

Guarantee SBLC Issuance Claim Update User Guide  
**Oracle Banking Trade Finance Process  
Management**

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Oracle Banking Trade Finance Process Management - Guarantee SBLC Issuance Claim Update User Guide  
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# 1. Preface

## 1.1 Introduction

This user manual is designed to help you quickly get acquainted with Claim Update under Guarantee/SBLC Issued 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

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

Access to Oracle Support

Oracle customers that have purchased support have access to electronic support through My Oracle Support. For information, visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

## 1.4 Organization

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
<b>boldface</b>	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text.
<i>italic</i>	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 Screenshot Disclaimer

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
	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. Claim Update Under Guarantee Issued

As part of update a claim lodged under a Guarantee/SBLC Issued process, the applicant can register an update to a claim against the Guarantee/SBLC issued.

The various scenarios to Update a claim lodged under a Guarantee/SBLC issued are:

- Capturing response from the Applicant/ Instructing party for Extend or Settle request

(As per Article 23 or URDG - Extend or Pay, the guarantor may suspend payment for a period not exceeding 30 calendar days following its receipt of the demand and in case of counter-guarantees, the counter-guarantor may suspend payment for a period not exceeding four calendar days less than the period during which payment of the demand under the guarantee was suspended)

- Capturing details of further Presentation details/ Documents received from Beneficiary or claiming party
- Capturing details of any legal injunctions received from the Applicant/ Instructing Party
- Update of Settlement account or any other information in the underlying claim

In the subsequent sections, let's look at the details for update a claim lodged under a Guarantee/SBLC Issued process:

This section contains the following topics:

[3.1 Common Initiation Stage](#)

[3.2 Registration](#)

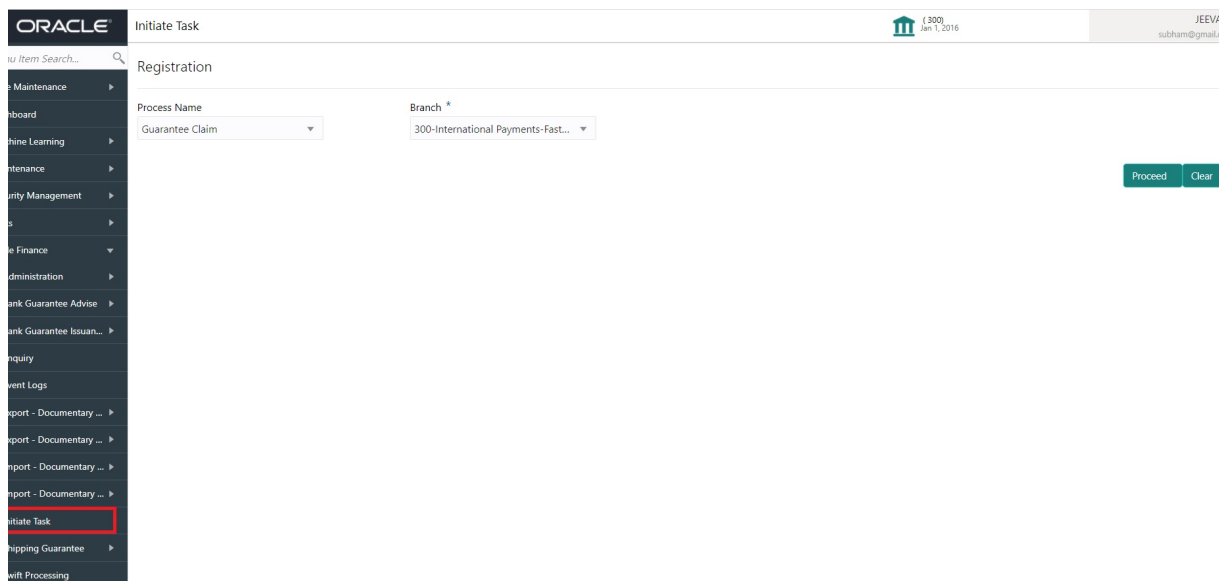
[3.3 Data Enrichment](#)

[3.4 Multi Level Approval](#)

## 3.1 Common Initiation Stage

The user can initiate the new update a claim lodged under a Guarantee/SBLC Issued request from the common Initiate Task screen.

1. Using the entitled login credentials, login to the OBTFPM application.
2. Click **Trade Finance > Initiate Task**.



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

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

### 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 the Registration stage, the user can register an update to the claim lodged under a Guarantee/SBLC Issued.

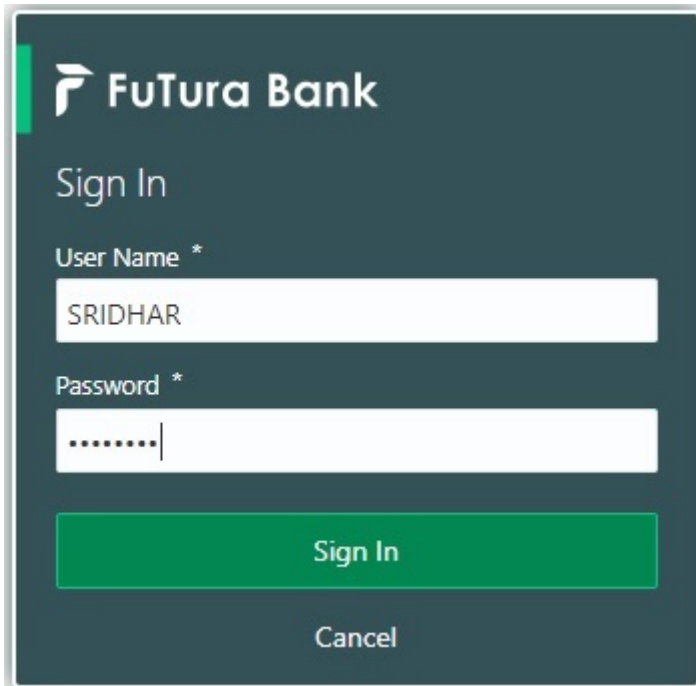
In this stage the user can initiate an update to the Guarantee/ SBLC Claim Lodged. The user can capture the basic details of the application, check the signature of the applicant and upload the related documents of the applicant.

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.

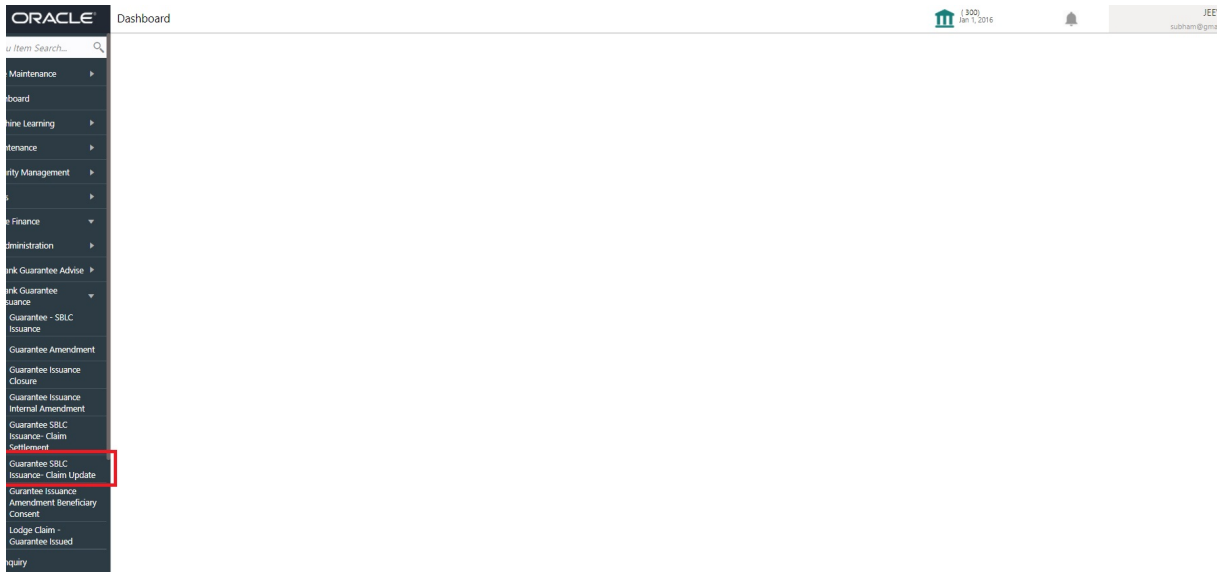
1. Using the entitled login credentials for registration stage, login to the OBTFPM application.





