

Import Documentary Collection Booking User Guide  
**Oracle Banking Trade Finance Process Management**  
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Oracle Banking Trade Finance Process Management - Import Documentary Collection Booking User Guide  
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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 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.

# Import Documentary Collection Booking

This process handles the import document under collection. The Documents under Collection are submitted by the Exporter( also referred to as Drawer) directly to the Collecting Bank (Bank of the Importer or Drawee) or through the Exporter's Bank, the Remitting Bank. The collecting bank in turn will handle the documents under collection as instructed by the Drawer/Remitting bank.

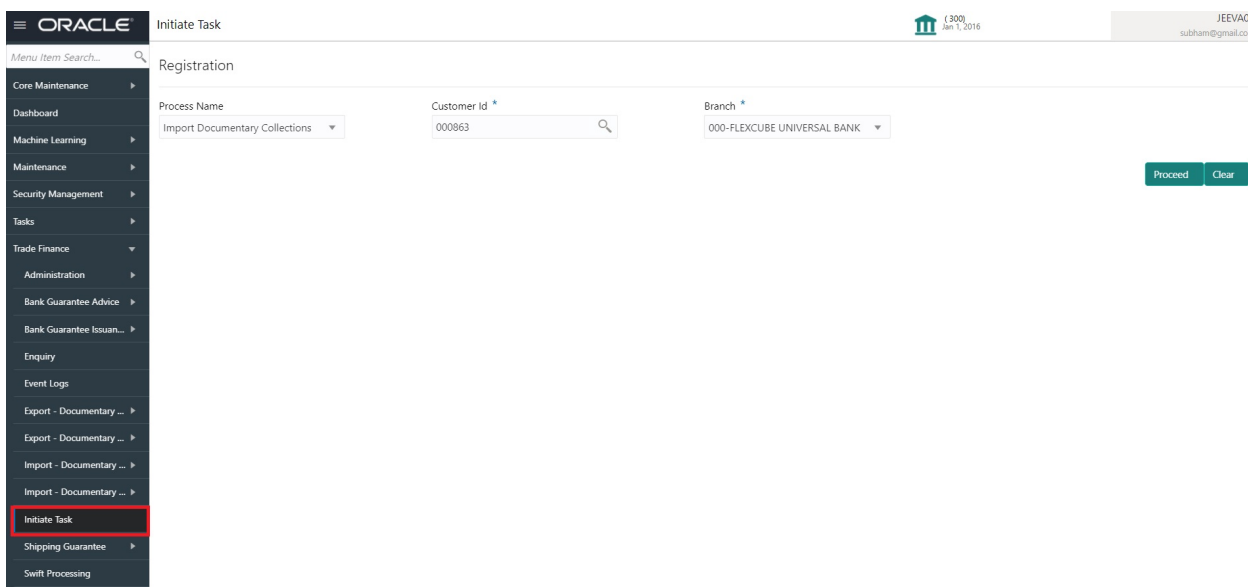
This section contains the following topics:

<a href="#">Common Initiation Stage</a>	<a href="#">Data Enrichment</a>
<a href="#">Registration</a>	<a href="#">Reject Approval</a>
<a href="#">Multi Level Approval</a>	

## Common Initiation Stage

The user can initiate the new import documentary collection booking 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.
Customer ID	Select the customer id of the applicant or applicant's bank.
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.

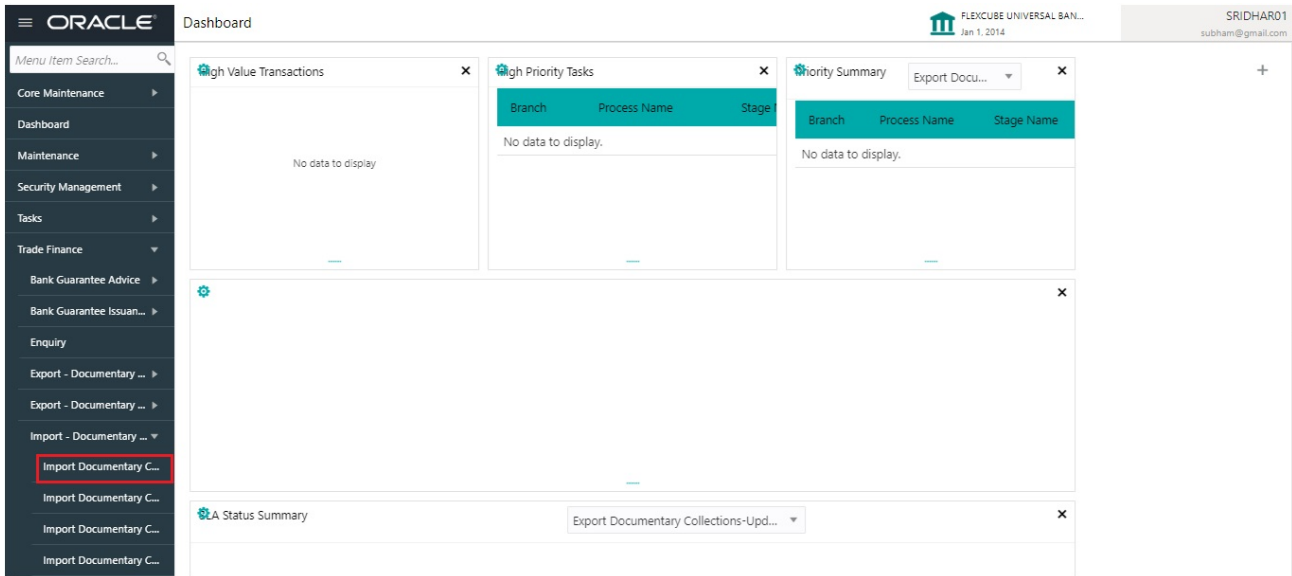
## Registration

If the request the request will be available for an Bill expert to handle the request in the next stage.

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

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

### 3. Click Trade Finance> Import Documentary Collection> Import Documentary Collection Booking.






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

### Application Details

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

Field	Description	Sample Values
Received from Remitting Bank/Drawer	<p><b>Toggle on:</b> Set the toggle on, if documents are received from Remitting Bank. Applicable fields will be displayed to capture the Remitting Bank details.</p> <p><b>Toggle off:</b> Set the toggle off, if the documents are received from drawer. Applicable fields will be displayed to capture the Drawee information.</p>	

Field	Description	Sample Values
Drawee	<p>Provide the Drawee ID and Drawee Name. Alternatively, user can search the Drawee ID using LOV.</p>  <p><b>Note</b> If the selected drawee/ party is blacklisted the system displays a warning message.</p>	EMR & CO
Branch	<p>Read only field. Branch details will be defaulted based on the selected Drawee from the LOV.</p>	203-Bank Futura -Branch FZ1
Priority	<p>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 of Registration stage.</p>	High
Submission Mode	<p>Select the submission mode of Import Collection - Booking request. By default the submission mode will have the value as 'Desk'.</p> <p><b>Desk-</b> Request at the Desk <b>Courier-</b> Request received through Courier</p>	Desk
Booking Date	<p>By default, the application will display branch's current date.</p>	04/13/2018
Remitting Bank/ Remitter	<p>Select the Remitting Bank. Click the look up icon to search the Remitting bank based on Party ID/Party Name. You can also input the party ID and on tab out system will validate and populate the 'Remitting Bank' name.</p>  <p><b>Note</b> In case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".</p>  <p><b>Note</b> If the selected remitting bank is blacklisted the system displays a warning message.</p>	
Remitting Bank/ Remitter Reference	<p>User can update the Remitting Bank reference number, if available.</p>	



Field	Description	Sample Values
Process Reference Number	Unique OBTFPM task reference number for the transaction.  This is auto generated by the system based on process name and branch code.	
Remitting Bank Date/ Remitting Date	Provide the Remitting Bank message date.	

