

# Oracle® Banking Trade Finance Process Management Guarantee SBLC Issuance Claim Update Islamic User Guide



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

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Oracle Banking Trade Finance Process Management Guarantee SBLC Issuance Claim Update Islamic 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 **Guarantee SBLC Issuance Claim Update - Islamic** process.

## Audience

This document is intended for the following audience:

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

## Documentation Accessibility

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

### Access to Oracle Support

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Oracle advises customers to get all their security vulnerability information from the Oracle Critical Patch Update Advisory, which is available at [Critical Patches](#), [Security Alerts and Bulletins](#). All critical patches should be applied in a timely manner to ensure effective security, as strongly recommended by [Oracle Software Security Assurance](#).

## Diversity and Inclusion

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

## Structure

This manual is organized into the following chapters:

- Preface: Preface gives information on the intended audience, structure, and related documents for this User Manual.
- Chapters: The subsequent chapters provide an overview to the module.
- Screen Shot Disclaimer - The images of screens used in this user manual are for illustrative purpose only, to provide improved understanding of the functionality; information used in the interface or documents are dummy, it does not exist in real world, and its only for reference purpose.

## Conventions

The following text conventions are used in this document:

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

## Related Documents

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

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

## Screenshot Disclaimer

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

## Acronyms and Abbreviations

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

**Table 1 Acronyms and Abbreviations**

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

## Basic Actions

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

**Table 2 Common Action Buttons and its Definitions**

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

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

Action Buttons	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Click <b>Cancel</b> to cancel the transaction input midway without saving any data.
<b>Save &amp; Close</b>	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.
<b>Next</b>	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.
<b>Submit</b>	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.

## Symbols and Icons

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

Table 3 Symbols and Icons - Common







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



Table 3 (Cont.) Symbols and Icons - Common

Symbol/Icon	Function
	Date Range
	Add a new record
	Navigate to the first record
	Navigate to the last record
	Navigate to the previous record
	Navigate to the next record
	Grid view
	List view
	Refresh
	Click this icon to add a new row.
	Click this icon to delete a row, which is already added.
	Calendar
	Alerts
	Unlock Option
	View Option
	Reopen Option

Table 4 Symbols and Icons - Widget

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

# 1

## Oracle Banking Trade Finance Process Management

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

## Guarantee SBLC Issuance Claim Update - Islamic

This User Manual describes the various stages of Guarantee SBLC Issuance Claim Update - Islamic process.

The claim received under Guarantee/SBLC issued may undergo an amendment.

The various stages involved for Claim update of Guarantee Issued are:

- Receive and verify documents (Non Online Channel)- Registration stage
- Input application details
- Upload of related mandatory and non-mandatory documents
- Verify documents and capture details (Online/Non Online Channels)- Data Enrichment stage
- Check balance availability for amount block
- Check for sanctions & KYC status Create amount block for charges
- Capture remarks for other users to check and act
- Hand off request to back office

The design, development and functionality of the Islamic Guarantee Issuance Lodge Claim Update process flow is similar to that of conventional Guarantee issuance Lodge Claim Update process flow.

In the subsequent sections, let's look at the details for update a claim lodged under a Guarantee/SBLC Issued process:

This topic contains following subtopics:

- [Common Initiation Stage](#)
- [Registration](#)
- [Data Enrichment](#)
- [Multi Level Approval](#)
- [Common Initiation Stage](#)  
This topic provides the systematic instructions to initiate the new **Guarantee SBLC Issuance Claim Update - Islamic** request.
- [Registration](#)  
This topic provides the systematic instructions to initiate the Registration stage of Guarantee SBLC Issuance Claim Update - Islamic request.
- [Data Enrichment](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic request.
- [Exceptions](#)  
This topic helps you quickly get acquainted with the Exceptions process.

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

## 2.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the new **Guarantee SBLC Issuance Claim Update - Islamic** request.

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

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

The **Initiate Task** screen appears.

**Figure 2-1 Initiate Task**

2. On **Initiate Task** screen, specify the fields.

 **Note:**

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

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

**Table 2-1 Initiate Task - Field Description**

Field	Description
<b>Process Name</b>	Select a process name from the drop-down list.
<b>Branch</b>	Select the required branch code from the drop-down list.

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

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

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

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

## 2.2 Registration

This topic provides the systematic instructions to initiate the Registration stage of Guarantee SBLC Issuance Claim Update - Islamic request.

During the Registration stage, the user can register an update to the claim lodged under a Islamic Guarantee/SBLC Issued.

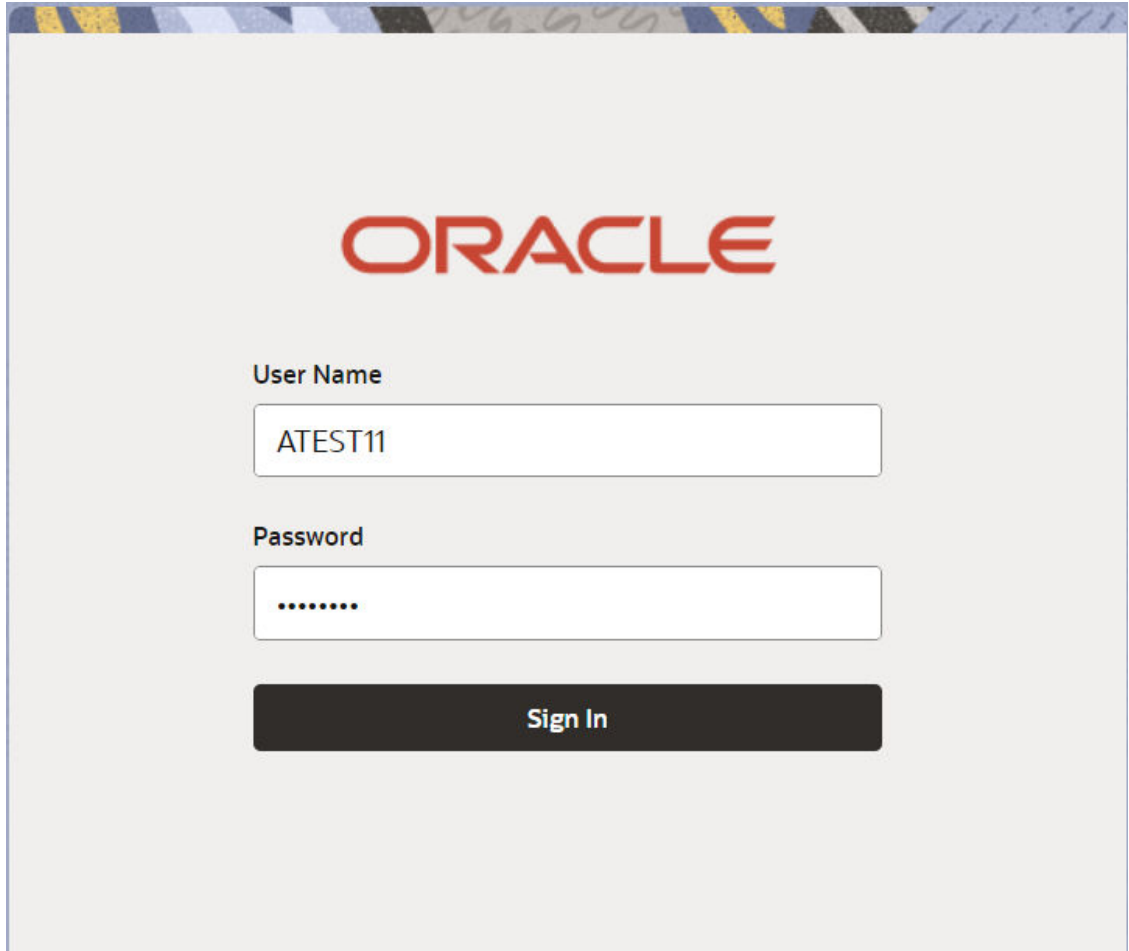
In this stage the user can initiate an update to the Guarantee/ SBLC Claim Lodged. The user can capture the basic details of the application, check the signature of the applicant and upload the related documents of the applicant.

