Oracle FLEXCUBE Card Management User Manual Release 5.0.1.0.0 Part No E52128-01

ORACLE

FINANCIAL SERVICES



# Table of Contents (index)

1.1. CM08 - Card-Account Product Link Setup	3
1.2. CM02 - Blank Cards Request	7
1.3. CM06 - Blank Cards Inventory	
1.4. CM01 - Card Maintenance	6
1.5. CM09 - Card Maintenance	7
1.6. CMS01 - Card Maintenence	6
1.7. CM04 - Card Activation	4
1.8. CM03 - Card Status Change 4	
1.9. CM05 - Card Unblocking	2
1.10. CM10 - Card and Random Number Status Change 5	7
1.11. CM16 - Card Transaction Inquiry	2
1.12. CM15 - Card PIN Modification Reset	6
1.13. CM13 - Card - Multi Currency Account Linkage	9
1.14. CM14 - Card Type Master Maintenance7	3
1.15. CMM01 - Card- MCA Linkage Maintenance	
1.16. CM12 - Customer Card Maintenance	
1.17. CM07 - Card Master Setup	0



# 1.1. CM08 - Card-Account Product Link Setup

Using this option, the bank can link different account products to a card product. You can setup a card product using the **Card Master Setup** (Fast Path: CM07) option.

Once the card products are defined, that needs to be linked with the account products. After the accounts are opened under these products, the card details can be maintained using the **Card Maintenance** option. The account product which is attached to the card product can be either with the card facility or you can select the **ATM** check box in the **External Bank Facility** section in the **Account Details 2** tab in **Account Master Maintenance** (Fast Path:CH021) option

### **Definition Prerequisites**

- <u>CM07 Card Master Setup</u>
- Account Product Definition

### Modes Available

Add, Delete, Cancel, Authorize, Inquiry. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To link a card product to a account product

- 1. Type the fast path **CM08** and click **Go** or navigate through the menus to **Transaction Processing > Customer Transactions >** Card-Account Product Link Setup.
- 2. The system displays the Card-Account Product Link Setup screen.

#### Card-Account Product Link Setup



Card-Account Product	Link Setup								🇞 🛿 🗳
Card Product : 📃									
Account Product :									
Product Mapping									
Record Details									
Input By	Autho	orized By	La	st Mnt. Date		Last Mnt. Action		Authorize	d
C Add O Modify	O Delete	O Cancel	Amend	O Authorize	<li>Inquiry</li>		Ok	Close	Clear

Field Name	Description
Card Product	[Mandatory, Pick List]
	Select the card product from the pick list.
	Select the card product which has to be linked to the account product or whose request log is to be displayed.
Account Product	[Mandatory, Pick List]
	Select the account product from the pick list.
	Select the specific account product which has to be linked to the selected card product or whose request log is to be displayed.

- 3. Select the card and account product from the pick list.
- 4. Click the **Ok** button.

### Card-Account Product Link Setup



Card-Acco	ount Product L	ink Setup						
Card Produ Account Pr Product M	oduct i 2. R	AVINGS A/C CARD EGULAR DSP						
		Description Account	Product Account Pro	duct Description				
Care Prov	auce card Produce	Description	Produceprecounterro	acc bescription				
Record	Details							
Input By		Autho	orized By	Las	it Mnt. Date		Last Mnt. Action	Authorized
• Add	O Modify	O Delete	O Cancel	Amend	O Authorize	O Inquiry		Ok Close Clear

- 5. The system displays the message "Record Added...Authorization Pending...Click Ok to Continue".
- 6. Click the **Ok** button.
- 7. The card and account product link is set up once the record is authorized.

### To view the card and account product link

- 1. Click the **Inquiry** button.
- 2. Select the card and account product from the pick list.
- 3. Click the **Ok** button.
- 4. The system displays the cards account link.

# **Product Mapping**



Card-Acco	unt Product I	Link Setup								
Card Produc Account Pro Product Ma	iduct i 2	SAVINGS A/C CARD REGULAR DSP								
ALC: NOT	V.1 2518	duct Description	count Broduct	Account Product Desci	intion					
Caru Pro		VINGS A/C CARD	2	REGULA						
Record D	etails	Autho	rized By	Last M	nt. Date		Last Mnt. Action		Authorize	d
Tubac BA		Autro	nied by	Last M	io de		Last Mile Action		Authorize	
-	~	0	~		^	~		10 100	1 million and a million and	1 02.
C Add	Modify	🔘 Delete	🔘 Cancel	Amend	O Authorize	Inquiry		Ok	Close	Clear

Column Name	Description
Card Product	[Display]
	This column displays the card product to which the account product is linked.
Card Product	[Display]
Description	This column displays the description of the card product.
Account Product	[Display]
	This column displays the account product linked to the selected card product.
Account Product Description	[Display]
Description	This column displays the description of the account product.

5. Click the **Close** button.



# 1.2. CM02 - Blank Cards Request

Using this option the bank can capture requests for blank (pre-embossed) cards. The bank can monitor the inventory of blank cards using the **Blank Cards Inventory** (Fast Path: CM06) option. Using the **Card Maintenance** option the bank can issue or reissue a card in batch or an online mode.

### **Definition Prerequisites**

• BAM03 - Branch Master Maintenance

### Modes Available

Add, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to <u>Standard Maintenance Procedures</u>.

#### To add a new blank card request

- 1. Type the fast path CM02 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Blank Cards Request.
- 2. The system displays the Blank Cards Request screen.

#### **Blank Cards Request**



Blank Card	ls Request									
Branch Coo	de :									
Card Produ	uct :									
No.Of Card	ls :									
Request Lo	pq									
		ard Product No. of I	Cards Log Date Stat	aus						
	1 1	1								
-					Record	Details				
Input By		Autho	rized By	La	st Mnt. Date		Last Mnt. Action		Authorize	d
• Add	Modify	Delete	O Cancel	OAmend	O Authorize	OInquiry		Ok	Close	Clear

Field Name	Description
Branch Code	[Mandatory, Pick List]
	Select the specific branch code for which either blank cards are requested or the request log is to be displayed from the pick list.
Card Product	[Mandatory, Pick List]
	Select the specific card product for which either blank cards are requested or the request log is to be displayed from the pick list.
No. Of Cards	[Mandatory, Pick List, Numeric, Three]
	In case of request, type the number of required blank cards.
	In case the request log is to be displayed, select the unauthorized record from the pick list.

- 3. Select the branch code and the card code from the pick list.
- 4. Enter the number of cards.



#### **Blank Cards Request**

Blank Cards	Request									
Branch Code	1 700									
Card Product	ti S									
No. Of Cards	: 4									
Request Log										
Reference N	umber Branch Ca	rd Product No. of C	ards Log Date Stat	us						
Input By		Autho	rized By	La	st Mnt. Date	Details	Last Mnt. Action		Authorized	
100										
Add	C Modify	Delete	O Cancel	O Amend	O Authorize	O Inquiry		Ok	Close	Clear
Maa	Modify	Delete	Cancer	Amend	Authorize	O Tudnuk		VN	01024	orear

- 5. Click the **Ok** button.
- 6. The system displays the message "Record Added...Authorization Pending...Click Ok to Continue". Click the **Ok** button.
- 7. The blank card requests are added once the record is authorized.

### To view the blank cards request

- 1. Click the **Inquiry** button.
- 2. Select the branch code and the card code from the pick list.
- 3. Click the **Ok** button.
- 4. The system displays the list of blank cards request in the **Request Log** tab.

### **Request Log**



Blank Cards Reques	t									
Branch Code : 700										
Card Product : 3										
No.Of Cards :										
Request Log			_							
Reference Number REF000000104		rd Product No. of 3	Cards Log Da 1 2008-01-31 0							
REF000000162		3	4 2008-01-31 0	0:00:00.0 R						
					Record Det	ils				
Input By		Authorized B	y	Last Mnt. Da			Last Mnt. Action		Authorize	ł
C Add O Modif	fv C	Delete O	Cancel OAr		uthorize	<li>Inquiry</li>		Ok	Close	Clear

Column Name	Description
Reference Number	[Display] This column displays the request reference number using which a particular request can be cancelled, amended or authorized.
Branch	[Display] This column displays the branch code for which the request is made.
Card Product	[Display] This column displays the card product to which the requested cards belong.
No. of Cards	[Display] This column displays the number of cards that are requested.
Log Date	[Display] This column displays the date on which the request is made.



### Status

[Display]

This column displays the current status of the request.

5. Click the **Close** button.



# 1.3. CM06 - Blank Cards Inventory

Using the this option the current blank cards (pre-prepared cards) inventory can be monitored. The bank requests for the blank cards using the **Blank Cards Request** (Fast Path: CM02) option.

**Note**: If branch code is not specified, then an inventory for all branches will be displayed. If the card product is not selected, then cards belonging to all products will be displayed. Only those cards which are available and not in use will be counted as part of the inventory.

### **Definition Prerequisites**

- BAM03 Branch Master Maintenance
- Card Product Definition
- <u>CM02 Blank Cards Request</u>

#### **Modes Available**

Not Applicable

#### To view current branch inventory of blank (pre-embossed) cards

- 1. Type the fast path CM06 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Blank Cards Inventory.
- 2. The system displays the Blank Cards Inventory screen.

### Blank Cards Inventory



Blank Cards Inventory			
Branch code :			
Card Product :			
Card Details			
Branch Card Product No. of Available Cards			
	Ok	Close	Clear

Field Name	Description
Branch Code	[Optional, Pick List]
	Select the branch code to view the inventory of blank cards for that branch from the pick list.
Card Product	[Optional, Pick List]
	Select the card product to view inventory of blank cards for that product from the pick list.

3. Select the branch code and the card product from the pick list.

**Blank Cards Inventory** 



Blank Cards Inventory			
Branch code : 9999			
Card Product : 1			
Card Details			
Branch/Card Product/No. of Available Cards			
Drancii Laru Productivo, ur Asanaus caras			
	Ok	Close	Clear

- 4. Click the **Ok** button.
- 5. The system displays current branch inventory of blank cards in the **Card Details** tab.

## **Card Details**



ik Cards Inventory	
ch code : 9999	
Product : 1	
d Details	
ranch Card Product No. of Available Cards 9999 1 54	

Column Name	Description
Branch	[Display] This field displays the branch code in which blank cards are available.
Card Product	[Display] This field displays the card product to which the available card belongs.
No. Of Available Cards	[Display] This field displays the number of available blank cards.

6. Click the **Close** button.



# 1.4. CM01 - Card Maintenance

Using this option the bank can issue or reissue a card in batch or an online mode. The card details tab allows you to link the primary account number and the default account number to the card and modify the existing account linkage of a card.

The supplementary cards can also be issued using this option.

#### **Definition Prerequisites**

• 8053 - Customer Addition

#### Modes Available

Add, Modify, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To issue or reissue a card

- 1. Type the fast path **CM01** and click **Go** or navigate through the menus to **Transaction Processing > Customer Transactions >** Card Maintenance.
- 2. The system displays the Card Maintenance screen.