## Collection Details





Registration user can provide collection details in this section. Alternately, collection details can be provided by Scrutiny user.

The screenshot shows the Oracle 'Import Documentary Collection Booking' form. The 'Collection Details' section is highlighted with a red border. It contains the following fields and values:

- Documents Received: Second
- Operation Type: ACC
- Amount In Local Currency: GBP £923.08
- Tenor Type: Usance
- Stage: FINAL
- Finance Amount: USD \$2,200.00
- Product Code: IAN2
- Contract Reference Number: PK2IAN2191261501
- Drawer: 006217 XYZ Company

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

Field	Description	Sample Values
Document Received	Enables to user to select the number of sets of documents received from the LOV: <ul style="list-style-type: none"> <li>• First</li> <li>• Second</li> <li>• Both</li> </ul>	
Tenor Type	Select the Tenor Type from the LOV: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> <li>• Mixed</li> </ul>	
Product Code	Select the product code for the collection.	
Product Description	Read only field.  This field displays the description of the product as per the product code.	

Field	Description	Sample Values
Operation Type	<p>Operation type will be auto-populated from the collection booking. User can update the operation code, if required.</p> <p> <b>Note</b> User cannot change the operation type, If the operation code is set as ADV or COL or DIS in collection Booking.</p> <p> <b>Note</b> User can change the operation type to ADV or DIS, if the operation code is set as ACC in collection booking.</p>	
Stage	<p>System displays the stage of the transaction. User can change the value from initial to final.</p> <p> <b>Note</b> User cannot change the stage value from Final to initial.</p>	
Contract Reference Number	On selection of the Product code, the contract reference number gets simulated from the back office and is displayed.	
Bill Currency	Select the currency.	
Bill Amount	Provide the bill amount.	
Amount In Local Currency	System fetches the local currency equivalent value for the LC amount from back office (with decimal places).	
Finance Amount	<p>Read only field.</p> <p>Finance Amount will be auto-populated based on the selected Documentary Collection Number.</p>	
Drawer	<p>Select the drawer ID and Drawer Name from the LOV.</p> <p> <b>Note</b> If the selected drawee/ party is blacklisted the system displays a warning message.</p>	

## Miscellaneous

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

Field	Description	Sample Values
Documents	Upload the documents received under the Documentary Collection.	
Remarks	Provide any additional information regarding the collection. This information can be viewed by other users handling the request.	

### Action Buttons

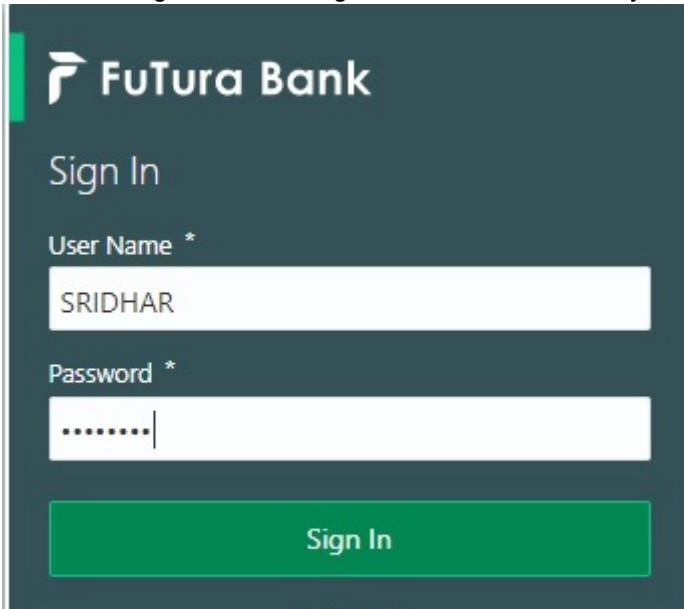
Submit	On submit, task will move to next logical stage of Import Documentary Collection Booking. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.	
Cancel	Cancels the Import Documentary Collection Booking Task. Details entered will not be saved and the task will be removed.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
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

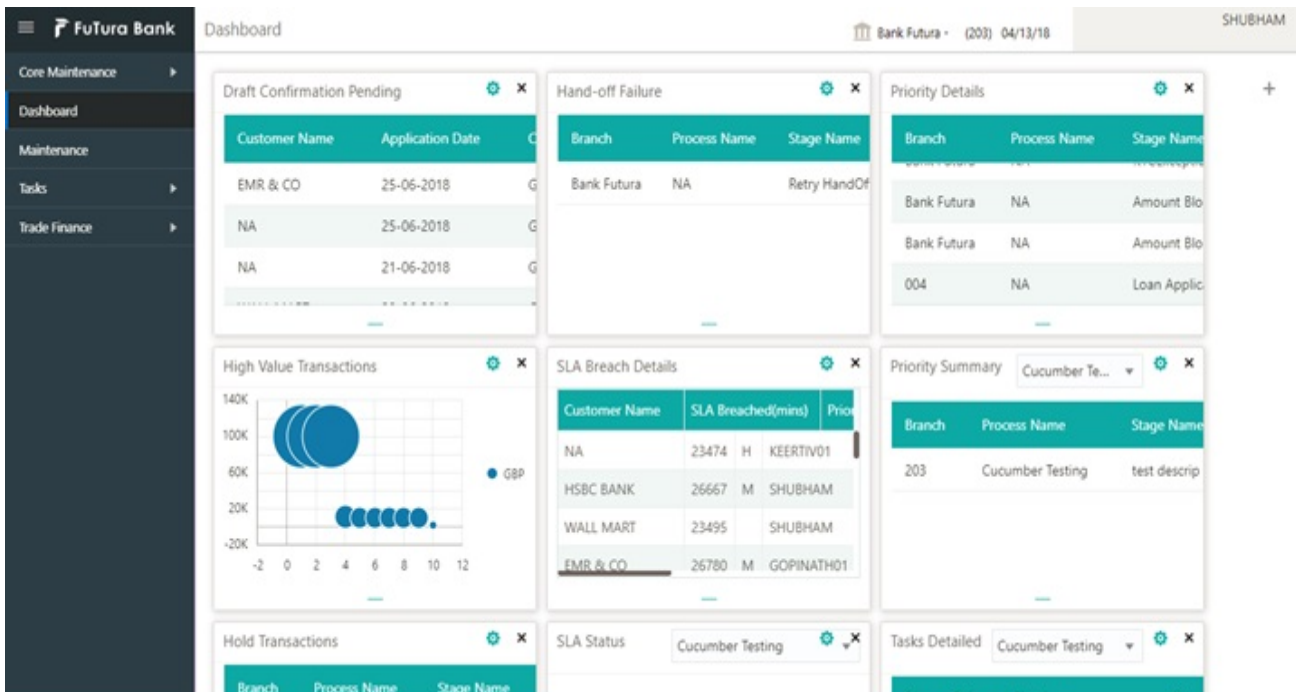
As part of Data Enrichment, user can enter/update details of the Import Documentary Collection Booking.

