

Management Information System User Guide
Oracle FLEXCUBE Universal Banking
Release 12.1.0.0.0

Part No. E64763-01

September 2015

Management Information System User Guide
September 2015
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1. Preface

1.1 Introduction

This manual is designed to give you an understanding of the Management Information System module of Oracle FLEXCUBE. Apart from assisting you in generating reports, this manual guides you in the definition and maintenance of MIS classes and cost codes, MIS groups, MIS heads, MIS pools and refinancing rates. You are also taught how to define MIS details for a customer, an account class, a product and a contract.

1.2 Audience

This manual is intended for the Customer Service Representatives (CSRs) and the bank staff in charge of setting up new products in your bank.

1.3 Documentation Accessibility

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

1.4 Organization

This manual is organized as follows:

Chapter 1	<i>About this Manual</i> gives information on the intended audience. It also lists the various chapters covered in this User Manual.
Chapter 2	<i>Defining MIS Class Code</i> describes how to define MIS classes and link them to several entities.
Chapter 3	<i>Defining MIS Cost Codes</i> explains the procedure for defining and maintaining MIS cost codes.
Chapter 4	<i>Defining an MIS Group</i> describes in detail how the definition of an MIS group simplifies the process of associating an account, product or a transaction to several other entities.
Chapter 5	<i>Defining MIS Heads</i> describes the procedure for defining MIS heads. This includes the linking of an MIS head to an accounting entry, indicating whether the MIS head should be considered for refinancing and the operations that can be performed on an existing MIS head record.
Chapter 6	<i>Defining Pool Codes and Refinancing Rates</i> explains how to assign unique codes to MIS pools and how, for each pool, you can maintain refinancing rates in different currencies.
Chapter 7	<i>Making MIS Adjustments for a Pool</i> specifies the manner in which you can allocate the amounts to be reported from one MIS code to another.
Chapter 8	<i>Defining MIS details for a Customer, Account Class, Account, Product, and Contract</i> enumerates the steps that you should follow while defining MIS details for a customer, an account class, a product or a contract.

Chapter 9	<i>Reports</i> provides a list of reports that can be generated in this module and also explains their contents.
Chapter 10	<i>Function ID Glossary</i> has alphabetical listing of Function/Screen ID's used in the module with page references for quick navigation.

1.5 **Glossary of Icons**

This User Manual may refer to all or some of the following icons.

Icons	Function
	Exit
	Add row
	Delete row
	Option List

1.6 **Related Documents**

For a detailed description of all the procedures in the manual please refer to the Oracle FLEXCUBE manual on Common Procedures.

2. Defining MIS Class Codes

In simple terms, an MIS Class represents a type of entity based on which you want your reporting to be done. An MIS Class will be the most general definition for MIS reporting, under which you can have several entities.

For example, if you want reports on the profitability of accounts officers, you would define Accounts Officer as an MIS Class. Accounts Officers in your bank would report to this MIS Class. Similarly, you define Cost Center as an MIS Class if you want reports based on the cost centers in your bank. You can have the various cost centers in your bank linked to the MIS Class of Cost Center. Business Segment, Industry Segments are other examples of an MIS Class.

The definition of MIS Class renders the entire MIS reporting absolutely flexible. By defining a class of your choice, and linking several entities to it, you can generate management information as per your requirement.

In a centralized database architecture, an MIS Class is defined in the Head Office branch of your bank, and is used by all the branches on the database.

This chapter contains the following section:

- [Section 2.1, "MIS Class Maintenance"](#)
- [Section 2.2, "MIS Code Restriction Maintenance"](#)
- [Section 2.2.2, "Viewing MIS Code Restriction Summary"](#)

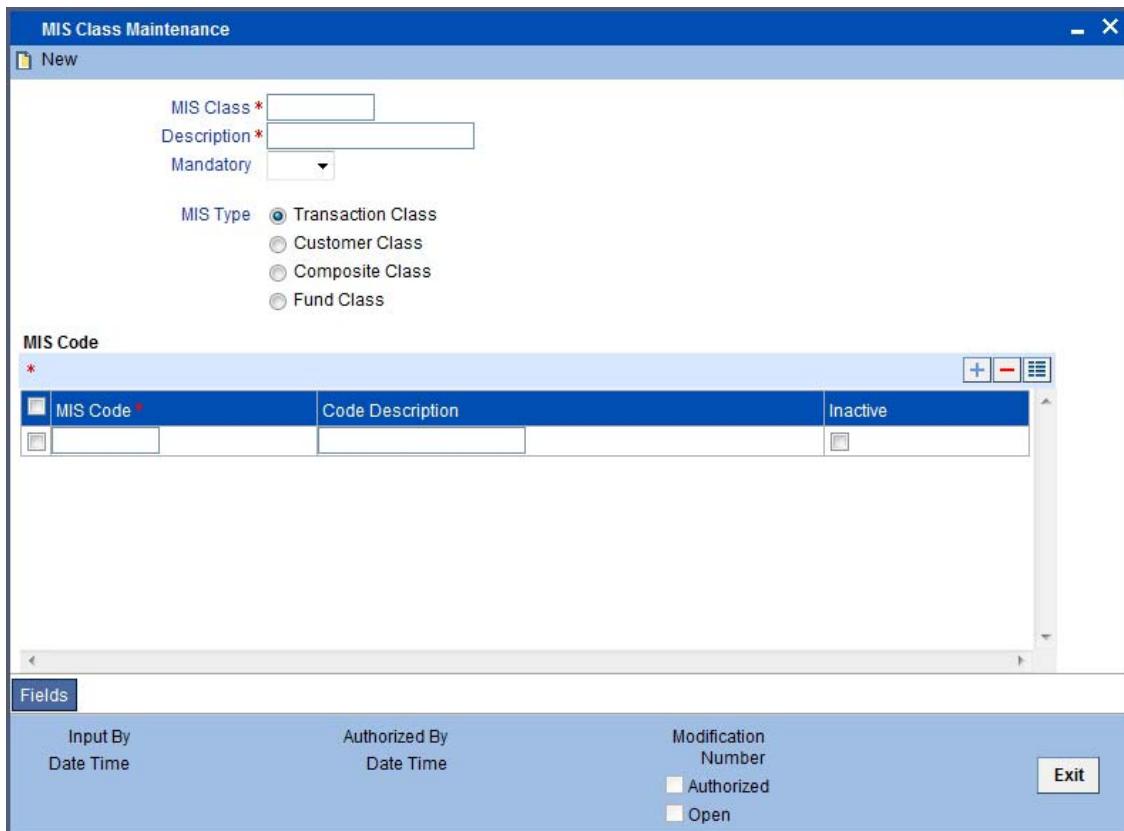
2.1 MIS Class Maintenance

This section contains the following topics:

- [Section 2.1.1, "Invoking the MIS Class Screen"](#)
- [Section 2.1.2, "Operations on the MIS Class Record"](#)

2.1.1 Invoking the MIS Class Screen

You can invoke the 'MIS Class Maintenance' screen by typing 'GLDCLSMT' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.



If you are creating a new MIS Class, select 'New' from the Actions Menu in the Application toolbar or click new icon. The 'MIS Class Maintenance' screen is displayed without any details.

If you are calling an MIS Class that has already been defined, double-click on an MIS Class from the summary screen.

MIS Type

The most basic attribute of an MIS class is the 'type' of its class. An MIS class can belong to one of the following types:

- Transaction Class
- Customer Class
- Composite Class
- Fund Class
- Allocation Class

The MIS type helps you classify your reporting based on either, a customer or a transaction. An MIS Class belonging to the Customer class type helps you generate your profitability for a customer. Similarly, MIS Class belonging to the Transaction class type helps you generate your profitability report based on transactions. A Composite class type, as the name indicates, would help you group a Customer and Transaction type classes. Choose an MIS Type for an MIS Class using the option button beside it.

Transaction Class

A Cost Centre would be a typical transaction type of MIS class. For a cost centre, you would want to generate reports for the kind of costs incurred for processing a transaction. For example, 'short term loans' may be a cost centre. For this cost centre, you can generate a report that gives the details of the cost of processing each transaction.

All the cost centres of your bank, would ideally be the different departments of your bank like short term loans, long term loans, teller, bills, etc. Each of these can be defined as MIS Codes, and linked to it.

Customer Class

You may want a profitability report based on the type of industry (manufacturing, agriculture, mining, financial institutions, etc.) to which a customer belongs. For achieving this, you would define Industries as an MIS class, and have various MIS codes linked to the class for each type of industry: manufacturing, agriculture, mining, financial institution, etc. This MIS class would be of Customer class type.

Composite Class

A 'composite' class is simply, a combination of a customer and a transaction type of MIS class. Typically, an Accounts Officer would be handling several customers, and you would want a report of the profitability of each customer. Occasionally, a customer may begin with one Accounts Officer and use a product or service that falls under some other Accounts Officer.

In such a requirement, you work backwards and create an MIS Class called Accounts Officer. All the accounts officers of your bank will be created as MIS Codes under this MIS Class. When you are generating your profitability reports, you can choose to get the figures for all the accounts officers, or for a selected few. Also, you can change the Accounts Officer that is picked up by default.

Allocation Class

You may want to view details of the expenses incurred by your bank. To do this, you can maintain Allocation Classes by which you can allocate the various expenses to different entities within your bank.

For instance, let us assume that your organization has over 2000 employees spread across four different locations (Delhi, Mumbai, Chennai, and Calcutta) in India. You would like to have a location-wise break-up of the salary amount disbursed to each of these locations. Additionally, you would also like to view a break-up of balances for individual departments within each location.

To meet these requirements in Oracle FLEXCUBE firstly, define an MIS Class called Locations. All the four location of your organization - Delhi, Mumbai, Chennai, Calcutta, will be created as MIS Codes under this MIS Class.

Similarly, create another MIS Class called Departments. All the departments within your organization (Administration, Financial Control, Products Division, IT Solutions etc) will be created as MIS Codes under this MIS Class.

Consequently, details of salary expenses incurred across-locations will be available under the MIS Class called Locations. The department-wise salary disbursement details will be available under the MIS Class called Departments. Both these MIS classes will be of the Allocation Class type.

Fund Class

Your bank may float a number of funds like Mutual Funds, Growth Funds, and Income Funds etc. You may want to view details on each of the funds. You can achieve this by defining Funds as an MIS Class and have the various funds reporting to it. Each of these funds would

be defined as an MIS Code and then linked to the MIS Class 'Funds'. This is a Fund type of MIS Class.

MIS Code

An MIS Code can be called an entity for which you want profitability reports. Each MIS Code will report to an MIS Class. Consider the following examples:

- Accounts Officer is an MIS Class. To this MIS Class will report all the Accounts Officers of your bank. With this structure, you can generate profitability reports for each Accounts Officer. Elizabeth Towers, Sam Brown, and Connie Beckwith, are some of your accounts officers.
- Cost Centre is an MIS Class. The various cost centres in your bank will be classified under this MIS Class. Thus, the various departments in your bank will report to this Cost Centre, so that you can generate profitability reports for each cost centre. Short Term Loans, Incoming Bills, and Import Letters of Credit can be some of your cost centres.
- Industry Segments is an MIS Class. The various industries to which your customers belong will report to this MIS Class. Manufacturing, agriculture (cash crops) and financial institutions can be some of your industry segments.

