Automated End of Day User Guide

Oracle FLEXCUBE Universal Banking

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Automated End of Day User Guide
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1. Preface

1.1 Introduction

This user manual is designed to help you quickly get acquainted with the many functions routinely executed everyday in Oracle FLEXCUBE.

You can obtain information specific to a particular field by placing the cursor on the relevant field, and striking <F1> on the keyboard.

1.2 Audience

This manual is intended for the following User/User Roles:

Role	Function
Back office clerk	Input functions for contracts
Back office managers/officers	Authorization functions
Product Managers	Product definition and authorization
End of Day operators	Processing during End of Day/ Beginning of Day
Financial Controller/Product Managers	Generation of reports

1.3 Documentation Accessibility

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

1.4 Organization

This manual is organized into the following chapters:

Chapter 1	*About this Manual* gives information on the intended audience. It also lists the various chapters covered in this User Manual.
Chapter 2	*Automated End of Cycle Operations* provides a snapshot of the functions run routinely everyday as part of the end of cycle (EOC) process.
Chapter 3	*Viewing Unauthorized Maintenances, Functions and Transactions* gives the list of unauthorized records that can be viewed.
Chapter 4	*End of Cycle Operations* details the various stages that are a part of the cycle.
Chapter 5	*Annexure A - List of End of Cycle Functions* contains a list of all the mandatory functions run as part of the EOC cycle.
Chapter 6	*Function ID Glossary* has alphabetical listing of Function/Screen ID's used in the module with page references for quick navigation.

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1.5   Related Documents

- The Settlements User Manual
- The Core Services User Manual
- The Procedures User Manual

1.6   Glossary of Icons

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

Icons	Function
✖	Exit
+	Add row
−	Delete row
⤴	Option List

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2. Automated End of Cycle Operations

2.1   Introduction

You have to execute many functions routinely everyday as part of the end of cycle (EOC) process. Moreover, these functions should be run at various stages of the EOC process. The Automated End of Day (AEOD) feature eliminates manual intervention during the End of Day process, by automating the execution of these functions.

AEOD ensures that once the End of Cycle processing is started off, each function that should be run in the sequence that you specify will be executed automatically. However, if there are any problems in running the function you can intervene at any point to take manual control.

Certain functions would require some inputs (called run-time inputs) before they are executed. You can automate the process of giving these inputs also.

The AEOD process should be defined and executed separately for different branches of your bank. When the process is running, you could choose to monitor it from a central location, perhaps your data center.

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3. Viewing Unauthorized Maintenances, Functions and Transactions

3.1 Viewing Unauthorized Transactions

You can view the details of the all the unauthorized transactions from the Pending Transactions screen. You can invoke the 'Pending Transactions' screen by typing 'EISVWPNT' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

Through this screen you can view details of the:

- Messages that are yet to be generated
- Transactions that are yet to be authorized

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

- Branch
- Module
- Reference Number
- Events
- Maker ID
- Maker Home Branch

Select any or all of the above parameters for a query and click 'Search' button. The records meeting the selected criteria are displayed.

System displays the following details pertaining to the fetched records:

- Branch
- Module

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- Reference Number
- Events
- Maker ID
- Function ID
- Maker Home Branch

