

# Oracle Banking Trade Finance Process Management Cloud Service

## Export Documentary Collection Return/Close - Islamic User Guide



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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 Return - Close Islamic** 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 Booking Return - Close - Islamic

This topic helps you quickly get acquainted with the Export Documentary Collection Booking Return - Close - Islamic process.

Export Collection Return process facilitates the user to close the outstanding bills along with the returned documents or without any documents, when no more payments are expected.

Export Documentary Collection can be Returned/Closed before liquidation.

The various stages involved for Export Doc Collection Return/Close are:

- Receive and verify documents and basic details- Registration stage
- Verify documents and capture details - Data Enrichment stage
- Input/Modify details of Return Collection - Data Enrichment stage
- Check balance availability for amount block if applicable
- Check for sanctions & KYC status
- Create amount block for charges if applicable
- Capture remarks for other users to check and act Hand off request to back office

The Islamic Export Doc Collection Return process flow is similar to that of conventional Export Doc Collection Return/Close process flow.

This topic contains following sub-topics:

- [Common Initiation Stage](#)  
This topic provides the systematic instructions to initiate the **Export Documentary Collection Return - Close - Islamic** request.
- [Registration](#)  
This topic provides the systematic instructions to initiate the Registration stage of **Export Documentary Collection Return - Close - Islamic** request.
- [Data Enrichment](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of export documentary collection return - close - Islamic 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 Return - Close - Islamic** 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**

2. On **Initiate Task** 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 3-1 Initiate Task - Field Description**

Field	Description
<b>Process Name</b>	Select a process name from the drop-down list.
<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.

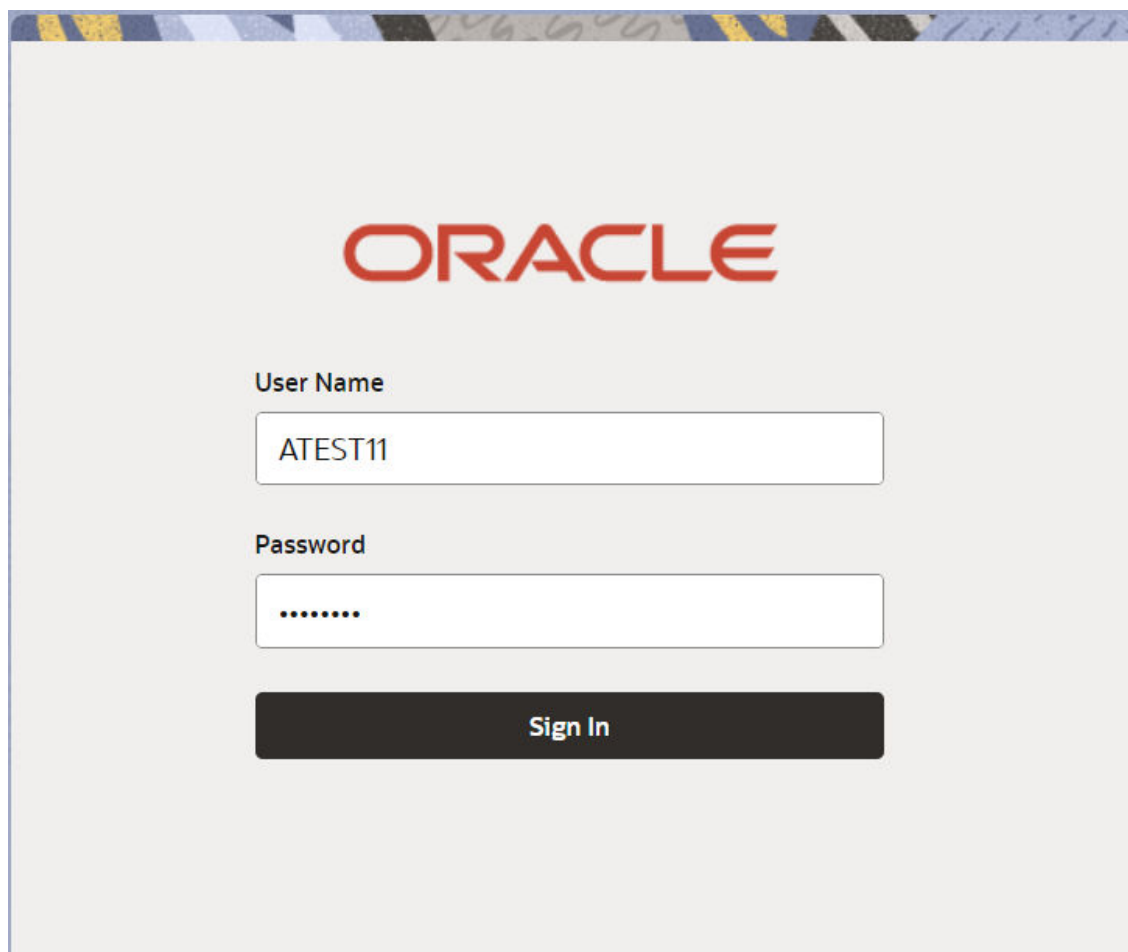
## 3.2 Registration

This topic provides the systematic instructions to initiate the Registration stage of **Export Documentary Collection Return - Close - Islamic** request.

The process starts from Registration stage, during Registration stage, user can register request for an Islamic Export Doc Collection Return/Close at the front desk (as an application received physically/Courier). During Registration stage, user can capture the basic details of the transaction, check the signature of the applicant and upload related documents. On submit, the request will be available for an collection expert to handle the request in the next stage.

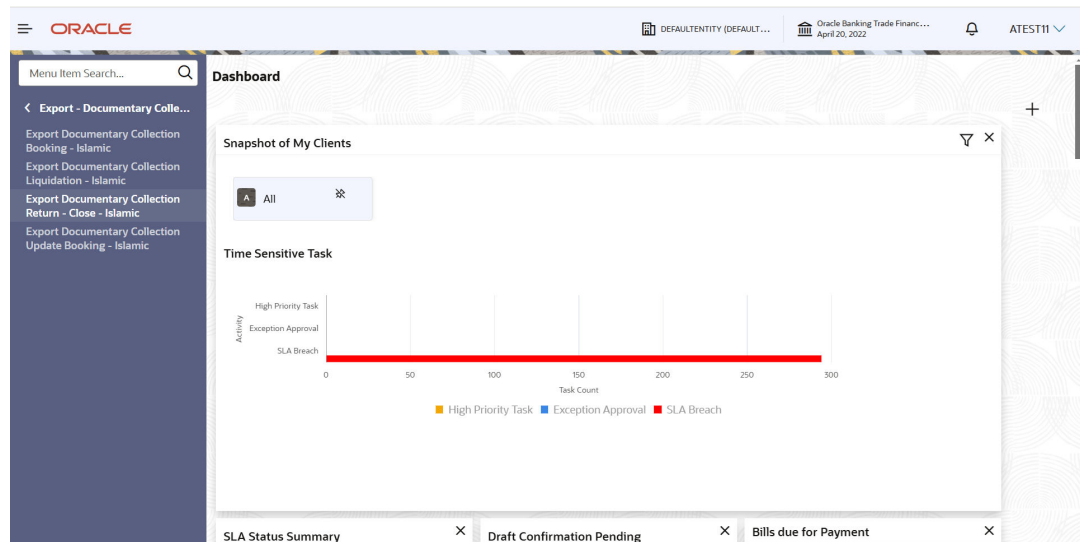
Specify **User ID** and **Password**, and login to **Home** screen.

