




COMSUITE Trade Manager User Guide

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Chapter 1 Preface

Conventions

Symbol	Description
[]	Indicates text displayed on the pages of the system, such as page titles and button names. Example: The [Home] page is displayed. Click the [Search] button.
	Indicates other sections of this manual or Online Help for reference. Click the link as needed to move to the page on the manual.
	Indicates notes or tips about operations.
	Describes procedures of supplemental operations, such as other procedures or related operations.

Terminology

Term	Definition
Instruments	Applications, Transactions
Security Profile	A group of security rights that can be assigned to a user

1-1 Top page of the System

The Top page is displayed after login.
You can start operations from the Menu.

[Home]Link
Displays the Home page of the system.

[Mail Messages]Link
Displays the Messages area of the system.

[Notifications]Link
Displays Notifications page.

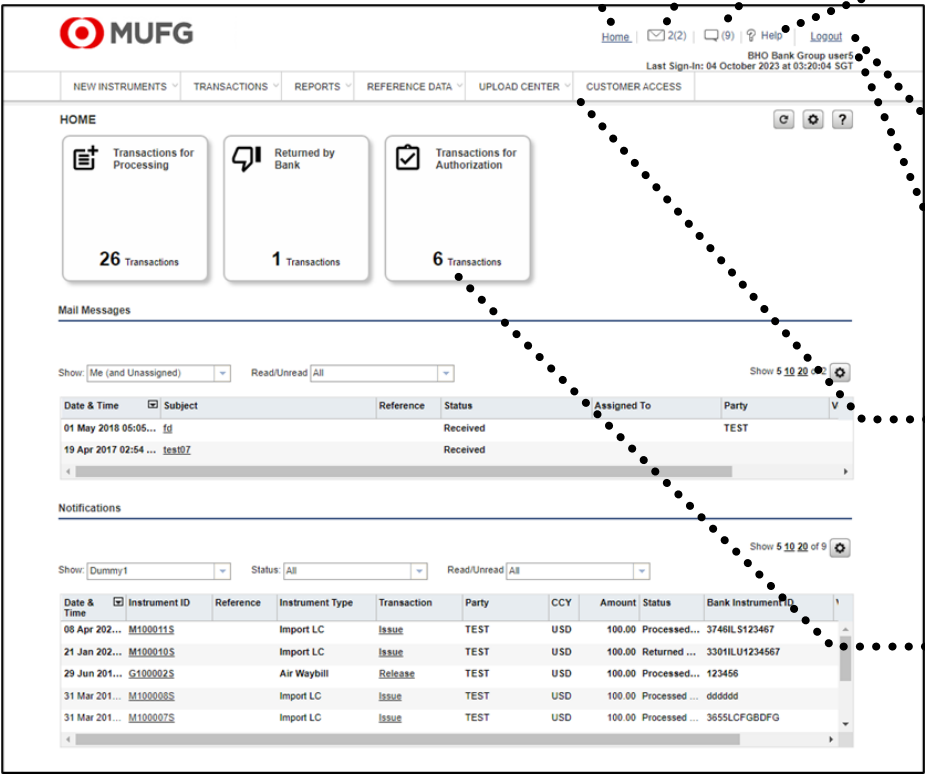
[Help]Link
Displays the Help Home page, which provides access to system-wide online help.

[Logout]Link
Logs you out of the Trade Manager system.

Name of the user [First name + Last name].

Mega-menu
Appears on every page in the system, allowing you to enter, modify, or process data controlled by the system.

Dashboard
Each tile displays the total count of the transactions in respective status.



Hover help texts are added to most of the fields, so when you come across unknown field names, simply point the field so that hover help will appear. If no hover help appears, then please go to Online help by pressing [?] button on top right of the page.



The system allows navigation only through the buttons and links within the pages. Therefore, do not use the controls on your browser's tool bar (such as Back, Forward, and Refresh/Reload) to navigate the system.

Chapter 2 Login/Logout

2-1 Login to the Trade Manager

Login to the Trade Manager through COMSUITE Portal.

Steps

1. Log in to the COMSUITE Portal.
For the steps, see “Customer Support” of COMSUITE Portal.

URL:

<https://ebusiness.bk.mufg.jp/>



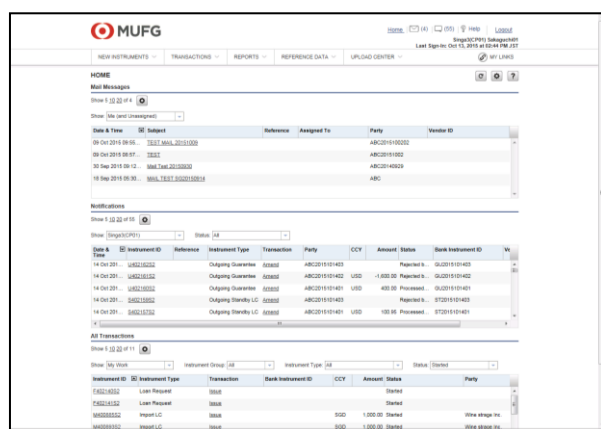
2. Click on the [TRADE MANAGER] button in Service Menu on the Top page of the COMSUITE Portal.



Register [<https://trade.bk.mufg.jp/>] as trusted site.

Refer to COMSUITE Portal Customer Support on how to register.

( <http://www.bk.mufg.jp/ebusiness/e/ebiz/cs.html>)

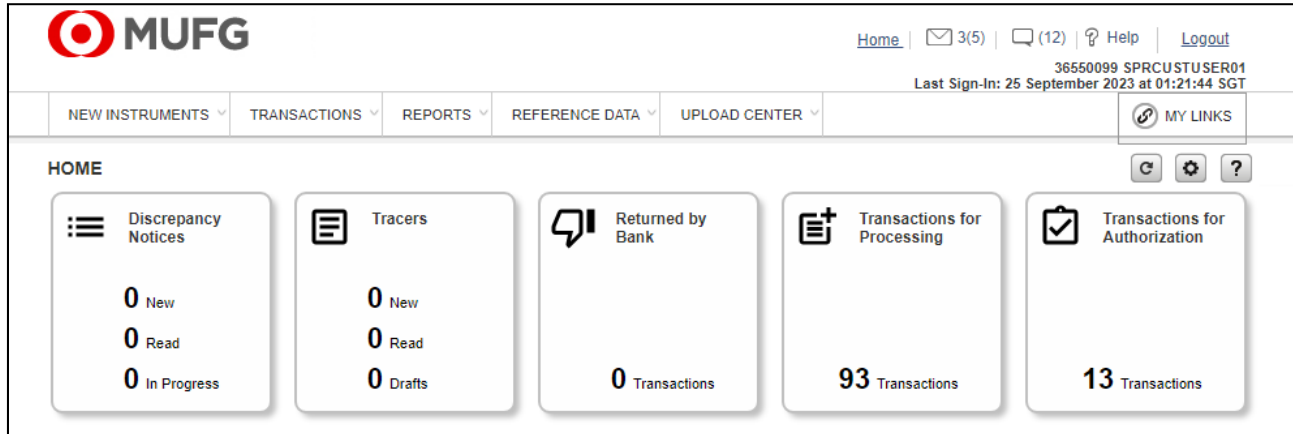


3. Trade Manager Home page appears

Now you have logged in to the Trade Manager.

2-2 Dashboard

You will see the overview of the total count and the status of messages and transactions on tiles. When you click the number on the tile, you will be navigated to pre-filtered transactions page. There are five tiles listed below by default.

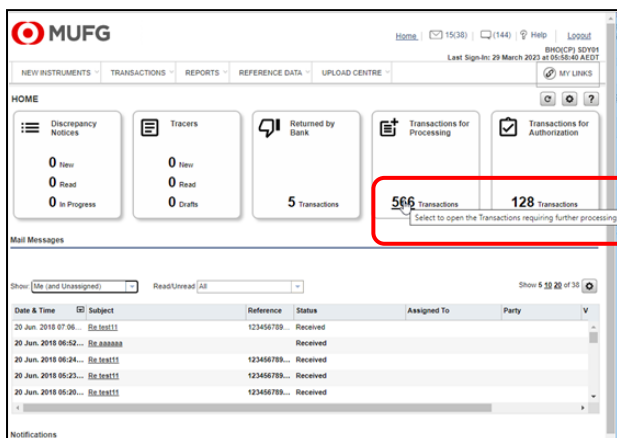


1. Discrepancy Notices*
This tile for Discrepancy Notice always shows zero as a count. *Please hide this tile as following steps.
2. Tracers*
This tile for Tracer always shows zero as a count. *Please hide this tile as following steps.
3. Returned by Bank
This tile counts on transactions returned by Bank.
4. Transactions for Processing
This tile counts on transactions that have initiated, pending submission.
5. Transactions for Authorization
This counts on transactions pending authentication.

From Dashboard tiles, you can navigate as follows.

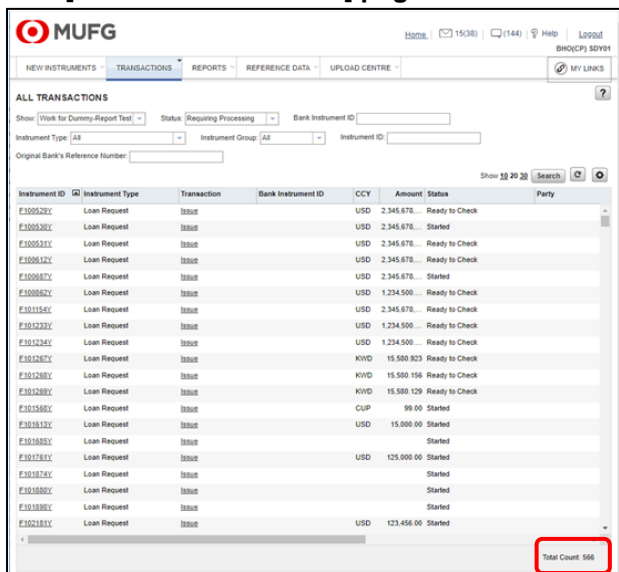
Steps

1. [HOME] page



- (1) When you hover the cursor on the number of the tiles, help text will appear.

2. [ALL TRANSACTIONS] page

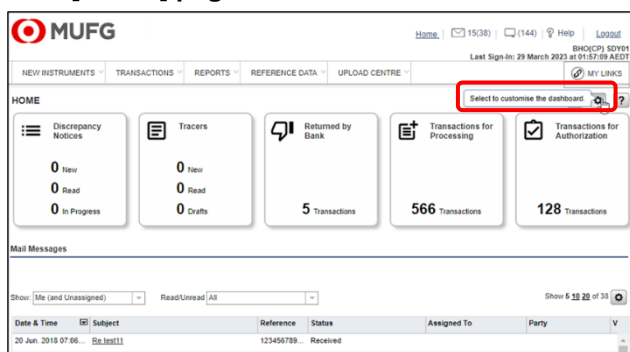



- (1) When you click the number of the tile, [All TRANSACTIONS] page will be displayed. The transactions are pre-filtered according to the tile which you clicked, with the total count in grid matching the count in the tile.

The two tiles, Discrepancy Notice and Tracers always show zero as a count. Please hide them in the following steps.

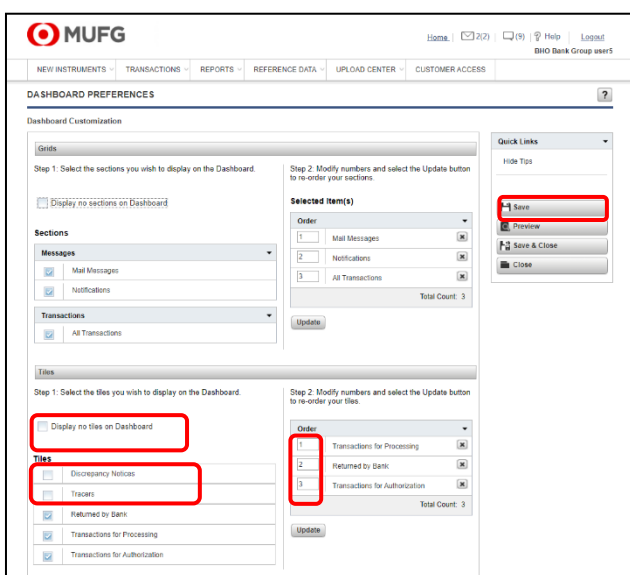
Steps

1. [HOME] page



- (1) Click  [Select to customise the dashboard] button.

2. [DASHBOARD PREFERENCES] page



- (1) Un-tick 'Discrepancy Notice' and 'Tracers'.
- (2) You can change the order of the tiles to be shown in dashboard.
- (3) Click [Save] button.

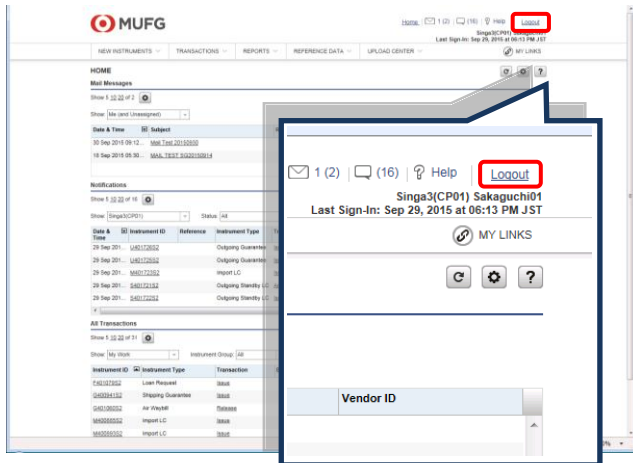


The Dashboard will be displayed on the home page by default. In case you want to hide all of the tiles, check 'Display no tiles on Dashboard' and click [Save] button.

2-3 Logout from the Trade Manager

To prevent other people accessing the Trade Manager using your credential, you must log out after using the system.

