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Appendix B TRADE SUBMISSION THROUGH CSV FORMAT (REPORTING)

The trade event request can be submitted in CSV format. By making use of the Excel templates, user can generate request files in CSV format and submit them to the HKTR-R system. For every CSV-formatted request file submitted to the HKTR-R system, a response file will be returned to the participant in CSV format.

B.1 List of Excel Templates

The following table lists the Excel templates that are provided to the participants for the generation of the trade event request files in CSV format.

Excel Template	Description	Applicable Product Sub-type
Reporting View		
Reporting - All (Full Termination, Partial Termination)	Request the Full Termination or Partial Termination trade event.	Partial Termination: IRS Floating vs. Fixed Overnight Index Swap (Floating vs Fixed) Basis Swap Full Termination: IRS Floating vs. Fixed Basis Swap Overnight Index Swap (Floating vs Fixed) FX Non-Deliverable Forward

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Excel Template	Description	Applicable Product Sub-type
Reporting - All (Withdrawal, Quit)	Request the Withdrawal or Quit trade event.	IRS Floating vs. Fixed Basis Swap Overnight Index Swap (Floating vs Fixed) FX Non-Deliverable Forward
Reporting - All (Relink)	Request, Cancel the Relink trade event	IRS Floating vs. Fixed Basis Swap Overnight Index Swap (Floating vs Fixed) FX Non-Deliverable Forward
Reporting - All (Suppress Uncertain)	Request the Suppress Uncertain event on counterparty's trade. This event is only applicable to TR participant who is Overseas Incorporated AI.	IRS Floating vs. Fixed Basis Swap Overnight Index Swap (Floating vs Fixed) FX Non-Deliverable Forward
Reporting - IRS - Floating vs Fixed (New Trade, Amendment, Backloading)	Request the New Trade or Amendment or Backloading trade event.	IRS Floating vs. Fixed Overnight Index Swap (Floating vs Fixed)
Reporting - IRS - Floating vs Floating (New Trade, Amendment, Backloading)	Request the New Trade or Amendment or Backloading trade event.	Basis Swap
Reporting - FX - FX NDF (New Trade, Amendment, Backloading)	Request the New Trade or Amendment or Backloading trade event.	FX Non-Deliverable Forward
Others		
Reporting - Response	Response of trade event for the reporting view	IRS Floating vs. Fixed Basis Swap Overnight Index Swap (Floating vs Fixed) FX Non-Deliverable Forward

The following table lists the events that are applicable to the different products.

Reporting View

Trade Event	Product Sub-type			
	IRS Floating vs. Fixed	Basis Swap	Overnight Index Swap (Floating vs Fixed)	FX Non-Deliverable Forward
New Trade	✓	✓	✓	✓
Amendment	✓	✓	✓	✓
Full Termination	✓	✓	✓	✓
Partial Termination	✓	✓	✓	✗
Withdrawal	✓	✓	✓	✓
Quit	✓	✓	✓	✓
Backloading	✓	✓	✓	✓
Relink	✓	✓	✓	✓
Suppress Uncertain	✓	✓	✓	✓

B.2 Excel Templates

A user can use the Excel templates to generate the CSV request files for the submission of trade events. The procedures of trade event submission can be found in the worksheet “Introduction” of the Excel templates.

B.2.1 Worksheet in the Excel Templates

Worksheet	Description	Action button provided in the worksheet
Introduction	Introduction of the Excel template. - Excel template published version - Description of the worksheet - Request File Structure - Trade submission procedures - Non Amendable Fields ¹ - Notes	
Field Definition – File	The field definition of the file level request.	
Field Definition – Event	The field definition of the trade event level request.	
Input Template – File	User enters a single record for the file level request in this worksheet.	
Input Template – Event	User enters one or more records for the trade event level request in this worksheet. User should be noted that Excel has autocorrect feature which converts input value implicitly to another one. This may lead to rejection or acceptance with distorted meaning for trade submission. For example, input value “(c)” will be converted to “©”, etc.	“Preview” button: To preview the information of the request before generating the CSV file.
Preview	When the user presses the “Preview” button in the “Input Template – Event” worksheet, the request data will be populated in this worksheet to allow the user to preview the information of the request before generating the CSV file.	“Generate CSV” button: To Generate the CSV file.

¹ Below fields are non amendable fields. They are still required to be inputted when an amendment event is being submitted, the content in these fields should be remain unchanged as they were initially submitted in the system.

Template “Reporting - IRS - Floating vs Fixed (New Trade, Amendment, Backloading)”	Template “Reporting - IRS - Floating vs Floating (New Trade, Amendment, Backloading)”	Template “Reporting - FX - FX NDF (New Trade, Amendment, Backloading)”
Asset Class	Asset Class	Asset Class
Product Type	Product Type	Product Type
Product Sub-type	Product Sub-type	Product Sub-type
Reporting For (who is TR Participant)	Reporting For (who is TR Participant)	Reporting For (who is TR Participant)
Trade Party 1 (who is TR Participant)	Trade Party 1 (who is TR Participant)	Trade Party 1 (who is TR Participant)
Trade Party 2 (who is TR Participant)	Trade Party 2 (who is TR Participant)	Trade Party 2 (who is TR Participant)
Floating Rate Payer (who is TR Participant)	Floating Rate Payer 1 (who is TR Participant)	Exchanged Currency 1 - Payer Party (who is TR Participant)
Fixed Rate Payer (who is TR Participant)	Floating Rate Payer 2 (who is TR Participant)	Exchanged Currency 2 - Payer Party (who is TR Participant)
Trade Date	Trade Date	Trade Date
Notional Amount – Currency	Notional Amount – Currency	Exchanged Currency 1 - Payment Amount - Currency
		Exchanged Currency 2 - Payment Amount - Currency

Please note that Change of direction of the Trade Parties / Floating Rate Payer(s) / Fixed Rate Payer / Exchanged Currency Payer(s) is amendable in the system.

