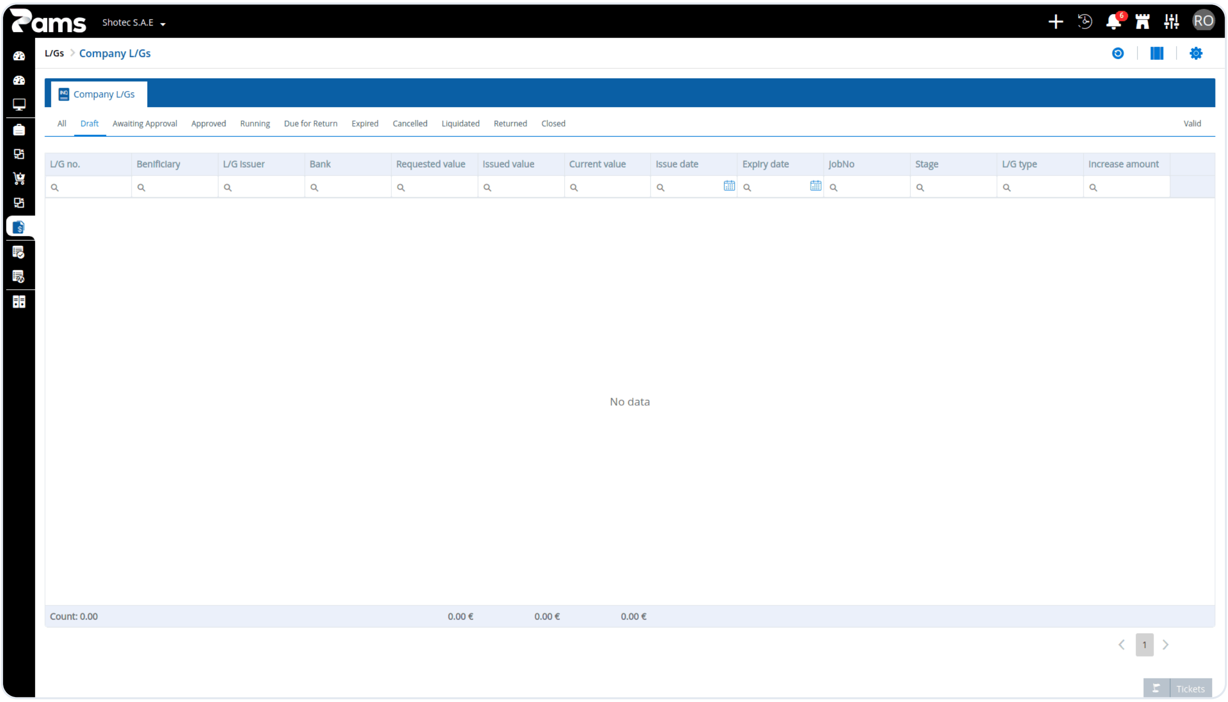
PAMS V2

Bank Guaranties

July 29, 2026

Bank Guaranties

Applications › Financial › Bank Guaranties



L/Gs — Financial › Bank Guaranties

Overview

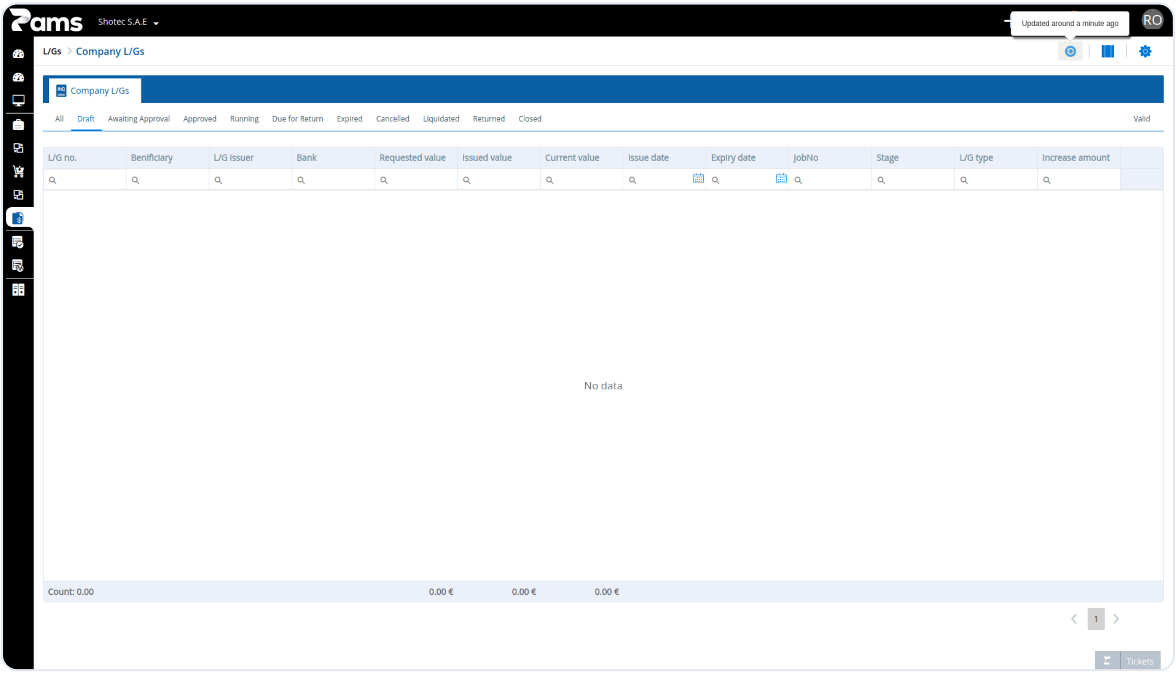
Bank Guaranties manages the list of L/G (Letter of guarantee) records used in commercial and finance operations. Finance officers, accountants, account managers, and project managers use this view to review guarantee references, beneficiaries, issuing banks, requested and issued values, and currency amounts.

Use the L/Gs list when you need to locate an existing guarantee, apply a suitable list layout, select records for review, or export the displayed information.

Settings

Before reviewing L/G records, set up a list layout that presents the information relevant to your work. The L/Gs screen provides layout controls for choosing columns, saving a layout, and maintaining the current layout.

1. Navigate to **Financial > Bank Guaranties** to open the L/Gs screen.



L/Gs — Financial › Bank Guaranties

