

THE DEPOSITORY TRUST COMPANY

IMPORTANT

#: B 0508-97

DATE: March 17, 1997

TO: All Participants

FROM: Sheryl Kort, Associate Director, Product Development

ATTENTION: Managing Partner/Officer; Cashier; Operations, Data Processing and Underwriting Managers

SUBJECT: Enhancement to the Initial Public Offering Tracking System Inquiry (IPOI)

An improved customer-level inquiry function will be available on March 20th on the IPO Tracking System Inquiry Menu Screen on IPOI over PTS: **Option #3 Customer-Level Details by Participant-Issue**. The *previous* method of obtaining customer-level detail is now found in **Option #5 Customer-Level Details by Participant-Issue (Old)**.

Option #3 displays three levels of customer information:

- : Summary by customer regardless of Syndicate Member
- ⇒ Summary segmented by Syndicate Member
- : Specific customer and custodian/clearing relationships

Both Option #3 and Option #5 will run concurrently for a transition period, with Option #5 eventually being phased out.

The revised IPOI procedures are attached.

Questions may be directed to DTC's Training Department at 1 (800) 545-1276 outside New York State or (212) 709-1135 in New York State, or to Catherine Brown, Product Development, at (212) 709-1687.



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2.03 INITIAL PUBLIC OFFERING TRACKING SYSTEM INQUIRY (IPOI)

2.03.1 Overview

The Initial Public Offering (IPO) Tracking System Inquiry (IPOI) function allows the Participant to inquire about tracked IPO issues.

The IPOI function provides the Participant with the following:

- A list of all tracked IPO issues.
- A summary of tracked IPO issues in which the Participant has position.
- A summary of customer-level details and custodian relationships by Participant-issue.
- A summary of IPO pending/canceled/release transactions.

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2.03.2 How To Access

| Step | Action |
|--------|------------------------------------------------------------------------|
| Step 1 | Enter 'IPOI' when the Enter Function Prompt Screen appears (Figure 1). |

| | | |
|----------------------|-------------------------------------------------|----------------------|
| XXXX 00002199-99 | DEPOSITORY TRUST PARTICIPANT TERMINAL SYSTEM | MM/DD/YY HH:MM:SS |
| ENTER FUNCTION: IPOI | | |

Figure 1. IPOI Enter Function Prompt Screen

| | |
|--------|-------------------------------------------------------------------------------------------|
| Step 2 | Press the 'ENTER' key to obtain the IPO - Tracking System Inquiry Menu Screen (Figure 2). |
|--------|-------------------------------------------------------------------------------------------|

| | | |
|-----------------------------------------------------|---------------------------------------------------------|----------------------------------|
| IPOI / X\$VM 00002199-99 | THE DEPOSITORY TRUST COMPANY I P O - TRACKING SYSTEM | DATE: MM/DD/YY TIME: HH:MM:SS |
| ===== | | |
| INQUIRY MENU | | |
| 1) LIST OF TRACKED ISSUES | | |
| 2) ISSUES BY PARTICIPANT | | |
| 3) CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE | | |
| 4) IPO RELEASE TRANSACTION | | |
| 5) CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE(OLD) | | |
| ENTER YOUR SELECTION: | | |
| ===== | | |
| PF8/20: EXIT FUNC | | PF9/21: SIGNOFF |

Figure 2. IPO - Tracking System Inquiry Menu Screen

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2.03.2 How to Access *(continued)*

Step 3 Enter one of the following on the IPO - Tracking System Inquiry Menu Screen:

- 1: List Of Tracked Issues
- 2: Issues By Participant
- 3: Customer-Level Details By Participant-Issue
- 4: IPO Release Transaction
- 5: Customer-Level Details By Participant-Issue (Old)

Note: Option 5 is in the process of being eliminated.

Step 4 Press any of the following:

- 'ENTER' key to continue.
- 'PF7/19' key to return to the IPO - Tracking System Main Menu Screen.

Note: This key is only available if the Inquiry Menu (IPOI) was selected from the Main Menu (IPOU).

- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.