3.2 Viewing Branch Pending Functions

You can view the pending functions of a branch using 'Pending Functions' screen. You can invoke the 'Pending Functions' screen by typing 'EISWPPGM' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.
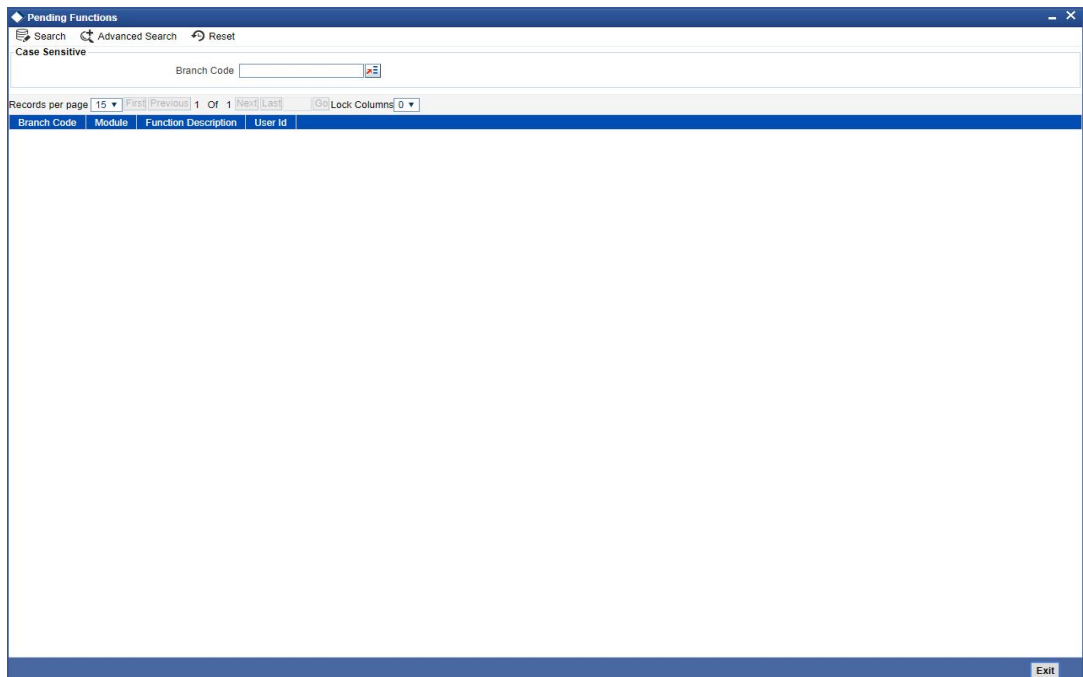
In the above screen, you can base your queries on any or all of the following parameters and fetch records:

- Branch Code

Select any or all of the above parameters for a query and click 'Search' button. The records meeting the selected criteria are displayed.

System displays the following details pertaining to the fetched records:

- BranchCode
- Module
- Function Description
- User Id

3.3 Reversing Automatic EOD Suspense Entry

The reversal of the Automatic EOD suspense entry can be done using the 'Reverse EOD Balancing' screen.

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To invoke this screen type 'EIDREVRS' in the field at the top right corner of the Application tool bar and click the adjoining arrow button.

Specify the following details:

Branch Code

Specify the Branch code.

Branch Name

Specify the name of the Branch.

Suspense Reference Number

Specify the suspense reference number.

Suspense Entry Date

Specify the suspense entry date.

Suspense Entry Details

Specify the following suspense entry details:

General Ledger No

Specify general ledger number.

D/C

Select the appropriate option to indicate whether debit or credit from the drop-down list. You have the following options:

- Debit
- Credit

Local Currency

Specify the local currency.

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Real/Contingent

Select the appropriate option to indicate whether real or contingent from the drop-down list. You have the following options:

- Real
- Contingent

Amount

Specify the amount in figures.

Batch Number

Specify the batch number.

End of Input Status

Select the end of input status from the drop-down list. You have the following options:

- End of Transaction Input
- End of Financial Input

Transaction Code

Specify transaction code.

Reversal Details

Specify the following reversal entry details:

Reverse Reference Number

Specify the reverse reference number.

Reversal Date

Specify the reversal date.

3.4 Viewing Reverse EOD Balancing Summary Details

You can reverse the entries which have been posted as part of Balancing during the Batch using 'Reverse EOD Balancing Summary' screen. To invoke this screen type EISREVRS' in the field at the top right corner of the Application tool bar and click the adjoining arrow button.

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

- Authorization Status
- Record Status
- Branch Code
- Suspense Entry Date
- Suspense Reference
- Reversal Reference
- Reversal Date

Select any or all of the above parameters for a query and click 'Search' button. The records meeting the selected criteria are displayed.

System displays the following details pertaining to the fetched records:

- Authorization Status
- Record Status
- Branch Code
- Suspense Entry Date
- Suspense Reference
- Reversal Reference
- Reversal Date

3.4.1 EOTI/EOFI Stages of Batch Processing

Following validations and processes takes place during EOTI and EOFI processing of the EOD batch:

- Generation of automatic suspense entry
- Suspense entry reversal check

3.4.1.1 Generation of Automatic Suspense Entry

While running EOD at EOTI and EOFI stages system checks if the Suspense Entry Required is 'Y' at the Branch level. If it is 'N' further it checks if there is any mismatch between the sum of balances of Real/Contingent Credit/Debit values then system will display an error message and EOD is stopped. If Suspense Entry Required is 'Y' then it proceeds with the Automatic Suspense entry sub process.