Steps



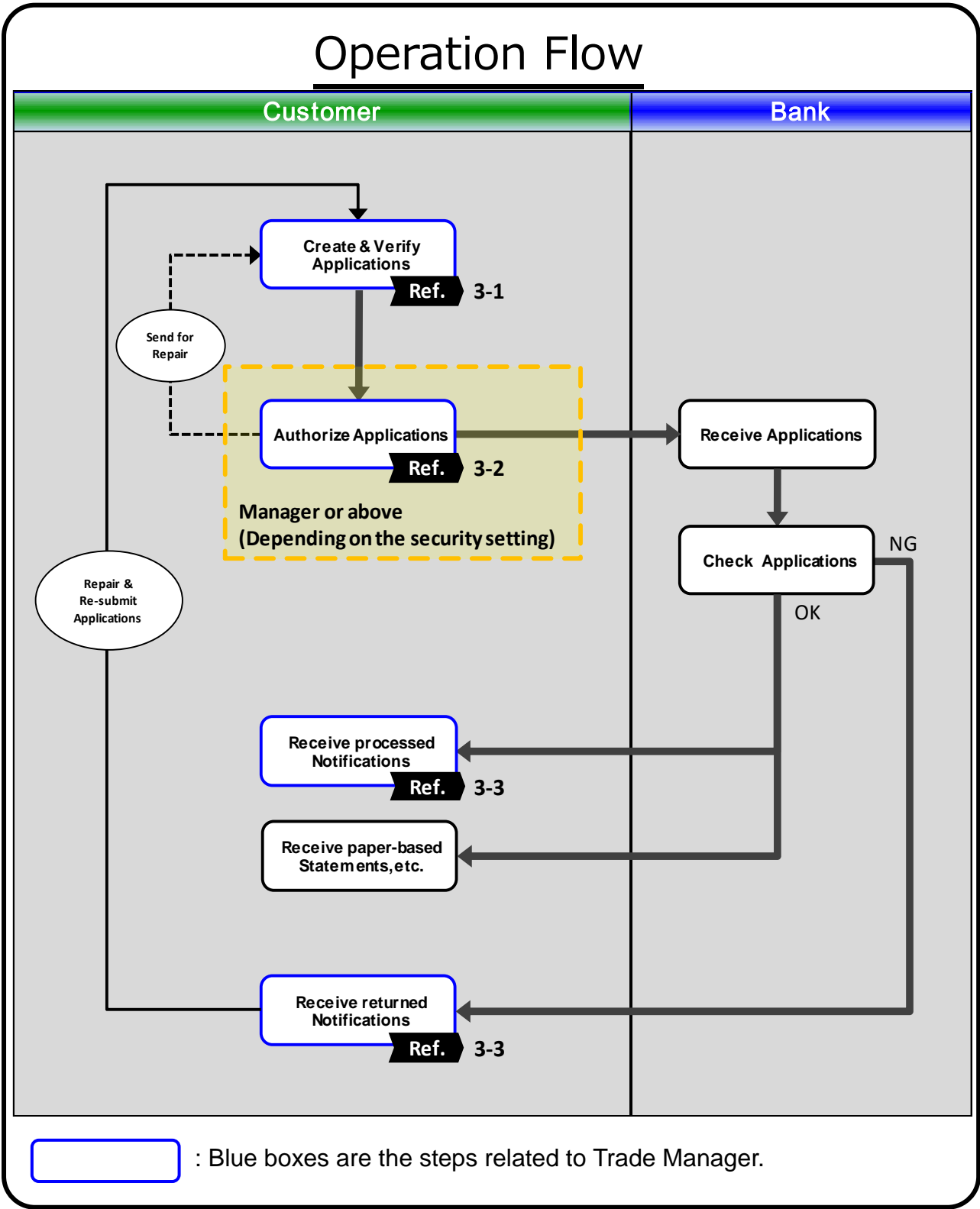
1. Click on the [Logout] button on the top right area of the Trade Manager page.

Now you have logged out from the Trade Manager.



In case you close the window of [Trade Manager] without clicking [Logout] and attempt to log in again within 15 minutes, you will see an warning message saying [You are already logged in.], but you are able to press [continue] and log in again.

Chapter 3 Submit Applications



3-1 Create Instruments(Applications)

Required Security Profile Setting: Create/Modify

*Security Profile Setting is maintained by Admin user.

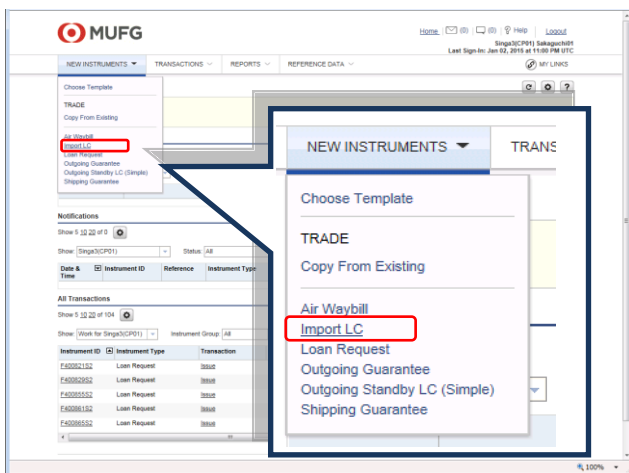
In this section, you will create the application and verify the entered information.

Steps for each application of Issuing/Releasing, such as Import LC, Standby LC, Outgoing Guarantee, Shipping Guarantee, Air Waybill and Loan Request (ARPS), are basically the same.

Please refer to the [Amendment](#) when you make an amendment transaction.

Steps

1. [HOME] page



- (1) Click [NEW INSTRUMENTS] from Mega-menu.
- (2) Select required instrument from the list such as [Import LC].

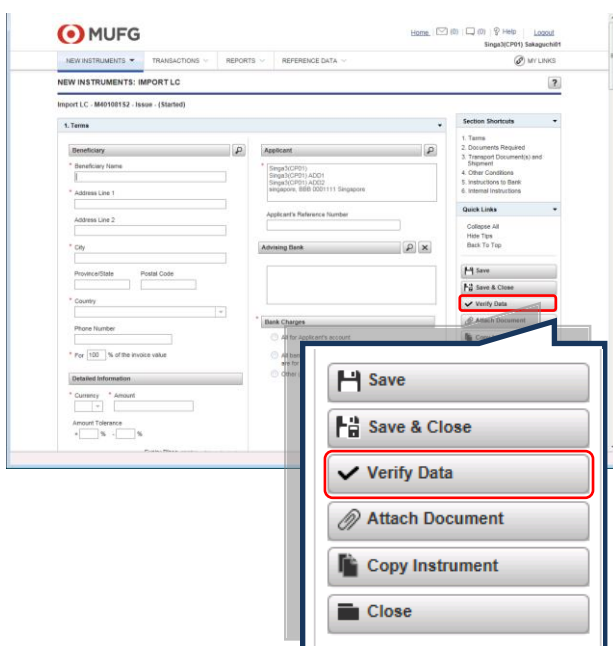


From [NEW INSTRUMENTS], there are 3 ways to start creating new instruments such as

- NEW
- Copy from existing
- Choose template

Please refer to the Online Help for more information. [Home > Using the System > Instruments Procedures > Instruments Overview](#)

2. [NEW INSTRUMENTS: IMPORT LC] page



- (1) Enter necessary information (Fields marked * is mandatory)
- (2) Press [Verify Data] after relevant fields have been properly completed.

Instructions to bank

5. Instructions to Bank

* Issue instrument in
English

Additional Instructions Text Phrase
<Select a Phrase>
FEFTA

Additional Instructions Text
<Select a Phrase>
FEFTA

I confirmed the latest regulations on MUFG Bank's website (*) and Ministry of Finance, Japan (JMOF)'s website. And on the transaction with the information I entered, I declare the following:
The transaction does not fall under any transaction related to sanctions regulations under the Foreign Exchange and Foreign Trade Act (FEFTA)

(*) Regulations on Payments Based on the Foreign Exchange and Foreign Trade Act of Japan
(<https://www.bk.mufg.jp/global/productsandservices/transaction/fefta/index.html>)

Before you press [Verify Data], you must select “FEFTA” in “Additional Instructions Text Phrase” of [5. Instructions to Bank]. After that, compliance declaration phrase will be automatically set in “Additional Instructions Text”.

Please access the below link and confirm the latest regulations before making declaration.

<https://www.bk.mufg.jp/global/productsandservices/transaction/fefta/index.htm>

If you do not select “FEFTA”, Bank will reject your transaction due to lack of the compliance declaration.

This applies only to Import LC issuance and amendment, not to the other applications such as Outgoing Guarantee and Standby LC.

Additional Instructions Text

I confirmed the latest regulations on MUFG Bank's website (*) and Ministry of Finance, Japan (JMOF)'s website. And on the transaction with the information I entered, I declare the following:

The transaction does not fall under any transaction related to sanctions regulations under the Foreign Exchange and Foreign Trade Act (FEFTA)

(*) Regulations on Payments Based on the Foreign Exchange and Foreign Trade Act of Japan
(<https://www.bk.mufg.jp/global/productsandservices/transaction/fefta/index.html>)

3. [NEW INSTRUMENTS: IMPORT LC] page

MUFG

NEW INSTRUMENTS: IMPORT LC

Import LC - M401082S2 - Issue - (Ready to Authorize)

M401082S2 successfully updated.

Section Shortcuts

1. Terms
2. Documents Required
3. Transport Documents and Payment
4. Other Conditions
5. Instructions to Bank
6. Internal Instructions

Quick Links

NEW INSTRUMENTS TRANSACTIONS RE

INSTRUMENTS: IMPORT LC

Import LC - M401082S2 - Issue - (Ready to Authorize)

M401082S2 successfully updated.

When the verification is successful, [“Instrument No.” successfully updated] will be displayed, and the status of the instrument becomes [Ready to Authorize].



When an error message appears, please enter the required information following the error message and press [Verify Data] again.

Refer to the sample image of the error message as below:

'Beneficiary City' is required.

Session Time Out

Your session will be timed out when there is no operation for 15 minutes after your login.

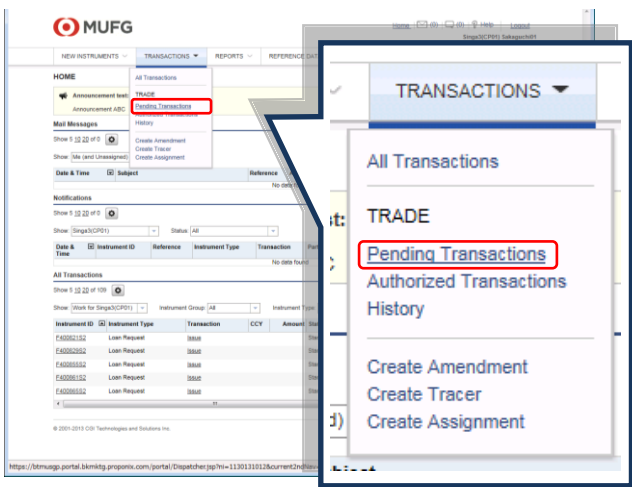
3-2 Authorize Instruments

Required Security Profile Setting: Authorize
*Security Profile Setting is maintained by Admin user.

In this section, you will authorize the applications with [Ready to Authorize] status.

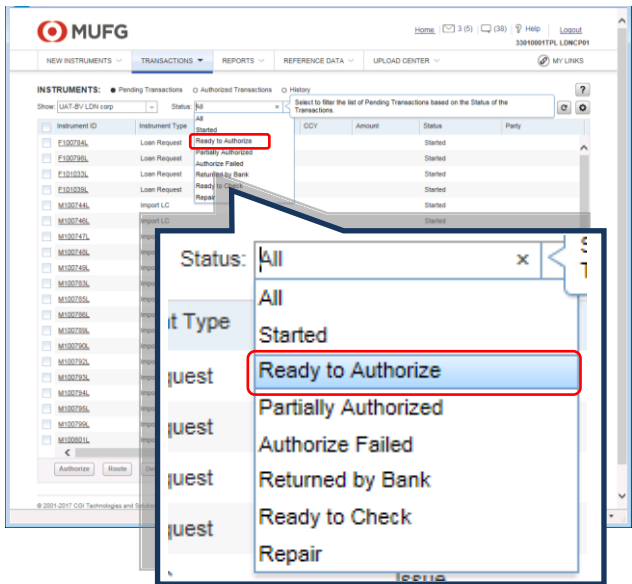
Steps

1. [HOME] page



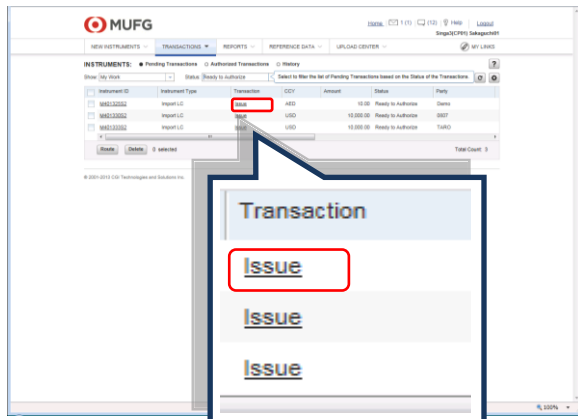
- (1) Click [TRANSACTIONS] from Mega-menu
- (2) Select [Pending Transactions] from the list.

2. [Pending Transactions] page



The list of the instruments with the pending status will be displayed.
Select [Ready to Authorize] from the [Status] pull-down.

