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Regulatory Circular #RG 03-31

May 1, 2003

To: Option Managers & Head Trade Checkers

From: Trading Systems Support Department

Re: Evening Trade Reconciliation Availability

The Clearing Procedures Committee has asked the Trading Systems Support Department to remind member firms that CBOE Rule 6.61, Interpretation and Policies .01, paragraph (a) states that every member must have a representative available to resolve unmatched trades and respond to advisory trades until the final trade transmission is sent to The Options Clearing Corporation.

Reprinted below is the evening processing schedule described in Regulatory Circular 02-102. **Firms are asked to provide the Trade Processing Window with the telephone numbers and/or pager numbers of individuals responsible for evening trade checking.** Also be aware that the schedule may be adjusted due to unusual circumstances. The 2nd pass input due time may be obtained by calling 786-7955 after the 1st pass unmatched info has been made available.

CBOE TRADE PROCESSING SCHEDULE EFFECTIVE NOVEMBER 25, 2002

Reported Volume (000's)	1 st Pass Input Due	Unmatched Info Available	2 nd Pass Input Due
<800	4:45 p.m.	5:00 p.m.	6:00 p.m.
800 to 999	5:15 p.m.	5:30 p.m.	6:30 p.m.
1,000 to 1,299	5:30 p.m.	6:00 p.m.	7:15 p.m.
1,300 to 1,599	5:45 p.m.	6:15 p.m.	7:30 p.m.
1,600 & over	6:00 p.m.	6:30 p.m.	8:00 p.m.

Questions regarding this memo may be directed to Charlie Hullihan at 786-7176 or Hugh O'Neill at 786-7952.