



## LGSCATSS – Final Claim and Reports User Manual

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## 1. Introduction:

This user manual includes step wise illustration to LGSCATSS Final Claim and Reports for the benefit of users.

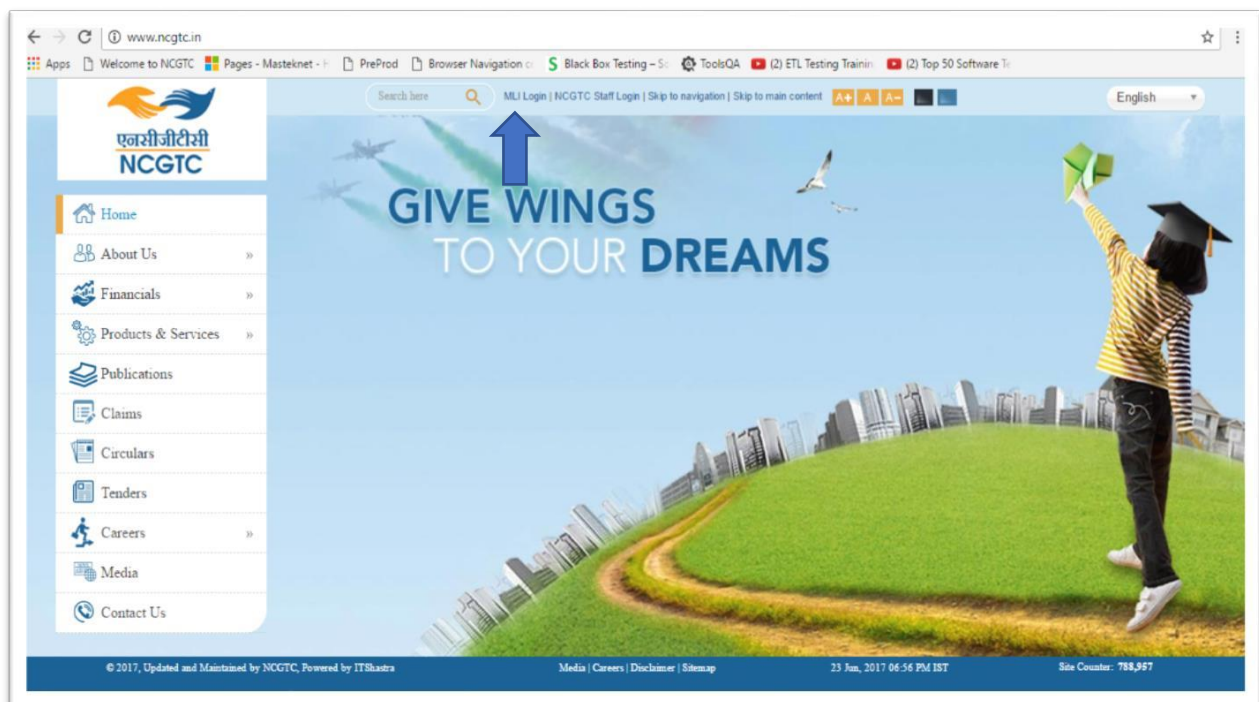
## 2. Final Claim Form:

### 2.1 Final Claim Form (MLI Creator):

MLI Creator has to login into Surge portal using the credential shared by MLI Admin

- **Follow below steps:**

1. Go to “surge.ncgtc.in”



(Fig.1)

2. To login as a **MLI Creator**, click on “**MLI Login**”.
3. **MLI login** page would be loaded.



Username

Password

Please Enter Correct Code.

**ZFD13**

[Generate New Image](#)

Type the code from the image

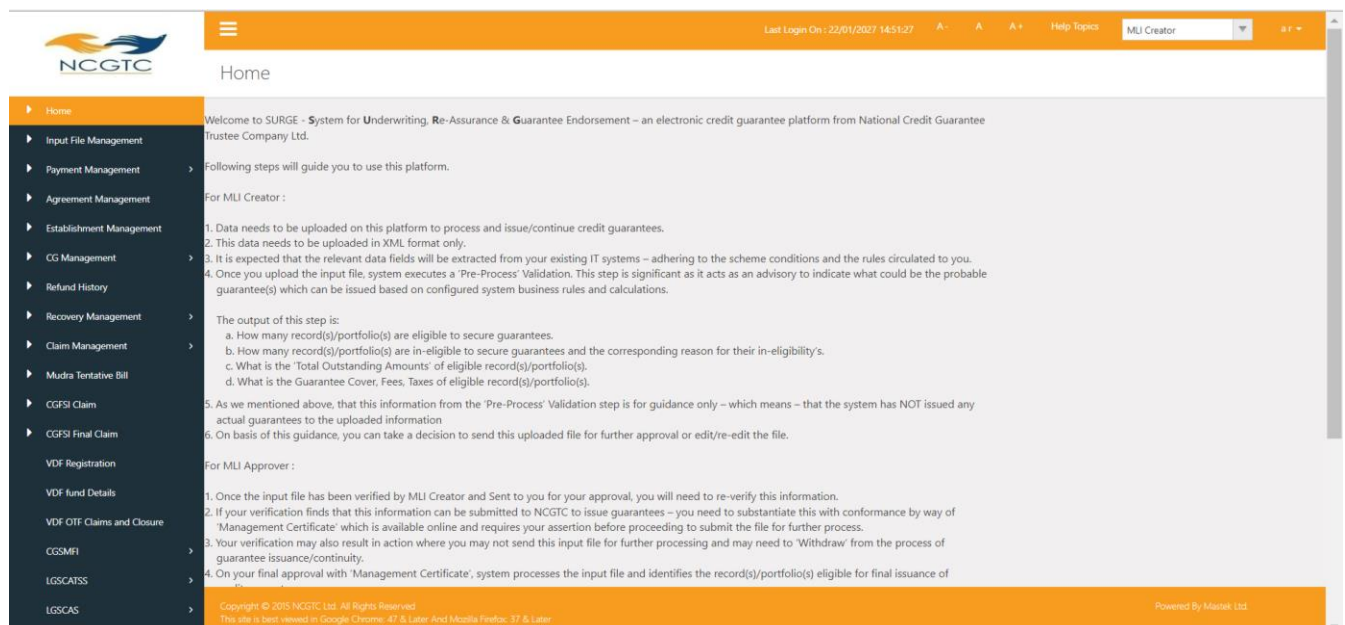
**Sign in**

[Forgot Password ?](#)

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(Fig.2)

4. Insert proper **username, Password, Captcha** and then click on “**Sign in**” button.



Home

Welcome to SURGE - System for Underwriting, Re-Assurance & Guarantee Endorsement – an electronic credit guarantee platform from National Credit Guarantee Trustee Company Ltd.

Following steps will guide you to use this platform.

For MLU Creator :

1. Data needs to be uploaded on this platform to process and issue/continue credit guarantees.
2. This data needs to be uploaded in XML format only.
3. It is expected that the relevant data fields will be extracted from your existing IT systems – adhering to the scheme conditions and the rules circulated to you.
4. Once you upload the input file, system executes a 'Pre-Process' Validation. This step is significant as it acts as an advisory to indicate what could be the probable guarantee(s) which can be issued based on configured system business rules and calculations.

The output of this step is:

- a. How many record(s)/portfolio(s) are eligible to secure guarantees.
- b. How many record(s)/portfolio(s) are in-eligible to secure guarantees and the corresponding reason for their in-eligibility's.
- c. What is the 'Total Outstanding Amounts' of eligible record(s)/portfolio(s).
- d. What is the Guarantee Cover, Fees, Taxes of eligible record(s)/portfolio(s).

5. As we mentioned above, that this information from the 'Pre-Process' Validation step is for guidance only – which means – that the system has NOT issued any actual guarantees to the uploaded information.
6. On basis of this guidance, you can take a decision to send this uploaded file for further approval or edit/re-edit the file.

For MLU Approver :

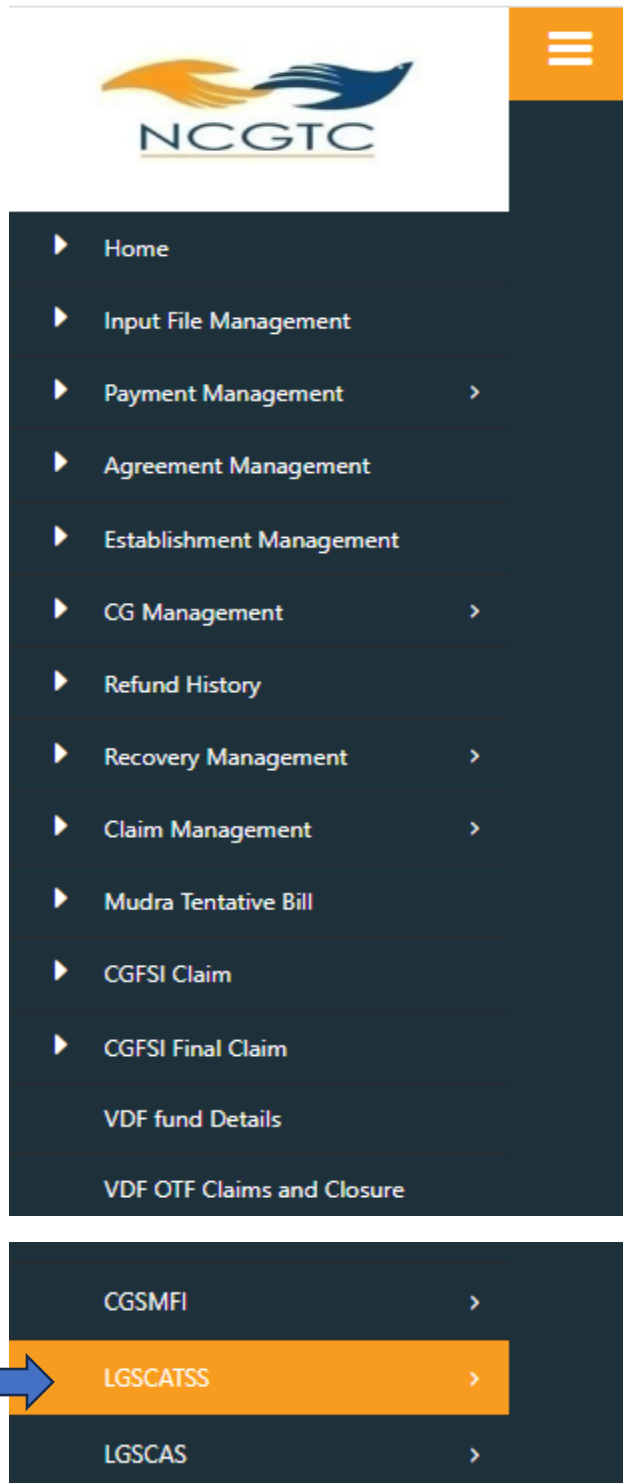
1. Once the input file has been verified by MLU Creator and Sent to you for your approval, you will need to re-verify this information.
2. If your verification finds that this information can be submitted to NCGTC to issue guarantees – you need to substantiate this with conformance by way of 'Management Certificate' which is available online and requires your assertion before proceeding to submit the file for further process.
3. Your verification may also result in action where you may not send this input file for further processing and may need to 'Withdraw' from the process of guarantee issuance/continuity.
4. On your final approval with 'Management Certificate', system processes the input file and identifies the record(s)/portfolio(s) eligible for final issuance of guarantee.

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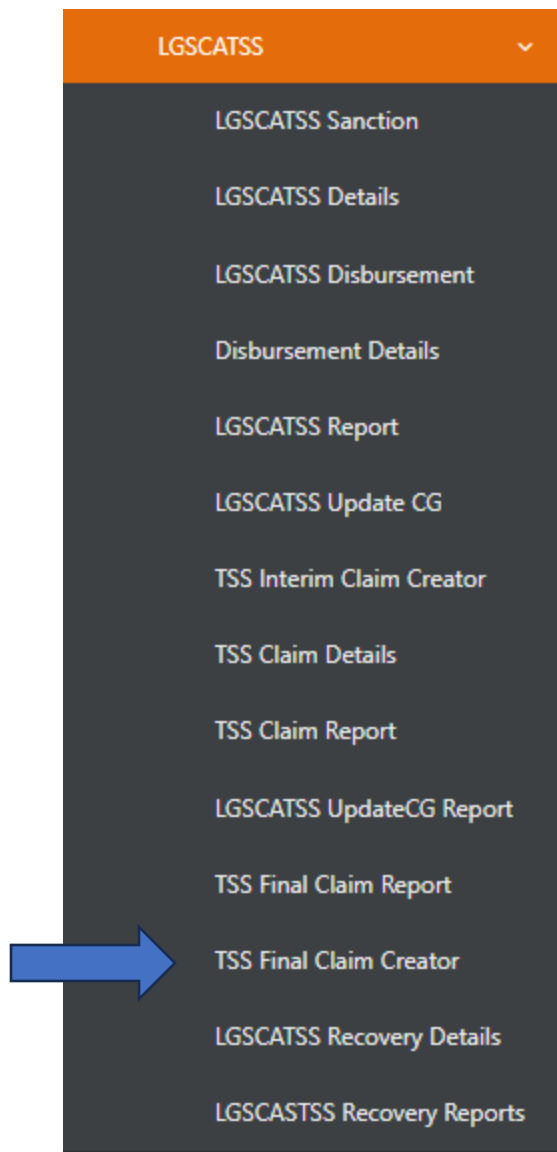
(Fig.3)