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

3. Click **Trade Finance > Bank Guarantee Issuance > Guarantee SBLC Issuance - Claim Update.**



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

### 3.2.1 Application Details

The screenshot displays the Oracle registration interface for 'Guarantee SBL Issuance - Claim Update'. It is divided into two main sections: 'Application Details - Main' and 'Guarantee Details'.

**Application Details - Main:**

- Guarantee/SBL Number: GUIR232140505
- Claim Serial Number: 2
- Received From Customer ID/Name: 032205 Aldar Properties
- Branch: 032-032-Oracle Banking Trade F...
- Priority: Medium
- Submission Mode: Desk
- Claim Update Date: Aug 3, 2023
- Issuing Bank Reference Number: [Empty]
- Version: 1

**Guarantee Details:**

- Guarantee Type: [Empty]
- 30 Date of Issue: Aug 2, 2023
- Purpose of Message: ISSU
- 23B Expiry Type: FIXD
- Date of Expiry: Aug 31, 2023
- Claim Date: Aug 3, 2023
- Claim Expiry Date: Oct 31, 2023
- Outstanding Currency/ Amount: AED 1,000.00
- Applicable Rules: IG - Uniform rules for dema...
- Applicant Bank: [Empty]
- 50 Applicant: 032204 Air Arabia
- 59A Beneficiary: 032205 Aldar Properties
- Issuing Bank: 310 Union National
- Advise Through Bank: [Empty]
- Counter Guarantee Issuing Bank: [Empty]
- Local Guarantee Issuing Bank: [Empty]

Buttons at the bottom include: View Guarantee/SBL, Guarantee/SBL Even, Hold, Cancel, Save & Close, and Sub.

The request is received at the Branch/ Front office or Processing center. The user should be able to input the following details.

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

Field	Description	Sample Values
Guarantee/SBLC Number	User can enter the undertaking number. The user can also search the undertaking number through LOV search.  System displays all the claims lodged under the Guarantee/ SBLC and user can select the claim for which update is required.	
Claim Serial Number	Read only field.  System defaults the claim serial number from Guarantee/ SBLC Issuance to which update has to be done.	
Received From Customer ID/Name	Read only field.  System defaults the Customer ID/ Name from Guarantee/ SBLC claim.	001345
Branch	Customer's home branch will be displayed.  Read only field.  System defaults the branch name from Guarantee/ SBLC Issuance.	203-Bank Futura -Branch FZ1
Process Reference Number	Read only field.  Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	203GTEISS000 001134
Priority	Priority maintained will be populated as either 'Low or Medium or High'. If priority is not maintained for a customer, 'Medium' priority will be defaulted.  The user can change the priority.	High
Submission Mode	Select the submission mode of Guarantee Issuance request. By default the submission mode will have the value as 'Desk'.  <b>Desk</b> - Request received through Desk <b>Fax</b> - Request received through Fax <b>Email</b> - Request received through Email	Desk
Claim Update Date	By default, the application will display branch's current date. Read only field.  <hr/> <b>Note</b>  Future date and back date selection is not allowed.	04/13/2018
Beneficiary Reference Number	Specify the Beneficiary Reference Number for Guarantee/ SBLC issuance claim update.	

Field	Description	Sample Values
Issuing Bank	Read only field. System defaults the Issuing Bank from Guarantee/ SBLC claim.	
Issuing Bank Reference Number	Read only field. System defaults the Issuing Ban reference number from Guarantee/ SBLC claim.	203GTEISS000 001134
Version	Read only field. System defaults the version number.	
User Reference Number	Read only field. System defaults the user reference number from Guarantee/ SBLC claim.	

### 3.2.2 Guarantee Details

Registration user can provide Guarantee details in this section. Alternately, guarantee details can be provided by Data Enrichment user.

[View Guarantee/SBLC](#) [Guarantee/SBLC Event](#)

Guarantee Details

Guarantee Type <input type="text"/>	30 Date of Issue <input type="text" value="Aug 2, 2023"/>	Purpose of Message <input type="text" value="ISSU"/>	23B Expiry Type <input type="text" value="FIXD"/>
Date of Expiry <input type="text" value="31, 2023"/>	Claim Date <input type="text" value="Aug 3, 2023"/>	Claim Expiry Date <input type="text" value="Oct 31, 2023"/>	Outstanding Currency/ Amount * <input type="text" value="AED"/> <input type="text" value="AED 1,000.00"/>
Applicable Rules <input type="text" value="IG - Uniform rules for dema..."/>	Applicant Bank <input type="text"/>	50 Applicant <input type="text" value="032204"/> <input type="text" value="Air Arabia"/>	59A Beneficiary <input type="text" value="032205"/> <input type="text" value="Aldar Properties"/>
Issuing Bank <input type="text" value="310"/> <input type="text" value="Union National"/>	Advise Through Bank <input type="text"/>	Counter Guarantee Issuing Bank <input type="text"/>	Local Guarantee Issuing Bank <input type="text"/>

[Hold](#) [Cancel](#) [Save & Close](#) [Submit](#)

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

Field	Description	Sample Values
Guarantee Type	Read only field. System defaults the value from Guarantee/ SBLC Issuance.	ADVP
Date of Issue	Read only field. System defaults the value from Guarantee/ SBLC Issuance.	04/13/18
Purpose of message	Read only field. System defaults the purpose of message from Guarantee/ SBLC Issuance.	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
Expiry Type	Read only field. This field indicates whether undertaking has specified expiry date or is open-ended. System defaults the expiry type from Guarantee/ SBLC Issuance.	
Date Of Expiry	Read only field. Expiry date of the Guarantee Issuance. System defaults the expiry date from Guarantee/ SBLC Issuance.	09/30/18
Claim Date	Read only field. System defaults the claim date from Guarantee/ SBLC Issuance.	04/13/2018
Claim Expiry Date	Read only field. System defaults the claim expiry date from Guarantee/ SBLC Issuance.	04/13/2018
Outstanding Currency/ Amount	Read only field. System defaults the outstanding currency and amount from Guarantee/ SBLC Issuance.	
Applicable Rules	Rules for Guarantee. Read only field. System defaults the value from Guarantee/ SBLC Issuance.	URDG - Uniform rules for demand guarantees
Applicant Bank	Read only field. System defaults the applicant bank details from Guarantee/ SBLC Issuance.	001345 Nestle
Applicant	Read only field. System defaults the applicant from Guarantee/ SBLC Issuance.	001345 Nestle
Beneficiary	Read only field. System defaults the beneficiary from Guarantee/ SBLC Issuance. User can modify the beneficiary if required.	001345 Nestle
Advising Bank	Read only field. System defaults the advising bank if available.	001343 - Bank Of America
Advising Through Bank	Read only field. System defaults the advising through bank if available.	Advising Bank Reference
Counter Guarantee Issuing Bank	Read only field. System defaults the counter guarantee issuing through bank if available.	

Field	Description	Sample Values
Local Guarantee Issuing Bank	Read only field. System defaults the local guarantee issuing bank if available.	
Accountee	Read only field. System defaults the value from Guarantee/ SBLC Claim	

### 3.2.3 Miscellaneous

The screenshot displays the Oracle application interface for 'Guarantee Details - Main'. The interface is divided into several sections:

- Application Details - Main:** Includes fields for Guarantee/SBLC Number (GUIR232144001), Claim Serial Number (4), Received From Customer ID/Name (032207 Emaar Propertie), Branch (032-032-Oracle Banking Trade F...), Priority (Medium), Submission Mode (Desk), Claim Update Date (Aug 3, 2023), Issuing Bank, Issuing Bank Reference Number, and Version (1).
- Guarantee Details:** Includes fields for Guarantee Type (IT), 30 Date of Issue (Aug 2, 2023), Purpose of Message (ISSU), 23B Expiry Type (FIXD), Date of Expiry (11, 2024), Claim Date (Aug 2, 2023), Claim Expiry Date (May 1, 2024), Outstanding Currency/ Amount (AED 75,000.00), Applicable Rules (IG - Uniform rules for dema...), Applicant Bank, 50 Applicant (032204 Air Arabia), 59A Beneficiary (032207 Emaar Propertie), Issuing Bank (312 MASHREQ BANK), Advise Through Bank, Counter Guarantee Issuing Bank, and Local Guarantee Issuing Bank.

