

# Oracle Banking Trade Finance Process Management Cloud Service

## Export LC Closure User Guide



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# Contents

## Preface

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Purpose	i
Audience	i
Documentation Accessibility	i
Critical Patches	ii
Diversity and Inclusion	ii
Structure	ii
Conventions	ii
Related Documents	iii
Acronyms and Abbreviations	iii
Screenshot Disclaimer	iii
Symbols and Icons	iii
Basic Actions	v

## 1 Export LC Closure

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1.1	Common Initiation Stage	1
1.2	Registration	2
1.3	Data Enrichment	9
1.3.1	Main Details	12
1.3.2	Additional Fields	18
1.3.3	Advices	21
1.3.4	Additional Details	24
1.3.5	Settlement Details	37
1.3.6	Summary	41
1.4	Multi Level Approval	44
1.5	Handoff	48

## Index

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# 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](#)
- [Acronyms and Abbreviations](#)
- [Screenshot Disclaimer](#)
- [Symbols and Icons](#)
- [Basic Actions](#)

## Purpose

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

## Audience

This document is intended for the following audience:

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

## 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](#)

## 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.

## 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 make sure effective security, as strongly recommended by Oracle Software Security Assurance.

## 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.

## Structure

This manual is organized into the following chapters:

- Preface: Preface gives information on the intended audience, structure, and related documents for this User Manual.
- Chapters: The subsequent chapters provide an overview to the module.
- Screen Shot Disclaimer - The images of screens used in this user manual are for illustrative purpose only, to provide improved understanding of the functionality; information used in the interface or documents are dummy, it does not exist in real world, and its only for reference purpose.

## 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.

## 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

## Acronyms and Abbreviations

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

**Table 1 Acronyms and Abbreviations**

Abbreviation	Description
OBTFCPM	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

## 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.

## Symbols and Icons

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

**Table 2 Symbols and Icons - Common**




Symbol/Icon	Function
	Minimize
	Maximize
	Close

Table 2 (Cont.) Symbols and Icons - Common


















Symbol/Icon	Function
	Perform Search
	Open a list
	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

Table 2 (Cont.) Symbols and Icons - Common








Symbol/Icon	Function
	Reopen Option

Table 3 Symbols and Icons - Widget

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

## 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 4 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>
<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>	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

## Export LC Closure

This chapter is documented to get familiar with the Export LC Closure process of Oracle Banking Trade Finance Process Management Cloud Service.

Export LC Advised by the bank may be outstanding in the system past their Expiry Date and the outstanding LC can be closed either automatically on a pre-determined schedule or manually.

In the following sections, let's look at the details for Export LC closure process.

This topic contains following subtopics:

- [Common Initiation Stage](#)  
This topic provides the systematic instructions to initiate the **Export LC Closure** request.
- [Registration](#)  
This topic provides the systematic instructions to initiate the Registration stage of **Export LC Closure** request.
- [Data Enrichment](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Closure request.
- [Multi Level Approval](#)  
This topic helps you quickly get acquainted with the Multi Level Approval process.
- [Handoff](#)  
This chapter is documented to get familiar with the Handoff stage of Export LC Closure process.

### 1.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the **Export LC Closure** 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 1-1 Initiate Task

- 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 1-1 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 1-2 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.

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

## 1.2 Registration

This topic provides the systematic instructions to initiate the Registration stage of **Export LC Closure** request.

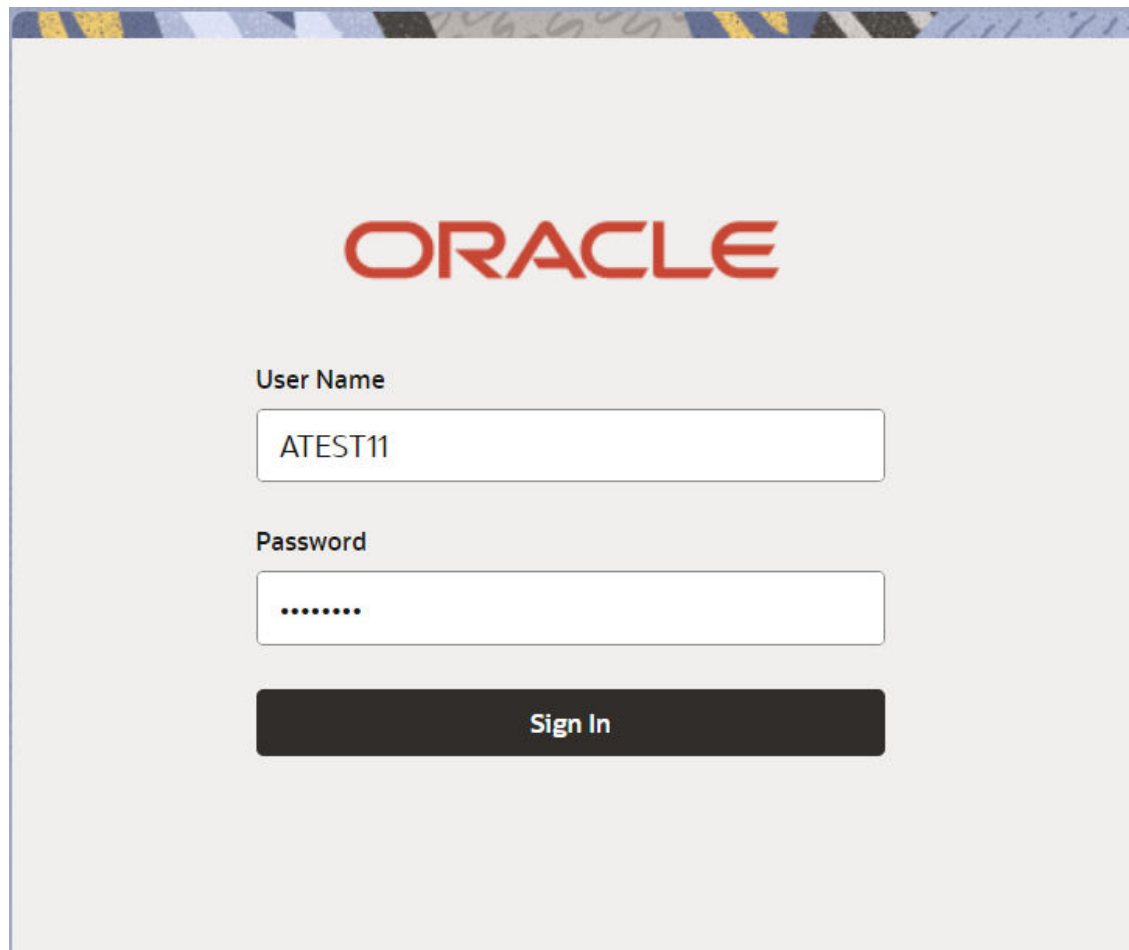
User can register request for Export LC closure in the Registration stage. During Registration stage, user can capture the basic details of the application and upload the related documents of the applicant. On submit of the request, the request will be available for an LC expert to handle the request in the next stage. The OBTFPMCS user can process MT798 with sub messages MT726-MT759 message received through SWIFT. The OBTFPMCS verifies the

field 21 and 26E ( of the MT759 and identifies the Original Contract Reference Number and Amendment Number and invokes the process. The user can cancel the previously received MT798 referenced message which is under process.

