



Date: 06Feb2018

IDPMS Application User Manual for Bank Users

Document Id: RBI-IDPMS User
Manual.doc



Table of Contents

1. INTRODUCTION	7
1.1 Purpose of the Document	7
1.2 Overview of the Document	7
1.3 Definitions and Acronyms	7
1.4 Objectives of the Document	8
1.5 Scope and Boundaries of the system	8
2. COMMON CONVENTIONS	10
2.1 Menu	10
2.1.1 Authorize Dealer User	10
2.2 Menu Navigation	10
2.3 Common User Interface Fields	11
3. COMMON TASKS AND DEFAULT VALUES	12
3.1 USER LOGIN	12
3.1.1 Performing Login	12
3.1.2 Changing your Password	13
3.1.3 Retrieving a Lost or Forgotten Password	14
3.1.4 Unblocking your user account	14
3.2 User Dashboard	15
3.2.1 AD USER DASHBOARD	15
3.3 Usage Guidelines	15
4. Manual Bill of Entry Form	16
4.1. Description	16
4.2 Screenshot	16
4.3 Field Description	17
4.4 Screen Information	19
4.5 Performing Different Operation	19
5. BOE Settlement	20
5.1. Description	20
5.2 Screenshot	20
5.3 Field Description	23
5.4 Screen Information	24
5.5 Performing Different Operation	25



6. BOE Closure.....	26
6.1. Description.....	26
6.2 Screenshot.....	26
6.3 Field Description.....	29
6.4 Screen Information.....	30
6.5 Performing Different Operation.....	30
7. BOE Extension.....	32
7.1. Description.....	32
7.2 Screenshot.....	32
7.3 Field Description.....	34
7.4 Screen Information.....	34
7.5 Performing Different Operation.....	34
8. Import Data Download.....	35
8.1. Description.....	35
8.2 Screenshot.....	35
8.3 Field Description.....	36
8.4 Screen Information.....	36
8.5 Performing Different Operation.....	36
9. Search Import Data Details.....	38
9.1. Description.....	38
9.2 Screenshot.....	38
9.3 Field Description.....	39
9.4 Screen Information.....	39
9.5 Performing Different Operation.....	39
10. ORM Master.....	40
10.1. Description.....	40
10.2. Screenshot of ORM Master.....	40
10.3 Field Description.....	42
10.4 Screen Information.....	43
10.5 Performing Different Operation.....	43
11. ORM Closure.....	45



11.1. Description	45
11.2 Screenshot	45
11.3 Field Description	46
11.4 Screen Information	47
11.5 Performing Different Operation	47
12. Search Outward Remittance Details.....	49
12.1. Description	49
12.2 Screenshot	49
12.3 Field Description	50
12.4 Screen Information	50
12.5 Performing Different Operation	51
13 Import Upload	52
13.1 Usage guidelines	52
13.2 Screenshot	52
13.2.1 Screenshot OF BOE Upload.....	52
13.3 Performing different operations	52
13.4 Manual BOE Upload File Format.....	53
13.4.1 From Bank to RBI	53
13.4.2 Sample CSV File	56
13.4.3 Manual BOE Acknowledgement	57
13.5 BOE Settlement Upload File Format	60
13.5.1 BOE Settlement Reporting Format	60
13.5.2 Sample XML File	63
13.5.3 BOE Settlement Acknowledgement.....	64
13.6 BOE Closure Upload File Format.....	66
13.6.1 BOE Closure Reporting Format	67
13.6.2 Sample XML File	70
13.6.3 BOE Closure Acknowledgement	70
13.7 BOE Extension Upload File Format	73
13.7.1 BOE Extension Reporting Format.....	73
13.7.2 Sample XML File	74
13.7.3 BOE Extension Acknowledgement Format	74
13.8 Outward Remittance against Import	76



13.8.1 Outward Remittance against Import File Format.....	76
13.8.2 Sample XML File	78
13.8.3 ORM Upload Acknowledgement Format.....	78
13.9 Outward Remittance Closure.....	80
13.9.1 Outward Remittance Closure File Format	80
13.9.2 Sample XML File	82
13.9.3 ORM Closure Upload Acknowledgement Format.....	82
13.10 Import Missing Bill Details	84
13.10.1 Screen shot Import Missing Bill Details	84
13.10.2 Sample CSV File	85
13.10.3 Screenshot to download Acknowledgment XML File.....	85
14. Import Reports.....	87
14.1.1 Reports Description	87
14.1.2 AD Importer Wise Report	91
14.1.2.1 Field Description	91
14.1.2.2 Screen Information	92
14.1.3 BOE Settlement Report.....	92
15.1.3.1 Field Description	92
14.1.3.2 Screen Information	92
14.1.4 BOE CLOSURE Report.....	92
15.1.4.1 Field Description	92
14.1.4.2 Screen Information	92
14.1.5 BOE Extension Report	93
14.1.5.1 Field Description	93
14.1.5.2 Screen Information	93
14.1.6 Outward Remittance Utilized Report	93
14.1.6.1 Field Description	93
14.1.6.2 Screen Information	93
14.1.7 ORM Closure Report	94
14.1.7.1 Field Description	94
14.1.7.2 Screen Information	94
14.1.8 Bills to be Tracked Report.....	94
14.1.8.1 Field Description	94



14.1.8.2 Screen Information	94
14.1.9 ORM Bankwise Status Report	94
14.1.9.1 Field Description	94
14.1.9.2 Screen Information	95
14.1.10 Import SLA Report.....	95
14.1.10.1 Field Description	95
14.1.10.2 Screen Information	95
14.2 Performing Different Operation	96



1. INTRODUCTION

Import Data Processing and Management System (IDPMS) helps RBI to manage and maintain the import data proceeds against the goods imported from various regions.

Authorized Dealer (AD) collects and consolidates the outstanding import bill details of the import agencies (Customs and SEZ). RBI will provide the import data in the IDPMS system against which the AD User will give their response. RBI will create a dedicated account(s) for each bank through which the response will be obtained from them.

The IDPMS application also has the provision for the AD User to download and upload their import data in XML file format. RBI will provide the import data in a single XML file; however, the response needs to be uploaded back in four XML files each pertaining to Manual Bill of Entry, BOE Settlement, BOE Closure and BOE Extension.

1.1 Purpose of the Document

The purpose of this document is to specify each requirement of the system in detail, while helping the client to obtain a better understanding of the project. This document is intended for both the stakeholders and the developers of the system and will be proposed to **Foreign Exchange Department, Trade Division, Reserve Bank of India** for its approval.

1.2 Overview of the Document

The document starts with the objectives, scope and boundary of the system. Then it gives an elaborate account on the requirements of the proposed system in the form of a running list of requirements where each requirement is identified with a unique requirement code.

1.3 Definitions and Acronyms

SR#	Term / Abbreviation	Description
1.	AD	Authorized Dealer i.e. Authorized Bank Branch
2.	IDPMS	Import Data Processing and Management System
3.	RBI	Reserve Bank of India
4.	SEZ	Special Economic Zone
5.	URL	Uniform Resource Locator
6.	XML	Extensible Markup Language
7.	EDI	Electronic Data Interchange
8.	FTP	File transfer Protocol
9.	SFTP	Secure File Transfer Protocol



1.4 Objectives of the Document

The objectives of the Import Data Processing and Monitoring System are as follows:

- To ensure that each Import shipment has entered the banking channel in India.
- To process and monitor the huge volume of Import records created every year.
- To help RBI analyze Import records by generating customized reports.
- To replace the existing architecture of data flow in respect of Imports with newly designed IDPMS system.
- To automate the data receiving /processing/ maintaining of Import data received from Customs /SEZs in a secure manner.
- To organize Import data received by RBI from all channels AD bank-wise and to push the data on selected items/fields, relevant for Import follow-up purposes, to the Nodal Offices of the AD banks from the Dedicated RBI Server.
- To provide for reporting of serious cases of default including forwarding to the Customs & DoE for necessary action, if any.

1.5 Scope and Boundaries of the system

The scope of this system is to cover the following functionalities

- Option for Bank to maintain Import declaration data of Manual Ports.
- AD Category Bank (Manual Port Entry) should use screen / upload functionalities designed in the system to capture the Import records of various Import agencies.
- Process Import Declaration file into RBI System.
- Share Import Declaration data with AD's based on Bill of Entry and zonal AD Code.
- Dashboard for AD User to provide high level overall details.
- Option for AD's to update/upload Bill of Entry Receipt information and to update their realization details.
- Option for AD's to update/upload Outward Remittance details.
- Option for AD's to update/upload Bill of Entry Extension details.



-
- Option for AD's to update/upload Outward Remittance Adjustment and closure details.
 - Option for AD's to update/upload Bill of Entry Adjustment and closure details.
 - Option for AD Bank to report
 - Option for RBI to generate various reports and share it with respective Import agencies.



2. COMMON CONVENTIONS

2.1 Menu

The access to different menu options depends on the type of the user logging in.

2.1.1 Authorize Dealer User

After successful login, Authorize Dealer User can navigate through the menu by using the mouse.

2.1.1.1 Screen shot – Login

2.2 Menu Navigation

AD User can click the various links provided in the application using their mouse to navigate to their desired screen.

To logout from the application, user needs to click on Logout link provided at the top right corner of the application.



2.3 Common User Interface Fields

- Buttons
- Links
- Error Messages
- Pop ups
- List box
- Check box
- Radio Button
- Date Selector
- Pagination

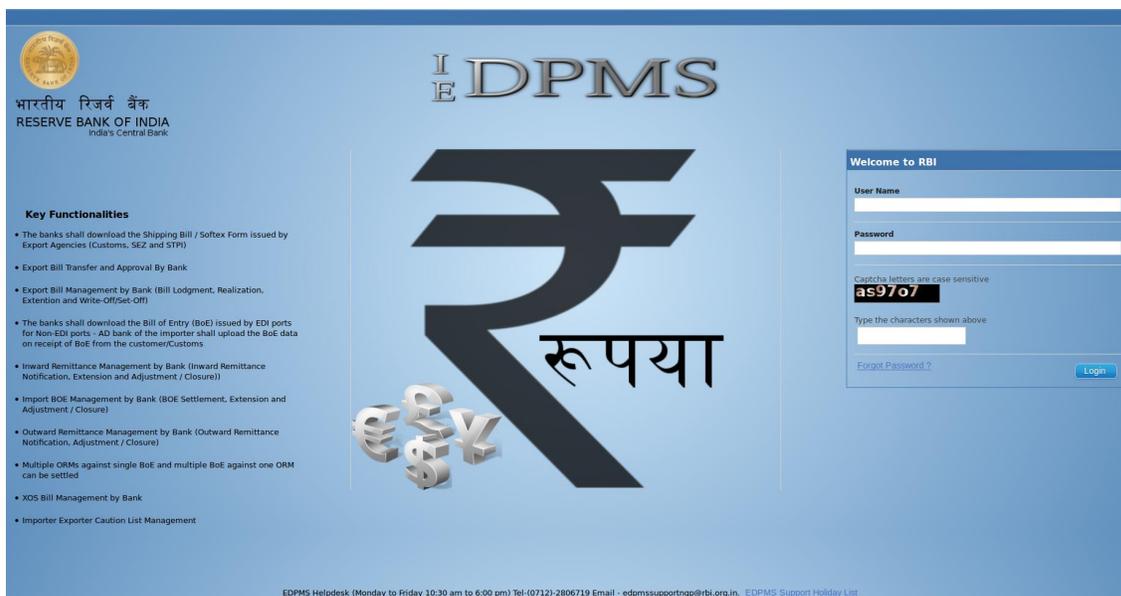
3. COMMON TASKS AND DEFAULT VALUES

3.1 USER LOGIN

AD User will be asked to provide their user credentials (User name & Password). After validating the credentials, the user will be allowed to access the AD module as per the role.

3.1.1 Performing Login

The Login page is the first screen you are presented with. The URL (address) of this page is always fixed. The Login page displays as follows:



Key Functionalities

- The banks shall download the Shipping Bill / Softex Form issued by Export Agencies (Customs, SEZ and STPI)
- Export Bill Transfer and Approval By Bank
- Export Bill Management by Bank (Bill Lodgment, Realization, Extension and Write-Off/Set-Off)
- The banks shall download the Bill of Entry (BoE) issued by EDI ports for Non-EDI ports - AD bank of the importer shall upload the BoE data on receipt of BoE from the customer/customers.
- Inward Remittance Management by Bank (Inward Remittance Notification, Extension and Adjustment / Closure)
- Import BoE Management by Bank (BoE Settlement, Extension and Adjustment / Closure)
- Outward Remittance Management by Bank (Outward Remittance Notification, Adjustment / Closure)
- Multiple ORMs against single BoE and multiple BoE against one ORM can be settled
- XOS Bill Management by Bank
- Importer Exporter Caution List Management

EDPMS Helpdesk (Monday to Friday 10:30 am to 6:00 pm) Tel: (0712)-2806719 Email - edpmssupportngp@rbi.org.in. EDPMS Support Holiday List

3.1.1.1 Screen shot - Login

Enter your user name and password in the provided fields and click on the 'Login' button. The application will verify your user name and password, and if they match, you will be successfully logged in and taken to the dashboard. If you enter wrong User ID or Password then the appropriate user message e.g., "Invalid User name/Password" will be displayed and your login will be unsuccessful.

Note:

If you are unsure about your User name and/or Password, do not attempt to login to the application. If you have forgotten your User Id, contact your Administrator(s) and request them to release the information through the appropriate channel. If you have forgotten your Password but remember your User Id, you can use the 'Forgot Password' link and retrieve the Password yourself. After successful login, you will see your dashboard.

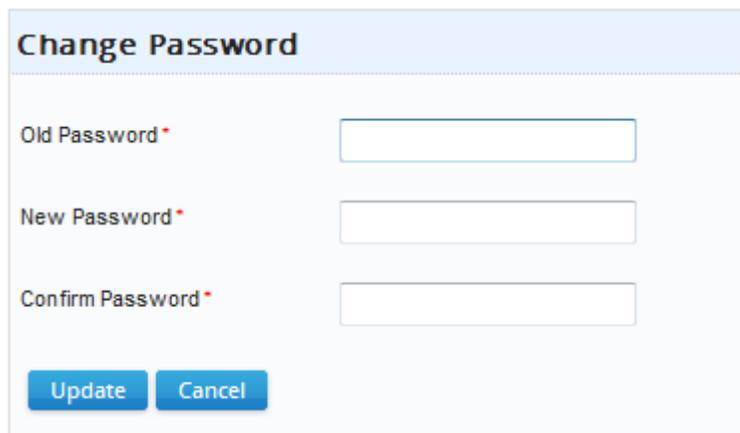
Security Features

The IDPMS application is designed to detect and prevent malicious person(s) from guessing your user id or hacking your password. The application complies with RBI guidelines on how passwords are defined, stored and transmitted. To implement these measures, the application has the following security features:

1. Contain both upper and lower case characters (e.g. a-z, A-Z)
2. Have digits and punctuation characters as well as letters e.g., 0-9!
@#%\$%^&*()_[]{}:"'<>?/
3. The minimum password length is of 8 characters and maximum 10
4. The password is case sensitive
5. The password will expire once in 30 days and on first logon
6. The user name will be blocked after 3 unsuccessful login attempts. If required, the administrator will be able to unlock the user / reset the user's password

3.1.2 Changing your Password

Click the 'Change Password' link to choose a new password. The change password screen appears,



The screenshot shows a web form titled "Change Password". It contains three input fields: "Old Password *", "New Password *", and "Confirm Password *". Below the input fields are two buttons: "Update" and "Cancel".

