

# Oracle® Banking Credit Facilities Process Management Collateral Liquidation User Guide



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ORACLE®

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# 1

## Preface

### 1.1 Purpose

This guide is designed to help the user to quickly get acquainted with the Customer Standard Instructions maintenance process.

### 1.2 Audience

This guide is intended for the central administrator of the Bank who controls the system and application parameters and ensures smooth functionality and flexibility of the banking application.

### 1.3 Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <https://www.oracle.com/corporate/accessibility/>.

#### **Access to Oracle Support**

Oracle customer access to and use of Oracle support services will be pursuant to the terms and conditions specified in their Oracle order for the applicable services.

### 1.4 Critical Patches

Oracle advises customers to get all their security vulnerability information from the Oracle Critical Patch Update Advisory, which is available at [Critical Patches, Security Alerts and Bulletins](#). All critical patches should be applied in a timely manner to ensure effective security, as strongly recommended by [Oracle Software Security Assurance](#).

### 1.5 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.

### 1.6 Conventions

The following text conventions are used in this document:

Table 1-1 Conventions

|                           |                                                                                                                                        |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <div>Meaning</div>        |                                                                                                                                        |
| <div><b>B</b></div>       | Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.         |
| <div><i>i</i></div>       | Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.                          |
| <div><code>m</code></div> | Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter. |

## 1.7 Related Resources

For more information on any related features, refer to the following documents

- Oracle Banking Security Management System User Guide*
- Routing Hub Configuration User Guide*
- Oracle Banking Getting Started User Guide*

## 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 Acronyms and Abbreviations

The list of the acronyms and abbreviations used in this guide are as follows:

Table 1-2 Acronyms and Abbreviations

| Abbreviation | Description                     |
|--------------|---------------------------------|
| System       | Core Maintenance Module         |
| NLP          | Natural Language Processing     |
| REST         | Representational State Transfer |

## 1.10 Basic Actions

Table 1-3 Basic Actions

| Action                      | Description                                                                                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Approve</b>              | Used to approve the initiated report.<br>This button is displayed, once the user click <b>Authorize</b> .                                                                                       |
| <b>Audit</b>                | Used to view the maker details, checker details, and report status.                                                                                                                             |
| <b>Authorize</b>            | Used to authorize the report created.<br>A maker of the screen is not allowed to authorize the report. Only a checker can authorize a report, created by a maker.                               |
| <b>Close</b>                | Used to close a record.<br>This action is available only when a record is created.                                                                                                              |
| <b>Confirm</b>              | Used to confirm the performed action.                                                                                                                                                           |
| <b>Cancel</b>               | Used to cancel the performed action.                                                                                                                                                            |
| <b>Compare</b>              | Used to view the comparison through the field values of old record and the current record.<br>This button is displayed in the widget, once the user click <b>Authorize</b> .                    |
| <b>Collapse All</b>         | Used to hide the details in the sections.<br>This button is displayed, once the user click <b>Compare</b> .                                                                                     |
| <b>Expand All</b>           | Used to expand and view all the details in the sections.<br>This button is displayed, once the user click <b>Compare</b> .                                                                      |
| <b>New</b>                  | Used to add a new record.<br>When the user click <b>New</b> , the system displays a new record enabling to specify the required data.                                                           |
| <b>OK</b>                   | Used to confirm the details in the screen.                                                                                                                                                      |
| <b>Save</b>                 | Used to save the details entered or selected in the screen.                                                                                                                                     |
| <b>View</b>                 | Used to view the report details in a particular modification stage.<br>This button is displayed in the widget, once the user click <b>Authorize</b> .                                           |
| <b>View Difference only</b> | Used to view a comparison through the field element values of old record and the current record, which has undergone changes.<br>This button is displayed, once the user click <b>Compare</b> . |
| <b>Unlock</b>               | Used to update the details of an existing record.<br>System displays an existing record in editable mode.                                                                                       |

## 1.11 Symbols and Icons

The following symbols and icons are used in the screens.

Table 1-4 Symbols and Icons - Common

| Symbol/Icon                                                                         | Function                        |
|-------------------------------------------------------------------------------------|---------------------------------|
|    | Minimize                        |
|    | Maximize                        |
|    | Close                           |
|    | Perform Search                  |
|  | Open a list                     |
|  | Add a new record                |
|  | Navigate to the first record    |
|  | Navigate to the last record     |
|  | Navigate to the previous record |

Table 1-4 (Cont.) Symbols and Icons - Common

| Symbol/Icon                                                                         | Function                                                       |
|-------------------------------------------------------------------------------------|----------------------------------------------------------------|
|    | Navigate to the next record                                    |
|    | Grid view                                                      |
|    | List view                                                      |
|    | Refresh                                                        |
|  | Click this icon to add a new row.                              |
|  | Click this icon to delete an existing row.                     |
|  | Click to view the created record.                              |
|  | Click to modify the fields.                                    |
|  | Click to unlock, delete, authorize or view the created record. |

**Table 1-5 Symbols and Icons - Audit Details**

| Symbol/Icon                                                                       | Function                      |
|-----------------------------------------------------------------------------------|-------------------------------|
|  | A user                        |
|  | Date and time                 |
|  | Unauthorized or Closed status |
|  | Authorized or Open status     |

**Table 1-6 Symbols and Icons - Widget**

| Symbol/Icon                                                                         | Function            |
|-------------------------------------------------------------------------------------|---------------------|
|  | Open status         |
|  | Unauthorized status |
|  | Closed status       |
|  | Authorized status   |

# 2

## Introduction

### 2.1 About Collateral Liquidation

A brief introduction to the Collateral Liquidation process in OBCFPM.

As part of Credit Portfolio management, whenever the customer's liability account/contract is not performing well or overdue, the underlying collateral linked to the transaction accounts must be liquidated and the accounts must be settled. The various activities performed in the Collateral Liquidation process are:

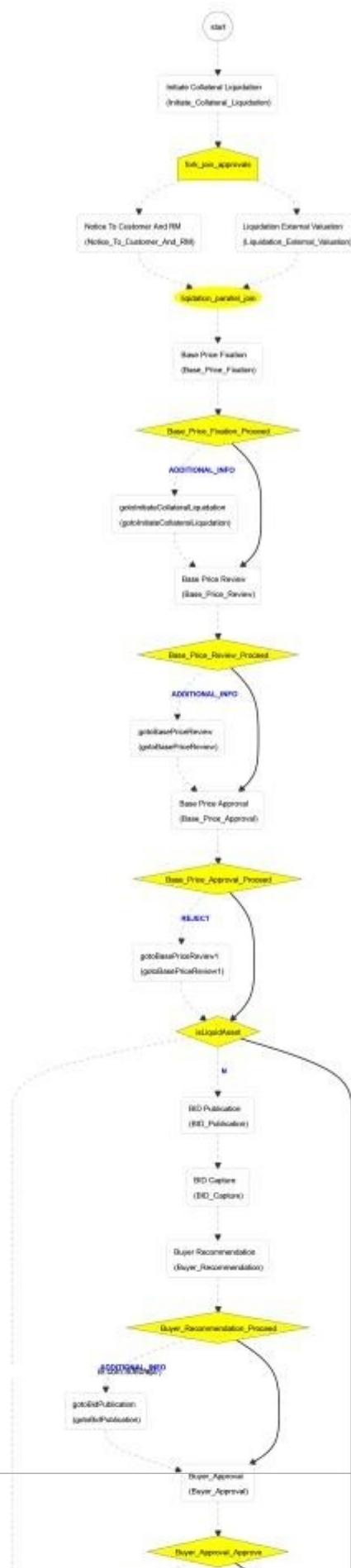
- Capturing liquidation details
- Sending liquidation notice to the customer
- Valuating collateral
- Fixing collateral base price
- Bid publication and identifying buyer
- Settlement of non-performing account based on proceeds from buyer
- Field investigation
- Transfer of asset to the Buyer

The Collateral Liquidation process has the following stages handled by users authorized to perform the task under those stages.

1. Collateral Liquidation Initiation
2. Notice to Customer And RM
3. External Valuation
4. Base Price Fixation
5. Base Price Review
6. Base Price Approval
7. Bid Publication
8. Bid Capture
9. Buyer Recommendation
10. Buyer Approval
11. Buyer Confirmation
12. Document Retrieval
13. Asset Transfer to Buyer
14. Assignment of Settlement Account
15. Fund Allocation and Liquidation
16. Await for Collateral Release

The flowchart illustrating the stages in Collateral Liquidation process is provided below for reference.

Figure 2-1 Collateral Liquidation - Process Flow Diagram



# 3

## Collateral Liquidation Initiation

### 3.1 Collateral Liquidation Initiation

Detailed Information about the Collateral Liquidation Initiation stage in Collateral Liquidation process.

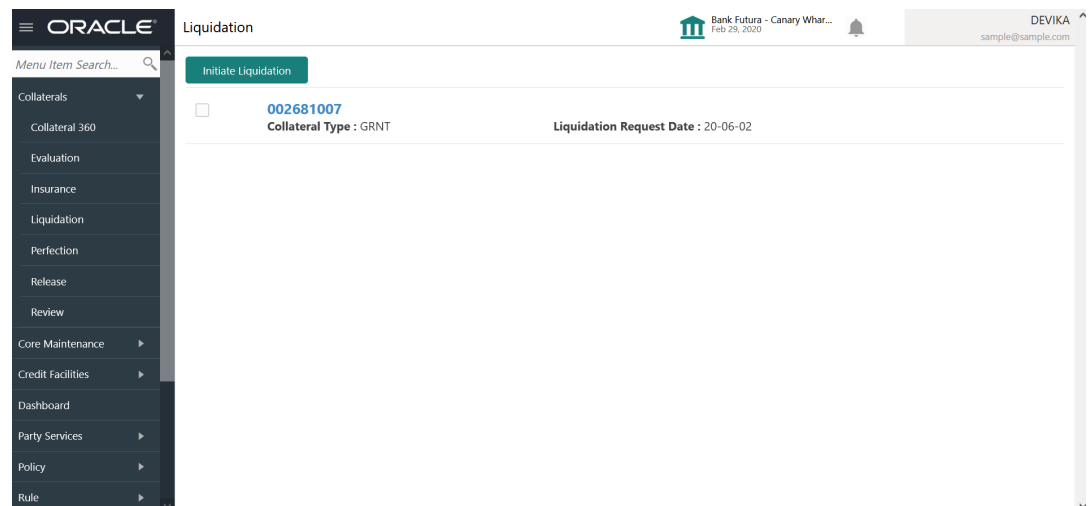
Collateral Liquidation process can be triggered from both the mid-office and back-office systems based on the performance of the account to which the collateral is linked. In case of back-office system, the system lists the task in the free task queue once the collateral liquidation task is initiated. The user must acquire and edit the task from the Free Tasks menu.

To initiate Liquidation Process in OBCFPM:

1. Navigate to **Collaterals > Liquidation** from the left menu.

The **Liquidation Initiation** screen is displayed.

**Figure 3-1 Liquidation Initiation**



2. Select the required collateral and click **Initiate Liquidation**.

The **Collateral Liquidation Initiation - Collateral Details** screen is displayed.

- **Collateral Details**  
Detailed information about the Collateral Details data segment in Collateral Liquidation Initiation stage.
- **Commodity**  
Detailed information about the Commodity data segment in Collateral Liquidation Initiation stage.
- **Seniority**  
Detailed information about the Seniority data segment in Collateral Liquidation Initiation stage.

- [Linked Transaction](#)  
Detailed information about the Linked Transaction data segment in Collateral Liquidation Initiation stage.
- [Liquidation Details](#)  
Detailed information about the Liquidation Details data segment in Collateral Liquidation Initiation stage.
- [Comments](#)  
Detailed information about the Comments data segment in Collateral Liquidation Initiation stage.

### 3.1.1 Collateral Details

Detailed information about the Collateral Details data segment in Collateral Liquidation Initiation stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

**Figure 3-2 Initiation - Collateral Details**

Collateral Liquidation - Initiate Collateral Liquidation

Collateral Details

Screen ( 1 / 6 )

**Customer details**

**Collateral details**

|                                                      |                                                  |                                  |                                                               |
|------------------------------------------------------|--------------------------------------------------|----------------------------------|---------------------------------------------------------------|
| Collateral Type<br><b>Commodity</b>                  | Collateral Category<br>ELCM - COMMODITYMANUAL... | Collateral Subcategory           | Agreed Collateral Value<br>USD100,000.00                      |
| Purpose Of Collateral *<br>Replacement Of Collateral | Collateral Description *<br>desc                 | Seniority of Charge *<br>PRIMARY | Collateral Start and End Date *<br>Aug 1, 2021 ↔ Aug 31, 2025 |
| Charge Type                                          | External Collateral ID<br>REF676767              |                                  |                                                               |

**Ownership details**

|                          |                                                             |
|--------------------------|-------------------------------------------------------------|
| Ownership Type<br>Single | Is Shareable Across Customers ?<br><input type="checkbox"/> |
|--------------------------|-------------------------------------------------------------|

Hold Back Next Save & Close Cancel

- View the Collateral Details and click **Next**.

The **Initiation - Account Receivables / Accounts Contracts / Aircraft / Bill Of Exchange / Bond / Cash Collaterals / Commercial Paper / Commodity / Corporate Deposits / Crop / Fund / Guarantee / Insurance / Inventory / Machine / Miscellaneous / Other Bank Deposits / PDC / Perishable / Precious Metals / Promissory Note / Property / Ship / Stock / Vehicle** screen is displayed based on the selected collateral type.

### 3.1.2 Commodity

Detailed information about the Commodity data segment in Collateral Liquidation Initiation stage.

The system allows you to liquidate the collateral amount in partial or full. In this data segment, you can view the collateral specific details captured in Collateral Perfection or Collateral Review process and capture the collateral details for liquidation.

Upon clicking **Next** in the **Initiation - Collateral Details** screen, the collateral type data segment is displayed based on the collateral selected for liquidation. In this User Guide, Commodity type collateral is shown as example.

**Figure 3-3 Initiation - Commodity**

Oracle My Tasks ( DEFAULTTENTITY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - Initiate Collateral Liquidation Screen ( 2 / 6)

Commodity

Collateral Details

+ Issuer Reference Number: IR896 Currency: USD Total Amount: \$12,000,000.00

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

Hold Back Next Save & Close Cancel

1. To update the collateral details, click the action icon in the collateral record and select the required option.

The **Initiation - Configure - Account Receivables / Accounts Contracts / Aircraft / Bill Of Exchange / Bond / Cash Collaterals / Commercial Paper / Commodity / Corporate Deposits / Crop / Fund / Guarantee / Insurance / Inventory / Machine / Miscellaneous / Other Bank Deposits / PDC / Perishable / Precious Metals / Promissory Note / Property / Ship / Stock / Vehicle** screen is displayed.

**Figure 3-4 Initiation - Commodity**

Configure

Commodity

Covenants Documents

Commodity

Commodity Details

Item Reference Number \* IR896

Item Description \* good quality

Currency \* USD

Amount in Collateral Currency USD12,000,000.00

Commodity Type Rainfed

Quantity \* 12

Unit Price \* \$1,000,000.00

Lien Detail

Item Code \* bridge

Quantity In Kg

Total Amount USD12,000,000.00

Storage Details

Storage Location chn

Storage Charges 12,000

Insurance Coverage 3,000

Remarks good

Back Next

 **Note:**

You can capture only the liquidation specific details in the above screen.

2. Capture the collateral details for liquidation.  
For field level information, refer the following tables.

**Table 3-1 Commodity - Commodity Details - Field Description**

| Field                                | Description                                                                                                                              |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Item Reference Number</b>         | Collateral reference number provided at the time of collateral creation is displayed.                                                    |
| <b>Commodity Type</b>                | <b>Commodity Type</b> selected at the time of collateral creation in the Collateral Evaluation / Perfection process is displayed.        |
| <b>Item code</b>                     | <b>Item code</b> of the commodity is displayed.                                                                                          |
| <b>Quantity</b>                      | Specify the <b>Quantity</b> of commodity for liquidation.                                                                                |
| <b>Quantity In</b>                   | Select the unit in which the commodity is measured from the drop down list.                                                              |
| <b>Currency</b>                      | The <b>Currency</b> in which the commodity price is captured.                                                                            |
| <b>Unit price</b>                    | The <b>Unit Price</b> of the commodity specified at the time of collateral creation is displayed.                                        |
| <b>Total Amount</b>                  | Total Amount is calculated by multiplying the <b>Unit Price</b> with the <b>Quantity</b> .                                               |
| <b>Amount in Collateral Currency</b> | If the commodity currency is different from the collateral currency, the total amount is converted to collateral currency and displayed. |
| <b>Lien Detail</b>                   | Capture the <b>Lien Detail</b> .                                                                                                         |

**Table 3-2 Commodity - Storage Details - Field Description**

| Field                     | Description                                                                                                                  |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>Storage Location</b>   | <b>Storage Location</b> captured at the time of collateral creation is displayed. You can modify this, if required.          |
| <b>Storage Charges</b>    | <b>Storage Charges</b> specified at the time of collateral creation is displayed. You can modify this, if required.          |
| <b>Insurance Coverage</b> | <b>Insurance Coverage</b> value specified at the time of collateral creation is displayed. You can modify this, if required. |

3. Capture **Remarks** for the collateral liquidation and click **Next**.  
The **Initiation - Configure - Covenants** screen is displayed.

 **Note:**

In this User Guide, only collateral liquidation details are provided. For information on adding Covenants and Documents, refer Collateral Evaluation or Collateral Perfection User guide.

4. Click **Next** and navigate to **Documents** menu.
5. Upload or manage documents, if required.

6. Click **Submit**

The **Configuration** screen is closed.

7. After capturing collateral details for liquidation, click **Next** in the **Initiation - Commodity** screen.

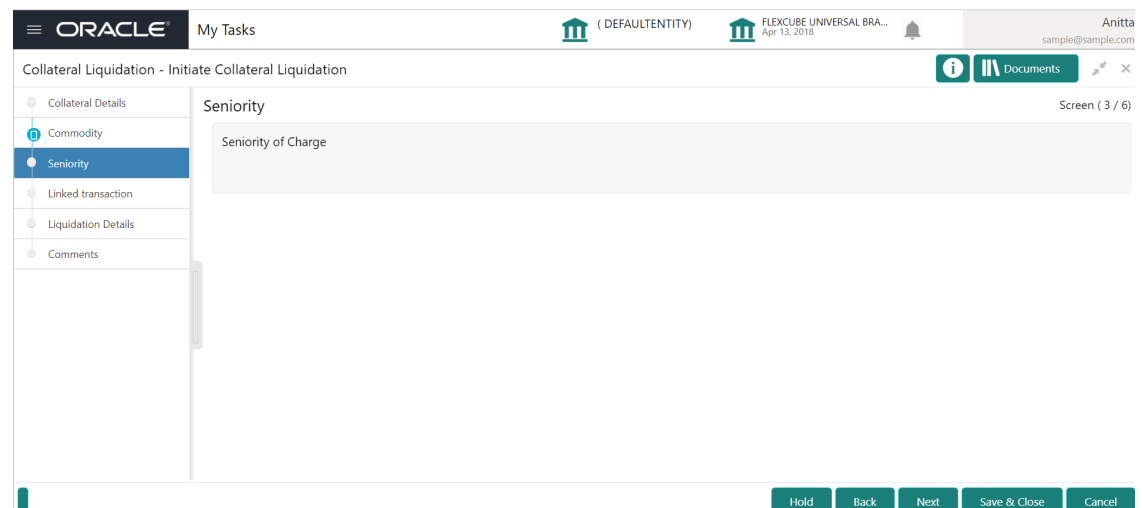
The **Initiation - Seniority** screen is displayed.

### 3.1.3 Seniority

Detailed information about the Seniority data segment in Collateral Liquidation Initiation stage.

The Seniority data segment displays the collateral's seniority of charge details. If the bank's charge on collateral is second or third charge, all the pervious charge details is also displayed. Upon clicking **Next** in the **Initiation - Commodity** screen, the Seniority data segment is displayed.

**Figure 3-5 Initiation - Seniroyty**



- View the Seniroyty details and click **Next**.

The **Initiation - Linked Transaction** screen is displayed.

### 3.1.4 Linked Transaction

Detailed information about the Linked Transaction data segment in Collateral Liquidation Initiation stage.

The Linked Transaction data segment displays all the transactions linked to the collateral along with its status. This information is fetched from the back-office system.

**Figure 3-6 Initiation - Linked Transaction**

ORACLE My Tasks ( DEFAULTTENTY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - Initiate Collateral Liquidation Screen ( 4 / 6)

Collateral Details  
Commodity  
Seniority  
**Linked transaction**  
Liquidation Details  
Comments

**Linked transaction**

Transaction Reference No: 000TRNS000342  
Linkage Amount: \$250,000.00  
Facility ID: F24523335  
Amount Settled: \$0.00  
Transaction Amount: \$250,000.00  
View

Hold Back Next Save & Close Cancel

1. To view the detailed information about the transaction, click the action icon in the transaction record and select **View**.

