

Guarantee Issuance Internal Amendment - Islamic User Guide  
**Oracle Banking Trade Finance Process  
Management**

Release 14.5.4.0.0

**Part No. F53382-01**

February 2022

Oracle Banking Trade Finance Process Management - Guarantee Issuance Internal - Islamic 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.

# Guarantee Issuance Internal Amendment - Islamic

Conventional Guarantee Issuance Internal Amendment process enables the user to make the following amendments to the Guarantee which has been already issued.

- Change in Limits
- Change in Collateral

The various stages involved in Islamic Internal Amendment of Guarantee Issued are:

- Receive and verify documents and input the basic details- Registration stage
- Input/Modify details - Data Enrichment stage
- Check for limit availability
- Check balance availability for amount block
- Earmark limits/Create amount block for cash margin/charges
- Capture remarks for other users to check and act
- Generate acknowledgements.
- Hand off request to back office

The design, development and functionality of the Islamic Guarantee Issuance Internal Amendment process flow is similar to that of conventional Guarantee Issuance Internal Amendment process flow.

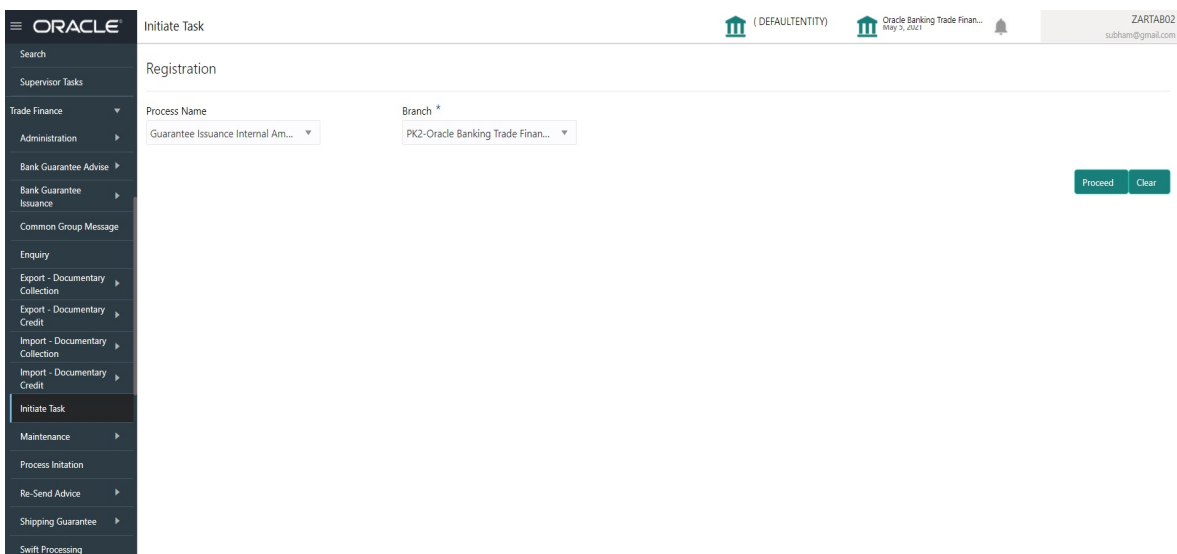
This chapter contains the following topics:

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

## Common Initiation Stage

The user can initiate the new Islamic guarantee issuance internal 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. |
| Branch       | Select the branch.                            |

### Action Buttons

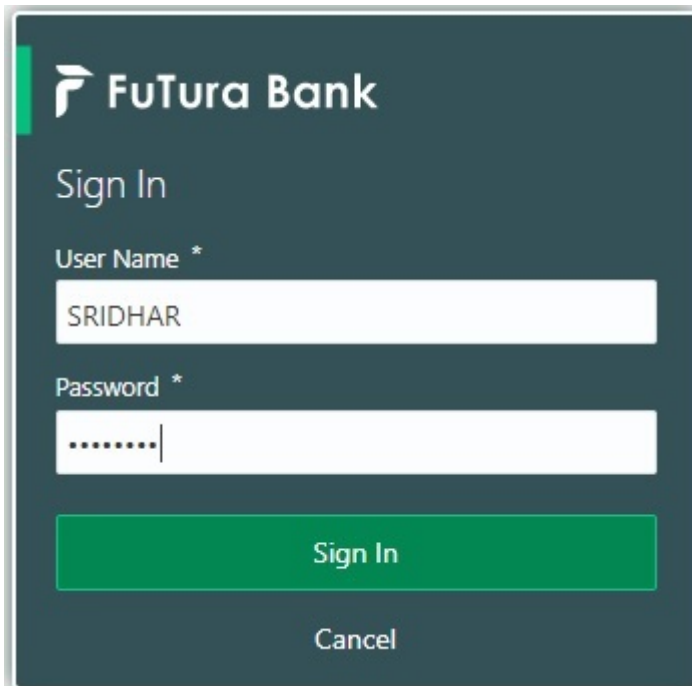
Use action buttons based on the description in the following table:

| 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

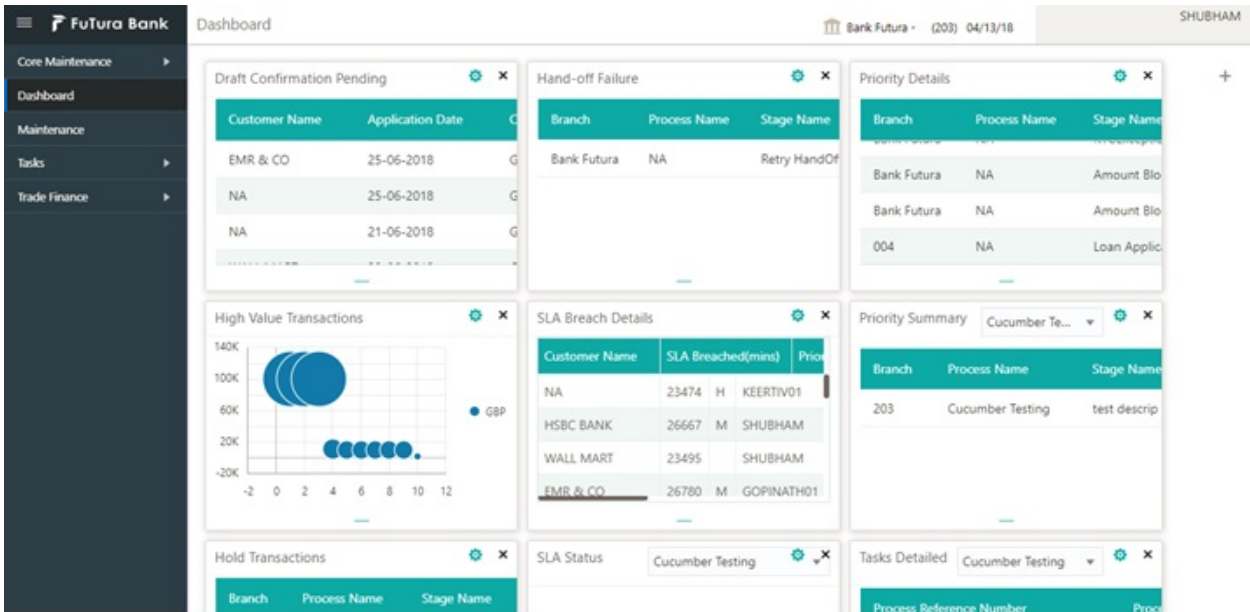
As a Registration user can register an Islamic internal amendment to a Guaranteed/SBLC issued request, received at the front desk (as an application received physically/received by mail/fax). On submit of the amendment request, the customer should be notified with acknowledgment and the request should be available for an Guarantee Amendment expert to handle in the next stage.

