Oracle Banking Trade Finance Process Management Cloud Service
Export LC Update Drawings User Guide

Release 14.8.0.0.0

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Preface

Purpose

This manual is designed to help you quickly get acquainted with the Oracle Banking Trade Finance Process Management Cloud Service **Export LC Update Drawing** process.

Audience

This document is intended for the following audience:

- Oracle Implementers
- Customer Service Representatives (CSRs)
- Oracle user

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Structure

This manual is organized into the following chapters:

• Preface gives information on the intended audience, structure, and related documents for this User Manual.

• The subsequent chapters provide an overview to the module.

Conventions

The following text conventions are used in this document:

Convention	Meaning
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text.
italic	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
`monospace`	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

Related Documents

For more information on any related features, you can refer to the following documents:

• Getting Started User Guide

• Oracle Banking Common Core User Guide

Screenshot Disclaimer

Personal information used in the interface or documents is dummy and does not exist in the real world. It is only for reference purposes.

Acronyms and Abbreviations

The list of the acronyms and abbreviations that are used in this guide are as follows:

Table 1   Acronyms and Abbreviations

Abbreviation	Description
OBTFPM	Oracle Banking Trade Finance Process Management
LC	Letter of Credit
BC	Bankers Cheque
FX	Foreign Exchange
CCY	Currency
LCY	Local Currency
FCY	Foreign Currency
LOV	List of Values
CIF	Customer Information File
UDF	User Defined Fields
FFT	Free Format Text
SBLC	Standby Letter of Credit

Basic Actions

Most of the screens contain Action Buttons to perform all or a few of the basic actions. The actions which are called here are generic, and it varies based on the usage and the applicability. The table below gives a snapshot of them:

Table 2   Common Action Buttons and its Definitions

Action Buttons	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

Table 2   (Cont.) Common Action Buttons and its Definitions

Action Buttons	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Click **Cancel** to cancel the transaction input midway without saving any data.
Save & Close	Click **Save & Close** to save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Next	Click **Next**, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.
Submit	Click **Submit** to complete the transaction after you specify all the input parameters for a particular process. The task will get moved to next logical stage of the process. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

Symbols and Icons

The list of symbols and icons available on the screens are as follows:

Table 3   Symbols and Icons - Common

Symbol/Icon	Function
⌟ ⌞ ⌝ ⌜	Minimize
⌜ ⌝ ⌞ ⌟	Maximize
✕	Close
🔍	Perform Search
▼	Open a list

Table 3   (Cont.) Symbols and Icons - Common

Symbol/Icon	Function
↔	Date Range
+	Add a new record
⏮	Navigate to the first record
⏭	Navigate to the last record
◀	Navigate to the previous record
▶	Navigate to the next record
⊞	Grid view
☰	List view
↻	Refresh
+	Click this icon to add a new row.
-	Click this icon to delete a row, which is already added.
📅	Calendar
🔔	Alerts
🔓	Unlock Option
🗐	View Option
📦	Reopen Option

Table 4   Symbols and Icons - Widget

Symbol/Icon	Function
	Open status
	Unauthorized status
	Rejected status
	Closed status
	Authorized status
	Modification Number

1

Oracle Banking Trade Finance Process Management Cloud Service

This topic helps you quickly get acquainted with the Oracle Banking Trade Finance Process Management Cloud Service process.

Welcome to the Oracle Banking Trade Finance Process Management Cloud Service User Guide. This guide provides an overview on the OBTFPMCS application and takes you through the various steps involved in creating and processing Trade Finance transactions.

This document will take you through following activities in OBTFPMCS:

- To create and handle Trade Finance transaction.
- Help users to conveniently create and process Trade Finance transaction

Overview

Oracle Banking Trade Finance Process Management Cloud Service is a Trade Finance middle office platform, which enables bank to streamline the Trade Finance operations. Oracle Banking Trade Finance Process Management Cloud Service enables the customers to send request for new Trade Finance transaction either by visiting the branch (offline channels) or through SWIFT/Trade Portal/other external systems (online channels).

Benefits

Oracle Banking Trade Finance Process Management Cloud Service helps banks to manage Trade Finance operations across the globe in different currencies. OBTFPMCS allows you to:

- Handle all Trade Finance transactions in a single platform.
- Provides support for limit verification and limit earmarking.
- Provide amount block support for customer account.
- Provides acknowledgement to customers.
- Enables the user to upload related documents during transaction.
- Enables to Integrate with back end applications for tracking limits, creating limit earmarks, amount blocks, checking KYC, AML and Sanction checks status.
- Create, track and close exceptions for the above checks.
- Enables to use customer specific templates for fast and easy processing of trade transactions that reoccur periodically.

Key Features

- Stand-alone system that can be paired with any back end application.
- Minimum changes required to integrate with bank's existing core systems.
- Faster time to market.
- Capable to interface with corporate ERP and SWIFT to Corporate.
- Highly configurable based on bank specific needs.
- Flexibility in modifying processes.

2

Export LC Update Drawings

This chapter is documented to get familiar with the **Export LC Update Drawings** process of Oracle Banking Trade Finance Process Management.

This process involves update of an existing drawing under Export LC.

For Drawings under Export LC, initiated on account of MT 734, 752 and 799, update of drawing under Export LC is initiated to process the substituted documents received from beneficiary and response received from issuing bank with discrepancy highlighted under the LC.

This topic contains following sub-topics:

- Common Initiation Stage
  This topic provides the systematic instructions to initiate the **Export LC Update Drawings** request.

- Registration
  This topic provides the systematic instructions to initiate the Registration stage of **Export LC Update Drawings** request.

- Scrutiny
  This topic provides the systematic instructions to initiate the Scrutiny stage of Export LC Update Drawings request.

- Data Enrichment
  This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Update Drawings request.

- Exceptions
  This topic helps you quickly get acquainted with the Exceptions process.

- Multi Level Approval
  This topic helps you quickly get acquainted with the Multi Level Approval process.

2.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the **Export LC Update Drawings** request.

Specify **User ID** and **Password**, and login to **Home** screen.

1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Initiate Task**.

   The **Initiate Task** screen appears.

   Figure 2-1   Initiate Task
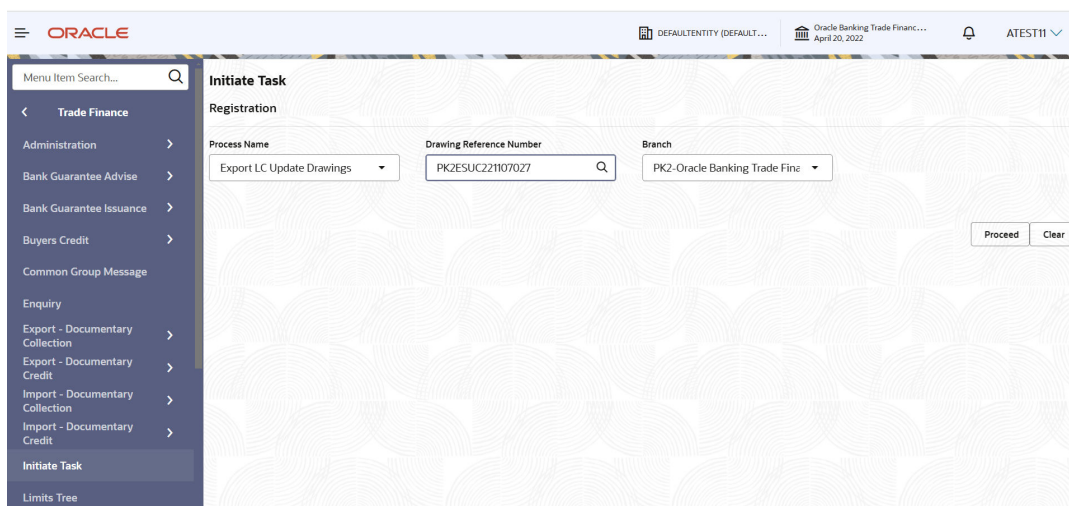
2. On **Initiate Task** screen, specify the fields.

> **✎ Note:**
>
> The fields which are marked as **Required** are mandatory.

For more information on fields, refer to the field description table below.

Table 2-1   Initiate Task - Field Description

Field	Description
Process Name	Select a process name from the drop-down list.
Drawing Reference Number	Click **Search** to search and select the required drawing reference number.
Branch	Select the required branch code from the drop-down list.

For more information on action buttons, refer to the field description table below.

Table 2-2   Action Buttons - Field Description

Field	Description
Proceed	Task will get initiated to next logical stage..
Clear	Click to clear the contents update and enter the values again.

3. Click **Proceed** to proceed to the next step.

2.2 Registration

This topic provides the systematic instructions to initiate the Registration stage of **Export LC Update Drawings** request.

During registration stage, user can capture the basic details and upload the related documents received from issuing bank. System also enables the user to capture some additional product
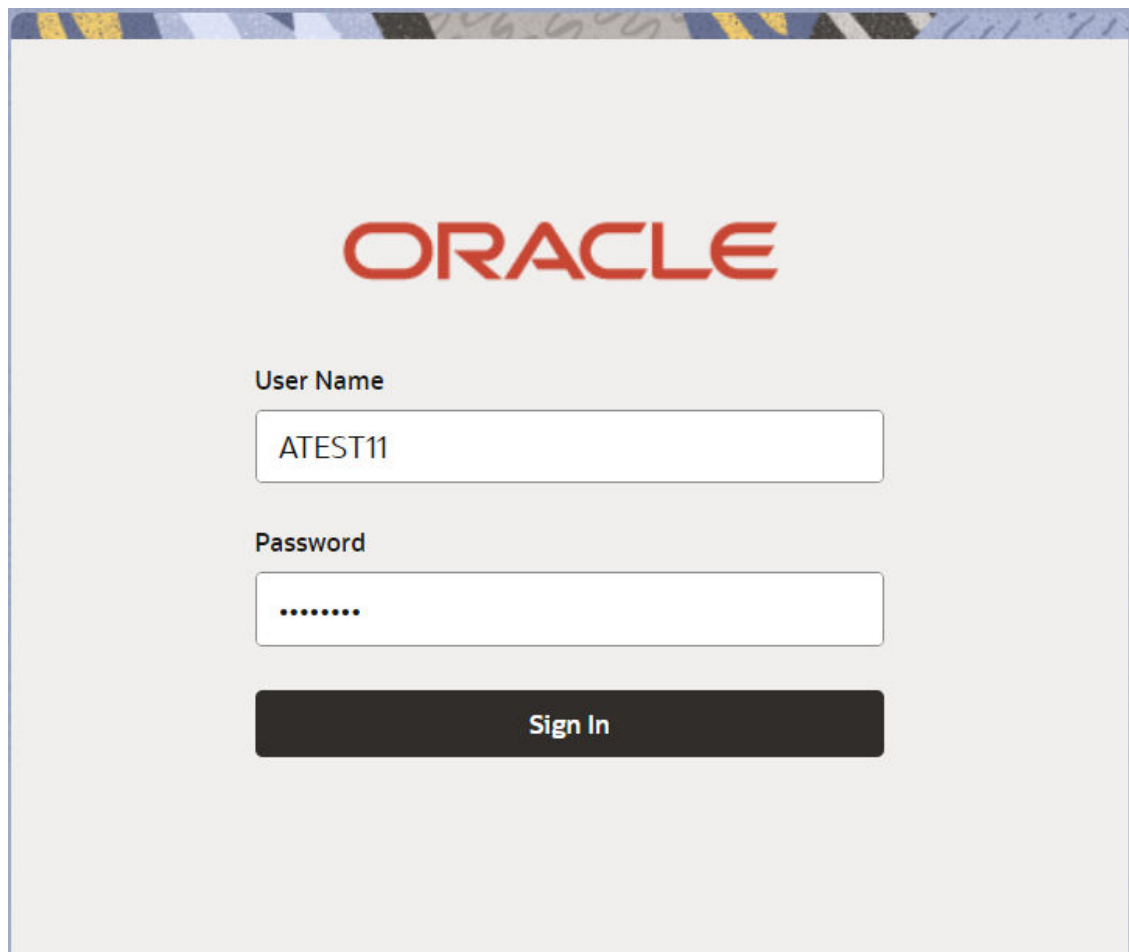
related details as an option. On submit of the request the request will be available for an LC expert to handle the request in the next stage.

The OBTFPMCS user can process MT798 with sub messages MT726-MT759 message received through SWIFT. The OBTFPMCS verifies the field 21 and 26E (of the MT759 and identifies the Original Contract Reference Number and Amendment Number and invokes the process. The user can cancel the previously received MT798 referenced message which is under process.

The OBTFPMCS user can process incoming MT798(up to a maximum of 8 messages) with sub messages MT788-MT799 message received through SWIFT and enables the user to cancel the previously received MT798 referenced message which is under process.

Specify **User ID** and **Password**, and login to **Home** screen.

Figure 2-2   LogIn Screen

1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Export Documentary Credit**.

2. Under **Export Documentary Credit**, click **Export LC Update Drawings**.

Figure 2-3   Export LC Update Drawings
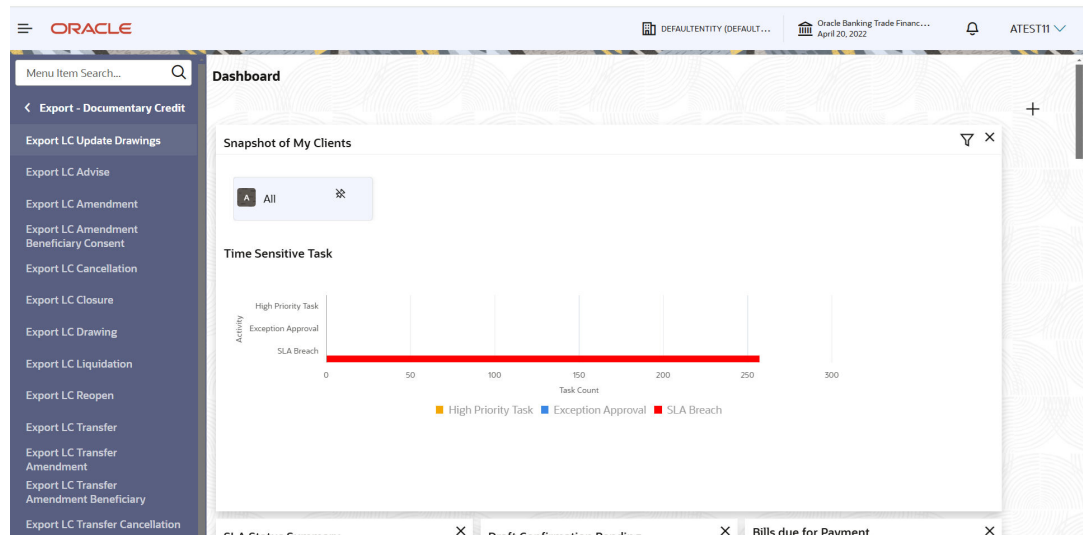
The **Export LC Update Drawings - Registration** screen appears.