The **Linked Transaction** screen is displayed.

**Figure 3-7 Linked Transaction**

Linked Transaction

|                              |                    |                      |
|------------------------------|--------------------|----------------------|
| Transaction Reference No     | Facility ID        | Customer Name        |
| 000TRNS000342                | F24523335          | ACME Corporation     |
| Transaction Description      | Transaction Status | Transaction Currency |
| Facility for Short Term Loan | Active             | USD                  |
| Transaction Amount           | Amount Settled     | Linkage Amount       |
| USD \$250,000.00             | USD \$100.00       | USD \$250,000.00     |
| Utilized Amount              | Available Amount   |                      |
| USD \$250,000.00             | USD \$100.00       |                      |

Cancel

For information on fields in the **Initiation - Linked Transaction Details** screen, refer the below table.

**Table 3-3 Initiation - Linked Transaction Details**

| Fields/ Icons                   | Description                                                                             |
|---------------------------------|-----------------------------------------------------------------------------------------|
| <b>Transaction Reference No</b> | Displays the <b>Transaction Reference Number</b> that is associated with the collateral |
| <b>Facility Id</b>              | Displays the <b>Facility ID</b> that is associated with the transaction                 |

**Table 3-3 (Cont.) Initiation - Linked Transaction Details**

| Fields/ Icons                  | Description                                                                         |
|--------------------------------|-------------------------------------------------------------------------------------|
| <b>Customer Name</b>           | Displays the <b>Customer name</b> for whom the transaction is cre-ated              |
| <b>Transaction Description</b> | Displays the detailed description about the transaction                             |
| <b>Transaction Status</b>      | Displays the current status of the transaction                                      |
| <b>Transaction Currency</b>    | Displays the transaction currency                                                   |
| <b>Transaction Amount</b>      | Displays the value of the transaction                                               |
| <b>Amount Settled</b>          | Displays the total amount settled so far for the transaction                        |
| <b>Linkage Amount</b>          | Displays the collateral amount that is linked with the transaction                  |
| <b>Utilized Amount</b>         | Displays the amount that is utilized against the collateral                         |
| <b>Available Amount</b>        | Displays the collateral amount that is available for linkage against the collateral |

- To exit the **Linked Transaction** screen, click **Cancel**.
- After viewing the linked transaction details, click **Next** in the **Initiation - Linked Transaction** screen.

The **Initiation - Liquidation Details** screen is displayed.

### 3.1.5 Liquidation Details

Detailed information about the Liquidation Details data segment in Collateral Liquidation Initiation stage.

The Liquidation Details data segment allows you to capture all the attributes pertaining to the Collateral Liquidation. Upon clicking **Next** in the **Initiation - Linked Transaction** screen, the Liquidation Details data segment is displayed.

**Figure 3-8 Initiation - Liquidation Details**

The screenshot displays the Oracle Collateral Liquidation - Initiate Collateral Liquidation screen. The sidebar on the left shows the navigation menu with 'Liquidation Details' selected. The main content area is titled 'Liquidation Details' and includes the following fields and controls:

- Liquidation Date \***: A date picker showing 'Nov 20, 2021'.
- Reason For Liquidation \***: A text input field containing 'Additional one'.
- Liquidation Description \***: A text input field containing 'desc'.
- Refer External Valuation \***: A toggle switch currently set to 'On'.
- Refer Last Review Price \***: A toggle switch currently set to 'Off'.

At the bottom of the screen, there are five buttons: 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

- Specify the liquidation details.

For information on fields in the **Initiation - Liquidation Details** screen, refer the below table.

**Table 3-4 Initiation - Liquidation Details**

| Fields/ Icons                   | Description                                                                              |
|---------------------------------|------------------------------------------------------------------------------------------|
| <b>Liquidation Date</b>         | Select a date on which the liquidation request is captured.                              |
| <b>Refer External Valuation</b> | Enable this flag, if External valuation is to be done for the Collateral.                |
| <b>Refer Last Review Price</b>  | Enable this flag, if the Last Valuation has to be referred instead of a fresh valuation. |
| <b>Reason for Liquidation</b>   | Specify the reason for liquidating the collateral.                                       |
| <b>Liquidation Description</b>  | Provide a brief description for the liquidation.                                         |

- After capturing the liquidation details, click **Next**.

The **Initiation - Comments** screen is displayed.

### 3.1.6 Comments

Detailed information about the Comments data segment in Collateral Liquidation Initiation stage.

This data segment allows you to capture overall comments for the Collateral Liquidation Initiation stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking **Next** in the **Initiation - Liquidation Details** screen, the Comments data segment is displayed.

**Figure 3-9 Initiation - Comments**

The screenshot shows the Oracle Collateral Liquidation - Initiate Collateral Liquidation screen. The sidebar on the left contains navigation options: Collateral Details, Commodity, Seniority, Linked transaction, Liquidation Details, and Comments (which is currently selected). The main area is titled 'Comments' and features a large text box for entering comments. Below the text box is a 'Post' button. A list of previous comments is displayed below the text box, showing a comment from 'Anitta' on '16 Nov '21' at '11:06:47' with the text 'Initiate Collateral Liquidation' and 'initiation completed'. A green success message 'Success Comment posted Successfully' is visible in the top right corner. At the bottom of the screen, there are buttons for 'Hold', 'Back', 'Next', 'Save & Close', 'Submit', and 'Cancel'.

- Type the comments for the Initiation stage in the **Comments** text box.
- Click **Post**. Comments are posted below the Comments text box.
- To submit the initiation task, click **Submit**.

The **Checklist** window is displayed.

**Figure 3-10 Initiation - Checklist**

Checklist

No items to display.

Page 1 (0 of 0 items) | < 1 >

\* Outcome Enter Outco ▼

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the **Outcome** as **Proceed** and click **Submit**.

The application is moved to the next stage.

# 4

## Notice to Customer and RM

### 4.1 Notice to Customer and RM

Detailed Information about the Notice to Customer and RM stage in Collateral Liquidation process.

When the Bank decides on liquidating collateral and post the Liquidation request is registered, a Notice stating that the Collateral will be liquidated and the proceeds will be used to settle the accounts must be sent to the Customer and his RM. In the Notice to Customer and RM stage, the Liquidation notice is generated and sent to the customer's preferred communication medium.

- [Collateral details](#)  
Detailed information about the Collateral Details data segment in the Notice to Customer and RM stage.
- [Draft Generation](#)  
Detailed information about the Draft Generation data segment in the Notice to Customer and RM stage.
- [Comments](#)  
Detailed information about the Comments data segment in Notice to Customer and RM stage.

#### 4.1.1 Collateral details

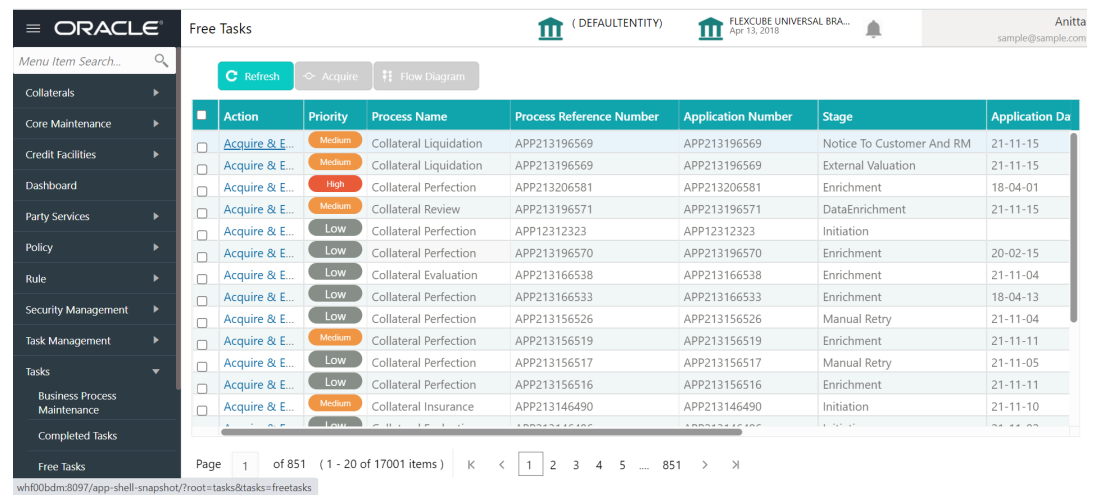
Detailed information about the Collateral Details data segment in the Notice to Customer and RM stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Notice to Customer and RM task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

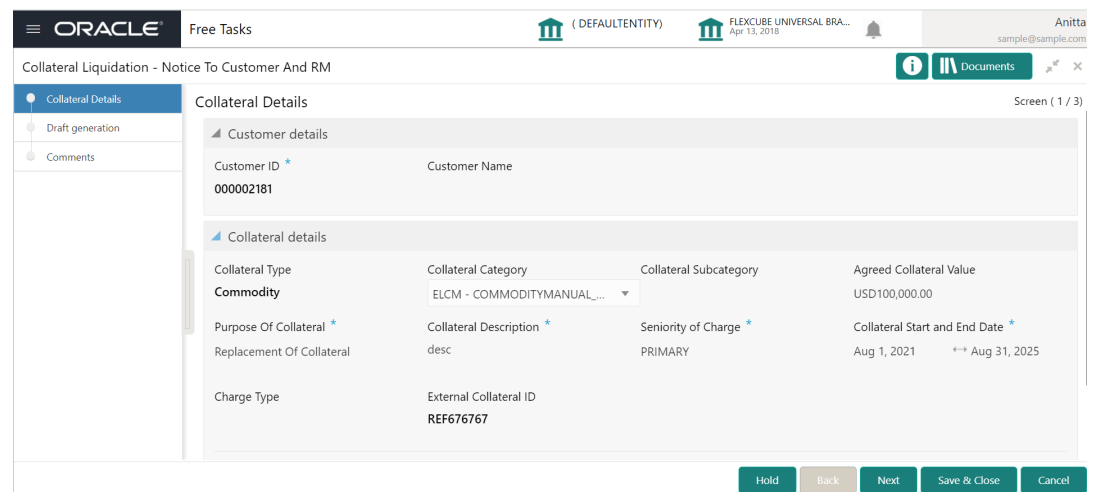
Figure 4-1 Free Tasks



| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage                     | Application Date |
|----------------|----------|------------------------|--------------------------|--------------------|---------------------------|------------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Notice To Customer And RM | 21-11-15         |
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | External Valuation        | 21-11-15         |
| Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment                | 18-04-01         |
| Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment            | 21-11-15         |
| Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation                |                  |
| Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment                | 20-02-15         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment                | 21-11-04         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment                | 18-04-13         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry              | 21-11-04         |
| Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment                | 21-11-11         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry              | 21-11-05         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment                | 21-11-11         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation                | 21-11-10         |

- Click **Acquire & Edit** in the required Notice to Customer and RM task.  
The **Notice to Customer and RM - Collateral details** screen is displayed.

Figure 4-2 Notice to Customer and RM - Collateral details



| Collateral Details        |                           |                        |                                 |
|---------------------------|---------------------------|------------------------|---------------------------------|
| <b>Customer details</b>   |                           |                        |                                 |
| Customer ID *             | Customer Name             |                        |                                 |
| 000002181                 |                           |                        |                                 |
| <b>Collateral details</b> |                           |                        |                                 |
| Collateral Type           | Collateral Category       | Collateral Subcategory | Agreed Collateral Value         |
| Commodity                 | ELCM - COMMODITYMANUAL... |                        | USD100,000.00                   |
| Purpose Of Collateral *   | Collateral Description *  | Seniority of Charge *  | Collateral Start and End Date * |
| Replacement Of Collateral | desc                      | PRIMARY                | Aug 1, 2021 ↔ Aug 31, 2025      |
| Charge Type               | External Collateral ID    |                        |                                 |
|                           | REF676767                 |                        |                                 |

- View the Collateral details and click **Next**.  
The **Notice to Customer and RM - Draft generation** screen is displayed.

## 4.1.2 Draft Generation

Detailed information about the Draft Generation data segment in the Notice to Customer and RM stage.

This data segment allows you to generate draft liquidation document and send it to Customer and RM for necessary action.

Upon clicking **Next** in the **Notice to Customer and RM - Collateral Details** screen, the Draft Generation data segment is displayed.

Figure 4-3 Draft Generation

Draft Generation

Screen ( 2 / 3)

FAC01

+

FAC01

Generate Document

Hold

Back

Next

Save & Close

Cancel

1. Click **Generate Document**.  
The **Draft Generation Details** window is displayed.

Figure 4-4 Draft Generation Details

Draft Generation Details

Communication Type

Email

E-Mail CC

john\_doe@example.com

E-Mail To \*

john\_doe@example.com

Subject \*

Proposal draft

Cancel

Generate

2. Specify all the details in the **Draft Generation Details** window.  
For field level information, refer the below table.

Table 4-1 Draft Generation Details - Field Description

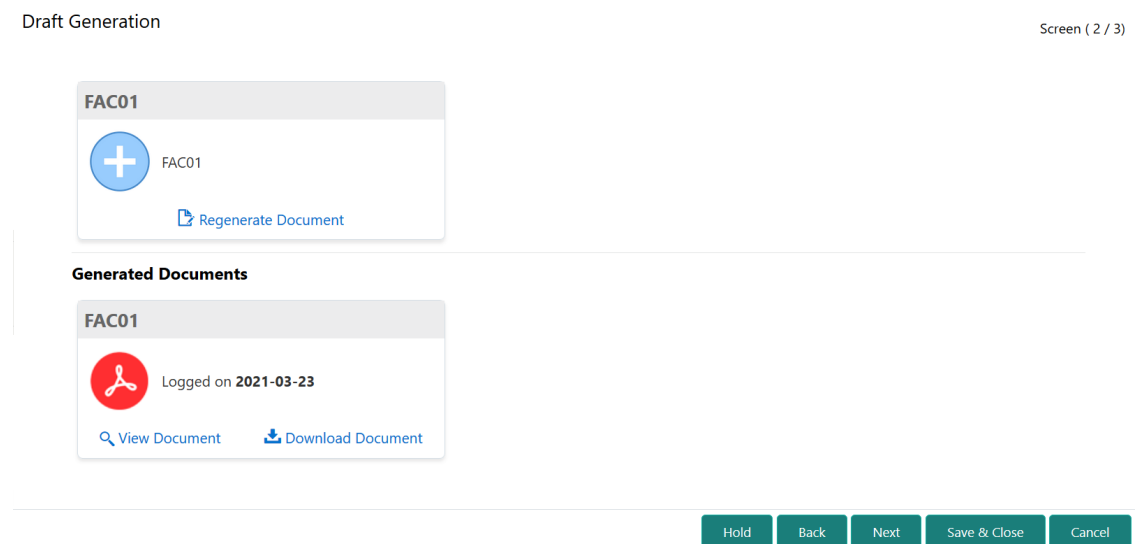
| Field              | Description                                                                                                                      |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Communication Type | By default, the <b>Communication Type</b> is displayed as Email. You cannot change the <b>Communication Type</b> in this screen. |
| E-Mail To          | Specify the E-mail address to which the draft document has to be sent.                                                           |

Table 4-1 (Cont.) Draft Generation Details - Field Description

| Field     | Description                                                                                            |
|-----------|--------------------------------------------------------------------------------------------------------|
| E-Mail CC | Specify the E-mail address which has to be in CC of draft communication mail.                          |
| Subject   | Specify the mail <b>Subject</b> .                                                                      |
| Generate  | Click this to send the draft document to the mail ID mentioned in <b>E-Mail To</b> field.              |
| Cancel    | Click this to exit the <b>Draft Generation Details</b> window without saving the provided information. |

Once the draft document is successfully sent to the mentioned mail ID, the **Generated Documents** is displayed in the **Draft Generation** screen as shown below.

Figure 4-5 Draft Generation - Completed



3. To view the generated draft document, click **View Document**.
4. To download the generated draft document, click **Download Document**.
5. After performing necessary actions in the **Draft Generation** screen, click **Next**.

### 4.1.3 Comments

Detailed information about the Comments data segment in Notice to Customer and RM stage.

This data segment allows you to capture overall comments for the Notice to Customer and RM stage. Capturing comments helps the user of next stage to better understand the application.

Upon clicking **Next** in the **Notice to Customer and RM - Draft generation** screen, the Comments data segment is displayed.

**Figure 4-6 Notice to Customer and RM - Comments**

1. Type the comments for the Notice to Customer and RM stage in the **Comments** text box.
2. Click **Post**. Comments are posted below the Comments text box.
3. To submit the Notice to Customer and RM task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 4-7 Notice to Customer and RM - Checklist**

\* Outcome

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the **Outcome** as **Proceed** and click **Submit**.

The application is moved to the next stage.

# 5

## External Valuation

### 5.1 External Valuation

Detailed Information about the External Valuation stage in Collateral Liquidation process.

When the Collateral Liquidation request is submitted, the Collateral must be valued to ascertain the current value of the collateral. The External Valuation stage provides the facility to capture various valuation details for the collateral provided by the external agencies.

- [Collateral details](#)  
Detailed Information about the Collateral details data segment in External Valuation stage.
- [Commodity](#)  
Detailed Information about the Commodity data segment in External Valuation stage.
- [Comments](#)  
Detailed Information about the Comments data segment in External Valuation stage.

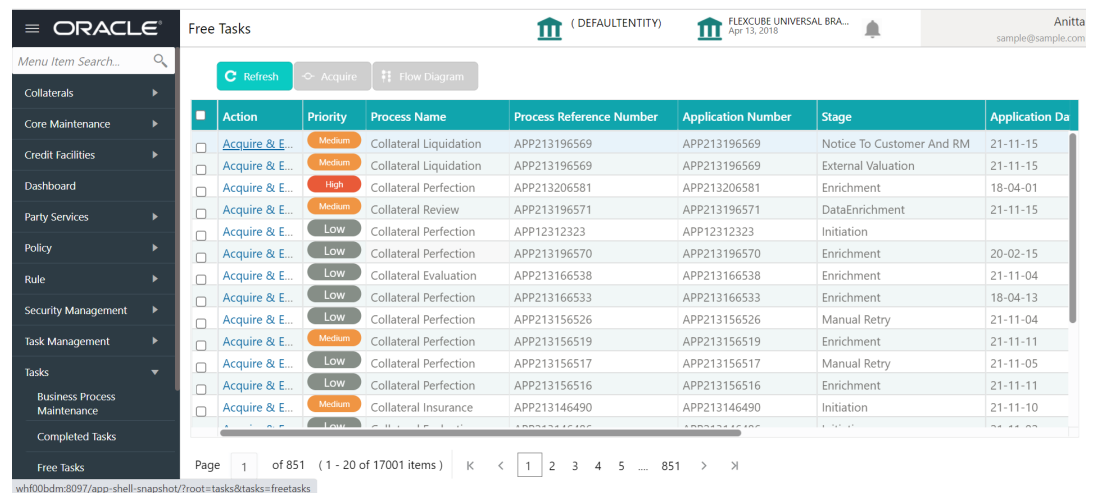
#### 5.1.1 Collateral details

Detailed Information about the Collateral details data segment in External Valuation stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the External Valuation task, navigate to **Tasks > Free Tasks** from the left menu. The **Free Tasks** screen is displayed.

**Figure 5-1 Free Tasks**



| Action                                  | Priority | Process Name           | Process Reference Number | Application Number | Stage                     | Application Date |
|-----------------------------------------|----------|------------------------|--------------------------|--------------------|---------------------------|------------------|
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Notice To Customer And RM | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | External Valuation        | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment                | 18-04-01         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment            | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation                |                  |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment                | 20-02-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment                | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment                | 18-04-13         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry              | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment                | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry              | 21-11-05         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment                | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation                | 21-11-10         |

2. Click **Acquire & Edit** in the required External Valuation task. The **External Valuation - Collateral details** screen is displayed.

Figure 5-2 External Valuation - Collateral details

The screenshot shows the 'Collateral Details' screen in the Oracle Collateral Liquidation - External Valuation application. The left sidebar has 'Collateral Details' selected. The main area is titled 'Collateral Details' and contains a 'Customer details' section and a 'Collateral details' section. The 'Collateral details' section includes fields for Collateral Type (Commodity), Collateral Category (ELCM - COMMODITYMANUAL...), Collateral Subcategory, Agreed Collateral Value (USD100,000.00), Purpose Of Collateral (Replacement Of Collateral), Collateral Description (desc), Seniority of Charge (PRIMARY), Collateral Start and End Date (Aug 1, 2021 to Aug 31, 2025), Charge Type, and External Collateral ID (REF676767). Below this is an 'Ownership details' section with Ownership Type (Single) and a toggle for 'Is Shareable Across Customers?'. At the bottom right are buttons: Hold, Back, Next, Save & Close, and Cancel.

