

The OCTO Biz logo is prominently displayed in the center-right. 'OCTO' is in a large, bold, white sans-serif font, and 'Biz' is in a smaller, white sans-serif font to its right.

Transaction

Create New Underlying Documents

Website

TUTORIALOCTOBIZ2025

KEJAR MIMPI

Transaction

Create New Underlying Documents

Transaction – Transaction Create New Underlying Documents Fitur yang digunakan untuk membuat Underlying Documents baru dan memantau status transaksi untuk seluruh transaksi yang menggunakan Underlying Documents yang baru

Transaction

New Underlying Documents

Create New Underlying Documents

Check Transaction Status

Inquiry & Listing Underlying Documents

Transaction

New Underlying Documents

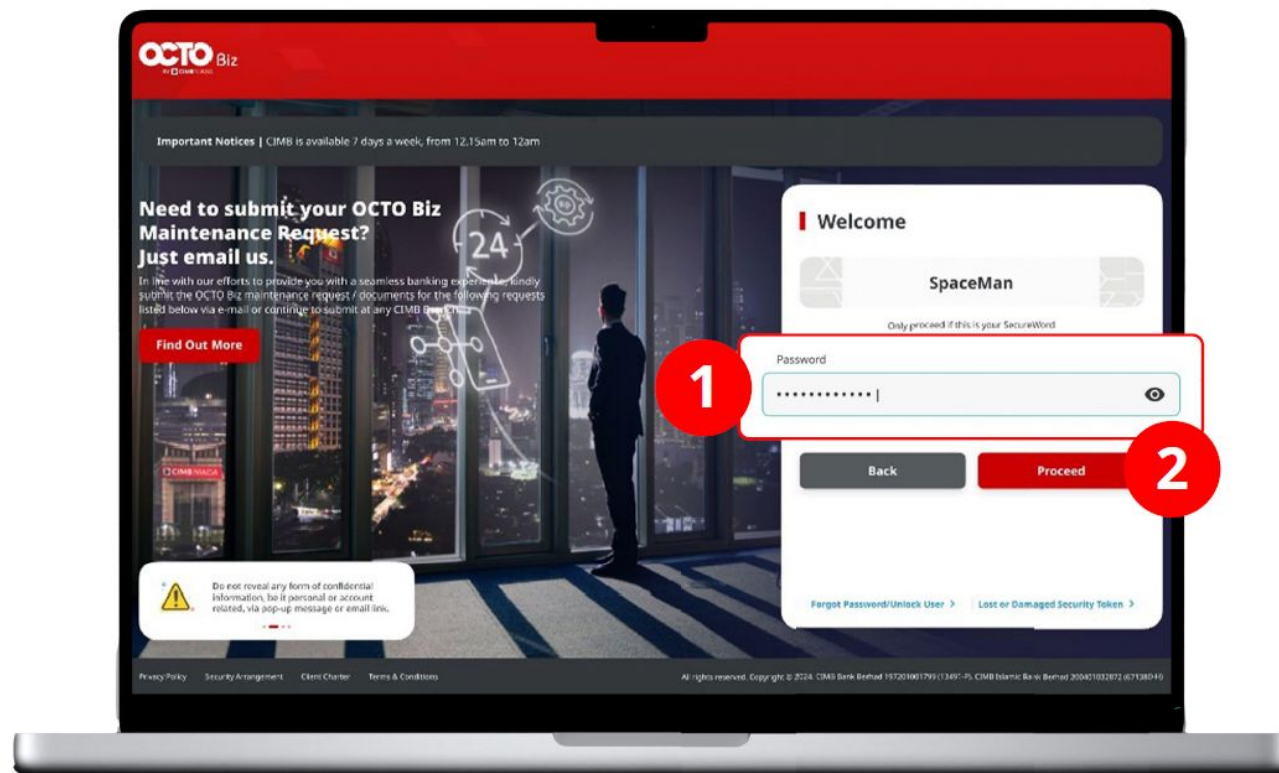
Create New Underlying Documents

Check Transaction Status

Inquiry & Listing Underlying Documents

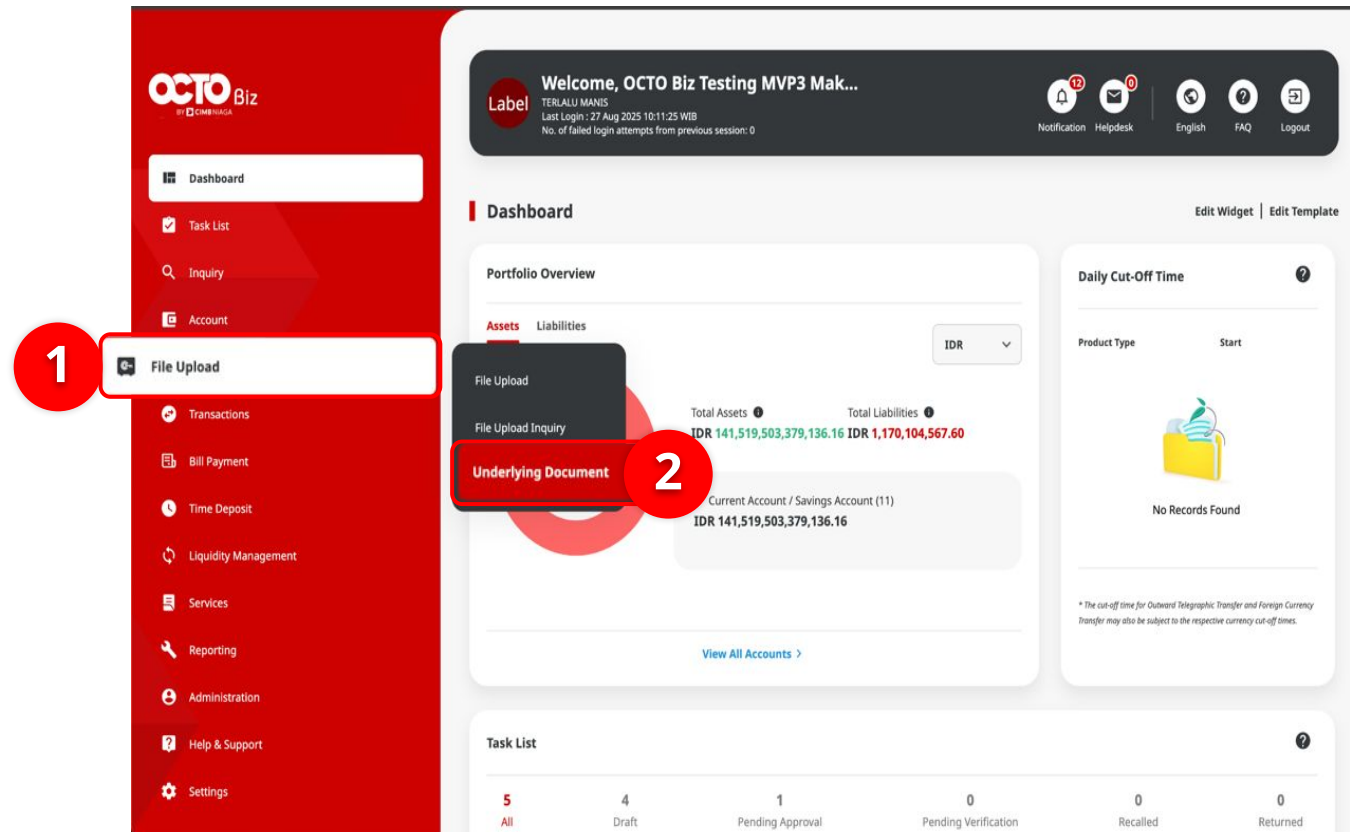


- 1 Kunjungi Website OCTO Biz di: **www.octobiz.co.id**
- 2 Masuk dengan menggunakan ***User & Company ID***
- 3 Klik ***Next***



