

# Oracle Banking Trade Finance Process Management Cloud Service

## Import LC Issuance Islamic User Guide



Release 14.8.1.0.0  
G46233-01  
October 2025



G46233-01

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# Preface

- [Introduction](#)
- [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:
- [Related Documents](#)
- [Conventions](#)
- [Screenshot Disclaimer](#)
- [Basic Actions](#)
- [Symbols and Icons](#)

## Introduction

This manual is designed to help you quickly get acquainted with the Oracle Banking Trade Finance Process Management Cloud Service **Import LC Issuance - Islamic** 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

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 [Critical Patches, Security Alerts and Bulletins](#). All critical patches should be applied in a timely manner to ensure effective security, as strongly recommended by Oracle Software Security Assurance [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 gives information on the intended audience, structure, and related documents for this User Manual.
- The subsequent chapters provide an overview to the module.

## 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

## 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.

## 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.

## Basic Actions

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

**Table 1 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>	<p>Click <b>Cancel</b> to cancel the transaction input midway without saving any data.</p>
<b>Save &amp; Close</b>	<p>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.</p>
<b>Next</b>	<p>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.</p>

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

Action Buttons	Description
<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.

## 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
	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

Table 2 (Cont.) Symbols and Icons - Common















Symbol/Icon	Function
	Refresh
	Click this icon to add a new row.
	Click this icon to delete a row, which is already added.
	Calendar
	Alerts
	Unlock Option
	View Option
	Reopen Option

Table 3 Symbols and Icons - Widget

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



# 1

## Oracle Banking Trade Finance Process Management Cloud Service

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

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

This document will take you through following activities in OBTFPMCS:

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

### Overview

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

### Benefits

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

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

### Key Features

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





# 2

## Import LC Issuance Islamic

The design, development and functionality of the Islamic Import LC Issuance process flow is similar to that of conventional Import LC issuance process flow.

In the following sections, let's look at the details for Import LC Issuance Islamic process.

This topic contains the following sub-topics:

- [Common Initiation Stage](#)  
This topic provides the systematic instructions to initiate the new **Import LC Issuance** request.
- [Registration](#)  
This topic provides the systematic instructions to initiate the registration stage of **Import LC Issuance** request.
- [Scrutiny](#)  
This topic provides the systematic instructions to initiate scrutiny stage of import LC issuance Islamic request.
- [Data Enrichment](#)  
This topic provides the systematic instructions to initiate the Data Enrichment stage of import LC issuance - Islamic request.
- [Customer Response - Draft Confirmation](#)  
This topic helps you quickly get acquainted with the Customer Response - Draft Confirmation process.
- [Exceptions](#)  
This topic helps you quickly get acquainted with the Exceptions process.
- [Multi Level Approval](#)  
This topic helps you quickly get acquainted with the Multi Level Approval process.
- [Customer - Acknowledgement](#)  
This topic helps you quickly get acquainted with the Customer Acknowledgement process.

### 2.1 Common Initiation Stage

This topic provides the systematic instructions to initiate the new **Import LC Issuance** 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 is displayed.

Figure 2-1 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 2-1 Initiate Task - Field Description

Field	Description
<b>Process Name</b>	Select the process name to initiate the task.
<b>Customer Id</b>	Select the customer id of the applicant or applicant's bank.
<b>Branch</b>	Select the branch.

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

Table 2-2 Action Buttons - Field Description

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

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

## 2.2 Registration

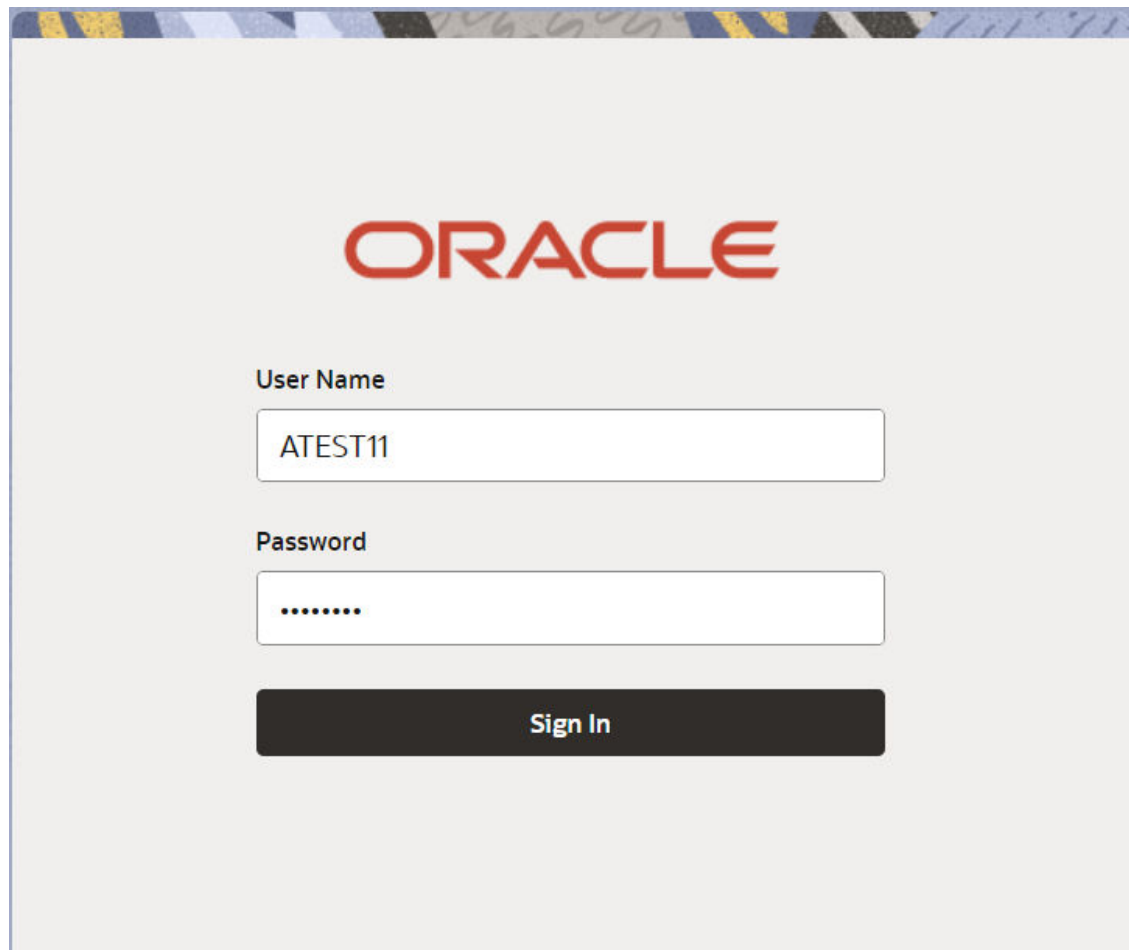
This topic provides the systematic instructions to initiate the registration stage of **Import LC Issuance** request.

The user initiates the transaction from Registration Stage, if the LC Issuance request is received from the Applicant at the branch counters either by fax, mail or physical application.

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

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

**Figure 2-2 Login Screen**

The image shows the Oracle login screen. At the top, the Oracle logo is displayed in red. Below the logo, there are two input fields. The first field is labeled "User Name" and contains the text "ATEST11". The second field is labeled "Password" and contains a series of dots. Below these fields is a dark grey button with the text "Sign In" in white.

1. On Home screen, click **Trade Finance - Islamic**. Under **Trade Finance - Islamic**, click **Import - Documentary Credit**.
2. Under **Import - Documentary Credit**, click **Import LC Issuance Islamic**.  
The **Import LC Issuance Islamic** screen is displayed.

Figure 2-3 Import LC issuance Islamic

**Dashboard**

Menu Item Search...

**Import - Documentary Credit**

- Drawings Under Transferred LC - Islamic
- Import LC Update Drawings - Islamic
- Import LC Amendment Beneficiary Consent Islamic
- Import LC Amendment Islamic
- Import LC Cancellation Islamic
- Import LC Closure Islamic
- Import LC Drawings - Islamic
- Import LC Internal Amendment Islamic
- Import LC Issuance Islamic**
- Import LC Liquidation Islamic
- Import LC Reopen Islamic

**Priority Summary**

Please select process

Branch	Process Name	Stage Name	No of High Priority Items	No of Medium Priority Items	No of Low Priority Items
No data to display.					

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

**High Value Transactions**

Process Reference Number	Customer Name	Currency	Amount	Date(dd/mm/yyyy)	Process Name	Stage Name	Branch
PK2IGTA000062587	001044	GBP	100000000	20-04-2022	Guarantee Advise Islamic	DataEnrichment	PK2
PK2IGTA000062586	001044	GBP	100000000	20-04-2022	Guarantee Advise Islamic	Handoff RetryTask	PK2
PK2IGTA000062583	001044	USD	50000000	20-04-2022	Guarantee Advise Islamic	DataEnrichment	PK2

Page 1 of 4 (1-3 of 10 items) |< < 1 2 3 4 > >|

**High Priority Tasks**

The Import LC Issuance - Registration screen displays.

The Import LC Issuance - Registration stage has two sections Application Details and LC Details. Let's look at the details of Registration screens below:

Figure 2-4 Import LC Issuance Islamic - Registration - Application Details

**Import LC Issuance Islamic**

Signatures Documents Remarks Customer Instruction

**Application Details**

Received From Party: Accountee

Priority: Medium

Customer Reference Number:

Received From - Customer ID: 001044

Submission Mode: Desk

Application Date: April 20, 2022

Received From - Customer Name: GOODCARE PLC

Branch: PK2-Oracle Banking Trade Fina

32B - Currency Code, Amount: GBP £100.00

Copy LC:

Process Reference Number: PK2IILLI000063119

Template Name:

**LC Details**

Revolving: ☐

Advising Bank: 8511561 CIF1019429

23 - Reference To Pre-Advice:

31D - Place of Expiry: London

39A - Percentage Credit Amount Tolerance:

Amount In Local Currency: GBP £100.00

LC Type: Sight

40A - Form of Documentary Credit: IRREVOCABLE

31C - Date of Issue: April 20, 2022

31A - Applicant Bank:

Limits/Collateral Required: ☐

Back to Back LC: ☐

Product Code: 799A

20 - Documentary Credit Number: 799A221100000501

40E - Applicable Rules: EUCPURR LATEST VERSION

Applicant: 003566 GATEWAY

39C - Additional Amount Covered:

Auto Close: ☐

Product Description: Islamic Import LC - Sight Non Revolv

User Reference Number: 799A221100000501

31D - Date of Expiry: November 12, 2022

Beneficiary: 001403 MARKS AN

Accountee:

Closure Date:

Hold Cancel Save & Close Submit

- On **Import LC Issuance Islamic - 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. In case of MT798, Application Details are defaulted to SWIFT.

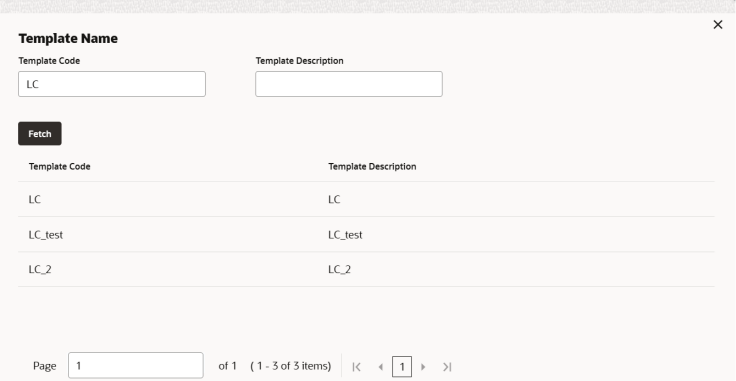
**Table 2-3 Import LC Issuance Islamic - Registration - Application Details - Field Description**

Field	Description
<b>Received from Party</b>	<p>Select the party from which the Import LC Issuance request can be received. The options are:</p> <ul style="list-style-type: none"> <li>• <b>Applicant</b></li> <li>• <b>Applicant's Bank</b></li> <li>• <b>Accountee</b></li> </ul>
<b>Received From - Customer ID</b>	<p>Specify the Customer ID of the applicant or applicant's bank.</p> <p>Alternatively, click <b>Search</b> to search and select the Customer ID. System allows only the customer of the bank for selection.</p> <div> <p><b>Note</b></p> <p>If the selected customer/ party is blacklisted the system displays a warning message.</p> </div>
<b>Received From - Customer Name</b>	Name of the customer or applicant. This field will be auto populated based on the selected customer ID.
<b>Branch</b>	<p>By default, customer's home branch will be displayed based on the customer ID and it can be changed, if required.</p> <div> <p><b>Note</b></p> <p>Once the request is submitted, Branch field is non-editable.</p> </div>
<b>Priority</b>	<p>Set the priority of the Import LC issuance request. The options are:</p> <ul style="list-style-type: none"> <li>• <b>Essential</b></li> <li>• <b>Critical</b></li> <li>• <b>High</b></li> <li>• <b>Medium</b></li> <li>• <b>Low</b></li> </ul> <p>If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit of Registration stage.</p>

**Table 2-3 (Cont.) Import LC Issuance Islamic - Registration - Application Details - Field Description**

Field	Description
<b>Submission Mode</b>	<p>Select the submission mode of Import LC Issuance request from the drop-down list.</p> <p>By default the submission mode will have the value as 'Desk'.</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>SWIFT- Non STP</b> - Request received through SWIFT</li> <li>• <b>Fax</b> - Request received through Fax</li> </ul>
<b>Currency Code, Amount</b>	<p>Select the currency code from the drop-down list.</p> <p>Specify the value of LC (with decimal places) as per currency type and tab out.</p>
<b>Process Reference Number</b>	<p>Read only field.</p> <p>Unique sequence number for the transaction.</p> <p>Process Reference Number is auto generated by the system based on process name and branch code.</p>
<b>Customer Reference Number</b>	<p>Specify a unique Customer Reference Number which will be the User Reference of the LC.</p>
<b>Application Date</b>	<p>Application displays the branch's current date by default and enables the user to change the date to any back date.</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p> <b>Note</b></p> <p>Future date selection is not allowed.</p> </div>
<b>Copy LC</b>	<p>Specify the LC number, the system populates the details of the LC.</p> <p>Alternatively, click <b>Search</b> to search and select the LC.</p> <p>If an existing LC is to be copied, the details of the LC is captured here.</p>

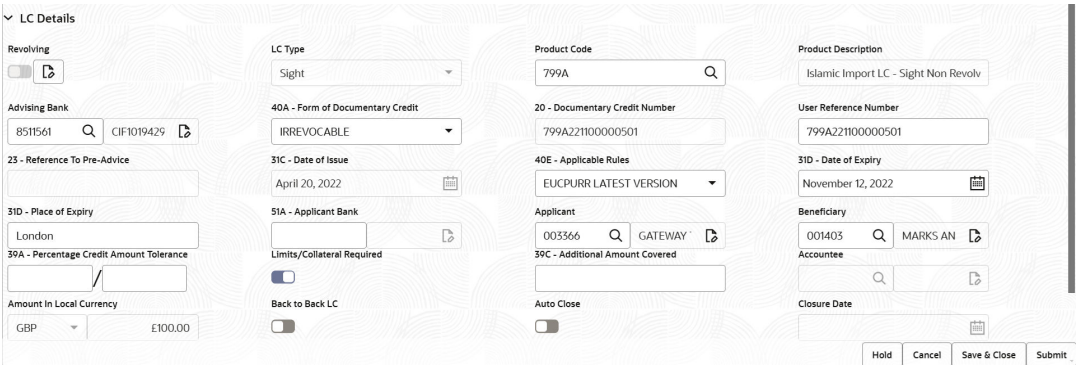
**Table 2-3 (Cont.) Import LC Issuance Islamic - Registration - Application Details - Field Description**

Field	Description
Template name	<p>Specify the template name if the applicant details are already captured and the data can be reused with the template to reduce the effort. Alternatively, click <b>Search</b> to search and select the Template code.</p> 

### LC Details

Registration user can provide LC details in this section. Alternately, details can be provided by Scrutiny user.

