Export LC Update Drawing User Guide

Oracle Banking Trade Finance Process Management
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Oracle Banking Trade Finance Process Management - Export LC Update Drawings User Guide Oracle Financial Services Software Limited

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Contents

| 1. | Pre | face | | 1-1 |
|----|-----|---------|--|-------|
| | 1.1 | Introdu | ıction | 1-1 |
| | 1.2 | Audien | nce | 1-1 |
| | 1.3 | Docum | nentation Accessibility | 1-1 |
| | 1.4 | Organi | zation | 1-1 |
| | 1.5 | Relate | d Documents | 1-1 |
| | 1.6 | Diversi | ity and Inclusion | 1-1 |
| | 1.7 | Conve | ntions | 1-2 |
| | 1.8 | Screer | nshot Disclaimer | 1-2 |
| | 1.9 | Glossa | ary of Icons | 1-2 |
| 2. | Ora | cle Baı | nking Trade Finance Process Management | 2-3 |
| | 2.1 | Overvi | ew | 2-3 |
| | 2.2 | Benefit | ts | 2-3 |
| | 2.3 | Key Fe | eatures | 2-3 |
| 3. | Exp | ort LC | Update Drawings | 3-1 |
| | 3.1 | Comm | on Initiation Stage | 3-1 |
| | 3.2 | Regist | ration | 3-2 |
| | | 3.2.1 | Application Details | 3-4 |
| | | 3.2.2 | LC Details | 3-6 |
| | | 3.2.3 | Miscellaneous | 3-9 |
| | | 3.2.4 | Document Linkage | 3-11 |
| | | 3.2.5 | Bi-Directional Flow for Offline Transactions Initiated from OBTFPM | |
| | 3.3 | Scrutin | ıy | |
| | | 3.3.1 | Main Details | |
| | | 3.3.2 | Document Details | |
| | | 3.3.3 | Additional Conditions | |
| | | 3.3.4 | Shipment Details | |
| | | 3.3.5 | Discrepancy Details | |
| | | 3.3.6 | Maturity Details | |
| | | 3.3.7 | Additional Fields | |
| | | 3.3.8 | Additional Details | |
| | | 3.3.9 | Summary | |
| | 3.4 | | nrichment | |
| | | 3.4.1 | Main Details | |
| | | 3.4.2 | Document Details | |
| | | 3.4.3 | Additional Conditions | |
| | | 3.4.4 | Shipment Details | |
| | | 3.4.5 | Discrepancy Details | |
| | | 3.4.6 | Maturity Details | |
| | | 3.4.7 | Advices | |
| | | 3.4.8 | Additional Details | |
| | | 3.4.9 | Settlement Details | |
| | | 3.4.10 | • • | |
| | 3.5 | | tions | |
| | | 3.5.1 | Exception - Amount Block | |
| | | ィカン | FYCEDION - KNOW YOUR CUSTOMER (K.V.C.) | 3-100 |

| Multi Le | evel Approval | 3-102 |
|----------|---|--|
| 3.6.1 | Authorization Re-Key (Non-Online Channel) | 3-103 |
| 3.6.2 | Summary | 3-104 |
| Reject / | Approval | 3-106 |
| 3.7.1 | Summary | 3-106 |
| 3.7.2 | Action Buttons | 3-107 |
| | 3.6.1 3.6.2 Reject 2 3.7.1 | Multi Level Approval 3.6.1 Authorization Re-Key (Non-Online Channel) 3.6.2 Summary Reject Approval 3.7.1 Summary 3.7.2 Action Buttons |

1. Preface

1.1 Introduction

This user manual is designed to help you quickly get acquainted with Export LC Update Drawings process in Oracle Banking Trade Finance Process Management.

1.2 **Audience**

This manual is intended for the following User/User Roles:

- **Oracle Implementers**
- Customer Service Representatives (CSRs)
- Oracle user

1.3 **Documentation Accessibility**

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Organization 1.4

This manual is organized into the following chapters:

- Preface gives information on the intended audience, structure, and related documents for this User Manual.
- The subsequent chapters provide an overview to the module.

1.5 **Related Documents**

- Getting Started User Guide
- Common Core User Guide

1.6 **Diversity and Inclusion**

Oracle is fully committed to diversity and inclusion. Oracle respects and values having a diverse workforce that increases thought leadership and innovation. As part of our initiative to build a more inclusive culture that positively impacts our employees, customers, and partners, we are working to remove insensitive terms from our products and documentation. We are also mindful of the necessity to maintain compatibility with our customers' existing technologies and the need to ensure continuity of service as Oracle's offerings and industry

standards evolve. Because of these technical constraints, our effort to remove insensitive terms is ongoing and will take time and external cooperation.

1.7 Conventions

The following text conventions are used in this document:

| Convention | Meaning |
|------------|--|
| boldface | Boldface type indicates graphical user interface elements associated with an action, or terms defined in text. |
| italic | Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values. |
| monospace | Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter. |

1.8 <u>Screenshot Disclaimer</u>

Personal information used in the interface or documents is dummy and does not exist in the real world. It is only for reference purposes.

1.9 Glossary of Icons

This User Manual may refer to all or some of the following icons.

| Icons | Function |
|-------|-------------|
| × | Exit |
| + | Add row |
| _ | Delete row |
| Q | Option List |

2. 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

2.1 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).

2.2 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.

2.3 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.



3. Export LC Update Drawings

This process involves update of an existing drawing under Export LC.

For Drawings under Export LC, initiated on account of MT 734, 752 and 799, update of drawing under Export LC is initiated to process the substituted documents received from beneficiary and response received from issuing bank with discrepancy highlighted under the LC.

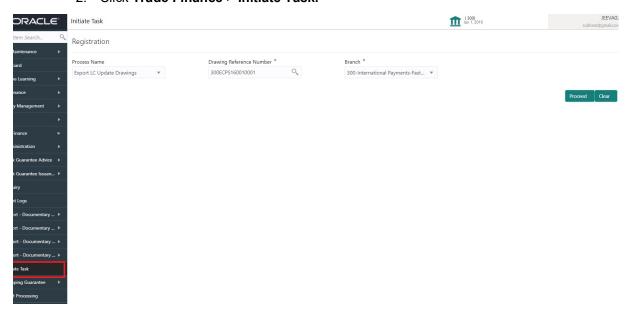
This section contains the following topics:

| 3.1 Common Initiation Stage | 3.2 Registration |
|-----------------------------|--------------------------|
| 3.3 Scrutiny | 3.4 Data Enrichment |
| 3.4 Data Enrichment | 3.6 Multi Level Approval |
| 3.7 Reject Approval | |

3.1 Common Initiation Stage

The user can initiate the new export LC update drawing 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. |
| Drawing Reference Number | Select the drawing reference number. |
| Branch | Select the branch. |

3.1.0.1 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. |

3.2 Registration

During registration stage, user can capture the basic details and upload the related documents received from issuing bank. System also enables the user to capture some additional product related details as an option. On submit of the request the request will be available for an LC expert to handle the request in the next stage.

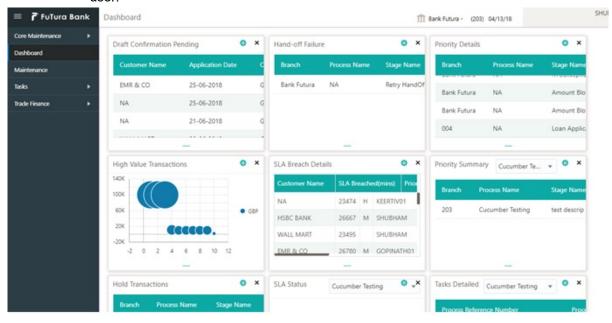
The OBTFPM user can process MT798 with sub messages MT726-MT759 message received through SWIFT. The OBTFPM verifies the field 21 and 26E (of the MT759 and identifies the Original Contract Reference Number and Amendment Number and invokes the process. The user can cancel the previously received MT798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

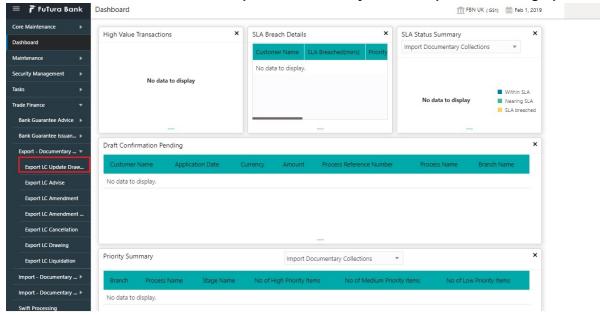
1. Using the entitled login credentials for registration stage, login to the OBTFPM application.



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

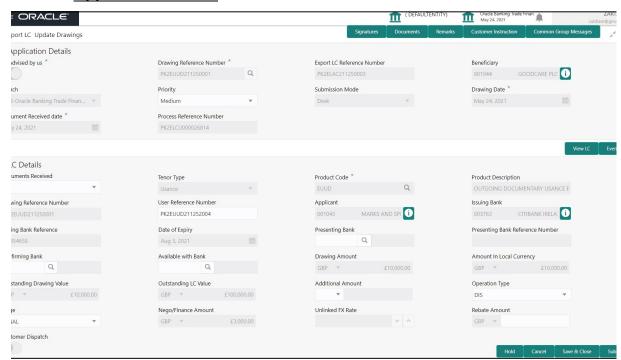


3. Click Trade Finance> Export - Documentary Credit> Export LC Drawing Update.



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

3.2.1 **Application Details**



In case of MT798 message(738) application details is defaulted to SWIFT.

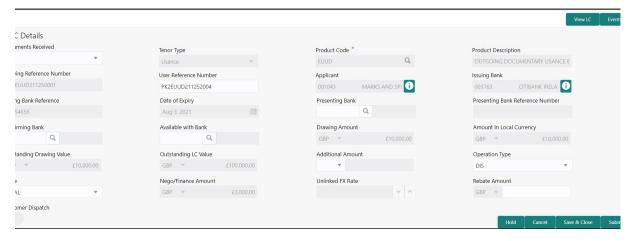
Provide the Basic Details based on the description in the following table:

| Field | Description | Sample Values |
|--------------------------|---|---------------|
| LC Advised by us | Toggle On: Set the toggle to On, if LC is advised by negotiating bank. | |
| | Toggle Off : Set the toggle to Off, if LC is not advised by the negotiating bank. | |
| Drawing Reference Number | Provide the drawing number. Alternatively user can search the drawing number using LOV. | |
| | In the LOV, user can input Customer ID, Currency, Amount, User Reference Number and Value Date to fetch the LC details. Based on the search result, select the applicable drawing under LC. | |
| | Note | |
| | In case of silent confirmation, user gets an alert message "The LC has been Silently Confirmed." | |
| Export LC Reference | Read only field. | |
| Nullibel | Exporter LC Reference Number will be auto-populated based on the selected LC from the LOV. | |

| Field | Description | Sample Values |
|------------------------|--|-----------------------|
| Beneficiary | LC Advised by us: Read only field. Beneficiary id and name will be auto-populated based on the selected LC from the LOV. | |
| | LC not advised by us: Select the beneficiary customer from the LOV. | |
| | If beneficiary is a customer of the bank, system will check for valid KYC status. If KYC status is not valid, system will display alert message. | |
| Branch | Read only field. | 203-Bank |
| | Branch details will be auto-populated based on the selected LC from the LOV. | Futura -Branch FZ1 |
| Priority | System will populate the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit. | High |
| Submission Mode | Read only field. | Desk |
| | System populates the submission mode of Export LC Update Drawings request. By default the submission mode will have the value as 'Desk'. | |
| | Desk- Request received through Desk | |
| | Courier- Request received through Courier | |
| | Email - Request received through email | |
| | Fax - Request received through Fax | |
| Drawing Date | Read only field. | 04/13/2018 |
| | Drawing date will be auto-populated based on the selected drawing. | |
| Drawing Received Date | Read only field. | |
| | Application to default the system date. | |
| Process Reference Num- | Read only field. | |
| ber | Unique sequence number for the transaction. | |
| | This is auto generated by the system based on process name and branch code. | |

3.2.2 LC Details

Drawing Details will be populated from the drawings. Registration user can update the fields if required.



