Guarantee Advised - Claim Settlement Islamic User Guide

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Guarantee Advised - Claim Settlement Islamic User Guide, Release 14.8.2.0.0

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Contents

Preface

This manual is designed to help you quickly get acquainted with the Oracle Banking Trade Finance Process Management 'Guarantee SBLC Advised - Claim Settlement Islamic' process.

Purpose

This manual is designed to help you quickly get acquainted with the **Guarantee Advise Claim Settlement Islamic** process.

Audience

This document is intended for the following audience:

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

Documentation Accessibility

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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.

Conventions

The following text conventions are used in this document:

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

Related Documents

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

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

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.

Acronyms and Abbreviations

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

Table 1   Acronyms and Abbreviations

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

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 2 Common Action Buttons and its Definitions

Action Buttons	Description
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Click **Cancel** to cancel the transaction input midway without saving any data.
Save & Close	Click **Save & Close** to save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Next	Click **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.
Submit	Click **Submit** 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 3 Symbols and Icons - Common

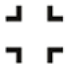
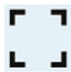
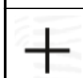
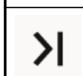
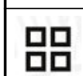
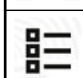
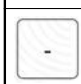
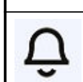
Symbol/Icon	Function
	Minimize
	Maximize
	Close
	Perform Search
	Open a list
	Date Range
	Add a new record
	Navigate to the first record
	Navigate to the last record
	Navigate to the previous record
	Navigate to the next record
	Grid view
	List view
	Refresh
	Click this icon to add a new row.
	Click this icon to delete a row, which is already added.
	Calendar
	Alerts

Table 3 (Cont.) Symbols and Icons - Common

Symbol/Icon	Function
	Unlock Option
	View Option
	Reopen Option

Table 4 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

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

Welcome to the Oracle Banking Trade Finance Process Management User Guide. This guide provides an overview on the OBTFPM 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 OBTFPM :

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

Overview

OBTFPM is a Trade Finance middle office platform, which enables bank to streamline the Trade Finance operations.

OBTFPM 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

OBTFPM helps banks to manage Trade Finance operations across the globe in different currencies. OBTFPM 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 Guarantee SBLC Advised - Claim Settlement Islamic

This User Manual describes the various stages of Guarantee SBLC Advised - Claim Settlement Islamic process.

The claim requested for Guarantee/SBLC can be settled through the Settlement Process.

The various stages involved for Claim Settlement of Guarantee Issued are:

- Receive and verify documents- Registration stage
- Input application details
- Upload of related mandatory and non-mandatory documents
- Verify documents and capture details- Data Enrichment stage
- Check balance availability for amount block
- Check for sanctions & KYC status
- Create amount block for charges
- Capture remarks for other users to check and act
- Hand off request to back office

The design, development and functionality of the Islamic Guarantee Advise Claim Settlement process flow is similar to that of conventional Guarantee Advice process flow.

This topic contains following subtopics:

- Registration
  This topic provides the systematic instructions to initiate the Registration stage of Guarantee SBLC Advised - Claim Settlement Islamic request.
- Data Enrichment
  This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee SBLC Advised - Claim Settlement Islamic request.
- Sanction Check Exceptional Approval
  This topic helps you quickly get acquainted with the Sanction Check Exceptional Approval process.
- Multi Level Approval
  This topic helps you quickly get acquainted with the Multi Level Approval process.

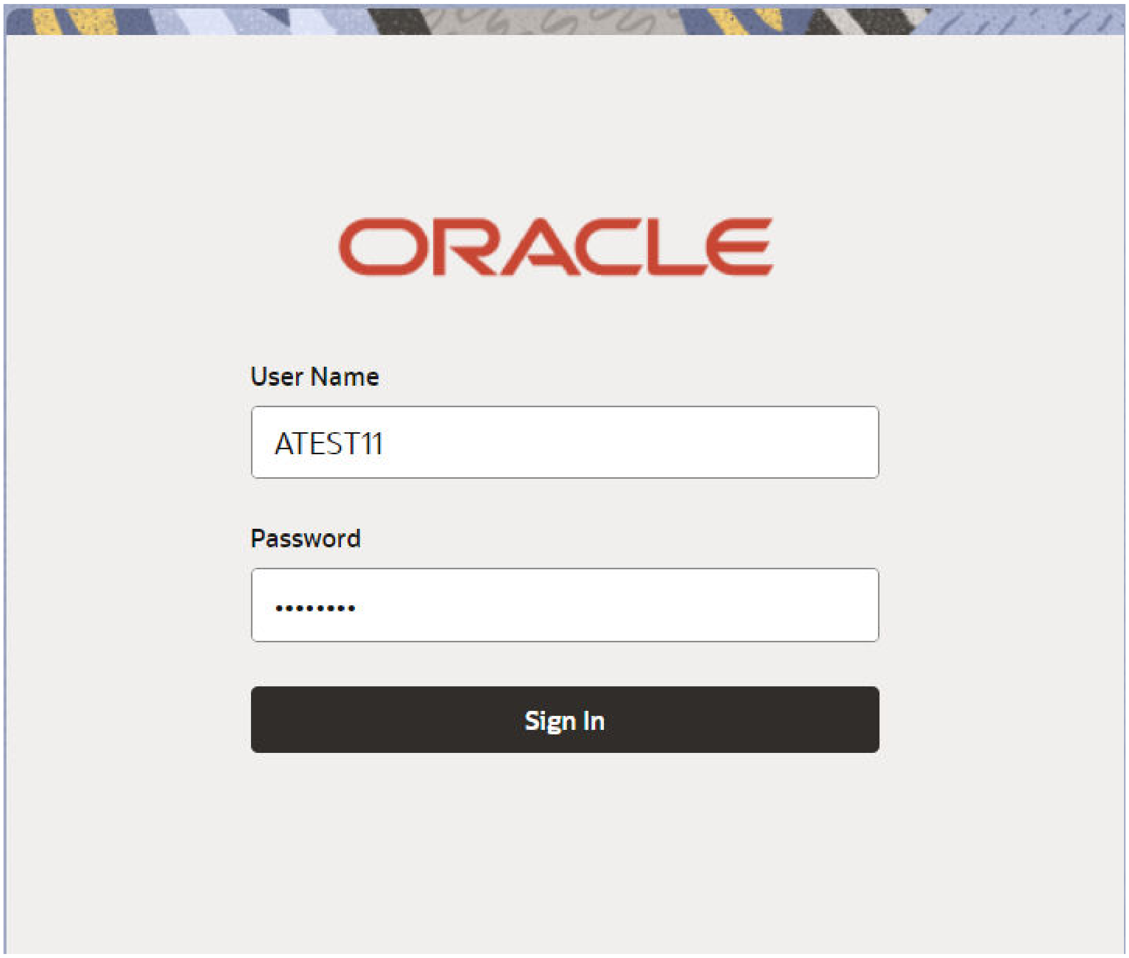
2.1 Registration

This topic provides the systematic instructions to initiate the Registration stage of Guarantee SBLC Advised - Claim Settlement Islamic request.

During the Registration stage, the user can register settlement of claim under a Guarantee SBLC Advised.
In this stage the user can initiate Settlement of Claim under a Guarantee SBLC Advised. The user can capture the basic details of the application.

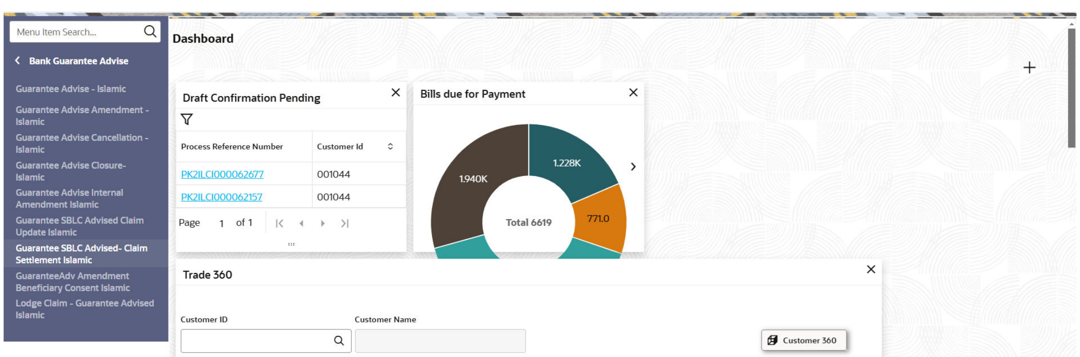
Specify **User ID** and **Password**, and login to **Home** screen.

Figure 2-1   LogIn Screen



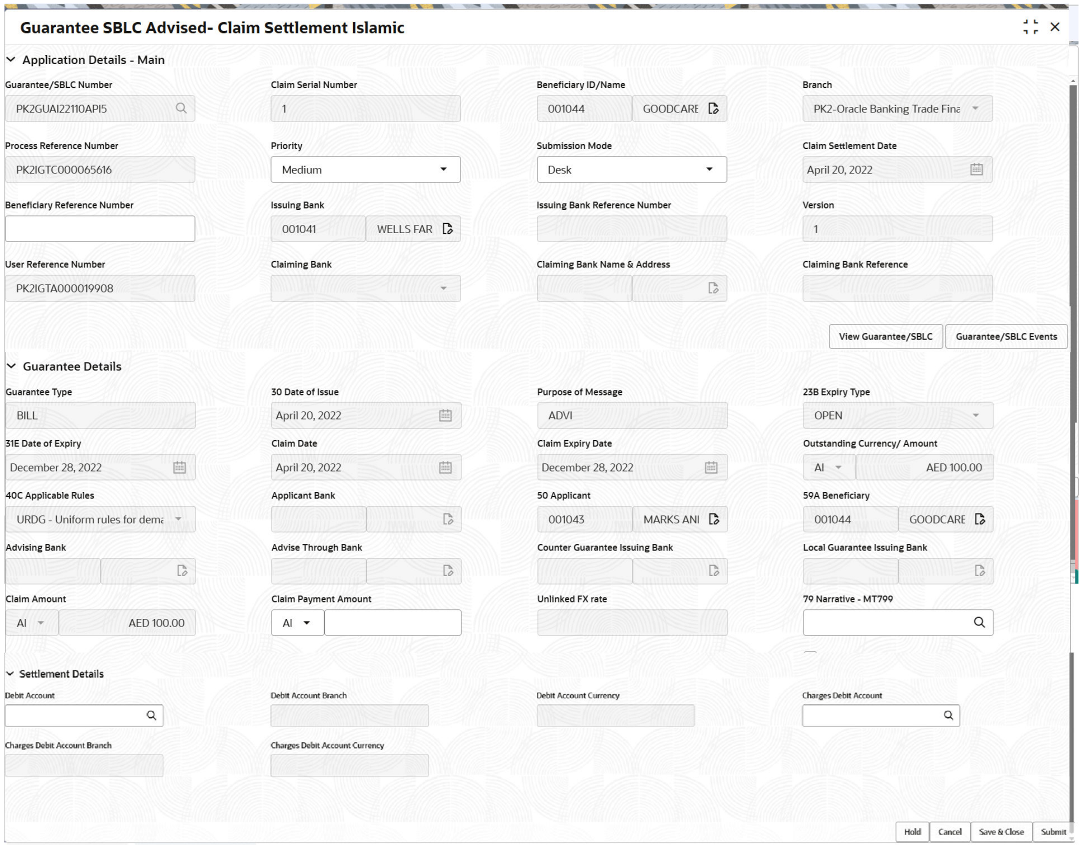
1. On **Home** screen, click **Trade Finance - Islamic**. Under **Trade Finance - Islamic**, click **Bank Guarantee Advise**.
2. Under **Bank Guarantee Advise**, click **Guarantee SBLC Advised - Claim Settlement Islamic**.

Figure 2-2   Guarantee SBLC Advised - Claim Settlement Islamic



The **Guarantee SBLC Advised- Claim Settlement Islamic** screen appears.
The Guarantee SBLC Advised- Claim Settlement Islamic - Registration stage has two sections Application Details and Guarantee Details. Let's look at the details of Registration screens below:

Figure 2-3 Application Details



The request is received at the Branch/ Front office or Processing centre. The user should be able to input the following details.

3. On **Guarantee SBLC Advised- Claim Settlement 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.

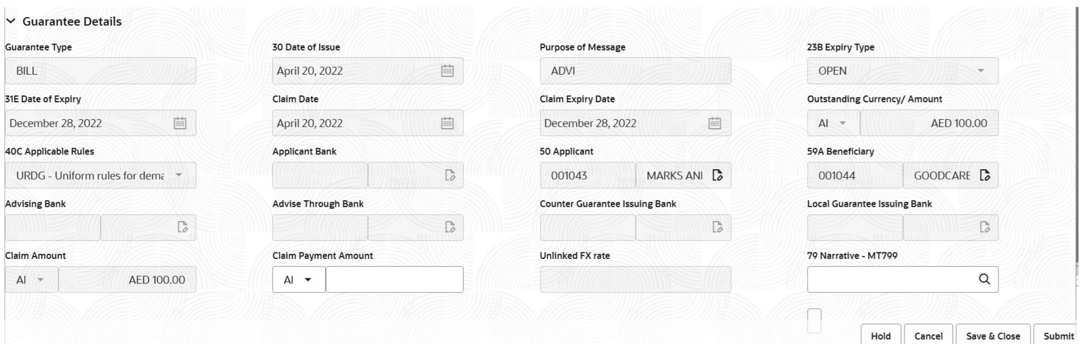
Table 2-1 Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Application Details

Field	Description
Guarantee/SBLC Number	Specify the Guarantee/SBLC number. Alternatively, click **Search** to search and select the Guarantee/ SBLC number from the look-up.
Claim Serial Number	Read only field. System defaults the claim serial number to which settlement has to be done.
Beneficiary ID/Name	Read only field. System defaults the beneficiary ID/ Name from Guarantee/ SBLC Advise.
Branch	Read only field. System defaults the branch name from Guarantee /SBLC Advise. Customer's home branch will be displayed.
Process Reference Number	Read only field. Unique sequence number for the transaction. This is auto generated by the system based on process name and branch code.
Priority	Priority maintained will be populated as either 'Low or Medium or High or Essential or Critical'. If priority is not maintained for a customer, **Medium** priority will be defaulted. User can change the priority.
Submission Mode	Select the submission mode of Guarantee SBLC Advised- Claim Settlement request from the drop-down list. By default the submission mode will have the value as **Desk**. • **Desk** - Request received through Desk • **Fax**- Request received through Fax • **Email**- Request received through Email
Claim Settlement Date	Read only field. By default, the application will display branch's current date for the claim settlement date.
Beneficiary Reference Number	Specify the Beneficiary Reference Number, if available.
Issuing Bank	Read only field. System defaults the Issuing Bank (applicable for CTB,LTB).
Issuing Bank Reference Number	Read only field. System defaults the Issuing Bank Reference Number (applicable for CTB,LTB).