The OBTFPMCS user can process incoming MT798(up to a maximum of 8 messages) with sub messages MT788-MT799 message received through SWIFT and enables the user to cancel the previously received MT798 referenced message which is under process.

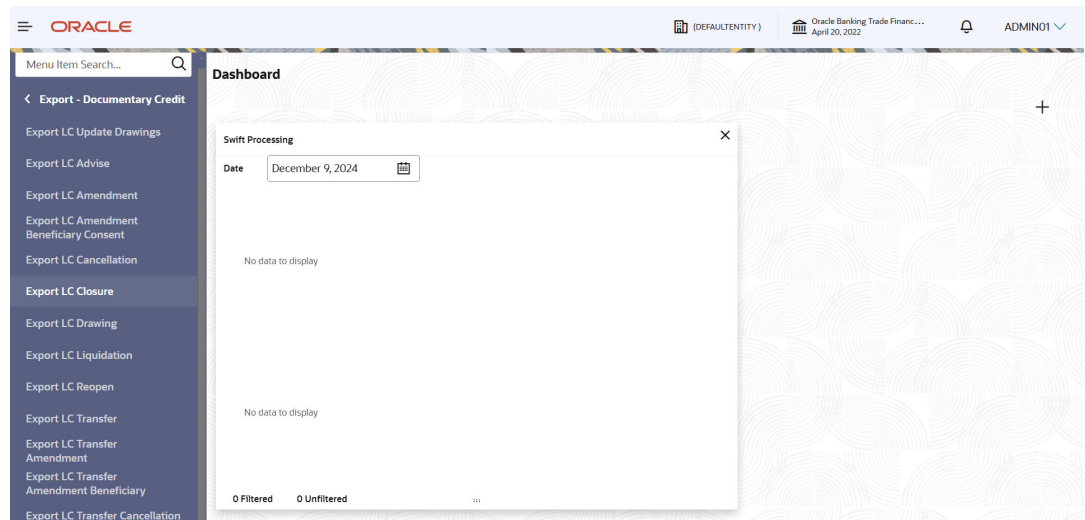
Specify **User ID** and **Password**, and login to **Home** screen.

**Figure 1-2 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 seven dots. Below these fields is a dark gray button with the text "Sign In" in white.

1. On **Home** screen, click **Trade Finance**. Under **Trade Finance**, click **Export Documentary Credit**.
2. Under **Export Documentary Credit**, click **Export LC Closure**.

**Figure 1-3 Export LC Closure**



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

**Figure 1-4 Export LC Closure - Registration - Application Details**

- On **Export LC Closure - 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 1-3 Export LC Closure - Registration - Application Details - Field Description**

Field	Description
<b>Advising Bank Reference</b>	<p>Click <b>Search</b> to search and select the advising bank reference number from the look-up. Alternatively, specify the advising bank reference number of the LC to be closed.</p> <p>In the look-up search, user can specify the Advising Bank Ref, Customer Id, Currency, Amount, User Reference, and Issuing Bank Reference to fetch the Export LC details. System displays all the Export LC's outstanding against the given Applicant-beneficiary combination which are active and not closed.</p>
<b>Beneficiary ID</b>	<p>Read only field.</p> <p>Beneficiary ID is auto-populated from the value available in LC.</p>
<b>Beneficiary Name</b>	<p>Read only field.</p> <p>Beneficiary name will be auto-populated from the value available in LC.</p>
<b>Branch</b>	<p>Read only field.</p> <p>Branch details will be auto-populated based on the Export LC details.</p>
<b>Process Reference Number</b>	<p>Unique sequence number for the transaction.</p> <p>This is auto generated by the system based on process name and branch code.</p>
<b>Priority</b>	<p>System populates the priority of the customer based on priority maintenance, also enables the user to change the priority as per the requirement.</p> <p>Set the priority of the Export LC Closure request as Low/Medium/High. If priority is not maintained for a customer, 'Medium' priority will be defaulted.</p>

**Table 1-3 (Cont.) Export LC Closure - Registration - Application Details - Field Description**

Field	Description
<b>Submission Mode</b>	<p>System populates the submission mode of Export LC Closure request.</p> <p>By default the submission mode will have the value as 'Desk', for the transactions created via registration. User can change the defaulted priority.</p> <p>The submission mode are:</p> <ul style="list-style-type: none"> <li>• <b>Courier</b> - Request received through Courier</li> <li>• <b>Desk</b> - Request received through Desk</li> <li>• <b>Email</b> - Request received through Email</li> <li>• <b>Fax</b> - Request received through Fax</li> </ul>
<b>Transaction Date</b>	<p>By default, the application will display branch's current date.</p> <p>User cannot change the date to a back date or a future date. System should change the date to branch date as on approval if the task is approved on a date later than the registration date.</p>
<b>User Reference Number</b>	<p>Read only field.</p> <p>User reference number will be auto-populated by the system based on selected Export LC.</p>
<b>Issuing Bank</b>	<p>Read only field.</p> <p>Issuing Bank details is auto-populated based on the value available in Export LC.</p>

**LC Details**

Registration user can view the latest LC values defaulted in the respective fields in the LC Details section. All the fields in this section are read only.

The screenshot displays the 'LC Details' form with the following fields and values:

- LC Type:** Sight
- Advising Bank:** 001185 RBS PLC
- Product Code:** ELAT
- Product Description:** Export LC - advising ATB
- 40A - Form of Documentary Credit:** IRREVOCABLE
- Form of Documentary Credit Details:** (Empty field)
- 20 - Documentary Credit Number:** 1000000000
- Contract Reference Number:** PK2ELAT221106501
- 30 - Date of Issue:** April 20, 2022
- 40C - Applicable Rules:** UCPURR LATEST VERSION
- 31D - Date of Expiry:** December 28, 2022
- 31D - Place of Expiry:** LONDON
- 51A - Applicant Bank:** 001186 CITIBANK N
- 50 - Applicant:** 001043 MARKS ANI
- 32B - Currency Code, Amount:** GBP £200.00
- Amount In Local Currency:** GBP £200.00
- 39A - Percentage Credit Amount Tolerance:** (Empty field)
- Limits Required:** (Empty field)
- 39C - Additional Amount Covered:** (Empty field)
- Sender's Reference:** (Empty field)
- Auto Close:** (Toggle switch)
- Closure Date:** December 28, 2022

Buttons at the bottom right: Hold, Cancel, Save & Close, Submit.



