Export LC Liquidation User Guide
Oracle Banking Trade Finance Process Management
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Oracle Banking Trade Finance Process Management

Welcome to the Oracle Banking Trade Finance Process Management (OBTFPM) User Guide. This guide provides an overview on the OBTFPM application and takes you through the various steps involved in creating and processing trade finance transactions.

This document will take you through following activities in OBTFPM:

- To create and handle trade finance transaction.
- Help users to conveniently create and process trade finance transaction

Overview

OBTFPM is a trade finance middle office platform, which enables bank to streamline their trade finance operations. OBTFPM facilitates its customers to initiate new Trade transactions/handle response to existing transaction through Trade portals, our by visiting the branch or through SWIFT.

Benefits

OBTFPM helps banks to manage trade finance operations across the globe in different currencies. OBTFPM allows you to:

- Handle all trade finance transactions in a single platform.
- Provides support for limit verification and limit earmarking.
- Provide amount block support for customer account.
- Provides acknowledgement to customers.
- Enables the user to upload related documents during transaction.
- Enables to Integrate with back end applications for tracking limits, creating limit earmarks, amount blocks, checking KYC, AML and Sanction checks status.
- Create, track and close exceptions for the above checks.
- Enables to use customer specific templates for fast and easy processing of trade transactions that reoccur periodically.

Key Features

- Stand-alone system that can be paired with any back end application.
- Minimum changes required to integrate with bank's existing core systems.
- Faster time to market.
- Capable to interface with corporate ERP and SWIFT to Corporate.
- Highly configurable based on bank specific needs.
- Flexibility in modifying processes.

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Export LC Liquidation

Export LC liquidation process enables the user to liquidate of drawings under an Export LC.
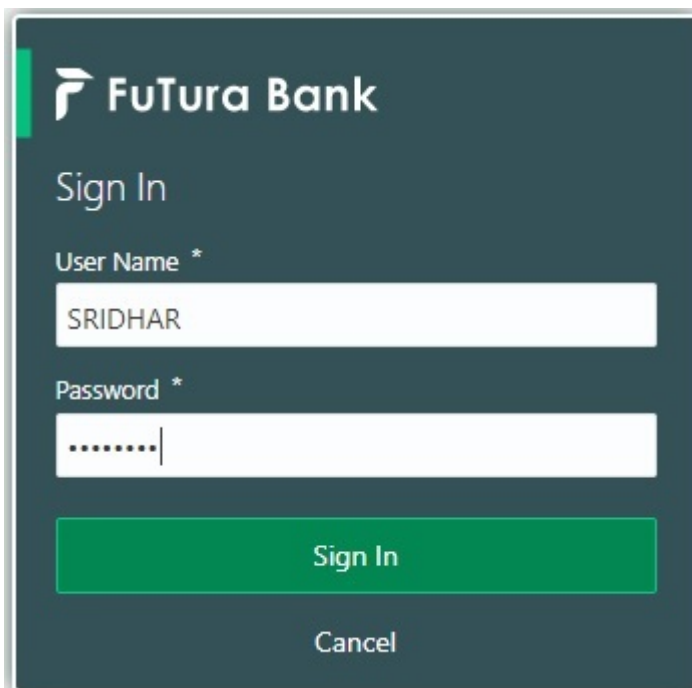
This section contains the following topics:

Registration

The process starts from Registration stage, during Registration stage, user can capture the basic details of the transaction and upload related documents. On submit of the request the request will be available for an LC expert to handle the liquidation request in the next stage.

1. Using the entitled login credentials for Registration stage, login to the OBTFPM application.

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2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.

3. Click **Trade Finance> Export - Documentary Credit> Export LC Liquidation.**

The Registration stage has two sections Basic Details and Liquidation Details. Let's look at the details of Registration screens below:

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Application Details

Provide the Basic Details based on the description in the following table:

Field	Description	Sample Values
Drawing Reference Number	Provide the drawing reference number. Alternatively, user can search the Drawing reference number using LOV. In the LOV, user can input Drawing Reference Number, Applicant, Beneficiary, Issue Date, Currency, Amount and User Reference to fetch the drawing details. Based on the search result, select the applicable LC to add the applicant response.	
Export LC Reference Number	Read only field. Export LC Reference Number will be auto-populated based on the selected LC from the LOV.	
Beneficiary	Read only field. Beneficiary ID and name will be auto-populated based on the selected LC from the LOV.	
Branch	Read only field. Branch details will be auto-populated based on the selected LC from the LOV.	203-Bank Futura -Branch FZ1
Process Reference Number	Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	

Field	Description	Sample Values
Priority	System will populate the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit.	High
Submission Mode	Select the submission mode of Export LC Drawing request. By default the submission mode will have the value as 'Desk'. **Desk-** Request received through Desk **Courier-** Request received through Courier	Desk
Liquidation Date	By default, the application will display branch's current date and does not enables the user to change the date to any back date.	04/13/2018

Liquidation Details

Registration user can provide liquidation details in this section. Alternately, details can be provided by Data Enrichment user.

