DTCC
Important Notice
The Depository Trust Company

B #:	0686-15
Date:	April 10, 2015
To:	All Participants
Category:	Operations
From:	Asset Services – Corporate Actions Transformation Product Management Team
Attention:	Operations Managers/Cashiers/Officers
Subject:	Enhancements to Corporate Actions Web (CA Web) Instructions Functionality Will Take Effect on April 17, 2015

DTC will deploy an enhancement to the Instructions functionality of the Corporate Actions Web (CA Web) which may impact users who have multiple DTC participant account numbers linked to their CA Web User ID, and use the CA Web's Instructions functionality to process Elective Dividend events. This enhancement is the result of feedback DTC received from clients and is designed to streamline and improve the user experience.

Please note that this enhancement will not affect the Instructions functionality of clients who do not have multiple participant account numbers linked to their CA Web user ID, or those who do but choose not to aggregate their Instructions Overview as described below. Also note that this enhancement will only affect Instructions functionality; all other CA Web functionality will remain the same.

- Users that have multiple DTC participant account numbers linked to their CA Web User ID will be able to
    - view all of their accounts at an aggregate level on the Instructions Overview page
        - the event counts in the "Cut Off Today", "Active" and "Forecast" columns will be the sum of counts for all accounts linked to the user's CA Web user ID
        - view uninstructed/instructed counts by entering an individual account number in the "Client ID" field located at the top right of the Overview page
        - click on a count to obtain a search results list
        - select a CA ID to obtain the Client Selection List where all accounts linked the CA Web user ID will be available to view, print or export to Excel

To use this enhancement, click on the My Preferences link located at the top right corner of any CA Web screen.
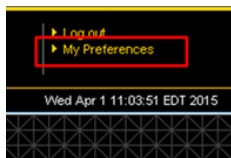
Within the User Preferences window, check the box at the bottom titled "Aggregate Instruction Overview" and click on the save button.
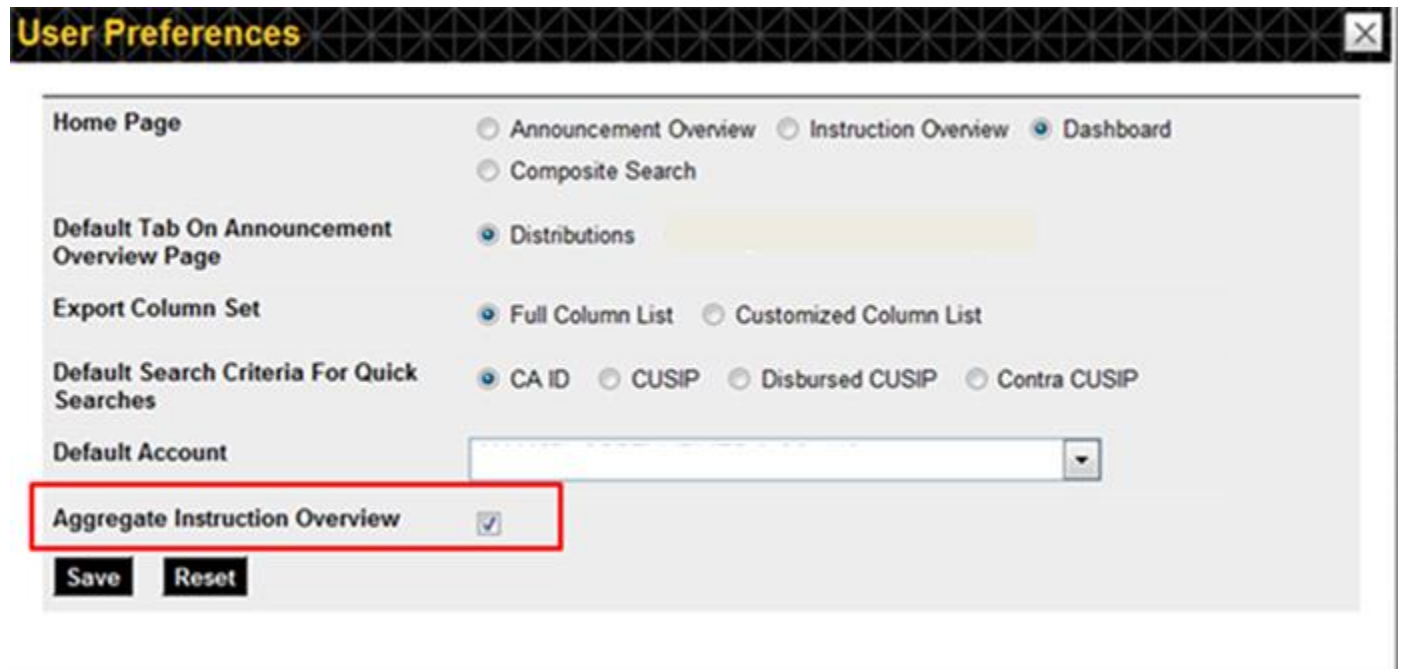
Questions about this notice can be directed to your Relationship Manager.