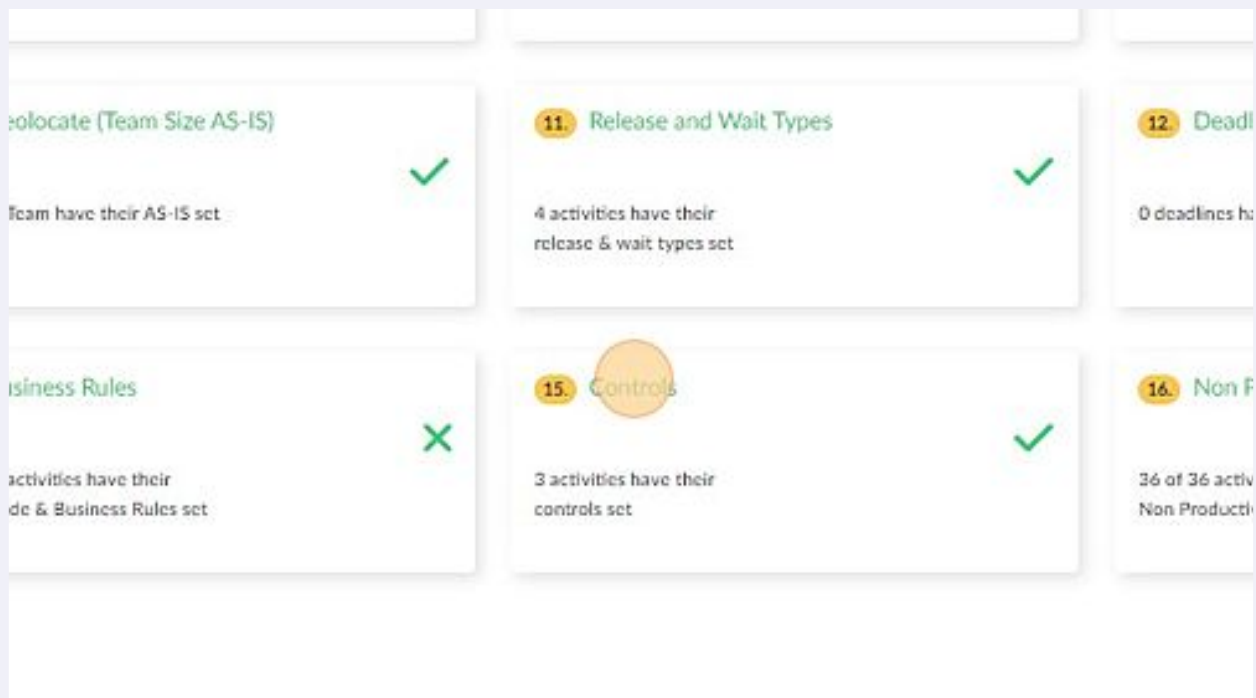


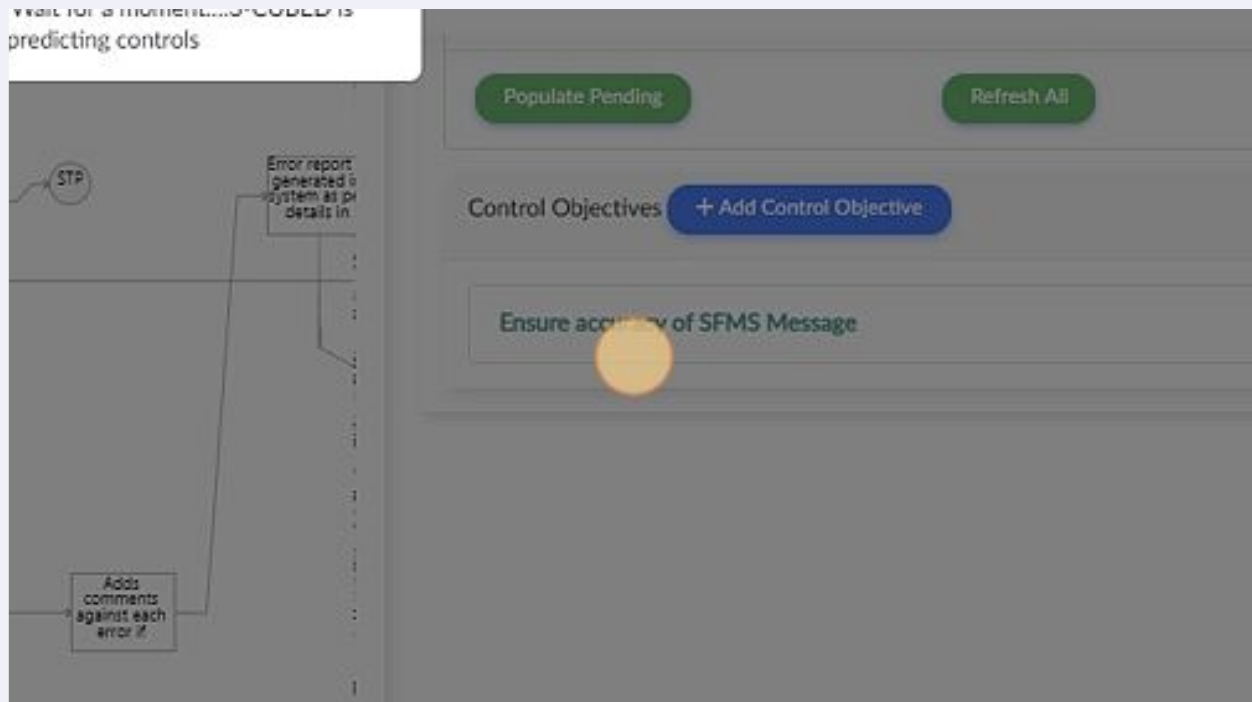
How to Upload and manage Controls

1 Navigate to bs.3-cubed.com/Process/ProcessCreation

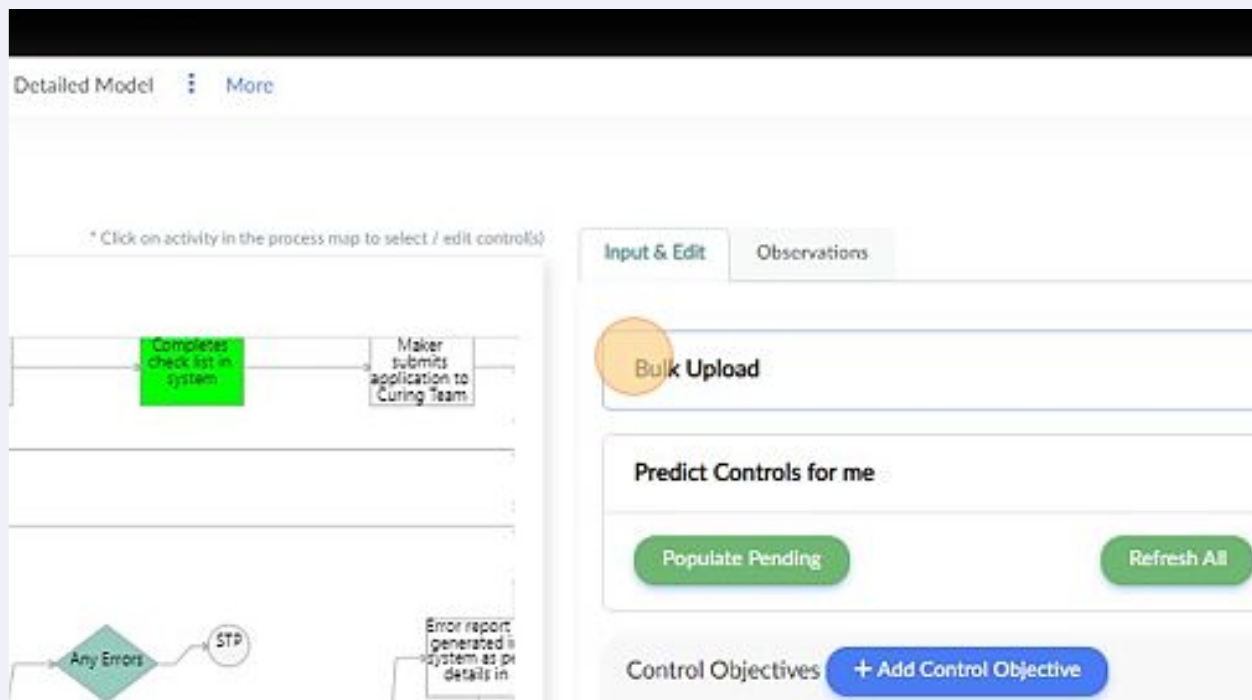
2 Click "15. Controls" to add controls



3 3-Cubed predicts the controls



4 To identify controls using the template click "Bulk Upload"



5 Click "Download Controls File"

6 Identify the control activities and associate control objectives in the template and save to upload

* Click on activity in the process map to select / edit control(s)

