*Istisna* Creation User Guide

# Oracle FLEXCUBE Universal Banking

Release 12.87.03.0.0

**Part No. E88027-01**

June 2017

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*Istisna* Creation User Guide
June 2017
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# Contents

# 1. Preface

## 1.1 Introduction

This manual is designed to help you quickly get acquainted with the workflow of *Istisna* creation, maintaining the prospect details, and other features supported in Oracle FLEXCUBE.

## 1.2 Audience

This manual is intended for the following User/User Roles:

| Role | Function |
|---|---|
| Corporate Customer Service Executive | Collection of applications |
| Trade Finance Executive | Updation of details of contracts |
| Trade Finance Manager | Verification and authorization of contracts |
| Compliance Executive | Performance of compliance details of all parties in a contract |
| Compliance Manager | Verification of compliance check carried out by Compliance Executive |

## 1.3 Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc.

## 1.4 Abbreviations

The following abbreviations are used in this User Manual:

| Abbreviation | Description |
|---|---|
| BPEL | Business Process Execution Language |
| WF | Workflow |

## 1.5 Organization

This manual is organized into the following chapters:

| Chapter 1 | *About this Manual* gives information on the intended audience. It also lists the various chapters covered in this User Manual. |
|---|---|
| Chapter 2 | *Istisna* creation explains the workflow of Istisna finance and process of maintaining the prospective borrower or a finance applicant details. |

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| Chapter 3 | *Function ID Glossary* has alphabetical listing of Function/Screen ID's used in the module with page references for quick navigation. |
|---|---|

## 1.6  Related Documents

- Procedures User Manual

## 1.7  Glossary of Icons

This User Manual may refer to all or some of the following icons:

| Icons | Function |
|---|---|
|  | Exit |
|  | Add row |
|  | Delete row |
|  | Option List |

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# 2. Istisna Origination

## 2.1    Introduction

The process of *Istisna* finance origination gets initiated when a prospective customer approaches the bank, with a finance account opening request or when the bank approaches a prospective customer, taking lead from its database. In case of a bank–initiated request, the process moves forward only if the prospective customer is interested. The entire process is carried out in multiple stages and on successful completion of each stage, it moves automatically to the next stage.

When the customer approaches the bank for its products and offers, before initiating the finance origination process, the bank can create a mock-proposal which would have the personal details of the customer, the finance offers the customer is interested in as well as the schedules associated with the finance offer. This can be stored as reference in the system to be retrieved when the actual finance process flow is initiated.

## 2.2    Stages in *Istisna*

*Istisna* process flow uses Oracle BPEL framework with multiple human tasks for workflow stages. The capture and enrichment of information in multiple steps can be dynamically assigned to different user roles, so that multiple users can take part in the transaction. Oracle Business rules are used for dynamic creation of multiple approval stages.

The following details need to be maintained for originating a *Istisna*:

- Finance Application Capture
- Application Verification
- Application Management Verification (Configurable)
- Internal Blacklist Check
- External Blacklist Check
- Underwriting (Credit Evaluation)
- Finance Approval
- Document Verification
- Finance details upload
- User Acceptance
- Disbursement
- Manual Liquidation

The *Istisna* origination process flow is composed of following stages:

The following are different types of the asset categories in *Istisna*:

- Vehicle
- Home
- Others

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## 2.3 Maintaining Finance Prospect Details

You can maintain the details of a prospective borrower or a finance applicant, when the borrower initially approaches the bank enquiring about the various finance products that are being offered.

The following details are captured as part of this maintenance:

- Prospective customer's personal and location details
- Prospective customer's employment details
- Requested finance details

You can maintain the details related to the prospective customer in 'Prospect Details' screen. You can invoke this screen by typing 'ORDLEADM' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

ORDLEADM__CVS_MAIN__TAB_CUSTOMER



You can specify the following details in this screen:

**Lead Id**

Specify a unique identification for the prospective finance customer.

**Description**

Specify a suitable description for the prospective finance customer.

**Request ID**

The system generates the request ID.

**Channel**

Specify the channel.

**Promotion Code**

Specify the promotion code, if any.

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**Branch**

Specify the branch code in which the application is processed.

**Date of Request**

The system displays the current system date as the date of request.

**New Account Number**

The system displays the new account number.

**Application Type**

Select the application type from the adjoining drop-down list. The available options are:

- Retail
- Corporate
- CASA
- Ijarah
- Istisna
- Mudarabah
- Murabaha
- Musharaka

**Current Status**

The system displays the current status.

**New Status**

Select the new status from the option list.

**Conversation ID**

Select the conversation ID from the adjoining option list.

## 2.3.1   Customer Tab

You can capture the following personal and geographical details related to a prospective customer:

**Type**

Select the type of the customer from the drop-down list provided. The following options are available:

- Primary
- Co-Applicant

**Salutation**

Select the salutation preference of the customer from the drop-down list provided. You can select any of the following options:

- Mr
- Mrs
- Miss
- Dr

**First Name**

Specify the first name of the customer.

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**Middle Name**

Specify the middle name of the customer.

**Last Name**

Specify the last name of the customer.

**National Id**

Specify the national Id or country code of the customer or select the national Id from the option list provided.

**Short Name**

Specify the short name of the customer.

**Gender**

Select the gender of the customer from the drop-down list.

**Date of Birth**

Specify the date of birth of the customer or select the date by clicking the 'Calendar' icon provided.

**Mother's Maiden Name**

Specify the customer's mother's maiden name.

**Customer Category**

Specify the category to which the customer belongs or select the customer category from the option list that displays all valid customer categories.

**Country**

Specify the country of domicile of the customer or select the country code from the option list provided.

**Nationality**

Specify the country of which the customer is a national or select the country code from the option list provided.

**Language**

Specify the primary language of the customer or select the language from the option list provided.

**Mobile Number**

Specify the mobile phone number of the prospective customer.

**Landline No**

Specify the land phone number of the prospective customer.

**Office No**

Specify the office phone number of the prospective customer.

**Fax**

Specify the fax number of the prospective customer.

**Passport No**

Specify the passport number of the prospective customer.

**Passport Issue Date**

Specify the date on which the customer's passport was issued or select the date from by clicking the adjoining 'Calendar' icon.

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**Passport Expiry Date**

Specify the date on which the customer's passport expires or select the date from by clicking the adjoining 'Calendar' icon.

**Passport Issue Place**

Specify the place where the customer's passport was issued.

**E-mail**

Specify the e-mail Id of the prospective customer.

**Dependents**

Specify the number of dependents for the customer.

**Marital Status**

Select the marital status of the prospective customer from the drop-down list. The following options are available:

- Married
- Unmarried
- Divorcee
- Remarried
- Separated
- Spouse Expired

## 2.3.2 Details Tab

You can capture the address and employment related details of the prospective customer in 'Details' tab.

ORDLEADM__CVS_MAIN__TAB_DETAIL



### Address Details

**Seq No**

The sequence number is automatically generated by the system.

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**Address Type**

Select the address type of the customer from the following options provided in the drop-down list:

- Permanent
- Home
- Work
- Temporary
- Others

**Mailing**

Check this box to indicate that the address you specify here is the customer's mailing address.

**Address Line 1 – 3**

Specify the address of the customer in three lines starting from Address Line 1 to Address Line 3.

**Contact Number**

Specify the contact telephone number of the customer.

**Zip**

Specify the zip code associated wit the address specified.

**Country**

Specify the country associated with the address specified.

## Employment Details

**Seq No**

The sequence number is automatically generated by the system.

**Employment Type**

Select the customer's employment type from the drop-down provided. The following options are available:

- Part Time
- Full Time
- Contract Based

**Employer**

Specify the name of the employer of the prospective customer.

**Occupation**

Specify the occupation of the prospective customer.

**Designation**

Specify the designation of the prospective customer.

**Employee Id**

Specify the employee Id of the prospective customer.

**Address Line 1 – 3**

Specify the employment address of the customer in three lines starting from Address Line 1 to Address Line 3.

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**Zip**

Specify the zip code associated with the office address specified.

**Country**

Specify the country associated with the employment address specified.

**Phone No**

Specify the official phone number of the prospective customer.

**Extn**

Specify the telephone extension number, if any, of the prospective customer.

**Contact**

Specify the contact number of the prospective customer.

**Contact Name**

Specify the name of a contact person at the customer's office.

**Contact Phone**

Specify the contact phone number of the customer's contact person.

**Contact Extn**

Specify the telephone extension number, if any, associated with contact person.

**Comments**

Specify comments, if any, related to the customer's employment.

**Department**

Specify the department to which the customer belongs.

**Stated Years**

Specify the number of years the customer has spent with his current employer.

**Stated Months**

Specify the number of months the customer has spent with his current employer.

## 2.3.3 Requested Tab

You can capture the details related to the requested finance in 'Requested' tab.

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ORDLEADM__CVS_MAIN__TAB_LOAN



You can capture the following details here:

**Currency**

Specify the finance currency preference of the customer or select the currency from the option list provided.

**Requested Amount**

Specify the finance amount requested by the prospective customer.

**EMI Amount**

Specify the preferred EMI amount of the prospective customer.

**Tenor (in months)**

Specify the preferred finance tenor (in months) of the prospective customer.

**Rate**

Specify the preferred profit rate of the prospective customer.

## 2.4 Viewing Finance Prospect Summary

You can view a summary of the prospective finance customers or the borrowers in 'Finance Prospect Details' screen. You can also query for a particular record based on desired search criteria.

You can invoke this screen by typing 'ORSLEADM' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORSLEADM__SUMMARY



You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Lead Id
- Date of Enquiry

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.5 <u>Maintaining Credit Rating Rules</u>

You can maintain a set of questions along with a possible set of answers with associated scores, to assess the credit rating of a prospective finance customer. You can also calculate the risk factor associated with the finance and arrive at a credit grade based on the scores obtained.

You can maintain these details in 'Rule Details' screen. You can invoke this screen by typing 'ORDRULMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORDRULMT__CVS_MAIN__TAB_MAIN



You can specify the following details in this screen:

**Rule Id**

Specify a unique identification for the credit rating rule.

**Description**

Specify a suitable description for the credit rating rule.

**Type**

Select the type of the finance from the following options available:

- Retail
- Corporate

### 2.5.1 Main Tab

You can maintain the following details in this tab:

#### Question Details

**Question Id**

The question Id is automatically generated by the system.

**Category**

Select the category to which the question belongs from the option list provided.

