

Guarantee Issuance Internal Amendment User Guide
**Oracle Banking Trade Finance Process
Management**

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Oracle Banking Trade Finance Process Management - Guarantee Issuance Internal Amendment User Guide
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Contents

Oracle Banking Trade Finance Process Management	1
Overview.....	1
Benefits.....	1
Key Features	1
Guarantee Issuance Internal Amendment	2
Common Initiation Stage.....	2
Registration.....	3
Application Details	4
Undertaking Details	5
Miscellaneous.....	8
Data Enrichment	9
Main Details.....	12
Additional Fields	14
Advices	16
Additional Details.....	20
Data Enrichment - Summary	29
Multi Level Approval.....	31
Handoff	33
Reference and Feedback	37
References.....	37
Documentation Accessibility.....	37
Feedback and Support.....	37

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 the Trade Finance operations. OBTFPM enables the customers to send request for new Trade Finance transaction either by visiting the branch (offline channels) or through SWIFT/Trade Portal/other external systems (online channels).

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.

Guarantee Issuance Internal Amendment

Guarantee Issuance Internal Amendment allows the user to register a request for Internal Amendment of Guarantee/SBLC Issued received from the Applicant. If the request is received by mail/Courier, the user should be able to initiate the request.

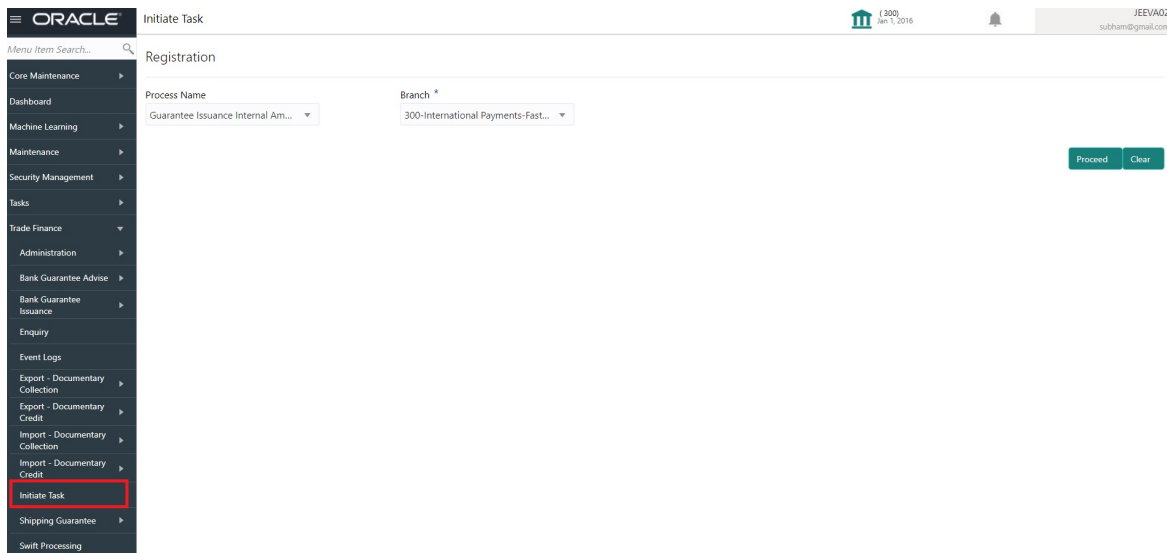
This chapter contains the following topics:

Common Initiation Stage	Registration
Data Enrichment	Multi Level Approval

Common Initiation Stage

The user can initiate the new guarantee issuance internal amendment request from the common Initiate Task screen.

1. Using the entitled login credentials, login to the OBTFPM application.
2. Click **Trade Finance > Initiate Task**.



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

Field	Description
Process Name	Select the process name to initiate the task.
Branch	Select the branch.

Action Buttons

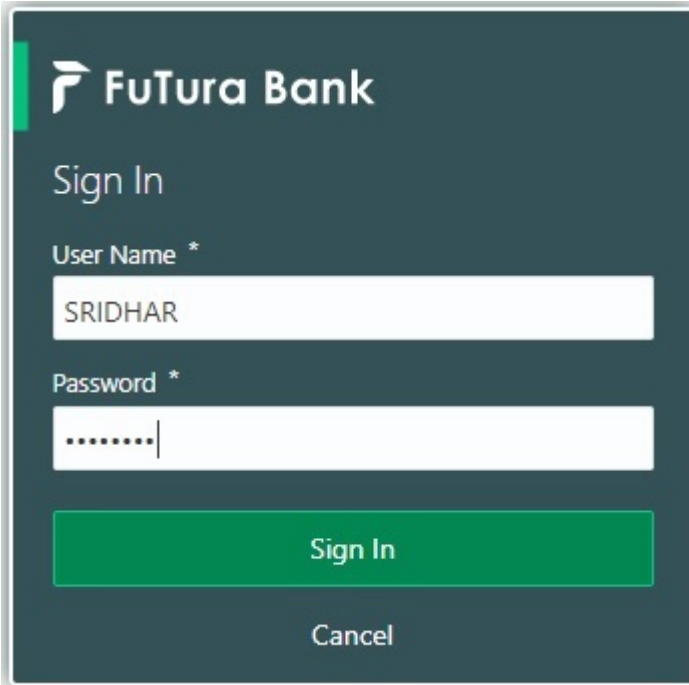
Use action buttons based on the description in the following table:

Field	Description
Proceed	Task will get initiated to next logical stage.
Clear	The user can clear the contents update and can input values again.