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

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

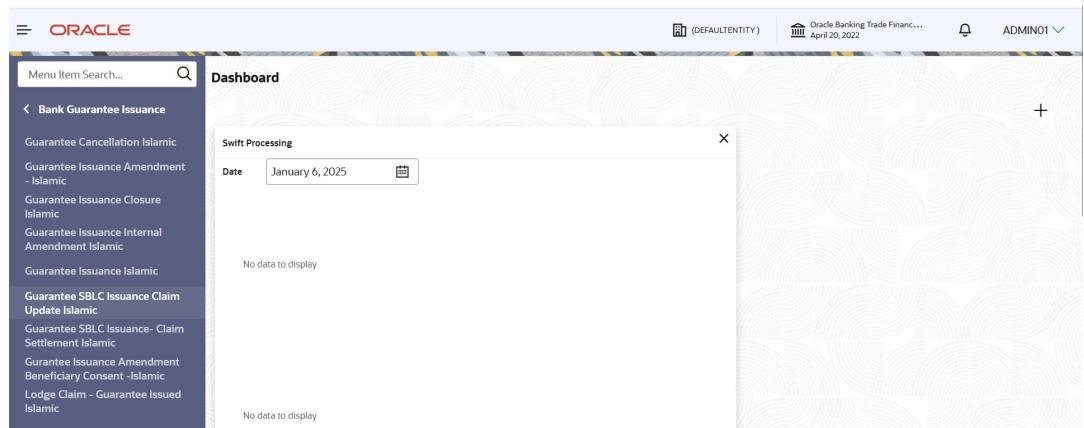
Specify **User ID** and **Password**, and login to **Home** screen.

Figure 2-2 Login Screen



1. On **Home** screen, click **Trade Finance - Islamic**. Under **Trade Finance - Islamic**, click **Bank Guarantee Issuance**.
2. Under **Bank Guarantee Issuance**, click **Guarantee SBLC Issuance Claim Update - Islamic**.

Figure 2-3 Guarantee SBLC Issuance Claim Update - Islamic



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

**Figure 2-4 Application Details**

The request is received at the Branch/ Front office or Processing centre. The user should be able to input the following details.

3. On **Guarantee SBLC Issuance Claim Update - Islamic - 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.



**Table 2-3 Guarantee SBLC Issuance Claim Update - Islamic - Registration - Application Details**

Field	Description
<b>Guarantee/SBLC Number</b>	Specify the Guarantee/SBLC number.  Alternatively, click <b>Search</b> to search and select the Guarantee/SBLC number from the look-up.  System displays all the claims lodged under the Guarantee/SBLC and user can select the claim for which update is required.
<b>Claim Serial Number</b>	Read only field.  System defaults the claim serial number from Guarantee/SBLC Issuance to which update has to be done.
<b>Beneficiary ID/Name</b>	Read only field.  System defaults the customer ID/ Name from Guarantee/SBLC claim.
<b>Branch</b>	Read only field.  System defaults the branch name from Guarantee /SBLC issuance.  Customer's home branch will be displayed.
<b>Process Reference Number</b>	Unique sequence number for the transaction.  This is auto generated by the system based on process name and branch code.
<b>Priority</b>	Priority maintained will be populated as either 'Low or Medium or High or Essential or Critical'. If priority is not maintained for the customer, system will populate <b>Medium</b> as the default priority. User can change the priority populated any time before submit of Registration stage.
<b>Submission Mode</b>	Select the submission mode of Guarantee SBLC Issuance Claim Update - Islamic request from the drop-down list.  By default the submission mode will have the value as 'Desk'.  <ul style="list-style-type: none"> <li>• <b>Desk</b> - Request received through Desk</li> <li>• <b>Fax</b>- Request received through Fax</li> <li>• <b>Email</b>- Request received through Email</li> </ul>
<b>Claim Update Date</b>	Read only field.  By default, the application will display branch's current date for the claim update date.
<b>Beneficiary Reference Number</b>	Specify the Beneficiary Reference Number.
<b>Issuing Bank</b>	Read only field.  System defaults the Issuing Bank name from Guarantee/SBLC claim.


**Table 2-3 (Cont.) Guarantee SBLC Issuance Claim Update - Islamic - Registration - Application Details**

Field	Description
<b>Issuing Bank Reference Number</b>	Read only field. System defaults the Issuing Bank Reference Number from Guarantee/ SBLC claim.
<b>Version</b>	Read only field. System defaults the version number.
<b>User Reference Number</b>	System defaults the user reference number from Guarantee/ SBLC claim.

**Guarantee Details**

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

4. On **Guarantee SBLC Issuance Claim Update - Islamic - Registration - Guarantee Details** screen, specify the fields.

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

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

**Table 2-4 Guarantee SBLC Issuance Claim Update - Islamic- Registration - Guarantee Details - Field Description**

Field	Description
<b>Guarantee Type</b>	Read only field. System defaults the Guarantee type from Guarantee/ Standby Issuance.
<b>Date of Issue</b>	Read only field. System defaults the date of issue from Guarantee /SBLC issuance.

**Table 2-4 (Cont.) Guarantee SBLC Issuance Claim Update - Islamic- Registration - Guarantee Details - Field Description**

Field	Description
<b>Purpose of Message</b>	Read only field. System defaults the purpose of message from Guarantee/ Standby Issuance. The value can be: <ul style="list-style-type: none"> <li>• <b>URDG - Uniform rules for demand guarantees</b></li> <li>• <b>UCPR - Uniform customs and Practices</b></li> <li>• <b>ISPR - International standby Practices</b></li> <li>• <b>NONE - Not subject to any rules</b></li> <li>• <b>OTHR</b></li> </ul>
<b>Expiry Type</b>	Read only field. System defaults the expiry type from Guarantee/ SBLC Issuance. This field indicates whether undertaking has specified expiry date or is open-ended.
<b>Date of Expiry</b>	Read only field. Expiry date of the Guarantee Issuance. System defaults the expiry date from Guarantee/ SBLC Issuance.
<b>Claim Date</b>	Read only field. System defaults the claim date from Guarantee/ SBLC Issuance.
<b>Claim Expiry Date</b>	Read only field. System defaults the claim expiry date from Guarantee/ SBLC Issuance.
<b>Outstanding Currency/ Amount</b>	Read only field. System defaults outstanding currency and amount from Guarantee/ Standby Issuance.
<b>Applicable Rules</b>	Read only field. This field displays the rules of the Guarantee/ Standby issuance. System defaults the value from Guarantee issuance details.
<b>Applicant Bank</b>	Read only field. This system defaults the applicant bank details from Guarantee issuance.
<b>Applicant</b>	Read only field. System defaults the applicant from Guarantee issuance.
<b>Beneficiary</b>	Read only field. System defaults the beneficiary from Guarantee/ SBLC Issuance.
<b>Advising Bank</b>	Read only field. System defaults the details of the advising bank, if available.
<b>Advising Through Bank</b>	Read only field. System defaults the value of advising through bank from Guarantee/ Standby Issuance, if available.
<b>Counter Guarantee Issuing Bank</b>	Read only field. System defaults the counter guarantee issuing through bank, if available.

**Table 2-4 (Cont.) Guarantee SBLC Issuance Claim Update - Islamic- Registration - Guarantee Details - Field Description**

Field	Description
<b>Local Guarantee Issuing Bank</b>	Read only field. System defaults the local guarantee issuing bank, if available.
<b>Accountee</b>	Read only field. System defaults the accountee name from Guarantee/ Standby Issuance claim.

5. Click **Submit**.

The task will move to next logical stage of Guarantee SBLC Issuance Claim Update - Islamic.

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

**Table 2-5 Guarantee SBLC Issuance Claim Update - Islamic - Registration - Action Buttons - Field Description**

Field	Description
<b>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required.  The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.  If more than one signature is available, system should display all the signatures.
<b>Documents</b>	Upload the documents received. Application displays mandatory documents to be uploaded for Guarantee SBLC Issuance Claim Update. Place holders are also available to upload additional documents submitted by the applicant
<b>Remarks</b>	Specify any additional information regarding the Guarantee SBLC Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Customer Instruction</b>	Click to view/ input the following: <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Guarantee/SBLC</b>	Clicking this button allows the user to view the latest underlying Guarantee/SBLC from the back office system.
<b>Guarantee/SBLC Events</b>	Clicking Guarantee/SBLC Events button allows the user to view all the previous events under the Guarantee/Standby LC.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.

**Table 2-5 (Cont.) Guarantee SBLC Issuance Claim Update - Islamic - Registration - Action Buttons - Field Description**

Field	Description
<b>Cancel</b>	Cancels the Guarantee SBLC Issuance Claim Update - Islamic task. Details entered will not be saved and the task will be removed.
<b>Save &amp; Close</b>	Save the information provided and holds the task in 'My Task' queue for working later.  This option will not submit the request.
<b>Submit</b>	Click Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. The task will move to next logical stage of Guarantee SBLC Issuance Claim Update. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
<b>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

- [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 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.
  2. 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 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic request.