4. On **Export LC Closure - LC 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 1-4 Export LC Closure - Registration - LC Details - Field Description**

Field	Description
<b>LC Type</b>	Read only field. LC type is auto-populated based on the latest LC details.
<b>Advising Bank</b>	Read only field. This field displays the advising bank details of the selected Export LC.
<b>Product Code</b>	Read only field. This field displays the product code used during issuance.
<b>Product Description</b>	Read only field. This field displays the description of the product as per the product code displayed as in export LC advice.
<b>40A - Form of Documentary Credit</b>	Read only field. This field displays the form of documentary credit details available in Export LC.
<b>Form of Documentary Credit Details</b>	Read only field. This field displays the form of documentary credit details, if confirmation details are received from advising bank.
<b>20 - Documentary Credit Number</b>	Read only field. This field displays the documentary credit number as available in export LC.
<b>Contract Reference Number</b>	Read only field. This field displays the 'Reference number' provided by the beneficiary bank. The unique Customer Reference Number which will be the User Reference Number in LC.
<b>Date of Issue</b>	Read only field. This field displays the LC issuance date.
<b>Applicable Rules</b>	Read only field. This field displays the rules of the selected export LC as per the latest LC details.



**Table 1-4 (Cont.) Export LC Closure - Registration - LC Details - Field Description**

Field	Description
<b>Date of Expiry</b>	Read only field. This field displays the expiry date as per the latest LC details.  The Export LC should be allowed to be closed only if the LC is expired.
<b>Place of Expiry</b>	Read only field. This field displays the place of expiry as per the latest LC details.
<b>Applicant Bank</b>	Read only field. This field displays the applicant bank details as per the latest LC details.
<b>Applicant</b>	Read only field. This field displays the details of the applicant as per the latest LC details.
<b>Currency Code, Amount</b>	Read only field. This field displays the details of the currency code and LC amount as per the latest LC details.
<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>Percentage Credit Amount Tolerance</b>	Read only field.  This field displays the details of the percentage credit amount tolerance as per the latest LC details.
<b>Limits Required</b>	Read only field.  Limits Required (Y/N) will be auto-populated as per the latest LC details.
<b>Additional Amount Covered</b>	Read only field.  This field displays the details of the additional amount covered as per the latest LC details.
<b>Sender's Reference</b>	Read only field.  This field displays the sender's reference value as in underlying LC.
<b>Auto Close</b>	Read only field.  System default the value from the previous versions of the contracts.
<b>Closure Date</b>	Read only field. System default the value of closure date from the previous versions of the contracts.

**5. Click Submit.**

The task will move to next logical stage of Export LC Closure.

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

**Table 1-5 Export LC Closure - Registration - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	Upload the documents received under the Export LC Closure.
<b>Remarks</b>	Specify any additional information regarding the Export LC Closure. This information can be viewed by other users handling the request.
<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>Common Group Message</b>	Click Common Group Message button, to send MT799 and MT999 messages from within the task.
<b>View LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>View LC Events</b>	Click to view the LC events.
<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 LC Closure 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 LC Closure. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
<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.

## 1.3 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of Export LC Closure request.

On successful completion of Registration of an Export LC Closure request, the task moves to Data Enrichment stage. At this stage the gathered information during Registration are scrutinized.

As a part of Data Enrichment, the user can review and input/enrich Export LC closure request. The user can also verify the basic details of closure request and can verify if the request can be progressed further. The transaction will have the details entered during the registration stage.

**Note**

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

Do the following steps to acquire a task which completed the registration and currently at Data enrichment stage.

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

1. On **Home** screen, click, **Task**.
2. Under **Task**, click **Free Task**.

**Figure 1-5 Free Task**

Acquire and Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Medium	Export LC Closure	PK2ELCC000064416	PK2ELCC000064416	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Export LC Cancellation	PK2ELCC000064408	PK2ELCC000064408	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Export LC Cancellation	PK2ELCC000064407	PK2ELCC000064407	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Guarantee Issuance	PK2GTEI000064410	PK2GTEI000064410	Scrutiny	22-04-20
<input type="checkbox"/>	Medium	Export Documentary ...	PK2EDCB000064409	PK2EDCB000064409	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Guarantee Issuance	PK2GTEI000064405	PK2GTEI000064405	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Export LC Liquidation	PK2ELCL000062427	PK2ELCL000062427	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Guarantee Issuance	PK2GTEI000064403	PK2GTEI000064403	Scrutiny	22-04-20
<input type="checkbox"/>	Medium	Export LC Drawing Up...	PK2ELCU000062426	PK2ELCU000062426	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Export LC Drawing Up...	PK2ELCU000061786	PK2ELCU000061786	Approval Task Level 1	22-04-20
<input type="checkbox"/>	High	Import LC Issuance	PK2ILCI000064381	PK2ILCI000064381	Sanction Check Exceptiona...	21-05-05
<input type="checkbox"/>	Medium	Export LC Amendment	PK2ELCA000064156	PK2ELCA000064156	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Export LC Advise	PK2ELCA000064361	PK2ELCA000064361	Scrutiny	22-04-20

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

**Figure 1-6 My Task**

Menu Item Search...	My Tasks	Refresh	Release	Escalate	Delegate	Flow Diagram					
	Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date				
<input checked="" type="checkbox"/>	Edit	Medium	Export LC Closure	PK2ELCC000064416	PK2ELCC000064416	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Export LC Amendment...	PK2IEAM000002212	PK2IEAM000002212	Approval Task Level 1	22-04-20				
<input type="checkbox"/>	Edit	Medium	Export LC Amendment...	PK2ELCA000004292	PK2ELCA000004292	Approval Task Level 1	22-04-20				
<input type="checkbox"/>	Edit	Medium	Export LC Drawing	PK2ELCD000064074	PK2ELCD000064074	Approval Task Level 1	22-04-20				
<input type="checkbox"/>	Edit	Medium	Islamic Export LC Tran...	PK2IETB000064347	PK2IETB000064347	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Import LC Issuance Isl...	PK2IILI000064343	PK2IILI000064343	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Import Documentary ...	PK2IDCU000053538	PK2IDCU000053538	Approval Task Level 1	22-04-20				
<input type="checkbox"/>	Edit	Medium	Import Documentary ...	PK2IDCB000064147	PK2IDCB000064147	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Islamic Export LC Tran...	PK2IELT000064089	PK2IELT000064089	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Islamic Export LC Tran...	PK2IELT000064052	PK2IELT000064052	DataEnrichment	22-04-20				
<input type="checkbox"/>	Edit	Medium	Islamic Drawings Und...	PK2IDRT000064036	PK2IDRT000064036	Scrutiny	22-04-20				
<input type="checkbox"/>	Edit	Medium	Islamic Drawings Und...	PK2IDRT000064033	PK2IDRT000064033	Registration	22-04-20				
<input type="checkbox"/>	Edit	Medium	Islamic Drawings Und...	PK2IDRT000064030	PK2IDRT000064030	Registration	22-04-20				

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

- [Main Details](#)
- [Additional Fields](#)
- [Advices](#)
- [Additional Details](#)
- [Settlement Details](#)
- [Summary](#)

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

- [Main Details](#)  
This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Export LC Closure request.
- [Additional Fields](#)  
This topic provides the systematic instructions to capture the additional fields.
- [Advices](#)  
This topic provides the systematic instructions to capture the advices details of Export LC Closure process.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details in Scrutiny stage of Export LC Closure process.
- [Settlement Details](#)  
This topic provides the systematic instructions to capture the settlement details of Export LC Closure request.
- [Summary](#)  
This topic provides the systematic instructions to view the summary details in Scrutiny stage of Export LC Closure request.

