

Corporate Loan Origination User Guide

# **Oracle FLEXCUBE Corporate Lending**

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# 1. Preface

## 1.1 Introduction

This manual is designed to help you maintain and process corporate loans in Oracle FLEXCUBE. It also assists you in handling all the necessary activities in the life cycle of a corporate loan generation process.

## 1.2 Audience

This manual is intended for the Customer Service Representatives (CSRs) and 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 Acronyms and Abbreviations

The following are some of the acronyms and abbreviations you are likely to find in the manual:

Abbreviation	Description
EOD	End of Day
BOD	Beginning of Day
KYC	Know Your Customer
BPEL	Business Process Execution Language
System/the system	Oracle FLEXCUBE system (unless otherwise specified).

## 1.5 Organization

This manual is organized as follows:

Chapter	Description
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>Corporate Loan Origination</i> explains the workflow of a loan generation process.
Chapter 3	<i>Maintenances</i> describes about the general maintenance options available to ensure successful functioning of a corporate loan origination process.
Chapter 4	<i>Function ID Glossary</i> has alphabetical listing of Function/Screen ID's used in the module with page references for quick navigation.

## 1.6 Related Documents

- The Procedures User Manual
- The Messaging System User Manual
- The Central Liability User Manual
- The Products User Manual

## 1.7 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

---

## 2. Corporate Loan Origination

### 2.1 Introduction

The process of loan origination gets initiated when a prospective customer approaches the bank, with a loan account opening request or when the bank approaches a prospective customer, taking lead from its database. In case of a bank-initiated request, the process moves forward only if the prospective customer is interested. The entire process is carried out in multiple stages and on successful completion of each stage, it moves automatically to the next stage.

When the customer approaches the bank for its products and offers, before initiating the loan origination process, the bank can create a mock-proposal which would have the personal details of the customer, the loan offers the customer is interested in as well as the schedules associated with the loan offer. This can be stored as reference in the system to be retrieved when the actual loan process flow is initiated.

Corporate lending process flow uses Oracle BPMN framework with multiple human tasks for workflow stages. The capture and enrichment of information in multiple steps can be dynamically assigned to different user roles, so that multiple users can take part in the transaction. Oracle Business rules are used for dynamic creation of multiple approval stages.

The following details need to be maintained for originating a Corporate Loan:

- Credit rating rules
- Credit ratios
- Override details
- Document checklist and advices
- Application category details

The Corporate Loan origination process flow is composed of following stages:

- Application Entry
- Application Verification
- Underwriting
- Loan Approval
- Document Verification
- Manual Retry

The features, maintenances, and the different stages in the process flow are explained in detail in the following sections.

This chapter contains the following sections:

- [Section 2.2, "Defining Bank Level Parameters for Lead ID"](#)
- [Section 2.3, "Maintaining Credit Rating Rules"](#)
- [Section 2.4, "Credit Ratios"](#)
- [Section 2.5, "Maintaining Ratio Details"](#)
- [Section 2.6, "Pricing Details"](#)
- [Section 2.7, "Stages in Corporate Loan Origination"](#)

- [Section 2.8, "Application Entry"](#)
- [Section 2.9, "Application Verification"](#)
- [Section 2.10, "Underwriting"](#)
- [Section 2.11, "Loan Approval"](#)
- [Section 2.12, "Document Verification"](#)
- [Section 2.13, "Manual Retry"](#)

## 2.2 Defining Bank Level Parameters for Lead ID

You can maintain bank level parameters for lead ID generation and auto closure of leads in the Bank Parameters Maintenance screen. To invoke this screen type "OCDBKPMT" in the field at the top right corner of the Application tool bar and click the adjoining arrow button.

You can specify the following here:

### **Bank Code**

Select the bank code from the adjoining option list.

### **Bank Description**

Give a brief description on the bank.

### **External Credit Bureau Maintained**

Select this check box if external credit bureau is maintained.

### **Maximum Penny Credit Attempts**

Specify the number of attempts made for penny credit.

### **Lead Preferences**

#### **Lead Id Auto Generation**

Select this check box to indicate that the lead ID should be auto generated. Lead ID should be less than or equal to 16 characters.

Lead mask criteria:

@(BRN): Branch Code, 3 digits

@(CCY): Currency, 3 digits

@(DATE:): Date, YYDDD, 5 digits

@(SEQ:): sequence number, 4 digits

@(PRCD): Process code for lead screen, 4 digits, hard-coded as 'LEAD'

#### **Lead ID Mask**

Specify the criteria for the lead ID generation.

#### **Lead Auto Closure Period (Days)**

Specify the lead auto closure period in days.

All leads in any status other than the following are auto closed if they meet the configured closure period:

- 'Application Under Process' (i.e. loan leads already in origination work flow)
- 'Converted' or 'Account Opening in progress'
- 'Origination in Progress' (i.e. for CASA leads in origination)

The auto closure period is decided by the bank based on the turnaround time of all other linked processes with the lead and hence it is managed and decided accordingly by the bank.

## **2.3 Maintaining Credit Rating Rules**

You can maintain a set of questions along with a possible set of answers with associated scores, to assess the credit rating of a prospective loan customer. You can also calculate the risk factor associated with the loan and arrive at a credit grade based on the scores obtained.

This section contains the following topics:

- [Section 2.3.1, "Main Tab"](#)
- [Section 2.3.2, "Risk Factor Tab"](#)
- [Section 2.3.3, "Specifying Credit Grades"](#)
- [Section 2.3.4, "Specifying Auto Decision"](#)
- [Section 2.3.5, "Viewing Credit Rule Summary"](#)

You can maintain these details in 'Rule Details' screen. You can invoke this screen by typing 'OCDRLUMT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.'

You can specify the following details in this screen:

**Rule ID**

Specify a unique identification for the credit rating rule.

**Description**

Specify a suitable description for the credit rating rule.

**Type**

Select the type of the loan from the following options available:

- Corporate

**2.3.1 Main Tab**

You can maintain the following details in this tab:

**Question Details**

**Question ID**

The question ID is automatically generated by the system.

**Category**

Select the category to which the question belongs from the option list provided.

**Question**

Specify the question to be asked to the prospective customer to derive the credit rating score.

## Answer Details

### **Sequence Number**

The sequence number is automatically generated by the system.

### **Possible Answer**

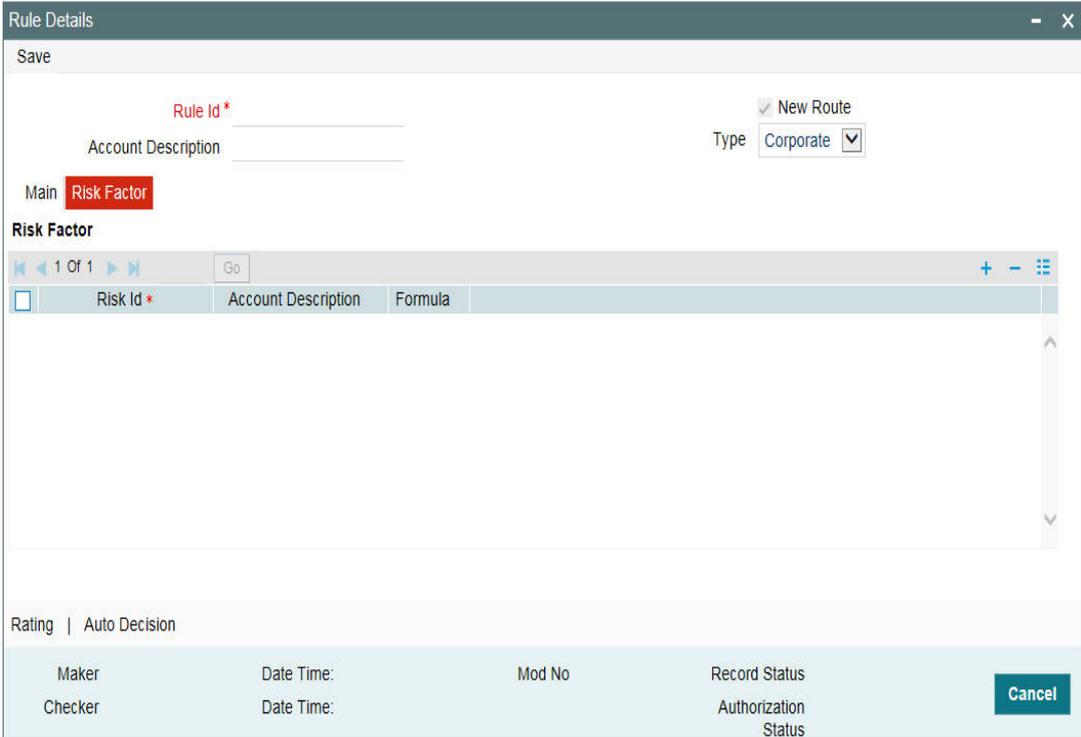
Specify a set of possible answers to be associated with a question.

### **Score**

Specify the score associated with an answer.

## **2.3.2 Risk Factor Tab**

You can specify the risk details associated with the loan and also indicate the formula for calculating the credit score in this tab.



The screenshot shows a 'Rule Details' window with a 'Save' button at the top left. Below it, there is a 'Rule Id \*' field and a 'New Route' checkbox. An 'Account Description' field is also present. A 'Type' dropdown menu is set to 'Corporate'. The 'Main' tab is selected, and the 'Risk Factor' sub-tab is active. Below this, there is a table with columns for 'Risk Id \*', 'Account Description', and 'Formula'. The table is currently empty. At the bottom of the window, there are fields for 'Maker', 'Checker', 'Date Time', 'Mod No', 'Record Status', and 'Authorization Status', along with a 'Cancel' button.

You can specify the following details here:

### **Risk ID**

Specify a unique identifier for the credit risk being maintained.

### **Description**

Specify a suitable description for the credit risk.

### **2.3.2.1 Specifying Formula Details**

You can specify the formula to calculate the credit score by clicking the 'Formula' button corresponding to a credit risk entry in Risk Factor tab. In the 'Formula' screen you can specify the condition for calculating the credit score associated with a risk condition.

You can specify the following details here:

### **Sequence Number**

The sequence number is automatically generated by the system.

### Condition

The condition specified using the Elements, Functions, Operators, and so on. gets displayed here.

### Result

Specify the result to be associated with the condition specified.

### Elements

Specify the data elements to be used to define the formula for credit score calculation or select the element from the option list provided.

### Functions

Select the mathematical function to be used to define the formula from the drop-down list provided.

### Braces

Select the opening or the closing brace from the drop-down list provided, to define the credit score calculation formula.

### Operators

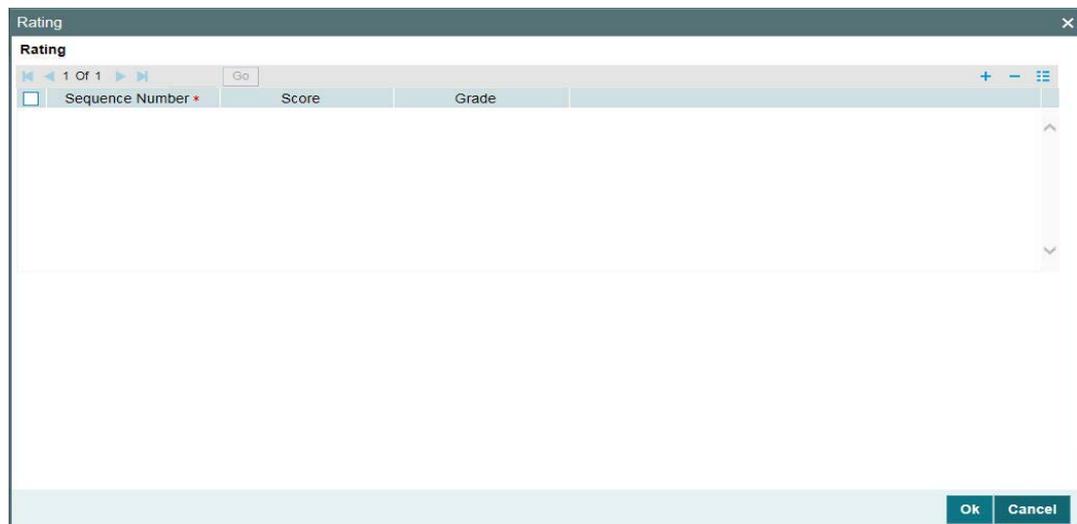
Select the mathematical operator to be used to define the credit score calculation formula. You can select '+', '-', '\*', or '/'.

