GCMS Plus

CREATION OF FOREIGN REMITTANCE

NOTE:

Classification		
Payment Type	**Beneficiary Bank**	**CCY**
Foreign Remittance	Local Bank in the Philippines (e.g., Security Bank)	JPY and third currencies
	Outside the Philippines (e.g., MUFG Japan, Mizuho Japan)	All other non-PHP currencies

| Cutoff Time		
Payment Type	**CCY**	**Cutoff Time [PHL]**
Foreign Remittance	AUD	D-1
	CHF	11:30
	CNY	D-1
	EUR	11:30
	GBP	11:30
	JPY	10:00
	PHP	14:00
	SGD	11:30
	THB	D-1
	USD	14:00

❑ For Foreign Remittance (*ISO20022*):

➢ In the Beneficiary Information, '*City*' and '*Country*' field is **mandatory**.

➢ In the Beneficiary Bank, the '*SWIFT BIC*' **or** the '*Bank*' information is **required**.
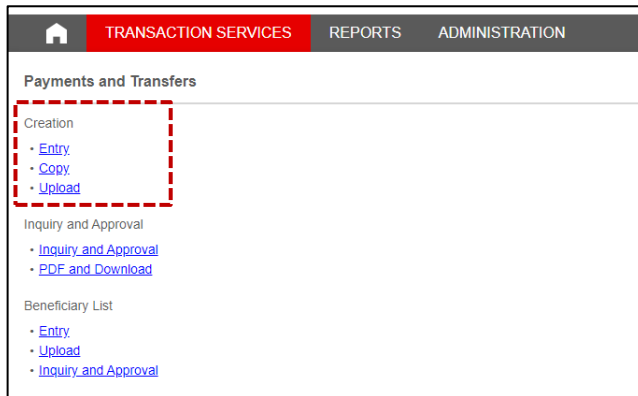
   If both are provided, based on the ISO20022 standard, the '*SWIFT BIC*' should be prioritized.

Step #1: Go to the GCMS Plus page

❑ Upon successful login, click *[GCMS Plus]*
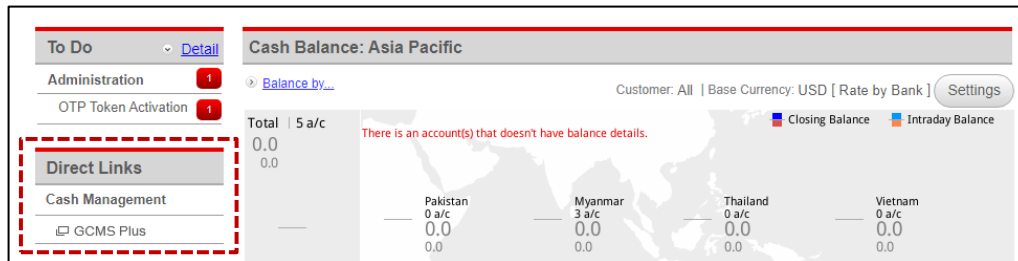
❑ From the TRANSACTION SERVICES Menu, click *[Entry]* under Payments and Transfers – Creation

Step #2: Set the Settlement Account and Payment Type

Creation: Select

STEP1 : **Create**	STEP2 : **Confirm and Complete**
Select Settlement Account & Payment Type and input details	Confirm Input details and complete

*: Mandatory

Settlement Information

Account *	PHP ▮▮▮ Current Account / WWWWWWWWWWWWWWWWWWWWW / Manila Branch ▼
Payment Type *	● Foreign Remittance (ISO20022)
	○ Domestic (Single)
	○ Domestic - PESONet
	○ Book Transfer
	○ Foreign Remittance (Date to become unavailable: 2025.09.15)

Next

❑ Click *[Next]*

Under Settlement Information, set the following:

a.   Account
- ▪ *the account from which the funds will be debited*
  - ➢ *in the drop-down list, the maker-applier should select the appropriate settlement account number.*

b. **Payment Type** *
- ▪ *select 'Foreign Remittance (ISO20022)'*

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Step #3.1: Enter the Transaction Details

*: Mandatory

Transaction Details

Value Date	[_____] 🗓 YYMMDD
Currency *	[_____ ▼]
Amount *	[_____]
Exchange Method *	[Non-Exchange ▼]
	Non-Exchange
	Spot Rate
	Agreed Rate
Forward Contract No.	[_____] [📋 Select]
	[_____] ❓

