KB Securities

SO Conditional Order Instructions

KB BUDDY WTS & KB BUDDY PRO

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1. **Definition**

   Split Order (SO) is an order that divides a large order into multiple smaller orders, which can be split based on various criteria such as **volume, price, time interval**, etc.

   In which:

   - **Total Volume:** The total number of securities that an investor wants to buy or sell. This represents the large order (**original order**) that needs to be divided into smaller orders (**sub orders**).

   - **Split Volume:** The volume of each sub order when the system splits the original order. The split volume must be a multiple of the **round lot** as per the exchange's regulations. Sub order volume = Split volume +/- Volume range (if applicable).

   - **Order Price:** The limit price (**LO**) at which the sub order is placed. Sub order price = Order price +/- Price range (if applicable).

   - **Trigger Type:**

     - **All at once:** The system splits the origianl order into sub orders and submits all sub orders at once.

     - **After a time interval:** The system splits the original order into sub orders and submits each order at a predefined time interval set by the investor.

     - **After previous order is fully executed:** The system generates the next sub order only after the previous sub order has been completely executed.

2. **Purpose**

   Allow investors to break down a large order into multiple smaller orders under the same sub-account and configure the execution timing as desired.

3. **Validity and Activation Conditions**

   - At the time of order splitting, if the sub-account does not meet conditions for buying power, selling limits, etc., the current sub order being split and the remaining sub orders will be canceled. By the end of the trading day, any unexecuted sub orders will be canceled, and the original SO order will be marked as Expired.

   - The volume of each sub order must be a multiple of a round lot according to the exchange's regulations. Sub orders will continue to be generated until the remaining volume reaches zero. The final sub order may have a volume equal to or smaller than the previous ones.

   - Orders can only be split during continuous matching sessions and cannot be split during periodic call auctions.

   - If (Order price – Price range) < Floor price, the sub order will be placed at the floor price. If (Order price + Price range) > Ceiling price, the sub order will be placed at the ceiling price.

   - Once triggered, sub orders cannot be canceled or modified.

   - For the **"After time interval"** trigger type:

     o Orders cannot be split during ATO, ATC sessions or during the lunch break (11:30AM–1:00PM).

     o Investors can modify the timing of pending sub orders before activation.

   - Split Orders are only valid for the current trading day.

4. **Example**

▪ **Example 1: Split Order (SO) with "All at Once" Trigger Type**

An investor wants to buy a total of 100,000 AAA shares at an average price around 21,700. The investor prefers to split the order into multiple sub orders, each with a volume of 20,000 shares, allowing for a volume range of 1,000 shares. The order price is 21,700, with a price range of 0.2. All sub orders will be generated at once. The investor places a Conditional SO order with the following details:

- o **Stock Symbol:** AAA
- o **Order Type:** SO – Buy
- o **Total Volume:** 100,000
- o **Split Volume:** 20,000
- o **Volume Range:** 1,000
- o **Order Price:** 21.7
- o **Price Range:** 0.2
- o **Trigger Type:** All at Once

Order Execution Process:

At the time of order activation, the system will continuously generate sub orders with randomized volumes and prices (Sub Order Volume = Split Volume +/- Volume Range and Order Price = Placed Price +/- Price Range) until the remaining volume reaches zero.

- o Order 1: Sub order volume = 20,000 + 1,000 =21,000, Order price = 21.7 + 0.2 = 21.9
- o Order 2: Sub order volume = 20,000 – 1,000 = 19,000, Order price = 21.7 + 0.2 = 21.9
- o Order 3: Sub order volume = 20.000 + 1,000 = 21,000, Order price = 21.7 – 0.2 = 21.5
- o Order 4: Sub order volume = 20,000– 1,000 = 19,000, Order price = 21.7 + 0.2 = 21.9
- o Order 5: Sub order volume = 20,000– 1,000 = 19,000, Order price = 21.7 – 0.2 = 21.5
- o Order 6: Sub order volume = 1,000, Order price = 21.7 + 0.2 = 21.9

Once the sub orders are placed in the system, the original order status updates to Activated. The original order is marked as "Completed" if all sub orders are fully executed. If any sub order remains unexecuted by the end of the trading day, the original order status changes to "Expired."

▪ **Example 2: Split Order (SO) with "After Previous Order Fully Executed" Trigger Type**

Investor wants to sell 100,000 AAA shares at a price around 21,700. However, instead of executing all sub orders at once, the investor prefers to place each sub order sequentially, ensuring that the next order is generated only after the previous one is fully executed.

