Export Documentary Collection Liquidation User Guide

Oracle Banking Trade Finance Process Management

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Oracle Banking Trade Finance Process Management - Export Documentary Collection Liquidation User Guide
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Oracle Banking Trade Finance Process Management

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

This document will take you through following activities in OBTFPM:

- To create and handle Trade Finance transaction.
- Help users to conveniently create and process Trade Finance transaction

Overview

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

Benefits

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

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

Key Features

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

Export Documentary Collection Liquidation

Export Documentary Collection Liquidation process facilitates the user to handle the payment to an exporter from an importer via an intermediary bank.

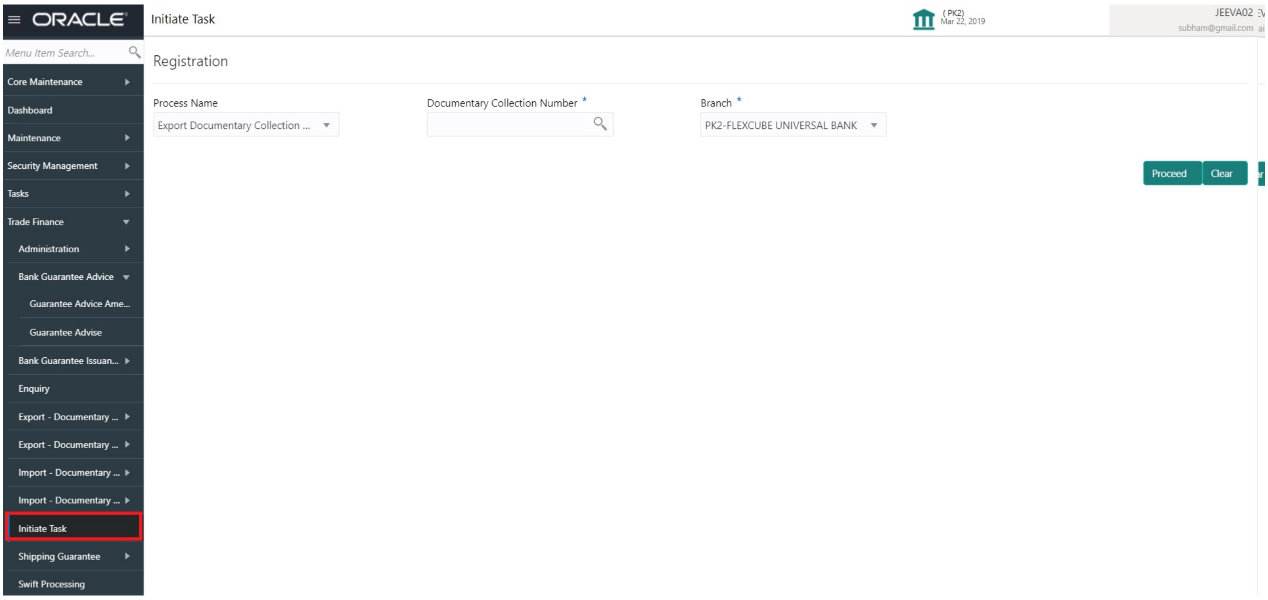
This section contains the following topics:

Common Initiation Stage	Registration
Data Enrichment	Exceptions
Multi Level Approval	Reject Approval

Common Initiation Stage

The user can initiate the new export documentary collection liquidation 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.
Documentary Collection Number	Select the Documentary Collection Number.
Branch	Select the branch.

Action Buttons

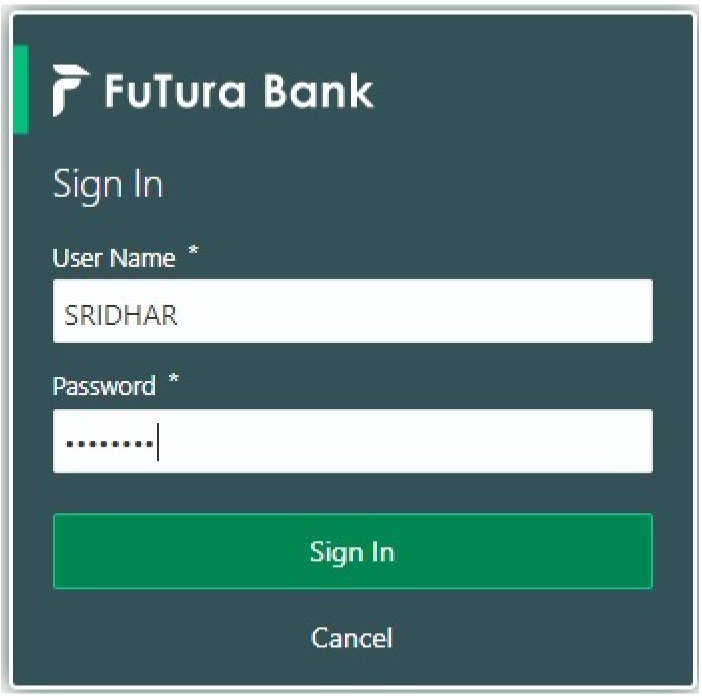
Use action buttons based on the description in the following table:

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

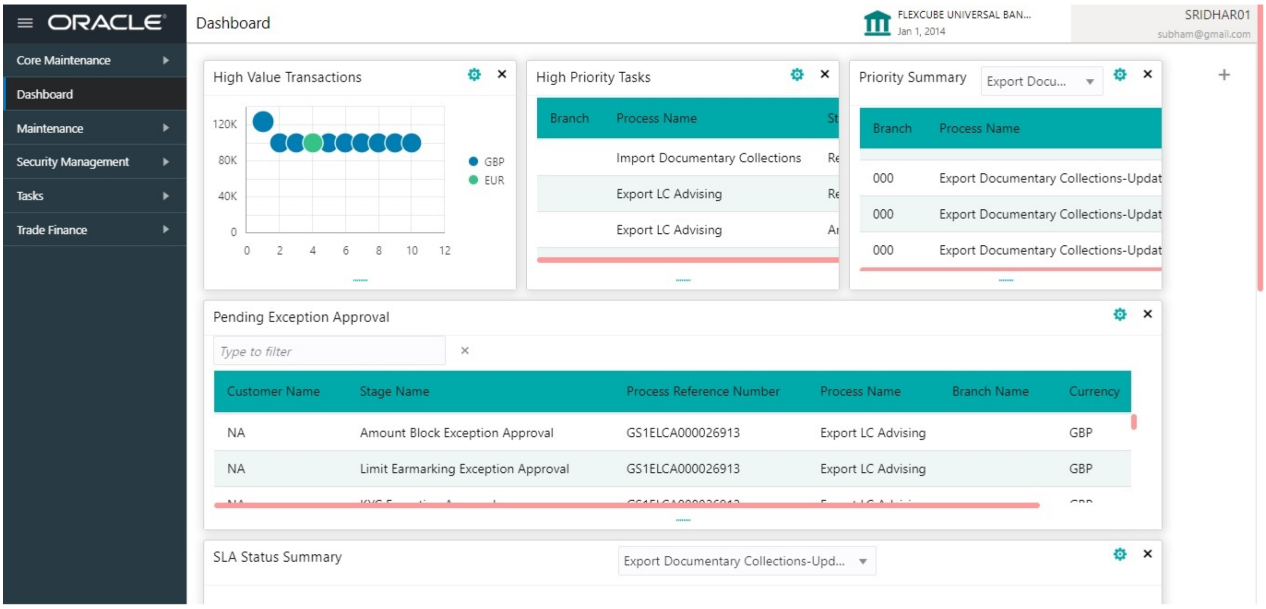
Registration

The process starts from Registration stage, during Registration stage, user can capture the basic details of the transaction and upload related documents. On submit, the request will be available for trade finance expert to handle the request in the next stage.

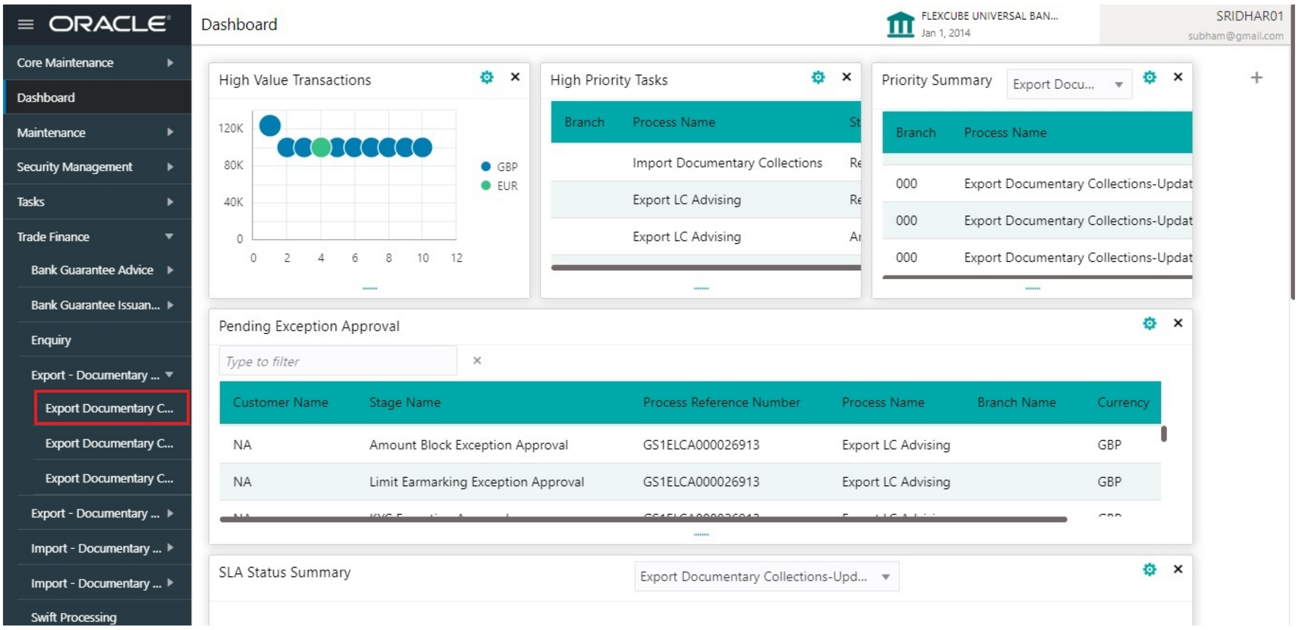
1. Using the entitled login credentials for Registration stage, login to the OBTFPM application.



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

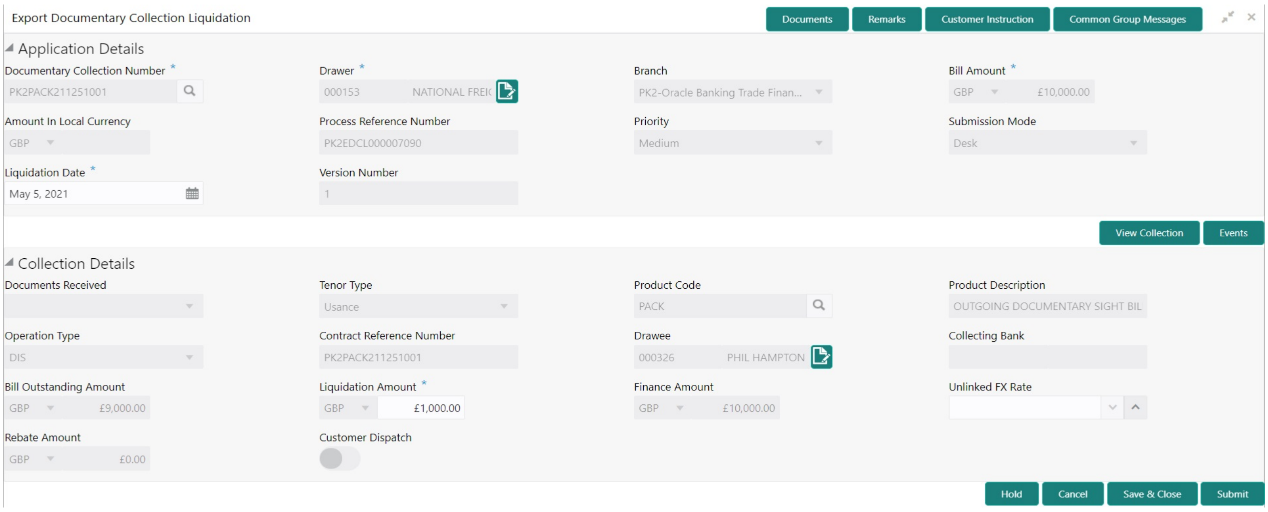


3. Click **Trade Finance> Export - Documentary Collection> Export Documentary Collection Liquidation.**



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

Application Details



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

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

Field	Description	Sample Values
Priority	System will populate the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit.	High
Submission Mode	Select the submission mode of Export Documentary Collection Liquidation request. By default the submission mode will have the value as 'Desk'. **Desk-** Request received through Desk **Courier-** Request received through Courier	Desk
Liquidation Date	By default, the application will display branch's current date.	04/13/2018
Version Number	This field displays the latest version of the bill.	

