

Oracle Banking Trade Finance Process Management

Guarantee/SBLC Issuance Amendment Islamic User Guide



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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 Issuance Amendment Islamic** process.

Audience

This document is intended for the following audience:

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

Documentation Accessibility

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Diversity and Inclusion

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

Structure

This manual is organized into the following chapters:

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

Conventions

The following text conventions are used in this document:

Convention	Meaning
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
<code>monospace</code>	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
OBTFCPM	Oracle Banking Trade Finance Process Management
LC	Letter of Credit
BC	Bankers Cheque
FX	Foreign Exchange
CCY	Currency
LCY	Local Currency
FCY	Foreign Currency
LOV	List of Values
CIF	Customer Information File
UDF	User Defined Fields
FFT	Free Format Text
SBLC	Standby Letter of Credit

Basic Actions

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

Table 2 Common Action Buttons and its Definitions

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

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

Action Buttons	Description
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	Click Cancel to cancel the transaction input midway without saving any data.
Save & Close	Click Save & Close to save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Next	Click Next , system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.
Submit	Click Submit to complete the transaction after you specify all the input parameters for a particular process. The task will get moved to next logical stage of the process. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

Symbols and Icons

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

Table 3 Symbols and Icons - Common






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

Table 3 (Cont.) Symbols and Icons - Common























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

Table 4 Symbols and Icons - Widget

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

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 Issuance Amendment Islamic

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

Conventional Guarantee Amendment process enables the user to make an amendment to the Guarantee which had been already issued.

The common amendments that are made to Guarantees are:

- Expiry date
- Increase/Decrease in Guarantee amount
- Change in Terms and Conditions
- The amendments may need consent from the beneficiary of the amendment. In such scenarios, after the processing of amendment, the amended Guarantee is parked awaiting beneficiary consent.

The various stages involved in Amendment of Guarantee Issued are:

- Receive and verify documents (Non Online Channel)- Registration stage
- Input amendment application details
- Upload of related mandatory and non-mandatory documents
- Input/Modify details of amendment of Guarantee - Data Enrichment stage
- Check for limit availability Check balance availability for amount block
- Check for sanctions & KYC status Earmark limits/Create amount block for cash margin/ charges
- Capture remarks for other users to check and act
- Generate acknowledgements and draft Amendment copies
- Notify customer on any negative statuses in any of the stages to the applicant
- Hand off request to back office

The design, development and functionality of the Islamic Guarantee Issuance Amendment process flow is similar to that of conventional Guarantee Issuance Amendment process flow.

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 Issuance Amendment Islamic** request.

- [Registration](#)
This topic provides the systematic instructions to initiate the Registration stage of Guarantee Issuance Amendment - Islamic request.
- [Data Enrichment](#)
This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee Issuance Amendment Islamic request.
- [Legal Verification](#)
- [Customer Response - Draft Confirmation](#)
This topic helps you quickly get acquainted with the Customer Acknowledgement process.
- [Exceptions](#)
This topic helps you quickly get acquainted with the Exceptions process.
- [Multi Level Approval](#)
This topic helps you quickly get acquainted with the Multi Level Approval process.

2.1 Common Initiation Stage

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

The screenshot shows the Oracle Trade Finance 'Initiate Task' screen. On the left is a sidebar menu with 'Trade Finance' selected. The main area is titled 'Initiate Task' and contains a 'Registration' section with two dropdown menus: 'Process Name' (set to 'Guarantee Issuance Amendme') and 'Branch' (set to 'PK2-Oracle Banking Trade Fine'). At the bottom right of the main area are 'Proceed' and 'Clear' buttons. The top of the screen shows the Oracle logo and user information: '(DEFAULTTENTIVITY)', 'Oracle Banking Trade Finance...', 'April 20, 2022', and 'ADMIN01'.

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
Process Name	Select a process name from the drop-down list.
Branch	Select the required branch code from the drop-down list.

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

Table 2-2 Action Buttons - Field Description

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

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

2.2 Registration

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

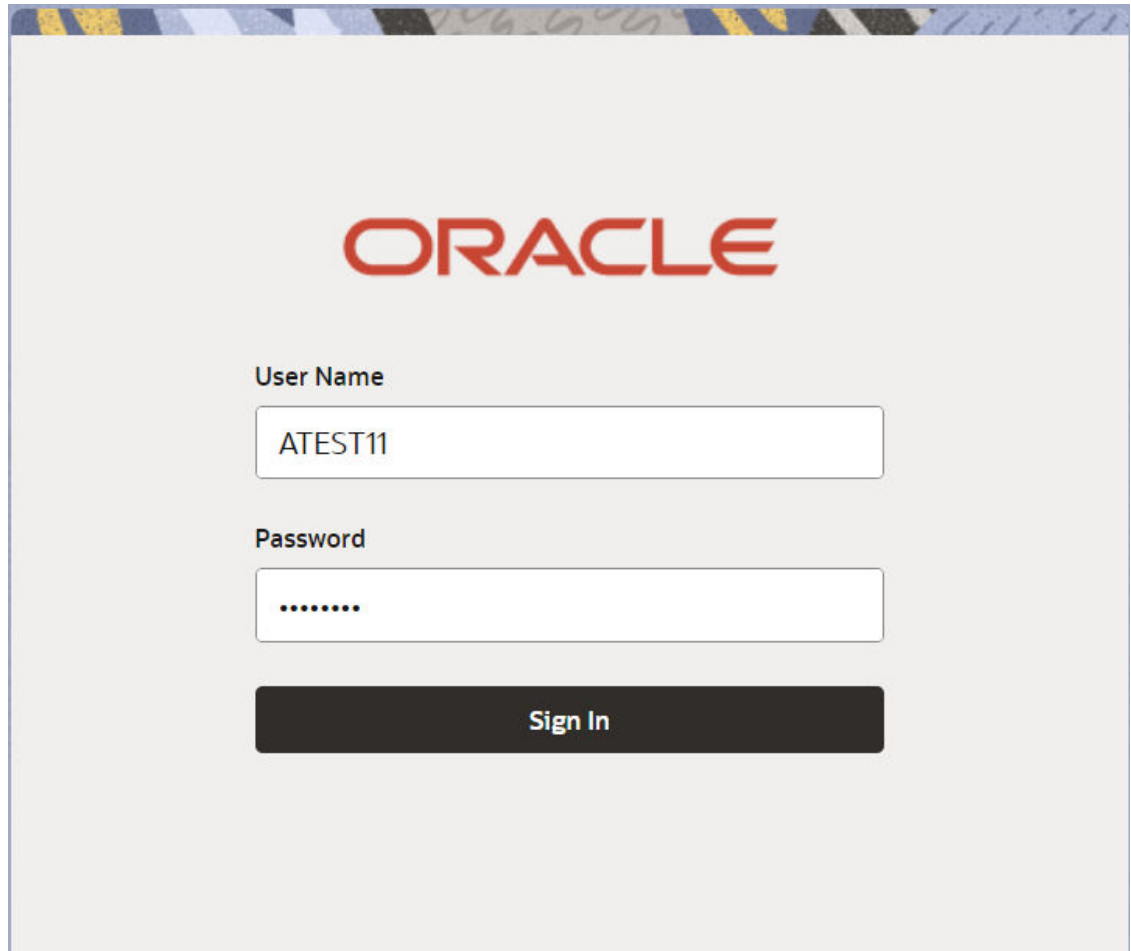
During registration stage, user can register request for an Islamic Guarantee amendment received at the front desk (as an application received physically/received by mail/fax). During registration, user captures the basic details of the application, check the signature of the applicant and upload related documents. On submit of the amendment request, the customer should be notified with acknowledgment and the request should be available for an Guarantee expert to handle in the next stage.