Buttons for 'View Guarantee/SBLC', 'Guarantee/SBLC Event', 'Hold', 'Cancel', 'Save & Close', and 'Sub' are visible at the bottom of the interface.

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

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 available, system should display all the signatures	
Documents	User can upload the claim documents.  Application will display the mandatory and optional documents.	

Field	Description	Sample Values
Remarks	<p>User can enter the additional information regarding the Claim Update Guarantee Issuance. This information can be viewed by other users in other stages of the process.</p> <p>Content from Remarks Field should be handed off to Remarks field in Backend application.</p>	
Customer Instruction	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
View Guarantee/SBLC	User can view all the latest Guarantee/Standby LC details.	
Guarantee/SBLC Events	User can view all the previous events under the Guarantee/Standby LC.	
Hold	<p>The details provided will be registered and status will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	Cancels the Guarantee Issuance Claim Update Registration stage input.	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request.</p>	
Submit	<p>On Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. Task will get moved to next logical stage of Guarantee/ SBLC Issuance Claim Update.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>	
Checklist	<p>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.</p> <ol style="list-style-type: none"> <li>1. Signatures on Claim verified</li> <li>2. Mandatory claim Documents received</li> </ol>	

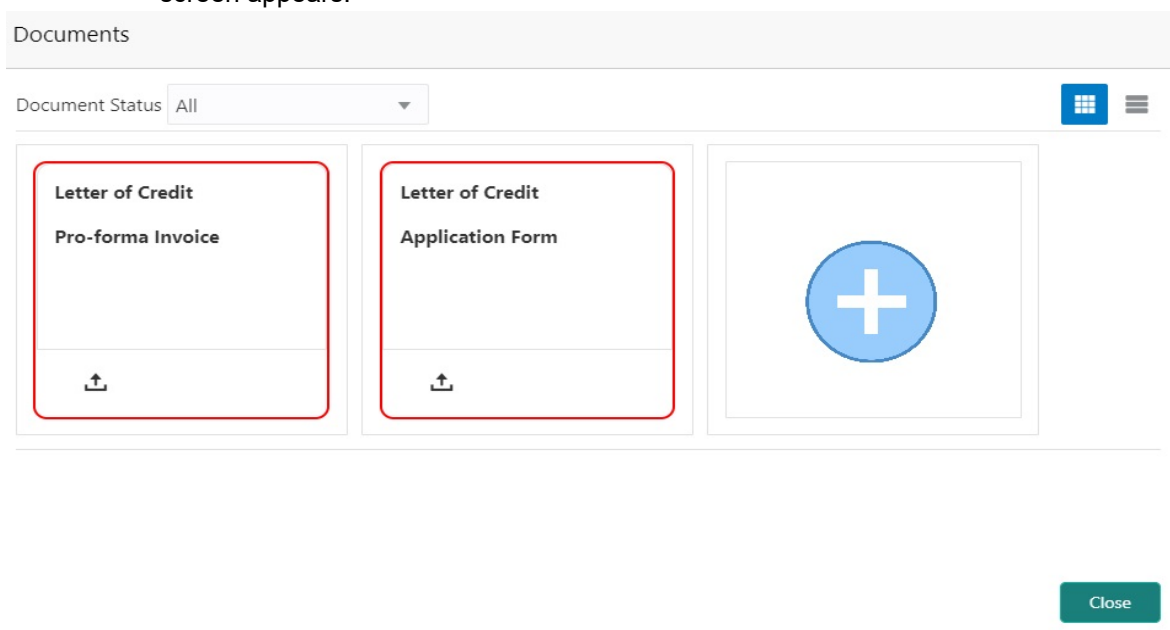
### 3.2.4 Document Linkage

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.

Document

<p>Document Type *  <input type="text" value="Letter of Credit"/></p> <p>Document Title *  <input type="text"/></p> <p>Remarks  <input type="text"/></p> <div style="border: 1px dashed #ccc; padding: 5px; margin: 10px 0;">             Drop files here or click to select         </div> <p>Selected files: []</p>	<p>Document Code *  <input type="text" value="Insurance Policy"/></p> <p>Document Description  <input type="text"/></p> <p>Document Expiry Date  <input type="text" value=""/></p>
---	--

[Link Document](#)

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.

Link Document

Customer Id *	Document Id
032204	
Document Type *	Document Code *
▼	▼

Fetch

Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date	Reference Number
No data to display.						
Page 1 (0 of 0 items) < > 1 < >						

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		
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.	
Document ID	This field displays the document Code from meta data.	
Customer ID	This field displays the transaction Customer ID.	
Document Type	This field displays the document type from meta data.	
Document Code	This field displays the document code from meta data.	
Upload Date	The field displays the upload date of the document.	
Reference Number	The field displays the reference number of the document.	

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

Link Document

Customer Id \*  
032204

Document Type \*  
Documentary Collection

Document Id  
[ ]

Document Code \*  
Insurance Policy

**Fetch**

Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date	Reference Number
Link	1559	032204	HGJH	INSURANCE	Mar 9, 2023	032IDCB000017631
Link	2649	032204	testing	INSURANCE	Mar 29, 2023	032ILCC000021179
Link	4143	032204		INSURANCE	May 8, 2023	032ILCU000032029
Link	4145	032204		INSURANCE	May 8, 2023	032ILCU000032042
Link	4305	032204		INSURANCE	May 10, 2023	032IDCB000033105

Page 1 of 2 (1-5 of 7 items) < 1 2 >

**Close**

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

7. Click Edit icon to edit the documents. The Edit Document screen appears.

Edit Document

Document Id  
2400

Application Reference Number  
PK2ILCI000019041

Document Type Id  
TFPM\_DOCTYPE001

Remarks  
[ ]

Document Title  
wqwq

Entity Reference Number  
PK2ILCI000019041

Document Description  
[ ]

Document Expiry Date  
Jun 29, 2022

Drop files here or click to select

Current selected files: []

**Update** **Cancel**

### 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 validate if the counterparty is a OBDX customer by checking the flag “Trade Finance Portal” in the Customer Maintenance table replicated from OBTF. In this case, the user can submit clarification.
  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 Data Enrichment**

On successful completion of Registration of a Guarantee SBLC Claim update request, the request moves to Data Enrichment stage. At this stage the bank user can update the various claim fields. The user can input the transaction details.

At this stage the gathered information during Registration stage and claim update request are scrutinized and enter the data as required.

