



Madhya Pradesh Gramin Bank

(A Joint Venture of Govt of India, MP Govt. & Bank of India)

HCHBM -Chequebook maintenance

1. Overview

The Finacle system allows the Bank User to do maintenance related events (activities) of issued cheque books to Account Ids.

2. Business Flow

2.1 Inquiry of cheque book already issued to an account.

On invocation of the menu “**HCHBM**”, select the value ‘I-Issue’ through drop down for the field ‘Function’. Enter or select (through searcher) a valid A/c. Id (to whom cheques have been issued). Click on GO

System will navigate the user to a details page and will display the details of cheque books issued to the selected Account Id.

Select one of the listed Cheque Books and click on the icon under the column ‘View Details’. On clicking this icon, system displays the status of each cheque leaf of the selected Cheque Book.

The screenshot shows the Finacle interface for Cheque Book Maintenance. At the top, there are navigation links for 'CoreServer', 'Menu', 'Show Memo Pad', 'Background Menu', and 'CCY Converter'. The main search area has fields for 'Function' (set to 'I - Inquire'), 'A/c. ID' (set to '0330111100000008'), and 'Begin Cheque No.'. Below the search bar, it shows currency information ('INR') and a date ('04580'). The bottom of the screen has 'Go' and 'Clear' buttons.

Screenshot of Finacle Universal Banking Solution from Infosys showing the Chequebook Maintenance - Cheque Leaf Status Inquiry screen.

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | Menu | Show Memo Pad | Background Menu | CCY Converter

Universal Banking Solution from Infosys

Chequebook Maintenance - Cheque Leaf Status Inquiry

Function: I - Inquire | Begin Cheque No.: 033011110000008 INR 04580 VIBHUTI SHARMA WO SWADESH KUMAR SHARMA

Begin Cheque Alpha/Cheque No.	No. of Leaves	Issue Date	Issued but not Acknowledged	Passed	Unused	Stopped	Cautioned	Destroyed	Returned Paid	Rejected	Transferred	View Details
/ 93751	10	07-02-2023	0	1	9	0	0	0	0	0	N	
/ 93631	10	15-10-2022	0	1	9	0	0	0	0	0	N	
/ 79161	10	11-08-2021	0	1	9	0	0	0	0	0	N	
/ 78281	10	31-12-2020	0	1	9	0	0	0	0	0	N	
/ 17731	10	24-04-2019	0	2	8	0	0	0	0	0	N	

OK | Back | FINACLE 10x Booklet V1.0.pdf | https://mpgbdcfinx.boirrb.net:47000/SSO/ui/SSOLogin.jsp

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | Menu | Show Memo Pad | Background Menu | CCY Converter

Universal Banking Solution from Infosys

Chequebook Maintenance - Cheque Leaf Status Inquiry

Display: All | Status: PASSED, UNUSED, UNUSED, UNUSED, UNUSED, UNUSED, UNUSED, UNUSED, UNUSED, UNUSED

Cheque No.	Issued but not Acknowledged	Status
93751	Passed	PASSED
93752	Unused	UNUSED
93753	Stopped	UNUSED
93754	Cautioned	UNUSED
93755	Destroyed	UNUSED
93756	Returned Paid	UNUSED
93757	Rejected	UNUSED
93758		UNUSED
93759		UNUSED
93760		UNUSED

Back | Type here to search | 3:48 PM IN 03-Sep-24

2.2 Marking ‘Caution’ to a cheque leaf.

On invocation of the menu “**HCHBM**”, select the value ‘C-Caution’ through drop down for the field ‘Function’. Enter or select (through searcher) a valid A/c. Id (to whom cheques have been issued). Key-in a valid Cheque leaf Id. (it should be issued to this selected Account Id) for the field ‘Begin Cheque No.’. Enter the number of cheque leaves to be cautioned for the field ‘No. of Leaves’ (consecutive number of leaves including the begin cheque number leaf will be cautioned). Click on GO.

System will navigate the user to a details page and will display the details of the cheque leaf(s) with their Cheque No., Current Status and New Status. Click on SUBMIT.

On Submission, the statuses all the selected cheques leaf(s) will become cautioned.

