

# Oracle Banking Trade Finance Process Management Cloud Service

## Export Documentary Collection Liquidation



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# 1

## Preface

- [Purpose](#)
- [Audience](#)  
This document is intended for the following audience:
- [Documentation Accessibility](#)
- [Critical Patches](#)
- [Diversity and Inclusion](#)
- [Structure](#)  
This manual is organized into the following chapters:
- [Conventions](#)
- [Related Documents](#)
- [Screenshot Disclaimer](#)
- [Acronyms and Abbreviations](#)
- [Basic Actions](#)
- [Symbols and Icons](#)

### 1.1 Purpose

This manual is designed to help you quickly get acquainted with the Oracle Banking Trade Finance Process Management Cloud Service **Export Documentary Collection Liquidation** process.

### 1.2 Audience

This document is intended for the following audience:

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

### 1.3 Documentation Accessibility

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

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

Oracle 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 Structure

This manual is organized into the following chapters:

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

## 1.7 Conventions

The following text conventions are used in this document:

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

## 1.8 Related Documents

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

- Getting Started User Guide
- Oracle Banking Common Core User Guide

## 1.9 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.

## 1.10 Acronyms and Abbreviations

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

**Table 1-1 Acronyms and Abbreviations**

Abbreviation	Description
OBTFSM	Oracle Banking Trade Finance Process Management
LC	Letter of Credit
BC	Bankers Cheque
FX	Foreign Exchange
CCY	Currency
LCY	Local Currency
FCY	Foreign Currency
LOV	List of Values
CIF	Customer Information File
UDF	User Defined Fields
FFT	Free Format Text
SBLC	Standby Letter of Credit

## 1.11 Basic Actions

Most of the screens contain Action Buttons to perform all or a few of the basic actions. The actions which are called here are generic, and it varies based on the usage and the applicability. The table below gives a snapshot of them:

**Table 1-2 Common Action Buttons and its Definitions**

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

Table 1-2 (Cont.) Common Action Buttons and its Definitions

Action Buttons	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Click <b>Cancel</b> to cancel the transaction input midway without saving any data.
<b>Save &amp; Close</b>	Click <b>Save &amp; Close</b> to save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Next</b>	Click <b>Next</b> , system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.
<b>Submit</b>	Click <b>Submit</b> to complete the transaction after you specify all the input parameters for a particular process. The task will get moved to next logical stage of the process. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

## 1.12 Symbols and Icons

The list of symbols and icons available on the screens are as follows:

Table 1-3 Symbols and Icons - Common






Symbol/Icon	Function
	Minimize
	Maximize
	Close
	Perform Search
	Open a list



Table 1-3 (Cont.) Symbols and Icons - Common























Symbol/Icon	Function
	Date Range
	Add a new record
	Navigate to the first record
	Navigate to the last record
	Navigate to the previous record
	Navigate to the next record
	Grid view
	List view
	Refresh
	Click this icon to add a new row.
	Click this icon to delete a row, which is already added.
	Calendar
	Alerts
	Unlock Option
	View Option
	Reopen Option

Table 1-4 Symbols and Icons - Widget

Symbol/Icon	Function
	Open status
	Unauthorized status
	Rejected status
	Closed status
	Authorized status
	Modification Number

# Oracle Banking Trade Finance Process Management Cloud Service

This topic helps you quickly get acquainted with the Oracle Banking Trade Finance Process Management Cloud Service process.

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

This document will take you through following activities in OBTFPMCS:

- To create and handle Trade Finance transaction.
- Help users to conveniently create and process Trade Finance transaction

## Overview

Oracle Banking Trade Finance Process Management Cloud Service is a Trade Finance middle office platform, which enables bank to streamline the Trade Finance operations. Oracle Banking Trade Finance Process Management Cloud Service enables the customers to send request for new Trade Finance transaction either by visiting the branch (offline channels) or through SWIFT/Trade Portal/other external systems (online channels).

## Benefits

Oracle Banking Trade Finance Process Management Cloud Service helps banks to manage Trade Finance operations across the globe in different currencies. OBTFPMCS allows you to:

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

## Key Features

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



# 3

## Export Documentary Collection Liquidation

Export Documentary Collection Liquidation process facilitates the user to handle the payment to an exporter from an importer via an intermediary bank.

This topic contains following sub-topics:

- [Common Initiation Stage](#)  
This topic provides the systematic instructions to initiate the export documentary collection liquidation request.
- [Registration](#)  
This topic provides the systematic instructions to initiate the **Registration** stage of **Export Documentary Collection Liquidation** request.
- [Data Enrichment](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of **Export Documentary Collection Liquidation** request.
- [Exceptions](#)  
This topic helps you quickly get acquainted with the Exceptions process.
- [Multi Level Approval](#)  
This topic helps you quickly get acquainted with the Multi Level Approval process.

### 3.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the export documentary collection liquidation request.

Specify **User ID** and **Password**, and login to **Home** screen.

1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Initiate Task**.  
The **Initiate Task** screen appears.

**Figure 3-1 Initiate Task**

The screenshot displays the Oracle Trade Finance interface. On the left is a sidebar menu with 'Trade Finance' highlighted. The main content area is titled 'Initiate Task' and contains a 'Registration' section. This section has three input fields: 'Process Name' with a dropdown menu showing 'Export Documentary Collector', 'Documentary Collection Number' with a text input containing 'PK2ESUC22107523' and a search icon, and 'Branch' with a dropdown menu showing 'PK2-Oracle Banking Trade Fine'. At the bottom right of the form are two buttons: 'Proceed' and 'Clear'.

2. On **Initiate Task** screen, specify the fields.

**Note**

The fields which are marked in asterisk are mandatory.

For more information on fields, refer to the field description table below.

**Table 3-1 Initiate Task - Field Description**

Field	Description
<b>Process Name</b>	Select a process name from the drop-down list.
<b>Documentary Collection Number</b>	Click <b>Search</b> to search and select the required documentary collection number.
<b>Branch</b>	Select the required branch code from the drop-down list.

For more information on action buttons, refer to the field description table below.

**Table 3-2 Action Buttons - Field Description**

Field	Description
<b>Proceed</b>	Task will get initiated to next logical stage..
<b>Clear</b>	Click to clear the contents update and enter the values again.

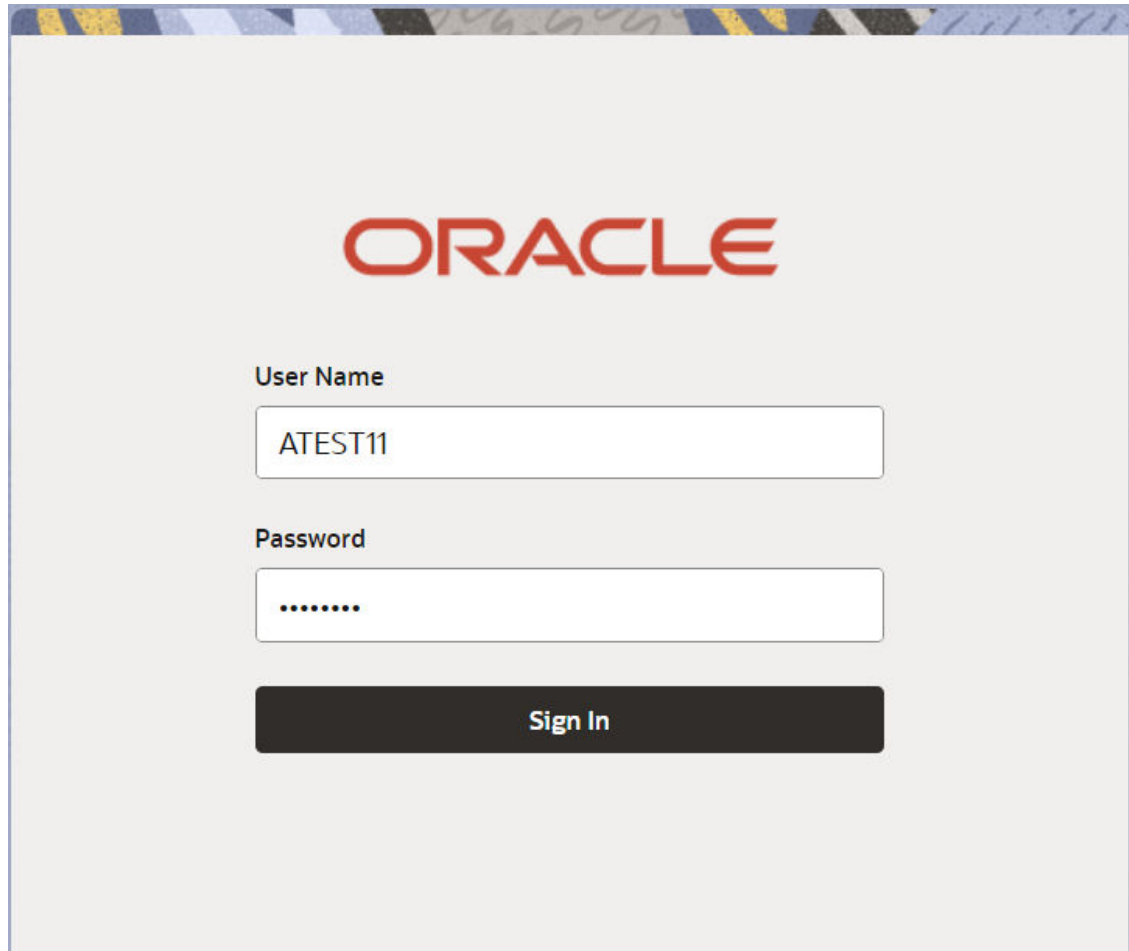
3. Click **Proceed** to proceed to the next step.

## 3.2 Registration

This topic provides the systematic instructions to initiate the **Registration** stage of **Export Documentary Collection Liquidation** request.

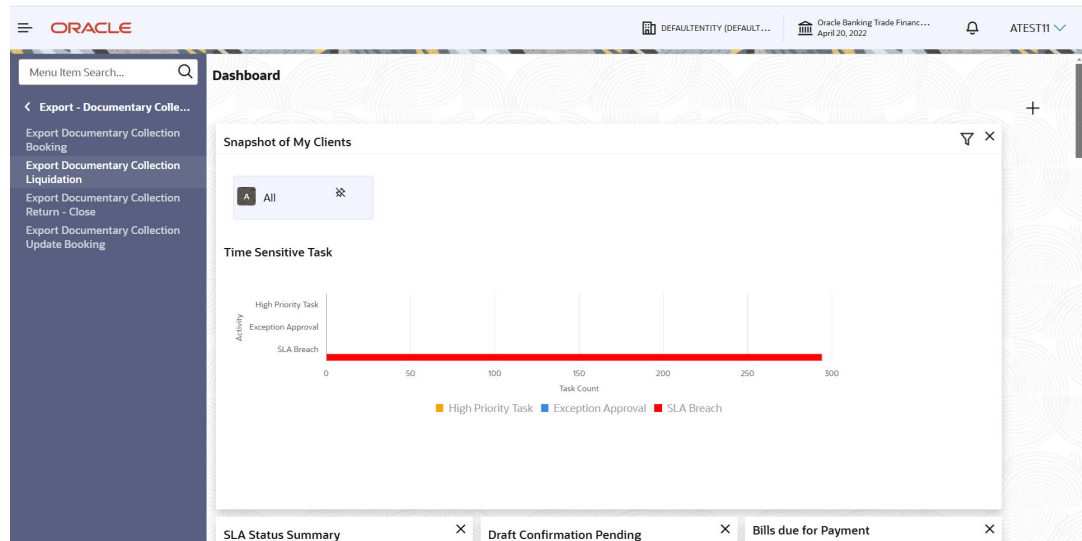
User captures the basic details of the transaction and upload related documents. On submit, the request will be available for an collection expert to handle the request in the next stage.