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

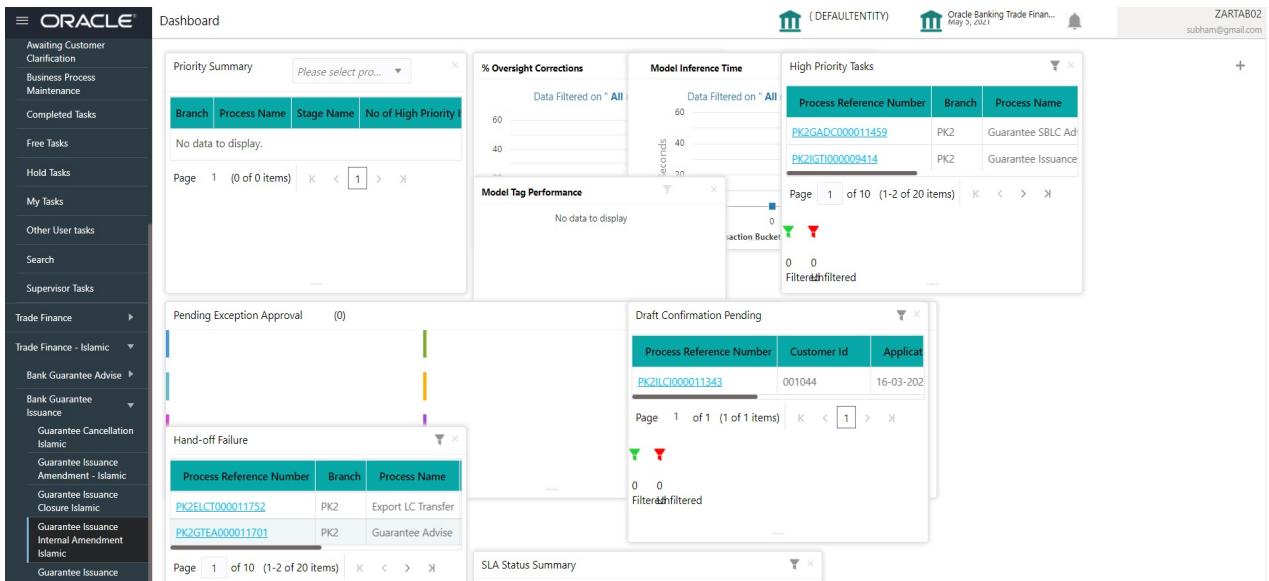


The screenshot shows a dark-themed login interface for FuTura Bank. At the top left is the FuTura Bank logo. Below it, the text 'Sign In' is displayed. There are two input fields: 'User Name \*' containing the text 'SRIDHAR' and 'Password \*' containing masked characters. Below these fields are two buttons: a green 'Sign In' button and a white 'Cancel' button.

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



3. Click Trade Finance - Islamic > Bank Guarantee Issuance > Guarantee Issuance Internal Amendment - Islamic.



The Registration stage has two sections Application Details and Undertaking Details. Let's look at the Registration stage:

# Application Details

Guarantee Issuance Internal Amendment Islamic

Documents Remarks Customer Instruction

### Application Details

Undertaking Number: PK2GUR21125ACQD

Priority: Medium

Customer Reference Number: [Empty]

Received From - Customer ID: 000153

Submission Mode: Desk

Received From - Customer Name: NATIONAL FREIGHT CORP

Process Reference Number: PK2IGH000071696

Branch: PK2-Oracle Banking Trade Finan...

Amendment Date: May 5, 2021

View Undertaking Undertaking Events

### Undertaking Details

22D - Form of Undertaking: [Empty]

Product Code: GLIR

Product Description: Islamic Guarantee Issuance / Reissuanc

32B - Undertaking Amount: GBP £10,000.00

Amount In Local Currency: GBP £10,000.00

22X - Type of Undertaking: [Empty]

22A - Purpose of Message: ICCO - Issuance of counter-coun...

23X - File Identification: [Empty]

23X - Narrative: [Empty]

23B - Expiry Type: FIXD

31E - Date of Expiry: Aug 3, 2021

35G - Expiry Condition/ Event: [Empty]

40C - Applicable Rules: URDG - Uniform rules for dema...

40C - Narrative: [Empty]

50 - Applicant Name: 000153 NATIONAL FREI

59A - Beneficiary Name: 001044 GOODCARE PLG

56A - Advising Bank: 001041 WELLS FARGO L

Counter SBLC/Guarantee Issuing Bank: [Empty]

Local SBLC/Guarantee Issuing Bank: [Empty]

39D - Additional Amounts: [Empty]

Hold Cancel Save & Close Submit

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

| Field                         | Description  | Sample Values               |
|-------------------------------|--|-----------------------------|
| Undertaking Number            | Enter the undertaking number or alternatively select it from LOV'.<br><br>As part of LOV criteria; user can input the Customer Id, Beneficiary name, Currency and amount.  |                             |
| Received From - Customer ID   | Read Only Field<br>System defaults the customer ID available in Guarantee.   | 001345                      |
| Received From - Customer Name | Read Only Field<br>System defaults the customer ID available in Guarantee.   | EMR & CO                    |
| Branch                        | Read only field.<br>Branch Name will be auto-populated from Guarantee details.   | 203-Bank Futura -Branch FZ1 |
| Priority                      | This field will be defaulted based on the priority maintained for the customer. Priority maintained will be populated as either 'Low or Medium or High'. If priority is not maintained for a customer, 'Medium' priority will be defaulted.<br><br>Users are allowed to change the priority. | High                        |



| Field                     | Description   | Sample Values        |
|---------------------------|---|----------------------|
| Submission Mode           | System defaults the submission mode as 'Desk' for the transactions created via registration Users are allowed to change the values. The values are:<br><b>Desk</b> - Request received through Desk<br><b>Courier</b> - Request received through Courier<br><b>Email</b> - Request received through Email<br><b>FAX</b> - Request received through FAX | Desk                 |
| Process Reference Number  | Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.   | 203GTEADV00<br>15920 |
| Amendment Date            | System defaults the branch's current system date.   | 04/13/2018           |
| Customer Reference Number | User can enter the 'Reference number' provided by the applicant/applicant bank.   |                      |

## Undertaking Details

Registration user can view the latest Guarantee/SBLC values defaulted in the respective fields in the Undertaking Details in this section. All the fields in this section is read only.

