# Oracle® Banking Trade Finance Process Management Export LC Transfer - User Guide



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ORACLE

Oracle Banking Trade Finance Process Management Export LC Transfer - User Guide, Release 14.7.5.0.0

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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:
- Conventions
- Related Documents
- Screenshot Disclaimer
- Acronyms and Abbreviations
- Basic Actions
- Symbols and Icons

## Purpose

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

## Audience

This document is intended for the following audience:

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

## **Documentation Accessibility**

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## Structure

This manual is organized into the following chapters:

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

## Conventions

The following text conventions are used in this document:

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

## **Related Documents**

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

- Getting Started User Guide
- Oracle Banking Common Core User Guide

## Screenshot Disclaimer

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



## Acronyms and Abbreviations

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

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

Table 1 Acronyms and Abbreviations

## **Basic Actions**

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

Table 2	<b>Common Action Buttons and its Definitions</b>
---------	--

Action Buttons	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	<ul> <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.



Action Buttons	Description	
Refer	Select a Refer Reason from the values displayed by the system.	
	Refer Codes are:	
	R1- Documents missing	
	R2- Signature Missing	
	R3- Input Error	
	R4- Insufficient Balance/Limits	
	R5 - Others	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.	
	This option is used, if there are any pending information yet to be received from applicant.	
Cancel	Click <b>Cancel</b> to cancel the transaction input midway without saving any data.	
Save & Close	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.	
Next	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.	
Submit	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.	

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

## Symbols and Icons

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

Table 3 Symbols and Icons - Common

Symbol/Icon	Function
J L	Minimize
л г	
<b>г</b> ٦	Maximize
L J	
×	Close
Q	Perform Search
•	Open a list



Symbol/Icon	Function
	Date Range
$\leftrightarrow$	
+	Add a new record
<u>+</u>	No single to the Cost append
K	Navigate to the first record
	Navigate to the last record
<b>&gt;</b>	
	Navigate to the previous record
	Navigate to the next record
12.21	Grid view
88	
	List view
G	Refresh
+	Click this icon to add a new row.
	Click this icon to delete a row, which is already added.
-	
rttta	Calendar
	Alerts
~	Unlock Option
E	
	View Option
Ð	
	Reopen Option
<b>\$</b> \$	
<b>↓</b>	

Table 3	(Cont.)	Symbols and Icons -	Common
---------	---------	---------------------	--------



Symbol/Icon	Function
6	Open status
D	Unauthorized status
₽.	Rejected status
£	Closed status
D	Authorized status
ß	Modification Number

Table 4 Symbols and Icons - Widget



# Oracle Banking Trade Finance Process Management

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

Welcome to the Oracle Banking Trade Finance Process Management (OBTFPM) User Guide. This guide provides an overview on the OBTFPM 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 OBTFPM:

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

#### **Overview**

OBTFPM is a Trade Finance middle office platform, which enables bank to streamline the Trade Finance operations. OBTFPM 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** 

OBTFPM helps banks to manage Trade Finance operations across the globe in different currencies. OBTFPM allows you to:

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

### **Key Features**

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



# 2 Export LC Transfer

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

Using the Export Transfer LC process, the user can register request for an Export LC Transfer received at the front desk.

This topic contains following sub-topics:

- Common Initiation Stage This topic provides the systematic instructions to initiate the Export LC Transfer request.
- Registration

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

Scrutiny

This topic provides the systematic instructions to initiate the Scrutiny stage of Export LC Transfer Amendment request.

- Data Enrichment This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Transfer request.
- Exceptions This topic helps you quickly get acquainted with the Exceptions process.
- Multi Level Approval This topic helps you quickly get acquainted with the Multi Level Approval process.
- Customer Acknowledgement Format This topic helps you quickly get acquainted with the Customer Acknowledgement process.
- Customer Reject Advice This topic helps you quickly get acquainted with the Customer - Reject Advice.

## 2.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the Export LC Transfer request.

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

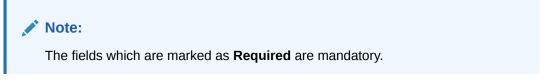
 On Home screen, click Trade Finance. Under Trade Finance, click Initiate Task. The Initiate Task screen appears.

Figure 2-1 Initiate Task



Menu Item Search	Q	Initiate Task Registration				
K Trade Finance		Registration				
Administration		Process Name	LC Reference Number		Branch	
Bank Guarantee Advise		Export LC Transfer	▪ PK2ELCT221109536	٩	PK2-Oracle Banking Trade Fina 🔻	
Bank Guarantee Issuance						
Buyers Credit						Proceed Cle
Common Group Message						
Enquiry						
Export - Documentary Collection						
Export - Documentary Credit						
Import - Documentary Collection						
Import - Documentary Credit						
Initiate Task						

2. On Initiate Task screen, specify the fields.



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

Table 2-1 Initiate Task - Field Description

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

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

Table 2-2 Action Buttons - Field Description

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

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

## 2.2 Registration

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

During registration stage, the user can register a request for an Export LC Transfer received at the front desk (as an application received physically/received by mail/fax). User can capture the basic details of the response, check the signature of the signatory from the advising bank and unload the related documents. On submit of the request, the sustemer

the advising bank and upload the related documents. On submit of the request, the customer should be notified with acknowledgment and the request should be available for an LC expert to handle in the next stage.



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

ORACLE	
URACLE	
User Name	
ATEST11	
Password	
Sign In	

- 1. On Home screen, click Trade Finance. Under Trade Finance, click Export Documentary Credit.
- 2. Under Export Documentary Credit, click Export LC Transfer.

Figure 2-3 Export LC Transfer

K Export - Documentary Credit					+
Export LC Update Drawings	Draft Confirmation Per	iding X	Bills due for Payment	×	
Export LC Advise	V				
Export LC Amendment	Process Reference Number	Customer Id 🛛 🗘			
Export LC Amendment	PK2ILCI000062677	001044	1.2120 1.900K	ĸ ,	
Beneficiary Consent	PK2ILCI000062157	001044			
Export LC Cancellation Export LC Closure	Page 1 of 1 K	< → >	Total 6474	741.0	
Export LC Drawing	Trade 360				×
Export LC Liquidation					
Export LC Reopen	Customer ID	Customer Na	me		
Export LC Transfer		Q			Customer 360
Export LC Transfer Amendment					



The Export LC Transfer screen appears.

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

(DEFAULTENTITY) Oracle Banking Trade Financ... April 20, 2022 Û = ORACLE ADMIN01 V Documents Remarks Customer Instruction Common Group Messages Export LC Transfer Signatures Application Details Export LC Reference Number Available Amoun First Beneficiary Branch Q PK2ELCT221109005 £100.00 GOODCARE GBP 001044 PK2-Oracle Banking Trade Fina 🔹 Priority Submission Mode Process Reference Number Transfer Amount • • GBP £100.00 PK2ELCT000064421 Medium Desk Transfer Date Issuing Bank Reference Allow Substitution of Document April 20, 2022 曲 1000000000 View LC Events ✓ LC Details LC Type Advising Bank Product Code Product Description 8485711 Q CIF9450926 🕻 TFS1 Q Transfer Export product Sight 40A - Form of Documentary Credit Form of Documentary Credit Details 20 - Documentary Credit Number User Reference Number IRREVOCABLE TRANSFERABLE TFS1221100015001 TFS1221100015001 23 - Reference To Pre-Advice 31C - Date of Issue 40E - Applicable Rules Date of Expiry April 20, 2022 UCP LATEST VERSION December 28, 2022 iii) ▦ 31D - Place of Expiry 39C - Additional Amount Covered 39A - Percentage Credit Amount To cond Beneficiary LONDON Q C 1 Hold Cancel Save & Close Submit

Figure 2-4 Export LC Transfer - Registration - Application Details

3. On Export LC Transfer - 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.

Field	Description
Export LC Reference Number	Specify the transfer LC reference number. Alternatively, click <b>Search</b> to search and select the transfer LC reference number. In the lookup, user can search giving Transfer LC Reference Number, Beneficiary, Currency, Amount and User Reference Number. Based on the search result, select the applicable transfer LC reference number.
Available Amount	Read only field. Available amount along with currency for Transfer is auto populated. It must be less than or equals to LC amount.

Table 2-3 Export LC Transfer - Registration - Application Details - Field Description



Field	Description
First Beneficiary	Read only field. First Beneficiary details is defaulted from the underlying Export LC.
Branch	Read only field.
	Branch details is auto-populated from LC details.
Priority	System populates the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority.
	User can change the priority populated any time before submit.
Submission Mode	System populates the submission mode of Export LC Transfer request.
	By default the submission mode will have the value as 'Desk'.
	Desk - Request received through Desk
	FAX - Request received through
	Email - Request received through Email
	Courier - Request received through Courier
Transfer Amount	Specify the Export LC transfer amount. Transfer amount plus tolerance cannot be more than value available in underlying Export LC. User cannot change the currency, it will be default from the underlying Export LC.
Process Reference	Read only field.
Number	Unique sequence number for the transaction.
	This is auto generated by the system based on process name and branch code.
Transfer Date	Read only field.
	By default, the application displays the branch's current date.
Customer Reference Number	Customer reference number is defaulted from the underlying Export LC.
	User can change the Customer reference number.
Allow Substitution of Document	Enable the option to allow the substitution of the export documents received from transferee with the documents from beneficiary during drawing.

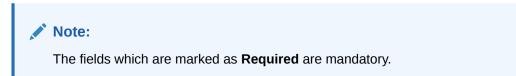
# Table 2-3(Cont.) Export LC Transfer - Registration - Application Details - FieldDescription

### LC Details

Details in this screen displays the data from the LC issued.

LC Type	Advising Bank	Product Code	Product Description
Sight 👻	8485711 Q CIF9450926	TFS1 Q	Transfer Export product
40A - Form of Documentary Credit	Form of Documentary Credit Details	20 - Documentary Credit Number	User Reference Number
IRREVOCABLE TRANSFERABLE		TFS1221100015001	TFS1221100015001
23 - Reference To Pre-Advice	31C - Date of Issue	40E - Applicable Rules	Date of Expiry
	April 20, 2022	UCP LATEST VERSION -	December 28, 2022
31D - Place of Expiry	Second Beneficiary	39A - Percentage Credit Amount Tolerance	39C - Additional Amount Covered
LONDON	QD		

4. On Export LC Transfer - LC Details screen, specify the fields.



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

Table 2-4	Export LC Transfer -	<b>Registration - LC Details -</b>	<b>Field Description</b>
-----------	----------------------	------------------------------------	--------------------------

Field	Description	
LC Туре	Read only field. The LC type value is auto populated from Export LC. The values can be: • Sight • Usance • Multi Tenor	
Advising Bank	Specify the advising bank name or click <b>Search</b> to search and select the advising bank from the lookup. System validates whether the Advising Bank is RMA compliant, if not system should display an error message.	
Product Code	Read only field. Product Code of the underlying Export LC is displayed. Note: This field is enabled for product code selection from the lookup, if Use Transfer Product flag is set as "Yes" in the bank parameter.	
Product Description	Read only field. This field displays the description of the product of the underlying Export LC.	
40A - Form of Documentary Credit	Read only field. The type of LC (Documentary Credit) is auto populated from Export LC.	
Form of Documentary Credit Details	Specify the value for form of documentary credit details.	



Field	Description
Documentary Credit Number	Read only field. Documentary credit number is generated from the back office and displayed in the application number.
User Reference Number	System defaults the user reference number based on the product code. The user can change the user reference number.
Reference To Pre-Advice	This field is not applicable.
Date of Issue	Read only field. Application will default the branch's current date in date of issue. User cannot change the defaulted date. Application will populate the Date of Issue field with branch date on approval if date of approval is later than date of Registration.
Applicable Rules	Read only field. The applicable rules for the LC is auto populated from Export LC.
Date of Expiry	Date of expiry is defaulted from the underlying Export LC. User can change the defaulted date of expiry. On change of values, relevant validations will happen. Date of Expiry of Transferred LC cannot be later than the Expiry Date of the underlying Export LC.
Place of Expiry	Place of expiry is defaulted from the underlying Export LC. User can change the defaulted place of expiry. On change of values, relevant validations will happen.
Second Beneficiary	Click <b>Search</b> to search and select the second beneficiary from the look-up based on Party ID/Party Name. The user can select the beneficiary for Export LC Transfer. If beneficiary is not a customer of the bank, then choose WALKIN customer id and provide the beneficiary details. If beneficiary is a customer and KYC status is not valid, then system will display alert message.
Percentage Credit Amount Tolerance	Tolerance Amount to default from the underlying Export LC. User can change the value of tolerance amount.
Additional Amount Covered	Specify any additional amount included in export LC.