#### **Card Maintenance**



Card Maintenence					
Search Criteria : Custo	ner Short Name	Search String :			
Cust IC : ID :		Home Branch :			
Full Name :	l	Short Name :			
1					
🔿 Online 🔿 Batch					
Card Product :		Card No :		· · · · · · · · · · · · · · · · · · ·	
Reissue		Old Card	No :		
Card Details Card Sta	tus History Account Link	History Mailing Address Benefi	ciary Accounts		
Embossed Name :					
Card Status :		~			
Language :	~				
Issue Date :	15/01/2008	Expiry Date :	15/01/2018		
Remarks :					
Account Linked :	Account No. Account Br	anch Code Product Name Accou	nt Title Account Relation	Default (Y/N) Link (Y/N)	
Record Details	Authorize	d By Las	t Mnt. Date	Last Mnt. Action	Authorized
	Authorize	d By Las	t Mnt. Date	Last Mnt. Action	Authorized

Field Name	Description				
Search Criteria	[Mandatory, Drop-Down]				
	Select the search criteria to search for the customer from the drop- down list.				
	The options are:				
	Customer short name: The short name of the customer.				
	<ul> <li>Customer IC: The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>				
	Customer ID: The unique identification given by the bank.				
Search String	[Mandatory, Alphanumeric, 20]				
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria</b> field.				
	If the search criterion is specified as customer's short name or IC then any letter of the short name or IC can be entered. The system displays the pick list of all those customers having those letters in their				



	respective criteria. Choose the appropriate customer from the existing customer list.
	For example, if the customer's short name is George Abraham. One can search the above customer by entering Geo in the <b>Search String</b> field.
Cust IC	[Display]
	This field displays the identification code of the customer.
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.
ID	[Display]
	This field displays the ID of the customer.
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and the customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.
Home Branch	[Display]
	This field displays the short name of the branch, where the customers account is opened.
	The customer signature record and the other customer papers are kept in this branch.
	These short names are maintained in the <b>Branch Master</b> Maintenance (Fast Path: BAM03) option.
Full Name	[Display]
	This field displays the full name of the customer.
	The full name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Short Name	[Display]
	This field displays the short name of the customer.
	The short name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Card Issue Mode	[Mandatory, Radio Button]
	Select the appropriate card issue mode.
	The options are:
	• <b>Online</b> : It allows the user to issue the card in online mode. In online mode the card number needs to be specified.
	• <b>Batch</b> : It allows the user to issue card in batch mode. In batch mode, a request reference number is generated and displayed



in the card number field

Card Product	[Conditional, Pick List] This field displays the card product. If the card is to be issued, select the card product from the pick list.
Card No	[Mandatory, Numeric, 20] Select the card number from the pick list. In online issuing mode the card number is mandatory and will be validated against the branch inventory.
Old Card No	[Conditional, Pick List] Select the old card number from the pick list. In case of reissue, an old card number is mandatory and the card status will be validated for Lost or Damaged status.
Actions	
Reissue	[Optional, Check Box] Select the <b>Reissue</b> check box to reissue a card. The <b>Card Product</b> field gets disabled if this check box is selected.

- 3. Click the **Add** button.
- 4. Select the search criteria from the drop-down list.
- 5. Type the search string and press the **<Tab>** key.
- 6. Select the card product from the pick list.

### **Card Maintenance**



Card Main	itenence									
Search Crit	eria : Custor	nerid	× 5	Search String : 602045						
Cust IC :	55555	4444 ID : 602	045 H	Home Branch : 9999						
Full Name	C STIMU	EL'S MOHMAD								
rui name	1. Loomo	EE STREET BER		Short Name : SUMUELSMOHM	AD					
Online	Gene									
Card Produ	ict : 1	EFAULT	and the second s	Card No : REF000000601						
Reissu	ie			Old Card No :						
Card Deta	ils Card Sta	atus History Acco	unt Link History Ma	iling Address Beneficiary Acco	unts					
Embosse	d Name :	SUMUEL S MOHM	AD							
Card Stat										
		Requested		*						
Languag	e:	× _								
Issue Da	te :	31/07/2008	ø	Expiry Date :	31/0	7/2011				
Remarks		192- 1								
Account L	Johnson Ja									
Account L	linked :	Account No. /	Account Branch Code	Product Name	Account Title	Account Relation	Default (Y/N)	ink (Y/N)		
		000000039909	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		000000054023	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		000000054031	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		000000054049	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		000000054056	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		00000054064	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		000000054072	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	N		
		000000060608	9999	REVOLVING LOAN FOR RMLMS		SOW	N	N		
		000000060665	9999	REVOLVING LOAN FOR RMLMS		SOW	N	N		
Record I	Details					strine the			2010/00/07/07	
Input By		2	Authorized By	Last Mnt. Date		Last	Mnt. Action		Authorize	d
@ Add	O Modify	ODelete	O Cancel	O Amend O Aut	<u>.</u>	nguiry		Ok	Close	Clear
Maa	U Modity	Delete	Cancel	Amena Auti		udauà			Ciose	

7. Enter the relevant information in the various tabs.

### **Card Details**

Card Main	itenence									
Search Crit	eria : Custor	nerid	× 3	Search String : 602045						
Cust IC :	55555	4444 ID : 602	:045 H	Home Branch : 9999						
Full Name	SUMU	EL'S MOHMAD		Short Name : SUMUELSMOHM						
i di name	. poono	660 (110 (113)) (12)		Shore Hame : SUMUELSMOHM	IAD					
Online	Batch									
Card Produ	ict : 1 D	EFAULT		Card No : REF00000601						
🗌 Reissu	ie			Old Card No :						
Card Deta	ils Card Sta	atus History Acco	ount Link History Ma	iling Address Beneficiary Acco	unts					
Embosse	d Name :	SUMUEL S MOHM	AD							
Card Stat	tus :	Requested		~						
Languag		~								
		the second secon				(marked)				
Issue Da	te :	31/07/2008	6	Expiry Date :	31/0	07/2011				
Remarks	a [									
Account L	.inked :									
			Account Branch Code		Account Title	Account Relation		and the second se		
		000000039909	9999	PGS9 SAVING ACCOUNT PGS9 SAVING ACCOUNT	SUMUELSMOHMAD SUMUELSMOHMAD	SOW	N	N		
		000000054023	9999	PGS9 SAVING ACCOUNT PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	SOW	N	<u>N</u>		
		000000054031	9999			SOW	N	<u>N</u>		
		000000054049	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD		N	N		
		000000054056	9999	PGS9 SAVING ACCOUNT PGS9 SAVING ACCOUNT	SUMUELSMOHMAD SUMUELSMOHMAD	SOW	<u>N</u>	N		
							N	<u>N</u>		
		000000054072	9999	PGS9 SAVING ACCOUNT	SUMUELSMOHMAD	sow	<u>N</u>	<u>N</u>		
		000000060608	9999	REVOLVING LOAN FOR RMLMS		SOW	<u>N</u>	<u>N</u>		
		000000060665	9999	REVOLVING LOAN FOR RMLMS	1	SOW	N	N		
Record I	Details									
Input By			Authorized By	Last Mnt. Date		Last	Mnt. Action		Authorized	
									7000	
🖲 Add	🔘 Modify	ODelete	Cancel	O Amend O Aut	horize 🔿 I	nquiry		Ok	Close	Clear

Field Name	Description
Embossed Name	[Display] This field displays the name that will appear on the issued card.
Card Status	[Display] This field displays the current status of the card.
Language	[Mandatory, Drop-Down] Select the language in which the card is maintained from the drop- down list.
Issue Date	[Display] This field displays the date on which the card is issued.
Expiry Date	[Display] This field displays the expiry date of card after which the card cannot be used.



Remarks	[Optional, Alphanumeric, 120]						
	Type the remarks for the transaction.						
Column Name	Description						
Account Linked							
Account No.	[Display] This column displays the account number belonging to the selected customer associated with the card to be issued.						
Account Branch Code	[Display] This column displays the branch code to which the account number is associated.						
Product Name	[Display] This column displays the product to which this account belongs.						
Account Title	[Display] This column displays the title given for the account number.						
Account Relation	[Display] This column displays the relation for the account number.						
Default (Y/N)	[Toggle] Change the toggle status to <b>Y</b> to select the PAN (Primary Account Number). The default value is set as <b>N</b> .						
Link (Y/N)	[Toggle] Change the toggle status to ${\bf Y}$ to link the account. The default value is set as ${\bf N}.$						

# **Card Status History**



Card Mainten	ience							
Search Criteria	: Customer lo	ł	Se Se	earch String : 60	2254			
Cust IC :	125549865	5654 ID : 60225	i4 H	ome Branch : 999	99			
Full Name :	GAURAV S	HARMA	s	nort Name : GA	JRAVSHARMA			
© Online © B	Batch							
Card Product :	1 SAVIN	NGS	_ <u></u>	Card No : 444455	5552866			
Reissue				Old Car	d No :			***
Card Details	Card Status I	History Account L	ink History Mailir	ng Address Bene	eficiary Accounts			
Change Dat	e From State	us To Status Brai	nch Code Telle	r ID Status (	hange Remarks			
31-12-200		ve Damaged	9999 TRAMAN		lange Kemarks			
Record Deta	ails							
Input By Authoriz				ist Mnt. Date		Last Mnt. Action	Authorized	
TRAMANATHA	N	SRAM	ANATHAN	0	1/07/2008 15:16:33		Authorize	M
Add     Add	O Modify	C Delete	C Cancel	C Amend	C Authorize	C Inquiry		Ok Close Clear

Column Name	Description
Change Date	[Display] This column displays the date on which the card status was changed.
From Status	[Display] This column displays the initial status of the card.
To Status	[Display] This column displays the changed status of the card after modification.
Branch Code	[Display] This column displays the branch in which the change was done.
Teller ID	[Display] This column displays the teller ID of the person who made the change.
Status Change Remarks	[Display] This column displays the status change remark.



### **Account Link History**

Card Maintene	ence								
Search Criteria	Customer Id	Y	Search String : 6	02458					
Cust IC :	6464554 ID: 602458		Home Branch : 99	99					
Full Name :	AHMED RIYAZ		Short Name : AF	MED RIYAZ					
@ Online @ Ba	atch								
Card Product :	516 SAISHREQ		Card No : 22445	55556666					
Reissue			Old Ca	rd No :	I			1	
Card Details	Card Status History Account Link	History M	ailing Address Ben	eficiary Accounts					
Account No	Date Default (Y/N) Li	nk (Y/N) B	Branch Code Teller	ID					
	93 31-01-2008 Y	Y	9999 TSWAP						
	93 31-01-2008 Y	N	9999 TSWAP						
	58 31-01-2008 V 58 31-12-2007 V	Y	9999 TSWAP						
			Statistics   models	1					
Record Detai	ls								
Input By	Authorize	d By	L	ast Mnt. Date		Last Mnt. Action		Authorize	d
TSWAPNILM	SSWAPNI			4/07/2008 17:31:37		Authorize		জ	
		~	-	-					1
• Add	Modify C Delete	C Cancel	C Amend	C Authorize	C Inquiry		Ok	Close	Clear

Column Name	Description
Account No.	[Display]
	This column displays the account number, which can be either linked or de linked.
Date	[Display]
	This column displays the date on which the change happened.
Default (Y/N)	[Display]
	This column displays whether the account is a primary account number.
Link (Y/N)	[Display]
	This column displays whether the account was linked (Y) or de linked (N).
Branch Code	[Display]



This column displays the branch in which the change was done.

 Teller ID
 [Display]

 This column displays the ID of the user who initiated the change.

# **Mailing Address**

Card Maintenence									
Search Criteria : Custom Cust IC : 555554	er ld 1444 ID : 602045	2000 D.	earch String : 603 ome Branch : 999	1					
Full Name : SUMUE	ELS MOHMAD	s	hort Name : SUN	IUELSMOHMAD					
Online C Batch									
Card Product : 1 SA	VINGS		Card No : 3333333					i.	
	1		Old Card	(2723-5203	1			1	
Card Details Card Stat	tus History Account	Link History Maili	ng Address Bene	ficiary Accounts					
Collect C Mail									
Collecting Branch :		9999							
Address :									
					]				
City :									
State :									
Phone:									
Record Details									1.1
Input By	Autho	rized By	La	st Mnt. Date		Last Mnt. Action		Authorize	ed
								Г	
• Add C Modify	C Delete	C Cancel	C Amend	C Authorize			Ok	Close	Clear

Field Name	Description			
Modality [Mandatory, Radio Button]				
	Select the appropriate dispatch option.			
	The options are:			
	Collect			
	• Mail			
Collecting Branch	[Conditional, Pick List] Select the branch in which the customer will collect the card from the			



pick list

By default it will be login branch.