3.1.2.1 Screen shot – Change Password

Enter your Old Password, your New Password and re-enter your new password in Confirm password and then click Update. Your new password will become active. You can then return to the login page and login with your new password.

3.1.3 Retrieving a Lost or Forgotten Password

In case, you forgot your password, you can click the 'Forgot Password' link in the Login page. Enter your username and your email address and click continue. The application will immediately send an email message containing your password on the email server.



3.1.3.1 Screen shot – Forgot Password

You will usually receive the email within minutes.

3.1.4 Unblocking your user account

In-case the unsuccessful attempts to login into the application exceeds RBI guidelines, the user will be blocked to login into the system. You may contact the system administrator to unblock your password. Once the user account is unblocked you may login into the application. Enter your user name and the default password.



3.1.4.1 Screen shot – Change Password

After your first-time login, the application will itself prompt you to choose a new password, by presenting the 'Change Password' screen automatically. Unless you choose a new password, the application will not allow you to proceed. Once you change your password, you will be redirected to the login page. You may precede logging with your user name and your new password. After successful login, you will be directed to the dashboard.



3.2 User Dashboard

3.2.1 AD USER DASHBOARD

AD user Dashboard will consist of following items based on AD Codes associated to Bank

- 1) Bill of Entry Details
 - Number of Associated Bill of Entry
 - BOE Pending Payment
 - BOE with Partial Payments
 - BOE Completed

- 2) Outward Remittance Details
 - Total number of Outward Remittance reported by bank
 - Number of Outward Remittance Pending Utilization
 - Number of Outward Remittance Partially Utilized Utilization
 - Number of Outward Remittance Fully Utilized

3.3 Usage Guidelines

After the successful login to the IDPMS application, user will be directed to his/her respective Dashboard. The dashboard will contain various import details pertaining to his/her bank. The record count of each category will be displayed in its respective sections. User can click on the number (i.e. record count) to view the list of the records in that category.



4. Manual Bill of Entry Form

4.1. Description

Manually a bill can enter/upload by the bank and the detail is saved to the IDPMS system.

A Bill of Entry can have multiple invoices which will be associated and identified based on Unique Invoice Serial Number. Existing Bills can be viewed and cancelled.

4.2 Screenshot

The screenshot displays the 'Manual Bill of Entry Form' interface. At the top, there is a navigation bar with the Reserve Bank of India logo and the text 'भारतीय रिज़र्व बैंक Reserve Bank of India India's Central Bank'. The navigation bar includes links for 'Home', 'Logged in as aduser', 'Logout', 'Change Password', 'ENGLISH', and 'Help'. Below the navigation bar, there are several menu items: 'USER PROFILE', 'MASTER SETUP', 'SCHEDULER', 'BILL MANAGEMENT', 'REMITTANCE MANAGEMENT', 'UPLOAD RESPONSE', 'NOTIFICATION', 'REPORTS', and 'IMPORTREPORTS'. The main form area is titled 'Manual Bill of Entry Form' and has buttons for 'Save', 'Cancel BOE', and 'List'. The form is divided into two main sections: 'General Information' and 'Details of Import Value'. The 'General Information' section includes fields for 'Import Agency' (set to 'CUSTOMS'), 'Bill of Entry No', 'Bill of Entry Date', 'Nature Of Cargo' (with a 'Select' dropdown), 'AD Code', 'IE Code', 'IE Name', 'IE Address', 'IE PanNumber', 'Port Of Discharge', 'Shipment Port', 'MAWB-MBLNumber', 'MAWB-MBLDate', 'HAWB-HBLNumber', 'HAWB-HBLDate', 'IGM No', and 'IGM Date'. The 'Details of Import Value' section includes fields for 'Invoice Serial No', 'Invoice Term' (with a 'Select' dropdown), 'Invoice Number', 'Supplier Name', 'Supplier Address', 'Supplier Country', 'Seller Name', 'Seller Address', 'Seller Country', 'Third Party Name', 'Third Party Address', and 'Third Party Country'. Below these fields is a table with three columns: 'Particulars', 'Currency Code', and 'Amount in FC'. The table has rows for 'Invoice value', 'Freight value', 'Insurance value', 'Commission', 'Discount', and 'Miscellaneous Charges'. Each row has input fields for the 'Currency Code' and 'Amount in FC' columns, and a small blue icon (possibly a refresh or save icon) between the columns.

4.2.1 Screenshot of Manual BOE Form



4.3 Field Description

Field Name	Field Description
Import Agency	Import Agency declared against Bill of Entry (Customs, SEZ,BOE_WAIVER)
Bill of Entry Number	Bill of Entry Number
Bill of Entry Date	Bill of Entry Date
Nature of Cargo	Bill of Entry for Govt or Private Firm (Non-Government, Government)
AD Code	Authorised Dealer Code
IE Code	Importer Exporter Code
IE Name	Importer Exporter Name
IE Address	Importer Exporter Address
IE PAN	Importer Exporter PAN Number
Port of Discharge	Port code where Bill of Entry is Discharged
Shipment port	Port of Shipment
MAWB-MBL Number	Master airway bill number/ Master bill of lading number
MAWB-MBL Date	Master airway bill Date/ Master bill of lading Date
HAWB-HBL Number	House airway bill number/ House bill of lading number
HAWB-HBL Date	House airway bill Date/ House bill of lading Date



IGM Number	IGM Number provided in customs document
IGM Date	IGM Date provided in customs document
Invoice Serial No	Invoice Serial No Note: It should be unique for a BOE such as serial no 1,2,3.....
Invoice terms	Invoice Terms CIF,CI,CF,FOB,Others
Invoice Number	Invoice Number available with bill of entry
Supplier Name	Name of supplier
Supplier Address	Address of Supplier
Supplier Country	Country Name of supplier
Seller Name	Name of seller
Seller Address	Address of seller
Seller Country	Country Name of seller
Third Party Name	Name of Third Party
Third Party Address	Address of Third Party
Third Party Country	Country Name of Third Party
Invoice Amount	Invoice Amount
Invoice Currency	Declared invoice Currency
Freight Amount	Freight Amount



Insurance Amount	Insurance Amount
Insurance Currency	Currency code for Insurance
Discount Amount	Discount charges
Discount Currency	Discount Currency
Miscellaneous charges	Miscellaneous charges
Miscellaneous Currency	Miscellaneous Currency

4.4 Screen Information

Menu : BILL MANAGEMENT

Screen: MANUAL BOE FORM

4.5 Performing Different Operation

1. Search

You can select the various parameters available in the screen and click on the  'Search' button to perform the search operation

2. Save

As the necessary fields are populated in Manual BOE Form, the user can save the records to RBI.

3. Cancel

This option allows the user to cancel a Bill of Entry already saved to RBI. This helps to cancel the Bill of Entry records by a single click.

4. List

This option allows the user to List a Bill of Entry associated to the respective banks.

5. Add or Update

This option allows the user to Add or Update the Details of the Bill of Entry at the invoice level.



5. BOE Settlement

5.1. Description

The Bill of Entry settlement will be proceeded against Outward Remittances. The bank has an option to view the bills of various status such as 'Pending payment', 'Partial Payment' and 'Completed'. It also provides the option to view the various Settlements made to the single/ multiple bills. The Bills will be marked to the bank which has done the last payment for further Tracking. The settlement towards the Bill of Entry will be reported at invoice level.

5.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen and click on the 'Search' button to list out the bills associated with the particular AD bank.

Note: If specific BOE Number is given under search, it will list the BOE details even it is associated with the other bank.

BOE Settlement

From Date * 01/01/2016 To Date * 10/11/2016 Import Agency Select Port Of Loading AD Code IE Code BOE Number** 0000550

Status Select Search

**To search other Bank Bills BOE Number is mandatory

BOE Number	BOE Date	Port Of Discharge	BOE Adcode	BOE IE Code	BOE Status	View Settlement Details	Cancel Payment
<u>0000550</u>	13/07/2016	INCJN6	0180035	3805000391	PENDING_PAYMENT		Cancel Payment

(1 of 1) << >>

5.2.1 Screenshot of BOE Settlement with a BOE Number

To view the details of the BOE number click on the underlined BOE number as shown below in the screenshot



BOE Number
0000550

Bill of Entry Detail ← Back

BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ
Status PENDING_PAYMENT						

Invoice Serial No	Invoice Number	Invoice currency	Invoice value	Freight currency	Freight value	Insurance currency	Insurance value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PENDING_PAYMENT		

(1 of 1) 1 5

5.2.2 Screenshot of BOE Detail

To Add a Settlement for the respective BOE number click on 'Action' icon as shown below in the screenshot. To view the location of the 'Action' icon, kindly refer to the previous screenshot 5.2.2.

Action

Bill of Entry Detail ← Back

BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ
Status	Invoice Serial No	Invoice Number	Invoice Term			
PENDING_PAYMENT	3544475	90260379	FOB			

Add Payment Cancel Save

Realized Currency Code ORM Number * Remittance AdCode Close Of Bill Indicator Payment Ref Number * Change IE Code Third Party *

Particulars	Invoice Currency	Invoice Amount	Paid Amount	Pending Amount	Realized Amount *	Equivalent Invoice Amount *
Invoice Value	USD	44590.56	0	44590.56	<input type="text"/>	<input type="text"/>

Invoice Serial No	Invoice Number	Invoice currency	Invoice value	Freight currency	Freight value	Insurance currency	Insurance value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PENDING_PAYMENT		

(1 of 1) 1 5

5.2.3 Screenshot of Viewing the payment to BOE Detail

Adding the payment to the BOE and saving the BOE detail as shown below in the screenshot. The Status of the BOE will change from 'Pending Payment' to 'Partially paid'



Bill of Entry Detail ← Back

BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ
Status	Invoice Serial No	Invoice Number	Invoice Term			
PENDING_PAYMENT	3544475	90260379	FOB			

Add Payment Cancel Save

Realized Currency Code	ORM Number *	Remittance AdCode	Close Of Bill Indicator	Payment Ref Number *	Change IE Code	Third Party *
USD	TESTORM	0180001	<input type="checkbox"/>	1001		Yes
Particulars	Invoice Currency	Invoice Amount	Paid Amount	Pending Amount	Realized Amount *	Equivalent Invoice Amount *
Invoice Value	USD	44590.56	0	44590.56	50	50

Invoice Serial No	Invoice Number	Invoice currency	Invoice value	Freight currency	Freight value	Insurance currency	Insurance value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PENDING_PAYMENT		

(1 of 1) 1 5

5.2.4 Screenshot of Viewing the payment to BOE Detail

On saving the payment made to BOE, Settlement have to be saved as shown below in the screenshot.

Settlement saved successfully.

Bill of Entry Detail ← Back

BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ
Status						
PARTIALLY_PAID						

Invoice Serial No	Invoice Number	Invoice currency	Invoice value	Freight currency	Freight value	Insurance currency	Insurance value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PARTIALLY_PAID		

(1 of 1) 1 5

5.2.5 Screenshot of Viewing the payment to BOE Detail

To view the Settlement details of the BOE number click on 'View Settlement Details' icon as shown below in the screenshot. To view the location of View Settlement Details icon, refer the screenshot 5.2.1.

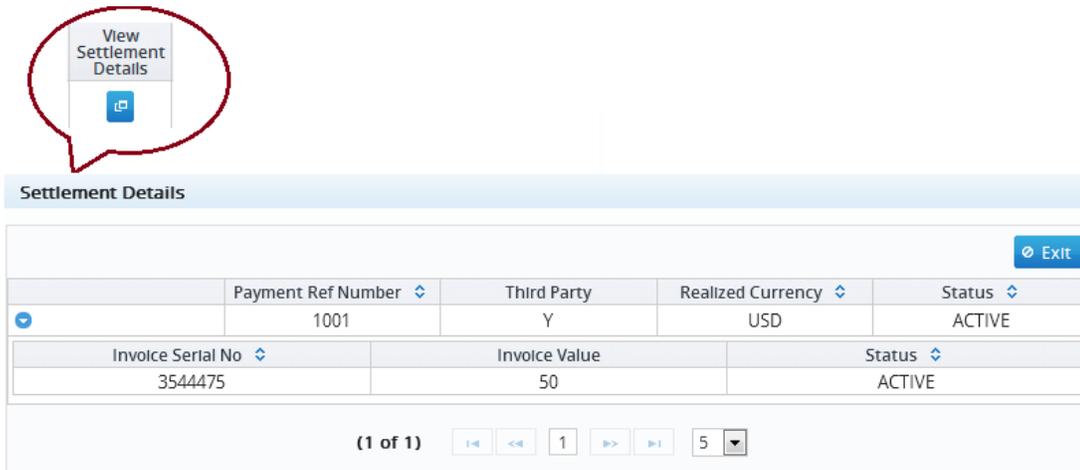
Note: As show the in the Screenshot 5.2.4, invoice full amount is settled. But the status of the Bill will remain 'Partially_Paid' as shown in Screenshot 5.2.4, the reason is Close of Bill Indicator is not enabled.

In order to close the bill completely the user have to enable the close of Bill Indicator as shown below



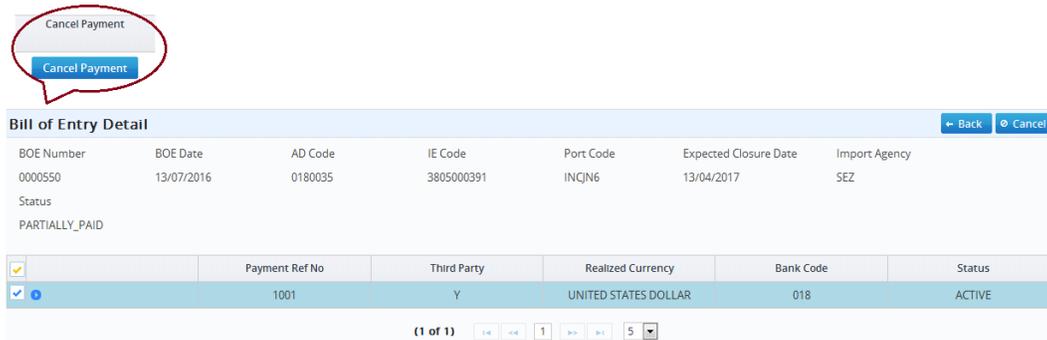
Only on enabling this option during BOE Settlement, the status of the bill updates the status to 'Completed'.