The Export LC Drawing - Registration stage has two sections Application Details and LC Details. Let's look at the details of Registration screens below:

Figure 2-4   Export LC Update Drawings - Registration - Application Details

3. On **Export LC Update Drawings - Registration - Application Details** screen, specify the fields.

In case of MT798 message(738) application details is defaulted to SWIFT.

> **✏ Note:**
>
> The fields which are marked as **Required** are mandatory.

For more information on fields, refer to the field description table below.

Table 2-3   Export LC Update Drawings - Registration - Application Details - Field Description

Field	Description
LC Advised by us	Enable the option, if LC is advised by negotiating bank. Disable the option, if LC is not advised by the negotiating bank.
Drawing Reference Number	Specify the drawing reference number. Alternatively, click **Search** to search and select the drawing reference number. In the lookup, user can search giving Customer ID, Currency, Amount, User Reference Number and Value Date to fetch the LC details. Based on the search result, select the applicable LC for drawing. > **✏ Note:** > In case of silent confirmation, user gets an alert message "The LC has been Silently Confirmed."
Export LC Reference Number	Read only field. Exporter LC Reference Number is auto-populated based on the selected LC from the lookup.
Beneficiary	If **LC Advised by us** toggle is enabled, this field is read-only. Beneficiary is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, click **Search** to search and select the beneficiary customer. If beneficiary is a customer of the bank, system will check for valid KYC status. If KYC status is not valid, system will display alert message.
Branch	Read only field. Branch details is auto-populated based on the selected Export LC Reference Number.
Priority	System populates the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit.

Table 2-3   (Cont.) Export LC Update Drawings - Registration - Application Details - Field Description

Field	Description
Submission Mode	Read only field. System populates the submission mode of Export LC Update Drawings request. By default the submission mode will have the value as 'Desk'. • **Desk** - Request received through Desk • **Courier** - Request received through Courier • **Email** - Request received through email • **Fax** - Request received through Fax
Drawing Date	Read only field. Drawing date is auto-populated based on the selected drawing.
Document Received Date	Read only field. By default, the application will display system date.
Process Reference Number	Read only field. Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.

LC Details

Drawing Details will be populated from the drawings. Registration user can update the fields if required.

4. On **Export LC Update Drawings - LC Details** screen, specify the fields.

> **Note:**
>
> The fields which are marked as **Required** are mandatory.

For more information on fields, refer to the field description table below.

Table 2-4   Export LC Update Drawings - Registration - LC Details - Field Description

Field	Description
Documents Received	Select the number of sets of documents received from the drop-down.. The options are: • **First** • **Second** • **Both**
Tenor Type	Read only field. Tenor is auto-populated based on the selected drawing.
Product Code	Read only field. Product code is auto-populated based on the selected drawing.
Product Description	Read only field. This field displays the description of the product as per the product code.
Drawing Reference Number	Read only field. Drawing reference number is auto-populated based on the selected drawing.
User Reference Number	System defaults the user reference number based on the product code. The user can change the user reference number.
Applicant	Read only field. Applicant details is auto-populated based on the selected drawing.
Issuing Bank	If **LC Advised by us** toggle is enabled, this field is read-only. Issuing bank is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, click **Search** to search and select the issuing bank. The system will display the a. SWIFT code (if available) b. Name and address of the bank On selection of the record if SWIFT code is available then SWIFT code is populated, if SWIFT code is not available then the bank's name and address will be populated.
Issuing Bank Reference	If **LC Advised by us** toggle is enabled, this field is read-only. Issuing bank reference is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, specify the issuing bank reference number.
Date of Expiry	Read only field. Date of expiry is auto-populated based on the selected drawing.

Table 2-4   (Cont.) Export LC Update Drawings - Registration - LC Details - Field Description

Field	Description
Presenting Bank	If **LC Advised by us** toggle is enabled, this field is read-only. Presenting bank is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, specify the presenting bank or click **Search** to search and select the presenting bank. **Note:** In case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".
Presenting Bank Reference Number	Read only field. Presenting bank reference number is auto-populated based on the selected drawing.
Confirming Bank	Click **Search** to search and select the confirming bank.
Available with Bank	Click **Search** to search and select the value for available with bank from the look-up. **Note:** The Available Bank details should be handed off against 'Collecting Bank' Party in OBTF. **Note:** If the Bank selected in Confirming Bank and Available with Bank are same, system should hand off only the Confirming Bank details in Back office. **Note:** If Confirming Bank/Available with Bank are the same as Issuing Bank/Presenting Bank, system should display an error.
Drawing Amount	LC Drawing Amount is auto-populated based on the selected LC. User can edit the details, if required.
Amount In Local Currency	Read only field. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).

Table 2-4   (Cont.) Export LC Update Drawings - Registration - LC Details - Field Description

Field	Description
Outstanding Drawing Value	Read only field. Outstanding drawing value is auto-populated. This field displays the value as per the latest LC.
Outstanding LC Value	Read only field. Outstanding LC value is auto-populated. This field displays the value as per the latest LC.
Additional Amount	Select the currency and specify any additional amount to be processed under this LC drawing.
Operation Type	If **LC Advised by us** toggle is enabled, this field is read-only. Operation type is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, select the operation type.
Stage	Select the stage from the drop-down. The options are: • **Initial** • **Final**
Nego/Finance Amount	Negotiation/Financing amount is auto-populated based on the selected LC from the look-up.
Unlinked FX Rate	Unlinked FX Rate is auto-populated based on the selected LC from the look-up.
Rebate Amount	Select the currency and specify the rebate to the bill outstanding amount.
Customer Dispatch	The value is populated from back office based on the maintenance. If the option is enabled, the customer has the option to dispatch the documents directly to the importer's bank. If the option is enabled, the bank has to dispatch the documents to the importer's bank. Bank user is not allowed to edit the field, if the value defaulted from the back office is "No",

5. Click **Submit**.

   The task will move to next logical stage of **Export LC Update Drawings**.
   For more information on action buttons, refer to the field description table below.

Table 2-5   Export LC Update Drawings - Registration - Action Buttons - Field Description

Field	Description
Signatures	Click the Signature button to verify the signature of the customer/bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.

Table 2-5 (Cont.) Export LC Update Drawings - Registration - Action Buttons - Field Description

Field	Description
Documents	Upload the documents received under the Export LC Update Drawings.
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users handling the request.
Customer Instruction	Click to view/ input the following. • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.
Events	Click to view the details of the details of LC drawing, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancels the Export LC Update Drawings task. Details entered will not be saved and the task will be removed
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.
Submit	The task will move to next logical stage of Export LC Update Drawings. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

2.3 Scrutiny

This topic provides the systematic instructions to initiate the Scrutiny stage of Export LC Update Drawings request.

On successful completion of Registration of an Export LC Update Drawings request, the request moves to Scrutiny stage. At this stage the gathered information during Registration are scrutinized.
Do the following steps to acquire a task currently at Scrutiny stage:

Specify **User ID** and **Password**, and login to **Home** screen.

1. On **Home** screen, click **Tasks**.

2. Under **Tasks**, click **Free Tasks**.

Figure 2-5   Free Tasks

The **Free Task** screen appears.

3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.

4. The acquired task will be available in **My Tasks** tab. Click **Edit** to scrutinize the registered task or provide input for Scrutiny stage.

Figure 2-6   My Tasks

Let's look at the details for scrutiny stage. User can enter/update the following fields. Some of the fields that are already having value from Registration/online channels may not be editable.

When customer initiates an Export LC discrepant presentation response through SWIFT (Corporate to SWIFT) channel, the MT798 message containing the request is parsed and based on the STP parameters maintained, can create an Update of Export LC Drawing Task in OBTFPM.

In OBTFPM, the task is verified, enriched and on approval the task is handed off to back office system to update a export LC drawing process and generate the required messages.

The Scrutiny stage has the following hops for data capture:

- Main Details
  This topic provides the systematic instructions to initiate the main details of Scrutiny stage of Export LC Update Drawings request.

- Document Details
  This topic provides the systematic instructions to capture the details of the documents received.

- Additional Conditions
  This topic provides the systematic instructions to capture the additional condition details.

- Shipment Details
  This topic provides the systematic instructions to capture the shipment details of export LC update drawings request.

- Discrepancy Details
  This topic provides the systematic instructions to capture the discrepancy details.

- Maturity Details
  This topic provides the systematic instructions to capture the maturity details.

- Additional Fields
  This topic provides the systematic instructions to capture the additional fields.

- Additional Details
  This topic provides the systematic instructions to capture the additional details in Scrutiny stage of Export LC Update Drawings process.

- Summary
  This topic provides the systematic instructions to view the summary details in Scrutiny stage of Export LC Update Drawings request.

2.3.1 Main Details

This topic provides the systematic instructions to initiate the main details of Scrutiny stage of Export LC Update Drawings request.

Main details section has two sub section as follows:

- Application Details

- LC Details.

Application Details
All fields displayed under Application Details section, would be read only except for the 'Priority'.

1. On **Scrutiny - Main Details** screen, specify the fields that were not entered at Registration stage.

Figure 2-7   Scrutiny - Main Details

For more information on fields, refer to the field description table below.

Table 2-6   Export LC Update Drawings - Main Details - Application Details - Field Description

Field	Description
LC Advised by us	Read only field. The value is auto-populated from the Registration stage.
Drawing Reference Number	Read only field. The value is auto-populated from the Export LC Drawing.
Export LC Reference Number	Read only field. The value is auto-populated from the Export LC Drawing.
Beneficiary	Read only field. The value is auto-populated from the Export LC Drawing.
Branch	Read only field. Branch details is auto-populated based on the selected Export LC Reference Number.

Table 2-6   (Cont.) Export LC Update Drawings - Main Details - Application Details - Field Description

Field	Description
Priority	System populates the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit.
Submission Mode	Read only field. System populates the submission mode of Export LC Drawing request. By default the submission mode will have the value as 'Desk'. • Desk - Request received through Desk • Courier - Request received through Courier • Email - Request received through email • Fax - Request received through Fax
Drawing Date	Read only field. System displays the drawing date. By default, the application will display branch's current date.
Document Received Date	Read only field. By default, the application will display branch's current date.
Process Reference Number	Read only field. Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.

LC Details
The fields listed under this section are same as the fields listed under the **LC Details** section in Registration stage. For more information on the fields, refer to **LC Details** of Registration stage. During registration, if user has not captured input, then user can capture the details in this section.

Figure 2-8   LC Details

For more information on fields, refer to the field description table below.

Table 2-7   Export LC Update Drawings - LC Details - Field Description

Field	Description
Documents Received	Select the number of sets of documents received from the drop-down. The options are: • First • Second • Both
Tenor Type	Read only field. Tenor type is auto-populated based on the selected drawing.
Product Code	Read only field. Product code is auto-populated based on the selected drawing.
Product Description	Read only field. This field displays the description of the product as per the product code.
Drawing Reference Number	Read only field. Drawing reference number is auto-populated based on the selected drawing.
User Reference Number	System defaults the user reference number based on the product code. The user can change the user reference number.
Applicant	Read only field. Applicant details is auto-populated based on the selected drawing.
Issuing Bank	Read only field. Issuing Bank details is auto-populated based on the selected drawing.

Table 2-7   (Cont.) Export LC Update Drawings - LC Details - Field Description

Field	Description
Issuing Bank Reference	Read only field. Issuing bank reference is auto-populated based on the selected LC from the look-up.
Date of Expiry	Read only field. Date of expiry is auto-populated based on the selected drawing.
Presenting Bank	Specify the presenting bank or click **Search** to search and select the presenting bank. > **✎ Note:** > > In case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".
Presenting Bank Reference Number	Presenting bank reference number is auto-populated based on the selected drawing.
Confirming Bank	Click **Search** to search and select the confirming bank.
Available with Bank	Click **Search** to search and select the value for available with bank from the look-up.
Drawing Amount	Drawing amount is auto-populated based on the selected drawing. The user can change the drawing amount.
Amount In Local Currency	Read only field. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).
Outstanding Drawing Value	Read only field. Outstanding drawing value is auto-populated. This field displays the value as per the latest LC.
Outstanding LC Value	Read only field. Outstanding LC value is auto-populated. This field displays the value as per the latest LC.
Additional Amount	Specify any additional amount to be processed under this LC drawing.
Operation Type	Operation type is auto-populated based on the selected LC. User can edit the details, if required.
Stage	Stage value is auto-populated based on the selected LC. User can edit the details, if required.
Nego/Finance Amount	If **LC Advised by us** toggle is enabled, this field is read-only. Negotiation/Financing amount is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, specify the negotiation/Financing amount.

Table 2-7   (Cont.) Export LC Update Drawings - LC Details - Field Description

Field	Description
Unlinked FX Rate	If **LC Advised by us** toggle is enabled, this field is read-only. Unlinked FX Rate is auto-populated based on the selected LC from the look-up. If **LC Advised by us** toggle is disabled, specify the Unlinked FX Rate.
Rebate Amount	Rebate amount is auto-populated. User can edit the details, if required.
Customer Dispatch	The value will be populated from back office based on the maintenance. If the option is enabled, the customer has the option to dispatch the documents directly to the importer's bank. If the option is enabled, the bank has to dispatch the documents to the importer's bank. Bank user is not allowed to edit the field, if the value defaulted from the back office is "No",

Audit

This button provides information about user initiated the transaction, initiated date, stage wise detail etc.

For more information on audit, refer to the field description table below.

Table 2-8   Audit - Field Description

Field	Description
Application No.	This field displays the appliation number of the process.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Branch Code	This field displays the branch code.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Initiated Date	This field displays the date on which process is initiated.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Initiated By	This field displays the user ID of the user who had initiated the p

Table 2-8   (Cont.) Audit - Field Description

Field	Description
	rocess.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Process Name	This field displays the name of the process which his initiated.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
S. No	This field displays the serial number of the audit record.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Stage Name	This field displays the current stage of the process.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Completed Time	This field displays the time on which the audit of the current stage

Table 2-8   (Cont.) Audit - Field Description

Field	Description
	is completed.

Table 2-8   (Cont.) Audit - Field Description

Field	Description
Completed By	This field displays the user ID of the user who had completed th

Table 2-8   (Cont.) Audit - Field Description

Field	Description
	e a u d it .
Outcome	This field displays the outcome of the audit.

2. Click **Next**.

The task will move to next data segment. For more information refer Document Details

Table 2-9   Main Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Upload the required documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users handling the request.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following. • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.

