

Export LC Transfer Amendment - User Guide
Oracle Banking Trade Finance Process Management
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Oracle Banking Trade Finance Process Management - Export LC Transfer Amendment User Guide
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Oracle Banking Trade Finance Process Management

Welcome to the Oracle Banking Trade Finance Process Management (OBTFPM) User Guide. This guide provides an overview on the OBTFPM application and takes you through the various steps involved in creating and processing trade finance transactions.

This document will take you through following activities in OBTFPM:

- To create and handle trade finance transaction.
- Help users to conveniently create and process trade finance transaction

Overview

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

Benefits

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

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

Key Features

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

Export LC Transfer Amendment

Transfer LC Amendment takes place usually when there is an amendment in the Export LC.

Following are some of the scenarios where transfer LC amendment 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

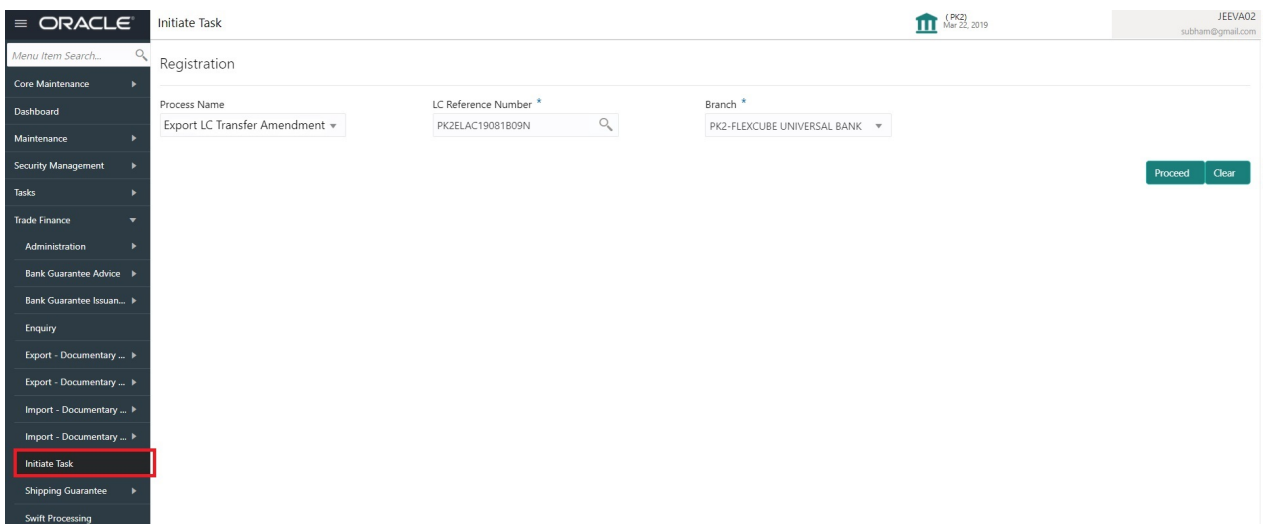
This section contains the following topics:

Common Initiation Stage	Registration
Scrutiny	Data Enrichment
Customer Response - Draft Confirmation	Multi Level Approval
Customer - Acknowledgement Format	Customer - Reject Format

Common Initiation Stage

The user can initiate the new export LC transfer amendment request from the common Initiate Task screen.

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



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

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

Field	Description
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.

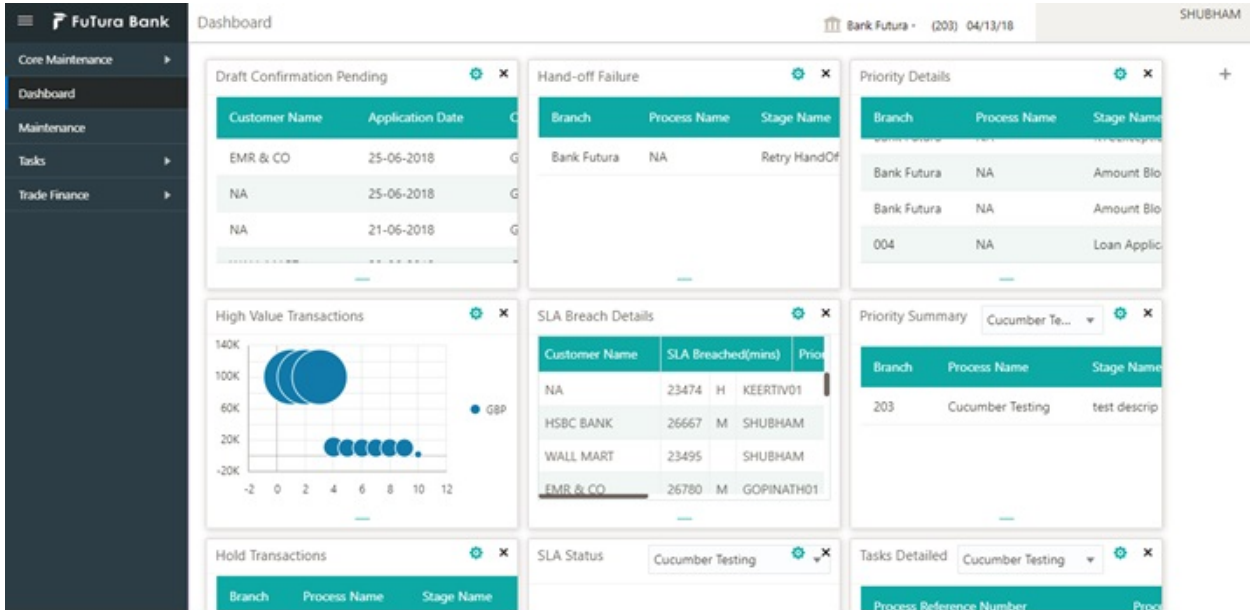
Registration

During the Registration stage, the user can register a request for an Export LC Transfer Amendment received at the front desk (as an application received physically/received by mail/fax).

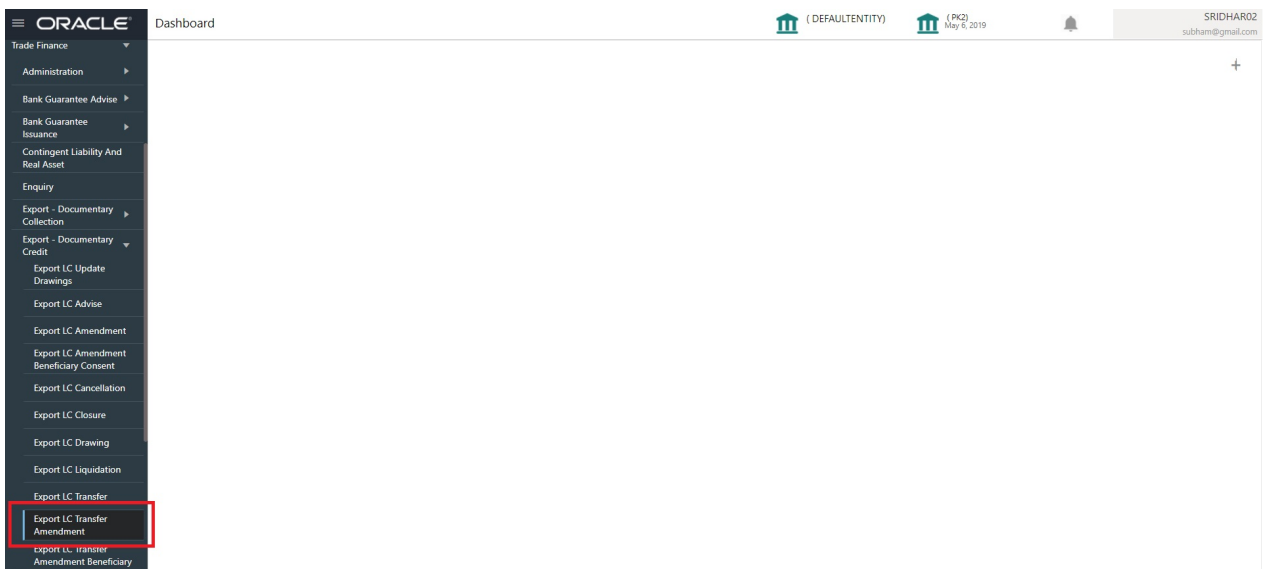
User can capture the basic details of the response, check the signature of the signatory from the advising bank and upload the related documents. On submit of the request, the customer should be notified with acknowledgment and the request should be available for an LC expert to handle in the next stage.

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

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



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



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

Application Details

Export LC Transfer Amendment
Documents
Remarks
Customer Instruction
Common Group Messages

Application Details

Transfer LC Reference Number *	First Beneficiary *	Branch	Amendment No
PK2ELAC211250013	001044 GOODCARE PLC	PK2-Oracle Banking Trade Finan...	2
Process Reference Number	Priority	Submission Mode	Amendment Date *
PK2ELCT000007110	Medium	Desk	May 5, 2021
Customer Reference Number			
PK2ELAC211250013			

View Transfer LC View Export LC

Transfer LC Details

LC Type	Product Code	Product Description	Advising Bank
Sight	ELAC	Import LC Usance Non Revolving	003762 CITIBANK ENC
40A - Form of Documentary Credit	31C - Date of Issue	40E - Applicable Rules	Date of Expiry *
IRREVOCABLE	May 5, 2021	UCPURR LATEST VERSION	Aug 3, 2021
31D - Place of Expiry	Second Beneficiary *	Available Amount *	Transfer Amount *
xcvv	000153 NATIONAL FR	GBP £0.00	GBP £40,000.00
39A - Percentage Credit Amount Tolerance	39C - Additional Amount Covered	Allow Substitution of Document	Beneficiary Consent
/		<input type="radio"/>	<input type="radio"/>

Hold Cancel Save & Close Submit

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. User has to select the particular LC that need to be amended. 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 Export LC.	EMR & CO
Branch	Read only field. Branch details will be auto-populated from LC details.	203-Bank Futura -Branch FZ1
Amendment No.	Read only field. System defaults the latest amendment number sequence for this Export LC. The amendment sequence number is simulated from the backend system. The System to default based on the logic < Last Amendment Number + 1>.	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

Field	Description	Sample Values
Submission Mode	By default the submission mode will have the value as 'Desk'. the user can change the submission mode. Desk - Request received through Desk FAX - Request received through FAX Email - Request received through Email Courier - Request received through Courier	Desk
Amendment Date	System defaults the branch's current date.	
Customer Reference Number	The user can enter the Customer Reference Number, if any.	