Table 2-1 (Cont.) Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Application Details

Field	Description
Version	Read only field. System defaults the version number.
User Reference Number	Read only field. System defaults the Issuing Bank Reference Number from Guarantee/ SBLC claim.

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



4. On **Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Guarantee 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 2-2 Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Guarantee Details - Field Description

Field	Description
Guarantee Type	Read only field. System defaults the Guarantee type from Guarantee/ Standby Advise.
Date of Issue	Read only field. System defaults the date of issue from Guarantee /SBLC Advise.

Table 2-2 (Cont.) Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Guarantee Details - Field Description

Field	Description
Purpose of Message	Read only field. System defaults the purpose of message from Guarantee/ Standby Advised.
Expiry Type	Read only field. System defaults the expiry type from Guarantee/ SBLC Advised.
Date of Expiry	Read only field. Expiry date of the Guarantee Advise. System defaults the expiry date from Guarantee/ SBLC Advise.
Claim Date	Read only field. System defaults the claim date from Guarantee/ SBLC Advise.
Claim Expiry Date	Read only field. System defaults the claim expiry date from Guarantee/ SBLC Advise.
Outstanding Currency/ Amount	Read only field. System defaults outstanding currency and amount from Guarantee/ Standby Advised.
Applicable Rules	Read only field. This field displays the rules of the Guarantee. System defaults the value from Guarantee advise details.
Applicant Bank	Read only field. This system defaults the applicant bank details from Guarantee Advised.
Applicant	Read only field. System defaults the applicant from Guarantee advised.
Beneficiary	Read only field. System defaults the beneficiary from Guarantee/ SBLC Advise.
Advising Bank	Read only field. System defaults the details of the advising bank, if available.
Advising Through Bank	Read only field. System defaults the value of advising through bank, if available.
Counter Guarantee Issuing Bank	Read only field. System defaults the counter guarantee issuing through bank from Guarantee/ Standby Advised.
Local Guarantee Issuing Bank	Read only field. System defaults the loacl guarantee issuing bank from Guarantee/ Standby Advised.
Claim Amount	Read only field. System defaults the claim amount from the Guarantee Advise.
Claim Payment Amount	Select the currency and specify the the claim payment amount.
Unlinked FX rate	Read only field. If claim currency is different from local currency system displays the unlinked FX rate.

Table 2-2 (Cont.) Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Guarantee Details - Field Description

Field	Description
Narrative - MT799	Specify or click search icon to search and select the narrative.

5. On **Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Settlement Details** screen, specify the fields.

Figure 2-4 Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Settlement Details

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

> **Note**
>
> The fields which are marked as 'Required' are mandatory.

Table 2-3 Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Settlement Details - Field Description

Field	Description
Settlement Details	Specify the following settlement details:
Debit Account	Select the customer **Debit Account** from the list of values. If not selected, the default settlement account is used for debit components in this contract.
Debit Account Branch	Read only field. This field displays the **Debit Account Branch** as per the **Debit Account** selected.
Debit Account Currency	Read only field. This field displays the **Debit Account Currency** as per the **Debit Account** selected.

Table 2-3 (Cont.) Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Settlement Details - Field Description

Field	Description
Charges Debit Account	Select the account for debiting charges, commission, and taxes. If not selected, the system defaults to the maintained settlement account for all applicable components, and users can modify it at the component level. • If both the Debit Account and the Charges Debit Account are selected, the Debit Account applies to Cash Collateral, and the Charges Debit Account applies to Charges, Commission, and Taxes. • If only the Charges Debit account is selected, that is applicable only for Commission, Charge, and Tax, not for Cash Collateral. • If only the debit account is selected, it applies to Commission, Charge, Tax and Cash Collateral.
Charges Debit Account Branch	Read only field. This field displays the **Charges Debit Account Branch** as per the **Charges Debit Account** selected.
Charges Debit Account Currency	Read only field. This field displays the **Charges Debit Account Currency** as per the **Charges Debit Account** selected.

7. Click **Submit**.

   The task will move to next logical stage of Guarantee SBLC Advise Claim Settlement Islamic.
   For more information on action buttons, refer to the field description table below.

Table 2-4 Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Action Buttons - Field Description

Field	Description
Documents	Upload the claim documents received. Application displays mandatory and optional documents to be uploaded for Guarantee SBLC Advise - Claim Settlement Islamic.
Remarks	Specify any additional information regarding the Guarantee SBLC Advise - Claim Settlement. 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.
Customer Instruction	Click to view/ input the following: • **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. • **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.
View Guarantee/SBLC	Clicking this button allows the user to view the latest underlying Guarantee/SBLC from the back office system.

Table 2-4 (Cont.) Guarantee SBLC Advised- Claim Settlement Islamic - Registration - Action Buttons - Field Description

Field	Description
Guarantee/SBLC Events	Clicking Guarantee/SBLC Events button allows the user to view all the previous events under the Guarantee/Standby LC.
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancels the Guarantee SBLC Advised- Claim Settlement Islamic task. Details entered will not be saved and the task will be removed.
Save & Close	Save the information provided and holds the task in 'My Task' queue for working later. This option will not submit the request.
Submit	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 Guarantee SBLC Advised- Claim Settlement Islamic. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided.
Checklist	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.

- Document Linkage
  This topic provides the systematic instructions to initiate the document linkage.

2.1.1 Document Linkage

This topic provides the systematic instructions to initiate the document linkage.

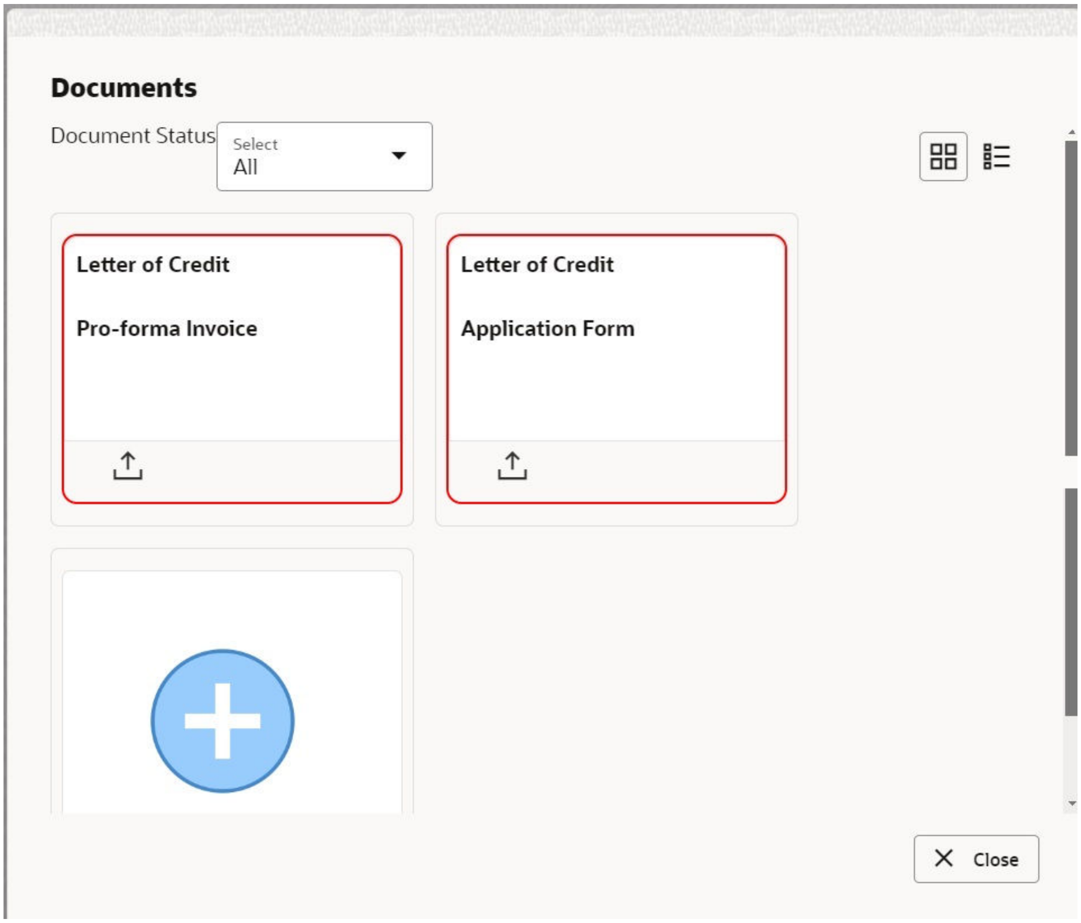
In , system should display Document Ids available in the DMS system. In DMS system, the documents can be Uploaded and stored for future access. Every document stored in DMS will have a unique document id along with other Metadata. The uploaded Document image in the DMS should be available/queried in the Process flow stage screens to link with the task by using the Document ID.

System displays the Documents ids which is not linked with any of the task. Mid office should allow either upload the document or link the document during task processing. The Mid office should allow to Link the same Document in multiple tasks.

Specify **User ID** and **Password**, and navigate to **Registration** screen.

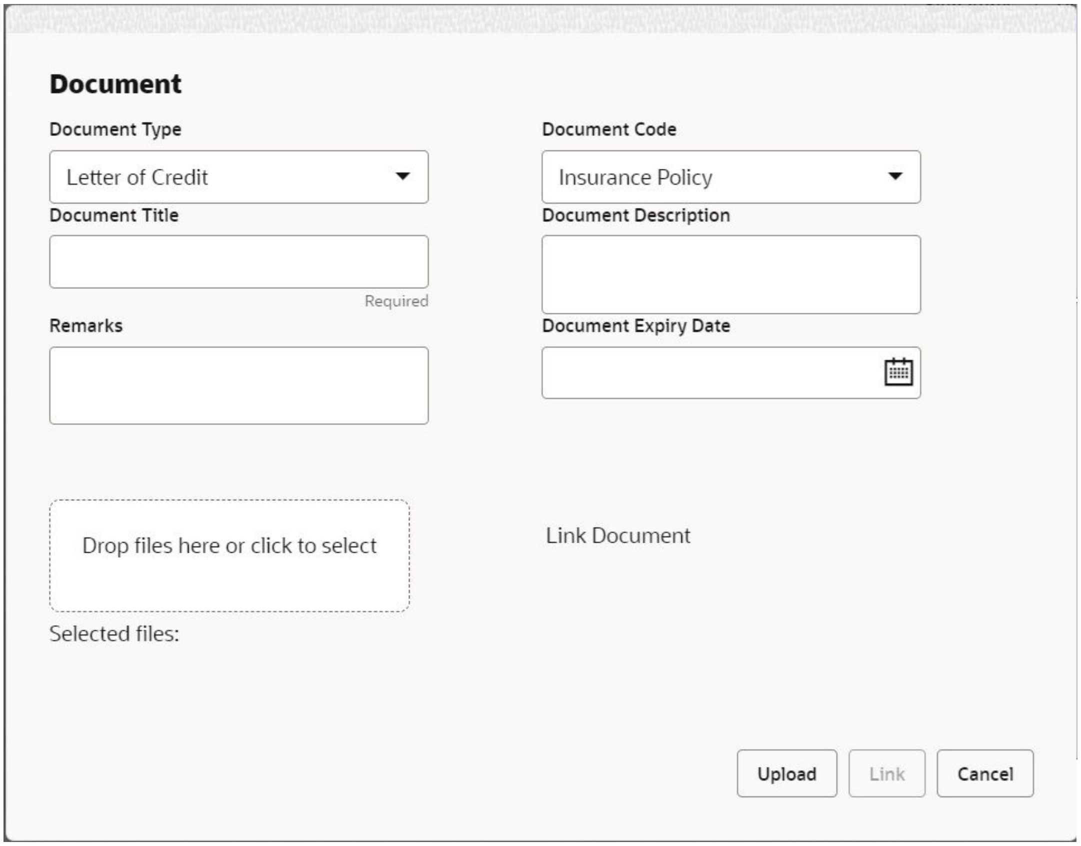
1. On the header of **Registration** screen, click, **Documents**.

The **Document** pop-up screen is displayed.



2. Click the **Add Additional Documents** button/ link.

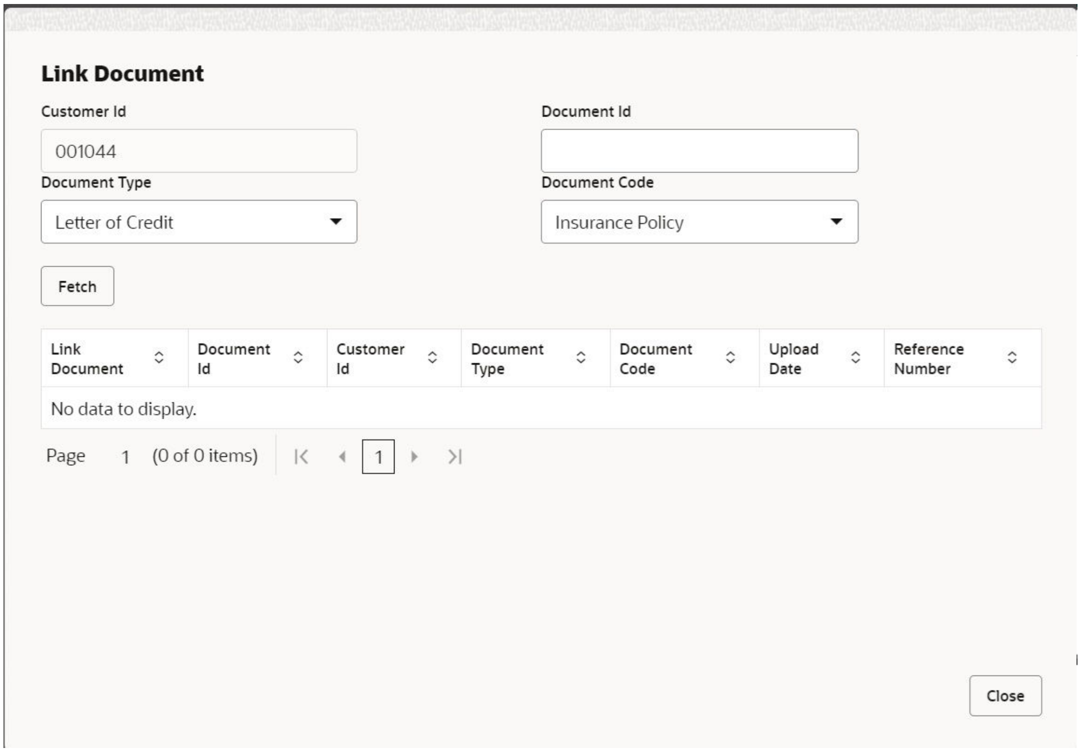
The **Document** screen is displayed.