Table 2-9   (Cont.) Main Details - Action Buttons - Field Description

Field	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancels the Export LC Update Drawings task. Details entered will not be saved and the task will be removed
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

2.3.2 Document Details

This topic provides the systematic instructions to capture the details of the documents received.

User can verify the documents received and identify discrepancies, if any. Compare the document received with the required documents and identify the discrepancies, if any. This section also enables user can add any new documents provided by beneficiary. Provide the information based on the description in the following table.

1. On **Document Details** screen, specify the fields.

Figure 2-9   Scrutiny - Document Details

For more information on fields, refer to the field description table below.

Table 2-10   Document Details - Field Description

Field	Description
Document Details - As per LC	Specify the Document Details - As per LC based on the description of following table:
Document Code	Read only field. System defaults the document code from the latest LC.
Document Reference Number	Specify the document reference number.
Copy	Read only field. Number of duplicate copies of documents as required in LC.
Original	Read only field. Number of documents in original as required in LC.
Description	Read only field. System dispalys the document description based on the document code.
First Mail Received Original	Specify the number of originals of documents received.
First Mail Received Copy	Specify the number of duplicate copies of documents received.
Second Mail Received Original	Specify the number of originals of documents received from second mail.
Second Mail Received Copy	Specify the number of duplicate copies of documents received.
Document Clause	Read only field. System populates the document Clause based on the document code. User can view the document clause by clicking the link in the 'Document Clause' column.

Table 2-10   (Cont.) Document Details - Field Description

Field	Description
Received Description	System populates the description of the documents received from presenting bank. User can edit the description clause by clicking the link in the 'Received Description' column.
Discrepant	System marks the discrepant toggle as 'Yes' if there is difference between number of documents required and number of documents received. It also enables the user to make the changes, if any discrepancy identified in the document.
Discrepancy Code	Click **Search** to search and select the discrepancy code based on the discrepancy identified. This field is enabled, if **Discrepant** option is enabled.
Discrepancy Description	Description will be displayed based on the discrepancy code. The user can change the description.
Action	Click Edit icon to edit the document details.
Additional documents presented	Specify the additional documents presented details. The user can click **+** to add multiple document details. This table fetches document details as maintained for the specific bill drawing product (BCDPRMNT). Here user can add/modify/delete additional document received, if any, during bill drawing. Once bill drawing is authorized, details from this table will be fetched in update drawing operation also.
Document Code	Document code is auto-populated from the latest LC. User can click plus **+** icon and click **Search** to search and select the document code based on the document received . User can add or delete the code by deleting the line on the grid. **Note:** The User is not allowed to add any document code which is already existing in any of the two tables.
Document Reference Number	Specify the reference number available in the documents. **Note:** If "Document date" is more than "Shipment Date" system displays an override alert.
Document Date	Specify the document date of the underlying document. **Note:** If "Document date" is more than "Shipment Date" system displays an override alert.

Table 2-10   (Cont.) Document Details - Field Description

Field	Description
Description	Displays the description of the additional documents based on the document code selected. Click the link to view the description of the document.
First Mail Received Original	Specify the number of originals of documents received from first mail.
First Mail Received Copy	Specify the number of duplicate copies of documents received from first mail.
Second Mail Received Original	Specify the number of originals of documents received from second mail.
Second Mail Received Copy	Specify the number of duplicate copies of documents received from second mail.
Action	Click Edit icon to edit the document code. Click Delete icon to delete the document code.

2. Click **Next**.

The task will move to next data segment.
For more information on action buttons, refer to the field description table below.

Table 2-11   Document Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the export lc update drawings. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.

Table 2-11   (Cont.) Document Details - Action Buttons - Field Description

Field	Description
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,9999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

Table 2-11   (Cont.) Document Details - Action Buttons - Field Description

Field	Description
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.3 Additional Conditions

This topic provides the systematic instructions to capture the additional condition details.

If there are additional documents received from the beneficiary that has not be requested through LC, user must add them.
Enables the user to check the whether the documents received comply with the additional conditions mentioned in LC.

1. On **Scrutiny - Additional Conditions** screen, specify the fields.

Figure 2-10   Additional Conditions

This section displays the list of additional conditions as per LC. Provide the Additional Conditions details as per the description in the following table:

For more information on fields, refer to the field description table below.

Table 2-12   Additional Conditions - Field Description

Field	Description
FFT Code	This field displays the FFT code as per the latest LC. The user can click + to add multiple Additional Condition details.

Table 2-12   (Cont.) Additional Conditions - Field Description

Field	Description
FFT Description	This field displays the description of the FFT code as per the latest LC.
Discrepant	Enable the discrepant toggle as 'Yes' if there is difference between LC requirement and documents received.
Discrepancy Code	Click **Search** to search and select the discrepancy code based on the discrepancy identified.
Discrepancy Description	Description will be displayed based on the discrepancy code.
Action	Click Edit icon to edit the additional condition details.

2. Click **Next**.

The task will move to next data segment.
For more information on action buttons, refer to the field description table below.

Table 2-13   Additional Conditions - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Drawing. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.

Table 2-13 (Cont.) Additional Conditions - Action Buttons - Field Description

Field	Description
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.

Table 2-13   (Cont.) Additional Conditions - Action Buttons - Field Description

Field	Description
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.4 Shipment Details

This topic provides the systematic instructions to capture the shipment details of export LC update drawings request.

User must check whether the received documents of goods and shipment matches the requirement in LC.

1. On **Shipment Details** screen, specify the fields.

Figure 2-11   Shipment Details

For more information on fields, refer to the field description table below.

Table 2-14   Shipment Details – Field Description

Field	Description
Description of Goods and/or Services	Specify the **Description of Goods and/or Services** details. The user can click **+** to add multiple descrption of goods and services.
Select	Check box to select the record.
Goods Code	This field displays goods code as per latest LC.

Table 2-14   (Cont.) Shipment Details – Field Description

Field	Description
As Per LC	This field displays the description of goods as per LC. User can edit the value, if required.
No of Units	Specify the number of units being imported or exported.
Price per Unit	Specify the value for price per unit.
Outstanding Units	Specify the value for outstanding units.
As Per Documents	This field displays the description of goods as per the documents. User can edit the value, if required.
Discrepant	Enable the option as 'Yes' if there is difference between LC requirement and documents received.
Discrepancy Code	Select the discrepancy code based on the discrepancy identified.
Discrepancy Description	Description will be displayed based on the discrepancy code.
INCO Terms	Click **Search** to search and select the INCO terms from the document received.
INCO Terms Description	System displays the description of the INCO term.
Country of Origin	Specify the country of origin details from the documents received.
Insurance Company Code	Click **Search** to search and select the Insurance Company Code from the lookup.
Insurance Company	Read only field. The system displays the insurance company details as per the selected Insurance Company Code.
Policy Number	Specify the policy number of the insurance.
Carrier Name	Specify the details of the carrier as per the documents received, if the goods got shipped via multiple carriers.
Shipment Details	Specify the **Shipment Details**.
Date Of Shipment	Select the date of shipment as per the documents received. This field is mapped against the Latest Date of Shipment in LC to check for discrepancy.
Shipping Agent	Specify the shipping agent details.
Date of Presentation	Auto-populated based on the system date. If Place of expiry is Issuing bank, This field is mapped against the Expiry Date in LC to check for discrepancy.
Details	Details represent the fields in latest LC.
As Per LC	This field displays description of the fields as per the latest LC.
As Per Documents	Specify the description of the goods as per the documents.
Discrepant	Enable the option as 'Yes' if there is difference between LC requirement and documents received.
Discrepancy Code	Select the discrepancy code based on the discrepancy identified.
Discrepancy Description	Description will be displayed based on the discrepancy code.

2. Click **Next**.

The task will move to next data segment.

Table 2-15 Shipment Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following
	• **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.
	• **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any.
	In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.
	In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required.
	The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.
	If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.

Table 2-15   (Cont.) Shipment Details - Action Buttons - Field Description

Field	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.5 Discrepancy Details

This topic provides the systematic instructions to capture the discrepancy details.

This section displays the list of discrepancies captured. User can add/update/review the discrepancies identified in the section.

1. On **Discrepancy Details** screen, specify the fields, if any.

Figure 2-12   Discrepancy Details

For more information on fields, refer to the field description table below.

Table 2-16   Discrepancy Detials - Field Description

Field	Description
Accept All	To accept all the discrepancy. System will auto update the Discrepancy status as 'Accepted' and Resolved Date to branch date for all the discrepancy records. User can capture the Resolved Remarks for individual discrepancy if any.
Reject All	To reject all the discrepancy. System will auto update the Discrepancy status as 'Rejected' and Resolved Date to branch date for all the discrepancy records. User can capture the Resolved Remarks for individual discrepancy if any.
Select	Check box to select the record.
Discrepancy Code	Discrepancy code is defaulted by the system. Click **Search** to search and select the discrepancy code based on the discrepancy identified.
Discrepancy Description	This field displays the description based on the discrepancy code. The user can edit the description.
Discrepancy Resolved	The toggle is enabled, if discrepancy is resolved.
Resolved Date	Set the date when discrepancy is resolved.
Resolved Remarks	Specify the remarks for discrepancy resolution.
Resolved Under MT750	Enable the option, if discrepancy is resolved under MT750.
Action	Click Edit icon to edit the discrepancy details. Click Delete icon to delete the discrepancy details.
Pay Msg Date	Select the pay message date.
Non Pay Msg Date	Select the non pay message date.

Table 2-16 (Cont.) Discrepancy Detials - Field Description

Field	Description
Acceptance Message Date	Select the acceptance message date.
Non Acceptance Message Date	Select the non acceptance message date.
Discrepancies Approval Date	Select the date on which discrepancies has been approved.
Under Reserve	The option when selected, allows the system to send the stage as Final to OBTF on Hand off. By default, the check box is de-selected. System allows to check this field, when the discrepancy in Bill and Operation is NEG.
MT750 Details	Specify the **MT750 Details**.
Charges to be recovered	Click the edit icon and specify the charges to be recovered in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Charges to be added	Click the edit icon and specify the charges to be added in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Total Amount be paid	Click the edit icon and specify the total amount be paid in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Account with Bank	Click the edit icon and specify the account with bank details in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Sender to Receiver Information	Click the edit icon and specify the sender to receiver information in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.

2. Click **Next**.

The task will move to next data segment.
For more information on action buttons, refer to the field description table below.

Table 2-17 Discrepancy Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application

Table 2-17   (Cont.) Discrepancy Details - Action Buttons - Field Description

Field	Description
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

Table 2-17   (Cont.) Discrepancy Details - Action Buttons - Field Description

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.6 Maturity Details

This topic provides the systematic instructions to capture the maturity details.

1. On **Maturity Details** screen, specify the fields.

Figure 2-13   Maturity Details

For more information on fields, refer to the field description table below.

Table 2-18   Maturity Details - Field Description

Field	Description
Tenor Type	Read only field. This field displays the tenor type as per LC.
Tenor Basis	Specify the tenor basis, if the tenor is not sight. The tenor base code description is displayed based on the selected tenor basis.
Start Date	System defaults the start date. The user can change the date.
Tenor Days	Specify the number of tenor days.
Transit Days	Specify the transit days, if the tenor is sight.
Maturity Date	System displays the due date for the bill based on tenor and tenor basis. If tenor is sight, system will calculate the maturity date as five working days from Document Received Date. User can change this value to any date earlier than the maturity date up to system date. User cannot change the value to later than maturity date. If tenor is Usance, system will calculate the maturity date based on the tenor basis and populate the maturity date.
Interest From Date	Select the interest from date. The interest from date cannot be earlier than branch date and later than maturity date.

Table 2-18   (Cont.) Maturity Details - Field Description

Field	Description
Interest To Date	Select the interest to date.
Acceptance Commission From Date	Select the accept commission from date.
Acceptance Commission To Date	Select the accept commission to date.
Other Bank Charges	Specify the **Other Bank Charges** details.
Other Bank Charges - 1	Indicates the charges to be collected for the other bank as part of the drawings transaction.
Other Bank Charges - 2	Indicates the charges to be collected for the other bank as part of the drawings transaction.
Other Bank Charges - 3	Indicates the charges to be collected for the other bank as part of the drawings transaction.
Other Bank Description -1	This field displays the description of charges to be collected for the other bank as part of the drawings transaction.
Other Bank Description - 2	This field displays the description of charges to be collected for the other bank as part of the drawings transaction.
Other Bank Description - 3	This field displays the description of charges to be collected for the other bank as part of the drawings transaction.
Other Charges	Specify the **Other Charges** details.
Debit Value Date	System defaults the debit value date. The user can change the date.
Credit Value Date	System defaults the credit value date. The user can change the date.
Value Date	System defaults the value date. The user can change the date.
Allow Pre-Payment	Enable the option to allow pre-payment. Disable the option if pre-payment is not allowed.
Refund Interest	Toggle On: Indicates refund of interest. Toggle Off: Indicates interest refund is denied.
Transfer Collateral from LC	Toggle On: Indicates that the transfer collateral from LC is allowed. Toggle Off: Indicates that the transfer collateral from LC is denied.

2. Click **Next**.

The task will move to next data segment.
For more information on action buttons, refer to the field description table below.

Table 2-19   Maturity Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following
	• Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.
	• Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any.
	In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.
	In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required.
	The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.
	If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.

Table 2-19   (Cont.) Maturity Details - Action Buttons - Field Description

Field	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.7 Additional Fields

This topic provides the systematic instructions to capture the additional fields.

Banks can configure these additional fields during implementation.

1. On **Additional Fields** screen, specify the fields, if any.

Figure 2-14   Scrutiny - Additional Fields
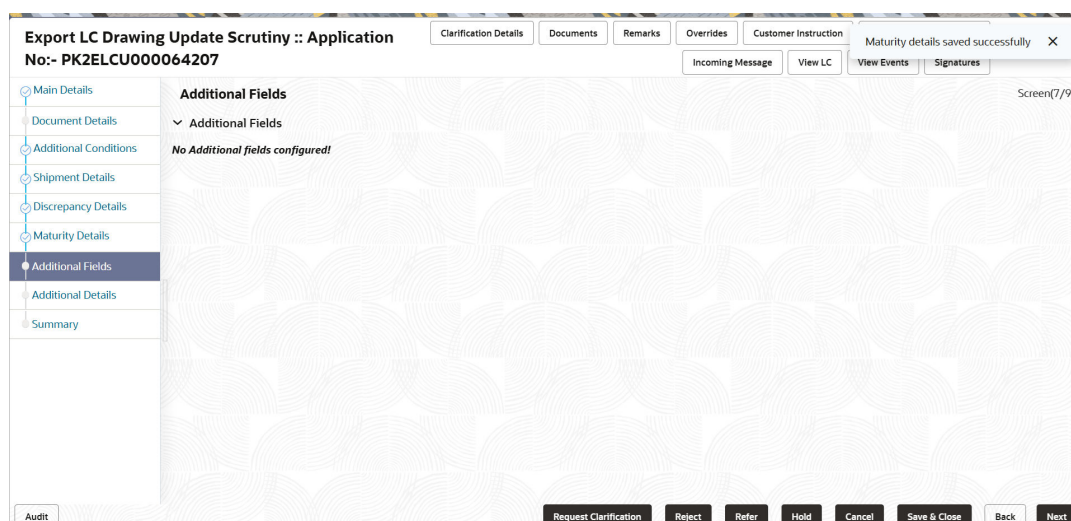
2. Click **Next**.