In these examples, Elizabeth Towers, Sam Brown, and Connie Beckwith will each have an MIS Code, all under the MIS Class 'Accounts Officer'.

Similarly, Short Term Loans, Incoming Bills, and Import Letters of Credit will have an MIS Code each, under the MIS Class 'Cost Centre'. The same concept applies to Industry Segments also.

An MIS Code is added on to an MIS Class either through the New operation on the MIS Class screen or through the 'Amend' option on an existing MIS Class record. Once an MIS Class has been stored, you can add MIS Codes to it by unlocking the MIS Class record and adding the required MIS Code.

The 'MIS Code' list contains the MIS Codes attached to the selected MIS Class. To add a new record to the 'MIS Code' list, click add icon.

To delete an MIS Code(s) from the list, choose the MIS code(s) using the checkbox next to it and then click delete icon.

2.1.2 Operations on the MIS Class Record

On an existing MIS Class record, you can perform the following operations (if any function under the Actions Menu is disabled, it means that the function is not allowed for the record):

- Amend the details of an MIS Class
- Authorize an MIS Class
- Copy the details of an MIS Class on to a new one
- Print the details of an MIS Class
- Delete an MIS Class

Please refer to the manual on common procedures for details of these operations.

2.2 MIS Code Restriction Maintenance

You can maintain MIS Code restriction maintenance for MIS Class, Product or Account Class, and Branch.

This section contains the following topic:

- [Section 2.2.1, "Maintaining Allowed List of MIS Codes"](#)

2.2.1 Maintaining Allowed List of MIS Codes

You can maintain a list of allowed MIS codes for a given MIS class, product or account class combination for a branch in the 'MIS Code Allowed For MIS Class and Product/Account Class' screen. The MIS call forms would pick only the MIS codes that are allowed for the product or account class and MIS class combination. You can invoke the 'MIS Code Restriction Maintenance' screen by typing 'MIDPRDMN' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.

You can specify the following details:

Branch Code

Specify the branch code. Alternatively, you can select the branch code from the option list. The list displays all the branch code for which the MIS code restrictions are maintained.

Branch Name

The system displays the name of the branch maintained in the system.

MIS Class

Specify the MIS class for which the allowed list of MIS codes are maintained. Alternatively, you can select the class code from the option list. The list displays all the MIS classes maintained in the system. The customer MIS classes are not part of the list.

MIS Class Description

The system displays the MIS class description maintained in the system.

Product / Account Class Code

Specify the product code or account class code for which the allowed lists are maintained. Alternatively, you can select the code from the option list. The list displays all the products or account class code maintained in the system.

Product Or Account Class Description

The system displays the product or account class description respectively maintained in the system.

MIS Codes

MIS Code

Specify the MIS code maintained. Alternatively, you can select the MIS code from the option list. The list displays all the MIS codes maintained in the system.

MIS Code Description

The system displays the MIS code description maintained in the system.

Allowed

Check this box to allow the MIS code for a given MIS class, product or account class combination for a branch.

Note

The MIS call forms attached to a transaction input or an account creation screen populates the MIS codes that are allowed for a given MIS class, product or account class combination for a branch. If you do not perform maintenance for a given branch, account class/ product code and MIS class combination, then all MIS Classes linked to the account class/ product code will be available.

2.2.2 Viewing MIS Code Restriction Summary

You can view the MIS code restriction summary in the 'MIS Code Restriction Summary' screen. It displays the status of the records maintained, whether it is authorized, unauthorized or rejected.

You can invoke this screen by typing 'MISPRDMN' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.

In the above screen, you can base your queries on any or all of the following parameters and fetch records:

- Authorization Status
- Branch Code
- MIS Class
- Record Status
- Product/Account Class

Click 'Search' button. The system identifies all records satisfying the specified criteria and displays the following details for each one of them:

- Authorization Status
- Record Status
- Branch Code
- Product/Account Class
- MIS Class

3. Defining MIS Cost Codes

An MIS cost code represents the notional cost incurred for a transaction. An MIS cost code can be attached either to an account or to a contract, in the following manner:

1. You can link a Cost Code to an account class. This will default to the accounts maintained under the account class. You can change this default. Alternatively, you can link an MIS Cost Code to an account when maintaining it.
2. When creating a product, you can identify the Cost Codes against which contracts involving the product should be reported.
3. When processing a contract, the Cost Codes identified for the product (the contract involves) will automatically default. These defaults can be changed. If cost codes have not been identified for the product, you can identify one for the contract.

The notional cost will be reported in the profitability report.

This chapter contains the following section:

- [Section 3.1, "MIS Cost Code Maintenance"](#)

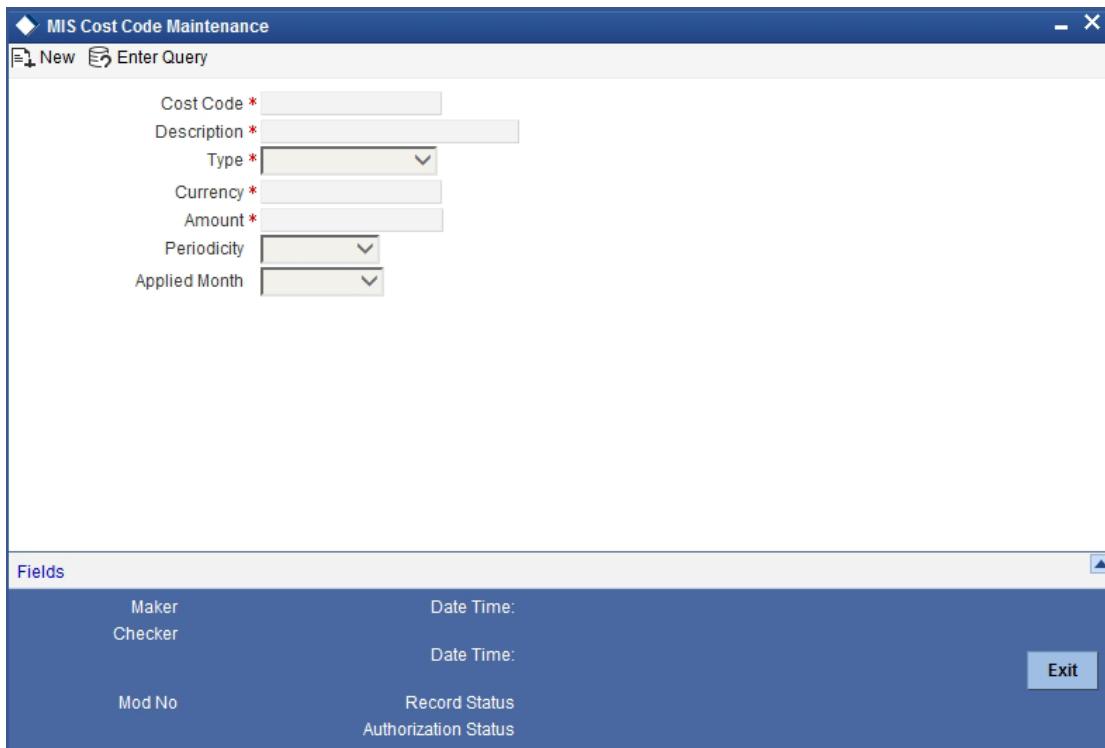
3.1 MIS Cost Code Maintenance

This section contains the following topics:

- [Section 3.1.1, "Invoking the MIS Cost Codes Screen"](#)
- [Section 3.1.2, "Operations on the MIS Cost Code Record"](#)

3.1.1 Invoking the MIS Cost Codes Screen

You can invoke this screen by typing 'MIDXCODE' in the field at the top right corner of the Application toolbar and clicking the adjoining arrow button.



If you are creating a new MIS Cost Code, select 'New' from the Actions Menu in the Application toolbar or click new icon. The 'MIS Cost Code Maintenance' screen is displayed without any details.

If you are calling an MIS Cost Code that has already been defined, double-click on an MIS Cost Code from the summary screen.

Type

The MIS Cost Code can belong to one of the following types:

Number of Transactions

This typically applies for calculating the cost of processing a transaction involving an account.

You can indicate the amount to be considered as the notional cost for each transaction.

For example, you may incur a certain amount for every transaction you process of a savings account a particular category. This cost could be different for processing transactions in a different type of savings account or for current accounts. You should define different MIS Cost Codes and link them to the appropriate account classes.

Event based Charges

The notional cost applicable for processing an event can be defined as a cost code. Typically, this applies for a contract.

For example, for processing an event in the life-cycle of a loan, you may want to attach a certain cost. You can define a cost code for it and link it to the product.

Similarly, you can define a different notional cost for different events in the life-cycle of a contract. Thus, you can have a cost code for initiating a loan, one for liquidating interest, and so on, and link them to the product with the appropriate event codes.

The notional cost that you define will be taken as the cost per event.

Duration based charges

These changes are applied typically for a contract. The notional cost in this case, is calculated on the basis of a specific duration. This notional cost is defined for a cost code. The following example illustrates how this cost is applied on a contract.

For example, if a loan is live for a month, the notional cost you incur is a specific amount. You would define a duration based cost code, define the periodicity as 'monthly'. For every month a loan linked to the cost code is live, the notional cost will be applied.

Cost

The notional cost, along with the currency in which it is expressed should be indicated for the cost code. The cost will be applied based on the Cost Code type, as follows:

Number of Transactions	The amount is taken as the cost per transaction
Event	The amount is taken as the cost per event
Duration	The amount is taken as the cost for the period defined as the periodicity, for the cost code

If a currency conversion is involved during reporting, the prevailing conversion rate will be used.

Periodicity

This is the periodicity at which the costs defined have to be applied. In the profitability report, the notional cost reported would depend on the periodicity defined for the cost code.

For a quarterly, half-yearly or yearly periodicity, you should also indicate the first month of application. The subsequent application months would be computed based on this.

3.1.2 Operations on the MIS Cost Code Record

On an existing MIS Cost Code record, you can perform any of the following operations (if any function under the Actions Menu is disabled, it means that the function is not allowed for the record):

- Amend the details of an MIS Cost Code
- Authorize an MIS Cost Code
- Copy the details of an MIS Cost Code on to a new one
- Print the details of an MIS Cost Code
- Delete an MIS Cost Code

Please refer to the manual on Common Procedures for details of these operations.

4. Defining an MIS Group

The definition of an MIS group simplifies the process of linking an account, product, or a transaction to several MIS entities. Consider the following example:

In a similar fashion, MIS Groups can be defined in various ways and used for linking MIS entities to an account class, account, product, or transaction.

This chapter contains the following sections:

- [Section 4.1, "MIS Group Maintenance"](#)
- [Section 4.2, "MIS Cascading "](#)
- [Section 4.3, "Feature ID Maintenance "](#)

4.1 MIS Group Maintenance

This section contains the following topics:

- [Section 4.1.1, "Invoking the MIS Group Screen"](#)
- [Section 4.1.2, "Operations on the MIS Group Record"](#)

4.1.1 Invoking the MIS Group Screen

You can invoke the 'MIS Group Maintenance' screen by typing 'MIDGRPMT' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.