**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 field is labeled "User Name" and contains the text "ATEST11". The second field is labeled "Password" and contains a series of dots. Below these fields is a dark gray button with the text "Sign In" in white.

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

**Figure 3-3 Export Documentary Collection Return - Close - Islamic**



The **Export Documentary Collection Return - Close - Registration** screen appears. The Export Documentary Collection Return - 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 Return - Close - Registration - Application Details**

**Export Documentary Collection Return - Close - Islamic**

Application Details

Document Collection Number: PK2EIBC22110A3VY

Amount in Local Currency: GBP, £1,000.00

Submission Mode: Desk

Drawer: 001044, GOODCARE

Process Reference Number: PK2IEDC000064757

Return Date: April 20, 2022

Branch: PK2-Oracle Banking Trade Fin...

Customer Reference Number

Version Number: 2

Bill Amount: GBP, £1,000.00

Priority: Medium

Collection Details

Documents Received: First

Operation Type: COL

Outstanding Bill Amount: GBP, £1,000.00

Protest Date

Tenor Type: Sight

Stage: FINAL

Collecting Bank: 001185, RABO BANI

Acceptance Date

Product Code: EIBC

Contract Reference Number: PK2EIBC22110A3VY

Collecting Bank Reference Number: NONE

Rebate Amount: GBP

Product Description: OUTGOING DOCUMENTARY SIGHT

Drawee: 001043, MARKS ANI

Finance Amount: GBP

Customer Dispatch

Hold Cancel Save & Close Submit

- On **Export Documentary Collection Return - Close - 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 Return - Close - 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 reference number. In the lookup, you can search giving any combination details of Documentary Collection Number, Drawer, Currency, Amount, Product Code and Booking Date 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.  This field displays the Drawer ID and name based on the selected Documentary Collection Reference. The user can change the parties in Update Collection Processes. Update summary should show both old and new parties.  <div> <b>Note</b>            If the values are allowed to change and the selected drawee/ party is blacklisted the system displays a warning message.         </div>
<b>Branch</b>	Read only field.  Branch details is auto-populated based on the selected Documentary Collection Reference.
<b>Bill Amount</b>	Read only field. This field displays the bill currency and the Bill Amount based on the selected Documentary Collection Reference.
<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 sequence number for the transaction.  This is auto generated by the system based on process name and branch code.
<b>Customer Reference Number</b>	Specify the customer reference number.

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

Field	Description
<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.  System populates the submission mode of Export Collection Return - Close -Islamic request.  By default the submission mode will have the value as 'Desk'. <ul style="list-style-type: none"> <li>• Desk - Request received through Desk</li> <li>• Courier - Request received through Courier</li> </ul>
<b>Return Date</b>	System displays the return date of the application.  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 Return - Close - 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 Return - Close - Registration - Collection Details - Field Description**

Field	Description
<b>Documents Received</b>	Read only field. This field displays the documents received from the collection booking.
<b>Tenor Type</b>	Read only field.  This field displays the tenor details from the collection booking.
<b>Product Code</b>	Read only field.  This field displays the product code from the Documentary Collection Number.
<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.
<b>Stage</b>	Read only field.  This field displays the stage based on the selected Documentary Collection Number.
<b>Contract Reference Number</b>	Read only field. System populates the contract reference number from the back end system once the Documentary Collection Number is selected.
<b>Drawee</b>	Read only field. Drawee ID will be auto-populated based on the selected Documentary Collection Number.
<b>Outstanding Bill Amount</b>	Read only field. Outstanding Bill Amount will be auto-populated based on the selected Documentary Collection Number.
<b>Collecting Bank</b>	Read only field. Collecting Bank ID and Collecting Bank Name will be auto-populated based on the selected Documentary Collection Number.
<b>Collecting Bank Reference</b>	Read only field. Collecting Bank reference will be auto-populated based on the selected Documentary Collection Number.
<b>Finance Amount</b>	Read only field. Finance Amount will be auto-populated based on the selected Documentary Collection Number.
<b>Protest Date</b>	Read only field. Protest Date will be auto-populated based on the selected Documentary Collection Number.
<b>Acceptance Date</b>	Read only field. Acceptance Date will be auto-populated based on the selected Documentary Collection Number.

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

Field	Description
<b>Rebate Amount</b>	Read only field. The rebate to the bill outstanding amount.
<b>Customer Dispatch</b>	Displays the value that will be populated from back office based on the maintenance. <ul style="list-style-type: none"> <li>• <b>Enabled:</b> If enabled, the customer has the option to dispatch the documents directly to the importer's bank.</li> <li>• <b>Disabled:</b> If disabled, 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 Return - Close. For more information on action buttons, refer to the field description table below.

**Table 3-5 Export Documentary Collection Return - Close - 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 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>Common Group Message</b>	Click to send MT799 and MT999 messages from within the task.
<b>View Collection</b>	Click to view the details of the collection.
<b>Events</b>	Click to view 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 Return - Close task. Details entered will not be saved and the task will be removed
<b>Save &amp; Close</b>	Save the information provided and holds the task in 'My Task' queue for working later.  This option will not submit the request.
<b>Submit</b>	The task will move to next logical stage of Export Documentary Collection Return - Close. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

**Table 3-5 (Cont.) Export Documentary Collection Return - Close - Registration - Action Buttons - Field Description**

Field	Description
<b>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.

## 3.3 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of export documentary collection return - close - Islamic request.

On successful completion of Registration of an Export Documentary Collection Return - Close - Islamic, the task moves to Data Enrichment stage. As part of data enrichment, user enters Return/Close basic details of the incoming request.

