



**TradeSun Rules
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Additional Charges Check (Doc-to-Itself)

Rule ID: DC-DI-37

Description: Additional Charges (i.e. Freight Coverage, Insurance Coverage, etc.) listed on the Bill of Lading or Invoice must be permitted by the indicated Delivery Terms.

Class: Document to Itself comparison

Normalization: [Delivery Terms](#), [Currency](#)

Fields and Labels

	Invoice Bill of Lading
Parent*	Delivery Terms (Incoterms)
Parent	Freight Amount
Parent	Insurance Amount

Note: Combined delivery terms ("CPT + Insurance = CIF") are currently not covered

Permitted Freight/Insurance Coverage for each Delivery Term

Delivery Term	Freight Coverage	Insurance Coverage
EXW	No	No
FCA	No	No
FAS	No	No
FOB	No	No
CPT	Yes	No
CFR	Yes	No
CIF	Yes	Yes
CIP	Yes	Yes
DPU	Yes	No
DAP	Yes	No

DDP	Yes	No
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Applicable Common Document Types:

1. Bill of Lading (BOL)
2. Invoice (INV)

Logic:

IF the Delivery Terms Incoterm is EXW/FCA/FAS/FOB and **Freight Amount is indicated** on the Invoice or Bill of Lading

THEN Delivery Terms (Incoterms) is highlighted on the K-Matrix as a **discrepancy**

OR

IF the Delivery Terms Incoterm is EXW/FCA/FAS/FOB/CFR/DPU/DAP/DDP and **Insurance Amount is indicated** on the Invoice or Bill of Lading

THEN Delivery Terms (Incoterms) is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Delivery Terms (Incoterms)".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Delivery Terms (Incoterms)".
 - b. In the extracted text of this field, the user will type the delivery terms or select that text using Click-to-Pick.
2. If Freight Coverage or Insurance Coverage is indicated on the document, an annotation should be extracted for "Freight Amount" or "Insurance Amount" respectively.
 - a. If this/these annotation(s) is/are not automatically extracted, a new field should be added for each with the appropriate label.
 - b. In the extracted text of each field the user will type the applicable amount or select that text using Click-to-Pick.

Airport of Departure Consistency Check (Air Waybill)

Rule ID: DC-DI-41

Description: Multiple Airport of Departure annotations on the same document must be consistent.

Class: Document to itself comparison

Normalization: [Port Location](#)

Fields and Labels

Transport Documents	
Parent	Airport of Departure

Applicable Common Document Types:

1. Air Waybill (AWB)

Logic:

IF the Airport of Departure on an applicable document does not **match** with another Airport of Departure annotation on the same document

THEN the Airport of Departure is highlighted on the Decision Summary as a **discrepancy**

Logic to Match:

If exact match is not found, however they are found to be different names of the same airport, then it's compliant.

If exact match is not found and they are also not different names of the same airport, then it's discrepant.

Airport of Departure	Airport of Departure	Discrepant/Compliant
Los Angeles Airport	Los Angeles Airport	Compliant
Los Angeles Airport, USA	Los Angeles	Compliant
Los Angeles Airport	LAX	Compliant
Los Angeles Airport, USA	United States	Compliant
Los Angeles Airport, USA	NEWARK USA Airport	Discrepant
Los Angeles Airport, USA	JFK	Discrepant

**Process:**

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Air Waybill, an annotation should be extracted for "Airport of Departure".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Airport of Departure".
 - b. In the extracted text of this field the user will type the Airport of Departure or select that text using Click-to-Pick.

Note: When typing text in a location field, the user should follow the order of <AIRPORT>, <CITY>, <COUNTRY>, <CONTINENT>.

Airport of Destination Consistency Check (Air Waybill)

Rule ID: DC-DI-43

Description: Multiple Airport of Destination annotations on the same document must be consistent.

Class: Document to itself comparison

Normalization: [Port Location](#)

Fields and Labels

Transport Documents	
Parent	Airport of Destination

Applicable Common Document Types:

1. Air Waybill (AWB)

Logic:

IF the Airport of Destination on an applicable document does not **match** with another Airport of Destination annotation on the same document

THEN the Airport of Destination is highlighted on the Decision Summary as a **discrepancy**

Logic to Match:

If exact match is not found, however they are found to be different names of the same airport, then it's compliant.

If exact match is not found and they are also not different names of the same airport, then it's discrepant.

Airport of Destination	Airport of Destination	Discrepant/Compliant
Los Angeles Airport	Los Angeles Airport	Compliant
Los Angeles Airport, USA	Los Angeles	Compliant
Los Angeles Airport	LAX	Compliant
Los Angeles Airport, USA	United States	Compliant
Los Angeles Airport, USA	NEWARK USA Airport	Discrepant
Los Angeles Airport, USA	JFK	Discrepant

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Air Waybill, an annotation should be extracted for "Airport of Destination".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Airport of Destination".
 - b. In the extracted text of this field the user will type the Airport of Destination or select that text using Click-to-Pick.

Note: When typing text in a location field, the user should follow the order of <AIRPORT>, <CITY>, <COUNTRY>, <CONTINENT>.

All Insurance Risks Check (Air Waybill)

Rule ID: DC-DL-35

Description: If the Letter of credit 46A indicates ALL RISKS and an Air Waybill is presented, then the insurance document(s) can indicate either ALL RISKS or INSTITUTE CARGO CLAUSE (AIR) or INSTITUTE CARGO CLAUSE (A)

Class: Document to LC comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Letter of Credit	Insurance Documents
Parent	46A	Insurance Coverage Details
Child	Required Document	NA
Grandchild	Risk Coverage Details	NA

Applicable Common Document Types:

Insurance Documents:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Transport Documents:

1. Air Waybill (AWB)

Logic:

IF the Letter of Credit 46A indicates ALL RISKS and an Air Waybill is presented, **AND** the applicable documents contain description of risks as any list of risks outside of "ALL RISKS" or "INSTITUTE CARGO CLAUSES (AIR)" or "INSTITUTE CARGO CLAUSES (A)"

THEN Insurance Coverage Details is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 46A – Documents Required".

- b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
- 2. If LC 46A indicates any required documents, a “child” field should be automatically extracted for each document listed, with the label “Required Document”.
 - a. If these annotations are not automatically extracted, new fields should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” user will type out the document type or select that text using Click-to-Pick.
 - c. These fields should then be grouped together one at a time as “children” with LC 46A appearing as the “parent”.
 - d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 46A - Documents Required	1. BENEFICIARY'S MANUALLY SIGNED COI	高温	删除
Required Document	BENEFICIARY CERTIFICATE	高温	删除
Required Document	CERTIFICATE OF ORIGIN	高温	删除
Required Document	BILL OF LADING	高温	删除
Required Document	INVOICE	高温	删除
Required Document	SHIPPING CERTIFICATE	高温	删除
Required Document	PACKING LIST	高温	删除
Required Document	CERTIFICATE OF INSURANCE	高温	删除

- 3. If any of the required documents are one of the applicable insurance documents, a child of “Required Document” should be added with the label “Risk Coverage Details”.
 - a. In the extracted text of this field the user should type “All Risks” or “Institute Cargo Clause (A)” or “Institute Cargo Clause (Air)” or select that text using Click-to-Pick.
- 4. On all Air Waybills, an annotation should be extracted for “Insurance Coverage Details”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Insurance Coverage Details”.
 - b. In the extracted text of this field the user will type the insurance coverage details or select that text using Click-to-Pick.

Amount in Figures Check (Doc-to-Doc)

Rule ID: DC-DD-57

Description: Amount on all applicable documents must be consistent with the amount indicated on the Invoice.

Class: Document to Document comparison

Normalization: [Currency](#)

Fields and Labels

	Invoice	All Other Applicable Documents
Parent	Description of Goods	Description of Goods
Child	Merchandise	Merchandise
Grandchild	Amount	Amount

Note: both amount number and currency must match between the two documents

Applicable Common Document Types:

All document types are applicable, compared against Invoice (INV).

Logic:

IF Amount on any applicable document does not **exactly equal** Amount on the Invoice
THEN Amount is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Invoice, an annotation should be extracted for “Amount”, as a Grandchild of Description of Goods.*
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”. In the extracted text of this field, the user will type the description of goods or select that text using Click-to-Pick.
 - b. A “child” should then be automatically extracted with the label “Merchandise”.
 - c. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”. In the extracted text of this field, the user will type the merchandise or select that text using Click-to-Pick.
 - d. A “child” of Merchandise (grandchild of Description of Goods) should automatically be extracted with the label “Amount”.
 - e. If this annotation is not automatically extracted, a new field should be added with the label “Amount”. In the extracted text of this field, the user will type the merchandise or select that text using Click-to-Pick.

2. On all other applicable documents, an annotation should be extracted for “Amount”, as a Grandchild of Description of Goods.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”. In the extracted text of this field, the user will type the description of goods or select that text using Click-to-Pick.
 - b. A “child” should then be automatically extracted with the label “Merchandise”.
 - c. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”. In the extracted text of this field, the user will type the merchandise or select that text using Click-to-Pick.
 - d. A “child” of Merchandise (grandchild of Description of Goods) should automatically be extracted with the label “Amount”.
 - e. If this annotation is not automatically extracted, a new field should be added with the label “Amount”. In the extracted text of this field, the user will type the merchandise or select that text using Click-to-Pick.
 - f. In the extracted text of this field the user will type the amount or select that text using Click-to-Pick.

*Note: Merchandise Wizard is also available for the “Description of Goods” annotation.

Amount in Words Check (Doc-to-Doc)

Rule ID: DC-DI-2

Description: Amount in words and amount in figures within the document should match.

Class: Document to itself comparison

Normalization: [Currency](#)

Fields and Labels

Invoice Draft (Bill of Exchange)		
Parent	Amount in Words	Description of Goods
Parent		Merchandise
Child		Amount

Applicable Common Document Types:

1. Draft (DRFT)
2. Invoice (INV)

Logic:

IF Amount in Words on the Invoice and/or Draft does not **exactly equal** the Amount on the same document
 THEN Amount in Words is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Invoice and/or Draft, an annotation should be extracted for "Amount in Words".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Amount in Words".
 - b. In the extracted text of this field, the user will type the amount in words or select that text using Click-to-Pick.
2. In that same document, an annotation should be extracted for "Amount", as a Grandchild of Description of Goods.*
 a. If this annotation is not automatically extracted, a new field should be added with the label "Description of Goods". In the extracted text of this field, the user will type the description of goods or select that text using Click-to-Pick.
 - b. A "child" should then be automatically extracted with the label "Merchandise".

- c. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”. In the extracted text of this field, the user will type the merchandise or select that text using Click-to-Pick.
- d. A “child” of Merchandise (grandchild of Description of Goods) should automatically be extracted with the label “Amount”.
- e. If this annotation is not automatically extracted, a new field should be added with the label “Amount”. In the extracted text of this field, the user will type the merchandise or select that text using Click-to-Pick.

*Note: Merchandise Wizard is also available for the “Description of Goods” annotation.

Applicant Details Check (Doc-to-LC)

Rule ID: DC-DL-2

Description: The applicant's name on the applicable documents must match the applicant's name in field LC 50 – Applicant.

Class: Document to LC comparison

Normalization: [Company Name, Country](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	50 - Applicant	Applicant
Child	Applicant Name	Applicant Name
Child	Applicant Country	Applicant Country

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Cover Letter (COV)
3. Draft (DRFT)
4. Packing List (PKL)
5. Multimodal Bill of Lading (MBOL)
6. Bill of Lading (BOL)
7. Charter Party Bill of Lading (CPBOL)
8. Non-Negotiable Seaway Bill (NNSWB)
9. Air Waybill (AWB)
10. Railroad Transport Document (RRTD)
11. Cargo Receipt (CRCPT)
12. Cargo Manifest (CMAN)
13. Certificate of Insurance (COI)
14. Certificate of Origin (COO)
15. Certificate of Quality (CQUAL)
16. Certificate of Quantity (CQTY)
17. Proforma Invoice (PFINV)
18. Beneficiary Letter (BENL)
19. Shipper's Certificate (SC)

Logic:

IF the contents of "Applicant Name" or "Applicant Country" field on an applicable document do not **match with** the Applicant Name or Applicant Country in LC 50

THEN Applicant Name or Applicant Country is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 50 – Applicant”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 50 – Applicant”.
 - b. In the extracted text of this field, the user will type the applicant information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for LC 50, two “child” annotations should be extracted for “Applicant Name”, “Applicant Address” and “Applicant Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Applicant Name”.
 - b. In the extracted text of this field, user will type the applicant’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 50 appearing as the “parent”.
 - d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 50 - Applicant	x ▾ ABC COMPANY 123 MERRY LANE LONDON ONTARIO N	⚠	⚠
Applicant Name	x ▾ ABC COMPANY	⚠	⚠

- e. Steps A-D should be repeated for “Applicant Country”.
3. On all other applicable documents, an annotation should be extracted for “Applicant”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Applicant”.
 - b. In the extracted text of this field, the user will type the applicant information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Applicant Name” and “Applicant Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Applicant Name” and “Applicant Country”.
 - b. In the extracted text of these fields the user will type the applicant’s name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Applicant” appearing as the “parent”.

Applicant on the Invoice Check (Doc-to-LC)

Rule ID: DC-DL-87

Description: The applicant's name on the invoice must exactly match the applicant's name in LC 50 – Applicant.

Class: Invoice to LC comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	Letter of Credit	Invoice
Parent	50 - Applicant	Applicant
Child	Applicant Name	Applicant Name
Child	Applicant Country	Applicant Country

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Invoice (INV)

Logic:

IF the contents of “Applicant Name” or “Applicant Country” field on the invoice **do not exactly equal** the Applicant Name or Applicant Country in LC 50

THEN Applicant Name or Applicant Country is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 50 – Applicant”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 50 – Applicant”.
 - b. In the extracted text of this field, the user will type the applicant information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for LC 50, two child annotations should be extracted for “Applicant Name,” and “Applicant Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Applicant Name”.
 - b. In the extracted text of this field, user will type the applicant’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 50 appearing as the “parent”.
 - d. The result will appear as follows on the Letter of Credit:

Field	Extracted Text	Confidence	Delete
LC 50 - Applicant	ABC COMPANY 123 MERRY LANE LONDON ONTARIO N	⚠️	⚠️
Applicant Name	ABC COMPANY	⚠️	⚠️

- e. Steps A-D should be repeated for “Applicant Country”.
3. On the Invoice, an annotation should be extracted for “Applicant”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Applicant”.
 - b. In the extracted text of this field, the user will type the applicant information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Applicant Name” and “Applicant Country”.
- a. If these annotations are not automatically extracted, two new fields should be added with the labels “Applicant Name” and “Applicant Country”.
 - b. In the extracted text of these fields the user will type the applicant’s name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Applicant” appearing as the “parent”.

Beneficiary Check

Rule ID: DC-DL-1

Description: The beneficiary's name and country on all applicable documents must match the beneficiary's name and country in field LC 59 – Beneficiary.

Class: Document to LC comparison

Normalization: [Company Name, Country](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	59 - Beneficiary	Beneficiary
Child	Beneficiary Name	Beneficiary Name
Child	Beneficiary Country	Beneficiary Country

Applicable Common Document Types (See [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Cover Letter (COV)
3. Draft (DRFT)
4. Packing List (PKL)
5. Multimodal Bill of Lading (MBOL)
6. Bill of Lading (BOL)
7. Charter Party Bill of Lading (CPBOL)
8. Non-Negotiable Seaway Bill (NNSWB)
9. Air Waybill (AWB)
10. Railroad Transport Document (RRTD)
11. Cargo Receipt (CRCPT)
12. Cargo Manifest (CMAN)
13. Agents Certificate (AGNTC)
14. Certificate of Insurance (COI)
15. Certificate of Origin (COO)
16. Certificate of Quality (CQUAL)
17. Certificate of Quantity (CQTY)
18. Proforma Invoice (PFINV)
19. Beneficiary Letter (BENL)
20. Shipper's Certificate (SC)

Logic:

IF the contents of “Beneficiary Name” field on an applicable document does not **exactly equal** the Beneficiary Name in LC 59

THEN Beneficiary Name is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 59 – Beneficiary”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 59 - Beneficiary”.
 - b. In the extracted text of this field, the user will type the beneficiary information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for LC 59, two “child” annotations should be extracted for “Beneficiary Name” and “Beneficiary Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Beneficiary Name”.
 - b. In the extracted text of this field, user will type the beneficiary’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 59 appearing as the “parent”.
 - d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 59 - Beneficiary	x ▾ ABC COMPANY 123 MERRY LANE LONDON ONTARIO N	高温	删除
Beneficiary Name	x ▾ ABC COMPANY	高温	删除

- e. Steps A-D should be repeated for “Beneficiary Country”.
3. On all other applicable documents, an annotation should be extracted for “Beneficiary”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Beneficiary”.
 - b. In the extracted text of this field, the user will type the beneficiary information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Beneficiary Name” and “Beneficiary Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Beneficiary Name” and “Beneficiary Country”.
 - b. In the extracted text of these fields the user will type the beneficiary’s name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Beneficiary” appearing as the “parent”

Beneficiary – Beneficiary on the Invoice Check

Rule ID: DC-DL-86

Description: The beneficiary's name on the invoice must match the beneficiary name in LC 59 – Beneficiary.

Class: Invoice to LC comparison

Normalization: Company Name, Country

Fields and Labels

	Letter of Credit	Invoice
Parent	59 - Beneficiary	Beneficiary
Child	Beneficiary Name	Beneficiary Name
Child	Beneficiary Country	Beneficiary Country

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Invoice (INV)

Logic:

IF the contents of “Beneficiary Name” or “Beneficiary Country” field on the invoice do not **exactly equal** the Beneficiary Name or Beneficiary Country in LC 59

THEN Beneficiary Name or Beneficiary Country is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 59 – Beneficiary”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 59 - Beneficiary”.
 - b. In the extracted text of this field, the user will type the beneficiary information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for LC 59, two child annotations should be extracted for “Beneficiary Name,” and “Beneficiary Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Beneficiary Name”.
 - b. In the extracted text of this field, user will type the beneficiary’s name or select that text using Click-to-Pick.

- c. This field should then be grouped together as a “child” with LC 59 appearing as the “parent”.
- d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 59 - Beneficiary	x ▾ ABC COMPANY 123 MERRY LANE LONDON ONTARIO N1	高温	删除
Beneficiary Name	x ▾ ABC COMPANY	高温	删除

- e. Steps A-D should be repeated for “Beneficiary Country”.
3. On the Invoice, an annotation should be extracted for “Beneficiary”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Beneficiary”.
 - b. In the extracted text of this field, the user will type the beneficiary information or select that text using Click-to-Pick.
 4. Under the abovementioned annotation, two child annotations should be extracted for “Beneficiary Name” and “Beneficiary Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Beneficiary Name”, and “Beneficiary Country”.
 - b. In the extracted text of these fields the user will type the beneficiary’s name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Beneficiary” appearing as the “parent”.

Bill of Lading Number Check (Doc-to-Doc)

Rule ID: DC-DD-5

Description: Every reference to "Bill of Lading Number" in all applicable documents should match the "Bill of Lading Number" on a Bill of Lading.

Class: Document to Document comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Bills of Lading (MBOL, BOL, CPBOL, NNSWB)	All Other Applicable Documents
Parent	Bill of Lading Number	Bill of Lading Number

Applicable Common Document Types: All document types are applicable, compared against the following Transport Documents as reference:

1. Bill of Lading (BOL)
2. Charter Party Bill of Lading (CPBOL)
3. Non-Negotiable Seaway Bill (NNSWB)
4. Multimodal Bill of Lading (MBOL)

Logic:

IF the Bill of Lading Number on an applicable document **does not exactly match** the Bill of Lading Number on the Bill of Lading

THEN Bill of Lading Number is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Bill of Lading, an annotation should be extracted for "Bill of Lading Number".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Bill of Lading Number".
 - b. In the extracted text of this field, the user will type the Bill of Lading Number or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Bill of Lading Number".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Bill of Lading Number".
 - b. In the extracted text of this field the user will type the Bill of Lading Number or select that text using Click-to-Pick.

Booking Number Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-6

Description: Booking Number must match with booking number(s) across all other documents within a document set.

Class: Document to document comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

All Documents	
Parent	Booking Number

Applicable Common Document Types:

All document types are applicable.

Logic:

IF Booking Number on an applicable document **does not exactly match** the booking number(s) mentioned on another applicable document

THEN Booking Number is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Booking Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Booking Number”.
 - b. In the extracted text of this field the user will type the booking number(s) or select that text using Click-to-Pick.

Cargo Receipt Date Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-11

Description: Cargo receipt date should be consistent with all the applicable documents.

Class: Document to document comparison

Normalization: Date

Fields and Labels

	Cargo Receipt	All Other Applicable Documents
Parent	Cargo Receipt Date	Cargo Receipt Date

Applicable Common Document Types: All document types are compared against the following document as reference:

1. Cargo Receipt (CRCPT)

Logic:

IF the Cargo Receipt Date annotation on an applicable document **does not exactly match** Cargo Receipt Date on Cargo Receipt

THEN Cargo Receipt date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Cargo Receipt, an annotation should be extracted for "Cargo Receipt Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Cargo Receipt Date".
 - b. In the extracted text of this field the user will type the cargo receipt date or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Cargo Receipt Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Cargo Receipt Date".
 - b. In the extracted text of this field the user will type the cargo receipt date or select that text using Click-to-Pick.

Certificate of Origin – Country of Origin Check (Doc-to-LC)

Rule ID: DC-DL-68

Description: The Certificate of Origin (COO) must indicate the same country of origin as stated in the LC 46A requirements for COO.

Class: Document to LC comparison

Normalization: Country

Fields and Labels

	Letter of Credit	Certificate of Origin
Parent	46A - Documents Required	Country of Origin
Child	Required Document	
Grandchild	Country of Origin	

Applicable Common Document Types:

1. Certificate of Origin (COO)
2. Letter of Credit (LC)

Logic:

IF the Country of Origin annotation on the Certificate of Origin **does not exactly equal** the Country of Origin indicated in LC 46A

THEN Country of Origin is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. If LC 46A indicates the Certificate of Origin (COO) as a required document, a “child” field should be automatically extracted with the label “Required Document” for the COO, and a “grandchild” field should be automatically extracted with the label “Country of Origin”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type “Certificate of Origin” or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, the user should add another field with the label “Country of Origin”.

- e. In the extracted text of "Country of Origin," user will type the country of origin that is indicated in the COO requirements or select that text using Click-to-Pick.
- f. The user should then group this field together as a "child" with "Required Document – Certificate of Origin" appearing as the "parent." So, this field will be the child of "Required Document – Certificate of Origin" and the grandchild of LC 46A.
- g. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 46A - Documents Required	1 . SIGNED COMMERCIAL INVOICE IN ORIGINAL AND T		
Required Document	CERTIFICATE OF ORIGIN		
Country of Origin	INDIA		
Required Document	INVOICE		
Required Document	PACKING LIST		

- 3. On the Certificate of Origin, an annotation should be extracted for "Country of Origin".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Country of Origin".
 - b. In the extracted text of this field the user will type the country or select that text using Click-to-Pick.

Certificate of Origin - Issuer Check (Doc-to-LC)

Rule ID: MD-DL-24

Description: If a specific requirement is indicated in LC 46A regarding the issuer for the Certificate of Origin, then the issuer indicated in the Certificate of Origin document must comply with this requirement.

Class: Document to LC comparison

Normalization: [Company Name](#)

Fields and Labels

	Letter of Credit	Certificate of Origin
Parent	46A - Documents Required	Issued By
Child	Required Document	Issued By Name
Grandchild	Issued By	

Applicable Common Document Types:

1. Certificate of Origin (COO)
2. Letter of Credit (LC)

Logic:

IF the Issued By annotation on the Certificate of Origin **is not recognized as equal** to the Issued By indicated in LC 46A

THEN Issued By is highlighted on the K-Matrix as a **discrepancy**

Limitations:

- TradeSun currently supports 3 cases: Issued by "Exporter", "Beneficiary", and "Chamber of Commerce". More cases will be added in future releases. TradeSun recognizes the following terms as synonyms of "Chamber of Commerce":
 - Chamber of Commerce
 - Chamber of Industry
 - Association of Industry
 - Economic Chamber
 - Customs Authorities and Department of Trade
 - Chamber of Commerce and Industry
 - Chamber of Commerce and Industry and Services
 - Federal Economic Chamber
 - Chamber of Commerce and Business
 - Chamber of Economy, Chamber of Commerce
 - Industry and Agriculture
 - Chamber of Commerce
 - Services and Tourism
 - Chamber of Commerce and Enterprise

Process:

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To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. If LC 46A indicates the Certificate of Origin (COO) as a required document, a “child” field should be automatically extracted with the label “Required Document” for the COO, and a “grandchild” field should be automatically extracted with the label “Issued By”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type “Certificate of Origin” or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent.”
 - d. Once this is completed, the user should add another field with the label “Issued By”.
 - e. In the extracted text of “Issuer,” user will type the issuer that is indicated in the COO requirements or select that text using Click-to-Pick.
 - f. The user should then group this field together as a “child” with “Required Document – Certificate of Origin” appearing as the “parent.” So, this field will be the child of “Required Document – Certificate of Origin” and the grandchild of LC 46A.
 - g. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 46A - Documents Required	1. BENEFICIARY'S MANUALLY SIGNED COMMERCIAL INVOICE FOR 100 PCT C		
Required Document	CERTIFICATE OF ORIGIN		
Issuer	CHAMBER OF COMMERCE		

3. On the Certificate of Origin, an annotation should be extracted for “Issued By”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issued By”.
 - b. In the extracted text of this field the user will type the issuer or select that text using Click-to-Pick.

Consignee Check

Rule ID: DC-DL-40

Description: The consignee field on a transport document should be in accordance with the Letter of Credit requirements.

Class: Document to LC comparison

Normalization: [Company Name, Country](#)

Fields and Labels

	Letter of Credit	Applicable Transport Documents
Parent	46A - Documents Required	Consignee
Child	Required Document	Consignee Name Consignee Country
Grandchild	Consignee	
Great Grandchild	Consignee Name	

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Courier Receipt (CR)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Certificate of Posting (COP)
12. Delivery Note (DLN)

Logic:

IF the Consignee Name and/or Consignee Country annotation on an applicable document **does not exactly equal** the Consignee Name and/or Consignee Country indicated in LC 46A

THEN Consignee Name and/or Consignee Country on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".

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- a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
1. For each transport document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Consignee” and two “great grandchild” annotations should be extracted for “Consignee Name” and “Consignee Country”. If these annotations are not automatically extracted, the user should do the following:
- a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the transport document label (i.e. Bill of Lading, Air Waybill, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, a new field should be added as a child of “Required Document” – this should be done before assigning a field label.
 - e. Once the field is grouped together as a child of “Required Document” the user should add the label “Consignee”.
 - f. In the extracted text of this field, user will type the consignee information or select that text using Click-to-Pick.
 - g. Children annotations should then automatically be extracted for “Consignee Name” and “Consignee Country”.
 - h. If they are not automatically extracted, a new field should be added with the label “Consignee Name”.
 - i. In the extracted text of this field, user will type the consignee’s name or select that text using Click-to-Pick.
 - j. The user should group this field together as a “child” of “Consignee”.
 - k. Steps H-J should be repeated for “Consignee Country”.
 - l. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
46A - Documents Required	x ▾ 1. SIGNED COMMERCIAL INVOICE IN ORIGINAL AND	green icon	red trash icon
Required Document	x ▾ BILL OF LADING	red icon	red trash icon
Consignee	x ▾ SUNTRADE BANK, 2190 CARMEL VALLEY ROAD, DEI	red icon	red trash icon
Consignee Country	x ▾ USA	red icon	red trash icon
Consignee Address	x ▾ 2190 CARMEL VALLEY ROAD, DEL MAR, CA 92014 U	red icon	red trash icon
Consignee Name	x ▾ SUNTRADE BANK	red icon	red trash icon

2. On all other applicable documents, an annotation should be extracted for “Consignee”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee”.
 - b. In the extracted text of this field, the user will type the consignee information or select that text using Click-to-Pick.
3. Under the abovementioned annotation, two child annotations should be extracted for “Consignee Name” and “Consignee Country”.

- a. If these annotations are not automatically extracted, two new fields should be added with the labels “Consignee Name” and “Consignee Country”.
- b. In the extracted text of these fields the user will type the consignee’s name and country or select that text using Click-to-Pick.

These fields should then each be grouped together as “children” with “Consignee” appearing as the “parent”.