Else the status of the Bill will remain 'Partially_Paid', even on full settlement of the invoice amount.



5.2.6 Screenshot of View Settlement Details of BOE

To cancel the payment details of the BOE number click on 'Cancel Payment' button as shown below in the screenshot



5.2.7 Screenshot of Cancelling Payment Details of BOE

5.3 Field Description

Field Name	Field Description
From Date	Bill of Entry From Date
To Date	Bill of Entry To Date
Import Agency	Import Agency declared against Bill of Entry (Customs, SEZ, BOE_WAIVER)



Port of Loading	Port where Bill of Entry is Discharged
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code
BOE Number	Bill of Entry Number
Status	Bill of Entry with either any of Status such as Pending Payment, Partially Paid and Completed
Realized Currency code	ORM Currency Code
ORM Number	Outward Reference Number
Remittance AD code	ORM Authorized Dealer Code
Close Of Bill Indicator	Should be only enabled to close the BOE for full payment
Payment Ref Number	Payment Reference Number Note: It should be unique for BOE such as serial no 1,2,3.....
Changed IE Code	Changed Import Export Code
Third Party	ThirdParty Payment Yes/ No)
Realized Amount	Remitted Amount in ORM Currency (Invoice Amount)
Equivalent Invoice Amount	Equivalent Amount in Invoice Currency (Invoice Amount)

5.4 Screen Information

Menu : BILL MANAGEMENT

Screen: BOE SETTLEMENT



5.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the  'Search' button to perform the search operation.

After the fields are populated in the Screen, user can go for the search of Bill of Entry for Settlement.

2. View Settlement Details

User can view the settlement details of a specific Bill of Entry by clicking  the above button

3. Canceling the Payment

This option allows the user to cancel a Bill of Entry utilized  for a settlement. This helps to cancel the Bill of Entry records by a single click.

4. Pagination

You can open the dropdown available at the bottom of the page and set the number of rows to be displayed in the list. You can use the arrows to go to the first, previous, next (or) last page of the list



6. BOE Closure

6.1. Description

The System will provide option for the bank to Close the bill of entry amount in part/full under pre-defined reasons provided by RBI. A Bill of Entry can have single/multiple invoices. An invoice can have single/multiple Closure, initially all the bills status will be in the Pending payment. The status of the bill will be changed to Partial Paid, if any of the closure made against the bill. The bill status changes to Completed, only if 'Close of Bill Indicator' is enabled.

6.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen and click on the 'Search' button to list out the bills associated with the particular AD bank.

Note: If specific BOE Number is given under search, it will list the BOE details even it is associated with the other bank.

BOE Number	BOE Date	Import Agency	Port Code	IE Code	AD Code	Status	View/Cancel BOE Closure
<u>0000358</u>	16/08/2016	SEZ	INSTU6	0510003591	0180043	PARTIALLY_PAID	
<u>0000654</u>	16/08/2016	SEZ	INCJN6	3805000391	0180035	PENDING_PAYMENT	
<u>2408201</u>	24/08/2016	CUSTOMS	INGHR6	1000010101	0180039	PARTIALLY_PAID	
<u>0001232</u>	13/08/2016	SEZ	INAJM6	0515046451	0181192	COMPLETED	
<u>0001065</u>	16/08/2016	SEZ	INFMA6	0308050029	0180034	PENDING_PAYMENT	

6.2.1 Screenshot of BOE Closure

To view the details of the BOE number click on the underlined BOE number as shown below in the screenshot

BOE Number
0000550

BOE Details							Back			
BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency				
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ				
Status										
PARTIALLY_PAID										
Invoice Sr.No	Invoice No	Invoice Currency	Invoice Value	Freight Currency	Freight Value	Insurance Currency	Insurance Value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PARTIALLY_PAID	IP	+

(1 of 1) [Navigation icons]

6.2.2 Screenshot to View the BOE Details

To Add a Closure for the respective BOE number click on 'Action' icon as shown below in the screenshot. To view the location of the 'Action' icon, kindly refer to the previous screenshot 6.2.2.

Action
+

BOE Details							Back			
BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency				
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ				
Status	Invoice Sr.No	Invoice term	Invoice No							
PARTIALLY_PAID	3544475	FOB	90260379							
Add BOE Closure							Cancel Save			
Adjustment Ref No *	Adjustment Date *	Adjustment Amount *	Close of Bill Indicator	Adjustment Indicator *	Approved By *	Remarks				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	Select One	Select One	<input type="text"/>				
Invoice Sr.No	Invoice No	Invoice Currency	Invoice Value	Freight Currency	Freight Value	Insurance Currency	Insurance Value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PARTIALLY_PAID	IP	+

(1 of 1) [Navigation icons]

6.2.3 Screenshot of Adding a closure to BOE

To Close the bill of entry amount in part/full under pre-defined reasons provided by RBI. On saving the payment made to BOE, Settlement have to be saved as shown below in the screenshot.



BOE Details ← Back

BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ
Status	Invoice Sr.No	Invoice term	Invoice No			
PARTIALLY_PAID	3544475	FOB	90260379			

Add BOE Closure Cancel Save

Adjustment Ref No* Adjustment Date* Adjustment Amount* Close of Bill Indicator Adjustment Indicator* Approved By* Remarks

Invoice Sr.No	Invoice No	Invoice Currency	Invoice Value	Freight Currency	Freight Value	Insurance Currency	Insurance Value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PARTIALLY_PAID		

(1 of 1) 1 5

6.2.4 Screenshot of Closing a Bill

There are different Adjustment Indicator for the user to select as below,

- Destroy of Goods
- others
- Re-Import
- Sort Shipment
- Set-off/Net off
- Quality Issue
- Re-Export
- BOE Prior to '10-10-2016'

Similarly, for the 'Approved by'

- AD Bank
- Other
- RBI

Once the bill is closed, the user has to save the closure form. On successful closure the below screenshot will be displayed.

✔ BOE Closure Details saved successfully.

BOE Details ← Back

BOE Number	BOE Date	AD Code	IE Code	Port Code	Expected Closure Date	Import Agency
0000550	13/07/2016	0180035	3805000391	INCJN6	13/04/2017	SEZ
Status						
PARTIALLY_PAID						

Invoice Sr.No	Invoice No	Invoice Currency	Invoice Value	Freight Currency	Freight Value	Insurance Currency	Insurance Value	Status	View	Action
3544475	90260379	USD	44590.56	USD	540	USD	501.6438	PARTIALLY_PAID		

(1 of 1) 1 5

6.2.5 Screenshot of BOE Closure Successfully.



Note: As show the in the Screenshot 6.2.4, invoice full amount is settled. But the status of the Bill will remain 'Partially_Paid' as shown in Screenshot 6.2.5, the reason is Close of Bill Indicator is not enabled.

In order to close the bill completely the user have to enable the close of Bill Indicator as shown below



Only on enabling this option during BOE Closure, the status of the bill updates the status to 'Completed'.

Else the status of the Bill will remain 'Partially_Paid', even on full settlement of the invoice amount.

6.3 Field Description

Field Name	Field Description
From Date	Bill of Entry From Date
To Date	Bill of Entry To Date
Import Agency	Import Agency declared against Bill of Entry (Customs, SEZ, BOE_WAIVER)
AD Code	Authorized Dealer Code
Port of Loading	Port where Bill of Entry is Discharged
IE Code	Importer Exporter Code
BOE Number	Bill of Entry Number
Status	Bill of Entry with either any of Status such as Pending Payment, Partially Paid and Completed
Adjustment Ref No	Unique Number for Adjustment Note: It should be unique for BOE such as serial no 1,2,3.....
Adjustment Date	Adjustment Closure Date



Adjustment Amount	Adjusted Amount in invoice currency as mentioned in BOE
Close Of Bill of Indicator	Should be only enabled to close the payment
Adjustment Indicator	Adjustment Indicator (Destroy of goods, sort shipment, Quality issue, Re-import, Set-off/Net off, Others, Re-Export, BOE Prior to '10-10-2016')
Approved by	Approved by RBI, AD bank, other
Remarks	Reason for the Closure

6.4 Screen Information

Menu : BILL MANAGEMENT

Screen: BOE CLOSURE

6.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the  'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Closure.

2. View / Cancel BOE

User can view/cancel the Closure details of a specific Bill of Entry by clicking  the above button



3. Check All



This option is the checkbox available in the header row of section. This helps to mark/unmark all the records in the list at a single tick.

 Cancel



7. BOE Extension

7.1. Description

The Bill of Entry which is not settled with the pre-defined timeline issued by RBI-IDPMS, have to be extended for further settlement and closure. Bill of Entry can be used further for Settlement and Closure only after proper Extension. Extension of a bill can be provided by Banks/RBI as per RBI predefined polices. The bills can be extended for multiple times with the proper reasons. The Extension date is validated only greater than the pre-defined date.

7.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen and click on the 'Search' button to list out the bills associated with the particular AD bank.

Note: If specific BOE Number is given under search, it will list the BOE details even it is associated with the other bank.

BOE Extension

From Date * 01/01/2016 To Date * 11/11/2016 Import Agency Select AD Code IE Code Port Code

BOE Number** Search

**To search other Bank Bills BOE Number is mandatory

BOE Number	BOE Date	Import Agency	IE Code	AD Code	Port Code	Status	Action
<u>0000358</u>	16/08/2016	SEZ	0510003591	0180043	INSTU6	PARTIALLY_PAID	
0000654	16/08/2016	SEZ	3805000391	0180035	INCJN6	PENDING_PAYMENT	
2408201	24/08/2016	CUSTOMS	1000010101	0180039	INGHR6	PARTIALLY_PAID	
0001232	13/08/2016	SEZ	0515046451	0181192	INAJM6	COMPLETED	
0001065	16/08/2016	SEZ	0308050029	0180034	INFMA6	PENDING_PAYMENT	
0001072	16/08/2016	SEZ	0308050029	0180034	INFMA6	PENDING_PAYMENT	
0001070	16/08/2016	SEZ	0308050029	0180034	INFMA6	PENDING_PAYMENT	
2908601	29/08/2016	CUSTOMS	2908810012	0180039	INGGA1	PARTIALLY_PAID	
2908602	29/08/2016	CUSTOMS	2908810013	0180048	INXX0	PENDING_PAYMENT	
0001024	11/07/2016	SEZ	0809007134	0180040	INAJM6	PARTIALLY_PAID	

(1 of 469) 1 2 3 4 5 6 7 8 9 10 10

7.2.1 Screenshot of BOE Extension

To view the details of the BOE number click on the underlined BOE number as shown below in the screenshot

BOE Number
0000654

BOE Detail								
BOE Number	BOE Date	AD Code	IE Code	Port Code				
0000654	16/08/2016	0180035	3805000391	INCJN6				
Invoice Serial Number	Invoice Number	Invoice currency	Invoice value	Freight Currency	Freight Value	Insurance Currency	Insurance Value	Status
3623915	16HLSX0181	USD	1646.35	USD	329.27	USD	18.5214	PENDING_PAYMENT

(1 of 1) |< << 1 >> >| 5

7.2.2 Screenshot of BOE Detail

To extend the bill for further Settlement and Closure with pre-defined timeline issued by RBI-IDPMS is shown below in the screenshot.

Action

Add BOE Extension

Save Exit

Extension By * Extension Date *

Select [] Add

Extension By	Extension Date	Letter Number	Letter Date	Status	Action
No records found.					

(1 of 1) |< << >> >| 5

7.2.3 Screenshot of BOE Extension Screen

To extend the bill for further extension, user has to select appropriate 'Extension By' (AD Bank, RBI and others) and 'Extension Date'. After proper selection, Extension has to be saved as shown below in the screenshot.

Action

Add BOE Extension

Save Exit

Extension By * Extension Date *

AD_Bank [] Add

Extension By	Extension Date	Letter Number	Letter Date	Status	Action
AD_Bank	30/11/2016			ACTIVE	[]

(1 of 1) |< << 1 >> >| 5

7.2.4 Screenshot of BOE Extension

Note: If the Extension of a Bill is done by 'RBI', it is mandatory to give the 'Letter Number' and 'Letter Date'.



7.3 Field Description

Field Name	Field Description
From Date	Bill of Entry From Date
To Date	Bill of Entry To Date
Import Agency	Import Agency declared against Bill of Entry (Customs, SEZ, BOE_WAIVER)
AD Code	Authorized Dealer Code
Port of Loading	Port where Bill of Entry is Discharged
IE Code	Importer Exporter Code
BOE Number	Bill of Entry Number
Extension By	Approval given by (RBI/AD bank/Others)
Extension Date	Extension Date

7.4 Screen Information

Menu : BILL MANAGEMENT

Screen: BOE EXTENSION

7.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the  'Search' button to perform the search operation.

After the fields are populated in the Screen, user can go for the search of Bill of Entry for Closure.

2. View / Cancel BOE

User can view/cancel the Closure details of a specific Bill of Entry by clicking the  above button

3. Check All



This option is the checkbox available in the header row of section. This helps  to mark/unmark all the records in the list at a single tick.

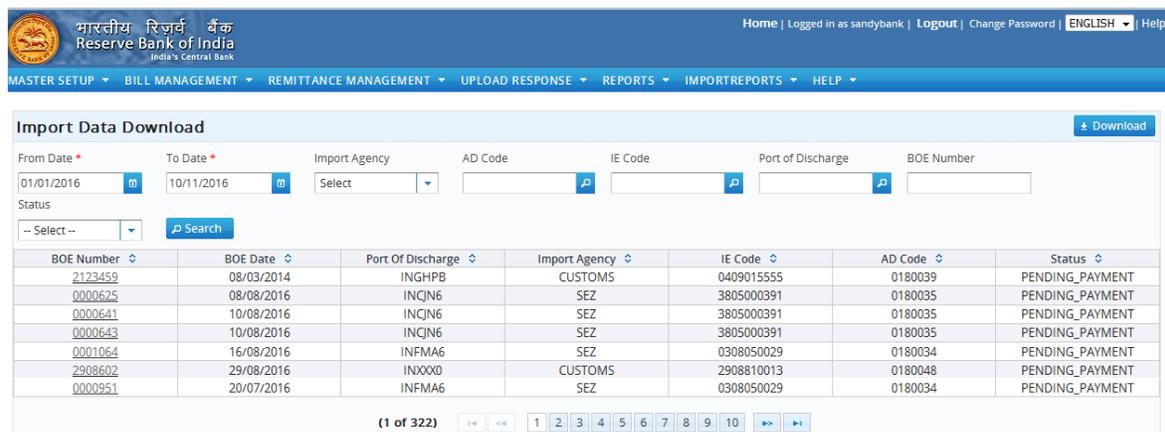
8. Import Data Download

8.1 Description

It is intended to share the Bill of Entry Details from RBI to Banks for reconciliation purposes.