Specify **User ID** and **Password**, and login to **Home** screen.

**Figure 3-2    Login Screen**The image shows the Oracle login screen. At the top, the Oracle logo is displayed in red. Below the logo, there are two input fields. The first is labeled "User Name" and contains the text "ATEST11". The second is labeled "Password" and contains a series of dots. Below these fields is a dark gray button with the text "Sign In" in white. The background of the login screen is light gray with a decorative header bar at the top.

1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Export - Documentary Collection**.
2. Under **Export - Documentary Collection**, click **Export Documentary Collection Liquidation**.

Figure 3-3 Export Documentary Collection Liquidation



The **Export Documentary Collection Liquidation - Registration** screen appears. The Export Documentary Collection Liquidation - Registration stage has two sections Application Details and Collection Details. Let's look at the details of Registration screens below:

Figure 3-4 Export Documentary Collection Liquidation - Registration - Application Details

The screenshot shows the Oracle Export Documentary Collection Liquidation - Registration - Application Details screen. The screen is divided into two main sections: Application Details and Collection Details. The Application Details section includes fields for Document Collection Number, Amount in Local Currency, Liquidity Date, Drawer, Process Reference Number, Version Number, Branch, Priority, Bill Amount, Submission Mode, and View Collection/Events buttons. The Collection Details section includes fields for Documents Received, Tenor Type, Product Code, Product Description, Operation Type, Contract Reference Number, User Reference Number, Drawee, Collecting Bank, Bill Outstanding Amount, Liquidity Amount, Finance Amount, Unlinked FX Rate, Rebate Amount, and Customer Dispatch.

- On **Export Documentary Collection Liquidation - Registration - Application Details** screen, specify the fields.

#### Note

The fields which are marked as **Required** are mandatory.



For more information on fields, refer to the field description table below.

**Table 3-3 Export Documentary Collection Liquidation - Registration - Application Details - Field Description**

Field	Description
<b>Documentary Collection Number</b>	Specify the Documentary Collection Number.  Alternatively, click <b>Search</b> to search and select the Documentary Collection Number. In the lookup, you can search giving any combination details of Documentary Collection Number, Drawer, Currency, Amount, Product Code, Booking Date and User Reference Number to fetch the collection details. Based on the search result, select the applicable documentary collection to update the details.
<b>Drawer</b>	Read only field.  Drawer ID and Drawer Name will be auto-populated based on the selected Documentary Collection Number.
<b>Branch</b>	Read only field.  Branch details is auto-populated based on the selected Documentary Collection Number.
<b>Bill Amount</b>	Read only field.  Bill currency and amount will be auto-populated based on the selected Documentary Collection Number.
<b>Amount In Local Currency</b>	Read only field.  System fetches the local currency equivalent value for the LC amount from back office (with decimal places).
<b>Process Reference Number</b>	Read only field.  Unique OBTFPMCS task reference number for the transaction.  This is auto generated by the system based on process name and branch code.
<b>Priority</b>	Read only field.  System populates the priority of the customer based on priority maintenance. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit.
<b>Submission Mode</b>	Read only field.  The submission mode can be: <ul style="list-style-type: none"> <li>• <b>Desk</b> - Request received through Desk</li> <li>• <b>Courier</b> - Request received through Courier</li> </ul> By default the submission mode will have the value as 'Desk'.

**Table 3-3 (Cont.) Export Documentary Collection Liquidation - Registration - Application Details - Field Description**

Field	Description
<b>Liquidation Date</b>	By default, the application displays branch's current date.
<b>Version Number</b>	Read only field.  This field displays the latest version of the bill.

**Collection Details**

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

4. On **Export Documentary Collection Liquidation - Registration - Collection Details** screen, specify the fields.

**Note**

The fields which are marked as **Required** are mandatory.

For more information on fields, refer to the field description table below.



**Table 3-4 Export Documentary Collection Liquidation - Registration - Collection Details - Field Description**

Field	Description
<b>Documents Received</b>	Read only field.  This field displays the documents received details based on the selected Documentary Collection Number.
<b>Tenor Type</b>	Read only field.  This field displays the tenor type based on the selected Documentary Collection Number.
<b>Product Code</b>	Read only field.  This field displays the product code based on the selected Documentary Collection Number.

**Table 3-4 (Cont.) Export Documentary Collection Liquidation - Registration - Collection Details - Field Description**

Field	Description
<b>Product Description</b>	Read only field.  This field displays the description of the product as per the product code.
<b>Operation Type</b>	Read only field.  This field displays the operation type from the collection booking.
<b>Contract Reference Number</b>	Read only field.  This field displays the contract reference number populated from the back end system once the Documentary Collection Number is selected.
<b>User Reference Number</b>	Read only field.  User reference number is defaulted based on the description of the product as per the product code.
<b>Drawee</b>	Read only field.  This field displays the drawee ID and drawee name based on the selected Documentary Collection Number.
<b>Collecting Bank</b>	Read only field.  This field displays the collecting bank ID and name based on the selected Documentary Collection Number.
<b>Bill Outstanding Amount</b>	Read only field.  This field displays the bill outstanding amount based on the selected Documentary Collection Number.
<b>Liquidation Amount</b>	Specify the bill amount to be liquidated.
<b>Finance Amount</b>	Read only field.  This field displays the finance amount based on the selected Documentary Collection Number.
<b>Unlinked FX Rate</b>	Specify the unlinked FX rate.
<b>Rebate Amount</b>	Read only field.  This field displays the rebate to the bill outstanding amount.

**Table 3-4 (Cont.) Export Documentary Collection Liquidation - Registration - Collection Details - Field Description**

Field	Description
<b>Customer Dispatch</b>	<p>Read only field. Displays the value that will be populated from back office based on the maintenance.</p> <ul style="list-style-type: none"> <li>Switch to  if the customer has to dispatch the documents directly to the importer's bank.</li> <li>Switch to , if the bank has to dispatch the documents to the importer's bank. Bank user is not allowed to edit the field, if the value defaulted from the back office is "No"</li> </ul>

5. Click **Submit**.

The task will move to next logical stage of **Export Documentary Collection Liquidation**. For more information on action buttons, refer to the field description table below.

**Table 3-5 Export Documentary Collection Liquidation - Registration - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	Upload the documents received under the Documentary Collection.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users handling the request.
<b>Customer Instruction</b>	<p>Click to view/ input the following.</p> <ul style="list-style-type: none"> <li><b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li><b>Transaction Level Instructions</b> – In this section, OBTFCMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Click to view the details of the collection.
<b>Events</b>	Click to the details of collection and liquidations if any, in chronological sequence.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancels the Export Documentary Collection Liquidation Task. Details entered will not be saved and the task will be removed
<b>Save &amp; Close</b>	<p>Save the information provided and holds the task in 'My Task' queue for working later.</p> <p>This option will not submit the request.</p>
<b>Submit</b>	The task will move to next logical stage of Export Documentary Collection Liquidation. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

## 3.3 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of **Export Documentary Collection Liquidation** request.

On successful completion of **Registration** of an **Export Documentary Collection Liquidation**, the task moves to Data Enrichment stage. At this stage the gathered information during Registration are validated.

### Note

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

Specify **User ID** and **Password**, and login to **Home** screen.

1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Tasks**.
2. Under **Tasks**, click **Free Tasks**.

**Figure 3-5 Free Tasks**

	Acquire and Edit	Priority	Process Name	Process Referen...	Application Number	Stage	Application Date
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary Collection Liqui...	PK2EDCL0...	PK2EDCL000064677	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Amendment	PK2ELCA0...	PK2ELCA000064659	Reject Approval	22-04-20
<input type="checkbox"/>	Acquire and Edit	High	Import LC Issuance	PK2ILCI000...	PK2ILCI000064654	Scrutiny	22-04-20
<input type="checkbox"/>	Acquire and Edit		STP Process Allocation	PK2STPP00...	PK2STPP0000064648	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit		STP Process Allocation	PK2STPP00...	PK2STPP0000064630	Process Identification	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Guarantee Issuance	PK2GTEI00...	PK2GTEI000064527	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	High	Import LC Issuance	PK2ILCI000...	PK2ILCI000064609	Scrutiny	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Liquidation Islamic	PK2IELL00...	PK2IELL0000064605	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	High	Import LC Issuance	PK2ILCI000...	PK2ILCI000064603	Scrutiny	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import LC Internal Amendment	PK2ILCI000...	PK2ILCI000064601	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import LC Internal Amendment Islamic	PK2IIIA000...	PK2IIIA000064599	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit		Islamic Export LC Drawing Update	PK2IELU00...	PK2IELU000064597	Scrutiny	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import Documentary Collection Book...	PK2IDCU00...	PK2IDCU000064593	DataEnrichment	22-04-20

The **Free Tasks** screen displays.

3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.
4. The acquired task will be available in **My Tasks** tab. Click **Edit** to edit the registered task.

Process Name	Process Reference	Application Number	Stage	Application Date
Export Documentary Collection Liquidation	PK2EDCL0000...	PK2EDCL000064677	DataEnrichment	22-04-20
Export Documentary Collection Return/Close	PK2EDCR0000...	PK2EDCR000064676	DataEnrichment	22-04-20
Export Documentary Collection Return/Close	PK2EDCR0000...	PK2EDCR000064672	Registration	22-04-20
Export Documentary Collection Return/Close	PK2EDCR0000...	PK2EDCR000064671	Registration	22-04-20
Export Documentary Collection Return/Close	PK2EDCR0000...	PK2EDCR000064670	Registration	22-04-20
Export Documentary Collection Return/Close	PK2EDCR0000...	PK2EDCR000064669	Registration	22-04-20
Export Documentary Collection Booking U...	PK2EDCU0000...	PK2EDCU000064640	DataEnrichment	22-04-20
Export Documentary Collection Booking	PK2EDCB0000...	PK2EDCB000062328	KYC Exceptional ...	22-04-20
Islamic Export LC Transfer	PK2IELT0000...	PK2IELT000005606	DataEnrichment	22-04-20
Islamic Export LC Drawing Update	PK2IELU0000...	PK2IELU000064547	Scrutiny	22-04-20
Islamic Export LC Drawing Update	PK2IELU0000...	PK2IELU000064168	DataEnrichment	22-04-20
Export LC Drawing - Islamic	PK2IELD0000...	PK2IELD000064515	DataEnrichment	22-04-20
Import LC Drawing Update	PK2ILCU0000...	PK2ILCU000064490	Scrutiny	22-04-20

Let's look at the details for Data Enrichment stage. User can enter/update the fields. Some of the application details that are already having value from Registration channels may not be editable.

