

Export Documentary Collection Return - Close User Guide  
**Oracle Banking Trade Finance Process Management**  
Release 14.5.4.0.0

**Part No. F53382-01**

February 2022

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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 Documentary Collection Return - Close - Islamic

Export Collection Return process facilitates the user to close the outstanding bills along with the returned documents or without any documents, when no more payments are expected.

Export Documentary Collection can be Returned/Closed before liquidation.

The various stages involved for Export Doc Collection Return/Close are:

- Receive and verify documents and basic details- Registration stage
- Verify documents and capture details - Data Enrichment stage
- Input/Modify details of Return Collection - Data Enrichment stage
- Check balance availability for amount block if applicable
- Check for sanctions & KYC status
- Create amount block for charges if applicable
- Capture remarks for other users to check and act
- Hand off request to back office

The Islamic Export Doc Collection Return process flow is similar to that of conventional Export Doc Collection Return/Close process flow.

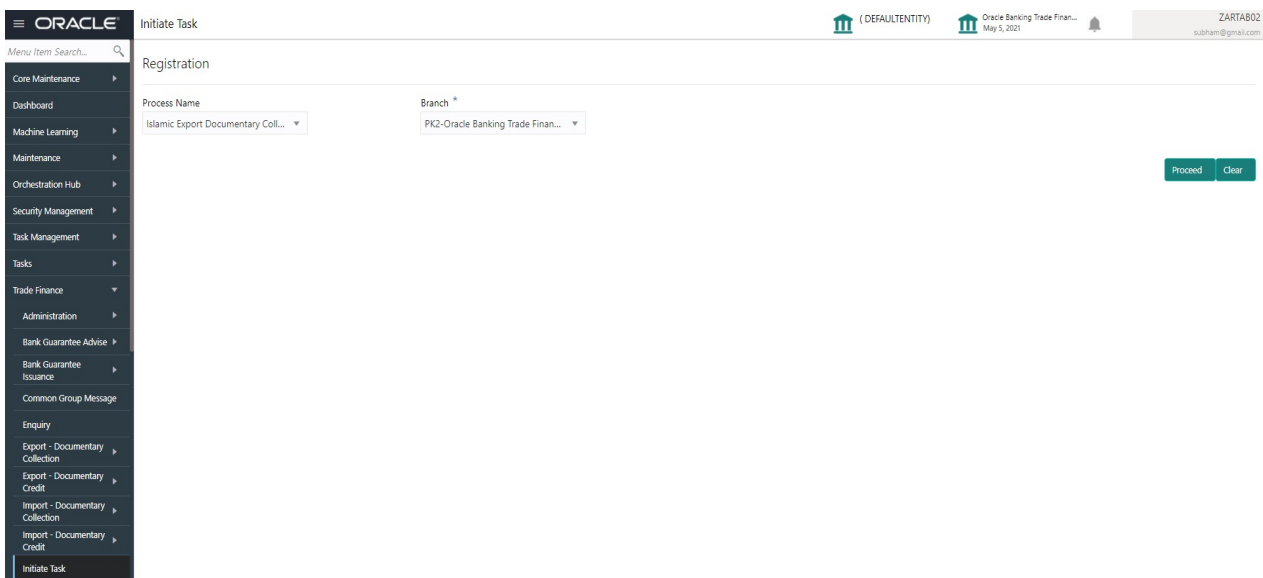
This section contains the following topics:

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

## Common Initiation Stage

The user can initiate the new export collection return request from the common Initiate Task screen.

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



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

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

## Action Buttons

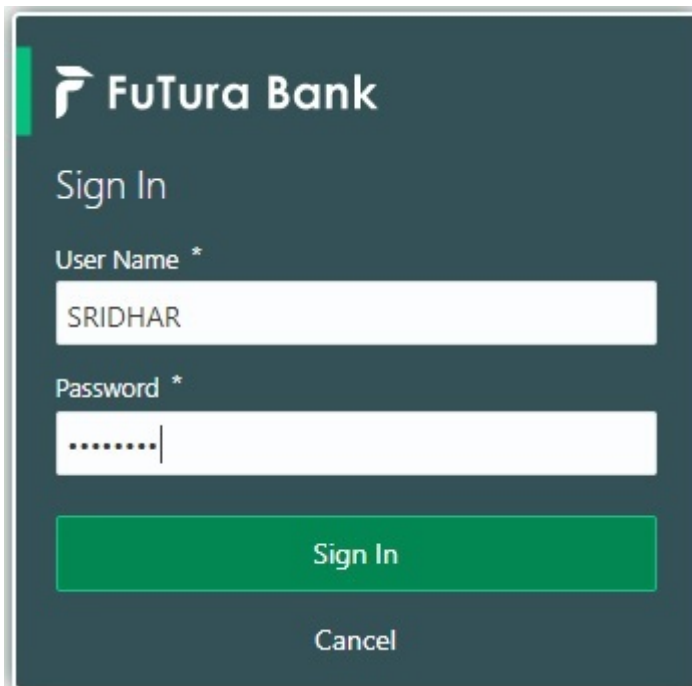
Use action buttons based on the description in the following table:

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

## Registration

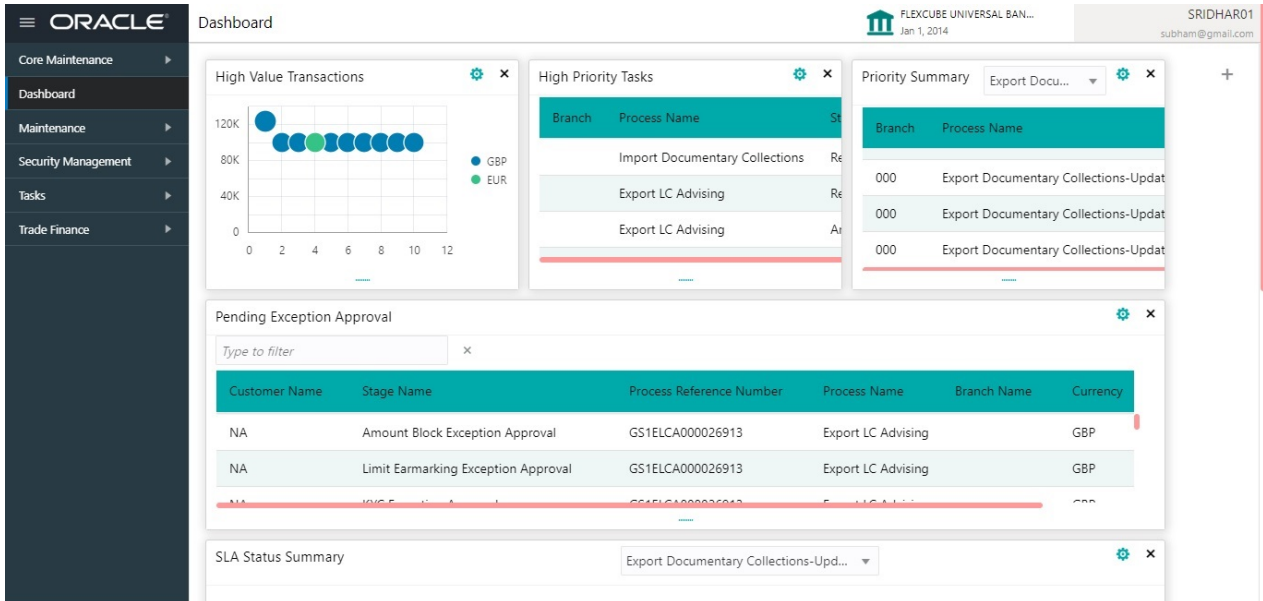
User can register request for an Islamic Export Doc Collection Return/Close at the front desk (as an application received physically/Courier). During Registration stage, user can capture the basic details of the transaction, check the signature of the applicant and upload related documents. On submit, the request will be available for an collection expert to handle the request in the next stage.

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

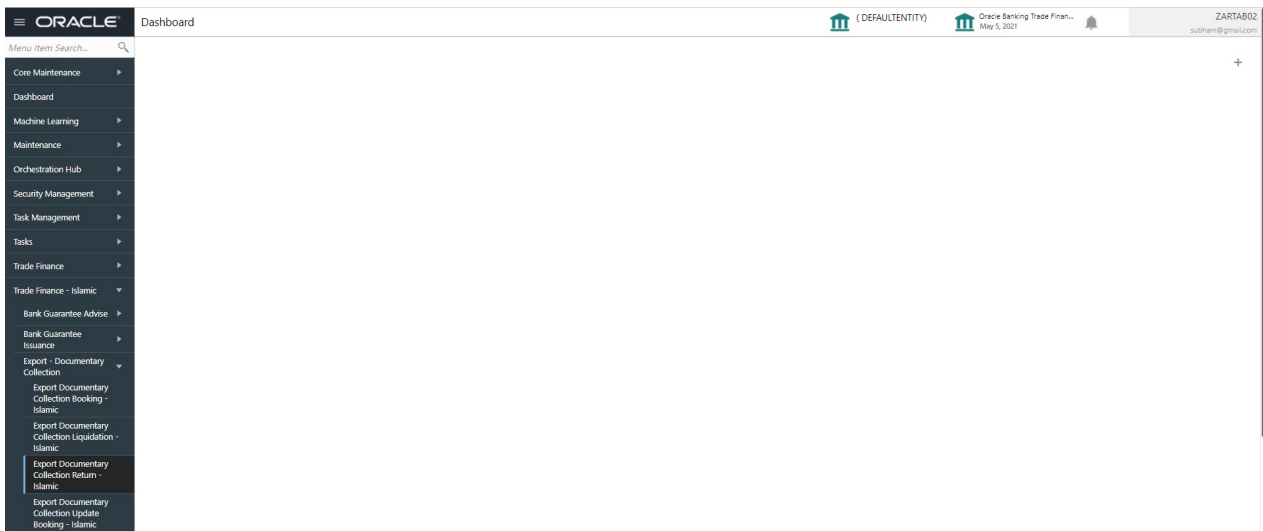


The screenshot shows a dark-themed login interface for FuTura Bank. At the top left is the bank's logo and name. Below it, the text 'Sign In' is displayed. There are two input fields: 'User Name \*' containing 'SRIDHAR' and 'Password \*' with masked characters. A green 'Sign In' button is positioned below the password field, and a 'Cancel' button is located at the bottom center of the form area.

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



3. Click Trade Finance - Islamic > Export - Documentary Collection> Export Documentary Collection Return - Islamic.



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

## Application Details

Export Documentary Collection Return - Islamic

Documents Remarks Customer Instruction Common Group Messages

### Application Details

Documentary Collection Number *	Drawer *	Branch	Bill Amount *
PK2EBCA211257502	001044 GOODCARE PLC	PK2-Oracle Banking Trade Finan...	GBP £10,000.00
Amount In Local Currency	Process Reference Number	Customer Reference Number	Priority
GBP	PK2IEDC000011384		Medium
Submission Mode	Return Date *	Version Number	
Desk	May 5, 2021	1	

View Collection Events

### Collection Details

Documents Received	Tenor Type	Product Code *	Product Description
First	Usance	EBCA	OUTGOING CLEAN USANCE BILLS UNCL
Operation Type	Stage	Contract Reference Number	Drawee
ACC	FINAL	PK2EBCA211257502	001043 MARKS AND SP
Outstanding Bill Amount *	Collecting Bank	Collecting Bank Reference Number	Finance Amount
GBP			GBP
Protest Date	Acceptance Date	Rebate Amount	Customer Dispatch
		GBP	<input type="checkbox"/>

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Documentary Collection Number	Provide the Documentary Collection Number. Alternatively, user can search the Documentary Collection Number using LOV.  In the LOV, user can search giving any combination details of Documentary Collection Number, Drawer, Currency, Amount, Product Code and Booking Date to fetch the collection details. Based on the search result, select the applicable documentary collection to update the details.	
Drawer	Read only field.  Drawer ID and drawer name will be auto-populated based on the selected Documentary Collection Number from the LOV.	
Branch	Read only field.  Branch details will be auto-populated based on the selected Documentary Collection Number from the LOV.	203-Bank Futura -Branch FZ1
Bill Currency and Amount	Read only field.  Bill currency and amount will be auto-populated based on the selected Documentary Collection Number from the LOV.	
Amount In Local Currency	System fetches the local currency equivalent value for the LC amount from back office (with decimal places).	



Field	Description	Sample Values
Process Reference Number	Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	
Customer Reference Number	User can enter the customer reference number.	
Priority	System will populate the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit.	High
Submission Mode	Select the submission mode of Export Collection Liquidation request. By default the submission mode will have the value as 'Desk'.  <b>Desk-</b> Request received through Desk <b>Courier-</b> Request received through Courier	Desk
Return Date	By default, the application will display branch's current date.	04/13/2018
Version Number	This field displays the latest version of the bill.	