5. After successfully login in Surge, **Home page** would be loaded and displayed to user. (Fig.3).



(Fig.4)

6. Click on **LGSCATSS** from main menu (Fig.4)



(Fig.5)

7. Click on **TSS Final Claim Creator** sub menu from **LGSCATSS** main menu (Fig.5)

NCGTC

esds

Last Login On : 17/05/2029 10:30:50 A - A + Help Topics MLI Creator TSS Creator

### LGSCATSS Final Claim

#### LGSCATSS Final Claim

CGPAN  [Search](#)

Borrower Name

NPA date

Date of Interim claim lodgment

Total Outstanding (Principle and Interest)

Total Outstanding (Net of Recoveries)

Recovery after interim claim lodge

Upload Borrower Outstanding  No file chosen  [view](#)

Upload Recall Notice  No file chosen  [view](#)

Upload Proof of Legal Proceeding  No file chosen  [view](#)

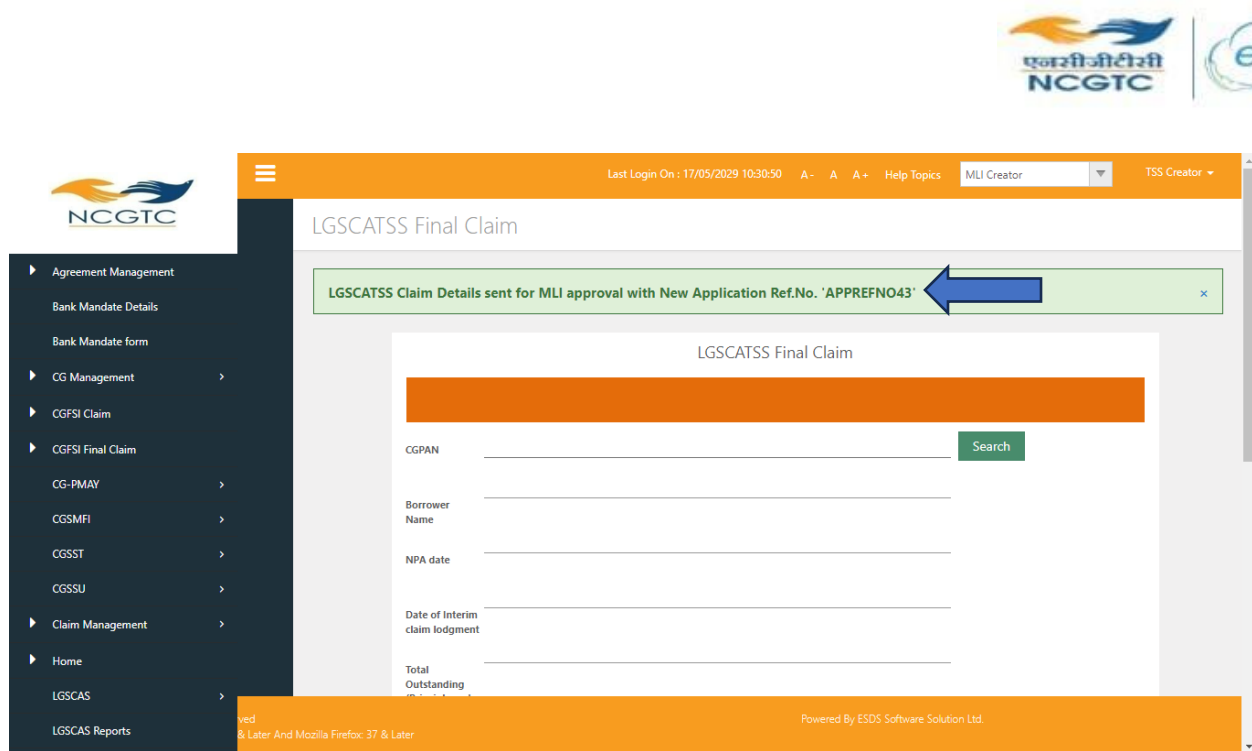
Upload Security created  No file chosen  [view](#)

Declaration obtained from borrower name in defaulter list  No file chosen  [view](#)

[Send To Approve](#)

(Fig.6)

8. Enter **CGPAN** and click on **Search** button
9. **Borrower Name** is auto populated
10. **NPA Date** is auto populated
11. **Date of Interim Claim Lodgment** is auto populated
12. **Total Outstanding (Principle and Interest)** is auto populated
13. **Total Outstanding (Net of Recoveries)** is auto populated
14. Enter **Recovery after Interim Claim Lodge**
15. Upload **Borrower Outstanding** file (Note: Accepts only .pdf file)
16. Upload **Recall Notice** (Note: Accepts only .pdf file)
17. Upload **Proof of Legal Proceeding** (Note: Accepts only .pdf file)
18. Upload **Security Created** (Note: Accepts only .pdf file)
19. Upload **Declaration obtained from Borrower Name** (Note: Accepts only .pdf file)
20. Click on **Send to Approver** button (Fig.6)



(Fig.7)

## 21. LGSCATSS Final Claim details send to MLI Approval (Fig.7)

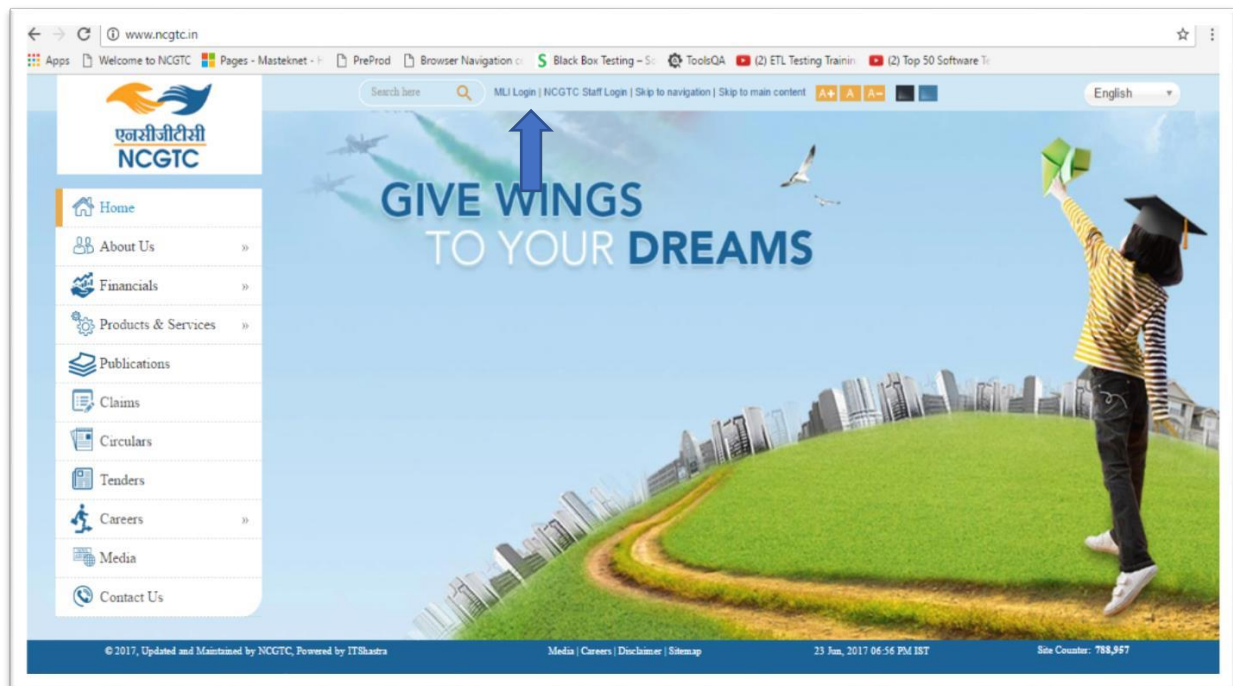


## 2.2 Final Claim Form (MLI Approver):

- **MLI approver** need to login into system using the credentials shared by MLI Admin

**Follow below steps:**

1. Go to “surge.ncgtc.in”.



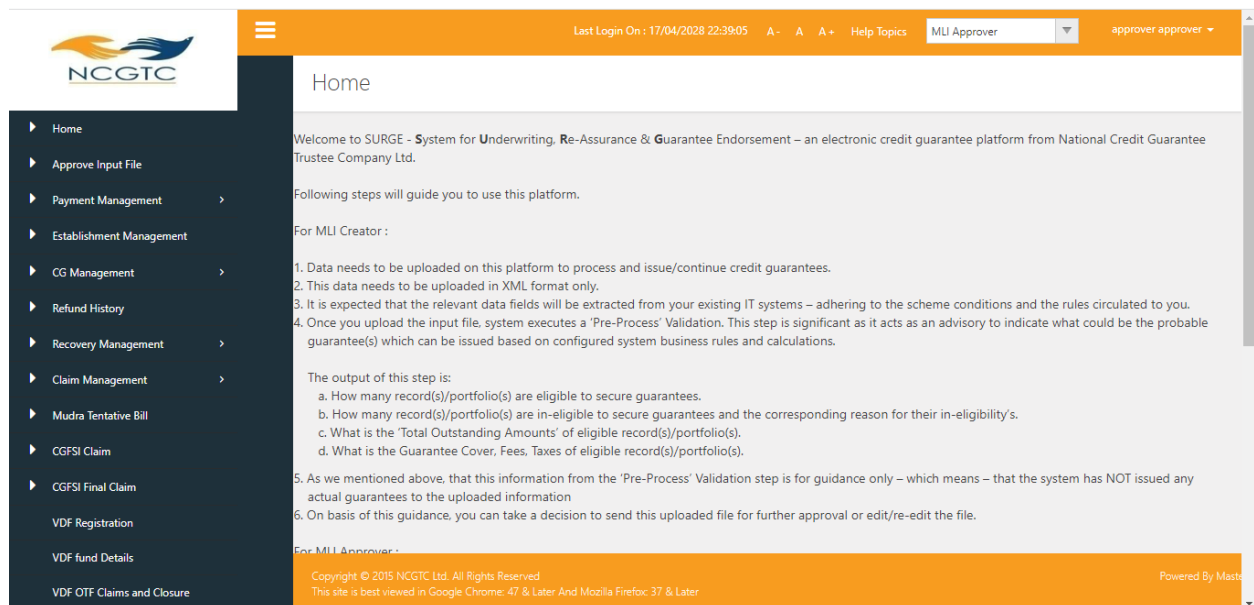
(Fig.8)

2. To login as a **MLI Approver**, click on “**MLI Login**”.
3. **MLI login** page would be loaded.



(Fig.9)

4. Insert proper username, Password, Captcha and then click on “Sign in” button (Fig.10)



(Fig.10)

5. After successfully login in Surge, **Home page** would be loaded and displayed to user. (Fig.10).



- ▶ Home
- ▶ Approve Input File
- ▶ Payment Management >
- ▶ Establishment Management
- ▶ CG Management >
- ▶ Refund History
- ▶ Recovery Management >
- ▶ Claim Management >
- ▶ Mudra Tentative Bill
- ▶ CGFSI Claim
- ▶ CGFSI Final Claim
- VDF fund Details

VDF fund Details

VDF OTF Claims and Closure

CGSMFI >

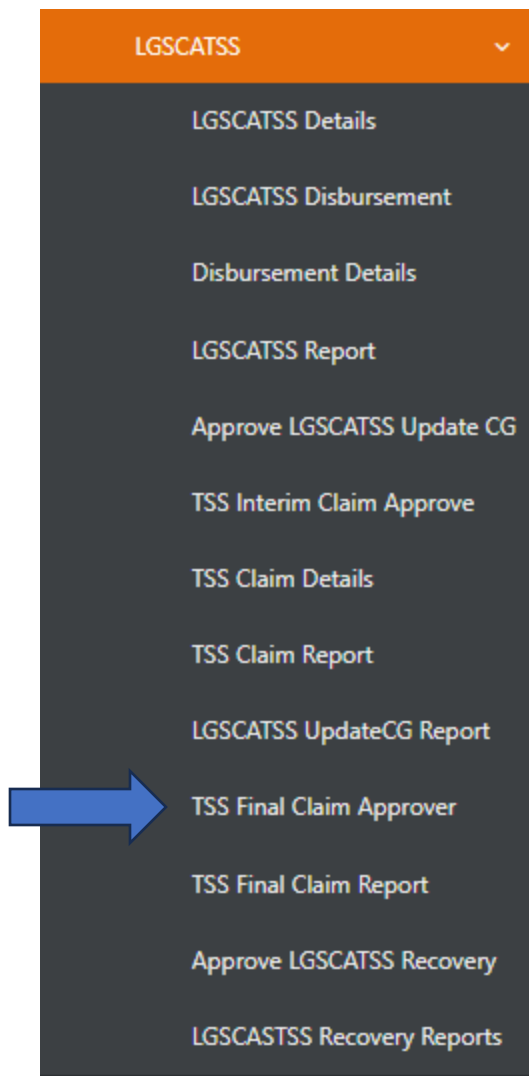
LGSCATSS >

Approve CoLending

LGSCAS >

(Fig.11)

6. Click on **LGSCATSS** from the main menu (Fig.11)






(Fig.12)

7. Click on **TSS Final Claim Approver** sub menu from **LGSCATSS** main menu (Fig.12)

**(Fig.13)**

National Credit Guarantee Trustee Company.



