

Import LC Closure User Guide  
**Oracle Banking Trade Finance Process Management**  
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Oracle Banking Trade Finance Process Management - Import LC Closure 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.

# Import LC Closure

This process handles the Import LC Closure request.

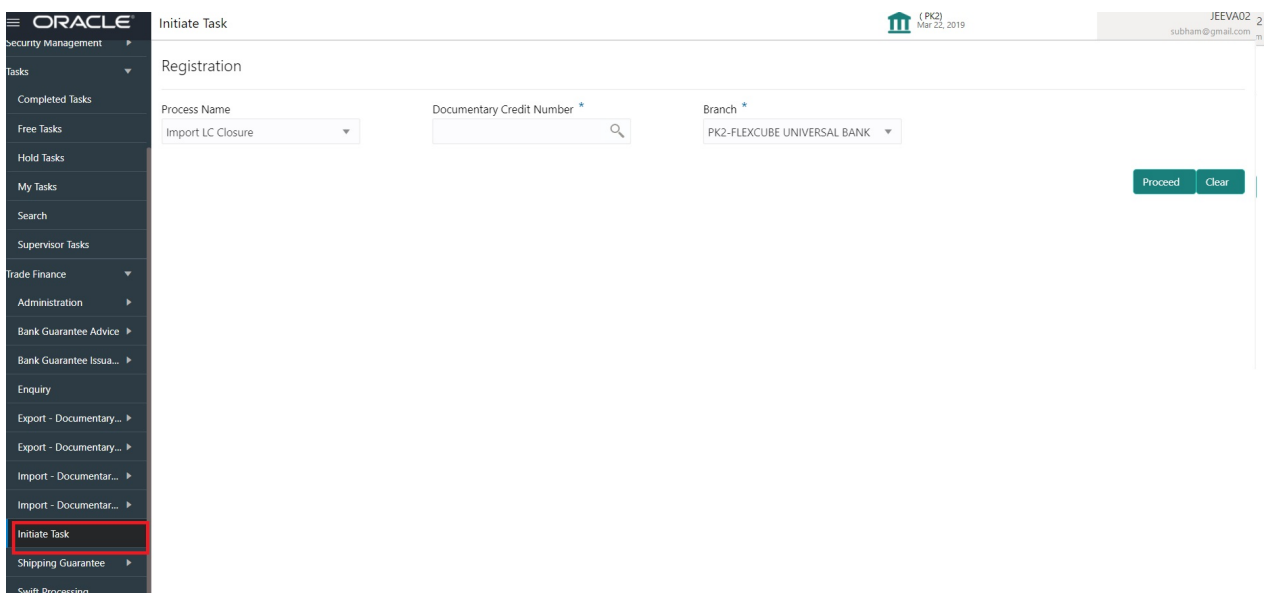
This section contains the following topics:

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

## Common Initiation Stage

The user can initiate the new Import LC Closure 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.
Documentary Credit Number	Select the Documentary Credit 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.