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

- [Main Details](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of export documentary collection liquidation request.
- [Liquidation](#)  
This topic provides the systematic instructions to capture the liquidation details of export documentary collection liquidation request.
- [Additional Fields](#)  
This topic provides the systematic instructions to capture the additional fields.
- [Advices](#)  
This topic provides the systematic instructions to capture the advices details.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details
- [Settlement Details](#)  
This topic provides the systematic instructions to capture the settlement details of export documentary collection liquidation request.
- [Summary](#)  
This topic provides the systematic instructions to view the summary of export documentary collection liquidation request.

### 3.3.1 Main Details

This topic provides the systematic instructions to initiate the Data Enrichment stage of export documentary collection liquidation request.

Main details section has two sub section as follows:

- Application Details
- Collection Details.

#### Application Details

The fields listed under this section are same as the fields listed under the Application Details section in Registration. All fields displayed under Basic details section, would be read only except for the 'Liquidation Date'. For more information on fields, refer [Table 3-3](#).

1. On **Data Enrichment - Main Details** screen, specify the fields that were not entered at Registration stage.

**Figure 3-6 Data Enrichment - Main Details - Application Details**

**Export Documentary Collection Liquidation DataEnrichment :: Application No:- PK2EDCL000064677**

**Main Details**

**Application Details**

Documentary Collection Number: PK2EUNA221108002

Amount in Local Currency: GBP, £1,000.00

Liquidation Date: April 20, 2022

Drawer: 001044, GOODCARE

Process Reference Number: PK2EDCL000064677

Version Number: 5

Branch: PK2-Oracle Banking Trade Fint

Priority: Medium

Submission Mode: Desk

Bill Amount: GBP, £1,000.00

**Collection Details**

Documents Received: [Dropdown]

Tenor Type: Usance

Product Code: EUNA

Product Description: OUTGOING DOCUMENTARY USAN

Operation Type: ACC

Contract Reference Number: PK2EUNA221108002

User Reference Number: PK2EUNA221108002

Drawee: 001043, MARKS ANI

Collecting Bank: 001183, RABO BANI

Bill Outstanding Amount: GBP, £800.00

Liquidation Amount: GBP, £100.00

Finance Amount: GBP

Unlinked FX Rate: [Dropdown]

Rebate Amount: GBP

Customer Dispatch: [Toggle]

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

### Collection Details

The fields listed under this section are same as the fields listed under the Collection Details section in Registration. For more information on fields, refer [Table 3-4](#). During Registration, if user has not captured input, then user can capture the details in this section. If details were captured in Registration stage, the DE user can edit/update them.

**Figure 3-7 Collection Details**

**Collection Details**

Documents Received: [Dropdown]

Tenor Type: Usance

Product Code: EUNA

Product Description: OUTGOING DOCUMENTARY USAN

Operation Type: ACC

Contract Reference Number: PK2EUNA221108002

User Reference Number: PK2EUNA221108002

Drawee: 001043, MARKS ANI

Collecting Bank: 001183, RABO BANI

Bill Outstanding Amount: GBP, £800.00

Liquidation Amount: GBP, £100.00

Finance Amount: GBP

Unlinked FX Rate: [Dropdown]

Rebate Amount: GBP

Customer Dispatch: [Toggle]

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

2. Click **Next**.

The task will move to next data segment. For more information refer [Liquidation](#).



Table 3-6 Main Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents.  The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.



**Table 3-6 (Cont.) Main Details - Action Buttons - Field Description**

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

### 3.3.2 Liquidation

This topic provides the systematic instructions to capture the liquidation details of export documentary collection liquidation request.

This screen enables the user to provide the details to process the liquidation.

1. On **Liquidation** screen, click the 3 dots on any Liquidation tile to view the details.

**Figure 3-8 Liquidation**

**Export Documentary Collection Liquidation Data Enrichment :: Application No:- PK2EDCL000064677**

Documents Remarks Overrides Customer Instruction View Collection

Main Details Liquidation Additional Fields Advices Additional Details Settlement Details Summary

**Liquidation**

**Other Details**

Value Date : 2022-04-20  
Debit Value Date : 2022-04-20  
Credit Value Date : 2022-04-20

**Document Details**

Document1 : BOL  
Document2 : AIR  
Document3 : PACKINGLIST

**Shipment Details**

INCO Terms : FOB  
Date of Shipment : 2022-04-20  
Port of Loading :

**Maturity Details**

Interest From Date : 2022-04-20  
Interest To Date : 2022-05-20  
Acceptance :  
Commission From :  
Date :  
Acceptance :  
Commission To Date :

Audit Reject Refer Hold Cancel Save & Close Back Next

Screen(2/7)

## Other Details

**Other Details**

▼ Other Details

Debit Value Date: April 20, 2022

Credit Value Date: April 20, 2022

Value Date: April 20, 2022

▼ Other Bank Charges

Other Bank Charges-1:

Other Bank Charges-2:

Other Bank Charges-3:

Other Bank Charge Description-1:

Other Bank Charge Description-2:

Other Bank Charge Description-3:

▼ Other Bank Interest

Start Date:

Other Bank Interest-1

Component: INT1

Component Description:

Interest Rate:

Interest Basis:

Interest Amount: GBP

Waive:

Other Bank Interest-2

Component: INT2

Component Description:

Interest Rate:

Interest Basis:

Interest Amount: GBP

Waive:

Other Bank Interest-3

Component: INT3

Component Description:

Interest Rate:

Interest Basis:

Interest Amount: GBP

Waive:

For more information on fields, refer to the field description table below.

**Table 3-7 Other Details – Field Description**

Field	Description
<b>Other Details</b>	
<b>Debit Value Date</b>	Defaults the debit value date. User can change the debit value date.
<b>Credit Value Date</b>	Defaults the credit value date. User can change the credit value date.
<b>Value Date</b>	Defaults the value date. User can change the value date.
<b>Other Bank Charges</b>	
<b>Other Bank Charges - 1</b>	Specify the charges to be collected for the other bank as part of the collection transaction.
<b>Other Bank Charges - 2</b>	Specify the charges to be collected for the other bank as part of the collection transaction.
<b>Other Bank Charges - 3</b>	Specify the charges to be collected for the other bank as part of the collection transaction.
<b>Other Bank Description - 1</b>	Specify the description of charges to be collected for the other bank as part of the drawings transaction.
<b>Other Bank Description - 2</b>	Specify the description of charges to be collected for the other bank as part of the drawings transaction.
<b>Other Bank Description - 3</b>	Specify the description of charges to be collected for the other bank as part of the drawings transaction.

Table 3-7 (Cont.) Other Details – Field Description

Field	Description
<b>Other Bank Interest</b> Specify the Interest details to be captured as a part of “Other Bank Interest” details.	
<b>Start Date</b>	This field displays the date from which the system starts calculating the Interest.
<b>Other Bank Interest-1, 2 and 3</b>	
<b>Component</b>	This field displays the name of the interest component.
<b>Component Description</b>	This field displays the description of the interest component.
<b>Interest Rate</b>	This field displays the rate to be applied for the interest component.
<b>Interest Basis</b>	This field displays the calculation basis on which the interest to be computed.
<b>Interest Amount</b>	This field displays the calculated interest amount.
<b>Waive</b>	This field displays whether the interest to be waived off or not. The options can be: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>

- Click **Save and Close** to save the details and close the screen.

### Document Details

**Document Details**

▼ Documents Details

Document Code	Document Type	Documents Description	Document Reference	Copies Received	Originals Received	Document Clause	Document Date	Action
BOL	T	Bill of Lading		1		BOL		
AIR	T	Air way Bill Docs		1		AIR		
PACKINGLIST	V	PACKINGLIST		1		PACKINGLIST		

Save & Close Close

For more information on fields, refer to the field description table below.

Table 3-8 Document Details - Field Description

Field	Description
<b>Document Code</b>	Read only field.  This field displays the document code from Export Collection Booking.
<b>Document Type</b>	Read only field. This field displays the document type based on the document code. Click the link to view the document type.
<b>Document Description</b>	Read only field.  This field displays the document description from Export Collection Booking.  Click the link to view the document description.

Table 3-8 (Cont.) Document Details - Field Description

Field	Description
<b>Document Reference</b>	Read only field.  This field displays the document reference from Export Collection Booking.
<b>Copies Received</b>	Read only field.  This field displays the number of copies received from Export Collection Booking.
<b>Originals Received</b>	Read only field.  This field displays the number of original received from Export Collection Booking.
<b>Document Date</b>	Read only field.  This field displays the date on which the document is received.
<b>Action</b>	Edit icon - This field is disabled.  Delete icon- This field is disabled.

3. Click **Save and Close** to save the details and close the screen.

### Shipment Details

**Shipment Details**

Transshipment

Partial Shipments

Date of Shipment

April 20, 2022

Place of Taking In Charge

Port of Loading

Port of Discharge

Place of Final Delivery

Carrier Name

Shipping Agent Name

Shipping Agent Address

INCO Terms

FOB

INCO Terms Description

Free On Board (named loading port)

45A Description of Goods and/or Services

Goods Code	Goods Type	Goods Description		Action
APPAREL	G	VARIETY OF APPARELS FOR EXPORT		

Country of Origin

Insurance Company Code

Insurance Company

Policy Number

Multi-model/ Transshipment details

Carrier Name	Port	Action
No data to display.		

Save & Close


Close

For more information on fields, refer to the field description table below.