- Approve Bank Mandate
- ▶ Approve Input File
- Approve CoLending
- Bank Mandate Details
- ▶ CG Management
- ▶ CGFSI Claim
- ▶ CGFSI Final Claim
- CGSMFI
- CGSST
- CGSSU
- ▶ Claim Management
- ▶ Home
- LGSCAS
- LGSCAS Reports

Last Login On: 20/12/2036 11:26:49
Help Topics

### Approve LGSCATSS Final Claim

|   |   |
|---|---|
| CGPAN   | CGT552706202300042350   |
| Borrower Name   | Aditi Sharma  |
| Date OF NPA   | 31/12/2022  |
| Total Outstanding(Principle and Interest)                 | 10000.00  |
| Total Outstanding(Net of Recoveries)                      | 5000.00   |
| Recovery after Interim Claim                              | 2000.00   |
| Date of Interim Claim Lodgment                            | 31/12/2022  |
| Borrower Outstanding                                      | 638081238391704413BORROWEROUTSTANDING.pdf <a href="#">view</a>  |
| Recall Notice   | 638081238476861007BORROWEROUTSTANDING.pdf <a href="#">view</a>  |
| Proof of Legal Proceeding                                 | 638081238560455004BORROWEROUTSTANDING.pdf <a href="#">view</a>  |
| Security Created  | 6380812386520176559BORROWEROUTSTANDING.pdf <a href="#">view</a> |
| Declaration obtained from borrower name in defaulter list | 6380812387254552959BORROWEROUTSTANDING.pdf <a href="#">view</a> |

☒ Generate & view management certificate

Action

Approved

Submit

(Fig.14)

9. Select **Action** as **Approved**
10. Click on **Submit** button (Fig.14)

☰

Last Login On : 20/12/2036 11:26:49
A- A+ Help Topics

MLI Approver ▼
TSS Approver ▼

NCGTC

## LGSCATSS Final Claim

Final Claim for CGPAN: CGTSS2706202300042350 Successfully Sent to NCGTC Creator.
✕

| CGPAN  | Borrower Name | Total Outstanding<br>PrincipleAndInterest | Total Outstanding<br>NetofRecoveries | Recovery after Interim<br>Claim |
|--|---------------|---|--------------------------------------|---------------------------------|
| CGTSS: <span style="border: 1px solid #34495e; padding: 2px;">▼</span> |               |   |                                      |                                 |
| No records found.  |               |   |                                      |                                 |

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**(Fig.15)**

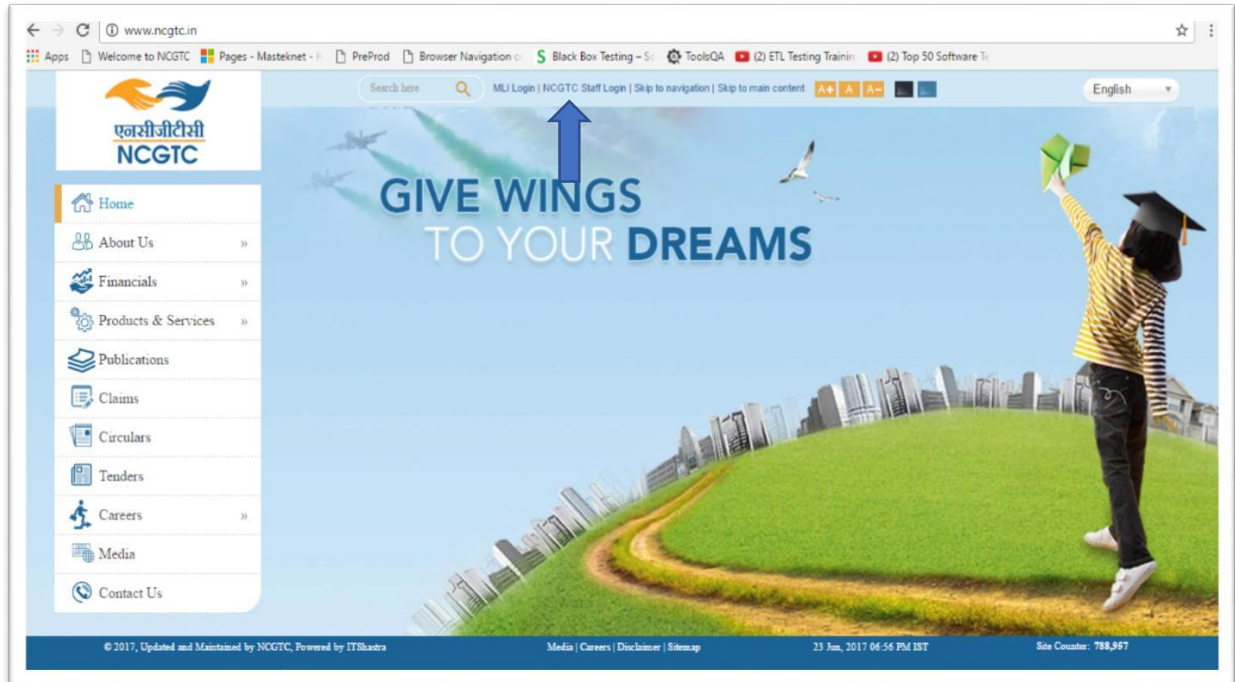
## 11. LGSCATSS Final Claim details send to NCGTC Creator for approver (Fig15)

## 2.3 Final Claim Form (NCGTC Creator):

- NCGTC creator will have to login into SURGE portal using the credentials.

**Follow below steps:**

1. Go to “surge.ncgtc.in”



(Fig.16)

2. To login as a **NCGTC Creator**, click on “**Staff Login**”.
3. **Staff login** page would be loaded.





Username

Password

Please Enter Correct Code.

**ZFD13**

[Generate New Image](#)

Type the code from the image

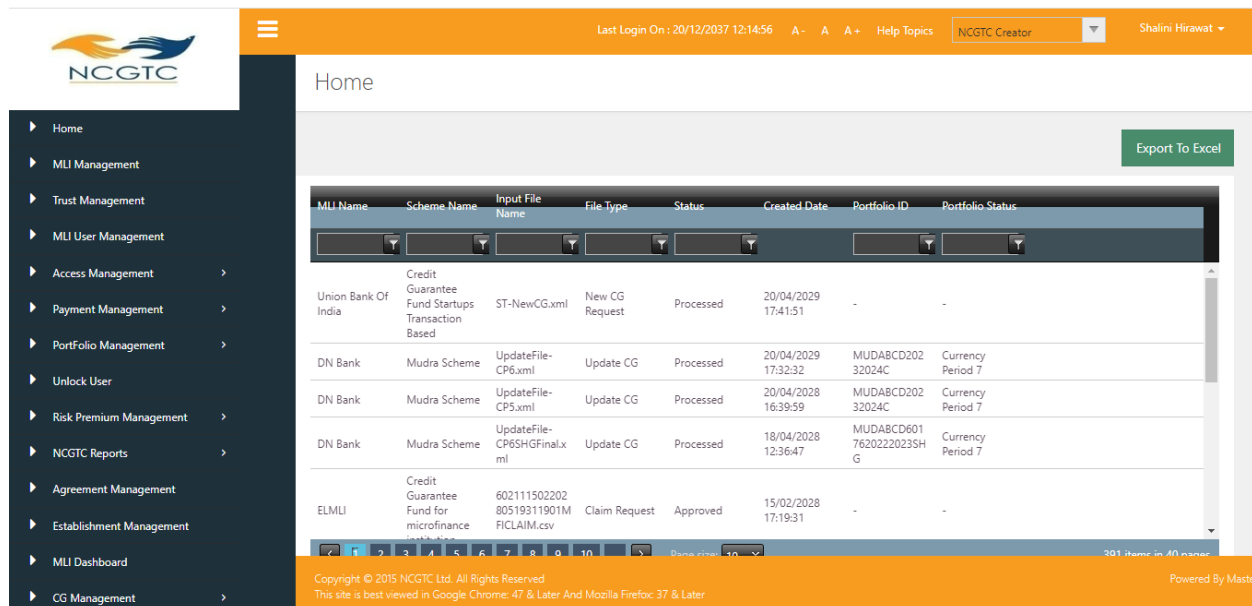
**Sign in**

[Forgot Password ?](#)

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(Fig.17)

4. Insert proper **username**, **Password**, **Captcha** and then click on “**Sign in**” button (Fig.17)



Home

Export To Excel

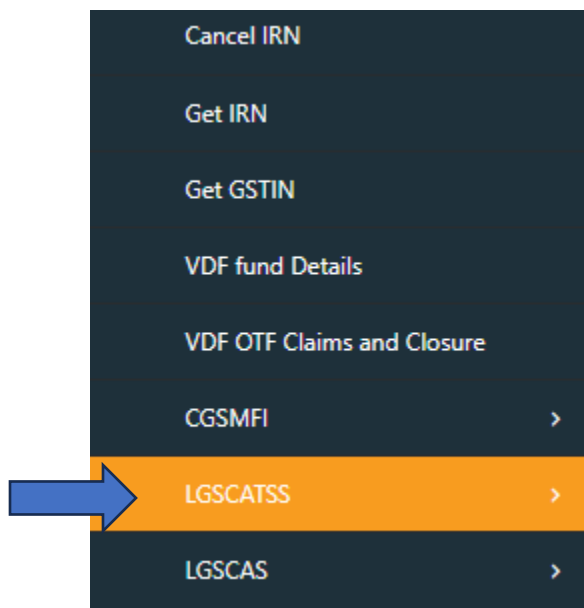
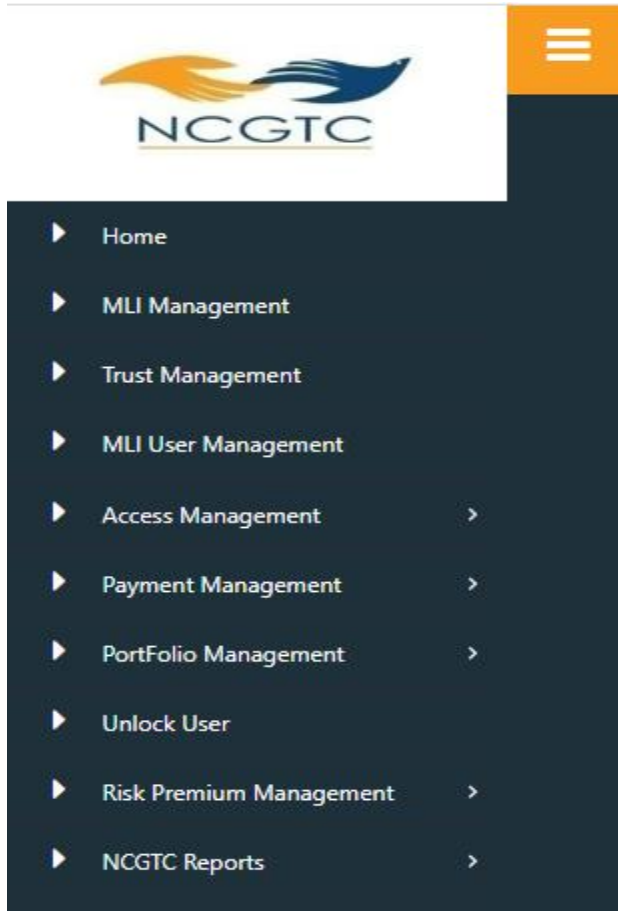
| MLI Name            | Scheme Name   | Input File Name                       | File Type      | Status    | Created Date        | Portfolio ID              | Portfolio Status  |
|---------------------|---|---------------------------------------|----------------|-----------|---------------------|---------------------------|-------------------|
| Union Bank Of India | Credit Guarantee Fund Startups Transaction Based    | ST-NewCG.xml                          | New CG Request | Processed | 20/04/2029 17:41:51 | -                         | -                 |
| DN Bank             | Mudra Scheme  | UpdateFile-CP6.xml                    | Update CG      | Processed | 20/04/2029 17:32:32 | MUDABCD202 32024C         | Currency Period 7 |
| DN Bank             | Mudra Scheme  | UpdateFile-CP5.xml                    | Update CG      | Processed | 20/04/2028 16:39:59 | MUDABCD202 32024C         | Currency Period 7 |
| DN Bank             | Mudra Scheme  | UpdateFile-CP6SHGFinal.xml            | Update CG      | Processed | 18/04/2028 12:36:47 | MUDABCD601 7620222023SH G | Currency Period 7 |
| ELMLU               | Credit Guarantee Fund for microfinance institutions | 602111502202 80519311901M FICLAIM.csv | Claim Request  | Approved  | 15/02/2028 17:19:31 | -                         | -                 |

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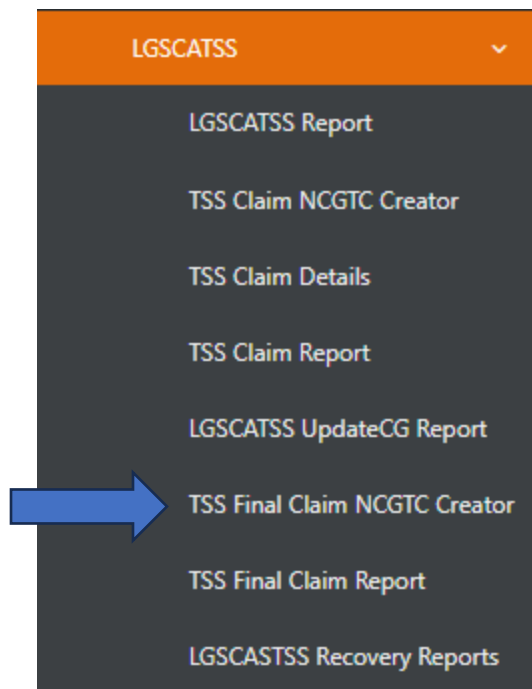
(Fig.18)