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

The image shows the Oracle login screen. At the top, the Oracle logo is displayed in red. Below the logo, there are two input fields. The first field is labeled "User Name" and contains the text "ATEST11". The second field is labeled "Password" and contains a series of dots, indicating a masked password. Below these fields is a dark gray button with the text "Sign In" in white. The background of the login area is light gray, and there is a decorative header with a pattern of blue, yellow, and black stripes.

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

Figure 2-3 Guarantee Issuance Amendment - Islamic

The screenshot shows a web application interface. On the left is a dark blue sidebar with a search bar and a list of menu items under 'Bank Guarantee Issuance'. The main area is titled 'Dashboard' and contains a 'Swift Processing' window. Inside this window, there is a 'Date' field set to 'December 20, 2024' and two sections, each stating 'No data to display'. At the bottom of the dashboard, it shows '0 Filtered' and '0 Unfiltered'.

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

Figure 2-4 Guarantee Issuance Amendment - Islamic - Registration - Application Details

The screenshot displays the 'Guarantee Issuance Amendment - Islamic' registration screen. It is divided into two main sections: 'Application Details' and 'SBLC/Guarantee Details'. The 'Application Details' section includes fields for SBL/Guarantee Number, Branch, Process Reference Number, Received From Party, Priority, Amendment Date, Received From - Customer ID, Amendment Number, Customer Reference Number, Received From - Customer Name, Submission Mode, and Related Reference. The 'SBLC/Guarantee Details' section includes fields for 22D - Form of Undertaking, Product Description, 23X - File Identification, Auto Renewal, 40C - Narrative, Advising Bank, Advising Bank Reference, Local SBL/Guarantee Issuing Bank, Closure Date, Type of Undertaking, 32B - Undertaking Amount, 23X - Narrative, Extension Required, Applicant Bank, Advising Bank Reference, 39F - Supplementary Information About Amount, Accountee, Narrative, Amount in Local Currency, 23B - Expiry Type, 35G - Expiry Condition/ Event, 22A - Purpose of Message, 31E - Date of Expiry, 40C - Applicable Rules, Beneficiary, Counter SBL/Guarantee Issuing Bank, Obligor Collateral Percentage, and Revenue Sharing Percentage. The bottom of the screen has buttons for 'Hold', 'Cancel', 'Save & Close', and 'Submit'.

- On **Guarantee Issuance Amendment - Islamic - Registration - Application Details** screen, specify the fields.

 **Note:**

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

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

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

Table 2-3 Guarantee Issuance Amendment - Islamic - Registration - Application Details


Field	Description
SBLC/Guarantee Number	Specify the undertaking number, the user identification of your external bank account. Alternatively, click Search to search and select the documentary undertaking number from the look-up.
Received From Party	Read only field. System will default the party as available in Guarantee.
Received From - Customer ID	Read only field. Customer ID will be auto-populated from Guarantee /SBLC Issuance.
Received From - Customer Name	Read only field. Name of the customer or applicant will be auto populated based on the selected customer ID.
Branch	Read only field. Branch Name will be auto-populated from Guarantee /SBLC Issuance.  Note: Once the request is submitted, branch field is non-editable.
Priority	System defaults the priority of the Guarantee amendment request as Essential/Critical/Low/Medium/High. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit of Registration stage.
Amendment Number	Read only field. Amendment number will be auto-populated based on the system maintenance. Amendment number increases by 1 for each amendment.

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

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

SBLC/Guarantee Details

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

▼ SBLC/Guarantee Details

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

- 22D - Form of Undertaking:** DGAR - Guarantee (dropdown)
- Product Description:** Islamic Guarantee Issuance / Reiss (text)
- 23X - File Identification:** (dropdown)
- Auto Renewal:** (checkbox)
- 40C - Narrative:** (text area)
- Advising Bank:** 001041 (text), WELLS FAR (text)
- Local SBLC/Guarantee Issuing Bank:** (text)
- Closure Date:** January 7, 2023 (calendar icon)
- Type of Undertaking:** BILL - Bill of lading (dropdown)
- 32B - Undertaking Amount:** GBP (currency), £200.00 (amount)
- 23X - Narrative:** (text area)
- Extension Required:** (checkbox)
- Applicant Bank:** (text)
- Advising Bank Reference:** (text)
- 39F - Supplementary Information About Amount:** (text)
- Accountee:** (text)
- Narrative:** Bill of Lading Guarantee (text)
- Amount in Local Currency:** GBP (currency), £200.00 (amount)
- 23B - Expiry Type:** FIXED (dropdown)
- 35G - Expiry Condition/ Event:** (text)
- Applicant:** 001044 (text), GOODCARE (text)
- Advise Through Bank:** (text)
- St- Obligor/ Instructing Party:** (text)
- Revenue Sharing Percentage:** (text)
- Product Code:** GLIR (text)
- 22A - Purpose of Message:** Amendment to Undertaking (dropdown)
- 31E - Date of Expiry:** November 28, 2022 (calendar icon)
- 40C - Applicable Rules:** URDG - Uniform rules for dem (dropdown)
- Beneficiary:** 001043 (text), MARKS ANI (text)
- Counter SBLC/Guarantee Issuing Bank:** (text)
- Obligor Collateral Percentage:** 0 (text)

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

- On **Guarantee Issuance Amendment - Islamic - Registration - Guarantee Details** 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 2-4 Guarantee Issuance Amendment - Islamic - Registration - SBLC/
Guarantee Details - Field Description**

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

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

Field	Description
Expiry Type	<p>Select the expiry type for guarantee issuance. By default the system displays the expiry date as maintained in Issuance.</p> <p>The options are:</p> <ul style="list-style-type: none"> • COND - With Expiry • COND - Without Expiry • FIXD - Specified expiry date (with/without automatic expansion) • OPEN - No specific date of expiry
Date of Expiry	<p>Select the expiry date of the Guarantee Issuance. The field is enabled, if Expiry Type is COND and FIXD.</p>
Auto Renewal	<p>Switch to  for auto renewal. This field is enabled if Applicable Rules is URDG - Uniform rules for demand guarantees and Expiry Type is OPEN.</p>
Extension Required	<p>Switch to  if extension is required for guarantee issuance internal amendment.</p>
Expiry Condition/Event	<p>Specify the documentary condition/event that indicates when the local undertaking will cease to be available. The field is enabled, if Expiry Type is COND.</p> <p>For Guarantee Advising MT760, the value is read only and populated from Incoming MT 760.</p>
Applicable Rules	<p>Read only field. This field displays the rules of the Guarantee/ Standby issuance.</p>
Narrative	<p>Specify the description in this field, if Applicable Rules field values is OTHR.</p>
Applicant Bank	<p>Read only field. This system defaults the applicant bank name available in Guarantee.</p>
Applicant	<p>Read only field. This field displays the details of the applicant of the selected SBLC/Guarantee Number.</p>
Beneficiary	<p>This field displays the beneficiary details of the selected Guarantee/ Standby issuance. User can change the beneficiary, if required.</p>