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

1. Using the entitled login credentials for scrutiny 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.

Action	Priority	Process Name	Process Reference	Application Number	Stage	Application Date	Branch	Customer
Acquire & Edit	M	Import Documentary- B...	000IDCB000030087	000IDCB000030087	DataEnrichment	1587020236841	000	000947
Acquire & Edit	M	Export LC Update Drawi...	300ELCU000030043	300ELCU000030043	HandoffRetryTask	70-01-01	300	001947
Acquire & Edit		Export LC Cancellation	300ELCC000030083	300ELCC000030083	DataEnrichment	1587019969620	300	001947
Acquire & Edit	H	Export LC Advising	300ELCA000029957	300ELCA000029957	DataEnrichment	1586952466787	300	001947
Acquire & Edit		Export LC Amendment	300ELCA000030067	300ELCA000030067	Scrutiny	1587018202990	300	001947
Acquire & Edit	M	Export LC Liquidation	300ELCL000030053	300ELCL000030053	HandoffRetryTask	70-01-01	300	001947
Acquire & Edit		Import LC Drawing	300ILCD000030054	300ILCD000030054	Scrutiny	1587014251663	300	001947
Acquire & Edit	M	Import LC Issuance	GS1ILCI000028828	GS1ILCI000028828	Scrutiny		GS1	000947
Acquire & Edit	M	Import LC Issuance	GS1ILCI000028828	GS1ILCI000028828	Scrutiny		GS1	000947

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

Action	Priority	Process Name	Process Reference	Application Number	Stage	Application Date	Branch	Customer
Acquire & Edit	M	Import Documentary- B...	000IDCB000030087	000IDCB000030087	DataEnrichment	1587020236841	000	000947
Acquire & Edit	M	Export LC Update Drawi...	300ELCU000030043	300ELCU000030043	HandoffRetryTask	70-01-01	300	001947
Acquire & Edit		Export LC Cancellation	300ELCC000030083	300ELCC000030083	DataEnrichment	1587019969620	300	001947
Acquire & Edit	H	Export LC Advising	300ELCA000029957	300ELCA000029957	DataEnrichment	1586952466787	300	001947
Acquire & Edit		Export LC Amendment	300ELCA000030067	300ELCA000030067	Scrutiny	1587018202990	300	001947
Acquire & Edit	M	Export LC Liquidation	300ELCL000030053	300ELCL000030053	HandoffRetryTask	70-01-01	300	001947
Acquire & Edit		Import LC Drawing	300ILCD000030054	300ILCD000030054	Scrutiny	1587014251663	300	001947
Acquire & Edit	M	Import LC Issuance	GS1ILCI000028828	GS1ILCI000028828	Scrutiny		GS1	000947
Acquire & Edit	M	Import LC Issuance	GS1ILCI000028828	GS1ILCI000028828	Scrutiny		GS1	000947

### 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	Application Number	Stage	Application Date	Branch	Customer Number
Edit	M	Import Documentary- B...	000IDCB000030087	000IDCB000030087	DataEnrichment	1587020236841	000	000947
Edit	M	Import Documentary- B...	000IDCB000030049	000IDCB000030049	Registration	1587013588867	000	000947
Edit	M	Export Documentary Re...	000EDCR000029935	000EDCR000029935	Approval Task Level 1	70-01-01	000	000009

The Data Enrichment stage has five sections as follows:

- Main Details
- Document Details
- Other Details
- Shipment Details
- Maturity Details
- Additional Fields
- Advices
- Additional Details

- Settlement Details
- Summary

Let's look at the details for Data Enrichment stage. User must be able to enter/update the following fields. Some of the fields that are already having value from Registration may not be editable.

## Main Details

Main details section has two sub section as follows:

- Application Details
- Collection Details

## 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.

The screenshot shows the Oracle Financials Data Enrichment interface for an Import Documentary Collection Booking. The main details section is divided into two sub-sections: Application Details and Collection Details. The Application Details section is highlighted with a red box and contains the following fields:

- Received From Remitting Bank:
- Drawee: 001061 GOODCARE PLC
- Branch: 190-BANK FUTURA
- Priority: Medium
- Submission Mode: Desk
- Booking Date: Mar 22, 2019
- Remitting Bank/Remitter: 003762 CITIBANK ENGL
- Remitting Bank/Remitter Reference: 44234
- Process Reference Number: 190IDCB000057482
- Remitting Bank Date/Remitting Date: Mar 22, 2019

The Collection Details section contains the following fields:

- Documents Received: Second
- Tenor Type: Usance
- Product Code: IAN2
- Product Description: INCOMING USANCE DOCUMENTRY BI
- Operation Type: ACC
- Stage: FINAL
- Contract Reference Number: PK2IAN2191261501
- Bill Amount: USD \$1,200.00
- Amount In Local Currency: GBP £923.08
- Finance Amount: USD \$2,200.00
- Drawer: 006217 XYZ Company

At the bottom of the interface, there are buttons for Audit, Reject, Refer, Hold, Cancel, Save & Close, Back, and Next.

Following field can be amended based on the description provided in the following table:

Field	Description	Sample Values
Priority	User can change the priority defaulted' Values are High, Medium and Low.	High

## Collection Details

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

The screenshot shows the Oracle 'Collection Details' form. The 'Collection Details' section is highlighted with a red border. The form includes the following fields:

- Documents Received:** Second
- Tenor Type:** Usance
- Product Code:** IAN2
- Product Description:** INCOMING USANCE DOCUMENTRY BIL
- Operation Type:** ACC
- Stage:** FINAL
- Contract Reference Number:** PK2IAN2191261501
- Bill Amount:** USD \$1,200.00
- Amount In Local Currency:** GBP £923.08
- Finance Amount:** USD \$2,200.00
- Drawer:** XYZ Company

## Action Buttons

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

Field	Description	Sample Values
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	<p>Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	

Field	Description	Sample Values
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul>	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Document Details

This section enables the user to capture the details of the documents received.

As part of document details screen in DE stage the user can capture the Transport Document reference and document date. On click of 'Next' system should validate the value in Document Reference field against the transport document/Bill of Lading (MARDOC) against any Outstanding Shipping Guarantees issued for the drawee and is not linked to any Documentary Collection or Import Letter of Credit. System should default the Shipping Guarantee Reference in the next screen.



System to display an override if the Bill Of Lading reference mentioned in the document details screen matches with that of the Bill of Lading reference in any of the unlinked Shipping Guarantees issued for the customer.

Capture the information based on the description in the following table:

Field	Description	Sample Values
Document Code	System will default the document codes based on the product selected. User can add or delete the code by selecting the line on the grid.	
Document Type	System will default the document type based on the product selected.	
Document Description	System will populate the document description based on the document code. User can edit the description.	
Document Reference	User can capture the document reference, if available.  On click of 'Next' system should validate the value in this field against the transport document/ Bill of Lading (MARDOC) against any Outstanding Shipping Guarantees issued for the drawee and is not linked to any Documentary Collection or Import Letter of Credit. System should default the Shipping Guarantee Reference in the next screen.	
Copies Received	User can edit the actual copies received.	
Originals Received	User can edit the actual originals received.	

Field	Description	Sample Values
Document Date	User can edit the date on which the document is received.  On click of 'Next' system should validate the value in this field against the transport document/ Bill of Lading (MARDOC) against any Outstanding Shipping Guarantees issued for the drawee and is not linked to any Documentary Collection or Import Letter of Credit. System should default the Shipping Guarantee Reference in the next screen.	
Action	Click Edit icon to edit the document code/ document date.  Click Delete icon to delete the document code.	

### Action Buttons

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

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.	

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"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <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>User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Next	<p>On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.</p>	

## Other Details

Other Details enables the user to capture details like Shipping Guarantee reference, Credit Value Date, Debit Value Date, Other Bank charges etc..