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

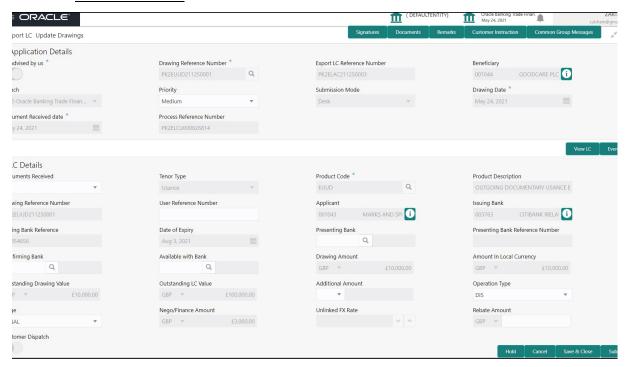
| Field | Description | Sample Values |
|------------------------|--|---------------|
| Documents Received | Enables to user to select the number of sets of documents received from the drop down: | |
| | First | |
| | Second | |
| | Both | |
| Tenor Type | Read only field. | |
| | Tenor will be auto-populated based on the selected drawing. | |
| Product Code | Read only field. | |
| | Product code will be auto-populated based on the selected drawing. | |
| Product Description | Read only field. | |
| | This field displays the description of the product as per the product code. | |
| Drawing Reference Num- | Read only field. | |
| ber | Drawing reference will be auto-populated based on the selected drawing. | |
| User Reference Number | System defaults the user reference number based on the product code. | |
| | The user can change the user reference number. | |
| Applicant | Read only field. | |
| | Applicant will be auto-populated based on the selected drawing. | |

| Field | Description | Sample Values |
|------------------------|---|---------------|
| Issuing Bank | LC advised by us: Read only field. | |
| | Issuing bank will be auto-populated based on the selected LC from the LOV. | |
| | LC not advised us: Select the issuing bank. Party type with banks will only be displayed in LOV. | |
| | The system will display the | |
| | a) SWIFT code (if available) | |
| | b) Name and address of the bank | |
| | On selection of the record if SWIFT code is available then SWIFT code will be populated, if SWIFT code is not available then the bank's name and address will be populated. | |
| Issuing Bank Reference | LC Advised by us: Read only field. | |
| | Issuing bank reference will be auto-populated based on the selected LC from the LOV. | |
| | LC not advised by us: Provide the issuing bank reference number. | |
| Date of Expiry | Read only field. | |
| | Expiry date will be auto-populated based on the selected drawing. | |
| Presenting Bank | Read only field. | |
| | If LC Advised by us toggle is enabled, this field is read-only. Presenting bank will be auto-populated based on the selected LC from the look-up. | |
| | If LC Advised by us toggle is disabled, specify the presenting bank or click Search to search and select the presenting bank. | |
| | Note | |
| | If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available". | |
| Presenting Bank Refer- | Read only field. | |
| ence Number | Presenting Bank Reference number will be autopopulated based on the selected LC from the LOV. | |
| Confirming Bank | Click Search icon to search and select the confirming bank from the lookup. | |

| Field | Description | Sample Values |
|--------------------------|---|---------------|
| Available with Bank | Click Search icon to search and select the value for available with bank from the lookup. | |
| | Note | |
| | The Available Bank details should be handed off against 'Collecting Bank' Party in OBTF. | |
| | If the Bank selected in Confirming Bank and Available with Bank are same, system should hand off only the Confirming Bank details in Back office. | |
| | If Confirming Bank/Available with Bank are the same as Issuing Bank/ Presenting Bank, system should display an error. | |
| Drawing Amount | LC Drawing Amount will be auto-populated based on the selected LC from the LOV. | |
| | User can edit the details, if required. | |
| Amount In Local Currency | System fetches the local currency equivalent value for the LC amount from back office (with decimal places). | |
| Outstanding Drawing | Read only field. | |
| Value | Outstanding drawing value will be auto-populated. This field displays the value as per the latest LC. | |
| Outstanding LC Value | Read only field. | |
| | Outstanding LC value will be auto-populated. This field displays the value as per the latest LC. | |
| Additional Amount | This field enables user to provide any additional amount to be processed under this LC drawing. | |
| Operation Type | Operation type will be auto-populated based on the selected LC from the LOV. | |
| | User can edit the details, if required. | |
| Stage | Select the stage from the LOV: | |
| | InitialFinal | |
| Nego/Financing Amount | Negotiation/Financing Amount will be auto-populated based on the selected LC from the LOV. | |
| Unlinked FX Rate | Unlinked FX Rate will be auto-populated based on the selected LC from the LOV. | |

| Field | Description | Sample Values |
|-------------------|---|---------------|
| Rebate Amount | Select the currency and specify the rebate to the bill outstanding amount. | |
| Customer Dispatch | The value will be populated from back office based on the maintenance. | |
| | Toggle On: If the toggle is set to Yes , the customer has the option to dispatch the documents directly to the importer's bank. | |
| | Toggle Off : If the toggle is set to No , the bank has to dispatch the documents to the importer's bank. | |
| | Bank user is not allowed to edit the field, if the value defaulted from the back office is "No", | |

3.2.3 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. | |

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Documents | Upload the documents received under the LC. | |
| Remarks | Provide any additional information regarding the drawing. 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. | |
| Common Group Messages | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| | A walk-in customer of the receiving bank can be sent a common group message by the BIC. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Events | On click, system will display the details of LC issuance, amendments (if any), drawings (if any) and liquidations if any under the LC in chronological sequence from LC Drawing. | |
| Action Buttons | | |
| Submit | On submit, task will get moved to next logical stage of Export LC Update Drawing. | |
| | 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 Export LC Update Drawing 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. | |

| Field | Description | Sample Values |
|-----------|---|---------------|
| 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. | |

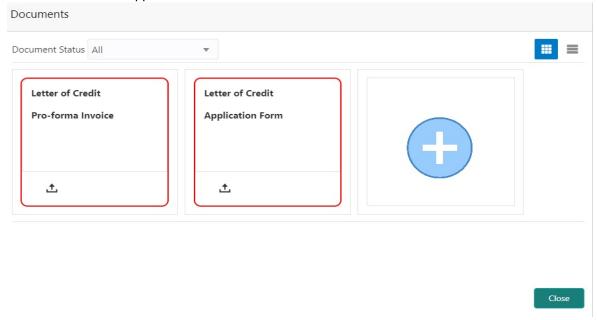
3.2.4 Document Linkage

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

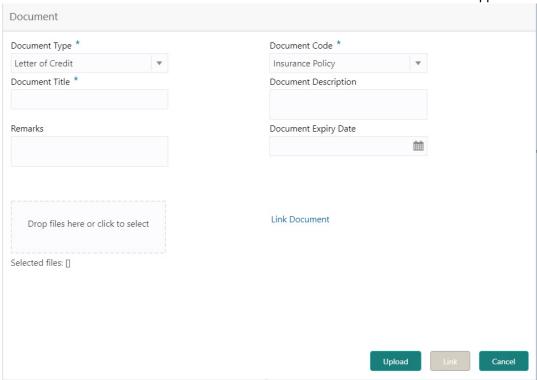
In OBTFPM, system should display Document Ids available in the DMS system. In DMS system, the documents can be Uploaded and stored for future access. Every document stored in DMS will have a unique document id along with other Metadata. The uploaded Document image in the DMS should be available/queried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

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

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



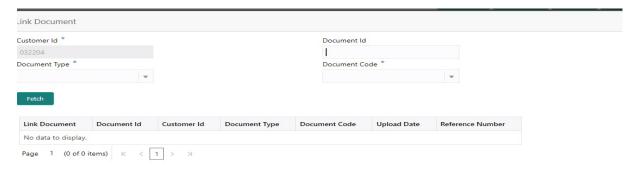
3. Click the Add Additional Documents button/ link. The **Document** screen appears.



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

4. Select the document to be uploaded or linked and click the **Link Document** link. The link Document pop up appears.

The value selected in Document Type and Document code of Document screen are defaulted in the Link Document Search screen.

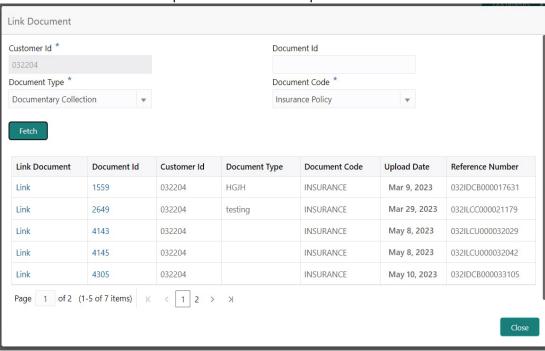


Close

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

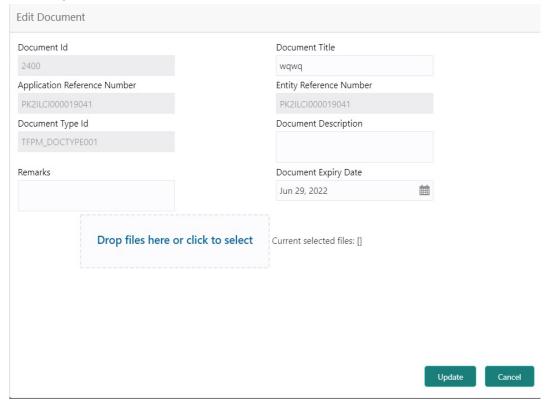
| Field | Description | Sample Values |
|---------------|---|---------------|
| Customer ID | This field displays the transaction Customer ID. | |
| Document ID | Specify the document Id. | |
| Document Type | Select the document type from list. | |
| Document Code | Select the document code from list. | |
| Search Result | | |
| Document ID | This field displays the document Code from metadata. | |
| Customer ID | This field displays the transaction Customer ID. | |
| Document Type | This field displays the document type from metadata. | |
| Document Code | This field displays the document code from metadata. | |
| Link Document | The link to link the existing uploaded documents from DMS to the workflow task. | |

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



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

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



3.2.5 **Bi-Directional Flow for Offline Transactions Initiated from OBTFPM**

This topic provides the systematic instructions to initiate the Bi-Directional Flow for Offline Transactions Initiated from OBTFPM.

Offline Transactions means those transactions which are not initiated by OBDX, but are initiated directly by the bank user in OBTFPM upon request received from the customer.

Pre-Conditions:

- Customer Maintenance details are replicated from OBTF to OBTFPM.
- Task is initiated in OBTFPM, Customer ID is captured/populated and Process Reference Number is generated.
- 1. Customer Maintenance details are replicated from OBTF to OBTFPM.
- 2. In OBTFPM, user clicks Request Clarification, the system checks if the request is initiated from OBDX by validating the value available in the submission mode field is "Online".
- 3. In case submission mode is "Online", the user can enter the clarification details in "Clarification Required" placeholder. In case submission mode is not "Online", the system will validates 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.
- 4. 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'. Once the request is submitted, the Request Clarification functionality would be applicable to offline initiated transactions also.

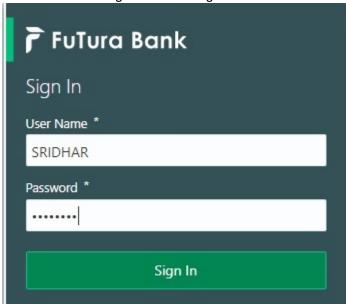
3.3 Scrutiny

On successful completion of registration of an Export LC Drawing request, the request moves to Scrutiny stage. At this stage the gathered information during registration are scrutinized.

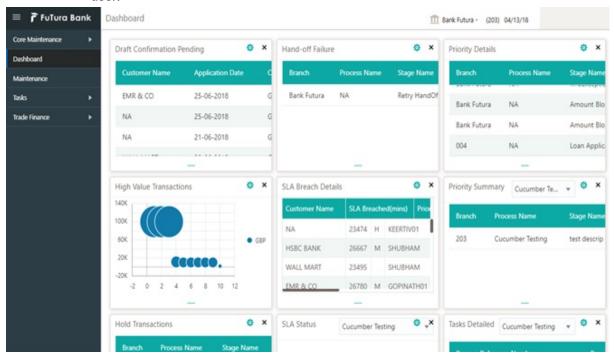
The requests will have the details entered during the registration stage.

Do the following steps to acquire a task currently at Scrutiny stage:

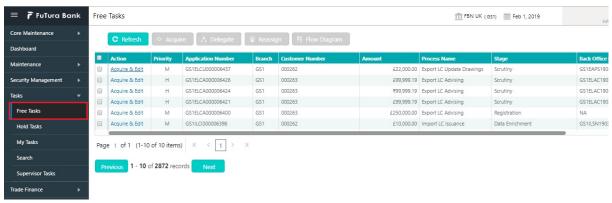
1. Using the entitled login credentials for Scrutiny stage, login to the OBTFPM application.



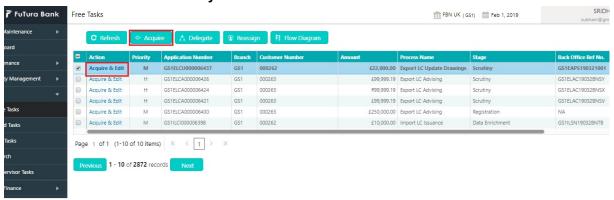
2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.