8.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen and click on the 'Search' button to list out the bills associated with the particular AD bank.



BOE Number	BOE Date	Port of Discharge	Import Agency	IE Code	AD Code	Status
2123459	08/03/2014	INGHPB	CUSTOMS	0409015555	0180039	PENDING_PAYMENT
0000625	08/08/2016	INQJN6	SEZ	3805000391	0180035	PENDING_PAYMENT
0000641	10/08/2016	INQJN6	SEZ	3805000391	0180035	PENDING_PAYMENT
0000643	10/08/2016	INQJN6	SEZ	3805000391	0180035	PENDING_PAYMENT
0001064	16/08/2016	INFMA6	SEZ	0308050029	0180034	PENDING_PAYMENT
2908602	29/08/2016	INXXX0	CUSTOMS	2908810013	0180048	PENDING_PAYMENT
0000951	20/07/2016	INFMA6	SEZ	0308050029	0180034	PENDING_PAYMENT

8.2.1 Screenshot of Import Data Download

To download the import shipping bills clicking the 'Download' option as shown in the above Screenshot.



The downloaded file will be in XML format.



8.3 Field Description

Field Name	Field Description
From Date	Bill of Entry From Date
To Date	Bill of Entry To Date
Import Agency	Import Agency declared against Bill of Entry (Customs, SEZ, BOE_WAIVER)
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code
Port of Discharge	Port where Bill of Entry is Discharged
BOE Number	Bill of Entry Number
Status	Bill of Entry with either any of Status such as Pending Payment and Completed

8.4 Screen Information

Menu : BILL MANAGEMENT

Screen: IMPORT DATA DOWMLOAD

8.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the 'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Closure. 

2. Download

You can select the import shipping bills and download the data in the XML format, by clicking the 'Download' option





3. View BOE Details

User can view the invoice details of a specific Bill of Entry by clicking the underlined 'BOE Number' in the table displayed on the screen.

4. Pagination

You can open the dropdown available at the bottom of the page and set the number of rows to be displayed in the list. You can use the arrows to go to the first, previous, next (or) last page of the list



9. Search Import Data Details

9.1. Description

It is intended to search the Bill of Entry information in detail (BOE Settlement, BOE Closure and BOE Extension). It is mandatory to fill the Bill of Entry number for search.

9.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen and click on the 'Search' button to list out the bills associated with particular AD Bank.

Select	BOE Number	BOE Date	Port Of Discharge	Import Agency	IE Code	AD Code	Status
No records found.							
(1 of 1) [Navigation icons] 15							

10.2.1 Screenshot of Search Import Data

To search an import bill data details, it is mandatory to mention the 'BOE Number'. Select the record and on clicking the appropriate button user can view the bill in detail (BOE Settlement, BOE Closure and BOE Extension) as shown below in the Screenshot

Select	BOE Number	BOE Date	Port Of Discharge	Import Agency	IE Code	AD Code	Status
<input type="radio"/>	0000550	13/07/2016	INCJN6	SEZ	3805000391	0180035	PARTIALLY_PAID
(1 of 1) [Navigation icons] 15							

9.2.2 Screenshot of Search Import Data Details



9.3 Field Description

Field Name	Field Description
From Date	Bill of Entry From Date
To Date	Bill of Entry To Date
Import Agency	Import Agency declared against Bill of Entry (Customs, SEZ, BOE_WAIVER)
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code
Port of Discharge	Port where Bill of Entry is Discharged
BOE Number	Bill of Entry Number
Status	Bill of Entry with either any of Status such as Pending Payment , Partially Paid and Completed

9.4 Screen Information

Menu : BILL MANAGEMENT

Screen: SEARCH IMPORT DATA DETAILS

9.5 Performing Different Operation

1. Search



User can select the various parameters available in the screen and click on the 'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Closure.

2. View BOE Details

User can view a specific Bill of Entry in detail (BOE Settlement, BOE Closure and BOE Extension) by enabling the radio button in the table displayed on the screen. User can also view the invoice details of a specific Bill of Entry by clicking the underlined 'BOE Number' in the table displayed on the screen.



3. Pagination

You can open the dropdown available at the bottom of the page and set the number of rows to be displayed in the list. You can use the arrows to go to the first, previous, next (or) last page of the list



10. ORM Master

10.1. Description

The Bank needs to report the Outward Remittances against Import, this includes advance payments and payment against bill of entry. The System will maintain the Utilized and Unutilized amount against Outward Remittance based on Bill of Entry Settlement details.

10.2. Screenshot of ORM Master

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen.

The screenshot shows the 'Search Outward Remittance' interface. At the top, there is a navigation bar with the Reserve Bank of India logo and user information. Below the navigation bar, there is a search form with the following fields: 'From Date', 'To Date', 'ORM Number', 'AD Code', and 'IE Code'. A 'Search' button is located to the right of the 'IE Code' field. Below the search form, there is a table with the following columns: 'ORM Number', 'Remittance AdCode', 'Remittance IECCode', 'Remittance Date', 'Remittance Amount', 'Outstanding Amount', 'Status', 'Action', and 'Cancel'. The table is currently empty, and the text 'No records found.' is displayed below the table. At the bottom of the table, there is a pagination control showing '(1 of 1)' and a dropdown menu for page size set to '5'.

10.2.1 Screenshot of ORM Master

On clicking the 'Search' button to list out the bills associated with particular AD Bank Screenshot is shown below,

The screenshot shows the 'Search Outward Remittance' interface with search results. The search criteria are 'From Date: 01/01/2016' and 'To Date: 11/11/2016'. The search results table is populated with 8 records. The table has the following columns: 'ORM Number', 'Remittance AdCode', 'Remittance IECCode', 'Remittance Date', 'Remittance Amount', 'Outstanding Amount', 'Status', 'Action', and 'Cancel'. The records are as follows:

ORM Number	Remittance AdCode	Remittance IECCode	Remittance Date	Remittance Amount	Outstanding Amount	Status	Action	Cancel
TESTORM1	0180001	5689423515	17/07/2016	400	400	ACTIVE		
TESTORM2	0180001	5689423515	17/07/2016	400	400	ACTIVE		
TESTORM	0180001	5689423515	17/07/2016	400	350	ACTIVE		
QWERS8	0180039	2586954758	20/09/2016	400	400	ACTIVE		
NRGHTV25	0180039	2586954758	20/09/2016	400	400	ACTIVE		

At the bottom of the table, there is a pagination control showing '(1 of 8)' and a dropdown menu for page size set to '5'.

10.2.2 Screenshot of Search Outward Remittance

To view the Outward Remittance in detail, click on the underlined ORM Number as shown below in the Screenshot

ORM Number ▾
TESTORM1

ORM Details			
ORM Number	Remittance AdCode	IE Name	IE Address
TESTORM1	0180001	NAME	IEADDRESS
Beneficiary Name	Beneficiary Country	Beneficiary Acc	
BENAME	CH	ACCNUMBER	
Swift Code	Purpose Code	Remarks	
EE	S0216	REM	

10.2.3 Screenshot of Outward Remittance Details

Adding an Outward Remittance is shown in Screenshot below,

Add Remittance

Add Remittance Details						
ORM Number *	ORM Date *	AD Code *	E Code *	E Name *	E Address	E Pan *
22112122	18/05/2016	0180297	8976568889	ROY		IER987546
Beneficiary Name *	Beneficiary Acc	Beneficiary Country *	Remittance Currency *	Remittance Amount *	Swift Code *	Purpose Code *
JOHN	044IOB567432	IN	USD	8000	5X3654789	P1006
Remarks	CG Flag *	Payment Terms *				
	Y	Advance				

10.2.4 Screenshot of Adding an Outward Remittance

On Successful addition of Outward Remittance, the following screen is displayed

ORM record saved successfully

Search Outward Remittance								
From Date *	To Date *	ORM Number	AD Code	IE Code	Search			
ORM Number	Remittance AdCode	Remittance IECCode	Remittance Date	Remittance Amount	Outstanding Amount	Status	Action	Cancel
No records found.								
(1 of 1) << >> 5								

10.2.5 Screenshot of Successful Addition of an Outward Remittance



To edit the Outward Remittance details, the only editable field is changing the Purpose code. As shown in the Screenshot 10.4 the Purpose code is 'P1006'. The new Purpose code will be 'P1002' as shown below in the Screenshot.



Add Remittance Details Search Remittance Save

ORM Number *	ORM Date *	AD Code *	IE Code *	IE Name *	E Address	E Pan *
22112122	18/05/2016	0180297	8976568889	ROY		IER987546
Beneficiary Name *	Beneficiary Acc	Beneficiary Country *	Remittance Currency *	Remittance Amount *	Swift Code *	Purpose Code *
JOHN	044IOB567432	IN	USD	8000	SX3654789	P1002
Remarks	CG Flag *	Payment Terms *				
	Y	Advance				

10.2.6 Screenshot of Editing Outward Remittance

10.3 Field Description

Field Name	Field Description
From Date	Bill of Entry From Date
To Date	Bill of Entry To Date
ORM Number	Outward Reference Number
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code
IE Name	Importer Exporter Name
IE Address	Importer Exporter Address
IE PAN Number	Importer Exporter PAN Number
Beneficiary Name	Beneficiary Name
Beneficiary account number	Beneficiary account number
Beneficiary Country	Beneficiary Country code
Remittance Currency	ORM Currency
Remittance Amount	ORM Amount



Swift Code	Beneficiary's Bank SWIFT Message
Purpose Code	Purpose Code
Remarks	Remarks
CG Flag	Flag for capital goods (Y /N)
Payment Terms	Payment Terms (Advance/DP/Trade Credit/DA)

10.4 Screen Information

Menu : REMITTANCE MANAGEMENT

Screen: OUTWARD REMITTANCE MASTER

10.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the  'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Settlement.

2. View Details

User can view the Outward Remittance Details of a specific Outward Remittance by clicking the underlined 'ORM Number' in the table displayed on the screen.

3. Add Details

This option allows the user to Add the Outward Remittance Details 

4. Cancel

User can cancel the Outward Remittance on clicking the  cancel button

5. Pagination

You can open the dropdown available at the bottom of the page and set the number of rows to be displayed in the list. You can use the arrows to go to the first, previous, next (or) last page of the list



Usage guidelines

You may navigate to the 'Add Remittance Details' screen to get the Outward  Remittance details. There are many search parameters available in the system like From Date, To Date, ORM Number AD Code and IE Code. You may select any parameter(s) to filter the Outward Remittance data for processing. However, 'From Date' and 'To Date' needs to be selected mandatorily to process the search. After selecting the parameters, you may click on the Search () button to obtain the results. Once the results are obtained, click on the Manage Response () button.

Once the 'Manage Response' is clicked, a pop up window will open to provide the response. You may enter your response and click on the 'Action' button to view Remittance Details, if required Purpose Code may be changed and can save the response to RBI. You can also quit pop up window at any time by clicking the 'Search Remittance' button.

You can also cancel the Outward Remittance at any time by clicking on the  'Cancel' option () available at the end of each row.



11. ORM Closure

11.1. Description

The System will provide option for the banks to Closure of Outward Import Remittance amount in part / full under pre-defined reasons provided by RBI. This will provide an option to close the Unutilized Outward Remittances Wherein Settlement is not completely matching with Outward Remittance details.

11.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen.

ORM Number	Remittance AdCode	IE Code	IE Name	Remittance Amount	Currency	Remittance Date	Status	View ORM Closure	Action
1234556	0180039	1112145534	nas	789	INR	25/08/2016	ACTIVE		
784253	0180286	5689423515	ASDE345	400	USD	17/07/2016	ACTIVE		
QWER245	0180286	5689423515	4568DFRTGT	400	USD	17/07/2016	ACTIVE		
897	0180286	5689423515	ASDE345	400	USD	17/07/2016	ACTIVE		
63MNA	0180306	5689423515	RRG	400	USD	15/07/2016	ACTIVE		
SDEFDRFR123	0180306	5689423515	SDRERT1237#53	400	USD	17/07/2016	ACTIVE		

11.2.1 Screenshot of ORM Closure

To view the ORM Closure Details

View ORM Closure

View Closure

Cancel Adjustment Exit

<input type="checkbox"/>	Adjusted Amount	Currency	Adjustment Date	Closure Sequence No	Letter No	Document Number	Document Date	Port Of Discharge	Remarks
<input type="checkbox"/>	5	USD	04/10/2016	GH				HGFGGH	GH
<input type="checkbox"/>	25	USD	01/03/2016	AFGSER45	CBG	234DGH	08/08/2016	2c90894b43047fc2014304a267fd0853	ASDEFF2345

(1 of 1) 1 5

11.2.2 Screenshot to view ORM Closure Details



To cancel the adjustment, the user can enable the checkbox and click on the button to cancel the adjustment made to the bill.



To save a new closure



Save New Closure

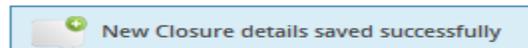
Exit Save

Adjusted Amount * 200 Currency * USD Adjustment Date * 09/11/2016 Closure Sequence No * 5001

Reason for Adjustment * Refund of utilised im Approved By * AD BANK Port Of Discharge P1002 Remarks

11.2.3 Screenshot to save a new ORM Closure

On saving the new closure a message will be displayed on the top of the screen



11.3 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date



To Date	Outward Remittance To Date
ORM Number	Outward Reference Number
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code
Adjustment Amount	Adjustment Amount
Currency	Currency of the Outward Reference Number
Adjustment Date	Closure Date
Closure Sequence Number	Closure Sequence Number Note: It should be unique for a BOE such as serial no 1,2,3.....
Reason for Adjustment	Reason for the Closure(Refund of full import proceeds (import not taken place), Import document (BE not in system), Refund of unutilized import payments due to quality issue/sort shipment, Others, BOE Prior to date 01/04/2016, BOE Waiver, Import through Courier)
Approved By	Approved by RBI,AD bank ,other
Port Of Discharge	Port code where Bill of Entry is Discharged
Remarks	Reason for the Closure

11.4 Screen Information

Menu : REMITTANCE MANAGEMENT

Screen : OUTWARD REMITTANCE CLOSURE



11.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the  'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Closure.

