Import LC Amendment - Beneficiary Consent - Islamic User Guide **Oracle Banking Trade Finance Process Management** Release 14.7.1.0.0

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Oracle Banking Trade Finance Process Management

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

This document will take you through following activities in OBTFPM:

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

Overview

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

Benefits

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

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

Key Features

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



Import LC Amendment - Beneficiary Consent - Islamic

As part of Conventional Import LC Amendment, Import LC Amendment process enables the user to make an amendment to the LC which had been already issued. The amendments may need consent from the beneficiary of the amendment and the amended LC is parked awaiting beneficiary consent. Once the Beneficiary has accepted the amendment, the LC amendment Confirmation will be triggered.

The various stages involved for Import LC Amendment Beneficiary Consent are:

- Input data and Upload of related mandatory and non-mandatory documents in Registration stage
- Input/Modify details of amendment of LC Data Enrichment stage
- Capture remarks for other users to check and act
- Notify customer on any negative statuses in any of the stages to the applicant
- Hand off request to back office for amendment confirmation

The design, development and functionality of the Islamic Import LC Amendment Beneficiary Consent process flow is similar to that of conventional Import LC Amendment process flow.

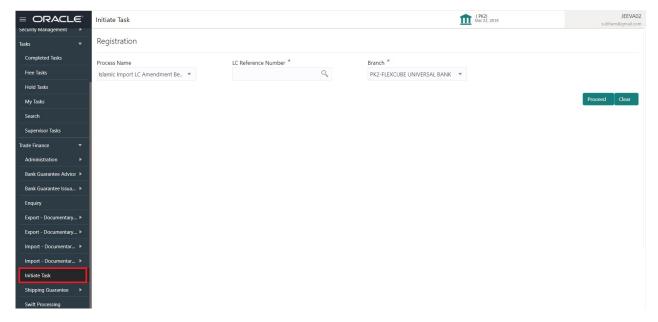
This section contains the following topics:

| Common Initiation Stage | Registration |
|-------------------------|----------------|
| Data Enrichment | Multi Approval |

Common Initiation Stage

The user can initiate the new Islamic import LC amendment beneficiary consent 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. |
| LC Reference Number | Select the LC Reference Number. |
| Branch | Select the branch. |

Action Buttons

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

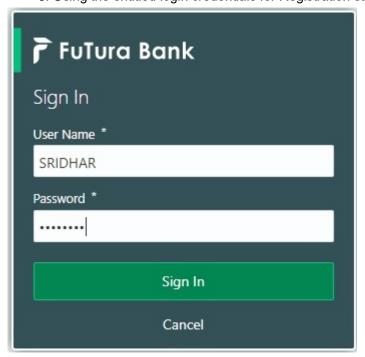
| Field | Description |
|---------|--|
| Proceed | Task will get initiated to next logical stage. |
| Clear | The user can clear the contents update and can input values again. |

Registration

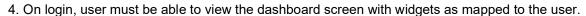
If beneficiary response is given through branch either by fax, mail, or paper, the Islamic Import LC amendment - Beneficiary Consent process starts from the Registartion Stage.

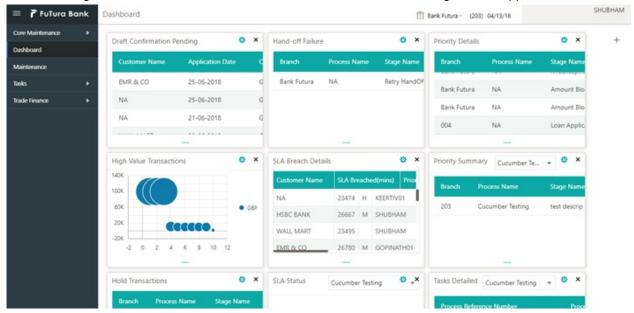
During Registration stage, user can capture the basic details of the amendment confirmation. It also enables the user to capture beneficiary response.