- On **Import LC Issuance - Registration - 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 2-4 Import LC Issuance - Registration - LC Details - Field Description



Field	Description
<b>Revolving</b>	<p>Switch to  the option, if LC type is revolving.</p> <p>Switch to  the option, if LC type is not revolving.</p>
<b>LC Type</b>	<p>Select the applicable LC type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Sight</b></li> <li>• <b>Usance</b></li> </ul>
<b>Product Code</b>	<p>Specify the product code and on tab out system will validate and populate the product code.</p> <p>Alternatively, click <b>Search</b> to search and select the product code with code or product description.</p>
<b>Product Description</b>	<p>Read only field.</p> <p>This field displays the description of the product as per the product code.</p>
<b>Advising Bank</b>	<p>Specify the advising bank name or click <b>Search</b> to search and select the advising bank based on Party ID/Party Name. User can also input the party ID and on tab out system will validate and populate the 'Advising Bank' name.</p> <div data-bbox="753 1024 1461 1390"> <p><b>Note</b></p> <ol style="list-style-type: none"> <li>In case the selected Bank is not RMA Compliant, the system prompts the user to use a different advising bank or use non SWIFT Media to transmit the LC and displays error message "RMA arrangement not available, please change the bank or use MAIL Medium".</li> <li>If the party is blacklisted the system displays a warning message.</li> </ol> </div>
<b>40A - Form of Documentary Credit</b>	<p>Select the type of LC (Documentary Credit) as per the requirement. By default LC type is <b>Irrevocable</b>.</p>
<b>Documentary Credit Number</b>	<p>Read only field.</p> <p>This field displays the documentary credit number, simulated from the back office. Number will be populated on the selection of Product Code.</p>
<b>User Reference Number</b>	<p>User Reference Number will be auto populated by the system based on selection of Product Code.</p> <p>The user can change the User Reference Number.</p>
<b>Reference To Pre-Advice</b>	<p>Read only field.</p> <p>This field displays the details of Pre-Advice, if issued by the bank.</p>



Table 2-4 (Cont.) Import LC Issuance - Registration - LC Details - Field Description

Field	Description
<b>Date of Issue</b>	<p>Read only field.</p> <p>This field displays the branch's current date as date of issue defaulted from the application.</p> <p>User cannot change the defaulted date. Application will populate the Date of Issue field with branch date on approval if date of approval is later than date of Registration.</p>
<b>Applicable Rules</b>	<p>Select the applicable rules for the LC. Default rule as UCP Latest Version.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>UCP LATEST VERSION</b></li> <li>• <b>EUCP LATEST VERSION</b></li> <li>• <b>UCPURR LATEST VERSION</b></li> <li>• <b>EUCPURR LATEST VERSION</b></li> <li>• <b>OTHR</b></li> </ul>
<b>Rule Narrative</b>	<p>Specify the rules narrative.</p> <p>This field is available if the value in <b>Applicable Rule</b> is <b>OTHR</b>.</p>
<b>Date of Expiry</b>	<p>Select the expiry date of the LC. The expiry date can be equal or greater than the issue date.</p> <p>If the Expiry Date is earlier than the issue date, system will provide an error and if the 'Expiry Date is equal to the Issue Date', system will provide a alert message.</p>
<b>Place of Expiry</b>	Specify the place of expiry of LC.
<b>Applicant Bank</b>	<p>This field displays the applicant bank details , if <b>Received From Applicant Bank</b> option is enabled.</p> <p>If request is not received from applicant bank, this field must be blank.</p>
<b>Applicant</b>	<p>This field displays the applicant details based on the details provided in Application Details section.</p> <p>If the request is received from Applicant bank, select the applicant from the List of Values.</p> <div> <p><b>Note</b></p> <p>If the selected applicant/ party is blacklisted the system displays a warning message.</p> </div>

Table 2-4 (Cont.) Import LC Issuance - Registration - LC Details - Field Description








Field	Description
<b>Beneficiary</b>	<p>Specify the beneficiary of the LC or click <b>Search</b> and select the beneficiary based on Party ID/Party Name.</p> <p>If beneficiary is not a customer of the bank, then choose WALKIN customer id and provide the beneficiary details. If beneficiary is a customer and KYC status is not valid, then system will display alert message.</p> <div> <p> <b>Note</b></p> <p>If the selected beneficiary/ party is blacklisted the system displays a warning message.</p> </div>
<b>Percentage Credit Amount Tolerance</b>	<p>Specify the tolerance (+/-) on the total LC value. Tolerance value must be either one or two digit value.</p> <p>If tolerance is more than 10%, alert message will be displayed.</p>
<b>Limits/Collateral Required</b>	<p>Switch to  the option, to enable limit check during the process flow of this request.</p> <p>Switch to  the option, to disable limit check during the process flow of this request.</p>
<b>Additional Amount Covered</b>	Specify the additional amount included in LC.
<b>Accountee</b>	Specify the accountee or click <b>Search</b> and select the accountee.
<b>Amount In Local Currency</b>	<p>Read only field.</p> <p>After the tab out of 'Currency Code, Amount' field, system populates the Local currency and amount value in this field. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).</p>
<b>Back to Back LC</b>	<p>Read only field.</p> <p>Switch to  the option, if the back to back Import LC is issued.</p> <p>Switch to  the option, if back to back LC is not applicable.</p>
<b>Export LC Reference</b>	<p>Specify the export LC reference or click <b>Search</b> to search and select the underlying export LC reference number.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Export LC Available Amount</b>	<p>Read only field.</p> <p>System displays the available amount under the Export LC.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Export LC Expiry Date</b>	<p>Read only field.</p> <p>System displays the expiry date of the underlying export LC.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Export LC Shipment Date</b>	<p>Read only field.</p> <p>System displays the latest shipment date of the underlying export LC.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>

Table 2-4 (Cont.) Import LC Issuance - Registration - LC Details - Field Description

Field	Description
<b>Auto Close</b>	<p>Switch to  the option, if Auto close is required for that transactions.</p> <p>Switch to  the option, if Auto close is not required for that transactions.</p>
<b>Closure Date</b>	<p>Read only field.</p> <p>This field displays the “Closure Date” defaulted by the system, with the value “Expiry Date” + No of Closure days maintained in the respective Product in which the contract has been created.</p> <p>System automatically close the contract on the specified “Closure Date” if “Auto Close” is selected as “Yes” for the specific contract.</p> <p>User can modify the system defaulted “Closure Date” and system should validate the same for the below conditions,</p> <ul style="list-style-type: none"> <li>• Closure Date must be after the Issue Date.</li> <li>• Closure Date must be after the Expiry Date.</li> <li>• Closure Date cannot be blank, when the “Auto Close” is checked.</li> </ul>

5. Click **Submit**.

The task will move to next logical stage of Import LC Issuance - Islamic.

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

Table 2-5 Import LC Issuance - Registration - 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 available, system should display all the signatures.</p>
<b>Documents</b>	<p>Upload the documents received under the LC.</p> <p>Application displays mandatory documents to be uploaded for Import LC Issuance - Islamic. Place holders are also available to upload additional documents submitted by the applicant</p>
<b>Remarks</b>	<p>Specify any additional information regarding the LC. This information can be viewed by other users processing the request.</p>
<b>Customer Instructions</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>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>

**Table 2-5 (Cont.) Import LC Issuance - Registration - Action Buttons - Field Description**

Field	Description
<b>Cancel</b>	Cancels the Import LC issuance - Islamic 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>	Click Submit, system will trigger acknowledgment to the customer and give confirmation message for successful submission. The task will move to next logical stage of Import LC issuance. 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.

- [Oracle Banking Trade Finance Process Management Cloud Service - OBDX Bidirectional flow](#)

This topic provides the systematic instructions to initiate the OBTFPM- OBDX Bidirectional flow.

## 2.2.1 Oracle Banking Trade Finance Process Management Cloud Service - OBDX Bidirectional flow

This topic provides the systematic instructions to initiate the OBTFPM- OBDX Bidirectional flow.

As a part of Digital Experience, customers can initiate Trade Finance Transactions from online channels and the respective task will be available in Oracle Banking Trade Finance Process Management Cloud Service for further handling.

Oracle Banking Trade Finance Process Management Cloud Service (Oracle Banking Trade Finance Process Management Cloud Service) user, for task received from online channel, raise clarification and receive response from the customer.

1. Customer initiates the Trade Finance transaction in Online channel (OBDX) and upload the necessary documents.

**Documents**

Document Status: Select All

Letter of Credit  
Collateral – Deposit Receipt

Letter of Credit  
Insurance Policy

Pro-forma Invoice

Letter of Credit

Letter of Credit

Split Screen Close

- The task created will land in the Scrutiny stage of Oracle Banking Trade Finance Process Management Cloud Service for handling by Trade expert for reviewing and identifying mismatch/incomplete data.
- In the Scrutiny, Data Enrichment or Approval the bank user may require clarification from customer, Oracle Banking Trade Finance Process Management Cloud Service user clicks **Request Clarification** button to request for online clarification from customer.

**Import LC Amendment Scrutiny :: Application No:- PK2ILCA000001597**

Clarification Details Documents Remarks Overrides Customer Instruction Incoming Message View LC Signatures

Screen(1/7)

**Main Details**

Application Details

20 - Documentary Credit Number: PK2ILSR2125ATPI

Received From Party: Applicant

Received From - Customer ID: 001044

Received From - Customer Name: GOODCARE PLC

Branch: [Dropdown]

Amendment No: 1

Process Reference Number: PK2ILCA000001597

Priority: Medium

Submission Mode: Desk

Application Date: April 20, 2022

Customer Reference Number: [Field]

User Reference Number: PK2ILSR2125ATPI

Beneficiary Consent: [Toggle]

**LC Details**

Revolving: [Toggle]

LC Type: Sight

Product Code: ILSR

Product Description: Import LC Sight Revolving advance I

Advising Bank: 001185 RBS PLC

40A - Form of Documentary Credit: IRREVOCABLE

31C - Date of Issue: May 5, 2021

40E - Applicable Rules: UCP LATEST VERSION

Date of Expiry: May 31, 2021

31D - Place of Expiry: LONDON

51A - Applicant Bank: [Field]

Applicant: 001044 GOODCARE

Beneficiary: 001204 PK2WALKIT

Accountee: [Field]

32B - Currency Code, Amount: GBP £100,000.00

39A - Percentage Credit Amount Tolerance: [Field]

Limits/Collateral Required: [Toggle]

39C - Additional Amount Covered: [Field]

Amount In Local Currency: GBP £100,000.00

Back to Back LC: [Toggle]

Audit Request Clarification Reject Refer Hold Cancel Save & Close Next

- On **Registration - Application Details** screen, specify the fields.
- The **Request Clarification** detailed screen gets displayed, user enters the information and clicks Save, the information should be sent to customer.

6. System will alert the Oracle Banking Trade Finance Process Management Cloud Service user through email of receipt of Clarification for Bi-Directional clarifications sent to OBDX user.
7. Oracle Banking Trade Finance Process Management Cloud Service user should be able to see the details in the View Clarification window and the status will be Clarification Requested. The user can click **Re Clarification** button if required.

8. The task goes to **Awaiting Customer Clarification** state until the response received from the customer.

9. Click **Edit**.
10. The user can click **Accept Clarification** button, if the query raised has been answered by the customer.

The status should change to **Clarification Accepted** on next the task moves to the next logical stage.

11. Bank user checks the Clarification and opens the **Documents** Tab. System displays both the new document uploaded and the metadata for deleted document and the deleted document is displayed in a blurred way. User can open the new document, the deleted document cannot be opened. System should also increment the version number of the documents.

The screenshot shows a web application window titled "Documents". At the top left, there is a "Document Status" dropdown menu with "Select" and "All" options. To the right of the dropdown are two icons: a grid icon and a list icon. The main area contains six document upload cards, each with a red border and an upload icon at the bottom. The cards are arranged in two rows of three. The top row cards are labeled "Letter of Credit" with sub-labels "Collateral – Deposit Receipt", "Insurance Policy", and "Import license". The bottom row cards are labeled "Letter of Credit" with sub-labels "Purchase Order" and "Letter of Credit". At the bottom right of the window are two buttons: "Split Screen" and "Close".

## 2.3 Scrutiny

This topic provides the systematic instructions to initiate scrutiny stage of import LC issuance Islamic request.

On successful completion of Registration of an Import LC issuance request, the request moves to Scrutiny stage. At this stage the user can scrutinize the request for Islamic Import LC. As part of scrutiny, the user can enter/update basic details of the Islamic LC request and can verify if the request can be progressed further.

**Online Channel** - Requests that are received via online channels like trade portal, external system and SWIFT are available directly for further processing from Scrutiny stage as in conventional process flow.

The user verifies the data which gets auto populated for all data segments from Application stage to Data Enrichment stage.

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

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

The **Free Tasks** screen is displayed.



Figure 2-5 Free Tasks

Acquire and Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Medium	Import LC Issuance Isl...	PK2IIL000063119	PK2IIL000063119	Scrutiny	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063129	PK2CGRM000063129	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063127	PK2CGRM000063127	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Export Documentary ...	PK2EDCB000063118	PK2EDCB000063118	Sanction Check Exceptiona...	
<input type="checkbox"/>	Medium	Guarantee Advise Am...	PK2GTAA000063112	PK2GTAA000063112	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Export LC Transfer Ca...	PK2ELCT000063101	PK2ELCT000063101	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063097	PK2CGRM000063097	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063098	PK2CGRM000063098	MessageGeneration	22-04-20
<input type="checkbox"/>	Medium	Export LC Advise	PK2ELCA0000630630	PK2ELCA0000630630	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Export LC Advise	PK2ELCA000008632	PK2ELCA000008632	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063093	PK2CGRM000063093	MessageGeneration	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063089	PK2CGRM000063089	MessageGeneration	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063087	PK2CGRM000063087	Handoff RetryTask	22-04-20

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 scrutinize the registered task.

Figure 2-6 My Tasks

Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Medium	Import LC Issuance Isl...	PK2IIL000063119	PK2IIL000063119	Scrutiny	22-04-20
<input type="checkbox"/>	Medium	Export LC Advise	PK2ELCA000062293	PK2ELCA000062293	Reject Approval	22-04-20
<input type="checkbox"/>	High	Import LC Issuance	PK2ILCI000063090	PK2ILCI000063090	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Import Documentary ...	PK2IDCB000063082	PK2IDCB000063082	Registration	22-04-20
<input type="checkbox"/>	Medium	Import Documentary ...	PK2IDCB000063072	PK2IDCB000063072	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Import Documentary ...	PK2IDCB000063071	PK2IDCB000063071	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Import LC Internal Am...	PK2ILCI000063044	PK2ILCI000063044	DataEnrichment	22-04-20
<input type="checkbox"/>	Medium	Common Group Mess...	PK2CGRM000063040	PK2CGRM000063040	MessageGeneration	22-04-20
<input type="checkbox"/>	Medium	Import Documentary ...	PK2IDCB000063018	PK2IDCB000063018	Registration	22-04-20
<input type="checkbox"/>	Medium	Export Documentary ...	PK2EDCB000063017	PK2EDCB000063017	Registration	22-04-20
<input type="checkbox"/>	Medium	Export Documentary ...	PK2EDCB000063016	PK2EDCB000063016	Registration	22-04-20
<input type="checkbox"/>	Medium	Export Documentary ...	PK2EDCB000063015	PK2EDCB000063015	Registration	22-04-20
<input type="checkbox"/>	Medium	Export Documentary ...	PK2EDCB000063014	PK2EDCB000063014	Registration	22-04-20

The Scrutiny stage has five sections as follows:

- Main Details
- Availability
- Payment
- Additional Details
- Summary



Let's look at the details for Scrutiny stage. User can enter/update the following fields. User cannot edit the fields that are already having value from Registration/online channels.

- [Main Details](#)  
This topic provides the systematic instructions to initiate scrutiny main details of import LC issuance Islamic request.
- [Availability](#)  
This topic provides the systematic instructions to capture the availability details.
- [Payment Details](#)  
This topic provides the systematic instructions to initiate the payment scrutiny stage of import LC issuance - Islamic request.
- [Additional Fields](#)  
This topic provides the systematic instructions to capture the additional fields.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details.
- [Summary](#)  
This topic provides the systematic instructions to view the summary of Islamic Import LC Issuance process.

## 2.3.1 Main Details

This topic provides the systematic instructions to initiate scrutiny main details of import LC issuance Islamic request.

Main details section has two sub section as follows:

- Application Details
- LC Details

### Application Details

All fields displayed under Application details section are read only except for the **Priority** and **Customer Reference Number**. For more information on the fields, refer Application Details of **Registration** stage.

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

Figure 2-7 Scrutiny - Main Details

Table 2-6 Scrutiny - Main - Application Details - Field Description

Field	Description
<b>Received from Party</b>	Read only field. Import LC Issuance request can be received either from the applicant or the applicant's bank or accountee.
<b>Received From - Customer ID</b>	Read only field. The Customer ID of the applicant or applicant's bank, as selected in <b>Registration</b> stage.
<b>Received From - Customer Name</b>	Read only field. Name of the customer or applicant. This field will be auto populated based on the selected customer ID.
<b>Branch</b>	Read only field.  By default, customer's home branch will be displayed based on the customer ID and it can be changed, if required.
<b>Priority</b>	Set the priority of the Import LC issuance request as Essential/Critical/Low/Medium/High. If priority is not maintained for the customer, system will populate 'Medium' as the default priority. User can change the priority populated any time before submit of Registration stage.
<b>Submission Mode</b>	Read only field. The submission mode of Import LC Issuance request.  By default the submission mode will have the value as 'Desk'.
<b>Currency Code, Amount</b>	Read only field. The currency code and amount is defaulted from <b>Registration</b> stage.

Table 2-6 (Cont.) Scrutiny - Main - Application Details - Field Description

Field	Description
<b>Process Reference Number</b>	Read only field.  Unique OBTFPMCS task reference number for the transaction.  This is auto generated by the system based on process name and branch code.
<b>Customer Reference Number</b>	Specify a unique Customer Reference Number which will be the User Reference of the LC.
<b>Application Date</b>	Read only field. The application displays the branch's current date by default.
<b>Copy LC</b>	Read only field.  Displays the LC number and LC details, if selected/entered in <b>Registration</b> stage.
<b>Template Name</b>	Read only field.  Displays the template name and details if selected/entered in <b>Registration</b> stage.

### LC Details

The fields listed under this section are same as the fields listed under the LC Details section in Registration. For more information on the fields, refer to LC Details of **Registration**. During Registration, if user has not captured input, then user can capture the details in this section.

Figure 2-8 LC Details

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

Table 2-7 Scrutiny - Main - LC Details - Field Description

Field	Description
<b>Revolving</b>	Read only field. Displays whether the LC type is revolving.







Table 2-7 (Cont.) Scrutiny - Main - LC Details - Field Description

Field	Description
<b>LC Type</b>	Read only field. Displays the applicable LC type.
<b>Product Code</b>	Read only field. Displays the product code. The value is defaulted from <b>Registration</b> stage.
<b>Product Description</b>	Read only field.  Displays the description of the product as per the product code.
<b>Advising Bank</b>	Specify the advising bank name or click <b>Search</b> to search and select the advising bank based on Party ID/Party Name. User can also input the party ID and on tab out system will validate and populate the 'Advising Bank' name.  <div> <p><b>Note</b></p> <ul style="list-style-type: none"> <li>a. In case the selected Bank is not RMA Compliant, the system prompts the user to use a different advising bank or use non SWIFT Media to transmit the LC and displays error message “RMA arrangement not available, please change the bank or use MAIL Medium”.</li> <li>b. If the party is blacklisted the system displays a warning message.</li> <li>c. If the KYC non-compliant party is selected then the system immediately gives instant alert as “Customer ID - (CIF ID) is not KYC compliant.”</li> </ul> </div>
<b>Form of Documentary Credit</b>	Select the type of LC (Documentary Credit) as per the requirement. By default LC type is Irrevocable.
<b>Documentary Credit Number</b>	Read only field. This field displays the documentary credit number, simulated from the back office. Number will be populated on the selection of Product Code.
<b>User Reference Number</b>	User Reference Number will be auto populated by the system based on selection of Product Code. This field is editable.
<b>Reference To Pre-Advice</b>	Read only field. This field displays the details of Pre-Advice, if issued by the bank.
<b>Date of Issue</b>	Read only field. This field displays the branch's current date as date of issue defaulted from the application.  User cannot change the defaulted date. Application will populate the Date of Issue field with branch date on approval if date of approval is later than date of Registration.
<b>Applicable Rules</b>	Select the applicable rules for the LC. Default rule as UCP Latest Version.