Table 3-9 Shipment Details – Field Description

Field	Description
<b>Shipment Details</b>	
<b>Transshipment</b>	Read only field. This field displays the transshipment details of goods from Export Collection Booking.
<b>Partial Shipments</b>	Read only field. This field displays the partial shipment details of goods from Export Collection Booking.
<b>Date Of Shipment</b>	Read only field. This field displays date of shipment from Export Collection Booking.
<b>Place Of Taking In Charge</b>	Read only field. This field specifies the place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment to be indicated on the transport document.  <div> <i>Note</i>  This field is alternate to <b>Port Of Loading</b>. </div>
<b>Port Of Loading</b>	Read only field. This field specifies the port of discharge or airport of destination to be indicated on the transport document.  <div> <i>Note</i>  This field is alternate to <b>Place Of Taking In Charge</b>. </div>
<b>Port Of Discharge</b>	Read only field. This field specifies the port of discharge or airport of destination to be indicated on the transport document.  <div> <i>Note</i>  This field is alternate to <b>Place Of Final Destination</b>. </div>

Table 3-9 (Cont.) Shipment Details – Field Description

Field	Description
<b>Place Of Final Delivery</b>	<p>Read only field. This field specifies the final destination or place of delivery to be indicated on the transport document.</p> <div>  <b>Note</b> This field is alternate to <b>Port Of Discharge</b>. </div>
<b>Carrier Name</b>	<p>Read only field. This field displays the name of the carrier through which the goods were shipped from Export Collection Booking.</p>
<b>Shipping Agent Name</b>	<p>Read only field. This field displays the shipping agent name from Export Collection Booking.</p>
<b>Shipping Agent Address</b>	<p>Read only field. This field displays the name shipping agent address from Export Collection Booking.</p>
<b>INCO Terms</b>	<p>Read only field. This field displays the INCO Terms from Export Collection Booking.</p>
<b>INCO Terms Description</b>	<p>Read only field. The description of the INCO Term from Export Collection Booking.</p>
<b>Description of Goods and/or Services</b> This section displays the goods details from Export Collection Liquidation. The user can click + to add multiple description of goods and services.	
<b>Goods Code</b>	<p>Read only field. This field displays the goods code from Export Collection Booking.</p>
<b>Goods Type</b>	<p>Read only field. The goods type is auto populated depending on goods code.</p>
<b>Goods Description</b>	<p>Read only field. This field displays the goods description from Export Collection Booking.</p>
<b>Action</b>	<p>Edit icon - This field is disabled.</p> <p>Delete icon- This field is disabled.</p>
<b>Country of Origin</b>	<p>Read only field. This field displays the country of origin from Export Collection Booking.</p>
<b>Insurance Company Code</b>	<p>Read only field. This field displays the insurance company code from Export Collection Booking.</p>
<b>Insurance Company</b>	<p>Read only field. This field displays the insurance company details from Export Collection Booking.</p>
<b>Policy Number</b>	<p>Read only field. This field displays the policy number of the insurance.</p>

**Table 3-9 (Cont.) Shipment Details – Field Description**



Field	Description
<b>Multi-modal/ Transshipment details</b> This section displays the multi-modal/transshipment details from Export Collection Liquidation. The user can click + to add multiple Multi-modal/ Transshipment details.	
<b>Carrier Name</b>	Specify the details of the carrier as per the documents received, if the goods were shipped via multiple carriers.
<b>Port</b>	Specify the port details as per the document received, if the ship has transit on its way to the destination.
<b>Action</b>	Edit icon - This field is disabled.  Delete icon- This field is disabled.

4. Click **Save and Close** to save the details and close the screen.


### Maturity Details


**Maturity Details**


▼ Draft Details


Draft Code	Draft Amount	Action
Insurance amount	£100,000.00	 


▼ Maturity and Multi Tenor Liquidation Details

S.No	Tenor Basis	Tenor Description	Start Date	Tenor Days	Transit Days	Maturity Date	Bill Amount	Liquidated Amount	Exchange Rate	Liquidation Date	Liquidation Amount	Action
1	ID		April 20, 2022	30	0	May 20, 2022				April 20, 2022	£100.00	

Interest From Date: April 20, 2022 

Interest To Date: May 20, 2022 

Acceptance Commission From Date: 

Acceptance Commission To Date: 

**Save & Close** **Close**

For more information on fields, refer to the field description table below.

**Table 3-10 Maturity Details - Field Description**

Field	Description
<b>Draft Details</b> The user can click + to add multiple <b>Draft Details</b> .	
<b>Draft Code</b>	System defaults the draft code. User can edit the draft code and can add multiple line of grid by clicking + icon.
<b>Draft Amount</b>	System defaults the draft amount based on the documents submitted under Export Collection Booking. User can edit the draft amount.
<b>Action</b>	Click Edit icon to edit the draft code/ draft amount.  Click Delete icon to delete the draft details.
<b>Maturity and Multi Tenor Liquidation Details</b>	

**Table 3-10 (Cont.) Maturity Details - Field Description**

Field	Description
<b>S. No</b>	Serial number of the tenor record.
<b>Tenor Basis</b>	Read only field. This field displays the tenor basis, if the tenor is not sight.
<b>Tenor Description</b>	Read only field. This field displays the tenor description based on the tenor basis.
<b>Start Date</b>	Read only field. This field displays the tenor start date.
<b>Tenor Days</b>	Read only field. This field displays the number of tenor days.
<b>Transit Days</b>	Read only field. This field displays the transit days, if the tenor is sight.
<b>Maturity Date</b>	Read only field. This field displays the due date for the drawing based on tenor and tenor basis.  If tenor is sight, system will calculate the maturity date as 5 working days from document Received date. User can change this value to any date earlier than the maturity date up to system date. User cannot change the value to later than maturity date.  If tenor is Usance, system will calculate the maturity date based on the tenor basis and populate the maturity date.
<b>Bill Amount</b>	Read only field. This field displays the bill amount.
<b>Liquidated Amount</b>	Specify the the liquidated amount.
<b>Exchange Rate</b>	Specify the exchange rate.
<b>Liquidation Date</b>	Specify the liquidation date.
<b>Liquidation Amount</b>	Specify the liquidation amount.
<b>Action</b>	Click Edit icon to edit the tenor record.  Click Delete icon to delete the tenor record.
<b>Interest From Date</b>	This field displays the interest from date. The interest from date cannot be earlier than branch date and later than maturity date. User can change the date.
<b>Interest To Date</b>	This field displays the interest to date, if Interest from date is provided. User can change the date.
<b>Acceptance Commission From Date</b>	Indicates the acceptance commission from date.
<b>Acceptance Commission To Date</b>	Indicates the acceptance commission to date.

5. Click **Next**.

The task will move to next data segment. For more information refer [Additional Fields](#).

**Table 3-11 Liquidation Details - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.



Table 3-11 (Cont.) Liquidation Details - Action Buttons - Field Description

Field	Description
<b>Documents</b>	<p>View/Upload the required document.</p> <p>Application displays the mandatory and optional documents.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>
<b>Remarks</b>	<p>Specify any additional information regarding the collection. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>

**Table 3-11 (Cont.) Liquidation Details - Action Buttons - Field Description**

Field	Description
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

### 3.3.3 Additional Fields

This topic provides the systematic instructions to capture the additional fields.

Banks can configure user defined fields as per their requirement in the Additional Fields Screen.

1. On **Additional Fields** screen, specify the fields, if any.

**Figure 3-9 Additional Fields**

2. Click **Next**.

The task will move to next data segment. For more information refer [#unique 38](#).  
For more information on action buttons, refer to the field description table below.

**Table 3-12 Additional Fields - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents.  The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

**Table 3-12 (Cont.) Additional Fields - Action Buttons - Field Description**

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

### 3.3.4 Advices

This topic provides the systematic instructions to capture the advices details.

Advices menu displays the advices available under a product code from the back office as tiles. User can edit the fields in the tile, if required. User can suppress the advice, if required.

1. On **Advices** screen, click the 3 dots on any advice tile to view the advice details.

### Advice Details

✕

### Advice Details

▼ Advice Details

Suppress Advice  
☐

Advice Name  
 LC\_AMND\_INSTR

Medium

Advice Party  
 ABK

Party ID

Party Name

▼ FFT Code

FFT Code	FFT Description		Action ⌵
FREEVP	TESTING FFT		

▼ Instructions

Instruction Code	Instruction Description	Edit ⌵	Action ⌵
E023	IN CASE, REIMBURSING BANK IN NEW YORK, FAILS TO F		

OK Cancel

### Table 3-13 Advice Details

Field	Deacription
<b>Suppress Advice</b>	Enable this option to suppress the advice. Disable this option if suppress advice is not required.
<b>Advice Name</b>	This field diaplays the advice name defaulted from LC issuance.
<b>Medium</b>	This field diaplays the medium of advices defaulted from the system. User can update if required.
<b>Advice Party</b>	This field diaplays the advice party defaulted from LC issuance.
<b>Party ID</b>	This field diaplays the party ID defaulted from LC issuance.
<b>Party Name</b>	This field diaplays the party name defaulted from LC issuance.
<b>FFT Code</b> Click + to add multiple <b>FFT Code</b> .	
<b>FTT Code</b>	Click <b>Search</b> to search and select the FFT code as a part of free text.
<b>FFT Description</b>	This field displys the FFT description based on the FFT code selected.
<b>Action</b>	Click Edit icon to edit the FFT code.  Click Delete icon to delete the FFT code.
<b>Instruction Code</b> Click + to add multiple <b>Instruction Code</b> .	
<b>Instruction Code</b>	Click <b>Search</b> to search and select the instruction code as a part of free text.
<b>Instruction Description</b>	This field displys the instruction description based on the instruction code selected.
<b>Edit</b>	Click Edit icon to edit the instruction code description.

**Table 3-13 (Cont.) Advice Details**

Field	Description
<b>Action</b>	Click Edit icon to edit the instruction code.
	Click Delete icon to delete the instruction code.

2. Click **Next**.

The task will move to next data segment. For more information refer [Additional Details](#)

For more information on fields, refer to the field description table below.

**Table 3-14 Advices - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents.  The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.

**Table 3-14 (Cont.) Advices - Action Buttons - Field Description**

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

### 3.3.5 Additional Details

This topic provides the systematic instructions to capture the additional details


1. On **Additional Details** screen, click  on any Additional Details tile to view the details.



Figure 3-10 Additional Details

**Export Documentary Collection Liquidation DataEnrichment :: Application No:- PK2EDCL000064677**

Documents Remarks Overrides Customer Instruction View Collection Screen(5/7)

**Additional Details**

**Charge Details**

Charge : EUR 100.00  
Commission :  
Tax :  
Block Status :

**Preview Message**

Language :  
Preview Message :-

**Payment Details**

Allow Rollover : No  
Auto Change from : No  
Acceptance to Advance : No  
Liquidate using Collateral

**FX Linkage**

Reference Number :  
Currency :  
Contract Amount :

**Interest Details**

Component :  
Amount :  
Event :

**Pre-Shipment Details**

No data to display.

**Linked Loan Details**

Loan Account :  
Loan Currency :  
Loan Amount :

Audit Reject Refer Hold Cancel Save & Close Back Next

### Limits and Collaterals

Limit availability needs to be checked if amendment involves increase in amount or tolerance or both.

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

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

**Limit & Collateral**

Limit Details

Customer ID	Linkage Type	Liability Number	Line Id/Linkage Ref No	Line Serial	Contribution %	Contribution Currency	Amount to Earmark	Limit Check Response	Response Message	Edit	Delete
001043	Facility				100	GBP	1000			001043	

Cash Collateral Details

Sequence Number	Settlement Account Currency	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount In Account Currency	Account Balance Check Response	Response Message	View
No data to display.									

