

GlobalLINK User Administration Disclosure

GlobalLINK™ Product	User Timeout	Configuration Options
FX Connect®	12 hours of inactivity	Standard across users
TradeNeXus®	12 hours of inactivity	Standard across users
SSI Search	30 minutes of inactivity & 2 hours total session	Standard across users

GlobalLINK Authorized Approver/Access Request Process

The information below describes the process for granting access to Authorized Persons for the GlobalLINK Product(s) or associated systems that support the functionality of such GlobalLINK Product (each an “Application”). This process is controlled by the individuals that can designate the Authorized Persons for User(s), (“Authorized Approver”). Unless otherwise defined herein, all capitalized terms shall have the same meaning as set forth in the Agreement or the GlobalLINK Terms and Conditions. The Authorized Approver form requires the below information:

- Authorized Approver’s full name
- Authorized Approver’s business phone number, (non-mandatory)
- Authorized Approver’s business email address

Application(s) the Authorized Approver can grant/edit access and entitlements for Authorized Persons. Completed Authorized Approver forms need to be sent to glhelp@statestreet.com.

Authorized Approvers are required to provide via email the following information for Authorized Persons’ Application access, modification or deletion:

- Full name of Authorized Person
- Institution ID (for existing Authorized Persons only)
- Phone number of Authorized Person, (non-mandatory)
- Business email address of Authorized Person
- Legal Entity Identifier (LEI) the Authorized Person acts behalf of
- Physical location (Country) the user will access the application(s) from
- The Application(s) and entitlements that the Authorized Person requires access, modification or deletion of entitlements for

User ID and Password Management

For GlobalLINK clients, every authorized user account is required to be unique and follows the GlobalLINK naming configuration. After authorized user account creation, the user will receive a welcome email directing them to the GlobalLINK Access Management (GLAM) self-service tool. In GLAM, authorized users are required to create a security profile, request and change their temporary password, and download a digital certificate prior to accessing the GlobalLINK application(s).

Password Management for GlobalLINK Applications

Password Requirements:

- Passwords must be a minimum of twelve (12) characters for human ids and a minimum of sixteen (16), maximum of eighteen (18) characters for non-human ids (process ids)
- Passwords must be different from the user ID
- Passwords must contain a minimum of one character from the four categories below:
 - upper case letter
 - lower case letter
 - numeric
 - special characters

Password Controls:

- Initial password is temporary, and must be changed prior to login
- Prevents the recycling or reuse of passwords for at least 12 months

After 180 days, passwords expire and need to be reset. If a password is incorrectly entered five consecutive times, the password is automatically disabled.

Users that have disabled their password can reset their password via the Self-Service tool, (GLAM).

Users who have not logged into the system for a period of more than 60 days will be inactivated. Users who have not logged into the system for a period of more than 365 days will be deleted.

If users require any access assistance where they are unable to use the Self-Service tool they can contact glhelp@statestreet.com.

Client Authorized Person Access Reviews:

Client(s) may request Authorized Person access reviews on an ad-hoc basis, via SFTP or through the GlobalLINK Data Portal. The client is required to provide the specific data elements needed for the access review.

All requests in respect of Application access, modification or deletion for any Authorized Persons must be sent by an Authorized Approver to glhelp@statestreet.com.