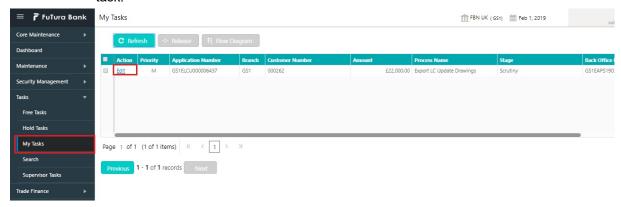
3. Click Trade Finance> Tasks> Free Tasks.



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



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



The Scrutiny stage has the following hops for data capture:

- Main Details
- Document Details
- Additional Conditions
- Shipment Details
- Discrepancy Details
- Maturity Details
- Additional Fields
- Additional Details
- Summary

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

When customer initiates an Export LC discrepant presentation response through SWIFT (Corporate to SWIFT) channel, the MT798 message containing the request is parsed and based on the STP parameters maintained, can create an Update of Export LC Drawing Task in OBTFPM.

In OBTFPM, the task is verified, enriched and on approval the task is handed off to back office system to update a export LC drawing process and generate the required messages.

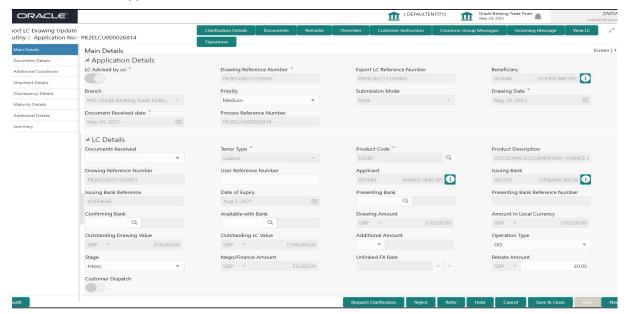
3.3.1 Main Details

Main details section has two sub section as follows:

- Application Details
- Drawing Details

3.3.1.1 Application Details

All fields displayed under Application details section, would be read only except for the **Priority**. Refer to 3.2.1 Application Details for more information of the fields.

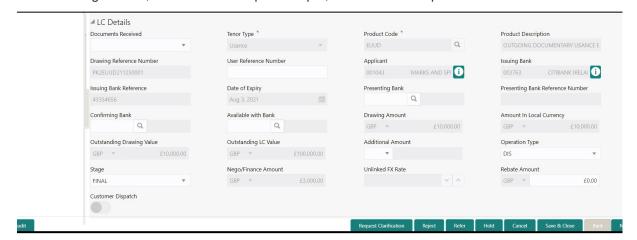


Following field can be amended based on the description provided in the following table:

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

3.3.1.2 LC Details

The fields listed under this section are same as the fields listed under the 3.2.2 LC Details section in 3.2 Registration. Refer to 3.2.2 LC Details for more information of the fields. During registration, if user has not captured input, then user can capture the details in this section.



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

| Field | Description | Sample Values |
|-----------------------|---|---------------|
| Documents Received | Enables to user to select the number of sets of documents received from the drop down: • First • Second • Both | |
| User Reference Number | Provide the user reference number. | |
| Presenting Bank | Specify the presenting bank or click Search to search and select the presenting bank. | |
| | Note | |
| | If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available". | |
| Confirming Bank | Click icon to search and select the confirming bank from the lookup. | |
| Available with Bank | Click icon to search and select the value for available with bank from the lookup. | |
| Additional Amount | This field enables user to provide any additional amount to be processed under the LC drawing. | |
| Operation Type | Operation type will be auto-populated based on the selected LC from the LOV. User can edit the details, if required. | |
| Stage | Select the stage from the LOV: Initial Final | |
| Rebate Amount | Rebate amount is auto-populated. User can edit the details, if required. | |

3.3.1.3 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 | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |

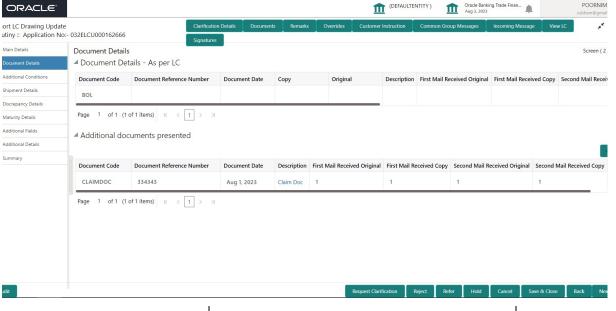
| Field | Description | Sample Values |
|--------------|---|---------------|
| Signatures | Click the Signature button to verify the signature of the customer/ bank if required. | |
| | The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions 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 Scrutiny 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others. | |
| Next | On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment. | |

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.2 Document Details

Document details displays as available for the Drawing.

User can verify the documents received and identify discrepancies, if any. Compare the document received with the required documents and identify the discrepancies, if any. This section also enables user can add any new documents provided by beneficiary. Provide the information based on the description in the following table:



Field Description Sample Values

Document Details - As per LC

This table will fetches the document details as maintained in the backoffice. User can modify the details only which are fetched from underlying LC.

User can not add or delete any document details.

Once bill drawing is authorized and if update drawing is processed, details of this table will be fetched from underlying bill drawing.

| Document Code | Document code is auto-populated from the latest LC. | |
|------------------------------|--|--|
| Document Reference Number | Enables user to provide the reference number available in the documents. | |

| Field | Description | Sample Values |
|----------------------------------|--|---------------|
| Document Date | Displays the document date. | |
| | The user can change the date. | |
| | Note | |
| | If "Document date" is more than "Shipment Date" system displays an override alert. | |
| Сору | Number of duplicate copies of documents as required in LC. | |
| Original | Number of documents in original as required in LC. | |
| Description | Description of the document required as per LC. | |
| First Mail Received Original | Provide the original documents received from first mail. | |
| First Mail Received Copy | Provide the copy of the documents received from first mail. | |
| Second Mail Received Original | Provide the original documents received from second mail. | |
| Second Mail Received Copy | Provide the copy of the documents received from second mail. | |
| Document Clause | Read only field. | |
| | System will populate the document Clause based on the document code. | |
| Received Description | System populates the description of the documents received from presenting bank. | |
| | User can edit the description clause by clicking the link in the 'Received Description' column. | |
| Discrepant | System marks the discrepant toggle as 'Yes' if there is difference between number of documents required and number of documents received. It also enables the user to make the changes, if any discrepancy identified in the document. | |
| Discrepancy Code | Click Search to search and select the discrepancy code based on the discrepancy identified. | |
| | This field is enabled, if Discrepant option is enabled. | |
| Discrepancy Description | Description will be displayed based on the discrepancy code. | |
| | The user can change the description. | |

| Field | Description | Sample Values |
|--------|---|---------------|
| Action | Click the Edit icon to edit the document details. | |

Additional documents presented

The user can click + to add multiple document details.

This table fetches document details as maintained for the specific bill drawing product at teh back office. Here user can add/modify/delete additional document received, if any, during bill drawing. Once bill drawing is authorized, details from this table will be fetched in update drawing operation also.

| Document Code | Click Search to search and select the document code based on the document received. | |
|----------------------------------|--|--|
| | User can add or delete the code by deleting the line on the grid. | |
| | Note | |
| | Note | |
| | The User is not allowed to add any document code which is already existing in any of the two tables. | |
| Document Reference Number | Enables to user to provide the reference number available in the documents. | |
| Document Date | Provide the document date of the underlying document. | |
| | Note | |
| | If "Document date" is more than "Shipment Date" system displays an override alert. | |
| Description | Displays the description of the additional documents based on the document code selected. | |
| | Click the link to view the description of the document. | |
| First Mail Received Original | Provide the number of originals of documents received from first mail. | |
| First Mail Received Copy | Provide the number of duplicate copies of documents received from first mail. | |
| Second Mail Received Original | Provide the number of originals of documents received from second mail. | |
| Second Mail Received Copy | Provide the number of duplicate copies of documents received from second mail. | |

| Field | Description | Sample Values |
|--------|---|---------------|
| Action | Edit: Click edit to edit the document code | |
| | Delete: Click Delete to delete the document code. | |
| | Note The User can not be able to delete any document detail fetched from previous operation. | |

3.3.2.1 Action Buttons

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

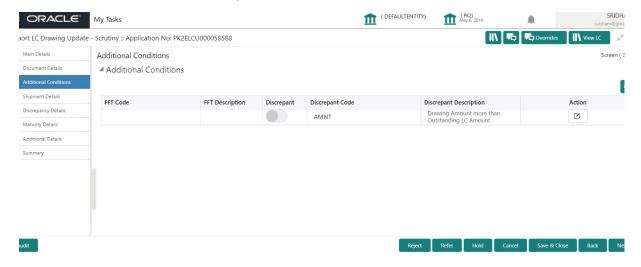
| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Clarification Details | Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested. | |
| Documents | Click the Documents icon to 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 | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send 759, 790, 791, 792, 795, 796, 798, 799, 999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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. | |

| 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. | |
| | Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance/Limits | |
| | R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |
| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.3 Additional Conditions

Enables the user to check the whether the documents received comply with the additional conditions mentioned in LC.



This section displays the list of additional conditions as per LC. Provide the Additional Conditions details as per the description in the following table:

| Field | Description | Sample Values |
|-------------------------|--|---------------|
| FFT Code | This field displays the FFT code as per the latest LC. | |
| FFT Description | This field displays the description of the FFT code as per the latest LC. | |
| Discrepant | User shall mark the discrepant toggle as 'Yes' if there is difference between LC requirement and documents received. | |
| Discrepancy Code | Select the discrepancy code based on the discrepancy identified. | |
| | This field is enabled, if Discrepant option is enabled. | |
| Discrepancy Description | Description will be displayed based on the discrepancy code. | |
| Action | Click the Edit icon to edit the additional condition details. | |

3.3.3.1 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. | |

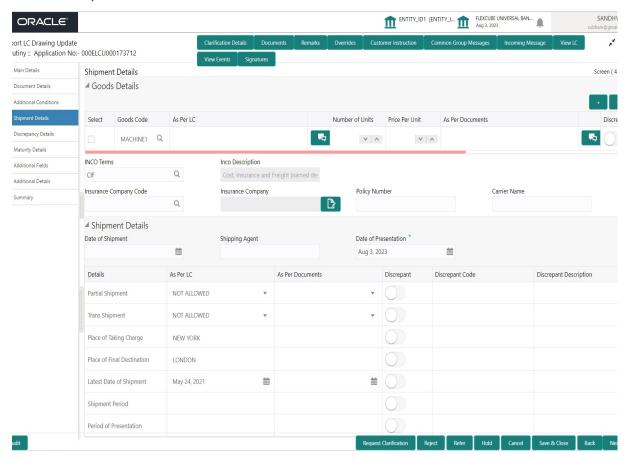
| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Documents | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |

| Field | Description | Sample Values |
|--------------|---|---------------|
| Signatures | 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 Scrutiny 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |

| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.4 Shipment Details

User must check whether the received documents of goods and shipment matches the requirement in LC.