LC Details

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

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

Field	Description	Sample Values
LC Type	Read only field. LC Type of the underlying Export LC is displayed.	
Product Code	Read only field. Product Code of the underlying Export LC is displayed.	
Product Description	Read only field. Product Description of the underlying Export LC is displayed.	
Advising Bank	User can enter the details if applicable. System should validate whether the Advising Bank is RMA compliant, if not system should display an error message. (Advising Bank is not RMA Compliant). User can change the advising bank values or change the medium of communication from mail to SWIFT.	

Field	Description	Sample Values
40A - Form of Documentary Credit	User can select the type of LC (Documentary Credit) as per the requirement. Default LC type is Irrevocable.	
Date of Issue	This field displays the LC issuance date. Application will default the branch's current date in date of issue. User cannot change the defaulted date. Application will populate the Date of Issue field with branch date on approval if date of approval is later than date of Registration.	
Applicable Rules	This field displays the rules of the selected LC. User cannot update any changes.	
Date Of Expiry	Date of Expiry is defaulted from the underlying Export LC and user should be allowed to change the values. On change of values, relevant validations should happen. Date of Expiry of Transferred LC cannot be later than the Expiry Date of the underlying Export LC.	
Place of Expiry	This field displays the place of expiry of the selected LC. Place of Expiry is defaulted from the underlying Export LC and user should be allowed to change the values. On change of values, relevant validations should happen.	
Second Beneficiary	The user can select the beneficiary for Export LC Transfer Amendment. Click the look up icon to search the beneficiary based on Party ID/ Party Name. If beneficiary is not a customer of the bank, then choose WALKIN customer id and provide the beneficiary details. If beneficiary is a customer and KYC status is not valid, then system will display alert message.	
Available Amount	Read only field. This field should display the available amount along with currency for Transfer. It must be less than or equals to LC amount less amount transferred (if any).	
Transfer Amount	User can mention the Export LC transfer Amendment amount. Transfer amount cannot be more than value available in underlying Export LC. User cannot change the currency, it will be default from the underlying Export LC.	
Percentage Credit Amount Tolerance	This field displays the percentage credit amount tolerance details of the selected LC. Tolerance Amount to default from the underlying Export LC and user should not be allowed to change the values.	

Field	Description	Sample Values
Additional Amount Covered	User can provide additional amount included in Export LC.	
Allow Substitution of Document	If the field is selected, the bank is allowed to substitute the Export Documents received from Transferee with the documents from Beneficiary during Drawing.	
Beneficiary Consent	Toggle On: The user can enable the toggle if beneficiary consent is required. Toggle Off: The user can disable the toggle if beneficiary consent is not required.	

Miscellaneous

Export LC Transfer Amendment

Documents Remarks Customer Instruction Common Group Messages

Application Details

Transfer LC Reference Number * PK2ELAC211250013

First Beneficiary * 001044 GOODCARE PLC

Branch PK2-Oracle Banking Trade Finan...

Amendment No 2

Process Reference Number PK2ELCT000007110

Priority Medium

Submission Mode Desk

Amendment Date * May 5, 2021

Customer Reference Number PK2ELAC211250013

View Transfer LC View Export LC

Transfer LC Details

LC Type Sight

Product Code ELAC

Product Description Import LC Usance Non Revolving

Advising Bank 003762 CITIBANK ENC

40A - Form of Documentary Credit IRREVOCABLE

31C - Date of Issue May 5, 2021

40E - Applicable Rules UCPURR LATEST VERSION

Date of Expiry * Aug 3, 2021

31D - Place of Expiry xcvv

Second Beneficiary * 000153 NATIONAL FR

Available Amount * GBP £0.00

Transfer Amount * GBP £40,000.00

39A - Percentage Credit Amount Tolerance /

39C - Additional Amount Covered

Allow Substitution of Document

Beneficiary Consent

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Documents	User to upload the applicable documents. System displays the mandatory and optional documents. If mandatory documents are not uploaded, system should display an error on submit. The possible documents submitted under an Export LC Transfer Amendment request are:	
Remarks	Provide any additional information regarding the Beneficiary Consent. This information can be viewed by other users processing the request.	

Field	Description	Sample Values
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> • Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. 	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
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.	
Verify Signature	System displays the details of Authorized signatories. The pop up box should display the signature id, signature title and image of the signature for verification	
Action Buttons		
Submit	<p>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 Transfer Amendment.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Save & Close	<p>Save the information provided and holds the task for working later.</p> <p>This option will not submit the request.</p>	
Cancel	<p>Cancels the Export LC Transfer Amendment Registration stage inputs.</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 and appropriate remarks must be provided.</p>	

Scrutiny

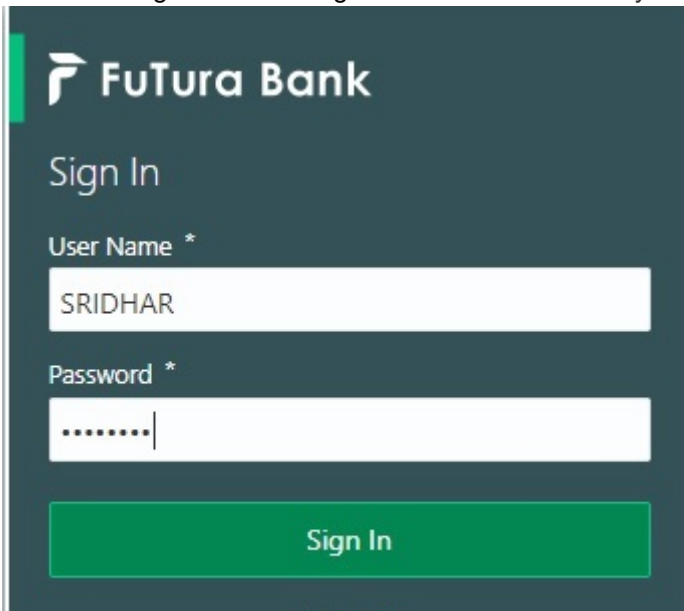
At Scrutiny stage, user can scrutinize the Export LC Transfer Amendment request. As part of Scrutiny, the user enters the basic details of the transfer Amendment request and can verify if the request can be processed further.

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

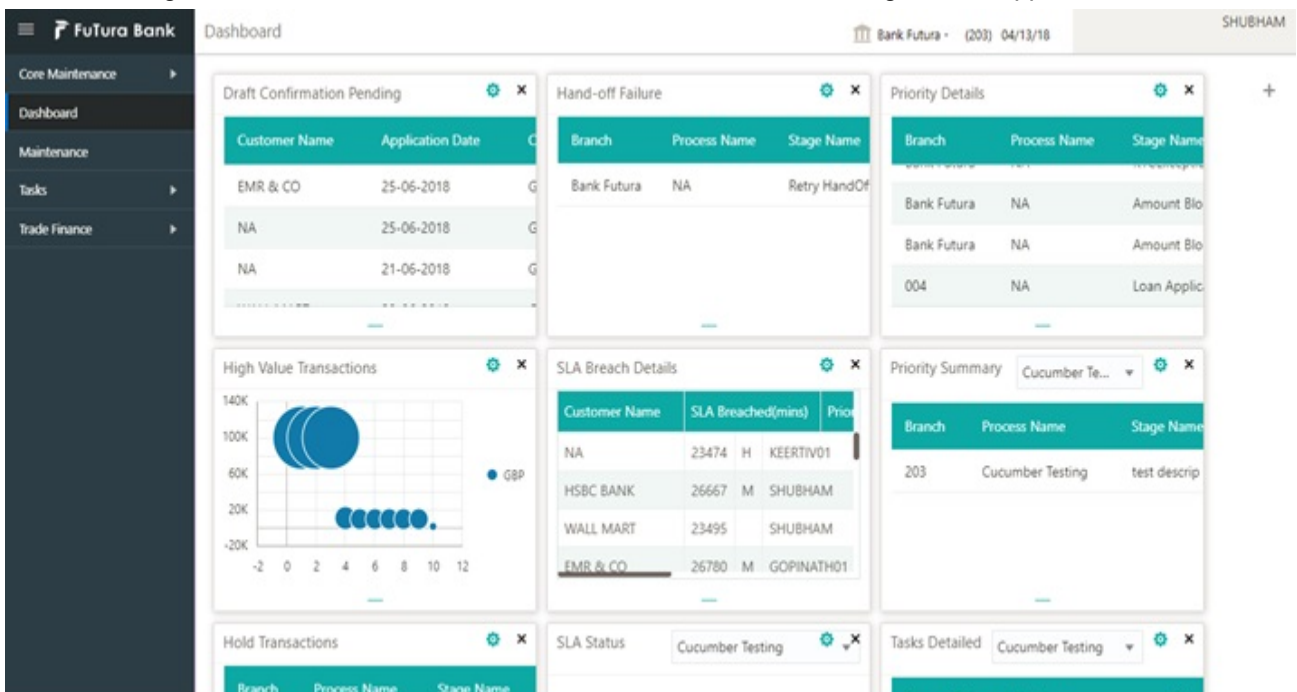
Online Channel - Requests that are received via online channels like trade portal, external system and SWIFT are available directly for further processing from Scrutiny stage and available data for all data segments from Application stage to Data Enrichment stage should be auto populated.

Do the following steps to acquire a task currently at Scrutiny stage:

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



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



3. Click Trade Finance> Tasks> Free Tasks.

Free Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & Edit	M	Export LC Transfer Amendment	PK2ELCT000056498	PK2ELCT000056498	Scrutiny	21-05-21	PK2	000156
Acquire & Edit		Import LC Issuance	PK2ILCI000056491	PK2ILCI000056491	Scrutiny	21-05-20	PK2	001044
Acquire & Edit		Guarantee Issuance	PK2GTEI000056489	PK2GTEI000056489	Scrutiny	21-05-20	PK2	001044
Acquire & Edit		Export Documentary Collection	PK2EDCB000056484	PK2EDCB000056484	DataEnrichment	21-05-20	PK2	001044
Acquire & Edit	M	Import LC Drawing	PK2ILCD000056451	PK2ILCD000056451	Handoff RetryTask	21-05-20	PK2	001044
Acquire & Edit	M	Import LC Drawing	PK2ILCD000056482	PK2ILCD000056482	Scrutiny	21-05-20	PK2	001044
Acquire & Edit		Import LC Drawing	PK2ILCD000056474	PK2ILCD000056474	Registration	21-05-20	PK2	006466
Acquire & Edit		Import LC Drawing	PK2ILCD000056473	PK2ILCD000056473	Registration	21-05-20	PK2	006466
Acquire & Edit		Import LC Drawing	PK2ILCD000056472	PK2ILCD000056472	Registration	21-05-20	PK2	001044
Acquire & Edit		Import LC Drawing	PK2ILCD000056471	PK2ILCD000056471	Registration	21-05-20	PK2	006466
Acquire & Edit	M	Export Documentary Collection	PK2EDCU000056470	PK2EDCU000056470	DataEnrichment	21-05-20	PK2	001044
Acquire & Edit	M	Export Documentary Collection	PK2EDCB000056465	PK2EDCB000056465	Handoff RetryTask	21-05-20	PK2	001044
Acquire & Edit	M	Export Documentary Collection	PK2EDCU000056462	PK2EDCU000056462	DataEnrichment	21-05-20	PK2	001044
Acquire & Edit	M	Import LC Drawing	PK2ILCD000056430	PK2ILCD000056430	Approved Task Level 1	21-05-20	PK2	001044