**Question**

Specify the question to be asked to the prospective customer to derive the credit rating score.

#### Answer Details

**Sequence Number**

The sequence number is automatically generated by the system.

**Possible Answer**

Specify a set of possible answers to be associated with a question.

**Score**

Specify the score associated with an answer.

### 2.5.2 Risk Factor Tab

You can specify the risk details associated with the finance and also indicate the formula for calculating the credit score in this tab.

ORDRULMT__CVS_MAIN__TAB_RULE



You can specify the following details here:

**Risk Id**

Specify a unique identifier for the credit risk being maintained.

**Description**

Specify a suitable description for the credit risk.

#### 2.5.2.1 Specifying Formula Details

You can specify the formula to calculate the credit score by clicking the 'Formula' button corresponding to a credit risk entry in Risk Factor tab.

The 'Formula' screen is displayed where you can specify the condition for calculating the credit score associated with a risk condition.

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ORDRULMT__CVS_FORMULA



You can specify the following details here:

**Sequence Number**

The sequence number is automatically generated by the system.

**Condition**

The condition specified using the Elements, Functions, Operators etc. gets displayed here.

**Result**

Specify the result to be associated with the condition specified.

**Elements**

Specify the data elements to be used to define the formula for credit score calculation or select the element from the option list provided.

**Functions**

Select the mathematical function to be used to define the formula from the drop-down list provided.

**Braces**

Select the opening or the closing brace from the drop-down list provided, to define the credit score calculation formula.

**Operators**

Select the mathematical operator to be used to define the credit score calculation formula. You can select '+', '-', '*', or '/'.

**Logical Operators**

Select the logical operator to be used to define the credit score calculation formula. You can select '<', '>', '=', '<>', '>=', '<=', 'AND' or 'OR'.

### 2.5.3  Specifying Credit Grades

You can maintain different credit grades based on the credit scores obtained. Click 'Rating' button in Rule Details screens to invoke the 'Rating' screen, where you can maintain these details.

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ORDRULMT__CVS_RATING



You can specify the following details here:

**Sequence Number**

The sequence number is automatically generated by the system.

**Score**

Specify the score associated with a credit risk.

**Grade**

Specify the credit grade based on the score obtained.

### 2.5.4 Specifying Auto Decision Details

While creating finance, you need to decide whether the applicant is eligible to receive finance from the bank. Auto Decision feature in Oracle FLEXCUBE decides whether to approve or reject an application. It also gives the stipulations or reasons for the decision.

To use this feature, you need to maintain the Auto Decision details in 'Auto Decision' screen.

Specify the following details:



**Serial Number**

The system displays the serial number.

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**Score**

Specify the maximum credit score of the finance applicant for the system to make the corresponding auto decision. The score is maintained based on the Risk Factor maintained in Rule details screen.

**Auto Decision**

Specify the auto decision to be made for each credit score. You can maintain the maximum credit scores for each of the following decisions:

- Auto Approved
- Recommend Approval
- Recommend Reject
- Auto Rejected

While creating finance, based on the applicant's credit score and auto decision mapping maintained in here, the system decides whether to approve, reject, recommend approval or recommend rejection of the application.

# 2.6 Viewing Credit Rule Summary

You can view a summary of the credit rules in 'Rule Maintenance' screen. You can also query for a particular record based on desired search criteria.

You can invoke this screen by typing 'ORSRULMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

ORSRULMT_SUMMARY
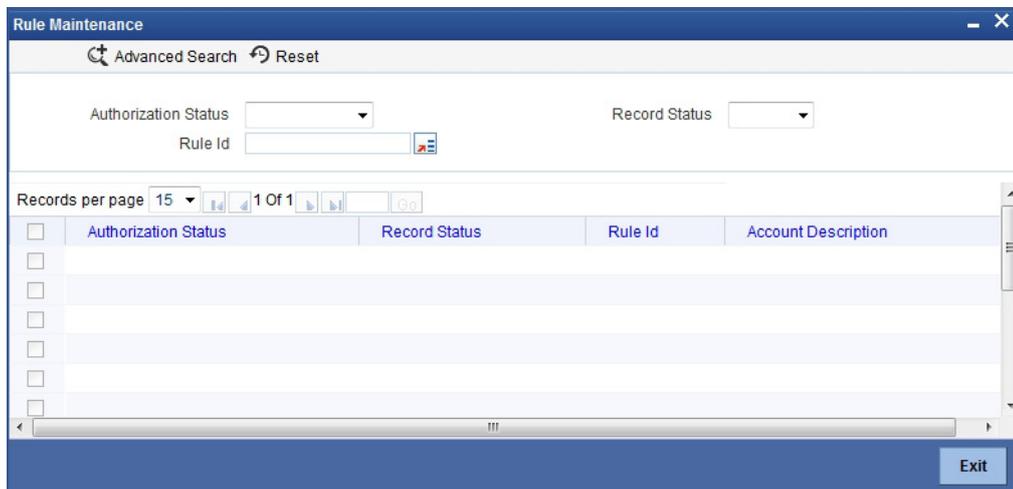


You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Rule Id

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

# 2.7 Maintaining Credit Ratios

You can maintain the rules to calculate the credit ratios in 'Credit Ratio Maintenance' screen.

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You can invoke this screen by typing 'ORDRATMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

ORDRATMT__CVS_MAIN



You can specify the following details in this screen:

**Group Id**

Specify a unique identification code for the ratio group.

**Description**

Specify a suitable description for the ratio group.

**Type**

Select the type of the finance from the following options available:

- Retail
- Corporate

**Ratio Id**

Specify a unique identification for the credit ratio being maintained.

**Description**

Specify a suitable description for the credit ratio.

### 2.7.1 Specifying Formula Details

You can specify the formula to calculate the credit ratio by clicking the 'Formula' button corresponding to a ratio Id.

The 'Formula' screen is displayed where you can specify the condition for calculating the credit ratio associated with a ratio Id.

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ORDRATMT__CVS_FORMULA



You can specify the following details here:

**Ratio Type**

Select the type of the ratio being maintained, from the drop down list provided. The following options are available:

- Stated Before
- Stated After
- Actual Before
- Actual After

**Condition**

The condition specified using the Elements, Functions, Operators etc. gets displayed here.

**Elements**

Specify the data elements to be used to define the formula for credit ratio calculation or select the element from the option list provided.

**Functions**

Select the mathematical function to be used to define the formula from the drop-down list provided.

**Braces**

Select the opening or the closing brace from the drop-down list provided, to define the credit ratio calculation formula.

**Operators**

Select the mathematical operator to be used to define the credit ratio calculation formula. You can select '+', '-', '*', or '/'.

# 2.8 Viewing Credit Ratio Summary

You can view a summary of the credit ratios in 'Credit Ratio Maintenance' screen. You can also query for a particular record based on desired search criteria.

You can invoke this screen by typing 'ORSRATMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORSRATMT__SUMMARY



You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Group Id

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.9 Maintaining Override Details

You can maintain the formulae to verify if overrides need to be generated dynamically, in 'Override Maintenance' screen.

You can invoke this screen by typing 'ORDOVDMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORDOVDMT_CVS_MAIN



You can specify the following details in this screen:

**Process Code**

Specify the process code of the process for which you wish to maintain override conditions or select the process code from the option list provided.

**Application Category**

Specify the category to which the finance application belongs or select the application category from the option list provided.

**Type**

Select the type of the finance from the following options available:

- Retail
- Corporate
- Ijarah
- Istisna
- Mudarabah
- Murabaha
- Musharaka
- Tawarooq

**Stage**

Select the stage of the finance origination process from the option list provided. The various stages can be Application Entry, Application Verification, Underwriting, Finance Approval etc.

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**Description**

Specify a suitable description for the finance origination stage.

**Overrides**

Here, you can capture the details of the conditions to be checked for generating override messages.

**Sequence Number**

The sequence number is automatically generated by the system.

**Condition**

The condition specified using the Elements, Functions, Operators etc. gets displayed here.

**Error Code**

Specify the error code to be used to generate the override message or select the error code from the option list provided.

**Error Parameter**

Specify the error parameter to be substituted in the override messages.

**Elements**

Specify the data elements to be used to define the conditions for generating override messages or select the element from the option list provided.

**Functions**

Select the mathematical function to be used to define the condition from the drop-down list provided.

**Braces**

Select the opening or the closing brace from the drop-down list provided, to define the conditions for generating override messages.

**Operators**

Select the mathematical operator to be used to define the conditions for generating override messages. You can select '+', '-', '*', or '/'.

**Logical Operators**

Select the logical operator to be used to define the conditions for generating override messages. You can select '<', '>', '=', '<>', '>=', '<=', 'AND' or 'OR'.

# 2.10 Viewing Override Summary

You can view a summary of the overrides in 'Override Maintenance' screen. You can also query for a particular record based on desired search criteria.

You can invoke this screen by typing 'ORSOVDMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORSOVDMT__SUMMARY

Override Maintenance

Advanced Search   Reset

Authorization Status [          ▼]          Record Status [          ▼]
Process Code [      ]                        Application Category [          ]

Records per page [15 ▼] |◄ ◄ 1 Of 1 ► ►| [    ] [Go]

| ☐ | Authorization Status | Record Status | Process Code | Application Category |
|----|----------------------|---------------|--------------|---------------------|
| ☐ | | | | |
| ☐ | | | | |
| ☐ | | | | |
| ☐ | | | | |
| ☐ | | | | |

Exit

You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Process Code
- Application Category

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.11 Maintaining Document Checklist and Advices

You can maintain the list of documents that are required during the finance origination process, in 'Documents and Advice Maintenance' screen. Document checklists are maintained for an application category and for the various stages in the origination process. You can also maintain the details of the Advices that need to be generated on completion of a stage in the process.

You can invoke 'Documents and Advice Maintenance' screen by typing 'ORDDOCMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORDDOCMT__CVS_MAIN



You can specify the following details in this screen:

**Process Code**

Specify the process code of the process for which you wish to maintain override conditions or select the process code from the option list provided.

**Application Category**

Specify the category to which the finance application belongs or select the application category from the option list provided.

**Stage**

Select the stage of the finance origination process from the option list provided. The various stages can be Application Entry, Application Verification, Underwriting, Finance Approval etc.

**Stage Title**

Specify a suitable description for the finance origination stage.

**Document Details**

**Document Category**

Specify the category to which the document belongs or select the document category from the option list provided.