3. [Pending Transactions] page

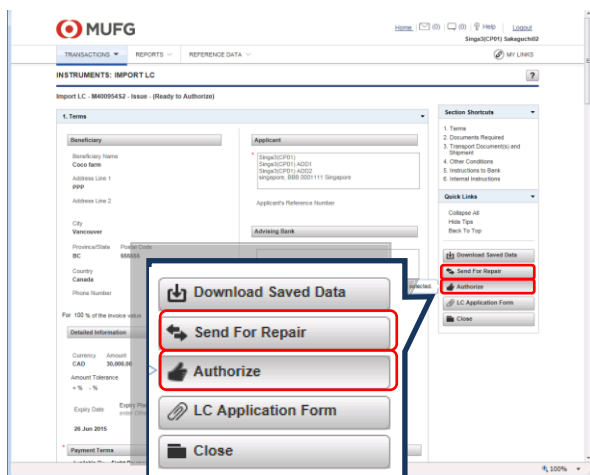


The list of the instruments with [Ready to Authorize] status will be displayed. Click transaction (E.g.: [Issue]) of the Instrument that you would like to authorize.



You can authorize one or more instruments by ticking the checkbox next to each instrument row item in the list view and then pressing the [Authorize] button. All the instruments will be selected by ticking the check box on top.

4. [INSTRUMENTS: IMPORT LC] page

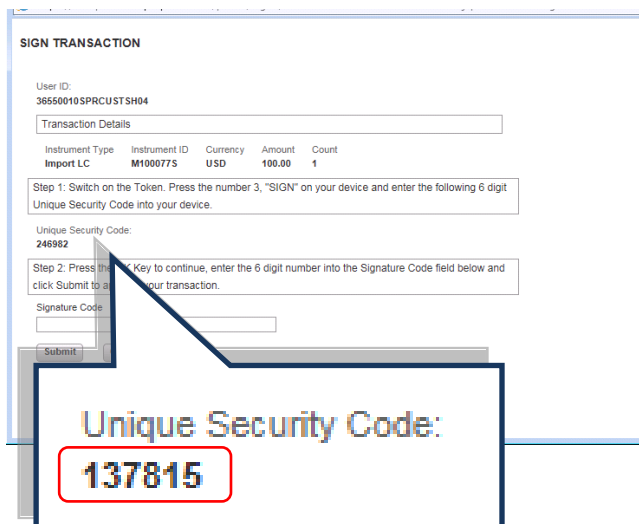


- (1) Check the instrument information provided.
- (2) Click [Authorize].



Click [Send for Repair] when you would like to send back the instrument for correction/revision.

5. [SIGN TRANSACTION] page



Find [Unique Security Code].

6. [OTP TOKEN]



- (1) Press "3" (SIGN) button to start the process.
- (2) Enter the [Unique Security Code].
- (3) Press "OK" on the bottom right of the Token.
- (4) "Response code" is shown.

7. [SIGN TRANSACTION] page

SIGN TRANSACTION

User ID:
36550010SPRCUSTSH04

Transaction Details

Instrument Type	Instrument ID	Currency	Amount	Count
Import LC	M1900775	USD	100.00	1

Step 1: Switch on the Token. Press the number 3, "SIGN" on your device and enter the following 6 digit Unique Security Code into your device.

Unique Security Code:
246982

Step 2: Press the OK Key to continue, enter the 6 digit number into the Signature Code field below and click Submit to approve your transaction.

Signature Code

Signature Code

- (1) Enter the "Response code" displayed on the Token to [Signature Code] on the screen.
- (2) Press [Submit].

8. [INSTRUMENTS: IMPORT LC: CURRENT TERMS SUMMARY] page

MUFG

TRANSACTIONS | REPORTS | REFERENCE DATA

INSTRUMENTS: IMPORT LC: CURRENT TERMS SUMMARY

Import LC - M40095452 - (Pending)

'Import LC - M40095452' - 'Issue' has been successfully 'authorized'.

Transaction Date	Transaction	CD	Amount	Status	Reference
02 Jan 2015	Issue	CAO	30,000.00	Authorized	

Transaction Log

Date & Time	Action	User	Panel Level	Status
02 Jan 2015 11:00 PM	Verify	Singapore101@muft.com.sg		Ready to Authorize
02 Jan 2015 11:00 PM	Authorize	Singapore101@muft.com.sg		Authorized
02 Jan 2015 11:00 PM	Create	Singapore101@muft.com.sg		Started

The [status] of the instrument will be changed to [Authorized].

Now the application is sent to the bank

3-3 Check Results

Required Security Profile Setting: Notifications

*Security Profile Setting is maintained by Admin user.

In this section, you will check the result of the application submissions.

[Notifications] are sent to you when the bank finish operations and update the status of the instruments.

Steps

1. [HOME] page

The screenshot shows the MUFG HOME page. The 'Mail Messages' section displays a list of messages. The 'Notifications' section shows a list of notifications. A callout box highlights the 'Transaction' column with 'Issue' and 'Amend' links. Another callout box highlights the 'Status' and 'Bank Instrument ID' columns in the 'All Transactions' table.

Status	Bank Instrument ID
Returned by Bank	3301245241
Processed by Bank	OVS201705105
Processed by Bank	3301-3406
Processed by Bank	3301- 340563
Processed by Bank	3301ELC0665819

In the [Home] page, there is [Notifications] area. The [Status] of the instruments are [Processed by Bank] and [Bank Instrument ID] appears when the application submissions are successfully completed.

In case, instruments are [Returned by bank], Click [Issue/Amend] of the returned instrument.

2. [Instruments: Import LC] page

The screenshot shows the MUFG Instruments: Outgoing Guarantee: Amend page. The 'Return Reason' field is highlighted with a callout box, displaying 'insufficient documents'.

[Return Reason] of the instrument is displayed.

Following the [Return Reason], please make a modification on the application and re-submit it to the bank.

Chapter 4 Inquire Applications

4-1 Inquire Applications

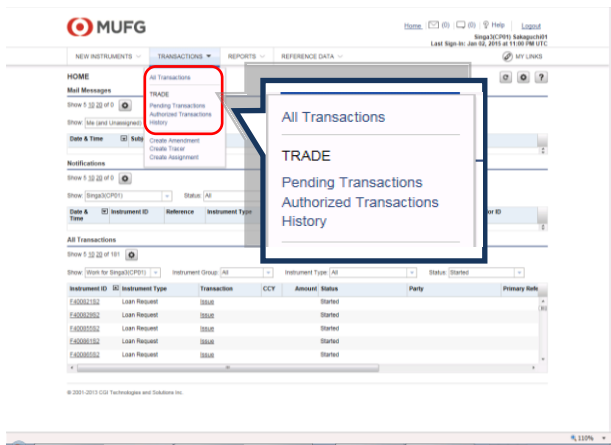
Required Security Profile Setting: Inquiry

*Security Profile Setting is maintained by Admin user.

In this section, you will make inquiries of applications and also create amendments from the menu.

Steps

1. [HOME] page (To inquire)



- (1) Click [TRANSACTIONS] from Mega-menu.
- (2) Select required ["Inquiry menu"] from the list.

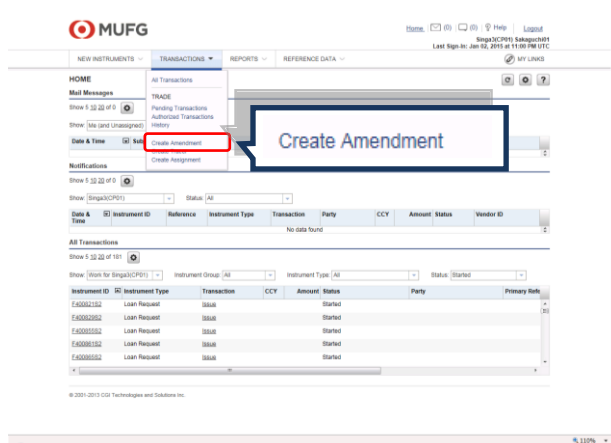


"Inquiry menu"

- All Transactions
- Pending Transactions
- Authorized Transactions
- History

Please refer to the Online Help for more information. Home > Using the System > Instruments Procedures > Instruments Overview

2. [HOME] page (To create amendments)



- (1) Click [TRANSACTIONS] from Mega-menu.
- (2) Select [Create Amendment] from the list.



Please refer to the Online Help for more Amendment information. Home > Using the System > Instruments Procedures > Instruments Overview



For cancelation of the instruments, please request to the bank by using [Other Conditions] of [Amend] page.

Chapter 5 Appendix

5-1 Corporate Customer Settings and User Settings

Corporate Customer setting and User setting will be done by bank upon submitting the application forms below.

- [COMSUITE Trade Manager Application for Service Setup]
- [Singapore Branch Application for Multi-Product User Maintenance]

5-2 Security Profile Settings

Customer admin users are able to maintain the security profile setting of the customer users.

Step 1 Click [REFERENCE DATA] from Mega-menu, then select [Security Profiles] from the list.

Step 2 Change the setting of the security profile (refer to the screen shot below).

*Customer admin users/customer non-admin users must not maintain the [Users] and [Reports] settings, thus it is prohibited for the customer from enabling [Users] and [Reports] in the security profile setting page. The bank do not support the service when the customer changes the settings.

1. General

* Security Profile Name

2. Messages

☒ No Access

☐ Users can work with messages for subsidiaries/branches

	Delete	Create / Reply	Send to Bank	Route	Attach Document(s)	Delete Document (s)
Mail Messages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pre-Debit/Funding Notifications	<input type="checkbox"/>			<input type="checkbox"/>		
Discrepancy/ATP Approval Notices	<input type="checkbox"/>			<input type="checkbox"/>		
Notifications	<input type="checkbox"/>					

3. Instruments

☒ No Access

☐ Users can work with instruments for subsidiaries/branches

	Create / Modify	Delete	Route	Checker	Send For Repair	Authorize	Authorize Offline	Process Purchase Orders	Upload File	Process Invoices
Air Waybill	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Approval to Pay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Direct Send Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Export Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Export Letter of Credit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please refer to the Online Help for more information about the security profile.

Home > Using the System > Reference Data Procedures > Security Profiles > Editing Security Profiles

Messages

Customers are able to change the setting of message function highlighted in the green boxes (solid line). *those functions with no highlights are not available.

For "Inquiry only setting", please un-tick "No Access".

Instruments

Customers are able to change the setting of instruments (Application) highlighted in the green boxes (solid line). *those functions with no highlights are not available.

For "Inquiry only setting", please un-tick "No Access".

*Route

Please refer to P17-20 for the details.

Direct Send Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Export Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Export Letter of Credit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Import Letter of Credit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
International Payment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loan Request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outgoing Guarantee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outgoing Standby Letter of Credit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Payments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Request to Advise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shipping Guarantee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transfer Between Accounts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transactions										
Discrepancy/Approval to Pay Response Transactions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Allow Users to Attach Document(s) <input type="checkbox"/> Allow Users to Delete Document(s)										

4. Receivables/Payables Management

☒ No Access
☐ Users can work with instruments for subsidiaries/branches

	Match	Route	Authorize	Authorize Offline	Approve Discount & Authorize	Approve Discount & Authorize Offline	Add Buyer to Payment
<input type="radio"/> Select All <input type="radio"/> Select None							
Receivables Management Match Notice and Response	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Dispute/Undispute	Close	Finance
<input type="radio"/> Select All <input type="radio"/> Select None			
Receivables Management Invoices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Authorize	Authorize Offline	Apply Payment Date	Clear Payment Date	Apply Adjusted Payment Amount	Reset Adjusted Payment Amount	Modify Send to Supplier Date	Reset Send to Supplier Date
<input type="radio"/> Select All <input type="radio"/> Select None								
Payables Management Invoices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Approve Financing	Authorize	Authorize Offline	Remove From Group	Delete	Assign Instrument Type	Assign Loan Type
<input type="radio"/> Select All <input type="radio"/> Select None							
Uploaded Invoices-Receivables Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Create Loan Request	Apply Payment Date	Clear Payment Date	Decline Invoice			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

	Authorize	Authorize Offline	Delete	Assign Instrument Type	Create Loan Request	Assign Loan Type	Create Approval to Pay
<input type="radio"/> Select All <input type="radio"/> Select None							
Uploaded Invoices-Payables Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Apply Payment Date	Clear Payment Date	Apply Adjusted Payment Amount	Reset Adjusted Payment Amount	Modify Send to Supplier Date	Reset Send to Supplier Date	Decline Invoice
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Authorize	Authorize Offline	Delete	Close	Manually Apply	Manually Unapply	Approve Credit Note	Decline Credit Note
<input type="radio"/> Select All <input type="radio"/> Select None								
Payables Credit Notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Invoices Offered	History	Accept Offer	Authorize Offer	Decline Offer	Assign Future Value Date	Remove Future Value Date	Remove Invoice	Reset To Offered
<input type="radio"/> Select All <input type="radio"/> Select None									
Supplier Portal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Direct Debits

☒ No Access

☐ Users can work with instruments for subsidiaries/branches

	Create / Modify	Delete	Route	Authorize	Authorize Offline	Upload File
<input type="radio"/> Select All <input type="radio"/> Select None						
Direct Debit Instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Invoice/Credit Note Processing

☒ No Access

	Upload	View Uploaded	Remove Failed
<input type="radio"/> Select All <input type="radio"/> Select None			
Invoice/Credit Note Processing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Reports

☐ No Access

	No Access	View Only	View & Maintain
Custom Reports	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Standard Reports	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

8. Reference Data

☒ No Access

	No Access	View Only	View & Maintain
My Organization's Profile	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
View TPS Limits	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Foreign Exchange Rates	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Instrument Templates	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Create Fixed Payment Template			
Notification Rule	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Address Book	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="checkbox"/> Create new Address Book entries during transaction entry			
Panel Authorization Groups	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Payment File Definitions	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Phrases	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Security Profiles	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Template Groups	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Threshold Groups	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Users	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work Groups	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Purchase Order-Related Reference Data			
LC Creation Rules	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
ATP Creation Rules	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PO Definitions	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Invoice Management-Related Reference Data			
Trading Partner Rules	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Invoice Definitions(only Bank Admin users can view and maintain)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
ATP Creation Rules	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Loan Request Creation Rules	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
ERP GL Codes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Discount Codes	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. Conversion Center

☒ No Access

	Create / Modify	Delete	Route	Convert
<input type="radio"/> Select All <input type="radio"/> Select None				
Instruments				
Outgoing Guarantee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Reports

Customers are prohibited from changing the setting of [Reports] highlighted in the red box (dotted line).