Consignee Check (Certificates)

Rule ID: DC-DL-18

Description: If Consignee requirements in the LC are as follows:

- To order
- To (the) order of shipper
- To (the) order of issuing bank
- To (the) order of nominated bank
- To (the) order of negotiating bank
- Issuing bank

Then Consignee information on all applicable Certificate documents cannot be the Beneficiary or anyone other than Applicant, Issuing Bank, Nominated Bank or Negotiating Bank.

Class: Document to LC comparison

Normalization: [Company Name](#)

Fields and Labels

	Letter of Credit	Applicable Certificate Documents
Parent	Beneficiary Name	Consignee
Parent	Applicant Name	Consignee Name
Parent	Issuing Bank Name	N/A
Parent	Nominated Bank Name	N/A
Parent	Negotiating Bank Name	N/A
Parent	46A - Documents Required	N/A
Child	Required Document	N/A
Grandchild	Consignee	N/A
Great Grandchild	Consignee Name	N/A

Note: If the LC requirements mention a specific entity other than what is mentioned above, then this rule is not applicable.

Applicable Common Document Types:

1. Certificate of Origin (COO)
2. Inspection Certificate (INSC)
3. Sanitary Certificate (SANC)
4. Health Certificate (HCERT)
5. Fumigation Certificate (FCERT)

Logic:

IF Consignee on an applicable document **does not match** Applicant, Issuing Bank, Nominated Bank or Negotiating Bank listed on the LC **AND** Consignee requirements in the LC are Issuing Bank, To Order or To Order of Shipper/Issuing Bank/Nominated Bank/Negotiating Bank

THEN Consignee Name on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For each certificate document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Consignee” and a “great grandchild” annotation should be extracted for “Consignee Name”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the certificate document label (i.e. Certificate of Origin, Health Certificate, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, a new field should be added as a child of “Required Document” – this should be done before assigning a field label.
 - e. Once the field is grouped together as a child of “Required Document” the user should add the label “Consignee”.
 - f. In the extracted text of this field, user will type the consignee information or select that text using Click-to-Pick.
 - g. Children annotations should then automatically be extracted for “Consignee Name” and all other applicable information.
 - h. If they are not automatically extracted, a new field should be added with the label “Consignee Name”.
 - i. In the extracted text of this field, user will type the consignee’s name or select that text using Click-to-Pick.
 - j. The user should group this field together as a “child” of “Consignee”.
 - k. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
47A - ADDITIONAL CONDITIONS	1. INVOICES IN EXCESS OF DRAFT AMOUNT ARE NOT ACCEPTABLE. 2. THIRD PARTY BILL OF LADING ARE NOT		
46A - DOCUMENTS REQUIRED	SHOWING OUR LC NO. 3037IMU000136519 AND DATE 25/03/2019. 2. SIGNED COMMERCIAL INVOICE IN TRIPLEX		
REQUIRED DOCUMENT	CERTIFICATE OF ORIGIN		
CONSIGNEE	ISSUING BANK		
CONSIGNEE NAME	BANK BANK LIMITED		
CONSIGNEE ADDRESS	222 BANK LANK, SAN DIEGO, USA		
CONSIGNEE COUNTRY	USA		

3. Step 1 above should be completed for Beneficiary, Applicant, Issuing Bank, Nominated Bank and Negotiating Bank.
4. On all other applicable documents, an annotation should be extracted for “Consignee”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee”.
 - b. In the extracted text of this field, the user will type the consignee information or select that text using Click-to-Pick.
5. Under the abovementioned annotation, a child annotation should be extracted for “Consignee Name”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee Name”.
 - b. In the extracted text of this field the user will type the consignee’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Consignee” appearing as the “parent”.

Consignee Type Check (TDocs, Straight Consignment)

Rule ID: DC-DL-40

Description: If the Consignee indicated on the Letter of Credit specifies an entity directly (i.e. NOT "to order"), then the Consignee on the Transport Document must also specify an entity directly.

Class: Document to LC comparison

Normalization: Company Name

Fields and Labels

	Letter of Credit	Applicable Transport Documents
Parent	46A - Documents Required	Consignee
Child	Required Document	
Grandchild	Consignee	

Note: This rule's discrepancy is flagged on the parent level, concerned only with "To Order of" (or lack thereof). The child annotations of Consignee Name and Consignee Country are evaluated in a separate rule, "Consignee Details Check".

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Air Waybill (AWB)
7. Railroad Transport Document (RRTD)
8. Sea Waybill (SWBILL)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF the Consignee annotation on an applicable document **indicates "To Order"** or its variations **but the LC does not**

THEN the Consignee annotation on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".

- a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
- b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For each transport document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Consignee” and one “great grandchild” annotation should be extracted for “Consignee Name”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the transport document label (i.e. Bill of Lading, Air Waybill, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, a new field should be added as a child of “Required Document” – this should be done before assigning a field label.
 - e. Once the field is grouped together as a child of “Required Document” the user should add the label “Consignee”.
 - f. In the extracted text of this field, user will type the consignee information or select that text using Click-to-Pick.
 - g. A child annotation should then automatically be extracted for “Consignee Name”.
 - h. If it is not automatically extracted, a new field should be added with the label “Consignee Name”.
 - i. In the extracted text of this field, user will type the consignee’s name or select that text using Click-to-Pick.
 - j. The user should group this field together as a “child” of “Consignee”.
 - k. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
46A - Documents Required	x ▾ 1. SIGNED COMMERCIAL INVOICE IN ORIGINAL AND	green	trash
Required Document	x ▾ BILL OF LADING	red	trash
Consignee	x ▾ SUNTRADE BANK, 2190 CARMEL VALLEY ROAD, DEI	red	trash
Consignee Country	x ▾ USA	red	trash
Consignee Address	x ▾ 2190 CARMEL VALLEY ROAD, DEL MAR, CA 92014 U	red	trash
Consignee Name	x ▾ SUNTRADE BANK	red	trash

3. On all other applicable documents, an annotation should be extracted for “Consignee”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee”.
 - b. In the extracted text of this field, the user will type the consignee information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, a child annotation should be extracted for “Consignee Name”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee Name”.

- b. In the extracted text of this field the user will type the consignee's name or select that text using Click-to-Pick.
- c. This field should then be grouped together as a "child" with "Consignee" appearing as the "parent".

Consignee (To Order of Entity)

Rule ID: DC-DL-41

Description: If the Consignee indicated on the Letter of Credit is “To Order of” an entity, then the Consignee on the Transport Document must also be “To Order of” an entity.

Class: Document to LC comparison

Normalization: Company Name

Fields and Labels

	Letter of Credit	Applicable Transport Documents
Parent	46A - Documents Required	Consignee
Child	Required Document	
Grandchild	Consignee	

Note: This rule’s discrepancy is flagged on the parent level, concerned only with “To Order of” (or lack thereof). The child annotations of Consignee Name and Consignee Country are evaluated in a separate rule, “[Consignee Check](#)”.

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Courier Receipt (CR)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Certificate of Posting (COP)
12. Delivery Note (DLN)

Logic:

IF the Consignee annotation on an applicable document **indicates “To Order” or its variations but the LC does not**

THEN the Consignee annotation on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For each transport document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Consignee” and one “great grandchild” annotation should be extracted for “Consignee Name”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the transport document label (i.e. Bill of Lading, Air Waybill, etc.) or select that text using Click-to-Pick
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, a new field should be added as a child of “Required Document” – this should be done before assigning a field label.
 - e. Once the field is grouped together as a child of “Required Document” the user should add the label “Consignee”
 - f. In the extracted text of this field, user will type the consignee information or select that text using Click-to-Pick.
 - g. A child annotation should then automatically be extracted for “Consignee Name”.
 - h. If it is not automatically extracted, a new field should be added with the label “Consignee Name”.
 - i. In the extracted text of this field, user will type the consignee name or select that text using Click-to-Pick
 - j. The user should group this field together as a “child” of “Consignee”.
 - k. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
47A - ADDITIONAL CONDITIONS	1. INVOICES IN EXCESS OF DRAFT AMOUNT ARE NOT ACCEPTABLE. 2. THIRD PARTY BILL OF LADING ARE NOT		
46A - DOCUMENTS REQUIRED	SHOWING OUR LC NO. 3037IMU000136519 AND DATE 25/03/2019. 2. SIGNED COMMERCIAL INVOICE IN TRIPLEX		
REQUIRED DOCUMENT	BILLS OF LADING		
CONSIGNEE	TO ORDER OF COMPANY, 555 COMPANY STREET, TORONTO ONTARIO		
CONSIGNEE COUNTRY	UNITED STATES OF AMERICA		
CONSIGNEE ADDRESS	555 COMPANY STREET, TORONTO ONTARIO		
CONSIGNEE NAME	COMPANY		

3. On all other applicable documents, an annotation should be extracted for “Consignee”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee”.
 - b. In the extracted text of this field, the user will type the consignee information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, a child annotation should be extracted for “Consignee Name”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee Name”.
 - b. In the extracted text of this field the user will type the consignee’s name or select that text using Click-to-Pick.

- c. This field should then be grouped together as a “child” with “Consignee” appearing as the “parent”.

Container Loading Mark Check (TDoc-to-LC)

Rule ID: DC-DD-41

Description: Transport documents must bear the same container loading mark(s) as required by the Letter of Credit.

Class: Document to LC comparison

Normalization: [Container Loading Mark](#)

Fields and Labels

	Letter of Credit		Applicable Documents
Parent	46A - Documents Required	47A – Additional Conditions	Container Loading Mark
Child	Required Document	Document(s)	
Grandchild	Container Loading Mark	Container Loading Mark	

List of supported values for Container Loading Mark annotation:

FCL/FCL	LCL/FCL	CY/CY
LCL/LCL	FCL	full container load
FCL/LCL	LCL	less than full container load

Applicable Common Document Types:

Letter of Credit (LC) compared against the following transport documents:

1. Air Waybill (AWB)
2. Bill of Lading (BOL)
3. Cargo Receipt (CRCPT)
4. Certificate of Posting (COP)
5. Charter-Party Bill of Lading (CPBOL)
6. Delivery Note (DLN)
7. Multimodal Bill of Lading (MBOL)
8. Non-Negotiable Sea Waybill (NNSWB)
9. Railroad Transport Document (RRTD)
10. Road Transport Document (CMR)
11. Sea Waybill (SWBILL)

Logic:

IF the Container Loading Mark annotation on an applicable document **does not equal** the Container Loading Mark indicated in LC 46A or LC 47A

THEN Container Loading Mark on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For each target document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Container Loading Mark”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document” the user will type the document label (i.e. Bill of Lading, Cargo Receipt, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. A new field should be added with the label “Container Loading Mark” as a child of “Required Document”.
 - e. In the extracted text of this field, user will type the document title or select that text using Click-to-Pick.
3. On the Letter of Credit, an annotation should be extracted for “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
4. If LC 47A indicates a container loading mark requirement, a new field should be added with the label “Document(s)”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Document(s)” as child of “47A – Additional Conditions”.
 - b. In the extracted text of “Document(s)”, user will type the required documents or select that text using Click-to-Pick.
5. If LC 47A indicates a document title requirement, a new field should be added with the label “Container Loading Mark”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Container Loading Mark as child of “Document(s)”.
 - b. In the extracted text of “Container Loading Mark”, user will type the required title or select that text using Click-to-Pick.
6. On all target documents, an annotation should be extracted for “Container Loading Mark”.
 - a. In the extracted text of this field, the user will type the container loading mark from the document or select that text using Click-to-Pick.

Container Number Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-32

Description: Container number(s) must match with container number(s) across all other documents within a document set.

Class: Document to document comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Transport Document	All Other Applicable Documents
Parent	Container Numbers	Container Numbers

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Cover Letter (COV)
3. Draft (DRFT)
4. Packing List (PKL)
5. Multimodal Bill of Lading (MBOL)
6. Bill of Lading (BOL)
7. Charter Party Bill of Lading (CPBOL)
8. Non-Negotiable Seaway Bill (NNSWB)
9. Air Waybill (AWB)
10. Railroad Transport Document (RRTD)
11. Cargo Receipt (CRCPT)
12. Cargo Manifest (CMAN)
13. Certificate of Insurance (COI)
14. Certificate of Origin (COO)
15. Certificate of Quality (CQUAL)
16. Certificate of Quantity (CQTY)
17. Proforma Invoice (PFINV)
18. Beneficiary Letter (BENL)
19. Shipper's Certificate (SC)

Logic:

IF the Container numbers on an applicable document **does not exactly match** the container numbers mentioned on another applicable document

THEN Container Numbers is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for "Container Numbers".

- a. If this annotation is not automatically extracted, a new field should be added with the label "Container Numbers".
- b. In the extracted text of this field the user will type the container number(s) or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Container Numbers".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Container Numbers".
 - b. In the extracted text of this field the user will type the container number(s) or select that text using Click-to-Pick.

Contract Date Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-33

Description: “Contract Date” must match with Contract Date(s) across all other documents within a document set.

Class: Document to document comparison

Normalization: [Date](#)

Fields and Labels

All Applicable Documents	
Parent	Contract Date

Applicable Common Document Types:

All document types are applicable.

Logic:

IF Contract Date on an applicable document **does not exactly match** the Contract Date(s) mentioned on another applicable document

THEN Contract Date is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Contract Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Contract Date”.
 - b. In the extracted text of this field the user will type the Contract Date(s) or select that text using Click-to-Pick.

Currency Code Check (Doc-to-LC)

Rule ID: DC-DL-14, DC-DL-58

Description: The currency code indicated on the Letter of Credit should match the currency code indicated on the Invoice and Insurance Document

Class: Document to LC comparison

Normalization: [Currency](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	LC32B – Currency Code, Amount	Currency or Amount

Applicable Common Document Types:

Invoices:

1. Invoice (INV)
2. Proforma Invoice (PFINV)

Insurance Documents:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Logic:

IF the currency code indicated in the Amount and/or Currency annotation on an applicable document **does not match** the currency code indicated in LC32B – Currency Code, Amount

THEN Amount and/or Currency is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC32B – Currency Code Amount”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC32B – Currency Code Amount”.
 - b. In the extracted text of this field, the user will type the currency code or select that text using Click-to-Pick.

2. On all other applicable documents, an annotation should be extracted for “Currency” (the annotation “Amount” will also work for this rule if the currency code is indicated within the amount).
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Currency”.
 - b. In the extracted text of this field the user will type the currency code or select that text using Click-to-Pick.

Customary Insurance Risks Check (Doc-to-LC)

Rule ID: DC-DL-60

Description: If the Letter of credit 46A indicates USUAL RISKS / CUSTOMARY RISKS, then the applicable document(s) can indicate any risk coverage.

Class: Document to LC comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Letter of Credit	Insurance Documents
Parent	46A	Insurance Coverage Details
Child	Required Document	
Grandchild	Risk Coverage Details	

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Logic:

IF the Letter of Credit 46A indicates USUAL RISKS / CUSTOMARY RISKS and the applicable documents contains any description of risks

THEN **no discrepancy** must be triggered

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. If LC 46A indicates any required documents, a “child” field should be automatically extracted for each document listed, with the label “Required Document”.
 - a. If these annotations are not automatically extracted, new fields should be added with the label “Required Document”.

- b. In the extracted text of “Required Document,” user will type out the document type or select that text using Click-to-Pick.
- c. These fields should then be grouped together one at a time as “children” with LC 46A appearing as the “parent”.
- d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 46A - Documents Required	1. BENEFICIARY'S MANUALLY SIGNED COI	🌡️	-trash
Required Document	BENEFICIARY CERTIFICATE	🌡️	-trash
Required Document	CERTIFICATE OF ORIGIN	🌡️	-trash
Required Document	BILL OF LADING	🌡️	-trash
Required Document	INVOICE	🌡️	-trash
Required Document	SHIPPING CERTIFICATE	🌡️	-trash
Required Document	PACKING LIST	🌡️	-trash
Required Document	CERTIFICATE OF INSURANCE	🌡️	-trash

- 3. If any of the required documents are one of the applicable insurance documents, a child of “Required Document” should be added with the label “Risk Coverage Details”.
 - a. In the extracted text of this field the user should type “Usual Risks” or “Customary Risks” or select that text using Click-to-Pick.
- 4. On all other applicable documents, an annotation should be extracted for “Insurance Coverage Details”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Insurance Coverage Details”.
 - b. In the extracted text of this field the user will type the insurance coverage details or select that text using Click-to-Pick.

Data Indication – Not Allowed

Rule ID: DC-DI-35

Description: If the Letter of Credit states that a particular data point(s) must **not** be indicated on any specified documents, that data point must **not** appear on the specified documents only.

Class: Document to LC comparison

Normalization: All types applicable.

Fields and Labels

	Letter of Credit	Any Applicable Document
Parent	47A – Additional Conditions	Any applicable label*
Child	Document(s)*	
Grandchild	Documents Exception	
Great-Grandchild	Any applicable label*	

*Note: There are various data points that may be applicable in this scenario.

Applicable Common Document Types:

Any document types are applicable.

Logic:

IF a data point is indicated as a child label to the Documents Exception on the LC, and that data point **does appear** on the document(s) indicated by the LC,

THEN the data point is highlighted on the K-Matrix as a **discrepancy**.

Process:

To ensure that this rule will run properly please complete the following on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “47A Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
2. If LC 47A indicates required document(s) or all documents **not** to indicate a specified data point, while for the other documents such a data indication is allowed, a “child” field should be automatically extracted with the label “Document(s)”, and a “grandchild” field should be automatically extracted with the label “Documents Exception”. A “great-grandchild” field should be automatically extracted

with the label equal to the above-mentioned data point. If these annotations are not automatically extracted, the user should do the following:

- a. A new field should be added as a “child” of 47A with the label “Document(s).”
 - b. In the extracted text of “Document(s)” the user will type the indicated document(s) names or select that text using Click-to-Pick.
 - c. A new field should be added as a “child” of “Document(s)” with the label “Documents Exception”.
 - d. In the extracted text of “Documents Exception”, the user will type the document name that is an exception or select that text using Click-to-Pick.
 - e. A new field should be added as a “child” of “Documents Exception” with the label equal to the prohibited data point.
3. On all other applicable documents, an annotation should be extracted for the specified data point if it is indicated on the document. For example, if the LC indicates that “Issue Date” must **not** appear on every document except X, then every document except X must **not** contain an extraction with the label “Issue Date” number, while X can contain any or no extractions with the label “Issue Date”. **Note that a required data indication may be applicable to any number of labels as specified by the Letter of Credit.**

Data Indication – Specific

Rule ID: DC-DD-38

Description: Any data point specified as required on the Letter of Credit must appear on the document(s) indicated by the LC, **and** its value must **exactly match** the value as it appears on the LC.

Class: Document to LC comparison

Normalization: All types applicable.

Fields and Labels

	Letter of Credit	Any Applicable Document
Parent	46A – Documents Required	Any applicable label*
Child	Required Document	
Grandchild	Any applicable label*	
Parent	47A – Additional Conditions	
Child	Document(s)	
Grandchild	Any applicable label*	

*Note: There are various data points that may be applicable in this scenario.

Applicable Common Document Types:

Any document types are applicable.

Logic:

IF a data point is indicated as a Requirement on the LC, and that data point **does not appear** on the document(s) indicated by the LC, **AND** the data point (value) **does not exactly match** the value as it appears on the LC,

THEN the data point is highlighted on the K-Matrix as a **discrepancy**.

Process:

To ensure that this rule will run properly please complete the following on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “46A – Documents Required” and/or “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “46A – Documents Required” and/or “47A – Additional Conditions”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A/LC 47A or select that text using Click-to-Pick.
2. If LC 46A/47A indicates a required document(s) or all documents **and** a required data indication on the document(s), a “child” field should be automatically extracted with the label “Required

Document" (46A) or "Document(s)" (47A). A "grandchild" field should be automatically extracted with any applicable label (i.e. the name of the data point). If these annotations are not automatically extracted, the user should do the following:

- a. A new field should be added as a "child" of 46A with the label "Required Document" and/or 47A with the label "Document(s)".
 - b. In the extracted text of "Required Document"/"Document(s)", the user will type the indicated document(s) names or select that text using Click-to-Pick.
 - c. A new field should be added as a "child" of "Required Document" / "Document(s)" with any applicable label (ex. "Port of Discharge", "Contract Date", "Issuing Bank", etc.)
 - d. In the extracted text of the applicable label, the user will type the indicated data point that is required or select that text using Click-to-Pick.
3. On all other applicable documents, an annotation should be extracted for the specified data point. For example, if the LC indicates that "Contract Date" must appear on every document, then every document should contain an extraction with the label "Contract Date". **Note that a required data indication may be applicable to any number of labels as specified by the LC.**
 - a. If this annotation is not automatically extracted, a new field should be added with the label pertaining to the data point as indicated by the LC.
 - b. In the extracted text of this field the user will type the applicable data point or select that text using Click-to-Pick.

Data Indication – Unspecific

Rule ID: DC-DD-42

Description: Any data point specified as required on the Letter of Credit must appear on the document(s) indicated by the LC.

Class: Document to LC comparison

Normalization: All types applicable.

Fields and Labels

	Letter of Credit	Any Applicable Document
Parent	46A – Documents Required	Any applicable label*
Child	Required Document	
Grandchild	Requirement	
Parent	47A – Additional Conditions	
Child	Document(s)	
Grandchild	Requirement	

*Note: There are various data points that may be applicable in this scenario.

Applicable Common Document Types:

All document types are applicable.

Logic:

IF a data point is indicated as a Requirement on the LC, and that data point **does not appear** on the document(s) indicated by the LC,

THEN the missing data point is highlighted on the Decision Summary as a **discrepancy**.

Process:

To ensure that this rule will run properly please complete the following on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “46A Documents Required” and/or “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “46A – Documents Required” and/or “47A – Additional Conditions”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A/LC 47A or select that text using Click-to-Pick.
2. If LC 46A/47A indicates a required document(s) or all documents **and** a required data indication on the document(s), a “child” field should be automatically extracted with the label “Required”

Document" (46A) or "Document(s) (47A), and a "grandchild" field should be automatically extracted with the label "Requirement". If these annotations are not automatically extracted, the user should do the following:

- a. A new field should be added as a "child" of 46A with the label "Required Document" and/or 47A with the label "Document(s)".
 - b. In the extracted text of "Required Document" / "Document(s)", the user will type the indicated document(s) names or select that text using Click-to-Pick.
 - c. A new field should be added as a "child" of "Required Document" / "Document(s)" with the label "Requirement".
 - d. In the extracted text of "Requirement", the user will type the indicated data point that is required or select that text using Click-to-Pick.
3. On all other applicable documents, an annotation should be extracted for the specified data point. For example, if the LC indicates that "Contract Date" should appear on every document, then every document should contain an extraction with the label "Contract Date". **Note that a required data indication may be applicable to any number of labels as specified by the LC.**
 - a. If this annotation is not automatically extracted, a new field should be added with the label pertaining to the data point as indicated by the LC.
 - b. In the extracted text of this field the user will type the applicable data point or select that text using Click-to-Pick.

Description of Goods (Contract Date Check)

Rule ID: DC-DL-71

Description: Every reference to "Contract Date" in all applicable documents should match the "Contract Date" annotation in LC 45A.

Class: Document to LC comparison

Normalization: [Date](#)

Fields and Labels

	Letter of Credit	All Other Documents
Parent	45A - Description of Goods	Contract Number
Child	Contract Number	Contract Date
Grandchild	Contract Date	

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Invoice (INV)
3. Packing List (PKL)
4. Multimodal Bill of Lading (MBOL)
5. Bill of Lading (BOL)
6. Charter Party Bill of Lading (CPBOL)
7. Non-Negotiable Seaway Bill (NNSWB)
8. Air Waybill (AWB)
9. Railroad Transport Document (RRTD)

Logic:

IF the Contract Date annotation on an applicable document **does not exactly equal** LC 45A
THEN Contract Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 45A – Descriptions of Goods and/or Services". *
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 45A – Descriptions of Goods and/or Services".
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.

2. If LC 45A indicates a contract number, a “child” field should be automatically extracted with the label “Contract Number” and a “grandchild” field should be extracted with the label “Contract Date”. If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label “Contract Number”.
 - b. In the extracted text of “Contract Number,” the user will type in the contract number or extract that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 45A appearing as the “parent”.
 - d. A new field should be added with the label “Contract Date”.
 - e. In the extracted text of this field, user will type the contract date or select that text using Click-to-Pick.
 - f. This field should then be grouped together as a “child” with the abovementioned “Contract Number” field appearing as the “parent”. So, this field will be the child of “Contract Number” and the grandchild of LC 45A.
 - g. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
45A - Descriptions of Goods an... × ▾	PO NO.LA002576 STYLE NO.C1084 LABEL : COTTC		
Contract Number	123456789		
Contract Date	JAN 5, 2019		

3. On all other applicable documents, an annotation should be extracted for “Description of Goods”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
4. If the description of goods contains a contract number, a “child” field should be automatically extracted with the label “Contract Number” and a “grandchild” field should be extracted with the label “Contract Date”. If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label “Contract Number”.
 - b. In the extracted text of “Contract Number,” the user will type in the contract number or extract that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with “Description of Goods” appearing as the “parent”.
 - d. A new field should be added with the label “Contract Date”.
 - e. In the extracted text of this field, user will type the contract date or select that text using Click-to-Pick.
 - f. This field should then be grouped together as a “child” with the abovementioned “Contract Number” field appearing as the “parent”. So, this field will be the child of “Contract Number” and the grandchild of “Description of Goods”.

*Note: Merchandise Wizard is also available for the “Description of Goods” and “45A – Description of Goods and Services” annotations.

Description of Goods (Contract Number Check)

Rule ID: DC-DL-72

Description: Every reference to “Contract Number” in all applicable documents should match the “Contract Number” annotation in LC 45A.

Class: Document to LC comparison

Normalization: [ID Number](#)

Fields and Labels

	Letter of Credit	Applicable Transport Documents
Parent	45A - Description of Goods and/or Services	Contract Number
Child	Contract Number	

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Invoice (INV)
3. Packing List (PKL)
4. Multimodal Bill of Lading (MBOL)
5. Bill of Lading (BOL)
6. Charter Party Bill of Lading (CPBOL)
7. Non-Negotiable Seaway Bill (NNSWB)
8. Air Waybill (AWB)
9. Railroad Transport Document (RRTD)

Logic:

IF the Contract Number annotation on an applicable document **does not exactly equal** LC 45A
THEN Contract Number is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 45A – Descriptions of Goods and/or Services”. *****
 - a. If either of these annotations are not automatically extracted, a new field should be added with the label “LC 45A – Descriptions of Goods and/or Services”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.
2. If LC 45A indicates a contract number, a new field should be added with the label “Contract Number”.

- a. In the extracted text of this field, user will type the contract number or select that text using Click-to-Pick.
- b. This field should then be grouped together as a “child” with LC 45A appearing as the “parent”.
- c. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 45A - Latest Date of Shipment X	2020/11		
LC 45A - Descriptions of Goods... X	+TERMS OF PRICE : FOB INDIA PORT +COUNTRY OF O		
Contract Number	x 3401256		

3. On all other applicable documents, an annotation should be extracted for “Description of Goods”.
 - a. If either of these annotations are not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
4. If the description of goods indicates a contract number, a new field should be added with the label “Contract Number”.
 - a. In the extracted text of this field, user will type the contract number or select that text using Click-to-Pick.
 - b. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.

*Note: Merchandise Wizard is also available for the “Description of Goods” and “45A – Description of Goods and Services” annotations.

Description of Goods (Delivery Terms Check)

Rule ID: DC-DL-28

Description: Every reference to “Delivery Terms” in all applicable documents should match the “Delivery Terms” annotation in LC 45A.

Class: Document to LC comparison

Normalization: [Delivery Terms](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	45A - Description of Goods and/or Services	Description of Goods
Child	Delivery Terms (Incoterms)	Delivery Terms

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Invoice (INV)
3. Packing List (PKL)
4. Multimodal Bill of Lading (MBOL)
5. Bill of Lading (BOL)Charter Party Bill of Lading (CPBOL)
6. Non-Negotiable Seaway Bill (NNSWB)
7. Air Waybill (AWB)
8. Railroad Transport Document (RRTD)

Logic:

IF the Delivery Terms annotation on an applicable document **does not exactly equal** LC 45A
THEN Delivery Terms is highlighted on the K-Matrix as a **discrepancy**

Limitations: Delivery terms include the Incoterm and place specified in LC45A and in each document. Delivery terms will accept a range of geographical locations specified as “ANY CITY IN” or “ANY XYZ CITY”. The place comparisons for the comparisons are:

LC45A	INV/PKL/Transport
City, Country	City, Country
Any Place in Country	City, Country

Delivery terms accepts the following Incoterms:

- Incoterms 2020 – EXW, FCA, FAS, FOB, CPT, CFR, CIF, CIP, DPU, DAP, DDP
- Incoterms 2010 – EXW, FCA, FAS, FOB, CPT, CFR, CIF, CIP, DAT, DAP, DDP

Delivery terms will be compared using normalized tuples. Each tuple is comprised of (incoterm, city, country, continent, incoterm version). Comparisons are valid using only the incoterm and country. However, all locations specified in any invoice, packing list, or transport document must be more

specific than the location specified in the LC. If the incoterms version is specified in the LC it must be present in all the other documents.

