

## Common Services

### Additional On-boarding Steps for Developers

**This guide supports vendors, in-house developer teams and LM TOM Project teams who may need to publish APIs, subscribe to APIs or register an App in Common Services.**

All Organisations must already be on-boarded into the PROD environment of Common Services (CS). See 'CS On-Boarding Steps (Non-DA SATS)' guide at [tomsupports.london/common-services](https://tomsupports.london/common-services) if not already on-boarded.

This guide is designed for:

- A PM/BA/Developer in an external organisation that is:
  - Running a project to call a Market API.
  - Providing a market Application that is going to use Common Services SSO.
  - Planning to publish a new API provided by their Service.
  - Planning to subscribe to an API already offered by the API Gateway.
- A Member of a LM TOM/LIMOSS Project Team (e.g. PPL, SDC) planning to:
  - Use SSO in their Application/Service.
  - Have their App/Service call an API already offered by the API Gateway.
  - Publish a new API to be provided by their Service.

There are 3 fundamental tasks that can be completed in CS:

- Subscribing to an existing API
- Publishing a new API
- Registering an Application to use Single Sign On (SSO)

There are also 3 different environments where organisations, APIs, Apps and users can exist. Ensure that the correct environment is selected when submitting requests:

1. **PROD** – Live production environment where business users and live APIs/Applications exist. Developers and APIs/Apps under development cannot be added to the PROD environment. All organisations must be on-boarded in PROD in order to request access to PRE-PROD or SANDBOX.
2. **PRE-PROD** – Test environment for integrating APIs and Applications. This environment is suitable for developers but not for business users (except for UAT/MAT) or live data.
3. **SANDBOX** – Development environment suitable for building APIs and Apps. This environment is suitable for developers but not for business users or live data.

For further information about CS, visit: <https://tomsupports.london/common-services>. The 'Support for API Developers' section includes a list of currently available APIs and Gateway guide.

For support at any stage, email [Help@tmel.co.uk](mailto:Help@tmel.co.uk)

## Subscribing to an API

Step	Action	Notes
<b>On-Board Organisation (PROD)</b>		
1.	On-Board to the PROD environment of CS.	See 'On-Boarding Steps (Non-DA SATS)'
<b>On-Board Organisation (PRE-PROD)</b>		
2.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and explain that you wish to subscribe to an API.	
3.	Once TMEL approve your request, repeat the On-Boarding process at Step 1 for the PRE-PROD environment. You can re-use the same forms but should nominate different Authorised Contacts and users. The user accounts added should include any service accounts that will test the APIs.	You do not need to re-sign the MUA.
4.	Confirm all Authorised Contacts can access PRE-PROD by asking them to log-on to: <a href="https://pre-portal.londonmarketgroup.co.uk/sde/#/start">https://pre-portal.londonmarketgroup.co.uk/sde/#/start</a>	Refer to on boarding guides at <a href="https://tomsupports.london.com">tomsupports.london.com</a> /common-services or contact <a href="mailto:help@tmel.co.uk">help@tmel.co.uk</a> for support
<b>Request access to Dev Portal for all API Developers</b>		
5.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and ask for a blank ' <b>Template.csv</b> ' to on-board developers to Dev Portal	
6.	Complete the <b>Template.csv</b> with details of all developers who need access to the Developers Portal. Return to TMEL Service Desk via SDE.	Once complete, nominated developers can access all developer tools provided by CS
<b>On-Board to the API Gateway (PRE-PROD):</b>		
7.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and ask for a blank ' <b>API Gateway Service Request Template</b> '	
8.	This must be done once only in each environment. If your organisation has not yet performed this in the PRE-PROD Environment, Complete ONLY the ' <b>Service Request Summary</b> ' and <b>TAB B</b> of ' <b>API Gateway Service Request Template</b> '. Ensure your request states this is for <b>PRE-PROD Environment</b>	An SSL Certificate will be required to complete this form. Separate certificates are required for each environment.
9.	TMEL Service Desk review the request.	Once request is approved, the Organisation will be able to subscribe to APIs via the API Gateway in PRE-PROD.
<b>Subscribe to an API: (PRE-PROD)</b>		
10.	Depending on the API being subscribed to, there may be additional Terms & Conditions set by the API publisher that must be complied with. <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> can advise on this.	Where necessary, the Terms & Conditions of the service calling the APIs must comply with the Terms & Conditions set by the API publisher.
11.	Complete ONLY the ' <b>Service Request Summary</b> ' and <b>TAB C</b> of ' <b>API Gateway Service Request Template</b> '. Ensure your request states this is for <b>PRE-PROD Environment</b>	