The MIS Group Maintenance screen displays the following fields and tabs:

- Top Section:** MIS Group*, Group Description, Pool Code, Description.
- Customer Class Tab:** MIS Class 1 through MIS Class 10, each with MIS Code, MIS Code Description, and a comment icon.
- Fields Section:** Input By (Date Time), Authorized By (Date Time), Modification Number, checkboxes for Authorized and Open, and an Exit button.

If you are creating a new MIS Group, select 'New' from the Actions Menu in the Application toolbar or click new icon. The 'MIS Group Definition' screen is displayed without any details.

If you are calling an MIS Group that has already been defined, double-click an MIS Group from the summary screen.

4.1.2 Operations on the MIS Group Record

On an existing MIS Group record, you can perform any of the following operations (if any function under the Actions Menu is disabled, it means that the function is not allowed for the record):

- Amend the details of an MIS Group
- Authorize an MIS Group
- Copy the details of an MIS Group on to a new one
- Print the details of an MIS Group
- Delete an MIS Group

Please refer to the manual on common procedures for details of these operations.

4.2 MIS Cascading

You can have a particular MIS group defaulted in the MIS Subsystem of the following screens at the time of creation of records:

- Customer Maintenance Screen
- Account Class Maintenance Screen
- Customer Account Maintenance Screen
- All the Products Screens
- All the Contract Screens

Once these records are authorized, you can change the MIS Group values (i.e. MIS Codes linked to the MIS Class) in the MIS Group Maintenance screen. During EOD, the batch program 'MIGCASCD' maintained at the Post EOTI level will cascade the modified MIS Codes in the above screens. As a result, the system replaces the MIS Codes that are provided at the time of creation of the above records by the MIS Codes maintained in MIS Group.

4.3 Feature ID Maintenance

If you maintain feature ID for all branches, the system displays the MIS class values and MIS codes in the MIS subsystem of the following screens.

- Customer Maintenance Screen
- Account Class Maintenance Screen
- Customer Account Maintenance Screen
- All the Products Screens
- All the Contract Screens

5. Defining MIS Heads

Each accounting entry that is generated can be linked to an MIS Head. An MIS Head indicates the manner in which the type of entry should be considered for profitability reporting purposes.

This chapter contains the following section:

- [Section 5.1, "MIS Head Maintenance"](#)

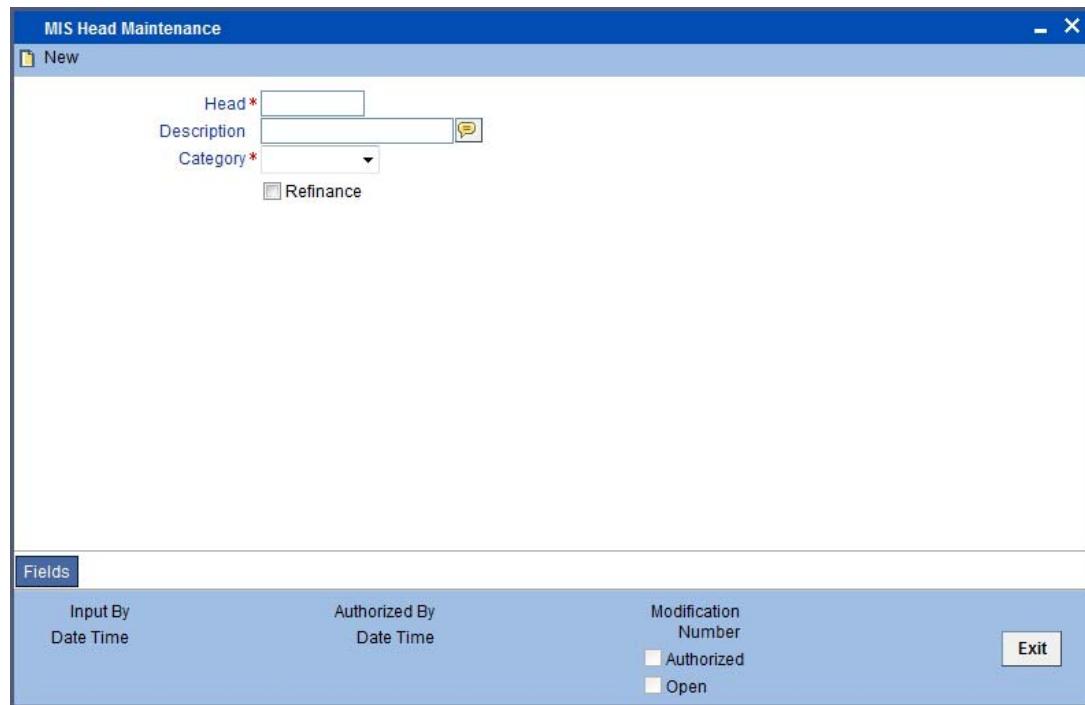
5.1 MIS Head Maintenance

This section contains the following topics:

- [Section 5.1.1, "Invoking the MIS Heads Screen"](#)
- [Section 5.1.2, "Linking an MIS Head to an Accounting Entry"](#)
- [Section 5.1.3, "Operations on the MIS Head Record"](#)

5.1.1 Invoking the MIS Heads Screen

You can invoke the 'MIS Head Maintenance' screen by typing 'MIDHEAD' in the field at the top right corner of the Application toolbar and clicking the adjoining arrow button.



If you are creating a new MIS Head, select 'New' from the Actions Menu in the Application toolbar or click new icon. The 'MIS Head' screen is displayed without any details.

If you are calling an MIS Head that has already been defined, double-click an MIS Head from the summary screen.

Category

The MIS Head Category classification indicates the method in which the accounting entry will be reported in the profitability report. It could be one of the following:

Balance

Indicates that the accounting entry should be considered for calculating the Cumulative Average Balance. Typically, an asset entry would be classified under the balance type MIS Head. The GL entry leg of a loan disbursement transaction, would typically be classified under a Balance type of MIS Head.

Income

Indicates that the accounting entry should be considered as an income for the purpose of profitability reporting. Clearly, any interest or charge income would be classified under an Income type of MIS Head.

Expense

Indicates that the accounting entry should be considered as an expense for the purpose of profitability reporting. Any interest, postage, or tax expense would be classified under an expense type of MIS Head.

Contingent

Indicates that the accounting entry should be considered as a contingent entry for the purpose of profitability reporting. A forward FX deal, the issue of an import Letter of Credit, etc., are examples of contingent type of entries. You can generate a report that gives the balances due to such contingent type of entries.

Under each type of MIS Head, you may define additional MIS Heads, as per your reporting requirement. For example, you can have an MIS Head for each loan product, so that you can have the cumulative average balance due to all the loans disbursed under the product.

Refinance

The 'Refinance' option is provided for marking MIS Heads for refinancing. For MIS Heads that are marked for refinancing, the refinancing income or expense would be calculated, on the cumulative average balance, for the reporting period. You would typically mark a balance type of MIS Head for refinancing.

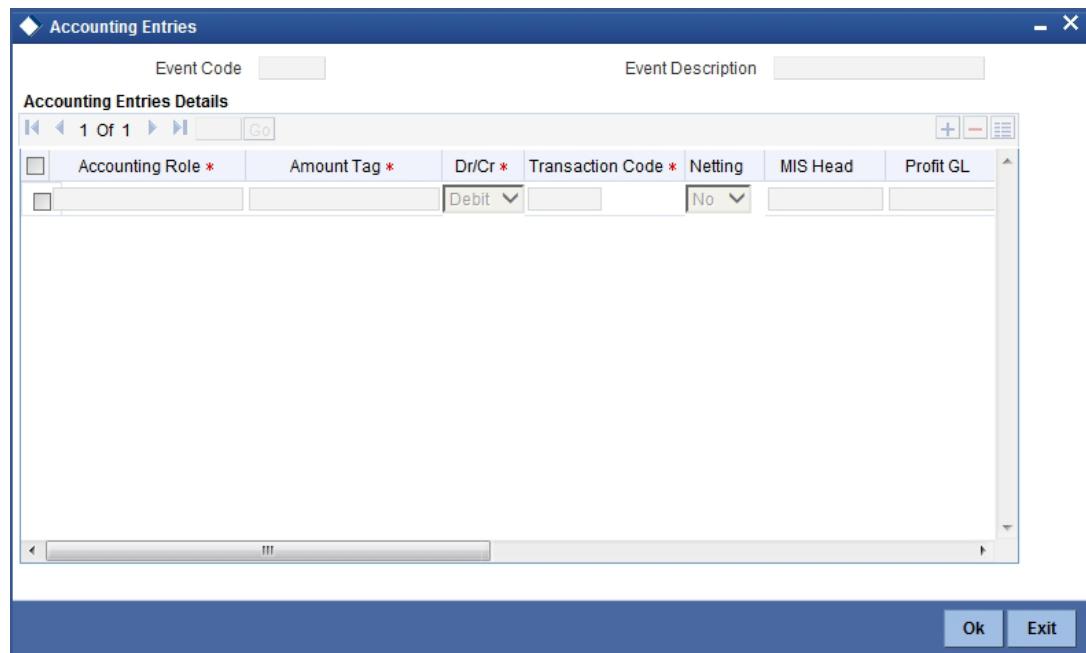
This option is provided because not all the balance type of entries would come under the umbrella of refinancing. To enable this option select the check box beside 'Refinance'.

5.1.2 Linking an MIS Head to an Accounting Entry

Each accounting entry generated in Oracle FLEXCUBE will have a transaction code that describes the nature of the entry. These transaction codes are defined by you, depending on your requirements.

An MIS Head can be attached to a transaction code. A transaction code is attached to an accounting entry when an event is defined for a product, through the 'Product Event Accounting Entries Maintenance' screen. Thus, whenever a transaction with an MIS Head attached is entered for an entry, the MIS Head will automatically be linked to it. You can change this while defining the product.

Alternatively, you can link an MIS Head to an accounting entry directly while defining the product.



You should link the appropriate leg of the accounting entry to the MIS Head to which it belongs. Ensure that you link only one leg of the entry to an MIS Head.

To add a record to the list of 'Accounting Entries' click add icon. Choose values for each field of a record using the adjoining option list.

5.1.3 Operations on the MIS Head Record

On an existing MIS Head record, you can perform the following operations (if any function under the Actions Menu is disabled, it means that the function is not allowed for the record):

- Amend the details of an MIS Head
- Authorize an MIS Head
- Copy the details of an MIS Head on to a new one
- Print the details of an MIS Head
- Delete an MIS Head

Please refer to the manual on common procedures for details of these operations.

6. Defining Pool Codes

Each logical pool that will lend or borrow funds should be allocated a pool code.