### 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 Reference...	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Acquire and Edit	Medium	Islamic Export Documentary Collection Ret...	PK2IEDL000064733	PK2IEDL000064733	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	High	Import LC Issuance	PK2ILCI000064...	PK2ILCI000064722	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Islamic Export Documentary Collection Bo...	PK2IEDU00006...	PK2IEDU000064726	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Islamic Export Documentary Collection Bo...	PK2IEDU00006...	PK2IEDU000064706	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit		Import LC Issuance	PK2ILCI000064...	PK2ILCI000064717	Scrutiny	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Import LC Liquidation	PK2ILCL00006...	PK2ILCL000064705	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary Collection Liquidation	PK2EDCL00006...	PK2EDCL000064677	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary Collection Return/Cl...	PK2EDCR0000...	PK2EDCR000063569	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary Collection Booking U...	PK2EDCU0000...	PK2EDCU000064697	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary Collection Booking U...	PK2EDCU0000...	PK2EDCU000064693	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary Collection Booking U...	PK2EDCU0000...	PK2EDCU000064690	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit		Import LC Liquidation	PK2ILCL00006...	PK2ILCL000064686	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit		STP Process Allocation	PK25TPP00006...	PK25TPP000064631	Approval Task Level 1	22-04-20

The **Free Tasks** screen appears.

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

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

**Figure 3-6 My Tasks**

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(DEFAULTTENTY)

Oracle Banking Trade Finance...

April 20, 2022

LAXMAN01

Menu Item Search...

<

Tasks

Awaiting Customer Clarification

Business Process Maintenance

Completed Tasks

Free Tasks

Hold Tasks

My Tasks

Other User tasks

Search

SubProcess Tasks

Supervisor Tasks

My Tasks

Refresh

Release

Escalate

Delegate

Flow Diagram

<div><div></div><div>Edit</div></div>	<div>Priority</div>	<div>Process Name</div>	<div>Process Reference Number</div>	<div>Application Number</div>	<div>Stage</div>	<div>Application Date</div>
<div><div><input checked="" type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Islamic Export Documentary Collection Return/Close</div>	<div>PK2IEDC000053630</div>	<div>PK2IEDC000053630</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Export Documentary Collection Return/Close</div>	<div>PK2EDCR000053629</div>	<div>PK2EDCR000053629</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Export Documentary Collection Booking</div>	<div>PK2EDCB000053628</div>	<div>PK2EDCB000053628</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Export Documentary Collection Booking Update</div>	<div>PK2EDCU000053597</div>	<div>PK2EDCU000053597</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Import Documentary Collection Booking</div>	<div>PK2IDCB000053596</div>	<div>PK2IDCB000053596</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Export LC Liquidation</div>	<div>PK2ELCL000053594</div>	<div>PK2ELCL000053594</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Import LC Drawing</div>	<div>PK2ILCD000053549</div>	<div>PK2ILCD000053549</div>	<div>Scrutiny</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Guarantee SBLC Issuance -Claim Settlement</div>	<div>PK2GISCO00053508</div>	<div>PK2GISCO00053508</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Import LC Drawing</div>	<div>PK2ILCD000053507</div>	<div>PK2ILCD000053507</div>	<div>Scrutiny</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Import Documentary Collection Liquidation</div>	<div>PK2IDCL000053499</div>	<div>PK2IDCL000053499</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Import Documentary Collection Liquidation</div>	<div>PK2IDCL000053477</div>	<div>PK2IDCL000053477</div>	<div>DataEnrichment</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Export LC Drawing - Islamic</div>	<div>PK2IELD000053419</div>	<div>PK2IELD000053419</div>	<div>Scrutiny</div>	<div>22-04-20</div>
<div><div><input type="checkbox"/></div><div>Edit</div></div>	<div>Medium</div>	<div>Export LC Drawing - Islamic</div>	<div>PK2IELD000053418</div>	<div>PK2IELD000053418</div>	<div>Scrutiny</div>	<div>22-04-20</div>

Let's look at the details for Data Enrichment stage. User can enter/update the following fields. Some of the application details that are already having value from Registration/online 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 Return - Close - Islamic request.
- [Closure/Return Details](#)  
 This topic provides the systematic instructions to capture the return details to process the Closure/Return.
- [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 Return - Close - Islamic** request.
- [Summary](#)  
 This topic provides the systematic instructions to view the summary of **Export Documentary Collection Return - Close - Islamic** request.

### 3.3.1 Main Details

This topic provides the systematic instructions to initiate the Data Enrichment stage of Export Documentary Collection Return - Close - Islamic 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.

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

**Figure 3-7 Data Enrichment - Main Details**

The screenshot displays the 'Islamic Export Documentary Collection Return/Close DataEnrichment' interface. The title bar shows 'Islamic Export Documentary Collection Return/Close DataEnrichment :: Application No:- PK2IEDC000053630'. The sidebar on the left has 'Main Details' selected, with sub-options: Closure/Return Details, Additional Fields, Advices, Additional Details, Settlement Details, and Summary. The main content area is divided into two sections: 'Application Details' and 'Collection Details'. The 'Application Details' section includes fields for Documentary Collection Number (PK2EIBC22110A3VY), Amount in Local Currency (GBP, £1,000.00), Submission Mode (Desk), Drawer (001044, GOODCARE), Branch (PK2-Oracle Banking Trade Fins), Process Reference Number (PK2IEDC000053630), Customer Reference Number, Return Date (April 20, 2022), Version Number (2), and Bill Amount (GBP, £1,000.00). The 'Collection Details' section includes Documents Received (First), Tenor Type (Sight), Stage (FINAL), Product Code (EIBC), Product Description (OUTGOING DOCUMENTARY SIGHT), Operation Type (COL), Contract Reference Number (PK2EIBC22110A3VY), Drawee (001043, MARKS ANI), Outstanding Bill Amount (GBP, £1,000.00), Collecting Bank (001183, RABO BANK), Collecting Bank Reference Number (NONE), Finance Amount (GBP), Protest Date, Acceptance Date, Rebate Amount (GBP), and Customer Dispatch. At the bottom, there are buttons for 'Audit', 'Request Clarification', 'Reject', 'Refer', 'Hold', 'Cancel', 'Save & Close', and 'Next'.

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

**Table 3-6 Export Documentary Collection Return Islamic - Close - Registration - Application Details - Field Description**

Field	Description
<b>Documentary Collection Number</b>	Read only field. This field displays the documentary credit number as selected in Registration stage.