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

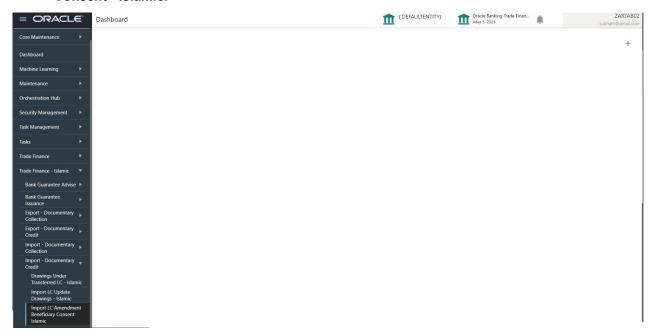






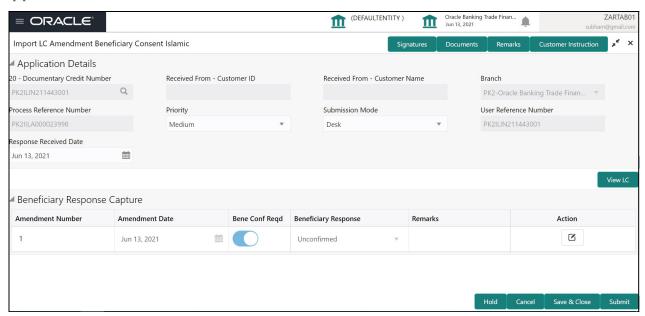


5. Click Trade Finance - Islamic > Import - Documentary Credit > Import LC Amendment Beneficiary Consent - Islamic.



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

Application Details



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

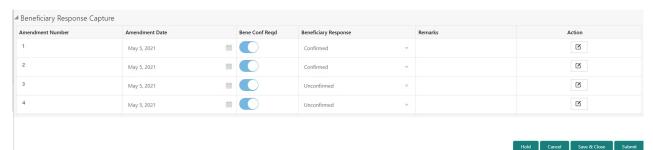
| Field | Description | Sample Values |
|------------------------------|--|-----------------------|
| Documentary Credit Number | Provide the documentary credit number. Alternatively, user can search the documentary credit number using LOV. | |
| | In the advanced LOV search, user can input Applicant, Currency, Amount and User Reference to fetch the LC Amendment details. Based on the search result, select the applicable LC to add the Beneficiary response. | |
| Received From - | Read only field. | 001344 |
| Customer ID | Customer ID will be auto-populated based on the selected LC from the LOV. | |
| Received From - | Read only field. | EMR & CO |
| Customer Name | Customer Name will be auto-populated based on the selected LC from the LOV. | |
| Branch | Read only field. | 203-Bank |
| | Branch details will be auto-populated based on the selected LC from the LOV. | Futura -Branch FZ1 |
| Process Reference | Unique sequence number for the transaction. | |
| Number | This is auto generated by the system based on process name and branch code. | |
| Priority | Set the priority of the Import LC Amendment - Beneficiary Consent request as Low/Medium/ High. If priority is not maintained for a customer, 'Medium' priority will be defaulted. | High |



| Field | Description | Sample Values |
|------------------------|---|---------------|
| Submission Mode | Select the submission mode of Import LC Amendment - Beneficiary Consent request. By default the submission mode will have the value as 'Desk'. | Desk |
| | Desk- Request received through Desk | |
| | Fax- Request received through Fax | |
| | Email- Request received through Email | |
| | Courier- Request received through Courier | |
| User Reference Number | Read only field. | |
| | User Reference Number will be auto populated by the system based on selected LC. | |
| Response Received Date | By default, the application will display branch's current date and enables the user to change the date to any back date. | 04/13/2018 |
| | Note Future date selection is not allowed. | |

Beneficiary Response Capture

Registration user can capture the beneficiary responses of each amendments made to the LC in this section.



