

Import LC Reopen User Guide  
**Oracle Banking Trade Finance Process Management**  
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Oracle Banking Trade Finance Process Management - Import LC Reopen User Guide  
Oracle Financial Services Software Limited

Oracle Park  
Off Western Express Highway  
Goregaon (East)  
Mumbai, Maharashtra 400 063  
India  
Worldwide Inquiries:  
Phone: +91 22 6718 3000  
Fax: +91 22 6718 3001  
[www.oracle.com/financialservices/](http://www.oracle.com/financialservices/)

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# 1. Preface

## 1.1 Introduction

This user manual is designed to help you quickly get acquainted with Import LC Reopen 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. Import LC Reopen

This process allows the user to register a request for an Import LC Reopen received at desk.

This section contains the following topics:

<a href="#">3.1 Common Initiation Stage</a>	<a href="#">3.2 Registration</a>
<a href="#">3.3 Data Enrichment</a>	<a href="#">3.4 Multi Level Approval</a>
<a href="#">3.5 Customer - Acknowledgement Format</a>	<a href="#">3.6 Customer - Reject Format</a>

### 3.1 Common Initiation Stage

The user can initiate the new Import LC Reopen 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:

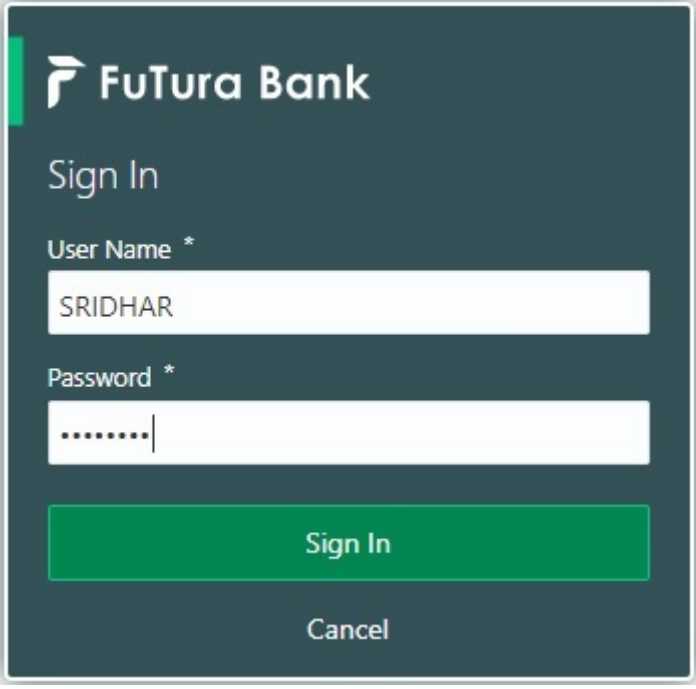
Field	Description
Proceed	Task will get initiated to next logical stage.

Field	Description
Clear	The user can clear the contents update and can input values again.

## 3.2 Registration

At the Registration stage, the user can register request for an Import LC reopen received at the front desk (as an application received physically/received by mail/fax). During Registration, user can capture the basic details of the application, check the signature of the applicant and upload related documents. On submit of the request, the customer should be notified with acknowledgment and the request should be available for an LC expert to handle in the next stage.

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



The image shows a login interface for FuTura Bank. At the top left is the FuTura Bank logo, which consists of a stylized 'F' icon followed by the text 'FuTura Bank'. Below the logo is the heading 'Sign In'. There are two input fields: 'User Name \*' with the text 'SRIDHAR' entered, and 'Password \*' with masked characters '.....'. Below these fields are two buttons: a green 'Sign In' button and a 'Cancel' button.



- The screenshot displays the Bank Futura dashboard with the following components:

  - Left Sidebar:** Contains navigation links for Core Maintenance, Dashboard (active), Maintenance, Tasks, and Trade Finance.
  - Top Header:** Shows the dashboard title and a user profile for SHUBHAM.
  - Widgets:**
    - Draft Confirmation Pending:** A table with columns Customer Name, Application Date, and Status. Data rows include EMR & CO, NA, and NA.
    - Hand-off Failure:** A table with columns Branch, Process Name, and Stage Name. Data row includes Bank Futura, NA, and Retry HandOff.
    - Priority Details:** A table with columns Branch, Process Name, and Stage Name. Data rows include Bank Futura, NA, and 004.
    - High Value Transactions:** A bubble chart showing transaction values on the Y-axis (ranging from -20K to 140K) and a categorical X-axis (ranging from -2 to 12). A legend indicates GBP.
    - SLA Breach Details:** A table with columns Customer Name, SLA Breached(mins), and Priority. Data rows include NA, HSBC BANK, WALL MART, and EMR & CO.
    - Priority Summary:** A table with columns Branch, Process Name, and Stage Name. Data row includes 203, Cucumber Testing, and test descrip.
    - Hold Transactions:** A table with columns Branch, Process Name, and Stage Name.
    - SLA Status:** A table with columns Branch, Process Name, and Stage Name. Data row includes Cucumber Testing.
    - Tasks Detailed:** A table with columns Process Reference Number and Priority.

- Dashboards

( DEFAULTTENITY )

( PKC )

May 8, 2019

SRIDHAR  
subham@gmail.co

+

Contingent Liability And  
Asset

Inquiry

Report - Documentary  
Collection ▶

Report - Documentary  
Edit ▶

Report - Documentary  
Collection ▶

Report - Documentary  
Edit ▼

Drawings Under  
Transferred LC

Import LC Update  
Drawings

Import LC Amendment

Import LC Amendment  
Beneficiary Consent

Import LC Cancellation

Import LC Closure

Import LC Drawings

Import LC Internal  
Amendment

Import LC Issuance

Import LC Liquidation

Import LC Reopen

Pending Task

Maintenance ▶

3-3

### 3.2.1 Application Details

port LC Reopen

Application Details

Documentary Credit Number \*  
ILUN21125AJAH

Received From Applicant Bank

Received From - Customer ID  
001044

Received From - Customer Name  
GOODCARE PLC

Submission Mode  
Desk

Process Reference Number  
PK2ILCR000024205

User Reference Number  
PK2ILUN21125AJAH

Customer Reference Number

View LC View LC Even

LC Details

LC Type  
Usance

40A - Form of Documentary Credit  
IRREVOCABLE

31C - Date of Issue  
May 5, 2021

51A - Applicant Bank

39A - Percentage Credit Amount Tolerance  
0 / 0

Amount In Local Currency  
GBP £11,000.00

Product Code  
ILUN

Product Description  
Import LC Usance Non Revolving

40E - Applicable Rules  
UCPURR LATEST VERSION

Applicant  
001044 GOODCARE PLC

Limits/Collateral Required

Back to Back LC

Hold Cancel Save & Close Sub

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

Field	Description	Sample Values
Documentary Credit Number	<p>Provide the documentary credit number. Alternatively, user can search the documentary credit number using LOV.</p> <p>In LOV search/advanced LOV search, user can input DCN Reference Number, Applicant, Currency, Amount and User Reference to fetch the LC details. Based on the search result, select the applicable LC to be opened.</p> <p><b>Note</b></p> <p>System displays the LCs only which are in Closed status.</p>	
Received From Applicant Bank	<p>Read only field.</p> <p>System displays the value available in LC.</p>	001344
Received From - Customer ID	<p>Read only field.</p> <p>System displays the value available in LC.</p>	001344
Received From - Customer Name	<p>Read only field.</p> <p>System displays the name of the Customer available in LC.</p>	EMR & CO
Branch	<p>Read only field.</p> <p>Branch details will be auto-populated based on the selected LC.</p>	203-Bank Futura -Branch FZ1
Priority	<p>System will default the Priority as Low/Medium/High based on maintenance.</p>	High

Field	Description	Sample Values
Submission Mode	Select the submission mode of Import LC Closure 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 <b>Courier-</b> Request received through Courier	Desk
Process Reference Number	Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.	
Reopen Date	By default, the application will display branch's current date.	04/13/2018
Closure Date	Read only field.  System defaults the LC Closure date. Closure Date should not be earlier than the branch date	04/13/2018
User Reference Number	Read only field.  User reference number is defaulted based on the selected LC.	
Customer Reference Number	User can enter the 'Reference number', if any.	

