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EURONEXT RISKGUARD USER INTERFACE

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PREFACE

PURPOSE

Euronext RiskGuard is a pre-trade risk management service providing Risk Managers at Clearing or Trading Member firms of Euronext the ability to monitor their clients' or firm's risk exposure. This document describes how to set and amend the different pre trade risk controls available through the Euronext RiskGuard web-based User Interface (UI).

TARGET AUDIENCE

This document should be read by Risk Managers at General Clearing Members (GCMs) who use the Euronext RiskGuard service through its web-based User Interface.

This document must be read in conjunction with the documents below. General information about the service can be found under the Trading Services section of the Euronext website here: RiskGuard.

ASSOCIATED DOCUMENTS

The following lists the associated documents, which either should be read in conjunction with this document or which provide other relevant information for the user:

- Risk Management Services Agreement
- Statement of Authority - Member in Respect of its Business Executed
- Statement of Authority - Trading Member & Clearing Member
- RiskGuard User Access Guide

CONTACTS

For further information about this document or RiskGuard service, please contact:

- Your Euronext Relationship Manager or ClientSupport@euronext.com

- For access to the service, the Euronext Membership team at EuronextMembership@euronext.com and Customer Access Services team at cas@euronext.com

- For any queries related to the service in production, the Operational Client Servives (OCS) team
  Available 06:30-22:30 CET
  Telephone:

France: +33 1 8514 8585
The Netherlands: +31 20 721 9585
UK: +44 20 7660 8585
Belgium: +32 2 620 0585
Portugal: +351 2 1060 8585

Derivatives desk email:
 clientsupport@euronext.com

WHAT'S NEW?

VERSION NO.	DATE	AUTHOR	CHANGE DESCRIPTION
1.2	26 May 2016		Initial version
1.3	19 September 2016		. Addition of new features: - Order Size Limit - Export - Password reset at first login . Changes in screen layout
2.0	25 October 2016		. Dedicated version of the User Guide for RiskGuard participants acting as Clearers . Addition of new feature: - Contract Restriction (Block)
3.0	18 December 2018		. Addition of new control: - Maximum Exposure Position controls . Addition of additional features: - Email alerts . Enhancements to the 'Block' control to allow multiple block commands simultaneously
4.0	14 May 2019		. Additional information on Digicert client certificate
5.0	March 28, 2022		Review of the entire document following the availability of the new Riskguard User Interface.

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1. ACCESS TO EURONEXT RISKGUARD USER INTERFACE

1.1 GENERAL PROCEDURE

In order to access the Euronext RiskGuard service:

- **Step 1**. Any Euronext RiskGuard Participant must sign a **'Risk Management Services Agreement'** with Euronext.

- **Step 2**. Clearing Members and Euronext Trading Members are also required to sign a **'Statement of Authority'** allowing the Risk Managers to access and use the Risk Management Services.
    - Euronext Trading Members) who wish to make use of Euronext RiskGuard to self-monitor the risk of **their firm must sign the 'Statement of Authority to be signed by a Member in respect of its business executed on the Euronext markets'**
    - Clearing Member (GCM) wishes to make use of Euronext RiskGuard in respect of a Member for which it provides clearing services, the Clearing Member and the Member are required to sign together a **'Statement of Authority to be signed by a Trading Member and its relevant Clearing Member on the Euronext Markets'**

These duly signed documents must be returned to EuronextMembership@euronext.com.

Access to the service will only be granted after the signature of these documents.

Members willing to access the RiskGuard service through dedicated Logical Accesses, should order those via their MCA (Member Connectivity Administrator) from the Membership Customer Portal.

Members wiling to access the service through the User Interface should follow the procedure listed in the **RiskGuard User Access Guide**.

1.2 SUPPORTED BROWSERS

The Euronext RiskGuard User Interface is compatible with the following browsers:
- **Google Chrome** - Only supported browser

Euronext does not currently support the use of Internet Explorer as a browser for RiskGuard User Interface (*limited compatibility with Java 5).*

1.3 CONFIGURATION

To connect to Euronext RiskGuard User Interface in the EUA and Production environments, please use the following link:

https://connect2.euronext.com/

1.4 DISPLAY AND ACCESS ISSUES

- If any display issue, please clear your web browser cache on the on the relevant webpage (by pressing simultaneously *Ctrl+Shift+Delete*)

- If any access issue, this may be due to some info-security/network policies. Please make sure the dedicated website is white-listed and the relevant web-socket allows the expected access.

1.5 LOGGING IN

To log in to the Euronext RiskGuard application, do the following:

1. Start your web browser

2. Enter https://connect2.euronext.com/

3. The Euronext Connect2Login box is displayed:

4. Click the RiskGuard widget related to the platform (EUA or production):

Type your Risk Manager username and password and click on the Login button.

User's password must be a minimum of eight (8) characters and contain a combination of all of the five character types listed below:

- At least 1 upper case character – A-Z
- At least 1 lower case character – a-z
- At least 1 westernised Arabic numeral – 0-9
- At least 1 special (non-alphanumeric) character - !"£$%^&*() etc.
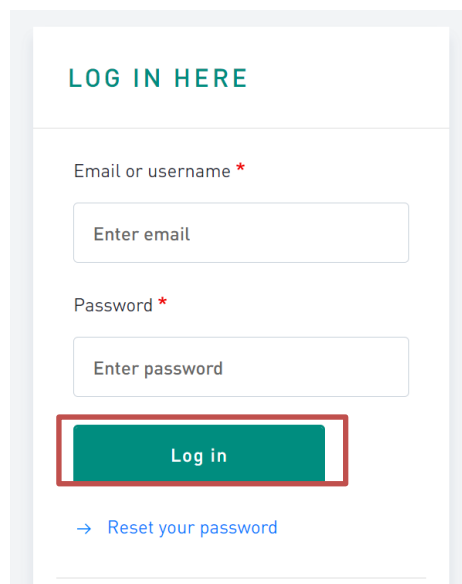- The password must not contain the user's username.

5. If the connection is successful, you are logged on to the RiskGuard home page, called the **Risk Controls Dashboard**.

1.6   LOGGING OUT

To log out from the RiskGuard User Interface, click Log Out ( ) at the top right of the title bar, or simply close your browser.

1.7   CHANGING YOUR PASSWORD

To change your password, to change your password: click on the "**Reset you password**" link.
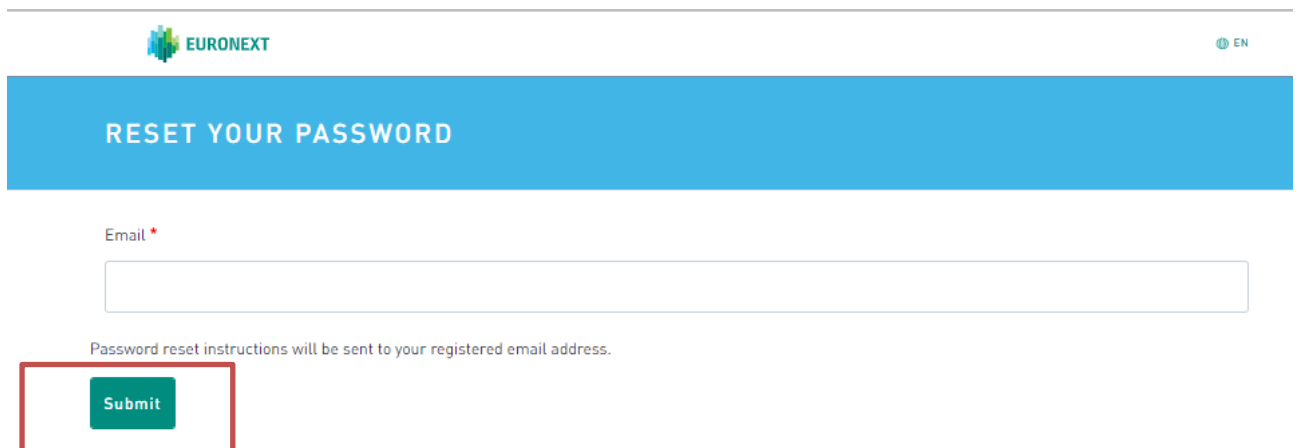
LOG IN HERE

Email or username *

Enter email

Password *

Enter password

Log in

→ Reset your password

You will be directed to a new screen. Enter your Risk Manager ID (email address) and click on "Submit".

