Oracle Banking Digital Experience

Corporate Trade Finance User Manual
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ORACLE®

Corporate Trade Finance User Manual

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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 Oracle Support

Oracle customers have access to electronic support through My Oracle Support. For information, visit

http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info or visit

http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs if you are hearing impaired.

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 User Manual.

Introduction provides brief information on the overall functionality covered in the User Manual.

The subsequent chapters provide information on transactions covered in the User Manual.

Each transaction is explained in the following manner:

- Introduction to the transaction

- Screenshots of the transaction

- The images of screens used in this user manual are for illustrative purpose only, to provide improved understanding of the functionality; actual screens that appear in the application may vary based on selected browser, theme, and mobile devices.

- Procedure containing steps to complete the transaction- The mandatory and conditional fields of the transaction are explained in the procedure.

  If a transaction contains multiple procedures, each procedure is explained. If some functionality is present in many transactions, this functionality is explained separately.

1.5 Related Information Sources

For more information on Oracle Banking Digital Experience Release 18.1.0.0.0, refer to the following documents:

- Oracle Banking Digital Experience Licensing Guide

- Oracle Banking Digital Experience Installation Manuals

2. Transaction Host Integration Matrix

Legends

NH	No Host Interface Required.
✔	Pre integrated Host interface available.
✗	Pre integrated Host interface not available.

Sr No	Transaction / Function Name	Oracle FLEXCUBE Core Banking 11.7.0.0.0	Oracle FLEXCUBE Universal Banking 12.4.0.0.0	Oracle FLEXCUBE Universal Banking 14.0.0.0.0
1	Initiate LC	✔	✔	✔
2	View Import LC	✔	✔	✔
	Initiate LC Amendment	✔	✔	✔
3	View Export LC	✔	✔	✔
4	Amend LC	✔	✔	✔
5	Initiate Collection	✗	✔	✔
6	View Import Bill	✔	✔	✔
7	View Export Bill	✔	✔	✔
8	Initiate Outward Guarantee	✔	✔	✔
9	View Outward Guarantee	✔	✔	✔
	Initiate Outward Guarantee Amendment	✗	✔	✔
10	Customer Acceptance - LC	✔	✔	✔
11	Customer Acceptance - Bills	✗	✔	✔
12	Beneficiary Maintenance	✔	✔	✔
13	Line Limits Utilization	✗	✔	✔

3. Trade Finance

Trade finance is process of financing commerce, i.e. both domestic and international trade based transactions. It comprises a seller, a buyer along with other service providing institutions to facilitate transactions such as banks, insurers, credit rating agencies etc. This may be considered as a tool to safeguard against the distinct risks present in doing international trade viz. fluctuations in currency conversions, political conditions, creditworthiness of the buyer etc. Some of the majorly used tools are Letter of Credits, Import and Export Bills, Outward Guarantees.

In the Trade Finance module, you can initiate, amend and view Letter of Credits (LC). You can also view details of import and export bills, and export bills under LC, and outward guarantees raised. User can initiate collection and outward Guarantees. For the ease of transaction, a facility to maintain beneficiary and facility to view lines have been added. You can also attach documents required for the Trade Finance transactions.

Note: This module is not supported on mobile devices.

Workflow
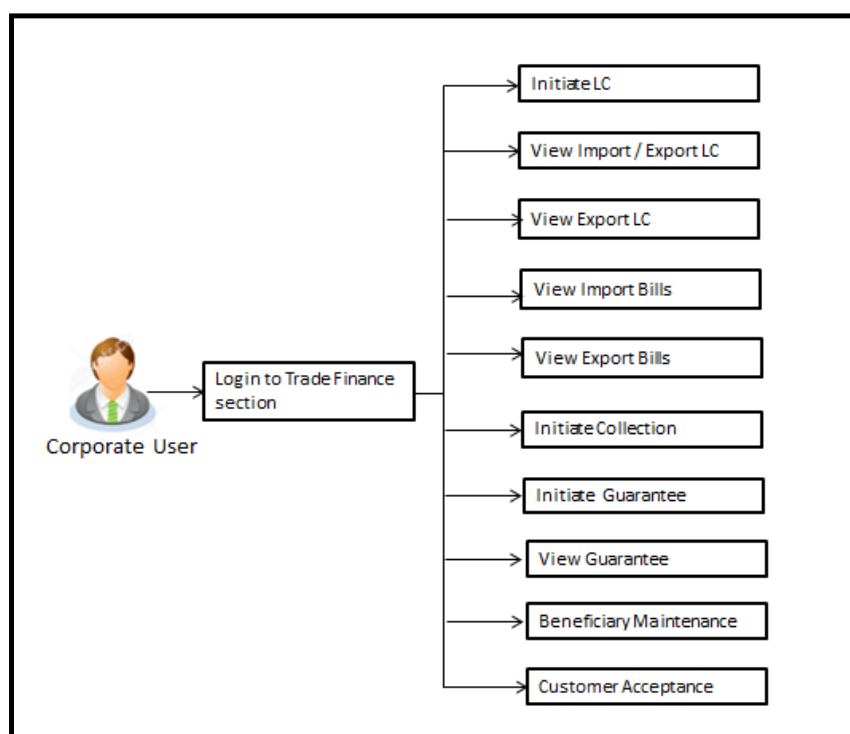
3.1.1 Letter of Credit

Letter of credit is a financial tool which acts as an obligation of the issuing bank to pay the agreed amount to the seller on behalf of the buyer, if buyer provides compliant documents about those goods as specifically mentioned in the sales contract or purchase agreement to the advising bank. They are governed by rules set by International Chamber of Commerce known as Uniform Customs and Practice for Documentary Credits (UCP 600).

It is of different types; most commonly used ones are irrevocable LC, transferrable LC, back to back LC and standby LC. Mostly they are used in situations where both parties i.e. seller and buyer are new to each other and are operating in different countries and seller thinks to safeguard against multiple risks involved in the trade.

3.1.2 Import and Export Bills

Bill collection is a trade transaction, in which the exporter forwards the required commercial documents to the importer's bank, against which the payment is to be done. Banks facilitates documents movement, makes the required checks and then process payments to the exporter against the bill.

Import bill collection offers a view about the collection from the point of view of an importer and export bill collection offers the same from the point of view of an exporter.

3.1.3 Guarantees

It is a contract released by bank for its customer, who has signed an agreement to purchase goods from a supplier and agrees to fulfil any financial obligations to the supplier in case of default. In other words, if the debtor fails to settle a debt, the bank will cover it. Using this option, user can apply for an Outward Bank Guarantee. For the BG application, user must enter the details in the four tabs available in this option viz. Parties, Commitment Details, Bank Instructions and Guarantee.

3.1.4 Customer Acceptance

There occurs some situations where the sales contract goes for some modification, and in order to replicate the same over bills and letter of credits, acceptance from other party is also required. Using this option, user can accept or reject, amendments under export Letters of Credit. It is then forwarded for further approval from bank. A search facility is also provided to easily locate the amendment raised.

3.1.5 Beneficiary Maintenance

To ease the user from filling up the details of beneficiary, a facility to maintain beneficiary is added. User can create add, edit or delete beneficiary details and also have different access type, if he wants to share the same beneficiary with other users. Also, it can be defined as in which functions will be able to use the beneficiaries viz. LC, BG or collection. This enables user to directly choose a beneficiary from the maintained list and save time of filling up the detail every time he is initiating a new transaction.

3.1.6 Line Limits Utilization

Banks provide various limits to its customers, which they can use as a credit for different purposes. There can be main lines and sub lines with their limits assigned. There may be some trade finance instruments which are tagged to various lines. This feature will show all the existing lines a customer has and allows user to see the amount is used for which transaction.

There is a widget also provided on the corporate dashboard for a brief snapshot on the existing lines of customer. User can see the lines based on individual party or all the parties at a time.

Home

4.   Initiate A Letter of Credit under Oracle FLEXCUBE Core Banking

Using this option, you can initiate an Import Letter of Credit (LC) in the application. A letter of credit is a bank document which undertakes that the seller will receive payment against the stipulated documents and provided the terms and conditions have been satisfied.

An **import letter of credit** provides the credit worthiness of the importer, with the involvement of financial institutions such as banks.

Pre-Requisites

- User must be having a valid corporate login credentials to get into the system. This will be under a maker – approver system, or as per user's access. User must be having a sanctioned limit/credit available for his perusal.

Workflow

How to reach here:

Trade Finance > Letter of Credit > Initiate LC

User has three options to initiate LC

a.   Using existing Templates

b.   Using existing Drafts

c.   Initiating LC (New Application)

These are explained in detail underneath.

4.1 Search LC template

User can save LC application as a Template so that same can be used for creation of similar kind of LCs, if required in future. User can search the saved LC template using Template Name.

Note: LC Application saved as **Template** can be re used any number of times for LC Initiation.

To search the LC template:

1.   In the **Search** field, enter the template name.

2. Click 🔍 . The saved LC template appears based on search criteria.

LC Template - Search Result

Field Description

Field Name	Description
Search Result	
Template Name	The name using which template is stored and can be used to initiate a LC application.
Beneficiary	The beneficiary name against whom LC is to be created.
Product	The corresponding LC product type and as supported by Host.
Created by	The name of the maker who has created the template.

Field Name	Description
Last Updated	The latest updated date of the template.
Access Type	The type of access granted to template, whether it is public or private.

3. Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4.2 Search LC Drafts

User can save LC application as a Draft so that it can be used if required in future. User can search the saved LC draft using Draft Name.

Note: LC Application saved as **Draft** can be used only one time for LC Application initiation.

To search the LC draft:

1. In the **Search** field, enter the draft name.

2. Click 🔍 . The saved LC draft appears based on search criteria.

LC Draft - Search Result

Field Description

Field Name	Description
Search Result	
Draft Name	The name of the LC application saved as draft.
Saved On	The date on which the draft is saved.

3.   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4.3   Initiate a Letter of Credit

Using this option, you can initiate an Import Letter of Credit (LC) in the application. To initiate an LC in the application, you must enter details such as your Customer ID, Product, shipment period, and applicable charges etc. You can also give specific instructions to bank.

4.3.1   Letter of Credit Details tab

Letter of Credit Details tab this tab captures the general details of the LC application process.

To initiate the LC:

1.   Click **Initiate LC** on **Letter of Credit Initiation** screen.

Letter of Credit Initiation - Initiate LC

Field Description

Field Name	Description
Party Id	The party IDs of the applicant is selected.
Branch	The bank branch where you want to create the LC contract.
Applicant Details	
Applicant Name	Displays the LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The current date as the date of LC application.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Import LC product under which you want to create the Import Letter of Credit.
Revolving	Indicates whether the LC is revolving or not. The options are: • Yes • No
Revolving Type	The Indicates revolving type. The options are: • Value: LC revolves in value. • Time : LC revolves in time

Field Name	Description
Repeat Frequency	The time duration of revolving frequency The values can be entered in terms of: - Days - Month This field is enabled if the **Time** option is selected in **Revolving Type** list.
Cumulative	Displays whether the frequency is cumulative for the LC. If it is cumulative then unused amount of previous LC would be added and available for the new LCs. The options are: - Yes - No
Auto Reinstatement	This states that reinstatement will happen automatically, if not chosen it has to be done manually if required. The options are: - Yes - No
Transferable	Indicates whether the LC is transferable or not. The options are: - Yes - No
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
LC Amount Details	
LC Amount	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
Tolerance	The level of tolerance on the LC amount to created and would be honored in case of any minor fluctuations in amount.

Field Name	Description
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment
Credit Available With	Indicates the details of Bank where credit would become available. It is captured by Bank's Swift code. The options are: • Swift Code • Bank Address
SWIFT Code	Specify the Bank's SWIFT code where credit would become available or click on Lookup Swift Code link and select it. This field is enabled if the **Swift Code** option is selected in the **Credit Available With** field.
Bank Name	Specify the Bank's name where credit would become available. This field is enabled if the **Bank Address** option is selected in the **Credit Available With** field.
Bank Address	Specify the Bank's address where credit would become available. This field is enabled if the **Bank Address** option is selected in the **Credit Available With** field.

Field Name	Description
Drafts	The drafts are associated with the LC application. Displays the draft amount for the LC. The options are: • Yes • No

Drafts section

This section appears if you clicked **Yes** in the **Drafts** field of the LC application.

Note: Click 🗑 to remove any draft added earlier to the LC application. Click **Add Another Draft** to add new draft.

Field Name	Description
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted. The options are: • Invoice Date • B/L Date • Others
Draft Amount	The various drafts amount for the LC application.
Drawee Bank	The drawee bank of the LC.
Template Access Type	Indicates the type of access for the template. The options are: • Public • Private Applicable only in case of "**Save as Template**".

2. From the **Party Id** list, select the appropriate option. The applicant's details appear.

3. Enter the beneficiary details.

4. In the **Name** field in the Beneficiary section, enter the name of the LC beneficiary.

5. In the **Address** field in the Beneficiary section, enter the address of the LC beneficiary.

6. From the **Country** list in the Beneficiary section, select the appropriate option.

7. From the **Branch** list, select the appropriate option.

8. From the **Product** list, select the appropriate option.

9. From the **LC Amount** list, select the appropriate option and in the LC Amount field, enter the amount for which the LC is needed.

10. In the **Date of Expiry** field, select the expiry date of the LC.

11. In the **Place of Expiry** field, enter the place of LC expiry.

12. From the **Tolerance** list, enter the "**under**" and "**above**" values in percentage by which the amount of LC can vary.
    In the **Total Exposure** field the LC amount along with tolerance would be displayed automatically.

13. Select the appropriate option from **Transferable** field.

14. From the **Credit Available By** list, select the appropriate option.

15. From **Credit Available With**,
    If **Swift Code** option is selected, use the lookup and select the right swift code.
    OR
    If **Bank Address** option is selected, specify **Bank Name** and **Bank Address** where the credit will be available.

16. Select the appropriate option from **Revolving** field.

    a. If you select **Yes** it will be creating a revolving LC.

        i.   If you select **Time** in the **Revolving Type** field.

        ii. From the **Repeat Frequency** list, select the appropriate option and enter the value.

        iii. From the **Cumulative** list, select the appropriate option.
             OR

        ii. Select **Value** in the **Revolving Type** field.

17. Select the appropriate option from **Drafts** field.

    a. If you select **Yes**.

        i.   In the **Tenure** field, enter the appropriate value.

        ii. From the **Credit Days From** list, select the appropriate option.

        iii. In the **Draft Amount** field, enter the appropriate value.

        iv. In the **Drawee Bank** field, enter the bank name.

        v.   Click **Add Another Draft** to add new draft details if required.
             OR

             Click 🗑 to remove already added draft.
             OR
             Click **Continue** to save the details entered and proceeds to next level of details.

18. Click **Continue** or click the **Shipment Details** tab.
    The **Shipment** tab appears in the **Letter of Credit Initiation** screen.
    OR
    Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
    OR

Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
OR
Click **Back** to go back to previous screen.
OR
Click Cancel to cancel the transaction, The Dashboard appears.

19. Click **Letter of Credit Initiation – Shipment Details** tab.

4.3.2 Letter of Credit Initiation - Shipment Details tab

This tab captures the Shipment details of the LC application process.

Letter of Credit Initiation - Shipment Details tab

Field Description

Field Name	Description
Partial Shipment	Indicates whether partial shipments are allowed under the LC. The options are: • Allowed • Not Allowed • Conditional
Shipment Period	The period of shipment during which the goods are to be loaded on board/dispatched/taken in charge.
Transshipment	Indicates whether transshipments are allowed under the LC. The options are: • Allowed • Not Allowed • Conditional
Latest Date for Shipment	The latest date for shipment loading goods on board/dispatch/taking in charge. The Latest Date for Shipment should not be later than the LC Expiry Date. It is mandatory to enter either in the **Latest Shipment Date** or **Shipment Period** field.
Shipment From	The place of receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose bill is getting linked.
Description of Goods	The description of goods.

20. From the Partial Shipment list, select the appropriate option.

    a. If you select the **Allowed** option;

        i. In the **Shipment Period** field, enter the details of all shipments.

> **Note:** Shipment period field is not dependent on partial shipment allowed flag, user need to enter either latest shipment date or shipment period but not both.

21. From the **Transshipment** list, select the appropriate option.

22. In the **Latest Date for Shipment** field, enter the latest shipment date for loading goods on board/dispatch/taking in charge.

23. In the **Shipment From** field, enter the name of the place where the goods are to be received.

24. In the **Shipment To** field, enter the name of the place for delivery of goods.

25. In the **Port of Loading** field, enter the port of dispatch or taking in charge of the goods or loading on board.

26. In the **Port of Discharge** field, enter the port of discharge of the goods.

27. In the **Goods** section,

    a. From the **Goods** list, choose the desire goods being shipped.

    b. In the **Description of Goods** field, enter the description of the goods traded under the LC.

    c. Click **Continue** to save the details entered and proceeds to next level of details.
    OR
    Click the **Documents** tab.

28. The **Documents** tab appears in the **Letter of Credit Initiation** screen.
    OR
    Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
    OR
    Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
    OR
    Click **Back** to go back to previous screen.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

29. Click **Letter of Credit Initiation - Documents** tab.

4.3.3 Letter of Credit Initiation - Documents tab

This tab includes the Inco terms (International Commercial Terms) and required document details along with the clauses list related to the documents. The lists on this tab are populated when you select the appropriate product from the Product list on the **Initiate LC** tab.

Letter of Credit Initiation - Documents tab

Field Description

Field Name	Description

Documents List

Documents list have the list of documents with checkboxes to choose along with the number of original or copies submitted and clauses they cater too.

Selected	Displays the documents that you have selected from the list.
	The selected documents are to be a part of the initiated LC.
Document Name	Name of the document to be uploaded for the LC.
Original	The required number of original documents required for the selected document.
	It is provided as m/n, where m out of available n documents would be submitted to bank.

Field Name	Description
Copies	The required number of copies required for the selected document.
Incoterm	Indicates the INCO terms for the LC application.
Clause	
View Clause	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
Selected	The clauses that you have selected from the **Clause List**. The selected clauses related documents are to be attached to the selected document. You must select at least one clause.
Clause	The name of the clause.
Clause Description	The description and number of the selected clause.
Documents to be presented within/beyond _____ days after the date of shipment but within validity of this credit	The number of days after the date of shipment when the documents will be presented to bank. **Note:** On adding these days to the date of application, it should be within validity period.

31. Select the **Document List** checkbox to choose the number of original or copies submitted and clauses.
    In the **Document List** section, select the required document to be a part of the Initiated LC.

32. In the **Original** field, enter the number of originals required for the selected document.

33. In the **Copies** field, enter the number of copies required for the selected document.

34. In the **Clauses** section, list of clauses for each document will be listed and a checkbox is available against various clauses, user can choose amongst various clauses. Select the required clauses for each selected document.

    a. In the **Clause Description** field, modify the description of the clause, if required.

    b. Click **Save as Draft.** The transaction details are saved as a draft to save the changes.
    OR
    Click **Cancel** to discard the changes.

35. In the **Documents to be presented within/beyond _____ days after the date of shipment but within validity of this credit** field, enter the number of days.

36. From the **Incoterm** list, select the appropriate option.

37. Click the **Instructions** tab.
The **Instructions** tab appears in the **Letter of Credit Initiation** screen.
 OR
Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
OR
Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
OR
Click **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

38. Click **Letter of Credit Initiation - Instructions** tab.

4.3.4 Letter of Credit Initiation - Instructions tab

This tab includes the miscellaneous information such as Advising Bank Swift ID, Charges Borne By, and Instructions to the bank (not forming part of LC).

Letter of Credit Initiation - Instructions tab

Field Description

Field Name	Description
Advising Bank Swift ID	The SWIFT ID of the Advising Bank. Click 🔍 if required, to search and select the bank details, available in the application.
Charges Borne By	Allow user to choose who is to bear the charges of Remittances and other charges applicable. The options are: • Beneficiary • Applicant
Charges Borne By Beneficiary	User can input details about account etc., and is applicable only if charges borne by is Beneficiary. This would be active only if **Charges borne by** selected are **Beneficiary**.
Charges Account	The user account from which charges are to be deducted. This would be active only if **Charges borne by** selected are **Applicant**.
Instructions to the Bank (not forming part of LC)	Any additional instructions that you want to give to the bank.
Terms and conditions	This displays the terms and conditions applicable by Bank along with details of charges applicable.

39.   In the **Advising Bank Swift ID** field, click 🔍 to search and select the bank details, available in the application.

40.   From the **Charges Borne By** list, select the appropriate option.

   a.   If you select Applicant in **Charges Borne By** list;

      i.   From the **Charges Account** list, select the appropriate account from which charges are to be deducted.

41.   Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

42.   Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
OR
Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)

OR
Click **Back** to go back to previous screen.
OR
Click Cancel to cancel the transaction, The Dashboard appears.

43. The review screen appears. It displays all the 4 sections with their respective fields namely **Letter of Credit details, Shipment Details, Documents, and Instructions,** with an option to edit them individually.
Verify the details, and click **Confirm**.
OR
Click **Edit All** to modify all the fields for creation of LC.
OR
Click **Cancel** to discard the changes.

44. The success message initiation of LC creation appears along with the reference number. Click **OK** to complete the transaction.

4.4 Save As Template

User can save LC application as a Template so that it can be used for creation of similar LCs, if required in future. The application allows the template access as public or private if saved as template.

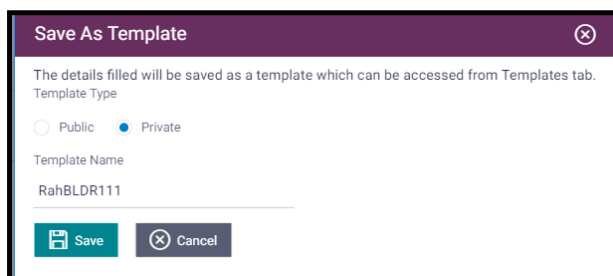User can search the saved LC template by template name in search tab. The LC applications earlier saved as template can also be saved as draft while initiating a LC.

Note: User cannot save application with attached document as Template.

To save LC application as template:

1. Enter the required details in LC application.

2. Click **Save As** and then select **Template** option.

Save as Template

Field Description

Field Name	Description
Template Type	Indicates the type of access for the template. The options are: • Public: A template marked as 'Public are visible to all the users mapped to the Party ID of the user who created the template. All such users will only be able to view and use whereas they will not be able to edit or delete template. Only the creator of the template is allowed to edit or delete the template. • Private: A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use it while initiating LC and modify or delete such template.
Template Name	Name of the template.

3. From the **Template Type** list, select the appropriate option.

4. In the **Template Name** field, enter the desired name for the template.

5. Click **Save** to save the template.
   The transaction details are saved as a template which can be access from the **Template** tab.
   OR
   Click **Cancel** to cancel the transaction.

4.5 Save As Draft

User can save LC application as a Draft so that it can be used if required in future. It can be re used only one time for LC Application initiation. User can search the saved LC draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The LC applications, which were saved as draft can also be saved as template after adding all other necessary fields.

Note: User cannot save application with attached document as Draft.

To save LC application as draft:

1. Enter the required details in LC application.

2. Click **Save As** and then select **Draft** option.

Save as Draft

Field Description

Field Name	Description
Draft Name	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.

4. Click **Save** to save the draft.
   The transaction details are saved as a draft which can be accessed from the **Draft** tab.
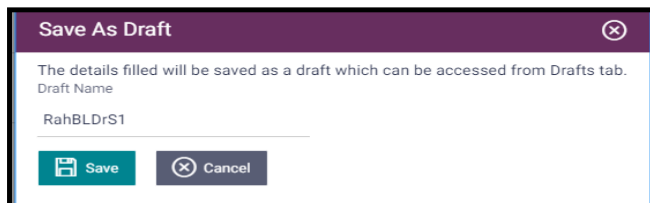   OR
   Click **Cancel** to cancel the transaction.

FAQs

1. **Can I create a Letter of Credit without providing Advising Bank Details?**

   Yes, you can, but you will need to give the same later.

2. **Can I create Revocable LCs?**

   No, under this module only irrevocable LC creation is possible.

3. **What if I do not want to have any tolerance?**

   Please put 0 in the fields under % and above %. By default application will take 10% tolerance, if no value has been provided which is in accordance to Swift guidelines.

4. **When should I create a draft and when should I create a Template?**

   When you want to use the LC created again and again, save it as template. While if you are leaving your create LC application to be filled at a later stage or usage on a later date, you can save it as draft.

5. **Can I initiate LC from my mobile device?**

   Currently, you cannot perform any Trade Finance related transaction from mobile devices.

Initiate A Letter of Credit under Oracle FLEXCUBE Universal Banking

Using this option, you can initiate an Import Letter of Credit (LC) in the application. A letter of credit is a bank document which undertakes that the seller will receive payment against the stipulated documents and provided the terms and conditions have been satisfied.
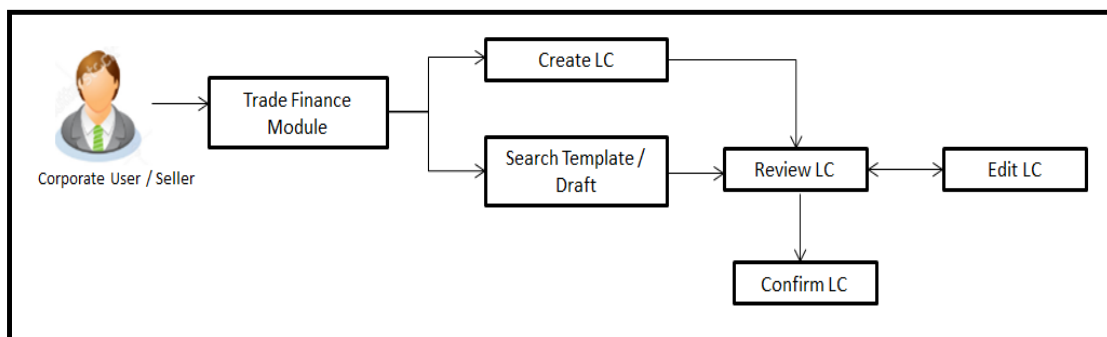
An **import letter of credit** provides the credit worthiness of the importer, with the involvement of financial institutions such as banks.

Pre-Requisites

- User must be having a valid corporate login credentials to get into the system. This will be under a maker – approver system, or as per user's access. User must be having a sanctioned limit/credit available for his perusal.

Workflow

How to reach here:

Trade Finance > Letter of Credit > Initiate LC

User has three options to initiate LC

a. Using existing Templates

b. Using existing Drafts

c. Initiating LC (New Application)

These are explained in detail underneath.

4.6 Search LC template

User can save LC application as a Template so that same can be used for creation of similar kind of LCs, if required in future. User can search the saved LC template using Template Name.

Note: LC Application saved as **Template** can be re used any number of times for LC Initiation.

To search the LC template:

1. In the **Search** field, enter the template name.

2. Click 🔍 . The saved LC template appears based on search criteria.

LC Template - Search Result

Field Description

Field Name	Description
Search Result	
Template Name	The name using which template is stored and can be used to initiate a LC application.
Beneficiary	The beneficiary name against whom LC is to be created.
Product	The corresponding LC product type and as supported by Host.
Created by	The name of the maker who has created the template.
Last Updated	The latest updated date of the template.

Field Name	Description
Access Type	The type of access granted to template, whether it is public or private.

3. Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4.7 Search LC Drafts

User can save LC application as a Draft so that it can be used if required in future. User can search the saved LC draft using Draft Name.

Note: LC Application saved as **Draft** can be used only one time for LC Application initiation.

To search the LC draft:

1. In the **Search** field, enter the draft name.

2. Click 🔍 . The saved LC draft appears based on search criteria.

LC Draft - Search Result

Field Description

Field Name	Description
Search Result	
Draft Name	The name of the LC application saved as draft.
Saved On	The date on which the draft is saved.

3. Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4.8 Initiate a Letter of Credit

Using this option, you can initiate an Import Letter of Credit (LC) in the application. To initiate an LC in the application, you must enter details such as your Customer ID, Product, shipment period, and applicable charges etc. You can also give specific instructions to bank.

4.8.1 Letter of Credit Details tab

Letter of Credit Details tab this tab captures the general details of the LC application process.

To initiate the LC:

1. Click **Initiate LC** on **Letter of Credit Initiation** screen.

Letter of Credit Initiation - Initiate LC

Field Description

Field Name	Description
Party Id	The party IDs of the applicant is selected.
Branch	The bank branch where you want to create the LC contract.
Applicant Details	
Applicant Name	Displays the LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The current date as the date of LC application.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Import LC product under which you want to create the Import Letter of Credit.
Revolving	Indicates whether the LC is revolving or not. The options are: • Yes • No
Revolving Type	The Indicates revolving type. The options are: • Value: LC revolves in value. • Time : LC revolves in time

Field Name	Description
Repeat Frequency	The time duration of revolving frequency The values can be entered in terms of: • Days • Month This field is enabled if the **Time** option is selected in **Revolving Type** list.
Cumulative	Displays whether the frequency is cumulative for the LC. If it is cumulative then unused amount of previous LC would be added and available for the new LCs. The options are: • Yes • No
Auto Reinstatement	This states that reinstatement will happen automatically, if not chosen it has to be done manually if required. The options are: • Yes • No
Transferable	Indicates whether the LC is transferable or not. The options are: • Yes • No
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
LC Amount Details	
LC Amount	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
Tolerance	The level of tolerance on the LC amount to created and would be honored in case of any minor fluctuations in amount.

Field Name	Description
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Date of Expiry	The expiry date of the LC.
	The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.
	The options are:
	• Acceptance
	• Def Payment
	• Mixed Payment
	• Negotiation
	• Payment
Credit Available With	Indicates the details of Bank where credit would become available. It is captured by Bank's Swift code.
Drafts	The drafts are associated with the LC application.
	Displays the draft amount for the LC. The options are:
	• Yes
	• No

Drafts section

This section appears if you clicked **Yes** in the **Drafts** field of the LC application.

Note: Click 🗑 to remove any draft added earlier to the LC application. Click **Add Another Draft** to add new draft.

Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.

Field Name	Description
Credit Days From	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted. The options are: - Invoice Date - B/L Date - Others
Draft Amount	The various drafts amount for the LC application.
Drawee Bank	The drawee bank of the LC.
Template Access Type	Indicates the type of access for the template. The options are: - Public - Private Applicable only in case of "**Save as Template**".