Provide the Liquidation Details based on the description in the following table:

Field	Description	Sample Values
Tenor	Read only field. This field displays the tenor of the drawing.	
Documents Received	Read only field. This field displays the documents received details of the drawing.	

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Field	Description	Sample Values
Product Code	Read only field. This field displays the product code of the drawing.	
Product Description	Read only field. This field displays the description of the product as per the product code.	
Drawing Date	Read only field. This field displays the drawing date details of the drawing.	
Issuing Bank ID	Read only field. This field displays the issuing bank ID of the drawing.	
Issuing Bank Name	Read only field. This field displays the issuing bank Name of the drawing.	
Issuing Bank Reference	Read only field. This field displays the issuing bank ID of the drawing.	
Expiry Date	Read only field. This field displays the expiry date of the drawing.	
Presenting Bank	Read only field. Presenting Bank will be auto-populated based on the selected LC from the LOV.	
Presenting Bank Reference Number	Read only field. Presenting Bank Reference number will be auto-populated based on the selected LC from the LOV.	
LC Drawing Amount	Read only field. This field displays the LC Drawing Amount as per the selected drawing.	
Outstanding LC Value	Read only field. Outstanding LC value will be auto-populated. This field displays the value as per the latest LC.	
Additional Amount	Read only field. Additional Amount will be auto-populated. This field displays the value as per the latest LC.	
Nego/Finance Amount	Read only field. Nego/Finance Amount will be auto-populated. This field displays the value as per the latest LC.	

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Field	Description	Sample Values
Liquidation Amount	Provide the liquidation amount.	
Unlinked FX Rate	Provide the Unlinked FX Rate.	
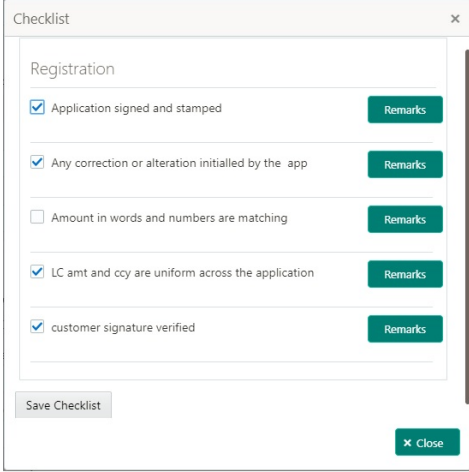
Miscellaneous

Provide the Miscellaneous Details based on the description in the following table:

Field	Description	Sample Values
Documents	Upload the documents received under the LC.	
Remarks	Provide any additional information regarding the drawing. This information can be viewed by other users processing the request.	
View LC	Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.	
Fetch LC Events	On click, system will display the details of LC issuance, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC Issuance.	
Action Buttons		
Submit	On submit, task will get moved to next logical stage of Export LC Liquidation. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancels the Export LC Liquidation Registration stage inputs.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Checklist	Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not marked, system will display an error on submit. 	

Data Enrichment

On successful completion of Registration of an Export LC Liquidation request, the request moves to Data Enrichment stage. At this stage the gathered information during Registration are scrutinized.

During the submit at the end of this stage, an amount block will be created in the settlement account for the amount to be liquidated. Customer cannot use the amount for which the amount block is created until the transaction is completed.

Do the following steps to acquire a task currently at Data Enrichment stage:

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1. Using the entitled login credentials for Data Enrichment stage, login to the OBTFPM application.
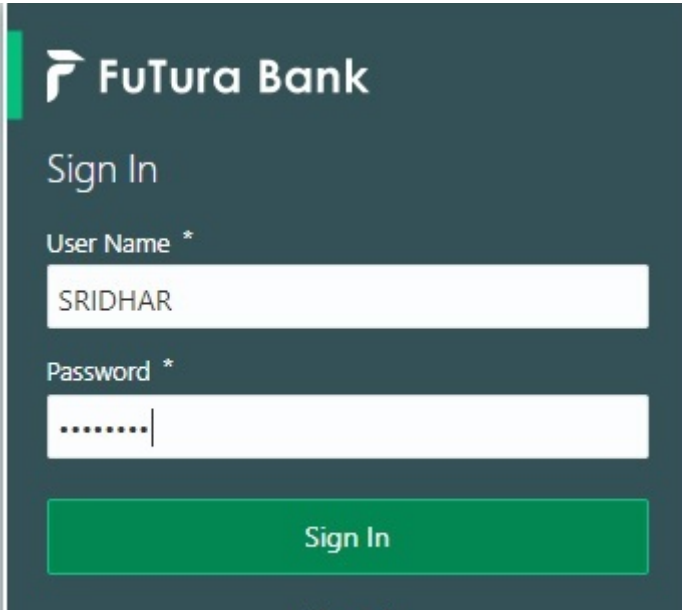
2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.
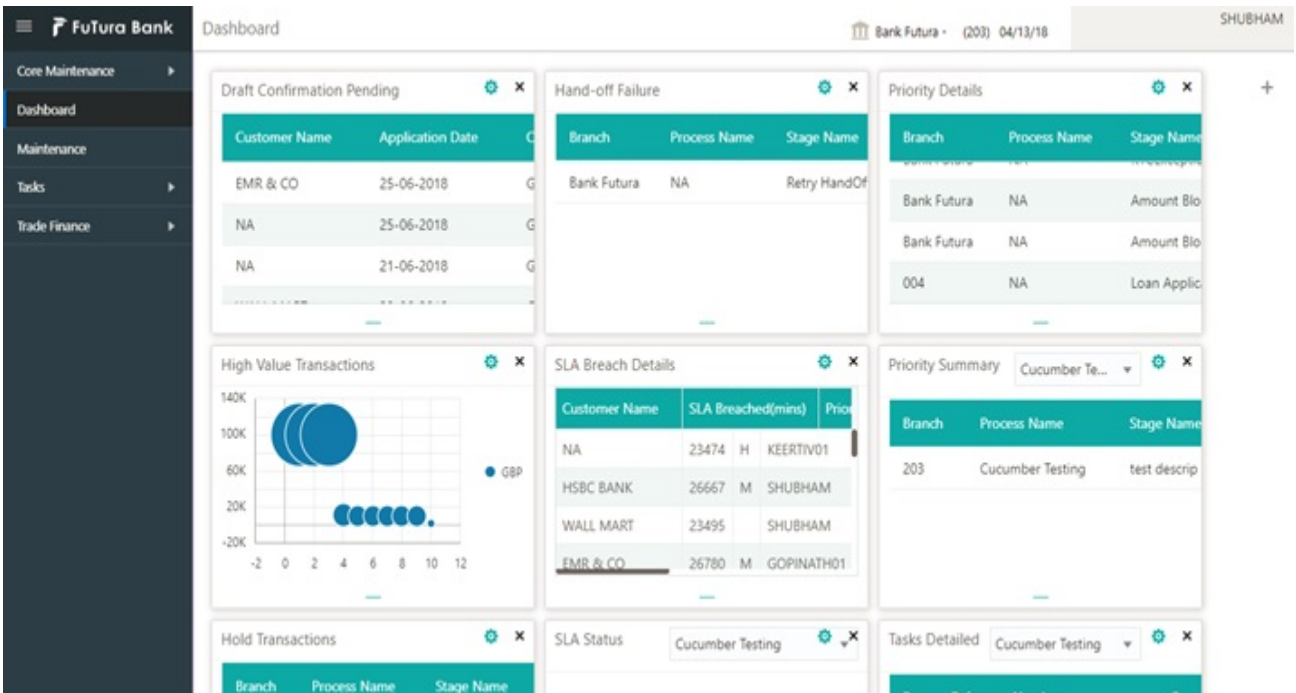
3. Click **Trade Finance> Tasks> Free Tasks.**

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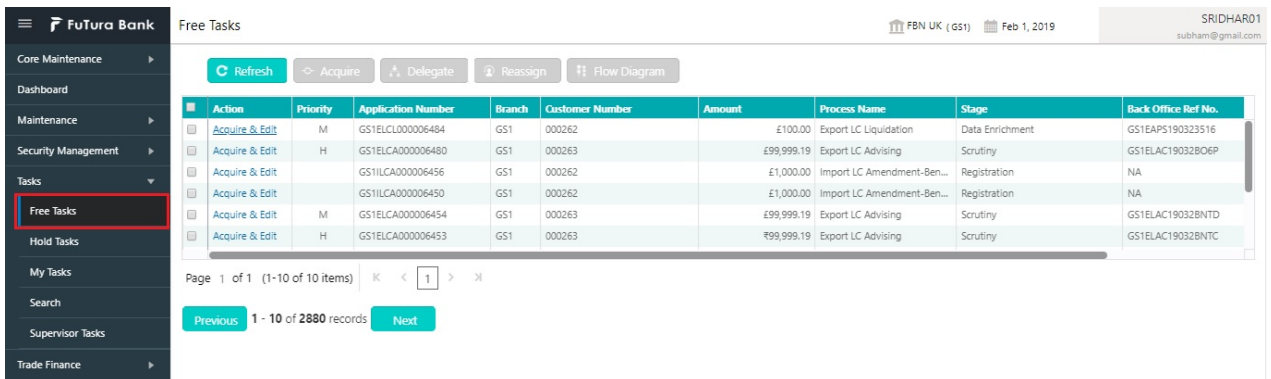
4. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.