The screenshot shows a form titled 'Undertaking Details' with the following fields and values:

- 22D - Form of Undertaking: Dropdown menu
- Amount In Local Currency: GBP, £10,000.00
- 23X - Narrative: Text field with a copy icon
- 40C - Applicable Rules: URDG - Uniform rules for dema...
- 56A - Advising Bank: 001041 WELLS FARGO L
- 39D - Additional Amounts: Text field with a copy icon
- Product Code: GLIR
- 22K - Type of Undertaking: Dropdown menu
- 23B - Expiry Type: FIXD
- 40C - Narrative: Text field with a copy icon
- Advise Through Bank: Text field
- Product Description: Islamic Guarantee Issuance / Reissuanc
- 22A - Purpose of Message: ICCO - Issuance of counter-coun...
- 31E - Date of Expiry: Aug 3, 2021
- 50 - Applicant Name: 000153 NATIONAL FREI
- Counter SBLC/Guarantee Issuing Bank: Text field
- 32B - Undertaking Amount: GBP, £10,000.00
- 23X - File Identification: Text field
- 35G - Expiry Condition/ Event: Text field with a copy icon
- 59A - Beneficiary Name: 001044 GOODCARE PLC
- Local SBLC/Guarantee Issuing Bank: Text field

Buttons at the bottom: Hold, Cancel, Save & Close, Submit

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

| Field               | Description  | Sample Values      |
|---------------------|--|--------------------|
| Form of Undertaking | Read only field.<br>System defaults the value from Guarantee Issuance details.                             |                    |
| Product Code        | Read only field.<br>System defaults the value from Guarantee Issuance details.                             | GUIA               |
| Product Description | Description of the product. Read only field.<br>System defaults the value from Guarantee Issuance details. | Guarantee Advising |

| Field                    | Description   | Sample Values                              |
|--------------------------|---|--|
| Undertaking Amount       | Read only field.<br>System defaults the outstanding value available from Guarantee Issuance details.  |  |
| Amount In Local Currency | System fetches the local currency equivalent value for the transaction amount from back office (with decimal places).                                     |  |
| Type Of Undertaking      | Read only field.<br>System defaults the value available from Guarantee Issuance details.  |  |
| Purpose of message       | Read only field.<br>System defaults the value from Guarantee Issuance details.  |  |
| File Identification      | The type of delivery channel and its associated file name or reference.<br>Read only field.<br>System defaults the value from Guarantee Issuance details. |  |
| Narrative                | Read only field.<br>System defaults the value from Guarantee Issuance details.  |  |
| Expiry Type              | This field indicates whether undertaking has specified expiry date or is open-ended.<br>System defaults the expiry type from Guarantee/SBLC Issuance.     |  |
| Date Of Expiry           | Expiry date of the Guarantee Advised.<br>System defaults the expiry date from Guarantee/SBLC Issuance.  | 09/30/18                                   |
| Expiry Condition/Event   | Expiry Date of Guarantee.<br>Read only field.<br>System defaults the value from Guarantee Issuance details.   | 09/30/18                                   |
| Applicable Rules         | Rules for Guarantee. Read only field.<br>System defaults the value from Guarantee Issuance details.   | URDG - Uniform rules for demand guarantees |
| Narrative                | Read only field.<br>System defaults the value from Guarantee Issuance details.  |  |
| Applicant Name           | Read only field.<br>System defaults the value from Guarantee Issuance details.  | 001345 Nestle                              |

| Field                               | Description  | Sample Values            |
|-------------------------------------|--|--------------------------|
| Beneficiary Name                    | Read only field.<br>System defaults the beneficiary from Guarantee Issuance details.                                   | 001345 Nestle            |
| Advising Bank                       | Read only field.<br>System defaults the advising bank if available.  | 001343 - Bank Of America |
| Advising Through Bank               | Read only field.<br>System defaults the advising through bank if available.  | Advising Bank Reference  |
| Counter SBLC/Guarantee Issuing Bank | Read only field.<br>System defaults the counter guarantee issuing through bank if available.                           |                          |
| Local Guarantee Issuing Bank        | Read only field.<br>System defaults the local guarantee issuing bank if available.                                     |                          |
| Additional Amounts                  | Read only field.<br>Additional Amount covered as per the latest LC details is displayed in Guarantee Issuance details. |                          |

## Miscellaneous

Guarantee Issuance Internal Amendment Islamic

Documents Remarks Customer Instruction

Application Details

Undertaking Number: PK2GLR21125ACQD

Priority: Medium

Customer Reference Number

Received From - Customer ID: 000153

Submission Mode: Desk

Received From - Customer Name: NATIONAL FREIGHT CORP

Process Reference Number: PK2IGI000071696

Branch: PK2-Oracle Banking Trade Finan...

Amendment Date: May 5, 2021

View Undertaking Undertaking Events

Undertaking Details

22D - Form of Undertaking: GLIR

Amount In Local Currency: GBP £10,000.00

23X - Narrative

40C - Applicable Rules: URDG - Uniform rules for dema...

56A - Advising Bank: 001041 WELLS FARGO L

39D - Additional Amounts

Product Code: GLIR

22K - Type of Undertaking

23B - Expiry Type: FXD

40C - Narrative

Advise Through Bank

Product Description: Islamic Guarantee Issuance / Reissuanc

22A - Purpose of Message: ICCO - Issuance of counter-coun...

31E - Date of Expiry: Aug 3, 2021

50 - Applicant Name: 000153 NATIONAL FREI

Counter SBLC/Guarantee Issuing Bank

32B - Undertaking Amount: GBP £10,000.00

23X - File Identification

35G - Expiry Condition/ Event

59A - Beneficiary Name: 001044 GOODCARE PLC

Local SBLC/Guarantee Issuing Bank

Hold Cancel Save & Close Submit

Enables the user to upload required documents. Provide the Miscellaneous Details based on the description in the following table:

| Field     | Description                    | Sample Values |
|-----------|--------------------------------|---------------|
| Documents | Upload the required documents. |               |

| Field                 | Description  | Sample Values |
|-----------------------|--|---------------|
| Remarks               | Provide any additional information regarding the Guarantee Issuance Internal Amendment. This information can be viewed by other users processing the request.  |               |
| Customer Instructions | Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul> |               |
| View Undertaking      | Clicking on View Undertaking button, user can view the the snapshot of latest Guarantee Issuance details.  |               |
| Undertaking Events    | Clicking on Guarantee Events button, user can view the snapshot of various events under the Guarantee Issuance.  |               |
| Verify Signature      | System displays the details of Authorized signatories. The pop up box displays the signature id, signature title and image of the signature for verification.  |               |
| Checklist             | System displays the mandatory and optional checklist items. 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.  |               |
| <b>Action Buttons</b> |  |               |
| Submit                | On Submit, system will give confirmation message for successful submission. Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.<br><br>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.  |               |
| Save & Close          | Save the information provided and holds the task in you queue for working later.<br><br>This option will not submit the request.   |               |
| Cancel                | Cancels the Guarantee Issuance Internal Amendment. Registration stage inputs.  |               |

| Field | Description  | Sample Values |
|-------|--|---------------|
| Hold  | <p>The details provided will be registered and status will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p> |               |

## Data Enrichment

At this stage you can register a request for Islamic Internal Amendment of Guarantee/SBLC Issued.

