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



Release 14.8.0.0.0 G28619-01 April 2025

ORACLE

Oracle Banking Trade Finance Process Management Import LC Internal Amendment User Guide, Release 14.8.0.0.0

G28619-01

Copyright © 2018, 2025, Oracle and/or its affiliates.

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish, or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

If this is software, software documentation, data (as defined in the Federal Acquisition Regulation), or related documentation that is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, then the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs) and Oracle computer documentation or other Oracle data delivered to or accessed by U.S. Government end users are "commercial computer software," "commercial computer software documentation," or "limited rights data" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, reproduction, duplication, release, display, disclosure, modification, preparation of derivative works, and/or adaptation of i) Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs), ii) Oracle computer documentation and/or iii) other Oracle data, is subject to the rights and limitations specified in the license contained in the applicable contract. The terms governing the U.S. Government's use of Oracle cloud services are defined by the applicable contract for such services. No other rights are granted to the U.S. Government.

This software or hardware is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications that may create a risk of personal injury. If you use this software or hardware in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy, and other measures to ensure its safe use. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software or hardware in dangerous applications.

Oracle®, Java, MySQL, and NetSuite are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Inside are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Epyc, and the AMD logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

This software or hardware and documentation may provide access to or information about content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services unless otherwise set forth in an applicable agreement between you and Oracle. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services, except as set forth in an applicable agreement between you and Oracle.

## Contents

### Preface

Purpose	V
Audience	V
Documentation Accessibility	V
Critical Patches	vi
Structure	vi
Diversity and Inclusion	vi
Conventions	vi
Related Documents	vi
Screenshot Disclaimer	vii
Acronyms and Abbreviations	vii
Basic Actions	vii
Symbols and Icons	viii

### 1 Oracle Banking Trade Finance Process Management

### 2 Import LC Internal Amendment

	2-2
2.2 Registration 2	
2.2.1 Document Linkage 2	2-9
2.3 Data Enrichment 2-	14
2.3.1 Main Details 2-	16
2.3.2 Acknowledgement Details 2-	22
2.3.3 Additional Fields 2-	26
2.3.4 Advices 2-	28
2.3.5 Additional Details 2-	32
2.3.6 Settlement Details 2-	50
2.3.7 Summary 2-	53
2.4Multi Level Approval2-	57



Index



## Preface

- Purpose
- Audience This document is intended for the following audience:
- Documentation Accessibility
- Critical Patches
- Structure This manual is organized into the following chapters:
- Diversity and Inclusion
- 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 **Import LC Internal Amendment** process.

## Audience

This document is intended for the following audience:

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

## **Documentation Accessibility**

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

Access to Oracle Support



### Access to Oracle Support

Oracle customer access to and use of Oracle support services will be pursuant to the terms and conditions specified in their Oracle order for the applicable services.

### **Critical Patches**

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

### 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.

## **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.

### Conventions

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

The following text conventions are used in this document:

## **Related Documents**

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

Getting Started User Guide



Oracle Banking Common Core User Guide

## Screenshot Disclaimer

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

## Acronyms and Abbreviations

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

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

Table 1 Acronyms and Abbreviations

## **Basic Actions**

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

Action Buttons	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	Reject Codes are:
	<ul> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>
	Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

 Table 2
 Common Action Buttons and its Definitions

Action Buttons	Description					
Refer	Select a Refer Reason from the values displayed by the system.					
	Refer Codes are:					
	R1- Documents missing					
	R2- Signature Missing					
	R3- Input Error					
	R4- Insufficient Balance/Limits					
	R5 - Others					
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.					
	his option is used, if there are any pending information yet to be aceived from applicant.					
Cancel	Click <b>Cancel</b> to cancel the transaction input midway without saving any data.					
Save & Close	Click <b>Save &amp; Close</b> to save the details provided and holds the task in <i>My</i> Task' queue for further update. This option will not submit the equest.					
Next	Click <b>Next</b> , system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.					
Submit	Click <b>Submit</b> to complete the transaction after you specify all the input parameters for a particular process. The task will get moved to next logical stage of the process. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.					

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

## Symbols and Icons

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

Table 3 Symbols and Icons - Common

Symbol/Icon	Function
J L	Minimize
л г	
r 7	Maximize
L J	
×	Close
Q	Perform Search
•	Open a list



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

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



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

Table 4 Symbols and Icons - Widget



## Oracle Banking Trade Finance Process Management

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

Welcome to the Oracle Banking Trade Finance Process Management 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**

Oracle Banking Trade Finance Process Management is a Trade Finance middle office platform, which enables bank to streamline the Trade Finance operations. Oracle Banking Trade Finance Process Management enables the customers to send request for new Trade Finance transaction either by visiting the branch (offline channels) or through SWIFT/Trade Portal/other external systems (online channels). **Benefits** 

Oracle Banking Trade Finance Process Management 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 Import LC Internal Amendment

Import LC Internal Amendment process enables the user to make an amendment to the underlying LC details without impacting the terms and conditions of the LC.

This topic contains following subtopics:

- Common Initiation Stage This topic provides the systematic instructions to initiate the new import LC internal amendment request.
- Registration
   This topic provides the systematic instructions to initiate the Registration stage of Import
   LC Internal Amendment request.
- Data Enrichment

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

 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 import LC internal amendment request.

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

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

The Initiate Task screen displays.

					(DEFAULTENTITY)	Oracle Banking Trade Financ April 20, 2022	Ĉ	ADMIN	01 🗸
Menu Item Search	Q	Initiate Task							
K Trade Finance		Registration							
		Process Name	LC Reference Number		Branch				
		Import LC Internal Amendment	PK2ILSN221107064	Q	PK2-Oracle Banking Trade	Fina 🔻			
Buyers Credit								Proceed	Clear
Common Group Message									
Export - Documentary Collection									
Export - Documentary Credit									
Import - Documentary Collection									
Import - Documentary Credit									
Initiate Task									

Figure 2-1 Initiate Task

2. On Initiate Task screen, specify the fields.



Note:

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

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

 Table 2-1
 Initiate Task - Field Description

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

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

Table 2-2 Action Buttons - Field Description

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

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

## 2.2 Registration

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

User can register request of new Import LC internal amendment received at the front desk through branch either by fax, mail, or physical application form, the Import LC internal amendment process starts from the Registration Stage.

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



A A A A A A A A A A A A A A A A A A A
ORACLE
User Name
ATEST11
Password
Sign In

Figure 2-2 LogIn Screen

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

		(DEFAULTENTITY)	Oracle Banking Trade Financ April 20, 2022	Û	ADMIN01 V
Menu Item Search Q	Dashboard			6-00-0	
Import - Documentary Credit					+
	Swift Processing				
	Date November 11, 2024				
Import LC Amendment Beneficiary Consent	MT700				
Import LC Cancellation					
	0 20 40 60				
	Success E Failure				
Import LC Internal Amendment					
	МТ707				
	0 20 40 60				
	Success Failure O Filtered Unfiltered				

Figure 2-3 Import LC Internal Amendment



#### The Import LC Internal Amendment screen appears.

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

Import LC Internal Amendr	nent	Signatures Documents Remarks	Customer Instruction Common Group Messages
<ul> <li>Application Details</li> </ul>			
0 - Documentary Credit Number	Received From Applicant Bank	Received From - Customer ID	Received From - Customer Name
PK2ILSN221107167 Q	Applicant 👻	001044	GOODCARE PLC
iranch	Process Reference Number	Priority	Submission Mode
PK2-Oracle Banking Trade Fina 🛛 🔻	PK2ILCI000063677	Medium	Desk
Amendment Date	User Reference Number	Customer Reference Number	
April 20, 2022	PK2ILSN221107167	545656	
<ul> <li>LC Amendment Details</li> </ul>			
Ec Amenament Details			
Revolving	LC Type	Product Code	Product Description
	LC Type Sight -	Product Code ILSN	Product Description Import LC Sight Non Revolving
6A - Advising Bank	Sight *	ILSN	Import LC Sight Non Revolving
04 - Advising Bank 001041 WELLS FAF	Sight The second	ILSN 30 - Date of Issue	Import LC Sight Non Revolving 40C - Applicable Rules
001041 WELLS FAF	Sight	ILSN 30 - Date of Issue April 20, 2022	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION *
100-1041 WELLS FAF	Sight 40A - Form of Documentary Credit IRREVOCABLE 31D - Place of Expiry	ILSN 30 - Date of Issue April 20, 2022	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION ~ 50 - Applicant
6A - Advising Bank 001041 WELLS FAF  C Do Lete of Expiry December 28, 2022 PA - Beneficiary Name	Sight   40A - Form of Documentary Credit  IRREVOCABLE  31D - Place of Expiry  NEW YORK	ILSN 30 - Date of Issue April 20, 2022	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION * 50 - Applicant 001044 GOODCAR
AA Advising Bank 001041 WELLS FAF C HD - Date of Expiry December 28, 2022 III PA - Beneficiary Name 001043 MARKS AN C	Sight    A0A - Form of Documentary Credit  IRREVOCABLE   310 - Piace of Expiry  NEW YORK  Accountee	ILSN 30 - Date of Issue April 20, 2022	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION * 50 - Applicant 001044 GOODCAR
AA Advising Bank 001041 WELLS FAF C HD - Date of Expiry December 28, 2022 III PA - Beneficiary Name 001043 MARKS AN C	Sight  40A - Form of Documentary Credit IRREVOCABLE 31D - Place of Expiry NEW YORK Accountee	ILSN 30 - Date of Issue April 20, 2022 51A - Applicant Bank 22B - Currency Code, Amount GBP  E100.00	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION ~ 50 - Applicant 001044 GOODCAR 39A - Percentage Credit Amount Tolerance
6A - Advising Bank 001041 WELLS FAF C mD - Date of Expiry December 28, 2022 M A - Beneficiary Name 001045 MARKS AN C C Gutstanding Amount	Sight  40A - Form of Documentary Credit IRREVOCABLE 31D - Place of Expiry NEW YORK Accountee Commonstrained	ILSN 30 - Date of Issue April 20, 2022 51A - Applicant Bank 22B - Currency Code, Amount GBP  E100.00	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION * 50 - Applicant 001044 GOODCAR 39A - Percentage Credit Amount Tolerance Auto Close
6A - Advising Bank           001041         WELLS FAF         C           D- Date of Expiry          C           Date of Expiry          C           9A - Beneficiary Name          C           001045         MARKS AN         C           C Outstanding Amount          E100.00	Sight  40A - Form of Documentary Credit IRREVOCABLE 31D - Place of Expiry NEW YORK Accountee Commonstrained	ILSN 30 - Date of Issue April 20, 2022 51A - Applicant Bank 22B - Currency Code, Amount GBP  E100.00	Import LC Sight Non Revolving 40C - Applicable Rules UCP LATEST VERSION * 50 - Applicant 001044 GOODCAR 39A - Percentage Credit Amount Tolerance Auto Close

