



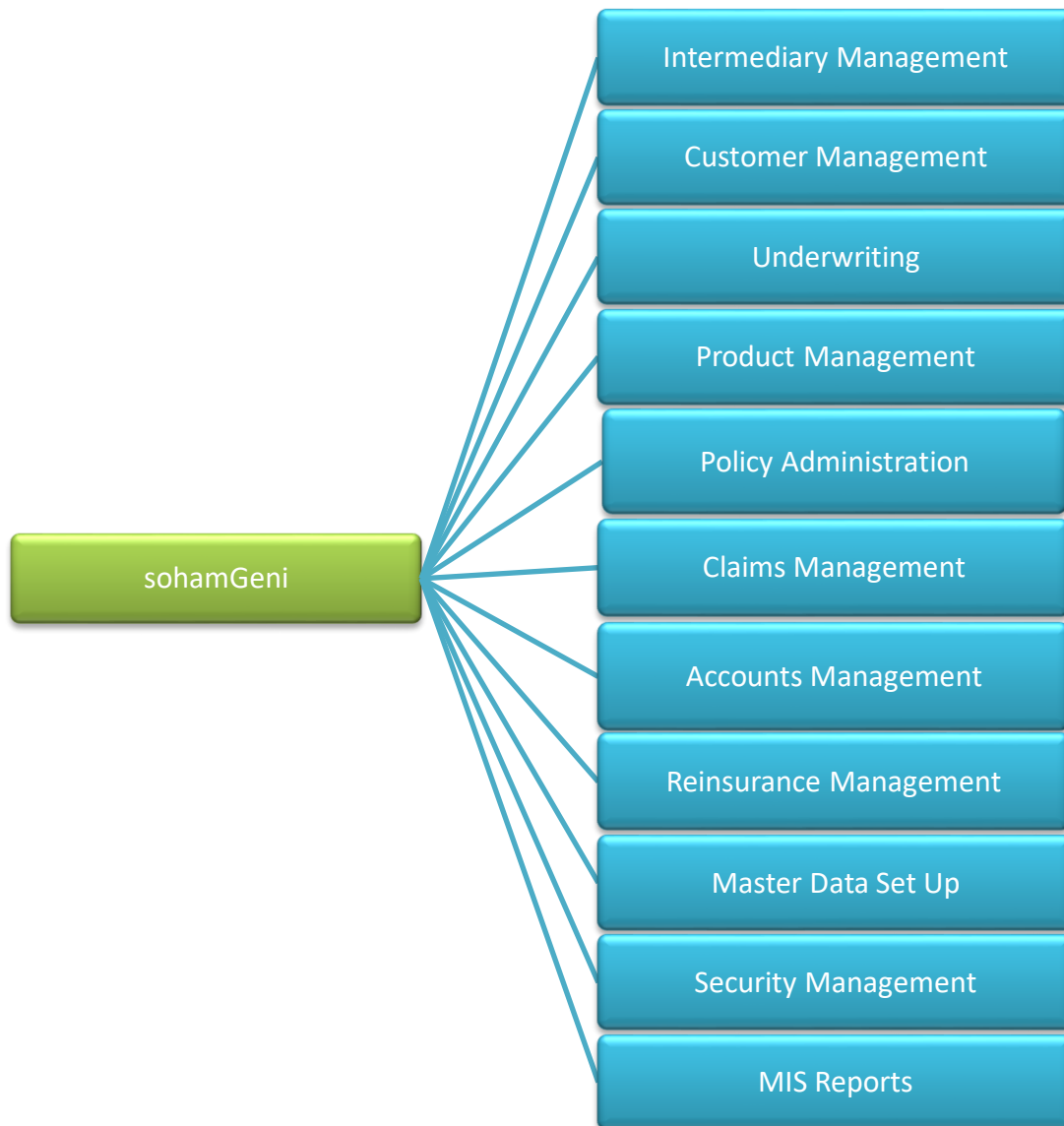
# SOHAMGENI USER MANUAL

From



Dream Tekis Software Pvt. Ltd

**CORE MODULES OF SOHAMGENI**



**INTERMEDIARY MANAGEMENT:****NEW INTERMEDIARY:**

New intermediary feature helps to capture all personal details of intermediaries such as agents, brokers etc. with their license details.

If Intermediary code is left blank, system automatically generates (auto-increments) a code.

In addition, user can manually enter an Intermediary code, which needs to be verified for uniqueness. Kindly click on verify after manually entering an intermediary code

**SohamGeni** Welcome, ALLIANCE/dtuser

**New Intermediary**

**Intermediary Information**

Intermediary Code*	blank for auto-increm	Start Date*	22-04-2019
Intermediary Type*	Broker	Intermediary Category*	Commission Broker
Branch	HO Alliance Head Office	Status	Active

**License Information**

License Id*	LCN5856752	Trained/Sponsored By	
Issued On*	01-04-2019	Expires On*	31-03-2020

**Intermediary Details**

**Personal Information**

Company Name	UNITED HOLDINGS	Years of Experience	10
Title	Mr.	Middle Name	
First Name *	ROY	Gender	Male
Last Name*	AIDEN	TIN	T123456
Date of Birth *	01-04-1977		

**Address Information**

Address Line 1	ELUVATSINI HOUSE	Address Line 2	MHLAMBANYATSI ROA
Country	SEYCHELLES	Postal	5332822

**Communication Information**

Mobile1 *	Mobile2	Email 1	Email2
9856745231			

**Bank Details**

**Bank Information**

**Comments**

**Comments**

- The maximum characters allowed here are

**Save & Back** **Cancel**

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Click on Save & Back to save the intermediary details

**UPDATE INTERMEDIARY:**

This feature helps user to modify / update details of an already created intermediary.

**Intermediary Search**

Intermediary Code: B-45  
 Intermediary Type: [Dropdown]  
 First Name: Consists of [Dropdown]  
 Status: Active  
 Company Name: Consists of [Dropdown]  
 Intermediary Category: [Dropdown]  
 Last Name: Consists of [Dropdown]  
 Branch Code: [Text]

**Intermediary Details**

Code	Type	Category	Company/Name	Start Date	License Till	Status
B-45	BROKER	CB	UNITED HOLDINGS	22-04-2019	A	A

Callout 1: User can search an intermediary by giving any detail in the search field  
 Click on search to retrieve intermediary details based on the search criteria given

Callout 2: On Click of search button, data is displayed as shown.  
 User can click on edit button to modify / update the intermediary details

**LICENSE RENEWAL:**

User can renew an intermediary license.

**Intermediary Search**

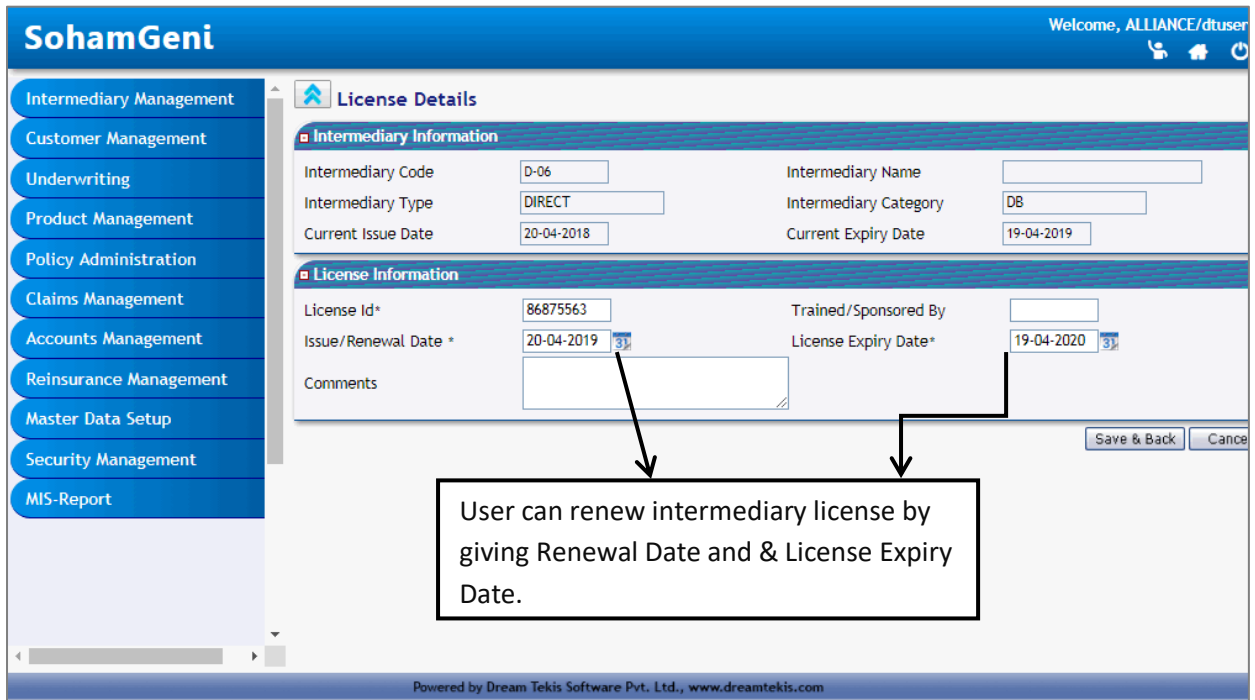
Intermediary Code: [Text]  
 Intermediary Type: [Dropdown]  
 Name: Consists of [Dropdown]  
 License Expiry Between: 01-04-2019 and 30-04-2019  
 Company Name: Consists of [Dropdown]  
 Intermediary Category: [Dropdown]  
 Status: [Dropdown]

**Intermediary Details**

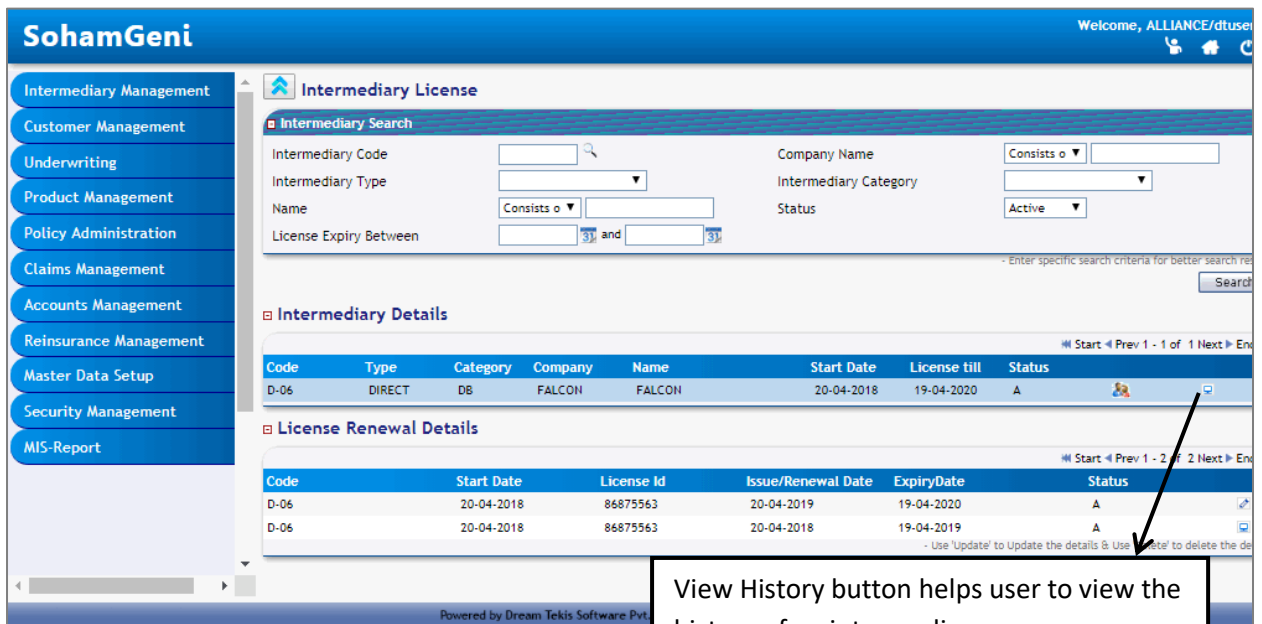
Code	Type	Category	Company	Name	Start Date	License till	Status
A-02	AGENT	COMA		CHRIS SAIBEGE	23-04-2018	22-04-2019	A
B-01	BROKER	CB		BAKER M HUNTER	23-07-2018	15-04-2019	A
B-43	BROKER	CB		KAREN MISHRA	29-03-2019	09-04-2019	A
D-01	DIRECT	DB	ABC	ABC	23-04-2018	22-04-2019	A
D-06	DIRECT	DB	FALCON	FALCON	20-04-2018	19-04-2019	A

Callout 1: User can search an intermediary by giving any detail in the search field  
 On click of search, respective intermediary details are displayed

Callout 2: On click of Renew License button, below page is displayed



To view the history of an intermediary



**TYPES & CATEGORIES:**

User can create the new intermediary categories under the respective intermediary types

Click on the Search button to get intermediaries, which are configured in the system

Click on the Create button to create new intermediary category.  
Below page is displayed

Type	Intermediary Category	Description	Status
AGENT	COMA	Commission Agents	A
BROKER	CB	Commission Broker	A
BROKER	RB	Reinsurance Broker	A
DIRECT	DB	Direct Business	A

Enter the intermediary category details and Click on Save& Back button to save the new intermediary category.

**CUSTOMER MANAGEMENT:**

**NEW CUSTOMER:**

With SohamGeni, managing customer data is much more than storing data. Every minute detail is captured – Personal Details, Address, Communication information, Bank details and National Id of the customer.

For every customer, a unique Customer ID is allocated automatically by the system. A customer with same first name, last name and National Id are identified as duplicated customer, for which the system triggers the user beforehand.

If Customer code is left blank, system automatically generates (auto-increments) a code based on the configured format.

In addition, user can manually enter a Customer code, which needs to be verified for uniqueness. Kindly click on verify after manually entering Customer code.

**SohamGeni**

Intermediary Management  
 Customer Management  
     → New Customer  
     → Update Customer  
 Underwriting  
 Product Management  
 Policy Administration  
 Claims Management  
 Accounts Management  
 Reinsurance Management  
 Master Data Setup  
 Security Management  
 MIS-Report

**New Customer**

**Customer Information**

Customer Code\*  [Verify](#)  
 Start Date  [31](#)      Status  [▼](#)  
 Customer Type  [▼](#)      Associated Branch  [Alliance Head Office](#)  
 Created On        Created By

**Customer Details**

**Individual Information**

Title  [▼](#)      Gender  [▼](#)  
 First Name\*       Middle Name   
 Last Name\*       Date of Birth  [31](#)  
 Occupation       National ID\*

**Address Information**

Address Line 1       Address Line 2   
 Country  [▼](#)      P.O.Box

**Communication Information**

Mobile1 \*       Mobile2   
 Email1       Email2

**Bank Details**

**Bank Information**

Account Type  [▼](#)      Account No   
 Payee Name       Bank Name  [▼](#)  
 Branch Address

**Comments**

**Comments**

- The maximum characters allowed here are 255

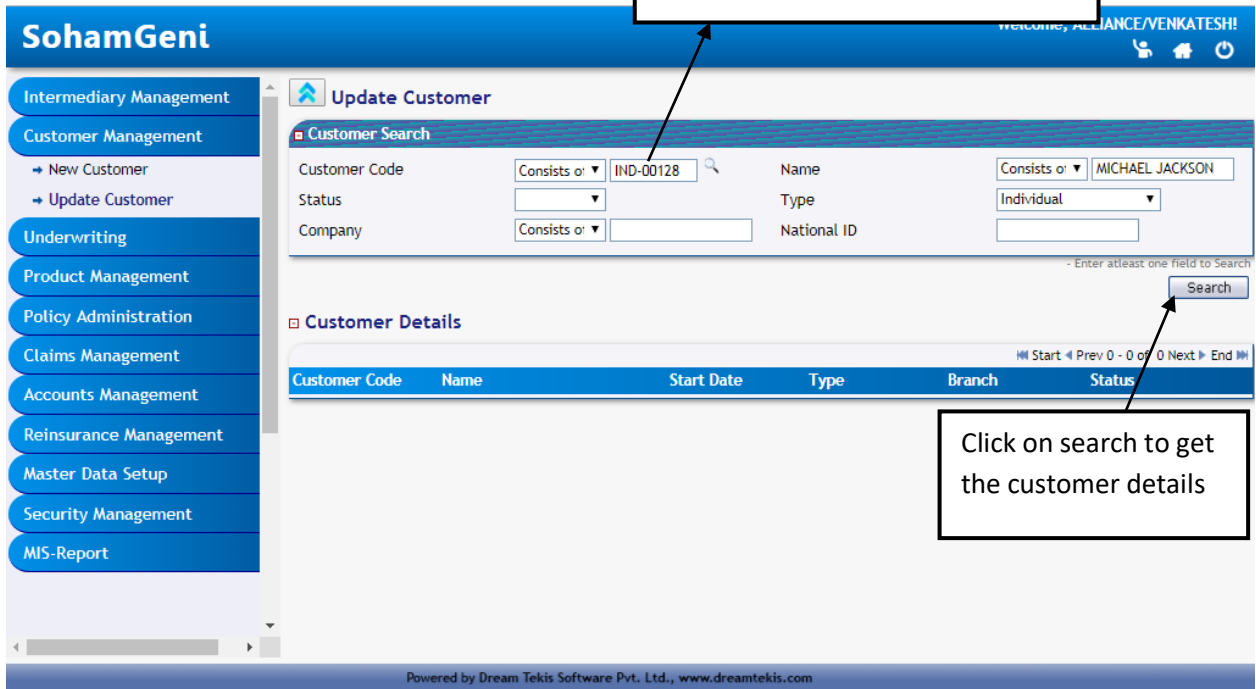
Powered by Dream Tekis Software Pvt. Ltd., www.dreamtekis.com

Click on Save & Back to save the customer details

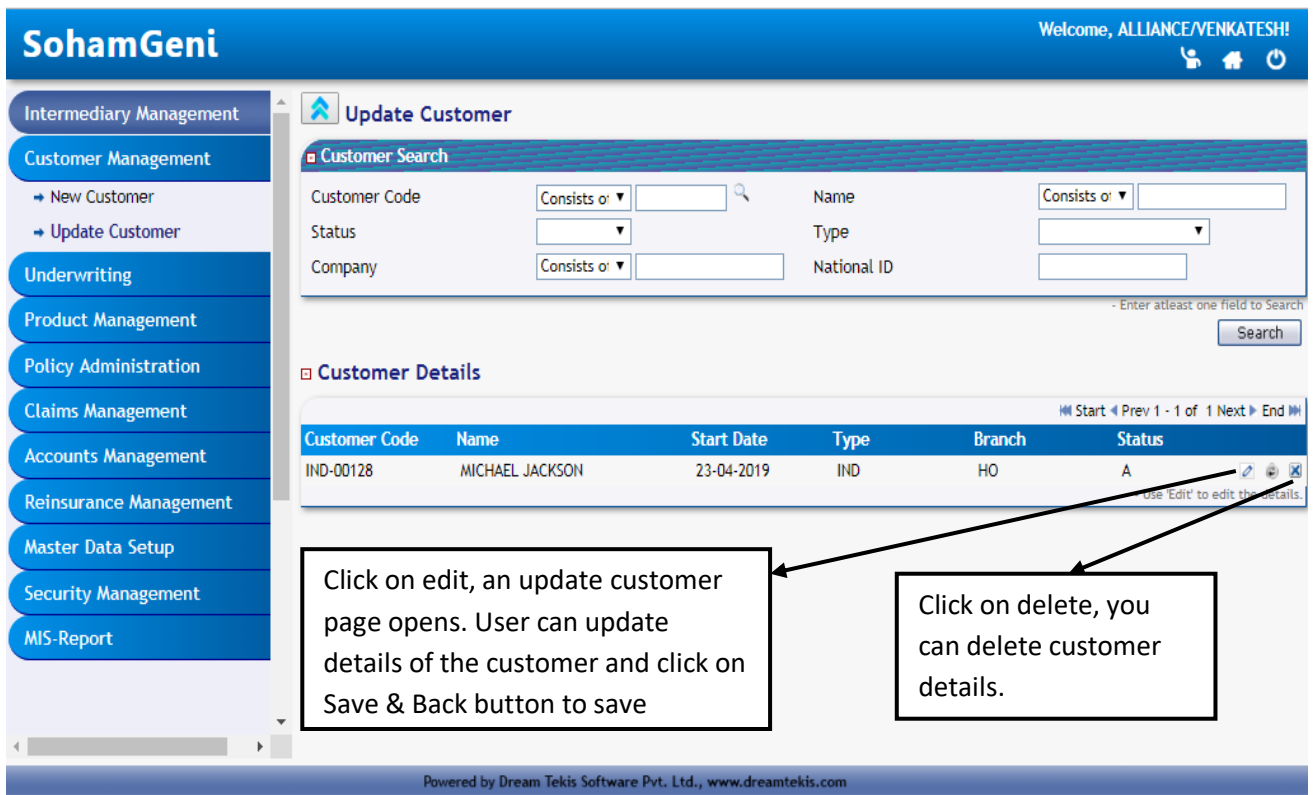
**UPDATE CUSTOMER:**

User can update the customer details.