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

Free Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & Edit	M	Export LC Transfer Amendment	PK2ELCT000056498	PK2ELCT000056498	Scrutiny	21-05-21	PK2	000156
Acquire & Edit		Import LC Issuance	PK2ILCI000056491	PK2ILCI000056491	Scrutiny	21-05-20	PK2	001044
Acquire & Edit		Guarantee Issuance	PK2GTEI000056489	PK2GTEI000056489	Scrutiny	21-05-20	PK2	001044
Acquire & Edit		Export Documentary Collection	PK2EDCB000056484	PK2EDCB000056484	DataEnrichment	21-05-20	PK2	001044
Acquire & Edit	M	Import LC Drawing	PK2ILCD000056451	PK2ILCD000056451	Handoff RetryTask	21-05-20	PK2	001044
Acquire & Edit	M	Import LC Drawing	PK2ILCD000056482	PK2ILCD000056482	Scrutiny	21-05-20	PK2	001044
Acquire & Edit		Import LC Drawing	PK2ILCD000056474	PK2ILCD000056474	Registration	21-05-20	PK2	006466
Acquire & Edit		Import LC Drawing	PK2ILCD000056473	PK2ILCD000056473	Registration	21-05-20	PK2	001044
Acquire & Edit		Import LC Drawing	PK2ILCD000056472	PK2ILCD000056472	Registration	21-05-20	PK2	006466
Acquire & Edit		Import LC Drawing	PK2ILCD000056471	PK2ILCD000056471	Registration	21-05-20	PK2	001044
Acquire & Edit	M	Export Documentary Collection	PK2EDCU000056470	PK2EDCU000056470	DataEnrichment	21-05-20	PK2	001044
Acquire & Edit	M	Export Documentary Collection	PK2EDCB000056465	PK2EDCB000056465	Handoff RetryTask	21-05-20	PK2	001044
Acquire & Edit	M	Export Documentary Collection	PK2EDCU000056462	PK2EDCU000056462	DataEnrichment	21-05-20	PK2	001044
Acquire & Edit	M	Import LC Drawing	PK2ILCD000056430	PK2ILCD000056430	Approved Task Level 1	21-05-20	PK2	001044

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

My Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Edit	M	Export LC Transfer Amendment	PK2ELCT000056498	PK2ELCT000056498	Scrutiny	21-05-21	PK2	000156
Edit	M	Guarantee SBLC Advised-Claim U...	PK2GADC000056493	PK2GADC000056493	DataEnrichment	21-05-20	PK2	001044
Edit	M	Guarantee SBLC Advised-Claim U...	PK2GADC000056467	PK2GADC000056467	AmountBlock Exception App...	21-05-20	PK2	001044
Edit	M	Guarantee SBLC Advised-Claim S...	PK2GADC000056436	PK2GADC000056436	AmountBlock Exception App...	21-05-20	PK2	001044
Edit	M	Guarantee SBLC Advised-Claim U...	PK2GADC000055972	PK2GADC000055972	DataEnrichment	21-05-11	PK2	001044
Edit		Guarantee SBLC Advised-Claim U...	PK2GADC000055971	PK2GADC000055971	Registration	21-05-11	PK2	001044
Edit		Guarantee SBLC Advised-Claim U...	PK2GADC000055970	PK2GADC000055970	Registration	21-05-11	PK2	001044
Edit		Guarantee SBLC Advised-Claim U...	PK2GADC000055969	PK2GADC000055969	Registration	21-05-11	PK2	001044
Edit		Guarantee SBLC Advised-Claim U...	PK2GADC000055968	PK2GADC000055968	Registration	21-05-11	PK2	001044
Edit	M	Guarantee SBLC Advised-Claim U...	PK2GADC000055966	PK2GADC000055966	DataEnrichment	21-05-10	PK2	001044
Edit	M	Guarantee SBLC Issuance -Claim S...	PK2GISC000055789	PK2GISC000055789	DataEnrichment	21-05-07	PK2	001044
Edit	M	Guarantee SBLC Issuance-Claim U...	PK2GISC000054457	PK2GISC000054457	DataEnrichment	21-04-27	PK2	001044
Edit		Import LC Drawing Update	PK2ILCU000051310	PK2ILCU000051310	Registration	21-04-12	PK2	001044
Edit		Import LC Drawing	PK2ILCD000051303	PK2ILCD000051303	Registration	21-04-12	PK2	001044

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The Scrutiny stage has three sections as follows:

- Main Details
- Availability Shipment
- Payment Details

- Amendment Details
- Additional Fields
- Additional Details
- Summary

Let's look at the details for Scrutiny 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
- Transfer LC Details

Application Details

This section provides a quick snapshot of details of LC. User can enter the details in the following fields. Some of the fields that are already having value from registration/online channels will not be editable.

Export LC Transfer Amendment - Scrutiny :: Application No: PK2ELCT000007110

Overrides Customer Instruction Common Group Messages

Main

Application Details

Transfer LC Reference Number * PK2ELAC211250013

First Beneficiary * 001044 GOODCARE PLC

Branch PK2-Oracle Banking Trade Finan...

Amendment No 2

Process Reference Number PK2ELCT000007110

Priority Medium

Submission Mode Desk

Amendment Date * May 5, 2021

Customer Reference Number PK2ELAC211250013

Transfer LC Details

LC Type Sight

Product Code ELAC

Product Description Import LC Usance Non Revolving

Advising Bank 003762 CITIBANK ENC

40A - Form of Documentary Credit IRREVOCABLE

31C - Date of Issue May 5, 2021

40E - Applicable Rules UCPURR LATEST VERSION

Date of Expiry * Aug 3, 2021

31D - Place of Expiry xcvvv

Second Beneficiary * 000153 NATIONAL FR

Available Amount * GBP £0.00

Transfer Amount * GBP £40,000.00

39A - Percentage Credit Amount Tolerance /

39C - Additional Amount Covered

Allow Substitution of Document

Beneficiary Consent

Audit

Reject Refer Hold Cancel Save & Close Back Next

Field	Description	Sample Values
Transfer LC Reference Number	Read only System displays the Export LC Reference Number to be transferred.	
First Beneficiary	Read only - System displays the name of the first beneficiary.	EMR & CO
Branch	Read only field. Branch details will be auto-populated from LC details.	203-Bank Futura -Branch FZ1
Amendment No.	Read only field. System will display amendment number sequence for this Letter of Credit.	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	Read only - System should display the Export LC Reference Number to be transferred.	High
Submission Mode	Read only System should display the submission mode selected.	Desk
Amendment Date	Read only System should display the LC Amendment Date	
Customer Reference Number	The user can enter the Customer Reference Number, if any.	

Transfer LC Details

Registration user can capture the amendments made to the LC in this section.

Transfer LC Details

LC Type Sight	Product Code ELAC	Product Description Import LC Usance Non Revolving	Advising Bank 003762 CITIBANK ENC
40A - Form of Documentary Credit IRREVOCABLE	31C - Date of Issue May 5, 2021	40E - Applicable Rules UCPURR LATEST VERSION	Date of Expiry* Aug 3, 2021
31D - Place of Expiry xcvv	Second Beneficiary* 000153 NATIONAL FR	Available Amount* GBP £0.00	Transfer Amount* GBP £40,000.00
39A - Percentage Credit Amount Tolerance /	39C - Additional Amount Covered	Allow Substitution of Document <input type="radio"/>	Beneficiary Consent <input type="radio"/>

Reject Refer Hold Cancel Save & Close Back Next

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

Field	Description	Sample Values
LC Type	Read only field. System displays the selected LC Type from LOV	
Product Code	Read only field. Product Code of the underlying Export LC is displayed.	
Product Description	Read only field. Product Description of the underlying Export LC is displayed.	
Advising Bank	User can enter the details if applicable. System should validate whether the Advising Bank is RMA compliant, if not system should display an error message. (Advising Bank is not RMA Compliant). User can change the advising bank values or change the medium of communication from mail to SWIFT.	
40A - Form of Documentary Credit	User can select the type of LC (Documentary Credit) as per the requirement. Default LC type is Irrevocable.	
Date of Issue	Read only field. This field displays the LC issuance date. Application will default the branch's current date in date of issue.	
Applicable Rules	User can select the applicable rules for the LC. Default rule as UCP Latest Version.	

Field	Description	Sample Values
Date Of Expiry	Date of Expiry is defaulted from the underlying Export LC and user should be allowed to change the values. On change of values, relevant validations should happen. Date of Expiry of Transferred LC cannot be later than the Expiry Date of the underlying Export LC.	
Place of Expiry	Place of Expiry is defaulted from the underlying Export LC and user should be allowed to change the values. On change of values, relevant validations should happen.	
Second Beneficiary	This field displays the Second Beneficiary name selected for Export LC Transfer Amendment.	
Available Amount	Read only field. This field displays the available amount along with currency for Transfer. It must be less than or equals to LC amount less amount transferred (if any).	
Transfer Amount	System should display the Export LC transfer amount.	
Percentage Credit Amount Tolerance	Tolerance Amount to default from the underlying Export LC and user should not be allowed to change the values.	
Additional Amount Covered	User can provide additional amount included in Export LC.	
Allow Substitution of Document	Read only field. If the field is selected, the bank is allowed to substitute the Export Documents received from Transferee with the documents from Beneficiary.	
Beneficiary Consent	Toggle On: The user can enable the toggle if beneficiary consent is required. Toggle Off: The user can disable the toggle if beneficiary consent is not required.	

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"> ● Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. ● Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. 	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
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"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task for working later. This option will not submit the request.	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> • 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.	

Availability ans Shipment Details



In this section user can input the Availability Shipment details for Export LC Transfer Amendment. In case the request is received through online channel, the user can verify the details populated.

Non Online Channel - Export LC Transfer Amendment request that are received at the desk will move to scrutiny stage post successful Registration. The transaction will have the details entered during the Registration stage.