Field	Description
Document Type	Select the document type from list. Indicates the document type from metadata.
Document Code	Select the document Code from list. Indicates the document Code from metadata.
Document Title	Specify the document title.
Document Description	Specify the document description.
Remarks	Specify the remarks.
Document Expiry Date	Select the document expiry date.
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.

3. Select the document to be uploaded or linked and click the **Link Document** link.

   The link **Document** pop up screen is displayed.
   The value selected in **Document Type** and **Document Code** of **Document** screen are defaulted in the **Link Document Search** screen.

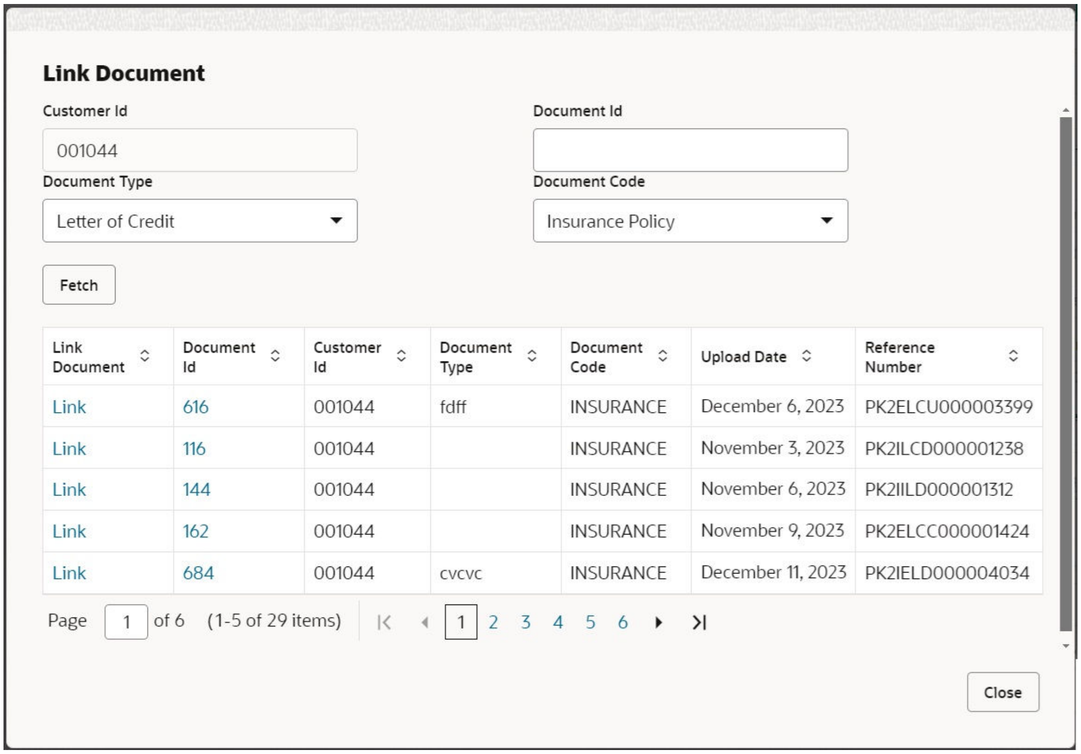


4. Click **Fetch** to retrieve the details from DMS.

   System displays all the documents available for the given **Document Type** and **Document Code** for the customer.

Field	Description
Customer ID	This field displays the transaction Customer ID.
Document ID	Specify the document ID.
Document Type	Select the document type from list.
Document Code	Select the document Code from list.
Search Result	
Document ID	This field displays the document ID from metadata.
Customer ID	This field displays the transaction customer ID.
Document Type	This field displays the document type from metadata.
Document Code	This field displays the document code from metadata.
Link Document	The link to link the existing uploaded documents from DMS to the workflow task.
Upload Date	The field displays the upload date of the document.
Reference Number	The field displays the reference number of the document.

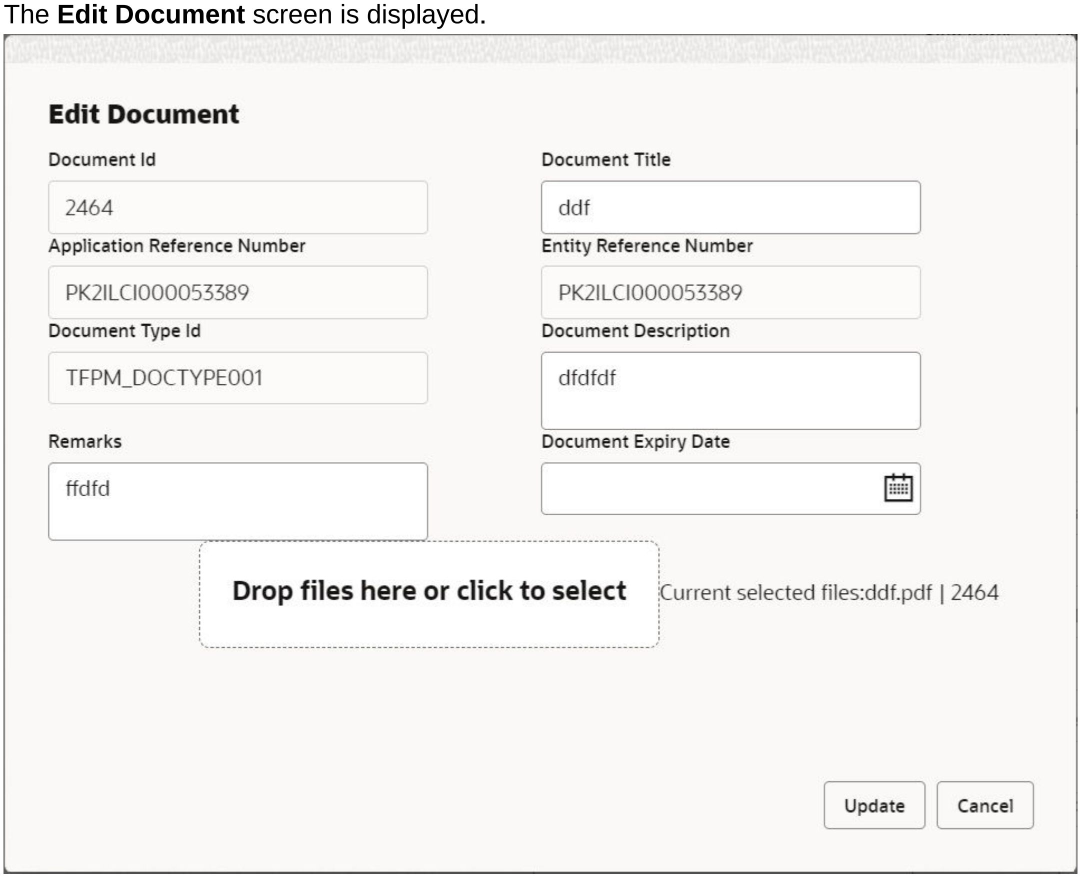
5. Click **Link** to link the particular document required for the current transaction.



Post linking the document, the user can View, Edit and Download the document.

6. Click **Edit** icon to edit the documents.

   The **Edit Document** screen is displayed.



2.2 Data Enrichment

This topic provides the systematic instructions to initiate the Data Enrichment stage of Guarantee SBLC Advised - Claim Settlement Islamic request.

On successful completion of Registration of an Guarantee SBLC Advised - Claim Settlement Islamic request, the request moves to Data Enrichment stage. At this stage the bank user can update the various claim fields. The user can input the transaction details.
At this stage the gathered information during Registration stage and claim settlement request are scrutinized and enter the data as required.

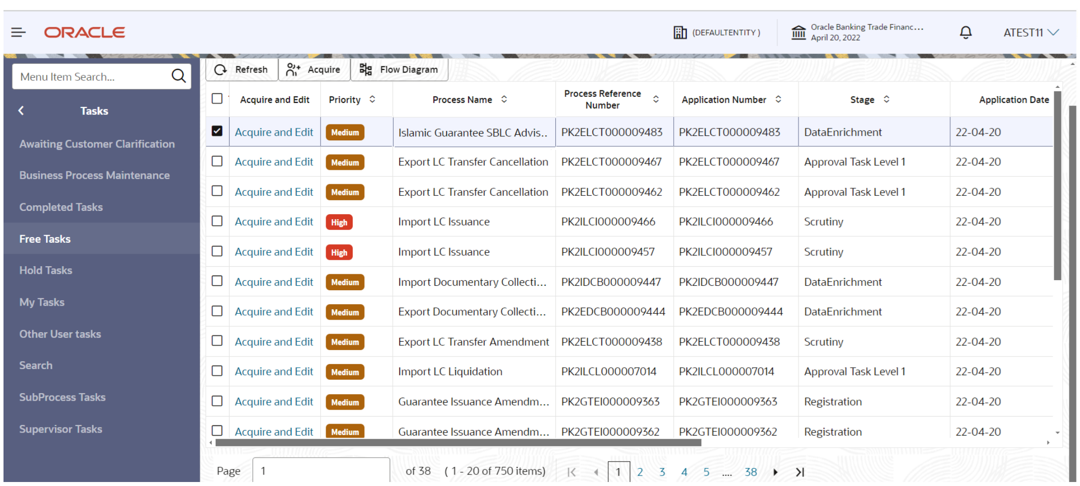
> **Note**
>
> For expired line of limits, the task moves to “Limit Exception” stage under Free Tasks, on ‘Submit’ of DE Stage with the reason for exception as “Limit Expired”.

Do the following steps to acquire a task currently at Data Enrichment stage:

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

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

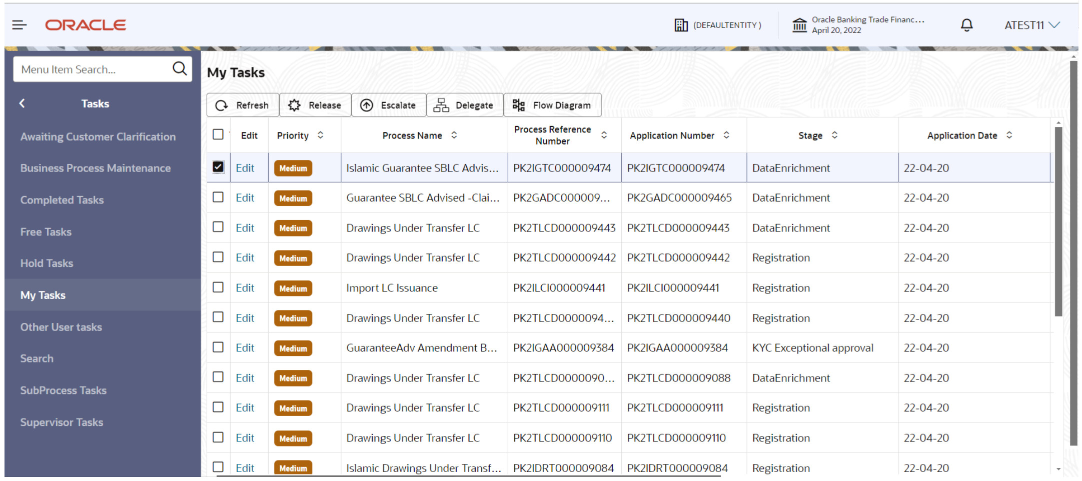
Figure 2-5 Free Task



The **Free Task** screen appears.

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

Figure 2-6 My Task



Let's look at the details for Data Enrichment stage. User can enter/update the following fields as part of settlement of claim under Guarantee/SBLC - Data Enrichment Stage. The Data Enrichment stage has the following hops for data capture:

- Main Details
  This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Guarantee SBLC Advised Claim Settlement Islamic request.
- Advices
  This topic provides the systematic instructions to capture the advices details of Guarantee SBLC Advised - Claim Settlement Islamic process.
- Additional Details
  This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee SBLC Advised - Claim Settlement Islamic process.
- Settlement Details
  This topic provides the systematic instructions to capture the settlement details of Guarantee SBLC Advised - Claim Settlement Islamic request.
- Summary
  This topic provides the systematic instructions to view the summary details in Data Enrichment stage of Guarantee SBLC Advised - Claim Settlement Islamic process.

2.2.1 Main Details

This topic provides the systematic instructions to initiate the main details of Data Enrichment stage of Guarantee SBLC Advised Claim Settlement Islamic request.

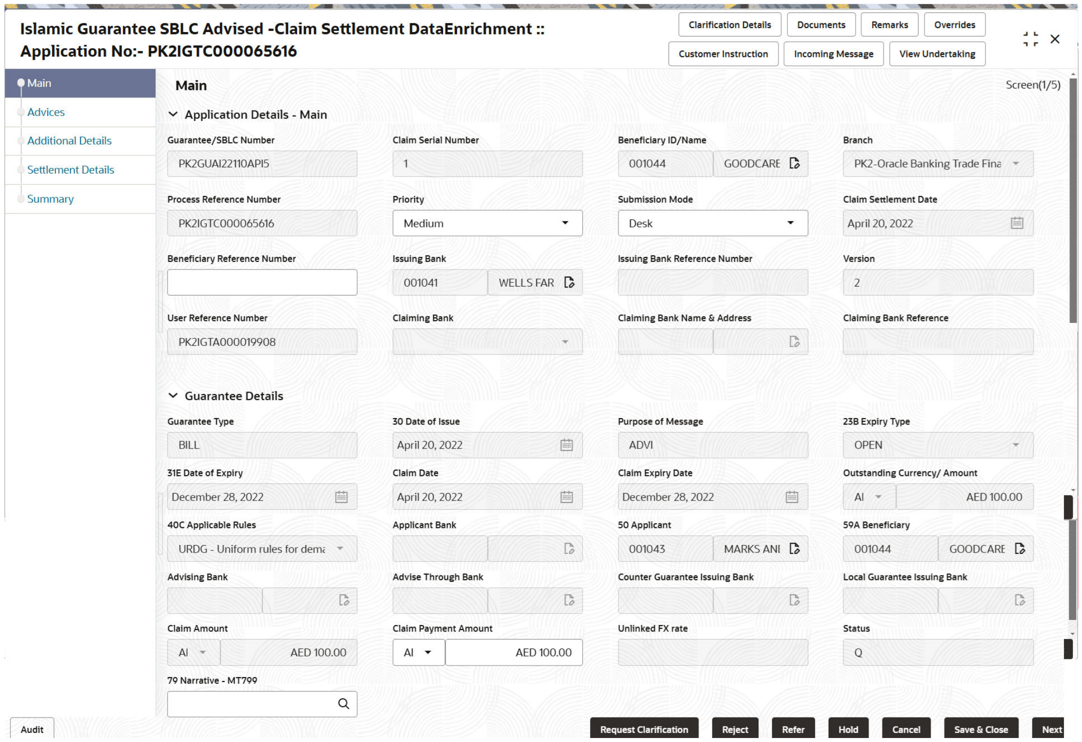
Main details section has two sub section as follows:

- Application Details
- Guarantee Details.