## Collection Details

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

Field	Description	Sample Values
Documents Received	Read only field. Documents received details will be auto-populated based on the selected Documentary Collection Number from the LOV.	
Tenor Type	Read only field. Tenor will be auto-populated based on the selected Documentary Collection Number from the LOV.	
Product Code	Read only field. Product code will be auto-populated based on the selected Documentary Collection Number from the LOV.	
Product Description	Read only field. This field displays the description of the product as per the product code.	
Operation Type	Read only field. Operation type will be auto-populated based on the selected Documentary Collection Number.	

Field	Description	Sample Values
Stage	Read only field. Stage will be auto-populated based on the selected Documentary Collection Number.	
Contract Reference Number	System to populate contract reference number from the back end system once the Documentary Collection Number is selected.	
Drawee	Read only field. Drawee ID and Drawee Name will be auto-populated based on the selected Documentary Collection Number.	
Outstanding Bill Amount	Read only field. Bill Outstanding Amount will be auto-populated based on the selected Documentary Collection Number.	
Collecting Bank	Read only field. Collecting Bank ID and Collecting Bank Name will be auto-populated based on the selected Documentary Collection Number.	
Collecting Bank Reference Number	Read only field. Collecting Bank Reference Number will be auto-populated based on the selected Documentary Collection Number.	
Finance Amount	Read only field. Finance Amount will be auto-populated based on the selected Documentary Collection Number.	
Protest Date	Read only field. Protest Date will be auto-populated based on the selected Documentary Collection Number.	
Acceptance Date	Read only field. Acceptance Date will be auto-populated based on the selected Documentary Collection Number.	
Rebate Amount	Read only field. The rebate to the bill outstanding amount.	

Field	Description	Sample Values
Customer Dispatch	<p>The value will be populated from back office based on the maintenance.</p> <p><b>Toggle On:</b> If the toggle is set to <b>Yes</b>, the customer has the option to dispatch the documents directly to the importer's bank.</p> <p><b>Toggle Off:</b> If the toggle is set to <b>No</b>, the bank has to dispatch the documents to the importer's bank.</p> <p>Bank user is not allowed to edit the field, if the value defaulted from the back office is "No",</p>	

## Miscellaneous

Export Documentary Collection Return - Islamic

Documents Remarks Customer Instruction Common Group Messages

**Application Details**

Documentary Collection Number \* PK2EBCA211257502

Drawer \* 001044 GOODCARE PLC

Branch PK2-Oracle Banking Trade Finan...

Bill Amount \* GBP £10,000.00

Amount In Local Currency GBP

Process Reference Number PK2IEDC000011384

Customer Reference Number

Priority Medium

Submission Mode Desk

Return Date \* May 5, 2021

Version Number 1

View Collection Events

**Collection Details**

Documents Received First

Tenor Type Usance

Product Code \* EBCA

Product Description OUTGOING CLEAN USANCE BILLS UNE

Operation Type ACC

Stage FINAL

Contract Reference Number PK2EBCA211257502

Drawee 001043 MARKS AND SP

Outstanding Bill Amount \* GBP

Collecting Bank

Collecting Bank Reference Number

Finance Amount GBP

Protest Date

Acceptance Date

Rebate Amount GBP

Customer Dispatch

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Documents	Upload the documents received under the Documentary Collection.	
Remarks	Provide any additional information regarding the collection. This information can be viewed by other users handling the request.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li><b>Standard Instructions</b> – 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><b>Transaction Level Instructions</b> – 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>	

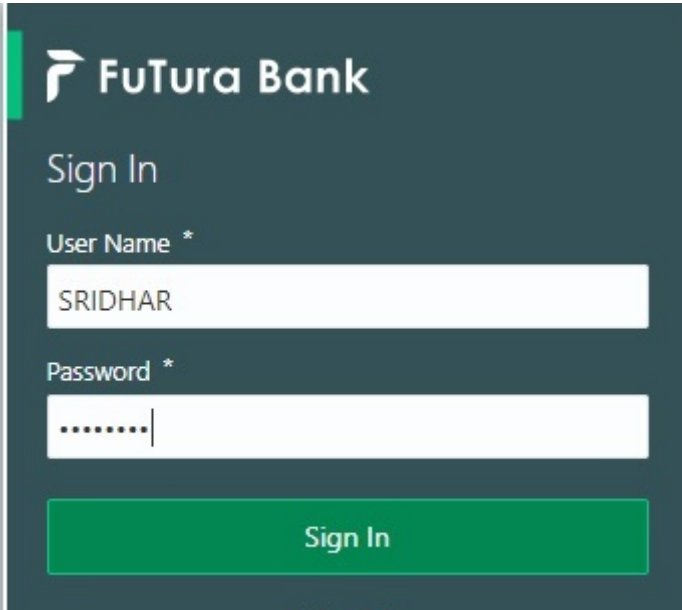
Field	Description	Sample Values
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
Checklist	Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.	
<b>Action Buttons</b>		
Submit	On submit, task will move to next logical stage of Export Documentary Collection Return - Close. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.	
Cancel	Cancels the Export Documentary Collection Return - Close Task. Details entered will not be saved and the task will be removed.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	