The following fields are enabled if the **Collect** button is selected..

Address	[Mandatory, Alphanumeric, 35, Three lines] Type the address of the customer.
City	[Mandatory, Pick List] Select the name of the city from the pick list.
State	[Mandatory, Pick List] Select the name of the state from the pick list.
Phone	[Mandatory, Alphanumeric, 15] Type the phone number of the customer for further correspondence.

### **Pin Mailing Address**

The following fields are enabled if the Mail button is selected.

Address	[Mandatory, Alphanumeric, 35, Three lines] Type the pin mailing address of the customer.
City	[Mandatory, Pick List] Select the name of the city from the pick list.
State	[Mandatory, Pick List] Select the name of the state from the pick list.
Phone	[Mandatory, Alphanumeric, 15] Type the phone number of the customer for further correspondence.

### **Beneficiary Accounts**

This tab is for future use.

- 8. Click the **Ok** button.
- 9. The system displays the message "Record Added...Authorisation Pending...Click Ok to Continue". Click the **Ok** button.
- 10. The card details are added once the record is authorised.



# 1.5. CM09 - Card Maintenance

Using this option, card details like embossed name, issue date, expiry date etc. are maintained .The bank can reissue a card in a batch or an online mode. Whenever there is a reissue the system generates the card number.

The card details tab allows you to link the primary account number and the default account number to the card and also modify the existing account linkage of a card.

### **Definition Prerequisites**

- Customer Definition
- Card Product Definition
- Card account linkage definition (for modification)

### **Other Prerequisites**

Not Applicable

#### Modes Available

Add, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to <u>Standard Maintenance Procedures</u>.

#### To reissue new card

- 1. Type the fast path CM09 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card Maintenance.
- 2. The system displays the **Card Maintenance** screen.

#### **Card Maintenance**



Card Maintenen	ce				
Search Criteria 1:	Katakana/Kanji name(WildCard m	atc 👻	Search Criteria 2:	Home Phone	v
Search String 1:	1		Search String 2:		
IC:	9990000773		ID:	605264	
Home Branch :	999				
Full Name :	rahul rs		Short Name :	a	
Kana Name :	rahul rs				
Kanji Name :	vaibhavag1 rs				
Home Phone :	458796536		Mobile Phone :	8574965	
Date of birth :	1981-02-19				
Online OBatch					
Card Product :		Card No :		Postal Matter Code:	~
Reissue		Old Card No :		Assign Same ContractNo:	
Card Details C	ard Status History				
Embossed Name	e :				
Card Status :		~			
Language :		~			
Issue Date :	15/02/2008	Expiry Date :	15/02/2018	LZ	
Remarks :					
Account Linked	Account No. Product Nat	ne   Account Title   Account	Relation Default (*	Y/N) Link (Y/N)	
- Record Details -					
Input By	Authorized By	Last Mnt.	Date	Last Mnt. Action	Authorized
	dify ODelete OC	ancel O Amend	O Authorize	Inquiry	Ok Close Clear

Field Name	Description
Search Criteria 1	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	<ul> <li>Customer IC (Complete Match): The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>
	<ul> <li>Katakana/Kanji Name (Complete Match): The entered name will be checked in the NLS master full name. A complete match of full name is Katakana/Kanji name.</li> </ul>
	<ul> <li>Katakana/Kanji Name (WildCard Match): The entered name will be checked in the NLS master full name. A wildcard match of full name is Katakana/Kanji Name.</li> </ul>
	<ul> <li>Katakana (Single Byte): The entered name will be checked in the customer master. A single byte match of full name is Katakana name.</li> </ul>
Search String 1	[Mandatory, Alphanumeric, 20]



	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria 1</b> field.						
Search Criteria 2	[Optional, Drop-Down]						
	Select the search criteria to search for the customer from the drop- down list.						
	The options are:						
	Date of Birth (YYYYMMDD) (Complete Match)						
	Mobile No (Wildcard Match)						
	Home Phone (Wildcard Match)						
Search String 2	[Mandatory, Pick List]						
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria 2</b> field.						
IC	[Display]						
	This field displays the identification code of the customer.						
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.						
ID	[Display]						
	This field displays the ID of the customer.						
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.						
Home Branch	[Display]						
	This field displays the short name of the branch, where the customer's account is opened.						
	The customer signature record and the other customer papers will are kept in this branch.						
	These short names are maintained in the <b>Branch Master</b> <b>Maintenance</b> (Fast Path: BAM03) option.						
Full Name	[Display]						
	This field displays the full name of the customer.						
	The full name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.						
Short Name	[Display]						
	This field displays the short name of the customer.						
	The short name of the customer is defaulted from the <b>Customer</b>						



	Addition (Fast Path: 8053) option.
Kana Name	[Display] This field displays the kana name of the customer for whom the card is maintained.
Kanji Name	[Display] This field displays the kanji name of the customer for whom the card is maintained.
Home Phone	[Display] This field displays the home phone number of the customer for whom the card is maintained.
Mobile phone	[Display] This field displays the mobile phone number of the customer for whom the card is maintained.
Date of Birth	[Display] This field displays the birth date of the customer for whom the card is maintained.
Online	[Mandatory, Radio Button] Click <b>Online</b> to issue a card in an online mode. In the online mode the card number needs to be specified.
Batch	[Mandatory, Radio Button] Click <b>Batch</b> to issue a card in the batch mode. In the batch mode a request reference number will be generated and displayed in the <b>Card No</b> field.
Card Product	[Display] This field displays the card product. If the card is to be issued, select the card product from the pick list.
Card No	[Mandatory, Pick List] Select the card number from the pick list. In online issuing mode the card number is mandatory and will be validated against the branch inventory.
Postal Matter Code	[Optional, Drop-Down] Select the code relating to the issued card from the drop-down list. The printing material, like mail receipt confirmation number, will be sent by the printing company along with the re-issued card for ensuring proper delivery.
Reissue	[Optional, Check Box] Select the <b>Reissue</b> check box to reissue a card.
Old Card No	[Conditional, Pick List]



Select the old card number from the pick list.

[Optional, Check Box]

In case of reissue, an old card number is mandatory.

Assign Same ContractNo

Select the **Assign Same ContractNo** check box to have the same contract number on the new card.

If the check box is not selected then the system will generate the new contract number.

The user will be allowed to login in MB, IB, or TB if same contract number is assigned. However, the random number will not be the same. Hence, random number authentication pending transaction will not be allowed.

- 3. Click the Add button.
- 4. Select the search criteria from the drop-down list.
- 5. Type the search string and press the **<Tab>** key.
- 6. Select the card product from the pick list.
- 7. Enter the other relevant information.

#### **Card Maintenance**

Card Maintenen	ce				
Search Criteria 1:	Katakana/Kanji name(WildCard m	atc 👻	Search Criteria 2	Home Phone	*
Search String 1:	1		Search String 2:		
IC :	9990000773		ID :	605264	
Home Branch :	999				
Full Name :	rahul rs		Short Name :	a	
Kana Name :	rahul rs		]		
Kanji Name :	vaibhavag1 rs		]		
Home Phone :	458796536		Mobile Phone :	8574965	
Date of birth :	1981-02-19				
Online OBatch					
Card Product :		Card No :		Postal Matter Code:	~
Reissue		Old Card No :		Assign Same ContractNo:	
provide a second s	ard Status History				
Embossed Name	): [				
Card Status :		<u> </u>			
Language :	15/02/2008		Lin Inclando		
Issue Date :	15/02/2008	Expiry Date :	15/02/2018		
Remarks :					
Account Linked	Account No. Product Nar	ne   Account Title   Account	Relation Default (	Y/N) Link (Y/N)	
- Record Details -					
Input By	Authorized By	Last Mnt.	Date	Last Mnt. Action	Authorized
	odify O Delete O C	ancel O Amend	OAuthorize	Inquiry	Ok Close Clear

8. Enter the required information in the various tabs.



### **Card Details**

Card Maintenen	Ce				
Search Criteria 1:	Katakana/Kanji name(WildCard matc	×	Search Criteria 2	Home Phone	×
Search String 1:	1		Search String 2:		
IC :	9990000773		ID :	605264	1
Home Branch :	999				
Full Name :	rahul rs		Short Name :	a	
Kana Name :	rahul rs		1		
Kanji Name :	vaibhavag1 rs		1		
Home Phone :	458796536		Mobile Phone :	8574965	
Date of birth :	1981-02-19				
0.000					
Online OBatch					
Card Product :		Card No :		Postal Matter Code:	~
Reissue		Old Card No :		Assign Same ContractNo:	
Card Details C	ard Status History				
Embossed Name	e:				
Card Status :		~			
Language :		~			
Issue Date :	15/02/2008	Expiry Date :	15/02/2018		
Remarks :					
Account Linked	Account No. Product Name	Account Title Account	Relation Default (	Y/N) Link (Y/N)	
- Record Details - Input By	Authorized By	Last Mnt.	Date	Last Mnt. Action	Authorized
O Add O Mo	dify 🔷 Delete 🛛 🔿 Can	cel O Amend	○ Authorize	Inquiry	Ok Close Clear

Field Name	Description			
Embossed Name	[Mandatory, Alphanumeric, 120]			
	Type the name that will appear on the issued card.			
Card Status	[Display]			
	This field displays the current status of the card.			
Language	[Mandatory, Drop-Down]			
	Select the language in which the card is maintained from the drop- down list.			
	The options are:			
	• English			
	Chinese			
Issue Date	[Mandatory, Pick List, DD/MM/YYYY]			
	Select the date on which the card is issued from the pick list.			



Expiry Date	[Mandatory, Pick List, DD/MM/YYYY] Select the expiry date of card after which the card cannot be used from the pick list.
Remarks	[Mandatory, Alphanumeric, 120] Type the remarks for the transaction.
Column Name	Description
Account Linked	
Account No.	[Display] This column displays the account number belonging to the selected customer and will be associated with the card to be issued.
Product Name	[Display] This column displays the product to which this account belongs.
Account Title	[Display] This column displays the title given for the account number.
Account Relation	[Display] This column displays the relation of selected customer to the account.
Default (Y/N)	[Display] This column displays whether the account is primary account number. By default, it is displayed as Y.
Link (Y/N)	[Display] This column displays the link status. By default, it is displayed as Y.

**Card Status History** 



Card Maintenen	Ce				
Search Criteria 1:	Katakana/Kanji name(WildCard m	ato 👻	Search Criteria 2	: Home Phone	~
Search String 1:	1		Search String 2:		
IC :	9990000773		ID :	605264	
Home Branch :	999				
Full Name :	rahul rs		Short Name :	a	
Kana Name :	rahul rs				
Kanji Name :	vaibhavag1 rs				
Home Phone :	458796536		Mobile Phone :	8574965	
Date of birth :	1981-02-19				
Online OBatch	1				
Card Product :		Card No :		Postal Matter Code:	~
		Old Card		Assign Same	
Reissue		No :		ContractNo:	
Card Details Ca	rd Status History				
Card Number	Change Date From Status To Sta	tus Branch Code Tel	ler ID Remarks		
<ul> <li>Record Details</li> <li>Input By</li> </ul>	Authorized By	Las	t Mnt. Date	Last Mnt. Action	Authorized
		1 -			]
		J [		L	
O Add O Mc	odify 🔿 Delete 🔿 C	ancel 📀 Ame	nd O Authorize	Inquiry	Ok Close Clear

Column Name	Description
Card Number	[Display] This column displays the number of the card which is maintained.
Change Date	[Display] This column displays the date on which the card status was changed.
From Status	[Display] This column displays the initial status of the card.
To Status	[Display] This column displays the changed status of the card after modification.
Branch Code	[Display] This column displays the branch in which the change was done.
Teller ID	[Display] This column displays the teller ID of the person who made the change.



