Export LC Transfer Amendment - Beneficiary Consent User Guide

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Oracle Banking Trade Finance Process Management - Export LC Transfer Amendment - Beneficiary Consent 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.
- Help users to conveniently create and process trade finance transaction

#### Overview

OBTFPM is a trade finance middle office platform, which enables bank to streamline the trade finance operations. OBTFPM enables the customers to send request for new trade finance transaction either by visiting the branch (offline channels) or through SWIFT/Trade Portal/other external systems (online channels).

#### **Benefits**

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

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

#### **Key Features**

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



# **Export LC Transfer Amendment- Beneficiary Consent**

Transfer LC Amendment may require second beneficiary's consent for the amendment terms.

Following are some of the scenarios where second beneficiary's consent may be required:

- Amendment of the Expiry Date
- Amendment of the Amount
- Amendment of the Latest Shipment date
- Amendment of the Goods Description
- Amendment of the Shipment Details
- Amendment of the Documents Required
- Amendment of the Additional Conditions

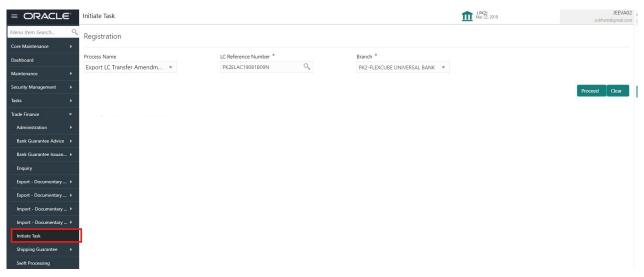
This section contains the following topics:

Common Initiation Stage	Registration
Data Enrichment	Approval

### **Common Initiation Stage**

The user can initiate the new export LC transfer amendment beneficiary consent 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

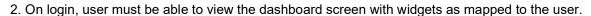
During the Registration stage, the user can register a request for an Export LC Transfer Amendment Beneficiary Consent.

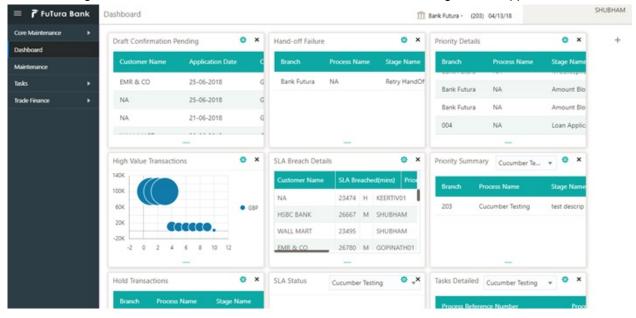
User can capture the basic details of the response, check the signature of the signatory from the advising bank and upload the related documents. On submit of the request, the request should be available for an LC expert to handle in the next stage.

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

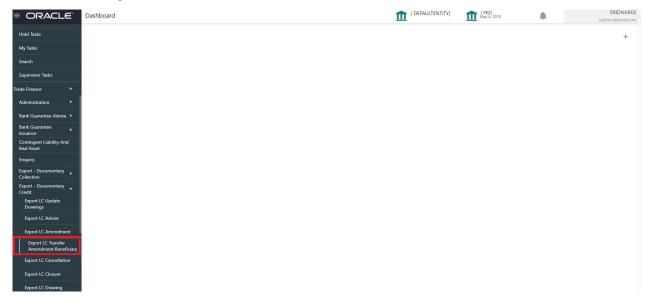






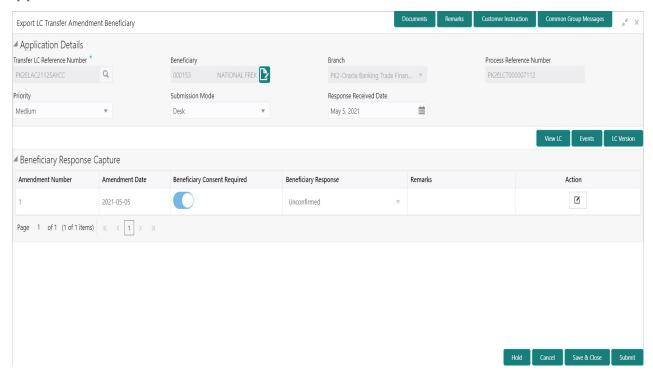


3. Click Trade Finance> Export - Documentary Credit> Export LC Transfer Amendment - Beneficiary Consent.



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

### **Application Details**



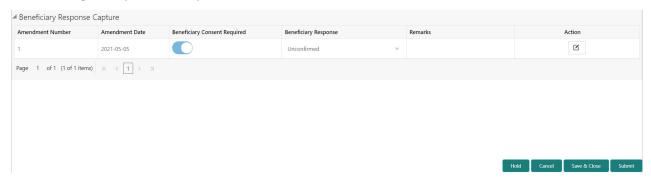
#### Provide the Application Details based on the description in the following table:

Field	Description	Sample Values
Transfer LC Reference Number	User can search the Transfer LC Reference Number by using the LOV.	
	As part of LOV criteria; user can input the Transfer LC Reference Number, Beneficiary, Currency, Amount or User Reference Number.	
First Beneficiary	First Beneficiary details is defaulted from the underlying Transfer LC.	EMR & CO
Branch	Read only field.	203-Bank Futura -Branch
	Branch details will be auto-populated from the Transfer LC details.	FZ1
Process Reference	Read only field.	
Number	Unique sequence number for the transaction.	
	This is auto generated by the system based on process name and branch code.	
Priority	System will default the Priority as Low/Medium/ High based on maintenance.	High



Field	Description	Sample Values
Submission Mode	Select the submission mode of Export LC Amendment request. By default the submission mode will have the value as 'Desk'.	Desk
	Desk- Request received through Desk	
	FAX - Request received through FAX	
	Email - Request received through Email	
	Courier- Request received through Courier	
Response Received 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.	

### **Beneficiary Response Capture**



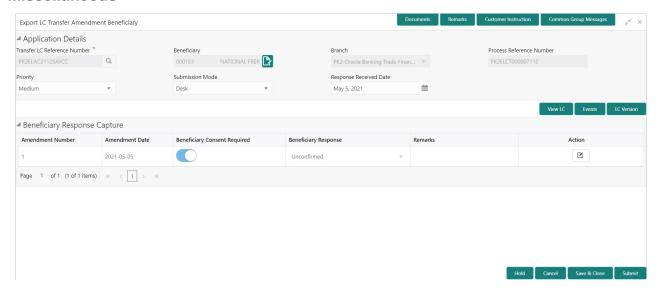
Provide the Beneficiary Response Capture based on the description in the following table:

Field	Description	Sample Values
Amendment Number	Read only field.	
	Amendment number will be auto-populated based on selected Transfer LC Reference Number.	
Amendment Date	Read only field.	
	This field displays the date on which the amendment was made to Transfer LC.	
Beneficiary Consent	Read only field.	
Required	Beneficiary Confirmation Required (Y/N) will be auto populated based on selected Transfer LC Reference Number.	
Beneficiary Response	Select the Beneficiary response from the LOV - Confirmed, Unconfirmed or Rejected.	
	Beneficiary Response field will be read only if Beneficiary Consent Required is 'No'.	



Field	Description	Sample Values
Remarks	Remarks for the Export LC Transfer Amendment.	
Edit Icon	Click the Edit icon to edit the Beneficiary Response.	

#### **Miscellaneous**



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

Field	Description	Sample Values
Documents	Upload the required documents. If mandatory documents are not uploaded, system should display an error on submit.	
Remarks	Provide any additional information regarding the Beneficiary Consent. 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> <li>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.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View LC	User can view the Transfer LC details.	



Field	Description	Sample Values
Events	User can view the Transfer LC Events.	
LC Version	System displays the Transfer LC version wise if there are any amendments. In case there are no amendments then system should display transfer LC details directly under version 1.	
Action Buttons		
Submit	On submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. Task will get moved to next logical stage of Export LC Amendment - Beneficiary Consent.	
	If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancels the Export LC Amendment - Beneficiary Consent Registration stage inputs.	
Hold	The details provided will be registered and status will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Checklist	Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not marked, system will display an error on submit.  The checklist items under Registration Stage are:	
	<ul><li>Verified Beneficiary Instructions</li><li>All Documents uploaded</li></ul>	

## **Data Enrichment**

DE User can process new request for Export LC Transfer Amendment Beneficiary Consent.

As a part of Data Enrichment stage, User can enter/update basic details of the incoming request and verify if the request can be progressed further.

Request that are received via online channels like trade portal, external system and SWIFT are available directly for further processing in OBTFPM from registration and available data for all data segments from Application stage to Data Enrichment stage would be auto populated.