#### Figure 2-4 Import LC Internal Amendment - Registration - Application Details

3. On Import LC Internal Amendment - Registration - Application Details screen, specify the fields.



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

Table 2-3Import LC Internal Amendment - Registration - Application Details - FieldDescription

Field	Description
Documentary Credit Number	Specify thedocumentary credit number Alternatively, click <b>Search</b> to search and select the documentary credit number. In lookup search/advanced lookup search, user can input DCN Reference Number, Applicant, Currency, Amount, and User Reference to fetch the LC details. Based on the search result, select the applicable LC to be amended.

Field	Description
Received From Applicant Bank	Read only field. Value will be defaulted as available in LC.
Received From - Customer	Read only field.
	Customer ID will be auto-populated based on the selected LC from the lookup.
Received From - Customer	Read only field.
Name	Customer name will be auto-populated based on the selected LC from the lookup.
Branch	Read only field.
	Branch details will be auto-populated based on the selected LC from the lookup.
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.
Priority	<ul> <li>System defaults the Priority as:</li> <li>Essential</li> <li>Critical</li> <li>Low</li> <li>Medium</li> <li>High</li> <li>If priority is not maintained for the customer, system will populate 'Medium' as the default priority.</li> <li>User can change the priority populated any time before submit of Registration stage.</li> </ul>
Submission Mode	System defaults the submission mode of Import LC Internal Amendment request. By default the submission mode will have the value as 'Desk' for transactions created via registration. By default the submission mode will have the value as 'Desk'.
	<ul> <li>Desk - Request received through Desk</li> <li>Fax- Request received through Fax</li> <li>Email- Request received through Email</li> <li>Courier - Request received through Courier</li> </ul>
Amendment Date	The application displays the branch's current date by default.
	Note: User cannot change the date to a back date or future date.
User Reference Number	Read only field. User Reference Number will be auto populated by the system based on selected LC.

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



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

Field	Description
Customer Reference Number	System defaults a unique Customer Reference Number for the amendment. User can enter the 'Reference number' provided by the applicant/ applicant bank.

#### **LC Amendment Details**

The LC Amendment Details section allows the registration user to view the latest LC values defaulted in the respective fields.

Revolving	LC Type	Product Code	Product Description
	Sight -	ILSN	Import LC Sight Non Revolving
56A - Advising Bank	40A - Form of Documentary Credit	30 - Date of Issue	40C - Applicable Rules
001041 WELLS FAF	IRREVOCABLE	April 20, 2022	UCP LATEST VERSION
51D - Date of Expiry	31D - Place of Expiry	51A - Applicant Bank	50 - Applicant
December 28, 2022	NEW YORK	D	001044 GOODCARI 🕻
59A - Beneficiary Name	Accountee	32B - Currency Code, Amount	39A - Percentage Credit Amount Tolerance
001043 MARKS AN	D	GBP 👻 £100.00	
C Outstanding Amount	Limits/Collateral Required	39C - Additional Amount Covered	Auto Close
GBP - £100.00			
Closure Date			
December 28, 2022			

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



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

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

## Table 2-4Import LC Internal Amendment - Registration - LC Details - FieldDescription

Field	Description
Revolving	Read only field.
	The option displays that the LC type is revolving.
	The option displays that the LC type is not revolving.
LC Туре	Read only field. This field displays the value used for LC type as per the latest LC details.
Product Code	Read only field. This field displays the description of the product used during Issuance of the selected LC.



Field	Description	
Product Description	Read only field. This field displays the description of the product as in Import LC Issuance.	
Advising Bank	Read only field. This field displays the advising bank as per the latest LC details.	
Form of Documentary Credit	Read only field. This field displays the form of documentary credit details the value available in LC record.	
Date of Issue	Read only field. This field displays the LC issuance date.	
Applicable Rules	Read only field. This field displays the applicable rule as per the latest LC details.	
Date of Expiry	Read only field. This field displays the expiry date as per the latest LC details.	
Place of Expiry	Read only field. This field displays the place of expiry as per the latest LC details.	
Applicant Bank	Read only field.	
	This field displays the applicant bank details if available, as per the latest LC details.	
Applicant	Read only field. This field displays the applicant details as per the latest LC details.	
Beneficiary Name	Read only field. This field displays the beneficiary as per the latest LC details.	
	Note: If the user amend this field and the selected beneficiary/ party is blacklisted the system displays a warning message.	
Accountee	Read only field. This field displays the accountee details as per the latest LC details.	
Currency Code, Amount	Read only field. This field displays the currency code/ LC Amount as per the latest LC details.	
Percentage Credit Amount Tolerance	Read only field. This field displays the percentage credit amount tolerance details as per the latest LC details.	
LC Outstanding Amount	Read only field. This field displays the Outstanding LC Amount as per the latest LC details.	

## Table 2-4 (Cont.) Import LC Internal Amendment - Registration - LC Details - FieldDescription



Field	Description
Limits/Collateral Required	Switch to , to enable limit check during the process flow of this request. Switch to , to disable limit check during the process flow of this request.
Additional Amount Covered	Read only field. This field displays the details of additional amount covered as per the latest LC details.
Auto Close	Switch to , if Auto close is required for that transactions. witch to , if Auto close is not required for that transactions.
Closure Date	Read only field. System default the "Closure Date" value from the previous version of the contract.
	If the system defaulted value for <b>Auto Close</b> is <b>Yes</b> , then <b>Closure</b> <b>Date</b> field will be a display only field and user is not allowed to edit the same.
	If the system defaulted value for <b>Auto Close</b> is <b>No</b> , then user can edit the <b>Closure Date</b> field by enabling the <b>Auto Close</b> toggle as <b>Yes</b> .
	User can provide the value in this field, if <b>Auto Close</b> is enabled as a part of this internal amendment.

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

5. Click Submit.

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

Table 2-5	Import LC Internal Amendment - Registration - Action Buttons - Field
Descriptio	n

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 under the LC. Application displays mandatory documents to be uploaded for Import LC Amendment. Place holders are also available to upload additional documents submitted by the applicant
Remarks	Specify any additional information regarding the LC. This information can be viewed by other users processing the request.



Field	Description
Customer Instructions	<ul> <li>Click to view/ input the following:</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 messages from within the task. A walk-in customer of the receiving bank can be sent a common group message by the BIC.
View LC	Click to view the details of the underlying LC.
Events	Click to view the event details.
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancels the Import LC Internal Amendment task. Details entered will not be saved and the task will be removed.
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.
Submit	Click Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. The task will move to next logical stage of Import LC Internal Amendment. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit. The checklist items under Registration Stage are: Application signed and stamped Customer signature verified Any correction or alteration initialed by the applicant.

## Table 2-5 (Cont.) Import LC Internal Amendment - Registration - Action Buttons -Field Description

Document Linkage

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

### 2.2.1 Document Linkage

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

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

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

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

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

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

ocument Status <sub>Select</sub> All	•	
Letter of Credit	Letter of Credit	)
Pro-forma Invoice	Application Form	
<u>↑</u>		

2. Click the Add Additional Documents button/ link.

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

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

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

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



Customer Id			D	ocumen	t ld				
001044									
Document Type			D	ocumen	t Code				
Letter of Credit		•		Insura	nce Policy	.,	•		
Fetch Link Document	Document Id	Customer 🗘	Document Type	0	Document Code	\$ Upload Date	0	Reference Number	0
No data to displa		~	.,,-						
Page 1 (O o	f 0 items) K	< 1 → >	I						

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

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

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

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

ustomer Id			D	ocument Id		
001044						
ocument Type			D	ocument Code		
Letter of Cred	lit	•		Insurance Policy	•	
Fetch						
Link Document <sup>©</sup>	Document Id	Customer Id	Document Type	Document Code	Upload Date 🗘	Reference 🗘
Link	616	001044	fdff	INSURANCE	December 6, 2023	PK2ELCU000003399
Link	116	001044		INSURANCE	November 3, 2023	PK2ILCD000001238
Link	144	001044		INSURANCE	November 6, 2023	PK2IILD000001312
Link	162	001044		INSURANCE	November 9, 2023	PK2ELCC000001424
Link	684	001044	CVCVC	INSURANCE	December 11, 2023	PK2IELD000004034

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

6. Click Edit icon to edit the documents.

The Edit Document screen is displayed.

