# Export LC Amendment User Guide Oracle Banking Trade Finance Process Management

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Oracle Banking Trade Finance Process Management - Export LC Amendment User Guide Oracle Financial Services Software Limited

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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.

#### 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.



# **Export LC Amendment**

Export LC Amendment process enables the user to make an amendment to the LC which had been already advised.

The amendments may need consent from the beneficiary of the LC. In such scenarios, after the processing of amendment, the amended LC is parked awaiting beneficiary consent.

In the following sections, let's look at the details for Export LC amendment process.

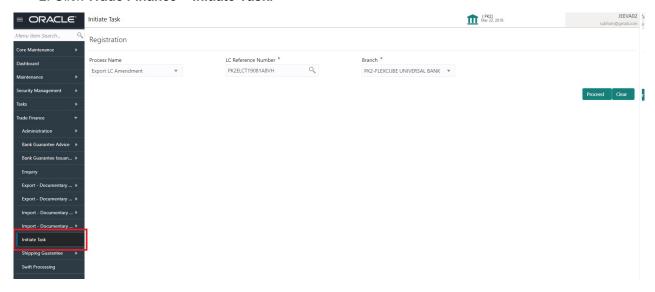
This section contains the following topics:

Common Initiation Stage	Registration
Data Enrichment	Exceptions
Multi Level Approval	Reject Approval

# **Common Initiation Stage**

The user can initiate the new shipping guarantee 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.
LC Reference Number	Select the LC Reference Number.
Branch	Select the branch.



### **Action Buttons**

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

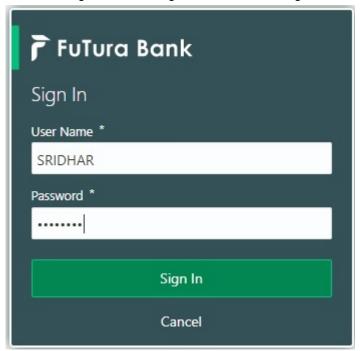
Field	Description
Proceed	Task will get initiated to next logical stage.
Clear	The user can clear the contents update and can input values again.

# Registration

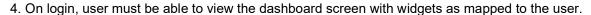
If the Letter Of Credit amendment request is submitted through branch, the Export LC amendment process starts from the Registration Stage.

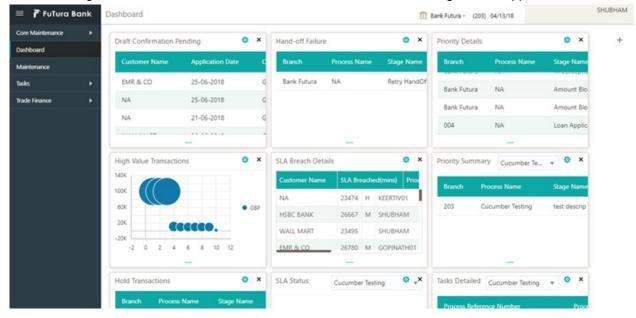
During Registration stage, user can capture the basic details of the application and upload the related documents of the applicant. On submit of the request, the request will be available for an LC Amendment expert to handle the request in the next stage.

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

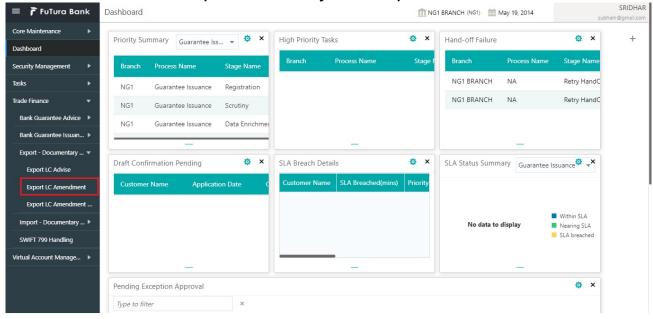






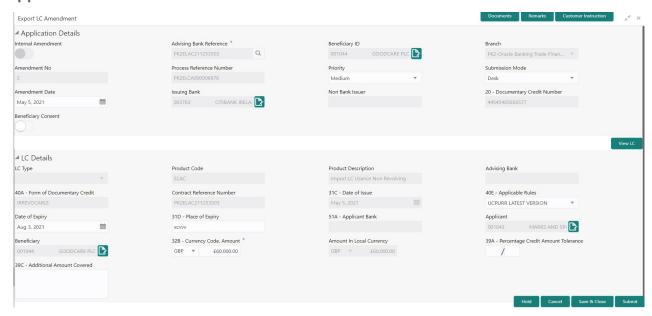


5. Click Trade Finance> Export - Documentary Credit> Export LC Amendment.



The Registration stage has two sections Application Details and LC Amendment 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:

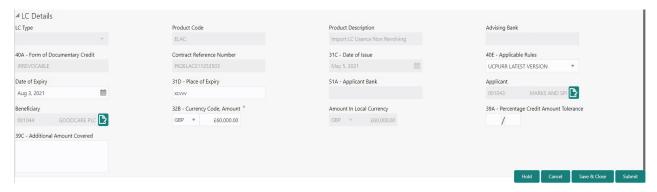
Field	Description	Sample Values
Internal Amendment	Read only field.	
	Indicates if the amendment is internal.	
Advising Bank Reference Number	Provide the advising bank reference number. Alternatively, user can search the advising bank reference number using LOV.	
	In the LOV, user can input Customer ID, Applicant, Currency, Amount and User Reference to fetch the Export LC details. Based on the search result, select the applicable Export LC to be amended.	
Beneficiary ID	Read only field.	001344, EMR &
	Beneficiary ID and Beneficiary Name will be auto- populated based on the selected Export LC from the LOV.	СО
Branch	Read only field.	203-Bank
	Branch details will be auto-populated based on the selected Export LC from the LOV.	Futura -Branch FZ1
Amendment No	Read only field.	
	Amendment number will be auto-populated based on selected Export LC. Amendment number increases by 1 for each amendment.	
Process Reference Number	Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	



Field	Description	Sample Values
Priority	System will default the Priority as Low/Medium/ High based on maintenance.	High
Submission Mode	Select the submission mode of Export LC Amendment request. By default the submission mode will have the value as 'Desk'. User can change the defaulted priority.	Desk
	Desk- Request received through Desk	
	Courier- Request received through Courier	
Amendment Date	By default, the application will display branch's current date and enables the user to change the date to any back date.	04/13/2018
	Note	
	Future date selection is not allowed.	
Issuing Bank	Read only field.	
	Issuing Bank details will be auto-populated based on the selected LC from the LOV.	
Non Bank Issuer	Read only field.	
	Non Bank Issuer details will be auto-populated based on the selected Export LC from the LOV.	
Cancel LC	Set the toggle as 'Yes', if Export LC amendment requires cancellation. Subsequent field will be read only and beneficiary consent is required for LC if toggle is set to Yes.	
Documentary Credit	Read only field.	
Number	This field displays the Documentary Credit Number of the selected LC.	
Beneficiary Consent	Toggle On: beneficiary consent required.	
	Toggle Off: beneficiary consent not required.	

## **LC Details**

Details in this screen displays the data from the LC issued.





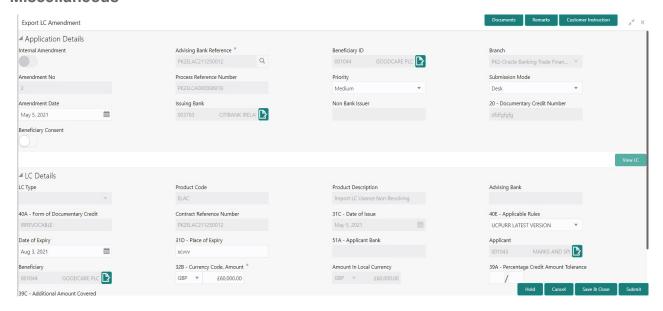
# Provide the LC Amendment Details based on the description in the following table:

Field	Description	Sample Values
LC Type	Read only field.	
	LC type will be populated based on the selected Export LC.	
Product Code	Read only field.	
	This field displays the product code of the selected Export LC.	
Product Description	Read only field.	
	This field displays the description of the product as per the product code.	
Advising Bank	This field displays the advising bank details of the selected Export LC.	
40A - Form of	Read only field.	
Documentary Credit	This field displays the form of documentary credit details of the selected Export LC.	
Contract Reference	Read only field.	
Number	Contract Reference Number will be populated based on the selected Export LC.	
Date of Issue	Read only field.	
	This field displays the LC issuance date.	
Applicable Rules	This field displays the rules of the selected Export LC.	
Date Of Expiry	This field displays the expiry date of the selected Export LC.	
	Note  If amendment to the Expiry date (advancing the expiry date before expiry date of the underlying Import LC), system validates the amended value against the Back– to– Back LC value and display configurable override.	
Place of Expiry	This field displays the place of expiry of the selected Export LC.	
Applicant Bank	Read only field.  This field displays the applicant bank details of the selected Export LC.	
Applicant	Read only field.  This field displays the details of the applicant of the selected Export LC.	