ORACLE My Tasks (DEFAULTTENITY) (PK2) May 6, 2019 SRIDHAR02 subham@gmail.com

Import Documentary Collection Booking - DataEnrichment :: Application No: 190IDCB000057482

Main Details Document Details **Other Details** Shipment Details Maturity Details Additional Fields Advices Additional Details Settlement Details Summary

Other Details Shipping Guarantee Reference

Shipping Guarantee Reference	Transport Document Reference	Transport Document Date
------------------------------	------------------------------	-------------------------

Other Details

Debit Value Date	Credit Value Date	Value Date
May 6, 2019	May 6, 2019	May 6, 2019

Other Bank Charges

Other Bank Charges-1	Other Bank Charges-2	Other Bank Charges-3
----------------------	----------------------	----------------------

Audit Reject Refer Hold Cancel Save & Close Back Next

Screen ( 3 / 10)

## Shipping Guarantee Reference

Field	Description	Sample Values
Shipping Guarantee Reference	<p>Shipping Guarantee Reference is auto populated from the underlying Shipping Guarantee details, if the Transport Reference Number in the Collection document is same as the Transport Document reference in the Shipping Guarantee.</p> <p>User can select the Shipping Guarantee from the LOV and the Shipping Guarantee Reference Number gets populated, if the Transport Document Reference in Documentary Collection is different from the Shipping Guarantee Transport Document Reference. System to populate an override &lt; Transport Document Reference different from the Documentary Collection and Shipping Guarantee&gt;</p> <p>System provides an override &lt; Mismatch is Transport Document date. Accept to Proceed.&gt;, if the Transport Document Date as per the Collection Document is different from the Transport Document Date as per the Shipping Guarantee.</p>	
Transport Document Reference	<p>Transport Document Reference is auto populated from the underlying Shipping Guarantee details, if the Transport Reference Number in the Collection document is same as the Transport Document reference in the Shipping Guarantee.</p> <p>User can select the Shipping Guarantee from the LOV and the Shipping Guarantee Reference Number, Transport Document Reference gets populated, if the Transport Document Reference in Documentary Collection is different from the Shipping Guarantee Transport Document Reference.</p>	
Transport Document Date	<p>Transport Document Date is auto populated from the underlying Shipping Guarantee details, if the Transport Reference Number in the Collection document is same as the Transport Document reference in the Shipping Guarantee.</p> <p>User can select the Shipping Guarantee from the LOV and the Transport Document Date gets populated, if the Transport Document Reference in Documentary Collection is different from the Shipping Guarantee Transport Document Reference.</p> <p>System provides an override &lt; Mismatch is Transport Document date. Accept to Proceed.&gt;, if the Transport Document Date as per the Collection Document is different from the Transport Document Date as per the Shipping Guarantee.</p>	

## Other Details

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

Field	Description	Sample Values
Debit Value Date	Provide the debit value date.	
Credit Value Date	Provide the credit value date.	
Value Date	Provide the value 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 collection transaction.	
Other Bank Charges - 2	Charges to be collected for the other bank as part of the collection transaction.	
Other Bank Charges - 3	Charges to be collected for the other bank as part of the collection transaction.	

## Shipment Details

The shipment and goods details as per the documents are captured in the respective fields.

The screenshot displays the Oracle Import Documentary Collection Booking - DataEnrichment interface. The main content area is titled "Shipment Details" and is highlighted with a red border. It contains several input fields and dropdown menus for shipment information:

- Transshipment:** ALLOWED
- Partial Shipments:** ALLOWED
- Date of Shipment:** Jun 10, 2021
- Place of Taking in Charge:** (empty field)
- Port of Loading:** (empty field)
- Port of Discharge:** (empty field)
- Place of Final Delivery:** (empty field)
- Carrier Name:** (empty field)
- Shipping Agent Name:** (empty field)
- Shipping Agent Address:** (empty field)

Below the shipment details, there are sections for:

- INCO Terms:** (empty field)
- INCO Terms Description:** (empty field)
- 45A Description of Goods and/or Services:** (empty field)

A table lists the goods details:

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Total Amount	Action
SHPGOOD1	L	SHPGOOD12				[Edit] [Delete]




At the bottom, there are fields for:


- Country of Origin:** (empty field)
- Insurance Company Code:** (empty field)
- Insurance Company:** (empty field)
- Policy Number:** (empty field)

The interface includes a navigation menu on the left with options like Main Details, Document Details, Other Details, Shipment Details (selected), Maturity Details, Additional Fields, Advices, Additional Details, Settlement Details, and Summary. At the bottom, there are buttons for Audit, Reject, Refer, Hold, Cancel, Save & Close, Back, and Next.

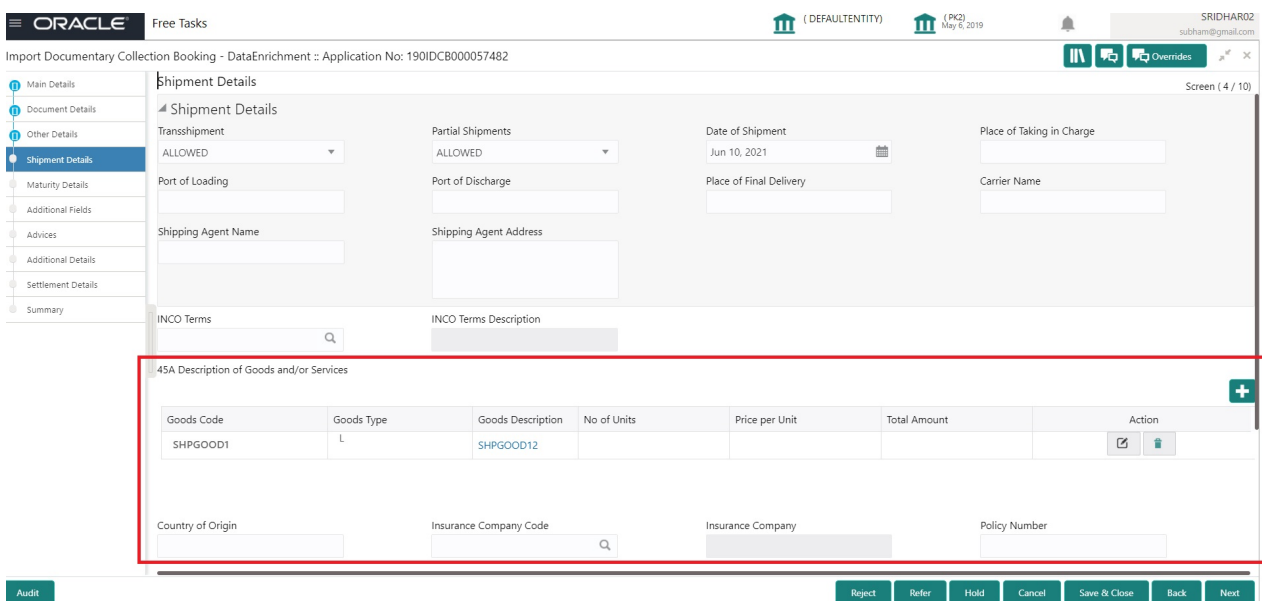
## Shipment Details

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



Field	Description	Sample Values
Transshipment	<p>Provide the transshipment details of goods (if any) from the document received.</p> <p>The values are:</p> <ul style="list-style-type: none"> <li>• Allowed</li> <li>• Not Allowed</li> </ul>	
Partial Shipments	<p>Provide the partial shipment details of goods (if any) from the document received.</p> <p>The values are:</p> <ul style="list-style-type: none"> <li>• Allowed</li> <li>• Not Allowed</li> </ul>	
Date Of Shipment	Provide the date of shipment.	
Place Of Taking In Charge	<p>This field specifies the place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment as indicated on the transport document.</p> <p>Provide the details of place of taking in charge.</p> <div style="text-align: center;">  <p><b>Note</b></p> <p>This field is alternate to <b>Port Of Loading</b>.</p> </div>	
Port Of Loading	<p>This field specifies the port of discharge or airport of destination as indicated on the transport document.</p> <p>Provide the details of Port/Airport of Loading.</p> <div style="text-align: center;">  <p><b>Note</b></p> <p>This field is alternate to <b>Place Of Taking In Charge</b>.</p> </div>	
Port Of Discharge	<p>This field specifies the port of discharge or airport of destination as indicated on the transport document.</p> <p>Provide the details of Port/Airport of Discharge.</p> <div style="text-align: center;">  <p><b>Note</b></p> <p>This field is alternate to <b>Place Of Final Destination</b>.</p> </div>	

Field	Description	Sample Values
Place Of Final Delivery	This field specifies the final destination or place of delivery as indicated on the transport document. Provide the details of Place Of Final Destination.   <b>Note</b> This field is alternate to <b>Port Of Discharge</b> .	
Carrier Name	Provide the name of the carrier through which the goods were shipped.	
Shipping Agent	Provide the shipping agent name as per the document received.	
Shipping Agent Address	Provide the shipping agent details, if more than one carrier is used for the shipment.	
INCO Terms	Select the appropriate INCO terms.	
INCO Terms Description	The description of the INCO Term.	