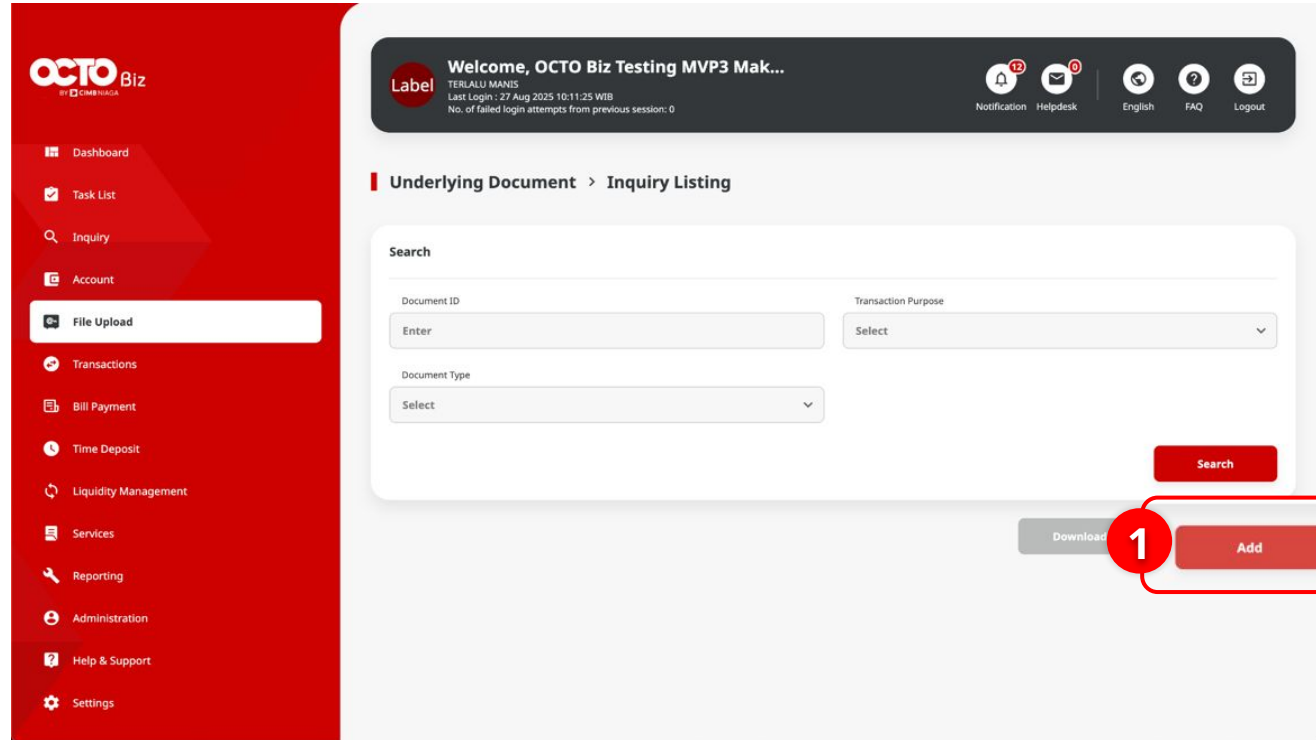
1 Isi **Password**

2 Klik **Proceed**



Sistem akan menampilkan halaman **Dashboard**

- 1 Arahkan kursor ke **File Upload**
- 2 Klik **Underlying Documents**



Sistem akan menampilkan halaman ***Underlying Documents > Inquiry & listing***

1 Klik **Add**

LANGKAH

05

MAKER

Create New Underlying Documents | Create New Underlying Documents

Menu: File Upload > Underlying Documents

Sistem akan menampilkan halaman ***Underlying Documents***

- 1 Lengkapi seluruh bagian ***mandatory***
- 2 Pilih dan ***upload file underlying documents***
- 3 Centang bagian ***deklarasi***
- 4 Jika sudah sesuai, Klik ***Proceed***

OCTO Biz

Dashboard
Task List
Inquiry
Account
File Upload
Transactions
Bill Payment
Time Deposit
Liquidity Management
Services
Reporting
Administration
Help & Support
Settings
Settings

Welcome, OCTO Biz Testing MVP3 Mak...

Notification
Helpdesk
English
FAQ
Logout

Underlying Document > Review Details

Underlying Information

Transaction Purpose	Document Type	
LF081 - Benefit Asuransi Jiwa	DOTY917 - faktur transaksi jual beli jasa	
Physical Document Number	Description	
HANA123	Testing	
Beneficiary/Destination Name	Beneficiary/Destination Country	
Testing	US - UNITED STATES	
Purchaser Name	Transaction Currency	Amount of Document
Testing	USD - US Dollar	2,000,000.00
Document Date	Expiry Date	
28 Aug 2025	31 Aug 2025	

Upload Document

File Name	Uploaded Date	Size	Created By	Action
image.jpg	28 Aug 2025	27.01KB	MAKER-OCTO Biz Testing MVP3 Maker	Download

☒ Surat Pernyataan Transaksi Valas / Electronic Statement Forex Transaction *

Berkenaan dengan transaksi yang Nasabah lakukan yaitu pembelian valuta asing terhadap Rupiah melalui transaksi Spot di atas Threshold dan menunjuk Peraturan Bank Indonesia Nomor 18/19/2016 tentang Transaksi Valuta Asing Terhadap Rupiah Antara Bank dengan Pihak Domestik atau Pihak Asing beserta perubahannya ("Peraturan"), dengan ini Nasabah menyatakan bahwa:

With regard to the Client's transactions which is purchasing foreign currency against the Rupiah through Spot transaction and referring to Bank Indonesia's Regulation Number 18/19/2016 about the Transaction of Foreign Exchange against the Rupiah between the Bank and a foreign as well as its amendments ("Regulation"), hereby the Client declares that:

- Nasabah bertanggung jawab terhadap keaslian dan kebenaran dokumen Underlying transaksi, dan secara keseluruhan tidak melakukan pembelian valuta asing terhadap Rupiah melalui transaksi Spot melebihi nilai nominal Underlying transaksi dalam sistem perbankan di Indonesia.
- Dokumen Underlying belum pernah digunakan sebagai Underlying transaksi jual beli valuta asing kepada pihak ketiga selain PT Bank CIMB Niaga Tbk (selanjutnya disebut Bank).
- Nasabah akan selalu tunduk terhadap Peraturan serta ketentuan perundang-undangan yang berlaku di Indonesia.
- Seluruh informasi dalam Surat Pernyataan ini benar dan dapat dipertanggungjawabkan oleh Nasabah.
- Dalam hal di kemudian hari ditemukan hal-hal yang tidak sesuai dengan isi Surat Pernyataan ini, segala akibat hukum yang timbul akan menjadi tanggung jawab Nasabah sepenuhnya dan Nasabah dengan ini membebaskan Bank dari segala bentuk tanggung jawab atas segala tuntutan, kewajiban, biaya dan kerugian yang mungkin timbul dikemudian hari dari manapun sebagai akibat ketidaksesuaian/ketidakbenaran pernyataan ini dan/atau informasi tersebut di atas.

In the case that in a later time it is discovered that there are things which are not in accordance with the contents of this statement, all legal consequences incurred will be the responsibility of the Client and the Client hereby releases the Bank from any kind of responsibilities against all lawsuits, obligations, costs and losses that can arise in the future from anywhere as a consequence of a mismatch / untruth of the statement and / or information mentioned above.

Note

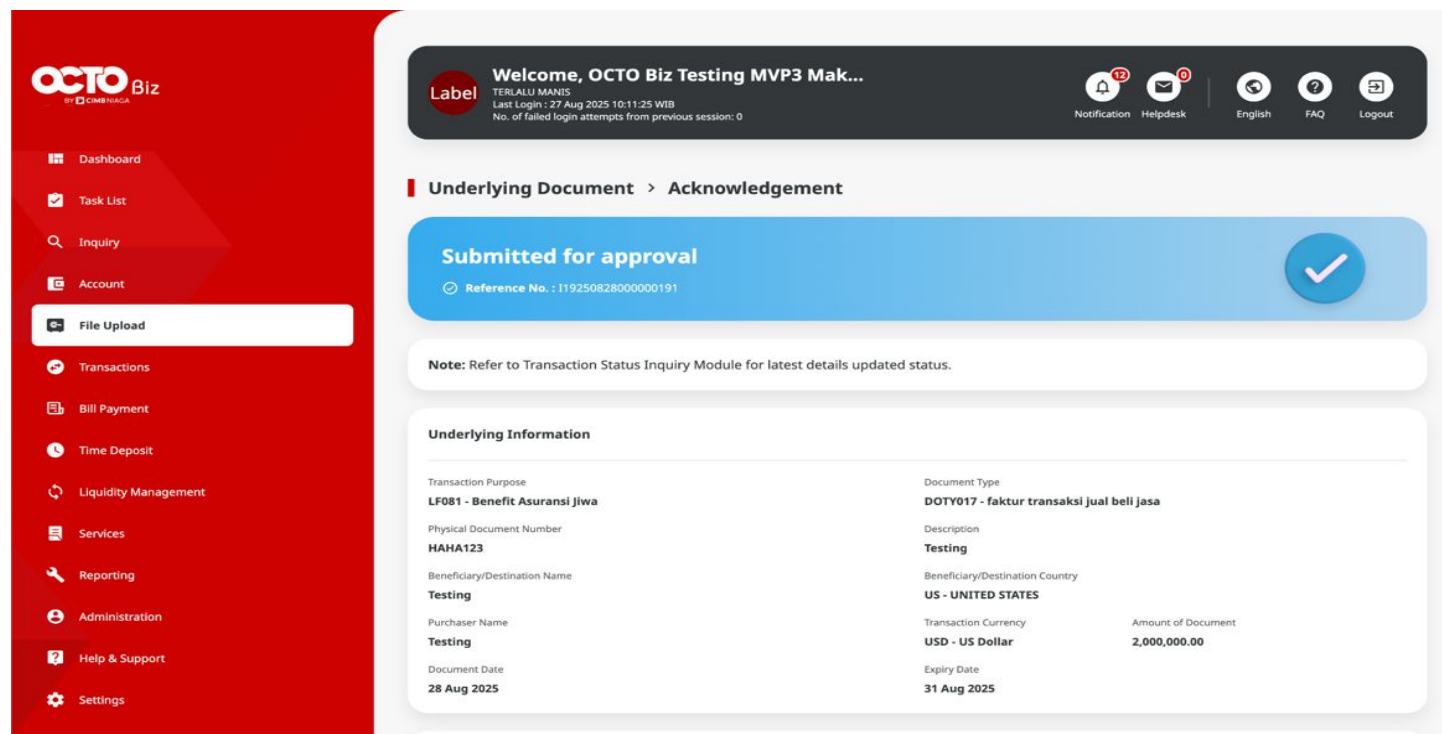
Please submit the new underlying document before 11:50 PM on business days. It can only be approved during business hours.

