

Oracle Banking Trade Finance Process Management Cloud Service

Guarantee/SBLC Amendment User Guide



Release 14.8.0.0.0

G29976-01

April 2025

The Oracle logo, consisting of a solid red square with the word "ORACLE" in white, uppercase, sans-serif font centered within it.

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Oracle Banking Trade Finance Process Management Cloud Service Guarantee/SBLC Amendment User Guide,
Release 14.8.0.0.0

G29976-01

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Preface

- [Purpose](#)
- [Audience](#)
This document is intended for the following audience:
- [Documentation Accessibility](#)
- [Critical Patches](#)
- [Diversity and Inclusion](#)
- [Structure](#)
This manual is organized into the following chapters:
- [Related Documents](#)
- [Conventions](#)
- [Screenshot Disclaimer](#)
- [Acronyms and Abbreviations](#)
- [Basic Actions](#)
- [Symbols and Icons](#)

Purpose

This manual is designed to help you quickly get acquainted with the Oracle Banking Trade Finance Process Management Cloud Service **Guarantee Amendment** process.

Audience

This document is intended for the following audience:

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

Documentation Accessibility

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Diversity and Inclusion

Oracle is fully committed to diversity and inclusion. Oracle respects and values having a diverse workforce that increases thought leadership and innovation. As part of our initiative to build a more inclusive culture that positively impacts our employees, customers, and partners, we are working to remove insensitive terms from our products and documentation. We are also mindful of the necessity to maintain compatibility with our customers' existing technologies and the need to ensure continuity of service as Oracle's offerings and industry standards evolve. Because of these technical constraints, our effort to remove insensitive terms is ongoing and will take time and external cooperation.

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.

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

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.
<i>italic</i>	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.

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
OBTFFPM	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	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>

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: <ul style="list-style-type: none"> • 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

Guarantee Amendment

Guarantee Amendment enables the user to amend an already issued guarantee to the Beneficiary or to the Bank designated to Advise the Guarantee Amendment to the Beneficiary or to another Advising Bank.

If the undertaking has been issued through another counter- counter issuing bank or Local Issuing Bank, the amendment would also be passed on through the same set of banks.

This topic contains following subtopics:

- [Common Initiation Stage](#)
This topic provides the systematic instructions to initiate the new **Guarantee Issuance Amendment** request.
- [Registration](#)
This topic provides the systematic instructions to initiate the Registration stage of Guarantee Issuance Amendment request.
- [Data Enrichment](#)
This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee Advise Internal Amendment request.
- [Legal Verification](#)
- [Customer Response - Draft Confirmation](#)
This topic helps you quickly get acquainted with the Customer Acknowledgement process.
- [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.

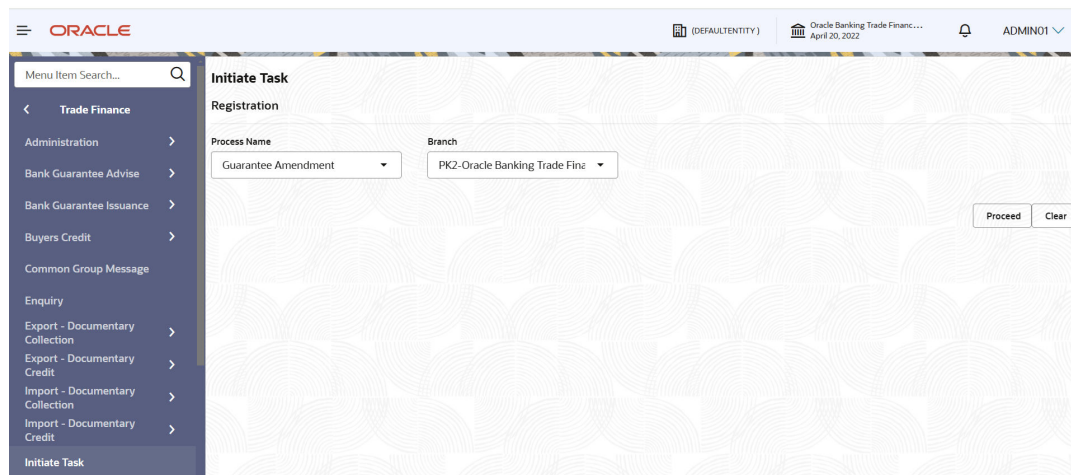
2.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the new **Guarantee Issuance Amendment** 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.
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 Guarantee Issuance Amendment request.

The first stage of Guarantee Amendment process starts from the Registration Stage. During Registration stage, user captures the basic details as well as undertaking details of the amendment application. On submit of the request, the customer will be notified with an acknowledgment letter.

The user has the option to submit, hold, save and hold and cancel the application.

For MT798 message with sub message MT763 when customer initiates a Guarantee Amendment request through SWIFT (Corporate to SWIFT) channel, the MT798 message along with the submessage MT763 containing the request is parsed and based on the STP parameters maintained, can create a Guarantee Amendment Task in OBTFPMCS. The MT798 message, is routed to the Issuing Bank. Issuing Bank receives the MT798 and creates a task in Guarantee Amendment Process in DE stage in OBTFPMCS.

The Incoming MT798 message contains 3 sections.

- MT798 Index Message which contains the Sub message type 763
- MT798 Details Message which contains the Sub Message type 767 (MT767 tags with values)
- MT798 Extension Message which contains the Sub Message type 768 (MT708 Extension message tag values) if applicable.

 **Note:**

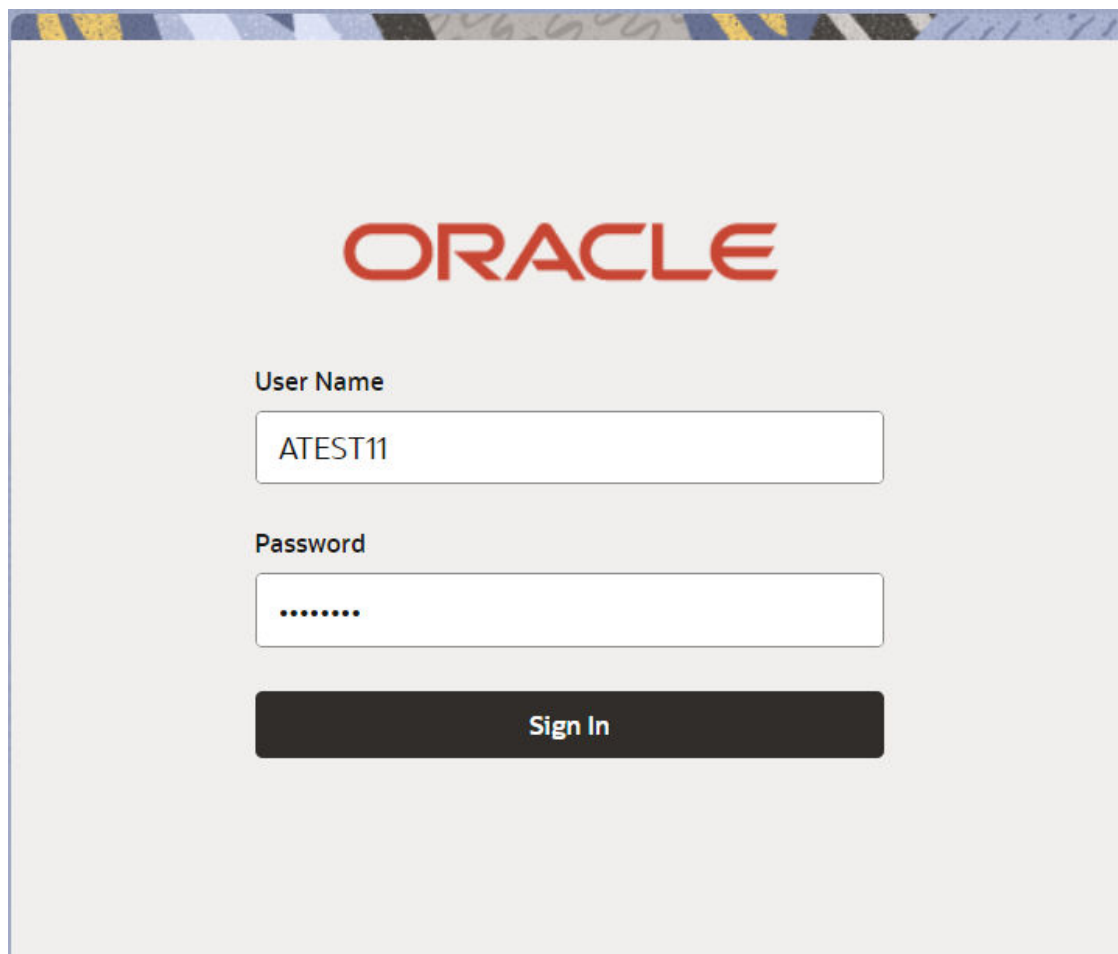
The user can process beneficiary's response to the Guarantee/Standby LC amendment received vide MT798 message through SWIFT.

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.

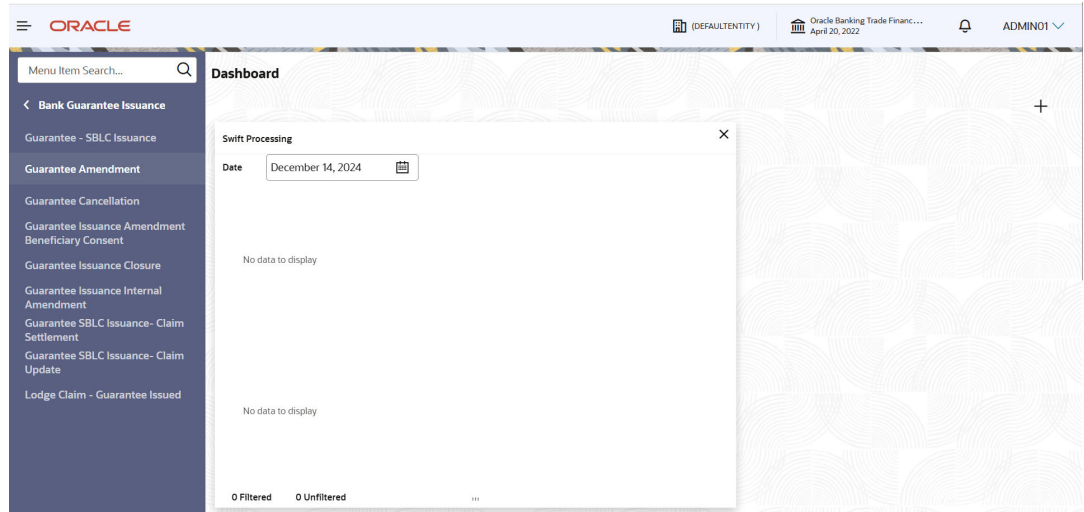
Specify **User ID** and **Password**, and login to **Home** screen.

Figure 2-2 Login Screen

The image shows a login screen for Oracle. At the top center is the Oracle logo in red. Below the logo, there are two input fields. The first is labeled "User Name" and contains the text "ATEST11". The second is labeled "Password" and contains seven dots. Below the password field is a dark grey button with the text "Sign In" in white. The background of the screen is light grey with a decorative pattern at the top.

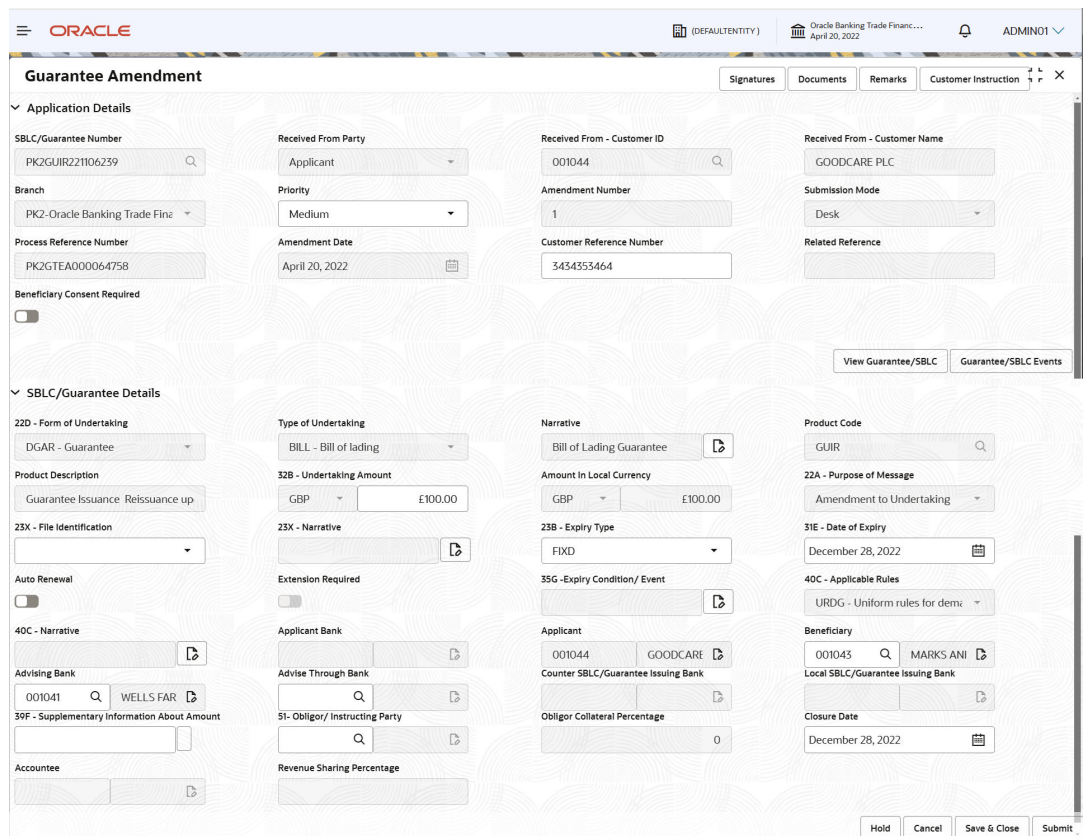
1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Bank Guarantee Issuance**.
2. Under **Bank Guarantee Issuance**, click **Guarantee Amendment**.

Figure 2-3 Guarantee Amendment



The **Guarantee Amendment** screen appears. The Guarantee Amendment - Registration stage has two sections Application Details and Guarantee Details. Let's look at the details of Registration screens below:

Figure 2-4 Guarantee Amendment - Registration - Application Details



3. On **Guarantee Amendment - Registration - Application 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.

In case of MT798, Application Details are defaulted to SWIFT.

Table 2-3 Guarantee Amendment - Registration - Application Details


Field	Description
SBLC/Guarantee Number	Specify the undertaking number, the user identification of your external bank account. Alternatively, click Search to search and select the documentary undertaking number from the look-up.
Received From Party	Read only field. System will default the party as available in Guarantee.
Received From - Customer ID	Read only field. Customer ID will be auto-populated from Guarantee /SBLC Issuance.
Received From - Customer Name	Read only field. Name of the customer or applicant will be auto populated based on the selected customer ID.
Branch	Read only field. Branch Name will be auto-populated from Guarantee /SBLC Issuance.  Note: Once the request is submitted, branch field is non-editable.
Priority	System defaults the priority of the Guarantee amendment request as Essential/Critical/Low/Medium/High. 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 of Registration stage.
Amendment Number	Read only field. Amendment number will be auto-populated based on the system maintenance. Amendment number increases by 1 for each amendment.