This chapter contains the following section:

- [Section 6.1, "MIS Pool Code Maintenance"](#)

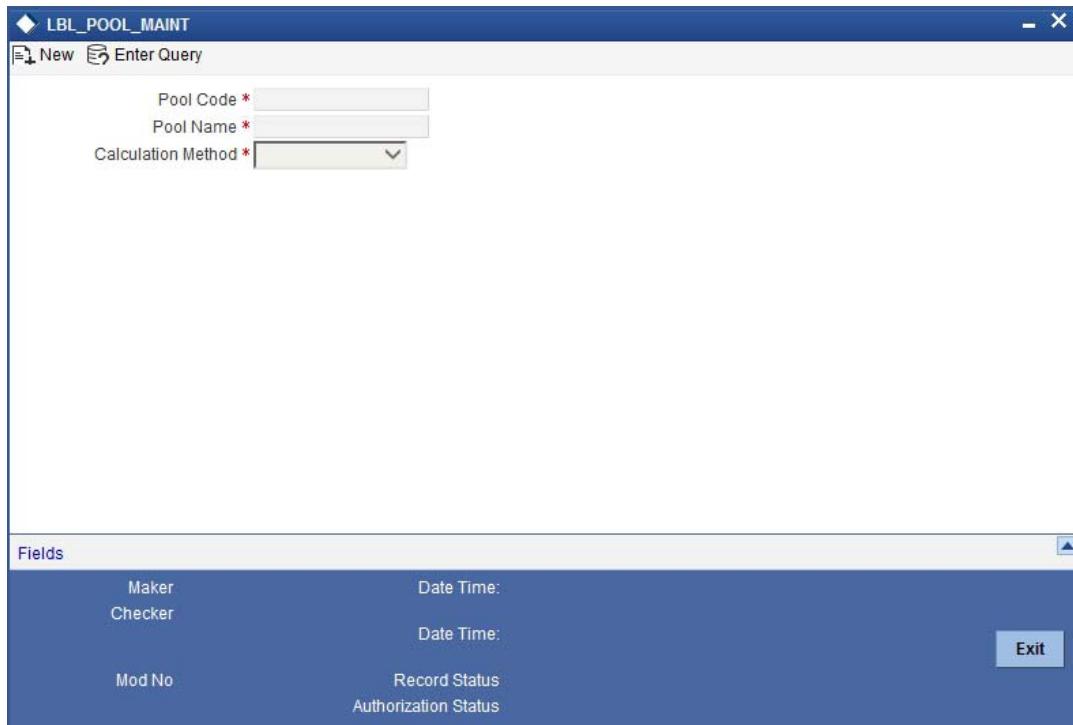
6.1 MIS Pool Code Maintenance

This section contains the following topic:

- [Section 6.1.1, "Invoking the MIS Pool Code Screen"](#)

6.1.1 Invoking the MIS Pool Code Screen

You can invoke the 'MIS Pool Code Maintenance' screen by typing 'MIDXPOLD' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.



If you are creating a new MIS Pool Code, select 'New' from the Actions Menu in the Application toolbar or click new icon. The 'MIS Pool Code Definition' screen is displayed without any details.

If you are calling an MIS Pool Code that has already been defined, double-click on an MIS Pool Code from the summary screen.

7. Making MIS adjustments for a Pool

Within a pool, you may sometimes want to allocate the amounts to be reported from one MIS Code to another.

For instance, the Financial Control (FINCON) department in your bank is the one that disburses the salaries for your staff. This department is defined as an MIS Code under the MIS Class Cost Center.

Now, there are other cost centers, such as: loans department, time deposits department, trade financing department and retail banking department.

When the salary is disbursed by the FINCON department every month, a debit entry shown for the MIS Code FINCON. The burden of this debit entry should be shared appropriately by the various departments to which the staff of your bank belong.

This distribution of the salary amount is done through the MIS adjustments screen.

Thus, MIS adjustments can be done between two MIS Codes, which belong to the same pool, and MIS Class.

This chapter contains the following section:

- [Section 7.1, "MIS Adjustment Maintenance"](#)

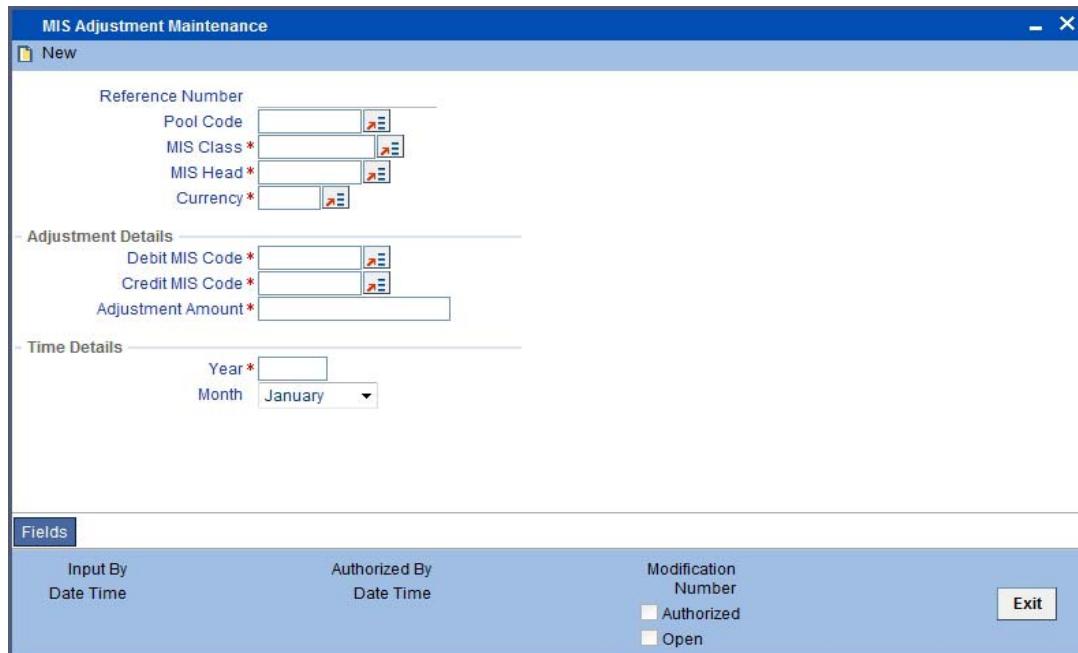
7.1 MIS Adjustment Maintenance

This section contains the following topics:

- [Section 7.1.1, "Invoking the MIS Adjustments Screen"](#)
- [Section 7.1.2, "Operations on the MIS Adjustments Screen"](#)

7.1.1 Invoking the MIS Adjustments Screen

You can invoke the 'MIS Adjustment Maintenance' screen by typing 'MIDADJ' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.



The screenshot shows the 'MIS Adjustment Maintenance' window. At the top, there's a toolbar with a 'New' button. The main area is divided into sections: 'Reference Number' (containing fields for Pool Code, MIS Class, MIS Head, and Currency), 'Adjustment Details' (containing fields for Debit MIS Code, Credit MIS Code, and Adjustment Amount), and 'Time Details' (containing fields for Year and Month). At the bottom, there's a 'Fields' section with 'Input By' and 'Authorized By' fields, a 'Modification Number' section with checkboxes for 'Authorized' and 'Open', and an 'Exit' button.

Select 'New' from the Actions Menu in the Application toolbar or click new icon to input the details of an adjustment. The 'MIS Adjustments' screen is displayed without any details. You can input the following details of the adjustment.

- Reference Number
- Pool Code
- MIS Class
- MIS Head
- Currency

Adjustment Details and Time Details

You have to specify the following details while doing an adjustment:

- The pool code, MIS Class and MIS Head under which you want to make the adjustment.
- The currency in which the adjustment amount is represented.
- The MIS Code from which the amount should be moved (the debit MIS Code).
- The MIS Code to which the amount should be moved (the credit MIS Code).
- The amount that has to be moved or adjusted.
- The period for which the adjustment should be considered (represented through the month and the year under the 'Time Details').

Depending on the type of MIS Head - balance, income, expense, or contingent, the adjusted amount will be reported accordingly, for the appropriate period.

7.1.2 Operations on the MIS Adjustments Screen

Once you input the details of an adjustment, it should be authorized by a user bearing a different Login ID from yours.

Please refer to the manual on common procedures for details of these operations.

8. Defining MIS Details for a Customer, Account Class, Account, Product, and Contract

This chapter contains the following sections:

- [Section 8.1, "MIS Details for a Customer, Account Class and Product"](#)
- [Section 8.2, "MIS Details for a Contract and Account"](#)
- [Section 8.3, "GL MIS Balance Transfers due to Reclassification"](#)

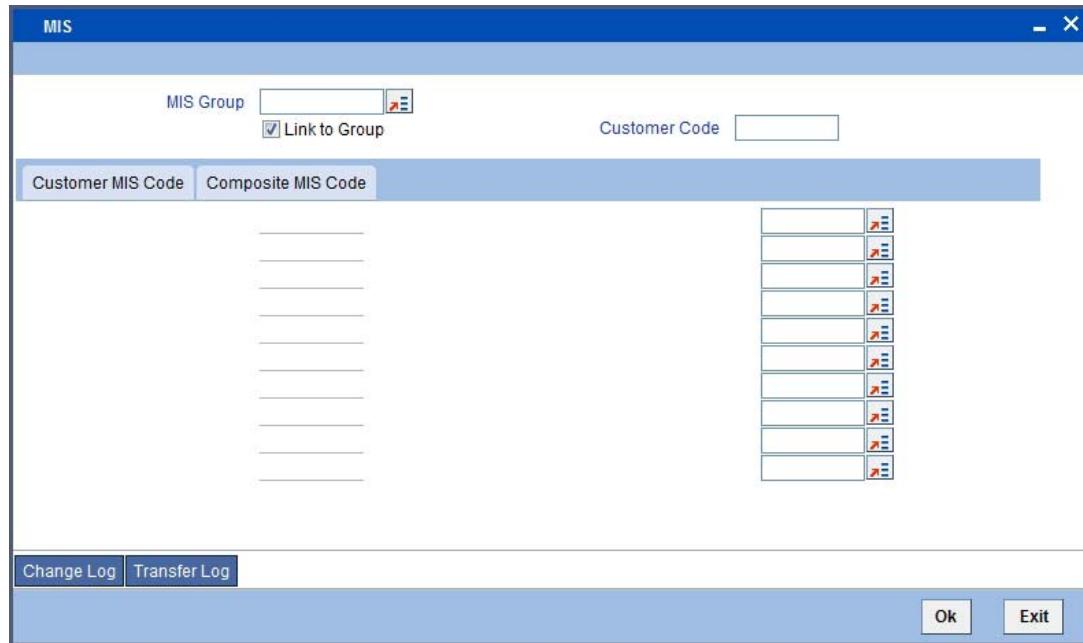
8.1 MIS Details for a Customer, Account Class and Product

This section contains the following topics:

- [Section 8.1.1, "Defining MIS Details for a Customer"](#)
- [Section 8.1.2, "Change Log Button"](#)
- [Section 8.1.3, "Defining MIS Details Screen for an Account Class"](#)
- [Section 8.1.4, "Defining MIS Details Screen for a Product"](#)
- [Section 8.1.5, "Specifying the MIS Details for an Account Class and a Product"](#)

8.1.1 Defining MIS Details for a Customer

The MIS details for a customer can be defined through the 'MIS' screen. This screen can be invoked by clicking on the 'MIS' button while defining the customer code. The 'MIS' details screen for a customer is shown below.



While defining a customer, you can define the following MIS details:

MIS Group

The MIS Group to which the customer should be linked is defined in the 'MIS Group' field (if it is applicable, if not, you can define the individual entities under which the customer should be reviewed). If a group is linked, the entities defined for the group will be displayed, and these entities can be changed. Only the Customer and Composite type of MIS Classes will be

applicable for customers. The specific MIS entity (in the form of an MIS Code) will be picked up by default only if you have defined them for the group. If not, you have to indicate the appropriate MIS code for each applicable MIS class.