### Logical Operators

Select the logical operator to be used to define the credit score calculation formula. You can select '<', '>', '=', '<>', '>=', '<=', 'AND' or 'OR'.

## 2.3.3 Specifying Credit Grades

You can maintain different credit grades based on the credit scores obtained. Click 'Rating' button in Rule Details screens to invoke the 'Rating' screen, where you can maintain these details.



The screenshot shows a 'Rating' dialog box with a table. The table has three columns: 'Sequence Number', 'Score', and 'Grade'. The 'Sequence Number' column is currently empty. The 'Score' and 'Grade' columns are also empty. The dialog box has a 'Go' button and a '1 Of 1' indicator. At the bottom right, there are 'Ok' and 'Cancel' buttons.

You can specify the following details here:

### Sequence Number

The sequence number is automatically generated by the system.

### Score

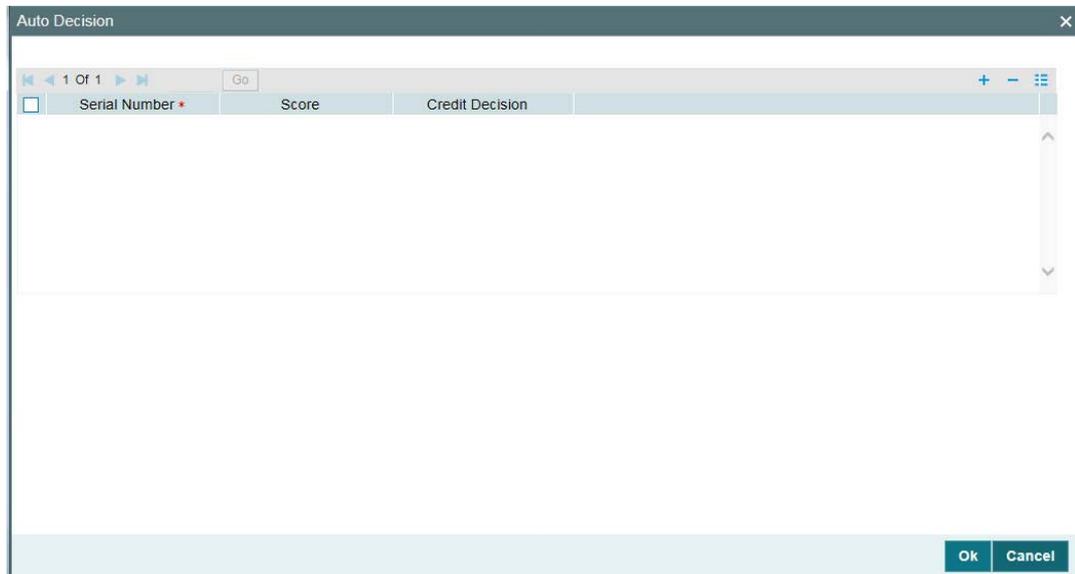
Specify the score associated with a credit risk.

## Grade

Specify the credit grade based on the score obtained.

### 2.3.4 Specifying Auto Decision

You can maintain decisions based on the credit scores obtained to decide applicants eligibility for loan. Click 'Auto Decision' button in Rule Details screens to invoke the 'Auto Decision' screen, where you can maintain these details.



#### **Serial Number**

System generates the unique serial number for each auto decision status.

#### **Score**

Specify the maximum credit score for the applicant based on the auto decision.

#### **Credit Decision**

Specify the credit decision for the applicant based on the auto decision. You can select any of the following options from the drop-down list provided:

- AUTO APPROVED – Applications proceed to 'Document Verification' stage from 'Underwriting' stage. If this option is selected, 'Loan Approval' stage is skipped.
- RECOMMEND-APPROVAL – Applications need to be approved manually in 'Loan Approval' stage after the 'Underwriting Stage'.
- RECOMMEND-REJECT – Applications need to be approved manually in 'Loan Approval' stage after the 'Underwriting Stage'.
- AUTO REJECTED – Applications proceed to the 'Application entry' stage from 'Application verification' stage again.

### 2.3.5 Viewing Credit Rule Summary

You can view a summary of the credit rules in 'Rule Maintenance' screen. You can also query for a particular record based on desired search criteria.

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

The screenshot shows a web application window titled "Rules". At the top, there are search options: "Search", "Advanced Search", "Reset", and "Clear All". Below this, there is a "Case Sensitive" section with two dropdown menus: "Authorization Status" and "Record Status". A "Rule Id" field with a magnifying glass icon is also present. The main area features a table with columns: "Authorization Status", "Record Status", "Rule Id", and "Account Description". The table is currently empty. At the bottom right of the window, there is an "Exit" button.

You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Rule ID

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.4 Credit Ratios

This section contains the following topics:

- [Section 2.4.1, "Maintaining Credit Ratios"](#)
- [Section 2.4.2, "Specifying Formula Details"](#)
- [Section 2.4.3, "Viewing Credit Ratio Summary"](#)

## 2.4.1 Maintaining Credit Ratios

You can maintain the rules to calculate the credit ratios in 'Credit Ratio Maintenance' screen. You can invoke this screen by typing "OCDRATMT" in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

Credit Ratio Maintenance

Save

Group Id \* \_\_\_\_\_

Description \_\_\_\_\_

Type Corporate

New Route

Ratio Id

Ratio Id *	Description	Formula
------------	-------------	---------

Range

Maker	Date Time:	Mod No	Record Status
Checker	Date Time:		Authorization Status

Cancel

You can specify the following details in this screen:

### **Group ID**

Specify a unique identification code for the ratio group.

### **Description**

Specify a suitable description for the ratio group.

### **Type**

Select the type of the loan from the following options available:

- Corporate

### **Ratio ID**

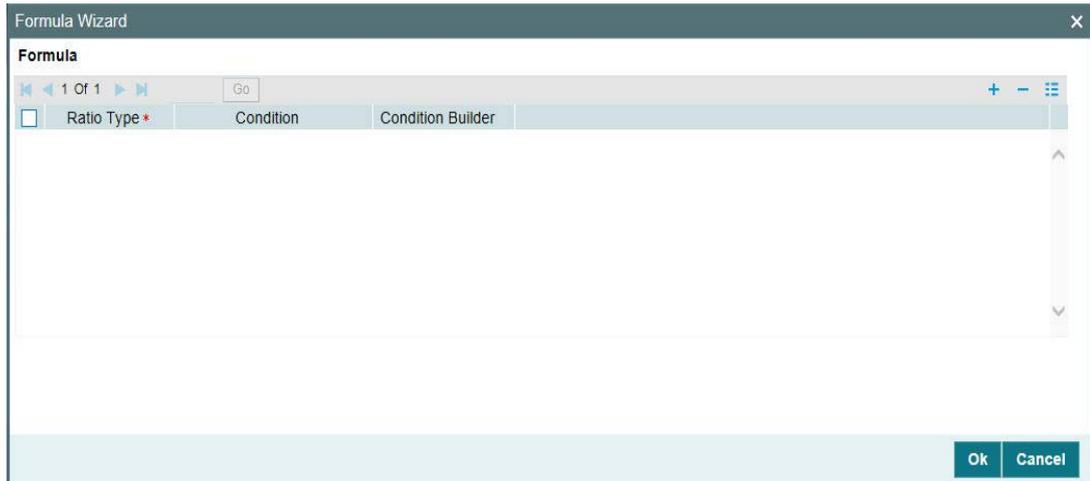
Specify a unique identification for the credit ratio being maintained.

### **Description**

Specify a suitable description for the credit ratio.

## 2.4.2 Specifying Formula Details

You can specify the formula to calculate the credit ratio by clicking the 'Formula' button corresponding to a ratio ID. The 'Formula' screen is displayed where you can specify the condition for calculating the credit ratio associated with a ratio ID.



You can specify the following details here:

### **Ratio Type**

Select the type of the ratio being maintained, from the drop down list provided. The following options are available:

- Stated Before
- Stated After
- Actual Before
- Actual After

### **Condition**

The condition specified using the Elements, Functions, Operators, and so on. gets displayed here.

### **Elements**

Specify the data elements to be used to define the formula for credit ratio calculation or select the element from the option list provided.

### **Functions**

Select the mathematical function to be used to define the formula from the drop-down list provided.

### **Braces**

Select the opening or the closing brace from the drop-down list provided, to define the credit ratio calculation formula.

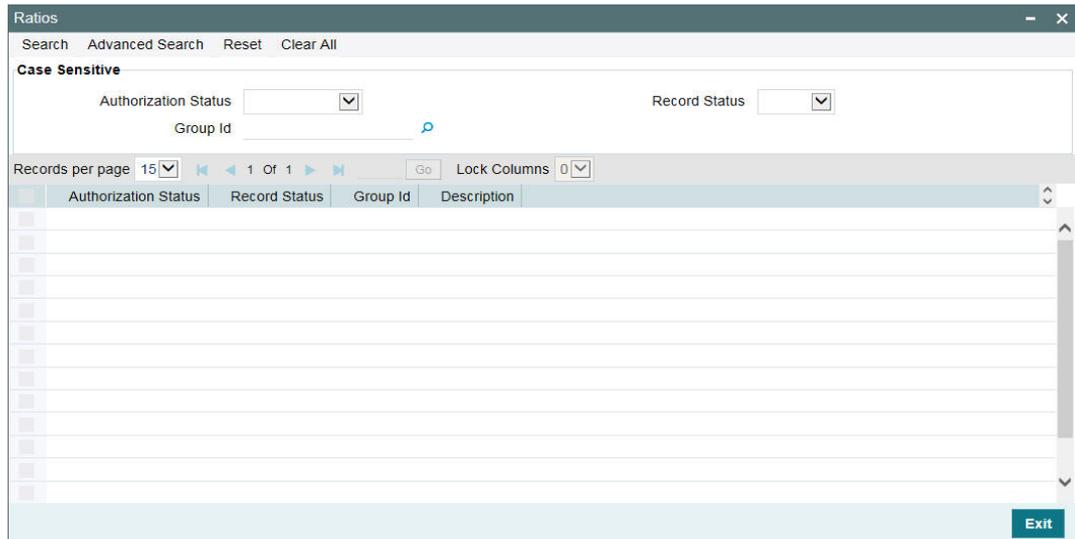
### **Operators**

Select the mathematical operator to be used to define the credit ratio calculation formula. You can select '+', '-', '\*', or '/'.

## **2.4.3 Viewing Credit Ratio Summary**

You can view a summary of the credit ratios in 'Credit Ratio Maintenance' screen. You can also query for a particular record based on desired search criteria.

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



You can specify any of the following details to search for a record:

- Authorization Status
- Record Status
- Group ID

Click 'Search' button to search for a record based on the search criteria specified. You can double click a desired record to view the detailed screen.

## 2.5 Maintaining Ratio Details

You can define templates for calculating financial ratios taken from the balance sheet, income statement, statement of cash flows or statement of retained earnings within the product. You can capture the template related details through the 'Ratio Template Definition' screen.

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

Credit Ratio Maintenance

Save

Group Id \*

Description

Type Corporate

New Route

Ratio Id

Ratio Id *	Description	Formula

Range

Maker Date Time: Mod No Record Status

Checker Date Time: Authorization Status

Cancel

Specify the following details:

**Group Id**

Specify the group id here.

**Description**

Specify a brief description of the group id you are maintaining.