For example, if 45A includes the content:

FOB, ANY CITY IN U.S., (INCOTERMS 2010)

It will be represented in the UI as:

FOB, <NO_CITY>, UNITED STATES OF AMERICA, NORTH AMERICA, INCOTERMS 2010

If it is compared to the delivery terms specified in the bill of lading below:

fob, new york, united states of america, incoterms 2010

It will not yield a discrepancy. However, if the LC has the more specific location than the bill of lading it will yield a discrepancy.

Future updates will include:

- Verifying minimum delivery terms are provided.
- Verifying non-LC documents contain one of a list of places specified in the LC.
- Adding ports to the specification of a place in addition to city and country.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 45A – Descriptions of Goods and/or Services”. *
 - a. If either of these annotations are not automatically extracted, a new field should be added with the label “LC 45A – Descriptions of Goods and/or Services”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.
2. If LC 45A indicates contains a contract number, a new field should be added with the label “Delivery Terms (Incoterms)”.
 - a. In the extracted text of this field, user will type the delivery terms or select that text using Click-to-Pick.
 - b. This field should then be grouped together as a “child” with LC 45A appearing as the “parent”.
 - c. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 45A - Descriptions of Goods... × ▾	ITEMS TO BE DELIVERED TO SITE: ITEM MODEL QUAN		
Delivery Terms (Incoterms) × ▾	PRICE TERM:CIF SHANGHAI,CHINA		

3. On all other applicable documents, an annotation should be extracted for “Description of Goods”.
 - a. If either of these annotations are not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
4. If the description of goods indicates a contract number, a new field should be added with the label “Delivery Terms (Incoterms)”.
 - a. In the extracted text of this field, user will type the delivery terms or select that text using Click-to-Pick.
 - b. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.

*Note: Merchandise Wizard is also available for the “Description of Goods” and “45A – Description of Goods and Services” annotations.

Description of Goods (Single Merchandise)

Rule ID: DC-DL-32

Description: Every reference to "Merchandise" in all applicable documents should match the "Merchandise" annotation in LC 45A.

Class: Document to LC comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	45A - Description of Goods	Description of Goods
Child	Merchandise	Merchandise

Applicable Common Document Types (See [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Invoice (INV)
3. Packing List (PKL)
4. Multimodal Bill of Lading (MBOL)
5. Bill of Lading (BOL)
6. Charter Party Bill of Lading (CPBOL)
7. Non-Negotiable Seaway Bill (NNSWB)
8. Air Waybill (AWB)
9. Railroad Transport Document (RRTD)

Logic:

IF the Merchandise annotation on an applicable document **does not exactly equal** LC 45A
THEN Merchandise is highlighted on the K-Matrix as a **discrepancy**

Limitations:

- Merchandise description should be exact.
- There can only be one field per annotation type, i.e. there cannot be two or more "Merchandise" annotations grouped with that "parent." Currently, you should delete the extra annotations that are not being used for rules comparison.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 45A – Descriptions of Goods and/or Services".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 45A – Descriptions of Goods and/or Services".

- b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.
- 2. If LC 45A indicates a merchandise description, a new field should be added with the label "Merchandise".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Merchandise".
 - b. In the extracted text of "Merchandise", user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a "child" with LC 45A appearing as the "parent".
 - d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 45A - Descriptions of Goods... X ▾	+TERMS OF PRICE : FOB INDIA PORT +COUN		
Merchandise	MODEL KKIAA 500 ENGINE DRIVE WITH ACCI		

- 3. On all other applicable documents, an annotation should be extracted for "Description of Goods".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Description of Goods".
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
- 4. If the description of goods indicates a merchandise description, a new field should be added with the label "Merchandise".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Merchandise".
 - b. In the extracted text of "Merchandise", user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a "child" with "Description of Goods" appearing as the "parent".

Description of Goods (Quantity – No Partial Shipments)

Rule ID: DC-DL-20

Description: Every reference to quantity on the Invoice should match the quantity annotations in LC 45A, taking into consideration tolerance and partial shipments requirements.

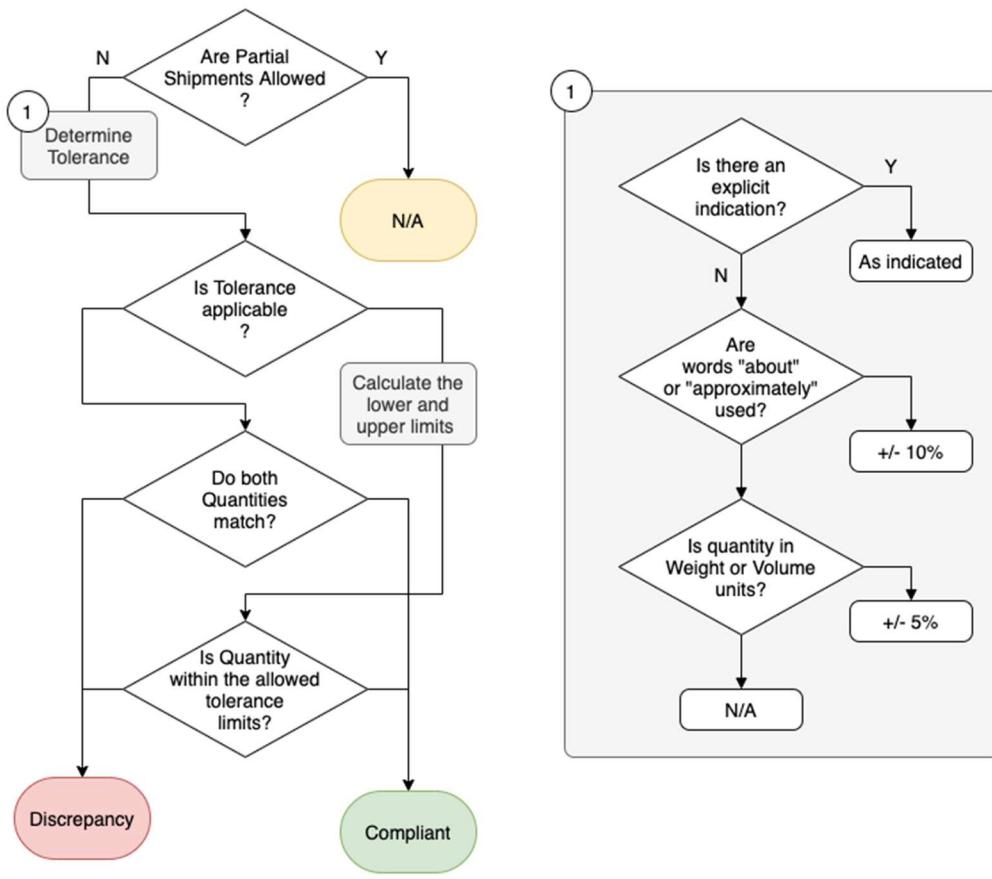
Class: Document to LC comparison

Normalization: Numeric

Fields and Labels

	Letter of Credit	Invoice
Parent	45A - Description of Goods	Description of Goods
Child	Quantity Tolerance	N/A
Child	Number of Pieces Total	Number of Pieces Total
Child	Number of Bundles Total	Number of Bundles Total
Child	Number of Coils Total	Number of Coils Total
Child	Number of Containers Total	Number of Containers Total
Child	Number of Packages Total	Number of Packages Total
Child	Number of Boxes Total	Number of Boxes Total
Child	Weight Total Net	Weight Total Net

Consideration of Partial Shipments and Tolerance



Applicable Common Document Types:

1. Invoice (INV)

Logic:

IF partial shipments are not allowed and the Quantity annotation on the Invoice **does not exactly equal** Quantity \pm tolerance indicated in LC 45A

THEN Quantity is highlighted on the K-Matrix as a **discrepancy**

Limitations:

- Rule is not applicable when partial shipments are effected;
- There can only be one field per annotation type, i.e. there cannot be two or more “Quantity” annotations under the same “parent” annotation in LC 45A. Currently, you should delete the extra annotations that are not being used for rules comparison;
- Only compares a single Invoice to the LC – does not consider more than one invoice in a presentation;

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 45A – Descriptions of Goods and/or Services”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 45A – Descriptions of Goods and/or Services”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.
2. If LC 45A indicates a merchandise quantity, a new field should be added with the appropriate label based on unit type (i.e. pieces, bundles, etc. – see Fields and Labels table above)
 - a. If this annotation is not automatically extracted, a new field should be added with the appropriate label.
 - b. In the extracted text of that annotation user will type the expected merchandise quantity or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 45A appearing as the “parent”.
 - d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
44C - LATEST DATE OF SHIP...	X 190419		
45A - DESCRIPTIONS OF GO...	X ZIRCON LTD. PREMIUM GRADE QUANTITY 27 MT AT USD 1600 PER MT AS PER BUNK KENYA ST. C SWIFT PROFORMA IN		
NUMBER OF PIECES TOTAL	X 20		

3. On all other applicable documents, an annotation should be extracted for “Description of Goods”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
4. If the description of goods indicates a merchandise quantity, a new field should be added with the appropriate label based on unit type (i.e. pieces, bundles, etc. – see Fields and Labels table above). Note: the label type in this extraction must be the same label type as indicated in the LC for the rule to run.
 - a. If this annotation is not automatically extracted, a new field should be added with the appropriate label.
 - b. In the extracted text of this annotation, user will type the expected merchandise quantity or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.

Document Issue Date Check (Doc-to-Doc)

Rule ID: DC-DD-30

Description: The Presentation Date on the Cover Letter must be greater than or equal to the Issue Date on all other applicable documents.

Class: Document to Cover Letter comparison

Normalization: [Date](#)

Fields and Labels

	Cover Letter	All Other Applicable Documents
Parent	Presentation Date	Issue Date

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Draft (DRFT)
2. Invoice (INV)
3. Packing List (PKL)
4. Multimodal Bill of Lading (MBOL)
5. Bill of Lading (BOL)
6. Non-Negotiable Seaway Bill (NNSWB)
7. Air Waybill (AWB)
8. Railroad Transport Document (RRTD)
9. Beneficiary Letter (BENL)

Logic:

IF the Issue Date on an applicable document **occurs before** the Presentation Date on the Cover Letter
THEN Issue Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Cover Letter, an annotation should be extracted for "Presentation Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Presentation Date".
 - b. In the extracted text of this field, the user will type the presentation date or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Issue Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Issue Date".
 - b. In the extracted text of this field the user will type the issue date or select that text using Click-to-Pick.

Documents Required Check

Rule ID: MD-DI-22, DC-DI-1

Description: All required documents listed in LC 46A must be included in the presentation.

Class: LC to Presentation comparison

Normalization: [Dictionary](#)

Fields and Labels

Letter of Credit	
Parent	46A - Documents Required
Child	Required Document

Note: Discrepancies for Required Documents are not listed in the K-Matrix, but rather you will find them at the end of the workflow in the Decision Summary. It will appear as follows:

Title	Information	Status
Document Discrepancy	Document type shipping certificate is not presented, UCP art.17(a)	Discrepancy
Document Discrepancy	Document type Beneficiary certificate is not presented, UCP art.17(a)	Discrepancy
Document Discrepancy	Document type packing list is not presented, UCP art.17(a)	Discrepancy

Comparison Type: Document Check

Applicable Common Document Types: Letter of Credit

Logic:

IF any required document mentioned in LC 46A **does not appear** within the presentation
THEN that required document type is listed on the Decision Summary screen as a **discrepancy**

Limitations:

- TradeSun recognizes any document type that is currently listed in the dropdown list on the "Document Classification" screen. If LC 46A mentions a document type that is not in that list, TradeSun will not recognize it as a required document.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".

- a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. If LC 46A indicates any required documents, a “child” field should be automatically extracted for each document listed, with the label “Required Document”.
- a. If these annotations are not automatically extracted, new fields should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” user will type out the document type or select that text using Click-to-Pick.
 - c. These fields should then be grouped together one at a time as “children” with LC 46A appearing as the “parent”.
 - d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 46A - Documents Required	1. BENEFICIARYS MANUALLY SIGNED COI	高温	删除
Required Document	BENEFICIARY CERTIFICATE	高温	删除
Required Document	CERTIFICATE OF ORIGIN	高温	删除
Required Document	BILL OF LADING	高温	删除
Required Document	INVOICE	高温	删除
Required Document	SHIPPING CERTIFICATE	高温	删除
Required Document	PACKING LIST	高温	删除
Required Document	CERTIFICATE OF INSURANCE	高温	删除

Documents Required (Insurance Certificate)

Rule ID: MD-DL-22

Description: If LC 46A contains “Insurance Certificate”, then either a Certificate or a Policy may be presented.

Class: LC to Presentation comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Applicable Insurance Documents
Parent	LC 46A – Documents Required	N/A
Child	Required Document	N/A

Note: For all applicable documents, the rule checks the document classification, not any specific annotation

Applicable Common Document Types:

Insurance Documents that are accepted as an Insurance Certificate:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)

Insurance Documents that are not accepted as an Insurance Certificate and will flag a discrepancy:

1. Declaration Under an Open Cover (DUOC)
2. Insurance Cover Note (INSN)

Logic:

IF LC 46A calls for an INSURANCE CERTIFICATE and the presentation **does not contain** a Certificate of Insurance or a Marine Open Policy Certificate,

THEN Insurance Certificate is highlighted on the Decision Summary screen as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Document Classification screen, ensure that all document types are classified correctly.
2. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.

- b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
3. If LC 46A indicates any required documents, a “child” field should be automatically extracted for each document listed, with the label “Required Document”.
- a. If these annotations are not automatically extracted, new fields should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” user will type out the document type or select that text using Click-to-Pick.

Documents Required (Insurance Policy)

Rule ID: DC-DL-64

Description: If LC 46A contains “Insurance Policy” then a Policy must be presented.

Class: LC to Presentation comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Applicable Insurance Documents
Parent	LC 46A – Documents Required	N/A
Child	Required Documents	N/A

Note: For all applicable documents, the rule checks the document classification, not any specific annotation

Applicable Common Document Types:

Insurance Documents that are accepted as an Insurance Certificate:

1. Marine Open Policy Certificate (MOPC)
2. Insurance Policy (INSP)

Insurance Documents that are not accepted as an Insurance Certificate and will flag a discrepancy:

1. Certificate of Insurance (COI)
2. Declaration Under an Open Cover (DUOC)
3. Insurance Cover Note (INSN)

Logic:

IF LC 46A calls for an INSURANCE POLICY and the presentation **does not contain** a Marine Open Policy Certificate,

THEN Insurance Policy is highlighted on the Decision Summary screen as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Document Classification screen, ensure that all document types are classified correctly.
2. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.

- b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
3. If LC 46A indicates any required documents, a “child” field should be automatically extracted for each document listed, with the label “Required Document”.
 - a. If these annotations are not automatically extracted, new fields should be added with the label “Required Document”.
In the extracted text of “Required Document,” user will type out the document type or select that text using Click-to-Pick.

Document Title Check

Rule ID: DC-DL-22

Description: A document must be titled as required by the Letter of Credit.

Class: Document to LC comparison

Normalization: N/A

Fields and Labels

	Letter of Credit		Applicable Documents
Parent	46A - Documents Required	47A – Additional Conditions	Document Title
Child	Required Document	Document(s)	
Grandchild	Document Title	Document Title	

Applicable Common Document Types:

All document types are applicable

Logic:

IF the Document Title annotation on an applicable document **does not exactly equal** the Document Title indicated in LC 46A or LC 47A

THEN Document Title on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For each target document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Document Title”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document” the user will type the document label (i.e. Bill of Lading, Invoice, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. A new field should be added with the label “Document Title” as a child of “Required Document”.

- e. In the extracted text of this field, user will type the document title or select that text using Click-to-Pick.
3. On the Letter of Credit, an annotation should be extracted for “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
4. If LC 47A indicates a document title requirement, a new field should be added with the label “Document(s)”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Document(s)” as child of “47A – Additional Conditions”.
 - b. In the extracted text of “Document(s)”, user will type the required documents or select that text using Click-to-Pick.
5. If LC 47A indicates a document title requirement, a new field should be added with the label “Document Title”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Document Title” as child of “Document(s)”.
 - b. In the extracted text of “Document Title”, user will type the required title or select that text using Click-to-Pick.
6. On all target documents, an annotation should be extracted for “Document Title”.
 - a. In the extracted text of this field, the user will type the actual title of the document or select that text using Click-to-Pick.

Freight Charges Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-46

Description: The freight charges indicated on the transport document should match the freight charges indicated on all other applicable documents.

Class: Document to document comparison

Normalization: [Dictionary](#)

Fields and Labels

	Transport Document	All Other Applicable Documents
Parent	Freight Charges	Freight Charges

Applicable Common Document Types (see [Appendix B](#) for full list):

All document types are applicable, compared against the following Transport Documents:

- | | |
|--|---|
| 1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB) | 6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN) |
|--|---|

Logic:

IF Freight Charges in all applicable documents **does not exactly match** Freight Charges in the Transport Document

THEN Freight Charges is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all the transport document, an annotation should be extracted for "Freight Charges".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Freight Charges".
 - b. In the extracted text of this field the user will type the freight charges or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Freight Charges".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Freight Charges".
 - b. In the extracted text of this field the user will type the freight charges or select that text using Click-to-Pick.

Freight Forwarder Check (Doc-to-TDoc)

Rule ID: DC-DD-61

Description: The freight forwarder as indicated on the Letter of Credit and/or on the transport document should match the freight forwarder indicated on all other applicable documents.

Class: Document to document comparison

Normalization: [Company Name, Country](#)

Fields and Labels

			Transport Document	All Other Applicable Documents
Parent	46A - Documents Required	47A – Additional Conditions	Forwarding Agent	Forwarding Agent
Child	Required Document	Document(s)	Forwarding Agent Name Forwarding Agent Country Forwarding Agent Address Forwarding Agent Phone Forwarding Agent Email Forwarding Agent Fax Forwarding Agent Attention Party	Forwarding Agent Name Forwarding Agent Country Forwarding Agent Address Forwarding Agent Phone Forwarding Agent Email Forwarding Agent Fax Forwarding Agent Attention Party
Grandchild	Forwarding Agent	Forwarding Agent		
Great - grandchild	Forwarding Agent Name Forwarding Agent Country Forwarding Agent Address Forwarding Agent Phone Forwarding Agent Email Forwarding Agent Fax Forwarding Agent Attention Party	Forwarding Agent Name Forwarding Agent Country Forwarding Agent Address Forwarding Agent Phone Forwarding Agent Email Forwarding Agent Fax Forwarding Agent Attention Party		

Applicable Common Document Types:

Letter of Credit (LC) and/or the following Transport Documents:

1. Air Waybill (AWB)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

compared against all common document classes

Logic:

IF Forwarding Agent Name/Address/Country/Phone/Fax/Email/Attention Party on the target document **does not match** the same annotation mentioned on the LC 46A/47A and/or on the transport document
THEN Forwarding Agent is highlighted on the K-Matrix as a **discrepancy**.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For target documents indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Forwarding Agent” and **at least one*** “great grandchild” annotation should be extracted for “Forwarding Agent Name”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the target document label (i.e. Bill of Lading, Packing List, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, a new field should be added as a child of “Required Document” – this should be done before assigning a field label.
 - e. Once the field is grouped together as a child of “Required Document” the user should add the label “Forwarding Agent”.
 - f. In the extracted text of this field, user will type the Forwarding Agent information or select that text using Click-to-Pick.
 - g. A child annotation should then automatically be extracted for “Forwarding Agent Name”.
 - h. If it is not automatically extracted, a new field should be added with the label “Forwarding Agent Name”.
 - i. In the extracted text of this field, user will type the freight forwarder’s name or select that text using Click-to-Pick.
 - j. The user should group this field together as a “child” of “Forwarding Agent”.
3. On the Letter of Credit, an annotation should be extracted for “47A – Additional Conditions”.

- a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
4. If LC 47A indicates a freight forwarder requirement for a specific document type, a new field should be added with the label “Document(s)”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Document(s)” as child of “47A – Additional Conditions”.
 - b. In the extracted text of “Document(s)”, user will type the required documents or select that text using Click-to-Pick.
 - c. A child field of “Document(s)” should be added with the label “Forwarding Agent”.
 - d. If this annotation is not automatically extracted, a new field should be added with the label “Forwarding Agent” as child of “Document(s)”.
 - e. In the extracted text of this field, the user will type the freight forwarder information or select that text using Click-to-Pick.
5. On the Transport Document, an annotation should be extracted for “Forwarding Agent”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Forwarding Agent”.
 - b. In the extracted text of this field, the user will type the freight forwarder information or select that text using Click-to-Pick.
6. Under the abovementioned annotation for Forwarding Agent, a “child” annotation should be extracted for “Forwarding Agent Name”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Forwarding Agent Name”.
 - b. In the extracted text of this field, user will type the freight forwarder’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Forwarding Agent” appearing as the “parent”.
7. On all target documents, an annotation should be extracted for “Forwarding Agent”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Forwarding Agent”.
 - b. In the extracted text of this field, the user will type the shipper information or select that text using Click-to-Pick.
8. Under the abovementioned annotation for Forwarding Agent, a “child” annotation should be extracted for “Forwarding Agent Name”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Forwarding Agent Name”.
 - b. In the extracted text of this field, user will type the freight forwarder’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Forwarding Agent” appearing as the “parent”.

*Same logic is also applicable for Forwarding Agent Address/Country/Phone/Fax/Email/Attention Party annotations.

Freight Prepaid Check (Doc-to-LC)

Rule ID: DC-DL-26

Description: If the charges listed in LC 46A indicate that freight is prepaid, then “Freight Prepaid” should be indicated on the Transport Document.

Class: Document to LC comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	46A - Documents Required	Freight Charges
Child	Required Document	
Grandchild	Freight Charges	

Applicable Common Document Types (see [Appendix B](#) for full list):

- 1. Letter of Credit (LC)
- 2. Multimodal Bill of Lading (MBOL)
- 3. Bill of Lading (BOL)
- 4. Charter Party Bill of Lading (CPBOL)
- 5. Non-Negotiable Seaway Bill (NNSWB)
- 6. Air Waybill (AWB)
- 7. Railroad Transport Document (RRTD)
- 8. Sea Waybill (SWBILL)
- 9. Cargo Receipt (CRCPT)
- 10. Truck Bill of Lading (TBOL)
- 11. Delivery Note (DLN)

Logic:

IF Freight Charges in all applicable documents **does not exactly match** Freight Charges in the Letter of Credit

THEN Freight Charges is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of the above fields, the user will type the all text from 46A or select that text using Click-to-Pick.
2. If LC 46A indicates that freight is prepaid, a “child” field should be automatically extracted with the label “Required Document” and a “grandchild” field should be extracted with the label “Freight Charges”. If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type in the required transport document type or extract that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. A new field should be added with the label “Freight Charges”.

- e. In the extracted text of this field, the user will type “Freight Prepaid” or select that text using Click-to-Pick.
- f. This field should then be grouped together as a “child” with the abovementioned “Required Document” field appearing as the “parent”. So, this field will be the child of “Required Document” and the grandchild of LC 46A.
- g. The result will appear as follows:

Field		Extracted Text	Confidence	Delete
46A - Documents Required	x ▾	1 . SIGNED COMMERCIAL INVOICE IN ORIGIN/		
Required Document	x ▾	BILL OF LADING		
Freight Charges	x ▾	FREIGHT PREPAID		

3. On all other applicable documents, an annotation should be extracted for “Freight Charges”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Freight Charges”.
 - b. In the extracted text of this field the user will type “Freight Prepaid” or select that text using Click-to-Pick.

Note: This rule recognizes any of the following terms as synonyms of “Freight Prepaid”:

- Freight Prepaid
- Freight Paid
- Carriage Paid
- Carriage Free
- Freight Pre Paid
- Free Delivery

Freight to Collect Check (Doc-to-LC)

Rule ID: DC-DL-26

Description: If the charges listed in LC 46A indicate that freight is prepaid, then “Freight to Collect” should be indicated on the Transport Document.

Class: Document to LC comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	46A - Documents Required	Freight Charges
Child	Required Document	
Grandchild	Freight Charges	

Applicable Common Document Types (see [Appendix B](#) for full list):

- 1. Letter of Credit (LC)
- 2. Multimodal Bill of Lading (MBOL)
- 3. Bill of Lading (BOL)
- 4. Charter Party Bill of Lading (CPBOL)
- 5. Non-Negotiable Seaway Bill (NNSWB)
- 6. Air Waybill (AWB)
- 7. Railroad Transport Document (RRTD)
- 8. Sea Waybill (SWBILL)
- 9. Cargo Receipt (CRCPT)
- 10. Truck Bill of Lading (TBOL)
- 11. Delivery Note (DLN)

Logic:

IF Freight Charges in all applicable documents **does not exactly match** Freight Charges in the Letter of Credit

THEN Freight Charges is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of the above field, the user will type all text from 46A or select that text using Click-to-Pick.
2. If LC 46A indicates that freight is prepaid, a “child” field should be automatically extracted with the label “Required Document” and a “grandchild” field should be extracted with the label “Freight Charges”. If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type in the required transport document type or extract that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.

- d. A new field should be added with the label “Freight Charges”.
- e. In the extracted text of this field, the user will type “Freight to Collect” or select that text using Click-to-Pick.
- f. This field should then be grouped together as a “child” with the abovementioned “Required Document” field appearing as the “parent”. So, this field will be the child of “Required Document” and the grandchild of LC 46A.
- g. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
46A - Documents Required	X ▾ 1 . SIGNED COMMERCIAL INVOICE IN ORIGIN/		
Required Document	X ▾ BILL OF LADING		
Freight Charges	X ▾ FREIGHT TO COLLECT		

3. On all other applicable documents, an annotation should be extracted for “Freight to Collect”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Freight Charges”.
 - b. In the extracted text of this field the user will type “Freight to Collect” or select that text using Click-to-Pick.

Note: This rule recognizes any of the following terms as synonyms of “Freight to Collect”:

- Freight Collect
- Freight to Collect
- To Collect
- Freight Payable at Destination
- Payable at Destination

Goods/Packaging Condition

Rule ID: DC-DI-1

Description: The shipped/packaged goods on the transport document(s) should show no indication of damage.

Class: Document to Self Comparison

Normalization: [Dictionary](#)

Fields and Labels

Applicable Transport Documents	
Parent	Description of Goods
Child	Goods Package Condition

Applicable Common Document Types:

- 1. Multimodal Bill of Lading (MBOL)
- 2. Bill of Lading (BOL)
- 3. Charter Party Bill of Lading (CPBOL)
- 4. Non-Negotiable Seaway Bill (NNSWB)
- 5. Air Waybill (AWB)
- 6. Road Transport Doc (CMR)

Logic:

IF the transport document indicates any damage to merchandise or the packaging as per the [Goods Package Condition Damage List](#) below

THEN the transport document is highlighted on the K-Matrix as a **discrepancy**

Goods Package Condition Damage List:

Any of the below terms, if found on the transport document, will be flagged as damaged goods on the K-Matrix:

Damage	Insufficient	Bad Quality
Damaged	Improperly Stored	Low Grade
Leak	Wet	Second hand
Leaked	Not good condition	Loaded deck
Rust	Not closed	Stowed open
Rusty	Not Sealed	Open Storage
Rusted	Missing	Claused
Defect	Unprotected	Foul
Defective	Covered snow	Faulty
Broken	Torn	Inadequate
Deformity	Scratches	have dent
Not Sufficient	Secondary Quality	dented

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On any applicable document, an annotation should be extracted for “Description of Goods”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of this field, the user will type the applicable text from the document or select that text using Click-to-Pick.
2. On all applicable transport documents, an annotation should be extracted for “Goods Package Condition”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Goods Package Condition”.
 - b. In the extracted text of this field the user will type the indicated condition of the merchandise or select that text using Click-to-Pick.

HS-code Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-9

Description: HS-code must be consistent across all documents within a document set.

Class: Document to document comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

All Applicable Documents	
Parent	HS Code

Applicable Common Document Types:

All document types are applicable.

Logic:

IF the HS Code on an applicable document **does not exactly match** the HS code mentioned on one or more documents

THEN HS Code is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “HS Code”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “HS Code”.
 - b. In the extracted text of this field the user will type the customs code or select that text using Click-to-Pick.