Table 2-3 (Cont.) Guarantee Amendment - Registration - Application Details

Field	Description
Submission Mode	<p>Read only field.</p> <p>The submission mode of Guarantee Amendment request. By default the submission mode will have the value as 'Desk'.</p> <ul style="list-style-type: none"> Desk - Request received through Desk Fax - Request received through Fax Email - Request received through Email Courier - Request received through Courier
Process Reference Number	<p>Read only field.</p> <p>Unique OBTFPMCS task reference number for the transaction.</p> <p>This is auto generated by the system based on process name and branch code.</p>
Amendment Date	<p>Read only field.</p> <p>By default, the application will display branch's current date.</p> <p>User cannot change the date to back date or future date.</p>
Customer Reference Number	<p>Specify a unique Customer Reference Number which is provided by the applicant/applicant bank.</p> <p>Enables the user to provide a unique Customer Reference Number for the amendment.</p>
Related Reference	<p>Read only field.</p> <p>Related reference number will be auto-populated based on the system maintenance.</p>
Beneficiary Consent Required	<p>Enable the option, if beneficiary consent required for the amendment made to the fields.</p> <p>Disable the option, if beneficiary consent is not required for the amendments.</p>

Guarantee Details

Registration user can provide Guarantee details in this section. Alternately, details can be provided by Data Enrichment user.

The screenshot displays the 'SBLC/Guarantee Details' form with the following fields and values:

- 22D - Form of Undertaking:** DGAR - Guarantee
- Product Description:** Guarantee Issuance Reissuance up
- 23X - File Identification:** (Empty)
- Auto Renewal:** (Off)
- 40C - Narrative:** (Empty)
- Advising Bank:** 001041, WELLS FAR
- 39F - Supplementary Information About Amount:** (Empty)
- Accountee:** (Empty)
- Type of Undertaking:** BILL - Bill of lading
- 32B - Undertaking Amount:** GBP, £100.00
- 23X - Narrative:** (Empty)
- Extension Required:** (Off)
- Applicant Bank:** (Empty)
- Advise Through Bank:** (Empty)
- 5I - Obligor/ Instructing Party:** (Empty)
- Revenue Sharing Percentage:** (Empty)
- Narrative:** Bill of Lading Guarantee
- Amount In Local Currency:** GBP, £100.00
- 23B - Expiry Type:** FIXD
- 35G - Expiry Condition/ Event:** (Empty)
- Applicant:** 001044, GOODCARE
- Counter SBLC/Guarantee Issuing Bank:** (Empty)
- Obligor Collateral Percentage:** 0
- Product Code:** GUIR
- 22A - Purpose of Message:** Amendment to Undertaking
- 31E - Date of Expiry:** December 28, 2022
- 40C - Applicable Rules:** URDG - Uniform rules for dem
- Beneficiary:** 001045, MARKS ANI
- Local SBLC/Guarantee Issuing Bank:** (Empty)
- Closure Date:** December 28, 2022

Buttons at the bottom: Hold, Cancel, Save & Close, Submit

4. On **Guarantee Amendment - Registration - Guarantee 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 Guarantee Amendment - Registration - SBLC/Guarantee Details - Field Description

Field	Description
Form of Undertaking	Read only field. Form of Undertaking defaults from Guarantee/ Standby Issuance.
Type of Undertaking	Read only field. Type of undertaking defaults from Guarantee/ Standby Issuance
Narrative	Specify the narrative in this field. This field is enabled if Type of Undertaking field values is OTHR .
Product Code	Read only field. This field displays the product code defaulted from Guarantee/ Standby Issuance.
Product Description	Read only field. This field displays the description of the product as per the product code.
Undertaking Amount	System defaults undertaking amount from Guarantee/ Standby Issuance. User can amend the value.
Amount In Local Currency	Read only field. System fetches the local currency equivalent value for the transaction amount from back office (with decimal places).
Purpose of Message	Read only field. Purpose of message defaults from Guarantee/ Standby Issuance.
File Identification	Select the type of delivery channel and its associated file name or reference from the available values. The options are: <ul style="list-style-type: none"> • COUR - Courier delivery • EMAL - Email transfer • FACT - SWIFTNet FileAct • FAXT - Fax transfer • HOST - Host-to-Host • MAIL - Postal Delivery • OTHR - Other delivery channel
Narrative	Specify the description in this field, if File Identification field values are COUR or OTHR .

Table 2-4 (Cont.) Guarantee Amendment - Registration - SBLC/Guarantee Details - Field Description






Field	Description
Expiry Type	Select the expiry type for guarantee issuance. By default the system displays the expiry date as maintained in Issuance. The options are: <ul style="list-style-type: none"> • COND - With Expiry • COND - Without Expiry • FIXD - Specified expiry date (with/without automatic expansion) • OPEN - No specific date of expiry
Date of Expiry	Select the expiry date of the Guarantee Issuance. The field is enabled, if Expiry Type is COND and FIXD .
Auto Renewal	Switch to  for auto renewal. This field is enabled if Applicable Rules is URDG - Uniform rules for demand guarantees and Expiry Type is OPEN .
Extension Required	Switch to  if extension is required for guarantee issuance internal amendment.
Expiry Condition/Event	Specify the documentary condition/event that indicates when the local undertaking will cease to be available. The field is enabled, if Expiry Type is COND .
Applicable Rules	Read only field. This field displays the rules of the Guarantee/ Standby issuance.
Narrative	Specify the description in this field, if Applicable Rules field values is OTHR .
Applicant Bank	Read only field. This system defaults the applicant bank name available in Guarantee.
Applicant	Read only field. This field displays the details of the applicant of the selected SBLC/Guarantee Number.
Beneficiary	This field displays the beneficiary details of the selected Guarantee/ Standby issuance. User can change the beneficiary, if required.
Advising Bank	This field displays the details of the advising bank. User can change the Advising Bank, if required. <div style="border-left: 2px solid #0070C0; padding-left: 10px; margin-top: 10px;"> <p> Note:</p> <p>In case the selected Bank is not RMA Compliant, the system prompts the user to use a different advising bank or use non SWIFT Media to transmit the LC and displays error message “RMA arrangement not available, please change the bank or use MAIL Medium”.</p> </div>

Table 2-4 (Cont.) Guarantee Amendment - Registration - SBLC/Guarantee Details - Field Description

Field	Description
Advising Bank Reference	Specify the advising bank reference number.
Advising Through Bank	Specify or click Search icon to search and select the value of advising through bank defaults from Guarantee/ Standby Issuance.
Counter SBLC/Guarantee Issuing Bank	<p>The value of Counter Guarantee Issuing Bank defaults from Guarantee/ Standby Issuance.</p> <p>This field is enabled, if Purpose of Message is ICCO.</p> <div style="border: 1px solid #0070C0; padding: 5px; margin-top: 10px;"> <p> Note:</p> <p>If Counter Issuing Bank has value, and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available"</p> </div>
Local SBLC/Guarantee Issuing Bank	<p>The value of Local Guarantee Issuing Bank defaults from Guarantee/ Standby Issuance.</p> <p>This field is enabled, if Purpose of Message is ICCO or ISCO.</p> <div style="border: 1px solid #0070C0; padding: 5px; margin-top: 10px;"> <p> Note:</p> <p>If Local Issuing Bank has value and Counter Issuing Bank has no value, and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".</p> </div>
Supplementary Information About Amount	Specify the supplementary information about amount related to undertaking.
Obligor/ Instructor Party	Specify the Local SBLC/Guarantee Issuance bank name or click Search to search and select the name of the obligor from the lookup.
Obligor Collateral Percentage	<p>Read only field.</p> <p>The value for obligor collateral percentage is defaulted from Guarantee/ Standby Issuance.</p>
Closure Date	<p>This field displays the "Closure Date" defaulted by the system from the previous version of the contract.</p> <p>User can modify the system defaulted Closure Date and system should validate the same for the below conditions,</p> <ul style="list-style-type: none"> • Closure Date must be after the Issue Date. • Closure Date must be after the Expiry Date. • Closure Date cannot be blank.
Accountee	<p>Read only field.</p> <p>System defaults the accountee name available in Guarantee.</p>
Revenue Sharing Percentage	<p>Read only field.</p> <p>System populates the values from the "Trade Finance Customer Maintenance" if any, from the Guarantee Contract.</p>

5. Click **Submit**.

The task will move to next logical stage of Guarantee Amendment.
For more information on action buttons, refer to the field description table below.

Table 2-5 Guarantee Amendment - 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 available, system should display all the signatures.
Documents	Upload the documents received. Application displays mandatory documents to be uploaded for Guarantee Issuance. Place holders are also available to upload additional documents submitted by the applicant
Remarks	Specify any additional information regarding the Guarantee Issuance. This information can be viewed by other users processing the request.
Customer Instruction	Click to view/ input the following: <ul style="list-style-type: none"> • 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.
View Guarantee/SBLC	Clicking this button allows the user to view the Guarantee/SBLC details.
Guarantee/SBLC Events	On Clicking this button, system will display the details of guarantee issuance and amendments, if any in chronological sequence.
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 Guarantee amendment 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	Click Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. The task will move to next logical stage of Guarantee Amendment. 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.

- [Document Linkage](#)
This topic provides the systematic instructions to initiate the document linkage.

- [Oracle Banking Trade Finance Process Management Cloud Service - OBDX Bidirectional flow](#)
This topic provides the systematic instructions to initiate the OBTFPM- OBDX Bidirectional flow.

2.2.1 Document Linkage

This topic provides the systematic instructions to initiate the document linkage.

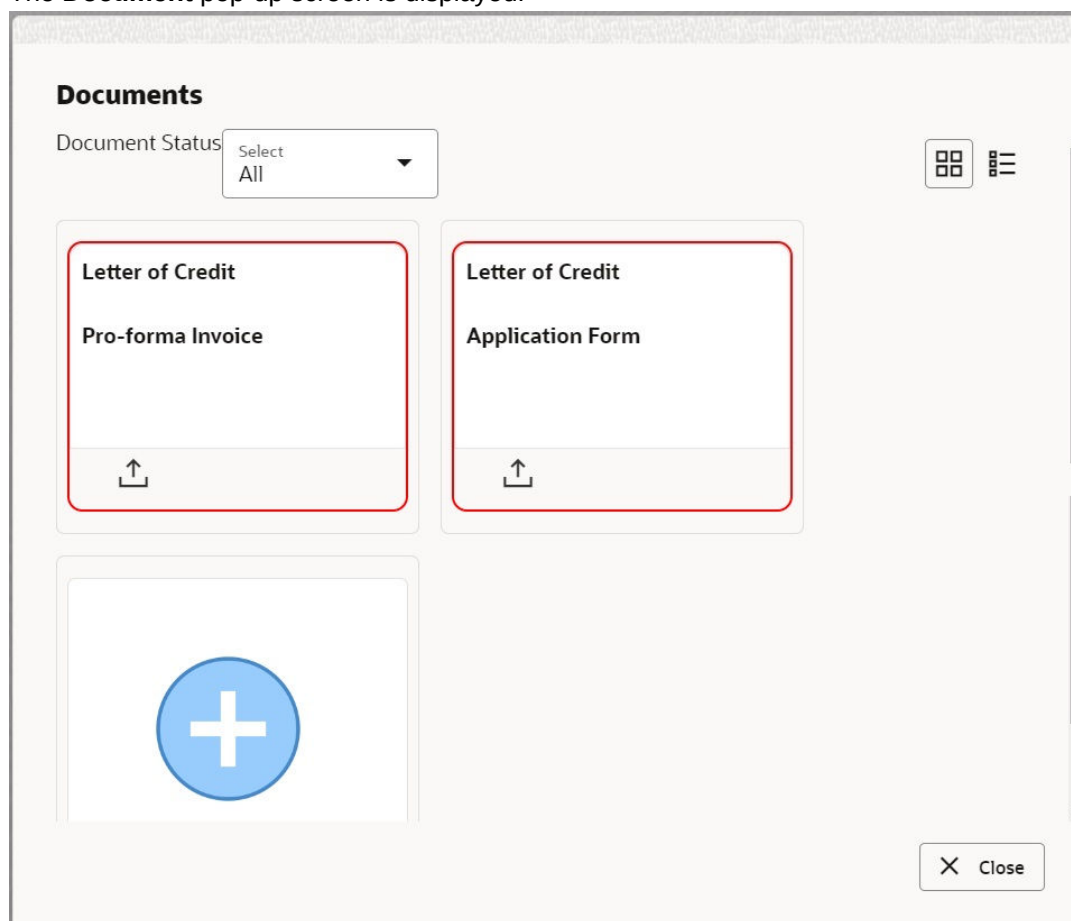
In Oracle Banking Trade Finance Process Management Cloud Service, system should display Document Ids available in the DMS system. In DMS system, the documents can be Uploaded and stored for future access. Every document stored in DMS will have a unique document id along with other Metadata. The uploaded Document image in the DMS should be available/ queried in the Process flow stage screens to link with the task by using the Document ID.

System displays the Documents ids which is not linked with any of the task. Mid office should allow either upload the document or link the document during task processing. The Mid office should allow to Link the same Document in multiple tasks.

Specify **User ID** and **Password**, and navigate to **Registration** screen.

1. On the header of **Registration** screen, click, **Documents**.

The **Document** pop-up screen is displayed.



2. Click the **Add Additional Documents** button/ link.

The **Document** screen is displayed.

Field	Description
Document Type	Select the document type from list. Indicates the document type from metadata.
Document Code	Select the document Code from list. Indicates the document Code from metadata.
Document Title	Specify the document title.
Document Description	Specify the document description.
Remarks	Specify the remarks.
Document Expiry Date	Select the document expiry date.
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.

3. Select the document to be uploaded or linked and click the **Link Document** link.

The link **Document** pop up screen is displayed.

The value selected in **Document Type** and **Document Code** of **Document** screen are defaulted in the **Link Document Search** screen.

Link Document

Customer Id

Document Type

Document Id

Document Code

Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date	Reference Number
No data to display.						

Page 1 (0 of 0 items) | < 1 >

- Click **Fetch** to retrieve the details from DMS.

System displays all the documents available for the given **Document Type** and **Document Code** for the customer.

Field	Description
Customer ID	This field displays the transaction Customer ID.
Document ID	Specify the document ID.
Document Type	Select the document type from list.
Document Code	Select the document Code from list.
Search Result	
Document ID	This field displays the document ID from metadata.
Customer ID	This field displays the transaction customer ID.
Document Type	This field displays the document type from metadata.
Document Code	This field displays the document code from metadata.
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.
Upload Date	The field displays the upload date of the document.
Reference Number	The field displays the reference number of the document.

- Click **Link** to link the particular document required for the current transaction.