Input & Edit Observations

Bulk Upload

Bulk upload by downloading "Controls template" and upload

Download Controls File

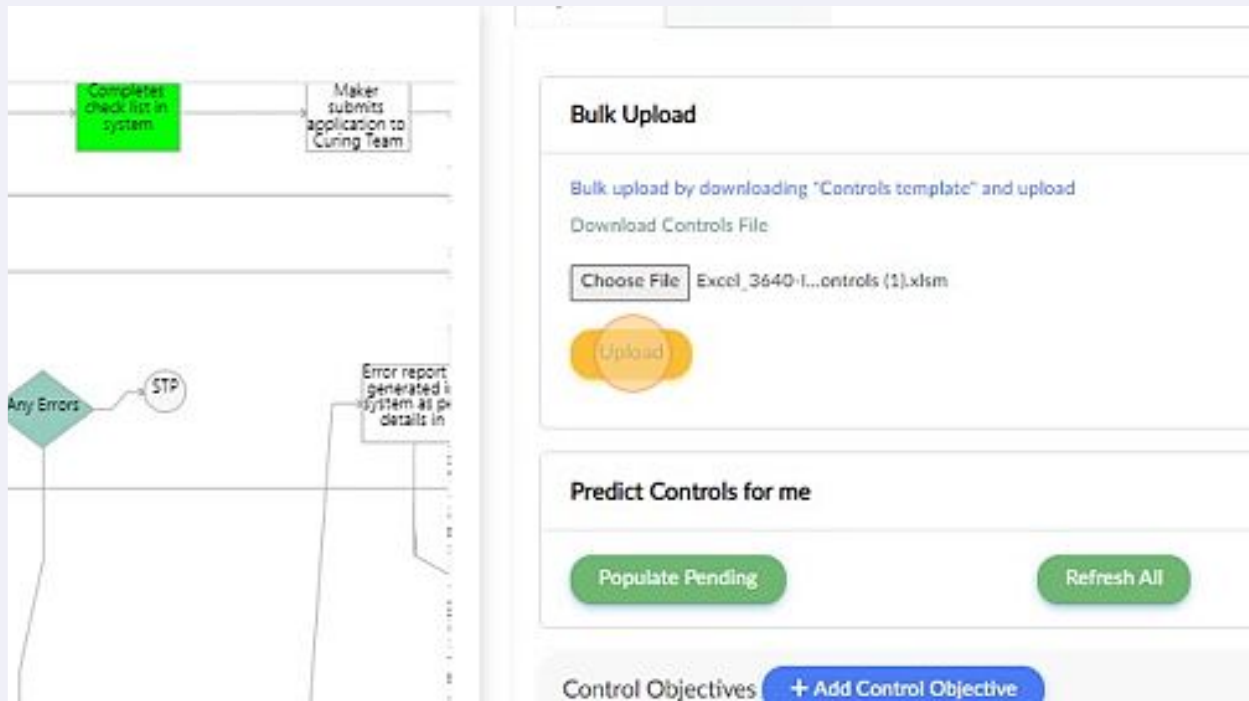
Choose file No file chosen