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

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

Field	Description	Sample Values
Available With	<p>This field identifies the bank with which the credit is available.</p> <p>Online Channel - Read only</p> <p>Non Online Channel - It is an input field and user can enter the details.</p> <ul style="list-style-type: none"> If the LC is restricted to any particular bank,, search the bank with SWIFT code (BIC) or Bank Name. <div data-bbox="574 1422 1157 1601" style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;"> <p>Available With ✕</p> <p>BIC <input type="text"/> Bank Name <input type="text"/></p> <p>Fetch</p> <p>BIC <input type="text"/> Bank Name <input type="text"/></p> <p>No data to display.</p> <p>Page 1 (0 of 0 items) < 1 ></p> </div> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address gets defaulted.</p> <ul style="list-style-type: none"> If the LC is not restricted to any bank, provide free text - (YOURSELVES, WITH ANY BANK etc.). 	

Field	Description	Sample Values
Available By	<p>This field displays the value of 'Available By' as per the issued LC. Online Channel - Read only</p> <p>Non Online Channel - It is an input field and user can enter the details.</p> <p>Choose one of the following values from drop down, if required.</p> <ul style="list-style-type: none"> • BY NEGOTIATION • BY PAYMENT <p> Note</p> <p>If By payment is selected, payment at sight is applicable.</p>	
Drafts At	<p>This field displays the details of tenor of drafts to be drawn under the documentary credit .</p>	
Drawee	<p>This field displays the Drawee value as per the issued LC.</p> <p>This field will have value only if 'Drafts at' field has values.</p> <p>Select the Drawee bank (Advising bank or Confirming bank).</p> <ul style="list-style-type: none"> • Search the bank with SWIFT code (BIC) or Bank Name. <div data-bbox="582 1169 1161 1417" style="border: 1px solid #ccc; padding: 5px;"> <p>Drawee ×</p> <p>Bic Code <input type="text"/> Bank Name <input type="text"/></p> <p><input type="button" value="Fetch"/></p> <p>Bic Code <input type="text"/> Bank Name <input type="text"/></p> <p>No data to display.</p> <p>Page <input type="text" value="1"/> of 0 (1 - 0 of 0 items) K < > X</p> </div> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p> <p> Note</p> <p>This field is mandatory if value is provided at Drafts At field.</p>	
Tenor	<p>This field displays the value of Tenor as per the issued LC and can be amended if required.</p>	

Shipment Details

The screenshot shows the Oracle 'Shipment Details' form. The 'Shipment Details' section is highlighted with a red box. It contains the following fields:

- 43P-Partial Shipments: ALLOWED
- 43T-Transshipment: ALLOWED
- 44A-Place of Taking in Charge: INR
- 44E-Port of Loading: CNR
- 44F-Port of Discharge: FNR
- 44B-Place of Final Destination: NMR
- 44C-Latest Date of Shipment: [Calendar icon]
- 44D-Shipments Period: 5



Below the highlighted section is the '45A Description of Goods and/or Services' section, which includes a table with the following data:

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Available Units	Number of Units	Price per Unit	Total Amount	Action
COTTON	G	cotton							[Edit] [Delete]

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

Field	Description	Sample Values
Partial Shipments	<p>This field specifies whether or not partial shipments are allowed under the documentary credit. Details should be defaulted from the underlying Transfer LC. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p> <p>Select the appropriate value from the drop down. Available values are:</p> <ul style="list-style-type: none"> ● ALLOWED ● CONDITIONAL ● NOT ALLOWED 	
Transshipment	<p>This field specifies whether or not transshipment is allowed under the documentary credit. Details should be defaulted from the underlying Transfer LC. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p> <p>Select the appropriate value from the drop down. Available values are:</p> <ul style="list-style-type: none"> ● ALLOWED ● CONDITIONAL ● NOT ALLOWED 	

Field	Description	Sample Values
Place Of Taking In Charge	<p>This field specifies the place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment to be indicated on the transport document.</p> <p>Details should be defaulted from the underlying Transfer LC. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p>	
Port Of Loading	<p>This field specifies the port of discharge or airport of destination to be indicated on the transport document.</p> <p>Details should be defaulted from the underlying Transfer LC. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p>	
Port Of Discharge	<p>This field specifies the port of discharge or airport of destination to be indicated on the transport document.</p> <p>Details should be defaulted from the underlying Transfer LC. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p>	
Place Of Final Destination	<p>This field specifies the final destination or place of delivery to be indicated on the transport document.</p> <p>Details should be defaulted from the underlying Transfer LC. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p>	

Field	Description	Sample Values
Latest Date Of Shipment	<p>Provide the latest date for loading on board/ dispatch/taking in charge.</p>  <p>NoteNote: This field is alternate to Shipment Period. Latest date of shipment or shipment period must have value and in case value is missing, application will display an error message.</p> <p>Latest shipment date should be on or before expiry date and should not be before the branch date. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p>	
Shipment Period	<p>Online Channel – Read- only Non Online Channel - Provide the details of Shipment.</p>  <p>Note: This field is alternate to Latest Date of Shipment. Latest date of shipment or shipment period must have value and in case value is missing, application will display an error message. This field can be amended only when this field is amended in the underlying Export LC. This has to be operationally controlled.</p>	

Description Of Goods And Or Services

The screenshot shows the Oracle Financials interface for 'Export LC Transfer Amendment - Scrutiny'. The 'Availability Shipment' section is active. The '45A Description of Goods and/or Services' section is highlighted with a red border. It contains the following fields and a table:

- INCO Terms: CIF
- INCO Terms Description: Cost, Insurance and Freight (named de)

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Available Units	Number of Units	Price per Unit	Total Amount	Action
COTTON	G	cotton							

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

Field	Description	Sample Values
INCO Terms	Details should be defaulted from the underlying LC.	
INCO Description	Respective INCO term Description will be defaulted as per the INCO Terms code..	
+ Icon	Click + icon to add goods details.	
- Icon	Click - icon to remove goods details.	
Goods Code	Goods Details is defaulted from the underlying LC and user can change the values. Click look up icon to select the goods code. Once you select goods code, value will populate in Goods Type and Goods Description.	
Goods Type	The goods type is defaulted from the underlying LC and user can change the values.	
Goods Description	The goods description is defaulted from the underlying Transfer LC and user can change the values.	
No of Units	The system displays the original number of units from the underlying Transfer LC.	
Price per Unit	The system displays the original price per unit from the underlying Transfer LC.	
Available Units	The system should display the available units of the goods. User should not be allowed to update this.	

Field	Description	Sample Values
No of Units	Specify the number of units. The system should display an error message if the value for units transferred is more than the units available.	
Price per Unit	Specify the price per unit is not more than the original price per unit.	
Total Amount	System to calculate the total price In case of online request, the system should populate the total amount from incoming request. System should validate that the total amount is equal to the value of the transaction (LC/ Collection).	

Action 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.	
Refer	On click of Refer, user must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Save & Close	Save the information provided and holds the task for working later. This option will not submit the request.	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	
Back	<p>Click of Back to move the task to the previous segment.</p>	

Payment Details


In this section, user can input the Payment details for an Export LC Transfer Amendment.






The screenshot shows the Oracle Payment Details form for an Export LC Transfer Amendment. The form is titled "Payment Details" and is part of the "Export LC Transfer Amendment - Scrutiny" application. The application number is PK2ELCT000056526. The form is divided into several sections:


- Payment Details:**
 - 49G-Special Payment conditions for beneficiary
 - 49H-Special Payment conditions for receiving bank
 - 48-Period for Presentation: 21
 - 49-Confirmation Instructions: WITHOUT
 - Confirmation %: 0
 - Confirmation Amount: GBP £0.00
 - 58A - Requested Confirmation Party
 - 53A - Reimbursing Bank
 - 57A-Advise Through Bank
 - 78-Instructions to P/A/N Bank
 - 71 D Charges
 - 71N - Amendment charges payable by
- Information to Issuing Bank:**
 - 72-Sender to Receiver Information
 - 79 Z Narrative
 - Issuing Bank Account No
 - Charges to be Claimed
 - 71 D Charges
 - Issuing Bank Date
 - 57a - Account with Bank
- Information to Advise Through Bank:**
 - 72-Sender to Receiver Information

The form includes a navigation menu on the left with options like Main, Availability Shipment, Payment Details, Amendment Details, Additional Fields, Additional Details, and Summary. At the bottom, there are buttons for Audit, Reject, Refer, Hold, Cancel, Save & Close, Back, and Next.

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

Field	Description	Sample Values
Special Payment Conditions for Beneficiary	Online and Non online Channels - If any special payment condition has to be provided to beneficiary, the details for the same must be captured in this field.	
Special Payment Conditions for receiving Bank	Online and Non online Channels - If any special payment condition has to be provided to receiving bank, the details for the same must be captured in this field. This field specifies special payment conditions applicable to the receiving bank without disclosure to the beneficiary, for example, post-financing request/ conditions for receiving bank only.	
Period for Presentation	Online Channel - Read only. Non Online Channel – If the period of presentation is based on any event other than shipment, then you can capture the event name in text along with the number of days in number.	
Confirmation Instructions	Online Channel - Read only. Non Online Channel – Select the confirmation instruction for the LC from the available LOV values – CONFIRM, MAY ADD, WITHOUT. Applicable only if field 49 - confirmation instruction is 'confirm' or 'may add'. You can search through LOV, Party type with banks should only be displayed in LOV. The system must display the following: a) SWIFT code (if available), b) Name and address of the bank On selection of the record, if SWIFT code is available then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.	
Partial Confirmation Allowed	Toggle On: Set the toggle 'On' to enable partial confirmation. Toggle Off: Set the toggle 'Off' to disable partial confirmation.  Note This field is applicable only if Confirmation Instructions is set to Confirm .	