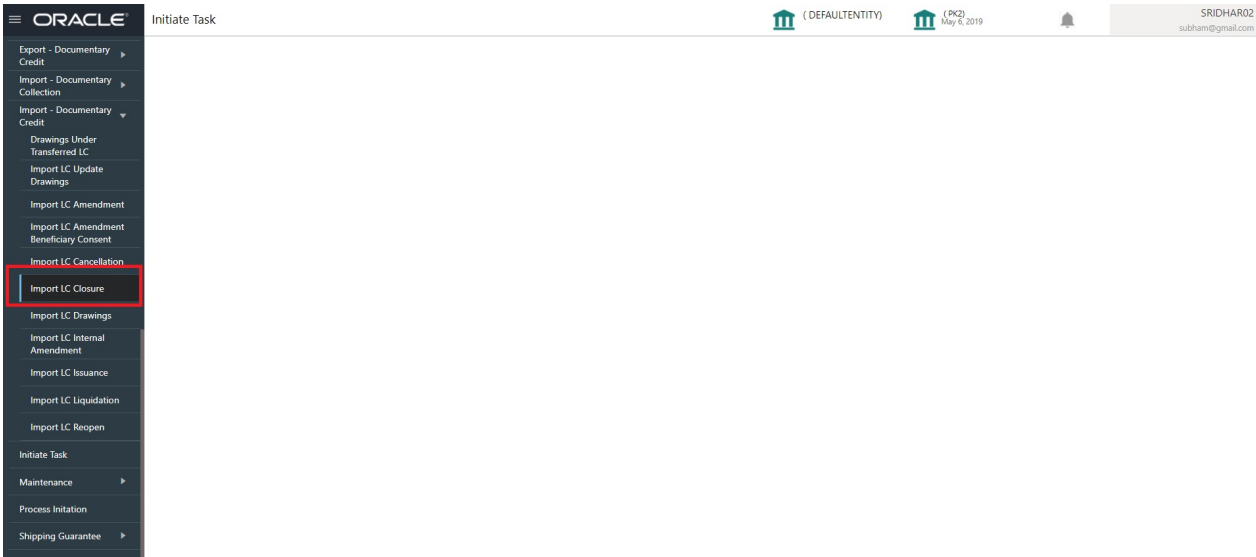
## Registration

The Import LC Closure request received will be initiated in the Registration Stage.

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

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

### 3. Click Trade Finance> Import Documentary Credits> Import LC Closure.




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

### Application Details

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

Field	Description	Sample Values
Documentary Credit Number	Provide the documentary credit number. Alternatively, user can search the documentary credit number using LOV.  In LOV search/advanced LOV search, user can input Customer ID, Beneficiary, Currency, Amount and User Reference to fetch the LC details. Based on the search result, select the applicable LC to be closed.	

Field	Description	Sample Values
Received From - Customer ID	Read only field. Customer ID will be auto-populated based on the selected LC.	001344
Customer Name	Read only field. Customer Name will be auto-populated based on the selected LC.	EMR & CO
Branch	Read only field. Branch details will be auto-populated based on the selected LC.	203-Bank Futura -Branch FZ1
Process Reference Number	Unique OBTFPM task reference number for the transaction. This is auto generated by the system based on process name and branch code.	
Priority	System will default the Priority as Low/Medium/High based on maintenance.	High
Submission Mode	Select the submission mode of Import LC Closure request. By default the submission mode will have the value as 'Desk'. <b>Desk-</b> Request received through Desk <b>Fax-</b> Request received through Fax <b>Email-</b> Request received through Email <b>Courier-</b> Request received through Courier	Desk
Transaction Date	By default, the application will display branch's current date.  <b>Note</b> Future date selection is not allowed.	04/13/2018
Customer Reference Number	User can enter the 'Reference number' provided by the applicant/ applicant bank. Enables the user to provide a unique Customer Reference Number for the closure.	



## LC Details

<b>LC Details</b> LC Type Sight	Product Code ILSR	Product Description Import LC Sight Revolving advance Per	Advising Bank 001185 RBS PLC
Form of Documentary Credit IRREVOCABLE	Date of Issue May 5, 2021	Applicable Rules UCP LATEST VERSION	Date of Expiry May 31, 2021
Place of Expiry LONDON	Applicant Bank 	Applicant 001044 GOODCARE PLC	Beneficiary 001204 PK2WALKIN1
Currency Code & Amount GBP £100,000.00	Amount In Local Currency GBP £100,000.00	Percentage Credit Amount /	Additional Amount Covered 
Shipping Guarantee Reference 	Auto Close <input type="checkbox"/>	Closure Date Jun 30, 2021	

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

Field	Description	Sample Values
LC Type	Read only field. LC type will be populated based selected LC using documentary credit number.	
Product Code	Read only field. This field displays the product code of the selected LC.	
Product Description	Read only field. This field displays the description of the product as per the product code.	
Advising Bank	Read only field. This field displays the advising bank details (if provided) of the selected LC.	
40A - Form of Documentary Credit	Read only field. This field displays the form of documentary credit details of the selected LC.	
Date of Issue	Read only field. This field displays the LC issuance date.	
Applicable Rules	Read only field. This field displays the rules of the selected LC.	
Date Of Expiry	Read only field. This field displays the expiry date of the selected LC.	09/30/18
Place of Expiry	Read only field. This field displays the place of expiry of the selected LC.	
Applicant Bank	Read only field. This field displays the applicant bank details of the selected LC.	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
Applicant	Read only field. This field displays the details of the applicant of the selected LC.	
Beneficiary	Read only field. This field displays the beneficiary details of the selected LC.	
Currency Code, Amount	Read only field. This field displays the value of LC along with the currency details of the selected LC.	
Amount In Local Currency	Read only field. This field displays the amount of LC along in local currency.	
Percentage Credit Amount Tolerance	Read only field. This field displays the percentage credit amount tolerance details of the selected LC.	
Additional Amount Covered	Read only field. This field displays the details of additional amount covered of the selected LC.	
Shipping Guarantee Reference	Read only field. This field displays the details of additional amount covered of the selected LC.	
Auto Close	Read only field. System default the value from the previous versions of the contracts.	
Closure Date	Read only field. System default the value from the previous versions of the contracts.	

