Oracle FLEXCUBE Core Banking

General Ledger Reports Manual
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General Ledger Reports Manual
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Table of Contents

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1. Preface

1.1. Intended Audience

This document is intended for the following audience:

- Customers
- Partners

1.2. 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.

1.3. Access to OFSS Support

https://support.us.oracle.com

1.4. Structure

This manual is organized into the following categories:

Preface gives information on the intended audience. It also describes the overall structure of the Reports Manual

Introduction provides brief information on the overall functionality covered in the Reports Manual

Chapters are dedicated to individual reports and its details, covered in the Reports Manual

1.5. Related Information Sources

For more information on Oracle FLEXCUBE Core Banking Release11.5.0.0.0, refer to the following documents:

- Oracle FLEXCUBE Core Banking Licensing Guide

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2. General Ledger Reports

A report is a document that is illustrated with the help of information, and tailored to a given situation and audience. The primary purpose of a report is to provide information. However, reports may also include additional information, such as suggestions or conclusions that indicate possible future actions which the report reader might take. Reports can be public or private.

Advice is generally a written proof of a service performed, funds transferred, or a payment that is received or made. It can also be a recommendation that advises a customer about specific investment asset allocations based on age and circumstances.

Oracle Flexcube supports report generation in PDF, HTML and Excel formats. Based on the system configuration the reports can be generated in any of the above mentioned format.

Note 1: Reports can be generated by using the **Report Request** (Fast Path: 7775) option. Reports can be viewed/printed using the **Advice/Report Status Inquiry** (Fast Path: 7778) option. The above screens can be accessed by navigating through the following path: **Transaction Processing** > **Internal Transactions** > **Reports**.
Note 2: Report Codes precede the Report Names. Unlike the User Manual where the Fast Path preceding the Topic Title indicates the access for the screen, the Report Code is simply a unique code for the report.

Reports are categorized under:

- Adhoc Reports
- Batch Reports

2.1. Adhoc Reports

Adhoc reports are generated on demand or on request. Reports and advices can be requested from the Report Request screen. Adhoc reports can be viewed and generated using the teller login or the system operator login.

List of Adhoc Reports:

- General Ledger Reports

General Ledger Reports

The general ledger reports include those reports that are specific to the posted transactions, list of users maintained in the system, etc.

List of General Ledger Reports:

- "GL008 - GL - Statement-Adhoc" on page 8
- "GL009 - General Ledger EOD Suspense Report" on page 32
- "GL012 - Account Ledger Report" on page 13
- "GL100 - EOD Suspense Report" on page 15
- "GL209 - General Journal Txns Listing" on page 17
- "GL210 - GL Voucher Txn Summary" on page 19
- "GL215 - Reconcile the Account Report" on page 24

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GL008 - GL - Statement-Adhoc

General Ledger account-wise all transactions are posted for the day, based on the hand-offs given by different modules. Using the **GL Transaction and Movement Inquiry** (Fast Path: GLM04) option the transactions / movements posted / recorded for a general ledger account can be enquired. Alternatively, an adhoc report can also be generated for this purpose.

This report can be generated for the given account number and for the given branch for a specific period. This report provides information on Transaction Branch, User ID, Transaction Date, Reference Number, Transaction Description, Line of Business (**LOB**[1]) Description, Credit, Debit and Running Balance.

To generate the GL - Statement-Adhoc Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL008 - GL - Statement-Adhoc.**

4. The system displays the **GL008 - GL - Statement-Adhoc** screen.

Field Description

Field Name	Description

---

[1](Line of Business)

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Field Name	Description
GL Account No	[Mandatory,Alphanumeric, 16] Type the general ledger account number of the customer for which the report needs to be generated.
Branch Code	[Mandatory, Numeric, Five] Type the valid code of the branch for which the report needs to be generated.
From Date	[Mandatory, dd/mm/yyyy] Type the valid start date for the report. This date should not be greater than the To Date.
To Date	[Mandatory, dd/mm/yyyy] Type the valid end date for the report.
LOB Code	[Mandatory, Numeric, Three] Type a valid line of business code for which the report needs to be generated.
Waived Service Charge	[Optional, Check Box] Select the check box to waive the service charge.

5. Enter the appropriate parameters in the **GL008 - GL - Statement-Adhoc** screen.

6. Click the **Generate** button.

7. The system displays the message "Report Request Submitted". Click the **OK** button.

8. The system generates the **GL - Statement-Adhoc Report**. For reference, a specimen of the report generated is given below:

```
Bank    :  240    DEMO BANK LIMITED                        FLEXCUBE                    Print Date :  17-JAN-2017
                                                       GENERAL LEDGER
Branch  :  9999    DEMO1                          GENERAL LEDGER STATEMENT              Print Time :  10:23 AM

Op. Id  :  TSWEDHA1                          From: 03-Apr-2017    To : 03-Apr-2017      Report No  : GL008/ 31
--------------------------------------------------------------------------------------------------------------------

Txn  User ID      Txn    Value    Reference No.                          Credit         Debit           Running Bal.
Brn               Date   Date

Txn Description

--------------------------------------------------------------------------------------------------------------------
GL Account    :  111100009                              Cash in Vault
Currency      :  INR

50100000004082:CASH W/D
9999 TAAYUSHI      30/08/16 03/04/17  332302017040300650000196               0.00          100.00   -1,140,278,937,066.22
50100000024787:CASH DEP
9999 TAAYUSHI      30/09/16 03/04/17  332302017040300650000299               0.00          100.00   -1,140,289,617,505.64
50100000029332:CASH DEP
9999 TNITIN        30/09/16 03/04/17  333862017040300640000099               0.00       10,000.00   -1,140,289,627,505.64
50100000031524:CASH DEP
9999 TNIMESH9999   30/11/16 03/04/17  331612017040300690000149               0.00        1,000.00   -1,140,311,844,627.55
50100000002892:CASH DEP
9999 TVARUNT9999   30/11/16 03/04/17  333252017040300500000040               0.00        1,200.00   -1,140,311,845,827.55
50500000000247:LOCKER RENT- BRN 9999/96/1/16
9999 TDEEPESH      30/12/16 03/04/17  332312017040300630000620               0.00        2,550.00   -1,140,312,428,871.55
50100000024787:CASH DEP
9999 TJAYA9999     30/12/16 03/04/17  330532017040300810000442           1,830.20            0.00   -1,140,312,427,041.35
50300000003187:TD/RD Tax Refund:Cash
9999 TDEV05        30/12/16 03/04/17  332212017040300120000102           1,000.00            0.00   -1,140,312,426,041.35
50100000003639:CASH W/D
9999 TAAYUSHI      31/08/16 03/04/17  332302017040300650000197               0.00          100.00   -1,140,278,937,166.22
50100000024787:CASH DEP
9999 TDEEPESH      31/08/16 03/04/17  332312017040300200027008           9,950.00            0.00   -1,140,278,927,216.22
50000000330299  :Disb By CASH
9999 TDEEPESH      31/08/16 03/04/17  332312017040300630000251               0.00        1,265.00   -1,140,278,928,481.22
50100000025142:CASH DEP

                       No. of Credit  103   No. of Debit   553       132,076,347.12   10,238,958,505.89  -1,140,393,352,310.02


Closing Balance :        -1,140,393,352,310.02
--------------------------------------------------------------------------------------------------------------------
                                              *** End of Report ***
```

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GL009 - General Ledger EOD Suspense Report

You can view the EOD suspense report for the general ledger using this.

To generate the GL EOD Suspense Report

1. Access the **Report Request** (Fast Path: 7775) screen.
2. Ensure that the **Batch Reports** button is selected.
3. Navigate through **General Ledger > General Ledger Reports > GL009 - General Ledger EOD Suspense Report.**
4. The system displays the **GL009 - General Ledger EOD Suspense Report** screen.

Field Description

Field Name	Description
Process Date[DD/MM/YYYY]	[Mandatory, dd/mm/yyyy] Type the date for which the report is processed. By default, the system displays the current process date.

Field Name	Description
Branch Code	[Mandatory, Drop-Down]
	Select the code of the branch for which the report needs to be viewed.