Collection Details

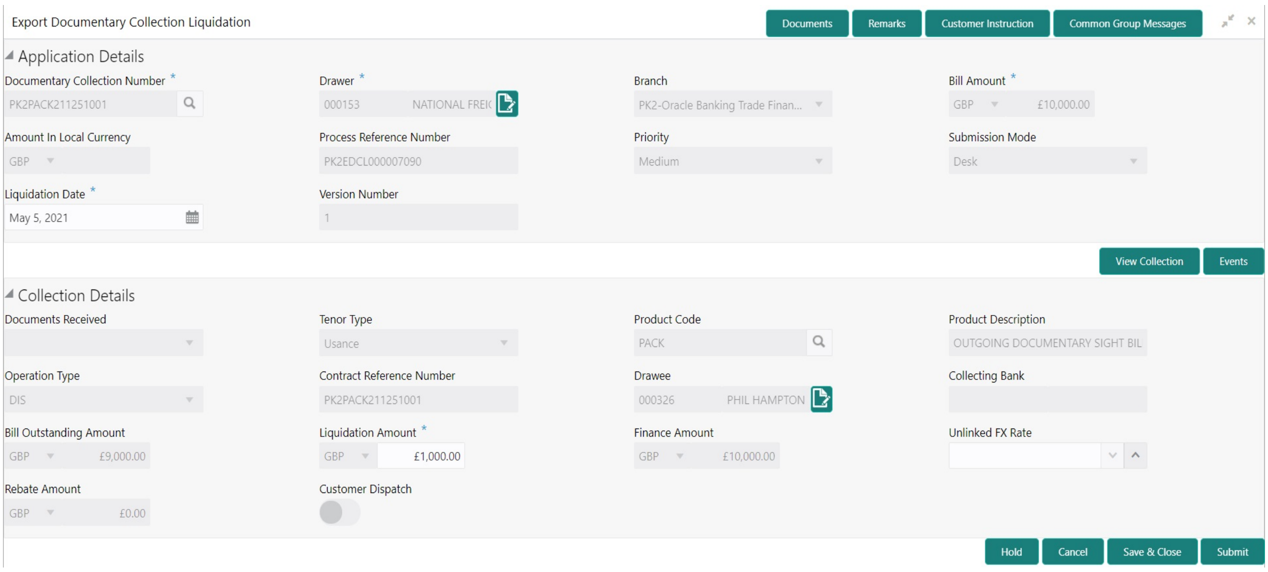
Registration user can provide collection details in this section. Alternately, details can be captured by Data Enrichment user.

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

Field	Description	Sample Values
Documents Received	Read only field. Documents received details will be auto-populated based on the selected Documentary Collection Number.	
Tenor Type	Read only field. Tenor will be auto-populated based on the selected Documentary Collection Number.	
Product Code	Read only field. Product code will be auto-populated based on the selected Documentary Collection Number.	
Product Description	Read only field. This field displays the description of the product as per the product code.	
Operation Type	Operation Code will be auto-populated from the collection booking. User can update the operation code, if required.	
Contract Reference Number	System to populate contract reference number from the back end system once the Documentary Collection Number is selected.	

Field	Description	Sample Values
Drawee	Read only field. Drawee ID and Drawee Name will be auto-populated based on the selected Documentary Collection Number.	
Collecting Bank Name	Read only field. This field displays the Collecting Bank ID and name as per the collecting bank ID.	
Bill Outstanding Amount	Read only field. Bill Outstanding Amount will be auto-populated based on the selected Documentary Collection Number.	
Liquidation Amount	Provide the bill amount to be liquidated.	
Finance Amount	Read only field. Finance Amount will be auto-populated based on the selected Documentary Collection Number.	
Unlinked FX Rate	Provide the unlinked FX rate.	
Rebate Amount	Read only field. Rebate to the bill outstanding amount.	

Miscellaneous



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

Field	Description	Sample Values
Documents	Upload the documents received under the Documentary Collection.	

Field	Description	Sample Values
Remarks	Provide any additional information regarding the collection. This information can be viewed by other users handling the request.	
Customer Instructions	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
Checklist	Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.	
Action Buttons		
Submit	On submit, task will move to next logical stage of Export Documentary Collection Liquidation. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.	
Cancel	Cancels the Export Documentary Collection Liquidation Task. Details entered will not be saved and the task will be removed.	
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for marking the task as Hold. This option is used, if there are any pending information yet to be received from applicant.	

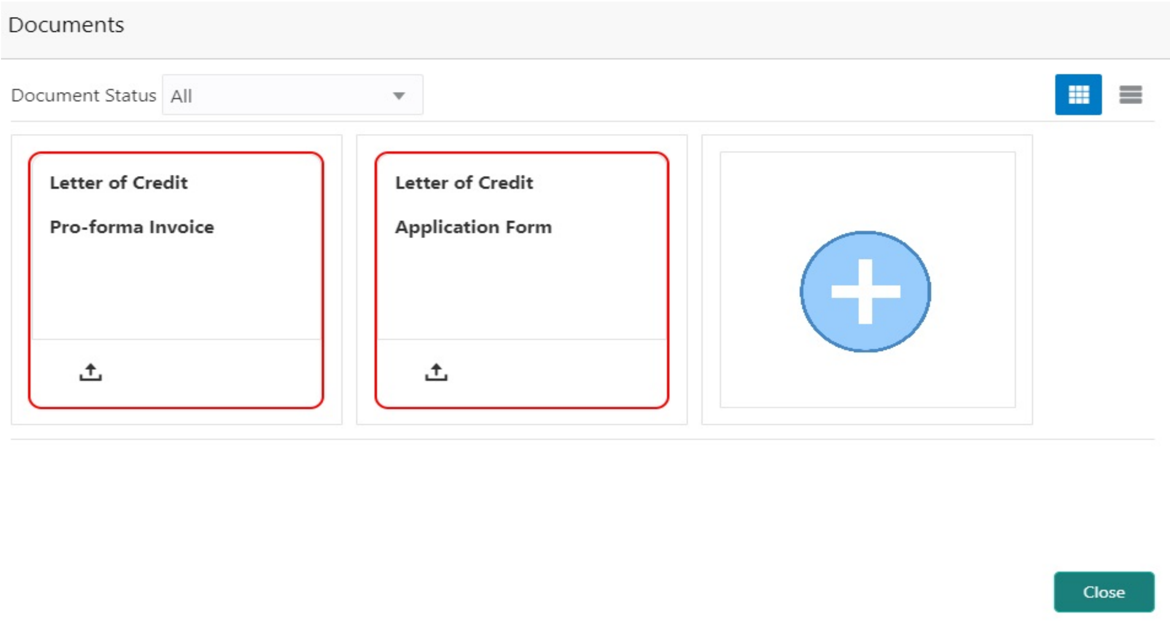
Document Linkage

The user can link an existing uploaded document in any of the process stages.

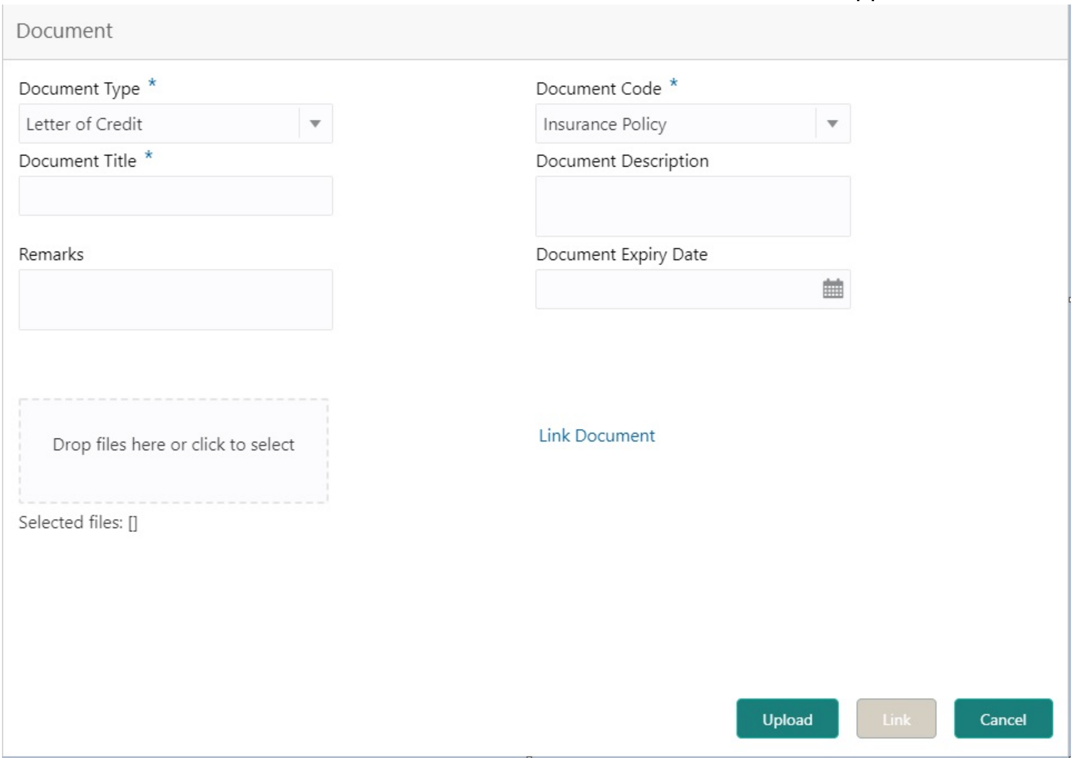
In OBTFPM, system should display Document Ids available in the DMS system. In DMS system, the documents can be Uploaded and stored for future access. Every document stored in DMS will have a unique document id along with other Metadata. The uploaded Document image in the DMS should be available/queried in the Process flow stage screens to link with the task by using the Document ID.

System displays the Documents ids which is not linked with any of the task. Mid office should allow either upload the document or link the document during task processing. The Mid office should allow to Link the same Document in multiple tasks.

1. Navigate to the Registration screen.
2. On the header of **Registration** screen, click **Documents** button. The Document pop-up screen appears.



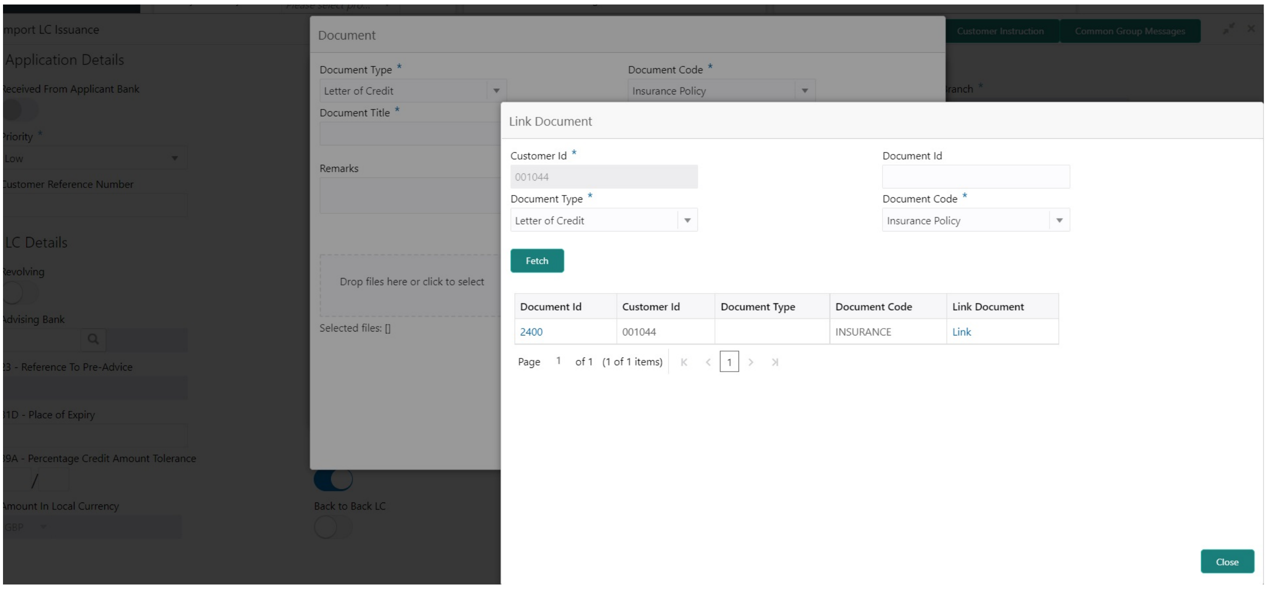
3. Click the Add Additional Documents button/ link. The **Document** screen appears.



Field	Description	Sample Values
Document Type	Select the Document type from list. Indicates the document type from metadata.	

Field	Description	Sample Values
Document Code	Select the Document Code from list. Indicates the document Code from metadata.	
Document Title	Specify the document title.	
Document Description	Specify the document description.	
Remarks	Specify the remarks.	
Document Expiry Date	Select the document expiry date.	
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.	

4. Select the document to be uploaded or linked and click the **Link Document** link. The link Document pop up appears.
   The value selected in Document Type and Document code of Document screen are defaulted in the Link Document Search screen.

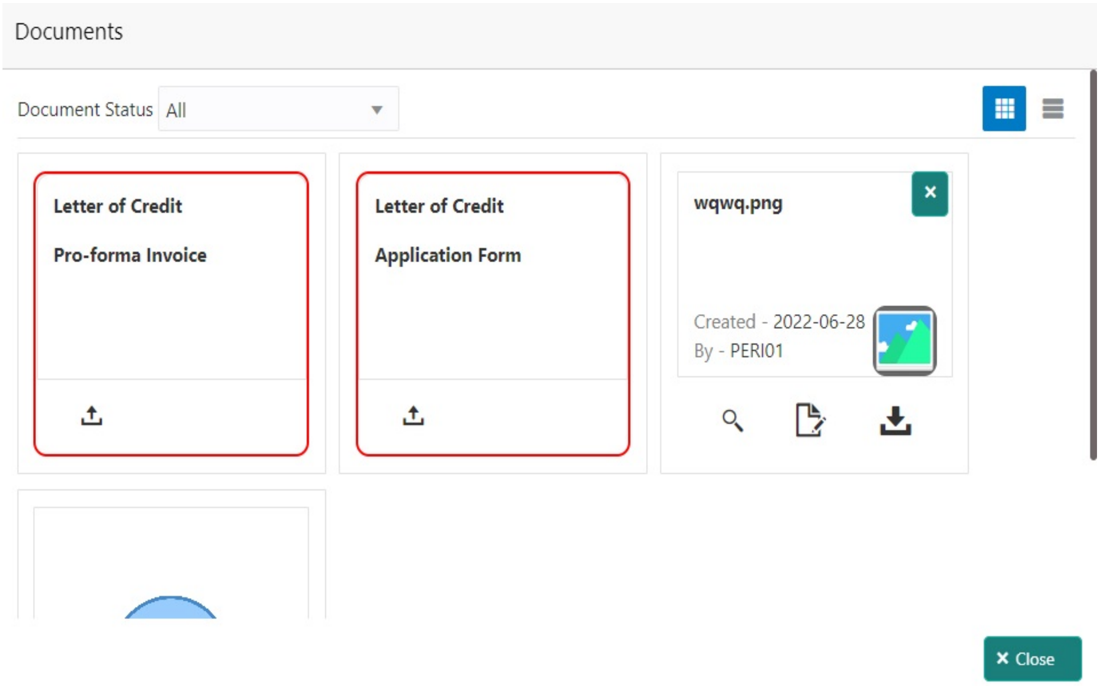


5. Click **Fetch** to retrieve the details from DMS. System Displays all the documents available for the given Document Type and Document Code for the Customer.