**Table 3-6 (Cont.) Export Documentary Collection Return Islamic - Close -  
Registration - Application Details - Field Description**

Field	Description
<b>Drawer</b>	Read only field.  This field displays the Drawer ID and name based on the selected Documentary Collection Reference.
<b>Branch</b>	Read only field.  Branch details is auto-populated based on the selected Documentary Collection Reference.
<b>Bill Amount</b>	Read only field. This field displays the bill currency and the Bill Amount based on the selected Documentary Collection Reference.
<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 sequence number for the transaction.  This is auto generated by the system based on process name and branch code.
<b>Customer Reference Number</b>	Specify the customer reference number.
<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. System populates the submission mode of Export Collection Return - Close request.  By default the submission mode will have the value as 'Desk'. <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>
<b>Return Date</b>	System displays the return date of the application.  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.

**Data Enrichment - Main Details - Collection Details**

The fields listed under this section are same as the fields listed under the Collection Details section in Registration. During Registration, if user has not captured input, then user can capture the details in this section.



**Figure 3-8 Data Enrichment - Main Details - Collection Details**

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

**Table 3-7 Export Documentary Collection Return Islamic - Close - Registration - Collection Details - Field Description**

Field	Description
<b>Documents Received</b>	Read only field. This field displays the documents received from the collection booking.
<b>Tenor Type</b>	Read only field. This field displays the tenor details from the collection booking.
<b>Product Code</b>	Read only field. This field displays the product code from the Documentary Collection Number.
<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.
<b>Stage</b>	Read only field. This field displays the stage based on the selected Documentary Collection Number.
<b>Contract Reference Number</b>	Read only field. System populates the contract reference number from the back end system once the Documentary Collection Number is selected.
<b>Drawee</b>	Read only field. Drawee ID will be auto-populated based on the selected Documentary Collection Number.
<b>Outstanding Bill Amount</b>	Read only field. Outstanding Bill Amount will be auto-populated based on the selected Documentary Collection Number.

**Table 3-7 (Cont.) Export Documentary Collection Return Islamic - Close - Registration - Collection Details - Field Description**

Field	Description
<b>Collecting Bank</b>	Read only field. Collecting Bank ID and Collecting Bank Name will be auto-populated based on the selected Documentary Collection Number.
<b>Collecting Bank Reference</b>	Read only field. Collecting Bank reference will be auto-populated based on the selected Documentary Collection Number.
<b>Finance Amount</b>	Read only field. Finance Amount will be auto-populated based on the selected Documentary Collection Number.
<b>Protest Date</b>	Read only field. Protest Date will be auto-populated based on the selected Documentary Collection Number.
<b>Acceptance Date</b>	Read only field. Acceptance Date will be auto-populated based on the selected Documentary Collection Number.
<b>Rebate Amount</b>	Read only field. The rebate to the bill outstanding amount.
<b>Customer Dispatch</b>	Read only field. Displays the value that will be populated from back office based on the maintenance.

2. Click **Next**.

The task will move to next data segment.

**Table 3-8 Main Details - Action Buttons - Field Description**

Field	Description
<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.

Table 3-8 (Cont.) Main Details - Action Buttons - Field Description

Field	Description
<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>	Enables the user to view the latest collection values displayed in the respective fields.
<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>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 Closure/Return Details

This topic provides the systematic instructions to capture the return details to process the Closure/Return.

Closure/Return details hop enables the user to provide details in the below mentioned section to process the closure/return.

1. On **Closure/Return Details** screen, specify the fields that were not entered at Registration stage.

**Figure 3-9 Closure/Return Details**

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

**Table 3-9 Closure/Return Details - Field Description**

Field	Description
<b>Return Details</b>	Specify the Return Details based on the description of the following table.
<b>Return Document</b>	This section displays the <b>Return Document</b> details.
<b>Protested Bill of Exchange</b>	Enable the protested bill of exchange toggle, if returned.
<b>Remarks</b>	Specify the remarks, if required.
<b>Unaccepted Bill of Exchange</b>	Enable the unaccepted bill of exchange toggle, if returned.
<b>Remarks</b>	Specify the remarks, if required.
<b>Other Documents</b>	Enable the the other documents toggle, if any other documents are returned.
<b>Remarks</b>	Specify the remarks, if required.
<b>Document Details</b>	This section displays the <b>Return Document</b> details.

Table 3-9 (Cont.) Closure/Return Details - Field Description

Field	Description
<b>Documents Disposal</b>	The user can enable the relevant toggle indicating the instructions received from the remitting bank towards disposal of documents. The user can also input additional remarks/description about the document disposal
<b>Documents Delivered to Drawee Free of Payment</b>	Enable the documents delivered to drawee free of payment toggle, if returned.
<b>Remarks</b>	Specify the remarks, if required.
<b>Documents Returned to Remitting Bank</b>	Enable the documents returned to remitting bank toggle, if returned.
<b>Remarks</b>	Specify the remarks, if required.
<b>Documents Handed over to 3rd Party</b>	Enable the documents handed over to 3rd party toggle, if returned.
<b>Remarks</b>	Specify the remarks, if required.
<b>Closure/Return Reason</b>	This section displays the <b>Closure/Return Reason</b> details.
<b>Closure/Return Reason</b>	Specify the closure/return reason.

2. Click **Next**.

The task will move to next data segment.

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

Table 3-10 Return Details - Action Buttons - Field Description

Field	Description
<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.

**Table 3-10 (Cont.) Return 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.

### 3.3.3 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 3-10 Additional Fields**

2. Click **Next**.

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

**Table 3-11 Additional Fields - Action Buttons - Field Description**

Field	Description
<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.



**Table 3-11 (Cont.) Additional Fields - 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.

### 3.3.4 Advices

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

A Data Enrichment, user can check the advices data segment details of an Islamic Export Collection Return. Advices maintained in the back office will be defaulted in this tile format. Advices menu displays the advices 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  on any advice tile to view the advice details.

**Figure 3-11 Advices**



Islamic Export Documentary Collection Return/Close DataEnrichment ::  
Application No:- PK2IEDC000064737

Clarification Details Documents Remarks Overrides  
Customer Instruction View Collection

Main Details  
Closure/Return Details  
Additional Fields  
Advices  
Additional Details  
Settlement Details  
Summary

Advices

Advice : CLOSURE\_ADVICE  
Advice Name : CLOSURE\_ADVICE  
Advice Party : DRAWER  
Party Name : GOODCARE PLC  
Suppress Advice : NO

Advice : PAYMENT\_MESSAGE  
Advice Name : PAYMENT\_MESSAGE  
Advice Party :  
Party Name :  
Suppress Advice : NO

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Next

### Advice Details

Advice Details

▼ Advice Details

Suppress Advice ☐

Advice Name Medium Advice Party  
LC\_AMND\_INSTR  ABK

Party ID Party Name  
001204 ABC BANK

▼ 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 3-12 Advice Details

Field	Decription
<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 collection.
<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 collection.