### 3.2.2 LC Details

The user can view the latest LC values displayed in the respective fields. All fields displayed in LC details section are **read only** fields.

Field	Description	Sample Values
Revolving	Read only field.  The value used for Revolving as per the latest LC details is displayed.	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
LC Type	Read only field. The value used for LC Type as per the latest LC details is displayed.	
Product Code	Read only field. This field displays the product code used during LC Reopen.	
Product Description	Read only field. This field displays the description as in Import LC.	
Advising Bank	Read only field. This field displays the advising bank details as per the latest LC.	
40A - Form of Documentary Credit	Read only field. This field displays the form of documentary credit details available in LC record.	
Date of Issue	Read only field. This field displays the LC issuance date.	
Applicable Rules	Read only field. This field displays the applicable rule as per the latest LC details.	
Date Of Expiry	Read only field. This field displays the expiry date as per the latest LC details.	09/30/18
Place of Expiry	Read only field. This field displays the place of expiry as per the latest LC details.	
Applicant Bank	Read only field. This field displays the applicant bank details as per the latest LC details.	
Applicant	Read only field. This field displays the details of the applicant as per the latest LC details.	
Beneficiary	Read only field. This field displays the beneficiary details as per the latest LC details.	

<b>Field</b>	<b>Description</b>	<b>Sample Values</b>
Currency Code, Amount	Read only field. This field displays the currency code of LC along with the currency details as per the latest LC details.	
Percentage Credit Amount Tolerance	Read only field. This field displays the percentage credit amount tolerance details as per the latest LC details.	
Limits/Collateral Required	Read only field. Limits/Collateral applicable as per the latest LC details is displayed.	
Additional Amount Covered	Read only field. This field displays the details of additional amount covered as per the latest LC details.	
Accountee	Read only field. Accountee details as per the latest LC details is displayed.	8/2
Amount In Local Currency	Read only field. Amount in local currency as per the latest LC details is displayed.	
Back to Back LC	Read only field. Back to Back LC as per the latest LC details is displayed.	

### 3.2.3 Miscellaneous

ORACLE

(DEFAULTTENTITY)

Oracle Banking Trade Finan... Jun 13, 2021

ZART/ subham@gmail

port LC Reopen

Documents Remarks Customer Instruction Common Group Messages

Application Details

Documentary Credit Number \* ILUN21125AJAH

ch

Oracle Banking Trade Finan...

Open Date 13, 2021

Received From Applicant Bank

Priority Medium

Closure Date Sep 2, 2021

Received From - Customer ID 001044

Submission Mode Desk

User Reference Number PK2ILUN21125AJAH

Received From - Customer Name GOODCARE PLC

Process Reference Number PK2ILCR000024205

Customer Reference Number

View LC View LC Even

LC Details

LC Type Usance

40A - Form of Documentary Credit IRREVOCABLE

31D - Place Of Expiry dldtfgf

32B - Currency Code, Amount GBP £11,000.00

Accountee

Product Code ILUN

31C - Date of Issue May 5, 2021

51A - Applicant Bank

39A - Percentage Credit Amount Tolerance 0 / 0

Amount In Local Currency GBP £11,000.00

Product Description Import LC Usance Non Revolving

40E - Applicable Rules UCPURR LATEST VERSION

Applicant 001044 GOODCARE PLC

Limits/Collateral Required

Back to Back LC

Hold Cancel Save & Close Sub

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

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 required, system should display all the signatures.</p>	
Documents	<p>System displays the mandatory and optional documents. User to upload the applicable documents. If mandatory documents are not uploaded, system should display an error on submit. The possible documents submitted under an Import LC Reopen request are:</p> <ol style="list-style-type: none"> <li>1. Reopen request</li> <li>2. Letter of Credit instrument copy</li> </ol>	
Remarks	Provide any additional information regarding the collection. This information can be viewed by other users handling the request.	

Field	Description	Sample Values
Customer Instructions	Click to view/ input the following <ul style="list-style-type: none"> <li>● <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>● <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>	
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.	
View LC	User can view the LC details.	
View LC Events	User can view the LC Events.	
Checklist	Make sure that the details in the checklist are completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.	
<b>Action Buttons</b>		
Submit	On submit, task will move to next logical stage of Import LC Closure.  If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.	
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later.  This option will not submit the request.	
Cancel	Cancels the Import LC Closure. Details entered will not be saved and the task will be removed.	
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.	

### **3.2.4 Document Linkage**

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

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

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

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

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

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



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

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

Link Document

Customer Id \*

032204

Document Type \*

Document Id

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		
Document ID	This field displays the document Code from meta-data.	

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

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

Link Document

Customer Id \*

032204

Document Id

Document Type \*

Documentary Collection ▼

Document Code \*

Insurance Policy ▼

Fetch

Link Document	Document Id	Customer Id	Document Type	Document Code	Upload Date	Reference Number
<a href="#">Link</a>	1559	032204	HGJH	INSURANCE	Mar 9, 2023	032IDCB000017631
<a href="#">Link</a>	2649	032204	testing	INSURANCE	Mar 29, 2023	032ILCC000021179
<a href="#">Link</a>	4143	032204		INSURANCE	May 8, 2023	032ILCU000032029
<a href="#">Link</a>	4145	032204		INSURANCE	May 8, 2023	032ILCU000032042
<a href="#">Link</a>	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 is displayed.

Edit Document

Document Id	Document Title
2400	wqwq
Application Reference Number	Entity Reference Number
PK2ILCI000019041	PK2ILCI000019041
Document Type Id	Document Description
TFPM_DOCTYPE001	
Remarks	Document Expiry Date
	Jun 29, 2022
<div>Drop files here or click to select</div>	
Current selected files: []	

Update

Cancel

### 3.3 Data Enrichment

As part of Data Enrichment, user can enter/update new Import LC Reopen request.

Import LC Reopen request that is received at the desk will move to DE stage post successful Registration stage. The transaction will have the details entered during the Registration stage.

