

The Process





MODELLING

CMS builds and maintains unique models for every site in your network



DATA CMS re

 $\ensuremath{\mathsf{CMS}}$ receives a daily data feed containing latest balances and calculates cash flow from this



RECOMMENDATIONS

Order recommendations prepared for sites by our analysts



ORDERING

Each site logs on to the system when an order is to be made, once logged on, recommendations are present



COMMUNICATION

Discuss local conditions with our analysts via the online chat system



HEAD OFFICE

Head office can view all orders placed, Head office can also modify an amount, denominations & delivery times



REPORTING

Full management reporting, real time balances & historical information



CMS Recommendations



The CMS solution provides an online web portal for managing your cash holdings. Recommendations to order or process collections will be provided on a daily basis.

The forecasts are produced by experienced CMS mathematicians using specialist models that have been developed in conjunction with the directive your Head Office has provided.

Sales are forecasted for the current ordering period which CMS would define from the time of the latest balance up to the end of the day of the next delivery.

The main factors that are accounted for are;



CMS would advise that recommendations should only be altered in the case of large unexpected sales and/or customer orders. Please note that these will be retrospectively analysed by your Head Office and FX Operations team to ensure that the functionality is being used appropriately.

Daily Process



Login

- Review customer orders and upcoming events (2)
- Check the order screen to review recommendations 3
- Place order and/or collection



Login Screen





Home Page



Raising an Issue



You can report any delivery or collection issues by clicking the "Raise Issue" button next to the corresponding order/collection on the Home Page.

You will then be presented with the following screen.

Please fill in any relevant details and CMS will escalate where appropriate. These may include, but are not limited to, late or failed services, delivery discrepancies, etc.

| Order Reference: | | 1 | | Close Issue | Print | |
|--|---|-----------------------|-----------------|-----------------------|---------------|--|
| Order Date: | | 15/04/201 | .5 | | | |
| Customer: | | 5001 | | | | |
| Branch Reference: | | MS5193 (Marble Arch) | | | | |
| Ordered by: | | | | | | |
| Order Amount: | | 4000 | | | | |
| Requested delivery | date: | 17/04/201 | .5 | Actual Delivery Date: | 16/04/2015 | |
| Time Window: | | | | In Window | Out of Window | |
| | | | 0 | | | |
| Order status: | | Submitte | d | | | |
| Order status: | | Submitte | d | | | |
| Order status: Denomination | Orde | Submitte r Amount | d Actual Ame | punt | | |
| Order status: Denomination £50 | Orde 4000 | Submitte r Amount | d Actual Am | ount | | |
| Order status: Denomination £50 £20 | Orde 4000 0 | Submittee r Amount | Actual Ame | punt | | |
| Order status: Denomination £50 £20 £10 | Orde 4000 0 0 | Submitter r Amount | Actual Ame | bunt | | |
| Order status: Denomination £50 £20 £10 £5 | Orde 4000 0 0 | Submitter | Actual Ame | punt | | |
| Order status: Denomination £50 £20 £10 £5 Total: | Orde 4000 0 0 0 4000 | Submittee | Actual Ame | ount | | |
| Order status: Denomination £50 £20 £10 £5 Total: | Orde 4000 0 0 4000 | Submittee | Actual Ame | punt | | |
| Order status: Denomination £50 £20 £10 £5 Total: Issue Opened By: | Orde 4000 0 0 4000 | r Amount | d Actual Ame | Dunt | | |
| Order status: Denomination £50 £20 £10 £5 Total: Issue Opened By: Issue Closed By: | Orde 4000 0 0 4000 Oper Close | r Amount | d Actual Ame | ount | | |

Placing an Order/Collection



| | Mar | | Ар | ril 20 | 15 | <u>May</u> | |
|---|-----|----|----|--------|----|------------|----|
| | Mon | | | | | | |
| The delivery date selected is: Fri 24/04/2015 | 30 | 31 | 1 | 2 | 3 | 4 | 5 |
| Cash Duo In: 0 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| This is your opening balance: | 27 | 28 | 29 | 30 | 1 | 2 | 3 |
| | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Total: 1012 Next | | | | | | | |

The latest balance will be automatically populated via a data feed from your Head Office.

Please note, any typical demand and change in balance will have been accounted for in the recommendation. After clicking on "Order" > "Note Recommendation" you will be presented with a screen that displays your latest balance and the next possible delivery date.

After clicking "Next" you will be presented with today's recommendation.

Although there will be no recommendations for Coin, placing an order is done following the same process via the "Order" > "Coin Recommendation". *Note, coin ordering is for UK mainland stores only.*

Placing an Order



This image highlights how Order recommendations will be displayed. In this case, an order recommendation of 8,000 is present.

If a recommendation is present, the System will provide predetermined order amounts by denomination. You can change these, if required. Please note, these amounts must be in multiples (or bundles) of the minimum amount.

Note, you can place both an order and a collection together. For example, you may have some denominations that you cannot use.