User can search a customer by giving any detail in the search field



Click on search to get the customer details



Click on edit, an update customer page opens. User can update details of the customer and click on Save & Back button to save

Click on delete, you can delete customer details.

SohamGeni
Welcome, ALLIANCE/VENKATESH!

Intermediary Management

Customer Management

- New Customer
- Update Customer

Underwriting

Product Management

Policy Administration

Claims Management

Accounts Management

Reinsurance Management

Master Data Setup

Security Management

MIS-Report

Update Customer

Customer Information

Customer Code* <input type="text" value="IND-00128"/>	Name <input type="text" value="MICHAEL JACKSON"/>
Start Date <input type="text" value="23-04-2019"/>	Status <input type="text" value="Active"/>
Type <input type="text" value="Individual"/>	Associated Branch <input type="text" value="HO"/> <input type="text" value="Alliance Head Office"/>
Created On <input type="text" value="23-04-2019"/> <input type="text" value="12:06"/>	Created By <input type="text" value="VENKATESH"/>

Customer Details

Individual Information

Title <input type="text" value="Mr."/>	Gender <input type="text" value="Male"/>
First Name* <input type="text" value="MICHAEL"/>	Middle Name <input type="text"/>
Last Name* <input type="text" value="JACKSON"/>	Date of Birth <input type="text" value="01-01-1990"/>
Occupation <input type="text" value="BUSINESSMAN"/>	National ID* <input type="text" value="12345"/>

Address Information

Address Line 1 <input type="text" value="ADIDAS ABABA"/>	Address Line 2 <input type="text"/>
Country <input type="text" value="SEYCHELLES"/>	P.O.Box <input type="text"/>

Communication Information

Mobile1 * <input type="text" value="1234567"/>	Mobile2 <input type="text"/>	Email1 <input type="text" value="MICHAEL.JACK@GMAIL.COM"/>	Email2 <input type="text"/>
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Bank Details

Bank Information

Account Type <input type="text" value="Savings"/>	Account No <input type="text" value="8888888"/>
Payee Name <input type="text" value="MICHAEL JACKSON"/>	Bank Name <input type="text" value="Seychelles Commerci"/>
Branch Address <input type="text" value="ADIDAS ABABA"/>	

Comments

Comments

SYSAUDIT: Created by VENKATESH on 23-04-2019 12:06

- The maximum characters allowed here are 255

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Click on save & Back to update customer details.

**PRODUCT MANAGEMENT:****PRODUCT CONFIGURATION:**

User can create the new product after configuring Product class, Risks, Insurable Items, Load and Discounts, Rate Table, Commission Table.

Click on Search button to get the existing products, which are already configured

Click on Create button to create the new product.

Product Code	Product Name	Product Class	Sub Class	Category	Status
PL	Public Liability	PL	PL	PL	A

Click on Create button, below page is displayed,

**Product Information**

Product Code\*: MB | Product Name: Machinery Breakdown  
 Effective Date: 27-11-2018 | Valid Till: 14-11-2057  
 Product Class: Engineerin | Sub Class: Machinery  
 Category: Machinery Breakdown | Status: Active

**Terms and Conditions**

Min Sum Insured: 0.00 | Max Sum Insured: 9999999999.00  
 Min Policy Term: 1 days | Max Policy Term: 366 days  
 Premium Calculated On: Per Item | Proportional Treaty: TRTY-ENG-2018  
 Non Proportional Treaty: | Renew On:

**Insurable Items**

Item Type	Sub Type	Sub Type Category
MB	COLDSTORAGE	COLDSTORAGE
MB	FACTORIES	FACTORIES
MB	MANUFACTURINGPLANTS	MANUFACTURINGPLANTS
MB	OTHERS	OTHERS
MB	PUBLICUTILITIES	PUBLICUTILITIES

**Subject Matters**

Item Type	Sub Type	Sub Type Category	Subject Matter	Display Order
MB	SUBJMATTER	ADDRESSOFPLANT	<input checked="" type="checkbox"/>	3
MB	SUBJMATTER	ALLMACHINERYCOVERABLE	<input checked="" type="checkbox"/>	10
MB	SUBJMATTER	ANYMACHINERY	<input checked="" type="checkbox"/>	11
MB	SUBJMATTER	CHIEFENGINEERQUALIFICATIO	<input checked="" type="checkbox"/>	6
MB	SUBJMATTER	DESCRIPTIONOFINSURED	<input checked="" type="checkbox"/>	1

**Claim Event Details**

Item Type	Sub Type	Sub Type Category	Default Display	Display Order
CLAIMSM	CLAIMEXPENSES	COSTOFREPAIRS	<input type="checkbox"/>	19
CLAIMSM	CLAIMEXPENSES	DEBRISREMOVAL	<input type="checkbox"/>	20
CLAIMSM	CLAIMEXPENSES	FIREREPORT	<input checked="" type="checkbox"/>	21
CLAIMSM	CLAIMEXPENSES	LABOURCHARGES	<input type="checkbox"/>	22
CLAIMSM	CLAIMEXPENSES	POLICEREPORT	<input checked="" type="checkbox"/>	23

**Covered Risks**

OrderRisk Type	Risk	Sub Risk	Min SI	Max SI	Rate Table	Prop Risk	Claim Risk	Excs %	Min Excs
1000	Covered R	MB_COVER	0.00	999999999.00	MB_RATE	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

**Load & Discounts**

Order	Load/Discount Code	Description	Applied On	Amount
2000	Discount	SPECIAL_MB_DISC	Special Discount MB	0.0000 PECT
2050	Discount	NEVV_BUSINESS_MB_DISC_10	New Business Discount of 10P	10.0000 PECT
2050	Discount	NEVV_BUSINESS_MB_DISC_15	New Business Discount of 15 P	15.0000 PECT
2050	Discount	NEVV_BUSINESS_MB_DISC_20	New Business Discount of 20 P	20.0000 PECT
2050	Discount	NEVV_BUSINESS_MB_DISC_5	New Business Discount of 5 P	5.0000 PECT
9050	Load	TAXPAID	Tax Amount to be paid	16.0000 PECT

**Commissions**

Type	Category	Commission ID	Name
Agents	Commission Agents	MB_COMM	Commission for MB Products
Broker	Commission Broker	MB_COMM	Commission for MB Products
Broker	Reinsurance Broker	MB_COMM	Commission for MB Products

Enter the basic details of the Product, which you wanted to configure.

Enter the insurable item from the look up's, which are configured in Insurable Item Feature for the selected product.

Enter the subject matter for the selected product by selecting from look up's.

Enter the claim event details & the covered risks for the selected product from the look up's

Enter the Loads & Discounts details of the selected product, which are configured in Loads & Discounts Feature

Enter the Commission details of selected product, which are configured in Commission Table Feature

Click on Save & Back button to create the new product.

**PRODUCT CLASSES:**

User can create product sub classes under the existing product class.

The screenshot shows the 'Product Classes' section of the SohamGeni application. It includes a search bar, a table of existing sub classes, and a 'Sub Class Categories' section. Callouts provide instructions for various actions:

- Search:** Click on Search button to get the existing product sub class.
- Edit/Delete:** Click on Edit button to modify, Delete button to delete the sub class for the existing product class.
- View:** Click on View button to view the Sub Class Category block.
- Create:** Click on Create button to create the new sub class for the existing product class.

Product Class	Sub Class ID	Sub Class Desc	Comments
ENG	CAR	Contractor's All Risks	
ENG	DOS	Deterioration of Stock	
ENG	MB		

Product Class	Sub Class ID	Category ID	Category Desc	Comments
ENG	CAR			

On click on Create, below page is displayed.

The screenshot shows the 'Product Sub Classes' form in the SohamGeni application. It contains input fields for Product Class, Sub Class ID, Sub Class Desc, and Comments. Below the form is a 'Sub Class Categories' table and an 'Add' button. Callouts provide instructions for these elements:

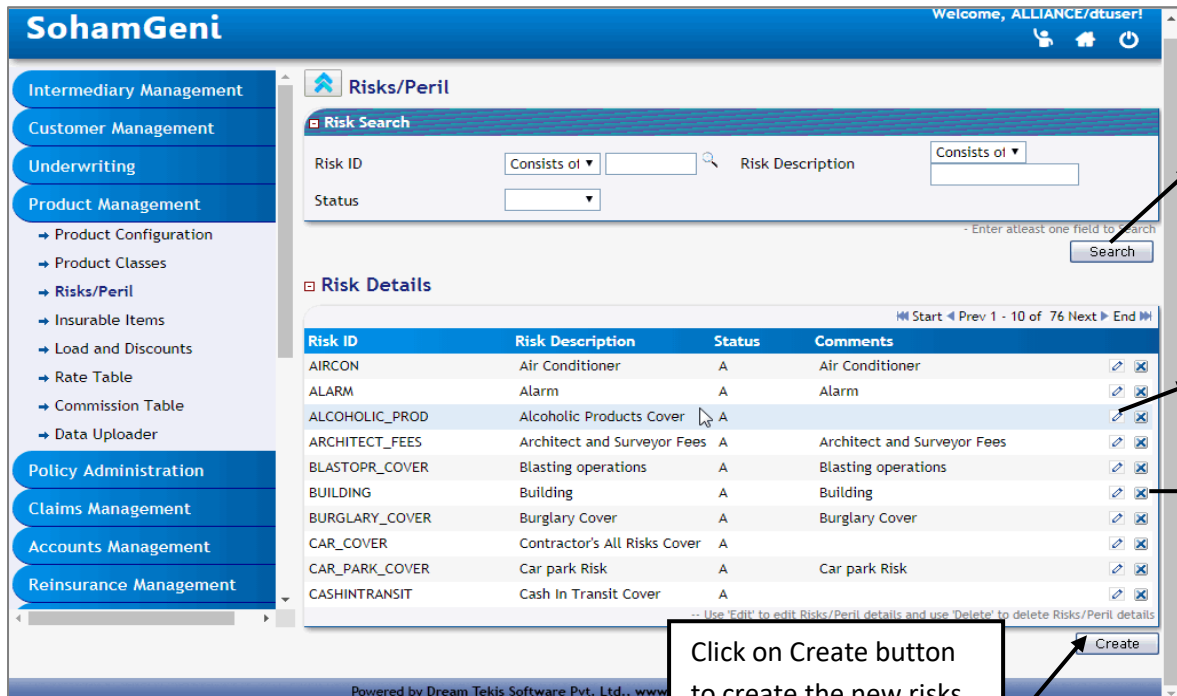
- Add:** Click on Add button to create the new sub class categories for the existing sub product class.
- Delete:** Click on Delete button to delete.
- Save & Back:** Click on Save & Back button to create the new product sub class.

Product Class\*: Engineerin  
 Sub Class ID\*: CAR  
 Sub Class Desc: Contractor's All Risks  
 Comments:

Category ID	Category Desc	Comments
CAR	Contractor's All Risks	

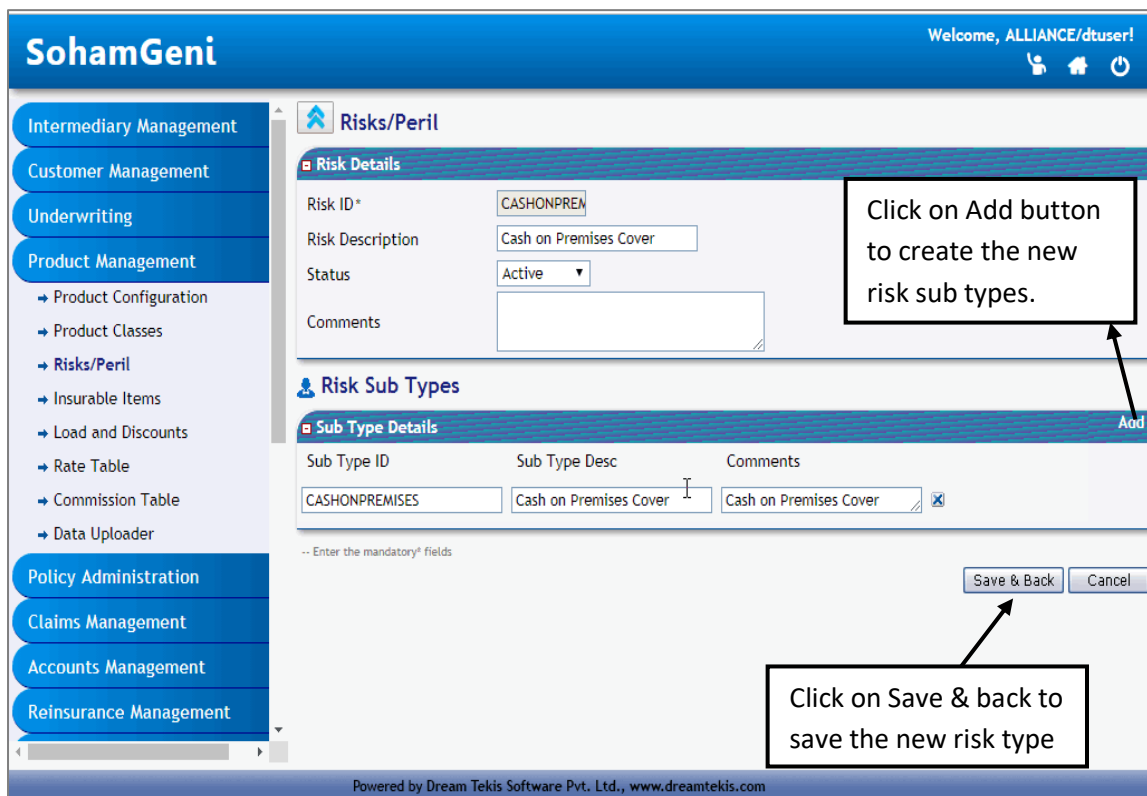
**RISKS/PERIL:**

User can create the new risks, sub risks for any products.



Click on Create button to create the new risks  
Below page is displayed

On click on Create, below page is displayed.

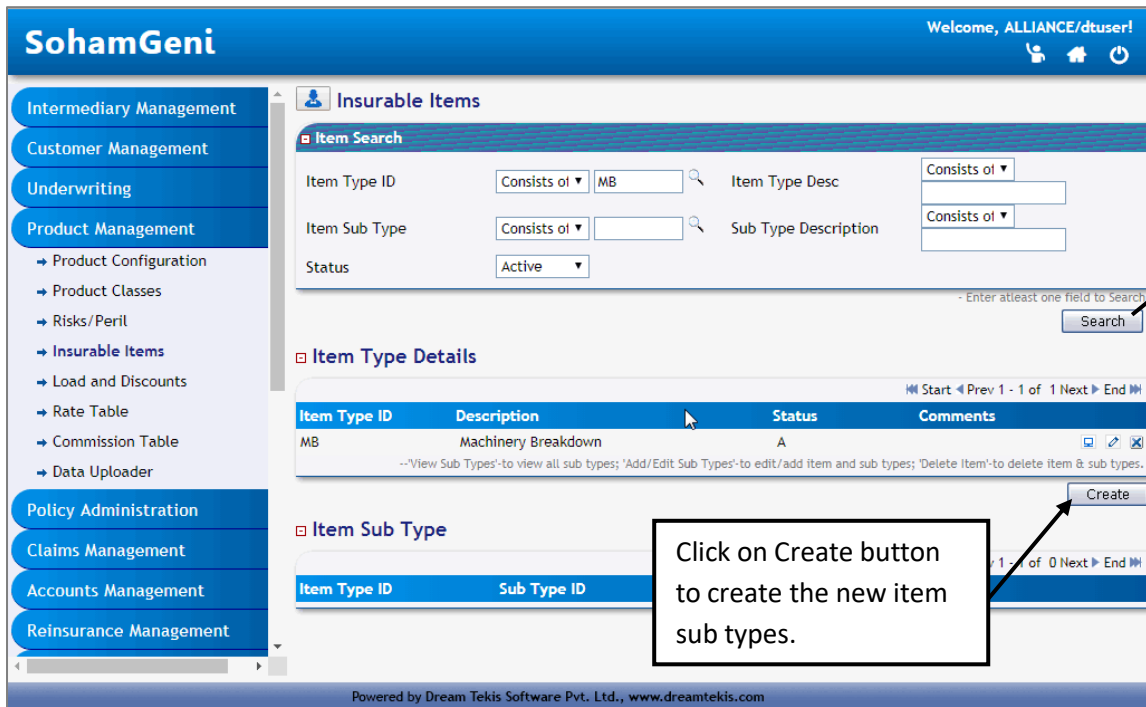


Click on Add button to create the new risk sub types.