2. View / Cancel

User can view Outward Remittance Closure amount adjustment of a specific ORM  Number by clicking the above button

User can also view the amount outstanding of Outward Remittance of a specific  ORM Number by clicking the above button

3. Checkbox



This option is the checkbox available in view Outward Remittance Closure the header row of section. This helps to mark/unmark all the records in the list to adjustment by a single tick.

User can cancel the adjustment by clicking the button in view  closure.

4. Pagination

You can open the dropdown available at the bottom of the page and set the number of rows to be displayed in the list. You can use the arrows to go to the first, previous, next (or) last page of the list



12. Search Outward Remittance Details

12.1. Description

The System will provide option for the banks/Fedro/Super user to view the utilization of the Outward Remittance for single/multiple Bill of Entry. The utilization details provide the sum of the amount utilized by the Bill of Entry against the respective Outward Remittance.

12.2 Screenshot

User can begin the search on giving the Bill 'From Date' and 'To Date' alone, which will list out the bills associated to particular AD bank. User can also select the various parameters available in the screen.

Search Outward Remittance Details View Utilization Details

From Date: 01/01/2016 To Date: 16/11/2016 ORM Number: AD Code: IE Code: Search

Select	ORM Number	Remittance AdCode	Remittance IECCode	Remittance Date	Remittance Amount	ORM Utilized Amount	ORM Unutilized Amount	Status
<input type="radio"/>	1111111584	0180052	0814016618	04/01/2016	7852.55	1018.067	6834.483	ACTIVE
<input type="radio"/>	1111111739	0180045	1114001660	01/03/2016	54000000.22	0	54000000.22	ACTIVE
<input type="radio"/>	77117711	0180001	2222222222	02/07/2016	7777	2069	5708	ACTIVE
<input type="radio"/>	5757GG545-7711	0180076	1234412344	20/04/2016	6000	1500	4500	ACTIVE
<input type="radio"/>	5757GG545-1177	0180077	0214014771	02/07/2016	5000	5000	0	CLOSED

(1 of 20) 1 2 3 4 5 6 7 8 9 10 5

12.2.1 Screenshot of Search Outward Remittance Details

To view the utilization of the Outward Remittance to the respective Bill of entry is shown below in the Screenshot



Search Outward Utilization Remittance [View Utilization Details](#)

From Date: 01/01/2016 To Date: 11/11/2016 ORM Number: AD Code: IE Code: [Search](#)

Select	ORM Number	Remittance AdCode	Remittance IECode	Remittance Date	Remittance Amount	ORM Utilized Amount	ORM Unutilized Amount	Status
<input type="radio"/>	ERFGT	0180039	2586954758	20/09/2016	400	0	400	CANCELLED
<input type="radio"/>	ERF3GT	0180039	2586954758	29/09/2016	400	0	400	CANCELLED
<input type="radio"/>	22112122	0180297	8976568889	18/05/2016	8000	0	8000	ACTIVE
<input checked="" type="radio"/>	TESTORM	0180001	5689423515	17/07/2016	400	50	350	ACTIVE
<input type="radio"/>	TESTORM1	0180001	5689423515	17/07/2016	400	0	400	ACTIVE
<input type="radio"/>	TESTORM2	0180001	5689423515	17/07/2016	400	0	400	ACTIVE

(8 of 8) 10



View Utilization Details [Exit](#)

BOE Number	BOE Date	AD Code	Amount
0000550	13/07/2016	0180035	50

(1 of 1) 5

12.2.2 Screenshot of Outward Remittance Utilization

12.3 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
ORM Number	Outward Reference Number
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code

12.4 Screen Information

Menu: REMITTANCE MANAGEMENT

Screen: SEARCH OUTWARD REMITTANCE DETAILS



12.5 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the  'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Settlement.

2. View Details

User can view the Outward Remittance Utilization of a specific Outward Remittance  by clicking the as in the table displayed on the screen.

3. Pagination

You can open the dropdown available at the bottom of the page and set the number of rows to be displayed in the list. You can use the arrows to go to the first, previous, next (or) last page of the list

Usage guidelines

You may navigate to the 'View Utilization Details' screen to get the Outward Remittance utilized by the specific Bill of Entry. There are many search parameters available in the system like From Date, To Date, ORM Number AD Code and IE Code. You may select any parameter(s) to filter the Outward Remittance data for processing. However, 'From Date' and 'To Date' needs to be selected mandatorily to process the search. After selecting the parameters, you may click on the Search () button to obtain the results. Once the results are obtained, click on the Manage Response () button.

View Utilization Details

Once the command button is clicked, a pop up window will open to provide the response. You may view Outward Remittance Utilization Details for a specific Bill of Entry.



13 Import Upload

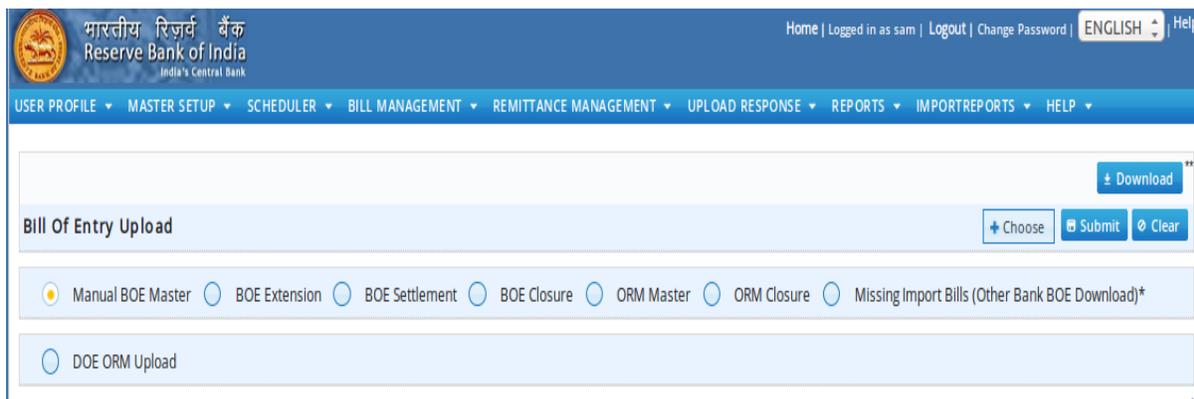
The IDPMS Application has an upload option to select the import data and upload it into the system. A separate file needs to be uploaded for each process namely Manual BOE Master, BOE Settlement, BOE Closure, BOE Extension, ORM Upload, ORM Closure and Import Missing Bill Details.

13.1 Usage guidelines

You may navigate to the 'Import Batch Processing' screen to upload the XML files into the IDPMS system. In the screen, you need to select the process for which you are going to upload the XML/CSV file. After the selection, click on the 'Choose' button, browse the related XML/CSV file and click 'Open' button. Once the file is selected; click the 'Submit' button to complete the upload the data.

You can download an acknowledgement file for the uploaded data by clicking on the 'Passed Ack File' and / or 'Failed Ack File' button(s).

13.2 Screenshot



13.2.1 Screenshot OF Batch Processing Upload

13.3 Performing different operations

1. Selection

You can select the appropriate option available in the top of the screen in order to upload the file.



2. Choose

You can click the 'Choose' button to browse and select the file to upload

3. Submit

You can click the 'Submit' button to upload the file into the system after the selection of the appropriate file.

4. Download

You can click the 'Download Passed Acknowledgement' and / or 'Download Failed Acknowledgement' button(s) to download the acknowledgement file for the uploaded data.



13.4 Manual BOE Upload File Format

The uploading file format is different for each process and they are as follows

13.4.1 From Bank to RBI

Following are the fields identified for this message

Manual bill of Entry Reporting to RBI

Any Bill of Entry received by bank from manual port needs to be reported to RBI, bank needs to report the following fields against the bill of entry

Sr. No.	Field Name	Field Description	CSV Field Name	Reporting Level	M / O	Max Length	Data Type
1.	Port of Discharge*	Port code where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C
2.	Import Agency	Import Agency declared against Bill of Entry (1-Customs, 2 – SEZ,3- BOE_WAIVER)	importAgency	BOE	M	1	C
3.	Bill of Entry Number ^	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
4.	Bill of Entry Date@	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
5.	AD Code	Authorised Dealer Code	ADCode	BOE	M	7	C
6.	Govt/Private	Bill of Entry for Govt or Private Firm (G-Govt, P-Private)	G-P	BOE	O	1	C
7.	IE Code	Importer Exporter Code	IECode	BOE	M	10	C
8.	IE Name	Importer Exporter Name	IEName	BOE	M	200	C
9.	IE Address	Importer Exporter Address	IEAddress	BOE	M	500	C



10.	IE PAN	Importer Exporter PAN Number	IEPANNumber	BOE	M	10	C
11.	Shipment port	Port of Shipment	portOfShipment	BOE	M	50	C
12.	Record Indicator	Indicates the status of the record(1- NEW, 3-Cancel)	recordIndicator	BOE	M	1	C
13.	IGM Number	IGM Number provided in customs document	IGMNumber	BOE	O	30	C
14.	IGM Date	IGM Date provided in customs document	IGMDate	BOE	O	10	Date
15.	MAWB-MBL Number	Master airway bill number/ Master bill of lading number	MAWB-MBLNumber	BOE	O	30	C
16.	MAWB-MBL Date	Master airway bill Date/ Master bill of lading Date	MAWB-MBLDate	BOE	O	10	Date
17.	HAWB-HBL Number	House airway bill number/ House bill of lading number	HAWB-HBLNumber	BOE	O	30	C
18.	HAWB-HBL Date	House airway bill Date/ House bill of lading Date	HAWB-HBLDate	BOE	O	10	Date
19.	Invoice Serial No	Invoice Serial No	invoiceSerialNo	Invoice	M	10	C
20.	Invoice No	Invoice No available with bill of entry	invoiceNo	Invoice	M	50	C
21.	Invoice terms	Invoice Terms	termsOfInvoice	Invoice	M	50	C
22.	Invoice Amount	Invoice Amount	invoiceAmount	Invoice	M	20,4	N
23.	Invoice Currency	Declared invoice Currency	invoiceCurrency	Invoice	M	3	C
24.	Freight Amount	Freight Amount	freightAmount	Invoice	O	20,4	N
25.	Freight Currency	Freight Currency Code	freightCurrencyCode	Invoice	O	3	C



26.	Insurance Amount	Insurance Amount	insuranceAmount	Invoice	O	20,4	N
27.	Insurance Currency	Currency code for Insurance	insuranceCurrencyCode	Invoice	O	3	C
28.	Agency Amount	Agency Commission	agencyCommission	Invoice	O	20,4	N
29.	Agency Currency	Agency Currency	agencyCurrency	Invoice	O	3	C
30.	Discount Amount	Discount charges	discountCharges	Invoice	O	20,4	N
31.	Discount Currency	Discount Currency	discountCurrency	Invoice	O	3	C
32.	Miscellaneous charges	Miscellaneous charges	miscellaneousCharges	Invoice	O	20,4	N
33.	Miscellaneous Currency	Miscellaneous Currency	miscellaneousCurrency	Invoice	O	3	C
34.	Supplier Name	Name of supplier	supplierName	Invoice	M	200	C
35.	Supplier Address	Address of Supplier	supplierAddress	Invoice	M	500	C
36.	Supplier Country	Country Name of supplier	supplierCountry	Invoice	M	50	C
37.	Seller Name	Name of seller	sellerName	Invoice	O	200	C
38.	Seller Address	Address of seller	sellerAddress	Invoice	O	500	C
39.	Seller Country	Country Name of seller	sellerCountry	Invoice	O	50	C
40.	Third Party Name	Name of Third Party	thirdPartyName	Invoice	O	200	C



41.	Third Party Address	Address of Third Party	thirdPartyAddress	Invoice	O	500	C
42.	Third Party Country	Country Name of Third Party	thirdPartyCountry	Invoice	O	50	C

*Default port of discharge in case of BoE waiver would be WVBOE1

^BOE number would be unique number provided by RBI in the form of YYMMXXX in its approval for waiver of BoE

@BOE date would be the approval date

File naming convention of Upload File

"RBI + <date> + <Running Sequence Number> .mbe.csv"

13.4.2 Sample CSV File

portOfDischarge|importAgency|billOfEntryNumber|billOfEntryDate|ADCode|G-P|IECode|IENName|IEAddress|IEPANNumber|portOfShipment|recordIndicator|IGMNumber|IGMDate|MAWB-MBLNumber|MAWB-MBLDate|HAWB-HBLNumber|HAWB-HBLDate|invoiceSerialNo|invoiceNo|termsOfInvoice|supplierName|supplierAddress|supplierCountry|sellerName|sellerAddress|sellerCountry|invoiceAmount|invoiceCurrency|freightAmount|freightCurrencyCode|insuranceAmount|insuranceCurrencyCode|agencyCommission|agencyCurrency|discountCharges|discountCurrency|miscellaneousCharges|miscellaneousCurrency|thirdPartyName|thirdPartyAddress|thirdPartyCountry

INGHPB|1|1234566|06/03/2014|6390002|p|0409015555|sandy|IEAddress|0202538|INGHPB|1||1439459|06/03/2014|1439459|06/03/2014|1|132315-GIAT|CF|Prem|SupplierAddress|IN|Arun|sellerAddress|IN|86253.28|USD|86253.28|USD|86253.28|USD|86253.28|USD|86253.28|USD|86253.28|USD|Sindhu|ThirdPartyAddress|IN

13.4.2.1 Screenshot of Manual BOE Upload

13.4.3 Manual BOE Acknowledgement

Sr. No.	Field Name	Field Description	CSV Field Name	Reporting Level	M / O	Max Length	Data Type
1.	Port of Discharge*	Port code where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C
2.	Import Agency	Import Agency declared against Bill of Entry (1- Customs, 2 – SEZ,3- BOE_WAIVER)	importAgency	BOE	M	1	C



3.	Bill of Entry Number ^	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
4.	Bill of Entry Date@	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
5.	AD Code	Authorised Dealer Code	ADCode	BOE	M	7	C
6.	Govt/Private	Bill of Entry for Govt or Private Firm (G-Govt, P-Private)	G-P	BOE	O	1	C
7.	IE Code	Importer Exporter Code	IECode	BOE	M	10	C
8.	IE Name	Importer Exporter Name	IEName	BOE	M	200	C
9.	IE Address	Importer Exporter Address	IEAddress	BOE	M	500	C
10	IE PAN	Importer Exporter PAN Number	IEPANNumber	BOE	M	10	C
11	Shipment port	Port of Shipment	portOfShipment	BOE	M	50	C
	Record Indicator	Indicates the status of the record(1- NEW, 3- Cancel)	recordIndicator	BOE	M	1	C
13	IGM Number	IGM Number provided in customs document	IGMNumber	BOE	O	30	C
14	IGM Date	IGM Date provided in customs document	IGMDate	BOE	O	10	Date
15	MAWB-MBL Number	Master airway bill number/ Master bill of lading number	MAWB-MBLNumber	BOE	O	30	C