Application Details

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

Figure 2-7 Data Enrichment - Main



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

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

Table 2-5 Main - Application Details - Field Description

Field	Description
Guarantee/SBLC Number	Read only field. System defaults the value from Registration stage.
Claim Serial Number	Read only field. System defaults the claim serial number from Guarantee/ SBLC advise.
Beneficiary ID/Name	Read only field. System defaults the customer ID/ Name from Guarantee/ SBLC claim.
Branch	Read only field. System defaults the branch name from Guarantee /SBLC advised.

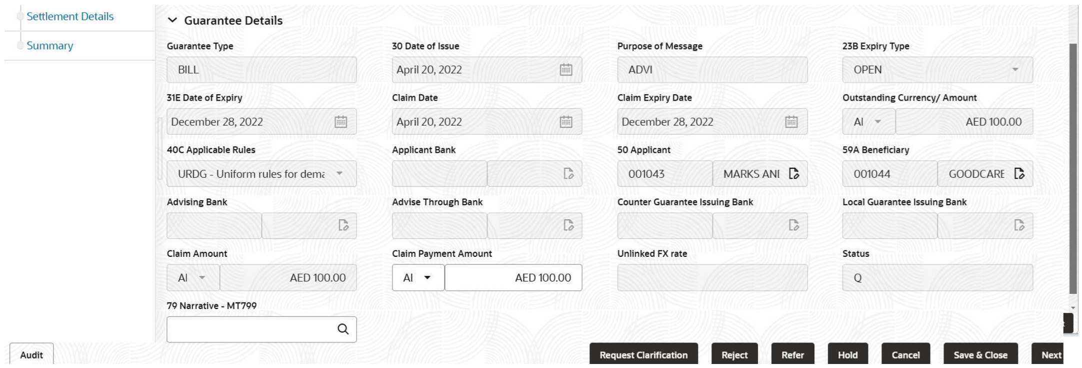
Table 2-5 (Cont.) Main - Application Details - Field Description

Field	Description
Process Reference Number	Read only field. Unique OBTFPM task reference number for the transaction. This is auto generated by the system based on process name and branch code.
Priority	Priority maintained will be populated as either 'Low/Medium/High/ Essential/Critical'. If priority is not maintained for a customer, **Medium** priority will be defaulted. User can change the priority.
Submission Mode	System defaults the submission mode of Guarantee Advised Claim Settlement request. By default the submission mode will have the value as **Desk**. • **Desk** - Request received through Desk • **Fax**- Request received through Fax • **Email** - Request received through Email The user can change the submission mode.
Claim Settlement Date	Read only field. By default, the application will display branch's current date for the claim settlement date.
Beneficiary Reference Number	Specify the Beneficiary Reference Number.
Issuing Bank	Read only field. System defaults the Issuing Bank name from Guarantee/ SBLC advise.
Issuing Bank Reference Number	Read only field. System defaults the Issuing Bank Reference Number from Guarantee/ SBLC advise.
Version	Read only field. System defaults the version number.
User Reference Number	Read only field. System defaults the User Reference Number from Guarantee/ SBLC advise.

Main - Guarantee Details

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

Figure 2-8 Main - Guarantee Details



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

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

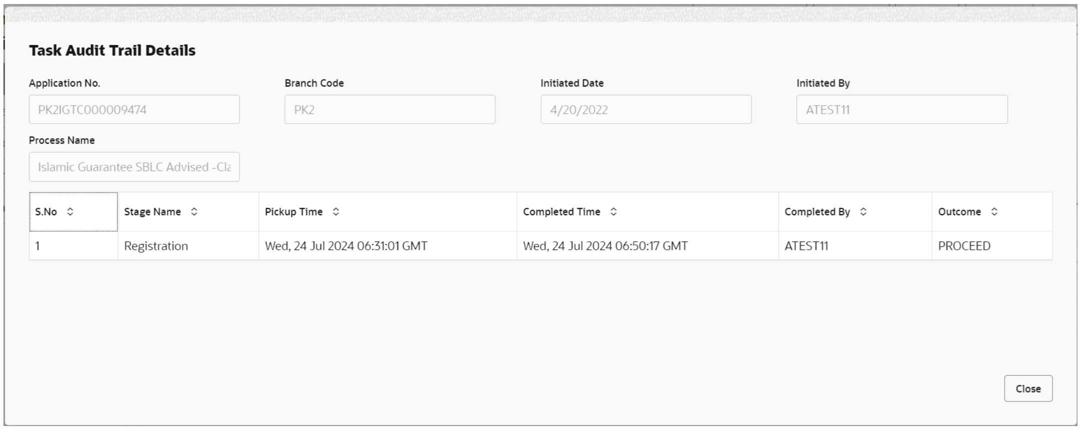
Table 2-6 Main - Guarantee Details - Field Description

Field	Description
Guarantee Type	Read only field. Guarantee type defaults from Guarantee/ Standby Advised.
Date of Issue	Read only field. System defaults the date of issue from Guarantee /SBLC Advised.
Purpose of Message	Read only field. System dafaults the purpose of message from Guarantee/ Standby Advised.
Expiry Type	Read only field. System defaults the expiry type from Guarantee/ SBLC Advised.
Date of Expiry	Read only field. Expiry date of the Guarantee Advise. System defaults the expiry date from Guarantee/ SBLC Advised.
Claim Date	Read only field. System defaults the claim date from Guarantee/ SBLC Advised.
Claim Expiry Date	Read only field. System defaults the claim expiry date from Guarantee/ SBLC Advised.
Outstanding Currency/ Amount	Read only field. System defaults outstanding currency and amount from Guarantee/ Standby Advised.
Applicable Rules	Read only field. System defaults the value from Guarantee Advised details.

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

Field	Description
Applicant Bank	Read only field. This system defaults the applicant bank details available in Guarantee.
Applicant	Read only field. System defaults the applicant from Guarantee/ SBLC Advised.
Beneficiary	Read only field. System defaults the beneficiary as in Guarantee/ SBLC Advised.
Advising Bank	Read only field. System defaults the advising bank if available.
Advising Through Bank	Read only field. System defaults the advising through bank if available in Guarantee Advise.
Counter Guarantee Issuing Bank	Read only field. System defaults the counter guarantee issuing through bank, if available in Guarantee Advise.
Local Guarantee Issuing Bank	Read only field. System defaults the local guarantee issuing bank, if available in Guarantee Advise.
Claim Amount	Read only field. System defaults the claim amount from the Guarantee Claim.
Claim Payment Amount	System defaults the claim amount and currency from the Guarantee Claim. The user can change the claim payment amount and currency.
Unlinked FX rate	Read only field. If claim currency is different from local currency system displays the unlinked FX rate.
Status	Read only field. This field displays the status of the Guarantee advised claim settlement.
Narrative - MT799	Specify or click search icon to search and select the narrative.

Audit



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

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

Table 2-7 Audit - Field Description

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

2. Click **Next**.

   The task will move to next data segment.

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

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

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

Field	Description
Documents	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.
Remarks	Specify any additional information regarding the Guarantee Advised Claim Settlement Islamic. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
View Undertaking	Clicking this button allows the user to view the undertaking details.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

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

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Next	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.

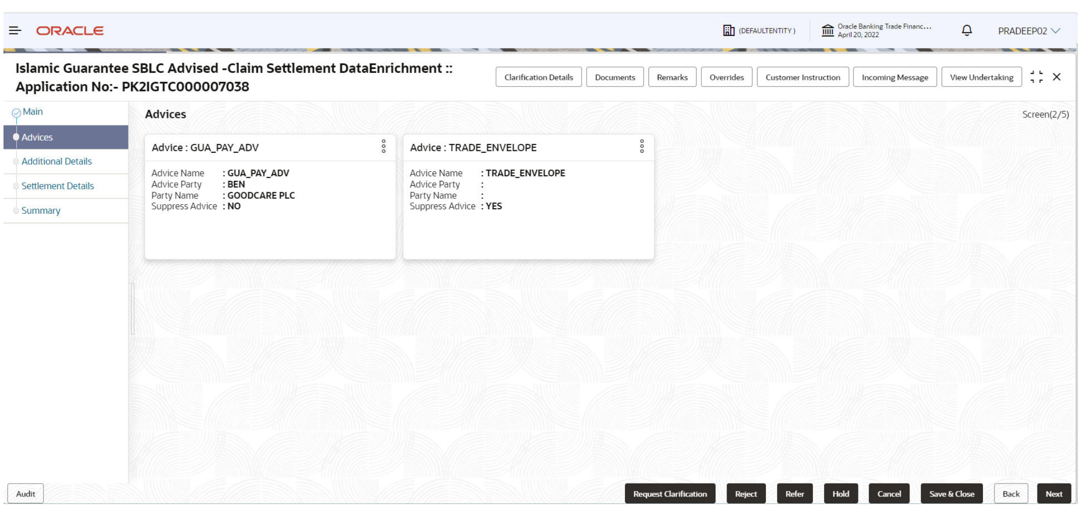
2.2.2 Advices

This topic provides the systematic instructions to capture the advices details of Guarantee SBLC Advised - Claim Settlement Islamic process.

A Data Enrichment User can verify the advices details data segment of the incoming Islamic guarantee claim Settlement request. This section defaults the advices maintained for the product based on the advices maintained at the Product level.

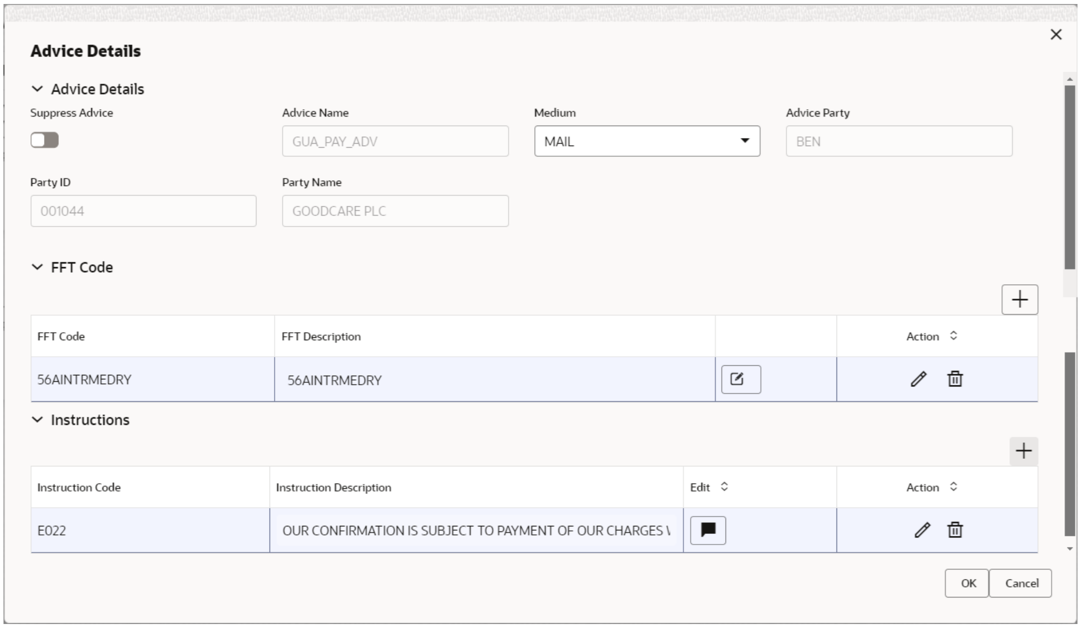
1. On **Advices** screen, click the 3 dots on any advice tile to view the advice details.

Figure 2-9 Advices



Advice Details

The user can also suppress the Advice, if required.

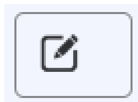


For more information on fields, refer to the field description table below.

Table 2-9 Advice Details

Field	Description
Suppress Advice	Enable this option to suppress the advice. Disable this option if suppress advice is not required.
Advice Name	Read only field. Advice name is defaulted from Guarantee Advise.
Medium	The medium of advices is defaulted from the system. The options are: • **MAIL** • **SWIFT** User can update, if required.
Advice Party	Read only field. The medium of advices is defaulted from the system.
Party ID	Read only field. Value be defaulted from Guarantee Advise.
Party Name	Read only field. Value be defaulted from Guarantee Advise.

Table 2-9 (Cont.) Advice Details

Field	Description
FTT Code	Specify the free format text based on the following table. Click plus icon to add new FFT code.
FTT Code	Click **Search** to search and select the FFT Code.
FFT Description	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.
Action	Click delete icon to remove any existing FFT code. Click edit icon to edit the existing FFT code.
Instructions	Specify the instrunction details based on the following table. Click plus icon to add new instruction code.
Instruction Code	Click **Search** to search and select the instruction Code.
Instruction Description	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.
Action	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 2-10 Advices - Action Buttons - Field Description

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

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

Field	Description
Remarks	Specify any additional information regarding the Guarantee Advised Claim Settlement Islamic. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
View Undertaking	Clicking this button allows the user to view the undertaking details.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

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

Field	Description
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Next	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.

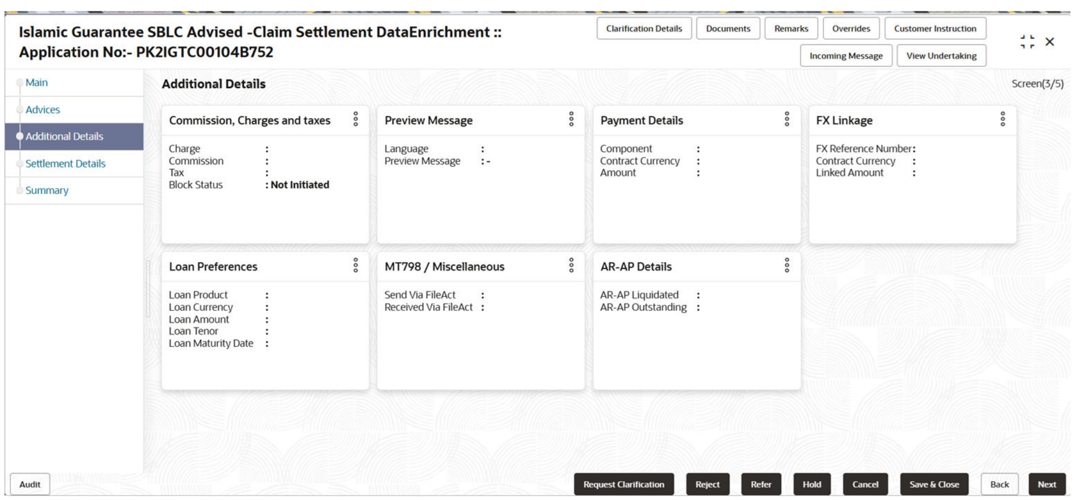
2.2.3 Additional Details

This topic provides the systematic instructions to capture the additional details in Data Enrichment stage of Guarantee SBLC Advised - Claim Settlement Islamic process.