### Remarks

[Display]

This column displays the remark for the maintained card.

- 9. Click the **Ok** button.
- 10. The system displays the message "Record Added...Authorisation Pending...Click Ok to Continue". Click the **Ok** button.
- 11. The card maintenance details are added once the record is authorized.



# 1.6. CMS01 - Card Maintenence

Using this option, card details like embossed name, issue date, expiry date etc. are maintained .The bank can reissue a card in a batch or an online mode. Whenever there is a reissue the system generates the card number.

The card details tab allows you to link the primary account number and the default account number to the card and also modify the existing account linkage of a card.

### **Definition Prerequisites**

- Customer Definition
- Card Product Definition
- Card account linkage definition (for modification)

### **Other Prerequisites**

Not Applicable

#### Modes Available

Add, Modify, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to <u>Standard Maintenance Procedures</u>.

#### To add card details

- 1. Type the fast path **CMS01** and click **Go** or navigate through the menus to **Transaction Processing > Customer Transactions >** Card Maintenance.
- 2. The system displays the **Card Maintenance** screen.

#### **Card Maintenance**



Card Maintenenc	e					
Search Criteria :	Customer Short Name	~	Sear	ch String :		
IC :	ID :		Home	Branch :		
Full Name :			Short	: Name :		
Card Type :		Card No :				
Card Details Ca	ard History					
Embossed Name	:					
Card Status :		*				
	🖲 Single Stripe	O	Double Stripe			
Date Entry :	31/03/2008	Issue Date : 31/	'03/2008 👫 Expiry	Date : 01/01/180	20 <b>11</b>	
Last Used :	31/03/2008	Change Limit : 01/	01/1800	Allowed : 3		
Remarks :				284 AV		
Account Linked	Acct No. Product Na	me Account Title Moo	lule Link(Y/N)			
	-					
Record Details	Authoriz	and Dur	Last Mat. Dat-		Last Mnt. Action	Authorized
Input By	Authoriz	eu bý	Last Mnt. Date	Г	Last Mint, Action	
J						
• Add O Modi	ify ODelete C	Cancel O Ame	end O Authorize	O Inquiry	Show Histor	y Ok Close Clear

Field Name	Description
Search Criteria	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	<ul> <li>Customer Short Name</li> <li>Customer Ic - Customer Identification criteria (IC) arrived at by the bank during customer addition.</li> <li>Customer Id - Unique identification given by the bank</li> </ul>
Search String	[Mandatory, Alphanumeric, 20]
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria</b> field.
IC	[Display]
	This field displays the identification code of the customer.
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an



	existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.
ID	[Display]
	This field displays the ID of the customer.
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.
Home Branch	[Display]
	This field displays the short name of the branch, where the customer's account is opened.
	The customer signature record and the other customer papers will are kept in this branch.
	These short names are maintained in the <b>Branch Master</b> Maintenance (Fast Path: BAM03) option.
Full Name	[Display]
	This field displays the full name of the customer.
	The full name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option.
Short Name	[Display]
Short Name	
Short Name	[Display]
Short Name Card Type	[Display] This field displays the short name of the customer. The short name of the customer is defaulted from the <b>Customer</b>
	[Display] This field displays the short name of the customer. The short name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option.
	[Display] This field displays the short name of the customer. The short name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option. [Display]
Card Type	[Display] This field displays the short name of the customer. The short name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option. [Display] This field displays the card type.
Card Type	[Display] This field displays the short name of the customer. The short name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option. [Display] This field displays the card type. [Mandatory, Pick List]

- 4. Select the search criteria from the drop-down list.
- 5. Type the search string and press the <Tab> key.

## Card Maintenance



Card Maintenen	се					
Search Criteria :	Customer Short Name	~	Searc	h String :		
IC :	ID:		Home	Branch :		
Full Name :			Short	Name :		
Card Type :		Card No :				
Card Details	ard History					
Embossed Nam	e :					
Card Status :		~				
	💿 Single Stripe	0	Double Stripe			
Date Entry :	31/03/2008	Issue Date : 31,	/03/2008	Date : 01/01/1800		
Last Used :	31/03/2008	Change Limit : 01)	/01/1800 [ [ Retry .	Allowed : 3		
Remarks :						
Account Linked	Acct No. Product Na	me Account Title Mo	dule Link(Y/N)			
Record Details						
Input By	Authoriz	ed By	Last Mnt. Date	¥	Last Mnt. Action	Authorized
• Add O Mod	lify ODelete (	Cancel OAme	end O Authorize	O Inquiry	Show Histo	y Ok Close Clear

6. Enter the relevant information in the various tabs.

# **Card Details**

Card Maintener	ice					
Search Criteria :	Customer Short Name	~	Search	String :		
IC :	ID :		Home B	anch :		
Full Name :			Short N	ame :		
Card Type :		Card No :				
Card Details	Card History					
Embossed Nam	e :					
Card Status :		*				
	🖲 Single Stripe	O Do	uble Stripe			
Date Entry :	31/03/2008	Issue Date : 31/0	3/2008			
Last Used :	31/03/2008	Change Limit : 01/0	L/1800	owed : 3		
Remarks :			No. 19-485			
Account Linke	t : Acct No. Product Na	me Account Title Modu	le Link(Y/N)			
Record Details	Authori	zed By	Last Mnt. Date	G	ast Mnt. Action	Authorized
				Ē		
-	· · · · ·		<u>k</u>			
• Add 🛛 🔿 Mo	dify Opelete (	Cancel OAmen	d 🔷 🔿 Authorize	O Inquiry	Show Histor	y Ok Close Clear

Field Name	Description
Embossed Name	[Mandatory, Alphanumeric, 120] Type the name that will appear on the issued card.
Card Status	[Display] This field displays the current status of the card.
Date Entry	[Mandatory, Pick List, DD/MM/YYYY] Select the date on which the card entered from the pick list.
Issue Date	[Mandatory, Pick List, DD/MM/YYYY] Select the date on which the card is issued from the pick list.
Expiry Date	[Mandatory, Pick List, DD/MM/YYYY] Select the expiry date of card after which the card cannot be used from the pick list.
Last Used	[Mandatory, Pick List, DD/MM/YYYY] Select the date on which the card is last used from the pick list.



Change Limit	[Mandatory, Pick List, DD/MM/YYYY] Select the date on which the limit is changed from the pick list.
Retry Allowed	[Mandatory, Numeric, 3] Type the number of retries allowed.
Remarks	[Mandatory, Alphanumeric, 120] Type the remarks for the transaction.
Column Name	Description
Account Linked	
Acct No.	[Display] This column displays the account number belonging to the selected customer and will be associated with the card to be issued.
Product Name	[Display] This column displays the product to which this account belongs.
Account Title	[Display] This column displays the title given for the account number.
Module	[Display] This column displays the name of the module to which the account is linked.
Link (Y/N)	[Display] This column displays the link status. By default, it is displayed as Y.

# **Card History**



Card Maintene	nce					
Search Criteria :	Customer Short Name	~	Searc	n String :		
IC :	ID :		Home	Branch :		
Full Name :			Short	Name :		
Card Type :		🖂 Card No :				
Card Details C	ard History					
		History Posting Dat	e From Status To Status			
- Record Details	5					
Input By	Autho	rized By	Last Mnt. Date		Last Mnt. Action	Authorized
	_					
⊙Add OMd	odify O Delete	O Cancel O Am	end O Authorize	OInquiry	Show His	tory Ok Close Clear

Column Name	Description
S. No.	[Display] This column displays the serial number of the card which is maintained.
Card No.	[Display] This column displays the number of the card which is maintained.
Card Type	[Display] This column displays the type of the card which is maintained.
Issue Date	[Display] This column displays the date on which the card is issued.
History Posting Date	[Display] This column displays the history posting date of the card which is maintained.
From Status	[Display]



This column displays the initial status of the card.

To Status[Display]This column displays the changed status of the card after modification.

- 7. Click the **Ok** button.
- 8. The system displays the message "Record Added...Authorization Pending...Click Ok to Continue". Click the **Ok** button.
- 9. The new card details are added once the record is authorized.



# 1.7. CM04 - Card Activation

Using this option the bank can activate a card which has status as lost, unblock, generated, mailed or blocked.

The status of the card is changed using the **Card Status Change** (Fast Path: CM03) option as per the functional requirement. Cards having status as active and generated are changed to some other status like lost, block etc through this option.

#### **Definition Prerequisites**

- Customer Definition
- Customer to Card linkage

#### **Modes Available**

Modify, Cancel, Authorize. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To activate a card

1. Type the fast path CM04 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card Activation.

Card Activation					
Search Criteria :	Customer Short Name	Search String :	AMIT		
IC :	DLS123	ID :	600886		Home Branch : 999
ull Name :	AMITABH H BACCHAN	Short Name :	DLS123		
ard No :	999123000085				
urrent Status :	Generated	1 V			
lew Status :	Active	~			
comments :	CARD ACTIVATED				
- Record Details — Input By	Authorized By	Last Mnt. Date		Last Mnt. Actic	on Authorized



Field Name	Description
Search Criteria	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	Customer short name: The short name of the customer.
	<ul> <li>Customer IC: The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>
	Customer ID: The unique identification given by the bank.
Search String	[Mandatory, Alphanumeric, 20]
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria</b> field.
	If the search criterion is specified as customers short name or IC then any letter of the short name or IC can be entered. The system displays the pick list of all those customers having those letters in their respective criteria. Choose the appropriate customer from the existing customer list.
	For example, if the customer's short name is George Abraham. One can search the above customer by entering Geo in the <b>Search String</b> field.
IC	[Display]
	This field displays the identification code of the customer.
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.
ID	[Display]
	This field displays the ID of the customer.
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and the customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.
Home Branch	[Display]
	This field displays the short name of the branch, where the customer's account is opened.
	The customer signature record and the other customer papers are kept in this branch.
	These short names are maintained in the Branch Master



	Maintenance (Fast Path: BAM03) option.			
Full Name	[Display] This field displays the full name of the customer. The full name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option.			
Short Name	[Display] This field displays the short name of the customer. The short name of the customer is defaulted from the <b>Customer</b> <b>Addition</b> (Fast Path: 8053) option.			
Card No	[Mandatory, Pick List] Select the number of the card whose status has to be changed from the pick list.			
Current Status	[Display] This field displays the current status of the selected card.			
New Status	[Display] This field displays the new status. The new status will be Active.			
Comments	[Optional, Pick List] Select the reason for changing the card status from the pick list. The user can also enter the comments.			
3. Select the Modify	mode.			
4. Select the search	Select the search criteria from the drop-down list.			

- 5. Type the search string and press the **<Tab>** key.
- 6. Select the card number from the pick list.
- 7. The system displays current status and new status of the card.
- 8. Select the comment from the pick list or enter the relevant comment.