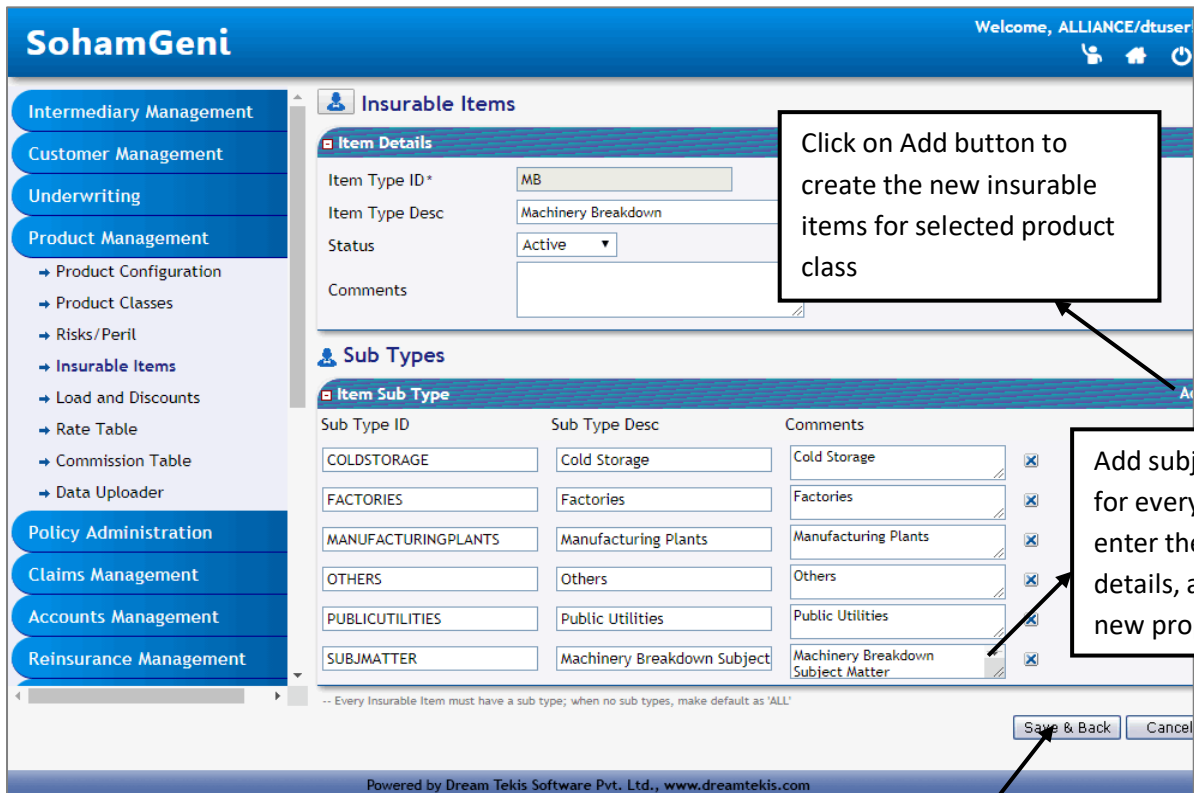
Click on Save & back to save the new risk type

**INSURABLE ITEMS:**

User can create the insurable items types, for the existing product class.



On click on Create, below page is displayed.



Configuring Subject Matter:

**Item Search**

Item Type ID: Consists of [ ] Item Type Desc: Consists of [ ]  
 Item Sub Type: Consists of [ ] Sub Type Description: Consists of [ ]  
 Status: Active [v]

**Item Type Details**

Item Type ID	Description	Status	Comments
MB	Machinery Breakdown	A	

**Item Sub Type**

Item Type ID	Sub Type ID	Sub Type Desc	Comments
MB	COLDSTORAGE	Cold Storage	Cold Storage
MB	FACTORIES	Factories	Factories
MB	MANUFACTURINGPLANTS	Manufacturing Plants	Manufacturing Plants
MB	OTHERS	Others	Others
MB	PUBLICUTILITIES	Public Utilities	Public Utilities
MB	SUBJMATTER	Machinery Breakdown Subject Matter	Machinery Breakdown Subject Matter

- Click on Search button to get existing details
- Click on View button to get existing item sub type details
- Click on Edit button to get the add the subject matter

Configuring Claim Subject Matter:

**Item Search**

Item Type ID: Consists of [ ] Item Type Desc: Consists of [ ]  
 Item Sub Type: Consists of [ ] Sub Type Description: Consists of [ ]  
 Status: Active [v]

**Item Type Details**

Item Type ID	Description	Status	Comments
CLAIMSM	Claim Subject Matter	A	

**Item Sub Type**

Item Type ID	Sub Type ID	Sub Type Desc	Comments
CLAIMSM	CLAIMEXPENSES	Claim Expenses	Claim Expenses
CLAIMSM	GENERAL	General	General

- Step1: Click on Create button to create the Claim subject matter in Item Type Details.
- Step2: Click on Edit button to add the item sub types
- Step3: Click on Edit button to add the sub type category details in the Item Sub Type block.

**LOADS & DISCOUNTS:**

User can create the Loads & Discounts.

The screenshot shows the 'Loads & Discounts' section of the SohamGeni application. It includes a search bar with fields for Type, Description, Load/Discount Code, and Status. Below the search bar is a table with columns: Type, Code, Description, Status, Amount, and Applied On. The table lists several existing load types such as 'Business Use Load of 10 Pct', 'Construction Type Load High Risk', and 'Extra Load'. A 'Create' button is located at the bottom right of the table.

Click on Search button to get the existing loads & discounts, which are already configured.

Click on Edit button to modify, Delete button to delete the existing loads & discounts.

Click on Create button to create the new loads & discounts.

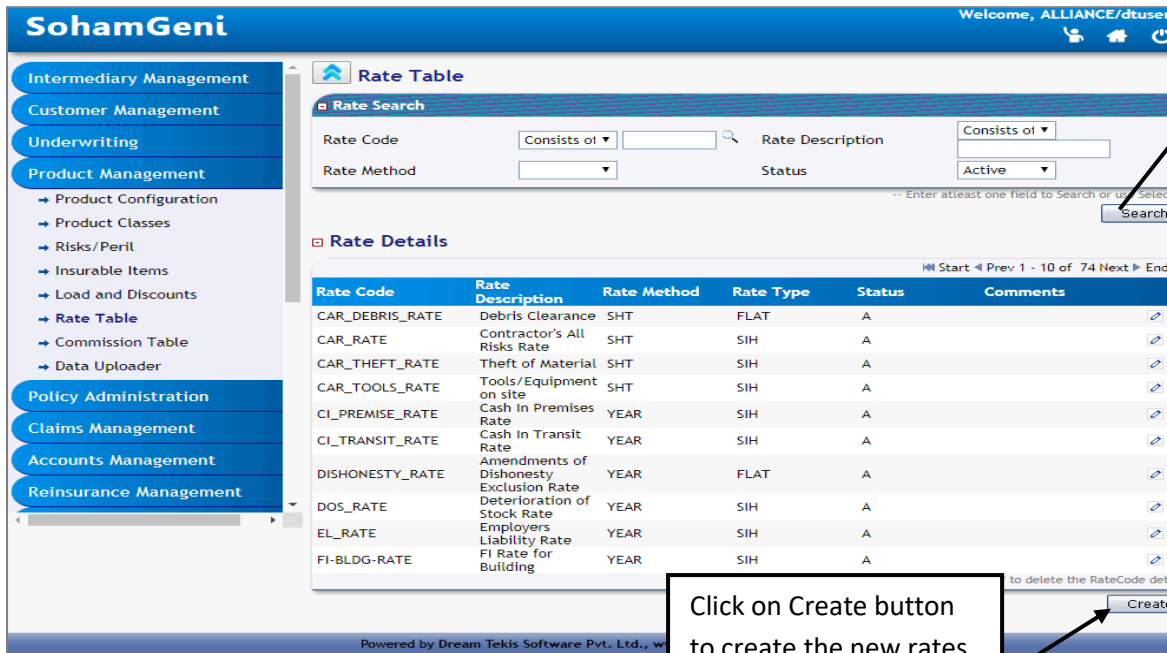
On click on Create, below page is displayed.

The screenshot shows the 'Loads & Discounts Details' form. It contains the following fields: Type (Load), Load/Discount Code (TENANTS\_BUILDING\_L), Amount (20.0000), Group Name (Home), Status (Active), Description (Tenants Load on Build), and Applied On (Basic Premium). There is a 'Comments' text area and a 'Mandatory Fields' note. At the bottom right, there are 'Save & Back' and 'Cancel' buttons.

Click on Save & back to save the new risk type

**RATE TABLE:**

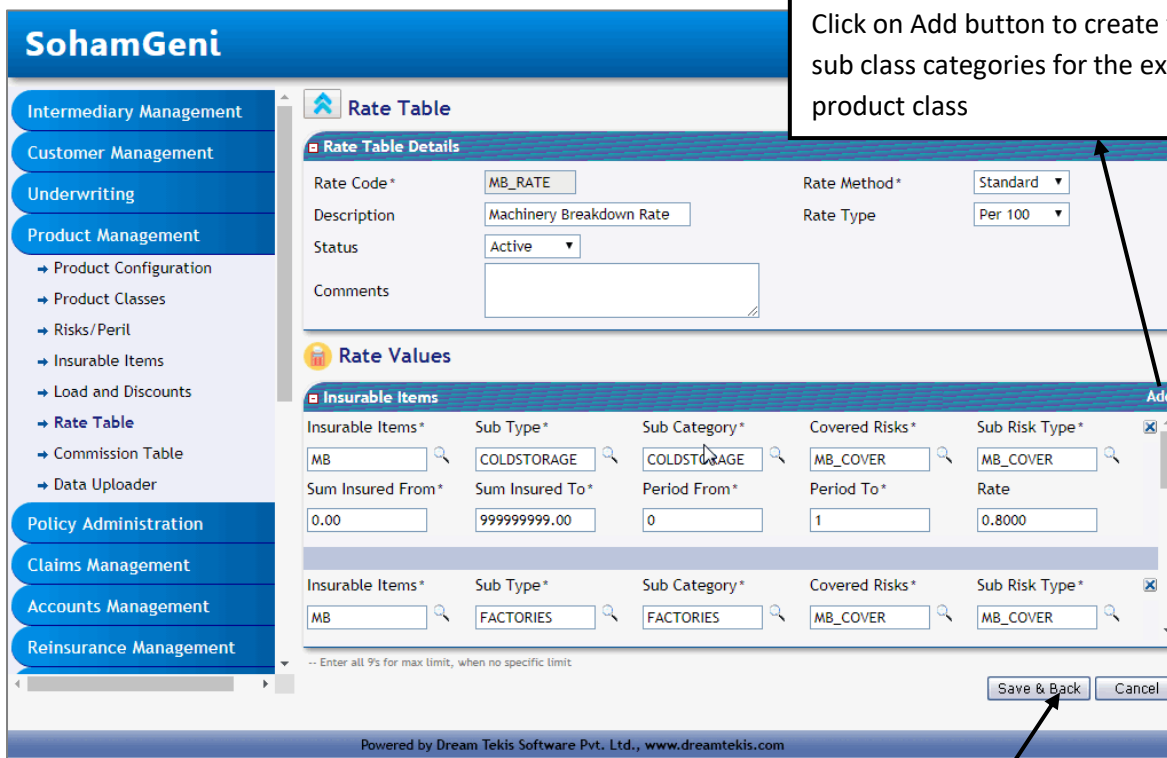
User can configure the rates for the insurable items basing on the risks/perils.



Click on Search button to get the existing rates which are already configured in the system.

Click on Create button to create the new rates  
 Below page is displayed

On click on Create, below page is displayed.

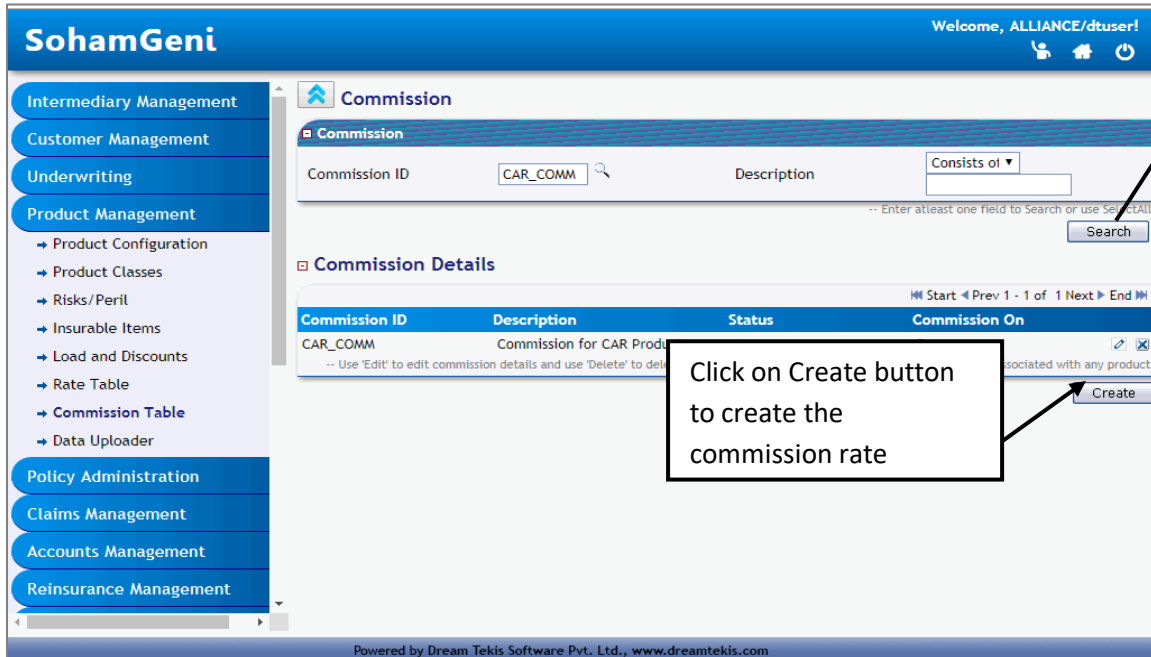


Click on Add button to create the new sub class categories for the existing sub product class

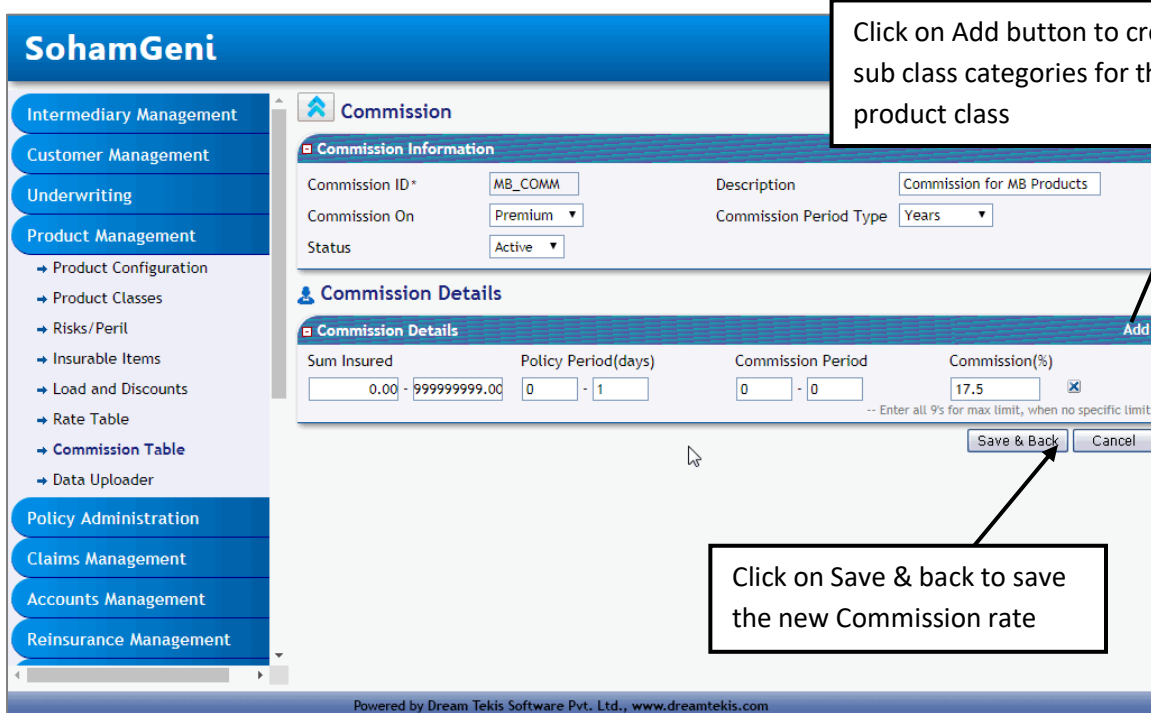
Click on Save & back to save the rate for covered risk.

**COMMISSION TABLE:**

User can configure the commission rates for each & every product.



On click on Create, below page is displayed.



**UNDERWRITING:**

**NEW PROPOSAL:**

**Case no 1:** For a Standard vehicle Type

Helps user to create a proposal for customers for any product across all lines of business

**Proposal Form**

**Proposal Details**

Proposal Id\* [BLANK FOR AUTO-INCREM]  
 Submitted Date [23-04-2019]  
 Customer Code\* [IND-00026]  
 Joint Insured Code [ ]  
 Branch Code\* [HO]  
 Intermediary Code\* [A-20]  
 Start Date/Status [04-10-2017 / A]  
 Proposal Status [Submitter]  
 Entry Date [23-04-2019]  
 Customer Name [DON BOSCO]  
 Joint Insured Name [ ]  
 Branch Name [Alliance Head Office]  
 Name [SAVY]  
 License Expiry Date [03-10-2019]

**Policy Details**

Product Code\* [MC-CO]  
 Policy Type [Standard]  
 Proposed From Date\* [23-04-2019]  
 Capital Sum Insured [2,500,000.00]  
 Standard/Fleet [Standard]  
 Proposed Pay Mode [Single]  
 Product Name [Motor Commercial Comprehensive]  
 To Date\* [23-04-2020] 367 days  
 Currency/Exchange Rate [Seychelle] 1.0  
 Interested Party [ ]

**Insurable Items**

Registration No	Insurable Items	Sub Items	Sub Item Category
S12345612	COMMERCIAL	CARHIRE	4401-9999CC

**Proposed Subject Matter**

Item	Details
Registration No	S12345612
Type of Vehicle	COMMERCIAL
Make	MARUTHI
Model	SWIFT
Chassis No	1234567891234567

**Covered Risks**

Covered Risks	Sub Risks	Quantity	Sum Insured
CO_COVER	CO_COVER	1	2,500,000.00
WS_COVER	WS_COVER	1	5,000.00
LOU_COVER	LOU_COVER	1	5,000.00
PA_COVER	PA_COVER	1	200,000.00

**Driver Information**

Insured: [ ]  
 Named Drivers:

NIN*	Driver Name*	Date of Birth	Gender	Occupation	Licence Class	Licence Date	Expiry Date
S123456	DON BOSCO	[ ]	Male	[ ]	[ ]	[ ]	[ ]

**Risk Level** Tax

Load/Discount	Code	Description
Discount	SPL_DISC	Special Discount

**Reinsurance Information**

Reinsurance Treaty is not configured for this product.

**Additional Details**

General Comments Previous Claims Additional Information

Buttons: Save & Next, Save & Back, Cancel

Enter the details of customer, intermediary, joint insured by searching value on the look up's

Select the Product Code, policy type, pay mode from the Policy Details block.

Select Regd. No., Insurable items from the look up's.

Enter all the subject matter of the insurable item

Enter the SI for the risks, which need to be covered & all these risks are configured in Product Management

Enter the driver information & select the Load/Discount, which need to be added.