16	MAWB-MBL Date	Master airway bill Date/ Master bill of lading Date	MAWB-MBLDate	BOE	O	10	Date
17	HAWB-HBL Number	House airway bill number/ House bill of lading number	HAWB-HBLNumber	BOE	O	30	C
18	HAWB-HBL Date	House airway bill Date/ House bill of lading Date	HAWB-HBLDate	BOE	O	10	Date
19	Invoice Serial No	Invoice Serial No	invoiceSerial No	Invoice	M	10	C
20	Invoice No	Invoice No available with bill of entry	invoiceNo	Invoice	M	50	C
21	Invoice terms	Invoice Terms	termsOfInvoice	Invoice	M	50	C
22	Invoice Amount	Invoice Amount	invoiceAmount	Invoice	M	20,4	N
23	Invoice Currency	Declared invoice Currency	invoiceCurrency	Invoice	M	3	C
24	Freight Amount	Freight Amount	freightAmount	Invoice	O	20,4	N
25	Freight Currency	Freight Currency Code	freightCurrencyCode	Invoice	O	3	C
26	Insurance Amount	Insurance Amount	insuranceAmount	Invoice	O	20,4	N
27	Insurance Currency	Currency code for Insurance	insuranceCurrencyCode	Invoice	O	3	C
28	Agency Amount	Agency Commission	agencyCommission	Invoice	O	20,4	N
29	Agency Currency	Agency Currency	agencyCurrency	Invoice	O	3	C



30	Discount Amount	Discount charges	discountCharges	Invoice	O	20,4	N
31	Discount Currency	Discount Currency	discountCurrency	Invoice	O	3	C
32	Miscellaneous charges	Miscellaneous charges	miscellaneousCharges	Invoice	O	20,4	N
33	Miscellaneous Currency	Miscellaneous Currency	miscellaneousCurrency	Invoice	O	3	C
34	Supplier Name	Name of supplier	supplierName	Invoice	M	200	C
35	Supplier Address	Address of Supplier	supplierAddress	Invoice	M	500	C
36	Supplier Country	Country Name of supplier	supplierCountry	Invoice	M	50	C
37	Seller Name	Name of seller	sellerName	Invoice	O	200	C
38	Seller Address	Address of seller	sellerAddress	Invoice	O	500	C
39	Seller Country	Country Name of seller	sellerCountry	Invoice	O	50	C
40	Third Party Name	Name of Third Party	thirdPartyName	Invoice	O	200	C
41	Third Party Address	Address of Third Party	thirdPartyAddress	Invoice	O	500	C
42	Third Party Country	Country Name of Third Party	thirdPartyCountry	Invoice	O	50	C



43	Error Code	Error Codes	errorCode		O		
----	------------	-------------	-----------	--	---	--	--

*Default port of discharge in case of BoE waiver would be WVBOE1

^BOE number would be unique number provided by RBI in the form of YYMMXXX in its approval for waiver of BoE

@BOE date would be the approval date

File naming convention of Acknowledgement File

"<UploadFileName>.passmbeAck.csv"

"<UploadFileName>.failbmbeAck.csv"

13.5 BOE Settlement Upload File Format

Bank needs to report the bill of entry settlement against pre uploaded outward remittances, bank can report bill of entry pertaining to any bank where outward remittances is done though the bank.

Bank performing the last settlement against the Bill of Entry, the Bill of entry will be marked against the bank.

Ownership of Bill of Entry settlement closure lies on bank where Bill of Entry is assigned to the bank.

13.5.1 BOE Settlement Reporting Format

Following fields are identified for Bill of Entry Settlement Reporting

Sr. No.	Field Name	Field Description	XML Field Name	Reporting Level	M/O	Max Length	Data Type
1.	Port of Discharge	Port where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C
2.	Bill of Entry Number	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C



3.	Bill of Entry Date	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
4.	IE Code	Import Export Code	IECode	BOE	M	10	C
5.	Changed IE Code	Changed Import Export Code	changeIECode	BOE	O	10	C
6.	AD Code	Authorised Dealer Code	ADCode	BOE	M	7	C
7.	Record Indicator	Record Indicator(1-3-Cancelled)	recordIndicator	BOE	M	1	C
8.	Payment Party	ThirdParty Payment Y-Yes/N-No)	paymentParty	BOE	M	1	C
9.	Payment Reference Number	Payment Reference Number	paymentReferenceNumber	BOE	M	30	C
10.	ORM Number	Outward Reference Number	outwardReferenceNumber	BOE	M	30	C
11.	ORM AD Code	ORM AD Code	outwardReferenceADCode	BOE	M	7	C
12.	Outward remittance Currency	ORM Currency	remittanceCurrency	BOE	M	3	C
13.	Bill Closure Indicator	Closing of BOE (open -1/close-2)	billClosureIndicator	BOE	M	1	C
14.	Invoice Serial No	Invoice Serial No	invoiceSerialNo	Invoice	M	10	C
15.	Actual Invoice No	Actual Invoice No	invoiceNo	Invoice	M	50	C



16	Equivalent Amount in Invoice Currency	Equivalent Amount in Invoice Currency (Invoice Amount)	invoiceAmtIc	Invoice	M	20,4	C
17	Remitted Amount in ORM Currency	Remitted Amount in ORM Currency (Invoice Amount)	invoiceAmt	Invoice	M	20,4	C

Each payment will be validated against unutilized amount available under Outward Remittance, Outward Remittance will be identified uniquely based on ORM Number and ORM AD Code.

Reported settlement will fail if ORM details are not matching or the unutilized amount is less than the settlement amount.

File naming convention of Upload File

"RBI + <date> + <Running Sequence Number>.bes.xml"



13.5.2 Sample XML File

```
<?xml version="1.0" encoding="UTF-8" standalone="true"?>
- <bank>
  - <checkSum>
    <noOfbillOfEntry>1</noOfbillOfEntry>
    <noOfInvoices>2</noOfInvoices>
  </checkSum>
  - <billOfEntrys>
    - <billOfEntry>
      <portOfDischarge>INGHPB</portOfDischarge>
      <billOfEntryNumber>3439469</billOfEntryNumber>
      <billOfEntryDate>19/05/2016</billOfEntryDate>
      <IECode>0409015555</IECode>
      <changeIECode>1234567890</changeIECode>
      <ADCode>6390003</ADCode>
      <recordIndicator>3</recordIndicator>
      <paymentParty>Y</paymentParty>
      <paymentReferenceNumber>22355</paymentReferenceNumber>
      <outwardReferenceNumber>1234567890</outwardReferenceNumber>
      <outwardReferenceADCode>6390003</outwardReferenceADCode>
      <remittanceCurrency>USD</remittanceCurrency>
      <billClosureIndicator>1</billClosureIndicator>
    - <invoices>
      - <invoice>
        <invoiceSerialNo>1</invoiceSerialNo>
        <invoiceNo>132316-GIAT</invoiceNo>
        <invoiceAmt>3</invoiceAmt>
        <invoiceAmtIc>1</invoiceAmtIc>
      </invoice>
      - <invoice>
        <invoiceSerialNo>2</invoiceSerialNo>
        <invoiceNo>132317-GIAT</invoiceNo>
        <invoiceAmt>3</invoiceAmt>
        <invoiceAmtIc>1</invoiceAmtIc>
      </invoice>
    </invoices>
  </billOfEntry>
</billOfEntrys>
</bank>
```

13.5.2.1 Screenshot Of BOE Settlement Upload



13.5.3 BOE Settlement Acknowledgement

Sr. No.	Field Name	Field Description	XML Field Name	Reporting Level	M/O	Max Length	Data Type
1.	Port of Discharge	Port where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C
2.	Bill of Entry Number	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
3.	Bill of Entry Date	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
4.	IE Code	Import Export Code	IECode	BOE	M	10	C
5.	Changed IE Code	Changed Import Export Code	changeIECode	BOE	O	10	C
6.	AD Code	Authorised Dealer Code	ADCode	BOE	M	7	C
7.	Record Indicator	Record Indicator (1-New, 3-Cancelled)	recordIndicator	BOE	M	1	C
8.	Payment Party	Third Party Payment Y-Yes/N-No)	paymentParty	BOE	M	1	C
9.	Payment Reference Number	Payment Reference Number	paymentReferenceNumber	BOE	M	30	C
10.	ORM Number	Outward Reference Number	outwardReferenceNumber	BOE	M	30	C
11.	ORM AD Code	ORM AD Code	outwardReferenceADCode	BOE	M	7	C



12.	Outward remittance Currency	ORM Currency	remittanceCurrency	BOE	M	3	C
13.	Bill Closure Indicator	Closing of BOE (open -1/ close-2)	billClosureIndicator	BOE	M	1	C
14.	Error Code	Error Codes	errorCode	BOE	O		
15.	Invoice Serial No	Invoice Serial No	invoiceSerialNo	Invoice	M	10	C
16.	Actual Invoice No	Actual Invoice No	invoiceNo	Invoice	M	50	C
17.	Equivalent Amount in Invoice Currency	Equivalent Amount in Invoice Currency (Invoice Amount)	invoiceAmtlc	Invoice	M	20,4	C
18.	Remitted Amount in ORM Currency	Remitted Amount in ORM Currency (Invoice Amount)	invoiceAmt	Invoice	M	20,4	C
19.	Error Code	Error Codes	errorCode	Invoice	O		

File naming convention of Acknowledgement File

"<UploadFileName>.passbesAck.xml"

"<UploadFileName>.failbesAck.xml"



13.6 BOE Closure Upload File Format

System will provide option for the bank to Close the bill of entry amount in part/full under pre-defined reasons provided by RBI. This will provide option for the banks to close the bill of entry where the bill of entry needs to be closed for other reasons apart from bill settlement against outward remittances.

13.6.1 BOE Closure Reporting Format

Following fields are identified for BOE Closure

Sr. No.	Field Name	Field Description	Xml FieldName	Reporting Level	M/O	Max Length	Data Type
1.	Port of Discharge	Port where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C
2.	Bill of Entry Number	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
3.	Bill of Entry Date	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
4.	IE Code	ImportExport Code	IECode	BOE	M	10	C
5.	AD Code	AuthorizedDealer Code	ADCode	BOE	M	7	C
6.	Record Indicator	Record Indicator 1 – New, 3 - Cancelled	recordIndicator	BOE	M	1	C
7.	Adjustment Close Number	Unique Id for Adjustment	adjustmentReferenceNumber	BOE	M	30	C
8.	Close of Bill Indicator	Close of Bill Indicator (1- Open, 2-Closed)	closeofBillIndicator	BOE	M	1	C



9.	Adjustment Closure Date	Adjustment Closure Date	adjustmentDate	BOE	M	10	Date
10.	Adjustment Closure	Adjustment Indicator (1-Destroy of goods or 2- sort shipment or 3-Quality issue or 4-Re-import or 5- Re-export or 6- Set-off/Net off or 7- Others 8-BOE Prior to 10/10/2016)	adjustmentIndicator	BOE	M	2	C
11.	Document Number	Document Number (mandatory in case of adjustmentindicator 4 or 5 or 6)	documentNumber	BOE	M	20	C
12.	Document Date	Document Date(mandatory in case of adjustmentindicator 4 or 5 or 6)	documentDate	BOE	M	10	Date
13.	Document Port	Document Port(mandatory in case of adjustmentindicator 4 or 5 or 6)	documentPort	BOE	M	6	C
14.	Approved by	Approved by 1-RBI,2-AD bank ,3-other	approvedBy	BOE	M	1	N
15.	Letter Number	Letter Number Approved by, Mandatory when closure by is from RBI	letterNumber	BOE	M	50	C



16.	Letter Date	Letter Date Mandatory when closure by is from RBI	letterDate	BOE	M	10	Date
17.	Remarks	Reason for the Closure	Remark	BOE	O	200	C
18.	Invoice Serial No	Invoice Serial No	invoiceSerialNo	Invoice	M	10	C
19.	Actual Invoice No	Actual Invoice No	invoiceNo	Invoice	M	50	C
20.	Adjusted Invoice Value IC	Adjusted Amount in invoice currency as mentioned in BOE	adjustedInvoiceValueIC	Invoice	M	20,4	N

File naming convention of Upload File

"RBI + <date> + <Running Sequence Number>.bea.xml"



13.6.2 Sample XML File

```

<?xml version="1.0"?>
- <bank>
  - <checkSum>
    <noOfBOE>1</noOfBOE>
    <noOfInvoices>2</noOfInvoices>
  </checkSum>
  - <billOfEntries>
    - <billOfEntry>
      <portOfDischarge>INCJI6</portOfDischarge>
      <billOfEntryNumber>6439411</billOfEntryNumber>
      <billOfEntryDate>06/02/2014</billOfEntryDate>
      <IECode>0409015555</IECode>
      <ADCode>6440002</ADCode>
      <recordIndicator>1</recordIndicator>
      <adjustmentReferenceNumber>SDEFS7DFRR1232</adjustmentReferenceNumber>
      <closeofBillIndicator>1</closeofBillIndicator>
      <adjustmentDate>01/01/2014</adjustmentDate>
      <adjustmentIndicator>3</adjustmentIndicator>
      <documentNumber>SD6EFR567</documentNumber>
      <documentDate>06/03/2015</documentDate>
      <documentPort>INGHPB</documentPort>
      <approvedBy>2</approvedBy>
      <letterNumber/>
      <letterDate/>
      <Remark/>
    - <invoices>
      - <invoice>
        <invoiceSerialNo>1</invoiceSerialNo>
        <invoiceNo>132313-GIAT</invoiceNo>
        <adjustedInvoiceValueIC>30</adjustedInvoiceValueIC>
      </invoice>
      - <invoice>
        <invoiceSerialNo>2</invoiceSerialNo>
        <invoiceNo>132314-GIAT</invoiceNo>
        <adjustedInvoiceValueIC>8623.28</adjustedInvoiceValueIC>
      </invoice>
    </invoices>
  </billOfEntry>
</billOfEntries>
</bank>

```

13.6.2.1 Screenshot of BOE Settlement Upload

13.6.3 BOE Closure Acknowledgement

Sr. No.	Field Name	Field Description	Xml FieldName	Reporting Level	M/O	Max Length	Data Type
1	Port of Discharge	Port where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C