Deposit Linkage Details

Deposit Account	Deposit Currency	Deposit Maturity Date	Transaction Currency	Deposit Available In Transaction Currency	Linkage Amount(Transaction Currency)	Edit	Delete
PK2CDP1221100003	GBP	April 20, 2023	GBP	63880.34	67	PK2CDP1221100003	

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Save & Close Cancel



Figure 3-11 Limit Details

Limit Details

Customer Id

001044

Linkage Type

Facility

Contribution %

100.0

Liability Number

001044

Contribution Currency

USD

Line Id/Linkage Ref No

001044\_US

Limit/Liability Currency

USD

Limits Description

Limit Check Response

Available

Amount to Earmark

\$10.00

Expiry Date

Limit Available Amount

\$999,378,010.18

Response Message

Balance available of USD  
999378010.18

ELCM Reference Number

Verify

Save & Close

Close

Figure 3-12 Collateral Details

Collateral availability needs to be checked if amendment involves increase in amount or tolerance.

### Collateral Details

Total Collateral Amount

£20.00

Sequence Number

1.0

Collateral Contrubution Amount

£20.00

Settlement Account Currency

GBP

Contribution Amount in Account Currency

£20.00

Response

VN

Verify

Collateral Amount to be Collected

£20.00

Collateral Split %

100.0

Settlement Account

PK20010440016

Exchange Rate

1.0

Account Available Amount

Response Message

✓

✕

Figure 3-13 Deposit Linkage Details

### Deposit Linkage Details

Customer Id

Deposit Account

Deposit Branch

Deposit Available Amount

GBP
£63,880.34

Deposit Maturity Date

Exchange Rate

Deposit Available In Transaction Currency

GBP
63,880.34

Linkage Percentage %

67.0

Linkage Amount(Transaction Currency)

GBP
£67.00

Save & Close

Close

For more information on fields, refer to the field description table below.

**Table 3-15 Limit Details - Field Description**

Field	Description
<b>Limit Details</b>	Click + plus icon to add new limit details. Below fields are displayed on the Limit Details pop-up screen, if the user clicks plus icon.
<b>Customer ID</b>	This field displays the applicant's/applicant bank customer ID defaulted from the application.
<b>Linkage Type</b>	Select the linkage type. Linkage type can be: <ul style="list-style-type: none"> <li><b>Facility</b></li> <li><b>Liability</b></li> </ul> By default Linkage Type should be "Facility".

Table 3-15 (Cont.) Limit Details - Field Description

Field	Description
<b>Contribution %</b>	<p>System will default this to 100%. User can modify, if contribution is more than 100%. System will display an alert message, if modified. Once contribution % is provided, system will default the amount.</p> <p>System to validate that if Limit Contribution% plus Collateral% is equal to 100. If the total percentage is not equal to 100 application will display an alert message.</p> <div> <p><b>Note</b></p> <p>The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified."</p> </div>
<b>Liability Number</b>	<p>Click <b>Search</b> to search and select the Liability Number from the look-up.</p> <p>The list has all the Liabilities mapped to the customer.</p>
<b>Contribution Currency</b>	This field displays the contribution currency.
<b>Line ID/Linkage Ref No</b>	<p>Click <b>Search</b> to search and select from the various lines available and mapped under the customer id gets listed in the drop-down. LINE ID-DESCRIPTION will be available for selection along with Line ID. When you click on 'verify', the system will return value if the limit check was successful or Limit not Available. If limit check fails, the outstanding limit after the transaction value will be shown in the limit outstanding amount.</p> <p>The user can click the Line Id link to view the limit details.</p> <div> <p><b>Note</b></p> <p>User can also select expired Line ID from the lookup and on clicking the verify button, system should default "The Earmarking cannot be performed as the Line ID is Expired" in the "Response Message" field.</p> </div> <p>This field is disabled and read only, if <b>Linkage Type</b> is Liability.</p>
<b>Limit/Liability Currency</b>	This field displays the limit currency, when the user select the <b>Liability Number</b> .
<b>Limits Description</b>	This field displays the limits description.
<b>Limit Check Response</b>	<p>This field displays the limit check response.</p> <p>Response can be 'Success' or 'Limit not Available' based on the limit service call response.</p> <p>The value in this field appears, if you click the <b>Verify</b> button.</p>
<b>Amount to Earmark</b>	Amount to Earmark will default based on the contribution %. User can change the value.
<b>Expiry Date</b>	This field displays the date up to which the Line is valid.

Table 3-15 (Cont.) Limit Details - Field Description

Field	Description
<b>Limit Available Amount</b>	This field displays the value of available limit, i.e., limit available without any earmark. The Limit Available Amount must be greater than the Contribution Amount. The value in this field appears, if you click the <b>Verify</b> button.
<b>Response Message</b>	This field displays the detailed response message. The value in this field appears, if you click the <b>Verify</b> button.
<b>ELCM Reference Number</b>	This field displays the ELCM reference number.
Below fields appear in the <b>Limit Details</b> grid along with the above fields.	
<b>Line Serial</b>	Displays the serial of the various lines available and mapped under the customer id. This field appears on the Limits grid.
<b>View</b>	Click the link to view the <b>Limit Details</b> .
<b>Cash Collateral Details</b>	Click plus icon to add new collateral details. Click + plus icon to add new collateral details. Provide the collateral details based on the description provided in the following table: Below fields are displayed on the Collateral Details pop-up screen, if the user clicks plus icon.
<b>Edit</b>	Click edit link to edit the collateral details.
<b>Total Collateral Amount</b>	Read only field. This field displays the total collateral amount provided by the user.
<b>Collateral Amount to be Collected</b>	Read only field. This field displays the collateral amount yet to be collected as part of the collateral split.
<b>Sequence Number</b>	Read only field. The sequence number is auto populated with the value, generated by the system.
<b>Collateral Split %</b>	Specify the collateral split% to be collected against the selected settlement account.
<b>Collateral Contribution Amount</b>	Specify the collateral amount to be collected against the selected settlement account. User can either provide the collateral % where the collateral amount will be auto populated or modifying the collateral amount will auto correct the collateral %.
<b>Settlement Account</b>	Click <b>Search</b> to search and select the settlement account for the collateral.
<b>Settlement Account Currency</b>	Read only field. This field displays the settlement account currency defaulted by the system.
<b>Exchange Rate</b>	Read only field. This field displays the exchange rate, if the settlement account currency is different from the collateral currency.
<b>Contribution Amount in Account Currency</b>	Read only field. This field displays the contribution amount in the settlement account currency as defaulted by the system.
<b>Account Available Amount</b>	Read only field. System populates the account available amount on clicking the <b>Verify</b> button.

Table 3-15 (Cont.) Limit Details - Field Description

Field	Description
<b>Response</b>	Read only field. System populates the response on clicking the <b>Verify</b> button.
<b>Response Message</b>	Read only field. System populates the response message on clicking the <b>Verify</b> button.
<b>Verify</b>	Click to verify the account balance of the Settlement Account.
<b>Save &amp; Close</b>	Click to to save and close the record.
<b>Cancel</b>	Click to cancel the entry.
Below fields appear in the <b>Cash Collateral Details</b> grid along with the above fields.	
<b>Collateral %</b>	Specify the percentage of collateral to be linked to this transaction. If the value is more than 100% system will display an alert message. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
<b>Contribution Amount</b>	This field displays the collateral contribution amount. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
<b>Account Balance Check Response</b>	Read only field. System populates the account balance check response on clicking the <b>Verify</b> button.
<b>Edit</b>	Click edit link to edit the collateral details.
<b>Deposit Linkage Details</b>	System allows the user to Link one or more existing Deposits as a contribution to secure underlying transactions. On Submit of DE stage, system will create Linkage of the Deposit/modification of existing Linkage by calling Back-office system (DDA) system directly. Click + plus icon to add new Deposit Linkage details.
<b>Customer ID</b>	This field displays the applicant's/applicant bank customer ID defaulted from the application. User can change the customer ID.
<b>Deposit Account</b>	Click <b>Search</b> to search and select deposit for linkage from the list of all the customer Deposits. All the deposits of the customer should be listed in the look-up search. User can select the deposit for linkage.
<b>Deposit Branch</b>	This field displays the deposit branch that is auto-populated based on the deposit account selection.
<b>Deposit Available Amount</b>	This field displays the deposit available amount and currency that is auto-populated based on the deposit account selection.
<b>Deposit Maturity Date</b>	This field displays the maturity date of deposit.
<b>Exchange Rate</b>	This field displays the latest exchange rate for deposit linkage. This will be picked up from the exchange rate maintenance from the common core.
<b>Deposit Available In Transaction Currency</b>	This field displays the deposit amount available, after exchange rate conversion, if applicable.

**Table 3-15 (Cont.) Limit Details - Field Description**

Field	Description
<b>Linkage Percentage %</b>	Specify the value for linkage percentage.
<b>Linkage Amount (Transaction Currency)</b>	This field displays the transaction amount, user can change the value. System validates the linking amount with available Deposit balance and should not allow to link more than the available amount.
Below fields appear in the <b>Deposit Linkage Details</b> grid along with the above fields.	
<b>Deposit Currency</b>	Deposit currency will get defaulted in this field.
<b>Transaction Currency</b>	Transaction currency will get defaulted in this field from the underlying task.
<b>Edit</b>	Click edit link to edit the deposit linkage details.

### Charge Details

This section displays charge details.

Recalculate Re-default

✓ Commission Details

Component	Rate	Mod. Rate	Currency	Amount	Modified	Defer	Waive	Charge Party	Settl. Account	Amendable
No data to display.										

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✓ Charge Details

Component	Tag currency	Tag Amount	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
BCCOUR			EUR	€73.00	€73.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017
BCSWIFT			GBP	£333.00	£333.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		PK20010440017

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✓ Tax Details

Component	Type	Value Date	CCY	Amount	Billing	Defer	Settl. Account
No data to display.							

Save & Close Close

For more information on fields, refer to the field description table below.

**Table 3-16 Charge Details - Field Description**

Field	Description
<b>Commission Details</b>	
<b>Component</b>	This field displays the commission component.
<b>Rate</b>	This field displays the rate that is defaulted from product. The commission rate, if available in Back Office defaults in OBTFPMCS. The user is able to change the rate. If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.