**Table 3-12 (Cont.) Advice Details**

Field	Deacription
<b>Party ID</b>	This field diaplays the party ID defaulted from collection.
<b>Party Name</b>	This field diaplays the party name defaulted from collection.
<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>Instructions</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 dispys the instruction description based on the instruction code selected.
<b>Edit</b>	Click Edit icon to edit the instruction code 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 on fields, refer to the field description table below.

**Table 3-13 Advices - Action Buttons - Field Description**

Field	Description
<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.


Table 3-13 (Cont.) Advices - Action Buttons - Field Description

Field	Description
<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, 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>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.

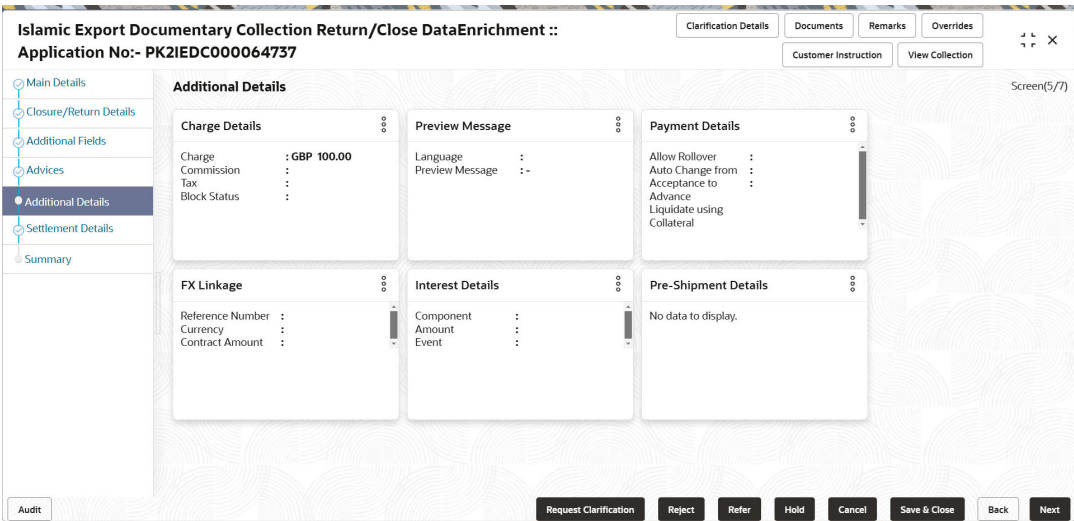
### 3.3.5 Additional Details

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

As part of Data Enrichment, user can verify and enter the basic additional details available in the Islamic Import Collection Return/Close

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

**Figure 3-12 Additional Details**



#### 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 (OBTFCMCS) 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
PK2CDPI221100003	GBP	April 20, 2023	GBP	63880.34	67	PK2CDPI221100003	

Page 1 of 1 (1 of 1 items)

Save & Close

Cancel

Figure 3-13 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 3-14 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 3-15 Deposit Linkage Details

### Deposit Linkage Details

Customer Id

001044

Deposit Branch

PK2

Deposit Maturity Date

April 20, 2023

Deposit Available In Transaction Currency

GBP

63,880.34

Linkage Amount(Transaction Currency)

GBP

£67.00

Deposit Account

PK2CDP1221100003

Deposit Available Amount

GBP

£63,880.34

Exchange Rate

1

Linkage Percentage %

67.0

Save & Close

Close

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

**Table 3-14 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 3-14 (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>	<p>Amount to earmark will default based on the contribution %.</p> <p>User can change the value.</p>
<b>Expiry Date</b>	This field displays the date up to which the Line is valid.

Table 3-14 (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.
<b>Limit Details</b> grid	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>Edit</b>	Click the link to edit the <b>Limit Details</b> .
<b>Cash Collateral Details</b>	Specify the cash collateral details based on the following table. Click <b>+</b> 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 <b>Collateral Details</b> pop-up screen, if the user clicks plus icon.
<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 3-14 (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.
<b>Cash Collateral Details grid</b>	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>Account Available Amount</b>	This field displays the account available amount which will be auto-populated based on the settlement account selection.
<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>Deposit Linkage Details pop-up screen</b>	Below fields are displayed on the <b>Deposit Linkage Details</b> 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. 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.

Table 3-14 (Cont.) Limit Details - Field Description

Field	Description
<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.
<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.
<b>Deposit Linkage Details grid</b>	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.

The screenshot shows a web application interface for 'Charge Details'. At the top, there are buttons for 'Recalculate' and 'Re-default'. Below this, the 'Commission Details' section is expanded, showing a table with columns: Component, Rate, Mod. Rate, Currency, Amount, Modified, Defer, Waive, Charge Party, Settl. Account, and Amendable. The table is currently empty with the message 'No data to display.' and a pagination bar showing 'Page 1 (0 of 0 items)'. Below this, the 'Charge Details' section is expanded, showing a table with columns: Component, Tag currency, Tag Amount, Currency, Amount, Modified, Billing, Defer, Waive, Charge Party, and Settlement Account. The table contains two rows: one for 'BCCOUR' with EUR currency and amount €73.00, and one for 'BCSWIFT' with GBP currency and amount £333.00. Both rows have 'Billing', 'Defer', and 'Waive' checkboxes. The 'Settlement Account' for both is 'PK20010440017'. The pagination bar shows 'Page 1 of 1 (1-2 of 2 items)'. Below this, the 'Tax Details' section is expanded, showing a table with columns: Component, Type, Value Date, CCY, Amount, Billing, Defer, and Settl. Account. The table is currently empty with the message 'No data to display.' 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 3-15 Charge Details - Field Description

Field	Description
<b>Commission Details</b>	This field displays the <b>Commission Details</b> .

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

Field	Description
<b>Event Description</b>	Read only field. This field displays the description of the event.
<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.
<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>	This field displays the amount that is maintained under the product code. 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.  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.
<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>	Based on the customer maintenance, the charges/commission can be marked for Billing or Defer. If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.
<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>	This section displays the <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.

