

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

Release 14.6.1.0.0

**Part No. F61853-01**

August 2022

Oracle Banking Trade Finance Process Management - Shipping Guarantee Issuance 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 handling /processing.
- 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.

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## Shipping Guarantee Issuance

As part of Shipping Guarantee Issuance, the Importer (Applicant in case of LC transaction and Drawee in case of Documentary Collection) approaches a bank and requests the bank to issue a Shipping Guarantee and the Shipping guarantee is presented by the Importer to the carrier for taking delivery of the goods in the case of arrival of cargo prior to the shipping document.

The various stages involved for issuance of Shipping Guarantees are:

- Input application details and Upload of related mandatory and non-mandatory documents in Registration stage.
- Input/Modify details of Shipping Guarantee - Data Enrichment stage
- Check for limit availability
- Check balance availability for amount block
- Check for sanctions & KYC status
- Earmark limits/Create amount block for cash margin/charges
- Capture remarks for other users to check and act
- Generate acknowledgements.
- Hand off request to back office

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

In the subsequent sections, let's look at the details for Shipping Guarantee Issuance process:

This section contains the following topics:

<a href="#">Common Initiation Stage</a>	<a href="#">Registration</a>
<a href="#">Data Enrichment</a>	<a href="#">Amount Block Exception Approval - Trade Finance Transactions</a>
<a href="#">Amount Block Details</a>	<a href="#">Multi Level Authorization</a>

### Common Initiation Stage

The user can initiate the new Islamic Shipping Guarantee request from the common Initiate Task screen.

1. Using the entitled login credentials, login to the OBTFPM application.

## 2. Click Trade Finance > Initiate Task.

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

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

### Action Buttons

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

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

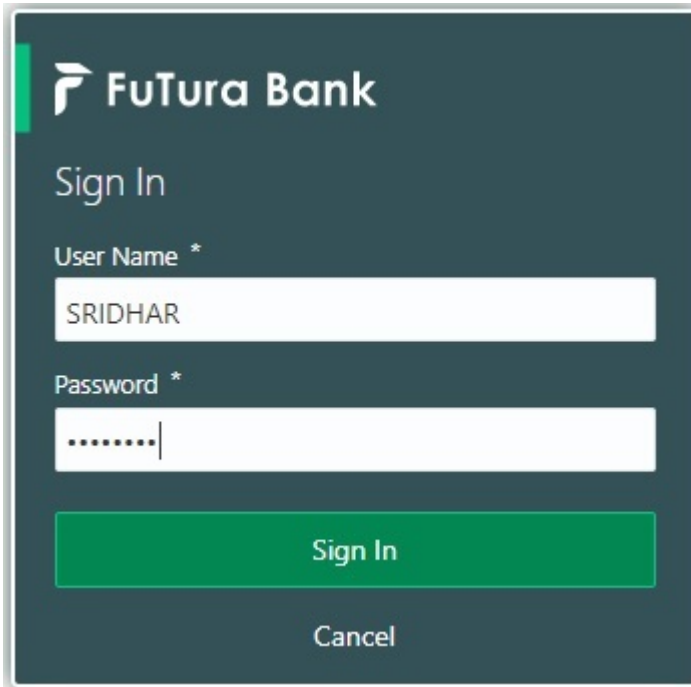
## Registration

The first stage of Shipping Guarantee Issuance process starts from the Registration Stage. The user can initiate Islamic Shipping Guarantee issuance from the Registration process.

The OBTFPM user can process MT798 with sub messages MT726-MT759 message received through SWIFT. The OBTFPM verifies the field 21 and 26E ( of the MT759 and identifies the Original Contract Reference Number and Amendment Number and invokes the process. The user can cancel the previously received MT798 referenced message which is under process.

The OBTFPM user can process incoming MT798(up to a maximum of 8 messages) with sub messages MT788-MT799 message received through SWIFT and enables the user to cancel the previously received MT798 referenced message which is under process.

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



**FuTura Bank**

Sign In

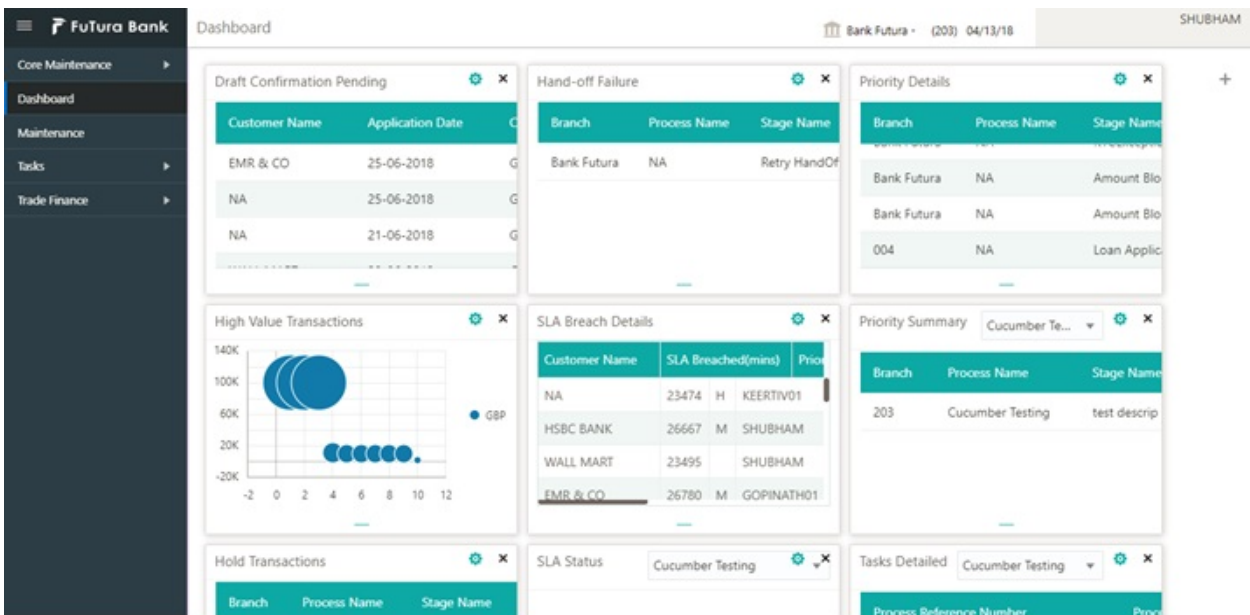
User Name \*

Password \*

**Sign In**

Cancel

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



Dashboard

Bank Futura - (203) 04/13/18 SHUBHAM

Customer Name	Application Date	Stage Name
EMR & CO	25-06-2018	G
NA	25-06-2018	G
NA	21-06-2018	G