5. Click the **View** button.

6. The system displays the message "Report Request Submitted". Click the **OK** button.

7. The system generates the **GL009 - General Ledger EOD Suspense Report** . For reference, a specimen of the report generated is given below:

```
Bank  : 240      DEMO BANK LIMITED                           FLEXCUBE                              Run Date : 02-JUL-2016
                                                  GENERAL LEDGER EOD SUSPENSE REPORT                 Run Time : 4:50 PM
Op. Id :  SYSOPER                                       HEAD OFFICE REPORT                           Report No: GL009
Branch :  9999      DEMO
_____

GL Account    Account CCY    Product Code    TXN Date     Value Date    Amount Net LCY    TXN Amount(LCY)    Credit/Debit    Account Number
TXN Mnemonic      Batch No    Ref. Txn. No    User_ID    Auth_ID    TXN Description
_____

163000011     1              10001           2017-03-31   2017-04-03    -2231             2231               D               99990163000011
1091              30          333862017033    TNITIN     SYSTEM     50100000027694:CASA TO CASA Value Dated Funds Tran

211000001     1              10004           2017-03-31   2017-03-31    -100              100                D               50100000027846
5003              30          333862017033    TNITIN     SYSTEM     CASA:SERVICE CHARGES

244200018     1              10004           2017-03-31   2017-03-31    .36               .36                C               99990244200018
5003              30          333862017033    TNITIN     SNITIN9    50100000027846  :EDUCTION CESS 3 PCT

244200019     1              10004           2017-03-31   2017-03-31    12                12                 C               99990244200019
5003              30          333862017033    TNITIN     SNITIN9    50100000027846  :SERVICE TAX 12 PCT

244200036     1              10001           2017-03-31   2017-03-31    2231              2231               C               50100000027694
1095              30          333862017033    TNITIN     SYSTEM     STL GEN.IB FOR MNEMONIC1095

244200036     1              10001           2017-03-31   2017-04-03    -981              981                D               00990163000011
1091              30          333862017033    TNITIN     SYSTEM     STL GEN.IB FOR MNEMONIC1091

420000009     1              10004           2017-03-31   2017-03-31    100               100                C               99990420000009
5003              30          333862017033    TNITIN     SNITIN9    50100000027846  :SERVICE CHARGES

420000009     1              10004           2017-03-31   2017-03-31    100               100                C               99990420000009
5003              30          333862017033    TNITIN     SYSTEM     50100000027846  :SERVICE CHARGES

211000001     1              10004           2017-03-31   2017-03-31    -12               12                 D               50100000027846
5003              30          333862017033    TNITIN     SYSTEM     CASA:SERVICE TAX 12 PCT

244200018     1              10004           2017-03-31   2017-03-31    .36               .36                C               99990244200018
5003              30          333862017033    TNITIN     SYSTEM     50100000027846  :EDUCTION CESS 3 PCT

420000009     1              10004           2017-03-31   2017-03-31    100               100                C               99990420000009
5003              30          333862017033    TNITIN     SYSTEM     50100000027846  :SERVICE CHARGES

211000001     1              10004           2017-03-31   2017-03-31    -.36              .36                D               50100000027846
5003              30          333862017033    TNITIN     SYSTEM     CASA:EDUCTION CESS 3 PCT

211000001     1              10004           2017-03-31   2017-03-31    -100              100                D               50100000027846
5003              30          333862017033    TNITIN     SNITIN9    CASA:SERVICE CHARGES
```

GL012 - Account Ledger Report

You can generate a report of account ledger using this.

To generate the Account Ledger Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL012 - Account Ledger Report.**

4. The system displays the **GL012 - Account Ledger Report** screen.

Field Description

Field Name	Description
GL Account Number	[Mandatory, Alphanumeric]
	Enter the account number for which the report is requested.
Branch Code	[Mandatory, Alphanumeric]
	Enter the branch code of the account.
From Date	[Mandatory, Date Format]
	Select the start date from which the report is to be generated.

Field Name	Description
To Date	[Mandatory, Date Format]
	Select the start date from which the report is to be generated.
Waived Service Charge	[Optional, Check Box]
	Select the check box to waive the service charge.

5. Click the **Generate** button.

6. The system displays the message "Report Request Submitted". Click the **OK** button.

7. The system generates the **Account Ledger Report** . For reference, a specimen of the report generated is given below:

```
Bank   : 765    AU Small Finance Bank                    FLEXCUBE                        Run Date :  15-MAR-2017
Branch : 2001   Jaipur Head Office                     ACCOUNT LEDGER                    Run Time :  7:11 PM
Op. Id : TARINDAM                            From :12-Apr-2016 To 12-Apr-2016            Report No:  GL012/1
-------------------------------------------------------------------------------------------------------------

                                                                      Translation      Translated
Branch Batch No User        STAN        Date       D/C       Amount FCY      Rate      Amount LCY  Description
-------------------------------------------------------------------------------------------------------------

Account No. : 250406002     Unapplied Advance - Term Loan          CCY CODE : 1  INR
-------------------------------------------------------------------------------------------------------------
                                                              0.00            1.00           0.00 Opening Balance
                                                              0.00            1.00           0.00
                                                              0.00            1.00           0.00 Closing Balance
-------------------------------------------------------------------------------------------------------------

                                                 *** End of Report ***
```

GL100 - EOD Suspense Report

You can view the EOD suspense report for a process date.

To generate the EOD Suspense report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL100 - EOD Suspense Report.**

4. The system displays the **GL100 - EOD Suspense Report** screen.

```
GL100 - EOD Suspense Report                                          ×

   Waived Service Charge:  ☑



















                              Generate
```

Field Description

Field Name	Description
Waived Service Charge	[Optional, Check Box] Select the check box to waive the service charge.

5. Click the **Generate** button.

6. The system displays the message "Report Request Submitted". Click the **OK** button.

7. The system generates the **EOD Suspense Reportt**. For reference, a specimen of the report generated is given below:

```
Bank  : 240    DEMO BANK LIMITED                    FLEXCUBE                        Run Date : 02-JUL-2016
                                                 EOD SUSPENSE REPORT                 Run Time : 4:50 PM
Branch : 9999    DEMO
Op. Id : SYSOPER                                 For: 31-Mar-2017                    Report No: GL100/1
```

Branch	Line Of Busines	GL Account	Amount (FCY)	Amount (LCY)	Dr/Cr	Posting Date	Value Date
Trans. description	Txn Mnemonic	Batch No.	Currency	Sequence No.	Account Number	User ID	
9	0	163000001	2,000.00	2,000.00	D		15-OCT-2016	31-MAR-2017
Suspense GL	0	3089	1	1		GLEOD	
9	0	141310002	590.90	590.90	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_	3121	3089	1	2	50000000323560	SYSOPER	
9	0	141310002	590.18	590.18	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_	3121	3089	1	2	50000000323560	SYSOPER	
9	0	141310002	590.96	590.96	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_	3121	3089	1	2	50000000323560	SYSOPER	
9	0	141310002	88.64	88.64	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_	3121	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	23.42	23.42	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_INTEREST_A	3121	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	24.14	24.14	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_INTEREST_A	3121	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	2.86	2.86	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_PENALTY_AR	3121	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	23.36	23.36	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_INTEREST_A	3121	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	5.54	5.54	C		15-OCT-2016	30-SEP-2016
LN balance appropriation : PAY_PENALTY_AR	3121	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	-15.45	-15.45	C		31-MAR-2017	30-JAN-2017
LN. Penalty Interest Compound : REVERSE_P	3250	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	-14.97	-14.97	C		31-MAR-2017	30-SEP-2016
LN. Penalty Interest Compound : REVERSE_P	3250	3089	1	2	50000000323560	SYSOPER	
9	0	162510002	-23.36	-23.36	D		31-MAR-2017	30-OCT-2016
LN. Installment Charged : REVERSE_PMI_CHA	4310	3089	1	2	50000000323560	SYSOPER	
LN. Penalty Interest Compound : REVERSE_P	3250	3089	1	2	50000000323560	SYSOPER	

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GL209 - General Journal Txns Listing

The branch operations can be initiated for a specific date using the **Batch Open** (Fast Path: 9001) option. This option can be executed from any workstation by any supervisor with access rights. The tellers will not be able to perform any operation without the branch batch being opened by the supervisor. This adhoc report gives full particulars of all transactions posted in a batch, which can be used by the branches for reference purpose.

This is general journal transactions listing report for the given branch, batch, and day. Each column of the report provides information on System Audit Number, Voucher Number, Voucher Date, Branch, C/G, Account Code, Bank Code, Reference/Instrument, Mnemonic, Teller ID, Transaction Description, Transaction Type, Amount Debit, Amount Credit, Account Name and Conversion Rate. In addition Batch Number, Lot Number , Currency and Local Currency details are also provided.