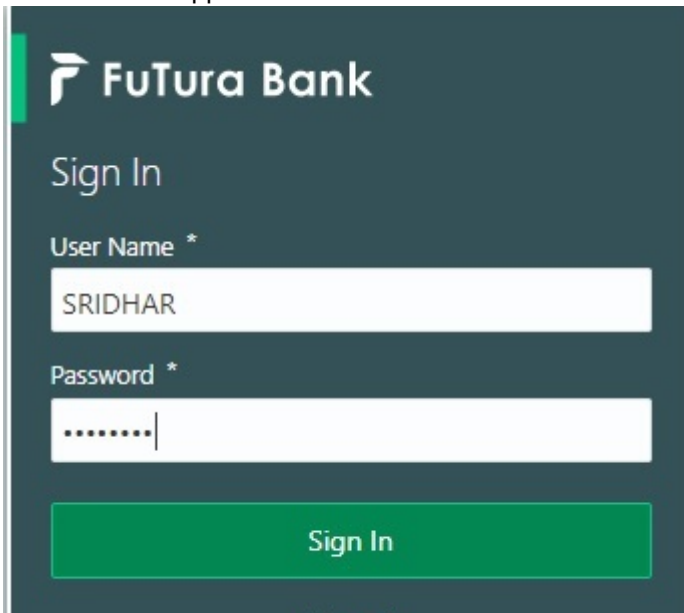
---

#### Note

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

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

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



**FuTura Bank**

Sign In

User Name \*

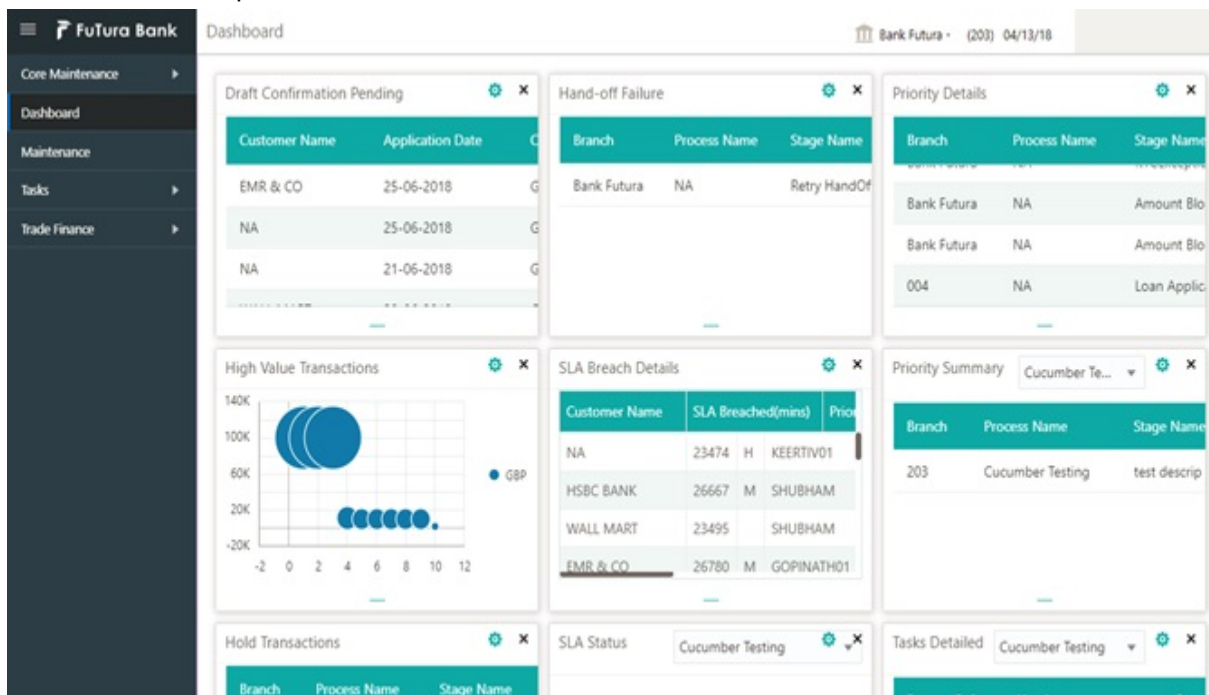
SRIDHAR

Password \*

.....

Sign In

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



**FuTura Bank** Dashboard Bank Futura - (203) 04/13/18

Core Maintenance  
Dashboard  
Maintenance  
Tasks  
Trade Finance

**Draft Confirmation Pending**

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

**Hand-off Failure**

Branch	Process Name	Stage Name
Bank Futura	NA	Retry HandOf

**Priority Details**

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

**High Value Transactions**

140K  
100K  
60K  
20K  
-20K

-2 0 2 4 6 8 10 12

GBP

**SLA Breach Details**

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

**Priority Summary** Cucumber Te...

Branch	Process Name	Stage Name
203	Cucumber Testing	test descrip

**Hold Transactions**

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

**SLA Status** Cucumber Testing

**Tasks Detailed** Cucumber Testing

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

ORACLE Free Tasks

International Payments-Fas... SRIDHA subham@gmail.com

Refresh Acquire Delegate Reassign Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & Edit	M	Import LC Closure	300ILCC000031439	300ILCC000031439	DataEnrichment	20-04-25	300	0
Acquire & Edit		Export LC Amendment	300ELCA000031437	300ELCA000031437	Scrutiny	20-04-25	300	0
Acquire & Edit	M	Export LC Amendment	300ELCA000031430	300ELCA000031430	Approval Task Level 1	20-04-16	300	0
Acquire & Edit	M	Import LC Issuance	300ILCI000031420	300ILCI000031420	Scrutiny	20-04-25	300	0
Acquire & Edit		Import Documentary- B...	300IDCB000030171	300IDCB000030171	Registration	20-04-16	000	0
Acquire & Edit		Export Documentary Li...	300EDCL000030166	300EDCL000030166	DataEnrichment	20-04-16	300	0
Acquire & Edit	M	Import Documentary- B...	000IDCB000030162	000IDCB000030162	Approval Task Level 1	70-01-01	300	0
Acquire & Edit		Export Documentary Li...	300EDCL000030163	300EDCL000030163	DataEnrichment	20-04-16	300	0
Acquire & Edit	M	Export LC Amendment...	300ELCA000030160	300ELCA000030160	Approval Task Level 1	70-01-01	300	0
Acquire & Edit		Export LC Amendment...	300ELCA000030158	300ELCA000030158	Registration	20-04-16	300	0
Acquire & Edit	M	Import LC Issuance	300ILCI000030150	300ILCI000030150	Approval Task Level 1	70-01-01	300	0
Acquire & Edit	M	Import LC Issuance	300ILCI000030153	300ILCI000030153	Registration	70-01-01	000	0
Acquire & Edit		Import Documentary U...	300IDCU000030152	300IDCU000030152	Registration	20-04-16	300	0

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

ORACLE Free Tasks

(DEFAULTTENTY) (PK2) May 8, 2019 SRIDHA subham@gmail.com

Refresh Acquire Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number
Acquire & Edit	M	Import LC Reopen	PK2ILCR000056560	PK2ILCR000056560	DataEnrichment	21-05-22	PK2	000150
Acquire & Edit		Import LC Amendment	PK2ILCA000056559	PK2ILCA000056559	Scrutiny	21-05-22	PK2	001044
Acquire & Edit		Import LC Amendment	PK2ILCA000056558	PK2ILCA000056558	Scrutiny	21-05-22	PK2	001044
Acquire & Edit		Import LC Amendment	PK2ILCA000056557	PK2ILCA000056557	Scrutiny	21-05-22	PK2	001044
Acquire & Edit	M	Export LC Transfer Ame...	PK2ELCT000056555	PK2ELCT000056555	DataEnrichment	21-05-22	PK2	001204
Acquire & Edit		Guarantee Issuance	PK2GTEI000056553	PK2GTEI000056553	Scrutiny	21-05-22	PK2	001044
Acquire & Edit	M	Shipping Guarantee Iss...	PK2SGTI000056550	PK2SGTI000056550	DataEnrichment	21-05-22	PK2	001044
Acquire & Edit		Import LC Issuance	PK2ILCI000056548	PK2ILCI000056548	Scrutiny	21-05-22	PK2	001044
Acquire & Edit	M	Export LC Transfer Ame...	PK2ELCT000056527	PK2ELCT000056527	DataEnrichment	21-05-21	PK2	000156
Acquire & Edit	M	Export LC Transfer Ame...	PK2EDCL000056525	PK2EDCL000056525	Handoff RetryTask	21-05-21	PK2	001044
Acquire & Edit	M	Export LC Transfer Ame...	PK2ELCT000056526	PK2ELCT000056526	DataEnrichment	21-05-21	PK2	006465
Acquire & Edit	M	Export LC Advise	PK2ELCA000056541	PK2ELCA000056541	KYC Exceptional approval	21-05-21	PK2	001043
Acquire & Edit	M	Export LC Amendment	PK2ELCA000056539	PK2ELCA000056539	Scrutiny	21-05-21	PK2	001044

