

# Oracle Banking Trade Finance Process Management Cloud Service Import LC Amendment User Guide



Release 14.8.0.0.0

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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 Import LC Amendment User Guide, Release 14.8.0.0.0

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# Contents

## Preface

---

Purpose	v
Audience	v
Documentation Accessibility	v
Critical Patches	vi
Diversity and Inclusion	vi
Structure	vi
Related Documents	vi
Conventions	vi
Screenshot Disclaimer	vii
Symbols and Icons	vii
Basic Actions	ix

## 1 Oracle Banking Trade Finance Process Management Cloud Service

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## 2 Import LC Amendment

---

2.1	Common Initiation Stage	2-2
2.2	Registration	2-3
2.2.1	Document Linkage	2-13
2.2.2	Oracle Banking Trade Finance Process Management Cloud Service - OBDX Bidirectional flow	2-17
2.2.2.1	Bi-Directional Flow for Offline Transactions Initiated from Oracle Banking Trade Finance Process Management Cloud Service	2-20
2.3	Scrutiny	2-20
2.3.1	Main Details	2-22
2.3.2	Availability Shipment	2-30
2.3.3	Payment Details	2-36
2.3.4	Amendment Details	2-41
2.3.5	Additional Fields	2-44
2.3.6	Additional Details	2-46
2.3.7	Summary	2-65
2.4	Data Enrichment	2-68

2.4.1	Main Details	2-70
2.4.2	Availability Shipment	2-73
2.4.3	Documents and Conditions	2-74
2.4.4	Payment Details	2-78
2.4.5	Amendment Details	2-79
2.4.6	Additional Fields	2-80
2.4.7	Additional Details	2-81
2.4.8	Settlement Details	2-90
2.4.9	Advices	2-93
2.4.10	Summary	2-98
2.5	Customer Response - Draft Confirmation	2-100
2.5.1	Customer Response	2-100
2.6	Exceptions	2-103
2.7	Multi Level Approval	2-109
2.8	Customer - Acknowledgement	2-114
2.8.1	Customer - Reject Letter	2-114

## Index

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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](#)
- [Symbols and Icons](#)
- [Basic Actions](#)

## Purpose

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

## Audience

This document is intended for the following audience:

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

## Documentation Accessibility

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

- [Access to Oracle Support](#)

## Access to Oracle Support

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## Critical Patches

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## Structure

This manual is organized into the following chapters:

- Preface gives information on the intended audience, structure, and related documents for this User Manual.
- The subsequent chapters provide an overview to the module.

## 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
<b>boldface</b>	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.

## Symbols and Icons

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

**Table 1 Symbols and Icons - Common**















Symbol/Icon	Function
	Minimize
	Maximize
	Close
	Perform Search
	Open a list
	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

Table 1 (Cont.) Symbols and Icons - Common














Symbol/Icon	Function
	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 2 Symbols and Icons - Widget

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



## 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 3 Common Action Buttons and its Definitions**

Action Buttons	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	<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>
<b>Cancel</b>	<p>Click <b>Cancel</b> to cancel the transaction input midway without saving any data.</p>
<b>Save &amp; Close</b>	<p>Click <b>Save &amp; Close</b> to save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
<b>Next</b>	<p>Click <b>Next</b>, 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>
<b>Submit</b>	<p>Click <b>Submit</b> 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.</p>

# 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

## Import LC Amendment

Import LC Amendment process enables the user to make an amendment to the LC which had been already issued.

The common amendments that are made to an Import LC are:

- Expiry date
- Latest Shipment Date
- Increase/Decrease in LC amount
- Tolerance percentage
- Confirmation instruction
- Available with bank
- Port of loading/discharge
- Goods quantity
- Related documents to be submitted

The amendments may need consent from the beneficiary of the amendment. In such scenarios, after the processing of amendment, the amended LC is parked awaiting beneficiary consent.

The user can also amend an Import LC in closed status. In the following sections, let's look at the details for Import LC amendment process.

This topic contains following subtopics:

- [Common Initiation Stage](#)  
This topic provides the systematic instructions to initiate the new **Import LC Amendment** request.
- [Registration](#)  
This topic provides the systematic instructions to initiate the Registration stage of import LC Amendment request.
- [Scrutiny](#)  
This topic provides the systematic instructions to initiate the Scrutiny stage of **Import LC Amendment** request.
- [Data Enrichment](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of import lc amendment request.
- [Customer Response - Draft Confirmation](#)  
This topic helps you quickly get acquainted with the Customer Response - Draft Confirmation 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.

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

## 2.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the new **Import LC 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 displays.

**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
<b>Process Name</b>	Select a process name from the drop-down list.
<b>LC Reference Number</b>	Click <b>Search</b> to search and select the required LC reference number.
<b>Branch</b>	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
<b>Proceed</b>	Task will get initiated to next logical stage.
<b>Clear</b>	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 import LC Amendment request.

The user initiates the transaction from Registration Stage, if the Letter Of Credit Amendment request is submitted through branch either by fax, mail, or physical application form, the Import LC amendment process starts from the Registration Stage.

During Registration stage, user can capture the basic details of the amendment application, check the signature of the applicant and upload the related documents of the applicant. On submit of the request, the customer will be notified with an acknowledgment and the request will be available for an LC Amendment expert to handle the request in the next stage.

For Task initiated vide MT798, when customer initiates a Import LC Amendment request through SWIFT (Corporate to SWIFT) channel, the MT798 message containing the request is parsed and based on the STP parameters maintained, can create a Import LC Amendment Task in Oracle Banking Trade Finance Process Management Cloud Service. The MT798 message, is routed to the Issuing Bank. Issuing Bank receives the MT798 and creates a task in Import LC Amendment Process in Scrutiny stage in OBTFPM.

The Incoming MT798 message contains three sections.

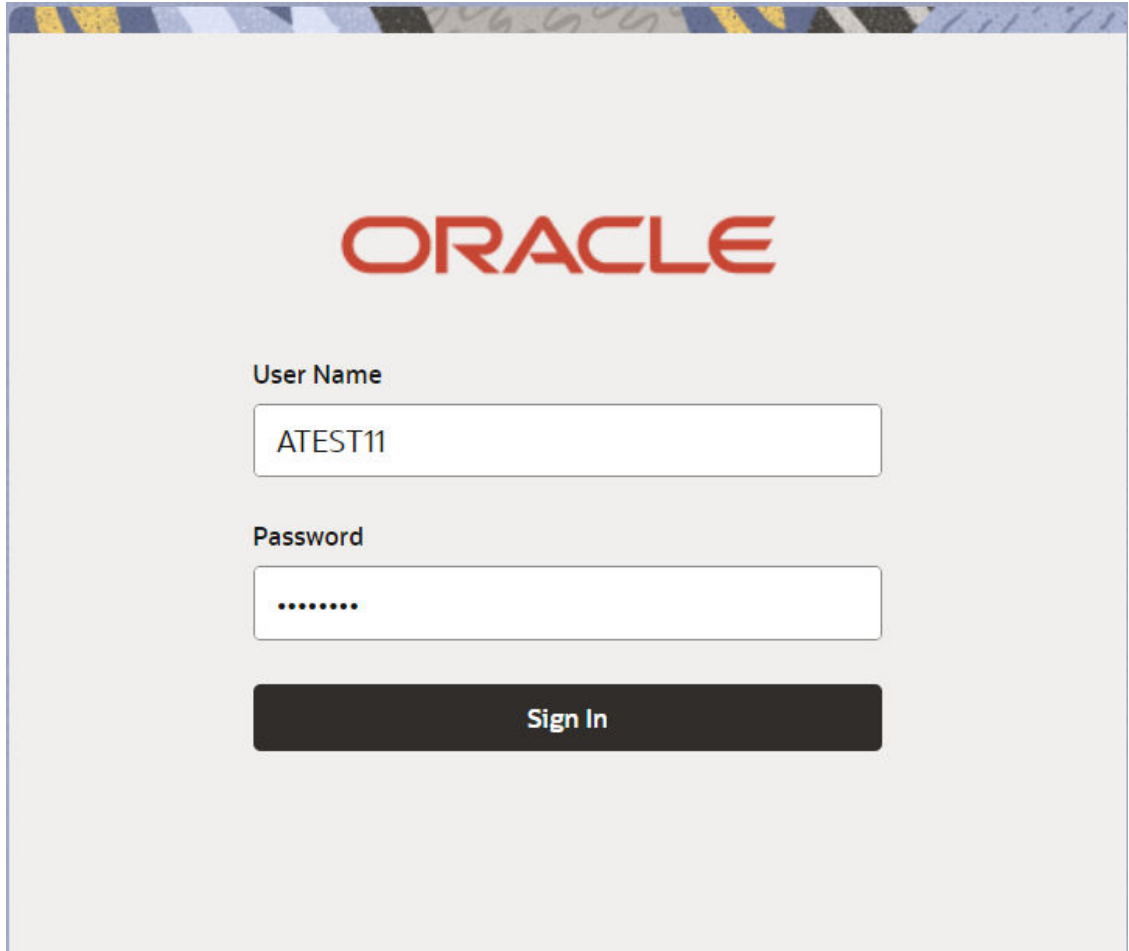
- MT798 Index Message which contains the Sub message type 770
- MT798 Details Message which contains the Sub Message type 700 (MT700 tags with values)
- MT798 Extension Message which contains the Sub Message type 701 (MT701 Extension message tag values) if applicable.

MT798 Extension Message which contains the Sub Message type 708 (MT708 Extension message tag values) if applicable. The OBTFPM user can process MT798 with sub messages MT726-MT759 message received through SWIFT. The OBTFPM 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 OBTFPM user can process incoming MT798(up to a maximum of 8 messages) with sub messages MT788-MT799 message received through SWIFT and enables the user to cancel the previously received MT798 referenced message which is under process.

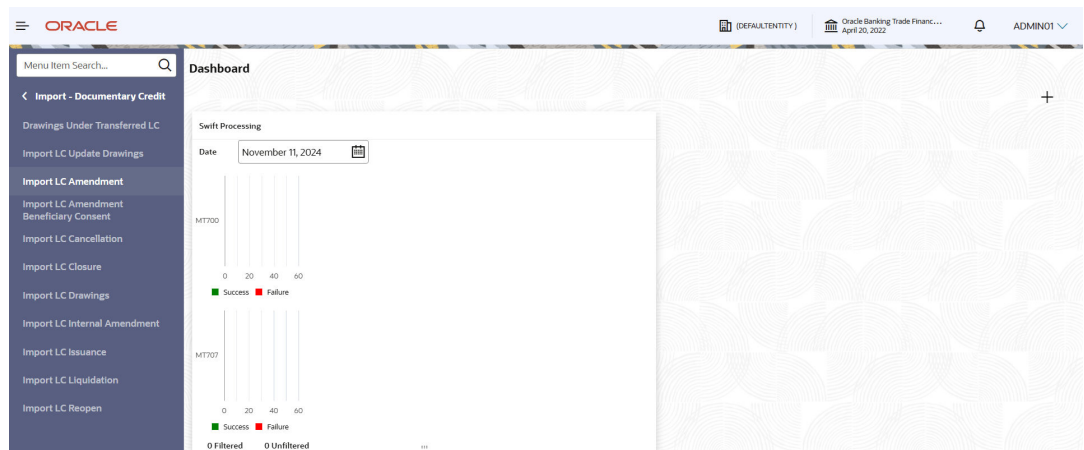
Specify **User ID** and **Password**, and login to **Home** screen.

Figure 2-2 LogIn Screen



1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Import Documentary Credit**.
2. Under **Import Documentary Credit**, click **Import LC Amendment**.

Figure 2-3 Import LC Amendment



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

**Figure 2-4 Import LC Amendment - Registration - Application Details**

The screenshot displays the 'Import LC Amendment' registration screen. It is divided into two main sections: 'Application Details' and 'LC Details'. The 'Application Details' section includes fields for Document Credit Number (PK2ILSNZ21107168), Received From Party (Applicant), Received From - Customer ID (001044), Received From - Customer Name (GOODCARE PLC), Branch, Amendment No (1), Process Reference Number (PK2ILCA000065218), Priority (Medium), Submission Mode (Desk), Application Date (April 20, 2022), Customer Reference Number (REFERENCE TC01), and User Reference Number (PK2ILSNZ21107168). There is also a Beneficiary Consent toggle. The 'LC Details' section includes Revolving (toggle), LC Type (Sight), Product Code (ILSN), Product Description (Import LC Sight Non Revolving), Advising Bank (001041, WELLS FAF), 40A - Form of Documentary Credit (IRREVOCABLE), 31C - Date of Issue (April 20, 2022), 40E - Applicable Rules (UCP LATEST VERSION), Date of Expiry (December 28, 2022), 31D - Place of Expiry (NEW YORK), 31A - Applicant Bank, Applicant (001044, GOODCARE), Beneficiary (001043, MARKS AN), 32B - Currency Code, Amount (GBP, £100.00), 39A - Percentage Credit Amount Tolerance, Limits/Collateral Required (toggle), 39C - Additional Amount Covered, Amount In Local Currency (GBP, £100.00), and Closure Date (December 28, 2022). Buttons for 'View LC' and 'View LC Events' are present. At the bottom right, there are 'Hold', 'Cancel', 'Save & Close', and 'Submit' buttons.

3. On **Import LC 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 Import LC Amendment - Registration - Application Details - Field Description**

Field	Description
<b>Documentary Credit Number</b>	<p>Specify the documentary credit number.</p> <p>Alternatively, click <b>Search</b> to search and select the documentary credit number.</p> <p>In lookup search/advanced lookup search, user can input DCN Reference Number, Applicant, Currency, Amount, User Reference and Contract Status to fetch the LC details. The user can also search the LC which are in 'Closed' contract status. On selecting a closed LC, system displays a confirmation message that 'The LC has been closed. Do you want to Reopen'.</p> <p>On confirmation, user can amend the required fields as in the case of amendment of an active LC.</p> <p>Based on the search result, select the applicable LC to be amended.</p>
<b>Received From Party</b>	<p>Read only field.</p> <p>Import LC amendment request can be received either from the applicant or the applicant's bank.</p> <p>Select the option as 'Applicant', if Import LC amendment request is received from applicant's bank.</p>
<b>Received From - Customer ID</b>	<p>Read only field.</p> <p>Customer ID will be auto-populated based on the selected LC from the lookup.</p>
<b>Received From - Customer Name</b>	<p>Read only field.</p> <p>Customer name will be auto-populated based on the selected LC from the lookup.</p>
<b>Branch</b>	<p>Read only field.</p> <p>Branch details will be auto-populated based on the selected LC from the lookup.</p>
<b>Amendment No.</b>	<p>Read only field.</p> <p>Amendment number will be auto-populated based on selected LC using documentary credit number. Amendment number increases by 1 for each amendment.</p>
<b>Process Reference Number</b>	<p>Read only field.</p> <p>Unique OBTFPM task reference number for the transaction.</p> <p>This is auto generated by the system based on process name and branch code.</p>
<b>Priority</b>	<p>System defaults the Priority as Low/Medium/High based on maintenance.</p> <p>User can change the priority populated any time before submit of Registration stage.</p>




**Table 2-3 (Cont.) Import LC Amendment - Registration - Application Details - Field Description**

Field	Description
<b>Submission Mode</b>	<p>Select the submission mode of Import LC Amendment request from the drop-down list.</p> <p>By default the submission mode will have the value as 'Desk'.</p> <ul style="list-style-type: none"> <li>• <b>Desk</b> - Request received through Desk</li> <li>• <b>Fax</b>- Request received through Fax</li> <li>• <b>Email</b>- Request received through Email</li> <li>• <b>Courier</b> - Request received through Courier</li> <li>• <b>SWIFT- Non STP</b> - Request received through SWIFT-Non STP</li> </ul>
<b>Application Date</b>	<p>The application displays the branch's current date by default, and enables the user to change the date to any back date.</p> <div style="border: 1px solid #0070c0; background-color: #e6f2ff; padding: 10px; margin-top: 10px;"> <p> <b>Note:</b> Future date selection is not allowed.</p> </div>
<b>Customer Reference Number</b>	<p>Customer Reference Number for the amendment provided by the applicant/ applicant bank is defaulted by the system. The user can change the Customer Reference Number.</p>
<b>User Reference Number</b>	<p>Read only field. User Reference Number will be auto populated by the system based on selected LC using documentary credit number.</p>
<b>Beneficiary Consent</b>	<p>Beneficiary consent required for the amendment made to the fields.</p> <p>Switch on  , if amendments are made to the following fields,</p> <ul style="list-style-type: none"> <li>• Beneficiary</li> <li>• Documentary Credit Amount</li> <li>• Expiry Date</li> <li>• Tolerance</li> <li>• Available By</li> <li>• Tenor</li> <li>• Mixed/Deferred Payment Detail</li> <li>• Latest Shipment Date</li> </ul> <p>Application will display warning message, if the toggle is not enabled for the amendments made to the above mentioned fields.</p> <p>Switch off  , if beneficiary consent is not required for the amendments.</p>

**LC Details**




Registration user can provide LC details in this section. Alternately, details can be provided by Scrutiny user. Details in this screen displays the data from the LC issued.