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

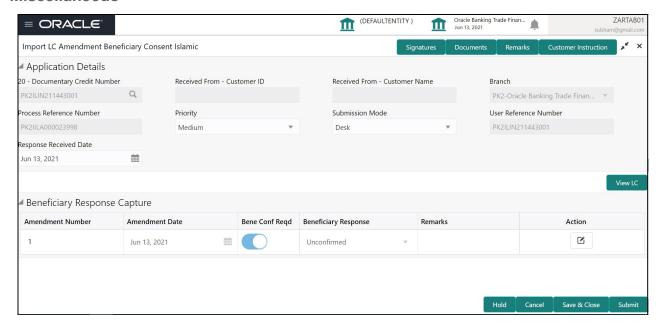
| Field | Description | Sample Values |
|------------------|---|---------------|
| Amendment Number | Read only field. Amendment number will be auto-populated based on selected LC using documentary credit number. | |
| Amendment Date | Read only field. This field displays the date on which the amendment was made to LC. | |



| Field | Description | Sample Values |
|---------------------------|--|---------------|
| Beneficiary Conf Required | Read only field. | |
| | Beneficiary Consent Required (Y/N) will be auto- populated based on selected LC using documentary credit number. | |
| Beneficiary Response | Select the beneficiary response from the LOV. | |
| | Confirmed | |
| | Unconfirmed | |
| | Rejected | |
| | Note Beneficiary Response field will be read only if Beneficiary Consent Required is 'No'. | |
| Remarks | Capture the remarks of the beneficiary response. | |
| Action | Click Edit icon to edit the beneficiary response. | |



Miscellaneous



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

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Signature | Click the Signature button to verify the signature of the customer/ bank if required. | |
| | The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. | |
| | If more than one signature is required, system should display all the signatures. | |
| Documents | Upload the required documents. | |
| Remarks | Provide any additional information regarding the Beneficiary Consent. This information can be viewed by other users processing 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. | |
| View LC | Enables user to view the details of 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 Import LC Amendment - Beneficiary Consent. 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 | Cancels the Import LC Amendment - Beneficiary Consent Registration stage inputs. | |
| Hold | The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided. | |
| Checklist | Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not marked, system will display an error on submit. | |
| | Checklist × | |
| | Registration | |
| | ✓ Application signed and stamped Remarks ✓ Any correction or alteration initialled by the app Remarks | |
| | Amount in words and numbers are matching Remarks | |
| | ✓ LC amt and ccy are uniform across the application Remarks | |
| | ✓ customer signature verified Remarks | |
| | Save Checklist X Close | |
| | | |

Data Enrichment

A Data Enrichment user can enter/update details of the amendment confirmation request.

Non-Online Channel - Import LC Amendment - Beneficiary Consent request that were received at the desk will move to Data Enrichment stage post successful Registration. The requests will have the details entered during the Registration stage.

Online Channel - Requests that are received via online channel like SWIFT are available directly for further processing from Beneficiary Consent Response Capture stage.

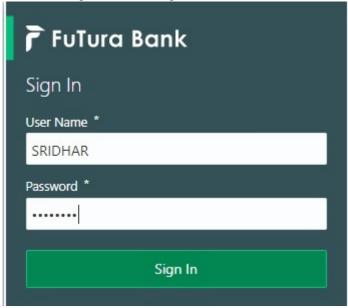




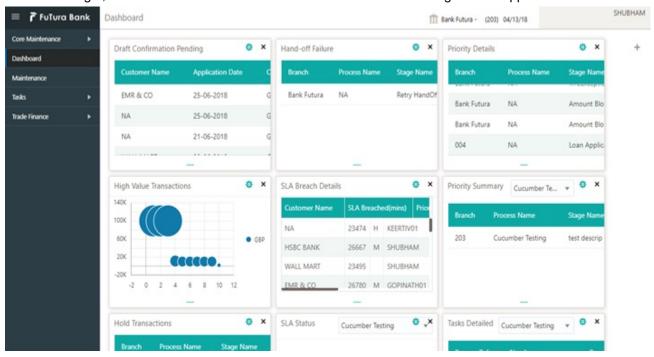
For expired line of limits, the task moves to "Limit Exception" stage under Free Tasks, on 'Submit' of DE Stage with the reason for exception as "Limit Expired".