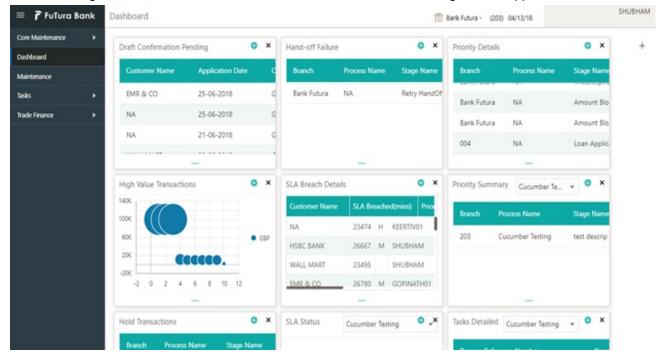
Do the following steps to acquire a task at Data Enrichment stage:



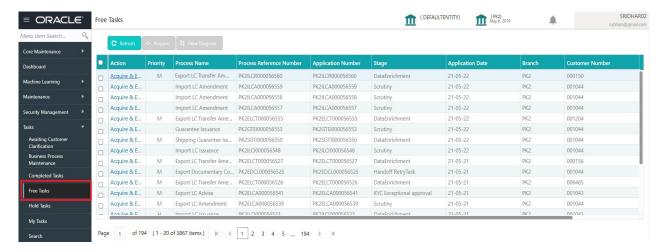
1. Using the entitled login credentials for Beneficiary Consent Response Capture stage, login to the OBTFPM application.



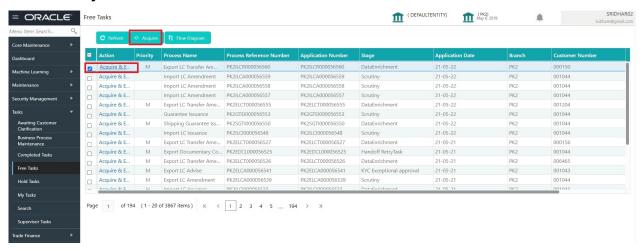
2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.



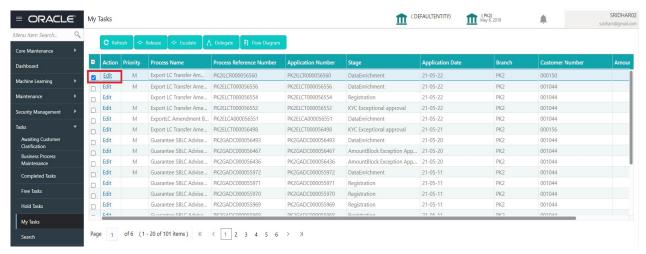
3. Click Trade Finance> Tasks> Free Tasks.



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 capture responses of the registered task.



The Data Enrichment stage has three sections as follows:

- Main Details
- Additional Fields
- Advices



- Additional Details
- Settlement Details
- Summary

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

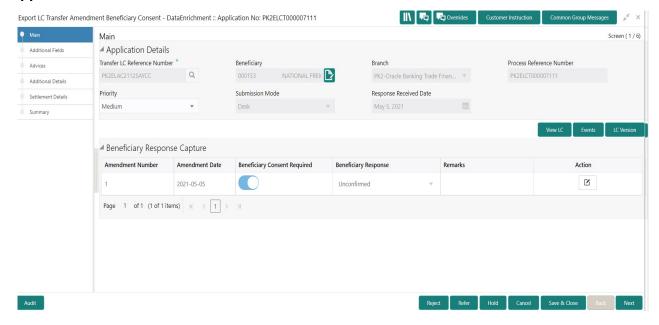
#### **Main Details**

Main details section has three sub section as follows:

- Application Details
- Beneficiary Response Capture



### **Application Details**



Field	Description	Sample Values
Transfer LC Reference Number	Read only field.  System should display the Reference Number to be amended.	
First Beneficiary	Read only field.  Displayed as available from earlier stages	EMR & CO
Branch	Read only field.  Branch details will be auto-populated from the Transfer LC details.	203-Bank Futura -Branch FZ1
Process Reference Number	Read only field. Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	
Priority	System will default the Priority as Low/Medium/ High based on maintenance.	High
Submission Mode	Read only field.  Select the submission mode of Export LC Amendment request. By default the submission mode will have the value as 'Desk'.  Desk- Request received through Desk  FAX - Request received through FAX  Email - Request received through Email  Courier- Request received through Courier	Desk