Link to Group

If an MIS Group is linked, you can indicate whether the linkage with the group should always be maintained. If yes, any change to the MIS Group will automatically apply to the customer to whom the MIS Group is linked. If not, the entities defaulted for the customer will continue, even if they are changed subsequently for the group.

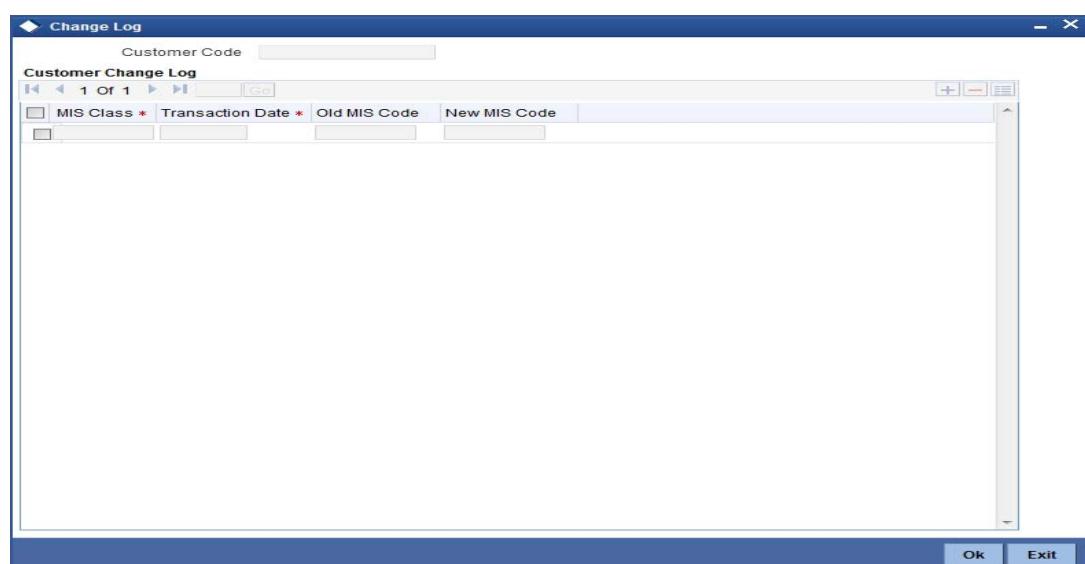
Customer MIS Code and Composite MIS Code

The details defined for a customer will be defaulted, whenever a contract (a loan, deposit, funds transfer, letter of credit, bill, etc.) is processed for the customer. The details of the customer and composite class of entities will be picked up by default. These entities are defaulted even when you are opening an account for the customer.

8.1.2 Change Log Button

If MIS reclassification occurs, through changing the MIS codes for the 'Customer Type' of MIS classes, the system stores the changes made, in a Customer MIS 'Change Log' screen.

Click 'Change Log' button in the Customer MIS screen to view the Customer MIS Change log.



The following details are stored in the Customer MIS Change Log for the customer in respect of which the MIS reclassification occurred:

- Customer Number
- MIS Class that was changed
- Date on which the change was made
- The old code for the changed MIS Class (this information is stored only for the first amendment during a day)
- The new MIS code for the changed MIS class

8.1.3 Defining MIS Details Screen for an Account Class

The MIS details for an account class and a product are defined in a similar manner. The procedures involved in defining the MIS details for an account class and a product are described below.

The MIS details screen for an account class can be invoked by clicking on the MIS button while defining the account class.

8.1.4 Defining MIS Details Screen for a Product

The 'MIS Details' screen for a product can be invoked by clicking on the 'MIS' button while defining the product.

8.1.5 Specifying the MIS Details for an Account Class and a Product

The MIS details you would define for an account class and a product are similar. You should specify the following:

MIS Group

The MIS Group to which the account class or product should be linked is specified in the 'MIS Group' field (if it is applicable; if not, you can define the individual entities under which the product or account class should be reviewed). If a group is linked, the entities defined for the group will be displayed and these entities can be changed. Only the transaction type of MIS Class will be applicable for an account class or product. The specific MIS entity (in the form of an MIS Code) will be picked up by default only if you have defined them for the group. If not, you have to indicate the appropriate MIS code for each applicable MIS classes.

Link to Group

If an MIS Group is linked, you can indicate whether the linkage with the group should always be maintained. If yes, any change done to the MIS Group will automatically be applied to the account class or product to which the MIS Group is linked. If not, the entities defaulted for the account class or product will be continued even if they are changed subsequently for the group.

Default from MIS Group

The details defined for an account class will default to account opened under the class. The details defined for the product will be picked up for the contracts processed under it.

Pool Code

The Pool Code to which the account class or product belongs should be defined.

8.2 MIS Details for a Contract and Account

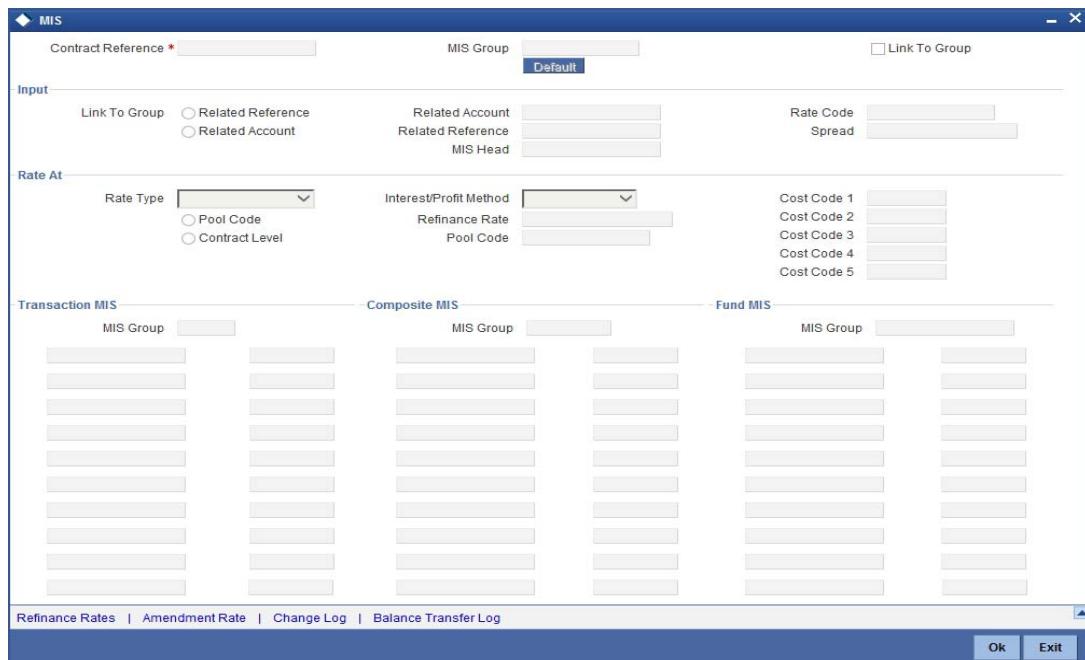
The MIS details you would define for an account class and a product are similar. The entities defined for the customer will be picked up by default and these entities can be changed.

This section contains the following topics:

- [Section 8.2.1, "Defining the MIS Details Screen for a Contract"](#)
- [Section 8.2.2, "Change Log Button"](#)
- [Section 8.2.3, "Defining the MIS Details Screen for an Account"](#)
- [Section 8.2.4, "Change Log Button"](#)

8.2.1 Defining the MIS Details Screen for a Contract

To invoke the MIS details screen for a contract, click on the 'MIS' button while processing the contract.



For a contract, the transaction type of MIS class, the cost code and pool code will be picked up from the product under which the contract is processed. The composite MIS code will be picked up from the definition made for the customer, on behalf of whom the contract is being processed.

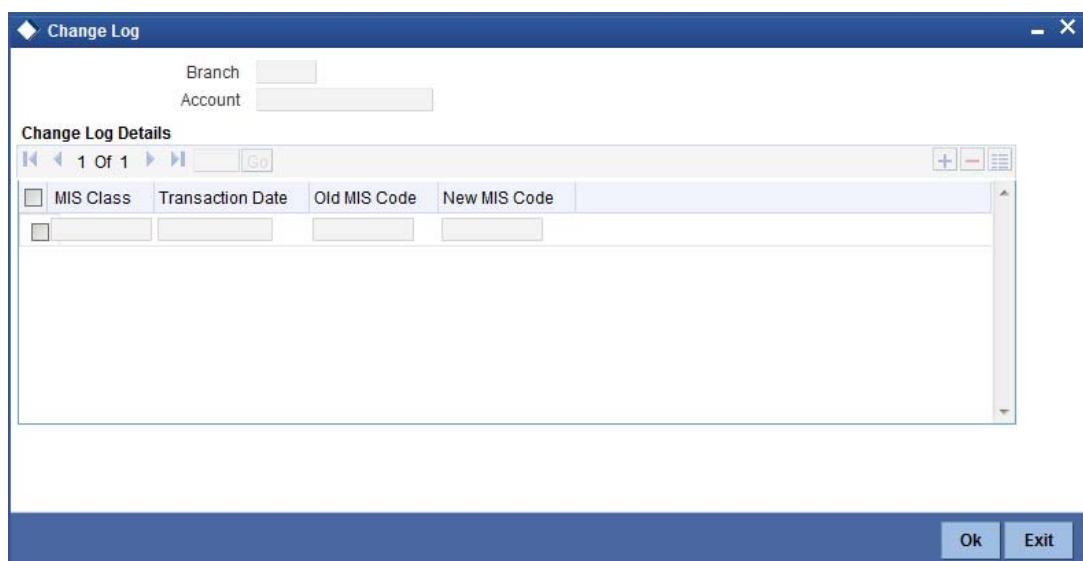
The interest calculation method for the refinancing rates of the pool will also be picked up, by default, from Pool Codes maintenance and these can be changed. For an account, the transaction type of MIS class will be picked up from the account class, along with the cost codes and pool codes. The composite type of MIS class will be defaulted from those defined for the customer. These too can be changed.