## **Card Activation**



Search Criteria :	Customer Short Name			
		Search String :	AMIT	
IC :	DLS123	ID :	600886	Home Branch : 999
Full Name :	AMITABH H BACCHAN	Short Name :	DLS123	
Card No :	999123000085			
Current Status :	Generated	~		
New Status :	Active	~		
Comments :	CARD ACTIVATED			
Descend Date "				
<ul> <li>Record Details — Input By</li> </ul>	Authorized By	Last Mnt. Date	Last Mnt. Action	n Authorized
TJAMES	SJAMES	31/08/2006 18:25:30	Authorize	
O Add O Modif	fy ODelete OCancel	O Amend O Autho	rize O Inquiry	Ok Close Clear

- 9. Click the **Ok** button.
- 10. The system displays the message "Record Modified...Authorisation Pending...Click Ok to Continue". Click the **Ok** button.
- 11. The card is activated once the record is authorized.

**Note**: Cards having current status as Generated, Lost, Unblock, Blocked and Mailed are only allowed to be activated.



# 1.8. CM03 - Card Status Change

Using this option the bank can change the status of a card as per the functional requirement. The bank may receive a customer request to block an issued card due to theft/lost/damage. Once the card is found and customer requests for activation the same is also facilitated in this maintenance. The various card status are available with the user :

- Active
- Lost
- Unblock
- Generated
- Mailed
- Blocked

**Note**: Cards having current status as active and generated are only allowed to change status. The new status can be changed to lost, damaged and mailed.

#### **Definition Prerequisites**

- 8053 Customer Addition
- CM01 Card Maintenance

#### **Modes Available**

Modify, Cancel, Amend, Authorize. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To modify the card status

- 1. Type the fast path CM03 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card Status Change.
- 2. The system displays the Card Status Change screen.

#### **Card Status Change**



Card Status Cha	nge				
Search Criteria :	Customer Short Name	💌 Search String	a ·	]	
IC :		ID :		Home Branch :	
Full Name :		Short Name	1		
Card No :					
Current Status :		~			
New Status :		~			
Comments :					
_ Record Details _	50 M M	2000	20 2.40% M	57 50% - <sup>94</sup>	
Input By	Authorize	d By	Last Mnt. Date	Last Mnt. Acti	
Add O Mo	dify 🔷 Delete	O Cancel O Amend	O Authorize	Inquiry	Ok Close Clear

Field Name	Description
Search Criteria	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	Customer short name: The short name of the customer.
	<ul> <li>Customer IC: The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>
	Customer ID: The unique identification given by the bank.
Search String	[Mandatory, Alphanumeric, 20]
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria</b> field.
	If the search criterion is specified as customer's short name or IC then any letter of the short name or IC can be entered. The system displays the pick list of all those customers having those letters in their



	respective criteria. Choose the appropriate customer from the existing customer list.
	For example, if the customer's short name is George Abraham. One can search the above customer by entering Geo in the <b>Search String</b> field.
IC	[Display]
	This field displays the identification code of the customer.
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.
ID	[Display]
	This field displays the ID of the customer.
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and the customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.
Home Branch	[Display]
	This field displays the short name of the branch, where the customer's account is opened.
	The customer signature record and the other customer papers are kept in this branch.
	These short names are maintained in the <b>Branch Master</b> Maintenance (Fast Path: BAM03) option.
Full Name	[Display]
	This field displays the full name of the customer.
	The full name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Short Name	[Display]
	This field displays the short name of the customer.
	The short name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Card No	[Mandatory, Pick List]
	Select the number of the card whose status has to be changed from the pick list.
Current Status	[Display]
	This field displays the current status of the selected card.
New Status	[Mandatory, Drop Down]



Select the new status for the card from the drop-down list.

Comments[Optional, Pick List]Select the reason for changing the card status from the pick list.The user can also enter the comments.

- 3. Click the **Modify** button.
- 4. Select the search criteria from the drop-down list.
- 5. Enter the search string and press the **<Tab>** key.
- 6. Select the customer from the pick list.

#### **Card Status Change**

Search Criteria : Customer Id   Search String : 600903 IC : 123546879 ID : 600903 Home Branch : 9999 Full Name : ABDUL NARAYAN GOMES Short Name : ABDUL NARAYAN GOMES Card No : REF000000042 Current Status : Active V New Status : Active V Comments : FOR BATCH DCMS	
IC : 123546879 ID : 600903 Home Branch : 9999 Full Name : ABDUL NARAVAN GOMES Short Name : ABDULNARAYANGOMES Card No : REF000000042 Current Status : Active  New Status : Active	
Full Name :     ABDUL NARAYAN GOMES     Short Name :     ABDUL NARAYANGOMES       Card No :     REF000000042        Current Status :     Active       New Status :     Active	
Card No : REF000000042	
Current Status : Active   New Status : Active	
New Status : Active	
Comments : FOR BATCH DCMS	
Record Details	
Input By Authorized By Last Mnt. Date Last Mnt. Action Authorized	
TSWAPNILM 14/05/2008 10:25:28 Authorize	
Add Modify Delete Cancel CAmend CAuthorize CInquiry Ok Close	Clear

- 7. Click the **Ok** button.
- 8. The system displays the message "Record Modified...Authorization Pending...Click Ok to Continue". Click the **Ok** button.
- 9. The card status is modified once the record is authorized.



# 1.9. CM05 - Card Unblocking

Using the **Card Unblocking** option the bank can unblock a card which has been blocked due to PIN number validations.

#### **Definition Prerequisites**

- Customer Definition
- Customer to Card linkage

#### Modes Available

Modify, Cancel, Authorize. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To unblock a card

- 1. Type the fast path CM05 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card Unblocking.
- 2. The system displays the **Card Unblocking** screen.

#### **Card Unblocking**



Card Unblocking					
Search Criteria :	Customer Short Name	<ul> <li>Search String :</li> </ul>	amita		
IC :	DLS123	ID :	600886	Home Branch : 999	
Full Name :	AMITABH H BACCHAN	Short Name :	DLS123		
Card No :	999001110001				
Current Status :	Active	2			
New Status :		-			
Comments :	Card Blocked				
– Record Details – Input By	Authorized By	Last Mnt. Da		Last Mnt. Action	Authorized
TPRAVIN	SPRAVIN	28/07/2006 1	7:18:47	Authorize	M
C Add C Moo	dify © Delete C Cancel	© Amend	C Authorize	© Inquiry	Ok Close Clear

Field Name	Description
Search Criteria	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	Customer short name: The short name of the customer.
	<ul> <li>Customer IC: The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>
	Customer ID: The unique identification given by the bank.
Search String	[Mandatory, Alphanumeric, 20]
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria</b> field.
	If the search criterion is specified as customers short name or IC then any letter of the short name or IC can be entered. The system displays



	the pick list of all those customers having those letters in their respective criteria. Choose the appropriate customer from the existing customer list.
	For example, if the customer's short name is George Abraham. One can search the above customer by entering Geo in the <b>Search String</b> field.
IC	[Display]
	This field displays the identification code of the customer.
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.
ID	[Display]
	This field displays the ID of the customer.
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.
Home Branch	[Display]
	This field displays the short name of the branch, where the customer's account is opened.
	The customer signature record along with other customer papers will reside in this branch
	These short names are maintained in the <b>Branch Master</b> <b>Maintenance</b> (Fast Path: BAM03) option.
Full Name	[Display]
	This field displays the full name of the customer.
	The full name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Short Name	[Display]
	This field displays the short name of the customer.
	The short name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Card No	[Mandatory, Pick List]
	Select the number of the card whose status has to be changed from the pick list.
Current Status	[Display]
	This field displays the current status of the selected card.



[Mandatory, Drop-Down]
Select the new status for the card from the drop-down list.
[Optional, Pick List]
Select the reason for changing the card status from the pick list.
The user can also enter the comments.

- 3. Select the **Modify** mode.
- 4. Select the search criteria from the drop-down list.
- 5. Type the search string and press the **<Tab>** key.
- 6. Select the card number from the pick list.
- 7. Select the new status of the card from the drop-down list.
- 8. Select the comment from the pick list or enter the relevant comment.

#### Card Unblocking

Card Unblocking					
Search Criteria :	Customer Short Name	Search String :	amita		
IC :	DLS123	ID :	600886	Home Branch : 999	
Full Name :	AMITABH H BACCHAN	Short Name :	DLS123		
Card No :	999001110001	· · · ·			
Current Status :	Active				
New Status :	UnBlock				
Comments :	Card Blocked				
<ul> <li>Record Details — Input By</li> </ul>	Authorized By	Last Mnt. Date	9	Last Mnt. Action	Authorized
TPRAVIN	SPRAVIN	28/07/2006 17		Authorize	R
11 ISESTIN	OF BAYIN	120/01/2000 17	19.77	Multionee	Di
C Add C Mo	dify © Delete C Cancel	C Amend	C Authorize	Inquiry	Ok Close Clear

9. Click the **Ok** button.



- 10. The system displays the message "Record Modified...Authorisation Pending...Click Ok to Continue". Click the **Ok** button.
- 11. The card status will be changed once the record is authorized.



# 1.10. CM10 - Card and Random Number Status Change

The **Card and Random Number Status Change** option is used to change the status of the card. You can change to the following status:

- Block Card
- Block Random Number
- Activate Card
- Activate Random Number

#### **Definition Prerequisites**

Not Applicable

#### Modes Available

Modify, Cancel, Authorize, Inquiry. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To modify status of card and random number

- 1. Type the fast path CM10 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card and Random Number Status Change.
- 2. The system displays the Card and Random Number Status Change screen.

#### **Card and Random Number Status Change**



Card and Random	I Number Status Change				
Search Criteria 1:	Katakana/Kanji name(WildCard matc 👻	Search Criteria 2:	Date of Birth[YYYYMMDD]	~	_
Search String 1:	1	Search String 2:			
IC :	9990000773	ID :	605264		
Home Branch :	999				
Full Name :	rahul rs	Short Name :	а		
Kana Name :	rahul rs				
Kanji Name :	vaibhavag1 rs				
Home Phone :	458796536	Mobile Phone :	8574965		
Date of birth :	1981-02-19				
Card No :	9990000773-01				
Card Status :	Issued V	Random Number status	Issued		
Action :	Activate Card		Research Control of Co		
Comments :					
Record Details	Authorized By	Last Mnt. Date	Last Mnt. Action	Authorized	1
TRANJAN	SRANJAN	24/04/2007 16:06:38	Authorize	<b>V</b>	
Add   Mod	lify O Delete O Cancel	O Amend O Authorize O	Inquiry	Ok Close	Clear

Field Name	Description
Search Criteria 1	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	<ul> <li>Customer IC (Complete Match): The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>
	<ul> <li>Katakana/Kanji Name (Complete Match): The entered name will be checked in the NLS master full name. A complete match of full name is Katakana/Kanji name.</li> </ul>
	<ul> <li>Katakana/Kanji Name (WildCard Match): The entered name will be checked in the NLS master full name. A wildcard match of full name is Katakana/Kanji name.</li> </ul>
	<ul> <li>Katakana (Single Byte):The entered name will be checked in the Customer Master. A single byte match of full name is katakana name.</li> </ul>
Search String 1	[Mandatory, Alphanumeric, 20]