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

Field	Description
Advising Bank	<p>This field displays the details of the advising bank.</p> <p>User can change the Advising Bank, if required.</p> <div>  Note: In case the selected Bank is not RMA Compliant, the system prompts the user to use a different advising bank or use non SWIFT Media to transmit the LC and displays error message "RMA arrangement not available, please change the bank or use MAIL Medium". </div>
Advising Bank Reference	Specify the advising bank reference number.
Advising Through Bank	Specify or click Search icon to search and select the value of advising through bank defaults from Guarantee/ Standby Issuance.
Counter SBLC/Guarantee Issuing Bank	<p>Read only field.</p> <p>The value of Counter Guarantee Issuing Bank defaults from Guarantee/ Standby Issuance.</p> <p>This field is enabled, if Purpose of Message is ICCO.</p> <div>  Note: If Counter Issuing Bank has value, and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available" </div>
Local SBLC/Guarantee Issuing Bank	<p>Read only field.</p> <p>The value of Local Guarantee Issuing Bank defaults from Guarantee/ Standby Issuance.</p> <p>This field is enabled, if Purpose of Message is ICCO or ISCO.</p> <div>  Note: If Local Issuing Bank has value and Counter Issuing Bank has no value, and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available". </div>
Supplementary Information About Amounts	This field specifies the supplementary information about amount related to undertaking.
Obligor/ Instructor Party	Specify the Local SBLC/Guarantee Issuance bank name or click Search to search and select the name of the obligor from the lookup.

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

Field	Description
Obligor Collateral Percentage	Specify the value for obligor collateral percentage.
Closure Date	This field displays the Closure Date defaulted by the system from the previous version of the contract. User can modify the system defaulted "Closure Date" and system should validate the same for the below conditions, <ul style="list-style-type: none"> • Closure Date must be after the Issue Date. • Closure Date must be after the Expiry Date. • Closure Date cannot be blank.
Accountee	Read only field. System defaults the accountee name available in Guarantee.
Revenue Sharing Percentage	Read only field. System populates the values from the "Trade Finance Customer Maintenance" if any, from the Guarantee Contract.

5. Click **Submit**.

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

**Table 2-5 Guarantee Issuance Amendment - Islamic - Registration - Action Buttons
- Field Description**

Field	Description
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is available, system should display all the signatures.
Documents	Upload the documents received. Application displays mandatory documents to be uploaded for Guarantee Issuance. Place holders are also available to upload additional documents submitted by the applicant
Remarks	Specify any additional information regarding the Guarantee Issuance. This information can be viewed by other users processing the request.
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancels the Guarantee issuance task. Details entered will not be saved and the task will be removed.
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.

Table 2-5 (Cont.) Guarantee Issuance Amendment - Islamic - Registration - Action Buttons - Field Description

Field	Description
Submit	Click Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. The task will move to next logical stage of Guarantee Issuance. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

- [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 validate if the counterparty is a OBDX customer by checking the flag "Trade Finance Portal" in the Customer Maintenance table replicated from OBTF. In this case, the user can submit clarification.
 4. In case submission mode is not "Online", and if the "Trade Finance Portal" flag is set to 'No' in Customer Maintenance Table, the system should display the error message that 'The customer is not subscribed to Trade Finance Portal'. Once the request is submitted, the Request Clarification functionality would be applicable to offline initiated transactions also.

2.3 Data Enrichment

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

As part of data enrichment, user can input new Islamic Guarantee Issuance Amendment request. User can enter/update basic details of the incoming request.

**Note:**

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

In case of MT798 message, if the User encounters validation error during handling the task, user can put the transaction into hold and seek clarification from the customer in this stage. In DE stage the task is verified and enriched. The user if required can update the editable fields. The fields that have been changed/updated have to be highlighted by the system and the user can check the incoming message place holder for the original value.

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

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

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

Figure 2-5 Free Tasks

	Acquire and Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Acquire and Edit	Medium	Guarantee Issuance A...	PK2IGTM000065127	PK2IGTM000065127	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit		STP Process Allocation	PK2STPP000065122	PK2STPP000065122	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit		STP Process Allocation	PK2STPP000065124	PK2STPP000065124	Process Identification	22-04-20
<input type="checkbox"/>	Acquire and Edit		STP Process Allocation	PK2STPP000065123	PK2STPP000065123	Process Identification	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import LC Internal Am...	PK2ILCI000065102	PK2ILCI000065102	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Amendment	PK2ELCA000065093	PK2ELCA000065093	Scrutiny	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import LC Internal Am...	PK2ILCI000065084	PK2ILCI000065084	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Liquidation	PK2ELCL000065083	PK2ELCL000065083	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import Documentary ...	PK2IDCU000065082	PK2IDCU000065082	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary ...	PK2EDCU000065081	PK2EDCU000065081	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary ...	PK2EDCU000065080	PK2EDCU000065080	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary ...	PK2EDCU000065077	PK2EDCU000065077	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Liquidation	PK2ELCL000065076	PK2ELCL000065076	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	STP Process Allocation	PK2STPP000065066	PK2STPP000065066	Handoff Data...	

The **Free Tasks** screen gets displayed.

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

Figure 2-6 My Tasks

Menu Item Search...	My Tasks	Refresh	Release	Escalate	Delegate	Flow Diagram					
	Edit	Priority	Process Name	Process Reference	Application Number	Stage	Application Date				
<input checked="" type="checkbox"/>	Edit	Medium	Guarantee Issuance Amendment ...	PK2IGTM0000...	PK2IGTM000065127	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Issuance Islamic	PK2IGTI000065...	PK2IGTI000065092	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Amendment	PK2GTAA0000...	PK2GTAA000064944	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Amendment B...	PK2GTEA0000...	PK2GTEA000064915	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Amendment B...	PK2GTEA0000...	PK2GTEA000064913	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Internal Amend...	PK2GTAI00006...	PK2GTAI000064910	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Amendment B...	PK2GTEA0000...	PK2GTEA000064908	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee SBLC Advised - Claim S...	PK2GADC0000...	PK2GADC000064901	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Amendment B...	PK2GTEA0000...	PK2GTEA000064900	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise	PK2GTEA0000...	PK2GTEA000054167	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Advise	PK2GTEA0000...	PK2GTEA000064883	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Issuance Amendment ...	PK2GTEI00006...	PK2GTEI000064871	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Guarantee Issuance Internal Ame...	PK2GTEI00006...	PK2GTEI000064842	Approval Task Level 1	22-04-20				

Let's look at the details for Data Enrichment stage. The Data Enrichment stage has the following hops for data capture:

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

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

2.3.1 Main Details

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

Main details section has two sub section as follows:

- Application Details
- SBLC/ Guarantee Details.

Application Details

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

Figure 2-7 Data Enrichment - Main Details

Note:

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

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

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

Field	Description
SBLC/Guarantee Number	Read only field. This field displays the SBLC/Guarantee number, the user identification of your external bank account.
Received From Party	Read only field. System will default the party as available in Guarantee.
Received From - Customer ID	Read only field. Customer ID will be auto-populated from Guarantee /SBLC Issuance.
Received From - Customer Name	Read only field. Name of the customer or applicant will be auto populated based on the customer ID.
Branch	Read only field. By default, customer's home branch will be displayed based on the customer ID.
Priority	System defaults the priority of the Guarantee amendment request as Essential/Critical/Low/Medium/High. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit of Registration stage.
Amendment Number	Read only field. Amendment number will be auto-populated based on the system maintenance. Amendment number increases by 1 for each amendment.
Submission Mode	Read only field. This field displays the submission mode of Guarantee Amendment request. By default the submission mode will have the value as 'Desk'. <ul style="list-style-type: none"> • Desk - Request received through Desk • Fax- Request received through Fax • Email- Request received through Email • Courier - Request received through Courier
Process Reference Number	Read only field. Unique OBTFPM task reference number for the transaction. This is auto generated by the system based on process name and branch code.
Amendment Date	Read only field. The application displays the branch's current date by default, and enables the user to change the date to any back date.