To generate the General Journal Txns Listing Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL209 - General Journal Txns Listing.**

4. The system displays the **GL209 - General Journal Txns Listing** screen.

Field Description

Field Name	Description

Field Name	Description
Enter Batch Branch	[Mandatory, Numeric, Five]
	Type the valid code of the branch for which the report needs to be generated.
Enter Batch Number	[Mandatory, Numeric, 22]
	Type the valid batch number.
	Batch number is a unique number assigned to each batch.
Posting Date (DD/MM/YYYY)	[Mandatory, dd/mm/yyyy]
	Type the posting date for which the report needs to be generated.
Waived Service Charge	[Optional, Check Box]
	Select the check box to waive the service charge.

5. Enter the appropriate parameters in the **GL209 - General Journal Txns Listing** screen.

6. Click the **Generate** button.

7. The system displays the message "Report Request Submitted". Click the **OK** button.

8. The system generates the **General Journal Txns Listing Report**. For reference, a specimen of the report generated is given below:

```
Bank  : 765      AU Small Finance Bank                FLEXCUBE                                          Run Date : 15-MAR-2017
Branch : 2001    Jaipur_Head Office         GENERAL JOURNAL TRANSACTIONS LISTING                         Run Time : 7:26 PM
Op. Id : TARINDAM                                   For 01-May-2017                                      Report No: GL209/1
--------------------------------------------------------------------------------------------------------------------------------

System    Voucher      Voucher    Brn  Product Code C/G   Account       Bank   Ref/Instr.   Mnem. Dept.       Amount         Amount
Aud-No    No           Date       No                                    Code                                  Dr.            Cr.
          Trans. description                                Account Name              Teller Id.    Txn Type  Conversion Rate Status
--------------------------------------------------------------------------------------------------------------------------------

Branch Code : 2200                      Name  :      Shahpura_Old De
Batch No    : 281                       Currency   :    INR
Lot No      : 1
--------------------------------------------------------------------------------------------------------------------------------

1         1            01/05/2017 2200           G    250403016       765    0            7602  1           11.00          0.00
          TESTING 11                             Inward Clearing Settlement A  DBCLGINPUTER                  1.00           Passed

2         2            01/05/2017 2200           G    160604208       765    0            7601  1           0.00           11.00
          TESTING 11                             Outward Clearing Settlement   DBCLGINPUTER                  1.00           Passed
                                                                                        ----------------------  ----------------------
                                                                  Total Amount (Lot)  :                        11.00          11.00
--------------------------------------------------------------------------------------------------------------------------------
Total Amount (Batch) :                                                                                         11.00          11.00
--------------------------------------------------------------------------------------------------------------------------------
                                                   *** End of Report
                                                   ***
```
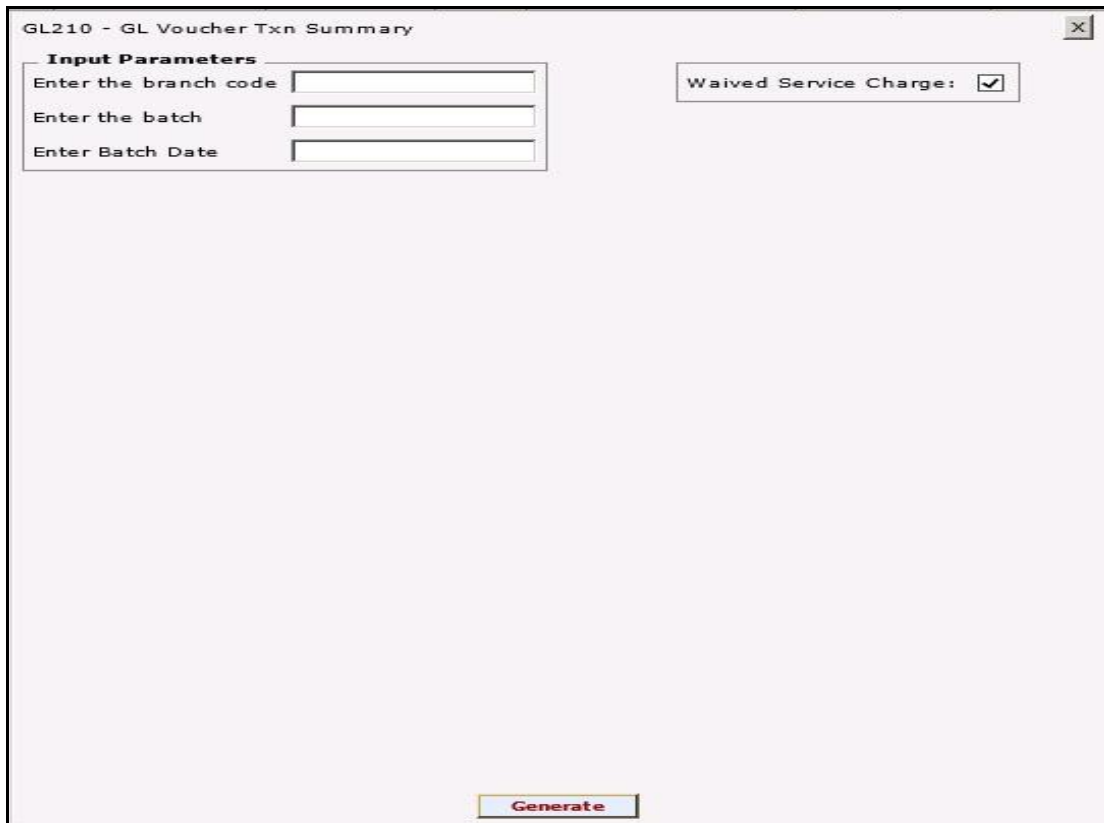
GL210 - GL Voucher Txn Summary

Once the branch operations are initiated for a specific day by opening the batch, various tellers of the branch post, financial transactions in different currencies. Apart from other transaction options, the **Voucher Entry** (Fast Path: GLM01) option allows the user to post a balanced batch of voucher entry transactions. Transactions can be posted with backdated effect through this maintenance. This adhoc report is a summary of batch transactions provided in foreign currency and local currency.

This report provides a summary of general ledger voucher transactions for the given branch and batch or for all batches of a branch. Each column in this report provides information about the Lot Number, Number of Transactions, Debit/Credit, Line of Business, Amount in Foreign Currency, Amount in Local Currency , Branch Number, Name, Batch Number, Teller ID, Local Currency and Batch Currency.

To generate the GL Voucher Txn Summary Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL210 – GL Voucher Txn Summary.**

4. The system displays the **GL210 – GL Voucher Txn Summary** screen.

Field Name	Description
Enter the branch code	[Mandatory, Numeric, Five]
	Type the valid code of the branch for which the report needs to be generated.
Enter the batch	[Mandatory, Numeric, 22]
	Type the valid batch number.
	Batch number is a unique number assigned to each batch.
	Enter zero to get the report for all batches of the selected branch
Enter Batch Date (DD/MM/YYYY)	[Mandatory, dd/mm/yyyy]
	Type the Batch date for which the report needs to be generated.
Waived Service Charge	[Optional, Check Box]
	Select the check box to waive the service charge.