Reference data

Customers can change the setting of [Reference data] highlighted in the green boxes (solid line). *Those functions with no highlights are not available.

Users

Customers are prohibited from changing the setting of [Users] highlighted in the red box (dotted line).

5-3 Route function

Precondition

1. [Security Profile Settings] page

	Create / Modify	Delete	Route	Checker	Send For Repair	Authorize
<input type="radio"/> Select All <input type="radio"/> Select None						
Instruments						
Air Waybill	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Anyone who “Create” or “Check” or “Authorize” can “Route” the transaction to the “Authorizer”. Which means, when a customer authorization process is:

Create(UserA) → Check(UserB) →

Authorize(UserC) → Authorize(UserD)

then UserB and UserC can route the transaction.

Also, when there is no “Checker”,

Create(UserA) → ~~Check(UserB)~~ →

Authorize(UserC) → Authorize(UserD)

then UserA and UserC can route the transaction.

2. [All Transactions] section of the [Home] page

All Transactions

Show 5 10 20 of 29

Show:

My Work x

 Ins

Instru

My Work

Work for Singa3(CP01)

F402140S2

Loan Request

F402141S2

Loan Request

M400885S2

Import LC

As an authorizer select “My Work”, those transactions which are routed to the authorizer are listed.

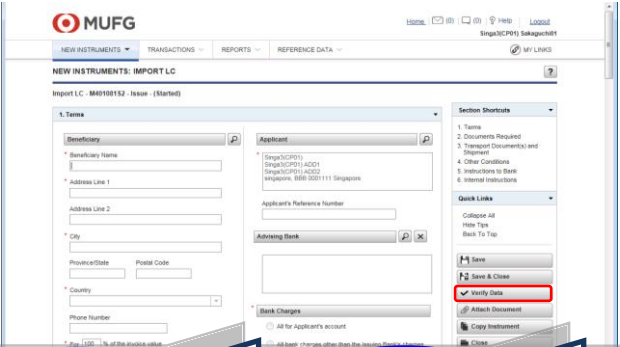
As the authorizer select “Work for (Corporate customer name)”, then all the transactions including the ones which are routed to the other users are listed.

This means that “Route” function can not control who to authorize the transactions but it can just notify the designated authorizer to do the authorization of a particular transaction.

How to operate

Steps

1. [NEW INSTRUMENTS: IMPORT LC] page



Create and verify (or check as a checker or authorize as an authorizer) a transaction

Create & Verify

- Save
- Save & Close
- Verify Data
- Attach Document
- Copy Instrument
- Close

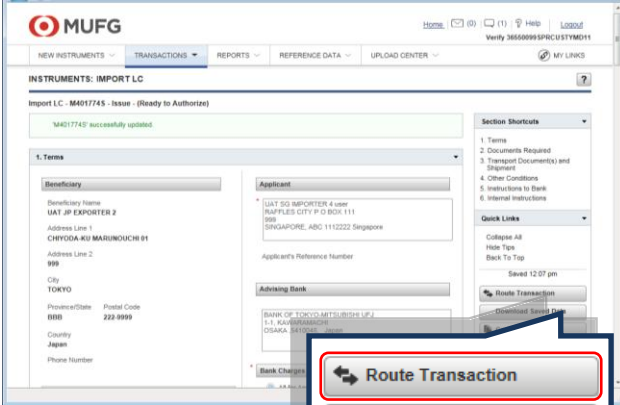
Checker

- Download Saved Data
- Send For Repair
- Send For Authorization
- LC Application Form
- Close

Authorizer

- Route Transaction
- Download Saved Data
- Authorize
- LC Application Form
- Close

2. [INSTRUMENTS: IMPORT LC] page

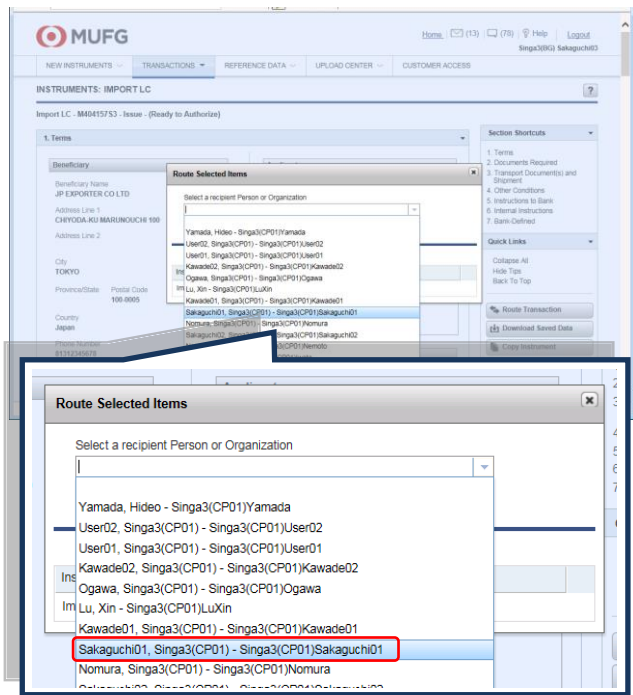


Click [Route Transaction]

Route Transaction

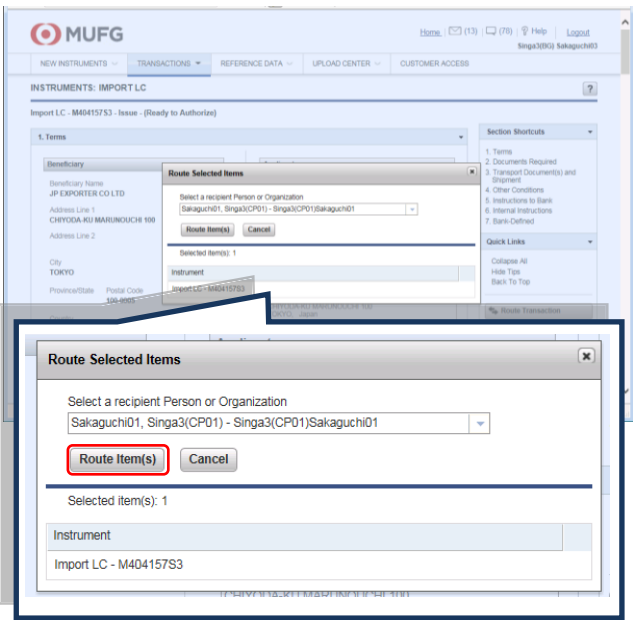
- Download Saved Data
- Copy Instrument
- Edit
- LC Application Form
- Close

3. [INSTRUMENTS: IMPORT LC] page



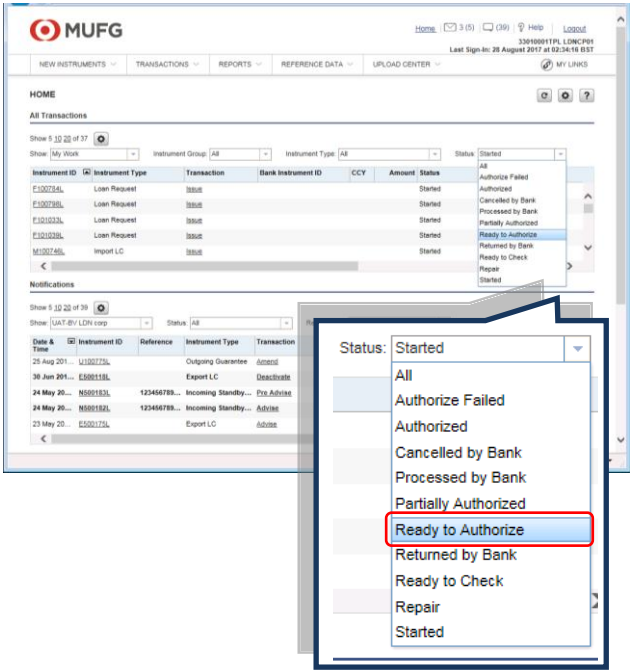
Select the user who needs to authorize the particular transaction.

4. [INSTRUMENTS: IMPORT LC] page



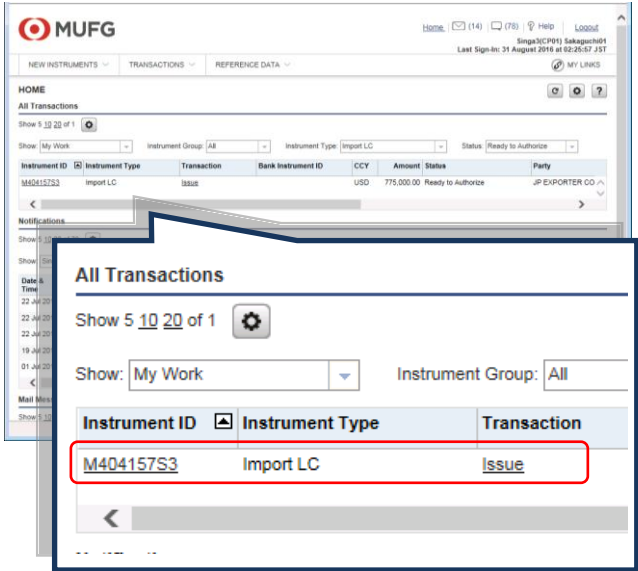
Click [Route Item(s)]

5. Home page of the authorizer



- (1) Designated authorizer login to the Trade Manager.
- (2) Select "My work" in [Show] pull-down.
- (3) Select "Ready to Authorize" in [Status] pull-down.

6. Home page of the authorizer



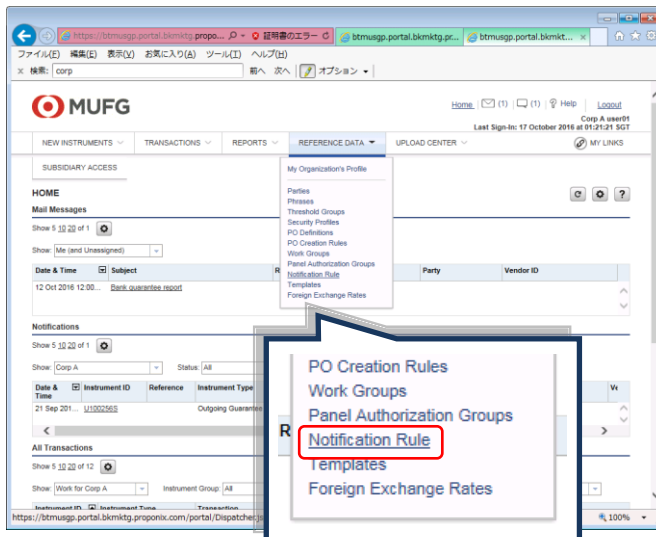
Routed "Ready to Authorize" transaction can be found.

5-4 Notification Settings

Users with appropriate security profile can maintain [Notification Rule] to send out e-mail notifications.

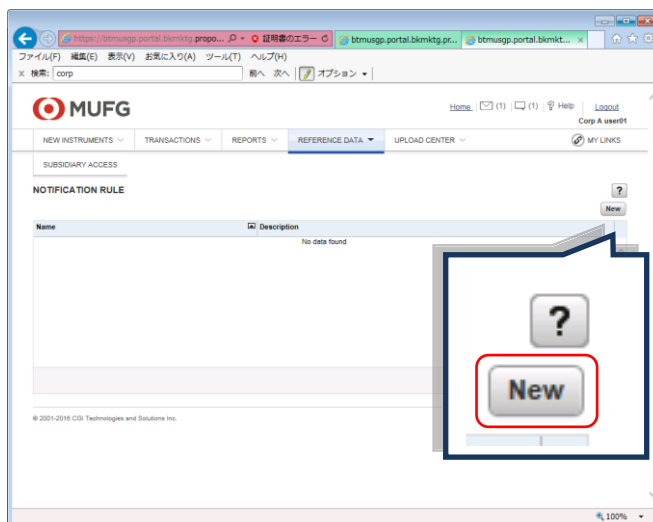
Steps

1. [HOME] page



On the homepage, go under [Reference Data] and click on [Notification Rule].

2. [NOTIFICATION RULE] page



Click on [New]

3. [NOTIFICATION RULE] page

The screenshot shows the 'NOTIFICATION RULE' setup page in the MUFG portal. The page has a header with navigation tabs: NEW INSTRUMENTS, TRANSACTIONS, REPORTS, REFERENCE DATA, and UPLOAD CENTER. Below the header, there's a 'SUBSIDIARY ACCESS' section. The main content area is titled 'NOTIFICATION RULE' and contains a 'New Notification Rule' section. This section includes fields for 'Rule Name' and 'Description', and radio buttons for 'For each message, notification, or transaction received'. The 'Default Notification Rule settings for All Instrument Types/Transactions' section includes 'Send Portal Notification', 'Send Email', and 'Email Recipients' settings. A red box highlights the 'Save & Close' button in the bottom right corner.

Setup the [Notification Rule] and Click [Save & Close].



Please refer to the online help by clicking the top right ? for the details.



The option "Send a daily reminder", "Send both alert and daily reminder" and "Charges and/or Documents only" are currently unavailable.