Table 2-7 (Cont.) Scrutiny - Main - LC Details - Field Description

Field	Description
<b>Rule Narrative</b>	Specify the rules narrative. Enter the rules narrative. This field is available if the value in <b>Applicable Rules</b> is <b>OTHR</b> .
<b>Date of Expiry</b>	Select the expiry date of the LC. The expiry date can be equal or greater than the issue date. If the Expiry Date is earlier than the issue date, system will provide an error and if the 'Expiry Date is equal to the Issue Date', system will provide a alert message.
<b>Place of Expiry</b>	Specify the place of expiry of LC.
<b>Applicant Bank</b>	Read only field. This field displays the applicant bank details , if <b>Received From Party</b> is Applicant's Bank, the applicant bank details will be displayed here.  If request is not received from applicant bank, this field must be blank.
<b>Applicant</b>	Read only field. This field displays the applicant details based on the details provided in Application Details section. If the request is received from Applicant bank, select the applicant from the List of Values.  <div> <p><b>Note</b></p> <ul style="list-style-type: none"> <li>a. If the selected applicant/ party is blacklisted the system displays a warning message.</li> <li>b. If the KYC non-compliant party is selected then the system immediately gives instant alert as "Customer ID - (CIF ID) is not KYC compliant."</li> </ul> </div>
<b>Beneficiary</b>	Specify the beneficiary of the LC or click <b>Search</b> to search and select the beneficiary based on Party ID/Party Name. If beneficiary is not a customer of the bank, then choose WALKIN customer id and provide the beneficiary details. If beneficiary is a customer and KYC status is not valid, then system will display alert message.  <div> <p><b>Note</b></p> <p>If the selected beneficiary/ party is blacklisted the system displays a warning message.</p> </div>
<b>Percentage Credit Amount Tolerance</b>	Specify the tolerance (+/-) on the total LC value. Tolerance value must be either one or two digit value. If tolerance is more than 10%, alert message will be displayed.

Table 2-7 (Cont.) Scrutiny - Main - LC Details - Field Description

Field	Description
<b>Limits/Collateral Required</b>	<p>Switch to  the option, to enable limit check during the process flow of this request.</p> <p>Switch to  the option, to disable limit check during the process flow of this request.</p>
<b>Additional Amount Covered</b>	Specify the additional amount included in LC.
<b>Accountee</b>	<p>Specify the accountee or click <b>Search</b> to search and select the accountee.</p> <div> <p><b>Note</b></p> <p>If the KYC non-compliant party is selected then the system immediately gives instant alert as "Customer ID - (CIF ID) is not KYC compliant."</p> </div>
<b>Amount In Local Currency</b>	<p>Read only field.</p> <p>After the tab out of 'Currency Code, Amount' field, system populates the Local currency and amount value in this field. System fetches the local currency equivalent value for the LC amount from back office (with decimal places).</p>
<b>Back to Back LC</b>	<p>Read only field.</p> <p>Switch to  the option, if the back to back Import LC is issued.</p> <p>Switch to  the option, if back to back LC is not applicable.</p>
<b>Export LC Reference</b>	<p>Specify the export LC reference or click <b>Search</b> to search and select the underlying export LC reference number.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Export LC Available Amount</b>	<p>System displays the available amount under the Export LC.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Export LC Expiry Date</b>	<p>System displays the expiry date of the underlying export LC.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Export LC Shipment Date</b>	<p>System displays the latest shipment date of the underlying export LC.</p> <p>This field is appears , if you enable <b>Back to Back LC</b> field.</p>
<b>Auto Close</b>	<p>Switch to  the option, if Auto close is required for that transactions.</p> <p>Switch to  the option, if Auto close is not required for that transactions.</p>

**Table 2-7 (Cont.) Scrutiny - Main - LC Details - Field Description**

Field	Description
<b>Closure Date</b>	<p>Read only field.</p> <p>This field displays the “Closure Date” defaulted by the system, with the value “Expiry Date” + No of Closure days maintained in the respective Product in which the contract has been created.</p> <p>System automatically close the contract on the specified “Closure Date” if “Auto Close” is selected as “Yes” for the specific contract.</p> <p>User can modify the system defaulted “Closure Date” and system should validate the same for the below conditions,</p> <ul style="list-style-type: none"> <li>• Closure Date must be after the Issue Date.</li> <li>• Closure Date must be after the Expiry Date.</li> <li>• Closure Date cannot be blank, when the “Auto Close” is checked.</li> </ul>

**Audit**

This button provides information about user initiated the transaction, initiated date, stage wise detail and so on.

**Figure 2-9 Audit**

**Task Audit Trail Details**

Application No. PK2JILLI000063119    Branch Code PK2    Initiated Date 4/20/2022    Initiated By ATEST11

Process Name Import LC Issuance Islamic

S.No	Stage Name	Pickup Time	Completed Time	Completed By	Outcome
1	Registration	Thu, 07 Nov 2024 06:46:45 GMT	Thu, 07 Nov 2024 07:39:22 GMT	ATEST11	PROCEED

Close

**2. Click Next.**

The task will move to next data segment.

For more information on **Main Details** Action buttons, refer to below table:

**Table 2-8 Main Details - Action Buttons - Field Description**

Field	Description
<b>Clarification Details</b>	Click to open a detailed screen, user can see the clarification details in the window and the status will be clarification requested.

Table 2-8 (Cont.) Main Details - Action Buttons - Field Description

Field	Description
<b>Documents</b>	<p>Click to 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 LC issuance. 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 Instructions</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>Incoming Message</b>	<p>This button displays the multiple messages (MT760 + up to 7 MT761).</p> <p>In case of MT798, the User can click and view the MT798 message(770,700/701).</p>
<b>Signatures</b>	<p>Click the <b>Signatures</b> 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 available, system should display all the signatures.</p>
<b>Request Clarification</b>	Specify the clarification details for requests received online.



Table 2-8 (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.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Cancel</b>	<p>Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
<b>Save &amp; Close</b>	<p>Save the details provided and holds the task in 'My Task' queue for further update. 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>

## 2.3.2 Availability

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

Scrutiny user can scrutinize the Availability and Shipment request for Islamic Import LC. In case the request is received through online channel, the user can verify the details populated.

1. On **Availability** screen, specify the fields.

Figure 2-10 Availability

Import LC Issuance Islamic Scrutiny :: Application No:- PK2IIL1000004226

Documents Remarks Overrides Customer Instruction Incoming Message Signatures

Screen(2/6)

Main Availability Payment Additional Fields Additional Details Summary

**Availability**

▼ Availability Details

41a-Available with: HSBGGBZ5XXX

41a-Available By: BY NEGOTIATION

42C-Drafts At: SXWW

42a-Drawee:

42 P/M - Payment Details:

▼ Shipment Details

43P-Partial Shipments: ALLOWED

43T-Transshipment: ALLOWED

44A-Place of Taking In Charge: Mumbai

44E-Port of Loading:

44F-Port of Discharge: London

44B-Place of Final Destination:

44C-Latest Date of Shipment:

44D-Shipment Period:

Transport Mode:

Transport Details:

Additional Shipment Details:

▼ 45A Description of Goods and/or Services

INCO Terms: CIF

INCO Terms Description: Cost, Insurance and Freight (named)

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Total Amount	Action
MACHINE1	G	MACHINE AS PER ORDER N	2	£100.00	£200.00	[Edit] [Delete]

Audit Reject Refer Hold Cancel Save & Close Back Next

For more information on fields, refer to :

Table 2-9 Availability - Field Description

Field	Description
<b>Availability Details</b>	Specify the availability details based on the description of following table.
<b>Available with</b>	<p>Click <b>Search</b> to search and select the bank with which the credit is available, in case of Non - Online channel.</p> <ul style="list-style-type: none"> <li>If the LC is restricted to any particular bank, search the bank with SWIFT code (BIC) or Bank Name.</li> </ul> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address gets defaulted.</p> <ul style="list-style-type: none"> <li>If the LC is not restricted to any bank, provide free text - (YOURSELVES, WITH ANY BANK etc.).</li> </ul> <p>In case of Online channel, this field is read only.</p>

Table 2-9 (Cont.) Availability - Field Description

Field	Description
<b>Available By</b>	<p>Select the available by from the drop-down list, in case of Non - Online channel.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>BY NEGOTIATION</b></li> <li>• <b>BY PAYMENT</b></li> </ul> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p><b>Note</b></p> <p>If <b>BY PAYMENT</b> option is selected, payment at sight is applicable. It is applicable for Sight Type of product only.</p> </div> <p>In case of Online channel, this field is read only.</p>
<b>Drafts At</b>	<p>Specify the draft details.</p> <p>This field specifies the tenor of drafts to be drawn under the documentary credit.</p>
<b>Drawee</b>	<p>Click <b>Search</b> to search and select the Drawee bank (Advising bank or Confirming bank).</p> <p>This field will have value only if <b>Drafts At</b> field has values.</p> <ul style="list-style-type: none"> <li>• Search the bank with SWIFT code (BIC) or Bank Name.</li> </ul> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p><b>Note</b></p> <p>This field is mandatory if value is provided at Drafts At field</p> </div>
<b>Payment Details</b>	<p>Specify the payment details if, <b>Available By</b> field has value as <b>BY NEGOTIATION</b>.</p>
<b>Shipment Details.</b>	<p>Specify the shipment details based on the description of following table.</p>
<b>Partial Shipments</b>	<p>Select the partial shipment details from the drop-down list, in case of Non - Online channel.</p> <p>This field specifies whether or not partial shipments are allowed under the documentary credit.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Allowed</b></li> <li>• <b>Conditional</b></li> <li>• <b>Not Allowed</b></li> </ul> <p>In case of Online channel, this field is read only.</p>

Table 2-9 (Cont.) Availability - Field Description

Field	Description
<b>Transshipment</b>	<p>Select the transshipment details from the drop-down list, in case of Non - Online channel.</p> <p>This field specifies whether or not transshipment are allowed under the documentary credit.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Allowed</b></li> <li>• <b>Conditional</b></li> <li>• <b>Not Allowed</b></li> </ul> <p>In case of Online channel, this field is read only.</p>
<b>Place Of Taking In Charge</b>	<p>Specify the details of place of taking in charge (in case of a multi-modal transport document), the place of receipt (in case of a road, rail or inland waterway transport document or a courier or expedited delivery service document), the place of dispatch or the place of shipment to be indicated on the transport document for non-online channel.</p> <p>In case of Online channel, this field is read only.</p> <div> <p><b>Note</b></p> <p>This field is alternate to <b>Port Of Loading</b>. Any of these fields must have value and if both the fields has values, application will display an error message</p> </div>
<b>Port Of Loading</b>	<p>Specify the details of Port/Airport of Loading to be indicated on the transport document, in case of non-online channel.</p> <p>In case of Online channel, this field is read only.</p> <div> <p><b>Note</b></p> <p>This field is alternate to <b>Place Of Taking In Charge</b>. Any of these fields must have value and if both the fields has values, application will display an error message.</p> </div>
<b>Port Of Discharge</b>	<p>Specify the details of the port of discharge or airport of destination to be indicated on the transport document, in case of non-online channel.</p> <p>In case of Online channel, this field is read only.</p> <div> <p><b>Note</b></p> <p>This field is alternate to <b>Place Of Final Destination</b>. Any of these fields must have value and if both the fields has values, application will display an error message.</p> </div>

Table 2-9 (Cont.) Availability - Field Description

Field	Description
<b>Place Of Final Destination</b>	<p>Specify the details of Place of final destination or place of delivery to be indicated on the transport document, in case of non-online channel.</p> <p>In case of Online channel, this field is read only.</p> <div> <p><b>Note</b></p> <p>This field is alternate to <b>Port Of Discharge</b>. Any of these fields must have value and if both the fields has values, application will display an error message.</p> </div>
<b>Latest Date Of Shipment</b>	<p>Select the latest date for loading on board/dispatch/taking in charge.</p> <div> <p><b>Note</b></p> <p>This field is alternate to <b>Shipment Period</b>. Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.</p> </div>
<b>Shipment Period</b>	<p>Specify the details of shipment period.</p> <div> <p><b>Note</b></p> <p>This field is alternate to <b>Latest Date Of Shipment..</b> Latest date of shipment or shipment period must have value and if both the fields has values, application will display an error message.</p> </div>
<b>Transport Mode</b>	<p>Select the transportation mode.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Air</b></li> <li>• <b>Sea</b></li> <li>• <b>Road</b></li> <li>• <b>Rail</b></li> <li>• <b>Multimodal</b></li> <li>• <b>Other</b></li> </ul>
<b>Transport Details</b>	Specify the transportation details of shipment.
<b>Additional Shipment Details</b>	Specify the transportation additional shipment details, if any.
<b>Description of Goods and/or Services</b>	Specify the description of goods and/or services based on the description of following table.
<b>INCO Terms</b>	<p>Click <b>Search</b> to search and select the INCO terms from the document received, in case of non-online channel.</p> <p>In case of Online channel, this field is read only.</p>

Table 2-9 (Cont.) Availability - Field Description

Field	Description
<b>INCO Terms Description</b>	System displays the description of the INCO term based on selected INCO Terms. Click + to add multiple description of goods and services.
<b>Goods Code</b>	Click <b>Search</b> to search and select the goods code. Once you select goods code, value will default in Goods Type and Goods Description.
<b>Goods Type</b>	This field displays the goods type depending on selected goods code.
<b>Goods Description</b>	The goods description is auto populated depending on selected goods code. The user can edit the goods description.
<b>No of Units</b>	Specify the number of units being imported or exported.
<b>Price per Unit</b>	Specify the value for price per unit.
<b>Total Amount</b>	System calculates the total price. In case of online request, the system should populate the total amount from incoming request. System validates that the total amount is equal to the value of the transaction (LC/Collection).
<b>Action</b>	Click Edit icon to edit the goods code. Click Delete icon to delete the goods code.

2. Click **Next**.

The task will move to next data segment.

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

Table 2-10 Availability - 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>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the LC issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.
<b>Overrides</b>	Click to view the overrides accepted by the user.

Table 2-10 (Cont.) Availability - Action Buttons - Field Description

Field	Description
<b>Customer Instructions</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>Incoming Message</b>	<p>This button displays the multiple messages.</p> <p>In case of MT798, the User can click and view the MT798 message(770,700/701).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
<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 available, system should display all the signatures.</p>
<b>Request Clarification</b>	<p>Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline</p>
<b>Save &amp; Close</b>	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
<b>Cancel</b>	<p>Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</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>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>

**Table 2-10 (Cont.) Availability - Action Buttons - Field Description**

Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.3.3 Payment Details

This topic provides the systematic instructions to initiate the payment scrutiny stage of import LC issuance - Islamic request.

1. On **Scrutiny - Payment** screen, specify the fields.

**Figure 2-11 Payment**

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

**Table 2-11 Payment - Field Description**

Field	Description
<b>Payment Details</b>	Specify the payment details.
<b>Special Payment conditions for beneficiary</b>	Specify the details of special payment condition to the beneficiary, if any, in case of online and non-online channels.



Table 2-11 (Cont.) Payment - Field Description

Field	Description
<b>Special Payment conditions for receiving bank</b>	Specify the details of special payment condition to receiving bank, if any, in case of online and non-online channels. This field specifies special payment conditions applicable to the receiving bank without disclosure to the beneficiary, for example, post-financing request/conditions for receiving bank only.
<b>Period for Presentation</b>	Specify the event name in text along with the number of days in number, if the period of presentation is based on any event other than shipment, in case of non-online channel. In case of Online channel, this field is read only.
<b>Confirmation Instructions</b>	Select the confirmation instruction for the LC from the list, in case of non-online channels. The options are: <ul style="list-style-type: none"> <li>• CONFIRM</li> <li>• MAY ADD</li> <li>• WITHOUT</li> </ul> In case of Online channel, this field is read only.
<b>Requested Confirmation Party</b>	Select the requested confirmation party from the drop-down list in case of online and non-online channels. This field is enabled and mandatory if the <b>Confirmation Instructions</b> is <b>CONFIRM</b> or <b>MAY ADD</b> .
<b>Requested Confirmation Party</b>	Click <b>Search</b> to search and select the appropriate requested confirmation party, in case of online and non-online channels. This field is enabled if the <b>Confirmation Instructions</b> is <b>CONFIRM</b> or <b>MAY ADD</b> and <b>Requested Confirmation Party</b> is <b>Others</b> .
<b>Advise Through Bank</b>	Click <b>Search</b> to search and select the advise through bank, in case of Non - Online channel. Party type with banks must be displayed in look-up. Party type with banks will be displayed in look-up. <ul style="list-style-type: none"> <li>• SWIFT code (if available)</li> <li>• Name and address of the bank</li> </ul> On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted. In case of Online channel, update the details received..
<b>Instructions to P/A/N Bank</b>	Click <b>Search</b> to search and select the instructions to P/A/N Bank, in case of Non - Online channel. In case of Online channel, update the details received..
<b>Sender to Receiver Information</b>	Click <b>Search</b> to search and select the sender to receiver information, in case of Non - Online channel. In case of Online channel, update the details received..
<b>Charges</b>	Specify the charges details(FFT), in case of non-online channel. In case of Online channel, this field is read only.
<b>Reimbursement Authorization</b>	Specify the reimbursement authorization details based on the following table.