Upload

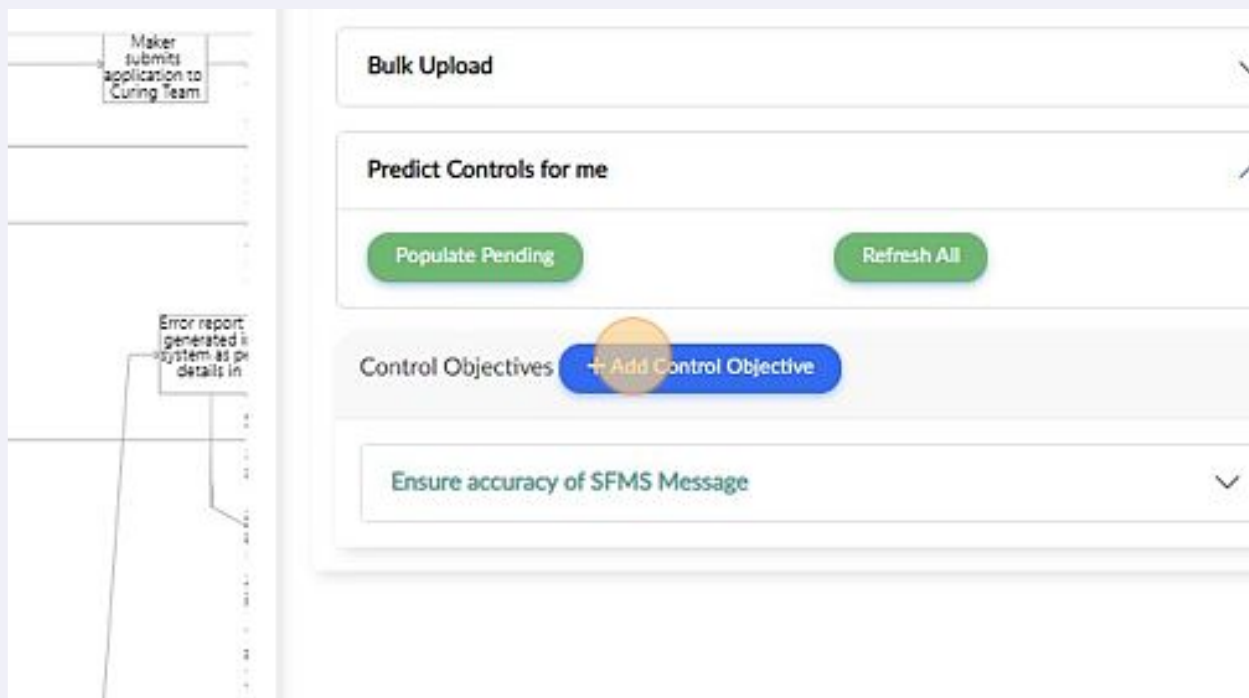
Predict Controls for me

Populate Pending Refresh All

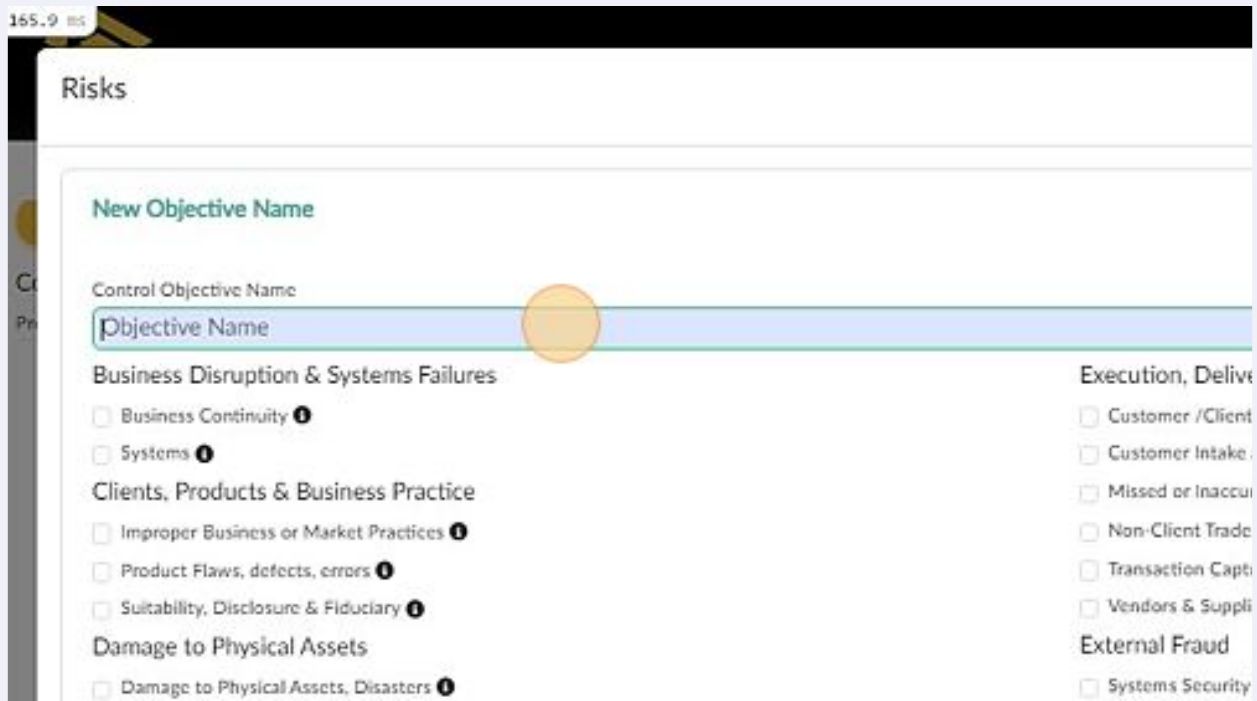
7 Click "Upload"