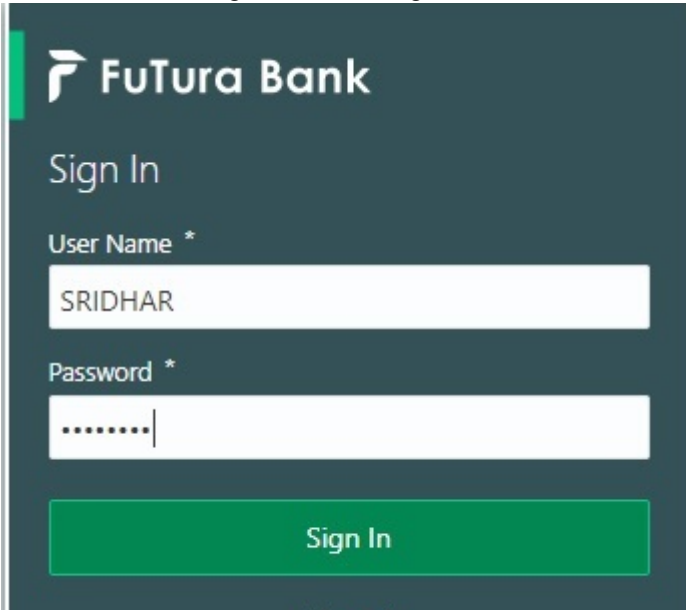
---

**Note**

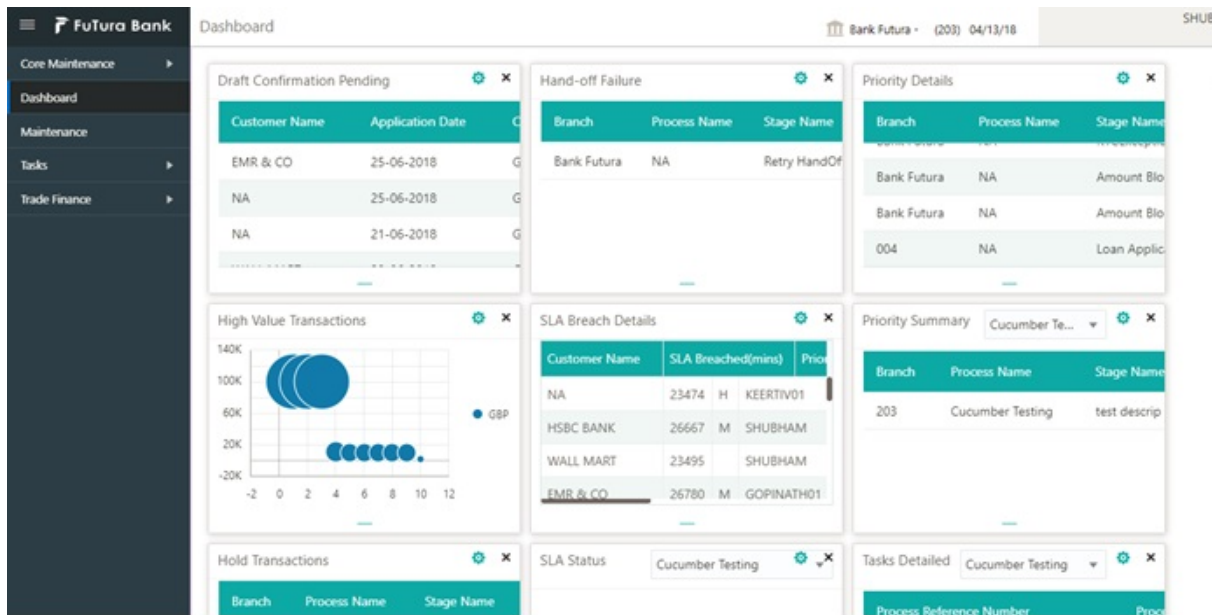
For expired line of limits, the task moves to “Limit Exception” stage under Free Tasks, on ‘Submit’ of DE Stage with the reason for exception as “Limit Expired”.

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

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



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



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

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
Acquire & Edit	M	Guarantee Claim Lodging	PK2GTCC000039486	PK2GTCC000039486	Scrutiny	20-11-11	PK2	001044	£2,000.00
Acquire & Edit	M	Import LC Issuance	PK2ILCI000039466	PK2ILCI000039466	DataEnrichment	20-11-11	PK2	001044	£4,425.00
Acquire & Edit	M	Import LC Issuance	PK2ILCI000039473	PK2ILCI000039473	Registration	20-11-11	PK2	001044	£5,500.00
Acquire & Edit		Guarantee Advise Amen...	PK2GTA000039471	PK2GTA000039471	Registration	20-11-11	PK2	001044	£27,000.00
Acquire & Edit	M	Export LC Amendment B...	PK2ELCA000039469	PK2ELCA000039469	DataEnrichment	20-11-11	PK2	001044	£82,300.00
Acquire & Edit	M	Export LC Amendment B...	PK2ELCA000039467	PK2ELCA000039467	DataEnrichment	20-11-11	PK2	001044	£82,300.00
Acquire & Edit	M	Guarantee Claim Lodging	PK2GTCC000039459	PK2GTCC000039459	DataEnrichment	20-11-11	PK2	001044	£2,000.00
Acquire & Edit		Guarantee Claim Lodging	PK2GTCC000039464	PK2GTCC000039464	Approval Task Level 1	20-11-11	PK2		
Acquire & Edit		Import LC Issuance	PK2ILCI000039462	PK2ILCI000039462	Scrutiny	20-11-11	PK2	001044	£343,434.00
Acquire & Edit	M	Shipping Guarantee Iss...	PK2SGTI000039036	PK2SGTI000039036	Approval Task Level 1	20-11-05	PK2		£10.00
Acquire & Edit	M	Guarantee Issuance Ame...	PK2GTEI000039457	PK2GTEI000039457	DataEnrichment	20-11-11	PK2	000153	£14,000.00
Acquire & Edit	M	Import LC Issuance	PK2ILCI000039430	PK2ILCI000039430	Handoff RetryTask	20-11-11	PK2	001044	£4,435.00
Acquire & Edit	M	Guarantee Cancellation	PK2GTCC000039450	PK2GTCC000039450	DataEnrichment	20-11-11	PK2	001044	£10,000.00
Acquire & Edit	M	Guarantee Cancellation	PK2GTCC000039449	PK2GTCC000039449	DataEnrichment	20-11-11	PK2	001044	£76,355.00

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

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & E...	M	Guarantee SBLC Issuance-Claim ...	PK2GISCO00054432	PK2GISCO00054432	DataEnrichment	21-04-27	PK2	001204
Acquire & E...	M	Shipping Guarantee Issuance	PK2SGTI000054429	PK2SGTI000054429	Approval Task Level 1	21-04-27	PK2	001044
Acquire & E...		Export LC Transfer Amendment	PK2ELCT000054431	PK2ELCT000054431	Scrutiny	21-04-27	PK2	000264
Acquire & E...		Export LC Transfer	PK2ELCT000054428	PK2ELCT000054428	Scrutiny	21-04-27	PK2	001044
Acquire & E...		Export LC Transfer	PK2ELCT000054427	PK2ELCT000054427	Scrutiny	21-04-27	PK2	001044
Acquire & E...	H	Import LC Issuance	PK2ILCI000054390	PK2ILCI000054390	Scrutiny	21-04-26	PK2	001043
Acquire & E...	H	Import LC Issuance	PK2ILCI000054389	PK2ILCI000054389	Scrutiny	21-04-26	PK2	001043
Acquire & E...	M	Import LC Issuance	PK2ILCI000054385	PK2ILCI000054385	Scrutiny	21-04-26	PK2	006214
Acquire & E...	M	Import LC Closure	PK2ILCC000054382	PK2ILCC000054382	DataEnrichment	21-04-26	PK2	001044
Acquire & E...	H	Import LC Issuance	PK2ILCI000054380	PK2ILCI000054380	Scrutiny	21-04-26	PK2	001043
Acquire & E...		Import LC Issuance	PK2ILCI000054373	PK2ILCI000054373	Scrutiny	21-04-26	PK2	001044
Acquire & E...		Import LC Issuance	PK2ILCI000054367	PK2ILCI000054367	Scrutiny	21-04-26	PK2	001044
Acquire & E...		Import LC Issuance	PK2ILCI000054364	PK2ILCI000054364	Scrutiny	21-04-26	PK2	001044

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

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
Edit	M	Guarantee SBLC Issuanc...	PK2GISCO00054432	PK2GISCO00054432	DataEnrichment	21-04-27	PK2	001204	
Edit		Import LC Drawing Upd...	PK2ILCU000051310	PK2ILCU000051310	Registration	21-04-12	PK2	001044	
Edit		Import LC Drawing	PK2ILCD000051283	PK2ILCD000051283	Registration	21-04-12	PK2	001044	
Edit	M	Guarantee Advise	000GTEA000049000	000GTEA000049000	Scrutiny	21-03-12	PK2		
Edit		Guarantee Issuance Ame...	PK2GTEI000048867	PK2GTEI000048867	Registration	21-03-10	PK2	000153	
Edit		Import Documentary C...	PK2IDCU000048836	PK2IDCU000048836	Registration	21-03-10	PK2	000149	
Edit		Export Documentary Co...	PK2EDCU000048753	PK2EDCU000048753	Registration	21-03-09	PK2	001044	
Edit		Export Documentary Co...	PK2EDCU000048716	PK2EDCU000048716	Registration	21-03-08	PK2	001044	
Edit	M	Guarantee Advise	PK2GTEA000048052	PK2GTEA000048052	DataEnrichment	21-02-26	PK2		
Edit	M	Guarantee Issuance	PK2GTEI000048045	PK2GTEI000048045	DataEnrichment	21-02-26	PK2	001044	
Edit	M	Guarantee Issuance	PK2GTEI000048020	PK2GTEI000048020	DataEnrichment	21-02-26	PK2	001044	
Edit	M	Guarantee Advise	PK2GTEA000048041	PK2GTEA000048041	DataEnrichment	21-02-26	PK2		
Edit	M	Import LC Drawing Upd...	PK2ILCU000046500	PK2ILCU000046500	Scrutiny	21-02-13	PK2	001044	

The Data Enrichment stage has sections as follows:

- Main Details

- Claim Details
- Document Details
- Additional Fields
- Advices
- Additional Details
- Settlement Details
- Summary

Let's look at the details for Data Enrichment stage. User can enter/update the following fields as part of Guarantee/SBLC claim update - Data Enrichment Stage. Some of the fields that are already having value from registration/ online channels may not be editable.