Back

1 Submit

Sistem akan menampilkan halaman **Review Details**,

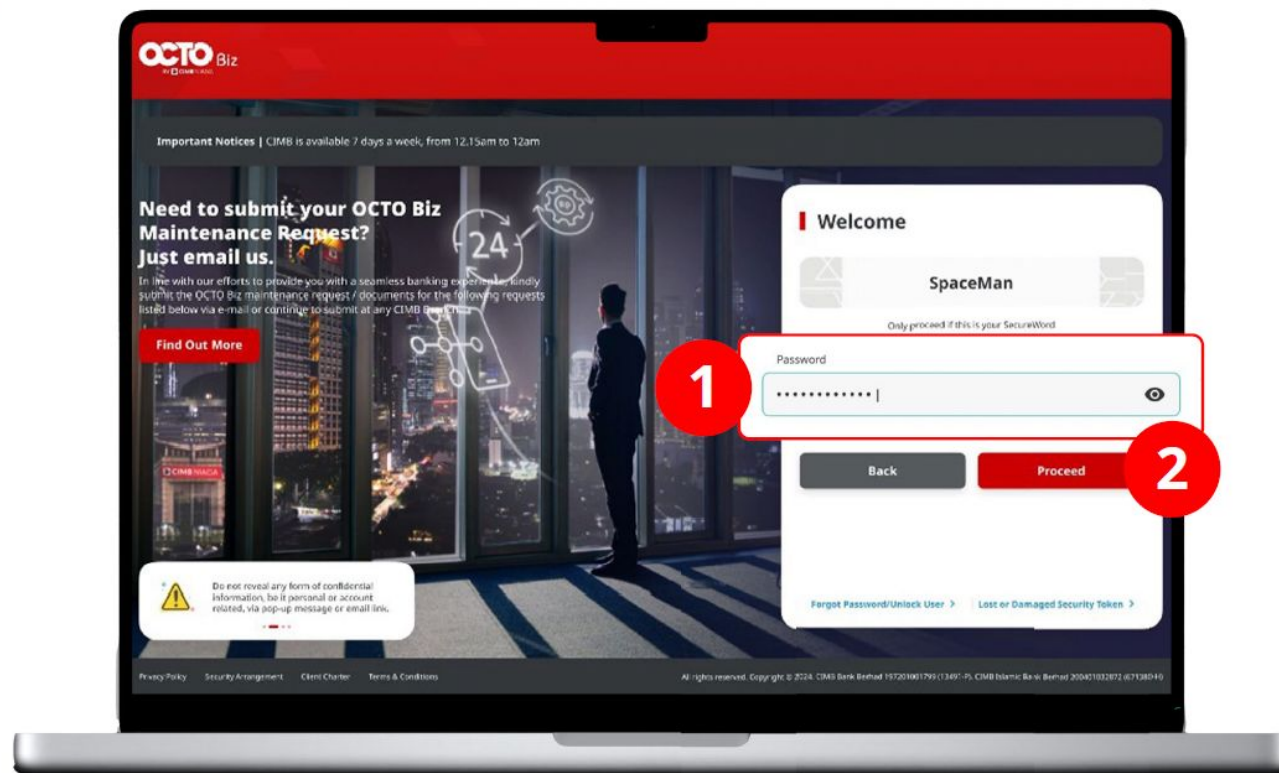
1 Jika sudah sesuai, klik **Submit**



Sistem akan **menampilkan Acknowledgement**

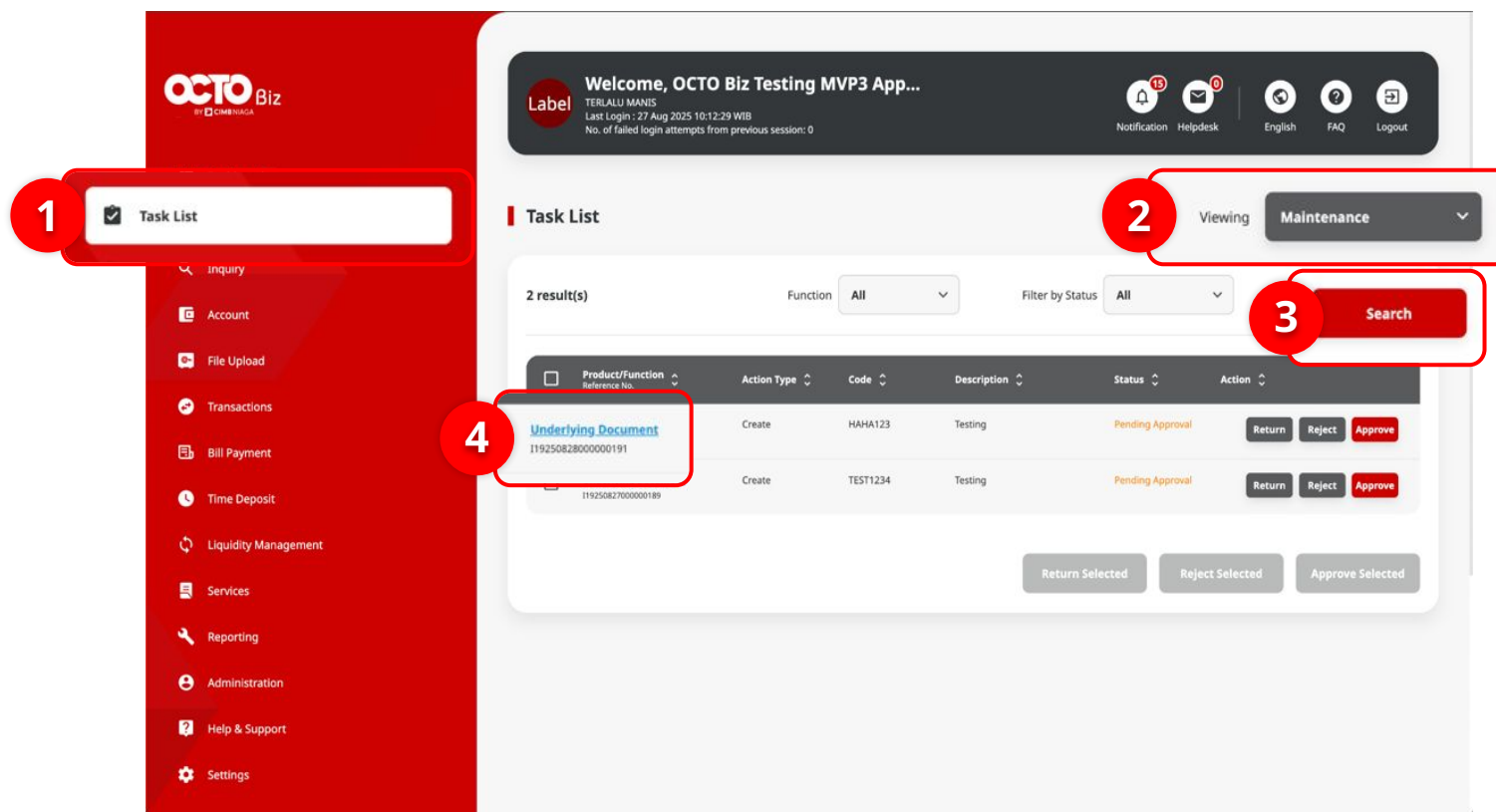


- 1 Kunjungi Website OCTO Biz di: www.octobiz.co.id
- 2 Masuk sebagai **approver** dengan menggunakan **User & Company ID**
- 3 Klik **Next**



1 Isi **Password**

2 Klik **Proceed**



Sistem akan menampilkan halaman **Dashboard**

- 1 Klik **Task List**
- 2 Pilih **Maintenance** sebagai **viewing**
- 3 Klik **Search**
- 4 Klik **hyperlink Transaksi**

LANGKAH

11

APPROVER

Welcome, OCTO Biz Testing MVP3 App...