Field	Description	Sample Values
Confirmation%	<p>Provide the confirmation percentage.</p> <p> Note This field is applicable only if Confirmation Instructions is set to Confirm and Partial Confirmation Toggle is 'On'.</p> <p> Note This field is alternate to 'Confirmation Amount'.</p>	
Confirmation Amount	<p>Provide the confirmation percentage.</p> <p> Note This field is applicable only if Confirmation Instructions is set to Confirm and Partial Confirmation Toggle is 'On'.</p> <p> Note This field is alternate to 'Confirmation Amount'.</p>	
To be Confirmed by Advising Bank	<p>Toggle On: Set the toggle on to confirm by advising bank.</p> <p>Toggle Off: Set the toggle off for not to be confirmed by advising bank.</p>	
Requested Confirmation Party	<p>Online and Non Online Channels - Provide requested confirmation party details. If the Requested Confirmation Party has the value as "Others" then appropriate value must be selected from the LOV.</p> <p> Note This field is applicable only for LC Type - Confirmed or May Add.</p>	

Field	Description	Sample Values
Reimbursing Bank	<p>If reimbursing bank is applicable user must update the field.</p> <p>Online Channel - Update the details received.</p> <p>Non Online Channel - Search through LOV. Party type with banks will be displayed in LOV.</p> <ul style="list-style-type: none"> • SWIFT code (if available), • Name and address of the bank <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p>	
Advise Through Bank	<p>Online Channel – User can update the details received.</p> <p>Non-Online Channel -</p> <p>Search through LOV. Party type with banks must be displayed in LOV.</p> <ul style="list-style-type: none"> • SWIFT code (if available) • Name and address of the bank <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p> <div style="text-align: center;">  <p>Note</p> <p>In case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".</p> </div>	
Instructions to P/A/N Bank	<p>Online Channel - User can update details received.</p> <p>Non Online Channel - Provide the details in this field.</p>	
Sender to Receiver Information	<p>Online Channel - User can update details received.</p> <p>Non Online Channel - Provide details (FFT).</p>	
Charges	<p>Online Channel - User can update details received.</p> <p>Non Online Channel - Provide details (FFT).</p>	

Field	Description	Sample Values
Amendment Charges payable by	Select the party to pay the amendment charges: <ul style="list-style-type: none"> • Applicant • Beneficiary • Others 	

Information to Issuing Bank

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

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

Information to Advise Through Bank

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

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

Action Buttons

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

Field	Description	Sample Values
Documents	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.	
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"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Save & Close	<p>Save the information provided and holds the task for working later.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</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"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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.	
Back	Click of Back to move the task to the previous segment.	

Amendment Details

This section lists the amendments made to the LC. The user can verify the fields that have been amended. The user can see a snapshot of the amended fields with the old values and the amended value of the LC.

As part of scrutiny, user should be able to view all the field tags that have been amended. Corresponding to the field the latest Transfer LC value before amendment and the new amended value should be displayed.

Action Buttons

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

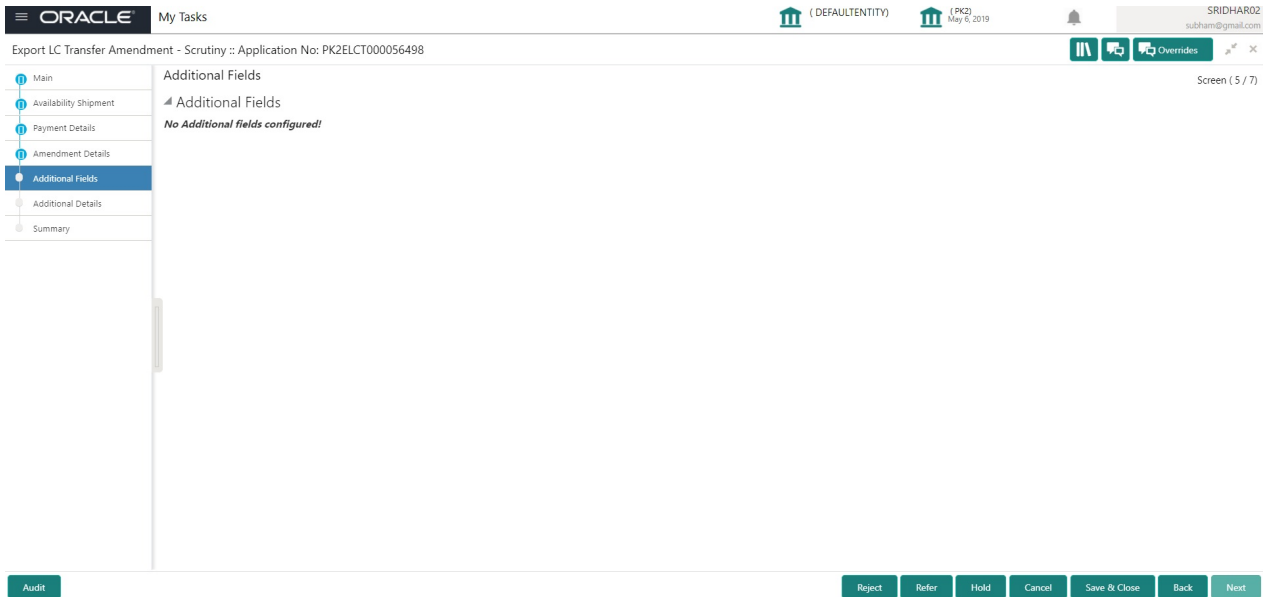
Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in for working later. This option will not submit the request.	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> • 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.	
Back	Click of Back to move the task to the previous segment.	

Additional Fields

In this section, the user can input in the additional fields implemented by the bank for Export LC Transfer Amendment.

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



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.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Save & Close	Save the information provided and holds the task for working later. This option will not submit the request.	
Cancel	Cancel the Scrutiny stage inputs.	

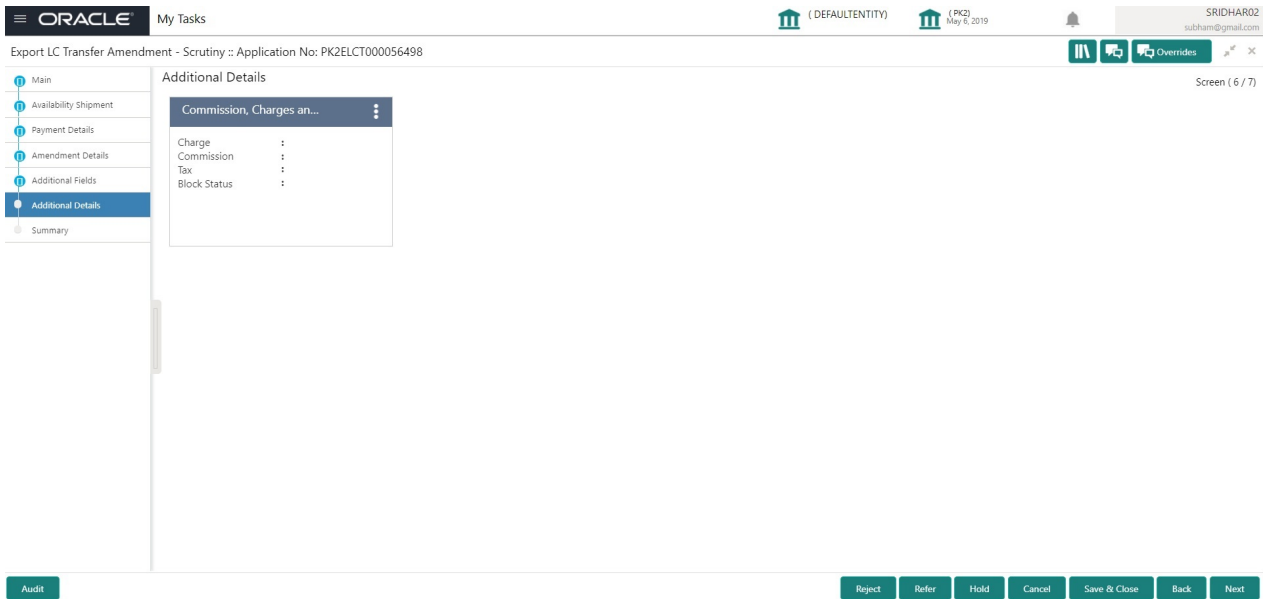
Field	Description	Sample Values
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> • 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.	
Back	Click of Back to move the task to the previous segment.	

Additional Details

In the Additional Details section, the user can verify/input/update the additional details Data Segment of the Export LC Transfer Amendment.

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.

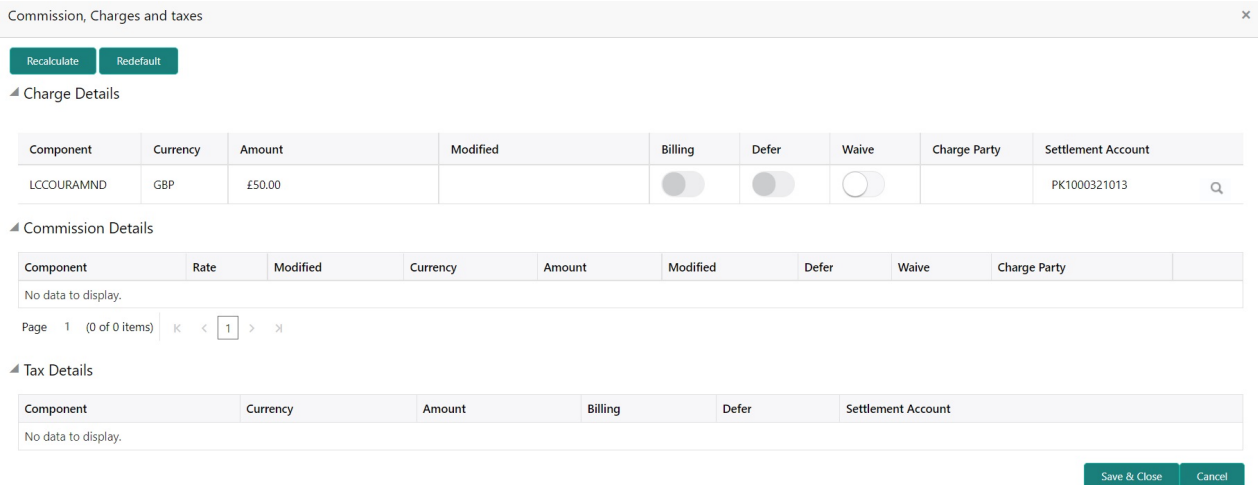


Charge Details

Landing on the additional tab, 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.	

Field	Description	Sample Values
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	<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.	

Commission Details

If default commission is available under the product, it should be defaulted here with values.

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 >									

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

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

Tax Details

The tax component is calculated based on the commission. The tax component defaults if maintained in the product level. The user cannot update tax detail 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

Component	Currency	Amount	Billing	Defer	Settlement Account
No data to display.					

Save & Close Cancel

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

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.	
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"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. 	
Save & Close	<p>Save the information provided and holds the task in for working later.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Scrutiny inputs.	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</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"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	
Back	Click of Back to move the task to the previous segment.	

Summary

User can review the summary of details updated for Export LC Transfer Amendment. The user can 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 and modify details about application details details and Export LC details. User can modify the details, if required.
- Availability and Shipment - User can view already captured availability and shipment details. User can modify the details, if required.
- Payments - User can view all details related to payments. User can modify the details, if required.
- Amendment Details - User can view the amended details.
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.

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
Submit	On Submit, system validates 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.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. 	
Save & Close	Save the information provided and holds the task in for working later. This option will not submit the request.	
Cancel	Cancel the Scrutiny stage inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: <ul style="list-style-type: none"> • 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.	
Back	Click of Back to move the task to the previous segment.	