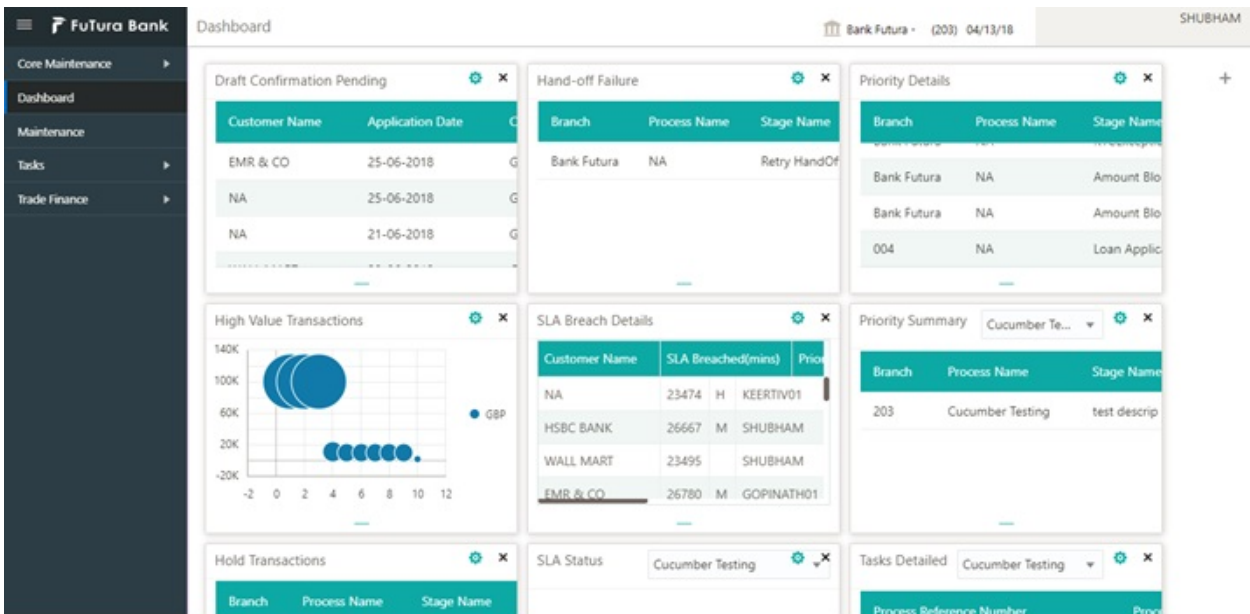
Registration

As a Registration user, you can register an internal amendment to a Guaranteed/SBLC issued request, also can upload relevant documents and verify checklist items. If the request is received by mail/Courier, you can update the request.

1. Using the entitled login credentials for Registration 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> Bank Guarantee Issuance > Guarantee Issuance Internal Amendment.

The Registration stage has two sections Application Details and Undertaking Details. Let's look at the Registration stage:

Application Details

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

Field	Description	Sample Values
Undertaking Number	Enter the undertaking number or alternatively select it from LOV'. As part of LOV criteria; user can input the Customer Id, Beneficiary name, Currency and amount.	
Received From - Customer ID	Read Only Field System defaults the customer ID available in Guarantee.	001345

Field	Description	Sample Values
Received From - Customer Name	Read Only Field System defaults the customer ID available in Guarantee.	EMR & CO
Branch	Read only field. Branch Name will be auto-populated from Guarantee details.	203-Bank Futura -Branch FZ1
Priority	This field will be defaulted based on the priority maintained for the customer. Priority maintained will be populated as either 'Low or Medium or High'. If priority is not maintained for a customer, 'Medium' priority will be defaulted. Users are allowed to change the priority.	High
Submission Mode	System defaults the submission mode as 'Desk' for the transactions created via registration Users are allowed to change the values. The values are: Desk - Request received through Desk Courier - Request received through Courier Email - Request received through Email FAX - Request received through FAX	Desk
Process Reference Number	Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	203GTEADV00 15920
Amendment Date	System defaults the branch's current system date.	04/13/2018
Customer Reference Number	User can enter the 'Reference number' provided by the applicant/applicant bank.	

Undertaking Details

Registration user can view the latest Guarantee/SBLC values defaulted in the respective fields in the Undertaking Details in this section. All the fields in this section is read only.

ORACLE Dashboard (300) Jan 1, 2016 JEEVA02 subham@gmail.com

Guarantee Issuance Internal Amendment Documents Remarks X

Application Details

Undertaking Number: 300GUIS160015501
 Priority: Medium
 Customer Reference Number: 300GUIS160015501

Received From - Customer ID: 001506
 Submission Mode: Desk

Received From - Customer Name: MARKS AND SPENCER
 Process Reference Number: 300GTEI000039381

Branch: 300-International Payments-Fast...
 Amendment Date: Jan 1, 2016

View Undertaking Undertaking Events

Undertaking Details

22D - Form of Undertaking: [Dropdown]
 22K - Type Of Undertaking: [Dropdown]
 23B - Expiry Type: [Dropdown]
 40C - Narrative: [Text]

Product Code: GUIA
 22A - Purpose of Message: [Dropdown]
 31E - Date of Expiry: May 31, 2020
 50 - Applicant Name: 001506 MARKS AND SP [Text]

Product Description: Guarantee Issuance / Reissuance upon
 23X - File Identification: [Dropdown]
 35G - Expiry Condition/ Event: [Text]

59A - Beneficiary Name: 001564 guarantee bene [Text]

32B - Undertaking Amount: GBP £100,000.00
 23X - Narrative: [Text]

40C - Applicable Rules: URDG - Uniform rules for dema...
 56A - Advising Bank: 001505 WELLS FARGO L [Text]

Advise Through Bank: [Text]
 Counter SBLC/Guarantee Issuing Bank: [Text]
 Local SBLC/Guarantee Issuing Bank: [Text]

39D - Additional Amounts: [Text]

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Form of Undertaking	Read only field. System defaults the value from Guarantee Issuance details.	
Product Code	Read only field. System defaults the value from Guarantee Issuance details.	GUIA
Product Description	Description of the product. Read only field. System defaults the value from Guarantee Issuance details.	Guarantee Advising
Undertaking Amount	Read only field. System defaults the outstanding value available from Guarantee Issuance details.	
Type Of Undertaking	Read only field. System defaults the value available from Guarantee Issuance details.	
Purpose of message	Read only field. System defaults the value from Guarantee Issuance details.	

