

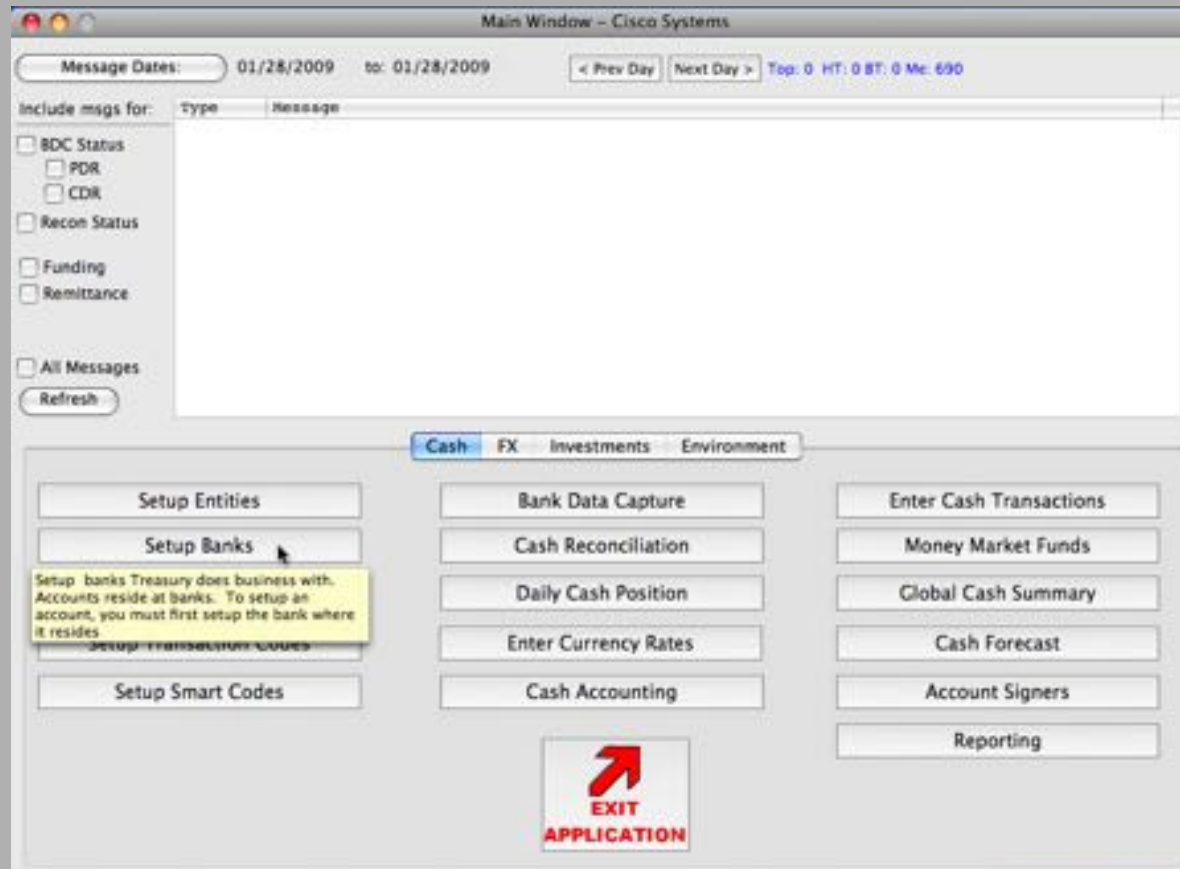


Orbit

Setup and Maintain
Banks

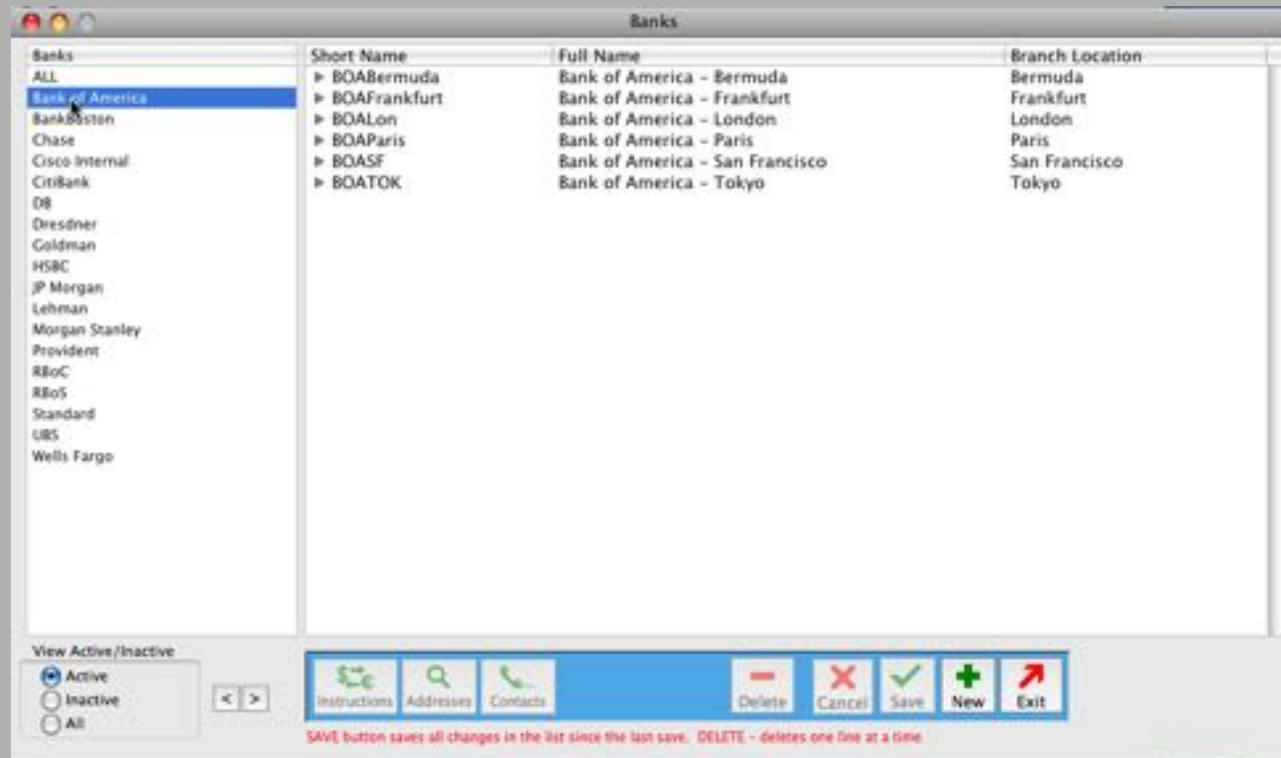
- Banks host bank accounts and/or act as trading counter parties
- Orbit stores banks as bank branches
- Check list:
 - Create the bank: Main Menu Window -> Cash (tab) -> Setup Banks (button)
 - For FX Counter Parties make sure the "FX Counter Party" flag is set to "Y"
 - If this is a trading counter party and you use FXALL or 360T for trading, update the "Portal Bank Codes" tab to map Orbit Bank Short Names to the codes used to represent the bank at the trading portal
 - Create Delivery Instructions. If the bank is an FX Counter Party, create instructions under Purpose Code "FX". If there