Branch	Process Name	Stage Name
Bank Futura	NA	Retry HandOf

Branch	Process Name	Stage Name
Bank Futura	NA	Amount Blo
Bank Futura	NA	Amount Blo
004	NA	Loan Applic

High Value Transactions

140K  
100K  
60K  
20K  
-20K

2 0 2 4 6 8 10 12

● GBP

Customer Name	SLA Breached(mins)	Prior
NA	23474	H KEERTIV01
HSBC BANK	26667	M SHUBHAM
WALL MART	23495	SHUBHAM
EMR & CO	26780	M GOPINATH01

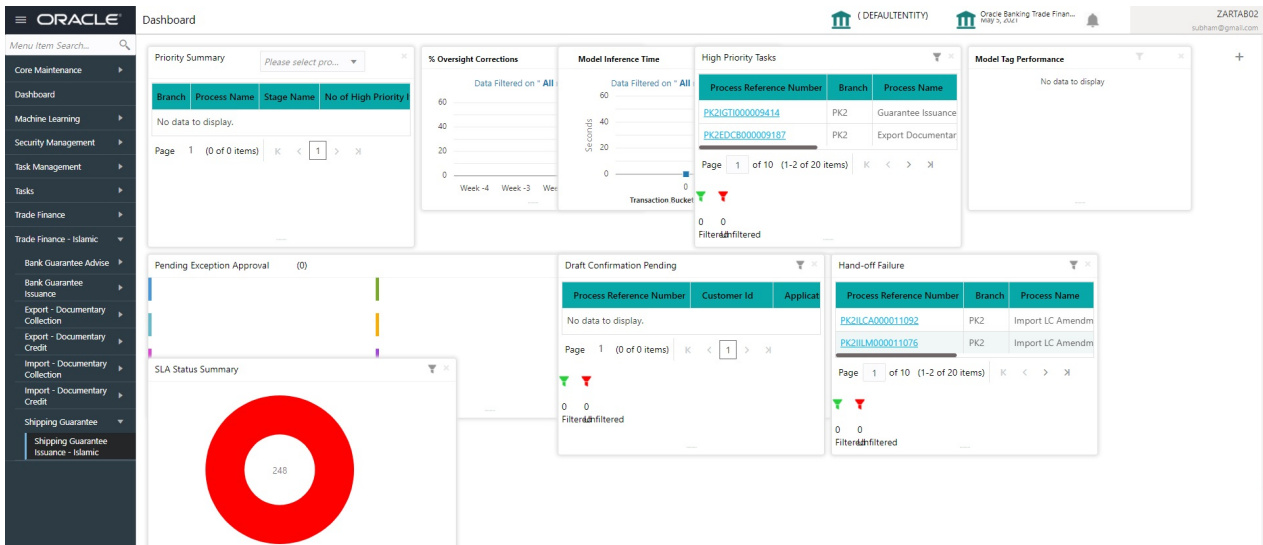
Branch	Process Name	Stage Name
203	Cucumber Testing	test descrip

Branch	Process Name	Stage Name
--------	--------------	------------

SLA Status: Cucumber Testing

Process Reference Number	Proo
--------------------------	------

3. Click Trade Finance - Islamic > Shipping Guarantee > Shipping Guarantee Issuance - Islamic.



The Registration stage has two sections Application Details and Shipping Guarantee Details. Let's look at the Registration screens below:

## Application Details

Shipping Guarantee Issuance - Islamic

Documents Remarks Customer Instruction Common Group Messages

Application Details - Main

Issued Against \* Documentaries Issuance

Documentary Credit PK2IRL1211255001

Customer \* 001044 GOODCARE PLC

Branch PK2-Oracle Banking Trade Finan...

Process Reference Number PK2ISGI000071221

Customer Reference Number

Priority Medium

Submission Mode Desk

Booking Date May 5, 2021

View LC Events

Shipping Guarantee Details

Product Code SGLI

Product Description Islamic Shipping Guarantee Issuance -

Outstanding LC Amount

SG/DO Amount \* USD \$100.00

Amount In Local Currency GBP

Contract Reference Number PK2SGLI211445502

User Reference Number PK2SGLI211445502

SG/DO Beneficiary \* 000323 Trade Indiv 3

SG/DO Expiry Date \* Sep 21, 2021

Mode of Transport \* Air

Cargo Arrival Details

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Issued Against	Select whether this Shipping Guarantee is issued against Documentary Credit or against a Documentary Collection from the drop-down.  Drop down values are: <ul style="list-style-type: none"> <li>Documentary Credit</li> <li>Documentary Collection</li> </ul>	



Field	Description	Sample Values
Documentary Credit Number	Select Documentary Credit Number from LOV or input the LC number.  This field is enabled only if value in <b>Issued Against</b> field is <b>Documentary Credit</b> .	
Customer	Read only field  If the value in <b>Issued Against</b> field is <b>Documentary Credit</b> , the customer ID for the selected Documentary credit is populated in this field and user should not be able to change the value.  If the value in <b>Issued Against</b> is <b>Documentary Collection</b> , the user can input the Customer ID or select the Customer ID from the LOV	
Branch	System defaults branch details.	203-Bank Futura -Branch FZ1
Process Reference Number	Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	203GTEISS000001134
Customer Reference Number	Shipping Guarantee back office reference gets simulated and displayed.	
Priority	Priority maintained will be populated as either 'Low or Medium or High'. If priority is not maintained for a customer, 'Medium' priority will be defaulted.	Medium
Submission Mode	System defaults the mode from Registration stage.	Desk
Booking Date	System defaults the branch date. User cannot change the value. If the task gets approved on a later date, system will populate that date as the booking date.	04/13/2018

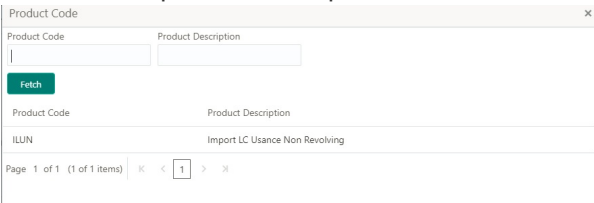
## Shipping Guarantee Details

Registration user can provide Shipping Guarantee details in this section.