Document Id	Document Title				
2464	ddf				
Application Reference Number	Entity Reference Number				
PK2ILCI000053389	PK2ILCI000053389				
Document Type Id	Document Description				
TFPM_DOCTYPE001	dfdfdf				
Remarks	Document Expiry Date				
ffdfd	Ē				
Drop files here	e or click to select				

1

## 2.3 Data Enrichment

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

On successful completion of Registration of an Import LC internal amendment, the task moves to Data Enrichment stage. As part of Data Enrichment, user can enter/update basic details of the amendment request and can verify if the request can be progressed further. **Non-Online Channel** - Internal LC Amendment request that were received at the desk will move to Data Enrichment stage post successful Registration. The transaction will have the details entered during the Registration stage.

**Online Channel** - Requests that are received via SWIFT (MT730) are available directly for further processing in OBTFPM from Data Enrichment stage and relevant data should be auto populated.

For MT 730, system should validate the incoming MT 730 based on Related Reference field to identify whether it is Acknowledgment for Import LC or Export LC. If the MT 730 is for Import LC, system should process the MT 730 under Internal Amendment to Import LC.

#### Note:

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

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

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

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

Menu Item Search Q				200						
	Fre	e Tasks								
< Tasks	C	Refresh	°,* Acqu	uire B	Flow Diagram					
		Acquire	and Edit	Priority	Proces	s Name 🗘	Process Reference Number 0	Application Number 0	Stage 0	Application Dat
		Acquire	and Edit	Medium	Import LC	Internal Am	PK2ILCI000063216	PK2ILCI000063216	DataEnrichment	22-04-20
		Acquire	and Edit	High	Import LC	issuance	PK2ILCI000051404	PK2ILCI000051404	Handoff RetryTask	22-04-20
Free Tasks		Acquire	and Edit	Medium	Import LC	Issuance	PK2ILCI000004849	PK2ILCI000004849	DataEnrichment	22-04-20
		Acquire	and Edit	High	Import LC	Issuance	PK2ILCI000062659	PK2ILCI000062659	Approval Task Level 1	22-04-20
My Tasks		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063178	PK2CGRM000063178	Handoff RetryTask	22-04-20
Other User tasks		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063173	PK2CGRM000063173	Handoff RetryTask	22-04-20
Search		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063171	PK2CGRM000063171	Handoff RetryTask	22-04-20
SubProcess Tasks		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063170	PK2CGRM000063170	Handoff RetryTask	22-04-20
Supervisor Tasks		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063169	PK2CGRM000063169	Handoff RetryTask	22-04-20
supervisor rasks		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063167	PK2CGRM000063167	Handoff RetryTask	22-04-20
		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063163	PK2CGRM000063163	Handoff RetryTask	22-04-20
		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063161	PK2CGRM000063161	Handoff RetryTask	22-04-20
		Acquire	and Edit	Medium	Common	Group Mess	PK2CGRM000063150	PK2CGRM000063150	Handoff RetryTask	22-04-20



The Free Tasks 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 scrutinize the registered task.

Menu Item Search	₹ Му	Tasks						
K Tasks	0	Refresh	Release	Escalate 2 De	legate 😫 Flow Diagram			
		Edit	Priority 🗘	Process Name 0	Process Reference Number 0	Application Number 0	Stage 🗘	Application Date 🗘
		Edit	Medium	Import LC Internal Am	PK2ILCI000063216	PK2ILCI000063216	DataEnrichment	22-04-20
		Edit	Medium	Import LC Internal Am	PK2ILCI000053564	PK2ILCI000053564	Approval Task Level 1	22-04-20
		Edit	Medium	Import LC Amendmen	PK2IILM000061842	PK2IILM000061842	DataEnrichment	22-04-20
		Edit	Medium	Export LC Advise Islamic	PK2IELA000008146	PK2IELA000008146	Reject Approval	22-04-20
My Tasks		Edit	Medium	Import LC Issuance Isl	PK2IILI000002656	PK2IILI000002656	DataEnrichment	22-04-20
		Edit	High	Import LC Issuance	PK2ILCI000063110	PK2ILCI000063110	DataEnrichment	22-04-20
		Edit	High	Import LC Issuance	PK2ILCI000063113	PK2ILCI000063113	Registration	22-04-20
SubProcess Tasks		Edit	Medium	Export LC Advise	PK2ELCA000062384	PK2ELCA000062384	DataEnrichment	22-04-20
Supervisor Tasks		Edit	Medium	Export LC Advise	PK2ELCA000062994	PK2ELCA000062994	DataEnrichment	22-04-20
		Edit	Medium	Export LC Advise	PK2ELCA000062968	PK2ELCA000062968	DataEnrichment	22-04-20
		Edit	Medium	Export LC Advise	PK2ELCA000062993	PK2ELCA000062993	DataEnrichment	22-04-20
		Edit	Medium	Export LC Advise	PK2ELCA000063026	PK2ELCA000063026	DataEnrichment	22-04-20
		Edit	Medium	Export LC Advise	PK2ELCA000062969	PK2ELCA000062969	DataEnrichment	22-04-20

Figure 2-6 My Tasks

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

• Main Details

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

- Acknowledgement Details This topic provides the systematic instructions to capture the acknowledgement details.
- Additional Fields This topic provides the systematic instructions to capture the additional fields.
- Advices This topic provides the systematic instructions to capture the advices details.
- Additional Details This topic provides the systematic instructions to capture the additional details.
- Settlement Details
   This topic provides the systematic instructions to capture the settlement details of import
   LC Internal amendment request.
- Summary

This topic provides the systematic instructions to view the summary of **Import LC Internal Amendment** request.



### 2.3.1 Main Details

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

Main details section has two sub section as follows:

- Application Details
- LC Amendment Details.

#### **Application Details**

All fields displayed under main details section, would be read only except the **Priority**. For more information on the fields, refer **Application Details** of **Registration** stage .

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

mport LC Interna	l Amendmer	nt DataEnrichme	nt ::	Clar	fication Details	Documents	Remarks	Overrides	Custor	ner Instruction	
Application No:- P	K2ILCI0000	53564			Common	Group Messages	Incoming Me	ssage	View LC	Signatures	
Main Details	Main Detai	ls									Screen
Acknowledgement Details	✓ Application	Details									
Additional Fields	20 - Documentary Credit Number		Received From Applicant Bank		Received Fr	Received From - Customer ID		Rece	Received From - Customer Name		
Advices	ILUN221100045176		Applicant		001044		G	GOODCARE PLC			
Additional Details	20 - Documentary	Credit Number	Branch		Process Ref	Process Reference Number		Prior	ity		
Settlement Details	ILUN221100045176		PK2-Oracle Banking Trade Fina 📼		PK2ILCI000053564		м	Medium			
Summary	Submission Mode		Amendment Date	User Refere	User Reference Number		Cust	Customer Reference Number			
	Desk		April 20, 2022	i	ILUN221	00045176					
	56A - Advising Bar 001204 31D - Date of Expir	PK2WALKII	40A - Form of Documentary Credit IRREVOCABLE 31D - Place of Expiry Uae		30 - Date of Issue April 20, 2022		40C - Applicable Rules UCPURR LATEST VERSION 50 - Applicant		•		
	July 19, 2022	ý 👘			SIA - Applic		D		)1044	GOODCA	
							LO				
	59A - Beneficiary M		Accountee			ncy Code, Amount		39A	- Percentage	Credit Amount To	blerance
	001043	MARKS AN D		[]	GBP		£10,000.00			_/	
	LC Outstanding An	nount	Limits/Collateral Requ	uired	39C - Additi	39C - Additional Amount Covered			Auto Close		
	GBP • £10,000.00										
	Closure Date										

#### Figure 2-7 Data Enrichment - Main Details

#### Table 2-6 Data Enrichment - Main Details - Application Details - Field Description

Field	Description
Documentary Credit Number	Non Online: Ready only defaults from Registration stage. Online: Read only. Received from the online request/ Incoming MT730.
Received from Applicant Bank	Read only field. Value will be defaulted as available in LC.



Field	Description
Received From - Customer	Read only field.
	Customer ID will be auto-populated based on the selected LC from the lookup in Registration stage.
Received From - Customer	Read only field.
Name	Customer name will be defaulted as available in LC.
Documentary Credit Number	Non Online: Ready only defaults from Registration stage. Online: Read only.
	Received from the online request/ Incoming MT730.
Branch	Read only field.
	Branch details will be auto-populated based on the selected LC from the lookup.
Process Reference	Read only field.
Number	Unique OBTFPM task reference number for the transaction. This is auto generated by the system based on process name and branch code.
Priority	<ul> <li>Priority is defaulted from Registration stage as:</li> <li>Essential</li> <li>Critical</li> <li>Low</li> <li>Medium</li> <li>High</li> <li>If priority is not maintained for the customer, system will populate 'Medium' as the default priority.</li> <li>User can change the priority populated any time before submit of Registration stage.</li> </ul>
Submission Mode	Read only field. The submission mode of Import LC linternal Amendment request. By default the submission mode will have the value as 'Desk' for transactions created via registration.
Amendment Date	Read only field. The application displays the branch's current date by default. User cannot change the date to a back date or future date.
User Reference Number	Read only field. User Reference Number will be auto populated by the system based on selected LC.
Customer Reference Number	Read only field. This field displays the unique Customer Reference Number for the amendment.