## Data Enrichment

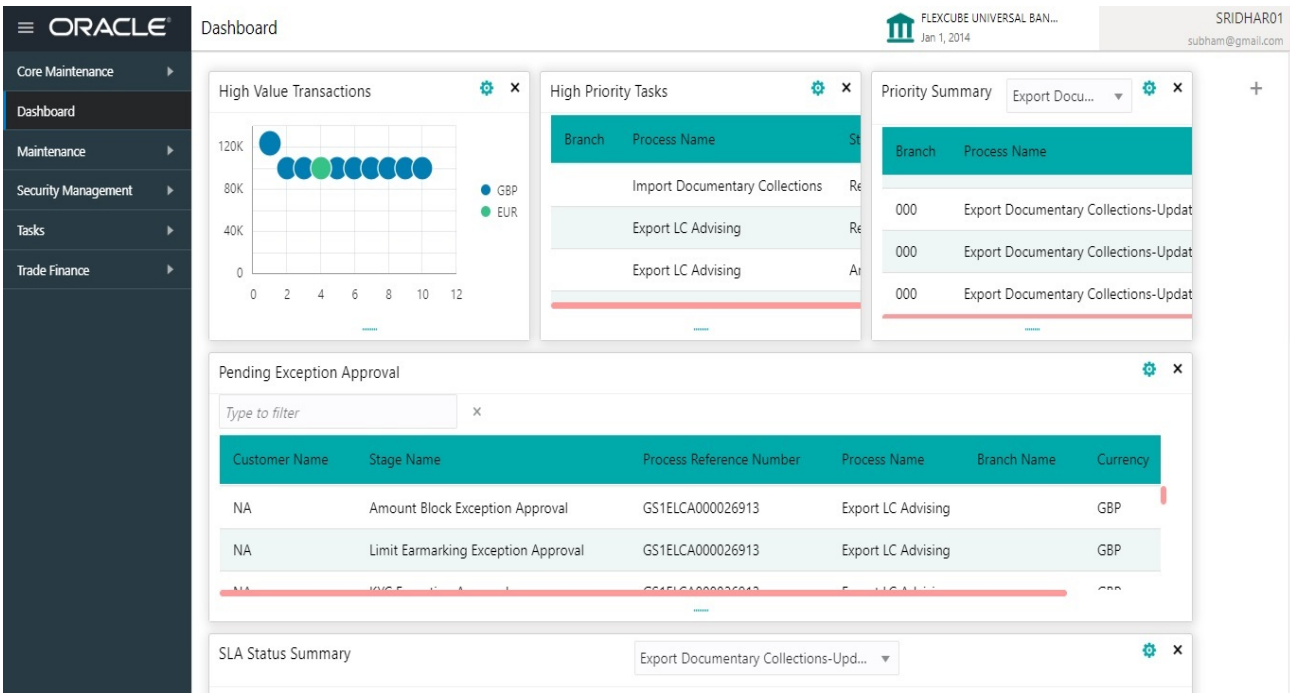
On successful completion of Registration of an Islamic Export Documentary Collection Return - Close, the request moves to Data Enrichment stage. As part of data enrichment, user enters Return/Close basic details of the incoming request.

Do the following steps to acquire a task currently at Scrutiny 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 profile.



### 3. Click Tasks > Free Tasks.

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
Acquire & Edit	Medium	Islamic Export Documentary Collection Return/...	PK2IEDC000071379	PK2IEDC000071379	DataEnrichment	22-03-17	PK2	001044	£1...
Acquire & Edit	Medium	Guarantee Cancellation	PK2GTEC000071378	PK2GTEC000071378	Approval Task Level 1	22-03-17	PK2	001044	£9...
Acquire & Edit	Medium	Guarantee Cancellation	PK2GTEA000071377	PK2GTEA000071377	DataEnrichment	22-03-17	PK2	001044	£9...
Acquire & Edit	Medium	Islamic Export Documentary Collection Liquidati...	PK2IEDL000071367	PK2IEDL000071367	Approval Task Level 1	22-03-17	PK2	000326	£9...
Acquire & Edit	Medium	Guarantee Cancellation	PK2GTEC000071375	PK2GTEC000071375	DataEnrichment	22-03-17	PK2	001044	£9...
Acquire & Edit	High	Guarantee Issuance	PK2GTEI000071374	PK2GTEI000071374	Registration	22-03-17	PK2	001044	£5...
Acquire & Edit	Medium	Guarantee Advise	PK2GTEA000071370	PK2GTEA000071370	Limit Earmark Exception App...	22-03-17	PK2	001044	£1...
Acquire & Edit	Medium	Guarantee Cancellation	PK2GTEC000071373	PK2GTEC000071373	Approval Task Level 1	22-03-17	PK2	001044	£9...
Acquire & Edit	Medium	Guarantee Cancellation	PK2GTEC000071372	PK2GTEC000071372	DataEnrichment	22-03-17	PK2	001044	£9...
Acquire & Edit	High	Guarantee Issuance	PK2GTEI000071371	PK2GTEI000071371	Registration	22-03-17	PK2	001044	£5...
Acquire & Edit	Medium	Guarantee Advise Amendment	PK2GTEA000071366	PK2GTEA000071366	Handoff RetryTask	22-03-17	PK2	001044	£2...
Acquire & Edit	Medium	Guarantee Issuance Closure	PK2GTEC000071368	PK2GTEC000071368	DataEnrichment	22-03-17	PK2	001044	£9...
Acquire & Edit	High	Guarantee Issuance	PK2GTEI000071369	PK2GTEI000071369	Registration	22-03-17	PK2	001044	£1...
Acquire & Edit	---	Guarantee Issuance Closure	PK2GTEC000071363	PK2GTEC000071363	Registration	22-03-17	PK2	001044	£9...

### 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.

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
Edit	Medium	Islamic Export Docume...	PK2IEDC000071379	PK2IEDC000071379	DataEnrichment	22-03-17	PK2	001044	
Edit	---	Import LC Issuance Isla...	PK2IIL000071365	PK2IIL000071365	Registration	22-03-17	PK2	000321	
Edit	---	Import LC Amendment L...	PK2IILM000071364	PK2IILM000071364	Registration	22-03-17	PK2	001044	
Edit	---	Import LC Amendment	PK2ILCA000071361	PK2ILCA000071361	Registration	22-03-17	PK2	001044	
Edit	---	Islamic Export Docume...	PK2IEDU000071336	PK2IEDU000071336	Registration	22-03-15	PK2	001044	
Edit	---	ExportLC Amendment B...	PK2IEAM000071262	PK2IEAM000071262	Registration	22-03-12	PK2	001204	
Edit	Medium	ExportLC Amendment B...	PK2IEAM000071261	PK2IEAM000071261	Approval Task Level 1	22-03-11	PK2	001204	
Edit	---	Islamic Import Docume...	PK2IIDU000071250	PK2IIDU000071250	Registration	22-03-11	PK2	001044	
Edit	Medium	Islamic Import Docume...	PK2IIDL000071247	PK2IIDL000071247	DataEnrichment	22-03-11	PK2	001044	
Edit	---	Import Documentary C...	PK2IDCL000071246	PK2IDCL000071246	Registration	22-03-11	PK2	000153	
Edit	Medium	Islamic Import Docume...	PK2IDC000071234	PK2IDC000071234	Approval Task Level 1	22-03-10	PK2	000325	
Edit	Medium	Import Documentary C...	PK2IDCR000071240	PK2IDCR000071240	DataEnrichment	22-03-11	PK2	000153	
Edit	Medium	Islamic Import Docume...	PK2IIDL000071228	PK2IIDL000071228	Approval Task Level 1	22-03-10	PK2	000325	

The Data Enrichment stage has the following hops for data capture:

- Main Details
- Return Details
- Additional Fields
- Advices
- Additional Details

- Settlement Details
- Summary

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

## Main Details

Main details section has two sub section as follows:

- Application Details
- Collection Details

## Application Details

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

Islamic Export Documentary Collection Return/Close  
DataEnrichment :: Application No:- PK2IEDC00071379

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main Details Application Details

Documentary Collection Number \* PK2EBCA211251002

Drawer \* 001044 GOODCARE PLC

Branch PK2-Oracle Banking Trade Finan...