2. Decide which layout to use:
    - Select **Standard Layout** to return to the standard list arrangement.
    - Select **Layout Settings (icn icn-settings)** to work with layout options.
    - Use **Columns Chooser** to choose the columns displayed in the list.
    - Use **Layout Name** to identify a layout before saving it.
3. Decide whether to save the layout:
    - Select **Add Layout** when you want to save the current column arrangement as an additional layout.
    - Select **Save** to save the layout changes.
    - Select **Cancel** to leave layout editing without saving.

> **Note:** Layout settings control how the L/G list is displayed. They do not create, change, issue, or cancel an L/G record.

4. Maintain an existing layout when required:

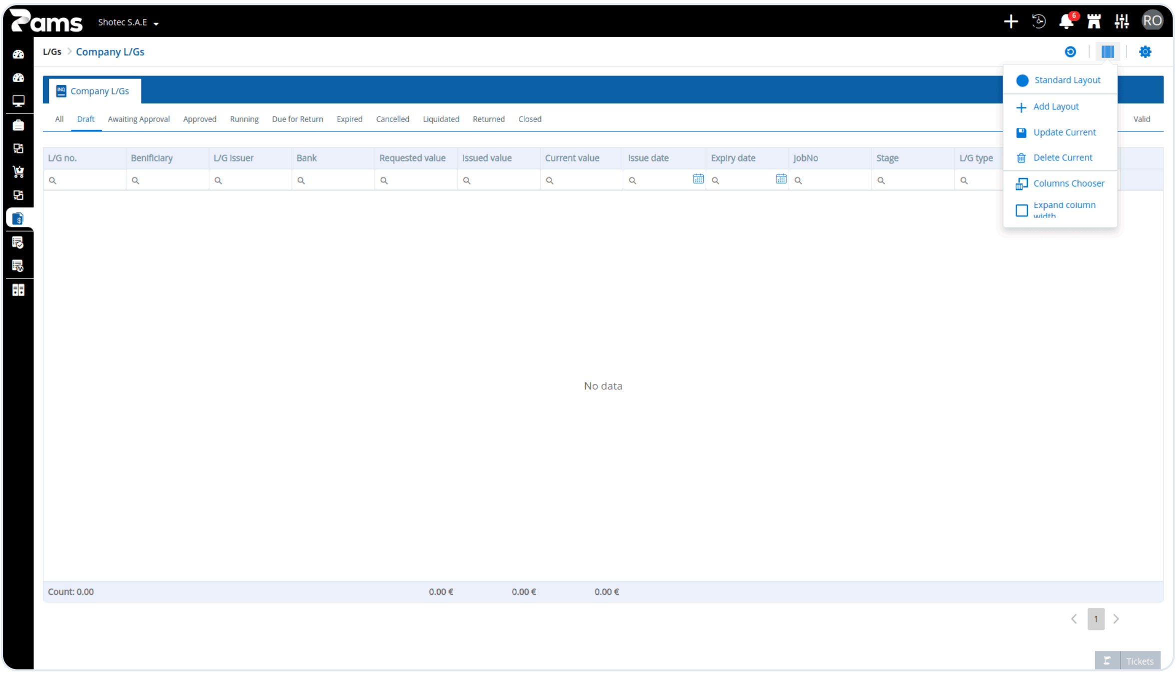
- Select **Update Current** to save changes to the current layout.
- Select **Delete Current** to remove the current layout.
- Select **Delete** when the screen presents a delete action for the selected item.