4. On **Import LC Amendment - Registration - LC Details** screen, specify the fields.



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

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



**Table 2-4 Import LC Amendment - Registration - LC Details - Field Description**

Field	Description
<b>Revolving</b>	<p>Read only field.</p> <p>The option  displays that the LC type is revolving.</p> <p>The option  displays the the LC type is not revolving.</p> <p> <b>Note:</b> For more details on Revolving, see <a href="#">Revolving Details</a>.</p>
<b>LC Type</b>	<p>Read only field.</p> <p>LC type will be displayed based selected LC using documentary credit number.</p>
<b>Product Code</b>	<p>Read only field.</p> <p>This field displays the product code of the selected LC.</p>
<b>Product Description</b>	<p>Read only field.</p> <p>This field displays the description of the product as per the product code.</p>

**Table 2-4 (Cont.) Import LC Amendment - Registration - LC Details - Field Description**

Field	Description
<b>Advising Bank</b>	<p>Advising bank details (if provided) of the selected LC is auto-populated. User can amend the field, if required.</p> <div style="border: 1px solid #0070c0; padding: 5px; background-color: #e6f2ff;"> <p> <b>Note:</b></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>
<b>Form of Documentary Credit</b>	<p>Form of documentary credit details of the selected LC is auto-populated. User can amend the field, if required.</p>
<b>Date of Issue</b>	<p>Read only field. This field displays the LC issuance date.</p>
<b>Applicable Rules</b>	<p>The rules of the selected LC is auto-populated. The user can amend the field if required.</p>
<b>Date of Expiry</b>	<p>This field displays the expiry date of the selected LC. User can amend the field, if required.</p> <div style="border: 1px solid #0070c0; padding: 5px; background-color: #e6f2ff;"> <p> <b>Note:</b></p> <p>If amendment to the Expiry date (postponing the expiry date before expiry date of the underlying Export LC), field in the Import LC, system validates the amended value against the Export LC value and display configurable override.</p> </div>
<b>Place of Expiry</b>	<p>This field displays the place of expiry of the selected LC. User can amend the field, if required.</p>
<b>Applicant Bank</b>	<p>Read only field.</p> <p>This field displays the applicant bank details of the selected LC.</p>
<b>Applicant</b>	<p>Read only field. This field displays the applicant details based on the details provided in Application Details section.</p>

**Table 2-4 (Cont.) Import LC Amendment - Registration - LC Details - Field Description**

Field	Description
<b>Beneficiary</b>	<p>This field displays the beneficiary details of the selected LC. User can amend the field, if required.</p> <p> <b>Note:</b></p> <p>If the user amend this field and the selected beneficiary/ party is blacklisted the system displays a warning message.</p>
<b>Accountee</b>	Specify the accountee details.
<b>Currency Code, Amount</b>	<p>This field displays the value of LC along with the currency details of the selected LC. User can amend the amount, if required.</p> <p> <b>Note:</b></p> <p>If amendment to the Amount (greater than the Export LC outstanding amount), field in the Import LC, system validates the amended value against the Export LC value and display configurable override.</p>
<b>Percentage Credit Amount Tolerance</b>	<p>This field displays the percentage credit amount tolerance details of the selected LC. User can amend the field, if required.</p>
<b>Limits/Collateral Required</b>	<p>Read only field.</p> <p>If enabled indicates, limit check during the process flow of this request is available.</p>
<b>Additional Amount Covered</b>	Specify the details of additional amount covered of the selected LC.
<b>Amount In Local Currency</b>	<p>Read only field.</p> <p>After the tab out of 'Currency Code, Amount' field, system populates the Local currency and amount value in this field. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).</p>
<b>Back to Back LC</b>	<p>Read only field.</p> <p>Flag to check if the Import LC is a back to back LC.</p>
<b>Closure Date</b>	<p>System default the "Closure Date" value 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"> <li>• Closure Date must be after the Issue Date.</li> <li>• Closure Date must be after the Expiry Date.</li> <li>• Closure Date cannot be blank, when the "Auto Close" is checked.</li> </ul>

**Revolving**

The user can enable the Revolving option for revolving LC. The revolving LC can be time based or value based.

- a. Click the **Edit** icon besides the **Revolving** field. The **Revolving Details** screen appears.

**Table 2-5 Revolving Details**

Field	Description
<b>Revolving</b>	Read only field. System displays, if the LC is revolving or not using the slider button.
<b>Revolving In</b>	Read only field. Displays the mode of revolving for the LC. The values are: <ul style="list-style-type: none"> <li>• Time</li> <li>• Value</li> </ul>
<b>Revolving Frequency</b>	Read only field. Displays the value for the frequency in days and months by which the LC revolves.
<b>Revolve Units</b>	Read only field. Displays the units by which the LC revolves.
<b>Next Reinstatement Date</b>	Read only field. Displays the date of next instatement for the LC based on the revolving frequency selected.
<b>Cumulative</b>	Read only field. This option indicates whether the LC value has to be cumulative or not on reinstatement.
<b>Automatic Reinstatement</b>	Read only field. This option indicates whether to have automatic reinstatement on the reinstatement day without manual intervention.

- b. Click **Close** to close the Revolving Details screen.
5. Click **Submit**.

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

**Table 2-6 Import LC Amendment - Registration - Action Buttons - Field Description**

Field	Description
<b>Signatures</b>	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.
<b>Documents</b>	Upload the documents received under the LC. Application displays mandatory documents to be uploaded for Import LC Amendment. Place holders are also available to upload additional documents submitted by the applicant
<b>Remarks</b>	Specify any additional information regarding the LC. This information can be viewed by other users processing the request.
<b>Customer Instruction</b>	Click to view/ input the following: <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>View LC</b>	Click to view the details of the LC.
<b>Hold</b>	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.
<b>Cancel</b>	Cancel the Import LC Amendment task. Details entered will not be saved and the task will be removed.
<b>Save &amp; Close</b>	Save the information provided and holds the task in 'My Task' queue for working later.  This option will not submit the request.
<b>Submit</b>	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 Import LC Amendment. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
<b>Checklist</b>	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.

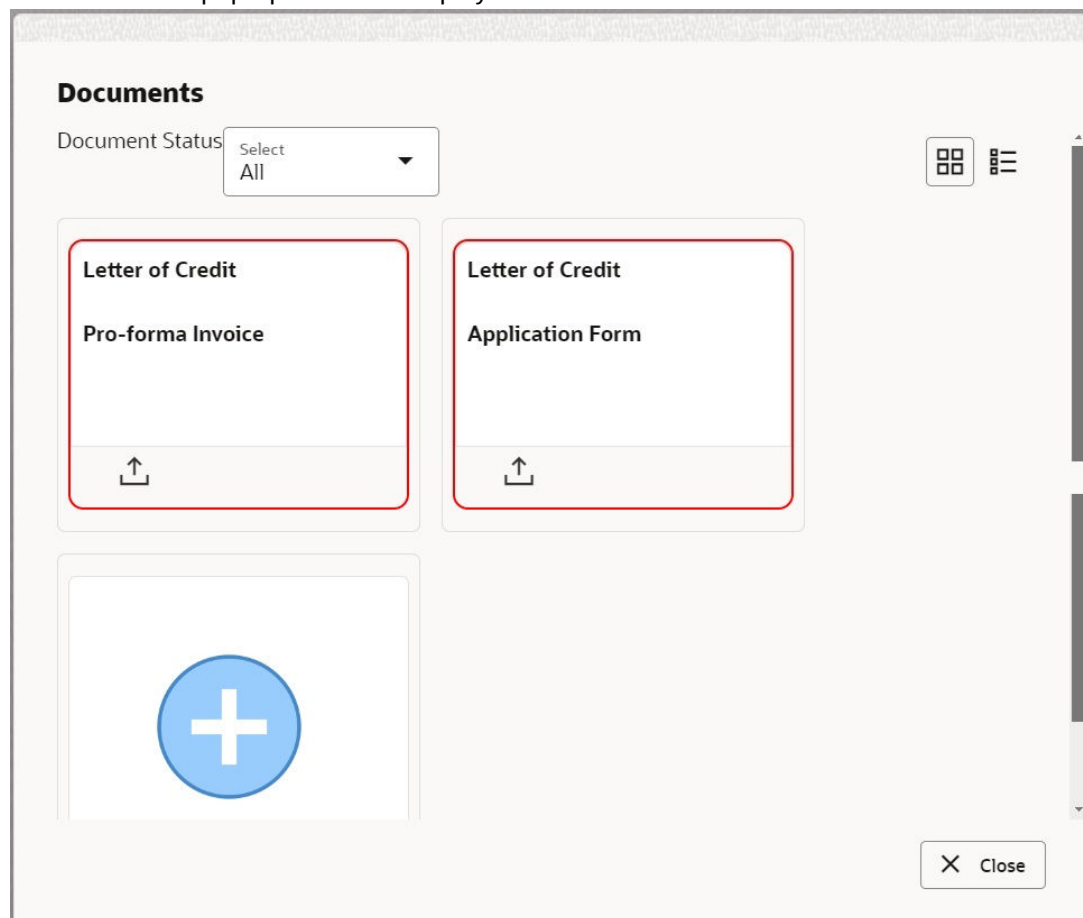
In Oracle Banking Trade Finance Process Management Cloud Service, system should display Document Ids available in the DMS system. In DMS system, the documents can be Uploaded and stored for future access. Every document stored in DMS will have a unique document id along with other Metadata. The uploaded 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.

The screenshot shows a form titled "Document" with the following fields and controls:

- Document Type:** A dropdown menu with "Letter of Credit" selected.
- Document Code:** A dropdown menu with "Insurance Policy" selected.
- Document Title:** A text input field with a "Required" label below it.
- Document Description:** A text input field.
- Remarks:** A text input field.
- Document Expiry Date:** A date picker field with a calendar icon.
- File Upload:** A dashed box containing the text "Drop files here or click to select".
- Link Document:** A text label.
- Selected files:** A label below the file upload area.
- Buttons:** "Upload", "Link", and "Cancel" buttons at the bottom right.

Field	Description
<b>Document Type</b>	Select the document type from list. Indicates the document type from metadata.
<b>Document Code</b>	Select the document Code from list. Indicates the document Code from metadata.
<b>Document Title</b>	Specify the document title.
<b>Document Description</b>	Specify the document description.
<b>Remarks</b>	Specify the remarks.
<b>Document Expiry Date</b>	Select the document expiry date.
<b>Link Document</b>	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 >

4. 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
<b>Customer ID</b>	This field displays the transaction Customer ID.
<b>Document ID</b>	Specify the document ID.
<b>Document Type</b>	Select the document type from list.
<b>Document Code</b>	Select the document Code from list.
<b>Search Result</b>	
<b>Document ID</b>	This field displays the document ID from metadata.
<b>Customer ID</b>	This field displays the transaction customer ID.
<b>Document Type</b>	This field displays the document type from metadata.
<b>Document Code</b>	This field displays the document code from metadata.
<b>Link Document</b>	The link to link the existing uploaded documents from DMS to the workflow task.
<b>Upload Date</b>	The field displays the upload date of the document.
<b>Reference Number</b>	The field displays the reference number of the document.

5. 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
<a href="#">Link</a>	616	001044	fdff	INSURANCE	December 6, 2023	PK2ELCU000003399
<a href="#">Link</a>	116	001044		INSURANCE	November 3, 2023	PK2ILCD000001238
<a href="#">Link</a>	144	001044		INSURANCE	November 6, 2023	PK2IILD000001312
<a href="#">Link</a>	162	001044		INSURANCE	November 9, 2023	PK2ELCC000001424
<a href="#">Link</a>	684	001044	cvcvc	INSURANCE	December 11, 2023	PK2IELD000004034

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

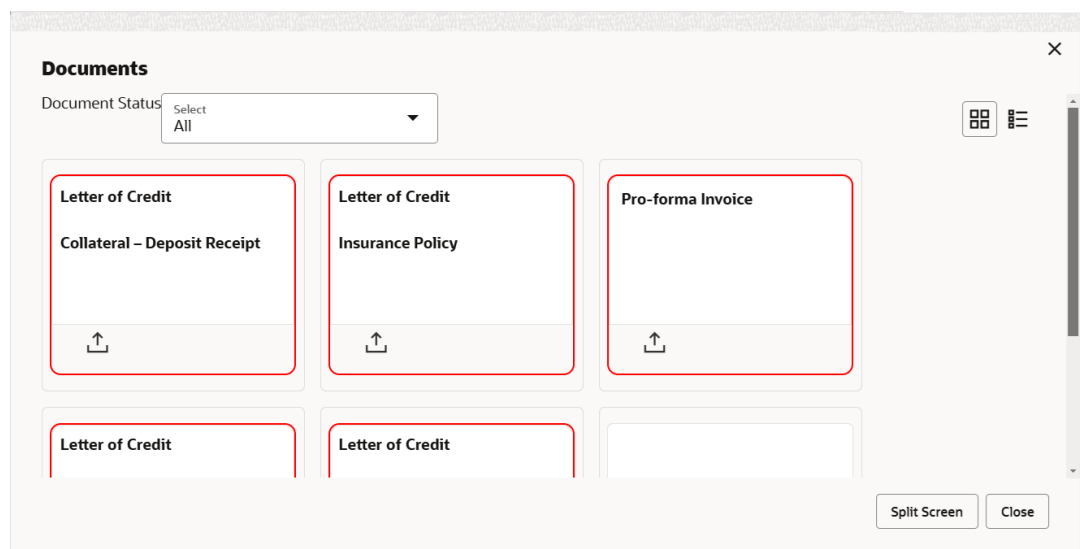
## 2.2.2 Oracle Banking Trade Finance Process Management Cloud Service - OBDX Bidirectional flow

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: [Off]

**LC Details**

Revolving: [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: [Off]

39C - Additional Amount Covered: [Empty]

Amount In Local Currency: GBP £100,000.00

Back to Back LC: [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.							

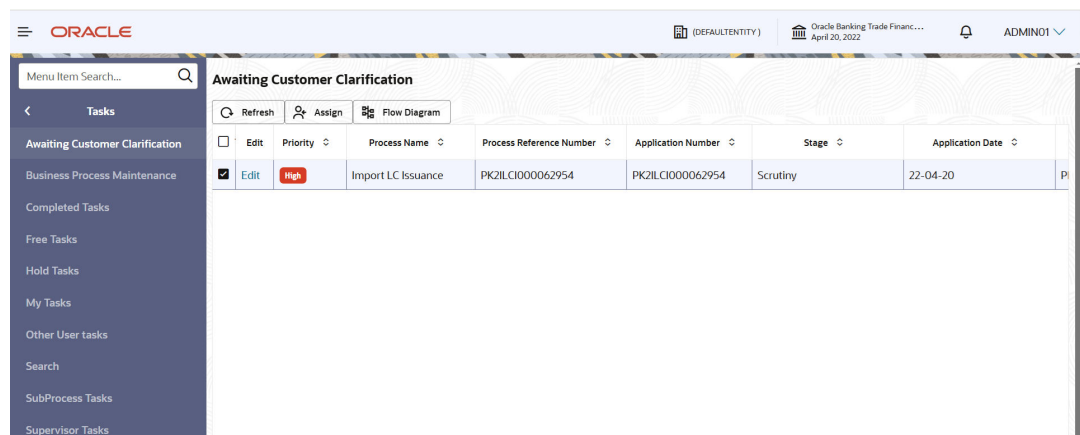
Page 1 (0 of 0 items) |< < 1 > >|

**Buttons:** Re Clarification, Manual Update, Withdraw Clarification

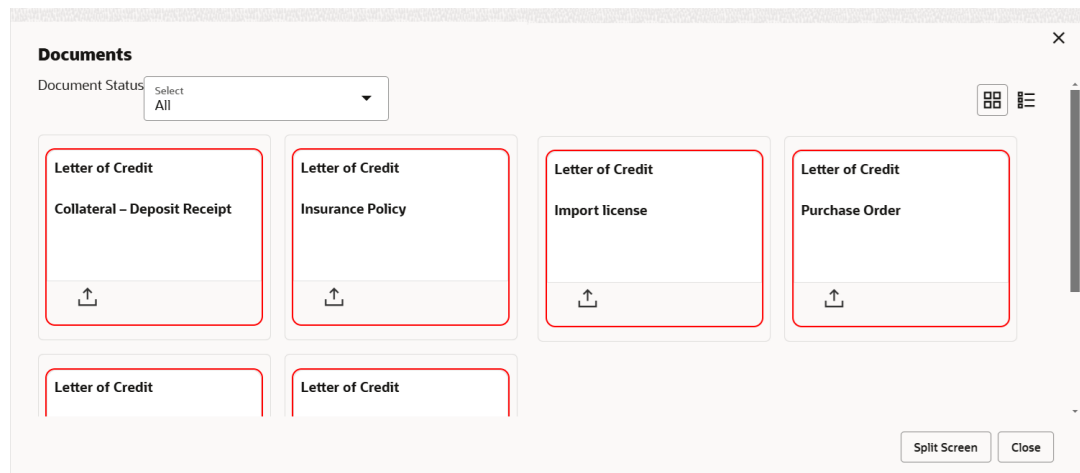
Performa invoice is not uploaded, instead some other document is uploaded as Performa invoice. Please delete the present document and upload the Performa invoice.

**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 Scrutiny

This topic provides the systematic instructions to initiate the Scrutiny stage of **Import LC Amendment** request.

On successful completion of **Registration** of an **Import LC Amendment**, the task moves to Scrutiny stage. At this stage the gathered information during Registration are scrutinized. **Non-Online Channel** - Import LC Amendment request that were received at the desk will move to Scrutiny stage post successful Registration. The requests will have the details entered during the Registration stage.