### Table 2-4 (Cont.) Export LC Transfer - Registration - LC Details - Field Description

### 5. Click Submit.

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

Table 2-5	Export LC Transfer	- Registration - Action Buttons	- Field Description
-----------	--------------------	---------------------------------	---------------------

Field	Description
Documents	Upload the documents received under the Export LC Transfer. System displays the mandatory and optional documents. If mandatory documents are not uploaded, system should display an error on submit. The possible documents submitted under an Export LC Transfer request are:
Remarks	Specify any additional information regarding the Export LC Transfer. This information can be viewed by other users handling the request.



Field	Description
Customer Instruction	<ul> <li>Click to view/ input the following.</li> <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>
Common Group Messages	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.
Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancels the Export LC Transfer task. Details entered will not be saved and the task will be removed
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.
Submit	The task will move to next logical stage of Export LC Transfer. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

## Table 2-5(Cont.) Export LC Transfer - Registration - Action Buttons - FieldDescription

#### Document Linkage

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

 Bi-Directional Flow for Offline Transactions Initiated from OBTFPM This topic provides the systematic instructions to initiate the Bi-Directional Flow for Offline Transactions Initiated from OBTFPM.

## 2.2.1 Document Linkage

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

In OBTFPM, 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.

ocument Status <sub>Select</sub> All	•	
Letter of Credit	Letter of Credit	)
Pro-forma Invoice	Application Form	
	Ĺ	
(+)		

2. Click the Add Additional Documents button/ link.

Document	
Document Type	Document Code
Letter of Credit 🔹	Insurance Policy
Document Title	Document Description
Required	
Remarks	Document Expiry Date
Drop files here or click to select	Link Document
Selected files:	

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

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

The link **Document** pop up screen is displayed. The value selected in **Document Type** and **Document Code** of **Document** screen are defaulted in the Link Document Search screen.



Customer Id			0	ocumen	it ld				
001044			[						
Document Type			C	ocumen	t Code				
Letter of Credit		•	ſ	Insura	nce Policy		•		
Fetch Link Document	Document ᅌ	Customer 🔶	Document Type	٥	Document Code	\$ Upload Date	\$	Reference Number	\$
No data to displa	у.								
Page 1 (0 o	f 0 items)  <	< 1 → >	I						

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

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

Customer Id			Do	ocument ld		
001044						
Oocument Type			Do	ocument Code		
Letter of Cred	it	•	1	Insurance Policy	•	
Fetch						
Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date 🗘	Reference 🗘
Link	616	001044	fdff	INSURANCE	December 6, 2023	PK2ELCU000003399
Link	116	001044		INSURANCE	November 3, 2023	PK2ILCD000001238
Link	144	001044		INSURANCE	November 6, 2023	PK2IILD000001312
Link	162	001044		INSURANCE	November 9, 2023	PK2ELCC000001424
Link	684	001044	CVCVC	INSURANCE	December 11, 2023	PK2IELD000004034

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

6. Click Edit icon to edit the documents.

The **Edit Document** screen is displayed.

Document Id	Document Title
2464	ddf
Application Reference Number	Entity Reference Number
PK2ILCI000053389	PK2ILCI000053389
Document Type Id	Document Description
TFPM_DOCTYPE001	dfdfdf
Remarks	Document Expiry Date
ffdfd	Ţ.
Drop files her	re or click to select
	Update

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## 2.2.2 Bi-Directional Flow for Offline Transactions Initiated from OBTFPM

This topic provides the systematic instructions to initiate the Bi-Directional Flow for Offline Transactions Initiated from OBTFPM.

Offline Transactions means those transactions which are not initiated by OBDX, but are initiated directly by the bank user in OBTFPM upon request received from the customer. **Pre- Conditions:** 

- Customer Maintenance details are replicated from OBTF to OBTFPM.
- Task is initiated in OBTFPM, Customer ID is captured/populated and Process Reference Number is generated.
- 1. Customer Maintenance details are replicated from OBTF to OBTFPM.
- In OBTFPM, 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 validates 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 Export LC Transfer Amendment request.

At Scrutiny stage, user can scrutinize the Export LC Transfer Amendment request. As part of Scrutiny, the user enters the basic details of the Export LC transfer Amendment request and can verify if the request can be processed further.

**Non-Online Channel** - Export LC Transfer 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.

**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 and available data for all data segments from Application stage to Data Enrichment stage should be auto populated.

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 Task.
- 2. Under Task, click Free Task.

Figure 2-5 Free Task



Menu Item Search Q	Fre	e Tasks						
۲ Tasks	0	Refresh 🔗 Ac	quire 🖁 🛱 Fi	ow Diagram				
		Acquire and Edit	Priority 0	Process Name 🗢	Process Reference ≎ Number	Application Number $\  \   $	Stage ≎	Application Date
Business Process Maintenance		Acquire and Edit	Medium	Export LC Transfer Amendment	PK2ELCT000052	PK2ELCT000052488	Scrutiny	22-04-20
Completed Tasks		Acquire and Edit	Medium	Guarantee Advise Claim Lodgin	PK2IGCA000052	PK2IGCA000052534	DataEnrichment	22-04-20
Free Tasks		Acquire and Edit	Medium	Import LC Amendment Islamic	PK2IILM000052517	PK2IILM000052517	Scrutiny	22-04-20
		Acquire and Edit	Medium	Guarantee SBLC Issuance-Clai	PK2GISC000052	PK2GISC000052503	DataEnrichment	22-04-20
My Tasks		Acquire and Edit	Medium	Guarantee Advise	PK2GTEA000052	PK2GTEA000052491	KYC Exceptional approval	22-04-20
		Acquire and Edit	Medium	Guarantee Issuance	PK2GTEI000052	PK2GTEI000052344	DataEnrichment	22-04-20
		Acquire and Edit	High	Import LC Issuance	PK2ILCI000052477	PK2ILCI000052477	Scrutiny	22-04-20
		Acquire and Edit	High	Import LC Issuance	PK2ILCI000052471	PK2ILCI000052471	Scrutiny	22-04-20
		Acquire and Edit	Medium	Export LC Advise Islamic	PK2IELA000052	PK2IELA000052469	Scrutiny	22-04-20
		Acquire and Edit	Medium	Guarantee Advise Claim Lodging	PK2GADC00005	PK2GADC000052463	DataEnrichment	22-04-20
		Acquire and Edit	Medium	Guarantee Advise Claim Lodging	PK2GADC00005	PK2GADC000052459	DataEnrichment	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 or provide input for Scrutiny stage.

Menu Item Search Q	Му	Tasks						
K Tasks	0	Refresh	Release	● Escalate	legate 🖁 Flow Diagram			
		Edit	Priority 0	Process Name 0	Process Reference Number 0	Application Number 0	Stage 🗘	Application Date 0
		Edit	Medium	Export LC Transfer A	PK2ELCT000052488	PK2ELCT000052488	Scrutiny	22-04-20
		Edit	Medium	Islamic Import LC Liqu	PK2IILL000051332	PK2IILL000051332	Approval Task Level 1	22-04-20
Free Tasks		Edit		Import LC Liquidation	PK2ILCL000051282	PK2ILCL000051282	Registration	22-04-20
Hold Tasks		Edit		Import LC Liquidation	PK2ILCL000051281	PK2ILCL000051281	Registration	22-04-20
		Edit	Medium	Import LC Liquidation	PK2ILCL000051256	PK2ILCL000051256	DataEnrichment	22-04-20
My Tasks		Edit		Import LC Liquidation	PK2ILCL000051120	PK2ILCL000051120	Registration	22-04-20
		Edit	Medium	Buyers Credit Update	PK2BYCR000051084	PK2BYCR000051084	DataEnrichment	22-04-20
		Edit	Medium	Repayment of Buyers	PK2BYCR000010178	PK2BYCR000010178	Liquidation	22-04-20
SubProcess Tasks		Edit	Medium	Buyers Credit Update	PK2BYCR000051007	PK2BYCR000051007	DataEnrichment	22-04-20
		Edit	Medium	Import LC Drawing	PK2ILCD000050940	PK2ILCD000050940	DataEnrichment	22-04-20
		Edit	Medium	Islamic Import LC Dra	PK2IILD000010288	PK2IILD000010288	DataEnrichment	22-04-20
		Edit	Medium	Import LC Drawing	PK2ILCD000010253	PK2ILCD000010253	DataEnrichment	22-04-20

### Figure 2-6 My Task

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

The Scrutiny stage has the following hops for data capture:

Main Details

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



- Availability This topic provides the systematic instructions to capture the availability details.
- Payment

This topic provides the systematic instructions to initiate the Payment in Scrutiny stage of Export LC Transfer request.

Additional Fields

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

Additional Details

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

Summary

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

## 2.3.1 Main Details

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

Main details section has two sub section as follows:

- Application Details
- Transfer LC Details.

### **Application Details**

This section provides a quick snapshot of details of LC. User can enter the details in the following fields. Some of the fields that are already having value from registration/online channels will not be editable.

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

Export LC Transfer Amendment Scrutiny :: Application No:- PK2ELCT000052488			Cla	ification Details	Custo	ts Remarks mer Instruction	Overrides Signatures	11	
Main	Main								Screen(1
Availability Shipment	✓ Application Details								
Payment Details	Transfer LC Reference Number	First Beneficiary		Branch			Amendment No		
Amendment Details	TRFS221100031507	001044 G	GOODCAR 🕻	PK2-Oracle Ban	king Trade Fina	•	1		
Additional Fields	Process Reference Number	Priority		Submission Mode			Amendment Date		
Additional Details	PK2ELCT000052488	Medium	•	Desk		•	April 20, 2022		
Summary	Issuing Bank Reference	User Reference Number							
VBNM5678FG980		TRFS221100031507							
	VBNM5678FG980	TRFS221100031507							
	VBNM5678FG980   Transfer LC Details LC Type	TRFS221100031507 Product Code		Product Description			Advising Bank		
	✓ Transfer LC Details			Product Description Transfer Export	product		( IIIII )	RBS PLC	Cò
	✓ Transfer LC Details LC Type	Product Code					punit.	RBS PLC	C
	✓ Transfer LC Details LC Type Sight ▼	Product Code TRFS		Transfer Export	es	T	001185 C	RBS PLC	ß
	✓ Transfer LC Details     LC Type     Slight     ✓     40A - Form of Documentary Credit	Product Code TRFS 31C - Date of Issue		Transfer Export	es F VERSION	Ŧ	001185 C		
	Transfer LC Details LC Type Sight     40A - Form of Documentary Credit IRREVOCABLE     *	Product Code TRFS 31C - Date of Issue April 19, 2022 Second Beneficiary	MARKS AN []	Transfer Export 40E - Applicable Rul UCPURR LATES	es F VERSION	•	001185 C Date of Expiry April 20, 2022	le Amount	
	Transfer LC Details      L: Type      Sight     40A - Form of Documentary Credit      IRREVOCABLE     31D - Place of Expiry	Product Code TRFS 31C - Date of Issue April 19, 2022 Second Beneficiary	MARKS AN	Transfer Export 40E - Applicable Rul UCPURR LATES Export LC Available	es F VERSION Amount	-	001185 C Date of Expiry April 20, 2022 Transfer LC Availab	ile Amount £1,0	Ħ

Figure 2-7 Scrutiny - Main Details



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

Field	Description
Transfer LC Reference Number	Read only field.
Number	System displays the export LC reference number to be transferred.
First Beneficiary	Read only field.
	System displays the name of the first beneficiary.
Branch	Read only field.
	Branch details is auto-populated from LC details.
Amendment No	Read only field.
	System defaults the latest amendment number sequence for this transfer LC.
Process Reference	Read only field.
Number	Unique sequence number for the transaction.
	This is auto generated by the system based on process name and branch code.
Priority	System populates the priority of the customer based on priority maintenance. Values are High, Medium and Low. If priority is not maintained for the customer, system will populate 'Medium' as the default priority.
	User can change the priority populated.
Submission Mode	Read only field.
	System populates the submission mode of Export LC Transfer amendment request.
	By default the submission mode will have the value as 'Desk'.
Amendment Date	Read only field. System defaults the LC amendment date.
Issuing Bank Reference	Read only field.
	System defaults the Issuing Bank number defaulted as per the Transfer LC.
User Reference Number	Read only field.
	System defaults the User Reference number defaulted as per the Transfer LC.

# Table 2-6Export LC Transfer Amendment - Main Details - Application Details -Field Description

### **Transfer LC Details**

Registration user can capture the changes made to the Transfer LC in this section. During registration, if user has not captured input, then user can capture the details in this section.