5. After successfully login in Surge, **Home** page would be loaded and displayed to user. (Fig.18).



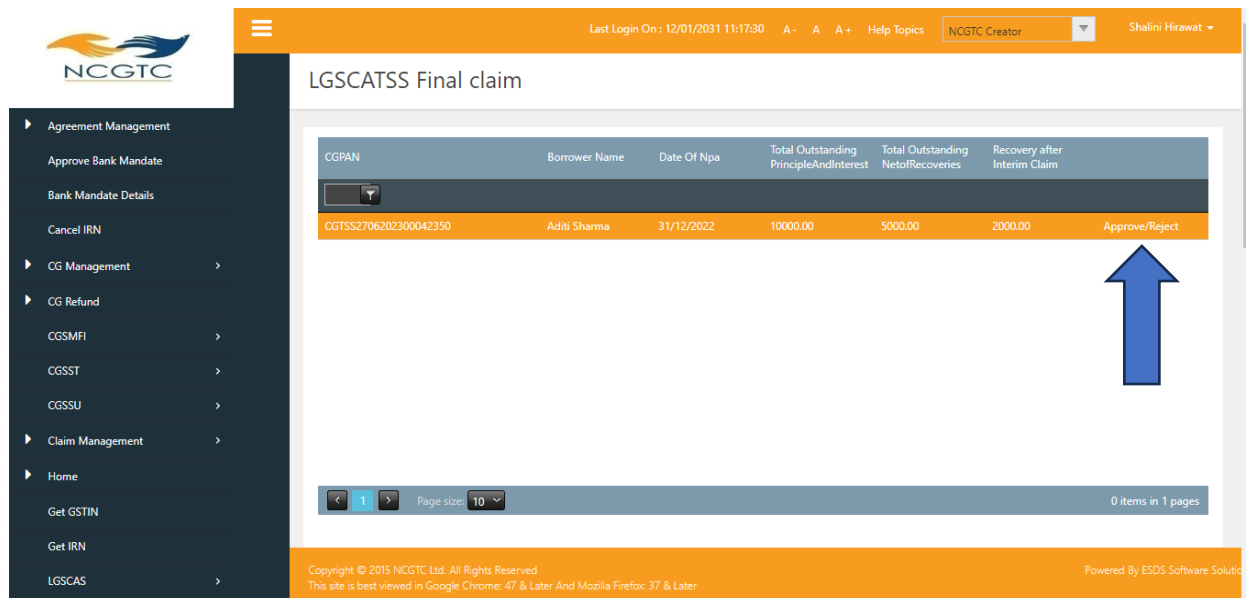
(Fig.19)

6. Click on **LGSCATSS** from main menu (Fig.19)





(Fig.20)


- Click on **TSS Final Claim NCGTC Creator** sub menu from **LGSCATSS** main menu (Fig.20)



(Fig.21)

- Click on **Approv/Reject** link (Fig.21)



Last Login On : 12/01/2031 11:17:30    A-    A    A+    Help Topics    NCGTC Creator    Shalini Hirawat

- ▶ Agreement Management
- Approve Bank Mandate
- Bank Mandate Details
- Cancel IRN
- ▶ CG Management
- ▶ CG Refund
- CGSMFI
- CGSST
- CGSSU
- ▶ Claim Management
- ▶ Home
- Get GSTIN

### Approve LGSCATSS Final Claim

|   |   |  |                      |
|---|---|--|----------------------|
| CGPAN   | CGT552706202300042350                     |  |                      |
| Borrower Name                                 | Aditi Sharma                              |  |                      |
| Date of NPA                                   | 31/12/2022                                |  |                      |
| Total Outstanding(Principle and Interest)     | 10000.00                                  |  |                      |
| Total Outstanding(Net of Recoveries)          | 5000.00                                   |  |                      |
| Recovery after Interim Claim                  | 2000.00                                   |  |                      |
| Amount in Default (Interim Claim)             | 5000.00                                   |  |                      |
| Eligible Final Claim                          | -750.00                                   |  |                      |
| Borrower Outstanding                          | 638081238391704413BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |
| Recall Notice                                 | 638081238476861007BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |
| Proof of Legal Proceeding                     | 638081238560455004BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |
| Security Created                              | 638081238652017655BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |
| Dec.obt. from borrower name in defaulter list | 638081238725455295BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |

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**Action** Approved


**Remarks** Approved

Submit

(Fig.22)

9. Enter **Action** as **Approved**
10. Enter **Remark**
11. Click on **Submit** button (Fig.22)



Last Login On : 12/01/2031 11:17:30

A -

A


A +

Help Topics

NCGTC Creator

▼

Shalini Hirawat ▼



▶ Agreement Management

Approve Bank Mandate

Bank Mandate Details

Cancel IRN

▶ CG Management

▶ CG Refund

CGSMFI

CGSST

CGSSU

▶ Claim Management

▶ Home

Get GSTIN

Get IRN

LGSCAS

LGSCATSS Final claim

Final Claim CGPAN: CGTSS2706202300042350 Successfully sent for NCGTC Approver

| CGPAN             | Borrower Name | Date Of Npa | Total Outstanding PrincipleAndInterest | Total Outstanding NetofRecoveries | Recovery after Interim Claim |
|-------------------|---------------|-------------|--|-----------------------------------|------------------------------|
| No records found. |               |             |  |                                   |                              |

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(Fig.23)

## 12. LGSCATSS Final Claim details send to NCGTC Approver for approval (Fig.23)

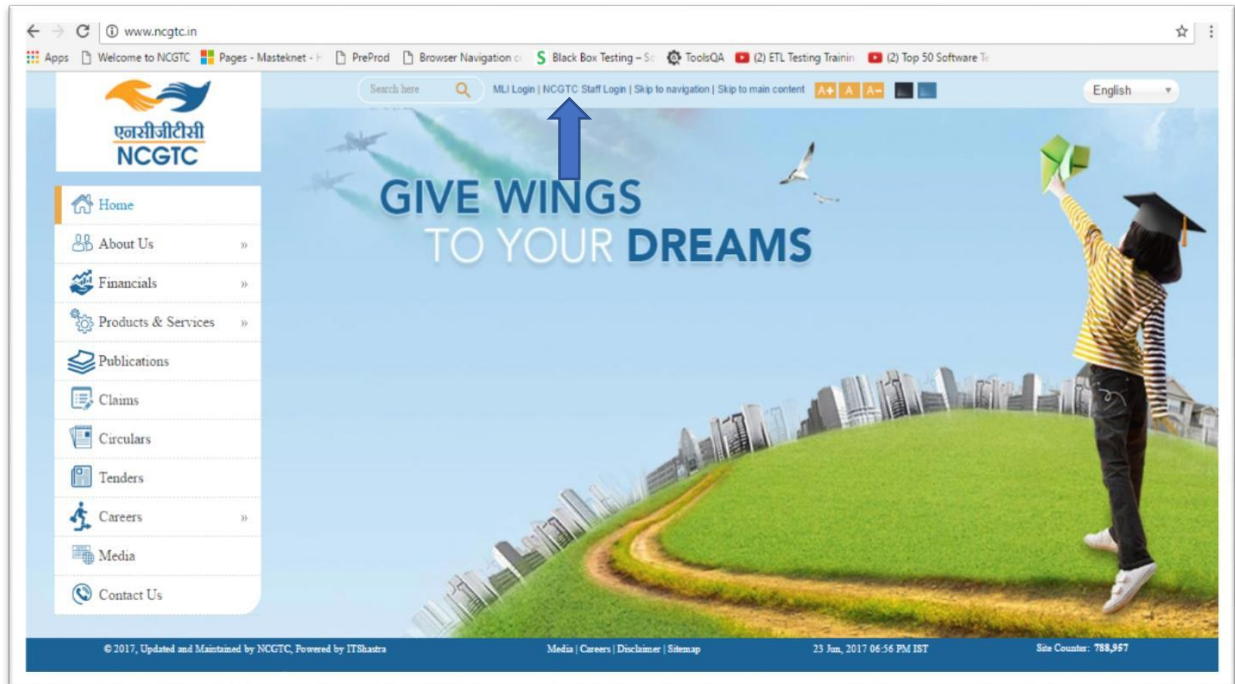
National Credit Guarantee Trustee Company.

## 2.4 Final Claim Form (NCGCT Approver):

- NCGTC approver will have to login into SURGE portal using the credentials.

**Follow below steps:**

1. Go to “surge.ncgtc.in”



(Fig.24)

2. To login as a **NCGTC Approver**, click on “**Staff Login**”.
3. **Staff login** page would be loaded.



Username: delladmin

Password: [Redacted]

Please Enter Correct Code.

Captcha: ZFD13

[Generate New Image](#)

zfd13

Type the code from the image

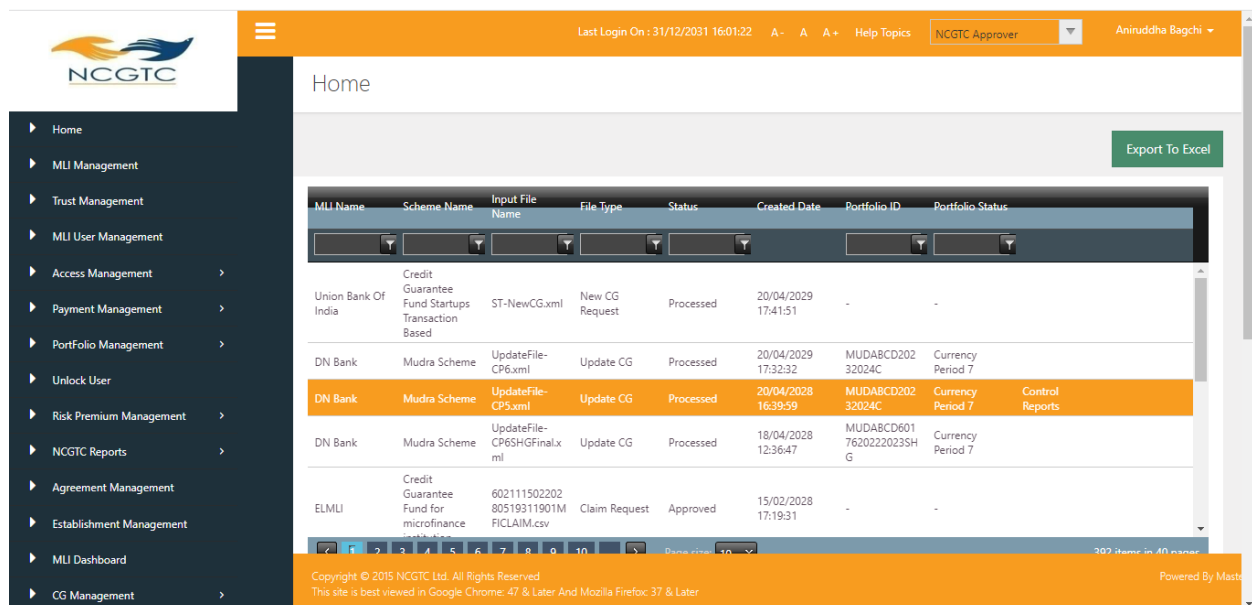
**Sign in**

[Forgot Password ?](#)

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(Fig.25)

4. Insert proper **username**, **Password**, **Captcha** and then click on “**Sign in**” button (Fig.25)



Home

Export To Excel

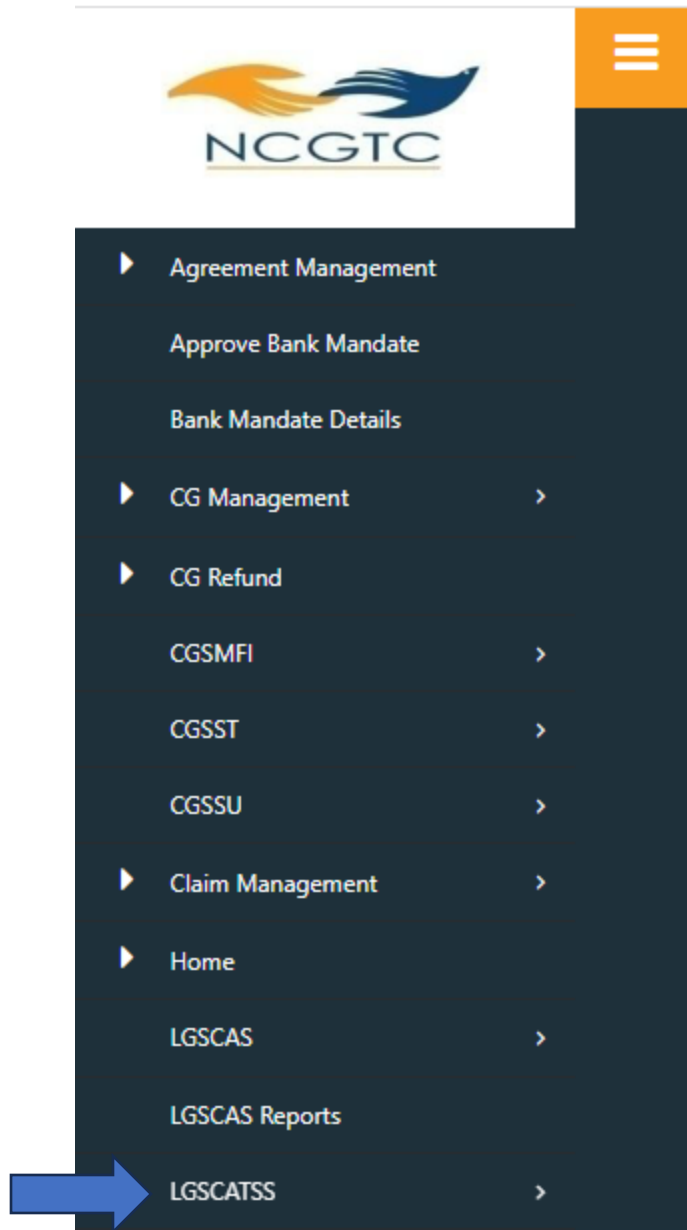
| MLI Name            | Scheme Name                                      | Input File Name                       | File Type      | Status    | Created Date        | Portfolio ID              | Portfolio Status                  |
|---------------------|--|---------------------------------------|----------------|-----------|---------------------|---------------------------|-----------------------------------|
| Union Bank Of India | Credit Guarantee Fund Startups Transaction Based | ST-NewCG.xml                          | New CG Request | Processed | 20/04/2029 17:41:51 | -                         | -                                 |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP6.xml                    | Update CG      | Processed | 20/04/2029 17:32:32 | MUDABCD202 32024C         | Currency Period 7                 |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP5.xml                    | Update CG      | Processed | 20/04/2028 16:39:59 | MUDABCD202 32024C         | Currency Period 7 Control Reports |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP6SHFinal.xml             | Update CG      | Processed | 18/04/2028 12:36:47 | MUDABCD601 7620222023SH G | Currency Period 7                 |
| ELMLU               | Credit Guarantee Fund for microfinance           | 602111502202 80519311901M FICLAIM.csv | Claim Request  | Approved  | 15/02/2028 17:19:31 | -                         | -                                 |