Inspection Place on Certificates Check (Doc-to-LC)

Rule ID: MD-DL-25

Description: Certificates must have place of inspection as per the Letter of Credit

Class: Document to LC comparison

Normalization:

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	46A – Documents Required	Inspection Place
Child	Required Document	
Grandchild	Inspection Place	

Applicable Common Document Types:

- 1. Letter of Credit (LC)
- 2. Agents Certificate (AGNTC)
- 3. Certificate of Analysis (COS)
- 4. Certificate of Acceptance (COA)
- 5. Certificate of Compliance (COC)
- 6. Certificate of Material (COM)
- 7. Certificate of Quality (CQUAL)
- 8. Certificate of Quantity (CQTY)
- 9. Fumigation Certificate (FCERT)
- 10. Inspection Certificate (INSC)
- 11. Sanitary Certificate (SANC)
- 12. Health Certificate (HCERT)
- 13. Fumigation Certificate (FCERT)

Logic:

IF the Inspection place on an applicable certificate does not match with the Inspection place on a Letter of Credit

THEN document is highlighted on the K-Matrix as a **discrepancy**

IF the Inspection place on an applicable certificate is missing

THEN document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. If LC 46A indicates one of the applicable documents as a required document, a “child” field should be automatically extracted with the label “Required Document” for each applicable document type, and a “grandchild” field should be automatically extracted with the label “Inspection Place”. If these annotations are not automatically extracted, the user should do the following:

- a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the indicated document type or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. Once this is completed, the user should add another field with the label “Inspection Place”.
 - e. In the extracted text of “Inspection Place,” user will type the location that is indicated in the document requirements or select that text using Click-to-Pick.
 - f. The user should then group this field together as a “child” with “Required Document” appearing as the “parent.” So, this field will be the child of “Required Document” and the grandchild of LC 46A.
3. On all other applicable documents, an annotation should be extracted for “Inspection Place”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Inspection Place”.
 - b. In the extracted text of this field the user will type the location or select that text using Click-to-Pick.

Insurance Company Details Check (Doc-to-Doc)

Rule ID: DC-DD-56

Description: This rule compares insurance company details on an insurance document with all other documents in the presentation.

Class: Document to document comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	Insurance Document	All Other Applicable Documents
Parent	Issued By	Insurance Company
Child	Issued By Name	Insurance Company Name
Child	Issued By Country	Insurance Company Country

Applicable Common Document Types: All document types are applicable, compared against:

- 1. Certificate of Insurance (COI)
- 2. Marine Open Policy Certificate (MOPC)
- 3. Insurance Policy (INSP)
- 4. Declaration Under Open Cover (DUOC)

Logic:

IF Insurance Company Name or Insurance Company Country on any document **does not equal** Issued By Name/Country on any Insurance Document

THEN Insurance Company Name/Country is listed on the Decision Summary screen as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Insurance Document, an annotation should be extracted for “Issued By”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issued By”.
 - b. In the extracted text of this field, the user will type the issuer information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for Issuer, two “child” annotations should be extracted for “Issued By Name,” and “Issued By Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Issued By Name”.
 - b. In the extracted text of this field, user will type the issuer name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Issued” appearing as the “parent”.
 - d. Steps A-C should be repeated for “Issuer Country”.
 - e. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
Issuer	x ▾ ABCD COMPANY 123 MERRY LANE LONDON ONTARIO N6J 2G6 CANADA	高温	删除
Issuer Name	x ▾ ABCD COMPANY	高温	删除
Issuer Country	x ▾ 123 MERRY LANE LONDON ONTARIO N6J 2G6 CANADA	高温	删除

3. On all other applicable documents, an annotation should be extracted for “Insurance Company”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Insurance Company”.
 - b. In the extracted text of this field, the user will type the insurance company information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Insurance Company Name” and “Insurance Company Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Insurance Company Name” and “Insurance Company Country”.
 - b. In the extracted text of these fields the user will type the insurance company name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Insurance Company” appearing as the “parent”.

Insurance Effective Date Check (Doc-to-Doc)

Rule ID: DC-DD-25

Description: The insurance document's effective date of coverage must occur no later than the shipping date on the transport document.

Class: Document to Document comparison

Normalization: Date

Fields and Labels

	Insurance Documents	Transport Documents
Parent	Effective Date	Shipping Date

Applicable Common Document Types:

Transport Documents:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)

Insurance Documents:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Declaration Under an Open Cover (DUOC)
4. Insurance Policy (INSP)

Logic:

IF the Effective Date on an insurance document **occurs after** the shipping date
THEN the Effective Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the insurance documents, an annotation should be extracted for "Effective Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Effective Date".
 - b. In the extracted text of this field, the user will type the insurance effective date or select that text using Click-to-Pick.
2. On the transport documents, an annotation should be extracted for "Shipping Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Shipping Date".



- b. In the extracted text of this field the user will type the shipping date or select that text using Click-to-Pick.

Note: If there is no "Effective Date" on the face of the document as it is, then the issue date should be extracted as "Effective Date". Future system developments will cover that business logic gap.



Insurance Expiration Date Check (Doc-to-Itself)

Rule ID: DC-DI-17

Description: The insurance documents must not indicate expiration date.

Class: Document to Itself comparison

Normalization: Date

Fields and Labels

All Applicable Documents	
Parent	Expiration Date

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Declaration Under an Open Cover (DUOC)
4. Insurance Policy (INSP)

Logic:

IF insurance document indicates expiration date.

THEN the expiration date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the insurance documents, an annotation should be extracted for “Expiration Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Expiration Date”.
 - b. In the extracted text of this field, the user will type the insurance expiration date or select that text using Click-to-Pick.



Insurance Premium Check (Doc-to-Itself)

Rule ID: DC-DI-21

Description: There must be no indication that the premium has not been paid if an insurance document indicates that it is “not valid unless the insurance premium has been paid”.

Class: Document to itself Comparison

Normalization: Alpha

Fields and Labels

All Applicable Documents	
Parent	Premium Payment Required
Parent	Premium Paid

Note: the extracted text for both of the above fields should be either “Yes” or “No”

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Logic:

IF the applicable document indicates that it is “not valid unless the insurance premium has been paid” **and** the same document indicates that the insurance premium has not been paid

THEN the insurance document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On any applicable document, an annotation should be extracted for “Premium Payment Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Premium Payment Required”.
 - b. In the extracted text of this field, the user will type Yes or No
2. On any applicable document, an annotation should be extracted for “Premium Paid”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Premium Paid”.
 - b. In the extracted text of this field, the user will type Yes or No

Insurance Signers (co-insurance)

Rule ID: MD-DI-19

Description: An insurance document that indicates that the cover is provided by more than one insurer may be signed by either of the following:

- a single agent/proxy acting on behalf of all insurers
- an insurer acting for or on behalf of all co-insurers

Class: Document to Itself comparison

Normalization: [Dictionary](#)

Fields and Labels

All Applicable Documents					
Parent	Signature	Insurance Company	Signed By		
Child	n/a	Insurance Company Name	Signed By Name	Capacity	On Behalf Of Name

Note: The extracted text for "Signature" should be either "Yes" or "No". The extracted text for "Capacity" should be either "As Insurance Company" or "As Agent for the Insurance Company"

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Logic:

In the scenario where there is a signature on an applicable document and more than one Insurance Company is presented:

IF Signed By Capacity = "As Insurance Company" **AND** Signed by Name / On Behalf Of Name **does not exactly match** one Insurance Company Name

OR

IF Signed By Capacity = "Agent For The Insurance Company" **AND** On Behalf of Name **does not exactly match** one Insurance Company Name

THEN that Signed By annotation is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Signature".

- a. If this annotation is not automatically extracted, a new field should be added with the label "Signature".
 - b. In the extracted text of this field, the user will type Yes or No or Blank.
2. On all applicable documents, multiple (more than 1) annotations should be extracted for "Insurance Company".
 - a. If these annotations are not automatically extracted, new fields should be added with the labels "Insurance Company".
 - b. In the extracted text of these fields, the user will type the co-insurers' information or select that text using Click-to-Pick.
3. Under the abovementioned annotations, a child annotation should be extracted for "Insurance Company Name".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Insurance Company Name".
 - b. In the extracted text of this field the user will type the insurer's name or select that text using Click-to-Pick.
4. On all applicable documents, an annotation should be extracted for "Signed By".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Signed By".
 - b. In the extracted text of this field, the user will type the signatory information or select that text using Click-to-Pick.
5. Under the abovementioned annotation, three child annotations should be extracted for "Signed By Name", "Capacity" and "On Behalf Of Name".
 - a. If these annotations are not automatically extracted, three new fields should be added with the labels "Signed By Name", "Capacity" and "On Behalf Of Name".
 - ◆ Expected values for the "Capacity" annotation are "As Insurance Company" or "As Agent for the Insurance Company".
 - b. In the extracted text of these fields the user will type the signatory's name, capacity and the companies the signatory is acting on behalf of or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as "children" with "Signed By" appearing as the "parent".

Insured Party

Rule ID: DC-DL-59

Description: The Insured Party indicated must be same as Applicant in the LC if no endorsement is indicated.

Class: Document to LC comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	Letter of Credit	Applicable Insurance Documents
Parent	Applicant	Insured Party
Child	Applicant Name	Insured Party Name
Child	Applicant Country	Insured Party Country

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Charter Party Bill of Lading (CPBOL)
4. Declaration Under an Open Cover (DUOC)

Logic:

IF the Insurance document indicates an Insured Party other than Applicant and there is no endorsement

THEN the applicable Insured Party Name annotation is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 50 – Applicant”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 50 – Applicant”.
 - b. In the extracted text of this field, the user will type the applicable text from LC50 or select that text using Click-to-Pick.
2. Under the abovementioned annotation for “LC 50 - Applicant”, two “child” annotations should be extracted for “Applicant Name” and “Applicant Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Applicant Name”.
 - b. In the extracted text of this field, user will type the name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “LC 50 - Applicant” appearing as the “parent”.
 - d. Steps A-C should be repeated for “Applicant Country”.

- e. The result will appear as follows:

Field	Extracted Text	
INSURED PARTY	INSURANCE CO LTD, 555 INSURANCE LANE, NAIROBI, KENYA	 
INSURED PARTY NAME	INSURANCE CO LTD,	 
INSURED PARTY COUNTRY	KENYA	 
INSURED PARTY ADDRESS	555 INSURANCE LANE, NAIROBI, KENYA	 

3. On all other applicable documents, an annotation should be extracted for “Insured Party”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Insured Party”.
 - b. In the extracted text of this field, the user will type the insured party information or select that text using Click-to-Pick.
 - c. Under the abovementioned annotation, two child annotations should be extracted for “Insured Party Name” and “Insured Party Country”.
4. If these annotations are not automatically extracted, two new fields should be added with the labels “Issuing Bank Name” and “Issuing Bank Country”.
 - a. In the extracted text of these fields the user will type the issuing bank name and country or select that text using Click-to-Pick.
 - b. These fields should then each be grouped together as “children” with “Issuing Bank” appearing as the “parent”.

Invoice Date Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-58

Description: The Issue Date on the Invoice must exactly match the Invoice Date on all other applicable documents. In the case of certificates, it must only match if either Consignor or Exporter is the beneficiary (as per LC 59 - Beneficiary).

Class: Document to Document comparison

Normalization: [Date](#)

Fields and Labels

	Invoice	All Other Applicable Documents
Parent	Issue Date	Invoice Date

Applicable Common Document Types:

All documents are applicable for the regular check, and the following documents are applicable for the certificate check:

1. Certificate of Analysis (COS)
2. Certificate of Compliance (COC)
3. Certificate of Material (COM)
4. Certificate of Quality (CQUAL)
5. Certificate of Quantity (CQTY)
6. Fumigation Certificate (FCERT)
7. Health Certificate (HCERT)
8. Inspection Certificate (INSC)
9. Shippers Certificate (SC)
10. Sanitary Certificate (SANC)

Logic:

Document check:

IF the Issue Date on an applicable document **does not exactly match** the Presentation Date on the Cover Letter

THEN Issue Date is highlighted on the K-Matrix as a **discrepancy**

Certificate check:

IF the Issue Date on an applicable certificate **does not exactly match** the Presentation Date on the Cover Letter

AND the Consignor or Exporter is the same party that is listed in LC 59 – Beneficiary

THEN Issue Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Invoice, an annotation should be extracted for “Issue Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issue Date”.
 - b. In the extracted text of this field, the user will type the issue date or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for “Invoice Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Invoice Date”.
 - b. In the extracted text of this field the user will type the invoice issue date or select that text using Click-to-Pick.

Invoice Number Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-20

Description: The Invoice Number on the Invoice must exactly match the Invoice Number on all other applicable documents. In the case of certificates, it must only match if either Consignor or Exporter is the beneficiary (as per LC 59 - Beneficiary).

Class: Document to Document comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Invoice	All Other Applicable Documents
Parent	Invoice Number	Invoice Number

Applicable Common Document Types:

All documents are applicable for the regular check, and the following documents are applicable for the certificate check:

1. Certificate of Analysis (COS)
2. Certificate of Compliance (COC)
3. Certificate of Material (COM)
4. Certificate of Quality (CQUAL)
5. Certificate of Quantity (CQTY)
6. Fumigation Certificate (FCERT)
7. Health Certificate (HCERT)
8. Inspection Certificate (INSC)
9. Shippers Certificate (SC)
10. Sanitary Certificate (SANC)

Logic:

IF the Invoice Number on an applicable document **does not exactly match** the Invoice Number on the Invoice

THEN Invoice Number is highlighted on the K-Matrix as a **discrepancy**

Certificate check:

IF the Invoice Number on an applicable certificate **does not exactly match** the Invoice Number on the Invoice

AND the Consignor or Exporter is the same party that is listed in LC 59 – Beneficiary

THEN Invoice Number is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Invoice, an annotation should be extracted for “Invoice Number”.

- a. If this annotation is not automatically extracted, a new field should be added with the label "Invoice Number".
- b. In the extracted text of this field, the user will type the Invoice Number or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Invoice Number".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Invoice Number".
 - b. In the extracted text of this field the user will type the Invoice Number or select that text using Click-to-Pick.

Issue Date Conditions Check

Rule ID: DC-DL-91

Description: A document must be issued as required by the Letter of Credit.

Class: Document to LC comparison

Normalization: Date

Fields and Labels

	Letter of Credit			Applicable Documents	
Parent	46A - Documents Required	47A – Additional Conditions	31C – Date of Issue	Issue Date	Shipping Date
Child	Required Document	Document(s)			
Grandchild	Issue Date Condition*	Issue Date Condition*			

* Issue Date Condition field has a following list of allowed values available via a drop-down menu:

- i. must be prior to LC date;
- ii. must be prior to shipping date;
- iii. must be after LC date;
- iv. must be after shipping date;
- v. must be on or before LC date;
- vi. must be on or before shipping date;
- vii. must be on or after LC date;
- viii. must be on or after shipping date.

Applicable Common Document Types:

All document types are applicable

Logic:

IF the Issue Date annotation on the target document does not fail in the period allowed by LC 46A or LC 47A,

THEN Issue Date on the applicable document is highlighted on the K-Matrix as a **discrepancy**

OR

IF the Issue Date annotation on the target document is **missing** while LC 46A or LC 47A contains a specific requirement for it,

THEN Issue Date on the applicable document is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the text from LC 46A or select that text using Click-to-Pick.
2. For each target document indicated in LC 46A, a “child” field should be automatically extracted with the label “Required Document”, one “grandchild” annotation should be extracted for “Issue Date Conditions”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document” the user will type the document label (i.e. Bill of Lading, Invoice, etc.) or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. A new field should be added with the label “Issue Date Conditions” as a child of “Required Document”.
 - e. In the extracted text of this field, user will select an option from the drop-down menu.
3. On the Letter of Credit, an annotation should be extracted for “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
4. If LC 47A indicates a requirement for a document issue date, a new field should be added with the label “Document(s)”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Document(s)” as child of “47A – Additional Conditions”.
 - b. In the extracted text of “Document(s)”, user will type the required documents or select that text using Click-to-Pick.
5. If LC 47A indicates a requirement for a document issue date, a new field should be added with the label “Issue Date Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issue Date Conditions as child of “Document(s)”.
 - b. In the extracted text of this field, user will select an option from the drop-down menu.
6. On all target documents, an annotation should be extracted for “Issue Date”.
 - a. In the extracted text of this field, the user will type the actual date of the document issuance or select that text using Click-to-Pick.

Note: If the LC requirement is “must be on or after shipping date” or “must be prior to shipping date” or “must be after shipping date” or “must be on or before shipping date”, an additional “Shipping Date” annotation shall be extracted from the presented documents.

Issuing Bank Check (Doc-to-LC)

Rule ID: DC-DL-25

Description: Issuing Bank on all applicable documents must match the sender information in the SWIFT header (MT 700 and MT 701).

Class: Document to LC comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	Issuing Bank	Issuing Bank
Child	Issuing Bank Name	Issuing Bank Name
Child	Issuing Bank Country	Issuing Bank Country

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Invoice (INV)
2. Packing List (PKL)
3. Multimodal Bill of Lading (MBOL)
4. Bill of Lading (BOL)
5. Charter Party Bill of Lading (CPBOL)
6. Non-Negotiable Seaway Bill (NNSWB)
7. Air Waybill (AWB)
8. Railroad Transport Document (RRTD)
9. Proforma Invoice (PFINV)
10. Shippers Certificate (SC)
11. Draft (DRFT)
12. Cargo Receipt (CRCPT)
13. Certificate of Quantity (CQTY)
14. Certificate of Quality (CQUAL)
15. Cover Letter (COV)
16. Certificate of Origin (COO)
17. Certificate of Insurance (COI)
18. Cargo Manifest (CMAN)
19. Beneficiary Letter (BENL)

Logic:

IF the Issuing Bank Name/Country on any applicable document **does not exactly equal** the Issuing Bank Name/Country on the LC

THEN the Issuing Bank Name/Country is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “Issuing Bank”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issuing Bank”.
 - b. In the extracted text of this field, the user will type the issuing bank information or select that text using Click-to-Pick. (Note: TradeSun extracts and normalizes the SWIFT code, up to 11 characters maximum, from the header of the LC. If this does not happen you will need to Click-to-Pick the SWIFT code or if it doesn't get normalized to the issuing bank's name, and country, then enter in the name and country of the issuing bank manually).
2. Under the abovementioned annotation for “Issuing Bank”, two “child” annotations should be extracted for “Issuing Bank Name” and “Issuing Bank Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Issuing Bank Name”.
 - b. In the extracted text of this field, user will type the name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Issuing Bank” appearing as the “parent”.
 - d. Steps A-C should be repeated for “Issuing Bank Country”.
 - e. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
Issuing Bank	ABC BANK 123 FINANCE LANE, NEW YORK NEW YORK 90210	高温	删除
Issuing Bank Name	ABC BANK	高温	删除
Issuing Bank Country	UNITED STATES OF AMERICA	高温	删除
Issuing Bank Address	123 FINANCE LANE, NEW YORK NEW YORK 90210 UNITED S	高温	删除
Add field +			

3. On all other applicable documents, an annotation should be extracted for “Issuing Bank”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issuing Bank”.
 - b. In the extracted text of this field, the user will type the issuing bank information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Issuing Bank Name” and “Issuing Bank Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Issuing Bank Name” and “Issuing Bank Country”.
 - b. In the extracted text of these fields the user will type the issuing bank name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Issuing Bank” appearing as the “parent”.

Latest Date of Shipment

Rule ID: DC-DL-80

Description: Every reference to "Latest Date of Shipment" in all applicable documents should match the latest date of shipment in LC 44C.

Class: Document to LC comparison

Normalization: Date

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	44C - Latest Date of Shipment	Latest Date of Shipment

Applicable Common Document Types:

1. Draft (DRFT)
2. Invoice (INV)
3. Packing List (PKL)
4. Multimodal Bill of Lading (MBOL)
5. Bill of Lading (BOL)
6. Charter Party Bill of Lading (CPBOL)
7. Non-Negotiable Seaway Bill (NNSWB)
8. Air Waybill (AWB)
9. Railroad Transport Document (RRTD)
10. Cargo Receipt (CRCPT)
11. Cargo Manifest (CMAN)
12. Agents Certificate (AGNTC)
13. Certificate of Insurance (COI)
14. Certificate of Origin (COO)
15. Certificate of Quality (CQUAL)
16. Certificate of Quantity (CQTY)
17. Proforma Invoice (PFINV)
18. Beneficiary Letter (BENL)
19. Shipper's Certificate (SC)

Logic:

IF the Latest Date of Shipment annotation on an applicable document **does not exactly equal** LC 44C
THEN Latest Date of Shipment is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 44C – Latest Date of Shipment".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 44C – Latest Date of Shipment".
 - b. In the extracted text of this field, the user will type the latest date of shipment or select that text using Click-to-Pick.

2. On all other applicable documents, an annotation should be extracted for “Latest Date of Shipment”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Latest Date of Shipment”.
 - b. In the extracted text of this field the user will type the latest date of shipment or select that text using Click-to-Pick.

Letter of Credit Date of Issuance (Doc-to-LC)

Rule ID: DC-DL-8

Description: Letter of Credit Issuing Date stated on any document must match LC 31C - Date of Issue.

Class: LC to Document comparison

Normalization: [Date](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	31C - Date of Issue	Letter of Credit Issuing Date

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Cover Letter (COV)
3. Draft (DRFT)
4. Invoice (INV)
5. Packing List (PKL)
6. Multimodal Bill of Lading (MBOL)
7. Bill of Lading (BOL)
8. Charter Party Bill of Lading (CPBOL)
9. Non-Negotiable Seaway Bill (NNSWB)
10. Air Waybill (AWB)
11. Railroad Transport Document (RRTD)
12. Cargo Receipt (CRCPT)
13. Cargo Manifest (CMAN)
14. Certificate of Insurance (COI)
15. Certificate of Origin (COO)
16. Certificate of Quality (CQUAL)
17. Certificate of Quantity (CQTY)
18. Proforma Invoice (PFINV)
19. Beneficiary Letter (BENL)
20. Shipper's Certificate (SC)

Logic:

IF Letter of Credit Issuing Date does not **exactly equal** the date indicated in LC 31C
 THEN Letter of Credit Issuing Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 31C – Date of Issue".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 31C – Date of Issue".

- b. In the extracted text of this field, the user will type the LC issuing date or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for “Letter of Credit Issuing Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Letter of Credit Issuing Date”.
 - b. In the extracted text of this field the user will type the LC issuing date or select that text using Click-to-Pick.

Letter of Credit Number Check (Doc-to-LC)

Rule ID: DC-DL-6

Description: Letter of Credit Number stated on any document must match LC 20 - Documentary Credit Number.

Class: Document to LC comparison

Normalization: [ID Number](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	20 - Documentary Credit Number	Letter of Credit Number

Applicable Common Document Types:

All document types are applicable.

Logic:

IF Letter of Credit Number on any document does not **exactly equal** LC 20 – Documentary Credit Number
THEN Letter of Credit Number is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 20 – Documentary Credit Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 20 – Documentary Credit Number”.
 - b. In the extracted text of this field, the user will type the LC number or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for “Letter of Credit Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Letter of Credit Number”.
 - b. In the extracted text of this field the user will type the LC number or select that text using Click-to-Pick.

Best Practices: TradeSun will detect a discrepancy even when a zero is written in the place of the letter “O.” Please ensure that this is accounted for during data extraction.

Manufacturer Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-40

Description: The manufacturer on any applicable document must exactly match a manufacturer indicated on at least one of the presented Manufacturer's Certificates. If no Manufacturer's Certificate is presented or there is no Manufacturer Name on any Manufacturer's Certificate, manufacturer must be consistent across the presentation.

Class: Document to Document comparison

Normalization: Company Name

Fields and Labels

	Manufacturer's Certificate	All Other Applicable Documents
Parent	Manufacturer	Manufacturer
Child	Manufacturer Name	Manufacturer Name
Child	Manufacturer Country	Manufacturer Country

Applicable Common Document Types:

All document types are applicable.

Logic:

IF the Manufacturer Name and/or Manufacturer Country on any applicable document does not equal the Manufacturer Name and/or Manufacturer Country on at least one Manufacturer's Certificate

THEN Manufacturer Name and/or Country is highlighted on the K-Matrix as a **discrepancy**

Note: If no Manufacturer's Certificate is presented or there is no Manufacturer Name / Country on any Manufacturer's Certificate then a doc-to-doc check is conducted to assess consistency among documents.

Process:

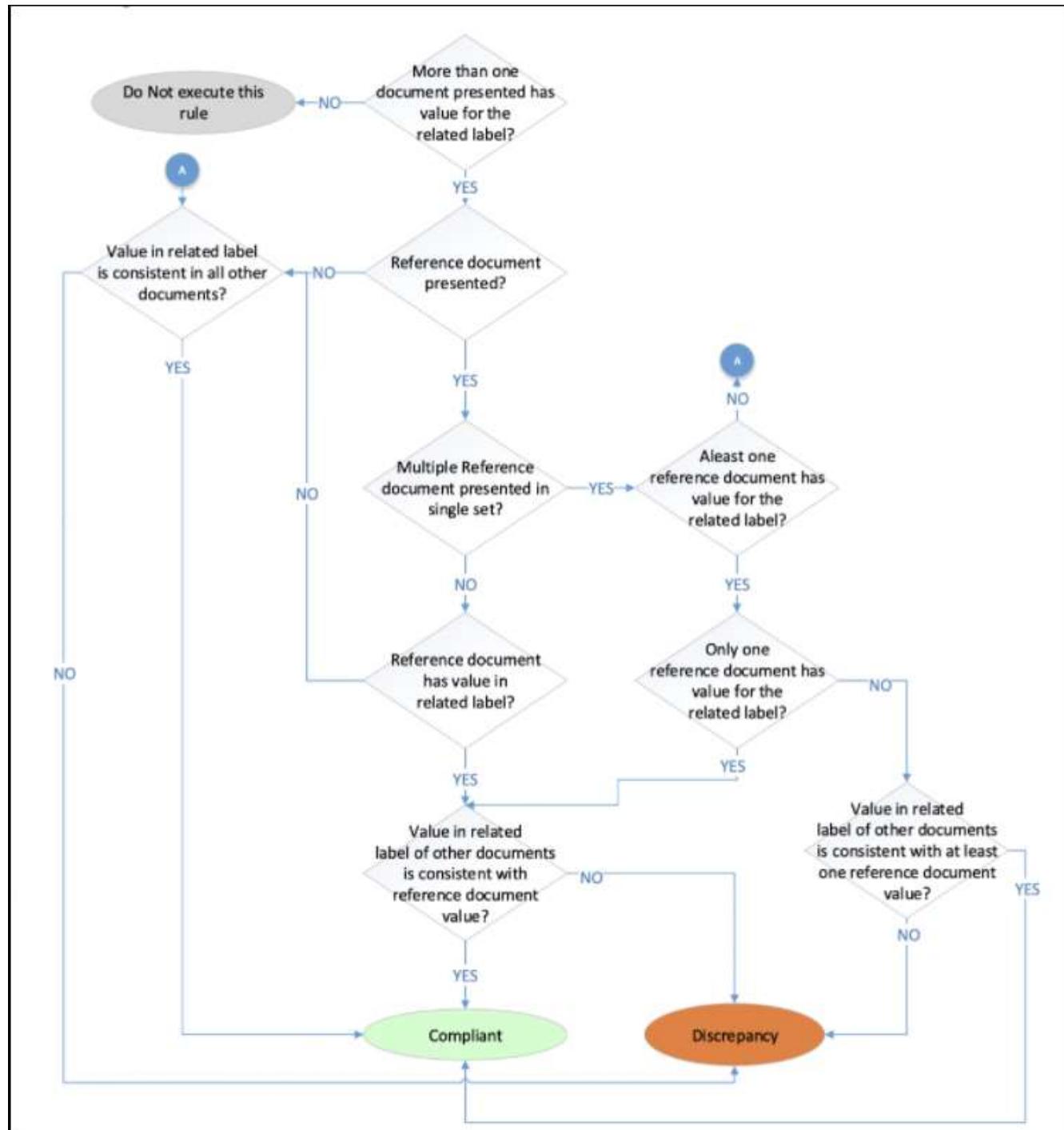
To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Manufacturer".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Manufacturer".
 - b. In the extracted text of this field, the user will type the manufacturer information or select that text using Click-to-Pick.
2. Under the abovementioned annotation, a child annotation should be extracted for "Manufacturer Name".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Manufacturer Name".
 - b. In the extracted text of this field the user will type the manufacturer's name or select that text using Click-to-Pick.
 - c. Steps A-B should be repeated for "Manufacturer Country".

Manufacturing Date Check (Doc to Doc)

Rule ID: DC-DD-51

Description: The Manufacturing date on any applicable document must exactly match a Manufacturing date on at least one of the presented Manufacturer's Certificates.