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2.03.3 How to Browse IPO Tracked Issues

- | Step | Action |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1 | Select Option 1 on the IPO - Tracking System Inquiry Menu Screen and press the 'ENTER' key to obtain the IPO - List Of Tracked Issues Screen (Figure 1). |

| IP14 / TT64 00002199-99 | | THE DEPOSITORY TRUST COMPANY I P O - LIST OF TRACKED ISSUES | | DATE: MM/DD/YY TIME: HH:MM:SS |
|------------------------------------------------------------------------------|----------------|----------------------------------------------------------------|-----------------------------|----------------------------------|
| CUSIP | DESCRIPTION | DISTRIBUTION/ CLOSING DATE | TRACKING PERIOD END DATE | |
| 594793 10 1 | TEST IPO ISSUE | 01/23/1996 | 05/01/1996 | |
| 111205 99 3 | TEST IPO ISSUE | | | |
| 111210 10 0 | TEST IPO ISSUE | | | |
| 001765 50 2 | TEST IPO ISSUE | | | |
| 111318 10 1 | TEST IPO ISSUE | | | |
| 111205 10 0 | TEST IPO ISSUE | 01/24/1996 | 05/01/1996 | |
| 111318 20 0 | TEST IPO ISSUE | | | |
| 099725 20 2 | TEST IPO ISSUE | | | |
| THE END OF DATA HAS BEEN REACHED | | | | |
| PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD | | | | |

Figure 1. IPO - List Of Tracked Issues Screen

The following information is displayed:

- CUSIP: the CUSIP number of the issue being tracked.
- Description: the description of the issue.
- Distribution/Closing Date: the syndicate closing date for the issue or the anticipated distribution date.
- Tracking Period End Date: the tracking period end date for the issue (i.e., the last day on which the issue will be tracked).

- | Step 2 | Press any of the following : |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <ul style="list-style-type: none"> • 'PF7/19' key to return to the IPO - Tracking System Inquiry Menu Screen. • 'PF8/20' key to change the function. |

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2.03.3 How to Browse IPO Tracked Issues *(continued)*

- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.

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2.03.4 How To Browse Tracked Issues By Participant

| Step | Action |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1 | Select Option 2 on the IPO - Tracking System Inquiry Menu Screen and press the 'ENTER' key to obtain the IPO - Issues By Participant Screen (Figure 1). |

| IP12 / TT64 | | THE DEPOSITORY TRUST COMPANY | | DATE: MM/DD/YY | |
|-----------------------------------------------|-------------------------------|-------------------------------|----------|----------------|--|
| 00002199-99 | | I P O - ISSUES BY PARTICIPANT | | TIME: HH:MM:SS | |
| PARTICIPANT: 00002199 (DTC PART) CUSIP (OPT): | | | | | |
| CUSIP/ DESCRIPTION | SYNDICATE CLR-MEM EXEC-BRK | S H A R E Q U A N T I T Y | | | |
| 095725 00 7 | 00002198 00002198 | ALLOC : | 10,000.0 | | |
| IPO TEST | | AVAIL : | 10,000.0 | | |
| | | FLIPPED: | 0.0 | | |
| 001765 50 2 | 00002197 00002197 | ALLOC : | 1,000.0 | | |
| IPO TEST | | AVAIL : | 1,000.0 | | |
| | | FLIPPED: | 0.0 | | |
| 111111 11 1 | 00002196 00002196 | ALLOC : | 15,000.0 | | |
| IPO TEST | | AVAIL : | 15,000.0 | | |
| | | FLIPPED: | 0.0 | | |
| 111111 11 1 | 00002195 00002195 | ALLOC : | 25,000.0 | | |
| IPO TEST | | AVAIL : | 25,000.0 | | |
| | | FLIPPED: | 0.0 | | |

PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD

Figure 1. IPO - Issues By Participant Screen

Note: Group Users must enter the Participant number. For all others the Participant number is system generated.

- CUSIP (Opt): enter a valid 9-digit CUSIP number; optional.

Step 2 Press the 'ENTER' key. The following information is displayed:

- CUSIP/Description: the CUSIP number and description of the issue being tracked.
- Syndicate:
 - Clr-Mem: the Participant number of the clearing member.