Field	Description	Sample Values
Beneficiary	Read only field.  This field displays the details of the beneficiary of the selected Export LC.	
Currency Code, Amount	This field displays the value of Export LC along with the currency details of the selected Export LC and user can amend if required.  Note  If amendment to the Amount (reduction in amount), field in the Export LC, system validates the amended value against the Back– to– Back LC value and display configurable override.	
Amount In Local Currency	System fetches the local currency equivalent value for the LC amount from back office (with decimal places).	
Percentage Credit Amount Tolerance	This field displays the percentage credit amount tolerance details of the selected Export LC and user can amend if required.	
Additional Amount Covered	This field displays the details of additional amount covered of the selected Export LC and user can amend if required.	

#### Miscellaneous



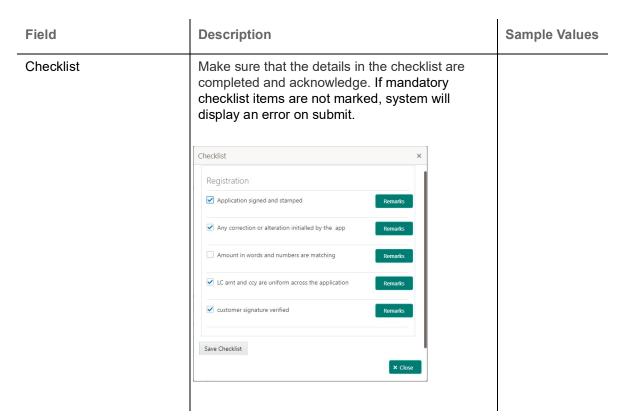
Provide the Miscellaneous Details based on the description in the following table:

Field	Description	Sample Values
Documents	Upload the required documents.	



Field	Description	Sample Values
Remarks	Provide any additional information regarding the amendment request. This information can be viewed by other users processing the request.	
Customer Instructions	Click to view/ input the following	
	<ul> <li>Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> </ul>	
	Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.	
View LC	Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields.	
Action Buttons		
Submit	On submit, task will get moved to next logical stage of Export LC 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 displays the task in you queue for working later. This option will not submit the request.	
Cancel	Cancels the Export LC 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 and appropriate remarks must be provided.	
	appropriate remains must be provided.	







When an amendment to an Export LC which is linked to a Back to Back LC (Import LC) is initiated, system should display a message, the LC is linked to an Import LC.

# **Scrutiny**

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

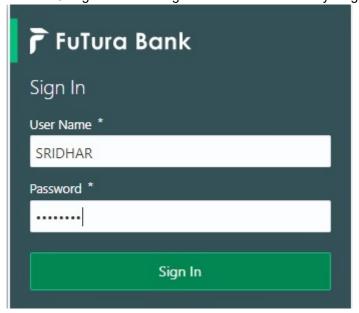
**Non-Online Channel** - Export LC Amendment request that were received at the desk will move to Scrutiny stage post successful Registration. The requests will have the details entered during the Registration stage.

**Online Channel** - Requests that are received via like SWIFT are available directly for further processing from Scrutiny stage and available data for all data segments from Application stage to Data Enrichment stage would be auto populated.

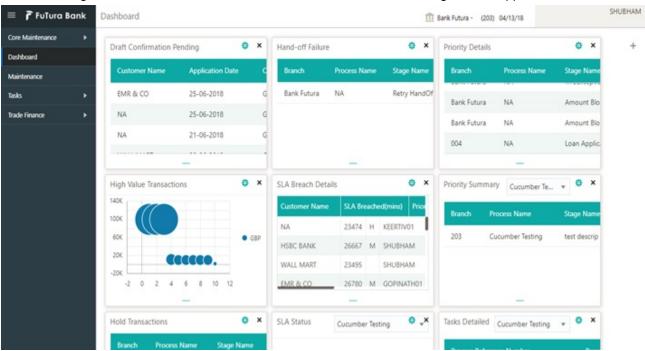
When customer initiates an Export LC amendment response through SWIFT (Corporate to SWIFT) channel, the incoming MT798 message Accept or Reject Export LC Amendment.Do the following steps to acquire a task currently at Scrutiny stage:



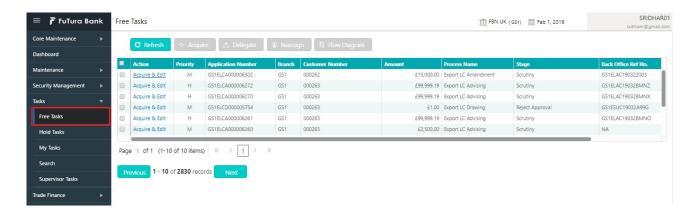
1. Using the entitled login credentials for Scrutiny stage, login to the OBTFPM application.



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



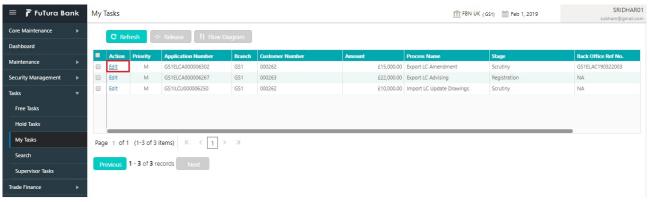
3. Click Trade Finance> Tasks> Free Tasks.



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



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



The Scrutiny stage has six sections as follows:

- Main Details
- Availability & Shipment
- Payment Details
- Amendment Details
- Additional Details
- Summary

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

#### **Main Details**

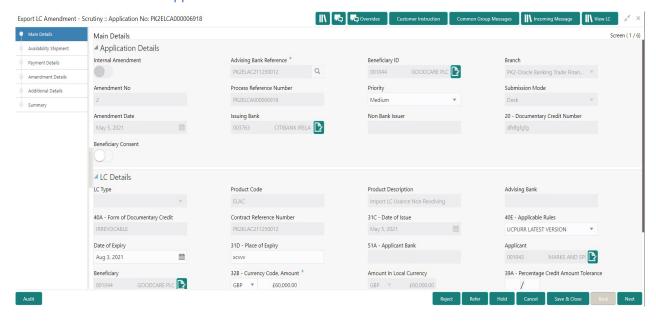
Main details section has three sub section as follows:

- Application Details
- LC Details



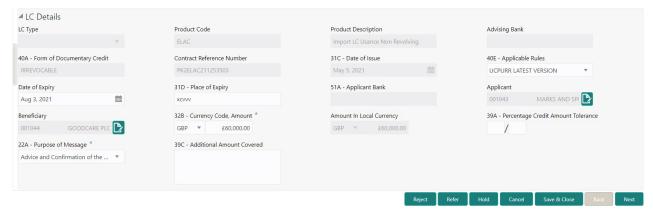
#### **Application Details**

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



#### **LC Details**

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



Following are the fields which can be amended apart from the fields carried over from LC Details of Registration. Provide the details for the amendable fields based on the description in the following table:

Field	Description	Sample Values
Applicable Rules	This field displays the rules of the selected Export LC and user can amend if required.	
Date of Expiry	This field displays the expiry date of the selected Export LC and user can amend if required.	
Place of Expiry	This field displays the place of expiry of the selected Export LC and user can amend if required.	



Field	Description	Sample Values
Currency/Amount	This field displays the value of LC along with the currency details of the selected Export LC.	
Percentage Credit Amount Tolerance	This field displays the percentage credit amount tolerance details of the selected Export LC.	
Purpose of message	Advice and Confirmation of the Credit Amendment - Select this option, if LC requires confirmation on the amendment.  Advice of the Credit Amendment - Select this option, if LC does not require confirmation on the amendment.	
Additional Amounts Covered	This field displays the details of additional amount covered of the selected LC and user can amend if required.	

## **Action Buttons**

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

Field	Description	Sample Values
Documents	Upload the required documents.	
	Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.	
	The user can view and input/view application details simultaneously.	
	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.	
Remarks	Provide any additional information regarding the LC. This information can be viewed by other users processing the request.	
Overrides	Click to view the overrides accepted by the user.	



