



LGSCAS – Search/View CG User Manual

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1. Introduction:

This user manual includes step wise illustration to Search and View CG options for the benefit of users.

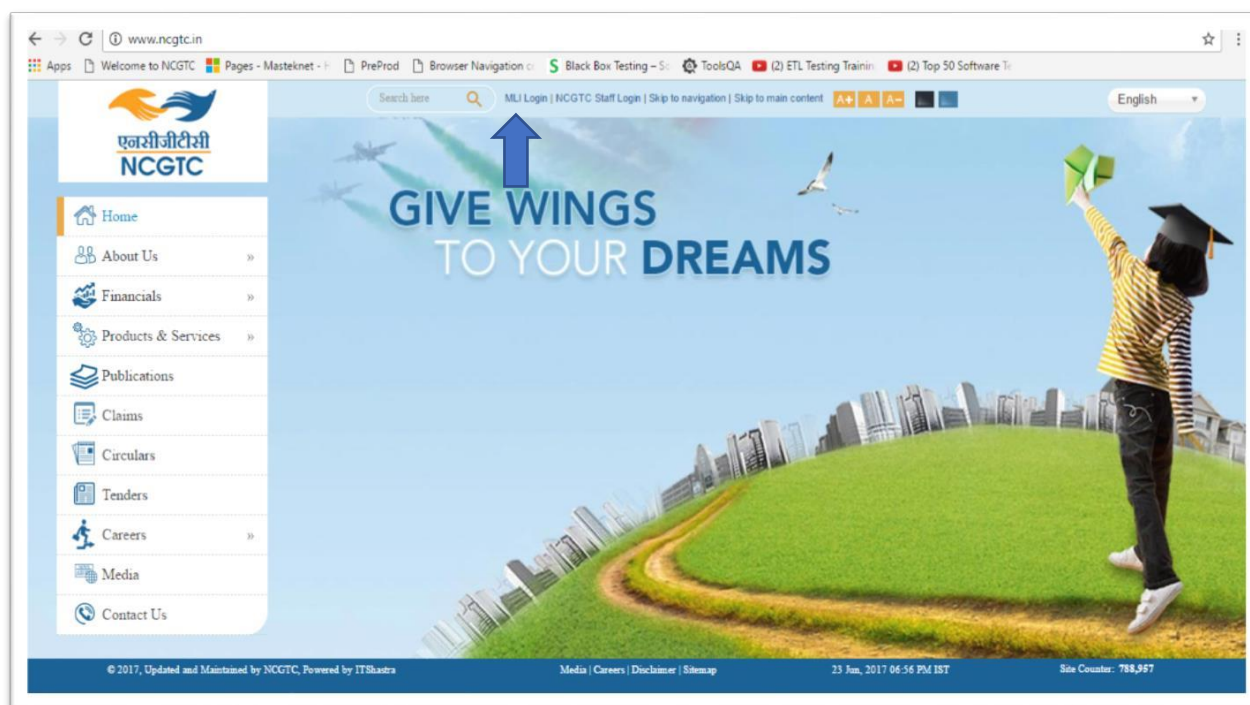
2. Search and View CG:

MLI and NCGTC can Search and View CG options to view/check all the transaction details