Sample setting (standard)

The screenshot shows the 'NOTIFICATION RULE' page with sample settings. The page is divided into two sections: '1. Email Alerts and Defaults' and '2. Import Documentary LC'. The '1. Email Alerts and Defaults' section includes fields for 'Rule Name' and 'Description', and radio buttons for 'For each message, notification, or transaction received'. The 'Default Notification Rule settings for All Instrument Types/Transactions' section includes 'Send Portal Notification', 'Send Email', and 'Email Recipients' settings. The '2. Import Documentary LC' section includes fields for 'Rule Name' and 'Description', and radio buttons for 'For each message, notification, or transaction received'. The 'Default Notification Rule settings for all Import Documentary LC Transactions' section includes 'Send Portal Notification', 'Send Email', and 'Email Recipients' settings. Red circles and boxes highlight specific settings: 1. 'Send an alert for each', 2. 'Always' for Send Portal Notification, 3. 'Always' for Send Email, 4. 'Email Recipients' field, 5. 'Apply to All Groups', and 6. 'Save & Close' button.

5-5 Working with Purchase Orders

The purchase order processing functionality allows you to incorporate data from your organisation's system into applications of Import Letters of Credit. When you upload a purchase order data file, you can control the details of the upload by selecting a PO definition and associated LC creation rules (PO creation rules).

Please refer to the Online Help for more details.

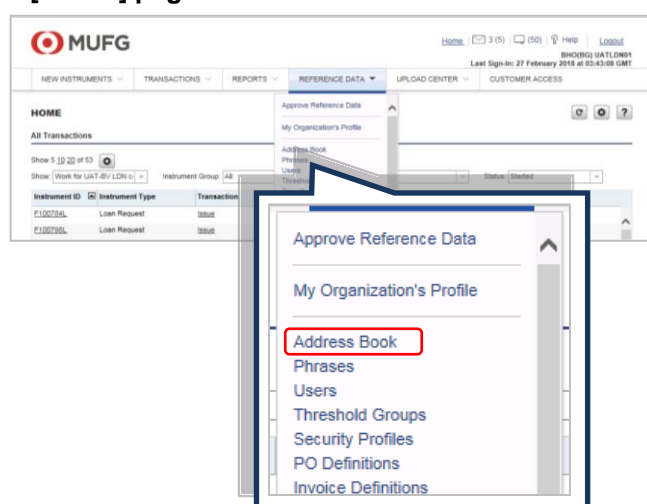
🔗 Home > Using the System > Instruments Procedures > Working with Purchase Orders > Working with Purchase Orders

5-6 Create Parties in Address Book

Users with appropriate security profile can create parties in Address Book.

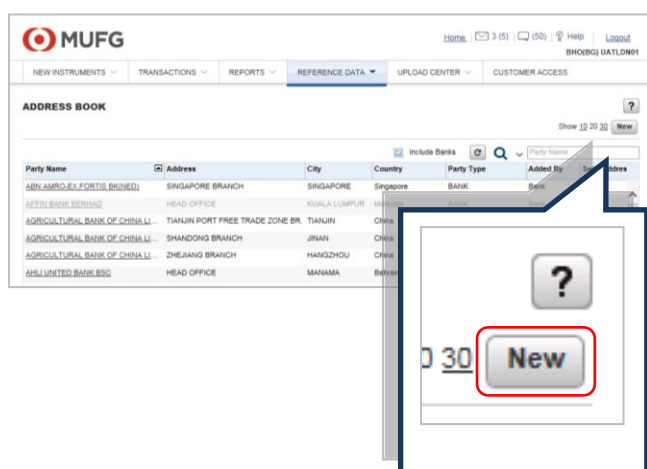
Steps

1. [HOME] page



On the homepage, go under [Reference Data] and click on [Address Book].

2. [ADDRESS BOOK] page



For creating new party, click [New].

3. [New Address Book Entry] page

MUFG

Home | 3 (5) | (50) | Help | Logout | BHO(BQ) UATLDNH1

NEW INSTRUMENTS | TRANSACTIONS | REPORTS | REFERENCE DATA | UPLOAD CENTER | CUSTOMER ACCESS

ADDRESS BOOK

New Address Book Entry

1. General

Party

* Party Name

* Party Type

Corporate

Vendor ID

* City

Province/State

Postal Code

* Address Line 1

Address Line 2

* Country

2. Bank Defined

Section Shortcuts

1. General

2. Bank Defined

3. Communications

4. Advising/Collecting Bank

5. Settlement Accounts

Quick Links

Collapse All

Hide Tip

Back To Top

Save

Save & Close

Close

Key in the details, then click [Save & Close].

5-7 Create Templates

Users with appropriate security profile can create templates.

Steps

1. [HOME] page

MUFG

Home | 3 (5) | (50) | Help | Logout | Last login for Apr 25, 2016 at 02:36 PM SGT

NEW INSTRUMENTS | TRANSACTIONS | REPORTS | REFERENCE DATA | UPLOAD CENTER | CUSTOMER ACCESS

HOME

All Transactions

Show 5 | 23 of 17

Show [My Work] | Instrument Group: All | Instrument Type: All | Status: Started

Instrument ID	Instrument Type	Transaction	Bank Instrument ID	CCY	Amount	Status	Party
F48030003	Loan Request	Issue				Started	
F48030103	Loan Request	Issue				Started	
M48030303	Import LC	Amend					
M48030303	Import LC	Amend					
M48030303	Import LC	Issue					

Mail Messages

Show 5 | 23 of 2

Show [Me (and Unassigned)]

Date & Time

11 Dec 2015 11:23: credit advice

10 Dec 2015 02:58: credit advice for loan proceeds

Notifications

Show 5 | 23 of 3

Show [SV SG REPORTER] | Status: All

Date & Time

11 Dec 2015: S48030103

Outgoing Standby U...

REFERENCE DATA

Parties

Phrases

PO Definitions

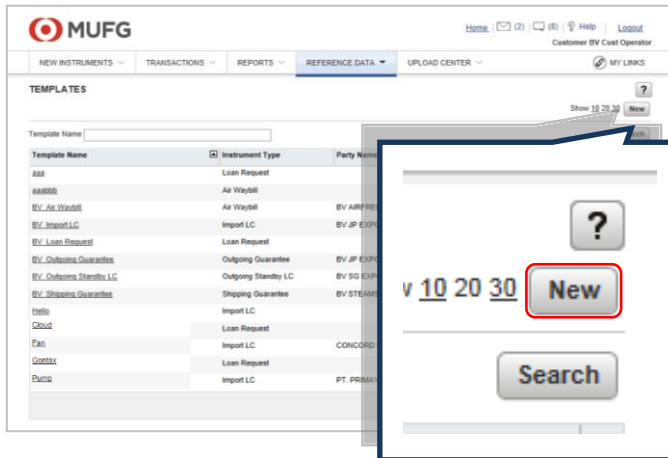
PO Creation Rules

Templates

Instrument type: All

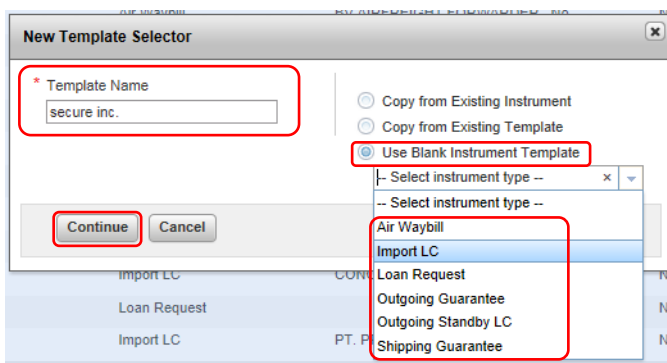
On the homepage, go under [Reference Data] and click on [Templates].

2. [TEMPLATES] page



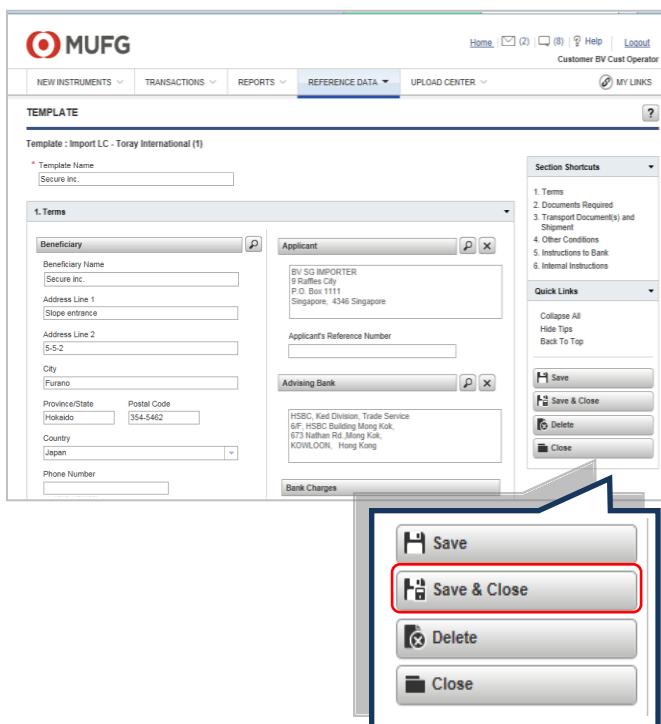
For creating a new template, click [New].

3. [NewTemplate Selector]




- (1) Give a name to the new template.
- (2) Select [Use Blank Instrument Template].
- (3) Select the type of instrument.
- (4) Click [Continue].

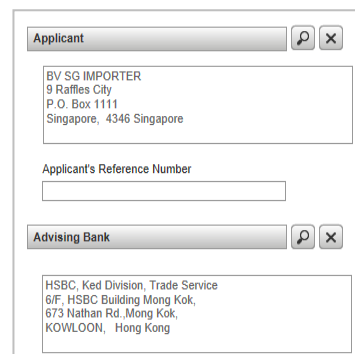
4. [TEMPLATE] page



Key in the template details, and then click [Save & Close].



[Applicant] and [Advising Bank] field cannot be keyed in. These are [Parties] which need to be registered in the Trade Manager in advance. Then they can be found when the search button  is clicked.



5-8 Reports

Below reports are available.

- **BHO101 - Outgoing Guarantee Transaction Details Report**

The report includes transactions with a transaction status of 'Processed by Bank'.

The screenshot shows the MUFG web application interface. The top navigation bar includes links for Home, Messages (2), Chat (37), Help, and Logout. The user is logged in as BHO(BG) UATLDN01. The main menu has tabs for NEW INSTRUMENTS, TRANSACTIONS, REPORTS (selected), REFERENCE DATA, UPLOAD CENTER, and CUSTOMER ACCESS. Under the REPORTS tab, there are options for Standard Reports and Custom Reports. A search bar is present. Below the search bar is a table of reports:

Report Name	Description
BHO101 - Outgoing Guarantee Transaction Details Report	Outgoing Guarantee Transaction Details Report
BHO102 - Outgoing Standby LC Transaction Details Report	Outgoing Standby LC Transaction Details Report
BHO103 - Import LC Transaction Details Report	Import LC Transaction Details Report
Full User List - Full User List	Full User List
TP050CC - Work in progress	Pending and Authorized Transactions
TP070 - Audit Report	Reference Data Changes by Userid
TP080CC - Corporate Customer Information	Customer Detail and Capabilities
TP090CC - Corporate Customer Usage	Instrument and Transaction Volume

Total Count: 8

The screenshot shows the 'BHO101 - Outgoing Guarantee Transaction Details Report' form. It includes a 'Report Criteria' section with the following fields:

- Reference: Please select a prompt value (dropdown menu with options: 3301245241, 3110HSU0010003, 3110HSU0010002)
- Beneficiary Name: Please select a prompt value (dropdown menu with options: GTY Corporate India, UAT JP EXPORTER)
- Beneficiary Country: Please select a prompt value (dropdown menu with options: IN, JP)
- Applicant Name: Please select a prompt value (dropdown menu with options: UAT-BV LDN corp)
- Type of Guarantee: Please select a prompt value (dropdown menu with options: Performance, Retention)
- Valid From(Start): dd/MM/yyyy (date picker)
- Valid From(End): dd/MM/yyyy (date picker)
- Valid To(Start): dd/MM/yyyy (date picker)
- Valid To(End): dd/MM/yyyy (date picker)

At the bottom of the form, there is a 'Show Report' button highlighted with a red box.

[Home](#) | [\(2\)](#) | [\(37\)](#) | [Help](#) | [Logout](#)

BHO(BG) UATLDN01

NEW INSTRUMENTS

TRANSACTIONS

REPORTS

REFERENCE DATA

UPLOAD CENTER

CUSTOMER ACCESS

Reports

Standard Reports

Custom Reports

BHO101 - Outgoing Guarantee Transaction Details Report

Expand

Save As

Close

Report Criteria

CSV

PDF

Print

Outgoing Guarantee Transaction Details F

EUR

Reference	Transaction Date	Instrument ID	Transaction Type	Beneficiary		Applicant Name	Applicant's Reference Number	Valid From	Original Valid to	Valid to After Amendment
				Name	Country					
3110HSU0010003	01/05/2017	U100721L	Issue	UAT JP EXPORTER	JP	UAT-BV LDN corp		01/05/2017	Other	
3110HSU0010003	01/05/2017	U100721L	Amend-1	UAT JP EXPORTER	JP	UAT-BV LDN corp		01/05/2017	Other	

GBP

Reference	Transaction Date	Instrument ID	Transaction Type	Beneficiary		Applicant Name	Applicant's Reference Number	Valid From	Original Valid to	Valid to After Amendment
				Name	Country					
3110HSU0010002	01/05/2017	U100718L	Issue	UAT JP EXPORTER	JP	UAT-BV LDN corp		01/05/2017	Other	
3110HSU0010002	01/05/2017	U100718L	Amend-1	UAT JP EXPORTER	JP	UAT-BV LDN corp		01/05/2017	Other	

100%

● BHO102 - Outgoing Standby LC Transaction Details Report

The report includes transactions with a transaction_status of 'Processed by Bank'.