## Table 2-6(Cont.) Data Enrichment - Main Details - Application Details - FieldDescription

#### LC Amendment Details

The fields listed under this section are read only fields.



Main Details	✓ LC Amende	ment Details									
Acknowledgement Details	Revolving		LC Type		Product Code		Product Description				
Additional Fields			Sight	-	ILSN		Import LC Sight Non Revolving				
Advices	56A - Advising Bank		40A - Form of Documentary Credit		30 - Date of Issue		40C - Applicable Rules				
Additional Details	001041 WELLS FAF		IRREVOCABLE		April 20, 2022		UCP LATEST VERSION				
Settlement Details	31D - Date of Expiry		31D - Place of Expiry		51A - Applicant Bank		50 - Applicant				
Summary	December 28, 2	2022		NEW YORK				D	001044	GOODCARI	D
	59A - Beneficiary Name		Accountee		32B - Currency Code, Amount		39A - Percentage Credit Amount Tolerance				
	001043	MARKS AN	D		D	GBP	-	£100.00		/	
	LC Outstanding A	mount		Limits/Collateral Required		39C - Additional Amount Covered			Auto Close		
	GBP 👻										
	Closure Date										

## Table 2-7Data Enrichment - Main Details - LC Amendment Details - FieldDescription

Field	Description
Revolving	Read only field. This field displays the value used for 'Revolving' as per the latest LC details.
LC Туре	Read only field. This field displays the value used for LC type as per the latest LC amendment details.
Product Code	Read only field. This field displays the description of the product used during Issuance of the selected LC.
Product Description	Read only field. This field displays the description of the product as in Import LC Issuance.
Advising Bank	Read only field. This field displays the advising bank as per the latest LC amendment details.
Form of Documentary Credit	Read only field. This field displays the form of documentary credit details as per the value available in LC record.
Date of Issue	Read only field. This field displays the LC issuance date.
Applicable Rules	Read only field. This field displays the applicable rule as per the latest LC amendment details.
Date of Expiry	Read only field. This field displays the expiry date as per the latest LC amendment details.
Place of Expiry	Read only field. This field displays the place of expiry as per the latest LC amendment details.



Field	Description
Applicant Bank	Read only field.
	This field displays the applicant bank details as per the latest LC details.
Applicant	Read only field. This field displays the applicant details as per the latest LC details.
Beneficiary Name	Read only field. This field displays the beneficiary as per the latest LC amendment details.
Accountee	Read only field. This field displays the accountee details as per the latest LC details.
Currency Code, Amount	Read only field. This field displays the currency code/ LC Amount as per the latest LC amendment details.
Percentage Credit Amount Tolerance	Read only field. This field displays the percentage credit amount tolerance details as per the latest LC amendment details.
LC Outstanding Amount	Read only field. This field displays the Outstanding LC Amount as per the latest LC amendment details.
Limits/Collateral Required	Switch to , to enable limit check during the process flow of this request.
	Switch to disable limit check during the process flow of this request.
Additional Amount Covered	Read only field. This field displays the details of additional amount covered as per the latest LC amendment details.
Auto Close	Switch to , if Auto close is required for that transactions.
	witch to , if Auto close is not required for that transactions.
Closure Date	Read only field. System default the "Closure Date" value from the previous version of the contract.
	If the system defaulted value for <b>Auto Close</b> is <b>Yes</b> , then <b>Closure</b> <b>Date</b> field will be a display only field and user is not allowed to edit the same.
	If the system defaulted value for <b>Auto Close</b> is <b>No</b> , then user can edit the <b>Closure Date</b> field by enabling the <b>Auto Close</b> toggle as <b>Yes</b> .
	User can provide the value in this field, if <b>Auto Close</b> is enabled as a part of this internal amendment.

Table 2-7 (Cont.) Data Enrichment - Main Details - LC Amendment Details - FieldDescription

	t Trail Details	Branch Code	Initiated Date		
PK2ILCI000		PK2	4/20/2022	ADMIN01	
	1005004	FINZ	4/20/2022	ADMINUT	
rocess Name					
Import LC I	nternal Amendment				
S.No ≎	Stage Name 🗘	Pickup Time 🗘	Completed Time 🗘	Completed By $\ \ \Diamond$	Outcome 🗘
1	Registration	Tue, 26 Nov 2024 06:05:29 GMT	Tue, 26 Nov 2024 07:16:15 GMT	ADMIN01	PROCEED

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

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

Table 2-8Audit - Field Description

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

2. Click Next.

The task will move to next data segment.

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'.



Field	Description
Documents	Click to View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the LC internal amendment. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the various overrides that have been generated and accepted.
Customer Instructions	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM use can input any Customer Instructions received as part of transaction processing. This section will be enabled only for</li> </ul>
Common Group Message	customer initiated transactions. Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 messages from within the task.
Incoming Message	This button displays the multiple messages (MT760 + up to 7 MT767 In case of MT798, the User can click and view the MT798 message(770,700/701).
View LC	Click to view the details of the LC.
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
Request Clarification	signatures. Submit the request for clarification to the "Trade Finance Portal" for
	the transactions initiated offline.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in thi stage are not saved. The task will be available in 'My Task' queue.
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 2-9 (Cont.) Main Details - Action Buttons - Field Description



Field	Description			
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.			
	Reject Codes are:			
	R1- Documents missing			
	R2- Signature Missing			
	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:			
	R1- Documents missing			
	R2- Signature Missing			
	R3- Input Error			
	R4- Insufficient Balance/Limits			
	R5 - Others			
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.			

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

### 2.3.2 Acknowledgement Details

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

User can scrutinize the incoming MT730 details of an Internal LC amendment request for the different fields under the respective data segments.

At this stage the incoming MT730 details are auto populated. If required, the MT 730 details can also be entered by the user.

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



Import LC Internal Amendment DataEnrichment ::			Clarific	cation Details	Documents	Remarks	Overrides	Custor	mer Instruction			
pplication No:- Pl	<21LC1000	0535	564			Common	Group Messages	Incoming	Message	View LC	Signatures	· ''
Main Details	Acknowle	edgen	nent Details									Scre
Acknowledgement Details	∽ MT730-	Ackno	wledgement Rec	eived								
Additional Fields	Advising Bank	Referen	ce	25 Account Identification		30 Date of	Acknowledgemen		32a	Amount of	Charges	
Advices				PK1002810921884	Q	April 20,	2022	Ē	G	BP •	•	£100.00
Additional Details	57a - Account with Bank		71 D Charges		72-Sender	to Receiver Inform	ation	79Z	Narrative			
ettlement Details	8512959	Q	CIF1017627.			SND2RI	ECMT730	Q	7	7NARRATI	VE	Q
ummary						D				1		
						LØ				0		

Figure 2-9 Acknowledgement Details

As part of amendment, user can change the values available in the fields based on the description in the following table.

Field	Description
MT730- Acknowledgement Received	Specify the MT730- Acknowledgement Received details based on the description of following table:
Advising Bank Reference	Specify the advising bank reference details, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. Details received from the online request/ Incoming MT730 will get auto populated.
Account Identification	Specify or click <b>Search</b> to search and select the account identification details.
Date of Acknowledgement	Select the date of acknowledgement, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. Details received from the online request/ Incoming MT730 will get auto populated.
Amount of Charges	Specify the amount of charges and select the currency code, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. System defaults the amount of charge from the incoming MT730 received.
Account with Bank	Specify the account with bank details, or click <b>Search</b> to search and select the account with bank details, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. System defaults the account with bank details from the incoming MT730 received.
Charges	Specify the charge details, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. System defaults the charges from the incoming MT730 received. User can manually enter the details if not processed as STP.
Sender to Receiver Information	Specify the sender to receiver information, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. System defaults the sender to receiver information from the incoming MT730 received

Table 2-10 Acknowledgement Details



Table 2-10	(Cont.) Acknowledgement Details
------------	---------------------------------

Field	Description
Narrative	Specify the narrative, in case of <b>Non Online</b> channel. This field is read only, in case of <b>Online</b> channel. System defaults the Narrative from the incoming MT730 received.

#### 2. Click Next.

The task will move to next data segment.

Table 2-11	Acknowledgement Details - Action Buttons - Field Description
------------	--

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
Documents	Click to View/Upload the required document.
	Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.
	When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
Remarks	Specify any additional information regarding the LC internal amendment. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the various overrides that have been generated and accepted.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of</li> </ul>
	transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Message	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).
View LC	Click to view the details of the LC.

Field	Description		
Signatures	<ul> <li>Click the Signature button to verify the signature of the customer/ bank if required.</li> <li>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.</li> <li>If more than one signature is available, system should display all the signatures.</li> </ul>		
Request Clarification	Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline.		
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.		
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.		
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	<ul> <li>On click of Reject, user must select a Reject Reason from a list displayed by the system.</li> <li>Reject Codes are: <ul> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> </li> <li>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</li> </ul>		
Refer	<ul> <li>Select a Refer Reason from the values displayed by the system.</li> <li>Refer Codes are: <ul> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> </li> </ul>		
Back	On click Back, user navigates to previous step.		
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.		