3.3.4.1 Goods Details

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

| Field | Description | Sample Values |
|------------|---|---------------|
| Goods Code | This field displays goods code as per latest LC. | |
| As per LC | This field displays the description of goods as per LC. User can edit the value, if required. | |

| Field | Description | Sample Values |
|-------------------------|--|---------------|
| No of Units | Enter the number of units being imported or exported. | |
| Price per Unit | Enter the value for price per unit. | |
| | | |
| As per Documents | This field displays the description of the goods as per the documents. User can edit the value, if required. | |
| Discrepant | User shall mark the discrepant toggle as 'Yes' if there is difference between LC requirement and documents received. | |
| Discrepant Code | Select the discrepancy code based on the discrepancy identified. | |
| | This field is enabled, if Discrepant option is enabled. | |
| Discrepancy Description | Description will be displayed based on the discrepancy code. | |
| | The user can change the description. | |
| INCO Terms | Search and select the INCO Terms from the lookup. | |
| Inco Description | Inco description will be displayed based on the INCO Terms. | |
| Country of Origin | Update the country of origin as per the documents. | |
| Insurance Company Code | Click Search to search and select the Insurance Company Code from the lookup. | |
| Insurance Company | Read only field. | |
| | The system displays the insurance company details as per the selected Insurance Company Code. | |
| Policy Number | Specify the policy number of the insurance. | |
| Carrier Name | Update the details of the carrier as per the documents received, if the goods got shipped via multiple carriers. | |

3.3.4.2 **Shipment Details**

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

| Field | Description | Sample Values |
|------------------------|---|---------------|
| Date of Shipment | Update the date of shipment as per the documents received. | |
| | This field is mapped against the Latest Date of Shipment in LC to check for discrepancy. | |
| Shipping Agent | Update the shipping agent details. | |
| Date of Presentation | Auto-populated based on the system date. If Place of expiry is Issuing bank, This field is mapped against the Expiry Date in LC to check for discrepancy. | |
| Details | Details represent the fields in latest LC. | |
| As per LC | This field displays description of the fields as per the latest LC. | |
| As Per Document | Update the description of the field as per document. | |
| Discrepant | User shall mark the discrepant toggle as 'Yes' if there is difference between LC Terms and documents received. | |
| Discrepant Code | Select the discrepancy code based on the discrepancy identified. | |
| | This field is enabled, if Discrepant option is enabled. | |
| Discrepant Description | Description will be displayed based on the discrepancy code. | |

3.3.4.3 Action Buttons

| 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. | |

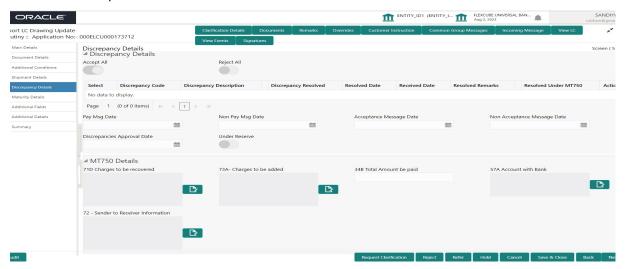
| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Documents | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |

| Field | Description | Sample Values |
|--------------|---|---------------|
| Signatures | 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 Scrutiny 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |

| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.5 <u>Discrepancy Details</u>

This section displays the list of discrepancies captured. User can add/update/review the discrepancies identified in the section.



| Field | Description | Sample Values |
|-------------------------|--|---------------|
| Accept All | To accept all the discrepancy. System will auto update the Discrepancy status as 'Accepted' and Resolved Date to branch date for all the discrepancy records. User can capture the Resolved Remarks for individual discrepancy if any | |
| Reject All | To reject all the discrepancy. System will auto update the Discrepancy status as 'Rejected' and Resolved Date to branch date for all the discrepancy records. User can capture the Resolved Remarks for individual discrepancy if any. | |
| Select | Check box to select the record. | |
| Discrepancy Code | Select the discrepancy code based on the discrepancy identified. | |
| Discrepancy Description | Description will be displayed based on the discrepancy code. | |
| Discrepancy Resolved | The option is set to 'Yes', if discrepancy is resolved. | |

| Field | Description | Sample Values |
|--------------------------------|---|---------------|
| Resolved Date | System displays the date on which discrepancy is resolved. | |
| Resolved Remarks | The remarks for discrepancy resolution. | |
| Resolved Under MT750 | Enable the option, if discrepancy is resolved under MT750. | |
| Action | Click the Edit icon to edit the discrepancy details. | |
| | Click the Delete icon to delete the discrepancy details. | |
| Pay Msg Date | Select the pay message date. | |
| Non Pay Msg Date | Select the non pay message date. | |
| Acceptance Message Date | Select the acceptance message date. | |
| Non Acceptance Message Date | Select the non acceptance message date. | |
| Discrepancies Approval Date | Select the date on which discrepancies has been approved. | |
| Under Reserve | The option when selected, allows the system to send the stage as Final to OBTF on Hand off. | |
| | By default, the check box is de-selected. | |
| | System allows to check this field, when the discrepancy in Bill and Operation is NEG. | |
| MT750 Details | | |
| Charges to be recovered | Click the edit icon and specify the charges to be recovered in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Charges to be added | Click the edit icon and specify the charges to be added in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Total Amount be paid | Click the edit icon and specify the total amount be paid in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |

| Field | Description | Sample Values |
|--------------------------------|--|---------------|
| Account with Bank | Click the edit icon and specify the account with bank details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Sender to Receiver Information | Click the edit icon and specify the sender to receiver information in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |

3.3.5.1 Action Buttons

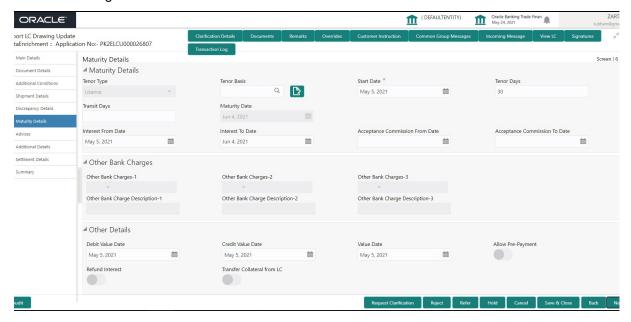
| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Clarification Details | Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested. | |
| Documents | Click the Documents icon to 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 | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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. | |

| 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. | |
| | Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance/Limits | |
| | R5 - Others. | |
| Next | On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.6 <u>Maturity Details</u>

This field displays the maturity details and this tile will be disabled, if the tenor for the drawing is 'Sight'.



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

| Field | Description | Sample Values |
|--------------------|--|---------------|
| Tenor Type | Read only field. | |
| | This field displays the tenor type as per LC. | |
| Tenor Basis | Provide the tenor basis or select it from lookup. | |
| | The tenor base code description is displayed based on the selected tenor basis. | |
| Start Date | Provide the tenor start date. | |
| Tenor Days | Provide the number of tenor days | |
| Transit Days | Provide the transit days, if the tenor is sight. | |
| Maturity date | System displays the due date for the drawing based on tenor and tenor basis. | |
| | If tenor is sight, system will calculate the maturity date as 5 working days from document Received date. User can change this value to any date earlier than the maturity date up to system date. User cannot change the value to later than maturity date. | |
| | If tenor is Usance, system will calculate the maturity date based on the tenor basis and populate the maturity date. | |
| Interest from Date | Select the interest from date. The interest from date cannot be earlier than branch date and later than maturity date. | |

| Field | Description | Sample Values |
|---------------------------------|--|---------------|
| Interest To Date | Select the interest to date. | |
| Acceptance Commission From Date | Provide the acceptance commission from date. | |
| Acceptance Commission To Date | Provide the acceptance commission to date. | |

3.3.6.1 Other Bank Charges

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

| Field | Description | Sample Values |
|--------------------------------|--|---------------|
| Other Bank Charges - 1 | Charges to be collected for the other bank as part of the drawings transaction. | |
| Other Bank Charges - 2 | Charges to be collected for the other bank as part of the drawings transaction. | |
| Other Bank Charges - 3 | Charges to be collected for the other bank as part of the drawings transaction. | |
| Other Bank Description -1 | This field displays the description of charges to be collected for the other bank as part of the drawings transaction. | |
| Other Bank Description -2 to 3 | This field displays the description of charges to be collected for the other bank as part of the drawings transaction. | |
| Other Bank Description -3 | This field displays the description of charges to be collected for the other bank as part of the drawings transaction. | |

3.3.6.2 Other Details

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

| Field | Description | Sample Values |
|-------------------|--|---------------|
| Debit Value Date | Provide the debit value date. | |
| Credit Value Date | Provide the credit value date. | |
| Value Date | Provide the value date. | |
| Allow Pre-Payment | Toggle On: Set the toggle 'On' to enable prepayment. | |
| | Toggle Off: Set the toggle 'Off' to disable prepayment. | |

| Field | Description | Sample Values |
|-----------------------------|---|---------------|
| Refund Interest | Toggle On: Set the toggle 'On' to refund the interest. | |
| | Toggle Off: Set the toggle 'Off' to deny the interest refund. | |
| Transfer Collateral from LC | Toggle On: Set the toggle 'On' to enable the transfer collateral from LC. | |
| | Toggle Off: Set the toggle 'Off' to disable the transfer collateral from LC. | |

3.3.6.3 Action Buttons

| 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 | 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 | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT7759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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. | |

| 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. | |
| | Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance/Limits | |
| | R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |
| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.7 Additional Fields

Banks can configure these additional fields during implementation.

3.3.7.1 Action Buttons

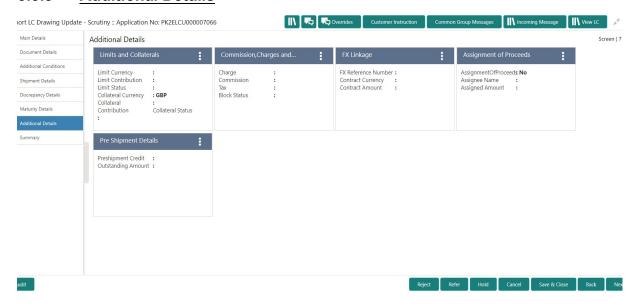
| Field | Description | Sample Values |
|-----------------------|---|---------------|
| Clarification Details | Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested. | |

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Documents | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |

| Field | Description | Sample Values |
|--------------|---|---------------|
| Signatures | 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 Scrutiny 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |

| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

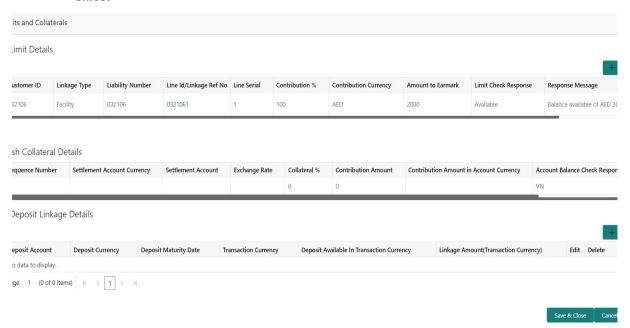
3.3.8 Additional Details

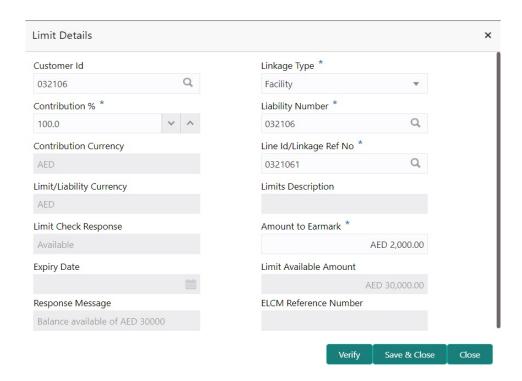


3.3.8.1 <u>Limits & Collateral</u>

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 (OBTFPM) and should Earmark the limit from the Back office.





| Field | Description | Sample Values |
|-----------|---|---------------|
| Plus Icon | 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.

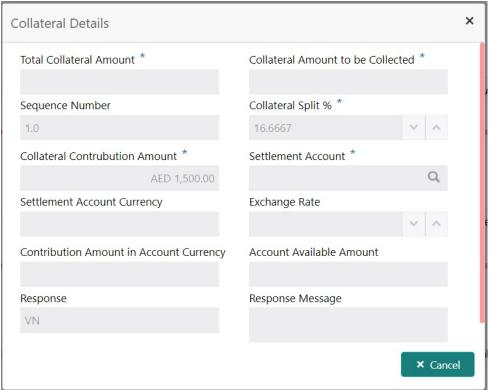
| Customer ID | This field displays the Issuing Bank/ Confirming bank customer ID defaulted from the application. | |
|-----------------------|---|--|
| Linkage Type | Select the linkage type. Linkage type can be: Facility Liability By default Linkage Type should be "Facility". | |
| Contribution% | System will default this to 100%. User can modify, if contribution is more than 100%. System will display an alert message, if modified. Once contribution % is provided, system will default the amount. 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. | |
| Liability Number | Click Search to search and select the Liability Number from the look-up. The list has all the Liabilities mapped to the customer. | |
| Contribution Currency | The LC currency will be defaulted in this field. | |

| Field | Description | Sample Values |
|------------------------------|--|---------------|
| Line ID/Linkage Ref No | Click Search to search and select the 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. | |
| | Note | |
| | 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. | |
| | This field is disabled and read only, if Linkage Type is Liability. | |
| Limit/ Liability Currency | Limit Currency will be defaulted in this field, when you select the Liability Number | |
| Limits Description | This field displays the limits description. | |
| Limit Check Response | Response can be 'Success' or 'Limit not Available'. | |
| Amount to Earmark | Amount to Earmark will be default based on the contribution %. | |
| | User can change the value. | |
| Expiry Date | This field displays the date up to which the Line is valid | |
| 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. | |
| | The value in this field appears, if you click the Verify button. | |
| Response Message | Detailed Response message. | |
| | The value in this field appears, if you click the Verify button. | |
| ELCM Reference Number | This field displays the ELCM reference number. | |
| Below fields appear in the L | imit Details grid along with the above fields. | |
| Line Serial | Displays the serial of the various lines available and mapped under the customer id. | |
| | This field appears on the Limits grid. | |

| Field | Description | Sample Values |
|-------------|---|---------------|
| Edit | Click the link to edit the Limit Details | |
| Delete icon | Click delete icon to delete the existing limit details. | |