Link Document

Customer Id:

Document Id:

Document Type:

Document Code:

Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date	Reference Number
Link	616	001044	fdff	INSURANCE	December 6, 2023	PK2ELCU000003399
Link	116	001044		INSURANCE	November 3, 2023	PK2ILCD000001238
Link	144	001044		INSURANCE	November 6, 2023	PK2IILD000001312
Link	162	001044		INSURANCE	November 9, 2023	PK2ELCC000001424
Link	684	001044	cvcvc	INSURANCE	December 11, 2023	PK2IELD000004034

Page of 6 (1-5 of 29 items) | < > 2 3 4 5 6 > >|

Post linking the document, the user can View, Edit and Download the document.

- Click **Edit** icon to edit the documents.

The **Edit Document** screen is displayed.

Edit Document

Document Id:

Document Title:

Application Reference Number:

Entity Reference Number:

Document Type Id:

Document Description:

Remarks:

Document Expiry Date:

Current selected files:ddf.pdf | 2464

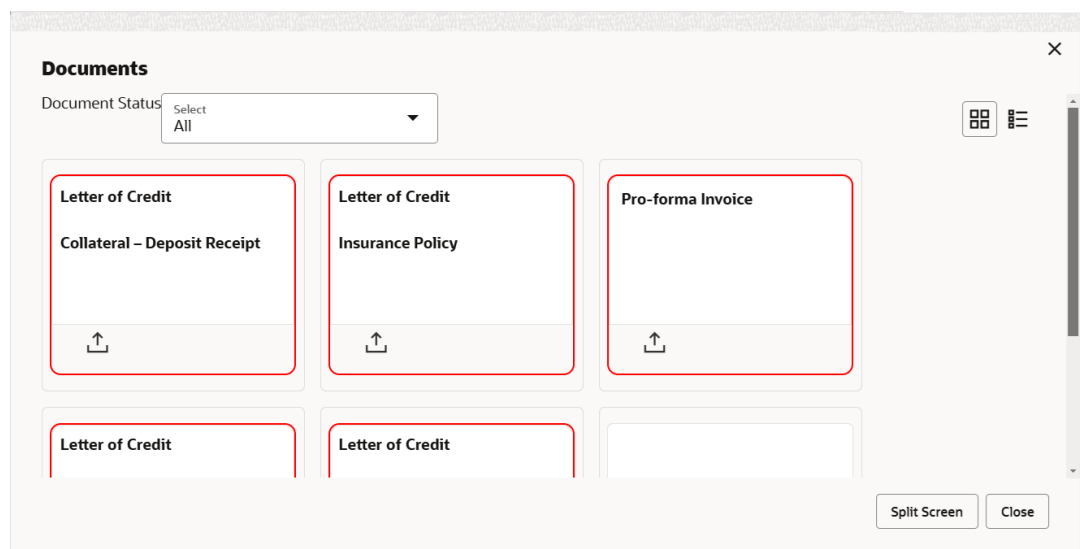
2.2.2 Oracle Banking Trade Finance Process Management Cloud Service - OBDX Bidirectional flow

This topic provides the systematic instructions to initiate the OBTFPM- OBDX Bidirectional flow.

As a part of Digital Experience, customers can initiate Trade Finance Transactions from online channels and the respective task will be available in Oracle Banking Trade Finance Process Management Cloud Service for further handling.

Oracle Banking Trade Finance Process Management Cloud Service (Oracle Banking Trade Finance Process Management Cloud Service) user, for task received from online channel, raise clarification and receive response from the customer.

1. Customer initiates the Trade Finance transaction in Online channel (OBDX) and upload the necessary documents.



2. The task created will land in the Scrutiny stage of Oracle Banking Trade Finance Process Management Cloud Service for handling by Trade expert for reviewing and identifying mismatch/incomplete data.
3. In the Scrutiny, Data Enrichment or Approval the bank user may require clarification from customer, Oracle Banking Trade Finance Process Management Cloud Service user clicks **Request Clarification** button to request for online clarification from customer.

Import LC Amendment Scrutiny :: Application No:- PK2ILCA000001597

Main Details

Application Details

20 - Documentary Credit Number: PK2ILSR21125ATPI

Received From Party: Applicant

Received From - Customer ID: 001044

Received From - Customer Name: GOODCARE PLC

Branch: [Dropdown]

Amendment No: 1

Process Reference Number: PK2ILCA000001597

Priority: Medium

Submission Mode: Desk

Application Date: April 20, 2022

Customer Reference Number: [Empty]

User Reference Number: PK2ILSR21125ATPI

Beneficiary Consent: [Toggle Off]

LC Details

Revolving: [Toggle Off]

LC Type: Slight

Product Code: ILSR

Product Description: Import LC Slight Revolving advance I

Advising Bank: 001185 RBS PLC

40A - Form of Documentary Credit: IRREVOCABLE

31C - Date of Issue: May 5, 2021

40E - Applicable Rules: UCP LATEST VERSION

Date of Expiry: May 31, 2021

31D - Place of Expiry: LONDON

51A - Applicant Bank: [Empty]

Applicant: 001044 GOODCARE

Beneficiary: 001204 PK2WALKIT

Accountee: [Empty]

32B - Currency Code, Amount: GBP £100,000.00

39A - Percentage Credit Amount Tolerance: [Empty]

Limits/Collateral Required: [Toggle Off]

39C - Additional Amount Covered: [Empty]

Amount In Local Currency: GBP £100,000.00

Back to Back LC: [Toggle Off]

Buttons: Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, Next

4. On **Registration - Application Details** screen, specify the fields.
5. The **Request Clarification** detailed screen gets displayed, user enters the information and clicks **Save**, the information should be sent to customer.
6. System will alert the Oracle Banking Trade Finance Process Management Cloud Service user through email of receipt of Clarification for Bi-Directional clarifications sent to OBDX user.
7. Oracle Banking Trade Finance Process Management Cloud Service user should be able to see the details in the View Clarification window and the status will be Clarification Requested. The user can click **Re Clarification** button if required.

Clarification Details - Application No : PK2IILM000065515

Select	Clarification	Raised By	Clarification Date	Response	Response Date	Response Type	Status
No data to display.							

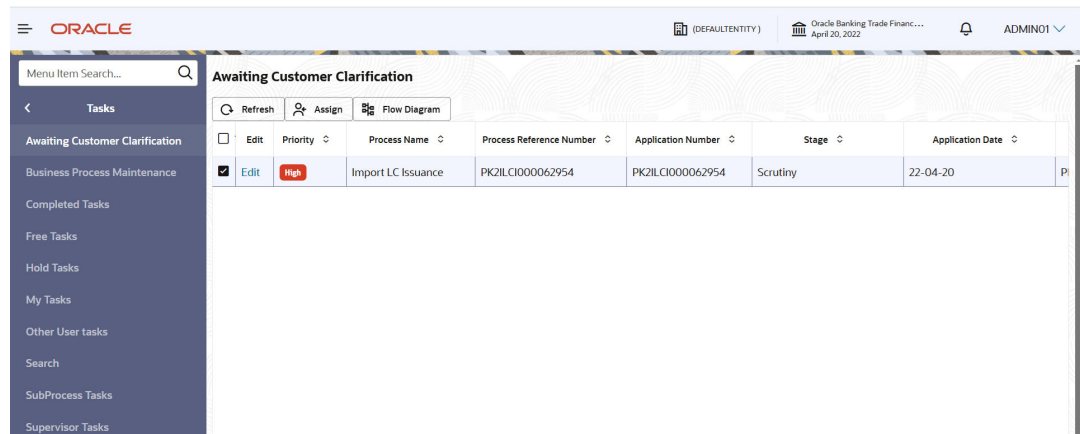
Page 1 (0 of 0 items) | < 1 >

Buttons: Re Clarification, Manual Update, Withdraw Clarification

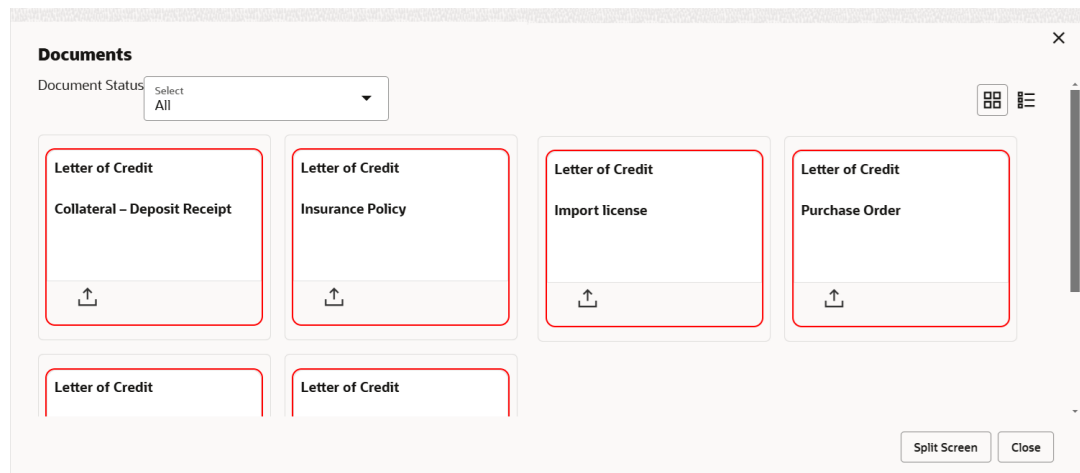
Performa invoice is not uploaded, instead some other document is uploaded as Performa invoice. Please delete the present document and upload the Performa invoice.

Buttons: Accept Clarification, Close

8. The task goes to **Awaiting Customer Clarification** state until the response received from the customer.



9. Click **Edit**.
10. The user can click **Accept Clarification** button, if the query raised has been answered by the customer.
The status should change to **Clarification Accepted** on next the task moves to the next logical stage.
11. Bank user checks the Clarification and opens the **Documents** Tab. System displays both the new document uploaded and the metadata for deleted document and the deleted document is displayed in a blurred way. User can open the new document, the deleted document cannot be opened. System should also increment the version number of the documents.



- [Bi-Directional Flow for Offline Transactions Initiated from Oracle Banking Trade Finance Process Management Cloud Service](#)
This topic provides the systematic instructions to initiate the Bi-Directional Flow for Offline Transactions Initiated from Oracle Banking Trade Finance Process Management Cloud Service.

2.2.2.1 Bi-Directional Flow for Offline Transactions Initiated from Oracle Banking Trade Finance Process Management Cloud Service

This topic provides the systematic instructions to initiate the Bi-Directional Flow for Offline Transactions Initiated from Oracle Banking Trade Finance Process Management Cloud Service.

Offline Transactions means those transactions which are not initiated by OBDX, but are initiated directly by the bank user in Oracle Banking Trade Finance Process Management Cloud Service upon request received from the customer.

Pre- Conditions:

- Customer Maintenance details are replicated from OBTF to Oracle Banking Trade Finance Process Management Cloud Service.
 - Task is initiated in Oracle Banking Trade Finance Process Management Cloud Service, Customer ID is captured/populated and Process Reference Number is generated.
1. Customer Maintenance details are replicated from OBTF to Oracle Banking Trade Finance Process Management Cloud Service.
 2. In Oracle Banking Trade Finance Process Management Cloud Service, user clicks **Request Clarification**, the system checks if the request is initiated from OBDX by validating the value available in the submission mode field is “Online”. In case submission mode is “Online”, the user can enter the clarification details in “Clarification Required” placeholder.
 3. In case submission mode is not “Online”, the system will validate if the counterparty is a OBDX customer by checking the flag “Trade Finance Portal” in the Customer Maintenance table replicated from OBTF. In this case, the user can submit clarification.
 4. In case submission mode is not “Online”, and if the “Trade Finance Portal” flag is set to ‘No’ in Customer Maintenance Table, the system should display the error message that ‘The customer is not subscribed to Trade Finance Portal’. Once the request is submitted, the Request Clarification functionality would be applicable to offline initiated transactions also.

2.3 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee Advise Internal Amendment request.

As part of Data Enrichment, user can amend the various allowed fields, check the limits and other legal and financial risks, the bank is exposed to and either approve or reject or refer the transaction to the customer for changes.

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”.

In case of MT798 message, if the User encounters validation error during handling the task, user can put the transaction into hold and seek clarification from the customer in this stage. In DE stage the task is verified and enriched. The user if required can update the editable fields.

The fields that have been changed/updated have to be highlighted by the system and the user can check the incoming message place holder for the original value.

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 **Tasks**, click **Free Tasks**.

Figure 2-5 Free Tasks

Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
Medium	Guarantee Advise Internal A...	PK2GTAI000064910	PK2GTAI000064910	DataEnrichment	22-04-20
Medium	Export LC Transfer Cancellation	PK2ELCT000064911	PK2ELCT000064911	DataEnrichment	22-04-20
	STP Process Allocation	PK2STPP000064903	PK2STPP000064903	Process Identification	22-04-20
	STP Process Allocation	PK2STPP000064902	PK2STPP000064902	Process Identification	22-04-20
Medium	Guarantee Advise	PK2GTEA000052491	PK2GTEA000052491	Approval Task Level 1	22-04-20
Medium	Guarantee Advise	PK2GTEA000002558	PK2GTEA000002558	DataEnrichment	22-04-20
Medium	Guarantee Advise	PK2GTEA000061878	PK2GTEA000061878	Approval Task Level 1	22-04-20
Medium	Import Documentary Collecti...	PK2IDCL000064892	PK2IDCL000064892	DataEnrichment	22-04-20
Medium	Import Documentary Collecti...	PK2IDCL000064891	PK2IDCL000064891	DataEnrichment	22-04-20
Medium	Import LC Liquidation	PK2ILCL000064890	PK2ILCL000064890	DataEnrichment	22-04-20
Medium	Import LC Liquidation	PK2ILCL000064889	PK2ILCL000064889	DataEnrichment	22-04-20
Medium	Import LC Liquidation	PK2ILCL000064887	PK2ILCL000064887	DataEnrichment	22-04-20
Medium	Common Group Message	PK2CGRM000064886	PK2CGRM000064886	Approval	22-04-20

The **Free Tasks** screen displays.

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 2-6 My Tasks

	Refresh	Release	Escalate	Delegate	Flow Diagram						
	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date					
<input checked="" type="checkbox"/>	Medium	Guarantee Advise Internal Am...	PK2GTAI000064910	PK2GTAI000064910	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Advise Amendmen...	PK2GTEA0000649...	PK2GTEA000064908	Registration	22-04-20					
<input type="checkbox"/>	Medium	Guarantee SBLC Advised -Clai...	PK2GADC0000064...	PK2GADC000064901	Registration	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Advise Amendmen...	PK2GTEA0000649...	PK2GTEA000064900	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Advise	PK2GTEA000054167	PK2GTEA000054167	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Advise	PK2GTEA0000648...	PK2GTEA000064885	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Issuance Amendm...	PK2GTEI000064871	PK2GTEI000064871	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Issuance Internal A...	PK2GTEI000064842	PK2GTEI000064842	Approval Task Level 1	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Cancellation	PK2GTEC000064841	PK2GTEC000064841	AmountBlock Exception A...	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Issuance Closure	PK2GTEC000064839	PK2GTEC000064839	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee SBLC Issuance -Clai...	PK2GISC000064835	PK2GISC000064835	DataEnrichment	22-04-20					
<input type="checkbox"/>	Medium	Guarantee SBLC Issuance -Cla...	PK2GISC000062281	PK2GISC000062281	Approval Task Level 1	22-04-20					
<input type="checkbox"/>	Medium	Guarantee Advise Amendmen...	PK2GTEA000064814	PK2GTEA000064814	DataEnrichment	22-04-20					

Let's look at the details for Data Enrichment stage.