**Non-Online Channel** - Requests that are received via online channels like trade portal, external system and SWIFT are available directly for further processing from Scrutiny stage. The data gets auto populated for all data segments from Application stage to Data Enrichment stage.

In case of MT798 message, 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. If the User encounters validation error during handling the task, a MT719 (Bank to Corporate message) common group message is created in the workflow and the task is put on 'Hold'.

Do the following steps to acquire a task currently at Scrutiny stage:

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

1. On **Home** screen, click **Tasks**.
2. Under **Task**, click **Free Tasks**.

**Figure 2-5 Free Tasks**

<input type="checkbox"/>	Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Edit	Medium	Import LC Amendment	PK2ILCI000063216	PK2ILCI000063216	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Internal Am...	PK2ILCI000053564	PK2ILCI000053564	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Amendmen...	PK2IILM000061842	PK2IILM000061842	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA000008146	PK2IELA000008146	Reject Approval	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Issuance Isl...	PK2IILIO00002656	PK2IILIO00002656	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI000063110	PK2ILCI000063110	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI000063113	PK2ILCI000063113	Registration	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000062384	PK2ELCA000062384	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000062994	PK2ELCA000062994	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000062968	PK2ELCA000062968	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000062993	PK2ELCA000062993	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000063026	PK2ELCA000063026	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000062969	PK2ELCA000062969	DataEnrichment	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 scrutinize the registered task.

**Figure 2-6 My Tasks**

<input type="checkbox"/>	Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Edit	Medium	Import LC Amendment	PK2ILCA000063218	PK2ILCA000063218	Scrutiny	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Amendment	PK2ILCA000002204	PK2ILCA000002204	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Amendment	PK2ILCA000002104	PK2ILCA000002104	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Amendment	PK2ILCA000005177	PK2ILCA000005177	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA000050630	PK2ELCA000050630	Reject Approval	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Issuance Isl...	PK2IILIO00004226	PK2IILIO00004226	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Issuance	PK2ILCI000063140	PK2ILCI000063140	Registration	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Issuance	PK2ILCI000001257	PK2ILCI000001257	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA000062996	PK2IELA000062996	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA000062997	PK2IELA000062997	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Drawing	PK2ELCD000063038	PK2ELCD000063038	Scrutiny	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Transfer Clo...	PK2IELT000062981	PK2IELT000062981	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI000062954	PK2ILCI000062954	Scrutiny	22-04-20

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

The Scrutiny stage has the following hops for data capture:

- [Main Details](#)  
This topic provides the systematic instructions to initiate the Scrutiny stage of import LC Amendmnt request.
- [Availability Shipment](#)  
This topic provides the systematic instructions to capture the availability shipment details.
- [Payment Details](#)  
This topic provides the systematic instructions to initiate the Payment Details Scrutiny stage of **Import LC Amendment** request.
- [Amendment Details](#)  
This topic provides the systematic instructions to capture the Amendment Details.
- [Additional Fields](#)  
This topic provides the systematic instructions to capture the additional fields.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details.
- [Summary](#)  
This topic provides the systematic instructions to view the summary of import LC amendment.

## 2.3.1 Main Details

This topic provides the systematic instructions to initiate the Scrutiny stage of import LC Amendmnt request.

Main details section has two sub section as follows:

- Application Details
- LC Details.

### Application Details

All fields displayed under Basic details section, would be read only except the **Priority** and **Beneficiary Consent**. Following are the fields which can be amended apart from the fields carried over from Application Details of **Registration**. Provide the details for the amendable fields based on the description in the following table:

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



Figure 2-7 Scrutiny - Main Details

Table 2-7 Import LC Amendment - Scrutiny - Main Details - Field Description

Field	Description
<b>Documentary Credit Number</b>	Read only field. This field displays the documentary credit number, as selected in <b>Registration</b> stage.
<b>Received From Party</b>	Read only field. Party name will be auto-populated based on the selected LC from the lookup.
<b>Received From - Customer ID</b>	Read only field. Customer ID will be auto-populated based on the selected LC from the lookup.
<b>Received From - Customer Name</b>	Read only field. Customer name will be auto-populated based on the selected LC from the lookup.
<b>Branch</b>	Read only field. Branch details will be auto-populated based on the selected LC from the lookup.

**Table 2-7 (Cont.) Import LC Amendment - Scrutiny - Main Details - Field Description**

Field	Description
<b>Amendment No.</b>	Read only field. Amendment number will be auto-populated based on selected LC using documentary credit number. Amendment number increases by 1 for each amendment.
<b>Process Reference Number</b>	Read only field. Unique Oracle Banking Trade Finance Process Management Cloud Service task reference number for the transaction.  This is auto generated by the system based on process name and branch code.
<b>Priority</b>	System defaults the Priority as Low/Medium/High based on maintenance.  User can change the priority populated.
<b>Submission Mode</b>	Read only field. The submission mode of Import LC Amendment request. By default the submission mode will have the value as 'Desk'.
<b>Application Date</b>	Read only field. The application displays the branch's current date by default.
<b>Customer Reference Number</b>	Read only field. A unique Customer Reference Number for the amendment provided by the applicant/ applicant bank.
<b>User Reference Number</b>	Read only field. User Reference Number will be auto populated by the system based on selected LC using documentary credit number.
<b>Beneficiary Consent</b>	Beneficiary consent required for the amendment made to the fields.  Enable this option, if amendments are made to the following fields, <ul style="list-style-type: none"> <li>• Beneficiary</li> <li>• Documentary Credit Amount</li> <li>• Expiry Date</li> <li>• Tolerance</li> <li>• Available By</li> <li>• Tenor</li> <li>• Mixed/Deferred Payment Detail</li> <li>• Latest Shipment Date</li> </ul> Application will display warning message, if the toggle is not enabled for the amendments made to the above mentioned fields.  Disable this option, if beneficiary consent is not required for the amendments.

## LC Details

The fields listed under this section are same as the fields listed under the LC 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 LC Details**

Following are the fields which can be amended apart from the fields carried over from LC Details of **Registration** stage. Provide the details for the amendable fields based on the description in the following table:

**Table 2-8 LC Details**

Field	Description
<b>Revolving</b>	Read only field. If LC type is revolving this option is enabled. If LC type is revolving, this option is disabled.
<b>LC Type</b>	Read only field. LC type will be displayed based selected LC using documentary credit number.
<b>Product Code</b>	Read only field. This field displays the product code of the selected LC.
<b>Product Description</b>	Read only field. This field displays the description of the product as per the product code.
<b>Advising Bank</b>	This field displays the advising bank details (if provided) of the selected LC. User can amend the field, if required.  <div style="border: 1px solid #0070C0; padding: 10px; background-color: #E6F2FF;"> <p> <b>Note:</b></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 2-8 (Cont.) LC Details



Field	Description
<b>Form of Documentary Credit</b>	This field displays the form of documentary credit details of the selected LC. User can amend the field, if required.
<b>Date of Issue</b>	Read only field. This field displays the LC issuance date.
<b>Applicable Rules</b>	This field displays the rules of the selected LC and user can amend if required.
<b>Date of Expiry</b>	This field displays the expiry date of the selected LC. User can amend the field, if required.  <div style="border: 1px solid #0070C0; padding: 5px; background-color: #E6F2FF;"> <p> <b>Note:</b></p> <p>If amendment to the Expiry date (postponing the expiry date before expiry date of the underlying Export LC), field in the Import LC, system validates the amended value against the Export LC value and display configurable override.</p> </div>
<b>Place of Expiry</b>	This field displays the place of expiry of the selected LC. User can amend the field, if required.
<b>Applicant Bank</b>	Read only field.  This field displays the applicant bank details of the selected LC.
<b>Applicant</b>	Read only field. This field displays the applicant details based on the details provided in Application Details section.
<b>Beneficiary</b>	This field displays the beneficiary details of the selected LC. User can amend the field, if required.  <div style="border: 1px solid #0070C0; padding: 5px; background-color: #E6F2FF;"> <p> <b>Note:</b></p> <p>If the user amend this field and the selected beneficiary/ party is blacklisted the system displays a warning message.</p> </div>
<b>Accountee</b>	Specify the accountee details.  Alternatively, click <b>Search</b> to search and select the accountee details from lookup.
<b>Currency Code, Amount</b>	This field displays the value of LC along with the currency details of the selected LC. User can amend the Amount field, if required.
<b>Percentage Credit Amount Tolerance</b>	This field displays the percentage credit amount tolerance details of the selected LC. User can amend the field, if required.

Table 2-8 (Cont.) LC Details

Field	Description
<b>Limits/Collateral Required</b>	Read only field. If enabled indicates, limit check during the process flow of this request is available.
<b>Additional Amount Covered</b>	This field displays the details of additional amount covered of the selected LC. User can amend the field, if required.
<b>Amount In Local Currency</b>	Read only field. System populates the Local currency and amount value in this field. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).
<b>Back to Back LC</b>	Read only field. Flag to check if the Import LC is a back to back LC.
<b>Closure Date</b>	System default the "Closure Date" value from the previous version of the contract. User can modify the system defaulted "Closure Date" and system should validate the same for the below conditions, <ul style="list-style-type: none"> <li>• Closure Date must be after the Issue Date.</li> <li>• Closure Date must be after the Expiry Date.</li> <li>• Closure Date cannot be blank, when the "Auto Close" is checked.</li> </ul>

## 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	Jan 9, 2025, 8:31:12 PM	Jan 9, 2025, 8:31:21 PM	ATEST11	PROCEED

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

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

Table 2-9 Audit - Field Description

Field	Description
<b>Application No.</b>	This field displays the application number of the process.
<b>Branch Code</b>	This field displays the branch code.
<b>Initiated Date</b>	This field displays the date on which process is initiated.
<b>Initiated By</b>	This field displays the user ID of the user who had initiated the process.
<b>Process Name</b>	This field displays the name of the process which is initiated.
<b>S. No</b>	This field displays the serial number of the audit record.

Table 2-9 (Cont.) Audit - Field Description

Field	Description
<b>Stage Name</b>	This field displays the current stage of the process.
<b>Completed Time</b>	This field displays the time on which the audit of the current stage is completed.
<b>Completed By</b>	This field displays the user ID of the user who had completed the audit.
<b>Outcome</b>	This field displays the outcome of the audit.

2. Click **Next**.

The task will move to next data segment.

Table 2-10 Main Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, Oracle Banking Trade Finance Process Management Cloud Service user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.

Table 2-10 (Cont.) Main Details - Action Buttons - Field Description

Field	Description
<b>Signature</b>	<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>
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	<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>
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Next</b>	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.
<b>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

## 2.3.2 Availability Shipment

This topic provides the systematic instructions to capture the availability shipment details.

User can enter/update/verify Availability, Shipment and Goods details of an Import LC amendment request for the different fields under the respective data segments.

1. On **Availability** screen, specify the fields.

**Figure 2-9 Availability Shipment**

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

**Table 2-11 Availability Shipment - Field Description**

Field	Description
<b>Availability Details</b>	Specify the <b>Availability Details</b> based on the description of following table.



Table 2-11 (Cont.) Availability Shipment - Field Description


Field	Description
<b>Available with</b>	<p>Click <b>Search</b> to search and select the bank with which the credit is available.</p> <p>This field identifies the bank with which the credit is available of the issued LC.</p> <ul style="list-style-type: none"> <li>If the LC is restricted to any particular bank, search the bank with SWIFT code (BIC) or Bank Name.</li> </ul> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address gets defaulted.</p> <ul style="list-style-type: none"> <li>If the LC is not restricted to any bank, provide free text - (YOURSELVES, WITH ANY BANK etc.).</li> </ul>
<b>Available By</b>	<p>Select the available by from the drop-down list, in case of Non - Online channel.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li><b>BY ACCEPTANCE</b></li> <li><b>BY DEF PAYMENT</b></li> <li><b>BY MIXED PAYMENT</b></li> <li><b>BY NEGOTIATION</b></li> </ul> <div style="border: 1px solid #0070C0; padding: 5px; margin-top: 10px;"> <p> <b>Note:</b></p> <p>If <b>BY PAYMENT</b> option is selected, payment at sight is applicable. It must be applicable for Sight Type of product only.</p> </div>
<b>Drafts At</b>	<p>Specify the draft details.</p> <p>This field specifies the tenor of drafts to be drawn under the documentary credit as per the issued LC.</p>
<b>Drawee</b>	<p>Click <b>Search</b> to search and select the Drawee bank (Advising bank or Confirming bank).</p> <p>This field will have value only if <b>Drafts At</b> field has values.</p> <ul style="list-style-type: none"> <li>Search the bank with SWIFT code (BIC) or Bank Name.</li> </ul> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p> <p>This field is enabled if value is provided at <b>Drafts At</b> field</p>
<b>Payment Details</b>	<p>This field displays the value of payment details as per the issued LC and can be amended if required.</p>
<b>Shipment Details</b>	<p>Specify the <b>Shipment Details</b> based on the description of following table.</p> <p>As part of amendment, user can change the values available in the fields based on the description in the following table.</p>

Table 2-11 (Cont.) Availability Shipment - Field Description



Field	Description
<b>Partial Shipments</b>	<p>This field displays the value of Partial Shipments as per the issued LC and can be amended if required.</p> <p>This field specifies whether or not partial shipments are allowed under the documentary credit.</p> <p>Select the partial shipment details from the drop-down list.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Allowed</b></li> <li>• <b>Conditional</b></li> <li>• <b>Not Allowed</b></li> </ul>
<b>Transshipment</b>	<p>This field displays the value of Transshipments as per the issued LC and can be amended if required.</p> <p>This field specifies whether or not transshipment are allowed under the documentary credit.</p> <p>Select the transshipment details from the drop-down list.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Allowed</b></li> <li>• <b>Conditional</b></li> <li>• <b>Not Allowed</b></li> </ul>
<b>Place Of Taking In Charge</b>	<p>This field displays the value of place of taking in charge as per the issued LC and can be amended if required.</p> <p>This field specifies the details of place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment to be indicated on the transport document.</p> <p>Specify the value for place of taking in charge.</p> <div style="border: 1px solid #0070c0; background-color: #e6f2ff; padding: 10px; margin-top: 10px;"> <p> <b>Note:</b></p> <p>This field is alternate to <b>Port Of Loading</b>. Any of these fields must have value and if both the fields has values, application will display an error message</p> </div>
<b>Port Of Loading</b>	<p>This field displays the value of port of loading as per the issued LC and can be amended if required.</p> <p>This field specifies the port of discharge or airport of destination to be indicated on the transport document.</p> <p>Specify the value for port of loading.</p> <div style="border: 1px solid #0070c0; background-color: #e6f2ff; padding: 10px; margin-top: 10px;"> <p> <b>Note:</b></p> <p>This field is alternate to <b>Place Of Taking In Charge</b>. Any of these fields must have value and if both the fields has values, application will display an error message.</p> </div>

Table 2-11 (Cont.) Availability Shipment - Field Description





Field	Description
<b>Port Of Discharge</b>	<p>This field displays the value of port of discharge as per the issued LC and can be amended if required. Specify the details of the port of discharge or airport of destination to be indicated on the transport document. Specify the value for port of discharge.</p> <p> <b>Note:</b> This field is alternate to <b>Place Of Final Destination</b>. Any of these fields must have value and if both the fields has values, application will display an error message.</p>
<b>Place Of Final Destination</b>	<p>This field displays the value of Place of Final Destination as per the issued LC and can be amended if required. This field specifies the final destination or place of delivery to be indicated on the transport document. Specify the value for place of final destination.</p> <p> <b>Note:</b> This field is alternate to <b>Port Of Discharge</b>. Any of these fields must have value and if both the fields has values, application will display an error message.</p>
<b>Latest Date Of Shipment</b>	<p>This field displays the value of Latest Date of Shipment as per the issued LC and can be amended if required. Select the latest date for loading on board/dispatch/taking in charge as per the issued LC.</p> <p> <b>Note:</b> This field is alternate to <b>Shipment Period</b>. Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.</p>

Table 2-11 (Cont.) Availability Shipment - Field Description

Field	Description
<b>Shipment Period</b>	<p>This field displays the value of shipment period as per the issued LC and can be amended if required. Specify the details of shipment period.</p> <div style="border: 1px solid #0070c0; padding: 10px; background-color: #e6f2ff;"> <p> <b>Note:</b></p> <p>This field is alternate to <b>Latest Date Of Shipment</b>.. Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.</p> </div>
<b>Transport Mode</b>	<p>Select the transportation mode. The options are:</p> <ul style="list-style-type: none"> <li>• <b>Air</b></li> <li>• <b>Sea</b></li> <li>• <b>Road</b></li> <li>• <b>Rail</b></li> <li>• <b>Multimodal</b></li> <li>• <b>Other</b></li> </ul>
<b>Transport Details</b>	Specify the transportation details of shipment.
<b>Description of Goods and/or Services</b>	<p>Specify the <b>Description of Goods and/or Services</b> details based on the description of following table. This field contains a description of the goods and/or services of the issued LC and can be amended if required. Provide the Shipment Details based on the description in the following table:</p>
<b>INCO Terms</b>	Click <b>Search</b> to search and select the INCO terms from the document received.
<b>INCO Terms Description</b>	System displays the description of the INCO term.
<b>Goods Code</b>	Click <b>Search</b> to search and select the goods code. Once you select goods code, value will default in Goods Type and Goods Description.
<b>Goods Type</b>	This field displays the goods type depending on selected goods code.
<b>Goods Description</b>	This field displays the description of goods based on goods code.
<b>No of Units</b>	Specify the number of units being imported or exported.
<b>Price per Unit</b>	Specify the value for price per unit.
<b>Total Amount</b>	System calculates the total price. In case of online request, the system should populate the total amount from incoming request. System validates that the total amount is equal to the value of the transaction (LC/Collection).
<b>Action</b>	<p>Click Edit icon to edit the goods code. Click Delete icon to delete the goods code.</p>

2. Click **Next**.

The task will move to next data segment.