Figure 2-8 Transfer LC Details

Additional Details	✓ Transfer LC Details					
Summary	LC Type	Product Code	Product Description	Advising Bank		
	Sight -	TRFS	Transfer Export product	001185 Q RBS PLC 🕻		
	40A - Form of Documentary Credit	31C - Date of Issue	40E - Applicable Rules	Date of Expiry		
	IRREVOCABLE *	April 19, 2022	UCPURR LATEST VERSION	April 20, 2022		
	31D - Place of Expiry	Second Beneficiary	Export LC Available Amount	Transfer LC Available Amount		
	UAE	001403 Q MARKS AN 🕻	GBP 💌	GBP • £1,000.00		
	Transfer Amount	39A - Percentage Credit Amount Tolerance	39C - Additional Amount Covered	Beneficiary Consent		
	GBP ▼ £1,000.00					
udit			Request Clarification Reject Refer	Hold Cancel Save & Close		

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

Field	Description
LC Туре	Read only field. System displays the selected LC Type in Registration stage.
Product Code	Read only field. Product Code of the underlying Export LC is displayed.
Product Description	Read only field.
	This field displays the description of the product of the underlying Export LC.
Advising Bank	Specify the advising bank name or click <b>Search</b> to search and select the advising bank from the lookup. System validates whether the Advising Bank is RMA compliant, if not system should display an error message. (Advising Bank is not RMA Compliant). User can change the advising bank values or change the medium of communication from mail to SWIFT.
40A - Form of Documentary Credit	System defaults the value for form of documentary credit. Default LC type is Irrevocable.
Date of Issue	Read only field. This field displays the LC issuance date. Application will default the branch's current date in date of issue.
Applicable Rules	Read only field. Applicable rules for the LC is defaulted by the system. Default rule is 'UCP Latest Version'.
Date of Expiry	Date of expiry is defaulted as per the Transfer LC. User can change the defaulted date of expiry. On change of values, relevant validations will happen.
	Date of Expiry of Transferred LC cannot be later than the Expiry Date of the underlying Export LC.

Table 2-7 Export LC Transfer Amendment - Transfer LC Details - Field Description



Field	Description
Place of Expiry	Place of expiry is defaulted as per the Transfer LC. User can change the defaulted place of expiry. On change of values, relevant validations will happen.
Second Beneficiary	Second beneficiary name is defaulted from the Registration stage as selected for Export LC Transfer Amendment. The user can select the beneficiary for Export LC Transfer Amendment based on Party ID/Party Name from the look-up. If beneficiary is not a customer of the bank, then choose WALKIN customer id and provide the beneficiary details. If beneficiary is a customer and KYC status is not valid, then system will display alert message.
Export LC Available Amount	Read only field. This field displays the Export LC available amount along with currency for Transfer. It must be less than or equals to LC amount less amount transferred (if any).
Transfer LC Available Amount	Read only field. This field displays the Export LC available amount along with currency for Transfer. It must be less than or equals to LC amount less amount transferred (if any).
Transfer Amount	The export LC transfer amount is defaulted from the transferred LC. The user can amend the Transfer LC amount including Tolerance if any.
	During Transfer LC amendment, system checks, that the increase in Transfer LC amount including tolerance is not greater than the Outstanding amount in Parent LC. System should display an error if it is greater.
	During Transfer LC Amendment, if LC amount is decreased, system checks that the decrease in LC amount is not greater than available balance in Transfer LC, including tolerance if any.
Percentage Credit Amount Tolerance	Tolerance Amount to default from the underlying Export LC. User can change the value of tolerance amount.
Additional Amount Covered	Specify any additional amount included in export LC. In case of online request, system should auto-populate the details. User cannot change the populated value.
Beneficiary Consent	Enable the option, if beneficiary consent is required. Disable the option, if beneficiary consent is not required.

# Table 2-7 (Cont.) Export LC Transfer Amendment - Transfer LC Details - FieldDescription

Audit

PK2ELCT0000					Initiated By	
	152488	PK2	4/20/2022	ATEST11		
ocess Name						
Export LC Tran	sfer Amendment					
5.No ¢	Stage Name 🗘	Pickup Time 🗘	Completed Time 🗢	Completed By 💲	Outcome 🗘	
	Registration	Thu, 12 Sep 2024 07:05:37 GMT	Thu, 12 Sep 2024 10:56:43 GMT	ATEST11	PROCEED	
	Registration	Thu, 12 Sep 2024 07:05:37 GMT	Thu, 12 Sep 2024 10:56:43 GMT	ATEST11	PROCE	

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

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



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 Table 2-8
 Audit - Field Description



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



Field	D e c r i p ti o n
Initiated Date	Thisfielddisplaysthedateonwhichprocessis i nitiated.

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



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



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



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



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



Field	D e s c r i p ti o n
Stage Name	Thisfielddisplaysthecurrentstageoftheprocess.

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

	_
Field	D e s c r i p ti
	o n
Completed Time	Thisfielddisplaysthetimeonwhichtheauditofthecurrentstage

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



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



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



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

2. Click Next.

The task will move to next data segment.

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Upload the required documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following.</li> <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>
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
Request Clarification	User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	<ul> <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> <li>Select a Reject code and give a Reject Description.</li> <li>This reject reason will be available in the remarks window.</li> </ul>
	This reject reason will be available in the remarks window throughout the process.

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

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

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

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

In this section user can input the Availability details for Export LC Transfer. In case the request is received through online channel, the user can verify the details populated. Non Online Channel - Export LC Transfer request that are received at the desk will move to scrutiny stage post successful Registration. The transaction will have the details entered during the Registration stage.

Online Channel - Requests that are received via online channels like trade portal, external system and SWIFT should be available directly for further processing in OBTFPM from scrutiny stage and available data for all data segments from Application stage to Data Enrichment stage would be auto populated.

1. On Availability screen, specify the fields.

Figure 2-9 Availability



(2ELCT00006	4421							View LO	C View Ever	nts Signatures	1 1
fain	No. 11111110009							View L	view Ever	Signatures	]
nam	Availabilit	у									Scree
vailability	✓ Availabilit	y Details									
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Iditional Fields	CITIZB2LXXX	<	Q	BY PAYMENT							Q [
ditional Details	42 P/M - Paymen	t Details									
mmary											
	✓ Shipment	Details									
	43P-Partial Shipr	ments		43T-Transshipment		44A-Place of	Taking in Charge		44E-Port of	Loading	
NOT ALLOWED +		NOT ALLOWED - NEW YORK				NEW YORK					
	44F-Port of Discharge			44B-Place of Final Destination		44C-Latest Date of Shipment			44D-Shipment Period		
				LONDON		April 20, 2022		iii ii			
	Transport Mode			Transport Details		Additional Sh	hipment Details				
	Air		•					D			
	✓ 45A Descr INCO Terms	ription of	Goods and/or S	ervices INCO Terms Description							
	CIF		Q	Cost, Insurance and F	reight (namec						
	Goods Code 0	Goods Type	Goods Description			Original No of Units	Original Price per Unit	Available Units	Transfer quantity	Transfer price per Unit	Total Amount
	MACHINE1	G	machine1		ß	10	£10.00	10			

 Table 2-10
 Availability - Field Description

Field	Description
Availability Details	Specify the availability details based on the description of following table.
Available with	This field identifies the bank with which the credit is available. Online Channel - Read only
	Non Online Channel - It is an input field and user can enter the details.
	<ul> <li>If the LC is restricted to any particular bank, search the bank with SWIFT code (BIC) or Bank Name.</li> </ul>
	<ul> <li>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.</li> <li>If the LC is not restricted to any bank, provide free text - (YOURSELVES, WITH ANY BANK etc.).</li> </ul>
	In case of Online channel, this field is read only. System auto- populates the detail. User cannot change the populated value.

Field	Description
Available By	<ul> <li>This field identifies how the credit is available.</li> <li>Online Channel – Read-only. In case of online request, system should auto-populate the details. User cannot change the populated value.</li> <li>This field displays the value of 'Available By' as per the issued LC. Online Channel - Read only</li> <li>Non Online Channel - It is an input field and user can enter the details.</li> <li>Select one of the following values from drop down, if required.</li> <li>The options are:</li> <li>BY ACCEPTANCE</li> <li>BY DEF PAYMENT</li> <li>BY MIXED PAYMENT</li> <li>BY NEGOTIATION</li> </ul>
	Note: If BY DEF PAYMENT and BY MIXED PAYMENT option is selected, 42 P/M - Payment Details field gets enabled.
Drafts At	This field specifies the tenor of drafts to be drawn under the documentary credit. In case of online request, system should auto-populate the details.
	User cannot change the populated value.
Drawee	<ul> <li>This field is enabled if <b>Drafts At</b> field has a value.</li> <li>Click <b>Search</b> to search and select the Drawee bank (Advising bank or Confirming bank).</li> <li>Search the bank with SWIFT code (BIC) or Bank Name.</li> <li>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted if SWIFT code is available.</li> </ul>
	code will be defaulted, if SWIFT code is not available then the bank name and address to be defaulted.
	In case of online request, this field is read only. System auto- populates the detail. User cannot change the populated value.
Payment Details	This field is applicable if, <b>Available By</b> field has value as <b>BY MIXED</b> <b>PAYMENT</b> or <b>BY DEF PAYMENT</b> and <b>Drafts At</b> field does not have value. In case of online request, system should auto-populate the details.
	User cannot change the populated value.
Shipment Details	User can change the values available in the fields based on the description of following table.

### Table 2-10 (Cont.) Availability - Field Description

Field	Description
Partial Shipments	Read only field. This field specifies whether or not partial shipments are allowed under the documentary credit.
	Partial shipment details is auto-populated from the underlying Transfer LC.
	The options are:
	Allowed
	Conditional
	Not Allowed
	User cannot change the populated value.
Transshipment	Read only field.
	Transshipment details is defaulted from the underlying Transfer LC.
	This field specifies whether or not transshipment are allowed under the documentary credit.
	The options are:
	Allowed
	Conditional
	Not Allowed
	User cannot change the populated value.
Place Of Taking In Charge	Read only field. Place of taking in charge value is defaulted from the underlying Transfer LC.
	The 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 for nor online channel.
Port Of Loading	Read only field. Port of loading details is defaulted from the underlying Transfer LC.
	This field specifies the port of discharge or airport of destination to be indicated on the transport document.
	User cannot change the populated value.
Port Of Discharge	Read only field. Port of discharge details is defaulted from the underlying Transfer L
	This field specifies the port of discharge or airport of destination to be indicated on the transport document. User cannot change the populated value.
Place Of Final Destination	Read only field. Place of final destination details is defaulted from the underlying Transfer LC.
	This field specifies the final destination or place of delivery to be indicated on the transport document.

### Table 2-10 (Cont.) Availability - Field Description

Field	Description					
Latest Date Of Shipment	Indicates the latest date for loading on board/dispatch/taking in charge. Latest date of shipment is auto populated from underlying Export LC. The user can change the date.					
	Note: This field is alternate to Shipment Period. Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.					
	Latest shipment date should be on or before expiry date and should not be before the branch date.					
Shipment Period	Indicates the details of Shipment. Shipment period is auto populated from the underlying Transfer LC. The user can change the shipment period.					
	Note: This field is alternate to Latest Date Of Shipment Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.					
Transport Mode	Transportation mode is auto populated from underlying Export LC The options are: Air Sea Road Rail Multimodal Other The user can change the details.					
Transport Details	The transportation details of shipment is auto populated from underlying Export LC. The user can change the details.					
Additional Shipment Details	Specify the additional details of shipment, if any.					
Description of Goods and/or Services	Specify description of goods and/or services based on the description in the following table: This field contains a description of the goods and/or services of the issued LC and can be changed if required.					
INCO Terms	The INCO terms from the document received details is auto populated from the underlying Export LC.					
INCO Terms Description	The description of the INCO term based on the selected INCO Terms code is auto populated from the underlying Export LC. The user can click + to add multiple description of goods and services.					

### Table 2-10 (Cont.) Availability - Field Description



Field	Description
Goods Code	Goods Details is defaulted from the underlying LC and user can change the values. Click <b>Search</b> to search and select the goods code. from the look-up.
	Once you select goods code, value will default in Goods Type and Goods Description.
Goods Type	The goods type is defaulted from the underlying LC and user can change the values.
Goods Description	The goods description is defaulted from the underlying Transfer LC and user can change the values.
Original No of Units	The system displays the original number of units from the underlying Transfer LC.
Original Price per Unit	The system displays the original price per unit from the underlying Transfer LC.
Available Units	The system displays the available units of the goods. User should not be allowed to update this.
Transfer quantity	Specify the number of units. The system displays an error message if the value for units transferred is more than the units available.
Transfer Price per Unit	Specify the price per unit is not more than the original price per unit.
Total Amount	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).
Action	Click Edit icon to edit the goods code. Click Delete icon to delete the goods code.

Table 2-10	(Cont.) Availability - Field Description
------------	--

2. Click Next.

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

Table 2-11	Availability - Action Buttons - Field Description
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Field	Description
Documents	Upload the required documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.