Field	Description	Sample Values
Customer Instructions	Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.      Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.  Clicking this button allows parsing and processing MT 707 along with the MT708 messages.	
View LC	Enables the user to view the latest LC values displayed in the respective fields.	
Submit	Task will get moved to next logical stage of Export LC 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	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	



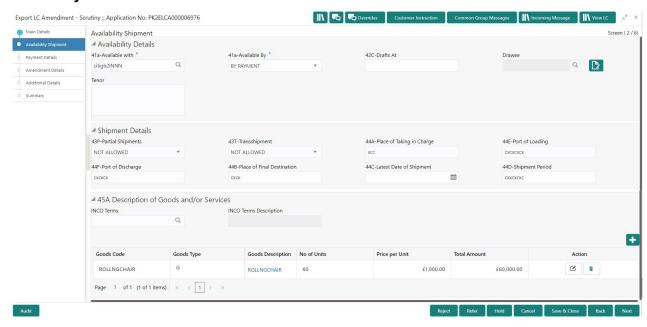
Field	Description	Sample Values
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.	
	Reject Codes:	
	<ul> <li>R1- Documents missing</li> </ul>	
	<ul> <li>R2- Signature Missing</li> </ul>	
	R3- Input Error	
	R4- Insufficient Balance/Limits	
	R5 - Others.	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

# **Availability Shipment**

User must verify/ Input/Update Availability, Shipment and Goods details of an Export LC request for the different fields under the respective data segments.



## **Availability Details**



As part of amendment, user can change the values available in the fields based on the description in the following table:

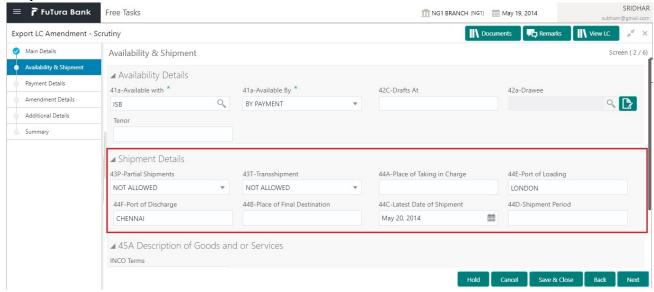
Field	Description	Sample Values
Available With	This field identifies the bank with which the credit is available.	
	User must capture the bank details or any free text.	
	<ul> <li>If the LC is restricted to any particular bank,, search the bank with SWIFT code (BIC) or Bank Name.</li> </ul>	
	Available With X	
	BIC Bank Name	
	Fetch  BIC Bank Name	
	BIC Bank Name  No data to display.	
	Page 1 (0 of 0 items)   K   <   1   >   X	
	On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address gets defaulted.	
	<ul> <li>If the LC is not restricted to any bank, provide free text - (YOURSELVES, WITH ANY BANK etc.).</li> </ul>	



Field	Description	Sample Values
Available By	This field displays the value of 'Available By' as per the issued LC. Choose one of the following values from drop down, if required.	
	BY ACCEPTANCE	
	BY DEF PAYMENT	
	BY MIXED PAYMENT	
	BY NEGOTIATION	
	BY PAYMENT	
	Validation:	
	1) If <b>By Mixed Payment</b> option is selected, there must be a value in tag 42M- Mixed payment	
	2) If <b>By deferred payment</b> is selected, there must be a value in tag 42P- Deferred payment	
	3) If <b>By payment</b> is selected, payment at sight is applicable. It must be applicable for Sight Type of product only.	
Drafts At	This field displays the details of tenor of drafts to be drawn under the documentary credit as per the issued LC.	
Drawee	This field displays the Drawee value as per the issued LC.	
	This field will have value only if 'Drafts at' field has values.	
	Select the Drawee bank (Advising bank or Confirming bank).	
	<ul> <li>Search the bank with SWIFT code (BIC) or Bank Name.</li> </ul>	
	Available With x	
	BIC Bank Name	
	Fetch	
	BIC Bank Name  No data to display.	
	Page 1 (0 of 0 items)   K   <   1   >   X	
	On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.	
	Note This field is mandatory if value is provided at <b>Drafts At</b> field.	
	This field displays the value of Tenor as per the	



### **Shipmet Details**



As part of amendment, user can change the values available in the fields based on the description in the following table:

Field	Description	Sample Values
Partial Shipments	This field displays the value of Partial Shipments as per the LC and can be modified if required.	
	This field specifies whether or not partial shipments are allowed under the documentary credit.	
	Select the appropriate value from the drop down. Available values are:	
	<ul><li>ALLOWED</li><li>CONDITIONAL</li><li>NOT ALLOWED</li></ul>	
Transshipment	This field displays the value of Transshipments as per the LC and can be modified if required.  This field specifies whether or not transshipment is allowed under the documentary credit.	
	Select the appropriate value from the drop down. Available values are:	
	<ul><li>ALLOWED</li><li>CONDITIONAL</li><li>NOT ALLOWED</li></ul>	



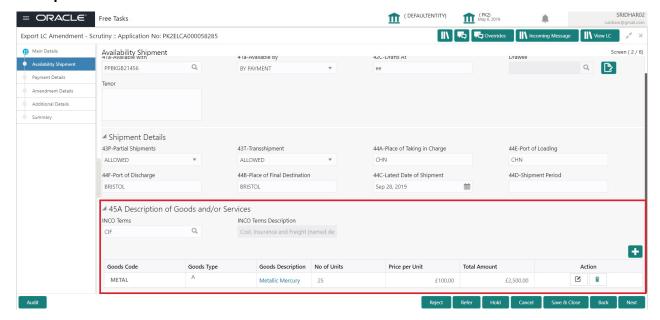
Field	Description	Sample Values
Place Of Taking In Charge	This field displays the value of place of taking in charge as per the LC and can be modified if required.	
	This field specifies the place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment to be indicated on the transport document.	
	Note This field is alternate to Port Of Loading. Any of these fields must have value and if both the fields has values, application will display an error message.	
Port Of Loading	This field displays the value of port of loading as per the LC and can be modified if required.	
	This field specifies the port of discharge or airport of destination to be indicated on the transport document.	
	Note This field is alternate to Place Of Taking In Charge. Any of these fields must have value and if both the fields has values, application will display an error message.	
Port Of Discharge	This field displays the value of port of discharge as per the LC and can be modified if required.	
	This field specifies the port of discharge or airport of destination to be indicated on the transport document.	
	This field is alternate to Place Of Final  Destination. Any of these fields must have value and if both the fields has values, application will display an error message.	



Field	Description	Sample Values
Place Of Final Destination	This field displays the value of Place of Final Destination as per the LC and can be modified if required.	
	This field specifies the final destination or place of delivery to be indicated on the transport document.	
	Note This field is alternate to Port Of Discharge. Any of these fields must have value and if both the fields has values, application will display an error message.	
Latest Date Of Shipment	This field displays the value of Latest Date of Shipment as per the LC and can be modified if required.	
	This field is alternate to <b>Shipment Period</b> . Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.	
	Note  If amendment to the Shipment date (advancing the Latest Shipment Date before the Latest Shipment date of the underlying Import LC), system validates the amended value against the Back—to—Back LC value and display configurable override.	
Shipment Period	This field displays the value of shipment period as per the LC and can be modified if required.	
	Note This field is alternate to Latest Date Of Shipment.  Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.	



## **Description Of Goods And Or Services**



This field contains a description of the goods and/or services of the issued LC and can be amended if required. Provide the Shipment Details based on the description in the following table:

Field	Description	Sample Values
INCO Terms	Select the appropriate INCO terms.	
INCO Term Description	The description of the INCO Term.	
+ Icon	Click + icon to add goods details.	
- Icon	Click - icon to remove goods details.	
Goods Code	Click look up icon to select the goods code.	
Goods Type	The goods type is auto populated depending on selected goods code.	
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 detail.	
	Click Delete icon to delete the goods detail.	



## **Action Buttons**

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

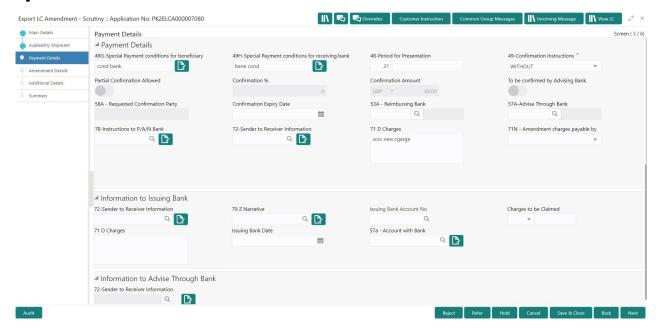
Field	Description	Sample Values
Documents	Upload the required documents.	
Remarks	Provide any additional information regarding the LC. This information can be viewed by other users processing the request.	
Overrides	Click to view the overrides accepted by the user.	
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.	
View LC	Enables the user to view the latest LC values displayed in the respective fields.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request.	
Cancel	Cancel the Export LC amendment Scrutiny stage inputs.	
Hold	The details provided will be registered and status will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.  Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system.  Refer Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.	



