



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.

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer

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Universal Banking Solution from Infosys | 30 August, 2024 | User VS1699 | 04580 | Menu Shortcut: | Go

Chequebook Maintenance - Cheque Leaf Status Inquiry

Function: I - Inquire | Begin Cheque No.: 03301111000008 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

Finacle Universal Banking Solution | Finacle Universal Banking Solution | FINACLE 10x Booklet V1.0.pdf

https://mpgbdcfmx.boirb.net:47000/SSO/ui/SSOLogin.jsp

User: VS1699 | Calendar: Gregorian | Time Zone: IST | Solution: CoreServer

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Chequebook Maintenance - Cheque Leaf Status Inquiry

Display: All | Issued but not Acknowledged | Passed | Unused | Stopped | Cautioned | Destroyed | Returned Paid | Rejected

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

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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' (consecutives 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.

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Cheque Book Maintenance

Function: C - Caution
 A/c. ID: 033011110000008
 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

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Chequebook Maintenance - Caution, Destroy, Undo

Function: C - Caution
 A/c. ID: 033011110000008 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

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Chequebook Maintenance - Cheque Leaf Status Inquiry

Display: Cautioned

Cheque No.	Status
37927	CAUTIONED

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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' (consecutives 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.

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Go

Cheque Book Maintenance

Function
D - Destroy
A/c. ID
033011110000008
Begin Cheque No.
93751
No. of Leaves
10
Go
Clear

Finacle
Universal Banking Solution from Infosys
30 August, 2024 | User: VS1699 | 04580 | Menu Shortcut:
Go

Chequebook Maintenance - Caution, Destroy, Undo

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

Cheque No.	Current Status	New Staus
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

Result Page

Successfully Destroyed
OK

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.

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Cheque Book Maintenance

Function: V - Verify
 A/c. ID: 000110110000531
 Begin Cheque No.: 37927
 No. of Leaves:

Go Clear

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Universal Banking Solution from Infosys 07 March, 2020 | User CUST3 | 00010 | Menu Shortcut: Go

Chequebook Maintenance - Caution, Destroy, Undo

Function: V - Verify
 A/c. ID: 000110110000531 INR 00010 ARUN KUMAR RAJAK

Cheque No.	Current Status	New Status
37927	UNUSED	CAUTIONED

Submit Cancel View Audit

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Result Page

Successfully Verified

OK

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Chequebook Maintenance - Cheque Leaf Status Inquiry

Display: Cautioned

Cheque No.	Status
37927	CAUTIONED

Back

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.

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Cheque Book Maintenance

Function: U - Undo
 A/c. ID: 000110110001427
 Begin Cheque No.: 10
 No. of Leaves:

Go Clear

Finacle Menu Show Memo Pad Background Menu CCY Converter

Universal Banking Solution from Infosys 07 March, 2020 | User: CUST3 | 00010 | Menu Shortcut: Go

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

Finacle Menu CCY Converter

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Result Page

Caution Reverted successfully

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.

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Cheque Book Maintenance

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

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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

Finacle Menu CCY Converter

Universal Banking Solution from Infosys 07 March, 2020 | User: CUST3 | 00010 | Menu Shortcut: Go

Result Page

Successfully Cancelled

2.7 verify Destroy