Table 3-16 (Cont.) Charge Details - Field Description

Field	Description
<b>Modified Rate</b>	From the default value, if the rate is changed the value gets updated in this field.
<b>Currency</b>	This field displays the currency in which the commission have to be collected.
<b>Amount</b>	<p>This field displays the amount that is maintained under the product code.</p> <p>The commission rate, if available in Back Office defaults in OBTFPMCS. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPMCS.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>
<b>Modified Amount</b>	From the default value, if the amount is changed, the value gets updated in the modified amount field.
<b>Defer</b>	If enabled, charges/commissions has to be deferred and collected at any future step.
<b>Waive</b>	<p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.</p>
<b>Charge Party</b>	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
<b>Settlement Account</b>	Select the settlement account.
<b>Amendable</b>	Displays if the field is amendable or not.
<b>Charge Details</b>	
<b>Component</b>	This field displays the charge component type.
<b>Tag Currency</b>	This field displays the tag currency in which the charges have to be collected.
<b>Tag Amount</b>	This field displays the tag amount that is maintained under the product code.
<b>Currency</b>	This field displays the currency in which the charges have to be collected.
<b>Amount</b>	This field displays the amount that is maintained under the product code.
<b>Modified</b>	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.
<b>Billing</b>	<p>If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is 'Billing' enabled, 'Billing' toggle for that component should be automatically enabled in OBTFPMCS.</p> <p>The user can not enable/disable the option, if it is de-selected by default.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>



Table 3-16 (Cont.) Charge Details - Field Description

Field	Description
<b>Defer</b>	<p>If charges have to be deferred and collected at any future step, this check box has to be selected.</p> <p>On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPMCS.</p> <p>The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.</p>
<b>Waive</b>	<p>Enable the toggle, if charges has to be waived.</p> <p>Based on the customer maintenance, the charges should be marked for Billing or for Defer.</p> <p>This field is disabled, if <b>Defer</b> toggle is enabled.</p>
<b>Charge Party</b>	Charge party is applicant by default. User can change the value to beneficiary.
<b>Settlement Account</b>	Indicates the settlement account.
<b>Tax Details</b> The tax component is calculated based on the commission and defaults if maintained at product level. User cannot update tax details and any change in tax amount on account of modification of charges/ commission will be available on click of Re-Calculate button or on hand off to back-end system.	
<b>Component</b>	This field displays the tax component.
<b>Type</b>	This field displays the type of tax component.
<b>Value Date</b>	This field displays the value date of tax component.
<b>Currency</b>	This field displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
<b>Amount</b>	<p>This field displays the tax amount based on the percentage of commission maintained.</p> <p>You can edit the tax amount, if applicable.</p>
<b>Billing</b>	<p>If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>
<b>Defer</b>	<p>If taxes have to be deferred and collected at any future step, this option has to be enabled.</p> <p>The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.</p>
<b>Settlement Account</b>	<p>System defaults the settlement account.</p> <p>The user can modify the settlement account.</p>

**Payment Details**

Payment Details

Auto Liquidate

Allow Rollover

Auto Change from Acceptance to Advance

Liquidate using Collateral

Outstanding Collateral Amount

Split Settlement

GBP

Settlement Details - Liquidation

Component	Currency	Debit/Credit	Account	Account Description	Branch	Account Currency	Original Exchange Rate	Exchange Rate	Deal Reference Number
BCCOUR_LIQD	EUR	Debit	PK20010440017	GOODCARE PLC	PK2	GBP	1.2831	1.2831	
BCSWFT_LIQD	GBP	Debit	PK20010440017	GOODCARE PLC	PK2	GBP			
BCTAX1_AMT	GBP	Debit	PK20010440017	GOODCARE PLC	PK2	GBP	1		
BCTAX2_AMT	GBP	Debit	PK20010440017	GOODCARE PLC	PK2	GBP	1		

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Split Settlement

Component	Contract Currency	Amount
No data to display.		

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Split Settlement Details

Fetch Exchange Rate

Sequence	Amount	Settlement Account	Account Customer	Account Currency	Account Branch	Original Exchange Rate	Exchange Rate	Deal Reference Number	Action
1	100	PK1002810905130	8482199	GBP	PK1		32	56565656	

Save & Close Close

For more information on fields, refer to the field description table below.

**Table 3-17 Payment Details - Field Description**

Field	Description
<b>Payment Details</b>	
<b>Auto Liquidate</b>	Read only field. Auto Liquidation enables liquidation of the bill on the due date automatically from the back office system.
<b>Allow Rollover</b>	Enable this option to allow rollover.
<b>Auto Change from Acceptance to Advance</b>	Read only field. This flag indicates whether an Acceptance type of bill should be automatically converted into an Advance type of bill on its liquidation date. <div> <b>Note</b>  This option is applicable only for the bills that are co-accepted by the bank. </div>
<b>Liquidate using Collateral</b>	Enable this option to liquidate using Collaterals.
<b>Outstanding Collateral Amount</b>	Read only field. The outstanding collateral amount along with the currency.

Table 3-17 (Cont.) Payment Details - Field Description

Field	Description
<b>Split Settlement</b>	Enable the option as 'On' to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill. Disable the option as 'Off' Disables the user to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill.
<b>Avalization</b>	Enable the option as 'On' for avalization.
<b>Settlement Details - Liquidation</b>	
<b>Component</b>	This field displays the component based on the product selected.
<b>Currency</b>	This field displays the currency for the component.
<b>Debit/Credit</b>	This field displays the debit/credit indicators for the components.
<b>Account</b>	This field displays the account details for the components.
<b>Account Description</b>	This field displays the description of the selected account.
<b>Branch</b>	This field displays the branch of the selected account.
<b>Account Currency</b>	This field displays the currency for all the items based on the account number.
<b>Original Exchange Rate</b>	System displays the Original Exchange Rate as simulated in settlement details section from OBTF.
<b>Exchange Rate</b>	The exchange rate for the settlement.
<b>Deal Reference Number</b>	The exchange deal reference number.
<b>Split Settlement</b>	
<b>Component</b>	This field displays the component based on the product selected.
<b>Contract Currency</b>	This field displays the default currency for the component.
<b>Amount</b>	This field displays the amount for each component. This is populated from the transaction details of the drawing.
<b>Split Settlement Details</b> The user can click + to add multiple <b>Split Settlement Details</b> .	
<b>Sequence</b>	Indicates the sequence of the settlement details.
<b>Amount</b>	Specify the amount for the split settlement.
<b>Settlement Account</b>	Click <b>Search</b> to search and select the settlement account.
<b>Account Customer</b>	This field displays customer account based on the selected settlement account.
<b>Account Currency</b>	This field displays currency of the account.
<b>Account Branch</b>	This field displays branch of the customer's account
<b>Original Exchange Rate</b>	System displays the Original Exchange Rate as simulated in settlement details section from OBTF.
<b>Exchange Rate</b>	Click the <b>Fetch Exchange Rate</b> button, the field displays the exchange rate for the split settlement.
<b>Deal Reference Number</b>	The exchange deal reference number.
<b>Action</b>	Click Edit icon to edit the Split Settlement.
	Click Delete icon to delete the Split Settlement.

- Click **Save and Close** to save the details and close the screen.

### FX Linkage

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

FX contract linkage with the Bill booking can happen only for immediate liquidation of sight payment or for Usance. For manual sight payment, the user needs to link the FX contract on the date of liquidation of the bill.

Following are the features of FX Linkage in BC.

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

**FX Linkage**
×

✓ FX Linkage
 +

FX Reference Number	Bought Currency	SOLD Currency	Available Contract Amount	Rate	Linked Amount	Total Utilized Amount	FX Expiry Date	Action
000FNDF20076A9N9			£4,000.00	1.35	£4,000.00		March 19, 2020	

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

Average FX Rate

Save & Close
Cancel

Figure 3-14 FX Linkage Details

### FX Linkage

FX Reference Number

Contract Amount  

USD ▼

\$4,000.00

Linkage Amount  

USD ▼

\$4,000.00

FX Amount in Local Currency  

▼

£2,962.96

FX Delivery Period From

Currency

Available FX Contract Amount  

USD ▼

\$4,000.00

Rate

FX Expiry Date

FX Delivery Period To

For more information on fields, refer to the field description table below.

Table 3-18 FX Linkage - Field Description

Field	Description
The user can click + to add multiple <b>FX Details</b> .	
<b>FX Reference Number</b>	<p>Click <b>Search</b> to search and select the FX contract reference number. On select and save and close, system defaults the available amount, bot currency, sold currency and rate. Forward FX Linkage available for selection at bill would be as follows,</p> <ul style="list-style-type: none"> <li>Counterparty of the FX contract should be the counterparty of the Bill contract.</li> <li>Active Forward FX transactions authorized not marked for auto liquidation.</li> </ul> <p>Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.</p>
The user can click + to add multiple <b>FX Details</b> .	
<b>Bought Currency</b>	This field displays the currency from the linked FX contract.
<b>Sold Currency</b>	This field displays the currency from the linked FX contract.
<b>Available Contract Amount</b>	Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.
<b>Rate</b>	This field displays the rate at which the contract is booked.

**Table 3-18 (Cont.) FX Linkage - Field Description**

Field	Description
<b>Linked Amount</b>	Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.
<b>Current Utilized amount</b>	This field displays the liquidated /purchased /discounted /negotiated amount of BC contract. It cannot go beyond the linked FX amount.
<b>Total Utilized Amount</b>	This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version.
<b>Amount in Contract Currency</b>	This field displays the amount in contract currency converted from FX currency.
<b>FX Expiry Date</b>	This field displays the expiry date from the linked FX contract.
<b>FX Delivery Period - From</b>	This field displays the date from which the contract is valid for utilization.
<b>FX Delivery Period - To</b>	This field displays the date to which the contract is valid for utilization.
<b>Action</b>	Click Edit icon to edit the FX details.  Click Delete icon to delete the FX details.
<b>Average FX Rate</b>	Multiple forward FX contract could be linked, and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate.

3. Click **Save and Close** to save the details and close the screen.

### Pre-Shipment Details

This section links an existing Preshipment Credit.

For more information on fields, refer to the field description table below.

**Table 3-19 Pre-Shipment Details - Field Description**

Field	Description
<b>Pre Shipment Details</b>	The user can click + to add multiple Pre Shipment Details.

Table 3-19 (Cont.) Pre-Shipment Details - Field Description

Field	Description
<b>Loan Account Number</b>	Click <b>Search</b> to search and select the pre-shipment loan account number.  <div> <i>Note</i>            If there are any pre-shipment credits available for the selected pre-shipment credit number, application will display message: There are earlier pre-shipment credit/s. Do you want to continue?         </div>
<b>Currency</b>	This field displays the currency of the pre-shipment loan account number. The user can change the currency.
<b>Outstanding Amount</b>	This field displays the pre-shipment credit outstanding amount. The user can change the outstanding amount.
<b>Action</b>	Click Edit icon to edit the pre-shipment details. Click Delete icon to delete the pre-shipment details.
<b>Settled Loan</b>	
<b>Sequence Number</b>	This field displays the sequence of the settled loan.
<b>Loan Account Number</b>	This field displays the settled loan account number.
<b>Currency</b>	This field displays the currency of the settled loan account number.
<b>Outstanding Amount</b>	This field displays the outstanding amount.
<b>Event</b>	This field displays the event.
<b>Settled Amount</b>	This field displays the settled amount.

4. Click **Save and Close** to save the details and close the screen.

### Preview

The bank user can view a preview of the outgoing SWIFT message and advise simulated from back office.

The screenshot displays a 'Preview' window with two main sections: 'Preview - SWIFT Message' and 'Preview - Mail Advice'.