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

Field	Description
Customer Reference Number	Specify a unique Customer Reference Number which is provided by the applicant/applicant bank.
Related Reference	Read only field. Related reference number will be auto-populated based on the system maintenance.
Beneficiary Consent Required	Enable the option, if beneficiary consent required for the amendment made to the fields. Disable the option, if beneficiary consent is not required for the amendments.

Guarantee Details

The fields listed under this section are same as the fields listed under the Guarantee Details section in Registration stage. For more information on the fields, refer to **Guarantee Details** of [#unique_44](#) stage. During Registration, if user has not captured input, then user can capture the details in this section.

Figure 2-8 Guarantee Details

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

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

Field	Description
Form of Undertaking	Read only field. This field displays the value for form of undertaking.
Type of Undertaking	Read only field. Type of undertaking defaults from Guarantee/ Standby Issuance
Narrative	Specify the narrative in this field. This field is enabled if Type of Undertaking field values is OTHR .

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

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

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




Field	Description
Expiry Type	<p>System defaults the expiry type from guarantee issuance. This field indicates whether undertaking has specified expiry date or is open-ended.</p> <p>The options are:</p> <ul style="list-style-type: none"> • COND - With Expiry • COND - Without Expiry • FIXD - Specified expiry date (with/without automatic expansion) • OPEN - No specific date of expiry <p>User can change the value of Expiry Type.</p>
Date of Expiry	<p>Select the expiry date of the LC. The expiry date can be equal or greater than the issue date.</p> <p>If the Expiry Date is earlier than the issue date, system will provide an error and if the 'Expiry Date is equal to the Issue Date', system will provide a alert message.</p>
Auto Renewal	<p>Switch to  for auto renewal.</p> <p>This field is enabled if Applicable Rules is URDG - Uniform rules for demand guarantees and Expiry Type is OPEN.</p>
Extension Required	<p>Switch to  if extension is required for guarantee issuance internal amendment.</p>
Expiry Condition/Event	<p>System defaults the documentary condition/event that indicates when the local undertaking will cease to be available.</p> <p>User can change the expiry condition/event, if the value of Expiry Type is COND.</p>
Applicable Rules	<p>Read only field.</p> <p>System defaults the applicable rules for guarantee issuance. The value can be:</p> <ul style="list-style-type: none"> • URDG - Uniform rules for demand guarantees • UCPR - Uniform customs and Practices • ISPR - International standby Practices • NONE - Not subject to any rules • OTHR
Narrative	<p>Read only field.</p> <p>This field displays the description entered in Registration stage, if any.</p>
Applicant Bank	<p>Read only field.</p> <p>This field displays the applicant bank details, if Received From Applicant Bank option is enabled. If request is not received from applicant bank, this field must be blank.</p>
Applicant	<p>Read only field.</p> <p>This field displays the applicant details based on the details provided in Application Details section.</p>

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

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

Audit

Task Audit Trail Details

Application No.
PK2IGTM000065151

Branch Code
PK2

Initiated Date
4/20/2022

Initiated By
ADMIN01

Process Name
Guarantee Issuance Amendment Isl

S.No	Stage Name	Pickup Time	Completed Time	Completed By	Outcome
1	Registration	Dec 20, 2024, 8:00:48 PM	Dec 20, 2024, 8:01:07 PM	ADMIN01	PROCEED

Close

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	D e s c r i p t i o n
Application No.	T h i s f i e l d d i s p l a y s t h e a p p l i c a t i o n n u m b e r o f t h e p r o c e s s .

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

Field	D e s c r i p t i o n
Branch Code	T h i s f i e l d d i s p l a y s t h e b r a n c h c o d e .

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

Field	D e s c r i p t i o n
Initiated Date	T h i s f i e l d d i s p l a y s t h e d a t e o n w h i c h p r o c e s s i s i n i t i a t e d .

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

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

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

Field	D e s c r i p t i o n
	r o c e s s.

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

Field	D e s c r i p t i o n
Process Name	T h i s f i e l d d i s p l a y s t h e n a m e o f t h e p r o c e s s w h i c h i s i n i t i a t e d .

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

Field	D e s c r i p t i o n
S. No	T h i s f i e l d d i s p l a y s t h e s e r i a l n u m b e r o f t h e a u d i t r e c o r d .

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

Field	D e s c r i p t i o n
Stage Name	T h i s f i e l d d i s p l a y s t h e c u r r e n t s t a g e o f t h e p r o c e s s.

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

Field	D e s c r i p t i o n
Completed Time	T h i s f i e l d d i s p l a y s t h e t i m e o n w h i c h t h e a u d i t o f t h e c u r r e n t s t a g e

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

Field	D e s c r i p t i o n
	is c o m p l e t e d .

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

Field	D e s c r i p t i o n
Completed By	T h i s f i e l d i s p l a y s t h e u s e r I D o f t h e u s e r w h o h a d c o m p l e t e d t h

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

Field	D e s c r i p t i o n
	e a u d i t .
Outcome	T h i s f i e l d d i s p l a y s t h e o u t c o m e o f t h e a u d i t .

2. Click **Next**.

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

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

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
Remarks	<p>Specify any additional information regarding the Guarantee issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.

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

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

2.3.2 Sequence B (Continued)

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

As part of Data Enrichment, the user can verify and enter the basic details available in the Guarantee issuance amendment Islamic. In case the request is received through online channel, the user verifies the details populated. This section lists the amendments made to the issued guarantee. The hop has following three sections:

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

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

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

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

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

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

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

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

2. Click **Next**.

The task will move to next data segment.

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

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

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

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
Remarks	<p>Specify any additional information regarding the Guarantee issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.

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

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

2.3.3 Sequence C

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

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

The hop has following three sections:

- Preferences
- Underlying Transaction Details
- Delivery of Original Undertaking

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

Figure 2-10 Data Enrichment - Sequence C

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

Table 2-12 Sequence C - Field Description

Field	Description
Preferences	
Beneficiary	<p>This field displays the beneficiary details of the guarantee.</p> <div> Note: In case of Online requests, the details are auto-populated and user cannot change the value. </div>
Currency Code, Amount	<p>System defaults the currency code and amount from Amendment of Guarantee/SBLC Issued – Sequence B and allow as a read only field.</p> <div> Note: In case of Online requests, the details are auto-populated and user cannot change the value. </div>