Bill Amount \* GBP £10,000.00

Amount In Local Currency GBP £10,000.00

Process Reference Number PK2IEDC00071379

Customer Reference Number

Priority Medium

Submission Mode Desk

Return Date \* May 5, 2021

Version Number 2

Collection Details

Documents Received First

Tenor Type Usance

Product Code \* EBCA

Product Description OUTGOING CLEAN USANCE BILLS UNC

Operation Type ACC

Stage FINAL

Contract Reference Number PK2EBCA211251002

Drawee 001043 MARKS AND SP

Outstanding Bill Amount \* GBP £10,000.00

Collecting Bank

Collecting Bank Reference Number

Finance Amount GBP

Protest Date

Acceptance Date

Rebate Amount GBP

Customer Dispatch

Audit Reject Refer Hold Cancel Save & Close Back Next

## Collection Details

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

Collection Details

Documents Received First

Tenor Type Sight

Product Code \* ESNC

Product Description OUTGOING DOCUMENTARY SIGHT BIL

Operation Type COL

Stage FINAL

Contract Reference Number PK2ESNC211253003

Drawee 000321 Trade Indiv 1

Outstanding Bill Amount \* GBP £10,000.00

Collecting Bank

Collecting Bank Reference Number

Finance Amount GBP

Protest Date

Acceptance Date

Rebate Amount GBP

Customer Dispatch

Reject Refer Hold Cancel Save & Close Back Next



## Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>	
Overrides	Click to view the overrides accepted by the user.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – 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>• <b>Transaction Level Instructions</b> – 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 Collection	Enables user to view the details of the collection.	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	



Field	Description	Sample Values
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Next	<p>On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.</p>	

## Return Details

Return/Close details hop enables the user to provide details in the below mentioned section to process the return/close.

Islamic Export Documentary Collection Return/Close  
DataEnrichment :: Application No:- PK2IEDC000071379

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main Details  
Return Details  
Additional Fields  
Advices  
Additional Details  
Settlement Details  
Summary

Return Details  
Return Details

**Return Document**

Protested Bill of Exchange

Unaccepted Bill of Exchange

Other Documents

**Remarks**

**Document Details**

**Documents Disposal**

Documents Delivered to Drawee Free of Payment

Documents Returned to Remitting Bank

Documents Handed over to 3rd Party

**Remarks**

Audit Reject Refer Hold Cancel Save & Close Back Next

Field	Description	Sample Values
Protested Bill of Exchange	Check the protested bill of exchange check box, if returned.	
Remarks	User can provide any remarks, if required.	
Unaccepted Bill of Exchange	Check the unaccepted bill of exchange check box, if returned.	
Remarks	User can provide any remarks, if required.	
Other Documents	Check the other documents check box, if any other documents are returned.	
Remarks	User can provide any remarks, if required.	

## Documents Disposal

The user can check the relevant box indicating the instructions received from the remitting bank towards disposal of documents. The user can also input additional remarks/description about the document disposal.

Field	Description	Sample Values
Documents Delivered to Drawee Free of Payment	Check the documents delivered to drawee free of payment check box, if returned.	
Remarks	User can provide any remarks, if required.	
Documents Returned to Remitting Bank	Check the documents returned to remitting bank check box, if returned.	
Remarks	User can provide any remarks, if required.	

Field	Description	Sample Values
Documents Handed over to 3rd Party	Check the documents handed over to 3rd party check box, if returned.	
Remarks	User can provide any remarks, if required.	

## Additional Fields

Banks can configure these additional fields during implementation.

Islamic Export Documentary Collection Return/Close  
DataEnrichment :: Application No:- PK2IEDC000071379

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main Details Return Details Additional Fields Advices Additional Details Settlement Details Summary

Additional Fields  
No Additional fields configured!

Audit Reject Refer Hold Cancel Save & Close Back Next

Screen ( 3 / 7 )

## Advices

A DE user can check the advices data segment details of an Islamic Export Collection Return. Advices maintained in the back office will be defaulted in this tile format. Advices menu displays the advices from the back office as tiles. User can edit the fields in the tile, if required.

Islamic Export Documentary Collection Return/Close  
DataEnrichment :: Application No:- PK2IEDC000071379

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main Details Return Details Additional Fields Advices Additional Details Settlement Details Summary

Advices

<p>Advice : CLOSURE_ADVICE</p> <p>Advice Name : CLOSURE_ADVICE Advice Party : DRAWER Party Name : GOODCARE PLC Suppress : NO Advice</p>	<p>Advice : PAYMENT_MESS...</p> <p>Advice Name : PAYMENT_MESSAGE Advice Party : Party Name : Suppress : NO Advice</p>
---	---

Audit Reject Refer Hold Cancel Save & Close Back Next

Screen ( 4 / 7 )

## Additional Details

As part of DE user can verify and enter the basic additional details available in the Islamic Import Collection Return/Close.

Islamic Export Documentary Collection Return/Close  
DataEnrichment :: Application No:- PK2IEDC000011384

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main Details Return Details Additional Fields Advices **Additional Details** Settlement Details Summary

Additional Details

Charge Details Preview Message Payment Details FX Linkage

Charge : GBP 1100  
Commission :  
Tax : GBP 4  
Block Status :

Language :  
Preview Message : -

Allow Rollover :  
Auto Change from :  
Acceptance to Advance  
Liquidate using Collateral

Reference Number :  
Currency :  
Contract Amount :

Pre-Shipment Details

No data to display.

Reject Refer Hold Cancel Save & Close Back Next

## Charge Details

This section displays charge details.

Charge Details

Component	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
IBCOUR	GBP	£100.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
IBCOUR	GBP	£100.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
IBOPNCG	GBP	£300.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
IBOPNCG	GBP	£300.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
IBSWIFT	GBP	£150.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
IBSWIFT	GBP	£150.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017

Save & Close Close

Field	Description	Sample Values
Component	Charge Component type.	
Currency	Defaults the currency in which the charges have to be collected.	
Amount	An amount that is maintained under the product code gets defaulted in this field.	
Modified	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.	

