
USER MANUAL

Member Process Flow For Early Pay-In

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Early Pay-In Process Flow for Member

- Early pay-in of funds will be done by Clearing members.
- Early pay-in instruction for securities (BDR) will be provided by CM/TM/Client to depository.

A. Early Pay-In of Fund (EPF)

When a trading member/client enters a “Buy” order in the trading system for T+0 settlement, Member is required to give early pay-in of fund (EPF) for buy order T+0 settlement.

- The request once entered by the Clearing Member (CM) will be routed to Bank.
- Member will notify the bank about the transaction.
- The path for executing funds early pay-in instruction from Clearing Member’s Collateral login is given below:

Menu: Transaction → Deposits / Withdrawals → Cash → Cash Deposit

Bank Cash Collateral Entry					
Amount Type*	EARLY PAYIN OF FUND	Segment*	IIBX	Settlement Type	T0
Sett No	2324020	Member Code(F2)*	7043	Member Name	TEST MEMBER 43
Bank Name*	Bank IIBX	Bank Account	987456321		
Coll Type	CASH	Coll Sub Type	CASH BASE CAPITAL	Amount*	
Amount(In Words):					
		Save	Clear		

○ Screen as shown above appears. Enter details as below:

Field	Value
Amount type	Select Early Pay-in of Fund
Segment	Select Segment IIBX
Settlement Type	Select settlement type T0
Sett No	Select settlement number for which early Pay-In is done
Member Code	CM’s Member Code
Member Name	Name of Member (Auto populated when entering Member Code)
Bank Name	Select Bank where transaction is to be done
Bank Account	Select Account number with the selected bank
Coll. Type	Cash
Coll. Sub Type.	CASH Base Capital
Amount	Amount value to be transacted
Amount (in Word)	Amount displayed in word automatically along with entering digits in Amount field

- After entering above details click “Save” button and provide confirmation on popup.
- Once entry is done the transaction will be visible to bank’s login for their approval.
- For Checking early pay-in entry status, Clearing Member can go to below path in Collateral login and click on view button entry will show in Pending:

Menu: Transaction → Deposits / Withdrawals → Cash → Cash Deposit Status

Bank Cash Receipt Status					
From Date	04/05/2023	To Date	04/05/2023	Status	ALL
Amount Type	ALL	Segment	ALL	Sett No	ALL
Member Code(F2)	7043	Member Name	TEST MEMBER 43		
		View	Clear		

- After the bank’s approval, the Early Pay-in will be reflected in members collateral in Early pay-in Menu.

Menu: Transaction → Early PayIn → Report → Early PayIn of Funds Details New

Early PayIn of Funds Details New			
From Date*	04/05/2023	To Date*	04/05/2023
From Sett. No.		To Sett. No.	
Segment	IIBX		
View		Cancel	Export(Excel)

- After entry reflect, Member can upload EPF file in Extranet Application.

➤ **Member EPF file upload in Extranet**

- Clearing members have a provision to allocate the funds early pay-in instruction at a trading member level, trading member-client level and security-wise.
- To allocate funds early pay-in instruction, Clearing Member will need to upload an EPF file giving further details as per **Annexure A**.

The path to upload the EPF file is given below:

- Menu: Uploads
- Select Segment Type “IIBX”
- File Type “EPF”
- Browse and Select EPF File and click “Upload”

Upload Section	
Segment Type	IIBX
File Type	EPF
File Path	Browse...
Upload	

- On successful upload, the early Pay-In data mentioned in EPF file will reflect in Collateral Application EPF Fund Member File Approve/Reject page as given below:

Menu: Early PayIn → Transaction → EPF Fund Member File Approve Reject

Master ▾ Transaction ▾ Reports ▾ Utilities ▾ Administrator ▾ Early Payin ▾ Log Out

EPF Fund Member File Approve Reject

Trans Date* Member Code Status

Sr No	Fin Year	Member Code	TMID	Client Code	Settlement Type	Settlement No	Scrip Code	Amount	File Name	Batch No	App	Rej	Remarks	Checker Na
1	2324	7041	7041	7041NIDCQJNM1000001	T0	2324013	1200001	600000000	F704101399.EPF	99	<input type="checkbox"/>	<input type="checkbox"/>	Approved	DEV1
2	2324	7041	7041	7041NIDCQJNM1000001	T0	2324013	1200001	600000000	F7041232401389.EPF	89	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Approved	
3	2324	7041	7041	7041NIDCQJNM1000001	T0	2324013	1200001	600000000	F7041232401388.EPF	88	<input type="checkbox"/>	<input type="checkbox"/>	Approved	DEV1

- Check Detail of EPF and click approve/reject checkbox and click save.
- After save go to Early PayIn of Funds Details page to check status of processing of fund allocation.
- After processing the early Pay-In data mentioned in EPF file will reflect in RTRMS module.

With this the Early Pay-In of Funds process gets completed at Trading member / client level.

B. Early Pay-In of Securities (BDR)

When a trading member/client enters a “Sell” order in the trading system for T+0 settlement, Member is required to give early pay-in instruction quantity in the members/client’s account.

The process to give securities early pay-in instruction is given below:

- When member has “Sell” trades placed in T+0, CM/TM/Client is required to process early pay-in of securities (BDR), wherein they’ll instruct to the depository for Pay-in, in turn depository will provide Security Pay-in file containing the details of early Pay-In of securities (BDR) to CC.
- Security Pay-in file will be uploaded by CC.
- After pay-in file upload it will reflect in Member RTRMS module.

Annexure A

A. Early Pay-In of funds file format

File Name	FCCCCSSSSSSNN.EPF (pipe separated)
F	Early Pay-In file identification
CCCC	Clearing Member code
SSSSSS	Settlement number.
NN	Incremental Batch Number starting with 01 for each settlement no.

Sr No.	Field Name	Data Type	Description
1	Member Code	Numeric (4)	TM/SCC Code
2	Financial Year	Numeric (4)	Settlement Financial Year i.e., for 2022-2023 it will be presented as 2223
3	Settlement Number	Numeric (4)	0 followed by Last three characters of the settlement number. i.e., Settlement number is 2223001 it will be presented as 0001
4	Security Code	Long (7)	Scrip Code for which the early pay-in of funds. E.g., if security code for gold 995 is 1200001 then use 1200001 for early pay-in allocation.
5	Client ID	Char (25)	Client UCC ID
6	Amount	Numeric (14)	Amount should be in cents