## Description of Goods and/or Services



The screenshot shows the Oracle Import Documentary Collection Booking - DataEnrichment interface. The 'Shipment Details' section is active, displaying various fields for shipment information. A red box highlights the '45A Description of Goods and/or Services' table, which contains the following data:

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Total Amount	Action
SHPGOOD1	L	SHPGOOD12				 

Below the table, there are fields for Country of Origin, Insurance Company Code, Insurance Company, and Policy Number.

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

Field	Description	Sample Values
+ Icon	Click + icon to add goods details.	
Goods Code	Click look up icon to select the goods code. Once you select goods code, value will populate in Goods Type and Goods Description.	
Goods Type	The goods type is auto populated depending on selected goods code.	



Field	Description	Sample Values
Goods Description	The goods description is auto populated depending on selected goods code.	
No of Units	Enter the number of units being imported or exported.	
Price per Unit	Enter the value for price per unit.	
Total Amount	System to calculate the total price. In case of online request, the system should populate the total amount from incoming request. System should validate that the total amount is equal to the value of the transaction (LC/ Collection).	
Action	Click Edit icon to edit the goods code. Click Delete icon to delete the goods code.	
Country of Origin	Provide the country of origin details as per the documents received.	
Insurance Company Code	Select the Insurance Company Code from the LOV.	
Insurance Company	Read only field. Insurance company details will be displayed as per the selected Insurance Company Code from the LOV.	
Policy Number	Provide the policy number.	
Insurance Company Address	Read only field. Insurance company address will be displayed as per the selected Insurance Company Code from the LOV.	

## Multimodal/Transshipment Details

During shipment, if goods are shipped using multiple transports on its way or any transit ports, the details must be captured in this section.

The screenshot shows the Oracle 'Import Documentary Collection Booking - DataEnrichment' interface. The 'Shipment Details' section is highlighted with a red box. It contains the following fields:

- Shipping Agent Name
- Shipping Agent Address
- INCO Terms
- INCO Terms Description
- 45A Description of Goods and/or Services
- Goods Code
- Goods Type
- Goods Description
- No of Units
- Price per Unit
- Total Amount
- Action
- Country of Origin
- Insurance Company Code
- Insurance Company
- Policy Number
- Insurance Company Address
- Multi-model/ Transshipment details (highlighted)
- Carrier Name: SAS Carrier
- Port: London
- Action: Edit, Delete

At the bottom of the interface, there are buttons for 'Reject', 'Refer', 'Hold', 'Cancel', 'Save & Close', 'Back', and 'Next'.

Field	Description	Sample Values
Carrier Name	Provide the details of the carrier as per the documents received, if the goods were shipped via multiple carriers.	
Port	Provide the port details as per the document received, if the ship has transit on its way to the destination.	
Action	Click Edit icon to edit the Carrier name and port. Click Delete icon to delete the record.	

## Action Buttons

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

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.	

Field	Description	Sample Values
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Maturity Details

This field displays the maturity details and this tile will be disabled, if the tenor for the drawing is 'Sight'.

## Draft Details

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

Field	Description	Sample Values
Draft Code	Update the draft code. Alternatively, user can search the draft details using LOV.	
Draft Amount	Update the draft amount.	
Action	Click Edit icon to edit the draft code. Click Delete icon to delete the draft code.	

## Maturity and Multi Tenor Liquidation Details

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

Field	Description	Sample Values
SNo.	Serial number of the tenor record.	
Tenor Basis	Provide the tenor basis. This field is disabled if the Tenor Type is 'Mixed'.	
Start Date	Select the start date.	
Tenor Days	Provide the tenor basis. This field is disabled if the Tenor Type is 'Mixed'.	
Transit Days	Provide the tenor basis. This field is disabled if the Tenor Type is 'Mixed'.	

Field	Description	Sample Values
Maturity Date	Maturity date as Start date + Tenor Days or Transit Days. This field is disabled if the Tenor Type is 'Mixed'	
Bill Amount	Provide the bill amount.	
Liquidated Amount	Provide the liquidation amount.	
Exchange Rate	Provide the Exchange Rate.	
Liquidation Date	Provide the liquidation date.	
Liquidation Amount	Provide the bill amount.	
Action	Click Edit icon to edit the tenor record. Click Delete icon to delete the tenor record.	

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	Maturity date is auto-populated in this filed.	
Accept Commission From Date	Provide the accept commission from date.	
Accept Commission To Date	Provide the accept commission to date.	

## Action Buttons

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

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.	

Field	Description	Sample Values
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Additional Fields

Banks can configure user defined fields as per their requirement in the Additional Fields Screen.

Import Documentary Collection Booking - DataEnrichment :: Application No: 190IDCB000057482

Additional Fields

Additional Fields

No Additional fields configured!

Audit Reject Refer Hold Cancel Save & Close Back Next

## Advices

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

Import Documentary- Booking - DataEnrichment :: Application No: 000IDCB000030087

Advices

Advice : PAYMENT\_MESSAGE

Advice Name : PAYMENT\_MESSAGE

Advice Party :

Party Name :

Suppress : N

Advice

Audit Reject Refer Hold Cancel Save & Close Back Next

User can suppress the advice if required.

# Additional Details

ORACLE My Tasks (DEFAULTTENITY) (PK2) May 6, 2019 SRIDHAR02 subham@gmail.com

Import Documentary Collection Booking - DataEnrichment :: Application No: PK2IDCB00058749

Screen ( 8 / 10)

**Additional Details**

<b>Charge Details</b> Charge : Commission : Tax : Block Status :	<b>Preview Message</b> Language : Preview Message : -	<b>Payment Details</b> Allow Rollover : <b>No</b> Advance by Loan : <b>No</b> Liquidate using Collateral : <b>No</b>	<b>FX Linkage</b> Reference Number : Currency : Contract Amount :
<b>Loan Preferences</b> Loan Product : Linkage Ref. No : Loan Tenor Loan : Currency : Loan Amount : Loan Maturity Date :	<b>Tracer Details</b> Payment Tracer : <b>No</b> Acceptance Tracer : <b>No</b> Charges Details : <b>No</b>		

Audit Reject Refer Hold Cancel Save & Close Back Next

## Charge Details

This section displays charge details:

Charge Details

Recalculate Redefault

**Charge Details**

Component	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
LCCOURISS	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant	20300134600000000017
LCSWIFTIS	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant	20300134600000000017
OTHBNKCHG	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant	20300134600000000017

**Commission Details**

Component	Rate	Currency	Amount	Modified	Defer	Waive
-----------	------	----------	--------	----------	-------	-------

Save & Close Cancel

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.	