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RESET YOUR PASSWORD

Email *

Password reset instructions will be sent to your registered email address.

Submit

You will receive an email inviting you to click on a link and you will be directed to the password change form.

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2.   GENERAL NAVIGATION RULES

2.1   UNDERSTANDING PAGES AND TABS

The '**Risk Controls Dashboard**' is the home page of the User Interface providing the Risk Manager:

- An overview of pre-trade risk controls set for all the Risk Member's risk-monitored entities,
- A 'Suspend / 'Unsuspend' status of all of the risk-monitored entities,
- The ability to 'Suspend' / 'Unsuspend' a risk-monitored entity,

In general, pages in the Euronext RiskGuard User Interface (UI) are laid out in a tabbed interface, and contain the following components:

■   The RiskGuard Title Bar. The title bar displays the Euronext Logo, le log out button, the Risk Member FirmID.

■   It also includes dedicated tabs for:

–   Risk Alerts

–   Email management

–   Reference data

–   Short codes management (only for NCM)
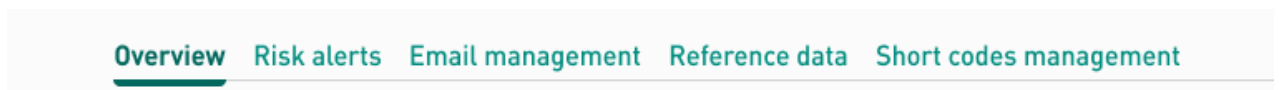
All these main tabs are described in the following chapters.

When navigating through the different panes, Risk Managers can go back to the Risk Controls Dashboard on the Euronext logo in the title bar:

Depending on the type of account, the following screen will be displayed:

For a RiskGuard Clearer (Global Clearing Member):

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For Risk Managers at RiskGuard Clearers, the overview screen displayed above:

- Provides the list and the status of all the NCMs their firm risk monitors

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- Gives the possibility to send a Suspend or an Unsuspend action at Member Code i.e. Firm ID level. One can suspend a specific risk monitored member if risk is deemed high enough to justify this action.

<u>For a RiskGuard Member (Non Clearing Member):</u>

Risk Managers at RiskGuard Members can view the status of their firm at Firm ID level. In addition, two additional levels are available:

- Short Codes i.e. ExecutionWithinFirmShortCode and ClientIdentificationShortCode
- Logical Accesses (LAs)

For commands like the Suspend and Unsuspend, Risk Managers can act upon Short Codes as well as Logical Access.

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2.2 FILTERING AND SORTING

Most of the panes of the Euronext RiskGuard User Interface offer a search box. The search box is accompanied by a drop-down list to present the users search suggestions. To help the user can define the filter thanks to an autocomplete, search suggestions.
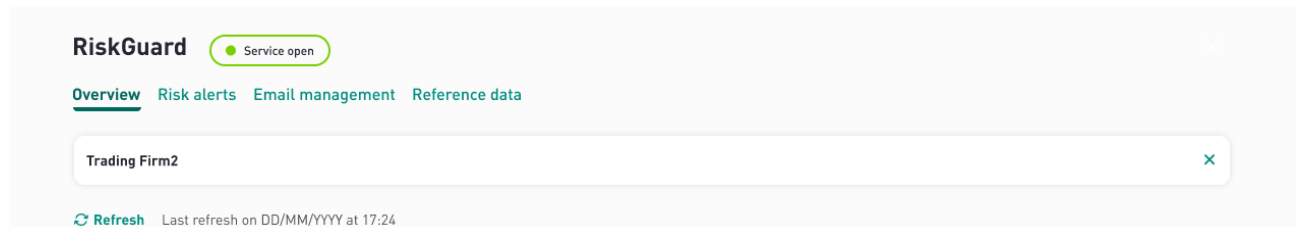

- ■ **Filtering members**: it is possible from the Risk Controls Dashboard to restrict the view to a specific member. From the Risk Controls Dashboard using the search box on top of the table.
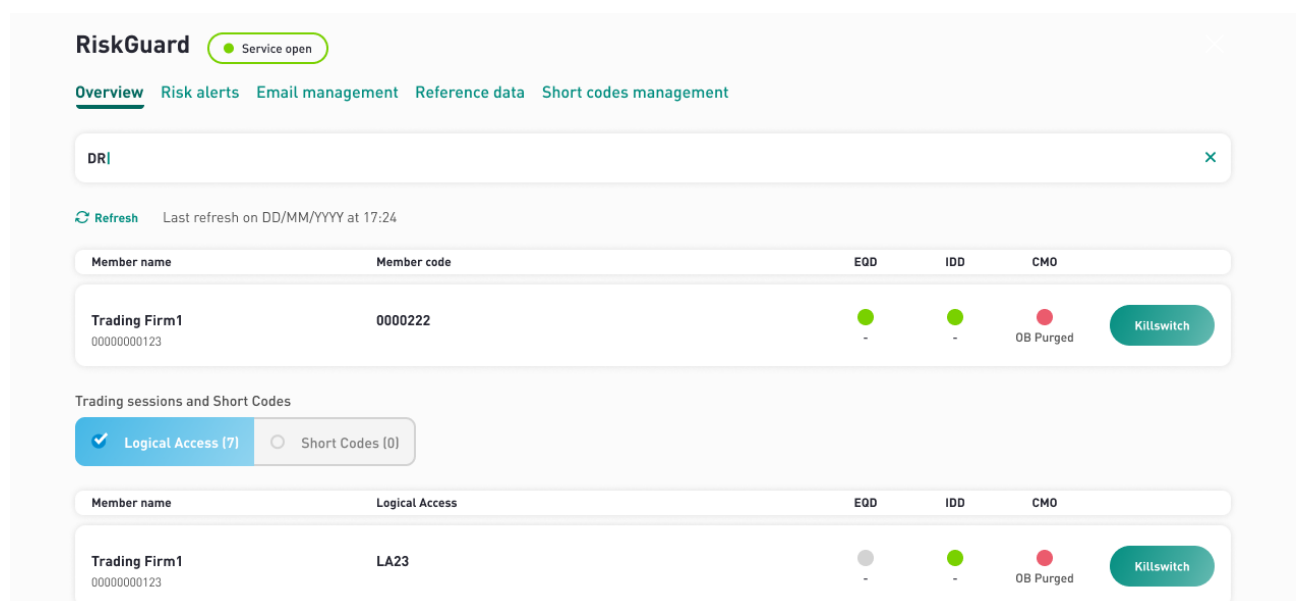
- − select the entity, i.e. Member or Name
- − Type the first characters of the searched entity or person and press enter. Only entities containing the characters will be displayed in the Risk Controls Dashboard
- − to clear the selection, clear the text in the filtering box and press enter

2.3 REFRESHING DATA

While risk alerts as well as risk control updates are displayed in real-time, the Euronext RiskGuard User Interface provides a 'Refresh' button:

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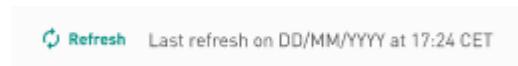
The 'Refresh' button allows the Risk Manager to update information in a pane manually. The mention of the last refresh appears near the button.