Collateral Details

This section displays the collateral details:



| Field | Description | Sample Values |
|-------------------------------|--|----------------|
| Cash Collateral Details | | |
| Below fields are displayed of | on the Collateral Details pop-up screen, if the user cli | cks view icon. |
| Total Collateral Amount | Read only field. | |
| | This field displays the total collateral amount provided by the user. | |
| Collateral Amount to be | Read only field. | |
| Collected | 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 % | Read only field. | |
| | The collateral split% to be collected against the selected settlement account. | |
| Collateral Contribution | Read only field. | |
| Amount | The collateral amount to be collected against the selected settlement account. | |
| Settlement Account | Read only field. | |
| | The settlement account for the collateral amount. | |
| Settlement Account Cur- | Read only field. | |
| rency | This field displays the settlement account currency defaulted by the system. | |
| 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 | Read only field. | |
| Account Currency | This field displays the contribution amount in the settlement account currency as defaulted by the system. | |
| Account Available Amount | Read only field. | |
| | System populates the account available amount. | |
| Response | Read only field. | |
| | System populates the response. | |
| Response Message | Read only field. | |
| | System populates the response message on clicking the Verify button. | |

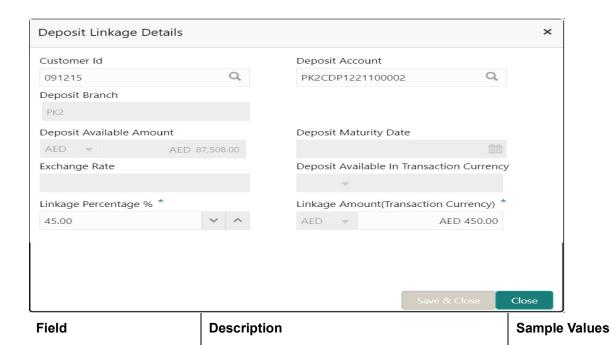


| Field | Description | Sample Values |
|------------------------------|--|---------------|
| Cancel | Click to cancel the entry. | |
| Below fields appear in the C | Cash Collateral Details grid along with the above fie | lds. |
| Collateral % | Read only field. | |
| | The percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message. | |
| | 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. | |
| Contribution Amount | Read only field | |
| | This field displays the collateral contribution amount. | |
| | 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. | |

Deposit Linkage Details

In this section which the deposit linkage details is captured.

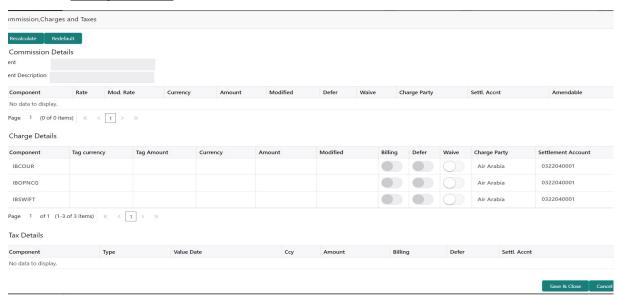
System should allow the user to Link one or more existing Deposits as a contribution to secure underlying transactions. On Submit of DE stage, system will create Linkage of the Deposit/modification of existing Linkage by calling Back-office system (DDA) system directly.



Click + plus icon to add new deposit details.

| Field | Description | Sample Values |
|--|--|---------------|
| Customer Id | Customer ID is defaulted from the system. | |
| | User can change the customer ID. | |
| Deposit Account | Click Search to search and select the deposit account from the look-up. All the Deposits of the customer should be listed in the LOV search. User should be able to select the deposit for linkage. | |
| Deposit Branch | Branch will be auto populated based on the Deposit account selection. | |
| Deposit Available Amount | Amount will be auto-populated based on the Deposit Account selection. | |
| Deposit Maturity Date | Maturity Date of deposit is displayed based on the Deposit Account selection. | |
| Exchange Rate | Latest Exchange Rate for deposit linkage should be displayed. This will be picked up from the exchange rate maintenance from the common core. | |
| Deposit Available in Transaction Currency | Deposit amount available should be displayed after exchange rate conversion, if applicable. | |
| Linkage Percentage% | Specify the value for linkage percentage. | |
| Linkage Amount (Transaction Currency): | System to default the transaction amount user can change the value. | |
| | System validates the linking amount with available Deposit balance and should not allow to link more than the available amount. | |
| Below fields appear in the I | Deposit Details grid along with the above fields. | |
| Deposit Currency | The currency will get defaulted in this field. | |
| Transaction Currency | The currency will get defaulted in this field from the underlying task. | |
| Delete Icon | Click minus icon to remove the existing Linked deposit details by selecting the Deposit. | |
| Edit Link | Click edit link to edit any existing deposit Details. | |

3.3.8.2 Charge Details



This section displays charge details:

| Field | Description | Sample Values |
|-------------------|--|---------------|
| Event | Read only field. This field displays the event name. | |
| Event Description | Read only field. This field displays the description of the event. | |

Commission Details

This section is not applicable in case of Bills/Drawing.

Charge Details

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

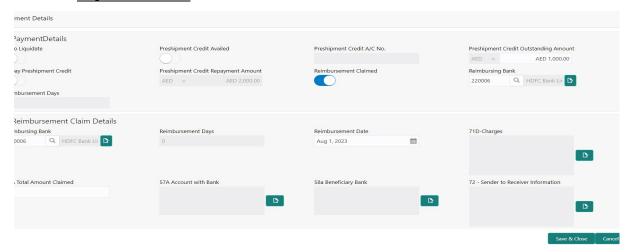
| Field | Description | Sample Values |
|--------------------|---|---------------|
| Billing | If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. | |
| | On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically checked in OBTFPM. | |
| | The user can not select/de-select the check box if it is de-selected by default. | |
| | This field is disabled, if 'Defer' toggle is enabled. | |
| Defer | If charges have to be deferred and collected at any future step, this check box has to be selected. | |
| | On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM. | |
| | The user can select/de-select the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation. | |
| Waive | If charges have to be waived, this check box has to be selected. | |
| | Based on the customer maintenance, the charges should be marked for Billing or for Defer. | |
| | This field is disabled, if 'Defer' toggle is enabled. | |
| Charge Party | Charge party will be applicant by default. You can change the value to beneficiary | |
| Settlement Account | Details of the settlement account. | |

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

3.3.8.3 This section displays the tax details:

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

3.3.8.4 Payment Details



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

| Field | Description | Sample Values |
|---------------------------------------|---|---------------|
| Auto Liquidate | Auto Liquidation Required details gets defaulted from the LC, if the LC Advised by us toggle is on. | |
| | If the LC Advised by us toggle is off: | |
| | Yes: Select Yes, if auto liquidation is required. It is applicable only if the drawing is without discrepancy. | |
| | No: Select No if auto liquidation is not required. | |
| Pre-shipment Credit Availed | Pre-shipment Credit Availed details gets defaulted from the LC, if the LC Advised by us toggle is on. | |
| | If the LC Advised by us toggle is off: | |
| | Yes: Select Yes, if pre-shipment credit is availed. | |
| | No: Select No if pre-shipment credit is not availed. | |
| Pre-shipment Credit Account Number | This field displays the pre-shipment credit account number. | |
| Preshipment Credit Outstanding Amount | This field displays the preshipment credit outstanding amount. | |
| | The user can enter the preshipment credit outstanding amount. | |
| Repay Preshipment Credit | Repay Pre-shipment Credit details gets defaulted from the LC, if the LC Advised by us toggle is on. | |
| | If the LC Advised by us toggle is off: | |
| | Yes: Select Yes, if pre-shipment credit to be repaid. | |
| | No: Select No if there is no pre-shipment credit to be repaid. | |
| Preshipment Credit Repyment Amount | This field displays the pre-shipment credit repayment amount. | |
| Reimbursement Claimed | Reimbursing Claimed details gets defaulted from the LC, if the LC Advised by us toggle is on. | |
| | If the LC Advised by us toggle is off: | |
| | Yes: Select Yes, if reimbursement to be claimed. | |
| | No: Select No if there are no reimbursement to be claimed. | |

| Field | Description | Sample Values |
|----------------------------|--|---------------|
| Reimbursing Bank | Reimbursing bank details gets defaulted from the LC, if the LC Advised by us toggle is on. | |
| | Select the Reimbursing Bank from the LOV, if the Reimbursement Claimed toggle is set to 'Yes'. | |
| | Note | |
| | If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available, Only MT999 messages can be sent to the bank". | |
| Reimbursement Days | Provide the number of days before the maturity date on which the reimbursement claim needs to be triggered. | |
| Reimbursement Date | Reimbursement date will be displayed based on the reimbursement days and maturity date. | |
| | Enables user to capture the reimbursement date. If reimbursement date is later than the branch date, system will display an error. | |
| Liquidate using Collateral | Toggle On: Enable the toggle, if liquidation is done using Collateral. | |
| Reimbursing Claim Details | | l |
| Reimbursing Bank | Select the Reimbursing Bank from the LOV, if the Reimbursement Claimed toggle is set to 'Yes'. | |
| | Note | |
| | If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available, Only MT999 messages can be sent to the bank". | |
| Reimbursement Days | Provide the number of days before the maturity date on which the reimbursement claim needs to be triggered. | |
| Reimbursement Date | Reimbursement date will be displayed based on the reimbursement days and maturity date. | |
| | Enables user to capture the reimbursement date. If reimbursement date is later than the branch date, system will display an error. | |

| | Description | Sample Values |
|--------------------------------|--|---------------|
| Charges | Click the edit icon and specify the charge details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Total Amount Claimed | Specify the total amount claimed. | |
| Account with Bank | Click the edit icon and specify the account with bank details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Beneficiary Bank | Click the edit icon and specify the beneficiary bank details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Sender to Receiver Information | Click the edit icon and specify the sender to receiver information in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Charges to be recovered | Click the edit icon and specify the charges to be recovered in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Charges to be added | Click the edit icon and specify the charges to be added in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Total Amount Claimed | Specify the total amount claimed. | |
| Account with Bank | Click the edit icon and specify the account with bank details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Sender to Receiver Information | Click the edit icon and specify the sender to receiver information in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |

T 754- Advice of Payment/Acceptance/Negotiation Details

| Field | Description | Sample Values |
|----------------------------------|--|---------------|
| Charges to be recovered | Click the edit icon and specify the charges to be recovered in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Charges to be added | Click the edit icon and specify the charges to be added in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Total Amount Claimed | Specify the total amount claimed. | |
| Account with Bank | Click the edit icon and specify the account with bank details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Sender to Receiver Information | Click the edit icon and specify the sender to receiver information in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Account with Bank | Click the edit icon and specify the account with bank details in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Sender to Receiver Information | Click the edit icon and specify the sender to receiver information in Line 1-6 and click Save & Close to save the changes. | |
| | The user can edit the details by clicking the edit icon. | |
| Narrative | Specify the narrative. | |
| Settlement Details - Liquidation | | |
| Component | Components gets defaulted based on the product selected. | |
| Currency | Application displays the default currency for the component. | |
| Debit/Credit | Application displays the debit/credit indicators for the components. | |
| Account | Application Displays the account details for the components. | |
| | The user can modify the account. | |

| Field | Description | Sample Values |
|------------------------|---|---------------|
| Account Description | Application displays the description of the selected account. | |
| Branch | Application displays the branch of the selected account. | |
| Account Currency | Application defaults the currency for all the items based on the account number. | |
| 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. | |

3.3.8.5 FX Linkage

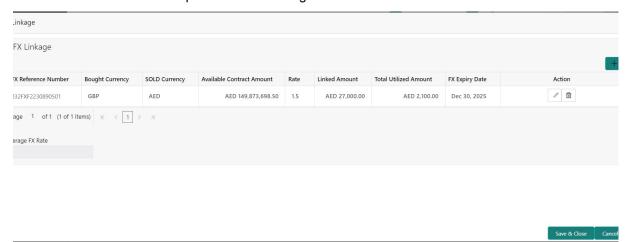
This section enables the user to link the existing FX contract(s) to the drawing. User can link one or more FX deals to a drawing/bill. The linked value of an FX deal(s) must not exceed the value of the drawing/bill.

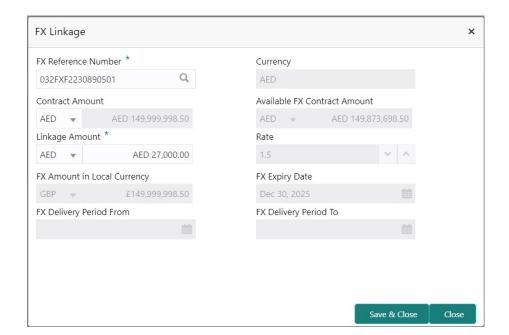
System allows to link FX even if it is not immediate liquidation. System allows to link FX in booking/update and liquidate bill later manually.

Following are the features of FX Linkage in BC.