Field	Description	Sample Values
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.	

## **Payment Details**

### **Payment Details**



As part of amendment, user can change the values available in the fields based on the description in the following table:

Field	Description	Sample Values
Special Payment conditions for beneficiary	This field displays the value of Spl Paymt Condn - Beneficiary as per the LC and can be modified if required.  If any special payment condition has to be provided to beneficiary, the details for the same must be captured in this field.	
Special Payment conditions for receiving bank	This field displays the value of Spl Paymt Condn - Rec Bank as per the LC and can be modified if required.	
	If any special payment condition has to be provided to receiving bank, the details for the same must be captured in this field. This field specifies special payment conditions applicable to the receiving bank without disclosure to the beneficiary, for example, post-financing request/conditions for receiving bank only.	



Field	Description	Sample Values
Period for Presentation	This field displays the value of Period for Presentation as per the LC and can be modified if required.  If the period of presentation is based on any event other than shipment, then you can capture the event name in text along with the number of days in number.	
Confirmation Instructions	This field displays the value of Confirmation Instructions as per the LC and can be modified if required.  Select the confirmation instruction for the LC from the available LOV values – CONFIRM, MAY ADD, WITHOUT.	
	Applicable only if field 49 - confirmation instruction is 'confirm' or 'may add'. You can search through LOV, Party type with banks should only be displayed in LOV. The system must display the following:	
	a) SWIFT code (if available),	
	b) Name and address of the bank	
	On selection of the record, if SWIFT code is available then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.	
Partial Confirmation Allowed	Toggle On: Set the toggle 'On' to enable partial confirmation.	
	Toggle Off: Set the toggle 'Off' to disable partial confirmation.	
	Note This field is applicable only if Confirmation Instructions is set to Confirm.	
Confirmation%	Provide the confirmation percentage.  Note This field is applicable only if Confirmation Instructions is set to Confirm and Partial Confirmation Toggle is 'On'.  Note This field is alternate to 'Confirmation Amount'.	



Field	Description	Sample Values
Confirmation Amount	Provide the confirmation percentage.  Note  This field is applicable only if Confirmation Instructions is set to Confirm and Partial Confirmation Toggle is 'On'.  Note This field is alternate to 'Confirmation Amount'.	
To be confirmed by Advising Bank	Toggle On: Set the toggle on to confirm by advising bank.  Toggle Off: Set the toggle off for not to be confirmed by advising bank.	
Requested Confirmation Party	This field displays the value of Requested Confirmation Party as per the issued LC and can be modified if required.  Note This field is applicable only for LC Type - Confirmed LC.	
Confirmation Expiry Date	The user can select the Confirmation Expiry Date.  This field indicates the date up to which the Confirmation is valid. When the underlying Confirmed LC is amended to have a new Expiry Date, the value will be populated in OBTFPM also. If new expiry date is to be confirmed, user can update the Confirmation Expiry Date to the new Expiry Date. If the new expiry date is not to be confirmed, user should not update the New Confirmation Expiry Date. System should validate that the value is only either the original expiry date or the new expiry date.  In case Confirmation Expiry Date is to be extended, then on hand-off the related flag should be set to yes in back office system. In case Confirmation Expiry Date is not to be extended, then on hand off, related flag should be set to No in back office.	



Field	Description	Sample Values
Reimbursing Bank	This field displays the value of Reimbursing Bank as per the LC and can be modified if required.	
	Search through LOV. Party type with banks will be displayed in LOV.	
	SWIFT code (if available),	
	<ul> <li>Name and address of the bank</li> </ul>	
	On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.	
Advise Through Bank	Online Channel – User can update the details received.	
	Non-Online Channel -	
	Search through LOV. Party type with banks must be displayed in LOV.	
	SWIFT code (if available)	
	<ul> <li>Name and address of the bank</li> </ul>	
	On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.	
	Note	
	In case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".	
Instructions to P/A/N Bank	This field displays the value of Instructions to P/A/N Bank as per the LC and can be modified if required.	
Sender to Receiver Information	This field displays the value of Sender to Receiver Information (FFT Details) as per the LC and can be modified, if required.	
Charges	This field displays the charges and can be modified, if required.	
Amendment charges payable by	Select the party to pay the amendment charges:	



### **Information to Issuing Bank**

Provide MT730 - Information to Issuing Bank details based on the description in the following table:

Field	Description	Sample Values
Sender to Receiver Information	This field displays the additional information to receiver and can be modified, if required.	
Narrative	This field displays the additional information from the advising bank to the issuing bank and can be modified, if required.	
Issuing Bank Account Number	This field displays the issuing bank account number from the LOV and can be modified, if required.	
Charges to be Claimed	This field displays the FFT from the LOV for the charges to be claimed and can be modified, if required.	
Charges	This field displays the charge details for advising and can be modified, if required.	
Issuing Bank Date	This field displays the issuing bank date and can be modified, if required.	
Account with Bank	This field displays the account to which the charges needs to be paid and can be modified, if required.	

## **Information to Advise Through Bank**

Provide MT710 - Information to Advise Through Bank details based on the description in the following table:

Field	Description	Sample Values
Sender to Receiver Information	This field displays the additional information to receiver and can be modified, if required.	

### **Action Buttons**

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

Field	Description	Sample Values
Documents	Upload the required documents.	
Remarks	Provide any additional information regarding the LC. This information can be viewed by other users processing the request.	
View LC	Enables the user to view the latest LC values displayed in the respective fields.	
Overrides	Click to view the overrides accepted by the user.	

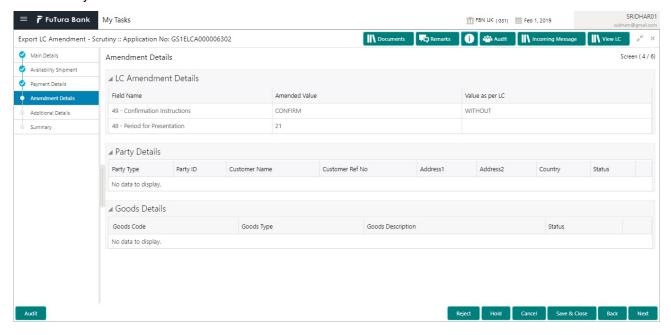


Field	Description	Sample Values
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be registered and status will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a reject reason from a list displayed by the system.  Reject Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.  Select a reject code and give a reject description.  This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system.  Refer Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.	
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.	



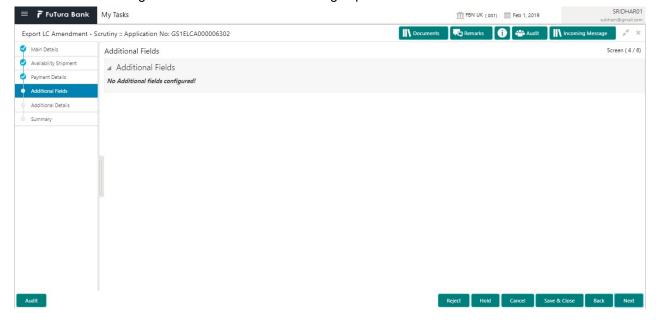
#### **Amendment Details**

This section lists the amendments made to the LC. The amendment details table displays the original value and the amended values of the amended fields in two different columns to enable Scrutiny user to identify the modifications made to the LC.



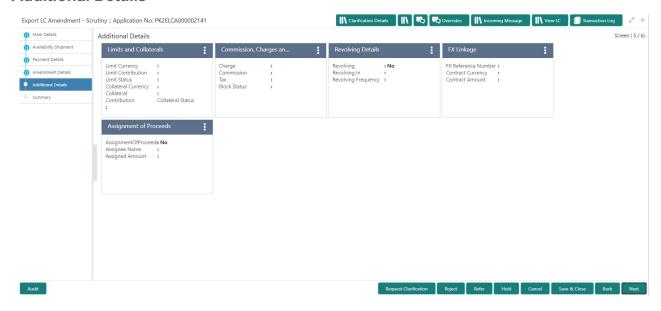
#### **Additional Fields**

Banks can configure these additional fields during implementation.