   The task will move to next data segment. For more information refer Additional Details.
   For more information on action buttons, refer to the field description table below.

Table 2-20   Additional Fields - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.

Table 2-20   (Cont.) Additional Fields - Action Buttons - Field Description

Field	Description
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

Table 2-20   (Cont.) Additional Fields - Action Buttons - Field Description

Field	Description
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.8 Additional Details

This topic provides the systematic instructions to capture the additional details in Scrutiny stage of Export LC Update Drawings process.

A Scrutiny user can verify/input/update the additional details Data Segment of the Export LC Update Drawings request.

1. On **Additional Details** screen, click ⁝ on any Additional Details tile to view the details.

Figure 2-15   Additional Details

Limits and Collaterals

On Approval, system should not release the Earmarking against each limit line and system should handoff the "Limit Earmark Reference Number "to the back office. On successful handoff, back office will make use of these "Limit Earmark Reference Number" to release the Limit Earmark done in the mid office (OBTFPMCS) and should Earmark the limit from the Back office.

In case multiple Lines are applicable, Limit Earmark Reference for all lines to be passed to the back office.

Figure 2-16   Limit Details

Limit Details

Customer Id

001044 🔍

Linkage Type

Facility ▾

Contribution %

100.0 ⌄ ⌃

Liability Number

001044 🔍

Contribution Currency

USD

Line Id/Linkage Ref No

001044_US 🔍

Limit/Liability Currency

USD

Limits Description

Limit Check Response

Available

Amount to Earmark

$10.00

Expiry Date

📅

Limit Available Amount

$999,378,010.18

Response Message

Balance available of USD
999378010.18

ELCM Reference Number

[Verify] [Save & Close] [Close]

Figure 2-17   Collateral Details

Figure 2-18   Deposit Linkage Details

For more information on fields, refer to the field description table below.

Table 2-21   Limit Details - Field Description

Field	Description
Limit Details	Specify the limit details. Click plus icon to add new limit details. Below fields are displayed on the Limit Details pop-up screen, if the user clicks plus icon.
Customer ID	This field displays the applicant's/applicant bank customer ID defaulted from the application.
Linkage Type	Select the linkage type. Linkage type can be: • **Facility** • **Liability** By default Linkage Type should be **Facility**.

Table 2-21 (Cont.) Limit Details - Field Description

Field	Description
Contribution %	System will default this to 100%. User can modify, if contribution is more than 100%. System will display an alert message, if modified. Once contribution % is provided, system will default the amount. System to validate that if Limit Contribution% plus Collateral% is equal to 100. If the total percentage is not equal to 100 application will display an alert message. **✎ Note:** The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
Liability Number	Click **Search** to search and select the Liability Number from the look-up. The list has all the Liabilities mapped to the customer.
Contribution Currency	This field displays the contribution currency.
Line ID/Linkage Ref No	Click **Search** to search and select from the various lines available and mapped under the customer id gets listed in the drop-down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount. The user can click the Line Id link to view the limit details. **✎ Note:** User can also select expired Line ID from the lookup and on clicking the verify button, system should default "The Earmarking cannot be performed as the Line ID is Expired" in the "Response Message" field. This field is disabled and read only, if **Linkage Type** is Liability.
Limit/Liability Currency	This field displays the limit currency, when the user select the **Liability Number**.
Limits Description	This field displays the limits description.
Limit Check Response	This field displays the limit check response. Response can be 'Success' or 'Limit not Available' based on the limit service call response. The value in this field appears, if you click the **Verify** button.
Amount to Earmark	This field defaults the amount to earmark. Contribution amount will default based on the contribution %. User can change the value.

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Table 2-21   (Cont.) Limit Details - Field Description

Field	Description
Expiry Date	This field displays the date up to which the Line is valid.
Limit Available Amount	This field displays the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount. The value in this field appears, if you click the **Verify** button.
Response Message	This field displays the detailed response message. The value in this field appears, if you click the **Verify** button.
ELCM Reference Number	This field displays the ELCM reference number.
Limit Details grid	Below fields appear in the **Limit Details** grid along with the above fields.
Line Serial	Displays the serial of the various lines available and mapped under the customer id. This field appears on the Limits grid.
Edit	Click the link to edit the **Limit Details**.
Cash Collateral Details	This section displays the **Cash Collateral Details**.
Collateral Percentage	System populates the Collateral % maintained in the Customer / Product for the counter party of the contract. User can modify the collateral percentage.
Collateral Currency and amount	System populates the contract currency as collateral currency by default. User can modify the collateral Currency and amount.
Exchange Rate	System populates the exchange rate maintained. User can modify the collateral Currency and amount. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.
Collateral Details pop-up screen	Click **+** plus icon to add new collateral details. Below fields are displayed on the **Collateral Details** pop-up screen, if the user clicks plus icon.
Total Collateral Amount	Read only field. This field displays the total collateral amount provided by the user.
Collateral Amount to be Collected	Read only field. This field displays the collateral amount yet to be collected as part of the collateral split.
Sequence Number	Read only field. The sequence number is auto populated with the value, generated by the system.
Collateral Split %	Specify the collateral split% to be collected against the selected settlement account.
Collateral Contribution Amount	Specify the collateral amount to be collected against the selected settlement account. User can either provide the collateral % where the collateral amount will be auto populated or modifying the collateral amount will auto correct the collateral %.
Settlement Account	Click **Search** to search and select the settlement account for the collateral.
Settlement Account Currency	Read only field. This field displays the settlement account currency defaulted by the system.

Table 2-21   (Cont.) Limit Details - Field Description

Field	Description
Exchange Rate	Read only field. This field displays the exchange rate, if the settlement account currency is different from the collateral currency.
Contribution Amount in Account Currency	Read only field. This field displays the contribution amount in the settlement account currency as defaulted by the system.
Account Available Amount	Read only field. System populates the account available amount on clicking the **Verify** button.
Response	Read only field. System populates the response on clicking the **Verify** button.
Response Message	Read only field. System populates the response message on clicking the **Verify** button.
Verify	Click to verify the account balance of the Settlement Account.
Save & Close	Click to to save and close the record.
Cancel	Click to cancel the entry.
Cash Collateral Details grid	Below fields appear in the **Cash Collateral Details** grid along with the above fields.
Collateral %	Specify the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
Contribution Amount	This field displays the collateral contribution amount. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
Edit	Click edit link to edit the collateral details.
Account Available Amount	This field displays the account available amount which will be auto-populated based on the settlement account selection.
Deposit Linkage Details	In this section which the deposit linkage details is captured. System should allow the user to Link one or more existing Deposits as a contribution to secure underlying transactions. On Submit of DE stage, system will create Linkage of the Deposit/modification of existing Linkage by calling Back-office system (DDA) system directly. Click + plus icon to add new Deposit Linkage details.
Edit	Click edit link to edit the deposit linkage details.
Deposit Linkage Details pop-up screen	Below fields are displayed on the **Deposit Linkage Details** pop-up screen, if the user clicks plus icon.

Table 2-21 (Cont.) Limit Details - Field Description

Field	Description
Deposit Account	Click **Search** to search and select deposit for linkage from the list of all the customer Deposits. All the Deposits of the customer should be listed in the LOV search. User should be able to select the deposit for linkage.
Deposit Branch	This field displays the deposit branch which will be auto-populated based on the deposit account selection.
Deposit Available Amount	This field displays the deposit available amount and currency which will be auto-populated based on the deposit account selection.
Deposit Maturity Date	This field displays the maturity date of deposit based on the deposit account selection.
Exchange Rate	This field displays the latest exchange rate for deposit linkage. This will be picked up from the exchange rate maintenance from the common core.
Deposit Available In Transaction Currency	This field displays the deposit amount available, after exchange rate conversion, if applicable.
Linkage Percentage %	Specify the value for linkage percentage.
Linkage Amount (Transaction Currency)	This field displays the transaction amount, user can change the value. System validates the linking amount with available Deposit balance and should not allow to link more than the available amount.
Deposit Details grid	Below fields appear in the **Deposit Details** grid along with the above fields.
Deposit Currency	This field displays the deposit currency.
Transaction Currency	This field displays the transaction currency.

2. Click **Save and Close** to save the details and close the screen.

Charge Details

This section displays charge details. On landing the additional tab, charges and tax if any will get defaulted from Back end simulation. If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.

For more information on fields, refer to the field description table below.

Table 2-22   Charge Details - Field Description

Field	Description
Commission Details	Specify the commission details.
Component	This field displays the commission component.
Rate	This field displays the rate that is defaulted from product. The commission rate, if available in Back Office defaults in OBTFPMCS. The user is able to change the rate. If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.
Modified Rate	From the default value, if the rate is changed the value gets updated in this field.
Currency	This field displays the currency in which the commission have to be collected.
Amount	This field displays the amount that is maintained under the product code. The commission rate, if available in Back Office defaults in OBTFPMCS. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPMCS. If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.
Modified Amount	From the default value, if the amount is changed, the value gets updated in the modified amount field.

Table 2-22 (Cont.) Charge Details - Field Description

Field	Description
Defer	If enabled, charges/commissions has to be deferred and collected at any future step.
Waive	Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.
Charge Party	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
Settlement Account	Select the settlement account.
Charge Details	Specify the charge details.
Component	This field displays the charge component type.
Tag Currency	This field displays the tag currency in which the charges have to be collected.
Tag Amount	This field displays the tag amount that is maintained under the product code.
Currency	This field displays the currency in which the charges have to be collected.
Amount	This field displays the amount that is maintained under the product code.
Modified	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.
Billing	If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically enabled in OBTFPMCS. The user can not enable/disable the option, if it is de-selected by default. This field is disabled, if 'Defer' toggle is enabled.
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPMCS. The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.
Waive	Enble the toggle, if charges has to be waived. Based on the customer maintenance, the charges should be marked for Billing or for Defer. This field is disabled, if **Defer** toggle is enabled.
Charge Party	Charge party is applicant by default. User can change the value to beneficiary.
Settlement Account	Select the settlement account.

Table 2-22   (Cont.) Charge Details - Field Description

Field	Description
Tax Details	Specify the tax details. The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges/commission will be available on click of Re-Calculate button or on hand off to back-end system.
Component	This field displays the tax component.
Type	This field displays the type of tax component.
Value Date	This field displays the value date of tax component.
Currency	This field displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
Amount	This field displays the tax amount based on the percentage of commission maintained. You can edit the tax amount, if applicable.
Billing	If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. This field is disabled, if 'Defer' toggle is enabled.
Defer	If taxes have to be deferred and collected at any future step, this option has to be enabled. The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.
Settlement Account	System defaults the settlement account. The user can modify the settlement account.

3. Click **Save and Close** to save the details and close the screen.

FX Linkage
This section enables the user to link the existing FX contract(s) to the LC transactions. User can link multiple forward FX contracts.

FX contract linkage with the Bill booking can happen only for immediate liquidation of sight payment or for Usance. For manual sight payment, the user needs to link the FX contract on the date of liquidation of the Bill.

Figure 2-19   FX Linkage Details

For more information on fields, refer to the field description table below.

Table 2-23   FX Linkage - Field Description

Field	Description
FX Linkage	Click + to add multiple **FX Details**. Below fields are displayed on the **FX Linkage** pop-up screen, if the user clicks the plus icon.
FX Reference Number	Click **Search** to search and select the FX contract reference number. On select and save and close, system defaults the available amount, bot currency, sold currency and rate. Forward FX Linkage available for selection at bill would be as follows, • Counterparty of the FX contract should be the counterparty of the Bill contract. • Active Forward FX transactions authorized not marked for auto liquidation. Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.
Currency	Read only field. This field displays the FX BOT currency from the linked FX contract.
Contract Amount	This field displays the FX BOT currency and Amount. The user can change the currency.

Table 2-23   (Cont.) FX Linkage - Field Description

Field	Description
Available FX Contract Amount	Read only field. This field displays the available FX contract amount. The value is from the "Available Amount" in FXDLINKG screen in OBTR. Available Amount BOT currency and Amount is displayed.
Linkage Amount	System defaults the amount available for linkage. The Linkage amount should default the LC Contract Currency and allowed to change the linkage amount alone. The validation "Sum of Linked amount will not be greater than contract amount" or "Linkage amount will not be greater than the available amount for linkage" should be triggered on save of the FX linkage screen when trying to link the single FX or multiple FX.
Rate	Read only field. This field displays the rate at which the contract is booked.
FX Amount in Local Currency	Read only field. This field displays the FX amount in local currency. The value is defaulted as FX BOT currency and Amount from FXDTRONL
FX Expiry Date	Read only field. This field displays the expiry date from the linked FX contract.
FX Delivery Period - From	Read only field. This field displays the date from which the contract is valid for utilization.
FX Delivery Period - To	Read only field. This field displays the date to which the contract is valid for utilization.
FX Linkage grid	Below fields appear in the FX linkage grid along with the above fields.
Bought Currency	Read only field. This field displays the currency from the linked FX contract.
Sold Currency	Read only field. This field displays the currency from the linked FX contract.
Available Contract Amount	Read only field. Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.
Linked Amount	Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.
Total Utilized Amount	Read only field. This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version. The value is Total Utilized Amount BOT currency and Amount for Import LC/Guarantee Issuance from FXDLINKG .

Table 2-23   (Cont.) FX Linkage - Field Description

Field	Description
Average FX Rate	Read only field. Multiple forward FX contract could be linked,and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate.
Action	Click Edit icon to edit the FX details. Click Delete icon to delete the FX details.

4. Click **Save and Close** to save the details and close the screen.

Interest Details

The user can view and modify the Interest details simulated from the back office system. On update of the Interest rate user has to click on Recalculate button. System will trigger a simulation call to the back office and the updated Interest details will be reflected in this section.

For more information on fields, refer to the field description table below.