Field	Description	Sample Values
File Identification	The type of delivery channel and its associated file name or reference. Read only field. System defaults the value from Guarantee Issuance details.	
Narrative	Read only field. System defaults the value from Guarantee Issuance details.	
Expiry Type	This field indicates whether undertaking has specified expiry date or is open-ended. System defaults the expiry type from Guarantee/ SBLC Issuance.	
Date Of Expiry	Expiry date of the Guarantee Advised. System defaults the expiry date from Guarantee/ SBLC Issuance.	09/30/18
Expiry Condition/Event	Expiry Date of Guarantee. Read only field. System defaults the value from Guarantee Issuance details.	09/30/18
Applicable Rules	Rules for Guarantee. Read only field. System defaults the value from Guarantee Issuance details.	URDG - Uniform rules for demand guarantees
Narrative	Read only field. System defaults the value from Guarantee Issuance details.	
Applicant Name	Read only field. System defaults the value from Guarantee Issuance details.	001345 Nestle
Beneficiary Name	Read only field. System defaults the beneficiary from Guarantee Issuance details.	001345 Nestle
Advising Bank	Read only field. System defaults the advising bank if available.	001343 - Bank Of America
Advising Through Bank	Read only field. System defaults the advising through bank if available.	Advising Bank Reference
Counter Guarantee Issuing Bank	Read only field. System defaults the counter guarantee issuing through bank if available.	

Field	Description	Sample Values
Local Guarantee Issuing Bank	Read only field. System defaults the local guarantee issuing bank if available.	
Additional Amounts	Read only field. Additional Amount covered as per the latest LC details is displayed in Guarantee Issuance details.	

Miscellaneous

The screenshot shows the Oracle interface for 'Guarantee Issuance Internal Amendment'. The top navigation bar includes the Oracle logo, 'Free Tasks', and user information (JEEVAO2, subham@gmail.com). The main form area is divided into sections: 'Application Details' and 'Undertaking Details'. The 'Application Details' section includes fields for Undertaking Number (300GUIS16001A2PI), Priority (Medium), Customer Reference Number (300GUIS16001A2PI), Received From - Customer ID (001506), Submission Mode (Desk), Received From - Customer Name (MARKS AND SPENCER), Process Reference Number (300GTEI000039391), Branch (300-International Payments-Fast...), and Amendment Date (Jan 1, 2016). The 'Undertaking Details' section includes fields for 22D - Form of Undertaking, 22K - Type Of Undertaking, 23B - Expiry Type, 40C - Narrative, Product Code (GUIS), 22A - Purpose of Message, 31E - Date of Expiry (Jul 31, 2020), 50 - Applicant Name (MARKS AND SPENCER), Counter SBLC/Guarantee Issuing Bank, Product Description (Guarantee Issuance / Reissuance upon), 23X - File Identification, 35G - Expiry Condition/ Event, 59A - Beneficiary Name (GOODCARE PLC), Local SBLC/Guarantee Issuing Bank, 32B - Undertaking Amount (GBP, £100,100.00), 23X - Narrative, 40C - Applicable Rules (URDG - Uniform rules for dema...), 56A - Advising Bank (001515 BARCLAYS PLC), and 39D - Additional Amounts. Red boxes highlight the 'Documents' and 'Remarks' buttons at the top right, the 'View Undertaking' and 'Undertaking Events' buttons in the middle right, and the 'Hold', 'Cancel', 'Save & Close', and 'Submit' buttons at the bottom right.

Enables the user to upload required documents. Provide the Miscellaneous Details based on the description in the following table:

Field	Description	Sample Values
Documents	Upload the required documents.	
Remarks	Provide any additional information regarding the Guarantee Issuance Internal Amendment. This information can be viewed by other users processing the request.	
View Undertaking	Clicking on View Undertaking button, user can view the the snapshot of latest Guarantee Issuance details.	
Undertaking Events	Clicking on Guarantee Events button, user can view the snapshot of various events under the Guarantee Issuance.	
Verify Signature	System displays the details of Authorized signatories. The pop up box displays the signature id, signature title and image of the signature for verification.	

Field	Description	Sample Values
Checklist	System displays the mandatory and optional checklist items. 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.	
Action Buttons		
Submit	On Submit, system will give confirmation message for successful submission. Task will get moved to next logical stage of Guarantee Issuance Internal Amendment. 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	Cancels the Guarantee Issuance Internal Amendment. 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.	

Data Enrichment

At this stage you can register a request for Internal Amendment of Guarantee/SBLC Issued.

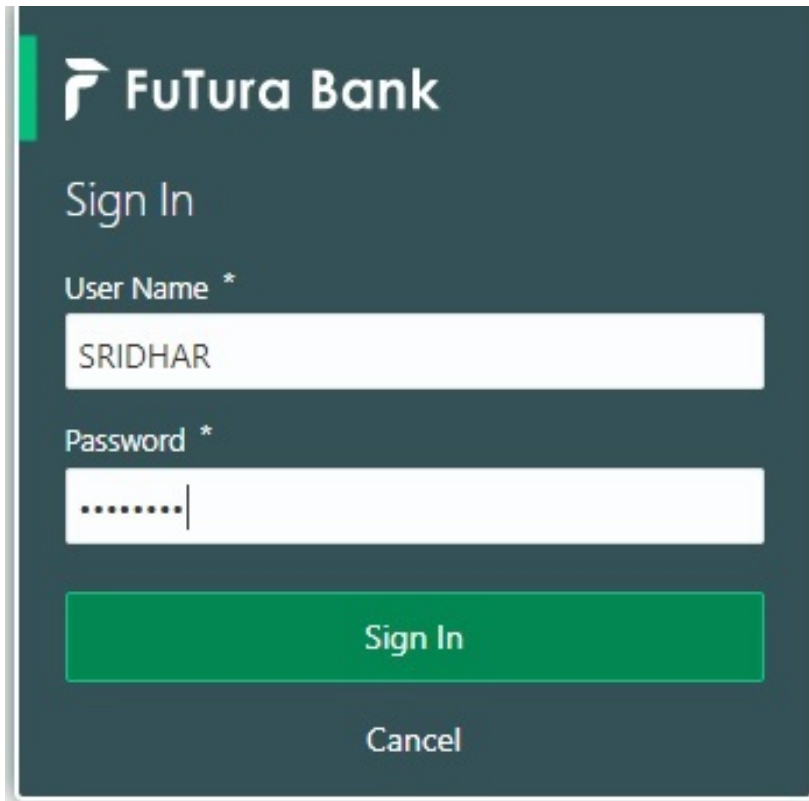
As part of Data Enrichment, you can update the details already captured in Registration stage. If details are not captured in DE stage, you can input the details.