**Preview - SWIFT Message:**

- Language: English
- Message Type: 210
- Message Status: EXTERNAL UNGENERATED
- Repair Reason: (Empty field)
- Preview Message: (Empty text area)

**Preview - Mail Advice:**

- Language: English
- Advice Type: CREDIT\_ADVICE
- Message Status: GENERATED
- Repair Reason: (Empty field)
- Preview Message:
 

Credit Advice  
 -----  
 20-APR-22  
 GOODCARE PLC  
 GOODCARE PLC  
 sajani.t@oracle.com

At the bottom right, there are buttons for 'Save & Close' and 'Close'.

For more information on fields, refer to the field description table below.

**Table 3-20 Preview - Field Description**

Field	Description
<b>Preview SWIFT Message</b>	
<b>Language</b>	Select the language for the SWIFT message.
<b>Message Type</b>	Select the message type.
<b>Message Status</b>	Read only field. Display the message status of draft message of liquidation details.
<b>Repair Reason</b>	Read only field. Display the message repair reason of draft message of liquidation details.
<b>Preview Message</b>	This field displays a preview of the draft message.
<b>Preview Mail Device</b>	
<b>Language</b>	Select the language for the advice message.
<b>Advice Type</b>	Select the advice type.
<b>Message Status</b>	Read only field. Display the message status of draft message of liquidation details.
<b>Repair Reason</b>	Read only field. Display the message repair reason of draft message of liquidation details.
<b>Preview Message</b>	This field displays a preview of the draft message.

- Click **Save and Close** to save the details and close the screen.

### Linked Loan Details

The bank user can view the details of linked loan accounts.

For more information on fields, refer to the field description table below.

**Table 3-21 Linked Loan Details - Field Description**

Field	Description
<b>Linked Loan Details</b>	
<b>Loan Account</b>	The details of the linked loan account.
<b>Loan Currency</b>	Loan currency of the linked loan account.
<b>Loan Amount</b>	Loan amount of the linked loan account.

- Click **Save and Close** to save the details and close the screen.
- Next.**



The task will move to next data segment. For more information refer [Settlement Details](#)  
For more information on action buttons, refer to the field description table below.

**Table 3-22 Additional Details - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents.  The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

Table 3-22 (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

### 3.3.6 Settlement Details

This topic provides the systematic instructions to capture the settlement details of export documentary collection liquidation request.

1. On **Settlement Details** screen, specify the fields.

Figure 3-15 Settlement Details

Export Documentary Collection Liquidation DataEnrichment :: Application No:- PK2EDCL000064677

Documents Remarks Overrides Customer Instruction View Collection

Main Details Liquidation Additional Fields Advices Additional Details **Settlement Details** Summary

Settlement Details

☐ Current Event

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event	Original Exchange Rate	Export Rate
AMT_PURC...	GBP	Debit	PK200118...	RABO BANK	EUR	No	No	1.3182	
AMT_PURC...	GBP	Credit	PK20010...	GOODCARE PLC	GBP	No	No		
BCCOUR4_LI...	EUR	Debit	PK20010...	GOODCARE PLC	GBP	No	Yes	1.2851	1.2
BCCOUR_LIQD	EUR	Debit	PK20010...	GOODCARE PLC	GBP	No	No	1.2851	1.2
BCORPNCG_L...	GBP	Debit	PK20010...	GOODCARE PLC	GBP	No	Yes		
BCSWIFT_LIQD	GBP	Debit	PK20010...	GOODCARE PLC	GBP	Yes	Yes		
BILL_LIQ_AMT	GBP	Debit	PK200118...	RABO BANK	EUR	No	Yes	1.3182	1.3
BILL_LIQ_A...	GBP	Credit	PK20010...	GOODCARE PLC	GBP	No	Yes	1	
CHGL_LIQD	GBP	Credit	PK20010...	GOODCARE PLC	GBP	No	Yes		
CHGL_LIQD...	GBP	Debit	PK200118...	RABO BANK	EUR	No	Yes	1.3182	
COL_LIQ_A	GBP	Debit	PK200118...	RABO BANK	EUR	No	No	1.3182	

Audit

Reject Refer Hold Cancel Save & Close Back Next

For more information on fields, refer to the field description table below.

**Table 3-23 Settlement Details – Field Description**

Field	Description
<b>Current Event</b>	Select the check box to populate the settlement details of the current event associated with the task. On De-selecting the check box, the system list all the accounts under the settlement details irrespective of the current event
<b>Component</b>	This field displays the components based on the product selected
<b>Currency</b>	This field displays the default currency for the component.
<b>Debit/Credit</b>	This field displays the debit/credit indicators for the components.
<b>Account</b>	This field displays the account details for the components.
<b>Account Description</b>	This field displays the the description of the selected account.
<b>Account Currency</b>	This field displays the currency for all the items based on the account number.
<b>Netting Indicator</b>	This field displays the applicable netting indicator.
<b>Current Event</b>	This field displays the current event current event as Y or N.
<b>Original Exchange Rate</b>	System displays the Original Exchange Rate as simulated in settlement details section from OBTF.
<b>Exchange Rate</b>	This field displays the exchange rate.
<b>Deal Reference Number</b>	This field displays the exchange deal reference number.

- Click any component in the grid.

The application displays Party Details, Payment Details and Remittance Information.

**Table 3-24 Party Details - Field Description**

Field	Description
<b>Party Details</b>	
<b>Transfer Type</b>	Select the transfer type from the drop list: <ul style="list-style-type: none"> <li>Customer Transfer</li> <li>Bank Transfer for own account</li> <li>Direct Debit Advice</li> <li>Managers Check</li> <li>Customer Transfer with Cover</li> <li>Bank Transfer</li> </ul>
<b>Netting Indicator</b>	Select the netting indicator for the component: <ul style="list-style-type: none"> <li>Yes</li> <li>No</li> </ul>
<b>Ordering Customer</b>	Click <b>Search</b> to search and select the ordering customer.
<b>Ordering Institution</b>	Click <b>Search</b> to search and select the ordering institution.
<b>Senders Correspondent</b>	Click <b>Search</b> to search and select the senders correspondent.
<b>Receivers Correspondent</b>	Click <b>Search</b> to search and select the receivers correspondent.
<b>Intermediary Institution</b>	Click <b>Search</b> to search and select the intermediary institution.
<b>Account with Institution</b>	Click <b>Search</b> to search and select the account with institution.
<b>Beneficiary Institution</b>	Click <b>Search</b> to search and select the beneficiary institution.
<b>Ultimate Beneficiary</b>	Click <b>Search</b> to search and select the ultimate beneficiary.
<b>Intermediary Reimbursement Institution</b>	Click <b>Search</b> to search and select the intermediary reimbursement institution.

Table 3-24 (Cont.) Party Details - Field Description

Field	Description
Receiver	Click <b>Search</b> to search and select the receiver.
<b>Payment Details</b>	
Sender to Receiver 1to 6	Specify the sender to receiver message.
<b>Remittance Information</b>	
Payment Detail 1 to 5	Specify the payment details.

3. Click **Next**.

The task will move to next data segment. For more information refer [Summary](#).

Table 3-25 Settlement Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents.  The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.

**Table 3-25 (Cont.) Settlement Details - Action Buttons - Field Description**

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

### 3.3.7 Summary

This topic provides the systematic instructions to view the summary of export documentary collection liquidation request.

User can review the summary of details updated in Data Enrichment stage of Export Documentary Collection Liquidation request.

The tiles must display a list of important fields with values. User can drill down from Summary tiles into respective data segments.

1. On **Summary** screen, click the 3 dots on any tile to view the details.

Figure 3-16 Summary

**Export Documentary Collection Liquidation DataEnrichment :: Application No:- PK2EDCL000064677**

Documents Remarks Overrides Customer Instruction View Collection

Screen(7/7)

**Summary**

**Main Details**

Booking Date : 2022-04-20  
Submission Mode : Desk  
Liquidation Amount : GBP 100

**Document Details**

Document 1 : BOL  
Document 2 : AIR  
Document 3 : PACKINGLIST

**Shipment Details**

Port of Loading :  
Port of Discharge :  
Shipment Date : 2022-04-20  
Carrier Name :

**Maturity Details**

Tenor Type : Usance  
Tenor Basis :  
Maturity Date : 2022-05-20

**Other Details**

Value Date : 2022-04-20  
Debit Value Date : 2022-04-20  
Credit Value Date : 2022-04-20

**Pre Shipment Details**

Pre-shipment Credit :  
Outstanding Amount :  
Repay Amount :

**Additional Fields**

Click here to view Additional fields

**Advices**

Advice 1 : PAYMENT\_MESS...

**Limits and Collaterals**

Contribution Currency :  
Amount to Earmark :  
Limit Status : Not Verified  
Collateral Currency :  
Collateral Contribution :  
Collateral Status : Not Verified  
Deposit Linkage Currency :  
Deposit Linkage Amount :

**Commission, Charges and taxes**

Charge : EUR 100.00  
Commission :  
Tax :  
Block Status : Not Initiated

**Preview Messages**

Language : ENG  
Preview Message : \*

**Payment Details**

Advance by Loan : No  
Allow Rollover : No  
Liquidate using Collateral : No

Audit Reject Refer Hold Cancel Save & Close Back Submit

### Tiles Displayed in Summary

- Main Details - User can view details about application details and collection details.
- Document Details - User can view the document details.
- Shipment Details - User can view the shipment details.
- Maturity Details - User can view the maturity details.
- Other Details - User can view the other details.
- Pre-Shipment Details - User can view the pre-shipment details.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view the details of advices.
- Limits and Collaterals - User can view limits and collateral details.
- Commission, Charges and Taxes - User can view charge details.
- Preview message - User can view the preview message.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the details of FX Linkage.
- Settlement Details - User can view settlement details.
- Parties Details - User can view party details like applicant, advising bank etc.

- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Linked Loan Details - User can view the linked loan details.
- Interest Details - User can view the interest details.
- Accounting Details - User can view the accounting entries generated in back office.

**Note**

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

2. Click **Submit**.

The task will move to next logical stage.

**Table 3-26 Summary - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be 'Clarification Requested'.
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents.  The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>View Collection</b>	Enables the user to view the latest collection values displayed in the respective fields.
<b>Request Clarification</b>	Click the Request Clarification button to submit the request for clarification to the "Trade Finance Portal" User for the transactions initiated offline.
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.

Table 3-26 (Cont.) Summary - Action Buttons - Field Description

Field	Description
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Submit</b>	Task will get moved to next logical stage of Export Documentary Collection Liquidation. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

## 3.4 Exceptions

This topic helps you quickly get acquainted with the Exceptions process.

The Export Collection Booking Liquidation, before the task moves to the approval stage, the application will validate the Amount Block, KYC and AML. A failure in validation of any of them, the task will reach exception stage for further approval for the exceptions.

### Exception - Amount Block

As part of amount block validation, application will check if sufficient balance is available in the account to create an amount block. On hand-off, system will debit the blocked account to the extent earmark and credit charges/ commission account in case of charges block or credit the amount in suspense account for earmarks created for collateral.



The transactions that have failed amount block due to non-availability of amount in respective account will reach the amount block exception stage.