A Data Enrichment user can verify/input/update the basic additional details available in the Claim Settlement request. In case the request is received through online channel user will verify the details populated. As a part of Additional details section, Guarantee /Standby claim settlement may have impact on Charges.
If any of the fields in the financial section of the pop up screen is checked then the limits and collaterals screen will be enabled.

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

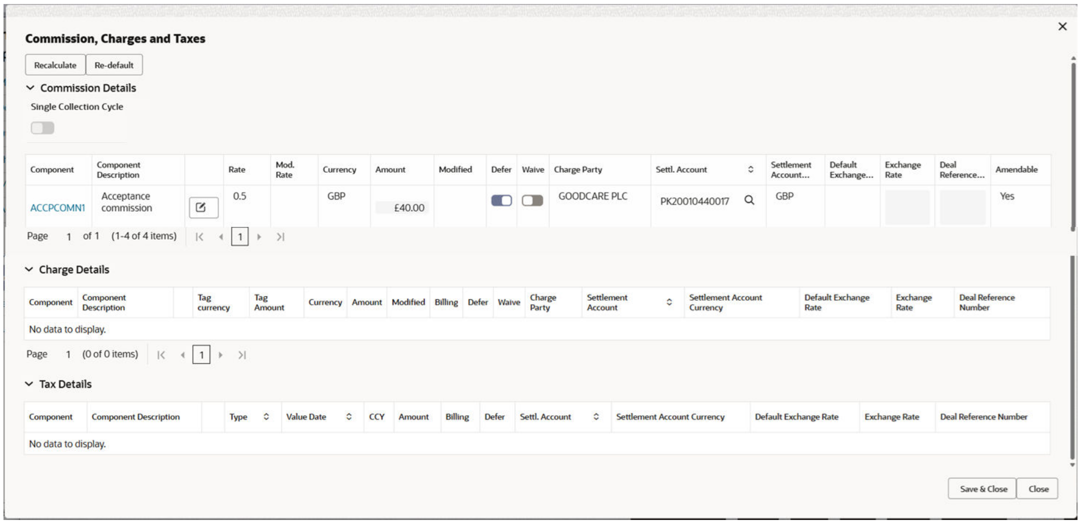
Figure 2-10 Additional Details



2. Click **Commission, Charges and Taxes** to save the details and close the screen.

Commission, Charges and Taxes

This section displays charge details. On landing the additional tab, charges and tax if any will get defaulted. 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.



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

Table 2-11 Charge Details - Field Description

Field	Description
Commission Details	This section displays the commission details. All charges, commission and margin are collected from the counter-party by default.
Component	This field displays the commission component.
Rate	This field 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.
Mod. Rate	From the default value, if the rate is changed the value gets updated in this field.
Currency	This field displays the currency in which the commission have to be collected.
Amount	This field 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.
Modified	From the default value, if the amount is changed, the value gets updated in the modified amount field.
Defer	If enabled, charges/commissions has to be deferred and collected at any future step.

Table 2-11 (Cont.) Charge Details - Field Description

Field	Description
Waive	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.
Charge Party	Charge party is 'Applicant' by default. User can change the value to Beneficiary.
Settl. Account	System defaults the settlement account. The user can modify the settlement account.
Settlement Account Currency	Read only field. This field displays the settlement account currency defaulted by the system.
Default Exchange Rate	Read only field. This field displays the maintained exchange rate when the component currency differs from the settlement account currency.
Exchange Rate	Specify **Exchange Rate** upto 4 decimal places, if applicable. System rounds off values beyond 4 decimals. • Do not specify Exchange Rate for deferred charges, commission, and tax components under AR-AP. System restricts input for these components. • Specify Exchange Rate within the allowed range. System allows save without any message. • If Exchange Rate exceeds the allowed range but is within the override band. Click Save and Close. System displays the override message - "Exchange Rate has exceeded Override Limit" Proceed after accepting the override. • If Exchange Rate exceeds the stop limit. Click Save and Close. System displays the error message - "Exchange Rate has exceeded Stop Limit" System does not allow the transaction to proceed. **Note**: In Payment Details section, except for liquidation components (e.g., BILL_LIQ_AMTEQ and LCGCLM_LIQD), settlement account currency, exchange rate, default exchange rate, and deal reference number fields are not editable for all other components.
Deal Reference Number	**Deal Reference Number** allows up to **30 characters**. Entries longer than 30 characters are not allowed. **Deal Reference Number** can be specified only when **Exchange Rate** has a value. If **Exchange Rate** is blank and a **Deal Reference Number** is specified, the system displays: "Cannot add Deal Reference without specifying the Exchange Rate value."
Amendable	Displays if the field is amendable or not.
Charge Details	This section displays the**Charge Details**.
Component	This field displays the charge component type.
Tag Currency	This field displays the tag currency in which the charges have to be collected.
Tag Amount	This field displays the tag amount that is maintained under the product code.
Currency	This field displays the currency in which the charges have to be collected.

Table 2-11 (Cont.) Charge Details - Field Description

Field	Description
Amount	This field displays the amount that is maintained under the product code.
Modified	From the default value, if the rate is changed or the amount is changed, the value gets updated in the modified amount field.
Billing	If charges are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. 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. The user can not enable/disable the option, if it is de-selected by default. This field is disabled, if 'Defer' toggle is enabled.
Defer	If charges have to be deferred and collected at any future step, this check box has to be selected. 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. 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.
Waive	Enble the toggle, if charges has to be waived. Based on the customer maintenance, the charges should be marked for Billing or for Defer. This field is disabled, if **Defer** toggle is enabled.
Charge Party	Charge party is applicant by default. User can change the value to beneficiary.
Settlement Account	Settlement account is defaulted by the system. The user can change the settlement account.
Settlement Account Currency	Read only field. This field displays the settlement account currency defaulted by the system.
Default Exchange Rate	Read only field. This field displays the maintained exchange rate when the component currency differs from the settlement account currency.

Table 2-11 (Cont.) Charge Details - Field Description

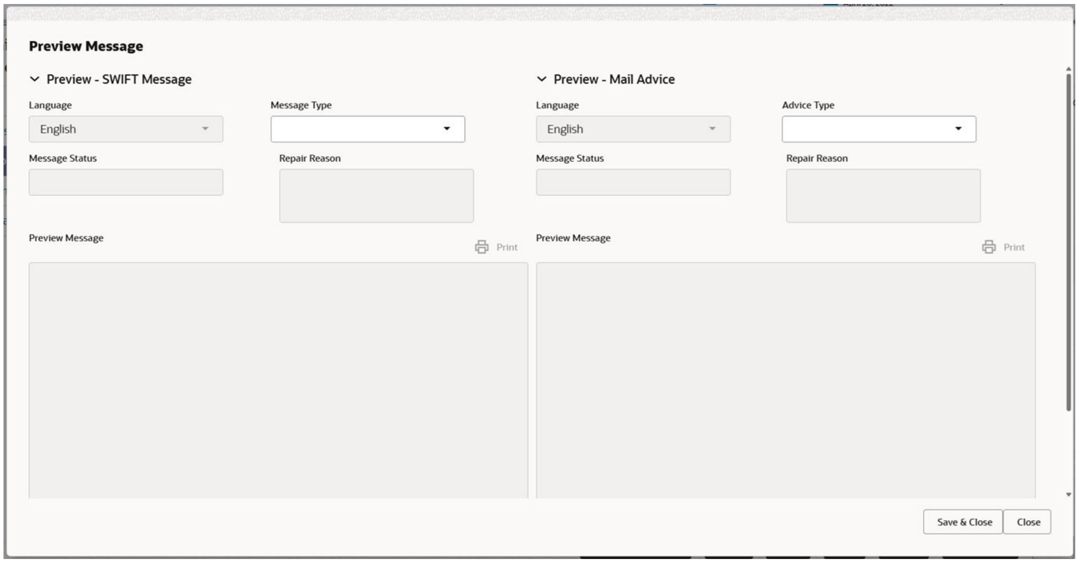
Field	Description
Exchange Rate	Specify **Exchange Rate** upto 4 decimal places, if applicable. System rounds off values beyond 4 decimals. • Do not specify Exchange Rate for deferred charges, commission, and tax components under AR-AP. System restricts input for these components. • Specify Exchange Rate within the allowed range. System allows save without any message. • If Exchange Rate exceeds the allowed range but is within the override band. Click Save and Close. System displays the override message - "Exchange Rate has exceeded Override Limit" Proceed after accepting the override. • If Exchange Rate exceeds the stop limit. Click Save and Close. System displays the error message - "Exchange Rate has exceeded Stop Limit" System does not allow the transaction to proceed. **Note**: In Payment Details section, except for liquidation components (e.g., BILL_LIQ_AMTEQ and LCGCLM_LIQD), settlement account currency, exchange rate, default exchange rate, and deal reference number fields are not editable for all other components.
Deal Reference Number	**Deal Reference Number** allows up to **30 characters**. Entries longer than 30 characters are not allowed. **Deal Reference Number** can be specified only when **Exchange Rate** has a value. If **Exchange Rate** is blank and a **Deal Reference Number** is specified, the system displays: “Cannot add Deal Reference without specifying the Exchange Rate value.”
Tax Details	Displays the tax details. 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.
Component	This field displays the tax component.
Type	This field displays the type of tax component.
Value Date	This field displays the value date of tax component.
Ccy	This field displays the currency in which the tax have to be collected. The tax currency is the same as the commission.
Amount	This field displays the tax amount based on the percentage of commission maintained. You can edit the tax amount, if applicable.
Billing	If taxes are handled by separate billing engine, then by selecting billing the details to be available for billing engine for further processing. This field is disabled, if ‘Defer’ toggle is enabled.
Defer	If taxes have to be deferred and collected at any future step, this option has to be enabled. The user can enable/disable the option the check box. On de-selection the user has to click on ‘Recalculate’ charges button for re-simulation.
Settl. Account	System defaults the settlement account. The user can modify the settlement account.

Table 2-11 (Cont.) Charge Details - Field Description

Field	Description
Settlement Account Currency	Read only field. This field displays the settlement account currency defaulted by the system.
Default Exchange Rate	Read only field. This field displays the maintained exchange rate when the component currency differs from the settlement account currency.
Exchange Rate	Specify **Exchange Rate** upto 4 decimal places, if applicable. System rounds off values beyond 4 decimals. • Do not specify Exchange Rate for deferred charges, commission, and tax components under AR-AP. System restricts input for these components. • Specify Exchange Rate within the allowed range. System allows save without any message. • If Exchange Rate exceeds the allowed range but is within the override band. Click Save and Close. System displays the override message - "Exchange Rate has exceeded Override Limit" Proceed after accepting the override. • If Exchange Rate exceeds the stop limit. Click Save and Close. System displays the error message - "Exchange Rate has exceeded Stop Limit" System does not allow the transaction to proceed. **Note**: In Payment Details section, except for liquidation components (e.g., BILL_LIQ_AMTEQ and LCGCLM_LIQD), settlement account currency, exchange rate, default exchange rate, and deal reference number fields are not editable for all other components.
Deal Reference Number	**Deal Reference Number** allows up to **30 characters**. Entries longer than 30 characters are not allowed. **Deal Reference Number** can be specified only when **Exchange Rate** has a value. If **Exchange Rate** is blank and a **Deal Reference Number** is specified, the system displays: “Cannot add Deal Reference without specifying the Exchange Rate value.”

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

Preview Message
The bank user can view a preview of the message and advice simulated from back office which is based on the guarantee Claim captured in the previous screen.



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

Table 2-12 Preview Message - Field Description

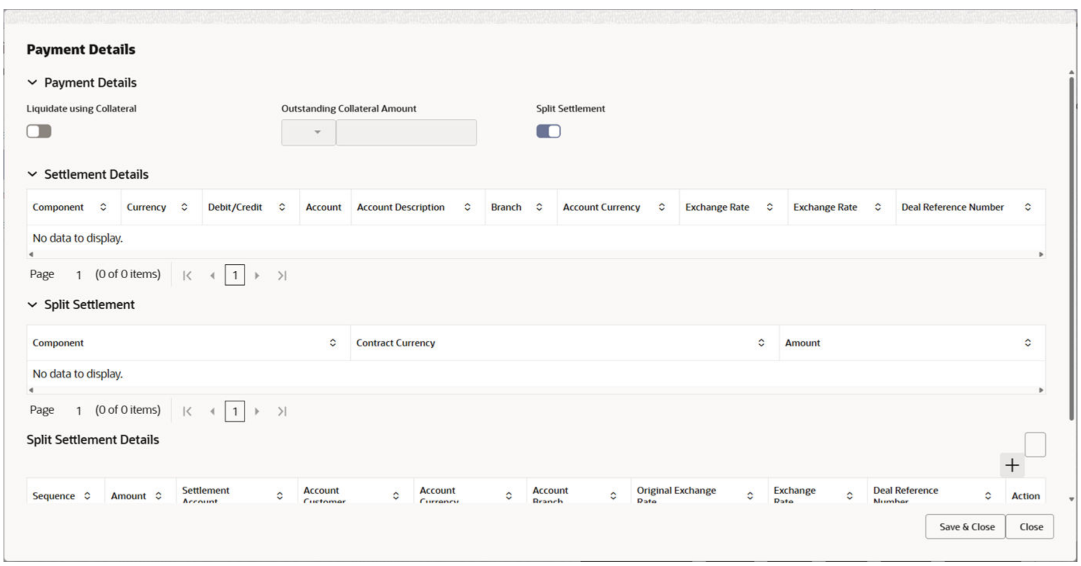
Field	Description
Preview SWIFT Message	Displays the preview of SWIFT Messages.
Language	Read only field. The language to preview the draft guarantee details. English is set as default language for the preview.
Message Type	Select the message type from the drop down.
Message Status	Read only field. Display the message status of draft message of guarantee details.
Repair Reason	Read only field. Display the message repair reason of draft message of guarantee details.
Preview Message	This field displays a preview of the draft message.
Preview Mail Advice	The preview message-mail advice is simulated from the back office and the user can view the message.
Language	Read only field. The language for the advice message. English is set as default language for the preview.
Advice Type	Select the advice type.
Message Status	Read only field. Display the message status of draft message of guarantee details.
Repair Reason	Read only field. Display the message repair reason of draft message of guarantee details.
Preview Message	This field displays a preview of advice.