**Shipping Guarantee Details**

<p>Product Code</p> <input type="text" value="SGLI"/>	<p>Product Description</p> <input type="text" value="Islamic Shipping Guarantee Issuance -"/>	<p>Outstanding LC Amount</p> <input type="text" value="GBP"/>	<p>SG/DO Amount *</p> <input type="text" value="GBP"/> <input type="text" value="£120.00"/>
<p>Amount In Local Currency</p> <input type="text" value="GBP"/> <input type="text" value="£120.00"/>	<p>Contract Reference Number</p> <input type="text" value="PK2SGLI21125ABYL"/>	<p>SG/DO Beneficiary *</p> <input type="text" value="000325"/> <input type="text" value="NATIONAL FR"/>	<p>SG/DO Expiry Date *</p> <input type="text" value="Mar 7, 2022"/>
<p>Mode of Transport *</p> <input type="text" value="Air"/>	<p>Cargo Arrival Details</p> <div style="border: 1px solid #ccc; height: 30px;"></div>		

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

Field	Description	Sample Values
Product Code	<p>Select the applicable Shipping Guarantee product code.</p> <p>Click the look up icon to search the product code with code or product description.</p>  <p>You can also enter the product code and on tab out system will validate and populate the selected product description. The product codes will be listed based on the selected value in Form of Undertaking.</p>	GUIS
Product Description	Auto populated by the application based on the selected Product Code.	Shipping Guarantee
Outstanding LC Amount	Read only field. System defaults the outstanding amount if any.	
SG/DO Amount	User can enter the amount for which the shipping guarantee has to be issued.	
Amount In Local Currency	System fetches the local currency equivalent value for the LC amount from back office (with decimal places).	
Contract Reference Number	Read only field. Auto-generated by back end application. Shipping guarantee back office reference gets simulated and displayed.	203GUIS18103 ALP5
User Reference Number	Specify the user reference number..	203GUIS18103 ALP5
SG/DO Beneficiary	User can search and select the Shipping Guarantee beneficiary details from LOV.	
SG/DO Expiry Date	Provide the expiry date of the Shipping Guarantee Issuance.	09/30/18
Mode of Transport	User can select the mode of shipment from the drop-down.  The values are: <ul style="list-style-type: none"> <li>● Sea</li> <li>● Air</li> </ul>	
Cargo Arrival Details	User can capture the cargo arrival details.	

## Miscellaneous

Shipping Guarantee Issuance - Islamic

Documents Remarks Customer Instruction Common Group Messages

Application Details - Main

Issued Against \*  
Documentary Credit

Documentary Credit Number \*  
PK2IRLJ211255001

Customer \*  
001044 GOODCARE PLC

Branch  
PK2-Oracle Banking Trade Finan...

Process Reference Number  
PK2ISGI000071221

Customer Reference Number

Priority  
Medium

Submission Mode  
Desk

Booking Date  
May 5, 2021

View LC Events

Shipping Guarantee Details

Product Code  
SGLI

Product Description  
Islamic Shipping Guarantee Issuance -

Outstanding LC Amount  
GBP

SG/DO Amount \*  
GBP £120.00

Amount In Local Currency  
GBP £120.00

Contract Reference Number  
PK2SGLI21125ABYL

SG/DO Beneficiary \*  
000325 NATIONAL FR

SG/DO Expiry Date \*  
Mar 7, 2022

Mode of Transport \*  
Air

Cargo Arrival Details

Hold Cancel Save & Close Submit

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

Field	Description	Sample Values
Documents	Upload the required documents. Application will display the mandatory and optional documents.	
Remarks	Provide any additional information regarding the Shipping Guarantee. This information can be viewed by other users processing the request.	
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> <li><b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li><b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View LC	User can view the latest LC details.	
Events	User can view all the previous events under the LC.	

### Action Buttons

Field	Description	Sample Values
Submit	On Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. Task will get moved to next logical stage of Shipping Guarantee Issuance.  If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in you queue for working later.  This option will not submit the request.	
Cancel	Cancel the Shipping Guarantee Issuance Registration stage input.	
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.	
Checklist	Make sure that the details in the checklist are completed. If mandatory checklist items are not marked, system will display an error on submit.	

### OBTF-OBTFPM Bi-Directional Flow

1. In OBTFPM, user clicks on **Request Clarification**, the system checks if the request is initiated from OBDX by validating the value available in the submission mode field is "Online". In case submission mode is "Online", the user can enter the clarification details in "Clarification Required" placeholder.
2. In case submission mode is not "Online", the system will validate if the counterparty is a OBDX customer by checking the flag "Trade Finance Portal" in the Customer Maintenance table replicated from OBTF. In this case, the user can submit clarification.
3. In case submission mode is not "Online", and if the "Trade Finance Portal" flag is set to 'No' in Customer Maintenance Table, the system should display the error message that 'The customer is not subscribed to Trade Finance Portal'.
4. Once the request is submitted, the Request Clarification functionality would be applicable to offline initiated transactions also.

## Data Enrichment

On successful completion of Registration of a Shipping Guarantee Issuance request, the request moves to Data Enrichment stage. At this stage the bank user would be able to input/update fields for OIslamic Shipping Guarantee Issuance.

Requests that are created online (Trade Portal) the task will be created in DE stage directly and the fields will be populated based on the incoming request and user can view and update if required. Submission mode for online requests will be "Online".



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 currently at Data Enrichment stage:

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

The image shows the login page for FuTura Bank. It features a dark blue header with the FuTura Bank logo and the text "Sign In". Below the header, there are two input fields: "User Name \*" with the text "SRIDHAR" and "Password \*" with masked characters. A green "Sign In" button is located at the bottom of the form.