Once your order and/or collection is complete, click "Next" and you will be presented with a page to check and confirm. You will have the ability to amend this order up until the time it is submitted to the supplier.

| Ordering | | | | | Collections | |
|---|--|---|--|-----------|-----------------------|--------------------------------------|
| An order is rec | ommend | led | | | A collection is n | ot recommended |
| The recommended If required, adjust Cash Due In: 0 | order is 8 order amo | ,000 unts for Fri 24/0 4 | 4/2015 | | If required, adjust o | ollection amounts for Fri 24/04/2015 |
| Denomination £50 £10 £5 £2 £1 50p 20p 10p 5p 2p 1p | Multiple 1000 1000 200 20 10 10 5 5 1 1 1 | Recommended 5000 0 0 0 0 0 0 0 0 0 0 0 0 | Amount 5000 3000 0 0 0 0 0 0 0 0 0 0 0 0 | | | |
| | | | | Back Next | | |

Placing a Collection



This image highlights how collection recommendations will be displayed. In this case, a collection recommendation of 4,000 is present.

If a recommendation is present, the System will enter the recommended total amount for you. You can change this, if required.

Note, you can place both an order and a collection

together. For example, you may have some denominations that you cannot use.

Once your order and/or collection is complete, click "Next" and you will be presented with a page to check and confirm. You will have the ability to amend this order up until the time it is submitted to the supplier.

| Ordering | | Collections |
|--------------------|----------------------------------|---|
| An order is not | t recommended | A collection is recommended |
| | | The recommended collection is 4000 |
| f required, adjust | order amounts for Mon 27/04/2015 | If required, adjust collection amounts for Mon 27/04/2015 |
| ash Due In. o | | Amount 4000 |
| Denomination | Multiple Recommended Amount | 06.07.300200 |
| £50 | 1000 | |
| £20 | 1000 | |
| £10 | 1000 | |
| £5 | 500 | |
| £2 | 20 | |
| £1 | 20 | |
| 50p | 10 | |
| 20p | 10 | |
| 10p | 5 | |
| 5p | 5 | |
| 2p | 1 | |
| 1p | 1 | |
| | Total: 0 | |
| | | |
| | | Back Next |
| | | DOCK |

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Summary Pages

When an order or sell off is placed, the user is presented with a summary page.

This can be printed or accessed from the home page at a later stage.

| Order Summari | | | | | |
|--------------------|------------------|------------------|-----------|-----------------|---|
| order Summary | | | | | |
| Order Reference: | 1 | | | | |
| Recommended Amo | ount: 8,000 | | | | |
| Branch Reference: | MS5450 (Antrim) | | | | |
| Placed By: | Ian Clarkson | | | | |
| Order Amount: | 8,000 | | | | |
| Requested Delivery | Date: 24/04/2015 | | | | |
| Order Date: | 22/04/2015 | | | | |
| Order Status | Submitted | | | | |
| Scheduled Order Da | av Yes | | | | |
| Over Limit Reason: | , , | | | | |
| | | | | | |
| Denomination | Amount | | | | |
| £50 | 5,000 | | | | |
| £20 | 3,000 | | | | |
| £10 | 0 | | | | |
| £5 | 0 | Order Summary | | | |
| £2 | 0 | order Summary | | | |
| £1 | 0 | | | | I |
| 50p | 0 | Order Reference: | | 1 | |
| 20p | 0 | Branch Reference | 91 | MS5450 (Antrim) | |
| 10p | 0 | Placed By: | | Ian Clarkson | |
| 5p | 0 | Order Amount: | | 0 | |
| 2p | 0 | Requested Delive | ery Date: | 27/04/2015 | |
| 1p | 0 | Order Date: | | 23/04/2015 | |
| | | Order Status | | Submitted | |
| | | Scheduled Order | Day | Yes | |
| Total: | 8,000 | Over Limit Reaso | n: | | |
| Summer of Calls | stien Dataila | Donominati | an Amo | unt | |
| Summary of Colle | | CEO. | | unc | |
| Amount: | 0 | 530 | 0 | | |
| | | £20 | 0 | | |
| Print | | £10 | 0 | | I |
| | | £5 | 0 | | I |
| | | £2 | 0 | | I |
| | | £1 | 0 | | I |
| | | 50p | 0 | | |
| | | 20p | 0 | | I |
| | | 10p | 0 | | I |
| | | 5p | 0 | | |
| | | 2p | 0 | | I |
| | | 1p | 0 | | |
| | | Total: | 0 | | |
| | | | | | |
| | | Summary of Co | nection | 4 000 | I |
| | | Recommended: | | 4,000 | I |
| | | Amount: | | 4000 | |
| | | Print | | | |
| | | | | | |

Other Functions



To change your password, use the "Change Password" menu and you will be presented with the following screen.

| Linange Password | | | |
|------------------------|-------|------|--|
| Please enter a new pas | sword | | |
| Password: | | | |
| russiloru. | | | |
| Re-enter Password: | | | |
| | Cha | inae | |

If you have access to more than one store, click the "Switch Branch" button and you will be presented with a drop down list of your available stores.

| Switch Brand | n | |
|-----------------|--------|---|
| Current Branch: | MS5193 | |
| New Branch: | ~ | · |
| | | |