Data Enrichment

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

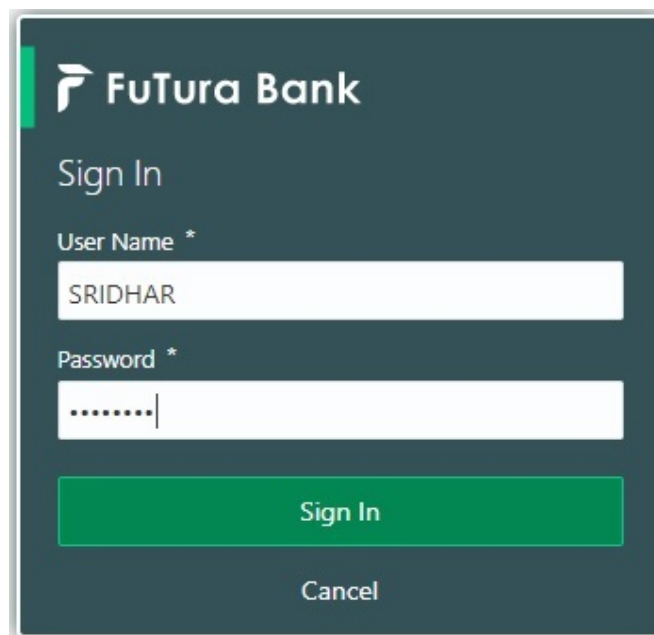
Non Online Channel - Export LC request that were received at the desk will move to DE stage post successful registration and scrutiny stage. The transaction will have the details entered during the registration/scrutiny stage.

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

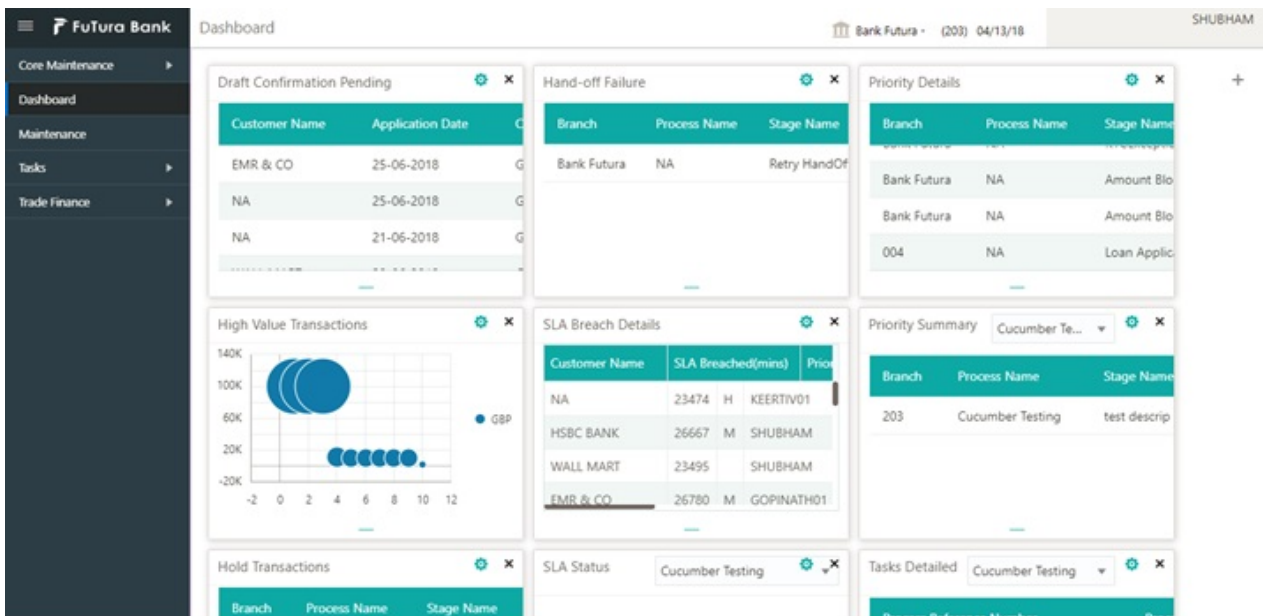
The user can select the respective field and will be allowed to edit/update the field.

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

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



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



3. Click Trade Finance> Tasks> Free Tasks.

Free Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & E...	M	Export LC Transfer Amendment	PK2ELCT000056498	PK2ELCT000056498	DataEnrichment	21-05-21	PK2	000156
Acquire & E...		Import LC Issuance	PK2ILCI000056491	PK2ILCI000056491	Scrutiny	21-05-20	PK2	001044
Acquire & E...		Guarantee Issuance	PK2GTEI000056489	PK2GTEI000056489	Scrutiny	21-05-20	PK2	001044
Acquire & E...		Export Documentary Collectio...	PK2EDCB000056484	PK2EDCB000056484	DataEnrichment	21-05-20	PK2	001044
Acquire & E...	M	Import LC Drawing	PK2ILCD000056451	PK2ILCD000056451	Handoff RetryTask	21-05-20	PK2	001044
Acquire & E...	M	Import LC Drawing	PK2ILCD000056482	PK2ILCD000056482	Scrutiny	21-05-20	PK2	001044
Acquire & E...		Import LC Drawing	PK2ILCD000056474	PK2ILCD000056474	Registration	21-05-20	PK2	006466
Acquire & E...		Import LC Drawing	PK2ILCD000056473	PK2ILCD000056473	Registration	21-05-20	PK2	006466
Acquire & E...		Import LC Drawing	PK2ILCD000056472	PK2ILCD000056472	Registration	21-05-20	PK2	001044
Acquire & E...		Import LC Drawing	PK2ILCD000056471	PK2ILCD000056471	Registration	21-05-20	PK2	006466
Acquire & E...	M	Export Documentary Collectio...	PK2EDCU000056470	PK2EDCU000056470	DataEnrichment	21-05-20	PK2	001044
Acquire & E...	M	Export Documentary Collectio...	PK2EDCB000056465	PK2EDCB000056465	Handoff RetryTask	21-05-20	PK2	001044
Acquire & E...	M	Export Documentary Collectio...	PK2EDCU000056462	PK2EDCU000056462	DataEnrichment	21-05-20	PK2	001044

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

Free Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & E...	M	Export LC Transfer Amendment	PK2ELCT000056498	PK2ELCT000056498	DataEnrichment	21-05-21	PK2	000156
Acquire & E...		Import LC Issuance	PK2ILCI000056491	PK2ILCI000056491	Scrutiny	21-05-20	PK2	001044
Acquire & E...		Guarantee Issuance	PK2GTEI000056489	PK2GTEI000056489	Scrutiny	21-05-20	PK2	001044
Acquire & E...		Export Documentary Collectio...	PK2EDCB000056484	PK2EDCB000056484	DataEnrichment	21-05-20	PK2	001044
Acquire & E...	M	Import LC Drawing	PK2ILCD000056451	PK2ILCD000056451	Handoff RetryTask	21-05-20	PK2	001044
Acquire & E...	M	Import LC Drawing	PK2ILCD000056482	PK2ILCD000056482	Scrutiny	21-05-20	PK2	001044
Acquire & E...		Import LC Drawing	PK2ILCD000056474	PK2ILCD000056474	Registration	21-05-20	PK2	006466
Acquire & E...		Import LC Drawing	PK2ILCD000056473	PK2ILCD000056473	Registration	21-05-20	PK2	006466
Acquire & E...		Import LC Drawing	PK2ILCD000056472	PK2ILCD000056472	Registration	21-05-20	PK2	001044
Acquire & E...		Import LC Drawing	PK2ILCD000056471	PK2ILCD000056471	Registration	21-05-20	PK2	006466
Acquire & E...	M	Export Documentary Collectio...	PK2EDCU000056470	PK2EDCU000056470	DataEnrichment	21-05-20	PK2	001044
Acquire & E...	M	Export Documentary Collectio...	PK2EDCB000056465	PK2EDCB000056465	Handoff RetryTask	21-05-20	PK2	001044
Acquire & E...	M	Export Documentary Collectio...	PK2EDCU000056462	PK2EDCU000056462	DataEnrichment	21-05-20	PK2	001044

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

My Tasks

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
Edit	M	Export LC Transfer Ame...	PK2ELCT000056498	PK2ELCT000056498	DataEnrichment	21-05-21	PK2	000156	
Edit	M	Guarantee SBLC Advise...	PK2GADC000056493	PK2GADC000056493	DataEnrichment	21-05-20	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000056467	PK2GADC000056467	AmountBlock Exception App...	21-05-20	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000056436	PK2GADC000056436	AmountBlock Exception App...	21-05-20	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000055972	PK2GADC000055972	DataEnrichment	21-05-11	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000055971	PK2GADC000055971	Registration	21-05-11	PK2	001044	
Edit		Guarantee SBLC Advise...	PK2GADC000055970	PK2GADC000055970	Registration	21-05-11	PK2	001044	
Edit		Guarantee SBLC Advise...	PK2GADC000055969	PK2GADC000055969	Registration	21-05-11	PK2	001044	
Edit		Guarantee SBLC Advise...	PK2GADC000055968	PK2GADC000055968	Registration	21-05-11	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000055966	PK2GADC000055966	DataEnrichment	21-05-10	PK2	001044	
Edit	M	Guarantee SBLC Issuanc...	PK2GISCO00055789	PK2GISCO00055789	DataEnrichment	21-05-07	PK2	001044	
Edit	M	Guarantee SBLC Issuanc...	PK2GISCO00054457	PK2GISCO00054457	DataEnrichment	21-04-27	PK2	001044	
Edit		Import LC Drawing Upd...	PK2ILCU000051310	PK2ILCU000051310	Registration	21-04-12	PK2	001044	

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The Data Enrichment stage has following sections as follows:

- Main Details
- Availability Shipment
- Documents and Conditions
- Payment Details
- Amendment Details

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

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

Main Details

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

Export LC Transfer Amendment - DataEnrichment :: Application No: PK2ELCT000056498

Screen (1 / 10)

Main

Application Details

Transfer LC Reference Number * PK2ELCT1908184IK

Process Reference Number PK2ELCT000056498

Customer Reference Number PK2ELCT1908184IK

First Beneficiary *

Priority Medium

Branch PK2-FLEXCUBE UNIVERSAL BANK

Submission Mode Desk

Amendment No 2

Amendment Date * May 6, 2019

Transfer LC Details

LC Type Sight

40A - Form of Documentary Credit IRREVOCABLE

31D - Place of Expiry Rwkg

39A - Percentage Credit Amount Tolerance /

Product Code ELCT

31C - Date of Issue Mar 22, 2019

Second Beneficiary * 000156 MANHATTAN

39C - Additional Amount Covered

Product Description Export LC for Transfer

40E - Applicable Rules UCP LATEST VERSION

Available Amount * GBP £98,000.00

Allow Substitution of Document

Advising Bank

Date of Expiry * Aug 31, 2020

Transfer Amount * GBP £98,000.00

Beneficiary Consent

Audit Reject Refer Hold Cancel Save & Close Back Next

Application Details

Field	Description	Sample Values
Transfer LC Reference Number	Read only System displays the Export LC Reference Number to be amended.	
First Beneficiary	Read only - Displayed as available from earlier stages.	EMR & CO
Branch	Read only field. Branch details will be auto-populated from LC details.	203-Bank Futura -Branch FZ1
Amendment No.	Read only field. Displayed as available from earlier stages.	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	Read only - Priority default based on priority maintenance and user should be allowed to change. Values are High, Medium and Low.	High
Submission Mode	Read only Displayed as available from earlier stages.	Desk
Amendment Date	Read only System should default the branch's current date.	