Click on Save & Next to Save and continue to Premium Details Page.  
 Click on Save & Back to Save the Proposal

On Click of Save & Next, following Premium Details are displayed

**SohamGeni** Welcome, ALLIANCE/dtuse

**New Proposal → Premium Details**

**Proposal Details**

Proposal Id	MC-CO-00365	Proposal Status	Submitted
Submitted Date	23-04-2019	Entry Date	23-04-2019
Customer Code	IND-00026	Customer Name	DON BOSCO
Joint Insured Code		Joint Insured Name	
Intermediary Code	A-20	Intermediary Name	SAVY
Product Code	MC-CO	Branch Code	HO
Proposed From Date	23-04-2019	To Date	23-04-2020
Capital Sum Insured	2500000.00	Currency	SCR
Premium Calculated On	ITEM		

**Insurable Items**

Item Id	Insurable Items	Sub Items	Sub Item Category
512345612	COMMERCIAL	CARHIRE	4401-9999CC

**Premium Info**

**Premium Information**

Risk Cover	Quantity	Sum Insured	Rate	Amount
Comprehensive Cover-Comprehensive Cover	1.0	2500000.00	4419.0000	259644.00
Wind Screen-Wind Screen	1.0	5000.00	10.0000	500.00
Loss of Use-Loss of Use Cover	1.0	5000.00	10.0000	500.00
Personal Accident-Personal Accident	1.0	200000.00	300.0000	300.00

**Loads & Discounts**

**Loads & Discounts**

Load/Discount	Load/Disc Amount	Amount
Special Discount	25.0000	64911.00
Tax Amount to be paid	16.0000	31365.00

**Total Premium**

Basic Premium	196033.00
POPF+VAT	31365.00
<b>Total Premium</b>	<b>227398.00</b>

Buttons: Save & Next, Calculate, Cancel

Enter the rates of the discounts/loads, Risk covers and click on the Calculate button, if want to recalculate the Premium

On Click on Save & Next to continue to the Issue Policy Page

On click of Save & Next from Premium Details page, following Issue Policy page appears where user can Issue Policy for the respective proposal.

Alternatively, there is an Issue Policy feature in Underwriting Module where user can Issue the policy after it has been verified by Underwriter.

**ISSUE POLICY: -**


Click on Issue Policy to issue the policy

New Policy id & Debit Note is created.

New Policy id & Debit Note is created based on the configuration.

**DEBIT NOTE: -**

Debit Note is automatically created after issuing the policy.



**ALLIANCE**  
insurance

**Alliance Insurance**  
 P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles  
 Email: info@allianceinsurance.sc Phone: +248 4225858  
 Website: www.allianceinsurance.sc

**DEBIT NOTE**

Debit To : IND-00026	Date : 23-04-2019
Insured Name : DON BOSCO	Debit Note No : DN-MC-00665
Address :	
Policy Type : Motor Commercial Comprehensive	
Policy No. : MC-CO-19-00087	
Period From : 23-04-2019 16:07 To : 23-04-2020 16:07	
Intermediary : A-20 / SAVY	
Payment Details : S12345612	
Total Premium : SCR 196,033.00	
POPF : SCR 1,960.31	
VAT : SCR 29,404.69	
Total Debit Amount : SCR 227,398.00	
Amount in words : Two Hundred Twenty Seven Thousand Three Hundred Ninety Eight Seychelles Rupees and Zero Cents only	

For and on behalf of Alliance Insurance

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Authorised Signature

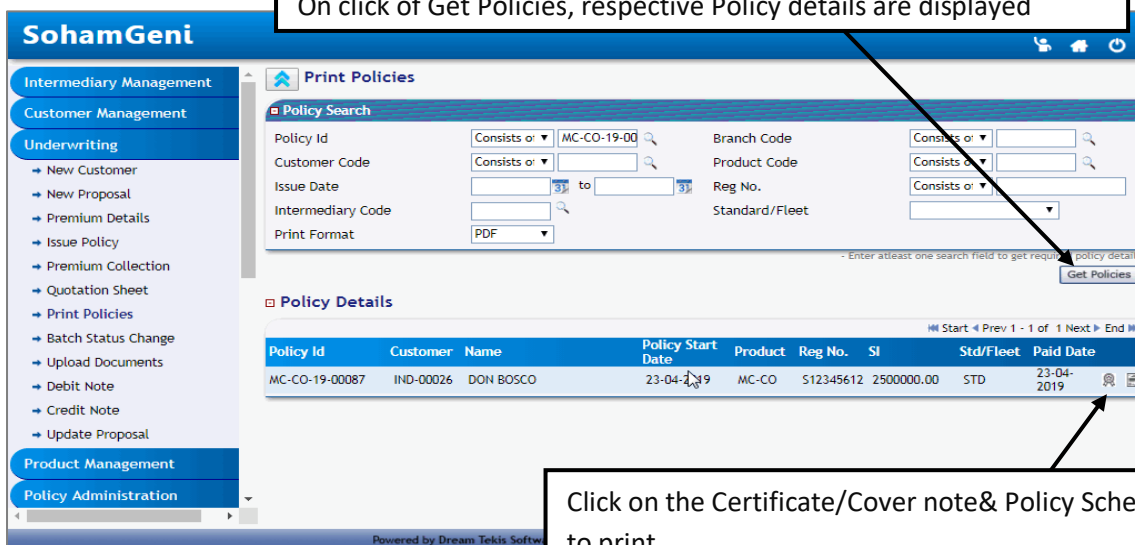
Generated by : dtuser  
Originally Created by : dtuser

Generated on : Thu, 25 Apr 2019 12:09:05 PM  
Created on : Tue, 23 Apr 2019 00:00:00 AM

**PRINT POLICIES: -**

User can print the Policy Schedule, Policy Certificate.

User can search on policy by giving any detail in the search field  
On click of Get Policies, respective Policy details are displayed




Click on the Certificate/Cover note & Policy Schedule to print  
Certificate is printed only after payment is done for receipt

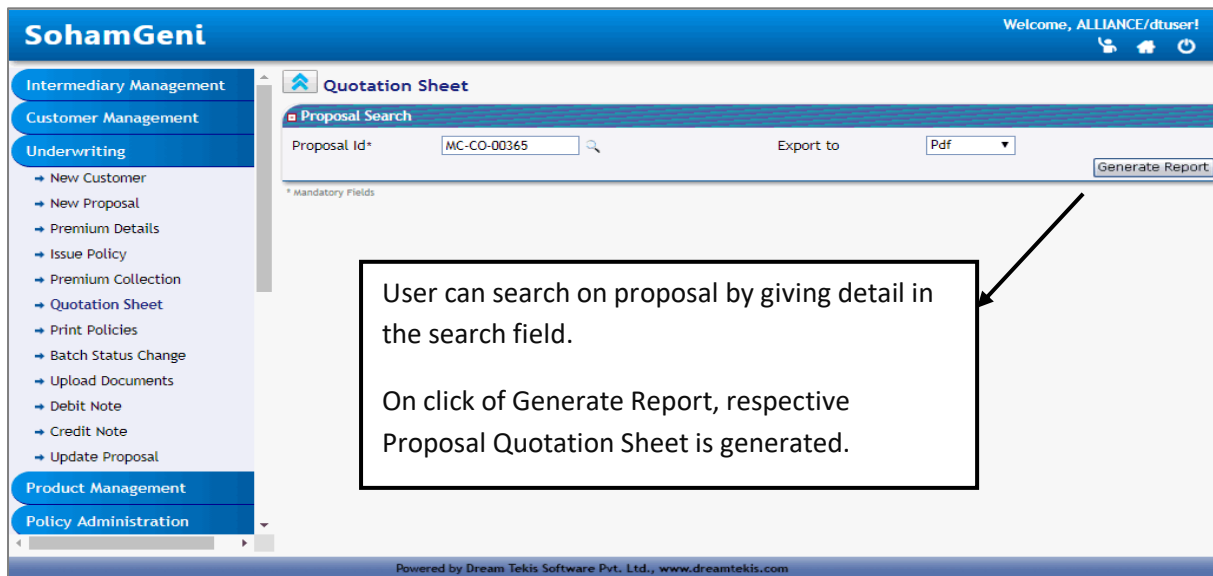
## Certificate:




## Policy Schedule:

	<b>Alliance Insurance</b> P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles Email: info@allianceinsurance.sc Phone: +248 4225858 Website: www.allianceinsurance.sc																			
	<b>THE SCHEDULE</b> <b>Motor Commercial Comprehensive</b>																			
	Policy No. : <b>MC-CO-19-00087</b> Insured Name : <b>DON BOSCO</b> Intermediary : <b>A-20 / SAVY</b> Address : Period of Insurance From : <b>23-04-2019 16:07</b> To : <b>23-04-2020 16:07</b>	Issued Date : <b>23-04-2019</b>																		
	DESCRIPTION OF COVER																			
<table border="1"> <thead> <tr> <th>Type of Vehicle</th> <th>Reg No.</th> <th>Make</th> <th>Model</th> <th>Chassis No.</th> <th>Engine No.</th> <th>Mfg. Year</th> <th>CC</th> <th>SI</th> </tr> </thead> <tbody> <tr> <td>COMMERCIAL</td> <td>S1234561</td> <td>MARUTHI</td> <td>SWIFT</td> <td>1234567891234567</td> <td></td> <td></td> <td></td> <td>2,500,000</td> </tr> </tbody> </table>	Type of Vehicle	Reg No.	Make	Model	Chassis No.	Engine No.	Mfg. Year	CC	SI	COMMERCIAL	S1234561	MARUTHI	SWIFT	1234567891234567				2,500,000	ADDITIONAL COVERS	
Type of Vehicle	Reg No.	Make	Model	Chassis No.	Engine No.	Mfg. Year	CC	SI												
COMMERCIAL	S1234561	MARUTHI	SWIFT	1234567891234567				2,500,000												
<table border="1"> <thead> <tr> <th>Loss of Use</th> <th>PA</th> <th>Windscreen</th> </tr> </thead> <tbody> <tr> <td>SI SCR 5,000</td> <td>SI SCR 200,000</td> <td>SI SCR 5,000</td> </tr> </tbody> </table>	Loss of Use	PA	Windscreen	SI SCR 5,000	SI SCR 200,000	SI SCR 5,000	PREMIUM DETAILS													
Loss of Use	PA	Windscreen																		
SI SCR 5,000	SI SCR 200,000	SI SCR 5,000																		
<table border="1"> <tbody> <tr> <td>Total Premium</td> <td>SCR 196,033.00</td> </tr> <tr> <td>POPF</td> <td>SCR 1,960.31</td> </tr> <tr> <td>VAT</td> <td>SCR 29,404.69</td> </tr> <tr> <td>Final Premium</td> <td><b>SCR 227,398.00</b></td> </tr> </tbody> </table>	Total Premium	SCR 196,033.00	POPF	SCR 1,960.31	VAT	SCR 29,404.69	Final Premium	<b>SCR 227,398.00</b>												
Total Premium	SCR 196,033.00																			
POPF	SCR 1,960.31																			
VAT	SCR 29,404.69																			
Final Premium	<b>SCR 227,398.00</b>																			
Interested Party : Excess : Refer Policy Wordings Authorised Driver : <b>INSURED AND A.A.L.D</b>	For and on behalf of Alliance Insurance  _____ Authorised Signature																			
Date & Time : Apr 23, 2019 4:42:42 PM Issued By : dtuser																				
THIS SCHEDULE IS ISSUED IN ACCORDANCE WITH AND SUBJECT TO THE TERMS AND CONDITIONS OF THE STANDARD COMMERCIAL MOTOR POLICY OF THE COMPANY.																				
Page 1 of 1																				

**QUOTATION SHEET:**

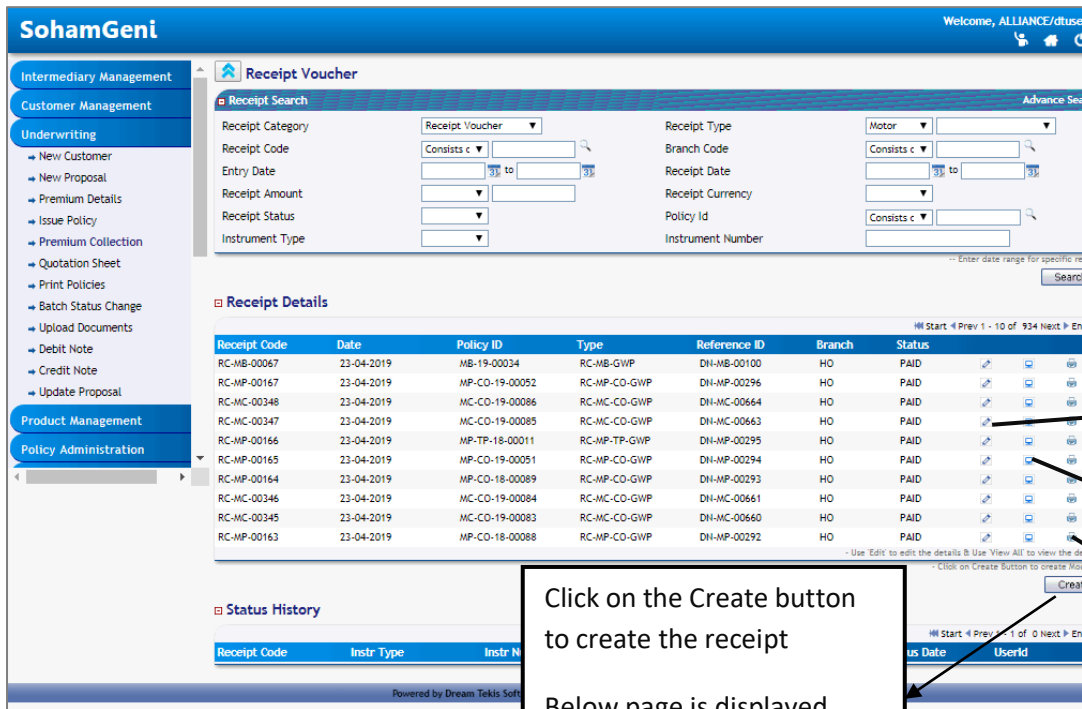


Quotation sheet is printed

		<b>Alliance Insurance</b> P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles Email: info@allianceinsurance.sc Phone: +248 4225858 Website: www.allianceinsurance.sc	
<b>Quotation Sheet - Motor Commercial Comprehensive</b>			
Customer Code : IND-00026 Customer Name : DON BOSCO Address :		Proposal ID : MC-CO-00365 Proposal Date : 23-04-2019 Capital Sum Insured : SCR 2,500,000 Intermediary Name : SAVY Intermediary Code : A-20	
<b>Subject Matter Proposed</b>			
S.No	Subject Matter	Description	
1	Registration No	S12345612	
2	Type of Vehicle	COMMERCIAL	
3	Make	MARUTHI	
4	Model	SWIFT	
5	Chassis No	1234567891234567	
<b>Covered Risks</b>			
S.No	Risk Covered	Quantity	Sum Insured
1	Comprehensive Cover-Comprehensive Cover	1.0	SCR 2,500,000
2	Loss of Use-Loss of Use Cover	1.0	SCR 5,000
3	Personal Accident-Personal Accident	1.0	SCR 200,000
4	Wind Screen-Wind Screen	1.0	SCR 5,000
Additional Information :			
<b>Premium Details</b>			
Total Premium		SCR 196,033.00	
POPF		SCR 1,960.31	
VAT		SCR 29,404.69	
Final Premium		<b>SCR 227,398.00</b>	
This quotation is valid for 15 days from Date of Issue. There is no cover until premium has been agreed and paid.			
		For and on behalf of Alliance Insurance For and on behalf of Alliance Insurance	
Generated by : dtuser Generated on : Apr 23, 2019 5:13:39 PM		_____ Authorised Signature	
Page 1 of 1			

**PREMIUM COLLECTION:**

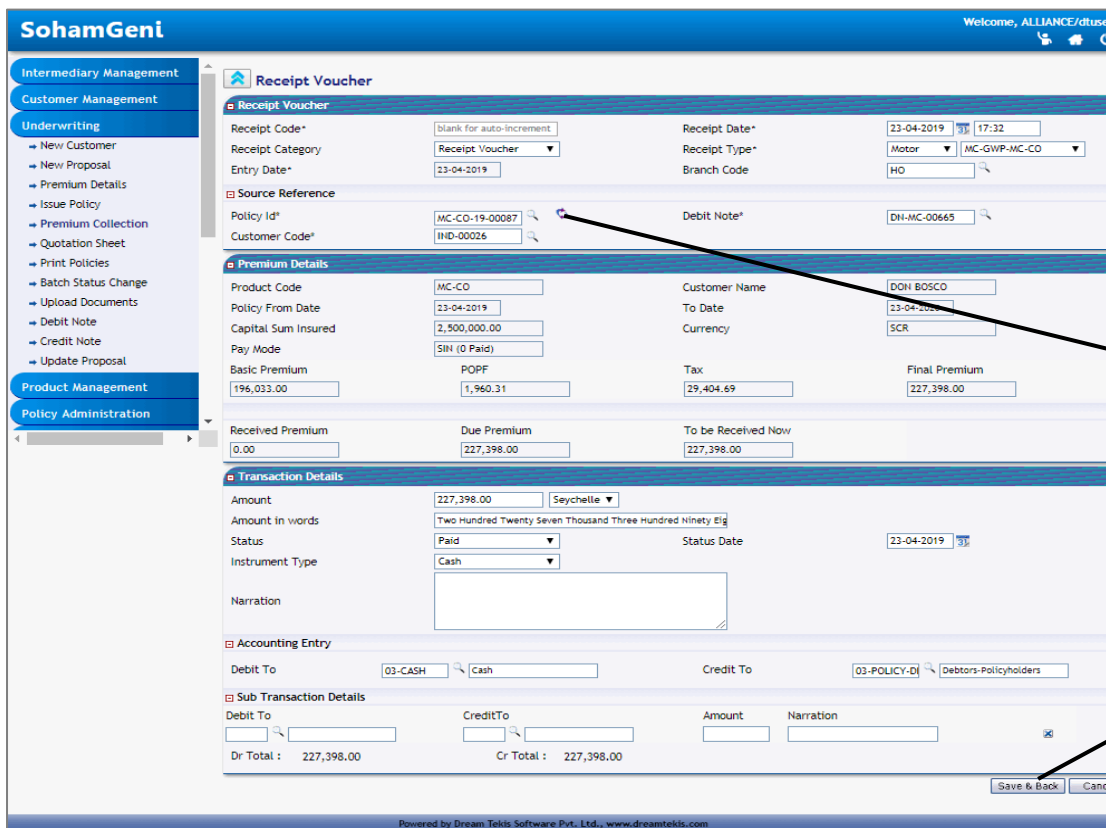
User can generate the receipt for the respective policies.



Click on the Search button to get existing details of receipts

Click on the Edit button to edit the Receipt details, View button to view, Print button to print the Existed


Click on the Create button to create the receipt  
Below page is displayed



Select the receipt type & policy id, debit note, customer code from look up's  
Click on the Refresh button to get premium, transaction details

Click on the Save & Back to save the receipt

On click of Save & Back, receipt no is generated and the respective receipt can be printed.



**Alliance Insurance**  
P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles  
Email: info@allianceinsurance.sc Phone: +248 4225858  
Website: www.allianceinsurance.sc

**RECEIPT**

Received From : IND-00026	Date: 23-04-2019
Insured Name : DON BOSCO	
Receipt No : RC-MC-00349	
Address :	
Policy Id : MC-CO-19-00087	
Intermediary : A-20 / SAVVY	
Payment Mode : Single	
Instrument Details : Cash	
Payment Details :	
Amount : SCR 227,398.00	
Amount in words : Two Hundred Twenty Seven Thousand Three Hundred Ninety Eight Seychelles Rupees and Zero	

For and on behalf of Alliance Insurance

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Authorized Signature

Generated by : dtuser  
Originally Created by : dtuser

Generated on : Tue, 23 Apr 2019 17:54:35  
Created on : Tue, 23 Apr 2019 17:54:25

**UPLOAD DOCUMENTS:**

User can upload the documents for the respective proposals.