Field	Description	Sample Values
Billing	<p>If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>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.</p> <p>The user can not select/de-select the check box if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	
Defer	<p>If charges have to be deferred and collected at any future step, this check box has to be selected.</p> <p>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.</p> <p>The user can select/de-select the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.</p>	
Waive	<p>If charges have to be waived, this check box has to be selected.</p> <p>Based on the customer maintenance, the charges should be marked for Billing or for Defer.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	
Charge Party	Charge party will be applicant by default. You can change the value to beneficiary	
Settlement Account	Details of the settlement account.	

This section displays the commission details:

Component	Rate	Modified	Currency	Amount	Modified	Defer	Waive	Charge Party	Settlement Account
No data to display.									

Page 1 (0 of 0 items) < 1 >

Save & Close Close

Field	Description	Sample Values
Component	This field displays the commission component.	

Field	Description	Sample Values
Rate	<p>Defaults from product.</p> <p>The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>	
Currency	<p>Defaults the currency in which the commission needs to be collected</p>	
Amount	<p>An amount that is maintained under the product code defaults in this field.</p> <p>The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPM.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>	
Modified Amount	<p>From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.</p>	
Billing	<p>If charges/commission is handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>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.</p> <p>The user can not select/de-select the check box if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	

Field	Description	Sample Values
Defer	<p>If check box is selected, charges/commissions has to be deferred and collected at any future step.</p> <p>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.</p> <p>The user can not select/de-select the check box if it is de-selected by default.</p>	
Waive	<p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary	
Settlement Account	Details of the Settlement Account.	

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

This section displays the tax details:

#### 4 Tax Details

Edit	Component	Currency	Amount	Billing	Defer	Settlement Account
<input checked="" type="checkbox"/>	BCTAX2	GBP		<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
<input checked="" type="checkbox"/>	BCTAX2	GBP		<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017

Save & Close Close

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

## Payment Details

PaymentDetails

Pre-shipment Credit Outstanding Amount

Reimbursement Date

Pre-shipment Credit Repayment Amount

Liquidate using Collateral

Reimbursement Claimed


Reimbursing Bank

---

Settlement Details - Liquidation

Component	Currency	Debit/Credit	Account	Account Description	Branch	Account Currency
AMT_PURCHASED	GBP	Debit	PK1000325025	NATIONAL FREIGHT CORP	PK1	GBP
AMT_PURCHASEDEQ	GBP	Credit	PK20010440017	GOODCARE PLC	PK2	GBP
BILL_LIQ_AMT	GBP	Debit	PK1000325025	NATIONAL FREIGHT CORP	PK1	GBP
RRI1110_AMTFO	GBP	Credit	PK20010440017	GOODCARE PLC	PK2	GBP

Save & Close
Close

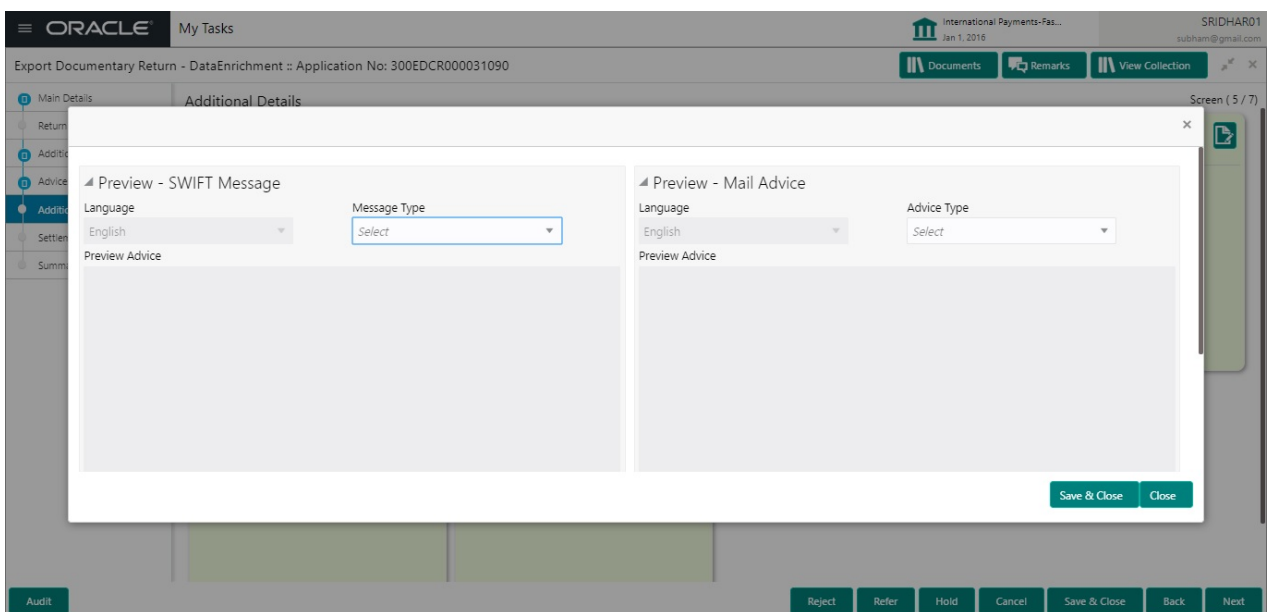
Field	Description	Sample Values
Pre-shipment Credit Outstanding Amount	<p>Read only field.</p> <p>Indicates the pre-shipment credit outstanding amount.</p>	
Pre-shipment Credit Repayment Amount	<p>Read only field.</p> <p>This field displays the pre-shipment credit repayment amount.</p>	
Reimbursement Claimed	<p>Read only field.</p> <p>If enabled displas the toggle if the reimbursement is already claimed.</p> <p>This field is applicable only if reimbursement is applicable and LC has reimbursement bank details.</p>	
Reimbursing Bank	<p>Read only field.</p> <p>Reimbursing bank details gets defaulted from the LC.</p> <div style="text-align: center; margin: 10px 0;">  <p><b>Note</b></p> </div> <p>If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".</p>	
Reimbursement Date	<p>This field will be enabled only if Reimbursement Claimed is 'Yes'.</p> <p>Enables user to capture the reimbursement date. If reimbursement date is later than the branch date, system will display an error.</p>	
Liquidate using Collateral	Switch On the toggle to liquidate using collateral.	
Settlement Details - Liquidation		



Field	Description	Sample Values
Component	Components gets defaulted based on the product selected.	
Currency	Application displays the default currency for the component.	
Debit/Credit	Application displays the debit/credit indicators for the components.	
Account	Application Displays the account details for the components.	
Account Description	Application displays the description of the selected account.	
Branch	Application displays the branch of the selected account.	
Account Currency	Application defaults the currency for all the items based on the account number.	

