28 January 2016

SWIFT MyStandards

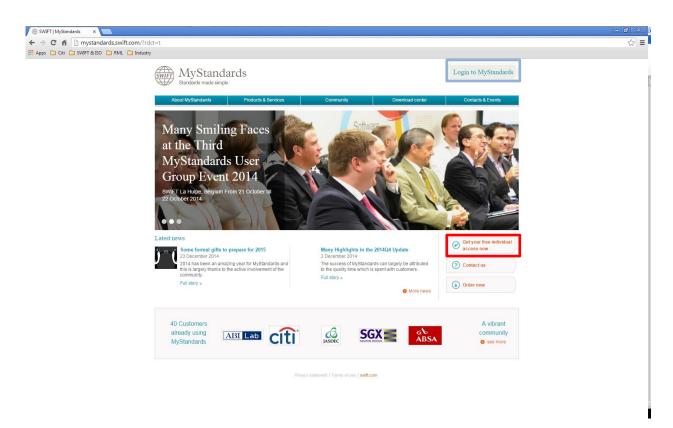
Requesting Access and Viewing Direct Custody & Clearing Usage Guidelines



Citi SWIFT MyStandards – Requesting Access and Viewing Direct Custody & Clearing Usage Guidelines

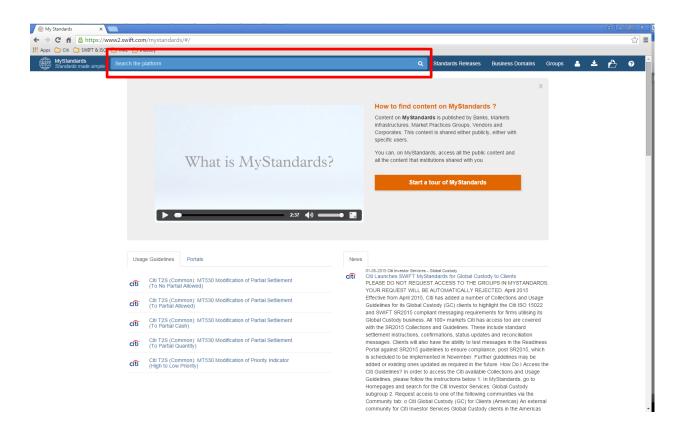
The following steps should be taken to register on SWIFT MyStandards and gain access to Citi Collections and Usage Guidelines in MyStandards.

1. Go to the SWIFT MyStandards website on www.swift.com/mystandards



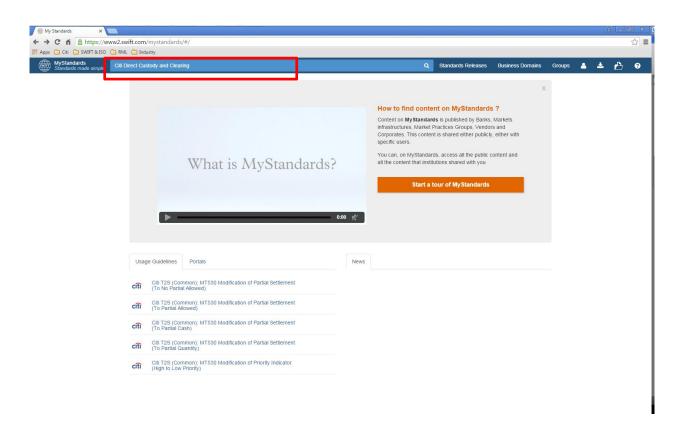


- 2. Select "Get your free individual access now" (highlighted in the red box in the screen shot above)
- 3. Follow the registration steps outlined using your institution email address. SWIFT will send an email to you once your access has been granted
- 4. Returning to the MyStandards home screen, select "Login to MyStandards" (highlighted in the blue box in the screen shot above). Once in, you should see a screen like the below



5. To access Citi's guidelines, select the "Search the platform" box (highlighted in the red box in the screen shot above) and type in "Citi Direct Custody and Clearing" in the search box, as show below:



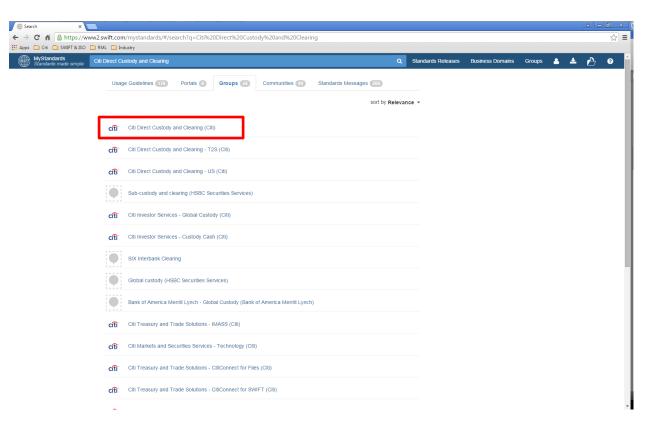


6. Select "Groups"





7. Then Select the "Citi Direct Custody and Clearing" subgroup





8. The "News Feed" for the DCC subgroup will appear. To request access to the guidelines, select "Communities" and "Request access" to the community you require. Please provide the name of your Client Executive / Representative in Citi with your request.