Click on the Search button to search for the existing proposals

**SohamGeni**

- Intermediary Management
- Customer Management
- Underwriting
- New Customer
- New Proposal
- Premium Details
- Issue Policy
- Premium Collection
- Quotation Sheet
- Print Policies
- Batch Status Change
- Upload Documents
- Debit Note
- Credit Note
- Update Proposal
- Product Management
- Policy Administration

**Upload Documents**

**Document Search**

Document Category:  Proposal Id:

Customer Code:  User Id:

Uploaded Between:  to

-- Enter specific search criteria for better search res.

**Document Details**

Category	Customer Code	Proposal Id	User	Uploaded on	
PROPOSAL	IND-00011	MP-CO-00010	Venkat	20-09-2018	<input type="button" value="Edit"/>
PROPOSAL	IND-00082	MC-CO-00152	dtuser4	23-10-2018	<input type="button" value="Edit"/>
PROPOSAL	IND-00008	KAT	snigdha	30-01-2019	<input type="button" value="Edit"/>
PROPOSAL	IND-00010	MC-CO-M0036-F01	Venkat	03-10-2018	<input type="button" value="Edit"/>
PROPOSAL	IND-00013	FSP-M0044-F01	Venkat	12-12-2018	<input type="button" value="Edit"/>
PROPOSAL	IND-00024	MC-CO-M0035-F01	Venkat	03-10-2018	<input type="button" value="Edit"/>
PROPOSAL	IND-00034	MC-CO-65322	dtuser1	03-01-2019	<input type="button" value="Edit"/>
PROPOSAL	IND-00098	MP-TP-00014	dtuser1	17-01-2019	<input type="button" value="Edit"/>
PROPOSAL	IND-00003	MC-CO-00187	Venkat	29-11-2018	<input type="button" value="Edit"/>
PROPOSAL	IND-00010	MC-CO-M0036	Venkat	03-10-2018	<input type="button" value="Edit"/>

Click on the Edit to modify the existed uploaded proposal.

Click on the Upload proposal to add documents .

Dream Tekis Software Pvt Ltd

Page 26

After clicking on the Upload button, below page is displayed.

**UPDATE PROPOSAL:**

User can update the proposal details before issuing the policy.

**Case no 2:** For a Master Fleet vehicle Type

**SohamGeni** Welcome, ALLIANCE/dtuser!

**Proposal Form**

**Proposal Details**

Proposal Id*	BLANK FOR AUTO-INCF	Proposal Status	Submitted
Submitted Date	24-04-2019	Entry Date	24-04-2019
Customer Code*	GOV-00005	Customer Name	EASY CAR INSURANCE
Branch Code*	HO	Branch Name	Alliance Head Office
Intermediary Code*	A-17	Name	SAVY
Start Date/Status	02-09-2018	License Expiry Date	01-09-2019

**Policy Details**

**Policy Details**

Product Code*	FI	Product Name	Fire Insurance
Policy Type	Standard	To Date*	24-04-2020 367 days
Proposed From Date*	24-04-2019	Currency/Exchange Rate	Seychelles 1.0
Capital Sum Insured	0.00	Interested Party	
Standard/Sub policy	Fire Master Policy		
Proposed Pay Mode	Single		

Please click on the get data button to get the data

Save & Back Cancel

Select the Master fleet vehicle for fleet vehicle type

Click on the Save & Back to save the master proposal is saved. Below page is displayed.

**SohamGeni** Welcome, ALLIANCE/dtuser!

**Result Page**

Message

New Proposal with Proposal ID "FI-M0043" Saved.

Do you want to save more Proposal?

Yes No

New Master Proposal is created

Powered by Dream Tekis Software Pvt. Ltd., www.dreamtekis.com

To add fleet vehicles: Select Update proposal in Underwriting module and search on proposal Id or on the required search criteria as follows:

**UPDATE PROPOSAL:**

User can use the existing proposal as fleet vehicle.

**SohamGeni** Welcome, ALLIANCE/dtuser!

**Update Proposal**

**Update Proposal**

Proposal Id: Consists of FI-M0043  
 Customer: Consists of  
 Intermediary Code: Consists of  
 Submitted Between: and  
 Standard/Fleet:  
 Proposal Status:  
 Branch Code: Consists of  
 Product Code: Consists of  
 Registration No: Consists of

**Proposal Details**

Proposal Id	Submit Date	Customer	Customer Name	Product	Reg No.	Branch
FI-M0043	24-04-2019	GOV-00005	EASY CAR INSURANCE	FI		HO

Use as fleet button allows adding fleet vehicle for respective master proposal.

Click on the edit button to modify the proposal.

Click on delete button to delete the proposal.

**Proposal Form**

**Proposal Details**

Proposal ID: blank for auto-increment | Proposal Status: Submitte

Submitted Date: 24-04-2019 | Entry Date: 24-04-2019

Customer Code: GOV-00006 | Customer Name: EASY CAR INSURANCE

Branch Code: HO | Branch Name: Alliance Head Office

Intermediary Code: A-17 | Name: SAIY

Start Date/Status: 02-09-2016 / A | License Expiry Date: 01-09-2019

**Policy Details**

Product Code: FI | Product Name: Fire Insurance

Policy Type: Standard

Proposed From Date: 24-04-2019 | To Date: 24-04-2020 | 367 days

Capital Sum Insured: 250,000.00 | Currency/Exchange Rate: INR/USD

Standard/Sub policy: Fire Sub Policy | Master Proposal: FI-M0043

Proposed Pay Mode: Single | Interested Party:

**Insurable Items**

Tin No	Insurable Items	Sub Items	Sub Item Category
51234568	FI	FACTORY	MEDIUMRISK

**Proposed Subject Matter**

**Proposed Subject Matter**

Item	Details
Name of Business	(SR) RAM MANUFACTURES
Type of Business	
Address of Premises	
Customer Owns the Property	YES
Out Building	

**Covered Risks**

Covered Risks	Sub Risks	Quantity	Sum Insured
BUILDING	BUILDING	1	250,000.00

**Driver Information**

**Named Drivers**

NIN	Driver Name	Date of Birth	Gender	Occupation	Licence Class	Licence Date	Expiry Date

**Load & Discounts**

Load/Discount	Code	Description

**Reinsurance Information**

Treaty Id	Type	Capital SI	PWL(%)	PWL Limit
TRTY-FIR-2018	Proportional	250,000.00	50.00	125000
QS Retention	QS Ceded			
56250.00	68750.00			

**Documents Information**

No documents uploaded for this proposal.

**Additional Details**

General Comments | Previous Claims | Additional Information

Save & Next | Save & Back | Cancel

Select the policy type fleet & master policy id.

Enter all remaining details like standard proposals.

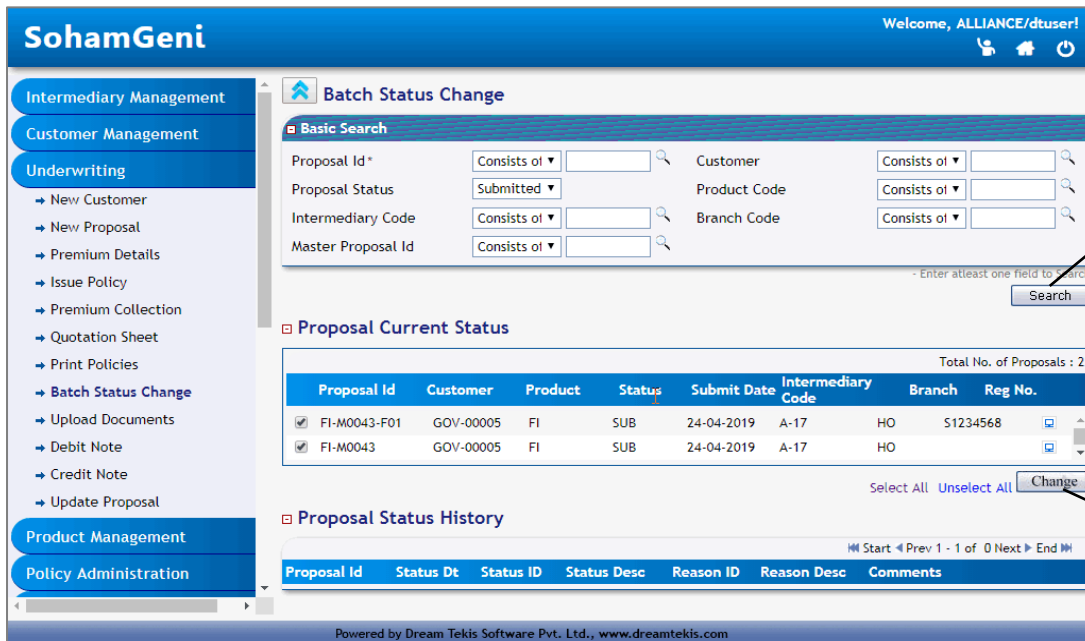
Click on Save & Next to Save and continue to Premium Details Page.

Click on Save & Back to Save the Proposal

Click on Save & Next to calculate premium for the fleet vehicle. Once saved, the fleet vehicle proposals are created.

**BATCH STATUS CHANGE:**

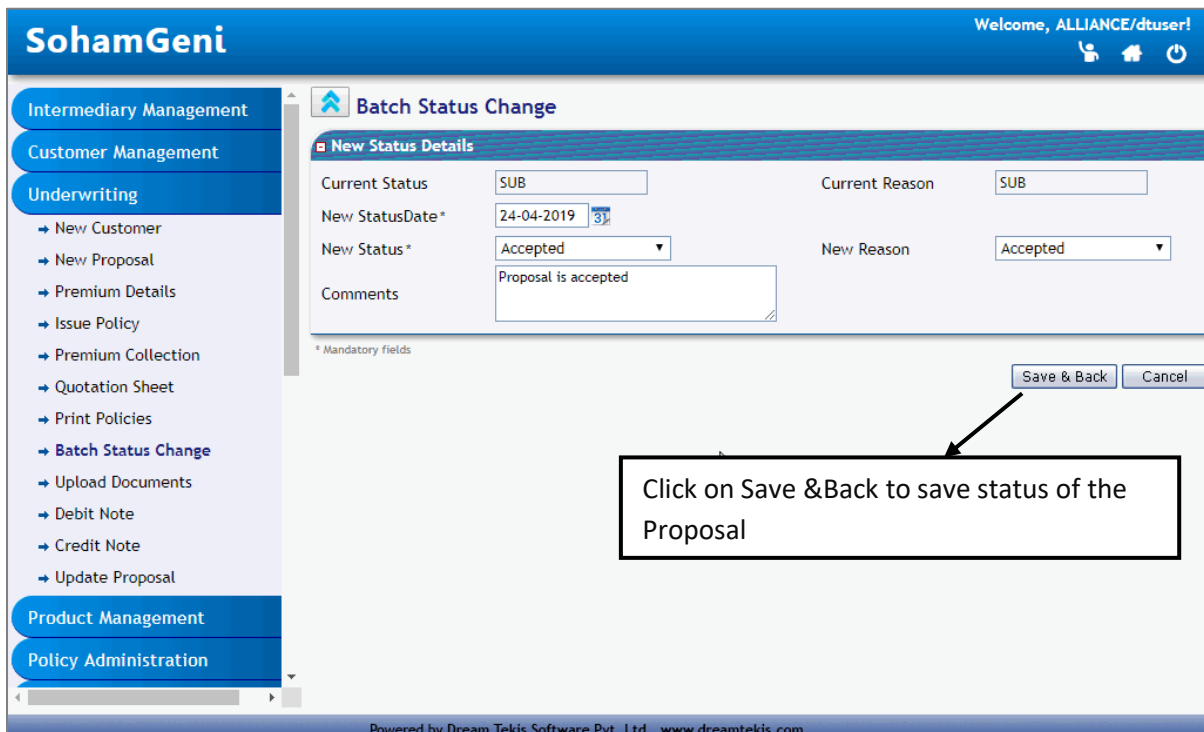
Once all fleet vehicles have been added, user can accept & Issue the Master proposal. To accept a master proposal, search for the proposal in Batch Status Change feature.



Search on the any of above fields & Click on the Search button to get proposal current status.

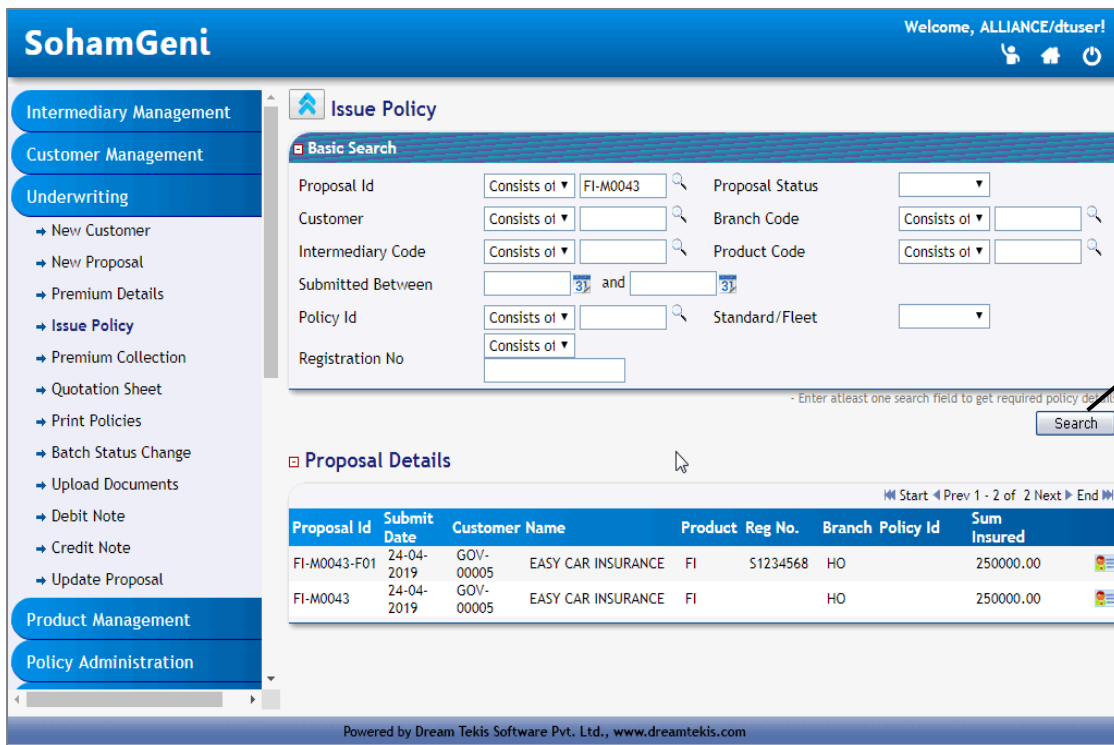
Select the proposal id and Click on Change button to change.

On click of Change button, Batch Status change page appears where user can select New Status as Accepted.

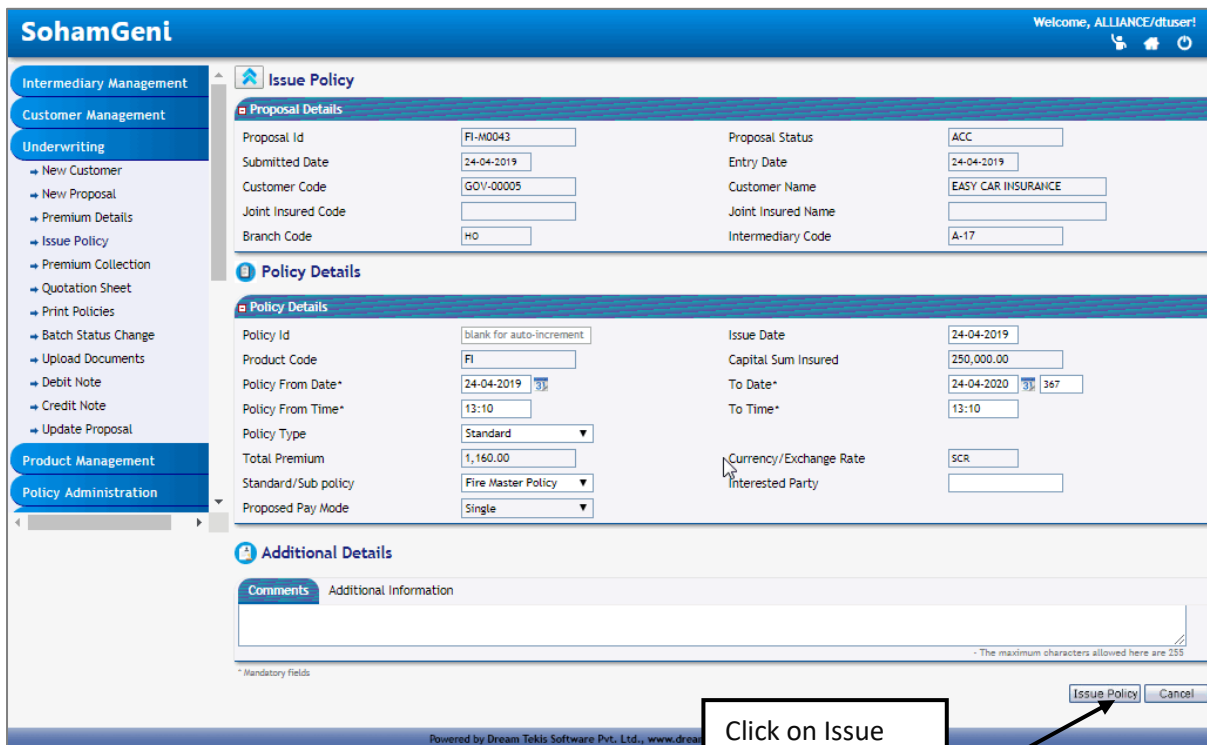


Click on Save & Back to save status of the Proposal

Once the proposal has been accepted, user can Issue policy for the Master/Fleet in Issue Policy feature. Policy can be issued only for master proposal; subsequently policy will be issued for all fleet proposals also.



Below page is displayed to issue the policy for the master proposal.



New Master policy id with fleets is issued.

The screenshot displays the SohamGeni web application interface. The top navigation bar includes the logo 'SohamGeni' and the user greeting 'Welcome, ALLIANCE/dtuser!'. A left-hand sidebar contains a menu with categories: 'Intermediary Management', 'Customer Management', 'Underwriting', 'Product Management', and 'Policy Administration'. The 'Underwriting' section is expanded, listing options such as 'New Customer', 'New Proposal', 'Premium Details', 'Issue Policy', 'Premium Collection', 'Quotation Sheet', 'Print Policies', 'Batch Status Change', 'Upload Documents', 'Debit Note', 'Credit Note', and 'Update Proposal'. The main content area, titled 'Result Page', features a 'Message' box with the following text: 'New Policy with Policy ID "FI-19-M00002" has been generated and Debit Note Code is "DN-FI-00133"'. Below this message is a confirmation dialog with two questions: 'Do you want to print Debit Note?' and 'Do you want to print this Policy Document?'. Each question has 'Yes' and 'No' buttons. A black arrow points from the message box to a white box with a black border containing the text 'New master Policy has been created.'.

Policy has been issued; user can raise a Debit Note followed by Receipt Voucher in Premium Collection feature, similar to standard vehicle.

## MASTER DATA SETUP:

### MASTER DATA SETUP:

This module is used to set up our application according to the Client business. Here we will configure the client name, their branches etc.

This is one time configuration, once configured, it will reflect throughout the application.

### COMPANY CREATION:

This feature allows configuring the Company, which can be applied at the Proposal level to get impact on the Company name.

- In the Company feature, enter Company Name, id, start date and other Contact details of company such as Country, Phone no & Address etc.
- Once saved, details are stored with a same Company Id and can be viewed any time.