The Data Enrichment stage has the following hops for data capture:

- [Main Details](#)
This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Guarantee Amendment request.
- [Sequence B \(Continued\)](#)
This topic provides the systematic instructions to capture the Sequence B (Continued) details in Data Enrichment stage of Guarantee Amendment process.
- [Sequence C](#)
This topic provides the systematic instructions to capture the Sequence C details in Data Enrichment stage of Guarantee Amendment process.
- [Acknowledgement Details](#)
This topic provides the systematic instructions to capture the acknowledgement details of Data Enrichment stage.
- [Additional Fields](#)
This topic provides the systematic instructions to capture the additional fields.
- [Amendment Snapshot](#)
This topic provides the systematic instructions to capture the Amendment Snapshot details.
- [Advices](#)
This topic provides the systematic instructions to capture the advices details of Guarantee Amendment process.
- [Additional Details](#)
This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee Amendment process.
- [Settlement Details](#)
This topic provides the systematic instructions to capture the settlement details of Guarantee Amendment request.

- [Summary](#)
This topic provides the systematic instructions to view the summary of Guarantee Amendment request.

2.3.1 Main Details

This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Guarantee Amendment request.

Main details section has two sub section as follows:

- Application Details
- SBLC/ Guarantee Details.

Application Details

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

Figure 2-7 Data Enrichment - Main Details

The screenshot displays the 'Guarantee Amendment DataEnrichment :: Application' interface for application No. PK2GTEA000064758. The 'Main' section is expanded to show 'Application Details'. Fields include: SBLC/Guarantee Number (PK2GUIR221106239), Received From Party (Applicant), Received From - Customer ID (001044), Received From - Customer Name (GOODCARE PLC), Branch (PK2-Oracle Banking Trade Fine), Priority (Medium), Amendment Number (1), Submission Mode (Desk), Process Reference Number (PK2GTEA000064758), Amendment Date (April 20, 2022), Customer Reference Number (3434353464), and Related Reference (PK2GUIR221106239). The 'SBLC/Guarantee Details' section includes: 22D - Form of Undertaking (DGAR - Guarantee), Type of Undertaking (BILL - Bill of lading), Narrative (Bill of Lading Guarantee), Product Code (GUR), Product Description (Guarantee Issuance: Reissuance up), 32B - Undertaking Amount (GBP, £100.00), Amount in Local Currency (GBP, £100.00), 22A - Purpose of Message (Amendment to Undertaking), 23X - File Identification, 23X - Narrative, 23B - Expiry Type (FIXD), 31E - Date of Expiry (December 28, 2022), 35G - Expiry Condition/ Event, 40C - Applicable Rules (URDG - Uniform rules for dem...), 40C - Narrative, Applicant Bank (001044, GOODCARE), Applicant (001044, GOODCARE), Counter SBLC/Guarantee Issuing Bank, Beneficiary (001043, MARKS ANI), Local SBLC/Guarantee Issuing Bank, Advising Bank (001041, WELLS FAR), Advise Through Bank, 39F - Supplementary Information About Amount, 51- Obligor/ Instructing Party, Obligor Collateral Percentage (0), Accountee, Revenue Sharing Percentage, and Closure Date (December 28, 2022). Navigation buttons at the bottom include: Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, and Next.

Note:

The fields which are marked as **Required** are mandatory.

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

Table 2-6 Guarantee Amendment - Registration - Application Details - Field Description

Field	Description
SBLC/Guarantee Number	Read only field. This field displays the SBLC/Guarantee number, the user identification of your external bank account.
Received From Party	Read only field. System will default the party as available in Guarantee.
Received From - Customer ID	Read only field. Customer ID will be auto-populated from Guarantee /SBLC Issuance.
Received From - Customer Name	Read only field. Name of the customer or applicant will be auto populated based on the customer ID.
Branch	Read only field. By default, customer's home branch will be displayed based on the customer ID.
Priority	System defaults the priority of the Guarantee amendment request as Essential/Critical/Low/Medium/High. 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 of Registration stage.
Amendment Number	Read only field. Amendment number will be auto-populated based on the system maintenance. Amendment number increases by 1 for each amendment.
Submission Mode	Read only field. This field displays the submission mode of Guarantee Amendment request. By default the submission mode will have the value as 'Desk'. <ul style="list-style-type: none"> • Desk - Request received through Desk • Fax- Request received through Fax • Email- Request received through Email • Courier - Request received through Courier
Process Reference Number	Read only field. Unique OBTFPMCS task reference number for the transaction. This is auto generated by the system based on process name and branch code.


Table 2-6 (Cont.) Guarantee Amendment - Registration - Application Details - Field Description

Field	Description
Amendment Date	Read only field. The application displays the branch's current date by default, and enables the user to change the date to any back date.
Customer Reference Number	Specify a unique Customer Reference Number which is provided by the applicant/applicant bank.
Related Reference	Read only field. Related reference number will be auto-populated based on the system maintenance.
Beneficiary Consent Required	Enable the option, if beneficiary consent required for the amendment made to the fields. Disable the option, if beneficiary consent is not required for the amendments.

Guarantee Details

The fields listed under this section are same as the fields listed under the Guarantee Details section in Registration stage. During Registration, if user has not captured input, then user can capture the details in this section.

Figure 2-8 Guarantee Details

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

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

Table 2-7 Guarantee Amendment - Registration - Guarantee Details - Field Description

Field	Description
Form of Undertaking	Read only field. This field displays the value for form of undertaking.
Type of Undertaking	Read only field. Type of undertaking defaults from Guarantee/ Standby Issuance
Narrative	Specify the narrative in this field. This field is enabled if Type of Undertaking field values is OTHR .
Product Code	Read only field. This field displays the product code.
Product Description	Read only field. This field displays the description of the product as per the product code.
Undertaking Amount	This field defaults the undertaking number available in the guarantee/ SBLC. User can change the undertaking amount.
Amount In Local Currency	Read only field. This field displays the Local currency and amount value. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).
Purpose of Message	Read only field. System defaults the purpose of message as entered in Registration stage. The values are: <ul style="list-style-type: none"> • ISSU - Issue of Undertaking: • ICCO - Issuance of counter-counter-undertaking: • ISCO - Issuance of counter undertaking:
File Identification	Select the type of delivery channel and its associated file name or reference from the available values. The options are: <ul style="list-style-type: none"> • COUR - Courier delivery • EMAL - Email transfer • FACT - SWIFTNet FileAct • FAXT - Fax transfer • HOST - Host-to-Host • MAIL - Postal Delivery • OTHR - Other delivery channel User can change the value of File Identification.
Narrative	This field displays the description entered in Registration stage, if any. User can change the value of narrative, if value of File Identification is OTHR .

Table 2-7 (Cont.) Guarantee Amendment - Registration - Guarantee Details - Field Description




Field	Description
Expiry Type	<p>System defaults the expiry type from guarantee issuance. This field indicates whether undertaking has specified expiry date or is open-ended.</p> <p>The options are:</p> <ul style="list-style-type: none"> • COND - With Expiry • COND - Without Expiry • FIXD - Specified expiry date (with/without automatic expansion) • OPEN - No specific date of expiry <p>User can change the value of Expiry Type.</p>
Date of Expiry	<p>Select the expiry date of the Guarantee Issuance. The field is enabled, if Expiry Type is COND and FIXD.</p>
Auto Renewal	<p>Switch to  for auto renewal. This field is enabled if Applicable Rules is URDG - Uniform rules for demand guarantees and Expiry Type is OPEN.</p>
Extension Required	<p>Switch to  if extension is required for guarantee issuance internal amendment.</p>
Expiry Condition/Event	<p>System defaults the documentary condition/event that indicates when the local undertaking will cease to be available.</p> <p>User can change the expiry condition/event, if the value of Expiry Type is COND.</p>
Applicable Rules	<p>Read only field. System defaults the applicable rules for guarantee issuance. The value can be:</p> <ul style="list-style-type: none"> • URDG - Uniform rules for demand guarantees • UCPR - Uniform customs and Practices • ISPR - International standby Practices • NONE - Not subject to any rules • OTHR
Narrative	<p>Read only field.</p> <p>This field displays the description entered in Registration stage, if any.</p> <p>This field is enabled, if Applicable Rules field values is OTHR.</p>
Applicant Bank	<p>Read only field.</p> <p>This system defaults the applicant bank name available in Guarantee.</p>
Applicant	<p>Read only field.</p> <p>This field displays the details of the applicant of the selected SBLC/Guarantee Number.</p>

Table 2-7 (Cont.) Guarantee Amendment - Registration - Guarantee Details - Field Description

Field	Description
Beneficiary	<p>System defaults the beneficiary whose favor the undertaking (or counter-undertaking) is issued from the Regeistration stage. If beneficiary is not a customer of the bank, then choose WALKIN customer id and provide the beneficiary details. If beneficiary is a customer and KYC status is not valid, then system will display alert message.</p> <p>User can change the beneficiary.</p>
Advising Bank	<p>This field displays the details of the advising bank.</p> <p>User can change the Advising Bank, if required.</p> <div style="border: 1px solid #ccc; background-color: #e6f2ff; padding: 10px; margin-top: 10px;"> <p> Note:</p> <p>In case the selected Bank is not RMA Compliant, the system prompts the user to use a different advising bank or use non SWIFT Media to transmit the LC and displays error message “RMA arrangement not available, please change the bank or use MAIL Medium”.</p> </div>
Advising Bank Reference	Specify the advising bank reference number.
Advising Through Bank	<p>The value of advising through bank defaults from Guarantee/ Standby Issuance.</p> <p>User can change the Advising through bank, if required.</p>
Counter SBLC/Guarantee Issuing Bank	System defaults the Counter Guarantee Issuance bank name from the Registration stage.
Local SBLC/Guarantee Issuing Bank	System defaults the Local SBLC/Guarantee Issuance bank name from the Registration stage.
Supplementary Information About Amount	Specify the supplementary information about amount related to undertaking.
Obligor/ Instructor Party	Specify the Local SBLC/Guarantee Issuance bank name or click Search to search and select the name of the obligor from the lookup.
Obligor Collateral Percentage	<p>Read only field.</p> <p>The value for obligor collateral percentage is defaulted from Guarantee/ Standby Issuance.</p>
Closure Date	<p>This field displays the Closure Date defaulted by the system from the previous version of the contract.</p> <p>User can modify the system defaulted Closure Date and system should validate the same for the below conditions,</p> <ul style="list-style-type: none"> • Closure Date must be after the Issue Date. • Closure Date must be after the Expiry Date. • Closure Date cannot be blank.
Accountee	<p>Read only field.</p> <p>System defaults the accountee name available in Guarantee.</p>
Revenue Sharing Percentage	<p>Read only field.</p> <p>System populates the values from the “Trade Finance Customer Maintenance” if any, from the Guarantee Contract.</p>

Audit

Task Audit Trail Details

Application No. Branch Code Initiated Date Initiated By

Process Name

S.No	Stage Name	Pickup Time	Completed Time	Completed By	Outcome
1	Registration	Dec 20, 2024, 6:33:17 PM	Dec 20, 2024, 7:29:11 PM	LAXMAN01	PROCEED

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 application 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.

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'.

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

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the Guarantee issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
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.

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

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Next	<p>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.</p>

2.3.2 Sequence B (Continued)


This topic provides the systematic instructions to capture the Sequence B (Continued) details in Data Enrichment stage of Guarantee Amendment process.

This section lists the amendments made to the issued guarantee. The hop has following four sections:

- Preferences
- Delivery of Original Undertaking
- Others
- Liability Change Schedule

1. On **Data Enrichment - Sequence B (Continued)** screen, specify the fields.

Figure 2-9 Data Enrichment - Sequence B (Continued)

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

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

Table 2-10 Sequence B (Continued) - Field Description

Field	Description
Preferences	Specify the Preferences details.
Other Amendments To Undertaking	The field displays the content from MT767 and all the applicable MT 775. The user can change the value of other amendments To Undertaking details.
Delivery of Original Undertaking	Specify the Delivery of Original Undertaking details.
Delivery of Original Amendment	Select the delivery mode by which the original local undertaking is to be delivered from the drop-down. The options are: <ul style="list-style-type: none"> • COLL - By Collection • COUR - By Courier (e.g. Fedex, DHL, UPS) • MAIL - By Mail • MESS - By Messenger - Hand-deliver • OTHR - Other method • REGM - By Registered Mail or Airmail Additional Information may be present if Code has the value COUR or OTHR , otherwise it is not allowed.
Narrative	Specify the narrative, if Delivery of Original Amendment has the value COUR or OTHR .

Table 2-10 (Cont.) Sequence B (Continued) - Field Description

Field	Description
Delivery to/ Collection by	Select the value to whom the original local undertaking is to be delivered or by whom the original local undertaking is to be collected from the drop-down. The options are: <ul style="list-style-type: none"> • BENE – Beneficiary • OTHR - Specified Address
Narrative	Specify the narrative, if any. This field is mandatory if Delivery to/ Collection by field value is OTHR
Others	Specify the Others details.
Sender to Receiver Information	Click Search to search and select the additional information for receiver from the look-up.
Customer Business Reference	Click Search to search and select the customer business reference from the look-up.
Bank Business Reference	Click Search to search and select the bank business reference from the look-up.
Liability Change Schedule	Specify the Liability Change Schedule details. In this section, user can enter the details of increase or decrease of liability on a pre-scheduled date as applicable.
Liability Change Type	Read only field. Displays the liability change type.
Additional Details	Specify the additional details, if any.
Standard Type	Select whether liability change is standard or non-standard. The options are: <ul style="list-style-type: none"> • Standard • Non-standard This field is disable if, Liability Change Type has the value Event Based .
Liability Type	Select whether increase or decrease of liability or both are involved.. The options are: <ul style="list-style-type: none"> • Increased • Decreased • Both
Schedule Grid	Specify the Schedule Grid details.
Sequence Number	Displays the serial number of the liability change.
Scheduled Date	The date on which liability change to happen.
Amount	The liability amount that should be increased or decreased on the liability change date.
Percentage	The amount of liability to be changed or percentage of liability to be changed.
Liability Type	Indicates the type of liability
Action	Click Edit icon to edit the schedule record. Click Delete icon to delete the schedule record.

2. Click **Next**.

The task will move to next data segment.

Table 2-11 Sequence B (Continued) - 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 Guarantee amendment. 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 <ul style="list-style-type: none"> • 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.
Incoming Messages	This button displays the multiple messages (MT760 + up to 7 MT761). Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance. In case of MT798, the User can click and view the MT798 message(784,760/761). 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 Undertaking	Clicking this button allows the user to view the undertaking details.
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 available, 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.

Table 2-11 (Cont.) Sequence B (Continued) - Action Buttons - Field Description

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>Clicking on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

2.3.3 Sequence C

This topic provides the systematic instructions to capture the Sequence C details in Data Enrichment stage of Guarantee Amendment process.