## 1.3.1 Main Details

This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Export LC Closure request.

Main details section has two sub section as follows:

- Application Details
- LC Details.

### Application Details

All fields displayed under Application Details section, would be read only except for the 'Priority'.

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

**Figure 1-7 Main Details**

**Export LC Closure DataEnrichment :: Application No:- PK2ELCC000064416**

**Main Details**

**Application Details**

Advising Bank Reference: PK2ELAT221106501

Beneficiary ID: 001044

59A - Beneficiary Name: GOODCARE PLC

Branch: PK2-Oracle Banking Trade Fina

Process Reference Number: PK2ELCC000064416

Priority: Medium

Submission Mode: Desk

Transaction Date: April 20, 2022

User Reference Number: PK2ELAT221106501

Issuing Bank: 001041 WELLS FAR

50B Non Bank Issuer:

**LC Details**

LC Type: Sight

Advising Bank: 001185 RBS PLC

Product Code: ELAT

Product Description: Export LC - advising ATB

40A - Form of Documentary Credit: IRREVOCABLE

Form of Documentary Credit Details:

20 - Documentary Credit Number: 1000000000

Contract Reference Number: PK2ELAT221106501

30 - Date of Issue: April 20, 2022

40C - Applicable Rules: UCPURR LATEST VERSION

31D - Date of Expiry: December 28, 2022

31D - Place of Expiry: LONDON

51A - Applicant Bank: 001186 CITIBANK N

50 - Applicant: 001043 MARKS ANI

32B - Currency Code, Amount: GBP £200.00

Amount in Local Currency: GBP £200.00

39A - Percentage Credit Amount Tolerance: /

Limits Required: ☐

39C - Additional Amount Covered:

Sender's Reference:

Auto Close: ☐

Closure Date: December 28, 2022

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

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

**Table 1-6 Export LC Closure - Main Details - Application Details - Field Description**

Field	Description
<b>Advising Bank Reference</b>	Read only field. The value is auto-populated from the Registration stage.
<b>Beneficiary ID</b>	Read only field. Beneficiary ID is auto-populated from the value available in LC.
<b>Beneficiary Name</b>	Read only field. Beneficiary name will be auto-populated from the value available in LC.
<b>Branch</b>	Read only field. Branch details will be auto-populated based on the selected Export LC.
<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>Priority</b>	System populates the priority of the customer based on priority maintenance, also enables the user to change the priority as per the requirement.  Set the priority of the Export LC Closure request as Low/Medium/High. If priority is not maintained for a customer, 'Medium' priority will be defaulted.
<b>Submission Mode</b>	Read only field. System populates the submission mode of Export LC Closure request. By default the submission mode will have the value as 'Desk'.
<b>Closure Date</b>	By default, the application will display branch's current date.
<b>User Reference Number</b>	Read only field. User reference number will be auto-populated by the system based on selected Export LC.
<b>Issuing Bank</b>	Read only field. This field displays the issuing bank as available in LC.

**LC Details**

The fields listed under this section are same as the fields listed under the **LC Details** section in **Registration** stage. All fields displayed under LC Details section, would be read only.

**Figure 1-8 LC Details**

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

**Table 1-7 Export LC Closure - LC Details - Field Description**

Field	Description
<b>LC Type</b>	Read only field. LC type is auto-populated based on the latest LC details.
<b>Advising Bank</b>	Read only field. This field displays the advising bank details of the selected Export LC.
<b>Product Code</b>	Read only field. This field displays the product code used during issuance.
<b>Product Description</b>	Read only field. This field displays the description of the product as per the product code displayed as in export LC advice.
<b>40A - Form of Documentary Credit</b>	Read only field. This field displays the form of documentary credit details available in Export LC.
<b>Form of Documentary Credit Details</b>	Read only field. This field displays the form of documentary credit details, if confirmation details are received from advising bank.
<b>20 - Documentary Credit Number</b>	Read only field. This field displays the documentary credit number as available in export LC.



Table 1-7 (Cont.) Export LC Closure - LC Details - Field Description

Field	Description
<b>Contract Reference Number</b>	Read only field. This field displays the 'Reference number' provided by the beneficiary bank. The unique Customer Reference Number which will be the User Reference Number in LC.
<b>Date of Issue</b>	Read only field. This field displays the LC issuance date.
<b>Applicable Rules</b>	Read only field. This field displays the rules of the selected export LC as per the latest LC details.
<b>Date of Expiry</b>	Read only field. This field displays the expiry date as per the latest LC details.  The Export LC should be allowed to be closed only if the LC is expired.
<b>Place of Expiry</b>	Read only field. This field displays the place of expiry as per the latest LC details.
<b>Applicant Bank</b>	Read only field. This field displays the applicant bank details as per the latest LC details.
<b>Applicant</b>	Read only field. This field displays the details of the applicant as per the latest LC details.
<b>Currency Code, Amount</b>	Read only field. This field displays the details of the currency code and LC amount as per the latest LC details.
<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>Percentage Credit Amount Tolerance</b>	Read only field.  This field displays the details of the percentage credit amount tolerance as per the latest LC details.
<b>Limits Required</b>	Read only field.  Limits Required (Y/N) will be auto-populated as per the latest LC details.
<b>Additional Amount Covered</b>	Read only field.  This field displays the details of the additional amount covered as per the latest LC details.
<b>Sender's Reference</b>	Read only field.  This field displays the sender's reference value as in underlying LC.



**Table 1-7 (Cont.) Export LC Closure - LC Details - Field Description**

Field	Description
<b>Auto Close</b>	Read only field.  System default the value from the previous versions of the contracts.
<b>Closure Date</b>	Read only field. System default the value of closure date from the previous versions of the contracts.

**Task Audit Trail Details**

Application No.  Branch Code  Initiated Date  Initiated By

Process Name

S.No	Stage Name	Pickup Time	Completed Time	Completed By	Outcome
1	Registration	Thu, 11 Jul 2024 08:01:31 GMT	Thu, 11 Jul 2024 08:02:39 GMT	ATEST11	PROCEED

Close

This button provides information about user initiated the transaction, initiated date, stage wise detail etc.