## Miscellaneous

Import LC Closure

Signatures
Documents
Remarks
Customer Instruction
Common Group Messages

---

**Application Details**

Documentary Credit Number  
PK2ILSR21125AUJK

Process Reference Number  
PK2ILCC000071098

Customer Reference Number  
4646

Customer Id  
001044

Priority  
Medium

Customer Name  
GOODCARE PLC

Submission Mode  
Desk

Branch  
PK2-Oracle Banking Trade Finan...

Transaction Date  
May 5, 2021

View LC View LC Events

---

**LC Details**

LC Type  
Sight

Form of Documentary Credit  
IRREVOCABLE

Place of Expiry  
LONDON

Currency Code & Amount  
GBP £100,000.00

Shipping Guarantee Reference

Product Code  
ILSR

Date of Issue  
May 5, 2021

Applicant Bank

Amount In Local Currency  
GBP £100,000.00

Auto Close

Product Description  
Import LC Sight Revolving advance Per

Applicable Rules  
UCP LATEST VERSION

Applicant  
001044 GOODCARE PLC

Percentage Credit Amount  
/

Closure Date  
Jun 30, 2021

Advising Bank  
001185 RBS PLC

Date of Expiry  
May 31, 2021

Beneficiary  
001204 PK2WALKIN1

Additional Amount Covered

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Signature	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>	
Documents	Upload the documents received under the Documentary Collection.	
Remarks	Provide any additional information regarding the collection. This information can be viewed by other users handling the request.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li><b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li><b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	

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

## Data Enrichment

As part of Data Enrichment, user can enter/update details of the Import LC Closure.

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 profile.

The dashboard for Futura Bank displays several widgets. The 'Draft Confirmation Pending' widget shows a table with columns for Customer Name, Application Date, and Status. The 'Hand-off Failure' widget shows a table with Branch, Process Name, and Stage Name. The 'Priority Details' widget shows a table with Branch, Process Name, and Stage Name. The 'High Value Transactions' widget is a bubble chart showing transaction values for GBP. The 'SLA Breach Details' widget shows a table with Customer Name, SLA Breached (mins), and Priority. The 'Priority Summary' widget shows a table with Branch, Process Name, and Stage Name. The 'Hold Transactions' widget shows a table with Branch, Process Name, and Stage Name. The 'SLA Status' widget shows a dropdown menu for Cucumber Testing. The 'Tasks Detailed' widget shows a dropdown menu for Cucumber Testing.

3. Click Trade Finance > Tasks > Free Tasks.

The Oracle Free Tasks page displays a table of tasks. The table has columns for Action, Priority, Process Name, Process Reference Number, Application Number, Stage, Application Date, and Branch. The 'Free Tasks' menu item is highlighted in the left sidebar.

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Cl
Acquire & Edit	M	Import LC Closure	300ILCC000031439	300ILCC000031439	DataEnrichment	20-04-25	300	0
Acquire & Edit	M	Export LC Amendment	300ELCA000031437	300ELCA000031437	Scrutiny	20-04-25	300	0
Acquire & Edit	M	Export LC Amendment	300ELCA000031430	300ELCA000031430	Approval Task Level 1		300	0
Acquire & Edit	M	Import LC Issuance	300ILCI000031420	300ILCI000031420	Scrutiny	20-04-25	300	0
Acquire & Edit	M	Import Documentary- B...	300IDCB000030171	300IDCB000030171	Registration	20-04-16	000	0
Acquire & Edit	M	Export Documentary Li...	300EDCL000030166	300EDCL000030166	DataEnrichment	20-04-16	300	0
Acquire & Edit	M	Import Documentary- B...	000IDCB000030162	000IDCB000030162	Approval Task Level 1	70-01-01	300	0
Acquire & Edit	M	Export Documentary Li...	300EDCL000030163	300EDCL000030163	DataEnrichment	20-04-16	300	0
Acquire & Edit	M	Export LC Amendment-...	300ELCA000030160	300ELCA000030160	Approval Task Level 1	70-01-01	300	0
Acquire & Edit	M	Export LC Amendment-...	300ELCA000030158	300ELCA000030158	Registration	20-04-16	300	0
Acquire & Edit	M	Import LC Issuance	300ILCI000030150	300ILCI000030150	Approval Task Level 1	70-01-01	300	0
Acquire & Edit	M	Import LC Issuance	300ILCI000030153	300ILCI000030153	Registration	70-01-01	000	0
Acquire & Edit	M	Import Documentary U...	300IDCU000030152	300IDCU000030152	Registration	20-04-16	300	0