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

Table 2-12 Availability Shipment - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the LC 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>View LC</b>	Click to view the details of the LC.
<b>Incoming Message</b>	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).
<b>Signature</b>	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.
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

**Table 2-12 (Cont.) Availability Shipment - Action Buttons - Field Description**

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	<p>On click of Back, system moves the task back to the previous data segment.</p>
<b>Next</b>	<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 Payment Details

This topic provides the systematic instructions to initiate the Payment Details Scrutiny stage of **Import LC Amendment** request.

1. On **Scrutiny - Payment Details** screen, specify the fields.

**Figure 2-10 Scrutiny - Payment Details**

As part of amendment, user can change the values available in the fields.

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

**Table 2-13 Payment Details- Field Description**

Field	Description
<b>Special Payment conditions for beneficiary</b>	This field displays the value of special payment conditions for beneficiary as per the issued LC and can be amended if required. If any special payment condition has to be provided to beneficiary, the details for the same must be captured in this field. Specify the details of special payment condition to the beneficiary.
<b>Special Payment conditions for receiving bank</b>	This field displays the value of Spl Paymnt Condn - Rec Bank as per the issued LC and can be amended if required. If any special payment condition has to be provided to receiving bank, the details for the same must be captured in this field. This field specifies special payment conditions applicable to the receiving bank without disclosure to the beneficiary, for example, post-financing request/conditions for receiving bank only.
<b>Period for Presentation</b>	This field displays the value of Period for Presentation as per the issued LC and can be amended if required. If the period of presentation is based on any event other than shipment, then you can capture the event name in text along with the number of days in number.

Table 2-13 (Cont.) Payment Details- Field Description


Field	Description
<b>Confirmation Instructions</b>	<p>This field displays the value of Confirmation Instructions as per the issued LC and can be amended if required.</p> <p>Select the confirmation instruction for the LC from the list. The options are:</p> <ul style="list-style-type: none"> <li>• <b>CONFIRM</b></li> <li>• <b>MAY ADD</b></li> <li>• <b>WITHOUT</b></li> </ul> <p>Party type with banks should only be displayed in LOV. The system must display the following:</p> <ul style="list-style-type: none"> <li>• SWIFT code (if available),</li> <li>• Name and address of the bank</li> </ul> <p>On selection of the record, if SWIFT code is available then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p>
<b>Requested Confirmation Party</b>	<p>This field displays the value of Requested Confirmation Party as per the issued LC and can be amended if required.</p> <p>This field is enabled if the <b>Confirmation Instructions</b> is <b>CONFIRM</b> or <b>MAY ADD</b>.</p>
<b>Requested Confirmation Party</b>	<p>Click <b>Search</b> to search and select the appropriate requested confirmation party, in case of online and non-online channels.</p> <p>This field is enabled if the <b>Confirmation Instructions</b> is <b>CONFIRM</b> or <b>MAY ADD</b> and <b>58A - Requested Confirmation Party</b> is <b>Others</b>.</p>
<b>Reimbursing Bank</b>	<p>Click <b>Search</b> to search and select the reimbursing bank. Party type with banks will be displayed in look-up.</p> <ul style="list-style-type: none"> <li>• SWIFT code (if available)</li> <li>• Name and address of the bank</li> </ul> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p> <div style="border: 1px solid #0070c0; padding: 10px; margin-top: 10px;"> <p> <b>Note:</b></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> <p>This field indicates the value of Reimbursing Bank as per the issued LC and can be amended if required.</p>
<b>Reimbursing Bank Charge Type</b>	<p>Select the reimbursing bank charge type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Claimants</b> - Select this option, if the charges are to be claimed from Beneficiary</li> <li>• <b>Ours</b> - Select this option, if the charges are to be borne by Applicant</li> </ul> <p>This field should be enabled only if Reimbursing Bank field has value.</p>
<b>Reimbursing Bank Charge Details</b>	Specify the reimbursing bank charge details.



Table 2-13 (Cont.) Payment Details- Field Description

Field	Description
<b>Advise Through Bank</b>	This field displays the value of advising through bank in case of online channel and can be amended if required. Click <b>Search</b> to search and select the advise through bank, in case of Non - Online channel.  Party type with banks will be displayed in look-up. <ul style="list-style-type: none"> <li>• SWIFT code (if available)</li> <li>• Name and address of the bank</li> </ul> On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.
<b>Instructions to P/A/N Bank</b>	This field displays the value of Instructions to P/A/N Bank as per the issued LC and can be amended if required. Click <b>Search</b> to search and select the instructions to P/A/N Bank, in case of Non - Online channel.
<b>Sender to Receiver Information-707</b>	This field displays the value of Sender to Receiver Information (FFT Details) as per the issued LC and can be amended if required Click <b>Search</b> to search and select the sender to receiver information, in case of Non - Online channel.
<b>Charges</b>	Specify the charges details(FFT), in case of non-online channel. Charge Description as maintained in FFT will be available. User can modify the description.
<b>Amendment Charges Payable by</b>	This field specifies the party who bear the amendment charges. Select the value for Amendment Charges Payable by. The options are: <ul style="list-style-type: none"> <li>• <b>APPLICANT</b></li> <li>• <b>BENEFICIARY</b></li> <li>• <b>OTHERS</b></li> </ul>
<b>Narrative</b>	Specify the narrative.
<b>Sender to Receiver Information - MT747</b>	Select the FFT maintained for MT740 and change the description if required.
<b>Narrative - MT747</b>	Select the FFT maintained for Narrative- MT747 and change the description if required, if Reimbursement bank field has value.

2. Click **Next**.

The task will move to next data segment.

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

Table 2-14 Payment Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.

Table 2-14 (Cont.) Payment Details - Action Buttons - Field Description

Field	Description
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signature</b>	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.
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

**Table 2-14 (Cont.) Payment Details - Action Buttons - Field Description**

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	<p>On click of Back, system moves the task back to the previous data segment.</p>
<b>Next</b>	<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>

## 2.3.4 Amendment Details

This topic provides the systematic instructions to capture the Amendment Details.

This section lists the amendments made to the issued LC. The amendment details table displays the amended value and the value prior to the amendment of the amended fields in two different columns to enable Scrutiny user to identify the modifications made to the issued LC.

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

**Figure 2-11 Amendment Details**

Import LC Amendment Scrutiny :: Application No:- PK2ILCA000005177

Clarification Details Documents Remarks Overrides Customer Instruction Incoming Message View LC Signatures

Main Details Availability Shipment Payment Details Amendment Details Additional Fields Additional Details Summary

Amendment Details

LC Amendment Details

Field Name	Amended Value	Value as per LC
submissionMode	Online	
appSubmittedVia	Online	
autoClosure		BY MIXED PAYMENT
revolvingDetails		[object Object]
44A-Place of Taking in Charge	London	

Page 1 of 3 (1-5 of 14 items) |< < 1 2 3 > >|

Other Fields

Field Name View Changes

No data to display.

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

Party Details

Party Type	Party ID	Party Name	Customer Ref No	Address 1	Address 2	Country	Status	View Changes
No data to display.								

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

Goods Details

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Status	View Changes
No data to display.						

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

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Next

2. Click **Next**.

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

**Table 2-15 Amendment Details - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the Import LC 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.

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

Field	Description
<b>Customer Instructions</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>
<b>Clarification Details</b>	Click to open a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.
<b>Incoming Message</b>	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).
<b>Signature</b>	<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>
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	<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>
<b>Reject</b>	<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"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> <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 2-15 (Cont.) Amendment Details - Action Buttons - Field Description**

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to the previous data segment.
<b>Next</b>	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.

Banks can configure user defined fields as per their requirement in the Additional Fields screen.

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

Table 2-16 Additional Fields - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signatures</b>	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.
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

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

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to the previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.3.6 Additional Details

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


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



Figure 2-13 Additional Details

Import LC Amendment Scrutiny :: Application No:- PK2ILCA000005177

Clarification Details Documents Remarks Overrides Customer Instruction Incoming Message View LC Signatures

Main Details Availability Shipment Payment Details Amendment Details Additional Fields Additional Details Summary

Additional Details Screen(6/7)

Limits and Collaterals	Commission, Charges and taxes	FX Linkage
Contribution Currency: Amount to Earmark : Limit Status : Collateral Currency : <b>GBP</b> Collateral Contribution: Collateral Status : Deposit Linkage Curre: Deposit Linkage Amou:	Charge : Commission : <b>GBP 50.00</b> Tax : Block Status : <b>Not Initiated</b>	FX Reference Number: Contract Currency : FX Linked Amount :

Audit Request Clarification Reject Refer Hold Cancel Save & Close Back Next

### Limits and Collaterals

Provide the Limit Details based on the description in the following table.

**Limits and Collaterals**

Limit Details

Customer ID	Linkage Type	Liability Number	Line Id/Linkage Ref No	Line Serial	Contribution %	Contribution Currency	Amount to Earmark	Limit Check Response	Response Message	View
No data to display.										

Cash Collateral Details

Collateral Percentage: 20.0

Collateral Currency and amount: GBP, £3,300.00

Exchange Rate: 1.0

Settlement Account Currency	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount in Account...	Account Balance Check...	Response Message	View
	PK20010440017	1	100	3300			The amount block can be performed as the account has sufficient balance.	1

Deposit Linkage Details

Deposit Account	Deposit Currency	Deposit Maturity Date	Transaction Currency	Deposit Available In Transaction Currency	Linkage Amount(Transaction Currency)	Edit	Delete
PK2CDP1221100002	GBP	April 20, 2023	GBP	15408.72	11055	PK2CDP1221100002	

Page 1 of 1 (1 of 1 items) Save & Close Cancel

Figure 2-14 Limit Details

### Limit Details

<b>Customer Id</b> 001044	<b>Linkage Type</b> Facility
<b>Contribution %</b> 100.0	<b>Liability Number</b> 001044
<b>Contribution Currency</b> USD	<b>Line Id/Linkage Ref No</b> 001044_US
<b>Limit/Liability Currency</b> USD	<b>Limits Description</b> 
<b>Limit Check Response</b> Available	<b>Amount to Earmark</b> \$10.00
<b>Expiry Date</b> 	<b>Limit Available Amount</b> \$999,378,010.18
<b>Response Message</b> Balance available of USD 999378010.18	<b>ELCM Reference Number</b> 

Verify Save & Close Close

Figure 2-15 Collateral Details

### Collateral Details

<b>Total Collateral Amount</b>	£3,300.00	<b>Collateral Amount to be Collected</b>	
<b>Sequence Number</b>	1.0	<b>Collateral Split %</b>	100.0
<b>Collateral Contribution Amount</b>	£3,300.00	<b>Settlement Account</b>	PK20010440017
<b>Settlement Account Currency</b>	GBP	<b>Exchange Rate</b>	1.0
<b>Contribution Amount in Account Currency</b>	£3,300.00	<b>Account Available Amount</b>	£999,999,996,998,208,000.00
<b>Response</b>	VS	<b>Response Message</b>	The amount block can be performed as the account has sufficient balance.

Figure 2-16 Deposit Linkage Details

### Deposit Linkage Details

<p><b>Customer Id</b></p> <input style="width: 90%;" type="text" value="001044"/> <input style="float: right;" type="button" value="Q"/>	<p><b>Deposit Account</b></p> <input style="width: 90%;" type="text" value="PK2CDP1221100002"/> <input style="float: right;" type="button" value="Q"/>
<p><b>Deposit Branch</b></p> <input style="width: 90%;" type="text" value="PK2"/>	<p><b>Deposit Available Amount</b></p> <input style="width: 45%;" type="text" value="GBP"/> <input style="width: 45%; text-align: right;" type="text" value="£15,408.72"/>
<p><b>Deposit Maturity Date</b></p> <input style="width: 90%;" type="text" value="April 20, 2023"/> <input style="float: right;" type="button" value="Calendar"/>	<p><b>Exchange Rate</b></p> <input style="width: 90%;" type="text" value="1"/>
<p><b>Deposit Available In Transaction Currency</b></p> <input style="width: 45%;" type="text" value="GBP"/> <input style="width: 45%; text-align: right;" type="text" value="15,408.72"/>	<p><b>Linkage Percentage %</b></p> <input style="width: 90%;" type="text" value="67.0"/> <input style="float: right;" type="button" value="v"/> <input style="float: right;" type="button" value="^"/>
<p><b>Linkage Amount(Transaction Currency)</b></p> <input style="width: 45%;" type="text" value="GBP"/> <input style="width: 45%; text-align: right;" type="text" value="£11,055.00"/>	

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

Table 2-17 Limit Details - Field Description

Field	Description
<b>View Link</b>	Click View link to view the limit details.
<b>Limit Details</b>	Below fields are displayed on the Limit Details pop-up screen, if the user clicks <b>View</b> link.
<b>Customer ID</b>	Read only field. This field displays the applicant's/applicant bank customer ID defaulted from the application.
<b>Linkage Type</b>	Read only field. T linkage type. Linkage type can be: <ul style="list-style-type: none"> <li>• <b>Facility</b></li> <li>• <b>Liability</b></li> </ul>

Table 2-17 (Cont.) Limit Details - Field Description


Field	Description
<b>Contribution %</b>	Read only field. System will default this to 100%. Once contribution % is provided, system will default the amount. System to validate that if Limit Contribution% plus Collateral% is equal to 100. If the total percentage is not equal to 100 application will display an alert message.
<b>Liability Number</b>	Read only field. This field displays the Liability Number.
<b>Contribution Currency</b>	Read only field. This field displays the contribution currency.
<b>Line ID/ Linkage Ref No</b>	Read only field. This field displays the Line ID 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.  <div style="border: 1px solid #0070C0; padding: 5px; background-color: #E6F2FF;"> <p> <b>Note:</b></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> This field is disabled and read only, if <b>Linkage Type</b> is <b>Liability</b> .
<b>Limit/ Liability Currency</b>	Read only field. Limit Currency will be defaulted in this field.
<b>Limits Description</b>	Read only field. This field displays the limits description.
<b>Limit Check Response</b>	Read only field. This field displays the limit check response.
<b>Amount to Earmark</b>	Read only field. Amount to earmark will default based on the contribution %.
<b>Expiry Date</b>	Read only field. This field displays the date up to which the Line is valid.
<b>Limit Available Amount</b>	Read only field.  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.
<b>Response Message</b>	Read only field.  This field displays the detailed response message.
<b>ELCM Reference Number</b>	Read only field. This field displays the ELCM reference number.

Table 2-17 (Cont.) Limit Details - Field Description

Field	Description
<b>Limit Details</b> grid	Below fields appear in the Limit Details grid along with the above fields.
<b>Line Serial</b>	Read only field.  Displays the serial of the various lines available and mapped under the customer id.
<b>View</b>	Click the link to view the Limit Details.
<b>Cash Collateral Details</b>	This section displays the cash collateral details.
<b>Collateral Percentage</b>	Read only field. System populates the Collateral % maintained in the Customer / Product for the counter party of the contract.
<b>Collateral Currency and amount</b>	Read only field. System populates the contract currency as collateral currency by default.
<b>Exchange Rate</b>	Read only field. System populates the exchange rate maintained.  System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.
<b>View</b>	Click <b>View</b> link to view the existing collateral details.
<b>Cash Collateral Details</b> pop-up screen	Below fields are displayed on the <b>Cash Collateral Details</b> pop-up screen, if the user clicks plus icon.
<b>Total Collateral Amount</b>	Read only field. This field displays the total collateral amount provided by the user.
<b>Collateral Amount to be Collected</b>	Read only field. This field displays the collateral amount yet to be collected as part of the collateral split.
<b>Sequence Number</b>	Read only field. The sequence number is auto populated with the value, generated by the system.
<b>Collateral Split %</b>	Read only field. Displays the collateral split% to be collected against the selected settlement account.
<b>Collateral Contribution Amount</b>	Read only field. Collateral contribution amount will get defaulted in this field. 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.
<b>Settlement Account</b>	Read only field. Displays the settlement account for the collateral
<b>Settlement Account Currency</b>	Read only field. This field displays the settlement account currency and will be auto-populated based on the Settlement Account.
<b>Exchange Rate</b>	Read only field. This field displays the exchange rate, if the settlement account currency is different from the collateral currency.