2	Bill of Entry Number	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
3	Bill of Entry Date	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
4	IE Code	ImportExport Code	IECode	BOE	M	10	C
5	AD Code	AuthorizedDealer Code	ADCode	BOE	M	7	C
6	Record Indicator	Record Indicator 1 – New, 3 - Cancelled	recordIndicator	BOE	M	1	C
7	Adjustment Closure Reference Number	Unique Id for Adjustment	adjustmentReferenceNumber	BOE	M	30	C
8	Close of Bill Indicator	Close of Bill Indicator (1- Open, 2-Closed)	closeofBillIndicator	BOE	M	1	C
9	Adjustment Closure Date	Adjustment Closure Date	adjustmentDate	BOE	M	10	Date
10	Adjustment Closure Indicator	Adjustment Indicator (1-Destroy of goods or 2- sort shipment or 3-Quality issue or 4-Re-import or 5- Re-export or 6- Set-off/Net off or 7- Others 8-BOE Prior to 10/10/2016)	adjustmentIndicator	BOE	M	2	C
11	Document Number	Document Number (mandatory in case of adjustmentindicator 4 or 5 or 6)	documentNumber	BOE	M	20	C



12	Document Date	Document Date(mandatory in case of adjustmentindicator 4 or 5 or 6)	documentDate	BOE	M	10	Date
13	Document Port	Document Port(mandatory in case of adjustmentindicator 4 or 5 or 6)	documentPort	BOE	M	6	C
14	Approved by	Approved by 1-RBI,2-AD bank ,3-other	approvedBy	BOE	M	1	N
15	Letter Number	Letter Number Approved by, Mandatory when closure by is from RBI	letterNumber	BOE	M	50	C
16	Letter Date	Letter Date Mandatory when closure by is from RBI	letterDate	BOE	M	10	Date
17	Remarks	Reason for the Closure	Remark	BOE	O	200	C
18	Error Code	Error Codes	errorCode	BOE	O		
19	Invoice Serial No	Invoice Serial No	invoiceSerialNo	Invoice	M	10	C
20	Actual Invoice No	Actual Invoice No	invoiceNo	Invoice	M	50	C
21	Adjusted Invoice Value IC	Adjusted Amount in invoice currency as mentioned in BOE	adjustedInvoiceValueIC	Invoice	M	20,4	N
22	Error Code	Error Codes	errorCode	Invoice	O		

File naming convention of Acknowledgement File

"<UploadFileName>.passbeaAck.xml"

"<UploadFileName>.failbeaAck.xml"



13.7 BOE Extension Upload File Format

System will provide option to bank wherein they can report any extension provided by RBI on late payment against bill of entry.

13.7.1 BOE Extension Reporting Format

Following fields are identified for reporting Bill of Entry Extension

Sr. No.	Field Name	Field Description	Xml FieldName	Reporting Level	M/O	Max Length	Data Type
	Port of Discharge	Port where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C
	Bill of Entry Number	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
	Bill of Entry Date	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
	IE Code	Import Export Code	IECode	BOE	M	10	C
	AD Code	Authorised Dealer Code	ADCode	BOE	M	7	C
	Record Indicator	Record Indicator (1 – New, 3 – Cancelled)	recordIndicator	BOE	M	1	C
	Approval given by (RBI/AD bank/Others)	Approval given by (1 - RBI/2 - AD bank/3-C	extenstionBy	BOE	M	1	C
	Letter Number	Letter Number	letterNumber	BOE	M (For RBI Approval)	50	C
	Letter Date	Letter Date	letterDate	BOE	M (For RBI Approval)	10	C



Extension Date	Extension Date	extensionDate	BOE	M	10	Date
Remarks	Remarks	Remarks	BOE	O	200	C

File naming convention of Upload File

"RBI + <date> + <Running Sequence Number>.bee.xml"

13.7.2 Sample XML File

```

<?xml version="1.0" encoding="UTF-8" standalone="true"?>
- <bank>
  - <checksum>
    <noOfBOE>1</noOfBOE>
  </checksum>
  - <billOfEntries>
    - <billOfEntry>
      <portOfDischarge>INCGL6</portOfDischarge>
      <billOfEntryNumber>132123</billOfEntryNumber>
      <billOfEntryDate>09/05/2016</billOfEntryDate>
      <IECode>111111111</IECode>
      <ADCode>6440002</ADCode>
      <recordIndicator>3</recordIndicator>
      <extensionBy>1</extensionBy>
      <letterNumber>22</letterNumber>
      <letterDate>10/05/2016</letterDate>
      <extensionDate>22/09/2016</extensionDate>
      <remarks>Rem</remarks>
    </billOfEntry>
  </billOfEntries>
</bank>

```

13.7.2.1 Screenshot of BOE Extension Upload

13.7.3 BOE Extension Acknowledgement Format

Sr. No.	Field Name	Field Description	Xml FieldName	Reporting Level	M/O	Max Length	Data Type
1.	Port of Discharge	Port where Bill of Entry is Discharged	portOfDischarge	BOE	M	6	C



	Bill of Entry Number	Bill of Entry Number	billOfEntryNumber	BOE	M	7	C
3.	Bill of Entry Date	Bill of Entry Date	billOfEntryDate	BOE	M	10	Date
	IE Code	Import Export Code	IECode	BOE	M	10	C
5.	AD Code	Authorised Dealer Code	ADCode	BOE	M	7	C
6.	Record Indicator	Record Indicator (1 – New, 3 – Cancelled)	recordIndicator	BOE	M	1	C
7.	Approval given by (RBI/AD bank/ Others)	Approval given by (1 - RBI/2 - AD bank/ Others)	extensionBy	BOE	M	1	C
8.	Letter Number	Letter Number	letterNumber	BOE	M (For RBI Approval)	50	C
9.	Letter Date	Letter Date	letterDate	BOE	M (For RBI Approval)	10	C
10.	Extension Date	Extension Date	extensionDate	BOE	M	10	Date
11.	Remarks	Remarks	Remarks	BOE	O	200	C
12.	Error Code	ErrorCodes	errorCode	BOE	O		

File naming convention of Acknowledgement File

"<UploadFileName>.passbeeack.xml"

"<UploadFileName>.failbeeack.xml"



13.8 Outward Remittance against Import

This message format is identified for banks to report all the outward remittances against import, this includes advance payments and payment against bill of entry. Bank should upload all the outward remittances before reporting bill of entry settlement to RBI. System will reconcile the outward reference details between bill of entry settlement and outward remittance for closing both entities.

13.8.1 Outward Remittance against Import File Format

Following fields are identified for reporting Bill of Entry Extension

Sr. No.	Field Name	Field Description	XML Field Name	Reporting Level	M/O	Max Length	Data Type
1.	Outward Reference Number	Unique Outward Reference Number across bank	outwardReferenceNumber	ORM	M	30	C
2.	AD Code	Authorized Dealer Code where Outward has been send	ADCode	ORM	M	7	C
3.	Amount	Amount in Foreign Currency	Amount	ORM	M	20,4	N
4.	Currency	Currency Code	currencyCode	ORM	M	3	C
5.	Payment Date	Date at which payment is made	paymentDate	ORM	M	10	Date
6.	IE Code	Importer Exporter Code	IECode	ORM	M	10	C
7.	IE Name	Importer Exporter Name	IEName	ORM	M	200	C
8.	IE Address	Importer Exporter Address	IEAddress	ORM	O	500	C
9.	IE PAN Number	Importer Exporter PAN Number	IEPANNumber	ORM	M	10	C



10.	capital goods	Flag for capital goods (Y- Yes/N - No)	isCapitalGoods	ORM	M	1	C
11.	Beneficiary Name	Beneficiary Name	beneficiaryName	ORM	M	200	C
12.	Beneficiary account number	Beneficiary account number	beneficiaryAccountNumber	ORM	O	30	C
13.	Beneficiary Country	Beneficiary Country code	beneficiaryCountry	ORM	M	2	C
14.	SWIFT	SWIFT Message	SWIFT	ORM	M	50	C
15.	Purpose Code	Purpose Code	purposeCode	ORM	M	5	C
16.	Record Indicator	Record Indicator(1-New, 2-Amend,3-Cancelled)	recordIndicator	ORM	M	1	C
17.	Remarks	Remarks	remarks	ORM	O	200	C
18.	Payment Terms (Advance/DP/DA/ Trade Credit)	Payment Terms (1-Advance/2-DP/3-DA/4-Trade Credit)	paymentTerms	ORM	M	1	C

File naming convention

"RBI + <date> + <Running Sequence Number> .orm.xml"



13.8.2 Sample XML File

```

<?xml version="1.0" encoding="UTF-8" standalone="true"?>
- <bank>
  - <checksum>
    <noOfORM>1</noOfORM>
  </checksum>
  - <outwardReferences>
    - <outwardReference>
      <outwardReferenceNumber>WDEFG5621</outwardReferenceNumber>
      <ADCode>0180001</ADCode>
      <Amount>400</Amount>
      <currencyCode>USD</currencyCode>
      <paymentDate>17/07/2016</paymentDate>
      <IECode>5689423515</IECode>
      <IENName>name</IENName>
      <IEAddress>ieaddress</IEAddress>
      <IEPANNumber>iepan</IEPANNumber>
      <isCapitalGoods>Y</isCapitalGoods>
      <beneficiaryName>benname</beneficiaryName>
      <beneficiaryAccountNumber>accnumber</beneficiaryAccountNumber>
      <beneficiaryCountry>US</beneficiaryCountry>
      <SWIFT>ee</SWIFT>
      <purposeCode>S0216</purposeCode>
      <recordIndicator>1</recordIndicator>
      <remarks>rem</remarks>
      <paymentTerms>1</paymentTerms>
    </outwardReference>
  </outwardReferences>
</bank>

```

13.8.2.1 Screenshot of ORM Upload

13.8.3 ORM Upload Acknowledgement Format

Sr. No.	Field Name	Field Description	XML Field Name	Reporting Level	M/O	Max Length	Data Type
1.	Outward Reference Number	Unique Outward Reference Number across bank	outwardReferenc eNumber	ORM	M	30	C
2.	AD Code	Authorized Dealer Code where Outward has been send	ADCode	ORM	M	7	C



3.	Amount	Amount in Foreign Currency	Amount	ORM	M	20,4	N
4.	Currency	Currency Code	currencyCode	ORM	M	3	C
5.	Payment Date	Date at which payment is made	paymentDate	ORM	M	10	Date
6.	IE Code	Importer Exporter Code	IECode	ORM	M	10	C
7.	IE Name	Importer Exporter Name	IEName	ORM	M	200	C
8.	IE Address	Importer Exporter Address	IEAddress	ORM	O	500	C
9.	IE PAN Number	Importer Exporter PAN Number	IEPANNumber	ORM	M	10	C
10.		Flag for capital goods (Y- Yes/N - No)	isCapitalGoods	ORM	M	1	C
11.	Beneficiary Name	Beneficiary Name	beneficiaryName	ORM	M	200	C
12.	Beneficiary account number	Beneficiary account number	beneficiaryAccountNumber	ORM	O	30	C
13.	Beneficiary Country	Beneficiary Country code	beneficiaryCountry	ORM	M	2	C
14.	SWIFT	SWIFT Message	SWIFT	ORM	M	50	C
15.	Purpose Code	Purpose Code	purposeCode	ORM	M	5	C
16.	Record Indicator	Record Indicator(1- New, 2- Amend,3- Cancelled)	recordIndicator	ORM	M	1	C
17.	Remarks	Remarks	remarks	ORM	O	200	C



18.	Payment Terms (Advance/DP /DA/ Trade Credit)	Payment Terms (1- Advance/2-DP/3-DA/4- Trade Credit)	paymentTerms	ORM	M	1	C
19.	Error Code	Error Codes	errorCode	ORM	O		

File naming convention of Acknowledgement File

"<UploadFileName>.passormAck.xml"
 "<UploadFileName>.failormAck.xml"

Outward Reference Number will be identified uniquely based on following fields across bank

- Outward Reference Number
- AD Code

13.9 Outward Remittance Closure

System will provide option for the banks to closure of outward import remittance amount in part / full under pre-defined reasons provided by RBI. This will provide banks an option to close the unutilized Outward remittances wherein settlement is not completely matching with outward remittance details.

13.9.1 Outward Remittance Closure File Format

Following fields are identified for reporting Outward Remittance Closure

Sr. No.	Field Name	Field Description	Xml FieldName	Reporting Level	M/O	Max Length	Data Type
1.	Outward Reference Number	Outward Reference Number	outwardReferenceNumber	ORM	M	30	C
2.	AD Code	Authorized Dealer Code	ADCode	ORM	M	7	C
3.	Currency of ORM	Currency of the Outward Reference Number	remittanceCurrency	ORM	M	3	C
4.	Closure Amount	Closure Amount	adjustedAmount	ORM	M	20,4	N



5.	Closure Date	Closure Date	adjustedDate	ORM	M	10	Date
6.	IE Code	Import Export Code	IECode	ORM	M	10	C
7.	SWIFT	SWIFT Code	SWIFT	ORM	M	50	C
8.	Record Indicator	Record Indicator (1-New, 3-Cancelled)	recordIndicator	ORM	M	1	C
9.	Reason for Closure	Reason for the Closure(1-Refund of full import proceeds (import not taken place),2-Import document(BE not in system),3-Refund of utilised import payments due to quality issue/sort shipment,4- Others,5- BOE Prior to date 01/04/2016,6- BOE Waiver,7- Import through Courier)	adjustmentIndicator	ORM	M	2	C
10.	Closure Sequence Number	Closure Sequence Number	adjustmentSequenceNumber	ORM	M	30	C
11.	Approved By	Approved by 1-RBI,2-AD bank ,3-other	approvedBy	ORM	M	1	C
12.	Letter Number	Letter Number Mandatory when closure by is from RBI	letterNumber	ORM	M	50	C
13.	Letter Date	Letter Date Mandatory when closure by is from RBI	letterDate	ORM	M	10	C
14.	Document Number	Document Number against Adjustment. Mandatory in case of adjustmentindicator (2)	documentNumber	ORM	M	20	C



15.	Document Date	Document date against Adjustment. Mandatory in case of adjustmentindicator (2)	documentDate	ORM	M	10	C
16.	Port Of Discharge	Port code where Bill of Entry is Discharged	portofDischarge	ORM	O	50	C
17.	Remarks	Reason for the Closure	Remark	ORM	O	200	C

File naming convention of Upload File

"RBI + <date> + <Running Sequence Number>.ora.xml"

