

# CANADIAN PAYMENTS ASSOCIATION

## LVTS RULE 5

### POINT OF CONTACT

**LVTS Rule 5, December 1998:** as amended October 2000, July 20, 2001, October 6, 2003, February 23, 2006, August 14, 2006, December 4, 2006, April 8, 2013, January 3, 2016, and August 21, 2017.

**POINT OF CONTACT**

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## POINT OF CONTACT

- CONTACT LIST** 5.1 Notwithstanding Rule 2.7, each Participant shall identify at least a primary contact and an alternate contact for each of the following areas of responsibility (with the exception of CLS operations which is applicable only to Participants that process CLS-related payment messages):
- a) LVTS Overall Responsibility;
  - b) LVTS Payment Operations;
  - c) LVTS Cash Management;
  - d) LVTS Pledging Management;
  - e) LVTS Bilateral Credit Limit Management;
  - f) LVTS Settlement Responsibilities;
  - g) CLS operations (00:00 - 08:00)
  - h) LVTS after hours contact (between 19:00 – 23:30 Monday to Thursday and 19:00 Friday to 23:30 Sunday);
  - i) LVTS Technical Responsibilities (Participant Workstations, etc.);
  - j) Bilateral Netting (for contingency situations);
  - k) LVTS Contingency Mode;
  - l) LVTS Working Group;
  - m) STP Contacts for LVTS Payment Processing;
  - n) LVTS Emergency Committee Contact; and
  - o) LVTS Investigation
- PRIMARY AND ALTERNATE** 5.2 A Participant may identify the same person as the primary or alternate contact for more than one area of responsibility. However, the same person may not be the primary and alternate contact for the same area of responsibility.
- NOTICE** 5.3 Each Participant shall provide the Association with a complete list of the Participant's primary and alternate contacts for each of the above areas of responsibility along with the telephone (or cellular) number, facsimile number and e-mail address (optional) where each such contact may be reached at all times during any LVTS Cycle (contacts for CLS operations shall be available between 00:00 hours and 08:00 hours, while other non-CLS contacts shall be available between 07:00 hours and 19:30 hours). Notice of any changes made by a Participant to its contact list shall, where practicable, be given to the Association at least ten (10) Business Days prior to such change coming into effect. Any change made by a Participant to its contact list shall not take effect until the later of such date as may be specified by the Participant making the change or the date the other Participants have received the notice of change from the Association.

## POINT OF CONTACT

<b>ASSOCIATION CONTACTS</b>	5.4	<p>The Association shall provide to each Participant's LVTS Overall Responsibility contact:</p> <ul style="list-style-type: none"><li>a) a complete listing of the primary and alternate contacts of each of the Participants; and</li><li>b) a primary and alternate contact for the:<ul style="list-style-type: none"><li>i. Association's LVTS Participant Administration (general, membership and security information);</li><li>ii. Office of the Association's President;</li><li>iii. General contact for LVTS;</li><li>iv. LVTS Help Desk;</li><li>v. LVTS information request;</li><li>vi. CLS operations;</li><li>vii. LVTS Working Group; and</li><li>viii. LVTS systems information.</li></ul></li></ul> <p>along with the telephone number and facsimile number where each such contact may be reached at all times during any LVTS Cycle (contacts for CLS operations shall be available between 00:00 hours and 08:00 hours, while other non-CLS contacts shall be available between 07:00 hours and 19:30 hours).</p>
<b>NOTICE</b>	5.5	<p>The Association shall provide to each Participant notice of any changes made by a Participant or the Association to its contact list as soon as Practicable after having received the notice of change.</p>
<b>SUMMARY LIST</b>	5.6	<p>A summary of all such contact lists for the Participants and the Association shall be published and distributed annually by the Association. The Association will distribute changes to a Participant's contact list as required. Copies of the summary list may also be obtained from the Association on request.</p>
<b>FORM OF NOTICE</b>	5.7	<p>Unless specifically provided to the contrary in any Rule, any notice or other communication provided or permitted under the LVTS By-law or any Rule made pursuant to the LVTS By-law, shall be transmitted by free format SWIFT message, facsimile or e-mail transmission. Each notice shall be addressed to the person identified as the primary or alternate contact for the appropriate area of responsibility as provided by this Rule.</p>
<b>HELP DESK INFORMATION</b>	5.8	<p>The Help Desk information is as follows: Telephone Number 1-800-263-8863 Fax Number 1-613-688-1123</p>