In this process all the authorized accounting entries for the branch for the current processing day will be browsed. There is a check made to find if mismatch exists upon sum of the real dr/ real Credit entry or in the contingent dr/contingent Credit entry.

If there is a mismatch in the real Debit and real Credit entries, then the difference amount is calculated and if the Debit Amount is greater than the Credit Amount then a Credit Entry for the difference Amount is posted into the Real Suspense GL maintained at the Branch Level

Else if the Credit Amount is greater than the Debit Amount then a Debit Entry for the difference Amount is posted into the Real Suspense GL maintained at the Branch Level, where the Transaction Code is the Suspense Transaction Code maintained at the Branch Level. Similarly, the Suspense Entry is posted for the Contingent suspense GL when there is a mismatch in the contingent Debit and contingent Credit entries.

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An equivalent entry gets posted with Suspense transaction code and Suspense Batch number maintained at Branch level. A new Transaction reference number is created to post the entries.

In order to check the entries posted by system to overcome the misbalances during EOTI stage, you can check in Reverse Entry EOD screen for a given date.

The Branch, Branch Date, Real contingent, Branch status, Batch No, Amount, Currency, Suspense Entry Reference No, Reversal Entry ref no and a few other Suspense Entry details are stored into the database.

3.4.1.2 Suspense Entry Reversal Check

In this process, the system browses through the details of the Suspense entries posted for the records which have not been reversed for the records whose branch date is greater than or equal to (Current date - Reverse Suspense entry days maintained at branch level). If reverse entries are not posted for any of those records then the system will display the error message as "Suspense Entries not reversed for the Branch" at EOTI and EOFI stages of EOD and EOD is stopped

You have to post the reversal entries using the 'Reverse EOD Balancing' screen and continue with the EOD.

You can get the automatic suspense entry records and do the reversal on the same. You are allowed to perform New, F7 and F8 operations on this screen. You can query record for a particular branch and date and Suspense reference number. The reversal of the entries can be done by using Reverse Button. System posts equivalent negative entries for the amount and currency and generates a unique reversal suspense entry.

4. End of Cycle Operations

4.1 Introduction

The End of Cycle operations consist of several stages. In this chapter we shall discuss in details the various stages that are a part of the cycle. The various stages in this cycle have been diagrammatically represented below:
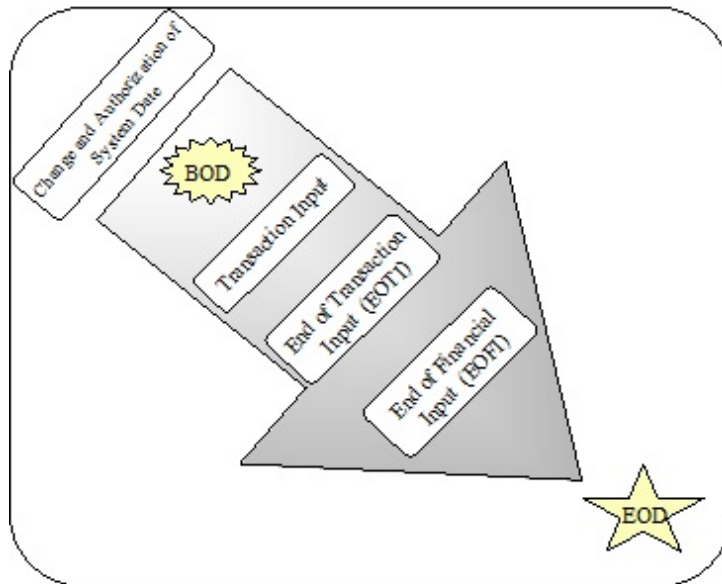
The list of mandatory functions that should be run as part of BOD, for each module of Oracle *FLEXCUBE* has been listed in Annexure A of this user manual.