2.4 EXPORTING DATA

An 'Export' button is available from most of the panes of the RiskGuard User Interface.

For RiskGuard Members is provided the option to export the data contained in the current pane to a csv file. They have the possibility to export the data from the "email management" feature and from the "short code list" tab.
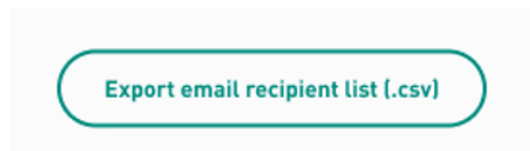

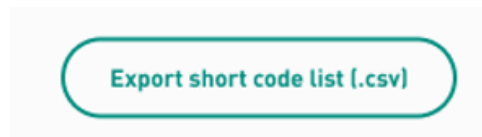**Figure 1 For NCM: email management exporting data button**

Figure 2 For NCM: short code list exporting data button

RiskGuard Clearer (GCM) have the option to export the data contained in the email management screen.
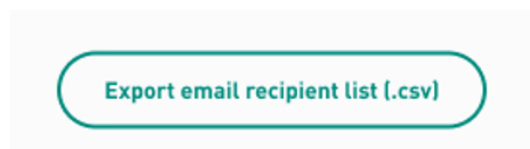

Figure 3 For GCM: email management exporting data button

- To export data:
  - select the data you want to export in the pane using the filtering options provided in the pane
  - click on the 'Export' button
  - all information displayed in the pane (i.e. all columns and all rows) is exported and included into the csv file

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3.   THE RISK CONTROLS DASHBOARD

The Risk Controls Dashboard is the home page when logging in to the Euronext RiskGuard User Interface.
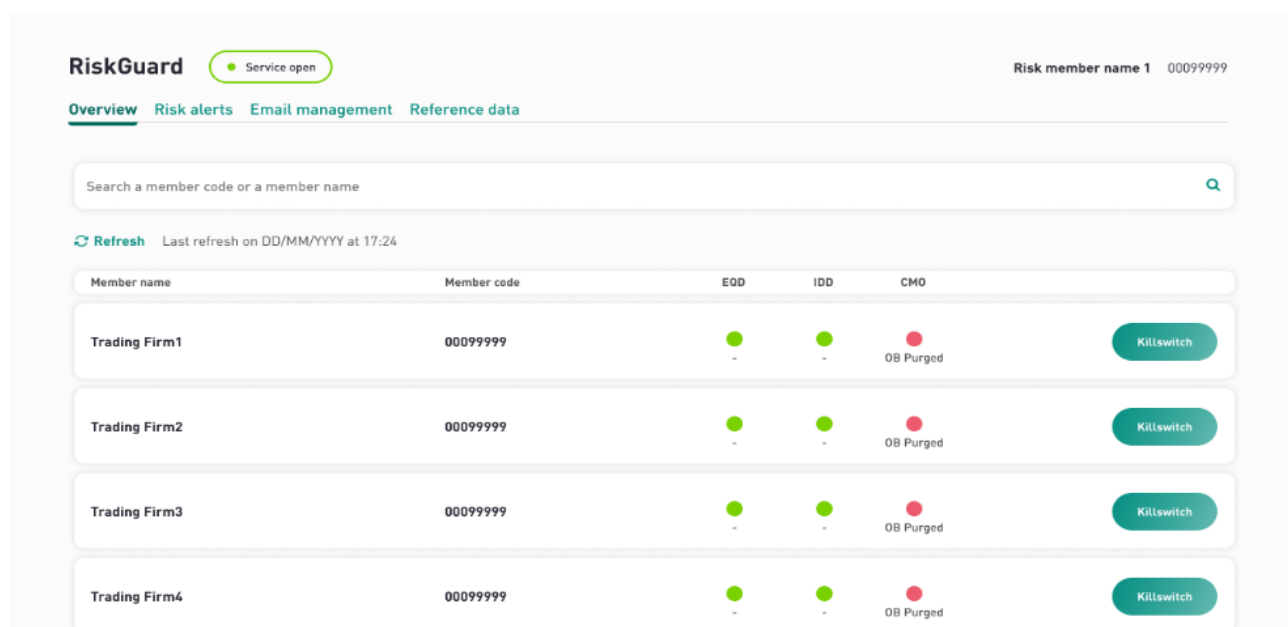

Figure 4. Example of a Risk Controls Dashboard page for a RiskGuard Clearer (GCM)

The following information is displayed in the Risk Controls Dashboard to RiskGuard Clearers:

COLUMN	DESCRIPTION	POSSIBLE VALUES
Member Name	Contains the Name of the risk-monitored entity	
Member Code	Contains the Member Code of the risk-monitored member	▪ 8 digits for the Member Code
EOD	Indicates the Suspend / Unsuspend status of the risk monitored entity on the Equity Derivatives segment	▪ Red – Suspended (disabled) ▪ Orange – Partially Suspended ▪ Green – Unsuspended (active) ▪ Grey – The member has no trading rights in this segment
IDD	Indicates the Suspend / Unsuspend status of the risk monitored entity on the Index Derivatives segment	▪ Red – Suspended (disabled) ▪ Orange – Partially Suspended ▪ Green – Unsuspended (active) ▪ Grey – The member has no trading rights in this segment
CMO	Indicates the Suspend / Unsuspend status of the risk monitored entity on the Commodity Derivatives segment	▪ Red – Suspended (disabled) ▪ Orange – Partially Suspended ▪ Green – Unsuspended (active) ▪ Grey – The member has no trading rights in this segment
Kill Switch	Clicking on the Kill Switch button on the right of the risk monitor entity allows the	

| COLUMN	DESCRIPTION	POSSIBLE VALUES
	Risk Manager to trigger the Suspend command	

3.1   THE RISK CONTROLS DASHBOARD PROFILE

A Risk Member can act either as a RiskGuard Clearer, to risk monitor the NCMs he is providing clearing services, a RiskGuard Clearer to risk monitor its own and clients' activities, or both.

The content of the Risk Controls Dashboard therefore depends on the profile of the Risk Manager.

A Risk Member having a Clearer and Member profile will always connect per default as a Clearer. However, from the dashboard, Risk Managers have the possibility to switch from one profile to another without exiting the application.