On successful completion of Registration of a Guarantee SBLC Claim update request, the request moves to Data Enrichment stage. At this stage the bank user can capture the basic information on claim update.

At this stage the gathered information during Registration stage and claim update request are scrutinized and enter the data as required.



### 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 currently at Data Enrichment stage:

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

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

**Figure 2-5 Free Tasks**

Process Name	Process Reference	Application Number	Stage	Application Date
Guarantee SBLC Issuance-Claim Upd...	PK2IGCU00...	PK2IGCU000065626	DataEnrichment	22-04-20
Export Documentary Collection Book...	PK2EDCB00...	PK2EDCB000065615	Registration	22-04-20
Import LC Issuance	PK2ILCI000...	PK2ILCI000065617	Scrutiny	22-04-20
Import LC Issuance	PK2ILCI000...	PK2ILCI000065613	Scrutiny	22-04-20
Export Documentary Collection Book...	PK2EDCB00...	PK2EDCB000065603	DataEnrichment	22-04-20
Import LC Amendment	PK2ILCA00...	PK2ILCA000065582	Sanction Check Exceptiona...	22-04-20
Guarantee SBLC Advised-Claim Upd...	PK2IGAC00...	PK2IGAC000065598	DataEnrichment	22-04-20
Import LC Issuance	PK2ILCI000...	PK2ILCI000065592	Scrutiny	22-04-20
Import LC Amendment	PK2ILCA00...	PK2ILCA000065581	Scrutiny	22-04-20
Import LC Liquidation	PK2ILCL000...	PK2ILCL000065570	DataEnrichment	22-04-20
Export LC Transfer Cancellation Islamic	PK2IELT000...	PK2IELT000065525	DataEnrichment	22-04-20
Export LC Transfer Cancellation	PK2ELCT00...	PK2ELCT000065524	DataEnrichment	22-04-20
Import LC Amendment	PK2ILCA00...	PK2ILCA000065523	Scrutiny	22-04-20

The **Free Tasks** screen displays.

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

Figure 2-6 My Tasks

Process Name	Process Reference Number	Application Number	Stage	Application Date
Guarantee SBLC Issuance-Claim Update ...	PK2IGCU000065626	PK2IGCU000065...	DataEnrichment	22-04-20
Guarantee Issuance Closure Islamic	PK2IGCL000065625	PK2IGCL000065...	Registration	22-04-20
Islamic Guarantee SBLC Advised -Claim ...	PK2IGTC000065616	PK2IGTC000065...	DataEnrichment	22-04-20
Guarantee Advise Amendment Islamic	PK2IGTU000065574	PK2IGTU000065...	Registration	22-04-20
Guarantee Advise Amendment Islamic	PK2IGTU000065573	PK2IGTU000065...	Registration	22-04-20
Guarantee Advise Amendment Islamic	PK2IGTU000065572	PK2IGTU000065...	Registration	22-04-20
Guarantee Advise Islamic	PK2IGTA000065507	PK2IGTA000065...	Scrutiny	22-04-20
Guarantee Advise Islamic	PK2IGTA000065505	PK2IGTA000065...	DataEnrichment	22-04-20
Islamic Guarantee Advice Closure	PK2IGCD000065501	PK2IGCD000065...	Registration	22-04-20
Islamic Guarantee Advice Closure	PK2IGCD000065500	PK2IGCD000065...	Registration	22-04-20
Islamic Guarantee Advice Closure	PK2IGCD000065499	PK2IGCD000065...	Registration	22-04-20
Islamic Guarantee Advice Closure	PK2IGCD000065498	PK2IGCD000065...	Registration	22-04-20
Guarantee Issuance Amendment Islamic	PK2IGTM000065430	PK2IGTM000065...	Approval Task Level 1	22-04-20

Let's look at the details for Data Enrichment stage. User can enter/update the following fields as part of update of claim under Guarantee/SBLC - Data Enrichment Stage. The Data Enrichment stage has the following hops for data capture:

- [Main](#)  
This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Guarantee Issuance Claim Update - Islamic request.
- [Claim Details](#)  
This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic process.
- [Document Details](#)  
This topic provides the systematic instructions to capture the details of the documents received.
- [Advices](#)  
This topic provides the systematic instructions to capture the advices details of Guarantee SBLC Issuance Claim Update - Islamic process.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic process.
- [Settlement Details](#)  
This topic provides the systematic instructions to capture the settlement details of Guarantee SBLC Issuance Claim Update - Islamic request.
- [Summary](#)  
This topic provides the systematic instructions to view the summary details in Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic process.

### 2.3.1 Main

This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Guarantee Issuance Claim Update - Islamic request.

Main details section has two sub section as follows:




- Application Details
- Guarantee Details.

**Application Details**

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

**Figure 2-7 Data Enrichment - Main**

The screenshot displays the 'Main' screen for 'Guarantee SBLC Issuance-Claim Update Islamic Data Enrichment'. The application number is PK2IGCU000065626. The interface is divided into two main sections: 'Application Details - Main' and 'Guarantee Details'. The 'Application Details' section includes fields for Guarantee/SBLC Number (GLJR22100014015), Claim Serial Number (1), Received From Customer ID/Name (001043 MARKS ANI), Branch (PK2-Oracle Banking Trade Fine), Process Reference Number (PK2IGCU000065626), Priority (Medium), Submission Mode (Desk), Claim Update Date (April 20, 2022), Beneficiary Reference Number, Issuing Bank, Issuing Bank Reference Number, and Version (2). The 'Guarantee Details' section includes Guarantee Type (BILL), 30 Date of Issue (April 20, 2022), Purpose of Message (ISSU), 23B Expiry Type (FIXD), 31E Date of Expiry (December 28, 2022), Claim Date (April 20, 2022), Claim Expiry Date (December 28, 2022), Outstanding Currency/ Amount (GI, £100.00), 40C Applicable Rules (URDG - Uniform rules for demc), Applicant Bank, 50 Applicant (001044 GOODCARE), 59A Beneficiary (001043 MARKS ANI), Advising Bank (001041 WELLS FAR), Advise Through Bank, Counter Guarantee Issuing Bank, and Local Guarantee Issuing Bank. The bottom of the screen features an 'Audit' button and a row of action buttons: Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, and Next.

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

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

**Table 2-6 Main - Application Details - Field Description**

Field	Description
<b>Guarantee/SBLC Number</b>	Read only field. System defaults the value from Registration stage.
<b>Claim Serial Number</b>	Read only field. System defaults the claim serial number from Guarantee/SBLC claim.



**Table 2-6 (Cont.) Main - Application Details - Field Description**

<b>Field</b>	<b>Description</b>
<b>Beneficiary ID/Name</b>	Read only field. System defaults the customer ID/ Name from Guarantee/ SBLC claim.
<b>Branch</b>	Read only field. System defaults the branch name from Guarantee /SBLC issuance.
<b>Process Reference Number</b>	Read only field. Unique OBTFPM task reference number for the transaction. This is auto generated by the system based on process name and branch code.
<b>Priority</b>	Priority maintained will be populated as either 'Low or Medium or High or Essential or Critical'. If priority is not maintained for a customer, 'Medium' priority will be defaulted. User can change the priority.
<b>Submission Mode</b>	System defaults the submission mode of Claim Update Guarantee Issued request. By default the submission mode will have the value as 'Desk'. <ul style="list-style-type: none"> <li>• <b>Desk</b> - Request received through Desk</li> <li>• <b>Fax</b>- Request received through Fax</li> <li>• <b>Email</b>- Request received through Email</li> </ul> The user can change the submission mode.
<b>Claim Update Date</b>	Read only field. By default, the application will display branch's current date for the claim update date.
<b>Beneficiary Reference Number</b>	Specify the Beneficiary Reference Number.
<b>Issuing Bank</b>	Read only field. System defaults the Issuing Bank name from Guarantee/ SBLC claim.
<b>Issuing Bank Reference Number</b>	Read only field. System defaults the Issuing Bank Reference Number from Guarantee/ SBLC claim.
<b>Version</b>	Read only field. System defaults the version number.
<b>User Reference Number</b>	Read only field. System defaults the user reference number from Guarantee/ SBLC claim.