Table 2-12 (Cont.) Preview Message - Field Description

Field	Description
Print (SWIFT messages)	If the required SMS rights are available, user can print SWIFT message previews and enquiry views, and Mail advice previews and enquiry views. Printed output matches the back-office format and includes a watermark based on context: **DRAFT MESSAGE/DRAFT ADVICE** for previews and midoffice enquiries, and **COPY MESSAGE/COPY ADVICE** for back-office enquiries. **Note**: If printing fails due to a technical issue (for example, printer, workstation, or connectivity issues), the system displays the error message: **"Unable to Print. Try again later !"**
Print (Mail advices)	If the required SMS rights are available, user can print Mail advice previews and enquiry views. Printed output matches the back-office format and includes a watermark based on context: **DRAFT MESSAGE/DRAFT ADVICE** for previews and midoffice enquiries, and **COPY MESSAGE/COPY ADVICE** for back-office enquiries. **Note**: If printing fails due to a technical issue (for example, printer, workstation, or connectivity issues), the system displays the error message: **"Unable to Print. Try again later !"**

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

Payment Details
As part of DE, the bank user can capture the payment details under a claim. The user can also be able to input the transaction details. The user can scrutinize the claim settlement request and input data as required.



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

Table 2-13 Payment Details - Field Description

Field	Description
Payment Details	Specify the Payment Details.

Table 2-13 (Cont.) Payment Details - Field Description

Field	Description
Liquidate using Collateral	If the claim settlement has to be paid, via collateral the user has to select the Liquidate using collateral. User can liquidate using collateral only if collateral has been mapped at the time of Guarantee Issuance. In case collateral not mapped during issuance, user cannot add collaterals and use the same during liquidation.
Outstanding Collateral Amount	Read Only field. System defaults the outstanding collateral amount (if mapped).
Settle Available Amount	If partial settlement amount is debited from applicant and the balance have to be settled against loan, user to select this option.
Split Settlement	Enable the option to select more than one account for settlement (Split Settlement) for the liquidation of an import or export drawing or collection bill.
Settlement Details	Specify the Settlement Details.
Component	System defaults the component based on the product selected.
Currency	System defaults the currency for the component.
Debit/Credit	System defaults the debit/ credit value for the component.
Account	System defaults the customer account. User can modify the account.
Account Description	System defaults the description of the customer's account.
Branch	System defaults the branch of the customer's account.
Account Currency	This field defaults the currency of the account.
Default Exchange Rate	Read only field. This field displays the maintained exchange rate when the component currency differs from the settlement account currency.
Exchange Rate	Specify **Exchange Rate** upto 4 decimal places, if applicable. System rounds off values beyond 4 decimals. • Do not specify Exchange Rate for deferred charges, commission, and tax components under AR-AP. System restricts input for these components. • Specify Exchange Rate within the allowed range. System allows save without any message. • If Exchange Rate exceeds the allowed range but is within the override band. Click Save and Close. System displays the override message - "Exchange Rate has exceeded Override Limit" Proceed after accepting the override. • If Exchange Rate exceeds the stop limit. Click Save and Close. System displays the error message - "Exchange Rate has exceeded Stop Limit" System does not allow the transaction to proceed. **Note**: In Payment Details section, except for liquidation components (e.g., BILL_LIQ_AMTEQ and LCGCLM_LIQD), settlement account currency, exchange rate, default exchange rate, and deal reference number fields are not editable for all other components.
Deal Reference Number	**Deal Reference Number** allows up to **30 characters**. Entries longer than 30 characters are not allowed. **Deal Reference Number** can be specified only when **Exchange Rate** has a value. If **Exchange Rate** is blank and a **Deal Reference Number** is specified, the system displays: "Cannot add Deal Reference without specifying the Exchange Rate value."

Table 2-13 (Cont.) Payment Details - Field Description

Field	Description
Split Settlement	Below section appears, if user enables the **Split Settlement** option.
Contract Currency	System defaults the contract currency for the component.
Amount	The Amount for each component. This is populated from the transaction details of the guarantee issuance.
Split Settlement Details	Below section appears, if user enables the **Split Settlement** option. Click '+' plus icon to add new Split Settlement details. Click **-** minus icon to delete the Split Settlement record.
Sel.	Check box to select the split settlement details record/s.
Seqence	The sequence number is auto populated with the value, generated by the system.
Amount	Specify the amount for the split settlement.
Settlement Account	Click **Search** to search and select the settlement account from the look-up.
Account Customer	Displays the customer's account based on the settlement account selection.
Account Currency	Displays the customer's account currency based on the settlement account selection.
Account Branch	Displays the branch of the customer's account based on the settlement account selection.
Default Exchange Rate	Read only field. System defaults the Default exchange rate as simulated in settlement details section from OBTF on clicking the **Fetch Exchange Rate** button. This field displays the maintained exchange rate when the component currency differs from the settlement account currency.
Exchange Rate	Specify **Exchange Rate** upto 4 decimal places, if applicable. System rounds off values beyond 4 decimals. • Do not specify Exchange Rate for deferred charges, commission, and tax components under AR-AP. System restricts input for these components. • Specify Exchange Rate within the allowed range. System allows save without any message. • If Exchange Rate exceeds the allowed range but is within the override band. Click Save and Close. System displays the override message - "Exchange Rate has exceeded Override Limit" Proceed after accepting the override. • If Exchange Rate exceeds the stop limit. Click Save and Close. System displays the error message - "Exchange Rate has exceeded Stop Limit" System does not allow the transaction to proceed. **Note**: In Payment Details section, except for liquidation components (e.g., BILL_LIQ_AMTEQ and LCGCLM_LIQD), settlement account currency, exchange rate, default exchange rate, and deal reference number fields are not editable for all other components.
Deal Reference Number	**Deal Reference Number** allows up to **30 characters**. Entries longer than 30 characters are not allowed. **Deal Reference Number** can be specified only when **Exchange Rate** has a value. If **Exchange Rate** is blank and a **Deal Reference Number** is specified, the system displays: “Cannot add Deal Reference without specifying the Exchange Rate value.”

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 Guarantee/SBLC Claim Settlement. FX Linkage call should be triggered on DE-submit.

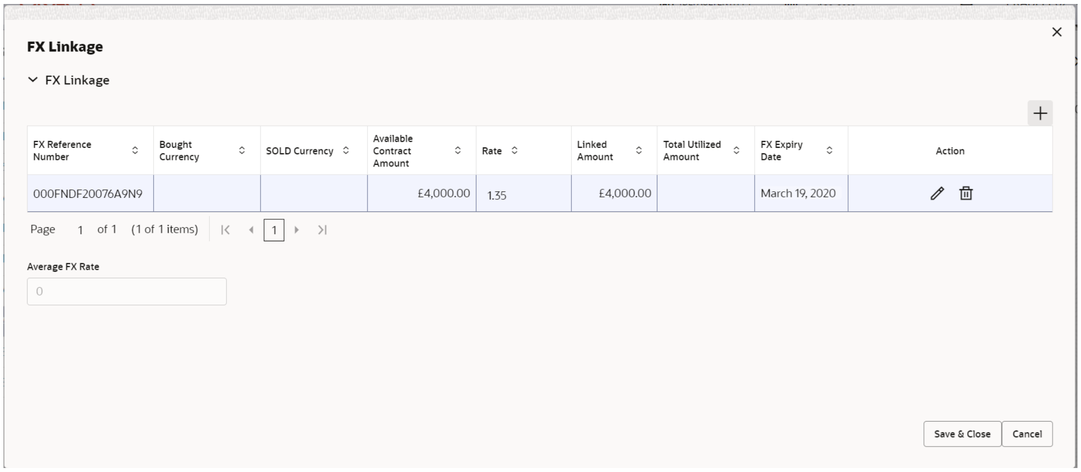
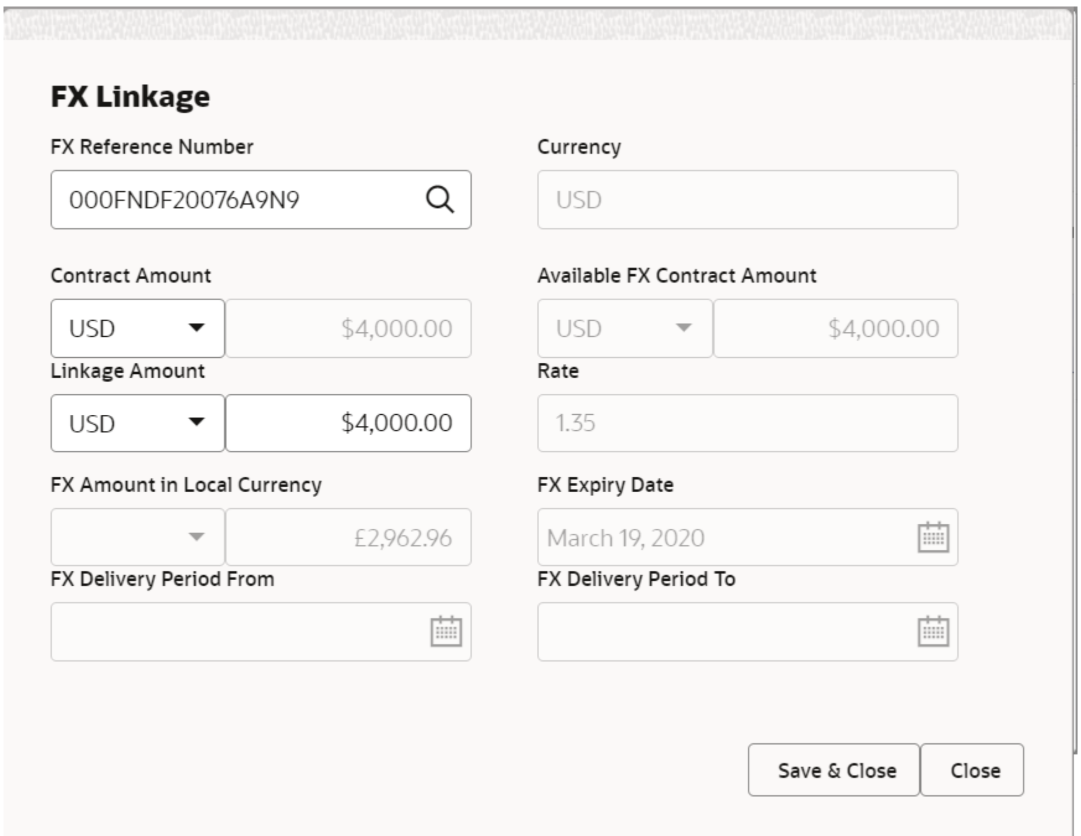


Figure 2-11 FX Linkage Details



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

Table 2-14 FX Linkage - Field Description

Field	Description
FX Linkage	Click + to add multiple **FX Details**. Below fields are displayed on the FX linkage pop-up screen, if the user clicks plus icon.
FX Reference Number	Click **Search** 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, • Counterparty of the FX contract should be the counterparty of the Bill contract. • Active Forward FX transactions authorized not marked for auto liquidation. 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.
Currency	This field displays the FX BOT currency from the linked FX contract.
Contract Amount	TThis field displays the FX BOT currency and Amount. The user can change the currency.
Available FX Contract Amount	This field displays the available FX contract amount. The value is from the “Available Amount” in FXDLINKG screen in OBTR. Available Amount BOT currency and Amount is displayed.
Linkage Amount	This field displays 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.
Rate	This field displays the rate at which the contract is booked.
FX Amount in Local Currency	This field displays the FX amount in local currency. The value is defaulted as FX BOT currency and Amount from FXDTRONL
FX Expiry Date	This field displays the expiry date from the linked FX contract.
FX Delivery Period - From	This field displays the date from which the contract is valid for utilization.
FX Delivery Period - To	This field displays the date to which the contract is valid for utilization.
FX Linkage grid	Below fields appear in the FX linkage grid along with the above fields.
Bought Currency	This field displays the currency from the linked FX contract.
Sold Currency	This field displays the currency from the linked FX contract.
Available Contract Amount	Available amount will be FX contract amount minus the linked amount. Available amount for linkage should be greater than Zero.
Linked Amount	Sum of Linked amount will not be greater than LC contract amount. Linked amount will not be greater than the available amount for linkage.

Table 2-14 (Cont.) FX Linkage - Field Description

Field	Description
Total Utilized Amount	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 .
Average FX Rate	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.
Action	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.

   This section displays the account receivable and account payable (AR/AP) records for the contract, using the data elements defined for the tile.

Figure 2-12 AR-AP Outstanding Details

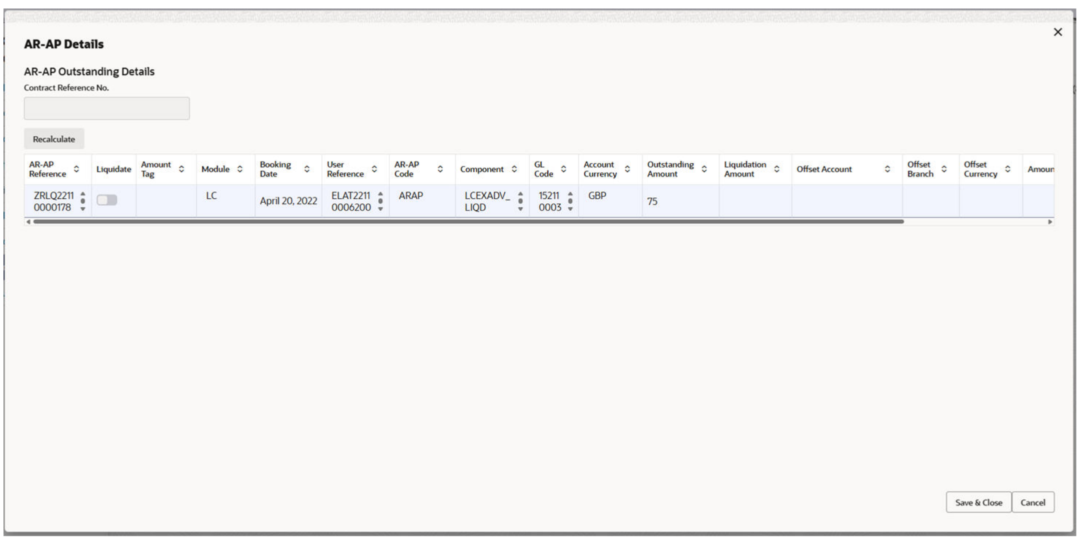


Table 2-15 AR-AP Outstanding Details - Field Description

Field	Description
Contract Reference	System displays the **Contract Reference**.
Recalculate	Click **Recalculate** to apply updated values such as Negotiated Rate or charge changes. System recalculates all amounts and refreshes the Settlement and related details accordingly.
AR-AP Reference	System displays the reference number of the Account Receivable.
Liquidate	Select the toggle to mark the Account Receivable component for liquidation.