To do this, click on the 'Member' button.
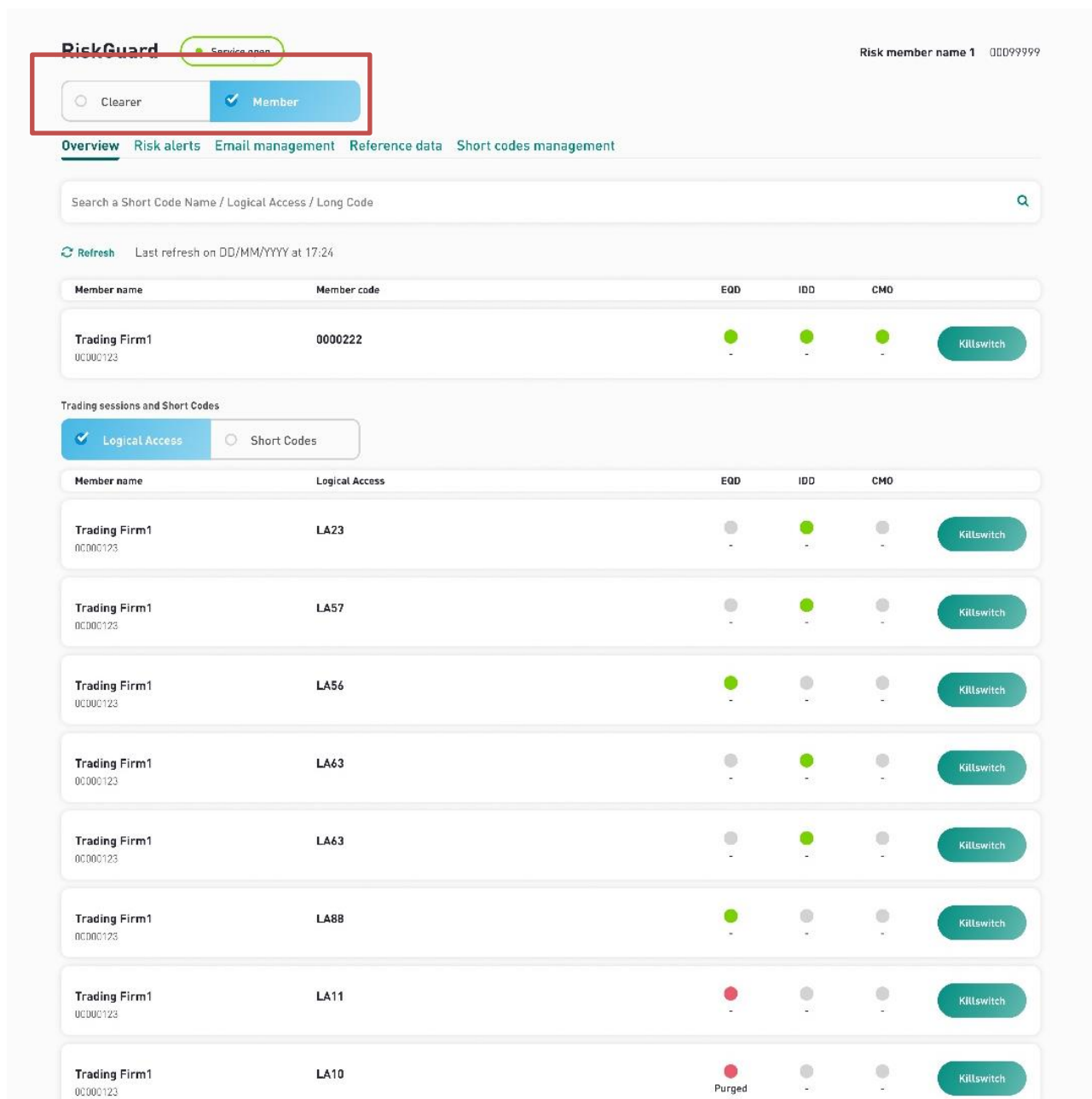
When switching to the Member Profile, Risk Managers will see additional levels on the Risk Controls Dashboard, i.e. the list of Logical Accesses as well as the list of short codes created in the context of RiskGuard.

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4.   THE SUSPEND / UNSUSPEND COMMANDS ('KILL SWITCH')

Please note that the Suspend and Unsuspend commands can only be performed by Risk Managers that have been granted the authorization, i.e. that have been given the right profile by their MCA (Member Connect Administrator).

4.1   SUSPEND ('KILL SWITCH') A RISK-MONITORED MEMBER

■   To suspend the entire trading activity of a risk monitored member **for its member code**, do the following:

1.   In the Risk Controls Dashboard, click on the **Killswitch** button available at the Member Code level.

2.   The following confirmation and validation dialog box appears:

The "Cancel" button allows you to close the dialog box and return to the screen previously consulted. The next button is greyed out.

The status provided for each Optiq segment on the top of the box indicates the Suspend status of the risk monitored member before the Suspend command is triggered. *As the Suspend is managed at Optiq segment level, it might be possible as per the screen below that the risk monitored entity was previously suspended in a segment (in this case, in the Commodities segment).*

                                            5.3
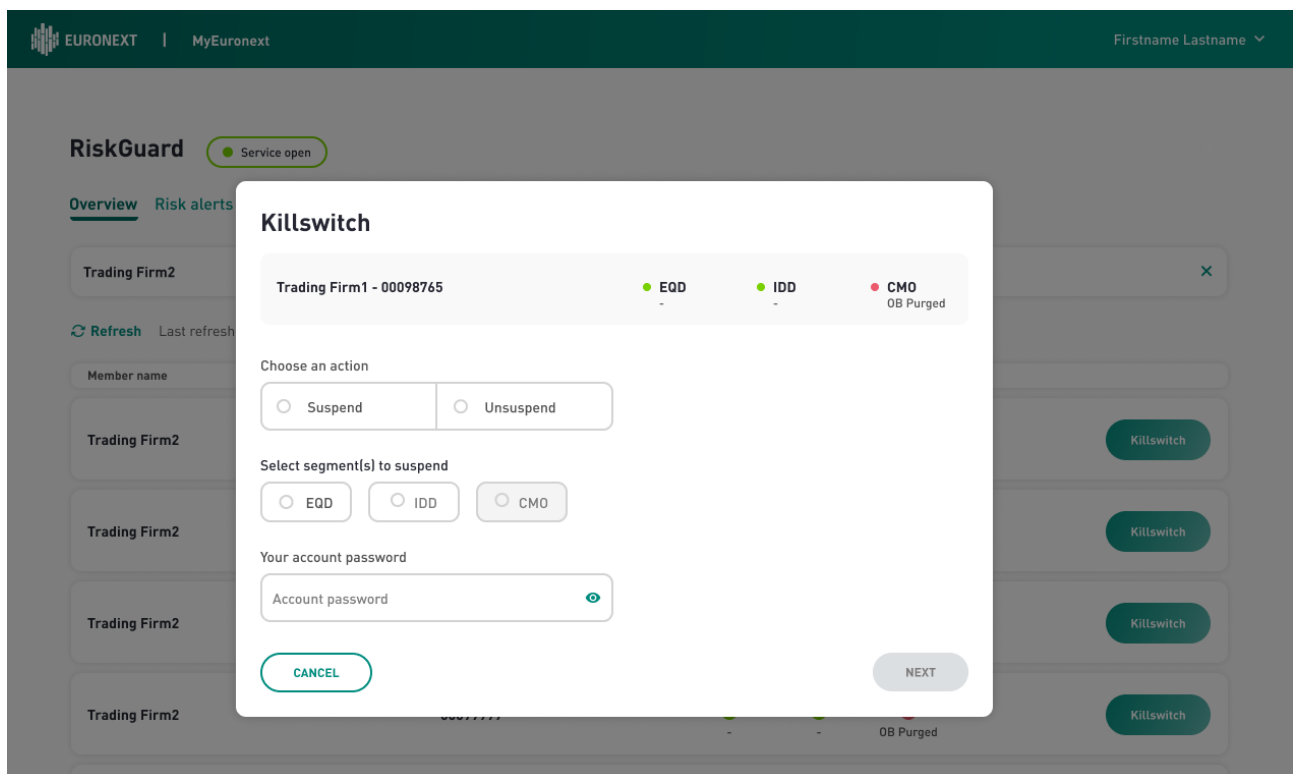
3. Click on the Suspend Button and select the Optiq segment(s) on which the risk monitored entity should be suspended. *An Optiq segment appearing as Grey means that either the member has been already suspended, or that the entity has no trading or clearing right in that segment.* The button will change from white to blue and a white check mark will appear to signify the suspension. To validate the suspension, enter your password. The password is the same as the password used to logon to the user interface. The "Next" button will then change from grey to green. Clicking on it would validate the action.