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:

Charge Details

▲ Commission Details

Component	Rate	Currency	Amount	Modified	Defer	Waive
AILSN_COMM	1.5	GBP	\$1,900.00	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

▲ Tax Details

Component	Currency	Amount	Settlement Account
LCTAX2	GBP	95	20300134600000000017
LCTAX	GBP	1600	20300134600000000017
LCTAX1	GBP	0	20300134600000000017

Field	Description	Sample Values
Component	This field displays the commission component.	
Rate	Defaults from product.  The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate.  If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.	
Currency	Defaults the currency in which the commission needs to be collected	

Field	Description	Sample Values
Amount	<p>An amount that is maintained under the product code defaults in this field.</p> <p>The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPM.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>	
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.	
Waive	<p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>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.</p>	
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:

Charge Details

Commission Details

Component	Rate	Currency	Amount	Modified	Defer	Waive
AILS_N_COMM	1.5	GBP	\$1,900.00	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Tax Details

Component	Currency	Amount	Settlement Account
LCTAX2	GBP	95	20300134600000000017
LCTAX	GBP	1600	20300134600000000017
LCTAX1	GBP	0	20300134600000000017

Save & Close  Cancel

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.	

## Payment Details

Payment Details
✕

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Payment Details

Auto Liquidate

Liquidate using Collateral

Advance by Loan

Outstanding Collateral Amount  
USD

Allow Rollover

Split Settlement

Auto Change from Acceptance to Advance

---

Settlement Details - Liquidation

Component	Currency	Debit/Credit	Account	Account Description	Branch	Account Currency
No data to display.						

Page 1 (0 of 0 items) | < 1 >

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Split Settlement

Component	Contract Currency	Amount
No data to display.		

Page 1 (0 of 0 items) | < 1 >

[Fetch Exchange Rate](#)

+

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Split Settlement Details

Sequence	Amount	Settlement Account	Account Customer	Account Currency	Account Branch	Exchange Rate	Action
1		PK20064460016	006446	USD	PK2		<span style="border: 1px solid #0070c0; padding: 2px;">✎</span> <span style="border: 1px solid #0070c0; padding: 2px;">✖</span>

Page 1 (1 of 1 items) | < 1 >


[Fetch Exchange Rate](#)

+

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Save & Close
Close

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

Field	Description	Sample Values
Auto Liquidate	<p><b>Toggle On:</b> Set the toggle 'On' if the auto Liquidation is required.</p> <p><b>Toggle Off:</b> Set the toggle 'Off' if the auto Liquidation is not required.</p>	
Advance by Loan	<p>Read only field.</p> <p>Advance by Loan enables creation of loan at the time of Final liquidation.</p>	
Allow Roll over	<p>Read only field.</p>	
Auto Change from Acceptance to Advance	<p>Read only field.</p> <p>This flag indicates whether an Acceptance type of bill should be automatically converted into an Advance type of bill on its liquidation date.</p> <div style="text-align: center; margin: 10px 0;">  <p><b>Note</b></p> </div> <p>This option is applicable only for the bills that are co-accepted by the bank.</p>	
Liquidate using Collateral	<p>Read only field.</p>	
Outstanding Collateral Amount	<p>Read only field.</p> <p>Auto Liquidation enables liquidation of the bill on the due date automatically from the back office system.</p>	

Field	Description	Sample Values
Split Settlement	<p><b>Toggle On:</b> Enables the user to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill</p> <p><b>Toggle Off:</b> Disables the user to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill</p>	Disable
Settlement Details - Liquidation		
Component	Components gets defaulted based on the product selected.	
Currency	Application displays the default currency for the component.	
Debit/Credit	Application displays debit/ credit for the component.	
Account	Customer account.	
Account Description	Description of the account.	
Branch	Branch of the customer's account.	
Account Currency	Currency of the account.	
Split Settlement		
Component	Components gets defaulted based on the product selected.	
Contract Currency	Application displays the default currency for the component.	
Amount	Amount for each component. This is populated from the transaction details of the drawing.	
Split Settlement Details		
Sequence	Sequence of the settlement details.	
Amount	Amount for the split settlement.	
Settlement Account	Details of the settlement account.	
Account Customer	Customer account.	
Account Currency	Currency of the account.	
Account Branch	Branch of the customer's account.	
Exchange Rate	Exchange rate for the split settlement.	
Action	<p>Click Edit icon to edit the split settlement details record.</p> <p>Click Delete icon to delete the split settlement details record.</p>	

## FX Linkage

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

FX contract linkage with the 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 Bill.

FX Linkage

Bill Currency: USD, Bill Amount: USD \$1,200.00, Maturity Date: [Calendar Icon]

Bill Currency	Available Contract Amount	Rate	Amount in Contract Currency	FX Expiry Date	FX Delivery Period From	FX Delivery Period To	Action

Page 1 of 1 (1 of 1 items) | < 1 >

Save & Close Close

FX Linkage

FX Reference Number \* [Search Icon]

Currency [Dropdown]

Contract Amount [Dropdown] \$0.00

Available Contract Amount [Dropdown] \$0.00

Linkage Amount \* [Dropdown] \$0.00

Rate [Input] 0 [Dropdown] [Up Arrow]

Amount in Contract Currency [Input] 0

FX Expiry Date [Calendar Icon]


FX Delivery Period From [Calendar Icon]

FX Delivery Period To [Calendar Icon]

Save & Close Close

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

Field	Description	Sample Values
Bill Currency	Read only field. This field displays the currency details from the bill.	
Bill Amount	Read only field. This field displays the drawing amount from the Bill.	

Field	Description	Sample Values
Bill Maturity Date	System to display the due date for the bill 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).	
FX Reference Number	Select the FX contract from the LOV.	
Currency	This field displays the currency of the FX contract.	
Contract Amount	This field displays the amount of the FX contract.	
Available Contract Amount	This field displays the unlinked/ available amount under the FX contract.	
Linkage Amount	<p>If FX contract is linked already for the underlying Bill, system will display the amount linked. If FX contract is not linked, user can provide the Linkage amount.</p> <p> <b>Note</b> The linkage amount must not be more than the drawing amount.</p>	
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.	
FX Expiry Date	This field displays the expiry date of the contract.	
FX Delivery Period - From	This field displays the date from which the contract is valid for utilization.	
FX Delivery Period - To	This field displays the date to which the contract is valid for utilization.	
Action	Click to modify the FX details.	

## Tracers

This section enables the user to view the tracer maintained at Back Office. It also allows the user to add new tracer details. Add new tracer details based on the description in the following table:

Acknowledgement Tracer, Acceptance Tracer and Payment Tracer are applicable for this process.

Tracer Details

---

**Payment Tracer**

Tracer Required

Number of Tracers

Tracer Frequency

Tracer Medium

Tracer Receiver Party

Tracer Start Date

Template ID

---

**Acceptance Tracer**

Tracer Required

Number of Tracers

Tracer Frequency




Tracer Medium

Tracer Receiver Party


Tracer Start Date

Template ID

Save & Close Close

Field	Description	Sample Values
Tracer Required	<p>Select if tracer is required or not from the available drop list:</p> <ul style="list-style-type: none"> <li>Required</li> <li>Not required</li> <li>Till resolved</li> </ul>	
Number of Tracers	Provide the number tracers required.	
Tracer Frequency	<p>Provide the frequency for generation of the tracer.</p> <p>  <b>Note</b>            This field is applicable only if <b>Tracer Required</b> has value as <b>Till Resolved</b>.</p>	
Tracer Medium	<p>Select the tracer medium from the LOV.</p> <p>  <b>Note</b>            This field is applicable only if <b>Tracer Required</b> has value as <b>Required</b> or <b>Till Resolved</b>.</p>	
Tracer Receiver Party	<p>Select the tracer receiver party from the LOV.</p> <p>  <b>Note</b>            This field is applicable only if <b>Tracer Required</b> has value as <b>Required</b> or <b>Till Resolved</b>.</p>	