In case of requests received through SWIFT MT799, the task will be created in DE stage directly and the fields will be populated based on the incoming request.

### 3.3.1 Main Details

Main details section has three sub section as follows:

- Application Details
- Guarantee 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](#) in the Registration stage for more information of the fields.

The screenshot displays the Oracle application interface for a Guarantee/SBLC Issuance-Claim Update. The top header shows the Oracle logo, user information (ENTITY\_ID1, ENTITY\_J...), and system information (FLEXCUBE UNIVERSAL BAN... Aug 3, 2023). The navigation menu on the left includes Main, Claim Details, Document Details, Advices, Additional Details, Settlement Details, and Summary. The main content area is divided into two sections: Application Details and Guarantee Details. The Application Details section includes fields for Guarantee/SBLC Number, Process Reference Number, Beneficiary Reference Number, User Reference Number, Claim Serial Number, Priority, Issuing Bank, Received From Customer ID/Name, Submission Mode, Issuing Bank Reference Number, Branch, Claim Update Date, and Version. The Guarantee Details section includes fields for Guarantee Type, 31E Date of Expiry, 40C Applicable Rules, Advising Bank, Accountee, 30 Date of Issue, Claim Date, Applicant Bank, Advise Through Bank, Purpose of Message, Claim Expiry Date, 50 Applicant, Counter Guarantee Issuing Bank, 23B Expiry Type, Outstanding Currency/ Amount, and 59A Beneficiary. The interface also features a bottom navigation bar with buttons for Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, Back, and New.

#### 3.3.1.2 Guarantee Details

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

### 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.	
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li><b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li><b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	



Field	Description	Sample Values
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	

Field	Description	Sample Values
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Guarantee/ SBLC Claim update DE stage inputs.</p>	
Save & Close	<p>Save the information provided and holds the task in you queue for working later.</p> <p>This option will not submit the request</p>	
Next	<p>On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.</p>	

### 3.3.2 Claim Details

As part of DE, the bank user can update the various claim fields. The user can also be able to input the transaction details.

The user can scrutinize the claim update request and input data as required.

In case of requests received through SWIFT MT799, the task will be created in DE stage directly and the fields will be populated based on the incoming request.

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

Field	Description	Sample Values
Claiming Bank	Read only field. The Claiming Party from whom the claim under the Bank Guarantee issued is received while lodging the Guarantee Claim.	
Claiming Bank Reference	Read only field. This field displays the claiming bank reference number.	
Date of Demand	Read Only field. System defaults value from Guarantee /SBLC claim.	
Demand Indicator	Read Only field. System defaults value from Guarantee /SBLC claim.	
Demand Type	Read Only field. System defaults value from Guarantee /SBLC claim.	
Claim Currency/ Amount	Read Only field. System defaults currency for claim and the claim amount from Guarantee /SBLC claim.	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
New Expiry Date	<p>Read Only field.</p> <p>System defaults value from Guarantee /SBLC claim.</p> <p>If the applicant has accepted the extension in expiry date, then the new expiry date should be updated in the Guarantee Amend module in OBTF. Any additional commission for the extension to be calculated from the Amendment module.</p>	
New Expiry Date-Local Undertaking	<p>Read Only field.</p> <p>System defaults the new expiry date-local undertaking from Guarantee /SBLC claim.</p>	
Demand Statement	Specify or click Search icon to search and select the narrative text that constitutes the demand.	
Presentation Completion Details	Specify or click Search icon to search and select the presentation of completion details. This field specifies information about the presentation documentation. If the presentation is incomplete, this must specify how the presentation will be completed.	
Additional Amount Information	Specify or click Search icon to search and select the details on additional amount in this field.	
Intermediary	<p>Read Only field.</p> <p>System defaults value from Guarantee /SBLC claim.</p>	
Account with Institution	<p>Read Only field.</p> <p>System defaults value from Guarantee /SBLC claim.</p> <p>This field specifies the financial institution through which the amount claimed must pass to reach the account with institution.</p>	
File Identification	<p>Read Only field.</p> <p>System defaults value from Guarantee /SBLC claim.</p>	
Sender to Receiver Information	<p>Read Only field.</p> <p>System defaults value from Guarantee /SBLC claim.</p>	

### 3.3.2.1 Claim Update Details

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

Field	Description	Sample Values
Guarantor Response	<p>The user can select the guarantor response.</p> <p>This values are:</p> <ul style="list-style-type: none"> <li>• Legal Injunction</li> <li>• Reject Claim</li> <li>• Settle Claim</li> </ul>	
New Expiry Date	<p>Read Only field.</p> <p>System defaults the value from Guarantee /SBLC claim.</p> <p>This field appears if you select <b>Extension</b> option in <b>Guarantor Response</b> field.</p>	
Old Expiry Date	<p>Read Only field.</p> <p>System defaults the value from Guarantee /SBLC claim.</p>	
Status	<p>Read Only field.</p> <p>System with default status based on the user acceptance or rejection of the extension request.</p> <p>If the applicant has accepted the extension, the status of the claim update should be Extension – Accepted and handoff from OBTFPM should be provided to the Guarantee Amendment function id in OBTF.</p> <p>If the applicant has rejected the extension, the status of the claim update should be Extension – Rejected and handoff from OBTFPM should be provided to the Guarantee Claim Update function id in OBTF.</p> <p>If the applicant has provided the legal injunction, the status of the claim update should be Injunction and handoff from OBTFPM should be provided to the Guarantee Claim Update function id in OBTF.</p> <p>If the bank has found discrepancy in the claim, user selects Invalid Claim. The status should be Rejected and handoff from OBTFPM should be provided to the Guarantee Claim Update function id in OBTF.</p>	

Field	Description	Sample Values
Legal Injunction	User can update the claim status if there is any legal injunction in processing the claim. This option can be enabled if you select <b>Legal Injunction</b> and <b>Reject Claim</b> option in <b>Guarantor Response</b> field.	
Reason for Refusal	User can enter the reason for refusal. This field appears if you select <b>Reject Claim</b> option in <b>Guarantor Response</b> field.	
Disposal of Documents	User can enter the mode in which the documents have to be disposed in case of rejection of claim. This option is enabled if you select <b>Legal Injunction</b> and <b>Reject Claim</b> option in <b>Guarantor Response</b> field.	
Sender to Receiver Information	Specify the details of sender to receiver Information.	

### 3.3.2.2 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.	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
Incoming Message	Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767. 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 Undertaking	Clicking this button allows the user should to view the undertaking details.	

Field	Description	Sample Values
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.</p>	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>On click of Cancel the user can cancel the task window and return to the dashboard. The data input will not be saved.</p>	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in 'My Tasks' for working later. This option will not submit the request	
Back	On clicking Back, system should move the task to the previous segment.	
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.	

### 3.3.3 Document Details

In Document Details, the user can view the documents required for a claim and verify if the Claim Documents are submitted as per documents required. The user, can scrutinize the claim request and input data as required.

The user can view the documents as part of claim under Guarantee/SBLC - DE Stage.

If documents to be submitted were provided in the Guarantee Issuance they will be defaulted, else the user can capture the documents submitted under the claim in this section.

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

Field	Description	Sample Values
Code	User can enter the document code.	
Document Description	System displays the document description based on the document code selection.	



Field	Description	Sample Values
Copy	Specify the number copies of the document received. User can edit the actual copies received.	
Original	Specify the number of original claim documents received. User can edit the actual originals received.	
Document Received	System displays whether original document is received or not. The user can enable the option, if original document is received.	
Action	Click Edit icon to edit the document details. Click Delete icon to delete the document details.	

### 3.3.3.1 Additional Conditions

Field	Description	Sample Values
FFT Code	Click Search to search and select the FFT code.	
FFT Description	System displays the document name based on the document code selection	

### 3.3.3.2 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 view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	

Field	Description	Sample Values
Overrides	Click to view overrides, if any.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>On click of Cancel the user can cancel the task window and return to the dashboard. The data input will not be saved.</p>	
Save & Close	<p>Save the information provided and holds the task in 'My Tasks' for working later.</p> <p>This option will not submit the request</p>	
Back	<p>On clicking Back, system should move the task to the previous segment.</p>	
Next	<p>On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.</p>	

### 3.3.4 Advices

This section defaults the advices maintained for the product based on the advices maintained at the Product level.