The fields listed under this section are same as the fields listed under the Amendment of Guarantee/SBLC Issued – Sequence C and allow the user to amend them. In case of requests received from online channels (Internet Banking), the details will be populated directly in the screen.

The hop has following three sections:

- Preferences
- Underlying Transaction Details
- Delivery of Original Undertaking

1. On **Data Enrichment - Sequence C** screen, specify the fields.

Figure 2-10 Data Enrichment - Sequence C

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

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

Table 2-12 Sequence C - Field Description


Field	Description
Preferences	Specify the Preferences details.
Beneficiary	This field displays the beneficiary details of the guarantee. <div data-bbox="737 1430 1471 1604" style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p> Note: In case of Online requests, the details are auto-populated and user cannot change the value.</p> </div>

Table 2-12 (Cont.) Sequence C - Field Description





Field	Description
Currency Code, Amount	<p>System defaults the currency code and amount from Amendment of Guarantee/SBLC Issued – Sequence B and allow as a read only field.</p> <p> Note: In case of Online requests, the details are auto-populated and user cannot change the value.</p>
Expiry Type	<p>System defaults the expiry type from Amendment of Guarantee/SBLC Issued – Sequence B.</p> <p> Note: In case of Online requests, the details are auto-populated and user cannot change the value.</p>
Date of Expiry	<p>The date of expiry of the Guarantee Issuance. The date of expiry cannot be greater than the expiry date mentioned in Amendment of Guarantee/SBLC Issued – Sequence B and earlier than the application dated.</p> <p> Note: In case of Online requests, the details are auto-populated and user cannot change the value.</p>
Expiry Condition/Event	<p>System defaults expiry condition/ event from Amendment of Guarantee/SBLC Issued.</p> <p> Note: In case of Online requests, the details are auto-populated and user cannot change the value.</p>
Underlying Transaction Details	<p>Specify the Underlying Transaction Details based on the description of following table:</p>
Other Amendments To Undertaking	<p>System defaults the amend values in this field. The field displays the content from MT767 and all the applicable MT 775.</p>
Delivery of Original Undertaking	<p>Specify the Delivery of Original Undertaking details.</p>

Table 2-12 (Cont.) Sequence C - Field Description

Field	Description
Delivery of Original Undertaking	<p>Read only field.</p> <p>The delivery mode by which the original local undertaking is to be delivered.</p> <p>The options are:</p> <ul style="list-style-type: none"> • COLL - By Collection • COUR - By Courier (e.g. Fedex, DHL, UPS) • MAIL - By Mail • MESS - By Messenger - Hand-deliver • OTHR - Other method • REGM - By Registered Mail or Airmail <p>Additional Information may be present if Code has the value COUR or OTHR, otherwise it is not allowed.</p>
Narrative	Specify the narrative, if Delivery of Original Amendment has the value COUR or OTHR .
Delivery to/ Collection by	<p>Read only field.</p> <p>The value to whom the original local undertaking is to be delivered or by whom the original local undertaking is to be collected.</p> <p>The options are:</p> <ul style="list-style-type: none"> • BENE – Beneficiary • OTHR - Specified Address
Narrative	Specify the narrative, if Delivery to/ Collection by has the value OTHR .

2. Click **Next**.

The task will move to next data segment.

Table 2-13 Sequence C - 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	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.

Table 2-13 (Cont.) Sequence C - Action Buttons - Field Description

Field	Description
Customer Instruction	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	<p>Clicking this button allows the user to view the undertaking details.</p>
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	<p>Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.</p>
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others

Table 2-13 (Cont.) Sequence C - 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.
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.

2.3.4 Acknowledgement Details

This topic provides the systematic instructions to capture the acknowledgement details of Data Enrichment stage.

At this hop, user can update details for the acknowledgment and response details. This Acknowledgment related section is applicable only for Counter Issuing bank and Local issuing bank.

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

Figure 2-11 Acknowledgement Details

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

Table 2-14 Acknowledgement Details - Field Description

Field	Description
MT 768 - Acknowledgment Details (This is applicable in case of Counter Guarantee/Counter Counter Guarantee Issuing Bank).	
Issuing Bank Reference	Specify the value for issuing bank reference.
Account Identification	Click Search to search and select the account identification from the lookup. Alternatively user can specify the account identification details.
Date of Acknowledgement	System defaults the current system date as date of message acknowledgment.
Amount of Charges	Specify the total amount of charges claimed by the advising bank and select the currency code.
Account with Bank	Click Search to search and select account with bank details from the lookup. Alternatively user can also specify the account with bank details.
Charges	Specify more details about charges, if applicable.
Sender to Receiver Information	Click Search to search and select the sender to receiver details, if applicable.

2. Click **Next**.

The task will move to next data segment. For more information refer [Additional Fields](#)

Table 2-15 Acknowledgement 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	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 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.

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

Field	Description
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	<p>Clicking this button allows the user to view the undertaking details.</p>
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	<p>Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.</p>
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others

Table 2-15 (Cont.) Acknowledgement Details - 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.
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.

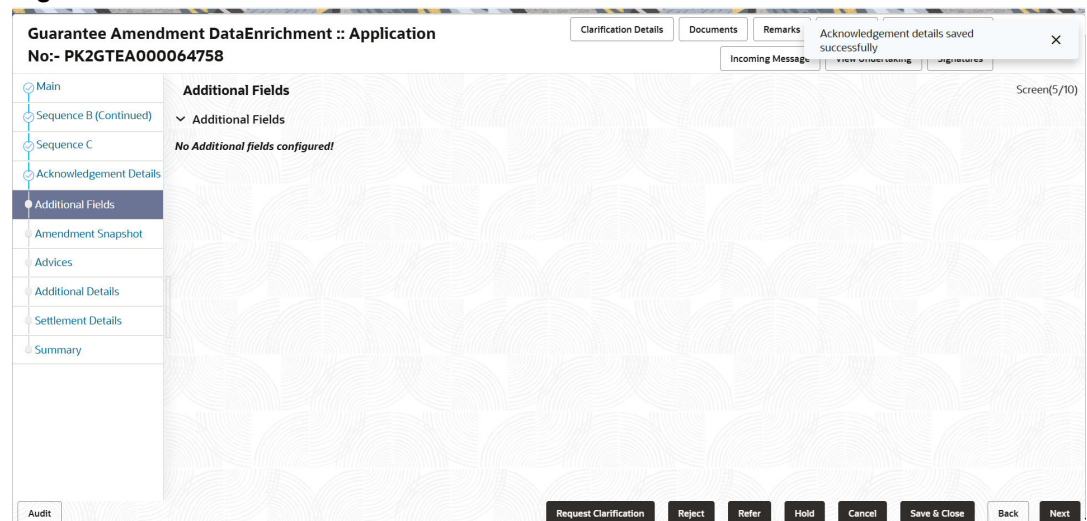
2.3.5 Additional Fields

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

This section displays the additional fields based on the User defined fields maintained in the system.

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

Figure 2-12 Additional Fields



2. Click **Next**.

The task will move to next data segment. For more information refer [Amendment Snapshot](#).

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

Table 2-16 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	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 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 Instructions	Click to view/ input the following <ul style="list-style-type: none"> • 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.
Incoming Messages	This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance. In case of MT798, the User can click and view the MT798 message(784,760/761). 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 Undertaking	Clicking this button allows the user to view the undertaking details.
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 available, 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.

Table 2-16 (Cont.) Additional Fields - Action Buttons - Field Description

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>Clicking on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

2.3.6 Amendment Snapshot

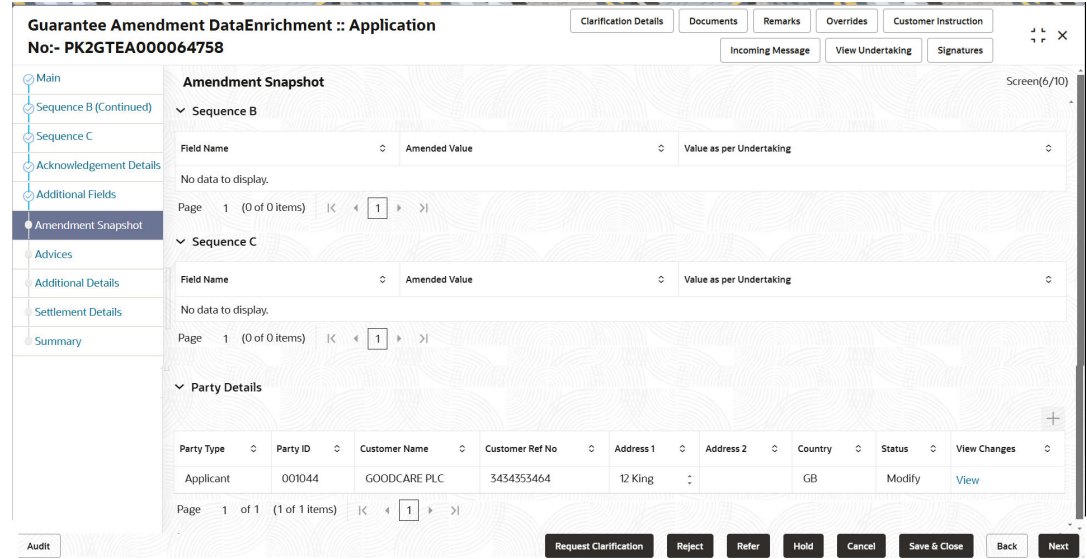
This topic provides the systematic instructions to capture the Amendment Snapshot details.

At this step user can view all the fields that are amended with the old values and the amended value of the Guarantee/Standby undertaking.

The screen displays the latest Guarantee /SBLC value before amendment and the new amended value.

1. On **Amendment Snapshot** screen, specify the fields, if any.

Figure 2-13 Amendment Snapshot



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

Table 2-17 Amendment Snapshot - Field Description

Field	Description
Sequence B	
Field Name	Displays the fields that are amended.
Amended Value	Displays the Guarantee /SBLC value before amendment.
Value as per Undertaking	Displays the Guarantee /SBLC new amendment value after amendment.
Sequence C	
Field Name	Displays the fields that are amended.
Amended Value	Displays the Guarantee /SBLC value before amendment.
Value as per Undertaking	Displays the Guarantee /SBLC new amendment value after amendment.

2. Click **Next**.

The task will move to next data segment. For more information refer [Advices](#)
For more information on action buttons, refer to the field description table below.

Table 2-18 Amendment Snapshot - 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'.

Table 2-18 (Cont.) Amendment Snapshot - Action Buttons - Field Description

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
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.

Table 2-18 (Cont.) Amendment Snapshot - Action Buttons - Field Description

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>Clicking on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

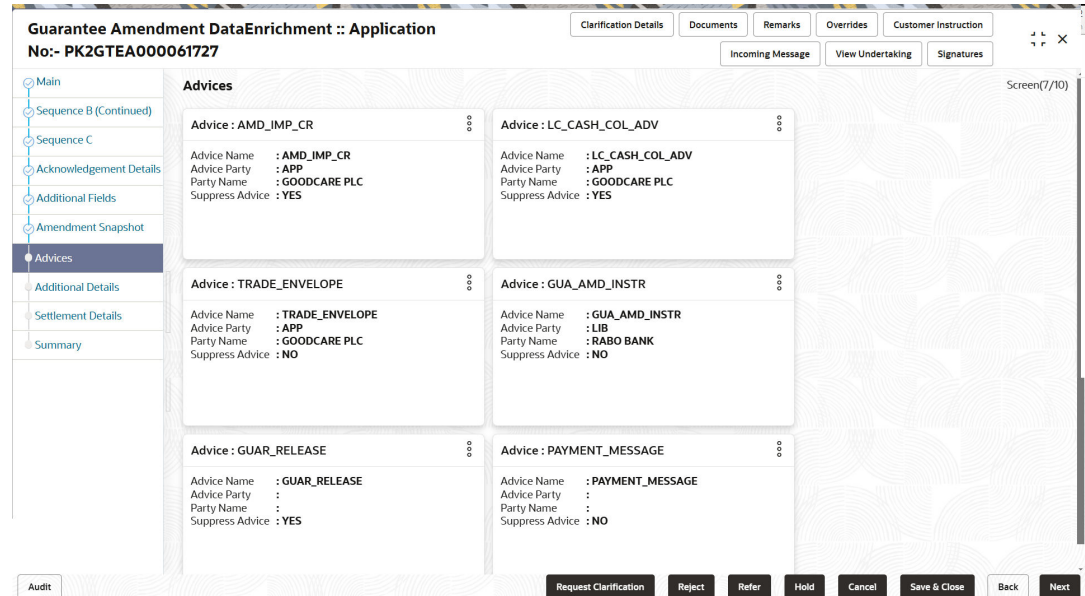
2.3.7 Advices

This topic provides the systematic instructions to capture the advices details of Guarantee Amendment process.

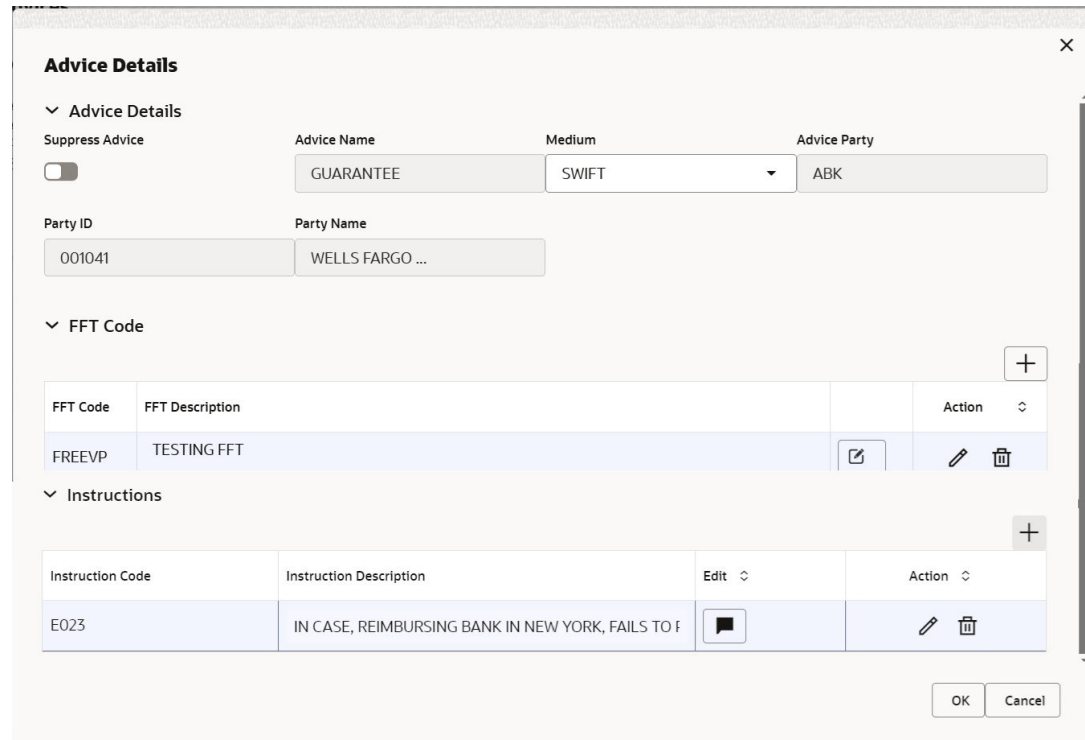
This section defaults the advices maintained for the product based on the advices maintained at the Product level.