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | Menu | Show Memo Pad | Background Menu | CCY Converter | Go

Finacle
Universal Banking Solution from Infosys
Cheque Book Maintenance

Function *	C - Caution	Help
A/c. ID *	03301111000008	INR 04580 VIBHUTI SHARMA WO 5
Begin Cheque No.	93753	No. of Leaves 10

Go | Clear

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | Menu | Show Memo Pad | Background Menu | CCY Converter | Go

Finacle
Universal Banking Solution from Infosys
Chequebook Maintenance - Caution, Destroy, Undo

Function:	C - Caution
A/c. ID :	03301111000008 INR 04580 VIBHUTI SHARMA WO SWADESH KUMAR SHARMA

Cheque No.	Current Status	New Status
93751	PASSED	PASSED
93752	UNUSED	CAUTIONED
93753	UNUSED	CAUTIONED
93754	UNUSED	CAUTIONED
93755	UNUSED	CAUTIONED
93756	UNUSED	CAUTIONED
93757	UNUSED	CAUTIONED
93758	UNUSED	CAUTIONED
93759	UNUSED	CAUTIONED
93760	UNUSED	CAUTIONED

Submit | Cancel

Result Page

Successfully Cautioned

OK

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | Menu | Show Memo Pad | Background Menu | CCY Converter | Go

Finacle
Universal Banking Solution from Infosys
Chequebook Maintenance - Cheque Leaf Status Inquiry

Display Cautioned	Help
Cheque No. 37927	Status CAUTIONED

Back

2.3 ‘Destroy’ a cheque leaf.

On invocation of the menu “**HCHBM**”, select the value ‘D-Destroy’ through drop down for the field ‘Function’. Enter or select (through searcher) a valid A/c. Id (to whom cheques have been issued). Key-in a valid Cheque leaf Id. (it should be issued to this selected Account Id) for the field ‘Begin Cheque No.’. Enter the number of cheque leaves to be destroyed for the field ‘No. of Leaves’ (consecutive number of leaves including the begin cheque number leaf will be destroyed). Click on GO.

System will navigate the user to a details page and will display the details of the cheque leaf(s) with their Cheque No., Current Status and New Status. Click on SUBMIT.

On Submission, the statuses all the selected cheques leaf(s) will become destroyed.

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | Menu | Show Memo Pad | Background Menu | CCY Converter | Go

Finacle
Universal Banking Solution from Infosys
Cheque Book Maintenance

Function *	D - Destroy	Help
A/c. ID *	033011110000008	INR 04580 VIBHUTI SHARMA WO 5
Begin Cheque No.	93751	No. of Leaves 10
<input type="button" value="Go"/> <input type="button" value="Clear"/>		

Finacle
Universal Banking Solution from Infosys
Chequebook Maintenance - Caution, Destroy, Undo

Function : D - Destroy
A/c. ID : 033011110000008 INR 04580 VIBHUTI SHARMA WO SWADESH KUMAR SHARMA

Cheque No.	Current Status	New Status
93751	PASSED	PASSED
93752	UNUSED	DESTROYED
93753	UNUSED	DESTROYED
93754	UNUSED	DESTROYED
93755	UNUSED	DESTROYED
93756	UNUSED	DESTROYED
93757	UNUSED	DESTROYED
93758	UNUSED	DESTROYED
93759	UNUSED	DESTROYED
93760	UNUSED	DESTROYED

Result Page

! Successfully Destroyed

2.4 Verify the cheque leaf after marking Caution.

On invocation of the menu “**HCHBM**”, select the value ‘V-Verify’ through drop down for the field ‘Function’. Enter or select (through searcher) the A/c. Id (whose cheque leaf(s) have been marked with Caution). Key-in the Cheque leaf Id. (which is to be verified after being marked with Caution).

Click on GO.

System will navigate the user to a details page and will display the details of the cheque leaf(s) with their Cheque No., Current Status and New Status. Click on SUBMIT.

On Submission, the statuses all the selected cheques leaf(s) will become cautioned.

Finacle
Universal Banking Solution from Infosys
Cheque Book Maintenance

Function * V - Verify
A/c. ID * 00011011000531 INR 00010 ARUN KUMAR RAJAK
Begin Cheque No. 37927 No. of Leaves

Help ?
Go Clear

Finacle
Universal Banking Solution from Infosys
Chequebook Maintenance - Caution, Destroy, Undo

Function : V - Verify
A/c. ID : 00011011000531 INR 00010 ARUN KUMAR RAJAK

Cheque No.	Current Status	New Status
37927	UNUSED	CAUTIONED

Help ?
Submit Cancel View Audit Go

Finacle
Universal Banking Solution from Infosys
Result Page

Successfully Verified
OK

Help ?
Menu Show Memo Pad Background Menu CCY Converter
07 March, 2020 | User CUST3 | 00010 | Menu Shortcut: Go