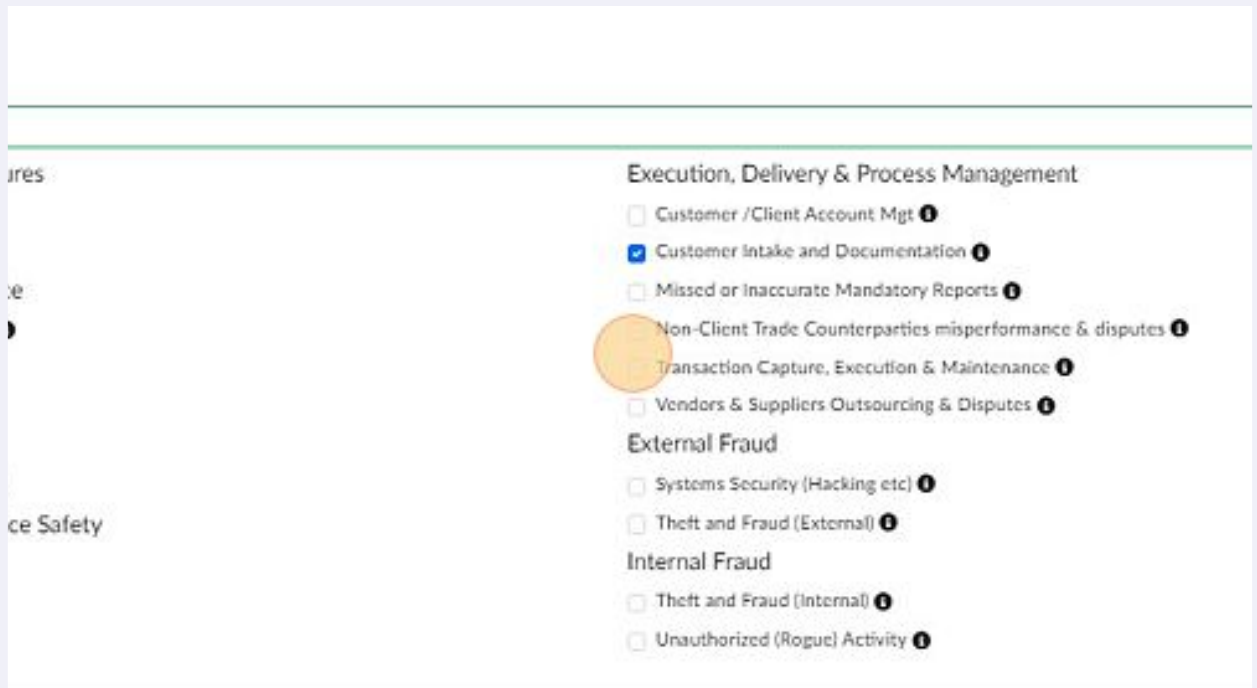
8 Click "Add Control Objective"