3. View the Collateral Details and Click **Next**.

The **External Valuation - Commodity** screen is displayed.

## 5.1.2 Commodity

Detailed Information about the Commodity data segment in External Valuation stage.

This data segment allows you to view the collateral specific details and add the External Valuation details for the selected collateral. Upon clicking **Next** in the **External Valuation - Collateral Details** screen, the Commodity data segment is displayed.

Figure 5-3 External Valuation - Commodity

The screenshot shows the 'Commodity' screen in the Oracle Collateral Liquidation - External Valuation application. The left sidebar has 'Commodity' selected. The main area is titled 'Commodity' and contains a 'Collateral Details' section. This section displays a card with a building icon, Issuer Reference Number: IR896, Currency: USD, and Total Amount: \$12,000,000.00. Below the card is a pagination bar showing 'Page 1 of 1 (1 of 1 items)' and navigation buttons. At the bottom right are buttons: Hold, Back, Next, Save & Close, and Cancel.



### Note:

In this topic, only procedure to add external valuation details is provided. For other field level information, refer Collateral Perfection User Guide.

1. To capture the External Valuation details, click the action icon in the collateral record and select **Edit**.

The **External Valuation - Configure - Commodity** screen is displayed.

**Figure 5-4 External Valuation -Configure - Commodity**

The screenshot shows the 'Configure' screen for 'Commodity'. The left sidebar contains a navigation menu with 'Commodity' selected. The main content area is divided into two sections: 'Commodity Details' and 'Storage Details'.

| Commodity Details             |                    |                  |
|-------------------------------|--------------------|------------------|
| Item Reference Number *       | Commodity Type     | Item Code *      |
| IR896                         | Rainfed            | bridge           |
| Item Description *            | Quantity *         | Quantity In      |
| good quality                  | 12                 | Kg               |
| Currency *                    | Unit Price *       | Total Amount     |
| USD                           | USD \$1,000,000.00 | USD12,000,000.00 |
| Amount in Collateral Currency | Lien Detail        |                  |
| USD12,000,000.00              |                    |                  |

| Storage Details  |                 |                    |
|------------------|-----------------|--------------------|
| Storage Location | Storage Charges | Insurance Coverage |
| chn              | 12,000          | 3,000              |

At the bottom right, there are 'Back' and 'Next' buttons.

2. Click **Next** and navigate to the Valuation menu.

The **External Valuation - Configure - Valuation** screen is displayed.

**Figure 5-5 External Valuation - Configure - Valuation**

The screenshot shows the 'Configure' screen for 'Valuation'. The left sidebar contains a navigation menu with 'Valuation' selected. The main content area is titled 'Valuation' and shows a green plus icon and the text 'No items to display.' Below this, there is a pagination bar showing 'Page 1 (0 of 0 items)' and navigation controls. At the bottom right, there are 'Back' and 'Next' buttons.

3. Click + Add icon in the in the **External Valuation - Configure -Valuation** screen.

The **External Valuation Details** screen is displayed.

**Figure 5-6 External Valuation Details**

External Valuation Details

Agency \*  
Select

Valuation Date \*  
[Date Picker]

Valuation Expiry Date  
[Date Picker]

Valuation Amount \*  
[Currency] [Amount]

Valuer Remarks  
[Text Area]

Valuation Type \*  
[Dropdown]

Valuation Frequency \*  
[Dropdown]

Estimated Age of Asset  
[Range Input]

Add Cancel Clear

4. Specify the **External Valuation Details** by referring the below table.

**Table 5-1 External Valuation Details**

| Field                  | Description                                                                                                |
|------------------------|------------------------------------------------------------------------------------------------------------|
| Agency                 | Select the <b>Agency</b> which performed external valuation from the drop down list.                       |
| Valuation Date         | specify the date on which the external valuation is performed.                                             |
| Valuation Expiry Date  | specify the date till which the external valuation is valid.                                               |
| Valuation Amount       | Select the currency in which the collateral is valued and specify the collateral <b>Valuation Amount</b> . |
| Valuer Remarks         | Specify the <b>Valuer Remarks</b> .                                                                        |
| Valuation Type         | Select the <b>Valuation Type</b> from the drop down list.                                                  |
| Valuation Frequency    | Select the <b>Valuation Frequency</b> from the drop down list.                                             |
| Estimated Age of Asset | Specify the <b>Estimated Age of Asset</b> .                                                                |

5. Click **Add**.

The **External Valuation Details** are added and displayed as shown below.

**Figure 5-7 External Valuation Details - Configure - Valuation**

The screenshot shows a 'Configure' window with a sidebar on the left containing links for Commodity, Covenants, Documents, Valuation (selected), and Questionnaire Evaluation. The main area is titled 'Valuation' and contains a table with one row. The row has a 'NEW' badge, an icon of a briefcase with a plus sign, and the following text: 'Agency: ATI Valuations', 'Valuation Date: Apr 5, 2018', and 'Valuation Amount: \$1,000.00'. Below the table, it says 'Page 1 of 1 (1 of 1 items)' with navigation arrows. To the right of the table is a context menu with 'Edit', 'View', and 'Delete' options. At the bottom right of the window are 'Back' and 'Next' buttons.

6. To **View**, **Edit** or **Delete** the external valuation detail, click the action icon in the corresponding record and select the required option.
7. After adding the external valuation details, click **Next**.  
The **External Valuation - Questionnaire Evaluation** screen is displayed.

**Figure 5-8 Questionnaire Evaluation**

The screenshot shows a 'Configure' window with a sidebar on the left containing links for Commodity, Covenants, Documents, Valuation, and Questionnaire Evaluation (selected). The main area is titled 'Questionnaire Evaluation' and contains three evaluation boxes. The first box is 'Liquidity' with an 'Evaluate' button. The second box is 'RiskEvaluation' with an 'Evaluate' button. The third box is 'Value Risk' with an 'Evaluate' button. At the bottom right of the window are 'Back' and 'Submit' buttons.

8. Click **Submit**.  
The valuation details are added and displayed in the **External Valuation - Commodity** screen.
9. To go to the next data segment, click **Next**.

### 5.1.3 Comments

Detailed Information about the Comments data segment in External Valuation stage.

This data segment allows you to capture overall comments for the External Valuation stage. Capturing comments helps the user of next stage to better understand the application. Upon

clicking **Next** in the **External Valuation - Collateral Type (Commodity)** screen, the **Comments** data segment is displayed.

**Figure 5-9 External Valuation - Comments**

ORACLE My Tasks ( DEFAULTTENTITY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - External Valuation

Collateral Details  
Commodity  
Comments

Comments

Screen ( 3 / 3)

Post

16 Nov 21 11:56:41 External Valuation Anitta External valuation completed

16 Nov 21 11:08:03 Notice To Customer And RM Anitta Notice To Customer And RM completed

16 Nov Initiate Collateral Liquidation

Hold Back Next Save & Close Submit Cancel

1. Type the comments for the External Valuation stage in the **Comments** text box.
  2. Click **Post**. Comments are posted below the Comments text box.
  3. To submit the External Valuation task, click **Submit**.
- The **Checklist** window is displayed.

**Figure 5-10 External Valuation - Checklist**

Checklist

No items to display.

Page 1 (0 of 0 items) < 1 >

\* Outcome PROCEED

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the required **Outcome**.

The options available are:

- **Proceed**
- **Additional Info**

5. Click **Submit**.

If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.

If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# 6

## Base Price Fixation

### 6.1 Base Price Fixation

Detailed information about the Base Price Fixation stage in Collateral Liquidation process.

Base Price Fixation stage provides the option to define the Base Price for auctioning the collateral. The base price is fixed considering various charges along with the valuation of the collateral.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in Base Price Fixation stage.
- [Commodity](#)  
Detailed information about the Commodity data segment in Base Price Fixation stage.
- [Liquidation History](#)  
Detailed information about the Liquidation History data segment in Base Price Fixation stage.
- [Base Price Fixation](#)  
Detailed information about the Base Price Fixation data segment in Base Price Fixation stage.
- [Comments](#)  
Detailed information about the Comments data segment in Base Price Fixation stage.

#### 6.1.1 Collateral Details

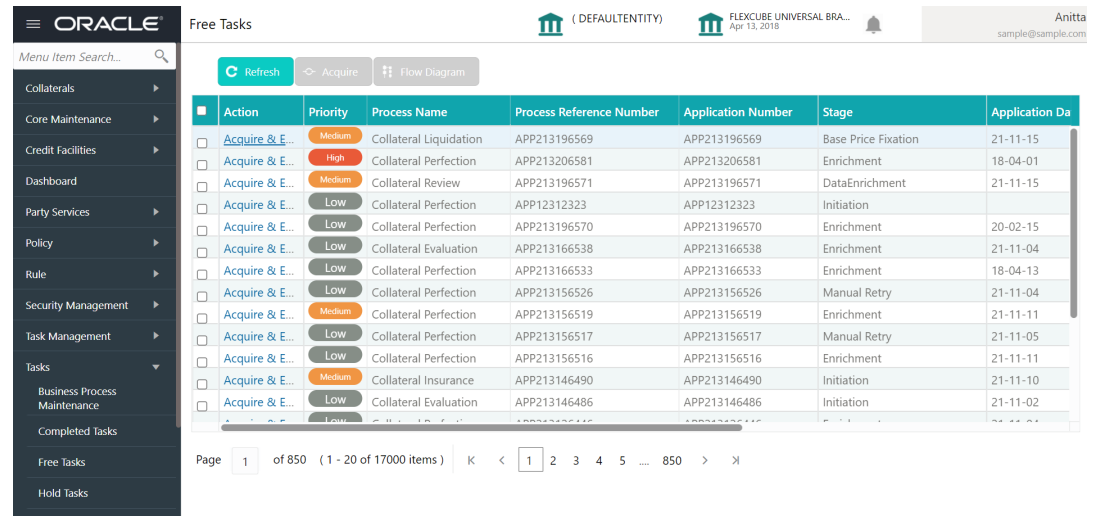
Detailed information about the Collateral Details data segment in Base Price Fixation stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Base Price Fixation task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** is displayed.

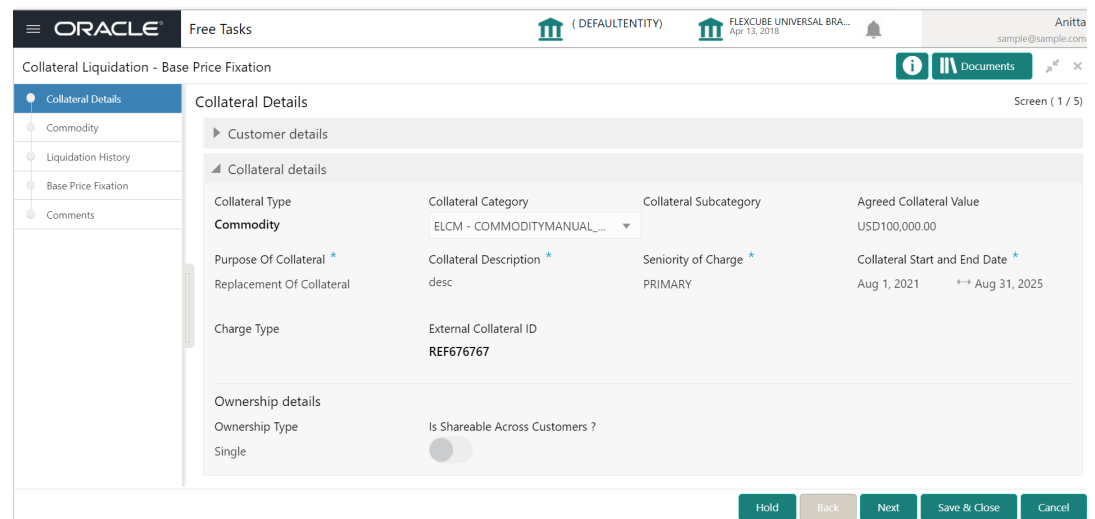
Figure 6-1 Free Tasks



| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage               | Application Date |
|----------------|----------|------------------------|--------------------------|--------------------|---------------------|------------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Base Price Fixation | 21-11-15         |
| Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment          | 18-04-01         |
| Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment      | 21-11-15         |
| Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation          |                  |
| Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment          | 20-02-15         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment          | 21-11-04         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment          | 18-04-13         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry        | 21-11-04         |
| Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment          | 21-11-11         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry        | 21-11-05         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment          | 21-11-11         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation          | 21-11-10         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213146486             | APP213146486       | Initiation          | 21-11-02         |

- Click **Acquire & Edit** in the required Base Price fixation task.  
The **Base Price Fixation - Collateral Details** screen is displayed.

Figure 6-2 Base Price Fixation - Collateral Details



Collateral Liquidation - Base Price Fixation

Collateral Details

Customer details

Collateral details

|                           |                                 |                        |                                 |
|---------------------------|---------------------------------|------------------------|---------------------------------|
| Collateral Type           | Collateral Category             | Collateral Subcategory | Agreed Collateral Value         |
| Commodity                 | ELCM - COMMODITYMANUAL...       |                        | USD100,000.00                   |
| Purpose Of Collateral *   | Collateral Description *        | Seniority of Charge *  | Collateral Start and End Date * |
| Replacement Of Collateral | desc                            | PRIMARY                | Aug 1, 2021 ↔ Aug 31, 2025      |
| Charge Type               | External Collateral ID          |                        |                                 |
|                           | REF676767                       |                        |                                 |
| Ownership details         |                                 |                        |                                 |
| Ownership Type            | Is Shareable Across Customers ? |                        |                                 |
| Single                    | <input type="checkbox"/>        |                        |                                 |

Hold Back Next Save & Close Cancel

- View the collateral details and click **Next**.  
The **Base Price Fixation - Commodity** screen is displayed.

## 6.1.2 Commodity

Detailed information about the Commodity data segment in Base Price Fixation stage.

The collateral details provided at the time of collateral creation is displayed in this data segment. You can view detailed information about the collateral by clicking the action icon and selecting **View** option.

Upon clicking **Next** in the **Base Price Fixation - Collateral Details** screen, the Commodity data segment is displayed.

**Figure 6-3 Base Price Fixation - Commodity**

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Collateral Liquidation - Base Price Fixation Screen ( 2 / 5)

Collateral Details

Commodity

Collateral Details

Issuer Reference Number: IR896 Currency: USD Total Amount: \$12,000,000.00 View

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

Hold Back Next Save & Close Cancel

- After viewing the collateral details, click **Next**.  
The **Base Price Fixation - Liquidation History** screen is displayed.

### 6.1.3 Liquidation History

Detailed information about the Liquidation History data segment in Base Price Fixation stage.

This data segment displays liquidation history for the selected collateral, if any. Liquidation history helps you to determine how much collateral amount is already liquidated and set base price for current liquidation. Upon clicking **Next** in the **Base Price Fixation - Commodity** screen, the Liquidation History data segment is displayed.

**Figure 6-4 Base Price Fixation- Liquidation History**

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Collateral Liquidation - Base Price Fixation Screen ( 3 / 5)

Collateral Details

Commodity

Liquidation History

Base Price Fixation

Comments

Liquidation History

No items to display.

Hold Back Next Save & Close Cancel

- View the Liquidation History and click **Next**.  
The **Base Price Fixation- Base Price Fixation** screen is displayed.

## 6.1.4 Base Price Fixation

Detailed information about the Base Price Fixation data segment in Base Price Fixation stage.

This data segment allows you to capture the base price details for the collateral. Upon clicking **Next** in the **Base Price Fixation - Liquidation History** screen, the Base Price Fixation data segment is displayed.

**Figure 6-5 Base Price Fixation - Base Price Fixation**

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Collateral Liquidation - Base Price Fixation

Collateral Details  
Commodity  
Liquidation History  
Base Price Fixation  
Comments

Base Price Fixation

Total Charge Amount \$0.00

+  
No items to display.

Page 1 (0 of 0 items) < 1 >

| Collateral Pricing      |               |                          |
|-------------------------|---------------|--------------------------|
| Collateral Base Price * | Charge Amount | Final Collateral Value * |
| USD1,000.00             | USD0.00       | USD1,000.00              |

Hold Back Next Save & Close Cancel

Success Data saved successfully!

1. Click the **+ Add** icon in the **Base Price Fixation - Base Price Fixation** screen.  
The **Charge Details** screen is displayed.

**Figure 6-6 Charge Details**

Charge Details

Charge Code CH001 Waived Currency USD

Charge Amount USD \$1,000.00

Charge Description

Remarks

Save Cancel

- Specify the charge details by referring the below table.

**Table 6-1 Base Price Fixation - Base Price Fixation - Charge Details**

| Fields/ Icons             | Description                                                            |
|---------------------------|------------------------------------------------------------------------|
| <b>Charge Code</b>        | Specify a unique <b>Charge Code</b> for base price fixing.             |
| <b>Waived</b>             | Enable this flag, if waiver can be claimed for this charge.            |
| <b>Currency</b>           | Specify the <b>Currency</b> for the Charge Amount.                     |
| <b>Charge Amount</b>      | Specify the <b>Charge amount</b> to be associated with the base price. |
| <b>Charge Description</b> | Provide a brief description for the charge to be added.                |
| <b>Remarks</b>            | Enter the Waiver <b>Remarks</b> in case the charge is waived.          |

- Click **Save**.

The following details are displayed in the **Base Price Fixation - Base Price Fixation** screen.

- Collateral Base Price - Collateral price without any charges
- Charge Amount - Total charge added for the collateral
- Final Collateral Value - Collateral value after adding the charges

**Figure 6-7 Base Price Fixation - Base Price Fixation**

The screenshot shows the Oracle Base Price Fixation - Base Price Fixation screen. The sidebar on the left contains navigation links: Collateral Details, Commodity, Liquidation History, Base Price Fixation (highlighted), and Comments. The main content area is titled 'Base Price Fixation' and shows a 'Total Charge Amount \$0.00'. Below this, a charge record is displayed with a green 'Waived: Yes' status, 'Charge Code: CH001', 'Amount: \$1,000.00', and a 'Charge Description:'. A 'Collateral Pricing' table is shown with the following data:

| Collateral Base Price | Charge Amount | Final Collateral Value |
|-----------------------|---------------|------------------------|
| USD1,000.00           | USD0.00       | USD1,000.00            |

At the bottom of the screen, there are buttons for 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

- To **Edit**, **View**, or **Delete** the base price details, click the action icon in the base price record and select the required option.
- To go to the next data segment, click **Next**.

The **Base Price Fixation - Comments** screen is displayed.

## 6.1.5 Comments

Detailed information about the Comments data segment in Base Price Fixation stage.

This data segment allows you to capture overall comments for the Base Price Fixation stage. Capturing comments helps the user of next stage to better understand the application. Upon

clicking **Next** in the **Base Price Fixation - Base Price Fixation** screen, the Comments data segment is displayed.

**Figure 6-8 Base Price Fixation - Comments**

Oracle Free Tasks (DEFAULTTENTITY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anita sample@sample.com

Collateral Liquidation - Base Price Fixation

Collateral Details  
Commodity  
Liquidation History  
Base Price Fixation  
Comments

Comments

Success Comment posted Successfully

Post

16 Nov '21 12:02:17 Base Price Fixation Anita Base price fixation

16 Nov '21 11:56:41 External Valuation Anita External valuation completed

16 Nov '21 Notice To Customer And RM Anita

Hold Back Next Save & Close Submit Cancel

1. Type the comments for the Base Price Fixation stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box.
3. To submit the Base Price Fixation task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 6-9 Base Price Fixation - Checklist**

Checklist

No items to display.

Page 1 (0 of 0 items) < 1 >

\* Outcome Enter Outco

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the required **Outcome**.

The options available are:

- **Proceed**
- **Additional Info**

5. Click **Submit**.

If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.

If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# 7

## Base Price Review

### 7.1 Base Price Review

Detailed information about the Base Price Review stage in Collateral Liquidation process.

In this stage, the Credit Reviewer or the user authorized to edit the Base Price Review task must review the base price fixed for collateral in Base Price Fixation stage and capture their comments.

The data segments available in the Base Price Review stage are same as that of Base Price Fixation stage. For field level information, refer the **Base Price Fixation** topic.

To review the base price fixed for the collateral:

1. Navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

**Figure 7-1 Free Tasks**

| Action                                  | Priority | Process Name           | Process Reference Number | Application Number | Stage             | Application Date |
|-----------------------------------------|----------|------------------------|--------------------------|--------------------|-------------------|------------------|
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Base Price Review | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment        | 18-04-01         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment    | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation        |                  |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment        | 20-02-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment        | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment        | 18-04-13         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry      | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment        | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry      | 21-11-05         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment        | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation        | 21-11-10         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213146486             | APP213146486       | Initiation        | 21-11-02         |

2. **Acquire & Edit** the required **Base Price Review** task.

The **Base Price Review- Collateral Details** screen is displayed.