The investor places a Conditional SO order with the following details:

- o **Stock Symbol:** AAA
- o **Order type:** SO – Sell
- o **Volume:** 100,000
- o **Split Volume:** 20,000

- o **Volume Range (+/-):** 1,00
- o **Order Price**: 21.7
- o **Price Range (+/-):** 0.2
- o **Trigger Type:** After Previous Order Fully Executed

Order Execution Process

At the time of activation, the system will generate a sub order with a randomized volume and price (Sub Order Volume = Split Volume +/- Volume Range and Order Price = Placed Price +/-Price Range) and send it to the exchange. Once this sub order is fully executed, the system will generate the next order and continue the process until the remaining volume reaches zero.

- o The first sub order is randomly generated with a volume = 20,000 - 1,000 = 19,000 and an order price = 21.7 + 0.2 = 21.9 (referred to as Order 1).
- o Once Order 1 is fully executed, the system generates Order 2 with a volume of = 20,000 + 1,000 = 21,000 and an order price = 21.7 + 0.2 = 21.9.
- o After Order 2 is fully executed, the system generates Order 3 with a volume = 20,000 + 1,000= 21,000 and a placed price = 21.7 - 0.2 = 21.5.
- o After Order 3 is fully executed, the system generates Order 4 with a volume = 20,000- 1,000 = 19,000 and an order price = 21.7 – 0.2 = 21.5
- o Once Order 4 is fully executed, Order 5 is generated with a volume of 20,000 shares and a placed price = 21.7 + 0.2 = 21.9

When Order 1 is sent to the system, the original order's status changes to Activated. The original order will be marked Completed once all five sub orders are fully executed or Expired at the end of the trading day if any sub order remains unfilled.

- ▪ **Example 3: SO Order with Time-Interval Activation**

An investor wants to buy 100,000 AAA shares at an average price around 21,700. The investor wishes to split the order into multiple sub-orders, each with a volume of 20,000 shares, a volume range of 1,000, a placed price of 21,700, and a price range of 200. The sub-orders will be generated at 15-minute intervals. The investor places an SO conditional order with the following details:

- o **Ticker:** AAA
- o **Order Type:** SO – Buy
- o **Total Volume:** 100,000
- o **Split Volume:** 20,000
- o **Volume Range (+/-):** 1,000
- o **Placed Price:** 21.7
- o **Price Range (+/-):** 0.2
- o **Activation Type:** After a Time Interval
- o **Interval:** 15 minutes

Order Execution Process:

At the activation time, the system will generate a sub-order with a random volume and price (Sub-Order Volume = Split Volume +/- Volume Range and Order Price = Placed Price +/- Price Range), after 15 minutes, the system will generate the next sub-order and continue the process until the remaining volume reaches zero.

- o The first sub-order (Order 1) is randomly generated with a volume = 20,000 -1,000= 19,000 and a order price = 21.7+0.2= 21.9
- o After time interval = 15 minutes, the system generates Order 2 with a volume = 20,000+1,000 = 21,000 and a order price = 21.7 – 0.2 = 21.5.
- o After the next time interval = 15 minutes, the system generates Order 3 with a volume = 20.000+1.000 = 21.000 and a order price = 21.7 + 0.2 = 21.9
- o After the next time interval = 15 minutes, Order 4 is generated with a volume = 20,000 - 1,000 = 19,000 and a order price = 21.7 + 0.2 = 21.9.
- o After the next time interval = 15 minutes, Order 5 is generated with a volume = 20,000 shares and a order price = 21.7+0.2 = 21.9.

When Order 1 is sent to the system, the original order status changes to Activated. The original order will be marked Completed once all five sub-orders are fully executed or Expired at the end of the trading day if any sub-order remains unfilled.
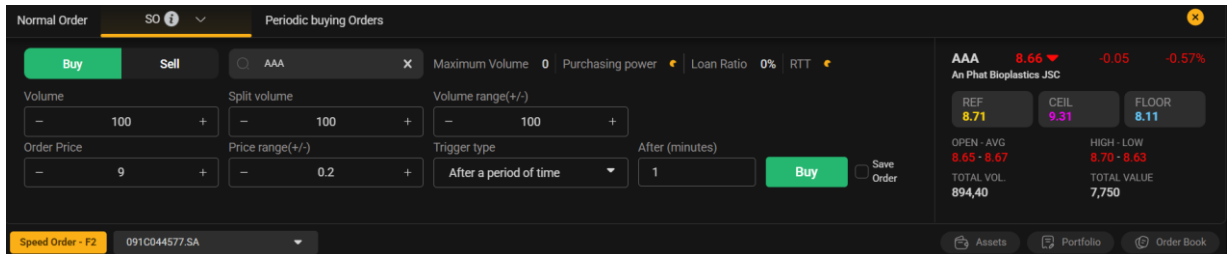
5. Order steps