Task List > Details

Status: Pending Approval

Creation Date: 28 Aug 2025 11:10:44 WIB

Reference No: 11925082800000191

Underlying Information

Transaction Purpose	Document Type
LF081 - Benefit Asuransi Jiwa	DOTY017 - faktur transaksi jual beli jasa
Physical Document Number	Description
HAHA123	Testing
Beneficiary/Destination Name	Beneficiary/Destination Country
Testing	US - UNITED STATES
Purchaser Name	Transaction Currency
Testing	USD - US Dollar
Document Date	Amount of Document
28 Aug 2025	2,900,000.00
	Expiry Date
	31 Aug 2025

Upload Document

3. Nasabah akan selalu tunduk terhadap Peraturan serta ketentuan perundang-undangan yang berlaku di Indonesia.
The Client will always be subject to Regulations and the provisions of the laws that are in effect in Indonesia.
4. Seluruh informasi dalam Surat Pernyataan ini benar dan dapat dipertanggungjawabkan oleh Nasabah.
All information in the Statement Letter are true and verifiable by the Client.
5. Dalam hal di kemudian hari ditemukan hal-hal yang tidak sesuai dengan isi Surat Pernyataan ini, segala akibat hukum yang timbul akan menjadi tanggung jawab Nasabah sepenuhnya dan Nasabah dengan ini membebaskan Bank dari segala bentuk tanggung jawab atas segala tuntutan, kewajiban, biaya dan kerugian yang mungkin timbul dikemudian hari dari manapun sebagai akibat ketidaksesuaian/ketidakebenaran pernyataan ini dan/atau informasi tersebut di atas.
In the case that in a later time it is discovered that there are things which are not in accordance with the contents of this statement, all legal consequences incurred will be the responsibility of the Client and the Client hereby releases the Bank from any kind of responsibilities against all lawsuits, obligations, costs and losses that can arise in the future from anywhere as a consequence of a mismatch / untruth of the statement and / or information mentioned above.

Note

Please submit the new underlying document before 11:50 PM on business days. It can only be approved during business hours.

User Activities

User	Activities	Date / Time	Remark
OCTO Biz Testing MVP3 Maker	Submit	28 Aug 2025 11:10:40 WIB	-

Remarks

Remarks

Enter

Remember 100 characters

Back

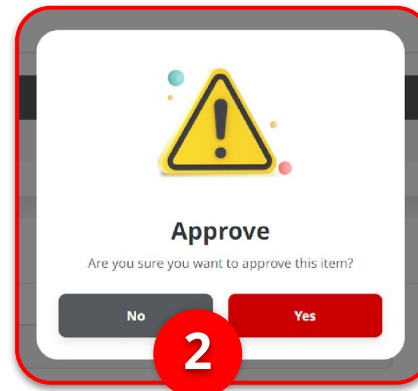
Reject

Return

Approve

Create New Underlying Documents | Create New Underlying Documents

Menu: File Upload > Underlying Documents



Tinjau ulang transaksi yang telah di kirim **maker**,

1 Jika sudah sesuai, klik **Approve**

2 Klik **Yes**

LANGKAH

12

APPROVER

Secure Token (Software) X

Approve Transaction

Time Remaining : 49 Second(s)

Reference No. T19250828000000191

Company ID TESTINGMVP3

User ID APPROVER

Date and Time 28 Aug 2025 11:14:28 WIB

Transaction Purpose LF081 - Benefit Asuransi Jiwa

Document Type DOTY017 - faktur transaksi jual beli jasa

Physical Document Number HAHA123

Description Testing

Beneficiary / Destination Name Testing

Beneficiary / Destination Country UNITED STATES

Purchaser Name Testing

Amount of Document USD 2,000,000.00

Document Date 28 Aug 2025

Expiry Date 31 Aug 2025

Note
If you did not perform this transaction, please call our Business Call Centre immediately for assistance.
14042 (Local)
+6221.80655111 (Overseas)
Monday to Friday from 8:30 AM - 5:30 PM
Jakarta Time
(excluding weekend and Public Holidays).

Reject Approve **1**

Secure Token (Software) X

Enter PIN

Please enter a 6-digit PIN.

○ ○ ○ ○ ○ ○

Reject Approve **2**

1 2 ABC 3 DEF
4 GHI 5 JKL 6 MNO
7 PQRS 8 TUV 9 WXYZ
0 Done

Secure Token

Successful

Your approval request has been verified.

You may now return to the OCTO Biz to continue with your banking activities.

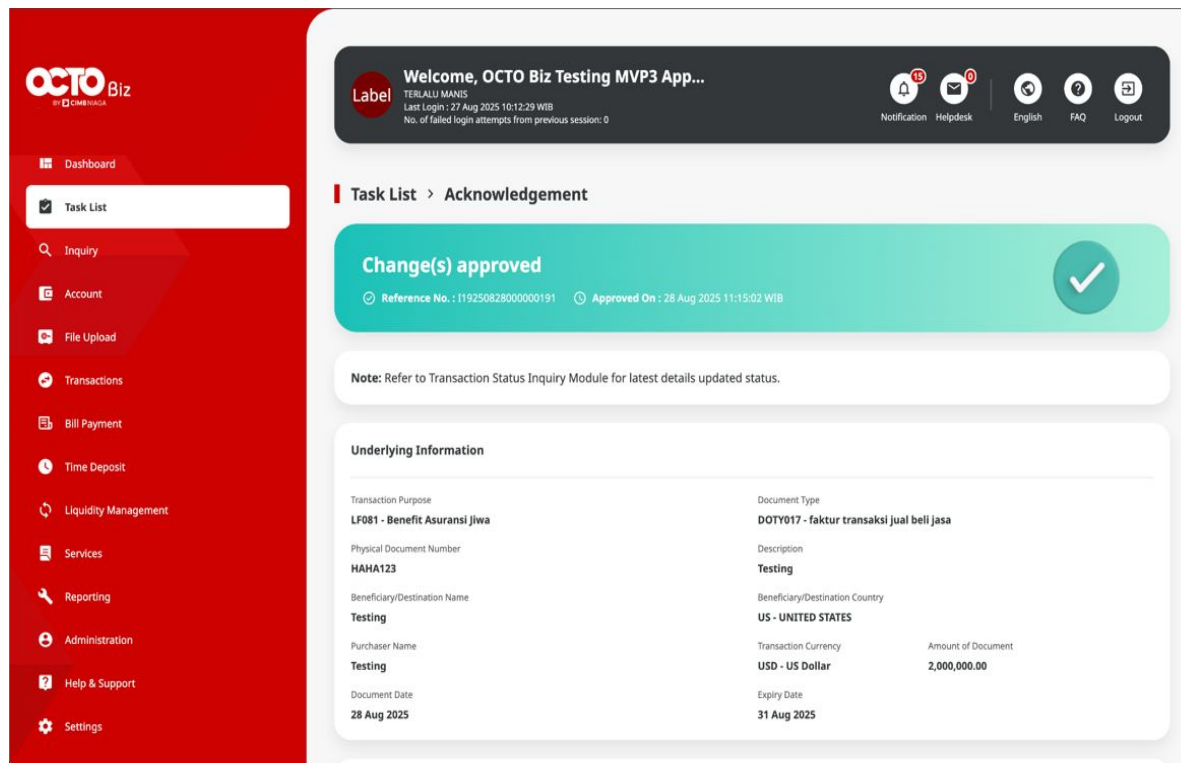
3 Done

Create New Underlying Documents | Create New Underlying Documents

Menu: File Upload > Underlying Documents

Sistem akan menampilkan notifikasi pada **ponsel**

- 1 Jika sudah sesuai, klik **Approve**
- 2 Masukkan **pin transaksi**
- 3 Jika berhasil, sistem akan menampilkan **halaman acknowledgement**