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

Field	Description
<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>
<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>	<p>This section displays the <b>Tax Details</b>.</p> <p>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.</p>
<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>	<p>This field displays the currency in which the tax have to be collected.</p> <p>The tax currency is the same as the commission.</p>
<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

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

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

Field	Description
<b>Payment Details</b>	
<b>Preshipment Credit Outstanding Amount</b>	Specify the pre-shipment credit outstanding amount.
<b>Preshipment Credit Repayment Amount</b>	Read only field. This field displays the pre-shipment credit repayment amount.
<b>Reimbursement Claimed</b>	Enable the option as 'On', if the reimbursement is already claimed. This field is applicable only if reimbursement is applicable and LC has reimbursement bank details.
<b>Reimbursing Bank</b>	Reimbursing bank details gets defaulted from the LC. The user can search and select the Reimbursing bank details.  <div> <i>Note</i>            If the user selects another bank and in case the selected Bank is not RMA Compliant, the system displays error message "RMA arrangement not available".         </div>
<b>Reimbursement Date</b>	Specify or select the reimbursement date. If reimbursement date is later than the branch date, system will display an error.
<b>Liquidate using Collateral</b>	Enable this option, if liquidation is done using collaterals.
<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.

**Table 3-16 (Cont.) Payment Details - Field Description**

Field	Description
<b>Account Currency</b>	This field displays the currency for all the items based on the account number.

2. 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
000FNDF20076A9W9			£4,000.00	1.35	£4,000.00		March 19, 2020	

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

Average FX Rate

0


Save & Close Cancel



Figure 3-16 FX Linkage Details

### FX Linkage

FX Reference Number

000FNDF20076A9N9 

Currency

USD

Contract Amount

USD ▼

\$4,000.00

Available FX Contract Amount

USD ▼

\$4,000.00

Linkage Amount

USD ▼

\$4,000.00

Rate

1.35


FX Amount in Local Currency

▼


£2,962.96

FX Expiry Date


March 19, 2020



FX Delivery Period From



FX Delivery Period To



Save & Close

Close

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

Table 3-17 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 3-17 (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

If a Pre-Shipment Credit is already outstanding against this Export Collection, user must be able to repay the same from the settlement account of the Customer.

**Pre-Shipment Details**

Pre-shipment Details

Loan Account Number	Currency	Outstanding Amount	Action
	GBP	1000	

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

Settled Finance

Sequence Number	Loan Account Number	Currency	Outstanding Amount	Event	Settled Amount
No data to display.					

Save & Close Close

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

**Table 3-18 Pre-Shipment Details - Field Description**

Field	Description
<b>Pre Shipment Details</b> The user can click + to add multiple Pre Shipment Details.	
<b>Loan Account Number</b>	Click <b>Search</b> to search and select the loan account number.
<b>Currency</b>	Application defaults the currency of the Pre-Shipment Credit Number.
<b>Outstanding Amount</b>	Application defaults the outstanding amount of the Pre-Shipment Credit Number.
<b>Action</b>	Click Edit icon to edit the pre-shipment details.  Click Delete icon to delete the pre-shipment details.
<b>Settled Finance</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 finance 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**

User can view the draft message being displayed on the preview message text box.

The screenshot displays two side-by-side preview panels. The left panel, titled 'Preview - SWIFT Message', includes fields for Language (English), Message Type (210), Message Status (EXTERNAL UNGENERATED), and a large empty text area for the Preview Message. The right panel, titled 'Preview - Mail Advice', includes fields for Language (English), Advice Type (CREDIT\_ADVICE), Message Status (GENERATED), and a Preview Message box. This box contains a sample credit advice message dated 20-APR-22 from GOODCARE PLC, with contact information sajani.t@oracle.com. At the bottom right of the interface are 'Save & Close' and 'Close' buttons.

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

**Table 3-19 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.

Table 3-19 (Cont.) Preview - Field Description

Field	Description
<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.

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

6. **Next.**

The task will move to next data segment.

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

Table 3-20 Additional Details - Action Buttons - Field Description

Field	Description
<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.

Table 3-20 (Cont.) Additional 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.

### 3.3.6 Settlement Details

This topic provides the systematic instructions to capture the settlement details of **Export Documentary Collection Return - Close - Islamic** request.

As part of Data Enrichment, user verifies and enter the basic additional details available in the Islamic Export Collection Return/Close. In case the request is received through online channel user will verify the details populated.

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

Figure 3-17 Settlement Details

**Islamic Export Documentary Collection Return/Close Data Enrichment ::**  
Application No- PK2IEDC000064737

**Settlement Details**

☐ Current Event

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AMT_PURCHAS...	GBP	Debit	PK20011830...	RABO BANK	EUR	No	No
AMT_PURCHAS...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
BILL_LIQ_AMT	GBP	Debit	PK20011830...	RABO BANK	EUR	No	No
BILL_LIQ_AMTEQ	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No
COLL_LIQ_AMT	GBP	Debit	PK20011830...	RABO BANK	EUR	No	No
COLL_LIQ_AMT...	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No
IBCOUR_LIQD	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
IBSWIFT_LIQD	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
IBTAX1_AMT	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
IBTAX2_AMT	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No

Audit Request Clarification Reject Refer Hold Cancel Save & Close Back Next

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

**Table 3-21 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 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 as Y or N.

- Click any component in the grid.

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

**Table 3-22 Party Details - Field Description**

Field	Description
<b>Party Details</b>	

Table 3-22 (Cont.) Party Details - Field Description

Field	Description
<b>Transfer Type</b>	Select the transfer type from the drop list: <ul style="list-style-type: none"> <li>• <b>Customer Transfer</b></li> <li>• <b>Bank Transfer for own account</b></li> <li>• <b>Direct Debit Advice</b></li> <li>• <b>Managers Check</b></li> <li>• <b>Customer Transfer with Cover</b></li> <li>• <b>Bank Transfer</b></li> </ul>
<b>Charge Details</b>	Select the charge details for the transactions: <ul style="list-style-type: none"> <li>• <b>Beneficiary All Charges</b></li> <li>• <b>Remitter Our Charges</b></li> <li>• <b>Remitter All Charges</b></li> </ul>
<b>Netting Indicator</b>	Select the netting indicator for the component: <ul style="list-style-type: none"> <li>• <b>Yes</b></li> <li>• <b>No</b></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.
<b>Receiver</b>	Click <b>Search</b> to search and select the receiver.
<b>Payment Details</b>	
<b>Sender to Receiver 1to 6</b>	Specify the sender to receiver message.
<b>Remittance Information</b>	
<b>Payment Detail 1 to 5</b>	Specify the payment details.

3. Click **Next**.

The task will move to next data segment.