**Document Type**

Specify the type of the document or select the document type from the option list provided.

**Mandatory**

Select the option to indicate whether the document is mandatory or not. You can select any of the following options from the drop-down list provided:

- Mandatory

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- Overridden
- Others

### BI Advices

**Report Name**

Specify the name of the advice report to be generated on completion of the process stage.

**Template**

Specify the template to be used to generate the advice report.

**Format**

Select the format in which the advice report needs to be generated from the drop-down list provided. The following options are available:

- PDF
- RTF

**Locale**

Select the locale information to be used for generating the advices from the drop-down list. The following options are available:

- en-US

## 2.11.1 Process Flow (BPEL) Report

Based on the details maintained on this screen, you can generate a report from any stage of the process flow. To generate this report from a particular stage, you need to click the 'Document' tab at that stage. Under the frame 'Advices', you have the option to generate this report.

You can generate the report only if you maintain 'ORRPICAL_en_US.rtf' as the template.

You can generate this report in 'PDF' or 'RTF' formats.

**Contents of the Report**

This report contains the following details of the finance account:

| Field | Description |
|---|---|
| Financing Application Number | The application number of the finance |
| Approved Financing Amount | The amount approved for the finance |
| Tenor (In Months) | Tenor, in terms of months |
| Applied On | The date of application of the finance |
| Profit Rate | The rate of profit applicable on the finance |

# 2.12 Viewing Document Checklist Summary

You can view a summary of the document checklists and advices in 'Document Details' screen. You can also query for a particular record based on desired search criteria.

You can invoke this screen by typing 'ORSDOCMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORSDOCMT__SUMMARY



You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Process Code
- Application Category

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.13 Maintaining Application Category Details

You can maintain various application categories linked to multiple finance products that cater to the requirements of different customers, in 'Application Category Maintenance' screen. The entire process of finance origination depends mainly on the category to which the application belongs.

You can invoke 'Application Category Maintenance' screen by typing 'ORDCATMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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ORDCATMT__CVS_MAIN__TAB_MAIN



You can specify the following details in this screen:

**Application Category**

Specify a unique identification for the finance application category.

**Category Description**

Specify a suitable description for the finance application category.

**Rule Id**

Specify the credit rule to be associated with the application category or select the Rule Id from the option list provided.

**Ratio Id**

Specify the credit ratio to be associated with the application category or select the Ratio Id from the option list provided.

**Pricing Group**

Specify the pricing group to be linked to the Istisna application category. The option list displays all valid pricing groups applicable. Choose the appropriate one.

### 2.13.1 Main Tab

You can capture the following details in the 'Main' tab.

#### Product Details

You can specify the following details related to the finance product here:

**Product Code**

Specify the identification code of the finance product to be linked to the application category being maintained. You can also select the product code from the option list provided.

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**Product Description**

The description associated with the selected finance product gets displayed here.

**Default**

Check this box to indicate if the finance product selected should be maintained as the default product for the application category.

## Other Details

You can capture the additional details related to the finance product here:

**Offer Id**

Specify a unique identification for the finance offer being made to the customer.

**No of Installments**

Specify the number of instalments associated with the finance.

**Units**

Select the units based on which the finance disbursement should be carried out. The following options are available in the option list:

- Daily
- Weekly
- Monthly
- Quarterly
- Half Yearly
- Yearly
- Bullet

**Frequency**

Specify the frequency at which the finance disbursement should be carried out.

**Rate**

Specify the profit rate to be associated with the finance.

**Rate Code**

Specify the rate code used to derive the rate or select the rate code from the option list provided.

**Spread**

Specify the spread that is applicable for the finance being offered.

**Effective Rate**

The effective profit rate gets displayed here, based on the profit and the spread specified.

**Default**

Check this box to indicate if the finance offer specified should be maintained as the default offer for the application category.

### 2.13.2 Agency Tab

In 'Agency' tab, you can capture the details of the credit rating agencies and credit bureaus that provide credit rating details for customer securities.

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ORDCATMT__CVS_MAIN__TAB_AGENCY



You can specify the following details in this screen:

## Credit Agency

You can capture the details related to the credit rating agencies here.

### Agency Code

Specify the identification code of the rating agency that provides credit rating details for customer securities.

### Agency Name

Specify the name of the rating agency that provides credit rating details for customer securities.

## Bureau Details

You can capture the details related to the credit bureau here.

### Bureau Code

Specify the identification code of the credit bureau that provides credit ratings for customer securities.

### Bureau

Specify the name of the credit bureau that provides credit rating details for customer securities.

# 2.14 Viewing Application Category Summary

You can view a summary of the application categories in 'Category Details' screen. You can also query for a particular record based on desired search criteria.

You can invoke this screen by typing 'ORSCATMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

ORSCATMT__SUMMARY



You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Application Category

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.15 Maintaining Pricing Details

Oracle FLEXCUBE allows you to maintain pricing groups and apply a suitable pricing rule to an application category during istisna finance origination. The pricing rule automatically selects the best matched finance offer for the finance application from the available offers for the application category.

You need to maintain pricing groups and define the price IDs and formulae for the group using 'Pricing Maintenance' screen. To invoke the screen, type 'ORDPRCMT' in the field at the top right corner of the application toolbar and click the adjoining arrow button.

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Specify the following details:

**Pricing Group**

Specify a unique name to identify the price group.

**Description**

Specify a brief description of the price group.

**Price Type**

Specify the price type associated with the price group. You can choose one of the following price types:

- Retail
- Corporate
- Ijarah
- Istisna
- Mudarabah
- Murabaha
- Musharaka
- Tawarooq

**Pricing Details**

Specify the following details.

**Price ID**

Specify a unique price ID.

This price ID can be applied to a finance at underwriting stage.

**Price Description**

Specify a brief description of the price ID.

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**Default**

Check this box to set this as the default price ID for the price group that you maintain.

**Formula**

Click 'Formula' button to define the pricing rule for each price ID. You can define the formula using origination system elements in Oracle FLEXCUBE.



You can specify the following details here:

**Sequence Number**

The sequence number is automatically generated by the system.

**Condition**

The condition specified using the Elements, Functions, Operators etc. gets displayed here.

**Result**

Specify the result to be associated with the condition specified.

**Elements**

Specify the data elements to be used to define the formula for pricing details or select the element from the option list provided.

**Functions**

Select the mathematical function to be used to define the formula from the drop-down list provided.

**Braces**

Select the opening or the closing brace from the drop-down list provided, to define the pricing details formula.

**Operators**

Select the mathematical operator to be used to define the pricing details formula. You can select '+', '-', '*', or '/'.

**Logical Operators**

Select the logical operator to be used to define the pricing details formula. You can select '<', '>', '=', '<>', '>=', '<=', 'AND' or 'OR'.

Based on the formula and the finance application category, the system automatically applies a price ID to the application. You can apply a different price ID that matches the application only at the Underwriting Stage.

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If you change a price ID selected by the system and reapply a different price ID, the system changes the score of the pricing rule. The score determines the price ID to be automatically applied.

**Offer**

Click 'Offer' button to define the offers for pricing ID.



Based on the score and the finance application category, the system automatically applies a price ID to the application. You can apply a different price ID that matches the application only at the Underwriting Stage.

**Sequence Number**

The system displays the sequence number.

**Score From**

Specify the minimum score range for the offer.

**Score Up To**

Specify the maximum score range for the offer.

**Rate**

Specify the loan rate for the loan.

**No of Installments**

Specify the Number of Loan Installments/Schedules.

**Frequency**

Specify the Loan Schedule Frequency.

**Units**

Specify the Loan Schedule Frequency Unit/Basis.

# 2.16 Stages in *Istisna* Finance Origination

The different stages in *Istisna* process flow are designed using Oracle BPEL framework. The process of finance origination consists of several manual as well as system tasks, carried out in a sequential manner. Many users can be involved in the completion of a transaction and at each stage of the process, a user or a group of users, assigned with a task, acquire and work on the relevant transaction.

Oracle Business rules that are embedded help the dynamic creation of multiple approval stages. The different stages and sub-stages in the process flow can be summarized as follows:

- Application Entry – the following details are captured in this stage
    - Applicant Information
    - Application details
    - Requested Finance Details
    - Collateral Details
    - Checklist
    - Documents
    - Advice Generation
- Application Verification
    - Information captured during 'Application Entry' stage is verified
    - Advice Generation
- Application Management Verification
    - Information captured in the application verification stage is verified for the second time.
- Internal Blacklist Check
    - Information against Internal blacklist of customers is verified.
    - KYC Review
- External Blacklist Check
    - Information against external blacklist of customers is verified.
    - KYC Review
- Underwriting
    - Collateral Valuation Information
    - Applicant Financial Ratios
    - Applicant Credit Score
    - Applicant Bureau Report
    - Finance Offers
    - Finance Schedules
    - FINANCE Charges
    - Field Investigation
    - Document Capture
    - Advice Generation
- Finance Approval
    - Information captured during Previous stages are verified
    - Advice Generation
- Document Verification
    - Information captured during Previous stages are verified
    - All documents obtained are verified against checklist
    - Advice Generation
- Finance Application Details Upload
    - Customer Creation
    - Customer Account Creation

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- Finance Account Creation
- Collateral Creation
- Advice Generation
- User Acceptance
- Disbursement of Istisna
- Manual Liquidation

The various tasks carried out in these stages will be explained in detail in the subsequent sections.

## 2.16.1  Process Flow Diagram

The process flow diagram given below illustrates the activities carried out during the different stages of the workflow.