9 Click the "Objective Name" field to enter the desired control objective



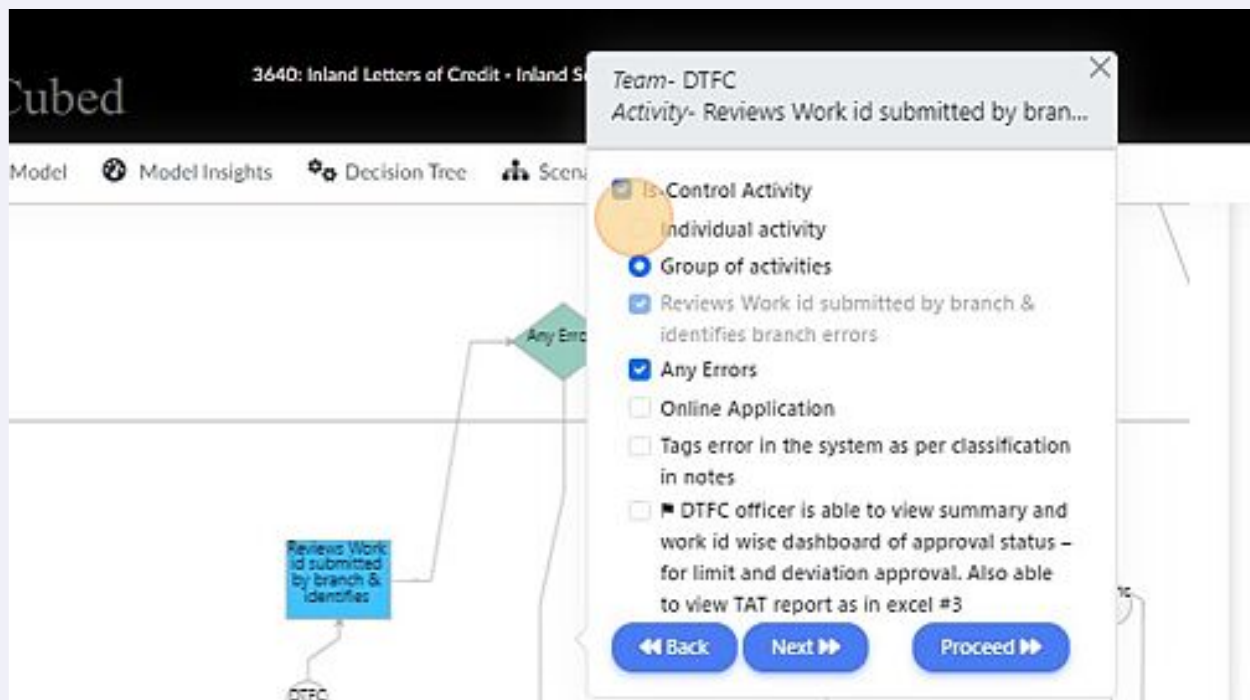
10 Select the right risk types



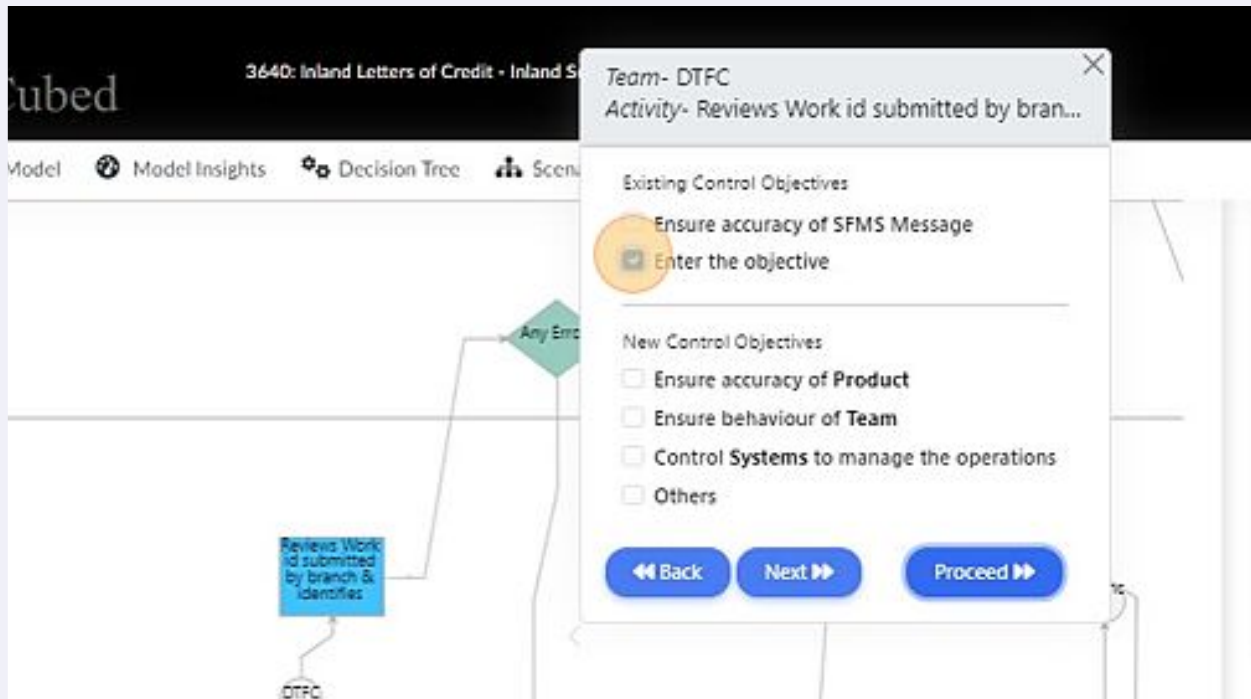
11 Click "Add"