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




Field	Description
Expiry Type	<p>System defaults the expiry type from Amendment of Guarantee/SBLC Issued – Sequence B.</p> <div>  Note: In case of Online requests, the details are auto-populated and user cannot change the value. </div>
Date of Expiry	<p>The date of expiry of the Guarantee Issuance. The maturity date cannot be greater than the expiry date mentioned in Amendment of Guarantee/SBLC Issued – Sequence B and earlier than the application dated.</p> <div>  Note: In case of Online requests, the details are auto-populated and user cannot change the value. </div>
Expiry Condition/Event	<p>System defaults expiry type from Amendment of Guarantee/SBLC Issued.</p> <div>  Note: In case of Online requests, the details are auto-populated and user cannot change the value. </div>
Underlying Transaction Details	
Other Amendments To Undertaking	<p>System defaults the amend values in this field. The field displays the content from MT767 and all the applicable MT 775.</p>
Delivery of Original Undertaking	
Delivery of Original Amendment	<p>Select the delivery mode by which the original local undertaking is to be delivered from the drop-down. The options are:</p> <ul style="list-style-type: none"> • COLL - By Collection • COUR - By Courier (e.g. Fedex, DHL, UPS) • MAIL - By Mail • MESS - By Messenger - Hand-deliver • OTHR - Other method • REGM - By Registered Mail or Airmail <p>Additional Information may be present if Code has the value COUR or OTHR, otherwise it is not allowed.</p>
Narrative	<p>Specify the narrative, if Delivery of Original Amendment has the value COUR or OTHR.</p>

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

Field	Description
Delivery to/ Collection by	Select the value to whom the original local undertaking is to be delivered or by whom the original local undertaking is to be collected from the drop-down. The options are: <ul style="list-style-type: none"> • BENE – Beneficiary • OTHR - Specified Address
Narrative	Specify the narrative, if Delivery to/ Collection by has the value OTHR .

2. Click **Next**.

The task will move to next data segment.

Table 2-13 Sequence C - Action Buttons - Field Description

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

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

Field	Description
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

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

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

2.3.4 Acknowledgement Details

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

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

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

Figure 2-11 Acknowledgement Details

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

Table 2-14 Acknowledgement Details - Field Description

Field	Description
MT 768 - Acknowledgment Details (This is applicable in case of Counter Guarantee/Counter Counter Guarantee Issuing Bank).	
Issuing Bank Reference	Specify the value for issuing bank reference.

Table 2-14 (Cont.) Acknowledgement Details - Field Description

Field	Description
Account Identification	Click Search to search and select the account which is used for settlement of charges where necessary, from the lookup. Alternatively user can specify the account identification details.
Date of Acknowledgement	System defaults the current system date as date of message acknowledgment. If the task is approved on a later date, then the date should be updated as the branch date as on approval. User can select the date on which the message being acknowledged was sent.
Amount of Charges	Specify the total amount of charges claimed by the advising bank and select the currency code. If the Sender services an account for the Receiver in the currency of the charges, and this System should default the Date of Debit as the branch date as on approval.
Account with Bank	Click Search to search and select account at which the sender wishes to receive credit for charges claimed, from the lookup. Alternatively user can also specify the account with bank details.
Charges	Specify the more details about the charges.
Sender to Receiver Information	Click Search to search and select any additional information the advising bank sends to the Issuing bank, from the lookup. This can be maintained as an FFT.
Narrative	Click Search to search and select the narrative from the lookup.

2. Click **Next**.

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

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

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

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

Field	Description
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	This button displays the multiple messages (MT760 + up to 7 MT761). Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance. In case of MT798, the User can click and view the MT798 message(784,760/761). In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is available, system should display all the signatures.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

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

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

2.3.5 Additional Fields

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

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

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

Figure 2-12 Additional Fields

2. Click **Next**.

The task will move to next data segment.

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

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

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Click to View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance. In case of MT798, the User can click and view the MT798 message(784,760/761). In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is available, system should display all the signatures.

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

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

2.3.6 Amendment Snapshot

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

Data Enrichment user wants to enter the basic amendment details of the Islamic Guarantee Issuance Amendment Islamic request. At this step user can view all the fields that are amended with the old values and the amended value of the Guarantee/Standby undertaking. The screen displays the latest Guarantee /SBLC value before amendment and the new amended value.

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

Figure 2-13 Amendment Snapshot

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

Table 2-17 Amendment Snapshot - Field Description

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

- Click **Next**.

The task will move to next data segment.

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

Table 2-18 Amendment Snapshot - Action Buttons - Field Description

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

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

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798 _MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.

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

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

2.3.7 Advices

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

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

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

Figure 2-14 Advices

Guarantee Issuance Amendment Islamic DataEnrichment ::
Application No:- PK2IGTM000065127

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

Screen(7/10)

Advices

Advice Name	Advice Party	Party Name	Suppress Advice
Advice : GUA_AMD_INSTR	: GUA_AMD_INSTR	: ABK	: NO
Advice : AMD_IMP_CR	: AMD_IMP_CR	: APP	: NO
Advice : LC_CASH_COL_ADV	: LC_CASH_COL_ADV	: APP	: YES
Advice : PAYMENT_MESSAGE	: PAYMENT_MESSAGE	: GOODCARE PLC	: NO

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

Advice Details

Figure 2-15 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	



▼ Instructions

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

OK Cancel

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

Table 2-19 Advice Details

Field	Description
Suppress Advice	Enable this option to suppress the advice. Disable this option if suppress advice is not required.
Advice Name	Select the advice name.
Medium	The medium of advices is defaulted from the system.
Advice Party	The medium of advices is defaulted from the system. User can update, if required.
Party ID	Value be defaulted from Guarantee Advise. User can update, if required.
Party Name	Read only field. Value be defaulted from Guarantee Advise.
FFT Code	Specify the free format text based on the following table. Click plus icon to add new FFT code.
FFT Code	Click Search to search and select the FFT Code.
FFT Description	FFT description is populated based on the FFT code selected. User can edit the FFT description.
	Click edit icon to edit the existing FFT description.
Action	Click delete icon to remove any existing FFT code. Click edit icon to edit the existing FFT code.
Instructions	Specify the instruction details based on the following table. Click plus icon to add new instruction code.
Instruction Code	Click Search to search and select the instruction Code.
Instruction Description	Instruction description is populated based on the instruction code selected. User can edit the instruction description.
	Click edit icon to edit the existing instruction description.
Action	Click delete icon to remove any existing instruction code. Click edit icon to edit the existing instruction code.

2. Click **Next**.

The task will move to next data segment.

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

Table 2-20 Advices - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
Remarks	<p>Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.

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

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

2.3.8 Additional Details

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

As part of DE, the user can verify and enter the basic additional details available in the Guarantee issuance amendment. In case the request is received through online channel, the user verifies the details populated. In the Additional details section, Guarantee /Standby amendment can have impact on the Limits and Collaterals section

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

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

Figure 2-16 Additional Details

Guarantee Issuance Amendment Islamic DataEnrichment ::
Application No:- PK2IGTM000065127

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

Main
Sequence B (Continued)
Sequence C
Acknowledgement Details
Additional Fields
Amendment Snapshot
Advices
Additional Details
Settlement Details
Summary

Additional Details

Limit & Collateral

Contribution Currency:
Contribution Amount :
Limit Status :
Collateral Currency :
Collateral Contribution:
Collateral Status :
Deposit Linkage Curre:
Deposit Linkage Amoi:

Charge Details

Charge : GBP 100.00
Commission : GBP 4.02
Tax :
Block Status : Not Initiated

Preview Message

Language :
Preview Message : -

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Next

Screen(8/10)

Limits and Collaterals

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

- Increase in Amount
- Increase in Expiry Date

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

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: 20.0

Collateral Currency and amount: GBP £22.00

Exchange Rate: 1.0

Sequence Number	Settlement Account...	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount In Account Currency	Account Balance Check Response	Response Message	Edit	Delete
1				100	22		VN		1	

Deposit Linkage Details

Deposit Account	Deposit Currency	Deposit Maturity Date	Transaction Currency	Deposit Available In Transaction Currency	Linkage Amount(Transaction Currency)	Edit	Delete
No data to display.							