**Main - Guarantee Details**

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

**Figure 2-8 Main - Guarantee Details**

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

**Table 2-7 Main - Guarantee Details - Field Description**

Field	Description
<b>Guarantee Type</b>	Read only field. Guarantee type defaults from Guarantee/ Standby Issuance.
<b>Date of Issue</b>	Read only field. System defaults the date of issue from Guarantee /SBLC issuance.
<b>Purpose of Message</b>	Read only field. System defaults the purpose of message from Guarantee/ Standby Issuance.
<b>Expiry Type</b>	Read only field. System defaults the expiry type from Guarantee/ SBLC Issuance.
<b>Date of Expiry</b>	Read only field. Expiry date of the Guarantee Issuance. System defaults the expiry date from Guarantee/ SBLC Issuance.
<b>Claim Date</b>	Read only field. System defaults the claim date from Guarantee/ SBLC Issuance.
<b>Claim Expiry Date</b>	Read only field. System defaults the claim expiry date from Guarantee/ SBLC Issuance.
<b>Outstanding Currency/ Amount</b>	Read only field. System defaults outstanding currency and amount from Guarantee/ Standby Issuance.
<b>Applicable Rules</b>	Read only field. System defaults the value from Guarantee issuance details.

**Table 2-7 (Cont.) Main - Guarantee Details - Field Description**

Field	Description
<b>Applicant Bank</b>	Read only field. This system defaults the applicant bank details available in Guarantee.
<b>Applicant</b>	Read only field. System defaults the applicant from Guarantee/ SBLC Issuance.
<b>Beneficiary</b>	Read only field. System defaults the beneficiary as in Guarantee/ SBLC Issuance.
<b>Advising Bank</b>	Read only field. System defaults the advising bank if available.
<b>Advising Through Bank</b>	Read only field. System defaults the advising through bank if available in issuance.
<b>Counter Guarantee Issuing Bank</b>	Read only field. System defaults the counter guarantee issuing through bank, if available in issuance.
<b>Local Guarantee Issuing Bank</b>	Read only field. System defaults the local guarantee issuing bank, if available in issuance.
<b>Accountee</b>	Read only field. System defaults the accountee name, if available in Guarantee.

**Audit**

**Task Audit Trail Details**

Application No. <input type="text" value="PK2ILCI00008772"/>	Branch Code <input type="text" value="PK2"/>	Initiated Date <input type="text" value="4/20/2022"/>	Initiated By <input type="text" value="ATEST11"/>
Process Name <input type="text" value="Import LC Issuance"/>			

S.No	Stage Name	Pickup Time	Completed Time	Completed By	Outcome
1	Registration	Thu, 11 Jul 2024 08:01:31 GMT	Thu, 11 Jul 2024 08:02:39 GMT	ATEST11	PROCEED

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

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

**Table 2-8 Audit - Field Description**

Field	Description
<b>Application No.</b>	This field displays the application number of the process.

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

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

2. Click **Next**.

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

Table 2-9 Main - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the Guarantee Issuance Claim Update. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>

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

Field	Description
<b>Incoming Message</b>	Clicking this button allows the user to see the message in case of STP of incoming MT 767. 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.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures.
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.

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

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

## 2.3.2 Claim Details

This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic process.

As a part of Data Enrichment, user can verify and enter basic details available in the incoming Claim Update request. In case the request is received through online channel, the user will verify the details populated. The user can scrutinize the claim update request and input data as required.

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

**Figure 2-9 Claim Details**

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

**Table 2-10 Claim Details - Field Description**

Field	Description
<b>Claiming Bank</b>	System defaults the value from Guarantee /SBLC claim.
<b>Claiming Bank Reference</b>	System defaults the value from Guarantee /SBLC claim.

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

Field	Description
<b>Date of Demand</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.
<b>Demand Indicator</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.
<b>Demand Type</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.
<b>Claim Currency/ Amount</b>	Read Only field. System defaults the currency for claim and the claim amount from Guarantee /SBLC claim.
<b>New Expiry Date</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.  If the applicant has accepted the extension in expiry date, then the new expiry date should be updated in the Guarantee Amend module in OBTf. Any additional commission for the extension to be calculated from the Amendment module.
<b>New Expiry Date-Local Undertaking</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.
<b>Demand Statement</b>	Specify or click Search icon to search and select the narrative text that constitutes the demand.
<b>Presentation Completion Details</b>	Specify or click Search icon to search and select the presentation of completion details, if demand statement is provided. This field specifies information about the presentation documentation. If the presentation is incomplete, this must specify how the presentation will be completed.
<b>Additional Amount Information</b>	Specify or click Search icon to search and select the details on additional amount in this field.
<b>Intermediary</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.
<b>Account with Institution</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.  This field specifies the financial institution through which the amount claimed must pass to reach the account with institution.
<b>Claim Update Details</b>	
<b>Guarantor Response</b>	Select the guarantor response from the drop-down. The values are: <ul style="list-style-type: none"> <li>• <b>Legal Injunction</b></li> <li>• <b>Reject Claim</b></li> <li>• <b>Extension</b></li> </ul>
<b>New Expiry Date</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.  This field appears if you select <b>Extension</b> option in <b>Guarantor Response</b> field.
<b>Old Expiry Date</b>	Read Only field. System defaults the value from Guarantee /SBLC claim.

**Table 2-10 (Cont.) Claim Details - Field Description**

Field	Description
<b>Status</b>	<p>System with default status based on the user acceptance or rejection of the extension request.</p> <p>If the applicant has accepted the extension, the status of the claim update should be Extension – Accepted and handoff from OBTFPM should be provided to the Guarantee Amendment function id in OBTF.</p> <p>If the applicant has rejected the extension, the status of the claim update should be Extension – Rejected and handoff from OBTFPM should be provided to the Guarantee Claim Update function id in OBTF.</p> <p>If the applicant has provided the legal injunction, the status of the claim update should be Injunction and handoff from OBTFPM should be provided to the Guarantee Claim Update function id in OBTF.</p> <p>If the bank has found discrepancy in the claim, user selects Invalid Claim. The status should be Rejected and handoff from OBTFPM should be provided to the Guarantee Claim Update function id in OBTF.</p>
<b>Legal Injunction</b>	<p>User can update the claim status if there is any legal injunction in processing the claim.</p> <p>If Legal injunction is enabled, all other subsequent fields will be ready only. User cannot update any other field.</p>
<b>Reason for Refusal</b>	<p>Specify the the reason for refusal.</p> <p>This field appears if you select <b>Reject Claim</b> option in <b>Guarantor Response</b> field.</p>
<b>Disposal of Documents</b>	<p>Specify or click <b>Search</b> icon to search and select the mode in which the documents have to be disposed in case of rejection of claim.</p>

2. Click **Next**.

The task will move to next data segment.


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

**Table 2-11 Claim Details - Action Buttons - Field Description**

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



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

Field	Description
<b>Documents</b>	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p> <div style="border: 1px solid #0070C0; padding: 5px; margin-top: 10px;"> <p> <b>Note:</b> Not applicable for STP of SWIFT MT 765.</p> </div>
<b>Remarks</b>	<p>Specify any additional information regarding the Guarantee SBLC Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.

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

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

### 2.3.3 Document Details

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

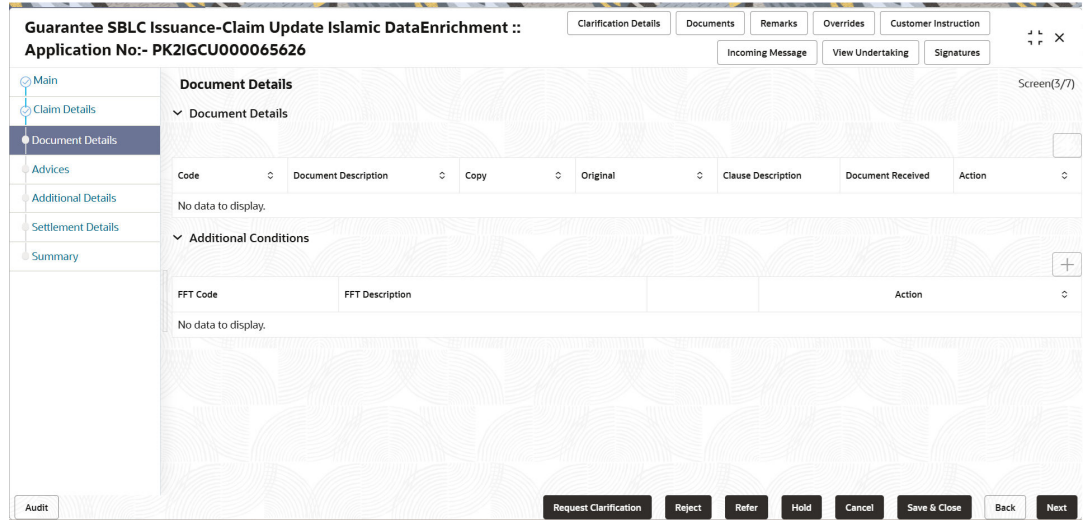
In Document Details hop, the user can view the documents required for a claim and verify if the Claim Documents are submitted as per documents required. The user, can scrutinize the claim request and input data as required.