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

The image shows the dashboard for FuTura Bank. The dashboard is titled "Dashboard" and includes a sidebar with navigation options: Core Maintenance, Dashboard, Maintenance, Tasks, and Trade Finance. The main content area displays several widgets:

- Draft Confirmation Pending:** A table with columns "Customer Name" and "Application Date".
- Hand-off Failure:** A table with columns "Branch", "Process Name", and "Stage Name".
- Priority Details:** A table with columns "Branch", "Process Name", and "Stage Name".
- High Value Transactions:** A bubble chart showing transactions for GBP.
- SLA Breach Details:** A table with columns "Customer Name", "SLA Breached(mins)", and "Priority".
- Priority Summary:** A table with columns "Branch", "Process Name", and "Stage Name".
- Hold Transactions:** A table with columns "Branch", "Process Name", and "Stage Name".
- SLA Status:** A widget showing "Cucumber Testing".
- Tasks Detailed:** A widget showing "Cucumber Testing".

### 3. Click Tasks > Free Tasks.

Free Tasks

Refresh Acquire Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Num
Acquire & Edit	Medium	Islamic Shipping Guara...	PK2ISGI000071221	PK2ISGI000071221	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Guarantee Advise Canc...	PK2GTAC000071219	PK2GTAC000071219	Registration	22-03-10	PK2	001044
Acquire & Edit	---	Export LC Transfer	PK2ELCT000071218	PK2ELCT000071218	Scrutiny	22-03-10	PK2	001044
Acquire & Edit	Medium	Export LC Drawing - Isla...	PK2IELD000071217	PK2IELD000071217	Scrutiny	22-03-10	PK2	001044
Acquire & Edit	Medium	Shipping Guarantee Iss...	PK2SGTI000071207	PK2SGTI000071207	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Export LC Drawing - Isla...	PK2IELD000071212	PK2IELD000071212	Scrutiny	22-03-10	PK2	001043
Acquire & Edit	---	Export LC Drawing	PK2ELCD000071214	PK2ELCD000071214	Registration	22-03-10	PK2	001044
Acquire & Edit	High	Import LC Amendment	PK2ILCA000071204	PK2ILCA000071204	Approval Task Level 1	22-03-10	PK2	001044
Acquire & Edit	Medium	Shipping Guarantee Iss...	PK2SGTI000071210	PK2SGTI000071210	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Islamic Import LC Drawi...	PK2IILD000071211	PK2IILD000071211	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	---	Islamic Import LC Drawi...	PK2IILD000071209	PK2IILD000071209	Registration	22-03-10	PK2	001044
Acquire & Edit	Medium	Guarantee Advise Amen...	PK2GTAA000071201	PK2GTAA000071201	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Islamic Export Docume...	PK2IEDB000071200	PK2IEDB000071200	KYC Exceptional approval	22-03-09	PK2	004812

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

Free Tasks

Refresh Acquire Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Num
Acquire & Edit	Medium	Islamic Shipping Guara...	PK2ISGI000071221	PK2ISGI000071221	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Guarantee Advise Canc...	PK2GTAC000071219	PK2GTAC000071219	Registration	22-03-10	PK2	001044
Acquire & Edit	---	Export LC Transfer	PK2ELCT000071218	PK2ELCT000071218	Scrutiny	22-03-10	PK2	001044
Acquire & Edit	Medium	Export LC Drawing - Isla...	PK2IELD000071217	PK2IELD000071217	Scrutiny	22-03-10	PK2	001044
Acquire & Edit	Medium	Shipping Guarantee Iss...	PK2SGTI000071207	PK2SGTI000071207	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Export LC Drawing - Isla...	PK2IELD000071212	PK2IELD000071212	Scrutiny	22-03-10	PK2	001043
Acquire & Edit	---	Export LC Drawing	PK2ELCD000071214	PK2ELCD000071214	Registration	22-03-10	PK2	001044
Acquire & Edit	High	Import LC Amendment	PK2ILCA000071204	PK2ILCA000071204	Approval Task Level 1	22-03-10	PK2	001044
Acquire & Edit	Medium	Shipping Guarantee Iss...	PK2SGTI000071210	PK2SGTI000071210	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Islamic Import LC Drawi...	PK2IILD000071211	PK2IILD000071211	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	---	Islamic Import LC Drawi...	PK2IILD000071209	PK2IILD000071209	Registration	22-03-10	PK2	001044
Acquire & Edit	Medium	Guarantee Advise Amen...	PK2GTAA000071201	PK2GTAA000071201	DataEnrichment	22-03-10	PK2	001044
Acquire & Edit	Medium	Islamic Export Docume...	PK2IEDB000071200	PK2IEDB000071200	KYC Exceptional approval	22-03-09	PK2	004812

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

My Tasks

Refresh Release Escalate Delegate Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Edit	Medium	Islamic Shipping Guara...	PK2ISGI000071221	PK2ISGI000071221	DataEnrichment	22-03-10	PK2	001044
Edit	---	Export Documentary Co...	PK2EDCU000071216	PK2EDCU000071216	DataEnrichment	22-03-10	PK2	000153
Edit	---	Export Documentary Co...	PK2EDCU000071213	PK2EDCU000071213	Registration	22-03-10	PK2	000153
Edit	---	Islamic Import Docume...	PK2IIDB000071187	PK2IIDB000071187	Registration	22-03-09	PK2	
Edit	Medium	Import Documentary C...	000IDCB000071157	000IDCB000071157	Registration	22-03-08	PK2	000335
Edit	Medium	Export Documentary Co...	PK1EDCB000071156	PK1EDCB000071156	Registration	22-03-08	PK2	000322
Edit	Medium	Export LC Amendment	PK2ELCA000071121	PK2ELCA000071121	Scrutiny	22-03-07	PK2	001044
Edit	---	Export LC Amendment	PK2ELCA000071120	PK2ELCA000071120	Registration	22-03-07	PK2	001044
Edit	---	Export LC Amendment	PK2ELCA000071103	PK2ELCA000071103	Registration	22-03-07	PK2	000153
Edit	---	Export LC Amendment	PK2ELCA000071102	PK2ELCA000071102	Registration	22-03-07	PK2	000153
Edit	Medium	Import LC Closure	PK2ILCC000071098	PK2ILCC000071098	DataEnrichment	22-03-05	PK2	001044
Edit	---	Import LC Internal Ame...	PK2IIIA000071097	PK2IIIA000071097	Registration	22-03-05	PK2	001044
Edit	Medium	Import LC Internal Ame...	PK2ILCI000071096	PK2ILCI000071096	DataEnrichment	22-03-05	PK2	001204

Page 1 of 1 (1 - 16 of 16 items) 1 >



The Data Enrichment stage has three sections as follows:

- Main Details
- Shipment Details
- Additional Fields
- Advices
- Additional Details
- Settlement Details
- Summary

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

## Main Details

Main details section has three sub section as follows:

- Application Details
- Shipping Guarantee Details

## Application Details

All fields displayed under Application details section, would be read only except for the **Priority** and **Customer Reference Number**. Applications from Online channels will be directly available in the Data Enrichment stage and the fields will be populated with the details from incoming request.