Class: Document to Document comparison

Fields and Labels

	Manufacturer's Certificate	All Other Applicable Documents
Parent	Date of Manufacture	Date of Manufacture

Applicable Common Document Types:

All document types are applicable.

Logic:

IF the Date of Manufacture on any applicable document does not equal the Date of Manufacture on at least one Manufacturer's Certificate

THEN Date of Manufacture is highlighted on the K-Matrix as a **discrepancy**

Note: If no Manufacturer's Certificate is presented or there is no date on any Manufacturer's Certificate then a doc-to-doc check is conducted to assess consistency among documents.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Date of Manufacture".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Date of Manufacture".
 - b. In the extracted text of this field, the user will type the Date of Manufacture or select that text using Click-to-Pick.

Missing Amount Check (Invoices)

Rule ID: MD-DI-3

Description: The total amount must appear on every applicable document in the presentation

Class: Document to Itself comparison

Normalization: Currency

Fields and Labels

Applicable documents	
Parent	Amount Total*

*Can also use “Claimed Amount”, or “Amount” (as a child of “Merchandise”)

Applicable Common Document Types:

1. Invoice (INV)
2. Proforma Invoice (PFINV)

Logic:

IF total amount **is not indicated** anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Amount Total”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Amount Total”.
 - b. In the extracted text of this field, the user will type the Currency / amount or select that text via Click-to-Pick.

Missing Carrier Check (Transport Documents)

Rule ID: MD-DI-11

Description: Carrier Name shall not be null unless LC fields 46A AND/OR 47A indicates House Transport Document Acceptable, and the Document Title is "House Bill of Lading" or "Freight Forwarders Bill of Lading".

Class: Document to Itself comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Applicable Documents
Parent	46A – Documents Required	Carrier Name
Child	Required Document	
Grandchild	House Transport Document Acceptable	
Parent	47A – Additional Conditions	Document Title
Child	House Transport Document Acceptable	

Note: The extracted text for "House Transport Document Acceptable" should be either "Yes" or "No". The extracted text for Document Title should be either "House Bill of Lading" or "Freight Forwarders Bill of Lading" or a Carrier Name must be provided on the transport document.

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Non-Negotiable Seaway Bill (NNSWB)
4. Airway Bill (AWB)

Logic:

IF LC 46A/47A does not indicate that Freight Forwarders Bill of Lading or House Bill of Lading is acceptable **AND** Carrier Name **is not indicated** anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

OR

IF LC 46A/47A indicates that Freight Forwarders Bill of Lading or House Bill of Lading is acceptable **AND** Document title is not "House Bill of Lading" or "Freight Forwarders Bill of Lading" **AND** Carrier Name **is not indicated** anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the required document information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for LC 46A, a “child” annotation should be extracted for Bill of Lading as a “Required Document”, and a “grandchild” annotation should be extracted for “House Transport Document Acceptable”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Required Document”.
 - b. In the extracted text of this field, user will type “Bill of Lading” or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 46A appearing as the “parent”.
 - d. The user should then add a “child” annotation to “Required Document” with the label “House Transport Document Acceptable” – this will be a “grandchild” annotation of LC 46A
 - e. In the extracted text of this field, user will type “Yes” or “No” as applicable.
3. On all applicable documents, an annotation should be extracted for “Carrier Name”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Carrier Name”.
 - b. In the extracted text of this field, the user will type the carrier’s name or select that text using Click-to-Pick.
4. On all applicable documents, an annotation should be extracted for “Document Title”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Document Title”.
 - b. In the extracted text of this field, the user will type the title of the transport document or select that text using Click-to-Pick. Note that if the document title is not “House Bill of Lading” or “Freight Forwarders Bill of Lading” then a carrier must be provided.

Missing Applicant Check (Doc-to-Itself)

Rule ID: DC-DL-11

Description: The invoice must be made out in the name of the Applicant as per the Letter of Credit. If the Applicant Name and Country on the invoice is missing or does not match the Letter of Credit, then this appears as a discrepancy on the Decision Summary screen.

Class: Document to Itself comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	LC50 - Applicant	Applicant
Child	Applicant Name	Applicant Name
Child	Applicant Country	Applicant Country

Note: If the city on the Invoice is different than that of the LC, this is not a discrepancy. Just the name and country must match.

Applicable Common Document Types:

- 1. Invoice (INV)
- 2. Proforma Invoice (PFINV)

Logic:

IF Applicant Name and Applicant Country on an applicable document **does not match** the Applicant Name and Applicant Country in LC50 - Applicant
THEN the Invoice is highlighted on the Decision Summary as **discrepant**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 50 – Applicant".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 50 – Applicant".
 - b. In the extracted text of this field, the user will type the applicant information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for LC 50, two "child" annotations should be extracted for "Applicant Name," and "Applicant Country".
 - a. If these annotations are not automatically extracted, a new field should be added with the label "Applicant Name".
 - b. In the extracted text of this field, user will type the applicant's name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a "child" with LC 50 appearing as the "parent".

- d. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 50 - Applicant	x ▾ ABC COMPANY 123 MERRY LANE LONDON ONTARIO N1	0%	trash
Applicant Name	x ▾ ABC COMPANY	0%	trash

- e. Steps A-D should be repeated for “Applicant Country”.

3. On all other applicable documents, an annotation should be extracted for “Applicant”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Applicant”.
 - b. In the extracted text of this field, the user will type the applicant information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Applicant Name” and “Applicant Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Applicant Name” and “Applicant Country”.
 - b. In the extracted text of these fields the user will type the applicant’s name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Applicant” appearing as the “parent”.

Missing Consignee Check (Transport Documents)

Rule ID: DC-DI-14

Description: Consignee Name must appear on every transport document in the presentation.

Class: Document to Itself comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	All Applicable Documents
Parent	Consignee

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)

Logic:

IF Consignee **is not indicated** anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Consignee”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Consignee”.
 - b. In the extracted text of this field, the user will type the Consignee information or select that text using Click-to-Pick.

Missing Currency Code Check (Insurance Document)

Rule ID: MD-DI-35

Description: Currency Code must appear on every insurance document in the presentation.

Class: Document to Itself comparison

Normalization: [Currency](#)

Fields and Labels

	All Applicable Documents
Parent	Currency Insured Amount Insured Amount in Words

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Logic:

IF Currency is not indicated anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Currency” and/or “Insured Amount” and/or “Insured Amount in Words”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label Currency and/or Insured Amount and/or Insured Amount in Words.
 - b. In the extracted text of this field, the user will type the currency / insured amount / insured amount in words or select that text via Click-to-Pick.

Missing Currency Code Check (Invoice Document)

Rule ID: MD-DI-2

Description: Currency Code must appear on every invoice in the presentation.

Class: Document to Itself comparison

Normalization: [Currency](#)

Fields and Labels

All Applicable Documents	
Parent	Amount
Parent	Currency

Applicable Common Document Types:

1. Invoice (INV)
2. Proforma Invoice (PFINV)

Logic:

IF Currency **is not indicated** anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Currency" and/or "Amount".
 - a. If this annotation is not automatically extracted, a new field should be added with the label Currency and/or Amount.
 - b. In the extracted text of this field, the user will type the Currency / amount in words or select that text via Click-to-Pick.

Missing Document Issuer

Rule ID: MD-DL-27

Description: The document issuer must appear on every applicable document in the presentation

Class: Document to Itself comparison

Normalization: Company Name

Fields and Labels

Applicable documents		
Parent	Issued By	Signed By
Child	Issued By Name	Signed By Name

Applicable Common Document Types:

- | | |
|--|--|
| 1. Invoice (INV)
2. Certificate of Origin (COO)
3. Cover Letter (COV)
4. Beneficiary's Certificate (BCERT)
5. Draft (DRFT)
6. Certificate of Insurance (COI)
7. Marine Open Policy Certificate (MOPC)
8. Declaration Under an Open Cover (DUOC)
9. Insurance Policy (INSP)
10. Multimodal Bill of Lading (MBOL) | 11. Bill of Lading (BOL)
12. Charter Party Bill of Lading (CPBOL)
13. Non-Negotiable Sea Waybill (NNSWB)
14. Air Waybill (AWB)
15. Railroad Transport Document (RRTD)
16. Sea Waybill (SWBILL)
17. Cargo Receipt (CRCPT)
18. Truck Bill of Lading (TBOL)
19. Delivery Note (DLN) |
|--|--|

Logic:

IF Issued By Name or Signed By Name **is not indicated** anywhere on the applicable document
THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Issued By".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Issued By".
 - b. In the extracted text of this field, the user will type the issuer information or select that text using Click-to-Pick.
2. Under the abovementioned annotation, two child annotations should be extracted for "Issued By Name" and "Issued By Country".
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels "Issued By Name" and "Issued By Country".
 - b. In the extracted text of these fields the user will type the issuer's name and country or select that text using Click-to-Pick.

- c. These fields should then each be grouped together as “children” with “Issued By” appearing as the “parent”.

OR

1. On all applicable documents, an annotation should be extracted for “Signed By”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Signed By”.
 - b. In the extracted text of this field, the user will type the signatory information or select that text using Click-to-Pick.
2. Under the abovementioned annotation, two child annotations should be extracted for “Signed By Name” and “Signed By Country”.
 - a. If these annotations are not automatically extracted, two new fields should be added with the labels “Signed By Name” and “Signed By Country”.
 - b. In the extracted text of these fields the user will type the signatory’s name and country or select that text using Click-to-Pick.
 - c. These fields should then each be grouped together as “children” with “Signed By” appearing as the “parent”.

Missing Effective Date (Insurance)

Rule ID: MD-DI-34

Description: Issue Date, Date Signed, Effective Date, or Countersignature Date must appear on the Insurance Document

Rule Type: Document to itself comparison

Normalization: Date

Fields and Labels

Insurance Documents	
Parent	Effective Date
Parent	Issue Date
Parent	Countersignature Date
Parent	Date Signed

Applicable Common Document Types:

Insurance Documents:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Declaration Under an Open Cover (DUOC)

Logic:

IF the Issue date or Date Signed or Effective Date or Countersignature Date is Null on an Insurance Document

THEN the effective date is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the insurance documents, an annotation should be extracted for “Effective Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Effective Date”.
 - b. In the extracted text of this field, the user will type the insurance effective date or select that text using Click-to-Pick.

Note: If there is no “Effective Date” on the face of the document as it is, then issue date or Date signed or Countersignature Date can be used instead.

Missing Execution Date (Air Waybill)

Rule ID: MD-DI-30

Description: Execution date or Issue date must appear on Air Waybill in the presentation.

Class: Document to Itself comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

Air Waybill	
Parent	Execution Date
Parent	Issue Date

Applicable Common Document Types:

1. Air Waybill (AWB)

Logic:

IF Execution date or Issue date is missing on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On any applicable document, an annotation should be extracted for “Execution Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Execution Date”.
 - b. In the extracted text of this field, the user will type the applicable date from the document or select that date using Click-to-Pick.
2. On any applicable document, an annotation should be extracted for “Issue Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Issue Date”.
 - b. In the extracted text of this field, the user will type the applicable date from the document or select that date using Click-to-Pick.

Missing Goods Description Check (Transport Document)

Rule ID: MD-DI-7

Description: Goods Description or reference to Goods Description must appear on every transport document in the presentation.

Class: Document to Itself comparison

Normalization: AlphanumericZ

Fields and Labels

All Applicable Documents	
Parent	Description of Goods
Child	Merchandise
Child	Reference Document

Applicable Common Document Types:

- 1. Multimodal Bill of Lading (MBOL)
- 2. Bill of Lading (BOL)
- 3. Charter Party Bill of Lading (CPBOL)
- 4. Sea Waybill (SWBILL)
- 5. Cargo Receipt (CRCPT)
- 6. Truck Bill of Lading (TBOL)
- 7. Delivery Note (DLN)
- 8. Non-Negotiable Seaway Bill (NNSWB)
- 9. Air Waybill (AWB)
- 10. Railroad Transport Document (RRTD)

Logic:

IF Goods Description is missing on an applicable document and there is no mention of a reference document for the goods description

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On any applicable document, an annotation should be extracted for "Description of Goods".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Description of Goods". *
 - b. In the extracted text of this field, the user will type the applicable text from the document or select that text using Click-to-Pick.
2. Under the above-mentioned annotation, a "child" field should be automatically extracted with the label "Merchandise". If this annotation is not automatically extracted, the user should add a field with the label "Merchandise".
 - a. The user should type the merchandise information in this field, or extract it via Click-to-Pick
 - b. The user should group this field together as a "child" with "Description of Goods" appearing as the "parent".

3. If the description of goods does not appear on the document but the document does refer to another document that contains the merchandise description, a “child” field should be automatically extracted with the label “Reference Document”. If this annotation is not automatically extracted, the user should add a field with the label “Reference Document”.
 - a. The user should type the reference document name in this field or extract it via Click-to-Pick.
 - b. The user should then group this field together as a “child” with “Description of Goods” appearing as the “parent”.

*Note: Merchandise Wizard is also available for the “Description of Goods” annotation.

Missing Insured Amount Check (Insurance Documents)

Rule ID: MD-DI-36

Description: Insured amount must appear on every insurance document in the presentation.

Class: Document to Itself comparison

Normalization: Currency

Fields and Labels

All Applicable Documents	
Parent	Insured Amount Insured Amount in Words

Applicable Common Document Types:

1. Certificate of Insurance (COI)
2. Marine Open Policy Certificate (MOPC)
3. Insurance Policy (INSP)
4. Declaration Under Open Cover (DUOC)

Logic:

IF Insured amount is **not indicated** anywhere on an applicable document
THEN that document is highlighted on the Decision Summary as **discrepant**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Insured Amount” (“Insured Amount in Words” will also work for this rule)
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Insured Amount”.
 - b. In the extracted text of this field, the user will type the insured amount, or select that text via Click-to-Pick.

Missing Number of Originals Check (Transport Documents)

Rule ID: MD-DI-6

Description: Number of Originals must be indicated on every marine transport document in the presentation.

Class: Document to Itself comparison

Normalization: Numeric

Fields and Labels

All Applicable Documents	
Parent	Number of Originals

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)

Logic:

IF Number of Originals is not indicated anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Number of Originals".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Number of Originals".
 - b. In the extracted text of this field, the user will type the number of originals or select that text using Click-to-Pick.

Missing Received for Carriage (Air Waybill)

Rule ID: MD-DI-27

Description: Received for Carriage must appear on every Air Waybill in the presentation.

Class: Document to Itself comparison

Normalization: [Dictionary](#)

Fields and Labels

	All Applicable Documents
Parent	Received for Carriage

Applicable Common Document Types: Air Waybill (AWB)

Logic:

IF Received for Carriage **is not indicated** anywhere on an applicable document

THEN that document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Received for Carriage”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Received for Carriage”.
 - b. In the extracted text of this field, the user will type Yes or No.

Missing Signature (Certificates)

Rule ID: MD-DI-43

Description: Signature must appear on every applicable document in the presentation.

Class: Document to Itself comparison

Normalization: Dictionary

Fields and Labels

All Applicable Documents	
Parent	Signature

Applicable Common Document Types:

1. Certificate of Origin (COO)
2. Sanitary Certificate (SANC)
3. Inspection Certificate (INSC)
4. Fumigation Certificate (FCERT)
5. Health Certificate (HCERT)

Logic:

IF Signature **is not indicated** anywhere on an applicable document

THEN that document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Signature".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Signature".
 - b. In the extracted text of this field, the user will type Yes or No or Blank. If "No" or <MISSING> then this will be discrepant.

Missing Signature (Transport Documents)

Rule ID: MD-DI-9

Description: Signature must appear on every applicable document in the presentation.

Class: Document to Itself comparison

Normalization: [Dictionary](#)

Fields and Labels

All Applicable Documents	
Parent	Signature

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Airway Bill (AWB)

Logic:

IF Signature **is not indicated** anywhere on an applicable document

THEN that document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Signature".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Signature".
 - b. In the extracted text of this field, the user will type Yes or No or Blank.

Missing Vessel Check (Transport Documents)

Rule ID: MD-DI-4

Description: Vessel Name must appear on every marine transport document in the presentation.

Class: Document to Itself comparison

Normalization: [Vessel](#)

Fields and Labels

All Applicable Documents	
Parent	Vessel Name

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)

Logic:

IF Vessel Name is not indicated anywhere on an applicable document

THEN That document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for "Vessel Name".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Vessel Name".
 - b. In the extracted text of this field, the user will type the vessel name or select that text using Click-to-Pick.

Non-Documentary Condition

Rule ID: MD-DL-17

Description: A Letter of Credit may contain a condition in field 45A and/or 47A without stipulating a specific document on which it must appear. If this condition (data point) appears on any document(s), its value must **exactly match** the value as it appears on the LC.

Class: Document to LC comparison

Normalization: All types applicable.

Fields and Labels

	Letter of Credit	Any Applicable Document
Parent	45A – Descriptions of Goods and/or Services	Any applicable label*
Child	Any applicable label*	
Parent	47A – Additional Conditions	
Child	Any applicable label*	

*Note: There are various data points that may be applicable in this scenario.

Applicable Common Document Types:

All document types are applicable.

Logic:

IF a data point is indicated as a child annotation in field 45A and/or 47A on the LC, and that data point **does not exactly match** the same data point on any document(s) presented under the LC,
THEN the inconsistent data point is highlighted on the K-Matrix as a **discrepancy**.

Process:

To ensure that this rule will run properly please complete the following on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “47A - Additional Conditions” and/or “45A-Description of Goods and/or Services”. *
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions” and/or “45A - Description of Goods and/or Services”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 47A and/or LC 45A or select that text using Click-to-Pick.
2. Under the abovementioned annotation(s) for LC 47A and/or 45A, a “child” annotation should be extracted for the applicable data point.
 - a. If this annotation is not automatically extracted, a new field should be added with the appropriate label.
 - b. In the extracted text of this field, user will type the related data point or select that text using Click-to-Pick.

3. On all other applicable documents, an annotation should be extracted for the specified data point from any documents bearing that data point. For example, if the LC indicates that an Invoice number as "123456", then every document indicating any "Invoice Number" should contain an annotation with the label "Invoice Number" and "123456" in the extracted text field. Note that a required data indication may be applicable to any number of labels as specified by the LC.
 - a. If this annotation is not automatically extracted, a new field should be added with the label pertaining to the data point as indicated by the LC.
 - b. In the extracted text of this field the user will type the applicable data point or select that text using Click-to-Pick.

*Note: Merchandise Wizard is also available for the "Description of Goods" annotation.

Notify Party Check (Doc-to-LC)

Rule ID: DC-DL-6

Description: All notify parties indicated in the LC under field 46A must also be present on all transport documents.

Class: Document to LC comparison

Normalization: Company Name, Country

Fields and Labels

	Letter of Credit	Applicable Transport Documents
Parent	46A - Documents Required	Notify Party*
Child	Required Document	Notify Party Name*
Child	Notify Party	Notify Party Country*
Grandchild	Notify Party Name	
Grandchild	Notify Party Country	

*Can also use "Also Notify..."

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)

Logic:

IF the Notify Party annotations on an applicable document **do not exactly equal** LC 46A
THEN the applicable Notify Party annotation is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 46A – Documents Required".
 - b. In the extracted text of this field, the user will type the applicable text from LC46A or select that text using Click-to-Pick.
2. If LC 46A mentions a requirement for the transport document to show a certain notify party, one "child" field should be automatically extracted with the label "Required Document" for the transport document, one grandchild field should be automatically extracted with the label "Notify Party" and

two “great grandchild” fields should be automatically extracted with the labels “Notify Party Name” and “Notify Party Country”. If these annotations are not extracted automatically, the user should do the following:

- a. A new field should be added with the label “Required Document”.
- b. In the extracted text of “Required Document,” the user will type in the document type in which the notify party is mentioned or select that text using Click-to-Pick.
- c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
- d. A new field should be added with the label “Notify Party”.
- e. In the extracted text of “Notify Party,” the user will type in the notify party information or select that text using Click-to-Pick.
- f. The user should group this field together as a “child” with the abovementioned “Required Document” field appearing as the “parent”.
- g. Once this is completed, the user should add another field with the label “Notify Party Name”.
- h. In the extracted text of “Notify Party Name,” user will type the name of the notify party that is indicated in LC 46A or select that text using Click-to-Pick. (Note: If the LC refers to “Applicant” or “Issuing Bank” as the Notify Party in 46A, the user should find the actual name of the applicant or bank to input into the appropriate fields)
- i. The user should then group this field together as a “child” with “Notify Party” appearing as the “parent.” So, this field will be the child of “Notify Party,” the grandchild of “Required Document” and the great grandchild of LC 46A.
- j. The user should repeat steps **D-F** with the field label “Notify Party Country”.
- k. If there is more than one Notify Party on the LC, steps **D-J** should be repeated for each Notify Party.
- l. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
LC 46A - Documents Required	1 . BENEFICIARYS MANUALLY SIGNED COMMERCIAL INVOICE	High	Delete
Required Document	BILL OF LADING	Medium	Delete
Notify Party	LAWRENCE PHOSPHORUS LIMITED, 88 HAWTHORNE CRES., NEW YORK, NEW YORK, USA	Low	Delete
Notify Party Address	88 HAWTHORNE CRES., NEW YORK, NEW YORK, USA	Low	Delete
Notify Party Country	UNITED STATES OF AMERICA	Low	Delete
Notify Party Name	LAWRENCE PHOSPHORUS LIMITED	Low	Delete
Required Document	INVOICE	Medium	Delete
Required Document	CONTRACT	Medium	Delete

3. On all other applicable documents, an annotation should be extracted for Notify Party” and two “great grandchild” fields should be automatically extracted with the labels “Notify Party Name”, and “Notify Party Country”. If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label “Notify Party”.
 - b. In the extracted text of “Notify Party,” the user will type in the notify party information or select that text using Click-to-Pick.
 - c. Once this is completed, the user should add another field with the label “Notify Party Name” (if it is not automatically extracted).

- d. In the extracted text of “Notify Party Name,” user will type the name of the notify party that is indicated on the document or select that text using Click-to-Pick.
- e. The user should then group this field together as a “child” with “Notify Party” appearing as the “parent”.
- f. The user should repeat steps **D-E** with the field label “Notify Party Country”.

Number of Copies

Rule ID: DC-DD-24

Description: If the Letter of Credit indicates a required number of copies for any applicable document, then the presentation must contain that number of copies of that document, taking into account the number of originals.

Class: Document to Itself comparison

Normalization: Numeric

Fields and Labels

	Letter of Credit	Index Sheet/Scan Cover Sheet
Parent	LC 46A – Documents Required	Document(s)
Child		Number of Originals
Child	Required Document	Number of Copies
Grandchild	Number of Copies	

Applicable Common Document Types:

Index Sheet/Scan Cover Sheet (IDX)

Logic:

IF LC 46 indicates a requirement for number of copies, and the Number of Originals plus the Number of Copies for an applicable document **does not equal** the required amount

THEN Number of Copies is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. A “child” field should be automatically extracted with the label “Required Document” for Index Sheet/Scan Cover Sheet, and a “grandchild” field should be automatically extracted with the label “Number of Copies”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type “Index Sheet” or “Scan Cover Sheet” or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.

- d. Once this is completed, the user should add another field with the label “Number of Copies”.
 - e. In the extracted text of “Number of Copies” user will type the number of copies that is indicated in the document requirements or select that text using Click-to-Pick.
 - f. The user should then group this field together as a “child” with “Required Document” appearing as the “parent.” So, this field will be the child of “Required Document” and the grandchild of LC 46A.
3. On the Index Sheet/Scan Cover Sheet, an annotation should be extracted for “Number of Copies”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Number of Copies”.
 - b. In the extracted text of this field the user will type the number of copies or select that text using Click-to-Pick
 4. On the Index Sheet/Scan Cover Sheet, if there is a number of originals indicated, an annotation should be extracted for “Number of Originals”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Number of Originals”.
 - b. In the extracted text of this field, the user will type the number of originals or select that text using Click-to-Pick.

Order Number Consistency

Rule ID: DC-DD-53

Description: “Order Number” must match with order number(s) across all other documents within a document set.

Class: Document to document comparison

Normalization: AlphanumericZ

Fields and Labels

All Other Applicable Documents	
Parent	Order Number

Applicable Common Document Types:

All document types are applicable.

Logic:

IF Order Number on an applicable document **does not exactly match** the order number(s) mentioned on another applicable document

THEN Order Number is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Order Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Order Number”.
 - b. In the extracted text of this field the user will type the order number(s) or select that text using Click-to-Pick.

"Original For" Check – CMR (Doc-to-Itself)

Rule ID: DC-DI-16

Description: This rule checks the “Original for” mark on a Road Transport Document (CMR). The “Original For”, if present, must be for Consignor or Shipper on the CMR.

Class: Document to Itself

Normalization: AlphanumericZ

Fields and Labels

Road Transport Document	
Parent	Original For

Applicable Common Document Types: Road Transport Document (CMR)

Logic:

IF a CMR indicates “Original For” any party other than Consignor or Shipper
THEN “Original For” is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the CMR, an annotation should be extracted for “Original For”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Original For”.
 - b. In the extracted text of this field, the user will type the Original For or select that text using Click-to-Pick.

"Original For" Check – Air Waybill (Doc-to-Itself)

Rule ID: MD-DI-28

Description: This rule checks the “Original for” mark on an Air Waybill (AWB). The ‘Original For’ must be present for Consignor or Shipper on an AWB. It cannot be blank or missing and cannot be any other party than Consignor or Shipper.

Class: Document to Itself

Normalization: AlphanumericZ

Fields and Labels

Air Waybill	
Parent	Original For

Applicable Common Document Types: Air Waybill (AWB)

Logic:

IF an AWB indicates “Original For” any party other than Consignor or Shipper OR “Original For” is missing
THEN ‘Original For’ is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the AWB, an annotation should be extracted for “Original For”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Original For”.
 - b. In the extracted text of this field, the user will type the Original For or select that text using Click-to-Pick.

Partial Shipments Check (Doc-to-LC)

Rule ID: DC-DL-20

Description: If the Letter of Credit indicates that partial shipments are not allowed, then all applicable documents must reflect that only one shipment occurred.

Class: Document to LC comparison

Normalization: [Company Name](#), [Port Location](#), [Date](#), [AlphanumericZ](#)

Fields and Labels

Type	Document	Label		Content
		Parent	Child	
Reference	LC	43P		"NOT ALLOWED"
Target	TDOC	COP, CRCPT	Signed By Place of Delivery Place of Issue Issue Date	Signed By Name Company Location Location Date
		All other	Vessel Name Flight Number	Alphanumeric combination

Note: Discrepancies for Required Documents are not listed in the K-Matrix, but rather you will find them at the end of the workflow in the Decision Summary. It will appear as follows:

Title	Information	Status
Document Discrepancy	Partial shipment effected from multiple transport documents; UCP600 art.27, ISBP D11, D25, H21	Discrepancy

Applicable Common Document Types:

- 1. Multimodal Bill of Lading (MBOL)
- 2. Bill of Lading (BOL)
- 3. Charter Party Bill of Lading (CPBOL)
- 4. Non-Negotiable Seaway Bill (NNSWB)
- 5. Air Waybill (AWB)
- 6. Railroad Transport Document (RRTD)
- 7. Sea Waybill (SWBILL)
- 8. Courier Receipt (CR)
- 9. Cargo Receipt (CRCPT)
- 10. Truck Bill of Lading (TBOL)
- 11. Certificate of Posting (COP)
- 12. Delivery Note (DLN)

Logic:

More than one Certificate of Posting OR Courier Receipt:

IF signature and stamp OR place and date of issuance OR Place of Delivery in one COP/CRCPT do not exactly match the same details in another COP/CRCPT

THEN the discrepancy message "**Partial Shipments Effected**" will be shown on the Decision Summary

More than one transport document:

IF Place of Delivery/Airport of Destination OR Vessel Name/Flight Number **do not exactly match** the same details in another transport document

THEN the discrepancy message "**Partial Shipments Effected**" will be shown on the Decision Summary

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "43P - Partial Shipments".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "43P - Partial Shipments".
 - b. In the extracted text of this field the user will type "Not Allowed" or "Allowed" or select that text using Click-to-Pick.
2. On the Certificate of Posting (COP) and/or Cargo Receipt (CRCPT) three annotations should be automatically extracted for "Place of Delivery", "Place of Issue" and "Issue Date", and a parent/child annotation should be automatically extracted for "Signed By" (parent) and "Signed By Name" (child)
 - a. If these annotations are not automatically extracted, the user should do the following for each annotation:
 - i. Add a new field, with the appropriate label.
 - ii. In the extracted text of that field, add the appropriate text or select it using Click-to-Pick.
 - b. For the parent/child annotation, the user should add the parent as per 2a.
 - c. If the child does not automatically extract, the user should add a new field with "Signed By Name" as the label.
 - d. The user should then group the child annotation together with "Signed By" as its parent.
3. On all other applicable transport documents, an annotation should be extracted for "Vessel Name" and/or "Flight Number".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Vessel Name" and/or "Flight Number".
 - b. In the extracted text of this field the user will type the vessel name and/or flight number or select that text using Click-to-Pick.