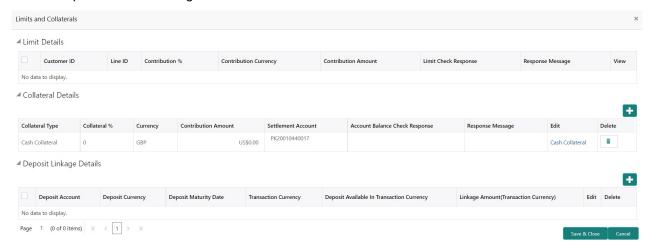


#### **Additional Details**

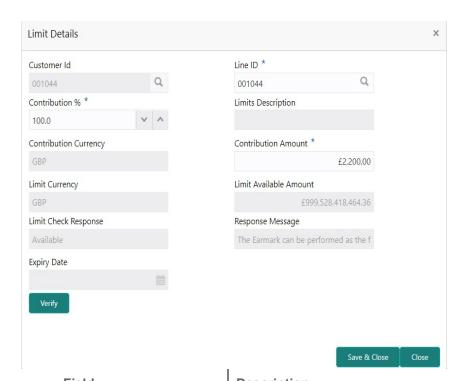


#### **Limits & Collateral**

Limit availability needs to be checked if amendment involves increase in amount or tolerance or both and the LC is confirmed/ to be confirmed with the amended values. Provide the Limit Details based on the description in the following table:







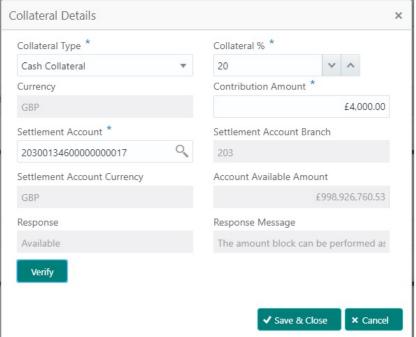
	Save & Close Close	
Field	Description	Sample Values
Plus Icon	Click plus icon to add new Limit Details.	
Minus Icon	Click minus icon to remove any existing Limit Details.	
Limit Details	Customer ID: Issuing Bank/ Confirming bank.	
Line ID	User can choose from the various lines available and mapped under 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	System will default this to 100%. User can modify, if contribution is more than 100%. System will display an alert message, if modified.  Once contribution% is provided, system will	
	default the amount.	
	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.	
Contribution Currency	The LC currency will be defaulted in this field.	
Contribution Amount	Contribution amount will default based on the contribution%.	



Field	Description	Sample Values
Limit Currency	Limit Currency will be defaulted in this field.	
Limit Available Amount	This field will display the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount.	
Limit Check Response	Response can be 'Success' or 'Limit not Available'.	
Response Message	Detailed Response message.	
Expiry Date	This field displays the date up to which the Line is valid	

Collateral availability needs to be checked if amendment involves increase in amount or tolerance. Provide the collateral details based on the description provided in the following table:







Field	Description	Sample Values
Edit Link	Click edit link to edit any existing Collateral Details.	
Plus Icon	Click plus icon to add new Collateral Details.	
Minus Icon	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.	
	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.	
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.  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.	
Currency	The LC currency will get defaulted in this field.	
Contribution Amount	Collateral contribution amount will get defaulted in this field.  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.	
Settlement Account	Select the settlement account for then collateral.	
Settlement Account Branch	Settlement Account Branch will be autopopulated based on the Settlement Account selection.	



Field	Description	Sample Values
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**

On click of 'Next' in the previous screen, system will auto populate the charges, commission and tax components mapped to the product from the back office system.



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.

Field	Description	Sample Values
Edit Icon	Click edit link to edit any existing Charge Details.	
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 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.	
	On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically checked in OBTFPM.	
	The user can not select/de-select the check box if it is de-selected by default.	
	This field is disabled, if 'Defer' toggle is enabled.	



Field	Description	Sample Values
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected.	
	On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM.	
	The user can select/de-select the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.	
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.  This field is disabled, if 'Defer' toggle is enabled.	
Charge Party	Charge party will be beneficiary by default. You can change the value to applicant	
Settlement Account	Details of the settlement account.	

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

#### ▲ Commission Details

Component	Rate	Modified	Currency	Amount	Modified	Defer	Waive	Charge Party
No data to display.								
Page 1 (0 of 0 items)   K								

Field	Description	Sample Values
Edit Link	Click edit link to edit any existing commission Details.	
Component	Select 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	An amount that is maintained under the product code defaults in this field.	
	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.	
	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.	
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	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.	
	If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary	
Settlement Account	Details of the Settlement Account.	

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



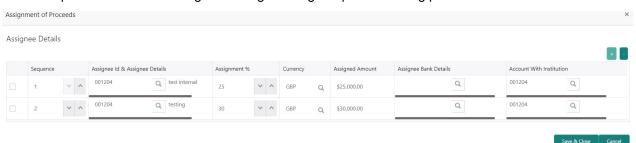
Tax details are defaulted from the back-end system.

#### ■ Tax Details

Com	ponent	Currency	Amount	Billing	Defer		Settlement Account
No	lata to display.						
	Field		Description			Sampl	e Values
	Component		Tax Component type				
Currency		The tax currency is the same as the commission.				_	
_	Amount		The tax amount def percentage of commedit the tax amount	nission maintained			
-	Settlement Ac	count	Details of the settle	ment account.			

## **Assignment of Proceeds**

In this tile, assignment details for the applicable processes is displayed. Proceeds can be assigned only if the parties have been assigned during drawing or update drawing process.



Field	Description	Sample Values
Assignment Paid By Importer	Slide the toggle if assignment is paid by importer.	
Sequence	User can update the sequence number.	
Assignee ID & Assignee Details	User can select the assignee id. Assignee details appear based on selected assignee ID.  User can add multiple assignees to a single Bill under LC with the assignment amount or assignment percentage of parent LC.  Note  WALKIN customers is allowed as assignee.	



Field	Description	Sample Values
Assignment %	User can input the percentage of LC amount that has be assigned to the assignee. Once the user updates the rate, the system has to calculate the amount as per assigned rate and default in the assigned amount field. If the user directly captures the assigned amount then the assigned percentage has to calculate the percentage and the same to be populated in the screen. If contribution is more than 100%, system to display an alert message. Once contribution % is input system will default the amount. System to validate that Limit Contribution percentage plus Collateral percentage is equal to 100. Otherwise system to provide override. The assignment percentage should be rounded to two decimal places	
Currency	User can select the account currency of the settlement account of the assignee. Only the currencies for which the settlement account is available, only those currency will be displayed.	
Assigned Amount	User can input the amount that has to be assigned to the assignee. If the user has already inputted the assignment percentage, system to calculate the amount and populate the value	
Assignee Bank Details	User can select the assignee bank.	
Account with Institution	User can select the account number of the Account with Institution.	

#### **FX Linkage Details**

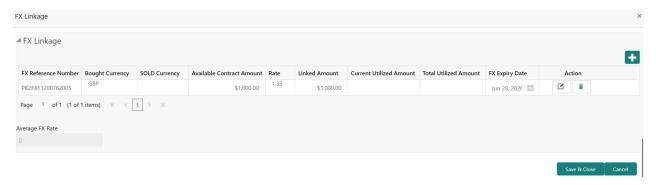
This section enables the user to link the existing FX contract(s) to the LC transactions. User can link multiple forward FX contracts.FX contract linkage with the Bill booking can happen only for immediate liquidation of sight payment or for Usance. For manual sight payment, the user needs to link the FX contract on the date of liquidation of the Bill.

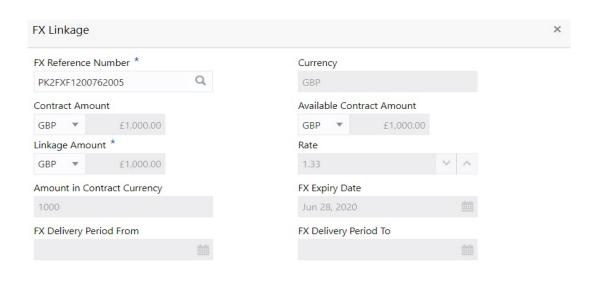
Following are the conditions of FX Linkage:

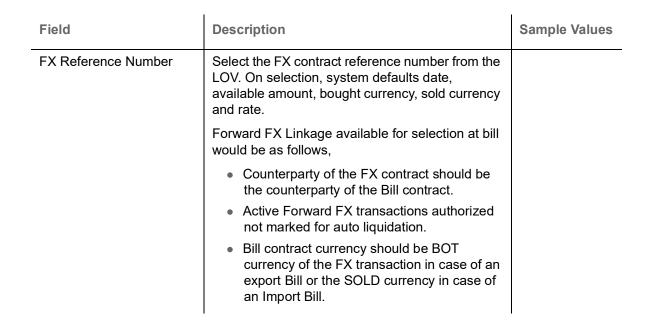
- If any LC Amendment is pending for beneficiary confirmation with FX changes, then the system, will not allow another amendment on this contract further.
- FX request will be processed in external system, only after successful amendment confirmation has been done.
- Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.
- Delink of linked FX or Reduction of linked amount from the LC is allowed if the same is not attached to any Bills.