**Type**

Select the credit ratio type from the adjoining drop-down list. This list displays the following values:

- Corporate

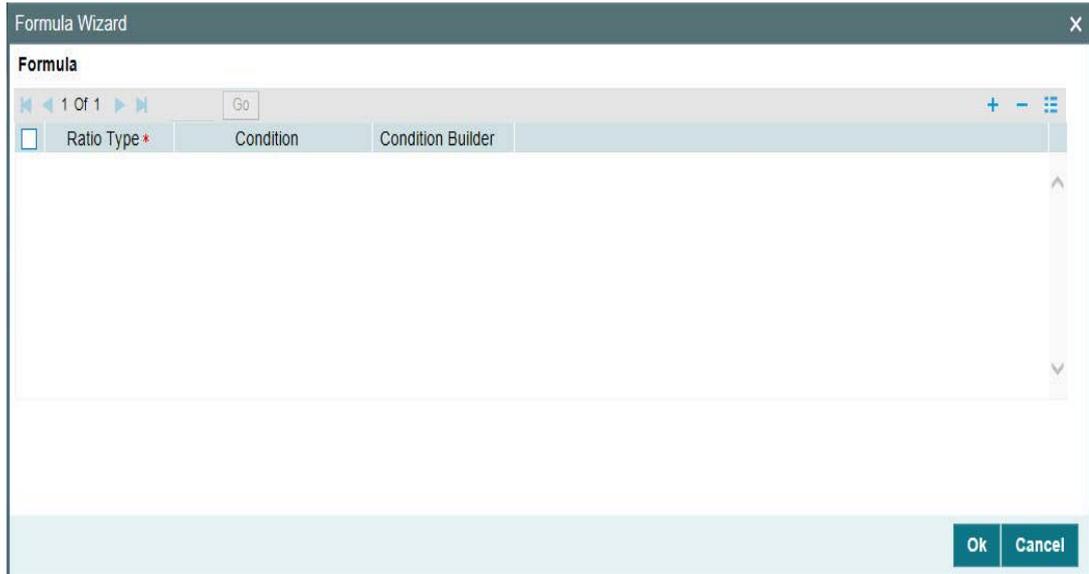
**Ratio Id**

Specify the ratio id here.

**Description**

Specify a brief description for the ratio id you are maintaining.

Click the 'Formula' button to build the ratio formula.



Specify the following details

### **Formula**

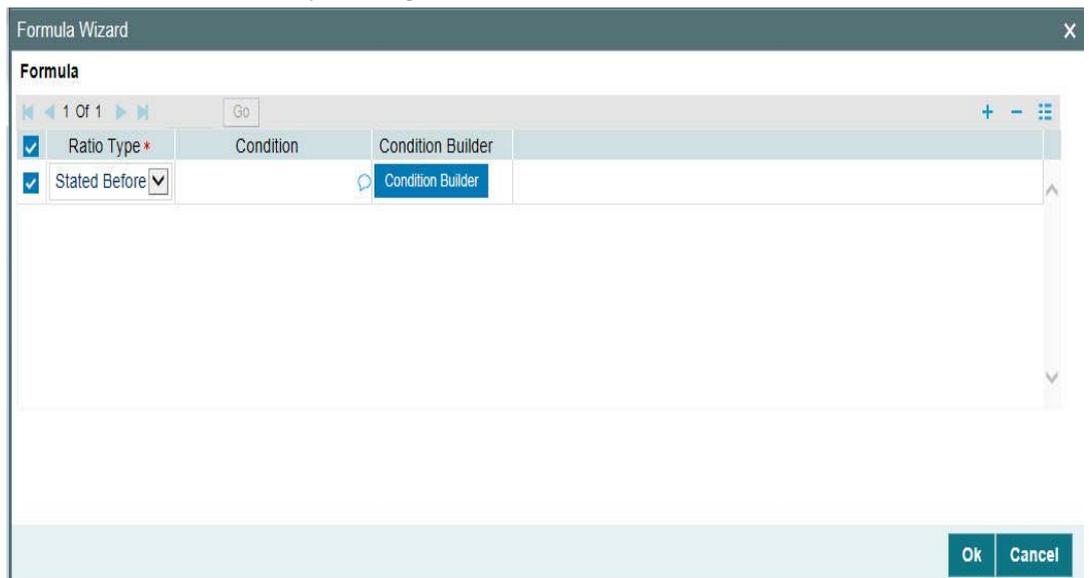
#### **Ratio Type**

Select the ratio type from the adjoining drop-down list. This list displays the following values:

- Stated Before
- Stated After
- Actual Before
- Actual After

#### **Condition**

Specify the condition here. You can also maintain the condition in the 'Condition Builder' screen which is invoked by clicking the 'Condition Builder' button.



Specify the following details:

**Condition**

Specify the condition for the rule here.

**Business Rule****Braces**

Select the braces from the adjoining drop-down list.

**Functions**

Select the functions from the adjoining drop-down list.

**Elements**

Select the elements from the adjoining option list. This list displays all valid elements maintained in the system.

**Operators**

Select the mathematical operators from the adjoining drop-down list. This list displays the following values:

- Equal To
- Greater Than
- Greater Than or Equal To
- Less Than
- Less Than or Equal To
- Like
- Not Like
- Not Equal To

**Logical Operators**

Select the logical operators from the adjoining drop down list. This list displays the following values:

- And: Use 'And'
- Or: Use 'OR'

**Value**

Specify the value of the SDE to define the condition. The value may be numeric or alphanumeric, as required for the condition.

After building the condition, click the 'Insert' button to insert the same. To remove a condition, click the 'Clear' button in the screen.

## **2.6 Pricing Details**

This section contains the following topics:

- [Section 2.6.1, "Maintaining Pricing Details"](#)
- [Section 2.6.2, "Maintaining Pricing Formula"](#)
- [Section 2.6.3, "Maintaining Pricing Offer"](#)
- [Section 2.6.4, "Viewing Pricing Details Summary"](#)

### **2.6.1 Maintaining Pricing Details**

Oracle FLEXCUBE allows you to maintain pricing groups and apply a suitable pricing rule to an application category during corporate loan origination. The pricing rule automatically

selects the best matched loan offer for the loan application from the available offers for the application category.

You need to maintain pricing groups and define the price IDs and formulae for the group using 'Pricing Details' screen. To invoke the screen, type 'OCDPRCMT' in the field at the top right corner of the application toolbar and click the adjoining arrow button.

The screenshot shows the 'Pricing Details' application window. At the top, there is a title bar with 'Pricing Details' and window control buttons. Below the title bar is a menu bar with 'New' and 'Enter Query'. The main area contains several input fields: 'Price Group ID \*' (with a red asterisk), 'Description', and 'Price Type' (a dropdown menu). Below these is a table titled 'Pricing Details'. The table has a header row with columns: 'Price ID \*', 'Price Description', 'Default', 'Formula', and 'Offer'. The table body is currently empty. At the bottom of the window, there are several fields: 'Maker', 'Checker', 'Date Time', 'Mod No', 'Record Status', and 'Authorization Status'. There is also an 'Exit' button in the bottom right corner.

Specify the following details:

### **Pricing Group ID**

Specify a unique name to identify the price group.

### **Description**

Specify a brief description of the price group.

### **Price Type**

Specify the price type associated with the price group. You can choose one of the following price types:

- Corporate

### **Pricing Details**

Specify the following details.

### **Price ID**

Specify a unique price ID.

This price ID can be applied to a loan at underwriting stage.

### **Price Description**

Specify a brief description of the price ID.

### Default

Select this check box to set this as the default price ID for the price group that you maintain.

## 2.6.2 Maintaining Pricing Formula

Click 'Formula' button to define the pricing rule for each price ID. You can define the formula using origination system elements in Oracle FLEXCUBE.

The screenshot shows the 'Formula Maintenance' window. At the top, there is a navigation bar with '1 Of 1' and a 'Go' button. Below this is a table with three columns: 'Sequence Number', 'Condition', and 'Score'. The table is currently empty. Below the table, there are several input fields: 'Elements' with a search icon, 'Index', 'Functions' with a dropdown arrow, 'Braces' with a dropdown arrow, 'Operators' with a dropdown arrow, and 'Logical Operators' with a dropdown arrow. At the bottom right, there are 'Ok' and 'Cancel' buttons.

### Sequence Number

Specify the sequence number.

### Condition

Specify the possible data or the data limits here. The supported operators are:

Operator	Description
=	Equals To
>	Greater Than
>=	Greater Than (or) Equals To
<	Less Than
<=	Less Than (or) Equals To

### Score

Specify the score for each condition.

### Elements

Select the element from the adjoining option list.

If the loan requested details satisfies the condition specified in the pricing maintenance then the corresponding score gets added. If the details do not satisfy the condition then zero is considered as default score.

### Functions

Select the mathematical function to be used to define the formula from the drop-down list provided.

### Braces

Select the opening or the closing brace from the drop-down list provided, to define the credit score calculation formula.

### Operators

Select the mathematical operator to be used to define the credit score calculation formula. You can select '+', '-', '\*', or '/'.

### Logical Operators

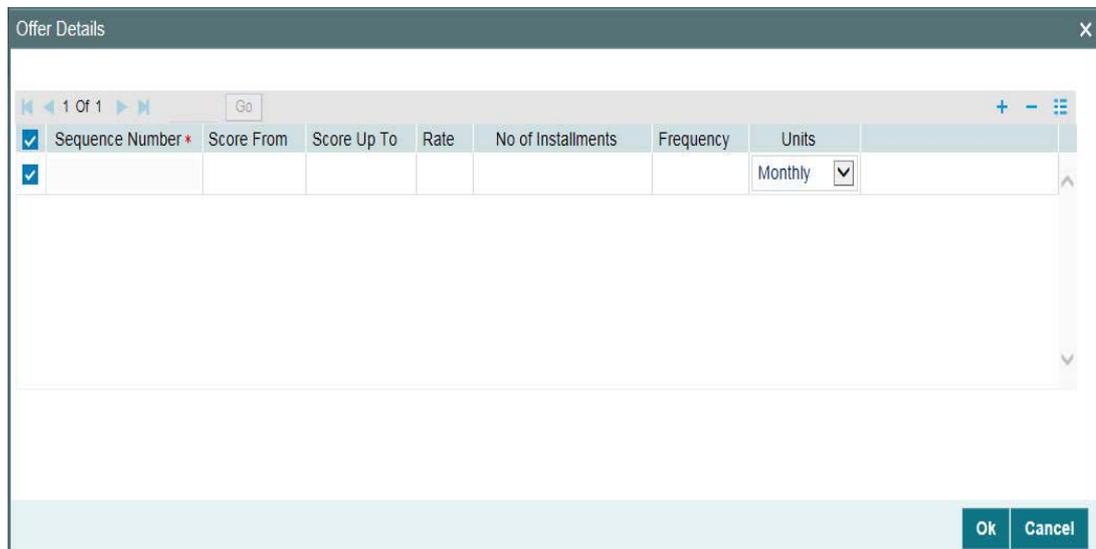
Select the logical operator to be used to define the credit score calculation formula. You can select '<', '>', '=', '<>', '>=', '<=', 'AND' or 'OR'.

Based on the formula and the loan application category, the system automatically applies a price ID to the application. You can apply a different price ID that matches the application only at the Underwriting Stage.

If you change a price ID selected by the system and reapply a different price ID, the system changes the score of the pricing rule. The score determines the price ID to be automatically applied.

## 2.6.3 Maintaining Pricing Offer

Click 'Offer' button to define the pricing rule for each price ID for the user to pick up the offer for the loan.



The screenshot shows a window titled "Offer Details" with a close button (X) in the top right corner. Below the title bar is a navigation bar with "1 Of 1" and a "Go" button. The main area contains a table with the following columns: "Sequence Number" (with a checkmark), "Score From", "Score Up To", "Rate", "No of Installments", "Frequency", and "Units". The "Units" column has a dropdown menu currently set to "Monthly". At the bottom right of the window, there are "Ok" and "Cancel" buttons.

You can specify the following details here:

#### Sequence Number

System generates the sequence number.