Table 3-23 Settlement Details - Action Buttons - Field Description

Field	Description
<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

Table 3-23 (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
<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>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.
<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, 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>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>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>




### 3.3.7 Summary

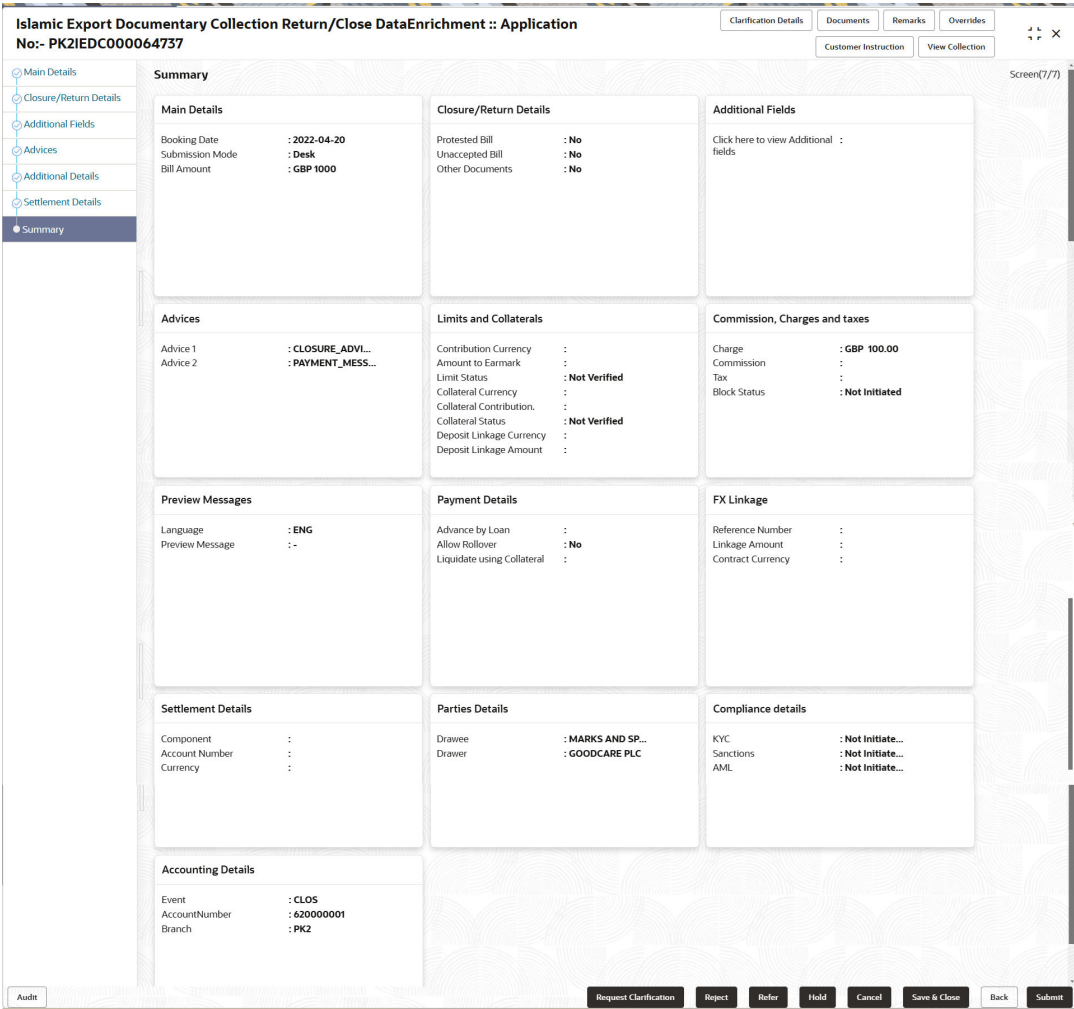
This topic provides the systematic instructions to view the summary of **Export Documentary Collection Return - Close - Islamic** request.

User can review the summary of details updated in Data Enrichment stage of Export Documentary Collection return - close - Islamic 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  on any tile to view the details.

**Figure 3-18 Summary**



**Islamic Export Documentary Collection Return/Close Data Enrichment :: Application**  
No:- PK2IEDC000064737

Summary

Main Details	Closure/Return Details	Additional Fields
Booking Date : 2022-04-20 Submission Mode : Desk Bill Amount : GBP 1000	Protested Bill : No Unaccepted Bill : No Other Documents : No	Click here to view Additional fields

Advices	Limits and Collaterals	Commission, Charges and taxes
Advice 1 : CLOSURE_ADVL... Advice 2 : PAYMENT_MESS...	Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	Charge : GBP 100.00 Commission : Tax : Block Status : Not Initiated

Preview Messages	Payment Details	FX Linkage
Language : ENG Preview Message : -	Advance by Loan : Allow Rollover : No Liquidate using Collateral :	Reference Number : Linkage Amount : Contract Currency :

Settlement Details	Parties Details	Compliance details
Component : Account Number : Currency :	Drawee : MARKS AND SP... Drawer : GOODCARE PLC	KYC : Not Initiate... Sanctions : Not Initiate... AML : Not Initiate...

Accounting Details
Event : CLOS AccountNumber : 6200000001 Branch : PK2

Buttons: Request Clarification, Reject, Refer, Hold, Cancel, Save & Close, Back, Submit

#### Tiles Displayed in Summary

- Main Details - User can view details about application details and Bill details.
- Closure/Return Details - User can view the return details.

- Additional Fields - User can view the details of the additional fields.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.
- Commission, Charges and taxes - User can view the commission, charges and taxes details.
- Preview Messages - 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 the settlement details.
- Parties Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view the compliance details.
- 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."

2. Click **Submit**.

The task will move to next logical stage.

**Table 3-24 Summary - Action Buttons - Field Description**

Field	Description
<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.

Table 3-24 (Cont.) Summary - Action Buttons - Field Description

Field	Description
<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>	Enables the user to view the latest collection values displayed in the respective fields.
<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>Submit</b>	<p>Task will move to next logical stage of Export Documentary Collection Return - Close.</p> <p>If mandatory fields have not been captured, system will display an error message highlighting that the mandatory fields have to be updated. In case of duplicate documents' system will terminate the process after handing off the details to back office.</p>

## 3.4 Exceptions

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

The Export Collection Return - Close request, 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.

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 Bock Exception

Oracle (DEFAULTTENITY) Oracle Banking Trade Finan... Jun 13, 2021 ZARTAB01 subham@gmail.com

Islamic Export Documentary Collection Return/Close Documents Remarks Overrides Customer Instruction View Collection

AmountBlock Exception Approval :: Application No:- PK2IEDC000017662

Amount Block Exception Summary

Amount Block Exception Details

Type	Contract Currency	Block Amount	Account	Branch	Account Currency	Block Ref No	Block Status	Block Status Details
Tax		100	PK20010440017	PK2	GBP		Failed	
Tax		100	PK20010440017	PK2	GBP		Failed	

Audit Reject Refer Hold Approve Back Next

This section will display the amount block exception details.