If the request is received by mail/Courier, the user can update the request. The request will have the details entered during the Registration stage.

If the request is received by SWIFT, then the Internal Amendment task needs to be auto created and available for the user in the Dara Enrichment stage to handle.

Do the following steps to acquire a task which completed the Registration and currently at Data Enrichment stage:

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**.

ORACLE Free Tasks (PK2) Mar 22, 2019 JEEVA02 subham@gmail.com

Menu Item Search... Refresh Acquire Assign Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
<input type="checkbox"/> Acquire & E...	M	Guarantee Issuance Internal Am...	PK2GTEI000042222	PK2GTEI000042222	DataEnrichment	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Import LC Amendment Benefici...	PK2ILCA000042220	PK2ILCA000042220	AmountBlock Exception App...	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...		Lodge Claim - Guarantee Issued	PK2GTEC000042208	PK2GTEC000042208	Scrutiny	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...		Lodge Claim - Guarantee Issued	PK2GTEC000042207	PK2GTEC000042207	Scrutiny	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...	M	Export LC Advise	PK2ELCA000042196	PK2ELCA000042196	Scrutiny	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...		Lodge Claim-Guarantee Advised	PK2GADC000042182	PK2GADC000042182	DataEnrichment	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...		Lodge Claim-Guarantee Advised	PK2GADC000042180	PK2GADC000042180	DataEnrichment	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...		Lodge Claim-Guarantee Advised	PK2GADC000042178	PK2GADC000042178	DataEnrichment	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000042172	PK2ILCI000042172	Scrutiny	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000041065	PK2ILCI000041065	Approval Task Level 1	20-11-27	PK2	001185
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000041058	PK2ILCI000041058	Approval Task Level 1	20-11-27	PK2	001185
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000042158	PK2ILCI000042158	Approval Task Level 1	20-12-08	PK2	001185
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000042049	PK2ILCI000042049	Approval Task Level 1	20-12-07	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000041065	PK2ILCI000041065	Approval Task Level 1	20-11-27	PK2	001044

Page 1 of 65 (1 - 20 of 1291 Items) K < 1 2 3 4 5 ... 65 > X

4. Select the appropriate Internal Amendment task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task.

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
<input checked="" type="checkbox"/> Acquire & E...	M	Guarantee Issuance Internal Am...	PK2GTEI000042222	PK2GTEI000042222	DataEnrichment	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Import LC Amendment Benefac...	PK2ILCA000042220	PK2ILCA000042220	AmountBlock Exception App...	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...		Lodge Claim - Guarantee Issued	PK2GTEC000042208	PK2GTEC000042208	Scrutiny	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...		Lodge Claim - Guarantee Issued	PK2GTEC000042207	PK2GTEC000042207	Scrutiny	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...	M	Export LC Advise	PK2ELCA000042196	PK2ELCA000042196	Scrutiny	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...		Lodge Claim-Guarantee Advised	PK2GADC000042182	PK2GADC000042182	DataEnrichment	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...		Lodge Claim-Guarantee Advised	PK2GADC000042180	PK2GADC000042180	DataEnrichment	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...		Lodge Claim-Guarantee Advised	PK2GADC000042178	PK2GADC000042178	DataEnrichment	20-12-09	PK2	
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000042172	PK2ILCI000042172	Scrutiny	20-12-09	PK2	001044
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000041065	PK2ILCI000041065	Approval Task Level 1	20-11-27	PK2	001185
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000041058	PK2ILCI000041058	Approval Task Level 1	20-11-27	PK2	001185
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000042158	PK2ILCI000042158	Approval Task Level 1	20-12-08	PK2	001185
<input type="checkbox"/> Acquire & E...	M	Import LC Issuance	PK2ILCI000042049	PK2ILCI000042049	Approval Task Level 1	20-12-07	PK2	001044

5. The acquired task will be available in **My Tasks** tab. Click **Edit** to provide input for Data Enrichment stage.

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
<input checked="" type="checkbox"/> Edit	M	Guarantee Issuance Inter...	300GTAI000038844	300GTAI000038844	DataEnrichment	20-11-17	300	001505	
<input type="checkbox"/> Edit		Guarantee Advise Inter...	300GTAI000038843	300GTAI000038843	Registration	20-11-17	300	001505	
<input type="checkbox"/> Edit		Guarantee Advise Inter...	300GTAI000038842	300GTAI000038842	Registration	20-11-17	300	001505	
<input type="checkbox"/> Edit	M	Guarantee Issuance	000GTEI000038837	000GTEI000038837	Scrutiny	20-11-16	300	000863	
<input type="checkbox"/> Edit	M	Guarantee Advise Amen...	300GTEA000038705	300GTEA000038705	DataEnrichment	20-11-11	300	001507	
<input type="checkbox"/> Edit	M	Guarantee Advise Amen...	300GTEA000038704	300GTEA000038704	DataEnrichment	20-11-11	300	001507	
<input type="checkbox"/> Edit	M	Export LCCancellation	300ELCC000038683	300ELCC000038683	DataEnrichment	20-11-10	300	001506	
<input type="checkbox"/> Edit		Export LC Drawing Upd...	300ELCU000038666	300ELCU000038666	Registration	20-11-10	300	001564	
<input type="checkbox"/> Edit		Export LC Drawing Upd...	300ELCU000038665	300ELCU000038665	Registration	20-11-10	300	001506	
<input type="checkbox"/> Edit		Export LC Drawing Upd...	300ELCU000038664	300ELCU000038664	Registration	20-11-10	300	001506	
<input type="checkbox"/> Edit		Export LC Drawing Upd...	300ELCU000038662	300ELCU000038662	Registration	20-11-10	300	001506	
<input type="checkbox"/> Edit		Export LC Drawing Upd...	300ELCU000038661	300ELCU000038661	Registration	20-11-10	300	001506	
<input type="checkbox"/> Edit		Export LC Drawing Upd...	300ELCU000038660	300ELCU000038660	Registration	20-11-10	300	001506	