#### Score From

Specify the start credit score to pick the offer for the loan.

#### Score Up To

Specify the end credit score to pick the offer for the loan.

### Rate

Specify the rate to be picked up for the score.

### No of Instalments

Specify the number of instalments for the offer.

### Frequency

Specify the frequency of the offer.

### Units

Select the frequency unit from the adjoining drop-down list. You can select one of the following:

- Daily
- Weekly
- Monthly
- Quarterly
- Half Yearly
- Yearly
- Bullet

## 2.6.4 Viewing Pricing Details Summary

You can view the pricing details maintained in the 'Pricing Details' screen. To invoke the screen, type "OCSPRCMT" in the field at the top right corner of the application toolbar and click the adjoining arrow button.

The screenshot shows a web application window titled "Pricing". At the top, there is a search bar with options for "Search", "Advanced Search", "Reset", and "Clear All". Below this, a "Case Sensitive" section contains several filters: "Authorization Status" (dropdown), "Record Status" (dropdown), "Price Group ID" (text input with a search icon), "Price Type" (dropdown), and "Description" (text input with a search icon). Below the filters is a table control with "Records per page" set to 15, "1 Of 1" records, and "Lock Columns" set to 0. The table has columns for "Authorization Status", "Record Status", "Price Group ID", "Description", and "Price Type". The table is currently empty. An "Exit" button is located in the bottom right corner of the window.

In this screen, you can base your queries by providing any or all of the following criteria:

- Application Status
- Price Group ID
- Price Type

- Record Status
- Description

Based on the details provided, system displays the following details:

- Authorization Status
- Record Status
- Price Group ID
- Description
- Price Type

## **2.7 Stages in Corporate Loan Origination**

The different stages in corporate lending process flow are designed using Oracle BPEL framework. The process of loan origination consists of several manual as well as system tasks, carried out in a sequential manner. Many users can be involved in the completion of a transaction and at each stage of the process, a user or a group of users, assigned with a task, acquire and work on the relevant transaction.

Oracle Business rules that are embedded help the dynamic creation of multiple approval stages. The different stages and sub-stages in the process flow can be summarized as follows:

- Application Entry
  - Information captured in this stage include
    - Applicant Information
    - Corporate Information
    - Directors Information
    - Application details
    - Requested Loan Details
    - Facility Information
    - 
    - Checklist
    - Documents
- Application Verification
- Underwriting
  - Collateral Valuation Information
  - Applicant Financial Ratios
  - Applicant Credit Score
  - Applicant Bureau Report
  - Loan Offers
  - Loan Schedules
  - Loan Charges
  - Field Investigation
  - Document Capture
  - Advice Generation
- Loan Approval
- Document Verification

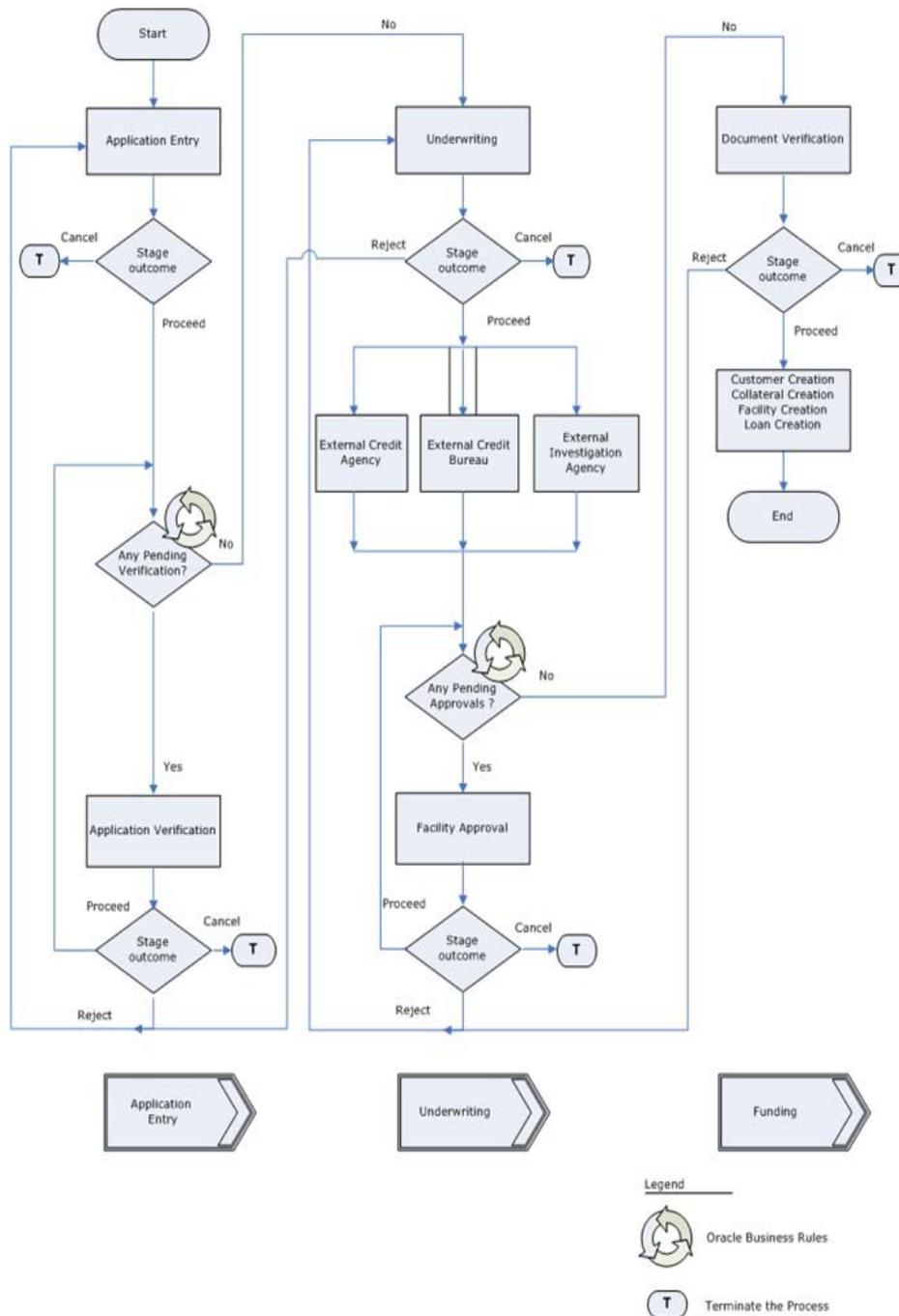
- Information captured during Previous stages are verified
- All documents obtained are verified against checklist
- Manual Retry

This section contains the following details:

- [Section 2.7.1, "Process Flow Diagram"](#)
- [Section 2.7.2, "Process Matrix"](#)

## 2.7.1 Process Flow Diagram

The process flow diagram given below illustrates the activities carried out during the different stages of the workflow.



The various tasks carried out in these stages are explained in detail in the subsequent sections.

## 2.7.2 Process Matrix

The process matrix given below lists out the different stages, the user role handling each stage, the function ids involved and the exit points for each stage.

Stage	Stage Title	Description	Function ID	Exit point
1	Application Entry	The following details are captured as part of this stage Application Details Applicant Details Requested Lending Details Collateral Details Check List User Defined Fields and Comments Document Capture Advice Generation	OCDCLAPP	PROCEED, CANCEL
2	Application Verification	The details captured as part of 'Application Entry' stage is verified	OCDCLVER	PROCEED, RETURN, CANCEL
3	Underwriting	The following details are captured as part of this stage Collateral Valuation Information Applicant Financial Ratios Applicant Credit Score Applicant Bureau Report Loan Offers Loan Schedules Loan Charges Field Investigation Document Capture	OCDCLUND	VERIFY PROCEED, RETURN, CANCEL
4	Loan Approval	Facility Approval	OCDCLAPR	PROCEED, RETURN, CANCEL

Stage	Stage Title	Description	Function ID	Exit point
5	Document Verification	Document Verification Final Verification Customer Creation Loan Account Creation Advice Generation	OCDCLDVR	PROCEED, RETURN, CANCEL
6	Manual Retry	This stage is optional. Task is moved to this stage only when the system is unable to create Customer/ Customer Account/ Liability/ Facility/ Collateral/ pool/ Loan. You can make the necessary changes & retry.	OCDCLMCU	PROCEED

The stages are explained in detail in the sections that follow.

## 2.8 Application Entry

In this stage, the bank receives an application requesting for the creation of a facility from a prospective borrower/customer. The relevant documents and financial statements are also provided by the customer. If the applicant/borrower does not have an account but intends to open one, the bank also obtains the account opening form and related documents as part of this activity.

The following details are captured in this stage:

- Applicant information
- Applicant contact information
- Director's information
- Corporate information
- Facility
- Loan details

Documents obtained from the applicant are also uploaded during this stage.

This section contains the following details:

- [Section 2.8.1, "Making Corporate Loan Application Entry"](#)
- [Section 2.8.2, "Main Tab"](#)
- [Section 2.8.3, "Details Tab"](#)
- [Section 2.8.4, "Financials Tab"](#)
- [Section 2.8.5, "Limits Tab"](#)
- [Section 2.8.6, "Requested Tab"](#)
- [Section 2.8.7, "Comments Tab"](#)
- [Section 2.8.8, "Capturing Document Details"](#)
- [Section 2.8.9, "Capturing Trade In Details"](#)

- [Section 2.8.10, "Customer Channel Button"](#)
- [Section 2.8.11, "Account Channel Button"](#)
- [Section 2.8.12, "Capturing Customer MIS"](#)
- [Section 2.8.13, "Capturing Customer Account MIS"](#)
- [Section 2.8.14, "Specifying Customer/Account Fields"](#)

## 2.8.1 Making Corporate Loan Application Entry

You can key-in the loan application details required in 'Corporate Loan Application Entry' screen. You can also invoke this screen by typing 'OCDCLAPP' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

The Application Number is automatically generated by the system. You can capture the following details in the main screen:

### **Application Category**

Specify the loan application category to be used or select the application category from the option list.

### **Product Code**

Select the product from the adjacent option list. The list displays only the corporate CL products created in Oracle FLEXCUBE.

### **Description**

System displays the description of the selected product code.

### **Application Branch**

System displays the current branch code.

### **Application Date**

System displays the application date.

**Lead ID**

Specify a unique identification for the prospective loan customer.

**Enquiry ID**

Specify an enquiry Id, if you want to retrieve information on the loan offer selected by the customer. You can also select the ID from the adjoining option list. The list contains all the Enquiry IDs created for the customer as part of the loan simulation process.

**Application Number**

System displays the application number.

**User Reference**

Specify the user reference number for the loan application. If you do not specify the reference number, system generates it when you click on the 'Default' button.

**Priority**

Select the priority for the creating export LC from the adjoining drop-down list. This list displays the following options:

- Low
- Medium
- High

**Status**

The status of the application gets displayed here.

Click 'Default' button to default the details related corresponding to the prospective loan customer.

## 2.8.2 **Main Tab**

In 'Main' tab, you can capture the details associated with the loan applicant. The customer details corresponding to the Application Category specified are displayed here. You can modify these details, if required.

**Channel**

Specify the channel ID of the originating channel.

**Auto Decision Required**

Select this check box to enable auto decision on loan application. If you select this check box, based on the applicant credit score – auto decision mapping maintained in 'Auto Decision' screen, the system decides whether to approve, reject, recommend approval or recommend rejection of the application.

**External Credit Check Required**

Select this check box to enable external credit bureau service for credit evaluation of the loan applicant.

If you select this check box, the system automatically initiates external credit check. The credit check initiation happens before underwriting stage.

**Applicant Details****Existing Customer**

Select this check box to indicate if the customer applying for the loan is an existing customer of the bank.

### Local Branch

Specify the applicant's home branch.

### Account branch

Specify the applicant's account branch.

### Customer No

For existing customers you need to select the customer number from the option list provided.

### National ID

Specify the national ID.