Place of Delivery Consistency Check (Doc-to-Itself)

Rule ID: DC-DI-44

Description: Multiple Place of Delivery annotations on the same document must be consistent.

Class: Document to itself comparison

Normalization: Port Location

Fields and Labels

Transport Documents	
Parent	Place of Delivery

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Sea Waybill (SWBILL)
4. Road Transport Doc (CMR)

Logic:

IF the Place of Delivery on an applicable document does not **match** another Place of Delivery annotation on the same document

THEN Place of Delivery is highlighted on the Decision Summary as a **discrepancy**

Logic to Match:

If exact match is not found, however they are found to be different names of the same place, then it is compliant.

If exact match is not found and they are also not different names of the same place, then it is discrepant.

Place of Delivery	Place of Delivery	Discrepant/Compliant
Los Angeles Metro Rail	Los Angeles Metro Rail	Compliant
Los Angeles Metro Rail	Los Angeles	Compliant
Los Angeles Metro Rail, USA	USA	Compliant
Los Angeles Metro Rail, USA	NEWARK, USA	Discrepant

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for “Place of Delivery”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Place of Delivery”.
 - b. In the extracted text of this field the user will type the Place of Delivery or select that text using Click-to-Pick

Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.

Place of Delivery (Doc-to-Doc)

Rule ID: DC-DD-3

Description: Every reference to "Place of Delivery" in all applicable documents should match or include the "Place of Delivery" on a Transport Document.

Class: Document to document comparison

Normalization: [Port Location](#)

Fields and Labels

	Transport Document	All Other Applicable Documents
Parent	Place of Delivery	Place of Delivery

Applicable Common Document Types:

All document types are compared against the following Transport Documents as reference:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Railroad Transport Document (RRTD)
6. Sea Waybill (SWBILL)
7. Cargo Receipt (CRCPT)
8. Truck Bill of Lading (TBOL)
9. Delivery Note (DLN)

Logic:

IF the Place of Delivery annotation on an applicable document **does not exactly equal or include** a Place of Delivery mentioned on a Transport Document

THEN Place of Delivery is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for "Place of Delivery".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Place of Delivery".
 - b. In the extracted text of this field the user will type the place of delivery or select that text using Click-to-Pick.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On all other applicable documents, an annotation should be extracted for "Place of Delivery".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Place of Delivery".
 - b. In the extracted text of this field the user will type the place of delivery or select that text using Click-to-Pick.

Place of Delivery Check (Doc-to-LC)

Rule ID: DC-DL-76

Description: Every reference to "Place of Delivery" in all applicable documents should match the place of delivery in LC 44B.

Class: LC to document comparison

Normalization: Port Location

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	44B - Place of Final Destination	Place of Delivery
Child	Place of Delivery	

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Road Transport Doc (CMR)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF LC has 44B AND Place of Delivery on a document is missing or conflicts Place of Delivery on LC
THEN Place of Delivery is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 44B – Place of Final Destination" and a child field should be automatically extracted with the label "Place of Delivery".
 - a. If these annotations are not automatically extracted, a new field should be added with the label "LC 44B – Place of Final Destination".
 - b. In the extracted text of this field, the user will type the place of final destination or select that text using Click-to-Pick.
 - c. A child annotation should be created for each place listed in 44B, each with their own label: "Place of Delivery". If there is a list of places, there should be multiple "Place of Delivery" annotations, all as children of 44B.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.

2. On all other applicable documents, an annotation should be extracted for “Place of Delivery”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Place of Delivery”.
 - b. In the extracted text of this field the user will type the place of delivery or select that text using Click-to-Pick.

Place of Receipt Consistency Check (Doc-to-Itself)

Rule ID: DC-DI-39

Description: Multiple Place of Receipt annotations on the same document must be consistent.

Class: Document to itself comparison

Normalization: Port Location

Fields and Labels

Transport Documents	
Parent	Place of Receipt

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Sea Waybill (SWBILL)
4. Road Transport Doc (CMR)

Logic:

IF the Place of Receipt on an applicable document does not **match** another Place of Receipt annotation on the same document

THEN Place of Receipt is highlighted on the Decision Summary as a **discrepancy**

Logic to Match:

If exact match is not found, however they are found to be different names of the same place, then it is compliant.

If exact match is not found and they are also not different names of the same place, then it is discrepant.

Place of Receipt	Place of Receipt	Discrepant/Compliant
Los Angeles Metro Rail	Los Angeles Metro Rail	Compliant
Los Angeles Metro Rail	Los Angeles	Compliant
Los Angeles Metro Rail, USA	USA	Compliant
Los Angeles Metro Rail, USA	NEWARK, USA	Discrepant

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for “Place of Receipt”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Place of Receipt”.
 - b. In the extracted text of this field the user will type the Place of Receipt or select that text using Click-to-Pick.

Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.

Place of Receipt Check (Doc-to-Doc)

Rule ID: DC-DD-44

Description: Every reference to "Place of Receipt" in all applicable documents should match or include the "Place of Receipt" on a Transport Document.

Class: Document to document comparison

Normalization: [Port Location](#)

Fields and Labels

	Transport Document	All Other Applicable Documents
Parent	Place of Receipt	Place of Receipt

Applicable Common Document Types:

All document types are compared against the following Transport Documents as reference:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

Logic:

IF the Place of Receipt annotation on an applicable document **does not exactly equal or include** a Place of Receipt mentioned on a Transport Document

THEN Place of Receipt is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for "Place of Receipt".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Place of Receipt".
 - b. In the extracted text of this field the user will type the place of receipt or select that text using Click-to-Pick.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On all other applicable documents, an annotation should be extracted for "Place of Receipt".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Place of Receipt".



- b. In the extracted text of this field the user will type the place of receipt or select that text using Click-to-Pick.

Place of Receipt Check (Doc-to-LC)

Rule ID: DC-DL-9

Description: Every reference to "Place of Receipt" in all applicable documents should match the place of receipt in LC 44A.

Class: Document to LC comparison

Normalization: Port Location

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	44A - Place of Taking Charge	Place of Receipt

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Air Waybill (AWB)
7. Railroad Transport Document (RRTD) ea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

Logic:

IF the Place of Receipt annotation on an applicable document **does not exactly equal** LC 44A
THEN Place of Receipt is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 44A – Place of Taking Charge" and a child field should be automatically extracted with the label "Place of Receipt".
 - a. If these annotations are not automatically extracted, a new field should be added with the label "LC 44A – Place of Taking Charge".
 - b. In the extracted text of this field, the user will type the place of receipt or select that text using Click-to-Pick.
 - c. A child annotation should be created for each place listed in 44A, each with their own label: "Place of Receipt". If there is a list of places, there should be multiple "Place of Receipt" annotations, all as children of 44A.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On all other applicable documents, an annotation should be extracted for "Place of Receipt".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Place of Receipt".

- b. In the extracted text of this field the user will type the place of receipt or select that text using Click-to-Pick.

Port of Discharge Consistency Check (Doc-to-Itself)

Rule ID: DC-DI-42

Description: Multiple Port of Discharge annotations on the same document must be consistent.

Class: Document to itself comparison

Normalization: Port Location

Fields and Labels

Transport Documents	
Parent	Port of Discharge

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Sea Waybill (SWBILL)
4. Charter Party Bill of Lading (CPBOL)

Logic:

IF the Port of Discharge on an applicable document does not **match** with another Port of Discharge annotation on the same document

THEN the Port of Discharge is highlighted on the Decision Summary as a **discrepancy**

Logic to Match:

- If exact match is not found, however they are found to be different names of the same port, then it's compliant.
- If exact match is not found and they are also not different names of the same port, then it's discrepant.

Port of Discharge	Port of Discharge	Discrepant/Compliant
Manzanillo, Mexico	Manzanillo, Mexico	Compliant
Manzanillo, Mexico	Manzanillo	Compliant
Mexico	Manzanillo, Mexico	Compliant
Keelung Seaport, Taiwan	Taichung, Taiwan	Discrepant

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for “Port of Discharge”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Port of Discharge”.
 - b. In the extracted text of this field the user will type the Port of Discharge or select that text using Click-to-Pick.

Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.

Port of Discharge Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-2

Description: Every reference to "Port of Discharge" in all applicable documents should match or include the "Port of Discharge" on a Transport Document.

Class: Document to document comparison

Normalization: [Port Location](#)

Fields and Labels

	Transport Documents	All Other Applicable Documents
Parent	Port of Discharge Airport of Destination	Port of Discharge

Applicable Common Document Types:

All document types are compared against the following Transport Documents as reference:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

Logic:

IF the Port of Discharge annotation on an applicable document **does not exactly equal or include** a Port of Discharge mentioned on a Transport Document

THEN Port of Discharge is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for "Port of Discharge".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Port of Discharge".
 - b. In the extracted text of this field the user will type the Port of Discharge or select that text using Click-to-Pick
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On all other applicable documents, an annotation should be extracted for "Port of Discharge".

- a. If this annotation is not automatically extracted, a new field should be added with the label “Port of Discharge”.
- b. In the extracted text of this field the user will type the Port of Discharge or select that text using Click-to-Pick.

Port of Discharge / Airport of Destination Check (Doc-to-LC)

Rule ID: DC-DL-11

Description: Every reference to "Port of Discharge" or "Airport of Destination" in all applicable documents should match the port of discharge in LC 44F.

Class: Document to LC comparison

Normalization: [Port Location](#)

Fields and Labels

	Letter of Credit	Air Waybill	All Other Applicable Documents
Parent	44F - Port of Discharge	Airport of Destination	Port of Discharge

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Railroad Transport Document (RRTD)
7. Air Waybill (AWB)
8. Sea Waybill (SWBILL)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF the Port of Discharge annotation on an applicable document **does not exactly equal** LC 44F
THEN Port of Discharge is highlighted on the K-Matrix as a **discrepancy**

IF the Airport of Destination annotation (Airport or IATA Unique No.) on an Air Waybill (AWB) **does not correspond to** LC 44F

THEN Airport of Destination is highlighted on the K-Matrix as a **discrepancy**

Examples for Air Waybill:

Letter of Credit	Applicable Document	Discrepant?
Los Angeles International Airport	Los Angeles International Airport	No
Los Angeles International Airport	Newark Airport	Yes
Los Angeles International Airport	LAX	No

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 44F – Port of Discharge” and a child field should be automatically extracted with the label “Port of Discharge”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “LC 44F – Port of Discharge”.
 - b. In the extracted text of this field, the user will type the port of discharge or select that text using Click-to-Pick.
 - c. A child annotation should be created for each place listed in 44F, each with their own label: “Port of Discharge”. If there is a list of places, there should be multiple “Port of Discharge” annotations, all as children of 44F.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On the Air Waybill (if present), an annotation should be extracted for “Airport of Destination”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Airport of Destination”.
 - b. In the extracted text of this field the user will type the airport of destination or select that text using Click-to-Pick.
 - c. A new annotation should be created for each place listed, each with their own label: “Airport of Destination”. If there is a list of places, there should be multiple separate “Airport of Destination” annotations.
3. On all other applicable documents, an annotation should be extracted for “Port of Discharge”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Port of Discharge”.
 - b. In the extracted text of this field the user will type the port of discharge or select that text using Click-to-Pick.

Port of Loading Consistency Check (Doc-to-Itself)

Rule ID: DC-DI-40

Description: Multiple Port of Loading annotations on the same document must be consistent.

Class: Document to itself comparison

Normalization: Port Location

Fields and Labels

Transport Documents	
Parent	Port of Loading

Applicable Common Document Types:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Sea Waybill (SWBILL)
4. Charter Party Bill of Lading (CPBOL)

Logic:

IF the Port of Loading on an applicable document does not **match** another Port of Loading annotation on the same document

THEN Port of Loading is highlighted on the Decision Summary as a **discrepancy**

Logic to Match:

- If exact match is not found, however they are found to be different names of the same port, then it's complaint.
- If exact match is not found and they are also not different names of the same port, then it's discrepant.

Port of Loading	Port of Loading	Discrepant/Compliant
Manzanillo, Mexico	Manzanillo, Mexico	Compliant
Manzanillo, Mexico	Manzanillo	Compliant
Mexico	Manzanillo, Mexico	Compliant
Keelung Seaport, Taiwan	Taichung, Taiwan	Discrepant

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for “Port of Loading”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Port of Loading”.
 - b. In the extracted text of this field the user will type the Port of Loading or select that text using Click-to-Pick.

Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.

Port of Loading Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-1

Description: Every reference to "Port of Loading" in all applicable documents should match or include the "Port of Loading" on a Transport Document.

Class: Document to document comparison

Normalization: [Port Location](#)

Fields and Labels

	Transport Documents	All Other Applicable Documents
Parent	Port of Loading	Port of Loading

Applicable Common Document Types: All document types are compared against the following Transport Documents as reference:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

Logic:

IF the Port of Loading annotation on an applicable document **does not exactly equal or include** a Port of Loading mentioned on a Transport Document

THEN Port of Loading is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for "Port of Loading".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Port of Loading".
 - b. In the extracted text of this field the user will type the Port of Loading or select that text using Click-to-Pick.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On all other applicable documents, an annotation should be extracted for "Port of Loading".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Port of Loading".
 - b. In the extracted text of this field the user will type the Port of Loading or select that text using Click-to-Pick.

Port of Loading/Airport of Departure Check (Doc-to-LC)

Rule ID: DC-DL-10, DC-DL-54

Description: Every reference to "Port of Loading" or "Airport of Departure" in all applicable documents should match the Port of Loading/Airport of Departure in LC 44E.

Class: Document to LC comparison

Normalization: [Port Location](#)

Fields and Labels

	Letter of Credit	Air Waybill	All Other Applicable Documents
Parent	44E - Port of Loading	Airport of Departure	Port of Loading

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Railroad Transport Document (RRTD)
7. Air Waybill (AWB)
8. Sea Waybill (SWBILL)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF the Port of Loading annotation on an applicable transport document **does not match** LC 44E

THEN Port of Loading is highlighted on the K-Matrix as a **discrepancy**

IF the Airport of Departure annotation (Airport or IATA Unique No.) on an Air Waybill (AWB) **does not correspond to** LC 44E

THEN Airport of Departure is highlighted on the K-Matrix as a **discrepancy**

Examples for Air Waybill:

LC Field	Air Waybill Field	Discrepant?
Los Angeles International Airport	Los Angeles International Airport	No
Los Angeles International Airport	Newark Airport	Yes
Los Angeles International Airport	LAX	No

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 44E – Port of Loading” and a child field should be automatically extracted with the label “Port of Loading”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “LC 44E – Port of Loading”.
 - b. In the extracted text of this field, the user will type the port of loading or select that text using Click-to-Pick.
 - c. A child annotation should be created for each place listed in 44E, each with their own label: “Port of Loading”. If there is a list of places, there should be multiple “Port of Loading” annotations, all as children of 44E.
 - i. Note: When typing text in a location field, the user should follow the order of <PORT>, <CITY>, <COUNTRY>, <CONTINENT>.
2. On the Air Waybill (if present), an annotation should be extracted for “Airport of Departure”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Airport of Departure”.
 - b. In the extracted text of this field the user will type the airport of departure or select that text using Click-to-Pick.
 - c. A child annotation should be created for each place listed, each with their own label: “Airport of Departure”. If there is a list of places, there should be multiple separate “Airport of Departure” annotations.
3. On all other applicable documents, an annotation should be extracted for “Port of Loading”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Port of Loading”.
 - b. In the extracted text of this field the user will type the port of loading or select that text using Click-to-Pick.

Pre-Inspection Certificates (Doc-to-LC)

Rule ID: MD-DL-26

Description: If the LC requires a certificate to evidence a pre-shipment event, the certificate Inspection Date, Issue Date or Date signed must not be later than the Shipping Date or must include "Pre-shipment" in the document title or content.

Class: Document to LC comparison

Normalization: Date

Fields and Labels

	Letter of Credit	Transport Document	Certificate
Parent	46A - Documents Required	Shipping Date	Issue Date Date Signed Inspection Date Document Title Pre Shipment
Child	Required Document		
Grandchild	Requirement		

Note: the "Requirement" data field should read "Pre-Shipment" to be accepted as a requirement for a pre-shipment event.

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Air Waybill (AWB)
7. Railroad Transport Document (RRTD)
8. Cargo Receipt (CRCPT)
9. Certificate of Analysis (COS)
10. Certificate of Acceptance (COA)
11. Certificate of Quality (CQUAL)
12. Certificate of Quantity (CQTY)
13. Certificate of Compliance (COC)
14. Shipper's Certificate (SC)
15. Certificate of Material (COM)
16. Inspection Certificate (INSC)
17. Sanitary Certificate (SANC)
18. Health Certificate (HCERT)
19. Fumigation Certificate (FCERT)

Logic:

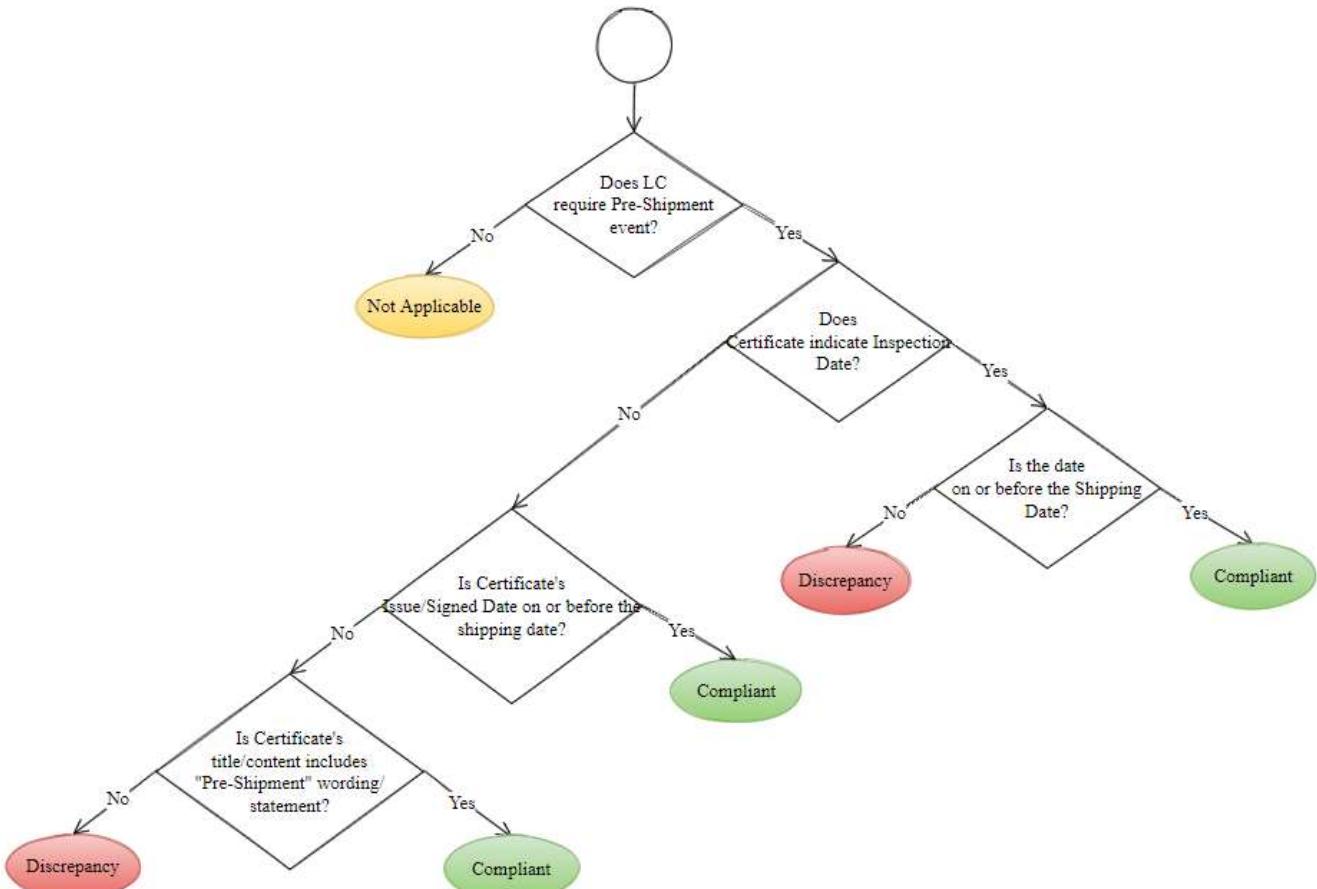
IF the Inspection Date on an applicable certificate **is later than the Shipping Date** on the Transport Document

THEN Inspection Date is highlighted on the K-Matrix as a **discrepancy**

OR

IF the Issue Date/Date Signed on an applicable certificate **is later than the Shipping Date** on the Transport Document **AND** the Document Title or content does not contain “pre-shipment” on an applicable certificate

THEN Document Title is highlighted on the K-Matrix as a **discrepancy**



Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC46A or select that text using Click-to-Pick.
2. If LC 46A mentions a requirement for the document to show a pre-shipment event, one “child” field should be automatically extracted with the label “Required Document” for the transport document, and one grandchild field should be automatically extracted with the label “Requirement”. If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type in the document type in which the pre-shipment event reference is required or select that text using Click-to-Pick.

- c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
 - d. A new field should be added with the label “Requirement”.
 - e. In the extracted text of “Requirement,” the user will type “Pre-shipment” or extract it using Click-to-Pick.
 - f. The user should group this field together as a “child” with the abovementioned “Required Document” field appearing as the “parent”.
3. On the transport document, an annotation should be extracted for “Shipping Date”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Shipping Date”.
 - b. In the extracted text of this field, the user will type the shipping date or select that text using Click-to-Pick.
4. On all other applicable certificates, an annotation should be extracted for “Issue Date”, “Date Signed”, “Inspection Date”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Issue Date”, “Date Signed”, “Inspection Date”.
 - b. In the extracted text of this field, the user will type the issue date / date signed, Inspection Date or select that text using Click-to-Pick.
5. On all other applicable certificates, an annotation should be extracted for “Pre-Shipment”, “Document Title”.
- a. If this annotation is not automatically extracted, a new field should be added with the labels “Pre-Shipment”, “Document Title”.
 - b. In the extracted text of this field, the user will type the Document Title or pre-shipment information or select that text using Click-to-Pick (note: acceptable input for “Pre Shipment” is either “yes” or “no”, indicating either the presence of pre-shipment content in the certificate or the lack thereof).

Proforma Invoice Number (Doc to LC)

Rule ID: DC-DL-78

Description: The Proforma Invoice Number on all presented documents must exactly match at least one Proforma Invoice Number on the letter of credit.

Class: Document to LC comparison

Normalization: [AlphanumericZ](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	45A – Description of Goods	Description of Goods
Child	Proforma Invoice Number	Proforma Invoice Number
Parent	46A – Documents Required	
Child	Required Document	
Grandchild	Proforma Invoice Number	

Applicable Common Document Types:

All documents are applicable.

Logic:

IF the Letter of Credit contains at least one Proforma Invoice Number in field 45A and/or 46A **AND** the Proforma Invoice Number on the applicable document **does not exactly match** at least one Proforma Invoice Number on the Letter of Credit

THEN Proforma Invoice Number is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 45A – Description of Goods” and a child field should be automatically extracted with the label “Proforma Invoice Number”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “LC 45A – Description of Goods”.
 - b. In the extracted text of this field, the user will type the goods description or select that text using Click-to-Pick.
 - c. A child annotation should be created for each Proforma Invoice Number listed in 45A, each with their own label: “Proforma Invoice Number”. If there is a list of numbers, there should be multiple “Proforma Invoice Number” annotations, all as children of 45A.
2. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.

- a. If this annotation is not automatically extracted, a new field should be added with the label "LC 46A – Documents Required".
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
3. If LC 46A indicates one of the applicable documents as a required document, a "child" field should be automatically extracted with the label "Required Document" for each applicable document type, and a "grandchild" field should be automatically extracted with the label "Proforma Invoice Number". If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label "Required Document".
 - b. In the extracted text of "Required Document," the user will type the indicated document type or select that text using Click-to-Pick.
 - c. The user should group this field together as a "child" with LC 46A appearing as the "parent".
 - d. Once this is completed, the user should add another field with the label "Proforma Invoice Number".
 - e. In the extracted text of "Proforma Invoice Number" user will type the number that is indicated in the document requirements or select that text using Click-to-Pick.
 - f. The user should then group this field together as a "child" with "Required Document" appearing as the "parent." So, this field will be the child of "Required Document" and the grandchild of LC 46A.
4. On all other applicable documents, an annotation should be extracted for Description of Goods, with "Proforma Invoice Number" appearing as a child.
 - a. If these annotations are not automatically extracted, a new field should be added with the label "Description of Goods".
 - b. In the extracted text of this field the user will type the goods description or select that text using Click-to-Pick.
 - c. The user should then add a child to the above field, with the label "Proforma Invoice Number".
 - d. In the extracted text of this field the user will type the proforma invoice number or select that text using Click-to-Pick.

Purchase Order Date Consistency (Doc-to-LC, Doc-to-Doc)

Rule ID: DC-DD-49

Description: Purchase Order Date(s) must match across all documents within a document set and with Purchase Order Date(s) stated on the Letter of Credit.

Class: Document to document comparison; Document to LC comparison

Normalization: Date

Fields and Labels

Letter of Credit				All Other Applicable Documents
Parent	45A – Descriptions Of Goods and or Services	46A – Documents Required	47A – Additional Conditions	Description Of Goods
Child	Merchandise	Required Document	Document(s)	Merchandise
Grandchild	Purchase Order Number	Purchase Order Number	Purchase Order Number	Purchase Order Number
Great-grandchild	Purchase Order Date	Purchase Order Date	Purchase Order Date	Purchase Order Date

Applicable Common Document Types:

Letter of Credit (LC) or Invoice (INV) compared against all common document types

Logic:

IF Purchase Order Date on an applicable document **does not exactly match** the Purchase Order Date mentioned on another applicable document*

THEN Purchase Order Date is highlighted on the Decision Summary as a **discrepancy**

Note: TradeSun will not compare Purchase Order Dates indicated under different Merchandise annotations.

*Purchase Order Date on all applicable documents will be matched as per the below priority:

IF Purchase Order Date exists on Letter of Credit

THEN Purchase Order Date on all other documents will be matched with Purchase Order Date on Letter of Credit (if PO Number present on LC)

ELSE Purchase Order Date on all other documents will be matched with Purchase Order Date on Invoice (if PO Number present on INV)

ELSE across all applicable documents (if PO Number present on at least two documents)

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “45A – Descriptions of Goods and/or Services”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “45A – Descriptions of Goods and/or Services”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.
2. If LC 45A indicates a merchandise description, a new field should be added with the label “Merchandise”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”.
 - b. In the extracted text of “Merchandise”, user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 45A appearing as the “parent”.
3. If LC 45A indicates a Purchase Order Number for this merchandise, a new field should be added with the label “Purchase Order Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Number”.
 - b. In the extracted text of “Purchase Order Number”, user will type the actual purchase order number or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Merchandise” appearing as the “parent”.
4. If LC 45A indicates a Purchase Order Date, a new field should be added with the label “Purchase Order Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Date”.
 - b. In the extracted text of “Purchase Order Date”, user will type the actual Purchase Order Date or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Purchase Order Number” appearing as the “parent”.
5. On the Letter of Credit, an annotation should be extracted for “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
6. If LC 47A indicates a Purchase Order Date requirement, three fields should be added below 47A: “Document(s)” at the child level, “Purchase Order Number” at the “grandchild” level and “Purchase Order Date” at the “great grandchild” level. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Document(s)”.
 - b. In the extracted text of “Document(s)”, user will type the document name or select that text using Click-to-Pick. If there is more than one document applicable, each document name should be separated by the word “AND” (e.g., “Invoice AND Bill of Lading”)
 - c. This field should then be grouped together as a “child” with “47A – Additional Conditions” appearing as the “parent”.
 - d. A new field should be added with the label “Purchase Order Number”.
 - e. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Number”.
 - f. In the extracted text of “Purchase Order Number”, user will type the actual purchase order number or select that text using Click-to-Pick.