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## 2.16.2  Process Matrix

The process matrix given below lists out the different stages, the user role handling each stage, the function Ids involved and the exit points for each stage.

| Stage | Stage Title | Description | Function Id | Exit point |
|-------|-------------|-------------|-------------|------------|
| 1 | Application Entry | The following details are captured as part of this stage<br><br>Application Details<br><br>Applicant Details<br><br>Requested Finance Details<br><br>Limits Information<br><br>Collateral Details<br><br>Check List<br><br>User Defined Fields and Comments<br><br>Document Capture | ORDISTAE | PRO-CEED, CANCEL |
| 2 | Application Verification | The details captured as part of 'Application Entry' stage is verified | ORDISTAV | PRO-CEED, RETURN, CANCEL |
| 3 | Application Management Verification | The details captured as part of 'Application Entry' stage is verified if approval level is more than 1. | ORDISTMV | PRO-CEED, RETURN, CANCEL |
| 4 | Internal Black-list Check | The Customer details captured as part of 'Application Entry' stage can be verified for Internal Blacklist check | ORDISTKI | PRO-CEED, CANCEL |
| 5 | External Black-list Check | The Customer details captured as part of 'Application Entry' stage can be verified for External Blacklist check | ORDISTKE | PRO-CEED, CANCEL |

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| Stage | Stage Title | Description | Function Id | Exit point |
|---|---|---|---|---|
| 6 | Underwriting | The following details are captured as part of this stage<br><br>Applicant Financial Ratios<br><br>Applicant Credit Score<br><br>Applicant Bureau Report<br><br>Finance Offers<br><br>Finance Schedules | ORDISTUD | VERIFY,<br><br>PRO-CEED,<br><br>RETURN,<br><br>CANCEL |
| 7 | Finance Approval | Finance Approval | ORDISTAR | PRO-CEED,<br><br>RETURN,<br><br>CANCEL |
| 8 | Document Veri-fication | Document Verification<br><br>Final Verification<br><br>Customer Creation<br><br>Finance Account Crea-tion<br><br>Advice Generation | ORDISTDV | PRO-CEED,<br><br>RETURN,<br><br>CANCEL |
| 9 | Customer / Account / Lia-bility / Finance / Collateral Crea-tion | The system task is used to create the following<br><br>Customer Creation<br><br>Murabaha Account Cre-ation<br><br>Liability Creation<br><br>Collateral Creation<br><br>Finance Creation | ORDISMCU | PROCEED |
| 10 | User Accept-ance | The outcome of the User acceptance on the underlying assets trig-gers the Istisnaa origina-tion in the next stage. | ORDITUAC | ACCEPT,<br><br>REJECT |
| 11 | Disbursement of Istisnaa | If outcome of stage 11 is ACCEPT the disburse-ment of Istisnaa for the underlying asset hap-pens |  | N/A |
| 12 | Manual Liquida-tion | If outcome of stage 13 is REJECT the manual liq-uidation happens | ORDITPMT | PRO-CEED,<br><br>CANCEL |

The stages are explained in detail in the sections that follow.

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# Step 1.Finance Application Details Entry Stage

In this stage, the bank receives an application for finance along with the relevant documents and financial statements from a prospective customer. If the applicant does not have an account but intends to open one, the bank also obtains the account opening form and related documents as part of this activity.

The details related to the applicant, contact information, employment information, requested finance details, collateral details etc. are captured during this stage. Documents obtained from the applicant are uploaded and advices maintained for the stage are generated by the process after completion of the stage.

Users belonging to user role 'CEROLE' are authorized to perform these tasks.

You can key-in the finance application details required in '*Istisna* Application Entry' screen. You can also invoke this screen by typing 'ORDISTAE' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.



The Application Number is automatically generated by the system. You can capture the following details in the main screen:

**Application Category**

Specify the finance application category to be used or select the application category from the option list provided.

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**Product Code**

Specify the *Istisna* product to be used for initiating the finance or select the product code from the option list provided.

**Branch Code**

The system displays the branch code here.

**Lead ID**

Specify the lead Id of the finance applicant or select the lead Id from the option list provided.

**Enquiry ID**

Specify an enquiry Id, if you wish to retrieve information on the finance offer selected by the customer. You can also select the ID from the adjoining option list. The list contains all the Enquiry IDs created for the customer as part of the finance simulation process.

**Application Branch**

Specify the application branch.

**Application Number**

System displays the application number of the customer.

**User Reference Number**

Specify the user reference number for the finance application.

**Priority**

Select the type of priority from the drop-down list provided. The following options are available:

- Low
- Medium
- High

**Status**

The status of the application gets displayed here.

Click 'Default' button to default the details related corresponding to the prospective finance customer.

### 2.16.3 Main Tab

The details corresponding to the lead Id selected gets displayed in the 'Main' tab, once you click the 'Default' button. You can modify these details if needed.

**Channel**

Specify the channel Id for the finance. The adjoining option list displays all valid channels maintained in the system. You can select the appropriate one.

**Intermediary Group**

Specify the intermediary group. The adjoining option list displays all valid intermediary group maintained in the system. You can select the appropriate one.

**KYC Required**

Check this box to indicate the KYC check is required for the customer.

If you check this box, the system will evaluate a business rule. Based on that rule, the system initiates both Internal KYC and External KYC during application entry and verification stage.

If you do not check this box, the system then skips the Internal KYC and External KYC stages after completing the application entry and verification stages.

**Auto Decision Required**

Check this box to enable auto decision on finance application. If you check this box, based on the applicant credit score – auto decision mapping maintained in 'Auto Decision' screen, the system decides whether to approve, reject, recommend approval or recommend rejection of the application. If you do not check this box, the system will not make an auto decision with regard to approval of the application.

You can set the status of this check box only during Application Entry stage.

**External Credit Check Required**

Check this box to enable external credit bureau service for credit evaluation of the finance applicant.

If you check this box, the system will automatically initiate external credit check. If you do not check this box, the system will not initiate external credit bureau check.

The credit check initiation happens before underwriting stage.

## Applicant Details

**Type**

Select the type of the customer from the drop-down list provided. The following options are available:

- Primary
- Co-Applicant

**Existing**

Check this box to indicate if the customer applying for the finance is an existing customer of the bank.

**Default**

On clicking the default button after specifying the customer number, the system displays the existing customer number.

On clicking the default button without specifying the customer number, the new customer number gets defaulted.

If the branch code is not specified then the application branch gets defaulted.

**Local Branch**

Specify the local branch (home branch) of the finance applicant. Select the appropriate one from the option list.

**Customer No**

The system displays the customer number. However, you can modify it. For existing customers you need to select the customer number from the option list provided.

Click 'Default' button to default the details of existing customers.

The system defaults the customer number if the local branch is specified and the check box 'Existing' remains unchecked.

**Short Name**

Specify the short name of the applicant.

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**Customer Name**

Specify the customer name.

**Responsibility**

Specify the Co-Applicant's Responsibility for all parties other than primary Applicant.

**Liability**

Specify the liability for all parties other than primary applicant.

**RM ID**

Select the ID of the Relationship Manager from the adjoining option list.

**RM Name**

Specify the name of the Relationship Manager of the finance applicant.

**Country**

This is the country as given in the address of correspondence of this customer.

**SSN**

Specify the SSN of the customer.

**Language**

As part of maintaining customer accounts and transacting on behalf of your customer,

**Customer Category**

In this category, you can classify customers of your bank.

**Nationality**

Specify the nationality of the customer.

**Financial Currency**

Specify the financial currency or select the financial currency from the option list provided.

**Mobile ISD Code +**

Specify the international dialling code for the mobile number of the customer. The adjoining option list displays valid ISD codes maintained in the system. Select the appropriate one.

**Mobile Number**

Specify the mobile number of the customer.

**Telephone ISD Code +**

Specify a valid international dialling code for the telephone number of the customer. The adjoining option list displays valid ISD codes maintained in the system. Select the appropriate one.

**Landline Number**

Specify the landline number of the customer.

**E-mail**

Specify the E-mail address of this customer.

**Fax ISD Code+**

Specify the international dialling code for the fax number of the customer. The adjoining option list displays valid ISD codes maintained in the system. Select the appropriate one.

**Fax**

Specify the fax number of the customer.

## Retail

**First Name**

Specify the First name of the customer.

**Middle Name**

Specify the Middle name of the customer.

**Last Name**

Specify the Last name of the customer.

**Salutation**

Select the salutations of customer from the drop-down list provided. The following options are available:

- Mr.
- Mrs
- Miss
- Dr

**Gender**

Select the gender of the customer from the drop-down list provided. The following options are available:

- Male
- Female

**Birth Place**

Specify the birth place of the customer.

**Birth Country**

Specify the birth country of the customer. If 'FATCA Applicable' is enabled at the bank level, then it is mandatory to specify the birth country.

**Date of Birth**

Specify the date of birth of the customer.

**Mother Maiden Name**

Specify the mother maiden name.

**Passport Number**

Specify the passport number of beneficial owner.

**Passport Issue Date**

Specify the issue date of the passport.

**Passport Expiry Date**

Specify the expiry date of the passport.

**Marital Status**

Indicate the marital status of the customer here. You may select one of the following from the list available here:

- Single

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- Married
- Divorcee
- Remarried
- Separated
- Spouse Expired

**Dependents**

Specify the number of family members (children and others) who are dependent on the customer financially. You can indicate any number between 0 and 99.

## Corporate Details

**Incorp Date**

Specify the date on which the customer's company was registered as an organization.

**Capital**

Specify the particular customer's various financial details like total Paid Up capital.

**Net Worth**

Specify the Net worth of the customer organization,

**Business Description**

Specify the nature of the business and the business activities carried out by the customer organization.

**Country**

Specify the Country of registration of the office of the corporate.

## Power of Attorney

> **Note**
>
> If the FATCA is enabled at the bank and the check box 'Power of Attorney' is checked here, then it is mandatory to specify the Power of Attorney information.

**Power of Attorney**

Check this box to indicate that the customer account is to be operated by the power of attorney holder.

**Holder Name**

The person who has been given the power of attorney.

**Address**

Specify the address of the power of attorney holder.

**Country**

Specify the country of the power of attorney holder.

**Nationality**

Specify the nationality of the power of attorney holder.

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**Telephone ISD Code +**

Specify the international dialling code for the telephone number of the power of attorney holder. The adjoining option list displays valid ISD codes maintained in the system. Select the appropriate one.

**Telephone Number**

Specify the telephone number of the power of attorney holder.

## Account Details

**Account Branch**

Select the account branch from the adjoining option list.

**Account Number**

The account number gets generated when you click on 'Default' button, after specifying the account class.

If the account branch is auto-generation enabled, then the account number gets auto-generated.

**Account Class**

Specify the account class or select the account class of the customer from the option list provided.