Field	Description	Sample Values
Response Received Date	Read only field.  By default, the application will display branch's current date.	04/13/2018

### **Beneficiary Response Capture**



### Capture the beneficiary response based on the description in the following table:

Field	Description	Sample Values
Amendment Number	Read only field.  Amendment number will be auto-populated based on selected Transfer LC Reference Number.	
Amendment Date	Read only field. This field displays the date on which the amendment was made to Transfer LC.	
Beneficiary Consent Required	Read only field.  Beneficiary Confirmation Required (Y/N) will be auto populated based on selected Transfer LC Reference Number.	
Beneficiary Response	Select the Beneficiary response from the LOV - Confirmed, Unconfirmed or Rejected. Beneficiary Response field will be read only if Beneficiary Consent Required is 'No'.	
Remarks	Capture the remarks of the beneficiary response.	
Edit Icon	Click the Edit icon to edit the Beneficiary Response.	



#### **Action Buttons**

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
	Application will display the mandatory and optional documents.	
	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	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.	
	Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view overrides, if any.	
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>	
	<ul> <li>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.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View LC	User can view the Transfer LC details.	
Events	User can view the Transfer LC Events.	
LC Version	System displays the Transfer LC version wise if there are any amendments. In case there are no amendments then system should display transfer LC details directly under version 1.	



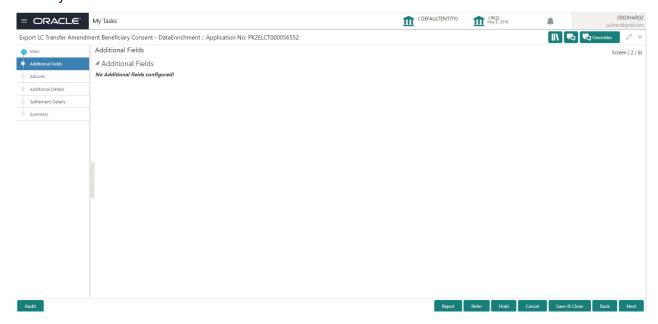
Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment inputs.	
Hold	The details provided will be on hold.  This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes:  R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others.  Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

#### **Additional Fields**

In this section, the user can view/enter the details in the additional fields implemented by the bank for Export LC Transfer Amendment Beneficiary Consent.



Any user defined fields maintained at the bank level should be available in this Additional field details.



#### **Action Buttons**

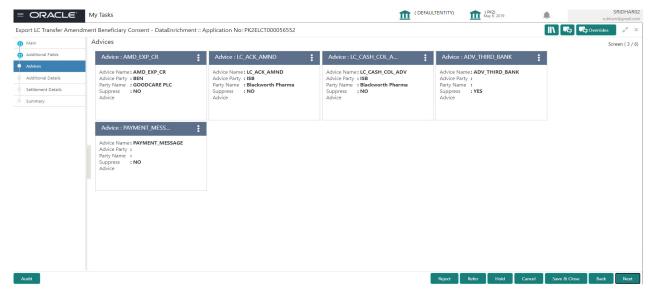
Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.	
	Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment 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.	
Back	Click Back to move the task to the previous segment	
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.	

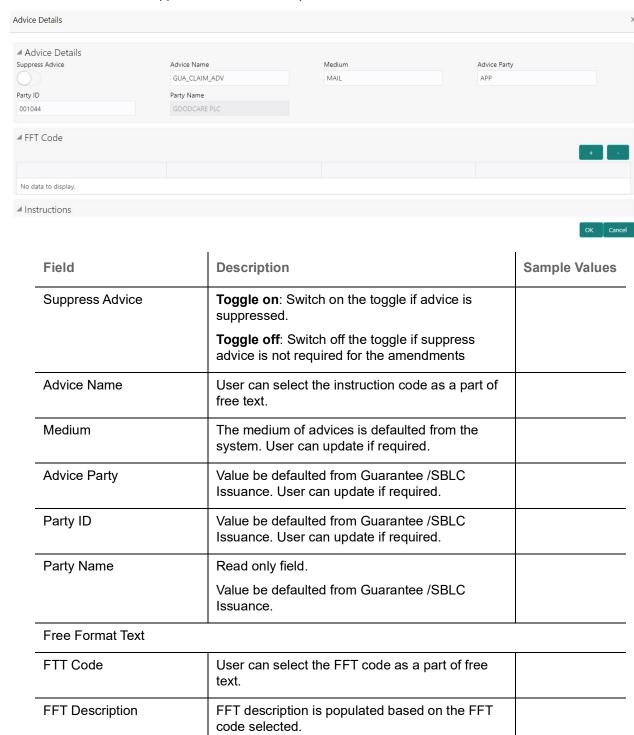
#### **Advices**

Data User can view the advices generated during Export LC Transfer Amendment Beneficiary Consent request. Some of the possible advices could be Payment message (Debit Advice) and Second Beneficiary Consent Advice.