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Save & Close Close

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

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

Figure 2-17 Limit Details

Limit Details

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

Figure 2-18 Collateral Details

Collateral Details

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

Figure 2-19 Deposit Linkage Details

Deposit Linkage Details

Customer Id

Deposit Account

Deposit Branch

Deposit Available Amount

GBP

£63,880.34

Deposit Maturity Date

Exchange Rate

Deposit Available In Transaction Currency

GBP

63,880.34

Linkage Percentage %

67.0

Linkage Amount(Transaction Currency)

GBP

£67.00

Save & Close

Close

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

Table 2-21 Limit Details - Field Description

Field	Description
Limit Details	Click plus icon to add new limit details. Below fields are displayed on the Limit Details pop-up screen, if the user clicks plus icon.
Customer ID	This field displays the applicant's/applicant bank customer ID defaulted from the application.
Linkage Type	Select the linkage type. Linkage type can be: <ul style="list-style-type: none">• Facility• Liability By default Linkage Type should be "Facility".

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



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

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

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

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

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

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

Field	Description
Deposit Available Amount	This field displays the deposit available amount and currency which will be auto-populated based on the deposit account selection.
Deposit Maturity Date	This field displays the maturity date of deposit.
Exchange Rate	This field displays the latest exchange rate for deposit linkage. This will be picked up from the exchange rate maintenance from the common core.
Deposit Available In Transaction Currency	This field displays the deposit amount available, after exchange rate conversion, if applicable.
Linkage Percentage %	Specify the value for linkage percentage.
Linkage Amount (Transaction Currency)	This field displays the transaction amount, user can change the value.
Edit	Click edit link to edit the deposit linkage details.

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

Charge Details

This section displays charge details. If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.

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

Charge Details

Recalculate Re-default

▼ Commission Details

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

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▼ Charge Details

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

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Save & Close Close

▼ Tax Details

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

▼ Split Settlement

select

Component

Currency

Amount

No data to display.

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Split Settlement Details

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

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Save & Close Close

Split Settlement Details

Split Settlement Details

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

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

Table 2-22 Charge Details - Field Description

Field	Description
Commission Details	This section displays the Commission Details.
Component	This field displays the commission component.
Rate	<p>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.</p> <p>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.</p>
Modified Rate	From the default value, if the rate is changed the value gets updated in this field.

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

Field	Description
Currency	This field displays the currency in which the commission have to be collected.
Amount	<p>This field displays the amount that is maintained under the product code.</p> <p>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.</p> <p>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.</p>
Modified Amount	From the default value, if the amount is changed, the value gets updated in the modified amount field.
Defer	If enabled, charges/commissions has to be deferred and collected at any future step.
Waive	<p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>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.</p>
Split	The user can split the Commission by enabling/ disabling the flag as per the requirement.
Charge Party	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
Settlement Account	Select the settlement account.
Charge Details	This field displays the Charge Details .
Component	This field displays the charge component type.
Tag Currency	This field displays the tag currency in which the charges have to be collected.
Tag Amount	This field displays the tag amount that is maintained under the product code.
Currency	This field displays the currency in which the charges have to be collected.
Amount	This field displays the amount that is maintained under the product code.
Modified	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.
Billing	<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>

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

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

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

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

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

Preview Message

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

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

Customer Name and last four digits of Customer Number.

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

Table 2-23 Preview Message - Field Description

Field	Description
Preview SWIFT Message Based on the guarantee amendment captured in the previous screen, the preview message simulated from the back office and the user can view the message.	
Language	Read only field. The language to preview the draft guarantee details. English is set as default language for the preview.
Message Type	Select the message type from the drop down.
Preview Message	This field displays a preview of the draft message. Based on the guarantee text captured in the previous screen, guarantee draft is generated in the back office and is displayed in this screen.
Preview Mail Device Based on the guarantee amendment captured in the previous screen, the preview message-mail advice is simulated from the back office and the user can view the message.	
Language	Read only field. The language for the advice message. English is set as default language for the preview.
Advice Type	Select the advice type.
Preview Message	This field displays a preview of advice.
Draft Confirmation If the guarantee amendment message is to be approved by the customer before issue, then the user has to select the option for draft confirmation.	
Draft Confirmation Required	This toggle enables the user to select if draft confirmation is required or not.
Following fields will have values on receipt of customer response.	

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

Field	Description
Customer Response	User can enter the response received from customer. If the response is received online, the response is auto populated in this field by the system.
Customer Remarks	Remarks from the customer for the draft.
Response Date	Customer Response received date.
Customer Email ID 1	Default email address of the customer. System fetches the Email ID from Customer Address maintenance in Back office and auto populates the available Email ID.
Customer Email ID 2	By default this field is blank. User can search and select the Email ID from lookup from the Customer Email Address field of the customer maintenance in Back Office and replicated in OBTFPM.
Legal Verification	
Legal Verification Required	Enable the toggle, if the guarantee amendment message has to be verified and approved by Legal department before issue.
Legal Response	User can enter the legal response.
Legal Remarks	Legal remarks entered by the user.
Verification Date	The legal verification date.

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

The task will move to next data segment.

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

Table 2-24 Additional Details - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Click to View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.

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

Field	Description
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798 _MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others

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

Field	Description
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.3.9 Settlement Details

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

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

Figure 2-20 Settlement Details

Guarantee Issuance Amendment Islamic DataEnrichment ::
Application No:- PK2IGTM000065127

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

Screen(9/10)

Settlement Details

☐ Current Event

▼ Settlement Details

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AGLIR_COM1...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	Yes	No
AGLIR_COM1...	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
ARCLIQD	GBP	Debit	152110003	Domestic Export Sight Bi...	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_OSEF	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Next

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

Table 2-25 Settlement Details – Field Description

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

2. Click **Next**.

The task will move to next data segment.

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

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

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

Field	Description
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

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

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

2.3.10 Summary

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

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

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

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

Figure 2-21 Summary

Guarantee Issuance Amendment Islamic DataEnrichment :: Application
No:- PK2IGTM000065127

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

Main Sequence B (Continued) Sequence C
Acknowledgement Det...
Additional Fields
Amendment Snapshot
Advices
Additional Details
Settlement Details
Summary

Summary

Main SBLC/Guarantee Type : BILL Submission Mode : Desk Date of Issue : 2022-04-20	Sequence B (Continued) Collection by : Delivery of Original Amendment :	Sequence C Collection by : Delivery of Original Amendment :
Acknowledgement Details Account Identification : Acknowledgement date : 2022-04-20 Amount : 1000 Currency : GBP	Additional Fields Click here to view Additional fields	Amendment Snapshot Click here to see amended details
Advices Advice 1 : GUA_AMD_INST... Advice 2 : AMD_IMP_CR Advice 3 : LC_CASH_COL... Advice 4 : PAYMENT_MESS...	Limits and Collaterals Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	Commission, Charges and Taxes Charge : GBP 100.00 Commission : GBP 4.02 Tax : Block Status : Not Initiated
Preview Message Language : ENG Preview Message : -	Settlement Details Component : COLL_AMT_DEC... Account Number : PK2001044001... Currency : GBP	Parties Details Advising Bank : WELLS FARGO ... Beneficiary : MARKS AND SP... Applicant : GOODCARE PLC
Accounting Details Event : AccountNumber : Branch :		

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

Tiles Displayed in Summary

- Main - User can view the application and Guarantee details. User can modify the details if required.
- Sequence B(Continued) - User can view the details of the sequence B message if any.
- Sequence C - User can view the details of the sequence C message if any.
- Acknowledgement Details - User can view the acknowledgement details .
- Additional Fields - User can view the additional fields details if any.
- Amendment Snapshot - User can view the comprehensive fields amended with the previous value and new amended value.
- Advices - User can view the advices details if any.
- Limits and Collaterals - User can view limits and collateral details. User can modify the details if required.
- Commission, Charges and Taxes - User can view the charge details. User can modify the details if required.

- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details.
- Settlement Details - User can view the settlement details.
- Parties Details - User can view party details like beneficiary, advising bank etc.
- Accounting Details - User can view the accounting entries generated by back office system.

 **Note:**

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

2. Click **Submit**.

The task will move to next logical stage.

Table 2-27 Summary - Action Buttons - Field Description

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

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

Field	Description
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task..</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures.</p>
Request Clarification	Clicking this button allows the user to submit the request for clarification to the "Trade Finance Portal" for the transactions that are initiated offline.
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	<p>The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

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

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

2.4 Legal Verification

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

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

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

- [Legal Verification - Application Details](#)

2.4.1 Legal Verification - Application Details

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

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

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

Table 2-28 Application Details - Field Description

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

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

Field	Description
Draft Message	Read only field. All fields displayed under Draft Message section, would be read only.
Language	Select the language for the SWIFT message.
Draft Message	Read only field.
Legal Verification	
Legal Verification required	Read only field.
Legal Verification Outcome	The user can update any of the below response based on vetting the guarantee text <ul style="list-style-type: none"> • Accepted • Not accepted - Change and Send for Review Again • Not accepted - Change and Proceed • Pending
Legal Remarks	Specify the observation/changes/remarks to be done to the guarantee text.
Verification Date	Specify the date on which the verification was done. The system date will be defaulted and the user can change the same.

Tiles Displayed in Summary

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

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

Field	Description
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
Remarks	<p>Specify any additional information regarding the Guarantee issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Messages	<p>This button displays the multiple messages (MT760 + up to 7 MT761. Click to allow parsing of MT 760 along with MT761(up to 7) messages together to create a Guarantee Issuance.</p> <p>In case of MT798, the User can click and view the MT798 message(784,760/761).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
View Undertaking	Clicking this button allows the user to view the undertaking details.
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>

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

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

2.5 Customer Response - Draft Confirmation

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

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

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

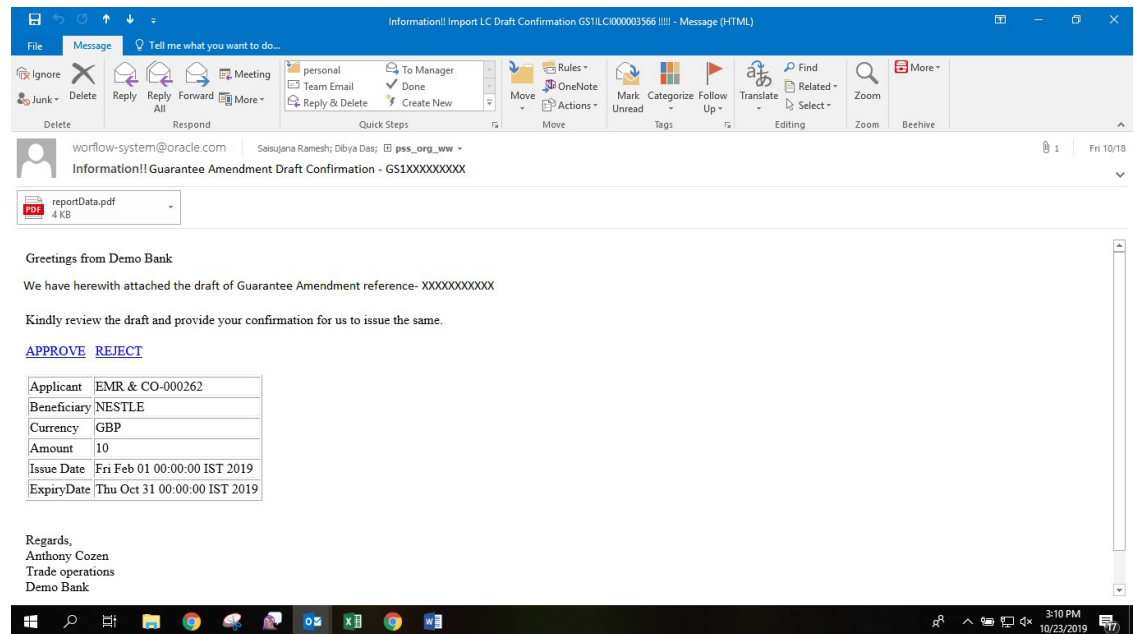
In online mode, the customer would receive a mail notification from the bank with a draft of the Guarantee Amendment. The customer can 'Approve' or 'Reject' post reviewing the draft through mail. The customer response will automatically be updated in OBTFPM. Based on the customer response; the task will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

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

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

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

Draft mail to customer



Response from Customer

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

Dear Bank,

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

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

Customer Response: [Approved]

Remarks: [approved this task]

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

Application Number: [GS1LCI000003469]
Token: [9c0e60ab635b62ce9f7ac6cca5ad0056f0bb1aadd6337e88cb231d8df57d4f36]

- [Customer Response - Application Details](#)

2.5.1 Customer Response - Application Details

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

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

Table 2-30 Application Details - Field Description

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

Customer Response

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

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

Draft Confirmation

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

Field	Description
Draft Message required	Read only field.

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

- Accepted
- Rejected

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

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

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

Tiles Displayed in Summary

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

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

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

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

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

2.6 Exceptions

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

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

Amount Block Exception Approval

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

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

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

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

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

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

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

Application Details

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

Amount Bock Exception

This section will display the amount block exception details.

Summary

ORACLE (DEFAULTTENTITY) Oracle Banking Trade Finan... Jun 15, 2021 ZARTAB02 sulham@gmail.com

Guarantee Issuance Amendment Islamic AmountBlock Exception Approval : Application No:- PK2IGTU000025166 Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

Amount Block Exception Summary Screen (2 / 2)

Main	Sequence B (Continued)	Sequence C	Acknowledgement Details
SBL/Guarantee Type : DPAY Submission Mode : Desk Date of Issue : 2021-05-05	Collection by : Delivery of Original : Amendment :	Collection by : Delivery of Original : Amendment :	Account Identification : PK1000331017 Ack. date : 2021-06-13 Amount : 1200 Currency : USD
Amendment Snapshot	Advices	Limits and Collaterals	Commission,Charges and Taxes
Click here to see amended details :	Advice 1 : Advice 2 :	Contribution Currency : Contribution Amount : Limit Status : Not Verified Collateral Currency : Collateral Contr : Collateral Status : Not Verified	Charge : Commission : Tax : Block Status : Not Initiated
Preview Message	Settlement Details	Accounting Details	
Language : ENG Preview Message : -	Component : OTHBNKCHG_LL... Account Number : PK2001044001... Currency : GBP	Event : GCLM AccountNumber : 313100003 Branch : PK2	

Audit Reject Refer Hold Approve Back Next

Tiles Displayed in Summary:

- Main Details - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Limits and Collaterals - User can view the limits and collateral details. User can modify the details if required.
- Commission, Charges and Taxes - User can view the charge details. User can modify the details if required.
- Documents - User can view the document details.
- Remarks - User can view the remarks details captured during earlier stages
- Approve: Settlement amount will be funded (outside of this process)
- Allow account to be overdrawn during hand-off

Amount Block Details

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

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

Limits Details

Field	Description
Customer ID	Unique Customer Identification Number of the customer for whom the credit exception approval is required.
Line ID	Line ID under which the limit check was originally performed.
Contribution%	Percentage of the transaction amount that need to be earmarked.
Contribution Currency	Currency of the transaction.
Contribution Amount	User can enter the contribution amount to be utilized under the selected limit.
Limit Check Response	Response received from backend system. Response can be Limit Earmark Created or Limits not available.
Collateral Details Provide the collateral details based on the description provided in the following table:	

Field	Description
Collateral Type	This can be either Cash Collateral or Deposits.
Collateral %	Percentage of the transaction amount that needs to be marked against a collateral.
Currency	Currency of transaction.
Amount	Amount that will be marked as collateral.
Settlement Account	Account that will be marked as collateral.

