

Oracle®

OFS PH CTR User Guide



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Preface

The Oracle Financial Services Compliance Regulatory Reporting Cloud Service *Philippines Suspicious Transaction Report (OFS PH CTR application) User Guide* provides step-by-step instructions to use the *OFS PH CTR application*.

1.1 Audience

This document is intended for users who are responsible for provisioning and activating Oracle FCCM Cloud Service or for adding other users who would manage the services, or for users who want to develop Oracle Cloud applications.

1.2 Help

Use Help Icon  to access help in the application. If you don't see any help icons on your page, click your user image or name in the global header and select Show Help Icons. Not all pages have help icons. You can also access the <https://docs.oracle.com/en/> to find guides and videos.

1.3 Related Resources

For more information, see these Oracle resources:

- Oracle Public Cloud: <http://cloud.oracle.com>
- Community: Use <https://community.oracle.com/customerconnect/> to get information from experts at Oracle, the partner community, and other users.
- Training: Take courses on Oracle Cloud from <https://education.oracle.com/oracle-cloud-learning-subscriptions>.

1.4 Comments and Suggestions

Please give us feedback about Oracle Applications Help and guides! You can send an e-mail to: <https://support.oracle.com/portal/>.

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Getting Started

This chapter explains the steps to log in to the OFS CRR CS PH CTR application.

This allows you to access the application.

2.1 Accessing the OFS CRR CS PH CTR Application

The OFS CRR CS PH CTR application is qualified to run on Microsoft Internet Explorer (IE) or Google Chrome web browsers. Your System Administrator provides the intranet address Uniform Resource Locator (URL), User ID, and Password to access the application. After your first login, you are prompted to change your password.

To access the *OFS CRR CS PH CTR application*, follow these steps:

1. Enter the URL in the web browser using the following format:
`<Protocol>://<HostName>:<Port_Number >/dashboard-ui/main/home.jsp.`
The **Oracle Cloud Account Sign In** page is displayed.
2. Enter your **User Name and Password** and click **Sign In**.
The Oracle Financial Services Crime and Compliance Management Anti Money Laundering Cloud Service landing page is displayed.
3. In the Left Hand Side (LHS) Navigation List, click **Compliance Regulatory Reporting**.
The Compliance Regulatory Reporting list is displayed.
4. Select **PH CTR**. The PH CTR E-File Reports page is displayed.
For more information on the *E-File Reports* page, see [Searching Reports](#)

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About Philippines CTR

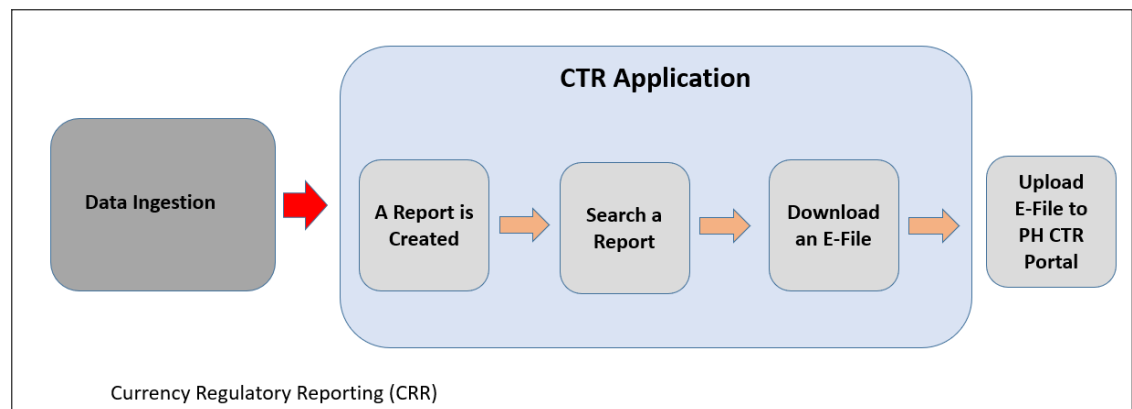
As a part of regulations and compliances, a Financial Services Organization must perform appropriate analysis and report any suspicious activities that can lead to fraud, terrorist financing, and money laundering to the regulatory authorities.