The Guarantee Issuance Internal Amendment - Data Enrichment stage has three sections as follows:

- Main Details
- Additional Fields
- Advices
- Additional Details
- Settlement Details
- Summary

Let's look at the details for Guarantee Issuance Internal Amendment - Data Enrichment 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 three sub section as follows:

- Application Details
- Undertaking Details

Application Details

Refer to [Application Details](#) in the Registration section for more information of the fields.

The screenshot shows the Oracle application interface for 'Guarantee Issuance Internal Amendment - DataEnrichment :: Application No: PK2GTEI000042222'. The 'Application Details' section is highlighted with a red border. The fields in this section are:

Undertaking Number PK2GUR19081ANX7	Received From - Customer ID 001044	Received From - Customer Name GOODCARE PLC	Branch PK2-FLEXCUBE UNIVERSAL BANK
Priority * Medium	Submission Mode Desk	Process Reference Number PK2GTEI000042222	Amendment Date Mar 22, 2019
Customer Reference Number PK2GUR19081ANX7			

Below the Application Details section, the 'Undertaking Details' section is visible, containing fields like 22D - Form of Undertaking, 22K - Type Of Undertaking, 23B - Expiry Type, 40C - Narrative, 22A - Purpose of Message, 31E - Date of Expiry, 50 - Applicant Name, 59A - Beneficiary Name, 32B - Undertaking Amount, 23X - Narrative, 40C - Applicable Rules, 56A - Advising Bank, and 39D - Additional Amounts.

Undertaking Details

The fields listed under this section are same as the fields listed under the [Undertaking Details](#) section in [Registration](#). Refer to [Undertaking Details](#) for more information of the fields.

The screenshot shows the Oracle application interface for 'Guarantee Issuance Internal Amendment - DataEnrichment :: Application No: PK2GTEI000042222'. The 'Undertaking Details' section is highlighted with a red border. The fields in this section are:

22D - Form of Undertaking	Product Code GUIR	Product Description Guarantee Issuance / Reissuance upon	32B - Undertaking Amount GBP £1,000.00
22K - Type Of Undertaking	22A - Purpose of Message ICCO - Issuance of counter-coun...	23X - File Identification	23X - Narrative
23B - Expiry Type FIXD	31E - Date of Expiry Apr 30, 2020	35G - Expiry Condition/ Event	40C - Applicable Rules URDG - Uniform rules for dema...
40C - Narrative	50 - Applicant Name 001044 GOODCARE PLC	59A - Beneficiary Name 001043 MARKS AND SP	56A - Advising Bank 001041 WELLS FARGO I
Advise Through Bank	Counter SBLC/Guarantee Issuing Bank	Local SBLC/Guarantee Issuing Bank	39D - Additional Amounts

The Application Details section is also visible above the Undertaking Details section, containing fields like Undertaking Number, Received From - Customer ID, Received From - Customer Name, Branch, Priority, Submission Mode, Process Reference Number, Amendment Date, and Customer Reference Number.

Action Buttons

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

Field	Description	Sample Values
Request Clarification	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of Refer, user will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the details captured in the screen.	
Next	<p>Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Save & Close	<p>Save the information provided and holds the task in 'My Task' for working later.</p> <p>This option will not submit the request</p>	

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	

Additional Fields

This stage displays the additional fields based on the User defined fields maintained in the system.

The screenshot shows the Oracle application interface for 'Guarantee Issuance Internal Amendment - DataEnrichment :: Application No: PK2GTEI000042222'. The 'Additional Fields' section is active, displaying the message 'No Additional fields configured!'. The interface includes a navigation menu on the left, a top header with the Oracle logo and 'Free Tasks', and a bottom toolbar with buttons for 'Request Clarification', 'Reject', 'Refer', 'Hold', 'Cancel', 'Save & Close', 'Back', and 'Next'.

Action Buttons

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

Field	Description	Sample Values
Request Clarification	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of Refer, user will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the Guarantee Issuance Internal Amendment inputs.	
Next	<p>Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	



Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	Click the Documents icon to View/Upload the required documents. Application will display the mandatory and optional documents.	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	



Advices

This section defaults the advices maintained for the product based on the advices maintained at the Product level.

The screenshot shows the Oracle application interface for 'Guarantee Issuance Internal Amendment - DataEnrichment :: Application No: PK2GTEI000042222'. The 'Advices' section is active, displaying a card for 'Advice : PAYMENT_MESSAGE'. The card details are: Advice Name : PAYMENT_MESSAGE, Advice Party : , Party Name : , Suppress : NO, Advice. The interface includes a navigation menu on the left with options like 'Main Details', 'Additional Fields', 'Advices', 'Additional Details', 'Settlement Details', and 'Summary'. The top header shows 'ORACLE' and 'Free Tasks'. The bottom toolbar contains buttons: 'Request Clarification', 'Reject', 'Refer', 'Hold', 'Cancel', 'Save & Close', 'Back', and 'Next'. The user's name 'JEEVAO2' and email 'subham@gmail.com' are visible in the top right corner.

The user can also suppress the Advice, if required.

