

CITRA USAGE GUIDEBOOK



**INDONESIA
CLEARING
HOUSE**

FOR BROKER

Introduction

CITRA (Clearing Info of Trade), is an information application in which clients could track their transactions that is being cleared through Indonesia Clearing House. Our vision is to ensure that every single trade that is being cleared by us (ICH) is transparent and accurate.

Purposes

Launched of CITRA intended as follows:

- To provide Broker in obtaining list of registered transactions at the Clearing House on the previous day. This is part of improvement towards transparency in the futures trading industry.
- To provide incentives so that the Brokers, Traders and customers can ensure the accuracy and verification of their transactions being reported
- Diminishing of Customer Complaints frequency by improving Customer and Broker understanding.

Application Platform

Citra accessible for 24 hours through PC, Laptop, Tablet, or smartphone.

System Reliability

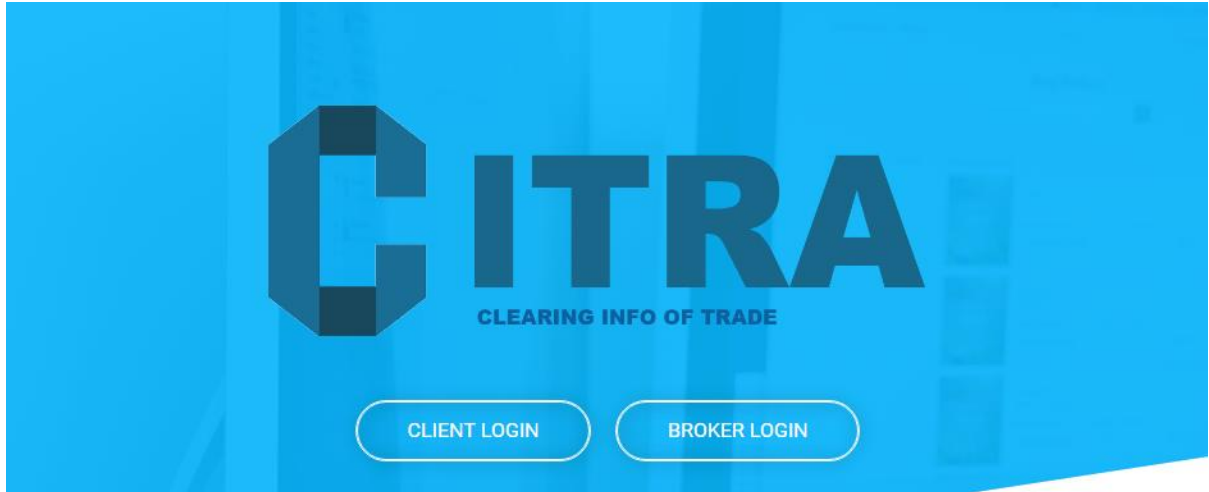
Data presentation and retraction by CITRA takes seconds with registered transaction a day to last 90 days before

CITRA Accessible

CITRA could be accessed through <http://citra.ich.co.id>

Broker User Guide

1. After User accessed Citra, choose Broker's Login button



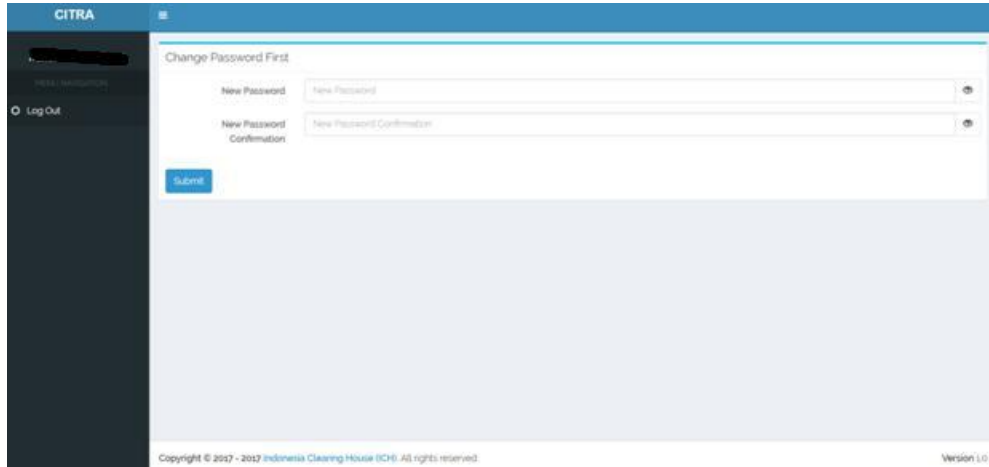
Else access using the following URL <http://citra.ich.co.id:50001/broker/login>