are different instructions for different entities, the purpose code will be FX.001 or FX.002 where 001 and 002 are entity short names
 - If you are using Orbit_Acctg for monthend settlement accounting, check to see if the "Settlements Setup" rule lines for type CASH_FX are breaking out entries by Bank. If YES, then use the "Add Rule Lines For Banks" button
 - If you are using the "Account Signers" feature in Orbit to track bank account signers, consider adding address information for location: "Account Signers"

Bank Counter Parties



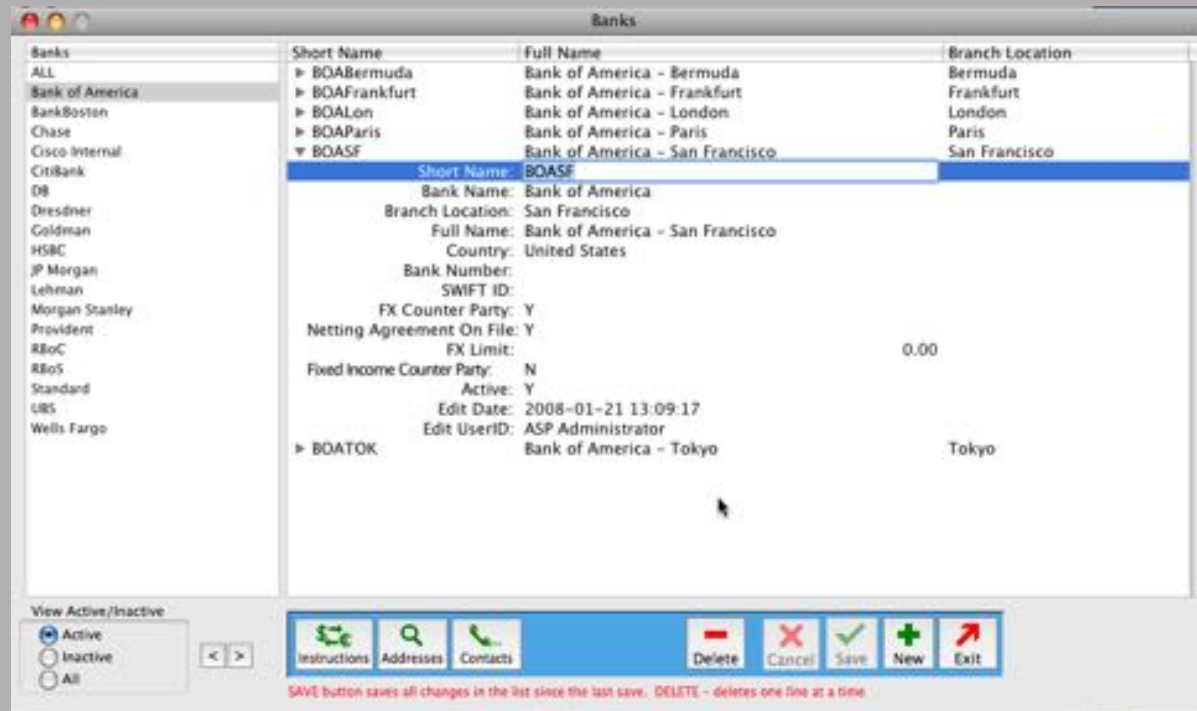
- Click the “Setup Banks” button on the “Cash” tab of the menu window
- You could also select “Banks Setup” from the “Setup” menu