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2.03.4 How To Browse Tracked Issues By Participant (*continued*)

- Exec-Brk: the Participant number of the syndicate member who originally delivered the IPO shares.
- Share Quantity: (signed field)
 - Alloc: the number of shares allocated to the Participant during the initial distribution.
 - Avail: the number of shares available to the Participant.
 - Flipped: the number of potentially flipped shares.

Step 3 Press any of the following:

- 'PF7/19' key to return to the IPO - Tracking System Inquiry Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.

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2.03.5 How To Browse Customer-Level Detail Information By Participant-Issue

| Step | Action |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1 | Select Option 3 on the IPO - Tracking System Inquiry Menu Screen and press the 'ENTER' key to obtain the IPO - Customer-Level Details By Participant-Issue Screen (Figure 1). |

```
IP22 / XSVN  DEPOSITORY TRUST COMPANY  DATE: MM/DD/YY
00002199-99 IPO - CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE TIME: HH:MM:SS
-----
CUSIP:          DESC:          EXEC-BKR:          FLIP: N
PARTICIPANT: 00002199          CUSTOMER(OPT):          TYPE: A
-----
CUSTOMER  TYPE  ALLOCATED  AVAILABLE  FLIPPED  FREE
-----
PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD
```

Figure 1. IPO - Customer-Level Details By Participant-Issue Screen

Step 2 Enter the following information on the IPO - Customer-Level Details By Participant-Issue Screen:

- CUSIP: enter a valid 9-digit CUSIP number.
- Exec-Bkr: enter the account number (FINS number) used by a Clearing Broker/Dealer or Clearing Bank to identify its correspondent; optional.

Note:

1. If the Exec-Bkr field is not filled in, the Participant will be able to view information pertaining to his own customers as well as his correspondent's customers.

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2.03.5 How To Browse Customer-Level Detail Information By Participant-Issue (*continued*)

2. If the Exec-Bkr field is filled in, the Participant will be able to view information pertaining only to the specified correspondent's customers.

- Flip: enter Y to view only those customers who have potentially flipped shares or N to view all customers; the default is N.
- Participant: enter the Participant number; for Group Users only.
- Customer (Opt): enter internal customer number; optional.

Note: The customer number will be internally scrubbed.

- Type: enter the code corresponding to the type of customers the Participant wishes to view; the default is A:
 - Broker/Dealers:
 - R: to view retail customers.
 - I: to view institutional customers that are held in custody at a Prime Broker or Agent Bank.
 - P: to view institutional customers that are held in custody as Prime Brokers, as well as broker custody customers.
 - C: to view retail and institutional customers that are held in custody as Prime Brokers.
 - A: to view all customers.
 - Banks:
 - B: to view institutional customers that are held in custody as Agent Banks.
 - A: to view all customers.

Note: Firms clearing on behalf of Broker/Dealers have the same options as Broker/Dealers.

Step 3 Press the 'ENTER' key to obtain the IPO - Customer-Level Details By Participant-Issue Screen displaying the following information (Figure 2):

Note: This screen displays a summary customer-level details regardless of the Syndicate Member.

- Desc: the CUSIP description.
- Customer: the internal customer number.

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2.03.5 How To Browse Customer-Level Detail Information By Participant-Issue (*continued*)

- Type: the type of customer (institution or retail).
- Allocated: the number of shares allocated to the Participant during the initial distribution. Available: the number of shares available to the Participant.
- Flipped: the number of shares potentially flipped by the customer.
- Free: the number of shares in the Participant's Free account.

```
IP22 / XSVH DEPOSITORY TRUST COMPANY DATE: MM/DD/YY
00002199-99 IPO - CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE TIME: HH:MM:SS
-----
CUSIP: 97CUSI P6 8 DESC: TEST CUSIP EXEC-BKR: FLIP: N
PARTICIPANT: 00002199 (CP TEST #1) CUSTOMER(OPT): TYPE: A
-----
CUSTOMER TYPE ALLOCATED AVAILABLE FLIPPED FREE
- BRUINS I 20 5 15 0
- FLIP GUY R 300 0 300 0
-----
PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD
```

Figure 2. IPO - Customer-Level Details By Participant-Issue Screen displaying detailed information.

Step 4 Enter S to the left of a selected customer number and press the 'ENTER' key to obtain the IPO - Customer-Level Details By Participant-Issue Screen displaying the following additional information for that customer (Figure 3):

Note: This screen displays a summary customer-level details broken down by Syndicate Member.