Do the following steps to acquire a task currently at Beneficiary Consent Response Capture stage:

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

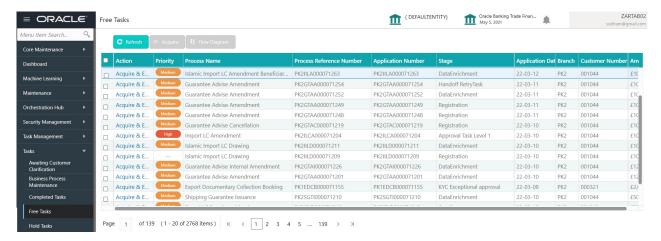


2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.

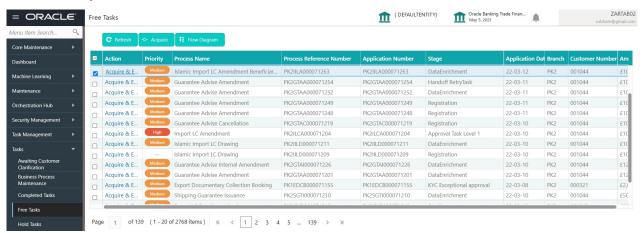




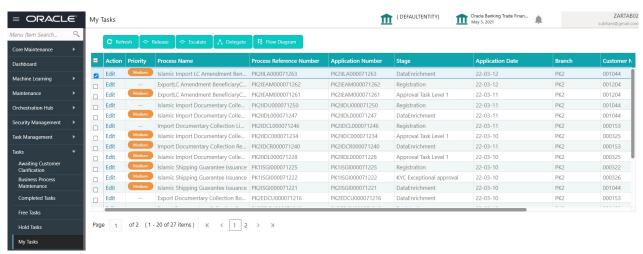
3. Click Tasks> Free Tasks.



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



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



The Data Enrichment capture stage has three sections as follows:

- Main Details
- Additional Details
- Settlement Details
- Summary



Let's look at the details for beneficiary consent response capture 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.

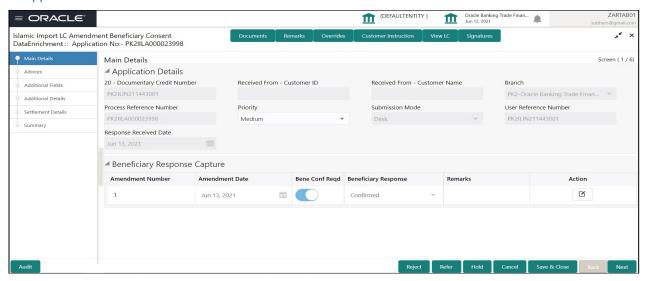
Main Details

Main details section has three sub section as follows:

- Application Details
- Beneficiary Response Capture

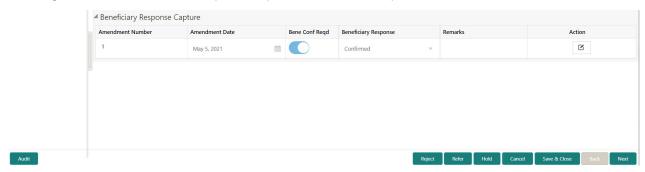
Application Details

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



Beneficiary Response Capture

The fields listed under this section are same as the fields listed under the Beneficiary Response Capture section in Registration. Refer to Beneficiary Response Capture for more information of the fields. During Registration, if user has not captured input, then user can capture the details in this section.





Following are the fields which can be amended apart from the fields carried over from Beneficiary Response Capture of Registration. Provide the details for the amendable fields based on the description in the following table:

| Field | Description | Sample Values |
|----------------------|--|---------------|
| Beneficiary Response | Select the beneficiary response from the LOV. Confirmed Rejected Note Beneficiary Response field will be read only if Beneficiary Consent Required is 'No'. | |
| Remarks | Capture the remarks of the beneficiary response. | |