Click 'Default' button to default the details of existing customers.

---

#### Note

For more details on capturing Customer details, refer the chapter titled 'Maintaining Customer Information Files' in Core Entities user manual.

---

## 2.8.2.1 Fields

You can capture the user defined field details for the customer, if any by clicking 'Customer/Account Fields' button. The 'User Defined Fields' screen gets displayed where you can maintain the UDF details.

The screenshot shows the 'User Defined Fields' window. At the top, there is a text input field for 'Application Number \*'. Below it is a 'Customer' dropdown menu with 'Customer Account' selected. Further down are 'Customer Branch' and 'Customer No' text input fields. The main area is divided into three sections: 'Character Fields', 'Number Fields', and 'Date Fields'. Each section has a header with navigation icons and a 'Go' button, and a table with columns for 'Field Name \*' and 'Value'. At the bottom right, there are 'Ok' and 'Exit' buttons.

You can specify the following details in this screen:

#### Name

Specify the name of the UDF being created for the customer.

#### Value

Specify the value associated with the UDF being created for the customer.

## 2.8.3 Details Tab

---

### Note

This tab is enabled only if OFCL is deployed with ROFC and disabled if OFCL is standalone

---

The address and employment related details of the customer corresponding to the Application Category selected are displayed in this tab. You can modify these details if required.

The screenshot shows the 'Corporate Loan Application Entry' form in the 'Details' tab. The form is divided into several sections:

- Application Information:** Fields for Application Category, Product Code, Description, Application Branch (000), Application Date (2015-04-01), Lead Id, Enquiry ID, Application Number (000CCL367), User Reference, Priority (Low), and Status (New Application).
- Navigation:** Tabs for Main, Details (selected), Financials, Requested, Limits, and Comments.
- Address Details:** A section with a '1 Of 1' indicator and a '+' sign. It includes a dropdown for Address Type (Correspondence Address, Mailing) and input fields for Address 1, Address 2, Address 3, Zip, Country, and Contact Number.
- Director Details:** A section with a '1 Of 1' indicator and a '+' sign. It includes a dropdown for Director Name and input fields for Permanent Address (Address 1, Address 2) and Mailing Address (Address 1, Address 2).
- Footer:** A navigation bar with links for Documents, Trade In, Customer Channel, Account Channel, KYC Review, Customer Dedupe, Loan Dedupe, Customer MIS, and Customer Account MIS. Below this is a 'Previous Remarks' section with a 'Remarks' field, an 'Audit' button, an 'Outcome' dropdown, and an 'Exit' button.

In this screen, you can capture multiple address and employment details, if required.

---

### Note

For more details on capturing address details, refer the chapter titled 'Maintaining Customer Information Files' in Core Entities user manual.

---

You can capture the following additional details related to the Director in this tab:

#### **Director Name**

Specify the name of the director of the corporate customer.

#### **Tax ID**

Specify the tax identification of the director.

#### **E-mail**

Specify the e-mail ID of the director.

#### **Nationality**

Specify the nationality of the director.

#### **Share Percentage**

Specify the percentage of share for the key person.

### Telephone ISD Code +

Specify the international dialling code for the telephone number of the director. The adjoining option list displays valid ISD codes maintained in the system. Select the appropriate one.

### Telephone

Specify the telephone number of the director.

### Mobile ISD Code +

Specify the international dialling code for the mobile number of the director. The adjoining option list displays valid ISD codes maintained in the system. Select the appropriate one.

### Mobile Number

Specify the mobile number of the director.

## Permanent Address

### Address

Specify the permanent address of the director.

### Country

Specify the country associated with the address specified.

### Permanent US Resident Status

Select this check box to indicate that the corresponding director is a permanent US resident.

## Mailing

### Line 1 – 4

Specify the mailing address of the customer in Line 1 to Line 4 provided.

## 2.8.4 Financials Tab

You can capture the financial details corresponding to the customer in this screen.

The screenshot shows the 'Corporate Loan Application Entry' window with the 'Financials' tab selected. The interface includes a header with 'Save' and 'Hold' buttons. Below the header, there are several input fields for application details: Application Category, Product Code, Description, Application Branch (000), Application Date (2015-04-01), Lead Id, Enquiry ID, Application Number (0000CCL367), User Reference, Priority (Low), and Status (New Application). A navigation bar contains tabs for Main, Details, Financials (highlighted), Requested, Limits, and Comments. The main content area is divided into three columns: Assets, Capital, and Reserves. The Assets column includes Fixed Assets, Intangible Assets, Non Current Assets, and Current Assets. The Capital column includes Issued Capital and Paid up Capital. The Reserves column includes Subsidy from Government and General Reserves. Below these columns are sections for Surplus (Credit Balance in PL), Liabilities (Term Liabilities), and Cash Flows (Operations Activities). At the bottom, there is a 'Previous Remarks' section with a 'Remarks' input field, an 'Audit' button, an 'Outcome' dropdown menu, and an 'Exit' button. A footer bar contains navigation links: Documents, Trade In, Customer Channel, Account Channel, KYC Review, Customer Dedupe, Loan Dedupe, Customer MIS, and Customer Account MIS.

You can capture the following details here:

- Assets Details

- Capital details
- Reserves Details
- Surplus Details
- Liabilities Details
- Cash Flows
- Credit Application

## **Assets**

You can capture the following details corresponding to the loan applicant's assets:

### **Fixed Assets**

Specify the value associated with the fixed assets of the customer.

### **Intangible Assets**

Specify the value associated with the intangible assets of the customer.

### **Non Current Assets**

Specify the value associated with the non current assets of the customer.

### **Current Assets**

Specify the value associated with the current assets of the customer.

## **Capital**

You can capture the following details corresponding to the loan applicant's capital:

### **Issued Capital**

Specify the value associated with the issued capital of the customer.

### **Paid-Up Capital**

Specify the value associated with the paid-up capital of the customer.

## **Reserves**

You can capture the following details corresponding to the loan applicant's cash reserves:

### **Subsidy from Govt**

Specify the value of any subsidies the customer has obtained from the government.

### **General Reserves**

Specify the value associated with any general reserves of the customer.

## **Surplus**

You can capture the following details corresponding to the loan applicant's surplus income:

### **Credit Balance in PL**

Specify the surplus credit balance, if any, associated with the customer.

## **Liabilities**

You can capture the following details corresponding to the loan applicant's liabilities:

### **Term Liabilities**

Specify the value associated with the long term liabilities associated with the customer.

**Current Liabilities**

Specify the value associated with the current liabilities associated with the customer.

**Cash Flows**

You can capture the following details corresponding to the loan applicant's cash flows:

**Operations Activities**

Specify the cash flow value associated with the operation activities of the corporate customer.

**Investing Activities**

Specify the cash flow value associated with the investing activities of the corporate customer.

**Loan Activities**

Specify the cash flow value associated with the loan activities of the corporate customer.

**Credit Application**

The details associated with how the corporate customer has deployed his assets need to be captured as part of assessing the risk associated with the loan proposed. You can capture the following details related to the credit application:

**Borrower Profile**

Specify the details corresponding to the profile of the corporate customer's customer.

**Financial Performance**

Specify the details corresponding to the financial performance of the corporate customer's customer.

**Borrower Market Position**

Specify the details corresponding to the market position of the corporate customer's customer.

**Risk and Mitigants**

Specify the details corresponding to the risk and mitigants associated with the corporate customer's customer.

**Risk Department Mitigants**

Specify the inputs from risk department related to the risk mitigants associated with the corporate customer's customer.

**Risk Department Assessment**

Specify the risk department's assessment corresponding the corporate customer's customer.

**Facilities Proposed**

Specify the details corresponding to the facilities that have been proposed by the corporate customer.

**Approved Facilities**

Specify the details corresponding to the facilities that have been approved by the corporate customer.

**Recommended**

Specify the details corresponding to the facilities that have been recommended by the corporate customer.

**Terms and Conditions**

Specify the terms and conditions associated with the credit application.

## 2.8.5 Limits Tab

You can capture the Facility Information in 'Limits' tab.

The screenshot shows the 'Limits' tab in the 'Corporate Loan Application Entry' system. The interface is divided into several sections:

- Top Section:** Contains fields for 'Application Category\*', 'Product Code\*', 'Description', 'Application Branch' (000), 'Application Date' (2015-04-01), 'Lead Id', 'Enquiry ID', 'Application Number\*' (000CCL367), 'User Reference\*', 'Priority' (Low), and 'Status' (New Application).
- Navigation:** A tabbed interface with 'Main', 'Details', 'Financials', 'Requested', 'Limits' (active), and 'Comments'.
- Liability Details:** Fields for 'Liability Number', 'Liability Name', 'Main Liability No', 'Liability Branch' (000), 'Liability Currency' (USD), and 'Overall Limit'.
- Line Details:** Fields for 'Line Code', 'Line Serial', 'Main Line Code', 'Line Branch', 'Line Currency', 'Limit Amount', and 'Effective Line Amount Basis' (Limit).
- Availability:** Fields for 'Start Date', 'Expiry Date', 'Last Available Date', 'Remarks', and a checkbox for 'Revolving Line'.
- Bottom Section:** Includes 'Documents', 'Trade In', 'Customer Channel', 'Account Channel', 'KYC Review', 'Customer Dedupe', 'Loan Dedupe', 'Customer MIS', and 'Customer Account MIS'. It also has 'Previous Remarks', 'Remarks', 'Audit', 'Outcome', and 'Exit' buttons.

In this screen, specify the following details:

### Liability Details

#### **Liability Number**

Select the liability number. The adjoining option list displays all valid liability numbers maintained in the system. Select the appropriate one.

#### **Liability Name**

Select the liability name. The adjoining option list displays all valid liability names maintained in the system. Select the appropriate one.

#### **Main Liability No**

Select the parent liability number. The adjoining option list displays all valid main liability numbers maintained in the system. Select the appropriate one.

#### **Liability Branch**

Select the liability branch. The adjoining option list displays all valid liability branch maintained in the system. Select the appropriate one.

#### **Liability Currency**

Select the liability currency. The adjoining option list displays all valid liability currency maintained in the system. Select the appropriate one.

#### **Overall Limit**

Specify the overall limit.

### Line Details

#### **Line Code**

Select the line code. The adjoining option list displays all valid liability numbers maintained in the system. Select the appropriate one.

**Line Serial**

Specify the line serial number.

**Main Line Code**

Select the main line code. The adjoining option list displays all valid main line codes maintained in the system. Select the appropriate one.

**Line Branch**

Select the line branch code. The adjoining option list displays all valid branch codes maintained in the system. Select the appropriate one.

**Line Currency**

Select the line currency code. The adjoining option list displays all valid line currency codes maintained in the system. Select the appropriate one.

**Line Amount**

Specify the line amount.

**Limit Amount**

Specify the limit amount.

**Collateral Amount**

If the collateral is maintained, system displays the collateral amount when you click on 'Default' button. Otherwise, system displays the value as 'zero'.

**Effective Line Amount Basis**

Select the basis on which the effective line amount is calculated.

**Effective Line Amount**

System displays the effective line amount based on the specified effective line amount basis,

**Availability****Start Date**

Specify the start date of the line from the adjoining calendar.

**Expiry Date**

Specify the expiry date of the line from the adjoining calendar.

**Last Available Date**

Specify the last availability date for the line from the adjoining calendar.

**Remarks**

Specify the remarks for the line.

**Revolving Line**

Select this check box to indicate that the revolving line is required.

## 2.8.6 Requested Tab

The details related to the requested loan can be captured in this tab. If you have selected an 'Enquiry ID' for the customer, then the requested details that have been stored for the corresponding loan proposal are displayed here.