#### The user can also suppress the Advice, if required.



Instruction Details



Click plus icon to add new FFT code.

code.

Click minus icon to remove any existing FFT

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

#### **Action Buttons**

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



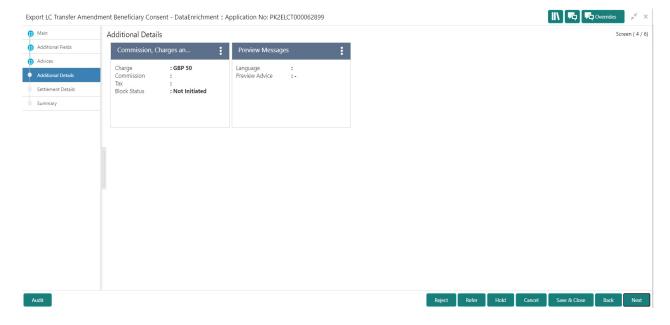
Field	Description	Sample Values
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.	
	Reject Codes:	
	R1- Documents missing	
	<ul> <li>R2- Signature Missing</li> </ul>	
	R3- Input Error	
	R4- Insufficient Balance/Limits	
	R5 - Others.	
	Select a Reject code and give a Reject Description.	
	This reject reason will be available in the remarks window throughout the process.	
Back	Click Back to move the task to the previous segment	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

#### **Additional Details**

DE user can verify and enter the basic additional details available for the Export LC Transfer Amendment Beneficiary Consent request.

The various additional details should be available as tile. Each tile can be selected and the respective screen will open for the user to capture details.

This is a multi-grid section with facility to attach more than one line.

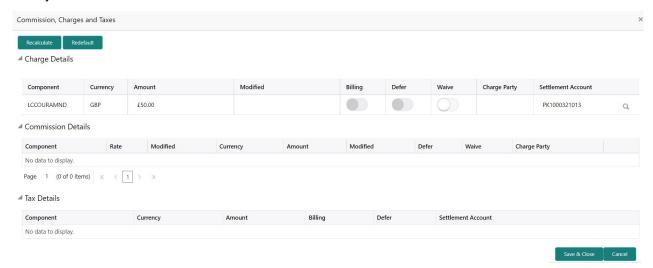




#### **Commission, Charges and Taxes**

On landing to the Additional Details section, the default commission, charges and tax if any will get populated.

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.



Charge Details are auto-populated from the 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.	



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 applicant by default. You can change the value to beneficiary	
Settlement Account	Details of the settlement account.	

Commission Details are auto-populated from back-end system.

Commission Details

nent a to display.	Rate	Modified	Currency	Amount	Modified	Defer	Waive	Charge Party	Settlement Account
1 (0 of 0 items	i) K < 1	K <							
Field	Field Description						Sample Values		
Com	ponent		S	elect the					
Rate			D	Defaults from product.					
			d			•		Back Office le to change	
			ai b	mount de / the use	faulted fro	m back ld will be	office is	n commission s modifiable and the user	
Curr	ency				e collecte	-	the c	ommission	



+

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 auto-populated from the back-end system.

Field	Description	Sample Values
Component	Tax Component type	
Currency	The tax currency is the same as the commission.	
Amount	The tax amount defaults based on the percentage of commission maintained. User can edit the tax amount, if required.	
Settlement Account	Details of the settlement account.	
Charges From Beneficiary	User can enter the amount to be collected from beneficiary because of this transaction.	

#### **Action Buttons**

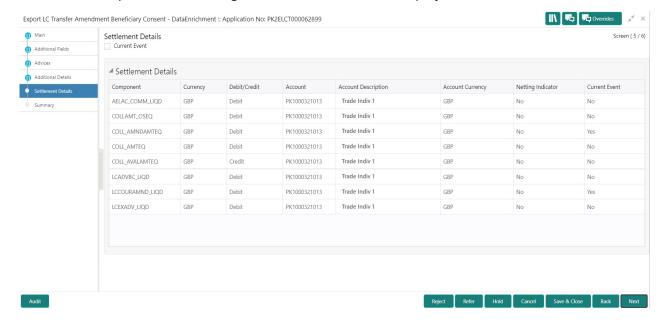
Field	Description	Sample Values
Documents	Upload the required documents. If mandatory documents are not uploaded, system should display an error on submit.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.	
	Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request.	
Cancel	Cancel the Data Enrichment 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:	
	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.	
Back	Click Back to move the task to the previous segment	
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.	