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


# 2.3.3 Additional Fields

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

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

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

Import LC Internal Amendment DataEnrichment :: Application Clarification Details Documents Remarks Overrides Customer Instruction Common Group Messages ;; × No:- PK2ILCI000053564 Incoming Message View LC Signatures Main Details Additional Fields Screen(3/7) Acknowledgement Det Advices Additional Details Settlement Details Summary Audit Request Clarification Reject Refer Hold Cancel Save & Close Back Next

Figure 2-10 Additional Fields

2. Click Next.

The task will move to next data segment.

Table 2-12	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 LC internal amendment. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.



Field	Description
Overrides	Click to view the various overrides that have been generated and accepted.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).
View LC	Click to view the details of the LC.
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	Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
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.
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> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>
	Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

	Table 2-12	(Cont.) Additional Fields - Action Buttons - Field Description
--	------------	--



Field	Description	
Refer	Select a Refer Reason from the values displayed by the system.	
	Refer Codes are:	
	R1- Documents missing	
	R2- Signature Missing	
	R3- Input Error	
	R4- Insufficient Balance/Limits	
	R5 - Others	
Back	On click Back, user navigates to previous step.	
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

#### Table 2-12 (Cont.) Additional Fields - Action Buttons - Field Description

# 2.3.4 Advices

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

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

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

Main Details	Advices			Screen
Acknowledgement Det	Advice : LC_AMND_INSTR	Advice : AMD_IMP_CR	Advice : LC_ACK_AMND	
Additional Fields				
Advices	Advice Name : LC_AMND_INSTR Advice Party : ABK Party Name :	Advice Name : AMD_IMP_CR Advice Party : APP Party Name :	Advice Name : LC_ACK_AMND Advice Party : APP Party Name :	
Additional Details	Suppress Advice : YES	Suppress Advice : YES	Suppress Advice : YES	
Settlement Details				
Summary		<u> </u>		
	Advice : LC_AM_INST_COPY	Advice : LC_CASH_COL_ADV	Advice : TRADE_ENVELOPE	
	Advice Name : LC_AM_INST_COPY Advice Party Ame : Party Name : Suppress Advice : YES	Advice Name :LC_CASH_COL_ADV Advice Party : APP Party Name : Suppress Advice :YES	Advice Name : TRADE_ENVELOPE Advice Party : APP Party Name : Suppress Advice : NO	
	Advice : LC_AMD_AUTH_REB	Advice : LC_AUTH_REIMB		
	Advice Name :LC_AMD_AUTH_REB Advice Party : REB Party Name : Suppress Advice :YES	Advice Name : LC_AUTH_REIMB Advice Party : REB Party Name : Suppress Advice : YES		

Figure 2-11 Advices

#### **Advice Details**

<ul> <li>Advice Detail</li> <li>uppress Advice</li> </ul>	ils	Advice Name	Medium	Advice	Party
		LC_AMND_INSTR		▼ ABK	
arty ID		Party Name			
001204		ABC BANK			
FFT Code	FFT Descriptio	'n			Action 🗘
	TTT Descriptio				
FREEVP	TESTING FF	τ 			∕□
<ul> <li>Instructions</li> </ul>					
<ul> <li>Instructions</li> <li>Instruction Code</li> </ul>		Instruction Description		Edit 0	Action $\diamond$

#### Table 2-13 Advices Details

Field	Deacription
Suppress Advice	Switch to , to suppress the advice. Switch to , if suppress advice is not required.
Advice Name	Read only field. Displays the advice name.
Medium	This field diaplays the medium of advices defaulted from the system. User can update if required.
Advice Party	Read only field. Displays the advice party, defaulted from the Internal LC amendment.
Party ID	Read only field. Displays the party Id defaulted from the Internal LC amendment.
Party Name	Read only field. Displays the party name defaulted from the Internal LC amendment.
Free Format Text	Specify the free format text based on the following table.
FTT Code	Click Search to search and select the FFT code as a part of free text.
FFT Description	Read only field. This field displys the FFT description based on the FFT code selected.
	Click edit icon to edit the existing FFT description.



Field	Deacription	
Action	Click Edit icon to edit the FFT code.	
	Click Delete icon to delete the FFT code.	
Instruction Details	Specify the instrunction details based on the following table.	
Instruction Code	Click <b>Search</b> to search and select the instruction code as a part of free text.	
Instruction Description	This field displys the instruction description based on the instruction code selected. User can edit the instruction description.	
	Click edit icon to edit the existing instruction description.	
Action	Click Edit icon to edit the instruction code.	
	Click Delete icon to delete the instruction code.	

Table 2-13 (Cont.) Advices Details

2. Click Next.

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

<b>Table 2-14</b>	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	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 Import LC Internal Amendment - Islamic. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.



Field	Description
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user</li> </ul>
	can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).
View LC	Click to view the details of the LC.
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	Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
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.
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.
	<ul> <li>Reject Codes are:</li> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> <li>Select a Reject code and give a Reject Description.</li> </ul>
	This reject reason will be available in the remarks window throughout the process.

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

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are:
	<ul> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>
Back	On click of Back, system moves the task back to previous data segment.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

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

# 2.3.5 Additional Details

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

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

Main Details	Additional Details							Screen(5/7
Acknowledgement Details								
· ·	Limits and Collaterals	Commission,Charges and Taxes	000	Preview Message	s	000		
Additional Fields	Contribution Currency: GBP	Charge : GBP 725.00		Language	:			
Advices	Amount to Earmark :2,000.00 Limit Status :Available	Commission : GBP 410.42 Tax : GBP 9.75		Preview Advice	:			
Additional Details	Collateral Currency : GBP Collateral Contributior: 2000	Block Status : Not Initiated						
Settlement Details	Collateral Status : Not Verified Deposit Linkage Curre:							
Summary	Deposit Linkage Amo:		)					
	Insurance Details	Linked Loan Details	000	FX Details		000		
	Company : Insured Amount :	Loan Account : Loan Currency :		FX Reference Number Contract Currency				
	Expiry Date :	Loan Amount :		FX Linked Amount				

Figure 2-12 Additional Details

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

#### Limits and Collaterals

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

In case multiple Lines are applicable, Limit Earmark Reference for all lines to be passed to the back office. Provide the Limit Details based on the description in the following table.

ustomer ≎	Linkage Type ≎	Liability Number	Line Id/Linkage Ref No	Line Serial ≎	Contrib %		ontributior Currency	°≎ ti	umount o ≎ armark			Response Me	ssage	0	View	
01044	Facility	001044	001044_GB	1	80	G	BP	8	000	Ava	lable	Balance ava	ilable	of GBP 999876340290	7 0010	)44
ash Collater Ilateral Percent	age			Collateral C					E	Exchange	Rate					
0.0		~ ^		GBP	•	£	0.00			1.0						
equence lumber 0	Settlement Account Currency	Settlement Account	≎ Exchange Rate	Colla Split	teral %≎	Contribution Amount	Am	ount in ount	<ul> <li>Accou</li> <li>Balanc</li> <li>Check</li> </ul>	e 0	Response M	fessage ≎				
		PK20010440	0017 1	100			0				The amou	nt block can b	e per	formed as the account	nas suffi	cie
			-													+
' Deposit Li	nkage Details															
<sup>7</sup> Deposit Li Deposit Account	-	Deposit Currency	≎ Deposit M Date	<sup>aturity</sup> ≎	Transact Currency			Available In ion Currenc			kage Amounti rency)	(Transaction	¢	Edit	Delete	

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

#### Figure 2-13 Limit Details

Figure 2-14 Collateral Details

fotal Collateral Amount	Collateral Amount to be Collected	
£2,000.00	£	0.00
Collateral Amount to be Released	New Collateral Amount	
Sequence Number	Collateral Split %	
2.0	56.0 🗸	^
Collateral Contribution Amount	Settlement Account	
£1,120.00	PK20010440017	Q

**ORACLE**<sup>°</sup>

Settlement Account Currency Exchange Rate

Customer Id		Deposit Account	
001044	Q	PK2CDP1221100004	Q
Deposit Branch		Deposit Available Amoun	t
PK2		GBP 👻	£50,150.24
Deposit Maturity Date		Exchange Rate	
April 20, 2023		1	
Deposit Available In Transacti	on Currency	Linkage Percentage %	
GBP 🔻	50,150.24	67.0	~ ^
inkage Amount(Transaction	Currency)		
GBP 💌	£6,700.00		

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

Table 2-15 Limit Details - Field Description

Field	Description
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. The user can change the Customer ID.
Linkage Type	Select the linkage type. Linkage type can be: • Facility • Liability By default Linkage Type should be "Facility".