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. | |



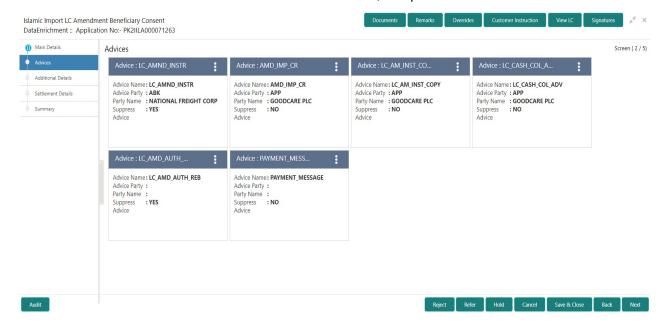
| Field | Description | Sample Values |
|-----------------------|---|---------------|
| Customer Instructions | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. Transaction Level Instructions – 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 LC | Enables user to view the details of the LC. | |
| Signature | Click the Signature button to verify the signature of the customer/ bank if required. | |
| | The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system. | |
| | If more than one signature is required, system should display all the signatures. | |
| 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 Beneficiary Consent Response Capture stage inputs. | |
| Hold | The details provided will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided. | |
| Reject | On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes: 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 |
|-------|---|---------------|
| Next | On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment. | |

Advices

A Data Enrichment user can verify the advice details Data Segment of the Islamic Import LC amendment Beneficiary confirmation request. Advices menu displays the advices available under a product code from the back office as tiles. User can edit the fields in the tile, if required.



The user can also suppress the Advice, if required.

Additional Details

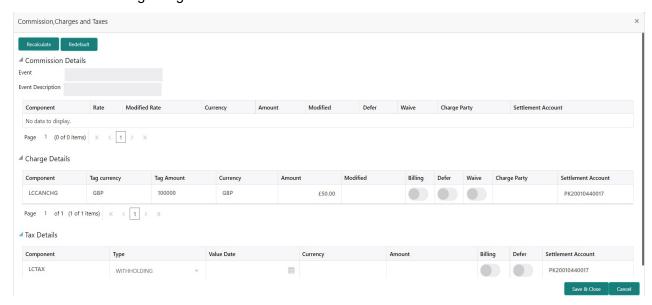
A Data Enrichment user can verify and enter the basic additional details available in the Islamic Import LC amendment Beneficiary confirmation request. In case the request is received through online channel user will verify the details populated.

Commission, Charges and Taxes

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



Override message for charges should be displayed for - LC should be cancelled only after recovery of all outstanding charges.



Commission Details

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 | |
| Modified Rate | From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field. | |
| Rate | Defaults from product. User can change the rate, if required. | |
| Currency | Defaults the currency in which the commission needs to be collected | |
| Amount | An amount that is maintained under the product code defaults in this field. User can modify the value, if required. | |
| Modified Amount | From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field. | |
| Defer | Select the check box, if charges/commissions has to be deferred and collected at any future step. | |



| Field | Description | Sample Values |
|--------------------|---|---------------|
| Waive | Select the check box to waive charges/ commission. | |
| | 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