12.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	
13.	TMEL Service Desk review the request and, where necessary, obtain the API publisher's agreement.	Once request is approved, application using your client certificate will be able to call the requested API in PRE-PROD environment.
14.	Repeat the 'Subscribe to an API' process for each API needed.	There is no process to bulk subscribe to multiple APIs, but multiple forms can be submitted at the same time.
15.	Conduct all necessary testing of the API in the PRE-PROD Environment. Discuss with <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> when you are ready to subscribe to the API in PROD.	
<b>On-Board to the API Gateway (PROD):</b>		
16.	This must be done once only in each environment. If your organisation has not yet performed this in the PROD Environment, Complete <b>ONLY</b> the ' <b>Service Request Summary</b> ' and <b>TAB B</b> of ' <b>API Gateway Service Request Template</b> '. Ensure your request states this is for <b>PROD Environment</b>	An SSL Certificate will be required to complete this form. Separate certificates are required for each environment
17.	TMEL Service Desk review the request.	Once request is approved, the Organisation will be able to subscribe to APIs via the API Gateway in PROD.
<b>Subscribe to an API: (PROD)</b>		
18.	Repeat the 'Subscribe to an API' steps listed above, but for the PROD environment. Ensure your request states this is for <b>PROD Environment</b>	Your application using your client certificate will be able to call the API(s) subscribed to in the PROD environment
19.	Test API Calls in PROD environment.	Contact <a href="mailto:Help@tmel.co.uk">Help@tmel.co.uk</a> for support

## Publishing an API

Please speak to the TMEL/LIMOSS CS team before submitting these requests.

Step	Action	Notes
<b>On-Board Organisation (PROD)</b>		
1.	On-Board to the PROD environment of CS.	See 'On-Boarding Steps (Non-DA SATS)'
<b>On-Board Organisation (SANDBOX and PRE-PROD)</b>		
2.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and explain you wish to publish a new API.	
3.	Once TMEL approve your request, repeat the On-Boarding process at Step 1 for the SANDBOX and PRE-PROD environments. You can re-use the same forms but should ideally nominate different Authorised Contacts and users from those used in the PROD environment. The user accounts added should include any service accounts needed to test the APIs. Ensure your request states this is for <b>SANDBOX and PRE-PROD Environments</b>	You do not need to re-sign the MUA.
4.	Confirm all Authorised Contacts can access PRE-PROD and SANDBOX Environments by asking them to log-on to: <a href="https://pre-portal.londonmarketgroup.co.uk/sde/#/start">https://pre-portal.londonmarketgroup.co.uk/sde/#/start</a> and <a href="https://sandbox.londonmarketgroup.co.uk/sde/#/start">https://sandbox.londonmarketgroup.co.uk/sde/#/start</a>	If any Authorised Contacts cannot access this page, refer to the on boarding guides or contact <a href="mailto:help@tmel.co.uk">help@tmel.co.uk</a>
<b>Request access to Dev Portal for all API Developers</b>		
5.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and ask for a blank ' <b>Template.csv</b> '	
6.	Complete the <b>Template.csv</b> with details of all developers who need access to the Developers Portal. Return to TMEL Service Desk via SDE.	Once complete, nominated developers can access all developer tools provided by CS, at <a href="https://preprod-portal.api.londonmarketgroup.co.uk/">https://preprod-portal.api.londonmarketgroup.co.uk/</a>
<b>On-Board to the API Gateway (SANDBOX, PRE-PROD and PROD):</b>		
7.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and ask for a blank ' <b>API Gateway Service Request Template</b> '	
8.	This must be done once only in each environment. If your organisation has not yet performed this in the SANDBOX or PRE-PROD or PROD Environments, Complete ONLY the ' <b>Service Request Summary</b> ' and <b>TAB B</b> of ' <b>API Gateway Service Request Template</b> '. A separate request must be submitted for each environment.	An SSL Certificate will be required to complete this form. Separate certificates are required for each environment.
9.	TMEL Service Desk review the request.	Once the request is approved, the Organisation will be able to access the API Gateway in SANDBOX, PRE-PROD and PROD