Charge Details

Provide the Charge Details based on the description provided in the following table:

Table 2-32 Charge Details

Field	Description
Type	The type for which the amount block is required eg: charges, cash collateral, deposit etc.
Contact Currency	The currency of contact.
Block Amount	The amount for which the block is required.
Branch	The branch under which the amount block has to be made.
Account	Settlement account to be used.
Account Currency	Currency in which the settlement account is maintained.
Available Balance	The outstanding balance in the account when the amount block was placed in contract currency.
Block Reference Number	Unique Amount Block reference.
Block Status	The status of amount block – Success or failure.
Block Status Detail	Failed Reason (This field will have value only if amount block is failed).

1. Click **Approve**. to approve the export booking amount block exception check.

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

Table 2-33 Amount Block Exception - Action Buttons - Field Description

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the Guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.

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

Field	Description
Incoming Message	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes Refer Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
Back	Task moves to previous logical step.

Exception - Know Your Customer (KYC)

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

1. Log in into 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.
User can pick up a transaction and do the following actions:

Approve

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

- Without changing the KYC status in the back end application.
- Reject (with appropriate reject reason).

Summary

Figure 2-22 Know Your Customer (KYC) Exception

Guarantee Issuance Amendment Islamic KYC Exceptional approval :: Application No:- PK2IGTM000065430

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

KYC Exception

Summary

Screen(2/2)

Main SBLC/Guarantee Type : BILL Submission Mode : Online Date of Issue : 2022-04-20	Sequence B (Continued) Collection by : Delivery of Original Amendment :	Sequence C Collection by : Delivery of Original Amendment :
Acknowledgement Details Account Identification : Acknowledgement date : 2022-04-20 Amount : 100 Currency : GBP	Additional Fields Click here to view Additional fields :	Amendment Snapshot Click here to see amended details :
Advices Advice 1 : GUA_AMD_INST...	Limits and Collaterals Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	Commission, Charges and Taxes Charge : Commission : Tax : Block Status : Not Initiated
Preview Message Language : ENG Preview Message : -	Settlement Details Component : Account Number : Currency :	Parties Details Advising Bank : WELLS FARGO ... Beneficiary : MARKS AND SP... Applicant : GOODCARE PLC
Accounting Details Event : Account Number : Branch :		

Audit

Reject Refer Hold Approve Back

Tiles Displayed in Summary:

- Main Details - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Limits and Collaterals - User can view the limits and collateral details. User can modify the details if required.
- Commission, Charges and Taxes - User can view the charge details. User can modify the details if required.
- Documents - User can view the document details.
- Remarks - User can view the remarks details captured during earlier stages
- Approve: Settlement amount will be funded (outside of this process)

- Allow account to be overdrawn during hand-off

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

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

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Message	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.

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

Field	Description
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.
Back	Task moves to previous logical step.

Exception - Limit Check/Credit

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

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

 **Note:**

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

Limit check Exception approver can do the following actions:

Approve

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

Refer

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

Reject

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

Limit/Credit Check

This section will display the amount block exception details.

Summary

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and guarantee details, if required.
- Guarantee Details - User can view and modify Counter Guarantee details and Guarantee details, if required.

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

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

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

Field	Description
Documents	View/Upload the required document.
Remarks	Specify any additional information regarding the collection. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
Incoming Message	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

Table 2-35 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description

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

2.7 Multi Level Approval

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

The Approval user can approve a Guarantee Amendment Transaction.

1. Log in into 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 2-23 Approval Re-Key

Approval Rekey

View Signature Documents Remarks

Currency

GBP

Contract Amount

GBP £150,000.00

Refer Close Proceed

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

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

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

- Currency
- Contract Amount

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

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

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

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

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

 **Note:**

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

Approval Summary

Guarantee Issuance Amendment Islamic Approval Task Level 1 ::
Application No:- PK2IGTM000065127

Documents Remarks Overrides Customer Instruction
Incoming Message View Undertaking Signatures

Main SBLG/Guarantee Type : BILL Submission Mode : Desk Date of Issue : 2022-04-20	Sequence B (Continued) Collection by : Delivery of Original Amendment :	Sequence C Collection by : Delivery of Original Amendment :
Acknowledgement Details Account Identification : Acknowledgement date : 2022-04-20 Amount : 1000 Currency : GBP	Additional Fields Click here to view Additional : fields	Amendment Snapshot Click here to see amended : details
Advices Advice 1 : GUA_AMD_INST... Advice 2 : AMD_IMP_CR... Advice 3 : LC_CASH_COL... Advice 4 : PAYMENT_MESS...	Limits and Collaterals Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	Commission,Charges and Taxes Charge : GBP 100.00 Commission : GBP 4.02 Tax : Block Status : Success
Preview Message Language : ENG Preview Message : -	Settlement Details Component : COLL_AMT_DEC... Account Number : PK2001044001... Currency : GBP	Parties Details Advising Bank : WELLS FARGO ... Beneficiary : MARKS AND SP... Applicant : GOODCARE PLC
Accounting Details Event : AccountNumber : Branch :	Exception(Approval) Sanction : EXCEPTION PLEASE VISIT REMARKS FOR MORE DETAILS : -	

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.
- Party Details - User can view the party details like beneficiary, advising bank etc. User can modify the details if required.
- Sequence B - User can view the details of the sequence B message if any.
- Sequence C - User can view the details of the sequence B message if any.
- Documents - User can view the document details
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Amendment Details - User can view the comprehensive fields amended with the previous value and new amended value.
- Charges - User can view the charge details. User can modify the details if required.
- Revolving Details - User can view revolving details on revolving LC, if applicable.

- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details.
- Settlement Details - User can view the settlement details.
- Legal Verification - User should be able to drill down to view the legal verification response and confirmation details.
- Compliance Details - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

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

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

Field	Description
Documents	View/Upload the required document. Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
Remarks	Specify any additional information regarding the guarantee. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Incoming Message	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
View Undertaking	Clicking this button allows the user to view the undertaking details.
Signatures	Click the Signature button to verify the signature of the customer/ bank if required. The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. If more than one signature is available, system should display all the signatures.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

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

Field	Description
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none">• R1- Documents missing• R2- Signature Missing• R3- Input Error• R4- Insufficient Balance/Limits• R5 - Others <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
Refer	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none">• R1- Documents missing• R2- Signature Missing• R3- Input Error• R4- Insufficient Balance/Limits• R5 - Others
Approve	<p>On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.</p>

8. Click **Approve**.

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