Table 2-24   Interest Details - Field Description

Field	Description
Component	This field displays the component maintained in the back office.
Component Description	This field displays the description of the component.
Rate Type	This field displays the rate type maintained for the component in back office. • **Fixed Floating** • **Special**
Rate Code	This field displays the rate code applicable for the component.
Min Spread	This field displays the minimum spread applicable for the Rate Code. This field have value, if the **Rate Type** is **Floating**.
Max Spread	This field displays the maximum spread applicable for the Rate Code. This field have value, if the **Rate Type** is **Floating**.
Spread	This field displays the spread applicable for the Component in case of Floating Rate Component. User can change the defaulted value. System validates whether the spread input is within the Minimum to Maximum Spread.
Min Rate	This field displays the minimum rate applicable for the Rate Code.

Table 2-24 (Cont.) Interest Details - Field Description

Field	Description
Max Rate	This field displays the maximum rate applicable for the Rate Code.
Rate	This field displays the value applicable for the Rate Code. You can modify the value, if the **Rate Type** is **Fixed**. System validates whether the Rate input is between the Minimum and Maximum Rate.
Modified Rate	This field displays the modified rate.
Special Pricing Reference Number	Specify the Special Pricing Reference Number, when there is a special Interest rate to be provided for that customer against the interest component (Main Component). Special Pricing Reference is not applicable for Penal Interest components. For transactions initiated from OBDX, the Special Pricing Reference Number will be populated from OBDX and user cannot edit the same. ✎ **Note:** System displays an override as "Special Pricing Applicable", on clicking "Save" in the Interest Details screen, if Special Pricing Reference number has been provided.
Currency	This field displays the interest currency.
Amount	Specify the interest amount, if the **Rate Type** is **Special**. In other cases , the amount will be calculated by back office immediately only if the Interest is collected in Advance or if Back Dated Interest is collected. In that scenario, the Amount will be populated on Re-simulation from back office. Otherwise Interest will be calculated only in the batch as maintained.
Waive	User can waive the Interest applicable. System displays an override, if the user has waived the Interest.
Charge Party	This field displays the Charge Party based on the type of transaction. In case of Export Transactions, Drawer should be the defaulted Charge Party for Collection Bills and Beneficiary for the LC Bills. In case of Import Transactions, Drawee should be the Charge Party for Collection and Applicant for the LC Bills.
Settlement Account	This field displays the settlement account of the Charge Party for debit of Interest. User can change the value. System displays an error if a different customer is chosen. If different account of the Charge Party is selected, system should display a override. In case the user modifies the Interest Rate, the user should click on Recalculate button to get the modified amount from the back office and display the new Amount.(Recalculation is done in back office and not in OBTFPMCS).
Settlement Currency	This field displays the settlement account currency.
Settlement Branch	This field displays the settlement account branch.

5. Click **Save and Close** to save the details and close the screen.

Assignment of Proceeds

In this tile, assignment details for the applicable processes is displayed. Proceeds can be assigned only if the parties have been assigned during drawing or update drawing process.

For more information on fields, refer to the field description table below.

Table 2-25   Assignment of Proceeds - Field Description

Field	Description
Assignment Paid By Importer	Enable the option, if assignment is paid by importer. The user can click + to add multiple **Assignment of Proceeds**.
Sequence	Specify the sequence number.
Assignee ID & Assignee Details	Click **Search** to search and select the assignee id. Assignee details appear based on selected assignee ID. User can add multiple assignees to a single Bill under LC with the assignment amount or assignment percentage of parent LC. Note: WALKIN customers is allowed as assignee.
Assignment %	Specify the percentage of LC amount that has be assigned to the assignee. Once the user updates the rate, the system calculates the amount as per assigned rate and default in the assigned amount field. If the user directly captures the assigned amount then the assigned percentage has to calculate the percentage and the same to be populated in the screen. If contribution is more than 100%, system to display an alert message. Once contribution % is input system will default the amount. System to validate that Limit Contribution percentage plus Collateral percentage is equal to 100. Otherwise system to provide override.The assignment percentage should be rounded to two decimal places.
Currency	Click **Search** to search and select the account currency of the settlement account of the assignee. Only the currencies for which the settlement account is available, only those currency will be displayed.

Table 2-25   (Cont.) Assignment of Proceeds - Field Description

Field	Description
Assigned Amount	Specify the amount that has to be assigned to the assignee. If the user has already entered the assignment percentage, system to calculate the amount and populate the value.
Assignee Bank Details	Click **Search** to search and select the assignee bank.
Account with Institution	Click **Search** to search and select the account number of the Account with Institution.

6. Click **Save and Close** to save the details and close the screen.

   Pre-Shipment Details
   This section links an existing Preshipment Credit.

For more information on fields, refer to the field description table below.

Table 2-26   Pre-Shipment Details - Field Description

Field	Description
Pre Shipment Details	Specify the pre-shipment details. The user can click + to add multiple Pre Shipment Details.
Loan Account Number	Click **Search** to search and select the loan account number.
Currency	Application defaults the currency of the Pre-Shipment Credit Number.
Outstanding Amount	Application defaults the outstanding amount of the Pre-Shipment Credit Number.
Action	Click Edit icon to edit the pre-shipment details. Click Delete icon to delete the pre-shipment details.
Setteled Loan	This section displays the settled loan details.
Sequence Number	This field displays the sequence of the settled loan.
Loan Account Number	This field displays the settled loan account number.
Currency	This field displays the currency of the settled loan account number.
Outstanding Amount	This field displays the outstanding amount.
Event	This field displays the event.
Setteled Amount	This field displays the settled amount.

7. Click **Save and Close** to save the details and close the screen.

Payment Details

For more information on fields, refer to the field description table below.

Table 2-27   Payment Details - Field Description

Field	Description
Payment Details	Specify the **Payment Details**.
Auto Liquidate	If **LC Advised by us** option is enabled, auto liquidation required details gets defaulted from the LC. If **LC Advised by us** option is disabled, enable **Auto Liquidate**, if auto liquidation is required. It is applicable only if the drawing is without discrepancy. Disable **Auto Liquidate**, if auto liquidation is not required.

Table 2-27   (Cont.) Payment Details - Field Description

Field	Description
Preshipment Credit Availed	If **LC Advised by us** option is enabled, pre-shipment credit availed details gets defaulted from the LC. If **LC Advised by us** option is disabled, enable **Preshipment Credit Availed**, if pre-shipment credit is availed. Disable **Preshipment Credit Availed**, if pre-shipment credit is not availed.
Preshipment Credit A/C No.	This field displays the pre-shipment credit account number.
Preshipment Credit Outstanding Amount	Specify the preshipment credit outstanding amount.
Repay Preshipment Credit	If **LC Advised by us** option is enabled, repay pre-shipment credit details gets defaulted from the LC. If **LC Advised by us** option is disabled, enable **Repay Pre-shipment Credit**, if pre-shipment credit to be repaid. Disable **Repay Pre-shipment Credit**, if there is no pre-shipment credit to be repaid.
Preshipment Credit Repayment Amount	This field displays the pre-shipment credit repayment amount.
Reimbursement Claimed	If **LC Advised by us** option is enabled, reimbursement claimed details gets defaulted from the LC. If **LC Advised by us** option is disabled, enable **Reimbursement Claimed**, if reimbursement to be claimed. Disable **Reimbursement Claimed**, if there are no reimbursement to be claimed.
Reimbursing Bank	If **LC Advised by us** option is enabled, reimbursing bank details gets defaulted from the LC. Click **Search** to search and select the reimbursing bank, if **Reimbursement Claimed** option is enabled. ✎ **Note:** If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available, Only MT999 messages can be sent to the bank".
Reimbursement Days	Specify the number of days before the maturity date on which the reimbursement claim needs to be triggered.
Liquidate using Collateral	Enable the option, if liquidation is done using Collateral.
Reimbursing Claim Details	Specify the **Reimbursing Claim Details**.

Table 2-27 (Cont.) Payment Details - Field Description

Field	Description
Reimbursing Bank	Click **Search** to search and select the reimbursing bank, if **Reimbursement Claimed** option is enabled. **Note:** If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available, Only MT999 messages can be sent to the bank".
Reimbursement Days	Specify the number of days before the maturity date on which the reimbursement claim needs to be triggered.
Reimbursement Date	Reimbursement date will be displayed based on the reimbursement days and maturity date. Enables user to capture the reimbursement date. If reimbursement date is later than the branch date, system will display an error.
Charges	Click the edit icon and specify the charge details in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Total Amount Claimed	Specify the total amount claimed.
Account with Bank	Click the edit icon and specify the account with bank details in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Beneficiary Bank	Click the edit icon and specify the beneficiary bank details in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Sender to Receiver Information	Click the edit icon and specify the sender to receiver information in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
T 754- Advice of Payment/ Acceptance/Negotiation Details	Specify the **T 754- Advice of Payment/Acceptance/Negotiation Details**.
Charges to be recovered	Click the edit icon and specify the charges to be recovered in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Charges to be added	Click the edit icon and specify the charges to be added in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Total Amount Claimed	Specify the total amount claimed.
Account with Bank	Click the edit icon and specify the account with bank details in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Sender to Receiver Information	Click the edit icon and specify the sender to receiver information in Line 1-6 and click **Save & Close** to save the changes. The user can edit the details by clicking the edit icon.
Narrative	Specify the narrative.
Settlement Details - Liquidation	Specify the **Settlement Details - Liquidation**.
Component	This field displays the component based on the product selected.

Table 2-27 (Cont.) Payment Details - Field Description

Field	Description
Currency	This field displays the currency for the component.
Debit/Credit	This field displays the debit/credit indicators for the components.
Account	This field displays the account details for the components.
Account Description	This field displays the description of the selected account.
Branch	This field displays the branch of the selected account.
Account Currency	This field displays the currency for all the items based on the account number.
Original Exchange Rate	System displays the Original Exchange Rate as simulated in settlement details section from OBTF.
Exchange Rate	The exchange rate for the settlement.
Deal Reference Number	The exchange deal reference number.

8. Click **Save and Close** to save the details and close the screen.

9. Click **Next**.

The task will move to next data segment.
For more information on action buttons, refer to the field description table below.

Table 2-28 Additional Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.

Table 2-28   (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

Table 2-28   (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.9 Summary

This topic provides the systematic instructions to view the summary details in Scrutiny stage of Export LC Update Drawings request.

User can review the summary of details updated in Scrutiny stage of Export LC Update Drawings request.
The Summary tiles display a list of important fields with values. User can drill down from Summary tiles into respective data segments.

1. On **Summary** screen, click ⦂ on any tile to view the details.

Figure 2-20   Summary

Export LC Drawing Update Scrutiny :: Application No:- PK2ELCU000064207

| Clarification Details | Documents | Remarks | Overrides | Customer Instruction | Common Group Messages |

| Incoming Message | View LC | View Events | Signatures |

Main Details
Document Details
Additional Conditions
Shipment Details
Discrepancy Details
Maturity Details
Additional Fields
Additional Details
Summary

Summary   Screen(9/9)

Main Details

Product Code	: EUCA
Currency	: USD
Amount	: 1000

Document Details

| Document 1 | : |
| Document 2 | : |

Additional Conditions

| FFT Code 1 | : |
| FFT Code 2 | : |

Shipment Details

| Goods Code | : CILLAFABRIC |

Discrepancy Details

| Discrepancy Code 1 | : |
| Discrepancy Code 2 | : |

Maturity Details

Tenor Type	: Usance
Tenor Basis	: BE
Maturity Date	: 2022-05-30

Additional Fields

| Click here to view Additional fields | : |

Pre Shipment Details

Pre-shipment Credit	:
Outstanding Amount	:
Repay Amount	:

Limits and Collaterals

Contribution Currency	:
Amount to Earmark	:
Limit Status	: Not Verified
Collateral Currency	: USD
Collateral Contribution.	: 2200
Collateral Status	: Not Verified
Deposit Linkage Currency	:
Deposit Linkage Amount	:

Commission,Charges and Taxes

Charge	:
Commission	:
Tax	:
Block Status	: Not Initiated

FX Linkage

Reference Number	:
Linkage Amount	:
Contract Currency	:

Interest Details

Component	:
Amount	:
Event	:

Assignment of Proceeds

Assignmentofproceeds	: No
Assignee Name	:
Assigned Amount	:

Payment Details

Immediate Liquidation	: Yes
Immediate Accept	:
Reimbursement Claimed	:

Audit

| Request Clarification | Reject | Refer | Hold | Cancel | Save & Close | Back | Submit |

Tiles Displayed in Summary

- Main Details - User can view the application and LC details.

- Documents Details- User can view the Document details.

- Additional Conditions - User can view the additional conditions.

- Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy noted for the current LC drawing.

- Maturity Details - User can view the maturity details.

- Additional Fields - User can view the additional field details.

- Pre Shipment Details - User can view the pre shipment details.

- Limits and Collaterals - User can view limits and collateral details.

- Commission, Charges and Taxes - User can view the charge details.

- Assignment of Proceeds - User can view the details of assignment of proceeds.

- FX Linkage - User can view the FX linkage details.

- Party Details - User can view party details like beneficiary, advising bank etc.

- Interest Details - User can view the interest details.
- Payment Details - User can view the payment details.

2. Click **Submit**.

The task will move to next logical stage.

Table 2-29   Summary - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Click to View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..

Table 2-29   (Cont.) Summary - Action Buttons - Field Description

Field	Description
Signatures	Click the Signature button to verify the signature of the customer/bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Submit	Task will get moved to next logical stage of Export LC Update Drawings. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. n case of duplicate documents' system will terminate the process after handing off the details to back office.

2.4 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Update Drawings request.

A DE User can input new Export LC Update Drawings request. As part of data enrichment user can enter/update basic details of the incoming request.

> **Note:**
>
> For expired line of limits, the task moves to "Limit Exception" stage under Free Tasks, on 'Submit' of DE Stage with the reason for exception as "Limit Expired".

Do the following steps to acquire a task which completed the registration and currently at Data enrichment stage.

Specify **User ID** and **Password**, and login to **Home** screen.

1. On **Home** screen, click, **Tasks**.

2. Under **Task**, click **Free Tasks**.

Figure 2-21   Free Tasks

The **Free Tasks** screen appears.

3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.

4. The acquired task will be available in **My Tasks** tab. Click **Edit** to provide input for Data Enrichment stage.

Figure 2-22   My Tasks

Let's look at the details for Data Enrichment stage. User can enter/update the fields in Data Enrichment stage. Some of the fields that are already having value from Registration/ online channels may not be editable.
The Data Enrichment stage has the following hops for data capture:

- **Main Details**
  This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Update Drawings request.

- **Document Details**
  This topic provides the systematic instructions to capture the details of the documents received.