**Figure 7-2 Base Price Review - Collateral Details**

The screenshot shows the 'Collateral Details' segment of the 'Collateral Liquidation - Base Price Review' screen. The left sidebar contains a navigation menu with 'Collateral Details' selected. The main content area is titled 'Collateral Details' and shows 'Screen (1 / 5)'. It contains several sections: 'Customer details', 'Collateral details', 'Ownership details', and 'Is Shareable Across Customers?'. The 'Collateral details' section includes fields for 'Collateral Type' (Commodity), 'Collateral Category' (ELCM - COMMODITYMANUAL...), 'Collateral Subcategory', 'Agreed Collateral Value' (USD100,000.00), 'Purpose Of Collateral' (Replacement Of Collateral), 'Collateral Description' (desc), 'Seniority of Charge' (PRIMARY), and 'Collateral Start and End Date' (Aug 1, 2021 to Aug 31, 2025). The 'Ownership details' section shows 'Ownership Type' (Single). The 'Is Shareable Across Customers?' section has a toggle switch. At the bottom, there are buttons for 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

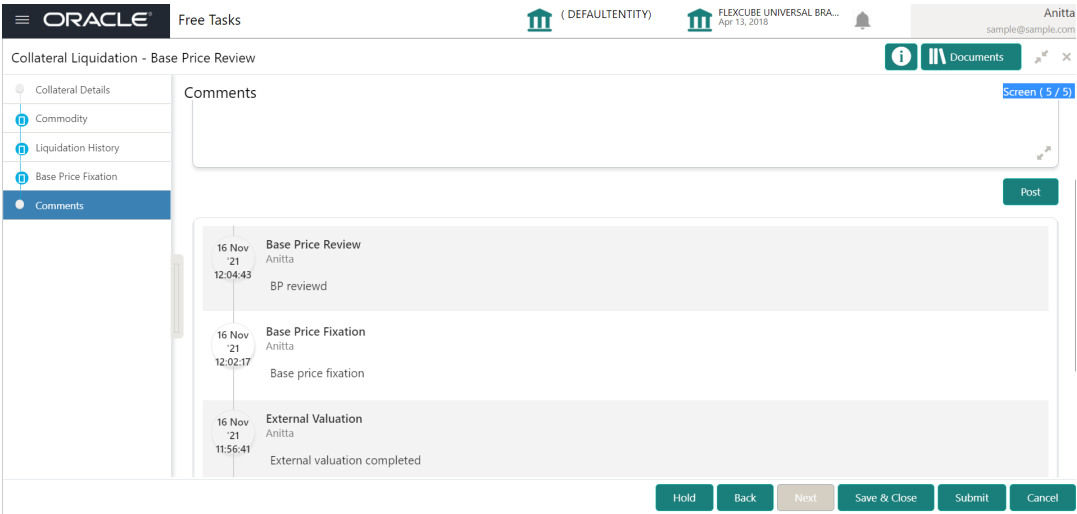
3. Click **Next** and navigate to the Base Price Fixation data segment.

**Figure 7-3 Base Price Review - Base Price Fixation**

The screenshot shows the 'Base Price Fixation' segment of the 'Collateral Liquidation - Base Price Review' screen. The left sidebar contains a navigation menu with 'Base Price Fixation' selected. The main content area is titled 'Base Price Fixation' and shows 'Screen (4 / 5)'. It contains a 'Total Charge Amount \$100.00' section, a table of charges, a 'Collateral Pricing' section, and a 'Review Comments' section. The charges table has two rows: one with 'Waived: No', 'Charge Code: CH02', 'Amount: \$100.00', and 'Charge Description: desc'; and another with 'Waived: Yes', 'Charge Code: CH001', 'Amount: \$1,000.00', and 'Charge Description:'. The 'Collateral Pricing' section shows 'Collateral Base Price' (USD1,000.00), 'Charge Amount' (USD100.00), and 'Final Collateral Value' (USD1,100.00). The 'Review Comments' section has a text area with the comment 'waived'. At the bottom, there are buttons for 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

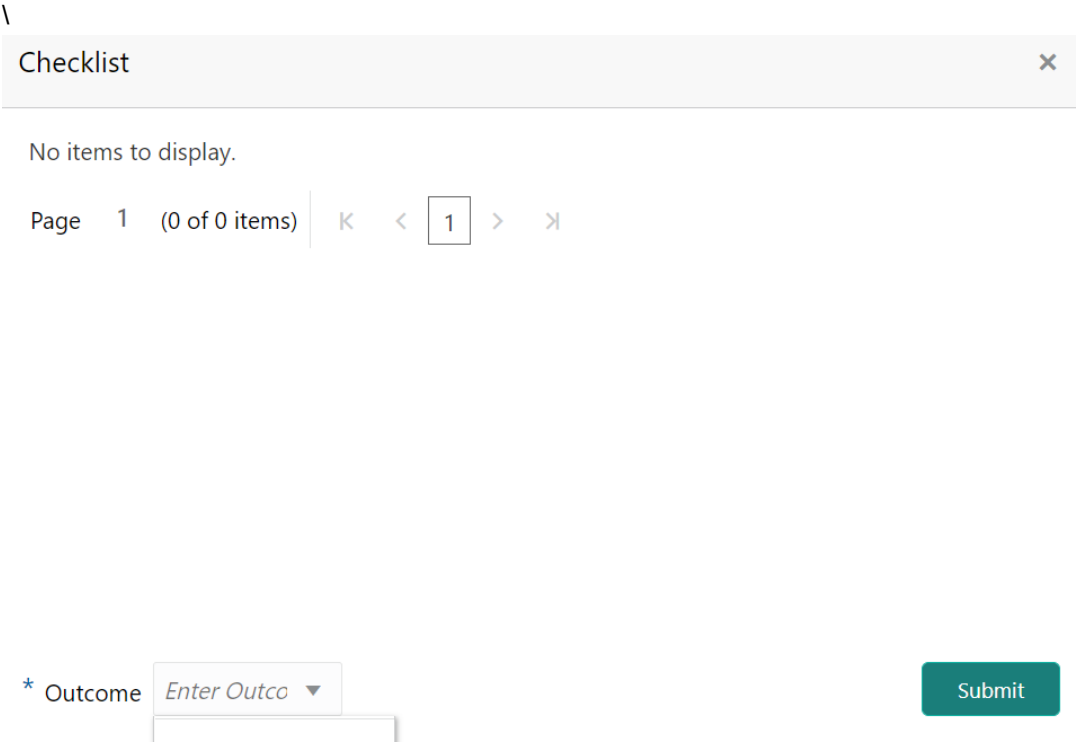
4. Capture the **Review Comments** and click **Next**.  
The **Base Price Review - Comments** screen is displayed.

Figure 7-4 Base Price Review - Comments



5. Type the comments for the Base Price Review stage in the **Comments** text box.
6. Click **Post**.  
Comments are posted below the Comments text box.
7. To submit the Base Price Review task, click **Submit**.  
The **Checklist** window is displayed.

Figure 7-5 Base Price Review - Checklist



 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

8. Select the required **Outcome**.

The options available are:

- **Proceed**
- **Additional Info**

9. Click **Submit**.

If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.

If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# 8

## Base Price Approval

### 8.1 Base Price Approval

Detailed information about the Base Price Approval stage in Collateral Liquidation process.

In this stage, the Credit Approver or the user authorized to edit the Base Price Approval task must view the base price details and base price review comments added in previous stages and make decision to approve or reject the liquidation application.

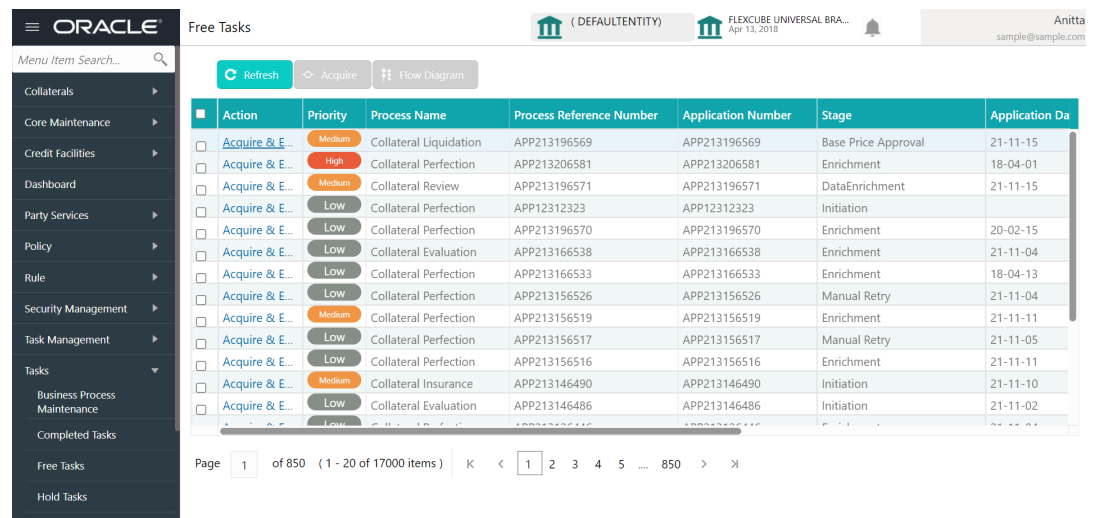
The data segments available in the Base Price Approval stage are same as that of Base Price Fixation stage. For field level information, refer the **Base Price Fixation** topic.

To approve or reject the base price fixed for the collateral:

1. Navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

**Figure 8-1 Free Tasks**



|                          | Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage               | Application Da |
|--------------------------|----------------|----------|------------------------|--------------------------|--------------------|---------------------|----------------|
| <input type="checkbox"/> | Acquire & E... | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Base Price Approval | 21-11-15       |
| <input type="checkbox"/> | Acquire & E... | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment          | 18-04-01       |
| <input type="checkbox"/> | Acquire & E... | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment      | 21-11-15       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation          |                |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment          | 20-02-15       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment          | 21-11-04       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment          | 18-04-13       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry        | 21-11-04       |
| <input type="checkbox"/> | Acquire & E... | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment          | 21-11-11       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry        | 21-11-05       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment          | 21-11-11       |
| <input type="checkbox"/> | Acquire & E... | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation          | 21-11-10       |
| <input type="checkbox"/> | Acquire & E... | Low      | Collateral Evaluation  | APP213146486             | APP213146486       | Initiation          | 21-11-02       |

Page 1 of 850 (1 - 20 of 17000 items) | K < 1 2 3 4 5 ... 850 > X

2. **Acquire & Edit** the required **Base Price Approval** task.

The **Base Price Approval - Collateral Details** page is displayed.

**Figure 8-2 Base Price Approval- Collateral details**

The screenshot shows the Oracle Collateral Liquidation - Base Price Approval screen. The left sidebar contains a navigation menu with the following items: Collateral Details (selected), Commodity, Liquidation History, Base Price Fixation, and Comments. The main content area is titled 'Collateral Details' and shows the following information:

- Customer details**
  - Collateral details**
    - Collateral Type: **Commodity**
    - Collateral Category: ELCM - COMMODITYMANUAL...
    - Collateral Subcategory: (empty)
    - Agreed Collateral Value: USD100,000.00
    - Purpose Of Collateral: Replacement Of Collateral
    - Collateral Description: desc
    - Seniority of Charge: PRIMARY
    - Collateral Start and End Date: Aug 1, 2021 ↔ Aug 31, 2025
    - Charge Type: (empty)
    - External Collateral ID: REF676767
  - Ownership details**
    - Ownership Type: Single
    - Is Shareable Across Customers?: ☐

At the bottom right, there are buttons: Hold, Back, Next, Save & Close, and Cancel.

3. Click **Next** and navigate to Base Price Fixation data segment.

**Figure 8-3 Base Price Approval - Base Price Fixation**

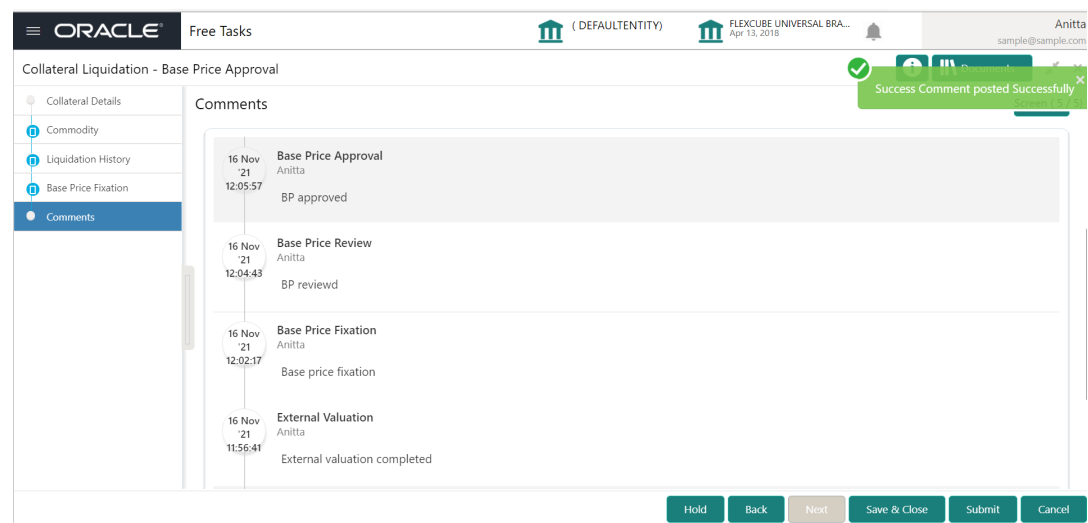
The screenshot shows the Oracle Collateral Liquidation - Base Price Approval screen, Base Price Fixation tab. The left sidebar contains a navigation menu with the following items: Collateral Details, Commodity, Liquidation History, Base Price Fixation (selected), and Comments. The main content area is titled 'Base Price Fixation' and shows the following information:

- Base Price Fixation**
  - Charge Code: CH001** (Waived: Yes) Amount: \$1,000.00 Charge Description: (empty)
  - Charge Code: CH02** (Waived: No) Amount: \$100.00 Charge Description: desc
- Page 1 of 1 (1-2 of 2 items)
- Collateral Pricing**
  - Collateral Base Price: USD1,000.00
  - Charge Amount: USD100.00
  - Final Collateral Value: USD1,100.00
  - Review Comments: waived
  - Approval Comments: Approved

At the bottom right, there are buttons: Hold, Back, Next, Save & Close, and Cancel.

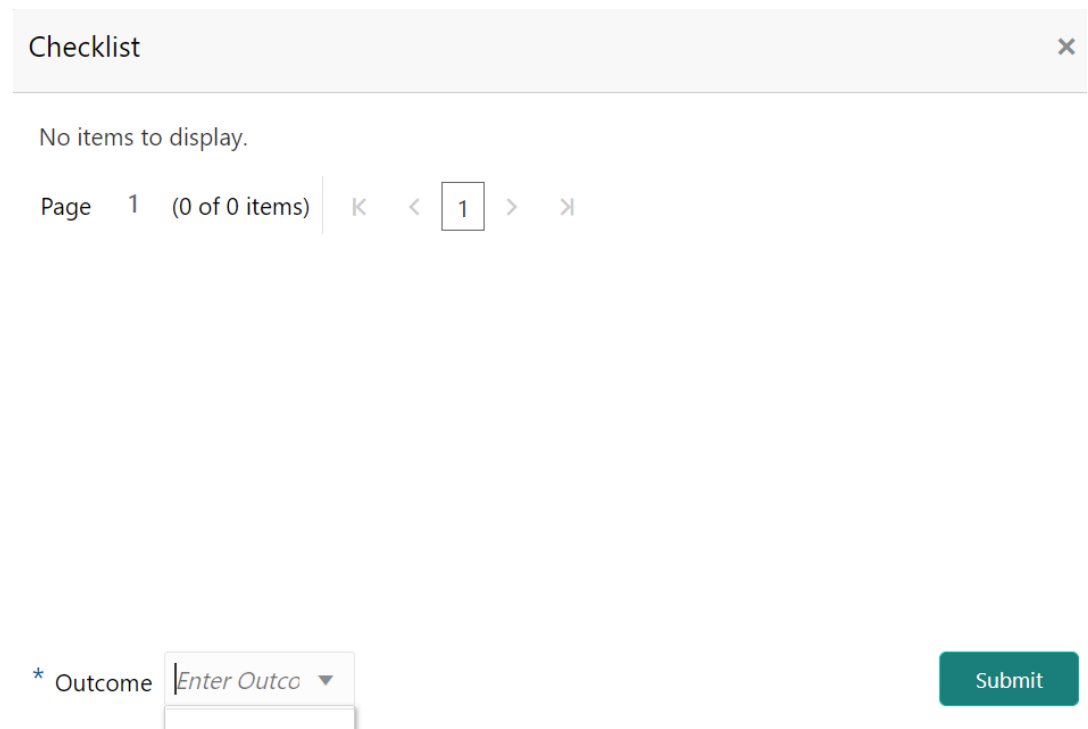
4. Capture the **Approval Comments** and click **Next**.  
The **Base Price Approval - Comments** screen is displayed.

Figure 8-4 Base Price Approval - Comments



5. Type the comments for the Base Price Approval stage in the **Comments** text box.
6. Click **Post**.  
Comments are posted below the Comments text box.
7. To submit the Base Price Approval task, click **Submit**.  
The **Checklist** window is displayed.

Figure 8-5 Base Price Approval- Checklist



 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

8. Select the required **Outcome**.

The options available are:

- **Approve**
- **Reject**

9. Click **Submit**.

If the **Outcome** is selected as **Approve**, the application is moved to the next stage.  
If the **Outcome** is selected as **Reject**, the application is rejected and the liquidation process is completed.

# 9

## Bid Publication

### 9.1 Bid Publication

Detailed information about the Bid Publication stage in the Collateral Liquidation process.

In this stage, the Credit Officer or the user authorized to edit the Bid Publication task can download the bidding document containing collateral details, collateral base price, and bid terms and conditions for publishing. Bidding document is generated by the system based on the details captured in previous stages and stage configuration in Business Process Maintenance.

- [Bid Publication - Draft Generation](#)  
Procedure to generate draft bid document.
- [Bid Publication - Comments](#)  
Detailed information about the Comments data segment in Bid Publication stage.

#### 9.1.1 Bid Publication - Draft Generation

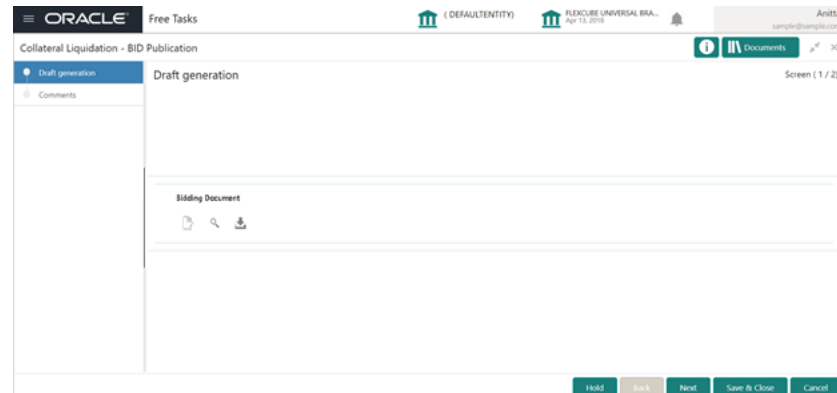
Procedure to generate draft bid document.

1. To acquire the Bid Publication task, navigate to **Tasks > Free Tasks** from the left menu. The **Free Tasks** page is displayed.

**Figure 9-1 Free Tasks**

| Action                                  | Priority | Process Name           | Process Reference Number | Application Number | Stage           | Application Date |
|-----------------------------------------|----------|------------------------|--------------------------|--------------------|-----------------|------------------|
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | BID Publication | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment      | 18-04-01         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment  | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation      |                  |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment      | 20-02-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment      | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment      | 18-04-13         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry    | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment      | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry    | 21-11-05         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment      | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation      | 21-11-10         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213146486             | APP213146486       | Initiation      | 21-11-02         |

2. Click **Acquire & Edit** in the required **Bid Publication** task. The **Bid Publication- Draft Generation** screen is displayed.