	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria 1</b> field.						
Search Criteria 2	[Optional, Drop-Down]						
	Select the search criteria to search for the customer from the drop- down list.						
	The options are:						
	Date of Birth (YYYYMMDD) (Complete Match)						
	Mobile No (WildCard Match)						
	Home Phone (WildCard Match)						
Search String 2	[Mandatory, Alphanumeric, 20]						
-	The search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria 2</b> field.						
	If the search criterion is specified as home phone number or mobile number then any letter of the home phone number or mobile number can be entered. The system displays the pick list of all those customers having those letters in their respective criteria. Choose the appropriate customer from the existing list.						
IC	[Display]						
	This field displays the identification code of the customer.						
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.						
ID	[Display]						
	This field displays the ID of the customer.						
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and the customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.						
Home Branch	[Display]						
	This field displays the short name of the branch, where the customer's account is opened.						
	The customer signature record and the other customer papers are kept in this branch.						
	These short names are maintained in the <b>Branch Master</b> Maintenance Fast Path: BAM03) option.						
Full Name	[Display]						
	This field displays the full name of the customer.						
	The full name of the customer is defaulted from the Customer						



	Addition (Fast Path: 8053) option.							
Short Name	[Display]							
	This field displays the short name of the customer.							
	The short name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.							
Kana Name	[Display] This field displays the kana name of the customer for whom the card i maintained.							
Kanji Name	[Display] This field displays the kanji name of the customer for whom the card is maintained.							
Home Phone	[Display] This field displays the home phone number of the customer for whom the card is maintained.							
Mobile phone	[Display] This field displays the mobile phone number of the customer for whom the card is maintained.							
Date of birth	[Display] This field displays the birth date of the customer for whom the card is maintained.							
Card No	[Mandatory, Pick List]							
	Select the card number from the pick list.							
	The card number of which status has to be changed.							
Card Status	[Display]							
	This field displays the current status of the selected card.							
	It displays the status of the card as the card number is selected in the <b>Card No</b> pick list.							
Random Number	[Display]							
status	This field displays the current status of the selected random number.							
	It displays the status of the random number as the card number is selected in the <b>Card No</b> pick list.							
Action	[Mandatory, Drop-Down]							
	Select the action to be performed on the card from the drop-down list.							
	The options are:							
	Block Card							
	Block Random Number							
	Activate Card							
	Activate Random Number							



# Comments [Optional, Pick List] Select the reason for changing the card and random number status from the pick list. The user can also enter the comments.

- 3. Click the **Modify** button.
- 4. Select the search string, type the search criteria and press the **<Tab>** key.
- 5. Enter the other relevant information.

#### **Card and Random Number Status Change**

Search Criteria 1:	Katakana/Kanji name(WildCard matc 😒	Search Criteria 2:	Date of Birth[YYYYMMDD]	~
Search String 1:	1	Search String 2:		
C :	9990000773	ID :	605264	7
lome Branch :	999			
ull Name :	rahul rs	Short Name :	a	
ana Name :	rahul rs			
anji Name :	vaibhavag1 rs			
ome Phone :	458796536	Mobile Phone :	8574965	
ate of birth :	1981-02-19			
ard No :	1000000770 01			
	9990000773-01			
ard Status :	lioudu	Random Number status	: Issued 🔛	
ction : comments :	Activate Card			

- 6. Click the **Ok** button.
- 7. The system displays the message "Record Modified...Authorisation Pending.. Click Ok to Continue?". Click the **OK** button.
- 8. The card and random number status is changed once the record is authorized.



# 1.11. CM16 - Card Transaction Inquiry

Using the card transaction inquiry screen, all the financial and non-financial transactions done on a card can be enquired.

Financial transactions include all the transactions done using the card on an account.

Non-financial transaction includes below:

- Customer card maintenance (FP: CM12)
- Card-Multi currency account linkage (FP: CM13)
- Card PIN Modification/Reset (FP: CIM15)
- Attribute Application on card (FP: APM04)

#### For Card Transaction inquiry

- 1. Type the fast path CM16 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card Transaction Inquiry.
- 2. The system displays the Card Transaction Inquiry screen.

#### **Card Transaction Inquiry**

Card Transact	tion Inquiry*								🚳 👔 🗙
Card Number :*			]						
Search On :	Financia	Transactions	~						
MCA No :				MCA Title :					
From Date :	21/09/2	013		To Date :	21/09/2013				
Einanacial Tranca	ctions Nee Figure	acial Transactions							
				Account					
Serial No	MCA No.	Sub Account No	. Deposit No.	Account Currency	Transaction Date	Posting Date	Transaction Narrative	Dr	/Cr T
0 /0									
•									Þ
Card	Changes Dir.	Chanua	est Data Eov. d	Deres	insting Tasky wards	Tauantar	Pin Validation Service Charge	Geeshus 7	avellers Cheque
Card	Change Pin	Cheque Co	ost Rate FCY C	lange Denom	ination Instrument	Inventory	Pin Validation Service Charge	Signature Ti OK Close	Clear
							00/	Close	Cicai



Field Name	Description
Card Number	[Mandatory, Input, Numeric] Enter the card number for which the inquiry is to be done.
Search On	[Mandatory, Drop down] Default value - Financial Transactions Two drop down values - • Financial Transactions • Non-financial Transactions
MCA No.	[Mandatory, Pick list] This field displays the MCA number for the selected card. Enter a valid MCA no.
MCA Title	[Display] This field displays the ID of the customer.[Display] Title of the MCA account is displayed after MCA number is inputted.
From date	[Mandatory, Date] Enter the From date. From Date cannot be greater than the current posting date.
To date	[Mandatory, Date] Enter the To date. To Date cannot be greater than the current posting date.
Financial Transactions	
Serial No.	[Display] This field displays the serial number for selected card.
MCA No.	[Display] This field displays the MCA number for selected card.
Sub Account No.	[Display] This field displays the sub account number for selected card.
Deposit No.	[Display] This field displays the deposit No of the selected card.
Account Currency	[Display] This field displays the account Currency for selected card.
Transaction date	[Display] This field displays the transaction date for selected card.



Posting date	[Display]
	This field displays the posting date for selected card.
Transaction Narrative	[Display]
	This field displays the transaction narrative for selected card.
Dr/Cr	[Display]
	This field displays the Dr/Cr for selected card.
Transaction Amount	[Display]
	This field displays the transaction amount for selected card.
Transaction Currency	[Display]
	This field displays the transaction currency for selected card.
Reference No.	[Display]
	This field displays the reference number for selected card.
Non-Financial Transact	ions
Serial No.	[Display]
	This field displays the serial number for selected card.
MCA No.	[Display]
	This field displays the MCA Number for selected card.
Event Type	[Display]
	This field displays the event type for selected card.
Transaction date	[Display]
	This field displays the transaction date for selected card.
Transaction Narrative	[Display]
	This field displays the transaction narrative for selected card.



#### Teller ID

[Display]

This field displays the Teller ID for selected card.

# Transaction branch [Display]

This field displays the transaction branch for selected card.

- 3. Enter the appropriate Card number and other details.
- 4. Click the OK button. The system displays transaction details for that particular card number.



# 1.12. CM15 - Card PIN Modification Reset

This function is used for modification or reset of Card PIN.

PIN modification flow is as below:

- 1. Select PIN modification option.
- 2. Enter Old PIN number.
- 3. Enter the new PIN number twice (no validation done for PIN number entered).
- 4. On clicking OK, Validation of attributes at debit card will be done.
- 5. If no attributes are placed then PIN number of the Debit Card will be modified else it will fail.

PIN Reset flow is as below:

- 6. Select PIN reset option
- 7. Enter the new PIN number twice (no validation done for PIN number entered)
- 8. On clicking OK, Validation of attributes at debit card will be done.
- 9. If 'Card PIN Loss Reporting' attribute is placed then PIN number of the Debit Card will be modified else it will fail.
- 10. The bank is required to manually delete the debit card current attribute 'Card PIN Loss Reporting' using "Attribute Application Screen" (FP: APM04).

#### To reset card PIN

- 1. Type the fast path CM15 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card PIN Modification Reset.
- 2. The system displays the Card PIN Modification Reset screen.



### Card PIN Modification Reset

Card PIN Modific	cation/Reset	*										🚳 🛿 🗙
O PIN Modify	0.0	PIN Reset										
		2. Tredet										
Card Number :*												
Card Type :												
Description :												
Old PIN Number :												
PIN 1st Attempt :												
PIN 2nd Attempt :												
Embossed Name :												
Issue Date :		ø										
Card C	Change Pin	Cheque	Cost Rate	FCY Change	Denomination	Instrument	Inventory	Pin Validation	Service Charg	ge Sign OK	ature Ti	avellers Cheque

Field Name	Description
Pin Modify	[Mandatory, Input, Numeric] Enter the card number for which the inquiry is to be done.
Pin Reset	[Mandatory, Radio button] This field displays to reset pin or not
Card Number	[Mandatory, Numeric, 20] This field displays Card Number.
Card Type	[Mandatory, Pick list, Character, 10] This field displays Card type. After input the Card Number, Card Type should be shown
Description	[Mandatory, Character, 36]



	This field displays Card type description. After input the Card Number, Description should be shown
Old PIN Number	[Mandatory, Numeric, 10] This field displays Old Pin Number. Disabled when "Reset" radio is selected.
PIN 1st Attempt	[Mandatory, Numeric, 10] This field displays 1st attempt Pin Number.
PIN 2nd Attempt	[Mandatory, Numeric, 10] This field displays 2nd attempt Pin Number.
Embossed Name	[Mandatory, Character, Output, 36] This field displays Embossed Name.
Issue Date	[Mandatory, Date Output, 8] This field displays issue date

3. Click the OK button. The system will reset the Card PIN.



# 1.13. CM13 - Card - Multi Currency Account Linkage

Using this option card can be linked or delinked to an MCA. One MCA can be linked to ten cards at a time. One card can also be linked to multiple MCA of same module but different Business types. This option also allows re-issuance of debit card to the MCA. For re-issuance of debit card enter the currently linked debit card number based on which the status of the debit card will be displayed.

#### **Definition Prerequisites**

• The maintenance screen of card and MCA

#### Modes Available

Add, Modify, Delete, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To link or delink the card with the MCA

- 1. Type the fast path CM13 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Card - Muti Currency Account Linkage.
- 2. The system displays the Card Muti Currency Account Linkage screen.



Card-Muti Currency	Account Linkage*								🇞 👔 🗙
<ul> <li>Link</li> </ul>	🔘 Delink								
Re-link :									
Current Debit Card No:		_							
Card Number :									
InventoryNo :									
Card Type :									
MCA Number :									
MCA Title :									
Multi Currency Package	:								
Module :									
Home Branch :									
Default MCA :									
Card Chan	ge Pin Cheque (	Cost Rate FCY Change	Denomination	Instrument	Inventory	Pin Validation	Service Charge	Signature	Travellers Cheque
							UDF	ОК С	lose Clear

#### Card - Muti Currency Account Linkage

Field Name	Description
Link	[Optional, Radio button]
	Select the radio button for issue and re-issue of debit card.
	By default, the radio button is selected.
Delink	[Optional, Radio Button] Select the <b>Delink</b> radio button to delink the card to the MCA.
Re-Link	[Optional, Check Box]
	Select the Re-link checkbox to re-link the debit card.
Current Debit Card No.	[Conditional, Alphanumeric] Type the original card number for re-issuance of a card.



	This field is mandatory if <b>Re-issue</b> check box is selected.
Card Number	[Mandatory, Numeric, 20] Type the card number that has to be linked or delinked for the MCA. The card will be linked to MCA based on the MCA business type. i.e. multiple MCA of same module but different business types can be linked to a Card.
Card Type	[Conditional, Numeric, 16, Pick List] Type Or Select the card type which is to be linked or delinked to the card. This field is a input field, if the <b>Link</b> radio button is selected. The card type is maintained in the day zero table. This field is a pick list, if the <b>Delink</b> radio button is selected.
MCA Number	[Conditional, Numeric, 16, Pick List] Type Or Select the MCA number which is to be linked or delinked to the card. This field is a pick list, if the <b>Delink</b> radio button is selected. This field is a input field, if the <b>Link</b> radio button is selected.
MCA Title	[Display] This field displays the MCA title.
Multi Currency Package	[Display] This field displays the multi currency package.
Module	[Display] This field displays the module.
Home Branch	[Display] This field displays the home branch.
Default MCA	[Conditional, Check Box] Select the <b>Default MCA</b> check box to link the CASA account as default MCA for the linked card. This field is enabled if the selected MCA is CASA account.