Field	Description	Sample Values
Customer ID	This field displays the transaction Customer ID.	
Document ID	Specify the document Id.	
Document Type	Select the document type from list.	
Document Code	Select the document code from list.	
Search Result		
Document ID	This field displays the document Code from meta data.	

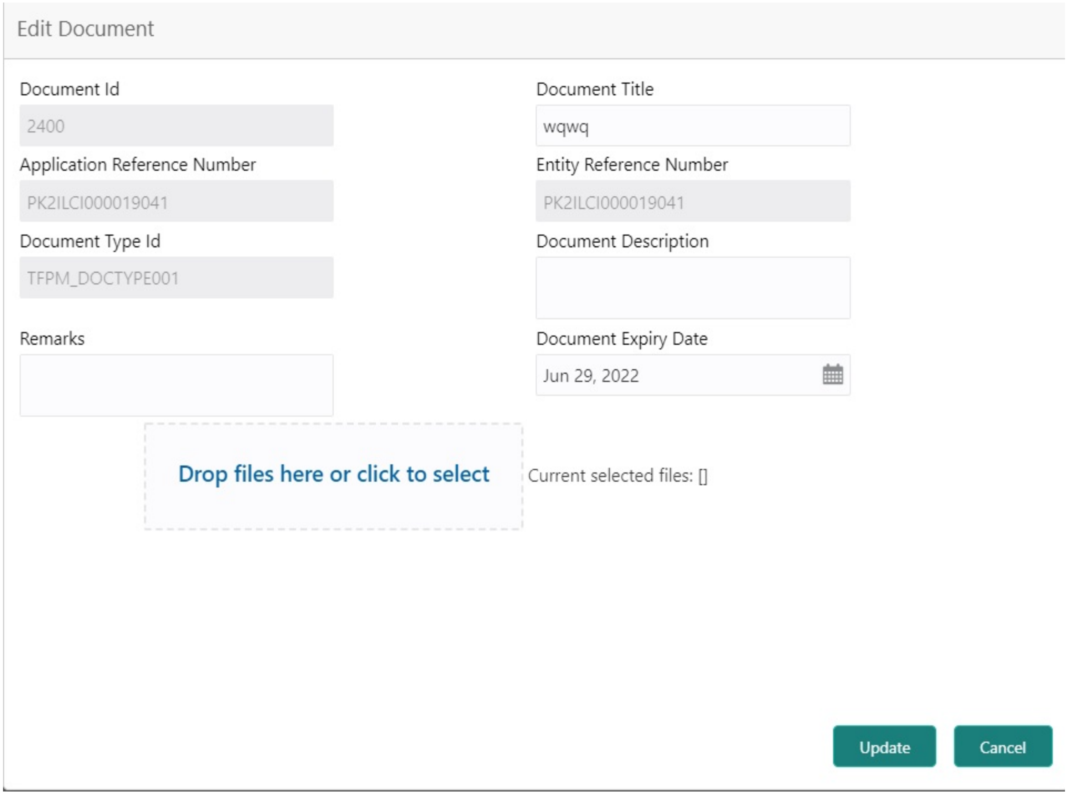
Field	Description	Sample Values
Customer ID	This field displays the transaction Customer ID.	
Document Type	This field displays the document type from meta data.	
Document Code	This field displays the document code from meta data.	
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.	

6. Click **Link** to link the particular document required for the current transaction.



Post linking the document, the user can View, Edit and Download the document.

7. Click Edit icon to edit the documents. The Edit Documents



Data Enrichment

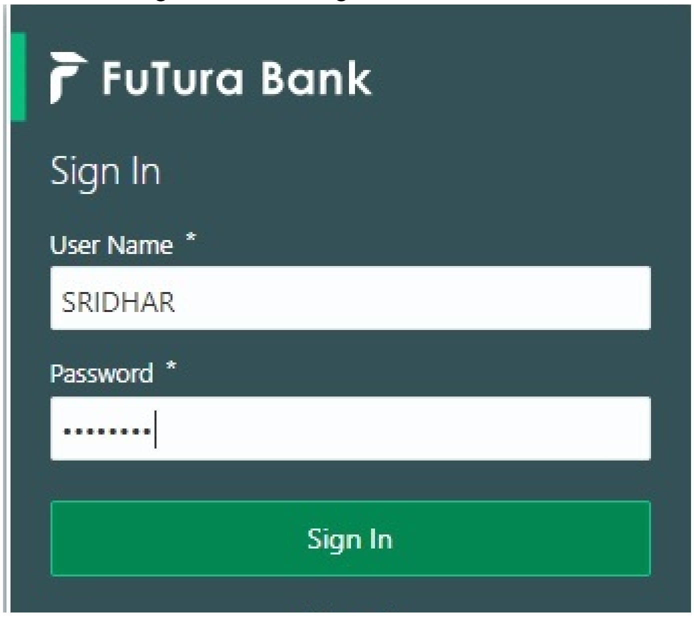
On successful completion of Registration of an Export Documentary Collection Liquidation, the task moves to Data Enrichment stage. At this stage the information captured during registration are validated.

Note

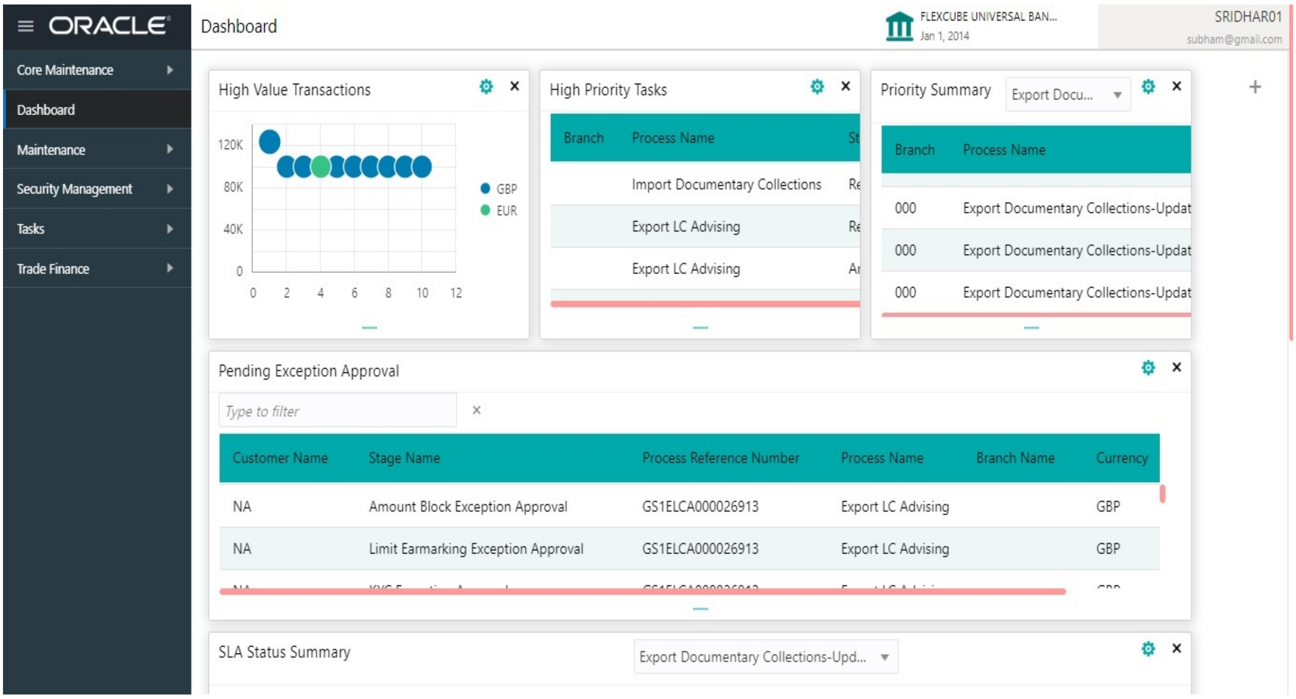
For expired line of limits, the task moves to “Limit Exception” stage under Free Tasks, on ‘Submit’ of DE Stage with the reason for exception as “Limit Expired”.

Do the following steps to acquire a task at Free Task DE stage:

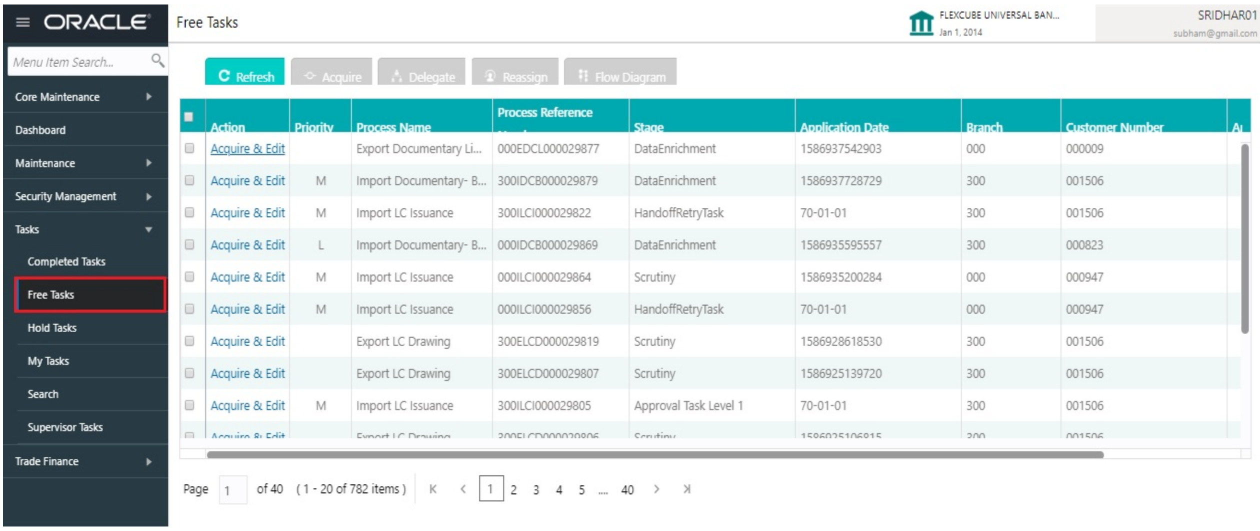
1. Using the entitled login credentials for Data Enrichment stage, login to the OBTFPM application.



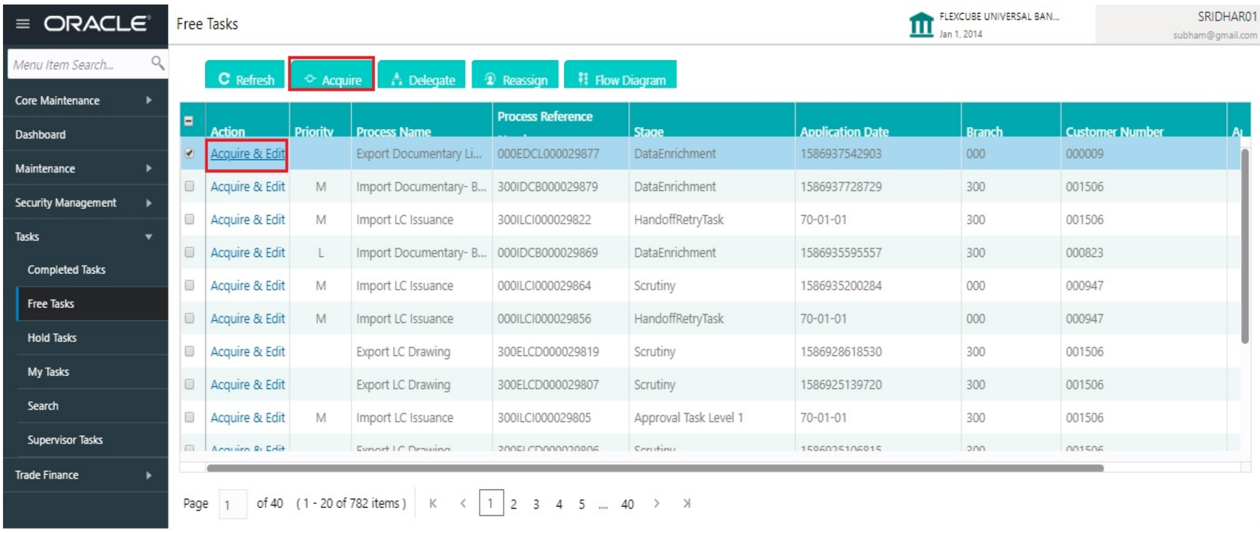
2. On login, user must be able to view the dashboard screen with widgets as mapped to the user profile.