Access to Banks Window



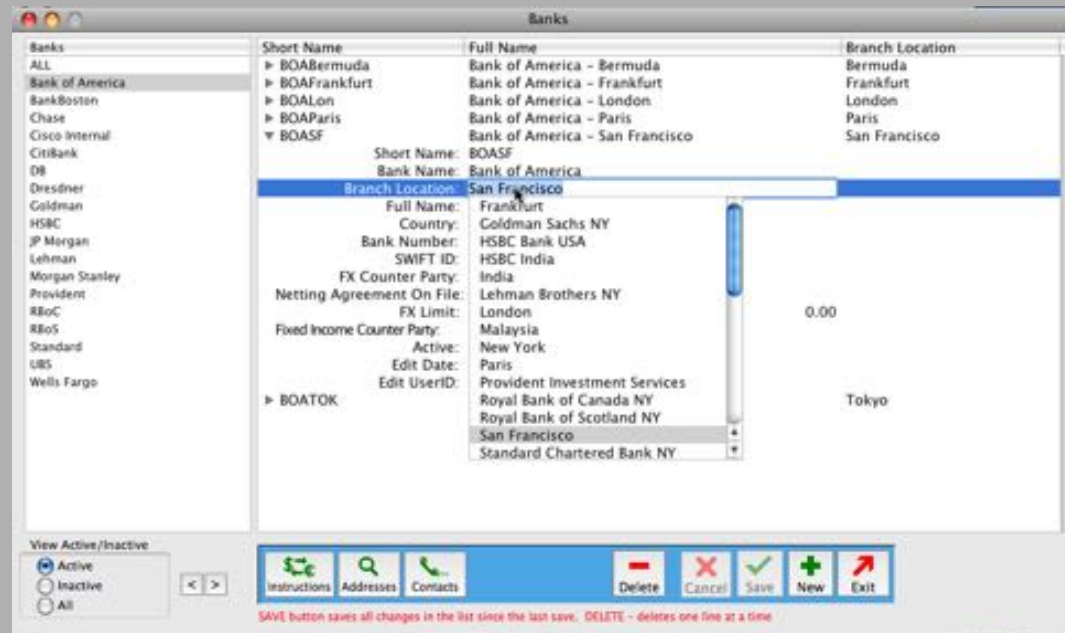
- Bank Branches are listed
- Bank Branches list can be filtered by the “Banks” list on the left
- In Windows, the triangle next to the Short Name (col 1) appears as a + sign and is called a “disclosure control”
- Click the disclosure control next to a bank branch short name to examine it’s detail

Banks



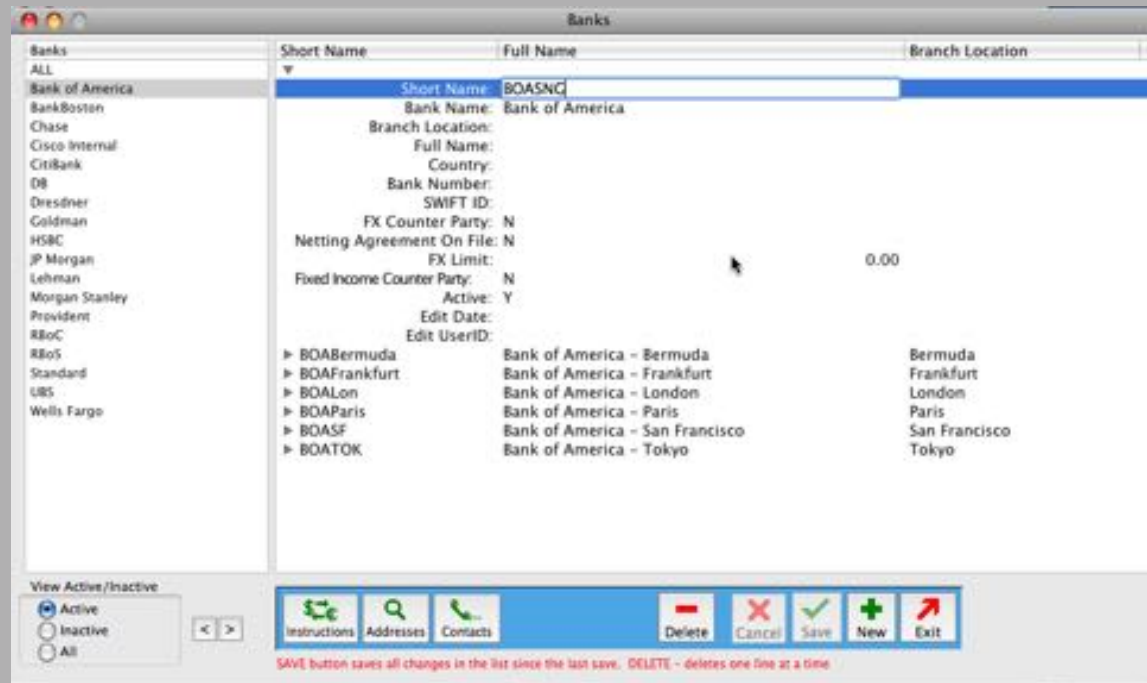
- The details for the Bank Branch are displayed in fields descending down from the main line
- Press return to move from field to field
- If a field has a selection list associated with it, that list will appear as a drop down list below the field
- See next slide for an example of a selection list field