2. From the **Party Id** list, select the appropriate option. The applicant's details appear.

3. Enter the beneficiary details.

4. In the **Name** field in the Beneficiary section, enter the name of the LC beneficiary.

5. In the **Address** field in the Beneficiary section, enter the address of the LC beneficiary.

6. From the **Country** list in the Beneficiary section, select the appropriate option.

7. From the **Branch** list, select the appropriate option.

8. From the **Product** list, select the appropriate option.

9. From the **LC Amount** list, select the appropriate option and in the LC Amount field, enter the amount for which the LC is needed.

10. In the **Date of Expiry** field, select the expiry date of the LC.

11. In the **Place of Expiry** field, enter the place of LC expiry.

12. From the **Tolerance** list, enter the "**under**" and "**above**" values in percentage by which the amount of LC can vary.
In the **Total Exposure** field the LC amount along with tolerance would be displayed automatically.

13. Select the appropriate option from **Transferable** field.

14. From the **Credit Available By** list, select the appropriate option.

15. From **Credit Available With**, use the lookup and select the right swift code.

16. Select the appropriate option from **Revolving** field.

   b. If you select **Yes** it will be creating a revolving LC.

      ii. If you select **Time** in the **Revolving Type** field.

      iii. From the **Repeat Frequency** list, select the appropriate option and enter the value.

      iv. From the **Cumulative** list, select the appropriate option.
         OR

      v. Select **Value** in the **Revolving Type** field.

17. Select the appropriate option from **Drafts** field.

   c. If you select **Yes**.

      vi. In the **Tenure** field, enter the appropriate value.

      vii. From the **Credit Days From** list, select the appropriate option.

      viii. In the **Draft Amount** field, enter the appropriate value.

      ix. In the **Drawee Bank** field, enter the bank name.

      x. Click **Add Another Draft** to add new draft details if required.
         OR
         Click 🗑 to remove already added draft.
         OR
         Click **Continue** to save the details entered and proceeds to next level of details.

18. Click **Continue** or click the **Shipment Details** tab.
The **Shipment** tab appears in the **Letter of Credit Initiation** screen.
 OR
Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
OR
Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
OR
Click **Back** to go back to previous screen.
OR
Click Cancel to cancel the transaction, The Dashboard appears.

19. Click **Letter of Credit Initiation – Shipment Details** tab.

4.8.2   Letter of Credit Initiation - Shipment Details tab

This tab captures the Shipment details of the LC application process.

Letter of Credit Initiation - Shipment Details tab

Field Description

Field Name	Description
Partial Shipment	Indicates whether partial shipments are allowed under the LC. The options are: • Allowed • Not Allowed
Shipment Period	The period of shipment during which the goods are to be loaded on board/dispatched/taken in charge.
Transshipment	Indicates whether transshipments are allowed under the LC. The options are: • Allowed • Not Allowed
Latest Date for Shipment	The latest date for shipment loading goods on board/dispatch/taking in charge. The Latest Date for Shipment should not be later than the LC Expiry Date. It is mandatory to enter either in the **Latest Shipment Date** or **Shipment Period** field.
Shipment From	The place of receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	
Section to add or remove the goods traded under the LC.	
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods traded under the LC.

Field Name	Description
Price Per Unit	The price per unit of the goods traded under the LC.
	Note: Multiple Goods support is configured under system configuration and is a part of Day 1 activity.

1.   From the Partial Shipment list, select the appropriate option.

   a.   If you select the **Allowed** option;

      i.   In the **Shipment Period** field, enter the details of all shipments.

Note: Shipment period field is not dependent on partial shipment allowed flag, user need to enter either latest shipment date or shipment period but not both.

2.   From the **Transshipment** list, select the appropriate option.

3.   In the **Latest Date for Shipment** field, enter the latest shipment date for loading goods on board/dispatch/taking in charge.

4.   In the **Shipment From** field, enter the name of the place where the goods are to be received.

5.   In the **Shipment To** field, enter the name of the place for delivery of goods.

6.   In the **Port of Loading** field, enter the port of dispatch or taking in charge of the goods or loading on board.

7.   In the **Port of Discharge** field, enter the port of discharge of the goods.

8.   In the **Goods** section,

   b.   From the **Goods** list, choose the desire goods being shipped.

   c.   In the **Description of Goods** field, enter the description of the goods traded under the LC.

   d.   In the **Units** field, enter the number of units of the goods traded under the LC.

   e.   In the **Price Per Unit** field, enter the price per unit of the goods traded under the LC.

   f.   Click **Add Goods** to add new good if required.
     OR
     Click 🗑 to remove already added good.
     OR
     Click **Continue** to save the details entered and proceeds to next level of details.
     OR
     Click the **Documents** tab.

9.   The **Documents** tab appears in the **Letter of Credit Initiation** screen.
    OR
    Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
    OR

Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
OR
Click **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

10. Click **Letter of Credit Initiation - Documents** tab.

4.8.3 Letter of Credit Initiation - Documents tab

This tab includes the Inco terms (International Commercial Terms) and required document details along with the clauses list related to the documents. The lists on this tab are populated when you select the appropriate product from the Product list on the **Initiate LC** tab.

Letter of Credit Initiation - Documents tab

Field Description

Field Name	Description
Documents List	
Documents list have the list of documents with checkboxes to choose along with the number of original or copies submitted and clauses they cater too.	
Selected	Displays the documents that you have selected from the list.
	The selected documents are to be a part of the initiated LC.
Document Name	Name of the document to be uploaded for the LC.
Original	The required number of original documents required for the selected document.
	It is provided as **m/n**, where **m** out of available n documents would be submitted to bank.
Copies	The required number of copies required for the selected document.
Incoterm	Indicates the INCO terms for the LC application.
Clause	
View Clause	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
Selected	The clauses that you have selected from the **Clause List**.
	The selected clauses related documents are to be attached to the selected document.
	You must select at least one clause.
Clause	The name of the clause.
Clause Description	The description and number of the selected clause.
Documents to be presented within/beyond _____ days after the date of shipment but within validity of this credit	The number of days after the date of shipment when the documents will be presented to bank.
	Note: On adding these days to the date of application, it should be within validity period.

1. Select the **Document List** checkbox to choose the number of original or copies submitted and clauses.
   In the **Document List** section, select the required document to be a part of the Initiated LC.

2. In the **Original** field, enter the number of originals required for the selected document.

3. In the **Copies** field, enter the number of copies required for the selected document.

4. In the **Clauses** section, list of clauses for each document will be listed and a checkbox is available against various clauses, user can choose amongst various clauses. Select the required clauses for each selected document.

   a. In the **Clause Description** field, modify the description of the clause, if required.

   b. Click **Save as Draft.** The transaction details are saved as a draft to save the changes.
      OR
      Click **Cancel** to discard the changes.

5. In the **Documents to be presented within/beyond _____ days after the date of shipment but within validity of this credit** field, enter the number of days.

6. From the **Incoterm** list, select the appropriate option.

7. Click the **Instructions** tab.
   The **Instructions** tab appears in the **Letter of Credit Initiation** screen.
    OR
   Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
   OR
   Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
   OR
   Click **Back** to go back to previous screen.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

8. Click **Letter of Credit Initiation - Instructions** tab.

4.8.4 Letter of Credit Initiation - Instructions tab

This tab includes the miscellaneous information such as Advising Bank Swift ID, Charges Borne By, and Instructions to the bank (not forming part of LC).

Letter of Credit Initiation - Instructions tab

Field Description

Field Name	Description
Advising Bank Swift ID	The SWIFT ID of the Advising Bank. Click 🔍 if required, to search and select the bank details, available in the application.

Field Name	Description
Charges Borne By	Allow user to choose who is to bear the charges of Remittances and other charges applicable. The options are: • Beneficiary • Applicant
Charges Borne By Beneficiary	User can input details about account etc., and is applicable only if charges borne by is Beneficiary. This would be active only if **Charges borne by** selected are **Beneficiary**.
Charges Account	The user account from which charges are to be deducted. This would be active only if **Charges borne by** selected are **Applicant**.
Instructions to the Bank (not forming part of LC)	Any additional instructions that you want to give to the bank.
Terms and conditions	This displays the terms and conditions applicable by Bank along with details of charges applicable.

1. In the **Advising Bank Swift ID** field, click 🔍 to search and select the bank details, available in the application.

2. From the **Charges Borne By** list, select the appropriate option.

    a. If you select Applicant in **Charges Borne By** list;

        i. From the **Charges Account** list, select the appropriate account from which charges are to be deducted.

3. Click the **Attachments** tab.
   The **Attachments** tab appears in the **Letter of Credit Initiation** screen.
    OR
   Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.
   OR
   Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
   OR
   Click **Back** to go back to previous screen.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4.8.5   Initiate LC - Attachments tab

Displays the list of documents presented to initiate the LC. The lists on this tab are populated when you select the appropriate product from the Product list on the Initiate LC tab.

(i) To Attach Documents

42.   Click **Attach Document** to upload the document.
The **Attach Document** popup window appears.

      a.   From the **Document Category** select the appropriate option.

      b.   From the **Document Type** select the appropriate option.

      c.   In the **Remarks** field add notes for attaching documents.

      d.   Click **Choose File** to browse and select the required document present on your computer.

      e.   Click **Upload** to upload document. The **Attachments** tab appears along with list of attached documents.
OR
Click **Cancel** to cancel the transaction.

Attachments tab - Upload Document

Field Description

Field Name	Description
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded.
Remarks	The notes added, if any for attaching the document.
Choose File to attach	Browse the file to be attached.
	Note: File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

(ii) View Attached Documents

43. Click the **Attachments** tab to view the attached documents.
    The **Attachments** tab appears along with list of attached documents.
    OR
    Click **Back** to go back to previous screen.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

Note: Click 🗑 to remove the attached document.

Initiate LC – Attachments tab

Field Description

Field Name	Description
SR No	The serial number of the attached document records.
Document ID	Displays the unique identification number for the attached document. Displays the link to download the attach document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
Remove	Allow user to remove the attached document.

44. Click the required link in the **Document ID** column to download the attached document.
OR
Click **Back** to go back to previous screen.

OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

45. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

46. Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Review** screen appears.
OR
Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
OR
Click **Back** to go back to previous screen.
OR
Click Cancel to cancel the transaction, The Dashboard appears.

47. The review screen appears. It displays all the 4 sections with their respective fields namely **Letter of Credit details, Shipment Details, Documents, Instructions, and Attachments** with an option to edit them individually.
Verify the details, and click **Confirm**.
OR
Click **Edit All** to modify all the fields for creation of LC.
OR
Click **Cancel** to discard the changes.

48. The success message initiation of LC creation appears along with the reference number.
Click **OK** to complete the transaction.

4.9 Save As Template

User can save LC application as a Template so that it can be used for creation of similar LCs, if required in future. The application allows the template access as public or private if saved as template.

User can search the saved LC template by template name in search tab. The LC applications earlier saved as template can also be saved as draft while initiating a LC.

Note: User cannot save application with attached document as Template.

To save LC application as template:

1. Enter the required details in LC application.

2. Click **Save As** and then select **Template** option.

Save as Template

Field Description

Field Name	Description
Template Type	Indicates the type of access for the template. The options are: • Public: A template marked as 'Public are visible to all the users mapped to the Party ID of the user who created the template. All such users will only be able to view and use whereas they will not be able to edit or delete template. Only the creator of the template is allowed to edit or delete the template. • Private: A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use it while initiating LC and modify or delete such template.
Template Name	Name of the template.

3. From the **Template Type** list, select the appropriate option.

4. In the **Template Name** field, enter the desired name for the template.

5. Click **Save** to save the template.
   The transaction details are saved as a template which can be access from the **Template** tab.
   OR
   Click **Cancel** to cancel the transaction.

4.10 Save As Draft

User can save LC application as a Draft so that it can be used if required in future. It can be re used only one time for LC Application initiation. User can search the saved LC draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The LC applications, which were saved as draft can also be saved as template after adding all other necessary fields.

Note: User cannot save application with attached document as Draft.

To save LC application as draft:

1. Enter the required details in LC application.

2. Click **Save As** and then select **Draft** option.

Save as Draft

Field Description

Field Name	Description
Draft Name	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.

4. Click **Save** to save the draft.
   The transaction details are saved as a draft which can be accessed from the **Draft** tab.
   OR
   Click **Cancel** to cancel the transaction.

FAQs

6. **Can I create a Letter of Credit without providing Advising Bank Details?**

   Yes, you can, but you will need to give the same later.

7. **Can I create Revocable LCs?**

No, under this module only irrevocable LC creation is possible.

8.   What if I do not want to have any tolerance?

Please put 0 in the fields under % and above %. By default application will take 10% tolerance, if no value has been provided which is in accordance to Swift guidelines.

9.   **When should I create a draft and when should I create a Template?**

When you want to use the LC created again and again, save it as template. While if you are leaving your create LC application to be filled at a later stage or usage on a later date, you can save it as draft.

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5.   View Import LC under Oracle FLEXCUBE Core Banking

Using this option, you can view the details of existing import Letters of Credit (LC) in the application. You can search the required LC using different search criteria and download the LC list in different file formats.

The LC details include LC amount, outstanding, date of issue, date of expiry, parties to the LC, bank details, payment terms, and shipment/goods/documents details. You can also view the Bills presented under the LC.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

- At least a single import LC should exist for the party ID and party must having view rights for it

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Import LC

To view import LC:

1.   The **View Import LC** screen appears.

Search Import LC

Field Description

Field Name	Description
Applicant Name	The name of applying party.
Beneficiary Name	The name of beneficiary party.
LC Status	The status of LC currently.
	The options are:
	• Hold
	• Active
	• Cancelled
	• Closed
	• Reversed
LC Amount From	The start value of the amount range used for searching the LC.
LC Amount To	The end value of the amount range used for searching the LC.
LC Number	The LC reference number generated while creating LC.

Field Name	Description
LC Drawing Status	The LC amount drawing status. The options are: • All • Partially Drawn • Fully Drawn • Undrawn
Issue Date From	The start date of the issue date range used for searching the LC.
Issue Date To	The end date of the issue date range used for searching the LC.
Latest Shipment Date From	The start date of the latest shipment date range used for searching the LC.
Latest Shipment Date To	The end date of the latest shipment date range used for searching the LC.
Expiry Status	To select whether LC being searched is expired or not. The options are: • Expired • Non Expired
Expiry Date From	The start date of the expiry date range used for searching the LC.
Expiry Date To	The end date of the expiry date range used for searching the LC.

2. From the **Applicant Name** list, select the appropriate option.

3. Enter the required search parameters, and then click **Search**.
    The searched results are shown based on the parameters provided.
    OR
    Click **Reset** to reset the search criteria.
    OR
    Click Cancel to cancel the transaction, The Dashboard appears.

4. Click ⬇ Download to download all or selected columns in the Import LC details list. You can download the list in PDF formats.

View Import LC – Search Result

Field Description

Field Name	Description
LC Number	This is the LC number of the LC application
Beneficiary Name	The name of the LC beneficiary.
Issue Date	The issue date of the import LC.
Date of Expiry	The date when the LC expires and holds no more valid.
LC Amount	The amount for which LC is created.
Outstanding LC Amount	The remaining amount to be given to the beneficiary.
LC Number	The LC number. Displays the link to details of the import LC.

Field Name	Description
LC Status	The import LC status i.e. whether is active/closed etc.
Availments	These shows the sum total of amount availed against LC by the beneficiary. Click on the link to open the list of availments done. Displays the Availment No/Date/ Description /Amount details.

5. Click on the availment link of the Availments column to view the records of availments under a selected LC.

5.1 Availments

View Import LC – Availments

Field Description

Field Name	Description
Availment Number	The availment record serial number.
Date	The date of availment.

Field Name	Description
Description	The description of availment under an LC.
Amount	The amount availed against the LC.

6. Click the required link in the **LC Number** column.
   The **View Import LC** screen appears with the details of the selected import LC. By default, the **General** tab appears.

5.2 General

1. Click **General** tab.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – General tab

Field Description

Field Name	Description
Party ID	The ID of LC applying party.
Branch	The bank branch where you created the LC contract.
Applicant Details	
Applicant Name	Displays the LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The LC issue date.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Import LC product name under which the LC is created.
Revolving Details	
This section appears only for the revolving LC.	
Revolving	Indicates whether the LC is revolving not. The options are: • Yes • No
Revolves in Time	Indicates that the LC revolves in time.
Revolves in Value	Indicates that the LC revolves in value.

Field Name	Description
Repeat Frequency	This is the revolving frequency duration of LC. The options are: • Days • Month
Auto Reinstatement	Under a revolving LC, the amount is reinstated or renewed without any specific amendments to the LC. The credit becomes available for use again automatically.
Cumulative	Displays whether the frequency is cumulative for the LC. The options are: • Yes • No
Transferable	Displays the form of the LC, either transferable/ non-transferable.
Date of Expiry	Displays the expiry date of the LC.
Place of Expiry	Displays the place of LC expiry.
LC Amount Details	
LC Amount	Displays the amount and currency of the LC.
Tolerance	
Under	Displays the lower limit of the tolerance.
Above	Displays the upper limit of the tolerance.
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.

Field Name	Description
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment
Credit Available With	Indicates the bank where credit is currently available with.
Branch	The bank branch where you created the LC contract.
Branch Address	The bank branch address where you created the LC contract.
Country	The bank branch country of the LC beneficiary.
Drafts section **The number of drafts available.**	
Tenor (In Days)	The number of days of its validity.
Credit Days From	Displays the date from which the Draft tenure shall be counted.
Draft Amount	The amount which is seeked by beneficiary on representation of draft.
Drawee Bank	The name of drawee bank, which would represent draft for claiming money against LC.

Note: Repeat frequency and cumulative will come only in case of revolving LC.

5.3 Shipment

1. Click **Shipment** tab.
   The **Shipment** tab appears in the **View Import LC** screen.
   OR
   Click **Back**.
   The **View Import LC** screen appears.

OR
Click **Cancel** to cancel the transaction The **Dashboard** appears.

View Import LC – Shipment tab

Field Description

Field Name	Description
Partial Shipment	Displays whether partial shipments is allowed or not.
Transshipment	Displays whether transshipment is allowed or not.
Latest Date For Shipment	Displays the latest date for loading on board/ dispatch/ taking in charge.
Shipment Period	Displays the period of time during which the goods are to be loaded on board/dispatched/taken in charge.
Shipment From	Displays the place of receipt from where shipment will be done.
Shipment To	Displays the place of delivery of shipment.
Port of Loading	Displays the place of dispatch or taking in charge of the goods or loading on board.

Field Name	Description
Port of Discharge	Displays the port of unloading of goods.
Goods	Displays the list of Goods sent by shipment.
Description of Goods	Displays the description of goods.

5.4 Documents

1. Click **Documents** tab.
   The **Documents** tab appears in the **View Import LC** screen.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – Documents tab

Field Description

Field Name	Description
Documents	

Field Name	Description
Document Required	Displays the lists all the documents required to be represented and the document type mentioning the number of copies uploaded for the LC.
Clause Description	Displays the default description of clauses, however user can modify the same.
Original	Displays the number "n" out of "m" original documents will be provided to bank.
Copies	Displays the number of copies that will be submitted as a set of documents for LC.
Presentation Period	It is number of days during which documents need to be presented after shipment.
Incoterm	Displays the list of all incoterms selected while creating LC.

5.5 Instructions

1. Click **Instructions** tab.
   The **Instructions** tab appears in the **View Import LC** screen.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – Instructions tab

Field Description

Field Name	Description
Advising Bank Swift ID	Displays the SWIFT ID and address of the Advising Bank.
Charges Borne By	Displays who is bearing charges for LC, related changes and swifts.
Remarks	Displays any detail given by user while creating LC (viz. account number to be charged from etc.)

2. Click **Amendments** tab. The amendments detail appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

5.6 Amendments

5.6.1 Initiate Amendment

Using this option, you can apply for amendment of an existing Letter of Credit (LC) in the application.

To initiate LC amendment:

1.   In **View Import LC** screen, select **Amendments** tab.

Amendment Tab

2.   Click **Initiate Amendment**. The **Import LC Amendment** screen appears.

Initiate Amendment- Import LC Amendment

3. Update the LC details in editable field.

4. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

5. Click **Amend** to initiate the LC amendment.
OR
Click **Back**.
The **View Import LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.
   Verify the details, and click **Confirm**.
   OR
   Click **Edit All** to modify all the fields for Amendment Initiation.
   OR
   Click **Back** to go to previous screen.
   OR
   Click Cancel to cancel the transaction, The Dashboard appears.

7. The success message initiation of LC amendment appears along with the reference number.

8. Click **Go To Dashboard** to go to dashboard.

5.6.2 View Amendment

This tab displays the amendments done to the LC such as shipment Date, LC value etc.

Amendments

Field Description

Field Name	Description
Amendment Number	Displays the amendment number of the LC.
	Displays the link to view the details of the LC amendment.
Issue Date	Displays the issue date of the LC.
Expiry Date	Displays the new expiry date of the LC.

Field Name	Description
LC Amount	Displays the new LC amount.

1. Click the required link in the **Amendment Number** column. The **Import LC Amendment** screen with detailed Issued Amendments appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Amendments Details

5.7 Bills

This tab displays the list of bills raised by the beneficiary.

1. Click **Bill** tab. The summary of all the Inward Bills appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Bills

Field Description

Field Name	Description
Inward Bill Number	Displays the inward bill number.
	Click on **Inward Bill Number** link to view the bill details.
Date Received	Displays the date on which the bill is received.
Bill Currency and Amount	Displays the bill amount with currency for the LC.

2. Click on **Inward Bill Number** to view the bill details. The **View Import Bill- General Bill** details linked to the LC number screen appears. **Refer** View Import Bill.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

5.8 Charges

This tab lists charges against LC such as LC making, Swift or amendment charges.

1. Click **Charges** tab to view the charges against LC.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Charges
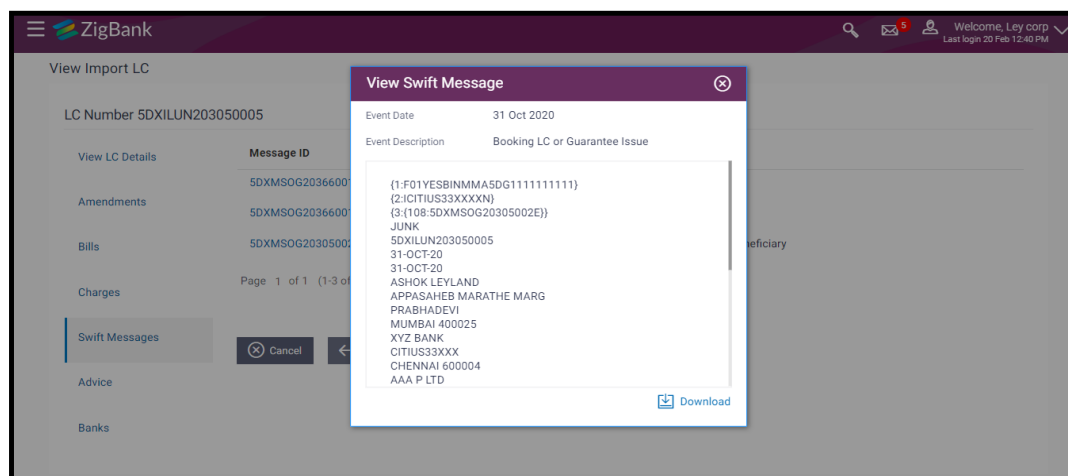

Field Description

Field Name	Description
Commission	Displays the all commissions charged by bank.
Percentage	Displays the percentage of LC charged as commission.
Amount	Displays the amount of commission.
Charges	Displays the LC charges for amendment.
Account	Displays the account number for LC Swift charges/ LC courier charges/other bank charges.
Amount	Displays the total charges applicable.

Field Name	Description
Other Bank Charges	Displays the other bank charges.
Account	Displays the account number for other bank charges.
Total	Displays the total charges overall applicable (sum of LC courier, LC swift and other bank charges).

5.9 Swift Messages

This tab lists and displays list of all swift messages between both the parties. It allows the user to download the SWIFT messages generated for the selected Import LC.

1. Click **Swift Messages** tab. The summary of all the all swift messages between both the parties appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Swift Messages

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
The Swift detail appears in popup window along with the event date and description.

5.9.2 Swift Messages Details

Field Description

Field Name	Description
Event	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

b. Click ✖ to close the window.

5.10 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Import LC.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Advices

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

3. From the **Advice** list, select the appropriate option.

4. Click **OK**. The advice detail appears in popup window along with the event date and description.

5. Click ⬇ Download to download the advice in selected format like PDF formats, if required.

6. Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

5.10.2 Advices Details
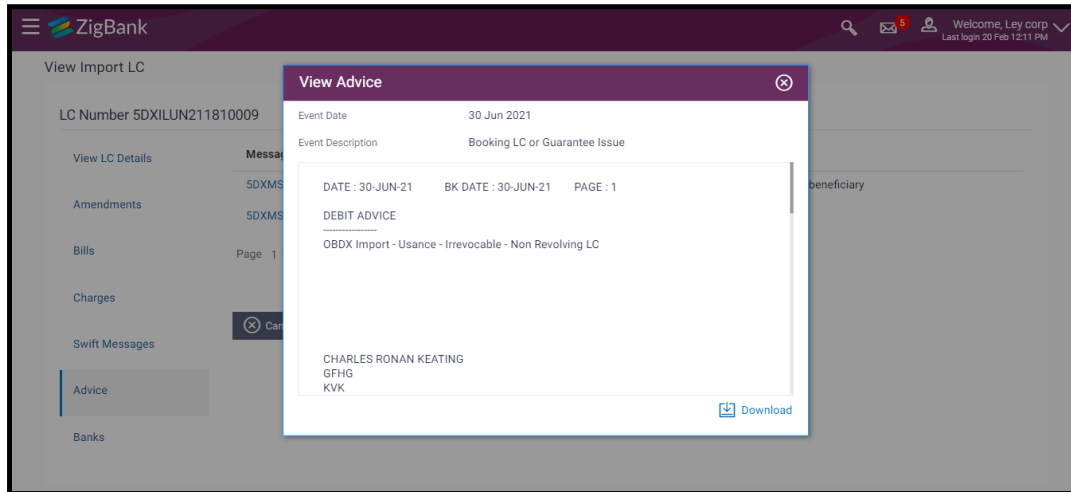
Field Description

Field Name	Description
Event	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a. Click ⬇ Download to download the advice in selected format like PDF formats, if required.

b. Click ✖ to close the window.

5.11 Banks

This tab denotes the banks which are involved for other than issuing purpose like reimbursing, confirming, advising etc.

1. Click **Bank** tab. The summary of all the banks which are involved transactions other than issuing purpose.
   OR
   Click **Back**.

The **View Import LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – Banks tab

Field Description

Field Name	Description
Reimbursing Bank	
SWIFT	Displays the SWIFT Id of the Reimbursing Bank.
Name	Displays the name of the Reimbursing Bank.
Address	Displays the address of the Reimbursing Bank.
Country	Displays the country of the Reimbursing Bank.
Confirming Bank	
SWIFT	Displays the SWIFT Id of the Confirming Bank.
Name	Displays the name of the Confirming Bank.
Address	Displays the address of the Confirming Bank.

Field Name	Description
Country	Displays the country of the Confirming Bank.

2. Click **Cancel** to cancel the transaction. Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

FAQs

1. **Why are bills showing attached to the LC?**

   These are those bills which are linked to your Import LC and here you have the facility to view all such bills.

2. **Where can I see details of Bills and Guarantees linked to my LC?**

   You can click on the reference number of Bills or Guarantees and get the detailed view.

[Home](#)

6.   View Import LC under Oracle FLEXCUBE Universal Banking

Using this option, you can view the details of existing import Letters of Credit (LC) in the application. You can search the required LC using different search criteria and download the LC list in different file formats.

The LC details include LC amount, outstanding, date of issue, date of expiry, parties to the LC, bank details, payment terms, and shipment/goods/documents details. You can also view the Bills presented under the LC and Guarantees issued against LC.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

- At least a single import LC should exist for the party ID and party must having view rights for it

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Import LC

To view import LC:

1.   The **View Import LC** screen appears.

Search Import LC

Field Description

Field Name	Description
Applicant Name	The name of applying party.
Beneficiary Name	The name of beneficiary party.
LC Status	The status of LC currently. The options are: • Hold • Active • Cancelled • Closed • Reversed
LC Amount From	The start value of the amount range used for searching the LC.
LC Amount To	The end value of the amount range used for searching the LC.

Field Name	Description
LC Number	The LC reference number generated while creating LC.
LC Status	The LC status. The options are: • Active • Cancelled • Closed • Reversed
LC Drawing Status	The LC amount drawing status. The options are: • All • Partially Drawn • Fully Drawn • Undrawn
Issue Date From	The start date of the issue date range used for searching the LC.
Issue Date To	The end date of the issue date range used for searching the LC.
Latest Shipment Date From	The start date of the latest shipment date range used for searching the LC.
Latest Shipment Date To	The end date of the latest shipment date range used for searching the LC.
Expiry Status	To select whether LC being searched is expired or not. The options are: • Expired • Non Expired
Expiry Date From	The start date of the expiry date range used for searching the LC.
Expiry Date To	The end date of the expiry date range used for searching the LC.

2. From the **Applicant Name** list, select the appropriate option.

3. Enter the required search parameters, and then click **Search**.
   The searched results are shown based on the parameters provided.

OR
Click **Reset** to reset the search criteria.
OR
Click Cancel to cancel the transaction, The Dashboard appears.

4. Click ⬇ Download to download all or selected columns in the Import LC details list. You can download the list in PDF formats.

View Import LC – Search Result

Field Description

Field Name	Description
LC Number	This is the LC number of the LC application
Beneficiary Name	The name of the LC beneficiary.
Issue Date	The issue date of the import LC.
Date of Expiry	The date when the LC expires and holds no more valid.
LC Amount	The amount for which LC is created.

Field Name	Description
Outstanding LC Amount	The remaining amount to be given to the beneficiary.
LC Number	The LC number. Displays the link to details of the import LC.
LC Status	The import LC status i.e. whether is active/closed etc.
Availments	These shows the sum total of amount availed against LC by the beneficiary. Click on the link to open the list of availments done. Displays the Availment No/Date/ Description /Amount details.

5. Click on the availment link of the Availments column to view the records of availments under a selected LC.

6.1 Availments

View Import LC – Availments

Field Description

Field Name	Description
Availment Number	The availment record serial number.
Date	The date of availment.
Description	The description of availment under an LC.
Amount	The amount availed against the LC.