Oracle Interface Screenshot: Advices Section

Header: ORACLE | ENTITY\_ID1 (ENTITY\_I... | FLEXCUBE UNIVERSAL BAN... Aug 3, 2023 | ZART/ subham@gmail

Navigation: Clarification Details | Documents | Remarks | Overrides | Customer Instruction | Incoming Message | View Undertaking | Signatures

Page Info: arantee SBLC Issuance-Claim Update | Application No:- 032GIS000167506 | Screen (4)

Advices Section:

- Advice: GUA\_CLAIM\_REJ
- Advice Name: GUA\_CLAIM\_REJ
- Advice Party: ABK
- Party Name: MASHREQ BANK...
- Suppress: NO

Bottom Toolbar: Request Clarification | Reject | Refer | Hold | Cancel | Save & Close | Back | New

The user can also suppress the Advice, if required.

Advice Details Form:

Advice Details

Suppress Advice:

Advice Name: TRADE\_ENVELOPE | Medium: MAIL | Advice Party: BEN

Party ID: 032204 | Party Name: Air Arabia

FFT Code




FFT Code	FFT Description	Action
12FREOURSE		[Edit] [Delete]


Instructions

Instruction Code	Instruction Description	Edit	Action
E202	. IN REIMBURSEMENT PLEASE TELE-REMIT THE FUNDS TO	[Edit]	[Delete]

Buttons: OK | Cancel

### 3.3.4.1

Field	Description	Sample Values
Suppress Advice	<p><b>Toggle on:</b> Switch on the toggle if advice is suppressed.</p> <p><b>Toggle off:</b> Switch off the toggle if suppress advice is not required for the amendments</p>	
Advice Name	<p>Read only field.</p> <p>Displays the advise name.</p>	
Medium	The medium of advices is defaulted from the system. User can update if required.	
Advice Party	<p>Read only field.</p> <p>Value be defaulted from Guarantee /SBLC advise.</p>	
Party ID	<p>Read only field.</p> <p>Value be defaulted from Guarantee /SBLC advise.</p>	
Party Name	<p>Read only field.</p> <p>Value be defaulted from Guarantee /SBLC advise.</p>	
Free Format Text		
	Click plus icon to add new FFT code.	
FFT Code	User can select the FFT code as a part of free text.	
FFT Description	FFT description is populated based on the FFT code selected.	
	Click edit icon to edit any existing FFT code.	
Action	<p>Click Edit icon to edit the FFT details.</p> <p>Click Delete icon to delete the FFT details.</p>	
Instruction Details		
	Click plus icon to add new instruction code.	
Instruction Code	User can select the instruction code as a part of free text.	

Field	Description	Sample Values
Instruction Description	Instruction description is populated based on the Instruction code selected.	
	Click edit icon to edit any existing Instruction code.	
Action	Click Edit icon to edit the instruction details. Click Delete icon to delete the instruction details.	

### 3.3.4.2 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 view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	

Field	Description	Sample Values
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	

Field	Description	Sample Values
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>On click of Cancel the user can cancel the task window and return to the dashboard. The data input will not be saved.</p>	
Save & Close	<p>Save the information provided and holds the task in 'My Tasks' for working later.</p> <p>This option will not submit the request</p>	
Back	<p>On clicking Back, system should move the task to the previous segment.</p>	
Next	<p>On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.</p>	

### 3.3.5 Additional Details

As a part of Additional details section, Guarantee /Standby claim may have impact on Charges.



If any of the fields in the financial section of the pop up screen is checked then the limits and collaterals screen will be enabled.

### 3.3.5.1 Limits & Collateral

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

Limit & Collateral

Limit Details

Customer ID	Linkage Type	Liability Number	Line Id/Linkage Ref No	Line Serial	Contribution %	Contribution Currency	Amount to Earmark	Limit Check Response	Response Message	View
No data to display.										

Collateral Details

Collateral Percentage \*  Collateral Currency and amount  Exchange Rate

Sequence Number	Settlement Account Currency	Settlement Account	Exchange Rate	Collateral %	Contribution Amount	Contribution Amount in Account Currency	Account Balance Check Response
No data to display.							

Limit Details
✕

Customer Id  
032204

Contribution % \*  
100.0

Contribution Currency  
AED

Limit/Liability Currency  
AED

Limit Check Response  
Available

Expiry Date

Response Message  
Balance available of AED 99994260148;

Linkage Type \*  
Facility

Liability Number \*  
032204

Line Id/Linkage Ref No \*  
032204AED


Limits Description

Amount to Earmark \*  
AED 110.00

Limit Available Amount  
AED 0.00

ELCM Reference Number

Verify
Save & Close
Close

Field	Description	Sample Values
Plus Icon 	Click plus icon to add new Limit Details.	
Edit	Click edit link to edit the limit details.	

#### Limit Details

Click View link to view the limit details.

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

Customer ID	Applicant's/Applicant Bank customer ID will get defaulted.	
Linkage Type	Select the linkage type. Linkage type can be: <ul style="list-style-type: none"> <li>• Facility</li> <li>• Liability</li> <li>•</li> </ul> By default Linkage Type is "Facility".	

Field	Description	Sample Values
Contribution%	<p>System will default this to 100% and user can modify. System will display an alert message, if modified.</p> <p>Once contribution % is provided, system will default the amount.</p> <p>System to validate that if Limit Contribution% plus Collateral% is equal to 100. If the total percentage is not equal to 100 application will display an alert message.</p> <hr/> <p style="text-align: center;"><b>Note</b></p> <p>The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message “Defaulted Collateral Percentage modified.</p>	
Liability Number	Click <b>Search</b> to search and select the Liability Number from the look-up.	
Contribution Currency	The guarantee currency will be defaulted in this field.	
Line ID/Linkage Ref No	User can choose from the various lines available and mapped under the customer id gets listed in the drop down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount.	
Limit/ Liability Currency	Limit Currency will be defaulted in this field.	
Limits Description	This field will display the description of the limits.	
Limit Check Response	<p>Response can be ‘Success’ or ‘Limit not Available’.</p> <p>This field displays the value, if you click <b>Verify</b> button.</p>	
Amount to Earmark	<p>Amount to earmark</p> <p>will default based on the contribution %.</p> <p>User can change the value.</p>	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
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.  This field displays the value, if you click <b>Verify</b> button.	
Response Message	Detailed Response message.  This field displays the value, if you click <b>Verify</b> button.	
ELCM Reference Number	This field displays the ELCM reference number.	

Below fields appear in the Limit 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.	
Edit	Click the link to edit the Limit Details	
Delete icon	Click delete icon to delete the existing limit details.	

#### **Collateral Details**

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

Collateral Details
✕

Total Collateral Amount * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="AED 10.00"/>	Collateral Amount to be Collected * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="AED 10.00"/>
Sequence Number <input style="width: 90%; border: 1px solid #ccc;" type="text" value="1.0"/>	Collateral Split % * <input style="width: 80%; border: 1px solid #ccc;" type="text" value="10.0"/> <span style="float: right; border: 1px solid #ccc; padding: 2px;">▼ ▲</span>
Collateral Contribution Amount * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="AED 1.00"/>	Settlement Account * <input style="width: 90%; border: 1px solid #ccc;" type="text" value="0912160013"/> <span style="float: right; border: 1px solid #ccc; padding: 2px;">🔍</span>
Settlement Account Currency <input style="width: 90%; border: 1px solid #ccc;" type="text" value="AED"/>	Exchange Rate <input style="width: 80%; border: 1px solid #ccc;" type="text" value="1.0"/> <span style="float: right; border: 1px solid #ccc; padding: 2px;">▼ ▲</span>
Contribution Amount in Account Currency <input style="width: 90%; border: 1px solid #ccc;" type="text" value="AED 1.00"/>	Account Available Amount <input style="width: 90%; border: 1px solid #ccc;" type="text" value="AED 1,984,452.45"/>
Response <input style="width: 90%; border: 1px solid #ccc;" type="text" value="VS"/>	Response Message <div style="border: 1px solid #ccc; padding: 5px; font-size: small;">                     The amount block can be performed as the account has sufficient balance                 </div>

Verify

✔ Save & Close
✕ Cancel


Field	Description	Sample Values
<b>Cash Collateral Details</b>		
Collateral Percentage	System populates the Collateral % maintained in the Customer / Product for the counter party of the contract.	
Collateral Currency and amount	System populates the contract currency as collateral currency by default.	
Exchange Rate	System populates the exchange rate maintained. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.	