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

Figure 2-14 Advices



Advice Details





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

Table 2-19 Advice Details

Field	Description
Suppress Advice	Enable this option to suppress the advice. Disable this option if suppress advice is not required.

Table 2-19 (Cont.) Advice Details

Field	Description
Advice Name	Select the advice name.
Medium	The medium of advices is defaulted from the system.
Advice Party	The medium of advices is defaulted from the system. User can update, if required.
Party ID	Value be defaulted from Guarantee Advise. User can update, if required.
Party Name	Read only field. Value be defaulted from Guarantee Advise.
FFT Code	Specify the FFT Code details. Click plus icon to add new FFT code.
FFT Code	Click Search to search and select the FFT Code.
FFT Description	FFT description is populated based on the FFT code selected. Click edit icon to edit the existing FFT description.
	
Action	Click delete icon to remove any existing FFT code. Click edit icon to edit the existing FFT code.
Instructions	Click plus icon to add new 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. Click edit icon to edit the existing instruction 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 2-20 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'.

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

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
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.

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

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>Clicking on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

2.3.8 Additional Details

This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee Amendment process.

In the Additional details section, Guarantee /Standby amendment can have impact on the Limits and Collaterals section.

If any of the fields in the financial section of the pop up screen is checked then the limits and collaterals screen will be enabled.

For non-financial and narrative field amendments, the Limits and Collaterals screen will be read only. User cannot make changes.


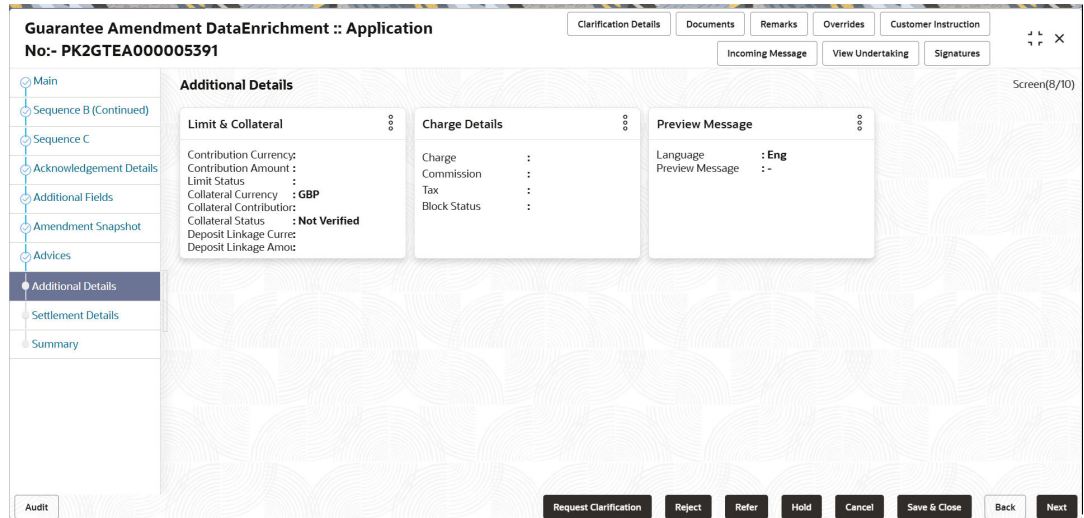
1. On **Additional Details** screen, click  on any Additional Details tile to view the details.

Figure 2-15 Additional Details



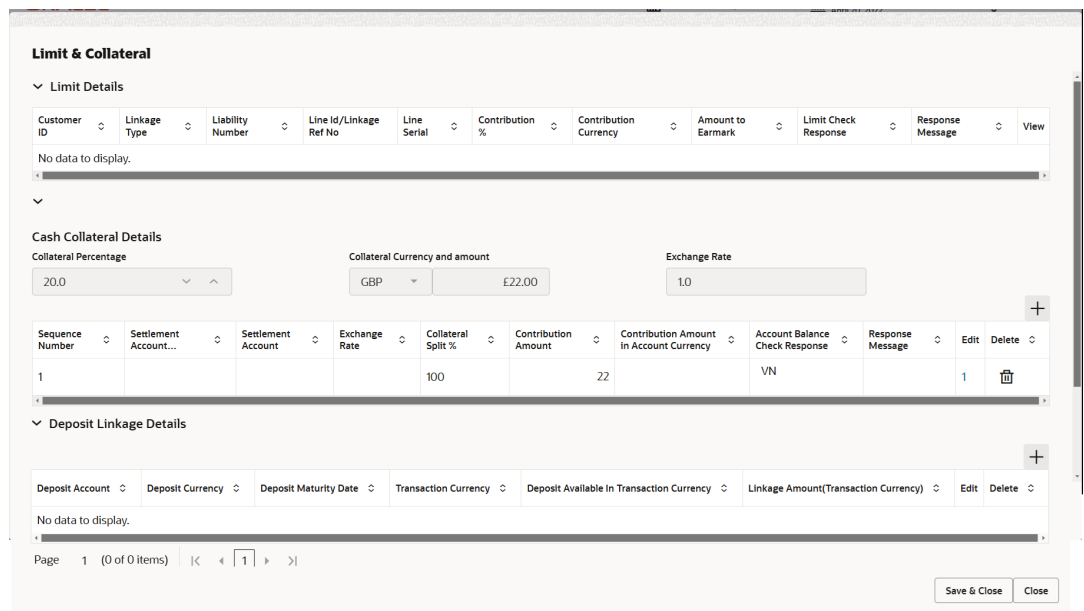
Limits and Collaterals

There is change in limits, if the below fields were amendment.

- Increase in Amount
- Increase in Expiry Date

The additional details are displayed as tile. The tiles displays a list of important fields with values. User will be able to drill down from tiles into respective data segments. User can select the tile, an update the respective details.

Figure 2-16 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 (OBTFCMCS) 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 2-17 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 2-18 Collateral Details

Collateral Details

Total Collateral Amount	<input type="text" value="£20.00"/>	Collateral Amount to be Collected	<input type="text" value="£20.00"/>
Sequence Number	<input type="text" value="1.0"/>	Collateral Split %	<input type="text" value="100.0"/> <input type="button" value="v"/> <input type="button" value="^"/>
Collateral Contribution Amount	<input type="text" value="£20.00"/>	Settlement Account	<input type="text" value="PK20010440016"/> <input type="button" value="Q"/>
Settlement Account Currency	<input type="text" value="GBP"/>	Exchange Rate	<input type="text" value="1.0"/>
Contribution Amount in Account Currency	<input type="text" value="£20.00"/>	Account Available Amount	<input type="text"/>
Response	<input type="text" value="VN"/>	Response Message	<input type="text"/>

Figure 2-19 Deposit Linkage Details

Deposit Linkage Details

<p>Customer Id</p> <input style="width: 90%;" type="text" value="001044"/> <input style="width: 10%; text-align: center;" type="button" value="Q"/>	<p>Deposit Account</p> <input style="width: 90%;" type="text" value="PK2CDP1221100003"/> <input style="width: 10%; text-align: center;" type="button" value="Q"/>
<p>Deposit Branch</p> <input style="width: 90%;" type="text" value="PK2"/>	<p>Deposit Available Amount</p> <div style="display: flex; align-items: center;"> <input style="width: 40%; text-align: center;" type="text" value="GBP"/> <input style="width: 60%; text-align: right;" type="text" value="£63,880.34"/></div>
<p>Deposit Maturity Date</p> <input style="width: 90%;" type="text" value="April 20, 2023"/> <input style="width: 10%; text-align: center;" type="button" value="📅"/>	<p>Exchange Rate</p> <input style="width: 90%;" type="text" value="1"/>
<p>Deposit Available In Transaction Currency</p> <div style="display: flex; align-items: center;"> <input style="width: 40%; text-align: center;" type="text" value="GBP"/> <input style="width: 60%; text-align: right;" type="text" value="63,880.34"/></div>	<p>Linkage Percentage %</p> <div style="display: flex; align-items: center;"> <input style="width: 80%; text-align: center;" type="text" value="67.0"/> <input style="width: 10%; text-align: center;" type="button" value="v"/> <input style="width: 10%; text-align: center;" type="button" value="^"/> </div>
<p>Linkage Amount(Transaction Currency)</p> <div style="display: flex; align-items: center;"> <input style="width: 40%; text-align: center;" type="text" value="GBP"/> <input style="width: 60%; text-align: right;" type="text" value="£67.00"/></div>	

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 based on the description of following table. Below fields are displayed on the Limit Details pop-up screen, if the user clicks plus icon. Click plus icon to add new limit details.
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: <ul style="list-style-type: none"> Facility Liability By default Linkage Type should be Facility .

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



Field	Description
Contribution %	<p>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.</p> <p>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.</p> <div style="border: 1px solid #0070c0; padding: 10px; margin-top: 10px;"> <p> Note:</p> <p>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."</p> </div>
Liability Number	<p>Click Search to search and select the Liability Number from the look-up.</p> <p>The list has all the Liabilities mapped to the customer.</p>
Contribution Currency	This field displays the contribution currency.
Line ID/Linkage Ref No	<p>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.</p> <p>The user can click the Line Id link to view the limit details.</p> <div style="border: 1px solid #0070c0; padding: 10px; margin-top: 10px;"> <p> Note:</p> <p>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.</p> </div> <p>This field is disabled and read only, if Linkage Type is Liability.</p>
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	<p>This field displays the limit check response.</p> <p>Response can be 'Success' or 'Limit not Available' based on the limit service call response.</p> <p>The value in this field appears, if you click the Verify button.</p>
Amount to Earmark	Amount to Earmark amount will default based on the contribution %. User can change the value.
Expiry Date	This field displays the date up to which the Line is valid.

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

Field	Description
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	Specify 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.
Account Balance Check Response	Read only field. System populates the Account Balance Check Response on clicking the Verify button.
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	Specify the 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.
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
Customer ID	This field displays the applicant's/applicant bank customer ID defaulted from the application. User can change the customer ID.
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 List of Values 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.
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.
Edit	Click edit link to edit the deposit linkage details.

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

Charge Details

This section displays charge details. 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.

The system also default the Charges/Commission Party maintained for the customer as per defined Class Maintenance in OBTF. System simulates the Charges, Commission and Tax details from the Back office.

Charge Details

Recalculate Re-default

▼ Commission Details

Component	Rate	Mod. Rate	CCY	Amount	Modified	Defer	Waive	Split	Charge Party	Settl. Account	Amend
ASBLC_COMM			G B	£150.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC		Yes

Page 1 of 1 (1 of 1 items) |< < 1 > >|

▼ Charge Details

Component	Tag currency	Tag Amount	CCY	Amount	Modified	Billing	Defer	Waive	Split	Charge Party	Settl. Account
LCCOURIS S	GBP	5000	G B	£97.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
LCSWIFTIS	GBP	5000	G B	£47.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
OTHBNKC HG	GBP	5000	G B	£47.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017

Page 1 of 1 (1-3 of 3 items) |< < 1 > >|

Save & Close Close

▼ Tax Details

Component	Type	Value Date	CCY	Amount	Billing	Defer	Settl. Account
LCTAX	WITHHOLDING	April 20, 2022	GBP	£400.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX1	WITHHOLDING	April 20, 2022	GBP	£3.76	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX2	WITHHOLDING	April 20, 2022	GBP	£7.50	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017

▼ Split Settlement

select	Component	Currency	Amount
No data to display.			

Page 1 (0 of 0 items) |< < 1 > >|

Split Settlement Details

Sequence	Component	Amount	Percentage	Branch	Account Currency	Account	Exchange Rate	Original Exchan...	Party Type	Customer	AR-AP Tracking	Loan/Finance Account	Net Rat
No data to display.													

Page 1 (0 of 0 items) |< < 1 > >|

Save & Close Close

Split Settlement Details

Split Settlement Details

<p>Component</p> <input style="width: 90%;" type="text" value="AILSN_COM1_LIQD_S01"/>	<p>Amount</p> <input style="width: 90%;" type="text" value="122.5"/>
<p>Customer</p> <input style="width: 90%;" type="text" value="001044-APP"/>	<p>GL Account</p> <input type="checkbox"/>
<p>Account</p> <input style="width: 90%;" type="text" value="PK20010440017"/>	<p>Account Currency</p> <input style="width: 90%;" type="text" value="GBP"/>
<p>Branch</p> <input style="width: 90%;" type="text" value="PK2"/>	<p>Percentage</p> <input style="width: 90%;" type="text" value="50.00"/>
<p>Exchange Rate</p> <input style="width: 90%;" type="text" value="1"/>	<p>Original Exchange Rate</p> <input style="width: 90%;" type="text" value="1"/>
<p>Party Type</p> <input style="width: 90%;" type="text" value="APP"/>	<p>Negotiation Reference</p> <input style="width: 90%;" type="text"/>
<p>AR-AP Tracking</p> <input type="checkbox"/>	<p>Loan/Finance Account</p> <input style="width: 90%;" type="text" value="N"/>
<p>Negotiation Rate</p> <input style="width: 90%;" type="text"/>	

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

Table 2-22 Charge Details - Field Description

Field	Description
Commission Details	This section displays the commission details.
Component	This field displays the commission component.
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.

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

Field	Description
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.
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.
Split	The user can split the Commission by enabling/ disabling the flag as per the requirement.
Charge Party	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
Settlement Account	Select the settlement account.
Amend	The value is auto-populated as the commission can be amended or not.
Charge Details	This section displays 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.

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

Field	Description
Defer	<p>If charges have to be deferred and collected at any future step, this check box has to be selected.</p> <p>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.</p> <p>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.</p>
Waive	<p>Enable the toggle, if charges has to be waived.</p> <p>Based on the customer maintenance, the charges should be marked for Billing or for Defer.</p> <p>This field is disabled, if Defer toggle is enabled.</p>
Split	The bank User can split the Charges/Commission by enabling/disabling the flag as per the requirement.
Charge Party	Charge party is applicant by default. User can change the value to beneficiary.
Settlement Account	Select the settlement account.
Tax Details	<p>This section displays the tax details.</p> <p>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.</p>
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	<p>This field displays the tax amount based on the percentage of commission maintained.</p> <p>You can edit the tax amount, if applicable.</p>
Billing	<p>If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>
Defer	<p>If taxes have to be deferred and collected at any future step, this option has to be enabled.</p> <p>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.</p>
Settlement Account	<p>System defaults the settlement account.</p> <p>The user can modify the settlement account.</p>
Split Settlement	<p>This section displays the Split Settlement details.</p> <p>Once the user clicks on the Recalculate button to fetch the Split Settlement details from Backoffice, new section "Split Settlement" will appear below the 'Tax' section. The default parties in Split row should be fetched from OBTF.</p>
Component	The split component type eligible for Split .
Currency	The currency of split settlement.