Field	Description			
Customer Instruction	<ul> <li>Click to view/ input the following.</li> <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 use can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>			
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task			
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.			
View Events	Click to view the details of the details of LC, amendments (if any), drawings (if any) and liquidations if any under the LC in chronologica sequence from LC drawing.			
Reject	<ul> <li>On click of Reject, user must select a Reject Reason from a list displayed by the system.</li> <li>Reject Codes are: <ul> <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> </li> <li>Select a Reject code and give a Reject Description.</li> </ul>			
Refer	This reject reason will be available in the remarks window throughout the process. Select a Refer Reason from the values displayed by the system.			
	<ul> <li>Refer Codes are:</li> <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>			
Hold	<ul> <li>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</li> <li>This option is used, if there are any pending information yet to be received from applicant.</li> </ul>			
Cancel	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.			
Save & Close	Save the details provided and holds the task in 'My Task' queue for			

### Table 2-11 (Cont.) Availability - Action Buttons - Field Description



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

#### Table 2-11 (Cont.) Availability - Action Buttons - Field Description

## 2.3.3 Payment

This topic provides the systematic instructions to initiate the Payment in Scrutiny stage of Export LC Transfer request.

In this section, user can input the Payment details for an Export LC Transfer. As part of Scrutiny, the user can enter the Payment details of an Export LC Transfer request.

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

Export LC Trans	fer Scrutiny :: Application No:-		Clarification Details	Documen	ts Remark	s Overrides	Customer Ins	truction	Incoming Mes	sage	J L 🗸
PK2ELCT00006	4421						View LC	View E	vents Signat	ures	:: ×
⊘ Main	Payment										Screen(3/6
Availability	✓ Payment Details										
Payment	49G-Special Payment conditions for beneficiary	49H-Special F	ayment conditions for re	ceiving bank	48-Period for	Presentation		49-Con	firmation Instruct	ions	
Additional Fields		2		D	21			WITI	HOUT		-
Additional Details	58A - Requested Confirmation Party	58A - Reques	ted Confirmation Party		57A-Advise Ti	rough Bank		78-Instr	ructions to P/A/N	Bank	
Summary	•		٩	D		٩	D			Q	D
	72-Sender to Receiver Information	71D - Charges			78D - Instruct	ons to Intermediar	y Bank				
	Q [2			D			Q				
					C						
					Lø						
Audit			Re	quest Clarific	ation Re	ect Refer	Hold	Cancel	Save & Close	Bac	k Next

Figure 2-10 Scrutiny - Payment

Table 2-12 Payment - Field Description

Field	Description	
Payment Details		
Special Payment conditions for beneficiary	Special Payment conditions for beneficiary is defaulted from the underlying Transfer LC. The user can specify the details, if any special payment condition has to be provided to beneficiary, in case of Non - Online channel.	
	In case of Online channel, system auto-populates the details. User cannot change the populated value.	

Field	Description					
Field	Description					
Special Payment conditions for receiving bank	Special Payment conditions for receiving bank is defaulted from the underlying Transfer LC. The user can specify the details, if any special payment condition has to be provided to receiving bank, in case of Non - Online channel. In case of Online channel, system auto-populates the details. User cannot change the populated value.					
Period for Presentation	Specify the event name in text along with the number of days in number, if the period of presentation is based on any event other than shipment, in case of non-online channel. In case of Online channel, this field is read only.					
Confirmation Instructions	<ul> <li>Select the confirmation instruction for the LC from the available list, in case of non-online channels. The options are:</li> <li>CONFIRM</li> <li>MAY ADD</li> <li>WITHOUT</li> <li>Applicable only if field 49 - confirmation instruction is 'confirm' or 'may add'. You can search through LOV, Party type with banks should only be displayed in LOV. The system should display the</li> <li>SWIFT code (if available)</li> <li>Name and address of the bank</li> <li>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.</li> <li>In case of Online channel, this field is read only. System autopopulates the detail. User cannot change the populated value.</li> </ul>					
Requested Confirmation Party	Click <b>Search</b> to search and select the appropriate requested confirmation party, in case of online and non-online channels. This field is enabled and mandatory, if the <b>Confirmation</b> <b>Instructions</b> is <b>CONFIRM</b> or <b>MAY ADD</b> .					
	Note: This field is applicable only for LC Type - Confirmed LC. In case of Online channel, this field is read only. System auto-					
	populates the detail. User cannot change the populated value.					
Advise Through Bank	<ul> <li>Click Search to search and select the advise through bank, in case of Non - Online channel. Party type with banks must be displayed in look-up.</li> <li>SWIFT code (if available)</li> <li>Name and address of the bank</li> <li>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.</li> <li>In case of online request, system should auto-populate the details. User cannot change the populated value.</li> </ul>					
Instructions to P/A/N Bank	Click <b>Search</b> to search and select the instructions to P/A/N Bank, in case of Non - Online channel. In case of Online channel, update the details received.					

### Table 2-12 (Cont.) Payment - Field Description



Field	Description
Sender to Receiver Information	Click <b>Search</b> to search and select the sender to receiver information (FFT), in case of Non - Online channel. In case of Online channel, update the details received.
Charges	Specify the charges details(FFT), in case of non-online channel. In case of Online channel, this field is read only.
Instructions to Intermediary Bank	Click <b>Search</b> to search and select the instructions to intermediary bank.

#### Table 2-12 (Cont.) Payment - Field Description

2. Click Next.

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

Table 2 10 Tayment betans Action Battons Thera bescription	Table 2-13	Payment Details - Action Buttons - Field Description
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Field	Description
Documents	Upload the required documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following.</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.

Field	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	<ul> <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.
Refer	Select a Refer Reason from the values displayed by the system.
	Refer Codes are:
	<ul> <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>
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.
	This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	On click of Back, task moves to previous logical step.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

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

## 2.3.4 Additional Fields

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

In this section, the user can input in the additional fields implemented by the bank for Export LC Transfer. Any user defined fields maintained at the bank level should be available in this Additional field details.

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

Figure 2-11 Scrutiny - Additional Fields

Export LC Trans	fer Scrutiny :: Application No:-	Clarification Details	Documents	Remarks	Overrides	Customer Inst	truction In	coming Message	:: ×
PK2ELCT00006	4421					View LC	View Events	Signatures	۰r ×
Main	Additional Fields								Screen(4,
Availability	✓ Additional Fields								
Payment	No Additional fields configured!								
Additional Fields									
Additional Details									
Summary									

#### 2. Click Next.

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

Field	Description
Documents	Upload the required documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following.</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields

<b>Table 2-14</b>	Additional Fields - Action Buttons - Field Description



Field	Description
View Events	Click to view the details of the details of LC, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	R1- Documents missing
	R2- Signature Missing
	<ul> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> </ul>
	R5 - Others
	Select a Reject code and give a Reject Description.
	This reject reason will be available in the remarks window
	throughout the process.
Refer	Select a Refer Reason from the values displayed by the system.
	Refer Codes are:
	R1- Documents missing
	R2- Signature Missing
	R3- Input Error
	R4- Insufficient Balance/Limits
11-1-1	R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.
	This option is used, if there are any pending information yet to
	be received from applicant.
Cancel	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	On click of Back, task moves to previous logical step.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

#### Table 2-14 (Cont.) Additional Fields - Action Buttons - Field Description

### 2.3.5 Additional Details

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

In the Additional Details section, the user can verify/input/update the additional details Data Segment of the Export LC Transfer.

The various additional details should be available as tile. Each tile can be selected and the respective screen will open for the user to capture details.

This is a multi-grid section with facility to attach more than one line.



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

Figure 2-12 Additional Details

Export LC Transfe	r Scrutiny :: Application No:-	Clarification Details	Documents	Remarks	Overrides	Customer Inst	ruction	coming Message	:: ×
PK2ELCT0000644	21					View LC	View Events	Signatures	·· ^
⊘ Main	Additional Details								Screen(5/6
Availability	Commission, Charges and Taxes								
Payment									
Additional Fields	Charge : Commission : Tax :								
Additional Details	Block Status : Not Initiated								
Summary									
Audit		Red	quest Clarification	Reject	Refer	Hold	Cancel	Save & Close	Back Next

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

#### **Commission, Charges and Taxes**

Landing on the additional tab, the default commission, charges and tax if any will get populated.

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.

Charge Details are auto-populated from the back-end system.

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

Recalculate	Re-default															
<ul> <li>Commissio</li> </ul>	n Details															
Component	Rate	Mod. Rate	Currency		Amount	Modifi	ed	Defer	Waive	Charge P	Party	Settl. Acco	unt	٥	Amendable	
No data to disp	lay.															
<ul> <li>Charge Det</li> </ul>	ails	K ∢ 1 I		Current	cy An	iount	Modified	Billir	g Det	er Wa	ive Ch	arge Party	Settlen	nent Accou	nt	0
<ul> <li>Charge Det</li> <li>Component</li> <li>No data to display</li> </ul>	Tag current lay. of 0 items)		nount	Current	cy An	iount	Modified	Billir	g Def	er Wa	live Ch	arge Party	Settlen	ient Accou	nt	0



Table 2-15	<b>Charge Details - Field Description</b>
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Field	Description
Commission Details	If default commission is available under the product, it should be defaulted here with values.
Event Description	Read only field. This field displays the description of the event.
Component	This field displays the commission component.
Rate	This field displays the rate that is defaulted from product. The commission rate, if available in Back Office defaults in 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.
Modified Rate	From the default value, if the rate is changed the value gets updated in this field.
Currency	This field displays the currency in which the commission have to be collected.
Amount	This field displays the amount that is maintained under the product code.
	The commission rate, if available in Back Office defaults in 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.
Modified Amount	From the default value, if the amount is changed, the value gets updated in the modified amount field.
Defer	If enabled, charges/commissions has to be deferred and collected at any future step.
Waive	Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.
Charge Party	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
Settlement Account	Select the settlement account.
Charge Details	This section displays the charge details.
Component	This field displays the charge component type.
Tag Currency	This field displays the tag currency in which the charges have to be collected.
Tag Amount	This field displays the tag amount that is maintained under the product code. User can edit the value, if required.
Currency	This field displays the currency in which the charges have to be collected.
Amount	This field displays the amount that is maintained under the product code. User can edit the value, if required.
Modified	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.

Table 2-15	(Cont.) Charge Details - Field Description
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Field	Description
Billing	If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically enabled in OBTFPM. The user can not enable/disable the option, if it is de-selected by default. This field is disabled, if 'Defer' toggle is enabled.
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM.
	The user can enable/disable the option the check box. On de- selection the user has to click on 'Recalculate' charges button for re- simulation.
Waive	Enble the toggle, if charges has to be waived. Based on the customer maintenance, the charges should be marked for Billing or for Defer.
	This field is disabled, if <b>Defer</b> toggle is enabled.
Charge Party	Charge party is applicant by default. User can change the value to beneficiary.
Settlement Account	Select the settlement account.
Tax Details	The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges/ commission will be available on click of Re-Calculate button or on hand off to back-end system.
Component	This field displays the tax component.
Туре	This field displays the type of tax component.
Value Date	This field displays the value date of tax component.
Currency	This field displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
Amount	This field displays the tax amount based on the percentage of commission maintained. You can edit the tax amount, if applicable.
Billing	If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. This field is disabled, if 'Defer' toggle is enabled.
Defer	If taxes have to be deferred and collected at any future step, this option has to be enabled. The user can enable/disable the option the check box. On deselection the user has to click on 'Recalculate' charges button for resimulation.
Settlement Account	System defaults the settlement account. The user can modify the settlement account.



- 3. Click Save and Close to save the details and close the screen.
- 4. 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 Details - Action Buttons - Field Description

Field	Description
Documents	Upload the required documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following.</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Reject	<ul> <li>On click of Reject, user must select a Reject Reason from a list displayed by the system.</li> <li>Reject Codes are: <ul> <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> </li> <li>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</li> </ul>



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

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

## 2.3.6 Summary

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

User can review the summary of details updated for Export LC Transfer. The user can see the summary tiles.

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

**1.** On **Summary** screen, click <sup>8</sup> on any tile to view the details.

Figure 2-13 Summary

	fer Scrutiny :: Application No:-		Clarification Details	Documents	Remarks	Overrides	Customer Instruction	Incoming Message	View LC	10
K2ELCT000064	4421		View Events Signature						Signatures	
Main	Summary									Screen(6/
Availability	Main	Availabil	ita,			Payme	nt.			
Payment										
Additional Fields	Form of LC : IRREVOCABLE Submission Mode : Desk	Available Available			C Period of Present. Confirmation Instr.		: 21 : WITHOUT			
Additional Details	Date of Issue : 2022-04-20	Port of Lo	Loading : NEV	: NEW YORK : LONDON						
Summary										
		saund parmines			01111111/1/223					
	Additional Fields	Revolvin	g Details			Comm	ission, Charges and	Taxes		
	Click here to view Additional : fields	Revolving		: N		Charge				
	lields	Revolving	In Frequency	:		Commis	ssion			
						Block St	tatus	Not Initiated		

Tiles Displayed in Summary

- Main Details User can view the application details details and export LC details. User can modify the details, if required.
- Availability User can view already captured availability and shipment details. User can modify the details, if required.
- Payment User can view all details related to payments. User can modify the details, if required.
- Additional Fields: Banks can configure the additional fields during implementation. User can view the details of additional fields.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC if applicable.
- Commission, Charges and Taxes: User can see the details provided for charges. User can update the details if required.