Table 2-17 (Cont.) Limit Details - Field Description


Field	Description
<b>Contribution Amount in Account Currency</b>	Read only field. This field displays the contribution amount in the settlement account currency as defaulted by the system.
<b>Account Available Amount</b>	Read only field. System populates the account available amount.
<b>Response</b>	Read only field. System populates the response.
<b>Response Message</b>	Read only field. System populates the response message.
<b>Cancel</b>	Click to cancel the entry.
<b>Cash Collateral Details</b> grid	Below fields appear in the <b>Cash Collateral Details</b> grid along with the above fields.
<b>Collateral %</b>	Read only field. Displays 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.
<b>Contribution Amount</b>	Read only field. 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.
<b>Account Balance Check Response</b>	Read only field. This field displays the account balance check response.
<b>View</b>	Click <b>View</b> link to view the collateral details.
<b>Deposit Linkage Details</b>	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.  <div style="border-left: 2px solid #0070C0; padding-left: 10px; margin: 10px 0;"> <p> <b>Note:</b></p> <p>New deposit linkage is added in active Import LC amendment (with/without beneficiary confirmation) and amendment where LC status is "closed" and the LC is being reopened (with/without beneficiary confirmation).</p> </div> <p>Below fields are displayed on the <b>Deposit Linkage Details</b> pop-up screen, if the user clicks plus icon.</p>
<b>Customer ID</b>	Click <b>Search</b> to search and select the customer ID .

Table 2-17 (Cont.) Limit Details - Field Description

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

- 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.



**Commission, Charges and Taxes**

Recalculate    Redefault

▼ **Commission Details**

Component	Rate	Mod. Rate	CCY	Amount	Modified	Defer	Waive	Split	Charge Party	Settl. Account	Amend
LCCOURAMNV	1		GBP		£50.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Yes
LCSWIFTAVM	1		GBP		£0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Yes

Page 1 of 1 (1-2 of 2 Items) |< < 1 > >|

▼ **Charge Details**

Component	Tag currency	Tag Amount	CCY	Amount	Modified	Billing	Defer	Waive	Split	Charge Party	Settl. Account
No data to display.											

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

▼ **Tax Details**

Component	Type	Value Date	CCY	Amount	Billing	Defer	Settl. Account
No data to display.							

▼ **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 Exchange Rate	Party Type	Customer	AR-AP Tracking	Loan/Finance Account	Net Rat
No data to display.													

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

Save & Close    Cancel

Figure 2-17 Split Settlement Details

### Split Settlement Details

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

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

Table 2-18 Commission, Charges and Taxes - Field Description

Field	Description
<b>Commission Details</b>	This section displays the commission details. By default, all the charges, commission and margin are collected from the counter-party.
<b>Component</b>	Displays the commission component. Click the link to view the commission component details.

Table 2-18 (Cont.) Commission, Charges and Taxes - Field Description





Field	Description
<b>Rate</b>	Displays the rate that is defaulted from product. The commission rate, if available in Back Office defaults in OBTFPM. 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.
<b>Mod. Rate</b>	From the default value, if the rate is changed the value gets updated in this field.
<b>Currency</b>	Displays the currency in which the commission have to be collected.
<b>Amount</b>	Displays the amount that is maintained under the product code. The commission rate, if available in Back Office defaults in OBTFPM. 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 OBTFPM.  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.
<b>Modified</b>	From the default value, if the amount is changed, the value gets updated in the modified amount field.
<b>Defer</b>	Switch to  for charges/commissions has to be deferred and collected at any future step.
<b>Waive</b>	Switch to  to waive the charges/commissions. 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.
<b>Split</b>	Switch to  for splitting the Commission.  Switch to  if splitting of commission is not required.
<b>Charge Party</b>	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
<b>Settl. Account</b>	The settlement account.
<b>Amend</b>	Displays if the field is amendable or not.
<b>Charge Details</b>	This section displays the charge details.
<b>Component</b>	Displays the charge component type.
<b>Tag Currency</b>	Displays the tag currency in which the charges have to be collected.
<b>Tag Amount</b>	Displays the tag amount that is maintained under the product code.
<b>Currency</b>	Displays the currency in which the charges have to be collected.
<b>Amount</b>	This field displays the amount that is maintained under the product code.
<b>Modified</b>	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.

Table 2-18 (Cont.) Commission, Charges and Taxes - Field Description















Field	Description
<b>Billing</b>	 <p>Switch to  to make the details available for billing engine for further processing, if charges are handled by separate billing engine. 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 OBTFPM.</p> <p>The user can not enable/disable the option, if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>
<b>Defer</b>	 <p>Switch to  to defer the charges and collect at any future step. 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 OBTFPM.</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>
<b>Waive</b>	 <p>Switch to  to waive the charges. Based on the customer maintenance, the charges should be marked for Billing or for Defer.</p> <p>This field is disabled, if <b>Defer</b> toggle is enabled.</p>
<b>Split</b>	 <p>Switch to  for splitting the Commission.</p>  <p>Switch to , if splitting of commission is not required.</p>
<b>Charge Party</b>	Displays the charge party. By default the charge party is 'Applicant'.
<b>Settlement Account</b>	Click <b>Search</b> icon to search and select the settlement account.
<b>Tax Details</b>	This section displays the tax details. The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges/commission will be available on click of Re-Calculate button or on hand off to back-end system.
<b>Component</b>	Displays the tax component.
<b>Type</b>	Displays the type of tax component.
<b>Value Date</b>	Displays the value date of tax component.
<b>Ccy</b>	Displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
<b>Amount</b>	Displays the tax amount based on the percentage of commission maintained. The user can edit the tax amount, if applicable.
<b>Billing</b>	 <p>Switch to  to make the details available for billing engine for further processing, if taxes are handled by separate billing engine. This field is disabled, if 'Defer' toggle is enabled.</p>

Table 2-18 (Cont.) Commission, Charges and Taxes - Field Description

Field	Description
<b>Defer</b>	<p>Switch to  to defer the taxes and collect at any future step.</p> <p>Switch to  if you do not want to defer the taxes.</p> <p>On disabling the user has to click on 'Recalculate' charges button for re-simulation.</p>
<b>Settl. Account</b>	System defaults the settlement account. The user can modify the settlement account.
<b>Split Settlement</b>	This section displays the Split Settlement. This section is displayed if the user clicks on the Recalculate button to fetch the Split Settlement details from Backoffice. The default parties in Split row should be fetched from OBTF.
<b>Select</b>	The option to select the split settlement record.
<b>Component</b>	Displays the split component type eligible for Split .
<b>Currency</b>	Displays the currency of split settlement.
<b>Amount</b>	Displays the amount of split settlement.
<b>Split Settlement Details</b>	This section displays the Split Settlement details. Split Settlement details section appears from Back office, when the user clicks on the Recalculate button.
<b>Sequence</b>	Displays the sequence number is auto populated with the value, generated by the system.
<b>Component</b>	Displays the split component type eligible for Split.
<b>Amount</b>	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.
<b>Customer</b>	Indicates the ID of the Customer in Split Settlement Details section.
<b>GL Account</b>	The system defaults the GL account.
<b>Account</b>	The system defaults the Settlement account. User can modify the settlement account. System initiates a call to common core tables within OBTFPM to select the account.
<b>Account Currency</b>	This field defaults the currency of the account.
<b>Branch</b>	Indicates the branch of the customer where transaction is getting processed.
<b>Percentage</b>	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.
<b>Exchange Rate</b>	System populates the exchange rate maintained.
<b>Original Exchange Rate</b>	Displays the Original Exchange Rate as simulated in split settlement details section.
<b>Party Type</b>	Displays the party type in split settlement details section.
<b>Negotiation Reference</b>	Specify the negotiation reference number.

**Table 2-18 (Cont.) Commission, Charges and Taxes - Field Description**

Field	Description
<b>AR-AP Tracking</b>	Indicates to defer the charge/ commission in Split Settlement Details section. The user can modify the AR-AP Tracking flag as per the requirements.
<b>Loan/Finance Account</b>	Displays the loan account.
<b>Negotiation Rate</b>	Displays the negotiation rate.
<b>Negotiation Reference</b>	Displays the negotiation reference.

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

### **FX Linkage**

This section enables the user to link the existing FX contract(s) to the Bill. User can link one or more FX deals to a bill. The linked value of an FX deal(s) must not exceed the value of the bill.

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

Following are the features of FX Linkage in BC.

- FX linkage cannot be linked at Bills at initial stage.
- When a bill is drawn under LC, the details of forward contract linked as a part of the LC, will be defaulted at bill.
- Linked amount will be defaulted against the corresponding FX sequentially.
- User can delink or modify the defaulted FX details at in the Bill.
- Bill maturity date should be greater than or equal to FX Value date.
- Sum of Linked amount will not be greater than Bill contract amount.
- Linked amount will not be greater than the available amount for linkage.
- Current Utilized amount will display the liquidated/purchased/discounted/negotiated amount of Bill contract. It cannot go beyond the linked FX amount.
- When a bill is drawn under LC, delink of FX at BC is allowed only if the linked FX is not utilized by the bill.
- Multiple forward FX contract could be linked and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. The same will be populated in the Average FX Rate.

**FX Linkage**

FX Linkage

FX Reference Number	Bought Currency	SOLD Currency	Available Contract Amount	Rate	Linked Amount	Total Utilized Amount	FX Expiry Date	Action
000FNDF20076A9N9			£4,000.00	1.35	£4,000.00		March 19, 2020	

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

Average FX Rate  
0

Save & Close Cancel

**FX Linkage**

FX Reference Number: 000FNDF20076A9N9

Currency: USD

Contract Amount: USD \$4,000.00

Available FX Contract Amount: USD \$4,000.00

Linkage Amount: USD \$4,000.00

Rate: 1.35

FX Amount in Local Currency: £2,962.96

FX Expiry Date: March 19, 2020

FX Delivery Period From: [Calendar Icon]

FX Delivery Period To: [Calendar Icon]

Save & Close Close

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

**Table 2-19 FX Linkage - Field Description**

Field	Description
<b>FX Details</b>	Below fields are displayed on the <b>FX Linkage</b> pop-up screen, if the user clicks the plus icon.

Table 2-19 (Cont.) FX Linkage - Field Description

Field	Description
<b>FX Reference Number</b>	<p>Click <b>Search</b> to search and select the FX contract reference number. On select and save and close, system defaults the available amount, bot currency, sold currency and rate. Forward FX Linkage available for selection at bill would be as follows,</p> <ul style="list-style-type: none"> <li>Counterparty of the FX contract should be the counterparty of the Bill contract.</li> <li>Active Forward FX transactions authorized not marked for auto liquidation.</li> </ul> <p>Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.</p>
<b>Currency</b>	<p>Read only field. This field displays the FX SOLD currency from the linked FX contract.</p>
<b>Contract Amount</b>	<p>This field displays the FX SOLD currency and Amount. The user can change the currency.</p>
<b>Available FX Contract Amount</b>	<p>Read only field. This field displays the available FX contract amount. The value is from the "Available Amount" in FXDLINKG screen in OBTR. Available Amount SOLD currency and Amount is displayed.</p>
<b>Linkage Amount</b>	<p>System defaults the amount available for linkage. The Linkage amount should default the LC Contract Currency and allowed to change the linkage amount alone. The validation "Sum of Linked amount will not be greater than contract amount" or "Linkage amount will not be greater than the available amount for linkage" should be triggered on save of the FX linkage screen when trying to link the single FX or multiple FX.</p>
<b>Rate</b>	<p>Read only field. This field displays the rate at which the contract is booked.</p>
<b>FX Amount in Local Currency</b>	<p>Read only field. This field displays the FX amount in local currency. The value is defaulted as FX BOT currency and Amount from FXDTRONL</p>
<b>FX Expiry Date</b>	<p>Read only field. This field displays the expiry date from the linked FX contract.</p>
<b>FX Delivery Period - From</b>	<p>Read only field. This field displays the date from which the contract is valid for utilization.</p>
<b>FX Delivery Period - To</b>	<p>Read only field. This field displays the date to which the contract is valid for utilization.</p>
<b>FX Linkage grid</b>	<p>Below fields appear in the FX linkage grid along with the above fields.</p>
<b>Bought Currency</b>	<p>Read only field. This field displays the currency from the linked FX contract.</p>
<b>Sold Currency</b>	<p>Read only field. This field displays the currency from the linked FX contract.</p>
<b>Available Contract Amount</b>	<p>Read only field. Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.</p>



**Table 2-19 (Cont.) FX Linkage - Field Description**

Field	Description
<b>Linked Amount</b>	Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.
<b>Total Utilized Amount</b>	Read only field. This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version. The value is Total Utilized Amount SOLD currency and Amount for Import LC/Guarantee Issuance from FXDLINKG .
<b>Average FX Rate</b>	Read only field. Multiple forward FX contract could be linked, and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate.
<b>Action</b>	Click Edit icon to edit the FX details.  Click Delete icon to delete the FX details.

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

The task will move to next data segment.

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

**Table 2-20 Additional Details - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.

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

Field	Description
<b>Customer Instructions</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signatures</b>	<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>
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	<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>
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>

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

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

## 2.3.7 Summary

This topic provides the systematic instructions to view the summary of import LC amendment.

User can review the summary of details updated in Scrutiny stage of Import LC Amendment request.

Log in to Oracle Banking Trade Finance Process Management (OBTfPM) system to see the Summary tiles. 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 the 3 dots on any tile to view the details.

**Figure 2-18 Summary**

### Tiles Displayed in Summary

- Main Details - User can view and modify details about application details and LC details, if required.
- Available Shipment Details - User can view and modify availability and shipment details, if required.
- Payments Details - User can view and modify all details related to payments, if required.

- Amendment Details - User can view the amended details of issued LC.
- Additional Fields - User can view and modify the details of additional fields, if required.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges & Taxes - User can view and modify charge details, if required.
- Revolving Details - User can view revolving details on revolving LC, if applicable.
- FX Linkage Details - User can view FX the linkage details.

2. Click **Submit**.

The task will move to next logical stage.

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

**Table 2-21 Summary - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.

Table 2-21 (Cont.) Summary - Action Buttons - Field Description

Field	Description
<b>Signatures</b>	<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>
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	<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>
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Submit</b>	<p>Task will get moved to next logical stage of Import LC amendment. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. In case of duplicate documents' system will terminate the process after handing off the details to back office.</p>

## 2.4 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of import LC amendment request.

On successful completion of Registration of an Import LC amendment, the task moves to Data Enrichment stage. As part of Data Enrichment, user can enter/update basic details of the incoming request.

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

1. On **Home** screen, click, **Task**.
2. Under **Task**, click **Free Task**.

**Figure 2-19**

Acquire and Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Medium	Import LC Amendment	PK2ILCA000005177	PK2ILCA000005177	DataEnrichment	22-04-20
<input type="checkbox"/>	High	Import LC Issuance	PK2ILCI000051404	PK2ILCI000051404	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Import LC Issuance	PK2ILCI000004849	PK2ILCI000004849	DataEnrichment	22-04-20
<input type="checkbox"/>	High	Import LC Issuance	PK2ILCI000062659	PK2ILCI000062659	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063178	PK2CGRM000063178	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063173	PK2CGRM000063173	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063171	PK2CGRM000063171	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063170	PK2CGRM000063170	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063169	PK2CGRM000063169	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063167	PK2CGRM000063167	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063163	PK2CGRM000063163	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063161	PK2CGRM000063161	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063150	PK2CGRM000063150	Handoff RetryTask	22-04-20

The **Free Task** screen appears.

3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.
4. The acquired task will be available in **My Tasks** tab. Click **Edit** to scrutinize the registered task.

Figure 2-20 My Task

Menu Item Search...	My Tasks	Refresh	Release	Escalate	Delegate	Flow Diagram			
<input type="checkbox"/>	Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date		
<input checked="" type="checkbox"/>	Edit	Medium	Import LC Amendment	PK2ILCA000005177	PK2ILCA000005177	DataEnrichment	22-04-20		
<input type="checkbox"/>	Edit	Medium	Export LC Advise	PK2ELCA0000050630	PK2ELCA0000050630	Reject Approval	22-04-20		
<input type="checkbox"/>	Edit	Medium	Import LC Issuance Isl...	PK2IILI000004226	PK2IILI000004226	DataEnrichment	22-04-20		
<input type="checkbox"/>	Edit	Medium	Import LC Issuance	PK2ILCI0000063140	PK2ILCI0000063140	Registration	22-04-20		
<input type="checkbox"/>	Edit	Medium	Import LC Issuance	PK2ILCI000001257	PK2ILCI000001257	Approval Task Level 1	22-04-20		
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA0000062996	PK2IELA0000062996	DataEnrichment	22-04-20		
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA0000062997	PK2IELA0000062997	DataEnrichment	22-04-20		
<input type="checkbox"/>	Edit	Medium	Export LC Drawing	PK2ELCD0000063038	PK2ELCD0000063038	Scrutiny	22-04-20		
<input type="checkbox"/>	Edit	Medium	Export LC Transfer Clo...	PK2IELT0000062981	PK2IELT0000062981	DataEnrichment	22-04-20		
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI0000062954	PK2ILCI0000062954	Scrutiny	22-04-20		
<input type="checkbox"/>	Edit	Medium	Import Documentary ...	PK2IDCB0000062933	PK2IDCB0000062933	Limit Earmark Exception A...	21-05-05		
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI000005595	PK2ILCI000005595	DataEnrichment	22-04-20		
<input type="checkbox"/>	Edit	Medium	Guarantee SBLC Advis...	PK2GADC0000062548	PK2GADC0000062548	Approval Task Level 1	22-04-20		

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

- [Main Details](#)
- [Availability Shipment](#)
- [Documents and Conditions](#)
- [Payment Details](#)
- [Amendment Details](#)
- [Additional Fields](#)
- [Advices](#)
- [Additional Details](#)
- [Settlement Details](#)
- [Summary](#)

Let's look at the details for Data Enrichment stage. User can enter/update basic details of the incoming request. Do the following steps to acquire a task at Data Enrichment stage.