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

Field	Description
Amount	The amount of split settlement.
Split Settlement Details	This section displays the Split Settlement Details details. Split Settlement details section appears from Back office, when the user clicks on the Recalculate button.
Sequence	The sequence number is auto populated with the value, generated by the system.
Component	The split component type eligible for Split.
Amount	The system splits the respective Charge/Commission amount automatically between counter party and third party with 50% value by default. The bank user can modify the amount. More than two splits are not allowed.
Customer	Indicates the ID of the Customer in Split Settlement Details section.
Account	The system defaults the settlement account. User can modify the settlement account. System initiates a call to common core tables within OBTFPMCS to select the account.
Account Currency	This field defaults the currency of the account.
Branch	Indicates the branch of the customer where transaction is getting processed.
Percentage	The system splits the respective Charge/Commission percentage automatically between counter party and third party with 50% value by default. More than two splits are not allowed. The bank user can modify the amount. The system should validate that the total percentage of each component doesn't exceed 100 and the total amount of each component doesn't exceed total component amount.
Exchange Rate	System populates the exchange rate maintained.
Original Exchange Rate	System displays the Original Exchange Rate as simulated in split settlement details section.
Party Type	System displays the party type in split settlement details section.
Negotiation Reference	Specify the negotiation reference number.
AR-AP Tracking	Indicates to defer the charge/ commission in Split Settlement Details section. The user can modify the AR-AP Tracking flag as per the requirements.
Loan/Finance Account	Displays the loan account.
Negotiation Rate	Specify the negotiation rate.

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

Preview Message

The bank user can view a preview of the outgoing SWIFT message and advise simulated from back office.

The OBTFPMCS user can send the draft of the message to the registered email id of the corporate customer as an attachment containing PDF. The PDF sent to the corporate customer is protected by a password. Password to be generated with first four digits of

Customer Name and last four digits of Customer Number.

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

Table 2-23 Preview Message - Field Description

Field	Description
Preview SWIFT Message	This section displays the Preview SWIFT Message details. Based on the guarantee amendment captured in the previous screen, the preview message simulated from the back office and the user can view the message.
Language	Read only field. The language to preview the draft guarantee details. English is set as default language for the preview.
Message Type	Select the message type from the drop down.
Message Status	Read only field. Display the message status of draft message of guarantee details.
Repair Reason	Read only field. Display the message repair reason of draft message of guarantee details.
Preview Message	This field displays a preview of the draft message. Based on the guarantee text captured in the previous screen, guarantee draft is generated in the back office and is displayed in this screen.
Preview - Mail Device	This section displays the Preview - Mail Device details. Based on the guarantee amendment captured in the previous screen, the preview message-mail advice is simulated from the back office and the user can view the message.
Language	Read only field. The language for the advice message. English is set as default language for the preview.
Advice Type	Select the advice type.

Table 2-23 (Cont.) Preview Message - Field Description

Field	Description
Message Status	Read only field. Display the message status of draft message of guarantee details.
Repair Reason	Read only field. Display the message repair reason of draft message of guarantee details.
Preview Message	This field displays a preview of advice.
Draft Confirmation	This section displays the Draft Confirmation details. If the guarantee amendment message is to be approved by the customer before issue, then the user has to select the option for draft confirmation.
Draft Confirmation Required	This toggle enables the user to select if draft confirmation is required or not. Following fields will have values on receipt of customer response.
Customer Response	User can enter the response received from customer. If the response is received online, the response is auto populated in this field by the system.
Customer Remarks	Remarks from the customer for the draft.
Response Date	Customer Response received date.
Customer Email ID 1	Default email address of the customer. System fetches the Email ID from Customer Address maintenance in Back office and auto populates the available Email ID.
Customer Email ID 2	By default this field is blank. User can search and select the Email ID from lookup from the Customer Email Address field of the customer maintenance in Back Office and replicated in OBTFPMCS.
Legal Verification	Specify the Legal Verification details.
Legal Verification Required	Enable the toggle, if the guarantee amendment message has to be verified and approved by Legal department before issue.
Legal Response	User can enter the legal response.
Legal Remarks	Displays the legal remarks entered by the user.
Verification Date	Displays the legal verification date.

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

The task will move to next data segment.

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

Table 2-24 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'.

Table 2-24 (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
Documents	<p>to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	to view the overrides accepted by the user.
Customer Instructions	<p>to view/ input the following</p> <ul style="list-style-type: none"> • 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 Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	ing this button allows the user to view the undertaking details.
Signatures	<p>the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	ing this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.

Table 2-24 (Cont.) Additional Details - Action Buttons - Field Description

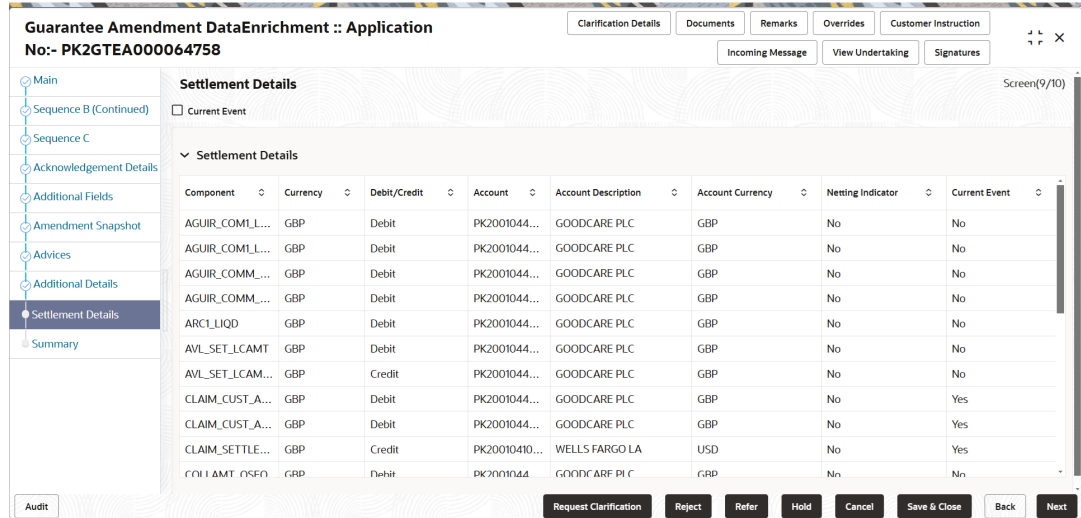
Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>ing on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

2.3.9 Settlement Details

This topic provides the systematic instructions to capture the settlement details of Guarantee Amendment request.

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

Figure 2-20 Settlement Details



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

Table 2-25 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.

2. Click **Next**.

The task will move to next data segment.

Table 2-26 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'.

Table 2-26 (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
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.

Table 2-26 (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>Clicking on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

2.3.10 Summary

This topic provides the systematic instructions to view the summary of Guarantee Amendment request.

User can review the summary of details updated in Data Enrichment stage of Guarantee Amendment request.

The tiles must display a list of important fields with values. User can drill down from Summary Tiles into respective data segments.


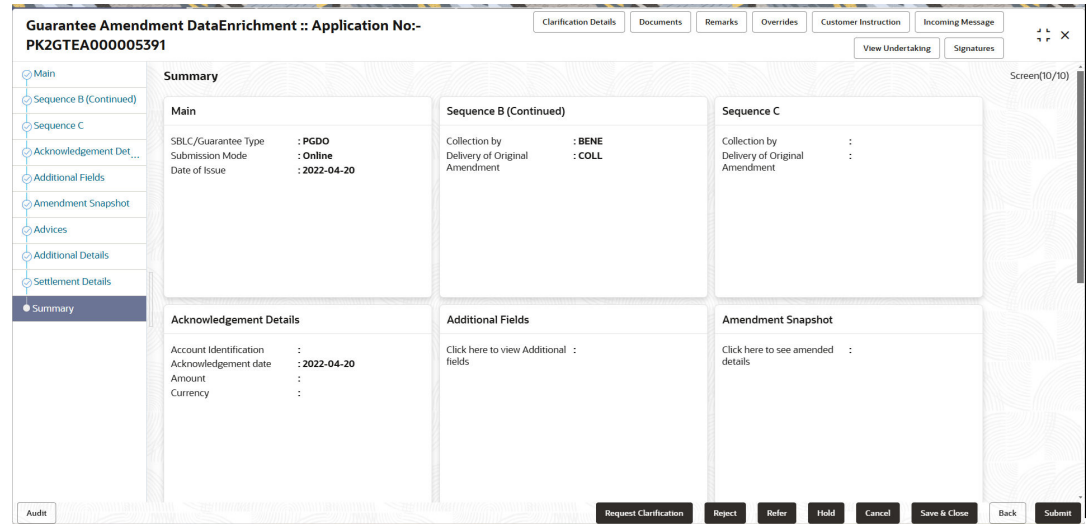
1. On **Summary** screen, click  on any tile to view the details.

Figure 2-21 Summary



Tiles Displayed in Summary

- Main Details - User can view the application and Guarantee details. User can modify the details if required.
- Sequence B(Continued) - User can view the details of the sequence B message if any.
- Sequence C - User can view the details of the sequence C message if any.
- Acknowledgement Details - User can view the acknowledgement details.
- Additional Fields - User can view the details of additional fields, if any.
- Amendment Snapshot - User can view the comprehensive fields amended with the previous value and new amended value.
- Advices - User can view the advices details.
- Limits and Collaterals - User can view limits and collateral details. User can modify the details if required.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details.
- Settlement Details - User can view the settlement details.
- Accounting Details - User can view the accounting entries generated by back office system.

 **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.

- Party Details - User can view party details like beneficiary, advising bank etc.
2. Click **Submit**.
The task will move to next logical stage.

Table 2-27 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 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 Instructions	Click to view/ input the following <ul style="list-style-type: none"> • 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 Messages	This button displays the multiple messages (MT760 + up to 7 MT761). Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance. In case of MT798, the User can click and view the MT798 message(784,760/761). 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 Undertaking	Clicking this button allows the user to view the undertaking details.

Table 2-27 (Cont.) Summary - Action Buttons - Field Description

Field	Description
Signatures	<p>Click the Signature button to verify the signature of the customer/bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	<p>Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.</p>
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
Back	<p>Clicking on Back button, takes the user to the previous screen.</p>
Next	<p>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.</p>

2.4 Legal Verification

The Legal verification stage allows the user to review and approved the guarantee message received under a Guarantee Amendment.

Legal Verification may be required for Guarantee amendment based on guarantee text format (standard vs non-standard) and other factors. In case Legal verification is required, this task is created in the system.

As a legal approver, log in to Oracle Banking Trade Finance Process Management (OBTFPM) system to see the legal verification required tasks for Trade Finance transactions listed in queue. On opening the task, the user views the guarantee text that has to be verified

- [Legal Verification - Application Details](#)

2.4.1 Legal Verification - Application Details

The Legal verification stage allows the user to review and approved the guarantee message received under a Guarantee Amendment.

All fields displayed under Application details section, would be read only.

Provide the Application Details based on the description in the following table:

Table 2-28 Application Details - Field Description

Field	Description
Received from Applicant Bank	Read only field.
Received From - Customer ID	Read only field.
Received From - Customer Name	Read only field.
Branch	Read only field.
Currency Code	Read only field.
Amount	Read only field.
Priority	Read only field.
Submission Mode	Read only field.
Process Reference Number	Read only field.
Application Date	Read only field.
Customer Reference Number	Read only field.
Draft Message	Read only field.
All fields displayed under Draft Message section, would be read only.	
Language	Select the language for the SWIFT message.
Draft Message	Read only field.
Legal Verification	
Legal Verification required	Read only field.
Legal Verification Outcome	The user can update any of the below response based on vetting the guarantee text <ul style="list-style-type: none"> • Accepted • Not accepted - Change and Send for Review Again • Not accepted - Change and Proceed • Pending
Legal Remarks	Specify the observation/changes/remarks to be done to the guarantee text.

Table 2-28 (Cont.) Application Details - Field Description

Field	Description
Verification Date	Specify the date on which the verification was done. The system date will be defaulted and the user can change the same.

Tiles Displayed in Summary

- Main Details- User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Party Details - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Guarantee Details - User can view the Counter Guarantee details and Guarantee text. User can modify the details if required.
- Limits and Collaterals - User can view the limits and collateral details. User can modify the details if required.
- Charges - User can view the charge details. User can modify the details if required.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction checks.
- Draft Confirmation – User can view the draft guarantee details, legal verification and customer confirmation details. User can modify the details if required.
- Documents - User can view the document details.
- Remarks - As a Reject approval user, you will be able to view the remarks captured in the process during earlier stages. User also can see the Reject code with reason for rejection in the Remarks column.

Table 2-29 Main Details - Action Buttons - Field Description

Field	Description
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 Guarantee issuance. 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.

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

Field	Description
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761). Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
View Undertaking	<p>Clicking this button allows the user to view the undertaking details.</p>
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Next	<p>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.</p>

2.5 Customer Response - Draft Confirmation

This topic helps you quickly get acquainted with the Customer Acknowledgement process.

In this section, the user can review and handle the customer's response received for the draft confirmation for Guarantee Amendment transactions, which is sent to the customer for their verification and confirmation. The system sends Draft MT767 along with up to seven MT775 messages as attachment to the customer.

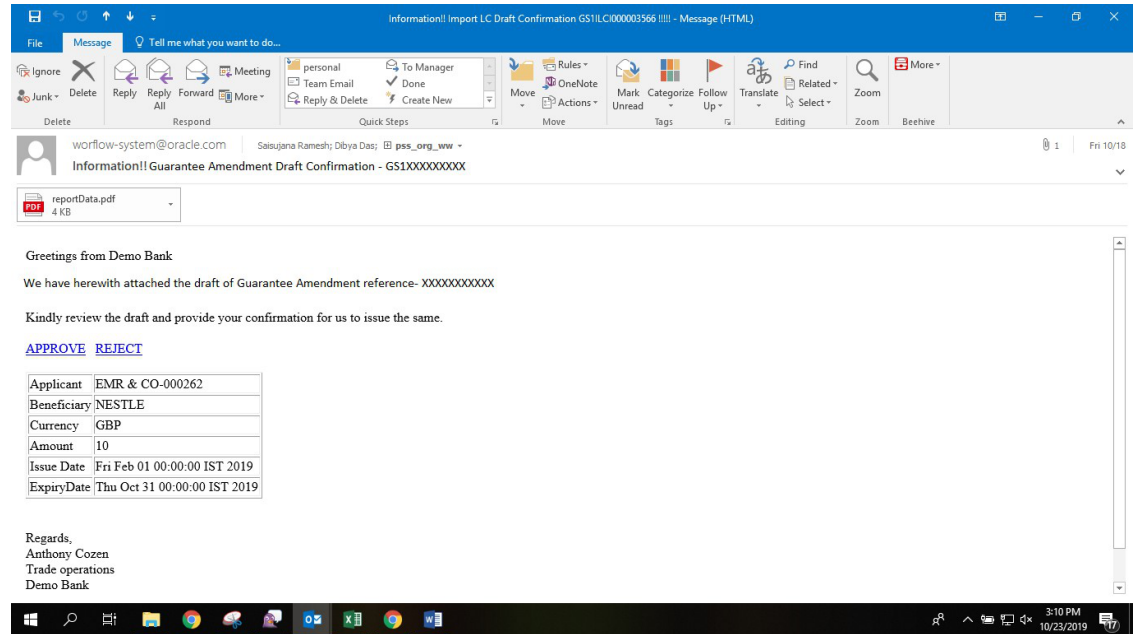
The customer response can be received both by online and offline mode. In non-online mode, user receives the response in the branch. Log in into OBTFPM application, and open the task to see customer response pending tasks for trade transactions listed in queue. On opening the task, the user views and update the customer response.