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(Fig.26)

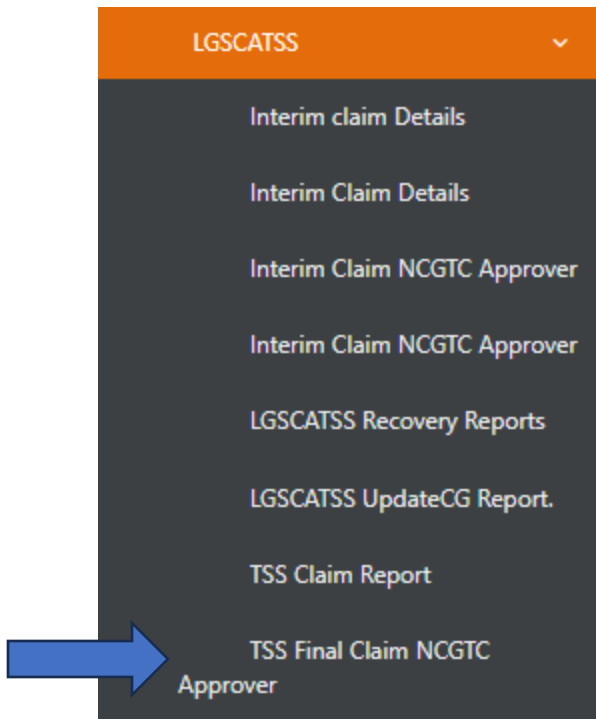
5. After successfully login in Surge, **Home page** would be loaded and displayed to user. (Fig.26)



(Fig.27)

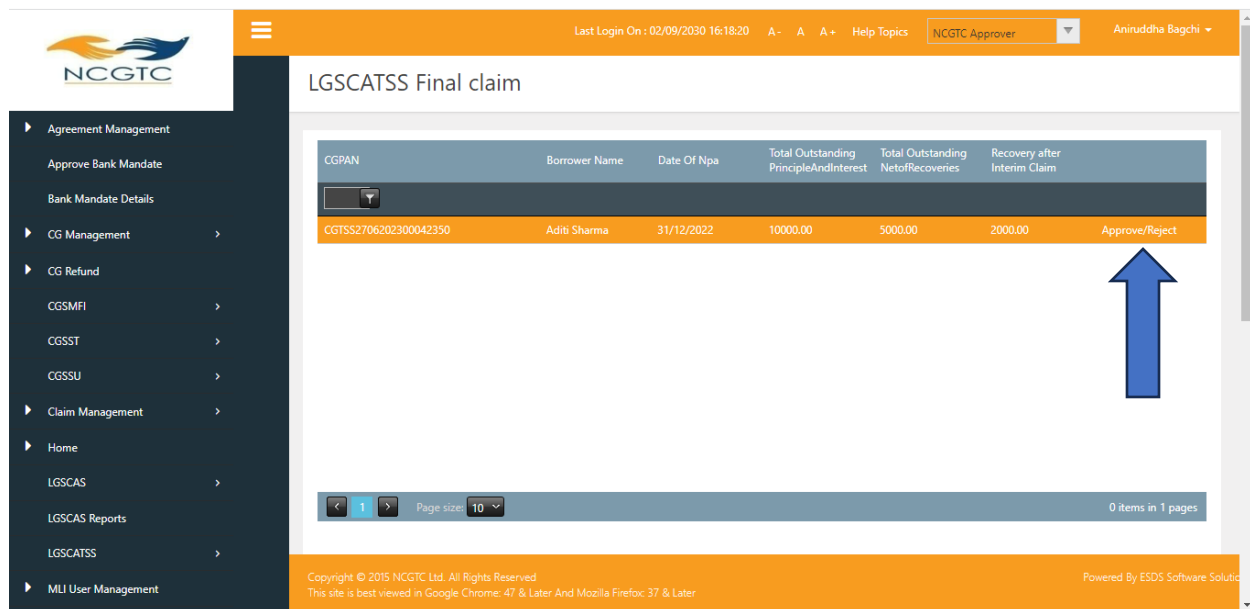
6. Click **LGSCATSS** from the main menu (**Fig.27**)







(Fig.28)


- Click on **TSS Final Claim NCGTC Approver** sub menu from **LGSCATSS** main menu (Fig.28)



(Fig.29)

- Click on **Approve/Reject** link (Fig.29)



Last Login On : 02/09/2020 16:18:20    A-   A   A+   Help Topics   NCGTC Approver   Aniruddha Bagchi

- ▶ Agreement Management
  - Approve Bank Mandate
  - Bank Mandate Details
- ▶ CG Management
- ▶ CG Refund
  - CGSMFI
  - CGSST
  - CGSSU
- ▶ Claim Management
- ▶ Home
  - LGSCAS
  - LGSCAS Reports
  - LGSCATSS
- ▶ MLI User Management

### Approve LGSCATSS Final Claim

|   |  |  |                      |
|---|--|--|----------------------|
| CGPAN   | CGT552706202300042350                      |  |                      |
| Borrower Name                                 | Aditi Sharma                               |  |                      |
| Date of NPA                                   | 31/12/2022                                 |  |                      |
| Total Outstanding(Principle and Interest)     | 10000.00                                   |  |                      |
| Total Outstanding(Net of Recoveries)          | 5000.00                                    |  |                      |
| Recovery after Interim Claim                  | 2000.00                                    |  |                      |
| Amount in Default (Interim Claim)             | 5000.00                                    |  |                      |
| Eligible Final Claim                          | -750.00                                    |  |                      |
| Borrower Outstanding                          | 638081238391704413BORROWEROUTSTANDING.pdf  |  | <a href="#">view</a> |
| Recall Notice                                 | 638081238476861007BORROWEROUTSTANDING.pdf  |  | <a href="#">view</a> |
| Proof of Legal Proceeding                     | 638081238560455004BORROWEROUTSTANDING.pdf  |  | <a href="#">view</a> |
| Security Created                              | 6380812386520176558BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |
| Dec.obt. from borrower name in defaulter list | 6380812387254552958BORROWEROUTSTANDING.pdf |  | <a href="#">view</a> |

☒ Generate & view management certificate



Action: Approved


Remarks: Approved

Submit

(Fig.30)

9. Enter **Action** as Approved
10. Enter **Remark**
11. Click **Submit** button (Fig.30)




Last Login On : 02/09/2030 16:18:20

A-
A
A+

Help Topics

NCGTC Approver

Aniruddha Bagchi



- Agreement Management
- Approve Bank Mandate
- Bank Mandate Details
- CG Management
- CG Refund
- CGSMFI
- CGSST
- CGSSU
- Claim Management
- Home
- LGSCAS
- LGSCAS Reports
- LGSCATSS
- MLI User Management

LGSCATSS Final claim

Final Claim CGPAN: CGTSS2706202300042350 Approved Successfully

| CGPAN             | Borrower Name | Date Of Npa | Total Outstanding PrincipleAndInterest | Total Outstanding NetoffRecoveries | Recovery after Interim Claim |
|-------------------|---------------|-------------|--|------------------------------------|------------------------------|
| No records found. |               |             |  |                                    |                              |

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(Fig.31)

## 12. LGSCATSS Final Claim details send to Accountant for approval (Fig.31)

National Credit Guarantee Trustee Company.

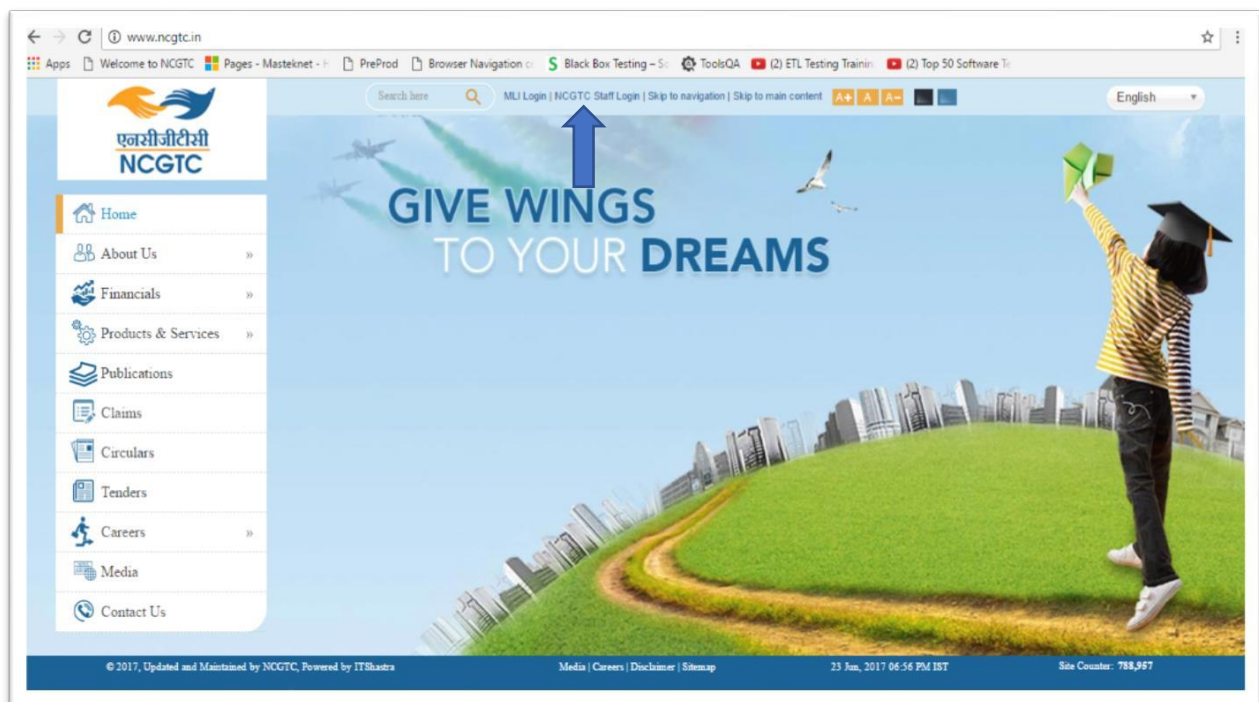
### 3. Payment Management:

#### 3.1 NCGTC Accountant Login:

NCGTC creator will have to login into SURGE portal using the credentials and click on **Outward Payment Management**.

**Follow below steps:**

1. Go to “surge.ncgtc.in”



(Fig.32)

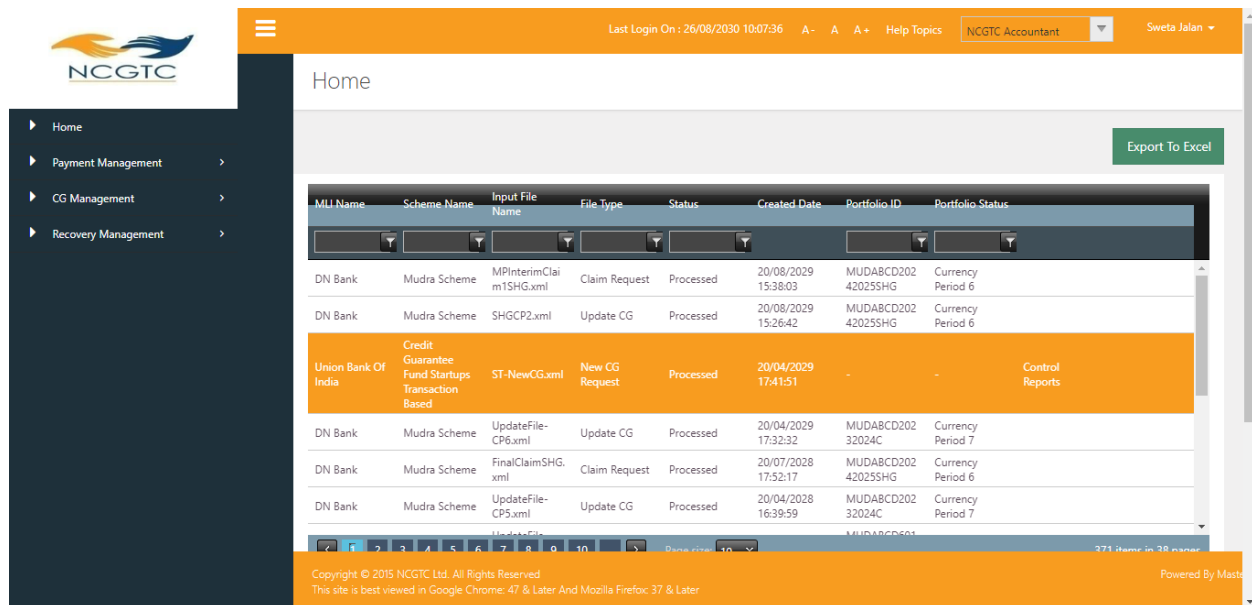
2. To login as a **NCGTC Accountant**, click on “**Staff Login**”.
3. **Staff login** page would be loaded.