Banks



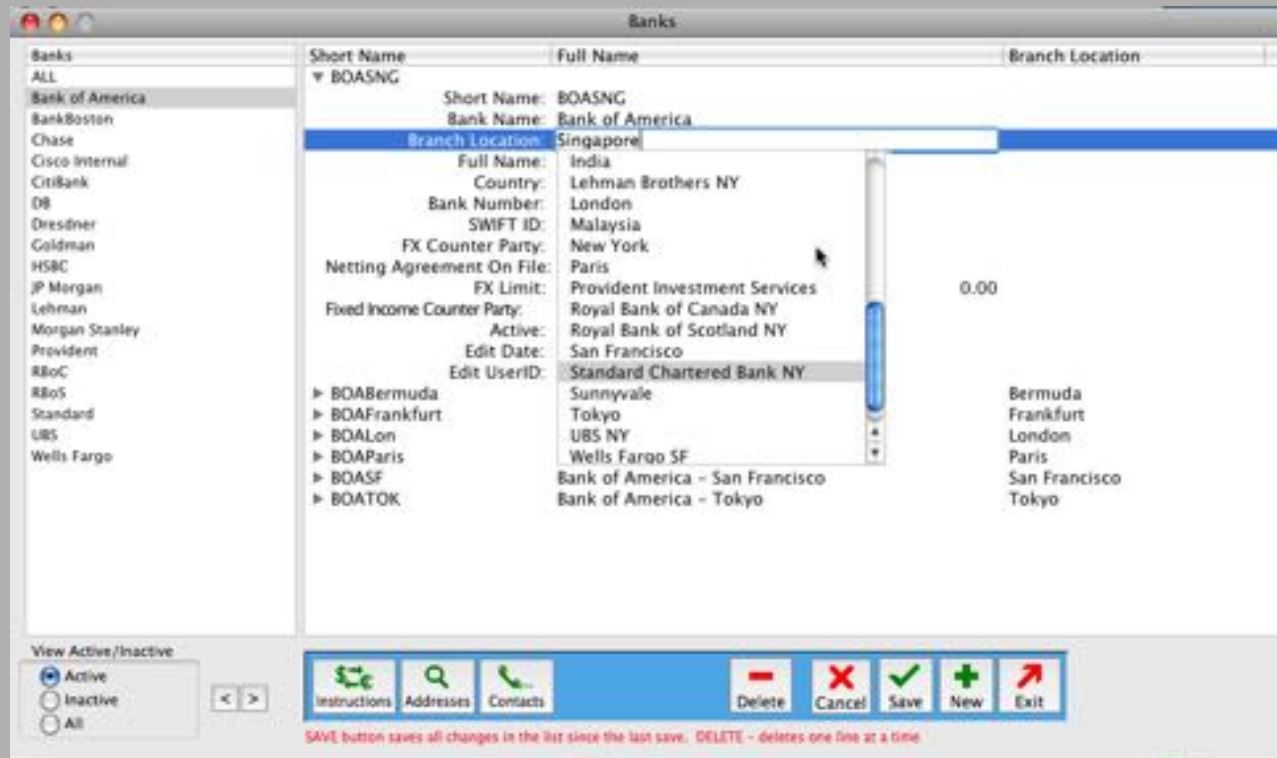
- “Branch Location” is a selection list field. Branch Locations are usually city names
- The valid values for location appear in the drop down list appearing below the location field
- Use the up/down arrow keys to move through the drop down list - or you can mouse-click on the desired value in the list
- You can also type into the location field and the selection in the drop down list will key-scroll based on what you have typed.
- To make a selection, press the RETURN key
- When you press RETURN, the selected value will be put into the field and focus will move to the next field