## Summary

Oracle Islamic Export Documentary Collection Return/Close  
Amount Block Exception Approval :: Application No: PK2IEDC000017662

Summary

Main Details	Closure/Return Details	Additional Fields	Advices
Booking Date : 2021-06-13 Submission Mode : Desk Bill Amount : GBP 1000	Protested Bill : No Unaccepted Bill : No Other Documents : No	Click here to view Additional fields	Advice 1 : CLOSURE_ADVIL... Advice 2 : PAYMENT_MESS...

Limits and Collaterals	Commission, Charges and taxes	Preview Messages	Payment Details
Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contr. : Collateral Status : Not Verified	Charge : Commission : Tax : GBP 200.00 Block Status : Failed	Language : ENG Preview Message : +	Advance by Loan : No Allow Rollover : No Liquidate using Collateral : No

FX Linkage	Settlement Details	Parties Details	Compliance details
Reference Number : Linkage Amount : Contract Currency :	Component : IBTAX2_AMT Account Number : PK2001044001... Currency : GBP	Drawee : CITIBANK Drawer : GOODCARE PLC	KYC : Not Initiate... Sanctions : Verified AML : Verified

Accounting Details

Event : CLOS
Account Number : 520000001
Branch : PK2

Reject Refer Hold Approve Back No

### Tiles Displayed in Summary:

- Main Details - User can view the application details and Collection details.
- Return Details - User can view the return details.
- Additional Fields - User can view the details of the additional fields.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.
- Commission, Charges and taxes - User can view the commission, charges and taxes details.
- Preview Messages - 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 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.
- 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."

1. Click **Approve**. to approve the export booking amount block exception check.

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

**Table 3-25 Amount Block Exception - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	Click the Documents button to View/Upload the required documents. Application will display the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window gets 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>	Click the Remarks button to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
<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 user to view the details of the collection.
<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 3-25 (Cont.) Amount Bock Exception - Action Buttons - Field Description**

Field	Description
<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.</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.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<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.  
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**

Tiles Displayed in Summary:

- Main Details - User can view the application details and Collection details.
- Return Details - User can view the return details.
- Additional Fields - User can view the details of the additional fields.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.
- Commission, Charges and taxes - User can view the commission, charges and taxes details.
- Preview Messages - 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 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.
- 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."

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

**Table 3-26 Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	Click the Documents button to View/Upload the required documents. Application will display the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Click the Remarks button to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
<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 user to view the details of the collection.



**Table 3-26 (Cont.) Exception - Know Your Customer (KYC) Summary - 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. User can refer the task back to the Data Enrichment user. User must select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes 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.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<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 - 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 the application details and Collection details.
- Return Details - User can view the return details.
- Additional Fields - User can view the details of the additional fields.
- Advices - User can view the advices.
- Limits and Collaterals - User can view the limits and collateral details.
- Commission, Charges and taxes - User can view the commission, charges and taxes details.
- Preview Messages - 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 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.
- 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."

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

**Table 3-27 Exception - Limit Check/Credit - Action Buttons – Field Description**

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

Table 3-27 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
Remarks	Click the Remarks button to provide any additional information. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer 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, 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>
View Collection	Enables user to view the details of the collection.
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. 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 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>
Hold	The details provided will be saved and status will be on hold.  This option is used, if there are any pending information yet to be received from applicant.
Approve	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
Back	Task moves to previous logical step.

## 3.5 Multi Level Approval

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

1. Log in into OBTFPM 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 OBTFM 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.:


- Bill Amount
- Bill Currency Code


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 3-19 Authorization Re-Key

## Approval Rekey

 View Signature

 Documents

 Remarks

Bill Amount

GBP ▼

£1,000.00

✓

Bill Currency Code

GBP ▼

✓

Refer

Close

Proceed

## Approval Summary

**Islamic Export Documentary Collection Return/Close Approval Task Level 1 ::**  
Application No:- PK2IEDC000064737

Documents Remarks Overrides  
Customer Instruction View Collection

<b>Main Details</b> Booking Date : 2022-04-20 Submission Mode : Desk Bill Amount : GBP 1000	<b>Closure/Return Details</b> Protested Bill : No Unaccepted Bill : No Other Documents : No	<b>Additional Fields</b> Click here to view Additional : fields
<b>Advices</b> Advice 1 : CLOSURE_ADV... Advice 2 : 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 : GBP 100.00 Commission : Tax : Block Status : Not Initiated
<b>Preview Messages</b> Language : ENG Preview Message : -	<b>Payment Details</b> Advance by Loan : Allow Rollover : No Liquidate using Collateral :	<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :
<b>Settlement Details</b> Component : Account Number : Currency :	<b>Parties Details</b> Drawer : GOODCARE PLC Drawee : MARKS AND SP...	<b>Compliance details</b> KYC : Not Initiate... Sanctions : Verified AML : Verified
<b>Accounting Details</b> Event : CLOS AccountNumber : 5200000001 Branch : PK2	<b>Exception(Approval)</b> Sanction : EXCEPTION PLEASE VISIT REMARKS FOR MORE DETAILS : -	

Audit

Reject Hold Refer Cancel Approve

## Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Close/Return Details - User can view the close/return 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.
- Commissions, Charges and Taxes - User can view the commissions, charges and taxes details.

- Preview Messages - 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, collecting bank etc.
- Compliance Details - User can view the 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."

- Exception (Approval) - User can view the exception (approval) details.

**1. Click Approve.**

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

**Table 3-28 Approval Summary - Action Buttons - Field Description**

Field	Description
<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>• 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>View Collection</b>	Enables user to view the details of the collection.

Table 3-28 (Cont.) Approval Summary - 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>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>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>Cancel</b>	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
<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>

- [Reject Approval](#)  
This topic helps you quickly get acquainted with the Reject Approval process.

### 3.5.1 Reject Approval

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

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

Log in into OBTFPM application to view the reject approval tasks for Export Documentary Collection Return - Close - Islamic available in queue. On opening the task, you will see summary tiles. The tiles will display a list of important fields with values.

The screen from which the reject was initiated can be seen highlighted in the tile view.



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

### Summary

The screen up to which data was captured before reject will be available for the user to view in the summary tile. Other fields will be blank when verified from summary tile.

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

- Main Details - User can view details about application details and document under collection.
- Main Details - User can view details about application details and document under collection.
- Party Details - User can view party details like applicant, Remitting Bank etc.
- Return Details - User can view return details.
- Payment Details - User can view payment details. Charges - User can view charge details.
- Settlement Details - User can view the settlement details.
- Preview Message- User can view the preview of the simulating message to the remitting bank.

1. Click **Reject Approve** to reject the transaction.

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

**Table 3-29 Action Buttons - Field Description**

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

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