2. To start using CITRA,
 - a. Enter Username and password
 - b. In the case Broker forgot their password, Thus, Broker could request new password to PIC (Administrator) to reset their password

The image shows a screenshot of the 'Broker Login' page. The page has a light blue background. At the top left, it says 'CITRA (CLEARING INFO OF TRADE)' and at the top right, it says 'Login'. The main content is a white box with the title 'Broker Login'. Inside this box, there are two input fields: 'Username' and 'Password'. Below these fields is a checkbox labeled 'Remember Me'. At the bottom of the box is a blue button labeled 'Login'.

Broker login page

- CITRA application system will enforce User to change their first login password. This is to avoid User's login CITRA used by unauthorized person.



Page in which Broker must change their password when they logged in for the first time.

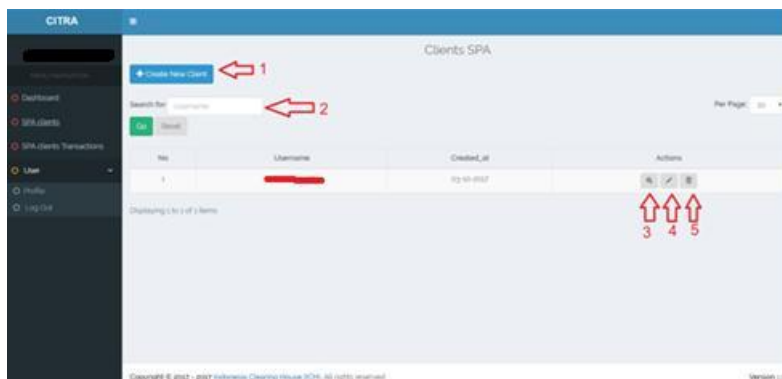
- Upon successfully accessed CITRA application, Front Page/welcoming page appear with some features that can be use by Broker as follows:
 - Dashboard
 - SPA Clients
 - SPA Clients Transactions
 - User



Main Front Page/Dashboard

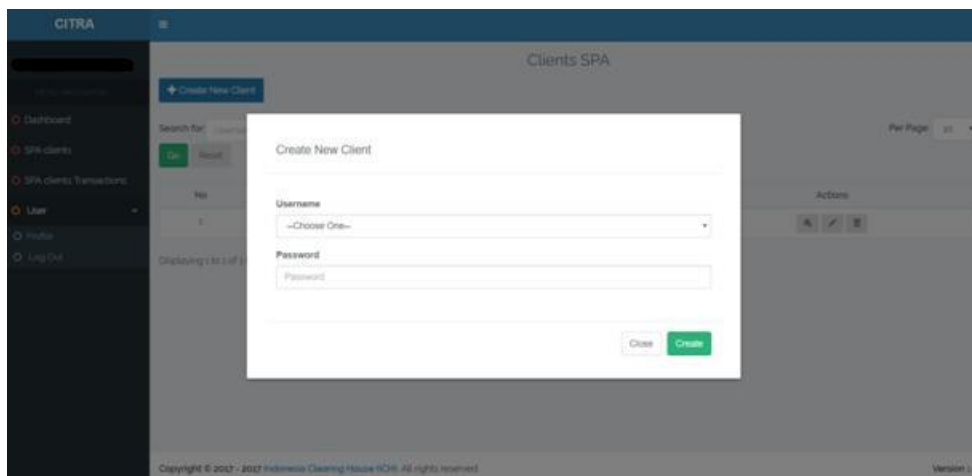
- SPA Client's page

In this page, Broker could make registration/add customer account on CITRA application, Search customer data, details of customer, edit or delete customer login access into CITRA application