- **Shipment Details**
  This topic provides the systematic instructions to capture the shipment details of export LC Update drawings request.

- **Discrepancy Details**
  This topic provides the systematic instructions to capture the discrepancy details.

- **Maturity Details**
  This topic provides the systematic instructions to capture the maturity details.

- **Additional Fields**
  This topic provides the systematic instructions to capture the additional fields.

- **Advices**
  This topic provides the systematic instructions to capture the advices details of Export LC Update Drawings process.

- **Additional Details**
  This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Export LC Update Drawings process.

- **Settlement Details**
  This topic provides the systematic instructions to capture the settlement details of Export LC Update Drawings request.

- Summary
This topic provides the systematic instructions to view the summary details in Data Enrichment stage of Export LC Update Drawings request.

2.4.1 Main Details

This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Update Drawings request.

Main details section has two sub section as follows:

- Application Details
- LC Details.

Application Details

1. On **Data Enrichment - Main Details** screen, specify the fields that were not entered at Registration stage.

Figure 2-23   Data Enrichment - Main Details

For more information on the fields, refer Table 2-6of **Scrutiny** stage.

LC Details
The fields listed under this section are same as the fields listed under the **LC Details** section in **Scrutiny** stage. For more information on the fields, refer Table 2-7 of **Scrutiny** stage. During Registration, if user has not captured input, then user can capture the details in this section.

Figure 2-24   LC Details

Audit

This button provides information about user initiated the transaction, initiated date, stage wise detail etc.

For more information on Audit, refer to the field description table below.

Table 2-30   Audit - Field Description

Field	Description
Application No.	This field displays the appliation number of the process.
Branch Code	This field displays the branch code.
Initiated Date	This field displays the date on which process is initiated.
Initiated By	This field displays the user ID of the user who had initiated the process.
Process Name	This field displays the name of the process which is initiated.
S. No	This field displays the serial number of the audit record.
Stage Name	This field displays the current stage of the process.
Completed Time	This field displays the time on which the audit of the current stage is completed.
Completed By	This field displays the user ID of the user who had completed the audit.
Outcome	This field displays the outcome of the audit.

2. Click **Next**.

   The task will move to next data segment. For more information refer Document Details. For more information on the action buttons, refer Table 2-9 in **Main Details** section of **Scrutiny** stage.

2.4.2 Document Details

This topic provides the systematic instructions to capture the details of the documents received.

1. On **Document Details** screen, specify the fields.

Figure 2-25   Data Enrichment - Document Details

For more information on fields, refer Table 2-10 of **Scrutiny** stage.

2. Click **Next**.

   The task will move to next data segment.
   For more information on action buttons, refer Table 2-11.

2.4.3 Shipment Details

This topic provides the systematic instructions to capture the shipment details of export LC Update drawings request.

1. On **Shipment Details** screen, specify the fields.

Figure 2-26   Shipment Details

For more information on fields, refer Table 2-14 of **Scrutiny** stage.

2. Click **Next**.

The task will move to next data segment. For more information refer Discrepancy Details. For more information on action buttons, refer Table 2-15 of **Scrutiny** stage.

2.4.4 Discrepancy Details

This topic provides the systematic instructions to capture the discrepancy details.

This section displays the list of discrepancies captured. User can add/update/review the discrepancies identified in the section.

1. On **Discrepancy Details** screen, specify the fields, if any.

Figure 2-27   Discrepancy Details

For more information on fields, refer Table 2-16of **Scruitny** stage.

2. Click **Next**.

The task will move to next data segment. For more information refer Maturity Details . For more information on action buttons, refer Table 2-17 of **Scruitny** stage.

2.4.5 Maturity Details

This topic provides the systematic instructions to capture the maturity details.

1. On **Maturity Details** screen, specify the fields.

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Figure 2-28   Maturity Details

For more information on fields, refer to the Table 2-18 of **Scrutiny** stage.

2. Click **Next**.

The task will move to next data segment.
For more information on action buttons, refer Table 2-19 of **Scrutiny** stage.

2.4.6 Additional Fields

This topic provides the systematic instructions to capture the additional fields.

Banks can configure these additional fields during implementation.

1. On **Additional Fields** screen, specify the fields, if any.

Figure 2-29   Data Enrichment - Additional Fields

ORACLE
2-87
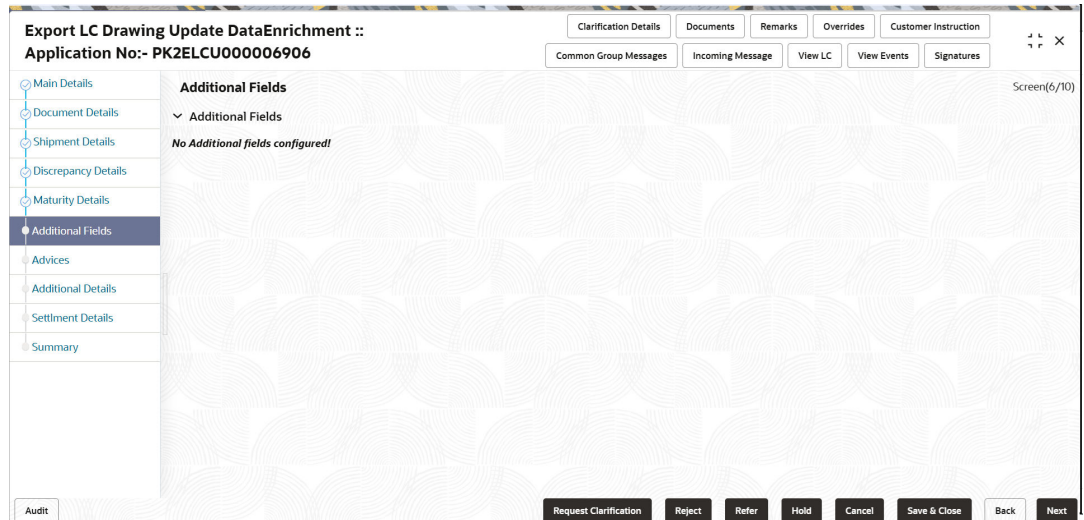
2. Click **Next**.

   The task will move to next data segment. For more information refer Advices.
   For more information on action buttons, refer Table 2-20 of **Scrutiny** stage.

2.4.7 Advices

This topic provides the systematic instructions to capture the advices details of Export LC Update Drawings process.

Advices menu displays the advices from the back office as tiles. User can edit the fields in the tile, if required. The user can also suppress the Advice, if required

1. On **Advices** screen, click ⣿ on any advice tile to view the advice details.

Figure 2-30   Advices
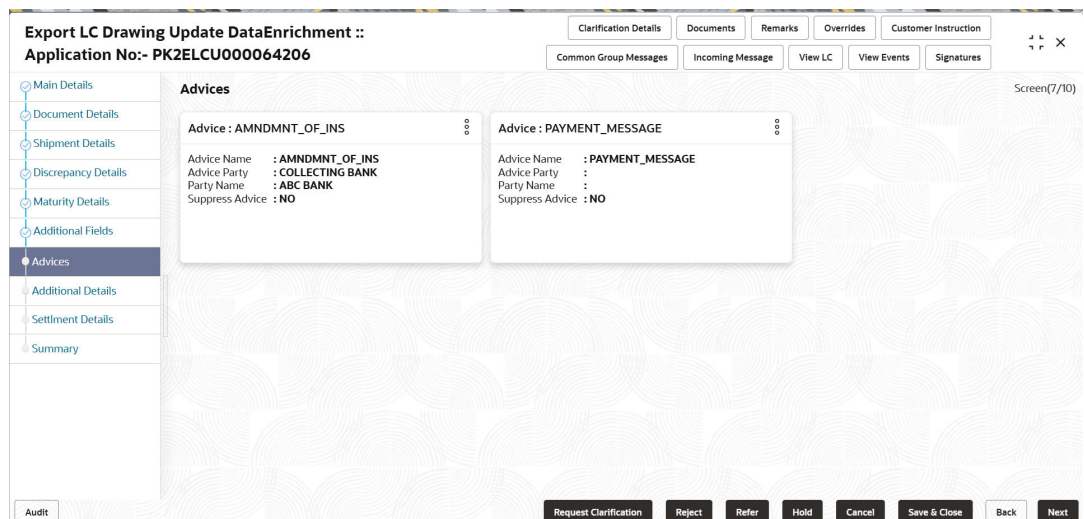
Advice Details

For more information on fields, refer to the field description table below.

Table 2-31   Advice Details

Field	Description
Suppress Advice	Enable this option to suppress the advice. Disable this option if suppress advice is not required.
Advice Name	Displays the advice name.
Medium	Displays the medium of advices is defaulted from the system.
Advice Party	Displays the advice party is defaulted from the system.
Party ID	Displays the party Id defaulted from system.
Party Name	Displays the defaulted from Guarantee.
FFT Code	Click **+** to add multiple **FFT Code**.
FTT Code	Click **Search** to search and select the FFT Code.
FFT Description	FFT description is populated based on the FFT code selected. User can edit the FFT description.
Action	Click delete icon to remove any existing FFT code. Click edit icon to edit the existing FFT code.
Instructions	Click **+** to add multiple **Instruction Code**.
Instruction Code	Click **Search** to search and select the instruction Code.
Instruction Description	Instruction description is populated based on the instruction code selected. User can edit the instruction description.
Edit icon	Click edit icon to edit the existing instruction description.

Table 2-31   (Cont.) Advice Details

Field	Description
Action	Click delete icon to remove any existing instruction code.
	Click edit icon to edit the existing instruction code.

2. Click **Next**.

The task will move to next data segment.
For more information on fields, refer to the field description table below.

**Table 2-32   Advices - Action Buttons - Field Description**

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Click to View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following
	• **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.
	• **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.
	In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..

Table 2-32   (Cont.) Advices - Action Buttons - Field Description

Field	Description
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. sUser must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.4.8 Additional Details

This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Export LC Update Drawings process.

A Data Enrichment user can verify/input/update the additional details data segment of the Export LC Update Drawings request.

1. On **Additional Details** screen, click ⠿ on any Additional Details tile to view the details.

Figure 2-31   Additional Details

Limits and Collaterals

On Approval, system should not release the Earmarking against each limit line and system should handoff the "Limit Earmark Reference Number "to the back office. On successful handoff, back office will make use of these "Limit Earmark Reference Number" to release the Limit Earmark done in the mid office (OBTFPM) and should Earmark the limit from the Back office.

In case multiple Lines are applicable, Limit Earmark Reference for all lines to be passed to the back office.

Figure 2-32   Limit Details

Limit Details

Customer Id

001044   🔍

Linkage Type

Facility ▾

Contribution %

100.0   ⌄ ⌃

Liability Number

001044   🔍

Contribution Currency

USD

Line Id/Linkage Ref No

001044_US   🔍

Limit/Liability Currency

USD

Limits Description

Limit Check Response

Available

Amount to Earmark

$10.00

Expiry Date

📅

Limit Available Amount

$999,378,010.18

Response Message

Balance available of USD 999378010.18

ELCM Reference Number

Verify   Save & Close   Close

Figure 2-33   Collateral Details

Figure 2-34   Deposit Linkage Details

For more information on fields, refer Table 2-21 of **Scrutiny** stage.

2. Click **Save and Close** to save the details and close the screen.

Charge Details

This section displays charge details. On landing the additional tab, charges and tax if any will get defaulted from Back end simulation. If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.

For more information on fields, refer Table 2-22 of **Scrutiny** stage.

3. Click **Save and Close** to save the details and close the screen.

Payment Details

For more information on fields, refer to the field description table Table 2-27 of **Scrutiny** stage..

4. Click **Save and Close** to save the details and close the screen.

FX Linkage
This section enables the user to link the existing FX contract(s) to the LC transactions. User can link multiple forward FX contracts.

FX contract linkage with the Bill booking can happen only for immediate liquidation of sight payment or for Usance. For manual sight payment, the user needs to link the FX contract on the date of liquidation of the Bill.

Figure 2-35   FX Linkage Details

For more information on fields, refer Table 2-23 of **Scrutiny** stage.

5.   Click **Save and Close** to save the details and close the screen.

Assignment of Proceeds
In this tile, assignment details for the applicable processes is displayed. Proceeds can be assigned only if the parties have been assigned during drawing or update drawing process.
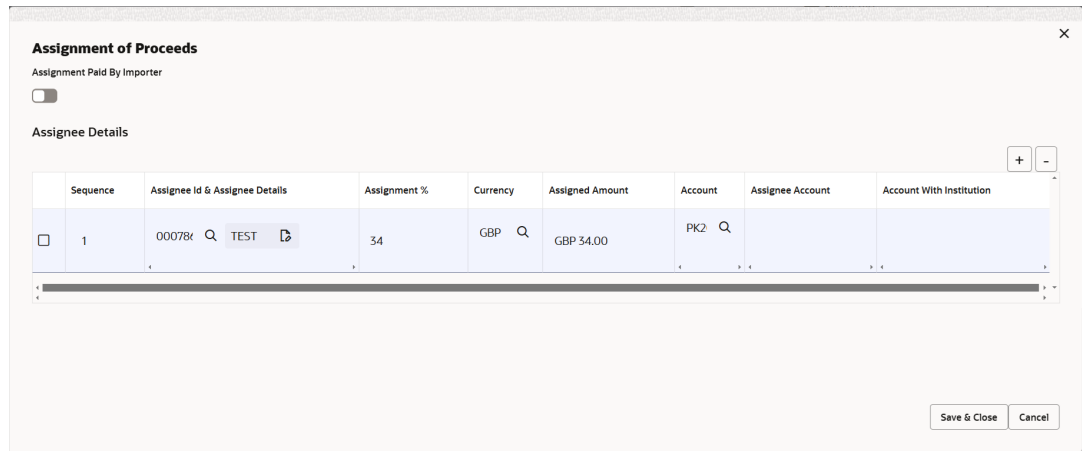
For more information on fields, refer Table 2-25 of **Scrutiny** stage.

6. Click **Save and Close** to save the details and close the screen.

Interest Details
The user can view and modify the Interest details simulated from the back office system. On update of the Interest rate user has to click on Recalculate button. System will trigger a simulation call to the back office and the updated Interest details will be reflected in this section.
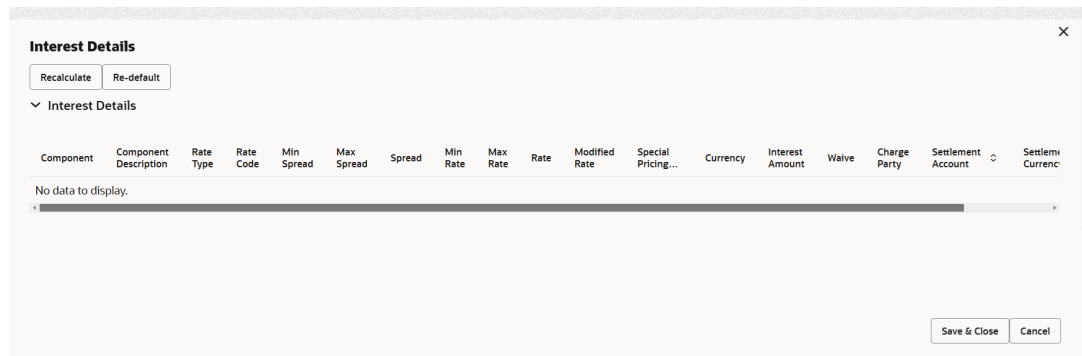
For more information on fields, refer to the field description table Table 2-24below.