- Customer: the selected customer identification
- Custodian: the custodian for the customer's account
- Syndicate:

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2.03.5 How To Browse Customer-Level Detail Information By Participant-Issue (continued)

- Clr-Mem: the Participant number of the clearing member
- Exec-Bkr: the Participant number of the syndicate member who originally delivered the IPO shares.
- Shares Quantity:
 - Allocated: the number of shares allocated to the Participant during the initial distribution.
 - Available: the number of shares available to the Participant.
 - Flipped: the number of shares potentially flipped by the customer.
 - Free: the number of shares in the Participant's Free account.

```

IP22 / XSVN  DEPOSITORY TRUST COMPANY  DATE: MM/DD/YY
00002199-99 IPO - CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE TIME: HH:MM:SS
=====
CUSIP: 97CUSI P6 8  DESC: TEST CUSIP  EXEC-BKR:  FLIP: N
PARTICIPANT: 00002199  (CP TEST #1)  CUSTOMER: BRUINS  TYPE: ALL
=====
          SYNDICATE          S H A R E S  Q U A N T I T Y
CUSTODIAN CLR-MEM EXEC-BKR  ALLOCATED  AVAILABLE  FLIPPED  FREE
S 00001714 00002199 00002199      20         5        15      0
=====
PF3/15:PREV SCRN  PFB/20:EXIT FUNC  PF10/22:BACKWARD
PF7/19:MENU       PF9/21:SIGNOFF   PF11/23:FORWARD
  
```

Figure 3. IPO - Customer-Level Details By Participant-Issue Screen with information for a specific customer.

Step 5 Enter S to the left of a selected Custodian number and press the 'ENTER' key to obtain the IPO - Customer-Level Details By Participant-Issue Screen with the following additional information (Figure 4):

Note: This screen displays customer-level details for a specific customer and custodian/clearing relationships.

- Customer: the customer number and type.
- Custodian: the number, name and role of the Participant.

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2.03.5 How To Browse Customer-Level Detail Information By Participant-Issue *(continued)*

- Syndicate Member:
 - Clearing: the number and name of the clearing member
 - Executing Broker: the number, name and Participant status of the syndicate member who originally delivered the IPO shares.

```
IP22 / X3VM  DEPOSITORY TRUST COMPANY  DATE: MM/DD/YY
00002199-99- IPO - CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE TIME: HH:MM:SS
=====
CUSIP: 97CUS1 P6 8  DESC: TEST CUSIP
PARTICIPANT: 00002199  (CP TEST #1)
=====
CUSTOMER          - BRUINS
                   INSTITUTION

CUSTODIAN         - 00001714 ( CP TEST#15 )
                   AGENT BANK

SYNDICATE MEMBER
CLEARING          - 00002199 ( CP TEST #1 )
EXECUTING BROKER - 00002199 ( CP TEST #1 )
                   DIRECT PARTICIPANT

SHARES
ALLOCATED        AVAILABLE        FLIPPED        FREE
                20                5                15                0
=====
PF3/15:PREV SCR  PF7/19:MENU  PF8/20:EXIT FUNC PF9/21:SIGNOFF
```

Figure 4. IPO - Customer-Level Details Screen with additional information.

Step 6 Press any of the following:

- 'PF3/15' key to return to the previous screen.
- 'PF7/19' key to return to the IPO - Tracking System Inquiry Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.

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2.03.6 How To Browse IPO Release Transactions

- | Step | Action |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1 | Select Option 4 on the IPO - Tracking System Inquiry Menu Screen and press the 'ENTER' key to obtain the IPO -Transaction Inquiry Screen (Figure 1). |

