. Hongkong Clearing received 15 calls from Investor Participants to enquire about the election period, payable date and calculation details as stipulated in the circular.

### Gold Coins for Gold Award Winners

Hongkong Clearing wishes to remind Investor Participants it is offering awards to those who recommend friends to open Investor Accounts.

An Investor Participant who has made a successful recommendation will win a silver award in the form of an elegantly designed radio.

Each of the top three Investor Participants with the largest number of successful recommendations by 31 October 1998 (Hongkong Clearing will count the application forms received on or before this date) will win a gold award in the form of an 1 oz. 999. 9 fine Gold Maple Leaf coin.

Please fill in the form below (photocopies of the form are also acceptable), give it to your friend who wishes to open an Investor Account on your recommendation, and ask him or her to attach it to the application form.

For enquiries, please call Corporate Communications Department, at 2597 0877.





Please attach	this	form	to	the	app	lication	form]
---------------	------	------	----	-----	-----	----------	-------

To: Corporate Communications Department, Hongkong Clearing

Name of Investor Participant:_	
--------------------------------	--

Contact Telephone No.:	April

I recommend		
	(	

to open an Investor Account.