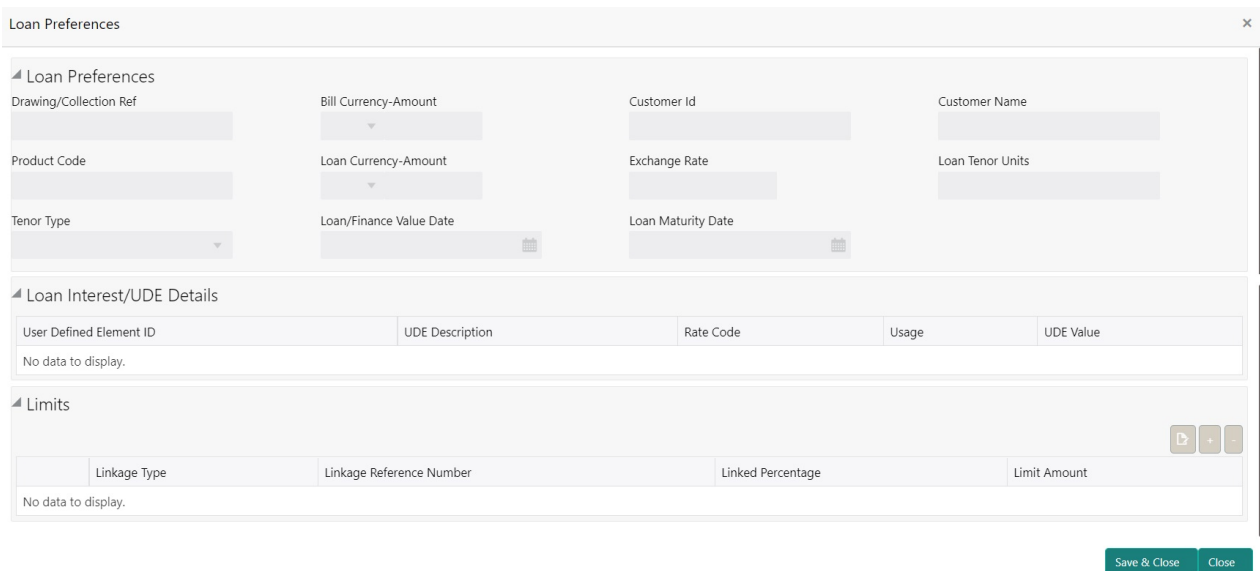


Field	Description	Sample Values
Tracer Start Date	Select the tracer start date. Start date cannot be earlier than the branch date.   <b>Note</b> This field is applicable only if <b>Tracer Required</b> has value as <b>Required</b> or <b>Till Resolved</b> .	
Template ID	Select the template ID from LOV.	

## Loan Preference

This section enables the user to link a loan to liquidate the document under collection. This section will be enabled based on the product selected for documents under collection.

Loan Preferences screen is enabled if the underlying Import Drawing/Collection product allows Advance by Loan Option. The details can be captured in Import Collection/ Drawing Booking or Update or Liquidation processes and the loan gets created during Liquidation process.



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

Field	Description	Sample Values
Drawing/Collection Ref	Defaults from the underlying task. User cannot change the value.	
Bill Currency-Amount	Outstanding Drawing/ Collection Currency and Amount. Defaults from the underlying task. User cannot change the value.	
Customer Id	Defaults from the underlying task. User cannot change the value.	

Field	Description	Sample Values
Customer Name	Applicant/ Drawee Name. Defaults from the underlying task. User cannot change the value.	
Product Code	Defaults from the underlying Collection/ Drawing Product maintenance. User cannot change the value.	
Loan Currency-Amount	Loan currency is defaulted from the bill currency. User can change this to Local Currency. System should display an error message on tab out if the currency selected is not a Bill currency or Local Currency.  System populates the loan account based on the outstanding drawing/ Collection amount less the collateral amount. User cannot change the Loan amount.	
Exchange Rate	Exchange rate applicable for Local Currency.  System displays the Exchange rate from maintenance. User cannot change the value.  System validates the exchange rate is within the allowed range.	
Loan Tenor Units	Period of loan.  System defaults the value. User can change the value. The numerical value for Days or months or Years is applicable.	
Tenor Type	System defaults the value. User can change the value. Values are Days, Months and Years. The numerical value for Days or months or Years is applicable.	
Loan/Finance Value Date	System defaults the branch date as Value date. User cannot change the value.	
Loan Maturity Date	Loan maturity date as default based on Tenor type and Tenor units. User cannot change the value.	
Liquidate Charge/Comm On LC	Toggle On: Turn the toggle on to include the outstanding Commission/charge to be included as part of Liquidation.	
Loan Interest/UDE Details		
User Defined Element ID	System populates the UDE Element ID as part of simulation. User are allowed to change the selection through LOV.	
UDE Description	System populates the UDE description as part of simulation. If a user changes the UDE ID, system should populate the description.	

Field	Description	Sample Values
Rate Code	System populates the Rate code as part of simulation.	
Usage	System populates the details as part of simulation.	
UDE Value	System populates the value as part of simulation.	
<b>Limits</b>		
Serial Number	System defaults the value.	
Linkage Type	System defaults the linkage type as "Facility" from back office.	
Linkage Reference Number	System defaults the Linkage reference as part of simulation. User can change the value. Linkages available for the customer should be displayed for selection.	
Linked Percentage	User can enter the value. Maximum is 100. User cannot enter negative values.	
Limit Amount	System defaults the value. System should populate the value based on the contribution percentage.	

### Preview Message

User can preview the message simulated for correspondence with Remitting Bank.

### Action Buttons

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

Field	Description	Sample Values
Submit	Task will move to next logical stage of Import Documentary Collection Booking.  If mandatory fields have not been captured, system will display an error message highlighting that the mandatory fields have to be updated. In case of duplicate documents' system will terminate the process after handing off the details to back office.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	

Field	Description	Sample Values
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <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>	
Next	Click Next to move to next logical screen of Data Enrichment stage.	

## Settlement Details

Settlement Details

Settlement Details

Component	Currency	Account Description	Account Currency	Netting Indicator	Amount
No data to display.					

Save & Close Cancel

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

Field	Description	Sample Values
Component	Components gets defaulted based on the product selected.	

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

## Summary

User can review the summary of details updated in Data Enrichment stage Import Collection - Booking request.

The screenshot displays the Oracle Summary page for an Import Documentary Collection Booking. The page is titled "Summary" and shows a grid of summary tiles. The tiles are organized into several sections:

- Main Details:** Booking Date : 2019-05-06, Submission Mode : Desk, Remitter Reference : 45466, Bill Amount : USD 1200.
- Document Details:** Document 1, Document 2.
- Other Details:** Value Date : 2019-05-06, Debit Value Date : 2019-05-06, Credit Value Date : 2019-05-06.
- Shipment Details:** Port of Loading, Port of Discharge, Shipment Date, Carrier Name.
- Maturity Details:** Tenor Type : Usance.
- Additional Fields:** Click here to view Additional fields.
- Advices:** Advice 1, Advice 2.
- Limits and Collaterals:** Limit Currency, Limit Contribution, Limit Status : Not Verified, Collateral Currency, Collateral Contr., Collateral Status : Not Verified.
- Commission, Charges and Taxes:** Charge, Commission, Tax, Block Status : Not Initia.
- Preview Messages:** Language : ENG, Preview Message : -.
- FX Linkage:** Reference Number, Contract Amount, Contract Currency.
- Loan Preference:** Loan Product, linkageRefNo, Loan Tenor, Loan Currency, Loan Amount, Loan Maturity.
- Tracer Details:** Payment Tracer : No, Acceptance Tracer : No, Charge Tracer : No.
- Payment Details:** Advance by Loan : No, Allow Rollover, Liquidate using, Collateral.
- Settlement Details:** Component, Account Number, Currency.
- Parties Details:** Drawee : WIPRO TECHNO, RemittingBank : 014892, Drawer : DEEPALI C.
- Compliance details:** KYC : Not Initia, Sanctions : Not Initia, AML : Not Initia.
- Accounting Details:** Event, Account Number, Branch.