The user can view the documents as part of claim under Guarantee/SBLC - DE Stage.

If documents to be submitted were provided in the Guarantee Issuance they will be defaulted, else the user can capture the documents submitted under the claim in this section.

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

**Figure 2-10 Data Enrichment - Documents Details**



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

**Table 2-12 Documents Details - Field Description**

Field	Description
<b>Document Details</b>	
<b>Code</b>	Click <b>Search</b> icon to search and select the document code based on the document received.  User can add or delete the code by deleting the line on the grid.
<b>Document Description</b>	System displays the document description based on the document code selection.
<b>Copy</b>	Specify the number copies of the document received. User can edit the actual copies received.
<b>Original</b>	Specify the number of original claim documents received. User can edit the actual originals received.
<b>Document Received</b>	System displays whether original document is received or not. The user can enable the option, if original document is received.
<b>Action</b>	Click Edit icon to edit the document details.  Click Delete icon to delete the document details.

**Additional Conditions**

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

**Table 2-13 Additional Conditions - Field Description**

Field	Description
<b>FFT Code</b>	Click <b>Search</b> to search and select the FFT code.

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

Field	Description
<b>FFT Description</b>	System displays the document name based on the document code selection.
<b>Action</b>	Click Edit icon to edit the additional condition details.  Click Delete icon to delete the additional condition details.

2. Click **Next**.

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

**Table 2-14 Document and Conditions - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the Guarantee SBLC Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767. 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. .
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.

**Table 2-14 (Cont.) Document and Conditions - Action Buttons - Field Description**

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

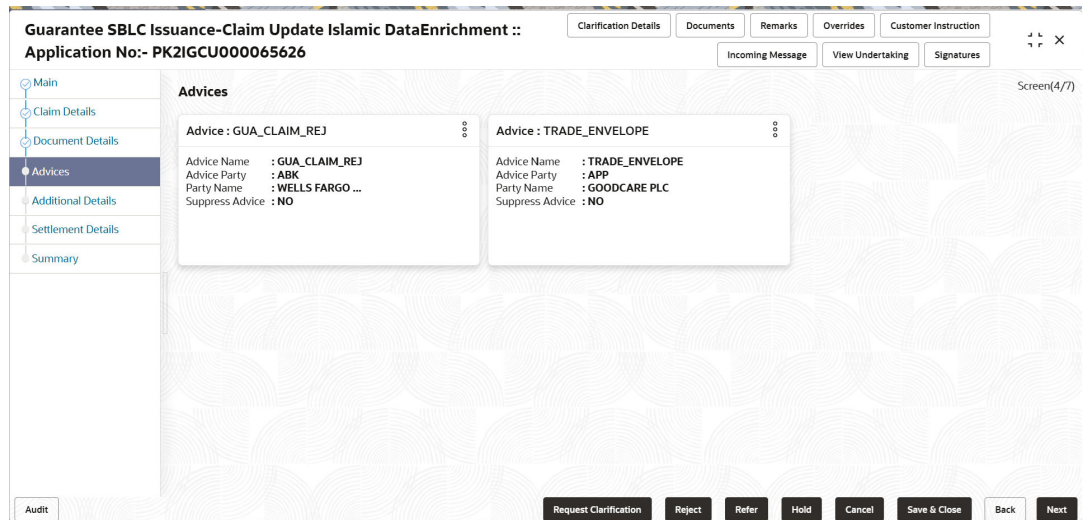
## 2.3.4 Advices

This topic provides the systematic instructions to capture the advices details of Guarantee SBLIC Issuance Claim Update - Islamic process.

This section defaults the advices maintained for the product based on the advices maintained at the Product level. As a part of Data Enrichment, user can verify the advice details data segments of the incoming Islamic Guarantee Claim Update request.

1. On **Advices** screen, click the 3 dots on any advice tile to view the advice details.

**Figure 2-11 Advices**



### Advice Details

**Advice Details**

▼ Advice Details

Suppress Advice

Advice Name: GUARANTEE    Medium: SWIFT    Advice Party: ABK

Party ID: 001041    Party Name: WELLS FARGO ...

▼ FFT Code

FFT Code	FFT Description	Action
FREEVP	TESTING FFT	[Edit] [Delete]


▼ Instructions

Instruction Code	Instruction Description	Edit	Action
E023	IN CASE, REIMBURSING BANK IN NEW YORK, FAILS TO F	[Edit]	[Delete]


OK Cancel

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

**Table 2-15 Advice Details**

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

**Table 2-15 (Cont.) Advice Details**

Field	Description
<b>Instructions</b>	Specify the instruction details based on the following table. Click plus icon to add new instruction code.
<b>Instruction Code</b>	Click <b>Search</b> to search and select the instruction Code.
<b>Instruction Description</b>	Instruction description is populated based on the instruction code selected. User can edit the instruction description.
	Click edit icon to edit the existing instruction description.
<b>Action</b>	Click delete icon to remove any existing instruction code.  Click edit icon to edit the existing instruction code.

2. Click **Next**.

The task will move to next data segment.

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

**Table 2-16 Advices - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.  When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
<b>Remarks</b>	Specify any additional information regarding the Guarantee SBLC Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>



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

Field	Description
<b>Incoming Message</b>	Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767. 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.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Back</b>	Clicking on Back button, takes the user to the previous screen.

**Table 2-16 (Cont.) Advices - Action Buttons - Field Description**

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

## 2.3.5 Additional Details

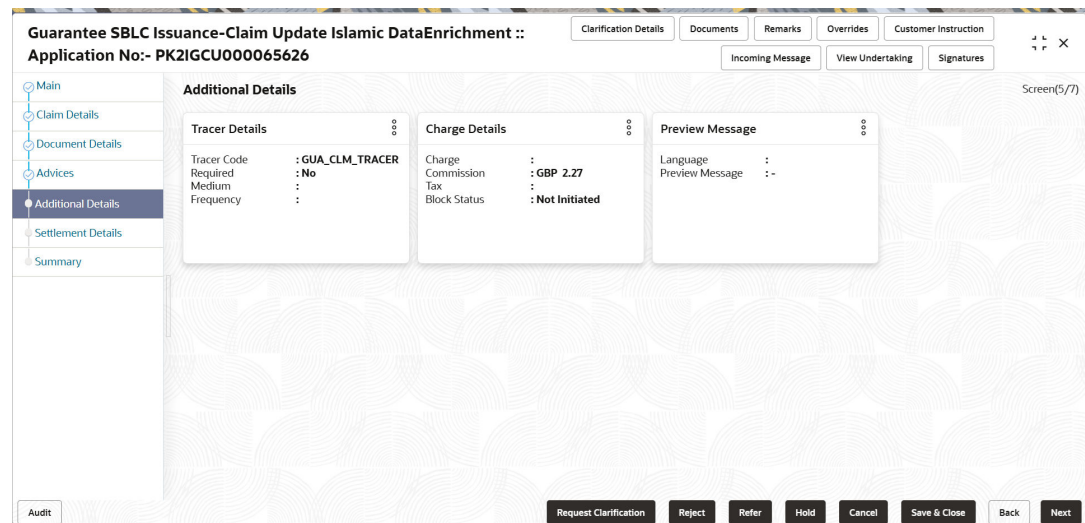
This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic process.

As a part of Data Enrichment, user can verify the basic additional details available in the incoming Claim Update request. In case the request is received through online channel, the user will verify the details populated.

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

1. On **Additional Details** screen, click the 3 dots on any Additional Details tile to view the details.

**Figure 2-12 Additional Details**



### Limits and Collaterals

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

**Limit & Collateral**

▼ Limit Details

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

▼

**Cash Collateral Details**

Collateral Percentage:

Collateral Currency and amount:

Exchange Rate:

Sequence Number	Settlement Account...	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount in Account Currency	Account Balance Check Response	Response Message	View
No data to display.									