The screenshot shows the 'Corporate Loan Application Entry' window with the 'Requested' tab selected. The form contains the following fields and controls:

- Application Category\***: Text input field.
- Product Code\***: Text input field.
- Description**: Text input field.
- Application Branch**: Text input field with value '000'.
- Application Date**: Text input field with value '2015-04-01'.
- Lead Id**: Text input field.
- Enquiry ID**: Text input field with a 'Default' button next to it.
- Application Number\***: Text input field with value '000CCL367'.
- User Reference\***: Text input field.
- Priority**: Dropdown menu with 'Low' selected.
- Status**: Dropdown menu with 'New Application' selected.
- Currency\***: Text input field.
- Requested Amount\***: Text input field.
- Tenor(In Months)\***: Text input field with value '12'.
- No of Installments**: Text input field.
- Unit**: Dropdown menu with 'Monthly' selected.
- Purchase Order Reference**: Text input field with value 'No'.
- Loan Purpose**: Text input field.

Below the main form is an 'Itemizations' section with a table:

Itemization	Comments

At the bottom of the window, there are navigation and action buttons: 'Documents', 'Trade In', 'Customer Channel', 'Account Channel', 'KYC Review', 'Customer Dedupe', 'Loan Dedupe', 'Customer MIS', 'Customer Account MIS', 'Previous Remarks', 'Remarks', 'Audit', 'Outcome' (dropdown), and 'Exit'.

You can capture the following details here:

### Currency

Specify the loan currency preference of the customer or select the currency from the option list.

### Requested Amount

Specify the loan amount requested by the prospective customer.

### Tenor (in months)

Specify the preferred loan tenor (in months) of the prospective customer.

### No of Installments

Specify the requested Number of Loan Instalments/Schedules.

### Unit

Specify the requested Loan Schedule Frequency Unit/Basis.

### Purchase Order Reference No

Specify the reference number of the trade instrument.

### Loan Purpose

Specify the purpose of the loan.

### Itemization

Specify the tenor itemization that is required. For example, you can specify the itemizations like 'Booking Amount', 'Payment', 'Interiors', and so on.

### Comments

Specify comments, if any, corresponding to the itemization.

## 2.8.7 Comments Tab

In this tab, you can specify comments, if any, related to the loan application.

The screenshot shows the 'Comments' tab of the 'Corporate Loan Application Entry' form. The form is divided into several sections:

- Form Fields:** Application Category\*, Product Code\*, Description, Application Branch (000), Application Date (2015-04-01), Lead Id, Enquiry ID (with a 'Default' button), Application Number\* (000CCCL367), User Reference\*, Priority (Low), and Status (New Application).
- Navigation:** A tabbed interface with 'Main', 'Details', 'Financials', 'Requested', 'Limits', and 'Comments' (the active tab).
- Table:** A table with columns: Serial No\*, Comments\*, Comment By, and Comment Date. The table is currently empty.
- Footer:** A navigation bar with links: Documents | Trade In | Customer Channel | Account Channel | KYC Review | Customer Dedupe | Loan Dedupe | Customer MIS | Customer Account MIS. Below this, there are fields for 'Previous Remarks', 'Remarks', an 'Audit' button, an 'Outcome' dropdown, and an 'Exit' button.

You can specify the following details here:

### **Sequence Number**

The sequence number is automatically generated by the system.

### **Comments**

Specify comments, if any, to be associated with the loan application.

### **Comment By**

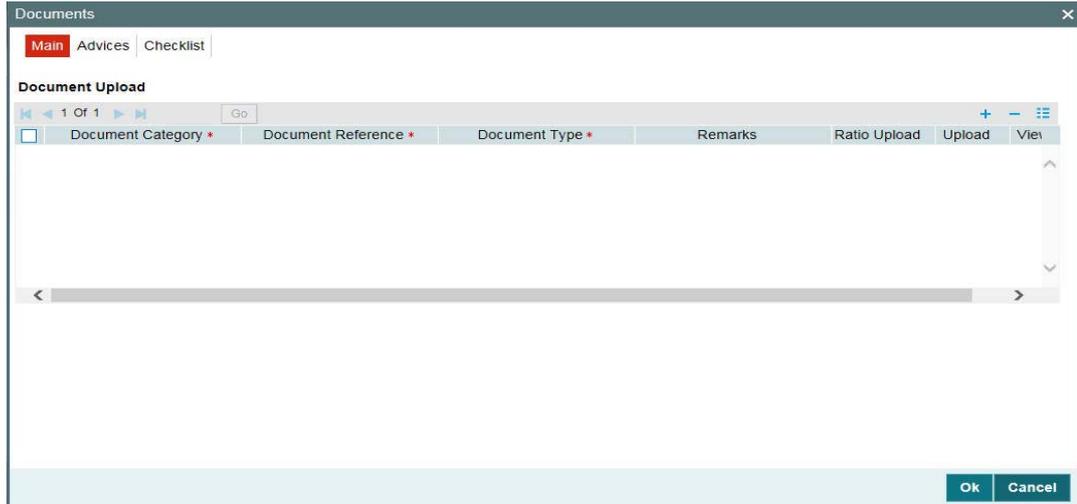
System displays the name of the commenter.

### **Comment Date**

The system displays the date on which the comment was added.

## 2.8.8 Capturing Document Details

You can capture the customer related documents in central content management repository through the 'Documents' screen. Click 'Documents' button to invoke this screen.



Here, you need to specify the following details:

**Document Category**

Specify the category of the document to be uploaded.

**Document Reference**

The system generates and displays a unique identifier for the document.

**Document Type**

Specify the type of document that is to be uploaded.

**Ratio Upload**

Select this check to view the calculated financial ratios, which is obtained by uploading the excel sheet (balance sheet, income statement, statement of cash flows, and so on.).

On clicking the 'Vertical Analysis' button, system displays the calculated ratios in ratio tab of underwriting stage.

**Upload**

Click 'Upload' button to open the 'Document Upload' sub-screen.

In the 'Document Upload' sub-screen, specify the corresponding document path and click the 'Submit' button. Once the document is uploaded through the upload button, the system displays the document reference number.

**View**

Click 'View' to view the document uploaded.

In 'Corporate Loan Origination' process, 'Document Upload' feature is not available in all the stages. Its availability in this process is given below:

Stage Title	Function Id	Doc Callform Exists	Upload(Available /Not Available)	View(Available/Not Available)
Application Entry	OCDCLAPP	Available	Available	Available
Application Verification	OCDCLVER	Available	Available	Available

Underwriting	OCDCLUND	Available	Available	Available
Facility Approval	OCDCLAPR	Available	Available	Available
Document Verification	OCDCLDVR	Available	Available	Available
Customer / Account / Facility / Loan / Collateral Creation				

### 2.8.9 Capturing Trade In Details

You can capture the trade-in details related to the loan application in 'Trade In' sub screen. To invoke this screen, click 'Trade In' button in Corporate Loan Application Entry screen.

You can capture the asset details and the valuation details of the asset in this screen.

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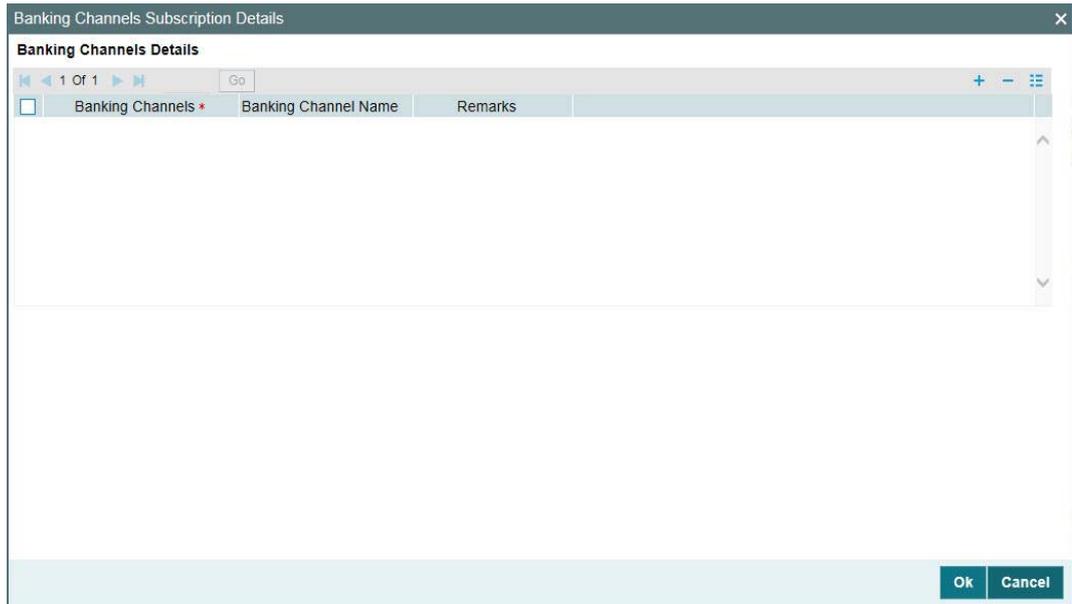
#### Note

For more details on Capturing Asset Valuation details, refer the section titled 'Account Asset Valuation' in Retail Lending user manual.

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### 2.8.10 Customer Channel Button

You can capture the information of channels like Internet Banking, Interactive Voice Response, Mobile, ATM, and Credit Card at customer level. Click 'Customer Channels' button to specify the details relating to channels.



Specify the following details:

**Banking Channels**

Specify the banking channels code. Alternatively, you can select the list of channels from the option list. The list displays the channels maintained in the system.

**Banking Channel Name**

The system displays the name of the banking channel.

**Remarks**

Specify remarks for the banking channel subscription.

**2.8.11 Account Channel Button**

You can capture the information of channels like Internet Banking, Interactive Voice Response, Mobile, ATM, and Credit Card at customer level. Click 'Account Channels' button to specify the details relating to channels.

The screenshot shows a window titled "Banking Channels Subscription Details". Inside, there is a section titled "Banking Channels Details" which contains a table. The table has two columns: "Banking Channel Name" and "Remarks". The table is currently empty. Above the table, there are navigation controls including "1 Of 1" and a "Go" button. At the bottom right of the window, there are "Ok" and "Cancel" buttons.

Specify the following details:

### Banking Channels

Specify the banking channels code. Alternatively, you can select the list of channels from the option list. The list displays the channels maintained in the system.

### Banking Channel Name

The system displays the name of the banking channel.

### Remarks

Specify remarks for the banking channel subscription.

## 2.8.12 Capturing Customer MIS

You can capture the MIS details for the customer, click 'Customer MIS' button.. System displays the 'Customer MIS' screen where you can maintain the MIS details.

The screenshot shows a window titled "Customer MIS". It contains several input fields: "Application Number \* 000CCCL367", "MIS Group" (with a "Default From MIS Group" button), "Customer No \*", and "Local Branch \* 000" (with a "Link to Group" checkbox). Below these fields, there are two tabs: "Customer MIS" (selected) and "Composite MIS". Under the "Customer MIS" tab, there is a section titled "Customer MIS Classes" which contains a table with two columns: "MIS Class" and "MIS Code". The table is currently empty. At the bottom of the window, there are "Change Log" and "Transfer Log" links, and "Ok" and "Cancel" buttons.

## 2.8.13 Capturing Customer Account MIS

You can capture the MIS details for the Customer Accounts in Customer Account MIS Screen. System displays the 'Customer Account MIS' screen where you can maintain the MIS details.

Customer Account MIS

Application Number\* 0000CCL367

Customer\*

Branch\*

Account\*

Account Class\*

Currency\* USD

Calc Method

Rate Code

Rate Type Fixed

Reference Rate

Spread

Pool Code (selected)

Account Level

Pool Code

Link to Group

MIS Group

Default MIS Group

Transaction MIS	Composite MIS	Cost MIS
Transaction MIS 1	Composite MIS 1	Cost MIS 1
Transaction MIS 2	Composite MIS 2	Cost MIS 2
Transaction MIS 3	Composite MIS 3	Cost MIS 3
Transaction MIS 4	Composite MIS 4	Cost MIS 4
Transaction MIS 5	Composite MIS 5	Cost MIS 5
Transaction MIS 6	Composite MIS 6	
Transaction MIS 7	Composite MIS 7	
Transaction MIS 8	Composite MIS 8	
Transaction MIS 9	Composite MIS 9	

Change Log | Transfer Log

Ok Cancel

## 2.8.14 Specifying Customer/Account Fields

You can capture the user defined field details for the customer and customer account, if any by clicking 'Customer/Account Fields' button . System displays the 'User Defined Field' screen where you can maintain the UDF details.