- g. This field should then be grouped together as a “grandchild” with “Document(s) appearing at the “parent” and “47A – Additional Conditions” appearing as the “grandparent”.
 - h. A new field should be added with the label “Purchase Order Date”.
 - i. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Date”.
 - j. In the extracted text of “Purchase Order Date”, user will type the actual purchase order date or select that text using Click-to-Pick.
 - k. This field should then be grouped together as a “great grandchild” with “Purchase Order Number” appearing as the “parent”, “Document(s) appearing at the “grandparent” and “47A – Additional Conditions” appearing as the “great grandparent”.
7. On the commercial Invoice, an annotation should be extracted for “Description of Goods”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
8. If the description of goods indicates a merchandise description, a new field should be added with the label “Merchandise”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”.
 - b. In the extracted text of “Merchandise”, user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.
9. If this merchandise has a Purchase Order Date, a new field should be added with the label “Purchase Order Date”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Date”.
 - b. In the extracted text of “Merchandise”, user will type the actual Purchase Order Date or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Purchase Order Number” appearing as the “parent”.
10. On the other applicable documents, an annotation should be extracted for “Description of Goods”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
11. If the description of goods indicates a merchandise description, a new field should be added with the label “Merchandise”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”.
 - b. In the extracted text of “Merchandise”, user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.
12. If this merchandise has a Purchase Order Date, a new field should be added with the label “Purchase Order Date”.
- a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Date”.
 - b. In the extracted text of “Merchandise”, user will type the actual Purchase Order Date or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Merchandise” appearing as the “parent”.

Purchase Order Number Consistency (Doc-to-LC, Doc-to-Doc)

Rule ID: DC-DD-48

Class: Document to document comparison

Normalization: AlphanumericZ

Fields and Labels

	Letter of Credit			All Other Applicable Documents
Parent	45A – Descriptions Of Goods and or Services	46A – Documents Required	47A – Additional Conditions	Description Of Goods
Child	Merchandise	Required Document	Document(s)	Merchandise
Grandchild	Purchase Order Number	Purchase Order Number	Purchase Order Number	Purchase Order Number

Applicable Common Document Types:

Letter of Credit (LC) or Invoice (INV) compared against: all common document types

Logic:

IF Purchase Order Number on an applicable document **does not exactly match** the Purchase Order Number mentioned on another applicable document*

THEN Purchase Order Number is highlighted on the Decision Summary as a **discrepancy**

*Purchase Order Number on all applicable documents will be matched as per the below priority:

IF Purchase Order Number exists on Letter of Credit

THEN Purchase Order Number on all other documents will be matched with Purchase Order Number on Letter of Credit (if PO Number present on LC)

ELSE Purchase Order Number on all other documents will be matched with Purchase Order Number on Invoice (if PO Number present on INV)

ELSE across all applicable documents. (if PO Number present on at least two documents)

Note: TradeSun will not compare Purchase Order Numbers indicated under different Merchandise annotations.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “45A – Descriptions of Goods and/or Services”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “45A – Descriptions of Goods and/or Services”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 45A or select that text using Click-to-Pick.
2. If LC 45A indicates a merchandise description, a new field should be added with the label “Merchandise”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”.
 - b. In the extracted text of “Merchandise”, user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with LC 45A appearing as the “parent”.
3. If LC 45A indicates a Purchase Order Number for this merchandise, a new field should be added with the label “Purchase Order Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Number”.
 - b. In the extracted text of “Purchase Order Number”, user will type the actual purchase order number or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Merchandise” appearing as the “parent”.
4. On the Letter of Credit, an annotation should be extracted for “47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “47A – Additional Conditions”.
 - b. In the extracted text of the above fields, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
5. If LC 47A indicates a Purchase Order Number requirement, two fields should be added below 47A: “Document(s)” at the child level, and “Purchase Order Number” at the grandchild level. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Document(s)”.
 - b. In the extracted text of “Document(s)”, user will type the document name or select that text using Click-to-Pick. If there is more than one document applicable, each document name should be separated by the word “AND” (e.g., “Invoice AND Bill of Lading”)
 - c. This field should then be grouped together as a “child” with “47A – Additional Conditions” appearing as the “parent”.
 - d. A new field should be added with the label “Purchase Order Number”.
 - e. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Number”.
 - f. In the extracted text of “Purchase Order Number”, user will type the actual purchase order number or select that text using Click-to-Pick.
 - g. This field should then be grouped together as a “grandchild” with “Document(s) appearing at the “parent” and “47A – Additional Conditions” appearing as the “grandparent”.
6. On the commercial Invoice, an annotation should be extracted for “Description of Goods”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
7. If the description of goods indicates a merchandise description, a new field should be added with the label “Merchandise”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”.
 - b. In the extracted text of “Merchandise”, user will type the merchandise description or select that text using Click-to-Pick.

- c. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.
- 8. If this merchandise has a Purchase Order Number, a new field should be added with the label “Purchase Order Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Number”.
 - b. In the extracted text of “Merchandise”, user will type the actual purchase order number or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Merchandise” appearing as the “parent”.
- 9. On the other applicable documents, an annotation should be extracted for “Description of Goods”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of the above fields, the user will type the applicable text from the document or select that text using Click-to-Pick.
- 10. If the description of goods indicates a merchandise description, a new field should be added with the label “Merchandise”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Merchandise”.
 - b. In the extracted text of “Merchandise”, user will type the merchandise description or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Description of Goods” appearing as the “parent”.
- 11. If this merchandise has a Purchase Order Number, a new field should be added with the label “Purchase Order Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Purchase Order Number”.
 - b. In the extracted text of “Merchandise”, user will type the actual purchase order number or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Merchandise” appearing as the “parent”.

Registration Number Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-52

Description: Registration Number should be consistent amongst all applicable documents.

Class: Document to document comparison

Normalization: [Dictionary](#)

Fields and Labels

All Applicable Documents	
Parent	Registration Number

Applicable Common Document Types:

All document types are applicable.

Logic:

IF Registration Number on any applicable document **does not exactly equal** the Registration Number on any other applicable document

THEN Registration Number is highlighted on the Decision Summary as a **discrepancy**.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Registration Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Registration Number”.
 - b. In the extracted text of this field the user will type the Registration Number or select that text using Click-to-Pick.

Required Documents (BOL)

Rule ID: DC-DL-4

Description: If LC 46A calls for Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill then this document respectively must be presented.

Class: LC to Presentation comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Applicable Transport Documents
Parent	LC 46A – Documents Required	Charter Party Indication Clause
Child	Required Document	

Note: In the extracted text of “Charter Party Indication Clause” the text should read “Yes” or “No”

Applicable Common Document Types:

Transport Documents that are accepted as a Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill:

- 1. Bill of Lading (BOL)
- 2. Multimodal Bill of Lading (MBOL)
- 3. Non-Negotiable Sea Waybill (NNSW)

Transport Documents that are not accepted as a Bill of Lading and will flag a discrepancy:

- 1. Charter Party Bill of Lading

Logic:

IF LC 46A calls for a Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill and the presentation **does not contain** a Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill

or

IF LC 46A calls for a Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill and the Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill contains indication of a charter party

THEN Bill of Lading is highlighted on the Decision Summary screen as a **discrepancy**

Required Document (as determined)	Presented Document	Charter Party indication/clause	Discrepancy?
Bill of Lading / Multimodal Bill of Lading / Non-Negotiable Sea Waybill	CPBOL (charter party bill of lading)	No	Yes
	BOL (Bill of Lading)		No
	MBOL (Multimodal Bill of Lading)		No
	NNSWB (Non-Negotiable Sea Waybill)		No
	CPBOL	Yes	Yes
	BOL		
	MBOL		
	NNSWB		

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Document Classification screen, ensure that all document types are classified correctly.
2. On the Letter of Credit, an annotation should be extracted for “LC 46A – Documents Required”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 46A – Documents Required”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
3. If LC 46A indicates any required documents, a “child” field should be automatically extracted for each document listed, with the label “Required Document”.
 - a. If these annotations are not automatically extracted, new fields should be added with the label “Required Document”.
 - b. In the extracted text of this field, the user will type out the document type or select that text using Click-to-Pick.
4. On all other applicable documents, if there is any charter party indication or any clause indicating that the document is, in fact, a Charter Party Bill of Lading, the user must do the following:
 - a. An annotation should be automatically extracted with the label “Charter Party Indication Clause”.
 - b. If this annotation is not automatically extracted, a new field should be added with the label “Charter Party Indication Clause”.
 - c. In the extracted text of this field, the user will type “Yes” (if indication of Charter Party) or “No” (if no indication of Charter Party) using Click-to-Pick.

Note: Discrepancies for Required Documents are not listed in the K-Matrix, but rather you will find them at the end of the workflow in the Decision Summary. It will appear as follows:

Title	Information	Status
Document Discrepancy	Document type shipping certificate is not presented, UCP art.17(a)	Discrepancy
Document Discrepancy	Document type Beneficiary certificate is not presented, UCP art.17(a)	Discrepancy
Document Discrepancy	Document type packing list is not presented, UCP art.17(a)	Discrepancy

Required Reference (LC Number)

Rule ID: MD-DL-1

Description: If LC 46A or 47A indicates that a specific document must refer to the LC, the specified document within the presentation must contain that LC reference.

Class: Document to LC comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	46A - Documents Required / 47A – Additional Conditions	Letter of Credit Number
Child	Required Document / Document(s)	
Grandchild	Requirement	

Note: In the Letter of Credit, the field with the label "Required Reference" will refer to an LC number in the extracted text rather than citing the number specifically (i.e. the extracted text value will read "Letter of Credit Number").

Applicable Common Document Types:

All document types are applicable.

Logic:

IF the Letter of Credit Number **is not extracted** on a required document

THEN Letter of Credit Number will appear as <MISSING> on the K-Matrix for that document and will be highlighted as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 46A – Documents Required".
 - b. In the extracted text of this field, the user will type the applicable text from LC46A or select that text using Click-to-Pick.
2. If LC 46A mentions a requirement for the document to show a Letter of Credit Number, one "child" field should be automatically extracted with the label "Required Document" for the transport document, and one grandchild field should be automatically extracted with the label "Required Reference". If these annotations are not extracted automatically, the user should do the following:
 - a. A new field should be added with the label "Required Document".

- b. In the extracted text of “Required Document,” the user will type in the document type in which the Letter of Credit Number reference is required or select that text using Click-to-Pick.
- c. The user should group this field together as a “child” with LC 46A appearing as the “parent”.
- d. A new field should be added with the label “Required Reference”.
- e. In the extracted text of “Required Reference,” the user will type in the text “Letter of Credit Number” or using Click-to-Pick.
- f. The user should group this field together as a “child” with the abovementioned “Required Document” field appearing as the “parent”.
- g. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
46A - Documents Required	x ▾ 1. SIGNED COMMERCIAL INVOICE IN ORIGINAL AT	green	red trash
Required Document	x ▾ OCEAN BILLS OF LADING	red	red trash
Goods Package Condition	x ▾ CLEAN ON BOARD	red	red trash
Required Reference	x ▾ LETTER OF CREDIT NUMBER	green	red trash
Freight Charges	x ▾ FREIGHT COLLECT	green	red trash
Required Document	x ▾ CERTIFICATE OF ORIGIN	red	red trash

- 3. On all other applicable documents, an annotation should be extracted for “Letter of Credit Number”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Letter of Credit Number”.
 - b. In the extracted text of this field the user will type the LC number or select that text using Click-to-Pick.
 - c. If there is no Letter of Credit Number indicated on the document, the user will leave the extracted text blank.

Note: Steps 1-3 can be repeated for the “47A – Additional Conditions” and “Document(s) annotations, if required.

Seal Number Check (Doc-to-Doc)

Rule ID: DC-DD-14

Description: Seal numbers on the Invoice and/or Packing List must exactly match seal numbers on any transport document.

Class: Transport document to Invoice/Packing List comparison

Normalization: [Seal Number](#)

Fields and Labels

	Invoice/Packing List	All Applicable Transport Documents
Parent	Seal Number(s)	Seal Number(s)

Note: TradeSun uses the tilde (~) as a separator for seal numbers in list form. If there is more than one seal number extracted from a document, it will appear in list form as follows:

SealNumber~SealNumber~SealNumber~SealNumber~SealNumber

Applicable Common Document Types: Invoice (INV) and/or Packing List (PKL), compared against the following:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

Logic: Seal numbers on invoice and packing list are compared against seal numbers on the transport documents to identify discrepancies:

IF the Invoice's Seal Numbers **do not exactly match** the Seal Numbers on any one of the transport documents (with no additional or missing numbers appearing)

THEN the Seal Numbers annotation on the Invoice is highlighted on the K-Matrix as a **discrepancy**

IF the Packing List's Seal Numbers **do not exactly match** the Seal Numbers on any one of the transport documents (with no additional or missing numbers appearing)

THEN the Seal Numbers annotation on the Packing List is highlighted on the K-Matrix as a **discrepancy**

Note: There is no comparison between the Invoice and the Packing List, so if different seal numbers appear in these two documents no discrepancy will be raised.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Invoice and/or Packing List, an annotation should be extracted for “Seal Number(s)”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Seal Number(s)”.
 - b. In the extracted text of this field, the user will type all the seal numbers in the document or select that text using Click-to-Pick.
2. On all other applicable transport documents, an annotation should be extracted for “Seal Number(s)”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Seal Number(s)”.
 - b. In the extracted text of this field the user will type all the seal numbers in the document or select that text using Click-to-Pick.

Signature Requirement

Rule ID: MD-DL-6

Description: Signature must appear on every applicable document as per the LC terms (46A, 47A).

Class: Document to LC comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit		All Other Applicable Documents
Parent	46A – Documents Required	47A – Additional Conditions	Signature
Child	Required Document	Document(s)	-
Grandchild	Requirement	Requirement	-

Note: the extracted text for "Requirement" in the LC should be "Signed" or "Must be signed"

Applicable Common Document Types:

All document types are applicable.

Logic:

If Signature is not indicated anywhere on an applicable document as per the LC terms
 THEN that document is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 46A – Documents Required".
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.
2. If LC 46A indicates the required document, a "child" field should be automatically extracted with the label "Required Document" for the document, and a "grandchild" field should be automatically extracted with the label "Requirement." If this annotation is not automatically extracted, the user should do the following:
 - a. A new field should be added with the label "Required Document".
 - b. In the extracted text of "Required Document," the user will type document name or select that text using Click-to-Pick.
 - c. A new field should be added with the label "Requirement" under the parent required document.
 - d. In the extracted text of "Requirement," the user will manually type "Signed" or "must be signed" or select that text using Click-to-Pick.

- e. The user should group this field together as a “Child” of “Required Document” with LC 46A appearing as the “grandparent”.
- f. The result will appear as follows:

	46A - DOCUMENTS REQUIRED	X	1. DRAFT FOR 100 PERCENT OF INVOICE VALUE. 2. COMPLETE SET OF ORIGINAL AIRWAY BILL MADE TO THE ORDER		
	- REQUIRED DOCUMENT	X	DRAFT		
	SIGNED BY	X			
	REQUIREMENT	X			

- 3. On the Letter of Credit, an annotation should be extracted for “LC 47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 47A – Additional Conditions”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
- 4. If LC 47A indicates the document, a “child” field should be automatically extracted with the label “Document(s)” for the document, and a “grandchild” field should be automatically extracted with the label “Requirement.” If this annotation is not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Document(s)”.
 - b. In the extracted text of “Document(s),” the user will type document name or select that text using Click-to-Pick.
 - c. A new field should be added with the label “Requirement”.
 - d. In the extracted text of “Requirement” the user will manually type “Signed” or “must be signed” or select that text using Click-to-Pick.
 - e. The user should group this field together as “child” of “Required Document” with LC 47A appearing as the “grandparent”.
 - f. The result will appear as follows:

Field	Extracted Text
	47A - ADDITIONAL CONDITIONS X 1. IMPORT IS COVERED UNDER NON NEGATIVE LIST OF IMPORT - EXPORT POLICY 2015-2020. 2. ALL DOCUMENTS S
	- DOCUMENT(S) X
	REQUIREMENT X
	SIGNED BY X

- 5. On all other applicable documents, a “parent” annotation should be automatically extracted with the label “Signature”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Signature”.
 - b. In the extracted text of this field, the user will type either “Yes” or “No” as applicable.

Signed By Requirement

Rule ID: MD-DL-7

Description: If a document is to be Signed by a specified Entity or Role as per the Letter of Credit, then that document's Signed By Name must match the party details for that Entity or Role as per the Letter of Credit.

Class: Document to LC comparison

Normalization: [Dictionary](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	46A – Documents Required	Signed By
Child	Required Document	Signed By Name
Grandchild	Signed By Requirement	
Parent	47A – Additional Conditions	
Child	Document(s)	
Grandchild	Signed By Requirement	

Note: the extracted text for "Signed By Requirement" in the LC should be an indicator of the role or entity (e.g. "Beneficiary" or "Chamber of Commerce"). Other annotations will also be required, depending on the entity or role indicated on the LC (e.g. if the requirement is to be signed by the Beneficiary, then LC 59 - Beneficiary should also be present).

Applicable Common Document Types:

All document types are applicable.

Logic:

IF the Letter of Credit indicates that a document must be signed by a specific entity or role, and the applicable document's Signed By Name **does not equal** the name of that entity or role as per the LC
THEN Signed By Name is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 46A – Documents Required".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 46A – Documents Required".
 - b. In the extracted text of this field, the user will type the applicable text from LC 46A or select that text using Click-to-Pick.

2. A “child” field should be automatically extracted for each required document mentioned in LC 46A, with the label “Required Document”, and a “grandchild” field should be automatically extracted with the label “Signed By” where applicable. If this annotation is not automatically extracted, the user should do the following:
 - a. A new child field should be added with the label “Required Document”.
 - b. In the extracted text of “Required Document,” the user will type the document name or select that text using Click-to-Pick.
 - c. A new child field should be added with the label “Signed By” under the “Required Document” parent (this will be a grandchild of LC 46A)
 - d. In the extracted text of “Signed By,” the user will manually type the indicated entity/role or select that text using Click-to-Pick.
3. On the Letter of Credit, an annotation should be extracted for “LC 47A – Additional Conditions”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “LC 47A – Additional Conditions”.
 - b. In the extracted text of this field, the user will type the applicable text from LC 47A or select that text using Click-to-Pick.
4. A “child” field should be automatically extracted with the label “Document(s)” for each applicable document, and a “grandchild” field should be automatically extracted with the label “Signed By.” If these annotations are not automatically extracted, the user should do the following:
 - a. A new child field should be added with the label “Document(s)”
 - b. In the extracted text of “Document(s),” the user will type the document name or select that text using Click-to-Pick.
 - c. A new child field should be added with the label “Signed By” under the “Document(s)” parent (this will be a grandchild of LC 47A)
 - d. In the extracted text of “Signed By,” the user will manually type the indicated entity/role or select that text using Click-to-Pick.
5. On all other applicable documents, a “parent” annotation should be automatically extracted with the label “Signed By” and a child annotation should be automatically extracted with the label “Signed By Name”
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Signed By”.
 - b. In the extracted text of this field, the user will type the party information or select that text using Click-to-Pick.
 - c. Another extraction should be added as a child of “Signed By”, with the label “Signed By Name”.
 - d. In the extracted text of this field, the user will type the party name or select that text using Click-to-Pick.

Shipper Consistency Check (Doc-to-Doc)

Rule ID: DC-DD-63

Description: The Shipper on the applicable documents must match the Shipper on the Transport Document.

Class: Document to document comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

	Transport Document	All Other Applicable Documents
Parent	Shipper	Shipper
Child	Shipper Name	Shipper Name
Child	Shipper Country	Shipper Country

Applicable Common Document Types:

All document types are applicable, compared against the following Transport Documents:

1. Air Waybill (AWB)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Railroad Transport Document (RRTD)
7. Sea Waybill (SWBILL)
8. Cargo Receipt (CRCPT)
9. Truck Bill of Lading (TBOL)
10. Delivery Note (DLN)

Logic:

IF the Shipper Name and/or Country on an applicable document does not **exactly equal** the Shipper Name and/or Country

THEN Shipper Name and/or Country is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Transport Document, an annotation should be extracted for “Shipper”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Shipper”.
 - b. In the extracted text of this field, the user will type the shipper information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for Shipper, two “child” annotations should be extracted for “Shipper Name,” and “Shipper Country”.

- a. If these annotations are not automatically extracted, a new field should be added with the label “Shipper Name”.
- b. In the extracted text of this field, user will type the shipper’s name or select that text using Click-to-Pick.
- c. This field should then be grouped together as a “child” with “Shipper” appearing as the “parent”.
- d. Steps A-C should be repeated for “Shipper Country”.
- e. The result will appear as follows:

Field	Extracted Text	Confidence	Delete
Shipper	x ▾ ABCD COMPANY 355 NORTH GRATE AVENUE MAIL CODE 494-10 LOS ANGELES , CA 90017		
Shipper Country	x ▾ UNITED STATES OF AMERICA		
Shipper Name	x ▾ ABCD COMPANY		
Shipper Address	x ▾ 355 NORTH GRATE AVENUE MAIL CODE 494-10 LOS ANGELES , CA 90017		

3. On all other applicable documents, an annotation should be extracted for “Shipper”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Shipper”.
 - b. In the extracted text of this field, the user will type the shipper information or select that text using Click-to-Pick.
4. Under the abovementioned annotation, two child annotations should be extracted for “Shipper Name” and “Shipper Country”.
5. If these annotations are not automatically extracted, two new fields should be added with the labels “Shipper Name” and “Shipper Country”.
6. In the extracted text of these fields the user will type the shipper’s name and country or select that text using Click-to-Pick.
7. These fields should then each be grouped together as “children” with “Shipper” appearing as the “parent”.

Shipper Consistency Check (Doc-to-Itself)

Rule ID: DC-DI-34

Description: Multiple Shipper annotations (Shipper Name and Shipper Country) on the same document must be consistent.

Class: Document to itself comparison

Normalization: [Company Name](#), [Country](#)

Fields and Labels

All Applicable Documents		
Parent	Shipper	
Child	Shipper Name	Shipper Name
Child	Shipper Country	Shipper Country

Applicable Common Document Types:

All document types are applicable.

Logic:

IF the Shipper Name and/or Country on an applicable document does not **match** another Shipper Name and/or Country annotation on the same document

THEN Shipper Name and/or Country inconsistency is highlighted on the Decision Summary as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all applicable documents, an annotation should be extracted for “Shipper”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Shipper”.
 - b. In the extracted text of this field, the user will type the shipper information or select that text using Click-to-Pick.
2. Under the abovementioned annotation for Shipper, two “child” annotations should be extracted for “Shipper Name,” and “Shipper Country”.
 - a. If these annotations are not automatically extracted, a new field should be added with the label “Shipper Name”.
 - b. In the extracted text of this field, user will type the shipper’s name or select that text using Click-to-Pick.
 - c. This field should then be grouped together as a “child” with “Shipper” appearing as the “parent”.
 - d. Steps A-C should be repeated for “Shipper Country”.
 - e. The result will appear as follows:



Field	Extracted Text	Confidence	Delete
Shipper	X ▾ ABCD COMPANY 355 NORTH GRATE AVENUE MAIL CODE 494-10 LOS ANGELES , CA 90017		
Shipper Country	X ▾ UNITED STATES OF AMERICA		
Shipper Name	X ▾ ABCD COMPANY		
Shipper Address	X ▾ 355 NORTH GRATE AVENUE MAIL CODE 494-10 LOS ANGELES , CA 90017		

Shipping Date Definition (Doc-to-Itself)

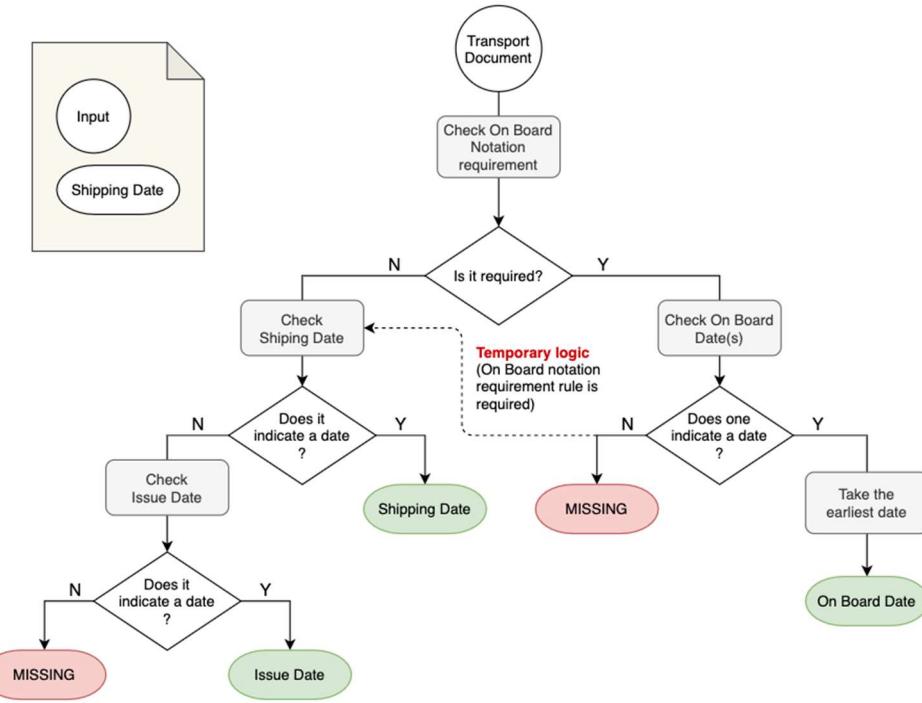
Rule ID: DC-DI-6, DC-DI-7, DC-DI-8

Description: This rule determines the date of shipment (Shipping Date) on a transport document, to be used by other rules.

Shipping Date is represented as one of the following labels, based on whether they are present in the document. The order of labels that TradeSun recognizes is as follows:

1. On Board Date – if more than one, the earliest date is used for rule checks
2. Shipping Date
3. Issue Date

If none of the above are present, then a discrepancy will appear in the Decision Summary: “**Cannot Identify Shipping Date**”



Notes:

- In the initial implementation scope, this rule assumes a missing On Board Date as not required
- If a partial shipment has been effected (i.e. there is more than one shipment evident in the presentation), then the shipping date rules will not fire. Instead, there will be a separate Partial Shipment Related discrepancy that appears in the Decision Summary.

Class: Document to LC comparison

Normalization: [Date](#)

Fields and Labels

Transport Document	
Parent	On Board Date

Parent	Shipping Date
Parent	Issue Date

Applicable Common Document Types:

- | | |
|---|---------------------------------------|
| 1. Multimodal Bill of Lading (MBOL) | 6. Railroad Transport Document (RRTD) |
| 2. Bill of Lading (BOL) | 7. Sea Waybill (SWBILL) |
| 3. Charter Party Bill of Lading (CPBOL) | 8. Cargo Receipt (CRCPT) |
| 4. Non-Negotiable Seaway Bill (NNSWB) | 9. Truck Bill of Lading (TBOL) |
| 5. Air Waybill (AWB) | 10. Delivery Note (DLN) |

Logic:

IF a transport document indicates an On Board date

THEN shipping date to be used for all rules is “On Board Date” (earliest date if more than one On-Board annotation present) else it is the “Shipping Date”, else it is the “Issue Date”

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the transport document, an annotation should be extracted for “On Board Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “On Board Date”.
 - b. In the extracted text of this field, the user will type the on board date or select that text using Click-to-Pick.
2. If “On Board Date” is not present, the user will use the following annotations in order of priority:
 - a. Shipping Date (when no On Board Date)
 - b. Issue Date (when no Shipping Date)

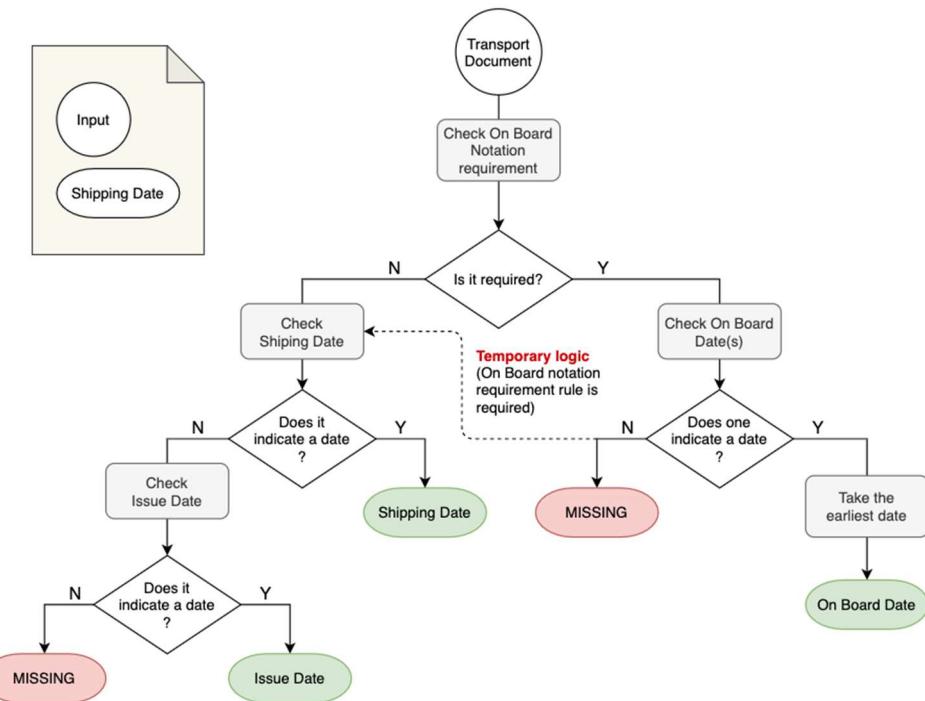
Shipping Date Definition (Doc to Itself) – Non-Negotiable Sea Waybill

Rule ID: DC-DI-12

Description: This rule determines the date of shipment (Shipping Date) on a transport document, to be used by other rules.