8.2.2 Change Log Button

If MIS reclassification occurs, through changing the MIS codes for transaction or composite classes, the System stores the changes made, in a Contract MIS Change Log. The following details are stored in the Contract MIS Change Log for the contract in respect of which the MIS reclassification occurred:

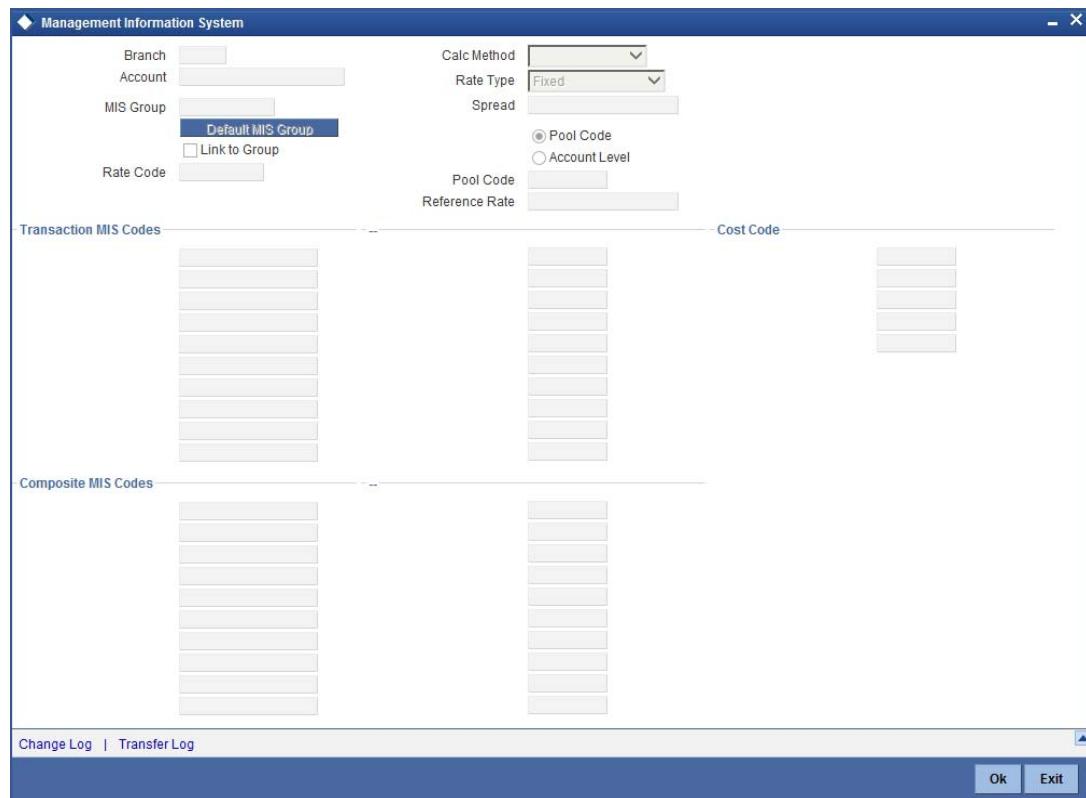
- Contract Reference Number
- MIS Class that was changed
- Date on which the change was made.
- The old code for the changed MIS Class (this information is stored only for the first amendment during a day)
- The new MIS code for the changed MIS class.

Click 'Change Log' button in the 'Transaction MIS Maintenance' screen to view the Contract MIS Change Log.



8.2.3 Defining the MIS Details Screen for an Account

To invoke the 'Management Information System' screen for an account, click on the 'MIS' button while opening or modifying the account.

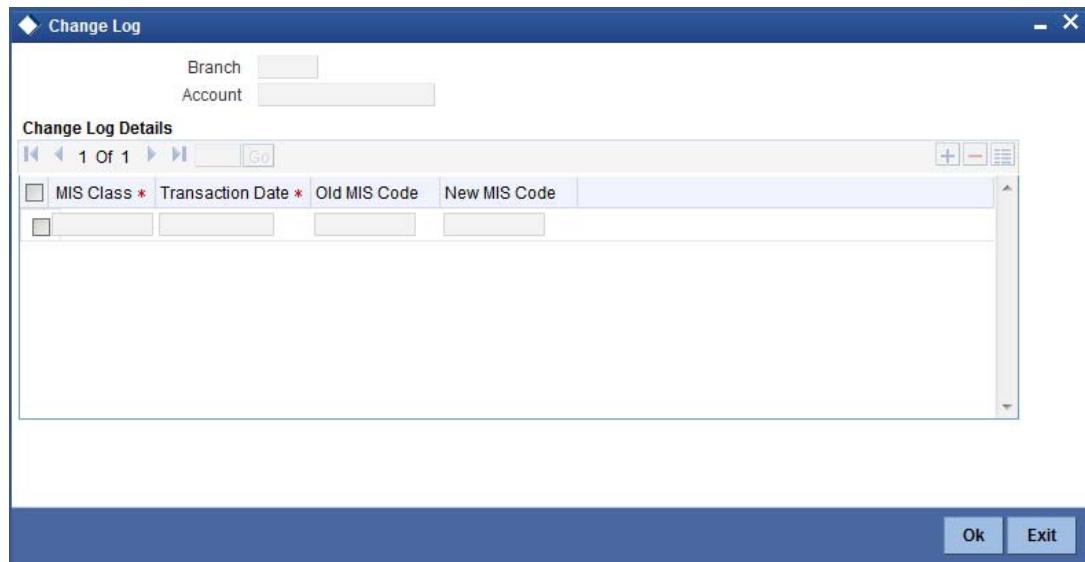


8.2.4 Change Log Button

If MIS reclassification occurs, through changing the MIS codes for the transaction or composite type of MIS classes for the customer account, the system stores the changes made, in an Account MIS Change Log. The following details are stored in the Account MIS Change Log for the customer account in respect of which the MIS reclassification occurred:

- Account Number
- Account Branch
- MIS Class that was changed
- Date on which the change was made.
- The old code for the changed MIS Class (this information is stored only for the first amendment during a day)
- The new MIS code for the changed MIS class.

Click 'Change Log' button in the 'Account MIS' screen to view the Account MIS Change log.



8.3 GL MIS Balance Transfers due to Reclassification

This section contains the following topic:

- [Section 8.3.1, "Viewing Balance Transfer Log"](#)

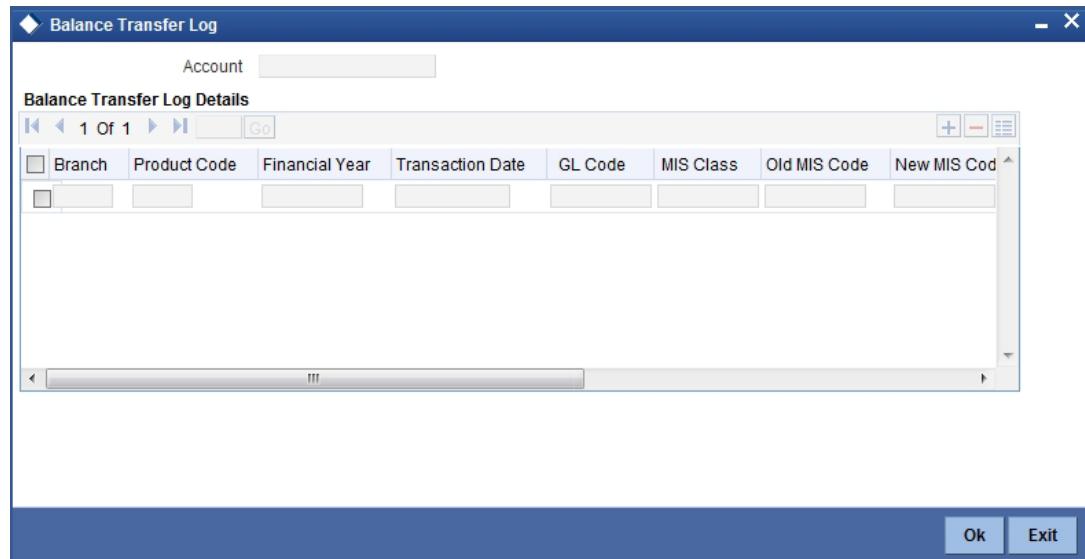
8.3.1 Viewing Balance Transfer Log

When an MIS reclassification occurs in respect of a customer, account or contract, the balances in a GL associated with the old MIS code in each case are transferred to the GL for the new MIS code, if the option of transferring MIS balances upon reclassification has been set in the Chart of Accounts for the GL.

A batch process executes a GL MIS balance transfer upon MIS reclassification, for those GLs for which the balance transfer option has been set. The transfer is performed taking into account the details stored in the change logs (Customer MIS Change Log, Account MIS Change Log or Contract MIS Change Log). When the transfer is performed, the transfer details are stored in the MIS Balance Transfer Log. The following details relating to the transfer are stored:

- Branch
- GL
- Period Code
- Financial Cycle
- Currency
- Reference Type
- Reference Number (Account, Contract, Customer Number)
- MIS Class
- Old MIS Code
- New MIS Code
- Transfer Indicator (Dr or Cr into New MIS Code).
- Amount
- Transaction Date

You can view the MIS 'Balance Transfer Log' for a customer, customer account or contract by clicking on 'Transfer Log' button in the Customer MIS, Customer Account MIS, or Transaction MIS Maintenance screens.



The GL MIS Balance Transfer Process

The following example explains how the batch process executes the transfer of GL MIS balances.

9. Reports

During the course of the day or at the end of the day, you may want to retrieve information on any of the several operations that were performed in your bank. You can generate this information in the form of reports in Oracle FLEXCUBE. The MIS Profit and Loss report, Pool Codes report and Error report are explained in this section.

This chapter contains the following sections:

- [Section 9.1, "Reports"](#)
- [Section 9.2, "Print Options Report"](#)
- [Section 9.3, "Management Information System Profit & Loss Report"](#)
- [Section 9.4, "Pool Code Report"](#)
- [Section 9.5, "Error Report"](#)
- [Section 9.6, "Transaction Force Debited Report"](#)
- [Section 9.7, "Inter Branch Reconciliation Report"](#)
- [Section 9.8, "Maturity Profile for Next Week Report"](#)
- [Section 9.9, "Maturity Profile for Next Day Report"](#)

9.1 Reports

This section contains the following topic:

- [Section 9.1.1, "Generating Reports"](#)

9.1.1 Generating Reports

The different report options for each of them are as mentioned below.

Profit and Loss Report

The first parameter based on which you can generate the MIS report can be:

- The branch
- Customer
- Pool code

A branch report will always be for the branch to which you are logged on.

A customer report can be generated for a specific customer. You should indicate the CIF ID of the customer. The customer report can also be generated for a specific MIS class, in which case the applicable MIS class should be specified.

Pool Code Report

A pool code report can be generated for a specific pool code. A pool code report can further be sorted on any of the following:

- Account class
- Customer
- Customer category
- MIS class
- Product

Indicate the sort parameter by highlighting the applicable option. This selection will enable to generate the profitability report based on one of the five parameters given below.

Thus, the following reports for a pool code can be generated:

- Account class profitability report
- Customer profitability report
- Customer category profitability report
- MIS Class profitability report
- Product profitability report

Error Report

Error reports are generated for details of errors specific to each function and the corresponding unit / reference number.

Specifying the period of reporting

Any type of report has to be generated for a specific period. You should indicate the period for which the report should be generated by specifying the year and the From and To months.

9.2 Print Options Report

This section contains the following topic:

- [Section 9.2.1, "Generating Printing Options for Reports"](#)

9.2.1 Generating Printing Options for Reports

You can indicate preferences to print a report, while generating a report; however, the preferences are general.



The following are the common preferences you can maintain to print a report:

Format

Select the format in which you want the report to be generated from the options provided in the drop-down list. The following options are available:

- HTML
- RTF
- PDF

- Excel

Output

Select the output for the report from the options provided. The following options are available:

- Print – select this option if you wish to print the report
- View – select this option if you wish to view the contents of the report
- Spool – select this option if you wish to spool the report for further use

Printer At

Select location where you wish to print the report from the adjoining drop-down list. This list displays the following values:

- Client – Select if you need to print at the client location.
- Server – Select if you need to print at the server location

Printer

Specify the name of the printer or select it from the option list provided. All the configured printers are displayed in the list.