The Anti-Money Laundering Council (AMLC) is the agency of the Government of the Philippines that is tasked to implement the provisions of Republic Act known as the “Anti-Money Laundering Act, also known as the “Terrorism Financing Prevention and Suppression Act (TFPSA).

3.1 CRR PH CTR Application

The Oracle Financial Services Philippines Currency Regulatory Reporting Cloud Service (OFS PH CTR CS) application is used to view the report and associated E-File. Reports are generated in the OFS PH CTR CS application for all CTR eligible transaction according to the AMLC CTR guideline. The business data (transaction, account, branch details, and so on) are used to view through E-File in the OFS PH CTR CS application.

Figure 3-1 Report Life Cycle



- **Generate a CTR Report:** As per the regulatory guideline amended by AMLC Philippines, Oracle CTR Cloud application identifies all the eligible CTR transactions that are to be reported to regulator and generates Efiles . User can log in to the Oracle CTR cloud application to view the Efiles.
- **Search a Report:** The created reports are displayed in the OFS PH CTR CS application. Using search criteria, you can view required reports. By default, all reports are displayed in the Report List. For more information, see [Searching a Report](#).
- **Download an E-File:** On the Report List page, you can download the required E-Files and view the details such as transaction, account, branch details, and so on.
- **Upload an E-File:** Use this E-File to upload into the PH CTR portal

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Searching a Report

Use the E-File Reports page to filter the list of reports that you want to view and download an E-File. This page also displays the list of the reports with Report ID and Report Name, and E-File details. By default, all reports are listed on the E-File Reports page. You can also search required reports using Report ID and Report Name search criteria.

Topics:

- [Searching Reports](#)
- [Regulatory Reports List](#)
- [Downloading an E-File](#)

4.1 Searching Reports

A set of search criteria helps retrieve the required reports to view and download an E-File. Only those reports that match the criteria are displayed.

To search reports using search criteria, follow these steps:

1. On the E-File Reports page, enter the details of the required fields Report ID and Report Name.
2. Click



Search or Press Enter. The **Search and List** page is displayed with report(s) matching your search criteria.

Figure 4-1 CTR search

The screenshot shows the 'Philippines CTR' interface. At the top, there's a header with the CTR logo and 'Philippines CTR'. Below this is a section titled 'E-File Reports' with a sub-header '2 Report(s)'. There are two input fields: 'Report ID' and 'Report Name', followed by a search button. Below the input fields is a table with three columns: 'Report ID', 'Report Name', and 'E-File'. The table contains two rows of data. At the bottom, there's a pagination bar showing '(1-2 of 2 items)' and a 'Records Per Page' dropdown set to '10'.

Report ID	Report Name	E-File
73	CTR-20220726112441	
56	CTR-20220714161910	

4.2 Regulatory Reports List

The Reports List pane displays the list of all or specific reports you are looking. The Reports List pane has the following User Interface (UI) controls:

- **Sort Ascending/Descending:** You can sort the Report List in ascending or descending order using Ascending or Descending icon. respectively. By default, the Report List is in descending order
- **Column Labels:** The column labels provide you with the names of the columns. For example, Report Name, Report ID, and so on. This helps you to sort the information on the required report.
- **Tool Tip:** A ToolTip that provides additional information is displayed when you position the cursor over a column label.
- **Column Size:** You can change the width of the column by dragging the column to the right or left direction using the mouse, or you can select the Resize Column option. To resize the column, right-click on the column. The Resize option is displayed.
- **Page Display:** Use this option to modify the number of reports you want to view on a page (records per page) and navigate back and forth between pages to view all reports in the Report List. To view a specific page, enter the page number, use arrow marks to go to the next or previous page, or click on the existing numbers such as 1, 2, 3, and so on to go directly to that page.

4.3 Downloading an E-File

On the **E-File Reports** page, you can download the required E-File.

To download an E-File, follow these steps:

1. Navigate to the **E-File Reports** page.

2. Click  **Download E-File**. An E-File is downloaded in the form of the .csv file.

Use this E-File to view the details associated with the selected report, such as jurisdiction, account, transaction, and so on. You can upload this E-File to the PH CTR portal.