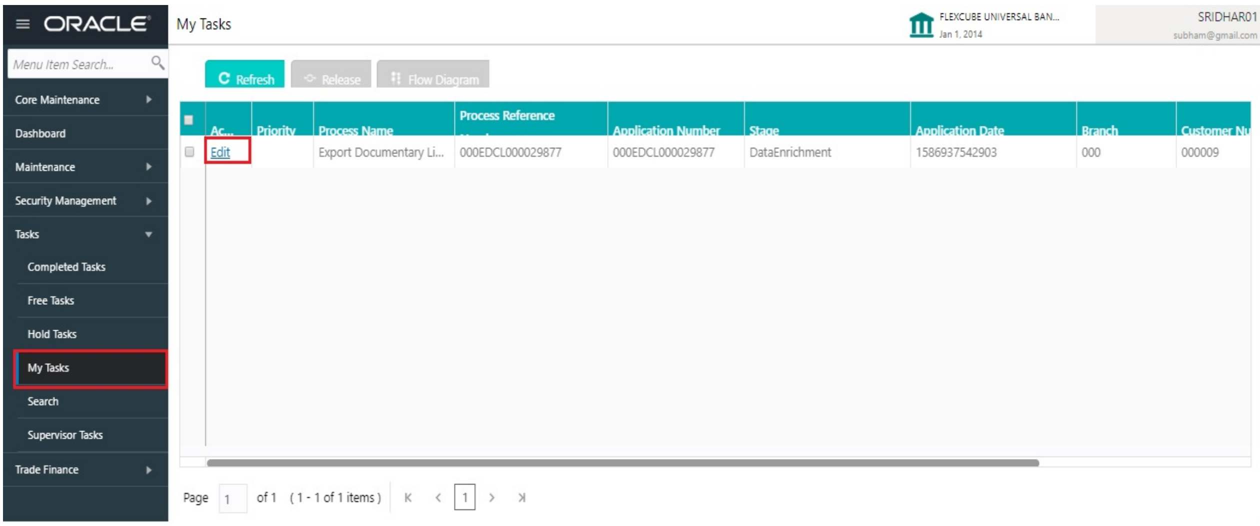
3. Click **Trade Finance> Tasks> Free Tasks.**



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



5. The acquired task will be available in **My Tasks** tab. Click **Edit** to update the task.



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

- Main Details

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

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

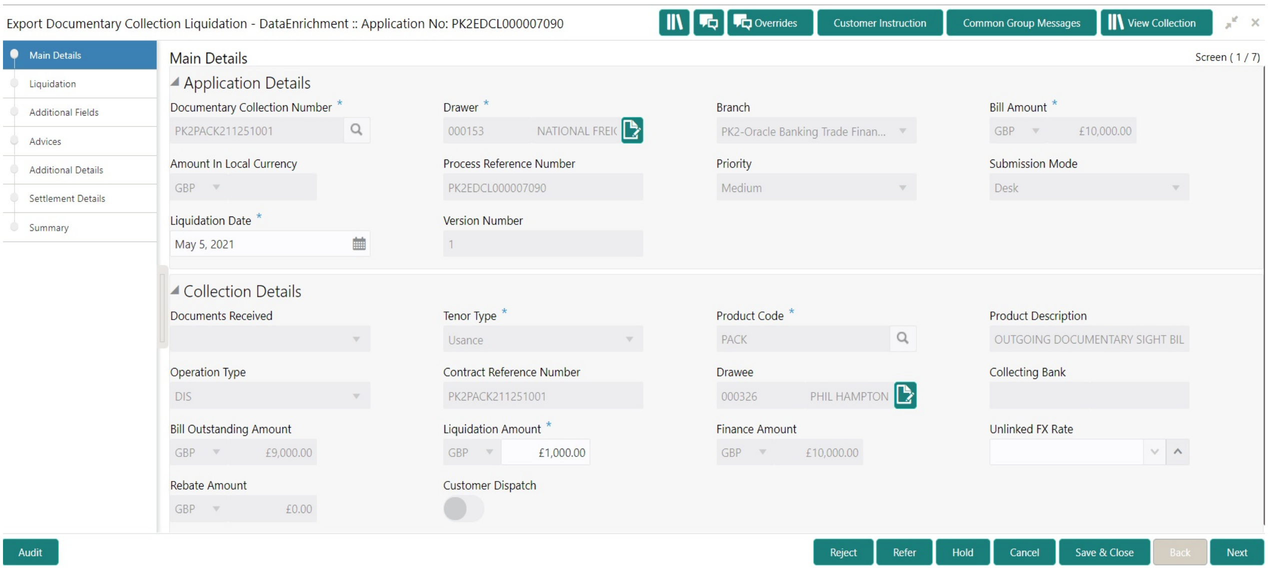
Main Details

Main details section has two sub section as follows:

- Application Details
- Collection Details

Application Details

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



Collection Details

The fields listed under this section are same as the fields listed under the Collection Details section in Registration. Refer to Collection Details for more information of the fields. During Registration, if user has not captured, then user can capture the details in this section. If details were captured in Registration stage, the DE user can edit/update them.

Action Buttons

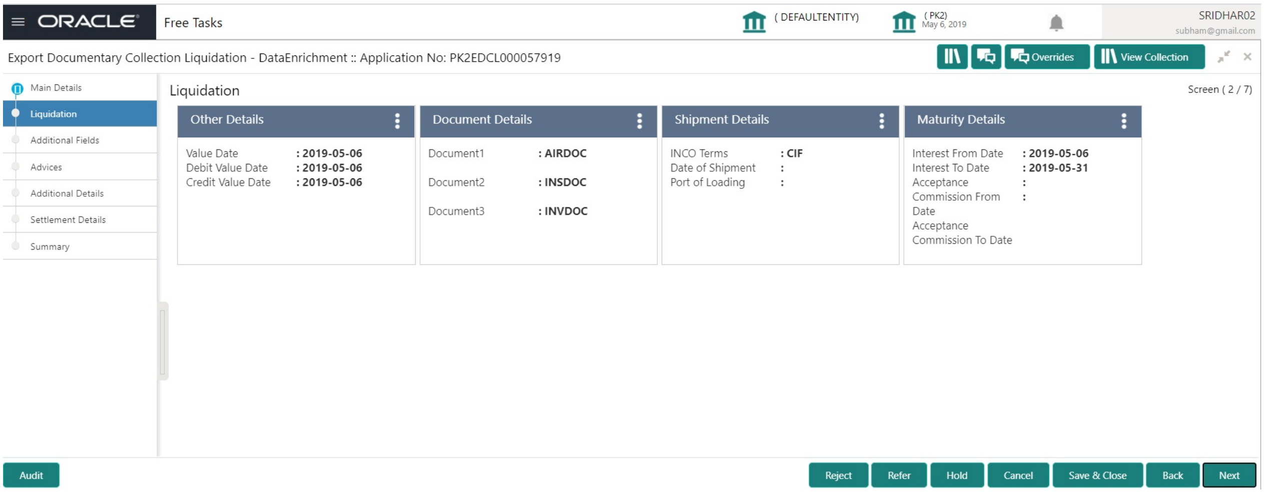
Use action buttons based on the description in the following table:

Field	Description	Sample Values
Documents	Click the Documents icon to View/Upload the required documents. Application will display the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.	
Remarks	Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.	
Overrides	Click to view the overrides accepted by the user.	
Customer Instructions	Click to view/ input the following • **Standard Instructions** – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. • **Transaction Level Instructions** – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View Collection	Enables the user to view the latest collection values displayed in the respective fields.	
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.	

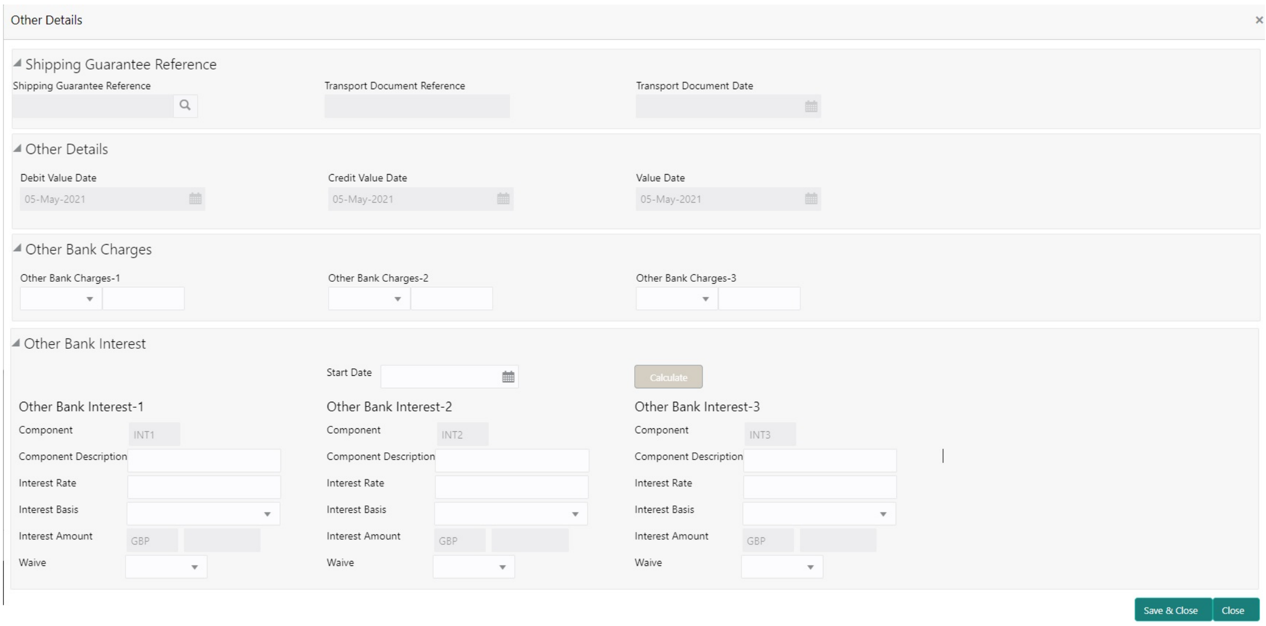
Field	Description	Sample Values
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others.	
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.	

Liquidation

Liquidation hop enables the user to provide details to process the liquidation.



Other Details



User can view the draft details:

Field	Description	Sample Values
Debit Value Date	Provide the debit value date.	
Credit Value Date	Provide the credit value date.	
Value Date	Provide the value date.	
Other Bank Charges		
Other Bank Charges - 1	Charges to be collected for the other bank as part of the collection transaction.	

Field	Description	Sample Values
Other Bank Charges - 2	Charges to be collected for the other bank as part of the collection transaction.	
Other Bank Charges - 3	Charges to be collected for the other bank as part of the collection transaction.	

Other Bank Interest

The user can enter the Interest details to be captured as a part of “Other Bank Interest” details section.

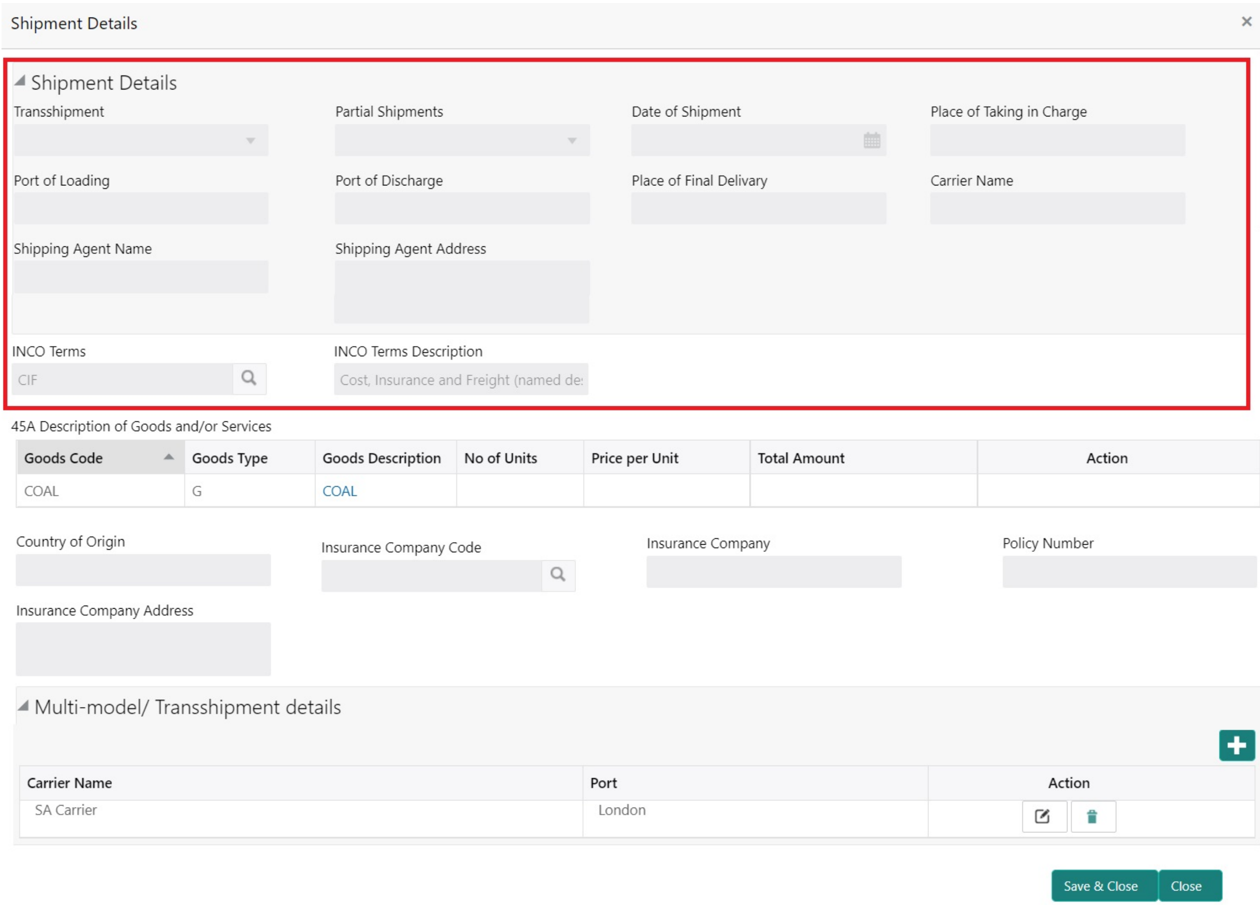
Provide the other bank interest based on the description in the following table:

Field	Description	Sample Values
Start Date	The date from which the system starts calculating the Interest.	
Other Bank Interest-1, 2 and 3		
Component	This field displays the name of the interest Component.	
Component Description	Provide the description of the interest component.	
Interest Rate	The rate to be applied for the interest component.	
Interest Basis	The calculation basis on which the Interest to be computed.	
Interest Amount	This field displays the calculated interest amount.	
Waive	Select whether the interest to be waived off. The options are: • Yes • No	

Shipment Details

User can view the goods and shipment details updated in Export Collection Booking process.