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

Islamic Shipping Guarantee Issuance  
DataEnrichment :: Application No:- PK2ISGI000071221

Documents Remarks Overrides Customer Instruction Common Group Messages

Main

Application Details - Main

Issued Against \*  
Documentary Credit

Documentory Credit Number \*  
PK2IRLI211255001

Customer \*  
001044 GOODCARE PLC

Branch  
PK2-Oracle Banking Trade Finan...

Process Reference Number  
PK2ISGI000071221

Customer Reference Number

Priority  
Medium

Submission Mode  
Desk

Booking Date  
May 5, 2021

View LC Events

Shipping Guarantee Details

Product Code

Product Description

Outstanding LC Amount  
GBP £100,000.00

SG/DO Amount \*  
USD \$100.00

Amount In Local Currency  
GBP £100,000.00

Contract Reference Number

User Reference Number  
PK2ILSR211258501

SG/DO Beneficiary \*  
000326 PHIL HAMPTC

SG/DO Expiry Date \*  
May 31, 2021

Mode of Transport \*  
Sea

Cargo Arrival Details

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Next

## Shipping Guarantee Details

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

## Action Buttons

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

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</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	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view the overrides accepted by the user.	



Field	Description	Sample Values
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.	
Request Clarification	User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>User can reject the task and has to enter the Reject Reason and the task may get terminated or moved to Reject Approval Stage</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance- Limits</li> <li>• R5 – Others</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the Guarantee Issuance scrutiny stage inputs.	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	

Field	Description	Sample Values
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Shipment Details

As part of DE, user will verify and enter the basic details available in the Islamic Shipping Guarantee request. In case the request is received through online channel, user will verify the details populated.

Islamic Shipping Guarantee Issuance  
DataEnrichment :: Application No:- PK2ISGI000071221

Documents Remarks Overrides Customer Instruction Common Group Messages

Main Shipment Details (2 / 7)

Shipment Details

Date of Shipment \*  
Mar 10, 2020

Port of Loading \*  
Chennai

Port of Discharge \*  
London



Carrier Name \*  
Broom Carrier

Bill of Lading/AWB No \*  
243454

Shipment Marks

Shipping Agent Name

Goods Details

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Total Amount	Action
CILLAFABRIC	G	CILLAFABRIC				 

Page 1 of 1 (1 of 1 items)

Shipping Guarantee Details

Shipping Guarantee Text \*  
Ships to Mumbai

Audit Reject Refer Hold Cancel Save & Close Back Next

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

Field	Description	Sample Values
Date of Shipment	Select the shipment date. If the shipment date is a future date, system should display an Error message.	
Port of Loading	Enter the port of loading details.	
Port of Discharge	Enter the port of discharge details.	
Carrier Name	Enter the carrier details.	
Bill of Landing/ AWB No.	Enter the Bill of Lading no. or Airway Bill number.	
Shipment Marks	Enter the Shipment marks and number.	
Shipping Agent	Enter the Shipping Agent details.	

Goods Details

Field	Description	Sample Values
Goods Code	Against LC – System defaults the License Details as per LC details Against BC - User to select the License Details as per the documents	
Goods Type	System defaults the goods type as per the selected goods code.	
Goods Description	Against LC – System defaults the Goods Description as per LC Details Against BC - User to capture the Goods Description as per the documents	
No. of Units	Enter the goods quantity as per the documents.	
Price Per Unit	Enter the unit price as per the documents.	
Total Amount	Enter the Goods total amount as per the documents.	
Action	Click Edit to edit the goods details. Click Delete to delete the goods record.	
Shipping Guarantee Details		
Shipping Guarantee Text	Enter the Shipping Guarantee text.	

### Action Buttons

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

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	

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>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>	
Overrides	<p>Click to view the overrides accepted by the user.</p>	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	<p>Click Common Group Message button, to send MT799 and MT999 messages from within the task.</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.</p>	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>User can reject the task and has to enter the Reject Reason and the task may get terminated or moved to Reject Approval Stage</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	

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

## Additional Fields

Based on the User defined fields maintained system defaults the UDF maintained.

## Action Buttons

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

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</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	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view 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.	
Request Clarification	User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.	

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>User can reject the task and has to enter the Reject Reason and the task may get terminated or moved to Reject Approval Stage</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance- Limits</li> <li>• R5 – Others</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Guarantee Issuance scrutiny stage inputs.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Back	<p>On click <b>Back</b>, user navigates to previous step.</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>	

## Advices

As part of DE, user will verify the advices details data segment of the Islamic Shipping Guarantee Issuance request.

Based on the Advices maintained at the Product level, system should default the advices.

Islamic Shipping Guarantee Issuance  
DataEnrichment :: Application No:- PK2ISGI000071223

Documents Remarks Overrides Customer Instruction Common Group Messages

Main  
Shipment Details  
Additional Fields  
Advices  
Additional Details  
Settlement Details  
Summary

Advices

Screen (4 / 7)

Advice : PAYMENT_MESS...	Advice : PAYMENT_MESS...
Advice Name : <b>PAYMENT_MESSAGE</b> Advice Party : Party Name : Suppress : <b>NO</b> Advice	Advice Name : <b>PAYMENT_MESSAGE</b> Advice Party : Party Name : Suppress : <b>NO</b> Advice

Audit

Reject Refer Hold Cancel Save & Close Back Next

User can also suppress the Advice, if required.



## Advice Details

Advice Details
✕

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Advice Details

Suppress Advice

Party ID: 000585

Advice Name: LC\_CASH\_COL\_ADV

Party Name: NESTLE

Medium: SWIFT

Advice Party: APP

---

Free Format Text

+
-

Select	FFT Code	FFT Description
No data to display.		