Banks



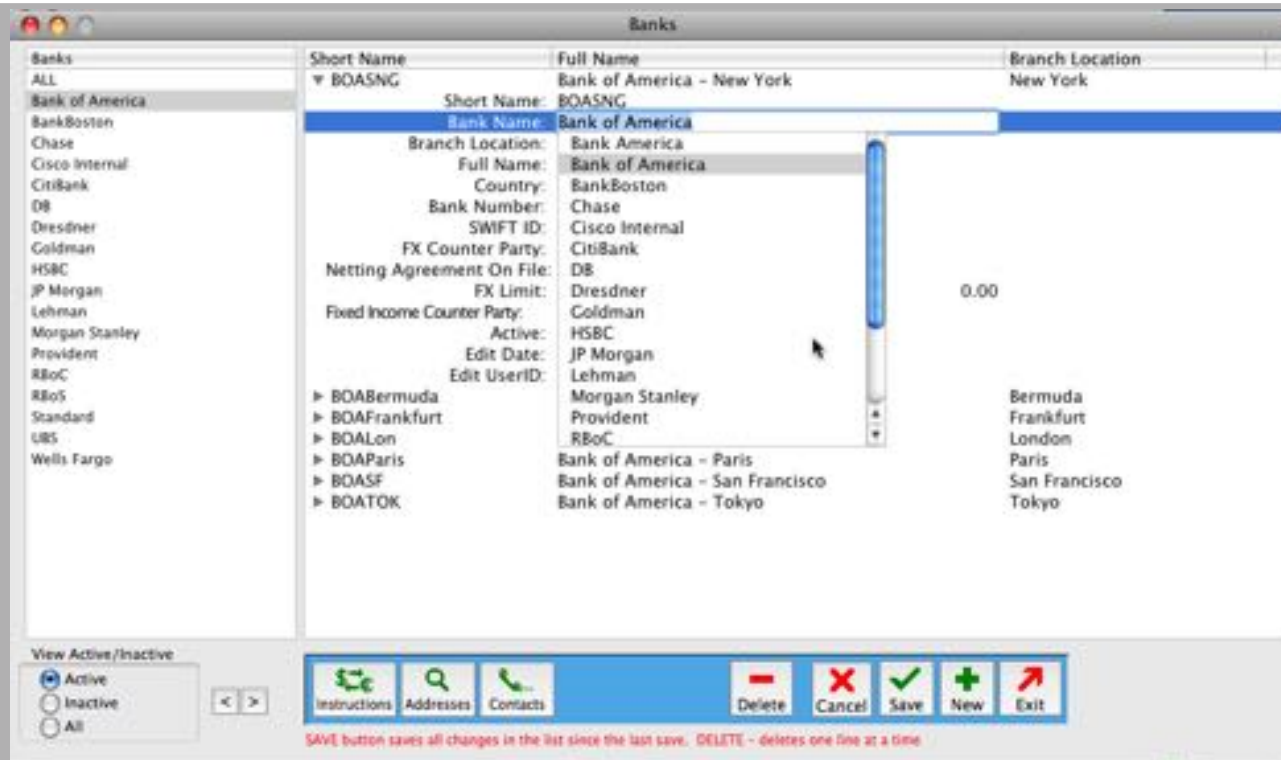
- To create a new Bank Branch, press the “New” button
- A new Branch is added to the top of the list
- If you have a Bank selected (“Bank of America” in this example), the new Bank Branch will be created with the “Bank Name” set to the selected bank
- Type in appropriate values and press the “Save” button
- Short name should be a short abbreviated form that identifies the Bank/Branch - In our example we are creating Bank of America - Singapore with a short name of BOASNG
- See the next slide for more on setting up new bank/branches...

Banks



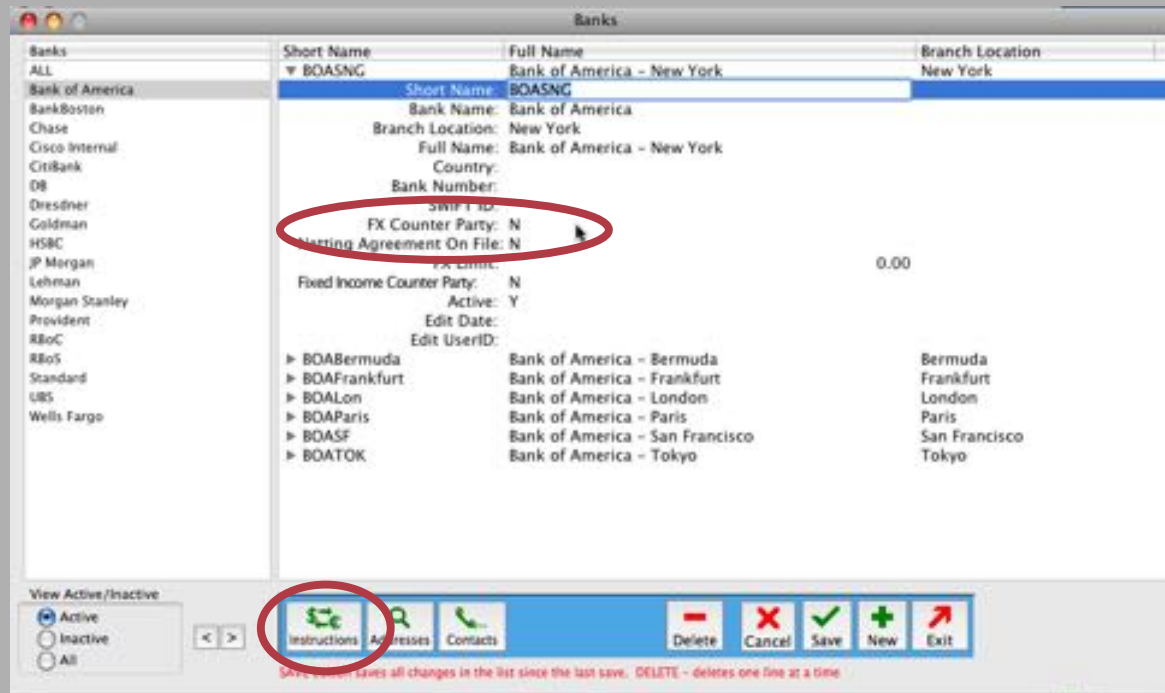
- Branch location identifies the city where the Bank Branch is located. In this case “Singapore” is not in the list. We type in “Singapore” and press RETURN to move to the next field
- When our new Bank Branch is saved, “Singapore” will be added to the “Branch Location” list

Banks



- “Bank Name” works the same way as “Branch Location”
- In this case, because “Bank of America” was selected in the “Banks” list, the bank name for our new entry was automatically set to “Bank of America”
- If this was the first branch of a new bank, we would type the name of the bank in “Bank Name”. When we save the new Bank Branch, the bank name will begin appearing in the “Bank Name” list