**Figure 9-2 Bid Publication - Draft Generation**

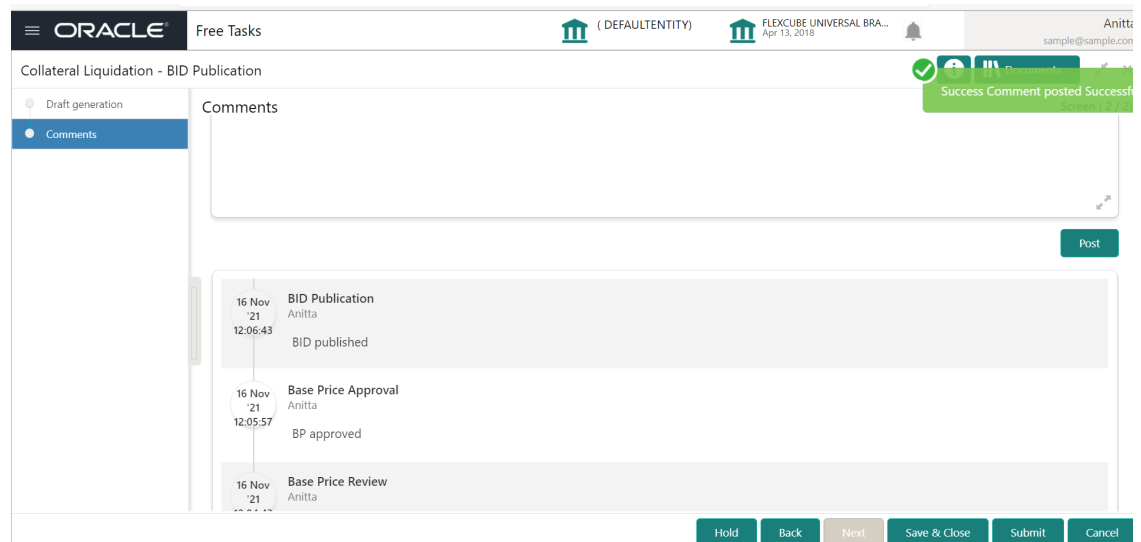
3. To download the draft bid document for publishing, click the download icon.
4. After downloading the document, click **Next**.

## 9.1.2 Bid Publication - Comments

Detailed information about the Comments data segment in Bid Publication stage.

This data segment allows you to capture overall comments for the Bid Publication stage. Capturing comments helps the user of next stage to better understand the application.

Upon clicking **Next** in the **Bid Publication - Draft Generation** screen, the Comments data segment is displayed.

**Figure 9-3 Bid Publication - Comments**

1. Type the comments for the Bid Publication stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box.
3. To submit the Bid Publication task, click **Submit**.

The **Checklist** window is displayed.

**Figure 9-4 Bid Publication - Checklist**

Checklist

×

No items to display.

Page 1 (0 of 0 items) | ⏪ < 1 > ⏩

\* Outcome 

Enter Outco ▼

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the Outcome as **Proceed** and click **Submit**. The application is moved to the next stage.

# 10

## Bid Capture

### 10.1 Bid Capture

Detailed information about the Bid Capture stage of the Collateral Liquidation process.

In this stage, the Credit Officer or the user authorized to edit the Bid Capture task must capture the bidding details based on the Bid Document submitted by the buyers.

- [Bid Capture - Collateral Details](#)  
Detailed information about the Collateral Details data segment in Bid Capture stage.
- [Bid Capture - Buyer Recommendation](#)  
Procedure to capture buyer details.
- [Bid Capture - Comments](#)  
Detailed information about the comments data segment of the Bid Capture stage.

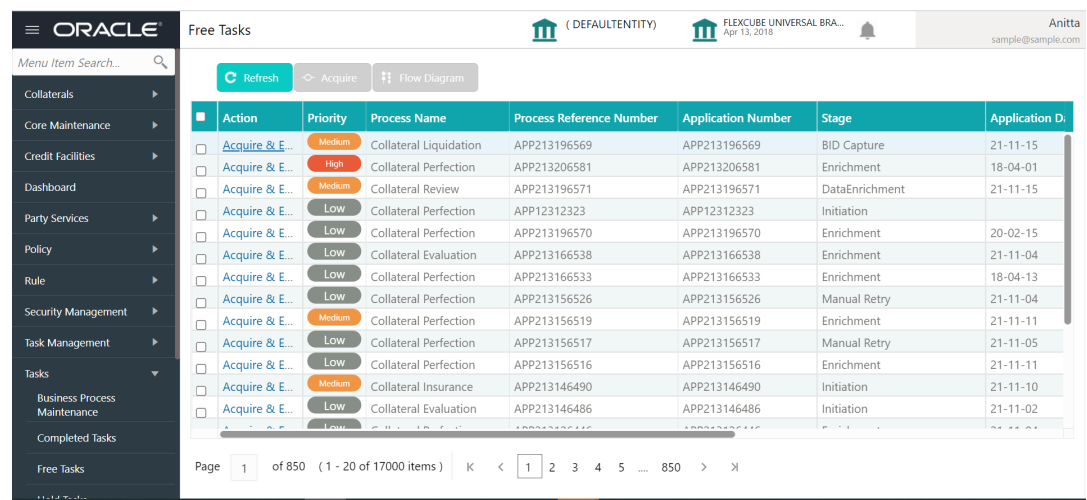
#### 10.1.1 Bid Capture - Collateral Details

Detailed information about the Collateral Details data segment in Bid Capture stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Bid Capture task, navigate to **Tasks > Free Tasks** from the left menu.  
The **Bid Capture - Free Tasks** screen is displayed.

**Figure 10-1 Free Tasks**



| Action                                                      | Priority | Process Name           | Process Reference Number | Application Number | Stage          | Application Date |
|-------------------------------------------------------------|----------|------------------------|--------------------------|--------------------|----------------|------------------|
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | BID Capture    | 21-11-15         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment     | 18-04-01         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment | 21-11-15         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation     |                  |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment     | 20-02-15         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment     | 21-11-04         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment     | 18-04-13         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry   | 21-11-04         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment     | 21-11-11         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry   | 21-11-05         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment     | 21-11-11         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation     | 21-11-10         |
| <input type="checkbox"/> <a href="#">Acquire &amp; Edit</a> | Low      | Collateral Evaluation  | APP213146486             | APP213146486       | Initiation     | 21-11-02         |

2. **Acquire & Edit** the required **Bid Capture** task.  
The **Bid Capture- Collateral Details** page is displayed.

**Figure 10-2 Bid Capture- Collateral details**

Oracle Collateral Liquidation - BID Capture

Collateral Details

Customer details

Collateral details

|                           |                                 |                        |                               |
|---------------------------|---------------------------------|------------------------|-------------------------------|
| Collateral Type           | Collateral Category             | Collateral Subcategory | Agreed Collateral Value       |
| Commodity                 | ELCM - COMMODITYMANUAL...       |                        | USD100,000.00                 |
| Purpose Of Collateral     | Collateral Description          | Seniority of Charge    | Collateral Start and End Date |
| Replacement Of Collateral | desc                            | PRIMARY                | Aug 1, 2021 ↔ Aug 31, 2025    |
| Charge Type               | External Collateral ID          |                        |                               |
|                           | REF676767                       |                        |                               |
| Ownership details         |                                 |                        |                               |
| Ownership Type            | Is Shareable Across Customers ? |                        |                               |
| Single                    | <input type="checkbox"/>        |                        |                               |

Hold Back Next Save & Close Cancel

3. View the collateral details and click **Next**.

The **Bid Capture - Buyer Recommendation** screen is displayed.

## 10.1.2 Bid Capture - Buyer Recommendation

Procedure to capture buyer details.

This data segment allows to add the buyer details based on the bidding documents submitted by the potential buyer.

Upon clicking Next in the Bid Capture- Collateral details screen the Buyer Recommendation data segment is displayed.

**Figure 10-3 Bid Capture - Buyer Recommendation**

Oracle Collateral Liquidation - BID Capture

Buyer Recommendation

Bid Details

|                      |                        |                |
|----------------------|------------------------|----------------|
| Collateral ID        | Collateral Description | Bid Date       |
| COL212366850         | desc                   | Nov 25, 2021   |
| Bid Reference Number | Bid Done By            | Bid Valid Till |
| 928938298            | Stewart Agencies       | Nov 30, 2021   |

+ No items to display.

Hold Back Next Save & Close Cancel

1. Specify the Bid Details by referring the below table.

**Table 10-1 Bid Capture - Buyer Recommendation**

| Fields/ Icons                 | Description                                                                      |
|-------------------------------|----------------------------------------------------------------------------------|
| <b>Collateral ID</b>          | <b>Collateral ID</b> of the selected collateral is displayed.                    |
| <b>Collateral Description</b> | Description provided for the collateral selected for liquidation is displayed.   |
| <b>Bid Date</b>               | Specify the bid start date.                                                      |
| <b>Bid Reference Number</b>   | Specify a reference number for the bid.                                          |
| <b>Bid Done By</b>            | Select the agency which conducts the bid from <b>Bid Done By</b> drop down list. |
| <b>Bid Valid Till</b>         | Specify the bid closing date in the <b>Bid Valid Till</b> field.                 |

- Click the **add** icon in the Bid Capture - Buyer Recommendation screen.

**Figure 10-4 Bid Capture - Buyer Recommendation - Bid Details**

- Specify all the details in the Bid Details screen by referring the below table.

**Table 10-2 Bid Capture - Buyer Recommendation - Bid Details**

| Fields/ Icons              | Description                                                               |
|----------------------------|---------------------------------------------------------------------------|
| <b>Bidder Name</b>         | Enter the <b>Bidder Name</b> .                                            |
| <b>Organization Type</b>   | Enter the <b>Organization Type</b> .                                      |
| <b>Point Of Contact</b>    | Enter the <b>Point of Contact</b> in the Organization related to the bid. |
| <b>Contact Details</b>     | Enter the Organization <b>contact details</b> .                           |
| <b>Amount</b>              | Enter the <b>Bid Amount</b> .                                             |
| <b>Settlement Type</b>     | Enter the bid <b>settlement type</b> .                                    |
| <b>Bid Valid Till</b>      | Select the date till the <b>bid is valid</b> .                            |
| <b>Bid Submission Date</b> | Select the date on which the bid is submitted.                            |

- To go to the next data segment, click **Next**.

The **Bid Capture - Comments** screen is displayed

### 10.1.3 Bid Capture - Comments

Detailed information about the comments data segment of the Bid Capture stage.

This data segment allows you to capture overall comments for the Bid Capture stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking Next in the Bid Capture - Buyer Recommendation screen the Comments data segment is displayed.

Figure 10-5 Bid Capture - Comments

The screenshot shows the Oracle Bid Capture interface. The top navigation bar includes the Oracle logo, 'My Tasks', and user information for 'Anitta' (sample@sample.com). The main header is 'Collateral Liquidation - BID Capture'. A sidebar on the left contains links for 'Collateral Details', 'Buyer Recommendation', and 'Comments' (which is selected). The 'Comments' section has a rich text editor with the text 'BID capture completed'. Below the editor is a 'Post' button. A comment history table shows a previous entry: '16 Nov '21 12:06:43 BID Publication Anitta BID published'. At the bottom are buttons for 'Hold', 'Back', 'Next', 'Save & Close', 'Submit', and 'Cancel'.

1. Type the comments for the Bid Capture stage in the **Comments** text box.
2. Click **Post**. Comments are posted below the Comments text box.
3. To submit the Bid Capture stage task, click **Submit**.  
The **Checklist** window is displayed.

Figure 10-6 Bid Capture- Checklist

The screenshot shows a 'Checklist' window with the title 'Checklist' and a close button. The main content area says 'No items to display.' Below this is a pagination control showing 'Page 1 (0 of 0 items)' with navigation arrows and a box containing the number '1'.

The screenshot shows a section for selecting an outcome. It includes a label '\* Outcome', a dropdown menu with 'Enter Outco' visible, and a 'Submit' button.

4. Select the required **Outcome**. The options available are: **Proceed** and **Additional Info**.
5. To submit the **BID Capture** task, click **Submit**.

If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.

If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# Buyer Recommendation

## 11.1 Buyer Recommendation

Detailed information about the Buyer Recommendation stage in the Collateral Liquidation process.

In this stage, the Credit Officer or the user authorized to edit the Buyer Recommendation task must capture the buyer details after checking the bid documents submitted by all the parties and determining the potential buyer with higher bid value.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in Buyer Recommendation stage.
- [Commodity](#)  
Detailed information about the Commodity data segment in Buyer Recommendation stage.
- [Buyer Recommendation](#)  
Detailed information about the Buyer Recommendation data segment in Buyer Recommendation stage.
- [Buyer Details](#)  
Detailed information about the Buyer Details data segment in Buyer Recommendation stage.
- [Comments](#)  
Detailed information about the Comments data segment in Buyer Recommendation stage.

### 11.1.1 Collateral Details

Detailed information about the Collateral Details data segment in Buyer Recommendation stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Buyer Recommendation task, navigate to **Tasks > Free Tasks** from the left menu.

The **Buyer Recommendation - Free Tasks** screen is displayed.

Figure 11-1 Free Tasks

| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage                | Application Date |
|----------------|----------|------------------------|--------------------------|--------------------|----------------------|------------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Buyer Recommendation | 21-11-15         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206587             | APP213206587       | Initiation           | 21-11-16         |
| Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment           | 18-04-01         |
| Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment       | 21-11-15         |
| Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation           |                  |
| Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment           | 20-02-15         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment           | 21-11-04         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment           | 18-04-13         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry         | 21-11-04         |
| Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment           | 21-11-11         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry         | 21-11-05         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment           | 21-11-11         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation           | 21-11-10         |

- Click **Acquire & Edit** in the required **Buyer Recommendation** task.  
The **Buyer Recommendation - Collateral Details** page is displayed.

Figure 11-2 Buyer Recommendation - Collateral details

Collateral Details

Customer details

Collateral details

Collateral Type: Commodity

Collateral Category: [Dropdown]

Collateral Subcategory: [Dropdown]

Agreed Collateral Value: USD100,000.00

Purpose Of Collateral: Replacement Of Collateral

Collateral Description: desc

Seniority of Charge: PRIMARY

Collateral Start and End Date: Aug 1, 2021 to Aug 31, 2025

Charge Type: External Collateral ID: REF676767

Ownership details

Ownership Type: Single

Is Shareable Across Customers? [Toggle]

Buttons: Hold, Back, Next, Save & Close, Cancel

- View the collateral details and click **Next**.  
The **Buyer Recommendation- Commodity** screen is displayed.

## 11.1.2 Commodity

Detailed information about the Commodity data segment in Buyer Recommendation stage.

The collateral details provided at the time of collateral creation is displayed in this data segment. In the Buyer Recommendation stage, you can only view the collateral details.

Upon clicking **Next** in the **Buyer Recommendation - Collateral Details** screen, the Commodity data segment is displayed.

**Figure 11-3 Buyer Recommendation - Commodity**

The screenshot shows the Oracle Collateral Liquidation - Buyer Recommendation screen. The left sidebar has a menu with 'Collateral Details', 'Commodity', 'Buyer Recommendation', 'Buyer Details', and 'Comments'. The 'Commodity' tab is selected. The main area displays 'Commodity' details for 'Collateral Details'. It shows 'Issuer Reference Number: IR896', 'Currency: USD', and 'Total Amount: \$12,000,000.00'. Below this is a table with one item, and a 'View' button is visible. At the bottom right, there are buttons: 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

1. View the collateral details by clicking the action icon in the collateral record and selecting **View**.
2. Click **Next**.

The **Buyer Recommendation - Buyer Recommendation** screen is displayed.

### 11.1.3 Buyer Recommendation

Detailed information about the Buyer Recommendation data segment in Buyer Recommendation stage.

This data segment displays the bidding details added in the **BID capture - Buyer Recommendation** screen for reference. For field level information, refer **BID Capture** topic. Upon clicking **Next** in the **Buyer Recommendation - Commodity** screen, the Buyer Recommendation data segment is displayed.

**Figure 11-4 Buyer Recommendation - Buyer Recommendation**

The screenshot shows the Oracle Collateral Liquidation - Buyer Recommendation screen. The left sidebar has a menu with 'Collateral Details', 'Commodity', 'Buyer Recommendation', 'Buyer Details', and 'Comments'. The 'Buyer Recommendation' tab is selected. The main area displays 'Buyer Recommendation' details for 'Bid Details'. It shows 'Collateral ID \*' as 'COL212366850', 'Collateral Description \*' as 'desc', and 'Bid Date \*' as 'Nov 25, 2021'. Below this is a table with one item, and a 'View' button is visible. At the bottom right, there are buttons: 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

1. View the bidding details.
2. click **Next**.

The **Buyer Recommendation - Buyer Details** screen is displayed.

### 11.1.4 Buyer Details

Detailed information about the Buyer Details data segment in Buyer Recommendation stage.

This data segment allows to add details about the final buyer selected by comparing bidding details in all the bid documents. Upon clicking **Next** in the **Buyer Recommendation - Buyer Recommendation** screen, the Buyer Details data segment is displayed.

**Figure 11-5 Buyer Recommendation - Buyer Details**

1. Specify the **Buyer Details** by referring the below table.

**Table 11-1 Buyer Recommendation - Buyer Details**

| Fields/ Icons               | Description                                                    |
|-----------------------------|----------------------------------------------------------------|
| <b>Organization Details</b> | Specify the buyer's organization name.                         |
| <b>Buyer Details</b>        | Specify the buyer name.                                        |
| <b>House/Building</b>       | Specify the name of House/Building where the buyer is located. |
| <b>Street</b>               | Specify the Street where the buyer is located.                 |
| <b>Locality</b>             | Specify the buyer's Locality.                                  |
| <b>Landmark</b>             | Specify the <b>Landmark</b> for buyer location.                |
| <b>Area</b>                 | Specify the <b>Area</b> where the buyer is located.            |
| <b>City</b>                 | Specify the <b>City</b> where the buyer is located.            |
| <b>State</b>                | Specify the <b>State</b> where the buyer is located.           |
| <b>Zip-Code</b>             | Specify the <b>Zip-Code</b> for the buyer address.             |
| <b>Country</b>              | Specify the <b>Country</b> where the buyer is located.         |
| <b>Email Address</b>        | Enter the <b>E-mail address</b> of the buyer.                  |
| <b>Phone Number</b>         | Enter the <b>Phone Number</b> of the buyer.                    |

2. Click **Next**.

The **Buyer Recommendation - Comments** screen is displayed.

## 11.1.5 Comments

Detailed information about the Comments data segment in Buyer Recommendation stage.

This data segment allows you to capture overall comments for the Buyer Recommendation stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking **Next** in the **Buyer Recommendation - Buyer Details** screen, the Comments data segment is displayed.

**Figure 11-6 Buyer Recommendation- Comments**

ORACLE Free Tasks ( DEFAULTENTITY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - Buyer Recommendation

Collateral Details

Commodity

Buyer Recommendation

Buyer Details

Comments

Comments

Screen ( 5 / 5)

Buyer recommendation completed

Post

16 Nov '21 15:56:02 BID Capture Anitta BID capture completed

Hold Back Next Save & Close Submit Cancel

1. Type the comments for the Buyer Recommendation stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box.
3. To submit the Buyer Recommendation task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 11-7 Buyer Recommendation - Checklist**

Checklist

No items to display.

Page
1
(0 of 0 items)

K
<
1
>
>

\* Outcome

Enter Outcome

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the required **Outcome**.

The options available are:

- **Proceed**
- **Additional Info**

5. Click **Submit**.

If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.

If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# 12

## Buyer Approval

### 12.1 Buyer Approval

Detailed information about the Buyer Approval stage in the Collateral Liquidation process.

In this stage, the Bid Approver must validate the buyer based on the documents submitted and make necessary decision to approve or reject the buyer.

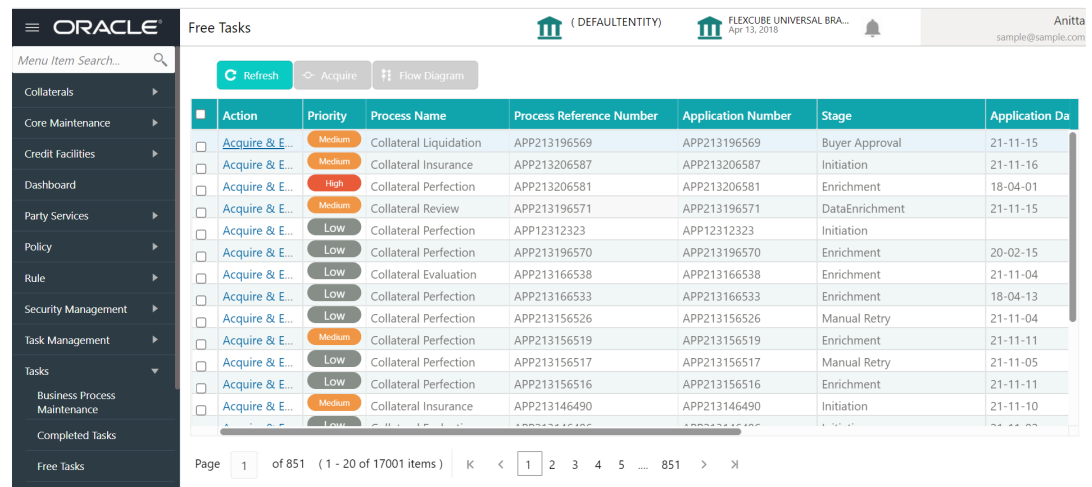
The data segments in the Buyer Approval stage is same as that of Buyer Recommendation stage. In this topic, only steps to Approve / Reject the buyer is provided. For field level information, refer the **Buyer Recommendation** topic.