5. Enter the appropriate parameters in the **GL210 – GL Voucher Txn Summary** screen.

6. Click the **Generate** button.

7. The system displays the message "Report Request Submitted". Click the **OK** button.

8. The system generates the **GL Voucher Txn Summary Report**. For reference, a specimen of the report generated for all batches of a branch is given below:

```
Bank   :  240    DEMO BANK LIMITED              FLEXCUBE              Run Date : 16-MAR-2017
Branch :  9999   DEMO                    VOUCHER TRANSACTION SUMMARY  Run Time : 12:36 PM
Op. Id :  TDEV05                             For :03-Apr-2017         Report No: GL210/1
------------------------------------------------------------------------------------------------
Branch No.    :  9999        Name      : DEMO
------------------------------------------------------------------------------------------------

------------------------------------------------------------------------------------------------
Batch No     :  923          Teller Id    :  TVARUNT9999
Batch Currency :  INR

    Lot No          No of             Dr/Cr          Amount          Amount
                    Transactions                     FCY             LCY
------------------------------------------------------------------------------------------------
    1               1                 Cr             2,100.00        2,100.00
                                                   -----------------  -----------------
    Net Lot Amount (-ve DEBIT, +ve CREDIT)   :      2,100.00        2,100.00
------------------------------------------------------------------------------------------------
    Net Batch Amount (-ve DEBIT, +ve CREDIT) :      2,100.00        2,100.00
------------------------------------------------------------------------------------------------

------------------------------------------------------------------------------------------------
Batch No     :  982          Teller Id    :  TDEEPESH
Batch Currency :  INR

    Lot No          No of             Dr/Cr          Amount          Amount
                    Transactions                     FCY             LCY
------------------------------------------------------------------------------------------------
    1               1                 Cr             1,200.00        1,200.00
    1               1                 Dr             1,200.00        1,200.00
                                                   -----------------  -----------------
    Net Lot Amount (-ve DEBIT, +ve CREDIT)   :      0.00            0.00
------------------------------------------------------------------------------------------------
    Net Batch Amount (-ve DEBIT, +ve CREDIT) :      0.00            0.00
------------------------------------------------------------------------------------------------

------------------------------------------------------------------------------------------------
Batch No     :  1105         Teller Id    :  TDEEPESH
Batch Currency :  INR

    Lot No          No of             Dr/Cr          Amount          Amount
                    Transactions                     FCY             LCY
------------------------------------------------------------------------------------------------
    1               1                 Cr             15,000.00       15,000.00
    1               1                 Dr             15,000.00       15,000.00
    1               1                 Cr             1,000.00        1,000.00
    1               1                 Dr             1,000.00        1,000.00
                                                   -----------------  -----------------
    Net Lot Amount (-ve DEBIT, +ve CREDIT)   :      0.00            0.00
------------------------------------------------------------------------------------------------
    Net Batch Amount (-ve DEBIT, +ve CREDIT) :      0.00            0.00
------------------------------------------------------------------------------------------------
```

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GL212 - Txns Handoff to GL Report

Branches post Debit/Credit transactions in various modules in a working day. These transactions are handed off to General Ledger (GL) module for further processing and consolidation. The transactions are grouped by GL account number and currency, and are shown in this report for verification by branches.

This is a list of GL transactions hand off report for the given day. Each column of the report provides information on Posting Description, Line of Business, Batch Number, STAN Number, Credit/Debit indicator, Transaction Amount in Foreign Currency and Transaction Amount in Local Currency.

To generate the Txns Handoff to GL Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL212 - Txns Handoff to GL Report.**

4. The system displays the **GL212 - Txns Handoff to GL Report** screen.

5. By default,the **Waived Service Charge** check box is selected. Clear the check box if you want to apply the service charge for the report.

6. Click the **Generate** button.

7. The system displays the message "Report Request Submitted". Click the **OK** button.

8. The system generates the **Txns Handoff to GL Report**. For reference, a specimen of the report generated is given below:

```
Bank    :240      DEMO BANK LIMITED              FLEXCUBE                    Run Date : 27-MAY-2016
                                                GENERAL LEDGER               Run Time : 10:18 AM
Branch :  9999       DEMO
Op. Id :TRANISH9999                        RECONCILE THE ACCOUNT             Report No: GL215/ 1
                                            For: 01-Dec-2016

Entry Date      Batch/ Stan                 Reference No.          Outstanding Amt  Status    Value Date

Branch Code    :9999
Account No.    :244200028
GL Account Name:Miscellaneous Credit GL
Reconcilement as of   01-DEC-2016
15-SEP-2014     0/0                          151515                      500.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:            500.00

15-SEP-2014     0/0                          1212                      1,515.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:          1,515.00

15-SEP-2014     0/0                          1010                      1,010.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:          1,010.00

15-SEP-2014     0/0                          1500                      1,500.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:          1,500.00

15-SEP-2014     0/0                          Nishank15151            150,000.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:        150,000.00

15-SEP-2014     0/0                          1005                      5,100.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:          5,100.00

15-SEP-2014     0/0                          1231                     10,000.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:         10,000.00

15-SEP-2014     0/0                          1420                      5,000.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:          5,000.00

15-SEP-2014     0/0                          000000000002             1,501.00                15-SEP-201
                                             Reconciled Amt :              0.00
                                             Outstanding Amt:          1,501.00

30-NOV-2014     0/0                          4477                        200.00                30-NOV-201
                                             Reconciled Amt :              0.00
```

GL215 - Reconcile the Account Report

Branches post Debit/Credit transactions in various modules in a working day. These transactions are handed off to General Ledger (GL) module for further processing and consolidation. The transactions are grouped by GL account number and currency, and are shown in this report for verification by branches.

This is a list of GL transactions hand off report for the given day. Each column of the report provides information on Posting Description, Line of Business, Batch Number, STAN Number, Credit/Debit indicator, Transaction Amount in Foreign Currency and Transaction Amount in Local Currency.

To generate the Reconcile the Account Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Ensure that the **Adhoc Reports** button is selected.

3. Navigate through **General Ledger > General Ledger Reports > GL215 - Reconcile the Account Report.**

4. The system displays the **GL215 - Reconcile the Account Report** screen.

5. By default,the **Waived Service Charge** check box is selected. Clear the check box if you want to apply the service charge for the report.

6. Click the **Generate** button.

7. The system displays the message "Report Request Submitted". Click the **OK** button.

8. The system generates the **Reconcile the Account Report**. For reference, a specimen of the report generated is given below:

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```
Bank    :240      DEMO BANK LIMITED            FLEXCUBE                    Run Date : 27-MAY-2016
                                               GENERAL LEDGER              Run Time : 10:18 AM
Branch :  9999     DEMO
Op. Id :TRANISH9999                        RECONCILE THE ACCOUNT           Report No: GL215/ 1
                                              For: 01-Dec-2016

Entry Date     Batch/ Stan                 Reference No.        Outstanding Amt Status    Value Date

Branch Code    :9999
Account No.    :244200028
GL Account Name:Miscellaneous Credit GL
Reconcilement as of   01-DEC-2016
15-SEP-2014    0/0                         151515                      500.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:           500.00

15-SEP-2014    0/0                         1212                      1,515.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:         1,515.00

15-SEP-2014    0/0                         1010                      1,010.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:         1,010.00

15-SEP-2014    0/0                         1500                      1,500.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:         1,500.00

15-SEP-2014    0/0                         Nishank15151            150,000.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:       150,000.00

15-SEP-2014    0/0                         1005                      5,100.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:         5,100.00

15-SEP-2014    0/0                         1231                     10,000.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:        10,000.00

15-SEP-2014    0/0                         1420                      5,000.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:         5,000.00

15-SEP-2014    0/0                         000000000002             1,501.00             15-SEP-201
                                           Reconciled Amt :             0.00
                                           Outstanding Amt:         1,501.00