Click 'Default' button to view the account generation details through 'Account Number Generation' screen.
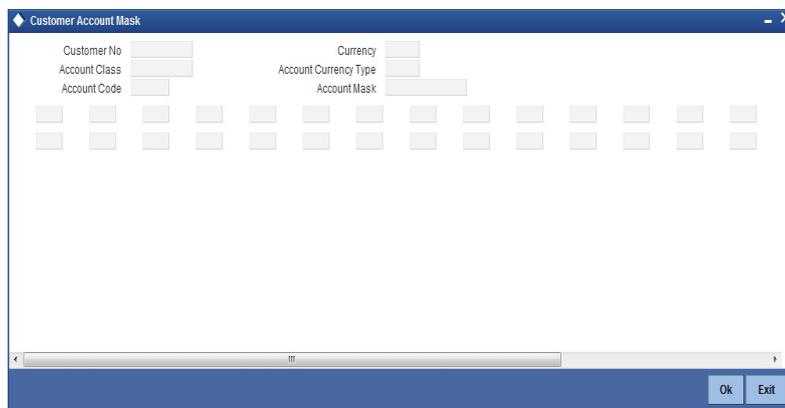


## US Resident Status

**Permanent US Resident Status**

Check this box to indicate that the corresponding director is a permanent US resident.

**Visited US in last 3 years?**

Check this box to indicate that the beneficial owner has visited US in the last three years.

### 2.16.4 Capturing Customer MIS

You can capture the MIS details for the customer, if any by clicking 'MIS' button in the Application Entry screen.

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The 'Customer MIS' screen gets displayed where you can maintain the MIS details.



## 2.16.5 Capturing Customer Account MIS

You can capture the MIS details for the Customer Accounts by clicking 'Customer Account MIS' button in the Application Entry Screen.

The 'Customer Account MIS' screen gets displayed where you can maintain the MIS details.



## 2.16.6 Details Tab

The address and employment related details of the customer corresponding to the Lead Id selected are displayed in this tab. You can modify these details if required.

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ORDISTAE__CVS_MAIN__TAB_DETAIL



In this screen, you can capture multiple address and employment details, if required.

## 2.16.7  Financials Tab

You can capture the financial details corresponding to the customer in this screen.

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## ORDISTAE__CVS_MAIN__TAB_FINANCIAL



### Income Details

You can capture the following details corresponding to the finance applicant's income:

**Income Type**

Select the type of income associated with the customer from the drop-down list provided. The following options are available:

- Salary
- Rent
- Business
- Others

**Currency**

Specify the currency in which the customer draws his income or select the currency from the option list provided.

**Amount**

Specify the amount that the customer draws as his income.

**Frequency**

Select the frequency at which the customer earns income. The following options are available in the drop-down list:

- Daily

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- Weekly
- Monthly
- Quarterly
- Half Yearly
- Yearly

## Liability Details

You can capture the following details corresponding to the finance applicant's liabilities:

### Liability Type

Select the type of the liability from the following options provided in the drop-down list:

- Finance
- Lease
- Rent
- Others

### Liability Sub Type

Specify the sub type corresponding to the liability.

### Frequency

Select the frequency at which the customer pays his liability amount. The following options are available in the drop-down list:

- Daily
- Weekly
- Monthly
- Quarterly
- Half Yearly
- Yearly

### Amount

Specify the amount that the customer pays as his liability.

### Account Balance

Specify the balance associated with the liability account.

### Start Date

Specify a start date for the liability or select the start date by clicking the 'Calendar' icon.

### End Date

Specify an end date for the liability or select the end date by clicking the 'Calendar' icon.

## Asset Details

### Type

Select the type of the asset from the following options available in the drop-down list:

- Vehicle
- Home
- Others

### Asset Sub Type

Specify the sub type associated with the asset.

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**Description**

Specify a suitable description for the asset type.

**Asset Value**

Specify the value associated with the asset.

## Vehicle

You can specify the following details for the asset type 'Vehicle'.

**Make**

Specify the make of the vehicle.

**Model**

Specify the model of the vehicle.

**Manufacturing Year**

Specify the year of manufacture of the vehicle.

**Body**

Specify the body details of the vehicle.

**Reg#**

Specify the registration number of the vehicle.

## Home

**Address Line 1-3**

Specify the address of customer's residence in the three Address lines provided.

**Width**

Specify the width of the customer's residence.

**Length**

Specify the length of the customer's residence.

**Occupancy**

Specify the number of people who occupy of the customer's residence.

## 2.16.8  Requested Tab

The details related to the requested finance corresponding to the Lead Id selected are displayed in this tab. You can modify these details if required. If you have selected an 'Enquiry ID' for the customer, then the requested details that have been stored for the corresponding finance proposal are displayed here.

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ORDISTAE__CVS_MAIN__TAB_REQUESTED



You can also capture the following itemization details corresponding to the requested finance:

**Finance Requested**

**Requested Currency**

Specify the currency for transaction. The adjoining option list displays all valid currencies maintained in the system. You can select the appropriate one.

**Requested Amount**

Specify the amount requested corresponding to the itemization specified.

**Tenor (In Months)**

Enter the tenor in months.

**Rate**

Enter the profit rate for the finance.

**Hamish Jiddayah**

Specify the amount paid as *Hamish Jiddayah*.

**Promotion Id**

Specify a unique 4-character alphanumeric code to identify the promotion in the system.

**No of Installments**

Specify the requested Number of Finance Installments/Schedules.

**Frequency**

Specify the requested Finance Schedule Frequency.

**Unit**

Select the requested Finance Schedule Frequency Unit/Basis from the adjoining drop down list.

The system defaults the values of the following in the loan block in the underwriting stage:

- No of installments
- Frequency
- Unit

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**Financing against Salary**

Check this box to indicate that the finance should be associated with the applicant salary account.

**Financing Purpose**

Give a brief description on the purpose of financing.

## Itemization Details

**Itemization**

Specify the tenor itemization that is required. For example, you can specify the itemizations like 'Booking Amount', 'Payment', 'Interiors' etc.

**Amount**

Specify the amount requested corresponding to the itemization specified.

**Comments**

Give your comments, if any corresponding to the itemization.

### 2.16.9 Limits Tab

You can capture the details related to the limits provided by the customer in this tab.

ORDISTAE__CVS_MAIN__TAB_LINE



You can specify the following details here:

## Liability Details

**Liability Number**

Specify the Liability Number. If the Liability Number is customer group then all customers under this group should have same Liability Number.

**Liability Name**

Specify the Liability Name here. A maximum of 35 characters are allowed in this field.

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**Liability Branch**

Specify the branch in which liability is associated.

**Liability Currency**

Specify the currency with which the liability is associated. This cannot be changed post authorization.

**Overall Limit**

Specify the overall limit amount for that liability. Value entered in the field will be in the currency stated above. If liability is of customer group then overall limits stated will be common to all the customers.

## Line Details

**Line Code**

Specify the Line Code to which the liability ID is to be associated with. Allocating credit limits for the Line-Liability combination can be done. The customer(s) who fall under this Liability Code will in turn avail credit facilities under this Credit line.

By linking a Credit Line to a Liability code the customer also gets linked to the Credit Line. This is true because a Liability code has been assigned to every credit seeking customer and the credit facilities granted to the customer are defined and tracked against this code.

**Line Serial**

Each time a customer - line code combination is specified, Oracle FLEXCUBE ELCM system assigns a unique serial number to the combination. This serial number is unique to the line-liability code combination. Thus, for every new record entered for a Line-Liability combination, a new serial number is generated. The Line - Liability - Serial number forms a unique combination.

**Line Branch**

Select the line branch code from the adjoining option list.

**Main Line Code**

Specify the main line code. The adjoining option list displays all valid main line codes maintained in the system. You can choose the appropriate one.

**Line Currency**

Specify the currency in which the facility is defined. The currency that has been selected will have the following implications:

- The limit amount that has been specified for this Line-Liability combination is taken to be in this currency.
- The line that has been defined will be available for Utilization only in the line currency, unless specified otherwise under Currency Restrictions in this screen.

Once the entry is authorized you cannot change the currency.

If the limit allotted to this Line-Liability combination can be utilized by accounts and transactions in currencies other than the limit currency, the limit utilization will be arrived at by using the mid rate for the currency pair as of that day.

**Expected Limit Amount**

Enter the expected limit amount.

**Collateral Amount**

The system displays the collateral amount here.

**Effective Line Amount Basis**

For defining drawing power of line the elements mentioned below are treated as the basis for the effective line amount calculation.

- Limit Amount + Collateral Contribution
- Maximum Credit Turnover Allowed
- Minimum Limit

**Effective Line Amount**

The effective line amount basis will be validated for the following criteria:

- Effective line amount basis will be defaulted from the template
- Effective line amount basis will be made as a mandatory field
- Effective line amount basis will be allowed to change only before first authorization of line

The Effective Limit Amount can be modified only before the first authorization of the Line.

**Additional Line Amount**

Enter the effective line amount.

## Pool Details

**Pool Code**

Specify the Pool Code here. The pool code assigned to each collateral pool can be linked to a Liability while creating credit limits.

**Pool Description**

Specify a brief description of the collateral pool here.

**Pool Currency**

Specify the currency in which the Collateral Pool has to be maintained.

**Pool Amount**

The entire Collateral Linked amount will be displayed in this field.

**Pool Utilized**

This field displays the pool amount that has been linked to a various credit lines, hence displaying the total pool amount utilized at any point in time.

### 2.16.10 Collaterals Tab

You can capture the details related to the collaterals provided by the customer in this tab.

ORDISTAE__CVS_MAIN__TAB_COLLATERAL



In this screen, specify the following details to facilitate vehicle evaluation:

### Collateral Details

**Collateral Branch**

Select the finance applicant's collateral branch from the adjoining option list.

**Collateral ID**

Select the collateral ID from the adjoining option list.

**Collateral Description**

Give a brief description on the collateral.

**Collateral Currency**

Select the collateral currency from the adjoining option list.

**Collateral Value**

Specify the collateral value.

**Start Date and End Date**

Specify the tenor of the collateral using the Start Date and End Date fields. The collateral is considered effective only during this period.

**Collateral Category**

Select the collateral category from the adjoining option list.

**Collateral Type**

Select the collateral from the adjoining drop down list.

The options are:

- Market based
- Guarantee
- Normal

**Linked Percent**

Specify percentage of the part of the collateral amount which has to be linked to the pool.

**Linked Amount**

Specify the part of the collateral amount which has to be linked to the pool.

**Haircut %**

Specify the bank's margin (Haircut) to be assigned for Collateral. Haircut% applied by the system as per the Haircut schedule would be displayed here

**Revaluate Collateral**

Check this box to revaluate the collateral.

**Revaluation Date**

Specify the date on which the next revaluation has to be done.

**Revision Date**

Specify the date on which this collateral has to be revisited for review.

**Charge Type**

Select the charge type from the adjoining drop down list:

- Lien
- Pledge
- Hypothecation
- Mortgage
- Assignment
- This is only for information and not for processing.