Page 1 of 55 (1 - 20 of 1086 items) | K < 1 2 3 4 5 ... 55 > »

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

The screenshot shows the Oracle 'Free Tasks' interface. A table lists various tasks with columns for Action, Priority, Process Name, Process Reference Number, Application Number, Stage, Application Date, and Branch. The 'Acquire & Edit' button for the first task is highlighted with a red box. The table data is as follows:

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch
Acquire & Edit		Export LC Amendment	300ELCA000031446	300ELCA000031446	Scrutiny	20-04-25	300
Acquire & Edit	M	Import LC Closure	300ILCC000031439	300ILCC000031439	DataEnrichment	20-04-25	300
Acquire & Edit		Export LC Amendment	300ELCA000031437	300ELCA000031437	Scrutiny	20-04-25	300
Acquire & Edit	M	Export LC Amendment	300ELCA000031430	300ELCA000031430	Approval Task Level 1		300
Acquire & Edit	M	Import LC Issuance	300ILCI000031420	300ILCI000031420	Scrutiny	20-04-25	300
Acquire & Edit		Import Documentary- B...	300IDCB000030171	300IDCB000030171	Registration	20-04-16	000
Acquire & Edit		Export Documentary Li...	300EDCL000030166	300EDCL000030166	DataEnrichment	20-04-16	300
Acquire & Edit	M	Import Documentary- B...	000IDCB000030162	000IDCB000030162	Approval Task Level 1	70-01-01	300
Acquire & Edit		Export Documentary Li...	300EDCL000030163	300EDCL000030163	DataEnrichment	20-04-16	300
Acquire & Edit	M	Export LC Amendment-...	300ELCA000030160	300ELCA000030160	Approval Task Level 1	70-01-01	300
Acquire & Edit		Export LC Amendment-...	300ELCA000030158	300ELCA000030158	Registration	20-04-16	300
Acquire & Edit	M	Import LC Issuance	300ILCI000030150	300ILCI000030150	Approval Task Level 1	70-01-01	300
Acquire & Edit	M	Import LC Issuance	300ILCI000030153	300ILCI000030153	Registration	70-01-01	000

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. A table lists tasks with columns for Action, Priority, Process Name, Process Reference Number, Application Number, Stage, Application Date, Branch, and Customer. The 'Edit' button for the first task is highlighted with a red box. The table data is as follows:

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer
Edit	M	Import LC Closure	300ILCC000031439	300ILCC000031439	DataEnrichment	20-04-25	300	001506
Edit	M	Guarantee Advice	300GTEA000031146	300GTEA000031146	DataEnrichment	20-04-22	300	
Edit	M	Import Documentary- B...	300IDCB000031142	300IDCB000031142	DataEnrichment	20-04-22	300	001506
Edit		Export Documentary Re...	300EDCR000031090	300EDCR000031090	DataEnrichment	20-04-22	300	001506
Edit		Export Documentary Re...	000EDCR000031087	000EDCR000031087	Registration	20-04-22	000	000009
Edit		Export Documentary Up...	300EDCU000030879	300EDCU000030879	Registration	20-04-21	300	001506
Edit		Export Documentary Li...	300EDCL000030872	300EDCL000030872	Registration	20-04-21	300	001506
Edit		Export Documentary Up...	300EDCU000030868	300EDCU000030868	Registration	20-04-21	300	001506
Edit		Export Documentary Up...	000EDCU000030867	000EDCU000030867	Registration	20-04-21	000	000009
Edit	M	Guarantee Issuance	300GTEI000029484	300GTEI000029484	Registration	70-01-01	000	001507

The Data Enrichment stage has five sections as follows:

- Main Details
- Advices
- Additional Details
- Summary

Let's look at the details for Data Enrichment stage. User must be able to enter/update the following fields.

## Main Details

Main details section has two sub section as follows:

- Application Details
- LC Details

## Application Details

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

Import LC Closure  
DataEnrichment : Application No:- PK2ILCC00071098

Documents Remarks Overrides Customer Instruction Common Group Messages Signatures

Main Details

Application Details

Documentary Credit Number \*  
PK2ILSR21125AU3K

Customer Id  
001044

Customer Name  
GOODCARE PLC

Branch  
PK2-Oracle Banking Trade Finan...