Shipment Details



This section displays the shipment details from Export Collection Booking:

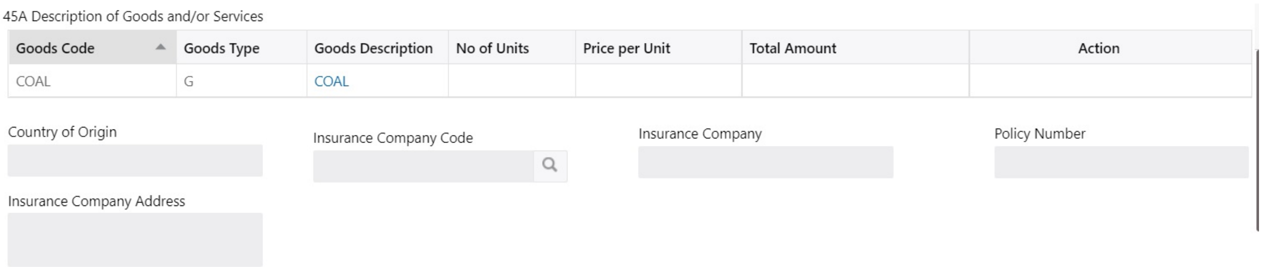
Field	Description	Sample Values
Transshipment	Read only field. This field displays the transshipment details of goods from Export Collection Booking.	
Partial Shipment	Read only field. This field displays the partial shipment details of goods from Export Collection Booking.	
Date Of Shipment	Read only field. This field displays date of shipment from Export Collection Booking.	

Field	Description	Sample Values
Place Of Taking In Charge	Read only filed. This field specifies the place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment to be indicated on the transport document. **Note** This field is alternate to **Port Of Loading**.	
Port Of Loading	Read only field. This field specifies the port of discharge or airport of destination to be indicated on the transport document. **Note** This field is alternate to **Place Of Taking In Charge**.	
Port Of Discharge	Read only field. This field specifies the port of discharge or airport of destination to be indicated on the transport document. **Note** This field is alternate to **Place Of Final Destination**.	
Place Of Final Delivery	Read only field. This field specifies the final destination or place of delivery to be indicated on the transport document. **Note** This field is alternate to **Port Of Discharge**.	
Carrier Name	Read only field. This field displays the name of the carrier through which the goods were shipped from Export Collection Booking.	
Shipping Agent Name	Read only field. This field displays the shipping agent name from Export Collection Booking.	

Field	Description	Sample Values
Shipping Agent Address	Read only field. This field displays the name shipping agent address from Export Collection Booking.	
INCO Terms	Read only field. This field displays the INCO Terms from Export Collection Booking.	
INCO Terms Description	Read only field. The description of the INCO Term from Export Collection Booking.	

Goods Details

This section displays the goods details from Export Collection Booking:



Field	Description	Sample Values
Goods Code	Read only field. This field displays the goods code from Export Collection Booking.	
Goods Type	Read only field. The goods type is auto populated depending on goods code.	
Goods Description	Read only field. This field displays the goods description from Export Collection Booking.	
No of Units	The number of units being imported or exported.	
Price per Unit	The value for price per unit.	
Total Amount	The total price.	
Country of Origin	Read only field. This field displays the country of origin from Export Collection Booking.	

Field	Description	Sample Values
Insurance Company Code	Read only field. This field displays the insurance company code from Export Collection Booking.	
Insurance Company	Read only field. This field displays the insurance company details from Export Collection Booking.	
Insurance Company Address	Read only field. This field displays the insurance address from Export Collection Booking.	

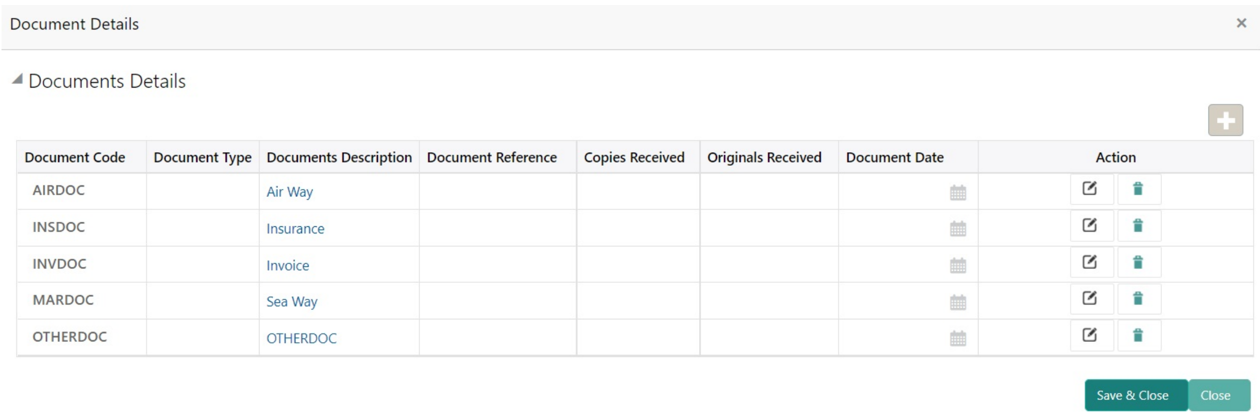
Multi-modal/Transshipment Details

This section displays the multi-modal/transshipment details from Export Collection Booking.

Field	Description	Sample Values
Carrier Name	Read only field. This field displays the carrier name from Export Collection Booking.	
Port	Read only field. This field displays the port details from Export Collection Booking.	
Action	Click Edit icon to edit the Carrier name and port. Click Delete icon to delete the record.	

Document Details

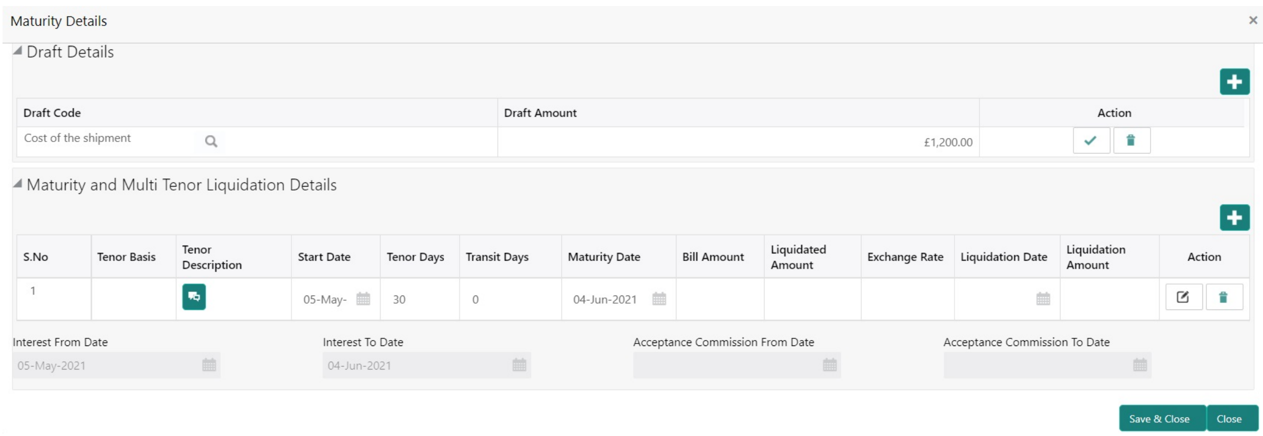
This section displays details of the documents received from Export Collection Booking.



Field	Description	Sample Values
Document Code	Read only field. This field displays the document code from Export Collection Booking.	
Document Type	The document type based on the document code.	

Field	Description	Sample Values
Document Description	Read only field. This field displays the document description from Export Collection Booking.	
Document Reference	Read only field. This field displays the document reference from Export Collection Booking.	
Copies Received	Read only field. This field displays the number of copies from Export Collection Booking.	
Originals Received	Read only field. This field displays the number of original from Export Collection Booking.	
Document Date	The date on which the document is received.	
Action	Click Edit icon to edit the document code/ document date. Click Delete icon to delete the document code.	

Maturity Details



Draft Details

Update the draft details based on the description in the following table:

Field	Description	Sample Values
Draft Code	Read only field. This field displays the draft code.	
Draft Amount	Read only field. This field displays the draft amount based on the documents submitted under Export Collection Booking.	

Field	Description	Sample Values
Action	Click Edit icon to edit the draft code. Click Delete icon to delete the draft code.	

Maturity and Multi Tenor Liquidation Details

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

Field	Description	Sample Values
SNo.	Serial number of the tenor record.	
Tenor Basis	Read only field. This field displays the tenor basis, if the tenor is not sight.	
Tenor Description	The tenor base code description is displayed based on the selected tenor basis.	
Tenor Start Date	Read only field. This field displays the tenor start date.	
Tenor Days	Read only field. This field displays the number of tenor days.	
Transit Days	Read only field. This field displays the transit days, if the tenor is sight.	
Maturity Date	Read only field. This field displays the due date for the drawing based on tenor and tenor basis. If tenor is sight, system will calculate the maturity date as 5 working days from document Received date. User can change this value to any date earlier than the maturity date up to system date. User cannot change the value to later than maturity date. If tenor is Usance, system will calculate the maturity date based on the tenor basis and populate the maturity date.	
Bill Amount	Read only field. This field displays the the bill amount.	
Liquidated Amount	Provide the liquidation amount.	
Exchange Rate	Provide the Exchange Rate.	
Liquidation Date	Provide the liquidation date.	
Liquidation Amount	Provide the bill amount.	

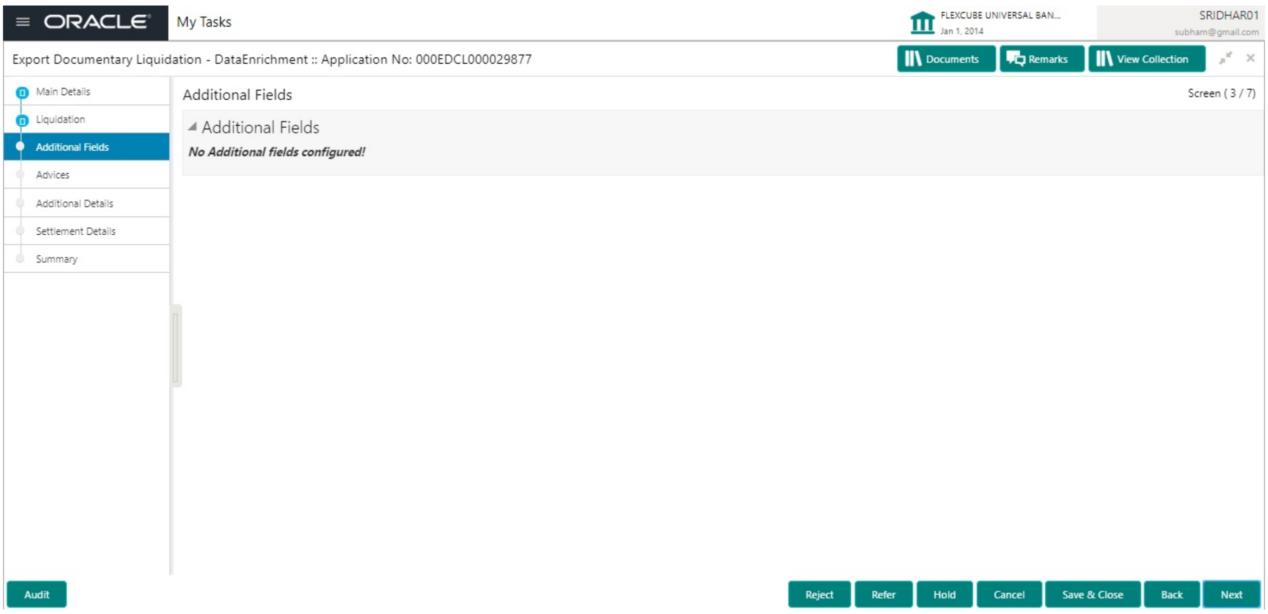
Field	Description	Sample Values
Action	Click Edit icon to edit the tenor record. Click Delete icon to delete the tenor record.	

In case of multi tenor, user can provide multiple maturity details by clicking the plus icon.

Field	Description	Sample Values
Interest from Date	Read only field. This field displays the interest from date. The interest from date cannot be earlier than branch date and later than maturity date.	
Interest to Date	Read only field. This field displays maturity date in this field, if Interest from Date is provided.	
Acceptance Commission From Date	Read only field. This field displays the acceptance commission from date.	
Acceptance Commission To Date	Read only field. This field displays the acceptance commission to date.	

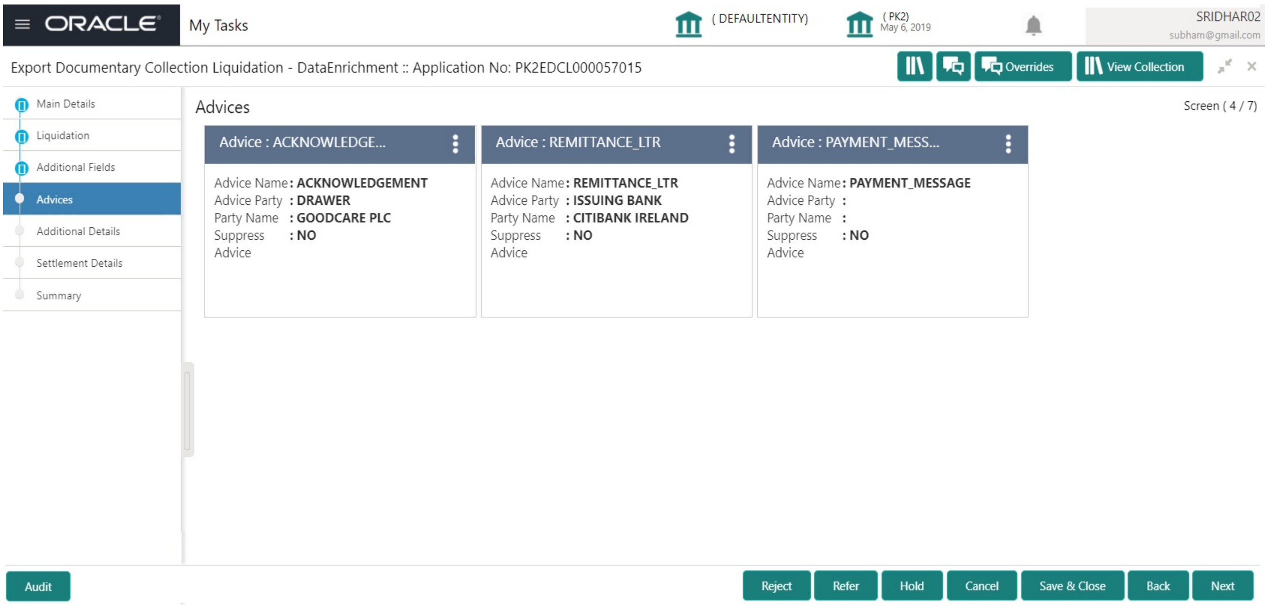
Additional Fields

Banks can configure user defined fields as per their requirement in the Additional Fields Screen.