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

ORACLE My Tasks

(DEFAULTTENTY) (PK2) May 8, 2019 SRIDHA subham@gmail.com

Refresh Release Escalate Delegate Flow Diagram

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
Edit	M	Import LC Reopen	PK2ILCR000056560	PK2ILCR000056560	DataEnrichment	21-05-22	PK2	000150	
Edit	M	Export LC Transfer Ame...	PK2ELCT000056556	PK2ELCT000056556	DataEnrichment	21-05-22	PK2	001044	
Edit		Export LC Transfer Ame...	PK2ELCT000056554	PK2ELCT000056554	Registration	21-05-22	PK2	001044	
Edit	M	Export LC Transfer Ame...	PK2ELCT000056552	PK2ELCT000056552	KYC Exceptional approval	21-05-22	PK2	001044	
Edit	M	Export LC Amendment B...	PK2ELCA000056551	PK2ELCA000056551	DataEnrichment	21-05-22	PK2	001044	
Edit	M	Export LC Transfer Ame...	PK2ELCT000056498	PK2ELCT000056498	KYC Exceptional approval	21-05-21	PK2	000156	
Edit	M	Guarantee SBLC Advise...	PK2GADC000056493	PK2GADC000056493	DataEnrichment	21-05-20	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000056467	PK2GADC000056467	AmountBlock Exception App...	21-05-20	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000056436	PK2GADC000056436	AmountBlock Exception App...	21-05-20	PK2	001044	
Edit	M	Guarantee SBLC Advise...	PK2GADC000055972	PK2GADC000055972	DataEnrichment	21-05-11	PK2	001044	
Edit		Guarantee SBLC Advise...	PK2GADC000055971	PK2GADC000055971	Registration	21-05-11	PK2	001044	
Edit		Guarantee SBLC Advise...	PK2GADC000055970	PK2GADC000055970	Registration	21-05-11	PK2	001044	
Edit		Guarantee SBLC Advise...	PK2GADC000055969	PK2GADC000055969	Registration	21-05-11	PK2	001044	

Page 1 of 6 (1 - 20 of 101 items) K < 1 2 3 4 5 6 > X

The Data Enrichment stage has five sections as follows:

- Main Details

- Availability
- Payment
- Document and Conditions
- Additional Fields
- Additional Details
- Advices
- Settlement Details
- Summary

Let's look at the details for Data Enrichment stage. User must be able to enter/update the following fields.

### 3.3.1 Main Details

Main details section has two sub section as follows:

- Application Details
- LC Details

#### 3.3.1.1 Application Details

All fields displayed under Basic details section, would be read only except for the **Priority**.

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

Field	Description	Sample Values
Documentary Credit Number	Read only field. Documentary credit Number selected for reopen will be displayed as a read only field.	
Received From Applicant Bank	Read only field. Displayed as available from earlier stage.	001344

Field	Description	Sample Values
Received From - Customer ID	Read only field. Displayed as available from earlier stage.	001344
Received From - Customer Name	Read only field. Displayed as available from earlier stage.	EMR & CO
Branch	Read only field. Displayed as available from earlier stage.	203-Bank Futura -Branch FZ1
Priority	Priority to default based on priority maintenance and user should be allowed to change. Values are High, Medium and Low.	High
Submission Mode	Read only field. Displayed as available from earlier stage.	Desk
Process Reference Number	Read only field. Displayed as available from earlier stage.	
Reopen Date	Read only field. System to default the branch's current date.	04/13/2018
Closure Date	Read only field. Displayed as available from earlier stage.	04/13/2018
User Reference Number	Read only field. Displayed as available from earlier stage.	
Customer Reference Number	Read only field. Displayed as available from earlier stage.	

### 3.3.2 LC Details

The user can view the latest LC values displayed in the respective fields. All fields displayed in LC details section are **read only** fields.

LC Details

evolving

Issuing Bank

003762 CITIBANK ENGL

Rate of Expiry

May 5, 2021

Beneficiary

001043 MARKS AND SP

9C - Additional Amount Covered

LC Type

Usance

40A - Form of Documentary Credit

IRREVOCABLE

31D - Place Of Expiry

dfdfdf

32B - Currency Code, Amount

GBP £80,000.00

Accounttee

Product Code

ILUN

31C - Date of Issue

Jan 5, 2021

51A - Applicant Bank

39A - Percentage Credit Amount Tolerance

0 / 0

Amount In Local Currency

GBP £80,000.00

Product Description

Import LC Usance Non Revolving

40E - Applicable Rules

UCPURR LATEST VERSION

Applicant

001044 GOODCARE PLC

Limits/Collateral Required

Back to Back LC

Reject

Refer

Hold

Cancel

Save & Close

Back

Next

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

Field	Description	Sample Values
Revolving	Read only field. The value used for Revolving as per the latest LC details is displayed.	
LC Type	Read only field. The value used for LC Type as per the latest LC details is displayed.	
Product Code	Read only field. This field displays the product code used during Issuance.	
Product Description	Read only field. This field displays the description as in Import LC Issuance.	
Advising Bank	Read only field. This field displays the advising bank details as per the latest LC details.	
40A - Form of Documentary Credit	Read only field. This field displays the form of documentary credit details as per the selection done at the time of Import LC Issuance.	
Date of Issue	Read only field. This field displays the LC issuance date.	
Applicable Rules	Read only field. This field displays the applicable rule as per the latest LC details.	
Date Of Expiry	Read only field. This field displays the expiry date as per the latest LC details.	09/30/18
Place of Expiry	Read only field. This field displays the place of expiry as per the latest LC details.	
Applicant Bank	Read only field. This field displays the applicant bank details as per the latest LC details.	
Applicant	Read only field. This field displays the details of the applicant as per the latest LC details.	



Field	Description	Sample Values
Beneficiary	Read only field. This field displays the beneficiary details as per the latest LC details.	
Currency Code, Amount	Read only field. This field displays the currency code of LC along with the currency details as per the latest LC details.	
Percentage Credit Amount Tolerance	Read only field. This field displays the percentage credit amount tolerance details as per the latest LC details.	
Limits/Collateral Required	Read only field. Limits/Collateral applicable as per the latest LC details is displayed.	
Additional Amount Covered	Read only field. This field displays the details of additional amount covered as per the latest LC details.	
Accountee	Read only field. Accountee details as per the latest LC details is displayed.	8/2
Amount In Local Currency	Read only field. Amount in local currency as per the latest LC details should be displayed.	
Back to Back LC	Read only field. Back to Back LC as per the latest LC details is displayed.	

### 3.3.2.1 Action Buttons

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

Field	Description	Sample Values
Documents	Click to View/Upload the required document. Application displays 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.	

Field	Description	Sample Values
Remarks	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	
View LC	User can view the LC summary with the latest LC details values.	
View LC Events	User can view the LC Events.	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
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>	

### 3.3.3 Availability

In this section user can view the basic details of Availability, Shipment and Goods description in the Import LC Reopen request.

The screenshot displays the Oracle Import LC Reopen request form. The top navigation bar includes the Oracle logo, user information (ZART/subham@gmail.com), and application details (Application No: PK2ILCR000024205). The main menu on the left lists various sections: Main, Availability (selected), Payment, Documents and Conditions, Additional Fields, Advices, Additional Details, Settlement Details, and Summary. The Availability section is expanded, showing sub-sections: Availability Details, Shipment Details, and 45A Description of Goods and/or Services. The Availability Details section includes fields for 41a-Available with (dfdfdfdf), 41a-Available By (BY NEGOTIATION), 42C-Drafts At, and 42a-Drawee. The Shipment Details section includes fields for 43P-Partial Shipments (NOT ALLOWED), 43T-Transshipment (NOT ALLOWED), 44A-Place of Taking in Charge, 44B-Place of Final Destination, 44C-Latest Date of Shipment, 44E-Port of Loading, 44D-Shipment Period, and 42 P/M - Payment Details. The 45A Description of Goods and/or Services section includes fields for INCO Terms (CIF) and INCO Terms Description (Cost, Insurance and Freight (named dev)). A table at the bottom lists Goods Code, Goods Type, Goods Description, No of Units, Price per Unit, Total Amount, and Action. The table contains one row with Goods Code MSD, Goods Type G, and Goods Description dsfa. The bottom navigation bar includes buttons for Reject, Refer, Hold, Cancel, Save & Close, Back, and Next.