Publish the API: (SANDBOX)		
10.	Complete ONLY the <b>'Service Request Summary'</b> and <b>TAB A</b> of <b>'API Gateway Service Request Template'</b> .	
11.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	Attach the swagger for the new API to the email.
12.	TMEL Service Desk review the request.	
13.	Repeat the 'Publish an API' for each API needed. You must also re-publish each time the API definition is changed and a new swagger version has been created.	<p>There is no process to bulk subscribe to multiple APIs, but multiple forms can be submitted at the same time.</p> <p>The API-GW validates that the request to all APIs conform to the swagger held by the API-GW. If you change the swagger you will need to resubmit the ticket with the new swagger attached.</p>
14.	Conduct all necessary development of the API in the SANDBOX Environment. Discuss with <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> when you are ready to publish the API in PRE-PROD.	
Publish the API: (PRE-PROD)		
15.	Complete ONLY the <b>'Service Request Summary'</b> and <b>TAB A</b> of <b>'API Gateway Service Request Template'</b> .	
16.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	Once request is approved, the nominated API will be available in the PRE-PROD environment.
17.	Repeat the 'Publish an API' for each API needed.	There is no process to bulk publish multiple APIs, but multiple forms can be submitted at the same time.
18.	Conduct all necessary testing of the API in the PRE-PROD Environment. Discuss with <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> when you are ready to publish the API in PROD.	
Publish the API: (PROD)		
19.	Provide Terms & Conditions for the use of the published API and confirm that the data/function owner gives consent for the API to be published. Provide direction to TMEL on which organisations can subscribe to the API, including an email Point of Contact for requests to be considered.	Where necessary, the Terms & Conditions of any service calling the APIs must be able to comply with the Terms & Conditions set by the API publisher.
20.	Provide evidence of Pen Testing for each API as agreed with TMEL Service Desk.	
21.	Complete ONLY the <b>'Service Request Summary'</b> and <b>TAB A</b> of <b>'API Gateway Service Request Template'</b> . Ensure your request states this is for <b>PROD Environment</b>	

22.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	
23.	TMEL Service Desk review the request	Once request is approved, the nominated API will be available in the PROD environment.
24.	Repeat the 'Publish an API' for each API needed.	There is no process to bulk publish multiple APIs, but multiple forms can be submitted at the same time.
25.	Test API Calls in PROD environment.	Contact <a href="mailto:Help@tmel.co.uk">Help@tmel.co.uk</a> for support

## Registering an Application to use Single Sign On (SSO)

Please speak to the TMEL/LIMOSS CS team before submitting these requests.

The process below assumes that the App does NOT publish or subscribe to any APIs. If it does, the processes above for subscribing to and publishing APIs must be combined with the process below. It is recommended that a full chronological list of all steps needed, and in which environment, is created during the design stage of the project.

The process shown below also assumes that the App does not require Organisations to be added to it in Single Sign On – i.e. CS will confirm a user is *authenticated* to access SSO, but not specifically *authorised* to access a specific App. This function is available in CS but the default is for this authorisation to be performed by the App itself. If required, discuss with TMEL/LIMOSS CS team and additionally complete ‘Service Request Summary’ and TAB D of ‘On-Boarding Service Request’ template in each environment that the App is published.