2.1 Search and View CG (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

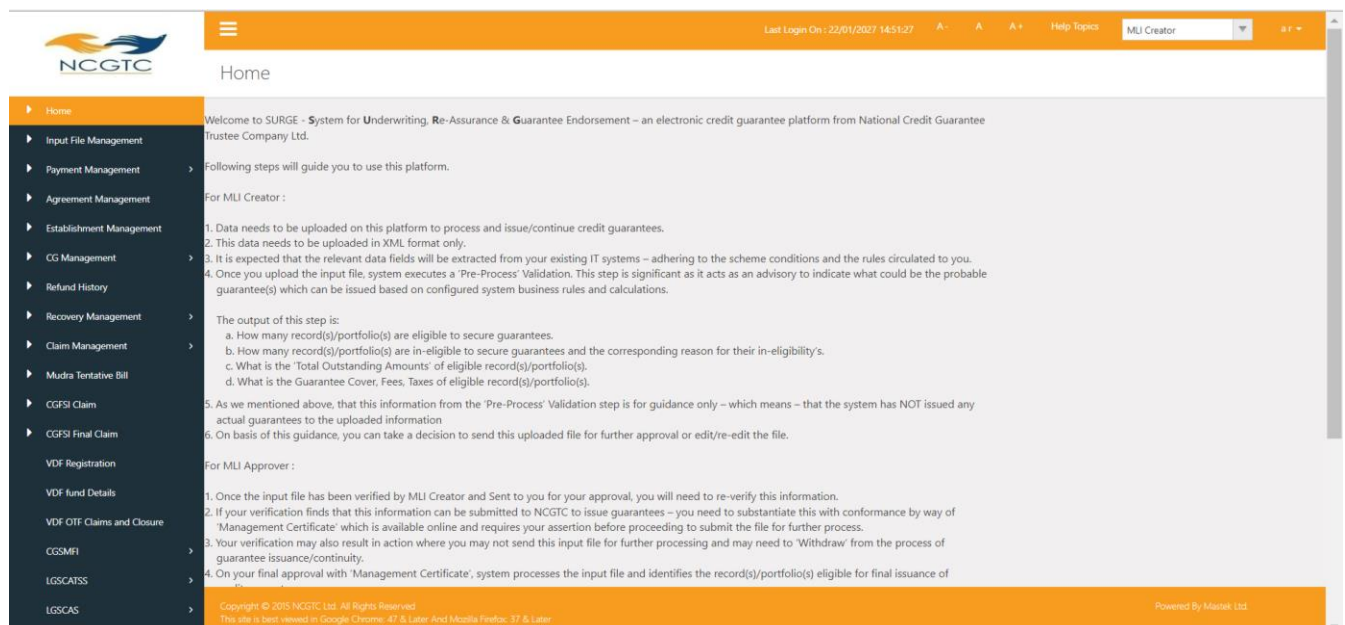
Sign in

[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 :

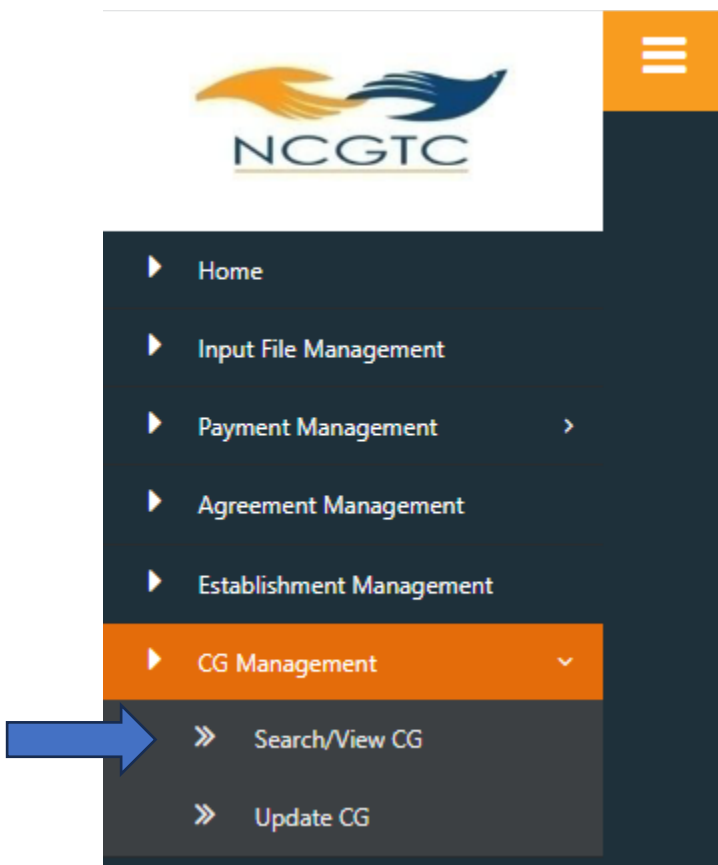
1. Once the input file has been verified by MLU Creator and Sent to you for your approval, you will need to re-verify this information.
2. If your verification finds that this information can be submitted to NCGTC to issue guarantees – you need to substantiate this with conformance by way of 'Management 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 **Search/View CG** sub menu from **CG management** main menu (Fig.4)

Search & View CG

MU: CLBGS Bank

Scheme: Loan Guarantee Scheme for Covid Affected Sectors

Loan Account No.:

CGPAN: CGCLBGEN2201202200021579

Customer ID:

Search Reset

(Fig.5)

7. Enter CGPAN or Loan Account Number or Customer ID
8. Click on Submit button (Fig.5)

Search & View CG

MU: CLBGS Bank

Scheme: Loan Guarantee Scheme for Covid Affected Sectors

Loan Account No.:

CGPAN: CGCLBGEN2201202200021579

Customer ID:

Search Reset

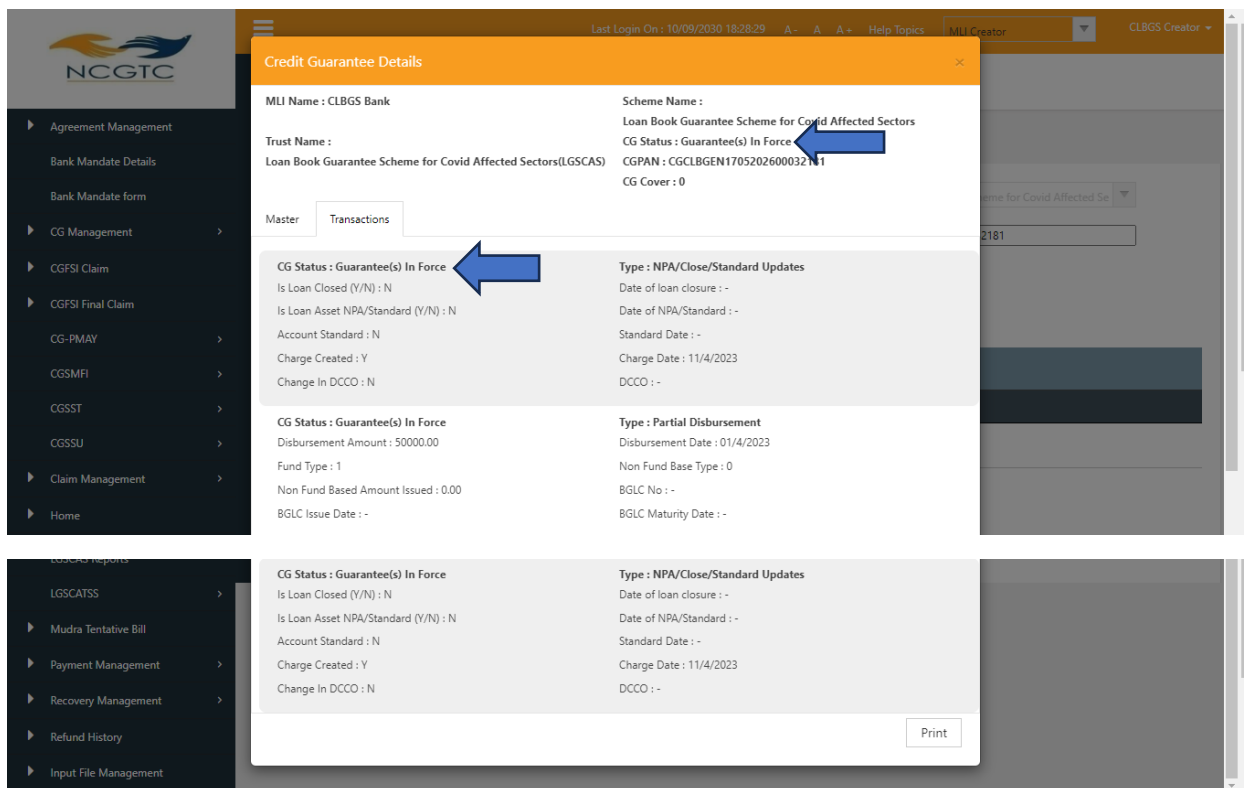
Loan Account No.	Customer ID	Portfolio ID	CGPAN	Status
657305500967	577059229	-	CGCLBGEN2201202200021579	Guarantee(s) In Force

View details

(Fig.6)

9. Search records displays successfully
10. Click on **View Details**

11. User is able to print the document
12. In Master tab, user can see all new cg details (**Fig.7**)



Credit Guarantee Details

MLI Name : CLBGS Bank

Trust Name : Loan Book Guarantee Scheme for Covid Affected Sectors(LGSCAS)

Scheme Name : Loan Book Guarantee Scheme for Covid Affected Sectors

CG Status : Guarantee(s) In Force

CGPAN : CGCLBGEN1705202600032

CG Cover : 0

Master Transactions

CG Status : Guarantee(s) In Force

Is Loan Closed (Y/N) : N

Is Loan Asset NPA/Standard (Y/N) : N

Account Standard : N

Charge Created : Y

Change In DCCO : N

Type : NPA/Close/Standard Updates

Date of loan closure : -

Date of NPA/Standard : -

Standard Date : -

Charge Date : 11/4/2023

DCCO : -

CG Status : Guarantee(s) In Force

Disbursement Amount : 50000.00

Fund Type : 1

Non Fund Based Amount Issued : 0.00

BGLC Issue Date : -

Type : Partial Disbursement

Disbursement Date : 01/4/2023

Non Fund Base Type : 0

BGLC No : -

BGLC Maturity Date : -

Print

(Fig.8)

13. In Transactions tab, user can see all transaction like partial disbursement, update CG, claims and recovery (Fig.8)

Note: CG Status changes its state according to the stages

Thank You