30-NOV-2014    0/0                         4477                        200.00             30-NOV-201
                                           Reconciled Amt :             0.00
```

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2.2. Batch Reports

Batch reports are automatically generated at the end of day (EOD) or beginning of day (BOD). Reports and advices can be requested from the **Report Request** (Fast Path: 7775) screen. Batch reports can only be generated using the system operator login.

The operator must run the cut-off process at the end of every day, before starting the end of the day for that day. This is to ensure that all transactions done through the on-line delivery channels are handed over to a log for batch processing. A fresh log is created for the next day's transactions. Here it is important to note that while the processing date from the point of view of EOD processing is still today, the on-line processing date has moved to the next processing date and the online transactions done after cut-off will be processed in the next day's EOD.

EOD refers to the processing required to be done for each functional module of **FLEXCUBE Retail** as well as some files that are generated for updating data in other local offices. The EOD Client option is used to take care of the system related batch processes of cutoff, BOD, EOD, monthly report generation and printing, file hand off, eligibility of the Relationship Pricing (RP), etc.

Beginning of the Day (BOD) process opens a new transaction day for the Bank. BOD as a process depends on EOD process for the previous working day. This means, if the EOD is not completed for a day, system will not allow the BOD for the next day to start.

List of Batch Reports:

- General Ledger Reports

Access

- Fast Path: EOD10
- Operator Process > EOD/BOD Operations > EOD Processing

To generate batch reports

1. Take Pre Cutoff Backup before processing the EOD.
2. Log in to the **FLEXCUBE Retail** application with a valid System Operator Login ID.
3. The **FLEXCUBE Retail** window appears.
4. Access the **EOD Client** (Fast Path: EOD10) screen.

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Field Description

Field Name	Description

Field Name	Description
Process Category	[Mandatory, Drop-Down]

Select the category of the process to be performed from the drop-down list.

The options are:

- End of Day: It is a process where a fixed set of shell or functionality are processed. A proper handoff of GL's to **FLEXCUBE** Corporate, Consolidation etc. is done in the EOD process. Interest related processing, GL Updations, Draw-Down, Sweep-Outs, TD part redemption due to Sweep-In instructions, report related processing are done during the EOD processing.

- Beginning Of Day: It is process where in some predefined functions are processed. The user can login in the system after the BOD is completed. The validation for BOD is that the previous day EOD should be completed. For e.g. TD Maturity, Standing Instruction (SI) Execution, etc.

- Cutoff: It is a process where the process date of the system is changed to the next working day as maintained in the bank calendar. All the transactions entered in the system, till the point of cutoff, are picked up for EOD processing. The validation for cutoff is that the previous day BOD should be completed.

- Transfer DB Scripts: This process was used earlier.

- Apply DB Scripts: This process was used earlier.

- Process CIF Handoff: This process is used to download the customers and related tables which are opened in other branch to the base branch of the customer. The validation for CIF handoff is that the previous day BOD should be completed.

- Schedule Extracts: It is a processed to extract specific schedule and to have a proper handoff to the interface.

- MONTHLY STATEMENTS: This process is used to generate the customer monthly statement in order to stream line the time during the actual EOM process. This process is run separately. This process can be run even after the BOD process next day.

- Handoff After EOD: It is a processed to extract specific schedule and to have a proper handoff to the interface.

- Elig Evaluation: It is a processed to evaluate the eligibility of the RVT schemes.

- File Handoff: It is a processed to extract specific schedule and to have a proper handoff to the interface.

- Automatic EFS for Converted Loan: This process is used to close the loan accounts with **Automatic EFS Date** falling on running day. If running of this process is skipped on a particular day, such accounts falling due for automatic closure on that day will be picked on next working day process. Future dated closure or back dated closure is not be supported. If the automatic closure date falls on a holiday, then such accounts will be picked up on the next working days process. All accounts

Field Name	Description
Category Status	[Mandatory, Drop-Down] Select the category status from the drop-down list. The options are : • Yet to Start • Started • Aborted • Completed
Process Date	[Mandatory, Pick List, dd/mm/yyyy] Select the process date from the pick list. By default, this field displays the current process date for the selected process.
Next Process Date	[Mandatory, Pick List, dd/mm/yyyy] Select the next process date from the pick list. By default, this field displays the next logical working day on which the process has to be run.

Column Name	Description
State	[Display] This column displays a different colour for different process state. The different colour displayed are: • Green - Run • Red - Aborted • Default - Other Status (Complete, Yet to Start)
Process Name	[Display] This column displays the name of different processes which are performed.
Module Code	[Display] This column displays the code of the module on which the process is performed.

Column Name	Description
Status	[Display] This column displays the status of the process performed. The status can be as follows: - Yet to Start - Started - Aborted - Completed
Duration	[Display] This column displays the duration for which the process was running, or when was the process completed.

5. Select **Cutoff** from the **Process Category** drop-down list.

6. Select the appropriate parameters in the **EOD Client** screen.

7. Click the **Start** button to start the cutoff process.

8. On successful completion of cutoff process, the system displays the message "Category Successfully Completed".

9. Click the **OK** button.

10. Select **End of Day** from the **Process Category** drop-down list.

11. Click the **Start** button to start the EOD process.

12. On successful completion of EOD process, the system displays the message "Category Successfully Completed" and saves the reports in a folder in an appropriate location. For e.g. /home/wasadmin/USGapsSTR1/flexcube/host/runarea/rjsout.

Note: Once this is done, the operator should logout completely out of the system and login again. After the EOD Console is brought up again, the operator must check the process date displayed at the bottom right hand corner of the status bar below. The date should have moved to the next process date.

---

13. Take POSTEOD Backup for that process date before processing the BOD.

14. Select **Beginning of Day** from the **Process Category** drop-down list.

15. Click the **Start** button to start the EOD process.

16. On successful completion of BOD process, the system displays the message "Category Successfully Completed" and saves the reports in a folder in an appropriate location. For e.g. /home/wasadmin/USGapsSTR1/flexcube/host/runarea/rjsout.

17. Click the **OK** button.

18. Take POSTBOD Backup after executing the BOD.

General Ledger Reports

The general ledger reports include those reports that are specific to the posted transactions, account balance listing, etc.

List of General Ledger Reports:

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GL009 - General Ledger EOD Suspense Report

You can view the EOD suspense report for the general ledger using this.

To generate the GL EOD Suspense Report

1. Access the **Report Request** (Fast Path: 7775) screen.
2. Ensure that the **Batch Reports** button is selected.
3. Navigate through **General Ledger > General Ledger Reports > GL009 - General Ledger EOD Suspense Report.**
4. The system displays the **GL009 - General Ledger EOD Suspense Report** screen.

```
GL009 - GENERAL LEDGER EOD SUSPENSE REPORT                              [x]

Process Date[DD/MM/YYYY] :  20/05/2019
Branch :                    DEMO          [v]




                              View
```

Field Description

Field Name	Description
Process Date[DD/MM/YYYY]	[Mandatory, dd/mm/yyyy] Type the date for which the report is processed. By default, the system displays the current process date.

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Field Name	Description
Branch Code	[Mandatory, Drop-Down] Select the code of the branch for which the report needs to be viewed.

5. Click the **View** button.

6. The system displays the message "Report Request Submitted". Click the **OK** button.

7. The system generates the **GL009 - General Ledger EOD Suspense Report** . For reference, a specimen of the report generated is given below:

```
Bank  : 240     DEMO BANK LIMITED                          FLEXCUBE                              Run Date : 02-JUL-2016
                                              |  |  |  |  | GENERAL LEDGER EOD SUSPENSE REPORT  |  |  Run Time : 4:50 PM
Op. Id : SYSOPER                                          HEAD OFFICE REPORT                    Report No: GL009
Branch : 9999    DEMO

_____

GL Account    Account CCY    Product Code    TXN Date      Value Date    Amount Net LCY     TXN Amount(LCY)    Credit/Debit    Account Number
TXN Mnemonic     Batch No     Ref. Txn. No   User_ID      Auth_ID     TXN Description
_____

163000011     1              10001           2017-03-31    2017-04-03    -2231              2231               D               99990163000011
1091             30           333862017033   TNITIN       SYSTEM       50100000027694:CASA TO CASA Value Dated Funds Tran

211000001     1              10004           2017-03-31    2017-03-31    -100               100                D               50100000027846
5003             30           333862017033   TNITIN       SYSTEM       CASA:SERVICE CHARGES

244200018     1              10004           2017-03-31    2017-03-31    .36                .36                C               99990244200018
5003             30           333862017033   TNITIN       SNITIN9      50100000027846  :EDUCTION CESS 3 PCT

244200019     1              10004           2017-03-31    2017-03-31    12                 12                 C               99990244200019
5003             30           333862017033   TNITIN       SNITIN9      50100000027846  :SERVICE TAX 12 PCT

244200036     1              10001           2017-03-31    2017-03-31    2231               2231               C               50100000027694
1095             30           333862017033   TNITIN       SYSTEM       STL GEN.IB FOR MNEMONIC1095

244200036     1              10001           2017-03-31    2017-04-03    -981               981                D               00990163000011
1091             30           333862017033   TNITIN       SYSTEM       STL GEN.IB FOR MNEMONIC1091

420000009     1              10004           2017-03-31    2017-03-31    100                100                C               99990420000009
5003             30           333862017033   TNITIN       SNITIN9      50100000027846  :SERVICE CHARGES

420000009     1              10004           2017-03-31    2017-03-31    100                100                C               99990420000009
5003             30           333862017033   TNITIN       SYSTEM       50100000027846  :SERVICE CHARGES

211000001     1              10004           2017-03-31    2017-03-31    -12                12                 D               50100000027846
5003             30           333862017033   TNITIN       SYSTEM       CASA:SERVICE TAX 12 PCT

244200018     1              10004           2017-03-31    2017-03-31    .36                .36                C               99990244200018
5003             30           333862017033   TNITIN       SYSTEM       50100000027846  :EDUCTION CESS 3 PCT

420000009     1              10004           2017-03-31    2017-03-31    100                100                C               99990420000009
5003             30           333862017033   TNITIN       SYSTEM       50100000027846  :SERVICE CHARGES

211000001     1              10004           2017-03-31    2017-03-31    -.36               .36                D               50100000027846
5003             30           333862017033   TNITIN       SYSTEM       CASA:EDUCTION CESS 3 PCT