1. Click the required link in the **LC Number** column.
   The **View Import LC** screen appears with the details of the selected import LC. By default, the **General** tab appears.

6.2 General

1. Click **General** tab.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – General tab

Field Description

Field Name	Description
Party ID	The ID of LC applying party.
Branch	The bank branch where you created the LC contract.
Applicant Details	

Field Name	Description
Applicant Name	Displays the LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The LC issue date.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Import LC product name under which the LC is created.
Revolving Details This section appears only for the revolving LC.	
Revolving	Indicates whether the LC is revolving not. The options are: - Yes - No
Revolves in Time	Indicates that the LC revolves in time.
Revolves in Value	Indicates that the LC revolves in value.
Repeat Frequency	This is the revolving frequency duration of LC. The options are: - Days - Month
Auto Reinstatement	Under a revolving LC, the amount is reinstated or renewed without any specific amendments to the LC. The credit becomes available for use again automatically.

Field Name	Description
Cumulative	Displays whether the frequency is cumulative for the LC. The options are: • Yes • No
Transferable	Displays the form of the LC, either transferable/ non-transferable.
Date of Expiry	Displays the expiry date of the LC.
Place of Expiry	Displays the place of LC expiry.
LC Amount Details	
LC Amount	Displays the amount and currency of the LC.
Tolerance	
Under	Displays the lower limit of the tolerance.
Above	Displays the upper limit of the tolerance.
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment
Credit Available With	Indicates the bank where credit is currently available with.
Branch	The bank branch where you created the LC contract.
Branch Address	The bank branch address where you created the LC contract.

Field Name	Description
Country	The bank branch country of the LC beneficiary.
Drafts section	
The number of drafts available.	
Tenor (In Days)	The number of days of its validity.
Credit Days From	Displays the date from which the Draft tenure shall be counted.
Draft Amount	The amount which is seeked by beneficiary on representation of draft.
Drawee Bank	The name of drawee bank, which would represent draft for claiming money against LC.

Note: Repeat frequency and cumulative will come only in case of revolving LC.

6.3 Shipment

1. Click **Shipment** tab.
   The **Shipment** tab appears in the **View Import LC** screen.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction The **Dashboard** appears.

View Import LC – Shipment tab

Field Description

Field Name	Description
Partial Shipment	Displays whether partial shipments is allowed or not.
Transshipment	Displays whether transshipment is allowed or not.
Latest Shipment Date	Displays the latest date for loading on board/ dispatch/ taking in charge.
Shipment From	Displays the place of receipt from where shipment will be done.
Shipment To	Displays the place of delivery of shipment.
Port of Loading	Displays the place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	Displays the port of unloading of goods.

Field Name	Description
Shipment Period	Displays the period of time during which the goods are to be loaded on board/dispatched/taken in charge.
Goods	Displays the list of Goods possible for shipment.

Goods

Section displays details of the goods traded under the LC.

Field Name	Description
Goods	Displays the list of Goods sent by shipment.
Description of Goods	Displays the description of goods.
Units	Displays the number of units of the goods traded under the LC.
Price Per Unit	Displays the price per unit of the goods traded under the LC.
	Note: Multiple Goods support is configured under system configuration and is a part of Day 1 activity.

6.4 Documents

1. Click **Documents** tab.
    The **Documents** tab appears in the **View Import LC** screen.
    OR
    Click **Back**.
    The **View Import LC** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – Documents tab

Field Description

Field Name	Description
Documents	
Document Required	Displays the lists all the documents required to be represented and the document type mentioning the number of copies uploaded for the LC.
Clause Description	Displays the default description of clauses, however user can modify the same.
Original	Displays the number "n" out of "m" original documents will be provided to bank.
Copies	Displays the number of copies that will be submitted as a set of documents for LC.

Field Name	Description
Presentation Period	It is number of days during which documents need to be presented after shipment.
Incoterm	Displays the list of all incoterms selected while creating LC.

6.5 Instructions

1.   Click **Instructions** tab.
The **Instructions** tab appears in the **View Import LC** screen.
OR
Click **Back**.
The **View Import LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – Instructions tab

Field Description

Field Name	Description
Advising Bank Swift ID	Displays the SWIFT ID and address of the Advising Bank.
Charges Borne By	Displays who is bearing charges for LC, related changes and swifts.
Remarks	Displays any detail given by user while creating LC (viz. account number to be charged from etc.)

2. Click **Amendments** tab. The amendments detail appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6.6 Amendments

6.6.1 Initiate Amendment

Using this option, you can apply for amendment of an existing Letter of Credit (LC) in the application. You can also attach the scanned copies of the supporting documents for the amendment; file size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

To initiate LC amendment:

1. In **View Import LC** screen, select **Amendments** tab.

Amendment Tab

2.   Click **Initiate Amendment**. The **Import LC Amendment** screen appears.

Initiate Amendment- Import LC Amendment

3. Update the LC details in editable field.

4. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

5. Click **Amend** to initiate the LC amendment.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.
   Verify the details, and click **Confirm**.
   OR
   Click **Edit All** to modify all the fields for Amendment Initiation.
   OR
   Click **Back** to go to previous screen.
   OR
   Click Cancel to cancel the transaction, The Dashboard appears.

7. The success message initiation of LC amendment appears along with the reference number.

6.6.2 **Click** Go To Dashboard **to go to dashboard.**

6.6.3 **View Amendment**

This tab displays the amendments done to the LC such as shipment Date, LC value etc.

Amendments

Field Description

Field Name	Description
Amendment Number	Displays the amendment number of the LC.
	Displays the link to view the details of the LC amendment.

Field Name	Description
Issue Date	Displays the issue date of the LC.
Expiry Date	Displays the new expiry date of the LC.
LC Amount	Displays the new LC amount.

1. Click the required link in the **Amendment Number** column. The **Import LC Amendment** screen with detailed Issued Amendments appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Amendments Details

6.7 Bills

This tab displays the list of bills raised by the beneficiary.

1. Click **Bill** tab. The summary of all the Inward Bills appears.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Bills

Field Description

Field Name	Description
Inward Bill Number	Displays the inward bill number. Click on **Inward Bill Number** link to view the bill details.
Date Received	Displays the date on which the bill is received.
Bill Currency and Amount	Displays the bill amount with currency for the LC.

2. **Click on Inward Bill Number to view the bill details. The View Import Bill- General Bill** details linked to the LC number screen appears. **Refer** View Import Bill.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6.8 Attached Documents

This tab displays the list of all documents uploaded by user. It allows the user to download the attachments done under the selected import LC. It also has a provision to attach a new document to the import LC.

1. Click **Attached Documents** tab to view the attached documents.
OR
Click **Back**.
The **View Import LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6.8.2 Attach Documents

1. Click **Attach Documents** to upload the document.
The **Attach Document** popup window appears.

View Import LC – Attach Document popup

Field Description

Field Name	Description
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded.
Remarks	The notes added, if any for attaching the document.
Choose File to attach	Browse the file to be attached.
	Note: File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

2. From the **Document Category** select the appropriate option.

3. From the **Document Type** select the appropriate option.

4. In the **Remarks** field add notes for attaching documents.

5. Click **Choose File** to browse and select the required document present on your computer.

6. Click **Upload** to upload document. The **Attach Documents** tab appears along with list of attached documents.
   OR
   Click **Cancel** to cancel the transaction.

7. Click **Submit** to attach supporting documents.
   OR
   Click **Back** to go back to previous screen.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

6.8.3 View Attached Documents

View Import LC – Attach Documents tab

Field Description

Field Name	Description
Sr No	The serial number of the attached document records.
Document ID	Displays the unique identification number for the attached document. Displays the link to download the attach document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.

1. Click the required link in the **Document ID** column to download the attached document.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6.9 Guarantee

This tab displays the details of shipping guarantees attached to the Import LC.

1. Click **Guarantee** tab to view the guarantee under LC.
    OR
    Click **Back**.
    The **View Import LC** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Guarantee

Field Description

Field Name	Description
Guarantee Reference Number	Displays the reference number of shipping guarantees linked to LC.
Date of Guarantee	Displays the date when guarantee was created.
Amount	Displays the amount and currency of the guarantee.
B/L (AWB) Number	Displays the Bill of Lading / Air Way Bill Reference number.

2. Click the required link in the **Guarantee Reference Number** column. The view guarantee page appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6.10 Charges

This tab lists charges against LC such as LC making, Swift or amendment charges.

1. Click **Charges** tab to view the charges against LC.
OR
Click **Back**.
The **View Import LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Charges

Field Description

Field Name	Description
Commission	Displays the all commissions charged by bank.
Percentage	Displays the percentage of LC charged as commission.
Amount	Displays the amount of commission.
Charges	Displays the LC charges for amendment.
Account	Displays the account number for LC Swift charges/ LC courier charges/other bank charges.
Amount	Displays the total charges applicable.
Other Bank Charges	Displays the other bank charges.
Account	Displays the account number for other bank charges.
Total	Displays the total charges overall applicable (sum of LC courier, LC swift and other bank charges).

6.11 Swift Messages

This tab lists and displays list of all swift messages between both the parties. It allows the user to download the SWIFT messages generated for the selected Import LC.

1. Click **Swift Messages** tab. The summary of all the all swift messages between both the parties appears.
    OR
    Click **Back**.
    The **View Import LC** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Swift Messages

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
The Swift detail appears in popup window along with the event date and description.

6.11.2 Swift Messages Details
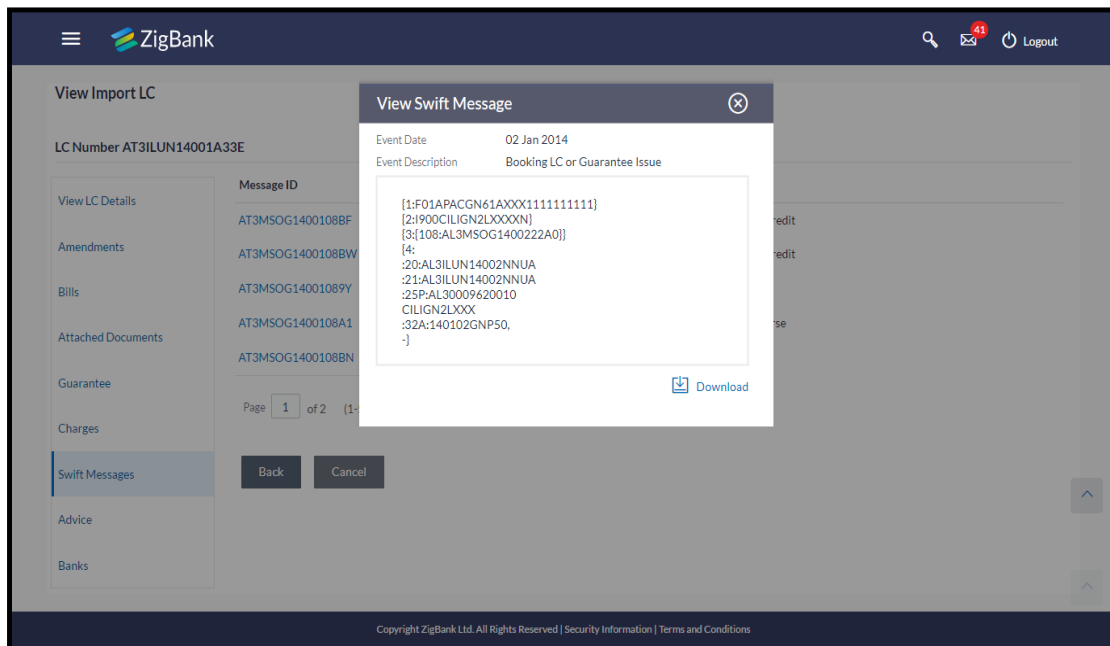
Field Description

Field Name	Description
Event	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

b. Click ✖ to close the window.

6.12 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Import LC.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC - Advices

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

3. From the **Advice** list, select the appropriate option.

4. Click **OK**. The advice detail appears in popup window along with the event date and description.

5. Click to download the advice in selected format like PDF formats, if required.

6. Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6.12.1 Advices Details
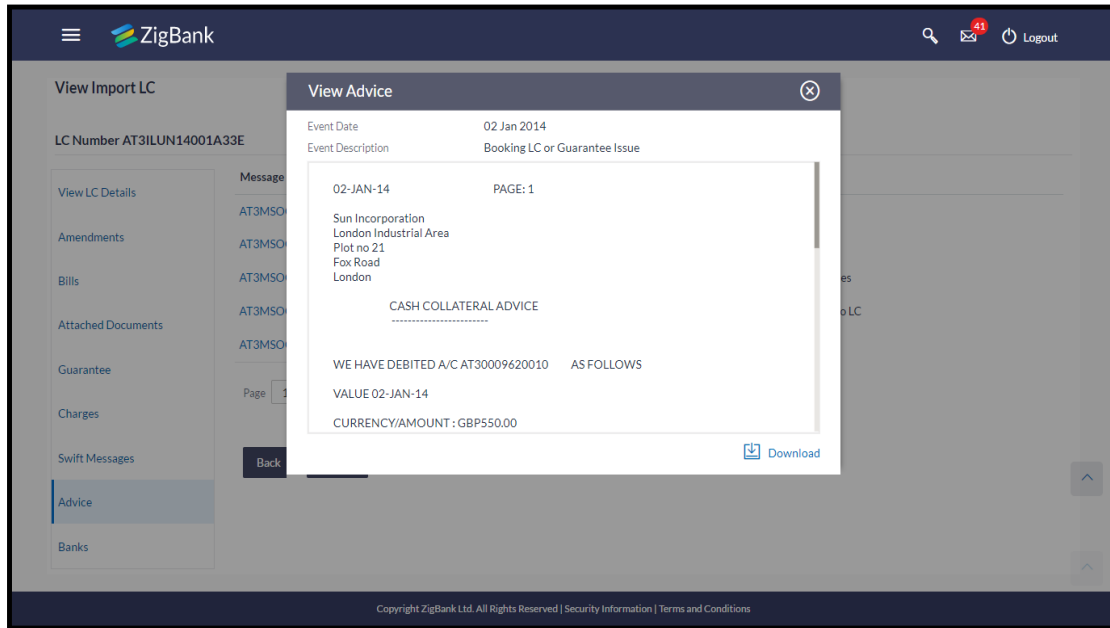
Field Description

Field Name	Description
Event	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a. Click to download the advice in selected format like PDF formats, if required.

b. Click to close the window.

6.13 Banks

This tab denotes the banks which are involved for other than issuing purpose like reimbursing, confirming, advising etc.

1. Click **Bank** tab. The summary of all the banks which are involved transactions other than issuing purpose.
   OR
   Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Import LC – Banks tab

Field Description

Field Name	Description
Reimbursing Bank	
SWIFT	Displays the SWIFT Id of the Reimbursing Bank.
Name	Displays the name of the Reimbursing Bank.
Address	Displays the address of the Reimbursing Bank.
Country	Displays the country of the Reimbursing Bank.

Field Name	Description
Confirming Bank	
SWIFT	Displays the SWIFT Id of the Confirming Bank.
Name	Displays the name of the Confirming Bank.
Address	Displays the address of the Confirming Bank.
Country	Displays the country of the Confirming Bank.

2. Click **Cancel** to cancel the transaction. Click **Back**.
   The **View Import LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

FAQs

1. **Why are bills showing attached to the LC?**

   These are those bills which are linked to your Import LC and here you have the facility
   to view all such bills.

2. **Where can I see details of Bills and Guarantees linked to my LC?**

   You can click on the reference number of Bills or Guarantees and get the detailed view.

Home

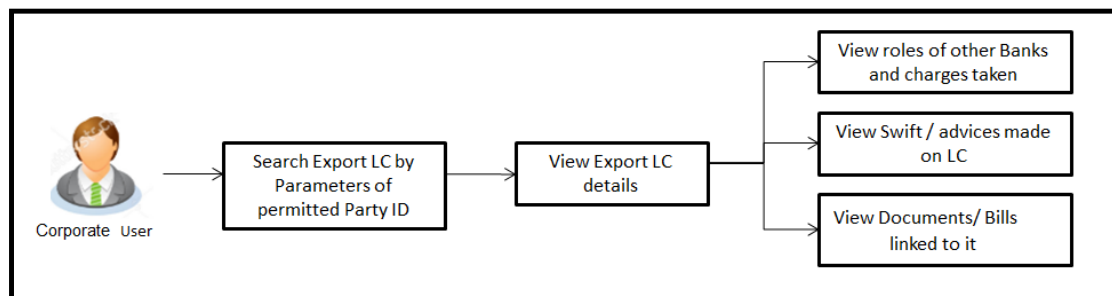# 7.   View Export LC under Oracle FLEXCUBE Core Banking

Using this option, you can view the details of existing export Letters of Credit (LC) in the application. You can search the required LC using different search criteria and download the LC list in pdf.

The LC details include LC amount, outstanding amount, date of issue, date of expiry, parties to the LC, bank details, payment terms, and shipment/goods/documents details. You can also view the Amendment details and the Bills presented under the LC. You can also download the export LC list in pdf formats.

Pre-Requisites

- User must have a valid login credentials

- User must have certain export LCs received by his bank under his party ID

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Export LC

To view Export LC:

1.   The **View Export LC** screen appears.

View Export LC

Field Description

Field Name	Description
Beneficiary Name	The name of beneficiary party.
Applicant Name	The name of applying party.
LC Status	The status of LC currently. The options are: • Hold • Active • Cancelled • Closed • Reversed
LC Amount From	The start of the amount range used for searching the LC.
LC Amount To	The end of the amount range used for searching the LC.
LC Number	The LC number.

Field Name	Description
LC Drawing Status	The LC drawing status. The options are: • Partial • Full • Undrawn • Expired
Issue Date From	The start date of the issue date range used for searching the LC.
Issue Date To	The end date of the issue date range used for searching the LC.
Latest Shipment Date From	The start date of the latest shipment date range used for searching the LC.
Latest Shipment Date To	The end date of the latest shipment date range used for searching the LC.
Expiry Status	Select whether LC being searched is expired or not. The options are: • Expired • Non Expired
Expiry Date From	The start date of the expiry date range used for searching the LC.
Expiry Date To	The end date of the expiry date range used for searching the LC.

2. From the **Beneficiary Name** list, select the appropriate option.

3. Click **Search**.
The **View Export LC screen** appears with the search results.
OR
Click **Clear** to reset the search criteria.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4. Click ⬇ Download to download all or selected columns in the export LC details list. You can download the list in PDF formats.

View Export LC – Search Result

Field Description

Field Name	Description
LC Number	The LC number.
	Displays the link to details of the export LC.
Applicant Name	The name of the LC beneficiary.
Issue Date	The issue date of the export LC.
Date of Expiry	The export LC expiry date.
LC Status	The export LC status.
LC Amount	The export LC amount.

Field Name	Description
Outstanding LC Amount	The export LC outstanding amount.
Avallments	The availments under a selected LC.

5. Click on the desired availment of the **Availments** column to view the records of availments under a selected LC.

7.1 Availments

View Export LC – Availments

Field Description

Field Name	Description
Availment Number	The availment record version number.
Date	The date of availment.
Description	The description of availment under an LC.
Amount	The amount availed against the LC.

1. Click the required link in the **LC Number** column.
   The **View Export LC** screen appears with the details of the selected LC.
   By default, the **General** tab appears.

2. Click **General** tab.

7.2 General

View Export LC – General tab

Field Description

Field Name	Description
Party ID	The ID of LC receiving party or beneficiary.
Branch	The bank branch where you created the LC contract.

Field Name	Description
Applicant Details	
Applicant Name	The name of LC applicant.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The date of LC application.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The export LC product under which the LC is created.
Revolving Details This section appears only for the revolving LC.	
Revolving	Indicates whether the LC is revolving not. The options are: • Yes • No
Revolves in Time	Indicates that the LC revolves in time.
Revolves in Value	Indicates that the LC revolves in value.
Repeat Frequency	The number of times after the days/months the LC would repeat. It is time revolving frequency. The values will be in terms of: • Days • Month

Field Name	Description
Cumulative	Displays whether the frequency is cumulative for the LC. The unused amount would be used in the new LC in case of cumulative LC. The options are: • Yes • No
Auto-reinstatement	Displays whether the LC will get auto reinstated or has it to be done manually.
Transferable	Displays the form of the LC, either transferable/ non-transferable.
Date of Expiry	Displays the expiry date of the LC.
Place of Expiry	Displays the place of LC expiry.
LC Amount Details	
LC Amount	Displays the amount and currency of the LC.
Tolerance	Displays the tolerance of the LC, if tolerance is allowed.
Under	Displays the lower limit of the tolerance.
Above	Displays the upper limit of the tolerance.
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment

Field Name	Description
Credit Available With	Indicates the bank where credit is currently available with.
Branch	The bank branch where you created the LC contract.
Branch Address	The bank branch address where you created the LC contract.
Country	The bank branch country of the LC beneficiary.
Drafts section **The number of drafts available.**	
Tenor (In Days)	The number of days of its validity.
Credit Days From	Displays the date from which the Draft tenure shall be counted.
Draft Amount	The amount which is seeked by beneficiary on representation of draft.
Drawee Bank	The name of drawee bank, which would represent draft for claiming money against LC.

7.3 Shipment

1. Click **Shipment** tab.
    The **Shipment** tab appears in the **View Export LC** screen.
    OR
    Click **Back**.
    The **View Export LC** screen appears.
    OR
    Click Cancel to cancel the transaction, The Dashboard appears.

View Export LC – Shipment tab

Field Description

Field Name	Description
Partial Shipment	Displays whether or not partial shipments are allowed under the documentary credit.
Transshipment	Displays whether or not transshipment is allowed under the documentary credit.
Latest Date for Shipment	Displays the latest date for loading on board/ dispatch/ taken in charge.
Shipment From	Displays the location from which the shipment is shipped.
Shipment To	Displays the location to which the shipment is to be shipped.
Port of Loading	Displays the port of loading of goods.
Port of Discharge	Displays the port of unloading of goods.
Goods	The type of Good which is sent and whose bill is getting linked.

Field Name	Description
Goods	
Section to add or remove the goods for shipment.	
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.

7.4 Documents

1. Click **Documents** tab.
   The **Documents** tab appears in the **View Export LC** screen.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Documents tab

Field Description

Field Name	Description

Documents List

Documents list have the list of documents along with the number of original or copies submitted and clauses they cater too.

Field Name	Description
Document Name	Name of the document uploaded for the LC.
Original	The number of original documents uploaded for the selected document.
Copies	The number of copies uploaded for the selected document.
Clause	Displays the document clause mentioning the number of copies and other conditions.
Presentation Period	Displays the period of time after the date of shipment within which the documents must be presented for payment - acceptance or negotiation.
Incoterm	Indicates the INCO terms for the LC application.

7.5 Instructions

1. Click **Instructions** tab.
   The **Instructions** tab appears in the **View Export LC** screen.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Instructions tab

Field Description

Field Name	Description
Issuing Bank	Displays the SWIFT ID and address of the Issuing Bank.
Charges Borne By	Displays who is bearing charges for LC and related changes or swifts.
Remarks	Displays any remarks given by user.

7.6 Amendments

This tab displays the amendments done to the LC such as shipment Date, LC value etc.

1. Click **Amendments** tab. The amendments detail appears.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Amendments

Field Description

Field Name	Description
Amendment Number	Displays the amendment number of the LC. Displays the link to view the details of the LC amendment.
Issue Date	Displays the issue date of the LC.
Expiry Date	Displays the new expiry date of the LC.
LC Amount	Displays the new LC amount.

2. Click the required link in the **Amendment Number** column. The **Export LC Amendment** screen with detailed Issued Amendments appears.
OR
Click **Back**.
The **View Export LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

7.6.1 View Amendment Details

This screen allows the user to view the details of the amendment done under selected amendment number.

Issued Amendment – Detailed

7.7 Bills

This tab displays the list of bills raised by the beneficiary.

1. Click **Bill** tab. The summary of all the outward Bills appears.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Bills

Negotiation Ref No	Negotiation Date	Bill Amount
AT3EUUD14002AGZD	02 Jan 2014	£33,000.00
AT3ESUN14002A669	02 Jan 2014	£11,000.00
AT3ECPS14002ADW2	02 Jan 2014	£33,000.00
AT3EUUA14002A4MR	02 Jan 2014	£23,000.00

LC Number 5DXELAC211810003

Page 1 of 1 (1-4 of 4 items)

Field Description

Field Name	Description
Initiate Bill	Displays the link to initiate a new bill linked to the export LC.
Negotiation Reference No.	Displays the negotiation reference number of the export bill. Displays the link to view the export bill details. Refer **View Export Bill**.
Negotiation Date	Displays the date on which the bill is negotiated.
Bill Currency and Amount	Displays the bill amount with currency for the LC.

2. Click on **Negotiation Reference No.** to view the inward bill details The **View Export Bill-General Bill** details linked to the LC number screen appears. **Refer** View Export Bill.
   OR

Click **Initiate Bill** to initiate a new bill linked to the export LC.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

7.8 Charges

This tab lists charges against LC such as LC making, Swift or amendment charges.

1. Click **Charges** tab to view the charges against LC.
OR
Click **Back**.
The **View Import LC** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Charges

Field Description

Field Name	Description
Commission	Displays the commission charges in terms of percentage for the issued LC.

Field Name	Description
Percentage	Displays the percentage of LC charged as commission.
Amount	Displays the amount charged as commission.
Total Commission	Displays the total amount of commission paid.
Charges	Displays the reason of charges levied for Various LC processes.
Account	Displays the account number for levying Cancellation Charges / Export Advice Charges.
Amount	Displays the amount charged for the process.
Total	Displays the total charges applicable (sum of LC cancellation charges and export advice charges.).

7.9 Swift Messages

This tab lists and displays list of all swift messages between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Export LC.

1. Click **Swift Messages** tab. The summary of all the all swift messages between both the parties appears.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Swift Messages

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
The Swift detail appears in popup window along with the event date and description.

7.9.2 Swift Messages Details
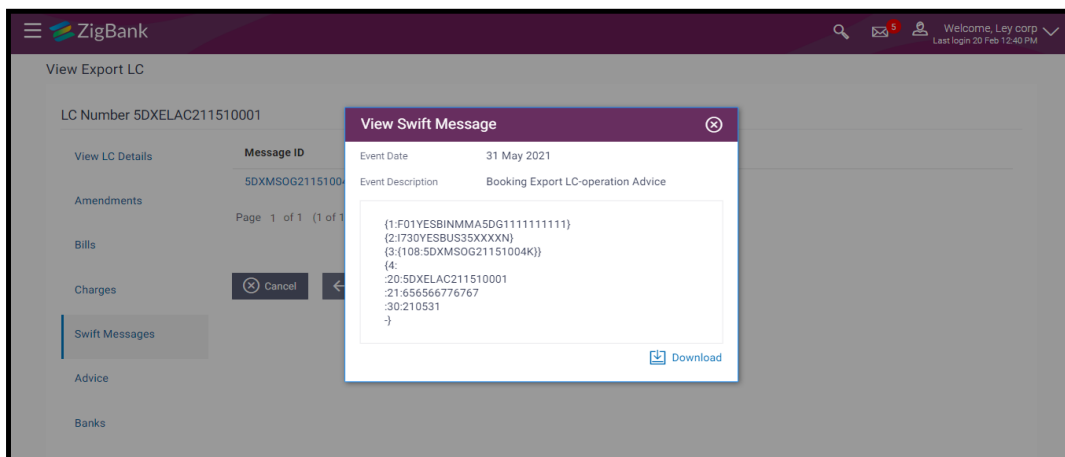
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click ![Download] to download the SWIFT messages in selected format like PDF formats, if required.

b. Click ✖ to close the window.

7.10 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected export LC.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Advices
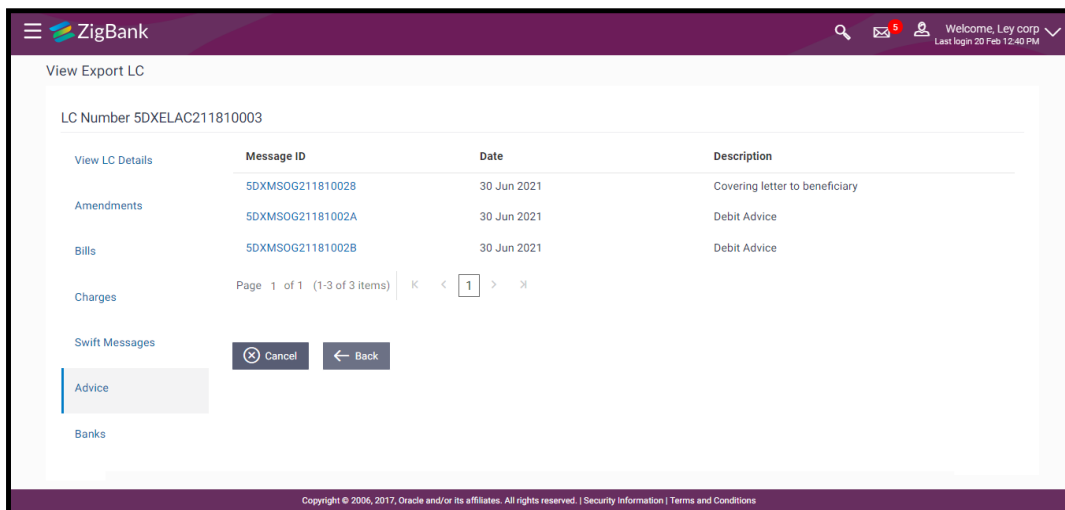
Field Description

Field Name	Description
Date	Date of sending advice.
Message ID	Unique identification number for the message.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

7.10.2 Advices Details
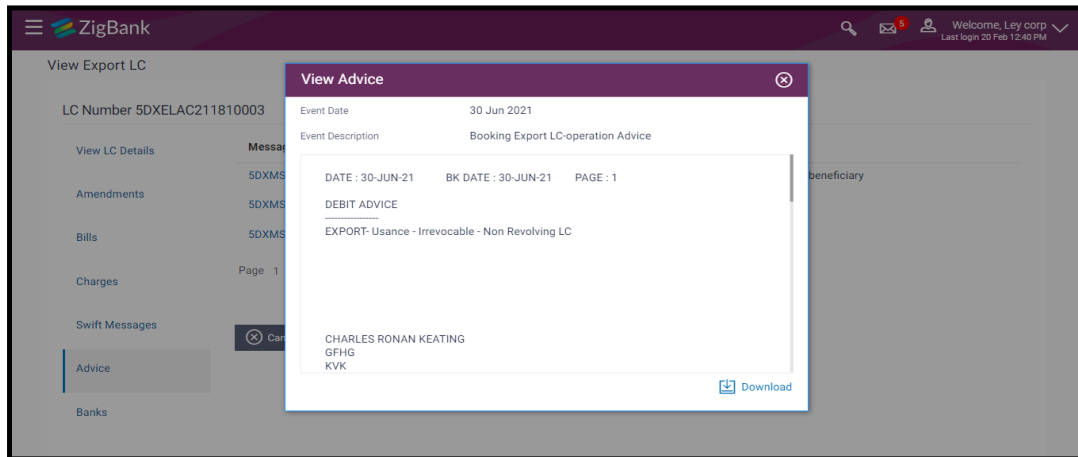
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a. Click [↓] Download to download the advice in selected format like PDF formats, if required.

b. Click ✖ to close the window.