Field	Description	Sample Values
Suppress Advice	<p>Toggle on: Switch on the toggle if advice is suppressed.</p> <p>Toggle off: Switch off the toggle if suppress advice is not required for the amendments</p>	
Advice Name	User can select the instruction code as a part of free text.	
Medium	The medium of advices is defaulted from the system. User can update if required.	
Advice Party	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Party ID	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Party Name	<p>Read only field.</p> <p>Value be defaulted from Guarantee /SBLC Issuance.</p>	
Free Format Text		
FTT Code	User can select the FFT code as a part of free text.	
FFT Description	FFT description is populated based on the FFT code selected.	
	Click plus icon to add new FFT code.	
	Click minus icon to remove any existing FFT code.	

Field	Description	Sample Values
Instruction Details		
Instruction Code	User can select the instruction code as a part of free text.	
Instruction Description	Instruction description is populated based on the FFT code selected.	
	Click plus icon to add new instruction code.	
	Click minus icon to remove any existing instruction code.	

Action Buttons

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

Field	Description	Sample Values
Request Clarification	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	

Field	Description	Sample Values
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the Guarantee Issuance Internal Amendment inputs.	
Next	<p>Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Back	On clicking the Back, system should move the task to the previous segment.	
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p>	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	

Additional Details

In the Additional details section, user can enter, update and verify the additional details Data Segment of Internal Amendment of Guarantee/ SBLC Issued request. User can change the values in 'Limits and Collateral' section and 'Charges and Commission' section.

The customer can request for change to existing Line or cash collateral or replacing Line with Cash or vice-versa.

The screenshot displays the Oracle application interface for a Guarantee Issuance Internal Amendment. The main content area is titled 'Additional Details' and contains three panels:

- Limit & Collateral:**
 - Limit Currency :
 - Limit Contribution :
 - Limit Status :
 - Collateral Currency : **GBP**
 - Collateral Contribution : **80**
 - Collateral Status : **Not Verified**
- Charge Details:**
 - Charge :
 - Commission :
 - Tax :
 - Block Status :
- Preview Message:**
 - Language :
 - Preview Message : -




The interface also features a navigation menu on the left with options: Main Details, Additional Fields, Advices, Additional Details (selected), Settlement Details, and Summary. The bottom toolbar includes buttons for: Audit, Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, Back, and Next. The top right corner shows the user's name (JEEVA02) and email (subham@gmail.com).

Limit and Collateral




In this section user can to attach more than one line.

Limits Details



Limit & Collateral ✕

Limit Details





	Customer ID	Line ID	Contribution %	Contribution Currency	Contribution Amount	Limit Check Response	Response Message
<input type="checkbox"/>	001505		100	GBP	£100,000.00		

Collateral Details




	Collateral Type	Collateral %	Currency	Contribution Amount	Settlement Account	Account Balance Check Response	Response Message
<input type="checkbox"/>	Cash Collateral	10	GBP	£10,000.00			

 Save & Close
 Close

Limit Details ✕


Customer ID
 

Contribution % *
 ▼ ▲

Contribution Currency

Limit Currency

Limit Check Response

Line ID *
 

Limits Description

Contribution Amount *



Limit Available Amount



Response Message

Verify

Save & Close
Cancel

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

Field	Description	Sample Values
	Click edit icon to edit any existing Limit Details.	
	Click plus icon to add new Limit Details.	

Field	Description	Sample Values
	Click minus icon to remove any existing Limit Details.	
Customer ID	This field displays the applicant's bank customer ID.	
Line ID	User can choose from the various lines available and mapped under the customer id gets listed in the drop down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount.	
Contribution%	<p>System will default this to 100% and user can modify. System will display an alert message, if modified.</p> <p>Once contribution % is provided, system will default the amount.</p> <p>System to validate that if Limit Contribution% plus Collateral% is equal to 100. If the total percentage is not equal to 100 application will display an alert message.</p> <p> Note</p> <p>The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.</p>	
Limits Description	Description of limit.	
Contribution Currency	The guarantee currency will be defaulted in this field.	
Contribution Amount	User can enter the contribution amount to be utilized under the selected limit.	
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.	
Limit Check Response	Response can be 'Success' or 'Limit not Available'.	

Field	Description	Sample Values
Response Message	Detailed Response message.	

Collateral Details

Collateral Details
✕

Collateral Type *
Cash Collateral ▼

Collateral % *
10.0 ▼ ▲

Currency
GBP

Contribution Amount *
£7,635.50

Settlement Account *
PK20010430013 🔍

Settlement Account Branch
PK2

Settlement Account Currency
USD

Account Available Amount
\$99,832,937.53

Response
Available




Response Message
The amount block can be performed

Verify

✓ Save & Close

✕ Cancel

Provide the collateral details based on the description provided in the following table:

Field	Description	Sample Values
Edit Icon 	Click edit icon to edit any existing Collateral Details.	
	Click plus icon to add new Collateral Details.	
	Click minus icon to remove any existing Collateral Details.	
Collateral Type	Cash Collateral (CASA) will be the default value available as collateral type. User can select either Cash Collateral or Deposits.	
Collateral %	User must enter the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message.	

Field	Description	Sample Values
Currency	Read only field. The guarantee currency will get defaulted in this field.	
Contribution Amount	Collateral drawing amount will get defaulted in this field.	
Settlement Account	Select the settlement account for the collateral.	
Settlement Account Branch	Settlement Account Branch will be auto-populated based on the Settlement Account selection.	
Settlement Account Currency	Select 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

After Advices, clicking on Next button and landing on the additional tab, charges and tax if any will get defaulted from Back end simulation. If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.

Component	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
LCCOURAMND	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
LCSWIFTAMN	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Provide the Charge Details based on the description provided in the following table:

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. User can edit the value, if required.	
Modified	User can enter a new amount in 'Modified' field. This will be the new charge for the modified component.	

Field	Description	Sample Values
Billing	If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
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.	