5. The acquired task will be available in **My Tasks** tab. Click **Edit** to scrutinize the registered task.

The Data Enrichment stage has following hops for data capture:

- Main Details
- Maturity Details
- Advices
- Additional Details
- Settlement Details
- Summary

Let's look at the details for liquidation stage. User can enter/update the following fields. Some of the fields that are already having value from Registration/online channels may not be editable.

Main Details

Main details section has two sub section as follows:

- Application Details
- Liquidation Details

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Application Details

All fields displayed under Basic details section, would be read only except for the **Priority**. Refer to Application Details for more information of the fields.

Liquidation Details

The fields listed under this section are same as the fields listed under the Liquidation Details section in Registration. Refer to Liquidation Details for more information of the fields. During Registration, if user has not captured input, then user can capture the details in this section.

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Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	

Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.
	
	Reject Codes:
	
	  • R1- Documents missing
	  • R2- Signature Missing
	  • R3- Input Error
	  • R4- Insufficient Balance/Limits
	  • R5 - Others.
	
	Select a Reject code and give a Reject Description.
	
	This reject reason will be available in the remarks window throughout the process.	

Next	Click Next to move to next logical step in Data Enrichment stage.	

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Maturity Details

Provide the maturity details based on the description in the following table:

Field	Description	Sample Values
Tenor Type	Read only field. This field displays the tenor type as per LC.	
Tenor Basis	Provide the tenor basis.	
Tenor Start Date	Provide the tenor start date.	
Tenor Days	Provide the number of tenor days	
Transit Days	Provide the transit days, if the tenor is sight.	
Maturity date	System displays the due date for the drawing based on tenor and tenor basis. If tenor is sight, system will calculate the maturity date as 5 working days from document Received date. User can change this value to any date earlier than the maturity date up to system date. User cannot change the value to later than maturity date. If tenor is Usance, system will calculate the maturity date based on the tenor basis and populate the maturity date.	
Usance Interest Rate	Update the usance interest (if any).	
Usance Interest Amount	Update the usance interest amount for the LC value as per the tenor basis.	

In case of multi tenor, user can provide multiple maturity details by clicking the plus icon.

Field	Description	Sample Values
Interest from Date	Select the interest from date. The interest from date cannot be earlier than branch date and later than maturity date.	
Interest To Date	Select the interest to date. The interest to date cannot be earlier than branch date and later than maturity date.	
Accept Commission From Date	Update the acceptance commission start date.	
Accept Commission To Date	Update the acceptance commission to date.	

Other Bank Charges

Provide the other bank charges based on the description in the following table:

Field	Description	Sample Values
Other Bank Charges - 1	Charges to be collected for the other bank as part of the drawings transaction.	
Other Bank Charges - 2	Charges to be collected for the other bank as part of the drawings transaction.	
Other Bank Charges - 3	Charges to be collected for the other bank as part of the drawings transaction.	
Debit Value Date	Provide the debit value date.	
Credit Value Date	Provide the credit value date.	
Value Date	Provide the value date.	
Allow Pre-Payment	**Toggle On:** Set the toggle 'On' to enable pre-payment. **Toggle Off:** Set the toggle 'Off' to disable pre-payment.	
Refund Interest	**Toggle On:** Set the toggle 'On' to refund the interest. **Toggle Off:** Set the toggle 'Off' to deny the interest refund.	
Transfer Collateral from LC	**Toggle On:** Set the toggle 'On' to enable the transfer collateral from LC. **Toggle Off:** Set the toggle 'Off' to disable the transfer collateral from LC.	

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Advices

Advices menu displays the advices from the back office as tiles. User can edit the fields in the tile, if required.

Additional Details

Limits & Collateral

Field	Description	Sample Values
Limit Details	Read only field. Customer ID: Applicant's/Applicant Bank customer ID will get defaulted.	
Line ID	Read only field. LINE ID-DESCRIPTION will be available along with Line ID.	

Field	Description	Sample Values
Contribution	System will default this to 100%.	
Contribution Currency	The LC currency will be defaulted in this field.	
Contribution Amount	Contribution amount will default based on the contribution%.	
Limit Currency	Limit Currency will be defaulted in this field.	
Limit Available Amount	This field will display the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount.	
Limit Check Response	Response can be 'Success' or 'Limit not Available'.	
Response Message	Detailed Response message.	