7.11 Banks

This tab denotes the banks which are involved for other than for issuing purpose like Negotiating Bank, Confirming Bank, Advising through Bank etc.

1. Click **Bank** tab. The summary of all the banks which are involved transactions other than issuing purpose.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Banks tab

Field Description

Field Name	Description
Reimbursing Bank	
SWIFT	Displays the SWIFT Id of the Reimbursing Bank.
Name	Displays the name of the Reimbursing Bank.
Address	Displays the address of the Reimbursing Bank.
Country	Displays the country of the Reimbursing Bank.
Confirming Bank	
SWIFT	Displays the SWIFT Id of the Confirming Bank.
Name	Displays the name of the Confirming Bank.
Address	Displays the address of the Confirming Bank.
Country	Displays the country of the Confirming Bank.

2. Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

FAQs

1. **Can I see LCs which has expired?**

   Yes, you can look details of LCs which are expired, active, closed or on hold.

2. **Can I see Bills linked to my LC?**

   Yes, on clicking Bills section, you will have a summary and link to attach bills under the LC.

3. **Why only certain Incoterms, documents or clauses coming, not the others?**

   It depends on the LC product chosen while creating; all these are dependent on the LC product.

4. **How many amendments are possible and how to keep track?**

   Application will show you all the fields with their values with the amendments done to it. The details of amendments are displayed in the amendment section.

8. View Export LC under Oracle FLEXCUBE Universal Banking

Using this option, you can view the details of existing export Letters of Credit (LC) in the application. You can search the required LC using different search criteria and download the LC list in pdf.

The LC details include LC amount, outstanding amount, date of issue, date of expiry, parties to the LC, bank details, payment terms, and shipment/goods/documents details. You can also view the Amendment details and the Bills presented under the LC. You can also download the export LC list in pdf formats.

Pre-Requisites

- User must have a valid login credentials
- User must have certain export LCs received by his bank under his party ID

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Export LC

To view Export LC:

1. The **View Export LC** screen appears.

View Export LC

Field Description

Field Name	Description
Beneficiary Name	The name of beneficiary party.
Applicant Name	The name of applying party.
LC Status	The status of LC currently. The options are: • Hold • Active • Cancelled • Closed • Reversed
LC Amount From	The start of the amount range used for searching the LC.
LC Amount To	The end of the amount range used for searching the LC.

Field Name	Description
LC Number	The LC number.
LC Drawing Status	The LC drawing status. The options are: • Partial • Full • Undrawn • Expired
Issue Date From	The start date of the issue date range used for searching the LC.
Issue Date To	The end date of the issue date range used for searching the LC.
Latest Shipment Date From	The start date of the latest shipment date range used for searching the LC.
Latest Shipment Date To	The end date of the latest shipment date range used for searching the LC.
Expiry Status	Select whether LC being searched is expired or not. The options are: • Expired • Non Expired
Expiry Date From	The start date of the expiry date range used for searching the LC.
Expiry Date To	The end date of the expiry date range used for searching the LC.

2. From the **Beneficiary Name** list, select the appropriate option.

3. Click **Search**.
   The **View Export LC screen** appears with the search results.
   OR
   Click **Clear** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4. Click ⬇ Download to download all or selected columns in the export LC details list. You can download the list in PDF formats.

View Export LC – Search Result

Field Description

Field Name	Description
LC Number	The LC number. Displays the link to details of the export LC.
Applicant Name	The name of the LC beneficiary.
Issue Date	The issue date of the export LC.
Date of Expiry	The export LC expiry date.
LC Status	The export LC status.
LC Amount	The export LC amount.

Field Name	Description
Outstanding LC Amount	The export LC outstanding amount.
Availments	The availments under a selected LC.

5. Click on the desired availment of the **Availments** column to view the records of availments under a selected LC.

8.2 Availments

View Export LC – Availments

Field Description

Field Name	Description
Availment Number	The availment record version number.
Date	The date of availment.
Description	The description of availment under an LC.
Amount	The amount availed against the LC.

6. Click the required link in the **LC Number** column.
    The **View Export LC** screen appears with the details of the selected LC.
    By default, the **General** tab appears.

7. Click **General** tab.

8.3 General

View Export LC – General tab

Field Description

Field Name	Description
Party ID	The ID of LC receiving party or beneficiary.
Branch	The bank branch where you created the LC contract.

Field Name	Description
Applicant Details	
Applicant Name	The name of LC applicant.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The date of LC application.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The export LC product under which the LC is created.
Revolving Details This section appears only for the revolving LC.	
Revolving	Indicates whether the LC is revolving not. The options are: • Yes • No
Revolves in Time	Indicates that the LC revolves in time.
Revolves in Value	Indicates that the LC revolves in value.
Repeat Frequency	The number of times after the days/months the LC would repeat. It is time revolving frequency. The values will be in terms of: • Days • Month

Field Name	Description
Cumulative	Displays whether the frequency is cumulative for the LC. The unused amount would be used in the new LC in case of cumulative LC. The options are: • Yes • No
Auto-reinstatement	Displays whether the LC will get auto reinstated or has it to be done manually.
Transferable	Displays the form of the LC, either transferable/ non-transferable.
Date of Expiry	Displays the expiry date of the LC.
Place of Expiry	Displays the place of LC expiry.
LC Amount Details	
LC Amount	Displays the amount and currency of the LC.
Tolerance	Displays the tolerance of the LC, if tolerance is allowed.
Under	Displays the lower limit of the tolerance.
Above	Displays the upper limit of the tolerance.
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment

Field Name	Description
Credit Available With	Indicates the bank where credit is currently available with.
Branch	The bank branch where you created the LC contract.
Branch Address	The bank branch address where you created the LC contract.
Country	The bank branch country of the LC beneficiary.
Drafts section	
The number of drafts available.	
Tenor (In Days)	The number of days of its validity.
Credit Days From	Displays the date from which the Draft tenure shall be counted.
Draft Amount	The amount which is seeked by beneficiary on representation of draft.
Drawee Bank	The name of drawee bank, which would represent draft for claiming money against LC.

8.4 Shipment

1. Click **Shipment** tab.
    The **Shipment** tab appears in the **View Export LC** screen.
    OR
    Click **Back**.
    The **View Export LC** screen appears.
    OR
    Click Cancel to cancel the transaction, The Dashboard appears.

View Export LC – Shipment tab

Field Description

Field Name	Description
Partial Shipment	Displays whether or not partial shipments are allowed under the documentary credit.
Transshipment	Displays whether or not transshipment is allowed under the documentary credit.
Latest Date for Shipment	Displays the latest date for loading on board/ dispatch/ taken in charge.
Shipment From	Displays the location from which the shipment is shipped.
Shipment To	Displays the location to which the shipment is to be shipped.
Port of Loading	Displays the port of loading of goods.
Port of Discharge	Displays the port of unloading of goods.

Field Name	Description
Goods	The type of Good which is sent and whose bill is getting linked.

Goods

Section to add or remove the goods for shipment.

Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods
Price Per Unit	The price per unit of the goods.

8.5 Documents

1. Click **Documents** tab.
   The **Documents** tab appears in the **View Export LC** screen.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Documents tab

Field Description

Field Name	Description
Documents List	
Documents list have the list of documents along with the number of original or copies submitted and clauses they cater too.	
Document Name	Name of the document uploaded for the LC.
Original	The number of original documents uploaded for the selected document.
Copies	The number of copies uploaded for the selected document.
Clause	Displays the document clause mentioning the number of copies and other conditions.

Field Name	Description
Presentation Period	Displays the period of time after the date of shipment within which the documents must be presented for payment - acceptance or negotiation.
Incoterm	Indicates the INCO terms for the LC application.

8.6 Instructions

1. Click **Instructions** tab.
   The **Instructions** tab appears in the **View Export LC** screen.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Instructions tab

Field Description

Field Name	Description
Issuing Bank	Displays the SWIFT ID and address of the Issuing Bank.
Charges Borne By	Displays who is bearing charges for LC and related changes or swifts.
Remarks	Displays any remarks given by user.

8.7 Amendments

This tab displays the amendments done to the LC such as shipment Date, LC value etc.

1. Click **Amendments** tab. The amendments detail appears.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Amendments

Field Description

Field Name	Description
Amendment Number	Displays the amendment number of the LC.
	Displays the link to view the details of the LC amendment.
Issue Date	Displays the issue date of the LC.
Expiry Date	Displays the new expiry date of the LC.
LC Amount	Displays the new LC amount.

2. Click the required link in the **Amendment Number** column. The **Export LC Amendment** screen with detailed Issued Amendments appears.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

8.7.2 View Amendment Details

This screen allows the user to view the details of the amendment done under selected amendment number.

Issued Amendment – Detailed

8.8 Bills

This tab displays the list of bills raised by the beneficiary.

1. Click **Bill** tab. The summary of all the outward Bills appears.
    OR
    Click **Back**.
    The **View Export LC** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Bills

Field Description

Field Name	Description
Initiate Bill	Displays the link to initiate a new bill linked to the export LC.
Negotiation Reference No.	Displays the negotiation reference number of the export bill. Displays the link to view the export bill details. Refer **View Export Bill**.
Negotiation Date	Displays the date on which the bill is negotiated.
Bill Currency and Amount	Displays the bill amount with currency for the LC.

2. Click on **Negotiation Reference No.** to view the inward bill details The **View Export Bill-General Bill** details linked to the LC number screen appears. **Refer** View Export Bill.
OR
Click **Initiate Bill** to initiate a new bill linked to the export LC.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

8.9 Attached Documents

This tab displays the list of all documents uploaded by user. It allows the user to download the attachments done under the selected export LC.

This tab displays the list of all documents uploaded by user. It allows the user to download the attachments done under the selected export LC.

1. Click **Attached Documents** tab to view the attached documents.
    OR
    Click **Back**.
    The **View Export LC** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

8.9.2   Attach Documents

1. Click **Attach Document** to upload the document.
    The **Attach Document** popup window appears.

View Export LC – Attach Documents popup

Field Description

Field Name	Description
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded.
Remarks	The notes added, if any for attaching the document.
Choose File to attach	Browse the file to be attached.
	Note: File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

2. From the **Document Category** select the appropriate option.

3. From the **Document Type** select the appropriate option.

4. In the **Remarks** field add notes for attaching documents.

5. Click **Choose File** to browse and select the required document present on your computer.

6. Click **Upload** to upload document. The **Attach Documents** tab appears along with list of attached documents.
 OR
Click **Cancel** to cancel the transaction.

7. Click **Submit** to attach supporting documents.
OR
Click **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

8.9.3 View Attached Documents

View Export LC – Attached Documents tab

Field Description

Field Name	Description
Sr No	The serial number of the attach document records.
Document ID	Displays the unique identification number for the attached document. Displays the link to download the attach document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.

1. Click the required link in the **Document ID** column to download the attached document.

8.10 Charges

This tab lists charges against LC such as LC making, Swift or amendment charges.

1. Click **Charges** tab to view the charges against LC.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Charges

Field Description

Field Name	Description
Commission	Displays the commission charges in terms of percentage for the issued LC.
Percentage	Displays the percentage of LC charged as commission.
Amount	Displays the amount charged as commission.
Total Commission	Displays the total amount of commission paid.

Field Name	Description
Charges	Displays the reason of charges levied for Various LC processes.
Account	Displays the account number for levying Cancellation Charges / Export Advice Charges.
Amount	Displays the amount charged for the process.
Total	Displays the total charges applicable (sum of LC cancellation charges and export advice charges.).

8.11 Swift Messages

This tab lists and displays list of all swift messages between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Export LC.

1. Click **Swift Messages** tab. The summary of all the all swift messages between both the parties appears.
    OR
    Click **Back**.
    The **View Export LC** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Swift Messages

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

8.11.2 Swift Messages Details
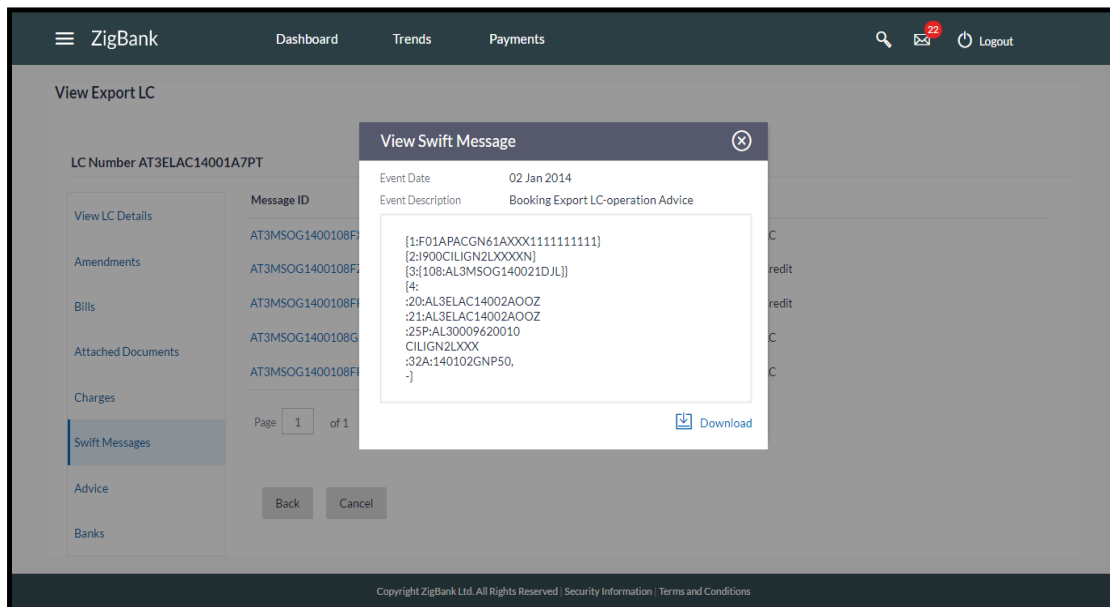
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

c. Click **Download** to download the SWIFT messages in selected format like PDF formats, if required.

8.12 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected export LC.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC - Advices

Field Description

Field Name	Description
Date	Date of sending advice.
Message ID	Unique identification number for the message.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

8.12.2 Advices Details
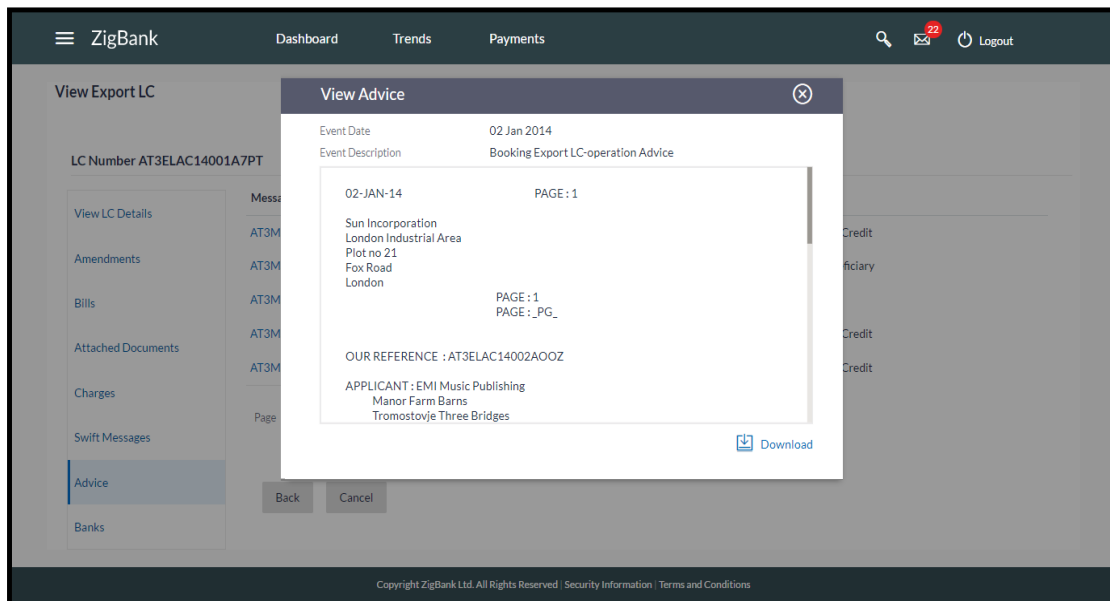
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

c. Click ⬇ Download to download the advice in selected format like PDF formats, if required.

d. Click ✖ to close the window.

8.13 Banks

This tab denotes the banks which are involved for other than for issuing purpose like Negotiating Bank, Confirming Bank, Advising through Bank etc.

1. Click **Bank** tab. The summary of all the banks which are involved transactions other than issuing purpose.
   OR
   Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Export LC – Banks tab

Field Description

Field Name	Description
Reimbursing Bank	
SWIFT	Displays the SWIFT Id of the Reimbursing Bank.
Name	Displays the name of the Reimbursing Bank.
Address	Displays the address of the Reimbursing Bank.
Country	Displays the country of the Reimbursing Bank.

Field Name	Description
Confirming Bank	
SWIFT	Displays the SWIFT Id of the Confirming Bank.
Name	Displays the name of the Confirming Bank.
Address	Displays the address of the Confirming Bank.
Country	Displays the country of the Confirming Bank.

2. Click **Back**.
   The **View Export LC** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

FAQs

1. **Can I see LCs which has expired?**

   Yes, you can look details of LCs which are expired, active, closed or on hold.

2. **Can I see Bills linked to my LC?**

   Yes, on clicking Bills section, you will have a summary and link to attach bills under the LC.

3. **Why only certain Incoterms, documents or clauses coming, not the others?**

   It depends on the LC product chosen while creating; all these are dependent on the LC product.

4. **How many amendments are possible and how to keep track?**

   Application will show you all the fields with their values with the amendments done to it. The details of amendments are displayed in the amendment section.

[Home](#)

9. Initiate a Collection under Oracle FLEXCUBE Universal Banking

Using this option, you can initiate a Collection in the application. To initiate a collection in the application, you must enter details such as your LC linkage, Parties details, and Bill details etc. You can also give specific instructions to bank.

To initiate collection:

1. Click **Initiate Collection** on **Initiate Collection** screen.

Initiate Collection

Field Description

Field Name	Description
LC Linkage	Indicates whether any LC is linked to bill or not. The options are: • Yes: export or import bill is under an LC that was advised by user bank • No: LC is not advised for a bill by the negotiating bank.
LC Number	It is the LC number if attached to the bill. This field is appears if the **Yes** option is selected in **LC Linkage** field.
Collection Details	
Party ID	The party ID of applying party.
Branch	The bank branch where the Collection contract is to be created.
Drawer Details	
Drawer Name	The name of applying party.
Address	The address of applying party.
Country	The country of applying party.
Application Date	Application date when bill has to be initiated. It is the current date of the system/base branch.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of beneficiary party.
Address	The address of beneficiary party.
Country	The country of beneficiary party.
Bank Reference Number	The user provided bank reference number for the transaction.

Field Name	Description
Product Details	
Select Payment Type	The type of payment associated with the bill. The options are: • Sight • Usance
Document Attached	It asks user if any document is a part of bill. The options are: • Yes (Documentary) • No (Clean)
Product	Indicates the product type as coming from Host based on the input parameters (Payment/ LC linkage/Customer ID).
Product Operation	Indicates the product operation type based on product selection.
Purchase Amount	The purchased amount of the import bill. This is gets enabled if the **No (Clean)** option is selected in the **Document Attached** field. **Note:** The **Purchase Amount** should be lesser than Bill Amount of the product.
Bill Amount Details	
Issuing Bank	
SWIFT Code	The swift code of issuing Bank.
Issuing Bank Name	The name of Bank who acts on behalf of Drawee.
Address	The address of Issuing Bank.
Country	The name of Issuing Bank's country.
Bill Amount	The Bill amount.
Bill Currency	The base currency in which Bill is originated.

Field Name	Description
Tenor	The tenor of the bill.
Product Operation	The name of the product operation.
Base Date Description	This depicts the base code and its description. It describes what the chosen base date for application is.
Base Date	The date to be considered as base date for bill application.
Maturity Date	The tenor added to the base date, when the bill ceases to exist.

2. Select the appropriate option from **LC Linkage** field

   a. If you select **Yes**;

      1. In the **LC Number** field, enter the LC number attached to the bill.

      2. Click **Verify** to verify the linkage of LC to the bill.
         OR
         Click **Reset** to cancel the entered LC linkage.

   b. If you select **No**, it is considered to be standalone bill.

3. From the **Branch** list, select the appropriate option where the bill has been made.

4. In the **Customer Reference Number** field in the **Parties** section, enter the user provided customer reference number.

5. In the **Bank Reference Number** field in the **Parties** section, enter the user provided bank reference number.

6. Select the appropriate option from **Select Payment Type** field.

7. Select the appropriate option from **Document Attached** field to confirm any documents a part of bill.
   If the **Yes (Documentary)** option is selected; based on Product selection, product operation gets displayed.
   OR
   If the **No (Clean)** option is selected; specify the **Purchase Amount** for the import bill.

8. In the **Swift Code** field in the **Bill Amount Details** section, enter swift code of Issuing Bank.

9. Click **Verify** to verify the details.
   The Issuing bank detail appears.
   OR
   Click **Reset** to cancel entered details.

10. From the **Product** list, select the appropriate option.

11. From the **Base Date Description** list, select the appropriate option.

12. From the **Base Date** field, select the appropriate date.

13. Click **Continue** or click the **Shipment Details** tab.
The **Shipment Details** tab appears in the **Initiate Collection** screen.
 OR
Click **Initiate Collection**. The transaction is saved and the **Initiate Collection – Verify** screen appears.
OR
Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
OR
Click **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

9.1.2 Initiate Collection - Shipment Details tab

This tab captures the Shipment details of the initiate collection application process.

Initiate Collection - Shipment Details tab

Field Description

Field Name	Description
Shipment From	The Place of Receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose bill is getting linked.

Goods

Section to add or remove the goods for shipment.

Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods
Price Per Unit	The price per unit of the goods.

14. In the **Shipment From** field, enter the name of the place where the goods are to be received.

15. In the **Shipment To** field, enter the name of the place for delivery of goods.

16. In the **Port of Loading** field, enter the place of dispatch or taking in charge of the goods or loading on board.

17. In the **Port of Discharge** field, enter the name of the place for delivery of goods.

18. In the **Goods** section,

    a. From the **Goods** list, choose the desire goods being shipped.

    b. In the **Description of Goods** field, enter the description of the goods traded under the LC.

    c. In the **Units** field, enter the number of units of the selected good.

    d. In the **Price Per Unit** field, enter the price per unit of the selected good.

19. Click the **Document** tab.

20. The **Instructions** tab appears in the **Initiate Collection** screen.
    OR

Click **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

9.1.3 Initiate Collection - Instructions tab

This tab includes the miscellaneous information such as Charges Borne By, and Remarks.

Initiate Collection - Instructions tab

Field Description

Field Name	Description
Remarks	Any instructions provided to bank for creation of Collection is mentioned here.

29. In the **Remarks** field, enter the instructions provided to bank for creation of Collection.

30. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

31. Click **Initiate Collection**. The transaction is saved and the **Initiate Collection – Verify** screen appears.
    OR
    Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
    OR
    Click **Back** to go back to previous screen.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

32. The verify screen appears. It displays all the sections with their respective fields with an option to edit them individually.
    Verify the details, and click **Confirm**.
    OR
    Click **Edit All** to modify all the fields for Collection Initiation.
    OR
    Click **Cancel** to cancel the transaction.

33. The success message initiation of Collection appears along with the reference number.
    Click **OK** to complete the transaction.

9.2 Save As Template

User can save Collection application as a Template so that same can be used for creation of similar Collections, if required in future. The application allows the template access as public or private if saved as template.

User can search the saved Collection template by template name in search tab. The Collection applications earlier saved as template can also be saved as draft while initiating a Collection.

To save Collection application as template:

1. Enter the required details in Collection application.

2. Click **Save As** and then select **Template** option.

Save as Template

Field Description

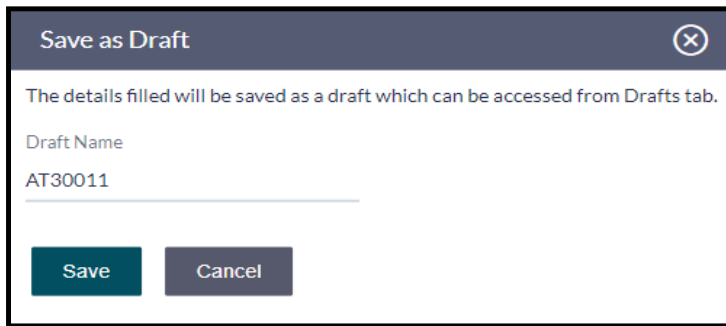| Field Name	Description
Template Type	Indicates the type of access for the template. The options are: • Public: A template marked as 'Public are visible to all the users mapped to the Party ID of the user who created a template. All such users will only be able to view and use whereas they will not be able to edit and delete template. Only the creator of the template is allowed to edit or delete the template. • Private: A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use while initiating Collection and modify or delete such template.
Template Name	Name of the template.

3. From the **Template Type** list, select the appropriate option.

4. In the **Template Name** field, enter the desired name for the template.

5. Click **Save** to save the template.
   The transaction details are saved as a template which can be access from the **Template** tab.
   OR
   Click **Cancel** to cancel the transaction.

9.3 Save As Draft

User can save Collection application as a Draft so that it can be completed in future. It can be re used only one time for Collection Application initiation. User can search the saved Collection draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The Collection applications, which were saved as draft can also be saved as template after adding all other necessary fields.

To save Collection application as draft:

1. Enter the required details in Collection application.

2. Click **Save As** and then select **Draft** option.

Save as Draft

Field Description

Field Name	Description
Draft Name	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.

4. Click **Save** to save the draft.
   The transaction details are saved as a draft which can be access from the **Draft** tab.
   OR
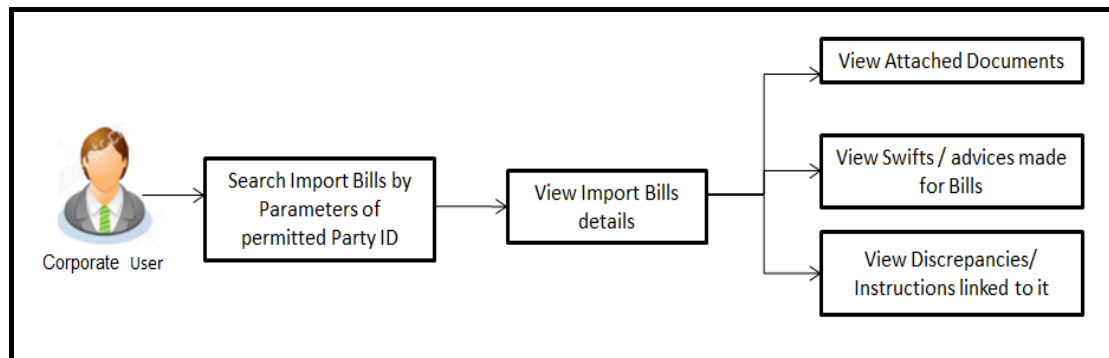   Click **Cancel** to cancel the transaction.

10. View Import Bill under Oracle FLEXCUBE Core Banking

Using this option, you can view the details of existing import bills in the application. You can search the required import bills using different search criteria and download the import bill list in different file formats.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

- At least a single import Bill should exist for the party ID and party must having view rights for it

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Import Bill

To view Import Bill:

1. The **View Import Bill** screen appears.

View Import Bill

Field Description

Field Name	Description
Bill Reference Number	The Import Bill reference number.
Drawee	The name of person who is uploading bills to be settled. He is the receiver of bill.
Drawer	The name of the drawer under the bill.
Bill Amount From	The start of the bill amount range used for searching the bill.
Bill Amount To	The end of the bill amount range used for searching the bill.
Bill Date From	The start date of the bill date range used for searching the bill.
Bill Date To	The end date of the bill date range used for searching the bill.

Field Name	Description
Status	The current status of the bill.
	The options are:
	• Active
	• Hold
	• Cancelled
	• Liquidated
	• Closed
	• Reversed

2. From the **Drawee** list, select the appropriate option. Displays the all party name mapped to user.

3. Click **Search**.
   The **View Import Bills** screen appears with the search results.
   OR
   Click **Clear** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction. The Dashboard appears.

4. Click ⬇ Download to download all or selected columns in the import bill details list. You can download the list in PDF formats.

View Import Bill – Search Result

Field Description

Field Name	Description
Bill Reference Number	The bill reference number.
	Displays the link to view the import bill details.
Drawer	The name of the drawer of the import bill.
Release Against	The product name of the import bill.
Transaction Date	The transaction date of the import bill.
Status	The status of the import bill.
Bill Amount	The import bill amount.

5. Click the required link in the **Bill Reference Number** column. The **View Import Bills** screen appears with the details of the selected import bill. By default, the **View Bill Details– General Bill Details** tab appears.