- [Main Details](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of **Import LC Amendment** request.
- [Availability Shipment](#)  
This topic provides the systematic instructions to capture the availability and shipment details.
- [Documents and Conditions](#)  
This topic provides the systematic instructions to capture the details of the documents received.
- [Payment Details](#)  
This topic provides the systematic instructions to initiate the Payment Data Enrichment stage of **Import LC amendment** request.
- [Amendment Details](#)  
This topic provides the systematic instructions to capture the amendment details.

- [Additional Fields](#)  
This topic provides the systematic instructions to capture the additional fields.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details
- [Settlement Details](#)  
This topic provides the systematic instructions to capture the settlement details of import LC amendment request.
- [Advices](#)  
This topic provides the systematic instructions to capture the advices details.
- [Summary](#)  
This topic provides the systematic instructions to view the summary of import LC amendment request.

## 2.4.1 Main Details

This topic provides the systematic instructions to initiate the Data Enrichment stage of **Import LC Amendment** request.

Main details section has two sub section as follows:

- Application Details
- LC Details

### **Application Details**

All fields displayed under Basic details section, would be read only except **Priority** and **Beneficiary Consent**.

1. On **Data Enrichment - Main Details** screen, specify the fields, if any.

**Figure 2-21 Data Enrichment - Main Details - Application Details**



**Import LC Amendment DataEnrichment :: Application No- PK2ILCA000005177**

Clarification Details Documents Remarks Overrides Customer Instruction Incoming Message View LC Signatures

Screen(1/10)

**Main Details**

- Availability Shipment
- Documents and Condit...
- Payment Details
- Amendment Details
- Additional Fields
- Advices
- Additional Details
- Settlement Details
- Summary

**Main Details**

Application Details

20 - Documentary Credit Number: PK2ILSN22110A6P5

Received From Party: Applicant

Received From - Customer ID: 001044

Received From - Customer Name: GOODCARE PLC

Branch: [Dropdown]

Amendment No: 1

Process Reference Number: PK2ILCA000005177

Priority: Medium

Submission Mode: Online

Application Date: April 20, 2022

Customer Reference Number: [Empty]

User Reference Number: PK2ILSN22110A6P5

Beneficiary Consent:

**LC Details**

Revolving:

LC Type: Sight

Product Code: ILSN

Product Description: Import LC Sight Non Revolving

Advising Bank: 001041 WELLS FAF

40A - Form of Documentary Credit: IRREVOCABLE

31C - Date of Issue: April 20, 2022

40E - Applicable Rules: UCPURR LATEST VERSION

Date of Expiry: July 19, 2022

31D - Place of Expiry: PUNE

51A - Applicant Bank: 003763 CITIBANK I

Applicant: 001044 GOODCARI

Beneficiary: 001043 MARKS AN

Accountee: [Empty]

32B - Currency Code, Amount: GBP £50,000.00

39A - Percentage Credit Amount Tolerance: 0 / 0

Limits/Collateral Required:

39C - Additional Amount Covered: [Empty]

Amount In Local Currency: GBP £50,000.00

Back to Back LC:

Closure Date: July 19, 2022

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Next

For more information on fields, refer [Table 2-7](#) of **Scrutiny** stage.

### LC Details

The fields listed under this section are same as the fields listed under the LC Details section in **Scrutiny** stage.

**Figure 2-22 LC Details**

**Main Details**

- Availability Shipment
- Documents and Condit...
- Payment Details
- Amendment Details
- Additional Fields
- Advices
- Additional Details
- Settlement Details
- Summary

**LC Details**

Revolving:

LC Type: Sight

Product Code: ILSN

Product Description: Import LC Sight Non Revolving

Advising Bank: 001041 WELLS FAF

40A - Form of Documentary Credit: IRREVOCABLE

31C - Date of Issue: April 20, 2022

40E - Applicable Rules: UCPURR LATEST VERSION

Date of Expiry: July 19, 2022

31D - Place of Expiry: PUNE

51A - Applicant Bank: 003763 CITIBANK I

Applicant: 001044 GOODCARI

Beneficiary: 001043 MARKS AN

Accountee: [Empty]

32B - Currency Code, Amount: GBP £50,000.00

39A - Percentage Credit Amount Tolerance: 0 / 0

Limits/Collateral Required:

39C - Additional Amount Covered: [Empty]

Amount In Local Currency: GBP £50,000.00

Back to Back LC:

Closure Date: July 19, 2022

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Next

For more information on fields, refer [Table 2-8](#) of **Scrutiny** stage.

2. Click **Next**.

The task will move to next data segment.

**Table 2-22 Main Details - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	<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>
<b>Remarks</b>	<p>Specify any additional information regarding the LC amendment. 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>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>View LC</b>	Click to view the details of the LC.
<b>Signatures</b>	<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>
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	<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>

Table 2-22 (Cont.) Main Details - Action Buttons - Field Description

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Next</b>	<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>
<b>Checklist</b>	<p>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.</p>

## 2.4.2 Availability Shipment

This topic provides the systematic instructions to capture the availability and shipment details.

User can enter/update Availability, Shipment and Goods details of an **Import LC Amendment** request for the different fields under the respective data segments.

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

**Figure 2-23 Availability Shipment**

For more information on fields, refer [Table 2-11](#) of **Scrutiny** stage.

**2. Click Next.**

The task will move to next data segment. For more information refer [Documents and Conditions](#) .

## 2.4.3 Documents and Conditions

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

As part of document and conditions screen in DE stage, user must provide the required documents and additional conditions (if applicable) in this section. Document and Conditions section has two sub section as follows:

- Documents Details
- LC Details.

### Document Details

Based on the 'Product' selected, Application will default the documents required under the LC. User can edit the details, delete an existing document and also add additional documents to the defaulted list.



**Note:**

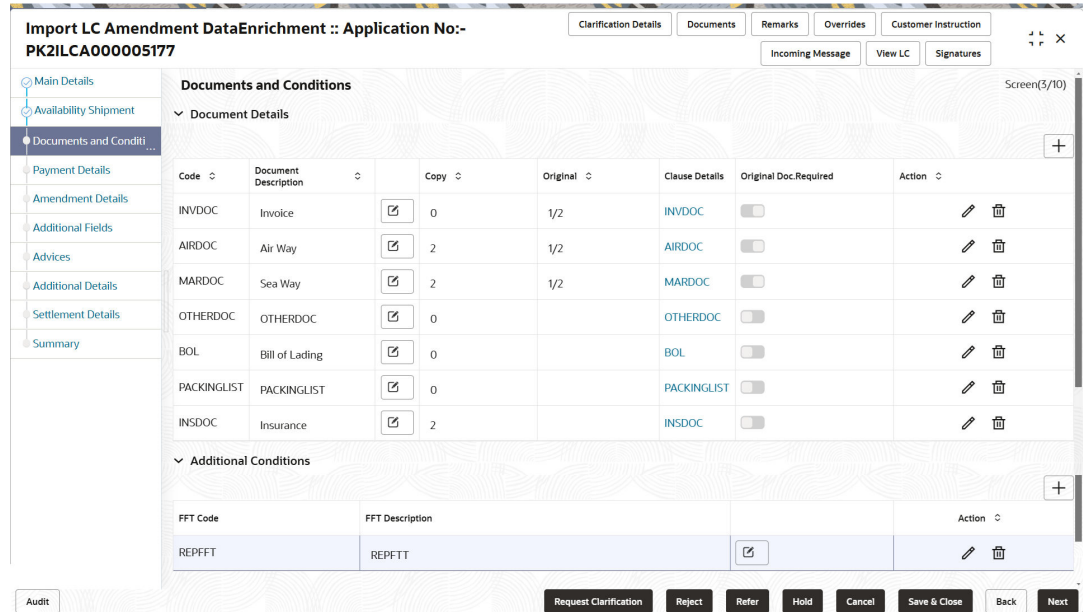
Insurance document is available in Documents Details section, if value in the 'INCO Term' field is not 'CFR', 'FOB', 'FCA', 'FAS' or 'EXW' in the Availability stage. If not system gives the warning message.

Online Channel - System will default the details received in the Description column. Based on the details populated, user can pick corresponding values for document code, originals and copy.

Non Online Channel - User can further edit (add or remove) the documents or document description as per requirement. Application will display an alert message, if both 'Bill Of lading' and 'Airway Bill' are chosen.

1. On **Data Enrichment - Document and Conditions** screen, specify the fields.

**Figure 2-24 Data Enrichment - Documents and Conditions**



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

**Table 2-23 Documents and Conditions - Field Description**

Field	Description
<b>Document Details</b>	Specify the document details based on the description of following table. Click + to add multiple <b>Document Details</b> .
<b>Code</b>	Click <b>Search</b> to search and select the document code based on the document received.  User can add or delete the code by deleting the line on the grid.
<b>Document Description</b>	System displays the document description based on the document code selection. User can edit the description by clicking the edit icon.
<b>Copy</b>	Specify the number copies received from the Drawer. User can edit the actual copies received.
<b>Original</b>	Specify the number of original documents received from the Drawer. User can edit the actual originals received.
<b>Clause Details</b>	System displays the clause details. User can view and edit the clause description by clicking the link.

**Table 2-23 (Cont.) Documents and Conditions - Field Description**

Field	Description
<b>Original Doc. Required</b>	System defaults the value to display whether the original document is required or not. The user can enable the option, if document is required.
<b>Action</b>	Click Edit icon to edit the document details.  Click Delete icon to delete the document details.

**Additional Conditions**

Additional Conditions section displays the conditions of the issued LC and can be amended if required.

Online Channel - System will default the details received in the description column. System will parse the additional conditions required field into multiple line items based on line delimiter (+) and shall populate each line item as a separate description. User can read the description and make any changes required to the description, also must be able to add more conditions.

Non Online Channel - User can use FFT to capture additional conditions and can edit the description populated from FFT. You should also be able to add additional FFT.

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

**Table 2-24 Additional Conditions - Field Description**

Field	Description
<b>Additional Conditions</b>	Specify the Additional Conditions details based on the description of following table. Click + to add multiple <b>Additional Conditions</b> .
<b>FFT Code</b>	Click <b>Search</b> to search and select the FFT code.
<b>FFT Description</b>	System displays the document name based on the document code selection.
<b>Action</b>	Click Edit icon to edit the additional condition details.  Click Delete icon to delete the additional condition details.

2. Click **Next**.

The task will move to next data segment.

**Table 2-25 Document and Conditions - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.

Table 2-25 (Cont.) Document and Conditions - Action Buttons - Field Description

Field	Description
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signature</b>	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.
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

Table 2-25 (Cont.) Document and Conditions - Action Buttons - Field Description

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	<p>On click of Back, system moves the task back to previous data segment.</p>
<b>Next</b>	<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>

## 2.4.4 Payment Details

This topic provides the systematic instructions to initiate the Payment Data Enrichment stage of **Import LC amendment** request.

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



Figure 2-25 Data Enrichment - Payment

For more information on fields, refer [Payment Details](#).

**2. Click Next.**

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

## 2.4.5 Amendment Details

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

This section lists the amendments made to the issued LC. The amendment details table displays the amended value and the value prior to the amendment of the amended fields in two different columns to enable Scrutiny user to identify the modifications made to the issued LC.

1. On **Data Enrichment - Amendment Details** screen, specify the fields, if any.

Figure 2-26 Data Enrichment - Amendment Details

**Import LC Amendment DataEnrichment :: Application No:- PK2ILCA000005177**

Clarification Details | Documents | Remarks | Overrides | Customer Instruction  
Incoming Message | View LC | Signatures

Main Details | Availability Shipment | Documents and Condit... | Payment Details | **Amendment Details** | Additional Fields | Advices | Additional Details | Settlement Details | Summary

**Amendment Details** Screen(5/10)

LC Amendment Details

Field Name	Amended Value	Value as per LC
submissionMode	Online	
appSubmittedVia	Online	
autoClosure		BY MIXED PAYMENT
revolvingDetails		[object Object]
Drawee	RBOSGB2L	

Page 1 of 4 (1-5 of 16 items) |< < 1 2 3 4 > >|

Other Fields

No data to display.

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

Party Details

Party Type	Party ID	Party Name	Customer Ref No	Address 1	Address 2	Country	Status	View Changes
Reimbursing Bank	005762	CITIBANK ENGLAND		CITIGB2LNNN	london park 33	GB	Delete	View
Advising Through Bank	8476406	CIF855092710406		CIF945092710407	BTP	IN	New	View

Page 1 of 1 (1-2 of 2 items) |< < 1 > >|

Goods Details

No data to display.

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

Document Details

Document Code	Document Name	Copy	Original	Description	Status	View Changes	Clause Details
INVDOC		0	1/2		Modify	View	View
OTHERDOC		0			Modify	View	View
PACKINGLIST		0			Modify	View	View
BOL		0			Modify	View	View

Page 1 of 1 (1-4 of 4 items) |< < 1 > >|

Additional Conditions

FFT Code	FFT Description	Status	View Changes
REPFFT	REPFFT	New	View

Audit | Request Clarification | Reject | Refer | Hold | Cancel | Save & Close | Back | Next

2. Click **Next**.

The task will move to next data segment. For more information refer [Additional Fields](#). For more information on action buttons, refer [Table 2-15](#).

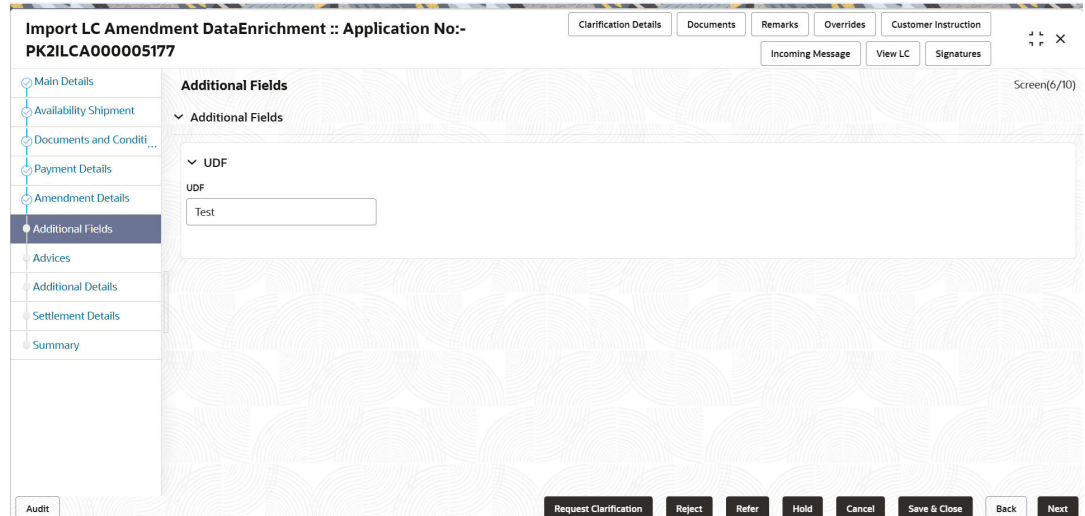
## 2.4.6 Additional Fields

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

Banks can configure user defined fields as per their requirement in the Additional Fields Screen.

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

**Figure 2-27 Additional Fields**




2. Click **Next**.

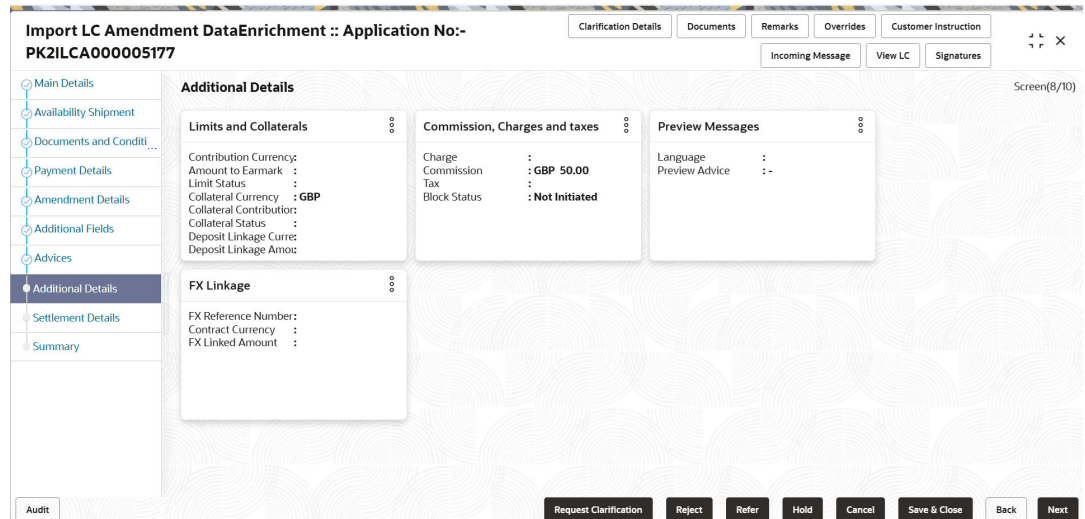
The task will move to next data segment. For more information refer [Advices](#). For more information on action buttons, refer [Table 2-16](#).

## 2.4.7 Additional Details

This topic provides the systematic instructions to capture the additional details

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

**Figure 2-28 Additional Details**



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

### Limits and Collaterals

Limit availability needs to be checked if amendment involves increase in amount or tolerance or both. Provide the Limit Details based on the description in the following table.