The interface includes the Oracle logo, user name (SRIDHAR02), application ID (PK2IDC8000058749), and various action buttons at the bottom: Audit, Reject, Refer, Hold, Cancel, Save & Close, Back, Next, Submit.

### Tiles Displayed in Summary

- Main Details - User can view details about application details and Bill details.
- Party Details - User can view party details like applicant, Remitting Bank etc.
- Document Details - User can view document details.
- Draft Details - User can view the draft details.
- Shipment Details - User can view shipment details.
- Charges - User can view charge details.
- Maturity Details - User can view the maturity details.

- Additional Fields - User can view additional fields.
- Advices - User can view the advices.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Loan Preferences - User can view the Loan Preference details.
- Settlement Details - User can view the settlement details.
- Message Preview - User can view the preview of the simulating message to the remitting bank.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated by back office system.

## Action Buttons

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

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Submit	Task will move to next logical stage of Import Documentary Collection Booking.  If mandatory fields have not been captured, system will display an error message highlighting that the mandatory fields have to be updated. In case of duplicate documents' system will terminate the process after handing off the details to back office.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.	

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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <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>User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul>	

## Exceptions

The Import Collection Booking request, before the task moves to the approval stage, the application will validate the Amount Block, KYC and AML. A failure in validation of any of them, the task will reach exception stage for further approval for the exceptions.

### Exception - Amount Block

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

### 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"><li>• R1- Documents missing</li><li>• R2- Signature Missing</li><li>• R3- Input Error</li><li>• R4- Insufficient Balance/Limits</li><li>• R5 - Others.</li></ul> <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>	



Field	Description	Sample Values
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: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others</li> </ul>	
Cancel	Cancel the Import Collection Booking 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 will be listed in your queue. Open the task, to see summary tiles that display a summary of available updated fields with values.

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 details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc.
- Document Details - User can view document details.
- Draft Details - User can view the draft details.
- Shipment Details - User can view shipment details.
- Charges - User can view charge details.
- Maturity Details - User can view the maturity details.
- Advices - User can view the advices.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.

- Message Preview - User can view the preview of the simulating message to the remitting bank.
- 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	<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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <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 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"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance- Limits</li> <li>• R5 - Others</li> </ul>	
Cancel	<p>Cancel the Import Collection Booking KYC exception check.</p>	
Approve	<p>On approve, application must validate for all mandatory field values, and task must move to the next logical stage.</p>	
Back	<p>Task moves to previous logical step.</p>	

## Exception - Limit Check/Credit

The transactions that have failed limit check due to non-availability of limits will be available in limit check exception queue for further handling.

Log in into OBTFPM application, limit check exception queue. Limit check 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.

Limit check Exception approver can do the following actions:

### **Approve**

- Limit enhanced in the back end (outside this process).
- Without enhancing limit in the back end.

### **Refer**

- Refer back to DE providing alternate limit id to map
- Refer additional collateral to be mapped

### **Reject**

The transaction due to non-availability of limits capturing reject reason.

## **Limit/Credit Check**

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
- Availability and Shipment - User can view and modify availability and shipment details, if required.
- Payments - User can view and modify all details related to payments, if required.
- Documents & Condition - User can view and modify the documents required grid and the additional conditions grid, if required.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Charges - User can view and modify charge details, if required.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Preview Messages - User can view and modify preview 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	<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"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <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 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"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others</li> </ul>	
Cancel	<p>Cancel the Import Collection Booking Limit exception check.</p>	
Approve	<p>On approve, application must validate for all mandatory field values, and task must move to the next logical stage.</p>	
Back	<p>Task moves to previous logical step.</p>	

## Multi Level Approval

Log in into OBTFPM application and acquire the task available in the approval stage in free task queue. Authorization User can acquire the task for approving.

### Authorization Re-Key

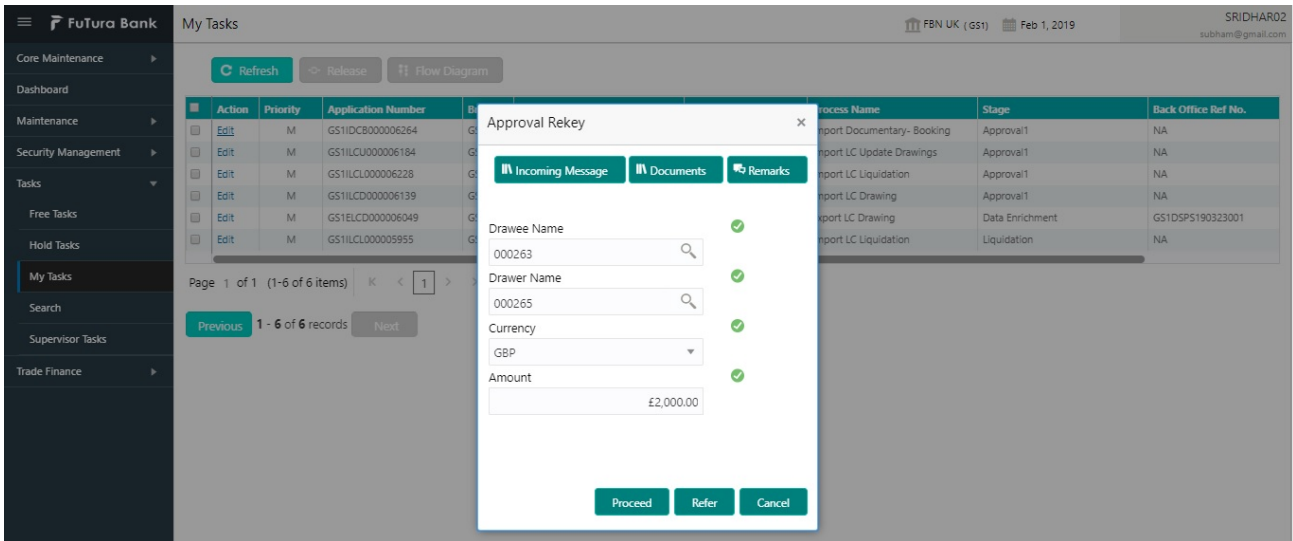
Application will request approver for few field values to validate authorization. If the values captured match with the values available in the screen, system will allow user to open the transaction screens for further

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.:

- Drawee Name
- Drawer Name
- Currency
- Amount

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



## Summary

Tiles Displayed in Summary:

- Main Details - User can view details about application details and documents under collection.
- Party Details - User can view party details like applicant, Remitting Bank etc.
- Document Details - User can view document details.

- Draft Details - User can view the draft details.
- Shipment Details - User can view shipment details.
- Charges - User can view charge details.
- Maturity Details - User can view the maturity details.
- Advices - User can view the advices.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.
- Message Preview - User can view the preview of the simulating message to the remitting bank.
- 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	<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"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <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 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"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others</li> </ul>	
Cancel	Cancel the approval.	

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 Import Documentary Collection Booking available in queue. On opening the task, you will see summary tiles. The tiles will display a list of important fields with values.

The screen from which the reject was initiated can be seen highlighted in the tile view.

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

### Summary

The screen up to which data was captured before reject will be available for the user to view 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 document under collection.
- Party Details - User can view party details like applicant, Remitting Bank etc.
- Document Details - User can view document details.
- Shipment Details - User can view shipment details.
- Charges - User can view charge details.
- Maturity Details - User can view the maturity details.
- Message Preview - User can view the preview of the simulating message to the remitting bank.

### 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

### Documentation Accessibility

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