

# **Guidelines of China Financial Futures Exchange on the Management of the Private Network for Members (Provisional)**

(Adopted on April 1, 2011)

## **Chapter I General Provisions**

**Article 1** These Guidelines are formulated in accordance with the *Measures of China Financial Futures Exchange on Membership Management* and other rules for the purposes of regulating the access and use of the Private Network for members of China Financial Futures Exchange (the “Exchange”) and safeguarding the security, stability, and sound operations of technical systems.

**Article 2** For the purpose of these Guidelines, “Private Network for Members” or “Private Network” refers to the private network of the Exchange which is accessed by members for trading, clearing, receiving market data, and other relevant activities, excluding members’ trading-related internal LAN or WAN.

**Article 3** Members shall comply with these Guidelines when accessing and using the Private Network for relevant business activities.

## **Chapter II Access**

**Article 4** Members may connect to the Private Network through Remote Direct Access, Hosted Access, LAN Access, Inter-Exchange Link Access, Dial-Up Access, and other means permitted by the Exchange.

“Remote Direct Access” refers to direct access to the Private Network through local or long-distance dedicated lines.

“Hosted Access” refers to access to the Private Network through an entity that provides colocation services to members.

“LAN Access” refers to access to the Private Network through the local area network designated by the Exchange.

“Inter-Exchange Link Access” refers to access to the Private Network through the links of Shanghai Futures Exchange, Zhengzhou Commodity Exchange, or Dalian Commodity Exchange.

“Dial-up Access” refers to access to the Private Network through remote dial-up.

**Article 5** In the case of Remote Direct Access, key equipment such as access routers and communications servers shall have backups; communication links shall be supplied by different operators; and link technologies and management indicators shall meet the member-specific requirements of the Exchange on link backup and bandwidth on an ongoing basis.

**Article 6** In the case of Hosted Access, the member shall require the colocation service provider to use a dual-link setup for connecting to the Private Network.

**Article 7** In the case of LAN Access, the member shall have another backup mode of access.

**Article 8** Inter-Exchange Link Access and Dial-up Access may only be used by members as their backup or emergency mode of access.

**Article 9** Members shall configure such parameters as network protocols and IP address for accessing the Private Network in accordance with the requirements of the Exchange.

**Article 10** Members shall use static routing to access the Private Network.

**Article 11** Without authorization, members shall not remove remote direct links or change the purpose of the communication links that are connected to the Private Network.

**Article 12** Members shall conduct regular drills on the switchover between primary and backup communication links to the Private Network.

**Article 13** Each member shall designate a dedicated person to be in charge of the access and use of the Private Network, and shall receive the supervision and examination by the Exchange.

**Article 14** Matters concerning members' addition, change, and removal of links to the Private Network as well as related connection tests shall be governed by procedures of the Exchange on link services and testing.

### **Chapter III Basic Security Management**

**Article 15** Members shall develop a sound security protocol governing the access and use of the Private Network.

**Article 16** Members shall keep all parameters for the Private Network strictly confidential and prevent the leakage of such information.

**Article 17** Members shall effectively segregate the dedicated links for accessing the Private Network from the internet, office networks, and the intranets of their branch offices.

**Article 18** Members shall strictly control the number of terminals that can access and use the Private Network and shall prohibit such access by unauthorized terminals.

**Article 19** Members shall regularly assess the risks associated with the Private Network and timely rectify any vulnerabilities discovered.

**Article 20** Members shall timely evaluate and update the software patches installed on the computers and network equipment connected to the Private Network.

**Article 21** Members shall implement effective anti-virus scanning and protection solutions for the computers connected to the Private Network.

**Article 22** Members shall perform security scanning for and enhance the security of the equipment connected to the Private Network on a regular basis and close unnecessary ports.

**Article 23** Members shall check and filter the data to be transmitted through the Private Network to prevent viruses, malicious codes, and data irrelevant to futures transactions from being transmitted through the Private Network.

#### **Chapter IV Day-to-Day Operation and Maintenance**

**Article 24** Members shall develop a robust day-to-day operation and maintenance system and relevant work procedures for the use of the Private Network. Members shall conduct operation and maintenance in accordance with such procedures and record and review their work.

**Article 25** Members shall set up dedicated positions for managing the day-to-day network operation and maintenance in relation to the Private Network.

**Article 26** Members shall maintain functional links to the Private Network. Members' order routing equipment shall be connected to the gateway of the Exchange before 8:30 a.m. each trading day.

**Article 27** During trading sessions, members shall monitor the links and equipment connected to the Private Network and keep necessary records.

**Article 28** Members shall keep a record of the day-to-day operations, fix of malfunctions, and resolution of accidents relating to the Private Network.

**Article 29** Members shall retain and keep up-to-date with the contact information of the IT Department of the Exchange and relevant telecommunications system operators.

#### **Chapter V Change Management**

**Article 30** Members shall establish a management framework and relevant work procedures for changes of equipment and link configuration in respect of the Private Network.

**Article 31** Members shall assign dedicated staff to be in charge of changes relating to the Private Network.

**Article 32** Any member that needs to temporarily close a link due to a Private Network-related change shall file the change for record in advance as required by the Exchange.

**Article 33** Any member that needs the Exchange's cooperation in relation to a Private Network-related change shall obtain the consent of the Exchange and list in detail the tasks which require the Exchange's cooperation.

**Article 34** Any member that makes any Private Network-related change shall assess the change in advance, record the steps taken to implement the change, and conduct a review after the change takes place.

**Article 35** Any member intending to implement a change with a high degree of risk shall develop an emergency and rollback plan and conduct drills before official implementation.

**Article 36** Members shall, to the extent practicable, avoid Private Network-related changes during trading sessions.

## **Chapter VI Emergency Management**

**Article 37** A member shall formulate a viable emergency response plan in accordance with relevant rules and in view of its access and use of the Private Network.

**Article 38** Each member shall formulate an emergency drill plan in respect of the Private Network and carry out drills accordingly.

**Article 39** After resolving an emergency, members shall timely ascertain its causes, summarize the findings, and develop an improvement plan.

**Article 40** Members shall strengthen training on emergency response.

**Article 41** Members shall participate in the Private Network tests and emergency drills organized by the Exchange and keep relevant records.

## **Chapter VII Ancillary Provisions**

**Article 42** The Exchange reserves the right to interpret these Guidelines.

**Article 43** These Guidelines shall come into effect on the date of release.