Process Reference Number  
PK2ILCC00071098

Priority  
Medium

Submission Mode  
Desk

Transaction Date  
May 5, 2021

Customer Reference Number  
4646

View LC View LC Events

LC Details

LC Type  
Sight

Product Code  
ILSR

Product Description  
Import LC Sight Revolving advance Per

Advising Bank  
001185 RBS PLC

Form of Documentary Credit  
IRREVOCABLE

Date of Issue  
May 5, 2021

Applicable Rules  
UCP LATEST VERSION

Date of Expiry  
May 31, 2021

Place of Expiry  
LONDON

Applicant Bank

Applicant  
001044 GOODCARE PLC

Beneficiary  
001204 PK2WALKIN1

Currency Code & Amount  
GBP £100,000.00

Amount In Local Currency  
GBP £100,000.00

Percentage Credit Amount  
/

Additional Amount Covered

Shipping Guarantee Reference

Auto Close

Closure Date  
Jun 30, 2021

Audit Reject Refer Hold Cancel Save & Close Back Next

Following field can be amended based on the description provided in the following table:

Field	Description	Sample Values
Priority	User can change the priority defaulted' Values are High, Medium and Low.	High

## LC Details

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

LC Details

LC Type  
Sight

Product Code  
ILSR

Product Description  
Import LC Sight Revolving advance Per

Advising Bank  
001185 RBS PLC

Form of Documentary Credit  
IRREVOCABLE

Date of Issue  
May 5, 2021

Applicable Rules  
UCP LATEST VERSION

Date of Expiry  
May 31, 2021

Place of Expiry  
LONDON

Applicant Bank

Applicant  
001044 GOODCARE PLC

Beneficiary  
001204 PK2WALKIN1

Currency Code & Amount  
GBP £100,000.00

Amount In Local Currency  
GBP £100,000.00

Percentage Credit Amount  
/

Additional Amount Covered

Shipping Guarantee Reference

Auto Close

Closure Date  
Jun 30, 2021

Audit Reject Refer Hold Cancel Save & Close Back Next

## Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>	
Overrides	Click to view the overrides accepted by the user.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
Signature	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>	
View LC	Enables user to view the details of the LC.	



Field	Description	Sample Values
View LC Events	Click this button to view all the Undertaking events under the LC Issued till date.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
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"> <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> Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system.  Refer Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	





## Advices

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

DE User can view the Advices generated for Import LC Closure process.

The user can also suppress the Advice, if required.

Field	Description	Sample Values
Suppress Advice	<b>Toggle on:</b> Switch on the toggle if advice is suppressed. <b>Toggle off:</b> Switch off the toggle if suppress advice is not required for the amendments	
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.	

Field	Description	Sample Values
Party Name	Read only field. Value be defaulted from Guarantee /SBLC Issuance.	
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		
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
Documents	User can see the documents uploaded.	
Remarks	User can capture remarks as well as see remarks made in the earlier screens/stages.	
Overrides	Click to view the overrides accepted by the user.	

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"> <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>	
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"> <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>	
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.	

## Additional Details

## Charge Details

This section displays charge details:

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

Field	Description	Sample Values
Billing	<p>If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically checked in OBTFPM.</p> <p>The user can not select/de-select the check box if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>	
Defer	<p>If charges have to be deferred and collected at any future step, this toggle has to be enabled.</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 toggle 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	Details of the settlement account.	

This section displays the commission details:

Charge Details x

Recalculate
Redefault

Charge Details

Component	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
LCCLSCHG	GBP	£50.00		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		PK20010440017 <span style="float: right;">Q</span>

Commission Details

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

Page 1 (0 of 0 items) K < 1 > X

Tax Details 
Save & Close
Cancel

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

Field	Description	Sample Values
Rate	<p>Defaults from product.</p> <p>The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>	
Modified	<p>From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount 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>	
Defer	<p>If this toggle is enabled, charges/commissions has to be deferred and collected at any future step.</p>	
Waive	<p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.</p>	
Charge Party	<p>Charge party will be 'Applicant' by Default. You can change the value to Beneficiary</p>	
Settlement Account	<p>Details of the Settlement Account.</p>	

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

This section displays the tax details:

Tax Details

Component	Currency	Amount	Billing	Defer	Settlement Account
LCTAX	GBP	£520.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX1	GBP	£4.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017

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.	
Billing	If charges/commission/taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	If charges/commission/taxes have to be deferred and collected at any future step, this toggle has to be enabled.	
Settlement Account	Details of the settlement account.	