ClickView link to view the collateral details.

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

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

Field	Description	Sample Values
Collateral Split %	Specify the collateral split% to be collected against the selected settlement account.	
Collateral Contribution Amount	Collateral contribution amount will get defaulted in this field.  The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.	
Settlement Account	Select the settlement account for the collateral.	
Settlement Account Currency	Settlement Account Currency is auto populated 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 Account Currency	Read only field.  This field displays the contribution amount in the settlement account currency as defaulted by the system.	
Account Available Amount	Account Available Amount will be auto-populated based on the Settlement Account selection.	
Response	Response can be 'Success' or 'Amount not Available'.	
Response Message	Detailed Response message.	
Verify	Click to verify the account balance of the Settlement Account.	
Save & Close	Click to save and close the record.	
Cancel	Click to cancel the entry.	
Below fields appear in the <b>Cash Collateral Details</b> grid along with the above fields.		
Collateral %	User must enter the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message.	
Currency	The guarantee currency will get defaulted in this field.	
Contribution Amount	Collateral contribution amount will get defaulted in this field.	

Field	Description	Sample Values
Account Balance Check Response	Response for account balance check is defaulted in this field.	
Delete Icon 	Click minus icon to remove any existing Collateral Details.	
Edit Link	Click edit link to edit any existing Collateral Details.	

### 3.3.5.2 Commission, Charges and Taxes

Click on **Default Charges** button to the default commission, charges and tax if any will get populated.

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

Charge Details

Recalculate Redefault

Commission Details

Event: BISS

Event Description: Booking LC or Guarantee Issue

Component	Rate	Mod. Rate	Currency	Amount	Modified	Defer	Waive	Charge Party	Settl. Acctnt	Amendable
AGUIR_COMM	1.25		GBP	£156.94		<input type="checkbox"/>	<input type="checkbox"/>	Air Arabia	0322040001	Yes

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Charge Details

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

Page 1 (0 of 0 items) < 1 >

Tax Details

Component	Type	Value Date	Ccy	Amount	Billing	Defer	Settl. Acctnt
No data to display.							

Save & Close Close

### 3.3.5.3 Commission Details

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

Field	Description	Sample Values
Event	Read only field. This field displays the event name.	
Event Description	Read only field. This field displays the description of the event.	
Component	Select the commission component	
Rate	Defaults from product. User can change the rate, if required.	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
Modified Rate	From the default value, if the rate is changed or the amount is changed, the same gets updated in 'Modified' field.	
Currency	Defaults the currency in which the commission needs to be collected.	
Amount	An amount that is maintained under the product code defaults in this field. User can modify the value, if required.	
Modified	From the default value, if the rate is changed or the amount is changed, the same gets updated in 'Modified' field.	
Defer	Select the check box, if charges/commissions has to be deferred and collected at any future step.	
Waive	Select the check box to waive charges/commission.  Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.	
Charge Party	Charge party will be 'Applicant' by Default. You can change the value to Beneficiary.	
Settlement Account	Details of the Settlement Account.	
Amendable	The value is auto-populated as the commission is amendable or not.	

#### **3.3.5.4 Charge Details**

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

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
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. User can edit the value, if required.	



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

### 3.3.5.5 Tax Details

The tax component defaults if maintained in the product level. Tax detail cannot be updated by you and any change in Tax amount on account of modification of charges/ commission will be available on click of Re-Calculate button or on hand off to back-end system.

Following Tax Details will be displayed:

Field	Description	Sample Values
Component	Tax Component type.	
Type	Type of tax Component.	

Field	Description	Sample Values
Value Date	This field displays the value date of tax component.	
Ccy	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.	
Settl. Acct	Details of the settlement account.	

### 3.3.5.6 Tracers Details

The bank users can capture these tracer details for Claim Lodgement in Guarantee and should send the tracers to the customer till its Settled / Extended / Rejected / Injunction.

Tracer Details

Tracer Details

Tracer Code	Description	Party Type	Required	Maximum Tracers	Number Sent	Start Days	Last Sent On	Medium	Frequency	Template Id	Action
GUA_CLM_TRA			<input checked="" type="checkbox"/>	2	2	1		SWIFT	15		

Page 1 of 1 (1 of 1 items) | < 1 >

Save & Close Close

Field	Description	Sample Values
Tracer Code	Read only field.  Tracer code is defaulted by the system maintained in the Product level.	
Description	Read only field.  Description of the tracer code is auto populated.	
Party Type	Specify the party type or click 'Search' to search and select the Rreceiver party type from the lookup.	
Required	Enable this option, if the respective tracer is required.	

Field	Description	Sample Values
Maximum Tracers	<p>Specify the value for maximum number of tracers to be sent.</p> <p>Maximum allowed is 99 exceeding the same system should prompt an error message for the same “Maximum number of numerals allowed is: 2” and should clear the field to enter the correct value by the user.</p> <p>Maximum Tracers cannot be less than the “Number Sent”, system needs to validate the same.</p>	
Number Sent	<p>Number Sent is defaulted by the System with the value, where the number of tracers sent so far. And it cannot be greater than the “Maximum Tracers”.</p>	
Start Days	<p>Specify the number of days after which the tracer has to be sent from the Tracer Start date. It should be positive numeric value.</p>	
Last Sent On	<p>Read only field.</p> <p>Tracer last sent date is defaulted by the system.</p>	
Medium	<p>Select the medium in which the Tracer has to be generated. It lists all the possible mediums maintained in the system.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT</li> <li>• MAIL</li> </ul>	
Frequency	<p>Specify the medium in which the Tracer has to be generated. It should be positive numeric value.</p> <p>System should default the Frequency captured as part of the Contract here and should allow the user to modify the same.</p>	
Template ID	<p>Specify the party type or click ‘Search’ to search and select the template ID in which the tracer has to be generated from the lookup.</p> <p>It is a lookup which lists all the possible templates maintained in the system.</p> <p>Template ID is nothing but the data that goes in Tag 79 in MT799.</p> <p>This template ID is applicable only for medium ‘SWIFT’</p> <p>Template lookup displays all the template ids applicable for the given Tracer Code.</p>	
Action	<p>Click the Edit icon to edit the tracer details.</p>	

### 3.3.5.7 Preview Message

The bank user can view a preview of the message and advice simulated from back office which is based on the guarantee Claim captured in the previous screen.

---

Preview Message

Preview - SWIFT Message		Preview - Mail Advice	
Language English	Message Type	Language English	Advice Type
Message Status	Repair Reason	Message Status	Repair Reason

---

Preview Message	Preview Message
-----------------	-----------------

---

[Save & Close](#) [Close](#)

### 3.3.6 The Preview section consists of following.

Field	Description	Sample Values
Preview SWIFT Message		
Language	Read only field. The language to preview the draft guarantee details. English is set as default language for the preview.	
Message Type	Select the message type.	
Message Status	Read only field. Display the message status of draft message of guarantee details.	
Repair Reason	Read only field. Display the message repair reason of draft message of guarantee details.	
Preview Message	Display a preview of the draft message.	
Preview Mail Device		
Language	Read only field. The language to preview the draft guarantee details. 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 guarantee details.	
Repair Reason	Read only field. Display the message repair reason of draft message of guarantee details.	
Preview Message	This field displays a preview of advice.	

#### 3.3.6.1 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	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>	
Overrides	<p>Click to view overrides, if any.</p>	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	<p>Clicking this button allows the user should to view the undertaking details.</p>	

Field	Description	Sample Values
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.</p>	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>On click of Cancel the user can cancel the task window and return to the dashboard. The data input will not be saved.</p>	

Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in 'My Tasks' for working later. This option will not submit the request	
Back	On clicking Back, system should move the task to the previous segment.	
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.	