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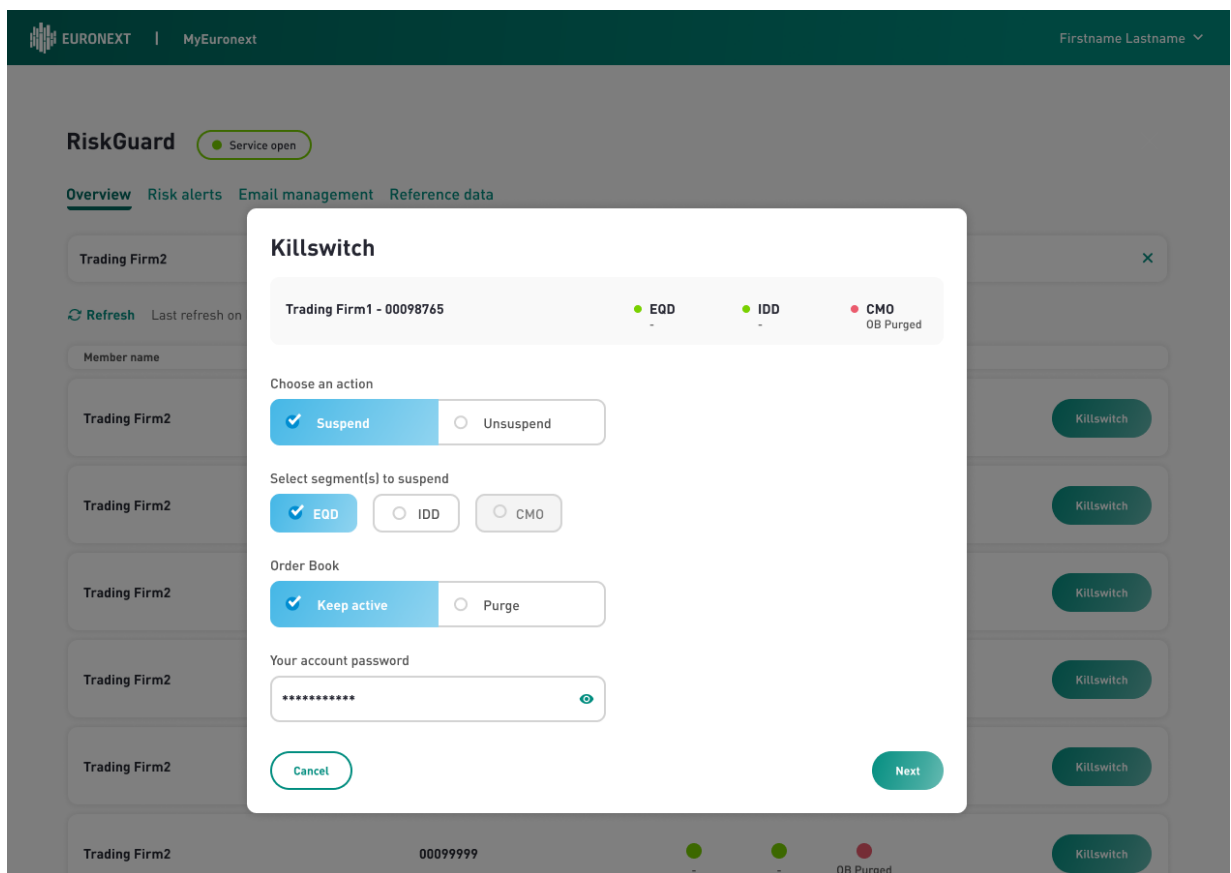
4. Click on "**Next**" to validate the command. A second pop-in will appear to confirm the suspension of the firm. The confirmation box allows Risk Managers to view the details of the 'Suspend' operation'.

Click on "confirm" to validate the action, on "back" to return to the suspend screen or "cancel" to cancel the operation.

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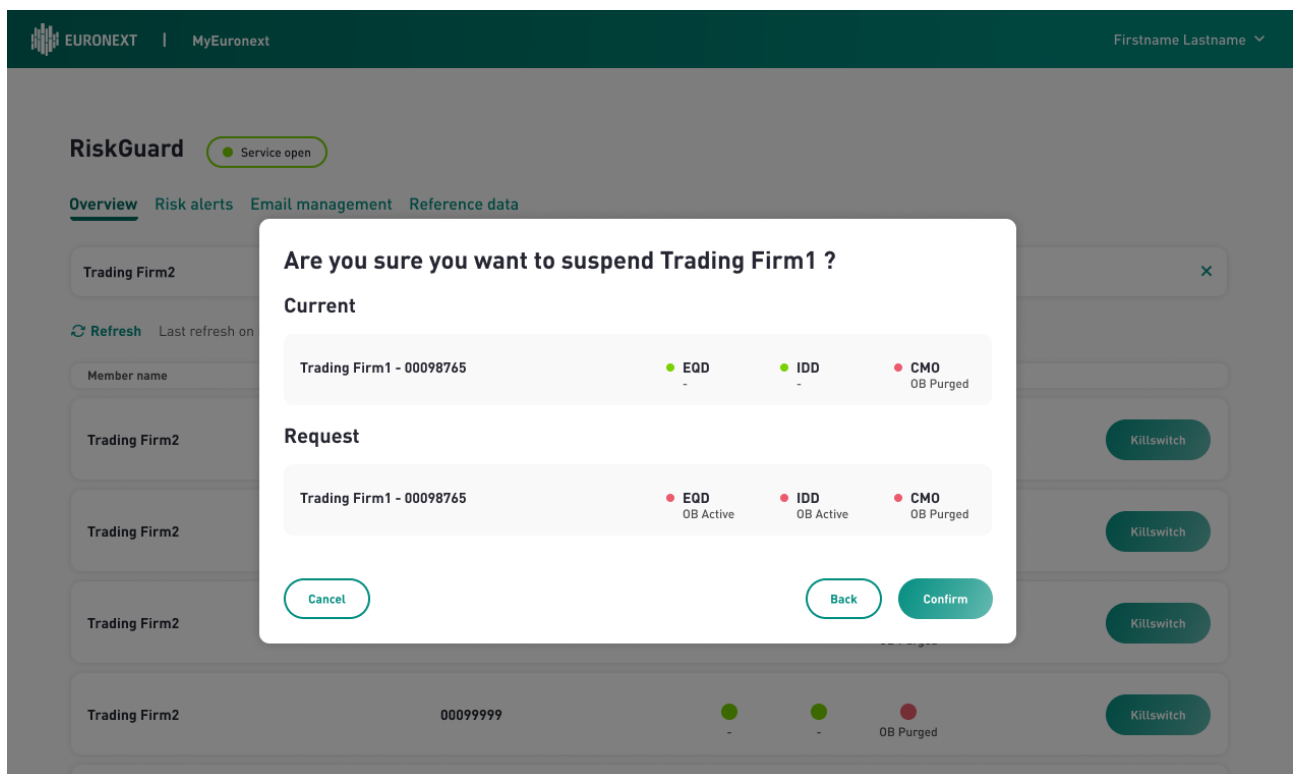
5. Clicking on "Confirm" will result in the following:

   o Suspend notifications are sent to the relevant Risk Managers of the Risk Member, and are also visible in the Risk Alert pane. The alerts notify Risk Managers of the success or the failure of the operation. *Note that there will be one alert per Optiq segment on which the entity has been suspended*.

   o The status of the risk monitored entity in the Risk Controls Dashboard is updated to reflect the successful suspension i.e. changes from green to red.

Note that in case of an unsuccessful Suspend operation, an alert is also returned with the rejection reason being provided in the 'Comments' column of the Alert pane.

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4.2 SUSPENSION AT A LOGICAL ACCESS LEVEL

The Suspension follows the same logic as explained above. The only difference is the fact that a Logical Access is linked to an Optiq segment (in the figure above, EQD), therefore Risk Manager are not requested to select the Optiq segment.

4.3 SUSPENSION AT A SHORT CODE LEVEL

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The Suspension follows the same logic as explained above. When suspending a short code Risk Managers must select at least one Optiq segment (a short code is never associated to a particular Optiq segment).

4.4 UNSUSPEND A RISK-MONITORED MEMBER

- To unsuspend the entire trading activity of a risk monitored entity at the Member, i.e. FirmID level, do the following:

1. In the Risk Controls Dashboard, click on the **Killswitch** button available at the Member Code level.

2. The following confirmation and validation dialog box appears:
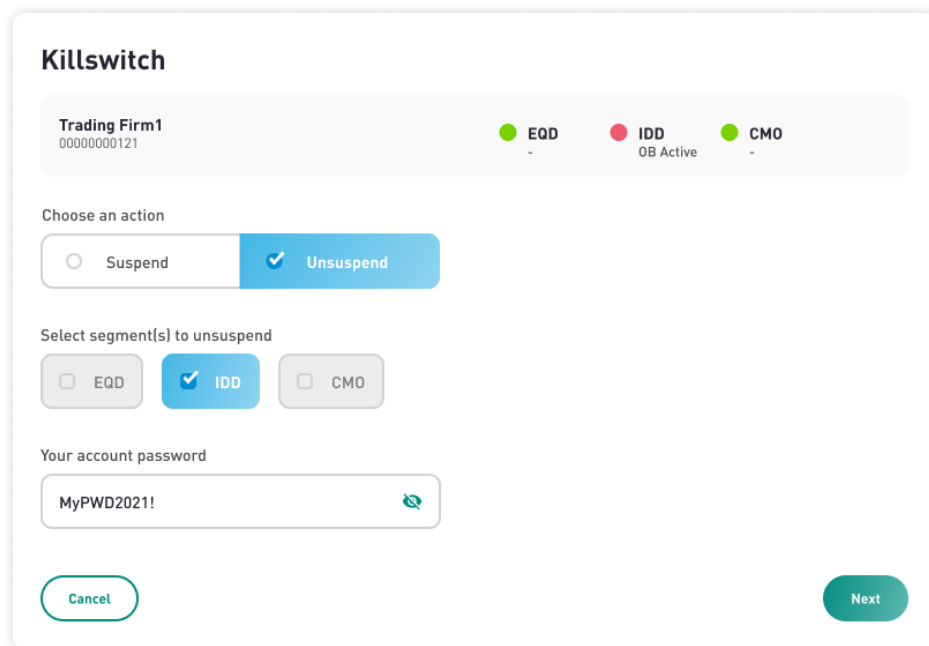
  The "Cancel" button allows you to close the dialog box and return to the screen previously consulted. The next button is greyed out.

  The status provided for each Optiq segment on the top of the box indicates the Suspend status of the risk monitored member before the Unsuspend command is triggered. *As the Unsuspend is managed at Optiq segment level, it might be possible as per the screen below that the risk monitored entity was previously unsuspended in a segment.*

2. Click on the "Unsuspend" Button and select the right Optiq segment(s). The button will change from white to blue and a white check mark will appear to signify the suspension. To validate the unsuspension, enter your password. You must use the same password as the

one used to logon to the interface. The "Next" button will then change from grey to green. Clicking on it will validate the action.
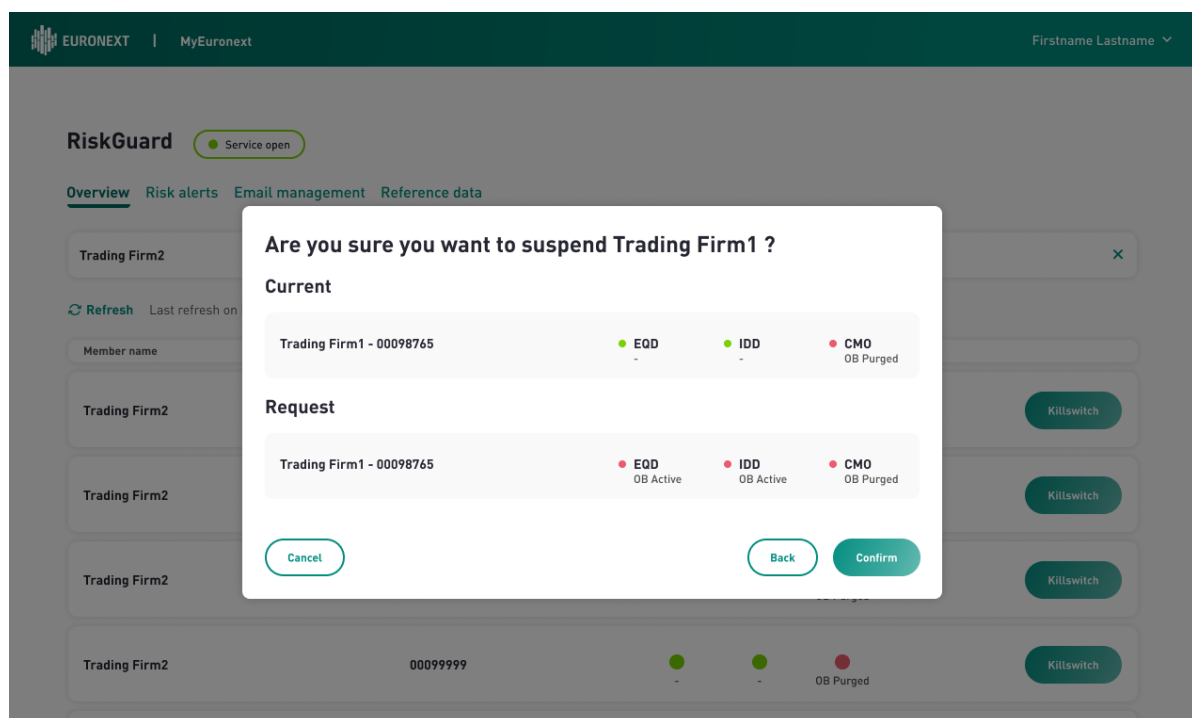
3. A second pop-in will appear to confirm the unsuspending of the firm. The confirmation box allows Risk Managers to view the details of the 'Unsuspend' operation.