Banks



- If the Bank Branch is to be a FX Trading Counter Party, set the “FX Counter Party” value to “Y”
- You should also indicate if there is a netting agreement on file with the bank. This setting has no impact on operations within Orbit and is for documentation only
- You may optionally set an “FX Limit”. Orbit will use this to warn you if the notional value of outstanding trades with this bank exceeds the limit
- FX Counter Party banks will require “Delivery Instructions”. After saving the bank/branch, press the “Instructions” button
- The FX Counter Party Bank Branch “Short Name” will need to be mapped to the counter party code used by FXALL to identify that bank

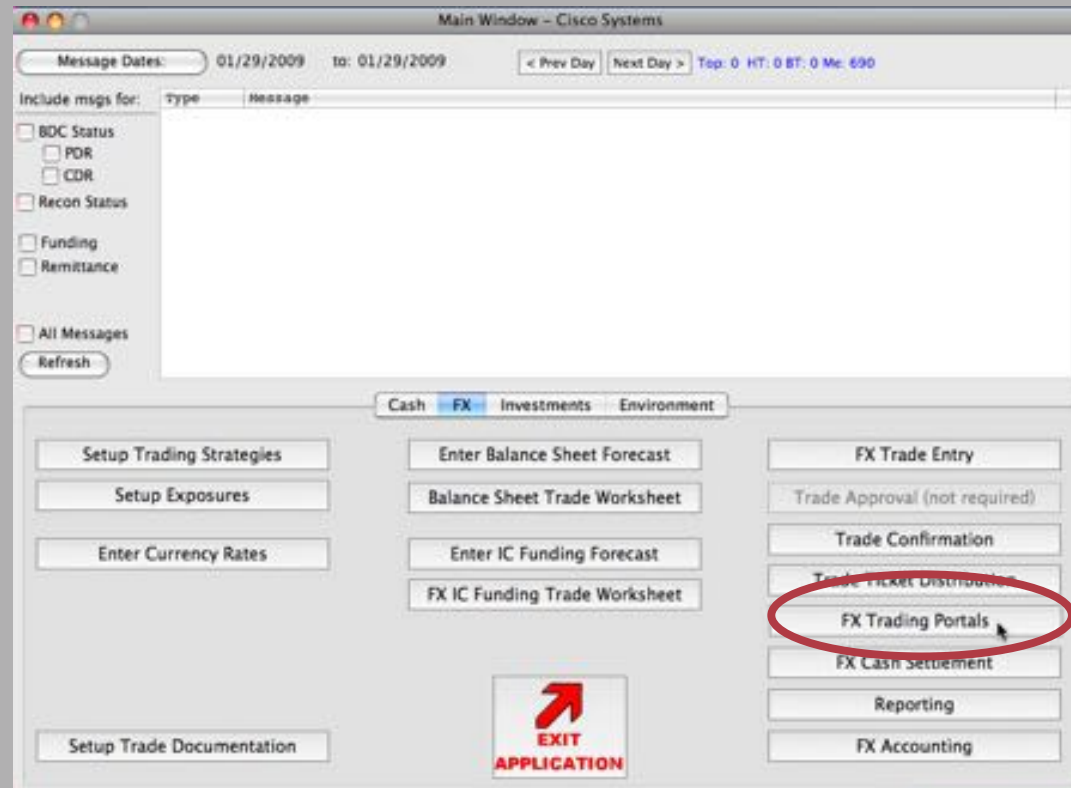
Banks

- Delivery instructions are the banks instructions telling you how to deliver currency to them
- You will need to setup instructions for every currency you might be dealing with at the bank
- The screen above shows EUR, FX instructions for BOA SF. This is where Cisco pays EUR to BOA SF for FX settlement
- To create new Instructions, press the “New” button
- Select the “Purpose” and “Currency”
- The “Receiving Bank” is the bank where the counter party’s bank account resides
- “Beneficiary Account” is the bank counter party’s bank account
- Place WTR Template ID’s in the “Repet Code” field