Shipping Date is represented as one of the following labels, based on whether they are present in the document. The order of labels that TradeSun recognizes is as follows:

1. On Board Date – if more than one, the earliest date is used for rule checks
2. Shipping Date
3. Issue Date



Class: Document to Itself

Normalization: [Date](#)

Fields and Labels

Non-Negotiable Sea Way Bill	
Parent	Shipped on Board
Parent	On Board Date
Parent	Shipping Date

Parent	Issue Date
--------	------------

Applicable Common Document Types:

1. Non-Negotiable Seaway Bill (NNSWB)

Logic:

IF a Non Negotiable Sea Way Bill indicates an On Board date

THEN shipping date to be used for all rules is “On Board Date” (earliest date if more than one On-Board annotation present) else it is the “Shipping Date”, else it is the “Issue Date”

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the NNSWB, an annotation should be extracted for “On Board Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “On Board Date”.
 - b. In the extracted text of this field, the user will type the on board date or select that text using Click-to-Pick.
2. If “On Board Date” is not present, the user will use the following annotations in order of priority:
 - a. Shipping Date (when no On Board Date)
 - b. Issue Date (when no Shipping Date)

Shipping Date (Doc to LC) – Partial Shipment allowed

Rule ID: DC-DL-43

Description: This rule determines the date of shipment (Shipping Date) when more than one set of transport documents are presented and partial shipment is allowed

Class: Document to LC comparison

Normalization: Date

Fields and Labels

	Letter of Credit	Transport Documents
Parent	43P – Partial Shipment	On Board Date
Parent		Shipping Date
Parent		Issue Date

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Air Waybill (AWB)
7. Railroad Transport Document (RRTD)
8. Sea Waybill (SWBILL)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF more than 1 set of transport documents are presented and **partial shipment is allowed**
THEN Shipping Date must be the earliest of the individual document shipping dates

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 43P – Partial Shipments”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “43P – Partial Shipments”.
 - b. In the extracted text of this field, the user will type “allowed” or select that text using Click-to-Pick.
2. On the transport document, an annotation should be extracted for “On Board Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “On Board Date”.
 - b. In the extracted text of this field, the user will type the on board date or select that text using Click-to-Pick.
3. If “On Board Date” is not present, the user will use the following annotations in order of priority:
 - a. Shipping Date (when no On Board Date).
 - b. Issue Date (when no Shipping Date).

Shipping Date (Doc to LC) – Partial Shipment not allowed

Rule ID: DC-DL-51

Description: This rule determines the date of shipment (Shipping Date) when more than one set of transport documents are presented and partial shipment is not allowed

Class: Document to LC comparison

Normalization: [Date](#)

Fields and Labels

	Letter of Credit	Transport Documents
Parent	43P – Partial Shipment	On Board Date
Parent		Shipping Date
Parent		Issue Date

Applicable Common Document Types:

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Air Waybill (AWB)
7. Railroad Transport Document (RRTD)
8. Sea Waybill (SWBILL)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF more than 1 set of transport documents are presented and **partial shipment is not allowed**
THEN Shipping Date must be the latest of the individual document shipping dates

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for “LC 43P – Partial Shipments”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “43P – Partial Shipments”.
 - b. In the extracted text of this field, the user will type “not allowed” or select that text using Click-to-Pick.
2. On the transport document, an annotation should be extracted for “On Board Date”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “On Board Date”.
 - b. In the extracted text of this field, the user will type the on board date or select that text using Click-to-Pick.
3. If “On Board Date” is not present, the user will use the following annotations in order of priority:
 - a. Shipping Date (when no On Board Date).



b. Issue Date (when no Shipping Date).

Shipping Date (Doc-to TDoc)

Rule ID: DC-DD-15

Description: The shipping date on any applicable document should exactly match the shipping date on transport documents.

Class: Document to Document comparison

Normalization: [Date](#)

Fields and Labels

	Transport Documents	All Other Applicable Documents
Parent	Shipping Date	Shipping Date

Note: If a partial shipment has been effected (i.e. there is more than one shipment evident in the presentation), then the shipping date rules will not fire. Instead, there will be a separate Partial Shipment Related discrepancy that appears in the Decision Summary.

Applicable Common Document Types:

Transport Documents:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Air Waybill (AWB)
6. Railroad Transport Document (RRTD)

Other applicable documents:

1. Beneficiary Letter (BENL)
2. Certificate of Insurance (COI)
3. Certificate of Origin (COO)
4. Certificate of Quantity (CQTY)
5. Certificate of Quality (CQUAL)
6. Draft (DRFT)
7. Invoice (INV)
8. Packing List (PKL)
9. Shippers Certificate (SC)

Logic:

IF the Shipping Date or Issue Date on an applicable document **does not exactly equal** the Shipping Date or Issue Date on any Transport Document

THEN Shipping Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the transport document, an annotation should be extracted for "Shipping Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Shipping Date".
 - b. In the extracted text of this field, the user will type the shipping date or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Shipping Date".

- a. If this annotation is not automatically extracted, a new field should be added with the label "Shipping Date".
- b. In the extracted text of this field, the user will type the shipping date or select that text using Click-to-Pick.

Shipping Date Check (Doc-to-LC)

Rule ID: DC-DL-73

Description: Shipping Date on applicable documents cannot be later than LC 44C - Latest Date of Shipment.

Class: Document to LC comparison

Normalization: [Date](#)

Fields and Labels

	Letter of Credit	All Other Applicable Documents
Parent	44C - Latest Date of Shipment	Shipping Date

Note: If a partial shipment has been effected (i.e. there is more than one shipment evident in the presentation), then the shipping date rules will not fire. Instead, there will be a separate Partial Shipment Related discrepancy that appears in the Decision Summary.

Applicable Common Document Types (see [Appendix B](#) for full list):

1. Letter of Credit (LC)
2. Multimodal Bill of Lading (MBOL)
3. Bill of Lading (BOL)
4. Charter Party Bill of Lading (CPBOL)
5. Non-Negotiable Seaway Bill (NNSWB)
6. Air Waybill (AWB)
7. Railroad Transport Document (RRTD)
8. Sea Waybill (SWBILL)
9. Cargo Receipt (CRCPT)
10. Truck Bill of Lading (TBOL)
11. Delivery Note (DLN)

Logic:

IF Shipping Date > LC 44C

THEN Shipping Date is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On the Letter of Credit, an annotation should be extracted for "LC 44C – Latest Date of Shipment".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "LC 44C – Latest Date of Shipment".
 - b. In the extracted text of this field, the user will type the latest date of shipment or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for "Shipping Date".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Shipping Date".

In the extracted text of this field the user will type the latest date of shipment or select that text using Click-to-Pick.

Vessel Name Check (Doc-to-Doc)

Rule ID: DC-DD-60

Description: The vessel name on any applicable document should exactly match the vessel name on at least one transport document.

Class: Document to Document comparison

Normalization: [Vessel](#)

Fields and Labels

	Transport Documents	All Other Applicable Documents
Parent	Vessel Name	Vessel Name

*Can also use “Vessel and Voyage Number”, “Vessel Name and IMO”

Applicable Common Document Types:

Transport Documents:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)

Other applicable Documents:

All document types are applicable.

Logic:

IF the Vessel Name on an applicable document **does not exactly equal** the Vessel Name on any Transport Document

THEN Vessel Name is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all the transport document, an annotation should be extracted for “Vessel Name”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Vessel Name”.
 - b. In the extracted text of this field the user will type the Vessel Name or select that text using Click-to-Pick.
2. On all other applicable documents, an annotation should be extracted for “Vessel Name”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Vessel Name”.

In the extracted text of this field the user will type the Vessel Name or select that text using Click-to-Pick.

Note: The same process can be replicated on “Vessel and Voyage Number”, “Vessel Name and IMO”.

Voyage Number Check (Doc-to-Doc)

Rule ID: DC-DD-17

Description: The Voyage Number date on any applicable document should exactly match the Voyage Number on transport documents.

Class: Document to Document comparison

Normalization: AlphanumericZ

Fields and Labels

	Transport Documents	All Other Applicable Documents
Parent	Voyage Number	Voyage Number

Applicable Common Document Types:

Transport Documents:

1. Multimodal Bill of Lading (MBOL)
2. Bill of Lading (BOL)
3. Charter Party Bill of Lading (CPBOL)
4. Non-Negotiable Seaway Bill (NNSWB)
5. Railroad Transport Document (RRTD)

Other applicable Documents:

1. Beneficiary Letter (BENL)
2. Certificate of Insurance (COI)
3. Certificate of Origin (COO)
4. Certificate of Quantity (CQTY)
5. Certificate of Quality (CQUAL)
6. Draft (DRFT)
7. Invoice (INV)
8. Packing List (PKL)
9. Shippers Certificate (SC)

Logic:

IF the Voyage Number on an applicable document **does not exactly equal** the Voyage Number on any Transport Document

THEN Voyage Number is highlighted on the K-Matrix as a **discrepancy**

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On all the transport document, an annotation should be extracted for "Voyage Number".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Voyage Number".
 - b. In the extracted text of this field the user will type the Voyage Number or select that text using Click-to-Pick
2. On all other applicable documents, an annotation should be extracted for "Voyage Number".
 - a. If this annotation is not automatically extracted, a new field should be added with the label "Voyage Number".

- b. In the extracted text of this field the user will type the Voyage Number or select that text using Click-to-Pick.

Weight Total (Doc-to-Itself)

Rule ID: DC-DI-30, DC-DI-31

Description: This rule is to ensure that the Weight totals on a document match its content.

Class: Document to itself comparison

Normalization: [Numeric](#)

Fields and Labels

All Documents	
Parent	Description of Goods
Child	Weight Total Net
Child	Weight Total Gross
Child	Merchandise
Grandchild	Weight Gross
Grandchild	Weight Net

Notes:

For a single annotation, the sum of all the unit quantities must match its total.

An example of how the annotations should appear is as follows. In this case, the merchandise includes multiple garment types, and so the weight for each type must be indicated as a child of the merchandise annotation, and then the total weight must be indicated as a child of the overall description of goods annotation:

Field	Extracted Text
--- Description of Goods	Garments – Shirts, T-shirts, Jeans
Weight Total Net	353
Weight Total Gross	355
--- Merchandise	Garments – Shirts, T-shirts, Jeans
Weight Gross	85 GMS
Weight Gross	85 GMS
Weight Gross	185 GMS
Weight Net	84.33 GMS
Weight Net	84.33 GMS
Weight Net	184.33 GMS

Applicable Common Document Types:

All Common Document Types are applicable.

Logic:

IF the sum of all the unit quantities of the applicable fields **do not exactly match** the corresponding totals

THEN the applicable annotation is highlighted on the K-Matrix as a **discrepancy**.

Process:

To ensure that this rule will run properly please ensure the following is completed on the Data Extraction screen:

1. On any applicable document, an annotation should be extracted for “Description of Goods”.
 - a. If this annotation is not automatically extracted, a new field should be added with the label “Description of Goods”.
 - b. In the extracted text of this field, the user will type the applicable text from the document or select that text using Click-to-Pick.
2. Under the abovementioned annotation, three “child” fields should be automatically extracted with the labels “Merchandise”, “Weight Total Gross” and “Weight Total Net”, and “grandchild” fields should be automatically extracted with the labels “Weight Net” and “Weight Gross”. If these annotations are not automatically extracted, the user should do the following:
 - a. A new field should be added with the label “Weight Total Gross”.
 - b. In the extracted text of “Weight Total Gross,” the user will type the total gross weight for the merchandise or select that text using Click-to-Pick.
 - c. The user should group this field together as a “child” with “Description of Goods” appearing as the “parent”.
 - d. The user will then repeat steps a-c for “Weight Total Net” and “Merchandise”.
3. Under the “Merchandise” annotation, “child” fields should be automatically extracted for all net and gross weights.
 - a. If these are not automatically extracted, the user should create a new field for each unit weight indicated, with the field label “Weight Gross” or “Weight Net” as applicable.
 - b. The user should then group all of these unit weight fields together with “Merchandise” appearing as the “parent” and “Description of Goods” appearing as the “grandparent”.

Appendix A: Normalization in Document Checking

Key-value pairs that are used for document checking are normalized so that comparisons execute correctly, and discrepancies are correctly identified. Other comparisons such as verifying the correctness of an extraction according to ground truth will benefit from this normalization.

Character Sets, Subsets & Punctuation strings

Alpha	a b c d e f g h i j k l m n o p q r s t u v w x y z A B C D E F G H I J K L M N O P Q R S T U V W X Y
Alphanumeric	a b c d e f g h i j k l m n o p q r s t u v w x y z A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0 1 2 3 4 5 6 7 8 9
Numeric	0 1 2 3 4 5 6 7 8 9
SWIFT [X]	/ - ? : () . , ' +
SWIFT [Z]	, - () / = ' + : ? ! " % & * < > ; { @ # _
Punctuation [ALL]	! " \$ % & £ ' () * + , - . : ; < = > ? @ [] ^ _ ` { } ~ \ # /
Punctuation [ALL_LESS_SWIFT_X]	! " \$ % & £ * ; < = > @ [] ^ _ ` { } ~ \ #
Punctuation [All_Less_SWIFT_Z]	\$ £ ' [] ^ ` { } ~ \

Normalization criteria for all values

All normalized values are transformed as follows:

- All alphabetic characters are converted to lower case (most TradeSun screens render in uppercase).
- All whitespace such as tabs, spaces, and newlines are removed from the beginning and end of any value.
- All whitespace such as tabs and spaces are converted to a single-space character for any whitespace that separates tokens in a value string.
- Diacritic (e.g. ä, ö, ç) characters from OCR are mapped and converted appropriately.

Specific Normalization Categories

Alpha:

At start, end, and throughout, **punctuation-ALL** are removed. All alphabetic characters are converted to lower case. Alphabetic characters will be displayed in uppercase in the UI.

AlphanumericZ:

At start and end, **punctuation-ALL** are removed and **punctuation-ALL_LESS_SWIFT_Z** are removed throughout. All alphabetic characters are converted to lower case. Alphabetic characters will be displayed in uppercase in the UI. Negative numbers are prepended with “-”. Numeric keys can have Units. Units are normalized. Supported units are currency, weight, and length. The unit can be

blank if unknown, in which case the user will need to enter it. For the purpose of rules, unit values will need to be recalculated to a standardized unit system for comparison.

Numeric:

At start, end, and throughout, **punctuation-ALL** are removed, and all alphabetic characters are removed or replaced with numeric. Negative numbers are prepended with “-”. Numeric keys may have Units. Units are normalized. Supported units are currency, weight, and length, volume and quantity are yet to be added. The unit can be blank if unknown, in which case the user will need to enter it. For the purpose of rules, unit values will need to be recalculated to a standardized unit system for comparison.

Date:

At start, end, and throughout, **punctuation-ALL** are removed. Dates are stored as a date object where year = xxxx month = xxx day = xx. The system normalizes and presents these across the board as **DDMMYYYY**. Following are the date formats the system shall recognize and normalize to the **DDMMYYYY** format:

- DD-MM-YY and MM-DD-YY
 - This only applies when using separators such as dot (.), (space), forward slash (/) or dash (-)
 - If EITHER MM OR DD is a value between 13-31, the system will recognise that value as DD and make the other MM, this means 24-06-19 and 06.24.19 both normalize to 24JUN2019.
 - However, if **both** DD and MM are values between 1-12, then this is ambiguous, and the system has no automatic way to understand the intended format. In this case, the system will default to understanding the input to be DDMMYY depending on the location of the year in the string. So 02-03-19 is normalized to 2MAR2019 and 03-02-19 is normalized to 03FEB2019.
- DD-MM-YYYY and MM-DD-YYYY
 - Regardless if the YYYY comes first or last in the string, if EITHER MM OR DD is a value between 13-31, the system will recognise that value as DD and make the other MM, this means 24-06-2019 and 06.24.2019 both normalize to 24JUN2019.
 - However, if **both** DD and MM are values between 1-12, the system will default to understanding the input to be YYYYMMDD or DDMMYYYY depending on the location of the year in the string. So 20190203 is normalized to 03FEB2019 and 02032019 is normalized to 02MAR2019.
- 24 Jun 2019 (with and without spaces. Accepts Jun, JUN, June, JUNE)
- June, 24 2019 (accepts Jun, JUN, June, JUNE)
- 2019JUN24 (accepts Jun, JUN, June, JUNE)
- June 24th 2019 (accepts Jun, JUN, June, JUNE)
- 2019, Jun 24th (accepts Jun, JUN, June, JUNE)

Container Loading Mark:

Character Normalization: Alpha

Input	Normalized Output
FCL	FULL CONTAINER LOAD
LCL	LESS THAN FULL CONTAINER LOAD
FCL/FCL	FULL CONTAINER LOAD / FULL CONTAINER LOAD
LCL/LCL	LESS THAN FULL CONTAINER LOAD / LESS

	THAN FULL CONTAINER LOAD
FCL/LCL	FULL CONTAINER LOAD / LESS THAN FULL CONTAINER LOAD
LCL/FCL	LESS THAN FULL CONTAINER LOAD / FULL CONTAINER LOAD
CY/CY	FULL CONTAINER LOAD / FULL CONTAINER LOAD
Full container load	FULL CONTAINER LOAD
Less than full container load	LESS THAN FULL CONTAINER LOAD

Country:

Character Normalization: Alpha

At start, end, and throughout, **punctuation-ALL** are removed. Countries shall be normalized to lowercase in the system. The character “&” is converted to “and”. All variations of country on automated responses for extraction are returned as single country. There are no multiples for normal forms; countries map to a single (canonical) normal form in a dictionary. Items entered into the UI for **key_type = country** are passed into this module for normalization as well.

Country of Origin:

Character Normalization: Alpha

At start, end, and throughout, **punctuation-ALL** are removed. Countries are normalized to respective Country & Continent labels where available and normalized to lowercase. They are structured in normalized form as a tuple, as follows:

<COUNTRY>,<CONTINENT>

Address:

Character Normalization: Alphanumeric + Swift[Z]

At start and end, **punctuation-ALL** are removed, and **punctuation-ALL_LESS_SWIFT_Z** are removed throughout. All abbreviations are spelled out. This includes street abbreviations, states and countries (STREET = ST, ROAD = RD) (NEW YORK = NY, NEW JERSEY = NJ) (UNITED STATES OF AMERICA = USA, UNITED KINGDOM = UK). All characters are converted to lowercase. Regional abbreviations become City, State/Province and Country, all spelled out. The character “&” is converted to “and”. Items entered into the UI are passed into this module for normalization as well.

Port Location:

Character Normalization: Alphanumeric + Swift[Z]

At start, end, and throughout, **punctuation-ALL_LESS_SWIFT_Z** are removed. Ports are normalized to respective Port &/or City &/or Country labels where available and normalized to lowercase. They are structured in normalized form as a tuple, as follows:

<PORT>,<CITY>,<COUNTRY>,<CONTINENT>

If any of the values of the above tuple are not presented in the document, the normalized form will indicate that as <NO PORT>,<NO CITY>,<NO COUNTRY> or <NO CONTINENT> respectively.

Company Name:

Character Normalization: Alphanumeric + Swift[Z]

At start and end, **punctuation-ALL** are removed, and **punctuation-ALL_LESS_SWIFT_Z** are removed throughout. Names are normalized, stored in lowercase for comparison, and displayed in the UI in uppercase. Company suffixes and prefixes are spelled out. Examples include the following, and all are spelled out in long form: Company = Co

- Corporation = Corp
- Limited = Ltd
- Societe Anonyme = SA
- Aktiengesellschaft = AG
- Private Limited Company = PVT

The character “&” is converted to “and”. The company is normalized with string replacement and normalization of abbreviated forms. Items entered into the UI for **key_type = company** are passed into this module for normalization.

Dictionary of company names is used for the purposes of parsing, but not normalization. For companies matched by pattern, an attempt is made to match the dictionary via fuzzy match. If no match is found within a threshold, then string parsing is used to identify the company name. Regardless of whether a company name is found in a dictionary, output string is normalized using Alpha.

ID Number:

Character Normalization: Alphanumeric + Swift[Z]

At start and end, **punctuation-ALL** are removed, and **punctuation-ALL_LESS_SWIFT_Z** and **whitespace** are removed throughout. All alpha characters are converted to lowercase. The UI displays alphabetic characters in uppercase.

Seal Number:

Character Normalization: Alphanumeric + Swift[X]

At start, end, and throughout, **punctuation-ALL_LESS_SWIFT_X** are removed. All terms are returned from NLP, stored in lowercase, and displayed in the UI as uppercase. TradeSun uses the tilde (~) as a separator for seal numbers in list form. If there is more than one seal number extracted from a document, it will appear in list form as follows:

SealNumber~SealNumber~SealNumber~SealNumber~SealNumber

Vessel:

At start and end, **punctuation-ALL** are removed, and **punctuation-ALL_LESS_SWIFT_Z** are removed throughout.

Dictionary:

Character Normalization: Alpha

Terms are passed through a dictionary of accepted results, with different dictionaries serving as a reference point for each term. Regardless of whether terms can be found in the dictionary, they are normalized in the UI to include only alphabetic characters; any punctuation found in a term field will be removed.

Currency:

Character Normalization: Alphanumeric + Swift[X]

Currency will be recognized in the UI as a currency unit (could be a symbol or ISO code) followed by an amount in numbers (any numeric sequence, can include commas, dots and spaces as denomination separators). It will appear in normalized view as <UNIT>, <AMOUNT>. If there is no unit, then it will appear as <NO UNIT>, <AMOUNT>. So either the amount or the unit may be recognized alone as an acceptable currency annotation.

Tolerance:

Tolerance is represented in the UI as upper tolerance followed by lower tolerance, appearing as one- or two-digit numbers, separated by a comma (.). Separators such as "/" are normalized to commas (,).

Delivery Terms:

Character Normalization: Alphanumeric + Swift[Z]

punctuation-ALL_LESS_SWIFT_Z are removed. Delivery terms are normalized to the following order:

Trade terms are normalized to abbreviations:

- a. EXW for Ex Works
- b. FCA for Free Carrier
- c. FAS for Free Alongside Ship
- d. FOB for Free on Board
- e. CPT for Carriage Paid To
- f. CFR for Cost and Freight
- g. CIF for Cost, Insurance and Freight
- h. CIP for Carriage and Insurance Paid to
- i. DPU for Delivered at Place Unloaded
- j. DAP for Delivered at Place
- k. DDP for Delivered Duty Paid
- l. DAF for Delivered at Frontier
- m. DAT for Delivered at Terminal
- n. DES for Delivered Ex Ship
- o. DEQ for Delivered Ex Quay
- p. DDU for Delivered Duty Unpaid

Normalization for Delivery Terms

Delivery terms are stored as a tuple:

```
[incoterm, location, incoterm_version]
```

Location can be any location such as port, city, address, or any location, or any combination of these terms. Additionally, in the Letter of Credit a Delivery Term may be indicated as a broader non-specific location (e.g. any Italian port). Industry guidelines now encourage “exactitude” to avoid disputes so “FOB INDIA” would be discouraged (although not unavoidable).

Examples of Delivery Terms

```
["fca", "25 rue Saint Charles", "Bordeaux", "France", "Incoterms2020"]
```

```
["fob", "mumbai", "india", "incoterms 2020"]
```

```
["fob", "mumbai port", "incoterms"]
```

```
["cif", "mumbai"]
```

Any Addresses, Countries, Ports, etc. included in the Delivery Terms follow the normalization already detailed in this document under those specific headers.

Reference to the Incoterms and revision is shown after the location. Reference to the source (i.e. “Incoterms”, “Incoterms 2010” or “Incoterms 2020”) is normalized to lowercase letters and **punctuation-ALL** are removed. “incoterm_version” is not mandatory.

All comparison of alphabetic characters is compared as lowercase.

Unit Price:

Character Normalization: Alphanumeric + Swift[X]

Unit Price will be recognized in the UI as a currency unit (could be a symbol or ISO code) followed by an amount in numbers (any numeric sequence, followed by unit of measure (kilogram, metric ton, etc.), can include commas, dots and spaces as denomination separators). It will appear in normalized view as <CURRENCY>, <AMOUNT>. <UNIT>. If there is no unit or currency, then it will appear as <NO CURRENCY>, <AMOUNT>, <UNIT> or <CURRENCY>, <AMOUNT>, <NO UNIT>.

Appendix B: Complete Required Document List

This table lists all documents
(in alphabetical order) that
are applicable for each
discrepancy check

Document Type

	Required Reference (LC Number) Presentation Amount	Shipping Date Match Seal Number
	Port of Loading	Place of Receipt
	Place of Discharge	Place of Delivery
Notify Party (doc-to-LC)		
Notify Party (doc-to-doc)		
Letter of Credit Number		
Letter of Credit Date of Issuance		
Latest Date of Shipment		
Issuing Bank Name		
Invoice Issued to Applicant		
Insurance Coverage Check		
Freight to Collect		
Freight Prepaid		
Documents Required		
Document Issuance Date		
Description of Goods (Other)		
Description of Goods (invoice)		
Consignee Check		
COO Origin of Goods		
COO Issue Check		
Clean on Board Mark		
Beneficiary Name		
Beneficiary Country		
Applicant Name		
Applicant Country		
Agent Certificate (AGNTC)		
Air Waybill (AWB)		
Application for Processing Export Transaction (APET)		
Beneficiary Certificate (BCERT)		
Beneficiary Letter (BENL)		
Bank Guarantee (BGT)		
Bill of Lading (BOL)		
Cargo Calculation Quantity Report (CCQR)		
Carrier Certificate(AGNTC)		
Cargo Manifest (CMAN)		
Cargo Receipt (CRCPT)		
Certificate of Acceptance (COA)		
Certificate of Analysis (COA)		
Certificate of Compliance (COC)		
Certificate of Insurance (COI)		
Certificate of Material (COM)		
Certificate of Origin (COO)		
Certificate of Posting (COP)		
Certificate of Quality (CQUAL)		
Certificate of Quantity (CQTY)		
Charter Party Bill of Lading (CPBOL)		
Conditions of Test (COT)		
Cover Letter (COV)		
Courier Receipt (CR)		
Declaration of Non Wood Packing Material (NWPM)		
Declaration Under an Open Cover (DUOC)		
Delivery Note (DLN)		
Detailed Packing List (DPKL)		
Documentary Remittance (DOCREM)		
Draft (DRFT)		
Email Advice (EAD)		
Fumigation Certificate (FCERT)		
Fax Transmission Report (FTR)		
General Certification of Conformity (GCOC)		
Health Certificate (HCERT)		
Inspection Certificate (INSC)		
Inspection Report of Goods (IRG)		
Invoice (INV)		
Letter of Credit (LC)		
Letter of Credit Amendment (LCA)		
Letter of Guarantee (LOG)		
Letter of Indemnity (LINDEM)		
List of HACCP Verified Fishery Processing Plants (HACCP)		
Loading Time Sheet (LTS)		
Marine Open Policy Certificate (MOPC)		
Masters Receipt for Samples and Documents (MRD)		
Mate's Receipt (MRCPT)		
Multimodal Bill of Lading (MBOL)		
Non-Negotiable Seaway Bill (NNSWB)		
Notice of Readiness (NOR)		
Packing List (PKL)		
Platts Quotation for Kerosine (PQFK)		
Proforma Invoice (PFINV)		
Promissory Note(PNOTE)		
Quality Certificate (QCERT)		
Rail Road Transport Document (RRTD)		
Report of Loading (ROL)		
Sea Waybill (SWBILL)		
Shipping Marks and Numbers (SMN)		
Shore Tanks Quantity Report (STQR)		
Shippers Certificate (SC)		
Sanitary Certificate (SANC)		
Shipment Advice (SHPA)		
Statement of Facts (SOF)		
Truck Bill of Lading (TBOL)		
Warranty Certificate (WAC)		
Weight Certificate (WEC)		
Weight List (WLST)		