User Defined Fields

Application Number\*

Customer Customer Account

Customer Branch

Customer No

Character Fields	
Field Name*	Value

Number Fields	
Field Name*	Value

Date Fields	
Field Name*	Value

Ok Exit

You can specify the following user defined field details for the customer in Customer Tab:

### Name

Specify the name of the UDF being created for the customer.

## Value

Specify the value associated with the UDF being created for the customer.

The screenshot shows the 'User Defined Fields' interface. At the top, there's a header 'User Defined Fields'. Below it, there are several input fields: 'Application Number \*', 'Customer' (with a dropdown menu showing 'Customer Account'), 'Account Branch', and 'Account Number'. Underneath, there are three tables: 'Character Fields', 'Number Fields', and 'Date Fields'. Each table has a header row with 'Field Name \*' and 'Value' columns. The tables are currently empty.

You can specify the following user defined field details for the customer account, in Customer Account Tab.

## Name

Specify the name of the UDF being created for the customer account.

## Value

Specify the value associated with the UDF being created for the customer account.

## 2.9 Application Verification

The information captured in the previous stage is verified in the Application Verification stage.

The screenshot shows the 'Corporate Loan Application Verification Stage' interface. It has a header 'Corporate Loan Application Verification Stage' and a 'Save Hold' button. The form contains several sections: 'Application Category \*', 'Product Code \*', 'Description', 'Application Branch', 'Application Date', 'Lead Id', 'Enquiry ID', 'Application Number \*', 'User Reference \*', 'Priority', 'Status', 'Channel', 'KYC Required', 'External Credit Check Required', 'Applicant Details' (including Branch, Customer No \*, Existing Customer, Short Name \*, Customer Name, National ID, Category \*, RM ID, Telephone ISD Code +, Telephone, Fax ISD Code +, Fax, Language \*), 'Documents', 'Trade In', 'Customer Channel', 'Account Channel', 'KYC Review', 'Customer Dedupe', 'Loan Dedupe', 'Customer MIS', 'Customer Account MIS', 'Previous Remarks', 'Remarks', 'Audit', 'Outcome', and 'Exit'.

The details related to the loan application entry are displayed in this screen, which can be verified by the verifier. The details cannot be modified in this stage, but comments can be added appropriately. On completion of this stage, the advices that are maintained for the stage are generated.

The verifier can either send the application back to the previous stage if the information provided is not adequate or can cancel it if the information captured is not satisfactory.

If the application details are verified successfully, the verifier can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The verifier can select 'REJECT' to return the process to previous stage for data correction or 'CANCEL' to terminate the process.

On successful verification a message, stating that the task is successfully completed, gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the check box against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the system message as "Acquire Successful" on successful acquisition of the task.

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open 'Corporate Loan Underwriting' screen.

## **2.10 Underwriting**

In this stage, the bank assesses the eligibility of the borrower for the requested loan offer, based on the analysis of the borrower's financial ratios and credit scores. The bank also obtains credit details from external agencies and field investigation agencies.

After ascertaining the eligibility of the customer, the bank provides a facility offer to the borrower and generates payment schedule and schedule details. The advices that are maintained for the stage are generated on completion of the stage.

In this stage, the bank also conducts vehicle evaluation based on the details that have been captured at the 'Application Entry' stage. This evaluation can be done with details from an external agency in the collateral tab.

This section contains the following topics:

- [Section 2.10.1, "Credit Score Tab"](#)
- [Section 2.10.2, "Ratio Tab"](#)
- [Section 2.10.3, "Bureau Tab"](#)
- [Section 2.10.4, "Investigation Tab"](#)
- [Section 2.10.5, "Loan Tab"](#)
- [Section 2.10.6, "Schedules tab"](#)
- [Section 2.10.7, "Charges Tab"](#)
- [Section 2.10.8, "Comments Tab"](#)

### **2.10.1 Credit Score Tab**

The credit score tab is used to calculate the credit score details of the customer. You can also interface with external Credit engines and display recommendations and report.

Internal Credit engine obtains information from customer and calculates credit score and displays system recommendation.

The set of questions used to assess the credit rating of a prospective loan customer, associated Rule Id are displayed in this screen. You can specify the following details here:

#### **Answer**

Specify the answer to be associated with the question used for calculating the credit score.

#### **Risk Factor**

Specify the risk factor associated with the loan, if any.

#### **Description**

Specify a suitable description for the risk factor associated with the loan.

Click 'Calculate' button to calculate the credit score and the grade, based on the formula maintained for calculating the credit score. The 'Grade' and the 'Score' are displayed based on this calculation.

### **2.10.2 Ratio Tab**

In the 'Ratio' tab, the system calculates the stated and actual income/debt ratios and also calculates the ratio based on 'What if payment amount'.

The stated income and debt of the customer are displayed here You can capture the following additional details here.

### **Actual**

#### **Monthly Income**

Specify the actual monthly income of the customer based on documentary proof provided.

#### **Monthly Debt**

Specify the actual monthly debt of the customer based on documentary proof provided.

Click 'Calculate Ratios' button to calculate the asset/ liability ratios for the customer.

#### **What if Pmt Amt**

Specify the EMI amount that the customer is ready to pay.

Click on the 'Calculate' button to calculate the ratio has to be specified

### **2.10.3 Bureau Tab**

You can interface with external credit bureaus and view report obtained from them in 'Bureau' tab.

The credit agencies and the bureaus maintained for the Application Category are displayed in this screen: You can capture the remarks and recommendations from these agencies in this tab. You can also view the credit report obtained from the agencies and bureaus.

## **External Credit Rating**

### **Request ID**

System displays the request ID.

### **External Agency**

The external credit agencies maintained for the Application Category in 'Application Category Maintenance' are displayed here.

### **Score**

Specify the score associated with the rating.

### **Recommended**

Select the recommendation of the credit agency for the loan requested from the following options provided in the drop-down list:

- Recommended
- Not Recommended

### **Remarks**

Specify remarks, if any, associated with the loan application.

## **2.10.3.1 Viewing Credit Bureau Report**

You can view the credit bureau report by the external agency by clicking 'Bureau Report' button in 'Corporate Loan Underwriting' screen.

System displays the 'Credit Bureau Report' screen where you can view the details.

### 2.10.3.2 Capturing Loan MIS Details

You can capture the Loan MIS details by clicking 'Loan MIS' button in 'Corporate Loan Underwriting Stage' screen. System displays the 'Loan MIS' screen where you can capture the details.

### 2.10.3.3 Capturing Loan UDF Details

You can capture the Loan UDF details by clicking 'Loan Fields' button in 'Corporate Loan Underwriting Stage' screen. System displays the 'Loan UDF' screen where you can capture the details.

## 2.10.4 Investigation Tab

In this tab, the system captures the field investigation details associated with the customer.

The following details related to the customer can be captured here:

- Verification Type
- Verification agency

You can view the investigation report associated with the customer by clicking the 'Report' button.

## 2.10.5 Loan Tab

In the 'Loans' tab, the system displays the list of the multiple loan offers that are attached to the application category specified. If you have selected an 'Enquiry ID' for the customer, then the loan details that have been stored for the corresponding loan proposal are displayed here. You can modify these details, if required.

The screenshot shows a web application window titled "Corporate Loan Underwriting Stage". At the top, there are "Save" and "Hold" buttons. The form contains several input fields: "Application Category\*", "Product Code\*", "Description", "Application Branch" (with value "000"), and "Application Date" (with value "2015-04-01"). There are also fields for "Lead Id", "Enquiry ID", "Application Number\*", and "User Reference\*", each with a magnifying glass icon. A "Default" button is located below the "Enquiry ID" field. To the right, there are dropdown menus for "Priority" (set to "Low") and "Status" (set to "New Application"). Below the form is a navigation bar with tabs: "Main", "Details", "Financials", "Requested", "Limits", "Credit Score", "Bureau", "Ratio", "Loan" (highlighted in red), "Schedules", "Charges", "Investigation", and "Comments". The "Pricing" section has a "Pricing ID" field and an "Apply" button. Below that is a "Multiple Offers" section with a table header: "Offer Id\*", "No of Installments", "Unit", "Check", and "Apply". At the bottom, there are links for "Documents", "Trade In", "Customer Channel", "Account Channel", "KYC Review", "Customer Dedupe", "Loan Dedupe", "Customer MIS", and "Customer Account MIS". There are also links for "Customer/Account Fields", "Bureau Report", "Loan MIS", and "Loan Fields". The bottom-most section has "Previous Remarks" and "Remarks" fields, an "Audit" button, an "Outcome" dropdown, and an "Exit" button.

Specify the following details:

### Pricing

#### **Pricing ID**

You can select & apply any one of the Pricing rule available under a pricing group linked to Application category. Each pricing rule auto selects the best matched Loan Proposal for the requested loan application among the available offers for the application category. You can either proceed with the system selected offer or can select any other offer for the loan based on the requirement.

If the pricing is not maintained for the application category, then on clicking the 'Apply' button, the pricing and the offer will not apply for the loan.

### Multiple Offers

#### **Offer ID**

Specify the offer ID.

#### **Number of Instalments**

Specify the number of instalments for the loan.

#### **Unit**

Select the unit of the instalment from the adjoining drop-down list.

- Daily
- Weekly
- Monthly

- Quarterly
- Half Yearly
- Yearly

**Check**

System displays this option as checked if this option is selected at application category level. If this check box is not selected, you can select this check box to apply for the new offer.

Click 'Apply' button to apply the specified information.

**Loan Details****Loan Account Number**

Specify the loan account number.

**Loan Branch**

Specify the loan branch.

**Loan Currency**

Specify the loan currency.

**Loan Amount**

Specify the loan account.

**Down Payment**

Specify the down payment done for the loan.

**Value Date**

Specify the value date for the loan.

**Maturity Date**

Specify the maturity date of the loan.

**Instalment Start Date**

Specify the instalment start date of the loan from the adjoining calendar.

**No of Instalments**

Specify the number of instalments for the loan.

**Unit**

Select the unit of the instalment from the adjoining drop-down list.

- Daily
- Weekly
- Monthly
- Quarterly
- Half Yearly
- Yearly

Click 'Apply' button to apply the specified information.

The details related to the loan offer like the number of installments, unit, interest rate, and so on are displayed here. Select the required offer by clicking the 'Check' option and click then click the 'Apply' button to apply the selected loan offer. The details corresponding to the selected loan offer are displayed in 'Loan Details' section. You can modify these details, if required, and click 'Apply' button to calculate the schedule details.

The payment schedules are derived based on the offer selected.

---

**Note**

You can select only one loan offer in this screen.

---

## 2.10.6 Schedules tab

In this tab, the system calculates payment schedules and schedule details.

- The system calculates and displays Component name, Schedule type, first due date, number, frequency, units and amount.
- For each component the system calculates and displays due date, amount due, EMI amount, amortized principal.