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This section displays the collateral details:

Field	Description	Sample Values
Collateral Type	Cash Collateral (CASA) will be the default value available as collateral type. Selected collateral type will be displayed in this field.	
Collateral%	This field displays the percentage of collateral.	
Currency	The LC currency will get defaulted in this field.	
Contribution Amount	Collateral contribution amount will get defaulted in this field.	

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Field	Description	Sample Values
Settlement Account	This field displays the details of settlement account for then collateral.	
Settlement Account Branch	Settlement Account Branch will be auto-populated based on the Settlement Account selection.	
Settlement Account Currency	This field displays the Settlement Account Currency.	
Account Available Amount	Account Available Amount will be auto-populated based on the Settlement Account selection.	
Response	Response can be 'Success' or 'Amount not Available'.	
Response Message	Detailed Response message.	

Charge Details

This section displays charge details:

Field	Description	Sample Values
Component	Charge Component type.	
Currency	Defaults the currency in which the charges have to be collected.	
Amount	An amount that is maintained under the product code gets defaulted in this field.	
Modified Amount	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.	
Billing	If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	

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Field	Description	Sample Values
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected.	
Waive	If charges have to be waived, this check box has to be selected. Based on the customer maintenance, the charges should be marked for Billing or for Defer.	
Charge Party	Charge party will be applicant by default. You can change the value to beneficiary	
Settlement Account	Details of the settlement account.	

This section displays the commission details:

Field	Description	Sample Values
Component	This field displays the commission component.	
Rate	Defaults from product.	
Currency	Defaults the currency in which the commission needs to be collected	
Amount	An amount that is maintained under the product code defaults in this field.	
Modified Amount	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Billing	If charges/commission is handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	If check box is selected, charges/commissions has to be deferred and collected at any future step.	

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Field	Description	Sample Values
Waive	Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary	
Settlement Account	Details of the Settlement Account.	

The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges/ commission will be available on click of Re-Calculate button or on hand off to back-end system.

This section displays the tax details:

Field	Description	Sample Values
Component	Tax Component type	
Currency	The tax currency is the same as the commission.	
Amount	The tax amount defaults based on the percentage of commission maintained. User can edit the tax amount, if required.	
Settlement Account	Details of the settlement account.	

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Payment Details

Payment Details

PaymentDetails

Auto Liquidation Required	Preshipment Credit Availed	Reimbursement Claimed	Repay Preshipment Credit
(toggle on)	(toggle off)	(toggle off)	(toggle off)

Reimbursing Bank	Reimbursement Days	Preshipment Credit A/C No.	Reimbursement Date

Preshipment Credit Outstanding Amount	Preshipment Credit Repayment Amount
GBP	GBP

Settlement Details - Liquidation

Component	Currency	Debit/Credit	Account	Account Description	Branch	Account Currency
AMT_PURCHASED	GBP	Debit	GS100002610012	HSBC BANK	GS1	GBP
AMT_PURCHASEDEQ	GBP	Credit	GS100002620016	EMR & CO	GS1	GBP

Provide payment details based on the description in the following table:

Field	Description	Sample Values
Auto Liquidation Required	**Toggle On:** Select Yes, if auto liquidation is required. It is applicable only if the drawing is without discrepancy. **Toggle Off:** Select No if auto liquidation is not required.	
Pre-shipment Credit Availed	**Toggle On:** Select Yes, if pre-shipment credit is availed. **Toggle Off:** Select No if pre-shipment credit is not availed.	
Reimbursing Bank	Read only field. Reimbursing bank details gets defaulted from the LC.	
Reimbursement Claimed	Switch on the toggle if the reimbursement is already claimed. This field is applicable only if reimbursement is applicable and LC has reimbursement bank details.	
Repay Pre-shipment Credit	**Toggle On:** Select Yes, if pre-shipment credit to be repaid. **Toggle Off:** Select No if there is no pre-shipment credit to be repaid.	
Reimbursement Days	Provide the number of days before the maturity date on which the reimbursement claim needs to be triggered.	
Pre-shipment Credit Account Number	This field displays the pre-shipment credit account number.	

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Field	Description	Sample Values
Reimbursement Date	This field will be enabled only if Reimbursement Claimed is 'Yes'. Enables user to capture the reimbursement date. If reimbursement date is later than the branch date, system will display an error.	
Pre-shipment Credit Outstanding Amount	This field displays the pre-shipment credit outstanding amount.	
Pre-shipment Credit Repayment Amount	This field displays the pre-shipment credit repayment amount.	