| Component Characteristics Tag Currency De that Tag Amount De the can Currency De to Modified Amount From the the the Component | efaults the tag currency in which the charges we to be collected. efaults the tag amount that is maintained under exproduct code gets defaulted in this field. User in edit the value, if required. efaults the currency in which the charges have be collected. In amount that is maintained under the product de gets defaulted in this field. In amount that is maintained under the product de gets defaulted in this field. In amount is changed, the value gets updated in the modified amount field. In a modified amount field. In the default value, if the rate is changed or the modified amount field. In the default value gets updated in the modified amount field. In the default value gets updated in the modified amount field. In the default value gets updated in the modified amount field. | Sample Values |
|--|--|---------------|
| Tag Currency De ha Tag Amount De the ca Currency De to Amount Amount From the the for Core Billing Billing If or Core Billing The it is The core Or Off core | efaults the tag currency in which the charges we to be collected. efaults the tag amount that is maintained under a product code gets defaulted in this field. User in edit the value, if required. efaults the currency in which the charges have be collected. In amount that is maintained under the product de gets defaulted in this field. In amount that is maintained under the product de gets defaulted in this field. In amount is changed, the value gets updated in the modified amount field. In a charges are handled by separate billing engine, and by selecting billing the details to be available arbilling engine for further processing. | |
| Tag Amount Detertor Currency Detertor Amount An co Modified Amount From the for or of co 'Bi au The it is Th Defer If co an se Or of co Or of | efaults the tag amount that is maintained under the product code gets defaulted in this field. User in edit the value, if required. In a product the currency in which the charges have be collected. In a mount that is maintained under the product de gets defaulted in this field. In a mount is changed, the rate is changed or the amount is changed, the value gets updated in the modified amount field. In a modified a mount field. | |
| Currency Deter Currency Deter Amount An co Modified Amount From the | e product code gets defaulted in this field. User in edit the value, if required. efaults the currency in which the charges have be collected. In amount that is maintained under the product de gets defaulted in this field. In amount the default value, if the rate is changed or a amount is changed, the value gets updated in the modified amount field. In the charges are handled by separate billing engine, and by selecting billing the details to be available in billing engine for further processing. | |
| Amount An coordinate of the the the the state of the | be collected. a amount that is maintained under the product de gets defaulted in this field. om the default value, if the rate is changed or a amount is changed, the value gets updated in a modified amount field. Charges are handled by separate billing engine, en by selecting billing the details to be available billing engine for further processing. | |
| Modified Amount From the the the form of | de gets defaulted in this field. om the default value, if the rate is changed or a amount is changed, the value gets updated in a modified amount field. Charges are handled by separate billing engine, en by selecting billing the details to be available billing engine for further processing. | |
| Billing If of the for Or Off coo 'Bi au The it is The The Cort of Cor | e amount is changed, the value gets updated in e modified amount field. Charges are handled by separate billing engine, en by selecting billing the details to be available billing engine for further processing. | |
| the for Or Off co 'Bi au Th it is Th Defer If c an se Or Off co | en by selecting billing the details to be available billing engine for further processing. | |
| Off co 'Bi au Th it is Th Defer If c an se Or Of co | ainsulation of about as leaves size from Dook | |
| Defer If c an se Or Of co | n simulation of charges/commission from Back fice, if any of the Charges/Commission mponent for the customer is 'Billing' enabled, lling' toggle for that component should be tomatically checked in OBTFPM. | |
| Defer If co | e user can not select/de-select the check box if s de-selected by default. | |
| an se Or Of co | is field is disabled, if 'Defer' toggle is enabled. | |
| Of co | charges have to be deferred and collected at y future step, this check box has to be lected. | |
| | n simulation of charges/commission from Back fice, if any of the Charges/Commission mponent for the customer is AR-AP tracking abled, 'Defer' toggle for that component should automatically checked in OBTFPM. | |
| de | e user can select/de-select the check box. On -selection the user has to click on 'Recalculate' arges button for re-simulation. | |
| | charges have to be waived, this check box has be selected. | |
| | sed on the customer maintenance, the arges should be marked for Billing or for Defer. | |
| Th | is field is disabled, if 'Defer' toggle is enabled. | |
| Charge Party Ch | narge party will be applicant by default. | |
| Settlement Account De | etails of the settlement account. | |



Tax Details

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

Tax details are defaulted from the back-end system.

| Field | Description | Sample Values |
|--------------------|--|---------------|
| Component | Tax Component type | |
| Туре | 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. | |
| 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. | |

Action Buttons

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

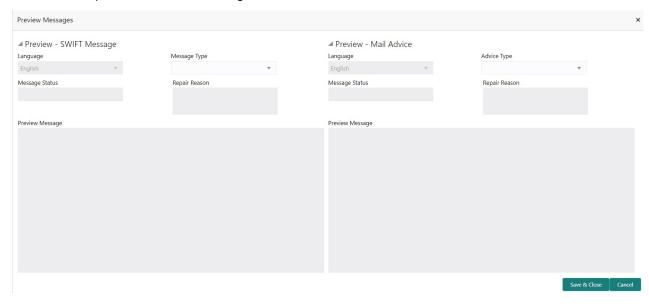
| Field | Description | Sample Values |
|--------------|---|---------------|
| Documents | Click the Documents icon to View/Upload the required documents. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| View LC | Enables user to view the details of the LC. | |
| Save & Close | Save the information provided and holds the task in you queue for working later. This option will not submit the request | |



| Field | Description | Sample Values |
|--------|---|---------------|
| Cancel | Cancel the Beneficiary Consent Response Capture stage inputs. | |
| Hold | The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided. | |
| 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. | |
| Next | On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment. | |
| Back | On Click of Back, the application loads previous stage inputs. | |