10.1 General Bill Details

View Import Bill – General Bill Details

Field Description

Field Name	Description
Party ID	The ID of LC applying party.
Branch	The bank branch where you created the LC contract.
Drawer Details	

Field Name	Description
Drawer Name	The name of the drawer of the import bill. He is the one who uploads bills.
Address	The address of the drawer of the import bill.
Country	The country of the drawer of the import bill.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of person who is receiving bills to be settled.
Address	The address of the drawee of the import bill.
Country	The country of the drawee of the import bill.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Payment Type	The type of payment associated with the bill. it can be: • Sight • Usance
Document Attached	It asks user if any documents a part of bill. It can be: • Yes (Documentary) • No (Clean)
Product	The product of the import bill.
Product Operation	Displays the product operation type based on product selection.
Purchase Amount	The purchased amount of the product.
Bill Amount Details	

Field Name	Description
Negotiating Bank	The name of the remitting bank of the import bill.
Address	The address of the remitting bank of the import bill.
Country	The country of the remitting bank of the import bill.
Bill Amount	Displays the amount of the import bill.
Outstanding Amount	The outstanding amount of the import bill.
Settlement Date	The settlement date of the import bill.
Acceptance Date	The acceptance date of the import bill.
Tenor	The tenor of the bill.
Base Date Description	It is the description of the chosen base date.
Base Date	The date to be considered as base date for bill application. It is number of days for the tenor from the base date.
Maturity Date	The maturity date of the import bill.

10.2 Shipment Details

1. Click **Shipment Details** tab.
   The **Shipment Details** appears in the **View Import Bill** screen.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Shipment Details tab

Field Description

Field Name	Description
Shipment From	The Place of Receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose bill is getting linked.

Goods

Section to add or remove the goods for shipment.

Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.

10.3 Documents

1. Click **Documents** tab.
   The **Documents** tab appears in the **View Import Bill** screen.
   OR

Click **Back**.
The **View Import Bill** screen appears.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Documents tab

Field Description

Field Name	Description
Documents Presented	Displays the list of documents presented under the import bill including number of original and copies of the documents presented.
Document Name	Name of the document to be uploaded for the LC.
Original	The required number of original documents required for the selected document. It is provided as **m/n**, where **m** out of available **n** documents would be submitted to bank.
Copies	The required number of copies required for the selected document.
Incoterm	Indicates the incoterms for the bills.

10.4 Instructions

1. Click **Instructions** tab.
   The **Instructions** details appears in the **View Import Bill** screen.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Instructions tab

Field Description

Field Name	Description
Remarks	Any instructions provided to bank for creation of LC is mentioned here.

10.5 Discrepancies

Displays the list of discrepancies identified by the bank in the bill. It is available only for bills under LC.

1. Click **Discrepancies** tab.
   The **Discrepancies** details appears in the **View Import Bill** screen.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Discrepancies tab

Field Description

Field Name	Description
Received Date	Displays the date on which the discrepancy has been identified and received by the host.
Description	Displays the description of discrepancy like name.
Status	Displays the whether the discrepancy is resolved or not as on current date.
Resolved Date	Displays the resolved date if the discrepancy is resolved.
Approved Date	Displays the approved date of the discrepancy.

10.6 Swift Messages

These lists and displays list of all swift messages between both the parties.

1. Click **Swift Messages** tab.
    The **Swift Messages** tab appears in the **View Import Bill** screen.
    OR
    Click **Back**.
    The **View Import Bill** screen appears.
    OR
    Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Swift Messages tab
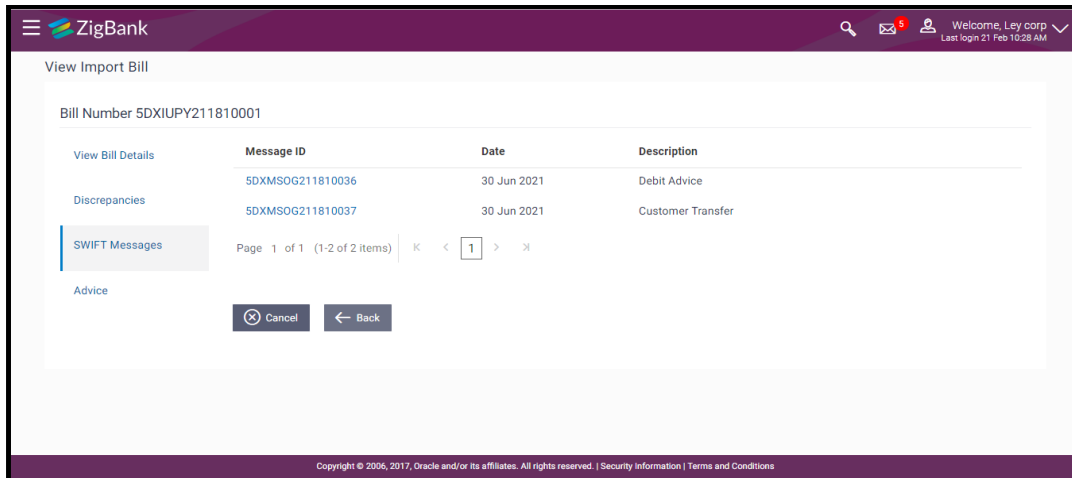
Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

10.6.2 Swift Messages Details
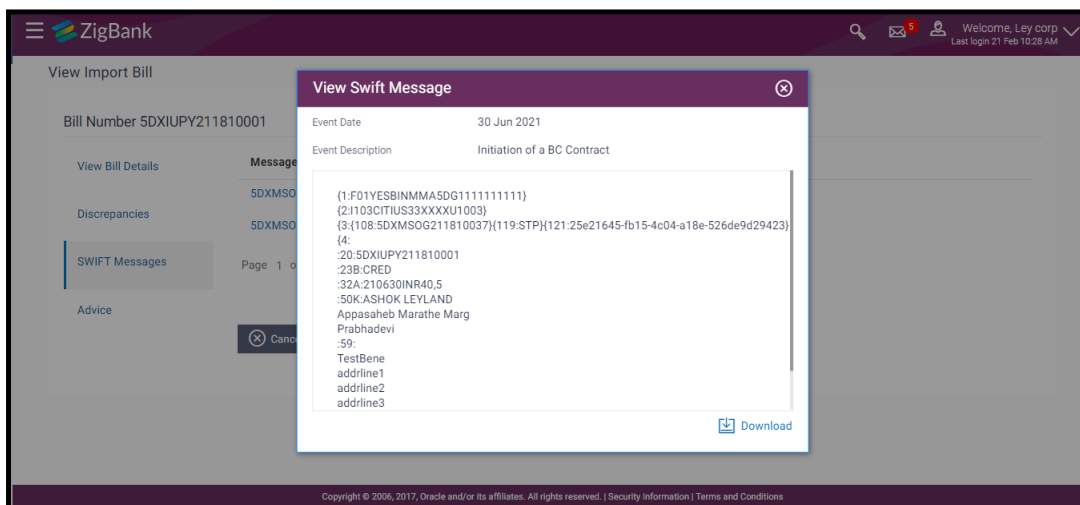
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click Download to download the SWIFT messages in selected format like PDF formats, if required.

b. Click to close the window.

10.7 Advices

This denotes all the Advices being exchanged.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill - Advices

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

10.7.2 Advices Details

Field Description

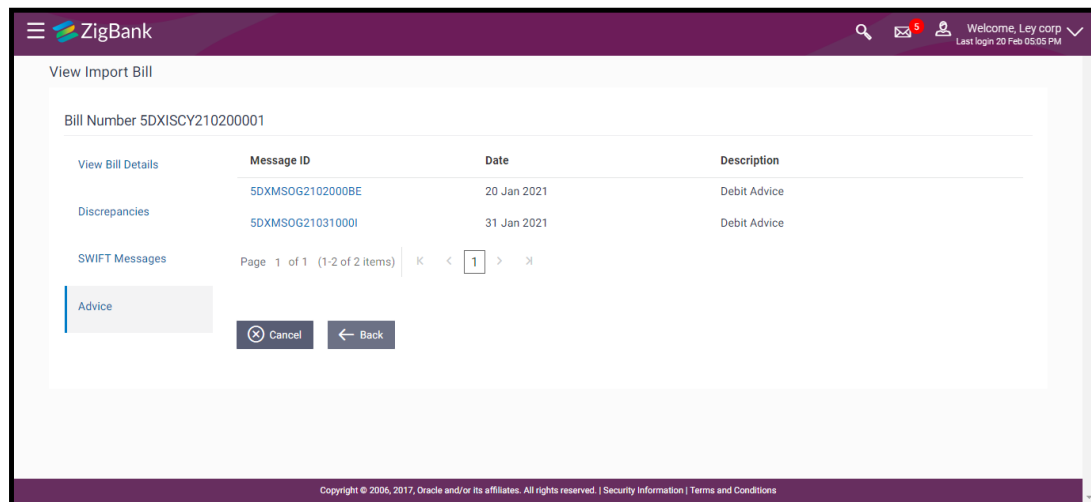| Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a. Click **Download** to download the SWIFT messages in selected format like PDF formats, if required.

b. Click to close the window.

3. Click **Back**.
   The **View Import Bill** screen appears.

OR
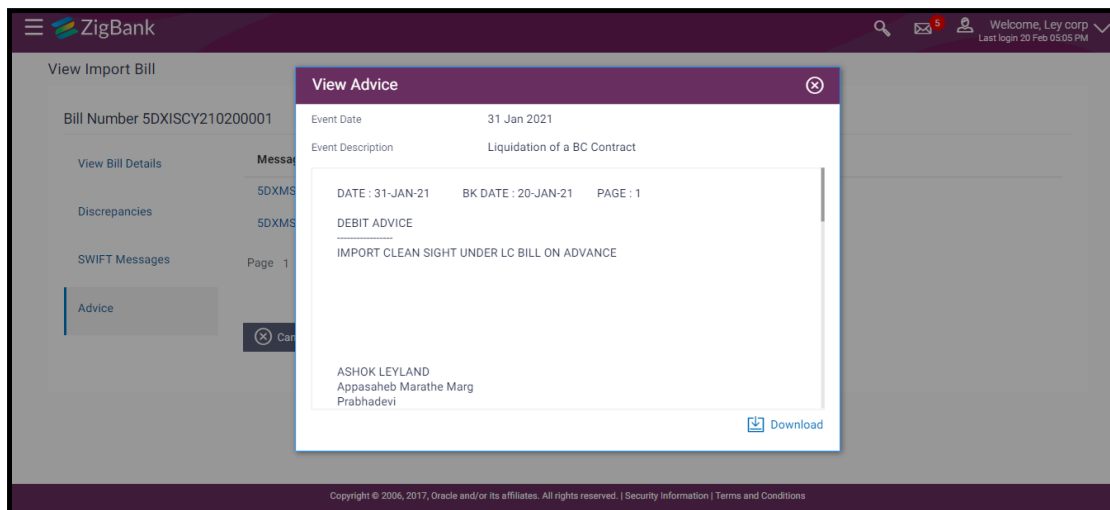Click **Cancel** to cancel the transaction. The **Dashboard** appears.

FAQs

1. **Do you need a credit facility to use this product?**

   No you do not need a credit facility for use of this feature.

2. **Does this module cater to both DA and DP?**

   Yes, you can view your bills in either of the cases, and when the condition is fulfilled, the changes are updated.

Home

11. View Import Bill under Oracle FLEXCUBE Universal Banking

Using this option, you can view the details of existing import bills in the application. You can search the required import bills using different search criteria and download the import bill list in different file formats.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

- At least a single import Bill should exist for the party ID and party must having view rights for it

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Import Bill

To view Import Bill:

1. The **View Import Bill** screen appears.

View Import Bill

Field Description

Field Name	Description
Bill Reference Number	The Import Bill reference number.
Drawee	The name of person who is uploading bills to be settled. He is the receiver of bill.
Drawer	The name of the drawer under the bill.
Bill Amount From	The start of the bill amount range used for searching the bill.
Bill Amount To	The end of the bill amount range used for searching the bill.
Bill Date From	The start date of the bill date range used for searching the bill.
Bill Date To	The end date of the bill date range used for searching the bill.

Field Name	Description
Status	The current status of the bill.
	The options are:

- Active
- Hold
- Cancelled
- Liquidated
- Closed
- Reversed

2. From the **Drawee** list, select the appropriate option. Displays the all party name mapped to user.

3. Click **Search**.
The **View Import Bills** screen appears with the search results.
OR
Click **Clear** to reset the search criteria.
OR
Click **Cancel** to cancel the transaction. The Dashboard appears.

4. Click ⬇ Download to download all or selected columns in the import bill details list. You can download the list in PDF formats.

View Import Bill – Search Result

Field Description

Field Name	Description
Bill Reference Number	The bill reference number. Displays the link to view the import bill details.
Drawer	The name of the drawer of the import bill.
Release Against	The product name of the import bill.
Transaction Date	The transaction date of the import bill.
Status	The status of the import bill.
Bill Amount	The import bill amount.

5. Click the required link in the **Bill Reference Number** column. The **View Import Bills** screen appears with the details of the selected import bill. By default, the **View Bill Details– General Bill Details** tab appears.

11.2 General Bill Details

View Import Bill – General Bill Details

Field Description

Field Name	Description
Party ID	The ID of LC applying party.
Branch	The bank branch where you created the LC contract.
Drawer Details	
Drawer Name	The name of the drawer of the import bill. He is the one who uploads bills.
Address	The address of the drawer of the import bill.
Country	The country of the drawer of the import bill.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of person who is receiving bills to be settled.
Address	The address of the drawee of the import bill.
Country	The country of the drawee of the import bill.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Payment Type	The type of payment associated with the bill. it can be: • Sight • Usance
Document Attached	It asks user if any documents a part of bill. It can be: • Yes (Documentary) • No (Clean)
Product	The product of the import bill.

Field Name	Description
Product Operation	The name of the product operation.
Purchase Amount	Displays the purchased amount of the import bill.
Bill Amount Details	
Negotiating Bank	The name of the remitting bank of the import bill.
Address	The address of the remitting bank of the import bill.
Country	The country of the remitting bank of the import bill.
Bill Amount	Displays the amount of the import bill.
Outstanding Amount	The outstanding amount of the import bill.
Settlement Date	The settlement date of the import bill.
Acceptance Date	The acceptance date of the import bill.
Tenor	The tenor of the bill.
Base Date Description	It is the description of the chosen base date.
Base Date	The date to be considered as base date for bill application. It is number of days for the tenor from the base date.
Maturity Date	The maturity date of the import bill.

11.3 Shipment Details

1. Click **Shipment Details** tab.
    The **Shipment Details** appears in the **View Import Bill** screen.
    OR
    Click **Back**.
    The **View Import Bill** screen appears.
    OR
    Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Shipment Details tab

Field Description

Field Name	Description
Shipment From	The Place of Receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose bill is getting linked.

Goods

Section to add or remove the goods for shipment.

Field Name	Description
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods
Price Per Unit	The price per unit of the goods.

11.4 Documents

1. Click **Documents** tab.
   The **Documents** tab appears in the **View Import Bill** screen.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Documents tab

Field Description

Field Name	Description
Documents Presented	Displays the list of documents presented under the import bill including number of original and copies of the documents presented.
Document Name	Name of the document to be uploaded for the LC.
Original	The required number of original documents required for the selected document. It is provided as **m/n**, where **m** out of available **n** documents would be submitted to bank.
Copies	The required number of copies required for the selected document.

Field Name	Description
Incoterm	Indicates the incoterms for the bills.

11.5 Instructions

1. Click **Instructions** tab.
    The **Instructions** details appears in the **View Import Bill** screen.
    OR
    Click **Back**.
    The **View Import Bill** screen appears.
    OR
    Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Instructions tab

Field Description

Field Name	Description
Remarks	Any instructions provided to bank for creation of LC is mentioned here.

11.6 Discrepancies

Displays the list of discrepancies identified by the bank in the bill. It is available only for bills under LC.

1. Click **Discrepancies** tab.
   The **Discrepancies** details appears in the **View Import Bill** screen.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Discrepancies tab

Field Description

Field Name	Description
Received Date	Displays the date on which the discrepancy has been identified and received by the host.
Description	Displays the description of discrepancy like name.
Status	Displays the whether the discrepancy is resolved or not as on current date.

Field Name	Description
Resolved Date	Displays the resolved date if the discrepancy is resolved.
Approved Date	Displays the approved date of the discrepancy.

11.7 Swift Messages

These lists and displays list of all swift messages between both the parties.

1. Click **Swift Messages** tab.
   The **Swift Messages** tab appears in the **View Import Bill** screen.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill – Swift Messages tab
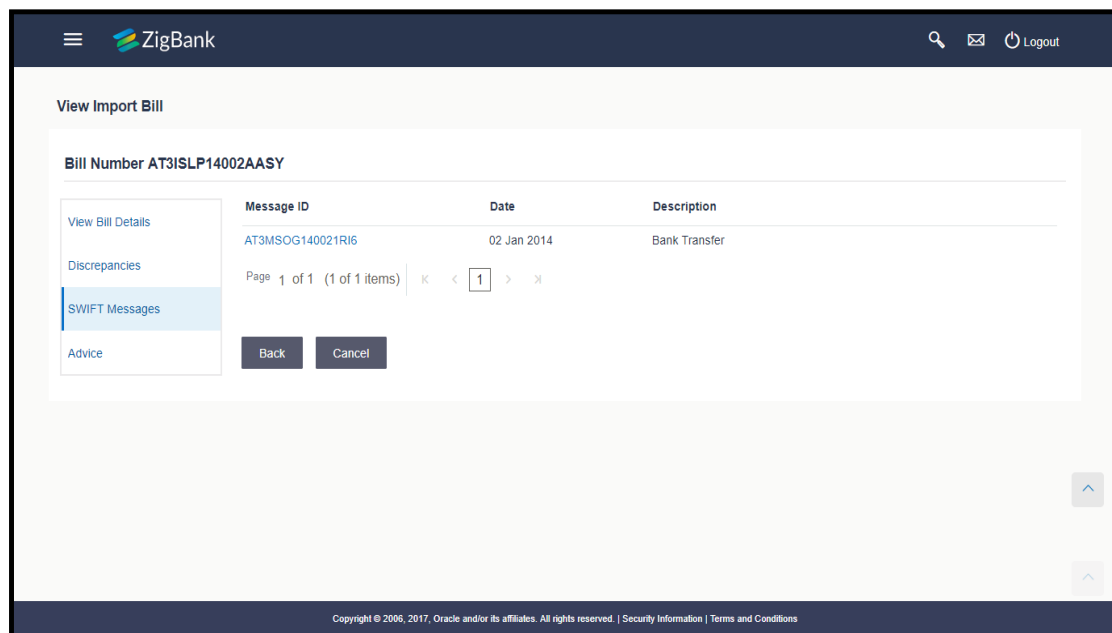
Field Description

Field Name	Description
Message ID	Unique identification number for the message.

Field Name	Description
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

11.7.2 Swift Messages Details
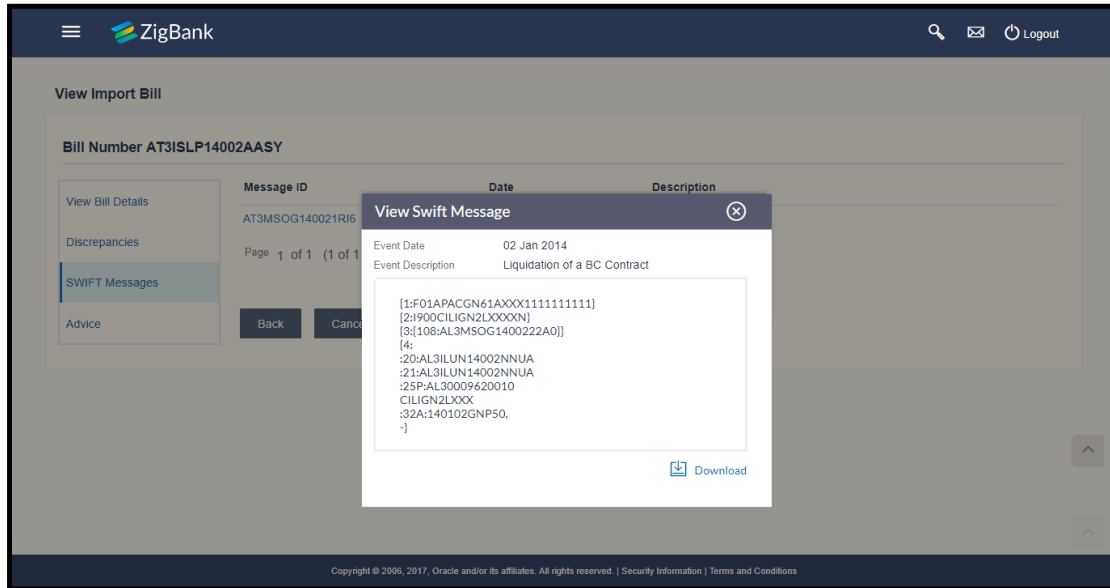
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

b. Click ✖ to close the window.

11.8 Advices

This denotes all the Advices being exchanged.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

View Import Bill - Advices
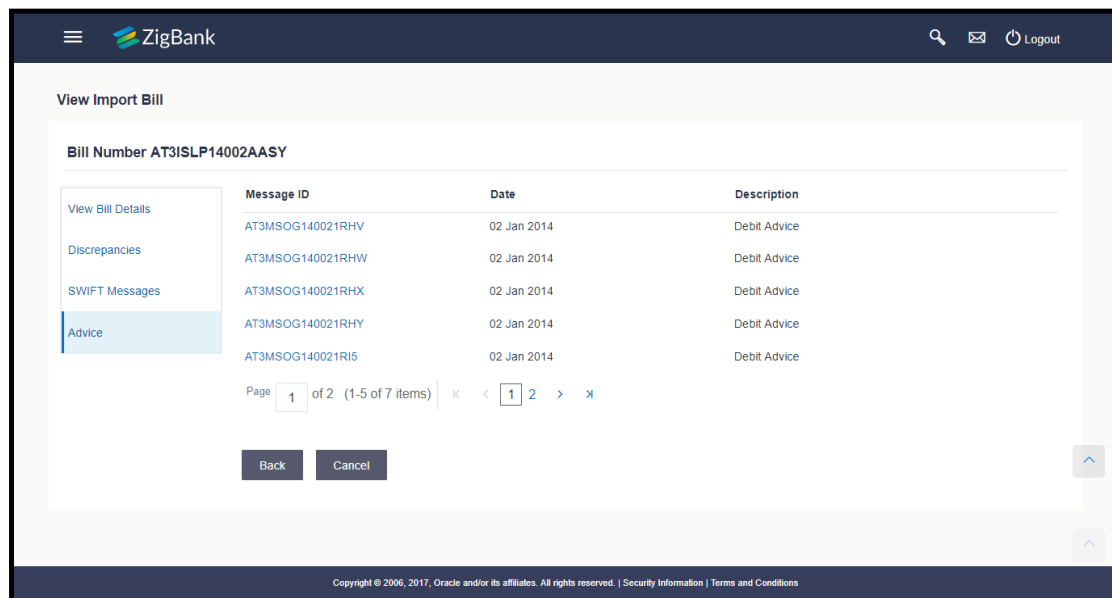
Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

11.8.2 Advices Details

Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a. Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

b. Click ✖ to close the window.

1. Click **Back**.
   The **View Import Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

FAQs

1. **Do you need a credit facility to use this product?**

   No you do not need a credit facility for use of this feature.

2. **Does this module cater to both DA and DP?**

   Yes, you can view your bills in either of the cases, and when the condition is fulfilled, the changes are updated.

Home

12. View Export Bill under Oracle FLEXCUBE Core Banking

Using this option, you can search, view and download the details of the export bills presented as Collection or under LC (Advised / Non - Advised by Bank).

You can perform search on the bill reference number, drawee name, drawer name, bill amount, bill currency etc. and view the details of an individual export bill. The individual export bill details are shown under various tabs. The system provides export bill details such as bill amount, bill documents, status, discrepancies, parties to the bill, bank details, bank instructions, etc. You can also download the export bill list in pdf format.

Pre-Requisites

- User must have a valid login credentials

- User must have certain export bills presented under Collection and LC

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Export Bill

To view Export Bill:

1. The **View Export Bill** screen appears.

View Export Bill

Field Description

Field Name	Description
Bill Reference Number	The name of beneficiary party.
Drawer	The name of the drawer under the bill.
Drawee	The name of party who is drawee of the bill.
Bill Amount From	The start of the bill amount range used for searching the bill.
Bill Amount To	The end of the bill amount range used for searching the bill.
Bill Date From	The start date of the bill date range used for searching the bill.
Bill Date To	The end date of the bill date range used for searching the bill.

Field Name	Description
Status	The current status of the bill.

The options are:

- Active
- Hold
- Cancelled
- Liquidated
- Closed
- Reversed

2. From the **Drawee** list, select the appropriate option.

3. Click **Search**.
   The **View Export Bills** screen appears with the search results.
   OR
   Click **Reset** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction.

4. Click ⬇ Download to download all or selected columns in the export bill details list. You can download the list in PDF formats.

View Export Bill – Search Result

Field Description

Field Name	Description
Bill Reference Number	The bill reference number. Displays the link to view the export bill details.
Drawee	The name of the drawee of the export bill.
Release Against	The product name of the export bill.
Transaction Date	The transaction date of the export bill.
Bill Amount	The export bill amount.
Status	The status of the export bill.

5. Click the required link in the **Bill Reference Number** column. The **View Export Bills** screen appears with the details of the selected export bill. By default, the **View Bill Details– General Bill Details** tab appears.

12.1 General Bill Details

It shows linked to a LC with the LC number if the bill is linked to LC, and also suggests the status of Bill (viz. Active)

View Export Bill – General Bill Details

Field Description

Field Name	Description
Party ID	The ID of LC applying party.
Branch	The bank branch where you created the LC contract.
Drawer Details	
Drawer Name	The name of the drawer of the export bill. He is the creator of bill.
Address	The address of the drawer of the export bill.
Country	The country of the drawer of the export bill.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of the drawee of bill.
Address	The address of the drawee of the export bill.
Country	The country of the drawee of the export bill.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Payment Type	The type of payment associated with the bill. it can be: • Sight • Usance
Document Attached	It asks user if documents are a part of bill. It can be: • Yes (Documentary) • No (Clean)
Product	The product of the export bill.

Field Name	Description
Product Operation	Displays the product operation type based on product selection.
Purchase Amount Operation	Displays the purchased amount of the export bill.
Bill Amount Details	
Issuing Bank	
SWIFT Code	The swift code of issuing Bank.
Issuing Bank Name	The name of Bank who acts on behalf of Drawee.
Address	The address of Issuing Bank.
Country	The name of Issuing Bank's country.
Bill Amount	The Bill amount with base currency in which Bill is originated.
Outstanding Amount	The outstanding amount of the export bill.
Settlement Date	The settlement date of the export bill.
Acceptance Date	The acceptance date of the export bill.
Tenor	The tenor of the bill.
Base Date Description	This depicts the base code and its description as fetched from host. It describes what the chosen base date for application is.
Base Date	The date to be considered as base date for bill application. It is number of days for the tenor from the base date.
Maturity Date	The maturity date of the export bill.

12.2 Shipment

1. Click **Shipment** tab.
   The **Shipment** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Shipment tab

Field Description

Field Name	Description
Shipment From	The Place of Receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose bill is getting linked.

Field Name	Description

Goods

Section to add or remove the goods for shipment.

Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.

12.3 Documents

1. Click **Documents** tab.
    The **Documents** tab appears in the **View Export Bill** screen.
    OR
    Click **Back**.
    The **View Export Bill** screen appears.
    OR
    Click **Cancel** to cancel the transaction.

View Export Bill – Documents tab

Field Description

Field Name	Description
Documents Presented	Displays the list of documents presented under the export bill including number of original and copies of the documents presented.
Document Name	Name of the document to be uploaded for the LC.
Original	The required number of original documents required for the selected document. It is provided as **m/n**, where **m** out of available n documents would be submitted to bank.
Copies	The required number of copies required for the selected document.

Field Name	Description
Incoterm	Indicates the incoterms for the LC application.

12.4 Instructions

This tab displays the miscellaneous information such as Charges Borne By, and Remarks.

1. Click **Instructions** tab.
   The **Instructions** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Instructions tab
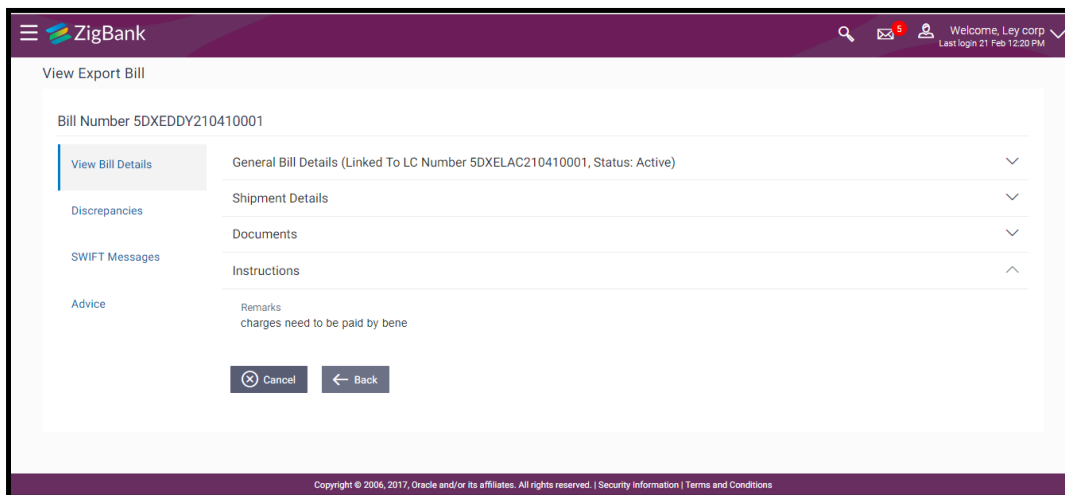
Field Description

Field Name	Description
Remarks	Any instructions provided to bank is mentioned here.

12.5 Discrepancies

Displays the list of the list of identified discrepancies. It is applicable only if it is linked to a LC.

1. Click **Discrepancies** tab.
   The **Discrepancies** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Discrepancies tab

Field Description

Field Name	Description
Received Date	Displays the date on which the discrepancy has been identified and received by the host.
Description	Displays the description of discrepancy in the bill.
Status	Displays the whether the discrepancy is resolved or not as on date.
Resolved Date	Displays the resolved date if the discrepancy is resolved.
Approved Date	Displays the approved date of the discrepancy.

12.6 Swift Messages

These lists and displays list of all swift messages between both the parties.