Table 2-15 (Cont.) AR-AP Outstanding Details - Field Description

Field	Description
Amount Tag	System displays the **Amount Tag** associated with the receivable component.
Module	System displays the **Module** from which the Account Receivable is generated.
Booking Date	System displays the date on which the Account Receivable was created.
User Reference	System displays the **User Reference** number associated with the receivable entry.
AR-AP Code	System displays the **AR-AP Code** defined for the receivable component.
Component	System displays the charge or **Component** component for which the receivable is generated.
GL Code	System displays the General Ledger account associated with the receivable component.
Account Currency	System displays the currency of the receivable component.
Outstanding Amount	System displays the **Outstanding Amount** available for liquidation.
Liquidation Amount	Specify the amount to be liquidated for the selected receivable component.
Offset Account	Specify the account to be debited for liquidation of the receivable amount.
Offset Branch	System displays the branch associated with the selected offset account.
Offset Currency	System displays the currency of the selected offset account.
Amount	System displays the debit amount calculated based on the liquidation amount and exchange rate.
Exchange Rate	System displays the system derived exchange rate between receivable currency and offset account currency.
Negotiated Rate	Specify a negotiated exchange rate to override the system derived rate for the transaction.

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

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

Table 2-16 Additional Details - Action Buttons - Field Description

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

Table 2-16 (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
Documents	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
Remarks	Specify any additional information regarding the Guarantee Advised - Claim Settlement Islamic. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
View Undertaking	Clicking this button allows the user to view the undertaking details.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.

Table 2-16 (Cont.) Additional Details - Action Buttons - Field Description

Field	Description
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold. User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in ‘My Task’ queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Next	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.

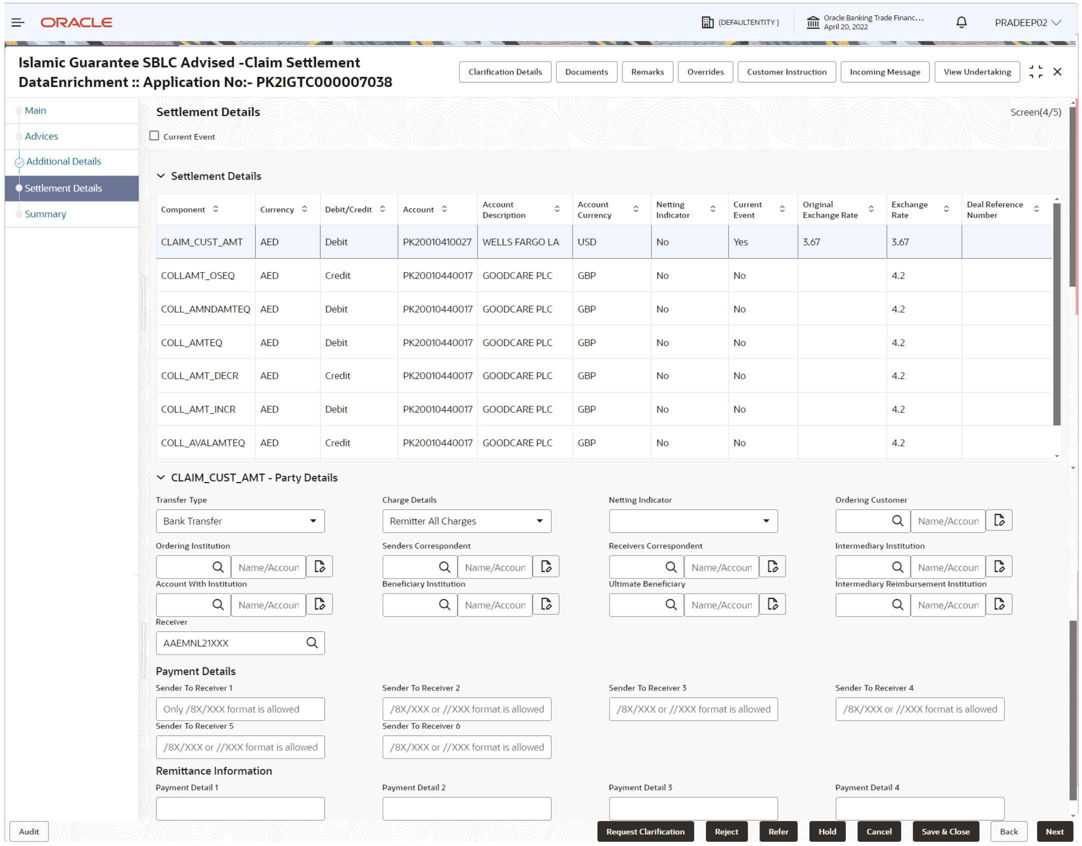
2.2.4 Settlement Details

This topic provides the systematic instructions to capture the settlement details of Guarantee SBLC Advised - Claim Settlement Islamic request.

A DE user can verify and enter the basic settlement details available in the Claim Settlement request. In case the request is received through online channel user will verify the details populated.

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

Figure 2-13 Settlement Details



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

Table 2-17 Settlement Details – Field Description

Field	Description
Current Event	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.
Component	Read only field. System defaults the value from Guarantee /SBLC claim.
Currency	Read only field. System defaults the value from Guarantee /SBLC claim.
Debit/Credit	Read only field. System defaults the value from Guarantee /SBLC claim.
Account	Read only field. System defaults the value from Guarantee /SBLC claim.
Account Description	Read only field. System defaults the value from Guarantee /SBLC claim.
Account Currency	Read only field. System defaults the value from Guarantee /SBLC claim.

Table 2-17 (Cont.) Settlement Details – Field Description

Field	Description
Netting Indicator	Read only field. This field displays the applicable netting indicator. System defaults the value from Guarantee /SBLC claim.
Current Event	System displays the current event as Y or N.
Default Exchange Rate	System displays the Default Exchange Rate as simulated in settlement details section from OBTF.
Exchange Rate	System populates the exchange rate maintained.
Deal Reference Number	System defaults the exchange deal reference number.

2. Click any component in the grid.

Party Details

Table 2-18 Party Details – Field Description

Field	Description
Transfer Type	Select the transfer type from the drop-down list. The options are: • **Customer Transfer** • **Bank Transfer for own account** • **Direct Debit Advice** • **Managers Check** • **Customer Transfer with Cover** • **Bank Transfer**
Charge Details	Select the charge details for the transaction. The options are: • **Beneficiary All Charges** • **Remitter Our Charges** • **Remitter All Charges**
Netting Indicator	Select the netting indicator for the component. The options are: • **Yes** • **No**
Ordering Customer	Click search icon to search and select the ordering customer from the look up.
Ordering Institution	Click search icon to search and select the ordering institution from the look up.
Senders Correspondent	Click search icon to search and select the senders correspondent from the look up.
Receivers Correspondent	Click search icon to search and select the receivers correspondent from the look up.
Intermediary Institution	Click search icon to search and select the intermediary institution from the look up.
Account with Institution	Click search icon to search and select the account with institution from the look up.
Beneficiary Institution	Click search icon to search and select the beneficiary institution from the look up.
Ultimate Beneficiary	Click search icon to search and select the ultimate beneficiary from the look up.

Table 2-18 (Cont.) Party Details – Field Description

Field	Description
Intermediary Reimbursement Institution	Click search icon to search and select the intermediary reimbursement institution from the look up.
Receiver	Click search icon to search and select the Receiver from the look up.

Payment Details

Table 2-19 Payment Details - Field Description

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

Remittance Information

Table 2-20 Remittance Information – Field Description

Field	Description
Payment Detail 1	Specify the payment details.
Payment Detail 2	Specify the payment details.
Payment Detail 3	Specify the payment details.
Payment Detail 4	Specify the payment details.

3. Click **Next**.

   The task will move to next data segment.

Table 2-21 Settlement Details - Action Buttons - Field Description

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

Table 2-21 (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
Remarks	Specify any additional information regarding the Guarantee Advised Claim Settlement Islamic. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
View Undertaking	Clicking this button allows the user to view the undertaking details.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Data Enrichment stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.

Table 2-21 (Cont.) Settlement Details - Action Buttons - Field Description

Field	Description
Save & Close	Save the details provided and holds the task in ‘My Task’ queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Next	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.

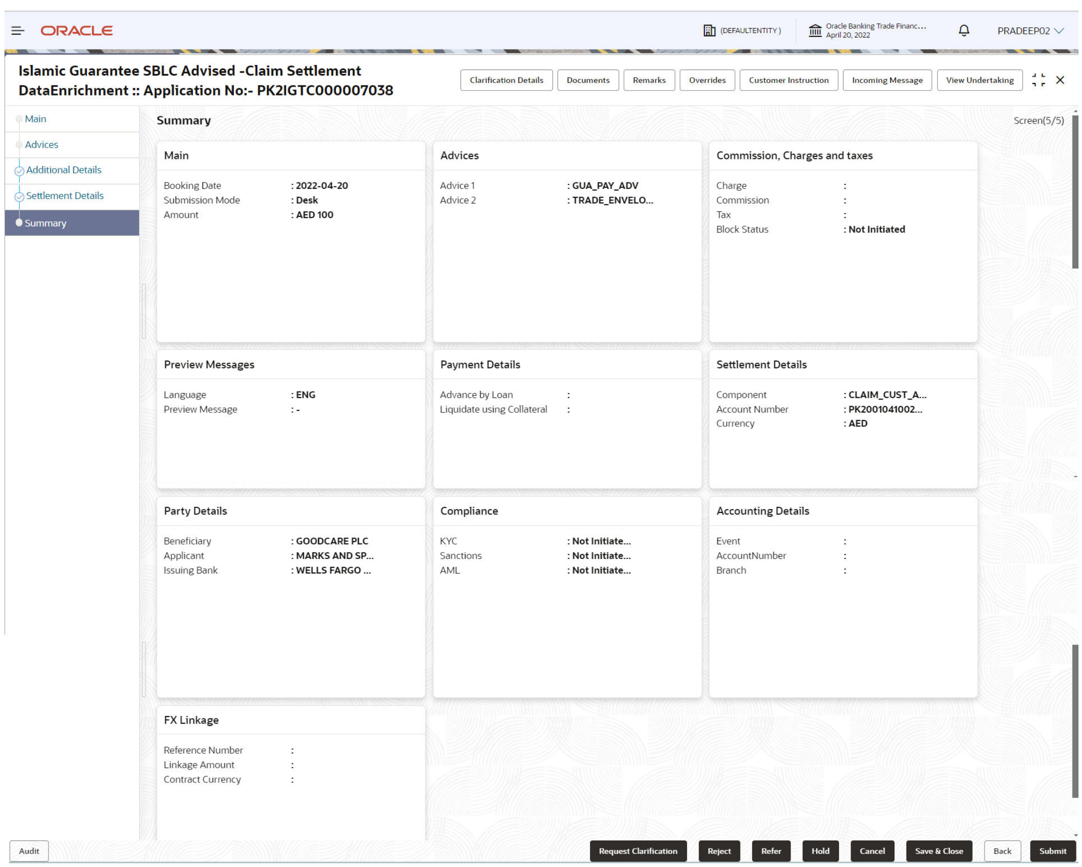
2.2.5 Summary

This topic provides the systematic instructions to view the summary details in Data Enrichment stage of Guarantee SBLC Advised - Claim Settlement Islamic process.

User can review the summary of details updated in Data Enrichment stage of Guarantee / Standby Advised - Claim settlement request.
In this section the user can see the summary tiles. The tiles must display a list of important fields with values. The tiles where fields have been amended is highlighted in different color, user must be also able to drill down from summary tiles into respective data segments.

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

Figure 2-14 Summary



Tiles Displayed in Summary

- Main -User can view the application details and Guarantee/ Standby details. User can modify the details if required.
- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the details provided for charges. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Payment Details - User can view the payment details.
- Settlement Details – User should be able to view the settlement details.
- Party Details - User can view party details like beneficiary, advising bank etc.
- Compliance - User can view compliance details. The status must be verified for KYC and to be initiated for AML and Sanction Checks.
- Accounting Details - User can see the accounting 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.

- FX Linkage – User can view the FX Linkages.

2. Click **Submit**.

   The task will move to next logical stage.

Table 2-22 Summary - Action Buttons - Field Description

Field	Description
Clarification Details	Clicking the button opens a detailed screen, user can see the clarification details in the window and the status will be ‘Clarification Requested’.
Documents	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

Table 2-22 (Cont.) Summary - Action Buttons - Field Description

Field	Description
Remarks	Specify any additional information regarding the Guarantee Issuance Claim Settlement. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767. 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.
View Undertaking	Clicking this button allows the user to view the undertaking details.
Request Clarification	Clicking this button allows the user to submit the request for clarification to the “Trade Finance Portal” for the transactions that are initiated offline.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others

Table 2-22 (Cont.) Summary - Action Buttons - Field Description

Field	Description
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Cancel	Cancel the Scrutiny stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Save & Close	Save the details provided and holds the task in 'My Task' queue for further update. This option will not submit the request.
Back	Clicking on Back button, takes the user to the previous screen.
Submit	Task will get moved to next logical stage of Guarantee /Standby Claim settlement. If mandatory fields have not been captured, system will display an error message until the mandatory fields data are provided. n case of duplicate documents' system will terminate the process after handing off the details to back office.