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

## Table 2-15 (Cont.) Limit Details - Field Description



Field	Description
Limit Check Response	Read only field.This field displays the limit check response. Response can be 'Success' or 'Limit not Available' based on the limit service call response.
	The value in this field appears, if you click the <b>Verify</b> button.
Amount to Earmark	This field defaults the amount to earmark. Contribution amount will default based on the contribution %.
	User can change the value.
Expiry Date	Read only field. This field displays the date up to which the Line is valid.
Limit Available Amount	Read only field. This field displays the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount.
	The value in this field appears, if you click the <b>Verify</b> button.
Response Message	Read only field. This field displays the detailed response message. The value in this field appears, if you click the <b>Verify</b> button.
ELCM Reference Number	Read only field. This field displays the ELCM reference number.
Limit Details grid	Below fields appear in the <b>Limit Details</b> grid along with the above fields.
Line Serial	Displays the serial of the various lines available and mapped under the customer id.
Edit	Click the link to edit the Limit Details.
Cash Collateral Details	Specify the Collateral details based on the description of following table:
Collateral Percentage	System populates the Collateral % maintained in the Customer / Product for the counter party of the contract. User can modify the collateral percentage.
	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.
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. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.
Collateral Details	Below fields are displayed on the <b>Collateral Details</b> pop-up screen, if the user clicks plus icon.
Total Collateral Amount	Read only field. This field displays the total collateral amount provided by the user.
Collateral Amount to be Collected	Read only field. This field displays the collateral amount yet to be collected as part of the collateral split.

Table 2-15 (Cont.) Limit Details - Field Description



Field	Description
Sequence Number	Read only field. The sequence number is auto populated with the value, generated by the system.
Collateral Split %	Specify the collateral split% to be collected against the selected settlement account.
Collateral Contribution Amount	Specify the collateral amount to be collected against the selected settlement account. User can either provide the collateral % where the collateral amount will be auto populated or modifying the collateral amount will auto correct the collateral %.
Settlement Account	Click <b>Search</b> to search and select the settlement account for the collateral.
Settlement Account Currency	Read only field. This field displays the settlement account currency defaulted by the system.
Exchange Rate	Read only field. This field displays the exchange rate, if the settlement account currency is different from the collateral currency.
Contribution Amount in Account Currency	Read only field. This field displays the contribution amount in the settlement account currency as defaulted by the system.
Account Available Amount	Read only field. System populates the account available amount on clicking the <b>Verify</b> button.
Response	Read only field. System populates the response on clicking the <b>Verify</b> button.
Response Message	Read only field. System populates the response message on clicking the <b>Verify</b> button.
Verify	Click to verify the account balance of the Settlement Account.
Save	Click to to save and close the record.
Close	Click to cancel the entry.
Cash Collateral Details grid	Below fields appear in the along with the above fields.
Contribution Amount	This field displays the collateral contribution amount. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
Account Balance Check Response	This field displays the account balance check response.
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.

Field	Description
Deposit Linkage Details	Specify the deposit linkage details based on the description of following table: 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.
Deposit Linkage Details pop-up screen	Click plus icon to add new deposit linkage details. Below fields are displayed on the <b>Deposit Linkage Details</b> pop-up screen, if the user clicks plus icon.
Customer Id	This field displays the defaulted from the application. The user can change the Customer ID.
Deposit Account	Click <b>Search</b> to search and select deposit for linkage from the list of all the customer Deposits.
	All the Deposits of the customer should be listed in the LOV search. User should be able to select the deposit for linkage.
Deposit Branch	Read only field. This field displays the deposit branch which will be auto-populated based on the deposit account selection.
Deposit Available Amount	Read only field. This field displays the deposit available amount and currency which will be auto-populated based on the deposit account selection.
Deposit Maturity Date	Read only field. This field displays the maturity date of deposit based on the deposit account selection.
Exchange Rate	Read only field. 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	Read only field. This field displays the deposit amount available, after exchange rate conversion, if applicable.
Linkage Percentage %	Specify the value for linkage percentage.
Linkage Amount (Transaction Currency)	This field displays the transaction amount, user can change the value.
	System validates the linking amount with available Deposit balance and should not allow to link more than the available amount.
Deposit Details grid	Below fields appear in the <b>Deposit Details</b> grid along with the above fields.
Deposit Currency	This field displays the deposit currency.
Transaction Currency	This field displays the transaction currency.
Edit	Click edit link to edit the deposit linkage details.

#### Table 2-15 (Cont.) Limit Details - Field Description

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

## **Charge Details**

This section displays charge details, commission and tax components mapped to the product from the back office system. 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.

Recalculate	Re-default																
' Commissio	on Details																
Component	Rate		Mod. Rat	e	Currency		Amo	ount	Modified	Defer	Waive	Charge F	arty		Settl. Account	٥	Amendable
AILUN_COM2	1.25				GBP		£	10.42				GOOD	CARE P	LC			Yes
AILUN_COMM	1				GBP		£40	00.00				GOOD	CARE F	LC			Yes
age 1 of	1 (1-2 c	of 2 items)	< ( 1	→ >													
Charge De	tails																
Component		Tag currency		Tag Amount		Curren	cy	A	mount	Modified	Billing	Defer	Waive	Charge Pa	arty		Settlement Account
CHGTRAMNE	)	GBP		0		GBP		£	100.00					Domes	tic Export	Sight	152110003
LCAMDDEFE	2	GBP		0		USD			\$50.00					Domes	tic Export	Sight	152110003
LCCOURAMND GBP			0	GBP			ł	£175.00		GOODCARE PLC		PK20010440017					
Page 1 of	1 (1-5 c	of 5 items)	< ( 1	→ >													
' Tax Details	;																
Component		Ţ	/pe ≎				Value Date 🗘		ссү				,	Amount	Billing	Defer	Settl. Account 🗘
LCTAC6		1	WITHHOLI	OLDING		Ŧ	April 20, 2022	2	GBP			£1.75			PK20010440017		
LCTAX1		WITHHOLD	DING -		April 20, 2022	2	GBP			£8.00			PK20010440017				

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

 Table 2-16
 Charge Details - Field Description

Field	Description
Commission Details	This section displays the commission details. By default, all the charges, commission and margin are collected from the counter-party.
Component	Displays the commission component. Click the link to view the component details.
Rate	Displays the rate that is defaulted from product. The commission rate, if available in Back Office defaults in OBTFPM. If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.
Mod. Rate	From the default value, if the rate is changed the value gets updated in this field. The user can change the value.
Currency	Displays the currency in which the commission have to be collected.



Field	Description
Amount	Displays the amount that is maintained under the product code. The commission rate, if available in Back Office defaults in OBTFPM The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPM.
	If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank an the user cannot modify the Rate field.
Modified	From the default value, if the amount is changed, the value gets updated in the modified amount field.
Defer	Switch to for charges/commissions has to be deferred and collected at any future step.
Waive	Switch to to waive the charges/commissions. Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.
	If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.
Charge Party	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
Settl. Account	The settlement account.
Amendable	Displays if the field is amendable or not.
Charge Details	This section displays the charge details.
Component	Displays the charge component type.
Tag Currency	Displays the tag currency in which the charges have to be collected.
Tag Amount	Displays the tag amount that is maintained under the product code.
Currency	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	Switch to to make the details available for billing engine for further processing, if charges are handled by separate billing engine On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically enabled in OBTFPM.
	The user can not enable/disable the option, if it is de-selected by default.
	This field is disabled, if 'Defer' toggle is enabled.

# Table 2-16 (Cont.) Charge Details - Field Description



Field	Description
Defer	Switch to to defer the charges and collect at any future step On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM.
	The user can enable/disable the option the check box. On de- selection the user has to click on 'Recalculate' charges button for re- simulation.
Waive	Switch to to waive the charges. Based on the customer maintenance, the charges should be marked for Billing or for Defer. This field is disabled, if <b>Defer</b> toggle is enabled.
Charge Party	
Charge Party Settlement Account	Displays the charge party. By default the charge party is 'Applicant'. Click <b>Search</b> icon to search and select the settlement account.
Tax Details	This section displays the tax details. The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges commission will be available on click of Re-Calculate button or on hand off to back-end system.
Component	Displays the tax component.
Туре	Displays the type of tax component.
Value Date	Displays the value date of tax component.
Ссу	Displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
Amount	Displays the tax amount based on the percentage of commission maintained. The user can edit the tax amount, if applicable.
Billing	Switch to to make the details available for billing engine for further processing, if taxes are handled by separate billing engine. This field is disabled, if 'Defer' toggle is enabled.
Defer	Switch to Switch to defer the taxes and collect at any future step. Switch to if you do not want to defer the taxes. On disabling the user has to click on 'Recalculate' charges button for re-simulation.
Settl. Account	System defaults the settlement account. The user can modify the settlement account.

### Table 2-16 (Cont.) Charge Details - Field Description

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

#### **Preview Messages**

The draft LC message from the back office should be simulated and displayed in the Preview Message tile.

<ul> <li>Preview - SWIFT Message</li> </ul>		<ul> <li>Preview - Mail Adv</li> </ul>	vice	
anguage	Message Type	Language	Advice Type	
English v	798	▼ English	·	-
fessage Status	Repair Reason	Message Status	Repair Reason	
REPAIRED				
review Message		Preview Message		

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

 Table 2-17
 Preview Messages - Field Description

Field	Description
Preview SWIFT Message	This section displays the preview of SWIFT Messages fields.
Language	Read only field. English is set as default language for the preview.
Message Type	Select the message type.
Message Status	Read only field. Display the message status of draft message of internal amendment details.
Repair Reason	Read only field. Display the message repair reason of draft message of internal amendment details.
Preview Message	This field displays a preview of the draft message.
Preview Mail Advice	This section displays the preview of Mail Advice fields.
Language	Read only field. English is set as default language for the preview.
Advice Type	Select the advice type.
Message Status	Read only field. Display the message status of draft message of internal amendment details.
Repair Reason	Read only field. Display the message repair reason of draft message of internal amendment details.
Preview Message	This field displays a preview of the advice.
Draft Confirmation	This section displays the draft confirmation fields.
Draft Confirmation Required	Switch to , if draft confirmation is required.
Customer Response	Specify the response received from customer. If the response is received online, the response is auto populated in this field by the system.