To approve or reject the buyer:

1. Navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

**Figure 12-1 Free Tasks**



| Action                                  | Priority | Process Name           | Process Reference Number | Application Number | Stage          | Application Date |
|-----------------------------------------|----------|------------------------|--------------------------|--------------------|----------------|------------------|
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Buyer Approval | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213206587             | APP213206587       | Initiation     | 21-11-16         |
| <input type="checkbox"/> Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment     | 18-04-01         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation     |                  |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment     | 20-02-15         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment     | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment     | 18-04-13         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry   | 21-11-04         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment     | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry   | 21-11-05         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment     | 21-11-11         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation     | 21-11-10         |

2. **Acquire & Edit** the required **Buyer Approval** task.

The **Buyer Approval - Collateral Details** screen is displayed.

Figure 12-2 Buyer Approval- Collateral details

ORACLE Free Tasks (DEFAULTTNTY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - Buyer Approval

Collateral Details

Customer details

Customer ID \* 000002181 Customer Name

Collateral details

Collateral Type Commodity Collateral Category ELCM - COMMODITYMANUAL... Collateral Subcategory Agreed Collateral Value USD100,000.00

Purpose Of Collateral \* Replacement Of Collateral Collateral Description \* desc Seniority of Charge \* PRIMARY Collateral Start and End Date \* Aug 1, 2021 ↔ Aug 31, 2025

Charge Type External Collateral ID REF676767

Hold Back Next Save & Close Cancel

3. Click **Next** and navigate to **Comments** data segment.

Figure 12-3 Buyer Approval - Comments

ORACLE Free Tasks (DEFAULTTNTY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - Buyer Approval

Comments

Buyer approval completed

Post

16 Nov '21 15:58:27 Buyer Recommendation Anitta Buyer recommendation completed

Hold Back Next Save & Close Submit Cancel

4. Type the comments for the Buyer Approval stage in the **Comments** text box.
5. Click **Post**.  
Comments are posted below the Comments text box.
6. To submit the Buyer Approval task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 12-4 Buyer Approval - Checklist**

The screenshot shows a web application window titled "Checklist" with a close button (X) in the top right corner. The main content area displays "No items to display." Below this is a pagination control showing "Page 1 (0 of 0 items)" with navigation buttons for first, previous, current (1), next, and last. At the bottom left, there is a label "\* Outcome" followed by a dropdown menu currently showing "Enter Outco" with a downward arrow. At the bottom right is a green "Submit" button.

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

7. Select the required **Outcome**.

The options available are:

- **Approve**
- **Reject**

8. Click **Submit**.

If the **Outcome** is selected as **Approve**, the application is moved to the next stage.

If the **Outcome** is selected as **Reject**, the application is rejected and the task is completed.

# 13

## Buyer Confirmation

### 13.1 Buyer Confirmation

Detailed information about the Buyer Confirmation stage in the Collateral Liquidation process.

In this stage, the Credit Officer or the user authorized to edit the Buyer Confirmation task must notify the selected buyer with the bidding agreement through their preferred medium.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in Buyer Confirmation stage.
- [Commodity](#)  
Detailed information about the Commodity data segment in Buyer Confirmation stage.
- [Draft Generation](#)  
Detailed information about the Draft Generation data segment in the Buyer Confirmation stage.
- [Comments](#)  
Detailed information about the Comments data segment in Buyer Confirmation stage.

#### 13.1.1 Collateral Details

Detailed information about the Collateral Details data segment in Buyer Confirmation stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Buyer Confirmation task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

Figure 13-1 Free Tasks

| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage              | Application Date |
|----------------|----------|------------------------|--------------------------|--------------------|--------------------|------------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Buyer Confirmation | 21-11-15         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206587             | APP213206587       | Initiation         | 21-11-16         |
| Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment         | 18-04-01         |
| Acquire & Edit | Medium   | Collateral Review      | APP213196571             | APP213196571       | DataEnrichment     | 21-11-15         |
| Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation         |                  |
| Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment         | 20-02-15         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment         | 21-11-04         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment         | 18-04-13         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry       | 21-11-04         |
| Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment         | 21-11-11         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry       | 21-11-05         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment         | 21-11-11         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation         | 21-11-10         |

- Click **Acquire & Edit** in the required **Buyer Confirmation** task.  
The **Buyer Confirmation- Collateral Details** page is displayed.

Figure 13-2 Buyer Confirmation- Collateral details

| Collateral Type | Collateral Category       | Collateral Subcategory | Agreed Collateral Value |
|-----------------|---------------------------|------------------------|-------------------------|
| Commodity       | ELCM - COMMODITYMANUAL... |                        | USD100,000.00           |

| Purpose Of Collateral     | Collateral Description | Seniority of Charge | Collateral Start and End Date |
|---------------------------|------------------------|---------------------|-------------------------------|
| Replacement Of Collateral | desc                   | PRIMARY             | Aug 1, 2021 ↔ Aug 31, 2025    |

| Charge Type | External Collateral ID |
|-------------|------------------------|
|             | REF676767              |

| Ownership details | Is Shareable Across Customers? |
|-------------------|--------------------------------|
| Ownership Type    |                                |
| Single            | <input type="checkbox"/>       |

- View the collateral details and click **Next**.  
The **Buyer Confirmation - Commodity** screen is displayed.

## 13.1.2 Commodity

Detailed information about the Commodity data segment in Buyer Confirmation stage.

The collateral details provided at the time of collateral creation is displayed in this data segment. You can view the detailed collateral information by clicking the action icon and selecting **View** option. Upon clicking **Next** in the **Buyer Confirmation - Collateral Details** screen, the Commodity data segment is displayed.

**Figure 13-3 Buyer Confirmation- Commodity**

ORACLE Free Tasks ( DEFAULTTENTITY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anita sample@sample.com

Collateral Liquidation - Buyer Confirmation

Collateral Details

Commodity

Collateral Details

Issuer Reference Number: IR896 Currency: USD Total Amount: \$12,000,000.00 View

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

Hold Back Next Save & Close Cancel

Success Data saved successfully!

1. View the collateral details.
2. click **Next**.

The **Buyer Confirmation - Draft Generation** screen is displayed.

### 13.1.3 Draft Generation

Detailed information about the Draft Generation data segment in the Buyer Confirmation stage.

This data segment allows you to generate and send the bidding agreement to the selected buyer. Upon clicking **Next** in the **Buyer Confirmation- Commodity** screen, the Draft Generation data segment is displayed.

**Figure 13-4 Draft Generation**

Draft Generation Screen ( 2 / 3)

FAC01

+ FAC01

Generate Document

Hold Back Next Save & Close Cancel

1. Click **Generate Document**.

The **Draft Generation Details** window is displayed.

**Figure 13-5 Draft Generation Details**

Draft Generation Details

Communication Type

Email

E-Mail CC

john\_doe@example.com

E-Mail To \*

john\_doe@example.com

E-Mail To \*

Subject \*

Proposal draft

Cancel

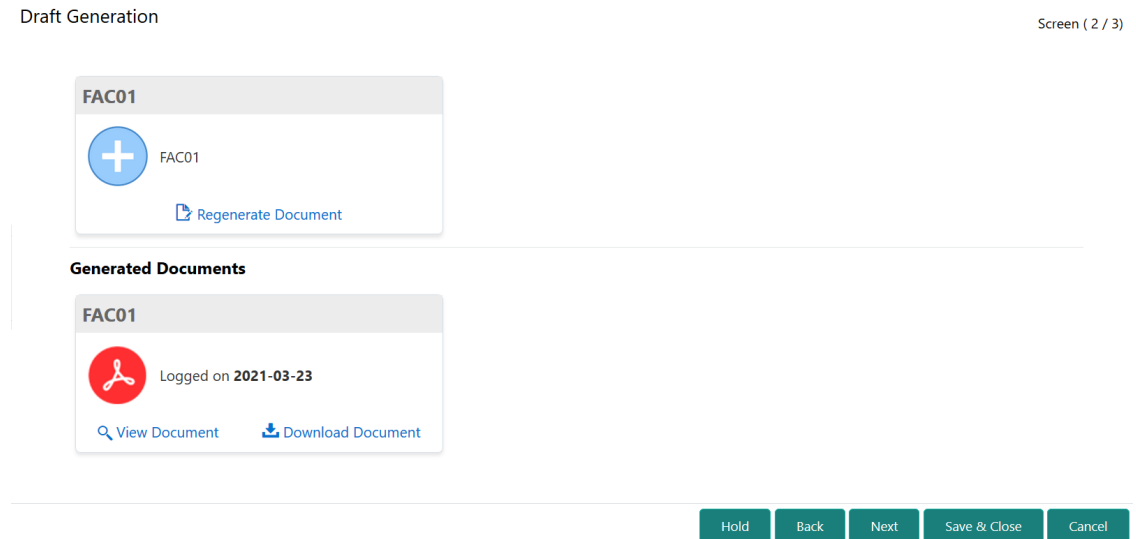
Generate

2. Specify all the details in the **Draft Generation Details** window.  
For field level information, refer the below table.

**Table 13-1 Draft Generation Details - Field Description**

| Field                     | Description                                                                                                                      |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>Communication Type</b> | By default, the <b>Communication Type</b> is displayed as Email. You cannot change the <b>Communication Type</b> in this screen. |
| <b>E-Mail To</b>          | Specify the E-mail address to which the draft document has to be sent.                                                           |
| <b>E-Mail CC</b>          | Specify the E-mail address which has to be in CC of draft communication mail.                                                    |
| <b>Subject</b>            | Specify the mail <b>Subject</b> .                                                                                                |
| <b>Generate</b>           | Click this to send the draft document to the mail ID mentioned in <b>E-Mail To</b> field.                                        |
| <b>Cancel</b>             | Click this to exit the <b>Draft Generation Details</b> window without saving the provided information.                           |

Once the draft document is successfully sent to the mentioned mail ID, the **Generated Documents** is displayed in the **Draft Generation** screen as shown below.

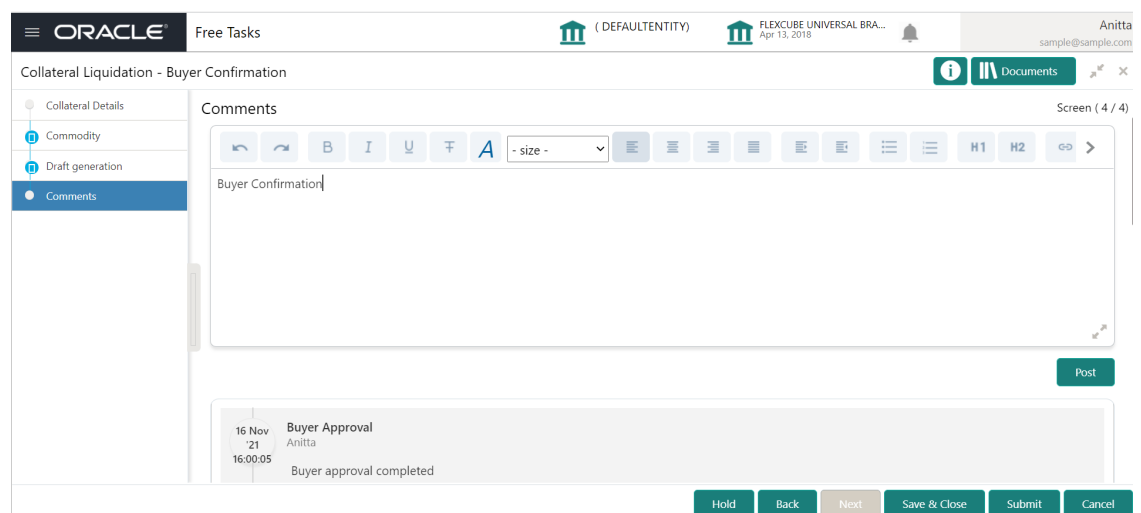
**Figure 13-6 Draft Generation - Completed**

3. To view the generated draft document, click **View Document**.
4. To download the generated draft document, click **Download Document**.
5. After performing necessary actions in the **Draft Generation** screen, click **Next**.

## 13.1.4 Comments

Detailed information about the Comments data segment in Buyer Confirmation stage.

This data segment allows you to capture overall comments for the Buyer Confirmation stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking **Next** in the **Buyer Confirmation- Draft Generation** screen, the Comments data segment is displayed.

**Figure 13-7 Buyer Confirmation - Comments**

1. Type the comments for the Buyer Confirmation stage in the **Comments** text box.

2. Click **Post**.  
Comments are posted below the Comments text box.
3. To submit the Buyer Confirmation task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 13-8 Buyer Confirmation - Checklist**

The screenshot shows a window titled "Checklist" with a close button (X) in the top right corner. Inside the window, it says "No items to display." Below this, there is a pagination bar showing "Page 1 (0 of 0 items)" and navigation buttons: a left arrow, a box containing the number "1", a right arrow, and a double right arrow. At the bottom left, there is a label "\* Outcome" followed by a dropdown menu currently showing "Enter Outco". At the bottom right, there is a green "Submit" button.

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the required **Outcome**.  
The options available are:
  - **Confirmed**
  - **Reject**
5. Click **Submit**.  
If the **Outcome** is selected as **Confirmed**, the application is moved to the next stage on clicking **Submit**.  
If the **Outcome** is selected as **Reject**, the application is sent back to the previous stage on clicking **Submit**.

# Document Retrieval

## 14.1 [Document Retrieval](#)

Detailed information about the Document Retrieval stage in the Collateral Liquidation process.

In this stage, the Document Officer or the user authorized to edit the Document Retrieval stage must retrieve the registered collateral documents and delink it from the customer.

- [Collateral Summary](#)  
Detailed information about the Collateral Summary data segment in Document Retrieval stage.
- [Document Retrieval](#)  
Detailed information about the Document Retrieval data segment in Document Retrieval stage.
- [Comments](#)  
Detailed information about the Comments data segment in Document Retrieval stage.

### 14.1.1 [Collateral Summary](#)

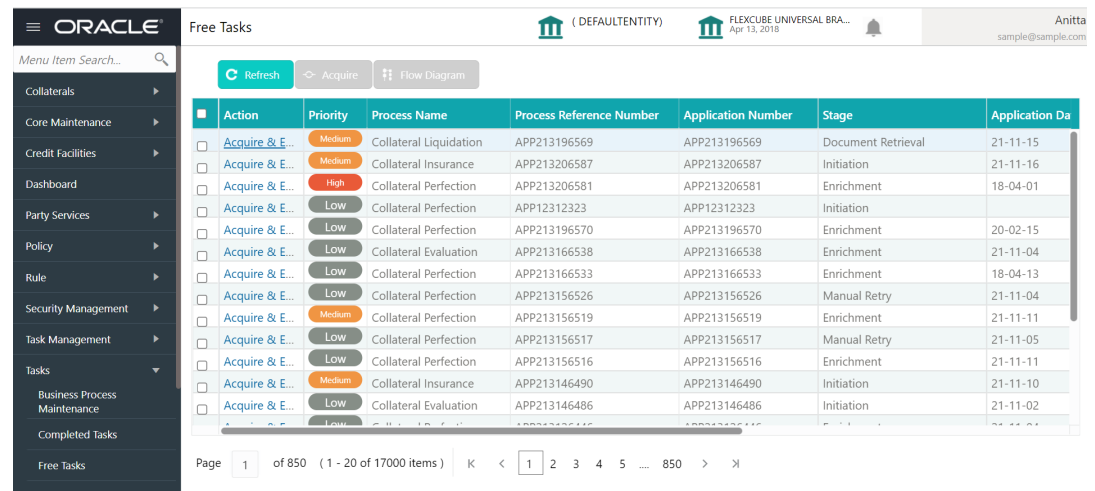
Detailed information about the Collateral Summary data segment in Document Retrieval stage.

In this data segment, the following details about the collateral are displayed.

- Basic Information
  - Collateral type details
  - Linked Facilities Details
  - Ownership
  - Seniority of Charge
  - Covenants
  - Insurance
  - Configured Stage Status
1. To acquire the Document Retrieval task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

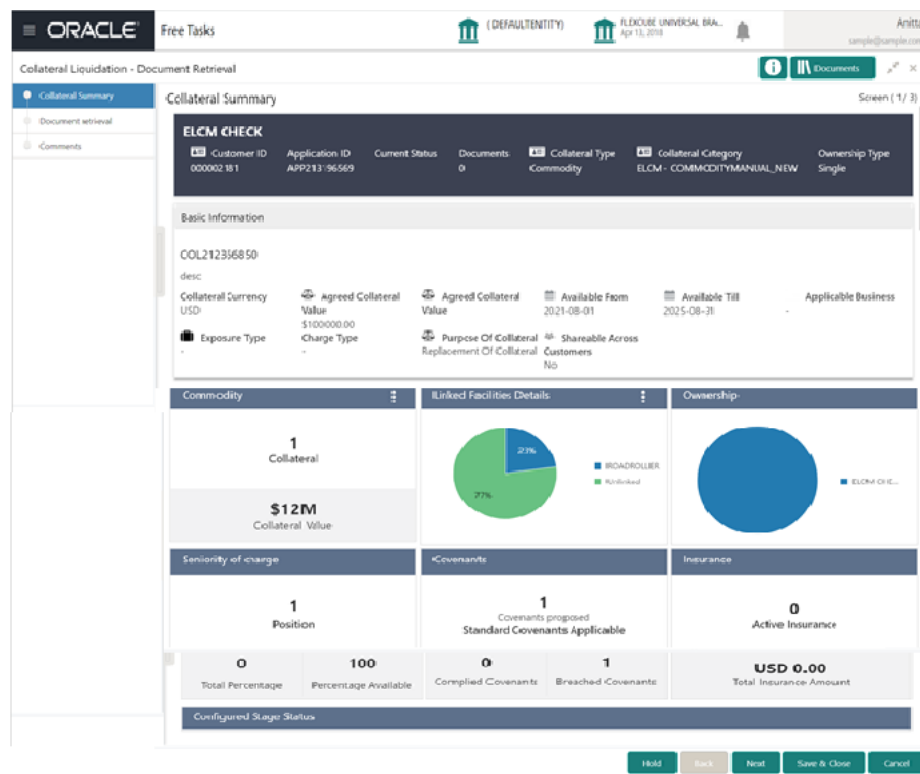
Figure 14-1 Free Tasks



|                          | Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage              | Application Date |
|--------------------------|----------------|----------|------------------------|--------------------------|--------------------|--------------------|------------------|
| <input type="checkbox"/> | Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Document Retrieval | 21-11-15         |
| <input type="checkbox"/> | Acquire & Edit | Medium   | Collateral Insurance   | APP213206587             | APP213206587       | Initiation         | 21-11-16         |
| <input type="checkbox"/> | Acquire & Edit | High     | Collateral Perfection  | APP213206581             | APP213206581       | Enrichment         | 18-04-01         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Perfection  | APP12312323              | APP12312323        | Initiation         |                  |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Perfection  | APP213196570             | APP213196570       | Enrichment         | 20-02-15         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Evaluation  | APP213166538             | APP213166538       | Enrichment         | 21-11-04         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Perfection  | APP213166533             | APP213166533       | Enrichment         | 18-04-13         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Perfection  | APP213156526             | APP213156526       | Manual Retry       | 21-11-04         |
| <input type="checkbox"/> | Acquire & Edit | Medium   | Collateral Perfection  | APP213156519             | APP213156519       | Enrichment         | 21-11-11         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Perfection  | APP213156517             | APP213156517       | Manual Retry       | 21-11-05         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Perfection  | APP213156516             | APP213156516       | Enrichment         | 21-11-11         |
| <input type="checkbox"/> | Acquire & Edit | Medium   | Collateral Insurance   | APP213146490             | APP213146490       | Initiation         | 21-11-10         |
| <input type="checkbox"/> | Acquire & Edit | Low      | Collateral Evaluation  | APP213146486             | APP213146486       | Initiation         | 21-11-02         |

- Click **Acquire & Edit** in the required **Document Retrieval** task.  
The **Document Retrieval- Collateral Summary** screen is displayed.