As part of Data Enrichment, you can update the details already captured in Registration stage and enter new Islamic Guarantee Issuance Internal Amendment.

Do the following steps to acquire a task which completed the Registration and currently 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 Tasks > Free Tasks.

The screenshot shows the Oracle Free Tasks interface. The left sidebar contains navigation options like Core Maintenance, Dashboard, Machine Learning, Maintenance, etc. The main area displays a table of tasks. The 'Acquire & Edit' button is highlighted in the top toolbar.

| Action         | Priority | Process Name                               | Process Reference Number | Application Number | Stage          | Application Date | Branch | Customer Number |
|----------------|----------|--|--------------------------|--------------------|----------------|------------------|--------|-----------------|
| Acquire & Edit | Medium   | Guarantee Issuance Internal Amendment L... | PK2IGI000071696          | PK2IGI000071696    | DataEnrichment | 22-03-28         | PK2    | 000153          |
| Acquire & Edit | Medium   | Guarantee advise claim lodging             | PK2GADC000071693         | PK2GADC000071693   | DataEnrichment | 22-03-28         | PK2    | 001044          |
| Acquire & Edit | Medium   | Guarantee SBLC Advised-Claim Update        | PK2GADC000071689         | PK2GADC000071689   | DataEnrichment | 22-03-28         | PK2    | 001044          |

### 4. Select the appropriate Internal Amendment task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task.

The screenshot shows the Oracle Free Tasks interface. The 'Acquire & Edit' button in the top toolbar is highlighted with a red box. The table below shows various tasks, with the first row selected.

| Action         | Priority | Process Name                      | Process Reference Number | Application Number | Stage                        | Application Date | Branch | Customer Number |
|----------------|----------|-----------------------------------|--------------------------|--------------------|------------------------------|------------------|--------|-----------------|
| Acquire & Edit | M        | Guarantee Issuance Internal Am... | PK2GTEI000042222         | PK2GTEI000042222   | DataEnrichment               | 20-12-09         | PK2    | 001044          |
| Acquire & Edit | M        | Import LC Amendment Benefac...    | PK2ILCA000042220         | PK2ILCA000042220   | AmountBlock Exception App... | 20-12-09         | PK2    | 001044          |
| Acquire & Edit | M        | Lodge Claim - Guarantee Issued    | PK2GTFC000042208         | PK2GTFC000042208   | Scrutiny                     | 20-12-09         | PK2    | 001044          |

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

The screenshot shows the Oracle My Tasks interface. The 'Edit' button in the top toolbar is highlighted. The table below shows the task that was acquired from the Free Tasks page.

| Action | Priority | Process Name                                | Process Reference Number | Application Number | Stage                 | Application Date | Branch | Customer Number |
|--------|----------|---|--------------------------|--------------------|-----------------------|------------------|--------|-----------------|
| Edit   | Medium   | Guarantee Issuance Internal Amendment L...  | PK2IGI000071696          | PK2IGI000071696    | DataEnrichment        | 22-03-28         | PK2    | 000153          |
| Edit   | Medium   | Guarantee Advise Internal Amendment Isla... | PK2IGIA000071690         | PK2IGIA000071690   | Approval Task Level 1 | 22-03-28         | PK2    | 001044          |
| Edit   | Medium   | Guarantee Advise Amendment Islamic          | PK2IGTU000071624         | PK2IGTU000071624   | Approval Task Level 1 | 22-03-25         | PK2    | 001044          |

The Islamic Guarantee Issuance Internal Amendment - Data Enrichment stage has three sections as follows:

- Main Details
- Additional Fields
- Advices
- Additional Details

- Settlement Details
- Summary

Let's look at the details for Islamic Guarantee Issuance Internal Amendment - Data Enrichment 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
- Undertaking Details

## Application Details

Refer to [Application Details](#) in the Registration section for more information of the fields.

## Undertaking Details

The fields listed under this section are same as the fields listed under the [Undertaking Details](#) section in [Registration](#). Refer to [Undertaking Details](#) for more information of the fields.

## Action Buttons

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

| Field        | Description   | Sample Values |
|--------------|---|---------------|
| Reject       | <p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p> |               |
| Refer        | <p>On click of Refer, user will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul>  |               |
| 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.</p>  |               |
| Cancel       | Cancel the details captured in the screen.  |               |
| Next         | <p>Task will get moved to next logical stage of Guarantee Issuance Internal 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 in 'My Task' for working later.</p> <p>This option will not submit the request</p>  |               |



| 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 view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>   |               |
| Overrides             | <p>Click to view overrides, if any.</p>  |               |
| Customer Instructions | <p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>                  |               |
| Common Group Message  | <p>Click Common Group Message button, to send MT799 and MT999 messages from within the task.</p>   |               |
| View Undertaking      | <p>Clicking this button allows the user should to view the undertaking details.</p>  |               |

## Additional Fields

This stage displays the additional fields based on the User defined fields maintained in the system.

## Action Buttons

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

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

| Field            | Description   | Sample Values |
|------------------|---|---------------|
| Hold             | The details provided will be on hold.<br>This option is used, if there are any pending information yet to be received from applicant.   |               |
| Cancel           | Cancel the Guarantee Issuance Internal Amendment inputs.  |               |
| Next             | Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.<br>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. |               |
| Save & Close     | Save the information provided and holds the task in you queue for working later.<br>This option will not submit the request   |               |
| Documents        | Click the Documents icon to View/Upload the required documents.<br>Application will display the mandatory and optional documents.   |               |
| Remarks          | Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.   |               |
| Overrides        | Click to view overrides, if any.  |               |
| View Undertaking | Clicking this button allows the user should to view the undertaking details.  |               |

## Advices

This section defaults the advices maintained for the product based on the advices maintained at the Product level. The Data Enrichment user can verify the Advices data segment of Islamic Guarantee Issuance Internal Amendment.

Guarantee Issuance Internal Amendment Islamic  
DataEnrichment :: Application No:- PK2IGII000071696

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

Main Details  
Additional Fields  
Advices  
Additional Details  
Settlement Details  
Summary

Advices

|   |   |  |  |
|---|---|--|--|
| Advice : GUA_AMD_INSTR<br>Advice Name : GUA_AMD_INSTR<br>Advice Party : ABK<br>Party Name : WELLS FARGO LA<br>Suppress : NO<br>Advice             | Advice : GUA_AMD_INSTR<br>Advice Name : GUA_AMD_INSTR<br>Advice Party : ABK<br>Party Name : WELLS FARGO LA<br>Suppress : NO<br>Advice             | Advice : AMD_IMP_CR<br>Advice Name : AMD_IMP_CR<br>Advice Party : APP<br>Party Name : NATIONAL FREIGHT CORP<br>Suppress : NO<br>Advice | Advice : AMD_IMP_CR<br>Advice Name : AMD_IMP_CR<br>Advice Party : APP<br>Party Name : NATIONAL FREIGHT CORP<br>Suppress : NO<br>Advice |
| Advice : LC_CASH_COL_A...<br>Advice Name : LC_CASH_COL_ADV<br>Advice Party : APP<br>Party Name : NATIONAL FREIGHT CORP<br>Suppress : NO<br>Advice | Advice : LC_CASH_COL_A...<br>Advice Name : LC_CASH_COL_ADV<br>Advice Party : APP<br>Party Name : NATIONAL FREIGHT CORP<br>Suppress : NO<br>Advice | Advice : PAYMENT_MESS...<br>Advice Name : PAYMENT_MESSAGE<br>Advice Party :<br>Party Name :<br>Suppress : NO<br>Advice                 | Advice : PAYMENT_MESS...<br>Advice Name : PAYMENT_MESSAGE<br>Advice Party :<br>Party Name :<br>Suppress : NO<br>Advice                 |

Audit Reject Refer Hold Cancel Save & Close Back Next

Screen ( 3 / 6 )

The user can also suppress the Advice, if required.