**Limits and Collaterals**

▼ Limit Details

Customer ID	Linkage Type	Liability Number	Line Id/Linkage Ref No	Line Serial	Contribution %	Contribution Currency	Amount to Earmark	Limit Check Response	Response Message	View
No data to display.										

▼

**Cash Collateral Details**

Collateral Percentage: 20.0

Collateral Currency and amount: GBP, £3,300.00

Exchange Rate: 1.0

Settlement Account Currency	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount in Account...	Account Balance Check...	Response Message	View
	PK20010440017	1	100	3300			The amount block can be performed as the account has sufficient balance	1

▼ Deposit Linkage Details

Deposit Account	Deposit Currency	Deposit Maturity Date	Transaction Currency	Deposit Available In Transaction Currency	Linkage Amount(Transaction Currency)	Edit	Delete
PK2CDPI221100002	GBP	April 20, 2023	GBP	15408.72	11055	PK2CDPI221100002	

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

Save & Close Cancel

Figure 2-29 Collateral Details

**Collateral Details**

**Total Collateral Amount**  
£3,300.00

**Sequence Number**  
1.0

**Collateral Contribution Amount**  
£3,300.00

**Settlement Account Currency**  
GBP

**Contribution Amount in Account Currency**  
£3,300.00

**Response**  
VS

**Verify**

**Collateral Amount to be Collected**

**Collateral Split %**  
100.0

**Settlement Account**  
PK20010440017

**Exchange Rate**  
1.0

**Account Available Amount**  
£999,999,996,998,208,000.00

**Response Message**  
The amount block can be performed as the account has sufficient balance

✓ ✕

Figure 2-30 Deposit Linkage Details

### Deposit Linkage Details

<p><b>Customer Id</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="001044"/> <input style="width: 5%; border: none;" type="button" value="Q"/>	<p><b>Deposit Account</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="PK2CDP1221100002"/> <input style="width: 5%; border: none;" type="button" value="Q"/>
<p><b>Deposit Branch</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="PK2"/>	<p><b>Deposit Available Amount</b></p> <input style="width: 45%; border: 1px solid #ccc;" type="text" value="GBP"/> <input style="width: 5%; border: none;" type="button" value="v"/> <input style="width: 45%; border: 1px solid #ccc;" type="text" value="£15,408.72"/>
<p><b>Deposit Maturity Date</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="April 20, 2023"/> <input style="width: 5%; border: none;" type="button" value="Calendar"/>	<p><b>Exchange Rate</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="1"/>
<p><b>Deposit Available In Transaction Currency</b></p> <input style="width: 45%; border: 1px solid #ccc;" type="text" value="GBP"/> <input style="width: 5%; border: none;" type="button" value="v"/> <input style="width: 45%; border: 1px solid #ccc;" type="text" value="15,408.72"/>	<p><b>Linkage Percentage %</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="67.0"/> <input style="width: 5%; border: none;" type="button" value="v"/> <input style="width: 5%; border: none;" type="button" value="^"/>
<p><b>Linkage Amount(Transaction Currency)</b></p> <input style="width: 45%; border: 1px solid #ccc;" type="text" value="GBP"/> <input style="width: 5%; border: none;" type="button" value="v"/> <input style="width: 45%; border: 1px solid #ccc;" type="text" value="£11,055.00"/>	

For more information on fields, refer [Table 2-17](#) of **Scrutiny** stage.

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

### Charge Details

This section displays charge details.

### Commission,Charges and Taxes

Recalculate    Redefault

▼ Commission Details

Component	Rate	Mod. Rate	CCY	Amount	Modified	Defer	Waive	Split	Charge Party	Settl. Account	Amend
LCCOURAMNV	1		GBP		£50.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Yes
LCSWIFTAVM	1		GBP		£0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Yes

Page 1 of 1 (1-2 of 2 Items) |< < 1 > >|

▼ Charge Details

Component	Tag currency	Tag Amount	CCY	Amount	Modified	Billing	Defer	Waive	Split	Charge Party	Settl. Account
No data to display.											

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

▼ Tax Details

Component	Type	Value Date	CCY	Amount	Billing	Defer	Settl. Account
No data to display.							

▼ 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 Exchange Rate	Party Type	Customer	AR-AP Tracking	Loan/Finance Account	Net Rat
No data to display.													

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

Save & Close    Cancel

**Figure 2-31 Split Settlement Details**

For more information on fields, refer [Table 2-18](#) of **Scrutiny** stage.

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

**Preview Messages**

User can view the draft LC amendment message (outgoing MT707 SWIFT message format) being displayed on the preview message text box.

A copy of draft LC amendment can be sent for customer confirmation and the same can be done by choosing the customer response toggle as 'yes'. The Draft MT707 message along with up to seven MT708 messages is sent to the applicant by Email as an attachment to the customer.

On submit, the message will be sent to the customer. The task will be moved to 'pending customer response' stage. Upon receipt of customer's confirmation, the transaction moves to approval.

In case the customer has requested for changes, the transaction will move to Data Enrichment and once the necessary changes made, the request moves to approval stage.

 **Note:**

A bank user can share the Draft SWIFT message to the customer through email, before the actual transmission of SWIFT message to the Advising Bank.

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

**Table 2-26 Preview Messages - Field Description**

Field	Description
<b>Preview SWIFT Message</b>	This section displays the <b>Preview SWIFT Message</b> details.
<b>Language</b>	Read only field. English is set as default language for the preview.
<b>Message Type</b>	Select the message type.
<b>Message Status</b>	Read only field. Display the message status of draft message of liquidation details.
<b>Repair Reason</b>	Read only field. Display the message repair reason of draft message of liquidation details.
<b>Preview Message</b>	This field displays a preview of the draft message.
<b>Preview Mail Device</b>	This section displays the <b>Preview Mail Device</b> details.
<b>Language</b>	Read only field. English is set as default language for the preview.
<b>Advice Type</b>	Select the advice type.



Table 2-26 (Cont.) Preview Messages - Field Description

Field	Description
<b>Message Status</b>	Read only field. Display the message status of draft message of liquidation details.
<b>Repair Reason</b>	Read only field. Display the message repair reason of draft message of liquidation details.
<b>Preview Message</b>	This field displays a preview of the draft message.
<b>Draft Confirmation</b>	This section displays the <b>Draft Confirmation</b> details.
<b>Draft Confirmation Required</b>	Enable the option, if draft confirmation is required.
<b>Customer Response</b>	Specify the response received from customer. If the response is received online, the response is auto populated in this field by the system.
<b>Customer Remarks</b>	Remarks from the customer for the draft.
<b>Response Date</b>	Customer Response received date.
<b>Customer Email ID 1</b>	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.
<b>Customer Email ID 2</b>	By default this field is blank. Click search icon to search and select the Email ID from lookup from the Customer Email Address field of the customer maintenance in Back Office and replicated in OBTFCMCS.

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

#### FX Linkage

This section enables the user to link the existing FX contract(s) to the Bill. User can link one or more FX deals to a bill. The linked value of an FX deal(s) must not exceed the value of the bill.

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

Following are the features of FX Linkage in BC.

- FX linkage cannot be linked at Bills at initial stage.
- When a bill is drawn under LC, the details of forward contract linked as a part of the LC, will be defaulted at bill.
- Linked amount will be defaulted against the corresponding FX sequentially.
- User can delink or modify the defaulted FX details at in the Bill.
- Bill maturity date should be greater than or equal to FX Value date.
- Sum of Linked amount will not be greater than Bill contract amount.
- Linked amount will not be greater than the available amount for linkage.
- Current Utilized amount will display the liquidated/purchased/discounted/negotiated amount of Bill contract. It cannot go beyond the linked FX amount.
- When a bill is drawn under LC, delink of FX at BC is allowed only if the linked FX is not utilized by the bill.
- Multiple forward FX contract could be linked and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted

average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. The same will be populated in the Average FX Rate.

**FX Linkage**

FX Linkage

FX Reference Number	Bought Currency	SOLD Currency	Available Contract Amount	Rate	Linked Amount	Total Utilized Amount	FX Expiry Date	Action
000FNDF20076A9N9			£4,000.00	1.35	£4,000.00		March 19, 2020	

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

Average FX Rate  
0

Save & Close Cancel

**FX Linkage**

FX Reference Number  
000FNDF20076A9N9

Currency  
USD

Contract Amount  
USD \$4,000.00

Available FX Contract Amount  
USD \$4,000.00

Linkage Amount  
USD \$4,000.00

Rate  
1.35

FX Amount in Local Currency  
£2,962.96

FX Expiry Date  
March 19, 2020

FX Delivery Period From

FX Delivery Period To

Save & Close Close

For more information on fields, refer [Table 2-19](#) of **Scrutiny** stage.

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

The task will move to next data segment.

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

Table 2-27 Additional Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – 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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signature</b>	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.
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

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

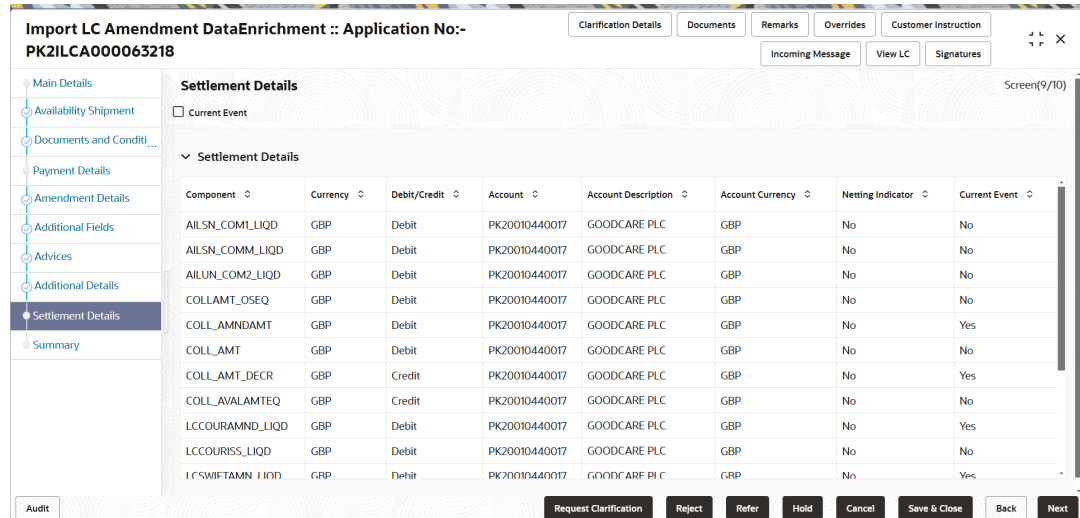
Field	Description
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient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

## 2.4.8 Settlement Details

This topic provides the systematic instructions to capture the settlement details of import LC amendment request.

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

Figure 2-32 Settlement Details



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

Table 2-28 Settlement Details – Field Description

Field	Description
<b>Current Event</b>	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
<b>Component</b>	This field displays the components based on the product selected.
<b>Currency</b>	This field displays the default currency for the component.
<b>Debit/Credit</b>	This field displays the debit/credit indicators for the components.
<b>Account</b>	This field displays the account details for the components.
<b>Account Description</b>	This field displays the the description of the selected account.
<b>Account Currency</b>	This field displays the currency for all the items based on the account number.
<b>Netting Indicator</b>	This field displays the applicable netting indicator.
<b>Current Event</b>	This field displays the current event.

2. Click **Next**.

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

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

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.

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

Field	Description
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the LC 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.
<b>Checklist</b>	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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signature</b>	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.
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

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

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	<p>On click of Back, system moves the task back to previous data segment.</p>
<b>Next</b>	<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>

## 2.4.9 Advices

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

Advices menu displays the advices available under a product code from the back office as tiles. User can edit the fields in the tile, if required. User can suppress the advice, if required.

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

Figure 2-33 Advices

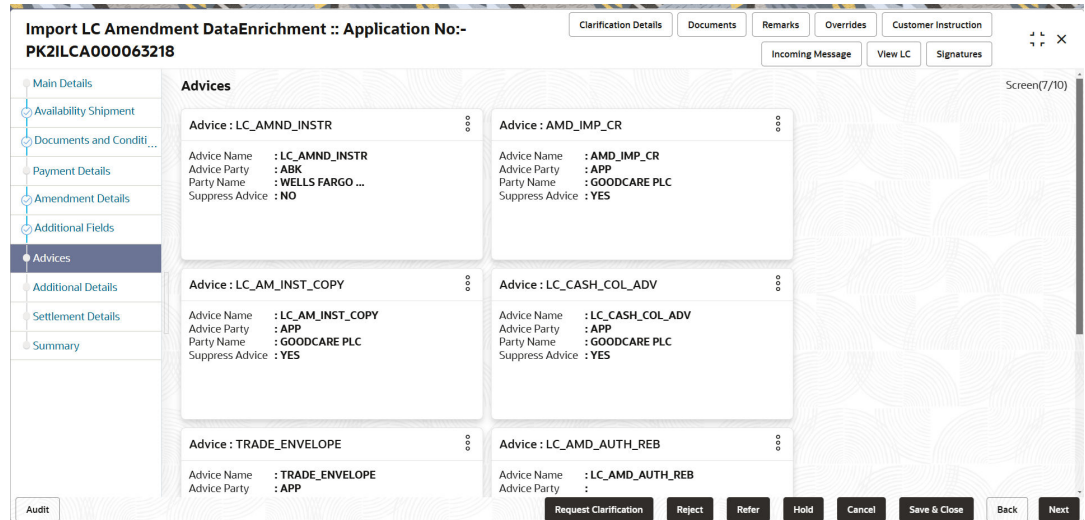
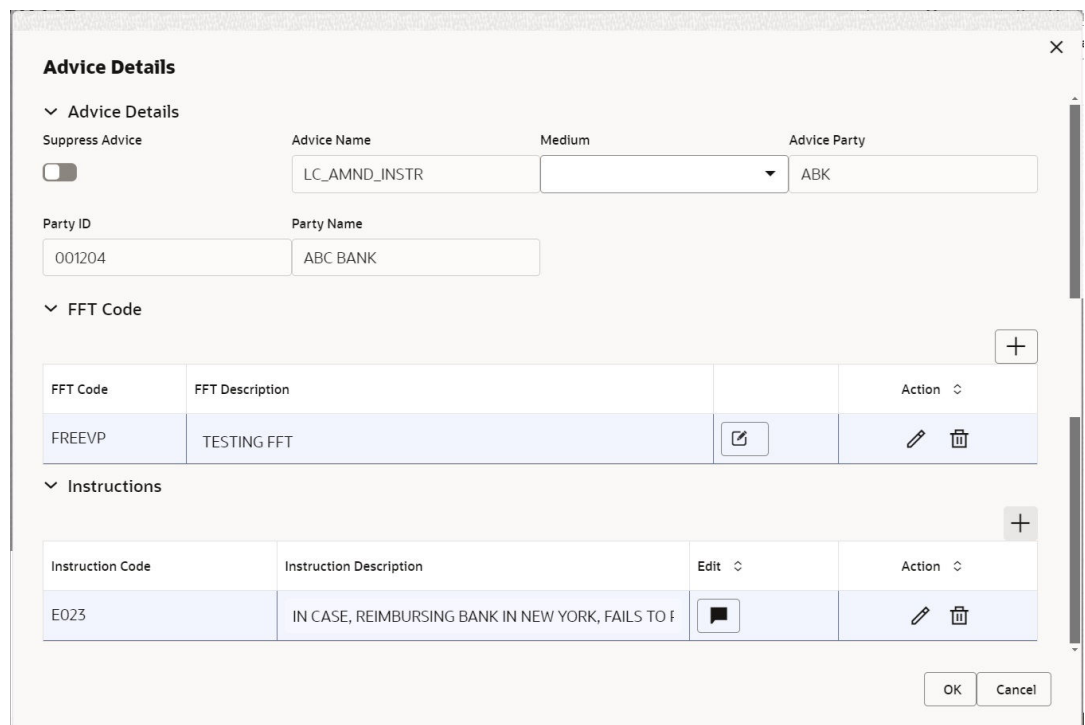





Table 2-30 Advice Details




Field	Description
<b>Suppress Advice</b>	Switch to  , to suppress the advice. Switch to  , if suppress advice is not required.
<b>Advice Name</b>	Read only field. Displays the advice name.



**Table 2-30 (Cont.) Advice Details**

Field	Description
<b>Medium</b>	Displays the medium of advices is defaulted from the LC issuance. User can update if required.
<b>Advice Party</b>	Read only field. Displays the advice party, defaulted from the system.
<b>Party ID</b>	Read only field. Displays the party Id defaulted from the system.
<b>Party Name</b>	Read only field. Displays the defaulted from the system.
<b>Free Format Text</b>	Specify the free format text based on the following table.
<b>FFT Code</b>	Click <b>Search</b> to search and select the FFT Code.
<b>FFT Description</b>	FFT description is populated based on the FFT code selected. User can edit the FFT description.
	Click edit icon to edit the existing FFT description.
<b>Action</b>	Click edit icon to edit the existing FFT code. Click delete icon to remove any existing FFT code.
<b>Instruction Details</b>	Specify the instruction details based on the following table.
<b>Instruction Code</b>	Click <b>Search</b> to search and select the instruction Code.