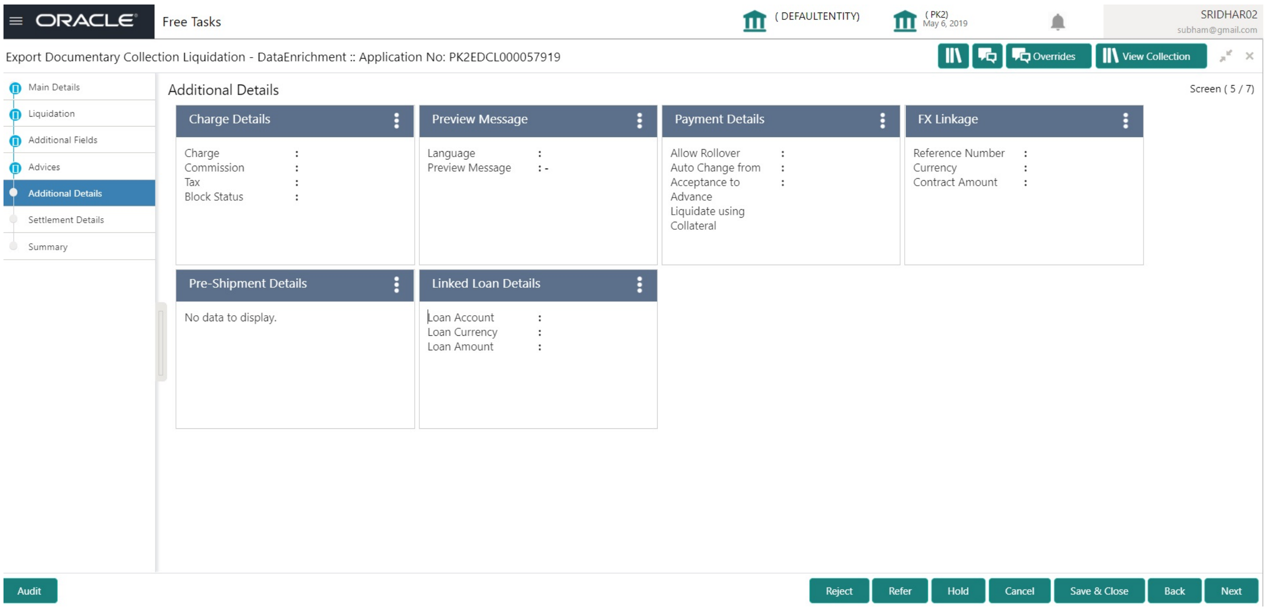


Advices

Advices maintained in the back office will be defaulted in this tile format. User can suppress the advices that are not required for the task. The user can suppres the advice, if required.

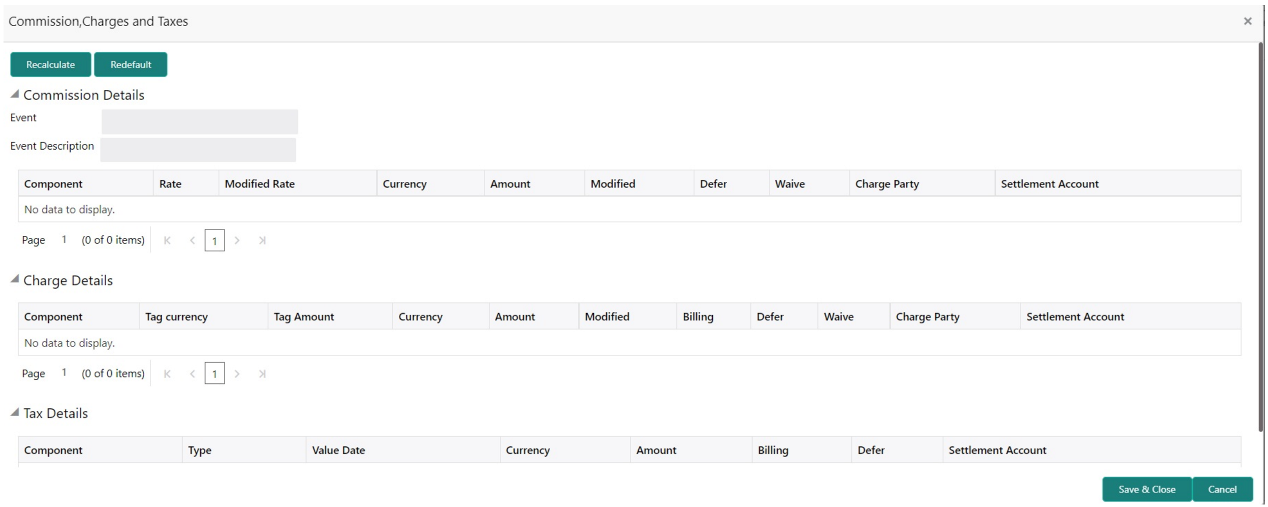


Additional Details



Charge Details

This section displays charge details:



This section displays the commission details:

Field	Description	Sample Values
Event	Read only field. This field displays the event name.	
Event Description	Read only field. This field displays the description of the event.	
Component	This field displays the commission component.	

Field	Description	Sample Values
Rate	Defaults from product. The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate. 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.	
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. The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPM. If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.	
Modified Amount	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Billing	If charges/commission is handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	If check box is selected, charges/commissions has to be deferred and collected at any future step.	
Waive	Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the ‘Remarks’ place holder.	
Charge Party	Charge party will be ‘Applicant’ by Default. You can change the value to Beneficiary	
Settlement Account	Details of the Settlement Account.	

Charge Details

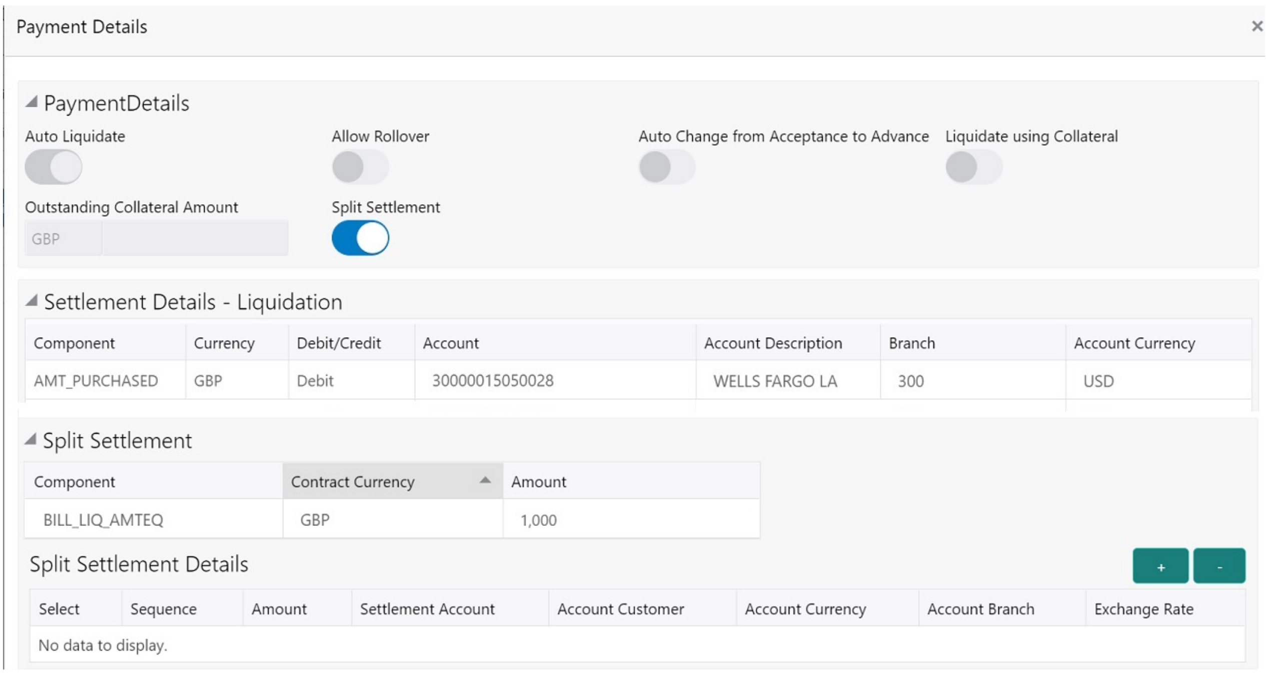
Field	Description	Sample Values
Component	Charge Component type.	
Tag Currency	Defaults the tag currency in which the charges have to be collected.	
Tag Amount	Defaults the tag amount that is maintained under the product code gets defaulted in this field. User can edit the value, if required.	
Currency	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 Amount	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.	
Billing	If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is ‘Billing’ enabled, ‘Billing’ toggle for that component should be automatically checked in OBTFPM. The user can not select/de-select the check box if it is de-selected by default. This field is disabled, if ‘Defer’ toggle is enabled.	
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, ‘Defer’ toggle for that component should be automatically checked in OBTFPM. The user can select/de-select the check box. On de-selection the user has to click on ‘Recalculate’ charges button for re-simulation.	
Waive	If charges have to be waived, this check box has to be selected. Based on the customer maintenance, the charges should be marked for Billing or for Defer. This field is disabled, if ‘Defer’ toggle is enabled.	
Charge Party	Charge party will be applicant by default. You can change the value to beneficiary	
Settlement Account	Details of the settlement account.	

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:

Field	Description	Sample Values
Component	Tax Component type	
Type	Type of tax Component.	
Value Date	This field displays the value date of tax component.	
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 taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. This field is disabled, if 'Defer' toggle is enabled.	
Defer	If taxes have to be deferred and collected at any future step, this option has to be enabled. The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.	
Settlement Account	Details of the settlement account.	

Payment Details



Enter the payment details based on the description in the following table:

Field	Description	Sample Values
Auto Liquidate	Read only field. Auto Liquidation enables liquidation of the bill on the due date automatically from the back office system.	
Allow Roll over	Read only field.	
Auto Change from Acceptance to Advance	Read only field. This flag indicates whether an Acceptance type of bill should be automatically converted into an Advance type of bill on its liquidation date. **Note** This option is applicable only for the bills that are co-accepted by the bank.	
Liquidate using Collateral	Read only field.	
Outstanding Collateral Amount	Read only field. Auto Liquidation enables liquidation of the bill on the due date automatically from the back office system.	
Split Settlement	**Toggle On**: Enables the user to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill **Toggle Off**: Disables the user to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill	Disable
Settlement Details - Liquidation		
Component	Components gets defaulted based on the product selected.	
Currency	Application displays the default currency for the component.	
Debit/Credit	Application displays the debit/credit indicators for the components.	
Account	Application Displays the account details for the components.	
Account Description	Application displays the description of the selected account.	
Branch	Application displays the branch of the selected account.	
Account Currency	Application defaults the currency for all the items based on the account number.	

Field	Description	Sample Values
Split Settlement		
Component	Components gets defaulted based on the product selected.	
Currency	Application displays the default currency for the component.	
Amount	Amount for each component. This is populated from the transaction details of the drawing.	
Split Settlement Details		
Select	Check box to select the record	
Sequence	Sequence of the settlement details.	
Amount	Amount for the split settlement.	
Settlement Currency	Currency for the split settlement.	
Account Customer	Customer account.	
Account Currency	Currency of the account.	
Account Branch	Branch of the customer's account.	
Exchange Rate	Exchange rate for the split settlement.	
Action	Click Edit icon to edit the split settlement details record. Click Delete icon to delete the split settlement details record.	

Cash Collateral Details

Select the cash collateral details options based on the description in the following table:

Note
Cash collateral is applicable only for the bills which are co-accepted by the bank.

Field	Description	Sample Values
Outstanding Collateral Amount	Read only field. Auto Liquidation enables liquidation of the bill on the due date automatically from the back office system.	
Liquidate using Collateral	Read only field.	

FX Linkage

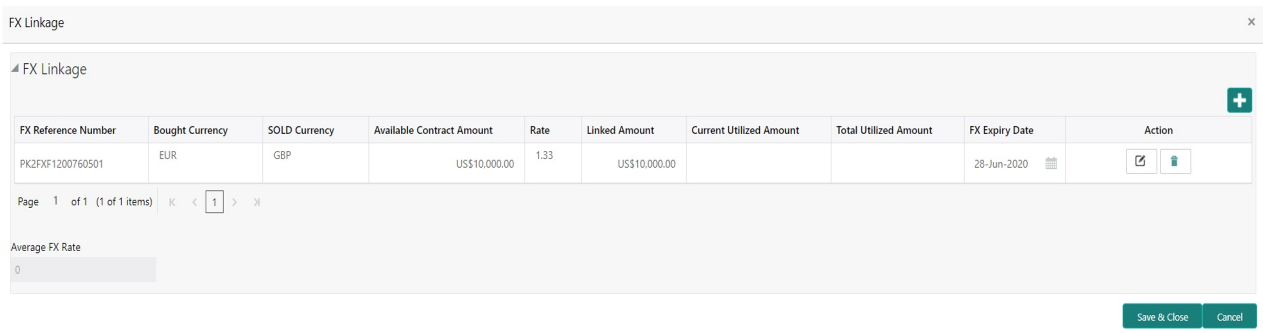
This section enables the user to link the existing FX contract(s) to the Bill. User can link one or more FX deals to a bill. The linked value of an FX deal(s) must not exceed the value of the bill.