| | | | | | | |
|------------------------------------------------------------------------------|-------------|----------------------------------------|----------|----------|----------------|---------------|
| IIP21 / QS98 | | THE DEPOSITORY TRUST COMPANY | | | DATE: MM/DD/YY | |
| 00002199-99 | | IPO TRANSACTION INQUIRY | | | TIME: HH:MM:SS | |
| CUSIP: | | DESC: | | | STATUS: | |
| PARTICIPANT: 00002199 | | DATE (YYMMDD) FROM : 960701 TO: 960719 | | | | |
| TRAN | FUNC | DEL/RECV | DEL/RECV | DEL/RECV | CLR-MEM/ | QUANTITY |
| STATUS | TYPE | PART | ID-AGENT | CUSTOMER | EXEC-BRK | |
| - | H-PND | 0100 | 00002199 | CUST-1 | | 0000000001000 |
| | IPO RELEASE | | | | | |
| - | Z-CANCD | 0100 | 00002199 | CUST-2 | | 0000000000200 |
| | IPO RELEASE | | | | | |
| THE END OF DATA HAS BEEN REACHED | | | | | | |
| PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD | | | | | | |

Figure 1. IPO - Pending Transaction Inquiry Screen

- Step 2 Enter the following information on the IPO - Transaction Inquiry Screen:
- CUSIP: a valid 9-digit CUSIP number.
 - Status: enter H (pending) or Z (canceled); optional.
 - Participant: enter the Participant number; for Group Users only.
 - Date: enter a range From and To in YYMMDD format. The default is the current date. (The maximum spread is 30 business days.)
- Step 3 Press the 'ENTER' key. The following information is displayed:

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2.03.6 How To Browse IPO Transactions (*continued*)

- Desc: the CUSIP description.
- Tran Status: the status of the transaction.
- Func Type: the function type of the transaction.
- Del/Recv Part: the Participant number of the delivering or receiving Participant.
- Del/Recv ID-Agent: the ID Agent number of the delivering or receiving ID Agent.
- Orig Del/Recv Customer: the internal customer number of the delivering Participant or the receiving Participant.
- Clr-Mem/Exec Brk: the Participant number of the clearing member or the syndicate member who originally delivered the IPO shares.
- Quantity: the number of shares pending/canceled in the IPO system.

Step 4

Enter S to the left of a selected item and press the 'ENTER' key to obtain the IPO - Transaction Inquiry Screen displaying the following additional details for that transaction and (Figure 2):

- Orig Del/Recv Customer: the original internal customer number of the delivering Participant or the receiving Participant.
- Scrb Del/Recv Customer: the system-scrubbed internal customer number of the delivering Participant or the receiving Participant.

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2.03.6 How To Browse IPO Transactions (continued)

```
IP21 / TXBE          THE DEPOSITORY TRUST COMPANY          DATE: MM/DD/YY
00002199-99          IPO - TRANSACTION INQUIRY              TIME: HH:MM:SS
=====
CUSIP       : 9891PO106   STATUS : H - PENDING           INPUT TYPE : IPO
FUNC TYPE   : 0100 ( IPO RELEASE ) DATE-TIME : 1996-08-13-03.10.03.596857
DELV PART ID : 00002199 ( XYZ COMPANY ) RECV PART ID : ( )
ROLE TY     :
ID-AGENT    :
ORIG CUSTOMER : CUST-1      ORIG CUSTOMER :
SCRB CUSTOMER : CUST1       SCRIB CUSTOMER :
SYND CLR-MEM/EXEC-BRK : 00002199 / 00002199
CUST BIA    :

SHARES      : 0000000000500.0000000
TRADE DATE  : 1996-09-24          PRICE : $0000000100

ATP LOG ID   : 000000000          RECLAIM ATP LOG ID : 000000000
BUS DATE (YYDD) : 00000          RECLAIM BUS DATE (YYDD) : 00000
ACTIVITY CODE : 000              CUST ACCT TRF AMT : $00000000000.000
ACCOUNT TYPE :

PF3/15:PREV SCRN  PF7/19:MENU  PF8/20:EXIT FUNC  PF9/21:SIGNOFF
```

Figure 2. IPO - Transaction Inquiry Screen displaying details

Step 5 Press any of the following:

- 'PF3/15' key to return to the IPO - Pending Transaction Inquiry Screen.
- 'PF7/19' key to return to the IPO - Tracking System Inquiry Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session

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2.03.7 How To Browse Customer-Level Detail Information By Participant-Issue (Old Method)

The procedures described in this section represent the old method of obtaining customer-level detail by Participant-issue and are in the process of being eliminated. For current procedures and screen information, use Option 3 and refer to Section 2.03.5, How to Browse Customer-Level Detail Information By Participant-Issue.