Table 2-11 (Cont.) Payment - Field Description

Field	Description
<b>Reimbursing Bank</b>	<p>If reimbursing bank is applicable user must update the field. Online Channel - Update the details received.</p> <p>Non Online Channel - Click <b>Search</b> icon and select the reimbursing bank, from the look-up. Party type with banks will be displayed in look-up.</p> <ul style="list-style-type: none"> <li>• SWIFT code (if available),</li> <li>• Name and address of the bank</li> </ul> <p>On selection of the record if SWIFT code is available, then SWIFT code will be defaulted. If SWIFT code is not available then the bank's name and address to be defaulted.</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p><b>Note</b></p> <p>a. In case the selected Bank is not RMA Compliant, the system prompts the user to use a different advising bank or use non SWIFT Media to transmit the LC and displays error message "RMA arrangement not available, please change the bank or use MAIL Medium".</p> <p>b. If the party is blacklisted the system displays a warning message.</p> </div>
<b>Reimbursing Bank Charge Type</b>	<p>Select the reimbursing bank charge type. The options are:</p> <ul style="list-style-type: none"> <li>• Claimants - Select this option, if the charges are to be claimed from Beneficiary</li> <li>• Ours - Select this option, if the charges are to be borne by Applicant</li> </ul> <p>This field should be enabled only if <b>Reimbursing Bank</b> field has value.</p>
<b>Reimbursing Bank Charge Details</b>	<p>Specify the additional details about reimbursing bank charges. This field should be enabled only if <b>Reimbursing Bank</b> field has value.</p>
<b>Sender to Receiver Information-MT740</b>	<p>Click <b>Search</b> icon and select the FFT maintained for MT740 and change the description if required.</p>

2. Click **Next**.

The task will move to next data segment. For more information on action button refer to the field description table below:

Table 2-12 Payment - Action Buttons - Field Description

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

Table 2-12 (Cont.) Payment - Action Buttons - Field Description

Field	Description
<b>Documents</b>	<p>Click to 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 lc issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, 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>Incoming Message</b>	<p>This button displays the multiple messages.</p> <p>In case of MT798, the User can click and view the MT798 message(770,700/701).</p>
<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 available, system should display all the signatures.</p>
<b>Request Clarification</b>	Submit the request for clarification to the “Trade Finance Portal” for the transactions initiated offline
<b>Save &amp; Close</b>	Save the details provided and holds the task in ‘My Task’ queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in ‘My Task’ queue.
<b>Hold</b>	<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>

Table 2-12 (Cont.) Payment - 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>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.3.4 Additional Fields

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

Banks can configure user defined fields as per their requirement in the additional fields screen.

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

Figure 2-12 Additional Fields

2. Click **Next**.

The task will move to next data segment. For more information on action buttons, refer to the field description table below.

Table 2-13 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>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the LC Issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.
<b>Overrides</b>	Click to view the overrides accepted by the user.

Table 2-13 (Cont.) Additional Fields - Action Buttons - Field Description

Field	Description
<b>Customer Instructions</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>Incoming Message</b>	<p>This button displays the multiple messages.</p> <p>In case of MT798, the User can click and view the MT798 message(770,700/701).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
<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 available, system should display all the signatures.</p>
<b>Request Clarification</b>	<p>Submit the request for clarification to the "Trade Finance Portal" for the transactions initiated offline</p>
<b>Save &amp; Close</b>	<p>Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.</p>
<b>Cancel</b>	<p>Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</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>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>


**Table 2-13 (Cont.) Additional Fields - Action Buttons - Field Description**

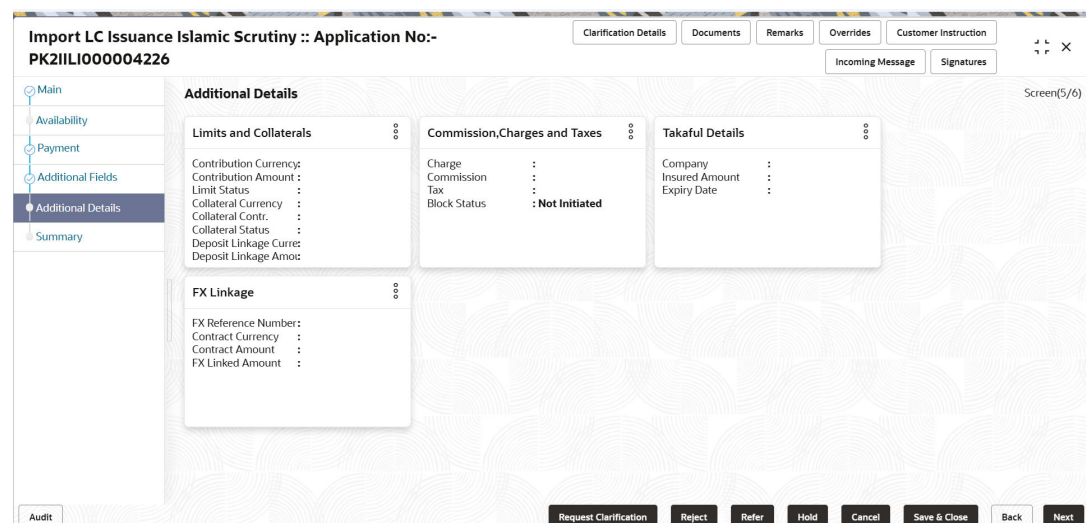
Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.3.5 Additional Details

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

They user can verify/input/update the additional details Data Segment of the Import LC Issuance Islamic request. As part of Additional details section, LC may have impact on the Limits, Collaterals and Charge section.

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

**Figure 2-13 Additional Details**


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

### Limits and Collaterals

Provide the Limit Details based on the description in the following table.

**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	Edit	Delete
001044	Facility				100	GBP	100			001044	

▼

**Cash Collateral Details**

Collateral Percentage:

Collateral Currency and amount:

Exchange Rate:

Sequence Number	Settlement Account Currency	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount in Account Currency	Account Balance Check Response	Response Message	Edit	Delete
1	USD	PK20010440	2.5	100	20	\$50.00	VS	The amount	1	

▼ Deposit Linkage Details

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

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Figure 2-14 Limit Details

Limit Details

Customer Id

001044

Linkage Type

Facility

Contribution %

100.0

Liability Number

001044

Contribution Currency

USD

Line Id/Linkage Ref No

001044\_US

Limit/Liability Currency

USD

Limits Description

Limit Check Response

Available

Amount to Earmark

\$10.00

Expiry Date

Limit Available Amount

\$999,378,010.18

Response Message

Balance available of USD  
999378010.18

ELCM Reference Number

Verify

Save & Close

Close

Figure 2-15 Collateral Details

Collateral Details

Total Collateral Amount

£20.00

Collateral Amount to be Collected

£20.00

Sequence Number

1.0

Collateral Split %

100.0

Collateral Contribution Amount

£20.00

Settlement Account

PK20010440019

Settlement Account Currency

USD

Exchange Rate

2.5

### Deposit Linkage Details

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.

**Figure 2-16 Deposit Linkage Details**

**Deposit Linkage Details**

Customer Id: 001044

Deposit Account: PK2CDP1221100002

Deposit Branch: PK2

Deposit Available Amount: GBP £15,408.72

Deposit Maturity Date: April 20, 2023

Exchange Rate: 1

Deposit Available In Transaction Currency: GBP 15,408.72

Linkage Percentage %: 67.0

Linkage Amount(Transaction Currency): GBP £67.00

Buttons: Save & Close, Close

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

**Table 2-14 Limits and Collaterals - Field Description**

Field	Description
<b>Limit Details</b>	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. The user can change the Customer ID.
<b>Linkage Type</b>	Select the linkage type. Linkage type can be: <ul style="list-style-type: none"> <li>Facility</li> <li>Liability</li> </ul> By default Linkage Type should be <b>Facility</b> .

Table 2-14 (Cont.) Limits and Collaterals - Field Description

Field	Description
<b>Contribution %</b>	<p>System defaults this field to 100%. User can modify this value. If contribution is more than 100%, system displays an alert message, if modified.</p> <p>Once contribution % is provided, system defaults the amount.</p> <p>System validates 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>	<p>Read only field.</p> <p>This field displays the contribution currency.</p>
<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 list.</p> <p>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>	<p>Read only field.</p> <p>This field displays the limit currency, when the user select the <b>Liability Number</b>.</p>
<b>Limits Description</b>	<p>Read only field.</p> <p>This field displays the limits description.</p>
<b>Limit Check Response</b>	<p>Read only field. This field displays the limit check response. 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>

Table 2-14 (Cont.) Limits and Collaterals - Field Description

Field	Description
<b>Amount to Earmark</b>	This field defaults the amount to earmark. Contribution amount will default based on the contribution %. User can change the value.
<b>Expiry Date</b>	Read only field. This field displays the date up to which the Line is valid.
<b>Limit Available Amount</b>	Read only field. 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>	Read only field. 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>	Read only field. 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.
<b>Edit</b>	Click the link to edit the <b>Limit Details</b> .
<b>Cash Collateral Details</b>	Specify the Collateral details based on the description of following table:
<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.  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>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. System validates for the Override Limit and the Stop limit if defaulted exchange rate is modified.
<b>Collateral Details</b>	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.

Table 2-14 (Cont.) Limits and Collaterals - Field Description

Field	Description
<b>Collateral Split %</b>	Specify the collateral split% to be collected against the selected settlement account.
<b>Collateral Contribution Amount</b>	Specify the collateral amount to be collected against the selected settlement account. User can either provide the collateral % where the collateral amount will be auto populated or modifying the collateral amount will auto correct the collateral %.
<b>Settlement Account</b>	Click <b>Search</b> to search and select the settlement account for the collateral.
<b>Settlement Account Currency</b>	Read only field. This field displays the settlement account currency defaulted by the system.
<b>Exchange Rate</b>	Read only field. This field displays the exchange rate, if the settlement account currency is different from the collateral currency.
<b>Contribution Amount in Account Currency</b>	Read only field. This field displays the contribution amount in the settlement account currency as defaulted by the system.
<b>Account Available Amount</b>	Read only field. System populates the account available amount on clicking the <b>Verify</b> button.
<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</b>	Click to to save and close the record.
<b>Close</b>	Click to cancel the entry.
<b>Cash Collateral Details grid</b>	Below fields appear in the along with the above fields.
<b>Contribution Amount</b>	This field displays the collateral contribution amount. The collateral % maintained for the customer is defaulted into the Collateral Details screen. If collateral % is not maintained for the customer, then system should default the collateral % maintained for the product. User can modify the defaulted collateral percentage, in which case system should display a override message "Defaulted Collateral Percentage modified.
<b>Account Balance Check Response</b>	This field displays the account balance check response.
<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>	Specify the deposit linkage details based on the description of following table: 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.

Table 2-14 (Cont.) Limits and Collaterals - Field Description

Field	Description
<b>Deposit Linkage Details</b> pop-up screen	Click plus icon to add new deposit linkage details. Below fields are displayed on the <b>Deposit Linkage Details</b> pop-up screen, if the user clicks plus icon.
<b>Customer Id</b>	This field displays the defaulted from the application. The user can change the Customer ID.
<b>Deposit Account</b>	Click <b>Search</b> to search and select deposit for linkage from the list of all the customer Deposits.  All the Deposits of the customer should be listed in the LOV search. User should be able to select the deposit for linkage.
<b>Deposit Branch</b>	Read only field. This field displays the deposit branch which will be auto-populated based on the deposit account selection.
<b>Deposit Available Amount</b>	Read only field. 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>	Read only field. This field displays the maturity date of deposit based on the deposit account selection.
<b>Exchange Rate</b>	Read only field. 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>	Read only field. This field displays the deposit amount available, after exchange rate conversion, if applicable.
<b>Linkage Percentage %</b>	Specify the value for linkage percentage.
<b>Linkage Amount (Transaction Currency)</b>	This field displays the transaction amount, user can change the value.  System validates the linking amount with available Deposit balance and should not allow to link more than the available amount.
<b>Deposit Details</b> grid	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.
<b>Edit</b>	Click edit link to edit the deposit linkage details.

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

### Commission, Charges and Taxes Details

This section displays charge details. 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. The system also default the Charges/Commission Party maintained for the customer as per defined Class Maintenance in OBTF. System simulates the Charges, Commission and Tax details from

the Back office.

**Commission, Charges and taxes**

Recalculate
Re-default

**Commission Details**

Component	Rate	Mod. Rate	CCY	Amount	Modified	Defer	Waive	Split	Charge Party	Settl. Account	Amend
AILSN_COMM	1.25		GBP	£500.00		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	GOODCARE PLC		Yes
AILUN_COM2	1.25		GBP	£10.42		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	GOODCARE PLC		Yes

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1
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**Charge Details**

Component	Tag currency	Tag Amount	CCY	Amount	Modified	Billing	Defer	Waive	Split	Charge Party	Settl. Account
LCCOURISS	GBP	10000	GBP	£121.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
LCSWIFTIS	GBP	10000	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
OTHBNKCHG	GBP	10000	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
RATECLASS	GBP	10000	GBP	£300.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017

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1
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**Tax Details**

Component	Type	Value Date	CCY	Amount	Billing	Defer	Settl. Account
LCTAX	WITHHOLDING	April 20, 2022	GBP	£800.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX1	WITHHOLDING	April 20, 2022	GBP	£4.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX2	WITHHOLDING	April 20, 2022	GBP	£25.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017

**Split Settlement**

select
Component
Currency
Amount

No data to display.

Page 1 (0 of 0 items)
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1
>|

**Split Settlement Details**

Sequence	Component	Amount	Percentage	Branch	Account Currency	Account	Exchange Rate	Original Exchange Rate	Party Type	Customer	AR-AP Tracking	Loan/Finance Account	Net Rat
No data to display.													

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Save & Close
Cancel

Figure 2-17 Split Settlement Details

Split Settlement Details

Component

AILSN\_COM1\_LIQD\_S01

Customer

001044-APP

Account

PK20010440017

Branch

PK2

Exchange Rate

1

Party Type

APP

AR-AP Tracking

Negotiation Rate

Amount

122.5

GL Account

Account Currency

GBP

Percentage

50.00

Original Exchange Rate

1

Negotiation Reference

Loan/Finance Account

N

Save & Close

Close

Fetch Exchange Rate

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

Table 2-15 Commission, Charges and Taxes - Field Description

Field	Description
Commission Details	This section displays the commission details. By default, all the charges, commission and margin are collected from the counter-party.
Component	Displays the commission component.



Table 2-15 (Cont.) Commission, Charges and Taxes - Field Description





Field	Description
<b>Rate</b>	Displays the rate that is defaulted from product. The commission rate, if available in Back Office defaults in OBTFPM. The user is able to change the rate.  If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.
<b>Mod. Rate</b>	From the default value, if the rate is changed the value gets updated in this field.
<b>Currency</b>	Displays the currency in which the commission have to be collected.
<b>Amount</b>	Displays the amount that is maintained under the product code. The commission rate, if available in Back Office defaults in OBTFPM. 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 OBTFPM.  If flat commission is applicable, then commission amount defaulted from back office is modifiable by the user. Rate field will be blank and the user cannot modify the Rate field.
<b>Modified</b>	From the default value, if the amount is changed, the value gets updated in the modified amount field.
<b>Defer</b>	Switch to  for charges/commissions has to be deferred and collected at any future step.
<b>Waive</b>	Switch to  to waive the charges/commissions. Based on the customer maintenance, the charges/commission can be marked for Billing or Defer.  If the defaulted Commission is changed to defer or billing or waive, system must capture the user details and the modification details in the 'Remarks' place holder.
<b>Split</b>	Switch to  for splitting the Commission.  Switch to  if splitting of commission is not required.
<b>Charge Party</b>	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
<b>Settl. Account</b>	The settlement account.
<b>Amend</b>	Displays if the field is amendable or not.
<b>Charge Details</b>	This section displays the charge details.
<b>Component</b>	Displays the charge component type.
<b>Tag Currency</b>	Displays the tag currency in which the charges have to be collected.
<b>Tag Amount</b>	Displays the tag amount that is maintained under the product code.
<b>Currency</b>	Displays the currency in which the charges have to be collected.
<b>Amount</b>	This field displays the amount that is maintained under the product code.
<b>Modified</b>	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.

Table 2-15 (Cont.) Commission, Charges and Taxes - Field Description















Field	Description
<b>Billing</b>	 <p>Switch to  to make the details available for billing engine for further processing, if charges are handled by separate billing engine. 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 OBTFPM.</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>Switch to  to defer the charges and collect at any future step. On simulation of charges/commission from Back Office, if any of the Charges/Commission component for the customer is AR-AP tracking enabled, 'Defer' toggle for that component should be automatically checked in OBTFPM.</p> <p>The user can 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>Switch to  to waive the charges. 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>Split</b>	 <p>Switch to  for splitting the Commission.</p>  <p>Switch to , if splitting of commission is not required.</p>
<b>Charge Party</b>	Displays the charge party. By default the charge party is 'Applicant'.
<b>Settlement Account</b>	Click <b>Search</b> icon to search and select the settlement account.
<b>Tax Details</b>	<p>This section displays the tax details.</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>	Displays the tax component.
<b>Type</b>	Displays the type of tax component.
<b>Value Date</b>	Displays the value date of tax component.
<b>Ccy</b>	<p>Displays the currency in which the tax have to be collected.</p> <p>The tax currency is the same as the commission.</p>
<b>Amount</b>	<p>Displays the tax amount based on the percentage of commission maintained.</p> <p>The user can edit the tax amount, if applicable.</p>
<b>Billing</b>	 <p>Switch to  to make the details available for billing engine for further processing, if taxes are handled by separate billing engine.</p> <p>This field is disabled, if 'Defer' toggle is enabled.</p>

Table 2-15 (Cont.) Commission, Charges and Taxes - Field Description

Field	Description
<b>Defer</b>	<p>Switch to  to defer the taxes and collect at any future step.</p> <p>Switch to  if you do not want to defer the taxes.</p> <p>On disabling the user has to click on 'Recalculate' charges button for re-simulation.</p>
<b>Settl. Account</b>	System defaults the settlement account. The user can modify the settlement account.
<b>Split Settlement</b>	<p>This section displays the Split Settlement.</p> <p>This section is displayed if the user clicks on the Recalculate button to fetch the Split Settlement details from Backoffice.</p> <p>The default parties in Split row should be fetched from OBTF.</p>
<b>Select</b>	The option to select the split settlement record.
<b>Component</b>	Displays the split component type eligible for Split .
<b>Currency</b>	Displays the currency of split settlement.
<b>Amount</b>	Displays the amount of split settlement.
<b>Split Settlement Details</b>	This section displays the Split Settlement details. Split Settlement details section appears from Back office, when the user clicks on the Recalculate button.
<b>Sequence</b>	Displays the sequence number is auto populated with the value, generated by the system.
<b>Component</b>	Displays the split component type eligible for Split.
<b>Amount</b>	<p>The system splits the respective Charge/Commission amount automatically between counter party and third party with 50% value by default.</p> <p>The bank user can modify the amount.</p> <p>More than two splits are not allowed.</p>
<b>Customer</b>	Indicates the ID of the Customer in Split Settlement Details section.
<b>GL Account</b>	The system defaults the GL account.
<b>Account</b>	<p>The system defaults the Settlement account.</p> <p>User can modify the settlement account. System initiates a call to common core tables within OBTFPM to select the account.</p>
<b>Account Currency</b>	This field defaults the currency of the account.
<b>Branch</b>	Indicates the branch of the customer where transaction is getting processed.
<b>Percentage</b>	<p>The system splits the respective Charge/Commission percentage automatically between counter party and third party with 50% value by default.</p> <p>More than two splits are not allowed.</p> <p>The bank user can modify the amount.</p> <p>The system should validate that the total percentage of each component doesn't exceed 100 and the total amount of each component doesn't exceed total component amount.</p>
<b>Exchange Rate</b>	System populates the exchange rate maintained.
<b>Original Exchange Rate</b>	Displays the Original Exchange Rate as simulated in split settlement details section.
<b>Party Type</b>	Displays the party type in split settlement details section.
<b>Negotiation Reference</b>	Specify the negotiation reference number.