**Utilization Order**

Specify the utilization order.

**Commitment Product**

Select the product code from the adjoining option list to be used for creating the commitment contract.

In this screen, specify the following details to facilitate vehicle evaluation:

**<u>Market Value Based</u>**

**Security ID**

Select the security id from the option list.

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**Number of units/Nominal value**

Specify the number of units.

**Cap Amount**

Specify the cap amount.

**Guarantor Based**

**Guarantor ID**

Select the Guarantor Id from the option list.

**Rating**

The system displays the rating.

**Vehicle Details**

You can capture the details of the vehicle which is to be evaluated in the following fields:

**Identification Number**

Enter the unique identification number associated with the vehicle.

**Year**

Specify the year of manufacture for the vehicle.

**Make**

Specify the make of the vehicle.

**Model**

Specify the vehicle model.

**Body**

Specify the vehicle body details.

**Usage**

Specify the mileage used by the vehicle till date.

---

**Note**

For more details on capturing Collateral details, refer the chapter titled 'Maintaining Collateral Details' in Enterprise Limits and Collateral Management user manual.

---

These details will be used at the underwriting stage to evaluate the vehicle.

### 2.16.11 Comments Tab

In this tab, you can specify comments, if any, related to the finance application.

ORDISTAE__CVS_MAIN__TAB_COMMENTS



You can specify the following details here:

**Sequence Number**

The sequence number is automatically generated by the system.

**Comments**

Specify comments, if any, to be associated with the finance application.

**Comment By**

The system defaults the name of the commenter..

**Comment Date**

Specify the date on which the comment was given or select the date by clicking the 'Calendar' icon.

## 2.16.12 Capturing Document Details

You can capture the customer related documents in central content management repository through the 'Documents' screen. Click 'Documents' button to invoke this screen.

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CSCDOCUP__CVS_MAIN__TAB_MAIN



Here, you need to specify the following details:

**Document Category**

Specify the category of the document to be uploaded.

**Document Reference**

The system generates and displays a unique identifier for the document.

**Document Type**

Specify the type of document that is to be uploaded.

**Upload**

Click 'Upload' button to open the 'Document Upload' sub-screen. The 'Document Upload' sub-screen is displayed below:



In the 'Document Upload' sub-screen, specify the corresponding document path and click the 'Submit' button. Once the document is uploaded through the upload button, the system displays the document reference number.

**View**

Click 'View' to view the document uploaded.

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In 'Istisna Lending' process, 'Document Upload' feature is not available in all the stages. Its availability in this process is given below:

| Stage Title | Function Id | Doc Callform Exists | Upload(Available/ Not Available) | View(Available/Not Available) |
|---|---|---|---|---|
| Application Entry | ORDISTAE | Available | Available | Available |
| Application Verification | ORDISTAV | Available | Available | Available |
| Application Management Verification | ORDISTMV | Available | Available | Available |
| Internal Blacklist Check | ORDISTKI | Available | Available | Available |
| External Blacklist Check | ORDISTKE | Available | Available | Available |
| Underwriting | ORDISTUD | Available | Available | Available |
| Finance Approval | ORDISTAR | Available | Available | Available |
| Document Verification | ORDISTDV | Available | Available | Available |
| Customer / Account / Facility / Finance / Collateral Creation | ORDITMCU | Available | Available | Available |
| User Acceptance | ORDITUSA | Not Available | | |
| Disbursement of Istisnaa | | Not Available | | |
| Manual Liquidation | ORDITPMT | Not Available | | |

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To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option.



All tasks that have been successfully completed are listed in the right side of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the information message as "...xxx Acquire Successful"

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open '*Istisna* Finance Application Verification' screen.

## Step 2.Application Verification Stage

The information captured in the previous stage is verified in the Application Verification stage. Application verification is carried out by the user role 'CMROLE'.

You can key-in the finance application details required in '*Istisna* Application Verification' screen.

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ORDISTAV__CVS_MAIN__TAB_CUSTOMER



The details related to the finance application entry are displayed in this screen, which can be verified by the verifier. The details cannot be modified in this stage, but comments can be added appropriately. On completion of this stage, the advices that are maintained for the stage are generated.

The verifier can either send the application back to the previous stage if the information provided is not adequate or can cancel it if the information captured is not satisfactory.

If the application details are verified successfully, the verifier can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The verifier can select 'REJECT' to return the process to previous stage for data correction or 'CANCEL' to terminate the process.

On successful verification a message, stating that the task is successfully completed, gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the information message as "...xxx Acquire Successful"

## Step 3.Application Management Verification Stage

The information captured in the previous stage is verified for the second time and for second level approval in the Application management Verification stage. Application verification is carried out by the user role 'CMROLE'.

You can key-in the finance application details required in 'Istisna Application Management Verification' screen.

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ORDISTMV__CVS_MAIN__TAB_CUSTOMER



The details related to the finance application entry are displayed in this screen, which can be verified by the verifier. The details cannot be modified in this stage, but comments can be added appropriately. On completion of this stage, the advices that are maintained for the stage are generated.

The verifier can either send the application back to the previous stage if the information provided is not adequate or can cancel it if the information captured is not satisfactory.

If the application details are verified successfully, the verifier can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The verifier can select 'REJECT' to return the process to previous stage for data correction or 'CANCEL' to terminate the process.

On successful verification a message, stating that the task is successfully completed, gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the information message as "...xxx Acquire Successful"

## Step 4.Internal Blacklist Check Stage

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The information against Internal KYC and SDN checks.are verified in Internal blacklist check stage.

Only users belonging to the 'CEROLE' (Compliance Executive) can perform this task. If you have requisite rights, acquire it from the list by clicking the 'Acquire' button adjoining the desired task. The following screen will be displayed.

The task will be moved to the 'Assigned' task list. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button. Go to the 'Acquired' task list and double-click on the record to invoke the following screen.

ORDISTKI__CVS_MAIN__TAB_CUSTOMER



The system displays all the customers associated with the finance application with internal status displaying whether the customer information is available or not.

Click 'Review' button to view all customer information and perform KYC and SDN checks..

The KYC Review Screen (STSKYCMN) and SDN Review Screens (ORSSDNMN) are displayed.





Once reviewed the verifier provides the review status and remarks.

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You can perform a check on the customer record based on the KYC Review and SDN Review screens and choose the internal KYC status and SDN status respectively based on the review.. You need to query on the records using all or a combination of the following criteria:

- Customer Number
- First Name
- Last Name
- Date Of Birth
- Country
- Internal
- Internal Remarks
- External
- External Remarks
- SDN status
- Review

Click the 'Query' button to view all records that match the specified criteria.

If the customer details do not match any of the displayed records, select the action 'CLEARED' from the drop-down list adjoining the 'Audit' button. Click the 'Save' icon in the tool bar to save the record. The system displays the information message as ".The task is completed successfully. The Workflow Reference Number is ...xxx"

## Step 5.External Blacklist Check Stage

The information against external KYC and SDN checks are verified in external blacklist check stage.

Only users belonging to the 'CEROLE' (Compliance Executive) can perform this task. If you have requisite rights, acquire it from the list by clicking the 'Acquire' button adjoining the desired task. The following screen will be displayed.

The task will be moved to the 'Assigned' task list. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button. Go to the 'Acquired' task list and double-click on the record to invoke the following screen.

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## ORDISTKE__CVS_MAIN__TAB_CUSTOMER



The system displays all the customers associated with the finance application with internal status displaying whether the customer information is available or not.

Click 'Review' button to view all customer information and perform KYC and SDN checks.

## ORCISLKY__CVS_MAIN

The KYC Review Screen (STSKYCMN) and SDN Review Screens (ORSSDNMN) are displayed.





Once reviewed the verifier provides the review status and remarks.

You can perform a check on the customer record based on the KYC Review and SDN Review screens and choose the external KYC status and SDN status respectively based on the review. You need to query on the records using all or a combination of the following criteria:

- Customer Number
- First Name
- Last Name
- Date Of Birth
- Country
- Internal
- Internal Remarks

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- External
- External Remarks
- SDN status
- Review

Click the 'Query' button to view all records that match the specified criteria.

If the customer details do not match any of the displayed records, select the action 'CLEARED' from the drop-down list adjoining the 'Audit' button. Click the 'Save' icon in the tool bar to save the record. The system displays the information message as "The task is completed successfully. The Workflow Reference Number is ...xxx"

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open '*Istisna* Finance Underwriting' screen.

# Step 6.Underwriting

In this stage, the bank assesses the eligibility of the borrower for the requested finance offer, based on the analysis of the borrower's financial ratios and credit scores. The bank also obtains credit details from external agencies and field investigation agencies. The tasks in underwriting stage are also carried out by the user role 'CMROLE'.

After ascertaining the eligibility of the customer, the bank provides multiple finance offers for the borrower and uses one offer chosen by the customer to generate payment schedule and schedule details. The advices that are maintained for the stage are generated on completion of the stage.

In this stage, the bank also conducts vehicle evaluation based on the details that have been captured at the 'Application Entry' stage. This evaluation can be done with details from an external agency in the collateral tab.

## 2.16.13 Collateral Tab

You can carry out the evaluation of vehicles in the collateral tab. Here, the details provided as part of the 'Application Entry' stage are defaulted, which you can modify. The evaluation can be done by interfacing with external agencies.

ORDISTUD__CVS_MAIN__TAB_COLLATERAL



In this screen, capture the following details:

### Vehicle Details

You can modify the details of the vehicle which is to be evaluated in the fields listed below.

**Identification Number**

Enter the unique identification number associated with the vehicle.

**Year**

Specify the year of manufacture for the vehicle.

**Make**

Specify the make of the vehicle.

**Model**

Specify the vehicle model.

**Body**

Specify the vehicle body details.

**Usage**

Specify the mileage used by the vehicle till date.

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You can retrieve vehicle details from an external agency either by specifying the identification number for the vehicle or all of the following fields:

- Year
- Make
- Model
- Body
- Usage

**Valuation Source**

Select the valuation source from the adjoining drop-down list. The options are:

- INTERNAL
- NONE

Select 'INTERNAL' if you wish the evaluation to be done by interfacing with an external agency.

**Status**

Select the status from the adjoining drop-down list. The options are:

- REQUIRED
- PENDING
- COMPLETED
- NOT REQUIRED
- NOT AVAILABLE

The evaluation will be done only if the valuation source is selected as 'INTERNAL' and the status is 'RECOMMENDED'. For any other combination of values for the two fields, the system will display an error message and will not proceed with the evaluation till the values are set as specified above.