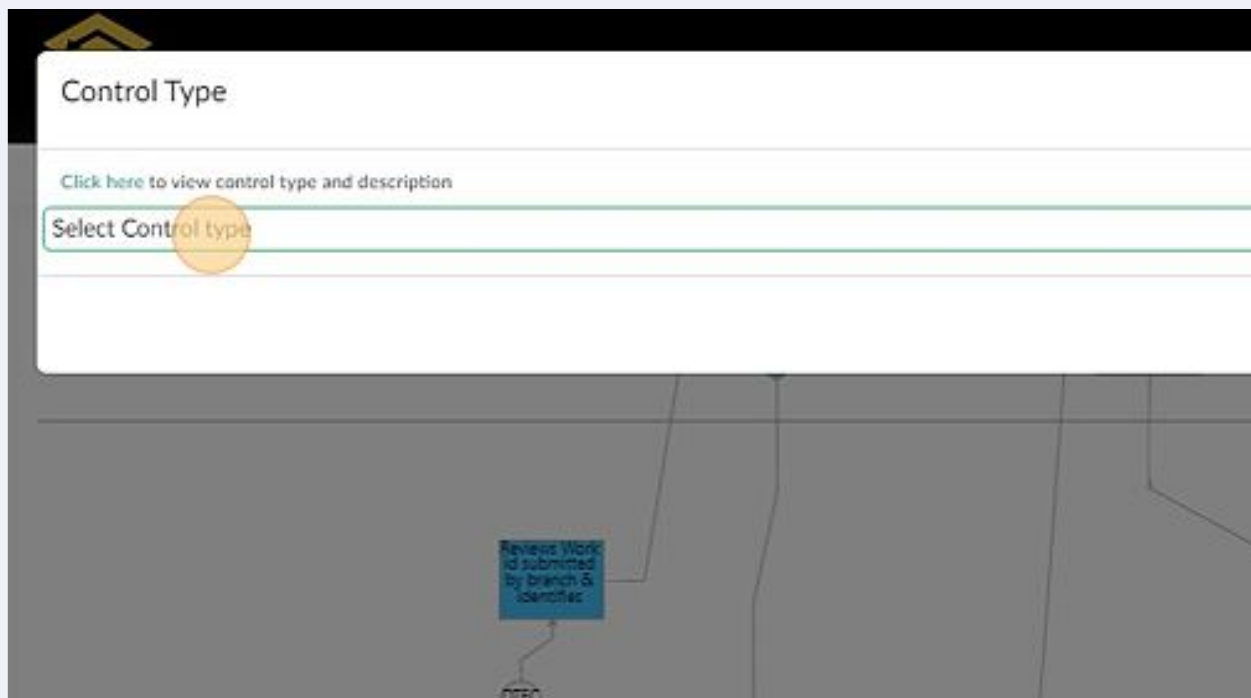
12 Identify the control activities and select if they are individual or group of controls



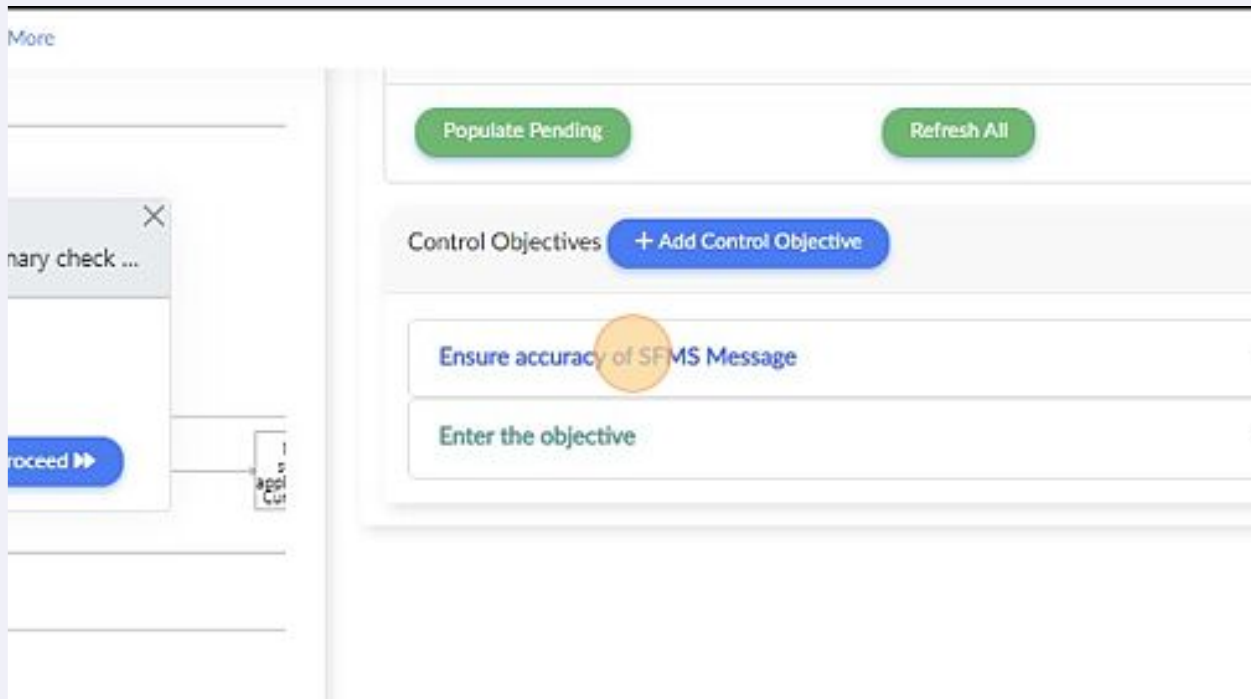
13 Select the associated control objective and proceed