> **Warning:** Confirm that the correct layout is active before using **Delete Current**. Removing a layout can affect how you and other users review the L/G list.

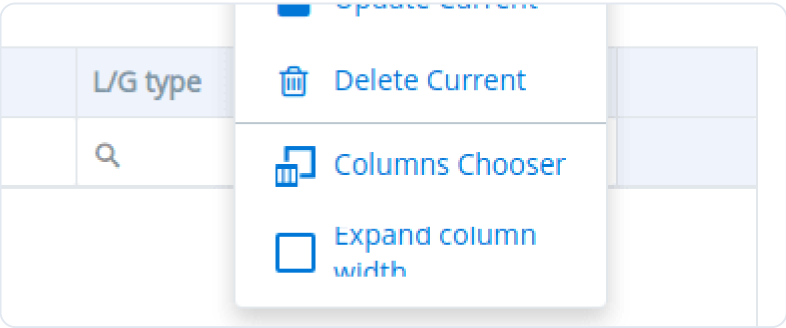
Workflow

The available L/Gs screen is a list and reporting workspace. It provides controls for viewing, searching, selecting, arranging, and exporting L/G information. No action for creating, editing, issuing, approving, or closing an L/G record is available on this screen.

1. **Open the L/G register and review the available information.**
   Navigate to **Financial > Bank Guaranties**. Review the L/Gs list and its summary values. The list includes fields such as L/G number, beneficiary, L/G issuer bank, requested value, issued value, and currency.