❖ KB Buddy WTS

- - Step 1: Investors log into: https://kbbuddywts.kbsec.com.vn/
- - Step 2: Select **Securities Transaction/Place Order** or click the **"Speed Order"** button in the top left corner of the screen.
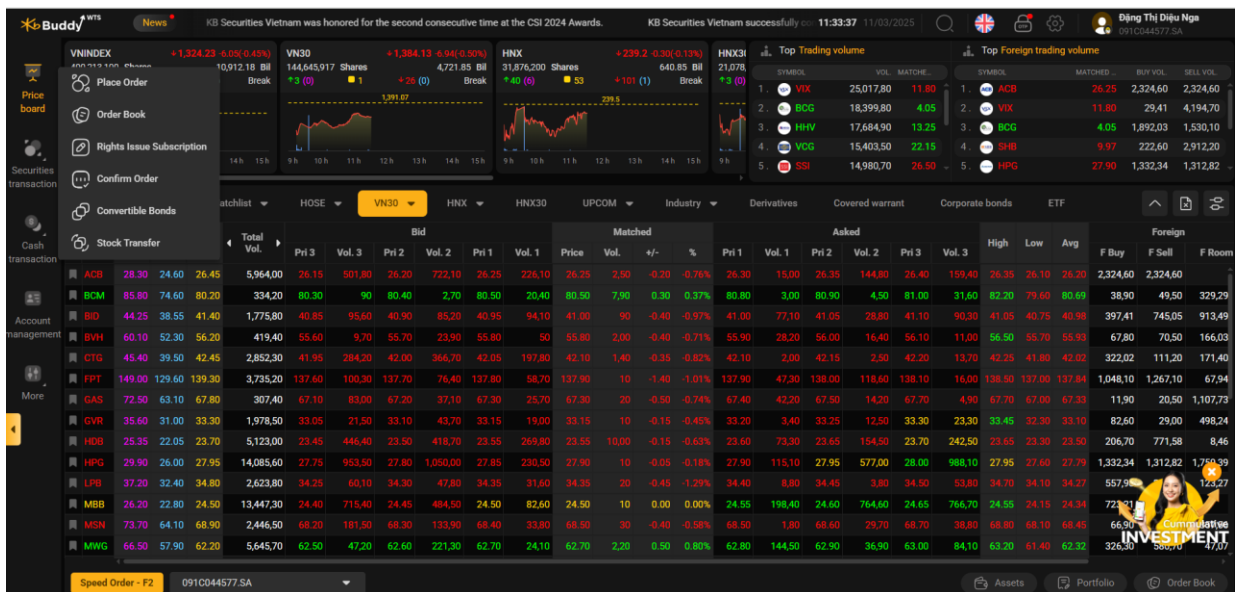
- Step 3: Select the **Conditional Order** tab and choose SO
    - o Click **Buy/Sell**
    - o Enter **Stock Symbol**
    - o Enter **Volume**
    - o Enter **Split Volume**
    - o Enter **Volume range (+/-)**
    - o Enter **Limit Price**
    - o Enter **Price range (+/-)**
    - o Select **Trigger Type**
    - o Enter **Time Interval (minutes) (For trigger type: After a period)**
    - o Click **Buy/Sell**
- Step 4: On the Order Confirmation screen, enter the OTP authentication code to complete the order.