Corporate Loan Underwriting Stage

Save Hold

Application Category \*      Lead Id      Application Number \*

Product Code \*      Enquiry ID      User Reference \*

Description            Priority Low

Application Branch 000      Status New Application

Application Date 2015-04-01

Main | Details | Financials | Requested | Limits | Credit Score | Bureau | Ratio | Loan | **Schedules** | Charges | Investigation | Comments

Principal Liquidation

**Schedule Details**     

Type	Component	Start Date	No of Schedules	Frequency	Unit	A
P		YYYY-MM-DD		Monthly		
P		YYYY-MM-DD		Daily		

Documents | Trade In | Customer Channel | Account Channel | KYC Review | Customer Dedupe | Loan Dedupe | Customer MIS | Customer Account MIS |

Customer/Account Fields | Bureau Report | Loan MIS | Loan Fields

Previous Remarks      Remarks            Outcome

## 2.10.7 Charges Tab

In 'Charges' tab, the system calculates and displays charges, if any applicable

The screenshot displays the 'Corporate Loan Underwriting Stage' application window. At the top, there are 'Save' and 'Hold' buttons. Below this, the form is divided into several sections for data entry:

- Application Information:** Fields for 'Application Category \*', 'Product Code \*', 'Description', 'Application Branch' (000), and 'Application Date' (2015-04-01).
- Lead/Enquiry Information:** Fields for 'Lead Id', 'Enquiry ID', and a 'Default' button.
- User Reference Information:** Fields for 'Application Number \*', 'User Reference \*', 'Priority' (Low), and 'Status' (New Application).

A navigation bar below the form includes tabs for 'Main', 'Details', 'Financials', 'Requested', 'Limits', 'Credit Score', 'Bureau', 'Ratio', 'Loan', 'Schedules', 'Charges' (highlighted in red), 'Investigation', and 'Comments'.

Below the navigation bar is a table with the following columns: 'Charge Component', 'Currency', 'Amount', and 'Waived'. The table currently shows one row with a checked checkbox in the 'Waived' column. Above the table, there is a 'Go' button and a '1 Of 1' indicator.

At the bottom of the window, there are sections for 'Documents' (Trade In, Customer Channel, Account Channel, KYC Review, Customer Dedupe, Loan Dedupe, Customer MIS, Customer Account MIS), 'Customer/Account Fields' (Bureau Report, Loan MIS, Loan Fields), 'Previous Remarks', 'Remarks', an 'Audit' button, an 'Outcome' dropdown menu, and an 'Exit' button.

The system calculates and displays the charge details associated with the loan.

The following details are displayed:

- Component Name
- Component Currency
- Amount

### Waive

Select this check box to waive the charges associated with the loan.

## 2.10.8 Comments Tab

In this tab, you can capture the comments by the users.

The screenshot displays the 'Corporate Loan Underwriting Stage' application window. At the top, there are 'Save' and 'Hold' buttons. Below this, various fields are visible: 'Application Category', 'Product Code', 'Description', 'Application Branch' (000), 'Application Date' (2016-04-01), 'Lead Id', 'Enquiry ID', 'Application Number', and 'User Reference'. There are also dropdown menus for 'Priority' (Low) and 'Status' (New Application). A navigation bar includes tabs for 'Main', 'Details', 'Financials', 'Requested', 'Limits', 'Credit Score', 'Bureau', 'Ratio', 'Loan', 'Schedules', 'Charges', 'Investigation', and 'Comments' (which is highlighted in red). Below the navigation bar, the 'Comments' section is active, showing a table with columns for 'Serial No', 'Comments', 'Comment By', and 'Comment Date'. The table currently contains one row. At the bottom of the interface, there are sections for 'Documents', 'Trade In', 'Customer Channel', 'Account Channel', 'KYC Review', 'Customer Dedupe', 'Loan Dedupe', 'Customer MIS', 'Customer Account MIS', 'Customer/Account Fields', 'Bureau Report', 'Loan MIS', and 'Loan Fields'. A 'Previous Remarks' section includes an 'Audit' button and an 'Outcome' dropdown menu. An 'Exit' button is located in the bottom right corner.

You can capture the following details:

### **Serial No**

Specify the serial number of the comment.

### **Comments**

Specify comments, if any, to be associated with the loan application.

### **Comments By**

The system displays the commenter's ID.

### **Comment Date**

Specify the date on which the comment was given or select the date by clicking the 'Calendar' icon.

If the underwriting stage is successfully completed, the underwriter can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The underwriter can select 'REJECT' to return the process to previous stage for data correction or 'CANCEL' to terminate the process. The underwriter can choose the outcome as VERIFY if the credit bureau or vehicle evaluator details are included.

On successful completion a message, stating that the task is successfully completed, gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the check box against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the system message as "Acquire Successful"

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been

successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open 'Corporate Loan Approval' screen.

## 2.11 Loan Approval

In the Loan Approval stage, the approver verifies the loan application, analyzes the applicant's financial status, credit rating and field investigation reports and based on the credit worthiness of the customer approves the loan offered to the customer.

The screenshot shows the 'Corporate Loan Approval Stage' application window. At the top, there are 'Save' and 'Hold' buttons. The form is divided into several sections: 1. Application Details: Fields for Application Category\*, Product Code\*, Description, Application Branch (000), Application Date (YYYY-MM-DD), Lead Id, Enquiry ID (with a 'Default' button), Application Number\*, User Reference\*, Priority (Low), and Status (New Application). 2. Main Menu: A horizontal tab bar with 'Main' selected, and other tabs: Details, Financials, Requested, Limits, Credit Score, Bureau, Ratio, Loan, Schedules, Charges, Investigation, Comments. 3. Applicant Details: Fields for Channel, KYC Required, Auto Decision Required, External Credit Check Required, Branch, Customer No\* (with 'Existing Customer' and 'Default' buttons), Short Name\*, Customer Name, National ID, Category\*, RM ID, Telephone ISD Code +, Telephone, Fax ISD Code +, Fax, and Language\*. 4. Footer: A navigation bar with links: Documents, Trade In, Customer Channel, Account Channel, KYC Review, Customer Dedupe, Loan Dedupe, Customer MIS, Customer Account MIS. Below this are 'Previous Remarks', 'Remarks', an 'Audit' button, an 'Outcome' dropdown menu, and an 'Exit' button.

The approver can send the application back to the previous stage if the information provided is not adequate or choose to cancel it if the information captured is not satisfactory.

If the application details are verified successfully, the approver can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The approver can select 'RETURN' to return the process to previous stage for data correction or 'CANCEL' to terminate the process.

On successful completion, a message stating that the task is successfully completed gets displayed.

To acquire the next stage, you need to go to the 'Task' menu and select 'Assigned' under 'Standard' option. All tasks that have been successfully completed are listed in the right side of the screen. Select the check box against your 'Workflow Ref No' and click 'Acquire' button at the top of the screen to acquire the next stage of the task.

The system displays the system message as "Acquire Successful" on successful acquisition of the task.

Click 'Ok' to proceed to the next stage. To select the acquired task for the next stage, select 'Acquired' under 'Standard' option in the 'Task' menu. All the tasks that have been successfully acquired are displayed in the right side of the screen. Search for your workflow reference number and click the 'Workflow Ref No' to open 'Corporate Loan Document Verification' screen.

Any advices maintained for this stage are generated after the completion of the stage.

## 2.12 Document Verification

In the Document Verification stage, the documents captured in the previous stages are verified. It is ensured that all documents in the checklist maintained are obtained from the customer. In this stage, the application and applicant information captured as part of the previous stages undergoes a final verification.

The screenshot shows a web application window titled "Corporate Loan Document Verification Stage". The interface includes a menu bar with "Save" and "Hold" options. The main form area is divided into several sections:

- Application Details:** Fields for Application Category\*, Product Code\*, Description, Application Branch (000), Application Date (YYYY-MM-DD), Lead Id, Enquiry ID (with a "Default" button), Application Number\*, User Reference\*, Priority (Low), and Status (New Application).
- Navigation:** A horizontal menu with tabs: Main (selected), Details, Financials, Requested, Limits, Credit Score, Bureau, Ratio, Loan, Schedules, Charges, Investigation, and Comments.
- Channel and Requirements:** Fields for Channel, KYC Required, Auto Decision Required, and External Credit Check Required.
- Applicant Details:** Fields for Branch, Customer No\* (with an "Existing Customer" button and "Default" button), Short Name\*, Customer Name, National ID, Category\*, RM ID, Telephone ISD Code +, Telephone, Fax ISD Code +, and Fax.
- Footer/Action Area:** A horizontal menu with tabs: Documents, Trade In, Customer Channel, Account Channel, KYC Review, Customer Dedupe, Loan Dedupe, Customer MIS, and Customer Account MIS. Below this are fields for Previous Remarks, Remarks, an "Audit" button, Outcome (dropdown), and an "Exit" button.

The verifier can choose to send the application back to the previous

stage if the information provided is not adequate or choose to cancel it if the information captured is not satisfactory.

If the applicant, application and document details are verified successfully, the verifier can proceed with the processing of the application by selecting 'PROCEED' as the Outcome. The verifier can select 'RETURN' to return the process to underwriting stage for data correction or 'CANCEL' to terminate the process.

On successful completion, a message stating that the task is successfully completed gets displayed. The customer, customer account, collateral, facility, and so on are created in the system on completion of the Document verification stage.

## 2.13 Manual Retry

This stage is optional. Task is moved to this stage only when the system is unable to create Customer/ Customer Account/ Liability/ Facility/ Collateral/ pool/ Loan. You can make the necessary changes and retry. You can select the outcome as 'PROCEED'.

# 3. Maintenances

## 3.1 Introduction

As part of general maintenance required for the successful functioning of Corporate Loan Origination, you should maintain the following in the system:

- SDE Maintenance
- Template Definition Maintenance
- Ratio Maintenance

This chapter contains the following sections:

- [Section 3.2, "Defining Template for Calculating Ratios"](#)

## 3.2 Defining Template for Calculating Ratios

You can define templates for calculating financial ratios taken from the balance sheet, income statement, statement of cash flows or statement of retained earnings within the product. You can capture the template related details through the 'Ratio Template Definition' screen.

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

Ratio Template Definition

New Enter Query

Industry \* Sheet Name \* Sheet Description

Generate

Worksheet

1 Of 1 Go

Worksheet Name *	Worksheet description	Work sheet Required
------------------	-----------------------	---------------------

SDE Details

1 Of 1 Go

SDE Name *	SDE Description	Date Time	Category *	Sub Category *	SDE Type	Mod No	Record Status
Maker		Date Time:					
Checker		Date Time:					Authorization Status

Specify the following details:

### Industry

Specify the industry name here.

### Sheet Name

Specify the worksheet name here.

**Short Description**

Specify a brief description about the template.

**Worksheet****Worksheet Name**

Specify the name of the worksheet.

**Worksheet Description**

Specify a brief description about the worksheet.

**Work sheet Required**

Check this box to include the work sheet in the generated excel.

**SDE Details****SDE Name**

Specify the SDE name here.

**SDE Description**

Specify a brief description of the SDE.

**Data Type**

Select the data type from the adjoining drop-down list. This list displays the following values:

- VARCHAR2
- Number
- Date

**Category**

Select the SDE category from the adjoining drop-down list. This list displays the following values:

- Asset
- Liability
- Income
- Expense

**Sub Category**

Select the sub-category of the SDE from the adjoining option list. This list displays all valid sub-categories maintained in the system. Sub- Category has to be maintained as part of SDE maintenance only if the subcategory is used as part of Ratio formula

For example:

If SDE's defined are SDE1, SDE2, SDE3 and all of them belong to a SUB-CATEGORY1, then you can use SDE1, SDE2 and SDE3 directly in the Ratio formula.

You can also define SUBCATGORY1 in the SDE maintenance and use the same in ratio formula. The system then internally derives the formula:

SUB-CATEGORY1 =SDE1+SDE2+SDE3

**Note**

The sub-category should be defined as an SDE in the 'SDE Maintenance' (ORDSDEMT) screen.

**SDE Type**

System displays the SDE type here. The SDE type could either be General SDE or Derived SDE based on the SDE maintenance.

---

## 4. Function ID Glossary

### O

OCDBKPMT .....	2-2	OCSRULMT .....	2-8
OCDRATMT .....	2-9, 2-12	ORDBKPMT .....	2-2
OCDRULMT .....	2-4	ORDRATMT .....	2-9
OCDTEMDF .....	3-1	ORDTEMDF .....	2-12, 3-1
OCSPRCMT .....	2-18	ORSPRCMT .....	2-18
OCSRATMT .....	2-10	ORSRATMT .....	2-10
		ORSRULMT .....	2-8