The screenshot shows a login form for NCGTC. It includes fields for Username (filled with 'delladmin'), Password (masked with dots), and a Captcha (displaying 'ZFD13'). Below the Captcha is a 'Generate New Image' link and a text input field containing 'zfd13'. A 'Sign in' button is at the bottom, along with a 'Forgot Password?' link. Blue arrows point to the Username, Password, Captcha input field, and Sign in button. The footer contains copyright information for 2015 NCGTC Ltd. and browser compatibility notes.

(Fig.33)

4. Insert proper **username**, **Password**, **Captcha** and then click on “**Sign in**” button (Fig.33)



The screenshot shows the Home page of the NCGTC portal. It features a sidebar menu with options: Home, Payment Management, CG Management, and Recovery Management. The main content area displays a table of transactions. The table has columns: MU Name, Scheme Name, Input File Name, File Type, Status, Created Date, Portfolio ID, and Portfolio Status. The table contains several rows of data, including transactions for DN Bank, Union Bank Of India, and DN Bank. An 'Export To Excel' button is located at the top right of the table. The footer contains copyright information for 2015 NCGTC Ltd. and browser compatibility notes.

| MU Name             | Scheme Name                                      | Input File Name        | File Type      | Status    | Created Date        | Portfolio ID        | Portfolio Status  |
|---------------------|--|------------------------|----------------|-----------|---------------------|---------------------|-------------------|
| DN Bank             | Mudra Scheme                                     | MPInterimClaim1SHG.xml | Claim Request  | Processed | 20/08/2019 15:38:03 | MUDABCD202 420255HG | Currency Period 6 |
| DN Bank             | Mudra Scheme                                     | SHGCP2.xml             | Update CG      | Processed | 20/08/2019 15:26:42 | MUDABCD202 420255HG | Currency Period 6 |
| Union Bank Of India | Credit Guarantee Fund Startups Transaction Based | ST-NewCG.xml           | New CG Request | Processed | 20/04/2019 17:41:51 | -                   | Control Reports   |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP6.xml     | Update CG      | Processed | 20/04/2019 17:32:32 | MUDABCD202 32024C   | Currency Period 7 |
| DN Bank             | Mudra Scheme                                     | FinalClaimSHG.xml      | Claim Request  | Processed | 20/07/2018 17:52:17 | MUDABCD202 420255HG | Currency Period 6 |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP5.xml     | Update CG      | Processed | 20/04/2018 16:39:59 | MUDABCD202 32024C   | Currency Period 7 |

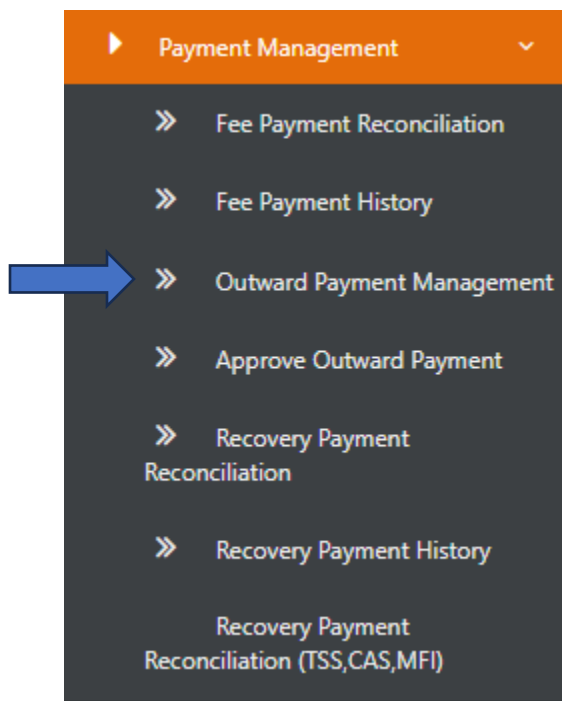
(Fig.34)

5. After successfully login in Surge, **Home page** would be loaded and displayed to user. (Fig.34).



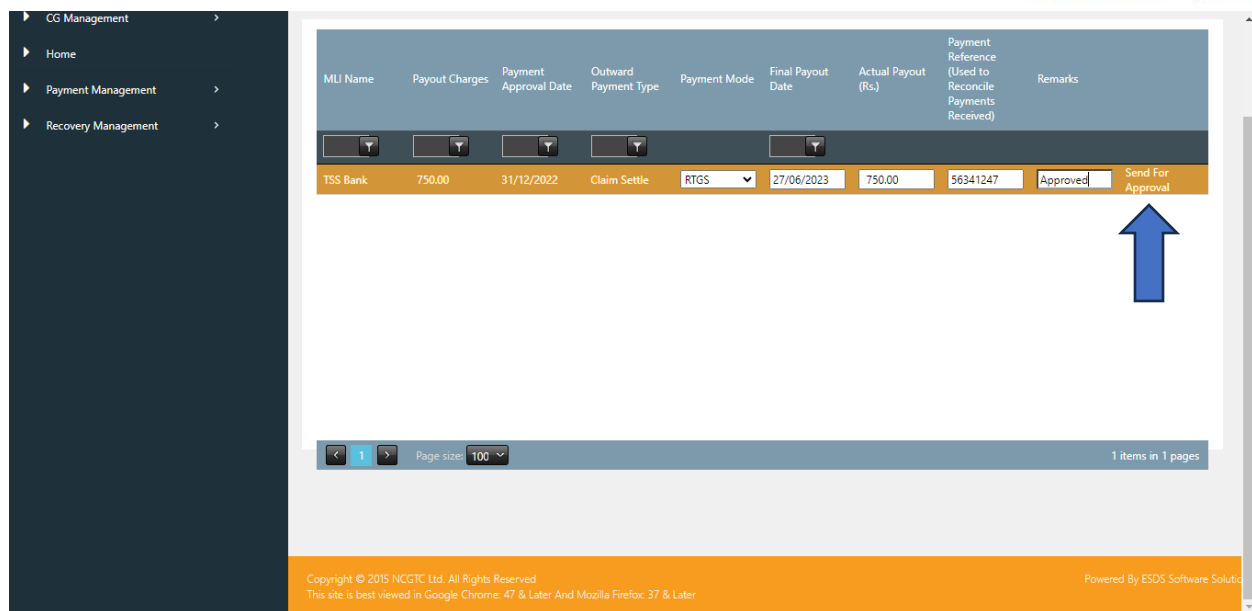
(Fig.35)

6. Click on **Payment Management** from the main menu (Fig.35)



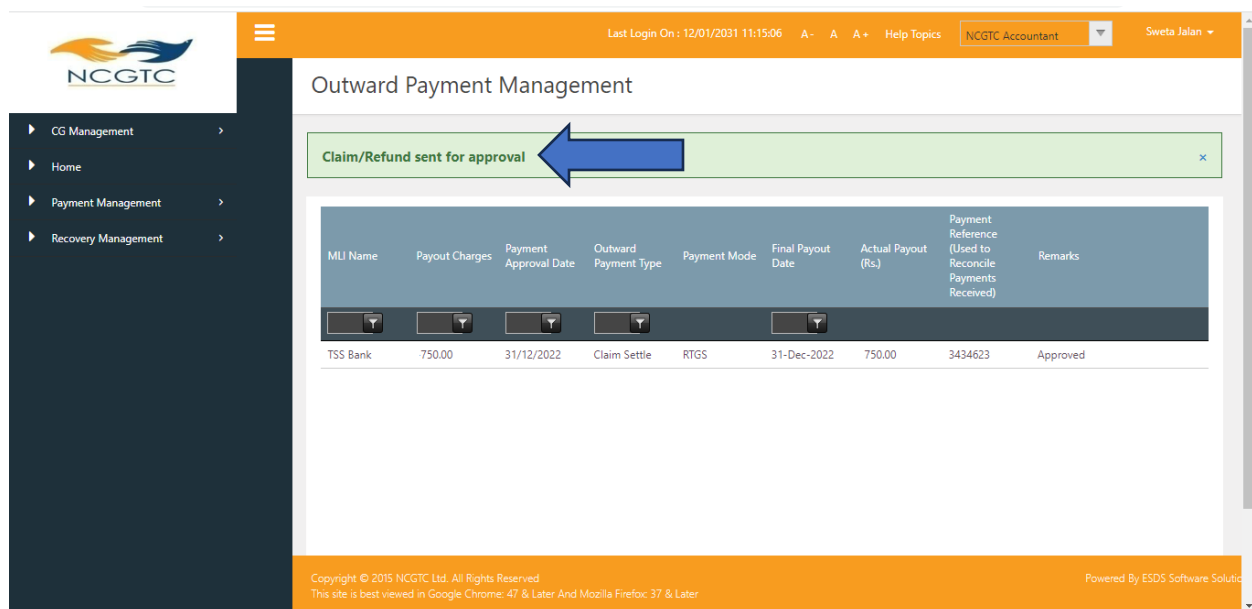
(Fig.36)

7. Click on **Outward Payment Management** sub menu from **Payment Management** main menu (Fig.36)



(Fig.37)

8. Enter **Payment Mode**
9. Enter **Final Payout Date**
10. Enter **Actual Payout**
11. Enter **Payemnt Reference**
12. Enter **Remarks**
13. Click on **Send to Approver** link (Fig.37)



(Fig.38)

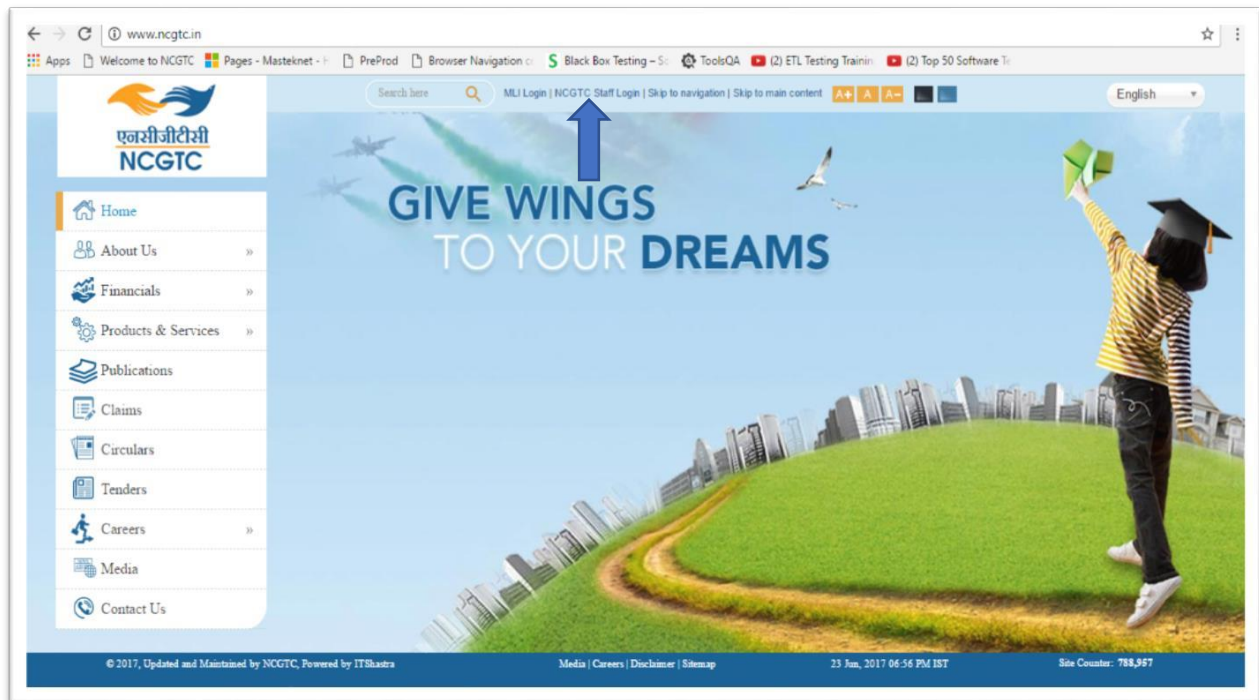
14. LGSCATSS Final Claim record send to NCGTC Main Accountant for approval (Fig.38)

### 3.2 NCGTC Main Accountant Login:

- NCGTC creator will have to login into SURGE portal using the credentials and click on **Approve Outward Payment**.