The Communities available include:

Citi Direct Custody & Clearing (DCC) for Clients

An external community for Citi Direct Custody & Clearing clients whose network covers countries in multiple regions

Citi Direct Custody & Clearing (DCC) for Clients (ASPAC)

An external community for Citi Direct Custody & Clearing clients limited to the ASPAC countries

Citi Direct Custody & Clearing (DCC) for Clients (Americas)

An external community for Citi Direct Custody & Clearing clients limited to the Americas countries, excluding the US

Citi Direct Custody & Clearing (DCC) for Clients (CEEMEA)

An external community for Citi Direct Custody & Clearing clients limited to the CEEMEA countries

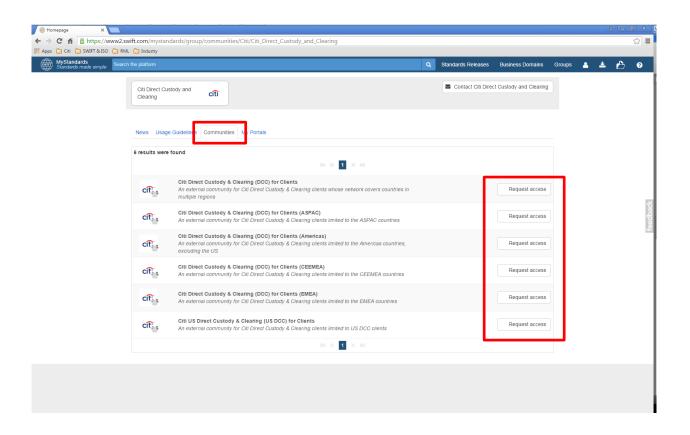
Citi Direct Custody & Clearing (DCC) for Clients (EMEA)

An external community for Citi Direct Custody & Clearing clients limited to the EMEA countries

Citi US Direct Custody & Clearing (US DCC) for Clients

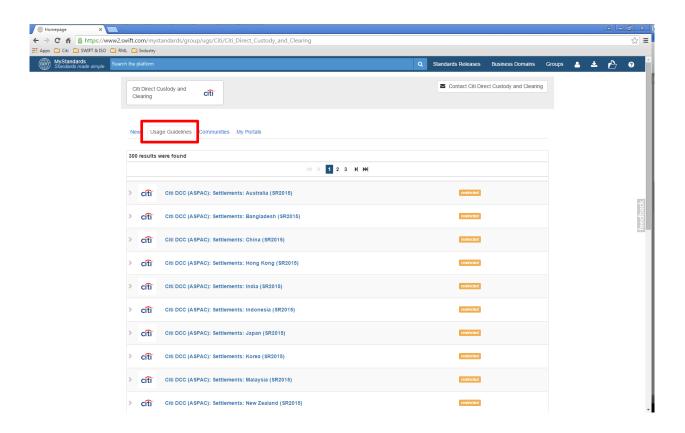
An external community for Citi Direct Custody & Clearing clients limited to US DCC clients





9. Once approved, you will have access to the Collections and Usage Guidelines for Citi DCC. To view them, select the "Usage Guidelines" tab.

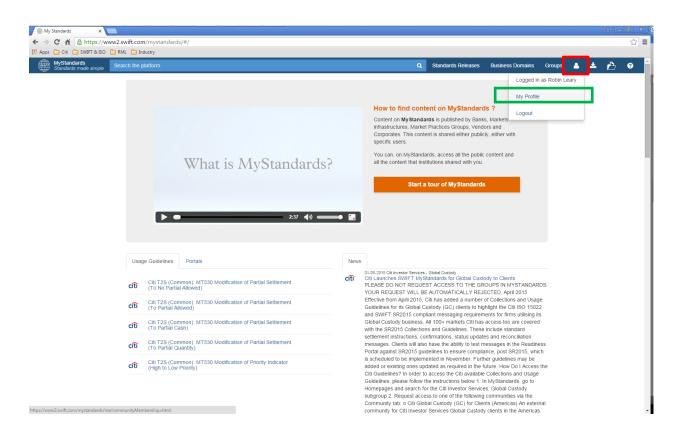




10. Once access has been granted and you're viewing the guidelines in the future, Steps 4 to 7 can be followed for access to the Guidelines.

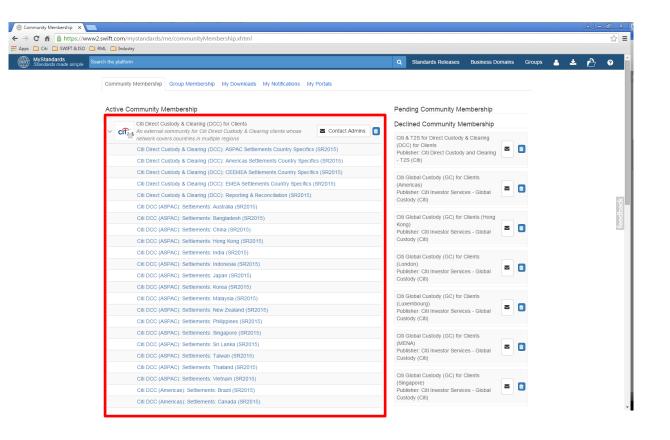


11. Alternatively, for viewing the guidelines in the future, after logging in, select the "Person" icon, as shown below in the red box and "My Profile", as shown in the green box. The "Citi Direct Custody and Clearing (DCC) for Clients" Community should appear.



12. Expand the Community and a list of Collections will become available. Click on the Collection you require and the Usage Guidelines in that Collection will appear.







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Citi works with its clients in greenhouse gas intensive industries to evaluate emerging risks from climate change and, where appropriate, to mitigate those risks.

efficiency, renewable energy & mitigation