1. Click **Swift Messages** tab.
   The **Swift Messages** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Swift Messages tab

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

12.6.2 Swift Messages Details
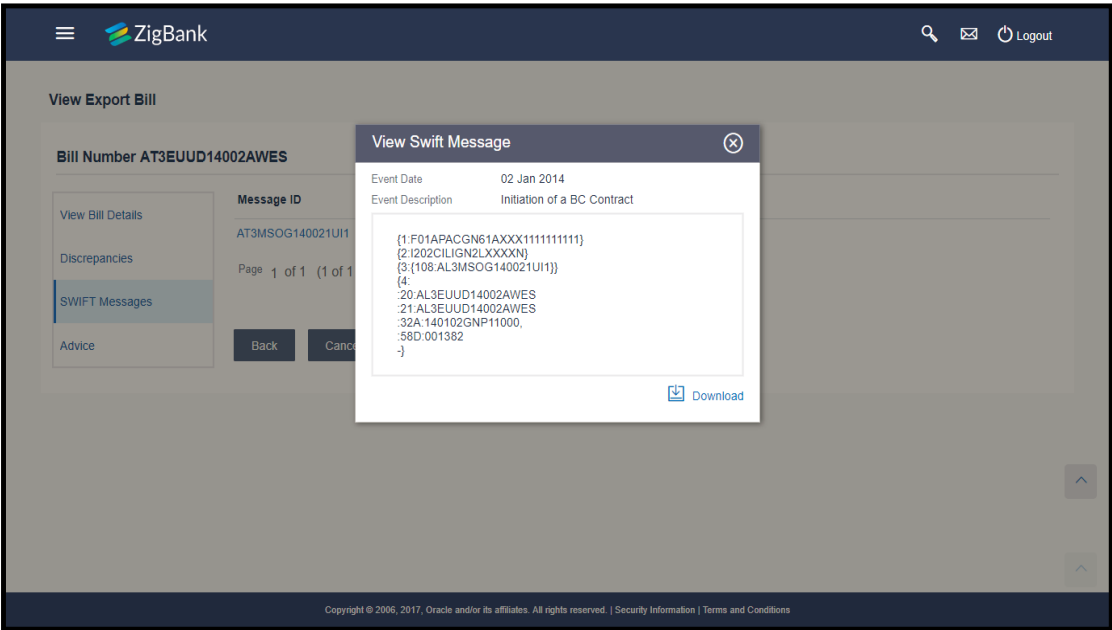
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click to download the SWIFT messages in selected format like PDF formats, if required.

b. Click to close the window.

12.7 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected export bill.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.

OR
Click **Cancel** to cancel the transaction.

View Export Bill - Advices
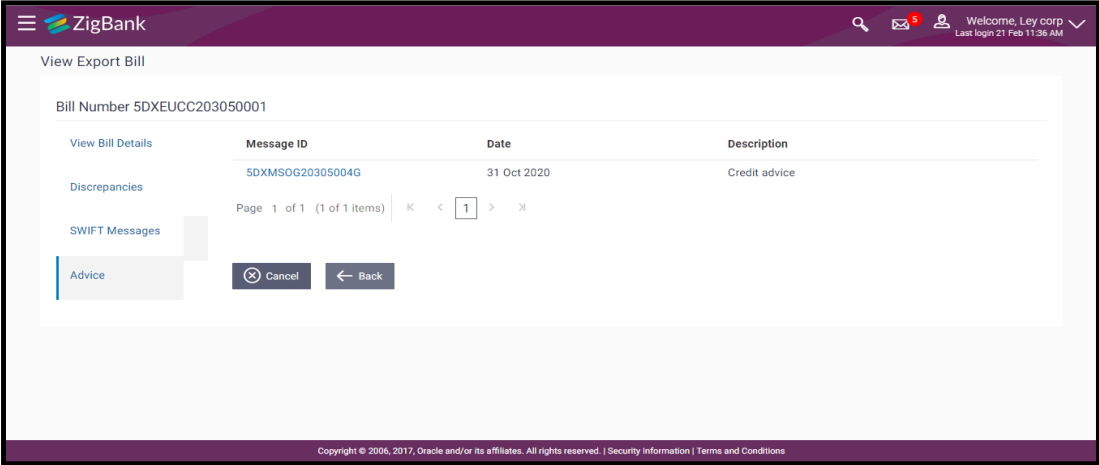
Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.

2.   Click on the desired Message ID to view the respective advice details.
       The advice detail appears in popup window along with the event date and description.

12.7.2   vices Details

Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a.   Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

b.   Click ✖ to close the window.

3.   Click **Back**.
The **View Export Bill** screen appears.
OR
Click **Cancel** to cancel the transaction.

FAQs

1.   **Where can I see if my bill is linked to any LC?**

On the top of the view screen, the linked LC number is provided. In case user wants to view more about LC, view LC module can be used.

2.   **Why is approved date blank in discrepancies?**

In cases where approvals for discrepancies are yet to be received, they remain blank.

Home

13. View Export Bill under Oracle FLEXCUBE Universal Banking

Using this option, you can search, view and download the details of the export bills presented as Collection or under LC (Advised / Non - Advised by Bank).

You can perform search on the bill reference number, drawee name, drawer name, bill amount, bill currency etc. and view the details of an individual export bill. The individual export bill details are shown under various tabs. The system provides export bill details such as bill amount, bill documents, status, discrepancies, parties to the bill, bank details, bank instructions, etc. You can also download the export bill list in pdf format.

Pre-Requisites

- User must have a valid login credentials

- User must have certain export bills presented under Collection and LC

Workflow

How to reach here:

Trade Finance > Letter of Credit > View Export Bill

To view Export Bill:

1. The **View Export Bill** screen appears.

View Export Bill

Field Description

Field Name	Description
Bill Reference Number	The name of beneficiary party.
Drawer	The name of the drawer under the bill.
Drawee	The name of party who is drawee of the bill.
Bill Amount From	The start of the bill amount range used for searching the bill.
Bill Amount To	The end of the bill amount range used for searching the bill.
Bill Date From	The start date of the bill date range used for searching the bill.
Bill Date To	The end date of the bill date range used for searching the bill.

Field Name	Description
Status	The current status of the bill.
	The options are:

- Active
- Hold
- Cancelled
- Liquidated
- Closed
- Reversed

2. From the **Drawee** list, select the appropriate option.

3. Click **Search**.
   The **View Export Bills** screen appears with the search results.
   OR
   Click **Reset** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction.

4. Click ⤓ Download to download all or selected columns in the export bill details list. You can download the list in PDF formats.

View Export Bill – Search Result

Field Description

Field Name	Description
Bill Reference Number	The bill reference number. Displays the link to view the export bill details.
Drawee	The name of the drawee of the export bill.
Release Against	The product name of the export bill.
Transaction Date	The transaction date of the export bill.
Bill Amount	The export bill amount.
Status	The status of the export bill.

5. Click the required link in the **Bill Reference Number** column. The **View Export Bills** screen appears with the details of the selected export bill. By default, the **View Bill Details– General Bill Details** tab appears.

13.1 General Bill Details

It shows linked to a LC with the LC number if the bill is linked to LC, and also suggests the status of Bill (viz. Active)

View Export Bill – General Bill Details

Field Description

Field Name	Description
Party ID	The ID of LC applying party.
Branch	The bank branch where you created the LC contract.
Drawer Details	
Drawer Name	The name of the drawer of the export bill. He is the creator of bill.
Address	The address of the drawer of the export bill.
Country	The country of the drawer of the export bill.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of the drawee of bill.
Address	The address of the drawee of the export bill.
Country	The country of the drawee of the export bill.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Payment Type	The type of payment associated with the bill. it can be: • Sight • Usance
Document Attached	It asks user if documents are a part of bill. It can be: • Yes (Documentary) • No (Clean)
Product	The product of the export bill.

Field Name	Description
Product Operation	The name of the product operation.
Bill Amount Details	
Issuing Bank	
SWIFT Code	The swift code of issuing Bank.
Issuing Bank Name	The name of Bank who acts on behalf of Drawee.
Address	The address of Issuing Bank.
Country	The name of Issuing Bank's country.
Bill Amount	The Bill amount with base currency in which Bill is originated.
Outstanding Amount	The outstanding amount of the export bill.
Settlement Date	The settlement date of the export bill.
Acceptance Date	The acceptance date of the export bill.
Tenor	The tenor of the bill.
Base Date Description	This depicts the base code and its description as fetched from host. It describes what the chosen base date for application is.
Base Date	The date to be considered as base date for bill application. It is number of days for the tenor from the base date.
Maturity Date	The maturity date of the export bill.

13.2 Shipment

1. Click **Shipment** tab.
    The **Shipment** tab appears in the **View Export Bill** screen.
    OR
    Click **Back**.
    The **View Export Bill** screen appears.
    OR
    Click **Cancel** to cancel the transaction.

View Export Bill – Shipment tab

Field Description

Field Name	Description
Shipment From	The Place of Receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose bill is getting linked.

Field Name	Description
Goods	
Section to add or remove the goods for shipment.	
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods
Price Per Unit	The price per unit of the goods.

13.3 Documents

1. Click **Documents** tab.
   The **Documents** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Documents tab

Field Description

Field Name	Description
Documents Presented	Displays the list of documents presented under the export bill including number of original and copies of the documents presented.
Document Name	Name of the document to be uploaded for the LC.
Original	The required number of original documents required for the selected document. It is provided as **m/n**, where **m** out of available n documents would be submitted to bank.
Copies	The required number of copies required for the selected document.

Field Name	Description
Incoterm	Indicates the incoterms for the LC application.

13.4 Instructions

This tab displays the miscellaneous information such as Charges Borne By, and Remarks.

1. Click **Instructions** tab.
   The **Instructions** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Instructions tab

Field Description

Field Name	Description
Remarks	Any instructions provided to bank is mentioned here.

13.5 Discrepancies

Displays the list of the list of identified discrepancies. It is applicable only if it is linked to a LC.

1. Click **Discrepancies** tab.
    The **Discrepancies** tab appears in the **View Export Bill** screen.
    OR
    Click **Back**.
    The **View Export Bill** screen appears.
    OR
    Click **Cancel** to cancel the transaction.

View Export Bill – Discrepancies tab

Field Description

Field Name	Description
Received Date	Displays the date on which the discrepancy has been identified and received by the host.
Description	Displays the description of discrepancy in the bill.
Status	Displays the whether the discrepancy is resolved or not as on date.
Resolved Date	Displays the resolved date if the discrepancy is resolved.

Field Name	Description
Approved Date	Displays the approved date of the discrepancy.

13.6 Swift Messages

These lists and displays list of all swift messages between both the parties.

1. Click **Swift Messages** tab.
   The **Swift Messages** tab appears in the **View Export Bill** screen.
   OR
   Click **Back**.
   The **View Export Bill** screen appears.
   OR
   Click **Cancel** to cancel the transaction.

View Export Bill – Swift Messages tab
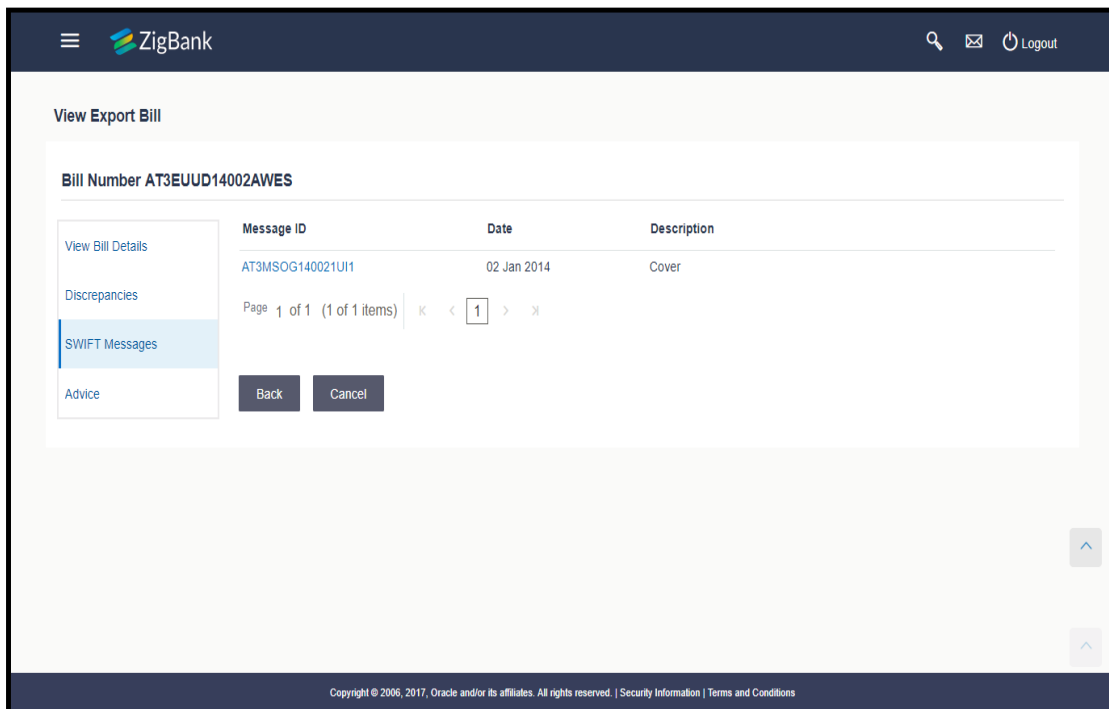
Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

13.6.1 Swift Messages Details
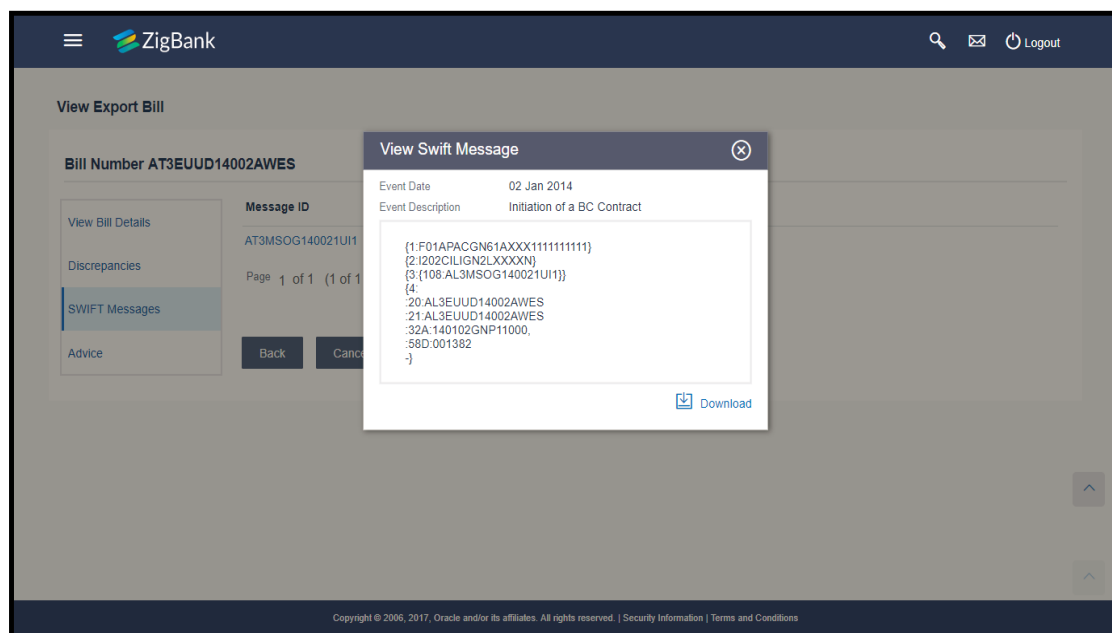
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.
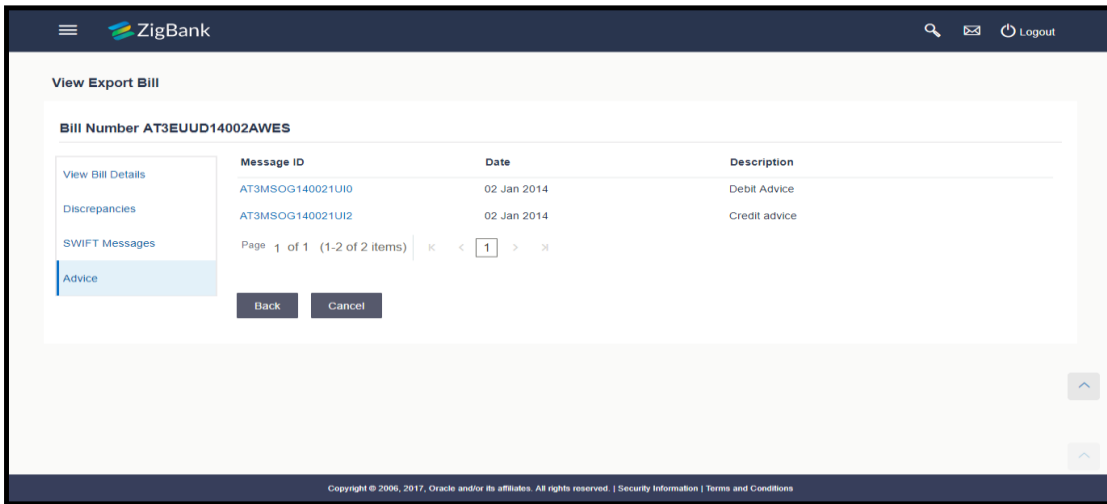
    c.   Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

    d.   Click ✖ to close the window.

13.7 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected export bill.

1.   Click **Advices** tab. The summary of all the Advices being exchanged.
OR
Click **Back**.
The **View Export Bill** screen appears.
OR
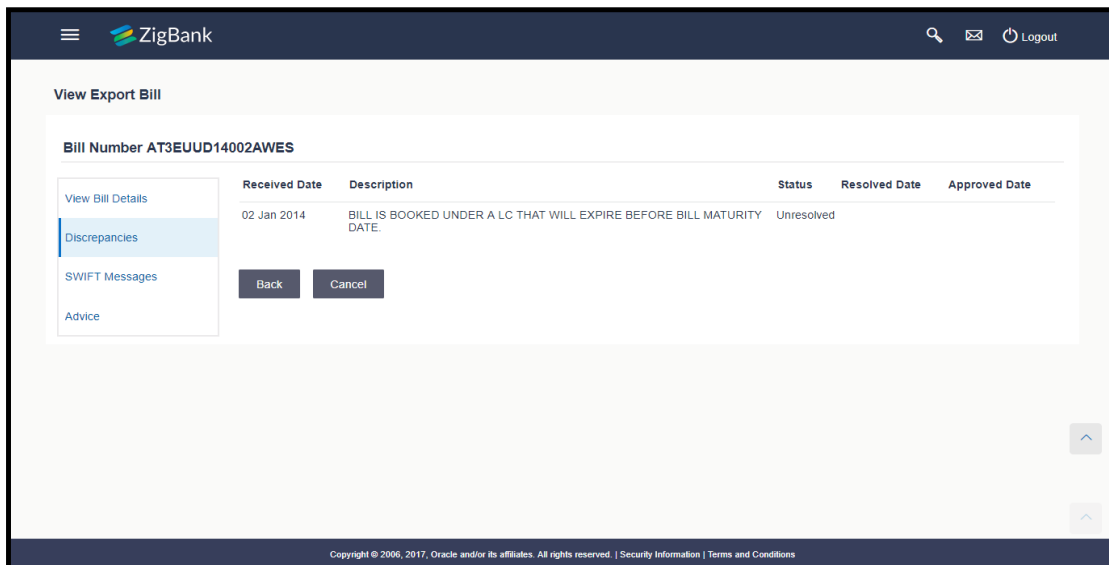Click **Cancel** to cancel the transaction.

View Export Bill - Advices

☰ ZigBank			🔍 ✉ ⏻ Logout

View Export Bill

Bill Number AT3EUUD14002AWES

	Message ID	Date	Description
View Bill Details	AT3MSOG140021UI0	02 Jan 2014	Debit Advice
Discrepancies	AT3MSOG140021UI2	02 Jan 2014	Credit advice
SWIFT Messages	Page 1 of 1 (1-2 of 2 items) ⏮ ‹ 1 › ⏭		
Advice			

Back   Cancel

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.

2. Click on the desired Message ID to view the respective advice details.
The advice detail appears in popup window along with the event date and description.

13.7.1   Advices Details

Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

c. Click ⭳ Download to download the SWIFT messages in selected format like PDF formats, if required.

d. Click ✖ to close the window.

1. Click **Back**.
The **View Export Bill** screen appears.
OR
Click **Cancel** to cancel the transaction.

__FAQs__

1. **Where can I see if my bill is linked to any LC?**

    On the top of the view screen, the linked LC number is provided. In case user wants to view more about LC, view LC module can be used.

2. **Why is approved date blank in discrepancies?**

    In cases where approvals for discrepancies are yet to be received, they remain blank.

    [Home](#)

14. Initiate Outward Guarantee under Oracle FLEXCUBE Universal Banking

Using this option, you can apply for an Outward Bank Guarantee (BG). For the BG application, you must enter the details under the five heads of the application available in this option viz. Parties, Commitment Details, Bank Instructions and Guarantee Advices and Attachments. The Outward Guarantee application goes through the "Maker-Checker" cycle and once it is authorized, the details are sent to the host system.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

Workflow
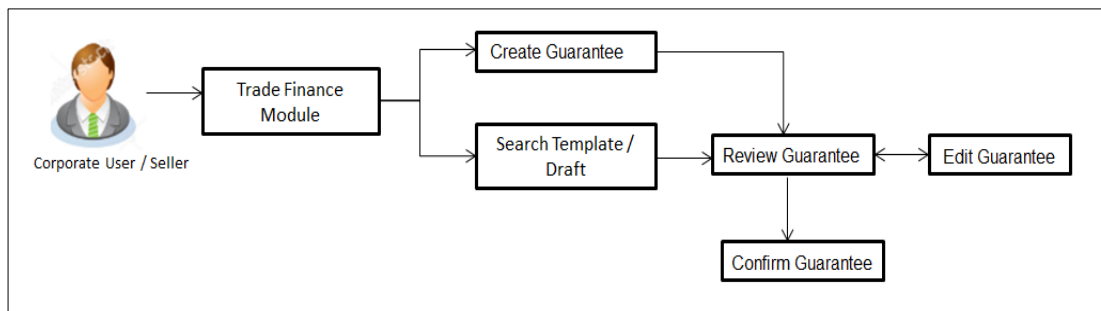
User has three options to initiate Collection

a. Using existing Templates

b. Using existing Drafts

c. Initiating Guarantee (New Application)

These are explained in detail underneath.

How to reach here:

Dashboard > Toggle menu > Trade Finance > Guarantee> View Outward Guarantee

14.1 Search Guarantee template

User can save guarantee application as a Template so that same can be used for creation of similar kind of collections, if required in future repeatedly. User can search the saved guarantee template using Template Name. Also, it has different access levels for user to save.

Note: Guarantee Application saved as **Template** can be re used any number of times for Guarantee Initiation.

To search the Guarantee template:

1. In the **Search** field, enter the template name.

2. Click 🔍 . The saved guarantee templates appears based on search criteria.

Guarantee Template - Search Result

Field Description

Field Name	Description
Search Result	
Template Name	The name using which template is stored and can be clicked to initiate a Guarantee application.
Beneficiary	The name of the beneficiary of the Outward Guarantee.
Product	The available banks guarantee products.
Created by	The name of the maker who created the template.
Last Updated	The latest updated date of the template.
Access Type	The type of access granted to template whether it is public or private.

3. Click **Initiate Outward Guarantee**. The **Initiate Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

14.2 Search Guarantee Drafts
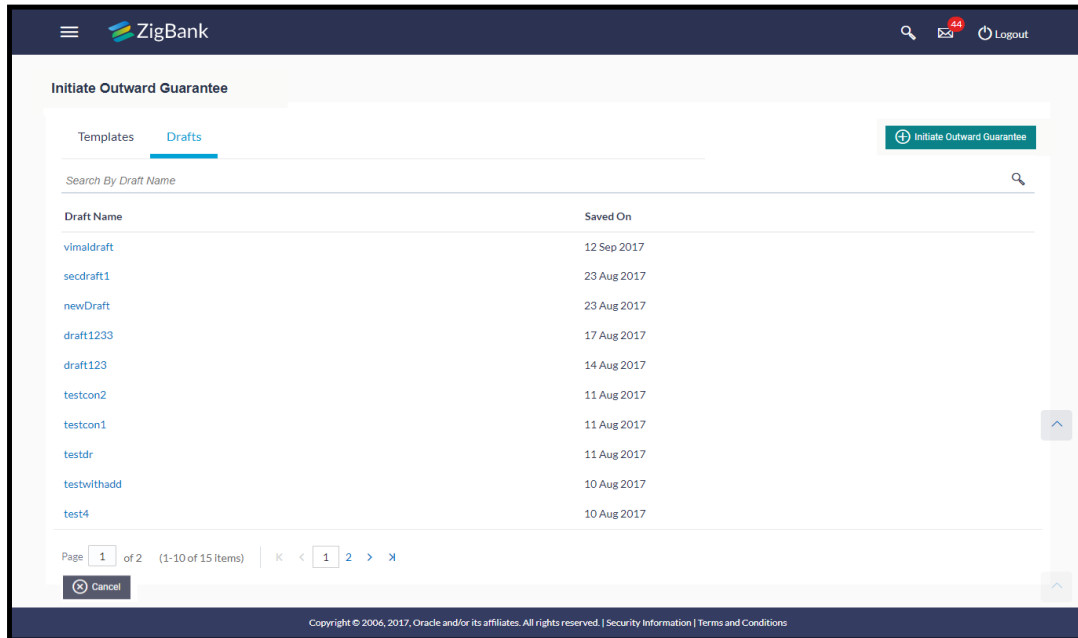
User can save Guarantee application as a Draft so that it can be used if required in future. User can search the saved Collection draft using Draft Name.

Note: Guarantee Application saved as **Draft** can be used only one time for Guarantee Application initiation.

To search the Guarantee draft:

1. In the **Search** field, enter the draft name.

2. Click 🔍 . The saved guarantee draft appears based on search criteria.

Guarantee Draft - Search Result

Field Description

Field Name	Description
Search Result	
Draft Name	The name of the Guarantee application saved as draft.
Saved On	The date on which the draft is saved.

3. Click **Initiate Outward Guarantee**. The **Initiate Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

14.3 Initiate an Outward Guarantee

Using this option, you can initiate an Outward Guarantee in the application.

To initiate bank guarantee application:

1.   Click **Initiate Outward Guarantee** on **Initiate Outward Guarantee** screen.

Outward Guarantee Details

Field Description

Field Name	Description
Party ID	The party ID of the customer which has access to creating guarantee.
Branch	The bank branch ID where the guarantee is to be made.
Applicant Details	
Applicant Name	The name of applying party.
Address	The address of applying party.
Country	The country of applying party.
Date of Application	Application date when bill has to be initiated.
Beneficiary Details	
Beneficiary Type	Indicates beneficiary party type. The options are: • Existing • New
Beneficiary Name	The name of beneficiary party.
Address	The address of beneficiary party. This field enabled only if the **New** option is selected in the **Beneficiary Type** field.
Country	The country of beneficiary party. This field enabled only if the **New** option is selected in the **Beneficiary Type** field.
Product Details	
Product	The product type as coming from Host.

Field Name	Description
Type of Guarantee	Indicates guarantee type.
	The options are:
	• Financial
	• Performance
Advising Bank Details	
SWIFT Code	The swift code of Drawee Bank.
Drawee Bank Name	The name of Bank who acts on behalf of Drawee.
Address	The address of Drawee Bank.
Country	The name of collecting Bank's country.

2. From the **Party ID** list, select the party for whom guarantee is to be initiated.

3. From the **Branch** list, select the appropriate option where the bill has been made.

4. From the **Beneficiary Type** list, select the appropriate option to select the beneficiary.

5. In the **Beneficiary Name** field in the **Beneficiary Details** section, enter the name of beneficiary party.

6. In the **Address** field in the **Beneficiary Details** section, enter the address of beneficiary party.

7. From the **Country** list in the **Beneficiary Details** section, select the appropriate option.

8. From the **Product** list, select the appropriate option.

9. From the **Type of Guarantee** list, select the appropriate option.

10. In the **Swift Code** field in the **Advising Bank Details** section, enter swift code of Drawee Bank.

11. Click **Verify** to verify the details.
    The Advising bank detail appears.
    OR
    Click **Reset** to cancel entered details.

12. Click **Continue** or click the **Commitment Details** tab.
    The **Commitment Details** tab appears in the **Initiate Outward Guarantee** screen.
    OR
    Click **Initiate Guarantee**. The transaction is saved and the **Initiate Outward Guarantee – Verify** screen appears.
    OR
    Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)

OR

Click **Back** to go back to previous screen.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

14.3.1 Initiate Outward Guarantee - Commitment Details tab

This tab includes the commitment details of the Outward Guarantee application.

Initiate Outward Guarantee - Commitment Details tab

Field Description

Field Name	Description
Beneficiary Contract Ref Number	The beneficiary's reference number for the Outward Guarantee contract.
Guarantee Amount	The currency and amount of the Outward Guarantee application.
Effective Date	The effective date of the Outward Guarantee.
Guarantee Expiry Date	The expiry date of the Outward Guarantee.

Field Name	Description
Closure Date	The closing date of the Outward Guarantee.
	Closure date must be after expiry date of the Outward Guarantee.
Place of Expiry	The place of expiry of the Outward Guarantee.

1. In the **Beneficiary Contract Ref Number** field, enter the beneficiary's reference number for the Outward Guarantee contract.

2. From the **Guarantee Amount** list, select the appropriate option.

3. In the **Guarantee Amount** field, enter the amount of the Outward Guarantee application.

4. In the **Effective Date** field, select the effective date of the Outward Guarantee.

5. In the **Closure Date** field, select the closing date of the Outward Guarantee.

6. In the **Guarantee Expiry Date** field, select the expiry date of the Outward Guarantee.

7. In the **Place of Expiry** field, enter the place of expiry of the Outward Guarantee.

8. Click **Continue** or click the **Bank Instructions** tab.
   The **Bank Instructions** tab appears in the **Initiate Outward Guarantee** screen.
   OR
   Click **Initiate Guarantee**. The transaction is saved and the **Initiate Outward Guarantee – Verify** screen appears.
   OR
   Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
   OR
   Click **Back** to go back to previous screen.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

14.3.2 Initiate Outward Guarantee - Bank Instructions tab

This tab includes the bank instruction details of the Outward Guarantee application.

