# Credit Transaction Screens

After secure log-in using established credentials

## 1 - Credit Home Screen

This screen will allow users to view information regarding past, proposed and pending credit-related activity including a real-time credit balance and list of activity that may impact that balance.

### Features:

* Displays company credit balance, including
  + Validated credits
    - Credits awarded through fuel supply
    - Credits awarded through Part 3 Agreements (P3A)
  + Credits involved in pending transactions (i.e. – encumbered)

|  |  |
| --- | --- |
| Validated Credits | 60 (=FS+P3A+Encumbered) |
| Credits awarded from Fuel Supply | 25 |
| Credits awarded through Part 3 Agreements | 25 |
|  |  |
| Encumbered/unavailable | 10 |
|  |  |
| Available balance of validated credits: | 50 (=Validated Credits – Encumbered) |

* Displays incoming messages from system regarding the status of proposed transactions (between users) and transactions pending approval by Director with a link to see more details on the “Transaction Details” screen
  + i.e. – Company X has proposed a trade
* Displays all past credit transactions, (10 at a time) listed from newest to oldest (Account Activity Tracker)
  + Includes a query builder for users (i.e. – search activity by transaction type, date, etc.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Transaction Type | Transaction Partner | Unit of Transfer | Quantity | Fair market value per Unit | Effective Date of Transaction | Status |
| * Sold to * Purchased from * Credit Validation * P3Agreement Award | * Fuel Supplier * Ministry | * Credit * Debit |  |  | * Upon Director’s Approval * User defined effective date | * Saved * Proposed (authorized by 1st party) * Pending Director’s Approval (authorized by both parties) * Approved |

* Two buttons:
  + “New transaction” – takes users to a new Transaction Details screen
  + “Load saved draft” – takes users to Transaction Details of saved transactions

## 2 – Transaction Detail screen - Edit

This screen will allow users to enter the information required to propose a credit transaction to a trading partner; accept a proposed trade from a trading partner and submit that transaction proposal to the Director for approval.

### Features:

Displays text: “Transaction Details” in section header font

Displays text: “Transaction Type”

* Dropdown
  + Users
    - Sold to:
    - Purchased from
  + Ministry
    - Credit Validation
    - P3Agreement Award

Displays text: “Select the Legal Name of Trading Partner”

* Database driven dropdown list of legal names of all Part 3 fuel suppliers
* Databased driven lookup to display the postal address of Part 3 fuel supplier selected

Displays text: “Unit of Transfer”

* 2 radio buttons
  + “Credits”
  + “Debits”

Displays text: “Quantity”

* Data submission field – limited to whole number, numerical entry
  + Will display entered value in accounting format (with commas) upon completion of data entry for this field
* System will need to confirm that User has enough available/unencumbered credits (validated credits or debits not held as part of another transaction) to complete the transaction
  + Error message: “The proposed transaction amount exceeds your available credits/debits”

Displays text: “Fair market value per Unit”

* Data submission field – limited to numerical entry
  + Will display entered value as currency upon completion of data entry for this field

Displays text: “Effective Date of Transaction, whichever is later”

* 2 radio buttons (one with date chooser)
  + Upon Director Approval
  + Requested to be [Date chooser]
* Buttons:
  + “Save draft” – takes users to Transaction Details confirmation screen
  + “Save and Authorize” – prompts message to transaction partner
  + “Home” – takes users to Home screen

## 3 - Transaction Details confirmation screen - View

This screen will allow users to view the information entered by the user on Transaction Details screen before proposing it to a trading partner or submitting it to the Director for approval.

This will also be the screen that the trading partner sees before authorizing the transaction and submitting it to the Director for approval or saving it for future.

Displays text: “Transaction Details”

Displays selection from: “Transaction Type”

Displays selection from: “Please enter the Legal Name of Transaction Partner” & address lookup based on selection

Displays selection from: “Unit of Transfer” (credits/debits)

Displays value entered in: “Quantity” field, displayed in accounting format

Displays value entered in: “Fair market value per Unit (CAD)” as currency

Displays selection from: “Effective Date of Transaction, whichever is later”

Displays “Status” – databased look-up depending on state of completion

* “Saved draft”
* “Proposed - Awaiting Authorization”
* “Pending Director Approval”
* “Approved”

**For User**

Three buttons:

* “Authorize and Send to Trading Partner ” – sends transaction details to trading partner for approval and user back to home screen
  + Both trading partners “Account activity tracker” will be updated to show the details of proposed transaction with status
  + Trading partner receives notification of transaction proposal with link to Transaction details screen populated with the details of the transaction
* “Edit Details” – returns to Transaction Detail screen
* “Save Draft” – returns to home screen; “Account Activity Tracker” updated to show a “saved draft transaction” with details

**For Trading Partner receiving transaction proposal**

Three buttons:

* “Authorize and Submit to Director” – sends transaction details to Ministry user and alerts trading partner to updated status
  + Takes user back to home screen with updated “Account Activity Tracker” displaying details of transaction with status as “Pending Director’s Approval”
* “Edit Details” – displays transaction details on a Transaction Detail screen
* “Home”
  + Takes user back to home screen with updated “Account Activity Tracker” displaying details of transaction with status as “Awaiting Authorization”

Upon Director’s approval of the proposal an alert will appear on the home screen of both parties

The Low Carbon Fuels branch would need to be able to:

* Input transactions to award Part 3 Agreement or fuel supply credits or adjust balances based on new information to users through the same process as above
* Run queries to produce periodic (quarterly, annually, etc.) reports on credit transaction activity with the following variables:
  + - # transfers
    - Total credits traded
    - Avg. market value
    - Min/max value