2.3 Sanction Check Exceptional Approval

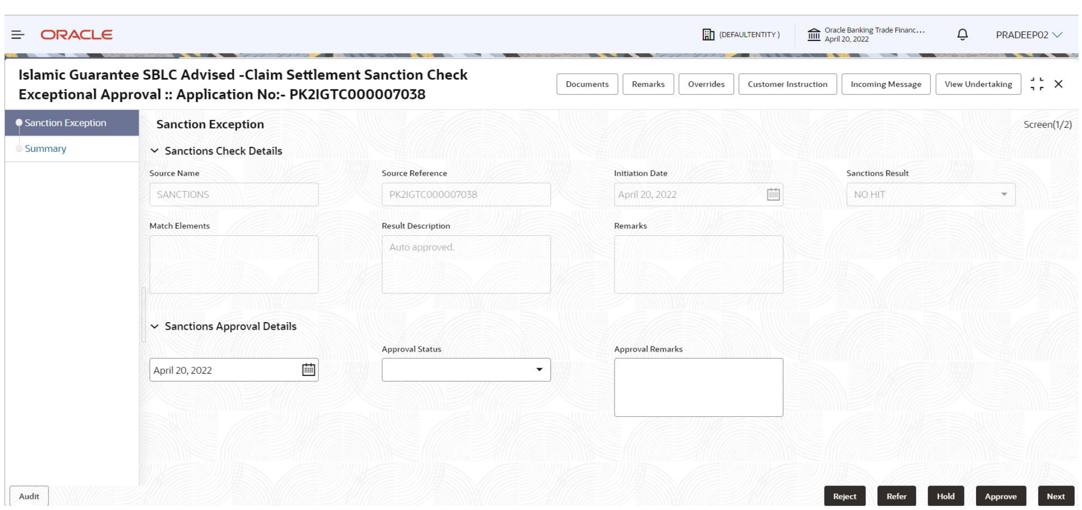
This topic helps you quickly get acquainted with the Sanction Check Exceptional Approval process.

The Guarantee Advised - Claim Settlement Islamic request, before it reaches the approval stage, the application will validate the Sanction Check.

1. Log in into OBTFPM 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 **Sanction Check Exceptional Approval** screen appears.

Figure 2-15 Sanction Check Exceptional Approval



5. Specify the approval details.

Table 2-23 Sanction Exceptional Approval

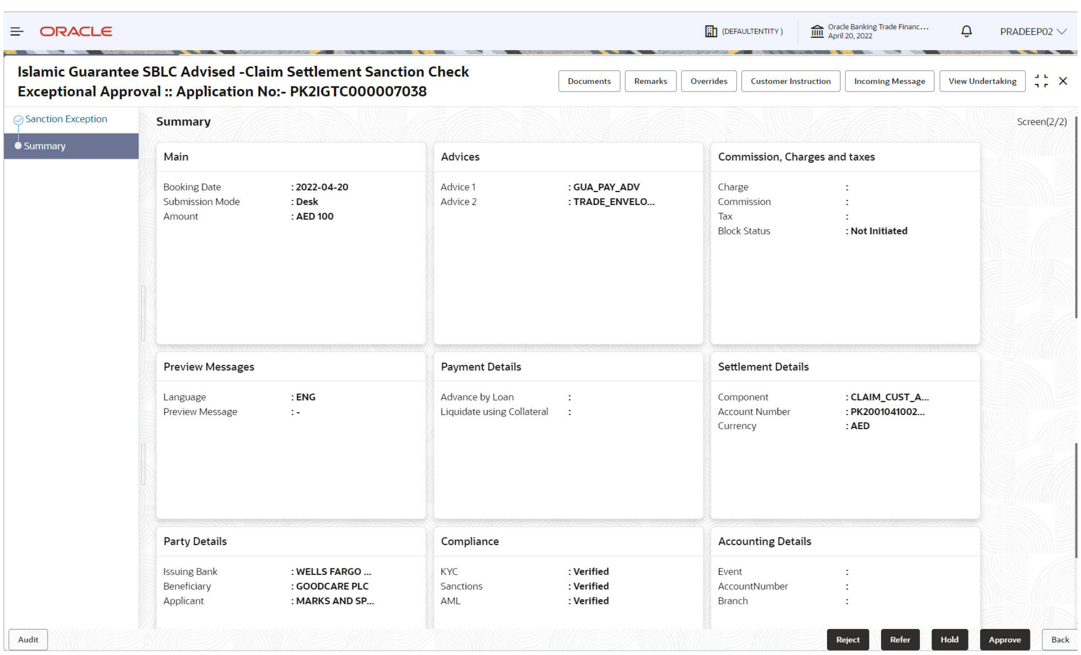
Field	Description
Sanctions Check Details	Displays the Sanctions Check details.
Source Name	Read only field.
Source Reference	Read only field.
Initiation Date	Read only field.
Sanctions Result	Read only field.
Match Elements	Read only field.
Result Description	Read only field.
Remarks	Read only field.
Sanctions Approval Details	Displays the Sanctions Approval details.
Date	Date is defaulted by the system.
Approval Status	The user can select the status of the approval that 'Accept' and 'Reject'.
Approval Remarks	Specify the approval remarks.

6. Click **Next** 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.

   Approval Summary



Tiles Displayed in Summary:

- Main - User can view the application and Guarantee/ Standby details. User can modify the details if required.

- Advices - User can view the advices details.
- Commission, Charges and Taxes - User can view the details provided for commission, charges and taxes. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Payment Details - User can view the payment details.
- Settlement Details - User can view the settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc.
- Compliance – The compliance tile has the KYC, Sanctions and AML.
- Accounting Details - User can see the accounting 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.

- Exception(Approval) – User can view the Exception(Approval) details.
- FX Details - User can view the FX details.

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

Table 2-24 Approval Summary - Action Buttons - Field Description

Field	Description
Documents	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
Remarks	Specify any additional information regarding Guarantee /Standby Claim settlement. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.

Table 2-24 (Cont.) Approval Summary - Action Buttons - Field Description

Field	Description
Incoming Message	Clicking this button allows the user to see the message in case of STP of incoming MT 767.
View Undertaking	Clicking this button allows the user to view the undertaking details.
Reject	On click of Reject, user must select a Reject Reason from a list displayed by the system. Reject Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others Select a Reject code and give a Reject Description. This reject reason will be available in the remarks window throughout the process.
Hold	The details provided will be saved and status will be on hold.User must update the remarks on the reason for holding the task. This option is used, if there are any pending information yet to be received from applicant.
Refer	Select a Refer Reason from the values displayed by the system. Refer Codes are: • R1- Documents missing • R2- Signature Missing • R3- Input Error • R4- Insufficient Balance/Limits • R5 - Others
Cancel	Cancel the approval stage inputs. The details updated in this stage are not saved. The task will be available in 'My Task' queue.
Approve	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.

8. Click **Approve**.

2.4 Multi Level Approval

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

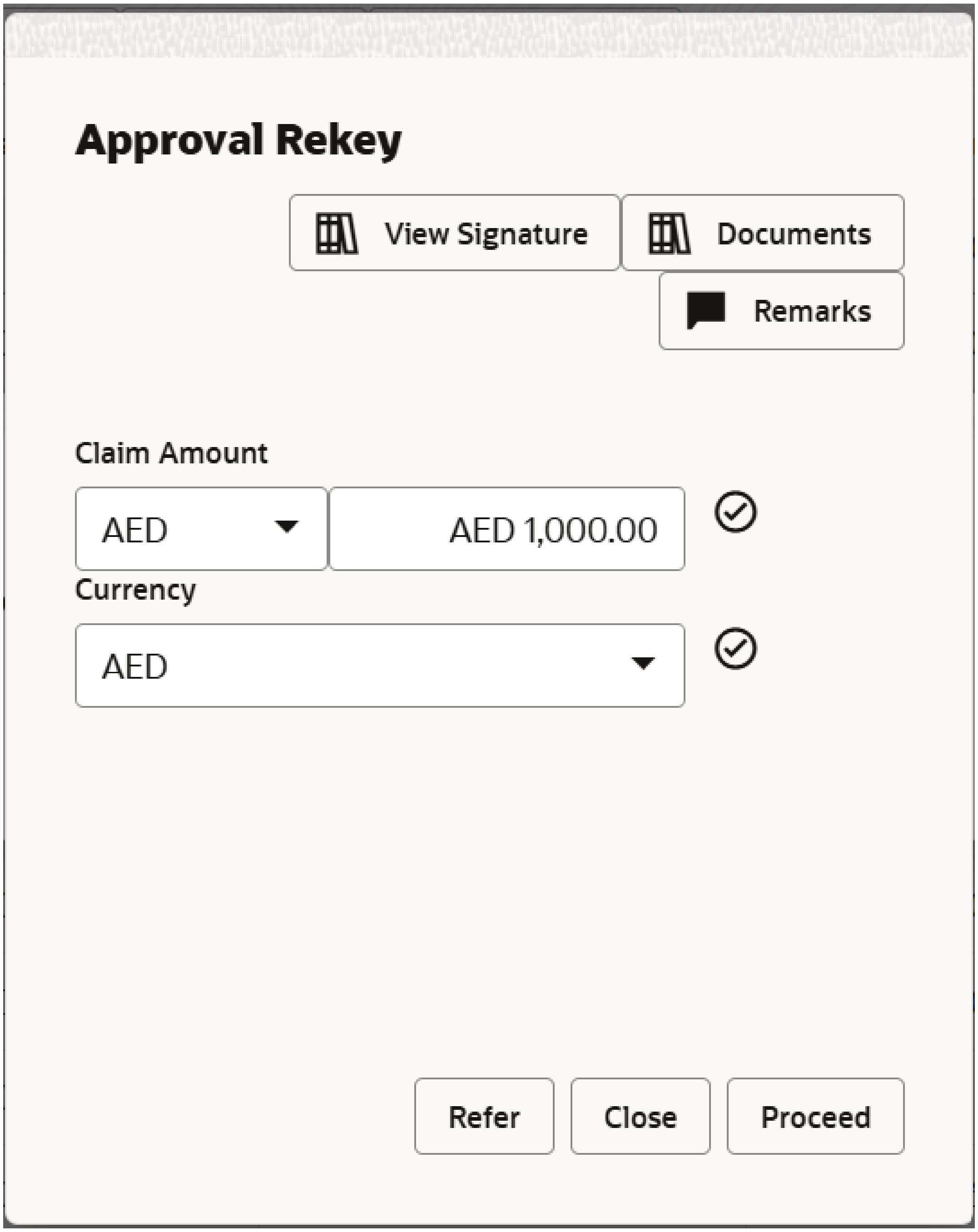
This stage allows the approver user to approve a Claim settlement under Islamic Guarantee Advised transaction. The user can view the Summary tiles. The tiles should display a list of important fields with values. User must be able to drill down from summary tiles into respective data segments to verify the details of all fields under the data segment.

1. Log in into OBTFPM 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 2-16 Approval Re-Key



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.:

   - Claim Amount
   - Currency

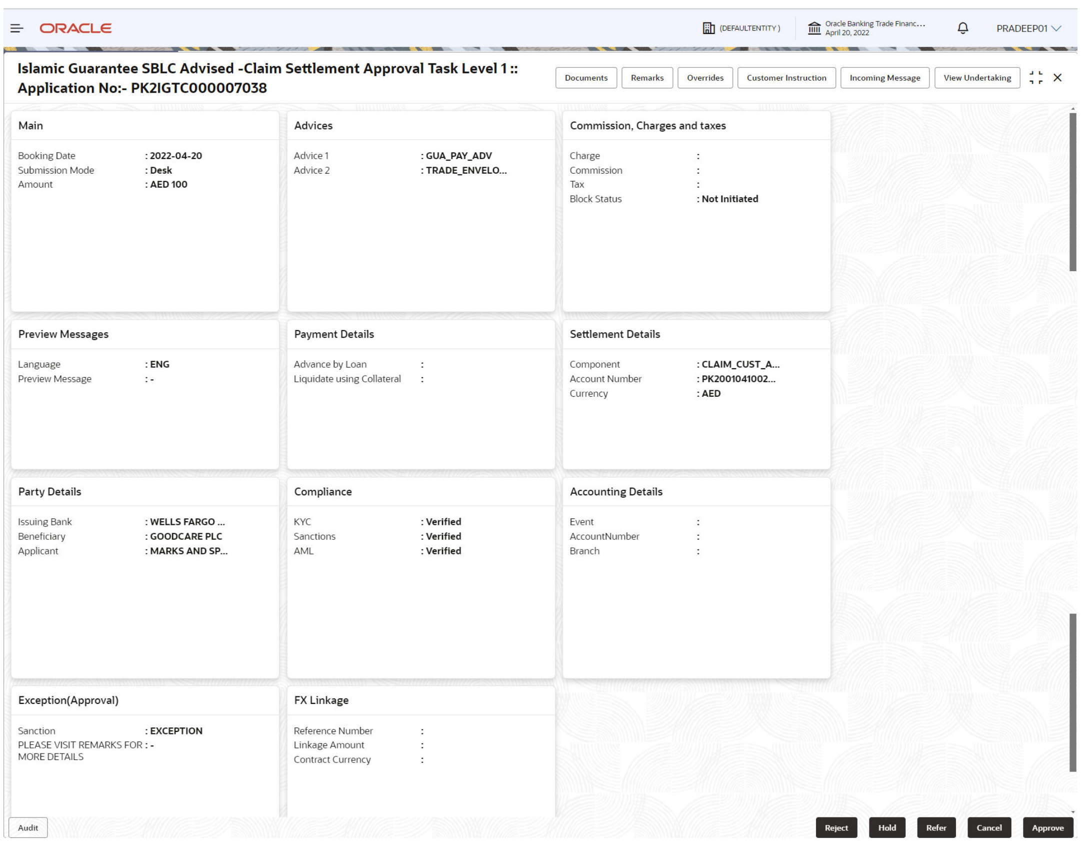
   Re-key is applicable to the first approver in case of multiple approvers. All approvers will however be able see the summary tiles and the details in the screen by drill down from tiles.

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.

   Approval Summary



Tiles Displayed in Summary:

- Main - User can view the application and Guarantee/ Standby details. User can modify the details if required.
- Advices - User can view the advices details.

- Commission, Charges and Taxes - User can view the details provided for commission, charges and taxes. User can modify the details if required.
- Preview Messages - User can drill down to view the message preview, legal verification and customer draft confirmation details.
- Payment Details - User can view the payment details.
- Settlement Details - User can view the settlement details.
- Party Details - User can view the party details like beneficiary, advising bank etc.
- Compliance – The compliance tile has the KYC, Sanctions and AML.
- Accounting Details - User can see the accounting 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.

- Exception(Approval) – User can view the Exception(Approval) details.
- FX Details - User can view the FX details.

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

Table 2-25 Approval Summary - Action Buttons - Field Description

Field	Description
Documents	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
Remarks	Specify any additional information regarding Guarantee /Standby Advised Claim settlement Islamic. This information can be viewed by other users processing the request. Content from Remarks field should be handed off to Remarks field in Backend application.
Overrides	Click to view the overrides accepted by the user.
Customer Instruction	Click to view/ input the following • **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. • **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.

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8. Click **Approve**.

Index