❖ **KB Buddy Pro**

- Step 1: Investors log in to securities account on the **KB Buddy Pro** app.
- Bước 2: Select **Trade**
- Bước 3: Select **Conditional Order**, select **SO**
    - o Click Buy/Sell
    - o Enter Stock Symbol
    - o Enter Volume
    - o Enter Split volume
    - o Enter Volume range (+/-)
    - o Enter Limit Price
    - o Enter Price range (+/-)
    - o Select Trigger type
    - o Enter Time Interval (minutes) (For trigger type: After a period)
    - o Click Buy/Sell
- Step 4: On the Order Confirmation screen, enter the OTP authentication code to complete the order.
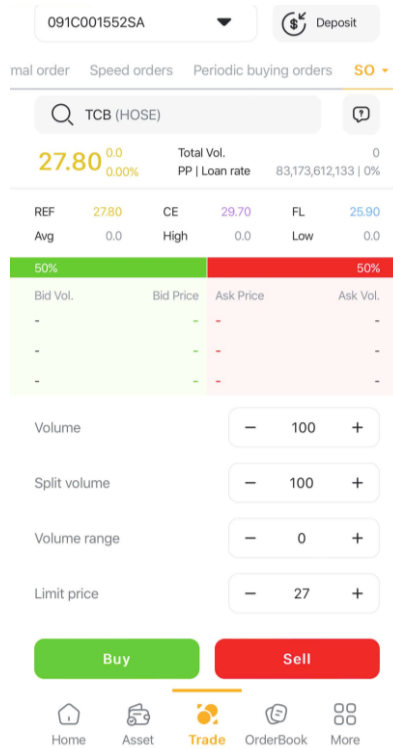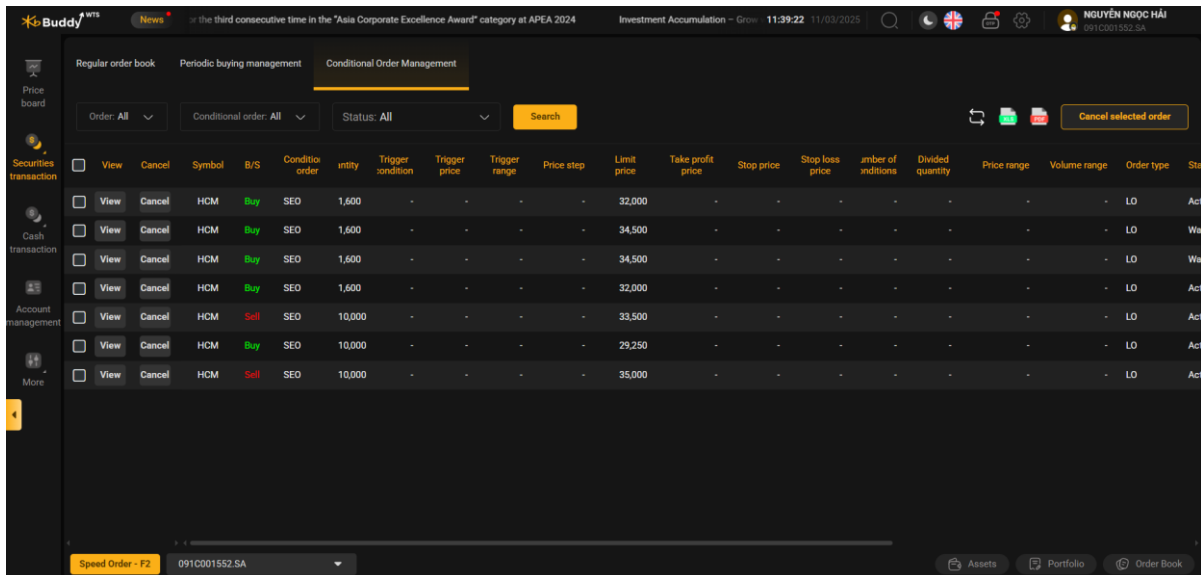
6. Managing Conditional Orders

6.1 Checking Conditional Orders

❖ **KB Buddy WTS**

Investors can view and track placed conditional orders during the day in **Securities Transaction/Order Book/Conditional Order Management.**

- Orders can be filtered by criteria: Order Type (Buy/Sell), Conditional Order Type, and Status.

- Select **"Cancel"** if the investor wants to cancel the original order (for orders that allow cancellation).

- Select **"View"** to see detailed information about the original order and triggered orders. On this screen, investors can also cancel triggered sub-orders.

- ❖ **KB Buddy Pro**

Investors can view and track placed conditional orders during the day in **Order Book/Conditional Orders.**

- Orders can be filtered by criteria: **Order Type (Buy/Sell)**, **Conditional Order Type**, and **Status**.
- Swipe left and select **"Cancel"** if the investor wants to cancel the original order (for orders that allow cancellation).
- Click on each order line to view detailed information about the original order and triggered orders.

6.2 Order Cancellation/Modification Rules

- SO orders do not allow modification of the original order or any generated sub-orders. Investors can cancel the original order and place a new one if needed.

- The original order can only be canceled when it is in the Pending Activation or Activated status.

- Sub-orders of SO orders cannot be canceled.

- The original order cannot be canceled during the ATO/ATC session.

- When canceling the original order, the system will also cancel any generated sub-orders if they are not yet executed or partially executed.