#### 2. Click Submit.

The task will move to next logical stage.

#### Table 2-17 Summary - Action Buttons - Field Description

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



Description
Specify any additional information regarding the Export LC Update Drawings. This information can be viewed by other users processing the request.
Content from Remarks field should be handed off to Remarks field in Backend application.
Click to view the overrides accepted by the user.
<ul> <li>Click to view/ input the following</li> <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>
Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.
In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
On click of Reject, user must select a Reject Reason from a list displayed by the system.
Reject Codes are:
R1- Documents missing
R2- Signature Missing
<ul> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> </ul>
R5 - Others
Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Select a Refer Reason from the values displayed by the system.
Refer Codes are:
R1- Documents missing
R2- Signature Missing
<ul> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> </ul>
<ul> <li>R4- Insuncient Balance/Limits</li> <li>R5 - Others</li> </ul>

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



Field	Description
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.
	This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Submit	Task will get moved to next logical stage of Export LC Transfer. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. n case of duplicate documents' system will terminate the process after handing off the details to back office.

#### Table 2-17 (Cont.) Summary - Action Buttons - Field Description

## 2.4 Data Enrichment

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

As a part of Data Enrichment stage, User can enter/update basic details of the incoming request.

Non Online Channel - Export LC Transfer request that were received at the desk will move to DE stage post successful registration and scrutiny stage. The transaction will have the details entered during the registration/scrutiny stage.

Online Channel - Request that are received via online channels like trade portal, external system and SWIFT are available directly for further processing in OBTFPM from scrutiny stage and available data for all data segments from Application stage to Data Enrichment stage would be auto populated.

The user can select the respective field and will be allowed to edit/update the field.

#### Note:

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

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

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

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

Figure 2-14 Free Task



Menu Item Search Q	Fre	e Tasks						
< Tasks	0	Refresh Or Ac	quire <b>S</b> a Fl	ow Diagram				
Awaiting Customer Clarification		Acquire and Edit	Priority 0	Process Name 0	Process Reference Number 0	Application Number 0	Stage 0	Application Date
Business Process Maintenance		Acquire and Edit	Medium	Export LC Transfer	PK2ELCT000064421	PK2ELCT000064421	Scrutiny	22-04-20
Completed Tasks		Acquire and Edit	Medium	Export LC Cancellation	PK2ELCC000064408	PK2ELCC000064408	Handoff RetryTask	22-04-20
Free Tasks		Acquire and Edit	Medium	Export LC Cancellation	PK2ELCC000064407	PK2ELCC000064407	Approval Task Level 1	22-04-20
Hold Tasks		Acquire and Edit	Medium	Guarantee Issuance	PK2GTEI000064410	PK2GTEI000064410	Scrutiny	22-04-20
My Tasks		Acquire and Edit	Medium	Export Documentary	PK2EDCB000064409	PK2EDCB000064409	DataEnrichment	22-04-20
Other User tasks		Acquire and Edit	Medium	Guarantee Issuance	PK2GTEI000064405	PK2GTEI000064405	DataEnrichment	22-04-20
Search		Acquire and Edit	Medium	Export LC Liquidation	PK2ELCL000062427	PK2ELCL000062427	Approval Task Level 1	22-04-20
SubProcess Tasks		Acquire and Edit	Medium	Guarantee Issuance	PK2GTEI000064403	PK2GTEI000064403	Scrutiny	22-04-20
Supervisor Tasks		Acquire and Edit	Medium	Export LC Drawing Up	PK2ELCU000062426	PK2ELCU000062426	Approval Task Level 1	22-04-20
		Acquire and Edit	Medium	Export LC Drawing Up	PK2ELCU000061786	PK2ELCU000061786	Approval Task Level 1	22-04-20
		Acquire and Edit	High	Import LC Issuance	PK2ILCI000064381	PK2ILCI000064381	Sanction Check Exceptiona	21-05-05
		Acquire and Edit	Medium	Export LC Amendment	PK2ELCA000064156	PK2ELCA000064156	DataEnrichment	22-04-20
		Acquire and Edit	Medium	Export LC Advise	PK2ELCA000064361	PK2ELCA000064361	Scrutiny	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 provide input for Data Enrichment stage.

Menu Item Search Q	Му	Tasks						
K Tasks	0	Refresh	Release		legate 🛱 Flow Diagram			
Awaiting Customer Clarification		Edit	Priority 0	Process Name 0	Process Reference Number 💲	Application Number 🗘	Stage	
Business Process Maintenance		Edit	Medium	Export LC Transfer	PK2ELCT000064421	PK2ELCT000064421	DataEnrichment	22-04-20
Completed Tasks		Edit	Medium	Export LC Drawing Up	PK2ELCU000064206	PK2ELCU000064206	Approval Task Level 1	22-04-20
Free Tasks		Edit	Medium	Export LC Drawing Up	PK2ELCU000006906	PK2ELCU000006906	DataEnrichment	22-04-20
Hold Tasks		Edit	Medium	Export LC Amendment	PK2ELCA000064244	PK2ELCA000064244	DataEnrichment	22-04-20
My Tasks		Edit	Medium	Export LC Drawing	PK2ELCD000064352	PK2ELCD000064352	DataEnrichment	22-04-20
Other User tasks		Edit	Medium	Islamic Import LC Am	PK2IILA000063750	PK2IILA000063750	DataEnrichment	22-04-20
Search		Edit	Medium	Import LC Internal Am	PK2IIIA000063679	PK2IIIA000063679	Approval Task Level 1	22-04-20
SubProcess Tasks		Edit	Medium	Import Documentary	PK2IDCU000063636	PK2IDCU000063636	DataEnrichment	22-04-20
Supervisor Tasks		Edit	Medium	Import LC Reopen Isla	PK2IIIR000063487	PK2IIIR000063487	DataEnrichment	22-04-20
		Edit	Medium	Import LC Reopen	PK2ILCR000063467	PK2ILCR000063467	DataEnrichment	22-04-20
		Edit	Medium	Islamic Import LC Dra	PK2IILD000003029	PK2IILD000003029	DataEnrichment	22-04-20
		Edit	Medium	Import LC Liquidation	PK2ILCL000061602	PK2ILCL000061602	Approval Task Level 1	22-04-20
		Edit	Medium	Guarantee SBLC Advis	PK2GADC000000751	PK2GADC000000751	Approval Task Level 1	22-04-20

Figure 2-15 My Task

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

- Main Details
- Availability
- Payment



- Document and Conditions
- Additional Fields
- Advices
- Additional Details
- Settlement Details
- Summary

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

• Main Details

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

Availability

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

• Payment

This topic provides the systematic instructions to initiate the Payment in Data Enrichment stage of Export LC Transfer request.

• Document and Conditions

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

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

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

Additional Details

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

Settlement Details

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

Summary

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

## 2.4.1 Main Details

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

Main details section has two sub section as follows:

- Application Details
- LC Details.

#### **Application Details**



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

Main	Main					Scree
Availability	✓ Application Details					
Payment	Export LC Reference Number	Available Amount		First Beneficiary		Branch
Documents and Conditi	PK2ELCT221109005	GBP *	£100.00	001044	GOODCARE 🕻	PK2-Oracle Banking Trade Fina 🔹
Additional Fields	Priority	Submission Mode		Transfer Amount		Process Reference Number
Advices	Medium	Desk	*	GBP *	£100.00	PK2ELCT000064421
Additional Details		Issuing Bank Reference				
Contract of the second s	Transfer Date	Issuing Bank Reference		Allow Substitution of	of Document	
	April 20, 2022	Issuing Bank Reference		Allow Substitution o	of Document	
Settlement Details		<u> (////</u>			of Document	
Settlement Details		<u> (////</u>			of Document	
Settlement Details Summary	April 20, 2022	<u> (////</u>			of Document	Product Description
Settlement Details	April 20, 2022	100000000	ciF945092¢ 🕻		of Document	Product Description Transfer Export product
Settlement Details	April 20, 2022	1000000000 Advising Bank	CIF945092£	Product Code	Q	
Settlement Details	April 20, 2022	1000000000 Advising Bank 8485711 Q	CIF945092£	Product Code TFS1	Credit Number	Transfer Export product
Settlement Details	April 20, 2022	1000000000 Advising Bank 8485711 Q	CIF945092£	Product Code TFS1 20 - Documentary C	Credit Number 001	Transfer Export product User Reference Number
Settlement Details	April 20, 2022	Advising Bank 8485711 Q Form of Documentary	CIF945092£	Product Code TFS1 20 - Documentary C TFS1221100015	Credit Number 001 les	Transfer Export product User Reference Number TFS1221100015001
Settlement Details	April 20, 2022	1000000000 Advising Bank 8485711 Q Form of Documentary 3IC - Date of Issue	CIF9450922 Credit Details	Product Code TFS1 20 - Documentary C TFS1221100015 40E - Applicable Ru UCP LATEST VI	Credit Number 001 les	Transfer Export product User Reference Number TFS1221100015001 Date of Expiry

Figure 2-16 Data Enrichment - Main Details

Table 2-18	Export LC Transfer - Main Details - Application Details - Field
Description	

Field	Description
Export LC Reference	Read only field.
	System displays the export LC reference number to be transferred.
Available Amount	Read only field.
	System displays the available amount from earlier stages.
First Beneficiary	Read only field.
	System displays the name of the transferor-applicant from the earlier stages.
Branch	Read only field.
	Branch details is auto-populated from LC details.



Field	Description
Priority	System populates the priority of the customer based on priority maintenance. Values are High, Medium and Low. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated.
Submission Mode	Read only field.
	System populates the submission from the earlier stages.
Transfer Amount	System defaults the export LC transfer amount from the earlier stages.
Process Reference Number	Read only field.
	Unique sequence number for the transaction.
	This is auto generated by the system based on process name and branch code.
Transfer Date	Read only field. System defaults the branch's current date as LC transfer date.
Customer Reference Number	Customer reference number is defaulted from the underlying Export LC.
	User can change the Customer reference number.
Allow Substitution of Document	Enable the option to allow the substitution of the export documents received from transferee with the documents from beneficiary.

# Table 2-18(Cont.) Export LC Transfer - Main Details - Application Details - FieldDescription

#### LC Details

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

Figure 2-17 LC Details

	✓ LC Details					
Additional Details	LC Type	Advising Bank	Product Code	Product Description		
Settlement Details	Sight	8485711 Q CIF9450926 D	TFS1 Q	Transfer Export product		
Summary	40A - Form of Documentary Credit	Form of Documentary Credit Details	20 - Documentary Credit Number	User Reference Number		
	IRREVOCABLE TRANSFERABLE		TFS1221100015001	TFS1221100015001		
	23 - Reference To Pre-Advice	31C - Date of Issue	40E - Applicable Rules	Date of Expiry		
		April 20, 2022	UCP LATEST VERSION *	December 28, 2022		
	31D - Place of Expiry	Second Beneficiary	39A - Percentage Credit Amount Tolerance	39C - Additional Amount Covered		
	LONDON	003366 Q GATEWAY T 🕻				



Field	Description						
LC Туре	Read only field. System displays the value used for LC Type as per the latest LC details.						
Advising Bank	Specify the advising bank name or click <b>Search</b> to search and select the advising bank from the lookup.						
Product Code	Read only field. Product Code of the underlying Export LC is displayed. Note: This field is enabled for product code selection from the lookup, if Use Transfer Product flag is set as "Yes" in the						
	bank parameter.						
Product Description	Read only field. This field displays the description of the product of the underlying Export LC.						
40A - Form of Documentary Credit	Read only field. System auto-populates the details from previous operation.						
Form of Documentary Credit Details	Read only field. System auto-populates the details from underlying Export LC						
Documentary Credit Number	Read only field. This field displays the Documentary Credit Number of the selected LC.						
User Reference Number	System defaults the user reference number based on the product code.						
	The user can change the user reference number.						
Reference To Pre-Advice	This field is not applicable.						
Date of Issue	Read only field. Application will default the branch's current date in this field.						
Applicable Rules	Read only field. The applicable rules for the LC is auto populated from previous operation. Default rule is 'UCP Latest Version'.						
Date of Expiry	Date of expiry is defaulted as per the latest LC details. User can change the defaulted date of expiry.						
Place of Expiry	Place of expiry is defaulted as per the latest LC details. User can change the defaulted place of expiry.						
Second Beneficiary	Second beneficiary name is defaulted from the Registration stage as selected for Export LC Transfer. In case of online request, system should auto-populate the details. User cannot change the populated value.						