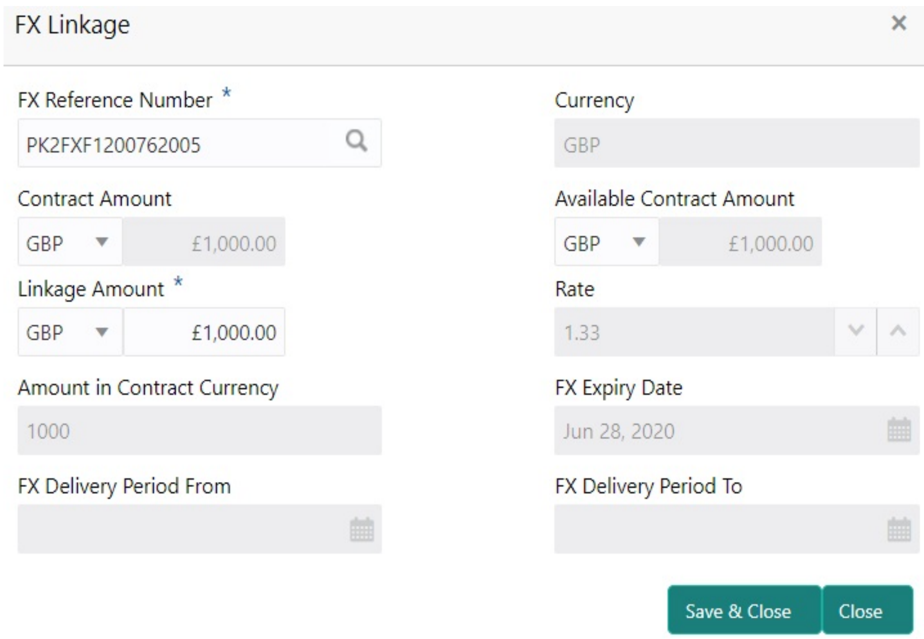
FX contract linkage with the Bill booking can happen only for immediate liquidation of sight payment or for Usance. For manual sight payment, the user needs to link the FX contract on the date of liquidation of the bill.

Following are the features of FX Linkage in BC.

- FX linkage cannot be linked at Bills at initial stage.
- When a bill is drawn under LC, the details of forward contract linked as a part of the LC, will be defaulted at bill.
- Linked amount will be defaulted against the corresponding FX sequentially.
- User can delink or modify the defaulted FX details at in the Bill.
- Bill maturity date should be greater than or equal to FX Value date.
- Sum of Linked amount will not be greater than Bill contract amount.
- Linked amount will not be greater than the available amount for linkage.
- Current Utilized amount will display the liquidated/purchased/discounted/negotiated amount of Bill contract. It cannot go beyond the linked FX amount.
- When a bill is drawn under LC, delink of FX at BC is allowed only if the linked FX is not utilized by the bill.
- Multiple forward FX contract could be linked and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. The same will be populated in the Average FX Rate.

Provide the FX linkage detail based on the description in the following table:





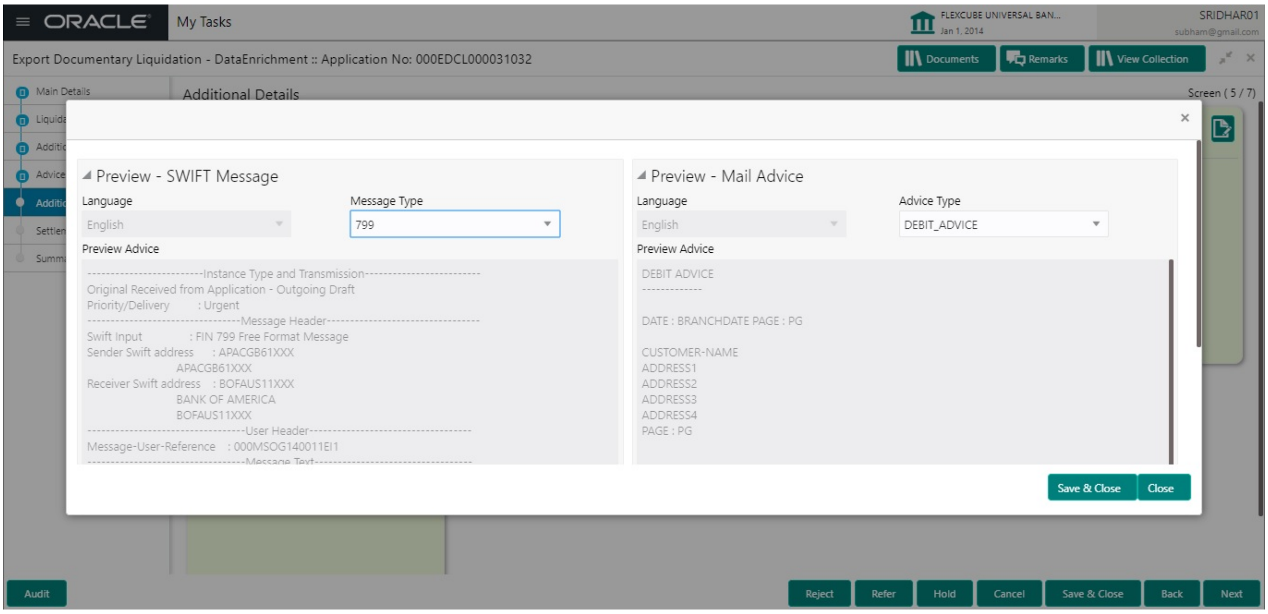
Provide the FX linkage detail based on the description in the following table:

Field	Description	Sample Values
FX Reference Number	Select the FX contract reference number from the LOV. On select and save and close, system defaults the available amount, bot currency, sold currency and rate. Forward FX Linkage available for selection at bill would be as follows, • Counterparty of the FX contract should be the counterparty of the Bill contract. • Active Forward FX transactions authorized not marked for auto liquidation. Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.	
Bought Currency	This field displays the currency from the linked FX contract.	
Sold Currency	This field displays the currency from the linked FX contract.	
Available Contract Amount	Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.	
Rate	This field displays the rate at which the contract is booked.	
Linked Amount	Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.	
Current Utilized amount	This field displays the liquidated /purchased / discounted /negotiated amount of BC contract. It cannot go beyond the linked FX amount.	
Total Utilized amount	This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version.	
Amount in Contract Currency	This field displays the amount in contract currency converted from FX currency.	
FX Expiry Date	This field displays the expiry date from the linked FX contract.	
FX Delivery Period - From	This field displays the date from which the contract is valid for utilization.	
FX Delivery Period - To	This field displays the date to which the contract is valid for utilization.	

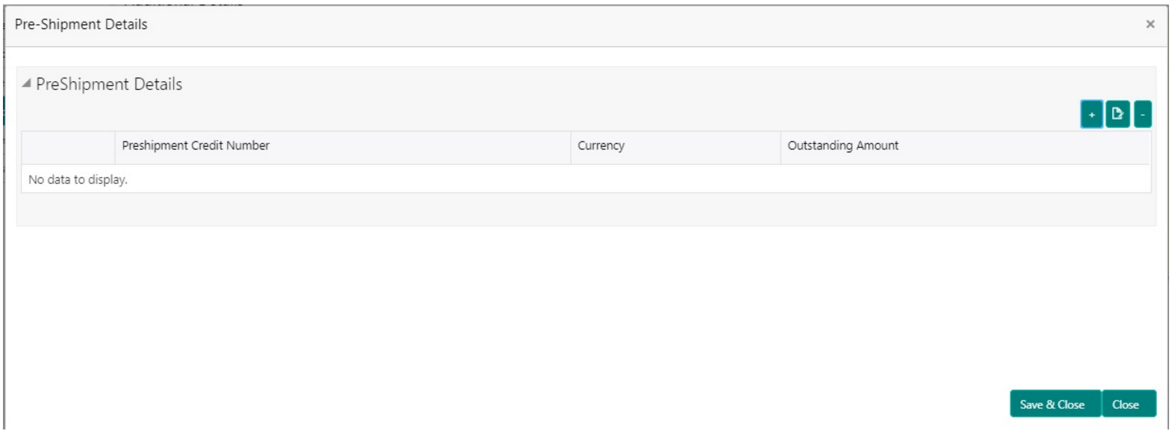
Field	Description	Sample Values
Action	Click the Edit icon to modify the FX details. Click the Delete icon to delete the FX details.	
Average FX Rate	Multiple forward FX contract could be linked,and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate.	

Preview Message

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



Pre-Shipment Details



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

Field	Description	Sample Values
Pre-Shipment Credit Number	Provide the Pre-Shipment Credit Number. Alternatively, user can search the Pre-Shipment Credit Number in the LOV.	
Currency	Read only field Application defaults the currency of the Pre-Shipment Credit Number.	
Outstanding Amount	Read only field Application defaults the currency of the Pre-Shipment Credit Number.	
Repayment Amount	Provide the repayment amount.	

Linked Loan Details

This user can view the details of linked loan accounts.

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

Field	Description	Sample Values
Loan Account	The details of the linked loan account.	
Loan Currency	Loan Currency of the linked loan account.	
Loan Amount	Loan amount of the linked loan account.	

Action Buttons

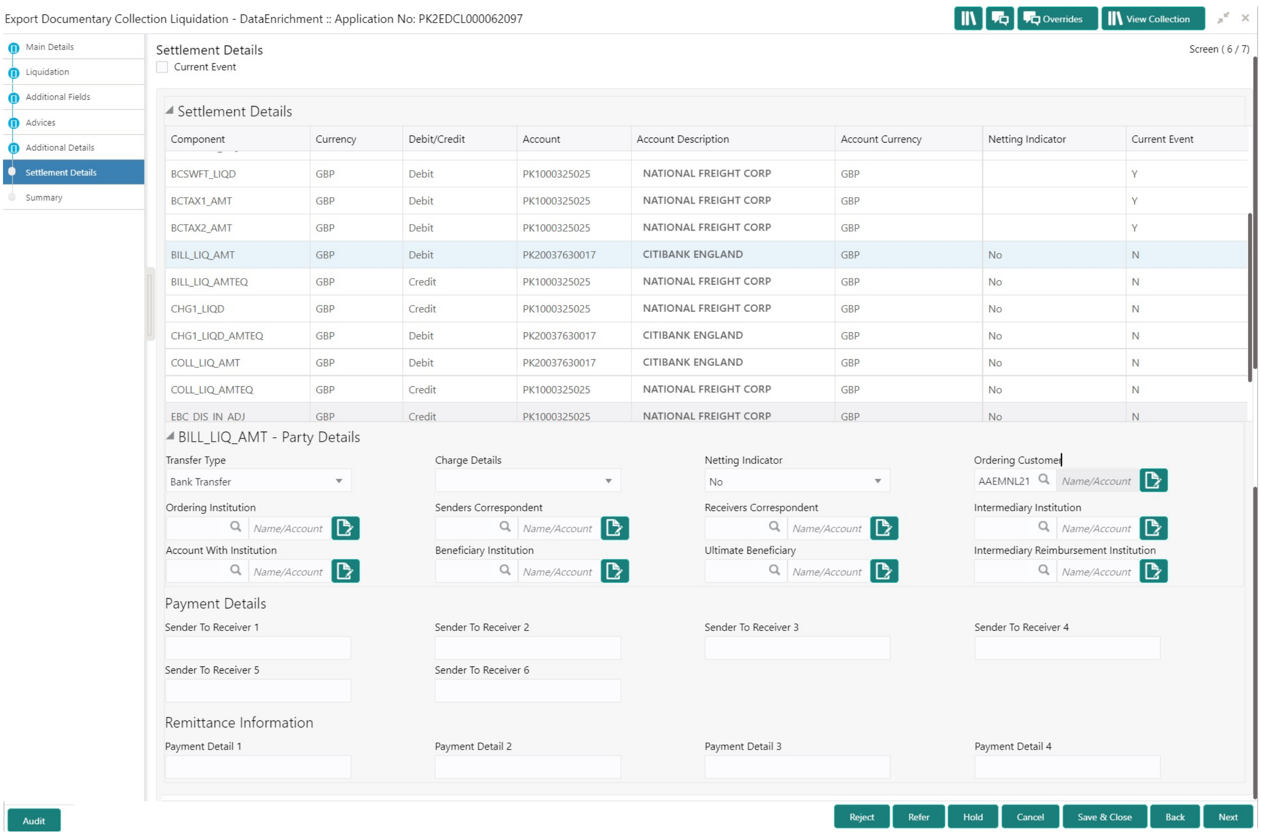
Use action buttons based on the description in the following table:

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 Collection	Enables the user to view the latest collection values displayed in the respective fields.	
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: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	

Field	Description	Sample Values
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: ● R1- Documents missing ● R2- Signature Missing ● R3- Input Error ● R4- Insufficient Balance/Limits ● R5 - Others.	
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

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.	

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

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

Party Details

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

Field	Description	Sample Values
Transfer Type	Select the transfer type from the drop list: • Customer Transfer • Bank Transfer for own account • Direct Debit Advice • Managers Check • Customer Transfer with Cover • Bank Transfer	
Charge Details	Select the charge details for the transactions: • Beneficiary All Charges • Remitter Our Charges • Remitter All Charges	
Netting Indicator	Select the netting indicator for the component: • Yes • No	
Ordering Customer	Select the ordering customer from the LOV.	
Ordering Institution	Select the ordering institution from the LOV.	

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

Payment Details

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

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

Remittance Information

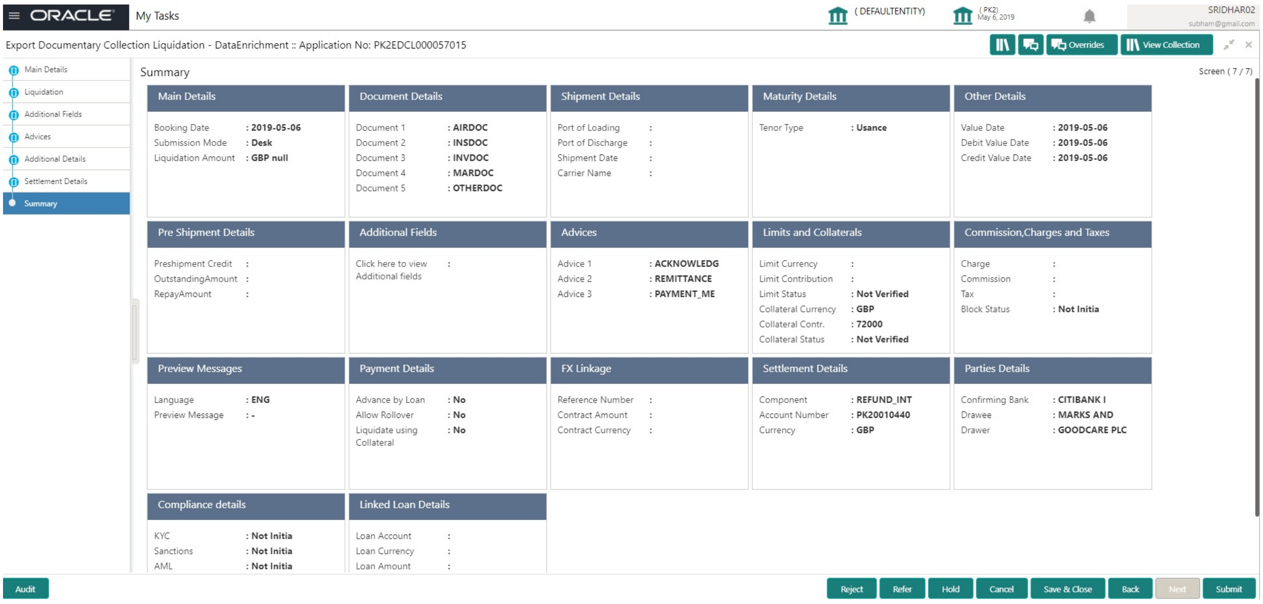
Provide the Payment Details based on the description in the following table:

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

Summary

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

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



Tiles Displayed in Summary

- Main Details - User can view details about application details and LC details.
- Party Details - User can view party details like applicant, advising bank etc.
- Maturity Details - User can view the maturity details.
- Documents - User can view the document details.
- Shipment Details - User can view the shipment details.
- Pre-Shipment Details - User can view the pre-shipment details.
- Advices - User can view the advices.
- Additional Fields - User can view the details of additional fields.
- Draft Details - User can view the draft details.
- Limits and Collaterals - User can view limits and collateral details.
- Charges - User can view charge details.
- Tracers - User can view the tracer details.
- FX Linkage - User can view the details of FX Linkage.
- Payment Details - User can view the payment details.
- Preview - User can view the preview message.