Under Transaction Details, set the following:

a. **Value Date**
   - *date when the settlement account will be debited*
   - *allows future value date but only up to 20 calendar days in advance.*

b. **Currency ***
   - *currency to be remitted*

c. **Amount ***
   - *up to 14 digits, including the decimal and commas*

d. **Exchange Method ***
   - ***Option 1:*** *Non-Exchange*
     - ➤ *the currency for remittance and settlement are the* *same*
   - ***Option 2:*** *Spot Rate*
     - ➤ *the currencies for settlement and remittance are* *different**, and an exchange contract is* <mark>*not used*</mark>
   - ***Option 3:*** *Agreed Rate*
     - ➤ *the currencies for settlement and remittance are* *different**, and an exchange contract is* <mark style="background-color:#00ff00">*used*</mark>

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Step #3.2: Enter the Transaction Details

Under Transaction Details, set the following:

e. **Purpose of Remittance**
- Contents
  - It is mandatory to input "Contents" field of "Purpose of Remittance" on payment screen. Input details will depend on the nature of payment,
  - To view complete details on the applicable commodity codes, click the ? icon

- ISO Code
  - For MUFG PH Foreign Remittance payments, *leave this field blank* to avoid possible payment delays or rejection.

f. **Bank Charge**
- **Option 1:** Beneficiary
  - *Beneficiary is responsible for paying both the remittance and handling fees charged by the beneficiary Bank*

- **Option 2:** Applicant
  - *Applicant is responsible for paying both the remittance and handling fees charged by the beneficiary Bank*

- **Option 3:** Share
  - *Applicant is responsible for paying the remittance fee, **while** the Beneficiary is responsible for paying the handling fee from the beneficiary Bank*

g. **Charge Account**
- *account from which the applicable charges will be debited*
- *if the same as Settlement Account, please leave this portion blank*

Note: Applicable commodity/purpose code details can be populated depending on the nature of payment.

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Step #4: Enter the Beneficiary Information

Under Beneficiary Information, set the following:

a. **Name** *
- *up to 140 alphanumeric characters*

b. **Postal Address**
- *Address / Street Name*
  - *up to 70 alphanumeric characters*

- *City / Town Name* *
  - *up to 35 alphanumeric characters*

- *Country* *
  - *select the country from the pull-down menu*

c. **Account No.** *
- *up to 34 alphanumeric characters*

Step #5: Enter the Beneficiary Bank Information

Specify the SWIFT BIC **or** the Bank:

a. SWIFT BIC
- *to choose from the listed codes, click [Select]*

b. Bank
- *Bank Name*
  - *up to 140 alphanumeric characters.*
  - *specify the branch name as necessary*

- *Address / Street Name*
  - *up to 70 alphanumeric characters*

- *City / Town Name*
  - *up to 35 alphanumeric characters*

- *Country*
  - *select the country from the pull-down menu*

Step #6: Enter the Intermediary Beneficiary Information *(as needed)*

Step #7: Enter the Notification Details *(as needed)*

Notification Details

Message

Message to Beneficiary	
Instruction for Debtor Agent	

Beneficiary Advice

Beneficiary e-mail Address	
	- Separate e-mail addresses with ; - Up to 2 e-mail addresses
Contents	

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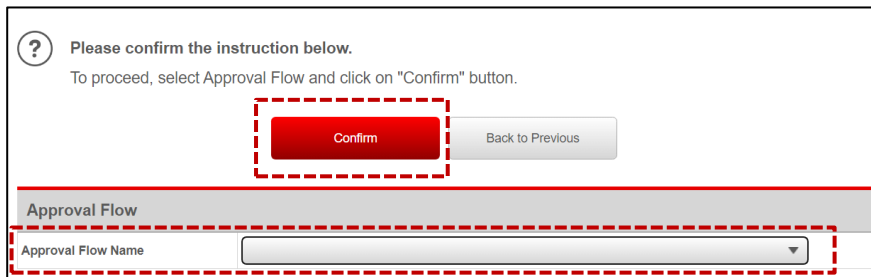
Step #8: Confirm Input Details and Complete

❑ Once all entry is done, click *[Apply]*

Internal Comments (Information below will not be included in this payment instruction)	
Applier's Comments	
Approver's Comments	

Apply   **Save as Draft**   Back to Previous   Cancel

❑ From the pull-down menu, select the *applicable [Approval Flow Name]*

? **Please confirm the instruction below.**
To proceed, select Approval Flow and click on "Confirm" button.

Confirm   Back to Previous

Approval Flow

Approval Flow Name	

❑ To complete the application of payment instruction, click *[Confirm]*

❑ After confirming the payment instruction, the status should be '**Applied**' and it will be queued for approval.

Should you have any concerns, feel free to contact the Transaction Banking helpdesk at +632 8886 7371 local 8051-8073 or email us at cmsph_support@ph.mufg.jp

END OF GCMS PLUS CREATION OF FOREIGN REMITTANCE

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