Figure 14-2 Document Retrieval - Collateral Summary



**Collateral Liquidation - Document Retrieval**

**Collateral Summary** Screen (1/3)

**ELCM CHECK**

| Customer ID | Application ID | Current Status | Documents | Collateral Type | Collateral Category        | Ownership Type |
|-------------|----------------|----------------|-----------|-----------------|----------------------------|----------------|
| 000002181   | APP213196569   |                | 0         | Commodity       | ELCM - COMMODITYMANUAL_NEW | Single         |

**Basic Information**

COL212356850

desc

| Collateral Currency | Agreed Collateral Value | Agreed Collateral Value | Available From | Available Till | Applicable Business |
|---------------------|-------------------------|-------------------------|----------------|----------------|---------------------|
| USD                 | \$1000000.00            |                         | 2021-08-01     | 2025-08-31     |                     |

Exposure Type: - Charge Type: - Purpose Of Collateral: Replacement Of Collateral Shareable Across Customers: No

| Commodity                              | Linked Facilities Details                  | Ownership          |
|----------------------------------------|--------------------------------------------|--------------------|
| 1 Collateral<br>\$12M Collateral Value | <p>27% BROADBOLLER</p> <p>27% Unlinked</p> | <p>ELCM CHE...</p> |

| Seniority of charge | Covenants                                             | Insurance          |
|---------------------|-------------------------------------------------------|--------------------|
| 1 Position          | 1 Covenants proposed<br>Standard Covenants Applicable | 0 Active Insurance |

| Total Percentage | Percentage Available | Complied Covenants | Breached Covenants | Total Insurance Amount |
|------------------|----------------------|--------------------|--------------------|------------------------|
| 0                | 100                  | 0                  | 1                  | USD 0.00               |

Configured Stage Status

Hold Back Next Save & Close Cancel

- View the Collateral summary and click **Next**.  
The **Document Retrieval - Document Retrieval** is displayed.

## 14.1.2 Document Retrieval

Detailed information about the Document Retrieval data segment in Document Retrieval stage.

This data segment allows to add the collateral document retrieval status. Upon clicking **Next** in the **Document Retrieval - Collateral Summary** screen, the Document Retrieval data segment is displayed.

**Figure 14-3 Document Retrieval - Document Retrieval**

ORACLE My Tasks ( DEFAULTTENTITY) FLEXCUBE UNIVERSAL BRA... Apr 13, 2018 Anitta sample@sample.com

Collateral Liquidation - Document Retrieval

Collateral Summary  
Document retrieval  
Comments

Document retrieval

Agency: SK01 Document ID: DOC20279036 Document Description: Aadhar Proof

Retrieval Reference Number:

Page 1 of 1 (1 of 1 items)

Hold Back Next Save & Close Cancel

1. Click the action icon in the required document record and select **Edit**.  
The **Document Retrieval Details** screen is displayed.

**Figure 14-4 Document Retrieval Details**

Document Retrieval

|                  |                       |                            |
|------------------|-----------------------|----------------------------|
| Agency           | Document ID           | Document Description       |
| SK01             | DOC20279036           | Aadhar Proof               |
| Safekeeping Date | Safekeeping Location  | Shelf Number               |
| Oct 9, 2020      | LOC                   | 123                        |
| Drawer Number    | Key Number            | Retrieval Reference Number |
| 123              | 123                   | 6                          |
| Retrieval Date * | Retrieval Status *    |                            |
| Jan 30, 2020     | Awaiting Confirmation |                            |

Save Cancel

In the above screen, the following document safekeeping details captured in the Collateral Perfection Process are displayed.

- Agency
- Document ID
- Document Description
- Safekeeping Date
- Safekeeping Location

- Shelf Number
  - Drawer Number
  - Key Number
2. Specify the document retrieval details by referring the below table.

**Table 14-1 Document Retrieval - Document Retrieval**

| Fields/ Icons                     | Description                                                     |
|-----------------------------------|-----------------------------------------------------------------|
| <b>Retrieval Date</b>             | Specify the date on which the collateral document is retrieved. |
| <b>Retrieval Status</b>           | Select the <b>Retrieval Status</b> from the drop down list.     |
| <b>Retrieval Reference Number</b> | Specify a unique reference number for document retrieval.       |

3. Click **Save**.

The retrieval details are added and displayed as shown below.

**Figure 14-5 Document Retrieval Details**

The screenshot displays the Oracle Document Retrieval interface. The top navigation bar includes the Oracle logo, 'My Tasks', and user information for 'Anitta' (sample@sample.com). The main header shows 'Collateral Liquidation - Document Retrieval' and a 'Documents' icon. The left sidebar has a menu with 'Collateral Summary', 'Document retrieval' (selected), and 'Comments'. The main content area, titled 'Document retrieval', shows a document record with the following details: Agency: SK01, Document ID: DOC20279036, Document Description: Aadhar Proof, and Retrieval Reference Number: 6. Below the record is a pagination bar showing 'Page 1 of 1 (1 of 1 items)' with navigation arrows. On the right side of the record, there are 'Edit' and 'View' action buttons. At the bottom of the screen, there is a row of buttons: 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

4. To **Edit** or **View** the retrieval details, click the action icon in the retrieval record and select the required option.
5. To go to the next data segment, click **Next**.

The **Document Retrieval - Comments** screen is displayed.

### 14.1.3 Comments

Detailed information about the Comments data segment in Document Retrieval stage.

This data segment allows you to capture overall comments for the Document Retrieval stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking **Next** in the **Document Retrieval - Document Retrieval** screen, the Comments data segment is displayed.

**Figure 14-6 Document Retrieval - Comments**

The screenshot shows the Oracle Collateral Liquidation - Document Retrieval interface. The top navigation bar includes the Oracle logo, 'My Tasks', and user information for 'Anitta sample@sample.co'. The main header is 'Collateral Liquidation - Document Retrieval'. On the left, a sidebar shows 'Collateral Summary', 'Document retrieval', and 'Comments' (selected). The 'Comments' section has a rich text editor with the text 'Document retrieval completed'. Below the editor is a 'Post' button. At the bottom, there is a list of comments: '16 Nov 21 16:01:05 Buyer Confirmation Anitta'. At the very bottom, there are buttons: 'Hold', 'Back', 'Next', 'Save & Close', 'Submit', and 'Cancel'.

1. Type the comments for the Document Retrieval stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box.
3. To submit the Document Retrieval task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 14-7 Document Retrieval - Checklist**

The screenshot shows the Oracle Checklist window. The title bar says 'Checklist' with a close button. The main content area says 'No items to display.' Below this is a pagination bar: 'Page 1 (0 of 0 items)' with navigation buttons (K, <, 1, >, X). At the bottom, there is a form with a label '\* Outcome' and a dropdown menu with the text 'Enter Outco'. To the right of the form is a 'Submit' button.

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the **Outcome** as **Proceed**.
5. Click **Submit**.

The application is moved to the next stage.

# Asset Transfer to Buyer

## 15.1 [Asset Transfer to Buyer](#)

Detailed information about the Asset Transfer to Buyer stage in the Collateral Liquidation process.

In this stage, the Document Officer or the user authorized to edit the Asset Transfer To Buyer task must transfer the asset from old customer to the new buyer by capturing buyer and transfer details.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in the Asset Transfer to Buyer stage.
- [Buyer Details](#)  
Procedure to add buyer details.
- [Transfer Details](#)  
Detailed information about the Transfer Details data segment in the Asset Transfer to Buyer Stage.
- [Comments](#)  
Detailed information about the Comments data segment in the Asset Transfer to Buyer stage.

### 15.1.1 [Collateral Details](#)

Detailed information about the Collateral Details data segment in the Asset Transfer to Buyer stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Asset Transfer to Buyer task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

Figure 15-1 Free Tasks

| Action                                  | Priority | Process Name           | Process Reference Number | Application Number | Stage                   | Application Date |
|-----------------------------------------|----------|------------------------|--------------------------|--------------------|-------------------------|------------------|
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Asset Transfer To Buyer | 21-11-15         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Review      | APP213216610             | APP213216610       | DataEnrichment          | 21-11-17         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213216608             | APP213216608       | Initiation              | 21-11-17         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213216607             | APP213216607       | Initiation              | 21-11-17         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213216606             | APP213216606       | Initiation              | 21-11-17         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213216605             | APP213216605       | Initiation              | 21-11-17         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213216604             | APP213216604       | Initiation              | 21-11-17         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213206603             | APP213206603       | Initiation              | 21-11-16         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213206602             | APP213206602       | Initiation              | 21-11-16         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213206601             | APP213206601       | Initiation              | 21-11-16         |
| <input type="checkbox"/> Acquire & Edit | Medium   | Collateral Insurance   | APP213206600             | APP213206600       | Initiation              | 21-11-16         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Evaluation  | APP213206599             | APP213206599       | RiskEvaluation          | 18-04-04         |
| <input type="checkbox"/> Acquire & Edit | Low      | Collateral Perfection  | APP213206595             | APP213206595       | Field Investigation     | 18-04-03         |

- Click **Acquire & Edit** in the required **Asset Transfer to Buyer** task.  
The **Asset Transfer To Buyer - Collateral Details** screen is displayed.

Figure 15-2 Asset Transfer to Buyer - Collateral Details

Collateral Liquidation - Asset Transfer To Buyer

Collateral Details

Customer details

Collateral details

Collateral Type: Commodity

Collateral Category: ELCM - COMMODITYMANUAL...

Collateral Subcategory:

Agreed Collateral Value: USD100,000.00

Purpose Of Collateral: Replacement Of Collateral

Collateral Description: desc

Seniority of Charge: PRIMARY

Collateral Start and End Date: Aug 1, 2021 to Aug 31, 2025

Charge Type: External Collateral ID: REF676767

Ownership details

Ownership Type: Single

Is Shareable Across Customers? ☐

Hold Back Next Save & Close Cancel

- View the collateral details and click **Next**.  
The **Asset Transfer to Buyer - Buyer Details** screen is displayed.

## 15.1.2 Buyer Details

Procedure to add buyer details.

Upon clicking **Next** in the **Asset Transfer to Buyer - Collateral Details** screen, the Buyer Details data segment is displayed.

Figure 15-3 Asset Transfer to Buyer - Buyer Details

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Collateral Liquidation - Asset Transfer To Buyer

Collateral Details Buyer Details Transfer Details Comments

**Buyer Details**

Buyer Name \* ste

Buyer Details \* ste

Street Enter Street Details

Landmark Enter Landmark

City \* CBE

Zip-Code \* 987654

Email Address \* Enter Email

**Organization Details**

Organization Details \* ind

House/Building \* 12

Locality Enter Street Details

Area Enter Area

State \* TN

Country \* IN

Phone Number cont

Hold Back Next Save & Close Cancel

Success Data saved successfully!

1. Specify the buyer details by referring the below table.

Table 15-1 Buyer Recommendation - Buyer Details

| Fields/ Icons               | Description                                                           |
|-----------------------------|-----------------------------------------------------------------------|
| <b>Organization Details</b> | Specify the buyer's organization name.                                |
| <b>Buyer Details</b>        | Specify the buyer name.                                               |
| <b>House/Building</b>       | Specify the name of <b>House/Building</b> where the buyer is located. |
| <b>Street</b>               | Specify the <b>Street</b> where the buyer is located.                 |
| <b>Locality</b>             | Specify the buyer's <b>Locality</b> .                                 |
| <b>Landmark</b>             | Specify the <b>Landmark</b> for buyer location.                       |
| <b>Area</b>                 | Specify the <b>Area</b> where the buyer is located.                   |
| <b>City</b>                 | Specify the <b>City</b> where the buyer is located.                   |
| <b>State</b>                | Specify the <b>State</b> where the buyer is located.                  |
| <b>Zip-Code</b>             | Specify the <b>Zip-Code</b> for the buyer address.                    |
| <b>Country</b>              | Specify the <b>Country</b> where the buyer is located.                |
| <b>Email Address</b>        | Enter the <b>Email address</b> of the buyer.                          |
| <b>Phone Number</b>         | Enter the <b>Phone Number</b> of the buyer.                           |

2. Click **Next**.

The **Asset Transfer to Buyer - Transfer Details** screen is displayed.

### 15.1.3 Transfer Details

Detailed information about the Transfer Details data segment in the Asset Transfer to Buyer Stage.

This data segment allows you to capture the asset transfer details such as Transfer Status. Upon clicking **Next** in the **Asset Transfer to Buyer - Buyer Details** screen, the Transfer Details data segment is displayed.

**Figure 15-4 Asset Transfer to Buyer- Transfer Details**

1. Specify the transfer details by referring the below table.

**Table 15-2 Asset Transfer to Buyer- Transfer Details**

| Fields/ Icons                           | Description                                                        |
|-----------------------------------------|--------------------------------------------------------------------|
| <b>Transfer Request Date</b>            | Select the date on which the asset transfer is requested           |
| <b>Transfer Completion Date</b>         | Select the date on which the asset transfer is completed           |
| <b>Asset Transferred From</b>           | Enter the name of the customer from whom the asset is transferred. |
| <b>Asset Transferred To</b>             | Enter the name of the buyer to whom the Asset is transferred.      |
| <b>Acknowledgement Reference Number</b> | Specify the transfer <b>Acknowledgement Reference Number</b> .     |
| <b>Transfer Status</b>                  | Select the status of asset transfer from the drop down list.       |
| <b>Transfer Description</b>             | Provide a brief description about the asset transfer.              |

2. Click **Next**.

The **Asset Transfer to Buyer - Comments** screen is displayed.

## 15.1.4 Comments

Detailed information about the Comments data segment in the Asset Transfer to Buyer stage.

This data segment allows you to capture overall comments for the Asset Transfer to Buyer stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking **Next** in the **Asset Transfer to Buyer - Transfer Details** screen, the Comments data segment is displayed.

Figure 15-5 Asset Transfer to Buyer - Comments

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Collateral Liquidation - Asset Transfer To Buyer

Collateral Details  
Buyer Details  
Transfer Details  
Comments

Comments Screen ( 4 / 4)

Asset transfer to buy completed

Post

16 Nov '21 20:56:44 Document Retrieval Anitta Document retrival completed

Hold Back Next Save & Close Submit Cancel

1. Type the comments for the Asset Transfer to Buyer stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box
3. To submit the Asset Transfer to Buyer task, click **Submit**.  
The **Checklist** window is displayed.

Figure 15-6 Asset Transfer to Buyer - Checklist

Checklist

No items to display.

Page 1 (0 of 0 items) < 1 >

\* Outcome Enter Outco

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the **Outcome** as **Proceed**.
5. Click **Submit**.

The application is moved to the next stage on clicking **Submit**.

# 16

## Assignment of Settlement Account

### 16.1 Assignment of Settlement Account

Detailed information about the Assignment of Settlement Account stage in the Collateral Liquidation process.

In this stage, the Document Officer or the user authorized to edit the Assignment of Settlement Account task must capture the settlement account details such as **From account details** and **To account details** for transferring settlement amount and closing the transaction.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in Assignment of Settlement Account stage.
- [Buyer Details](#)  
Detailed information about the Buyer Details data segment in Assignment of Settlement Account Stage.
- [Settlement Details](#)  
Detailed information about the Settlement Details data segment in Assignment of Settlement Account Stage.
- [Comments](#)  
Detailed information about the Comments data segment in Assignment of Settlement Account stage.

#### 16.1.1 Collateral Details

Detailed information about the Collateral Details data segment in Assignment of Settlement Account stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Assignment of Settlement Account task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

**Figure 16-1 Free Tasks**

| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage                         | Application Date |
|----------------|----------|------------------------|--------------------------|--------------------|-------------------------------|------------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Assignment Of Settlement A... | 21-11-15         |
| Acquire & Edit | Medium   | Collateral Review      | APP213216610             | APP213216610       | DataEnrichment                | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216608             | APP213216608       | Initiation                    | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216607             | APP213216607       | Initiation                    | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216606             | APP213216606       | Initiation                    | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216605             | APP213216605       | Initiation                    | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216604             | APP213216604       | Initiation                    | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206603             | APP213206603       | Initiation                    | 21-11-16         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206602             | APP213206602       | Initiation                    | 21-11-16         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206601             | APP213206601       | Initiation                    | 21-11-16         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206600             | APP213206600       | Initiation                    | 21-11-16         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213206599             | APP213206599       | RiskEvaluation                | 18-04-04         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213206595             | APP213206595       | Field Investigation           | 18-04-03         |

- Click **Acquire & Edit** in the required **Assignment of Settlement Account** task.  
The **Assignment of Settlement Account- Collateral Details** page is displayed.

**Figure 16-2 Assignment of Settlement Account- Collateral details**

**Collateral Liquidation - Assignment Of Settlement Account**

**Collateral Details**

**Customer details**

**Collateral details**

Collateral Type: Commodity  
Collateral Category: ELCM - COMMODITYMANUAL...  
Collateral Subcategory: USD100,000.00  
Purpose Of Collateral: Replacement Of Collateral  
Collateral Description: desc  
Seniority of Charge: PRIMARY  
Collateral Start and End Date: Aug 1, 2021 - Aug 31, 2025  
Charge Type: External Collateral ID  
REF676767  
Ownership details  
Ownership Type: Single  
Is Shareable Across Customers?: ☐

**Hold Back Next Save & Close Cancel**

- View the collateral details and click **Next**.  
The **Assignment of Settlement Account- Buyer Details** screen is displayed.

## 16.1.2 Buyer Details

Detailed information about the Buyer Details data segment in Assignment of Settlement Account Stage.

The Buyer Details data segment displays the buyer details added in previous stages for verification. You can modify the details, if required. Upon clicking **Next** in the **Assignment of Settlement Account - Collateral Details** screen, the Buyer Details data segment is displayed.

**Figure 16-3 Assignment of Settlement Account - Buyer Details**

Oracle Collateral Liquidation - Assignment Of Settlement Account

Buyer Details

Buyer Name \*  
ste

Buyer Details \*  
ste  
Street  
Enter Street Details  
Landmark  
Enter Landmark  
City \*  
CBE  
Zip-Code \*  
987654  
Email Address \*  
Enter Email

Organization Details \*  
ind

House/Building \*  
12

Locality  
Enter Street Details

Area  
Enter Area

State \*  
TN

Country \*  
IN

Phone Number  
cont

Hold Back Next Save & Close Cancel

Success Data saved successfully!

- After performing the necessary action in the above screen, click **Next**.  
The **Assignment of Settlement Account - Settlement Details** screen is displayed.

### 16.1.3 Settlement Details

Detailed information about the Settlement Details data segment in Assignment of Settlement Account Stage.

The Settlement Details data segment allows to add the settlement account details for asset transfer settlement. Upon clicking **Next** in the **Assignment of Settlement Account - Buyer Details** screen, the Settlement Details data segment is displayed.

**Figure 16-4 Assignment of Settlement Account- Settlement Details**

Oracle Collateral Liquidation - Assignment Of Settlement Account

Settlement Details

No items to display.

Hold Back Next Save & Close Cancel

1. To add the settlement account details, click **+** the **add** icon.  
The **Settlement Details** screen is displayed.

**Figure 16-5 Assignment of Settlement Account - Settlement Details**

Settlement Details

|                      |                       |
|----------------------|-----------------------|
| From Bank *          | From Account Number * |
| ABA bank             | 39823928              |
| From Branch *        | To Bank *             |
| CHN                  | YES bank              |
| To Account Number *  | To Branch *           |
| 38273827             | CBE                   |
| Reference Number *   | Amount *              |
| 39283928             | USD \$1,000.00        |
| Mode Of Settlement * |                       |

Add Cancel Clear

2. Specify the settlement details by referring the below table.

**Table 16-1 Assignment of Settlement Account- Settlement - Settlement Details**

| Fields/ Icons             | Description                                                        |
|---------------------------|--------------------------------------------------------------------|
| <b>From Bank</b>          | Specify the name of Bank from which the fund is to be transferred. |
| <b>From Account Id</b>    | Specify the <b>From Account Id</b> .                               |
| <b>To Branch</b>          | Specify the bank branch to which the fund has to be transferred.   |
| <b>To Bank</b>            | Specif the Bank to which the fund has to be transferred.           |
| <b>To Account Id</b>      | Enter the account Id to which the fund has to be transferred.      |
| <b>Reference No</b>       | Specify a <b>Reference Number</b> for the settlement.              |
| <b>Amount</b>             | Specify the <b>Amount</b> to be transferred.                       |
| <b>Mode Of Settlement</b> | Select the <b>Mode Of Settlement</b>                               |

3. Click **Save**.  
The settlement details are added and displayed as shown below.

**Figure 16-6 Assignment of Settlement Account - Settlement Details**

The screenshot shows the Oracle Collateral Liquidation - Assignment Of Settlement Account screen. The left sidebar contains a navigation menu with 'Collateral Details', 'Buyer Details', 'Settlement Details' (selected), and 'Comments'. The main area is titled 'Settlement Details' and displays a settlement record with the following information:

|  |                                                                  |                                                                   |                          |  |
|--|------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------|--|
|  | <b>From Bank:</b> ABA bank<br><b>To Account Number:</b> 38273827 | <b>From Account Number:</b> 39823928<br><b>Amount:</b> \$1,000.00 | <b>To Bank:</b> YES bank |  |
|--|------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------|--|

At the bottom right, there are buttons: 'Hold', 'Back', 'Next', 'Save & Close', and 'Cancel'.

4. To **Edit**, **View** or **Delete** the settlement details, click the action icon in the settlement record and select the required option.
5. After adding the settlement details, click **Next**.

The **Assignment of Settlement Account - Comments** screen is displayed

## 16.1.4 Comments

Detailed information about the Comments data segment in Assignment of Settlement Account stage.