Advice Details x

---

Suppress Advice
 Advice Name: GUA\_AMD\_INSTR
Medium: SWIFT
Advice Party: ABK

Party ID: 001041
Party Name: WELLS FARGO LA

---

FFT Code +

| FFT Code  | FFT Description | Action |
|-----------|-----------------|--------|
| GUARAMEND |                 |        |

Page 1 of 1 (1 of 1 items) K < 1 > »

---

Instructions +


| Instruction Code | Instruction Description | Edit | Action |
|------------------|-------------------------|------|--------|
| NOTIFY           | INSTRUCTION CODE        |      |        |

OK Cancel

| Field           | Description  | Sample Values |
|-----------------|--|---------------|
| Suppress Advice | <p><b>Toggle on:</b> Switch on the toggle if advice is suppressed.</p> <p><b>Toggle off:</b> 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      | Read only field.<br>Value be defaulted from Guarantee /SBLC Issuance.  |               |

| FFT Code        |   |  |
|-----------------|---|--|
| 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.  |  |
| Action          | <p>Click delete icon to remove any existing FFT code.</p> <p>Click edit icon to modify any existing FFT code.</p> |  |

Instructions

| 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.   |               |
| Edit  | Click edit icon to modify any existing instruction code.   |               |
| Action  | Click delete icon to remove any existing instruction code.<br>Click edit icon to modify any existing instruction code. |               |

### Action Buttons

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

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

| Field            | Description   | Sample Values |
|------------------|---|---------------|
| Hold             | The details provided will be on hold.<br>This option is used, if there are any pending information yet to be received from applicant.   |               |
| Cancel           | Cancel the Guarantee Issuance Internal Amendment inputs.  |               |
| Next             | Task will get moved to next logical stage of Guarantee Issuance Internal Amendment.<br>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. |               |
| Save & Close     | Save the information provided and holds the task in you queue for working later.<br>This option will not submit the request   |               |
| Back             | On clicking the Back, system should move the task to the previous segment.  |               |
| Documents        | Click the Documents icon to View/Upload the required documents.<br>Application will display the mandatory and optional documents.   |               |
| Remarks          | Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.   |               |
| Overrides        | Click to view overrides, if any.  |               |
| View Undertaking | Clicking this button allows the user should to view the undertaking details.  |               |

## Additional Details

In the Additional details section, user can enter the basic additional details Data Segment of Islamic Internal Amendment of Guarantee/ SBLC Issued request. User can change the values in 'Limits and Collateral' section and 'Charges and Commission' section.

The customer can request for change to existing Line or cash collateral or replacing Line with Cash or vice-versa.

Guarantee Issuance Internal Amendment Islamic  
DataEnrichment :: Application No:- PK2IGI000071696

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

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

Screen ( 4 / 6)

| Limit & Collateral  | Charge Details                                      | Preview Message                   |
|---|---|-----------------------------------|
| Limit Currency :<br>Limit Contribution :<br>Limit Status :<br>Collateral Currency : <b>GBP</b><br>Collateral : <b>1000</b><br>Contribution : <b>Not Verified</b><br>Collateral Status : | Charge :<br>Commission :<br>Tax :<br>Block Status : | Language :<br>Preview Message : - |

Reject Refer Hold Cancel Save & Close Back Next

## Limit and Collateral

In this section user can to attach more than one line.

Limit & Collateral

Limit Details

| <input type="checkbox"/> | Customer ID | Line ID | Contribution % | Contribution Currency | Contribution Amount | Limit Check Response | Response Message | Edit   | Delete |
|--------------------------|-------------|---------|----------------|-----------------------|---------------------|----------------------|------------------|--------|--------|
| <input type="checkbox"/> | 001044      |         | 100            | GBP                   | \$1,212.00          |                      |                  | 001044 |        |

Collateral Details

| <input type="checkbox"/> | Collateral Type | Collateral % | Currency | Contribution Amount | Settlement Account | Account Balance Check Response | Response Message | Edit            | Delete |
|--------------------------|-----------------|--------------|----------|---------------------|--------------------|--------------------------------|------------------|-----------------|--------|
| <input type="checkbox"/> | Cash Collateral | 8            | GBP      | \$96.96             | PK20010440017      |                                |                  | Cash Collateral |        |

Save & Close Close

## Limits Details

Limit Details
✕

Customer Id  
001183 🔍

Contribution % \*  
67.0 ▼ ▲

Contribution Currency  
 

Limit Currency  
EUR  

Limit Check Response  
 

Expiry Date  
  📅

Line ID \*  
001183 🔍

Limits Description  
 


Contribution Amount \*  
  \$812.04

Limit Available Amount  
 


Response Message  
  Verification is not required

Verify
Save & Close
Close

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

| Field   | Description   | Sample Values |
|---|---|---------------|
|  | Click plus icon to add new Limit Details.   |               |
| Delete icon   | Click delete icon to remove any existing Limit Details.   |               |
| Edit icon   | Click edit icon to modify any existing Limit Details.   |               |
| Customer ID   | This field displays the applicant's bank customer ID.   |               |
| Line ID   | User can choose from the various lines available and mapped under the customer id gets listed in the drop down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount. |               |



| Field                  | Description  | Sample Values |
|------------------------|--|---------------|
| Contribution%          | <p>System will default this to 100% and user can modify. System will display an alert message, if modified.</p> <p>Once contribution % is provided, system will default the amount.</p> <p>System to validate that if Limit Contribution% plus Collateral% is equal to 100. If the total percentage is not equal to 100 application will display an alert message.</p> <p><br/><b>Note</b></p> <p>The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified."</p> |               |
| Limits Description     | Description of limit.  |               |
| Contribution Currency  | The guarantee currency will be defaulted in this field.  |               |
| Contribution Amount    | User can enter the contribution amount to be utilized under the selected limit.  |               |
| Limit Currency         | Limit Currency will be defaulted in this field.  |               |
| Limit Available Amount | This field will display the value of available limit, i.e., limit available without any earmark.   |               |
| Limit Check Response   | Response can be 'Success' or 'Limit not Available'.  |               |
| Response Message       | Detailed Response message.   |               |
| Expiry Date            | This field displays the date up to which the Line is valid   |               |