---

Instructions

+
-




Select	Instruction Code	Instruction Description	Action
<input type="checkbox"/>	DELIVERACC	DELIVER DOCUMENTS AGAINST ACCEPTANCE	<span style="background-color: #007060; color: white; padding: 2px 5px;">+</span>

OK
Cancel

Field	Description	Sample Values
Suppress Advice	<p><b>Toggle on:</b> Switch on the toggle if advice is suppressed.</p> <p><b>Toggle off:</b> Switch off the toggle if suppress advice is not required for the amendments</p>	
Advice Name	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Medium	The medium of advices is defaulted from the system. User can update if required.	
Advice Party	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Party ID	Value be defaulted from Guarantee /SBLC Issuance. User can update if required.	
Party Name	<p>Read only field.</p> <p>Value be defaulted from Guarantee /SBLC Issuance.</p>	
Free Format Text		
FFT Code	User can select the FFT code as a part of free text.	
FFT Description	FFT description is populated based on the FFT code selected.	
<div style="background-color: #007060; color: white; width: 20px; height: 20px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">+</div>	Click plus icon to add new FFT code.	

22

ORACLE®

Field	Description	Sample Values
	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 selected instruction code.	

## Action Buttons

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

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</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	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	

Field	Description	Sample Values
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.	
Request Clarification	User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>User can reject the task and has to enter the Reject Reason and the task may get terminated or moved to Reject Approval Stage</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance- Limits</li> <li>• R5 – Others</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the Shipping Guarantee Data Enrichment stage inputs.	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Back	On click <b>Back</b> , user navigates to previous step.	

Field	Description	Sample Values
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	

## Additional Details

As part of DE, user will verify and enter the basic additional details available in the Islamic Shipping Guarantee request. In case the request is received through online channel, user will verify the details populated.

## Limits & Collateral

On Approval, system should not release the Earmarking against each limit line and system should handoff the "Limit Earmark Reference Number" to the back office. On successful handoff, back office will make use of these "Limit Earmark Reference Number" to release the Limit Earmark done in the mid office (OBTFFPM) and should Earmark the limit from the Back office.

In case multiple Lines are applicable, Limit Earmark Reference for all lines to be passed to the back office.

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

Limit Details
✕

Customer Id  
001044

Contribution % \*  
100.0

Contribution Currency  
GBP

Limit Currency  
GBP

Limit Check Response  
Available

Expiry Date  
24-Dec-2020

Line ID \*  
001044\_GB

Limits Description

Contribution Amount \*

Limit Available Amount


Response Message


Field	Description	Sample Values
	Click plus icon to add new Limit Details.	

#### Limit Details

Click + plus icon to add new limit details.

Below fields are displayed on the Limit Details pop-up screen, if the user clicks plus icon.

Customer ID	Applicant's/Applicant Bank customer ID will get defaulted.	
Line ID	<p>User can choose from the various lines available and mapped under the customer id gets listed in the drop down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount.</p> <div style="text-align: center;">  <p><b>Note</b></p> <p>User can also select expired Line ID from the lookup and on clicking the verify button, system should default "The Earmarking cannot be performed as the Line ID is Expired" in the "Response Message" field.</p> </div>	

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

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

Collateral Details
✕

Total Collateral Amount * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="\$67.00"/>	Collateral Amount to be Collected * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="\$0.00"/>
Sequence Number <input style="width: 90%; border: 1px solid #ccc;" type="text" value="2.0"/>	Collateral Split % * <input style="width: 80%; border: 1px solid #ccc;" type="text" value="100.0"/> <span style="float: right; border: 1px solid #ccc; padding: 2px;">▼ ▲</span>
Collateral Contribution Amount * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="\$67.00"/>	Settlement Account * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="PK1000327018"/> <span style="float: right; border: 1px solid #ccc; padding: 2px;">🔍</span>
Settlement Account Currency <input style="width: 90%; border: 1px solid #ccc;" type="text" value="GBP"/>	Exchange Rate <input style="width: 80%; border: 1px solid #ccc;" type="text" value="1.3"/> <span style="float: right; border: 1px solid #ccc; padding: 2px;">▼ ▲</span>
Contribution Amount in Account Currency <input style="width: 90%; border: 1px solid #ccc;" type="text" value="£0.00"/>	Account Available Amount <input style="width: 90%; border: 1px solid #ccc;" type="text" value="£99,999,393,343.91"/>
Response <input style="width: 90%; border: 1px solid #ccc;" type="text" value="VS"/>	Response Message <input style="width: 90%; border: 1px solid #ccc;" type="text" value="The amount block can be performed as"/>

Verify

✔ Save & Close
✕ Cancel

#### Cash Collateral Details

Collateral Percentage	Specify the percentage of collateral to be linked to this transaction.	
Collateral Currency and amount	System populates the contract currency as collateral currency by default. User can modify the collateral Currency and amount.	
Exchange Rate	System populates the exchange rate maintained. User can modify the collateral Currency and amount. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.	

Click + plus icon to add new collateral details.


Below fields are displayed on the Collateral Details pop-up screen, if the user clicks plus icon.

Total Collateral Amount	Read only field. This field displays the total collateral amount provided by the user.	
Collateral Amount to be Collected	Read only field. This field displays the collateral amount yet to be collected as part of the collateral split.	
Sequence Number	Read only field. The sequence number is auto populated with the value, generated by the system.	

Collateral Split %	Specify the collateral split% to be collected against the selected settlement account.	
Collateral Contribution Amount	Collateral contribution amount will get defaulted in this field.  The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.	
Settlement Account	Select the settlement account for the collateral.	
Settlement Account Currency	Settlement Account Currency will be auto-populated based on the Settlement Account selection.	
Exchange Rate	Read only field.  This field displays the exchange rate, if the settlement account currency is different from the collateral currency.	
Contribution Amount in Account Currency	Read only field.  This field displays the contribution amount in the settlement account currency as defaulted by the system.	
Account Available Amount	Read only field.  Account available amount will be auto-populated based on the Settlement Account selection.	
Response	Response can be 'Success' or 'Amount not Available'.  System populates the response on clicking the <b>Verify</b> button.	
Response Message	Detailed Response message.  System populates the response on clicking the <b>Verify</b> button.	
Verify	Click to verify the account balance of the Settlement Account.	
Save & Close	Click to save and close the record.	
Cancel	Click to cancel the entry.	

Below fields appear in the **Cash Collateral Details** grid along with the above fields.