Initiate Outward Guarantee - Bank Instructions tab

Field Description

Field Name	Description
Charges Account	The account from which charges for Guarantee are to be taken.
Instructions to the Bank (Not forming part of Guarantee)	The instruction which is provided by user to bank to be taken care of while creating Guarantee.

1. From the **Charges Account** list, select the appropriate option from which charges for Guarantee debited.

2. In the **Instructions to the Bank (Not forming part of Guarantee)** field, enter additional instructions that you want to give to the bank.

3. Click **Continue** or click the **Guarantee Advices** tab.
   The **Guarantee Advices** tab appears in the **Initiate Outward Guarantee** screen.

OR
Click **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

14.3.3   Initiate Outward Guarantee - Guarantee Advices tab

This tab includes the additional guarantee details. The lists in this tab are populated when you select the appropriate product from the Product list in the **Outward Guarantee Details** tab.

Initiate Outward Guarantee - Guarantee Advices tab

Field Description

Field Name	Description
Select	This is to select the conditions maintained in the bank application for guarantees.

Field Name	Description
Condition	The available condition which will be a part of Guarantee been made.
Description	The description of the selected condition.
Terms and conditions	This displays the terms and conditions applicable by Bank along with details of charges applicable.

1. In the **Selected** field, click to select the all available conditions.
   OR
   Select the required condition to be attached to the bank guarantee.

2. In the **Description** field, modify the description of the condition, if required:

3. From the **Instruction No** list, select the appropriate account from which charges are to be deducted.

4. Click **Continue** or click the **Attachments** tab.
   The **Attachments** tab appears in the **Initiate Outward Guarantee** screen.
   OR
   Click **Initiate Guarantee**. The transaction is saved and the **Initiate Outward Guarantee – Verify** screen appears.
   OR
   Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
   OR
   Click **Back** to go back to previous screen.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

14.3.4 Initiate Outward Guarantee - Attachments tab

Displays the list of documents presented to initiate the guarantee.

Initiate Outward Guarantee - Attachments tab

Field Description

Field Name	Description
Documents List	
Documents list have the list of documents.	
SR No	The serial number of the document attached record list.
Document Id	Displays the unique identification number for the attached document. Displays the link to download the attach document
Document Category	The category of the document uploaded.

Field Name	Description
Document Type	The type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
Remove	Allow user to remove the attached document.

1. The **Attach Documents** tab appears along with list of attached documents.

Note: Click to remove the attached document.

2. Click **Attach Document** to upload the document.
   The **Attach Document** popup window appears.

   e. From the **Document Category** select the appropriate option.

   f. From the **Document Type** select the appropriate option.

   g. In the **Remarks** field add notes for attaching documents.

   h. Click **Choose File** to browse and select the required document present on your computer.

3. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

4. Click **Initiate Guarantee**. The transaction is saved and the **Initiate Outward Guarantee – Verify** screen appears.
   OR
   Click **Save As,** system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
   OR
   Click **Back** to go back to previous screen.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

5. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.
   Verify the details, and click **Confirm**.
   OR
   Click **Edit All** to modify the fields for Guarantee Initiation.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

6. The success message initiation of Outward Guarantee appears along with the reference number. Click **OK** to complete the transaction.

14.4 Save As Template

User can save Outward Guarantee application as a Template so that same can be used for creation of similar Guarantee, if required in future. The application allows the template access as public or private if saved as template.

- Public: A template marked as 'Public are visible to all the users mapped to the Party ID of the user who created the template. All users mapped to the party will only be able to view and use whereas they will not be able to edit or delete template. Only the creator of the template is allowed to edit or delete the template.

- Private: A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use the template while initiating Guarantee and modify or delete such templates.

User can search the saved Outward Guarantee template by template name in search tab. The Outward Guarantee applications earlier saved as template can also be saved as draft while initiating an Outward Guarantee.

Note: User cannot save application with attached document as Template.

To save Guarantee application as template:

1. Enter the required details in Guarantee application.

2. Click **Save As** and then select **Template** option.

Save as Template

Field Description

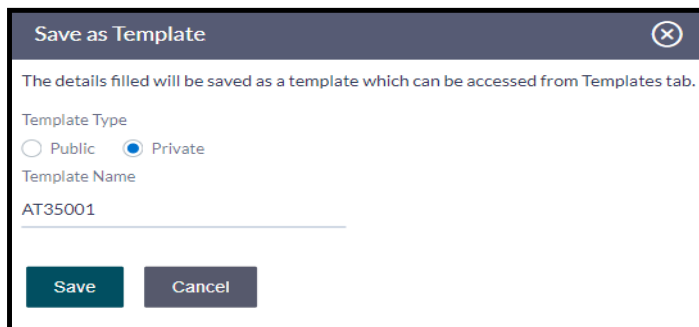| Field Name	Description
Template Type	Indicates the type of access for the template. The options are: • Public: A template marked as 'Public is visible to all the users mapped to the Party ID of the user who created the template. All such users will only be able to view and use whereas they will not be able to edit and delete template. Only the creator of the template is allowed to edit or delete the template. • Private: A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use while initiating Guarantee and modify or delete such template.
Template Name	Name of the template.

3. From the **Template Type** list, select the appropriate option.

4. In the **Template Name** field, enter the desired name for the template.

5. Click **Save** to save the template.
   The transaction details are saved as a template which can be access from the **Template** tab.
   OR
   Click **Cancel** to cancel the transaction.

14.5 Save As Draft

User can save Guarantee application as a Draft so that it can be used if required in future. It can be re used only one time for Guarantee Application initiation. User can search the saved Guarantee draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The Guarantee applications, which were saved as draft can also be saved as template after adding all other necessary fields.

Note: User cannot save application with attached document as Draft.

To save Guarantee application as draft:

1. Enter the required details in Guarantee application.

2. Click **Save As**, and then select **Draft** option.

Save as Draft

Field Description

Field Name	Description
Draft Name	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.

4. Click **Save** to save the draft.
   The transaction details are saved as a draft which can be access from the **Draft** tab.
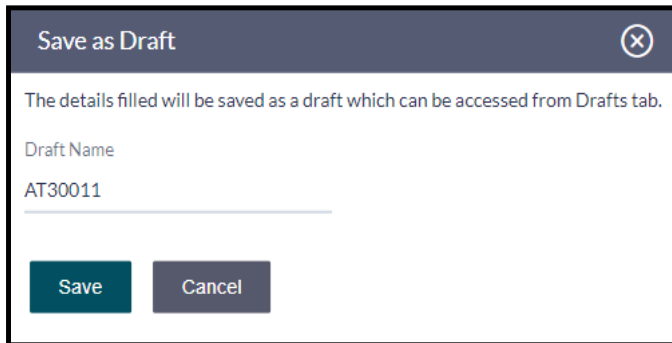   OR
   Click **Cancel** to cancel the transaction.

15. View Outward Guarantee under Oracle FLEXCUBE Core Banking

Using this option, you can view existing outward guarantees in the application.
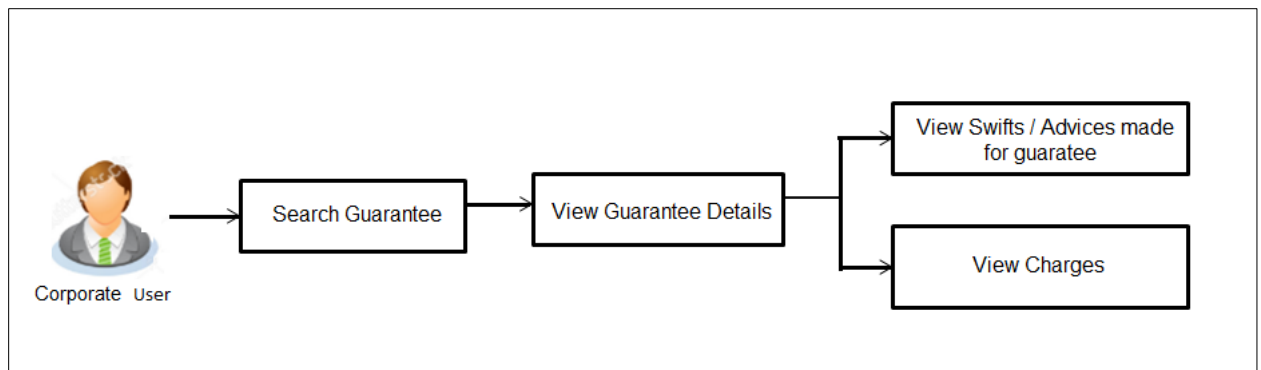
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A bank guarantee enables user to show more credibility while doing business.

Guarantees can be initiated in the system using the Initiate Guarantee option. This option allows you to search for guarantees based on a certain search criterion. It allows you to view a list of bank guarantees (also called Outward Guarantee) for the selected customer. Details of an individual guarantee can be viewed and exported in various formats.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

- At least a single Outward Guarantee should exist for the party ID and party must having view rights for it

Workflow

How to reach here:

Dashboard > Toggle menu > Trade Finance > Guarantee > View Outward Guarantee

To view outward guarantee:

1. The **View Outward Guarantee** screen appears.

View Outward Guarantee - Search

Field Description

Field Name	Description
Applicant Name	The name of the applicant of the Outward Guarantee.
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Outward Guarantee Number	The Outward Guarantee number.
Customer Reference Number	The applicant's reference number for the Outward Guarantee contract.
Outward Guarantee Status	The status of the Outward Guarantee. The options are: • Active • Hold • Cancelled • Reversed

Field Name	Description
Outward Guarantee Amount From	The start of the amount range used for searching the Outward Guarantee.
Outward Guarantee Amount To	The end of the amount range used for searching the Outward Guarantee.

2. From the **Applicant Name** list, select the appropriate option.

3. Click **Search**.
   The **View Outward Guarantee** screen appears with the search results.
   OR
   Click **Reset** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4. Click [Download icon] **Download** to download all or selected columns in the outward guarantee details list. You can download the list in PDF formats.

View Outward Guarantee – Search Result

Field Description

Field Name	Description
Guarantee Number	The Outward Guarantee number. Displays the link to view details of the Outward Guarantee.
Beneficiary Name	Displays the name of the beneficiary of the Outward Guarantee.
Issue Date	Displays the issue date of the Outward Guarantee.
Date Of Expiry	Displays the expiry date of the Outward Guarantee.
Guarantee Status	Displays the status of the Outward Guarantee.
Guarantee Amount	Displays the amount of the Outward Guarantee.
Outstanding Guarantee Amount	Displays the undrawn amount of the Outward Guarantee.

5. Click the required link in the **Guarantee Number** column.
   The **View Outward Guarantee** screen appears with the details of the selected outward guarantee.
   By default, the **Outward Guarantee Details** tab appears.

6. Click **Outward Guarantee Details** tab.

15.1 Outward Guarantee Details

View Outward Guarantee – Outward Guarantee Details

Field Description

Field Name	Description
Party ID	Displays the party ID of the customer which has access to creating guarantee.
Branch	Displays the bank branch ID where the guarantee was made.
Applicant Details	
Applicant Name	Displays the name of applying party.

Field Name	Description
Address	Displays the address of applying party.
Country	Displays the country of applying party.
Date of Application	Displays the application date when bill has been initiated.
Beneficiary Details	
Beneficiary Name	Displays the name of beneficiary party.
Address	Displays the address of beneficiary party.
Country	Displays the country of beneficiary party.
Product Details	
Product	Displays the product type as coming from Host.
Type of Guarantee	Displays the guarantee type. The options are: • Financial • Performance
Advising Bank Details	
SWIFT Code	Displays the swift code of Drawee Bank.
Drawee Bank Name	Displays the name of Bank who acts on behalf of Drawee.
Address	Displays the address of Drawee Bank.
Country	Displays the name of collecting Bank's country.

15.2 Commitment Details

1. Click **Commitment Details** tab.
   The **Commitment** details appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee – Commitment Details Tab

Field Description

Field Name	Description
Beneficiary Contract Ref No	Displays the beneficiary's reference number of the Outward Guarantee.
Effective Date	Displays the effective date of the Outward Guarantee
Closure Date	Displays the closing date of the Outward Guarantee. Closure date must be after expiry date of the Outward Guarantee.
Guarantee Amount	Displays the currency and amount of the Outward Guarantee application.

Field Name	Description
Guarantee Expiry Date	Displays the expiry date of the Outward Guarantee.
Place of Expiry	Displays the place of expiry of the Outward Guarantee.

15.3 Bank Instructions

This tab includes the bank instruction details of the Outward Guarantee application.

1. Click **Bank Instructions** tab.
   The **Bank Instructions** details appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Bank Guarantee – Bank Instructions tab

Field Description

Field Name	Description
Remarks	Displays the instruction which is provided by user to bank to be taken care of while creating Guarantee.

15.4 Guarantee Advices

This tab includes the additional guarantee details. The lists in this tab are populated as per the selected product in the **Product** list in the **Outward Guarantee Details** tab.

1. Click **Guarantee Advices** tab.
   The **Guarantee Advices** details appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee - Guarantee Advices tab

Field Description

Field Name	Description
Condition	The available condition which will be a part of Guarantee been made.
Description	The description of the selected condition.

15.5 Charges

This tab lists charges for the Outward Guarantee.

1. Click **Charges** tab to view list of commissions and charges for the Outward Bank Guarantee.
   The **Charges** detail appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee – Charges tab

Field Description

Field Name	Description
Commission	Displays the commission charges in terms of percentage for the issued Guarantee.
Percentage	Displays the percentage of Guarantee amount charged as commission.
Amount	Displays the amount charged as commission.

Field Name	Description
Total Commission	Displays the total amount of commission paid.
Charges	Displays the reason of charges levied for Various Guarantee related processes.
Account	Displays the account number for levying Cancellation Charges / Advice Charges.
Amount	Displays the amount charged for the various processes.
Total	Displays the total charges applicable.

15.6 Swift Messages

This tab lists and displays list of all swift messages exchanged between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Outward Guarantee.

1. Click **Swift Messages** tab.
   The summary of all the all swift messages between both the parties appears.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee – Swift Messages tab

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

15.6.2 Swift Message Details
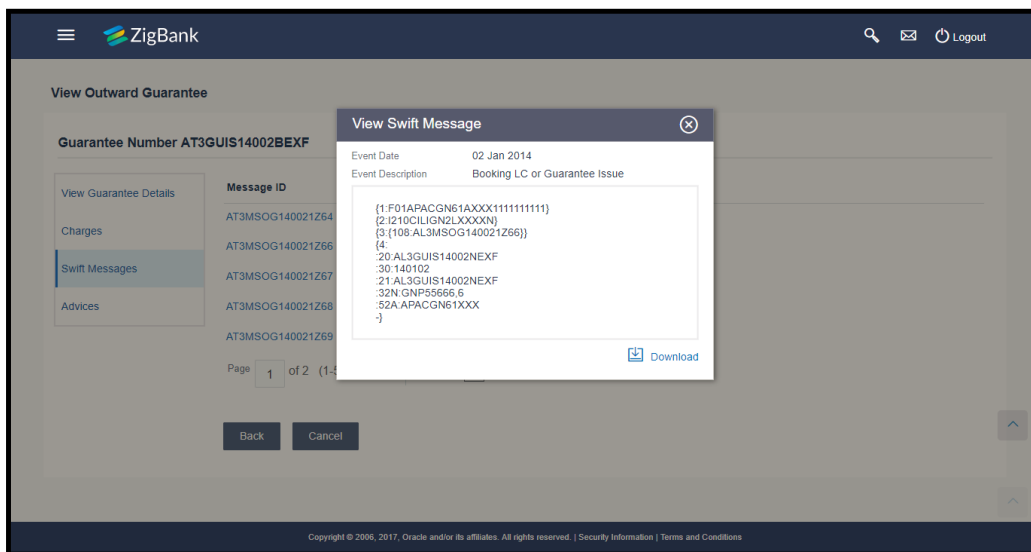
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click ⬇ **Download** to download the SWIFT messages in selected format like PDF formats, if required.
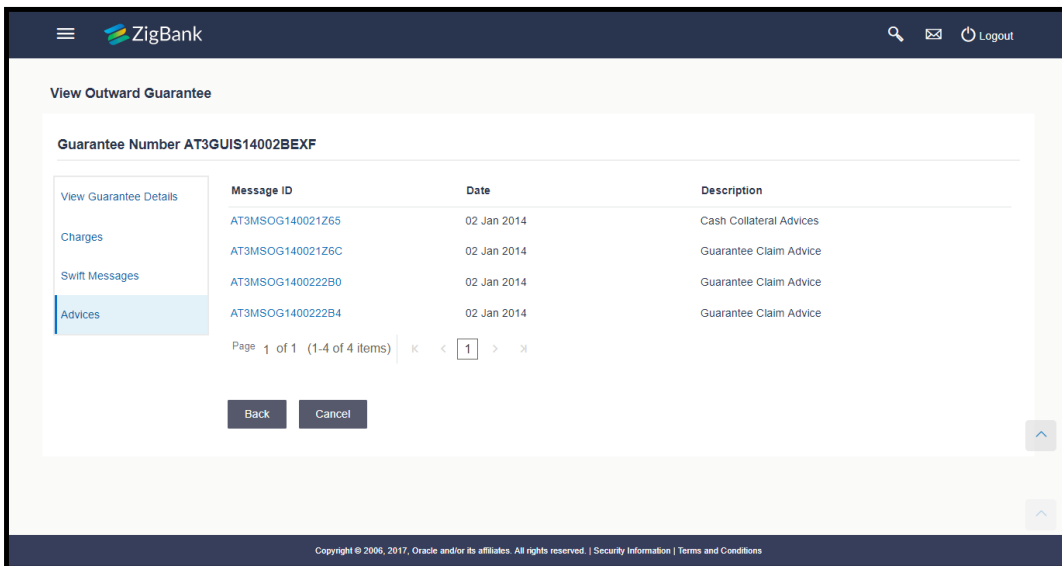
b. Click ✖ to close the window.

15.7 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected outward Guarantee.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee - Advices Tab

2. Click on the desired Message ID to view the respective advice details.
   The advice detail appears in popup window along with the event date and description.

15.7.2 Advice Details
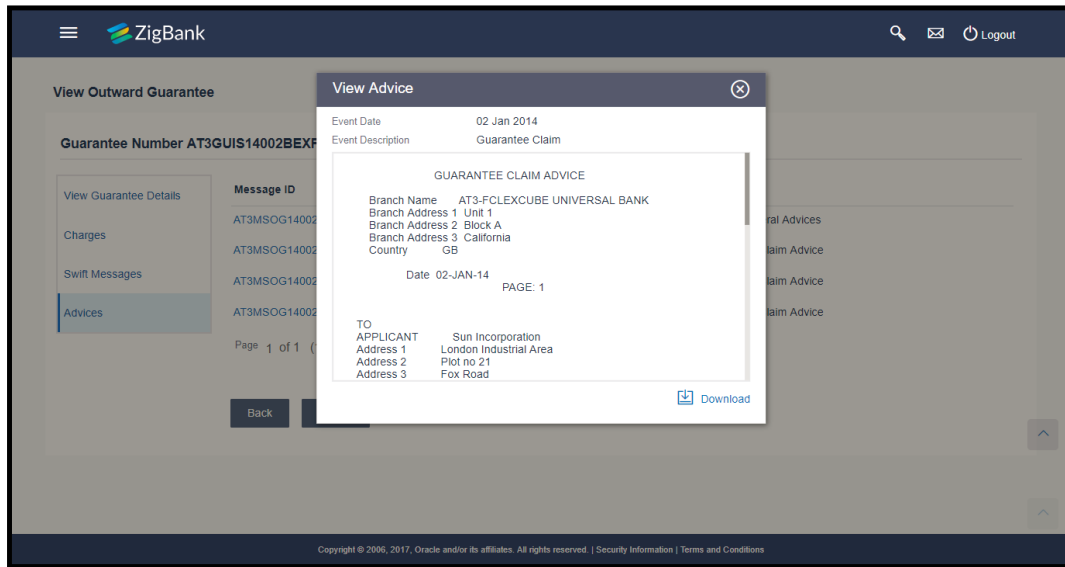
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

a. Click **⬇ Download** to download the SWIFT messages in selected format like PDF formats, if required.

b. Click **✖** to close the window.

3. Click **Back**.
The **View Outward Guarantee** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

[Home](#)

16. View Outward Guarantee under Oracle FLEXCUBE Universal Banking

Using this option, you can view existing outward guarantees in the application.

A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A bank guarantee enables user to show more credibility while doing business.

Guarantees can be initiated in the system using the Initiate Guarantee option. This option allows you to search for guarantees based on a certain search criterion. It allows you to view a list of bank guarantees (also called Outward Guarantee) for the selected customer. Details of an individual guarantee can be viewed and exported in various formats.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

- At least a single Outward Guarantee should exist for the party ID and party must having view rights for it

Workflow

 How to reach here:

Dashboard > Toggle menu > Trade Finance > Guarantee > View Outward Guarantee

To view outward guarantee:

1. The **View Outward Guarantee** screen appears.

View Outward Guarantee - Search

Field Description

Field Name	Description
Applicant Name	The name of the applicant of the Outward Guarantee.
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Outward Guarantee Number	The Outward Guarantee number.
Customer Reference Number	The applicant's reference number for the Outward Guarantee contract.
Outward Guarantee Status	The status of the Outward Guarantee. The options are: • Active • Hold • Cancelled • Reversed

Field Name	Description
Outward Guarantee Amount From	The start of the amount range used for searching the Outward Guarantee.
Outward Guarantee Amount To	The end of the amount range used for searching the Outward Guarantee.

2. From the **Applicant Name** list, select the appropriate option.

3. Click **Search**.
    The **View Outward Guarantee** screen appears with the search results.
    OR
    Click **Reset** to reset the search criteria.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

4. Click ⬇ Download to download all or selected columns in the outward guarantee details list. You can download the list in PDF formats.

View Outward Guarantee – Search Result

Field Description

Field Name	Description
Guarantee Number	The Outward Guarantee number. Displays the link to view details of the Outward Guarantee.
Beneficiary Name	Displays the name of the beneficiary of the Outward Guarantee.
Issue Date	Displays the issue date of the Outward Guarantee.
Date Of Expiry	Displays the expiry date of the Outward Guarantee.
Guarantee Status	Displays the status of the Outward Guarantee.
Guarantee Amount	Displays the amount of the Outward Guarantee.
Outstanding Guarantee Amount	Displays the undrawn amount of the Outward Guarantee.

5. Click the required link in the **Guarantee Number** column.
   The **View Outward Guarantee** screen appears with the details of the selected outward guarantee.
   By default, the **Outward Guarantee Details** tab appears.

6. Click **Outward Guarantee Details** tab.

16.2 Outward Guarantee Details

View Outward Guarantee – Outward Guarantee Details

Field Description

Field Name	Description
Party ID	Displays the party ID of the customer which has access to creating guarantee.
Branch	Displays the bank branch ID where the guarantee was made.

Field Name	Description
Applicant Details	
Applicant Name	Displays the name of applying party.
Address	Displays the address of applying party.
Country	Displays the country of applying party.
Date of Application	Displays the application date when bill has been initiated.
Beneficiary Details	
Beneficiary Name	Displays the name of beneficiary party.
Address	Displays the address of beneficiary party.
Country	Displays the country of beneficiary party.
Product Details	
Product	Displays the product type as coming from Host.
Type of Guarantee	Displays the guarantee type. The options are: • Financial • Performance
Advising Bank Details	
SWIFT Code	Displays the swift code of Drawee Bank.
Drawee Bank Name	Displays the name of Bank who acts on behalf of Drawee.
Address	Displays the address of Drawee Bank.
Country	Displays the name of collecting Bank's country.

16.3 Commitment Details

1. Click **Commitment Details** tab.
   The **Commitment** details appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee – Commitment Details Tab

Field Description

Field Name	Description
Beneficiary Contract Ref No	Displays the beneficiary's reference number of the Outward Guarantee.
Effective Date	Displays the effective date of the Outward Guarantee
Closure Date	Displays the closing date of the Outward Guarantee. Closure date must be after expiry date of the Outward Guarantee.

Field Name	Description
Guarantee Amount	Displays the currency and amount of the Outward Guarantee application.
Guarantee Expiry Date	Displays the expiry date of the Outward Guarantee.
Place of Expiry	Displays the place of expiry of the Outward Guarantee.

16.4 Bank Instructions

This tab includes the bank instruction details of the Outward Guarantee application.

1. Click **Bank Instructions** tab.
   The **Bank Instructions** details appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Bank Guarantee – Bank Instructions tab

Field Description

Field Name	Description
Remarks	Displays the instruction which is provided by user to bank to be taken care of while creating Guarantee.

16.5 Guarantee Advices

This tab includes the additional guarantee details. The lists in this tab are populated as per the selected product in the **Product** list in the **Outward Guarantee Details** tab.

1. Click **Guarantee Advices** tab.
    The **Guarantee Advices** details appears in the **View Outward Guarantee** screen.
    OR
    Click **Back**.
    The **View Outward Guarantee** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee - Guarantee Advices tab

Field Description

Field Name	Description
Condition	The available condition which will be a part of Guarantee been made.
Description	The description of the selected condition.

16.6 Amendments

This tab displays the amendments done for the Outward Guarantee. Also one can initiate a new amendment request.

1. Click **Amendments** tab to view amendment details for the Outward Guarantee.
    The **Amendments** detail appears in the **View Outward Guarantee** screen.
    OR
    Click **Back**.
    The **View Outward Guarantee** screen appears.
    OR
    Click **Cancel** to cancel the transaction, The **Dashboard** appears.

16.6.1   Initiate Amendment

To initiate amendment:

1. Click **Initiate Amendment**. The **Initiate Outward Guarantee Amendment** screen appears.

    a. Update the details in editable fields as required.

    b. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

    c. Click **Amend** to initiate the amendment.
        OR
        Click **Back**.
        The **View Outward Guarantee** screen appears.
        OR
        Click **Cancel** to cancel the transaction, The **Dashboard** appears.

    d. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.
        Verify the details, and click **Confirm**.
        OR
        Click **Edit All** to modify all the fields for Amendment Initiation.
        OR
        Click **Back** to go to previous screen.
        OR
        Click **Cancel** to cancel the transaction, The **Dashboard** appears.

e. The success message for initiation of guarantee amendment appears along with the reference number.

f. Click **Go To Dashboard** to go to dashboard.

Initiate Amendment

2. The list of amendments is listed on screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

16.6.2 View Amendment

This tab displays the amendments done to the guarantee.

View Outward Bank Guarantee - List of Amendments tab
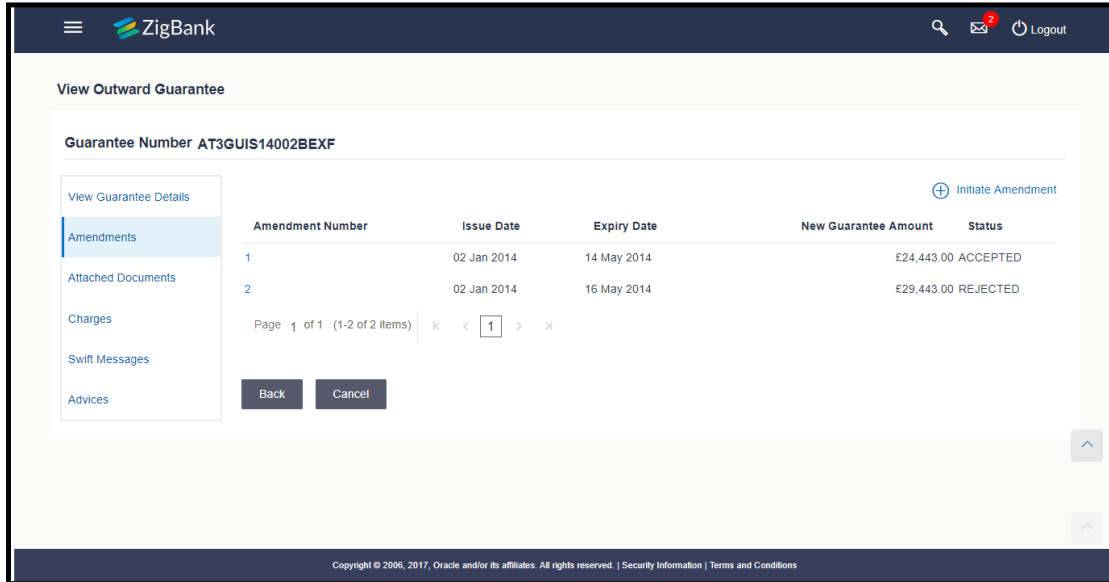
Field Description

Field Name	Description
Amendment No.	Displays the amendment number of the Outward Guarantee.
	Displays the link to view details of the Outward Guarantee amendment.
Issue Date	Displays the issue date of the Outward Guarantee.
New Expiry Date	Displays the modified expiry date of the Outward Guarantee.
New Outward Guarantee amount	Displays the modified amount of the Outward Guarantee.

1. Click the required link in the **Amendment No** column.
   The **Issued Amendments** screen appears for the selected outward guarantee amendment.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.

OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

16.6.3 View Amendment Details

This screen allows the user to view the details of the amendment done under selected Outward Bank Guarantee.

Amendments Details

a. Click ✖ to close the window.
The **View Outward Guarantee** screen appears.

16.7 Attached Documents

This tab allows you to attach documents required for the outward guarantee contract. You can also view the list of all documents uploaded by you.

1. Click **Attached Documents** tab to view the list of all documents uploaded or to attach document.
   The **Attached Documents** detail appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

16.7.1 To Attach Documents

1. Click **Attach Document** to upload the document.
   The **Attach Document** popup window appears.

View Outward Guarantee – Attach Documents popup
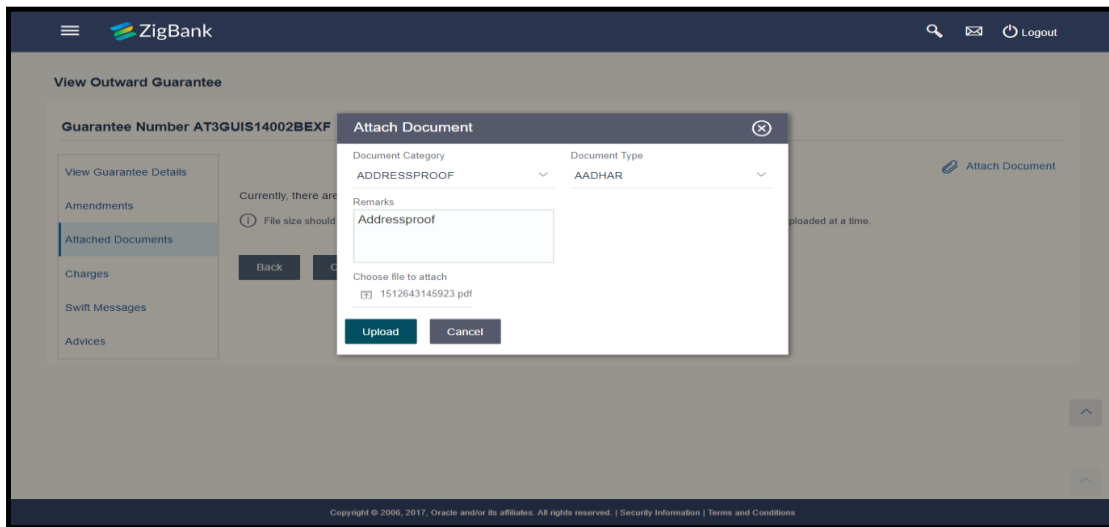
Field Description

Field Name	Description
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded for the selected category.
Remarks	The notes added, if any for attaching the document.