Pada **website** juga sistem akan menampilkan
Halaman Acknowledgement

Transaction

New Underlying Documents

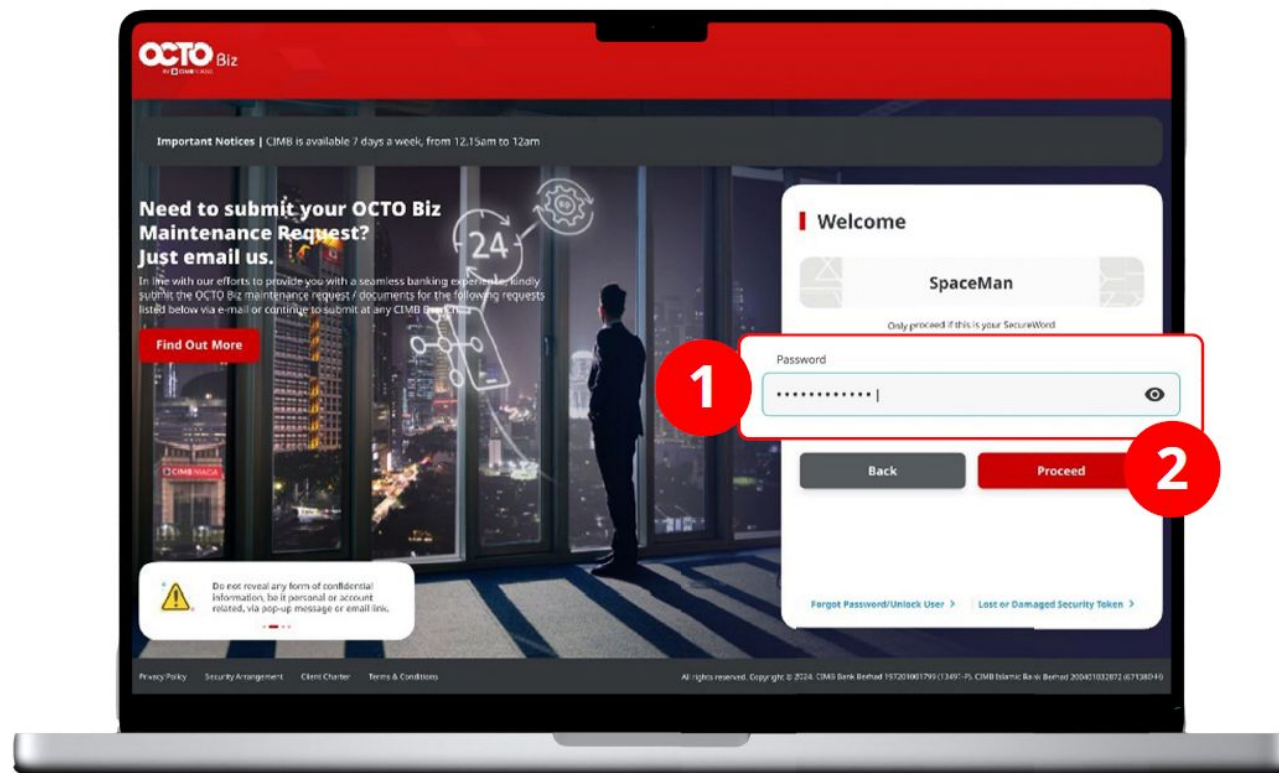
Create New Underlying Documents

Check Transaction Status

Inquiry & Listing Underlying Documents

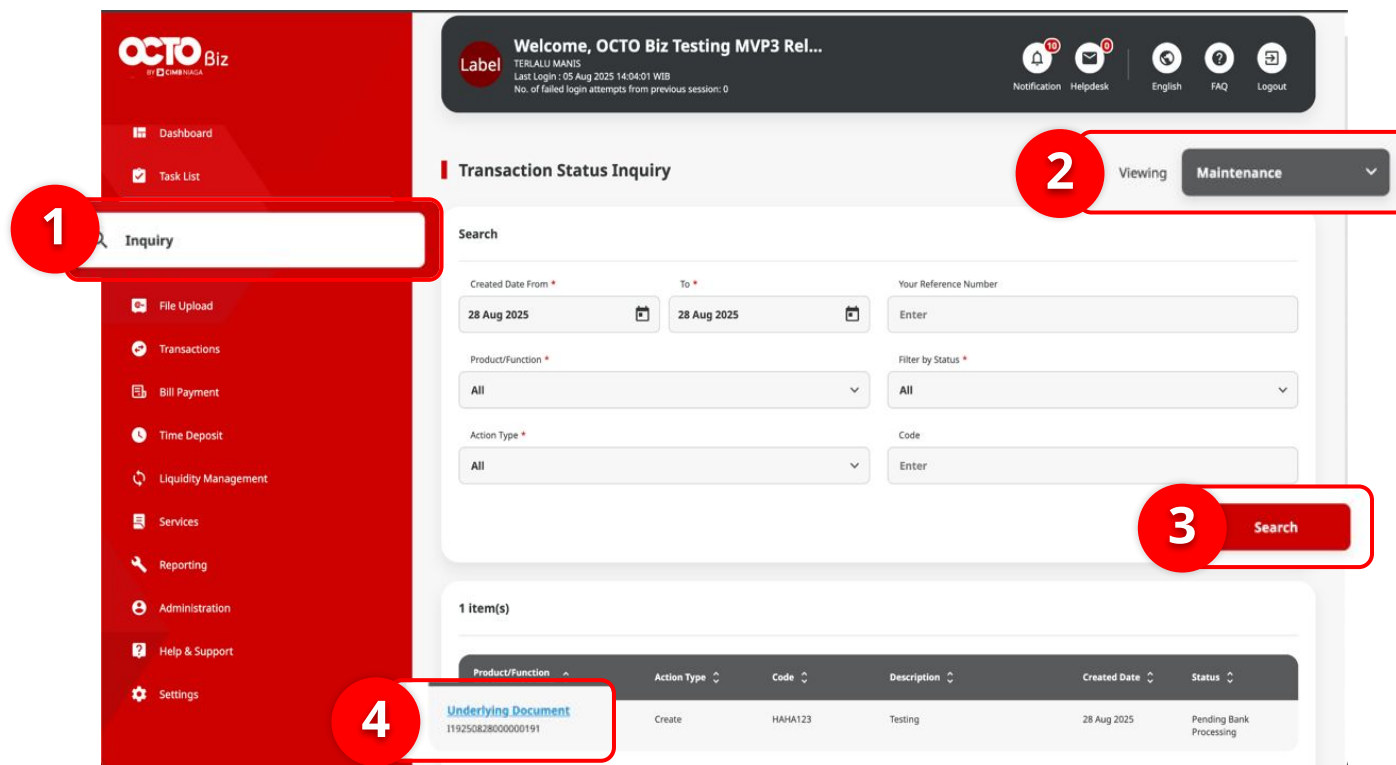


- 1 Kunjungi Website OCTO Biz di: **www.octobiz.co.id**
- 2 Masuk dengan menggunakan ***User & Company ID***
- 3 Klik ***Next***