## Collateral Details

Collateral Details
✕

Collateral Type \*  
Cash Collateral ▼

Currency  
GBP

Settlement Account \*  
PK20010440017 🔍

Settlement Account Currency  
GBP

Response  
Available

Verify

Collateral % \*  
8.0 ▼ ▲

Contribution Amount \*  
£96.96


Settlement Account Branch  
PK2

Account Available Amount  
£999,999,999,959,100,400.00

Response Message  
The amount block can be performed as

✔ Save & Close
✕ Cancel

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

| Field   | Description   | Sample Values |
|---|---|---------------|
|  | Click plus icon to add new Collateral Details.  |               |
| Delete icon   | Click delete icon to remove any existing Collateral Details.  |               |
| Edit icon   | Click edit icon to modify any existing Collateral Details.  |               |
| Collateral Type   | <p>Cash Collateral (CASA) will be the default value available as collateral type. User can select either Cash Collateral or Deposits.</p> <p>System defaults the collateral % maintained for the customer into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product.</p> <p>User can modify the defaulted collateral percentage, in which case system should display an override message “Defaulted Collateral Percentage modified”.</p> |               |

| Field                       | Description  | Sample Values |
|-----------------------------|--|---------------|
| Collateral %                | <p>User must enter the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message.</p> <p>System defaults the collateral % maintained for the customer into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product.</p> <p>User can modify the defaulted collateral percentage, in which case system should display an override message "Defaulted Collateral Percentage modified".</p> |               |
| Currency                    | <p>Read only field.</p> <p>The guarantee currency will get defaulted in this field.</p>  |               |
| Contribution Amount         | <p>Collateral drawing amount will get defaulted in this field.</p> <p>System defaults the collateral % maintained for the customer into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product.</p> <p>User can modify the defaulted collateral percentage, in which case system should display an override message "Defaulted Collateral Percentage modified".</p>   |               |
| Settlement Account          | Select the settlement account for the collateral.  |               |
| Settlement Account Branch   | Settlement Account Branch will be auto-populated based on the Settlement Account selection.  |               |
| Settlement Account Currency | Settlement Account Currency will be auto-populated.  |               |
| Account Available Amount    | <p>Account Available Amount will be auto-populated based on the Settlement Account selection.</p> <p>The value in this field appear when the user clicks <b>Verify</b> button.</p>   |               |
| Response                    | <p>Response can be 'Success' or 'Amount not Available'.</p> <p>The value in this field appear when the user clicks <b>Verify</b> button.</p>   |               |
| Response Message            | <p>Detailed Response message.</p> <p>The value in this field appear when the user clicks <b>Verify</b> button.</p>   |               |

## Charge Details

After Advices, clicking on Next button and landing on the additional tab, charges and tax if any will get defaulted from Back end simulation. 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
✕

Recalculate
Redefault

⏪ Charge Details

| Component  | Currency | Amount | Modified | Billing                             | Defer                               | Waive                    | Charge Party | Settlement Account |
|------------|----------|--------|----------|-------------------------------------|-------------------------------------|--------------------------|--------------|--------------------|
| LICOURAMND | GBP      | £50.00 |          | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |              |                    |
| LISWIFTAMN | GBP      | £50.00 |          | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |              |                    |

⏪ Commission Details

| Component  | Rate | Modified | Currency | Amount | Modified | Defer                               | Waive                               | Charge Party | Settlement Account |
|------------|------|----------|----------|--------|----------|-------------------------------------|-------------------------------------|--------------|--------------------|
| AGLUS_COMM | 1    |          | GBP      | £8.22  |          | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |              | PK1000325025       |

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

⏪ Tax Details

| Component | Currency | Amount  | Billing                             | Defer                               | Settlement Account |
|-----------|----------|---------|-------------------------------------|-------------------------------------|--------------------|
| LITAX     | GBP      | £800.00 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | PK1000325025       |
| LITAX1    | GBP      | £0.00   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | PK1000325025       |
| LITAX2    | GBP      | £0.41   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | PK1000325025       |

Save & Close
Close

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

| Field     | Description  | Sample Values |
|-----------|--|---------------|
| Component | Charge Component type.   |               |
| Currency  | Defaults the currency in which the charges have to be collected.   |               |
| Amount    | An amount that is maintained under the product code gets defaulted in this field. User can edit the value, if required.  |               |
| Modified  | User can enter a new amount in 'Modified' field. This will be the new charge for the modified component.   |               |
| 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 OBTFFPM.</p> <p>The user can not select/de-select the check box if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p> |               |

| Field              | Description  | Sample Values |
|--------------------|--|---------------|
| Defer              | <p>If 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 option has to be enabled.</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 | Select the settlement account.   |               |

## Commission Details

| Commission Details |      |     |            |          |                          |                          |              |                    |                      |
|--------------------|------|-----|------------|----------|--------------------------|--------------------------|--------------|--------------------|----------------------|
|                    | Rate |     |            | Modified | Defer                    | Waive                    | Charge Party | Settlement Account |                      |
| AGUIR_COMM         | 1.5  | GBP | £17,530.74 |          | <input type="checkbox"/> | <input type="checkbox"/> |              | 30000015050028     | <input type="text"/> |

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

| Field     | Description   | Sample Values |
|-----------|---|---------------|
| Component | Select the commission component   |               |
| Rate      | Defaults from product. User can change the rate, if required.   |               |
| Currency  | Defaults the currency in which the commission needs to be collected   |               |
| Amount    | An amount that is maintained under the product code defaults in this field. User can modify the value, if required.     |               |
| Modified  | From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field. |               |
| 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.<br><br>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. |               |
| Charge Party       | Charge party will be 'Applicant' by Default. You can change the value to Beneficiary.   |               |
| Settlement Account | Select the settlement account.  |               |

## Tax Details

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.

Following Tax Details will be displayed:

| Tax Details |     |        |                          |                          |                    |   |
|-------------|-----|--------|--------------------------|--------------------------|--------------------|---|
|             |     |        | Billing                  | Defer                    | Settlement Account |   |
| LCTAX       | GBP | 8000   | <input type="checkbox"/> | <input type="checkbox"/> | 30000015050028     | 🔍 |
| LCTAX       | GBP | 8000   | <input type="checkbox"/> | <input type="checkbox"/> | 30000015050028     | 🔍 |
| LCTAX1      | GBP | 0      | <input type="checkbox"/> | <input type="checkbox"/> | 30000015050028     | 🔍 |
| LCTAX1      | GBP | 0      | <input type="checkbox"/> | <input type="checkbox"/> | 30000015050028     | 🔍 |
| LCTAX2      | GBP | 876.54 | <input type="checkbox"/> | <input type="checkbox"/> | 30000015050028     | 🔍 |
| LCTAX2      | GBP | 876.54 | <input type="checkbox"/> | <input type="checkbox"/> | 30000015050028     | 🔍 |

| 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.                            |               |
| Billing            | If tax are 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.   |               |
| Settlement Account | Select the settlement account.  |               |

## Preview

The bank user can view a preview of the outgoing SWIFT message and advise simulated from back office. The preview message simulated from the back office and the user can view the message.