• Reduction of LC contract amount with FX, through LC amendment will be restricted, when the contract amount goes below the FX linkage amount. User will be intimated with the message.









Save & Close

Close

Field	Description	Sample Values
Currency	System defaults from the linked FX contract.	
Bought Currency	System defaults from the linked FX contract.	
Sold Currency	System defaults from the linked FX contract.	
Available Contract Amount	Available amount will be FX contract amount minus the linked amount.	
	Available amount for linkage should be greater than Zero.	
Rate	Exchange rate is defaulted from the linked FX contract.	
Linked Amount	Sum of Linked amount will not be greater than Bill/LC contract amount.	
	Linked amount will not be greater than the available amount for linkage.	
Current Utilized Amount	Current Utilized amount displays the liquidated / purchased /discounted /negotiated amount of BC contract. It cannot go beyond the linked FX amount.	
Total Utilized Amount	Total Utilized amount displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version.	
FX Expiry Date	System defaults expiry date from the linked FX contract.	
FX Delivery Period From	Displays the FX delivery start date.	
FX Delivery Period To	Displays the FX delivery end date.	
Action	Click the Edit icon to edit the FX linkage details.	
	Click the Delete icon to delete the FX linkage details.	
Average FX Rate	Multiple forward FX contract could be linked,and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate.	

# **Action Buttons**

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

Field	Description	Sample Values
Documents	Upload the required documents.	



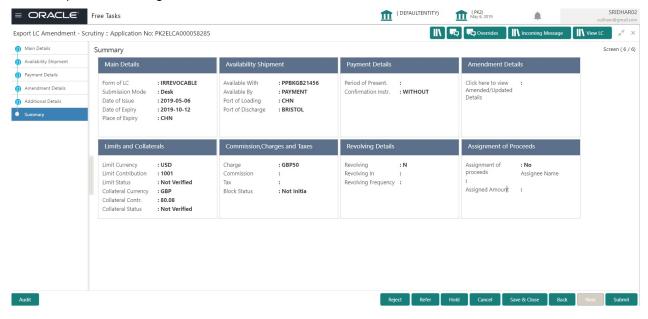
Field	Description	Sample Values
Remarks	Provide any additional information regarding the LC. This information can be viewed by other users processing the request.	
Overrides	Click to view the overrides accepted by the user.	
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.	
View LC	Enables the user to view the latest LC values displayed in the respective fields.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be registered and status will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.  Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.	
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.	



## **Summary**

User can review the summary of details updated in Scrutiny Export LC Amendment request.

Log in to Oracle Banking Trade Finance Process Management (OBTFPM) system to see the summary tiles. The tiles must display a list of important fields with values. User can drill down from summary Tiles into respective data segments.



#### **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 party details like beneficiary, advising bank etc.
- 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.
- Amendment Details User can view the amended details of LC.
- Additional Fields User can view the additional fields of LC.
- Limits and Collaterals User can view and modify limits and collateral details, if required.
- Charges User can view and modify charge details, if required.

#### **Action Buttons**

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

Field	Description	Sample Values
Documents	Upload the required documents.	
Remarks	Provide any additional information regarding the LC. This information can be viewed by other users processing the request.	
Overrides	Click to view the overrides accepted by the user.	
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.	
View LC	Enables the user to view the latest LC values displayed in the respective fields.	



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

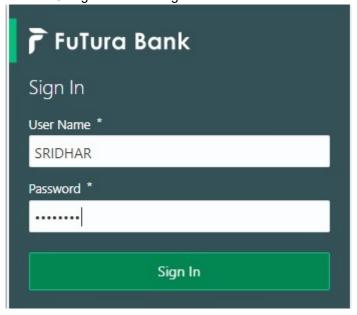
# **Data Enrichment**

As part of Data Enrichment, user can enter/update basic details of the incoming request.

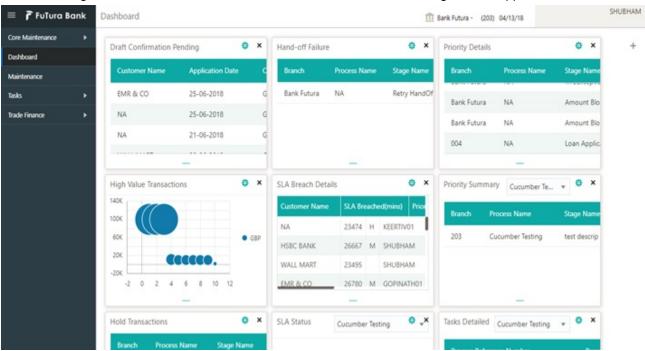
Do the following steps to acquire a task at Data Enrichment stage:



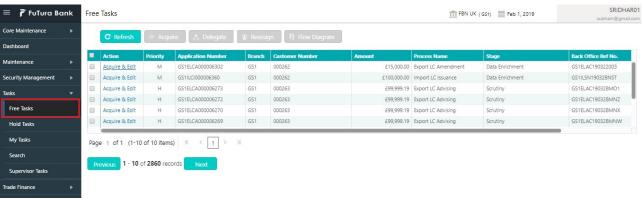
1. Using the entitled login credentials for Data Enrichment stage, login to the OBTFPM application.



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



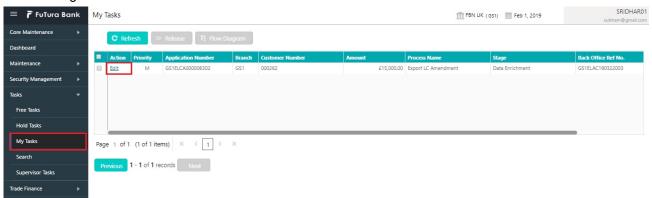
3. Click Trade Finance> Tasks> Free Tasks.



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



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



The Data Enrichment stage has six sections as follows:

- Main Details
- Availability Shipment
- Documents and Conditions
- Payment Details
- Amendment Details
- Additional Fields
- Advices
- Additional 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 Scrutiny/Online channels may not be editable.

#### **Main Details**

Refer to Main Details.

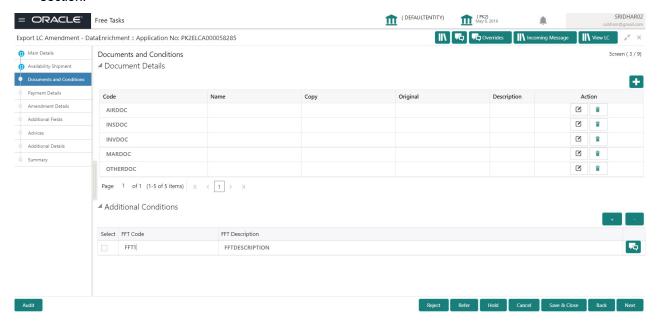
#### **Availability Shipment**

Refer to Availability Shipment.



#### **Documents and Conditions**

User must provide details of the required documents and additional conditions (if applicable) in this section.



#### **Documents Required**



Documents required section displays the list of documents required as per the issued LC and can be modified if required.

Online Channel - System will default the details received in the Description column. Based on the details populated, user can pick corresponding values for document code, originals and copy.

Non Online Channel - User can further edit (add or remove) the documents or document description as per requirement. Application will display an alert message, if both Bill Of lading" and 'Airway Bill' are chosen.

Based on the 'Product' selected, Application will default the documents required under the LC. User can edit the details, delete an existing document and also add additional documents to the defaulted list.



#### **Additional Conditions**



Additional Conditions section displays the conditions of the issued LC and can be amended if required.