In online mode, the customer would receive a mail notification from the bank with a draft of the Guarantee Amendment. The customer can 'Approve' or 'Reject' post reviewing the draft through mail. The customer response will automatically be updated in OBTFPM. Based on the customer response; the task will move to the next stage or are referred to the previous stage for further update.

The draft mail will be addressed to a primary contact and a secondary contact. On approval or reject, an acknowledgement will be sent to the primary and secondary contacts confirming receipt of response. As the draft mail is sent to more than one recipients, system to follow the below guidelines to register the customer response.

- Approved from Primary Mail, Rejected from Secondary Mail - Application already Approved from Primary mail
- Approved from Primary Mail, Approved from Secondary Mail - Application already Approved from Primary mail
- Rejected from Primary Mail, Approved from Secondary Mail - Application already Rejected from Primary mail
- Rejected from Primary Mail, Rejected from Secondary Mail – Application already Rejected from Primary mail
- Approved from Secondary Mail, Approved from Primary Mail - Application already Approved from Secondary mail
- Approved from Secondary Mail, Rejected from Primary Mail - Application already Approved from Secondary mail
- Rejected from Secondary Mail, Approved from Primary Mail - Application already Rejected from Secondary mail
- Rejected from Secondary Mail, Rejected from Primary Mail - Application already Rejected from Secondary mail

Draft mail to customer



Response from Customer

From: Saisujana Ramesh
Sent: Thursday, October 17, 2019 3:41 PM
To: Saisujana Ramesh <saisujana.ramesh@oracle.com>
Subject: Action Required: Guarantee Amendment Draft Confirmation

Dear Bank,

Add comments between the brackets in Remarks section. Do not delete any of the content in the mail.

You can also add attachments to the task by attaching them to this email.

Customer Response: [Approved]

Remarks: [approved this task]

-----Do not edit below this line-----

Application Number: [GS1ILCI00003469]
 Token: [9c0e60ab635b62ce9f7accca5ad0056f0bb1aadd6337e88cb231d8df57d4f36]

- [Customer Response - Application Details](#)

2.5.1 Customer Response - Application Details

All fields displayed under Application details section, would be read only.

Provide the Application Details based on the description in the following table:

Table 2-30 Application Details - Field Description

Field	Description
Received from Applicant Bank	Read only field.

Table 2-30 (Cont.) Application Details - Field Description

Field	Description
Received From - Customer ID	Read only field.
Received From - Customer Name	Read only field.
Branch	Read only field.
Currency Code	Read only field.
Amount	Read only field.
Priority	Read only field.
Submission Mode	Read only field.
Process Reference Number	Read only field.
Application Date	Read only field.
Customer Reference Number	Read only field.

Customer Response

Field description of **Customer Response** is described below:

Field	Description
Language	Select the language for the SWIFT message.
Draft Message	Read only field.

Draft Confirmation

All fields displayed under Draft Confirmation section, would be read only.

Field	Description
Draft Message required	Read only field.

Customer Response - This field will be available for you to update any of the below response based on the customer's reply

- Accepted
- Rejected

For non-online response – User can select customer response from one of the three drop list values mentioned above.

For Online response – Read only Customer Remarks - Capture the remarks of the customer.

Response Date - Non-Online channel – Update the date on which the customer response has been received. Online Channel – Read only

Tiles Displayed in Summary

- Main Details - Read Only. User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Party Details - Read Only. User can view the application details and Guarantee/Standby details. User can modify the details if required
- Sequence B: User can view the details of the Sequence B message if available

- Sequence C – User can view the details of Sequence C message if available
- Amendment Details - Read Only. User can view the amended field details
- Limits and Collaterals - Read Only. User can view the limits and collateral details. User can modify the details if required.
- Charges - Read Only. User can view the charge details. User can modify the details if required.
- Preview Messages - User can view the preview details. User can modify the details if required.
- Settlement Details - User can view the settlement details.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction checks.

Table 2-31 Main Details - Action Buttons - Field Description

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>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</p>
Remarks	<p>Specify any additional information regarding the Guarantee issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • 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.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.

Table 2-31 (Cont.) Main Details - Action Buttons - Field Description

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	<p>Cancel the inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Submit	<p>On submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. Task will get moved to next logical stage of Guarantee/SBLC Amendment.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>

2.6 Exceptions

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

The Guarantee Amendment request, before it reaches the approval stage, the application will validate the Amount Block, KYC and AML. If any of these failed in validation will reach exception stage for further clearance for the exceptions.

Amount Block Exception Approval

User can review the amount block exception for Trade Finance requests that failed to create Amount Block in backend system.

Log in into Trade Mid Office (TMO) system amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue.

Log in into Trade Mid Office (TMO) system amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue.

Open the task to view the summary tiles. The tiles should display a list of important fields with values.

The transactions that have failed amount block due to non-availability of amount in respective account will reach the amount block exception stage.

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.

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.

Amount Bock Exception

This section will display the amount block exception details.

Figure 2-22 Amount Bock Exception

Guarantee Amendment AmountBlock Exception Approval :: Application No:- PK2GTEA000062425

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

Amount Block Exception Summary

Amount Block Exception Details

Type	Contract Currency	Block Amount	Account	Branch	Account Currency	Block Ref No	Block Status	Block Status Details
Commission	GBP	10.42	PK20010440017	PK2	GBP		Failed	
Commission	GBP	20.83	PK20010440017	PK2	GBP		Failed	
Commission	GBP	1000	152110003	PK2	GBP		Not Initiated	
Charge	GBP	50	PK20010440017	PK2	GBP		Failed	
Commission	GBP	500	PK20010440017	PK2	GBP		Failed	

Show More... 1-5 of 7 items

Audit Reject Refer Hold Approve Next

Summary

Figure 2-23 Summary

Guarantee Amendment AmountBlock Exception Approval :: Application No:- PK2GTEA000062425

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

Amount Block Exception Summary

Main

SBL/ Guarantee Type : PERF
Submission Mode : Desk
Date of Issue : 2022-04-20

Sequence B (Continued)

Collection by :
Delivery of Original Amendment :

Sequence C

Collection by :
Delivery of Original Amendment :

Acknowledgement Details

Account Identification :
Acknowledgement date : 2022-04-20
Amount : 100
Currency : AED

Additional Fields

Click here to view Additional fields

Amendment Snapshot

Click here to see amended details

Advices

Advice 1 : GUA_AMD_INST...
Advice 2 : AMD_IMP_CR
Advice 3 : LC_CASH_COL...
Advice 4 : TRADE_ENVELO...
Advice 5 : GUAR_RELEASE

Limits and Collaterals

Contribution Currency :
Amount to Earmark :
Limit Status : Not Verified
Collateral Currency : GBP
Collateral Contribution : -60000
Collateral Status : Not Verified
Deposit Linkage Currency :
Deposit Linkage Amount :

Commission, Charges and Taxes

Charge : GBP 275.00
Commission : GBP 1,531.25
Tax :
Block Status : Failed

Preview Message

Language : ENG
Preview Message : -

Settlement Details

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

Accounting Details

Event : AMND
Account Number : 520000002
Branch : PK2

Audit Reject Refer Hold Approve Back

Tiles Displayed in Summary:

- Main - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Sequence B (Continued) - User can view the details of the sequence B message if any.
- Sequence C - User can view the details of the sequence B message if any.
- Acknowledgement Details - User can view the acknowledgement details.
- Additional Fields - User can view the details of additional fields, if any.
- Amendment Snapshot - User can view the comprehensive fields amended with the previous value and new amended value.
- Advices - User can view the advices details.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details. User can drill down to view the legal verification response and confirmation details.
- Settlement Details - User can view the settlement details.
- Accounting Details - User can view the accounting entries generated by back office system.

 **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."

- Documents - User can view the document details.
- Remarks - User can view the remarks details captured during earlier stages
- Approve: Settlement amount will be funded (outside of this process)
- Allow account to be overdrawn during hand-off

Amount Block Details

All the data elements shown in the tables below will go in as read-only information to the Amount Block exception System.

Provide the Amount Block Details based on the description in the following table:

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 2-32 Amount Bock Exception - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document. User can view the document details.

Table 2-32 (Cont.) Amount Bock Exception - 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 <ul style="list-style-type: none"> • 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	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
View Undertaking	Clicking this button allows the user to view the undertaking details.
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.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.

Table 2-32 (Cont.) Amount Bock Exception - Action Buttons - Field Description

Field	Description
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 2-24 Know Your Customer (KYC) Exception

Guarantee Amendment KYC Exceptional approval :: Application No:- PK2GTEA000062425

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

KYC Exception Summary

Screen(2/2)

Main SBLC/Guarantee Type : PERF Submission Mode : Desk Date of Issue : 2022-04-20	Sequence B (Continued) Collection by : Delivery of Original Amendment :	Sequence C Collection by : Delivery of Original Amendment :
Acknowledgement Details Account Identification : Acknowledgement date : 2022-04-20 Amount : 100 Currency : AED	Amendment Snapshot Click here to see amended details :	Advices Advice 1 : GUA_AMD_INST... Advice 2 : AMD_IMP_CR Advice 3 : LC_CASH_COL... Advice 4 : TRADE_ENVELO... Advice 5 : GUAR_RELEASE
Limits and Collaterals Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : GBP Collateral Contribution : -60000 Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	Commission,Charges and Taxes Charge : GBP 275.00 Commission : GBP 1,531.25 Tax : Block Status : Not Initiated	Preview Message Language : ENG Preview Message : -
Settlement Details Component : LCSWIFTAMN_L... Account Number : PK2001044001... Currency : GBP	Accounting Details Event : AMND AccountNumber : 520000002 Branch : PK2	

Audit Reject Refer Hold Approve Back

Tiles Displayed in Summary:

- Main - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Sequence B (Continued) - User can view the details of the sequence B message if any.
- Sequence C - User can view the details of the sequence B message if any.
- Acknowledgement Details - User can view the acknowledgement details.
- Amendment Snapshot - User can view the comprehensive fields amended with the previous value and new amended value.
- Advices - User can view the advices details.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details. User can drill down to view the legal verification response and confirmation details.
- Settlement Details - User can view the settlement details.
- Accounting Details - User can view the accounting entries generated by back office system.

 **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.

- Documents -
- Remarks - User can view the remarks details captured during earlier stages
- Approve: Settlement amount will be funded (outside of this process)
- Allow account to be overdrawn during hand-off

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

Table 2-33 Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document. User can view the document details.
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 <ul style="list-style-type: none"> • 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	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
View Undertaking	Clicking this button allows the user to view the undertaking details.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: <ul style="list-style-type: none"> • 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 2-33 (Cont.) Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: <ul style="list-style-type: none"> • 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. 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.
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.

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.

Summary

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and guarantee details, if required.
- Guarantee Details - User can view and modify Counter Guarantee details and Guarantee details, if required.
- Additional Fields - User can view the additional fields.
- Document and Docuents - User can view document details.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view and modify commission, charges and taxes details, if required.
- Preview Message - User can view the preview of the simulating message to the remitting bank.
- Parties Details - User can view and modify party details like beneficiary, advising bank etc., if required..
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

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

Table 2-34 Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
Documents	View/Upload the required document. User can view the document details.
Remarks	Specify any additional information regarding the collection. 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 <ul style="list-style-type: none"> • 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	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).

Table 2-34 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
View Undertaking	Clicking this button allows the user to view the undertaking details.
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
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.

2.7 Multi Level Approval

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

The Approval user can approve a Guarantee Amendment Transaction.

1. Log in into OBTFPMCS application and on **Home** screen, click, **Tasks**.
2. Under **Tasks**, click **Free Tasks**.
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 Re-Key** pop-up screen appears.

Figure 2-25 Approval Re-Key

Approval Rekey

View Signature Documents Remarks

Currency

GBP ✓

Contract Amount

GBP £150,000.00 ✓

Refer Close Proceed

The application will request approver for few critical field values as an authorization step. If the values captured match with the values available in the screen, system will allow user to open the transaction screens for further verification. If the re-key values are different from the values captured, then application will display an error message and user will not be able to approve the task.

5. Open the task and re-key some of the critical field values from the request in the **Approval Re-Key** screen.

Some of the fields below will dynamically be available for re-key.:

- Currency
- Contract Amount

Re-key is applicable to the first approver in case of multiple approvers. All approvers will however be able see the summary tiles and the details in the screen by drill down from tiles.

6. Click **Proceed** to proceed for the approval.

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

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

In case of MT798, on approval the task is handed off to back office system to create a Guarantee contract and generate the required MT760/761 messages.

 **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

Figure 2-26 Approval Summary

Guarantee Amendment Approval Task Level 1 :: Application No:- PK2GTEA000062425

Main SBLC/Guarantee Type : PERF Submission Mode : Desk Date of Issue : 2022-04-20	Sequence B (Continued) Collection by : Delivery of Original Amendment :	Sequence C Collection by : Delivery of Original Amendment :
Acknowledgement Details Account Identification : Acknowledgement date : 2022-04-20 Amount : 100 Currency : AED	Additional Fields Click here to view Additional : fields	Amendment Snapshot Click here to see amended : details
Advices Advice 1 : GUA_AMD_INST... Advice 2 : AMD_IMP_CR Advice 3 : LC_CASH_COL... Advice 4 : TRADE_ENVELO... Advice 5 : GUAR_RELEASE	Limits and Collaterals Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : GBP Collateral Contribution. : -80000 Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	Commission,Charges and Taxes Charge : GBP 275.00 Commission : GBP 1,531.25 Tax : Block Status : Failed
Preview Message Language : ENG Preview Message : -	Accounting Details Event : AMND AccountNumber : PK2001044001... Branch : PK2	Exception(Approval) Sanction,AmountBlock,KYC : EXCEPTION PLEASE VISIT REMARKS : - FOR MORE DETAILS

Audit **Reject** **Hold** **Refer** **Cancel** **Approve**

Tiles Displayed in Summary:

- Main - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Sequence B (Continued) - User can view the details of the sequence B message if any.
- Sequence C - User can view the details of the sequence B message if any.
- Acknowledgement Details - User can view the acknowledgement details.
- Additional Fields - User can view the details of additional fields, if any.
- Amendment Snapshot - User can view the comprehensive fields amended with the previous value and new amended value.
- Advices - User can view the advices details.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has

the Legal Verification details. User can drill down to view the legal verification response and confirmation details.

- Settlement Details - User can view the settlement details.
- Accounting Details - User can view the accounting entries generated by back office system.

 **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.

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

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

Table 2-35 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
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 <ul style="list-style-type: none"> • 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	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
View Undertaking	Clicking this button allows the user to view the undertaking details.

Table 2-35 (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
Signatures	<p>Click the Signature button to verify the signature of the customer/bank if required.</p> <p>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.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Cancel	<p>Cancel the Approval stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Approve	<p>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.</p>

8. Click **Approve**.

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