The screenshot displays two side-by-side preview windows. The left window, titled 'Preview - SWIFT Message', has a 'Language' dropdown set to 'English' and a 'Message Type' dropdown set to '799'. Below these are two preview panes. The top pane shows a SWIFT message header with fields like 'Original Received from Application - Outgoing Draft', 'Priority/Delivery : Normal', 'Swift Input : FIN 799 Free Format Message', and 'Sender Swift address : AAEMNL21XXX'. The bottom pane shows 'Message-User-Reference : 3352055789587647' and 'Message-Text' with transaction details. The right window, titled 'Preview - Mail Advice', has a 'Language' dropdown set to 'English' and an 'Advice Type' dropdown set to 'DEBIT\_ADVICE'. It shows a 'Debit Advice' for '11-JAN-20' with a reference number 'PK2GUR19081AMRI'. At the bottom right of the interface are 'Save & Close' and 'Close' buttons.

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

## Action Buttons

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

| Field          | Description  |
|----------------|--|
| Reject         | <p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>The reject codes are:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others. The user would be able to select a Reject code and give a Reject Description.</li> </ul> <p>Other users should be able to see the reject reason in remarks window throughout the process.</p> |
| Refer          | <p>User will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others</li> </ul>  |
| Hold           | <p>The details provided will be registered and status will be on hold.</p>   |
| Cancel         | <p>Cancels the details captured in the screen. The task will get deleted.</p>  |
| Save and Close | <p>User will save the information provided and close the details captured.</p> <p>This option will not submit the request.</p>   |
| Back           | <p>On click <b>Back</b>, user navigates to previous step.</p>  |
| Documents      | <p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p>   |
| Remarks        | <p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>   |
| Overrides      | <p>Click to view overrides, if any.</p>  |



| Field            | Description  |
|------------------|--|
| View Undertaking | Clicking this button allows the user should to view the undertaking details. |

## Settlement Details

In the Settlement details section, user can enter the basic settlement details Data Segment of Internal Amendment of Guarantee/ SBLC Issuance request. The user can view the settlement details during Closure of Guarantee/SBLC Issued request.

Guarantee Issuance Internal Amendment Islamic  
DataEnrichment :: Application No:- PK2IGI000071696

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

Main Details  
Additional Fields  
Advices  
Additional Details  
Settlement Details  
Summary

Settlement Details  
 Current Event

Screen ( 5 / 6)

| Component       | Currency | Debit/Credit | Account      | Account Description   | Account Currency | Netting Indicator | Current Event |
|-----------------|----------|--------------|--------------|-----------------------|------------------|-------------------|---------------|
| AGLIR_COM1_LIQD | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COM1_LIQD | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COM1_LQRS | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COM1_LQRS | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COMM_LIQD | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COMM_LIQD | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COMM_LQRS | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AGLIR_COMM_LQRS | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AVL_SET_LCAMT   | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |
| AVL_SET_LCAMT   | GBP      | Debit        | PK1000325025 | NATIONAL FREIGHT CORP | GBP              | No                | No            |

AGLIR\_COMM\_LIQD - Party Details

Transfer Type

Charge Details

Netting Indicator

Ordering Customer

Ordering Institution

Senders Correspondent

Receivers Correspondent

Intermediary Institution

Account With Institution

Beneficiary Institution

Ultimate Beneficiary

Intermediary Reimbursement Institution

Payment Details

Sender To Receiver 1

Sender To Receiver 2

Sender To Receiver 3

Sender To Receiver 4

Sender To Receiver 5

Sender To Receiver 6

Remittance Information

Payment Detail 1

Payment Detail 2

Payment Detail 3

Payment Detail 4

Audit

Reject Refer Hold Cancel Save & Close Back Next

The following fields should be displayed during Closure of Guarantee/SBLC Issued:

| 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     | Read only field.<br>System defaults the components based on the product selected.   |               |
| Currency      | Read only field.<br>System displays the currency for components.  |               |

| Field               | Description   | Sample Values |
|---------------------|---|---------------|
| Debit/Credit        | Read only field.<br>System defaults the debit/credit indicators for the components.             |               |
| Account             | Read only field.<br>System displays the account number chosen.                                  |               |
| Account Description | Read only field.<br>System displays the account description for the account chosen.             |               |
| Account Currency    | Read only field.<br>System displays the account currency for all items based on account number. |               |
| Netting Indicator   | System displays the applicable Netting Indicator.   |               |
| Current Event       | System displays the current event as Y or N.  |               |

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

### Party Details

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

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

| Field                                  | Description   | Sample Values |
|--|---|---------------|
| Receivers Correspondent                | Select the receivers correspondent from the LOV.                |               |
| Intermediary Institution               | Select the intermediary institution from the LOV.               |               |
| Account with Institution               | Select the account with institution from the LOV.               |               |
| Beneficiary Institution                | Select the beneficiary institution from the LOV.                |               |
| Ultimate Beneficiary                   | Select the ultimate beneficiary from the LOV.                   |               |
| Intermediary Reimbursement Institution | Select the intermediary reimbursement institution from the LOV. |               |

### Payment Details

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

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

### Remittance Information

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

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

### Summary

User can review the summary of details updated in Data Enrichment Isamic Internal Amendment of Guarantee/SBLC Issuance.

The Summary tiles must display a list of important fields with values. User can drill down from Summary Tiles into respective data segments.

Guarantee Issuance Internal Amendment Islamic  
DataEnrichment :: Application No:- PK2IGI1000071696

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

Main Details Additional Fields Advices Additional Details Settlement Details Summary

Screen ( 6 / 6)

| Main Details   | Guarantee Details                            | Limits and Collaterals   | Commission,Charges and Taxes   |
|--|--|--|--|
| SBLC/Guarantee Type :<br>Submission Mode : <b>Desk</b><br>Date of Issue : <b>2021-05-05</b>  | FFT Code 1 :<br>FFT Code 2 :                 | Limit Currency :<br>Limit Contribution :<br>Limit Status : <b>Not Verified</b><br>Collateral Currency : <b>GBP</b><br>Collateral Contr. : <b>1000</b><br>Collateral Status : <b>Not Verified</b> | Charge : <b>GBP200</b><br>Commission : <b>GBP49.32</b><br>Tax : <b>GBP1600.9</b><br>Block Status : <b>Not Initia</b> |
| Advices  | Preview Messages                             | Additional Fields  | Settlement Details   |
| Advice 1 : <b>GUA_AMD_IN</b><br>Advice 2 : <b>GUA_AMD_IN</b><br>Advice 3 : <b>AMD_IMP_CR</b><br>Advice 4 : <b>AMD_IMP_CR</b><br>Advice 5 : <b>LC_CASH_CO</b> | Language : <b>ENG</b><br>Preview Message : - | Click here to view :<br>Additional fields  | Component : <b>OTHBNKCHG_</b><br>Account Number : <b>PK1000325025</b><br>Currency : <b>GBP</b>                       |
| Parties Details  | Accounting Details                           |  |  |
| Advising Bank : <b>WELLS FARG</b><br>Applicant : <b>NATIONAL F</b><br>Beneficiary : <b>GOODCARE PLC</b>  | Event :<br>Account Number :<br>Branch :      |  |  |

Reject Refer Hold Cancel Save & Close Back Next Submit

### Tiles Displayed in Summary

- Main Details - User can view the application details and LC details. User can only view but cannot modify the details.
- Guarantee Details - User can view the Guarantee details.
- Limits and Collaterals - User can view the limits and collateral details. User can only view but cannot modify the details.
- Commission Charges and Taxes - User can view the details provided for charges. User can only view but cannot modify the details.
- Advices - User can view the advice details.
- Preview Messages - User can have the preview of message.
- Settlement Details - User can view the Settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc. User can only view but cannot modify the details.
- Accounting Details - User can view the accounting entries generated by back office system.