Click on "confirm" to validate the action, on "back" to return to the suspend screen or "cancel" to cancel the operation.

4. Clicking on Confirm will result in the following:

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- o UnSuspend notifications are sent to the relevant Risk Managers of the Risk Member, and are also visible in the Risk Alert pane. The alerts notify Risk Managers of the success or the failure of the operation. *Note that there will be one alert per Optiq segment on which the entity has been unsuspended*.
- o The status of the risk monitored entity in the Risk Controls Dashboard is updated to reflect the successful unsuspending i.e. changes from red to green.

Note that in case of an unsuccessful Unsuspend operation, an alert is also returned, the rejection reason being provided in the 'Comments' column of the Pending Alert pane.

4.5   UNSUSPENDING AT A LOGICAL ACCESS LEVEL

The Unsuspension follows the same logic as the Suspension at the logical access level i.e. no Optiq segment needs to be selected.

4.6   UNSUSPENDING AT A SHORT CODE LEVEL

The Unsuspension follows the same logic as the Suspension at the short code level i.e. Risk Managers need to select the Optiq segment(s).

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5. RISK ALERTS

Risk Alerts, i.e. notifications sent as a result of a risk command or action are always displayed in the Risk Controls Dashboard. New alerts automatically appear whenever:

■ A risk control is being set, amended, disabled in the RiskGuard GUI

■ A risk control has been set, amended, disabled by a Risk Manager over the FIX 5.0 API
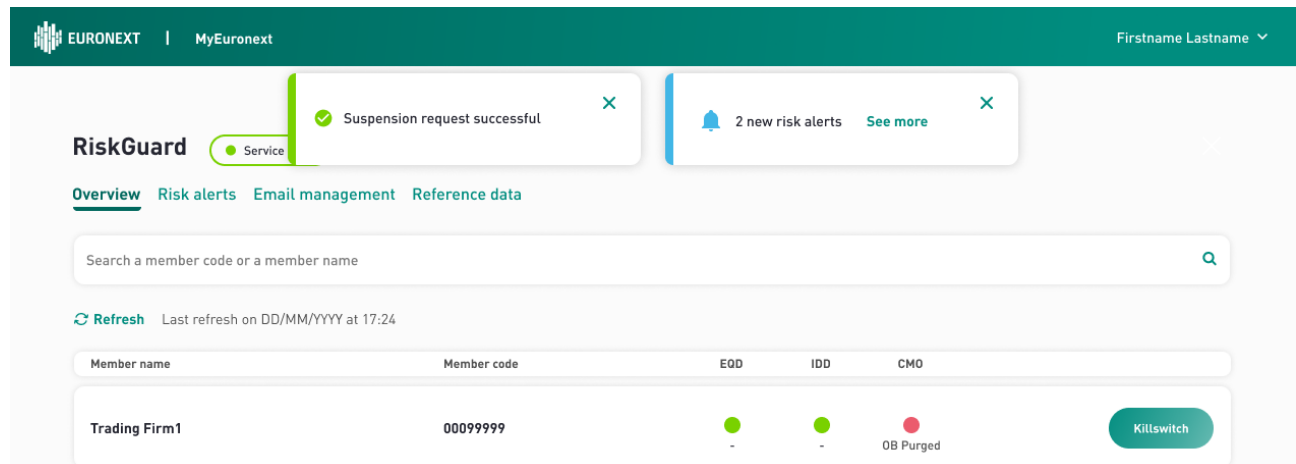
Figure 4. Example of the Pending Alerts pane for a RiskGuard Clearer

■ When a risk command is executed in the User Interface, the Risk Manager that executed the command is notified by a dedicated pop-up message about the success of the failure of the operation:

■ In addition each new alert triggers a pop-up warning message on the right top of the displayed pane as follows:
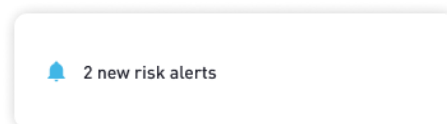
The following events generate real-time alerts:

Risk Control	Alert Type
Kill Switch (Suspend / Unsuspend)	. When a GCM's Risk Manager suspends or unsuspends a risk-monitored NCM (via the RiskGuard User Interface or the FIX API)
	. When a NCM's Risk Manager (of the GCM's risk-monitored entity) suspends or unsuspends its firm, totally or partially (via the RiskGuard User Interface or the FIX API)
	. When a Suspend or Unsuspend command performed on the User Interface is rejected

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	. When Euronext Market Surveillance (EMS) suspends or unsuspends a risk-monitored entity on behalf of a RiskGuard Clearer or a RiskGuard Member

5.1 RISK ALERTS PAGE

The Risk Alerts page allows Risk managers to view the details of the solicited and unsolicited notifications. From the main menu, choose 'Risk Alerts'. The Risk Alerts page is displayed.

The 'Risk Alerts' page contains a history of all risk alerts of the Risk Member.

Figure 5. Example of a 'Risk Alerts' page

The following information is displayed in the 'Pending Alerts' pane:

FIELD NAME	DESCRIPTION	VALUES
Target Member	It corresponds to the risk monitored entity for which the alert was generated. The entity is identified using its name and Member Code.	
Type	Indicates the risk control as well as the Optiq segment	■ Suspended ■ Active
Time	The time at which the alert was raised	Date + Time (hh:mm:ss)
Initiated by	Indicates the name of the Risk Manager who performed the operation. It can also be Market Surveillance or a	

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FIELD NAME	DESCRIPTION	VALUES
	RiskGuard Logical Access ID when the command was triggered through the FIX API	
Status	Indicates whether the action was successful. When unsuccessful, clicking on the 'Failure' button will provide more information.	■ Successful ■ Failed

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6.   REFERENCE DATA

The 'Reference Data' pane provides Risk Managers a set of static information.

