

(Unofficial Translation*)

Code of Conduct

Multilateral Funds Transfer Instruction for Processing by BOT in an Event of Difficulty

This Code of Conduct is prepared for senders of funds transfer instructions in the Central Settlement System (CSS) to use as guidelines in complying with Article 10 (3), included by Article 1 of the Notification of the Bank of Thailand No. 5/2558 Re: Multilateral Funds Transfer (amendment 3), in case of technical difficulty. This includes an event whereby senders of funds transfer instructions have complied with the Code of Conduct on BAHTNET Services in an Event of Emergency but remain unable to send funds transfer instructions using the BOT's client backup, preventing the senders to send multilateral funds instructions to CSS for the BOT to complete the settlement.

Objectives

1. To specify the roles, responsibilities and code of conduct for an event of technical difficulty which prevents senders of funds transfer instructions from sending multilateral funds transfer instructions to CSS.
2. To foster smooth and efficient collaboration between the BOT, senders of funds transfer instructions, CSS transferring institutions/receiving institutions.

Scope

This Code of Conduct governs the roles and responsibilities of senders of funds transfer instructions and the BOT in the operation when there is a technical difficulty which prevents senders of funds transfer instructions from sending multilateral funds transfer instructions to CSS

Procedures

In an event of a technical difficulty, senders of funds transfer instructions shall act as follows.

1. Promptly notify the technical difficulty which prevents them from sending multilateral funds transfer instructions to CSS to the BOT through BAHTNET Help Desk.

* This translation is for the convenience of those unfamiliar with the Thai language. Please refer to the Thai text for the official version.

2. Notify the transferring institutions/receiving institutions who are members of the settlement round in which a technical difficulty occurs so that they are aware of the technical difficulty as well as procedures to follow according to this Code of Conduct.

3. Senders of funds transfer instructions must send all files (zipped using a zip file program with password protection according to the rules and procedures as stipulated by the BOT) to the BOT by email to BNHelpdesk@bot.or.th, including:

3.1 PDF file of a scanned image of “Multilateral Funds Transfer Instruction for Processing by BOT in an Event of Difficulty” that is signed by the authorized persons of the senders of funds transfer instructions

3.2 File containing multilateral funds transfer instructions

3.3 PDF file of a scanned image of the document containing details of multilateral funds transfer instructions that is signed by the authorized persons of the senders of funds transfer instructions as per 3.1

In case that the file in 3.2 cannot be sent, only the Multilateral Funds Transfer Instruction for Processing by BOT in an Event of Difficulty as per 3.1 and the document containing details of multilateral funds transfer instructions as per 3.3 shall be sent to the BOT along with an explanation.

4. After senders of funds transfer instructions have proceeded as per 3, the BOT shall telephone the persons who signed the “Multilateral Funds Transfer Instruction for Processing by BOT in an Event of Difficulty” to retrieve the password for the zip file and request confirmation on the accuracy and completeness of information contained in the multilateral funds transfer instructions sent to the BOT. Once confirmation is received, the BOT shall proceed to make settlements as per the funds transfer instructions.

5. Send the original “Multilateral Funds Transfer Instruction for Processing by BOT in an Event of Difficulty” as per 3.1 to the BOT on the next business day.

6. Confirm the transactions that the BOT net settle as per the funds transfer instruction in 3 in “Confirmation of Settlement in the CSS” of the BAHTNET by 10.00 hrs. on the next business day.