MUFG Home | (2) | (37) | ? Help | Logout
BHO(BG) UATLDN01

NEW INSTRUMENTS ▾ TRANSACTIONS ▾ **REPORTS ▾** REFERENCE DATA ▾ UPLOAD CENTER ▾ CUSTOMER ACCESS

Reports ● Standard Reports ○ Custom Reports ?

Show: All Categories ▾ Show 10 20 30

Report Name: Search

Report Name	Description
BHO101 - Outgoing Guarantee Transaction Details Report	Outgoing Guarantee Transaction Details Report
BHO102 - Outgoing Standby LC Transaction Details Report	Outgoing Standby LC Transaction Details Report
BHO103 - Import LC Transaction Details Report	Import LC Transaction Details Report
Full User List - Full User List	Full User List
TP050CC - Work in progress	Pending and Authorized Transactions
TP070 - Audit Report	Reference Data Changes by Userid
TP080CC - Corporate Customer Information	Customer Detail and Capabilities
TP090CC - Corporate Customer Usage	Instrument and Transaction Volume

Total Count: 8

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MUFG Home | (2) | (37) | ? Help | Logout
BHO(BG) UATLDN01

NEW INSTRUMENTS ▾ TRANSACTIONS ▾ **REPORTS ▾** REFERENCE DATA ▾ UPLOAD CENTER ▾ CUSTOMER ACCESS

Reports ● Standard Reports ○ Custom Reports ?

BHO102 - Outgoing Standby LC Transaction Details Report Expand Close

Report Criteria ▾

To view this report, please specify the report criteria below.

Reference:
3301SCU0001004
3301SCU0001003
3301SCU0001002

Beneficiary Name:
UAT UK EXPORTER

Beneficiary Country:
GB

Applicant Name:
UAT-BV LDN corp

Type of LC:
Maintenance
Performance
Tender/Bid

Expiry Date (From):

Expiry Date (To):

Maturity Date (From):

Maturity Date (To):

Show Report

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[Home](#) | [\(2\)](#) | [\(37\)](#) | [Help](#) | [Logout](#)

BHQ(BG) UATLDN01

NEW INSTRUMENTS

TRANSACTIONS

REPORTS

REFERENCE DATA

UPLOAD CENTER

CUSTOMER ACCESS

Reports

Standard Reports

Custom Reports

BHO102 - Outgoing Standby LC Transaction Details Report

Expand

Save As

Close

Report Criteria

CSV

PDF

Print

Outgoing Standby LC Transaction Details

EUR

Reference	Transaction Date	Instrument ID	Transaction Type	Beneficiary		Applicant Name	Applicant's Reference Number	Payment Terms			Type of LC
				Name	Country			%	Amount	Maturity Date	
3301SCU0001003	28/04/2017	S100710L	Issue	UAT UK EXPORTER	GB	UAT-BV LDN corp		40%			Maintenance
3301SCU0001003	28/04/2017	S100710L	Issue	UAT UK EXPORTER	GB	UAT-BV LDN corp		60%			Maintenance

GBP

Reference	Transaction Date	Instrument ID	Transaction Type	Beneficiary		Applicant Name	Applicant's Reference Number	Payment Terms			Type of LC
				Name	Country			%	Amount	Maturity Date	
3301SCU0001002	28/04/2017	S100709L	Issue	UAT UK EXPORTER	GB	UAT-BV LDN corp		100%			Performance
3301SCU0001002	01/05/2017	S100709L	Amend-1	UAT UK EXPORTER	GB	UAT-BV LDN corp					

100%

● BHO103 - Import LC Transaction Details Report

The report includes transactions with a transaction_status of 'Processed by Bank'.

MUFG Home | (2) | (37) | ? Help | Logout
BHO(BG) UATLDN01

NEW INSTRUMENTS ▾ TRANSACTIONS ▾ **REPORTS ▾** REFERENCE DATA ▾ UPLOAD CENTER ▾ CUSTOMER ACCESS

Reports ● Standard Reports ○ Custom Reports ?

Show: All Categories ▾ Show 10 20 30

Report Name: Search

Report Name	Description
BHO101 - Outgoing Guarantee Transaction Details Report	Outgoing Guarantee Transaction Details Report
BHO102 - Outgoing Standby LC Transaction Details Report	Outgoing Standby LC Transaction Details Report
BHO103 - Import LC Transaction Details Report	Import LC Transaction Details Report
Full User List - Full User List	Full User List
TP050CC - Work in progress	Pending and Authorized Transactions
TP070 - Audit Report	Reference Data Changes by Userid
TP080CC - Corporate Customer Information	Customer Detail and Capabilities
TP090CC - Corporate Customer Usage	Instrument and Transaction Volume

Total Count: 8

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MUFG Home | (2) | (37) | ? Help | Logout
BHO(BG) UATLDN01

NEW INSTRUMENTS ▾ TRANSACTIONS ▾ **REPORTS ▾** REFERENCE DATA ▾ UPLOAD CENTER ▾ CUSTOMER ACCESS

Reports ● Standard Reports ○ Custom Reports ?

BHO103 - Import LC Transaction Details Report Expand Close

Report Criteria ▾

To view this report, please specify the report criteria below.

Reference: Please select a prompt value
6251IMS75412545
3301ILS0100001
3110ILS0100003

Beneficiary Name: Please select a prompt value
Export Corporate HK
UAT JP EXPORTER

Beneficiary Country: Please select a prompt value
HK
JP

Applicant Name: Please select a prompt value
UAT-BV LDN corp

Expiry Date (From): dd/MM/yyyy ▾

Expiry Date (To): dd/MM/yyyy ▾

Maturity Date (From): dd/MM/yyyy ▾

Maturity Date (To): dd/MM/yyyy ▾

Show Report

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[Home](#) | [\(2\)](#) | [\(37\)](#) | [Help](#) | [Logout](#)

BHO(BG) UATLDN01

NEW INSTRUMENTS

TRANSACTIONS

REPORTS

REFERENCE DATA

UPLOAD CENTER

CUSTOMER ACCESS

Reports

Standard Reports

Custom Reports

BHO103 - Import LC Transaction Details Report

Expand

Save As

Close

Report Criteria

CSV

PDF

Import LC Transaction Details Report

EUR

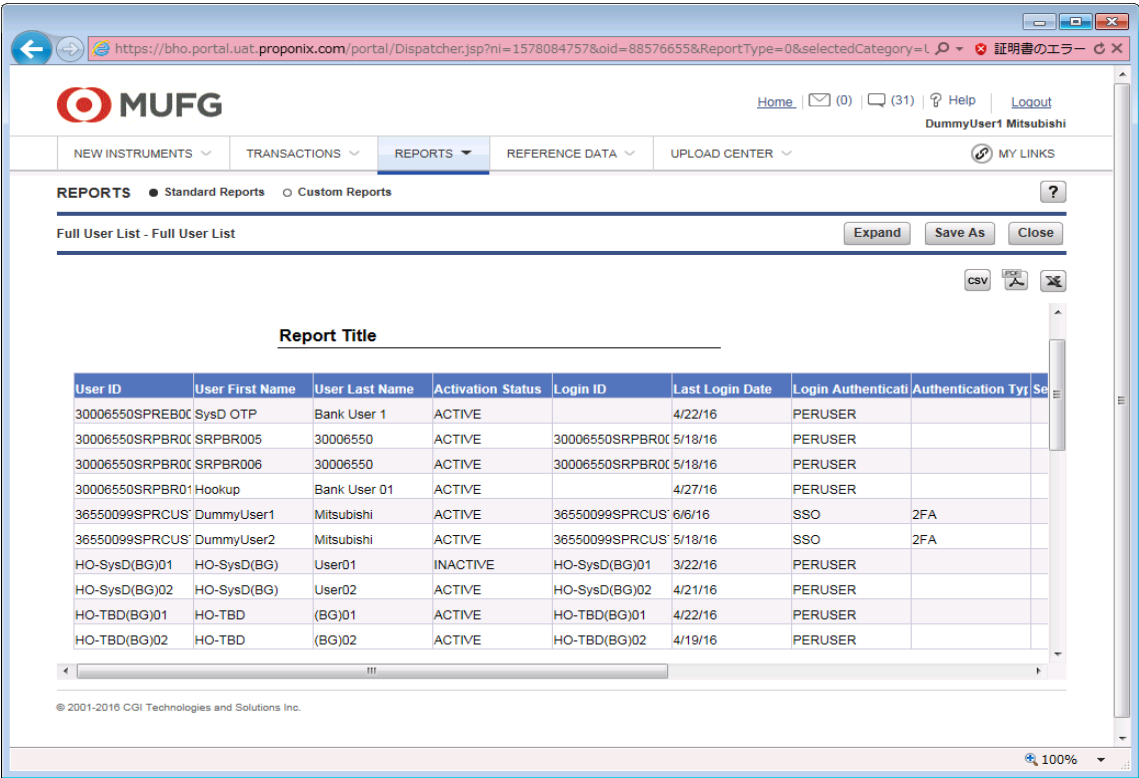
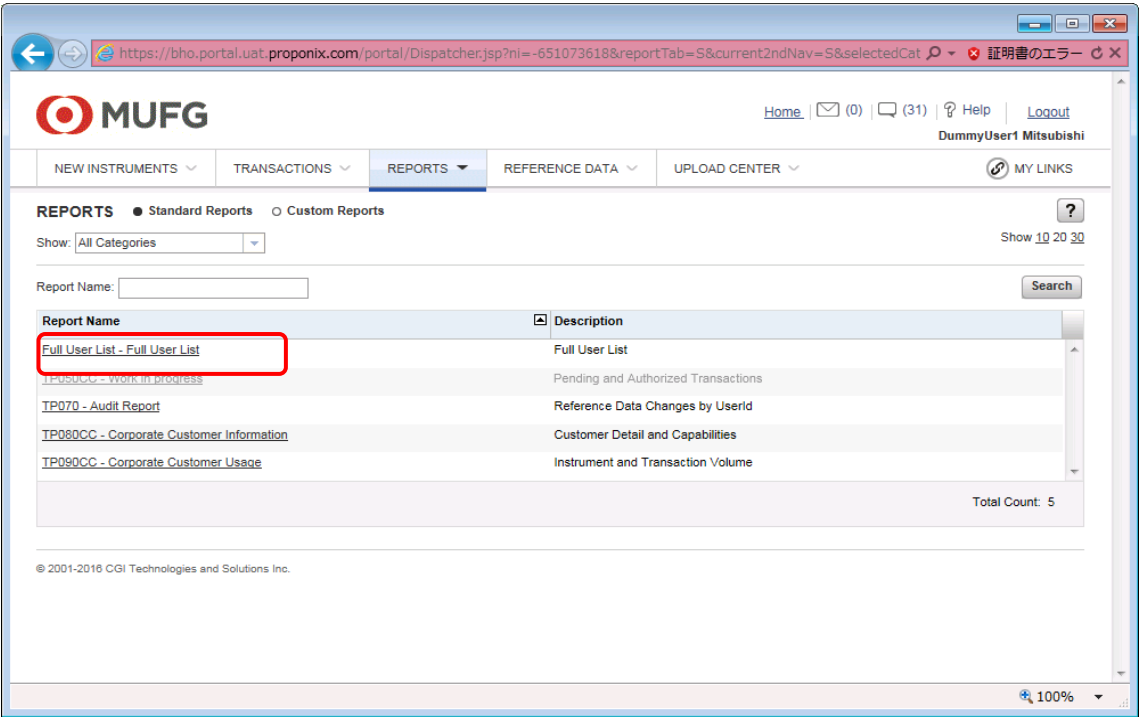
Reference	Transacti on Date	Instrument ID	Transacti on Type	Beneficiary		Applicant Name	Applicant's Reference Number	CCY	Transaction Amount		Expiry Date	Expiry Date after Amendme nt	%
				Name	Ctry.					After Amendment			
3110ILS010 0003	01/05/2017	M100717L	Issue	UAT JP EXPORTER	JP	UAT-BV LDN corp		EUR	300,000.00		31/07/2017		10

GBP

Reference	Transacti on Date	Instrument ID	Transacti on Type	Beneficiary		Applicant Name	Applicant's Reference Number	CCY	Transaction Amount		Expiry Date	Expiry Date after Amendme nt	%
				Name	Ctry.					After Amendment			
3110ILS010 0002	01/05/2017	M100716L	Issue	UAT JP EXPORTER	JP	UAT-BV LDN corp		GBP	200,000.00		30/06/2017		10
3110ILS010 0002	01/05/2017	M100716L	Amend-1	UAT JP EXPORTER	JP	UAT-BV LDN corp		GBP	15,000.00	215,000.00	30/06/2017	30/06/2017	