■   Details of all the Risk Managers setup for the Risk Member. Please note that the list does not only include Risk Managers set up on the RiskGuard User Interface but also Risk Managers setup on the RiskGuard FIX API. The following information is provided:

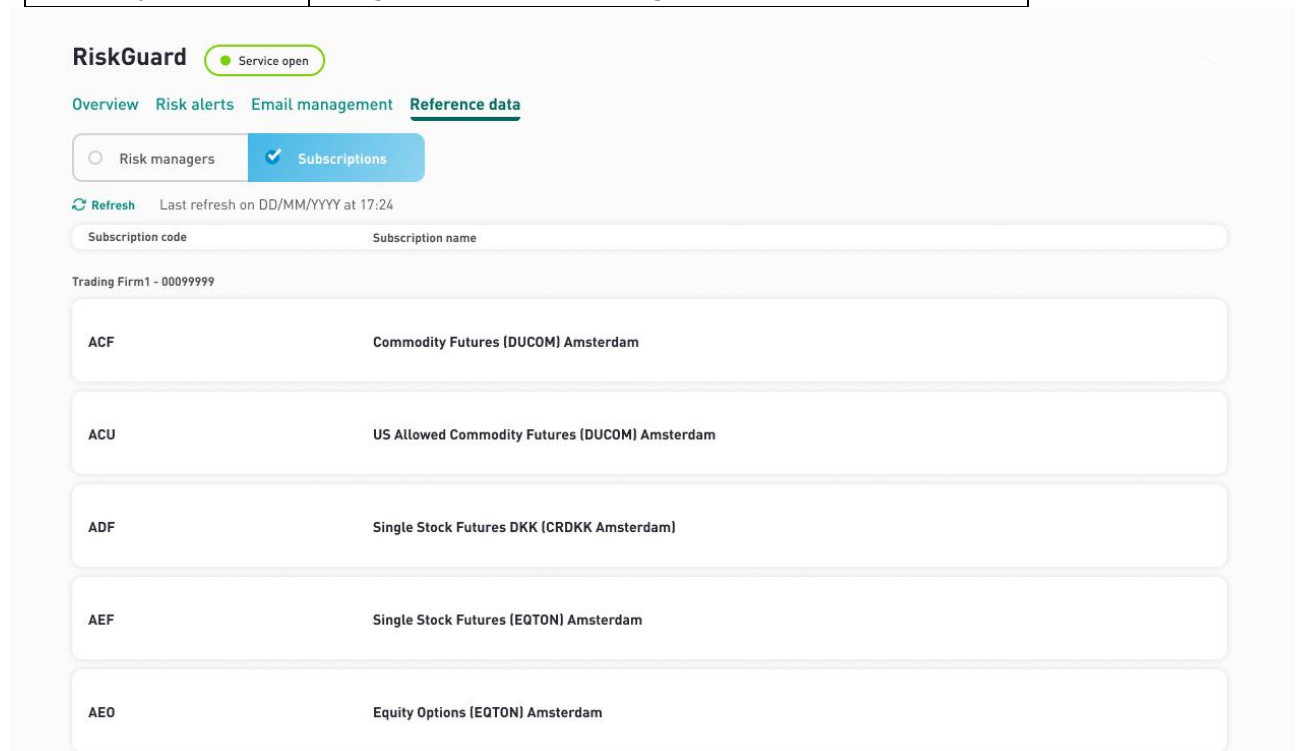| FIELD NAME	DESCRIPTION
Risk Manager	It can be either the First name and Last name of the Risk Manager (of the users having access to the interface), or the Logical Access ID
Risk Member Code	Firm ID of the Risk Member
Logged in?	Log In status . Green if true . Red if false . Gray for RiskGuard Logical Access
Last Login Time	Last login time
Access Type	Indicates how the Risk Manager connects to the RiskGuard service: . GUI . API

Figure 6. Example of the 'Risk Manager' tab

■   The **Subscriptions** pane provides:

– When logging as a GCM: the details of the subscriptions between the RiskGuard clearer and its NCMs. This corresponds to the list of contracts included in the clearing agreement between the GCM and the NCM.

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- When logging as a Trading Member: the details of the trading authorizations on Euronext markets.

The following information is available:

FIELD NAME	DESCRIPTION
Risk-monitored entity name	Long Name of the risk-monitored entity When logging as a RiskGuard clearer, it represents the name of the NCM
Risk-monitored entity code	Firm ID of the risk-monitored entity When logging as a RiskGuard Clearer, it is equal to the Firm ID of the NCM
Subscription Code	Code of market segment (i.e. the subscription)
Subscription Name	Long name of market segment

Figure 7. Example of the 'Subscription' tab

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7.   EMAIL ALERTS

■   Define an email recipient

Risk Managers have the ability to create email recipients through the '**Email Management'** menu of the Risk Controls Dashboard. Email recipient can be belong to the Risk Member and/or for a GCM their NCM.

Such recipients, once created, will automatically receive email alerts as soon as an alert is triggered (suspend/unsuspend).

<u>**Important note:**</u> *GCMS have the ability to define email recipients within their own firm as well as email recipients within their NCMs.*

Email alerts will automatically be generated by a triggering of a suspend/unsuspend command for the impacted entity.

The content of the email alerts has been designed to only provide high level information to the email recipient (no sensitive information is included). As a consequence, Risk Managers must always connect to the RiskGuard User Interface to get all the details of the alert.

Example of email alert in case of a suspension at a trading firm level:
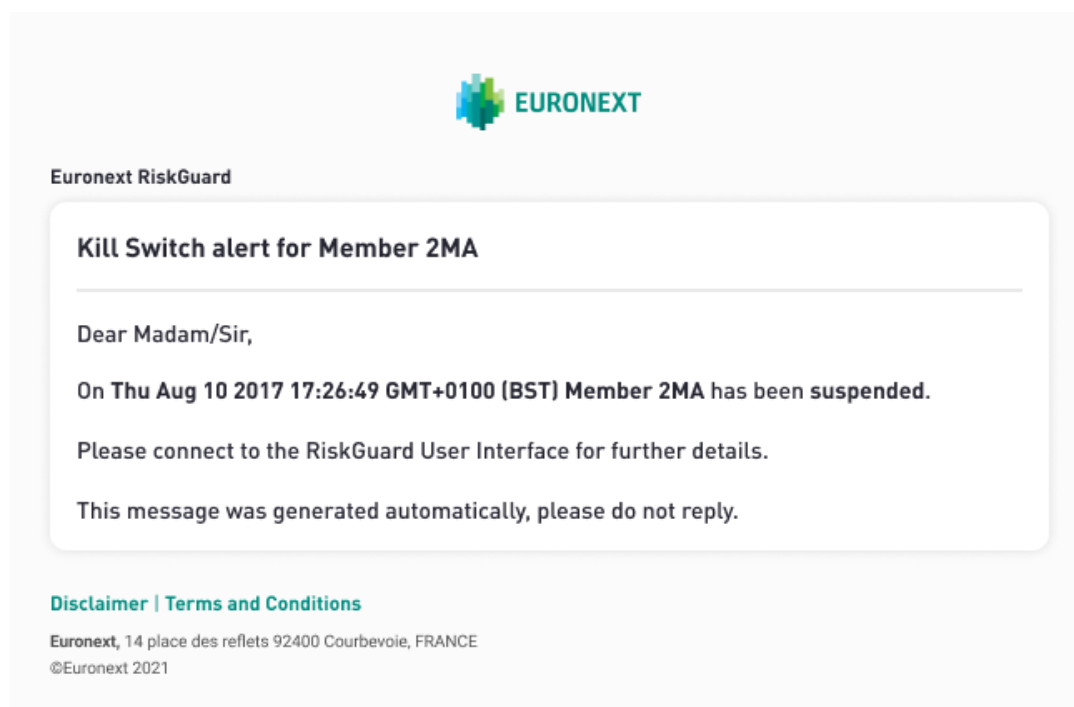
8. LONG CODE / SHORT CODE CONFIGURATION

Risk Managers have the ability to configure Client Identification Short Code and Execution Within Firm Short Code through the menu of the Risk Controls Dashboard.

It is the responsibility of the Risk Manager to make sure that the Short Codes configured in the context of RiskGuard are also configured within the SLC Manager.

 5.3