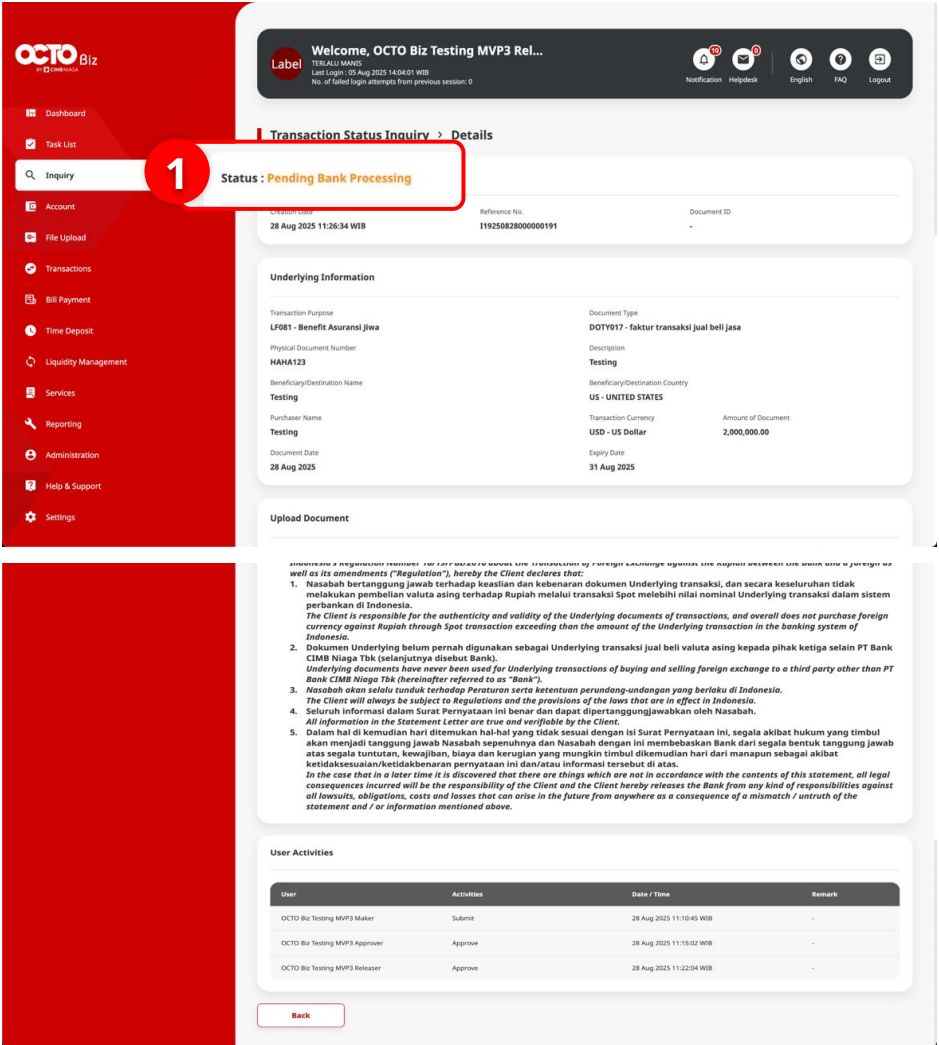
1 Isi **Password**

2 Klik **Proceed**



Sistem akan menampilkan halaman **Dashboard**

- 1 Arahkan kursor ke **Inquiry**
- 2 Pilih **Maintenance** sebagai **viewing**
- 3 Klik **Search**
- 4 Sistem akan menampilkan **listing**, klik **hyperlink**