**Table 2-30 (Cont.) Advice Details**

Field	Description
<b>Instruction Description</b>	Instruction description is populated based on the instruction code selected. User can edit the instruction description.
	Click edit icon to edit the existing instruction description.
<b>Action</b>	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 2-31 Advices - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.

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

Field	Description
<b>Documents</b>	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
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Checklist</b>	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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Signature</b>	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.
<b>Request Clarification</b>	Specify the clarification details for requests received online.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

**Table 2-31 (Cont.) Advices - Action Buttons - Field Description**

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	<p>On click of Back, system moves the task back to previous data segment.</p>
<b>Next</b>	<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>

## 2.4.10 Summary

This topic provides the systematic instructions to view the summary of import LC amendment request.

User can review the summary of details updated in Data Enrichment stage of import LC 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 the 3 dots on any tile to view the details.

Figure 2-34 Summary

**Import LC Amendment DataEnrichment :: Application No- PK2ILCA000005177**

**Summary**

<b>Main Details</b> Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Online</b> Date of Issue : <b>2022-04-20</b> Date of Expiry : <b>2022-07-19</b> Place of Expiry : <b>PUNE</b>	<b>Availability Shipment</b> Available With : <b>ANY BANK</b> Available By : <b>PAYMENT</b> Port of Loading : Port of Discharge : <b>Mumbai</b>	<b>Documents and Conditions</b> Document 1 : <b>INVDOC</b> Document 2 : <b>AIRDOC</b> Document 3 : <b>MARDOC</b> Document 4 : <b>OTHERDOC</b> Document 5 : <b>BOL</b>
<b>Payment Details</b> Period of Present. : <b>21</b> Confirmation Instr. : <b>WITHOUT</b>	<b>Amendment Details</b> Click here to view Amended/Updated Details :	<b>Additional Fields</b> Click here to view Additional fields :
<b>Advices</b> Advice 1 : Advice 2 :	<b>Limits and Collaterals</b> Contribution Currency : Amount to Earmark : Limit Status : <b>Not Verified</b> Collateral Currency : <b>GBP</b> Collateral Contribution : Collateral Status : <b>Not Verified</b> Deposit Linkage Currency : Deposit Linkage Amount :	<b>Commission, Charges and taxes</b> Charge : Commission : Tax : Block Status : <b>Not Initiated</b>
<b>Revolving Details</b> Revolving : <b>NO</b> Revolving In : Revolving Frequency :	<b>Settlement Details</b> Component : Account Number : Currency :	<b>Preview Messages</b> Language : <b>ENG</b> Preview Message :
<b>Parties Details</b> Applicant : <b>GOODCARE PLC</b> Advising Bank : <b>WELLS FARGO ...</b> Beneficiary : <b>MARKS AND SP...</b> Advise Through Bank : <b>CF855092710...</b>	<b>Compliance details</b> KYC : <b>Not Initiate...</b> Sanctions : <b>Not Initiate...</b> AML : <b>Not Initiate...</b>	<b>Accounting Details</b> Event : AccountNumber : Branch :
<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :	<b>Insurance Details</b> Company : Insured Amount : Expiry Date :	

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

Tiles Displayed in Summary

- Main Details - User can view the application and LC details and modify the details if required.
- Availability Shipment - User can view and modify availability and shipment details, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Payment Details - User can view and modify all details related to payments, if required.
- Amendment Details - User can view the amended details of the issued LC.
- Additional Fields - User can view the details of additional fields, if required.
- Advices - User can view and modify the advice details, if required.

- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes - User can view and modify commission, charge and tax details, if required.
- Revolving Details - User can view revolving details on revolving LC, if applicable.
- Settlement Details - User can view and modify settlement details, if required.
- Preview Messages - User can view and modify preview details, if required.
- Parties Details - User can view and modify party details like beneficiary, advising bank etc., if required.
- Compliance Details - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated in back office.

 **Note:**

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

- FX Linkage - User can view and modify the details of FX Linkage, if required.

2. Click **Submit**.

The task will move to next logical stage.

For more information on action buttons, refer [Table 2-21](#) of **Scrutiny** stage.

## 2.5 Customer Response - Draft Confirmation

This topic helps you quickly get acquainted with the Customer Response - Draft Confirmation process.

The user can review and handle the customer's response received for the draft confirmation for LC amendment transactions, which is sent to the customer for their verification and confirmation.

The customer response can be received both by online and offline mode.

In non-online mode, user receives the response in the branch.

In online mode the customer will share their response online that will be automatically updated in the customer response field in the task, which is available in the customer response pending stage.

The chapter consists of following:

- [Customer Response](#)
- [Customer Response](#)  
This topic helps you quickly get acquainted with the Customer Response.

### 2.5.1 Customer Response

This topic helps you quickly get acquainted with the Customer Response.

1. Log in into OBTFPM application and acquire the task to see customer response screen.

Language - Read only field

Draft Message - Read only field.

### **Draft Confirmation**

Draft Confirmation 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
- Changes Required - Change and proceed

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

### **Summary**

Tiles Displayed in Summary:

- Main Details - User can view the application and LC details and modify the details if required.
- Availability - User can view and modify availability and shipment details, if required.
- Payment - User can view and modify all details related to payments, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view and modify the details of additional fields.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes - User can view and modify commission, charge and tax details, if required.
- Preview Messages - User can view the preview messages.
- Party 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.
- Accounting Details - User can view the accounting entries generated in back office.

 **Note:**

When the Value Date is different from the Transaction Date for one or more accounting entries, system displays an Alert Message “Value Date is different from Transaction Date for one or more Accounting entries.

- FX Linkage - User can view and modify the details of FX Linkage, if required.
- Insurance Details - User can view and modify insurance details, if required.
- Settlement Details - User can view and modify settlement details, if required.
- Tracer Details - User can view and modify tracer details, if required.

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

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

Field	Description
<b>Documents</b>	View/Upload the documents uploaded in the system and upload documents if customer response has been received through non- online channel.
<b>Remarks</b>	Specify the remarks, if required and must be able to view the remarks captured during earlier stages.
<b>Cancel</b>	Cancel the Draft Confirmation.
<b>Hold</b>	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.
<b>Reject</b>	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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Submit</b>	On submit, task moves to the next logical stage of Import LC Issuance. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.



## 2.6 Exceptions

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

The Import LC 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.

### Exception - Amount Block

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

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

Log in into Oracle Banking Trade Finance Process Management Cloud Service application, amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue. Open the task to view summary of updated available fields with values.

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 back to DE providing alternate settlement account to be used for block.
- Different collateral to be mapped or utilize lines in place of collateral.

Reject:

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

### Amount Bock Exception

This section will display the amount block exception details.

### Summary

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Availability and Shipment - User can view and modify availability and shipment details, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Payment Details - User can view and modify all details related to payments, if required.
- Amendment Details - User can view the amendment details.
- Additional Fields - User can view the additional fields.
- Advices - User can view the advices.

- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view and modify charge, commission and taxes details, if required.
- Revolving Details - User can view revolving details on revolving LC, if applicable.
- Preview Message - User can view and modify preview details, if required.
- 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.

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 2-33 Amount Bock Exception - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• 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.</li> <li>• Transaction Level Instructions – In this section, Oracle Banking Trade Finance Process Management Cloud Service user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Hold</b>	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.

**Table 2-33 (Cont.) Amount Bock Exception - Action Buttons - Field Description**

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>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</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	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 Oracle Banking Trade Finance Process Management Cloud Service 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 2-35 Exception - Know Your Customer (KYC) Summary**

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Availability and Shipment - User can view and modify availability and shipment details, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Payment Details - User can view and modify all details related to payments, if required.
- Amendment Details - User can view the amendment details.
- Additional Fields - User can view the additional fields.
- Advices - User can view the advices. Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view and modify charge, commission and taxes details, if required.
- Revolving Details - User can view revolving details on revolving LC, if applicable.
- Preview Message - User can view and modify preview details, if required.
- 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 Buttons, refer to the field description table below.

**Table 2-34 Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the lc 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.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• 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.</li> <li>• Transaction Level Instructions – In this section, Oracle Banking Trade Finance Process Management Cloud Service user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>

**Table 2-34 (Cont.) Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	<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>
<b>Approve</b>	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.
<b>Back</b>	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 Oracle Banking Trade Finance Process Management Cloud Service 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.

Limit check Exception approver can do the following actions:

### **Approve**

- Limit enhanced in the back end (outside this process).
- Without enhancing limit in the back end.

### **Refer**

- Refer back to DE providing alternate limit id to map
- Refer additional collateral to be mapped

### **Reject**

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

### **Limit/Credit Check**

This section will display the amount block exception details.

### **Summary**

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and LC details, if required.
- Availability Shipment - User can view and modify availability details, if required.
- Payment Details - User can view and modify all details related to payments, if required.
- Documents & Condition - User can view and modify the documents required grid and the additional conditions grid, if required.
- Amendment Details - User can view the amendment details.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Charges - User can view and modify charge details, if required.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Preview Messages - User can view and modify preview details, if required.
- Party 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 buttons, refer to the field description table below.

**Table 2-35 Exception - Limit Check/Credit - Action Buttons – Field Description**

Field	Description
<b>Reject</b>	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	<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>
<b>Cancel</b>	Cancel the Import LC Amendment KYC exception check.
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	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 the Transaction.

The Approval summary screen displays the summary tiles. The tiles displays a list of important fields with values. User must be able 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 amend the LC contract and generate the required MT707/708/747 messages.

1. Log in into Oracle Banking Trade Finance Process Management Cloud Service application and acquire the task available in the approval stage in free task queue. Authorization User can acquire the task for approving.

### **Authorization Re-Key (Non-Online Channel)**

For non online channel, 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.

Open the task and re-key some of the critical field values from the request in the Re-key screen. Some of the fields below will dynamically be available for re-key.:

- Applicant Party
- Application Date

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.



Figure 2-36 Authorization Re-Key

## Approval Rekey

View Signature

Documents

Remarks

**Currency**

GBP
▼

**Contract Amount**

GBP
▼

£10,000.00

Refer

Close

Proceed

Approval Summary

Import LC Amendment Approval Task Level 1 :: Application No:- PK2ILCA000065582

Documents
Remarks
Overrides
Customer Instruction
Incoming Message

View LC
Signatures

<p><b>Main Details</b></p> <p>Form of LC : IRREVOCABLE                  Submission Mode : Online                  Date of Issue : 2022-04-20                  Date of Expiry : 2022-07-19                  Place of Expiry : UAE</p>	<p><b>Availability Shipment</b></p> <p>Available With : ANY BANK                  Available By : PAYMENT                  Port of Loading : INDIA                  Port of Discharge : UAE</p>	<p><b>Documents and Conditions</b></p> <p>Document 1 : INVDOC                  Document 2 : INSDOC                  Document 3 : OTHERDOC                  Document 4 : BOL                  Document 5 : AIRDOC</p>
<p><b>Payment Details</b></p> <p>Period of Present. : 21                  Confirmation Instr. : WITHOUT</p>	<p><b>Amendment Details</b></p> <p>Click here to view Amended/Updated Details :</p>	<p><b>Additional Fields</b></p> <p>Click here to view Additional fields :</p>

## Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and LC details, if required.
- Availability Shipment - User can view and modify availability and shipment details, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Payment Details - User can view and modify all details related to payments, if required.
- Amendment Details - User can view the amendment details of the issued LC.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view the details of advices.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes - User can view and modify commission, charge and tax details, if required.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable
- Preview Messages - User can view and modify preview details, if required.
- Parties Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Compliance Details - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- FX Linkage - User can view the FX Linkage details.
- Exception (Approval) - User can view the exception (Approval) details.

1. Click **Approve**.

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

**Table 2-36 Approval Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	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
<b>Remarks</b>	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.

Table 2-36 (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
<b>Checklist</b>	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..
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• 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.</li> <li>• Transaction Level Instructions – In this section, Oracle Banking Trade Finance Process Management Cloud Service user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	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).
<b>View LC</b>	Click to view the details of the LC.
<b>Hold</b>	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.
<b>Reject</b>	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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Approve</b>	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.

## 2.8 Customer - Acknowledgement

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

Customer Acknowledgement is generated every time a new Import LC Amendment is requested from the customer. The acknowledgment letter format is as follows.

To: <CUSTOMER NAME> DATE: DD-MM-YYYY

<CUSTOMER ADDRESS>

Dear Sir,

SUB: Acknowledgement to your LC Amendment Application number <USER REFERENCE NUMBER> dated <APPLICATION DATE>

This letter is to let you know that we have received your application requesting amendment to Import LC with the below details:

APPLICATION DATE:< APPLICATION DATE>

APPLICANT NAME: <APPLICANT NAME>

CURRENT/AMOUNT: <LC CCY/AMT>

YOUR REFERENCE NO: <USER REFERENCE NUMBER>

OUR REF NUMBER: <PROCESS REF NUMBER>

We have registered your request. Please quote our reference < PROCESS REF NUMBER> for any future correspondence.

This acknowledgment does not warrant Amendment of LC on you behalf.

Thank you for banking with us.

Regards,

<DEMO BANK>

Notice:This document is strictly private, confidential and personal to its recipients and should not be copied, distributed or reproduced in whole or in part, nor passed to any third party. The information contained in this e-mail/ message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments.

Thank you

- [Customer - Reject Letter](#)  
This topic helps you quickly get acquainted with the Customer - Reject Advice.

### 2.8.1 Customer - Reject Letter

This topic helps you quickly get acquainted with the Customer - Reject Advice.

Reject Letter is generated by the system and addressed to the customer, when a task is rejected by the user. The Reject Letter format is as follows.

FROM:

<BANK NAME>>

<BANK ADDRESS

To: <CUSTOMER NAME> DATE: DD-MM-YYYY

<CUSTOMER ADDRESS>

<CUSTOMER ID>

Dear Sir,

SUB: Your Import LC Application <User Ref> under our Process Ref <Process Ref No> -  
Rejected

Further to your recent LC amendment application request dated <Application Date -dd/mm/yy>, under our process ref no <process ref no>, this is to advise you that we will not be able to issue the required LC amendment.

After a thorough review of your application and the supporting documents submitted, we have concluded we will not be able to issue the LC due to the below reasons.

1. XXXXXXXXXXX
2. XXXXXXXXXXX
3. XXXXXXXXXXX

On behalf of Demo Bank, we thank you for your ongoing business and trust we will continue to serve you in future.

For any further queries about details of your LC application review, please contact us at <bank customer support ph.no>

Yours Truly

Authorized Signatory

# Index

## A

---

Additional Conditions, [2-74](#)  
Additional Details, [2-46](#), [2-81](#)  
Additional Details - Action Buttons, [2-46](#), [2-81](#)  
Additional Fields, [2-44](#), [2-80](#)  
Additional Fields - Action Buttons, [2-44](#)  
Advices - Action Buttons, [2-93](#)  
Amendment Details, [2-41](#), [2-79](#)  
Amendment Details - Action Buttons - Field Description, [2-41](#), [2-79](#)  
Amount Bock Exception - Action Buttons - Field Description, [2-103](#)  
Application Details, [2-22](#), [2-70](#)  
Approval Summary, [2-109](#)  
Approval Summary - Action Buttons - Field Description, [2-109](#)  
Authorization Re-Key (Non-Online Channel), [2-109](#)  
Availability Shipment, [2-30](#), [2-73](#)  
Availability Shipment - Action Buttons, [2-30](#)

## B

---

Benefits, [1-1](#)  
Bi-Directional Flow for Offline Transactions Initiated from OBTFPM, [2-20](#)

## C

---

Charge Details, [2-46](#), [2-81](#)  
Commission Details, [2-46](#), [2-81](#)  
Customer - Acknowledgement, [2-114](#)  
Customer - Reject Advice, [2-114](#)  
Customer Response, [2-100](#)  
Customer Response - Draft Confirmation, [2-100](#)

## D

---

Data Enrichment, [2-68](#)  
Deposit Linkage Details, [2-46](#), [2-81](#)  
Document and Conditions, [2-74](#)  
Document Details, [2-74](#), [2-93](#)  
Draft Confirmation, [2-100](#)

## E

---

Exception - Amount Block, [2-103](#)  
Exception - Limit Check/Credit - Action Buttons – Field Description, [2-103](#)  
Exceptions, [2-103](#)

## F

---

FX Linkage, [2-46](#), [2-81](#)

## I

---

Import LC Amendment - Registration - Application Details, [2-3](#)

## K

---

Key Features, [1-1](#)

## L

---

LC Details, [2-3](#), [2-22](#), [2-70](#)  
Limits and Collaterals, [2-46](#), [2-81](#)

## M

---

Main Details, [2-22](#), [2-70](#)  
Main Details - Action Buttons, [2-22](#), [2-70](#)  
Multi Level Approval, [2-109](#)

## O

---

Overview, [1-1](#)

## P

---

Payment, [2-36](#), [2-78](#)  
Payment - Action Buttons, [2-36](#)

## R

---

Registration, [2-3](#)  
Registration - Action Buttons, [2-3](#)  
Revolving Details, [2-46](#), [2-81](#)

## S

---

Scrutiny, [2-20](#)

Settlement Details, [2-90](#)

Settlement Details - Action Buttons - Field  
Description, [2-90](#)

Summary, [2-65](#), [2-98](#)

Summary - Action Buttons - Field Description,  
[2-65](#), [2-98](#)

## T

---

Tax Details, [2-46](#), [2-81](#)