After entering the required details, select 'VERIFY' as the Outcome and click 'Save'. If you have indicated that evaluation should be done you will not be allowed to select 'PROCEED' or 'CANCEL' as the Outcome till the verification has been successfully done.

The system will display a message stating that the task is successfully completed on saving the record.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the information message as "...xxx Acquire Successful"

Click 'Ok' to proceed to the next stage which will again be the underwriting stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open '*Istisna* Underwriting' screen.

The system will invoke the external valuation agency for vehicle evaluation. You can view the details in the collateral tab.In the collateral tab, click the 'Evaluate' button. The system will check for the data within the FLEXCUBE database. If there are none for the corresponding

vehicle, it will try to obtain the details from the external agency and display them in the 'Vehicle Evaluator' screen.



In this screen, you can view the information available for the vehicle based on the information provided by you. If the information in this screen matches the details available in the system database for the same vehicle, the status is updated to 'COMPLETED' in the collateral tab. If it does not match, then the status is updated to 'NO DATA'.

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**Note**

For more details on capturing Collateral details, refer the chapter titled 'Maintaining Collateral Details' in Enterprise Limits and Collateral Management user manual.

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Once the verification is completed, you can select the Outcome as 'PROCEED' and move to the next stage.

## 2.16.14  Credit Score Tab

The credit score tab is used to calculate the credit score details of the customer. You can also interface with external Credit engines and display recommendations and report. Internal Credit engine obtains information from customer and calculates credit score and displays system recommendation.

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ORDISTUD__CVS_MAIN__TAB_CRDSCR



The set of questions used to assess the credit rating of a prospective finance customer, associated Rule Id are displayed in this screen. You can specify the following details here:

System defaults the Category and Question as maintained in the Rule.

You can select the Answer from the option list.

Click 'Calculate' button to calculate the credit score and the grade, based on the formula maintained for calculating the credit score. The 'Grade' and the 'Score' are displayed based on this calculation.

## 2.16.15 Bureau Tab

You can interface with external credit bureaus and view report obtained from them in 'Bureau' tab. Based on the reports that are obtained from the external bureaus, the underwriter determines whether to approve the finance to the customer or not.

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ORDISTUD__CVS_MAIN__TAB_BUREAU



In the application entry stage, if the external credit required flag is checked, the bureau report gets generated in the underwriting stage.

If the credit bureau is not checked in the application entry stage, the underwriter can verify it in the underwriting stage by giving status as Required and Outcome as Verify. On giving the outcome as verify the credit bureau verification happens and the application moves to underwriting stage again.

The credit agencies and the bureaus maintained for the Application Category are displayed in this screen: You can capture the remarks and recommendations from these agencies in this tab. You can also view the credit report obtained from the agencies and bureaus.

## Credit Bureau Details

### Customer Id

The identification of the finance customer gets displayed here.

### Bureau

The credit bureau maintained for the Application Category in 'Application Category Maintenance' gets displayed here.

### Status

Select the status for the credit bureau check from the following options in the drop-down list:

- Completed
- Pending

### Remarks

Specify remarks, if any, associated with the finance application.

## External Credit Rating

### External Agency

Specify the external agency that you want to use for the evaluation,. If you do not specify a value here, the system will display an error message.

### Recommended

Select the recommendation of the credit agency for the finance requested from the following options provided in the drop-down list:

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- Recommended
- Not Recommended

**Remarks**

Specify remarks, if any, associated with the finance application.

**Status**

The following statuses are available:

- Required
- Pending
- Completed
- Not Required
- Not Available

The evaluation will be done only if the external agency has been specified and the 'Recommended' field has the value 'Recommended' status is 'RECOMMENDED'. For any other combination of values for the two fields, the system will display an error message and will not proceed with the evaluation till the values are set as specified above.

After entering the required details, select 'VERIFY' as the Outcome and click 'Save'. If you have indicated that evaluation should be done you will not be allowed to select 'PROCEED' or 'CANCEL' as the Outcome till the verification has been successfully done.

The system will display a message stating that the task is successfully completed on saving the record.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task which will be the underwriting stage again.

The system displays the information message as "The task is completed successfully. The Workflow Reference Number is ...xxx"

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open '*Istisna* Underwriting' screen.

The system will invoke the external valuation agency for credit evaluation. You can view the details in the bureau tab. This includes the score assigned by the agency for the customer.

In this screen, you can view the information available for the customer by clicking the 'Report' button under the field 'Status' in the External Credit Rating section. If the information is available, the status is updated to 'COMPLETED' in the collateral tab. If it does not match, then the status is updated to 'NO DATA'.

Once the verification is completed, you can select the Outcome as 'PROCEED' and move to the next stage.

You can click 'Report' button adjacent to credit rating record or credit bureau record to view the report obtained from the credit rating agency or the credit bureau.

The following reports can be viewed:

## Summary1

ORDMUDAE__CVS_CRBREPORT__TAB_SUMMARY1



## Summary 2

ORDMUDAE__CVS_CRBREPORT__TAB_SUMMARY2



## Trade Lines

ORDMUDAE__CVS_CRBREPORT__TAB_TRDLINES

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## Public Records

ORDMUDAE__CVS_CRBREPORT__TAB_PUBREC
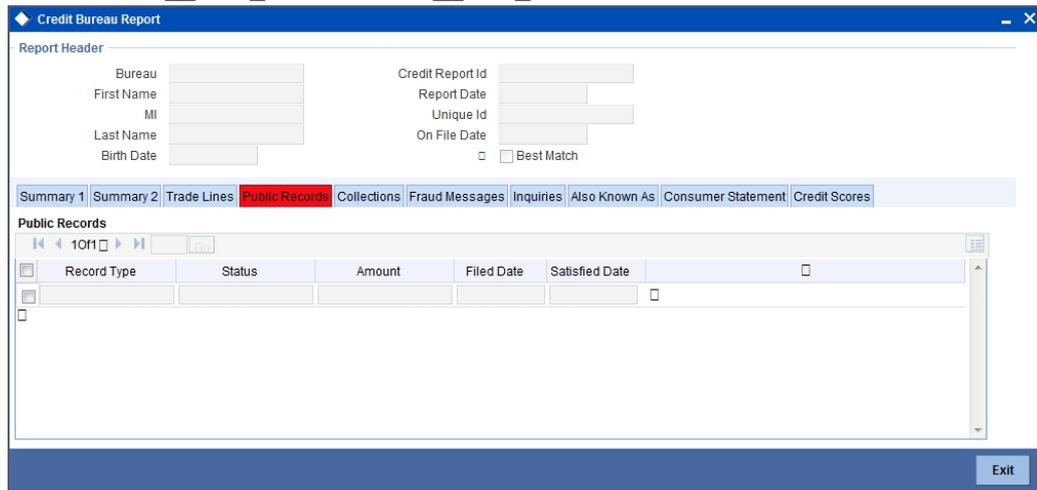


## Collections

ORDMUDAE__CVS_CRBREPORT__TAB_COLLECTIONS
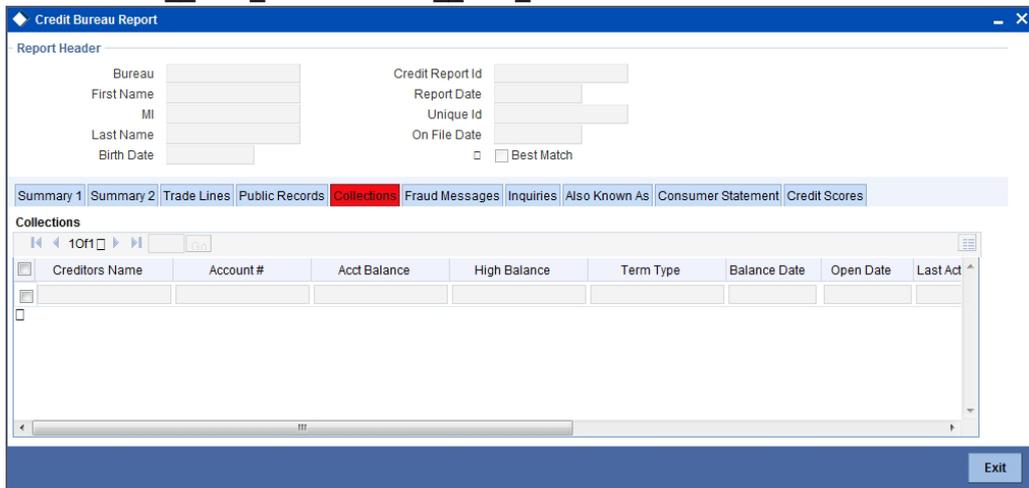


## <u>Fraud Messages</u>

ORDMUDAE__CVS_CRBREPORT__TAB_FRAUDMSG
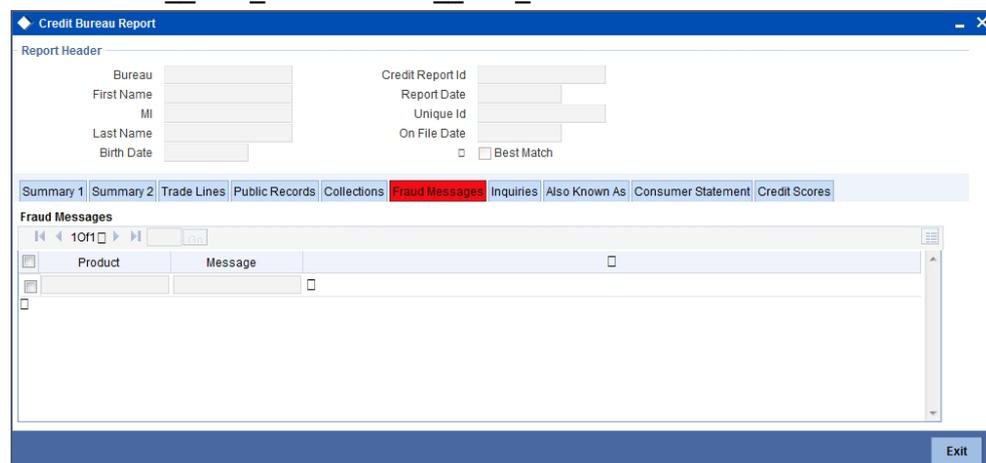
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## Inquiries

ORDMUDAE__CVS_CRBREPORT__TAB_INQ



## Also Known As

ORDMUDAE__CVS_CRBREPORT__TAB_AKA



## Consumer Statements

ORDMUDAE__CVS_CRBREPORT__TAB_CONSUMERSTM

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**Credit Score Details**

ORDMUDAE__CVS_CRBREPORT__TAB_CREDSCORE



### 2.16.15.1 Capturing Loan MIS Details

You can capture the Finance MIS details by clicking 'Finance MIS' button in 'Istisna Finance Underwriting' screen.