**Follow below steps:**

1. Go to “surge.ncgtc.in”



(Fig.39)

2. To login as a **NCGTC Main Accountant**, click on “**Staff Login**”.
3. **Staff login** page would be loaded.





Username

Password

Please Enter Correct Code.



[Generate New Image](#)

Type the code from the image

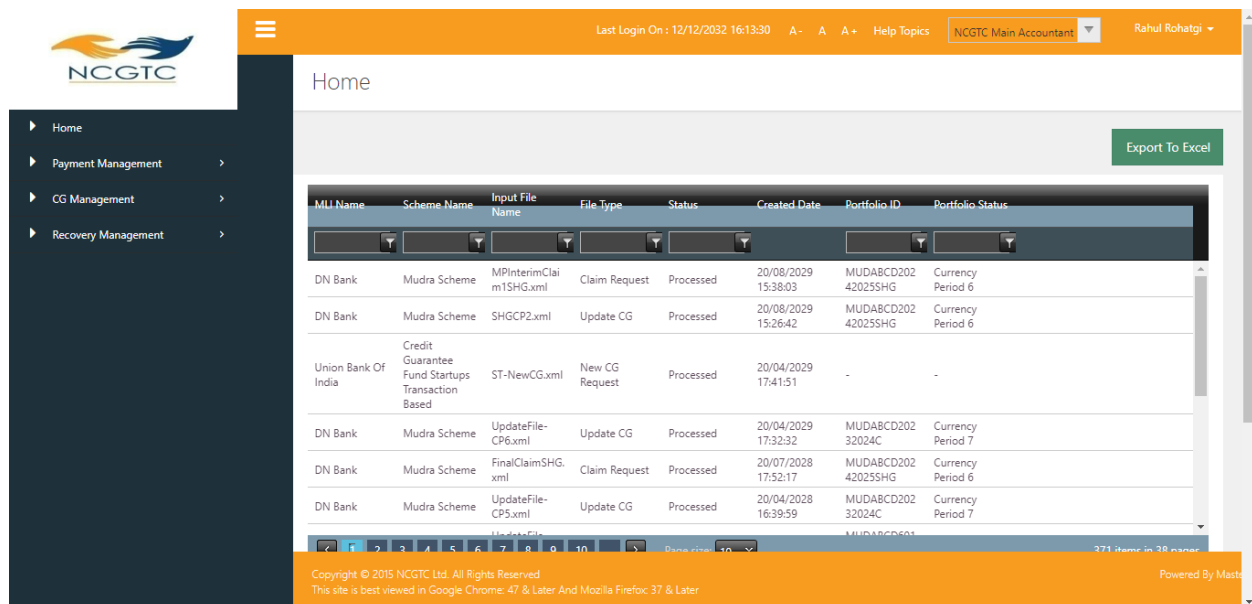
[Sign in](#)

[Forgot Password ?](#)

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(Fig.40)

4. Insert proper **username**, **Password**, **Captcha** and then click on “**Sign in**” button (Fig.40)

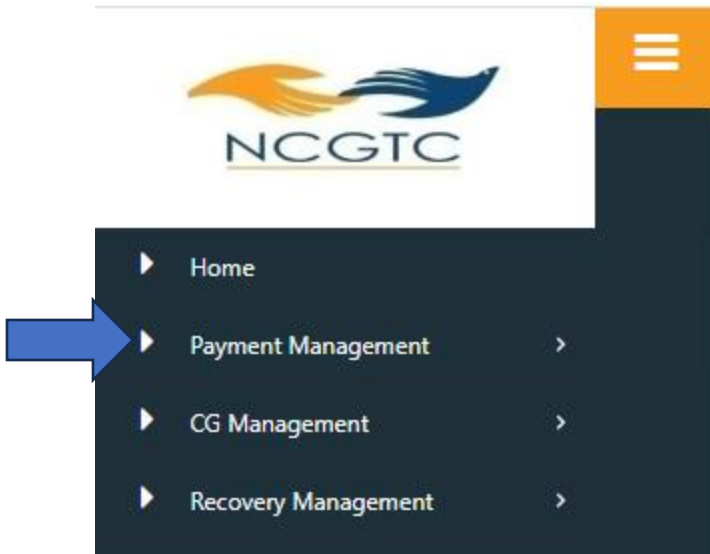


| MU Name             | Scheme Name                                      | Input File Name         | File Type      | Status    | Created Date        | Portfolio ID        | Portfolio Status  |
|---------------------|--|-------------------------|----------------|-----------|---------------------|---------------------|-------------------|
| DN Bank             | Mudra Scheme                                     | MPInterimClai m1SHG.xml | Claim Request  | Processed | 20/08/2029 15:38:03 | MUDABCD202 42025SHG | Currency Period 6 |
| DN Bank             | Mudra Scheme                                     | SHGCP2.xml              | Update CG      | Processed | 20/08/2029 15:26:42 | MUDABCD202 42025SHG | Currency Period 6 |
| Union Bank Of India | Credit Guarantee Fund Startups Transaction Based | ST-NewCG.xml            | New CG Request | Processed | 20/04/2029 17:41:51 | -                   | -                 |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP6.xml      | Update CG      | Processed | 20/04/2029 17:32:32 | MUDABCD202 32024C   | Currency Period 7 |
| DN Bank             | Mudra Scheme                                     | FinalClaimSHG.xml       | Claim Request  | Processed | 20/07/2028 17:52:17 | MUDABCD202 42025SHG | Currency Period 6 |
| DN Bank             | Mudra Scheme                                     | UpdateFile-CP5.xml      | Update CG      | Processed | 20/04/2028 16:39:59 | MUDABCD202 32024C   | Currency Period 7 |

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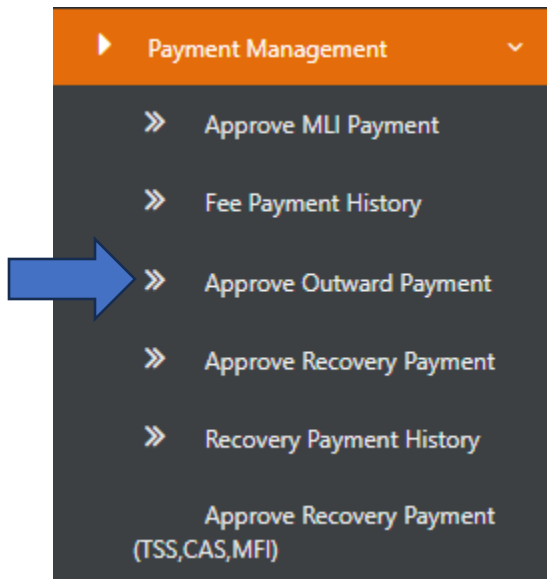
(Fig.41)

5. After successfully login in Surge, **Home** page would be loaded and displayed to user. (Fig.41).



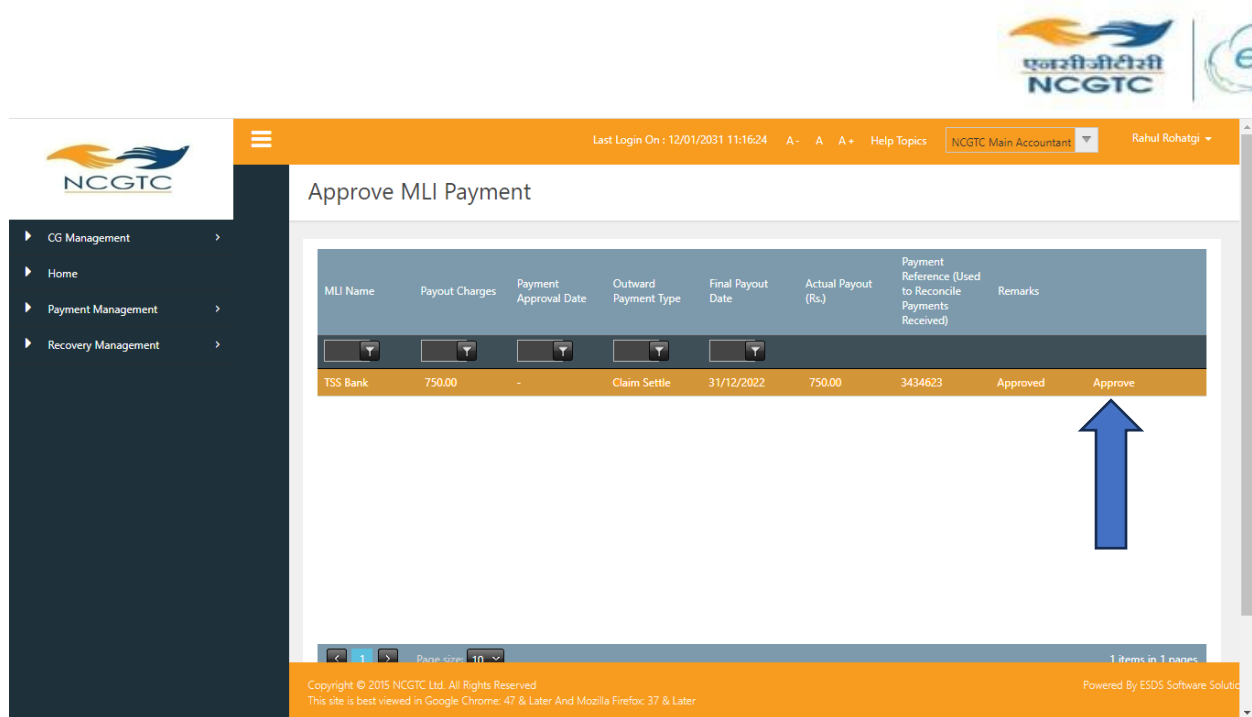
(Fig.42)

6. Click **Payment Management** main menu (Fig.42)



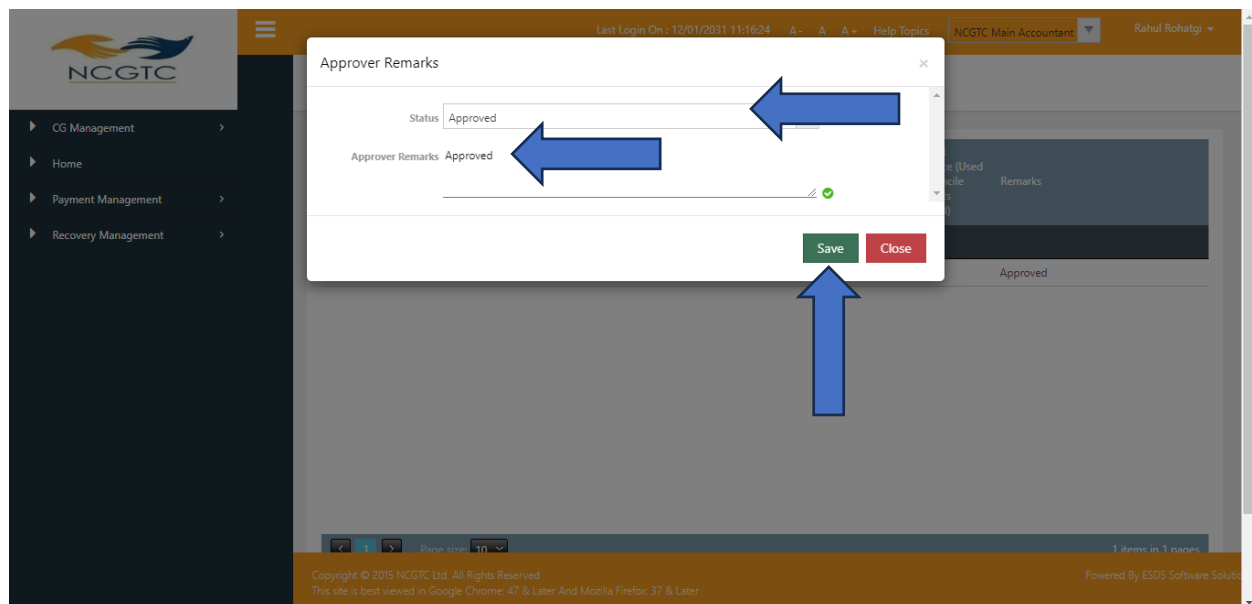
(Fig.43)

7. Click on **Approve Outward Payment** sub menu from **Payment Management** main menu (Fig.43)



(Fig.44)

8. Click on **Approve** link (Fig.44)

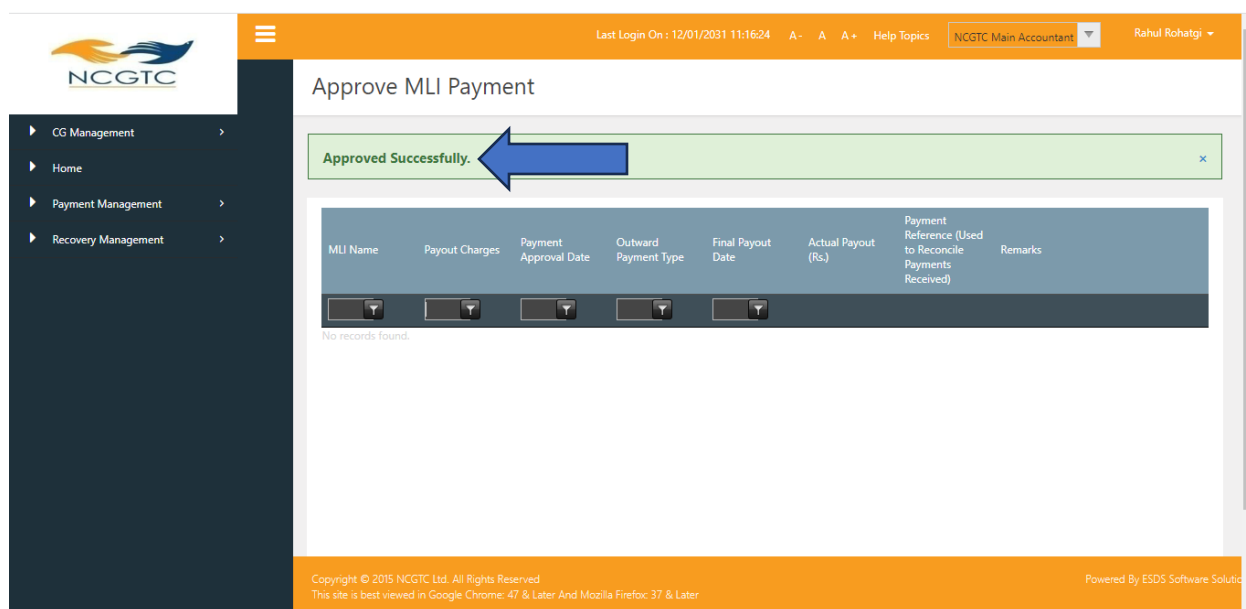


(Fig.45)