Banks - FX Delivery Instructions

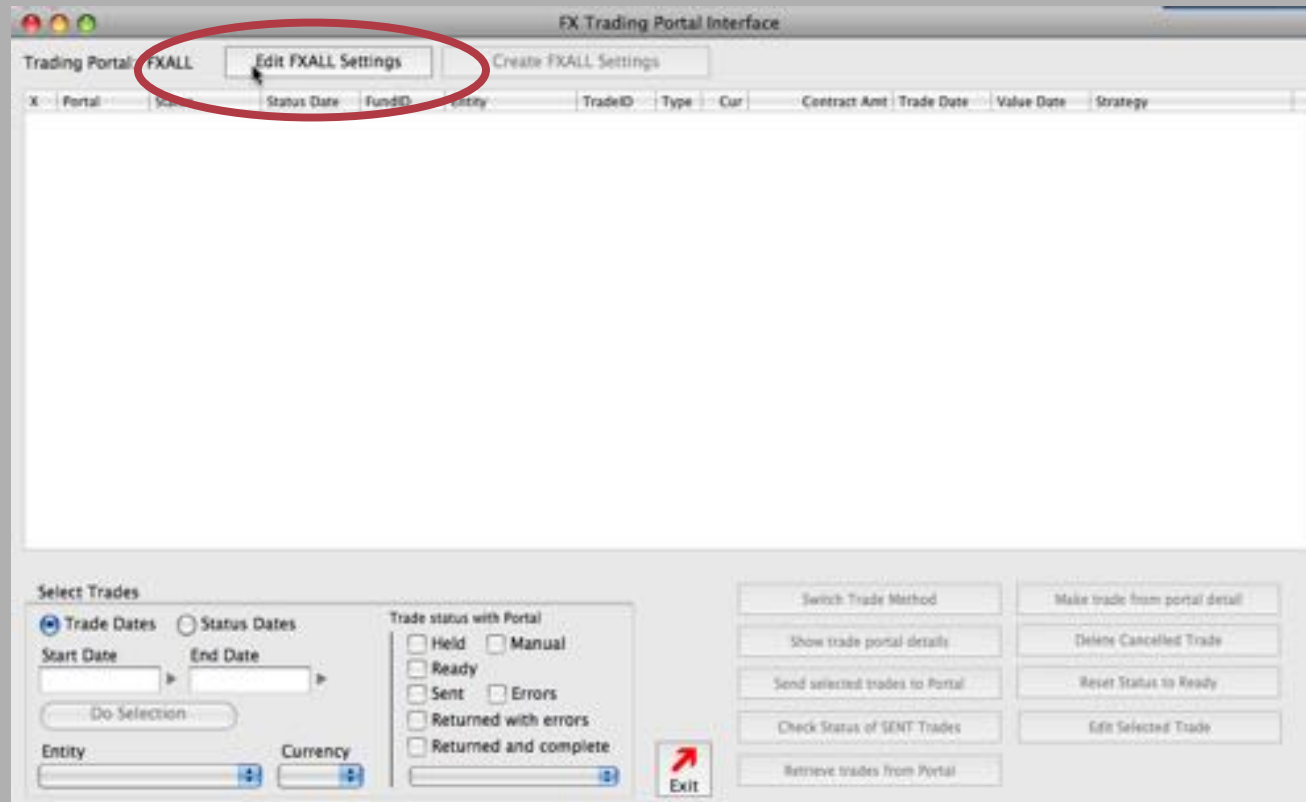
- If several entities trade with the same bank, there may be separate instructions required for each entity
- This is supported using the “Instruction Purpose”. We have circled “FX.CiscoBV”. These would be BOA’s instructions for CiscoBV trades.
- To create an entity specific purpose code, use the “Entity” selection button
- When Orbit is searching for instructions, it first looks for “FX.Entity Short Name”. If no match is found, it looks for the default under the “FX” purpose

Banks - FX Delivery Instructions



- FXALL has codes it uses to identify Bank Counter Parties
- Orbit Bank Branch “Short Names” must be mapped to the equivalent FXALL bank counter party code
- On the main menu window, press the “FX” tab
- Press the “FX Trading Portals” button

FX Counter Party - FXALL Setup



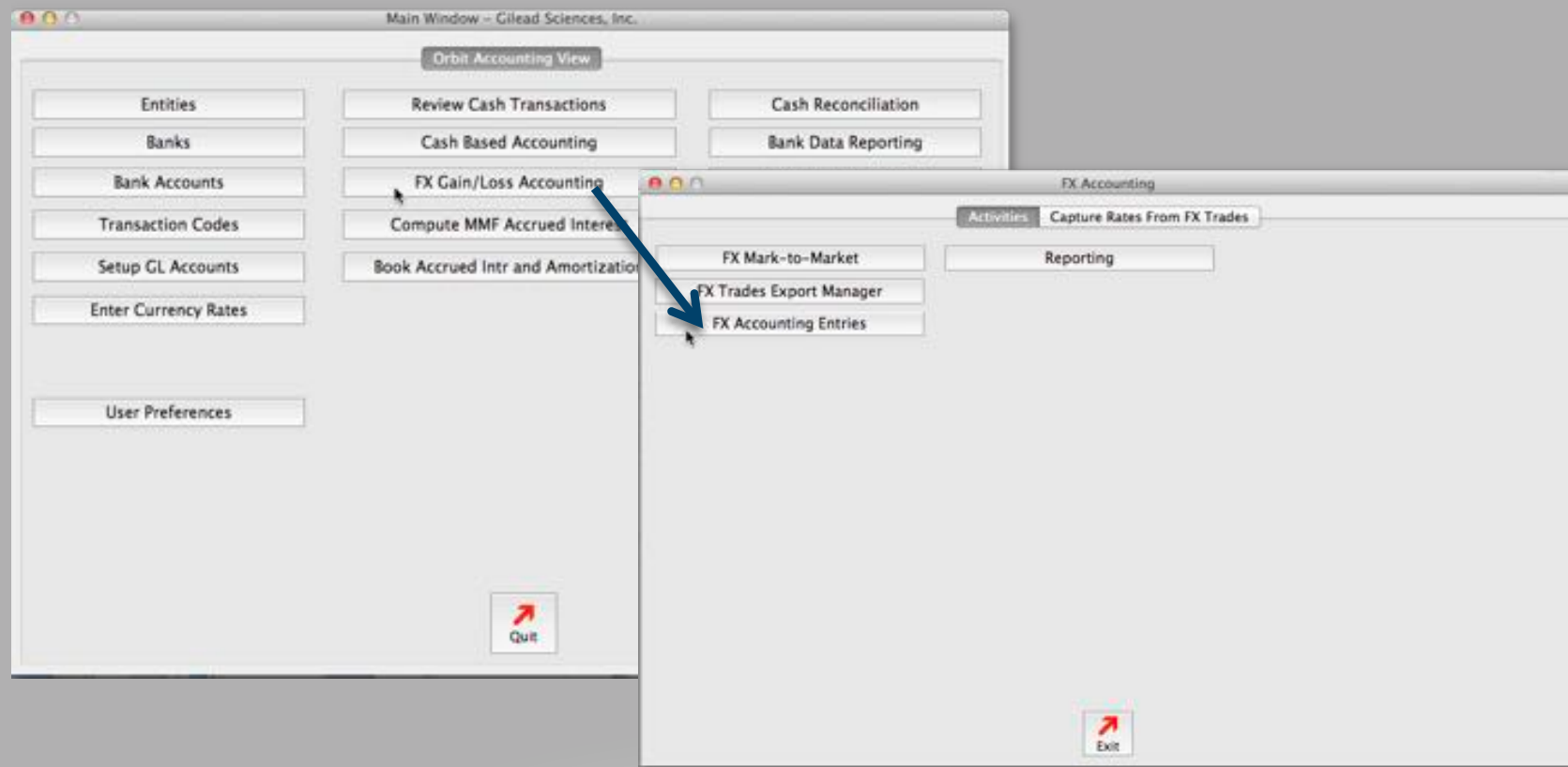
- Click the “Edit FXALL Settings” button

