Corporate Actions Monitor

How to get started

VITEC

Contents

1. Introduction

Corporate Actions Monitor (CAM) is an extension of the existing Corporate Actions-module in PORTMAN, the function consists of a browser window, which gives an overview over the imported Corporate Action (CA). The aim is to give an overview over the CA's, with relevant information, to be handled. Furthermore, the function should support the process/administrative procedure in connection with handling CA's in PORTMAN.

Information about announced CA's is delivered from one or more data suppliers and should be loaded via XML-import. In the CAM user interface or via database view it is afterward possible to see/ extract the imported CA. When handling a CA in PORTMAN you can change the state in the CAM user interface and register comments for the relevant CA.

There is pt. no integration or connection between the existing Corporate Action-module and CAM. The actual registration of CA transactions must therefore continue to be done via the existing Corporate Actions functionality. It is likely that Vitec later will enhance the CAM, so that CA transactions can be generated directly from the CAM user interface etc.

2. User interface

Access to CAM is via

New GUI -> Instrument -> Corporate Action Monitor

Below you see an example where a number of (fictitious) CA's are imported (and some subsequently changed).
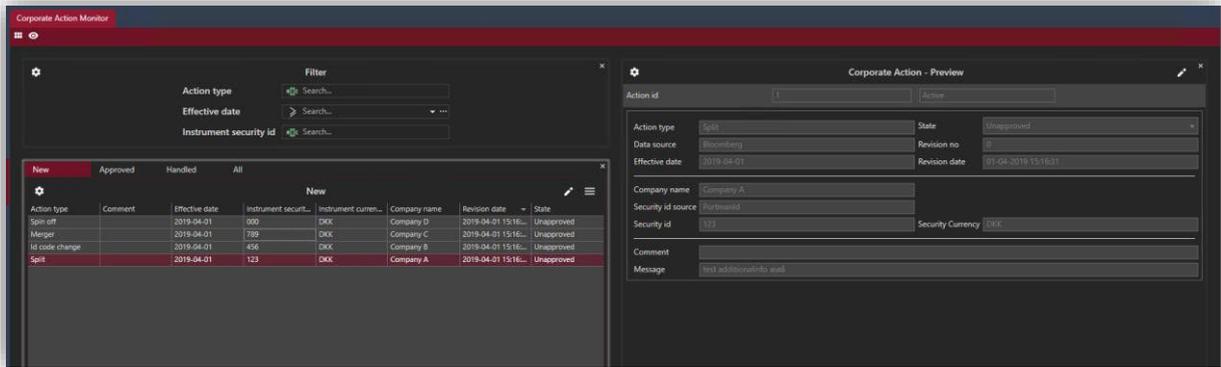
The CAM user interface in this GUI is introduced with new functionalities.
The Content consists of a filter function, a Monitor and a Preview. As default, the Group Card Monitor starts in the tab "New", where all unhandled CA's are showed.
It is possible to choose what you want to see in the content, by selecting and deselecting:

2.1. Functions

2.1.1. Tabs in the Group Card: Monitor

There is four tabs in the group card Monitor: New, Approved, Handled and All. The state of the CA decide in which tab you can find the CA.

Tab	Description
New	The tab consists of imported CA's with the state: Unapproved
Approved	The tab consists of CA's with the state: Approved
Handled	The tab consists of CA's with the state: Handled
All	The tab consist of all CA's independent of the state

2.1.2. Columns/fields

The contents of CAM can be found in the portman.instrument_cam_corporateaction table and can be extracted via the corresponding database view portman.v_instrument_cam_corporateaction.

Not all columns is chosen as default, but all columns can be found in the Column Chooser. Below is an overview of column names in the user interface and associated field names in the database view:

Column name (Field name in database)	Description
Action type (ActionType)	Name on the CA, e.g. DVD_Cash pr ACQUIS
Comment (Comment)	Comment field for intern notes to CA
Effective date (EffectiveDate)	Date for the CA
Instrument security ID (Instrument_SecurityId)	ID code for the security. ISIN code of Instrument ID Source =ISING
Instrument currency Code (Instrument_ CurrencyCode)	Currency code
Company name (CompanyName)	Name on the company that makes a CA
Revision date (RevisionDate)	Auto-generated date/time for import or manual changes
State (State)	Shows in which state the current CA is located.
Seq No Internal	Is not showed as default
Revision (Revision)	If revision is 0 the CA is new. Afterwards the numerical value

	ascends continuously when importing updates.
Is Cancelled (IsCancelled)	Checkbox is selected if the delivered CA is deleted
Instrument id source (Instrument_Idsource)	??
Data source (DataSource)	Part of the key on the CA Not displayed as default
Additional info (AdditionalInfo)	Various information depending on CA type Appears only in CAM Details
Action ID (ActionId)	Part of the key on the CA

2.2. Administrative procedure in Corporate Action – Preview

When importing a CA to CAM the state will automatically be "Unapproved"

As mentioned in the introduction, the user surface gives the opportunity to change the state and apply any comments (in the Comment field) for each CA. This is done via a right mouse click on CA ≡ Edit details.