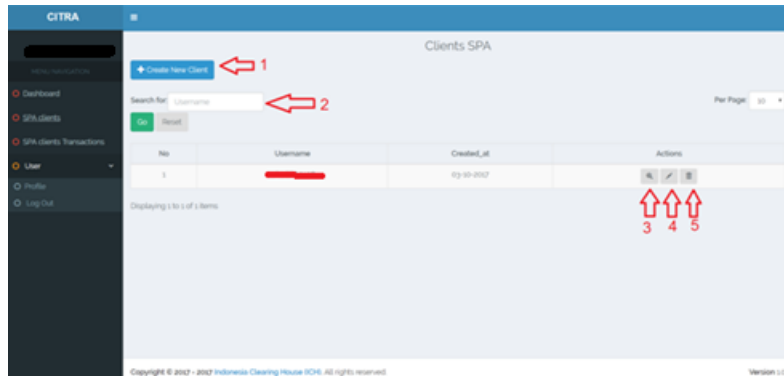
SPA Client's page

- a. Adding a Client's Account
 1. Click Add Account
 2. Choose Account Data
 3. Enter Password



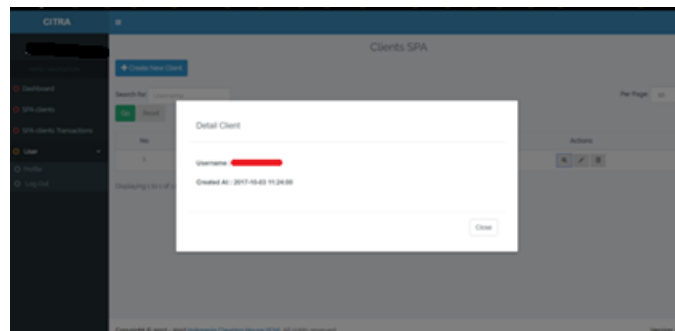
b. Client Data Search Column

Insert Customer's Name on "Search" field as shown in number 2, follow with click "Go" button to get the result



c. Customer Information Detail

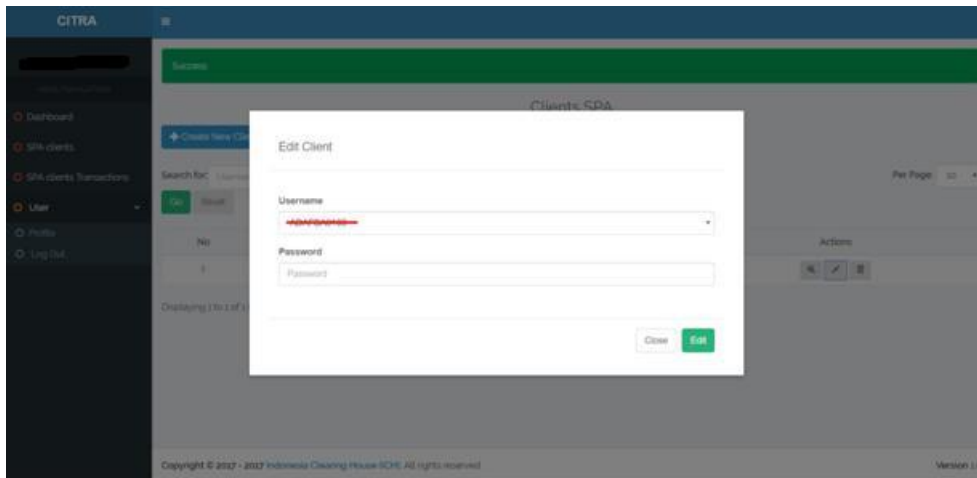
On Customer Name, Click as shown in number 3 to get the Customer's Information Details.