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

**Table 1-8 Audit - Field Description**

Field	Description
<b>Application No.</b>	This field displays the application number of the process.
<b>Branch Code</b>	This field displays the branch code.
<b>Initiated Date</b>	This field displays the date on which process is initiated.
<b>Initiated By</b>	This field displays the user ID of the user who had initiated the process.
<b>Process Name</b>	This field displays the name of the process which is initiated.
<b>S. No</b>	This field displays the serial number of the audit record.
<b>Stage Name</b>	This field displays the current stage of the process.
<b>Completed Time</b>	This field displays the time on which the audit of the current stage is completed.
<b>Completed By</b>	This field displays the user ID of the user who had completed the audit.
<b>Outcome</b>	This field displays the outcome of the audit.

- Click **Next**.

The task will move to next data segment.

Table 1-9 Main Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.
<b>Documents</b>	<p>Upload the required documents.</p> <p>Application displays mandatory documents to be uploaded for export LC Closure. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>
<b>Remarks</b>	Specify any additional information regarding the Export LC Closure. This information can be viewed by other users handling the request.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following.</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>
<b>View LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>View LC Events</b>	Click to view the LC events.
<b>Request Clarification</b>	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.

**Table 1-9 (Cont.) Main 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. This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Cancel</b>	<p>Cancels the Export LC Closure task. Details entered will not be saved and the task will be removed</p>
<b>Save &amp; Close</b>	<p>Save the information provided and holds the task in 'My Task' queue for working later.</p> <p>This option will not submit the request.</p>
<b>Next</b>	<p>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.</p>
<b>Checklist</b>	<p>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.</p>

## 1.3.2 Additional Fields

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

Any user defined fields mapped as per bank's requirement can be viewed in this section.

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

**Figure 1-9 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 1-10 Additional Fields - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.
<b>Documents</b>	<p>Upload the required documents. Application displays mandatory documents to be uploaded for export LC Closure. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>
<b>Remarks</b>	<p>Specify any additional information regarding the Export LC Closure. This information can be viewed by other users handling the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following.</p> <ul style="list-style-type: none"> <li><b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li><b>Transaction Level Instructions</b> – In this section, 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>

Table 1-10 (Cont.) Additional Fields - Action Buttons - Field Description

Field	Description
<b>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>
<b>View LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>View LC Events</b>	Click to view the LC events.
<b>Request Clarification</b>	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.
<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, task moves to previous logical step.


**Table 1-10 (Cont.) Additional Fields - Action Buttons - Field Description**

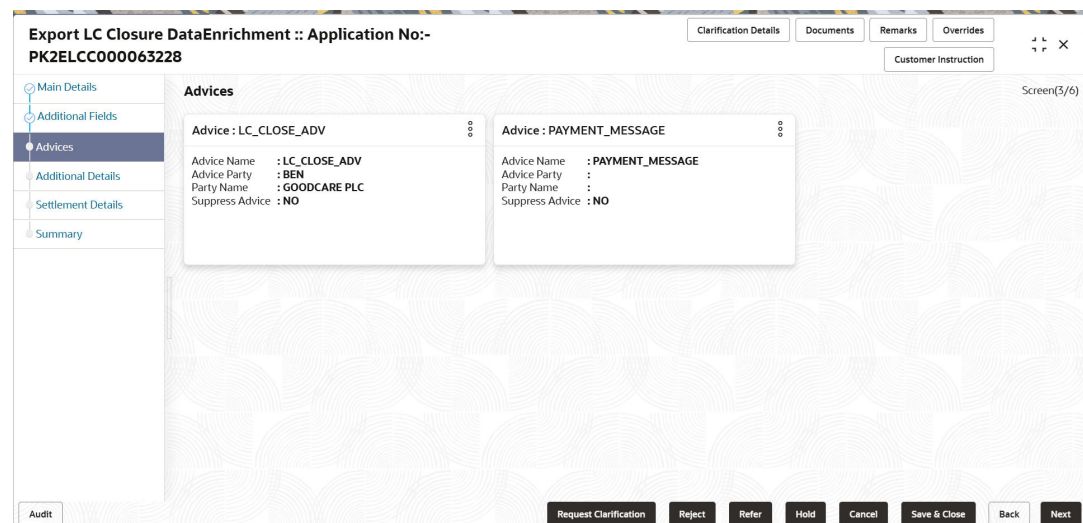
Field	Description
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 1.3.3 Advices

This topic provides the systematic instructions to capture the advices details of Export LC Closure process.

This section defaults the advices maintained for the product/event simulated from the advices maintained at the product level. The user can also suppress the Advice, if required

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

**Figure 1-10 Advices**


Export LC Closure DataEnrichment :: Application No:- PK2ELCC000063228

Clarification Details Documents Remarks Overrides Customer Instruction Screen(5/6)

**Advices**

Advice : LC\_CLOSE\_ADV

Advice Name : LC\_CLOSE\_ADV  
Advice Party : BEN  
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 LC\_AMND\_INSTR Medium ▼ Advice Party ABK

Party ID 001204 Party Name ABC BANK

▼ FFT Code

FFT Code	FFT Description	Action
FREEVP	TESTING FFT	

▼ Instructions

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

OK Cancel

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

**Table 1-11 Advice Details**

Field	Description
<b>Suppress Advice</b>	Enable this option to suppress the advice. Disable this option if suppress advice is not required.
<b>Advice Name</b>	Displays the advice name.
<b>Medium</b>	Displays the medium of advices is defaulted from the system.
<b>Advice Party</b>	Displays the advice party is defaulted from the system.
<b>Party ID</b>	Displays the party Id defaulted from system.
<b>Party Name</b>	Displays the defaulted from Guarantee.
<b>FTT Code</b>	Click <b>+</b> to add multiple <b>FTT Code</b> .
<b>FTT Code</b>	Click <b>Search</b> to search and select the FTT Code.
<b>FTT Description</b>	FTT description is populated based on the FTT code selected. User can edit the FTT description.
<b>Action</b>	Click delete icon to remove any existing FTT code.  Click edit icon to edit the existing FTT code.
<b>Instructions</b>	Click <b>+</b> to add multiple <b>Instruction Code</b> .
<b>Instruction Code</b>	Click <b>Search</b> to search and select the instruction Code.
<b>Instruction Description</b>	Instruction description is populated based on the instruction code selected. User can edit the instruction description.

**Table 1-11 (Cont.) Advice Details**

Field	Description
<b>Action</b>	Click delete icon to remove any existing instruction code.  Click edit icon to edit the existing 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 1-12 Advices - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.
<b>Documents</b>	Upload the required documents. Application displays mandatory documents to be uploaded for export LC Closure. Place holders are also available to upload additional documents submitted by the applicant. 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 Export LC Closure. This information can be viewed by other users handling 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>Signatures</b>	Click the Signature button to verify the signature of the customer/ bank if required.  The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.  If more than one signature is required, system should display all the signatures.
<b>View LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>View LC Events</b>	Click to view the LC events.




**Table 1-12 (Cont.) Advices - Action Buttons - Field Description**

Field	Description
<b>Request Clarification</b>	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.
<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, task moves to previous logical step.
<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.