Field	Description	Sample Values
Available With	<p>Read only field.</p> <p>This field identifies the bank with which the credit is available.</p>	

Field	Description	Sample Values
Available By	Read only field. This field displays how the credit is available.	
Drafts At	Read only field. This field displays drafts as per the latest LC details.	
Drawee	Read only field. This field displays drawee as per the latest LC details.	
Payment Details	Read only field. This field displays the payment details.	
Partial Shipments	Read only field. Partial Shipment as per the latest LC details is displayed.	
Transshipment	Read only field. Transshipment as per the latest LC details is displayed.	
Place Of Taking In Charge	Read only field. The Place of Taking Charge as per the latest LC details is displayed.	
Port Of Loading	Read only. The Airport/Port of loading as per the latest LC details is displayed.	
Port Of Discharge	Read only field. The Airport/Port of discharge as per the latest LC details is displayed.	
Place Of Final Destination	Read only field. The place of final destination as per the latest LC details is displayed.	
Latest Date Of Shipment	Read only field. The latest date for shipment as per the latest LC details is displayed.	
Shipment Period	Read only field. Shipment period as per the latest LC details is displayed.	
Transport Mode	Read only field. The transportation mode. The options are: <ul style="list-style-type: none"> <li>• Air</li> <li>• Sea</li> <li>• Road</li> <li>• Rail</li> <li>• Multimodal</li> <li>• Other</li> </ul>	
Transport Details	Read only field. The transportation details of shipment.	
Additional Shipment Details	Read only field. Displays the additional shipment details.	

### 3.3.3.1 Description Of Goods And Or Services

This field contains a description of the goods and/or services. Provide the Shipment Details based on the description in the following table:

Field	Description	Sample Values
INCO Terms	Read only field. Default INCO Terms as per the latest LC details is displayed.	
INCO Description	Read only field. Defaults INCO terms description as in LC Issuance.	
Goods Code	Read only field. Displays the goods code.	
Goods Type	Read only field. Displays the goods type depending on goods code.	
Goods Description	Read only field. The goods description is auto populated depending on selected goods code.	
No of Units	Read only field. Number of units being imported or exported.	
Price per Unit	Read only field. The value for price per unit.	
Total Amount	Read only field. System calculates the total price In case of online request, the system should populate the total amount from incoming request. System should validate that the total amount is equal to the value of the transaction (LC/Collection).	
Action	Click Delete icon to delete the goods detail.	

### 3.3.3.2 Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User 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 saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Back	<p>Click Back to move to the previous screen of Data Enrichment stage.</p>	
Next	<p>Click Next to move to next logical screen of Data Enrichment stage.</p>	

### 3.3.4 Payment Details

In this section, user can input and view the Payment data segment for Import LC Reopen request. The user can verify the basic details available in the Import LC reopen request.

In case the request is received through online channel, user verifies the details populated.

DE user can view the latest LC values displayed in the respective fields. All fields displayed are **read only** fields.

Field	Description	Sample Values
Special Payment Conditions for Beneficiary	Special payment condition for beneficiary as per the latest LC details is displayed.	
Special Payment Conditions for receiving Bank	Special payment condition for receiving bank, as per the latest LC details is displayed.	
Period for Presentation	Period of presentation, as per the latest LC details is displayed.	
Confirmation Instructions	Confirmation instruction as per the latest LC details is displayed.	
Requested Confirmation Party	Requested Confirmation Party, as per the latest LC details is displayed.	
Advise Through Bank	Advise Through Bank, as per the latest LC details is displayed.	
Instructions to P/A/N Bank	Instructions to P/A/N Bank, as per the latest LC details is displayed.	
Sender to Receiver Information	Sender to Receiver Information as per the latest LC details is displayed.	
Charges	Charges as per the latest LC details is displayed.	

Reimbursement Authorization



Field	Description	Sample Values
Reimbursing Bank	Displays the reimbursing bank details.	
Reimbursing Bank Charge Type	<p>Displays the reimbursing bank charge type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Claimants - Select this option, if the charges are to be claimed from Beneficiary</li> <li>• Ours - Select this option, if the charges are to be borne by Applicant</li> </ul> <p>This field should be enabled only if <b>Reimbursing Bank</b> field has value.</p>	
Reimbursing Bank Charge Details	<p>Displays the additional details about reimbursing bank charges.</p> <p>This field should be enabled only if <b>Reimbursing Bank</b> field has value.</p>	
Sender to Receiver Information - 740	Displays the sender to receiver information.	

### 3.3.4.1

### 3.3.4.2 Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, 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>	
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>	

Field	Description	Sample Values
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.	
Back	Click Back to move to the previous screen of Data Enrichment stage.	
Next	Click Next to move to next logical screen of Data Enrichment stage.	

### 3.3.5 Documents and Conditions

User can view the Documents and conditions details for Import LC reopen. The below fields can be amended in DE stage.

- Document Details
- Additional Conditions.

port LC Reopen

taEnrichment :: Application No:- 032ILCR000162583

Documents

Remarks

Overrides

Customer Instruction

Signatures

(DEFAULTTENITY)

Oracle Banking Trade Finan...

Aug 3, 2023

POORNIN

sultham@gmail

Main

Availability

Payment

Documents and Conditions

Additional Fields

Advices

Additional Details

Settlement Details

Summary

Documents and Conditions

Document Details

Code	Document Description	Copy	Original	Clause Details	Original Doc. Required	Action
AIRDOC	Air Way Documents	2	1/2	AIRDOC	<input checked="" type="checkbox"/>	
INSDOC	Insurance Documents	2		INSDOC	<input type="checkbox"/>	
INVDOC	Invoice Documents		1/2	INVDOC	<input checked="" type="checkbox"/>	
MARDOC	Sea Way Documents	2	1/2	MARDOC	<input checked="" type="checkbox"/>	
OTHERDOC	Other Docs			OTHERDOC	<input type="checkbox"/>	
PACKINGLIST	PACKINGLIST			PACKINGLIST	<input type="checkbox"/>	
AIR	Air way Bill Docs			AIR	<input type="checkbox"/>	
BOL	Bill of Lading LONG			BOL	<input type="checkbox"/>	

Additional Conditions

FFT Code	FFT Description	Action
No data to display.		

Reject

Refer

Hold

Cancel

Save & Close

Back

Ne

### 3.3.5.1 Document Details

Documents details as per the latest LC details is displayed.

Field	Description	Sample Values
Code	Document code is auto-populated from the latest LC.	
Document Description	Description of the document is auto-populated from the latest LC.	
Copy	Number of duplicate copies of documents as required in LC.	
Original	Number of documents in original as required in LC.	
Clause Details	Description of the clause required as per LC.	
Original Doc Required	System defaults the value to display whether original documents are required or not.	
Action	Click Edit icon to edit the document details. Click Delete icon to delete the document details.	

### 3.3.5.2 Additional Conditions

Additional conditions as per the latest LC details is displayed.

FFT Code	This field displays the FFT code as per the latest LC.	
FFT Description	This field displays the description of the FFT code as per the latest LC.	
Action	Click Edit icon to edit the additional conditions details. Click Delete icon to delete the additional conditions details.	

### 3.3.5.3 Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User 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 saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Back	<p>Click Back to move to the previous screen of Data Enrichment stage.</p>	
Next	<p>Click Next to move to next logical screen of Data Enrichment stage.</p>	

### 3.3.6 Additional Fields

In this section, the user can input in the additional fields implemented by the bank for Import LC Reopen.