E.g., Bank A reports a trade with counterparty Bank B in which Bank A is a Fixed Rate Payer while Counterparty, Bank B is a Floating Rate Payer. Afterwards, Bank A found that the direction of the trade being reported is incorrect. Bank A then can submit “an amendment” to change the direction of the reported trade (i.e. Bank A – Floating Rate Payer while Bank B – Fixed Rate Payer).

B.2.2 Data Type

String: It is expressed as:

- X(n) where n is the fixed number of characters;
- Please refer to the characters set and case sensitivity handling in AIDG main document section 4.3 and 4.4 respectively for data field input requirement.

Numeric: It is expressed as:

- 9(n).9999 where at most n in its integral part, and at most 4 digits in its decimal part;

Date: It is expressed as:

- YYYY-MM-DD where YYYY is the year, MM is the month, DD is the date.

Date and Time: It is expressed as :

- YYYY-MM-DD hh:mm:ss where YYYY is the year, MM is the month, DD is the date, hh is the hour, mm is the minute, ss is the second

B.2.3 Validation in the Excel Templates

When a user presses the “Preview” button to preview the output CSV data, the following validation will be performed:

- Required field checking
- Field format checking
Validate the length and format of string, numeric, date and time.

B.3 CSV File Structure

B.3.1 Request File Structure

Each request file will contain a file level request record and one or more trade event level request records.

B.3.1.1 File Level Request Record

Data Field	Description
Version	The version of the CSV request.
File Reference	A unique file reference to identify the whole submission of requests assigned by user. This file reference will be carried forward to the response file for user to correlate the requests.
Purpose	Purpose of the file
Submitting Party (Type)	Type of “Submitting Party” Remarks: Please refer to the Excel template for the valid values.
Submitting Party (ID)	The TR participant who submits the trade event.
Reporting Party (Type)	Type of “Reporting Party” Remarks: Please refer to the Excel template for the valid values.
Reporting Party (ID)	The TR participant who reports the trade event.
Number of Trade Event Requests	Total number of Trade Event Requests in the csv file.

B.3.1.2 Trade Event Level Request Record

The trade event request record is product and event specific. For the field definitions of a trade event request, refer to the corresponding Excel template listed in E.1 List of Excel Templates.

B.3.2 Response File Structure

Each response file will contain a file level response record and one or more trade event level response records.

B.3.2.1 File Level Response Record

Data Field	Description
File Reference	A unique file identifier generated by the HKTR-R system to submitting party for reference.
Response Generation Timestamp	The time at which the response file is generated.
Recipient (Type)	Type of recipient
Recipient (ID)	The TR participant who receives the response. Generally speaking, it should be identical to the submitting party specified in the request document.
Reporting Party (Type)	Type of “Reporting Party”
Reporting Party (ID)	The TR participant who reports the trade event.
Request File Name	The original request file name submitted by the submitting party.
Request File Reference	The file reference of the original request document.
Request File Capture Timestamp	The timestamp at which the request file is captured.
Number of Trade Event Responses	<p>It returns the number of response record to be returned to the user.</p> <p>If there is no file level exception, the number of requests processed should be the same as the number of requests contained in the request document.</p> <p>If file level exception occurs and the system does not process detail request, the field will be blank, and the exception information can be acquired in “reason” block in the same header.</p>

Data Field	Description
Reason Code	<p>It carries success return code if there is no file level exception but carries the error code with reason description if file level exception occurs.</p> <p>User should not mix up this reason code with the code returned for each trade event request. Even the system processed all trade event requests and all are rejected, this field will still carry success return code since no file level exception occurs.</p>
Reason Description	<p>Reason description corresponding to the Reason Code.</p> <p>The field is not present if the Reason Code is success return code.</p>

B.3.2.2 Trade Event Level Response Record

Data Field	Description
General	
Event Response ID	It is the unique event response ID generated by HKTR-R system.
In Reply To	<p>A copy of the unique message identifier to which this message is responding.</p> <p>It is the Event Request ID specified by user on the request message corresponding to this response.</p> <p>Under critical exception that the Event Request ID of the original request cannot be acquired, there will be no values for this element.</p>
Sent By	Indicates the system which this response file is generated from. It should be "HKTR ".
Send To (Type)	Type of "Send To"
Send To (ID)	The TR participant who submits the trade event.
Creation Timestamp	The date and time of the HKTR-R system when this message instance was created.

Data Field	Description
Correlation ID	<p>A unique event ID generated by HKTR-R system when an event is successfully upload without errors.</p> <p>It is used for correlating action request to trade event.</p> <p>If there is critical exception, there will be no values for this element.</p>
Result	
On Behalf Of (Type)	Type of “On Behalf Of”
On Behalf Of (ID)	<p>If the original request is submitted by an agent on behalf of reporting party, the field carries the reporting party’s input ID.</p> <p>If the original request is submitted by reporting party itself, there will be no values for this field.</p>
Status	Defines the status of a trade event.
TR Trade Reference	The HKTR-R system will return the TR Trade Reference if the trade event status is "Completed".
Rejection	
Reason Code	<p>Reason code of rejection / cancellation appears if the trade event fails to meet HKTR-R validations.</p> <p>If the trade event is successfully captured, there will be no values for this element.</p>
Reason Description	Reason description corresponding to the Reason Code.