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

The same will be populated in the Average FX Rate.Provide the FX linkage detail based on the description in the following table.





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

Field Description Sample Values

Click + plus icon to add new FX linkage details.

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

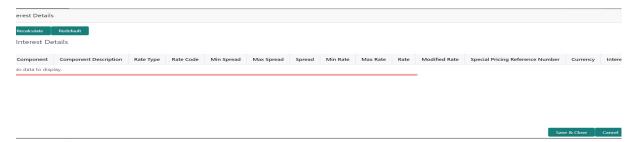
| Field | Description | Sample Values |
|---------------------------------|---|---------------|
| FX Reference Number | Select the FX contract reference number from the LOV. | |
| | On select and save and close, system defaults the available amount, bot currency, sold currency and rate. | |
| | Forward FX Linkage available for selection at bill would be as follows, | |
| | Counterparty of the FX contract should be the counterparty of the Bill contract. | |
| | Active Forward FX transactions authorized not marked for auto liquidation. | |
| | Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill. | |
| Currency | This field displays the FX BOT currency from the linked FX contract. | |
| Contract Amount | This field displays the FX BOT currency and Amount. | |
| | The user can change the currency. | |
| Available FX Contract Amount | This field displays the available FX contract amount. | |
| | The value is from the "Available Amount" in FXDLINKG screen in OBTR. | |
| | Available Amount BOT currency and Amount is displayed. | |
| Linkage Amount | This field displays the amount available for linkage. | |
| | The Linkage amount should default the LC Contract Currency and allowed to change the linkage amount alone. | |
| | The validation "Sum of Linked amount will not be greater than contract amount" or "Linkage amount will not be greater than the available amount for linkage" should be triggered on save of the FX linkage screen when trying to link the single FX or multiple FX. | |
| Rate | This field displays the exchange rate defaulted from the linked FX Contract. | |
| FX Amount in Local Currency | This field displays the FX amount in local currency. | |
| | The value is defaulted as FX BOT currency and Amount from FXDTRONL | |
| FX Expiry Date | This field displays the expiry date from the linked FX contract. | |

| Field | Description | Sample Values |
|------------------------------|--|---------------|
| FX Delivery Period - From | This field displays the date from which the contract is valid for utilization. | |
| FX Delivery Period - To | This field displays the date to which the contract is valid for utilization. | |
| Below fields appear in the F | X linkage grid along with the above fields. | |
| Bought Currency | This field displays the currency from the linked FX contract. | |
| Sold Currency | This field displays the currency from the linked FX contract. | |
| Available Contract Amount | Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero. | |
| Linked Amount | Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the availa- | |
| | ble amount for linkage. | |
| Total Utilized amount | This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version. | |
| | The value is Total Utilized Amount BOT currency and Amount for Import LC/Guarantee Issuance from FXDLINKG | |
| Average FX Rate | Multiple forward FX contract could be linked, and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate. | |
| Action | Click the Edit icon to modify the FX details. | |
| | Click the Delete icon to delete the FX details. | |

3.3.8.6 Interest Details

The user can view and modify the Interest Details Simulated from Back Office system. On update of the Interest rate user has to click on Recalculate button. System will trigger a

simulation call to the back office and the updated Interest details will be reflected in this section.



3.3.8.7

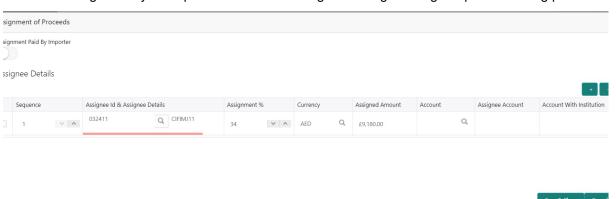
| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Component | This field displays the component maintained in the back office. | |
| Component Description | This description of the component. | |
| Rate Type | System defaults the rate type maintained for the component in back office. | |
| | Value can be: | |
| | Fixed Floating | |
| | Special | |
| Rate Code | This field displays the rate code applicable for the Component. | |
| Min Spread | This field displays the minimum spread applicable for the Rate Code. | |
| | This field have value only if the Rate Type is Floating . | |
| Max Spread | This field displays the maximum spread applicable for the Rate Code. | |
| | This field have value only if the Rate Type is Floating . | |
| Spread | This field displays the spread applicable for the Component in case of Floating Rate Component. User can change the defaulted value. | |
| | System validates whether the spread input is within the Minimum to Maximum Spread. | |
| Min Rate | This field displays the minimum rate applicable for the Rate Code. | |
| Max Rate | This field displays the maximum rate applicable for the Rate Code. | |
| Rate | This field displays the value applicable for the Rate Code. | |
| | User can change the value if the Rate Type is Fixed . System validates whether the Rate input is between the Minimum and Maximum Rate. | |
| Modified Rate | This field displays the modified rate. | |

| Field | Description | Sample Values |
|-------------------------------------|--|---------------|
| Special Pricing Reference Number | User can capture the Special Pricing Reference Number, when there is a special Interest rate to be provided for that customer against the interest component (Main Component). | |
| | Special Pricing Reference is not applicable for Penal Interest components. | |
| | For transactions initiated from OBDX, the Special Pricing Reference Number will be populated from OBDX and user cannot edit the same. | |
| | Note | |
| | System shows an override as "Special Pricing Applicable", on clicking "Save" in the Interest Details screen, if Special Pricing Reference number has been provided. | |
| Currency | System defaults the Interest currency in this field. | |
| Interest Amount | User can input the interest amount, in case the Rate Type is Special, else user can not be able to input the amount. In such cases, the amount will be calculated by back office immediately only if the Interest is collected in Advance or if Back Dated Interest is collected. In that scenario, the Amount will be populated on Re-simulation from back office. Otherwise Interest will be calculated only in the batch as maintained. | |
| Waive | User can waive the Interest applicable. System displays an override, if the user has waived the Interest. | |
| Charge Party | System displays the Charge Party based on the type of transaction. | |
| | In case of Export Transactions, Drawer should be the defaulted Charge Party for Collection Bills and Beneficiary for the LC Bills. In case of Import Transactions, Drawee should be the Charge Party for Collection and Applicant for the LC Bills | |

| Field | Description | Sample Values |
|---------------------|--|---------------|
| Settlement Account | System defaults the Settlement Account of the Charge Party for debit of Interest. User can change the value. System should display an error if a different customer is chosen. If different account of the Charge Party is selected, system should display a override. | |
| | In case the user modifies the Interest Rate, the user should click on Recalculate button to get the modified amount from the back office and display the new Amount.(Recalculation is done in back office and not in OBTFPM). | |
| Settlement Currency | This field displays the settlement account currency. | |
| Settlement Branch | This field displays the settlement account branch. | |

3.3.8.8 Assignment of Proceeds

In this tile, assignment details for the applicable processes is displayed. Proceeds can be assigned only if the parties have been assigned during drawing or update drawing process.

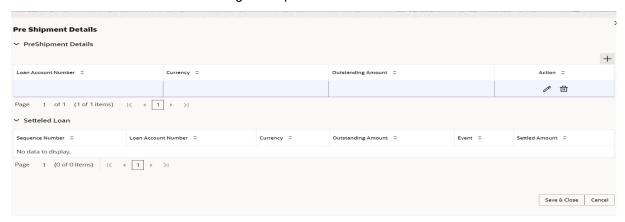


| Field | Description | Sample Values |
|--------------------------------|---|---------------|
| Assignment Paid By Importer | Slide the toggle if assignment is paid by importer. | |
| Sequence | User can update the sequence number. | |

| Field | Description | Sample Values |
|--------------------------------|---|---------------|
| Assignee ID & Assignee Details | User can select the assignee id. Assignee details appear based on selected assignee ID. | |
| | User can add multiple assignees to a single Bill under LC with the assignment amount or assignment percentage of parent LC. | |
| | Note | |
| | WALKIN customers is allowed as assignee. | |
| Assignment % | User can input the percentage of LC amount that has be assigned to the assignee. Once the user updates the rate, the system has to calculate the amount as per assigned rate and default in the assigned amount field. If the user directly captures the assigned amount then the assigned percentage has to calculate the percentage and the same to be populated in the screen. If contribution is more than 100%, system to display an alert message. Once contribution % is input system will default the amount. System to validate that Limit Contribution percentage plus Collateral percentage is equal to 100. Otherwise system to provide override. The assignment percentage should be rounded to two decimal places | |
| Currency | User can select the account currency of the set- tlement account of the assignee. Only the curren- cies for which the settlement account is available, only those currency will be displayed. | |
| Assigned Amount | User can input the amount that has to be assigned to the assignee. If the user has already entered the assignment percentage, system to calculate the amount and populate the value | |
| Account | Click Search to search and select the account. | |
| Assignee Account | Specify the assignee account | |
| Account with Institution | User can select the account number of the Account with Institution. | |

3.3.8.9 Pre Shipment Details

This section links an existing Preshipment Credit.



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

| Field | Description | Sample Values |
|---------------------|---|---------------|
| Loan Account Number | Select the pre-shipment Loan Account number from the LOV. | |
| Currency | The currency of the pre-shipment loan account number. | |
| Outstanding Amount | The pre-shipment credit outstanding amount. | |
| Action | Click the Edit icon to modify the Pre Shipment details. | |
| | Click the Delete icon to delete the Pre Shipment details. | |
| Settled Loan | | |
| Sequence Number | This field displays the sequence of the settled loan. | |
| Loan Account Number | This field displays the pre-shipment Loan Account number. | |
| Currency | This field displays the currency of the pre-shipment loan account number. | |
| Outstanding Amount | This field displays the pre-shipment credit outstanding amount. | |
| Event | This field displays the event. | |
| Settled Amount | This field displays the settled amount. | |

3.3.8.10 Action Buttons

| 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 | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |

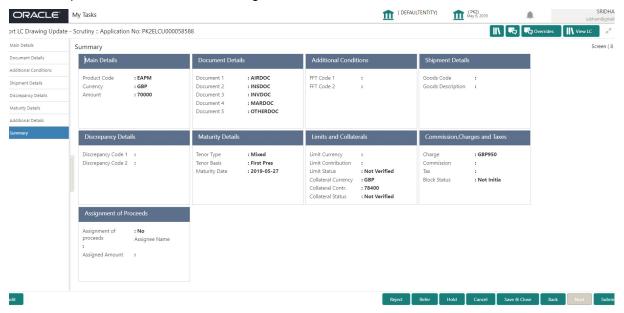
| Field | Description | Sample Values |
|--------------|---|---------------|
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | Click the Signature button to verify the signature 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 Scrutiny 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |

| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.3.9 Summary

User can review the summary of details captured under Export LC Update Drawing Scrutiny Stage.

The tiles must display a list of important fields with values. User can drill down the tile and view the details provided in the various data segments.



Tiles Displayed in Summary

- Main Details User can view the application details and LC details.
- Party Details User can view party details like applicant, advising bank etc.
- Document Details User can view document details.
- Shipment Details User can view shipment details.
- Additional Conditions User can view additional conditions of the drawing.
- Discrepancy Details User can view the discrepancy details of the drawing.
- Maturity Details User can view the maturity details.
- Additional Fields User can view the additional field details.
- Pre Shipment Details User can view the pre shipment details.
- Limits and Collaterals User can view limits and collateral details.
- Commission, Charges and Taxes User can view charge details.
- Assignment of Proceeds User can view the details of assignment of proceeds.
- FX Linkage User can view the FX linkage details.
- Interest Details User can view the interest details.

• Payment Details - User can view the payment details.

3.3.9.1 <u>Action Buttons</u>

| 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 | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |

| Field | Description | Sample Values |
|------------------|--|---------------|
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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 |
|-----------------------|--|---------------|
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |
| Submit | Task will get moved to next logical stage of Export LC Update Drawing. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

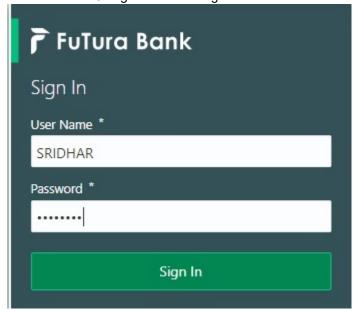
3.4 Data Enrichment

Do the following steps to acquire a task at Data Enrichment stage:

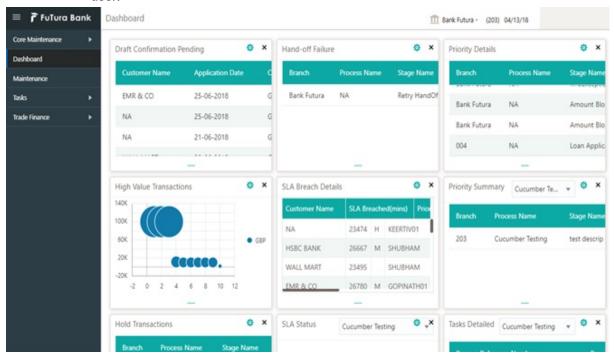
Note

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

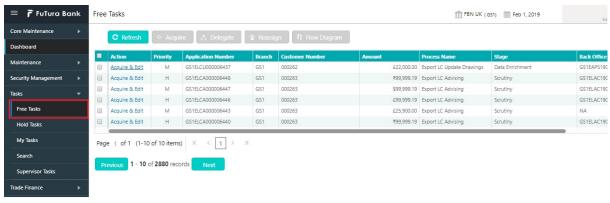
1. Using the entitled login credentials for Scrutiny stage, login to the OBTFPM application.