In the GUI the Corporate Action – Previewer is automatically showed on the right hand side of the screen. From here you can press on ✎, where you can change the state and add a comment.
Furthermore, it is possible to press on ⚙ ≡ Edit mode. See screenshot below:
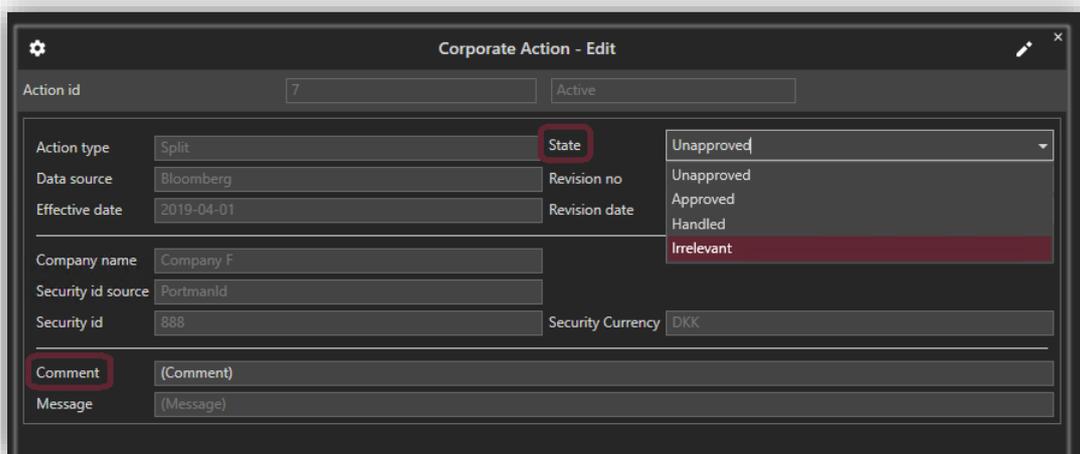
When you want to approve a given CA, you can change its state to "Approved" and add a comment (e.g. "Approved by XX").

Once you (or another PORTMAN user) have formed the appropriate CA transactions in PORTMAN, you (or another PORTMAN user) can again change the state of the given CA to "Handled".

All sorts/filtering/groupings/searches in the CAM can be stored both when closing the CAM and PORTMAN. The fact that different views can be saved makes it easy if different users have to handle different parts of the processes connected to handling CA in PORTMAN. A user (responsible for approving imported CA's) can set up a view showing only new unapproved CA's, while another user (responsible for subsequent CA transaction registrations) may want a different view, which only shows approved CA's.

2.3. Revision

Created/changed/deleted CA's in the CAM is logged in CA Monitor Eventlog. You can access the Eventlog via a right mouse click on the CA ≣ Show event log. See screenshot below:
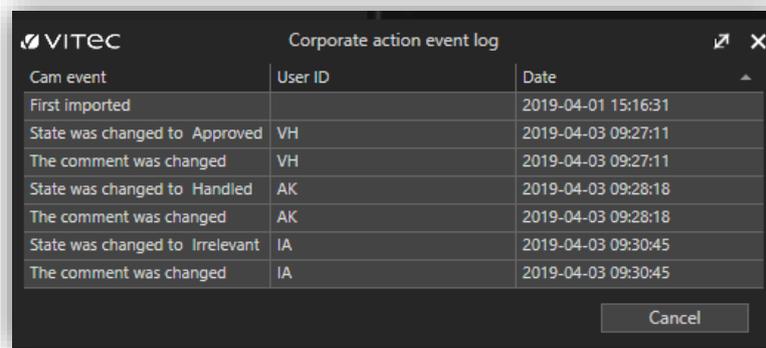
Logs are in the table **portman.instrument_cam_eventlog** and can be extracted via the associated database view **portman.v_instrument_cam_eventlog**

3. XML import

Content to the table **portman.instrument_cam_corporateaction** must be updated by XML-import.

As mentioned in the section regarding columns/fields in the user interface, the key in the table consists of the fields **DataSource** and **ActionId**.

List of fields that can be imported:

	Mandatory	Can be blank	Format
datasource	Yes	No	1-20 characters
actionid	Yes	No	1-50 characters

cancel	No	No	Options: - Yes - No
revision	No	No	Whole positive number (from 0 and onwards)
actiontype	No	Yes	0-30 characters
companyname	No	Yes	0-80 characters
effectivedate	No	Yes	YYYY-MM-DD
idsource	No	No	Options: - Isin - Sedol - Cusip - Reuter - Bloomberg - PortmanId - ExternalId1 - ExternalId2 - Unknown
securityid	No	Yes	0-20 characters
currencycode	No	Yes	3 capital letters (must be registered in PM)
additionalinfo	No	Yes	No standard (requirements)

Revision, New CA

The first time a CA is imported to PORTMAN the field Revision is set to 0. In the import file you can either indicate 0 as the value to be imported or not indicate a value. In both cases the value will be set to 0. If the value is larger than 0, the import will be rejected.

Revision, Update of CA

When a CA update is imported, the field Revision multiplies 1 to the existing value, if no value is indicated in the import. If a value – larger that the existing value – is indicated in the import, that value will be set in the field Revision (even if that value is significant higher). If a value is indicated in the import that equals or is lower than the existing value, the import will be rejected.

Generally about re-importing CA

If fields in the new import have been omitted, existing data in the fields concerned must be retained. However, if the fields are included in the new import, but are blank, existing data in the fields concerned will be "overwritten" with blank. State and Comment will not be affected by re-import.

Cancel by CA

When a CA is imported with Yes in the Cancel field, it is essential that the key in the import file has been imported into PORTMAN earlier, otherwise it will be rejected in the import.

Additional info/Message field

The content of the field is a textbox with various information, which depends on the CA type. The text is only presented via Preview, the information does not appear from Monitor.

Importing data into CAM can be done via batch import or as online import.

3.1. Batch import

If you want to import a CA via batch, you can use the following batch setup:

You put the import file to the folder: ...\ALOC\PORTMAN\PM\import\batch and the import occurs when the batch point is activated.
See the online help for an xml file example.

3.2. Online import

If you want to import CA via online import, place the import file in the folder ...\ALOC\PORTMAN\PM\import\online together with a dummy file with the same name, but with the extension .sem. The import takes place as soon as both files are in the folder.