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.	

Field	Description	Sample Values
Overrides	Click to view the overrides accepted by the user.	
View Collection	Enables the user to view the latest collection values displayed in the respective fields.	
Submit	Task will move to next logical stage of Export Documentary Collection Liquidation. 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.	
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: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Refer	User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others.	

Exceptions

The Export Collection Liquidation request, before the task moves to the approval stage, the application will validate the Amount Block, KYC and AML. A failure in validation of any of them, the task will reach exception stage for further approval for the exceptions.

Exception - Amount Block

As part of amount block validation, application will check if sufficient balance is available in the account to create an amount block. On hand-off, system will debit the blocked account to the extent earmark and credit charges/ commission account in case of charges block or credit the amount in suspense account for earmarks created for collateral.

The transactions that have failed amount block due to non-availability of amount in respective account will reach the amount block exception stage.

Log in into OBTFPM application, amount block exception queue. Amount block exception tasks for Trade transactions will be listed in the queue. Open the task to view summary of updated available fields with values.

On Approval, system should not release the Amount Block against each applicable account and system should handoff the “Amount Block Reference Number “to the back office. On successful handoff, back office will make use of these “Amount Block

Reference Number” to release the Amount Block done in the mid office (OBTFPM) and should debit the CASA account from the Back office. If multiple accounts are applicable, Amount Block

Reference for all accounts to be passed to the back office.

On Approval, system should not release the Amount Block against each applicable account and system should handoff the “Amount Block Reference Number “to the back office. On successful handoff, back office will make use of these “Amount Block

Reference Number” to release the Amount Block done in the mid office (OBTFPM) and should debit the CASA account from the Back office. If multiple accounts are applicable, Amount Block

Reference for all accounts to be passed to the back office.

Exception is created when sufficient balance is not available for blocking the settlement account and the same can be addressed by the approver in the following ways:

Approve:

- Settlement amount will be funded (outside of this process)
- Allow account to be overdrawn during hand-off

Refer:

- Refer back to DE providing alternate settlement account to be used for block.
- Different collateral to be mapped or utilize lines in place of collateral.

Reject:

Reject the transaction due to non-availability of sufficient balance in settlement account

Amount Bock Exception

This section will display the amount block exception details.

Summary

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and LC details, if required.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Charge Details - User can view and modify details provided for charges, if required.

Action Buttons

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

Field	Description	Sample Values
Reject	On click of reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant.	
Refer	User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	
Cancel	Cancel the Export Collection Booking Amount Block Exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

Exception - Know Your Customer (KYC)

As part of KYC validation, application will check if necessary KYC documents are available and valid for the applicant. The transactions that have failed KYC due to non-availability / expired KYC verification will reach KYC exception stage.

Log in into OBTFPM application, KYC exception queue. KYC exception failed tasks for Trade Finance transactions will be listed in your queue. Open the task, to see summary tiles that display a summary of available updated fields with values.

User can pick up a transaction and do the following actions:

Approve

- After changing the KYC status in the back end application (outside this process).
- Without changing the KYC status in the back end application.
- Reject (with appropriate reject reason).

Summary

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.
- Document Details - User can view document details.
- Draft Details - User can view the draft details.
- Shipment Details - User can view shipment details.
- Charges - User can view charge details.
- Maturity Details - User can view the maturity details.
- Advices - User can view the advices.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.
- Message Preview - User can view the preview of the simulating message to the remitting bank.
- 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	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant.	
Refer	User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	
Cancel	Cancel the Export Collection Liquidation KYC exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

Exception - Limit Check/Credit

The transactions that have failed limit check due to non-availability of limits will be available in limit check exception queue for further handling.

Log in into OBTFPM application, limit check exception queue. Limit check exception failed tasks for Trade finance transactions must be listed in your queue. Open the task, to see summary tiles that display a summary of important fields with values.

Note

On Approval of the exception task, system should validate the Limit Availability, Limit Expiry Date in the Limit System and create Earmark in the ELCM system. In case if the Limit is not available or the Limit is expired, then system should display an error message and should not allow the user to approve and proceed.

Limit check Exception approver can do the following actions:

Approve

- Limit enhanced in the back end (outside this process).
- Without enhancing limit in the back end.

Refer

- Refer back to DE providing alternate limit id to map
- Refer additional collateral to be mapped

Reject

The transaction due to non-availability of limits capturing reject reason.

Limit/Credit Check

This section will display the amount block exception details.

Summary

Tiles Displayed in Summary:

- Main Details - User can view and modify details about application details and LC details, if required.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Availability and Shipment - User can view and modify availability and shipment details, if required.
- Payments - User can view and modify all details related to payments, if required.
- Documents & Condition - User can view and modify the documents required grid and the additional conditions grid, if required.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Charges - User can view and modify charge details, if required.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Preview Messages - User can view and modify preview details, if required.
- 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	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others. Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.	
Hold	The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant.	
Refer	User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system. Refer Codes: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance- Limits • R5 - Others	
Cancel	Cancel the Export Collection Booking Limit exception check.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.	
Back	Task moves to previous logical step.	

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.

Note

The user can simulate/recalculate charge details and during calling the handoff, if handoff is failed with error the OBTFM displays the Handoff failure error during the Approval of the task.

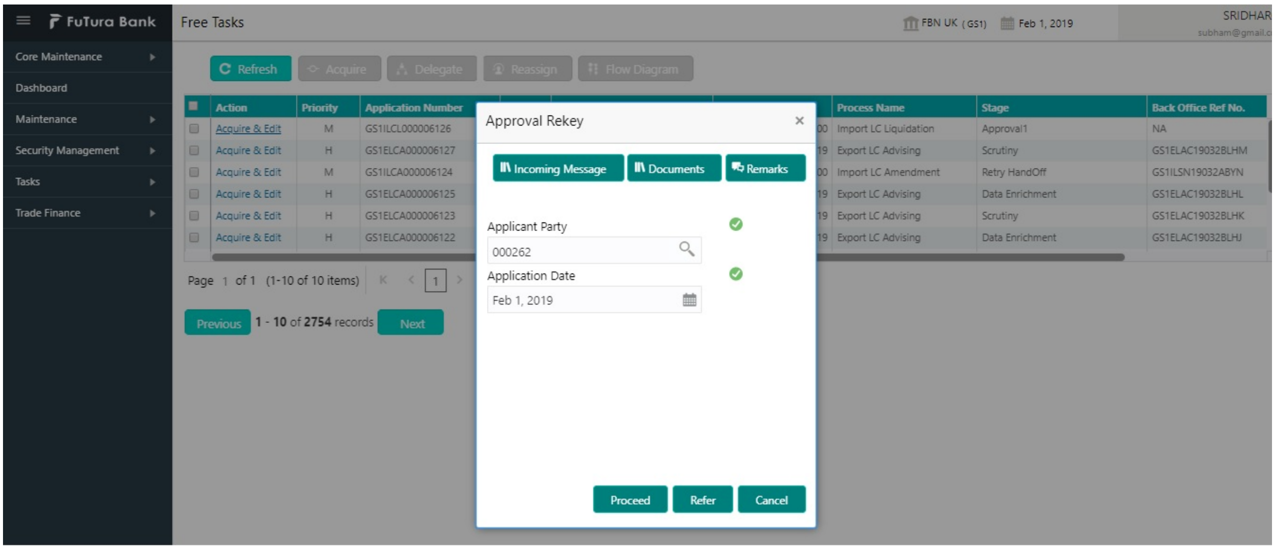
Authorization Re-Key (Non-Online Channel)

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

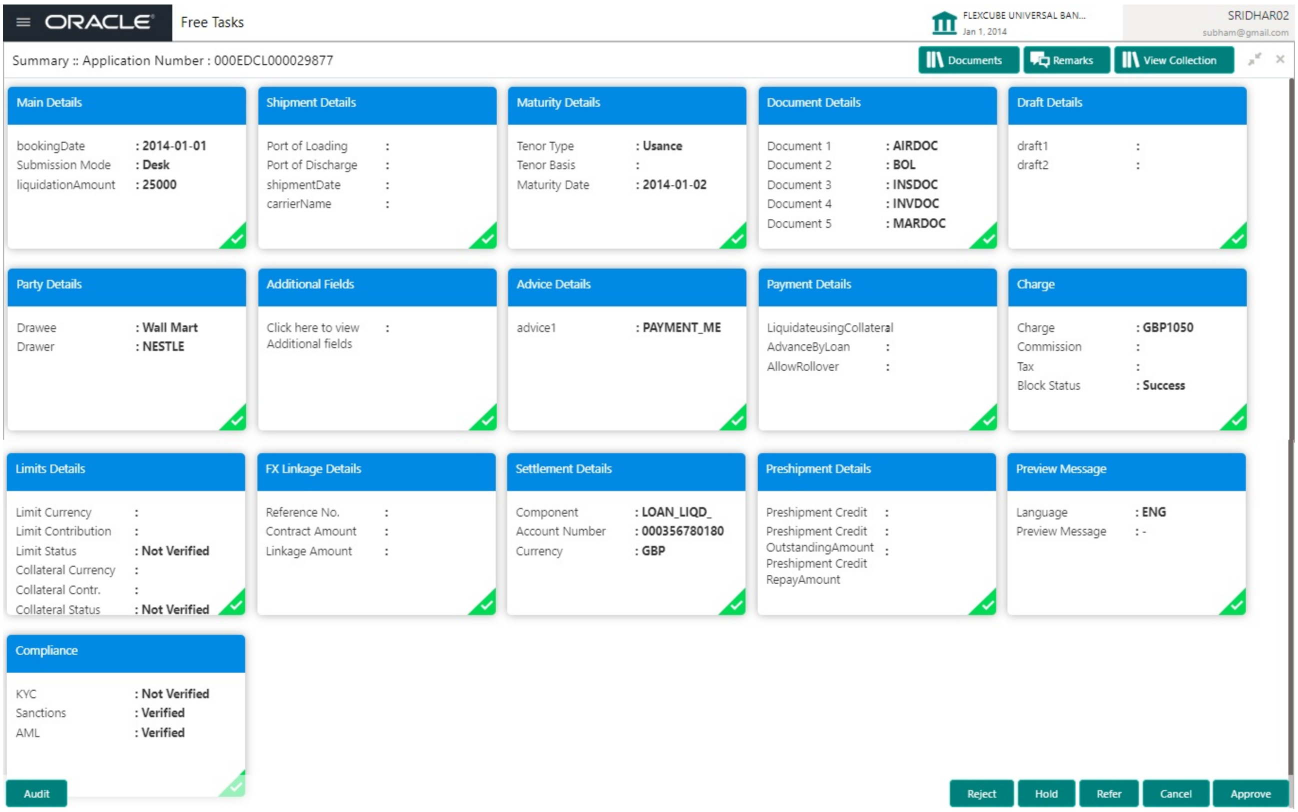
Open the task and re-key some of the critical field values from the request in the Re-key screen. Some of the fields below will dynamically be available for re-key.:

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

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



Summary



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.
- Maturity Details - User can view the maturity details.
- Documents - User can view the document details.
- Shipment Details - User can view the shipment details.
- Pre-Shipment Details - User can view the pre-shipment details.
- Advices - User can view the advices.
- Additional Fields - User can view the details of additional fields.
- Draft Details - User can view the draft details.
- Limits and Collaterals - User can view limits and collateral details.
- Charges - User can view charge details.
- Tracers - User can view the tracer details.
- FX Linkage - User can view the details of FX Linkage.
- Payment Details - User can view the payment details.
- Preview - User can view the preview message.
- 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:

<table>
<tr><th>Field</th><th>Description</th><th>Sample Values</th></tr>
<tr><td>Reject</td><td>On click of Reject, user must select a Reject Reason from a list displayed by the system.
Reject Codes:
R1- Documents missing
R2- Signature Missing
R3- Input Error
R4- Insufficient Balance/Limits
R5 - Others.
Select a Reject code and give a Reject Description.
This reject reason will be available in the remarks window throughout the process.</td><td></td></tr>
<tr><td>Hold</td><td>The details provided will be registered and status will be on hold.
This option is used, if there are any pending information yet to be received from applicant.</td><td></td></tr>
<tr><td>Refer</td><td>User will be able to refer the task back to the Data Enrichment user.User must select a Refer Reason from the values displayed by the system.
Refer Codes:
R1- Documents missing
R2- Signature Missing
R3- Input Error
R4- Insufficient Balance- Limits
R5 - Others</td><td></td></tr>
<tr><td>Cancel</td><td>Cancel the approval.</td><td></td></tr>
<tr><td>Approve</td><td>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.</td><td></td></tr>
</table>

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 been 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.	

Reference and Feedback

References

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

- Getting Started User Guide
- Common Core User Guide

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