Finacle
Universal Banking Solution from Infosys
Chequebook Maintenance - Cheque Leaf Status Inquiry

Display Cautioned
Cheque No. 37927 Status CAUTIONED

Back

Help ?
Menu Show Memo Pad Background Menu CCY Converter
07 March, 2020 | User CUST3 | 00010 | Menu Shortcut: Go

2.5 Undo of cheque leaf(s) after marking Caution.

On invocation of the menu “**HCHBM**”, select the value ‘U-Undo’ through drop down for the field ‘Function’. Enter or select (through searcher) the A/c. Id (whose cheque leaf(s) is marked with Caution). Key-in the Cheque leaf Id. (which is to be undone from marked with Caution). Key-in value for the field ‘No. of Leaves’ (which are to be undone, e.g. suppose 2 consecutive leaves are marked for Caution, but only 1 can be done Undo. Click on GO.

System will navigate the user to a details page and will display the details of the cheque leaf(s) with their Cheque No., Current Status and New Status. Click on SUBMIT.

On Submission, the statuses all the selected cheques leaf(s) will become Unused.

Finacle
Universal Banking Solution from Infosys
Cheque Book Maintenance

Function * U - Undo
A/c. ID * 000110110001427 INR 00010 BARI NAZIM PATEL
Begin Cheque No. 10 No. of Leaves

Help ?
Go Clear

Finacle
Universal Banking Solution from Infosys

Chequebook Maintenance - Caution, Destroy, Undo

Function : U - Undo
A/c. ID : 000110110001427 INR 00010 BARI NAZIM PATEL

Cheque No.	Current Status	New Status
10	CAUTIONED	UNUSED

Submit Cancel Help

Finacle
Universal Banking Solution from Infosys

Result Page

Caution Reverted successfully

OK

2.6 Cancel the marking a leaf as Cautioned.

On invocation of the menu “**HCHBM**”, select the value ‘X-Cancel’ through drop down for the field ‘Function’. Enter or select (through searcher) the A/c. Id (whose cheque leaf(s) is marked with Caution). Key-in the Cheque leaf Id. (which is to be cancelled from marked with Caution) for the field ‘Begin Cheque No.’. Click on GO.

Finacle
Universal Banking Solution from Infosys

Cheque Book Maintenance

Function *	X - Cancel
A/c. ID *	000110110001427
Begin Cheque No.	15
INR 00010 BARI NAZIM PATEL	
No. of Leaves	

Help Go Clear

Finacle
Universal Banking Solution from Infosys

Chequebook Maintenance - Caution, Destroy, Undo

Function : X - Cancel
A/c. ID : 000110110001427 INR 00010 BARI NAZIM PATEL

Cheque No.	Current Status	New Status
15	UNUSED	CAUTIONED

Submit Cancel View Audit Help

Finacle
Universal Banking Solution from Infosys

Result Page

Successfully Cancelled

OK

2.7 verify Destroy

Finacle
Universal Banking Solution from Infosys
Cheque Book Maintenance

Function * V - Verify
A/c. ID * 03301110000008
Begin Cheque No.

30 August, 2024 | User MA2767 | 04580 | Menu Shortcut: Go

Verification Pending List -- Webpage Dialog

Ref. No.	Key Value	Entered By	Date	Table	Function	SOL ID
280037527	93751/03301110000008/03	VS1699	03-09-2024	CBT	M	04580

Close

Finacle
Universal Banking Solution from Infosys
Cheque Book Maintenance

Function * V - Verify
A/c. ID * 03301110000008
Begin Cheque No. 93751

30 August, 2024 | User MA2767 | 04580 | Menu Shortcut: Go

Chequebook Maintenance - Caution, Destroy, Undo

Function : V - Verify
A/c. ID : 03301110000008 INR 04580 VIBHUTI SHARMA WO SWADESH KUMAR SHARMA

Cheque No.	Current Status	New Status
93751	PASSED	PASSED
93752	UNUSED	DESTROYED
93753	UNUSED	DESTROYED
93754	UNUSED	DESTROYED
93755	UNUSED	DESTROYED
93756	UNUSED	DESTROYED
93757	UNUSED	DESTROYED
93758	UNUSED	DESTROYED
93759	UNUSED	DESTROYED
93760	UNUSED	DESTROYED

Submit **Cancel** **View Audit**

User: MA2767 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer | **Menu** **CCY Converter**

Finacle
Universal Banking Solution from Infosys
Result Page

Successfully Verified

OK

END OF DOCUMENT