- 3. Select the radio button.
- 4. Enter the relevant details.



Card-Muti Curre	ency Accour	nt Linkage*									🚳 🛿 🗵
💽 Link	🔿 De	link									
Re-link :		Current Debit Card	No: 2428444	1818838998903	Current Del	oit Card Status: N	ORMAI				
Card Number :		54556666666666		tatus : NORMAL			0.0.12				
Card Type :		Debit Card									
MCA Number :		000000033791									
MCA Title :	ALEXM										
Multi Currency Pack		Retail Package 12									
Module :	СН										
Home Branch :	9999	Head Office									
Default MCA :	<b>V</b>		]								
Card	Change Pin	Cheque	Cost Rate	Denomination	Instrument	Inventory	Pin Validation	Service Charge	Signature	Trave	lers Cheque
								UDF	ОК	Close	Clear

#### Card - Muti Currency Account Linkage

- 5. Click the **Ok** button.
- 6. The system displays the message "Record Modified...Authorisation Pending..Do you want to continue". Click the **OK** button.
- 7. The linking or delinking of card with MCA is done once the record is authorised.



# 1.14. CM14 - Card Type Master Maintenance

The card type master allows to define various card types.

#### **Definition Prerequisites**

Not Applicable

#### Modes Available

Add By Copy, Add, Modify, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to <u>Standard Maintenance Procedures</u>.

#### To add a Card type

- 1. Type the fast path CM14 or click Go or navigate through the menus to Global Definitions >Customer Transactions>Card Type Master Maintenance
- 2. The system displays the Card Type Master Maintenance screen.

Card Type Master	r Maintenance*						Part 10 10 10 10 10 10 10 10 10 10 10 10 10	X
Card Type ID : * Card Type Name :*								
Remarks:								
Record Details — Input By		Authorized By		Last Mnt. Date	Last Mnt. Action		Authorized	d
Add By Copy	💿 Add 🔵 Modify	🔵 Delete 🔵 Cancel	🔾 Amend 🔵 Author	ize 🔵 Inquiry	UDF	Ok Cla		Ilear

- 3. Enter the Card Type Id .
- 4. Enter Card Type Name



Field Description Field Name	Description
Card Type ID	[Alphanumeric, Text box]
	Type the card type ID in this field .
Card Type Name	[Alphanumeric, Text box]
	Enter the card type Name in this field .

Card Type Maste	r Maintenance*			🚳 🚺 🗴
Card Type ID : * Card Type Name :*	TransCard			
Remarks:				
Record Details — Input By	Authorized By	Last Mnt. Date	Last Mnt. Action	Authorized
Add By Copy	Add O Modify Delete O Cancel O A	mend 🔿 Authorize 🔵 Inquiry	UDF	Close Clear

-

- Click on OK button
   The record will be added successfully, you will be prompted with the message " Record Added, Authorization pending ...
   Click OK and authorize the transaction using the supervisor login.



# 1.15. CMM01 - Card- MCA Linkage Maintenance

Using this option you can maintain and inquiry for MCA linked to a card . The CASA MCA can be set as by default. The modification of the default MCA will be allowed only if the card is having multiple CASA MCA linked to it. If the Card is having only one CASA , it has to be set as default at the time of linkage itself.

The RD MCA details and TD MCA details are enabled under inquiry mode.

#### **Definition Prerequisites**

• The maintenance screen of card and MCA

#### Modes Available

Inquiry. For more information on the procedures of every mode, refer to **Standard Maintenance Procedures**.

#### To maintain card- MCA linking

- 1. Type the fast path CMM01 and click Go or navigate through the menus to Global Definition > Master > Card MCA Linkage Maintenance.
- 2. The system displays the Card MCA Linkage Maintenance screen.

#### Card - MCA Linkage Maintenance



Card-MCA Linkag	e Maintenance*					🚳 🚺 🗙
Card Number:		. Card Type & Desc:				
CASA MCA Details	TD MCA Details RD MCA Details					_
MCA No.	MCA Title	Home Branch Multi	Currency Package	Default MCA		
Remarks:						
Record Details						
Input By	Authorized By	Last	: Mnt. Date	Las	t Mnt. Action	Authorized
Add By Copy		el 🔿 Amend 🔿 Authorize 🧿	) Inquiry		UDF Ok	Close Clear

### **Field Description**

Field Name	Description
Card Number	[Mandatory, Numeric,20] Type the card no. for which MCA linkage has to be maintained
Card Type & Description	[Display] This field displays the stock code defined under stock type card in <b>Stock</b> <b>Code and Description</b> (FP: IVM01).

3. Enter the card number. The system displays the card type and description.

### Card - MCA Linkage Maintenance



Card-MCA Linkage Mai	ntenance*									🇞 👔 🗵
Card Number: 75	574786275741212		Card Type & Desc:	738	Debit	Card				
CASA MCA Details TD MC	CA Details RD MCA Details									
									7	
MCA No. 000000033791	MCA Title Retail Package 12	Home Branch 9999	Multi Currency Pack	age D	efault MCA					
000000033791	Retail Package 12	9999	5212		true					
Remarks:										
Record Details	Authorized By		Last Mnt. Date			Last Mnt. A	ction		Authori	zed
Add By Copy Ad			horize 💿 Inquiry				UDF	Ok	Close	Clear

4. Click the CASA MCA Details tab to view the CASA MCA linkage details.



#### **CASA MCA Details**

ard-MCA Linkage	Maintenance*						R 🔁
rd Number:	440400011000002255	50	Card Type	e & Desc: 738	Debit Card		
ASA MCA Details	TD MCA Details RD MCA I	Details					
MCA No.	MCA Title		Home Branch	Multi Currency Package	Default MCA		
21000007000	014 CASA Retail 1003	8 RMB	5	1038	true		
marks:							
marks: ecord Details							
	Auth	norized By		Last Mnt. Date		Last Mnt. Action	Authorized
ecord Details —	Auth	orized By		Last Mnt. Date		Last Mnt. Action	Authorized

Field Name	Description
MCA No	[Display] This field displays the MCA number.
MCA Title	[Display] This field displays the MCA title of the account number.
Home Branch	[Display] This field displays the home branch of the MCA.
Multi Currency Package	[Display] This field displays the multi currency package.
Default MCA	[Optional, Check Box] Select the <b>Default MCA</b> check box to specify whether the account is



default MCA.

5. Click the **TD MCA Details** tab to view the TD MCA linkage details.

with Number:       1426444333333999903       Crid Type B.Dest:       728       Debit Card         XBA MCA Debits       TO MCA Debits       To MCA Tells       Home Branch       Multi Currency Peckage         210000157900022       50001 Retail       9999       5001		enance*					ão 🚺
Image:							
MCA No.         MCA Title         Home Branch         Multi Currency Package           220000157900021         50001 Retail         9999         5001	ard Number: 2428	4441818838998903	Card Type	& Desc: 738	Debit Card		
MCA No.         MCA Title         Home Branch         Multi Currency Package           220000157900021         50001 Retail         9999         5001							
210000157900021         5001 Retail         9999         5001	ASA MCA Details	Details RD MCA Details					
210000157900021         5001 Retail         9999         5001							
emarks: tecord Detais ut 6y Lest Mnt. Dete Lest Mnt. Acton Authorized							
Least Mnt. Date         Last Mnt. Action         Authorized	210000157900021	50001 Retail	9999	5001			
eccord Details Dut By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details ut By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details ut By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details ut By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
cord Details t By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
cord Details t By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
cord Details t By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
cord Details t By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ecord Details It By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
ut By Authorized By Last Mnt. Date Last Mnt. Action Authorized	marks:						
ut By Authorized By Last Mnt. Date Last Mnt. Action Authorized							
	acord Datails						
		Authorized By		Last Mnt. Date	Last Mnt. Action	Authoria	red

### **Field Description**

Field Name	Description
MCA No	[Display] This field displays the MCA number.
MCA Title	[Display] This field displays the MCA title of the account number.
Home Branch	[Display] This field displays the home branch of the MCA.
Multi Currency Package	[Display]

### **TD MCA Details**



This field displays the multi currency package.

6. Click the **RD MCA Details** tab to view the RD MCA linkage details.

D MCA Det	ails							
Card-MCA Linkage Ma	intenance*							🇞 🛛 🕻
Card Number:	24284441818838998903	Card Type	& Desc: 738	Debit Card				
CASA MCA Details TD N	1CA Details RD MCA Details							
MCA No.	MCA Title	Home Branch	Multi Currency Package					
210000157900031	RD MCA PACKAGE FOR PF	9999	1202					
Remarks:								
Record Details								
nput By	Authorized By		Last Mnt. Date	Last Mnt.	Action		Authoriz	ed
Add By Copy 💦 🔿	dd 🔿 Modify 🔿 Delete 🔿 Can	cel 🔿 Amend 🔿 Aut	horize 💿 Inquiry		UDF	Ok	Close	Clear

Field Name	Description
MCA No	[Display] This field displays the MCA number.
MCA Title	[Display] This field displays the MCA title of the account number.
Home Branch	[Display] This field displays the home branch of the MCA.
Multi Currency Package	[Display]



This field displays the multi currency package.

- 7. Click the **Ok** button.
- 8. Click the **Close** button.



## 1.16. CM12 - Customer Card Maintenance

Using this option the bank can issue or reissue a card in batch or an online mode. The card details tab allows you to link the primary account number and the default account number to the card and modify the existing account linkage of a card.

#### **Definition Prerequisites**

• 8053 - Customer Addition

#### **Modes Available**

Add By Copy, Add, Modify, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to <u>Standard Maintenance Procedures</u>.

#### To issue or reissue a card

- 1. Type the fast path CM12 and click Go or navigate through the menus to Transaction Processing > Customer Transactions > Customer Card Maintenance.
- 2. The system displays the Customer Card Maintenance screen.