## 1.3.4 Additional Details

This topic provides the systematic instructions to capture the additional details in Scrutiny stage of Export LC Closure process.

In the Additional details section, user can update and verify the additional details Data Segment of Export LC Closure request.

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

**Figure 1-11 Additional Details**

Export LC Closure DataEnrichment :: Application No:-  
PK2ELCC000063228

Clarification DetailsDocumentsRemarksOverrides

Customer Instruction

Screen(4/6)

Main DetailsAdditional FieldsAdvicesAdditional DetailsSettlement DetailsSummary

Additional Details

Limits and Collaterals

Commission,Charges and Taxes

Preview Message

Linked Loan Details

FX Linkage

Audit

Request ClarificationRejectReferHoldCancelSave & CloseBackNext

Limits and Collaterals

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

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

Limits and Collaterals

Limit Details

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

Cash Collateral Details

Collateral Percentage

Collateral Currency and amount

Exchange Rate

Sequence Number	Settlement Account...	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount In Account Currency	Account Balance Check Response	Response Message	View
1	USD	PK20010430013		100	0		NA	verify/Block not required	1

Deposit Linkage Details

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

Save & CloseCancel

Figure 1-12 Limit Details

Limit Details

Customer Id

001044

Contribution %

100.0

Contribution Currency

USD

Limit/Liability Currency

USD

Limit Check Response

Expiry Date

Response Message

Linkage Type

Facility

Liability Number

001044

Line Id/Linkage Ref No

001044\_US

Limits Description

Amount to Earmark

\$4,840.00

Limit Available Amount

\$0.00

ELCM Reference Number

Save & Close

Close

Figure 1-13 Collateral Details

Collateral Details	
Total Collateral Amount	Collateral Amount to be Collected
<input type="text" value="\$1,000.00"/>	<input type="text"/>
Sequence Number	Collateral Split %
<input type="text" value="1.0"/>	<input type="text" value="100.0"/>
Collateral Contribution Amount	Settlement Account
<input type="text" value="\$0.00"/>	<input type="text" value="PK20010430013"/>
Settlement Account Currency	Exchange Rate
<input type="text" value="USD"/>	<input type="text" value="1.0"/>
Contribution Amount in Account Currency	Account Available Amount
<input type="text"/>	<input type="text"/>
Response	Response Message
<input type="text" value="NA"/>	<input type="text" value="verify/Block not required"/>

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

**Table 1-13 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 1-13 (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>This field defaults the amount to earmark.</p> <p>Contribution amount 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 1-13 (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>	
<b>Collateral Percentage</b>	System populates the Collateral % maintained in the Customer / Product for the counter party of the contract. User can modify the collateral percentage.
<b>Collateral Currency and amount</b>	System populates the contract currency as collateral currency by default. User can modify the collateral Currency and amount.
<b>Exchange Rate</b>	System populates the exchange rate maintained. User can modify the collateral Currency and amount. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.
<b>Edit</b>	Click edit link to edit the collateral details.
<b>Collateral Details</b> pop-up screen	Click <b>+</b> plus icon to add new collateral details. 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.

Table 1-13 (Cont.) Limit Details - Field Description

Field	Description
<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.
<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>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>	In this section which the deposit linkage details is captured. System should allow 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>Edit</b>	Click edit link to edit the 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>	Click <b>Search</b> to search and select the customer ID from the look-up.

Table 1-13 (Cont.) Limit Details - Field Description

Field	Description
<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 LOV search. User should be able to select the deposit for linkage.
<b>Deposit Branch</b>	This field displays the deposit branch which will be auto-populated based on the deposit account selection.
<b>Deposit Available Amount</b>	This field displays the deposit available amount and currency which will be auto-populated based on the deposit account selection.
<b>Deposit Maturity Date</b>	This field displays the maturity date of deposit based on the deposit account selection.
<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.
Below fields appear in the <b>Deposit Details</b> grid along with the above fields.	
<b>Deposit Currency</b>	This field displays the deposit currency.
<b>Transaction Currency</b>	This field displays the transaction currency.

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

### Commission, Charges and Taxes

This section displays Commission, Charges and Taxes details. On landing the additional tab, charges and tax if any will get defaulted from back end simulation. If default charges are available under the product, they should be defaulted here with values. If customer or customer group specific charges are maintained, then the same will be defaulted from back end system.



**Commission, Charges and Taxes**

Recalculate Re-default

▼ Commission Details

Component	Rate	Mod. Rate	Currency	Amount	Modified	Defer	Waive	Charge Party	Settl. Account	Amendable
No data to display.										
Page 1 (0 of 0 items)  < < 1 > >										

▼ Charge Details

Component	Tag currency	Tag Amount	Currency	Amount	Modified	Billing	Defer	Waive	Charge Party	Settlement Account
No data to display.										
Page 1 (0 of 0 items)  < < 1 > >										

▼ Tax Details

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

Save & Close Cancel

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

**Table 1-14 Charge Details - Field Description**

Field	Description
<b>Commission Details</b>	This section displays the <b>Commission Details</b> .
<b>Component</b>	This field displays the commission component.
<b>Rate</b>	<p>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.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>
<b>Modified Rate</b>	From the default value, if the rate is changed the value gets updated in this field.
<b>Currency</b>	This field displays the currency in which the commission have to be collected.
<b>Amount</b>	<p>This field displays the amount that is maintained under the product code.</p> <p>The commission rate, if available in Back Office defaults in OBTFPMCS. The user is able to change the rate, but not the commission amount directly. The amount gets modified based on the rate changed and the new amount is calculated in back office based on the new rate and is populated in OBTFPMCS.</p> <p>If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.</p>
<b>Modified Amount</b>	From the default value, if the amount is changed, the value gets updated in the modified amount field.
<b>Defer</b>	If enabled, charges/commissions has to be deferred and collected at any future step.
<b>Waive</b>	<p>Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.</p> <p>If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.</p>

Table 1-14 (Cont.) Charge Details - Field Description

Field	Description
<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>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.
<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>	Select 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.

**Table 1-14 (Cont.) Charge Details - Field Description**

Field	Description
<b>Currency</b>	This field displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
<b>Amount</b>	This field displays the tax amount based on the percentage of commission maintained. You can edit the tax amount, if applicable.
<b>Billing</b>	If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. This field is disabled, if 'Defer' toggle is enabled.
<b>Defer</b>	If taxes have to be deferred and collected at any future step, this option has to be enabled. The user can enable/disable the option the check box. On de-selection the user has to click on 'Recalculate' charges button for re-simulation.
<b>Settlement Account</b>	System defaults the settlement account. The user can modify the settlement account.

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

#### Linked Loan Details

This user can view the details of linked loan accounts.

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

**Table 1-15 Linked Loan Details**

Field	Description
<b>Drawing Reference Number</b>	Displays the drawing reference number.
<b>Drawing Currency</b>	Displays the drawing currency.
<b>Drawing Amount</b>	Displays the drawing amount.
<b>Loan Account</b>	Displays the details of the linked loan account.
<b>Loan Currency</b>	Displays the loan Currency of the linked loan account.
<b>Loan Amount</b>	Displays the loan amount of the linked loan account.