**Table 2-15 (Cont.) Commission, Charges and Taxes - Field Description**

Field	Description
<b>AR-AP Tracking</b>	Indicates to defer the charge/ commission in Split Settlement Details section. The user can modify the AR-AP Tracking flag as per the requirements.
<b>Loan/Finance Account</b>	Displays the loan account.
<b>Negotiation Rate</b>	Displays the negotiation rate.
<b>Negotiation Reference</b>	Displays the negotiation reference.

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

### Takaful Details

The user can enter and view the Insurance details if the Insurance policy is applicable for the transaction.

Provide the Insurance details based on the description in the following table.

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

**Table 2-16 Takaful Details - Field Description**

Field	Description
<b>Code</b>	Click <b>Search</b> icon to search and select insurance company code.
<b>Company Name</b>	This field displays the insurance company name as per the selected company code.
<b>Company Address</b>	This field displays the insurance company address details as per the selected company code.
<b>Policy Number</b>	Click <b>Search</b> icon to search and select the policy number of the insurance. If the user selects the policy number, the company details and the policy details are populated. If the user does not select the Policy number, then only the company details are saved in the contract, user has to enter all other fields.

**Table 2-16 (Cont.) Takaful Details - Field Description**

Field	Description
<b>Open Policy</b>	Read only field. If enabled, this field denotes whether the policy is an open policy.
<b>Cover Date</b>	The cover date of the policy.
<b>Expiry Date</b>	The Expiry Date of the Policy. System displays an override if the policy is expired.
<b>Insurance Amount</b>	The insurance amount for the policy.
<b>Utilized Amount</b>	This field displays the utilized amount, if the policy is an Open Policy.

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

### FX Linkage

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

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

Following are the features of FX Linkage in BC.

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

FX Linkage

FX Linkage

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

Page 1 of 1 (1 of 1 items)

Average FX Rate  
0

Save & Close

Cancel

Figure 2-18 FX Linkage Details

FX Linkage

FX Reference Number

000FNDF20076A9N9

Currency

USD

Contract Amount

USD

\$4,000.00

Available FX Contract Amount

USD

\$4,000.00

Linkage Amount

USD

\$4,000.00

Rate

1.35

FX Amount in Local Currency

£2,962.96

FX Expiry Date

March 19, 2020

FX Delivery Period From

FX Delivery Period To

Save & Close

Close

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

Table 2-17 FX Linkage - Field Description

Field	Description
<b>FX Linkage</b> pop-up screen	Click + to add multiple <b>FX Details</b> . Below fields are displayed on the <b>FX Linkage</b> pop-up screen, if the user clicks the plus icon.
<b>FX Reference Number</b>	Click <b>Search</b> to search and select the FX contract reference number. On select and save and close, system defaults the available amount, bot currency, sold currency and rate. Forward FX Linkage available for selection at bill would be as follows, <ul style="list-style-type: none"> <li>Counterparty of the FX contract should be the counterparty of the Bill contract.</li> <li>Active Forward FX transactions authorized not marked for auto liquidation.</li> </ul> Bill contract currency should be BOT currency of the FX transaction in case of an export Bill or the SOLD currency in case of an Import Bill.
<b>Currency</b>	Read only field. This field displays the FX SOLD currency from the linked FX contract.
<b>Contract Amount</b>	This field displays the FX SOLD currency and Amount. The user can change the currency.
<b>Available FX Contract Amount</b>	Read only field. This field displays the available FX contract amount. The value is from the "Available Amount" in FXDLINKG screen in OBTR. Available Amount SOLD currency and Amount is displayed.
<b>Linkage Amount</b>	System defaults the amount available for linkage. The Linkage amount should default the LC Contract Currency and allowed to change the linkage amount alone. The validation "Sum of Linked amount will not be greater than contract amount" or "Linkage amount will not be greater than the available amount for linkage" should be triggered on save of the FX linkage screen when trying to link the single FX or multiple FX.
<b>Rate</b>	Read only field. This field displays the rate at which the contract is booked.
<b>FX Amount in Local Currency</b>	Read only field. This field displays the FX amount in local currency. The value is defaulted as FX BOT currency and Amount from FXDTRONL
<b>FX Expiry Date</b>	Read only field. This field displays the expiry date from the linked FX contract.
<b>FX Delivery Period - From</b>	Read only field. This field displays the date from which the contract is valid for utilization.
<b>FX Delivery Period - To</b>	Read only field. This field displays the date to which the contract is valid for utilization.
<b>FX Linkage grid</b>	Below fields appear in the FX linkage grid along with the above fields.
<b>Bought Currency</b>	Read only field. This field displays the currency from the linked FX contract.
<b>Sold Currency</b>	Read only field. This field displays the currency from the linked FX contract.

Table 2-17 (Cont.) FX Linkage - Field Description

Field	Description
<b>Available Contract Amount</b>	Read only field. Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.
<b>Linked Amount</b>	Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.
<b>Total Utilized Amount</b>	Read only field. This field displays the total amount utilized against the corresponding linked FX. On query, both Utilized and Total Utilized amount holds the amount of latest version. The value is Total Utilized Amount SOLD currency and Amount for Import LC/Guarantee Issuance from FXDLINKG .
<b>Average FX Rate</b>	Read only field. Multiple forward FX contract could be linked, and exchange rate of FX contract vary from each. Hence, effective exchange rate for bill would be arrived using weighted average method and it is utilized during purchase/negotiation/discount or liquidation of the bill. This will be populated in the Average FX Rate.
<b>Action</b>	Click Edit icon to edit the FX details.  Click Delete icon to delete the FX details.

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

7. **Next.**

The task will move to next data segment.

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

Table 2-18 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>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the LC Issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.



Table 2-18 (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
<b>Checklist</b>	Click to view the list of items that needs to be completed and acknowledge. If mandatory checklist items are not selected, system will display an error on submit.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, 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>Incoming Message</b>	This button displays the multiple messages. In case of MT798, the User can click and view the MT798 message(770,700/701). In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
<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 available, system should display all the signatures.
<b>Request Clarification</b>	Submit the request for clarification to the “Trade Finance Portal” for the transactions initiated offline
<b>Save &amp; Close</b>	Save the details provided and holds the task in ‘My Task’ queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in ‘My Task’ queue.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

Table 2-18 (Cont.) Additional Details - Action Buttons - Field Description


Field	Description
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.3.6 Summary

This topic provides the systematic instructions to view the summary of Islamic Import LC Issuance process.

User can review the summary of details updated in Scrutiny Islamic Import LC Issuance request.

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

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

The **Summary** screen is displayed:

Figure 2-19 Summary

**Import LC Issuance Islamic Scrutiny :: Application No:- PK2IIL000004226**

Summary

Main	Availability	Payment
Form of LC : <b>IRREVOCABLE</b>	Available With :	Period of Present. :
Submission Mode : <b>Desk</b>	Available By :	Confirmation Instr. : <b>CONFIRM</b>
Date of Issue : <b>2022-04-20</b>	Port of Loading :	
	Port of Discharge :	

Additional Fields	Revolving Details	Limits and Collaterals
Click here to view Additional fields :	Revolving : <b>NO</b>	Contribution Currency :
	Revolving In :	Amount to Earmark :
	Revolving Frequency :	Limit Status : <b>Not Verified</b>
		Collateral Currency :
		Collateral Contr. :
		Collateral Status : <b>Not Verified</b>
		Deposit Linkage Currency :
		Deposit Linkage Amount :

Commission, Charges and Taxes	Takaful Details	FX Linkage
Charge :	Company :	Reference Number :
Commission :	Insured Amount :	Linkage Amount :
Tax :	Expiry Date :	Contract Currency :
Block Status : <b>Not Initiated</b>		

Audit

Request Clarification Reject Refer Hold Cancel Save & Close Back Submit

#### Tiles displayed in Summary

- Main Details - User can view the application and LC details and modify the details if required.
- Availability - User can view and modify availability and shipment details, if required.
- Payment - User can view and modify all details related to payments, if required.
- Additional Fields - User can view the details of additional fields.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes - User can view and modify commission, charge and tax details, if required.
- Takaful Details - User can view and modify takaful details, if required.
- FX Linkage - User can view and modify the details of FX Linkage, if required.

#### 2. Click **Submit**.

The task will move to next logical stage.

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

Table 2-19 Summary - Action Buttons - Field Description

Field	Description
<b>Clarification Details</b>	Click to open a detailed screen, user can see the clarification details in the window and the status will be clarification requested.
<b>Documents</b>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
<b>Remarks</b>	Specify any additional information regarding the LC Issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instructions</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, 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>Incoming Message</b>	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
<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 available, system should display all the signatures.
<b>Request Clarification</b>	System displays the detailed screen appears, user enters the information and clicks <b>Save</b> , the information should be sent to customer.

Table 2-19 (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 Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in ' <b>My Task</b> ' queue.
<b>Save &amp; Close</b>	Save the details provided and holds the task in ' <b>My Task</b> ' queue for further update. This option will not submit the request.
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Submit</b>	Task will get moved to next logical stage of Import LC issuance - Islamic. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. In case of duplicate documents' system will terminate the process after handing off the details to back office.

## 2.4 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of import LC issuance - Islamic request.

On successful completion of Registration of an Import LC Issuance, the task moves to Data Enrichment stage. As part of Data Enrichment, user can enter/update basic details of the incoming request.

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

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

The **Free Tasks** screen is displayed.

**Figure 2-20 Free Tasks**

<input type="checkbox"/>	Acquire and Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Acquire and Edit	Medium	Import LC Issuance Isl...	PK2IIL000004226	PK2IIL000004226	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Islamic Export LC Tran...	PK2IETB000063147	PK2IETB000063147	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Islamic Export LC Tran...	PK2IELT000063144	PK2IELT000063144	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Advise Islamic	PK2IELA000063143	PK2IELA000063143	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Common Group Mess...	PK2CGRM000063129	PK2CGRM000063129	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Common Group Mess...	PK2CGRM000063127	PK2CGRM000063127	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export Documentary ...	PK2EDCB000063118	PK2EDCB000063118	Sanction Check Exceptiona...	
<input type="checkbox"/>	Acquire and Edit	Medium	Guarantee Advise Am...	PK2GTAA000063112	PK2GTAA000063112	DataEnrichment	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Transfer Ca...	PK2ELCT000063101	PK2ELCT000063101	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Common Group Mess...	PK2CGRM000063097	PK2CGRM000063097	Handoff RetryTask	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Common Group Mess...	PK2CGRM000063098	PK2CGRM000063098	MessageGeneration	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Advise	PK2ELCA000050630	PK2ELCA000050630	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Acquire and Edit	Medium	Export LC Advise	PK2ELCA000008632	PK2ELCA000008632	Approval Task Level 1	22-04-20

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 scrutinize the registered task.

<input type="checkbox"/>	Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date
<input checked="" type="checkbox"/>	Edit	Medium	Import LC Issuance Isl...	PK2IIL000004226	PK2IIL000004226	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Issuance	PK2ILCI000063140	PK2ILCI000063140	Registration	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA000008146	PK2IELA000008146	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Edit	Medium	Import LC Issuance	PK2ILCI000001257	PK2ILCI000001257	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA000062996	PK2IELA000062996	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Advise Islamic	PK2IELA000062997	PK2IELA000062997	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Drawing	PK2ELCD000063038	PK2ELCD000063038	Scrutiny	22-04-20
<input type="checkbox"/>	Edit	Medium	Export LC Transfer Clo...	PK2IELT000062981	PK2IELT000062981	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI000062954	PK2ILCI000062954	Scrutiny	22-04-20
<input type="checkbox"/>	Edit	High	Import LC Issuance	PK2ILCI000005595	PK2ILCI000005595	DataEnrichment	22-04-20
<input type="checkbox"/>	Edit	Medium	Guarantee SBLC Advis...	PK2GADC000062548	PK2GADC000062548	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Edit	Medium	Guarantee SBLC Advis...	PK2IGAC000062622	PK2IGAC000062622	Approval Task Level 1	22-04-20
<input type="checkbox"/>	Edit	Medium	Guarantee Advise Clai...	PK2IGCA000061919	PK2IGCA000061919	DataEnrichment	22-04-20

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

- [Main Details](#)  
This topic provides the systematic instructions to initiate data enrichment main details of import LC issuance Islamic request.
- [Availability](#)  
This topic provides the systematic instructions to capture the availability details.

- [Payment](#)  
This topic provides the systematic instructions to initiate the payment data enrichment stage of import LC issuance - Islamic request.
- [Documents and Conditions](#)  
This topic provides the systematic instructions to capture the details of the documents received.
- [Additional Fields](#)  
This topic provides the systematic instructions to capture the additional fields.
- [Advices](#)  
This topic provides the systematic instructions to capture the advices details.
- [Additional Details](#)  
This topic provides the systematic instructions to capture the additional details.
- [Settlement Details](#)  
This topic provides the systematic instructions to capture the settlement details of Import LC issuance - Islamic request.
- [Summary](#)  
This topic provides the systematic instructions to view the summary of Import LC Issuance - Islamic request.

## 2.4.1 Main Details

This topic provides the systematic instructions to initiate data enrichment main details of import LC issuance Islamic request.

Main details section has two sub section as follows:

- Application Details
- LC Details

### Application Details

All fields displayed under Application details section are read only except for the **Priority** and **Customer Reference Number**. For more information on the fields, refer Application Details of [Registration](#) stage.

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



Figure 2-21 Data Enrichment - Main Details

**Import LC Issuance Islamic DataEnrichment :: Application No:- PK2IIL1000004226**

Documents Remarks Overrides Customer Instruction Incoming Message Signatures Screen(1/9)

**Main**

**Application Details**

Received From Party: Applicant  
Received From - Customer ID: 001044  
Received From - Customer Name: GOODCARE PLC  
Branch: PK2-Oracle Banking Trade Fina  
Priority: Medium  
Submission Mode: Desk  
32B - Currency Code, Amount: GBP £1,122.00  
Process Reference Number: PK2IIL1000004226  
Customer Reference Number:   
Application Date: April 20, 2022  
Copy LC:   
Template Name:   
**LC Details**

Revolving: ☐  
Advising Bank: 6479755 CIF8541625  
23 - Reference To Pre-Advice:   
31D - Place of Expiry: LN  
39A - Percentage Credit Amount Tolerance: 0 / 0  
Amount In Local Currency: GBP £1,122.00  
**LC Type**  
 40A - Form of Documentary Credit: IRREVOCABLE  
 31C - Date of Issue: April 20, 2022  
 51A - Applicant Bank:   
 Limits/Collateral Required: ☐  
 Back to Back LC: ☐  
**Product Code**  
 ILIN  
 20 - Documentary Credit Number: PK2ILIN221104019  
 40E - Applicable Rules: UCP LATEST VERSION  
 Applicant: 001044 GOODCARE  
 39C - Additional Amount Covered:   
 Auto Close: ☐  
**Product Description**  
 Islamic Import LC - Sight Non Revolv  
 User Reference Number: PK2ILIN221104019  
 31D - Date of Expiry: December 31, 2023  
 Beneficiary: 001043 MARKS AN  
 Accountee:   
 Closure Date:   
 Audit Reject Refer Hold Cancel Save & Close Next

## LC Details

The fields listed under this section are same as the fields listed under the LC Details section in Registration. For more information on the fields, refer to LC Details of [Registration](#). During Registration, if user has not captured input, then user can capture the details in this section.

Figure 2-22 LC Details

**LC Details**

Revolving: ☐  
Advising Bank: 6479755 CIF8541625  
23 - Reference To Pre-Advice:   
31D - Place of Expiry: LN  
39A - Percentage Credit Amount Tolerance: 0 / 0  
Amount In Local Currency: GBP £1,122.00  
**LC Type**  
 Sight  
 40A - Form of Documentary Credit: IRREVOCABLE  
 31C - Date of Issue: April 20, 2022  
 51A - Applicant Bank:   
 Limits/Collateral Required: ☐  
 Back to Back LC: ☐  
**Product Code**  
 ILIN  
 20 - Documentary Credit Number: PK2ILIN221104019  
 40E - Applicable Rules: UCP LATEST VERSION  
 Applicant: 001044 GOODCARE  
 39C - Additional Amount Covered:   
 Auto Close: ☐  
**Product Description**  
 Islamic Import LC - Sight Non Revolv  
 User Reference Number: PK2ILIN221104019  
 31D - Date of Expiry: December 31, 2023  
 Beneficiary: 001043 MARKS AN  
 Accountee:   
 Closure Date:   
 Audit Reject Refer Hold Cancel Save & Close Next

## 2. Click Next.

The task will move to next data segment.

For more information on **Main Details - Action** fields, refer to [Table 2-8](#).



## 2.4.2 Availability

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

User can enter/update Availability, Shipment and Goods details of an Import LC request for the different fields under the respective data segments.

1. On **Availability** screen, specify the fields.

**Figure 2-23 Availability**

For more information on fields, refer to [Table 2-9](#).