### 3.3.7 Settlement Details

The screenshot displays the Oracle Settlement Details interface. At the top, there's a navigation bar with 'ORACLE' logo and user information. Below it, a breadcrumb trail shows 'aranteee SBLC Issuance-Claim Update' and 'taEnrichment :: Application No:- 032GIS000167506'. The main content area is titled 'Settlement Details' and includes a 'Current Event' checkbox. A table lists settlement components with columns: Component, Currency, Debit/Credit, Account, Account Description, Account Currency, Netting Indicator, and Current Event. Below the table, there are sections for 'AVL\_SET\_LCAMT - Party Details' and 'Payment Details'. The Party Details section includes fields for Transfer Type, Senders Correspondent, Beneficiary Institution, Receivers Correspondent, Ultimate Beneficiary, Ordering Customer, Intermediary Institution, and Intermediary Reimbursement Institution. The Payment Details section includes fields for Sender To Receiver 1 through 6 and Remittance Information.

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

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



<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
Component	Read only field. System defaults the value from Guarantee /SBLC claim.	
Currency	Read only field. System defaults the value from Guarantee /SBLC claim.	
Debit/Credit	Read only field. System defaults the value from Guarantee /SBLC claim.	
Account	Read only field. System defaults the value from Guarantee /SBLC claim.	
Account Description	Read only field. System defaults the value from Guarantee /SBLC claim.	
Account Currency	Read only field. System defaults the value from Guarantee /SBLC claim.	
Netting Indicator	Read only field. System defaults the value from Guarantee /SBLC claim.	
Current Event	System displays the current event as Y or N.	
Original Exchange Rate	System displays the Original Exchange Rate as simulated in settlement details section from OBTF	
Exchange Rate	The exchange rate.	
Deal Reference Number	The exchange deal reference number.	

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

### 3.3.7.1 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: <ul style="list-style-type: none"><li>• Customer Transfer</li><li>• Bank Transfer for own account</li><li>• Direct Debit Advice</li><li>• Managers Check</li><li>• Customer Transfer with Cover</li><li>• Bank Transfer</li></ul>	
Charge Details	Select the charge details for the transactions: <ul style="list-style-type: none"><li>• Beneficiary All Charges</li><li>• Remitter Our Charges</li><li>• Remitter All Charges</li></ul>	
Netting Indicator	Select the netting indicator for the component: <ul style="list-style-type: none"><li>• Yes</li><li>• No</li></ul>	
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 Reimbursement Institution	Select the intermediary reimbursement institution from the LOV.	

### 3.3.7.2 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.	

Field	Description	Sample Values
Sender to Receiver 5	Provide the sender to receiver message.	
Sender to Receiver 6	Provide the sender to receiver message.	

### 3.3.7.3 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.	

### 3.3.7.4 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 view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	

Field	Description	Sample Values
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	<p>Clicking this button allows the user should to view the undertaking details.</p>	
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the “Trade Finance Portal” User for the transactions initiated offline.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>On click of Cancel the user can cancel the task window and return to the dashboard. The data input will not be saved.</p>	
Save & Close	<p>Save the information provided and holds the task in 'My Tasks' for working later.</p> <p>This option will not submit the request</p>	
Back	<p>On clicking Back, system should move the task to the previous segment.</p>	
Next	<p>On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.</p>	

### 3.3.8 Summary

User can review the summary screen for Guarantee /Standby Claim update request.

In this section the user can see the summary tiles. The tiles must display a list of important fields with values. The tiles where fields have been amended is highlighted in different colour, User must be also able to drill down from summary tiles into respective data segments.

### Tiles Displayed in Summary

- Main Details - User can view the application details and Guarantee/ Standby details. User can modify the details if required.
- Claim Details - User can view the claim details.
- Documents Details - User can view the Document details.
- Advices - User can view the advices details.
- Commission, Charges and taxes - User can view the details provided for charges. User can modify the details if required.
- Preview Message - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details.
- Settlement Details – User should be able to view the settlement details.
- Party Details - User can view party details like beneficiary, advising bank etc.
- Tracer Details - User can view the tracer details.
- Compliance – The compliance tile has the KYC, Sanctions and AML
- Accounting Details - User can see the accounting details.

### 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.

### 3.3.8.1 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	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.	
Overrides	Click to view overrides, if any.	
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	Clicking this button allows the user should to view the undertaking details.	

Field	Description	Sample Values
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Request Clarification	<p>User should be able to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.</p>	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system and the task may be terminated or moved to Reject Approval Stage.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>On click of 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.</p> <p>Refer Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul>	
Hold	<p>The details provided will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>On click of Cancel the user can cancel the task window and return to the dashboard. The data input will not be saved.</p>	



Field	Description	Sample Values
Save & Close	Save the information provided and holds the task in 'My Tasks' for working later. This option will not submit the request	
Back	On clicking Back, system should move the task to the previous segment.	
Submit	On clicking Submit, system validates for all mandatory field values and the task should move to the next logical stage. If the user submits without visiting other mandatory steps, then error message is displayed and force the user to visit mandatory tabs/update mandatory fields.	

### 3.4 Multi Level Approval

This stage allows the approver user to approve a Claim Update under Guarantee Issued transaction.

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.

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#### 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.

#### 3.4.1 Re-Key Authorization

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

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

- Claim Amount
- Currency

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

### Approval Rekey

View Signature
Documents

Remarks

Claim Amount

AED

AED 100.00

✓

Currency

AED

✓

Refer
Close
Proceed

### 3.4.1.1 Summary

Main		Claim Details	Document Details	Advices	Commission, Charges and taxes
Booking Date : <b>2023-08-03</b> Submission Mode : <b>Desk</b> Amount : <b>AED 100</b>	Demand Type : <b>Settle</b> New ExpiryDate : Intermediary :	Document 1 : Document 2 :	Advice 1 : <b>GUA_AMD_INST...</b> Advice 2 : <b>PAYMENT_MESS...</b>	Charge : <b>GBP 50.00</b> Commission : <b>GBP 0.06</b> Tax : Block Status : <b>Not Initiated</b>	
Review Messages	Settlement Details	Party Details	Compliance	Accounting Details	
Language : <b>ENG</b> Review Message : -	Component : <b>LCGCLM_LIQD</b> Account Number : <b>0322040001</b> Currency : <b>GBP</b>	Advising Bank : <b>Abu Dhabi Is...</b> Applicant : <b>Air Arabia</b> Beneficiary : <b>Aldar Proper...</b>	KYC Sanctions : <b>Verified</b> AML : <b>Verified</b>	Event : <b>GCAM</b> AccountNumber : <b>0322040001</b> Branch : <b>032</b>	
Limits and Collaterals	Tracer Details				
Contribution Currency : Amount to Earmark : <b>null</b> Commit Status : <b>Not Verified</b> Collateral Currency : Collateral Contr. : Collateral Status : <b>Not Verified</b> Deposit Linkage CCY : Deposit Linkage Amount :	Tracer Code : Required : Medium : Frequency :				

#### Tiles Displayed in Summary

- Main Details - User can view the application details and Guarantee/ Standby details. User can modify the details if required.
- Claim Details - User can view the claim details.
- Documents Details - User can view the Document details.
- Advices - User can view the advices details.
- Commission, Charges and taxes - User can view the details provided for charges. User can modify the details if required.

- **Preview Message** - User can drill down to view the message preview, legal verification and customer draft confirmation details. The message preview screen has the Legal Verification details.
- **Settlement Details** – User should be able to view the settlement details.
- **Party Details** - User can view the party details like beneficiary, advising bank etc.
- **Compliance** – The compliance tile has the KYC, Sanctions and AML
- **Accounting Details** - User can see the accounting details.

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**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.

- **Limits and Collaterals** - User can view the limits and collateral details.
- **Tracer Details** - User can view the tracer details.

### 3.4.1.2 **Action Buttons**

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

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
Documents	<p>Click the Documents icon to View/Upload the required documents.</p> <p>Application will display the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>	
Remarks	<p>Click the Remarks icon to view the remarks captured as part of Registration stage and also can input Remarks, which can be seen by other users.</p>	
Overrides	<p>Click to view overrides, if any.</p>	

Field	Description	Sample Values
Customer Instructions	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Incoming Message	<p>Clicking this button allows the user should be able to see the message in case of STP of incoming MT 767.</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>	
View Undertaking	<p>Clicking this button allows the user should to view the undertaking details.</p>	
Signatures	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is available, system should display all the signatures</p>	
Reject	<p>On click of Reject, user must select a reject reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>● R1- Documents missing</li> <li>● R2- Signature Missing</li> <li>● R3- Input Error</li> <li>● R4- Insufficient Balance/Limits</li> <li>● R5 - Others.</li> </ul> <p>Select a Reject code and give a reject description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	

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

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