Figure 2-13 Limit Details

### Limit Details

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

Verify Save & Close Close

Figure 2-14 Collateral Details

### Collateral Details


<p><b>Total Collateral Amount</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="£20.00"/>	<p><b>Collateral Amount to be Collected</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="£20.00"/>
<p><b>Sequence Number</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="1.0"/>	<p><b>Collateral Split %</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="100.0"/>
<p><b>Collateral Contribution Amount</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="£20.00"/>	<p><b>Settlement Account</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="PK20010440016"/>
<p><b>Settlement Account Currency</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="GBP"/>	<p><b>Exchange Rate</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="1.0"/>
<p><b>Contribution Amount in Account Currency</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="£20.00"/>	<p><b>Account Available Amount</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text"/>
<p><b>Response</b></p> <input style="width: 90%; border: 1px solid #ccc;" type="text" value="VN"/>	<p><b>Response Message</b></p> <input style="width: 90%; border: 1px solid #ccc; height: 40px;" type="text"/>

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

**Table 2-17 Limit Details - Field Description**

Field	Description
<b>Limit Details</b>	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.
<b>Edit</b>	Click edit link to edit the limit details.
Click + plus icon to add new limit details.	
<b>Customer ID</b>	This field displays the applicant's/applicant bank customer ID defaulted from the application.
<b>Linkage Type</b>	Select the linkage type. Linkage type can be: <ul style="list-style-type: none"> <li>• <b>Facility</b></li> <li>• <b>Liability</b></li> </ul>

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

Field	Description
<b>Contribution %</b>	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.
<b>Liability Number</b>	Click Search to search and select the Liability Number from the look-up.
<b>Contribution Currency</b>	This field displays the contribution currency.
<b>Line ID/ Linkage Ref No</b>	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.  <div style="border-left: 2px solid #0070C0; border-bottom: 2px solid #0070C0; padding: 5px; margin-top: 10px;"> <p> <b>Note:</b></p> <p>User can also select expired Line ID from the lookup and on clicking the verify button, system should default "The Earmarking cannot be performed as the Line ID is Expired" in the "Response Message" field.</p> </div>
<b>Line Serial</b>	Displays the serial of the various lines available and mapped under the customer id.  This field appears on the Limits grid.
<b>Limit/ Liability Currency</b>	This field displays the limit currency. Limit Currency will be defaulted in this field, when you select the <b>Liability Number</b> .
<b>Limits Description</b>	This field displays the limits description.
<b>Limit Check Response</b>	This field displays the limit check response. Response can be 'Success' or 'Limit not Available' based on the limit service call response.
<b>Amount to Earmark</b>	Amount to earmark will default based on the contribution %. User can change the value.
<b>Expiry Date</b>	This field displays the date up to which the Line is valid.
<b>Limit Available Amount</b>	This field displays the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount.  The value in this field appears, if you click the Verify button.
<b>Response Message</b>	This field displays the detailed response message.  The value in this field appears, if you click the Verify button.
<b>ELCM Reference Number</b>	This field displays the ELCM reference number.
<b>Cash Collateral Details</b>	

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

Field	Description
<b>Collateral Percentage</b>	System populates the Collateral % maintained in the Customer / Product for the counter party of the contract. User can modify the collateral percentage.
<b>Collateral Currency and amount</b>	System populates the contract currency as collateral currency by default. User can modify the collateral Currency and amount.
<b>Exchange Rate</b>	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.
Click + plus icon to add new collateral details. Below fields are displayed on the <b>Cash Collateral Details</b> pop-up screen, if the user clicks plus icon.	
<b>Total Collateral Amount</b>	Read only field. This field displays the total collateral amount provided by the user.
<b>Collateral Amount to be Collected</b>	Read only field. This field displays the collateral amount yet to be collected as part of the collateral split.
<b>Sequence Number</b>	Read only field. The sequence number is auto populated with the value, generated by the system.
<b>Collateral Split %</b>	Specify the collateral split% to be collected against the selected settlement account.
<b>Collateral Contribution Amount</b>	Collateral contribution amount will get defaulted in this field. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
<b>Settlement Account</b>	Click <b>Search</b> to search and select the settlement account for the collateral.
<b>Settlement Account Currency</b>	Read only field. This field displays the settlement account currency and will be auto-populated based on the Settlement Account selection.
<b>Exchange Rate</b>	Read only field. This field displays the exchange rate, if the settlement account currency is different from the collateral currency.
<b>Contribution Amount in Account Currency</b>	Read only field. This field displays the contribution amount in the settlement account currency as defaulted by the system.
<b>Account Available Amount</b>	Read only field. System populates the account available amount on clicking the <b>Verify</b> button.
<b>Response</b>	Read only field. System populates the response on clicking the <b>Verify</b> button.
<b>Response Message</b>	Read only field. System populates the response message on clicking the <b>Verify</b> button.

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

Field	Description
<b>Verify</b>	Click to verify the account balance of the Settlement Account.
<b>Save &amp; Close</b>	Click to to save and close the record.
<b>Cancel</b>	Click to cancel the entry.
Below fields appear in the <b>Cash Collateral Details</b> grid along with the above fields.	
<b>Collateral %</b>	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.
<b>Contribution Amount</b>	This field displays the collateral contribution amount. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
<b>Account Balance Check Response</b>	This field displays the account balance check response.
<b>Edit</b>	Click edit link to edit the collateral details.

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

### Charge Details

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

**Charge Details**

Recalculate Re-default

▼ Commission Details

Component	Rate	Mod. Rate	Currency	Amount	Modified	Defer	Waive	Charge Party	Settl. Account	Amendable
AGUIR_COMM	0		GBP	£31.25		<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC		Yes
ARCI	0		GBP	£12,000.00		<input type="checkbox"/>	<input type="checkbox"/>	Domestic Export Sight Bills Negotiated		Yes

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

▼ Charge Details

Component	Tag currency	Tag Amount	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
GCLMR	GBP	75000	GBP	£47.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017

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

▼ Tax Details

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

Save & Close Close



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

**Table 2-18 Charge Details - Field Description**

Field	Description
<b>Commission Details</b>	This section displays the commission details.
<b>Component</b>	This field displays the commission component.
<b>Rate</b>	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.
<b>Mod. Rate</b>	From the default value, if the rate is changed the value gets updated in this field.
<b>Currency</b>	This field displays the currency in which the commission have to be collected.
<b>Amount</b>	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.
<b>Modified</b>	From the default value, if the amount is changed, the value gets updated in the modified amount field.
<b>Defer</b>	If enabled, charges/commissions has to be deferred and collected at any future step.
<b>Waive</b>	Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.
<b>Charge Party</b>	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
<b>Settl. Acct</b>	Select the settlement account.
<b>Amendable</b>	The value is auto-populated as the commission is amendable or not.
<b>Charge Details</b>	This section displays the charge details.
<b>Component</b>	This field displays the charge component type.
<b>Tag Currency</b>	This field displays the tag currency in which the charges have to be collected.
<b>Tag Amount</b>	This field displays the tag amount that is maintained under the product code.
<b>Currency</b>	This field displays the currency in which the charges have to be collected.
<b>Amount</b>	This field displays the amount that is maintained under the product code.

**Table 2-18 (Cont.) Charge Details - Field Description**

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

**Table 2-18 (Cont.) Charge Details - Field Description**

Field	Description
<b>Settl. Acct</b>	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.

**Preview Message**

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.

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

**Table 2-19 Preview Message - Field Description**

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

**Table 2-19 (Cont.) Preview Message - Field Description**

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

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

**Tracer Details**

The bank users can capture these tracer details for Claim Lodgement in Guarantee and send the tracers to the customer till its Settled / Extended / Rejected / Injunction.

The screenshot shows a web interface titled "Tracer Details". Below the title is a sub-header "Tracer Details" with a dropdown arrow. Underneath is a table with 12 columns: Tracer Code, Description, Party Type, Required, Maximum Tracers, Number Sent, Start Days, Last Sent On, Medium, Frequency, Template Id, and Action. Each column has a small downward arrow icon. The table content is empty, with the text "No data to display." centered below the table. Below the table is a pagination control showing "Page 1 (0 of 0 items)" and navigation arrows. At the bottom right of the screen are two buttons: "Save & Close" and "Close".