Commission Details

Commission Details									
	Rate			Modified	Defer	Waive	Charge Party	Settlement Account	
AGUIR_COMM	1.5	GBP	£17,530.74		<input type="checkbox"/>	<input type="checkbox"/>		30000015050028	<input type="text"/>

Provide the Commission Details based on the description provided in the following table:

Field	Description	Sample Values
Component	Select the commission component	
Rate	Defaults from product. User can change the rate, if required.	
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. User can modify the value, if required.	
Modified	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Defer	Select the check box, if charges/commissions has to be deferred and collected at any future step.	
Waive	Select the check box to waive charges/ commission. Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary.	

Field	Description	Sample Values
Settlement Account	Details of the Settlement Account.	

Tax Details

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. Tax details are defaulted from the back-end system.

Following Tax Details will be displayed:

Tax Details					
			Billing	Defer	Settlement Account
LCTAX	GBP	8000	<input type="checkbox"/>	<input type="checkbox"/>	30000015050028
LCTAX	GBP	8000	<input type="checkbox"/>	<input type="checkbox"/>	30000015050028
LCTAX1	GBP	0	<input type="checkbox"/>	<input type="checkbox"/>	30000015050028
LCTAX1	GBP	0	<input type="checkbox"/>	<input type="checkbox"/>	30000015050028
LCTAX2	GBP	876.54	<input type="checkbox"/>	<input type="checkbox"/>	30000015050028
LCTAX2	GBP	876.54	<input type="checkbox"/>	<input type="checkbox"/>	30000015050028

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.	
Billing	If tax are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	Select the check box, if charges/commissions has to be deferred and collected at any future step.	
Settlement Account	Details of the settlement account.	

Preview

The bank user can view a preview of the outgoing SWIFT message and advise simulated from back office. The preview message simulated from the back office and the user can view the message.

Field	Description	Sample Values
Preview SWIFT Message		
Language	Select the language for the SWIFT message.	
Message Type	Select the message type.	
Preview Advice	Display a preview of the draft message.	
Preview Mail Device		
Language	Select the language for the advice message.	
Advice Type	Select the advice type.	
Message Type	Display a preview of the advice.	
Draft Confirmation Required	This toggle enables the user to select if draft confirmation is required or not	

Action Buttons

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

Field	Description
Request Clarification	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.

Field	Description
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>The reject codes are:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance- Limits ● R5 - Others. The user would be able to select a Reject code and give a Reject Description. <p>Other users should be able to see the reject reason in remarks window throughout the process.</p>
Refer	<p>User will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance- Limits ● R5 - Others
Hold	<p>The details provided will be registered and status will be on hold.</p>
Cancel	<p>Cancels the details captured in the screen. The task will get deleted.</p>
Save and Close	<p>User will save the information provided and close the details captured.</p> <p>This option will not submit the request.</p>
Back	<p>On click Back, user navigates to previous step.</p>
Clarification Details	<p>Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.</p>
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p>
Remarks	<p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>
Overrides	<p>Click to view overrides, if any.</p>

Field	Description
View Undertaking	Clicking this button allows the user should to view the undertaking details.

Data Enrichment - Summary

User can review the summary of details updated in Data Enrichment Internal Amendment of Guarantee/ SBLC Issuance.

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

The screenshot shows the Oracle Data Enrichment Summary screen for a Guarantee Issuance Internal Amendment. The interface includes a navigation menu on the left with options like Main Details, Additional Fields, Advices, Settlement Details, and Summary. The main content area displays a grid of 10 summary tiles, each representing a different data segment. The tiles are: Main Details (SBL/Guarantee Type: PGDO, Submission Mode: Desk, Date Of Issue: 2019-03-22), Guarantee Details (FFT Code 1, FFT Code 2), Limits and Collaterals (Limit Currency: GBP, Limit Contribution: 1000, Limit Status: Not Verified, Collateral Currency: GBP, Collateral Contr.: 51, Collateral Status: Not Verified), Commission, Charges and Taxes (Charge: GBP100, Commission: GBP13.52, Tax, Block Status: Not Initia), Advices (Advice1: GUA_AMD_IN, Advice2: GUA_AMD_IN, Advice3: GUA_RELEASES, Advice4: GUA_RELEASES, Advice5: ANCILLARY_), Preview Messages (Language: ENG, Preview Message: -), Additional Fields (Click here to view Additional fields), Settlement Details (Component: OTHBNKCHG_, Account Number: PK10000154, Currency: GBP), Parties Details (Applicant: GOODCARE PLC, Beneficiary: MARKS AND, Advising Bank: WELLS FARG), and Accounting Details (Event: BISS, AccountNumber: 412000001, Branch: PK2). At the bottom, there is an Audit button and a row of action buttons: Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, Back, Next, and Submit.

Tiles Displayed in Summary

- Main Details - User can view the application details and LC details. User can only view but cannot modify the details.
- Guarantee Details - User can view the Guarantee details.
- Limits and Collaterals - User can view the limits and collateral details. User can only view but cannot modify the details.
- Commission Charges and Taxes - User can view the details provided for charges. User can only view but cannot modify the details.
- Advices - User can view the advice details.
- Preview Messages - User can have the preview of message.
- Settlement Details - User can view the Settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc. User can only view but cannot modify the details.
- Accounting Entries - User can view the accounting entries generated in back office.

Action Buttons

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

Field	Description	Sample Values
Request Clarification	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of Refer, user will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the Guarantee Issuance Internal Amendment inputs.	
Next	<p>Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	Click the Documents icon to View/Upload the required documents. Application will display the mandatory and optional documents.	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	

Multi Level Approval

The Approval user can review and approve a Guarantee Issuance Internal Amendment Transaction.

Log in into OBTFPM application and acquire the task to see the summary tiles. The tiles should 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.

The user should be able to view the Approval summary.