Log in into OBTFPMCS application, amount block exception queue. Amount block validation failed tasks for trade transactions will be listed in the queue. Open the task to view summary of updated available fields with values.

On Approval, system should not release the Amount Block against each applicable account and system should handoff the “Amount Block Reference Number” to the back office. On successful handoff, back office will make use of these “Amount Block Reference Number” to release the Amount Block done in the mid office (OBTFPMCS) and should debit the CASA account from the Back office. If multiple accounts are applicable, Amount Block Reference for all accounts to be passed to the back office.

Exception is created when sufficient balance is not available for blocking the settlement account and the same can be addressed by the approver in the following ways:

Approve:

- Settlement amount will be funded (outside of this process)
- Allow account to be overdrawn during hand-off

Refer:

- Refer back to DE providing alternate settlement account to be used for block.
- Different collateral to be mapped or utilize lines in place of collateral.

Reject:

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

### **Amount Block Exception**

This section will display the amount block exception details.

#### **Summary**

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Document Details - User can view document details.
- Shipment Details - User can view shipment details.
- Maturity Details - User can view the maturity details.
- Other Details - User can view the other details.
- Pre-shipment Details - User can view the pre-shipment details.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.
- Commission, Charges and Taxes Details - User can view the details provided for charges, commission and taxes.
- Preview Messages - User can view the preview of the simulating message to the remitting bank.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.

- Parties Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Interest Details - User can view the interest details.

1. Click **Approve**. to approve thw export booking amount bolck exception check.

For more information on Action Buttons, refer to the field description table below.

**Table 3-27 Amount Bock Exception - Action Buttons - Field Description**

Field	Description
<b>Cancel</b>	Cancel the Export Collection Booking Amount Block Exception check.
<b>Hold</b>	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system. Refer Codes</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	Task moves to previous logical step.

### Exception - Know Your Customer (KYC)

As part of KYC validation, application will check if necessary KYC documents are available and valid for the applicant. The transactions that have failed KYC due to non-availability / expired KYC verification will reach KYC exception stage.

1. Log in into OBTFPMCS application, KYC exception queue. KYC exception failed tasks for Trade Finance transactions will be listed in your queue.
2. Open the task, to see summary tiles that display a summary of available updated fields with values.

The screenshot shows the 'KYC Exception' summary screen. The title bar reads 'Export Documentary Collection Liquidation KYC Exceptional approval :: Application' with the application number 'No:- PK2EDCL000064677'. On the right, there are tabs for 'Documents', 'Remarks', 'Overrides', 'Customer Instruction', and 'View Collection'. The main content area is titled 'KYC Exception' and has a 'Summary' tab selected. Below the title, there is a 'KYC Details' section with a table. The table has four columns: 'Party ID', 'KYC Status', 'KYC Verified On', and 'KYC Verified Till'. The table is currently empty, displaying 'No data to display.' At the bottom of the screen, there is an 'Audit' button on the left and a row of action buttons: 'Reject', 'Refer', 'Hold', 'Approve', and 'Next'.

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

#### Approve

- After changing the KYC status in the back end application (outside this process).
- Without changing the KYC status in the back end application.
- Reject (with appropriate reject reason).

#### Summary

**Figure 3-17 Exception - Know Your Customer (KYC) Summary**

**Export Documentary Collection Liquidation KYC Exceptional approval :: Application No:- PK2EDCL000064677**

Documents Remarks Overrides Customer Instruction View Collection

KYC Exception Summary Screen(2/2)

<b>Main Details</b> Booking Date : 2022-04-20 Submission Mode : Desk Liquidation Amount : GBP 100	<b>Document Details</b> Document 1 : AIR Document 2 : PACKINGLIST Document 3 : BOL	<b>Shipment Details</b> Port of Loading : Port of Discharge : Shipment Date : 2022-04-20 Carrier Name :
<b>Maturity Details</b> Tenor Type : Usance Tenor Basis : Maturity Date : 2022-05-20	<b>Other Details</b> Value Date : 2022-04-20 Debit Value Date : 2022-04-20 Credit Value Date : 2022-04-20	<b>Pre Shipment Details</b> Pre-shipment Credit : Outstanding Amount : Repay Amount :
<b>Additional Fields</b> Click here to view Additional fields	<b>Advices</b> Advice 1 : PAYMENT_MESS...	<b>Limits and Collaterals</b> Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :
<b>Commission, Charges and taxes</b> Charge : EUR 100.00 Commission : Tax : Block Status : Not Initiated	<b>Preview Messages</b> Language : ENG Preview Message : -	<b>Payment Details</b> Advance by Loan : No Allow Rollover : No Liquidate using Collateral : No
<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :	<b>Settlement Details</b> Component : CHGI_LIQD_AM... Account Number : PK2001183001... Currency : GBP	<b>Parties Details</b> Drawer : GOODCARE PLC Drawee : MARKS AND SP...
<b>Compliance details</b> KYC : Not Initiate... Sanctions : Not Initiate... AML : Not Initiate...	<b>Interest Details</b> Component : Amount : Event :	

Audit Reject Refer Hold Approve Back

#### Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Document Details - User can view document details.
- Shipment Details - User can view shipment details.
- Maturity Details - User can view the maturity details.
- Other Details - User can view the other details.
- Pre-shipment Details - User can view the pre-shipment details.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.

- Commission, Charges and Taxes Details - User can view the details provided for charges, commission and taxes.
- Preview Messages - User can view the preview of the simulating message to the remitting bank.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.
- Parties Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Interest Details - User can view the interest details.

For more information on Action Buttons, refer to the field description table below.

**Table 3-28 Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• Transaction Level Instructions – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

**Table 3-28 (Cont.) Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

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

**Exception - Limit Check/Credit**

The transactions that have failed limit check due to non-availability of limits will be available in limit check exception queue for further handling.

1. Log in into OBTFPMCS application, limit check exception queue. Limit check exception failed tasks for Trade Finance transactions must be listed in your queue.
2. Click **My Task**. The summary tiles displays summary of important fields with values.

Limit check Exception approver can do the following actions:

**Approve**

- Limit enhanced in the back end (outside this process).
- Without enhancing limit in the back end.

**Refer**

- Refer back to DE providing alternate limit id to map
- Refer additional collateral to be mapped

**Reject**

The transaction due to non-availability of limits capturing reject reason.

**Limit/Credit Check**

This section will display the amount block exception details.

**Summary**

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Document Details - User can view document details.
- Shipment Details - User can view shipment details.
- Maturity Details - User can view the maturity details.
- Other Details - User can view the other details.
- Pre-shipment Details - User can view the pre-shipment details.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.
- Commission, Charges and Taxes Details - User can view the details provided for charges, commission and taxes.
- Preview Messages - User can view the preview of the simulating message to the remitting bank.
- Payment Details - User can view the payment details.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.
- Parties Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Interest Details - User can view the interest details.

For more information on action buttons, refer to the field description table below.

**Table 3-29 Exception - Limit Check/Credit - Action Buttons – Field Description**

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

**Table 3-29 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description**

Field	Description
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.
<b>Back</b>	Task moves to previous logical step.

## 3.5 Multi Level Approval

This topic helps you quickly get acquainted with the Multi Level Approval process.

1. Log in into OBTFPMCS application and acquire the task available in the approval stage in free task queue. Authorization User can acquire the task for approving.

### Note

The user can simulate/recalculate charge details and during calling the handoff, if handoff is failed with error the OBTFPMCS displays the Handoff failure error during the Approval of the task.

### Authorization Re-Key (Non-Online Channel)

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

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


- Liquidation Currency Code
- Liquidation Amount


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




Figure 3-18 Authorization Re-Key

### Approval Rekey

 View Signature

 Documents

 Remarks

Bill Amount

AED ▼

AED 100.00

✓

Bill Currency Code

AED ▼

✓

Refer

Close

Proceed

## Approval Summary

Export Documentary Collection Liquidation Approval Task Level 1 :: Application  
No:- PK2EDCL000061927

DocumentsRemarksOverridesCustomer InstructionView Collection

<b>Main Details</b> Booking Date : 2022-04-20 Submission Mode : Desk Liquidation Amount : GBP 1000	<b>Document Details</b> Document 1 : BOL Document 2 : PACKINGLIST Document 3 : AIR	<b>Shipment Details</b> Port of Loading : Port of Discharge : Shipment Date : 2022-04-20 Carrier Name :
<b>Maturity Details</b> Tenor Type : Usance Tenor Basis : Maturity Date : 2022-05-20	<b>Other Details</b> Value Date : 2022-04-20 Debit Value Date : 2022-04-20 Credit Value Date : 2022-04-20	<b>Pre Shipment Details</b> Pre-shipment Credit : Outstanding Amount : Repay Amount :
<b>Additional Fields</b> Click here to view Additional : fields	<b>Advices</b> Advice 1 : PAYMENT_MESS...	<b>Limits and Collaterals</b> Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :
<b>Commission, Charges and taxes</b> Charge : EUR 100.00 Commission : Tax : Block Status : Success	<b>Preview Messages</b> Language : ENG Preview Message :-	<b>Payment Details</b> Advance by Loan : No Allow Rollover : No Liquidate using Collateral : No
<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :	<b>Linked Loan Details</b> LoanAcc : Loan Currency : Loan Amount :	<b>Settlement Details</b> Component : CHG1.LIQD_AM... Account Number : PK2001183001... Currency : GBP
<b>Parties Details</b> Drawee : MARKS AND SP... Drawer : GOODCARE PLC	<b>Compliance details</b> KYC : Verified Sanctions : Verified AML : Verified	<b>Exception(Approval)</b> Sanction : EXCEPTION PLEASE VISIT REMARKS FOR MORE DETAILS
<b>Accounting Details</b> Event : LIQD AccountNumber : PK2001044001... Branch : PK2	<b>Interest Details</b> Component : Amount : Event :	

AuditRejectHoldReferCancelApprove

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Document Details - User can view the document details.
- Shipment Details - User can view the shipment details.
- Maturity Details - User can view the maturity details.
- Other Details - User can view the other details.
- Pre-Shipment Details - User can view the pre-shipment details.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view the details of advices.
- Limits and Collaterals - User can view limits and collateral details.
- Commission, Charges and taxes - User can view commission, charges and taxes details.
- Preview message - User can view the preview message.
- Payment Details - User can view the payment details.
- Linked Loan Details - User can view the linked loan details.
- FX Linkage - User can view the details of FX Linkage.
- Settlement Details - User can view settlement details.
- Parties Details - User can view party details like applicant, advising bank etc.
- Compliance Details - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated by back office system.

**Note**

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

- Interest Details - User can view the interest details.

**1. Click Approve.**

For more information on Action Buttons, refer to the field description table below.

**Table 3-30 Approval Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	<p>View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>

Table 3-30 (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
Remarks	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFCMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
Common Group Message	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
View Collection	Click to view the details of the collection.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>

**Table 3-30 (Cont.) Approval Summary - Action Buttons - Field Description**

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

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