13.9.2 Sample XML File

```
<?xml version="1.0" encoding="UTF-8" standalone="true"?>
- <bank>
  - <checkSum>
    <noOfORM>1</noOfORM>
  </checkSum>
  - <outwardReferences>
    - <outwardReference>
      <outwardReferenceNumber>111111024</outwardReferenceNumber>
      <ADCode>0180052</ADCode>
      <remittanceCurrency>USD</remittanceCurrency>
      <adjustedAmount>10</adjustedAmount>
      <adjustedDate>10/06/2016</adjustedDate>
      <IECode>0715900471</IECode>
      <SWIFT>11</SWIFT>
      <adjustmentIndicator>1</adjustmentIndicator>
      <adjustmentSeqNumber>1</adjustmentSeqNumber>
      <approvedBy>1</approvedBy>
      <letterNumber>123</letterNumber>
      <letterDate>10/06/2016</letterDate>
      <documentNumber>100</documentNumber>
      <documentDate>10/06/2016</documentDate>
      <portofDischarge>INGHPB</portofDischarge>
      <recordIndicator>1</recordIndicator>
      <remark>Hai</remark>
    </outwardReference>
  </outwardReferences>
</bank>
```

13.9.2.1 Screenshot of ORM Closure



13.9.3 ORM Closure Upload Acknowledgement Format

Sr. No.	Field Name	Field Description	Xml Field Name	Reporting Level	M/O	Max Length	Data Type
1.	Outward Reference Number	Outward Reference Number	outwardReferenceNumber	ORM	M	30	C
2.	AD Code	Authorized Dealer Code	ADCode	ORM	M	7	C
3.	Currency of ORM	Currency of the Outward Reference Number	remittanceCurrency	ORM	M	3	C
4.	Closure Amount	Closure Amount	adjustedAmount	ORM	M	20,4	N
5.	Closure Date	Closure Date	adjustedDate	ORM	M	10	Date
6.	IE Code	Import Export Code	IECode	ORM	M	10	C
7.	SWIFT	SWIFT Code	SWIFT	ORM	M	50	C
8.	Record Indicator	Record Indicator (1-New, 3-Cancelled)	recordIndicator	ORM	M	1	C



9.	Reason for Closure	Reason for the Closure(1- Refund of full import proceeds (import not taken place),2-Import document(BE not in system),3-Refund of utilised import payments due to quality issue/sort shipment,4-Others,5- BOE Prior to date 01/04/2016,6- BOE Waiver,7- Import through Courier)	adjustmentIndicator	ORM	M	2	C
10.	Closure Sequence Number	Closure Sequence Number	adjustmentSeqNumber	ORM	M	30	C
11.	Approved By	Approved by 1-RBI,2-AD bank ,3-other	approvedBy	ORM	M	1	C
12.	Letter Number	Letter Number Mandatory when closure by is from RBI	letterNumber	ORM	M	50	C
13.	Letter Date	Letter Date Mandatory when closure by is from RBI	letterDate	ORM	M	10	C
14.	Document Number	Document Number against Adjustment. Mandatory in case of adjustmentindicator (2)	documentNumber	ORM	M	20	C
15.	Document Date	Document date against Adjustment. Mandatory in case of adjustmentindicator (2)	documentDate	ORM	M	10	C



16.	Port Of Discharge	Port code where Bill of Entry is Discharged	portofDischarge	ORM	O	50	C
17.	Remarks	Reason for the Closure	Remark	ORM	O	200	C
18.	Error Code	Error Code	errorCode	ORM	O		

File naming convention of Acknowledgement File

"<UploadFileName>.passoraAck.xml"

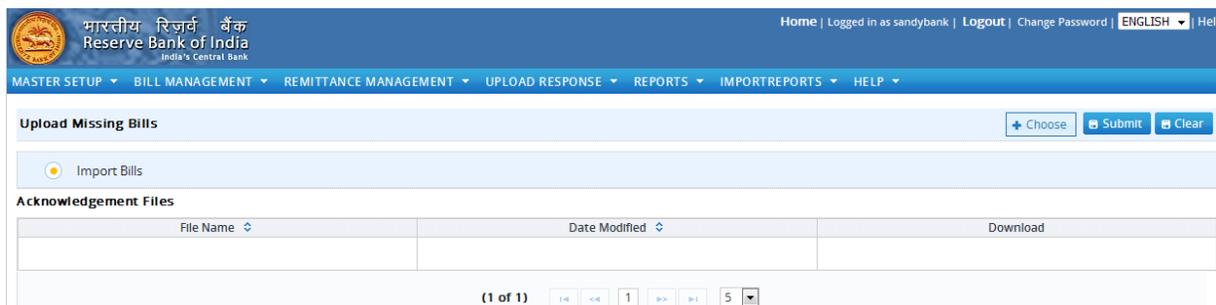
"<UploadFileName>.failoraAck.xml"

13.10 Import Missing Bill Details

This functionality allows the bank user to upload missing shipping bills or forms in a CSV file format and download the bill details in xml format.

Click Choose button to upload the file. After uploading the file, click submit and the output file will be generated.

13.10.1 Screen shot Import Missing Bill Details



13.10.1.1 Screenshot of ORM Closure

File naming convention

"RBI + <date> + <Running Sequence Number>.obb.csv"

13.10.2 Sample CSV File

```
billOfEntryNumber|billOfEntryDate|portofDischarge
|1234566|06/03/2014|INGHPB
```

13.10.2.1 Screenshot of Sample CSV Upload



13.10.3 Screenshot to download Acknowledgment XML File

Upload Missing Bills Choose Submit Clear

Import Bills

Acknowledgement Files

File Name	Date Modified	Download
OTHER BANK BILL OF ENTRY_1-1479122678355.obback.xml	2016/11/14 16:54:39	Download File

(1 of 1) 1 5

13.10.3.1 Screenshot to Download XML File

The bank will be able to download the output file by selecting the Download file button. One CSV file can have BOE Number, BOE Date, Port of discharge combination will provide enormous data. The Screenshot of the Downloaded XML file is shown below



```
<?xml version="1.0" encoding="UTF-8" standalone="true"?>
- <bank>
  - <checkSum>
    <noOfbillOfEntry>1</noOfbillOfEntry>
    <noOfInvoices>1</noOfInvoices>
  </checkSum>
  - <billOfEntrys>
    - <billOfEntry>
      <portOfDischarge>INGHPB</portOfDischarge>
      <importAgency>2</importAgency>
      <billOfEntryNumber>6578909</billOfEntryNumber>
      <billOfEntryDate>01/01/2017</billOfEntryDate>
      <ADCode>6500114</ADCode>
      <G-P>P</G-P>
      <IECode>4764637617</IECode>
      <IEName>SUN PHARMACEUTICAL INDUS LTD</IEName>
      <IEAddress>SUN HOUSE PLOT NO 201 B 1 WESTERN</IEAddress>
      <IEPANNumber>AADCS3124K</IEPANNumber>
      <portOfShipment>INVC6</portOfShipment>
      <IGMNumber>2569</IGMNumber>
      <IGMDate>01/01/2017</IGMDate>
      <MAWB-MBLNumber>6756</MAWB-MBLNumber>
      <MAWB-MBLDate>01/01/2017</MAWB-MBLDate>
      <HAWB-HBLNumber>8521</HAWB-HBLNumber>
      <HAWB-HBLDate>01/01/2017</HAWB-HBLDate>
      <recordIndicator>1</recordIndicator>
    - <invoices>
      - <invoice>
        <invoiceSerialNo>1</invoiceSerialNo>
        <invoiceNo>877</invoiceNo>
        <termsOfInvoice>CF</termsOfInvoice>
        <supplierName>DD</supplierName>
        <supplierAddress>KOLLAM</supplierAddress>
        <supplierCountry>IN</supplierCountry>
        <sellerName/>
        <sellerAddress/>
        <sellerCountry/>
        <invoiceAmount>10000</invoiceAmount>
        <invoiceCurrency>INR</invoiceCurrency>
        <freightAmount>0</freightAmount>
        <freightCurrencyCode/>
        <insuranceAmount>0</insuranceAmount>
        <insuranceCurrencyCode/>
        <agencyCommission>0</agencyCommission>
        <agencyCurrency/>
        <discountCharges>0</discountCharges>
        <discountCurrency/>
        <miscellaneousCharges>0</miscellaneousCharges>
        <miscellaneousCurrency/>
        <utilizedAmount>0</utilizedAmount>
        <thirdPartyName/>
        <thirdPartyAddress/>
        <thirdPartyCountry/>
      </invoice>
    </invoices>
  </billOfEntry>
</billOfEntrys>
</bank>
```

13.10.3.2 Screenshot of Downloaded XML File



Note: Utilized amount tag is inclusive of BOE Closures and BOE settlement.

14. Import Reports

The System will provide option for the banks/Fedro/Super user to view the utilization of the Bill of Entry against the respective Outward Remittance.

14.1.1 Reports Description

Reports	Description	User Type
AD ImporterWise Report	The System will provide list of Bill of Entry will be scheduled for a report download. The report generation can filter based on the specific search between dates and inclusion of either/both AD code and IE Code. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button.	Bank/Fedro/Super
BOE Settlement Report	The System will provide list of Bill of Entry Settlement will be scheduled for a report download against Outward Remittances. The Settlement towards the Bill of Entry will be reported at invoice level. The report generation can have based on the specific search between dates and inclusion of/either AD code. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button.	Bank/Fedro/Super



BOE Closure Report	<p>The System will provide list of Bill of Entry Closure will be scheduled for a report download. The closure towards the Bill of Entry will be reported at invoice level. The report generation can have based on the specific search between dates and inclusion of/either AD code. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button.</p>	Bank/Fedro/Super
--------------------	---	------------------



BOE Extension Report	<p>The System will provide list of Bill of Entry Extension will be scheduled for a report download. The Bill of Entry which is not settled with the pre-defined timeline issued by RBI-IDPMS, have to be extended for further settlement and closure. The report generation can have based on the specific search between dates and inclusion of/either AD code. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button.</p>	Bank/Fedro/Super
----------------------	--	------------------



Outward Remittance Utilized Report	The System will provide list of Outward Remittance will be scheduled for a report towards the bank code can be downloaded. The report generation can have based on the specific search inclusion of/either AD code, IE code and Status(Active/Closed). The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button	Bank/Fedro/Super
------------------------------------	---	------------------



ORM Closure Report	<p>The System will provide list of Closure Outward Remittance amount in part / full under pre-defined reasons</p> <p>provided by RBI can be downloaded. The report generation can have based on the specific search between dates and inclusion of/either AD code and IE code. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button</p>	Bank/Fedro/Super	
--------------------	---	------------------	--



<p>Bills to be Tracked Report</p>	<p>The System will provide list of Bill of Entry which are in inactive to be tracked. The report generation can have based on the specific search of inactive days and inclusion of/either IE code. The report can be downloaded either as an Excel/ XML document. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button.</p>	<p>Bank/Fedro/Super</p>
-----------------------------------	--	-------------------------



Import SLA Report	The System will provide list of total Bill of Entries Associated to the bank and Outward Remittance report within the specific number of days before the current date can be downloaded. The report generation can have based on the specific between dates and inclusion of/either AD code and IE code. The generated report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report using the 'Download' button.	Bank/Fedro/Super
-------------------	--	------------------

14.1.2 AD Importer Wise Report

14.1.2.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code

14.1.2.2 Screen Information

Menu : IMPORTREPORTS

Screen : AD IMPORTWISE REPORT



14.1.3 BOE Settlement Report

15.1.3.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorized Dealer Code

14.1.3.2 Screen Information

Menu : IMPORTREPORTS

Screen : BOE SETTLEMENT REPORT

14.1.4 BOE CLOSURE Report

15.1.4.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorized Dealer Code

14.1.4.2 Screen Information

Menu : IMPORTREPORTS

Screen : BOE CLOSURE REPORT



14.1.5 BOE Extension Report

14.1.5.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorized Dealer Code

14.1.5.2 Screen Information

Menu : IMPORTREPORTS

Screen : BOE Extension REPORT

14.1.6 Outward Remittance Utilized Report

14.1.6.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code
Status	Outward Remittance with either any of Status such as Active and Closed

14.1.6.2 Screen Information

Menu : IMPORTREPORTS

Screen : OUTWARD REMITTANCE UTILIZED REPORT



14.1.7 ORM Closure Report

14.1.7.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorized Dealer Code
IE Code	Importer Exporter Code

14.1.7.2 Screen Information

Menu : IMPORTREPORTS

Screen : ORM CLOSURE REPORT

14.1.8 Bills to be Tracked Report

14.1.8.1 Field Description

Field Name	Field Description
No of Inactive days	Bill of Entry inactive days
IE Code	Importer Exporter Code

14.1.8.2 Screen Information

Menu : IMPORTREPORTS

Screen : BILLS TO BE TRACKED REPORT

14.1.9 ORM Bankwise Status Report

14.1.9.1 Field Description

Field Name	Field Description
From Date	Outward Remittance From Date



To Date	Outward Remittance To Date
---------	----------------------------

14.1.9.2 Screen Information

Menu : IMPORTREPORTS

Screen : ORM BANKWISE STATUS REPORT

14.1.10 Import SLA Report

14.1.10.1 Field Description

Field Name	Field Description
No of days	Bill of Entry generated earlier by given number of days.
From Date	Outward Remittance From Date
To Date	Outward Remittance To Date
AD Code	Authorised Dealer Code
IE Code	Importer Exporter Code
Bill of Entry	Bill of Entry
Outward Remittance	Outward Remittance
Status	Bill of Entry with either any of Status such as Pending Payment, Partially Paid / Outward Remittance with either any of Status such as Active and Closed
Import Agency	Import Agency declared against Bill of Entry (1-Customs, 2 – SEZ ,3- BOE_WAIVER)



14.1.10.2 Screen Information

Menu : IMPORTREPORTS

Screen: IMPORT SLA REPORT

14.2 Performing Different Operation

1. Search

User can select the various parameters available in the screen and click on the 'Search' button to perform the search operation. After the fields are populated in the Screen, user can go for the search of Bill of Entry for Settlement.



Usage guidelines

There are many search parameters available in the system like From Date, To Date, Datacom Number AD Code and IE Code. You may select any parameter(s) to filter the data for processing. However, 'From Date' and 'To Date' needs to be selected mandatorily to process the search. After selecting the parameters, you may click on the Schedule Report () button to obtain the results. Once the report generated, report will be mailed to the user, if the report file size is less than 5 MB. User can also directly download the report by clicking the 'Download' () button.

 Download

User will also have provision to download XML format of report in 'BILLS TO BE TRACKED REPORT' by click the 'XML Download' () button

 XML Download