This is applicable only if you have specified the output as 'Print'.

9.3 Management Information System Profit & Loss Report

This section contains the following topics:

- [Section 9.3.1, "Generating MIS Profit & Loss Report"](#)
- [Section 9.3.2, "Contents of the Report"](#)

9.3.1 Generating MIS Profit & Loss Report

The different report options are detailed below. You can invoke the screen by typing the code 'MIRPRLO' on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.

9.3.2 Contents of the Report

The contents of the report will be sorted and break-up figures provided, depending on your selection. The order, in which the report will be sorted for each type of report, is as follows:

Field Name	Field Description

Branch report	Branch code and currency.
Customer report	On customer, pool code, and currency.
Pool code report	Pool code and currency.

Header

The 'Header' carries the title of the report, branch code, pool code, branch date, user ID, module from which the report has been generated, date and time at which the report has been generated, and the page number of the report.

Body

Field Name	Field Description
Branch	This is the branch for which the profitability is being reported.
Event Date	This is the date of the event
Fund Reference	This indicates the fund reference
Security ID	This indicates the security ID
Portfolio	This indicates the security portfolio
Holding From	This indicates holding from
Closing Security Balance	This indicates closing security balance
Position Reference	This indicates the position reference

9.4 Pool Code Report

This section contains the following topics:

- [Section 9.4.1, "Generating Pool Codes Report"](#)
- [Section 9.4.2, "Contents of the Report"](#)

9.4.1 Generating Pool Codes Report

You can invoke the screen by typing the code 'MIRREFRT' on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.

From

Pool Code

Specify the pool code. Select the appropriate one from the option list.

From Currency

Specify the currency code. Select the appropriate one from the option list.

Year

Specify the year. Select the appropriate one from the option list.

To

Pool Code

Specify the pool code. Select the appropriate one from the option list.

To Currency

Specify the currency code. Select the appropriate one from the option list.

Year

Specify the year. Select the appropriate one from the option list.

9.4.2 Contents of the Report

The contents of this report have been discussed under the following heads:

Header

The 'Header' carries the title of the report, branch code, branch date, user ID, module from which the report has been generated, date and time at which the report has been generated and the page number of the report.

Body

You can find the following details in the body of the report:

Field Name	Field Description
Pool code	This is the Pool Code which is being reported.
Currency	This is the MIS currency being reported.
Debit Rate	This is the credit rate applied when the cumulative average balance calculated for the MIS entity is positive indicating funds have been borrowed.
Credit Rate	This is the credit rate applied when the cumulative average balance calculated for the MIS entity is negative indicating funds have been lent.
Year	This is the calendar year being reported.
Month	This is specific month of the calendar year being reported.

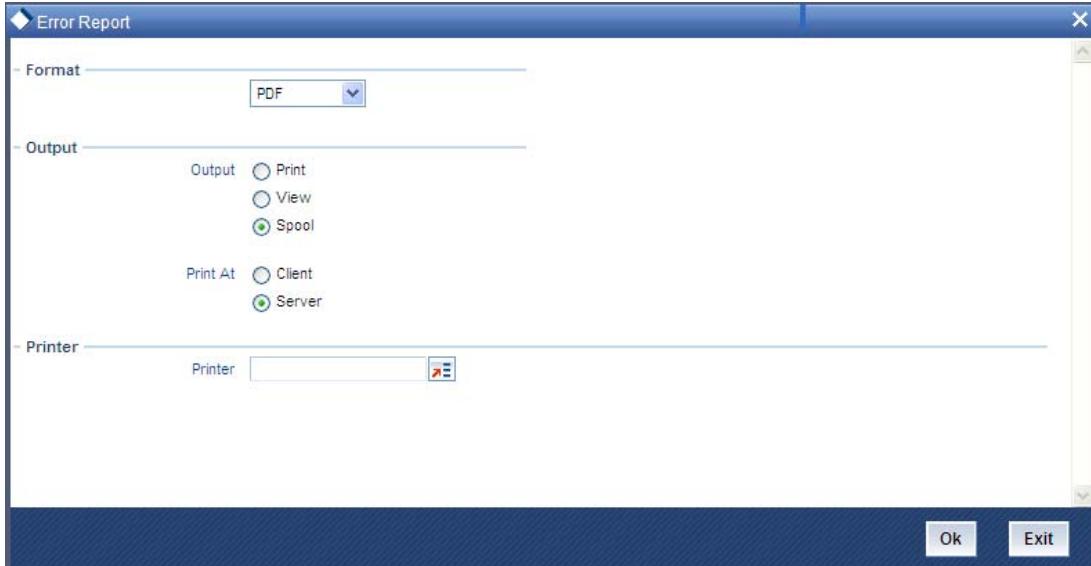
9.5 Error Report

This section contains the following topics:

- [Section 9.5.1, "Generating Error Report"](#)
- [Section 9.5.2, "Contents of the Report"](#)

9.5.1 Generating Error Report

You can invoke the screen by typing the code 'MIRERRPT' on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.



9.5.2 Contents of the Report

The contents of this report have been discussed under the following heads:

Header

The 'Header' carries the title of the report, branch code, branch date, user ID, module from which the report has been generated, date and time at which the report has been generated and the page number of the report.

Body

You can find the following details in the body of the report:

Field Name	Field Description
Function	This is the function which is being reported.
Unit/Ref No.	This is the corresponding unit/ref no. as against the relevant function being reported.
Error Msg	This is the error message being reported.

9.6 Transaction Force Debited Report

This section contains the following topics:

- [Section 9.6.1, "Generating Transaction Force Debited Report"](#)
- [Section 9.6.2, "Contents of the Report"](#)

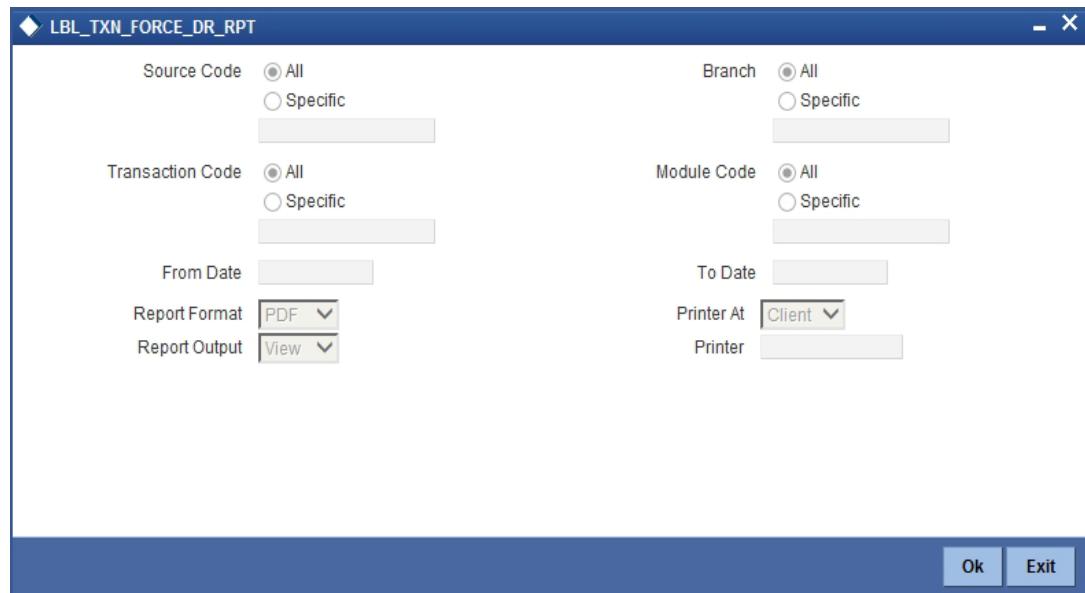
9.6.1 Generating Transaction Force Debited Report

Oracle FLEXCUBE facilitates generation of a report at branch level which lists details of all forced debit transactions processed from the following modules.

- Bills and Collections -BC
- Data Entry- DE
- Deposit Locker -DL
- Foreign Exchange- FX
- Funds Transfer -FT
- Letters Of Credit- LC
- Loans and Deposits- LD
- Local Payments -PC
- Retail Lending -CL
- Retail Teller- RT
- Clearing -CG

This 'Transaction Force Debit Report' would be generated for the transactions with 'Available Balance Check Option' check box checked at 'Account Class Preferences' and 'Transaction Code Maintenance' levels. Accounts and transactions uploaded from an external system will have respective external system code as source code. The transaction details are grouped based on the Branch, Source, Transaction Code, and Transaction Type.

You can invoke the 'Transaction Force Debit Report' screen by typing the code 'ACRFCDR' on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.



You can specify the following parameters here:

Source Code

Select source code for which you want to generate the report from the options. The following options are available for selection:

- All – Select if you want to generate the report for all the source codes.
- Specific – Select if you want to generate the report for a specific code.

If you have selected specific, specify a valid source code for which you want to generate the report, from the adjoining option list.

Branch Code

Select Branch code for which you want to generate the report from the options. The following options are available for selection:

- All – Select if you want to generate the report for all the branch codes.
- Specific – Select if you want to generate the report for a specific code.

If you have selected specific, specify a valid branch code for which you want to generate the report, from the adjoining option list.

Transaction Code

Select transaction code for which you want to generate the report from the options. The following options are available for selection:

- All – Select if you want to generate the report for all the transaction codes.
- Specific – Select if you want to generate the report for a specific code.

If you have selected specific, specify a valid transaction code for which you want to generate the report, from the adjoining option list.

Module Code

Select module code for which you want to generate the report from the options. The following options are available for selection:

- All – Select if you want to generate the report for all the module codes.

- Specific – Select if you want to generate the report for a specific code.
If you have selected specific, specify a valid module code for which you want to generate the report, from the adjoining option list.