Any user defined fields maintained at the bank level should be available in this Additional field details.

### 3.3.6.1 Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	
View LC	User can view the LC summary with the latest LC details values.	
View LC Events	User can view the LC Events.	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	



Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Back	Click Back to move to the previous screen of Data Enrichment stage.	
Next	On click of Next, system should validate if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.	
Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	
View LC	User can view the LC summary with the latest LC details values.	
View LC Events	User can view the LC Events.	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.	
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Back	Click Back to move to the previous screen of Data Enrichment stage.	
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 Advices

DE user can view the Advices generated during Import LC Reopen request. Advices menu displays the advices available under a product code from the back office as tiles. Some of the possible advices could be of LC closure, payment message, etc.

Oracle My Tasks (DEFAULTTIVITY) (PK2) May 8, 2019 SRIDH/sudhamsigma

Import LC Reopen - DataEnrichment : Application No: PK2ILCR000056560

Screen ( 6 )

Advices

Advice : LC_INSTRUMENT	Advice : PAYMENT_MESSAGE
Advice Name : LC_INSTRUMENT	Advice Name : PAYMENT_MESSAGE
Advice Party : ABK	Advice Party :
Party Name : NATIONAL FREIGHT CORP	Party Name :
Suppress : YES	Suppress : NO
Advice	Advice

Reject Refer Hold Cancel Save & Close Back Next

The user can also suppress the Advice, if required.

Advice Details

Advice Details

Suppress Advice

Party ID

032204

Advice Name

TRADE\_ENVELOPE

Party Name

Air Arabia

Medium

MAIL

Advice Party

BEN

FFT Code

+

FFT Code	FFT Description		Action
12FREDCOURSE			

Instructions


+

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

OK Cancel

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

Instruction Details

Field	Description	Sample Values
Instruction Code	User can select the instruction code as a part of free text.	
Instruction Description	Instruction description is populated based on the FFT code selected.	
	Click plus icon to add new instruction code.	
Action	Click Edit icon to edit any existing instruction code.  Click Delete icon to delete any existing instruction code.	

### 3.3.7.1 Action Buttons

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

Field	Description	Sample Values
Documents	Click to View/Upload the required document.  Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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, OBT FPM 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
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 required, 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>	
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>	
Hold	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Back	<p>Click Back to move to the previous screen of Data Enrichment stage.</p>	

Field	Description	Sample Values
Next	Click Next to move to next logical screen of Data Enrichment stage.	

### 3.3.8 Additional Details

DE user can view the additional details available for the Import LC Reopen request. Some of the possible details could be related to

- Limits and Collateral ((Verification Applicable))
- Commission, Charges and Taxes
- Revolving Details
- Preview Messages

Oracle My Tasks (DEFAULTTENITY) (PK2) May 6, 2019 JEE subham@gmail

Import LC Reopen - DataEnrichment :: Application No: PK2ILCR000056571

Screen ( 7 )

**Additional Details**

Limits and Collaterals	Revolving Details	Commission, Charges and...	Preview Messages
Limit Currency : <b>USD</b>	Revolving : <b>No</b>	Charge : <b>GBP 50</b>	Language :
Limit Contribution : <b>10000</b>	Revolving In :	Commission :	Preview Advice : *
Limit Status : <b>Not Verified</b>	Revolving Frequency :	Tax :	
Collateral Currency : <b>GBP</b>		Block Status : <b>Not Initiated</b>	
Collateral :			
Contribution :			
Collateral Status :			

Reject Refer Hold Cancel Save & Close Back Next

#### 3.3.8.1 Limits & Collateral

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

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

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.										

ash Collateral Details

Collateral Percentage \* 0.0

Collateral Currency and amount AED

Exchange Rate 1.0

Account Currency	Settlement Account	Exchange Rate	Collateral %	Contribution Amount	Contribution Amount in Account Currency	Account Balance Check Response	Response Message	View
	0322040001		100	0		NA		1

Deposit Linkage Details

Deposit Account	Deposit Currency	Deposit Maturity Date	Transaction Currency	Deposit Available in Transaction Currency	Linkage Amount(Transaction Currency)	View
No data to display.						

Page 1 (0 of 0 items)

Save & Close Cancel

Click **View** to view the limit details.

Limit Details

Customer Id 001044	Linkage Type * Facility
Contribution % * 1.0	Liability Number * PK2LIAB01
Contribution Currency GBP	Line Id/Linkage Ref No * PK2L01SL1
Limit/Liability Currency GBP	Limits Description
Limit Check Response Available	Contribution Amount * £220.00
Expiry Date	Limit Available Amount £999,999,903.89
Response Message The Earmark can be performed as the f	ELCM Reference Number

Close

Field	Description	Sample Values
Limit Details		
Below fields are displayed on the Limit Details pop-up screen.		



Field	Description	Sample Values
Customer ID	Applicant's/Applicant Bank customer ID will get defaulted.	
Linkage Type	<p>Select the linkage type. Linkage type can be:</p> <ul style="list-style-type: none"> <li>• Facility</li> <li>• Liability</li> </ul> <p>By default Linkage Type should be "Facility".</p>	
Contribution%	<p>System will default this to 100%. User can modify, if contribution is more than 100%. 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>	
Liability Number	<p>Click <b>Search</b> to search and select the Liability Number from the look-up.</p> <p>The list has all the Liabilities mapped to the customer.</p>	
Contribution Currency	The LC currency will be defaulted in this field.	
Line ID/Linkage Ref No	<p>Click <b>Search</b> to search and select the from the various lines available and mapped under the customer id gets listed in the drop down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount.</p> <hr/> <p><b>Note</b></p> <p>User can also select expired Line ID from the lookup and on clicking the verify button, system should default "The Earmarking cannot be performed as the Line ID is Expired" in the "Response Message" field.</p> <p>This field is disabled and read only, if <b>Linkage Type</b> is <b>Liability</b>.</p>	
Line Serial	<p>Displays the serial of the various lines available and mapped under the customer id.</p> <p>This field appears on the Limits grid.</p>	

Field	Description	Sample Values
Limit/ Liability Currency	Limit Currency will be defaulted in this field, when you select the <b>Liability Number</b>	
Limits Description	This field displays the limits description.	
Limit Check Response	Response can be 'Success' or 'Limit not Available' based on the limit service call response.	
Amount to Earmark	This field defaults the amount to earmark value.. Amount to earmark value will default based on the contribution %. User can change the value.	
Expiry Date	This field displays the date up to which the Line is valid	
Limit Available Amount	This field will display the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount. The value in this field appears, if you click the Verify button.	
Response Message	Detailed Response message. The value in this field appears, if you click the Verify button.	
ELCM Reference Number	This field displays the ELCM reference number.	
Below fields appear in the Limit Details grid along with the above fields.		
Line Serial	Displays the serial of the various lines available and mapped under the customer id.	
Edit/View	Click the link to edit/view the Limit Details.	

### 3.3.8.2 Collateral Details

Collateral Details

Total Collateral Amount \*

£627.76

Sequence Number

1.0

Collateral Contribution Amount \*

£313.88

Settlement Account Currency

GBP

Contribution Amount in Account Currency

£313.88

Response

VS

Verify

Collateral Amount to be Collected \*

£627.76

Collateral Split % \*

50.0

▼

▲

Settlement Account \*

PK20012040018

Q

Exchange Rate

1

▼

▲

Account Available Amount

£11,100.00

Response Message

The amount block can be performed as:

✓ Save & Close

✕ Cancel

### 3.3.8.3

Field	Description	Sample Values
Cash Collateral Details		
Collateral Percentage	The percentage of collateral to be linked to this transaction.	
Collateral Currency and amount	System populates the contract currency as collateral currency by default. User can modify the collateral Currency and amount.	
Exchange Rate	System populates the exchange rate maintained. User can modify the collateral Currency and amount. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.	
Collateral Type	Cash Collateral (CASA) will be the defaulted as collateral type.  System defaults the collateral % maintained for the customer into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product.  User can modify the defaulted collateral percentage, in which case system should display an override message "Defaulted Collateral Percentage modified".	
Total Collateral Amount	Read only field.  This field displays the total collateral amount provided by the user.	
Collateral Amount to be Collected	Read only field.  This field displays the collateral amount yet to be collected as part of the collateral split.	
Sequence Number	Read only field.  The sequence number is auto populated with the value, generated by the system.	
Collateral Split %	The collateral split% to be collected against the selected settlement account.	