2. Click **Next**.

The task will move to next data segment.

For more information on **Availability - Action** fields, refer to [Table 2-10](#).

## 2.4.3 Payment

This topic provides the systematic instructions to initiate the payment data enrichment stage of import LC issuance - Islamic request.

1. On **Data Enrichment - Payment** screen, specify the fields.

Figure 2-24 Payment

The screenshot displays the 'Payment' screen within the 'Import LC Issuance Islamic DataEnrichment' application. The title bar indicates the application name and the application number 'PK2IIL1000004226'. The left sidebar shows a navigation menu with options: Main, Availability, Payment (selected), Documents and Conditions, Additional Fields, Advices, Additional Details, Settlement Details, and Summary. The main content area is titled 'Payment' and contains several sections: 'Payment Details' with fields for 49G-Special Payment conditions for beneficiary, 49H-Special Payment conditions for receiving bank, 48-Period for Presentation, 49-Confirmation Instructions (set to CONFIRM), 58A - Requested Confirmation Party (Advising Bank), 57A-Advise Through Bank (8476406, CIF855092), 78-Instructions to P/A/N Bank, 72-Sender to Receiver Information (SND2RECM1700), and 71D - Charges. Below this is the 'Reimbursement Authorization' section with fields for 53A - Reimbursing Bank, Reimbursing Bank Charge Type, Reimbursing Bank Charge Details (max length), and 72-Sender to Receiver Information - 740. The bottom of the screen features a row of action buttons: Reject, Refer, Hold, Cancel, Save & Close, Back, and Next. The top right corner has buttons for Documents, Remarks, Overrides, Customer Instruction, Incoming Message, and Signatures.

For more information on fields, refer to [Table 2-11](#).

2. Click **Next**.

The task will move to next data segment.

For more information on action buttons, refer to [Table 2-12](#).

## 2.4.4 Documents and Conditions

This topic provides the systematic instructions to capture the details of the documents received.

### Documents Details

Based on the 'Product' selected, Application will default the documents required under the LC. User can edit the details, delete an existing document and also add additional documents to the defaulted list.

#### Note

Insurance document is available in Documents Details section, if value in the 'INCO Term' field is not 'CFR', 'FOB', 'FCA', 'FAS' or 'EXW' in the Availability stage. If not system gives the warning message.

Online Channel - System will default the details received in the Description column. Based on the details populated, user can pick corresponding values for document code, originals and copy.

Non Online Channel - User can further edit (add or remove) the documents or document description as per requirement. Application will display an alert message, if both Bill Of lading" and 'Airway Bill' are chosen.

1. On **Data Enrichment - Document and Conditions** screen, specify the fields.

Figure 2-25 Documents and Conditions

Import LC Issuance Islamic DataEnrichment :: Application No:- PK2IIL1000004226

Documents and Conditions

Document Details

Code	Document Description	Copy	Original	Clause Details	Original Doc. Required	Action
AIRDOC		2	1/2	AIRDOC	<input type="checkbox"/>	
INSDOC		2		INSDOC	<input type="checkbox"/>	
INVDOC			1/2	INVDOC	<input type="checkbox"/>	
MARDOC		2	1/2	MARDOC	<input type="checkbox"/>	


Additional Conditions

FFT Code	FFT Description	Action
SNDRRCVRINF2	<CLOB>	
ADDCONDISS	<CLOB>	

Audit Reject Refer Hold Cancel Save & Close Back Next

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

Table 2-20 Documents and Conditions - Field Description


Field	Description
<b>Document Details</b>	Specify the document details. Click + to add multiple <b>Document Details</b> .
<b>Code</b>	Click <b>Search</b> icon to search and select the document code based on the document received.  User can add or delete the code by deleting the line on the grid.
<b>Document Description</b>	System displays the document description based on the document code selection. User can edit the description.
	Click Edit icon to edit the document description.
<b>Copy</b>	Specify the number copies received from the Drawer. User can edit the actual copies received.
<b>Original</b>	Specify the number of original documents received from the Drawer. User can edit the actual originals received.
<b>Clause Details</b>	Displays the description of the clause required as per LC. The user can click the link to view the clause details
<b>Original Doc. Required</b>	System displays whether original document is required or not. The user can enable the option, if original document is required.
<b>Action</b>	Click Edit icon to edit the document details.  Click Delete icon to delete the document details.

### Additional Conditions

Online Channel - System will default the details received in the description column. System will parse the additional conditions required field into multiple line items based on line delimiter (+) and shall populate each line item as a separate description. User can read the description and make any changes required to the description, also must be able to add more conditions.

Non Online Channel - User can use FFT to capture additional conditions and can edit the description populated from FFT. You should also be able to add additional FFT. For more information on fields, refer to the field description table below.

**Table 2-21 Additional Conditions - Action Buttons - Field Description**

Field	Description
<b>Additional Conditions</b>	Click plus icon to add the multiple additional condition details.
<b>FFT Code</b>	Click <b>Search</b> to search and select the FFT code.
<b>FFT Description</b>	System displays the FFT description name based on the FFT code selection.
	Click Edit icon to edit the FFT description.
<b>Action</b>	Click Edit icon to edit the additional condition details. Click Delete icon to delete the additional condition details.

2. Click **Next**.

The task will move to next data segment. For more information on action button refer to the field description table below:

**Table 2-22 Document and Conditions - 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>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the lc issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.

Table 2-22 (Cont.) Document and Conditions - Action Buttons - Field Description

Field	Description
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFFPM 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>Incoming Message</b>	<p>This button displays the multiple messages. In case of MT798, the User can click and view the MT798 message(770,700/701).</p>
<b>Signatures</b>	<p>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 available, system should display all the signatures.</p>
<b>Request Clarification</b>	<p>Submit the request for clarification to the “Trade Finance Portal” for the transactions initiated offline</p>
<b>Save &amp; Close</b>	<p>Save the details provided and holds the task in ‘My Task’ queue for further update. This option will not submit the request.</p>
<b>Cancel</b>	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in ‘My Task’ queue.</p>
<b>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>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.  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.  Refer Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>

**Table 2-22 (Cont.) Document and Conditions - Action Buttons - Field Description**

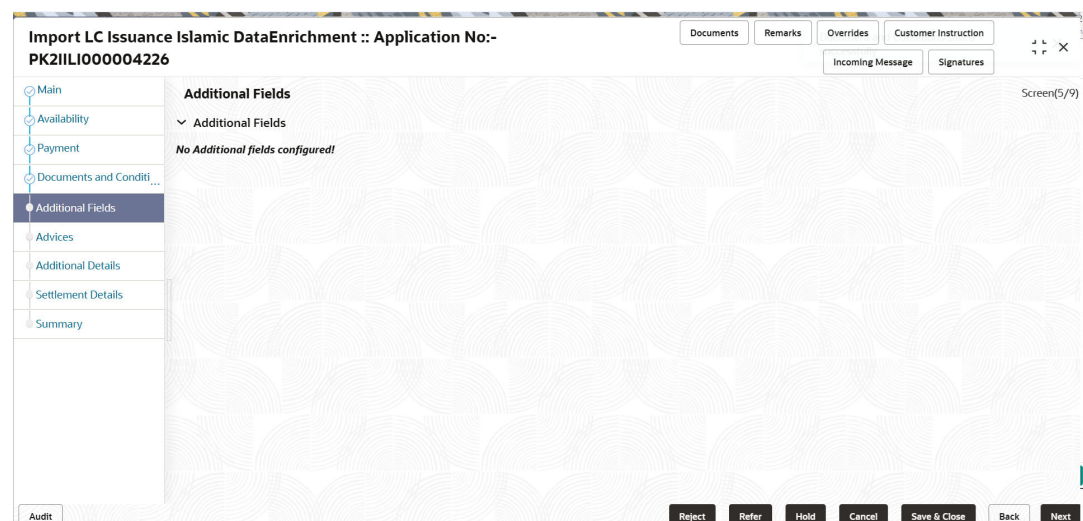
Field	Description
<b>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to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

## 2.4.5 Additional Fields

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

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

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

**Figure 2-26 Additional Fields**

2. Click **Next**.

The task will move to next data segment.

For more information on **Additional Fields - Action** buttons, refer to [Table 2-13](#).

## 2.4.6 Advices

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

Advices menu displays the advices available under a product code from the back office as tiles. The user can verify the advices details Data Segment of the Import LC Issuance Islamic request. User can edit the fields in the tile, if required.

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



Figure 2-27 Advices

Import LC Issuance Islamic DataEnrichment :: Application No:- PK2IILI000004226

Documents Remarks Overrides Customer Instruction Incoming Message Signatures

Main Availability Payment Documents and Condi... Additional Fields Advices Additional Details Settlement Details Summary

Advice : LC\_INSTRUMENT  
Advice Name : LC\_INSTRUMENT  
Advice Party : ABK  
Party Name : CIF854162905...  
Suppress Advice : NO

Advice : LC\_CASH\_COL\_ADV  
Advice Name : LC\_CASH\_COL\_ADV  
Advice Party : APP  
Party Name : GOODCARE PLC  
Suppress Advice : YES

Advice : LC\_INSTR\_COPY  
Advice Name : LC\_INSTR\_COPY  
Advice Party : APP  
Party Name : GOODCARE PLC  
Suppress Advice : NO

Advice : LC\_AUTH\_REIMB  
Advice Name : LC\_AUTH\_REIMB  
Advice Party :  
Party Name :  
Suppress Advice : YES

Advice : LC\_INSURANCEADV  
Advice Name : LC\_INSURANCEADV  
Advice Party :  
Party Name :

Advice : PAYMENT\_MESSAGE  
Advice Name : PAYMENT\_MESSAGE  
Advice Party :  
Party Name :

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	Edit	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 2-23 Advice Details

Field	Description
<b>Suppress Advice</b>	Switch to  , to suppress the advice. Switch to  , if suppress advice is not required.
<b>Advice Name</b>	Read only field. Displays the advice name.
<b>Medium</b>	Displays the medium of advices is defaulted from the LC issuance. User can update if required.
<b>Advice Party</b>	Read only field. Displays the advice party, defaulted from the system.
<b>Party ID</b>	Read only field. Displays the party Id defaulted from the system.
<b>Party Name</b>	Read only field. Displays the defaulted from the system.
<b>Free Format Text</b>	Specify the free format text based on the following table. Click plus icon to add new FFT code.
<b>FFT Code</b>	Click <b>Search</b> to search and select the FFT Code.
<b>FFT Description</b>	FFT description is populated based on the FFT code selected. User can edit the FFT description.
	Click edit icon to edit the existing FFT description.
<b>Action</b>	Click edit icon to edit the existing FFT code. Click delete icon to remove any existing FFT code.
<b>Instructions</b>	Specify the instruction details based on the following table. Click plus icon to add new instruction code.
<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.
	Click edit icon to edit the existing instruction 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 2-24 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>	Click to View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application.
<b>Remarks</b>	Specify any additional information regarding the lc issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, OBTFPM user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	This button displays the multiple messages. In case of MT798, the User can click and view the MT798 message(770,700/701). In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task. In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.
<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 available, system should display all the signatures.
<b>Request Clarification</b>	Submit the request for clarification to the “Trade Finance Portal” for the transactions initiated offline
<b>Save &amp; Close</b>	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
<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.

**Table 2-24 (Cont.) Advices - Action Buttons - Field Description**

Field	Description
<b>Hold</b>	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</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>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.4.7 Additional Details

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

As part of DE the user can enter the basic additional details available in the LC. In case the request is received through online channel the user will verify the details populated.


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

Figure 2-28 Additional Details

Import LC Issuance Islamic DataEnrichment :: Application No:- PK2IIL1000002656

Documents Remarks Overrides Customer Instruction Incoming Message Signatures

Main Availability Payment Documents and Condi... Additional Fields Advices **Additional Details** Settlement Details Summary

Additional Details

Limits and Collaterals

Contribution Currency :  
Contribution Amount :  
Limit Status :  
Collateral Currency :  
Collateral Contr :  
Collateral Status :  
Deposit Linkage Curre: :  
Deposit Linkage Amou: :

Commission,Charges and Taxes

Charge :  
Commission :  
Tax :  
Block Status : **Not Initiated**

Preview Messages

Language :  
Preview Advice : ...

Create Template

Template Code : ...

Takaful Details

Company :  
Insured Amount :  
Expiry Date :

FX Linkage

FX Reference Number:  
Contract Currency :  
Contract Amount :  
FX Linked Amount :

Tracer Details

Tracer Code : CHG\_COM\_TRACER  
Required : No  
Medium :  
Frequency :

Audit Reject Refer Hold Cancel Save & Close Back Next

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

### Limits and Collaterals

**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	Edit	Delete
001044	Facility				100	GBP	100			001044	

Cash Collateral Details

Collateral Percentage: 20.0

Collateral Currency and amount: GBP £20.00

Exchange Rate: 1.0

Sequence Number	Settlement Account Currency	Settlement Account	Exchange Rate	Collateral Split %	Contribution Amount	Contribution Amount in Account Currency	Account Balance Check Response	Response Message	Edit	Delete
1	USD	PK20010440	2.5	100	20	\$50.00	VS	The amount	1	

Deposit Linkage Details

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

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

Save & Close Cancel

For more information on fields, refer to the field description table [Table 2-14](#) in **Scrutiny** stage.

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

### Charge Details

This section displays charge details.

**Commission, Charges and taxes**
Recalculate Re-default

**Commission Details**

Component	Rate	Mod. Rate	CCY	Amount	Modified	Defer	Waive	Split	Charge Party	Settl. Account	Amend
AILSN_COMM	1.25		GBP	£500.00		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	GOODCARE PLC		Yes
AILUN_COM2	1.25		GBP	£10.42		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	GOODCARE PLC		Yes

Page 1 of 1 (1-2 of 2 items) |< < 1 > >|

**Charge Details**

Component	Tag currency	Tag Amount	CCY	Amount	Modified	Billing	Defer	Waive	Split	Charge Party	Settl. Account
LCCOURISS	GBP	10000	GBP	£121.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
LCSWIFTIS	GBP	10000	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
OTHBNKCHG	GBP	10000	GBP	£50.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017
RATECLASS	GBP	10000	GBP	£300.00		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	GOODCARE PLC	PK20010440017

Page 1 of 1 (1-4 of 4 items) |< < 1 > >|

**Tax Details**

Component	Type	Value Date	CCY	Amount	Billing	Defer	Settl. Account
LCTAX	WITHHOLDING	April 20, 2022	GBP	£800.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX1	WITHHOLDING	April 20, 2022	GBP	£4.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017
LCTAX2	WITHHOLDING	April 20, 2022	GBP	£25.00	<input type="checkbox"/>	<input type="checkbox"/>	PK20010440017

**Split Settlement**

select Component Currency Amount

No data to display.

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

**Split Settlement Details**

Sequence	Component	Amount	Percentage	Branch	Account Currency	Account	Exchange Rate	Original Exchange Rate	Party Type	Customer	AR-AP Tracking	Loan/Finance Account	Net Rat
No data to display.													

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

Save & Close Cancel

For more information on fields, refer to the field description table [Table 2-15](#) in **Scrutiny** stage.

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

### Preview Message

User can preview the draft SWIFT message based on message type and the draft mail advice based on the advice type.

The OBTFPMCS user can send the draft of the message to the registered email id of the corporate customer as an attachment containing PDF. The PDF sent to the corporate customer is protected by a password. Password to be generated with first four digits of Customer Name and last four digits of Customer Number.

### Note

A bank user can share the Draft SWIFT message to the customer through email, before the actual transmission of SWIFT message to the Advising Bank.

The screenshot displays the 'Preview Messages' section of a software interface. It is divided into two main columns: 'Preview - SWIFT Message' and 'Preview - Mail Advice'.

**Preview - SWIFT Message:**

- Language:** English (dropdown)
- Message Type:** 700 (dropdown)
- Message Status:** GENERATED (text field)
- Repair Reason:** (empty text field)
- Preview Message:** A scrollable text area showing a SWIFT message header and body. The header includes 'Type and Transmission', 'Original Received from', 'Application - Outgoing Draft', 'Priority/Delivery : Normal', and 'Message Header'. The body contains details about a 'Swift Input : FIN 700 Issue of a Documentary Credit' from 'AAEMNL21XXX ANTHOS ASSET MANAGEMENT B.V.' to 'RBOSGB21XXX JACHTHAVENWEG'.
- Draft Confirmation:**
  - Draft Confirmation Required:** A toggle switch is currently turned off.
  - Customer Response:** (empty dropdown)
  - Response Date:** (empty date field)
  - Customer Remarks:** (empty text field)
  - Customer Email ID 1:** (empty text field with a search icon)
  - Customer Email ID 2:** (empty text field with a search icon)

**Preview - Mail Advice:**

- Language:** English (dropdown)
- Advice Type:** DEBIT\_ADVICE (dropdown)
- Message Status:** GENERATED (text field)
- Repair Reason:** (empty text field)
- Preview Message:** A scrollable text area showing a 'DEBIT ADVICE/TAX INVOICE' with details: 'DATE: 20-APR-22', 'PAGE: 1', 'BRANCH ID:', 'BRANCH NAME:', 'BANK TRN: 100282764800003', 'TRANS TIME:', 'GOODCARE PLC', 'GOODCARE PLC', 'sajani.t@oracle.com', 'lane no 4', 'London'.


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

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

**Table 2-25 Preview Messages - Field Description**

Field	Description
<b>Preview SWIFT Message</b>	This section displays the preview of SWIFT Messages fields.
<b>Language</b>	Read only field. English is set as default language for the preview.
<b>Message Type</b>	Select the message type.
<b>Message Status</b>	Read only field. Display the message status of draft message of issuance details.
<b>Repair Reason</b>	Read only field. Display the message repair reason of draft message of issuance details.
<b>Preview Message</b>	This field displays a preview of the draft message.
<b>Preview Mail Advice</b>	This section displays the preview of Mail Advice fields.
<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. Display the message status of draft message of issuance details.
<b>Repair Reason</b>	Read only field. Display the message repair reason of draft message of issuance details.
<b>Preview Message</b>	This field displays a preview of the draft message.