FX Linkage

This section enables the user to link the existing FX contract(s) to the drawing. User can link one or more FX deals to a drawing/bill. The linked value of an FX deal(s) must not exceed the value of the drawing/bill.

FX contract linkage with the Drawing/Bill booking can happen only for immediate liquidation of sight payment or for Usance. For manual sight payment, the user needs to link the FX contract on the date of liquidation of the drawing/bill.

Provide the FX linkage detail based on the description in the following table:

Field	Description	Sample Values
Drawing Currency	Read only field. This field displays the currency details from the drawing.	
Drawing Amount	Read only field. This field displays the drawing amount from the drawing.	
Drawing Maturity Date	System to display the due date for the drawing in case of a Usance bill. In case of a sight bill, the system should display the current branch date as Maturity Date (for processing immediate payment).	

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Field	Description	Sample Values
Contract Reference Number	Select the FX contract from the LOV.	
Contract Currency	This field displays the currency of the FX contract.	
Contract Amount	This field displays the amount of the FX contract.	
Contract Available Amount	This field displays the unlinked/ available amount under the FX contract.	
Linkage Amount	If FX contract is linked already for the underlying LC, system will display the amount linked. If FX contract is not linked, user can provide the Linkage amount. **Note** The linkage amount must not be more than the drawing amount.	
Rate	This field displays the rate at which the contract is booked.	
Amount in Contract Currency	This field displays the amount in contract currency converted from FX currency.	
Average FX Rate	Average rate for more than one contract if linked.	

Loan Preference

This section enables the user to request for a loan to liquidate the drawing under the LC. This section will be enabled based on the product selected for booking the drawing under the LC.

Provide the loan preference details based on the description in the following table:

Field	Description	Sample Values
Product	Read only field. This field displays the loan product linked to the drawing product.	
Customer ID	Read only field. This field displays the customer ID of the applicant/applicant bank.	
Customer Name	Read only field. This field displays the applicant/applicant bank name.	
Drawing Currency	Read only field. This field displays the currency for the drawing.	
Loan Amount Required in Drawing Currency	Application defaults the drawing outstanding amount and enables the user to reduce the amount.	
Credit Line	Enables the user to select the Line to be utilized. In case of multiple lines, user must be able to attach the required number of lines.	
Loan Tenor	Application defaults the loan tenor based on the product.	
Exchange Rate	This field will be enabled only if the Drawing currency and Loan Currency are different. If FX linkage is available, system to display the Exchange rate from FX linkage. System will display the card rate, if FX linkage is not applicable.	
Loan Currency-Amount	Select the currency for the loan amount.	
Loan Maturity Date	System defaults the date based on the Loan value date and Loan tenor. User cannot change the value.	

Preview

User can view the draft preview of the advise.

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Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Submit	Task will get moved to next logical stage of Export LC Liquidation. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request	
Cancel	Cancel the Data Enrichment stage inputs.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Next	Click Next to move to next logical step in Data Enrichment stage.	

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Settlement Details

Provide the settlement details based on the description in the following table:

Settlement Details

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator
BCCOUR_LIQD	KWD	Debit	GS100002620016	EMR & CO	GBP	
BCLIQCG_LIQD	GBP	Debit	GS100002620016	EMR & CO	GBP	
BCOPNCG_LIQD	GBP	Debit	GS100002620016	EMR & CO	GBP	
BCSWIFT_LIQD	GBP	Debit	GS100002620016	EMR & CO	GBP	
BILL_AMOUNT	GBP	Credit	GS100002610012	HSBC BANK	GBP	No
BILL_AMT_EQUIV	GBP	Credit	GS100002610012	HSBC BANK	GBP	No
BILL_LIQ_AMT	GBP	Credit	GS100002610012	HSBC BANK	GBP	
BILL_LIQ_AMTEQ	GBP	Debit	GS100002620016	EMR & CO	GBP	
BKTAX_AMT	GBP	Debit	GS100002620016	EMR & CO	GBP	

BCCOUR_LIQD - Party Details

Transfer Type	Charge Details	Netting Indicator	Ordering Customer
None	Remitter All Charges	Select	Name/Account

Oredering Institution	Senders Correspondent	Receivers Correspondent	Intermediary Institution
Name/Account	Name/Account	Name/Account	Name/Account

Account With Institution	Beneficiary Institution	Ultimate Beneficiary	Intermediary Reimbursement Institution
Name/Account	Name/Account	Name/Account	Name/Account

Payment Details

Sender To Receiver 1	Sender To Receiver 2	Sender To Receiver 3	Sender To Receiver 4

Sender To Receiver 5	Sender To Receiver 6		

Remittance Information

Payment Detail 1	Payment Detail 2	Payment Detail 3	Payment Detail 4

Reject | Hold | Cancel | Save & Close | Back | Next

Field	Description	Sample Values
Component	Components gets defaulted based on the product selected.	
Currency	Application displays the default currency for the component.	
Debit/Credit	Application displays the debit/credit indicators for the components.	
Account	Application Displays the account details for the components.	
Account Description	Application displays the description of the selected account.	
Account Currency	Application defaults the currency for all the items based on the account number.	
Netting Indicator	Application displays the applicable netting indicator.	
Amount	Amount for each component. This is populated from the transaction details of the drawing.	