Summary

The screenshot shows the Oracle application interface for a Guarantee Issuance Internal Amendment transaction. The main content area displays a grid of summary tiles for various data segments. The 'Main Details' tile is highlighted in blue, indicating it is the current segment being viewed. The tiles display the following information:

- Main Details:** SBLC/Guarantee Type : PGDO, Submission Mode : Desk, Date Of Issue : 2019-03-22
- Guarantee Details:** FFT Code 1, FFT Code 2
- Limits and Collaterals:** Limit Currency, Limit Contribution, Limit Status : Not Verified, Collateral Currency : GBP, Collateral Contr. : 80, Collateral Status : Not Verified
- Commission, Charges and Taxes:** Charge, Commission, Tax, Block Status : Not Initia
- Advices:** Advice1, Advice2
- Preview Messages:** Language : ENG, Preview Message : -
- Additional Fields:** Click here to view Additional fields
- Settlement Details:** Component, Account Number, Currency
- Parties Details:** Applicant : GOODCARE PLC, Advising Bank : WELLS FARG, Beneficiary : MARKS AND
- Accounting Details:** Event, AccountNumber, Branch

The interface includes a top navigation bar with the Oracle logo, user name (JEEVA01), and date (Mar 22, 2019). A bottom navigation bar contains buttons for 'Audit', 'Reject', 'Hold', 'Refer', 'Cancel', and 'Approve'.

Tiles Displayed in Summary:

The tiles pertaining to the fields that are amended is highlighted in different color for the approver user.

- Main Details - User can view the application details and LC details. User can only view but cannot modify the details.

- Guarantee Details - User can view the Guarantee details.
- Limits and Collaterals - User can view the limits and collateral details. User can only view but cannot modify the details.
- Commission Charges and Taxes - User can view the details provided for charges. User can only view but cannot modify the details.
- Advices - User can view the advice details.
- Preview Messages - User can have the preview of message.
- Settlement Details - User can view the Settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc. User can only view but cannot modify the details.
- Accounting Entries - User can view the accounting entries generated in back office

Documents and Checklist

- Documents: Approval user can open the uploaded documents and verify them.
- Checklist: Verify the uploaded documents.
- Remarks: Approval user can view the remarks captured in the process during earlier stages.

Action Buttons

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

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Hold	<p>The details provided will be registered and status will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Refer	<p>User will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others 	

Field	Description	Sample Values
Cancel	Cancel the Guarantee Issuance Internal Amendment approval.	
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.	

Handoff

Once the task is Approved, the task is handed off to the back office for postings. In the back office, the relevant accounting entries are posted, advises are generated, charges and tax to be collected are posted.

In case there is a failure in Handoff, the task goes to retry handoff queue. The user can manually try to initiate handoff.

Format of Guarantee Internal Amendment Registration Acknowledgment Letter

1

<BANK NAME>
<ADDRESS>
|

To:

<CUSTOMER NAME> DATE: DD-MM-YYYY
<CUSTOMER ADDRESS>

Dear Sir,

SUB: Acknowledgement to your Guarantee / SBLC Internal Amendment- Application number <USER REFERENCE>
dated <APPLICATION DATE>

This letter is to let you know that we have received your application requesting Internal Amendment to Guarantee/ SBLC
Issued with the below details.

APPLICATION DATE: <APPLICATION DATE>

APPLICANT NAME: <APPLICANT NAME>

YOUR REFERENCE NO: <USER REFERENCE NUMBER>

OUR REF NUMBER: <PROCESS REF NUMBER>

We have registered your request. Please quote our reference < PROCESS REF NUMBER> for any future correspondence.

This acknowledgement does not warrant Internal Amendment of Guarantee/SBLC on you behalf.

Thank You for banking with us.

Regards,

<DEMO BANK>

Format of Response from Customer

FROM:

<BANK NAME>

<BANK ADDRESS>

TO:

DATE <dd/mm/yyyy>

<CUSTOMER NAME>

<CUSTOMER ADDRESS>

<CUSTOMER ID>

Dear Sir,

SUB: Your Guarantee Internal Amendment Application <User Ref> under our Process Ref <Process Ref No> - Rejected

Further to your recent Guarantee/SBLC cancellation application request dated <Application Date -dd/mm/yy>, under our process ref no <process ref no>, this is to advise you that we will not be able to process Internal Amendment of the undertaking.

After a thorough review of your application and the supporting documents submitted, we have concluded we will not be able to process Internal amendment of the undertaking due to the below reasons

1. XXXXXXXXX
2. XXXXXXXXX
3. XXXXXXXXX

On behalf of Demo Bank, we thank you for your ongoing business and trust we will continue to serve you in future.

For any further queries about details of your Internal Amendment of the undertaking, please contact us at <bank customer support ph.no>

Yours Truly

<Authorized Signatory>

A		M	
Acknowledgement Details	16	Main Details	12
Action Buttons	16	Action Buttons	13
Additional Details	21	Application Details	12
Action Buttons	27	Undertaking Details	12
Limits & Collateral	22	Miscellaneous	8
Additional Fields	14	Multi	33
Action Buttons	14	Multi Level Approval	33
Advices	16, 18	Action Buttons	34
Action Buttons	19	Summary	33
Amendment of Guarantee/SBLC Issued - Customer Draft Confirmation	35	O	
Application Details	4	Overview	1
B		P	
Benefits	1	Preview	28
C		Action Buttons	29
Charge Details	25	R	
Commission	26	Registration	2, 3
Commission Details	26	Action Buttons	8
Common Initiation Stage	2	Application Details	4
Action Buttons	2	Miscellaneous	8
D		S	
Data Enrichment	9	Scrutiny	
Data Enrichment - Summary	30	Main Details	12
Action Buttons	31	Summary	31
F		T	
Format of Response from Customer	36	Tax Details	26
Format of the Draft mail to customer	36	U	
G		Undertaking Details	5
Guarantee Advice	2		
Guarantee Preferences			
Demand Indicator	18		
Preferences	16		
Guarantee preferences	14		
K			
Key Features	1		
L			
Limit and Collateral	21		
Collateral Details	24		
Limits Details	22		

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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