Collateral %	<p>User must enter the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message.</p> <p>System defaults the collateral % maintained for the customer into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product.</p> <p>User can modify the defaulted collateral percentage, in which case system should display an override message “Defaulted Collateral Percentage modified”.</p>	
Contribution Amount	<p>This field displays the collateral contribution amount.</p> <p>The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message “Defaulted Collateral Percentage modified.”</p>	
Account Balance Check Response	<p>This field displays the account balance check response.</p>	
Delete Icon 	<p>Click minus icon to remove any existing Collateral Details.</p>	
Edit Link	<p>Click edit link to edit any existing Collateral Details.</p>	

### Commission, Charges and Taxes Details

After Advices, click on **Next** and landing on the Additional Details tab, the default commission, charges and tax if any will get populated.

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

Commission,Charges and Taxes

Recalculate Redefault

Commission Details

Event

Event Description

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

Page 1 (0 of 0 items) < 1 >

Charge Details

Component	Tag currency	Tag Amount	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
No data to display.										

Page 1 (0 of 0 items) < 1 >

Tax Details

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

Save & Close Cancel

## Commission Details

The Commission Details with values is defaulted here, if default commission is available under the product.

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

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	Select the commission component	
Rate	Defaults from product. User can change the rate, if required.  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.	
Modified Rate	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Currency	Defaults the currency in which the commission needs to be collected	

Field	Description	Sample Values
Amount	<p>An amount that is maintained under the product code defaults in this field.</p> <p>The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPM.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>	
Modified	User can enter a new amount in 'Modified amount' field. From the default value, if the rate is changed or the amount is changed, the same is updated in the modified amount field.	
Billing	If charges/commission is handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	Select the check box, if charges/commissions has to be deferred and collected at any future step.	
Waive	<p>Select the check box to waive charges/ commission.</p> <p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p>	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary.	
Settlement Account	Details of the Settlement Account.	

Fields and Description of Charge Details provided in the following table:

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.	

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

## Tax Details

The tax component is calculated based on the commission. The tax component defaults if maintained in the product level. Tax detail cannot be updated by you 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.

Following Tax Details will be displayed:

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 charges/commission is handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	Select the check box, if charges/commissions has to be deferred and collected at any future step.	
Settlement Account	Details of the settlement account.	

## Preview

The Bank user can view a preview of the outgoing advise.

The Preview section consists of following.

## Preview Message

Based on the shipping guarantee details captured in the previous screen, the preview message simulated from the back office and the user can view the message.

Field	Description	Sample Values
Preview SWIFT Message		

Field	Description	Sample Values
Language	Select the language for the SWIFT message.	
Message Type	Select the message type.	
Preview Advice	Display a preview of the draft message.	
Preview Mail Device		
Language	Select the language for the advice message.	
Advice Type	Select the advice type.	
Preview Advice	Display a preview of the advice.	
Draft Confirmation Required	This toggle enables the user to select if draft confirmation is required or not	
Following fields will have values on receipt of customer response.		
Customer Response	User can enter the response received from customer. If the response is received online, the response is auto populated in this field by the system	
Customer Remarks	Remarks from the customer for the draft	
Response Date	Customer Response received date.	
Default Email list	Default email address of the customer.	
Add Recipients	Enables to add more recipients for the customer response.	

### Action Buttons

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

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	

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>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>	
Overrides	<p>Click to view the overrides accepted by the user.</p>	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	<p>Click Common Group Message button, to send MT799 and MT999 messages from within the task.</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance- Limits</li> <li>• R5 – Others</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Guarantee Issuance scrutiny stage inputs.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Back	<p>On click <b>Back</b>, user navigates to previous step.</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>	

## Settlement Details

As part of DE, user will verify and enter the settlement details available in the Islamic Shipping Guarantee request. In case the request is received through online channel, user will verify the details populated.



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

The screenshot shows the Oracle Financials Settlement Details screen. The main table displays settlement details for various components. The table has the following columns: Component, Currency, Debit/Credit, Account, Account Description, Account Currency, Netting Indicator, Current Event, Original Exchange Rate, Exchange Rate, and Deal Reference.

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event	Original Exchange Rate	Exchange Rate	Deal Reference
AGUIR_COM1_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AGUIR_COM1_LQPP	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AGUIR_COMM_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AGUIR_COMM_LQPP	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
ARC1_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AVL_SET_LCAMT	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
AVL_SET_LCAMTEQ	GBP	Credit	PK20010440017	GOODCARE PLC	GBP	No	No			
CHGTRAMNV_LIQD	GBP	Debit	152110003	Domestic Export Sig	GBP	No	Yes			
CLAIM_CUST_AMT	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			
CLAIM_CUST_AMT_FX	GBP	Debit	PK20010440017	GOODCARE PLC	GBP	No	No			

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 displays the current event as Y or N.	
Original Exchange Rate	System displays the Original Exchange Rate as simulated in settlement details section from OBTF	
Exchange Rate	The exchange rate.	
Deal Reference Number	The exchange deal reference number.	

## Action Buttons

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

Field	Description	Sample Values
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</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	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view 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.	
Request Clarification	User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance- Limits</li> <li>● R5 – Others</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Guarantee Issuance scrutiny stage inputs.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Back	<p>On click <b>Back</b>, user navigates to previous step.</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>	

## Summary

User can review the summary of details updated in DE stage for Islamic Shipping Guarantee Issuance.

The Summary tiles displays a list of important fields with values. The tiles where fields have been modified have to be highlighted in different color. User can drill down from Summary Tiles into respective data segments.

Islamic Shipping Guarantee Issuance  
DataEnrichment :: Application No:- PK2ISGI000071221

Documents Remarks Overrides Customer Instruction Common Group Messages

Summary

Main	Shipment Details	Additional Fields	Advices
Booking Date : 2021-05-05 Submission Mode : Desk Issued Against : LC	Port of Loading : Chennai Port of Discharge : London Shipment Date : 2020-03-10 Carrier Name : Broom Carr	Click here to view : Additional fields	Advice 1 : Advice 2 :
Limits and Collaterals	Commission, Charges and Taxes	Preview Messages	Accounting Details
Limit Currency : GBP Limit Contribution : 100000 Limit Status : Not Verified Collateral Currency : GBP Collateral Contr. : 8000 Collateral Status : Not Verified	Charge : Commission : Tax : Block Status : Not Initia	Language : ENG Preview Message : -	Event : Account Number : Branch :
Party Details	Compliance	Settlement Details	
Beneficiary : NATIONAL F Advising Bank : WELLS FARG Applicant : GOODCARE PLC	KYC : Not Initia Sanctions : Not Initia AML : Not Initia	Component : Account Number : Currency :	

Audit Reject Refer Hold Cancel Save & Close Back Next Submit

### Tiles Displayed in Summary

- Main Details - User can view the application details and Guarantee/Standby details. User can modify the details if required.
- Shipment Details - User can view the shipment details.
- Additional Fields - User can view the additional fields.
- Advices - User can view the advices details.
- Limits and Collaterals - User can view the limits and collateral details. User can modify the details if required.
- Commission, Charges and Taxes - User can view the provided charge details, if required. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details.
- Party Details - User can view the party details like beneficiary, advising bank etc..
- 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
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.	