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

**Table 2-20 Tracer Details - Field Description**

Field	Description
<b>Tracer Code</b>	Read only field. Tracer code is defaulted by the system maintained in the Product level.
<b>Description</b>	Read only field. Description of the tracer code is auto populated.
<b>Party Type</b>	Specify the party type or click <b>Search</b> to search and select the receiver party type from the lookup.
<b>Required</b>	Enable the option, if tracer is required. <ul style="list-style-type: none"> <li>• Toggle On: Required</li> <li>• Toggle Off: Not required.</li> </ul>

**Table 2-20 (Cont.) Tracer Details - Field Description**

Field	Description
<b>Maximum Tracers</b>	Specify the value for maximum number of tracers to be sent. Maximum allowed is 99 exceeding the same system should prompt an error message for the same "Maximum number of numerals allowed is: 2" and should clear the field to enter the correct value by the user. Maximum Tracers cannot be less than the "Number Sent", system needs to validate the same.
<b>Number Sent</b>	Number Sent is defaulted by the System with the value, where the number of tracers sent so far. And it cannot be greater than the "Maximum Tracers".
<b>Start Days</b>	Specify the number of days after which the tracer has to be sent from the Tracer Start date. It should be positive numeric value.
<b>Last Sent On</b>	Read only field. Tracer last sent date is defaulted by the system.
<b>Medium</b>	Select the the medium in which the Tracer has to be generated. It lists all the possible mediums maintained in the system. The options are: <ul style="list-style-type: none"> <li>• MAIL</li> <li>• SWIFT</li> </ul>
<b>Frequency</b>	Specify the medium in which the Tracer has to be generated. It should be positive numeric value. System should default the Frequency captured as part of the Contract here and should allow the user to modify the same.
<b>Template ID</b>	Click <b>Search</b> to search and select the template ID, in which the tracer has to be generated from the lookup. It is a lookup which lists all the possible templates maintained in the system. Template ID is nothing but the data that goes in Tag 79 in MT799. This template ID is applicable only for medium 'SWIFT' Template lookup displays all the template ids applicable for the given Tracer Code.
<b>Action</b>	Click Edit icon to edit the tracer details.

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 to the field description table below.

**Table 2-21 Additional Details - Action Buttons - Field Description**

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

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

Field	Description
<b>Documents</b>	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
<b>Remarks</b>	<p>Specify any additional information regarding the Guarantee Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures</p>
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.

**Table 2-21 (Cont.) Additional Details - Action Buttons - Field Description**

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

## 2.3.6 Settlement Details

This topic provides the systematic instructions to capture the settlement details of Guarantee SBLC Issuance Claim Update - Islamic request.

As a part of Data Enrichment, user can verify the basic settlement details available in the incoming Claim Update request. In case the request is received through online channel, the user will verify the details populated.

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

**Figure 2-15 Settlement Details**

**Guarantee SBL Issuance-Claim Update Islamic DataEnrichment ::** Application No:- PK2IGCU000065626

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

Main Claim Details Document Details Advices Settlement Details Summary

**Settlement Details**  Current Event

Settlement Details

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AGLIR_COM1_LI...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	Yes	No
AGLIR_COM1_LI...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	Yes	No
AGLIR_COMM...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	Yes	No
AGLIR_COMM...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	Yes	No
ARCLLIQD	GBP	Debit	15210003	Domestic Export Sight Bl...	GBP	No	No
AVL_SET_LCAMT	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
AVL_SET_LCAM...	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No
CLAIM_SETTLE...	GBP	Credit	PK20010410...	WELLS FARGO LA	USD	No	No
COLLAMT_OS	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
COLLAMT_OSEQ	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No
COLLAMT_OSF	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No

AGLIR\_COM1\_LQRS - Party Details

Transfer Type:  Charge Details:  Netting Indicator:  Ordering Customer:

Ordering Institution:  Receivers Correspondent:  Intermediary Institution:  Account With Institution:

Beneficiary Institution:  Ultimate Beneficiary:  Intermediary Reimbursement Institution:  Receiver:

Payment Details

Sender To Receiver 1:  Sender To Receiver 2:  Sender To Receiver 3:  Sender To Receiver 4:

Sender To Receiver 5:  Sender To Receiver 6:

Remittance Information

Payment Detail 1:  Payment Detail 2:  Payment Detail 3:  Payment Detail 4:

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

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

**Table 2-22 Settlement Details – Field Description**

Field	Description
<b>Current Event</b>	Select the check box to populate the settlement details of the current event associated with the task. On De-selecting the check box, the system list all the accounts under the settlement details irrespective of the current event
<b>Component</b>	This field displays the components based on the product selected.
<b>Currency</b>	This field displays the default currency for the component.
<b>Debit/Credit</b>	This field displays the debit/credit indicators for the components.
<b>Account</b>	This field displays the account details for the components.
<b>Account Description</b>	This field displays the the description of the selected account.
<b>Account Currency</b>	This field displays the currency for all the items based on the account number.
<b>Netting Indicator</b>	This field displays the applicable netting indicator.
<b>Current Event</b>	This field displays the current event.

- Click any component in the grid.

**Party Details**



**Table 2-23 Party Details – Field Description**

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

**Payment Details**

**Table 2-24 Payment Details - Field Description**

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

**Table 2-24 (Cont.) Payment Details - Field Description**

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

**Remittance Information****Table 2-25 Remittance Information - Field Description**

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

3. Click **Next**.

The task will move to next data segment.

**Table 2-26 Settlement Details - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.  When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
<b>Remarks</b>	Specify any additional information regarding the Guarantee Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>

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

<b>Field</b>	<b>Description</b>
<b>Incoming Message</b>	Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767. 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.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Back</b>	Clicking on Back button, takes the user to the previous screen.

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

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

## 2.3.7 Summary

This topic provides the systematic instructions to view the summary details in Data Enrichment stage of Guarantee SBLC Issuance Claim Update - Islamic process.

User can review the summary of details in Data Enrichment stage for Islamic Guarantee SBLC Issuance Claim update request.

In this section the user can see the summary tiles. The tiles must display a list of important fields with values. The tiles where fields have been amended is highlighted in different color, user must be also able to drill down from summary tiles into respective data segments.

1. On **Summary** screen, click the 3 dots on any tile to view the details.

**Figure 2-16 Summary**

Tiles Displayed in Summary

- Main Details -User can view the application details and Guarantee/ Standby details. User can modify the details if required.
- Claim Details - User can view the claim details.
- Documents Details - User can view the Document details.
- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the details provided for charges. User can modify the details if required.
- Preview Message - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Settlement Details – User should be able to view the settlement details.
- Party Details - User can view party details like beneficiary, advising bank etc.
- Tracer Details - User can view the tracer details.
- Compliance Details - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can see the accounting details.

 **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.

- Limits and Collaterals – User can view the limits and collaterals details.

2. Click **Submit**.

The task will move to next logical stage.

**Table 2-27 Summary - Action Buttons - Field Description**

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

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

Field	Description
<b>Remarks</b>	Specify any additional information regarding the Guarantee Issuance Claim Update - Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767. 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.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures
<b>Request Clarification</b>	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

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

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Back</b>	Clicking on Back button, takes the user to the previous screen.
<b>Submit</b>	Task will get moved to next logical stage of Guarantee /Standby Claim Update - Islamic. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. In case of duplicate documents' system will terminate the process after handing off the details to back office.

## 2.4 Exceptions

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

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

### Amount Block Exception Approval

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

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

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

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

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

As part of amount block validation, application will check if sufficient balance is available in the account to create the block. On hand-off, system will debit the blocked account to the extent of

block and credit charges/ commission account in case of charges block or credit the amount in suspense account for blocks created for collateral.

On Approval, system should not release the Amount Block against each applicable account and system should handoff the “Amount Block Reference Number “to the back office. On successful handoff, back office will make use of these “Amount Block Reference Number” to release the Amount Block done in the mid office (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.

### Amount Bock Exception

**Guarantee SBLC Issuance-Claim Update AmountBlock Exception Approval ::**  
**Application No:- PK2GISC000051730**

Amount Block Exception

**Amount Block Exception**

Amount Block Exception Details

Type	Contract Currency	Block Amount	Account	Branch	Account Currency	Block Ref No	Block Status	Block Status Details
Commission		31.25	PK20010440017	PK2	GBP		Failed	
Commission		12000	152110003	PK2	GBP		Not Initiated	
Charge		47	PK20010440017	PK2	GBP		Failed	

Audit

Reject Refer Hold Approve Next

This section will display the amount block exception details.