The 'Finance MIS' screen gets displayed where you can capture the details



### 2.16.15.2 Capturing Loan UDF Details

You can capture the Finance UDF details by clicking 'Finance Fields' button in 'Istisna Finance Underwriting' screen.

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The 'Finance UDF' screen gets displayed where you can capture the details



## 2.16.16 Ratios Tab

In the 'Ratios' tab, the system calculates the stated and actual income/debt ratios and also calculates the ratio based on 'What if payment amount'.

ORDISTUD__CVS_MAIN__TAB_FINSUM



The stated income and debt of the customer are displayed here You can capture the following additional details here.

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#### Actual

**Monthly Income**

Specify the actual monthly income of the customer based on documentary proof provided.

**Monthly Debt**

Specify the actual monthly debt of the customer based on documentary proof provided.

Click 'Calculate Ratios' button to calculate the asset/ liability ratios for the customer.

**What if Pmt Amt**

Specify the EMI amount that the customer is ready to pay.

Click 'Update Ratio' button to update the asset/ liability ratios for the customer, taking into account the EMI payments also.

The ratios for Installment, Finance To Value and Disposable Income are calculated for the following conditions:

- Stated Before
- Stated After
- Actual Before
- Actual After

## 2.16.17 Financing Tab

In the 'Financing' tab, the system displays the list of the multiple finance offers that are attached to the application category specified. If you have selected an 'Enquiry ID' for the customer, then the finance details that have been stored for the corresponding finance proposal are displayed here. You can modify these details, if required.

ORDISTUD__CVS_MAIN__TAB_LOANS



Specify the following details:

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**Pricing ID**

Based on the formula maintained in 'Pricing Maintenance' screen, the system automatically applies a price ID to the application. However, you can apply a different price ID that matches the application. You can select a different price ID from the option list.

If you change a price ID selected by the system and reapply a different price ID, the system changes the score of the pricing rule. The score determines the price ID to be automatically applied.

Click 'Apply' button to apply the selected price ID to the finance.

The details related to the finance offer like the number of installments, finance branch, frequency, unit, rate etc. are displayed here. Select the required offer by clicking the 'Check' option and click then click the 'Apply' button to apply the selected finance offer. The details corresponding to the selected finance offer are displayed in 'Finance Details' section. You can modify these details, if required, and click 'Apply' button to calculate the schedule details.

The offers maintained at the category level is displayed in the multiple offers block . The system compares the number of installments, frequencies and unit with the value in the requested tab at application entry stage. The rate in the offers block is compared with rate maintained in the pricing Id. The system applies that offer which matches with the mentioned criteria in the offer block. If the offer fails to match then a new row is added which will take its value from the pricing ID.

**Hamish Jiddayah**

The system displays the calculated Hamish Jiddayah amount from the entry stage. If the value is not given in the entry stage then the Hamish Jiddayah Amount gets calculated based on the Hamish Jiddayah %.

**Hamish Jiddayah %**

The system captures the Hamish Jiddayah percentage value. This value should not be a negative value. However, you can modify it.

**Effective Date**

The system captures the effective date of user defined elements. However, you can modify it in the underwriting stage.

## User Defined Element Values

The system supports multiple User Defined Elements here based on the effective dates maintained.

**UDE Id**

Select the User Defined Element Id from the adjoining option list.

**Value**

Specify the UDE value.

**Rate Code**

Select the rate code for UDE from the adjoining option list.

**Code Usage**

Select the code usage from the adjoining drop down list.

**Resolved Value**

The system defaults the system revised UDE value.

## Intermediary

System displays the intermediary details including the compensation percentage for each Intermediary, based on the Intermediary group maintained in Application Entry stage.However, you can modify it.

The payment schedules are derived based on the offer selected.

---

**Note**

You can select only one finance offer in this screen.

---

### 2.16.18 Component Tab

In 'Component' tab, the system calculates and displays the payment schedules and the schedule details based on the finance offer selected. If you have selected an 'Enquiry ID' for the customer, then the schedule details that have been stored for the corresponding finance proposal are displayed here. You can modify them, if required.

ORDISTUD__CVS_MAIN__TAB_SCHEDULE



The following details related to the schedule are displayed here:

- Component name
- Schedule type
- First due date
- Number
- Frequency
- Units

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- Amount

For each component of the components listed, the system calculates and displays the details like the Due Date, Amount Due, EMI Amount and Amortized Principal.

## 2.16.19 Charges Tab

In 'Charges' tab, the system calculates and displays charges, if any applicable.

ORDISTUD__CVS_MAIN__TAB_CHARGES



The system calculates and displays the charge details associated with the finance. The following details are displayed:

- Component Name
- Event Code
- Associated currency
- Amount

**Waive**

Check this box to waive the charges associated with the finance.

## 2.16.20 Investigation Tab

In this tab, the system captures the field investigation details associated with the customer.

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ORDISTUD__CVS_MAIN__TAB_INVESTIGATION



The following details related to the customer can be captured here:

● Verification Type
● Verification agency

You can view the investigation report associated with the customer by clicking the 'Report' button.

## 2.16.21  Comments Tab

In this tab, you can capture the comments by the users.

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ORDISTUD__CVS_MAIN__TAB_COMMENTS



You can capture the following details:

**Comments**

Specify comments, if any, to be associated with the finance application.

**Comment By**

The system defaults the name of the commenter.

**Comment Date**

Specify the date on which the comment was given or select the date by clicking the 'Calendar' icon.

 If the underwriting stage is successfully completed, the underwriter can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The underwriter can select 'REJECT' to return the process to previous stage for data correction or 'CANCEL' to terminate the process.

On successful completion a message, stating that the task is successfully completed, gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the information message as "...xxx Acquire Successful"

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open '*Istisna* Application Approval' screen.

## Step 7.Finance Approval Stage

In the Finance Approval stage, the approver verifies the finance application, analyzes the applicant's financial status, credit rating and field investigation reports and based on the credit worthiness of the customer approves the finance offered to the customer.

You can key-in the finance application details required in '*Istisna* Application Approval' screen.

Users belonging to user role 'CMROLE' are authorized to perform these tasks.

ORDISTAR__CVS_MAIN__TAB_CUSTOMER



The approver can send the application back to the previous stage if the information provided is not adequate or choose to cancel it if the information captured is not satisfactory.

If the application details are verified successfully, the approver can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The approver can select 'RETURN' to return the process to previous stage for data correction or 'CANCEL' to terminate the process.

On successful completion, a message stating that the task is successfully completed gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side

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of the screen. Select the checkbox against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the information message as "...xxx Acquire Successful"

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open '*Istisna* Finance Document Verification' screen.

If you have checked the option 'Auto Decision Required' during Application Entry stage, the based on the applicant credit score – auto decision mapping maintained in 'Auto Decision' screen, the system decides whether to approve the finance or not. The system makes one of the following decisions in that case:

- Auto Approved
- Recommend Approval
- Recommend Reject
- Auto Rejected
- If the auto decision made by the system is 'Auto Approval', you can skip the finance approval stage.

If the auto decision made by the system is 'Recommend Approval' or 'Recommend Reject', you need to manually verify and confirm the decision at this stage.

If the auto decision made by the system is 'Auto-Reject' then the application moves back to the application entry stage.

If any price group is associated with the application category, then the system will apply auto pricing after proceeding the Application Entry stage by considering the default 'Price ID' linked to the pricing group. Further, based on the selected finance offer, the finance is applied and schedules are defaulted. However, at underwriting stage, the underwriter may proceed or re-apply the finance by selecting a different finance offer.

Any advices maintained for this stage are generated after the completion of the stage.

# Step 8. Document Verification Stage

In the Document Verification stage, the documents captured in the previous stages are verified. It is ensured that all documents in the checklist maintained are obtained from the customer. In this stage, the application and applicant information captured as part of the previous stages undergoes a final verification.

Users belonging to user role 'CMROLE' are authorized to perform these tasks.

You can key-in the Finance application details required in '*Istisna* Document Verification' screen.

ORDISTDV__CVS_MAIN__TAB_CUSTOMER



The verifier can choose to send the application back to the previous stage if the information provided is not adequate or choose to cancel it if the information captured is not satisfactory.

If the applicant, application and document details are verified successfully, the verifier can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The verifier can select 'RETURN' to return the process to underwriting stage for data correction or 'CANCEL' to terminate the process.

On successful completion, a message stating that the task is successfully completed gets displayed. The customer, customer account, collateral etc. are created in the system on completion of the Document verification stage.

## 2.17    Message Generation

In this stage generation of offer letter and sending the contractual agreements takes place.

### Step 9.Finance Application Details Upload

In this final stage, the finance and collateral are created. Customer is also created if the applicant is a new customer.  Customer account is also created if information is captured for the same.

The system creates a Customer / Finance / Collateral / Facility / Account in Oracle FLEXCUBE with details captured from previous stages. A user in manager level role handles

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this stage. The creation of customer, collateral and finance can be verified in ORDITMCU screen.

# Step 10.User Acceptance Stage

Manual disbursement is done for the accounts created with a manual disbursement product. For accounts created with auto disbursement products, disbursement occurs on save of document verification stage.



The system creates a task 'Manual Liquidation' in the 'Reject' task list.



# Step 11.Disbursement of *Istisna* Stage

In this stage based on the outcome of the previous stage, the disbursement of *Istisna* for the underlying asset or moving the asset to inventory is decided.

If sale is confirmed, the system will trigger the disbursement of *Istisna* based on the value date.

If the sale is rejected, the system will display the asset detail capture detail.

# Step 12.Manual Liquidation Stage

Manual Liquidation is possible only if disbursement is done.

This screen is identical to the 'CI Payment Detailed' screen of Oracle FLEXCUBE.

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**Note**

Refer the chapter titled 'Operations' in the Islamic Financing User Manual for further details about the other fields in the screen.



If everything is found acceptable, select the action 'PROCEED' in the textbox adjoining the 'Audit' button in this screen and the process is completed. Otherwise the process displays the following screen.

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