This data segment allows you to capture overall comments for the Assignment of Settlement Account stage. Capturing comments helps the user of next stage to better understand the application.

Upon clicking **Next** in the **Assignment of Settlement Account - Settlement Details** screen, the Comments data segment is displayed.

**Figure 16-7 Assignment of Settlement Account - Comments**

The screenshot shows the Oracle Collateral Liquidation - Assignment Of Settlement Account screen, Comments view. The left sidebar contains a navigation menu with 'Collateral Details', 'Buyer Details', 'Settlement Details', and 'Comments' (selected). The main area is titled 'Comments' and features a rich text editor with the text 'Assigned of settlement account'. Below the editor is a 'Post' button. At the bottom, there is a list of comments:

|                     |                                                                      |
|---------------------|----------------------------------------------------------------------|
| 17 Nov '21 18:56:59 | Asset Transfer To Buyer<br>Anitta<br>Asset transfer to buy completed |
|---------------------|----------------------------------------------------------------------|

At the bottom right, there are buttons: 'Hold', 'Back', 'Next', 'Save & Close', 'Submit', and 'Cancel'. An 'Audit' button is located at the bottom left.

1. Type the comments for the Assignment of Settlement Account stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box
3. To submit the Assignment of Settlement Account task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 16-8 Assignment of Settlement Account - Checklist**

The screenshot shows a window titled "Checklist" with a close button (X) in the top right corner. Below the title bar, it says "No items to display." At the bottom of the window, there is a pagination bar that reads "Page 1 (0 of 0 items)" followed by navigation icons: a left arrow, a right arrow, a box containing the number "1", and a double right arrow. Below the window, there is a form with a label "\* Outcome" and a dropdown menu showing "Enter Outco". To the right of the form is a green "Submit" button.

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the required **Outcome**.  
The options available are:
  - **Proceed**
  - **Additional Info**
5. Click **Submit**.  
If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.  
If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# Fund Allocation and Liquidation

## 17.1 Fund Allocation and Liquidation

Detailed information about the Fund Allocation and Liquidation stage in the Collateral Liquidation process.

Once the Asset Transfer is settled, the proceeds from the settlement must be used to settle the non-performing accounts.

In this stage, the Document Officer or the user authorized to edit the Fund Allocation and Liquidation task must capture the liquidation details for closing the non-performing account.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in Fund Allocation and Liquidation stage.
- [Linked Transaction](#)  
Detailed information about the Linked Transaction data segment in Fund Allocation and Liquidation stage.
- [Comments](#)  
Detailed information about the Comments data segment in Fund Allocation and Liquidation stage.

### 17.1.1 Collateral Details

Detailed information about the Collateral Details data segment in Fund Allocation and Liquidation stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Fund Allocation and Liquidation task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

Figure 17-1 Free Tasks

| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage                          | Application Da |
|----------------|----------|------------------------|--------------------------|--------------------|--------------------------------|----------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Fund Allocation And Liquida... | 21-11-15       |
| Acquire & Edit | Medium   | Collateral Review      | APP213216610             | APP213216610       | DataEnrichment                 | 21-11-17       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216608             | APP213216608       | Initiation                     | 21-11-17       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216607             | APP213216607       | Initiation                     | 21-11-17       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216606             | APP213216606       | Initiation                     | 21-11-17       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216605             | APP213216605       | Initiation                     | 21-11-17       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216604             | APP213216604       | Initiation                     | 21-11-17       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206603             | APP213206603       | Initiation                     | 21-11-16       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206602             | APP213206602       | Initiation                     | 21-11-16       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206601             | APP213206601       | Initiation                     | 21-11-16       |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206600             | APP213206600       | Initiation                     | 21-11-16       |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213206599             | APP213206599       | RiskEvaluation                 | 18-04-04       |
| Acquire & Edit | Low      | Collateral Perfection  | APP213206595             | APP213206595       | Field Investigation            | 18-04-03       |

- Click **Acquire & Edit** in the required **Fund Allocation and Liquidation** task.  
The **Fund Allocation and Liquidation- Collateral Details** page is displayed.

Figure 17-2 Fund Allocation and Liquidation- Collateral details

Collateral Liquidation - Fund Allocation And Liquidation

Collateral Details

Customer details

Customer ID \* 000002181 Customer Name

Collateral details

Collateral Type Commodity Owner Estimated Value USD100,000.00

Purpose Of Collateral \* Replacement Of Collateral Collateral Description \* desc Seniority of Charge \* PRIMARY Available From \* Aug 1, 2021 ↔ Aug 31, 2025

REF676767

Audit Hold Back Next Save & Close Cancel

- View the collateral details and click **Next**.  
The **Fund Allocation and Liquidation - Linked Transaction** screen is displayed.

## 17.1.2 Linked Transaction

Detailed information about the Linked Transaction data segment in Fund Allocation and Liquidation stage.

The Linked Transaction data segment displays all the account details to which the transferred collateral was linked for allocating proceeds. Upon clicking **Next** in the **Fund Allocation and Liquidation - Collateral Details** screen, the Linked Transaction data segment is displayed.

**Figure 17-3 Fund Allocation and Liquidation - Linked Transaction**

1. To allocate fund for the accounts linked to the liquidated collateral, click the action icon in the account record and select **Edit**.

The **Fund Allocation and Liquidation - Linked Transaction** screen is displayed.

**Figure 17-4 Fund Allocation and Liquidation - Linked Transaction**

2. Specify the transaction details by referring the below table.

**Table 17-1 Fund Allocation and Liquidation - Linked Transaction**

| Fields/ Icons                   | Description                                                     |
|---------------------------------|-----------------------------------------------------------------|
| <b>Transaction Reference No</b> | Specify the reference number of the transaction to be settled.  |
| <b>Facility Id</b>              | Specify the ID of facility with which the collateral is linked. |
| <b>Customer Name</b>            | Specify the name of customer who availed the linked facility.   |
| <b>Transaction Description</b>  | Provide a brief description for the transaction.                |

**Table 17-1 (Cont.) Fund Allocation and Liquidation - Linked Transaction**

| Fields/ Icons               | Description                                                        |
|-----------------------------|--------------------------------------------------------------------|
| <b>Transaction Status</b>   | Select the current status of transaction from the drop down list.  |
| <b>Transaction Currency</b> | Search and select the <b>Transaction Currency</b> .                |
| <b>Transaction Amount</b>   | Specify the total <b>Transaction Amount</b> .                      |
| <b>Amount Settled</b>       | Specify the amount settled so far for the transaction.             |
| <b>Linkage Amount</b>       | Specify the collateral amount that is linked with the transaction. |
| <b>Utilized Amount</b>      | Specify the amount that is utilized against the collateral.        |
| <b>Available Amount</b>     | Specify the collateral amount that is available for utilization.   |

3. Click **Save**.

The linked transaction details are added and displayed in the **Fund Allocation and Liquidation - Linked Transaction** screen.

4. After capturing linked transaction details, click **Next**.

The **Fund Allocation and Liquidation - Comments** screen is displayed.

## 17.1.3 Comments

Detailed information about the Comments data segment in Fund Allocation and Liquidation stage.

This data segment allows you to capture overall comments for the Fund Allocation and Liquidation stage. Capturing comments helps the user of next stage to better understand the application.

Upon clicking **Next** in the **Fund Allocation and Liquidation - Linked Transaction** screen, the Comments data segment is displayed.

**Figure 17-5 Fund Allocation and Liquidation - Comments**

1. Type the comments for the Fund Allocation and Liquidation stage in the **Comments** text box.

2. Click **Post**.

Comments are posted below the Comments text box.

3. To submit the Fund Allocation and Liquidation task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 17-6 Fund Allocation and Liquidation - Checklist**

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the required **Outcome**.

The options available are:

- **Proceed**
- **Additional Info**

5. Click **Submit**.

If the **Outcome** is selected as **Proceed**, the application is moved to the next stage on clicking **Submit**.

If the **Outcome** is selected as **Additional Info**, the application is sent back to the previous stage on clicking **Submit**.

# Await for Collateral Release

## 18.1 [Await for Collateral Release](#)

Detailed information about the Await for Collateral Release stage in the Collateral Liquidation process.

After settling all the non-performing accounts, the linked collaterals must be de-registered and the de-registration details must be captured in this stage.

- [Collateral Details](#)  
Detailed information about the Collateral Details data segment in Await for Collateral Release stage.
- [Draft Generation](#)  
Detailed information about the Draft generation data segment in the Await for Collateral Release stage.
- [Document Deregistration](#)  
Detailed information about the Document deregistration data segment in Await for Collateral Release stage.
- [Comments](#)  
Detailed information about the Comments data segment in the Await for Collateral Release stage.

### 18.1.1 [Collateral Details](#)

Detailed information about the Collateral Details data segment in Await for Collateral Release stage.

This data segment displays the collateral details captured as part of Collateral Evaluation / Perfection process. You cannot modify these details.

1. To acquire the Await for Collateral Release task, navigate to **Tasks > Free Tasks** from the left menu.

The **Free Tasks** screen is displayed.

**Figure 18-1 Free Tasks**

| Action         | Priority | Process Name           | Process Reference Number | Application Number | Stage                        | Application Date |
|----------------|----------|------------------------|--------------------------|--------------------|------------------------------|------------------|
| Acquire & Edit | Medium   | Collateral Liquidation | APP213196569             | APP213196569       | Await For Collateral Release | 21-11-15         |
| Acquire & Edit | Medium   | Collateral Review      | APP213216610             | APP213216610       | DataEnrichment               | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216608             | APP213216608       | Initiation                   | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216607             | APP213216607       | Initiation                   | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216606             | APP213216606       | Initiation                   | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216605             | APP213216605       | Initiation                   | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213216604             | APP213216604       | Initiation                   | 21-11-17         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206603             | APP213206603       | Initiation                   | 21-11-16         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206602             | APP213206602       | Initiation                   | 21-11-16         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206601             | APP213206601       | Initiation                   | 21-11-16         |
| Acquire & Edit | Medium   | Collateral Insurance   | APP213206600             | APP213206600       | Initiation                   | 21-11-16         |
| Acquire & Edit | Low      | Collateral Evaluation  | APP213206599             | APP213206599       | RiskEvaluation               | 18-04-04         |
| Acquire & Edit | Low      | Collateral Perfection  | APP213206595             | APP213206595       | Field Investigation          | 18-04-03         |

- Click **Acquire & Edit** in the required **Await for Collateral Release** task.  
The **Await for Collateral Release - Collateral Details** screen is displayed.

**Figure 18-2 Await for Collateral Release- Collateral details**

Collateral Details

Screen ( 1 / 6)

Customer details

Collateral details

Collateral Type: Commodity

Collateral Category: ELCM - COMMODITYMANUAL...

Collateral Subcategory:

Agreed Collateral Value: USD100,000.00

Purpose Of Collateral: Replacement Of Collateral

Collateral Description: desc

Seniority of Charge: PRIMARY

Collateral Start and End Date: Aug 1, 2021 to Aug 31, 2025

Charge Type: External Collateral ID: REF676767

Ownership details

Ownership Type: Single

Is Shareable Across Customers?

Hold Back Next Save & Close Cancel

- View the collateral details and click **Next**.  
The **Await for Collateral Release - Draft Generation** screen is displayed.

## 18.1.2 Draft Generation

Detailed information about the Draft generation data segment in the Await for Collateral Release stage.

This stage allows you to generate the deregistration document based on the captured details and business process configuration for the stage. Upon clicking **Next** in the **Await for Collateral Release - Collateral Details** screen, the Draft Generation data segment is displayed.

Figure 18-3 Draft Generation

Draft Generation

Screen ( 2 / 3 )

FAC01

+

FAC01

Generate Document

Hold

Back

Next

Save & Close

Cancel

1. Click **Generate Document**.  
The **Draft Generation Details** window is displayed.

Figure 18-4 Draft Generation Details

Draft Generation Details

Communication Type

Email

E-Mail CC

john\_doe@example.com

E-Mail To \*

john\_doe@example.com

Subject \*

Proposal draft

Cancel

Generate

2. Specify all the details in the **Draft Generation Details** window.  
For field level information, refer the below table.

Table 18-1 Draft Generation Details - Field Description

| Field              | Description                                                                                                                      |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Communication Type | By default, the <b>Communication Type</b> is displayed as Email. You cannot change the <b>Communication Type</b> in this screen. |
| E-Mail To          | Specify the E-mail address to which the draft document has to be sent.                                                           |

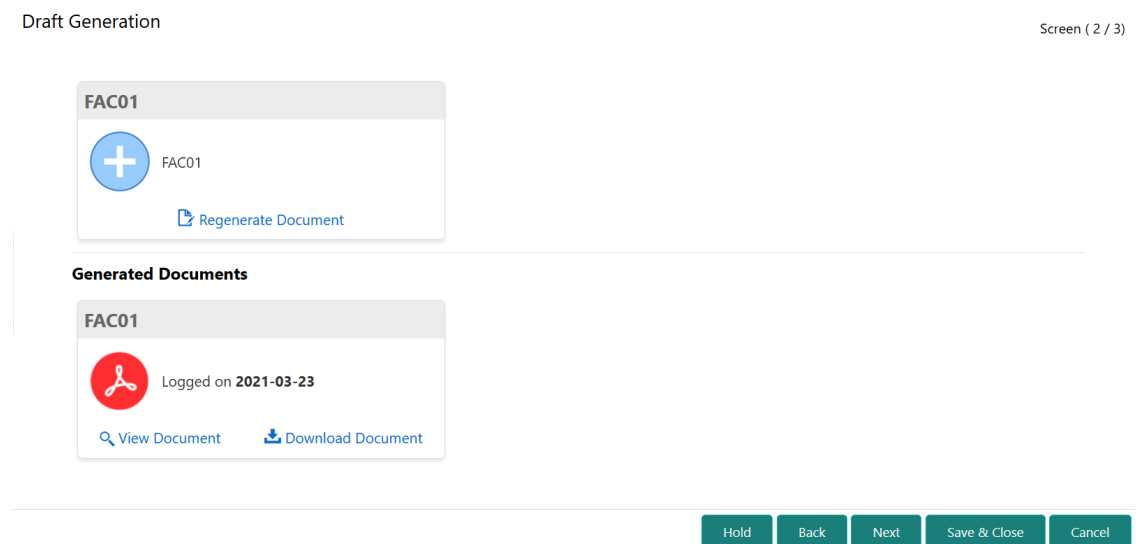
ORACLE®

18-3

**Table 18-1 (Cont.) Draft Generation Details - Field Description**

| Field            | Description                                                                                            |
|------------------|--------------------------------------------------------------------------------------------------------|
| <b>E-Mail CC</b> | Specify the E-mail address which has to be in CC of draft communication mail.                          |
| <b>Subject</b>   | Specify the mail <b>Subject</b> .                                                                      |
| <b>Generate</b>  | Click this to send the draft document to the mail ID mentioned in <b>E-Mail To</b> field.              |
| <b>Cancel</b>    | Click this to exit the <b>Draft Generation Details</b> window without saving the provided information. |

Once the draft document is successfully sent to the mentioned mail ID, the **Generated Documents** is displayed in the **Draft Generation** screen as shown below.

**Figure 18-5 Draft Generation - Completed**

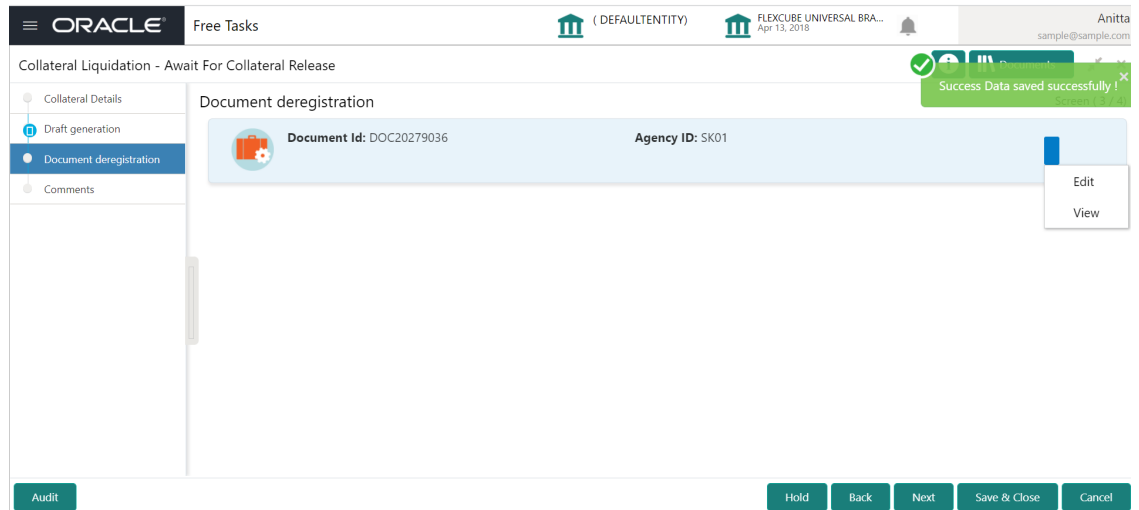
3. To view the generated draft document, click **View Document**.
4. To download the generated draft document, click **Download Document**.
5. After performing necessary actions in the **Draft Generation** screen, click **Next**.

### 18.1.3 Document Deregistration

Detailed information about the Document deregistration data segment in Await for Collateral Release stage.

This data segment allows to add the document deregistration details. Upon clicking **Next** in the **Await for Collateral Release - Draft Generation** screen, the Document Deregistration data segment is displayed.

**Figure 18-6 Await for Collateral Release - Document De-registration**



1. Click the action icon in the document record and select **Edit**.  
The **Document De-registration** screen is displayed.

**Figure 18-7 Await for Collateral Release - Document De-registration**

Document De-Registration ✕

|                                                |                                                   |
|------------------------------------------------|---------------------------------------------------|
| Agency<br>SK01                                 | Document Id<br>DOC20279036                        |
| Document Description<br>Aadhar Proof           | De-Registration Status<br>Awaiting Confirmation ▼ |
| De-Registration Request Date *<br>Nov 26, 2021 | Expected De-Registration Date *<br>Nov 30, 2021   |

Save
Cancel

In the above screen, the following details are displayed:

- Agency
  - Document Id
  - Document Description
2. Specify the de-registration details by referring the below table.

**Table 18-2 Await for Collateral Release - Document De-registration**

| Fields/ Icons          | Description                                                       |
|------------------------|-------------------------------------------------------------------|
| De-Registration Status | Select the <b>De-Registration Status</b> from the drop down list. |

**Table 18-2 (Cont.) Await for Collateral Release - Document De-registration**

| Fields/ Icons                        | Description                                                 |
|--------------------------------------|-------------------------------------------------------------|
| <b>De-Registration Request Date</b>  | Specify the date on which the de-registration is requested. |
| <b>Expected De-Registration Date</b> | Specify the <b>Expected De-Registration Date</b> .          |

3. Click **Save**.
4. After capturing the de-registration details, Click **Next**.

The **Await for Collateral Release - Comments** screen is displayed

## 18.1.4 Comments

Detailed information about the Comments data segment in the Await for Collateral Release stage.

This data segment allows you to capture overall comments for the Await for Collateral Release stage. Capturing comments helps the user of next stage to better understand the application. Upon clicking **Next** in the **Await for Collateral Release - Document De-registration** screen, the Comments data segment is displayed.

**Figure 18-8 Await for Collateral Release - Comments**

The screenshot displays the Oracle 'Await for Collateral Release - Comments' screen. The top navigation bar includes the Oracle logo, 'Free Tasks', and user information for 'Anitta sample@sample.com'. The left sidebar shows navigation options: 'Collateral Details', 'Draft generation', 'Document deregistration', and 'Comments' (which is selected). The main content area is titled 'Comments' and features a rich text editor with a toolbar. The text box contains the placeholder text 'Await For Collateral Release'. Below the text box is a 'Post' button. At the bottom of the screen, there is a list of comments with columns for date, time, and content. The bottom navigation bar includes buttons for 'Audit', 'Hold', 'Back', 'Next', 'Save & Close', 'Submit', and 'Cancel'.

1. Type the comments for the Await for Collateral Release stage in the **Comments** text box.
2. Click **Post**.  
Comments are posted below the Comments text box.
3. To submit the Await for Collateral Release task, click **Submit**.  
The **Checklist** window is displayed.

**Figure 18-9 Await for Collateral Release - Checklist**

Checklist

×

No items to display.

Page 1 (0 of 0 items) | < 1 > >>

\* Outcome 

Enter Outco ▼

Submit

 **Note:**

In the above window, checklist for the stage appears if it is configured in the Business Process Maintenance. You have to manually verify the checklist and enable the corresponding check box.

4. Select the **Outcome** as **Proceed**.
5. Click **Submit**.

The Collateral Liquidation process gets completed and the liquidation details are handed off to the back office system.