9.6.2 Contents of the Report

The parameters specified while generating the report are printed at the beginning of the report. Other content displayed in the Transaction Force Debit Report is as follows:

Header

The following details are displayed in the header section:

Field Name	Field Description
Report Name	Indicates Report Name
Bank Code / Bank Name	Indicates Bank code and Bank Name
Branch Code / Branch Name	Indicates Current Branch code and Branch Name
Report Run Date	Indicates Current Branch Date
Report Run Time	Indicates Current Branch Time
User ID	Indicates User ID of the user generating the report
From Date	Indicates Start date
To Date	Indicates End date
Branch Currency	Indicates Branch Currency

Body of the Report

The following details are displayed as body of the generated report:

Field Name	Field Description
Source	Indicates Transaction source [FLEXCUBE/FLEX-BRANCH/FRCH or External system code]
Branch Code	Indicates the branch code
Transaction Type	Indicates Module Code and Event
Transaction Reference Number	Indicates: "Contract reference number for transactions in FT,LC,BC,LD,MM,FT,FX,DL,PC,DE,CG,RT "Account Number for CL
Transaction Code	Indicates Transaction Code
Transaction Description	Indicates Transaction Description
Module	Indicates Module code
Account Number	Indicates Account which is debited beyond the available balance of the account

Transaction Date	Indicates Transaction Date will be in the date range
Value Date	Value date
Transaction Currency	Transaction currency
Dr/Cr	Debit Credit Indicator
Transaction Dr Amount	Transaction Amount in transaction currency
Transaction Cr Amount	Transaction Amount in transaction currency

Footer of the Report

The following details are displayed as footer of the generated report:

Field Name	Field Description
Total Debit Amount	Indicates Total Debit Amount
Total Credit Amount	Indicates Total Credit Amount

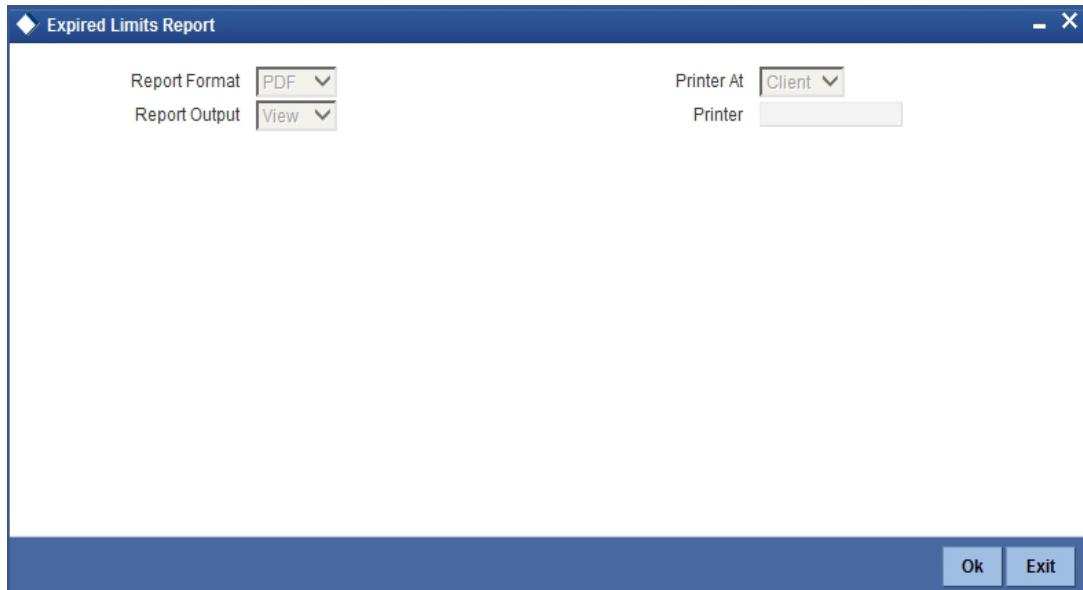
9.7 Inter Branch Reconciliation Report

This section contains the following topics:

- [Section 9.7.1, "Generating Inter Branch Reconciliation Report"](#)
- [Section 9.7.2, "Contents of the Report"](#)

9.7.1 Generating Inter Branch Reconciliation Report

You can generate this report using 'Inter Branch Recon Report' screen. To invoke the screen, type 'CORINTBR' in the field at the top right corner of the application toolbar and click the adjoining arrow button.



Specify the report options and click 'OK' button to generate the report.

9.7.2 Contents of the Report

The following content is displayed in the report:

Header

The header of the report contains the title of the report, branch code, branch name, branch date, User ID of the user who generated the report, module code, run date and time of the report and the page number of the report.

Body of the Report

The following details are displayed as body of the generated report:

Field Name	Field Description
Branch	The branch code and the name of the branch
Account Number	The account number whose balance is displayed in the report
Currency	The currency in which the balance amount is displayed
Balance	The balance amount available in the account

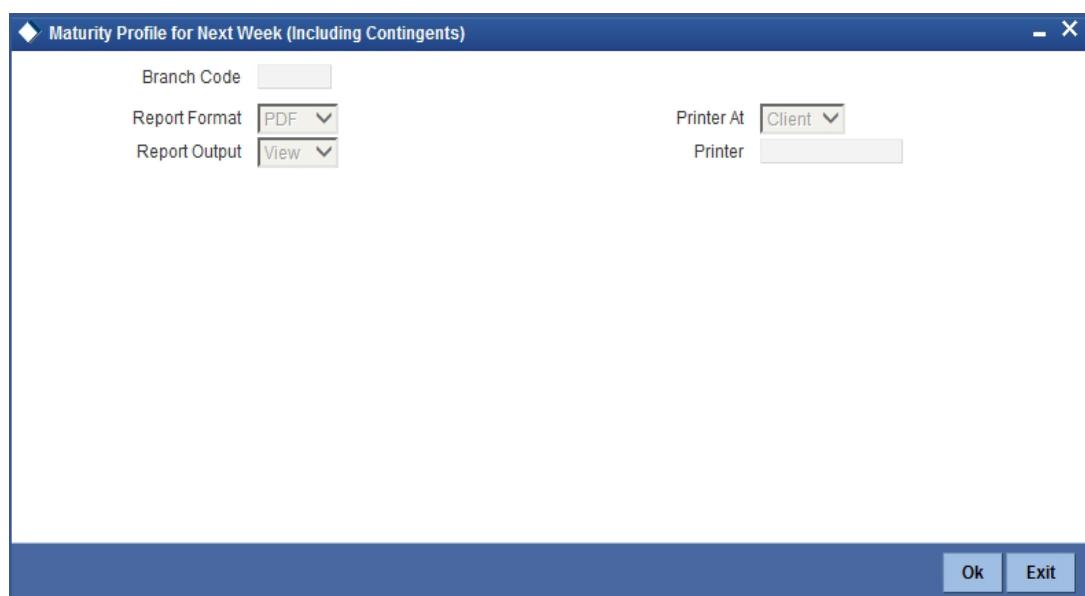
9.8 Maturity Profile for Next Week Report

This section contains the following topics:

- [Section 9.8.1, "Generating Maturity Profile for Next Week Report"](#)
- [Section 9.8.2, "Contents of the Report"](#)

9.8.1 Generating Maturity Profile for Next Week Report

You can generate this report using 'Maturity Profile for Next Week (Including Contingents)' screen. To invoke the screen, type 'CORMNPRF' in the field at the top right corner of the application toolbar and click the adjoining arrow button.



Branch Code

Select the branch code from the option list. The system generates the report of maturity profile for next week for the selected branch.

Specify the report options and click 'OK' button to generate the report.

9.8.2 Contents of the Report

The parameters specified while generating the report are printed at the beginning of the report. Other content displayed in the report is as follows:

Header

The header of the report contains the title of the report, branch code, branch name, branch date, User ID of the user who generated the report, module code, run date and time of the report and the page number of the report.

Body of the Report

The following details are displayed as body of the generated report:

Field Name	Field Description
Module	The code that identifies the module
Branch	The branch code and the name of the branch
Product Code/ Account Class	The product code if the details are displayed for a contract, or the account class if the details are displayed for an account
Description Product/Account	The description of the product code if the details are displayed for a contract, or the description of account class if the details are displayed for an account
Customer Name/Cus- tomer CIF	The customer's name and customer number
Booking Date/ Origination Date	The booking date of the contract if the details are displayed for a contract, or the origination date of the account if the details are displayed for an account
Contract Refer- ence Number / Customer Account number	The reference number of the contract if the details are displayed for a contract, or the customer account number if the details are displayed for an account
Tenor	The tenor
Original balance	The original balance
Outstanding bal- ance	The outstanding balance

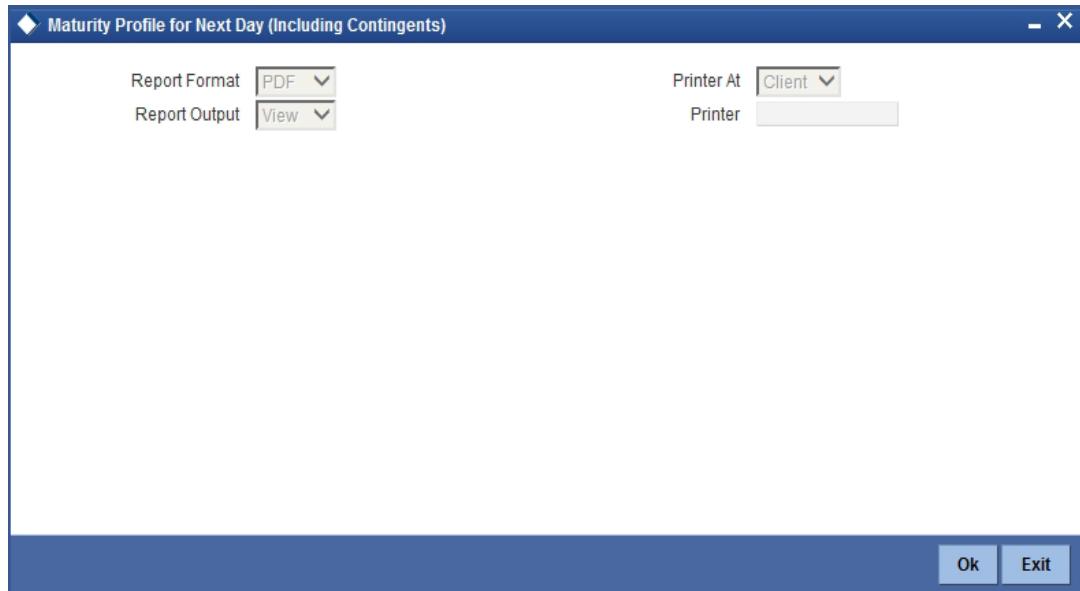
9.9 Maturity Profile for Next Day Report

This section contains the following topics:

- [Section 9.9.1, "Generating Maturity Profile for Next Day Report"](#)
- [Section 9.9.2, "Contents of the Report"](#)

9.9.1 Generating Maturity Profile for Next Day Report

You can generate this report using 'Maturity Profile for Next Day (Including Contingents)' screen. To invoke the screen, type 'CORMTPRF' in the field at the top right corner of the application toolbar and click the adjoining arrow button.



Specify the report options and click 'OK' button to generate the report.

9.9.2 Contents of the Report

The following content is displayed in the report:

Header

The header of the report contains the title of the report, branch code, branch name, branch date, User ID of the user who generated the report, module code, run date and time of the report and the page number of the report.

Body of the Report

The following details are displayed as body of the generated report:

Field Name	Field Description
Module	The code that identifies the module
Branch	The branch code and the name of the branch
Product Code/Account Class	The product code if the details are displayed for a contract, or the account class if the details are displayed for an account
Description Product/Account	The description of the product code if the details are displayed for a contract, or the description of account class if the details are displayed for an account

Field Name	Field Description
Customer Name/Customer CIF	The customer's name and customer number
Booking Date/Origination Date	The booking date of the contract if the details are displayed for a contract, or the origination date of the account if the details are displayed for an account
Contract Reference Number / Customer Account number	The reference number of the contract if the details are displayed for a contract, or the customer account number if the details are displayed for an account
Tenor	The tenor
Original balance	The original balance
Outstanding balance	The outstanding balance

10. Function ID Glossary

A

ACRFCDR 9-8

C

CORINTBR 9-10

CORMNPRF 9-11

CORMTPRF 9-13

G

GLDCLSMT 2-2

M

MIDADJ 7-2

MIDGRPMT 4-2

MIDHEAD 5-1

MIDPRDMN 2-5

MIDXCODE 3-1

MIDXPOLD 6-1

MIRERRPT 9-6

MIRPRLO 9-3

MIRREFRT 9-5

MISPRDMN 2-6