7. Click **Save and Close** to save the details and close the screen.

Pre-Shipment Details
This section links an existing Preshipment Credit.

For more information on fields, refer Table 2-26 of **Scrutiny** stage.

Preview Messages
User can view the draft message (outgoing MT754 and MT742/MT750/MT742 SWIFT message format) being displayed on the preview message text box.

User can preview the MT999 messages for the applicable MT7XX messages generated by the Back office system in the Preview Message.

For more information on fields, refer to the field description table below.

Table 2-33   Preview - Field Description

Field	Description
Preview SWIFT Message	This section displays the preview of the SWIFT Messages.
Language	Select the language for the SWIFT message.
Message Type	Select the message type.
Message Status	Read only field. Display the message status of draft message of liquidation details.
Repair Reason	Read only field. Display the message repair reason of draft message of liquidation details.
Preview Message	This field displays a preview of the draft message.
Preview Mail Device	This section displays the preview of the mail device.
Language	Select the language for the advice message.

Table 2-33   (Cont.) Preview - Field Description

Field	Description
Advice Type	Select the advice type.
Message Status	Read only field. Display the message status of draft message of liquidation details.
Repair Reason	Read only field. Display the message repair reason of draft message of liquidation details.
Preview Message	This field displays a preview of the draft message.

8. Click **Save and Close** to save the details and close the screen.

Tracer Details

This section enables the user to view the default Tracer details from back end application. It also allows the user to trace the response for the discrepancies identified.

For more information on fields, refer to the field description table below.

Table 2-34   Tracer Details - Field Description

Field	Description
Payment Tracer	
Tracer Required	System defaults the value for tracer required. The user can select, whether the tracer details to be captured or not. The options are: • **Required** • **Not required.** • **Till Resolved**
Tracers To be Sent	System defaults the value for tracers to be sent. The user can change the value.

Table 2-34   (Cont.) Tracer Details - Field Description

Field	Description
Tracers Sent	Specify the number of tracers sent.
Tracer Medium	System defaults the value for tracer medium. The user can change the value. The options are: • **MAIL** • **SWIFT**
Tracer Frequency	System defaults the days set up at the product level. Value can be 1, 2 etc. which represents daily, once in 2 days etc. The user can change the value.
Tracer Start Date	Specify or select the tracer start date. Start date cannot be earlier than the branch date.
Tracer Receiver Party	Click **Search** to search and select the tracer receiver party from the lookup.
Tracer Previous Date	Specify or select the tracer the tracer previous date.
Tracer Next Date	Specify or select the tracer next date.
Pay Message Date	Specify or select the tracer pay message date.
Non Pay Message Date	Specify or select the tracer non pay message date.
Under Protest	Enable the option, if the tracer is under protest.
Protest Date	Specify or select the tracer protest date.
Acceptance Tracer	
Tracer Required	System defaults the value for tracer required. The user can select, whether the tracer details to be captured or not. The options are: • **Required** • **Not required.** • **Till Resolved**
Tracers To be Sent	System defaults the value for tracers to be sent. The user can change the value.
Tracers Sent	Specify the number of tracers sent.
Tracer Medium	System defaults the value for tracer medium. The user can change the value. The options are: • **MAIL** • **SWIFT**
Tracer Frequency	System defaults the days set up at the product level. Value can be 1, 2 etc. which represents daily, once in 2 days etc. The user can change the value.
Tracer Receiver Party	Click **Search** to search and select the tracer receiver party from the lookup.
Tracer Start Date	Select the tracer start date. Start date cannot be earlier than the branch date.
Tracer Previous Date	Select the tracer previous date.
Tracer Next Date	Select the tracer next date.
Acceptance Message Date	Select the tracer acceptance message date.
Non Acceptance Message Date	Select the tracer non acceptance message date.
Under Protest	Enable the option, if the tracer is under protest.

Table 2-34   (Cont.) Tracer Details - Field Description

Field	Description
Protest Date	Specify or select the tracer protest date.
Discrepancy Tracer	
Tracer Required	System defaults the value for tracer required. The user can select, whether the tracer details to be captured or not. The options are: • **Required** • **Not required.** • **Till Resolved**
Tracers To be Sent	Specify the value for tracers to be sent.
Tracers Sent	Specify the number of tracers sent.
Tracer Medium	Select the tracer medium from the drop-down. The options are: • **MAIL** • **SWIFT**
Tracer Frequency	Specify the value for tracer frequency.
Tracer Receiver Party	Click **Search** to search and select the tracer receiver party from the lookup.
Tracer Start Date	Select the tracer start date. Start date cannot be earlier than the branch date.
Tracer Next Date	Specify or select the tracer next date.
Discrepancies Approval Date	Specify or select the discrepancies approval date.

9. Click **Save and Close** to save the details and close the screen.

10. Click **Next**.

    The task will move to next data segment. For more information refer Settlement Details. For more information on action buttons, refer Table 2-28 of **Scrutiny** stage.

2.4.9 Settlement Details

This topic provides the systematic instructions to capture the settlement details of Export LC Update Drawings request.

The user can view the settlement details during Export LC Update Drawings request.

1. On **Settlement Details** screen, specify the fields.

Figure 2-36   Settlement Details
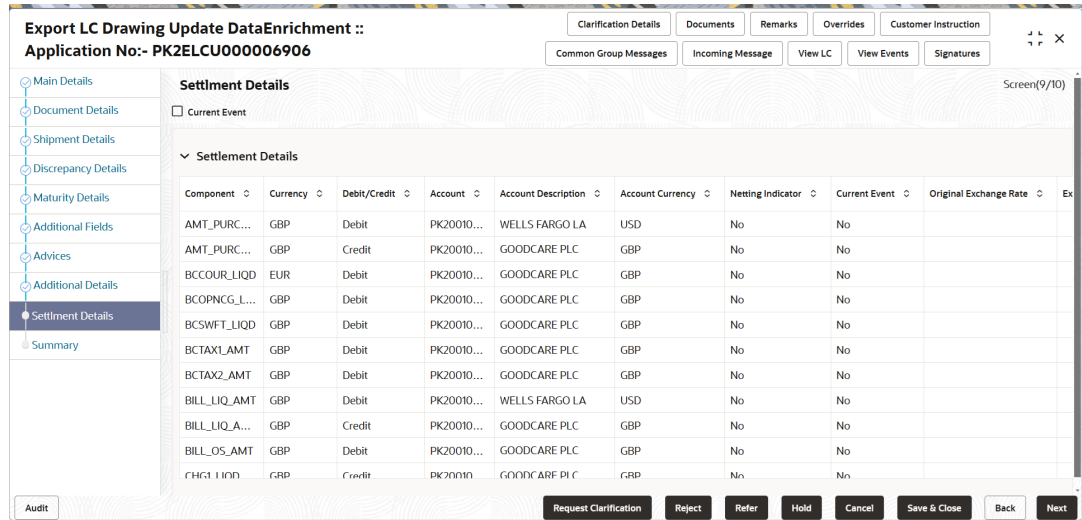
For more information on fields, refer to the field description table below.

Table 2-35   Settlement Details – Field Description

Field	Description
Current Event	Select the check box to populate the settlement details of the current event associated with the task. On De-selecting the check box, the system list all the accounts under the settlement details irrespective of the current event
Component	This field displays the components based on the product selected.
Currency	This field displays the default currency for the component.
Debit/Credit	This field displays the debit/credit indicators for the components.
Account	This field displays the account details for the components.
Account Description	This field displays the the description of the selected account.
Account Currency	This field displays the currency for all the items based on the account number.
Netting Indicator	This field displays the applicable netting indicator.
Current Event	This field displays the current event.
Original Exchange Rate	System displays the Original Exchange Rate as simulated in settlement details section from OBTF.
Exchange Rate	This exchange rate.
Deal Reference Number	This exchange deal reference number.

2. Click any component in the grid.

Party Details

Table 2-36   Party Details – Field Description

Field	Description
Transfer Type	Select the transfer type from the drop-down list. The options are: • **Customer Transfer** • **Bank Transfer for own account** • **None** • **Direct Debit Advice** • **Managers Check** • **Customer Transfer with Cover** • **Bank Transfer**
Charge Details	Select the charge details for the transaction. The options are: • **Beneficiary All Charges** • **Remitter Our Charges** • **Remitter All Charges**
Netting Indicator	Select the netting indicator for the component. The options are: • **Yes** • **No**
Ordering Customer	Click search icon to search and select the ordering customer from the look up.
Ordering Institution	Click search icon to search and select the ordering institution from the look up.
Senders Correspondent	Click search icon to search and select the senders correspondent from the look up.
Receivers Correspondent	Click search icon to search and select the receivers correspondent from the look up.
Intermediary Institution	Click search icon to search and select the intermediary institution from the look up.
Account with Institution	Click search icon to search and select the account with institution from the look up.
Beneficiary Institution	Click search icon to search and select the beneficiary institution from the look up.
Ultimate Beneficiary	Click search icon to search and select the ultimate beneficiary from the look up.
Intermediary Reimbursement Institution	Click search icon to search and select the intermediary reimbursement institution from the look up.
Receiver	Click search icon to search and select the Receiver from the look up.

Payment Details

Table 2-37   Payment Details - Field Description

Field	Description
Sender to Receiver 1	Specify the sender to receiver message.
Sender to Receiver 2	Specify the sender to receiver message.
Sender to Receiver 3	Specify the sender to receiver message.
Sender to Receiver 4	Specify the sender to receiver message.
Sender to Receiver 5	Specify the sender to receiver message.

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Table 2-37   (Cont.) Payment Details - Field Description

Field	Description
Sender to Receiver 6	Specify the sender to receiver message.

Remittance Information

Table 2-38   Remittance Information – Field Description

Field	Description
Payment Detail 1	Specify the payment details.
Payment Detail 2	Specify the payment details.
Payment Detail 3	Specify the payment details.
Payment Detail 4	Specify the payment details.

3. Click **Next**.

   The task will move to next data segment. For more information refer Summary.

Table 2-39   Settlement Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task.

Table 2-39   (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
Request Clarification	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Click the Back button, to go back to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.4.10 Summary

This topic provides the systematic instructions to view the summary details in Data Enrichment stage of Export LC Update Drawings request.

User can review the summary of details updated in Scrutiny stage of Export LC Update Drawings request.
The Summary tiles display a list of important fields with values. User can drill down from Summary tiles into respective data segments.

1. On **Summary** screen, click ⋮ on any tile to view the details.

Figure 2-37   Summary

Tiles Displayed in Summary

- Main Details - User can view the application and LC details.

- Documents Details- User can view the details of the document.

- Additional Conditions - User can view the additional conditions.

- Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy details of the drawing.

- Maturity Details - User can view the maturity details.

- Pre Shipment Details - User can view the pre shipment details.

- Advices - User can view the details of the advices.

- Additional Fields - User can view the details of additional fields.

- Commission, Charges and Taxes - User can view the charge details.

- Limits and Collaterals - User can view limits and collateral details.

- Payment Details - User can view the payment details.

- Preview Messages - User can view the preview of the message.

- FX Linkage - User can view the FX linkage details.

- Settlement Details - User can view the settlement details.

- Parties Details - User can view party details like applicant, advising bank etc.

- Compliance Details - User can view the compliance details.

- Accounting Details - User can view the accounting entries generated in back office.

> **✎ Note:**
>
> When the Value Date is different from the Transaction Date for one or more accounting entries, system displays an Alert Message "Value Date is different from Transaction Date for one or more Accounting entries.

- Assignment of Proceeds - User can view the assignment of proceeds details.

- Interest Details - User can view the interest details.

- Linked Loan Details - User can view the linked loan details .

- Tracers Details - User can view the tracers details.

2. Click **Submit**.

   The task will move to next logical stage.
   For more information on action buttons, refer Table 2-29of **Scrutiny** stage.

2.5 Exceptions

This topic helps you quickly get acquainted with the Exceptions process.

As per regulatory requirement, all tasks are scrutinized for KYC, Compliance and Sanctions. Task. The checks to external system/internal system is initiated after the DE Stage. The amount Block earmark and Limit Earmarks if applicable are also initiated after the DE stage.

If a negative response is received for any of the calls, the task lands in respective exceptional queue which require further manual handling/approval.

Amount Block Exception Approval

As part of amount block validation, application will check if sufficient balance is available in the account to create the block. On hand-off, system will debit the blocked account to the extent of block and credit charges/ commission account in case of charges block or credit the amount in suspense account for blocks created for collateral.

The transactions that have failed amount block due to non-availability of amount in respective account will reach the amount block exception stage.
Log in into OBTFPMCS application, amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue. Open the task to view summary of important fields with values.

On Approval, system should not release the Amount Block against each applicable account and system should handoff the "Amount Block Reference Number "to the back office. On successful handoff, back office will make use of these "Amount Block Reference Number" to release the Amount Block done in the mid office (OBTFPMCS) and should debit the CASA account from the Back office. If multiple accounts are applicable, Amount Block. Reference for all accounts to be passed to the back office.
Exception is created when sufficient balance is not available for blocking the settlement account and the same can be addressed by the approver in the following ways:

- Approve:

  – Settlement amount will be funded (outside of this process)

  – Allow account to be overdrawn during hand-off

- Refer:

  – Refer Refer back to DE providing alternate settlement account to be used for block.

  – Different collateral to be mapped or utilize lines in place of collateral.

- Reject: Reject the transaction due to non-availability of sufficient balance in settlement account

Amount Bock Exception

This section will display the amount block exception details.

Summary

Tiles Displayed in Summary:

- Main Details - User can view the application and LC details.

- Documents Details- User can view the Document details.

- Additional Conditions - User can view the additional conditions.

- Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy noted for the current LC drawing.

- Maturity Details - User can view the maturity details.

- Pre Shipment Details - User can view the pre shipment details.

- Advices - User can viewthe advices details.

- Limits and Collaterals - User can view limits and collateral details.

- Commission, Charges and Taxes - User can view the charge details.