211000001     1              10004           2017-03-31    2017-03-31    -100               100                D               50100000027846
5003             30           333862017033   TNITIN       SNITIN9      CASA:SERVICE CHARGES
```

GL021 - GL Transactions Rejected

Branches input many transactions during the day. For some reasons, if the financial transactions input by the branches get rejected, then an end of the day batch report lists such transactions along with the rejection reason for verification.
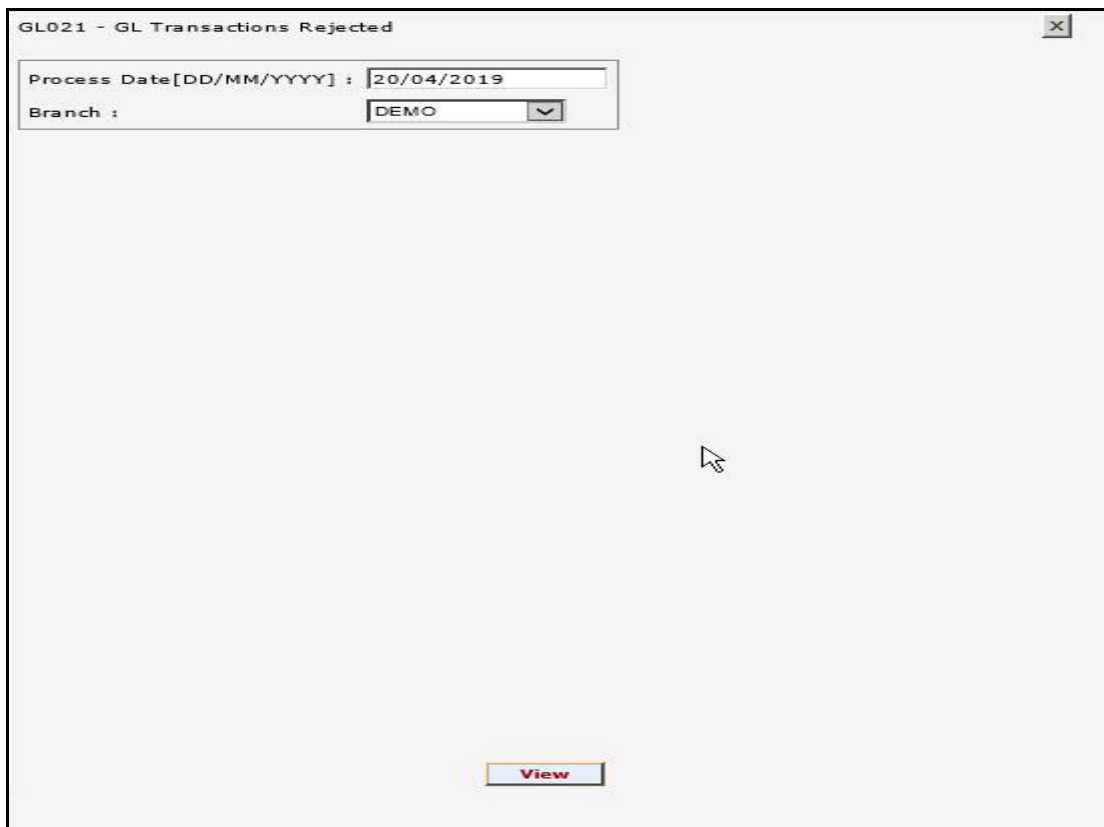
This is a Rejected transactions report generated at the end of the day. This report is grouped by product code and each column of this report provides information about Account Number, **LOB**[2] Code, General Ledger Code, Transaction Code, Transaction Literal, Debit/Credit, Currency, Transaction Amount, Reject Reason, Branch, User Number, Batch Number, Serial Number, Teller ID, Supervisor ID and Transaction Date.

Frequency

- Daily (EOD)

To view and print the Rejected GL TRANSACTIONS REPORT

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Select the **Batch Reports** button.

3. Navigate through **General Ledger > General Ledger Reports > GL021 - GL Transactions Rejected.**

4. The system displays the **GL021 - GL Transactions Rejected** screen.

---

[2](Line of Business)

Field Description

Field Name	Description
Process Date[DD/MM/YYYY]	[Mandatory, dd/mm/yyyy] Type the date for which the report is processed. By default, the system displays the current process date.
Branch Code	[Mandatory, Drop-Down] Select the code of the branch for which the report needs to be viewed.

5. Enter the appropriate parameters in the **GL021 - GL Transactions Rejected** screen.

6. Click the **View** button to view the report.

7. The system displays the **GL Transactions Rejected** screen.

```
Bank  :  765    AU Small Finance Bank              FLEXCUBE                        Run Date :14-MAR-2017
Branch :                                    GL  TRANSACTIONS  REJECTED                   Run Time :  7:05 AM
Op. Id :  SYSOPER                               For 30-Apr-2017                     Report No:  GL021/1

     Date Posting    User ID      Batch No. STAN      Sub Seq No. GL Account  CCY       Amt in A/C CCY     Amt in Local CCY  D/C
  D e s c r i p t i o n                  Reason Rejected                       Status

                                              *** No data for this Report ***
```

8. Select the **Print** option from the **File** menu.

9. The system displays the **Print** dialog box.

10. Select the appropriate parameters and click the **OK** button.

GL100 - EOD Suspense Report

You can view the EOD suspense report for a process date.

- Daily (EOD)

To generate the EOD Suspense report

1. Access the **Report Request** (Fast Path: 7775) screen.
2. Ensure that the **Batch Reports** button is selected.
3. Navigate through **General Ledger > General Ledger Reports > GL100 - EOD Suspense Report.**
4. The system displays the **GL100 - EOD Suspense Report** screen.

Field Description

Field Name	Description
Process Date (DD/MM/YYYY)	[Mandatory, dd/mm/yyyy]
	Type the date for which the report is to be processed. By defualt the system displays the current process date.

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Field Name	Description
Branch	[Mandatory, Drop down]
	Select the code of the branch for which the report needs to be viewed from the drop-down list.

5. Enter the appropriate parameters in the **GL100 - EOD Suspense Report** screen.

6. Click the **Generate** button.

7. The system displays the message "Report Request Submitted". Click the **OK** button.

8. The system generates the **EOD Suspense Reportt**. For reference, a specimen of the report generated is given below:

```
Bank  : 240    DEMO BANK LIMITED                    FLEXCUBE                        Run Date : 02-JUL-2016
                                                 EOD SUSPENSE REPORT                Run Time : 4:50 PM
Branch : 9999    DEMO
Op. Id : SYSOPER                                  For: 31-Mar-2017                   Report No: GL100/1
_____
Branch          Line Of Busines     GL Account          Amount (FCY)       Amount (LCY)    Dr/Cr      Posting Date    Value Date

Trans. description                    Txn Mnemonic    Batch No.    Currency   Sequence No.       Account Number    User ID
_____
9                  0                163000001              2,000.00           2,000.00     D           15-OCT-2016    31-MAR-2017
Suspense GL                           0           3089         1           1                            GLEOD

9                  0                141310002                590.90             590.90     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_    3121      3089         1           2            50000000323560    SYSOPER

9                  0                141310002                590.18             590.18     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_    3121      3089         1           2            50000000323560    SYSOPER

9                  0                141310002                590.96             590.96     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_    3121      3089         1           2            50000000323560    SYSOPER

9                  0                141310002                 88.64              88.64     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_PRINCIPAL_    3121      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                 23.42              23.42     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_INTEREST_A    3121      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                 24.14              24.14     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_INTEREST_A    3121      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                  2.86               2.86     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_PENALTY_AR    3121      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                 23.36              23.36     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_INTEREST_A    3121      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                  5.54               5.54     C           15-OCT-2016    30-SEP-2016
LN balance appropriation : PAY_PENALTY_AR    3121      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                -15.45             -15.45     C           31-MAR-2017    30-JAN-2017
LN. Penalty Interest Compound : REVERSE_P    3250      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                -14.97             -14.97     C           31-MAR-2017    30-SEP-2016
LN. Penalty Interest Compound : REVERSE_P    3250      3089         1           2            50000000323560    SYSOPER

9                  0                162510002                -23.36             -23.36     D           31-MAR-2017    30-OCT-2016
LN. Installment Charged : REVERSE_PMI_CHA    4310      3089         1           2            50000000323560    SYSOPER