Field	Description
Customer Remarks	Read only field. Display the remarks from the customer for the draft.
Response Date	Read only field. Display the customer response received date.
Customer Email ID 1	Click <b>Search</b> icon to search and select the Email ID from lookup. The user can select from the Customer Email Address field of the customer maintenance in Back Office and replicated in OBTFPM. By default this field is blank.

#### Table 2-17 (Cont.) Preview Messages - Field Description

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

#### **Insurance Details**

Provide the Insurance details based on the description in the following table.

Insurance Details					
<ul> <li>Insurance Company Details</li> </ul>					
Code	Company Name	Company Address			
COMP1 C	COMP1	No.12 DTR Street,			
~					
Policy Number	Open Policy	Cover Date	Expiry Date		
	۹ 🗖				
Insurance Amount	Utilized Amount				
*	~				
				Save & Close Ca	ancel

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

Field	Description
Code	Click Search icon to search and select insurance company code.
Company Name	This field displays the insurance company name as per the selected company code.
Company Address	This field displays the insurance company adress details as per the selected company code.
Policy Number	Click <b>Search</b> icon to search and select the policy number of the insurance.
Open Policy	Read only field. If enabled, this field denotes whether the policy is an open policy.
Cover Date	The cover date of the policy.
Expiry Date	The Expiry Date of the Policy. System displays an override if the policy is expired.
Insurance Amount	The insurance amount for the policy.
Utilized Amount	This field displays the utilized amount, if the policy is an Open Policy.

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

#### **Linked Loan Details**

The bank user can view the details of linked loan accounts.

Linked Loan Details						
Drawing Reference Number	Drawing Currency	Drawing Amount	Loan Account	Loan Currency	Loan Amount	
No data to display.						
					Canc	

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

Table 2-19 Linked Loan Details - Field Description

Field	Description
Linked Loan Details	
Drawing Reference Number	This field displays the drawing reference number of the linked loan account.
Drawing Currency	This field displays the drawing currency of the linked loan account.
Drawing Amount	This field displays the drawing amount of the linked loan account.
Loan Account	This field displays the loan account number.
Loan Currency	This field displays the currency of the loan account.
Loan Amount	This field displays the loan amount.

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

#### FX Linkage

Following are the conditions of FX Linkage:

- If any LC Amendment is pending for beneficiary confirmation with FX changes, then the system, will not allow another amendment on this contract further.
- FX request will be processed in external system, only after successful amendment confirmation has been done.
- Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.
- Delink of linked FX or Reduction of linked amount from the LC is allowed if the same is not attached to any Bills.
- Reduction of LC contract amount with FX, through LC amendment will be restricted, when the contract amount goes below the FX linkage amount. User will be intimated with the message.



FX Linkage → FX Linkage										×
TA EINAGE										+
FX Reference Number	Bought Currency	° s	SOLD Currency 🗘	Available Contract O Amount	Rate 0	Linked O Amount	Total Utilized Amount	FX Expiry Oate	Action	
000FNDF20076A9N9				£4,000.00	1.35	£4,000.00		March 19, 2020	/ 団	
Page 1 of 1 (1 of Average FX Rate	f 1 items)  <	•	1 → X						Save & Close C	Cancel

Figure 2-16 FX Linkage Details

FX Reference Number		Currency					
000FNDF20076A9N9	Q	USD					
Contract Amount		Available FX Contra	ct Amount				
USD 🔻	\$4,000.00	USD 🔻	\$4,000.0	00			
Linkage Amount		Rate					
USD 👻	\$4,000.00	1.35					
FX Amount in Local Currence	y	FX Expiry Date					
•	£2,962.96	March 19, 2020		i			
FX Delivery Period From		FX Delivery Period	То				
			Save & Close	Close			

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

## Table 2-20 FX Linkage - Field Description

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



Field	Description
FX Reference Number	<ul> <li>Click Search to search and select the FX contract reference number On select and save and close, system defaults the available amount bot currency, sold currency and rate. Forward FX Linkage available for selection at bill would be as follows,</li> <li>Counterparty of the FX contract should be the counterparty of the Bill contract.</li> <li>Active Forward FX transactions authorized not marked for auto liquidation.</li> </ul>
	Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.
Currency	Read only field. This field displays the FX SOLD currency from the linked FX contract.
Contract Amount	This field displays the FX SOLD currency and Amount. The user car change the currency.
Available FX Contract Amount	Read only field. This field displays the available FX contract amount.
	The value is from the "Available Amount" in FXDLINKG screen in OBTR.
	Available Amount SOLD currency and Amount is displayed.
Linkage Amount	System defaults the amount available for linkage. The Linkage amount should default the LC Contract Currency and allowed to change the linkage amount alone.
	The validation "Sum of Linked amount will not be greater than contract amount" or "Linkage amount will not be greater than the available amount for linkage" should be triggered on save of the FX linkage screen when trying to link the single FX or multiple FX.
Rate	Read only field. This field displays the rate at which the contract is booked.
FX Amount in Local Currency	Read only field. This field displays the FX amount in local currency. The value is defaulted as FX BOT currency and Amount from FXDTRONL
FX Expiry Date	Read only field. This field displays the expiry date from the linked FX contract.
FX Delivery Period - From	Read only field. This field displays the date from which the contract is valid for utilization.
FX Delivery Period - To	Read only field. This field displays the date to which the contract is valid for utilization
FX Linkage grid	Below fields appear in the FX linkage grid along with the above fields.
Bought Currency	Read only field. This field displays the currency from the linked FX contract.
Sold Currency	Read only field. This field displays the currency from the linked FX contract.
Available Contract Amount	Read only field. Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.

 Table 2-20
 (Cont.) FX Linkage - Field Description



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

Table 2-20 (Cont.) FX Linkage - Field Description

8. Click Next.

The task will move to next data segment.

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

Table 2-21 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 Import LC Internal Amendment. This information can be viewed by other users processing the request.
	Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.



Field	Description
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).
View LC	Click to view the details of the LC.
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	Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
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.
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	<ul> <li>On click of Reject, user must select a Reject Reason from a list displayed by the system.</li> <li>Reject Codes are: <ul> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> </li> <li>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</li> </ul>

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



Field	Description
Refer	<ul> <li>Select a Refer Reason from the values displayed by the system.</li> <li>Refer Codes are:</li> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> </ul>
	<ul><li>R4- Insufficient Balance/Limits</li><li>R5 - Others</li></ul>
Back	On click of Back, system moves the task back to previous data segment.
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

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

# 2.3.6 Settlement Details

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

1. On Settlement Details screen, specify the fields.

Import LC Internal Amendment DataEnrichment :: Application No:- PK2ILCI000053564					Clarification Details Doc				Customer In View LC Si	gnatures
) Main Details	Settlement Details						incoming in			Screen(6/
Acknowledgement Details	Current Event									
Additional Fields										
Advices	✓ Settlement Detai	ls								
Additional Details	Component ≎	Currency 🗘	Debit/Credit 🗘	Account \$	Account Descriptio	n ≎	Account Curren	cy≎ N	etting Indicator	Current Event 🗘
Settlement Details	AILUN_COM1_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	No
Summary	AILUN_COM2_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	No
	AILUN_COMM_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	No
	CHGTRAMND_LIQD	GBP	Debit	152110003	Domestic Export	Sight Bills Negotial	ed GBP	N	0	Yes
	COLLAMT_OS	GBP	Credit	PK20010440017	GOODCARE PLC		GBP	N	0	No
	COLLAMT_OSEQ	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	No
	COLL_AMNDAMT	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	Yes
	COLL_AMT	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	No
	COLL_AMTEQ	GBP	Debit	PK20010440017	GOODCARE PLC		GBP	N	0	No
	COLL_AMT_DECR	GBP	Credit	PK20010440017	GOODCARE PLC		GBP	N	0	Yes
	COLL AMT INCR	GBP	Debit	PK20010440017	GOODCARE PLC		GRP	N	0	Yes

Figure 2-17 Settlement Details

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

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.

## Table 2-22 Settlement Details – Field Description

2. Click Next.

The task will move to next data segment.

Table 2-23 Se	ttlement 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 Import LC Internal Amendment. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>



Field	Description				
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).				
View LC	Click to view the details of the LC.				
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	Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline.				
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.				
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.				
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> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>				
	Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.				
Refer	Select a Refer Reason from the values displayed by the system.				
	Refer Codes are:				
	<ul> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>				
Back	On click of Back, system moves the task back to previous data segment.				

Table 2-23	(Cont.) Settlement Details - Action Buttons - Field Description



Field	Description
Next	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

#### Table 2-23 (Cont.) Settlement Details - Action Buttons - Field Description

# 2.3.7 Summary

This topic provides the systematic instructions to view the summary of **Import LC Internal Amendment** request.