- Payment Details - User can view the payment details.

- Preview Messages - User can view the preview of the message.

- FX Linkage - User can view the FX linkage details.

- Settlement Details - User can view the settlement details.

1. Click **Approve**. to approve thw export booking amount bolck exception check.

For more information on Action Buttons, refer to the field description table below.

Table 2-40   Amount Bock Exception - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the Export LC Drawing. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others

Table 2-40   (Cont.) Amount Bock Exception - Action Buttons - Field Description

Field	Description
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
Back	Task moves to previous logical step.

Exception - Know Your Customer (KYC)

As part of KYC validation, application will check if necessary KYC documents are available and valid for the applicant. The transactions that have failed KYC due to non-availability / expired KYC verification will reach KYC exception stage.

1. Log in into OBTFPMCS application, KYC exception queue. KYC exception failed tasks for Trade Finance transactions will be listed in your queue.

2. Open the task, to see summary tiles that display a summary of available updated fields with values.
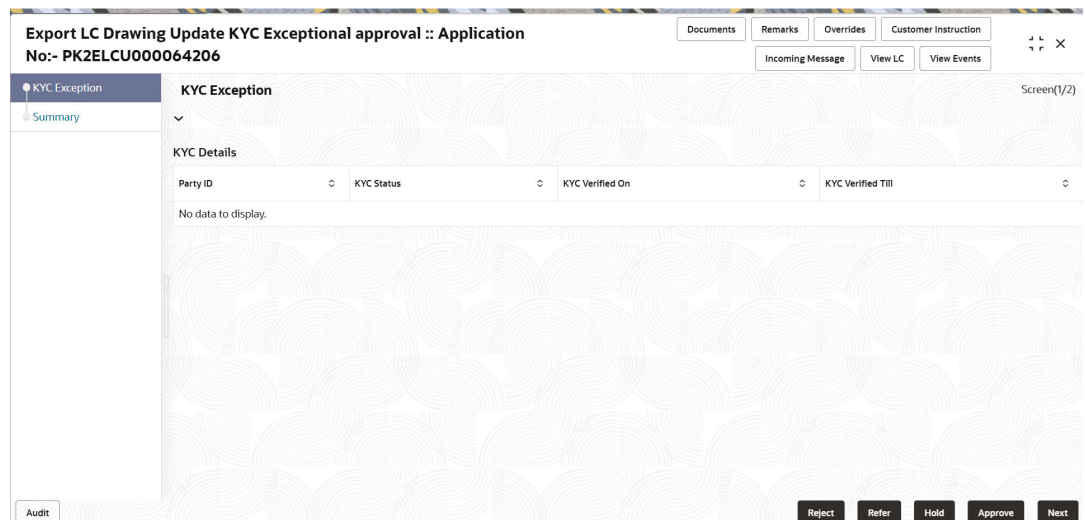
User can pick up a transaction and do the following actions:

Approve

*   After changing the KYC status in the back end application (outside this process).

*   Without changing the KYC status in the back end application.

*   Reject (with appropriate reject reason).

Summary

Figure 2-38   Know Your Customer (KYC) Exception

Export LC Drawing Update KYC Exceptional approval :: Application No:-PK2ELCU000064206

| Documents | Remarks | Overrides | Customer Instruction | Incoming Message |

View LC   View Events

KYC Exception

● Summary

Summary   Screen(2/2)

Main Details

Product Code   : EUCA
Currency   : USD
Amount   : 1000

Document Details

Document 1   :
Document 2   :

Additional Conditions

FFT Code 1   :
FFT Code 2   :

Shipment Details

Goods Code   : CILLAFABRIC

Discrepancy Details

Discrepancy Code 1 :
Discrepancy Code 2 :

Maturity Details

Tenor Type   : Usance
Tenor Basis   :
Maturity Date   : 2022-05-20

Pre Shipment Details

Pre-shipment Credit   :
Outstanding Amount   :
Repay Amount   :

Additional Fields

Click here to view Additional :
fields

Advices

Advice 1   : AMNDMNT_OF_I...
Advice 2   : PAYMENT_MESS...

Commission, Charges and taxes

Charge   :
Commission   :
Tax   :
Block Status   : Not Initiated

Limits and Collaterals

Contribution Currency   :
Amount to Earmark   :
Limit Status   : Not Verified
Collateral Currency   : USD
Collateral Contribution.   : 2200
Collateral Status   : Not Verified
Deposit Linkage Currency   :
Deposit Linkage Amount   :

Payment Details

Immediate Liquidation   : Yes
Immediate Accept   :
Reimbursement Claimed   :

Preview Messages

Language   : ENG
Preview Message   : -

FX Linkage

Reference Number   :
Linkage Amount   :
Contract Currency   :

Settlment Details

Component   : BCTAX2_AMT
Account Number   : PK2001044001...
Currency   : GBP

Parties Details

Drawee   : DRAWEE
Drawer   : GOODCARE PLC

Compliance details

KYC   : Not Initiate...
Sanctions   : Not Initiate...
AML   : Not Initiate...

Assignment of Proceeds

Assignmentofproceeds   : No
Assignee Name   :
Assigned Amount   :

Interest Details

Component   :
Amount   :
Event   :

Audit   Reject   Refer   Hold   Approve   Back

Tiles Displayed in Summary:

- Main Details - User can view the application and LC details.

- Documents Details- User can view the Document details.

- Additional Conditions - User can view the additional conditions.

- Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy noted for the current LC drawing.

- Maturity Details - User can view the maturity details.

- Pre Shipment Details - User can view the pre shipment details.

- Advices - User can viewthe advices details.

- Limits and Collaterals - User can view limits and collateral details.

- Commission, Charges and Taxes - User can view the charge details.

- Payment Details - User can view the payment details.

- Preview Messages - User can view the preview of the message.

- FX Linkage - User can view the FX linkage details.

- Settlement Details - User can view the settlement details.

For more information on Action Buttons, refer to the field description table below.

Table 2-41   Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the Export LC Drawing. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..

Table 2-41   (Cont.) Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description

Field	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
Back	Task moves to previous logical step.

Exception - Limit Check/Credit

The transactions that have failed limit check due to non-availability of limits will be available in limit check exception queue for further handling.

1. Log in into OBTFPMCS application, limit check exception queue. Limit check exception failed tasks for Trade Finance transactions must be listed in your queue.

2. Click **My Task**. The summary tiles displays summary of important fields with values.

> **✏ Note:**
>
> On Approval of the exception task, system should validate the Limit Availability, Limit Expiry Date in the Limit System and create Earmark in the ELCM system. In case if the Limit is not available or the Limit is expired, then system should display an error message and should not allow the user to approve and proceed.

Limit check Exception approver can do the following actions:

Approve

- Limit enhanced in the back end (outside this process).

- Without enhancing limit in the back end.

Refer

- Refer back to DE providing alternate limit id to map

- Refer additional collateral to be mapped

Reject

The transaction due to non-availability of limits capturing reject reason.

Limit/Credit Check

This section will display the amount block exception details.

Summary

Tiles Displayed in Summary:

- Main Details - User can view the application and LC details.

- Documents Details- User can view the Document details.

- Additional Conditions - User can view the additional conditions.

- Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy noted for the current LC drawing.

- Maturity Details - User can view the maturity details.

- Pre Shipment Details - User can view the pre shipment details.

- Advices - User can viewthe advices details.

- Limits and Collaterals - User can view limits and collateral details.

- Commission, Charges and Taxes - User can view the charge details.

- Payment Details - User can view the payment details.

- Preview Messages - User can view the preview of the message.

- FX Linkage - User can view the FX linkage details.

- Settlement Details - User can view the settlement details.

For more information on action butons, refer to the field description table below.

Table 2-42   Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the Export LC Drawing. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others

Table 2-42   (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
Back	Task moves to previous logical step.

2.6 Multi Level Approval

This topic helps you quickly get acquainted with the Multi Level Approval process.

The Approval user can approve a Export LC Update Drawings transaction.

1. Log in into OBTFPMCS application and on **Home** screen, click, **Task**.

2. Under **Task**, click **Free Task**.

3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.

4. The acquired task will be available in **My Tasks** tab. Click **Edit** to approve the task.

   The **Approval Summary** screen appears. The user can view the Summary tiles which displays list of important fields with values.

5. Click each tile to drill down from summary tiles into respective data segments to verify the details of all fields under the data segment.

> **Note:**
>
> The user can simulate/recalculate charge details and during calling the handoff, if handoff is failed with error the OBTFM displays the Handoff failure error during the Approval of the task.

Approval Summary

Export LC Drawing Update Approval Task Level 1 :: Application No:- PK2ELCU000064206

| Documents | Remarks | Overrides | Customer Instruction | Common Group Messages | Incoming Message |

| View LC | View Events | Signatures |

Main Details

Product Code	: EUCA
Currency	: USD
Amount	: 1000

Document Details

| Document 1 | : |
| Document 2 | : |

Additional Conditions

| FFT Code 1 | : |
| FFT Code 2 | : |

Shipment Details

| Goods Code | : CILLAFABRIC |

Discrepancy Details

| Discrepancy Code 1 | : |
| Discrepancy Code 2 | : |

Maturity Details

Tenor Type	: Usance
Tenor Basis	:
Maturity Date	: 2022-05-20

Pre Shipment Details

Pre-shipment Credit	:
Outstanding Amount	:
Repay Amount	:

Additional Fields

| Click here to view Additional fields | : |

Advices

| Advice 1 | : AMNDMNT_OF_I... |
| Advice 2 | : PAYMENT_MESS... |

Commission, Charges and taxes

Charge	:
Commission	:
Tax	:
Block Status	: Not Initiated

Limits and Collaterals

Contribution Currency	:
Amount to Earmark	:
Limit Status	: Not Verified
Collateral Currency	: USD
Collateral Contribution.	: 2200
Collateral Status	: Not Verified
Deposit Linkage Currency	:
Deposit Linkage Amount	:

Payment Details

Immediate Liquidation	: Yes
Immediate Accept	:
Reimbursement Claimed	:

Preview Messages

| Language | : ENG |
| Preview Message | : - |

FX Linkage

Reference Number	:
Linkage Amount	:
Contract Currency	:

Settlment Details

Component	: BCTAX2_AMT
Account Number	: PK2001044001...
Currency	: GBP

Parties Details

| Drawee | : DRAWEE |
| Drawer | : GOODCARE PLC |

Compliance details

KYC	: Not Initiate...
Sanctions	: Not Initiate...
AML	: Not Initiate...

Accounting Details

Event	:
AccountNumber	:
Branch	:

Linked Loan Details

loanAcc	:
Loan Currency	:
Loan Amount	:

Assignment of Proceeds

Assignmentofproceeds	: No
Assignee Name	:
Assigned Amount	:

Interest Details

Component	:
Amount	:
Event	:

Exception(Approval)

| Sanction,KYC | : EXCEPTION |
| PLEASE VISIT REMARKS FOR MORE DETAILS | : - |

Tracer Details

Payment Tracer	: No
Acceptance Tracer	: No
Discrepancy Tracer	: No

| Audit |

| Reject | Hold | Refer | Cancel | Approve |

Tiles Displayed in Summary:

- Main Details - User can view the application and LC details.

- Documents Details- User can view the Document details.

- Additional Conditions - User can view the additional conditions.

- Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy noted for the current LC drawing.

- Maturity Details - User can view the maturity details.

- Additional Fields - User can view the additional fields, if any.

- Advices - User can view the advices details.

- Pre Shipment Details - User can view pre shipment details.

- Limits and Collaterals - User can view limits and collateral details.

- Commission, Charges and Taxes - User can view the charge details.

- Payment Details - User can view the payment details.

- Preview Messages - User can view the preview of the message.

- FX Linkage - User can view the FX linkage details.

- Settlement Details - User can view settlement details.

- Parties Details - User can view party details like applicant, advising bank etc.

- Compliance - User can view compliance validation response. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

- Accounting Details - User can view the accounting entries generated in back office.

> **✏ Note:**
>
> When the Value Date is different from the Transaction Date for one or more accounting entries, system displays an Alert Message "Value Date is different from Transaction Date for one or more Accounting entries.

- Assignment of Proceeds - User can view the assignment of proceeds details.

- Interest Details - User can view the interest details.

- Exception(Approval) - User can view the exception(approval) details.

For more information on Action Buttons, refer to the field description table below.

Table 2-43   Approval Summary - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application

Table 2-43   (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.

Table 2-43   (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Cancel	Cancel the Approval stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.

6. Click **Approve**.

• Reject Approval
  This topic helps you quickly get acquainted with the Reject Approval process.

2.6.1 Reject Approval

This topic helps you quickly get acquainted with the Reject Approval process.

As a Reject approver, user can review a transaction rejected and waiting for reject confirmation.

1. Log in into OBTFPM application and on **Home** screen, click, **Task**.

2. Under **Task**, click **Free Task**.

3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.

4. The acquired task will be available in **My Tasks** tab. Click **Edit**.

   The **Summary** screen appears. The user can view the Summary tiles which displays list of important fields with values.

5. Click each tile to drill down from reject summary tiles into respective data segments to verify the details of all fields under the data segment.

   Summary

   The data captured during handling of the transaction until the stage when reject is given will be available in the summary tile. Other fields will be blank when verified from summary tile.

   The data segment in which the task was rejected will have the tiles highlighted in a different colour (red).

   • Main Details - User can view the application and LC details.

   • Documents Details- User can view the Document details.

   • Additional Conditions - User can view the additional conditions.

   • Shipment Details - User can view shipment details.

- Discrepancy Details - User can view the discrepancy noted for the current LC drawing.

- Maturity Details - User can view the maturity details.

- Additional Fields - User can view the additional fields, if any.

- Advices - User can view the advices details.

- Pre Shipment Details - User can view pre shipment details.

- Limits and Collaterals - User can view limits and collateral details.

- Commission, Charges and Taxes - User can view the charge details.

- Payment Details - User can view the payment details.

- Preview Messages - User can view the preview of the message.

- FX Linkage - User can view the FX linkage details.

- Settlement Details - User can view settlement details.

- Parties Details - User can view party details like applicant, advising bank etc.

- Compliance - User can view compliance validation response. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

- Assignment of Proceeds - User can view the assignment of proceeds details.

- Interest Details - User can view the interest details.

For more information on Action Buttons, refer to the field description table below.

Table 2-44   Summary - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT799 and MT999 messages from within the task.

Table 2-44 (Cont.) Summary - Action Buttons - Field Description

Field	Description
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Approval stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Reject Approve	On click of Reject Approve, the transaction is rejected.
Reject Decline	On click of Reject Decline, the task moves back to the stage where it was rejected. User can update the reason for reject decline in remarks.

Glossary

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