LN. Penalty Interest Compound : REVERSE_P    3250      3089         1           2            50000000323560    SYSOPER
```

GL211 - Voucher Batches Not Closed

The branch batch can be closed to stop the operations for a specified date .The batches which are not closed for some operational reason are available for verification by the super by this report.
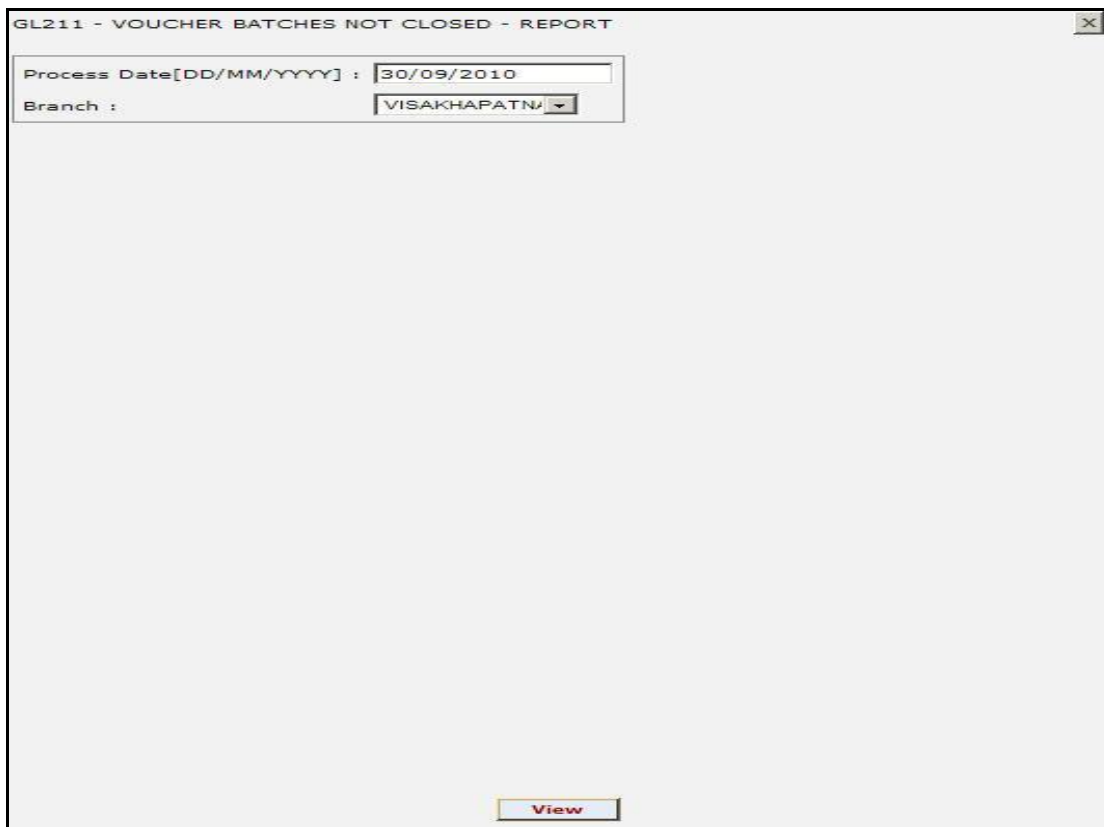
This is a report for Voucher Batches which are not Closed. Each column of this report provides details about batch number User of Batch, Status, Total Lots, Currency Date, Batch Open, Total Transactions and Name of Checker.

Frequency

- Daily (EOD)

To view and print the Voucher Batches Not Closed Report

1. Access the **Report Request** (Fast Path - 7775) screen.

2. Select the **Batch Reports** button.

3. Navigate through **General Ledger > General Ledger Reports > GL211 - VOUCHER BATCHES NOT CLOSED** - **REPORT**.

4. The system displays the **GL211 - VOUCHER BATCHES NOT CLOSED** - **REPORT** screen.

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Field Description

Field Name	Description
Process Date[DD/MM/YYYY]	[Mandatory, dd/mm/yyyy] Type the date for which the report is to be processed. By default, the system displays the current process date.
Branch	[Mandatory, Drop-Down] Select the code of the branch for which the report needs to be viewed from the drop-down list.

5. Enter the appropriate parameters in the **GL211 - VOUCHER BATCHES NOT CLOSED** - **REPORT** screen.

6. Click the **View** button to view the report.

7. The system displays the **VOUCHER BATCHES NOT CLOSED** - **REPORT** screen.

```
----------------------------------------------------------------------------------------------------
Bank   : 240    DEMO                        FLEXCUBE                        Run Date : 05-MAY-2016
Branch : 9999   DEMO              VOUCHER BATCHES NOT CLOSED - REPORT        Run Time : 8:46 PM
Op. Id : SYSOPER                       For  30-Sep-2016                      Report No: GL211/1
----------------------------------------------------------------------------------------------------
Branch Code :    9999
----------------------------------------------------------------------------------------------------
Batch No.      User Of Batch      Status    Total Lots  Currency   Date Batch Open  Total txns   Name of Checker
----------------------------------------------------------------------------------------------------
641            TKEDAR             OPEN        0           1          30/09/2016       0            TKEDAR

681            TDEEPESH           OPEN        0           1          30/09/2016       0            TDEEPESH

682            TDEEPESH           IN-USED     0           392        30/09/2016       0            TDEEPESH

683            TDEEPESH           OPEN        0           292        30/09/2016       0            TDEEPESH
----------------------------------------------------------------------------------------------------
                                       ***END OF REPORT***
```

8. Select the **Print** option from the **File** menu.

9. The system displays the **Print** dialog box.

10. Select the appropriate parameters and click the **OK** button.

GL310 - TROPS Daily Transactions

You can generate the TROPS daily transactions.

Frequency

- Daily (EOD)

To view and print the GL Summary Report

1. Access the **Report Request** (Fast Path: 7775) screen.

2. Select the **Batch Reports** button.

3. Navigate through **General Ledger > General Ledger Reports > GL310 - TROPS Daily Transactions.**

4. The system displays the **GL310 - TROPS Daily Transactions** screen.

Field Description

Field Name	Description
Process Date[DD/MM/YYYY]	[Mandatory, dd/mm/yyyy] Type the date for which the report is processed. By default, the system displays the current process date.

Field Name	Description
Branch Code	[Mandatory, Drop-Down] Select the code of the branch for which the report needs to be viewed from the drop-down list.

5. Enter the appropriate parameters in the **GL310 - TROPS Daily Transactions** screen.

6. Click the **View** button to view the report.

7. The system displays the **GL310 - TROPS Daily Transactions** screen.

8. Select the **Print** option from the **File** menu .

9. The system displays the **Print** dialog box.

10. Select the appropriate parameters and click the **OK** button.

GL903 - GL Consistency Check

This is a report for GL consistency check. Each column of this report provides details about module, GL code, currency, GL balance, total account balance and difference.

To view and print the GL Consistency Check Report

1. Access the **Report Request** (Fast Path - 7775) screen.

2. Select the **Batch Reports** button.

3. Navigate through **General Ledger > General Ledger Reports > GL903 - GL Consistency Check**.

4. The system displays the **GL903 - GL Consistency Check** screen.

Field Description

Field Name	Description
Process Date[DD/MM/YYYY]	[Mandatory, dd/mm/yyyy] Type the date for which the report is to be processed. By default, the system displays the current process date.
Branch	[Mandatory, Drop-Down] Select the code of the branch for which the report needs to be viewed from the drop-down list.

5. Enter the appropriate parameters in the **GL903 - GL Consistency Check** screen.

6. Click the **View** button to view the report.

7. The system displays the **Report on GL Consistency checks Report** screen.