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

#### Preview Messages

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

**Preview Messages**

▼ **Preview - SWIFT Message**

Language: English  
Message Type:   
Message Status:   
Repair Reason:

▼ **Preview - Mail Advice**

Language: English  
Advice Type: AMD\_EXP\_CR  
Message Status: GENERATED  
Repair Reason:

**Preview Message**

20-APR-22 PAGE:1  
PK2WALKIN1  
CHENNAI  
CHENNAI  
CHENNAI  
CHENNAI  
PAGE:1  
OUR REFERENCE : TRFU22100023509  
AMENDMENT NO : 2  
RECEIVER'S REFERENCE :  
ISSUING BANK : WELLS FARGO LA  
WFBUS65  
APPLICANT : MARKS AND SPENCER  
MARGUS25XXX

Save & Close Cancel

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

**Table 1-16 Preview Messages - Field Description**

Field	Description
<b>Preview SWIFT Message</b>	This section displays the <b>Preview SWIFT Message</b> details.
<b>Language</b>	Read only field. English is set as default language for the preview.
<b>Message Type</b>	Select the message type from the drop down. User can choose to see preview of different message like MT 700, MT 740 and MT 701.
<b>Message Status</b>	Read only field. This field displays the message status of draft message of liquidation details.
<b>Repair Reason</b>	Read only field. This field displays 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>	This section displays the <b>Preview Mail Device</b> details.
<b>Language</b>	Read only field. English is set as default language for the preview.
<b>Advice Type</b>	Select the advice type.
<b>Message Status</b>	Read only field. This field displays the message status of draft message of liquidation details.
<b>Repair Reason</b>	Read only field. This field displays the message repair reason of draft message of liquidation details.
<b>Preview Message</b>	This field displays a preview of the advice.

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

The task will move to next data segment.

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

Table 1-17 Additional Details - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.
<b>Documents</b>	<p>Upload the required documents.</p> <p>Application displays mandatory documents to be uploaded for export LC Closure. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>
<b>Remarks</b>	<p>Specify any additional information regarding the Export LC Closure. This information can be viewed by other users handling the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following.</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, 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>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>
<b>View LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>View LC Events</b>	Click to view the LC events.
<b>Request Clarification</b>	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.

**Table 1-17 (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, task moves to previous logical step.
<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.

## 1.3.5 Settlement Details

This topic provides the systematic instructions to capture the settlement details of Export LC Closure request.

In the section, user can update and verify the settlement details Data Segment of Export LC Closure request. System should simulate the settlement details from back office and display the same in this screen

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

**Figure 1-14 Settlement Details**

Export LC Closure DataEnrichment :: Application No:-  
PK2ELCC000063228

Clarification Details Documents Remarks Overrides  
Customer Instruction

Main Details  
Additional Fields  
Advices  
Additional Details  
Settlement Details  
Summary

Settlement Details

☐ Current Event

Settlement Details

Component	Currency	Debit/Credit	Account	Account Description	Account Currency	Netting Indicator	Current Event
AATCCONFRM...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
AMNCNFCOM...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
CNFCOMMN_LI...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
COLLAMT_OSEQ	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	Yes
COLL_AMNDA...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
COLL_AMT	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
COLL_AVALAM...	GBP	Credit	PK2001044...	GOODCARE PLC	GBP	No	No
LCSEXCONFM...	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
LCTAX1_AMT	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
LCTAX2_AMT	GBP	Debit	PK2001044...	GOODCARE PLC	GBP	No	No
LCTAX3_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 1-18 Settlement Details – Field Description**

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

- Click any component in the grid.

### Party Details

Table 1-19 Party Details – Field Description

Field	Description
<b>Transfer Type</b>	Select the transfer type from the drop-down list. The options are: <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 transaction. The options are: <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. The options are: <ul style="list-style-type: none"> <li>• <b>Yes</b></li> <li>• <b>No</b></li> </ul>
<b>Ordering Customer</b>	Click search icon to search and select the ordering customer from the look up.
<b>Ordering Institution</b>	Click search icon to search and select the ordering institution from the look up.
<b>Senders Correspondent</b>	Click search icon to search and select the senders correspondent from the look up.
<b>Receivers Correspondent</b>	Click search icon to search and select the receivers correspondent from the look up.
<b>Intermediary Institution</b>	Click search icon to search and select the intermediary institution from the look up.
<b>Account with Institution</b>	Click search icon to search and select the account with institution from the look up.
<b>Beneficiary Institution</b>	Click search icon to search and select the beneficiary institution from the look up.
<b>Ultimate Beneficiary</b>	Click search icon to search and select the ultimate beneficiary from the look up.
<b>Intermediary Reimbursement Institution</b>	Click search icon to search and select the intermediary reimbursement institution from the look up.

**Payment Details**

Table 1-20 Payment Details - Field Description

Field	Description
<b>Sender to Receiver 1</b>	Specify the sender to receiver message.
<b>Sender to Receiver 2</b>	Specify the sender to receiver message.
<b>Sender to Receiver 3</b>	Specify the sender to receiver message.
<b>Sender to Receiver 4</b>	Specify the sender to receiver message.
<b>Sender to Receiver 5</b>	Specify the sender to receiver message.
<b>Sender to Receiver 6</b>	Specify the sender to receiver message.

**Remittance Information**



**Table 1-21 Remittance Information – Field Description**

Field	Description
<b>Payment Detail 1</b>	Specify the payment details.
<b>Payment Detail 2</b>	Specify the payment details.
<b>Payment Detail 3</b>	Specify the payment details.
<b>Payment Detail 4</b>	Specify the payment details.

3. Click **Next**.

The task will move to next data segment.

**Table 1-22 Settlement Details - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	<p>Upload the required documents.</p> <p>Application displays mandatory documents to be uploaded for export LC Closure - Islamic. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>
<b>Remarks</b>	<p>Specify any additional information regarding the Export LC Closure - Islamic. This information can be viewed by other users handling the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following.</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, 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>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>

**Table 1-22 (Cont.) Settlement Details - Action Buttons - Field Description**


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

## 1.3.6 Summary

This topic provides the systematic instructions to view the summary details in Scrutiny stage of Export LC Closure request.

User can review the summary of details updated in Scrutiny stage of Export LC Closure request.

The user can view the summary tiles in the Summary section. The Summary tiles 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 1-15 Summary**

Export LC Closure DataEnrichment :: Application No:- PK2ELCC000063228

Clarification Details Documents Remarks Overrides Customer Instruction

Screen(6/6)

**Summary**

**Main Details**

Form of LC : U  
Submission Mode : Desk  
Date of Issue : 2022-04-20  
Date of Expiry : 2022-07-19

**Parties Details**

Applicant : MARKS AND SP...  
Beneficiary : GOODCARE PLC  
Issuing Bank : WELLS FARGO ...