Table 2-25 (Cont.) Preview Messages - Field Description

Field	Description
<b>Draft Confirmation</b>	This section displays the draft confirmation fields.
<b>Draft Confirmation Required</b>	Switch to  , if draft confirmation is required.
<b>Customer Response</b>	Specify the response received from customer. If the response is received online, the response is auto populated in this field by the system.
<b>Customer Remarks</b>	Read only field. Display the remarks from the customer for the draft.
<b>Response Date</b>	Read only field. Display the customer response received date.
<b>Customer Email ID 1</b>	Click <b>Search</b> icon to search and select the Email ID from lookup. The user can select from the Customer Email Address field of the customer maintenance in Back Office and replicated in OBTFPMCS. By default this field is blank.

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

#### Create Template

This option allows user to create a new template with the already captured details and the data can be reused with the template to reduce the effort. The user can enter the template name and create the template, details pertaining to the subsequent screens in scrutiny and data enrichment screens will be persisted and populated.

**Create Template**

Template Name  
Template1 Create

**LC Details**

Applicant  
001044

50 - Applicant Name  
GOODCARE PLC

Branch Code  
PK2

LC Type  
Sight

Product Code  
ILS2

Product Description  
Import LC Sight Non Revolving

Advising Bank  
CIF101431715877

40A - Form of Documentary Credit  
IRREVOCABLE

40E - Applicable Rules  
UCP LATEST VERSION

31D - Place of Expiry  
London

51A - Applicant Bank

59 - Beneficiary Name  
MARKS AND SPENCER

32A - Percentage Credit Amount Tolerance  
/

39C - Additional Amount Covered

**Availability Details**

41a - Available with  
HYVEDEMM

41a - Available By  
BY NEGOTIATION

42C - Drafts At  
Test

42a - Drawee  
BWSTUS66LAX

**Shipment Details**

43P - Partial Shipments  
ALLOWED

43T - Transshipment  
ALLOWED

44A - Place of Taking In Charge  
Mumbai

44E - Port of Loading

44F - Port of Discharge  
London

44B - Place of Final Destination

44C - Latest Date of Shipment

44D - Shipment Period

Transport Mode

Transport Details

Additional Shipment Details

**45A Description of Goods and/or Services**

INCO Terms  
CIF

INCO Terms Description  
Cost, Insurance and Freight (named

Goods Code	Goods Type	Goods Description	No of Units	Price per Unit	Total Amount	Action
UPLD_GOOD53	G	from good desc	10	£10.00	£100.00	

**Payment Details**

49G - Special Payment conditions for beneficiary

49H - Special Payment conditions for receiving bank

48 - Period for Presentation

49 - Confirmation Instructions  
CONFIRM

58A - Requested Confirmation Party

58A - Requested Confirmation Party

57A - Advise Through Bank  
8485711 CIF945092

78 - Instructions to P/A/N Bank

72 - Sender to Receiver Information  
SND2RECMT700

71D - Charges

72 - Sender to Receiver Information - 740

**Reimbursement Authorization**

53A - Reimbursing Bank

Reimbursing Bank Charge Type

Reimbursing Bank Charge Details  
max length

72 - Sender to Receiver Information - 740

**Revolving Details**

Revolving In

Revolving Frequency

Revolve Units

Automatic Reinstatement

**Document Details**

Code	Document Description	Copy	Original	Clause Details	Original Doc. Required	Action
AIRDOC		2	1/2	AIRDOC	<input type="checkbox"/>	
INSDOC		2		INSDOC	<input type="checkbox"/>	
INVDOC			1/2	INVDOC	<input type="checkbox"/>	
MARDOC		2	1/2	MARDOC	<input type="checkbox"/>	
OTHERDOC				OTHERDOC	<input type="checkbox"/>	

**Additional Conditions**

FFT Code	FFT Description	Action
REPFFT	REPFFT	

Cancel

For more information on fields, refer to the 'LC Details' field description table in **Scrutiny** stage.

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

### Takaful Details

The user can enter and view the Insurance details if the Takaful policy is applicable for the transaction.

Provide the Takaful details based on the description in the following table.

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

For more information on fields, refer to the field description table [#unique\\_49/unique\\_49 Connect 42 TABLE\\_OZQ\\_LRH\\_BSB](#) in **Scrutiny** stage..

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

### FX Linkage

This section enables the user to link the existing FX contract(s) to the LC transactions. User can link multiple forward FX contracts.

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



Figure 2-29 FX Linkage Details

### FX Linkage

FX Reference Number

000FNDF20076A9N9

Currency

USD

Contract Amount

USD

\$4,000.00

Linkage Amount

USD

\$4,000.00

FX Amount in Local Currency

£2,962.96

FX Delivery Period From

Available FX Contract Amount

USD

\$4,000.00

Rate

1.35

FX Expiry Date

March 19, 2020

FX Delivery Period To

Save & Close

Close

For more information on fields, refer to the field description table [Table 2-17](#) in **Scrutiny** stage.

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

### Tracer Details

User can trace the response for the discrepancies identified.

Tracer Details

Tracer Details

Tracer Code	Description	Party Type	Required	Maximum Tracers	Number Sent	Start Days	Last Sent On	Medium	Frequency	Template Id	Action
ACK_TRACEI	ACK_TRACER		<input type="checkbox"/>								
CHG_COM_T	CHG_COM_TRA		<input type="checkbox"/>								
CON_TRACE	CON_TRACER		<input type="checkbox"/>								

Page

1

of 1

(1-3 of 3 items)

<

1



>

Save & Close

Close

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

**Table 2-26 Tracer Details - Field Description**

Field	Description
<b>Tracers Code</b>	Read only field. System defaults the value for tracer code from the latest LC.
<b>Description</b>	Read only field. System defaults the value for description of tracer from the latest LC.
<b>Party Type</b>	Click <b>Search</b> to search and select the party type from the lookup.
<b>Required</b>	Switch to  , if user requires to capture the tracer details. Switch to  , if user does not require to capture tracer details.
<b>Maximum Tracers</b>	Specify the value for maximum number of tracers.
<b>Number Sent</b>	Specify the value for number of tracers to be sent.
<b>Start Days</b>	Specify the value for tracer start days.
<b>Last Sent On</b>	Select the date on which the tracer is last sent.
<b>Tracer Medium</b>	Select the value for tracer medium. The options are: <ul style="list-style-type: none"> <li>• MAIL</li> <li>• SWIFT</li> </ul>
<b>Tracer Frequency</b>	System defaults the days set up at the product level. Value can be 1, 2 etc. which represents daily, once in 2 days etc. The user can change the value.
<b>Template ID</b>	Click <b>Search</b> to search and select the party type of the template ID from the lookup.

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

10. Click **Next**.

The task will move to next data segment.

For more information on action buttons, refer to the field description table [Table 2-18](#) in **Scrutiny** stage.

## 2.4.8 Settlement Details

This topic provides the systematic instructions to capture the settlement details of Import LC issuance - Islamic request.

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

Figure 2-30 Settlement Details

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

Table 2-27 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.

2. Click **Next**.

The task will move to next data segment.

For more information on **Additional Fields - Action** buttons, refer to the field description table below.

Table 2-28 Settlement Details - Action Buttons - Field Description

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

Table 2-28 (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
<b>Documents</b>	<p>Click to 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 lc issuance. This information can be viewed by other users processing the request.</p> <p>Content from Remarks field should be handed off to Remarks field in Backend application.</p>
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>• <b>Standard Instructions</b> – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• <b>Transaction Level Instructions</b> – In this section, 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>Incoming Message</b>	<p>This button displays the multiple messages.</p> <p>In case of MT798, the User can click and view the MT798 message(770,700/701).</p> <p>In case of MT798-MT726-MT759 request, user can view MT798 message(726-759) in this placeholder in Header of the task.</p> <p>In case of MT798_MT788-MT799 request, user can view MT798 message (788-799) in this placeholder in Header of the process-task.</p>
<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 available, system should display all the signatures.</p>
<b>Request Clarification</b>	Submit the request for clarification to the “Trade Finance Portal” for the transactions initiated offline
<b>Save &amp; Close</b>	Save the details provided and holds the task in ‘My Task’ queue for further update. This option will not submit the request.
<b>Cancel</b>	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in ‘My Task’ queue.
<b>Hold</b>	<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>

Table 2-28 (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>Back</b>	On click of Back, system moves the task back to previous data segment.
<b>Next</b>	On click of Next, system validates if all the mandatory fields have been captured. Necessary error and override messages to be displayed. On successful validation, system moves the task to the next data segment.

## 2.4.9 Summary

This topic provides the systematic instructions to view the summary of Import LC Issuance - Islamic request.

User can review the summary of details updated in Data Enrichment stage of import LC Issuance - Islamic request.

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

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

Import LC Issuance Islamic DataEnrichment :: Application No:- PK2IIL000002656

Documents Remarks Overrides Customer Instruction Incoming Message Signatures

Main Availability Payment Documents and Conditions Additional Fields Advices Revolving Details Limits and Collaterals Commission,Charges and Taxes Preview Messages Party Details Compliance Accounting Details FX Linkage Takaful Details Settlement Details Tracer Details

Screen(9/9)

**Summary**

**Main**

Form of LC : IRREVOCABLE ...  
Submission Mode : Desk  
Date of Issue : 2022-04-20

**Availability**

Available With : HSBCGB25XXX  
Available By : NEGOTIATION  
Port of Loading : Test 44E-Port...  
Port of Discharge : Test 44F-Port...

**Payment**

Period of Present. : 21  
Confirmation Instr. : CONFIRM

**Documents and Conditions**

Document 1 : AIRDOC  
Document 2 : INSDOC  
Document 3 : INVDOC  
Document 4 : MARDOC

**Additional Fields**

Click here to view Additional :  
fields

**Advices**

Advice 1 :  
Advice 2 :

**Revolving Details**

Revolving : N  
Revolving In :  
Revolving Frequency :

**Limits and Collaterals**

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

**Commission,Charges and Taxes**

Charge :  
Commission :  
Tax :  
Block Status : Not Initiated

**Preview Messages**

Language : ENG  
Preview Message :-

**Party Details**

Applicant : GOODCARE PLC  
Beneficiary : WALKING CUST...  
Advise Through Bank : RABO BANK

**Compliance**

KYC : Not Initiate...  
Sanctions : Not Initiate...  
AML : Not Initiate...

**Accounting Details**

Event :  
AccountNumber :  
Branch :

**FX Linkage**

Reference Number :  
Linkage Amount :  
Contract Currency :

**Takaful Details**

Company :  
Insured Amount :  
Expiry Date :

**Settlement Details**

Component :  
Account Number :  
Currency :

**Tracer Details**

Tracer Code : ACK\_TRACER  
Required : No  
Medium :  
Frequency :

Audit

Reject Refer Hold Cancel Save & Close Back Submit

### Tiles Displayed in Summary

- Main - User can view the application and LC details and modify the details if required.
- Availability - User can view and modify availability and shipment details, if required.
- Payment - User can view and modify all details related to payments, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view and modify the advice details, if required.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes - User can view and modify commission, charge and tax details, if required.

- Preview Messages - User can view the preview messages.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated in back office.

**Note**

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

- FX Linkage - User can view and modify the details of FX Linkage, if required.
- Takaful Details - User can view and modify insurance details, if required.
- Settlement Details - User can view and modify settlement details, if required.
- Tracer Details - User can view and modify tracer details, if required.

2. Click **Submit**.

The task will move to next logical stage.

For more information on action buttons, refer to [Table 2-19](#).

## 2.5 Customer Response - Draft Confirmation

This topic helps you quickly get acquainted with the Customer Response - Draft Confirmation process.

The user can review and handle the customer's response received for the draft confirmation for LC issuance transactions, which is sent to the customer for their verification and confirmation. The OBTFPM system sends Draft MT700 along with up to seven MT701 messages as attachment to the customer.

The Transaction Reference Number is masked, before sending the Draft Import LC for Customer approval.

The customer response can be received both by online and offline mode. In non-online mode, user receives the response in the branch.

In online mode the customer will share their response online that will be automatically updated in the customer response field in the task, which is available in the customer response pending stage.

The chapter consists of following:

- [Customer Response](#)
- [Customer Response](#)

This topic helps you quickly get acquainted with the Customer Response.

### 2.5.1 Customer Response

This topic helps you quickly get acquainted with the Customer Response.

1. Log in into OBTFPM application and acquire the task to see customer response screen.

Language - Read only field

Draft Message - Read only field.

### **Draft Confirmation**

Draft Confirmation required - Read only field

Customer Response - This field will be available for you to update any of the below response based on the customer's reply

- Accepted
- Changes Required - Change and proceed

For non-online response – User can select customer response from one of the three drop list values mentioned above.

For Online response – Read only

Customer Remarks - Capture the remarks of the customer.

Response Date - Non-Online channel – Update the date on which the customer response has been received.

Online Channel – Read only

### **Summary**

Tiles Displayed in Summary:

- Main - User can view and modify details about application details and LC details, if required.
- Availability - User can view and modify availability and shipment details, if required.
- Payments - User can view and modify all details related to payments, if required.
- Documents and Condition - User can view and modify the documents required grid and the additional conditions grid, if required.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view the advice details, if required.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission and Charges and Taxes - User can view the Commission and Charges and Taxes details, if required.
- Preview Messages - User can view and modify preview details, if required.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated in back office.



**Note**

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

- FX Linkage - User can view and modify the details of FX Linkage, if required.
- Takaful Details - User can view and modify insurance details, if required.
- Settlement Details - User can view and modify settlement details, if required.

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

**Table 2-29 Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the documents uploaded in the system and upload documents if customer response has been received through non- online channel.
<b>Remarks</b>	Specify the remarks, if required and must be able to view the remarks captured during earlier stages.
<b>Cancel</b>	Cancel the Draft Confirmation.
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>
<b>Submit</b>	On submit, task moves to the next logical stage of Import LC Issuance - Islamic. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.

## 2.6 Exceptions

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

The Import LC Issuance - Islamic request, before it reaches the approval stage, the application will validate the Amount Block, KYC and AML. If any of these failed in validation will reach exception stage for further clearance for the exceptions.

### Exception - Amount Block

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

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

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

On Approval, system should not release the Amount Block against each applicable account and system should hand-off the "Amount Block Reference Number" to the back office. On successful hand-off, back office will make use of these "Amount Block

Reference Number" to release the Amount Block done in the mid office (OBTFPM) and should debit the CASA account from the Back office. If multiple accounts are applicable, Amount Block.

Reference for all accounts to be passed to the back office.

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

Approve:

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

Refer:

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

Reject:

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

### Amount Bock Exception

Import LC Issuance IslamicAmountBlock Exception Approval :: Application No:-  
PK2ILCI000007666

DocumentsRemarksOverridesCustomer InstructionIncoming Message

Amount Block ExceptionSummary

Amount Block Exception

Amount Block Exception Details

Type	Contract Currency	Block Amount	Account	Branch	Account Currency	Block Ref No	Block Status	Block Status Details
Commission	USD	1.04	PK20010440017	PK2	GBP	AB9064	Success	
Commission	USD	20	PK20010440017	PK2	GBP	AB9064	Success	
Charge	USD	500	PK20010440017	PK2	GBP	AB9064	Success	
Charge	USD	100	PK20010440017	PK2	GBP	AB9064	Success	
Charge	USD	50	PK20010440017	PK2	GBP	AB9064	Success	

Show More... 1-5 of 10 items

Audit

RejectReferHoldApproveNext

This section will display the amount block exception details.

Summary

Figure 2-31 Summary

Import LC Issuance Islamic AmountBlock Exception Approval :: Application No:- PK2ILCI000007666

Documents Remarks Overrides Customer Instruction Incoming Message

Amount Block Exception Summary Screen(2/2)

<b>Main</b> Form of LC : IRREVOCABLE Submission Mode : Desk Date of Issue : 2022-04-20	<b>Availability</b> Available With : HDBANK65XXX Available By : Port of Loading : CHN Port of Discharge : CHN	<b>Payment</b> Period of Present. : Confirmation Instr. : WITHOUT
<b>Documents and Conditions</b> Document 1 : Document 2 :	<b>Additional Fields</b> Click here to view Additional : fields	<b>Advices</b> Advice 1 : LC_INSTRUMEN... Advice 2 : LC_CASH_COL... Advice 3 : LC_INSTR_COP... Advice 4 : TRADE_ENVELO... Advice 5 : LC_AUTH_REIM...
<b>Revolving Details</b> Revolving : NO Revolving In : Revolving Frequency :	<b>Limits and Collaterals</b> Contribution Currency : Amount to Earmark : Limit Status : Not Verified Collateral Currency : Collateral Contr. : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	<b>Commission, Charges and taxes</b> Charge : GBP 700.00 Commission : USD 1.04 GBP 20.00 Tax : GBP 37.42 Block Status : Failed
<b>Preview Messages</b> Language : ENG Preview Message : -	<b>Party Details</b> Advising Bank : WELLS FARGO ... Applicant : GOODCARE PLC Beneficiary : PK2WALKIN1	<b>Compliance</b> KYC : Verified Sanctions : Verified AML : Verified
<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :	<b>Settlement Details</b> Component : OTHBKNCHG_LL... Account Number : PK2001044001... Currency : GBP	

Audit

Reject Reuse Hold Approve Back

## Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Availability - User can view the availability details.
- Payment - User can view the payment details.
- Document and Conditions - User can view document details.
- Additional Fields - User can view the additional fields.
- Advices - User can view the advices.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view commission, charges and taxes details.
- Preview Message - User can view the preview of the simulating message to the remitting bank.

- Party Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.

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

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

**Table 2-30 Exception - Limit Check/Credit - Action Buttons – Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the LC Issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• Transaction Level Instructions – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>

**Table 2-30 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description**

Field	Description
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	Task moves to previous logical step.

**Exception - Know Your Customer (KYC)**

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

1. Log in into OBTFPMCS application, KYC exception queue. KYC exception failed tasks for Trade Finance transactions will be listed in your queue.
2. Open the task, to see summary tiles that display a summary of available updated fields with values.  
User can pick up a transaction and do the following actions:

**Approve**

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

**Summary****Figure 2-32 Exception - Know Your Customer (KYC) Summary**

Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Availability - User can view the availability details.
- Payment - User can view the payment details.
- Document and Conditions - User can view document details.
- Additional Fields - User can view the additional fields.
- Advices - User can view the advices.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view commission, charges and taxes details.
- Preview Message - User can view the preview of the simulating message to the remitting bank.