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On click of any component in the grid, the application displays Party Details, Payment Details and Remittance Information.

Party Details

Provide the party details based on the description in the following table:

Field	Description	Sample Values
Transfer Type	Select the transfer type from the drop list: • Customer Transfer • Bank Transfer for own account • Direct Debit Advice • Managers Check • Customer Transfer with Cover • Bank Transfer	
Charge Details	Select the charge details for the transactions: • Beneficiary All Charges • Remitter Our Charges • Remitter All Charges	
Netting Indicator	Select the netting indicator for the component: • Yes • No	
Ordering Customer	Select the ordering customer from the LOV.	
Ordering Institution	Select the ordering institution from the LOV.	
Senders Correspondent	Select the senders correspondent from the LOV.	
Receivers Correspondent	Select the receivers correspondent from the LOV.	
Intermediary Institution	Select the intermediary institution from the LOV.	
Account with Institution	Select the account with institution from the LOV.	
Beneficiary Institution	Select the beneficiary institution from the LOV.	
Ultimate Beneficiary	Select the ultimate beneficiary from the LOV.	
Intermediary Reimbursement Institution	Select the intermediary reimbursement institution from the LOV.	

Payment Details

Provide the Payment Details based on the description in the following table:

Field	Description	Sample Values
Sender to Receiver 1	Provide the sender to receiver message.	
Sender to Receiver 2	Provide the sender to receiver message.	
Sender to Receiver 3	Provide the sender to receiver message.	

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Field	Description	Sample Values
Sender to Receiver 4	Provide the sender to receiver message.	
Sender to Receiver 5	Provide the sender to receiver message.	
Sender to Receiver 6	Provide the sender to receiver message.	

Remittance Information

Provide the Payment Details based on the description in the following table:

Field	Description	Sample Values
Payment Detail 1	Provide the payment details.	
Payment Detail 2	Provide the payment details.	
Payment Detail 3	Provide the payment details.	
Payment Detail 4	Provide the payment details.	

Summary

User can review the summary of details updated in Data Enrichment Export LC Liquidation request.

The tiles must display a list of fields with values. User can drill down from summary Tiles to respective data segments.

Tiles Displayed in Summary

- Main Details - User can view details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc.
- Maturity Details - User can view the maturity details.
- Advices - User can view the details of advices.
- Limits and Collaterals - User can view limits and collateral details.

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- Charges - User can view charge details.

- Payment Details - User can view the payment details.

- Settlement Details - User can view the settlement details.

- FX Details - User can view the details of FX linkage.

- Preview Messages - User can view the preview of the draft message.

- Loan Preferences - User can view the loan preference details.

- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Submit	Task will get moved to next logical stage of Export LC Liquidation. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request	
Cancel	Cancel the Liquidation stage inputs.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	

Exceptions

As per regulatory requirement, all tasks are scrutinized for KYC, Compliance and Sanctions. Task. The checks to external system/internal system is initiated after the Data Enrichment Stage.

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The amount Block earmark and Limit Earmarks if applicable are also initiated after the Data Enrichment stage.

If a negative response is received for any of the calls, the task lands in respective exceptional queue which require further manual handling/approval.

Exception - Amount Block

As part of amount block validation, application will check if sufficient balance is available in the account to create the block. On hand-off, system will debit the blocked account to the extent of block and credit charges/ commission account in case of charges block or credit the amount in suspense account for blocks created for collateral.

The transactions that have failed amount block due to non-availability of amount in respective account will reach the amount block exception stage.

Log in into OBTFPM application, amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue. Open the task to view summary of important fields with values.

Exception is created when sufficient balance is not available for blocking the settlement account and the same can be addressed by the approver in the following ways:

Approve:

- Settlement amount will be funded (outside of this process)
- Allow account to be overdrawn during hand-off

Refer:

- Refer back to DE providing alternate settlement account to be used for block.
- Different collateral to be mapped or utilize lines in place of collateral.

Reject:

Reject the transaction due to non-availability of sufficient balance in settlement account.