#### **Customer Card Maintenance**

Customer Card Maintenance*		🚳 🖸 🗴
Customer Search       Search Criteria :*       Customer IC :       Full Name :       Customer ID :	Search String : Home Branch : Short Name :	
Online Batch Card Product : Reissue : Card Type : Card Details Card Status History Mailing Address	Card Number : Old Card Number : Card Sequence Number :	
Embossed Name : Card Status : Language : Issue Date: Remarks :	Expiry Date :	
Remarks:  Record Details  Input By  Authorized By  Add By Copy  Add  Modify Delete C	/ Last Mnt. Date	Last Mnt. Action Authorized



Field Name	Description
Search Criteria	[Mandatory, Drop-Down]
	Select the search criteria to search for the customer from the drop- down list.
	The options are:
	Customer short name: The short name of the customer.
	<ul> <li>Customer IC: The identification criteria (IC) arrived at by the bank during customer addition.</li> </ul>
	Customer ID: The unique identification given by the bank.
Search String	[Mandatory, Alphanumeric, 20]
	Type the search string, to search for a customer, corresponding to the search criteria selected in the <b>Search Criteria</b> field.
	If the search criterion is specified as customer's short name or IC then any letter of the short name or IC can be entered. The system displays the pick list of all those customers having those letters in their respective criteria. Choose the appropriate customer from the existing customer list.
	For example, if the customer's short name is George Abraham. One can search the above customer by entering Geo in the <b>Search String</b> field.
Customer IC	[Display]
	This field displays the identification code of the customer.
	A customer IC along with customer type is a unique method of customer identification across the bank (covering all branches). Based on the combination, the system can identify the customer as an existing customer even when the customer opens a new account in another branch. A social security number, passport number, birth certificate or corporate registration can be used as a customer IC.
Customer ID	[Display]
	This field displays the ID of the customer.
	A customer ID is an identification number, generated by the system after customer addition is completed successfully. This running number, unique to a customer across the system, is generated after the system has identified the customer IC and the customer category combination to be non-existent in the system. This ID is used for searching and tracking the customer in the system.
Home Branch	[Display]
	This field displays the short name of the branch, where the customer's account is opened.
	The customer signature record and the other customer papers are kept in this branch.
	These short names are maintained in the Branch Master



	Maintenance (Fast Path: BAM03) option.
Full Name	[Display]
	This field displays the full name of the customer.
	The full name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Short Name	[Display]
	This field displays the short name of the customer.
	The short name of the customer is defaulted from the <b>Customer Addition</b> (Fast Path: 8053) option.
Card Issue Mode	[Mandatory, Radio Button]
	Select the appropriate card issue mode.
	The options are:
	• <b>Online</b> : It allows the user to issue the card in online mode. In online mode the card number needs to be specified.
	• <b>Batch</b> : It allows the user to issue card in batch mode. In batch mode, a request reference number is generated and displayed in the card number field
Card Product	[Conditional, Pick List]
	Select the card product from the pick list.
Card Number	[Mandatory, Numeric, 20]
	Select the card number from the pick list.
	In online issuing mode the card number is mandatory and will be validated against the branch inventory.
Reissue	[Optional, Check Box]
	Select the <b>Reissue</b> check box to reissue a card.
Old Card No	[Conditional, Pick List]
	Select the old card number from the pick list.
	This field is enabled if the <b>Reissue</b> check box is selected.
	In case of reissue, an old card number is mandatory and the card status is validated for Lost or Damaged status.
Card Product	[Mandatory, Pick list, Numeric, 3]
	Select the Card Product Code.
Card Type	[Mandatory, Pick list, Character, 10]
	Select the card type. Pick list containing values from Card Type Master Maintenance (FP: CM14)
Card Sequence	[Optional, Output, 1]
Number	This field displays Card Sequence Number incase card is re-issued with same card number.



- 3. Click the **Add** button.
- 4. Select the search criteria from the drop-down list.
- 5. Type the search string and press the **<Tab>** key.
- 6. Select the card product from the pick list.

#### **Customer Card Maintenance**

Customer Card Maintenance*	🚳 🛛 📈
Customer Search	
Search Criteria : Customer Short Name	Search String :
Customer IC : 10000022	Home Branch : 99999-ORACLE DEMO BAI
Full Name : AB EXPORTS	Short Name : AB EXPORTS
Customer ID : 1000000237	
	Card Number : *
Card Product :	
Reissue :	Old Card Number :
Card Type :	Card Sequence Number :
Cred Detaile	
Card Details Card Status History Mailing Address	
Embossed Name : *	
Card Status : Issued	
Language :*	
Issue Date: 21/09/2013 Expiry Date :	
Remarks : *	
Remarks:	
Record Details	
Input By Authorized By La	st Mnt. Date Last Mnt. Action Authorized
Add By Copy   Add  Modify  Delete  Cancel  Amend  Authorize	) Inquiry UDF Ok Close Clear

7. Enter the relevant information in the various tabs.



#### **Card Details**

Customer Card Maintenance*	🚳 🛛 🗵
Customer Search         Search String :         b           Search Criteria :         Customer Short Name         V         Search String :         b           Customer IC :         999988887777         Home Branch :         99999-ORACLE DE           Full Name :         BHAVESH         Short Name :         BHP           Customer ID :         1000000017         Intervention         Intervention	IMO BAI
Online      Batch Card Product :     Card Product :     Card Number :     Card Number :     Card Type :     Card Type :     Card Sequence Number :     Card Sequence Number :     Card Details Card Status History Mailing Address	
Expire Certo Status history (Halling Address)	
Remarks:	Last Mnt. Action Authorized
Add By Copy O Add O Modify Delete O Cancel O Amend O Authorize O Inquiry	UDF Ok Close Clear

Field Name	Description
Embossed Name	[Display] This field displays the name that will appear on the issued card.
Card Status	[Display] This field displays the current status of the card.
Language	[Mandatory, Drop-Down] Select the language in which the card is maintained from the drop- down list.
Issue Date	[Display] This field displays the date on which the card is issued.
Expiry Date	[Display] This field displays the expiry date of card after which the card cannot



be used.

Remarks[Optional, Alphanumeric, 120]Type the remarks for the transaction.

### **Card Status History**

Customer Card M	aintenance*			🚳 🚺 🗙
Customer Sear		Search String : b		
Search Criteria :	Customer Short Name			
Customer IC :	999988887777	Home Branch : 99999-ORACLE [	DEMO BAI	
Full Name :	BHAVESH	Short Name : BHP		
Customer ID :	100000017			
Online O Bat	ch			
Card Product :		Card Number : *		
Reissue :		Old Card Number :		
Card Type :		Card Sequence Number :		
Card Details Ca	rd Status History Mailing Address			
Change Date	From Status To Status Branch Code Teller ID	Status Change Remarks		
Remarks:				
- Record Details -				
Input By	Authorized By	Last Mnt. Date	Last Mnt. Action	Authorized
Add By Copy	Add      Modify      Delete      Cancel      Amend	🔾 Authorize 🔵 Inquiry	UDF Ok	Close Clear

Column Name	Description
Change Date	[Display] This column displays the date on which the card status was changed.
From Status	[Display] This column displays the initial status of the card.
To Status	[Display] This column displays the changed status of the card after modification.
Branch Code	[Display]



	This column displays the branch in which the change was done.
Teller ID	[Display] This column displays the teller ID of the person who made the change.
Status Change Remarks	[Display] This column displays the status change remark.

### **Mailing Address**

Customer Card Mainte	nance*			la 🛛 🕹
Customer Search				
Search Criteria : Cust	tomer Short Name	Search String : b		
Customer IC : 9999	988887777	Home Branch : 9999-ORAC	CLE DEMO BAI	
Full Name : BHAN	VESH	Short Name : BHP		
Customer ID : 1000	000017			
Online OBatch				
		Card Number : *		
Card Product :				
Reissue :		Old Card Number :		
Card Type :		Card Sequence Number :		
Card Dataila Card State	us History Mailing Address			
Card Details Card Stat	us history maning Address			
🔘 Collect 🔘 Ma	ai			
Collecting Branch :*				
Address :*				
City :*				
State :				
Phone :*				
Remarks:				
Record Details				
Input By	Authorized By	Last Mnt. Date	Last Mnt. Action	Authorized
Add By Copy 💿 Ad	ld 🔿 Modify 🔵 Delete 🔿 Cancel 🔿 Amend 🔿 /	Authorize 🔘 Inquiry	UDF Ok	Close Clear

Field Name	Description
<b>Dispatch Option</b>	[Mandatory, Radio Button]
	Select the appropriate dispatch option.
	The options are:
	Collect
	• Mail



Collecting Branch	[Conditional, Pick List]
	Select the branch in which the customer will collect the card from the pick list
	By default it will be login branch.
The following fields are e	nabled if the <b>Collect</b> button is selected
Address	[Mandatory, Alphanumeric, 35, Three lines]
	Type the address of the customer.
City	[Mandatory, Pick List]
	Select the name of the city from the pick list.
State	[Mandatory, Pick List]
	Select the name of the state from the pick list.
Phone	[Mandatory, Alphanumeric, 15]
	Type the phone number of the customer for further correspondence.

- 8. Click the **Ok** button.
- 9. The system displays the message "Record Added...Authorisation Pending..". Click the **Ok** button.
- 10. The card details are added once the record is authorized.



# 1.17. CM07 - Card Master Setup

Using this option, the bank can setup a card product with a validity period in years. You can select the following mode for issue of card:

- Online
- Batch
- Online & batch

The cards can be issued / reissued using the Card Maintenance option.

#### **Definition Prerequisites**

Not Applicable

#### Modes Available

Add By Copy, Add, Modify, Delete, Cancel, Amend, Authorize, Inquiry. For more information on the procedures of every mode, refer to <u>Standard Maintenance Procedures</u>.

#### To add a new card product

- 1. Type the fast path **CM07** and click **Go** or navigate through the menus to **Transaction Processing > Customer Transactions >** Card Master Setup.
- 2. The system displays the Card Master Setup screen.



#### **Card Master Setup**

Card Master Set	ıp*			🚳 🚺 🗙
Card Product :				
Description :				
Card Issue Mode :	Online      Batch      Online & Batch			
Card Product Validit				
Card Number Lengt	n:			
Pin Length :				
Card BIN :				
BIN Name :				
Remarks:				
- Record Details -				
Input By	Authorized By	Last Mnt. Date	Last Mnt. Action	Authorized
Add By Copy	O Add O Modify O Delete O Cancel O Amend O Authori	ze 💿 Inquiry	UDF Ok	Close Clear

### **Field Description**

Field Name	Description
Card Product	[Mandatory, Picklist, Numeric, 3] Select the card product number to setup a new card product.
Description	[Mandatory, Output, Character, 3] This field displays the description of the card product.
Card Issue Mode	After select the Card Product, Card Description will be enabled. [Mandatory, Radio Button]
	Select the mode in which the card is issued. The options are:
	Online

• Batch



• Online & Batch

Card Product Validity	[Mandatory, Numeric, Three] Type the validity period of the card product.
Card Number Length	[Mandatory, Numeric, 2] This field displays Card Number Length.
Pin Length	[Mandatory, Numeric, 3] This field displays Pin Length
Card BIN	[Mandatory, Picklist, Numeric, 6] Select Card Bin.
BIN Name	[Mandatory, Output, Character, 36] This field displays Bin Name. After selecting the Card BIN, BIN Name will be enabled.

- 3. Click the **Add** button.
- 4. Enter the card details and click the **Ok** button.



#### **Card Master Setup**

Card Master Setu	up*			ilia 🕹 🚺
Card Product :	12			
Description :*	VISA CARD			
Card Issue Mode :	Online      Batch      Online & Batch			
Card Product Validit				
Card Number Length				
Pin Length :*	4			
Card BIN :	428368			
BIN Name :	VISA Card			
Remarks:				
Record Details				
Input By	Authorized By	Last Mnt. Date	Last Mnt. Action	Authorized
Add By Copy	● Add ● Modify ● Delete ● Cancel ● Amend ● Authoriz	ze 🔘 Inquiry	UDF Ok	Close Clear

5. Click the **Ok** button to add the current record. The system displays the message "Record Added...Authorization



Card Master Setup*					🇞 🚺 🔀
Card Product : Description :* Card Issue Mode : Card Product Validity :* Card Number Length :* Pin Length :* Card BIN : BIN Name :	12 VISA CARD • Online Batch Online & Batch 10 Years 10 4 422368 VISA Card Ø Oracle Flexcube MessageBo	Authorisation Pending			
Remarks:					
Record Details					
Input By	Authorized By	Last Mnt. Date	Last Mnt.	Action	Authorized
Add By Copy 📀	Add O Modify O Delete O Cancel O Amend O Aut	thorize 🔘 Inquiry		UDF Ok	Close Clear

6. The card master details are added once the record is authorized.





Card Management User Manual

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