- Party Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.

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

**Table 2-31 Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the LC Issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• Transaction Level Instructions – In this section, OBTFPMCS user can input any Customer Instructions received as part of transaction processing. This section will be enabled only for customer initiated transactions.</li> </ul>
<b>Incoming Message</b>	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).
<b>Reject</b>	On click of Reject, user must select a Reject Reason from a list displayed by the system.  Reject Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul> Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
<b>Refer</b>	Select a Refer Reason from the values displayed by the system.  Refer Codes are: <ul style="list-style-type: none"> <li>• R1- Documents missing</li> <li>• R2- Signature Missing</li> <li>• R3- Input Error</li> <li>• R4- Insufficient Balance/Limits</li> <li>• R5 - Others</li> </ul>

**Table 2-31 (Cont.) Exception - Know Your Customer (KYC) Summary - Action Buttons - Field Description**

Field	Description
<b>Hold</b>	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.  This option is used, if there are any pending information yet to be received from applicant.
<b>Approve</b>	On approve, application must validate for all mandatory field values, and task must move to the next logical stage.
<b>Back</b>	Task moves to previous logical step.

**Exception - Limit Check/Credit**

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

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

**Note**

On Approval of the exception task, system should validate the Limit Availability, Limit Expiry Date in the Limit System and create Earmark in the ELCM system. In case if the Limit is not available or the Limit is expired, then system should display an error message and should not allow the user to approve and proceed.

Limit check Exception approver can do the following actions:

**Approve**

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

**Refer**

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

**Reject**

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

**Limit/Credit Check**



**Import LC Issuance Islamic Limit Earmark Exception Approval :: Application No:- PK2ILCI000001257**

Documents Remarks Overrides Customer Instruction Incoming Message

Credit Exception Summary Screen(1/2)

**Credit Exception**

**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
001043	Liability	001043		1	100	GBP	1000	Available	The Earmark can be performed as the liability has su

Earmark

**Cash Collateral Details**

Collateral Percentage: 0.0

Collateral Currency and amount: GBP

Exchange Rate: 1.0

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

Earmark

Audit Reject Refer Hold Approve Next

This section will display the amount block exception details.

## Summary

## Summary

**Import LC Issuance Islamic Limit Earmark Exception Approval :: Application No:- PK2ILCI000001257**

Documents Remarks Overrides Customer Instruction Incoming Message

Credit Exception Summary Screen(2/2)

**Summary**

**Main**

Form of LC : IRREVOCABLE  
Submission Mode : Desk  
Date of Issue : 2022-04-20

**Availability**

Available With : CITIGB2LRRR  
Available By : PAYMENT  
Port of Loading : \$  
Port of Discharge : \$

**Payment**

Period of Present. :  
Confirmation Instr. : WITHOUT

**Documents and Conditions**

Document 1 : AIRDOC  
Document 2 : INSDOC  
Document 3 : INVDOC  
Document 4 : MARDOC  
Document 5 : OTHERDOC

**Additional Fields**

Click here to view Additional : fields

**Advices**

Advice 1 : LC\_CASH\_COL...  
Advice 2 : LC\_INSTR\_COP...  
Advice 3 : LC\_INSTRUMEN...  
Advice 4 : LC\_AUTH\_REIM...  
Advice 5 : LC\_INSURANCE...

**Revolving Details**

Revolving : NO  
Revolving In :  
Revolving Frequency :

**Limits and Collaterals**

Contribution Currency : GBP  
Amount to Earmark : 1,000.00  
Limit Status : Earmark Fail...  
Collateral Currency :  
Collateral Contr. :  
Collateral Status : Not Verified  
Deposit Linkage Currency :  
Deposit Linkage Amount :

**Commission, Charges and taxes**

Charge : GBP 535.00  
Commission : GBP 256.90  
Tax : GBP 104.78  
Block Status : Success

**Preview Messages**

Language : ENG  
Preview Message : -

**Party Details**

Beneficiary : GOODCARE PLC  
Applicant : MARKS AND SP...

**Compliance**

KYC : Not Initiate...  
Sanctions : Verified  
AML : Verified

**Accounting Details**

Event : CLIQ  
AccountNumber : PK2001043001...  
Branch : PK2

**FX Linkage**

Reference Number :  
Linkage Amount :  
Contract Currency :

Audit Reject Refer Hold Approve Back

## Tiles Displayed in Summary:

- Main Details - User can view details about application details and LC details.
- Availability - User can view the availability details.
- Payment - User can view the payment details.
- Document and Conditions - User can view document details.
- Additional Fields - User can view the additional fields.
- Advices - User can view the advices.
- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission, Charges and Taxes - User can view commission, charges and taxes details.
- Preview Message - User can view the preview of the simulating message to the remitting bank.
- Party Details - User can view party details like applicant, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- FX Linkage - User can view the FX Linkage details.
- Settlement Details - User can view the settlement details.

**Note**

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

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

**Table 2-32 Exception - Limit Check/Credit - Action Buttons – Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.
<b>Remarks</b>	Specify any additional information regarding the LC Issuance. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.

Table 2-32 (Cont.) Exception - Limit Check/Credit - Action Buttons – Field Description

Field	Description
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>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>Incoming Message</b>	<p>This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).</p>
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>
<b>Hold</b>	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Approve</b>	<p>On approve, application must validate for all mandatory field values, and task must move to the next logical stage.</p>
<b>Back</b>	<p>Task moves to previous logical step.</p>

## 2.7 Multi Level Approval

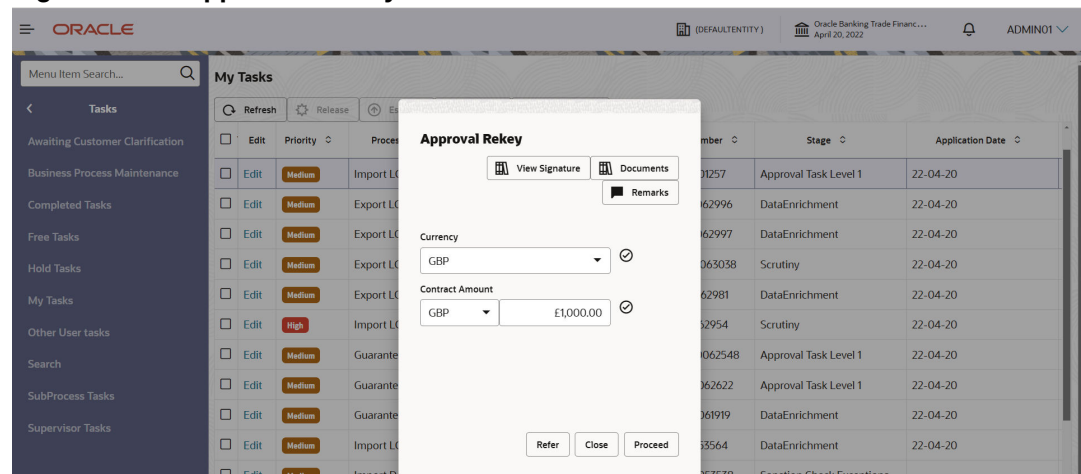
This topic helps you quickly get acquainted with the Multi Level Approval process.

This stage allows the approver user to approve a Import LC Issuance - Islamic 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.

**Figure 2-33 Approval Re-Key**



For non online channel, the 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 and user will not be able to approve the task.

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

Some of the fields below will dynamically be available for re-key.:

- Currency
- Amount

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

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

DEFAULTITY (DEFAULT ...)

Oracle Banking Trade Financ...  
April 20, 2022

ATEST11

Import LC Issuance Islamic Approval Task Level 1 :: Application No:-  
PK2IIL1000002237

Documents Remarks Overrides Customer Instruction

Incoming Message Signatures

<b>Main</b> Form of LC : IRREVOCABLE Submission Mode : Desk Date of Issue : 2022-04-20	<b>Availability</b> Available With : any bank Available By : PAYMENT Port of Loading : Port of Discharge : 44f	<b>Payment</b> Period of Present. : Confirmation Instr. : WITHOUT
<b>Documents and Conditions</b> Document 1 : AIRDOC Document 2 : INSDOC Document 3 : INVDOC Document 4 : MARDOC	<b>Additional Fields</b> Click here to view Additional : fields	<b>Advices</b> Advice 1 : LC_INSTRUMEN... Advice 2 : LC_CASH_COL... Advice 3 : LC_INSTR_COP... Advice 4 : LC_AUTH_REIM... Advice 5 : LC_INSURANCE...
<b>Revolving Details</b> Revolving : NO Revolving In : Revolving Frequency :	<b>Limits and Collaterals</b> Contribution Currency : AED Amount to Earmark : 20,000.00 Limit Status : Earmark Fail... Collateral Currency : Collateral Contribution : Collateral Status : Not Verified Deposit Linkage Currency : Deposit Linkage Amount :	<b>Commission,Charges and Taxes</b> Charge : GBP 150.00 Commission : GBP 861.38 Tax : GBP 421.43 Block Status : Failed
<b>Preview Messages</b> Language : ENG Preview Message : -	<b>Party Details</b> Applicant : GOODCARE PLC Advising Bank : BARCLAYS PLC Beneficiary : MARKS AND SP...	<b>Compliance</b> KYC : Verified Sanctions : Verified AML : Verified
<b>Accounting Details</b> Event : CLIQ AccountNumber : 263200001 Branch : PK2	<b>Exception(Approval)</b> Limit Earmark,AmountBlock : EXCEPTION PLEASE VISIT REMARKS : - FOR MORE DETAILS	<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :
<b>Tracer Details</b> Tracer Code : ACK_TRACER Required : No Medium : Frequency :		

Audit

Reject Hold Refer Cancel Approve

#### Tiles Displayed in Summary:

- Main - User can view and modify details about application details and LC details, if required.
- Availability - User can view and modify availability and shipment details, if required.
- Payment - User can view and modify all details related to payments, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view the details of advices.

- Revolving Details - User can view and modify revolving details on revolving LC, if applicable
- Limits and Collaterals - User can view and modify limits and collateral details, if required.
- Commission Charges and Taxes - User can view and modify commission, charge and tax details, if required.
- Preview Messages - User can view and modify preview details, if required.
- Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can view the accounting entries generated in back office.

**Note**

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

- Exception(Approval) - User can view the exception(Approval) details.
- FX Linkage - User can view the FX Linkage details.
- Insurance Details - User can view the insurance details.
- Tracer Details - User can view the tracer details.
- Settlement Details - User can view the settlement details.

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

**Table 2-33 Approval Summary - Action Buttons - Field Description**

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

Table 2-33 (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
<b>Customer Instruction</b>	<p>Click to view/ input the following</p> <ul style="list-style-type: none"> <li>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>Incoming Message</b>	<p>This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).</p>
<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 available, system should display all the signatures.</p>
<b>Reject</b>	<p>On click of Reject, user must select a Reject Reason from a list displayed by the system.</p> <p>Reject Codes are:</p> <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul> <p>Select a Reject code and give a Reject Description.</p> <p>This reject reason will be available in the remarks window throughout the process.</p>
<b>Hold</b>	<p>The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task.</p> <p>This option is used, if there are any pending information yet to be received from applicant.</p>
<b>Refer</b>	<p>Select a Refer Reason from the values displayed by the system.</p> <p>Refer Codes are:</p> <ul style="list-style-type: none"> <li>R1- Documents missing</li> <li>R2- Signature Missing</li> <li>R3- Input Error</li> <li>R4- Insufficient Balance/Limits</li> <li>R5 - Others</li> </ul>
<b>Cancel</b>	<p>Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.</p>
<b>Approve</b>	<p>On approve, application must validate for all mandatory field values, and task must move to the next logical stage. If there are more approvers, task will move to the next approver for approval. If there are no more approvers, the transaction is handed off to the back end system for posting.</p>



8. Click **Approve** to approve the transaction. The transaction is approved and handed off to the back end system for posting.
- [Reject Approval](#)  
This topic helps you quickly get acquainted with the Reject Approval process.

## 2.7.1 Reject Approval

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

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

Log in into OBTFPM application to view the reject approval tasks for Import LC Issuance available in queue. On opening the task, you will see summary tiles. The tiles will display a list of important fields with values.

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

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

### Summary



**Import LC Issuance Reject Approval :: Application No:- PK2ILCI000055009**

Documents Remarks Overrides Customer Instruction Incoming Message Signatures

<b>Main</b> Form of LC : <b>IRREVOCABLE</b> Submission Mode : <b>Desk</b> Date of Issue : <b>2022-04-20</b>	<b>Availability</b> Available With : <b>CITIUS33</b> Available By : <b>PAYMENT</b> Port of Loading : Port of Discharge : <b>LONDON</b>	<b>Payment</b> Period of Present. : Confirmation Instr. : <b>WITHOUT</b>
<b>Documents and Conditions</b> Document 1 : Document 2 :	<b>Additional Fields</b> Click here to view Additional : fields	<b>Advices</b> Advice 1 : <b>LC_INSTRUMEN...</b> Advice 2 : <b>LC_CASH_COL...</b> Advice 3 : <b>LC_INSTR_COP...</b> Advice 4 : <b>TRADE_ENVELO...</b> Advice 5 : <b>LC_AUTH_REIM...</b>
<b>Revolving Details</b> Revolving : <b>NO</b> Revolving In : Revolving Frequency :	<b>Limits and Collaterals</b> Contribution Currency : <b>GBP</b> Amount to Earmark : <b>1,100.00</b> Limit Status : <b>Available</b> Collateral Currency : Collateral Contribution : Collateral Status : <b>Not Verified</b> Deposit Linkage Currency : Deposit Linkage Amount :	<b>Commission, Charges and taxes</b> Charge : <b>GBP 254.00</b> Commission : <b>GBP 45.15</b> Tax : <b>GBP 94.20</b> Block Status : <b>Not Initiated</b>
<b>Preview Messages</b> Language : <b>ENG</b> Preview Message : -	<b>Party Details</b> Beneficiary : <b>PK2WALKINI</b> Applicant : <b>GOODCARE PLC</b> Advising Bank : <b>WELLS FARGO ...</b>	<b>Compliance</b> KYC : <b>Not Initiate...</b> Sanctions : <b>Not Initiate...</b> AML : <b>Not Initiate...</b>
<b>FX Linkage</b> Reference Number : Linkage Amount : Contract Currency :	<b>Tracer Details</b> Tracer Code : <b>ACK_TRACER</b> Required : <b>No</b> Medium : Frequency :	

Audit Reject Hold Cancel Approve

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

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

- Main Details - User can view and modify details about application details and LC details, if required.
- Availability - User can view and modify availability and shipment details, if required.
- Payments - User can view and modify all details related to payments, if required.
- Documents and Conditions - User can view and modify the documents required grid and the additional conditions grid, if required.
- Additional Fields - User can view the details of additional fields.
- Advices - User can view the details of advices.

- Revolving Details - User can view and modify revolving details on revolving LC, if applicable.
  - Limits and Collaterals - User can view and modify limits and collateral details, if required.
  - Commission Charges and Taxes - User can view and modify Commission, Charges and Taxes details, if required.
  - Preview Messages - User can view and modify preview details, if required.
  - Party Details - User can view and modify party details like beneficiary, advising bank etc., if required
  - Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
  - FX Linkage - User can view the FX Linkage details.
  - Tracer Details - User can view the tracer details.
1. Click **Reject Approve** to reject the transaction.

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

**Table 2-34 Action Buttons - Field Description**

Field	Description
<b>Documents</b>	View/Upload the required document.  Application displays the mandatory and optional documents. The user can view and input/view application details simultaneously. When a user clicks on the uploaded document, Document window get opened and on clicking the view icon of the uploaded document, Application screen should get split into two. The one side of the document allows to view and on the other side allows to input/view the details in the application
<b>Remarks</b>	Specify any additional information regarding the collection. This information can be viewed by other users processing the request.  Content from Remarks field should be handed off to Remarks field in Backend application.
<b>Overrides</b>	Click to view the overrides accepted by the user.
<b>Customer Instruction</b>	Click to view/ input the following <ul style="list-style-type: none"> <li>• Standard Instructions – In this section, the system will populate the details of Standard Instructions maintained for the customer. User will not be able to edit this.</li> <li>• Transaction Level Instructions – In this section, 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>Incoming Message</b>	This button displays the multiple messages (MT760 + up to 7 MT761. In case of MT798, the User can click and view the MT798 message(770,700/701).

Table 2-34 (Cont.) Action Buttons - Field Description

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

## 2.8 Customer - Acknowledgement

This topic helps you quickly get acquainted with the Customer Acknowledgement process.

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

To: <CUSTOMER NAME> DATE: DD-MM-YYYY

<CUSTOMER ADDRESS>

Dear Sir,

SUB: Acknowledgement to your LC Application number <CUSTOMER REFERENCE NUMBER> dated <APPLICATION DATE>

This letter is to inform you that we have received your application for issue of Import LC with the below details: CUSTOMER NAME: <CUSTOMER NAME>

CURRENCY/AMOUNT: <LC CCY/AMT>

YOUR REFERENCE NO: <CUSTOMER REFERENCE NUMBER>

OUR REF NUMBER: <PROCESS REFERENCE NUMBER>

We have also received the following Documents from you for processing the request:

Document Name 1

Document Name 2

Document Name n

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

This acknowledgement does not constitute issuance of LC.

Thank you for banking with us.

Regards,

<DEMO BANK>

Notice: This document is strictly private, confidential and personal to its recipients and should not be copied, distributed or reproduced in whole or in part, nor passed to any third party. The information contained in this e-mail/ message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments.

Thank you

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

## 2.8.1 Customer - Reject Advice

This topic helps you quickly get acquainted with the Customer - Reject Advice.

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

FROM:

<BANK NAME>>

<BANK ADDRESS

To: <CUSTOMER NAME> DATE: DD-MM-YYYY

<CUSTOMER ADDRESS>

<CUSTOMER ID>

Dear Sir,

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

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

After a thorough review of your application and the supporting documents submitted, we have concluded we will not be able to issue the LC due to the below reason <Reject Reason > On behalf of Demo Bank, we thank you for your ongoing business and trust we will continue to serve you in future.

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

Authorized Signatory

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