Preview

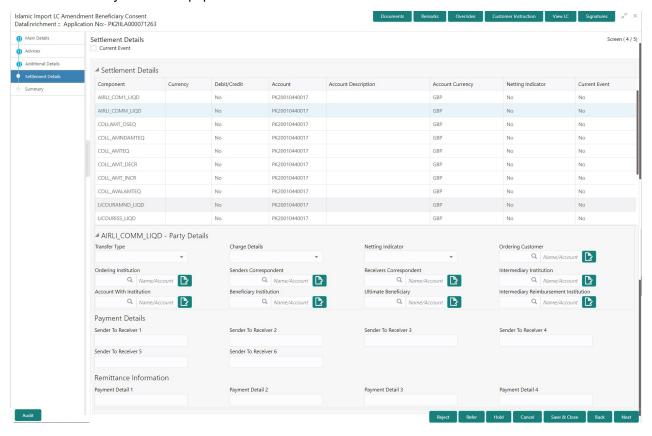
User can preview the draft message.





Settlement Details

A Data Enrichment user can verify and enter the basic settlement details available in the Islamic Import LC amendment Beneficiary confirmation request. In case the request is received through online channel user will verify the details populated.



| 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 | System displays the default currency for the component. | |
| Debit/Credit | System displays the debit/credit indicators for the components. | |
| Account | System displays the account details for the components. | |
| Account Description | System displays the description of the selected account. | |
| Account Currency | System defaults the currency for all the items based on the account number. | |

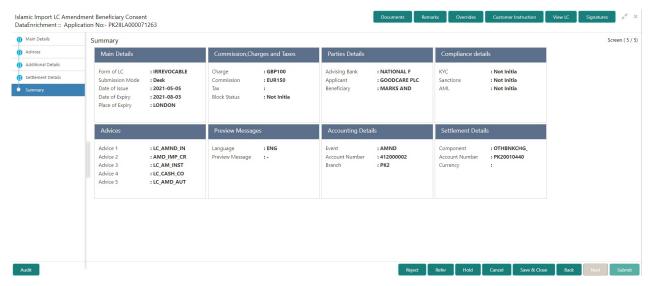


| Field | Description | Sample Values |
|-------------------|--|---------------|
| Netting Indicator | Application displays the applicable netting indicator. | |
| Current Event | System defaults the current event as Y or N. | |

Summary

A Data Enrichment user can enter/update details of the amendment confirmation request.

User can review the summary able to see the summary tiles. The tiles should display a list of important fields with values. User can drill down from summary Tiles into respective data segments.



Tiles Displayed in Summary

- Main Details User can view the main details.
- Commission, Charges and Taxes User can view the commission, charges and taxes details.
- Parties Details User can view the parties details.
- Compliance Details User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Advices User can view the advice details.
- Preview Messages User can view the preview message.
- Accounting Details User can view the accounting entries generated in back office.



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



Action Buttons

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

| Field | Description | Sample Values |
|--------------|---|---------------|
| Documents | Click the Documents icon to View/Upload the required documents. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| View LC | Enables user to view the details of the LC. | |
| Submit | Task will get moved to next logical stage of Import LC Amendment - Beneficiary Consent. | |
| | 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 Scrutiny stage inputs. | |
| Hold | The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided. | |
| 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. | |
| Back | On Click of Back, the application loads previous stage inputs. | |



Exceptions

The Import LC Amendment request, before it reaches the approval stage, the application will validate the Amount Block, KYC and AML. If any of these failed in validation will reach exception stage for further clearance 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 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.

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 validation failed tasks for trade transactions will be listed in the queue. Open the task to view summary of important 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.

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.