```
Bank   : 532      DEMO BANK LIMITED                    FLEXCUBE                        Run Date : 02-OCT-2016
                                            Report on GL Consistency checks                Run Time : 7:21 AM
Op. Id : TSAJAL                                  As on 19-Jun-2016                         Report No: GL903/1
-----------------------------------------------------------------------------------------------------------
Module            GL Code            Currency            GL Balance        Total Acct Bal          Difference
-----------------------------------------------------------------------------------------------------------

Branch:    1  DEMO BANK LTD - NEHRU CENTRE BRANCH
-----------------------------------------------------------------------------------------------------------
CASA-AIP          105030201          INR              11,444,666.72         11,444,665.12               1.60
Total                                                                                                      2
-----------------------------------------------------------------------------------------------------------
CASA-AIR          209040607          INR              -9,691,924.31                  0.00       -9,691,924.31
CASA-AIR          211020101          INR                       0.08                  0.00                0.08
CASA-AIR          211020106          INR                       0.01                  0.00                0.01
CASA-AIR          211020403          INR             -14,217,324.30                  0.00      -14,217,324.30
Total                                                                                             -23,909,249
-----------------------------------------------------------------------------------------------------------
CASA-Bal          209030110          INR           -2,592,923,221.16     -2,591,667,421.90       -1,255,799.26
CASA-Bal          209030114          INR                       0.00            -40,300.00           40,300.00
Total                                                                                              -1,215,499
-----------------------------------------------------------------------------------------------------------
CASA-Bal          209030104          USD                      -1.19                  0.00               -1.19
Total                                                                                                      -1
-----------------------------------------------------------------------------------------------------------
CASA-BalA         209030110          INR           -2,592,923,221.16     -1,114,426.52       -2,591,808,794.64
Total                                                                                          -2,591,808,795
-----------------------------------------------------------------------------------------------------------
CASA-BalS         209030110          INR           -2,592,923,221.16       -141,372.74       -2,592,781,848.42
Total                                                                                          -2,592,781,848
-----------------------------------------------------------------------------------------------------------
RD-AIP            105030307          INR               1,321,355.52           158,039.69        1,163,315.83
Total                                                                                               1,163,316
-----------------------------------------------------------------------------------------------------------
TD-COMP           103050201          INR           1,568,976,675.69      1,568,993,544.20          -16,868.51
Total                                                                                                 -16,869
-----------------------------------------------------------------------------------------------------------

Branch:    2  GURGAON, HARYANA
-----------------------------------------------------------------------------------------------------------
CASA-AIP          105030201          INR              24,803,227.82         24,803,224.75               3.07
CASA-AIP          105030202          INR                 785,089.53            785,574.89            -485.36
CASA-AIP          105030203          INR               3,315,931.47          3,316,267.70            -336.23
Total                                                                                                   -819
-----------------------------------------------------------------------------------------------------------
CASA-AIR          211020101          INR                       0.08                  0.00                0.08
CASA-AIR          211020109          INR                -650,846.87                  0.00         -650,846.87
CASA-AIR          211020201          INR                       0.01                  0.00                0.01
```

8. Select the **Print** option from the **File** menu.

9. The system displays the **Print** dialog box.

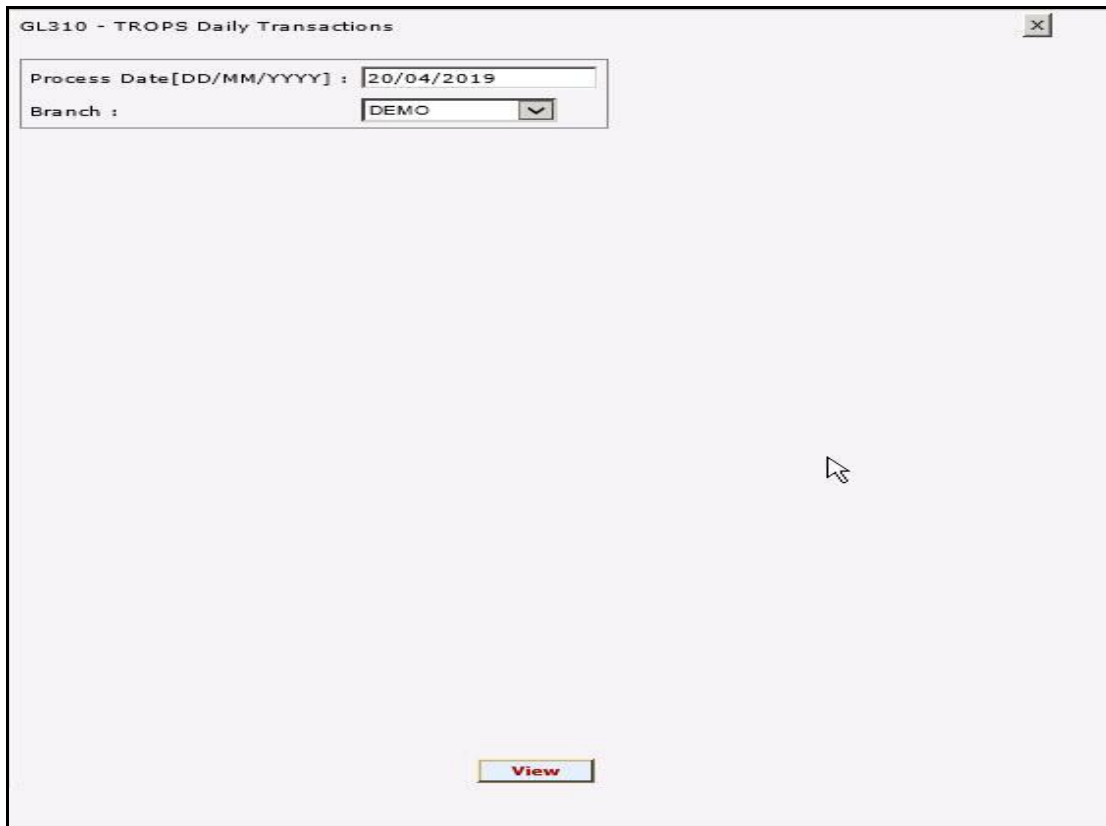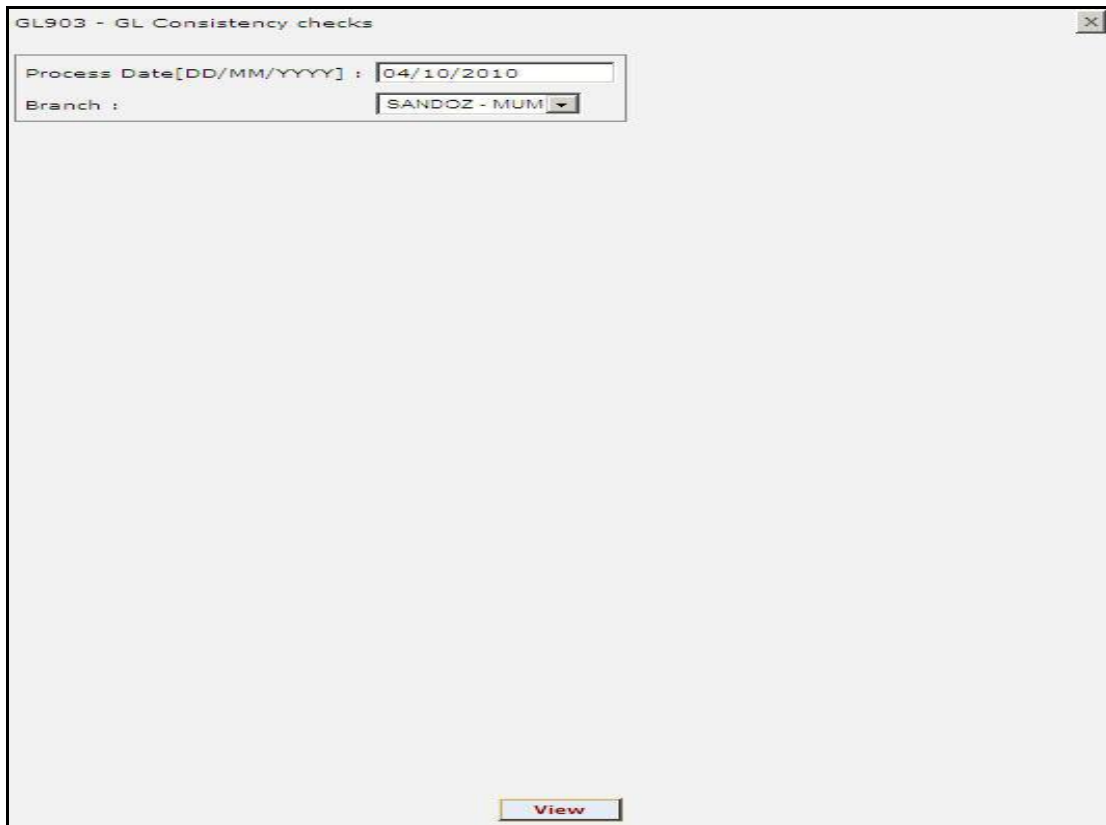10. Select the appropriate parameters and click the **OK** button.