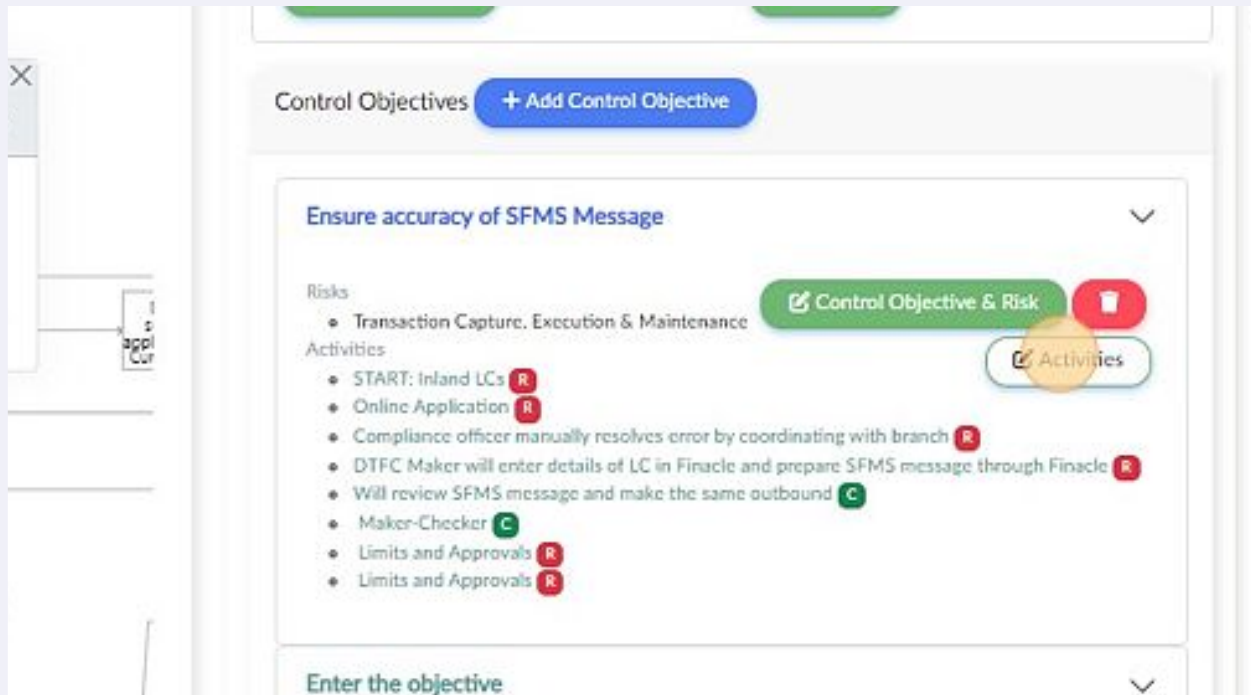
14 Select the right control type and proceed



15 Repeat the same steps to add all the control objectives



16 Click "Activities" to select the risk activities



17

Select all the risk activities and proceed. Repeat the same steps to all the control objectives after all controls are associated

The screenshot displays a list of risk activities on the right side of the interface. Each activity is preceded by a checkbox and followed by a red circle containing the letter 'R'. The activities include: 'Submits documents', 'Time interval', '12pm', '11 pm', '1pm', '2pm', '3:30 pm', 'Online Application', 'Documentation management & review', 'Tags error in the system as per classification in notes', 'Adds comments against each error if needed', 'Error report is generated in system as per details in attached excel #', 'Compliance officer manually resolves error by coordinating with branch', 'Maker stamps date and time on first page of application & scans all doc system to generate a WID / token', 'Date and time of receipt of LC application is noted in system', 'Maker Conducts Preliminary check using check list available in system a gaps (checklist in attached excel #1)', and 'Application - Any Gaps Exists?'. The 'Online Application' and 'Compliance officer manually resolves error by coordinating with branch' items are checked. A yellow circle highlights the 'Tags error in the system as per classification in notes' item. On the left side, a process flow diagram shows two red rectangular boxes: 'Completes check list in system' and 'Maker submits application to Curing Team', connected by a horizontal line.

18

Click "Observations" to validate input

The screenshot shows a software interface with a dark header bar at the top. Below the header, there is a 'More' menu icon on the left and a yellow lightbulb icon on the right. The main content area is divided into two tabs: 'Input & Edit' and 'Observations'. The 'Observations' tab is selected and highlighted with a yellow circle. Below the tabs, there are two sections: 'Bulk Upload' and 'Predict Controls for me'. At the bottom of the interface, there are two green buttons: 'Populate Pending' and 'Refresh All'.