**Limits and Collaterals**

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

**Commission,Charges and Taxes**

Charge :  
Commission :  
Tax :  
Block Status : Not Initiated

**Preview Message**

Language : ENG  
Preview Message : -

**Accounting Details**

Event :  
AccountNumber :  
Branch :

**Linked Loan Details**

LoanAcc :  
Loan Currency :  
Loan Amount :

**FX Linkage**

Reference Number :  
Linkage Amount :  
Contract Currency :

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Submit

### Tiles Displayed in Summary

- **Main Details** - User can view the details about application and LC details. User can only view but cannot edit any of the details.
- **Parties Details** - User can view party details like beneficiary, advising bank etc. User can only view but cannot edit any of the details.
- **Limits and Collaterals** - User can view the limits and collateral details. User can only view but cannot modify the details.
- **Commission, Charges and taxes** - User can view the charge details. User can only view but cannot modify the details.
- **Preview Messages** - User can view the details of preview messages.
- **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."

- **Settlement Details** - User can view the settlement details.
- **Linked Loan Details** - User can view the linked loan details.

## 2. Click **Submit**.

The task will move to next logical stage.

Table 1-23 Summary - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be Clarification Requested.
<b>Documents</b>	<p>Upload the required documents.</p> <p>Application displays mandatory documents to be uploaded for export LC Closure. Place holders are also available to upload additional documents submitted by the applicant.</p> <p>The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.</p>
<b>Remarks</b>	<p>Specify any additional information regarding the Export LC Closure. This information can be viewed by other users handling the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following.</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFCM 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>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>
<b>View LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>View LC Events</b>	Click to view the LC events.
<b>Request Clarification</b>	On click the Request Clarification button the user can request for an Online clarification from customer. Clicking the button opens a detailed screen to capture the clarification details.

Table 1-23 (Cont.) 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.</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, task moves to previous logical step.
<b>Submit</b>	<p>Task will get moved to next logical stage of Export LC Closure.</p> <p>If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.</p>

## 1.4 Multi Level Approval

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

The Approval user can approve a Export LC Closure transaction.

1. Log in into OBTFPMCS application and on **Home** screen, click, **Task**.
2. Under **Task**, click **Free Task**.
3. Select the appropriate task and click **Acquire & Edit** to edit the task or click **Acquire** to edit the task from **My Tasks**.
4. The acquired task will be available in **My Tasks** tab. Click **Edit** to approve the task.

The **Approval Re-Key** pop-up screen appears.

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.

5. Open the task and re-key some of the critical field values from the request in the **Approval Re-Key** screen.

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.

6. Click **Proceed** to proceed for the approval.

The **Approval Summary** screen appears. The user can view the Summary tiles which displays list of important fields with values.

7. Click each tile to drill down from summary tiles into respective data segments to verify the details of all fields under the data segment.

#### **Note**

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

### **Approval Summary**

ORACLE (DEFAULT) Oracle Banking Trade Finance April 20, 2022 LAXMAN01

**Export LC Closure Approval Task Level 1 :: Application No:- PK2ELCC000063228** Documents Remarks Overrides Customer Instruction

<b>Main Details</b> Form of LC : U Submission Mode : Desk Date of Issue : 2022-04-20 Date of Expiry : 2022-07-19	<b>Parties Details</b> Issuing Bank : WELLS FARGO ... Applicant : MARKS AND SP... Beneficiary : GOODCARE PLC	<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 : Commission : Tax : Block Status : Not Initiated	<b>Preview Message</b> Language : ENG Preview Message : -	<b>Accounting Details</b> Event : AccountNumber : Branch :
<b>Settlement Details</b> Component : COLLAMT_OSEQ Account Number : PK2001044001... Currency : GBP	<b>Linked Loan Details</b> loanAcc : Loan Currency : Loan Amount :	<b>Exception(Approval)</b> EXCEPTION : Nil
<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :		

Audit Reject Hold Refer Cancel Approve

#### Tiles Displayed in Summary:

- **Main Details** - User can view the details about application and LC details. User can only view but cannot edit any of the details.
- **Parties Details** - User can view party details like beneficiary, advising bank etc. User can only view but cannot edit any of the details.
- **Limits and Collaterals** - User can view the limits and collateral details. User can only view but cannot modify the details.
- **Commission, Charges and taxes** - User can view the charge details. User can only view but cannot modify the details.
- **Preview Messages** - User can view the details of preview messages.
- **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."

- **Settlement Details** - User can view the settlement details.
- **Linked Loan Details** - User can view the linked loan details.

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

**Table 1-24 Approval Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	<p>View/Upload the required document.</p> <p>Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously.</p> <p>When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application</p>
<b>Remarks</b>	<p>Specify any additional information regarding the Export LC Closure. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>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 LC</b>	Click <b>View LC</b> to view the latest LC values displayed in the respective fields. All fields displayed in LC details section are read only fields..
<b>Signatures</b>	<p>Click the Signature button to verify the signature of the customer/ bank if required.</p> <p>The user can view the Customer Number and Name of the signatory, Signature image and the applicable operation instructions if any available in the back-office system.</p> <p>If more than one signature is required, system should display all the signatures.</p>



Table 1-24 (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 Approval 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>

8. Click **Approve**.

## 1.5 Handoff

This chapter is documented to get familiar with the Handoff stage of Export LC Closure process.

On Approve, the task is handed off to the back office for postings. In the back office, the relevant accounting entries are posted, advises are generated, charges and tax to be collected are posted.

In case there is a failure in Handoff, the task lands to retry handoff queue. The user can manually try to initiate handoff.

# Glossary

# Index

## A

---

Additional Details, [24](#)  
Additional Details - Action Buttons - Field  
Description, [24](#)  
Additional Fields, [18](#)  
Advice Details, [21](#)  
Advices, [21](#)  
Advices - Action Buttons - Field Description, [21](#)  
Application Details, [12](#)  
Approval Summary, [44](#)  
Approval Summary - Action Buttons - Field  
Description, [44](#)  
Authorization Re-Key (Non-Online Channel), [44](#)

## C

---

Charge Details, [24](#)  
Commission Details, [24](#)

## D

---

Data Enrichment, [9](#)  
Deposit Linkage Details, [24](#)

## E

---

Export LC Closure - Registration - Application  
Details, [2](#)

## H

---

Handoff, [48](#)

## L

---

LC Details, [2](#), [12](#)  
Limits and Collaterals, [24](#)  
Linked Loan Details, [24](#)

## M

---

Main Details, [12](#)  
Main Details - Action Buttons, [12](#)  
Multi Level Approval, [44](#)

## P

---

Preview Messages, [24](#)

## R

---

Registration, [2](#)

## S

---

Settlement Details, [37](#)  
Settlement Details - Action Buttons, [37](#)  
Summary, [41](#)  
Summary - Action Buttons - Field Description, [41](#)

## T

---

Tax Details, [24](#)