## Preview Message

User can view the draft message being displayed on the preview message text box.



## Pre-Shipment Details

If a Pre-Shipment Credit is already outstanding against this Export Collection, user must be able to repay the same from the settlement account of the Customer.



Provide the Liquidate Pre-Shipment Finance details based on the description in the following table:

Field	Description	Sample Values
CI Account Number	Provide the CI account number. Alternatively, user can search the CI account number in the LOV.	
Currency	Read only field Application defaults the currency of the Pre-Shipment Credit Number.	
Outstanding Amount	Application defaults the outstanding amount of the Pre-Shipment Credit Number.	
Action	Click the Edit icon to modify the Pre-Shipment Finance details. Click the Delete icon to delete the Pre-Shipment Finance details.	
<b>Settled Finance</b>		
Sequence Number	This field displays the sequence of the settled loan.	
CI Account Number	This field displays the pre-shipment Loan Account number.	
Currency	This field displays the currency of the pre-shipment loan account number.	
Outstanding Amount	This field displays the pre-shipment credit outstanding amount.	
Event	This field displays the event.	
Settled Amount	This field displays the settled amount.	

## FX Linkage

This section enables the user to link the de-link one or more FX contract(s) linked to the bill.

De-link the FX contracts detail based on the description in the following table:

FX Reference Number	Bought Currency	SOLD Currency	Available Contract Amount	Rate	Linked Amount	Current Utilized Amount	Total Utilized Amount	FX Expiry Date	Action
PK2FXF1200764510	EUR	GBP	US\$1,997.34	1.33	US\$1,997.34			16-Jul-2021	 

Page 1 of 1 (1 of 1 items) ⏪ 1 ⏩

Average FX Rate  
0

Save & Close Close

### FX Linkage ✕

**FX Reference Number \***

**Currency**

**Contract Amount**

**Available Contract Amount**

**Linkage Amount \***

**Rate**

**Amount in Contract Currency**

**FX Expiry Date**

**FX Delivery Period From**

**FX Delivery Period To**

Save & Close Close

Field	Description	Sample Values
FX Reference Number	<p>Select the FX contract reference number from the LOV.</p> <p>On select and save and close, system defaults the available amount, bot currency, sold currency and rate.</p> <p>Forward FX Linkage available for selection at bill would be as follows,</p> <ul style="list-style-type: none"> <li>Counterparty of the FX contract should be the counterparty of the Bill contract.</li> <li>Active Forward FX transactions authorized not marked for auto liquidation.</li> </ul> <p>Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.</p>	
Bought Currency	This field displays the currency from the linked FX contract.	

Field	Description	Sample Values
Sold Currency	This field displays the currency 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	This field displays the rate at which the contract is booked.	
Linked Amount	Sum of Linked amount will not be greater than LC contract amount.  Linked amount will not be greater than the available amount for linkage.	
Current Utilized amount	This field displays the liquidated /purchased / discounted /negotiated amount of BC contract. It cannot go beyond the linked FX amount.	
Total Utilized amount	This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version.	
Amount in Contract Currency	This field displays the amount in contract currency converted from FX currency.	
FX Expiry Date	This field displays the expiry date from the linked FX contract.	
FX Delivery Period - From	This field displays the date from which the contract is valid for utilization.	
FX Delivery Period - To	This field displays the date to which the contract is valid for utilization.	
Action	Click the Edit icon to modify the FX details.  Click the Delete icon to delete the FX 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	Click the Documents icon to View/Upload the required documents.	

Field	Description	Sample Values
Remarks	<p>Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>	
Overrides	Click to view the overrides accepted by the user.	
View Collection	Enables user to view the details of the collection.	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	

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.	

## Settlement Details

As part of DE user verifies and enter the basic additional details available in the Islamic Export Collection Return/Close. In case the request is received through online channel user will verify the details populated.

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

Islamic Export Documentary Collection Return/Close  
DataEnrichment :: Application No:- PK2IEDC000011384

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main Details Return Details Additional Fields Advices Settlement Details Summary

Settlement Details  
 Current Event

Screen ( 6 / 7 )

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AMT_PURCHASED	GBP	Debit	PK1000325025	NATIONAL FREIGHT CORP	GBP	No	No
AMT_PURCHASEDEQ	GBP	Credit	PK20010440017	GOODCARE PLC	GBP	No	No
BCTAX1_AMT	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No
BCTAX2_AMT	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No
BILL_LIQ_AMT	GBP	Debit	PK1000325025	NATIONAL FREIGHT CORP	GBP	No	No
BILL_LIQ_AMTEQ	GBP	Credit	PK20010440017	GOODCARE PLC	GBP	No	No
COLL_LIQ_AMT	GBP	Debit	PK1000325025	NATIONAL FREIGHT CORP	GBP	No	No
COLL_LIQ_AMTEQ	GBP	Credit	PK20010440017	GOODCARE PLC	GBP	No	No
EIB_DIS_IN_ADJ	GBP	Credit	PK20010440017	GOODCARE PLC	GBP	No	No
EIB_DIS_IN_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No

COLL\_LIQ\_AMT - Party Details

Transfer Type: None

Charge Details: [Dropdown]

Netting Indicator: No

Ordering Institution: [Search]

Senders Correspondent: [Search]

Receivers Correspondent: [Search]

Account With Institution: [Search]

Beneficiary Institution: [Search]

Ultimate Beneficiary: [Search]

Ordering Customer: AAEMNLZ1 ANTHOS ASSET

Intermediary Institution: [Search]

Intermediary Reimbursement Institution: [Search]

Payment Details

Sender To Receiver 1: [Text]

Sender To Receiver 2: [Text]

Sender To Receiver 3: [Text]

Sender To Receiver 4: [Text]

Sender To Receiver 5: [Text]

Sender To Receiver 6: [Text]

Remittance Information

Payment Detail 1: [Text]

Payment Detail 2: [Text]

Payment Detail 3: [Text]

Payment Detail 4: [Text]

Reject Refer Hold Cancel Save & Close Back Next

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	Application displays the default currency for the component.	
Debit/Credit	Application displays the debit/credit indicators for the components.	

Field	Description	Sample Values
Account	Application Displays the account details for the components.	
Account Description	Application displays the description of the selected account.	
Account Currency	Application defaults the currency for all the items based on the account number.	
Netting Indicator	Application displays the applicable netting indicator.	
Current Event	Application displays the current event as Y or N.	