### 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.	
View LC	Enables user to view the details of the LC.	
View LC Events	Click this button to view all the Undertaking events under the LC Issued till date.	



Field	Description	Sample Values
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
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"> <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> Select a Reject code and give a Reject Description.  This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system.  Refer Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Settlement Details

System should simulate the settlement details from back office and display the same in this screen.

Import LC Closure - DataEnrichment :: Application No: PK2ILCC000062906 View LC

Screen (5 / 6)

**Settlement Details**

Current Event

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AILSN_COM1_LIQD	GBP	Debit	PK100001540018	FIXNETIX	GBP		
AILSN_COMM_LIQD	GBP	Debit	PK100001540018	FIXNETIX	GBP		
COLLAMT_OSEQ	GBP	Debit	PK100001540018	FIXNETIX	GBP		
COLL_AMNDAMTEQ	GBP	Debit	PK100001540018	FIXNETIX	GBP		
COLL_AMTEQ	GBP	Debit	PK100001540018	FIXNETIX	GBP		
COLL_AVALAMTEQ	GBP	Credit	PK100001530016	NATIONAL FREIGHT CORP	GBP		
LCCOURISS_LIQD	GBP	Debit	PK100001540018	FIXNETIX	GBP		
LCSWIFTIS_LIQD	GBP	Debit	PK100001540018	FIXNETIX	GBP		
LCTAX1_AMT	GBP	Debit	PK100001540018	FIXNETIX	GBP		
LCTAX2_AMT	GBP	Debit	PK100001540018	FIXNETIX	GBP		
LCTAX_AMT	GBP	Debit	PK100001540018	FIXNETIX	GBP		

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

## Summary

User can review the summary of details updated in Data Enrichment stage Import LC Closure request.

Import LC Closure - DataEnrichment :: Application No: PK2ILCC000007074

Overrides Customer Instruction Common Group Messages Signatures

Main Details Additional Details Settlement Details Summary

Summary Screen (4 / 4)

Main Details	Commission, Charges and taxes	Accounting Details	Settlement Details
Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2021-05-05</b> Date of Expiry : <b>2021-05-31</b> Place of Expiry : <b>LONDON</b>	Charge : Commission : Tax : Block Status : <b>Not Initia</b>	Event : AccountNumber : Branch :	Component : Account Number : Currency :
Linked Loan Details	FX Linkage		
loanAcc : Loan Currency : Loan Amount :	Reference Number : Contract Amount : Contract Currency :		

Audit Reject Refer Hold Cancel Save & Close Back Next Submit

### Tiles Displayed in Summary

- Main Details - User can view details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc,.
- Charges - User can view charge details.
- Accounting Details - User can view the accounting entries generated in back office.



#### 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."

- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

### Action Buttons

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

Field	Description	Sample Values
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.	
View LC	Enables user to view the details of the LC.	

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

## Multi Level Approval

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

## Summary

**ORACLE** Free Tasks FLEXCUBE UNIVERSAL BAN... Mar 22, 2019 SRIDHAR04 subham@gmail.com

Import LC Closure - Approval Task Level 1 :: Application No: PK2ILCC000029474 Documents Remarks

Main Details	Limits Details	Party Details	Charge
Form Of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date Of Issue : <b>2019-03-22</b> Date Of Expiry : <b>2019-06-20</b> Place Of Expiry : <b>pune</b>	Limit Currency : Limit Contribution : Limit Status : <b>Not Verified</b> Collateral Currency : <b>GBP</b> Collateral Contr. : <b>6600.99</b> Collateral Status : <b>Not Verified</b>	Applicant : <b>GOODCARE PLC</b> Beneficiary : <b>MARKS AND</b> Advising Bank : <b>WELLS FARG</b>	Charge : <b>GBP50</b> Commission : Tax : <b>GBP5284.79</b> Block Status : <b>Not Initia</b>

Compliance
KYC : <b>Verified</b> Sanctions : <b>Not Initia</b> AML : <b>Not Initia</b>

Audit Reject Hold Refer Cancel Approve

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc.
- Charges - User can view charge details.
- Limit Details - User can view limit details.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

## Action Buttons

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

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

Field	Description	Sample Values
Refer	User will be able to refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes: <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 - Others</li> </ul>	
Cancel	Cancel the approval.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.	

## Reject Approval

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

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

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

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

## Summary

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

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

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

## Action Buttons

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

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

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### References

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

- Getting Started User Guide
- Common Core User Guide

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