Field	Description	Sample Values
Customer Reference Number	The user can enter the Customer Reference Number, if any.	

LC Details

Field	Description	Sample Values
LC Type	Read only field. The value used for LC Type as per the latest LC details should be displayed.	
Product Code	Read only field. Product Code of the underlying Export LC is displayed.	
Product Description	Read only field. Product Description of the underlying Export LC is displayed.	
Advising Bank	The Advising Bank as per the latest LC details should be displayed.	
40A - Form of Documentary Credit	Read Only - Displayed as available from earlier stages.	
Date of Issue	Read only field. - Application will default the branch's current date in date of issue.	
Applicable Rules	User can select the applicable rules for the LC. Default rule as UCP Latest Version.	
Date Of Expiry	The expiry date as per the latest LC details should be displayed.	
Place of Expiry	The Place of Expiry as per the latest LC details should be displayed.	
Second Beneficiary	Beneficiary name selected for Export LC Transfer to be displayed.	
Available Amount	Read only - Displayed as available from earlier stages.	
Transfer Amount	Read only - Displayed as available from earlier stages.	
Percentage Credit Amount Tolerance	Tolerance Amount to default from the underlying Export LC and user should not be allowed to change the values.	
Additional Amount Covered	User can provide additional amount included in Export LC.	
Allow Substitution of Document	Read only field. If the field is selected, the bank is allowed to substitute the Export Documents received from Transferee with the documents from Beneficiary.	
Beneficiary Consent	Toggle On: The user can enable the toggle if beneficiary consent is required. Toggle Off: The user can disable the toggle if beneficiary consent is not required.	

Action Buttons

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

Field	Description	Sample Values
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"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. 	
Save & Close	<p>Save the information provided and holds the task in for working later.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs.	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</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"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	
Back	Click of Back to move the task to the previous segment.	

Availability Shipment

DE user, can update/review the Availability details for Export LC Transfer Amendment.

DE user can select the respective field and should be allowed to edit/update the field. DE user can re-amend only some of the fields received from online channels.

Export LC Transfer Amendment - Scrutiny :: Application No: PK2ELCT000056527

Availability Shipment

41a-Available with *
Test

41a-Available By *
BY NEGOTIATION

42C-Drafts At

Drawee

Tenor

43P-Partial Shipments
ALLOWED

43T-Transshipment
ALLOWED

44A-Place of Taking in Charge
INR

44E-Port of Loading
CNR

44F-Port of Discharge
FNR

44B-Place of Final Destination
NMR

44C-Latest Date of Shipment

44D-Shipments Period
5

45A Description of Goods and/or Services

INCO Terms
CIF

INCO Terms Description
Cost, Insurance and Freight (named de

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Available Units	Number of Units	Price per Unit	Total Amount	Action
COTTON	G	cotton							

Audit

Reject Refer Hold Cancel Save & Close Back Next

For Field Descriptions, refer to [Availability ans Shipment Details](#).

Documents & Conditions

User can enter/ update Documents and conditions details for Export LC Transfer Amendment. The below fields can be amended in DE stage.

- Documents
- Additional Conditions.

Export LC Transfer Amendment - DataEnrichment :: Application No: PK2ELCT000056498

Documents and Conditions

Document Details

Code	Name	Copy	Original	Description	Action
All	Air			CLEAN AIR WAYBILLS CONSIGNED TO APPLICANT, NOTIFY APPLICANT, MARKED F73 COLLECT / INDICATING THIS CREDIT NUMBER.	
IN	Insu			Insurance Policy/Certificate issued for 110 percent of invoice-value, duly endorsed, covering x	
IN	invo			Commercial invoice, duly signed	
Mu	Sea			COPY OF FAX/TELEX ADVISING APPLICANT PARTICULARS OF SHIPMENT INCLUDING B/L NO. AND THE DATE, VESSEL NAME AND NATIONALITY ETA, AND ETD, TOTAL AMOUNT OF CCR.	
OT	OT			Beneficiary's declaration stating that 1/3 original Bill of Lading has been sent simultaneously with despatch of goods by DHL to notify	

Page 1 (1-4 of 5 items) < 1 >

Additional Conditions

Select	FFT Code	FFT Description
<input type="checkbox"/>	79NARRATIVE	79narrative

Audit

Reject Refer Hold Cancel Save & Close Back Next

Document Details

Documents details should default from underlying LC. If Substitute documents allowed is checked, system to give a warning message” Substitution of Documents allowed, please verify the documents”

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

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

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

Additional Conditions

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

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

Documents and Checklist:

Documents: No documents are required for upload in this screen.

Checklist: User to verify if standard clauses are added to Additional conditions.

Remarks: User should be able to capture remarks as well as see remarks made in the earlier screens/stages

Payment Details

DE user can verify and enter the basic details available in the Export LC Transfer **Amendment** request.

The screenshot shows the Oracle 'Payment Details' form for an 'Export LC Transfer Amendment - DataEnrichment' request with Application No: PK2ELCT000056498. The form is divided into several sections:

- Payment Details:**
 - 49G-Special Payment conditions for beneficiary
 - 49H-Special Payment conditions for receiving bank
 - 48-Period for Presentation
 - 49-Confirmation Instructions (WITHOUT)
 - Confirmation Amount: GBP £0.00
 - 57A-Advise Through Bank
 - 78-Instructions to P/A/N Bank
 - 71N - Amendment charges payable by
- Partial Confirmation Allowed:**
 - 58A - Requested Confirmation Party
 - 53A - Reimbursing Bank
 - 71 D Charges
- Information to Issuing Bank:**
 - 72-Sender to Receiver Information
 - 71 D Charges
 - 79 Z Narrative
 - Issuing Bank Date
 - Issuing Bank Account No
 - 57a - Account with Bank
 - Charges to be Claimed
- Information to Advise Through Bank:**
 - 72-Sender to Receiver Information

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

Refer to [Payment Details](#).

Amendment Details

DE user can verify the fields that have been amended. The user can see a snapshot of the amended fields with the old values and the LC amended value.

User can view all the field tags that have been amended in both Scrutiny and DE stage. Corresponding to the field the current latest LC value and the new amended value should be displayed.

Export LC Transfer Amendment - DataEnrichment :: Application No: PK2ELCT000056498

Amendment Details

Screen (5 / 10)

Field Name	Amended Value	Value as per LC
	98000	2000

Party Details

Party Type	Party ID	Customer Ref No	Address1	Address2	Country	Status	Modify
Applicant	001043	MARKS AND SPENCER	MARGUS25XXX		US	Modify	Modify

Goods Details

Goods Code	Goods Type	Goods Description	Status
No data to display.			

Document Details

Document Code	Document Name	Copy	Original	Status
No data to display.				

Additional Conditions

FFT Code	FFT Description	Status	
79NARRATIVE	79narrative	New	New

Audit

Reject Refer Hold Cancel Save & Close Back Next

Refer to [Amendment Details](#).

Additional Fields

Refer to [Additional Fields](#).

Advices

DE user can view the Advices generated during Export LC Transfer Amendment request. Advices menu displays the advices available under a product code from the back office as tiles. Some of the possible advices could be of Transfer LC Instrument (SWIFT MT 707), Transfer LC Amendment Instrument Copy, and Payment message.

Export LC Transfer Amendment - DataEnrichment :: Application No: PK2ELCT000062895

Advices

Screen (7 / 10)

Advice Name	Advice Party	Party Name	Suppress	Advice
AMD_EXP_CR	BEN	Trade Indiv 1	NO	
LC_AMND_INSTR	BEN	Trade Indiv 1	NO	
LC_ACK_AMND	ISB	CITIBANK IRELAND	NO	
LC_CASH_COL_ADV	ISB	CITIBANK IRELAND	NO	
CHNG_REB			YES	

Audit

Reject Refer Hold Cancel Save & Close Back Next

The user can also suppress the Advice, if required.

Advice Details ×



Suppress Advice
 Advice Name: GUA_CLAIM_ADV
Medium: MAIL
Advice Party: APP

Party ID: 001044
Party Name: GOODCARE PLC



FFT Code + -

No data to display.

Instructions OK Cancel

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

Instruction Details

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

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

Field	Description	Sample Values
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. 	
Save & Close	Save the information provided and holds the task in for working later. This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs.	
Hold	The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	
Back	<p>Click of Back to move the task to the previous segment.</p>	

Additional Details

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

The screenshot displays the Oracle application interface for an Export LC Transfer Amendment request. The top navigation bar shows the Oracle logo, 'My Tasks', and user information including '(DEFAULTENTITY)', '(PK2) May 6, 2019', and 'SRIDHAR02 subham@gmail.com'. The main content area is titled 'Additional Details' and contains two sub-sections: 'Commission, Charges an...' and 'Preview Messages'. The 'Commission, Charges an...' section lists fields: Charge, Commission, Tax, and Block Status. The 'Preview Messages' section lists fields: Language and Preview Advice. The bottom toolbar includes buttons for 'Audit', 'Reject', 'Refer', 'Hold', 'Cancel', 'Save & Close', 'Back', and 'Next'. The page number 'Screen (8 / 10)' is visible in the top right corner.

Preview Message

The bank user can view a preview of the message and advice simulated from back office which is based on the guarantee Claim captured in the previous screen.

The Preview section consists of following.

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



Note

Preview to have MT 707 as SWIFT and other advices as Mail Advice. This needs to be mentioned under Preview messages heading.

Draft Confirmation

The user can view the draft LC message (outgoing MT707 SWIFT message format) being displayed on the preview message text box.

If the user wants to send a copy of the draft LC for customer confirmation, the same can be done by choosing the customer response slider as 'Yes'. On submit of the data enrichment stage the mail message to the customer will be sent.

The task will not move to approval but to 'Pending customer response stage. Upon receipt of customer's confirmation, the transaction moves to approval.

In case the customer asks for changes, the transaction will move to data enrichment and after necessary changes, it will move to approval.