### Table 2-19 Export LC Transfer - LC Details - Field Description



Field	Description
Percentage Credit Amount Tolerance	Tolerance Amount to default from the underlying Export LC. User can change the value of tolerance amount.
	In case of online request, system should auto-populate the details. User cannot change the populated value.
Additional Amount Covered	Specify any additional amount included in export LC. In case of online request, system should auto-populate the details. User cannot change the populated value.

#### Table 2-19 (Cont.) Export LC Transfer - LC Details - Field Description

#### 2. Click Next.

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

## 2.4.2 Availability

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

User can update/review the Availability details for Export LC Transfer. DE user can select the respective field and should be allowed to edit/update the field. DE user can change only some of the fields received from online channels.

1. On Availability screen, specify the fields.

K2ELCT0000644	121							View LC	Vie	Overrides Accepted Suc	ccessfully
4ain	Availabili	ty							м	lain Details saved succ	essfully
wailability	✓ Availabili	ty Details									
Payment	41a-Available wi	th		41a-Available By		42C-Drafts A	t		42a-Draw	vee	
Documents and Conditi	CITIZB2LXX	х	Q	BY PAYMENT							Q C
Additional Fields	42 P/M - Payme	nt Details									
Advices											
Additional Details	✓ Shipment	t Details									
Settlement Details	43P-Partial Ship	ments		43T-Transshipment	44A-Place of Taking in Charge				44E-Port of Loading		
	NOT ALLOW	VED		NOT ALLOWED	NEW YORK			NEW YORK			
Summary	44F-Port of Discharge			44B-Place of Final Destination	44C-Latest Date of Shipment			44D-Shipment Period			
	LONDON			LONDON		April 20, 2	022	Ē			
	Transport Mode			Transport Details		Additional Sh	ipment Details	Maria			
	Air		•					D			
	✓ 45A Desc INCO Terms	ription o	f Goods and/or	Services INCO Terms Description							
	CIF		Q	Cost, Insurance and Freig	ght (namec						
	Goods Code 0	Goods Type	Goods Description	n		Original No of Units	Original Price per Unit	Available Units	Transfer quantity	Transfer price per Unit	Total Amount
	MACHINE1	G	machine1			10	£10.00	10			

#### Figure 2-18 Availability

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

2. Click Next.

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



For more information on action buttons, refer Table 2-11 of Scrutiny stage.

## 2.4.3 Payment

This topic provides the systematic instructions to initiate the Payment in Data Enrichment stage of Export LC Transfer request.

Data Enrichment user can verify and enter the basic details available in the Export LC Transfer request.

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

Export LC Transfer DataEnrichment :: Application No:-Clarification Details Documents Remarks Overrides Customer Instruction Incoming Message ;: × PK2ELCT000064421 ViewIC View Events Sig Main Screen(3/9) Payment Availabilit ✓ Payment Details 49G-Special Payment conditions for beneficiary 49H-Special Payment conditions for receiving bank 48-Period for Prese D 21 WITHOUT Documents and Conditi 58A - Requested Confirmation Party 57A-Advise Through Bank 78-Instructions to P/A/N Bank Additional Fields 58A - Requested Confirmation Party Q Q Q [2 Advices 72-Sender to Receiver Information 71D - Charges 78D - Instructions to Intermediary Bank Additional Details Q [2 C Q Settlement Details D Summary Audit Refer Hold Cancel Save & Close Back

Figure 2-19 Data Enrichment - Payment Details

For more information on fields, refer Table 2-12 of Scrutiny stage.

2. Click Next.

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

For more information on action buttons, refer Table 2-13 of Scrutiny stage.

## 2.4.4 Document and Conditions

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

User can enter/ update Documents and conditions details for Export LC Transfer. The below fields can be modified in DE stage.

- Document Details
- Additional Conditions

#### **Document Details**

Documents details should default from underlying LC. If Substitute documents allowed is checked, system to give a warning message" Substitution of Documents allowed, please verify the documents".



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

xport LC Transfe K2ELCT0000644														
KZELC1000064	451									View LC	View Events	Signatures		
Main	Documents a	nd Condition	s										Sc	reen(4/9
Availability	✓ Document De	tails												
Payment														
Documents and Conditi	Code 0	Document Des	scription 0	Сору	٥	Original	٥	Clause Description	Original Requ	ired		Action	n	0
Additional Fields	AIRDOC	Air Way						AIRDOC					P	団
Advices	INSDOC	Insurance						INSDOC					1	靣
Additional Details	inspoc							INSDOC						
Settlement Details	INVDOC	Invoice						INVDOC					P	団
Summary	MARDOC	Sea Way						MARDOC					P	
	OTHERDOC	OTHERDOO						OTHERDOC					P	⊞
	4													
	✓ Additional Co	nditions												
	FFT Code		FFT Descriptio	n							Actio	n		\$
	No data to display													

#### Figure 2-20 Data Enrichment - Document Details

Table 2-20 Document Details - Field Description

Field	Description
Document Code	System defaults the document code. User can add the document code by clicking the plus icon.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.
Document Description	System dispalys the document description based on the document code from the latest LC.
Сору	System defaults the number of duplicate copies of documents as required in LC. User can edit the actual copies received. Specify the number copies received.



Field	Description
Original	System defaults the number of documents in original as required in LC. User can edit the actual originals received. Specify the number of original documents received.
Clause Description	System populates the description of the clause required as per LC. User can view the description of the clause by clicking the link in the 'Document Clause' column.
Original Required	System defaults the value to display whether original document is required or not. Enable the option, if original document is required.
Action	Click Edit icon to edit the document details. Click Delete icon to delete the document details.

#### Table 2-20 (Cont.) Document Details - Field Description

#### Additional Conditions

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. User should also be able to add additional FFT.

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

 Table 2-21
 Additional Conditions - Field Description

Field	Description
FFT Code	Click <b>Search</b> to search and select the FFT code from the look up. The user can click + to add multiple Additional Conditions.
FFT Description	This field displays the description of the FFT code based on the selected FFT code.
Action	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. For more information on action buttons, refer to the field description table below.

Field	Description
Documents	View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the export Ic Transfer. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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> </ul>
	<ul> <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>
Incoming Message	This button displays the multiple messages (MT760 + up to 7 MT761 In case of MT798, the User can click and view the MT798 message(770,700/701).
	In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.
	In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.
View Events	Click to view the details of the details of LC, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	<ul> <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.

 Table 2-22
 Document Details - Action Buttons - Field Description



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

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

## 2.4.5 Additional Fields

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

Banks can configure these additional fields during implementation.

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

Figure 2-21 Data Enrichment - Additional Fields

Export LC Transfe PK2ELCT0000644	r DataEnrichment :: Application No:- 21	Clarification Details	Documents	Remarks	Overrides		Document and Conditions saved successfully	×
Availability	Additional Fields							Screen(5/
Payment	No Additional fields configured!							
Documents and Conditi								
Additional Fields								
Advices Additional Details								
Settlement Details								
Summary								
Audit			uest Clarification	Reject	Refer	Hold	Cancel Save & Close	Back Nex



#### 2. Click Next.

The task will move to next data segment. For more information refer Advices. For more information on action buttons, refer Table 2-14 of **Scrutiny** stage.

## 2.4.6 Advices

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

DE user can view the Advices generated during Export LC Transfer request. Advices menu displays the advices available under a product code from the back office as tiles. Some of the possible advices could be of Transfer LC Instrument (SWIFT MT 720), Transfer LC Instrument Copy, and Payment message. The user can also suppress the Advice, if required.

1. On **Advices** screen, click <sup>8</sup> on any advice tile to view the advice details.

	r DataEnrichment :: Application No:-	Clarification Details	Documents	Remarks	Overrides	Customer Instruction	Incoming Message	View LC	:: ×
PK2ELCT0000644	21						View Events	Signatures	11
Main	Advices								Screen(6/9
Availability	Advice : TRANSFER_LC	Advice : TRANSFER_APP		0	Advice	: TRANSFER_NEWB	EN	0	
Payment	Advice Name : TRANSFER LC								
Documents and Conditi	Advice Name : TRANSPER_LC Advice Party : ABK Party Name : CIF945092610	Advice Name : TRANSFER_APP Advice Party : APP Party Name : MARKS AND SP		Advice	Advice Name : TRANSFER_NEWBEN Advice Party : BEN Party Name : GATEWAY TEST				
Additional Fields	Suppress Advice : NO	Suppress Advice : NO							
Advices									
Additional Details	0	0							
Settlement Details	Advice : TRANSFER_ORGBEN	Advice : TRANSFER_ISB		000	Advice	: TRANSFER_NEWA	ГВ	000	
Summary	Advice Name : TRANSFER_ORGBEN Advice Party : BEN Party Name : GOODCARE PLC Suppress Advice : NO	Advice Name : TRANSFE Advice Party : ISB Party Name : WELLS FA Suppress Advice : NO	_		Advice Advice Party N Suppre	Party :	NEWATB		
Audit			Reques	t Clarification	Reject	Refer Hold	Cancel Sav	e & Close	Back Next

#### Figure 2-22 Advices

#### **Advice Details**

Suppress Advice		Advice Name	Medium	Advice	Party
		LC_AMND_INSTR		▼ АВК	
Party ID		Party Name			
001204		ABC BANK			
✓ FFT Code					
FFT Code	FFT Descriptio	n			Action \$
FREEVP	TESTING FF	т			/ 団
<ul> <li>Instructions</li> </ul>					_
					+
Instruction Code		Instruction Description		Edit 🗘	Action 🗘
E023		IN CASE, REIMBURSING BAN			∥⊡

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

Table 2-23 Advice Details

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



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

2. Click Next.

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

 Table 2-24
 Advices - Action Buttons - Field Description

Field	Description
Documents	Click to View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the Export LC Transfer. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.
	In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.



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

#### Table 2-24 (Cont.) Advices - Action Buttons - Field Description

## 2.4.7 Additional Details

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

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

The various additional details should be available as tile. Each tile can be selected and the respective screen will open for the user to capture details. This is a multi-grid section with facility to attach more than one line.

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

Figure 2-23 Additional Details

	DataEnrichment :: Application N	10							:: >
PK2ELCT00006442	21					View LC	View Events	Signatures	
Main	Additional Details								Screen(
Availability	Commission, Charges and Taxes	Preview Messages	0						
Payment			ō						
Documents and Conditi	Charge : Commission : Tax :	Language : Preview Advice :							
Additional Fields	Block Status : Not Initiated								
Advices									
Additional Details	1								
Settlement Details									
Summary									
udit			uest Clarification	n Reject	Refer	Hold	Cancel	Save & Close	Back

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

#### Limits and Collaterals

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

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

																					+
Customer D	Linkage Type	٥	Liability Number	٥	Line Id/Link Ref No		Line Serial	0	Contribution %	٥	Contribution Currency	٥	Amount to Earmark	٥	Limit Che Response		Respons Message	e o	Edit	t	Delete
001044	Facility								100		GBP		400000						001	1044	世
equence 🔍	Settle		ncy ≎	Settlem		Excha Rate	inge		Collateral		Contribution Amount	¢	Contribution An Account Curren	nount ir cy	1 o (	Account Ba Check Resp		Res	ponse isage	\$	View
equence 🔍	Settle	ment	ncy Ŷ				inge	° s			Amount	¢ 5	Contribution An Account Curren	nount ir cy	ř (			Res Mes	ponse isage	0	View 1
, ash Collatera iequence ≎ lumber ≎	Settle Accou	ment int Currei	ncy ≎				inge .	° s	iplit %		Amount	ř,	Contribution An Account Curren	nount ir cy	ř (	Check Resp		e Res Mes	ponse isage	0	





Customer ld	Linkage Type
001044 Q	Facility
Contribution %	Liability Number
100.0 ~ ^	001044 Q
Contribution Currency	Line Id/Linkage Ref No
USD	001044_US Q
Limit/Liability Currency	Limits Description
USD	
USD Limit Check Response	Amount to Earmark
	Amount to Earmark
Limit Check Response	
Limit Check Response	\$10.00 Limit Available Amount
Limit Check Response Available Expiry Date	\$10.00 Limit Available Amount

Total Collateral Amount		Collateral Amount to be Collected	
£	20.00	£20.00	0
Sequence Number		Collateral Split %	
1.0		100.0 ~ ~	<b>^</b>
Collateral Contrubution Amount		Settlement Account	
£	20.00	PK20010440016 C	۲
Settlement Account Currency		Exchange Rate	
GBP		1.0	
Contribution Amount in Account Cur	rrency	Account Available Amount	
£	20.00		
Response		Response Message	
VN			
Verify			

## Figure 2-25 Collateral Details

Customer Id		Deposit Account	
001044	Q	PK2CDP122110000	03 Q
Deposit Branch		Deposit Available Amo	unt
PK2		GBP 👻	£63,880.34
Deposit Maturity Date		Exchange Rate	
April 20, 2023		1	
Deposit Available In Tr	ansaction Currency	Linkage Percentage %	
GBP 💌	63,880.34	67.0	~ ~
inkage Amount(Trans	saction Currency)		
GBP 💌	£67.00		

Figure 2-26 Deposit Linkage Details

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

Table 2-25 Limit Details - Field Description

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

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

## Table 2-25 (Cont.) Limit Details - Field Description



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

### Table 2-25 (Cont.) Limit Details - Field Description



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

Table 2-25	(Cont.) Limit Details - Field Description

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

#### Table 2-25 (Cont.) Limit Details - Field Description

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

#### **Commission, Charges and Taxes**

Landing on the additional tab, the default commission, charges and tax if any will get populated.