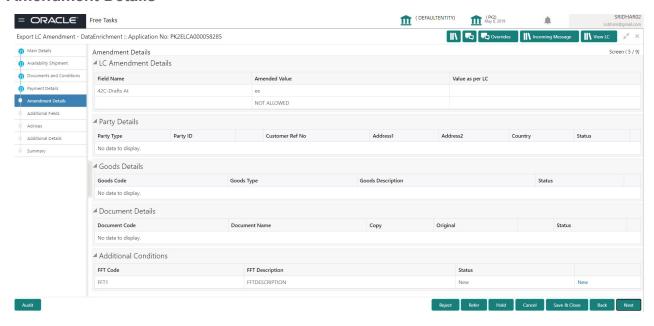
Online Channel - System will default the details received in the description column. System will parse the additional conditions required field into multiple line items based on line de-limiter (+) and shall populate each line item as a separate description. User can read the description and make any changes required to the description, also must be able to add more conditions.

Non Online Channel - User can use FFT to capture additional conditions and can edit the description populated from FFT. You should also be able to add additional FFT.

#### **Payment Details**

Refer to Payment Details.

#### **Amendment Details**



Refer to Amendment Details.

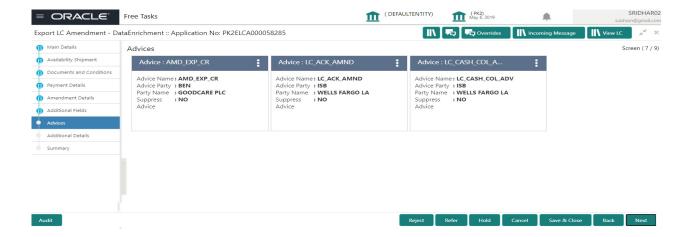
#### Additional Fields

Refer to Additional Fields.

#### **Advices**

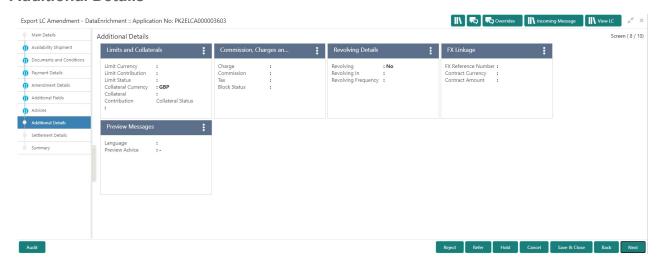
Advices menu displays the advices available under a product code from the back office as tiles. User can edit the fields in the tile, if required.





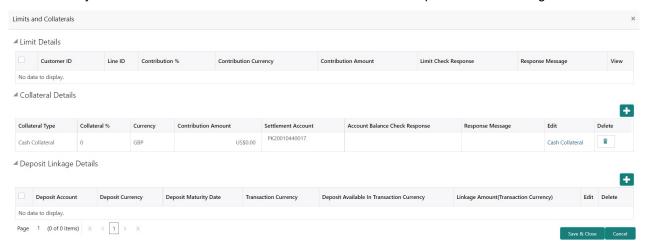
The user can also suppress the Advice, if required.

#### **Additional Details**

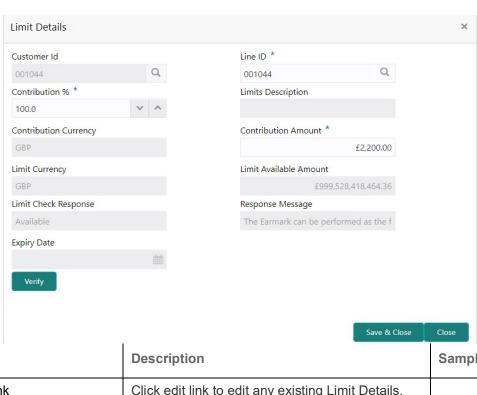


# **Limits & Collateral**

Limit availability needs to be checked if amendment involves increase in amount or tolerance or both. This is applicable for confirmation of the unconfirmed LC or increasing the amount or tolerance if already LC is already confirmed. Provide the Limit Details based on the description in the following table:







Field	Description	Sample Values
Edit Link	Click edit link to edit any existing Limit Details.	
Plus Icon	Click plus icon to add new Limit Details.	
Minus Icon	Click minus icon to remove any existing Limit Details.	
Limit Details	Customer ID: Issuing bank/ Confirming Bank.	
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	System will default this to 100%. User can modify, if contribution is more than 100%. System will display an alert message, if modified.	
	Once contribution% is provided, system will default the amount.	
	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.	
Contribution Currency	The LC currency will be defaulted in this field.	

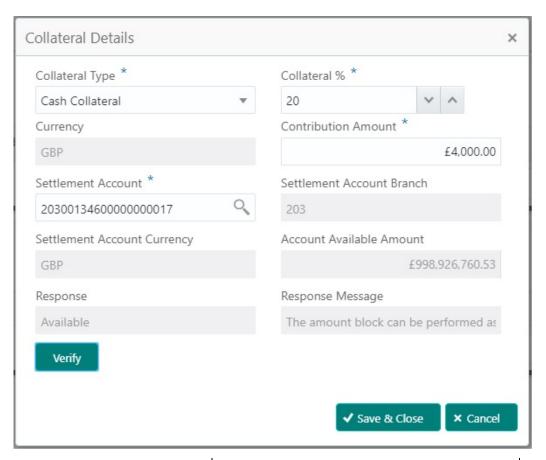


Field	Description	Sample Values
Contribution Amount	Contribution amount will default based on the contribution%.	
Limit Currency	Limit Currency will be defaulted in this field.	
Limit Available Amount	This field will display the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount.	
Limit Check Response	Response can be 'Success' or 'Limit not Available'.	
Response Message	Detailed Response message.	
Expiry Date	This field displays the date up to which the Line is valid	

Collateral availability needs to be checked if amendment involves increase in amount or tolerance. Provide the collateral details based on the description provided in the following table:

Collateral Detail	5							
Collateral Type	Collateral %	Currency	Contribution Amount	Settlement Account	Account Balance Check Response	Response Message	Edit	Delete
Cash Collateral	0	GBP	US\$0.00	PK1000325025			Cash Collateral	
							Save & Close	Cancel





Field	Description	Sample Values
Edit Link	Click edit link to edit any existing Collateral Details.	
Plus Icon	Click plus icon to add new Collateral Details.	
Minus Icon	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.	
	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.	



Field	Description	Sample Values
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.	
	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.	
Currency	The LC currency will get defaulted in this field.	
Contribution Amount	Collateral contribution amount will get defaulted in this field.	
	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.	
Settlement Account	Select the settlement account for then 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**

On click of 'Next' in the previous screen, system will auto populate the charges, commission and tax components mapped to the product from the back office system.





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.

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 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.	
	On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically checked in OBTFPM.	
	The user can not select/de-select the check box if it is de-selected by default.	
	This field is disabled, if 'Defer' toggle is enabled.	
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected.	
	On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM.	
	The user can select/de-select the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.	
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.	
	This field is disabled, if 'Defer' toggle is enabled.	
Charge Party	Charge party will be beneficiary by default. You can change the value to applicant.	
Settlement Account	Details of the settlement account.	



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

#### ▲ Commission Details

Component	Rate	Modified	Currency	Amount	Modified	Defer	Waive	Charge Party
No data to display.								
Page 1 (0 of 0 items)	к < 1 >	K						

Field	Description	Sample Values
Component	Select 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	
Amount	An amount that is maintained under the product code defaults in this field.  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.  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.	
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	Select the check box, if charges/commissions has to be deferred and collected at any future step.	



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

Tax details are defaulted from the back-end system.

#### ■ Tax Details

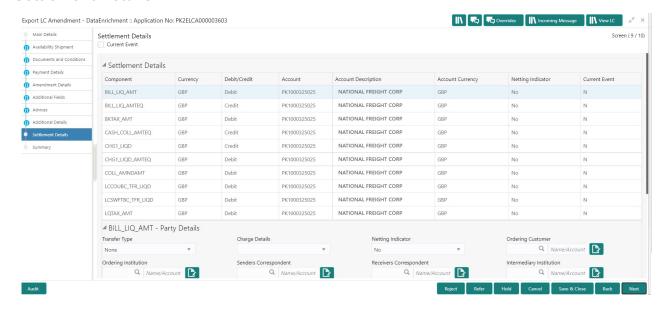
Con	nponent	Currency		Amount	Billing	Defer		Settlement Account
No	data to display.							
	Field		Desci	ription			Samp	e Values
•	Component T		Tax C	omponent type				
•	Currency		The ta	x currency is the sa	ıme as the coı	nmission.		
•	Amount		perce	ax amount default ntage of commissi ne tax amount, if r	on maintaine	_		
•	Settlement Ad	ccount	Detail	s of the settlemen	t account.			