d. Edit Client

On Customer Name, Click as shown in number 4 to edit the Customer's data

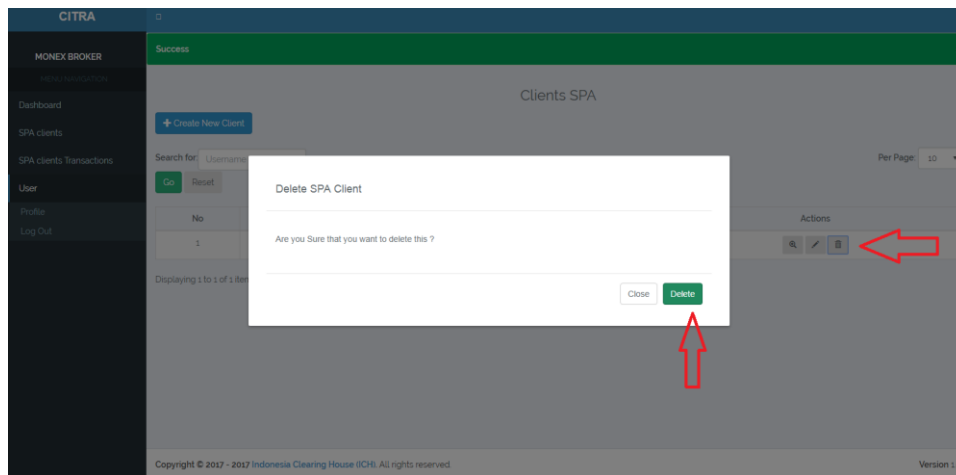
1. Choose Client Details (If Client details were to be changed)
2. Enter Password (If Client's password were to be changed)



1

e. Delete Client Button

On Customer Name, Click as shown in number 5 to delete the Customer's data on CITRA application



- Page Menu SPA Customer transaction

Broker could check registered transaction up to last 90 days, or based on the Customer name or type of product.

SPA Transactions

Date From: DD/MM/YYYY Date To: DD/MM/YYYY Per Page: 10

Search for: COMMODITY NAME Search By Client Code: --Choose One--

No	ACCOUNT	COMMODITY NAME	TRADE DATE	TRADE TIME	LDI	PRICE	BUY/SELL
1	██████████	XAUUSD	31/08/2017	09:05:48	01	1,366.94	BUY
2	██████████	XAUUSD	31/08/2017	09:43:02	01	1,360.82	SELL
3	██████████	AUOUSD	31/08/2017	09:45:34	02	0.79	BUY
4	██████████	AUOUSD	31/08/2017	09:46:08	02	0.79	SELL
5	██████████	EURUSD	31/08/2017	09:27:44	01	1.12	SELL
6	██████████	EURUSD	31/08/2017	07:55:15	01	1.13	BUY
7	██████████	USOCHF	31/08/2017	08:33:48	01	0.95	SELL
8	██████████	USOCHF	31/08/2017	07:34:35	01	0.95	BUY
9	██████████	USOCHF	31/08/2017	08:34:28	01	0.95	BUY
10	██████████	USOCHF	31/08/2017	09:47:12	01	0.95	SELL

Displaying 1 to 10 of 36912 items

- User Page Menu

Broker Could change their password at any time on this page, or to Log out from the CITRA application on this page.

Profile

Profile

Username

Name

Password

New Password

New Password Confirmation

Submit

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Thank You to Use CITRA Application System



Indonesia Clearing House (ICH) operates clearing with internationally recognized standards for risk management, margin and settlement. ICH responsible for clearing and settlement of registered transactions on ICDX