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.

Charge Details are auto-populated from the back-end system.

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



Recalculate Re-default												
Commission Details												
Component Rate	Mod. Rate	Currency	Amount	Modified	d De	efer	Waive	Charge Party	Settl. Acco	ount ≎	Amendable	
No data to display.												
Component Tag cu	rrency Tag Am	ount Curre	ency Amou	nt	Modified	Billing	Defer	r Walve	Charge Party	Settlement Acco	ount	0
No data to display.												
	) < (1)	Х				_						

For more information on fields, refer Table 2-15of Scrutiny stage.

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

#### **Preview Messages**

The bank user can view a preview of the message and advice simulated from back office which is based on the guarantee Claim captured in the previous screen.

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.

#### Note:

Preview to have MT 720 as SWIFT and other advices as Mail Advice. This needs to be mentioned under Preview messages heading.

#### **Draft Confirmation**

The user can view the draft LC message (outgoing MT720 SWIFT message format) being displayed on the preview message text box.

If the user wants to send a copy of the draft LC for customer confirmation, the same can be done by choosing the customer response slider as 'Yes'. On submit of the data enrichment stage the mail message to the customer will be sent.

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

The task will not move to approval but to 'Pending customer response stage. Upon receipt of customer's confirmation, the transaction moves to approval.

In case the customer asks for changes, the transaction will move to data enrichment and after necessary changes, it will move to approval.



Preview Messages			
✓ Preview - SWIFT Message		<ul> <li>Preview - Mail Advice</li> </ul>	
Language	Message Type	Language	Advice Type
English 👻	799 -	English	TRANSFER_APP -
Message Status	Repair Reason	Message Status	Repair Reason
REPAIRED	Module procedure error	GENERATED	
Preview Message		Preview Message	
		DATE : 20-APR-22 PAGE : 1	
		MARKS AND SPENCER 12stree, 1st floor London London	
		DOCUMENTARY CREDIT	
		CREDIT TRANSFER ADVICE	
		WE HEREBY ADVICE TRANSFER OF LETTERS OF CREDIT AS PER THE FOLLOWING DETAILS	
✓ Draft Confirmation			
Draft Confirmation Required	Customer Response		
	*		
Customer Remarks	Response Date		
	Ē		
Customer Email ID 1	Customer Email ID 2		
C			

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

Table 2-26 Preview - Field Description

Field	Description
Preview SWIFT Message	This section displays the <b>Preview SWIFT Message</b> details.
Language	Read only field. English is set as default language for the preview.
Message Type	Select the message type from the drop down. User can choose to see preview of different message like MT 700, MT 740 and MT 701.
Message Status	Read only field. This field displays the message status of draft message of liquidation details.
Repair Reason	Read only field. This field displays the message repair reason of draft message of liquidation details.
Preview Message	This field displays a preview of the draft message.
Preview Mail Device	This section displays the <b>Preview Mail Device</b> details.
Language	Read only field. English is set as default language for the preview.
Advice Type	Select the advice type.

Field	Description
Message Status	Read only field. This field displays the message status of draft message of liquidation details.
Repair Reason	Read only field. This field displays the message repair reason of draft message of liquidation details.
Preview Message	This field displays a preview of the advice.
Draft Confirmation	Following fields will have values on receipt of customer response.
Customer Response	Specify the response received from customer. If the response is received online, the response is auto populated in this field by the system.
Customer Remarks	Indicates the remarks from the customer for the draft.
Response Date	Indicates the customer response received date.
Customer Email ID 1	Indicates the email address of the customer. System fetches the Email ID from Customer Address maintenance in Back office and auto populates the available Email ID.
Customer Email ID 1	By default this field is blank. Click <b>Search</b> 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 OBTFPM.

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

- 5. Click Save and Close to save the details and close the screen.
- 6. Click Next.

The task will move to next data segment. For more information refer Settlement Details. For more information on action buttons, refer Table 2-16 of Scrutiny stage.

## 2.4.8 Settlement Details

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

The user can view/input the settlement details for Export LC Transfer request. The following are the list of fields to be displayed.

1. On Settlement Details screen, specify the fields.

Figure 2-27 Settlement Details



ent Details						View LC	View Events	Signatur	s Screen(8
									Screen(8
vent									
ment Details	5								
nt 0	Currency 0	Debit/Credit 0	Account 0	Account Description 0	Account Curren	ncy ≎	Netting Indicator	۰ c	urrent Event
T_OSEQ	GBP	Debit	PK20010440017	GOODCARE PLC	GBP		No	١	lo
INDAMTEQ	GBP	Debit	PK20010440017	GOODCARE PLC	GBP		No	1	lo
4TEQ	GBP	Debit	PK20010440017	GOODCARE PLC	GBP		No	1	lo
ALAMTEQ	GBP	Credit	PK20010440017	GOODCARE PLC	GBP		No	1	lo
_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP		No	1	lo
		nt   Currency   Curre	nt         o         Currency         o         Debit/Credit         o           TOSEQ         GBP         C         Debit             MNDAMTEQ         GBP         C         Debit             MTEQ         GBP         C         Debit             MALAMTEQ         GBP         C         Debit	nt         o         Currency         Debit/Credit         Account         o           T_OSEQ         GBP         Debit         PR20010440077           MIDAMTEQ         GBP         Debit         PR20010440077           ATEQ         GBP         Debit         PR20010440077           ATEQ         GBP         Debit         PR20010440077           ALAMTEQ         GBP         Credit         PR20010440077	nt         o         Currency         Debit/Credit         Account         o         Account Description         o           T_OSEQ         GBP         Debit         Pk20010440077         GODCARE PLC            MIDAMTEQ         GBP         Debit         Pk20010440077         GODCARE PLC            ATEQ         GBP         Debit         Pk20010440077         GODCARE PLC            ATEQ         GBP         Debit         Pk20010440077         GODCARE PLC            ALAMTEQ         GBP         Credit         Pk20010440077         GODCARE PLC	nt         o         Currence or         Debit/Credit         o         Account         o         Account Description         o         Account Current           TOSEQ         GBP         V         Debit         V         PK20010440077         GOODCARE PLC         GBP           MNDAMTEQ         GBP         V         Debit         V         PK20010440077         GOODCARE PLC         GBP           MTEQ         GBP         Debit         PK20010440077         GOODCARE PLC         GBP           ALAMTEQ         GBP         V         Pcedit         PK20010440077         GOODCARE PLC         GBP	nt         o         Currency         o         Debit/Credit         o         Acount         o         Account Description         o         Account Currency         o           TOSEQ         GBP          Debit          PK20010440077         GOODCARE PLC         GBP         GBP         GBP         GBP          FX20010440077         GOODCARE PLC         GBP         GBP         GBP          GBP          GBP          GBP         GBP         GBP         GBP           GBP           GBP           GBP           GBP           GBP           GBP <th>nt         o         Currence o         Debit/Credit         o         Account         o         Account Description         Account Currence o         Nettig Indicator           TOSEQ         GBP         V         Debit         PE001040007         GOODCARE PLC         GBP         No           MNDAMTEQ         GBP         Debit         PE2001040007         GOODCARE PLC         GBP         No           MTEQ         GBP         Debit         PE2001040007         GOODCARE PLC         GBP         No           MLAMTEQ         GBP         Debit         PE2001040077         GOODCARE PLC         GBP         No</th> <th>nt         o         Currency         o         Debit/Credit         o         Account         o         Account Description         o         Account Currency         o         Netting Indicator         o         r           TOSEQ         GBP         Debit         PEX0010440071         GODCARE PLC         GBP         No         No</th>	nt         o         Currence o         Debit/Credit         o         Account         o         Account Description         Account Currence o         Nettig Indicator           TOSEQ         GBP         V         Debit         PE001040007         GOODCARE PLC         GBP         No           MNDAMTEQ         GBP         Debit         PE2001040007         GOODCARE PLC         GBP         No           MTEQ         GBP         Debit         PE2001040007         GOODCARE PLC         GBP         No           MLAMTEQ         GBP         Debit         PE2001040077         GOODCARE PLC         GBP         No	nt         o         Currency         o         Debit/Credit         o         Account         o         Account Description         o         Account Currency         o         Netting Indicator         o         r           TOSEQ         GBP         Debit         PEX0010440071         GODCARE PLC         GBP         No         No

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

	Table 2-27	Settlement Details – Field Description
--	------------	--

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

2. Click any component in the grid.

## Party Details

Field	Description
Field	Description
Transfer Type	Select the transfer type from the drop-down list. The options are:
	Customer Transfer
	Bank Transfer for own account
	Direct Debit Advice
	Managers Check
	Customer Transfer with Cover
	Bank Transfer
Charge Details	Select the charge details for the transaction.
	The options are: • Beneficiary All Charges
	Remitter Our Charges
	Remitter All Charges
Netting Indicator	Select the netting indicator for the component.
Netting maleator	The options are:
	• Yes
	• No
Ordering Customer	Click search icon to search and select the ordering customer from the look up.
Ordering Institution	Click search icon to search and select the ordering institution from the look up.
Senders Correspondent	Click search icon to search and select the senders correspondent from the look up.
Receivers Correspondent	Click search icon to search and select the receivers correspondent from the look up.
Intermediary Institution	Click search icon to search and select the intermediary institution from the look up.
Account with Institution	Click search icon to search and select the account with institution from the look up.
Beneficiary Institution	Click search icon to search and select the beneficiary institution from the look up.
Ultimate Beneficiary	Click search icon to search and select the ultimate beneficiary from the look up.
Intermediary Reimbursement Institution	Click search icon to search and select the intermediary reimbursement institution from the look up.
Receiver	Click search icon to search and select the receiver from the look up.

## Table 2-28 Party Details – Field Description

### **Payment Details**

### Table 2-29 Payment Details - Field Description

Field	Description
Sender to Receiver 1	Specify the sender to receiver message.
Sender to Receiver 2	Specify the sender to receiver message.
Sender to Receiver 3	Specify the sender to receiver message.
Sender to Receiver 4	Specify the sender to receiver message.
Sender to Receiver 5	Specify the sender to receiver message.
Sender to Receiver 6	Specify the sender to receiver message.



#### **Remittance Information**

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

### Table 2-30 Remittance Information – Field Description

3. Click Next.

The task will move to next data segment.

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

Field	Description
Documents	View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the Export LC Transfer. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks
	field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.



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

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

## 2.4.9 Summary

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

User can review the summary of details updated in Data Enrichment stage of Export LC Transfer request.

As part of summary screen, user can see the summary tiles. The Summary tiles display a list of important fields with values. User can drill down from Summary tiles into respective data segments.

**1.** On **Summary** screen, click <sup>8</sup> on any tile to view the details.

Figure 2-28 Summary

Aport LC mansie	r DataEnrichment :: Application No:-	Clarification Details Documents R	temarks Overrides Customer Instruction Incoming Message View LC	12
K2ELCT0000644	21		View Events Signatures	· · ·
Main	Summary			Screen(9,
Availability				
Payment	Main	Availability	Payment	
Documents and Conditi	Form of LC : IRREVOCABLE Submission Mode : Desk	Available With : CITIZB2LXXX Available By : PAYMENT	Period of Present. : 21 Confirmation Instr. : WITHOUT	
Additional Fields	Date of Issue : 2022-04-20	Port of Loading : NEW YORK Port of Discharge : LONDON		
Advices		Torror Discharge . London		
Additional Details				
Settlement Details				
Summary				
	Documents and Conditions	Additional Fields	Advices	
	Document 1 : Document 2 :	Click here to view Additional : fields	Advice 1 : TRANSFER_LC Advice 2 : TRANSFER_APP Advice 3 : TRANSFER_NEW Advice 4 : TRANSFER_NGG Advice 5 : TRANSFER_ISB	
	Revolving Details	Commission, Charges and Taxes	Preview Messages	
	Revolving : N Revolving In : Revolving Frequency :	Charge : Commission : Tax : Block Status : Not Initiated	Language : ENG Preview Message : -	
	Settlement Details	Accounting Details	Party Details	
	Component : Account Number : Currency :	Event : AVAL AccountNumber : 52000002 Branch : PK2	Advrsing Bank :CIP945092610 Issuing Bank :WELLS FARGO Applicant :MARKS AND SP Beneficiary :GATEWAY TEST	
	Compliance			
	KYC     : Not Initiate       Sanctions     : Not Initiate       AML     : Not Initiate			

Tiles Displayed in Summary

- Main Details User can view the application details details and export LC details. User can modify the details, if required.
- Availability User can view already captured availability and shipment details. User can modify the details, if required.
- Payment User can view all details related to payments. User can modify the details, if required.
- Documents and Conditions User can view the document details and additional condition details. User can modify the details, if required.
- Additional Fields: Banks can configure the additional fields during implementation. User can view the details of additional fields.
- Advices User can view the details of the advices.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC if applicable.
- Commission, Charges and Taxes: User can see the details provided for charges. User can update the details if required.