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

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

Field	Description	Sample Values
Collateral %	<p>User must enter the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message.</p> <p>System defaults the collateral % maintained for the customer into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product.</p> <p>User can modify the defaulted collateral percentage, in which case system should display an override message "Defaulted Collateral Percentage modified".</p>	
Contribution Amount	<p>This field displays the collateral contribution amount.</p> <p>The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.</p>	
Account Balance Check Response	This field displays the account balance check response.	

### 3.3.8.4 Commission, Charges and Taxes

Commission,Charges and Taxes

Recalculate
Redefault

Commission Details

Component	Rate	Mod. Rate	Ccy	Amount	Modified	Defer	Waive	Split	Charge Party	Settl. Acct	Amend
-----------	------	-----------	-----	--------	----------	-------	-------	-------	--------------	-------------	-------

No data to display.

Page 1 (0 of 0 items)
1

Charge Details

Component	Tag currency	Tag Amount	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
-----------	--------------	------------	----------	--------	----------	---------	-------	-------	--------------	--------------------

No data to display.

Page 1 (0 of 0 items)
1

Tax Details

Component	Type	Value Date	Ccy	Amount	Billing	Defer	Settl. Acct
-----------	------	------------	-----	--------	---------	-------	-------------

No data to display.

Save & Close
Cancel

### Commission Details

If default commission is available under the product, it should be defaulted here with values.

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.	
Modified Rate	From the default value, if the rate or amount is changed, the modified value gets updated in the modified amount field.	
Currency	Defaults the currency in which the commission needs to be collected.	
Amount	An amount that is maintained under the product code defaults in this field.	
Modified Amount	Read only.	
Billing	If charges/commission is handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.	
Defer	The check box is selected if charges/commissions has to be deferred and collected at any future step.	
Waive	The check box is selected to waive the charges/commission.  Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.  If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.	
Charge Party	Charge party will be 'Applicant' by Default.	
Settlement Account	Details of the Settlement Account.	
Amend	The value is auto-populated as the commission can be amended or not.	

### 3.3.8.5 Charges

In Additional Details section, 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.

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

Field	Description	Sample Values
Component	Charge Component type.	
Tag Currency	Defaults the tag currency in which the charges have to be collected.	
Tag Amount	Defaults the tag amount that is maintained under the product code gets defaulted in this field. User can edit the value, if required.	
Currency	Defaults the currency in which the charges have to be collected.	
Amount	An amount that is maintained under the product code gets defaulted in this field.	
Modified Amount	Read only.	
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>This check box is selected, if charges have to be deferred and collected at any future step.</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 is 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	



Field	Description	Sample Values
Settlement Account	Details of the settlement account.	

### 3.3.8.6 Tax Details

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

This section displays the tax details:

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

### 3.3.8.7 Preview Message

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

View Messages

Review - SWIFT Message

LanguageEnglish

Message Status

Message Type

Repair Reason

Preview - Mail Advice

LanguageEnglish

Message Status

Advice Type

Repair Reason

View Message

Preview Message

Save & Close

Cancel

### 3.3.9 The Preview section consists of following.

Field	Description	Sample Values
Preview SWIFT Message		
Language	Read only field. English is a default selected language.	
Message Type	Select the message type.	
Message Status	Read only field. Display the message status of draft message of import LC details.	
Repair Reason	Read only field. Display the message repair reason of draft message of import LC details.	
Preview Message	Display a preview of the draft message.	
Preview Mail Device		
Language	Read only field. English is a default selected language.	
Advice Type	Select the advice type.	
Message Status	Read only field. Display the message status of draft message of import LC details.	
Repair Reason	Read only field. Display the message repair reason of draft message of liquidation details.	
Preview Message	This toggle enables the user to select if draft confirmation is required or not	

#### 3.3.9.1 Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User 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 saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Back	<p>Click Back to move to the previous screen of Data Enrichment stage.</p>	
Next	<p>Click Next to move to next logical screen of Data Enrichment stage.</p>	

### 3.3.10 Settlement Details

The user can view the settlement details for Import LC Reopen request. The following are the list of fields to be displayed.

Oracle Settlement Details screen showing a table of settlement details for Import LC Reopen request.

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AILUR_COM1_LIQD	AED	Debit	0322040001	Air Arabia	AED	No	No
AILUR_COM2_LIQD	AED	Debit	0322040001	Air Arabia	AED	No	No
AILUR_COMM_LIQD	AED	Debit	0322040001	Air Arabia	AED	No	No
COLLAMT_OSEQ	AED	Debit	0322040001	Air Arabia	AED	No	Yes
COLLAMNDAMTEQ	AED	Debit	0322040001	Air Arabia	AED	No	No
COLLAMT	AED	Debit	0322040001	Air Arabia	AED	No	No
COLLAMTEQ	AED	Debit	0322040001	Air Arabia	AED	No	No
COLLAMT_DECR	AED	Credit	0322040001	Air Arabia	AED	No	No
COLLAMT_INCR	AED	Debit	0322040001	Air Arabia	AED	No	No
COLL_AVALAMTEQ	AED	Credit	0322040001	Air Arabia	AED	No	No

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.	
Component	System populates the components based on the product selected.	
Currency	System displays the currency for the component.	
Debit/Credit	System defaults the debit/credit indicators for the components	
Account	System defaults the value based on the product selected.	
Account Description	System displays the account description for the account chosen.	
Account Currency	System displays the account currency for all items based on account number	
Netting Indicator	System displays the netting indicator applicable.	
Current Event	System displays the the current event as Y or N.	

### 3.3.10.1 Action Buttons

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

Field	Description	Sample Values
Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User 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 saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Back	<p>Click Back to move to the previous screen of Data Enrichment stage.</p>	
Next	<p>Click Next to move to next logical screen of Data Enrichment stage.</p>	

### 3.3.11 Summary

User can review the summary of details updated in Data Enrichment stage Import LC Reopen request.



As part of summary screen, the user can see the summary tiles. The tiles should display a list of important fields with values and the user can drill down from summary Tiles into respective data segments.

**Summary**

Main	Availability	Payment	Documents and Conditions
Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2019-05-06</b> Date of Expiry : <b>2019-08-04</b> Place of Expiry : <b>IN</b>	Available With : <b>TEST</b> Available By : <b>PAYMENT</b> Port of Loading : Port of Discharge :	Period of Present. : <b>21</b> Confirmation Instr. : <b>WITHOUT</b>	Document 1 : <b>AIRDOC</b> Document 2 : <b>AIRWAY</b> Document 3 : <b>BOL</b> Document 4 : <b>INSDOC</b> Document 5 : <b>INVDOC</b>
Additional Fields	Advices	Revolving Details	Limits and Collaterals
Click here to view Additional fields :	Advice 1 : <b>LC_INSTRUM</b> Advice 2 : <b>PAYMENT_ME</b>	Revolving : <b>N</b> Revolving In : Revolving Frequency :	Limit Currency : Limit Contribution : Limit Status : <b>Not Verified</b> Collateral Currency : <b>GBP</b> Collateral Contr. : Collateral Status : <b>Not Verified</b>
Commission, Charges and Taxes	Preview Messages	Party Details	Settlement Details
Charge : <b>GBP50</b> Commission : Tax : Block Status : <b>Not Initia</b>	Language : <b>ENG</b> Preview Message : *	Advising Bank : <b>NATIONAL F</b> Beneficiary : <b>PREETHI3</b> Applicant : <b>PREETHI2</b>	Component : <b>OTHBNKCHG</b> Account Number : <b>PK10000151</b> Currency : <b>GBP</b>
Accounting Details	Compliance		
Event : <b>ROPN</b> Account Number : <b>620000001</b> Branch : <b>PK2</b>	KYC : <b>Not Initia</b> Sanctions : <b>Not Initia</b> AML : <b>Not Initia</b>		