Draft Confirmation
 Draft Confirmation Required

Customer Remarks

Customer Primary Email Id

Customer Response

Response Date

Customer Secondary Email Id

Commission, Charge and Taxes

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

If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.

Commission, Charges and taxes x

Charge Details

Component	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
LCCOURAMND	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK1000321013

Commission Details

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

Page 1 (0 of 0 items)

Tax Details

Component	Currency	Amount	Billing	Defer	Settlement Account
No data to display.					

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

Commission Details +

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

Page 1 (0 of 0 items)

Field	Description	Sample Values
Component	Select 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>Select the check box, if 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 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>Select the check box to waive charges/ commission.</p> <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 'Beneficiary' by Default. You can change the value to Applicant	
Settlement Account	Details of the Settlement Account.	

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

Tax details are defaulted from the back-end system.

☚ Tax Details

Component	Currency	Amount	Billing	Defer	Settlement Account
No data to display.					

✓ Save & Close ✕ Cancel

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

Action Buttons

For Action Buttons, Refer to [Additional Details](#).

Settlement Details

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

Export LC Transfer Amendment - DataEnrichment :: Application No: PK2ELCT000062895

Screen (9 / 10)

Settlement Details

Current Event

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AELAC_COMM_LIQD	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	No
COLLAMT_OSEQ	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	No
COLL_AMNDAMTEQ	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	Yes
COLL_AMTEQ	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	No
COLL_AVALAMTEQ	GBP	Credit	PK1000321013	Trade Indiv 1	GBP	No	No
LCADVBC_LIQD	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	No
LCCOURAMND_LIQD	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	Yes
LCEXADV_LIQD	GBP	Debit	PK1000321013	Trade Indiv 1	GBP	No	No

Audit

Reject Refer Hold Cancel Save & Close Back Next

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

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

Field	Description	Sample Values
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"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. 	
Save & Close	<p>Save the information provided and holds the task in for working later.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs.	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</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"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	
Back	Click of Back to move the task to the previous segment.	

Summary

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

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

Export LC Transfer Amendment - DataEnrichment :: Application No: PK2ELCT000056498

Screen (10 / 10)

Summary

Main	Payment Details	Availability	Documents and Conditions
Form of LC : IRREVOCABLE Submission Mode : Desk Date of Issue : 2019-03-22	Period of Present. : Confirmation Instr. : WITHOUT	Available With : ANYBANK Available By : NEGOTIATION Port of Loading : POL Port of Discharge : POD	Document 1 : AIRDOC Document 2 : INSDOC Document 3 : INVDOC Document 4 : MARDOC Document 5 : OTHERDOC
Amendment Details	Additional Fields	Commission, Charges and taxes	Preview Messages
Click here to view : Amended/Updated Details	Click here to view : Additional fields	Charge : Commission : Tax : Block Status : Not Initia	Language : ENG Preview Message : -
Compliance	Accounting Details	Settlement Details	Advices
KYC : Not Initia Sanctions : Not Initia AML : Not Initia	Event : Account Number : Branch :	Component : Account Number : Currency :	Advice 1 : Advice 2 :

Audit Reject Refer Hold Cancel Save & Close Back Next Submit

Tiles Displayed in Summary

- Main Details - User can view the application details details and Transfer LC details. User can modify the details, if required.
- Availability and Shipment - User can view already captured availability and shipment details. User can modify the details, if required.
- Documents and Conditions: User can to view the details of Documents and Conditions.
- Payments - User can view all details related to payments. User can modify the details, if required.
- Amendment Details - User can view the amended details.
- Additional Fields: Banks can configure the additional fields during implementation.
- Advices: User should be able to view the advice details
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.
- 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

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

Field	Description	Sample Values
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.	

Field	Description	Sample Values
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"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. 	
Save & Close	<p>Save the information provided and holds the task in for working later.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs.	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.</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"> • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	
Back	Click of Back to move the task to the previous segment.	

Customer Response - Draft Confirmation

The user can review and handle the customer's response received for the draft confirmation for Transfer LC Amendment transactions, which is sent to the customer for their verification and confirmation.

The Transaction Reference Number is masked before sending the Draft for Customer approval.

The customer response can be received both by online and offline mode. In non-online mode, user receives the response in the branch.

Non Online mode - User will have a physical response of the customer.

In online mode the customer will share their response online that will be automatically updated in the customer response field in the task, which is available in the customer response pending stage.

Log in into OBTFPM application, and open the task to see customer response screen.

Application

All fields displayed under Application details section, would be read only.

Received from Applicant Bank: Read Only field

Received from-Customer Id: Read Only field

Customer Name: Read Only field.

Branch: Read Only field.

Currency Code: Read Only field.

Amount: Read Only field.

Priority: Read Only field

Submission Mode: Read Only field.

Process Reference Number: Read Only field

Application Date: Read Only field.

Customer Reference Number: Read Only field.

Customer Response

All fields displayed under Application details section, would be read only.

Language - Read only field

Draft Message - Read only field

Draft Confirmation

Draft Confirmation required - Read only field

Customer Response - This field will be available for you to update any of the below response based on the customer's reply

- Accepted
- Changes Required - Change and proceed

For non-online response – User can select customer response from one of the three drop list values mentioned above.

For Online response – Read only

Customer Remarks - Capture the remarks of the customer.

Response Date - Non-Online channel – Update the date on which the customer response has been received.

Online Channel – Read only

Summary

Tiles Displayed in Summary

- Main Details - User can view the details about application details and LC details.
- Party Details - User can view the party details like beneficiary, advising bank etc.
- Availability and Shipment - User can view the availability and shipment details.
- Payments - User can view all details related to payments.
- Documents & Condition - User can view the documents required grid and the additional conditions grid.
- Preview Messages - User can view the preview details.
- Compliance - User can view compliance details with statuses.

Documents – User must be able to view the documents uploaded in the system and upload documents if customer response has been received through non- online channel.

Remark - Capture remarks if required and must be able to view the remarks captured during earlier stages.

Action Buttons

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

Field	Description	Sample Values
Submit	Task will get moved to next logical stage of Import LC Issuance. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Cancel	Cancel the Draft Confirmation.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others. <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process. On reject, a reject notification gets generated to the 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"> ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance- Limits ● R5 - Others 	

Multi Level Approval

This stage allows the approver user to review and approve the Export LC Transfer Amendment transaction.

Log in into OBTFPM application and open the task to see the summary tiles. The tiles should display a list of important fields with values. User must be able to drill down from summary Tiles into respective data segments to verify the details of all fields under the data segment.

Re-Key Authorization

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.:

- Currency
- Contract Amount
- Expiry Date

Approval Rekey
✕

📄 Documents
💬 Remarks

Currency

GBP
✓

Contract Amount

£10,000.00
✓

Expiry Date

📅

Refer
Close
Proceed

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

Summary

My Tasks

(DEFAULT ENTITY)
(PK2)
May 6, 2019
SRIDHAR02
subham@gmail.com

Export LC Transfer Amendment - Approval Task Level 1 :: Application No: PK2ELCT000056498

📄
💬
🔄 Overrides

Summary

Main	Availability	Documents and Conditions	Payment
Form of LC : IRREVOCABLE Submission Mode : Desk Date of Issue : 2019-03-22	Available With : ANYBANK Available By : NEGOTIATION Port of Loading : POL Port of Discharge : POD	Document 1 : AIRDOC Document 2 : INSDOC Document 3 : INVDOC Document 4 : MARDOC Document 5 : OTHERDOC	Period of Present. : Confirmation Instr. : WITHOUT
Amendment Details	Additional Fields	Commission, Charges and taxes	Preview Messages
Click here to view Amended/Updated Details	Click here to view Additional fields	Charge : Commission : Tax : Block Status : Not Initia	Language : ENG Preview Message : -
Compliance	Settlement Details		
KYC : Not Verified Sanctions : Not Initia AML : Not Initia	Component : Account Number : Currency :		

Audit

Reject

Refer

Hold

Approve

Back

Next

Tiles Displayed in Summary

- Main Details - User can view and modify details about application details details and Export LC details. User can modify the details, if required.
- Availability and Shipment - User can view already captured availability and shipment details. User can modify the details, if required.

- Documents and Conditions: User can to view the details of Documents and Conditions.
- Payments - User can view all details related to payments. User can modify the details, if required.
- Amendment Details - User can view the amended details.
- Additional Fields: Banks can configure the additional fields during implementation.
- Advices: User should be able to view the advice details
- Commission, Charges and Taxes: User can see the details provided for charges. User should be able to update the details if required.
- Parties Details: User can see the party details like beneficiary, advising bank etc.
- Preview Messages: User can see the preview details grid.
- 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

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

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

Field	Description	Sample Values
Cancel	Cancel the approval and return to dashboard. The data input will not be saved.	
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.	

Customer - Acknowledgement Format

Customer Acknowledgment is generated every time a new Export LC Transfer is requested from the customer. The acknowledgment letter format is as follows:

To:

<CUSTOMER NAME>

DATE: DD-MM-YYYY

<CUSTOMER ADDRESS>

Dear Sir,

SUB: Acknowledgement to your LC Application number <CUSTOMER REFERENCE NUMBER>
dated <APPLICATION DATE>

This letter is to inform you that we have received your application for Export LC Transfer Amendment with the below details:

Applicant: XXXX

Beneficiary: XXXX

Currency: XXXX

Amount: XXXX

Issue Date: XXXX

We have also received the following Documents from you for processing the request:

Document Name 1

Document Name 2

Document Name n

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

This acknowledgement does not constitute amendment of Export LC Transfer.

Thank you for banking with us.

Regards,

<DEMO BANK>

Notice: This document is strictly private, confidential and personal to its recipients and should not be copied, distributed or reproduced in whole or in part, nor passed to any third party. The information contained in this e-mail/ message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments.

Thank you

Customer - Reject Format

Reject Letter is generated by the system and addressed to the customer, when a task is rejected by the user. The Reject Letter format is as follows:

FROM:

<BANK NAME>

<BANK ADDRESS>

TO:

DATE <DD/MM/YYYY>

<CUSTOMER NAME>

<CUSTOMER ADDRESS>

<CUSTOMER ID>

Dear Sir,

SUB: Your Import LC Application <Customer Reference Number> under our Process Ref
<Process Ref No> - Rejected

Further to your recent Export LC Transfer Amendment application request dated <Application Date -DD/MM/YYYY>, under our process ref no <process ref no>, this is to advise you that we will not be able to amend the required Export LC Transfer.

After a thorough review of your application and the supporting documents submitted, we have concluded we will not be able to issue the LC due to the below reason

<Reject Reason >

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

For any further queries about details of your Export LC Transfer amend review, please contact us at our bank customer support ph.no xxxxxxxxxxxx

Yours Truly

Authorized Signatory

A	
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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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