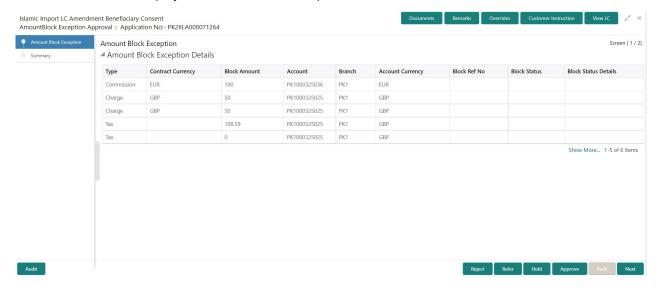
Reject:

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

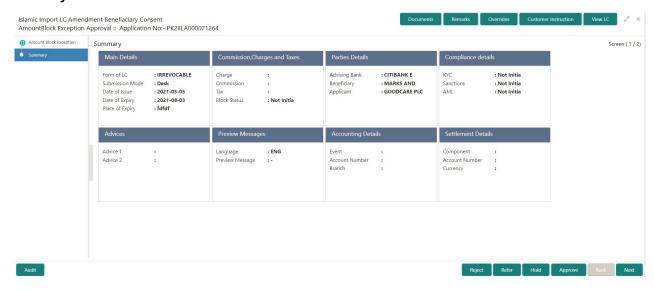


Amount Bock Exception

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.
- 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 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 and appropriate remarks must be provided. | |
| 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 Import LC Amendment 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 must be listed in your queue. Open the task, to see summary tiles that display a summary of important fields with values.

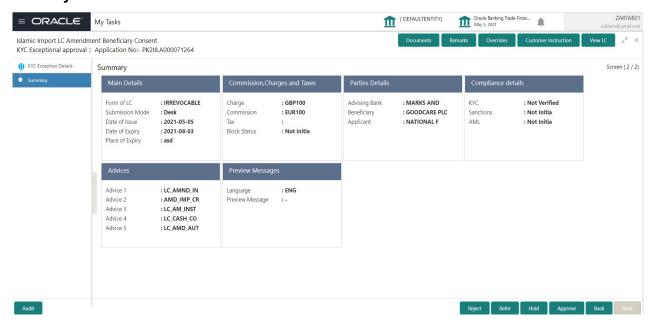


User can pick up a transaction and do the following actions:

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 beneficiary, advising bank etc.
- Charge Details User can view charge details.

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. | |



| Field | Description | Sample Values |
|---------|---|---------------|
| Hold | The details provided will be registered and status will be on hold. This option is used, if there are any pending information yet to be received from applicant and appropriate remarks must be provided. | |
| 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 Import LC Amendment 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.



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.
- Amendment Details User can view the amended details of the issued LC.
- 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 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 and appropriate remarks must be provided. | |



| Field | Description | Sample Values |
|---------|---|---------------|
| Refer | User will be able to refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance- Limits | |
| | R5 - Others | |
| Cancel | Cancel the Import LC Amendment 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 Approval

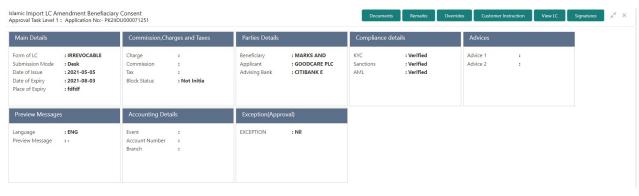
A user can view the summary of details updated in multilevel approval stage of Import LC Amend Beneficiary Consent request.

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.



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.

Summary









- Main Details User can view the main details.
- Commission, Charges and Taxes User can view the commission, charges and taxes details.
- Parties Details User can view the parties details.
- Compliance Details User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Advices User can view the advice details.
- Preview Messages User can view the preview message.
- Accounting Details User can view the accounting entries generated in back office.



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

- Settlement Details User can view the settlement details.
- Exception (Approval) User can view the exception details.

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 and appropriate remarks must be provided. | |



| Field | Description | Sample Values |
|---------|--|---------------|
| Refer | User will be able to refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. | |
| | Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance- Limits | |
| | R5 - Others | |
| Cancel | Cancel the approval. | |
| Approve | On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting. | |



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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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