Click on save & back System should create Company

### BRANCH CREATION:

This feature allows the Insurance Company to configure the Branch, which can be applied at the proposal level to get impact on the Transaction of a Branch.

- In the Branch feature, enter Branch type, id, start date and other Contact details of Branch such as Country, Email address & Phone no etc.
- Once saved, details are stored with a Same Branch Id and can be viewed any time.

Click on save & back system should create branch

**COUNTRY CREATION:**

This feature allows configuring the Country, Which can be applied at the Proposal/Policy level to get impact on the Country Name.

- In the country feature, enter Country Name, char Once saved, details are stored with a same country id and can be viewed any time

Click on save & back system should create country

**CURRENCY CODE:**

This feature allows configuring the Currency, Which can be applied at the Proposal level to get the impact on the Currency code

- In the currency feature, enter currency code, country, currency name and other details like currency symbol, currency system
- Once saved, details are stored with a same Currency id and can be viewed any time

Click on save & back system should create currency code

**MASTER CONFIGURATION:**

This feature allows configuring the Master data, which can be applied at the Proposal/Policy level.

- In the Master feature, user can configure the master details like agent types, customer type, standard or fleets etc.
- Once saved, details are stored with a same master id and can be viewed any time

Value *	Eff Date *	Description	Short Description	Default	Secure	Order	
STD	27-11-2018	Standard	Standard	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1.0	<input type="checkbox"/>
MSTFLT	27-11-2018	Master Policy	Master Policy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2.0	<input type="checkbox"/>
FLT	27-11-2018	Sub Policy	Sub Policy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3.0	<input type="checkbox"/>

Click on save & back system should configure the permission to the product

**SECURITY MANAGEMENT:**

**ACCESS PERMISSIONS:**

Here we can give permission for the specific modules & features for specific roles.

The screenshot shows the 'Permissions' page in the SohamGeni application. The left sidebar contains a menu with 'Security Management' selected, which includes sub-items like 'User Details', 'Change Password', 'Security Roles', 'Access Permissions', and 'Modules'. The main content area is divided into three sections: 'Permission Search', 'Permission Details', and 'Feature Permission'. The 'Permission Search' section has input fields for 'Permission ID' and 'Permission Name', a 'Status' dropdown set to 'Active', and a 'Search' button. The 'Permission Details' section contains a table with columns 'Permission ID', 'Permission Name', 'Status', and 'Comments'. The 'Feature Permission' section contains a table with columns 'Permission ID', 'Module ID', 'Feature ID', 'Order', 'Read', 'Edit', and 'Delete'. Two callout boxes with arrows point to the 'Search' button in the 'Permission Search' section and the 'Create' button in the 'Feature Permission' section.

Click on search to get access permissions details

Click on search to create permission

This screenshot shows the 'Permissions' page with a list of permissions displayed in the 'Permission Details' section. The table has columns for 'Permission ID', 'Permission Name', 'Status', and 'Comments'. Below it, the 'Feature Permission' section shows a table with columns for 'Permission ID', 'Module ID', 'Feature ID', 'Order', 'Read', 'Edit', and 'Delete'. Four callout boxes with arrows point to the 'Edit', 'Save as', 'View', and 'Delete' buttons in the 'Feature Permission' table.

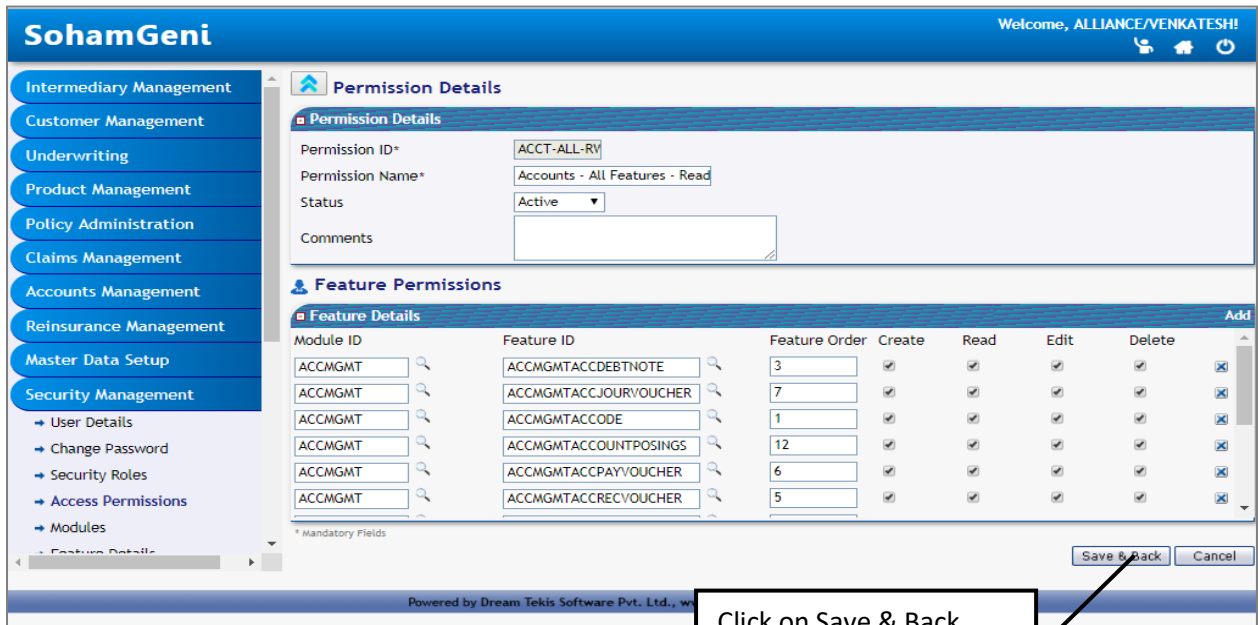
Permission ID	Permission Name	Status	Comments
ACCT-ALL-R	Accounts - All Features - Read Access	A	
ACCT-ALL-RW	Accounts - All Features - Read Write Access	A	
AGT-ALL-R	Intermediary - All Features - Except delete	A	
AGT-ALL-RW	Intermediary - All Features - Read Write Access	A	
CLM-ALL-R	Claims - All Features - Read Access	A	
CLM-ALL-RW	Claims - All Features - Read Write Access	A	
CUST-ALL-R	CUST-Except delete	A	
CUST-ALL-RW	CUST-ALL-RW	A	
IM-ALL-FEATURES	Intermediary All Features	A	created by krishna
INCLUDE-VECH	inclusion-vehicle	A	

Click on edit button to update the access permission

Click on save as button create a new permission detail with existing data

Click on view button to get access permission details

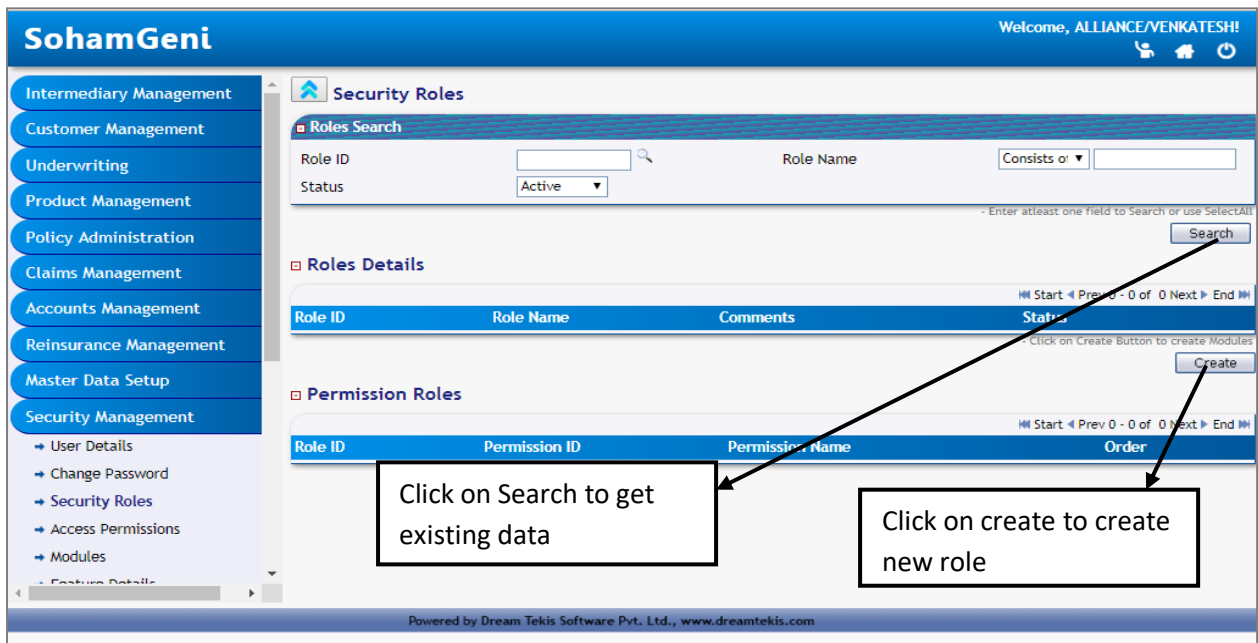
Click on delete button to get Access permission



Click on Save & Back button to save the permission details

**SECURITY ROLES:**

Here we can create roles by assigning different permissions.



Click on Search to get existing data

Click on create to create new role

**Security Roles**

**Roles Search**

Role ID:  Role Name: Consists of   
 Status:

**Roles Details**

Role ID	Role Name	Comments	Status
ACCT-HO-L1	Accounts Head Office Level 1 Role		A
ACCT-HO-L2	Accounts Head Office Level 2 Role		A
ACCT-HO-L3	Accounts Head Office Level 3 Role		A
ADITI-ROLE			A
ALLFEATURES	NICE Administrator Role		A
BROKER_ROLE	broker		A
CLAIMTEST	Claims for Testing		A
CLM-HO-L1	Claims-Head Office-Level 1 Role		A
CLM-HO-L2	Claims-Head Office-Level 2 Role		A
CLM_USER	CLAIM USER		A

**Permission Roles**

Role ID	Permission ID	Permission Name	Order
---------	---------------	-----------------	-------

Click on view button to get security role details

Click on edit button to update security role details

Click on save as create new security role with existing data.

Click on delete button to delete security role

**Roles Details**

Role ID\*: ACCT-HO-L1  
 Role Name: Accounts Head Office Level 1  
 Status: Active  
 Comments:

**Role Permissions**

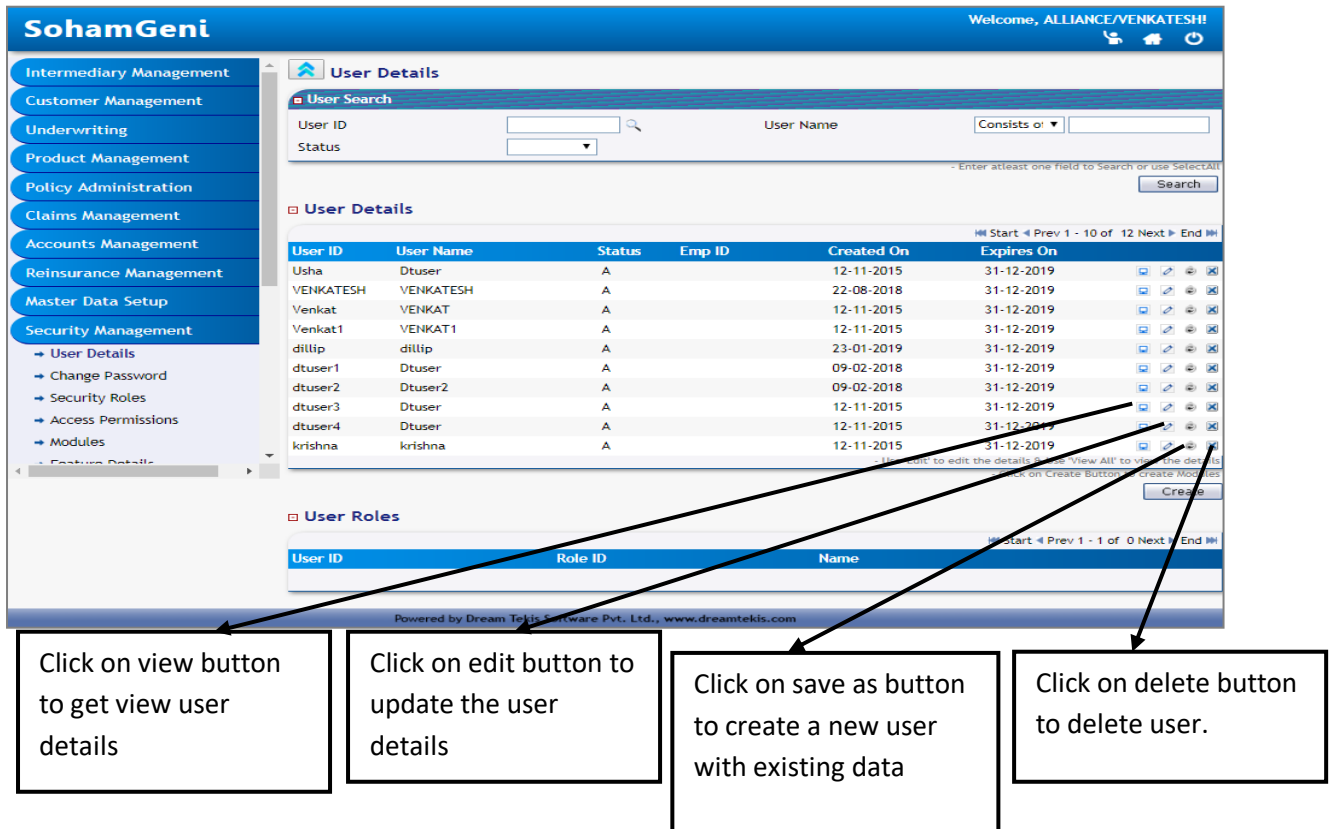
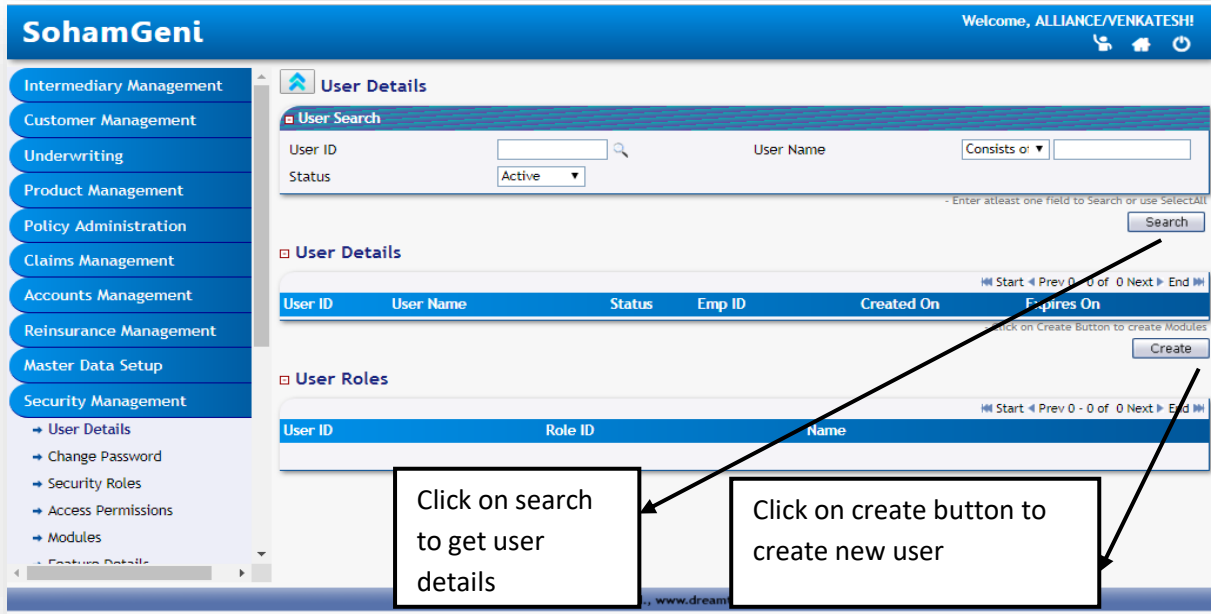
Permission ID	Permission Name	Order
ACCT-ALL-RW	Accounts - All Feature	2

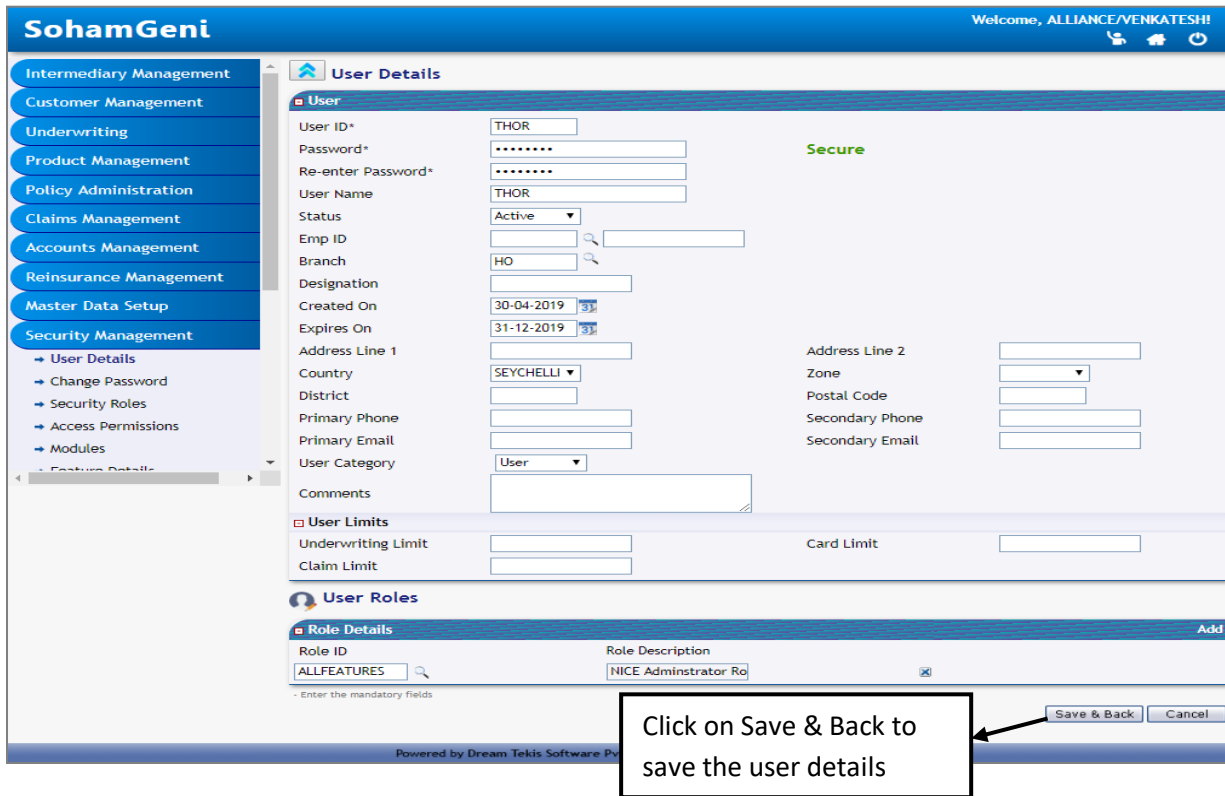
Save & Back Cancel

Click on Save & Back to save the security role details.