Step	Action	Notes
<b>On-Board Organisation (PROD)</b>		
1.	On-Board to the PROD environment of CS.	See ‘On-Boarding Steps (Non-DA SATS)’
<b>On-Board Organisation (SANDBOX and PRE-PROD)</b>		
2.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and explain you wish to publish an App.	
3.	Once TMEL approve your request, repeat the On-Boarding process at Step 1 for the SANDBOX and PRE-PROD environments. You can re-use the same forms but should nominate different Authorised Contacts and users from those used in the PROD environment.	You do not need to re-sign the MUA.
4.	Confirm all Authorised Contacts can access PRE-PROD and SANDBOX by asking them to log-on to: <a href="https://pre-portal.londonmarketgroup.co.uk/sde/#/start">https://pre-portal.londonmarketgroup.co.uk/sde/#/start</a> and <a href="https://sandbox.londonmarketgroup.co.uk/sde/#/start">https://sandbox.londonmarketgroup.co.uk/sde/#/start</a>	If any Authorised Contacts cannot access this page, refer to the on boarding guides or contact <a href="mailto:help@tmel.co.uk">help@tmel.co.uk</a>
<b>Request access to Dev Portal for all Developers</b>		
5.	E-mail <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> and ask for a blank ‘ <b>Template.csv</b> ’	
6.	Complete the <b>Template.csv</b> with details of all developers who need access to the Developers Portal. Return to TMEL Service Desk via SDE.	Once complete, nominated developers can access all developer tools provided by CS
<b>Register an App: (SANDBOX)</b>		
7.	Complete ONLY the ‘ <b>Service Request Summary</b> ’ and <b>TAB C</b> of ‘ <b>On-Boarding Service Request Template</b> ’. Ensure your request states this is for <b>SANDBOX Environment</b> .	An SSL Certificate will be required to complete this form. Separate certificates are required for each environment.

8.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	Once request is approved, the nominated App will be available in the SANDBOX environment.
9.	Repeat the 'Register an App' process for each App needed.	There is no process to bulk publish multiple Apps, but multiple forms can be submitted at the same time.
10.	Conduct all necessary development of the App in the SANDBOX Environment. Discuss with <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> when you are ready to Register the App in PRE-PROD.	
<b>Register an App: (PRE-PROD)</b>		
11.	Complete ONLY the ' <b>Service Request Summary</b> ' and <b>TAB C</b> of ' <b>On-Boarding Service Request Template</b> '. Ensure your request states this is for <b>PRE-PROD Environment</b> .	An SSL Certificate will be required to complete this form. Separate certificates are required for each environment.
12.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	Once request is approved, the nominated App will be available in the PRE-PROD environment.
13.	Repeat the 'Register an App' process for each App needed.	There is no process to bulk publish multiple Apps, but multiple forms can be submitted at the same time.
14.	Conduct all necessary testing of the App in the PRE-PROD Environment. Discuss with <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> when you are ready to Register the App in PROD.	
<b>Register an App: (PROD)</b>		
15.	Provide Terms & Conditions for the use of the new App. These should be collected as part of the on-boarding process by the App provider and are not a task for TMEL to complete.	Where necessary, the Terms & Conditions of any service must comply with and Terms & Conditions of the APIs called by the App.
16.	Provide direction to TMEL on which organisations can access the App. TMEL will require an email Point of Contact for any requests received to join the App.	
17.	Ensure potential users of the App know how to on-board, including how to register on Common Services if required.	
18.	Provide evidence of Pen Testing for the App as agreed with TMEL Service Desk.	
19.	Complete ONLY the ' <b>Service Request Summary</b> ' and <b>TAB C</b> of ' <b>On-Boarding Service Request Template</b> '. Ensure your request states this is for <b>PROD Environment</b> .	An SSL Certificate will be required to complete this form. Separate certificates are required for each environment.
20.	E-mail the completed template to <a href="mailto:Help@TMEL.co.uk">Help@TMEL.co.uk</a> .	Once request is approved, the App will be available in the PROD environment.
21.	Repeat the 'Register an App' process for each App needed.	There is no process to bulk subscribe to multiple Apps, but multiple forms can be submitted at the same time.
22.	Test the App in PROD environment.	Contact <a href="mailto:Help@tmel.co.uk">Help@tmel.co.uk</a> for support



## Other Service Requests for Developers:

Two other Service Requests are available for Developers:

### Sunset (Remove) an API from the API Gateway

1. Ensure all users have been informed of API removal.  
Complete ONLY the **'Service Request Summary'** and **TAB D** of **"API Gateway Service Request Template"**. Ensure your request states the relevant **Environment(s)**. Repeat process for each API requiring sun setting.

### Update an Organisation's details in the API Gateway

1. Complete ONLY the **'Service Request Summary'** and **TAB E** of **"API Gateway Service Request Template"**. Ensure your request states the relevant **Environment(s)**.
2. Repeat process for each environment.

**For further information,  
Please visit [tomsupports.london\common-services](https://tomsupports.london/common-services)**

**For support at any stage, email [Help@tmel.co.uk](mailto:Help@tmel.co.uk)**