4.2 Starting End of Cycle Process

To start the End of Cycle process, choose End of Cycle and the Start EOC option under it.

4.3 Maintaining End of Cycle Business Group

You can group the existing End of Day groups to a Business group. The system provides a flat 'cut-off' to capture cut-off processing required for the group.

- By enabling the cut-off processing required at the EOC business group level, the existing cut-off of the intra-day batch AEDCUOFF is enabled for the branches part of this group.
- Centralized cut-off is applied for all the branches part of the EOC business group.
- Centralized date change is applied for all the branches part of the EOC business group.
- Call centre or branch users, posting the transactions during cut-off is operationally controlled to access only branches part of the EOC business group that is having the cut-off processing required.

You can group the existing End of Day groups to a Business group in the 'EOC Business Maintenance' in 'EOC Business Group Maintenance' screen. To invoke this screen type

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'AEDBUGRP' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

Specify the following details:

Group Code

Specify the business group code.

Group Description

Specify the description of the business group code.

 Primary Branch Code

Specify a branch code that is to act as the primary branch code for the Business group.

This branch code should belong to the EOC group that is configured in the Business group.

    In this branch, During the process of Intraday Cutoff batch – AEDCUOFF and also Beginning of Day stage batch process –AEBRCOFF, the Cutoff and reset cutoff will be processed respectively for the Business group.Cutoff

Check this box to indicate cut-off processing is required.

Reset Cutoff

Select this check box to specify that the Reset Cutoff process is required for the Business group

EOC Group

Specify the EOC group code. Alternatively, you can select the EOC group code from the option list. The list displays the values maintained in the system.

Note

If a Customer Account statement is taken during cut-off and after date change, the system logs the statement date as next working day for the transactions processed during the cut-off.

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4.3.1 Viewing End of Cycle Business Group Summary

You can view the details of the End of Cycle business group in the 'EOC Business Group Maintenance Summary' screen. You can invoke this screen by typing 'AESBUGRP' in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.
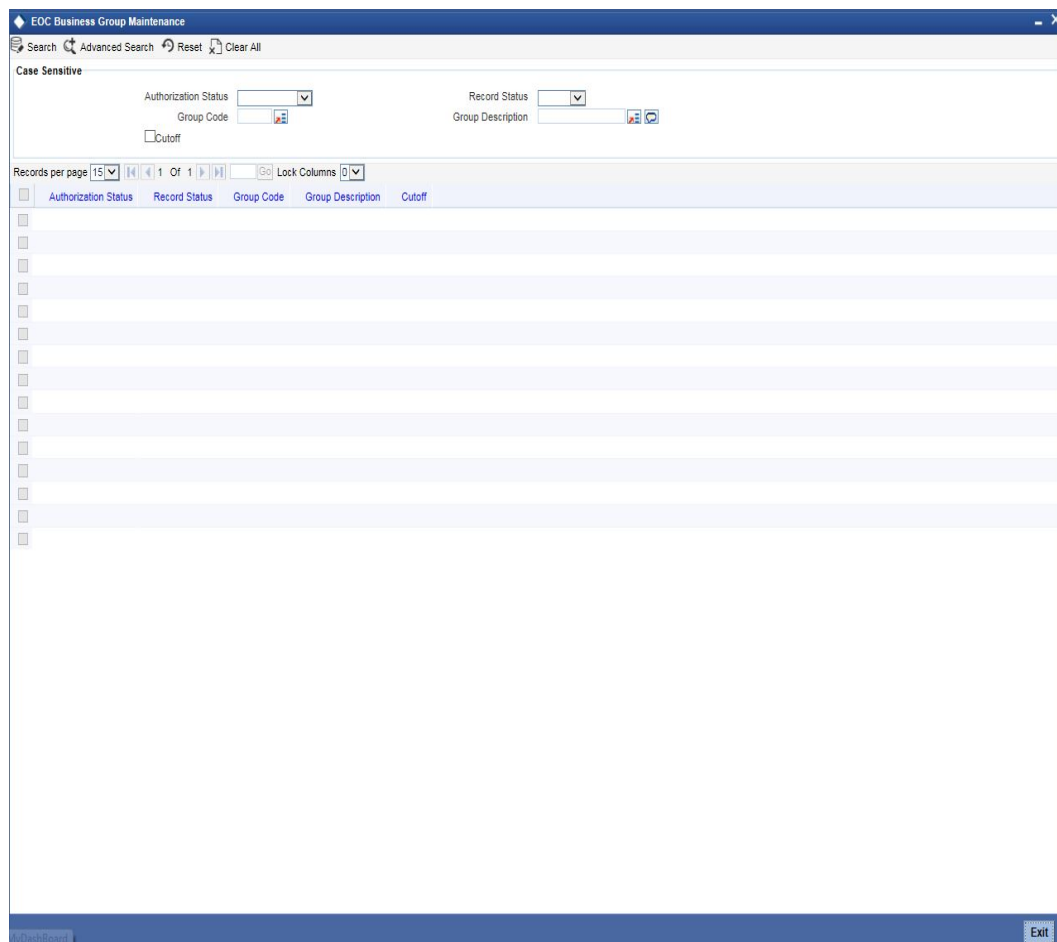
You can search for the records based on either one or more of the following search parameters:

- Authorization Status
- Record Status
- Group Code
- Group Description
- Cutoff

Once you have specified the search parameters, click 'Search' button. The system will display the following information:

- Authorization Status
- Record Status
- Group Code
- Group Description
- Cutoff

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4.4 Viewing Branch EOD Removed Transactions

You can view details of the all unauthorized branch transactions those were marked as 'RMD' (Removed) during the cut-off processing from Branch EOD Removed Transactions screen. You can invoke the 'Branch EOD Removed Transaction Summary' screen by typing 'AESBTRMD' in the field at the top right corner of the Application tool bar and clicking the adjoining arrow button.

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

- Posting Date
- Transaction Branch
- Transaction Account
- Transaction Amount
- Transaction Currency

Select any or all of the above parameters for a query and click 'Search' button. The records meeting the selected criteria are displayed.

System displays the following details pertaining to the fetched records:

- Posting Date
- Transaction Branch
- Transaction Account
- Transaction Amount
- Transaction Currency
- Function id
- Reference Number

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- Maker id

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5. Annexure A - List of End of Cycle Functions

5.1 Introduction

This Annexure contains details of all the mandatory functions that should mandatorily run as part of the following stages of the EOC cycle:

- Beginning of Day (BOD)
- Pre-End of Day
- End of Day (EOD)

The contents of this Annexure are organized on the basis of the module to which the function belongs.

5.1.1 Beginning of Day (BOD) Functions for all Modules

The mandatory functions for BOD are marked with a Yes under the Mandatory Column.

Module	Function	Frequency	Mandatory
SMS	Change time	Daily	
Core	Posting of tank	Daily	
CASA	Group Status Change	Daily	
DE	Till opening	Daily	Yes
DE	Cash movement function	Daily	
FT	Autoint	Daily	Yes
FT	FT exception report	Daily	Yes
FT	Contract release processed by FT rate update function	Daily	
LD	Auto- daily	Daily	
LD	Auto- initiation	Daily	
LD	Auto- liquidation	Daily	
MM	MM activation of forward contracts	Daily	Yes
MM	MM auto- liquidation of contracts	Daily	Yes
MM	MM auto- liquidation of interests	Daily	Yes
MM	MM auto- rollover execution	Daily	Yes
MM	MM maturity report	Daily	
MM	MM exception report	Daily	Yes
BC	Accruals	Daily	Yes
BC	AutoLiq	Daily	Yes

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Module	Function	Frequency	Mandatory
BC	Auto-change of Acceptance to Advance	Daily	Yes
BC	Auto- status control	Daily	
BC	Floating rate change	Daily	
BC	Tracer generation	Daily	
LC	LCEOD	Daily	Yes
SI	Sweeps	Daily	
AEOD	Refinance rates	Input	
AEOD	Currency rates	Input	
AEOD	Forward rates	Input	
AEOD	Discount rates	Input	

5.1.2 End of Day (EOD) Functions for all Modules

The mandatory functions for EOD are marked with a Yes under the Mandatory Column.