### Summary



**Guarantee SBLC Issuance-Claim Update Islamic AmountBlock Exception Approval ::**  
**Application No:- PK2IGCU000065626**

Documents Remarks Overrides Customer Instruction  
 Incoming Message View Undertaking

Amount Block Exception Summary Screen(2/2)

<b>Main</b> Booking Date : 2022-04-20 Submission Mode : Desk Amount : GBP 10	<b>Claim Details</b> Demand Type : \$ New Expiry Date : Intermediary :	<b>Document Details</b> Document 1 : Document 2 :
<b>Advices</b> Advice 1 : Advice 2 :	<b>Commission, Charges and taxes</b> Charge : Commission : GBP 2.27 Tax : Block Status : Failed	<b>Preview Messages</b> Language : ENG Preview Message : -
<b>Settlement Details</b> Component : LIGCLM_LIQD Account Number : PK2001044001... Currency : GBP	<b>Party Details</b> Applicant : GOODCARE PLC Beneficiary : MARKS AND SP... Advising Bank : WELLS FARGO ...	<b>Compliance</b> KYC : Not Initiate... Sanctions : Verified AML : Verified
<b>Accounting Details</b> Event : GCLM AccountNumber : 313100003 Branch : PK2	<b>Tracer Details</b> Tracer Code : GUA_CLM_TRAC... Required : No Medium : Frequency :	

Audit Reject Refer Hold Approve Back

Tiles Displayed in Summary:

- Main - User can view the application and Guarantee details.
- Claim Details - User can view the claim details.
- Document Details - User can view the document details.
- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Settlement Details - User can view the settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc.
- Compliance – The compliance tile has the KYC, Sanctions and AML.
- Accounting Details - User can see the accounting details.

 **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.

- Tracer Details - User can view the tracer 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 2-28 Amount Bock Exception - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the Guarantee Issuance Claim Update Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes  Refer Codes are: <ul style="list-style-type: none"> <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 2-28 (Cont.) Amount Bock Exception - Action Buttons - Field Description**

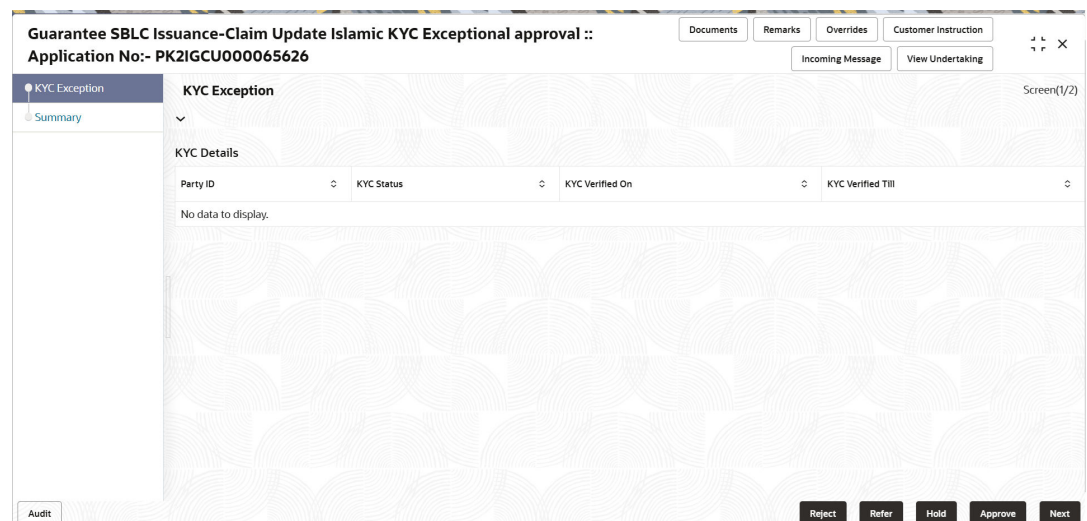
Field	Description
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Approve</b>	On approve, application must validate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

**Exception - Know Your Customer (KYC)**

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

1. Log in into 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.

**Figure 2-17 KYC Exception**



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**

Guarantee SBLIC Issuance-Claim Update Islamic KYC Exceptional approval :: Application  
No:- PK2IGCU00065626

Documents Remarks Overrides Customer Instruction  
Incoming Message View Undertaking

KYC Exception Summary Screen(2/2)

<b>Main</b> Booking Date : 2022-04-20 Submission Mode : Desk Amount : GBP 10	<b>Claim Details</b> Demand Type : S New Expiry Date : Intermediary :	<b>Document Details</b> Document 1 : Document 2 :
<b>Advices</b> Advice 1 : Advice 2 :	<b>Commission, Charges and taxes</b> Charge : Commission : GBP 2.27 Tax : Block Status : Not Initiated	<b>Preview Messages</b> Language : ENG Preview Message : -
<b>Settlement Details</b> Component : LIGCLM_LIQD Account Number : PK2001044001... Currency : GBP	<b>Party Details</b> Beneficiary : MARKS AND SP... Applicant : GOODCARE PLC Advising Bank : WELLS FARGO ...	<b>Compliance</b> KYC : Not Initiate... Sanctions : Not Initiate... AML : Not Initiate...
<b>Accounting Details</b> Event : GCLM Account Number : PK2001044001... Branch : PK2	<b>Tracer Details</b> Tracer Code : GUA_CLM_TRAC... Required : No Medium : Frequency :	

Audit Reject Refer Hold Approve Back

**Figure 2-18 Know Your Customer (KYC) Exception**

Tiles Displayed in Summary:

- Main - User can view the application and Guarantee details.
- Claim Details - User can view the claim details.
- Document Details - User can view the document details.
- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Settlement Details - User can view the settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc.
- Compliance – The compliance tile has the KYC, Sanctions and AML.
- Accounting Details - User can see the accounting details.

 **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."

- Tracer Details - User can view the tracer details.

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

**Table 2-29 Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the Guarantee /Standby Claim Update. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

**Table 2-29 (Cont.) Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	Task moves to previous logical step.

**Exception - 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 - User can view the application and Guarantee details.
- Claim Details - User can view the claim details.
- Document Details - User can view the document details.
- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the commission, charges and taxes details.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Settlement Details - User can view the settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc.
- Compliance – The compliance tile has the KYC, Sanctions and AML.
- Accounting Details - User can see the accounting details.

#### 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.

- Tracer Details - User can view the tracer details.

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

**Table 2-30 Exception - Limit Check/Credit - Action Buttons – Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the Guarantee Issuance Claim Update. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.

Table 2-30 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>
<b>Hold</b>	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	Task moves to previous logical step.



## 2.5 Multi Level Approval

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

This stage allows the approver user to approve a Claim Update under Islamic Guarantee Issued transaction. The user can view the Summary tiles. The tiles should display a list of important fields with values. User must be able to drill down from summary tiles into respective data segments to verify the details of all fields under the data segment.


 **Note:**


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


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

**Figure 2-19 Approval Re-Key**

## Approval Rekey

 View Signature

 Documents

 Remarks

**Claim Amount**

GBP ▼

£1,000.00

✓

**Currency**

GBP ▼

✓

Refer

Close

Proceed

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

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

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

- Claim Amount

- Currency

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.

## Approval Summary

Figure 2-20 Approval Summary

**Guarantee SBL Issuance-Claim Update Islamic Approval Task Level 1 ::**  
Application No:- PK2IGCU00065626

Main	Claim Details	Document Details
Booking Date : 2022-04-20 Submission Mode : Desk Amount : GBP 10	Demand Type : S New Expiry Date : Intermediary :	Document 1 : Document 2 :
Advices	Commission, Charges and taxes	Preview Messages
Advice 1 : Advice 2 :	Charge : Commission : GBP 2.27 Tax : Block Status : Failed	Language : ENG Preview Message : -
Settlement Details	Party Details	Compliance
Component : LIGCLM_LIQD Account Number : PK2001044001... Currency : GBP	Advising Bank : WELLS FARGO ... Applicant : GOODCARE PLC Beneficiary : MARKS AND SP...	KYC : Not Initiate... Sanctions : Verified AML : Verified
Accounting Details	Exception (Approval)	Tracer Details
Event : GCLM Account Number : 313100003 Branch : PK2	Sanction,AmountBlock,KYC : EXCEPTION PLEASE VISIT REMARKS : - FOR MORE DETAILS	Tracer Code : GUA_CLM_TRAC... Required : No Medium : Frequency :

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

Tiles Displayed in Summary:

- Main Details -User can view the application details and Guarantee/ Standby details. User can modify the details if required.
- Claim Details - User can view the claim details.
- Documents Details - User can view the Document details.
- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the details provided for charges. User can modify the details if required.

- Preview Message - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Settlement Details – User should be able to view the settlement details.
- Party Details - User can view party details like beneficiary, advising bank etc.
- Compliance Details - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can see the accounting details.

 **Note:**

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

- Exception (Approval) – User can view the exception details.
- Tracer Details - User can view the tracer details.

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

**Table 2-31 Approval Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
<b>Remarks</b>	Specify any additional information regarding Guarantee /Standby Claim Update - Islamic. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>

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

Field	Description
<b>Incoming Message</b>	Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767. 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.
<b>View Undertaking</b>	Clicking this button allows the user to view the undertaking details.
<b>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is required, system should display all the signatures
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Hold</b>	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Cancel</b>	Cancel the approval stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.

8. Click **Approve**.

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