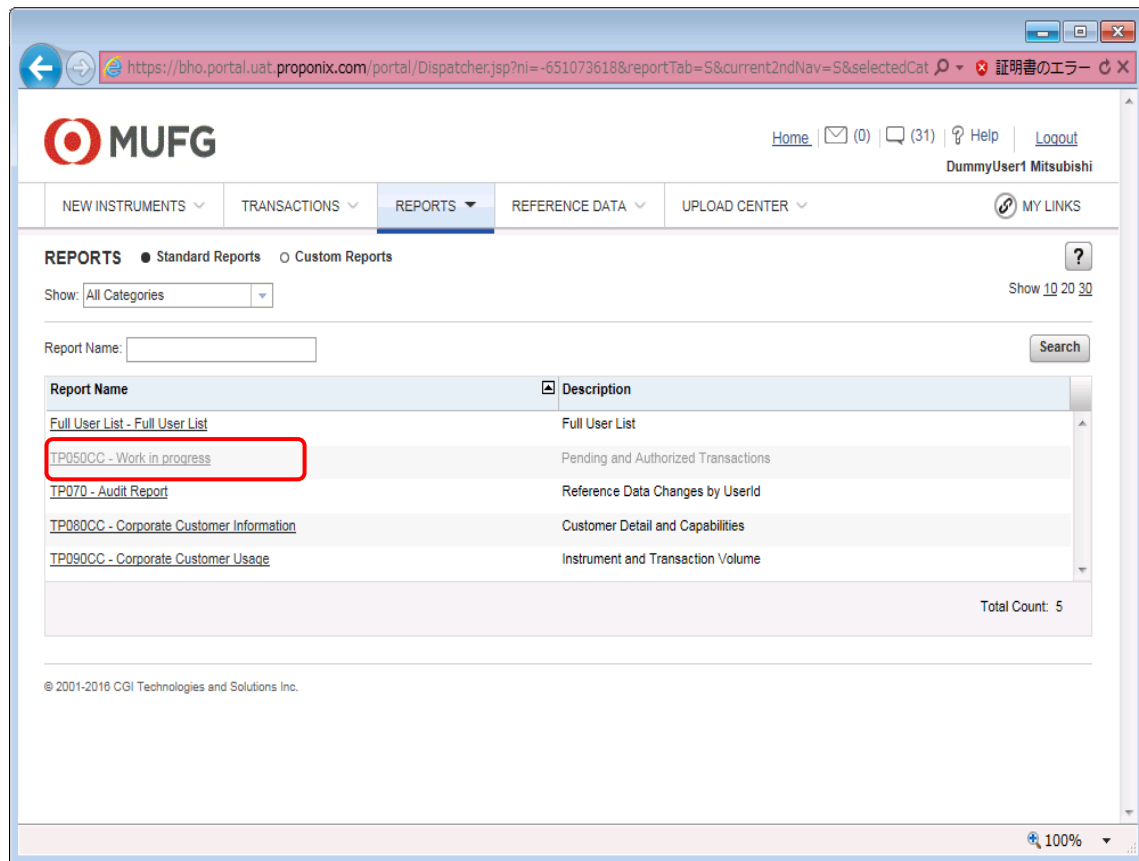
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● Full User List

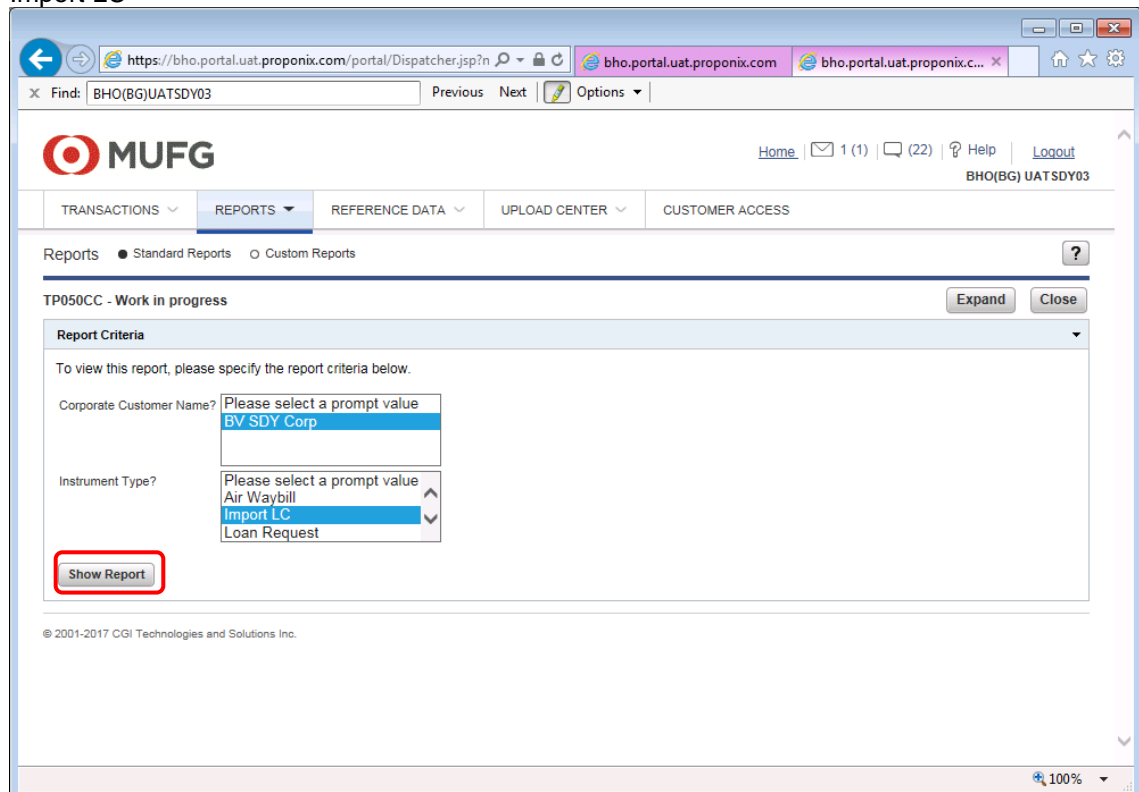


- **TP050CC - Work in progress**

Status of each transaction before the operation of bank is completed



Import LC



https://bho.portal.uat.proponix.com/portal/Dispatcher.jsp

X Find: BHO(BG)UATSDY03

Previous Next Options

TP050CC - Work in progress

Report Criteria

CSV PDF

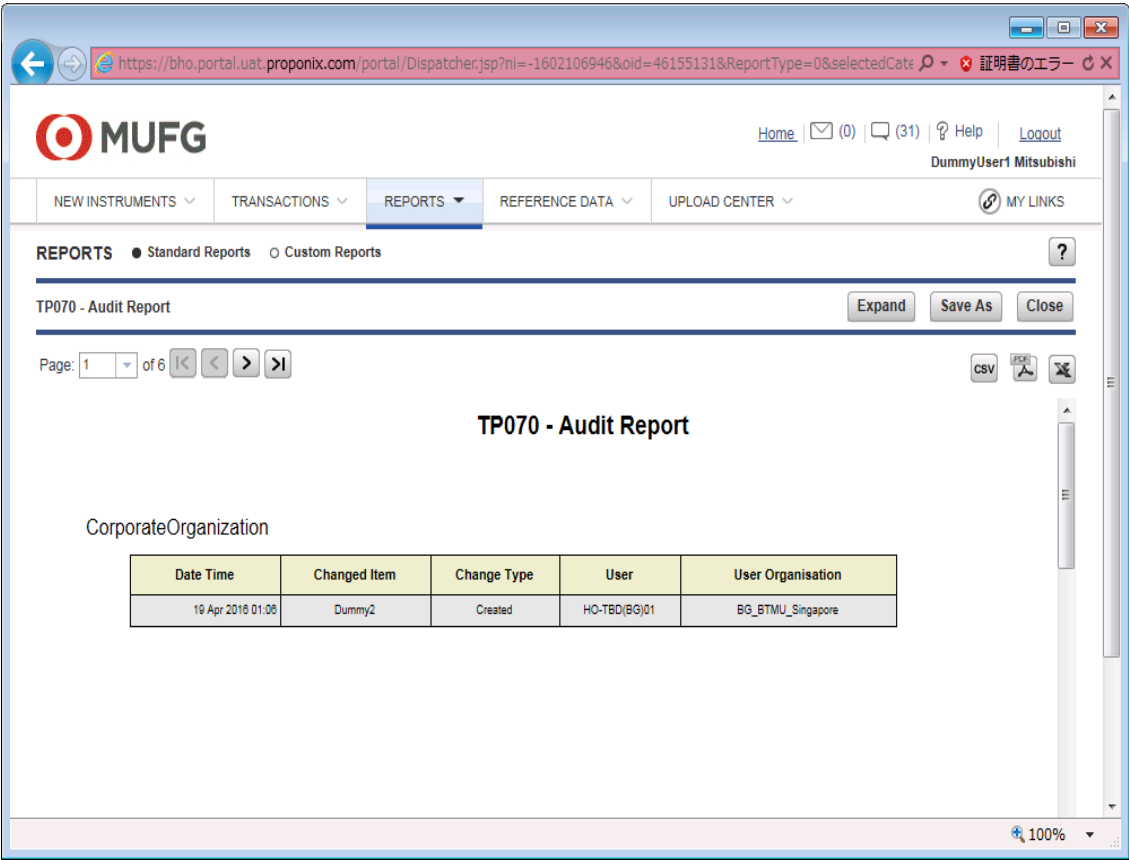
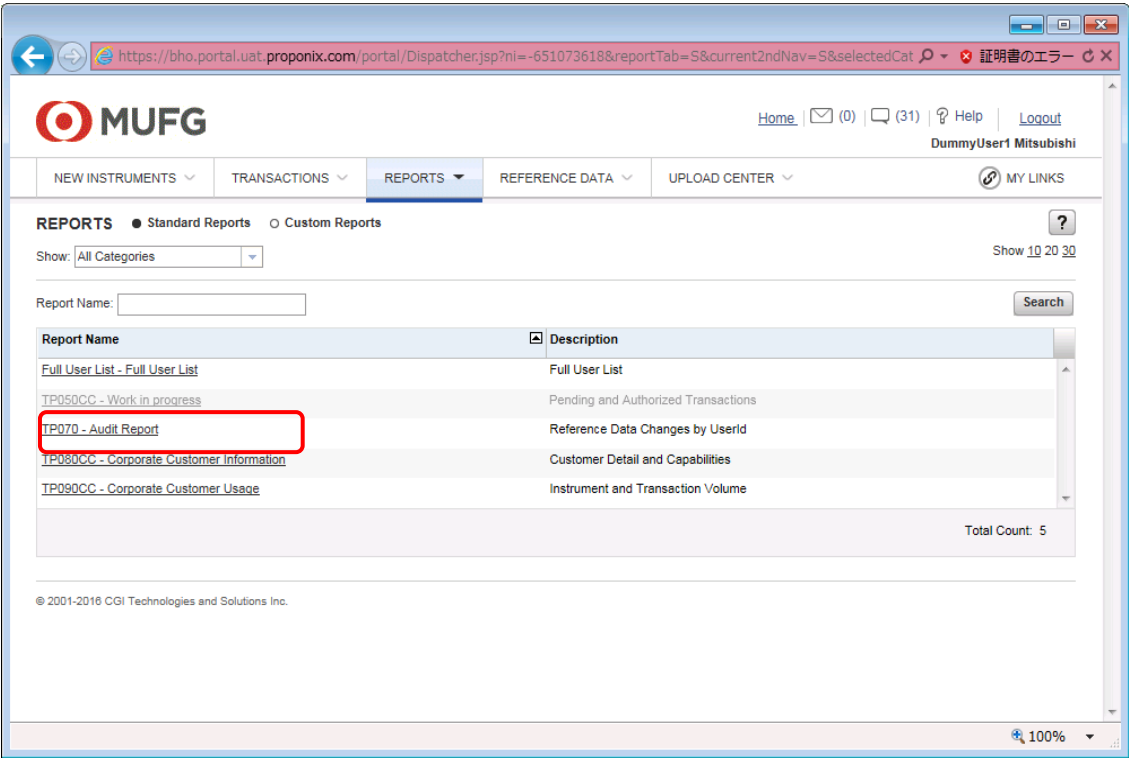
TP050CC - Work in Progress