- Preview Messages User can view the preview of the message.
- Settlement Details User can view the settlement details.
- Accounting Details User can view the accounting entries generated in back office.

### Note:

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

- Party Details User can view party details like applicant, advising bank etc.
- Compliance User can view the compliance details.
- 2. Click Submit.

The task will move to next logical stage.

For more information on action buttons, refer Table 2-17 of Scrutiny stage.

## 2.5 Exceptions

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

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

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

#### **Amount Block Exception Approval**

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

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

Log in into OBTFPM application, amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue. Open the task to view summary of important fields with values.

On Approval, system should not release the Amount Block against each applicable account and system should handoff the "Amount Block Reference Number "to the back office. On successful handoff, back office will make use of these "Amount Block Reference Number" to release the Amount Block done in the mid office (OBTFPM) and should debit the CASA account from the Back office. If multiple accounts are applicable, Amount Block. Reference for all accounts to be passed to the back office.

Exception is created when sufficient balance is not available for blocking the settlement account and the same can be addressed by the approver in the following ways:

- Approve:
  - Settlement amount will be funded (outside of this process)
  - Allow account to be overdrawn during hand-off



- Refer:
  - Refer Refer back to DE providing alternate settlement account to be used for block.
  - Different collateral to be mapped or utilize lines in place of collateral.
- Reject: Reject the transaction due to non-availability of sufficient balance in settlement account

#### **Amount Bock Exception**

This section will display the amount block exception details.

#### Summary

Tiles Displayed in Summary:

- Main Details User can view the application details details and export LC details.
- Availability User can view already captured availability and shipment details.
- Payment User can view all details related to payments.
- Documents and Conditions User can view the document details and additional condition details.
- Additional Fields: Banks can configure the additional fields during implementation. User can view the details of additional fields.
- Advices User can view the details of the advices.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC if applicable.
- Commission, Charges and Taxes: User can see the details provided for charges. User can
  update the details if required.
- Preview Messages User can view the preview of the message.
- Settlement Details User can view the settlement details.
- Accounting Details User can view the accounting entries generated in back office.

#### Note:

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

- Party Details User can view party details like applicant, advising bank etc.
- Compliance User can view the compliance details.
- 1. Click **Approve**. to approve thw export booking amount bolck exception check.

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

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

Field	Description
Documents	View/Upload the required document.



Field	Description
Remarks	Specify any additional information regarding the Export LC Transfer. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Reject	<ul> <li>On click of Reject, user must select a Reject Reason from a list displayed by the system.</li> <li>Reject Codes are: <ul> <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> </li> <li>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window</li> </ul>
Refer	throughout the process. Select a Refer Reason from the values displayed by the system.
	User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes
	Refer Codes are:
	<ul> <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 2-32 (Cont.) Amount Bock Exception - Action Buttons - Field Description



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

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

#### **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 OBTFPM 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.

Export LC Tran	nsfer KYC Exception	nal approv	val :: Application No:-		Documents	Remarks	Overrides	Custom	er Instruc	tion	oming Messag	.e	Screen(1/2)
PK2ELCT0000	64421									View LC	View Event	's	· ^
• KYC Exception	KYC Exception											Scre	en(1/2
Summary	~												
	KYC Details												
	Party ID	٥	KYC Status	٥	KYC Verified On			٥	KYC Ver	ified Till			٥
	No data to display.												
Audit								Re	ject	Refer	Hold	Approve	Next

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 2-29 Know Your Customer (KYC) Exception



tion	Summary		
	Main	Availability	Payment
	Form of LC : IRREVOCABLE Submission Mode : Desk Date of Issue : 2022-04-20	Available With : CTTIZBLXXX Available By : PAYAENT Port of Loading : NEW YORK Port of Discharge : LONDON	Period of Present. : 21 Confirmation Instr. : WITHOUT
	Documents and Conditions	Additional Fields	Advices
	Document 1 : Document 2 :	Click here to view Additional : fields	Advice 1 : TRANSFER_LC Advice 2 : TRANSFER_APP Advice 3 : TRANSFER_NEW Advice 4 : TRANSFER_NEW Advice 5 : TRANSFER_ISB
	Revolving Details	Commission, Charges and Taxes	Preview Messages
	Revolving : N Revolving In : Revolving Frequency :	Charge : Commission : Tax : Block Status : Not Initiated	Language : ENG Preview Message : -
	Settlement Details	Accounting Details	Party Details
	Component : Account Number : Currency :	Event : AVAL AccountNumber : 52000002 Branch : PK2	Beneficiary : GATEWAY TEST Advising Bank : CIF945092610 Issuing Bank : WELLS FARGO Applicant : MARKS AND SP
	Compliance		
	KYC         : Not Initiate           Sanctions         : Not Initiate           AML         : Not Initiate		

Tiles Displayed in Summary:

- Main Details User can view the application details details and export LC details.
- Availability User can view already captured availability and shipment details.
- Payment User can view all details related to payments.
- Documents and Conditions User can view the document details and additional condition details.
- Additional Fields: Banks can configure the additional fields during implementation. User can view the details of additional fields.
- Advices User can view the details of the advices.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC if applicable.
- Commission, Charges and Taxes: User can see the details provided for charges. User can update the details if required.
- Preview Messages User can view the preview of the message.
- Settlement Details User can view the settlement details.



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

#### Note:

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

- Party Details User can view party details like applicant, advising bank etc.
- Compliance User can view the compliance details.

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

# Table 2-33Exception - Know Your Customer (KYC) Summary - Action Buttons - FieldDescription

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the Export LC Drawing. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.

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

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

#### 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 OBTFPM application, limit check exception queue. Limit check exception failed tasks for Trade Finance transactions must be listed in your queue.
- 2. Click **My Task**. The summary tiles displays summary of important fields with values.

## Note:

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

Limit check Exception approver can do the following actions:

#### Approve

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

#### Refer

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

#### Reject

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

#### Limit/Credit Check

This section will display the amount block exception details.

#### Summary

Tiles Displayed in Summary:

- Main Details User can view the application details details and export LC details.
- Availability User can view already captured availability and shipment details.
- · Payment User can view all details related to payments.
- Documents and Conditions User can view the document details and additional condition details.
- Additional Fields: Banks can configure the additional fields during implementation. User can view the details of additional fields.
- Advices User can view the details of the advices.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC if applicable.
- Commission, Charges and Taxes: User can see the details provided for charges. User can update the details if required.
- Preview Messages User can view the preview of the message.
- Settlement Details User can view the settlement details.
- Accounting Details User can view the accounting entries generated in back office.



### Note:

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

- Party Details User can view party details like applicant, advising bank etc.
- Compliance User can view the compliance details.

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

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the Export LC Drawing. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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>
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields
View Events	Click to view the details of the details of LC, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are:
	<ul> <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.

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



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

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

## 2.6 Multi Level Approval

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

This stage allows the approver user to review and approve the Export LC Transfer transaction.

- 1. Log in into OBTFPM application and on Home screen, click, Task.
- 2. Under Task, click Free Task.
- Select the appropriate task and click Acquire & Edit to edit the task or click Acquire to edit the task from My Tasks.
- 4. The acquired task will be available in **My Tasks** tab. Click **Edit** to approve the task.

The Approval Re-Key pop-up screen appears.

Figure 2-30 Approval Re-Key

	₩/	View Signatur		Documents
				Remarks
ransfer Curi	rency			
GBP			•	$\oslash$
ransfer Amo	ount			
GBP	•	£10	0.00	$\oslash$

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.

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

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

Transfer Currency



- Transfer Amount
- Expiry 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.

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

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

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



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

**Approval Summary** 



		evel 1 :: Application No:-	Documents	Remarks	Overrides	Customer Inst		coming Message
PK2ELCT000064	4421					View LC	View Events	Signatures
Main		Availability		Payment				
Form of LC Submission Mode Date of Issue	: IRREVOCABLE : Desk : 2022-04-20	Available With : CITIZB2LXX Available By : PAYMENT Port of Loading : NEW YORK Port of Discharge : LONDON	x	Period of Present. Confirmation Instr.		:21 : WITHOUT		
Documents and Condi	itions	Additional Fields		Advices			SS: 111110/085	
Document 1 Document 2	:	Click here to view Additional : fields	ļ	Advice 1 Advice 2 Advice 3 Advice 4 Advice 5		: TRANSFE : TRANSFE : TRANSFE : TRANSFE : TRANSFE	R_APP R_NEW R_ORG	
Revolving Details		Commission, Charges and Taxes		Preview M	essages	111		
Revolving Revolving In Revolving Frequency	: N : :	Charge : Commission : Tax : Block Status : Not Initiated	1	Language Preview Mes	sage	: ENG :-		
Settlement Details	977AUU0700000000000000000000000000000000	Accounting Details		Party Deta	ils	113122222/1/1		-
Component Account Number Currency	1	Event :AVAL AccountNumber :52000002 Branch :PK2		Issuing Bank Applicant Advising Ban Beneficiary		: WELLS FA : MARKS A : CIF94509 : GATEWAY	ND SP 2610	
Compliance		Insurance Details		Exception(	Approval)			
KYC Sanctions AML	: Not Initiate : Verified : Verified	Company : Insured Amount : Expiry Date :		Sanction,KY PLEASE VISI FOR MORE I	T REMARKS	: EXCEPTION : -	N	ļ

Tiles Displayed in Summary:

- Main Details User can view and modify the application details and Export LC details.
- Availability User can view already captured availability and shipment details. User can modify the details, if required.
- Documents and Conditions: User can to view the details of Documents and Conditions.
- Payment User can view all details related to payments. User can modify the details, if required.
- Additional Fields: Banks can configure the additional fields during implementation.
- Advices: User should be able to view the advice details.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC if applicable.
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.



- Party Details: User can see the party details like beneficiary, advising bank etc.
- Preview Messages: User can see the preview details grid.
- Settlement Details: User can see the Settlement details.
- Compliance: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User can view the accounting details.

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

Table 2-35 Approval Summary - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the LC transfer. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <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>
Common Group Messages	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
Incoming Message	Displays the incoming message, if any. In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798
	message (788-799) in this placeholder in Header of the process-task.
View LC	Click to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.
View Events	Click to view the details of the details of LC , amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC drawing.



Field	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	<ul> <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.
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.
	This option is used, if there are any pending information yet to be received from applicant.
Refer	Select a Refer Reason from the values displayed by the system.
	Refer Codes are:
	R1- Documents missing
	R2- Signature Missing
	<ul> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> </ul>
	<ul> <li>R5 - Others</li> </ul>
Cancel	Cancel the Approval stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.

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

8. Click Approve.

## 2.7 Customer - Acknowledgement Format

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

Customer Acknowledgment is generated every time a new Export LC Transfer 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 Application number <CUSTOMER REFERENCE NUMBER> dated <APPLICATION DATE>



This letter is to inform you that we have received your application for issue of Export LC Transfer with the below details:

Applicant: XXXX

Beneficiary: XXXX

Currency: XXXX

Amount: XXXX

Issue Date: XXXX

We have also received the following Documents from you for processing the request:

Document Name 1

Document Name 2

Document Name n

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

This acknowledgement does not constitute issuance of LC.

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 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

## 2.8 Customer - Reject Advice

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 Export LC Transfer application <Customer Reference Number> under our Process Ref <Process Ref No> - Rejected

Further to your recent Export LC Transfer application request dated <Application Date - DD/MM/YYYY>, under our process ref no <process ref no>, this is to advise you that we will not be able to issue the required LC.

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 reason

<Reject Reason > 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 Export LC Transfer application review, please contact us at our bank customer support ph.no xxxxxxxxxx Yours Truly

Authorized Signatory



# Glossary



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