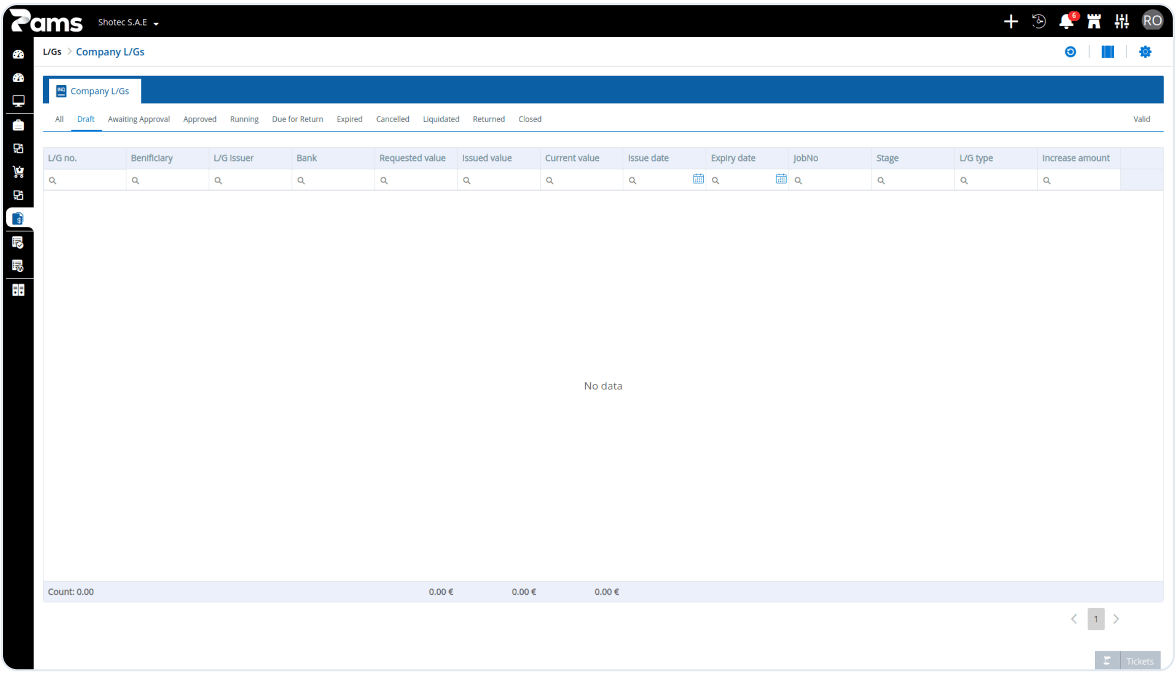
L/Gs — Financial › Bank Guaranties



Decide whether the standard columns are sufficient for the review:

- If they are sufficient, continue with the current layout.
- If additional or different columns are required, use **Columns Chooser** and save the result through **Add Layout**, **Save**, or **Update Current**, as appropriate.

2. **Locate an L/G when you know part of its identifying information.**
   Enter a search term in **Search box** to narrow the list. Use information that is visible in the register, such as the L/G number, beneficiary, or issuing bank, to identify the relevant record.



L/Gs — Financial › Bank Guaranties

Decide whether the search result is sufficiently specific:

- If the required L/G is visible, proceed to selection or export.
- If too many records remain, refine the text in **Search box**.

- If no matching record is displayed, clear or revise the search term and check the details used for the search.

3. **Select the records needed for your review or output.**
   Use **Select** to select the L/G records you need to work with in the current list.

   Decide what to do with the selected or displayed records:

   - If you only need to verify the register information, keep the selection for on-screen review.
   - If you need an external copy of the list, continue to export.
   - If you need a different presentation before exporting, return to **Columns Chooser** or select another saved layout.

4. **Export the current L/G list when a reportable copy is required.**
   Select **Export** to export the information currently shown in the L/Gs view.

   Before exporting, confirm that the layout and search results show the correct L/G information. The exported output reflects the information available from the current list view; therefore, apply the required search and column layout first.

> **Tip:** Use a clear layout name when saving a layout, for example one that indicates whether it is intended for bank review, beneficiary review, or value reconciliation.

Examples

A finance officer needs a working list of bank guarantees for a monthly review of issued values.

1. The finance officer opens **Financial > Bank Guaranties**.
2. The officer reviews the L/Gs list, which is designed to show L/G number, beneficiary, issuing bank, requested value, issued value, and currency. For this review, the officer needs to focus on guarantee identity, bank, and values.
3. The officer selects **Layout Settings (icn icn-settings)** and then **Columns Chooser** to review the available list columns. The officer enters `Monthly L/G Review` in **Layout Name**, selects **Add Layout**, and selects **Save**.
4. The officer enters a beneficiary name, such as `Northstar Contracting`, in **Search box** to display the relevant L/G records.

5. The officer uses **Select** to mark the relevant records and checks the requested value and issued value displayed for each result.
6. After confirming that the displayed records are the correct records for the review, the officer selects **Export** to produce an external copy of the filtered L/G list.

The result is an exported L/G register based on the selected layout and the current search result. The officer can use it for finance review without changing the L/G records themselves.

Tips

> **Tip:** Search before exporting so that the export contains only the L/G records required for the current review.

> **Note:** Use **Standard Layout** when a saved or modified layout no longer displays the columns needed for routine L/G review.

> **Warning:** The L/Gs screen does not provide a visible action to create or update guarantee details. Do not assume that saving a layout changes L/G values or guarantee status.

Troubleshooting

Symptom	Likely cause	Fix
The required L/G record is not visible.	The current search term is too specific, incorrect, or still applied.	Revise or clear **Search box**, then search again using available L/G information such as the L/G number, beneficiary, or issuer bank.
The list does not show the information needed for review.	The current layout does not include the required columns.	Select **Columns Chooser**, adjust the displayed columns, and use **Save** or **Update Current** as appropriate.
A layout change is not retained.	The layout was not saved, or the changes were cancelled.	Select **Save** after creating a layout with **Add Layout**, or select **Update Current** when changing the active layout.
The export contains more or fewer records than expected.	The list was exported with an incorrect search result or layout.	Confirm the active layout and the results in **Search box**, then select **Export** again.

Related pages

- Financial — Overview
- Receivables
- Financial — Learning Path