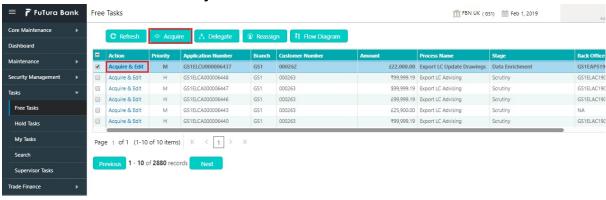
2. On login, user must be able to view the dashboard screen with widgets as mapped to the user.



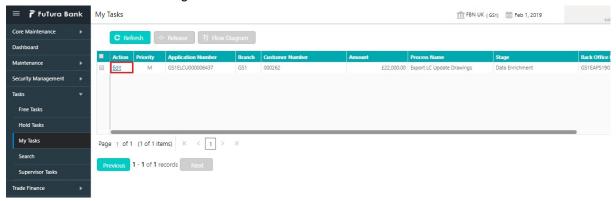
3. Click Trade Finance> Tasks> Free Tasks.



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



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



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

- Main Details
- Document Details
- Additional Conditions
- Shipment Details
- Discrepancy Details
- Maturity Details
- Advices
- Additional Details
- Settlement Details
- Summary

Let's look at the details for Data Enrichment stage. User must be able to enter/update the fields in Data Enrichment stage. Some of the fields that are already having value from Scrutiny/Online channels may not be editable.

3.4.1 Main Details

Refer to 3.3.1 Main Details.

3.4.2 Document Details

Refer to 3.3.2 Document Details.

3.4.3 Additional Conditions

Refer to 3.3.8 Additional Details.

3.4.4 Shipment Details

Refer to 3.3.4 Shipment Details.

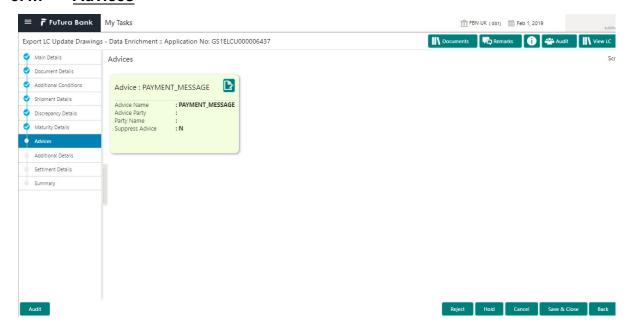
3.4.5 Discrepancy Details

Refer to 3.3.5 Discrepancy Details.

3.4.6 Maturity Details

Refer to 3.3.6 Maturity Details.

3.4.7 Advices



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

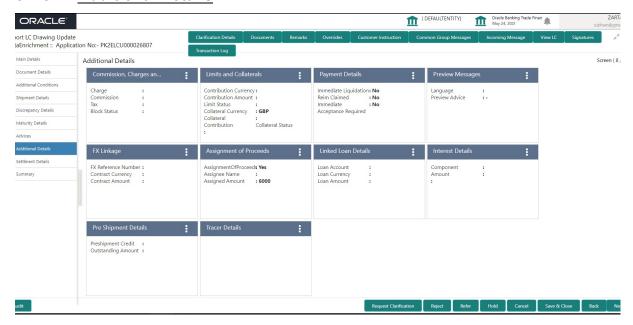
3.4.7.1 Action Buttons

| 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 | 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 | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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. | |

| 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. | |
| | Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance/Limits | |
| | R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |
| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.4.8 Additional Details



3.4.8.1 Limits & Collateral

Refer to 3.3.8.1 Limits & Collateral.

3.4.8.2 Charge Details

Refer to 3.3.8.2 Charge Details.

3.4.8.3 Payment Details

Refer to 3.3.8.4 Payment Details.

3.4.8.4 Preview Message

User can view the draft message (outgoing MT754 and MT742/MT750/MT742 SWIFT message format) being displayed on the preview message text box.

| eview Messages | | | | | | | | |
|-----------------|---------|---------------|---|------------------|--------|---------------|--------------|--------|
| Preview - SWIFT | Message | | | ■ Preview - Mail | Advice | | | |
| nguage | | Message Type | | Language | | Advice Type | | |
| nglish | ** | | * | English | ~ | | ~ | |
| essage Status | | Repair Reason | | Message Status | | Repair Reason | | |
| | | | | | | | | |
| | | | | | | | | |
| eview Message | | | | Preview Message | | | | |
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| | | | | | | | | |
| | | | | | | | Save & Close | Cancel |

| Field | Description | Sample Values |
|-------------------------|---|---------------|
| Preview - SWIFT Message | | |
| Language | Read only field. | |
| | English is set as default language for the preview. | |
| Message type | Select the message type from the drop down. User can choose to see preview of different message like MT 700, MT 740 and MT 701. | |
| Message Status | Read only field. | |
| | Display the message status of draft message of liquidation details. | |
| Repair Reason | Read only field. | |
| | Display the message repair reason of draft message of liquidation details. | |
| Preview Message | Display a preview of the draft message. | |
| Preview - Mail Device | , | |
| Language | Read only field. | |
| | English is set as default language for the preview. | |
| Advice Type | Select the advice type. | |
| Message Status | Read only field. | |
| | Display the message status of draft message of liquidation details. | |
| Repair Reason | Read only field. | |
| | Display the message repair reason of draft message of liquidation details. | |
| Preview Message | Display a preview of the advice. | |

3.4.8.5 FX Linkage

Refer to 3.3.8.5 FX Linkage.

3.4.8.6 <u>Linked Loan Details</u>

This user can view the details of linked loan accounts.



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

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

3.4.8.7 Assignment of Proceeds

Refer to 3.4.8.7 Assignment of Proceeds

3.4.8.8 <u>Interest Details</u>

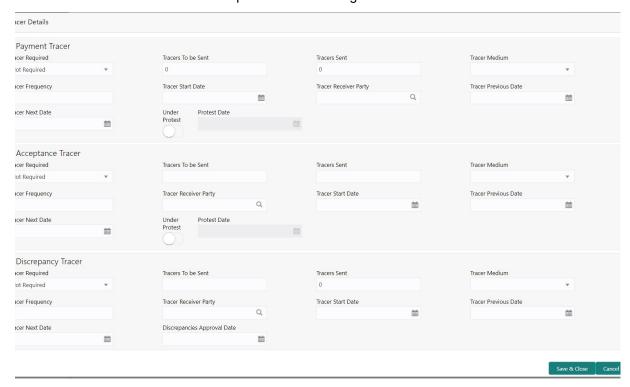
3.4.8.9 Refer to 3.4.8.8 Interest Details

3.4.8.10 Pre Shipment Details

Refer to 3.4.8.10 Pre Shipment Details

3.4.8.11 Tracer Details

User can trace the response for the discrepancies identified. Provide the payment tracer details based on the description in the following table:



Payment Tracer

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Tracer Required | Select the option, whether the tracer details to be captured or not. | |
| | The options are: | |
| | Required | |
| | Not Required | |
| | Till Resolved | |
| Tracers to be sent | Provide the number of tracers required. | |
| Tracers Sent | Provide the number of tracers sent. | |
| Tracer Medium | Select the tracer medium from the LOV: Mail Swift | |
| Tracer Frequency | System will default the days set up at the product level. Value can be 1, 2 etc. which represents daily, once in 2 days etc. | |
| Tracer Start Date | Capture the tracer start date. If the date is earlier than system date, system to display an error message. | |
| Tracer Receiver Party | Click Search to search and select the tracers receiver party from the lookup. | |
| Tracer Previous Date | Capture the tracer previous date. | |
| Tracer Next Date | Capture the tracer next date. | |
| Under Protest | Enable the option, if the tracer is under protest. | |
| Protest Date | Provide the tracer protest date. | |

Acceptance Tracer

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

| Field | Description | Sample Values |
|--------------------|--|---------------|
| Tracer Required | Select the option, whether the tracer details to be captured or not. | |
| | The options are: | |
| | Required | |
| | Not Required | |
| | Till Resolved | |
| Tracers To be sent | Provide the number of tracers required. | |
| Tracers Sent | Provide the number of tracers sent. | |

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Tracer Medium | Select the tracer medium from the LOV: | |
| | Mail | |
| | Swift | |
| Tracer Frequency | System will default the days set up at the product level. Value can be 1, 2 etc. which represents daily, once in 2 days etc. | |
| Tracer Start Date | Capture the tracer start date. If the date is earlier than system date, system to display an error message. | |
| Tracer Receiver Party | Click Search to search and select the tracers receiver party from the lookup. | |
| Tracer Previous Date | Capture the tracer previous date. | |
| Tracer Next Date | Capture the tracer next date. | |
| Under Protest | Enable the option, if the tracer is under protest. | |
| Protest Date | Provide the tracer protest date. | |

Discrepancy Tracer

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

| Field | Description | Sample Values |
|-----------------------|--|---------------|
| Tracer Required | Select the option, whether the tracer details to be captured or not. | |
| | The options are: | |
| | Required | |
| | Not Required | |
| | Till Resolved | |
| Tracers To be sent | Provide the number of tracers required. | |
| Tracers Sent | Provide the number of tracers sent. | |
| Tracer Medium | Select the tracer medium from the LOV: | |
| | Mail | |
| | Swift | |
| Tracer Frequency | System will default the days set up at the product level. Value can be 1, 2 etc. which represents daily, once in 2 days etc. | |
| Tracer Receiver Party | Click Search to search and select the tracers receiver party from the lookup. | |
| Tracer Start Date | Capture the tracer start date. If the date is earlier than system date, system to display an error message. | |

| Field | Description | Sample Values |
|----------------------|--|---------------|
| Tracer Previous Date | Capture the tracer previous date. | |
| Tracer Next Date | Capture the tracer next date. | |
| Under Reserve | Enable the option, if the tracer is under reserve. | |
| Reserve Release Date | Provide the reserve release date. | |

3.4.8.12 Action Buttons

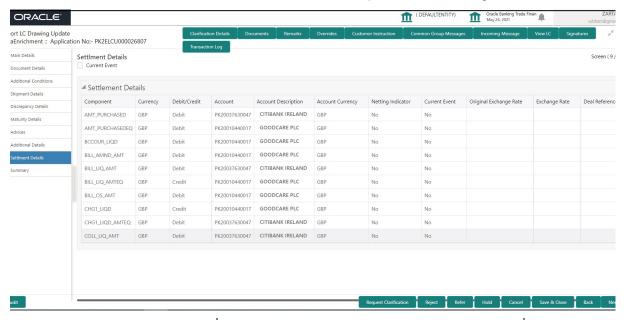
| Field | Description | Sample Values |
|-----------------------|---|---------------|
| Clarification Details | Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested. | |
| Documents | Click the Documents icon to View/Upload the required documents. | |
| | Application will display the mandatory and optional documents. | |
| | The user can view and input/view application details simultaneously. | |
| | When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application. | |
| Remarks | Click the Remarks icon to provide any additional information. This information can be viewed by other users processing the request. | |
| | Content from Remarks field should be handed off to Remarks field in Backend application. | |
| Overrides | Click to view the overrides accepted by the user. | |
| Customer Instructions | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |

| Field | Description | Sample Values |
|----------------------|---|---------------|
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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 |
|-----------------------|---|---------------|
| Refer | User must select a Refer Reason from the values displayed by the system. Refer Codes: R1- Documents missing R2- Signature Missing R3- Input Error R4- Insufficient Balance/Limits | |
| | • R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |
| 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. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.4.9 <u>Settlement Details</u>

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



| Field | Description | Sample Values |
|----------------|---|---------------|
| Currency Event | The user can select the check box to populate the settlement details of the current event associated with the task. On De-selecting the check box, the system list all the accounts under the settlement details irrespective of the current event. | |