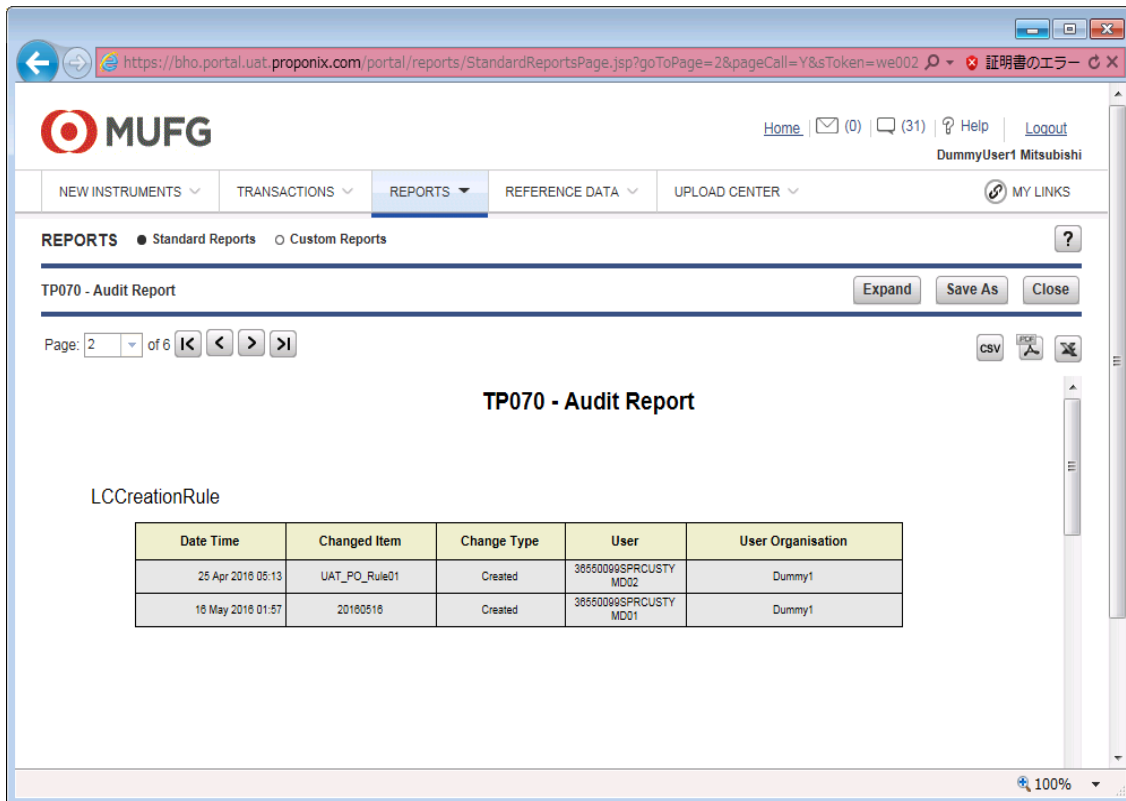
BV SDY Corp

Import LC

Transaction Status Date	Instrument ID	Transaction ID	Ref No.	Party	Transaction Type	Transaction Currency	Transaction Amount	Transaction Status
19 May 2017	M100882Y	217278		UAT JP EXPORTER	Issue	USD	300,000.00	Authorised
19 May 2017	M100883Y	217350		UAT JP EXPORTER	Issue	USD	40,000.00	Returned by Bank
19 May 2017	M100884Y	218225		UAT JP EXPORTER	Issue	USD	40,000.00	Returned by Bank
19 May 2017	M100885Y	218236		UAT JP EXPORTER	Issue	USD	70,000.00	Returned by Bank
19 May 2017	M100886Y	218297		UAT JP EXPORTER	Issue	AUD	60,000.00	Returned by Bank
19 May 2017	M100887Y	218311		UAT JP EXPORTER	Issue	AUD	70,000.00	Returned by Bank
19 May 2017	M100888Y	218355		UAT JP EXPORTER	Issue	AUD	88,000.00	Started
19 May 2017	M100889Y	218378		UAT JP EXPORTER	Issue	SGD	99,900.00	Returned by Bank
19 May 2017	M100890Y	218413		UAT JP EXPORTER	Issue	SGD	10,101.00	Returned by Bank
19 May 2017	M100892Y	218435		UAT JP EXPORTER	Issue	SGD	20,420.00	Returned by Bank
19 May 2017	M100908Y	217075		UAT JP EXPORTER	Issue	USD	300,000.00	Returned by Bank
19 May 2017	M100910Y	218298		UAT JP EXPORTER	Issue	USD	10,000.00	Authorised
19 May 2017	M100911Y	218312		UAT JP EXPORTER	Issue	USD	20,000.00	Authorised
19 May 2017	M100912Y	218328		UAT JP EXPORTER	Issue	USD	30,000.00	Authorised
19 May 2017	M100913Y	218340		UAT JP EXPORTER	Issue	USD	40,000.00	Authorised
19 May 2017	M100918Y	218637		UAT JP EXPORTER	Issue	USD	50,000.00	Authorised
19 May 2017	M100919Y	218649		UAT JP EXPORTER	Issue	USD	60,000.00	Authorised
19 May 2017	M100920Y	218661		UAT JP EXPORTER	Issue	USD	70,000.00	Authorised
19 May 2017	M100921Y	218673		UAT JP EXPORTER	Issue	USD	80,000.00	Authorised

● **TP070 - Audit Report**
Log history of creating/updating/deleting the reference data





https://bho.portal.uat.proponix.com/portal/reports/StandardReportsPage.jsp?goToPage=2&pageCall=Y&sToken=we002 証明書のエラー

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TP070 - Audit Report Expand Save As Close

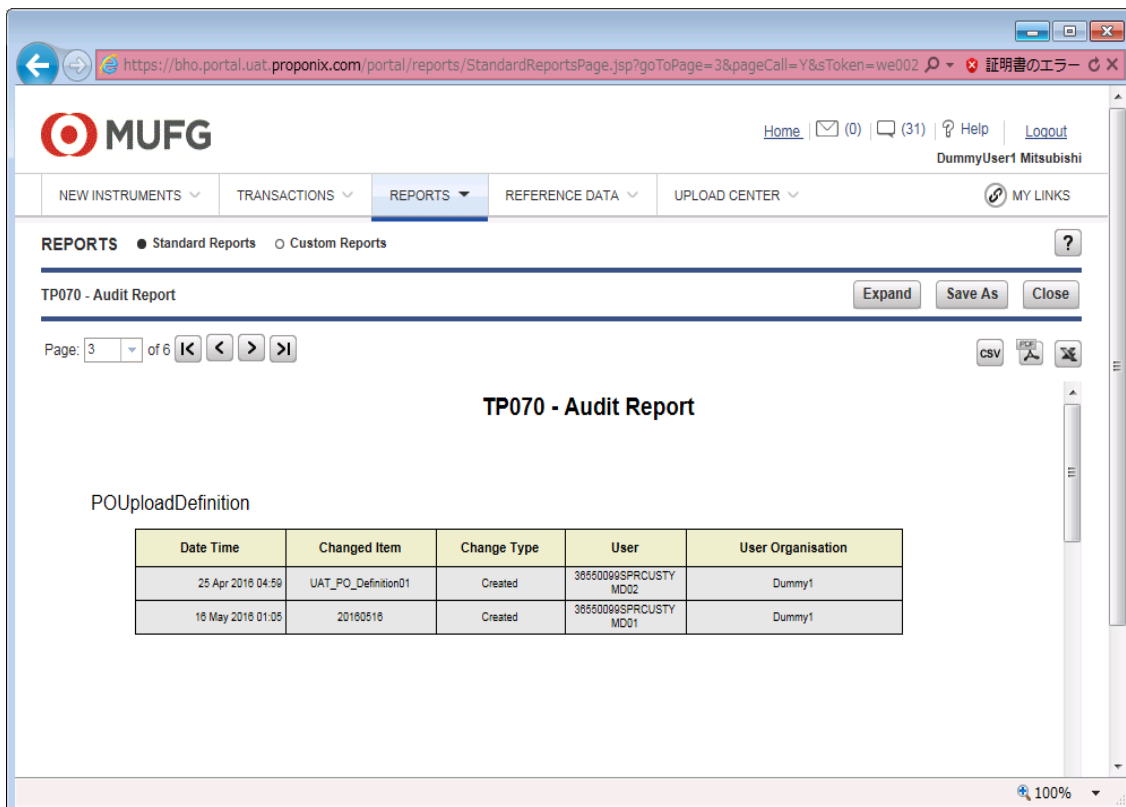
Page: 2 of 6 [First] [Previous] [Next] [Last] CSV PDF

TP070 - Audit Report

LCCreationRule

Date Time	Changed Item	Change Type	User	User Organisation
25 Apr 2016 05:13	UAT_PO_Rule01	Created	38550099SPRCUSTY MD02	Dummy1
16 May 2016 01:57	20160516	Created	38550099SPRCUSTY MD01	Dummy1

100%



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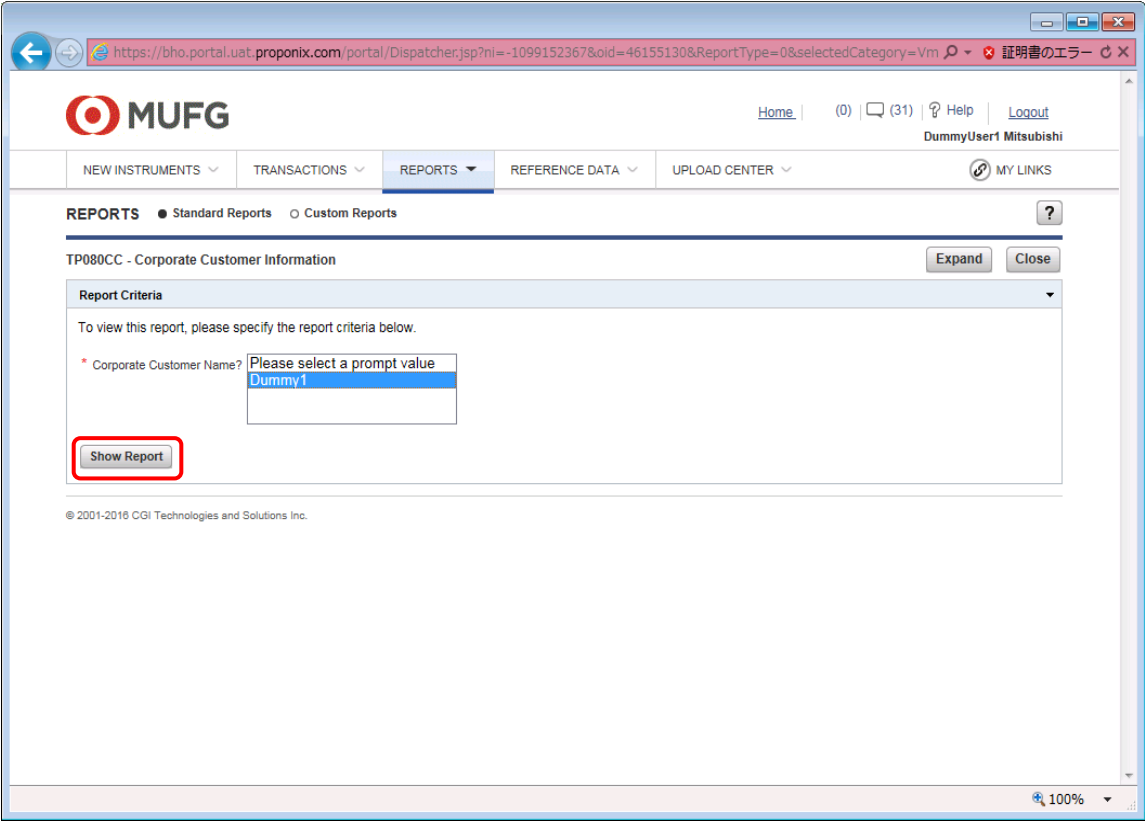
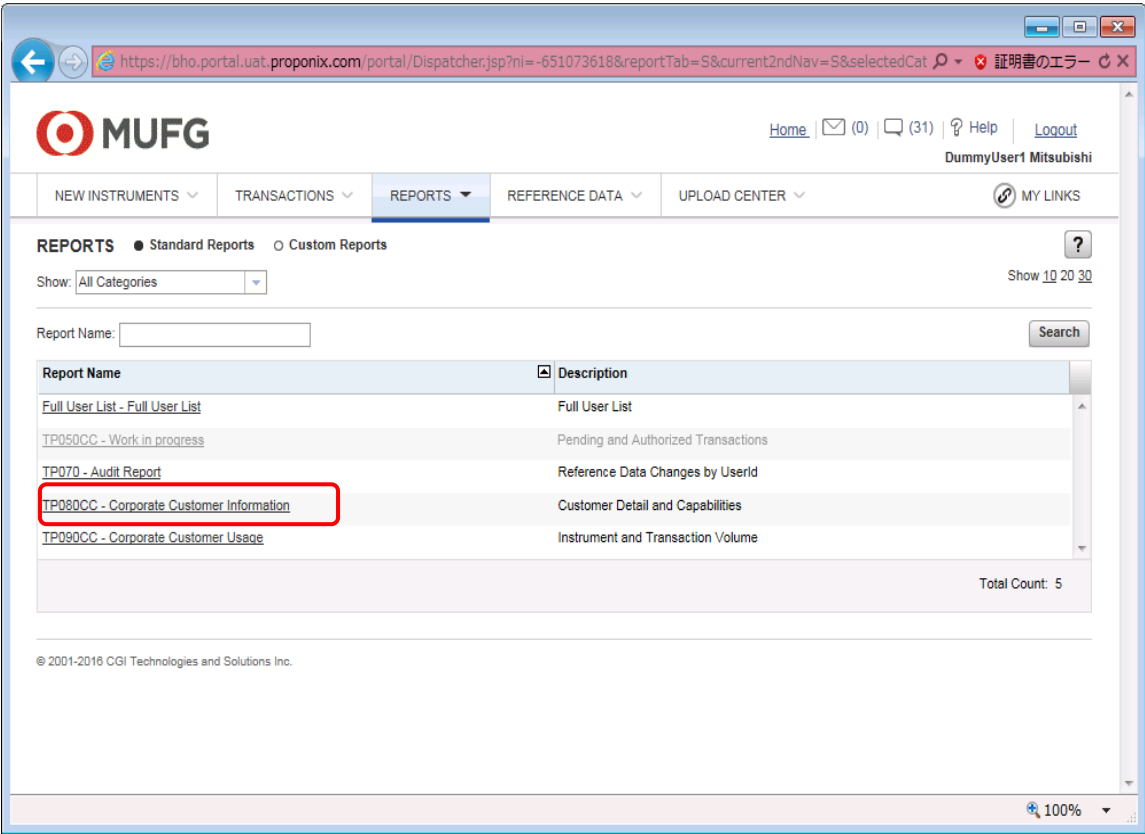
TP070 - Audit Report

POUploadDefinition

Date Time	Changed Item	Change Type	User	User Organisation
25 Apr 2016 04:59	UAT_PO_Definition01	Created	38550099SPRCUSTY MD02	Dummy1
16 May 2016 01:05	20160516	Created	38550099SPRCUSTY MD01	Dummy1

100%

● **TP080CC - Corporate Customer Information**
List of registered Corporate Customer information



TP080CC - Corporate Customer Information

BG_BTUMU_Singapore

Corporate Customer Name	Customer ID	Import LC	Export LC	Standby LC	Guarantees	Shipping Guarantees	Export Collections	Air Waybills	Open Account Payment	Loan Requests	Approve To Pay	Request To Advise	Payment	Transfer Between Accounts
Dummy1	OVS_CIF	Y	N	Y	Y	Y	N	Y	N	Y	N	N	N	N
Count:	1													

- **TP090CC - Corporate Customer Usage**

Statistical information about volumes of transactions submitted via the Trade Manager

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Show: All Categories Show 10 20 30

Report Name: Search

Report Name	Description
Full User List - Full User List	Full User List
TP050CC - Work in progress	Pending and Authorized Transactions
TP070 - Audit Report	Reference Data Changes by Userid
TP080CC - Corporate Customer Information	Customer Detail and Capabilities
TP090CC - Corporate Customer Usage	Instrument and Transaction Volume

Total Count: 5

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