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

### Party Details

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

Field	Description	Sample Values
Transfer Type	Select the transfer type from the drop list: <ul style="list-style-type: none"> <li>• Customer Transfer</li> <li>• Bank Transfer for own account</li> <li>• Direct Debit Advice</li> <li>• Managers Check</li> <li>• Customer Transfer with Cover</li> <li>• Bank Transfer</li> </ul>	
Charge Details	Select the charge details for the transactions: <ul style="list-style-type: none"> <li>• Beneficiary All Charges</li> <li>• Remitter Our Charges</li> <li>• Remitter All Charges</li> </ul>	
Netting Indicator	Select the netting indicator for the component: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>	
Ordering Customer	Select the ordering customer from the LOV.	
Ordering Institution	Select the ordering institution from the LOV.	
Senders Correspondent	Select the senders correspondent from the LOV.	
Receivers Correspondent	Select the receivers correspondent from the LOV.	
Intermediary Institution	Select the intermediary institution from the LOV.	
Account with Institution	Select the account with institution from the LOV.	
Beneficiary Institution	Select the beneficiary institution from the LOV.	

Field	Description	Sample Values
Ultimate Beneficiary	Select the ultimate beneficiary from the LOV.	
Intermediary Reimbursement Institution	Select the intermediary reimbursement institution from the LOV.	

### Payment Details

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

Field	Description	Sample Values
Sender to Receiver 1	Provide the sender to receiver message.	
Sender to Receiver 2	Provide the sender to receiver message.	
Sender to Receiver 3	Provide the sender to receiver message.	
Sender to Receiver 4	Provide the sender to receiver message.	
Sender to Receiver 5	Provide the sender to receiver message.	
Sender to Receiver 6	Provide the sender to receiver message.	

### Remittance Information

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

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

### Summary

User can review the summary of details updated in Data Enrichment stage of Export Collection Return request.



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 details about application details and Bill details.
- Return Details - User can view the return details.
- Party Details - User can view party details like applicant, collecting bank etc.
- Additional Fields - User can view the details of the additional fields.
- Advices - User can view the advices.
- Preview Messages - User can view the preview message.
- Payment Details - User can view the payment details.
- Limits and Collaterals - User can view limits and collateral details.
- Charges - User can view charge details.
- FX Linkage - User can view the details of FX Linkage.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated by back office system.

### Action Buttons

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

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	

Field	Description	Sample Values
View Collection	Enables user to view the details of the collection.	
Submit	<p>Task will move to next logical stage of Export Documentary Collection Return - Close.</p> <p>If mandatory fields have not been captured, system will display an error message highlighting that the mandatory fields have to be updated. In case of duplicate documents' system will terminate the process after handing off the details to back office.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	

## Multi Level Approval

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

### Authorization Re-Key (Non-Online Channel)

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

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

- Drawee Name
- Drawer Name
- Bill Currency
- Bill Amount

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

The screenshot displays the 'FuTura Bank' interface with a 'Free Tasks' section. A modal window titled 'Approval Rekey' is open, showing the following details:

- Applicant Party:** 000262 (Validated with a green checkmark)
- Application Date:** Feb 1, 2019 (Validated with a green checkmark)

The background table lists tasks with the following columns: Action, Priority, Application Number, Process Name, Stage, and Back Office Ref No. The table contains several rows of task data, including 'Import LC Liquidation', 'Export LC Advising', and 'Import LC Amendment'.

## Summary

Islamic Export Documentary Collection Return/Close  
Approval Task Level 1 :: Application No:- PK2IIDC000071234

Documents Remarks Overrides Customer Instruction Common Group Messages View Collection

Main	Availability	Payment	Documents and Conditions	Additional Fields
Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2021-05-05</b>	Available With : <b>FDSA</b> Available By : <b>PAYMENT</b> Port of Loading : Port of Discharge :	Period of Present. : Confirmation Instr. : <b>WITHOUT</b>	Document 1 : <b>AIRDOC</b> Document 2 : <b>BOL</b> Document 3 : <b>INSDOC</b> Document 4 : <b>INVDOC</b> Document 5 : <b>MARDOC</b>	Click here to view : Additional fields
Advices	Revolving Details	Commission, Charges and Taxes	Preview Messages	Settlement Details
Advice 1 : <b>TRANSFER_APP</b> Advice 2 : <b>TRANSFER_APP</b> Advice 3 : <b>TRANSFER_N</b> Advice 4 : <b>TRANSFER_N</b> Advice 5 : <b>TRANSFER_O</b>	Revolving : <b>N</b> Revolving In : Revolving Frequency :	Charge : <b>GBP300</b> Commission : Tax : Block Status : <b>Not Initia</b>	Language : <b>ENG</b> Preview Message : -	Component : <b>LIEKADV_LIQD</b> Account Number : <b>PK20010430</b> Currency : <b>GBP</b>
Accounting Details	Exception(Approval)	Compliance		
Event : Account Number : Branch :	AmountBlock : <b>EXCEPTION</b> PLEASE VISIT : - REMARKS FOR MORE DETAILS	KYC : <b>Not Initia</b> Sanctions : <b>Not Initia</b> AML : <b>Not Initia</b>		

Audit Reject Hold Refer Cancel Approve

### Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Return Details - User can view the return details.
- Party Details - User can view party details like applicant, collecting bank etc.
- Additional Fields - User can view the details of the additional fields.
- Advices - User can view the advices.
- Preview Messages - User can view the preview message.
- Settlement Details - User can view the settlement details.
- Pre-shipment - User can view the pre-shipment details.
- Payment Details - User can view the payment details.
- Limits and Collaterals - User can view limits and collateral details.
- Charges - User can view charge details.
- FX Linkage - User can view the details of FX Linkage.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

## Action Buttons

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

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

## Reject Approval

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

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

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

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

## Summary

The screen up to which data was captured before reject will be available for the user to view in the summary tile. Other fields will be blank when verified from summary tile.

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

- Main Details - User can view details about application details and document under collection.
- Party Details - User can view party details like applicant, Remitting Bank etc.
- Document Details - User can view document details.
- Shipment Details - User can view shipment details.
- Charges - User can view charge details.
- Maturity Details - User can view the maturity details.
- Message Preview - User can view the preview of the simulating message to the remitting bank.

## Action Buttons

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

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

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### References

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

- Getting Started User Guide
- Common Core User Guide

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