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>Application displays mandatory documents to be uploaded for amendment. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>	
Overrides	<p>Click to view the overrides accepted by the user.</p>	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	<p>Click Common Group Message button, to send MT799 and MT999 messages from within the task.</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance- Limits</li> <li>• R5 – Others</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancel the Scrutiny Stage Inputs.	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Back	On click <b>Back</b> , user navigates to previous step.	
Submit	<p>On Submit, system should validate for all mandatory field values Task will get moved to next logical stage of Guarantee Issuance.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	

## Amount Block Exception Approval - Trade Finance Transactions

As a part of Amount Block Exception, the user has to review the amount block exception for Trade Finance requests that failed to create Amount Block in backend system.

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

In Amount block, system checks whether the sufficient balance is available in the account to create the block. On hand-off, system will debit the blocked account to the extent of block and credit charges/ commission account in case of charges block or credit the amount in suspense account for blocks created for collateral.

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

## Application Details

Refer to [Application Details](#). The fields are read only.

## Summary

Tiles Displayed in Summary:

- Main Details - User can view about the application details and guarantee issuance details.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required.
- Limits and Collaterals - User can view the captured details of limits and collaterals.
- Charges - User can view the provided charge details.
- Remarks - User can view the remarks captured during earlier stages.
- Documents - User can view all the documents uploaded as part of the process.

## Action Buttons

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

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

## Amount Block Details

### Limits & Collateral

All the fields in the tables below will be read-only in the Amount Block exception System'

Provide the Amount Block Details based on the description in the following table:



Field	Description	Sample Values
Customer ID	Unique Customer Identification Number of the customer for whom the credit exception approval is required.	
Line ID	Line ID under which the limit check was originally performed.	
Contribution%	Percentage of the transaction amount that need to be earmarked.	
Contribution Currency	Currency of transaction.	
Contribution Amount	Indicates the amount that is required in the contribution currency for Earmark.	
Limit Check Response	Response received from backend system. Response can be Limit Earmark Created or Limits not available.	

## Collateral Details

Field	Description	Sample Values
Collateral Type	The type for which the amount block is required eg: charges, cash collateral, deposit etc.	
Collateral %	Percentage of the transaction amount that needs to be marked against a collateral.	
Currency	Currency of transaction.	
Amount	Amount that is marked as collateral.	
Settlement Account	The account that will be blocked for collateral.	

## Charge Details

Field	Description	Sample Values
Type	The type for which the amount block is required eg: charges, cash collateral, deposit etc.	
Contract Currency	The currency of the contract.	
Block Amount	The amount for which the block is required.	
Branch	The branch under which the amount block has to be made.	
Account	Settlement account to be used.	
Account Currency	Currency in which the settlement account is maintained.	
Available Balance	The outstanding balance in the account when the amount block was placed in contract currency.	
Block Reference Number	Unique Amount Block reference.	
Block Status	The status of amount block – Success or failure.	
Block Status Detail	Failed Reason (This field will have value only if amount block is failed).	

## Action Buttons

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

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

## Multi Level Authorization

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



### 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

The 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.:

- Applicant Name
- Beneficiary Name
- Undertaking Currency
- Undertaking
- Amount
- Expiry Date

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.

Approval Rekey ×

📄 Documents 🗨️ Remarks

Currency

 ✓

Amount

 ✓

Refer Cancel Proceed

Click Next to view the Summary screen.

## Summary

Main	Guarantee Preferences	Additional Fields	ADVICES	Limits and Collaterals
SBLC/Guarantee Type : <b>RETN</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2021-05-05</b>	Collection by : Delivery of Original : Amendment :	Click here to view : Additional fields :	Advice 1 : <b>ISB_BEN_CL</b> Advice 2 : <b>LC_ACK_ADV</b> Advice 3 : <b>ADV_THIRD_</b> Advice 4 : <b>PAYMENT_ME</b>	Limit Currency : Limit Contribution : Limit Status : <b>Not Verified</b> Collateral Currency : Collateral Contr. : Collateral Status : <b>Not Verified</b>
Commission,Charges and Taxes	Advice Preview Details	Parties Details	Compliance details	Acknowledgement Details
Charge : Commission : Tax : Block Status : <b>Not Initia</b>	Language : <b>ENG</b> Preview Message : -	Applicant : <b>PHIL HAMPTON</b> Confirming Bank : <b>WELLS FARG</b> Beneficiary : <b>Trade Indi</b>	KYC : <b>Not Verified</b> Sanctions : <b>Verified</b> AML : <b>Verified</b>	Account Identification : Date of Acknowledgement : Amount : Currency :
Accounting Details	Exception(Approval)			
Event : <b>BANC</b> AccountNumber : <b>620000003</b> Branch : <b>PK2</b>	KYC : <b>EXCEPTION</b> PLEASE VISIT : - REMARKS FOR MORE DETAILS :			

Documents Remarks Overrides Customer Instruction Common Group Messages Incoming Message

Audit

Reject Hold Refer Cancel Approve

### Tiles Displayed in Summary:

- **Main Details** - User can view the application details and guarantee/ Standby details. User can modify the details if required.
- **Guarantee Preferences** - User can view guarantee preferences.
- **Local Guarantee** - User can view local guarantee details.
- **Party Details** - User can view the party details like beneficiary, advising bank etc.
- **Additional Fields** - User can view the details of additional fields.
- **Limits and Collaterals** - User can view the limits and collateral details. User can modify the details if required.
- **Charge** - User can view the details provided for charges. User can modify the 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	<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>	

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

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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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