Field Name	Description
Choose File to attach	Browse the file to be attached.

> Note: File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

2. From the **Document Category** select the appropriate option.

3. From the **Document Type** select the appropriate option.

4. In the **Remarks** field add notes for attaching documents.

5. Click **Choose File** to browse and select the required document present on your computer.

6. Click **Upload** to upload document. The **Attached Documents** tab appears along with list of attached documents.
    OR
    Click **Cancel** to cancel the transaction.

7. Click **Submit** to attach supporting documents.
    OR
    Click **Back** to go back to previous screen.
    OR
    Click **Cancel** to cancel the transaction. The **Dashboard** appears.

16.7.2 View Attached Documents

View Outward Guarantee – Attached Documents tab

Field Description

Field Name	Description
Sr No	The serial number of the attach document records.
Document Id	Displays the unique identification number for the attached document.
	Displays the link to download the attach document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.

1. Click the required link in the **Document ID** column to download the attach document.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

16.8 Charges

This tab lists charges for the Outward Guarantee.

1. Click **Charges** tab to view list of commissions and charges for the Outward Bank Guarantee.
   The **Charges** detail appears in the **View Outward Guarantee** screen.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee – Charges tab

Field Description

Field Name	Description
Commission	Displays the commission charges in terms of percentage for the issued Guarantee.
Percentage	Displays the percentage of Guarantee amount charged as commission.
Amount	Displays the amount charged as commission.
Total Commission	Displays the total amount of commission paid.
Charges	Displays the reason of charges levied for Various Guarantee related processes.
Account	Displays the account number for levying Cancellation Charges / Advice Charges.
Amount	Displays the amount charged for the various processes.
Total	Displays the total charges applicable.

16.9 Swift Messages

This tab lists and displays list of all swift messages exchanged between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Outward Guarantee.

1. Click **Swift Messages** tab.
   The summary of all the all swift messages between both the parties appears.
   OR
   Click **Back**.
   The **View Outward Guarantee** screen appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee – Swift Messages tab

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The swift message detailed description.

2. Click on the desired Message ID to view the respective Swift details.
   The Swift detail appears in popup window along with the event date and description.

16.9.1 Swift Message Details
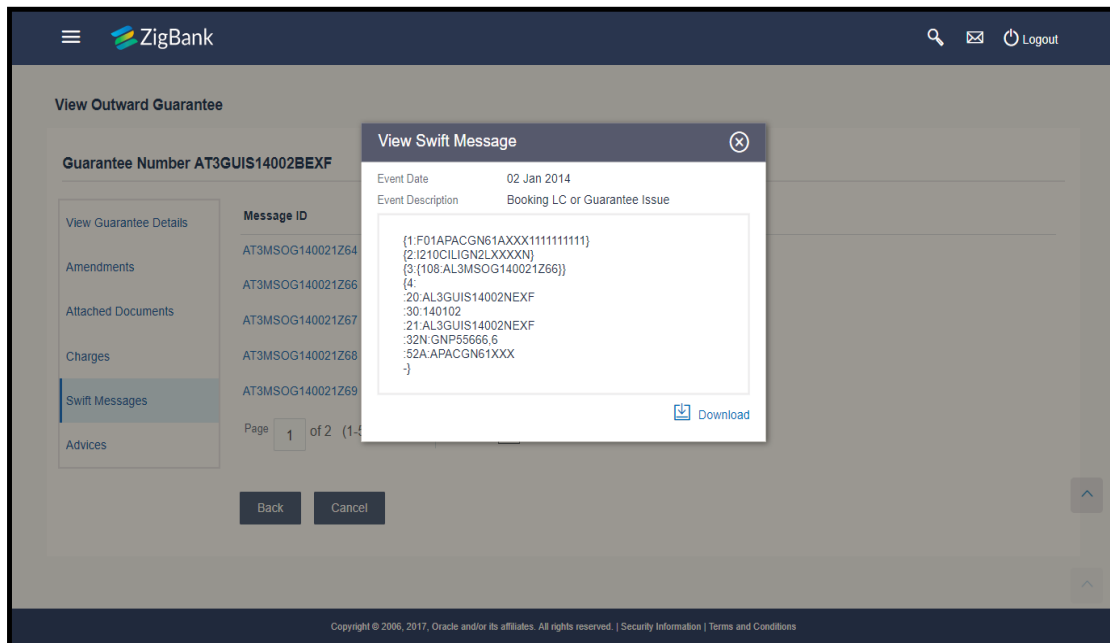
Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the swift message.

a. Click **Download** to download the SWIFT messages in selected format like PDF formats, if required.

b. Click ✖ to close the window.

16.10   Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected outward Guarantee.

1. Click **Advices** tab. The summary of all the Advices being exchanged.
   OR

Click **Back**.
The **View Outward Guarantee** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

View Outward Guarantee - Advices Tab

2. Click on the desired Message ID to view the respective advice details.
The advice detail appears in popup window along with the event date and description.

16.10.1 Advice Details

Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

g. Click ⬇ Download to download the SWIFT messages in selected format like PDF formats, if required.

h. Click ✖ to close the window.

1. Click **Back**.
The **View Outward Guarantee** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

Home

17. Customer Acceptance under Oracle FLEXCUBE Core Banking

Using this option, user can accept or reject export amendments under Letters of Credit and send for further action to bank.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

How to reach here:

Dashboard > Toggle menu > Trade Finance > Customer Acceptance

17.1 Search Export LC Amendment

User can search export amendments under Letters of Credit using various parameters like Beneficiary Name, LC Number, and Applicant Name etc.

To search export LC amendments:

1. Select the **Export LC Amendment** option.

2. Enter the search criteria, if required

3. Click **Search**
   The **Customer Acceptance** screen appears with the search results.
   OR
   Click **Clear** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction.

Customer Acceptance - Export LC Amendment Search Result

Field Description

Field Name	Description
Search	
Beneficiary Name	The name of the beneficiary of the export LC.
LC Number	The export LC number for which amendment request is received.
Applicant Name	The name of the applicant of the advised LC.
Search Result	
Amendment Number	The amendment number of the LC.
Product Name	The product of the LC for which amendment acceptance is required.
Applicant Name	The name of the LC applicant.

Field Name	Description
LC Number	The LC number against which amendment acceptance is required.
LC Amount	The LC amount.

17.2 Initiate customer acceptance for export LC amendments

Using this option, you can accept / reject export LC amendments. The amended value comes on the screen and the previous value is shown beneath the same field in red.

Workflow

To initiate customer acceptance for export LC amendment:

1.   Select the **Export LC Amendment** option in the **Customer Acceptance** screen.

2.   Enter the search criteria, if required.

3.   Click **Search**.
     The **Customer Acceptance** screen appears with the search result.

4.   Click the required link in the **Amendment Number** column.
     The **Customer Acceptance** screen appears with the export amendment details.

Customer Acceptance - Export LC Amendment Details

ZigBank

Customer Acceptance

LC Number AT3ELAC14002AN5K [Amendment Number:1]

⊘ General

Party ID
***382

Branch
AT3-FCLEXCUBE UNIVERSAL BANK

Applicant Details

Beneficiary Details

Applicant Name
Sun Inc

Beneficiary Name
Ryan Incorporation

Address
London Industrial Area
Plot no 21
Fox Road

Address
London Industrial Area
Plot no 23
Fox Road

Country
GREAT BRITAIN

Country
UNITED KINGDOM

Date of Application
02 Jan 2014

Product Details

LC Amount Details

Product
Export LC Usance Non Revolving

LC Amount
£313,333.00

Revolving
No

Tolerance
Under(-) 10 %   Above(+) 10 %

Transferable
No

Total Exposure
£344,666.30

Date of Expiry
02 Apr 2014

Credit Available By
Negotiation

Place of Expiry
delhi

Credit Available With
CITIDK44
CITIDK44
BANGALORE
DK

Drafts

No

⊘ Shipment

Partial Shipment
Allowed

Transshipment
Allowed

Latest Date for Shipment

Shipment Period

⊘ Instructions

Issuing Bank

Charges Borne By
Applicant

Remarks

Narrative

[Accept] [Reject] [Back] [Cancel]

Field Description

Field Name	Description
Party Id	The both primary and secondary party IDs in the application.
Branch	The bank branch where you want to create the LC contract.
Applicant Details	
Applicant Name	Displays the LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The current date as the date of LC application.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Import LC product under which you want to create the Import Letter of Credit.
Revolving	Indicates whether the LC is revolving or not. The options are: - Yes - No
Revolving Type	The Indicates revolving type. The options are: - Value: LC revolves in value. - Time : LC revolves in time

Field Name	Description
Repeat Frequency	The time duration of revolving frequency The options are: • Days • Month This field is enabled if the **Time** option is selected in **Revolving Type** list.
Cumulative	Displays whether the frequency is cumulative for the LC. If it is cumulative then unused amount of previous LC would be added and available for the new LCs. The options are: • Yes • No
Auto Reinstatement	This states that reinstatement will happen automatically, if not chosen it has to be done manually if required. The options are: • Yes • No
Transferable	Indicates whether the LC is transferable or not. The options are: • Yes • No
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
LC Amount Details	
LC Amount	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
Tolerance	The level of tolerance on the LC amount to created and would be honored in case of any minor fluctuations in amount.

Field Name	Description
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment
Credit Available With	Indicates the details of Bank where credit would become available. It is captured by Bank's Swift code.
Drafts	The drafts are associated with the LC application. Displays the draft amount for the LC.

Drafts section

This section appears if you click **Add** to add drafts to the LC application.

Field Name	Description
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted. The options are: • Invoice Date • B/L Date • Others
Draft Amount	The various drafts amount for the LC application.

Field Name	Description
Drawee Bank	The drawee bank of the LC.

5. Click **Accept** to accept the amendment.
   OR
   Click **Reject** to reject the amendment.
   OR
   Click **Back**. The **Customer Acceptance** screen with search result appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

6. The success message initiation of customer acceptance appears along with the reference number.

7. Click **Go to Dashboard,** to navigate to the dashboard.

[Home](#)

18. Customer Acceptance under Oracle FLEXCUBE Universal Banking

Using this option, user can accept or reject both discrepancies in import bills or export amendments under Letters of Credit and send for further action to bank.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

How to reach here:

Dashboard > Toggle menu > Trade Finance > Customer Acceptance

18.1 Search Discrepancy

User can search discrepancies in import bills under Letters of Credit using various parameters like Drawee, Bill Reference Number, and Drawer etc.

To search discrepancies in import bills:

1. Select the **Bill Discrepancy** option.

2. Enter the search criteria, if required

3. Click **Search**
   The **Customer Acceptance** screen appears with the search results.
   OR
   Click **Reset** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction.

Customer Acceptance - Bill Discrepancy Search Result

Field Description

Field Name	Description
Search	
Drawee	The name of person who is uploading bills to be settled. He is the receiver of bill.
Bill Reference Number	The Import Bill reference number.
Drawer	The name of the drawer under the bill.
Search Result	
Bill Reference Number	The Import Bill reference number. Displays the link to view the import bill details.
Product Name	The product of the import bill.
Drawer	The name of the drawer of the import bill.
LC Number	The LC number attached to the bill.

Field Name	Description
Bill Amount	The import bill amount.

18.2 Search Export LC Amendment

User can search export amendments under Letters of Credit using various parameters like Beneficiary Name, LC Number, and Applicant Name etc.

To search export LC amendments:

1. Select the **Export LC Amendment** option.

2. Enter the search criteria, if required

3. Click **Search**
   The **Customer Acceptance** screen appears with the search results.
   OR
   Click **Clear** to reset the search criteria.
   OR
   Click **Cancel** to cancel the transaction.

Customer Acceptance - Export LC Amendment Search Result

Field Description

Field Name	Description
Search	
Beneficiary Name	The name of the beneficiary of the export LC.
LC Number	The export LC number for which amendment request is received.
Applicant Name	The name of the applicant of the advised LC.
Search Result	
Amendment Number	The amendment number of the LC.
Product Name	The product of the LC for which amendment acceptance is required.
Applicant Name	The name of the LC applicant.
LC Number	The LC number against which amendment acceptance is required.
LC Amount	The LC amount.

18.3 Initiate customer acceptance for discrepancy

Using this option, you can accept discrepancies in import bills for further action from Bank or reject it.

Workflow
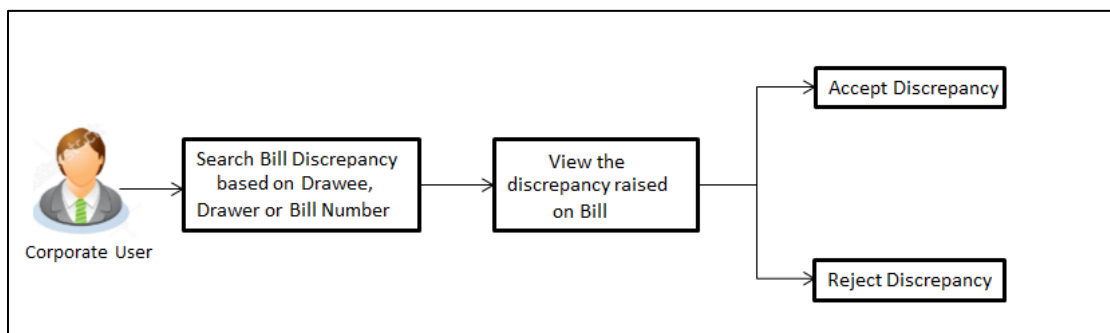
To initiate customer acceptance for discrepancy:

1.   Select the **Bill Discrepancy** option in the **Customer Acceptance** screen.

2.   Enter the search criteria, if required.

3.   Click **Search**.
     The **Customer Acceptance** screen appears with the search result.

4.   Click the required link in the **Bill Reference Number** column.
     The **Customer Acceptance** screen appears with the discrepancy details.

Customer Acceptance - Discrepancy Details

Field Description

Field Name	Description
Sr No.	The serial number of the discrepancy records.
Description	The reason for raising the discrepancy.
Received Date	Displays date on which the discrepancy has been identified and received.

Field Name	Description
Resolved Date	Displays the date when the resolution to discrepancy was provided.
Resolution	The resolution status of the discrepancy. The options are: • Accept • Reject

5. From the **Resolution** list, select the appropriate option.

6. Click **Initiate**. The transaction accepted / rejected based on input.
   OR
   Click **Back**. The **Customer Acceptance** screen with search result appears.
   OR
   Click **Cancel** to cancel the transaction, The **Dashboard** appears.

7. The success message initiation of customer acceptance appears.

8. Click **Go to Dashboard**, to navigate to the dashboard.

18.4 Initiate customer acceptance for export LC amendments

Using this option, you can accept / reject export LC amendments. The amended value comes on the screen and the previous value is shown beneath the same field in red.

Workflow

To initiate customer acceptance for export LC amendment:

1. Select the **Export LC Amendment** option in the **Customer Acceptance** screen.

2. Enter the search criteria, if required.

3. Click **Search**.
   The **Customer Acceptance** screen appears with the search result.

4. Click the required link in the **Amendment Number** column.
    The **Customer Acceptance** screen appears with the export amendment details.

Customer Acceptance - Export LC Amendment Details

Field Description

Field Name	Description
Party Id	The both primary and secondary party IDs in the application.
Branch	The bank branch where you want to create the LC contract.
Applicant Details	
Applicant Name	Displays the LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The current date as the date of LC application.
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Import LC product under which you want to create the Import Letter of Credit.
Revolving	Indicates whether the LC is revolving or not. The options are: - Yes - No
Revolving Type	The Indicates revolving type. The options are: - Value: LC revolves in value. - Time : LC revolves in time

Field Name	Description
Repeat Frequency	The time duration of revolving frequency The options are: • Days • Month This field is enabled if the **Time** option is selected in **Revolving Type** list.
Cumulative	Displays whether the frequency is cumulative for the LC. If it is cumulative then unused amount of previous LC would be added and available for the new LCs. The options are: • Yes • No
Auto Reinstatement	This states that reinstatement will happen automatically, if not chosen it has to be done manually if required. The options are: • Yes • No
Transferable	Indicates whether the LC is transferable or not. The options are: • Yes • No
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
LC Amount Details	
LC Amount	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
Tolerance	The level of tolerance on the LC amount to created and would be honored in case of any minor fluctuations in amount.

Field Name	Description
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
Credit Available By	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: • Acceptance • Def Payment • Mixed Payment • Negotiation • Payment
Credit Available With	Indicates the details of Bank where credit would become available. It is captured by Bank's Swift code.
Drafts	The drafts are associated with the LC application. Displays the draft amount for the LC.

Drafts section

This section appears if you click **Add** to add drafts to the LC application.

Field Name	Description
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted. The options are: • Invoice Date • B/L Date • Others
Draft Amount	The various drafts amount for the LC application.

Field Name	Description
Drawee Bank	The drawee bank of the LC.

5. Click **Accept** to accept the amendment.
   OR
   Click **Reject** to reject the amendment.
   OR
   Click **Back**. The **Customer Acceptance** screen with search result appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

6. The success message initiation of customer acceptance appears along with the reference number.

7. Click **Go to Dashboard,** to navigate to the dashboard.

19. Beneficiary Maintenance

Using this option, you can create the Beneficiary/Drawee for the LC/Bills/Guarantee.

Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

Workflow
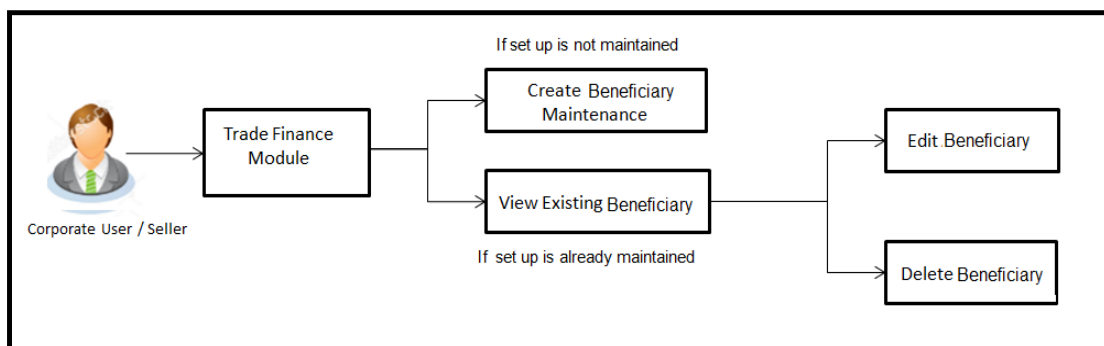
Features Supported In Application

Available features to corporate user in the application:

- View Beneficiary

- Create Beneficiary

- Edit Beneficiary

- Delete Beneficiary

How to reach here:

Dashboard > Toggle menu > Trade Finance > Beneficiary Maintenance

19.1 Beneficiary Maintenance - Search

Using this option, corporate user can search and view the details of any beneficiary maintained based on the search parameters. If the search parameters are not specified, records of all the beneficiaries maintained in the application are displayed (i.e. a blank search is allowed).

To view beneficiary:

1. In the **Search** field, enter the beneficiary name.

2. Click 🔍 . The saved beneficiary appears based on search criteria.
   OR
   Click **Create** to create beneficiary. The **Create Beneficiary** screen appears.
   OR
   Click **Cancel** to cancel the transaction. The **Dashboard** appears.

Beneficiary Maintenance- Search

Field Description

Field Name	Description
Beneficiary/Drawee Name	The beneficiary against whom LC/Bills/ Guarantee is created.
Swift ID	The SWIFT ID of the Beneficiary/Drawee bank.
Nickname	The nickname of the Beneficiary/drawee.
Access Type	The accessibility the beneficiary recorded i.e. public or private.
Applicability	The transactions for which the beneficiary recorded are applicable.
	It can be either of them or combination of them, i.e. as selected :
	• Letter of Credit
	• Bills
	• Guarantee

3. To view the details of a specific beneficiary, click the required link in the **Beneficiary/Drawee Name** column. The **View Beneficiary** screen with maintained details appears.

View Beneficiary
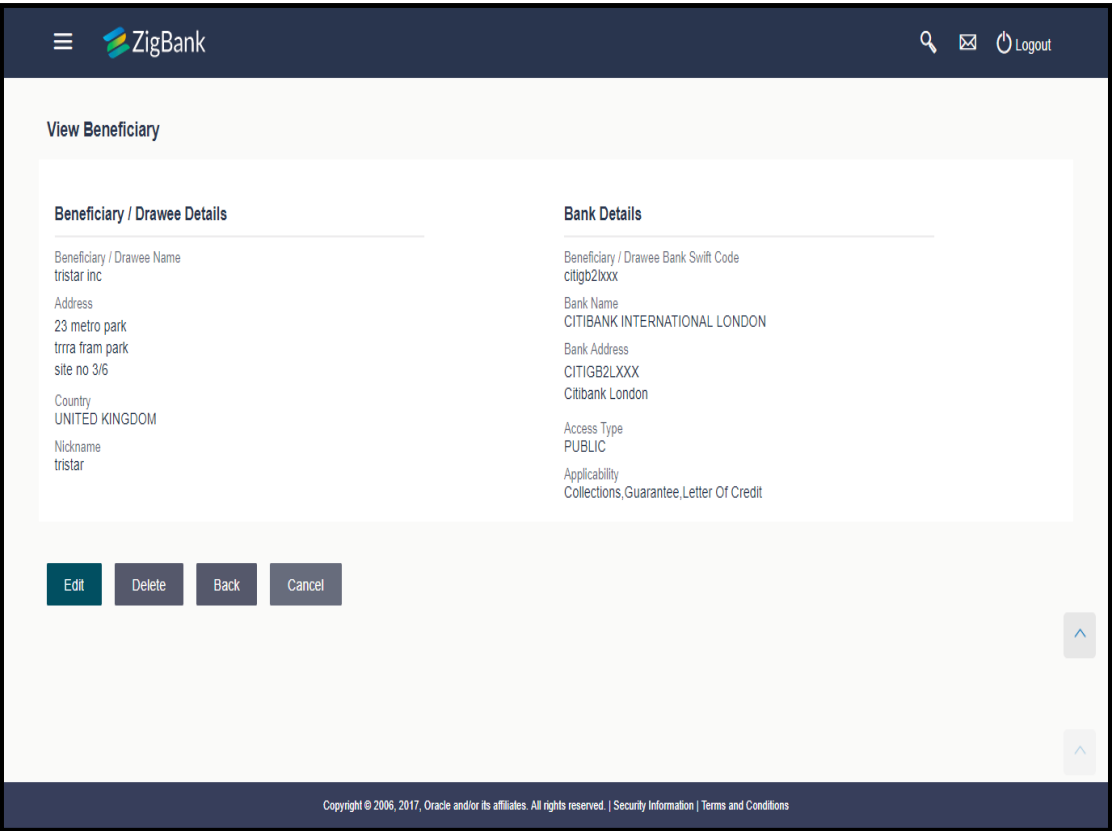
Field Description

Field Name	Description
Beneficiary/Drawee Details	
Beneficiary/Drawee Name	The beneficiary against whom LC/Bills/ Guarantee is to be created.
Address	The address of beneficiary to be saved.
Country	The country of the LC beneficiary.

Field Name	Description
Nickname	The nickname of the Beneficiary/drawee.
Bank Details	
Beneficiary/Drawee Bank Swift Code	The SWIFT ID of the Beneficiary/Drawee Bank. Click **Lookup Swift Code** if required, to search and select the bank details, available in the application.
Bank Name	The name of beneficiary bank.
Bank Address	The address of beneficiary bank.
Access Type	The accessibility the beneficiary recorded will have.
Applicability	The applicability the beneficiary recorded will have. It can be: • Letter of Credit • Bills • Guarantee

4. Click **Edit** to edit the beneficiary details.
OR
Click **Delete** to delete the beneficiary.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
OR
Click **Back** to navigate to previous screen.

19.2 Beneficiary Maintenance- Create

To create beneficiary:

1. Click **Create** to create beneficiary. The **Create Beneficiary** screen appears.

Create Beneficiary

Field Description

Field Name	Description
Beneficiary/Drawee Details	
Beneficiary/Drawee Name	The beneficiary against whom LC/Bills/ Guarantee is to be created.
Address	The address of beneficiary to be saved.
Country	The country of the beneficiary.
Nickname	The nickname of the Beneficiary/drawee.
Bank Details	
Beneficiary/Drawee Bank Swift Code	The SWIFT ID of the Beneficiary/Drawee Bank. Click **Lookup Swift Code** if required, to search and select the bank details, available in the application.
Name	Displays the name of the Beneficiary/Drawee Bank.

Field Name	Description
Address	Displays the address of the Beneficiary/Drawee Bank.
Country	Displays the country of the Beneficiary/Drawee Bank.
Access Type	The accessibility the beneficiary recorded will have.
Applicability	The applicability the beneficiary recorded will have. The options are: • Letter of Credit • Bills • Guarantee

2. In the **Beneficiary/Drawee Name** field, enter the name of the beneficiary.

3. In the **Address** field, enter the address of the beneficiary.

4. In the **Country** field, enter the country of the beneficiary.

5. In the **Nickname** field, enter the nickname name of the beneficiary.

6. From **Beneficiary/Drawee Bank Swift Code**, use the lookup and select the right swift code.

   a. Click **Verify** to verify the details.
   The beneficiary bank detail appears.
   OR
   Click **Reset** to cancel entered details.

7. From **Access Type** list, select the appropriate option.

8. From **Applicability** list, select the appropriate options.

9. Click **Save** to save the beneficiary details.
   OR
   Click **Back** to navigate to previous screen.
   OR
   Click **Cancel** to cancel the transaction.

10. The **Review Beneficiary/Drawee Details** screen appears. Verify the details, and click **Confirm**.
    OR
    Click **Cancel** to cancel the transaction.

11. The success message of beneficiary creation appears along with the reference number.

12. Click **Go to Dashboard**, to navigate to the **Dashboard**.

19.3 Beneficiary Maintenance - Update

Using this option corporate user can edit the details of selected beneficiary, maintained in the application.

To modify beneficiary:

1. Enter the search criteria, and click **Search**.
   The beneficiary maintained appears based on the entered search parameters.
   OR
   Click **Reset** to reset the details.
   OR
   Click **Cancel** to cancel the transaction.

2. Click on beneficiary whose details you want to modify. The **View Beneficiary** screen with maintained details appears.

3. Click **Edit** to edit the beneficiary details. The **Edit Beneficiary** screen appears.

Edit Beneficiary

4. Update the required fields.

5. Click **Save** to save the beneficiary details.
   OR
   Click **Back** to navigate to previous screen.
   OR
   Click **Cancel** to cancel the transaction.

6. The **Review Beneficiary/Drawee Details** screen appears. Verify the details, and click **Confirm**.
    OR
    Click **Cancel** to cancel the transaction.

7. The success message of beneficiary updation appears.

8. Click **Go to Dashboard**, to navigate to the **Dashboard**.

19.4 Beneficiary Maintenance- Delete

Using this option, corporate user can search and delete an existing beneficiary.

To delete beneficiary:

1. Repeat steps 1 to 2 of **Edit Beneficiary** section.

2. To delete beneficiary, click **Delete**.

3. The **Delete Warning** message appears.

4. Click **Yes** to delete the beneficiary.
    OR
    Click **No** to cancel the transaction.

Beneficiary Delete Warning
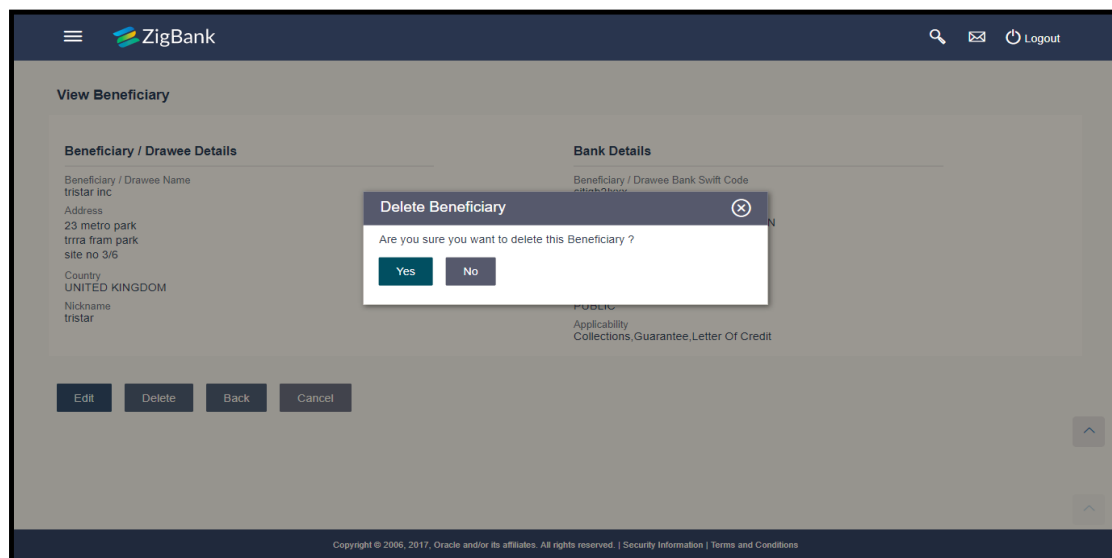
5. The **Beneficiary Maintenance** screen with the successful beneficiary deletion message appears. Click **Done** to complete the transaction.

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