- | Step | Action |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step 1 | Select Option 5 on the IPO - Tracking System Inquiry Menu Screen and press the 'ENTER' key to obtain the IPO - Customer-Level Details By Participant-Issue Screen (Figure 1). |

```

IPOI / TT64   DEPOSITORY TRUST COMPANY   DATE: MM/DD/YY
00002199-99 IPO - CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE   TIME: HH:MM:SS
-----
CUSIP:          DESC:
PARTICIPANT:    CUSTOMER(OPT):          ID AGENT(OPT):
-----
                SYNDICATE          SHARE QUANTITY
ID-AGENT  CUSTOMER  CLR-MEM  EXEC-BRK
-----
PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD

```

Figure 1. IPO - Customer-Level Details By Participant-Issue Screen

- Step 2 Enter the following information on the IPO - Customer-Level Details By Participant-Issue Screen:
- CUSIP: a valid 9-digit CUSIP number.
 - Participant: the Participant number, for Group Users only.
 - Customer (Opt): the internal customer number; optional.
 - ID Agent (Opt): the ID Agent number; optional.

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2.03.7 How To Browse Customer-Level Detail Information By Participant-Issue (Old Method) (continued)

Step 3 Press the 'ENTER' key to obtain the IPO - Customer-Level Details By Participant-Issue Screen displaying the following information (Figure 2):

- Desc: the CUSIP description.
- Customer: the internal customer number.
- ID Agent: the identifying number of the ID Agent.
- Syndicate:
 - Clr-Mem: the Participant number of the clearing member.
 - Exec Brk: the Participant number of the syndicate member who originally delivered the IPO shares.
- Share Quantity: (signed field)
 - Alloc: the number of shares allocated to the Participant during the initial distribution.
 - Avail: the number of shares available to the Participant.
 - Flipped: the number of shares potentially flipped by the customer.
- Totals Alloc: the sum of the allocated shares.
- Totals Avail: the sum of the shares available to the Participant.
- Totals Flip: the sum of the potentially flipped shares.

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2.03.7 How To Browse Customer-Level Detail Information By Participant-Issue (continued)

```
IPOI / TT64 DEPOSITORY TRUST COMPANY DATE: MM/DD/YY
00002199-00 IPO - CUSTOMER-LEVEL DETAILS BY PARTICIPANT-ISSUE TIME: HH:MM:SS
=====
CUSIP: 111323 11 9 DESC: IPO TEST ID AGENT(OPT):
PARTICIPANT: 00002199 CUSTOMER(OPT):
=====
ID-AGENT  CUSTOMER  SYNDICATE  SHARE QUANTITY
CLR-MEM  EXEC-BRK
1-5      00002199  00002199  ALLOC:      10,000 . 0
                                           AVAIL:      9,000 . 0
                                           FLIP :      1,000 . 0
10-5     00002199  00002199  ALLOC:      1,000 . 0
                                           AVAIL:      1,000 . 0
                                           FLIP :      0 . 0
2-5      00002199  00002199  ALLOC:      10,000 . 0
                                           AVAIL:      10,000 . 0
                                           FLIP :      0 . 0
4-5      00002199  00002199  ALLOC:      20,000 . 0
                                           AVAIL:      20,000 . 0
                                           FLIP :      0 . 0
=====
PF7/19:MENU PF8/20:EXIT FUNC PF9/21:SIGNOFF PF10/22:BACKWARD PF11/23:FORWARD
```

Figure 2. IPO - Customer-Level Details By Participant-Issue Screen displaying detailed information.

Step 4 Press any of the following:

- 'PF7/19' key to return to the IPO - Tracking System Inquiry Menu Screen.
- 'PF8/20' key to change the function.
- 'PF9/21' key to end the processing session.
- 'PF10/22' key to scroll backward.
- 'PF11/23' key to scroll forward.