FX Counter Party - FXALL Setup



- The “Portal Setup” window appears
- Click the “Portal Bank Codes” tab
- FXALL Bank Counter Party codes are listed on the left
- Orbit Bank Branch short names are listed on the right
- Enter the FXALL code next to the Orbit Bank Branch short name
- Remember to press the “SAVE” button to save your changes

FX Counter Party - FXALL Setup



- The following updates are required if you use the Orbit_Acctg application for FX Settlement Accounting
- On the Main Menu window for Orbit_Acctg, press the "FX Gain/Loss Accounting" button
- Press the "FX Accounting Entries" button on the next window that appears

Update Settings for FX Settlement Accounting



- You may use tabs in this window to generate Journal Entries for Month-End FX Settlement (tab 1) and to allocate Cappella generated FX gain/losses across product lines (tab 2)
- New bank counter parties will impact "FX Settlement Acctg" as that accounting may be broken out by counter party bank. When we start using a new bank counter party we need to add the bank to the configuration table that drives the Orbit FX Settlement Accounting process
- The configuration table for settlement accounting is located on the "Settlements Setup" (tab 5)

Update Settings for FX Settlement Accounting

FX Journal Entries

FX Settlement Acctg FX Month End Acctg Product Line Allocation HT Accounting Detail **Settlements Setup** HT Acctg Setup Journal Entry Export

DESG	Entity	CUR	GL Account	Type	Description	DR	CR	Entry Cur
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Bank of America - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Bank of America - Seoul	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Bank of Tokyo-Mitsubishi - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Barclays Capital - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Credit Suisse - Zurich	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Deutsche Bank - London	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - HSBC - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - J. Aron And Company - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - J.P. Morgan Chase - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Misys Test Bank - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - Mizuho Bank - New York	+	-	AUD
BS	001	AUD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash - AUD - U.S. Bank National Association - Minne...	+	-	AUD
BS	001	AUD	001.6631.93035.AU010.0000.000.000000.000000	RGL_FX	Realized FX Hedge G/L - AUD	-	+	AUD
BS	001	AUD	001.6631.93040.AU010.0000.000.000000.000000	HEXP_FX	Hedge Expense - AUD	-	+	AUD
NA	001	AUD	001.6631.93035.AU010.0000.000.000000.000000	RGL_CLR_FX	Realized FX Hedge G/L - Clearing - AUD	+	-	AUD
NA	001	AUD	001.6631.93035.AU010.0000.000.000000.000000	RGL_CLR_BASE	Realized FX Hedge G/L - Clearing - USD	+	-	USD
BS	001	AUD	001.0000.11240.00000.0000.000.000000.000000	CASH_BASE	Cash - USD	+	-	USD
BS	001	CAD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash CAD - Bank of America - New York	+	-	CAD
BS	001	CAD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash CAD - Bank of America - Seoul	+	-	CAD
BS	001	CAD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash CAD - Bank of Tokyo-Mitsubishi - New York	+	-	CAD
BS	001	CAD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash CAD - Barclays Capital - New York	+	-	CAD
BS	001	CAD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash CAD - Credit Suisse - Zurich	+	-	CAD
BS	001	CAD	001.0000.11140.00000.0000.000.000000.000000	CASH_FX	Cash CAD - Deutsche Bank - London	+	-	CAD

Realized G/L: 93035 Currency: ALL 1 GL Type Refresh Delete Rule Line Save Rules

Hedge Exp: 93040 Make Settings For: Apply

Add Rules For Currency The Same As: **Add Rule Lines For Banks**

Add ... for each Bank Counter party

- Select the cash type (CASH_FX or CASH_USD) that you want broken out by Bank
- The way you select a cash type, is by clicking on an existing line that already has the desired cash type value in column 4
- When you click the "Add Rule Lines For Banks" button, Orbit will update the rules lines by ensuring that there are lines for all of your current bank counter-parties
- **NOTE - you will need to perform this action separately for each of your currency groups. BE SURE TO SAVE RULES when you are done**

Update Settings for FX Settlement Accounting