# **FX Linkage Details**

Refer to FX Linkage Details



#### **Settlement Details**



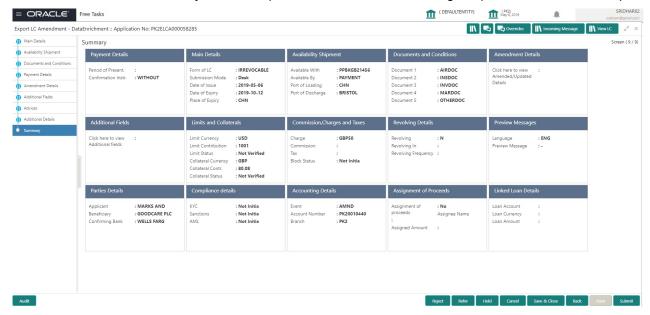
Provide the settlement details based on the following field description.

Field	Description	Sample Values
Current Event	The user can select the check box to populate the settlement details of the current event associated with the task. On De-selecting the check box, the system list all the accounts under the settlement details irrespective of the current event.	
Component	Components gets defaulted based on the product selected.	
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 defaults the applicable Netting Indicator.	
Current Event	System defaults the current event as Y or N.	



## **Summary**

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



#### **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.
- Amendment Details User can view the amended details of the issued LC.
- Additional Fields User can view the details of additional fields of the issued LC.
- 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.
- 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 in back office.



When the Value Date is different from the Transaction Date for one or more accounting entries, system displays an Alert Message "Value Date is different from Transaction Date for one or more Accounting entries.



#### **Action Buttons**

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

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

# **Exceptions**

The Export LC Amendment request, before it reaches the approval stage, the application will validate the Amount Block, KYC and AML. If any of these failed in validation will reach exception stage for further clearance 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 the block. On hand-off, system will debit the blocked account to the extent of block and credit charges/ commission account in case of charges block or credit the amount in suspense account for blocks created for collateral.

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



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

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

#### Approve:

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

#### Refer:

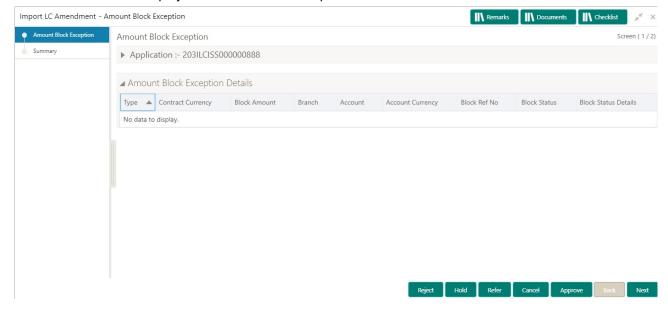
- Refer back to DE providing alternate settlement account to be used for block.
- Different collateral to be mapped or utilize lines in place of collateral.

#### Reject:

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

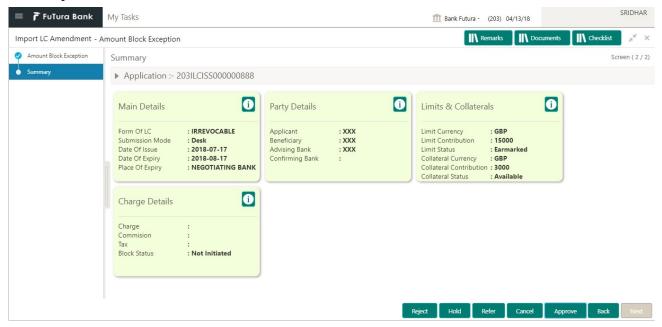
#### **Amount Bock Exception**

This section will display the amount block exception details.





#### **Summary**



#### Tiles Displayed in Summary:

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

#### **Action Buttons**

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

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



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> <li>R1- Documents missing</li> </ul>	
	<ul> <li>R2- Signature Missing</li> </ul>	
	<ul> <li>R3- Input Error</li> </ul>	
	<ul> <li>R4- Insufficient Balance- Limits</li> </ul>	
	R5 - Others	
Cancel	Cancel the Export LC Amendment Amount Block Exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

# **Exception - Know Your Customer (KYC)**

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

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

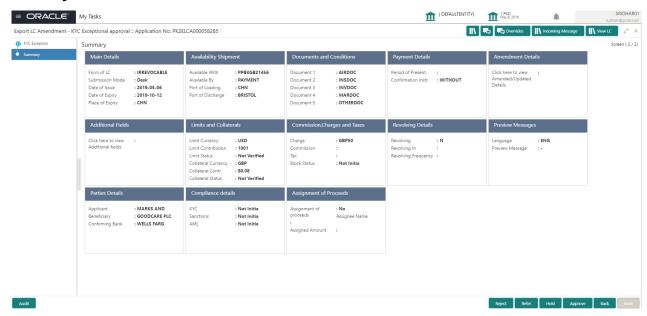
User can pick up a transaction and do the following actions:

#### **Approve**

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



## **Summary**



#### Tiles Displayed in Summary:

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

#### **Action Buttons**

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

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



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:  • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	
Cancel	Cancel the Export LC Amendment KYC exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

## **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.

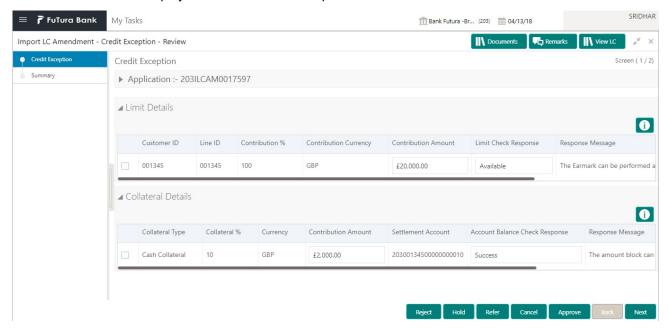
## **Application**

Refer to Application Details.

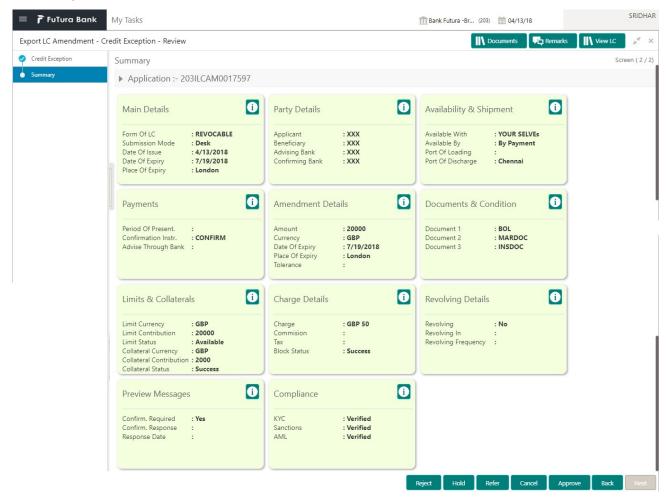


#### **Limit/Credit Check**

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.
- Amendment Details User can view the amended details of the issued LC.
- 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.
- Compliance User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

#### **Action Buttons**

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

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



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

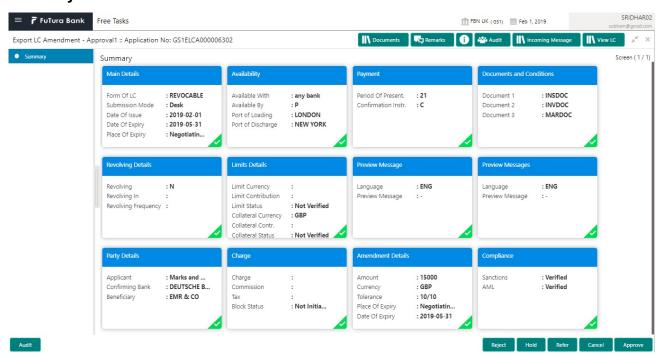
# **Multi Level Approval**

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

#### **Application**

Refer to Application 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.
- Amended Details User can view the amended details of the issued LC.
- 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.
- 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	Field Description	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.  Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Refer	User will be able to refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes:  • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	
Cancel	Cancel the approval.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.	

# **Reject Approval**

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

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



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

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

#### **Application Details**

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

#### Summary

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

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

- Main Details User can view 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.
- Amended Details User can view the amended details of the issued LC.
- 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.
- 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 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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# Reference and Feedback

# 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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# **Feedback and Support**

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