**USER DETAILS:**

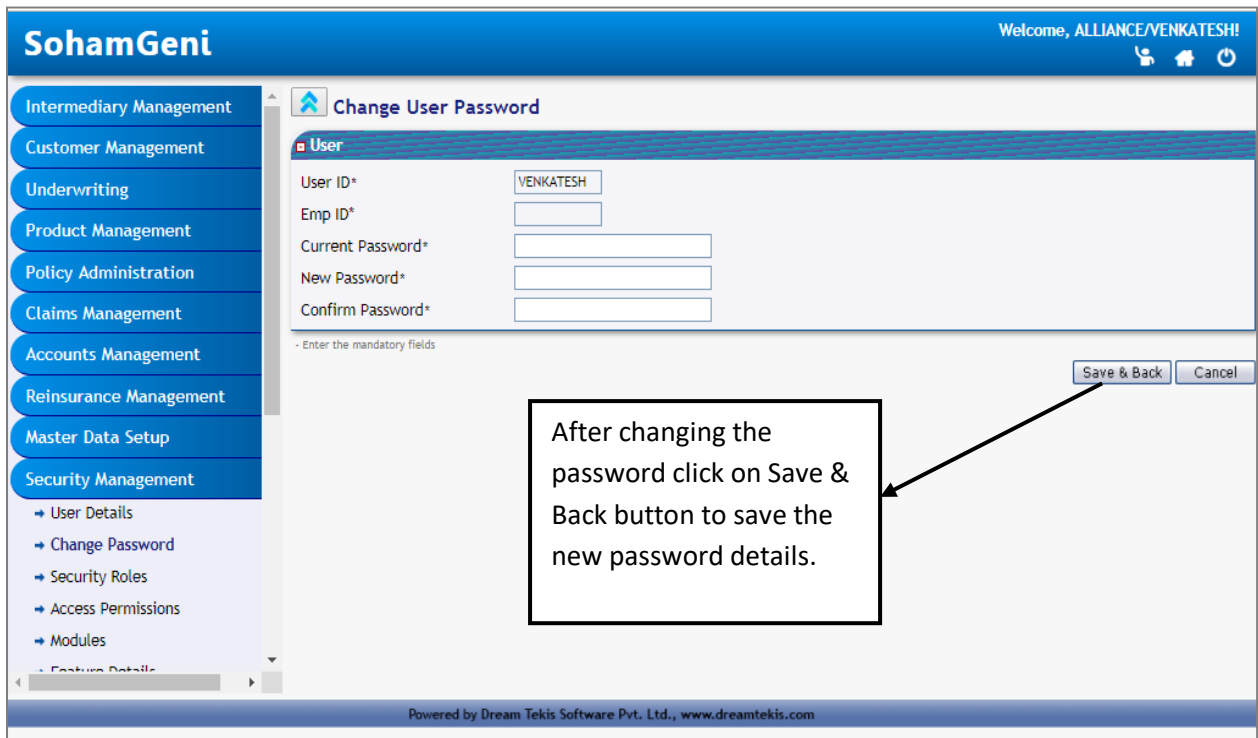
In the user details, we can create users by assigning different roles.





**CHANGE PASSWORD:**

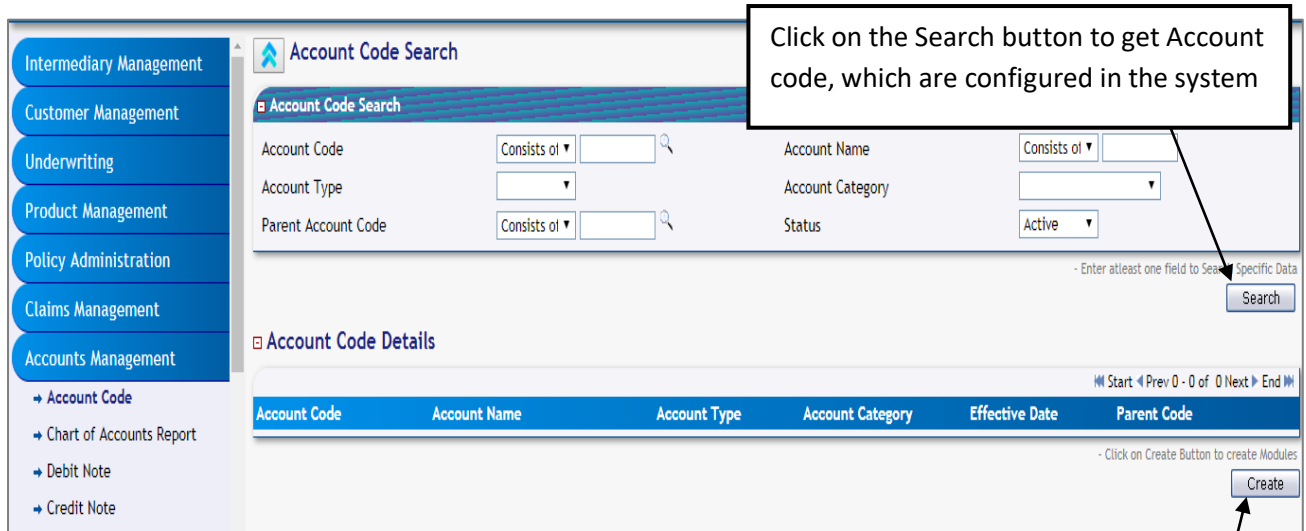
Here we can change password of a user.



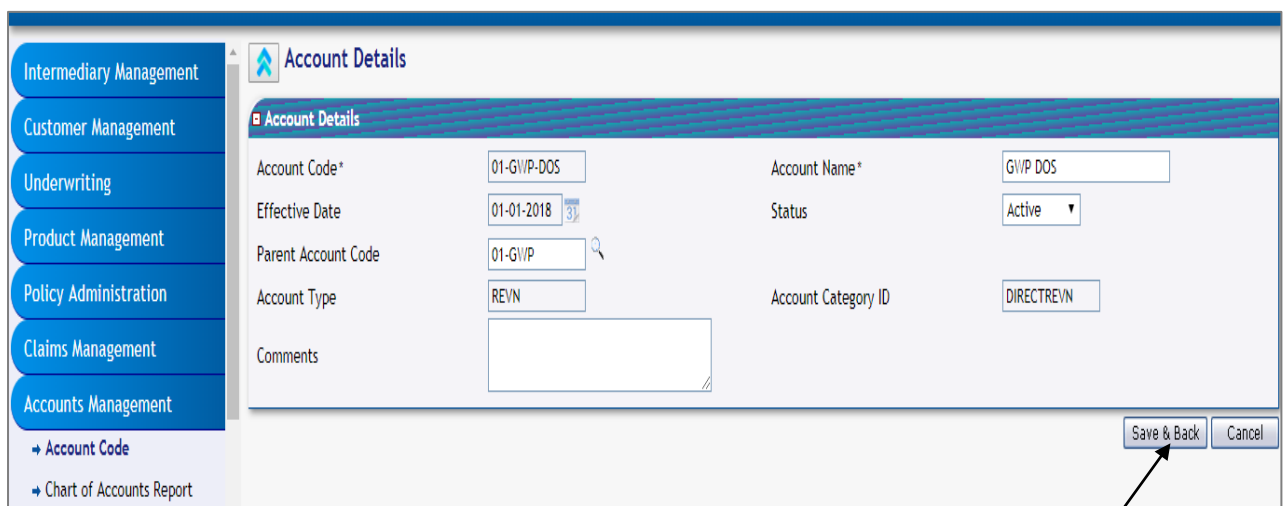
**ACCOUNT MANAGEMENT:**

**ACCOUNT CODE:**

An account code (or account number) On the operating ledger, the account code indicates the type of revenue, expenditure, or transfer that is being recorded. On the general ledger, the account code indicates which balance sheet (asset or liability) is being affected by the transaction



Click on the Create button to create new Account category. Shown below page



Enter the account category details and click on Save& Back button to save the new Account

**CHART OF ACCOUNT REPORTS:**

A chart of accounts is a listing of the names of the accounts that a company has identified and made available for recording transactions in its general ledger. A company has the flexibility to tailor its chart of accounts to best suit its needs, including adding accounts as needed.

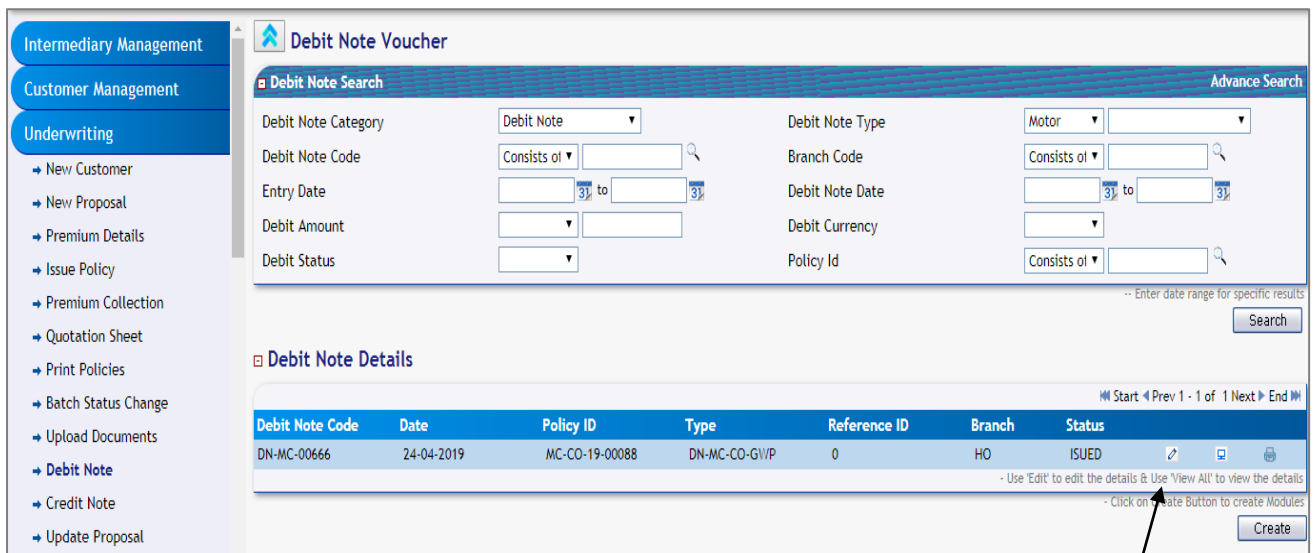
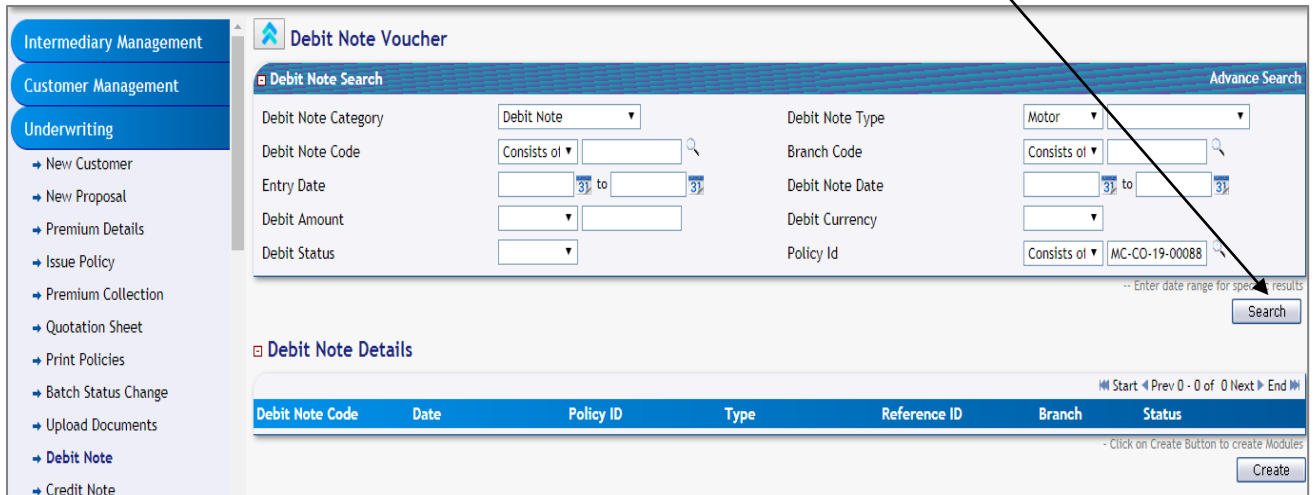
Click on the Generate report to show like below

<b>Alliance Insurance</b>								
Chart of Accounts Report								
S.No.	Account Code	Eff Date	Acct Type	Acct Category	Description	Status	Parent Acct Code	Description
<b>Account Category : CURRASST</b>								
1	03-REINSURANCE-JBB	1/1/18 12:00 AM	ASST	CURRASST	Reinsurance JBB	A		
2	03-RI-MO-QUOTA	1/1/18 12:00 AM	ASST	CURRASST	Reinsurance Motor Quota	A		
3	03- INPUT TAX	1/1/18 12:00 AM	ASST	CURRASST	Input Tax	A		
4	03-BANK	1/1/18 12:00 AM	ASST	CURRASST	Bank	A		
5	03-BANK-BARCLAYS	1/1/18 12:00 AM	ASST	CURRASST	BARCLAYS Bank	A	03-BANK	Bank
6	03-BANK-BOB	1/1/18 12:00 AM	ASST	CURRASST	BOB Bank	A	03-BANK	Bank
7	03-CASH	1/1/18 12:00 AM	ASST	CURRASST	Cash	A		
8	03-CASH-PETTYCASH	1/1/18 12:00 AM	ASST	CURRASST	Petty Cash	A	03-CASH	Cash
9	03-LOAN AND ADVANCE	1/1/18 12:00 AM	ASST	CURRASST	Loan and Advance	A		
10	03-POLICY-DEBTORS	1/1/18 12:00 AM	ASST	CURRASST	Debtors-Policyholders	A		
<b>Account Category : NONCURRENTASST</b>								
11	03-PROPERTY	1/1/18 12:00 AM	ASST	NONCURRENTAS	Property	A		
12	03-COMPUTER AND EQUIPMENTS	1/1/18 12:00 AM	ASST	NONCURRENTAS	Computer and Printer Equipments	A		
13	03-FURNITURE AND FIXTURE	1/1/18 12:00 AM	ASST	NONCURRENTAS	Furniture and Fixture	A		
14	03-LAND	1/1/18 12:00 AM	ASST	NONCURRENTAS	Land	A	03-PROPERTY	Property
15	03-BUILDING	1/1/18 12:00 AM	ASST	NONCURRENTAS	Building	A	03-PROPERTY	Property
<b>Account Category : CAPITALRESERVES</b>								
16	05-CAPITAL	1/1/18 12:00 AM	EQTY	CAPITALRESERVE	Capital Contribution	A		

**DEBIT NOTE:**

Debit note is generated to clients after policy issuance to debit the client account for payments due, usually issued along with the invoice which is the actual bill.

After selection of policy id (or) debit note click on the Search button to get Debit note details , which are Generated for particular policy in the system



Click on the edit button to show the Debit note details like as shown below

**Customer Management**

**Underwriting**

- New Customer
- New Proposal
- Premium Details
- Issue Policy
- Premium Collection
- Quotation Sheet
- Print Policies
- Batch Status Change
- Upload Documents
- Debit Note
- Credit Note
- Update Proposal

**Product Management**

**Policy Administration**

### Debit Note Voucher

**Debit Note Voucher**

Debit Note Code*	DN-MC-00666	Debit Note Date*	24-04-2019 13:42
Debit Note Category	Debit Note	Debit Note Type*	Motor MC-GIV/P-MC-CO
Entry Date*	24-04-2019	Branch Code	HO

**Source Reference**

Policy Id*	MC-CO-19-00088	Endorsement ID*	0
Customer Code*	IND-00041		

**Premium Details**

**Transaction Details**

Amount	39,540.00	Seychelles
Amount in words	Thirty Nine Thousand Five Hundred Forty Seychelles Rupees and	
Status	Issued	Status Date
Narration	SE-657657	

**Accounting Entry**

**Sub Transaction Details**

Dr Total :	39,540.00	Cr Total :	39,540.00
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Click on Save & back to generate the debit note then click on ok it will show like below

**ALLIANCE**  
Insurance

**Alliance Insurance**  
 P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles  
 Email: info@allianceinsurance.sc Phone: +248 4225858  
 Website: www.allianceinsurance.sc

## DEBIT NOTE

Debit To : IND-00041	Date : 24-04-2019
Insured Name : RAGHAV K PRASAD	Debit Note No : DN-MC-00666
Address :	

Policy Type : Motor Commercial Comprehensive
Policy No. : MC-CO-19-00088
Period From : 24-04-2019 13:42 To : 24-04-2020 13:42
Intermediary : A-29 / SACOS SUN INVESTMENTS
Payment Details : SE-657657

Total Premium : SCR 34,086.00
POPF : SCR 340.88
VAT : SCR 5,113.13
Total Debit Amount : SCR 39,540.00
Amount in words : Thirty Nine Thousand Five Hundred Forty Seychelles Rupees and Zero Cents only

For and on behalf of Alliance Insurance

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Authorized Signature

Generated by : Venkat

Originally Created by : Venkat

Generated on : Thu, 25 Apr 2019 11:39:21 AM

Created on : Wed, 24 Apr 2019 00:00:00 AM

**CREDIT NOTE:**

Credit notes are issued by insurer to brokers to credit their accounts for their brokerage, and to reinsurers for their share of premium, and also to clients in case of refund

**Credit Note Search**

Credit Note Category: Credit Note  
 Credit Note Type: Motor  
 Credit Note Code: Consists of  
 Branch Code: Consists of  
 Entry Date: [ ] to [ ]  
 Credit Note Date: [ ] to [ ]  
 Credit Amount: [ ]  
 Credit Currency: [ ]  
 Credit Status: [ ]  
 Policy Id: Consists of

Search

**Credit Note Details**

Credit Note Code	Date	Policy ID	Type	Reference ID	Branch	Status
- Click on Create Button to create Modules						

Create

Click on the Create button to Generate Credit note. Shown below page

**Credit Note Voucher**

Credit Note Code\*: CN-MC-00102  
 Credit Note Date\*: 24-04-2019 15:51  
 Credit Note Category: Credit Note  
 Credit Note Type\*: Motor MC-GIV/P-MC-CO  
 Entry Date\*: 24-04-2019  
 Branch Code: HO

**Source Reference**

Policy Id\*: MC-CO-19-00089  
 Endorsement ID\*: E-MC-CO-19-0000  
 Customer Code\*: IND-00047  
 Payee ID: IND-00047

**Premium Details**

Customer Code: IND-00047  
 Customer Name: SASHA BIN  
 Intermediary Code: A-34  
 Product Code: MC-CO  
 Policy From Date: 24-04-2019  
 To Date: 24-04-2020  
 Capital Sum Insured: 400,000.00  
 Currency: SCR  
 Pay Mode: SIN