#### **Settlement Details**

The user can view/input the settlement details for Export LC Transfer Amendment Beneficiary Consent request. The following are the list of fields to be displayed.





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

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	System populates the components based on the product selected.	
Currency	System displays the currency for the component.	
Debit/Credit	System defaults the debit/credit indicators for the components	
Account	System defaults the value based on the product selected.	
Account Description	System displays the account description for the account chosen.	
Account Currency	System displays the account currency for all items based on account number	
Netting Indicator	System displays the netting indicator applicable.	
Current Event	Application displays the current event as Y or N.	

#### **Action Buttons**

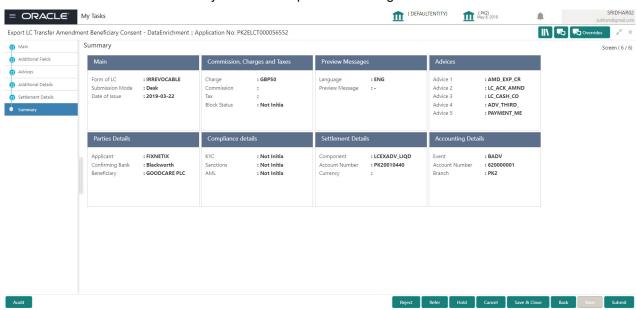
Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.	
	Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Save & Close	Save the information provided and holds the task in you queue for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment 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:	
	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.	
Back	Click Back to move the task to the previous segment	
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 Data Enrichment stage. As part of summary screen, I should be able to see the summary tiles. The tiles should 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 the application details and Transfer LC details. User can modify the details, if required.
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.



- Advices: User should be able to view the advice details.
- Preview Message: User can see the preview details grid.
- Parties Details: User can see the party details like beneficiary, advising bank etc.
- Settlement Details: User can see the Settlement details.
- Compliance Details: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User can view the accounting details.

#### **Action Buttons**

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.	
	Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Submit	On Submit, system should validate for all mandatory field values and the task should move to the next logical stage. If the user submits without visiting other mandatory hops, then error message should be displayed and force the user to visit mandatory tabs/update mandatory 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 Data Enrichment 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.	

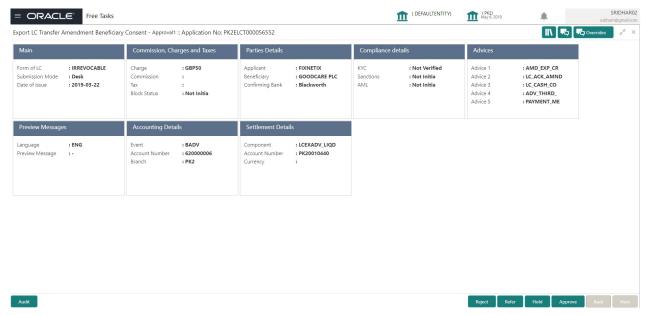


Field	Description	Sample Values
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.	
	Reject Codes:	
	R1- Documents missing	
	<ul> <li>R2- Signature Missing</li> </ul>	
	R3- Input Error	
	R4- Insufficient Balance/Limits	
	R5 - Others.	
	Select a Reject code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

### **Approval**

The user can review the summary of details updated in multilevel approval stage of Export LC Transfer Amendment Beneficiary Consent request and approve the Export LC Transfer Amendment Beneficiary Consent.

The user can 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.



#### **Tiles Displayed in Summary**

- Main Details User can view the application details and Transfer LC details. User can modify the details, if required.
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.
- Advices: User should be able to view the advice details.



- Preview Message: User can see the preview details grid.
- Parties Details: User can see the party details like beneficiary, advising bank etc.
- Settlement Details: User can see the Settlement details.
- Compliance Details: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User can view the accounting details.

#### **Action Buttons**

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.	
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	
	<ul><li>R4- Insufficient Balance- Limits</li><li>R5 - Others</li></ul>	
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.	



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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**

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

# **Feedback and Support**

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