User can review the summary of details updated in Data Enrichment stage of **Import LC Internal 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.



ort LC Interna	l Amendment DataEnrichment :: Applica	tion	Clarification Det	tails Documents	Remarks	Overrides	Customer Instruction	Common Gr	oup Messages	;
PK2ILCI0000	63044						Incoming Message	View LC	Signatures	) 7
n Details	Summary									Scree
nowledgement Det										
tional Fields	Main Details	Acknowledgement Details Additional Fig					elds			
ces	Form of LC : IRREVOCABLE Submission Mode : Desk	Account Ide Acknowledg		: : 2022-04-20		Click here to vi fields	ew Additional :			
tional Details	Date of Issue : 2022-04-20 Date of Expiry : 2022-07-19	Amount Currency		: 100 : AED						
ement Details	Place of Expiry : MUMBAI	currency		. AED						
mary										
	Advices	Limits and	Collaterals			Commission	,Charges and Taxes			
	Advice 1 : LC_AMND_INST Advice 2 : AMD_IMP_CR	Contribution Amount to I				Charge Commission	: GBP 2: : GBP 4			
	Advice 3 : LC_AM_INST_C Advice 4 : LC_CASH_COL	Limit Status Collateral Ci		Not Verified		Tax Block Status	: GBP 1. : Not Ini	75		
	Advice 5 : TRADE_ENVELO	Collateral Co Collateral St	ontribution.			DIOCK STOTUS	. Not in	uuteu		
		Deposit Lini	atus kage Currency kage Amount							
	Preview Messages	Settlemen	t Details			Parties Deta	ils	2:500110111010		
	Language : ENG	Component		LCSWIFTAMN_L		Advising Bank	: RABO I	BANK		
	Preview Message :-	Account Nu Currency		: PK2001043001 : GBP		Beneficiary Applicant		CARE PLC S AND SP		
	Accounting Details	Insurance	Details			Linked Loan	Details	10111		
	Event : AMND AccountNumber : PK2001043001 Branch : PK2	Company Insured Am Expiry Date	ount			loanAcc Loan Currency Loan Amount				
	FX Details									
	Reference Number :									
	Linkage Amount : Contract Currency :									

#### Figure 2-18 Summary

Tiles Displayed in Summary

- Main Details User can view the application and LC details and modify the details if required.
- Acknowledgement Details User can view and modify the MT730 details, if required.
- Additional Fields User can view and modify the details of additional fields, if required.
- Advices User can view and modify the advice details, if required.
- Settlement Details User can view the settlement details.
- Limits and Collaterals User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes User can view and modify commission, charge and tax details, if required.
- Preview Messages User can preview the message (MT799) generated if any.
- Parties Details User can view and modify party details like beneficiary, advising bank etc., if required.
- Compliance Details User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details User can view the accounting entries generated in back office.



### Note:

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

- Insurance Details User can view and modify insurance details, if required.
- Linked Loan Details User can view the linked loan details.
- 2. Click Submit.

The task will move to next logical stage.

Table 2-24	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 Import LC Internal Amendment. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).
View LC	Click to view the details of the LC.



Field	Description
Field	Description
Signatures	Click the Signatures 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	Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
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.
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:
	R1- Documents missing
	<ul> <li>R2- Signature Missing</li> <li>R3- Input Error</li> </ul>
	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:
	R1- Documents missing
	R2- Signature Missing
	<ul> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> </ul>
	<ul> <li>R5 - Others</li> </ul>
Back	On click of Back, system moves the task back to previous data segment.
Submit	Task will get moved to next logical stage of Import LC issuance. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. n case of duplicate documents' system will terminate the process after handing off the details to back office.
Checklist	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

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



# 2.4 Multi Level Approval

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

The Approval user can approve the Transaction.

The Approval summary screen displays the summary tiles. The tiles displays a list of important fields with values. User must be able to drill down from summary Tiles into respective data segments to verify the details of all fields under the data segment.

- 1. Log in into OBTFPM application and on Home screen, click, Tasks.
- 2. Under Tasks, click Free Tasks.
- 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 gets displayed.



	₫/	View Signature		Documents
			J	Remarks
Currency				
GBP			•	$\oslash$
Contract Amo	ount			
GBP	•	£10,000	0.00	$\oslash$

For non online channel, 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.

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

- Currency
- 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.

Field	Description
View Signatures	Click the View Signatures 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	Click to View/Upload the required document.
Remarks	Specify any additional information regarding the internal LC amendment. This information can be viewed by other users processing the request.
Refer	Select a Refer Reason from the values displayed by the system. User will be able to refer the task back to the Data Enrichment user. Refer Codes are:
	R1- Documents missing
	R2- Signature Missing
	R3- Input Error
	R5 - Others
Close	Click Close to close the Import LC Internal Amendment Approval Rekey screen.
Proceed	Click to navigat to Approval Summary screen.

#### Table 2-25 Approval Re-Key - Action Buttons - Field Description

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

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

#### Note:

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

#### **Approval Summary**

mport LC Inter	nal Amendment Islan	nic Approval Task Lev	el 1 ::	Doc	uments	Remarks	Overrides	s Custon	ner Instruction	
Application No:- PK2IIIA000063679			Common Group	Common Group Messages Incoming Message Vi					11	
Main Details		Acknowledgement Det	tails	Additional	l Fields					
Form of LC Submission Mode Date of Issue Date of Expiry Place of Expiry	: IRREVOCABLE : Desk : 2022-04-20 : 2022-12-28 : NEW YORK	Account Identification Acknowledgement date Amount Currency	: : 2022-04-20 :100 : GBP	Click here to fields	o view Addit	tional :			ļ	
Advices		Settlement Details		Limits and	d Collatera	ls		1111111115557		
Advice 1 Advice 2 Advice 3 Advice 4 Advice 5	: LC_AMND_INST : LC_INSTRUMEN : AMD_IMP_CR : LC_ACK_AMND : LC_AM_INST_C	Component Account Number Currency	1	Contribution Amount to I Limit Status Collateral Cr Collateral St Deposit Lini Deposit Lini	Earmark s urrency ontribution. tatus kage Currer	: : :Not	t Verified t Verified			
Commission,Charges	and Taxes	Preview Messages		Insurance	Details			111111123999	na (	
Charge Commission Tax Block Status	: : : Not Initiated	Language Preview Message	:ENG :-	Company Insured Am Expiry Date		:				
Parties Details	Rommun 255 <i>54444444444444444444444444444444444</i>	Accounting Details	511 <i>11/261111/1/22</i> 555555988	Linked Lo	an Details			11		
Beneficiary Applicant Advising Bank	: MARKS AND SP : GOODCARE PLC : WELLS FARGO	Event AccountNumber Branch	: AMND : PK2001044001 : PK2	loanAcc Loan Currer Loan Amou		:				
Exception(Approval)		Fx Details								
Sanction PLEASE VISIT REMARKS FOR MORE DETAILS	: EXCEPTION : -	<ul> <li>Reference Number</li> <li>Linkage Amount</li> <li>Contract Currency</li> </ul>	:							

Tiles Displayed in Summary:

- Main Details User can view and modify details about application details and LC details, if required.
- Acknowledgement Details User can view and modify the MT730 details, if required.
- Additional Fields User can view the details of additional fields.
- Advices User can view the details of generated advices.
- Settlement Details User can view the settlement details.
- Limits and Collaterals User can view the limits and collateral details.
- Commission and Charges and Taxes User can view and modify the commission, charge and tax details, if required.
- Preview Messages User can view and modify preview details, if required.
- Insurance Details User can view the insurance details.



- Parties Details User can view and modify party details like beneficiary, advising bank etc., if required.
- Accounting Details User can view the accounting entries generated in back office.

### Note:

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

- Linked Loan Details User can view the linked loan details.
- Exception(Approval) User can view the approval details.
- FX Details User can view the FX details.

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

#### Table 2-26 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 Internal LC Amendment. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	<ul> <li>Click to view/ input the following</li> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
Common Group Messages	Click Common Group Message button, to send MT799, MT999, MT759 and MT79-1,2,5,6,798 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).
View LC	Click to view the details of the LC.



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

#### Table 2-26 (Cont.) Approval Summary - Action Buttons - Field Description

8. Click **Approve** to approve the transaction. The transaction is approved and handed off to the back end system for posting.

# Index

# А

Acknowledgement Details, 2-22 Acknowledgement Details - Action Buttons - Field Description, 2-22 Additional Details, 2-32 Additional Details - Action Buttons, 2-32 Additional Fields, 2-26 Additional Fields - Action Buttons, 2-26 Advices - Action Buttons - Field Description, 2-28 Application Details, 2-16 Approval Summary, 2-57 Approval Summary - Action Buttons, 2-57 Authorization Re-Key (Non-Online Channel, 2-57

# В

Benefits, 1-1

# С

Charge Details, 2-32 Commission Details, 2-32

# D

Data Enrichment, 2-14 Deposit Linkage Details, 2-32 Document Details, 2-28

# F

FX Details, 2-32

# L

Insurance Details, 2-32

# Κ

Key Features, 1-1

# L

LC Amendment Details, 2-2, 2-16 Limits and Collaterals, 2-32 Linked Loan Details, 2-32

# Μ

Main Details, 2-16 Main Details - Action Buttons, 2-16 Multi Level Approval, 2-57

# 0

Overview, 1-1

## Ρ

Preview Messages, 2-32

# R

Registration, 2-2 Registration - Action Buttons, 2-2 Registration - Application Details, 2-2

# S

Settlement Details, 2-50 Settlement Details - Action Buttons, 2-50 Summary, 2-53 Summary - Action Buttons, 2-53

## Т

Tax Details, 2-32