Basic Premium	POPF	Tax	Final Premium
44,336.00	443.38	6,650.63	51,430.00

Total Credit: 23,780.00

**Transaction Details**

Save & Back Cancel

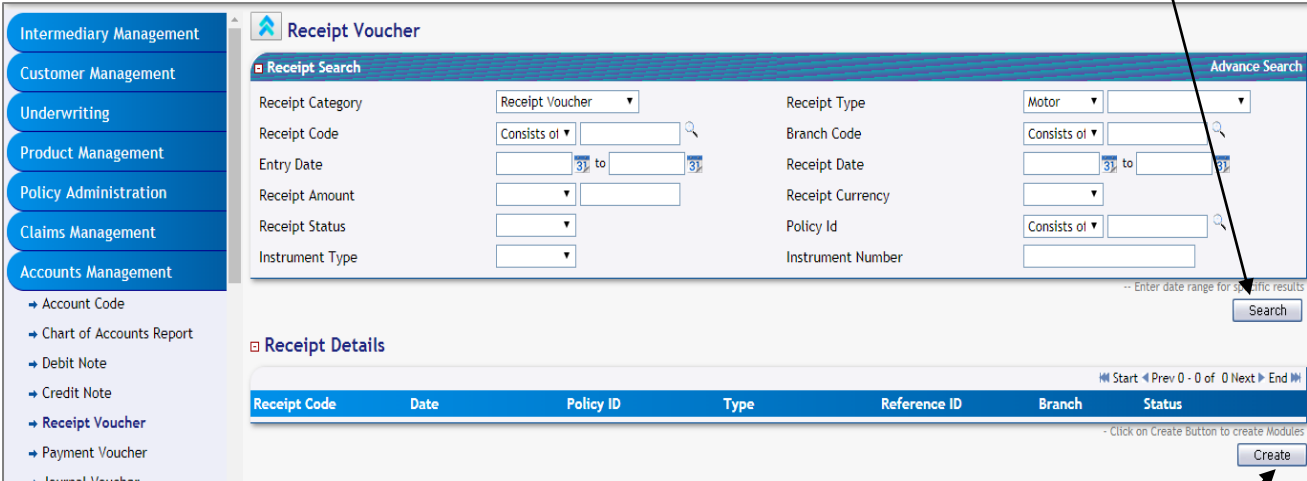
Enter the Credit details and click on Save & Back button to generated credit note like shown below

 <b>Alliance Insurance</b> P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles Email: info@allianceinsurance.sc Phone: +248 4225858 Website: www.allianceinsurance.sc	
<b>CREDIT NOTE</b>	
Credit To : IND-00047 Name : SASHA BIN Address : VICTORIA	Date : 24-04-2019 Credit Note No : CN-MC-00102
Policy Type : Motor Commercial Comprehensive Policy No. : MC-CO-19-00089 Period From : 24-04-2019 To : 24-04-2020 Intermediary : A-34 / CASH BROKERS PVT LTD Payment Details : SE-5456879	Registration No. : SE-5456879 Endorsement No. : E-MC-CO-19-000062
Credit Amount : SCR 23,780.00 Amount in words : Twenty Three Thousand Seven Hundred Eighty Seychelles Rupees and Zero Cents only	
For and on behalf of Alliance Insurance	
_____ Authorised Signature	
Generated by : Venkat Originally Created by : Venkat	Generated on : Thu, 25 Apr 2019 11:38:17 AM Created on : Wed, 24 Apr 2019 00:00:00 AM

**RECEIPT VOUCHER:**

A receipt voucher is a type of voucher which is typically issued by a certain business or an organization upon receiving payment in cash or check during a business transaction

Click on the Search button to get Credit Note, which are Generated in the system



Click on the Create button to Generate Receipt note. Shown below page

- Intermediary Management
- Customer Management
- Underwriting
- Product Management
- Policy Administration
- Claims Management
- Accounts Management
  - Account Code
  - Chart of Accounts Report
  - Debit Note
  - Credit Note
  - Receipt Voucher
  - Payment Voucher
  - Journal Voucher
  - Ledger Report
  - Trial Balance
  - Balance Sheet

### Receipt Voucher

**Receipt Voucher**

Receipt Code* <input type="text" value="blank for auto-increment"/>	Receipt Date* <input type="text" value="24-04-2019"/> <input type="text" value="17:00"/>
Receipt Category <input type="text" value="Receipt Voucher"/>	Receipt Type* <input type="text" value="Home"/> <input type="text" value="HI-GV/P-HI"/>
Entry Date* <input type="text" value="24-04-2019"/>	Branch Code <input type="text" value="HO"/>

**Source Reference**


Policy Id* <input type="text" value="HI-19-00034"/>	Debit Note* <input type="text" value="DN-HI-00140"/>
Customer Code* <input type="text" value="IND-00033"/>	

**Premium Details**

Product Code <input type="text" value="HI"/>	Customer Name <input type="text" value="PUJA BATRA"/>
Policy From Date <input type="text" value="24-04-2019"/>	To Date <input type="text" value="24-04-2020"/>
Capital Sum Insured <input type="text" value="600,000.00"/>	Currency <input type="text" value="SCR"/>
Pay Mode <input type="text" value="SIN (0 Paid)"/>	
Basic Premium <input type="text" value="4,350.00"/>	POP <input type="text" value="43.50"/>
	Tax <input type="text" value="652.50"/>
	Final Premium <input type="text" value="5,046.00"/>
Received Premium <input type="text" value="0.00"/>	Due Premium <input type="text" value="5,046.00"/>
	To be Received Now <input type="text" value="5,046.00"/>

**Transaction Details**

Enter the receipt details and click on Save & Back button to generate receipt voucher like shown below



**Alliance Insurance**  
 P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles  
 Email: info@allianceinsurance.sc Phone: +248 4225858  
 Website: www.allianceinsurance.sc

## RECEIPT

Received From : IND-00033	Date: 24-04-2019
Insured Name : PUJA BATRA	
Receipt No : RC-HI-00075	
Address :	
Policy Id : HI-19-00034 Intermediary : A-38 / KUHLE KUVIKELA INSURANCE Payment Mode : Single Instrument Details : Cash Payment Details :	
Amount : SCR 5,046.00 Amount in words : Five Thousand Forty Six Seychelles Rupees and Zero Cents only	

For and on behalf of Alliance Insurance

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Authorized Signature

Generated by : Venkat  
Originally Created by : Venkat


Generated on : Thu, 25 Apr 2019 11:40:47  
Created on : Wed, 24 Apr 2019 16:49:35

**PAYMENT VOUCHER:**

Payment Voucher is a statement, usually distributed weekly, summarizing the previous week's processed claims and your associated payment. This payment is either sent to you with your Payment voucher in postal mail or transferred electronically into your account, with the payment voucher statement

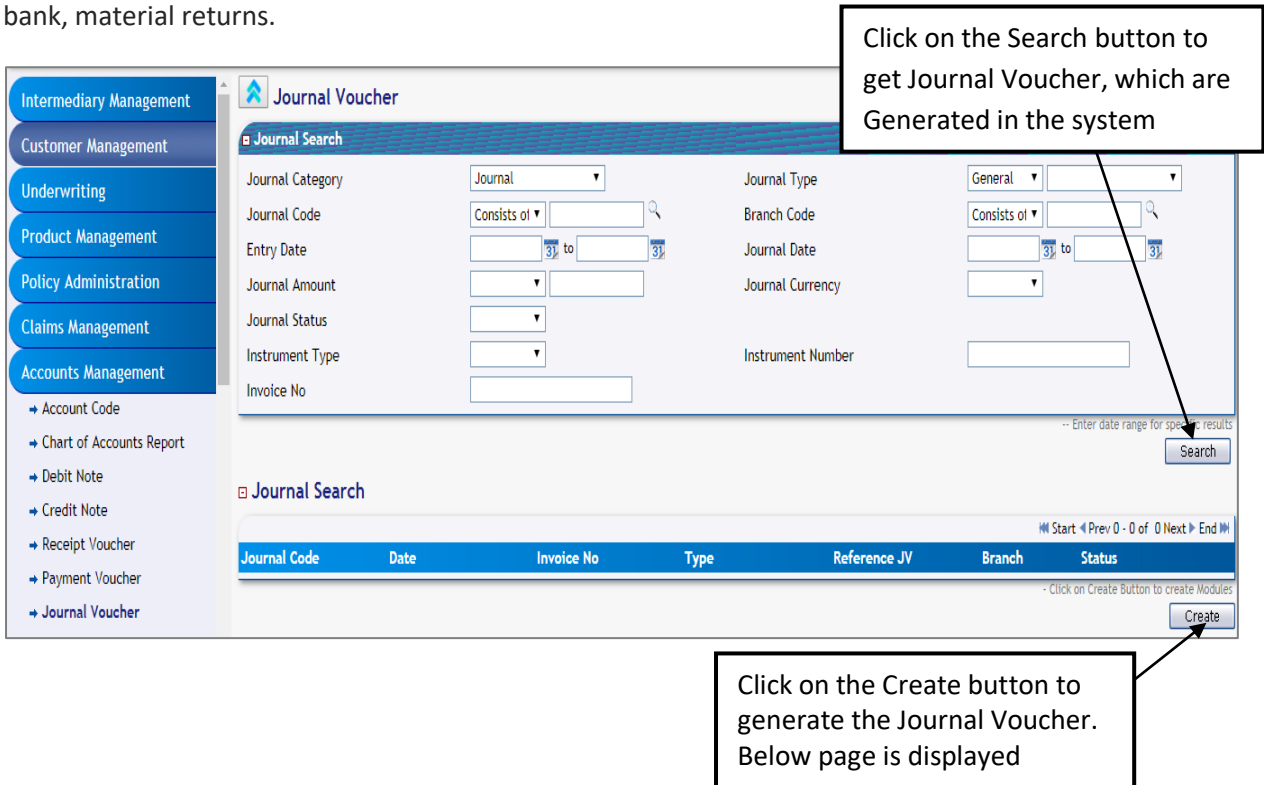
Click on the Create button to generate the Payment Voucher. Below page is displayed

Enter the Payment details and click on Save & Back button to generate the Payment voucher like shown below

		<b>Alliance Insurance</b> P.O Box 87, 201, Kanna Mall, Albert Street, Victoria, Mahe, Seychelles Email: info@allianceinsurance.sc Phone: +248 4225858 Website: www.allianceinsurance.sc	
<b>PAYMENT VOUCHER</b>			
Payment To	: IND-00047	Date	: 24-04-2019
Payee Name	: SASHA BIN	Payment No.	: PN-MC-00029
Address	: VICTORIA		
Policy Id	: MC-CO-19-00089		
Insured Name	: IND-00047 / SASHA BIN		
Intermediary	: A-34 / CASH BROKERS PVT LTD		
Instrument Details	: Cash		
Payment Details	: SE-5456879		
Amount	: SCR 23,780.00		
Amount in words	: Twenty Three Thousand Seven Hundred Eighty Seychelles Rupees and Zero Cents only		
For and on behalf of Alliance Insurance			
_____ Authorised Signature			
Generated by	: Venkat	Generated on	: Thu, 25 Apr 2019 11:35:55 AM
Originally Created by	: Venkat	Created on	: Wed, 24 Apr 2019 16:41:47

**JOURNAL VOUCHER:**

Journal voucher is prepared for the transactions which does not relate to sales, purchases, cash, bank, material returns.



The screenshot shows the 'Journal Voucher' interface. On the left is a navigation menu with options like 'Intermediary Management', 'Customer Management', 'Underwriting', 'Product Management', 'Policy Administration', 'Claims Management', and 'Accounts Management'. The main area is titled 'Journal Voucher' and contains a 'Journal Search' form with fields for Journal Category, Journal Code, Entry Date, Journal Amount, Journal Status, Instrument Type, Invoice No, Journal Type, Branch Code, Journal Date, Journal Currency, and Instrument Number. A 'Search' button is located at the bottom right of the search form. Below the search form is a table with columns: Journal Code, Date, Invoice No, Type, Reference JV, Branch, and Status. A 'Create' button is located at the bottom right of the table. Two callout boxes provide instructions: one pointing to the 'Search' button with the text 'Click on the Search button to get Journal Voucher, which are Generated in the system' and another pointing to the 'Create' button with the text 'Click on the Create button to generate the Journal Voucher. Below page is displayed'.

Enter the Journal details and click on Save & Back button to generate the Journal voucher

**LEDGER REPORT:**

The General Ledger Report shows you the details of every transaction going in and out of your accounts. These transactions are generated whenever you issue Invoices, track Expenses, accept Payments, and log Other Income to name a few

Click on the Generate Report to Show like below

ALLIANCE insurance		Alliance Insurance						
Ledger Details Report								
Self Ledgers : Y Sub Ledgers : N								
S.No	Transaction Date	Branch	Transaction Code	Reference	Instrument No	Narration	Amount	Balance
ACCTCODE : 01-CLM-EXCESS/ Claim Excess								
1	03/01/2019	HO	CN-MC-00044	CLM-MC-CO-000003		Towards Excess	15,500.00	15,500.00
2	08/01/2019	HO	CN-MC-00045	CLM-MC-CO-000004		Towards Excess	13,000.00	28,500.00
3	10/01/2019	HO	CN-MC-00048	CLM-MC-CO-000007		Towards Excess	15,500.00	44,000.00
4	11/01/2019	HO	CN-MC-00049	CLM-MC-CO-000008		Towards Excess	13,000.00	57,000.00
5	11/01/2019	HO	CN-MC-00050	CLM-MC-CO-000009		Towards Excess	15,500.00	72,500.00
6	11/01/2019	HO	CN-MC-00051	CLM-MC-CO-000009		Towards Excess	500.00	73,000.00

**TRIAL BALANCE:**

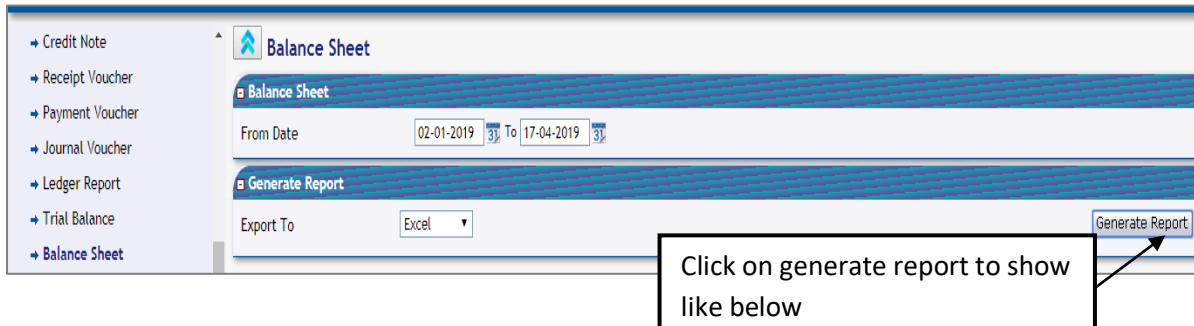
A trial balance is a worksheet listing the debit or credit balances of all the ledger accounts for an entity. Under accounting theory, the total of all the debits must equal the total of all the credits.

Click on generate report to show like below

ALLIANCE insurance		Alliance Insurance		
Trial Balance Report				
Period From 01-01-2019 To 24-04-2019				
Account Code	Account Name	Debit Amount	Credit Amount	
01-CLM-EXCESS	Claim Excess	0.00	1,707,028.10	
01-GWP	Gross Premiums	0.00	(5,000.00)	
01-GWP-CAR	GWP CAR	0.00	48,725.00	
01-GWP-CI	GWP CI	0.00	98,273.00	
01-GWP-DOS	GWP DOS	0.00	107,419.00	
01-GWP-EL	GWP EL	0.00	9,643.00	
01-GWP-FI	GWP FI	0.00	221,886.00	
01-GWP-FSP	GWP FSP	0.00	259,320.00	
01-GWP-GPA	GWP GPA	0.00	43,307.00	
01-GWP-HI	GWP Home	0.00	301,719.00	
01-GWP-ITI	GWP ITI	0.00	5,244,000.00	
01-GWP-MB	GWP MB	0.00	201,265.00	
01-GWP-MC-CO	GWP Motor Commercial Comp	0.00	11,356,720.00	
01-GWP-MC-TP	GWP Motor Commercial TP	0.00	3,480.00	
01-GWP-MP-CO	GWP Motor Private Comp	0.00	2,928,932.00	
01-GWP-MP-TP	GWP Motor Private TP	0.00	4,804.00	

**BALANCE SHEET:**

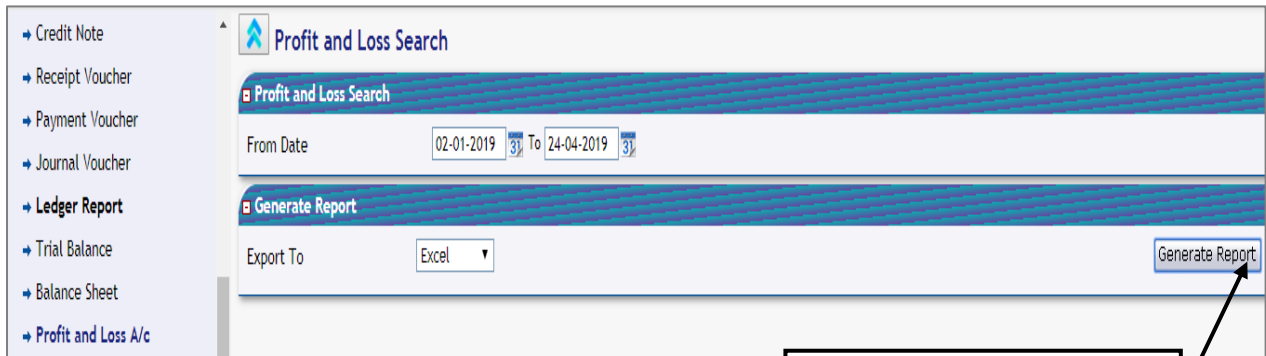
It shows a company's assets and liabilities as of a particular date, rather than breaking down the expenses of a company over time. Since an insurance expense isn't an asset or liability, it doesn't show up separately on the balance sheet.



ASSETS		LIABILITIES	
<b>Current Assets</b>		<b>Current Liabilities</b>	
Bank	(44,552.45)	Accounts Payable	(11,330.45)
Cash	778,523.50	Claims Payable	19,500.00
Debtors-Policyholders	(5,559.50)	Tax	106,615.00
<b>Total</b>	<b>728,411.55</b>	<b>Total</b>	<b>114,784.55</b>
		<b>Total Liabilities</b>	<b>114,784.55</b>
<b>Total Assets :</b>	<b>728,411.55</b>	<b>Total Liabilities :</b>	<b>114,784.55</b>
Generated on :		Apr 30, 2019 9:59:44 AM	
Generated by :		dtuser	
1 of 1			
Generated by sohamGeni, Powered by Dream Tekis Software			

**PROFIT& LOSS A/C:**

The profit and loss (P&L) statement is a financial statement that summarizes the revenues, costs and expenses incurred during a specified period, usually a fiscal quarter or year. The P&L statement is synonymous with the income statement.



Click on generate report to show like below

<b>ALLIANCE insurance</b>		<b>Alliance Insurance</b>	
<b>Profit &amp; Loss Statement</b>			
From Date		02-01-2019	To 24-04-2019
<b>Expense</b>		<b>Revenue</b>	
<b>Direct Expense</b>		<b>Direct Income</b>	
Gross Claim	73,222.00	Claim Excess	20,000.00
		Gross Premiums	757,559.00
<b>Total Expense :</b>	<b>73,222.00</b>	<b>Total Revenue :</b>	<b>777,559.00</b>
		Generated on :	Apr 30, 2019 10:01:30 AM
		Generated by :	dtuser
1 of 1			
Generated by sohamGeni, Powered by Dream Tekis Software			