9. Select **Status** as **Approved**

10. Enter **Approver Remarks**

11. Click on **Save** button (Fig.45)



**(Fig.46)**

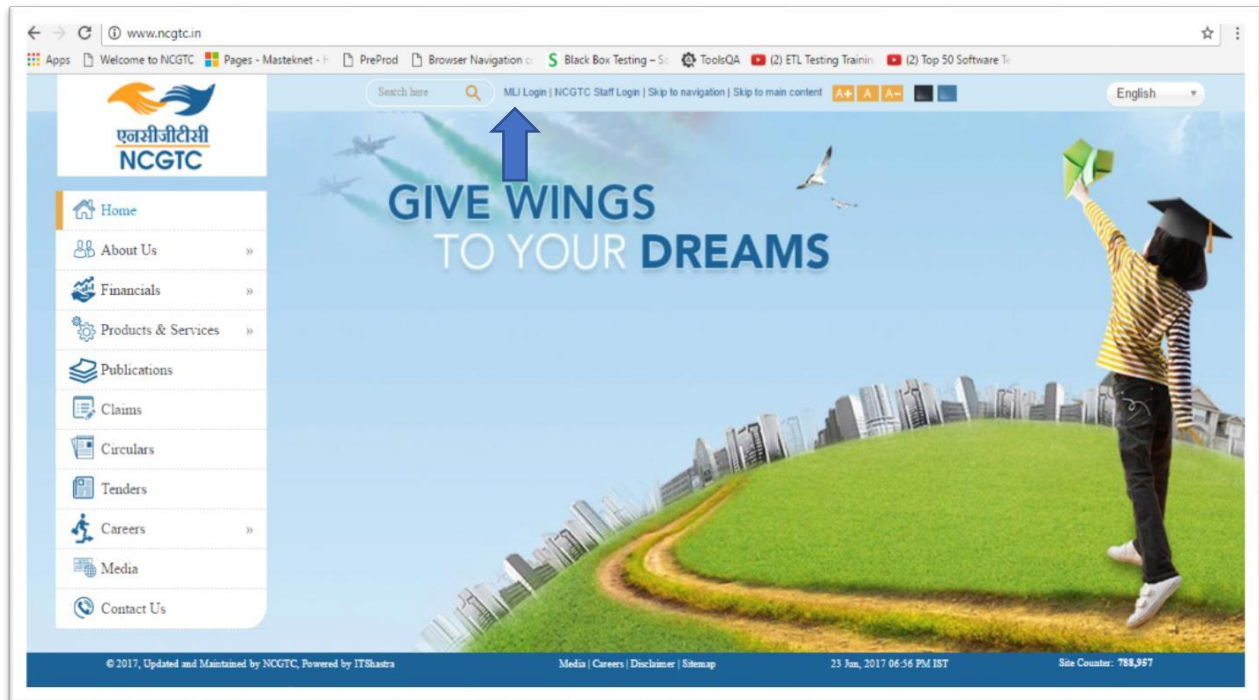
## 12. LGSCATSS Final Claim record approved successfully (Fig.46)

## 4. Reports:

- MLI and NCGTC both can download and view LGSCATSS Final Claim report

**Follow below steps:**

1. Go to “surge.ncgtc.in”



(Fig.47)

2. To login as a **MLI Creator**, click on “**MLI Login**”.
3. **MLI login** page would be loaded.



Username

Password

Please Enter Correct Code.

**ZFD13**

[Generate New Image](#)

Type the code from the image

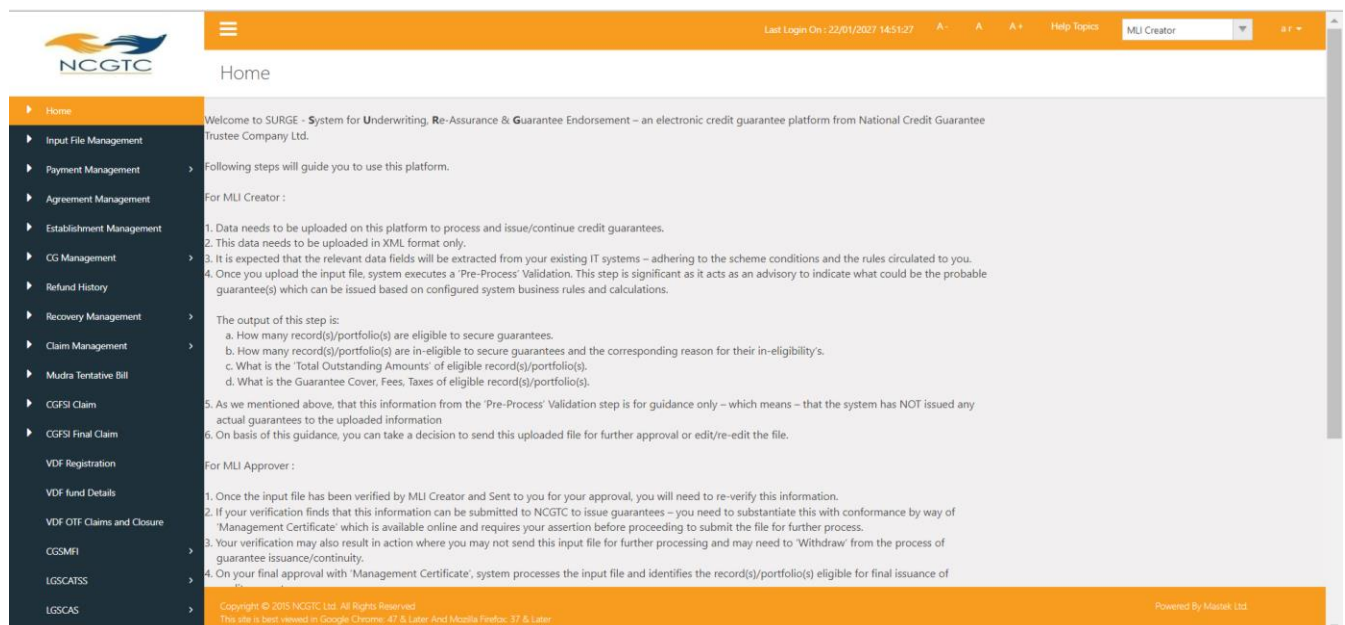
**Sign in**

[Forgot Password ?](#)

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(Fig.48)

4. Insert proper **username**, **Password**, **Captcha** and then click on “**Sign in**” button.



Home

Welcome to SURGE - System for Underwriting, Re-Assurance & Guarantee Endorsement – an electronic credit guarantee platform from National Credit Guarantee Trustee Company Ltd.

Following steps will guide you to use this platform.

For MLU Creator :

1. Data needs to be uploaded on this platform to process and issue/continue credit guarantees.
2. This data needs to be uploaded in XML format only.
3. It is expected that the relevant data fields will be extracted from your existing IT systems – adhering to the scheme conditions and the rules circulated to you.
4. Once you upload the input file, system executes a 'Pre-Process' Validation. This step is significant as it acts as an advisory to indicate what could be the probable guarantee(s) which can be issued based on configured system business rules and calculations.

The output of this step is:

- a. How many record(s)/portfolio(s) are eligible to secure guarantees.
- b. How many record(s)/portfolio(s) are in-eligible to secure guarantees and the corresponding reason for their in-eligibility's.
- c. What is the 'Total Outstanding Amounts' of eligible record(s)/portfolio(s).
- d. What is the Guarantee Cover, Fees, Taxes of eligible record(s)/portfolio(s).

5. As we mentioned above, that this information from the 'Pre-Process' Validation step is for guidance only – which means – that the system has NOT issued any actual guarantees to the uploaded information.

6. On basis of this guidance, you can take a decision to send this uploaded file for further approval or edit/re-edit the file.

For MLU Approver :

1. Once the input file has been verified by MLU Creator and Sent to you for your approval, you will need to re-verify this information.
2. If your verification finds that this information can be submitted to NCGTC to issue guarantees – you need to substantiate this with conformance by way of 'Management Certificate' which is available online and requires your assertion before proceeding to submit the file for further process.
3. Your verification may also result in action where you may not send this input file for further processing and may need to 'Withdraw' from the process of guarantee issuance/continuity.
4. On your final approval with 'Management Certificate', system processes the input file and identifies the record(s)/portfolio(s) eligible for final issuance of guarantee.

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(Fig.49)

5. After successfully login in Surge, **Home page** would be loaded and displayed to user. (Fig.49).



- ▶ Home
- ▶ Input File Management
- ▶ Payment Management >
- ▶ Agreement Management
- ▶ Establishment Management
- ▶ CG Management >
- ▶ Refund History
- ▶ Recovery Management >
- ▶ Claim Management >
- ▶ Mudra Tentative Bill
- ▶ CGFSI Claim

VDF OTF Claims and Closure

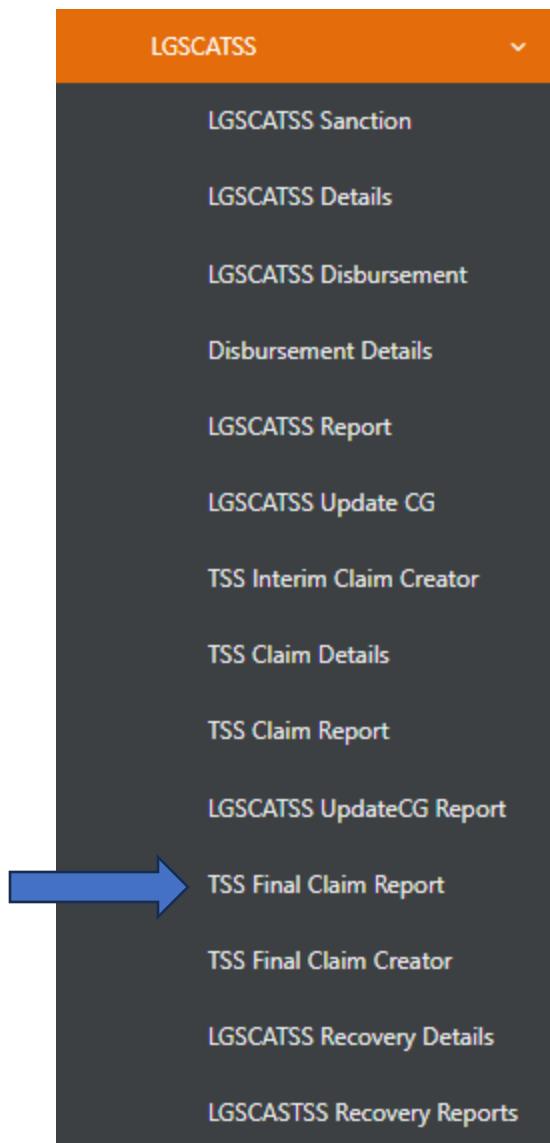
CGSMFI >

LGSCATSS >

LGSCAS >

(Fig.50)

6. Click **LGSCATSS** from main menu (Fig.50)



(Fig.51)

7. Click on **TSS Final Claim Report** sub menu from **LGSCATSS** main menu (Fig.51)



(Fig.52)

8. Select **MLI Name** from dropdown
9. Enter **CGPAN**
10. Select **From Date** and **To Date**
11. Click on **Generate LGSCATSS Claim Report (Fig.52)**

| MLIName  | CGPAN                 | Borrower Name  | DateofNPA | Asset Creation | Total Due as on NPA (Principia + Interest) | Total Outstanding as on date of Claim (Net Recovery) | Total dues as on date |
|----------|-----------------------|----------------|-----------|----------------|--|--|-----------------------|
| TSS Bank | CGTSS0101202300032150 | TSS 1          | 8/3/2023  | No             | 10000                                      | 10000  | 10000                 |
| TSS Bank | CGTSS0101202300032151 | TSS 2          | 8/3/2023  | No             | 10000                                      | 10000  | 10000                 |
| TSS Bank | CGTSS0101202300032152 | TSS 3          | 8/3/2023  | No             | 10000                                      | 10000  | 10000                 |
| TSS Bank | CGTSS0101202300032184 | TSS Claim      | 7/19/2023 | No             | 12000                                      | 12000  | 12000                 |
| TSS Bank | CGTSS2306202400042349 | T & T Industry | 9/24/2023 | No             | 20000                                      | 15000  | 15000                 |

(Fig.53)