Module	Function	Frequency	Mandatory
SMS	Log of events	Daily	
SMS	Security violations report	Daily	
Core	Financial balancing	Daily	
Core	Date change	Daily	
Core	Accounting entries history	Daily	
Core	Currency position update	Daily	
Core	Auto- revaluation	Daily	
Core	Account statement	Daily	
Core	Brokerage liquidation	Daily	
Core	Brokerage liquidation report	Daily	
Core	Limits updation	Daily	
CASA	Group Status Change	Daily	
CASA	Liquidating PDC Linked Schedules	Daily	
DE	Daily cash movement function	Daily	Yes
DE	Daily cash movement report	Daily	Yes
DE	Batch totals report	Daily	
DE	Transaction journal	Daily	Yes

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DE	Daily teller transaction report	Daily	
DE	Till balancing exception report	Daily	Yes
DE	Till closing position (history)	Daily	Yes
CASA	Amount block	Daily	
CASA	Stop payment	Daily	
FT	FT activity journal	Daily	Yes
FT	FT contract report	Daily	
FX	FX contract revaluation	Daily, Monthly	Yes
FX	FX contract auto liquidation	Daily	Yes
FX	FX auto- rollover	Daily	Yes
FX	FX settlement message generation	Daily	Yes
FX	FX fetch unauthorized	Daily	Yes
FX	FX netting of (settlements amounts)	Daily	Yes
FX	FX contracts purge	Optional	
LD	Auto- daily	Daily	
LD	Auto- interest liquidation	Daily	
LD	Auto- liquidation	Daily	
LD	Auto- rollover	Daily	
MM	MM activation forward contracts	Daily	Yes
MM	Auto- liquidation of MM contracts	Daily	Yes
MM	MM auto- liquidation of interests	Daily	Yes
MM	Generation of payment messages, days before actual date	Daily	Yes
MM	MM auto- rollover execution	Daily	Yes
MM	MM interest rate revision	Daily	
MM	MM fetch unauthorized	Daily	
MM	MM maturity report	Daily	
MM	MM daily movement	Daily	Yes
MM	MM exception report	Daily	Yes
BC	Accruals	Daily	Yes
BC	Auto- liq	Daily	Yes

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Module	Function	Frequency	Mandatory
BC	Auto-change of acceptance to advance	Daily	Yes
BC	Auto- status control	Daily	
LC	LCEOD	Daily	Yes
LC	LC tracer general	Daily	Yes
IC	Liquidation	Daily	
IC	Interest advices	Daily	
IC	Accruals	Daily	
SI	SI Batch Process	Daily	Yes
GL	GL report	Daily	
GL	Cash flow report	Daily	
MIS	Product profitability	Daily	
MIS	Customer profitability	Daily	
MIS	Pool profitability	Daily	
MIS	MS clause- wise report	Daily	
AEOD	Change time level	Daily	

5.1.3   Pre-End of Day Functions for all Modules

The mandatory functions for BOD are marked with a Yes under the Mandatory Column.

Module	Function	Frequency	Mandatory
BC	Auto- status control	Daily	
LC	LCEOD	Daily	Yes
IC			
SI	Payments	Daily	

The following is the list of pre-EOC functions that have to be executed after EOTI has been marked:

Module	Function	Frequency	Mandatory
BC	Auto- status control	Daily	
LC	LCEOD	Daily	Yes
SI	Payments	Daily	

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5.2   Account Revaluation Batch

As part of EOD batch programs, the system will maintain the account revaluation batch (ACCREVAL). This program will be maintained at EOTI (Pre-EOC) stage of end of day. Revaluation accounting is posted in foreign currency with equivalent of LCY difference.

This batch will do the revaluation separately for Internal GLs, Customer Account Revaluation is maintained for profit and loss GLs in the GL maintenance. For the GL's maintained at the revaluation setup, you need to check the 'Revaluation' checkbox at GL chart of accounts level.

This batch will also transfer the foreign currency positions to a designated branch based on the revaluation/ position transfer setup maintained at the branch preferences level.

The system will transfer the position from the existing branch to the treasury branch. If the position is negative in the given GL, then the system will choose the offset account as Position asset GL and if the position is positive in the given GL, then the system will choose the offset account as Position liability GL.

The sequence of the EOD between the designated branch and all other branches are operationally controlled.

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6. Function ID Glossary

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