#### Note

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

### Action Buttons

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

| Field                 | Description   | Sample Values |
|-----------------------|---|---------------|
| Request Clarification | On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details. |               |

| Field                 | Description   | Sample Values |
|-----------------------|---|---------------|
| Reject                | <p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p> |               |
| Refer                 | <p>On click of Refer, user will be able to refer the task back to the previous stage user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>  |               |
| 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.</p>  |               |
| Cancel                | <p>Cancel the Guarantee Issuance Internal Amendment inputs.</p>   |               |
| Next                  | <p>Task will get moved to next logical stage of Guarantee Issuance Internal 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 in you queue for working later.</p> <p>This option will not submit the request</p>  |               |
| Clarification Details | <p>Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.</p>  |               |
| Documents             | <p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p>  |               |

| Field            | Description   | Sample Values |
|------------------|---|---------------|
| Remarks          | Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users. |               |
| Overrides        | Click to view overrides, if any.  |               |
| View Undertaking | Clicking this button allows the user should to view the undertaking details.  |               |

## Multi Level Approval

The Approval user can view the summary of details updated in multilevel approval stage of Guarantee Issuance Internal Amend request.

Log in into OBTFPM application and acquire 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.

The user should be able to view the Approval summary.

## Summary

Guarantee Issuance Internal Amendment Islamic  
Approval Task Level 1 :: Application No:- PK2IGI000011784

Documents Remarks Overrides Customer Instruction Incoming Message View Undertaking

| Main Details  | Guarantee Details                    | Limits and Collaterals   | Commission,Charges and Taxes  | Advices  |
|---|--------------------------------------|--|---|--|
| SBLC/Guarantee Type :<br>Submission Mode : <b>Desk</b><br>Date of Issue : <b>2021-05-05</b> | FFT Code 1 :<br>FFT Code 2 :         | Limit Currency :<br>Limit Contribution :<br>Limit Status : <b>Not Verified</b><br>Collateral Currency : <b>GBP</b><br>Collateral Contr. : <b>1000</b><br>Collateral Status : <b>Not Verified</b> | Charge : <b>GBP100</b><br>Commission : <b>GBP8.22</b><br>Tax : <b>GBP800.41</b><br>Block Status : <b>Failed</b> | Advice 1 : <b>AMD_IMP_CR</b><br>Advice 2 : <b>LC_CASH_CO</b><br>Advice 3 : <b>GUA_AMD_IN</b><br>Advice 4 : <b>PAYMENT_ME</b> |
| Preview Messages  | Additional Fields                    | Settlement Details   | Parties Details   | Accounting Details   |
| Language : <b>ENG</b><br>Preview Message : --   | Click here to view Additional fields | Component : <b>OTHBNKCHG</b><br>Account Number : <b>PK1000325025</b><br>Currency : <b>GBP</b>  | Applicant : <b>NATIONAL F</b><br>Beneficiary : <b>Trade Indi</b>  | Event :<br>AccountNumber :<br>Branch :   |
| Exception(Approval)   |                                      |  |   |  |
| AmountBlockKYC : <b>EXCEPTION</b><br>PLEASE VISIT<br>REMARKS FOR MORE<br>DETAILS            |                                      |  |   |  |

Audit Reject Hold Refer Cancel Approve

### Tiles Displayed in Summary:

The tiles pertaining to the fields that are amended is highlighted in different color for the approver user.

- Main Details - User can view the application details and LC details. User can only view but cannot modify the details.
- Guarantee Details - User can view the Guarantee details.
- Limits and Collaterals - User can view the limits and collateral details. User can only view but cannot modify the details.
- Commission Charges and Taxes - User can view the details provided for charges. User can only view but cannot modify the details.
- Advices - User can view the advice details.

- Preview Messages - User can have the preview of message.
- Settlement Details - User can view the Settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc. User can only view but cannot modify the details.
- Accounting Details - User can view the accounting entries generated by back office system.



**Note**

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

**Documents and Checklist**

- Documents: Approval user can open the uploaded documents and verify them.
- Checklist: Verify the uploaded documents.
- Remarks: Approval user can view the remarks captured in the process during earlier stages.

**Action Buttons**

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

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

| Field   | Description  | Sample Values |
|---------|--|---------------|
| Cancel  | Cancel the Guarantee Issuance Internal Amendment approval.   |               |
| Approve | On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting. |               |

## Handoff

Once the task is Approved, the task is handed off to the back office for postings. In the back office, the relevant accounting entries are posted, advises are generated, charges and tax to be collected are posted.

In case there is a failure in Handoff, the task goes to retry handoff queue. The user can manually try to initiate handoff.



## Format of Guarantee Internal Amendment Registration Acknowledgment Letter

1

<BANK NAME>  
<ADDRESS>  
|

To:

<CUSTOMER NAME> DATE: DD-MM-YYYY  
<CUSTOMER ADDRESS>

Dear Sir,

SUB: Acknowledgement to your Guarantee / SBLC Internal Amendment- Application number <USER REFERENCE>  
dated <APPLICATION DATE>

This letter is to let you know that we have received your application requesting Internal Amendment to Guarantee/ SBLC  
Issued with the below details.

APPLICATION DATE: <APPLICATION DATE>

APPLICANT NAME: <APPLICANT NAME>

YOUR REFERENCE NO: <USER REFERENCE NUMBER>

OUR REF NUMBER: <PROCESS REF NUMBER>

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

This acknowledgement does not warrant Internal Amendment of Guarantee/SBLC on you behalf.

Thank You for banking with us.

Regards,

<DEMO BANK>

## Format of Response from Customer

**FROM:**

<BANK NAME>

<BANK ADDRESS>

**TO:**

DATE <dd/mm/yyyy>

<CUSTOMER NAME>

<CUSTOMER ADDRESS>

<CUSTOMER ID>

Dear Sir,

SUB: Your Guarantee Internal Amendment Application <User Ref> under our Process Ref <Process Ref No> -  
Rejected

Further to your recent Guarantee/SBLC cancellation application request dated <Application Date -dd/mm/yy>, under our process ref no <process ref no>, this is to advise you that we will not be able to process Internal Amendment of the undertaking.

After a thorough review of your application and the supporting documents submitted, we have concluded we will not be able to process Internal amendment of the undertaking due to the below reasons

1. XXXXXXXXX
2. XXXXXXXXX
3. XXXXXXXXX

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 Internal Amendment of the undertaking, please contact us at <bank customer support ph.no>

Yours Truly

<Authorized Signatory>

|  |        |
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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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