Amount Bock Exception

This section will display the amount block exception details.

Summary

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and LC details, if required.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Charge Details - User can view and modify details provided for charges, if required.

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Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Reject	On click of reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Refer	User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	
Cancel	Cancel the Export LC Liquidation Amount Block Exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

Exception - Know Your Customer (KYC)

As part of KYC validation, application will check if necessary KYC documents are available and valid for the applicant. The transactions that have failed KYC due to non-availability / expired KYC verification will reach KYC exception stage.

Log in into OBTFPM application, KYC exception queue. KYC exception failed tasks for trade finance transactions must be listed in your queue. Open the task, to see summary tiles that display a summary of important fields with values.

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User can pick up a transaction and do the following actions:

Approve

- After changing the KYC status in the back end application (outside this process).
- Without changing the KYC status in the back end application.
- Reject (with appropriate reject reason).

Summary

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and LC details, if required.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Refer	User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	

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Field	Description	Sample Values
Cancel	Cancel the Export LC Liquidation KYC exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

Multi Level Approval

Log in into OBTFPM application and open the task to see the summary tiles. The tiles must display a list of important fields with values. User must be able to drill down from summary Tiles into respective data segments to verify the details of all fields under the data segment.

Authorization Re-Key (Non-Online Channel)

For non online channel, application will request approver for few critical field values as an authorization step. If the values captured match with the values available in the screen, system will allow user to open the transaction screens for further verification. If the re-key values are different from the values captured, then application will display an error message.

Open the task and re-key some of the critical field values from the request in the Re-key screen. Some of the fields below will dynamically be available for re-key.:

- Liquidation Currency Code
- Liquidation Amount

Re-key is applicable to the first approver in case of multiple approvers. All approvers will however be able see the summary tiles and the details in the screen by drill down from tiles.

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Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Upload the required documents.	
Remarks	Provide any additional information regarding the LC. This information can be viewed by other users processing the request.	
Incoming Message	Displays the incoming message, if any.	
Action Buttons		
Proceed	On proceed, the screen navigates to approval summary screen.	
Refer	User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R5 - Others	
Cancel	Cancel the Import LC Drawing Approval Rekey.	

Summary

Tiles Displayed in Summary:

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- Main Details - User can view details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc.
- Limits and Collaterals - User can view limits and collateral details.
- Charge Details - User can view charge details.
- Advices - User can view the details of the advices.
- Preview Messages - User can view the preview of the draft message.
- Payment Details - User can view the payment details.
- Settlement Details - User can view the settlement details.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: - R1- Documents missing - R2- Signature Missing - R3- Input Error - R4- Insufficient Balance/Limits - R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Refer	User will be able to refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes: - R1- Documents missing - R2- Signature Missing - R3- Input Error - R4- Insufficient Balance- Limits - R5 - Others	
Cancel	Cancel the approval.	

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Field	Description	Sample Values
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.	

Reject Approval

As a Reject approver, user can review a transaction rejected and waiting for reject confirmation.

Log in into OBTFPM application to view the reject approval tasks for Export LC Liquidation in queue. On opening the task, you will see summary tiles. The tiles will display a list of important fields with values.

The tile containing the screen from where the reject was triggered will be highlighted in red.

User can drill down from reject summary tiles into respective data segments to verify the details of all fields under the data segment.

Application Details

The application details data segment have values for requests received from both non-online and online channels.

Summary

The data captured during handling of the transaction until the stage when reject is given will be available in the summary tile. Other fields will be blank when verified from summary tile.

The data segment in which the task was rejected will have the tiles highlighted in a different colour (red).

- Main Details - User can view details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc.
- Beneficiary Response - User can view beneficiary response details.
- Discrepancy Details - User can view the discrepancy details of the drawing.
- Maturity Details - User can view the maturity details.
- Limits and Collaterals - User can view limits and collateral details.
- Charges - User can view charge details.
- Revolving Details - User can view revolving details on revolving LC.
- Payment Details - User can view the payment details.
- Settlement Details - User can view the settlement details.
- Preferences - User can view set loan preferences.
- FX Linkage - User can view the details of FX Linkage.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

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Action Buttons

Use action buttons based on the description in the following table:

Field	Description	Sample Values
Reject Approve	On click of Reject Approve, the transaction is rejected.	
Reject Decline	On click of Reject Decline, the task moves back to the stage where it was rejected. User can update the reason for reject decline in remarks.	
Hold	User can put the transaction on 'Hold'. Task will remain in Pending state.	
Cancel	Cancel the Reject Approval.	

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References

For more information on any related features, you can refer to the following documents:

- Getting Started User Guide
- Common Core User Guide

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