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2.03.8 Messages And Corrections

| <u>Message</u> | <u>Reason</u> | <u>Corrective Action</u> |
|----------------------------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------|
| AN INVALID KEY WAS PRESSED | Self-explanatory. | Press a valid PF key. |
| BILLING FUNCTION ERROR, CONTACT NETWORK OPERATIONS | A system problem occurred. | Contact Network Operations. |
| CHECK DIGIT IS INVALID | The Participant entered an invalid CUSIP number. | Enter a valid CUSIP number. |
| CICS ERROR - ABEND CODE=XXXX, CONTACT NETWORK OPERATIONS | A system problem occurred. | Contact Network Operations. |
| CUSIP NUMBER IS INVALID | Self-explanatory. | Enter a valid CUSIP number. |
| DATABASE NOT AVAILABLE, RETRY AGAIN | A system problem occurred. | Try the function again at a later time. |
| DB2 ERROR - SQLCODE= - XXX, CONTACT NETWORK OPERATIONS | A system problem occurred. | Contact Network Operations. |
| ENTER CUSIP NUMBER | The Participant did not enter a CUSIP number. | Enter a valid CUSIP number. |
| ENTER PARTICIPANT NUMBER | Self-explanatory. | Enter a valid Participant number. |
| ENTER A VALID SELECTION NUMBER | The Participant entered an invalid selection on the Inquiry Menu | Enter a valid selection on the Inquiry Menu. |

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INTERIM PROCEDURES

THE DEPOSITORY TRUST COMPANY

2.03.8 Messages And Corrections (continued)

| <u>Message</u> | <u>Reason</u> | <u>Corrective Action</u> |
|------------------------------------------------------------------------------------------|--------------------------------------------------|--------------------------------------------------------------------|
| ERROR ACCESSING MASTER TABLES - ERROR CODE = XXX, CONTACT NETWORK OPERATIONS | A system problem occurred. | Contact Network Operations. |
| ERROR LINKING TO COTINQ, CONTACT NETWORK OPERATIONS | A system problem occurred. | Contact Network Operations. |
| FULL CUSIP NUMBER MUST BE ENTERED | An invalid CUSIP number was entered. | Enter a valid 9-digit CUSIP number. |
| FUNCTION TEMPORARILY QUIESCED, TRY AGAIN LATER | A system problem occurred. | Try the function at a later time or contact Network Operations. |
| INVALID TYPE - ENTER (I)NST. (R)ETAIL (P)RIME- BROKER (C)OMB R & P (B)ANK (A)LL | An invalid Type code was entered. | Enter I, R, P, C, B or A. |
| PARTICIPANT NUMBER IS INVALID | An invalid Participant number was entered. | Enter a valid Participant number. |
| PAST CUTOFF TIME | The IPOI function is not currently available. | Try the IPOI function at the next available time. |
| PRESS PF11 TO CONTINUE BROWSING - FIRST 150 PAGES WILL NO LONGER BE AVAILABLE | Self-explanatory. | Press the 'PF11/23' key to continue browse. |

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INTERIM PROCEDURES

THE DEPOSITORY TRUST COMPANY

2.03.8 Messages And Corrections (continued)

| <u>Message</u> | <u>Reason</u> | <u>Corrective Action</u> |
|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| PREVIOUSLY VIEWED DATA IS NOT AVAILABLE, BROWSE FORWARD OR RESTART | Self-explanatory. | Press the 'F11/23' key to continue browse or re-enter selection criteria and press 'ENTER'. |
| PROGRAM IS NOT AVAILABLE - ERROR CODE=XXXX, CONTACT NETWORK OPERATIONS | A system problem occurred | Contact Network Operations. |
| REENTER SELECTION CRITERIA OR CONTINUE BROWSING | The Participant pressed the 'ENTER' key without changing the selection criteria. | Enter new selection criteria or press one of the browse 'PF' keys. |
| THE END OF DATA HAS BEEN REACHED | Self-explanatory. | Press the 'PF10/22' key to scroll backward. |
| THE TOP OF DATA HAS BEEN REACHED | Self-explanatory. | Press the 'PF11/23' key to scroll forward. |
| THERE IS NO DATA FOR SPECIFIED SELECTION CRITERIA | Self-explanatory | No action needed. |
| YOU ARE NOT ELIGIBLE TO INQUIRE FOR THIS PARTICIPANT | The Group User Participant is not eligible to inquire for the specified Participant | Enter a valid Participant number for Group User sign on. |

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