**Buttons:** Reject, Refer, Hold, Cancel, Save & Close, Back, Next

### Tiles Displayed in Summary

- Main Details - User can view details about application details and LC details.
- Availability - User can view already captured availability details.
- Party Details - User can view party details like applicant, advising bank etc.,
- Documents and Conditions: User can to view the details of documents and conditions.
- Additional Details – User can view the additional details
- Advices: User can view the advice details.
- Payment: User can see all details related to payment.
- Limits and Collaterals: User can see captured details of limits and collateral.
- Commission, Charges and Taxes: User can see details provided for commission, charges and taxes.
- Revolving Details: User can drill down into revolving details tile to see more information on revolving LC, if applicable.
- Preview Messages: User can see the SWIFT message and Mail Advice.
- Settlement Details: User can see the Settlement details.
- Compliance: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User should be able to view 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.

### 3.3.11.1 Action Buttons

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

Field	Description	Sample Values
Documents	<p>Click to View/Upload the required document.</p> <p>Application displays 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	User can capture remarks as well as see remarks made in the earlier screens/stages.	
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>	
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 required, system should display all the signatures.</p>	

Field	Description	Sample Values
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Refer	<p>User 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 saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	
Cancel	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>	
Save & Close	<p>Save the details provided and holds the task in 'My Task' queue for further update.</p> <p>This option will not submit the request.</p>	
Back	<p>Click Back to move to the previous screen of Data Enrichment stage.</p>	
Submit	<p>Task will move to next logical stage of Import LC Reopen.</p> <p>If mandatory fields have not been captured, system will display an error message highlighting that the mandatory fields have to be updated. In case of duplicate documents' system will terminate the process after handing off the details to back office.</p>	

On submit of DE Stage, if Limits Earmark or Amount block fails, system should park the task in Limit Exception stage or Amount Block exception stage as required.

## 3.4 Multi Level Approval

This stage allows the approver user to review and approve the Import LC Reopen request.

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

### 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 Summary

Free Tasks

( DEFAULTTENTITY )
(PK2) May 6, 2019
JEEV subham@gmail

Import LC Reopen - Approval Task Level 1 :: Application No: PK2ILCR000056560

Main

Availability

Payment

Documents and Conditions

Additional Fields

Import of LC : **IRREVOCABLE**  
Commission Mode : **Desk**  
Date of Issue : **2019-05-06**  
Date of Expiry : **2019-08-04**  
Date of Expiry : **IN**

Available With : **TEST**  
Available By : **PAYMENT**  
Port of Loading :  
Port of Discharge :

Period of Present. : **21**  
Confirmation Instr. : **WITHOUT**

Document 1 : **AIRDOC**  
Document 2 : **AIRWAY**  
Document 3 : **BOL**  
Document 4 : **INSDOC**  
Document 5 : **INVDOC**

Click here to view Additional fields

Advices

Revolving Details

Limits and Collaterals

Commission,Charges and Taxes

Preview Messages

Advice 1 : **LC\_INSTRUM**  
Advice 2 : **PAYMENT\_ME**

Revolving : **N**  
Revolving In :  
Revolving Frequency :

Limit Currency :  
Limit Contribution :  
Limit Status : **Not Verified**  
Collateral Currency : **GBP**  
Collateral Contr. :  
Collateral Status : **Not Verified**

Charge : **GBP50**  
Commission :  
Tax :  
Block Status : **Not Initia**

Language : **ENG**  
Preview Message :

Settlement Details

Accounting Details

Party Details

Compliance

Component : **OTHBNKCHG\_**  
Account Number : **PK10000151**  
Currency : **GBP**

Event : **ROPN**  
Account Number : **520000002**  
Branch : **PK2**

Applicant : **PREETHI2**  
Advising Bank : **NATIONAL F**  
Beneficiary : **PREETHI3**

KYC : **Not Initia**  
Sanctions : **Not Initia**  
AML : **Not Initia**

Edit

Reject Hold Refer Cancel Approve

### Tiles Displayed in Summary

- Main Details - User can view details about application details and LC details.
- Availability - User can view already captured availability details.
- Payments - User can view all details related to payments.
- Party Details - User can view party details like applicant, advising bank etc.,
- Documents and Conditions: User can to view the details of Documents and Conditions.
- Additional Fields: User can view the additional fields if it has been implemented by the bank.
- Advices: User can view the advice details
- Limits and Collaterals: User can see captured details of limits and collateral.
- Commission, Charges and Taxes: User can see details provided for commission, charges and taxes.
- Revolving Details: User can drill down into revolving details.
- Preview Messages: User should be able to see the preview details grid.
- Settlement Details: User can see the Settlement details.

- Compliance Details: User can see the compliance details tiles. The status should be verified for KYC, AML and Sanction Checks.
- Accounting Details: User should be able to view 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.

### 3.4.1.1 Action Buttons

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

Field	Description	Sample Values
Documents and Check-list	<p>User should be able to verify already attached documents.</p> <p>Based on the transaction value, there can be one or more approvers.</p> <p>After verification and approval the transaction gets approved and if there are additional approvals, the task will move to the next approver. After all approvals, the system will hand-off the transaction details to the back end system for posting.</p>	
Remarks	The user can view the remarks captured in the process during earlier stages.	
Reject	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others.</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>	
Hold	<p>The details provided will be registered and status will be on hold.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>	

Field	Description	Sample Values
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 approval.	
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.	

### 3.5 Customer - Acknowledgement Format

Customer Acknowledgment is generated every time a new Import LC Reopen is requested from the customer. The acknowledgment letter format is as follows:

To:

<CUSTOMER NAME>

DATE: DD-MM-YYYY

<CUSTOMER ADDRESS>

Dear Sir,

SUB: Acknowledgement to your Import LC Reopen request dated <APPLICATION DATE>

This letter is to inform you that we have received your application for Export LC Transfer Amendment with the below details:

Applicant: XXXX

Beneficiary: XXXX

Currency: XXXX

Amount: XXXX

Issue Date: XXXX

We have registered your request. Please quote our reference < PROCESS REF NUMBER> in any future correspondence.

This acknowledgement does not constitute Reopen of LC.

Thank you for banking with us.

Regards,

<DEMO BANK>

## 3.6 Customer - Reject Format

Reject Letter is generated by the system and addressed to the customer, when a task is rejected by the user. The Reject Letter format is as follows:

FROM:

<BANK NAME>

<BANK ADDRESS>

TO:

DATE <DD/MM/YYYY>

<CUSTOMER NAME>

<CUSTOMER ADDRESS>

<CUSTOMER ID>

Dear Sir,

SUB: Your LC Application <Customer Reference Number> under our Process Ref  
<Process Ref No> - Rejected

Further to your recent LC reopen application request dated <Application Date -DD/MM/YYYY>, under our process ref no <process ref no>, this is to advise you that we will not be able to reopen the required LC.

After a thorough review of your application and the supporting documents submitted, we have concluded we will not be able to issue the LC due to the below reason

<1. Reject Reason >

<2. Reject Reason >

<3. Reject Reason >

On behalf of Demo Bank, we thank you for your ongoing business and trust we will continue to serve you in future.

For any further queries about details of your LC application review, please contact us at our bank customer support ph.no xxxxxxxxxxxx

Yours Truly

Authorized Signatory

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