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

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

3.4.9.1 Party Details

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

| Field | Description | Sample Values |
|----------------|--|---------------|
| Transfer Type | Select the transfer type from the drop list: Customer Transfer Bank Transfer for own account Direct Debit Advice Managers Check Customer Transfer with Cover Bank Transfer | |
| Charge Details | Select the charge details for the transactions: Beneficiary All Charges Remitter Our Charges Remitter All Charges | |

| Field | Description | Sample Values |
|---|---|---------------|
| Netting Indicator | Select the netting indicator for the component: | |
| | • Yes | |
| | • No | |
| Ordering Customer | Select the ordering customer from the LOV. | |
| Ordering Institution | Select the ordering institution from the LOV. | |
| Senders Correspondent | Select the senders correspondent from the LOV. | |
| Receivers Correspondent | Select the receivers correspondent from the LOV. | |
| Intermediary Institution | Select the intermediary institution from the LOV. | |
| Account with Institution | Select the account with institution from the LOV. | |
| Beneficiary Institution | Select the beneficiary institution from the LOV. | |
| Ultimate Beneficiary | Select the ultimate beneficiary from the LOV. | |
| Intermediary Reimburse- ment Institution | Select the intermediary reimbursement institution from the LOV. | |

3.4.9.2 Payment Details

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

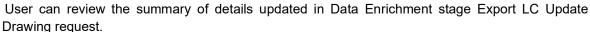
| Field | Description | Sample Values |
|----------------------|---|---------------|
| Sender to Receiver 1 | Provide the sender to receiver message. | |
| Sender to Receiver 2 | Provide the sender to receiver message. | |
| Sender to Receiver 3 | Provide the sender to receiver message. | |
| Sender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

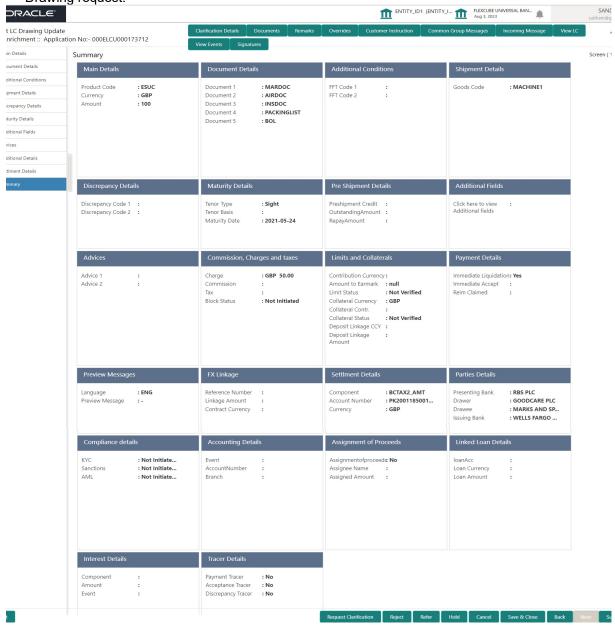
3.4.9.3 Remittance Information

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

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

3.4.10 Summary





Tiles Displayed in Summary

- Main Details User can view details about application details and LC details.
- Document Details User can view the details of the document.
- Additional Conditions User can view the details of additional conditions.
- Shipment Details User can view the shipment details.
- Discrepancy Details User can view the discrepancy details of the drawing.
- Maturity Details User can view the maturity details.
- Pre Shipment Details User can view the pre shipment details.
- Additional Fields User can view the details of additional fields.
- Advices User can view the details of the advices.
- Limits and Collaterals User can view limits and collateral details.

- Commission, Charges and taxes User can view charge details.
- Payment Details User can view the payment details.
- Preview Messages User can view the preview of the message.
- Settlement Details User can view the settlement details.
- FX Linkage User can view the details of FX Linkage.
- Compliance Details User can view the compliance details.
- Parties Details User can view party details like applicant, advising bank etc.
- Accounting Details User can view the accounting entries generated in back office.

Note

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

- Assignment of Proceeds User can view the assignment of proceeds details.
- Linked Loan Details User can view the linked loan details
- Interest Details User can view the interest details.
- Tracers Details User can view the tracers details.

3.4.10.1 Action Buttons

| 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 | 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 | Click to view/ input the following | |
| | Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this. | |
| | Transaction Level Instructions – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions. | |
| Common Group Message | Click Common Group Message button, to send MT759,790,91,92,95,96,98,799,999 messages from within the task. | |
| Incoming Message | Displays the incoming message, if any. | |
| | In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this place-holder in Header of the task. | |
| | In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task. | |
| View LC | Enables the user to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields. | |
| Signatures | 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 Scrutiny 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. | |

| 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. | |
| Refer | User must select a Refer Reason from the values displayed by the system. | |
| | Refer Codes: | |
| | R1- Documents missing | |
| | R2- Signature Missing | |
| | R3- Input Error | |
| | R4- Insufficient Balance/Limits | |
| | R5 - Others. | |
| Back | Clicking on Back button, takes the user to the previous screen. | |
| Submit | Task will get moved to next logical stage of Export LC Update Drawing. | |
| | If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. | |
| Request Clarification | User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline. | |

3.5 **Exceptions**

As per regulatory requirement, all tasks are scrutinized for KYC, Compliance and Sanctions. Task. The checks to external system/internal system is initiated after the DE Stage.

The amount Block earmark and Limit Earmarks if applicable are also initiated after the DE stage.

If a negative response is received for any of the calls, the task lands in respective exceptional queue which require further manual handling/approval.



3.5.1 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

3.5.1.1 Amount Bock Exception

This section will display the amount block exception details.

3.5.1.2 Summary

Tiles Displayed in Summary:

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



3.5.1.3 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 Export LC Update Drawing 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. | |

3.5.2 Exception - Know Your Customer (KYC)

As part of KYC validation, application will check if necessary KYC documents are available and valid for the customer. 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.

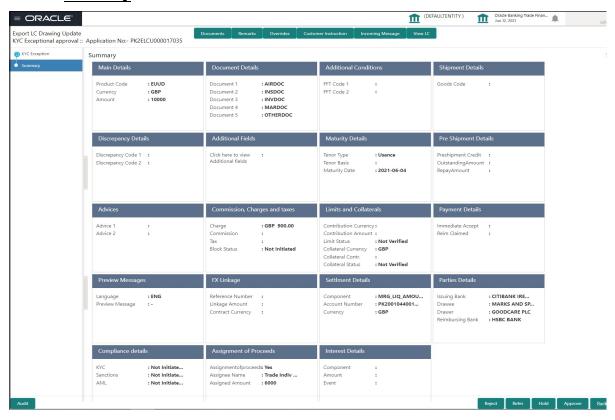


User can select a transaction and do the following actions:

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).

3.5.2.1 **Summary**



Tiles Displayed in Summary:

- Main Details User can view details about application details and LC details.
- Document Details User can view the details of the document.
- Additional Conditions User can view the details of additional conditions.
- Shipment Details User can view the shipment details.
- Discrepancy Details User can view the discrepancy details of the drawing.
- Maturity Details User can view the maturity details.
- Additional Fields User can view the details of additional fields.
- Advices User can view the details of the advices.
- Limits and Collaterals User can view limits and collateral details.
- Charges User can view charge details.
- Payment Details User can view the payment details.
- Preview User can view the preview of the message.
- Settlement Details User can view the settlement details.
- FX Linkage User can view the details of FX Linkage.
- Compliance User can view the compliance details.

Party Details - User can view party details like applicant, advising bank etc.

3.5.2.2 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 Export LC Update Drawing 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. | |

3.6 Multi Level Approval

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.

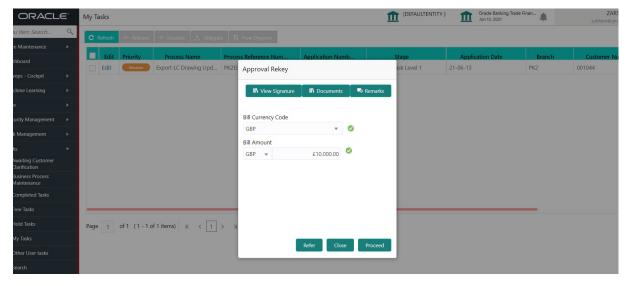
3.6.1 Authorization Re-Key (Non-Online Channel)

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

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

- Bill Currency Code
- Bill Amount

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

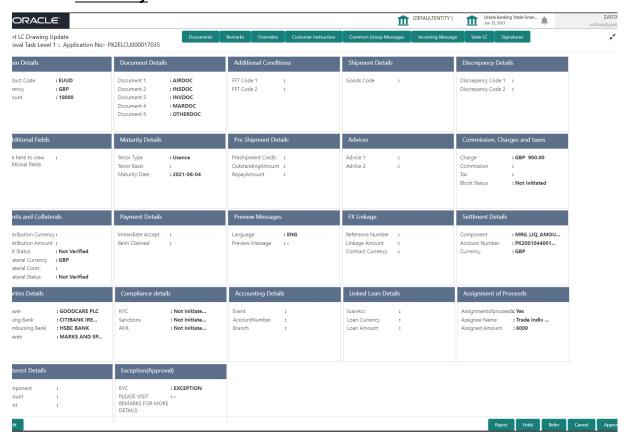


3.6.1.1 Action Buttons

| Field | Description | Sample Values |
|----------------|---|---------------|
| Documents | Upload the required documents. | |
| Remarks | Provide any additional information regarding the LC. This information can be viewed by other users processing the request. | |
| View Signature | Displays the signature of the customer/ bank. 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. | |

| Field | Description | Sample Values |
|----------------|--|---------------|
| Action Buttons | | |
| Proceed | On proceed, the screen navigates to approval summary screen. | |
| 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 R5 - Others | |
| Close | Close the Export LC Drawing Update Approval Rekey. | |

3.6.2 Summary



Tiles Displayed in Summary:

- Main Details User can view details about application details and LC details.
- Documents Details User can view the documents details.
- Shipment Details User can view the shipment details.
- Discrepancy Details User can view the discrepancy details of the drawing.
- Maturity Details User can view the maturity details.



- Advices User can view the advices details.
- Party Details User can view party details like applicant, advising bank etc.
- Limits and Collaterals User can view limits and collateral details.
- Commission, Charges and Taxes User can view charge details.
- Acceptance/Payment Details User can view payment details.
- Settlement Details User can view settlement details.
- FX Linkage User can view the FX linkage details.
- Preview Message User can view the preview message.
- Compliance User can view compliance validation response. The status must be verified for KYC and to be initiated for AML and Sanction Checks.

3.6.2.1 Action Buttons

| 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 approval. | |

| Field | Description | Sample Values |
|---------|--|---------------|
| 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. | |

3.7 Reject Approval

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

Log in into OBTFPM application to view the reject approval tasks for Export LC Update Drawing in queue. On opening the task, you will see summary tiles. The tiles will display a list of important fields with values.

The tile containing the screen from where the reject was triggered will be highlighted in red.

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

3.7.1 Summary

The data captured during handling of the transaction until the stage when reject is given will be available in the summary tile. Other fields will be blank when verified from summary tile.

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

- Main Details User can view details about application details and LC details.
- Drawing Details User can view the drawing details.
- Documents Under LC User can view the documents received under the LC for this drawing, if required.
- Shipment User can view shipment details.
- Discrepancy Details User can view the discrepancy details of the drawing.
- Maturity Details User can view the maturity details.
- Limits and Collaterals User can view limits and collateral details.
- Charges User can view charge details.
- Compliance User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Payment Details User can view the payment details.
- Settlement Details User can view the settlement details.
- Preferences User can view set loan preferences.
- FX Linkage User can view the details of FX Linkage.



3.7.2 **Action Buttons**

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

Index

| A |
|--|
| Additional Details |
| Action Buttons47 Charge Details34, |
| Limits & Collateral31, |
| Preview51 |
| Authorization Re-key Action Buttons61 |
| В |
| Benefits4 |
| D |
| Data Enrichment37 |
| Additional Conditions39 |
| Additional Details41 |
| Advices40 Discrepancy Details40 |
| Document Details39 |
| Main Details39 |
| Maturity Details40 Shipment Details40 |
| E |
| Exceptions56 |
| Exception - Amount Block56 |
| Exception - Know Your Customer (KYC)58 |
| Export LC Update Drawing5 |
| Data Enrichment |
| Exceptions56 Multi Level Approval60 |
| Registration5 |
| Scrutiny12 |
| K |
| Key Features4 |
| М |
| Main Details |
| Action Buttons |
| Multi Level Approval |
| Authorization Re-Key61 |
| 0 |
| 0 |

| Registration | |
|---------------------|----|
| Application Details | |
| Drawing Details | |
| Miscellaneous | 11 |
| Reject Approval | 64 |
| Action Buttons | 64 |
| Application Details | 64 |
| Summary | |
| S | |
| | |
| Scrutiny | 12 |
| Main Details | 14 |
| Shipment Details | |
| Shipment Details | |
| Action Buttons | 25 |
| Goods Details | |
| Shipment Details | |
| | |

R