Sistem akan menampilkan halaman **Details**

1 User dapat **memantau** status **approval Underlying Documents**

Transaction

New Underlying Documents

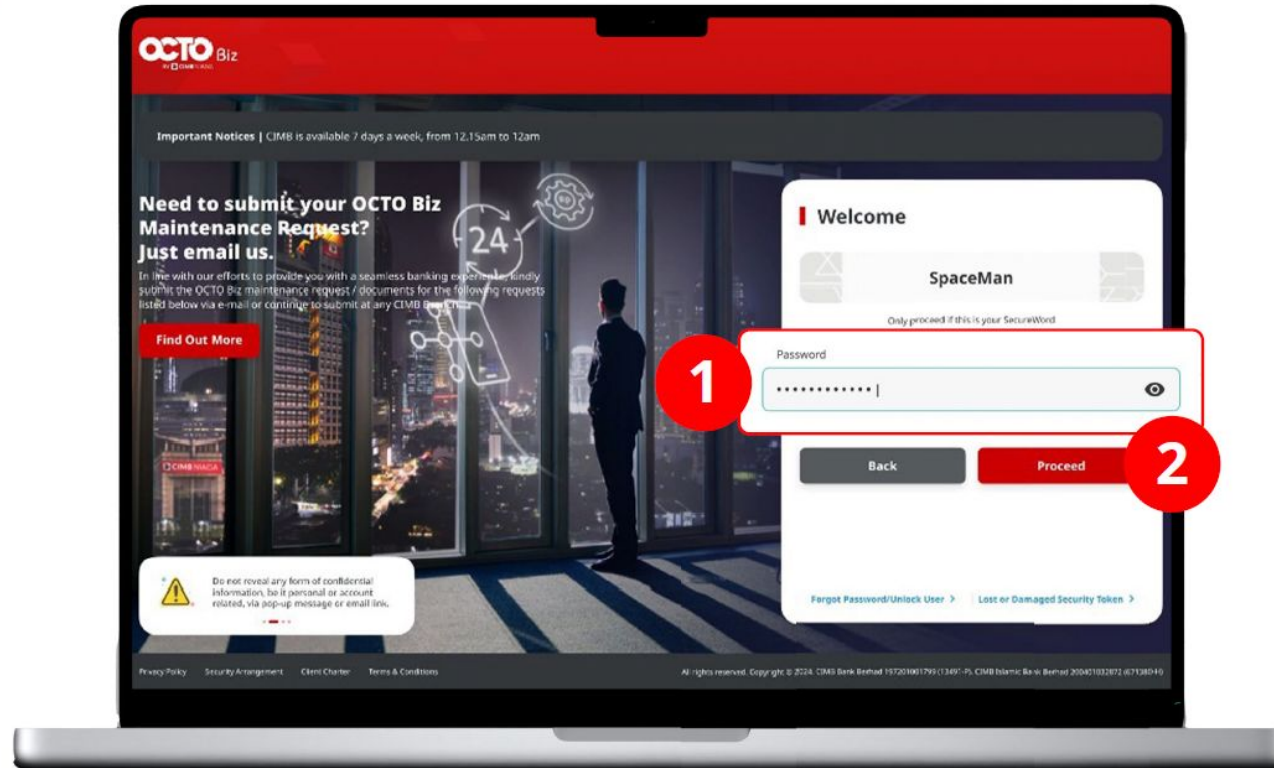
Create New Underlying Documents

Check Transaction Status

Inquiry & Listing Underlying Documents

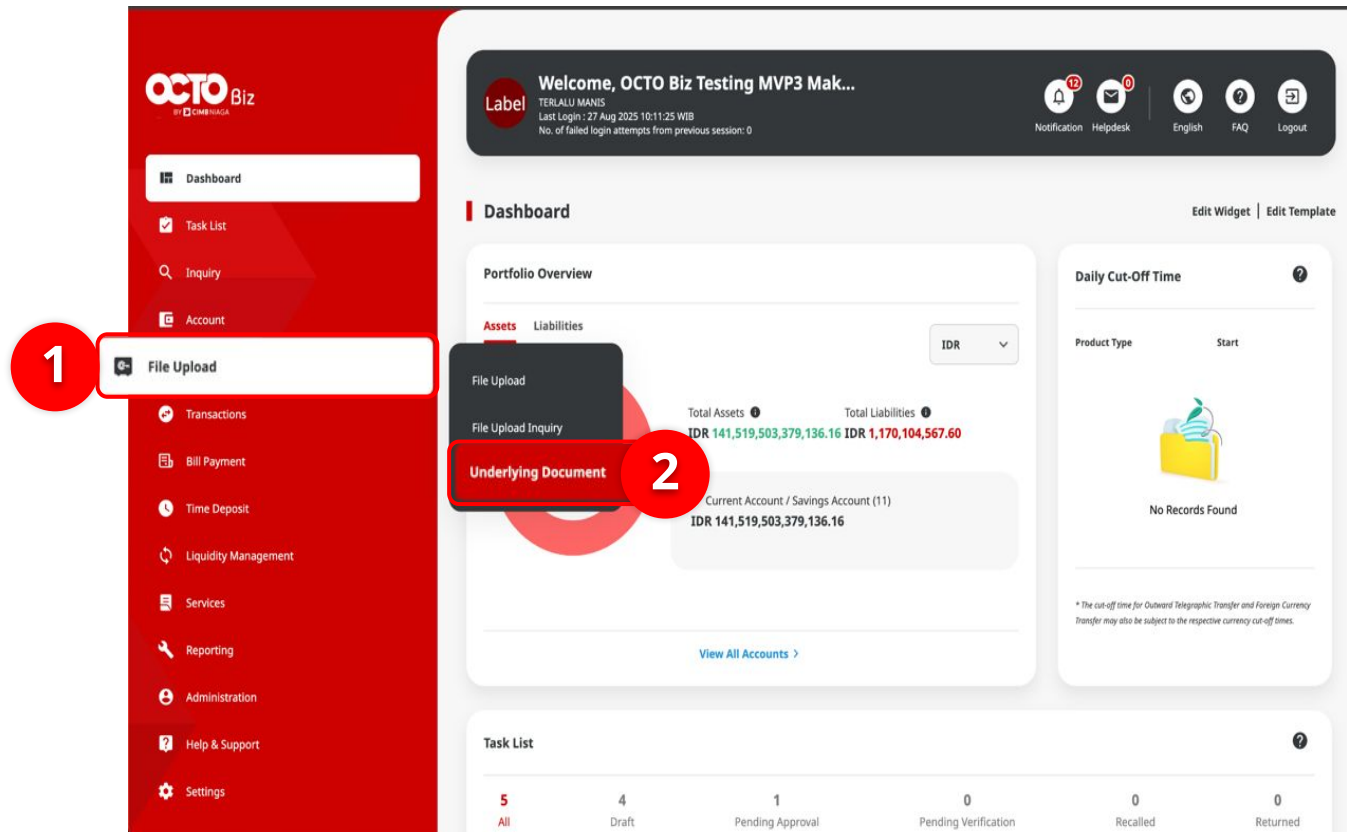


- 1 Kunjungi Website OCTO Biz di: www.octobiz.co.id
- 2 Masuk dengan menggunakan **User & Company ID**
- 3 Klik **Next**



1 Isi **Password**

2 Klik **Proceed**

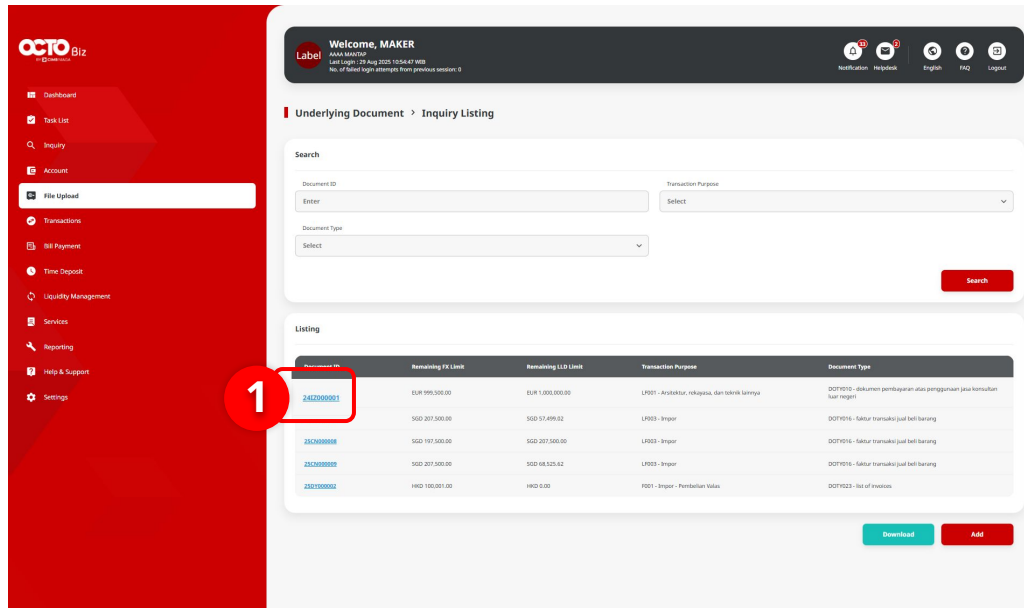


Sistem akan menampilkan halaman **Dashboard**

- 1 Arahkan kursor ke **File Upload**
- 2 Klik **Underlying Documents**

Sistem akan menampilkan halaman ***Underlying Documents > Inquiry & listing***

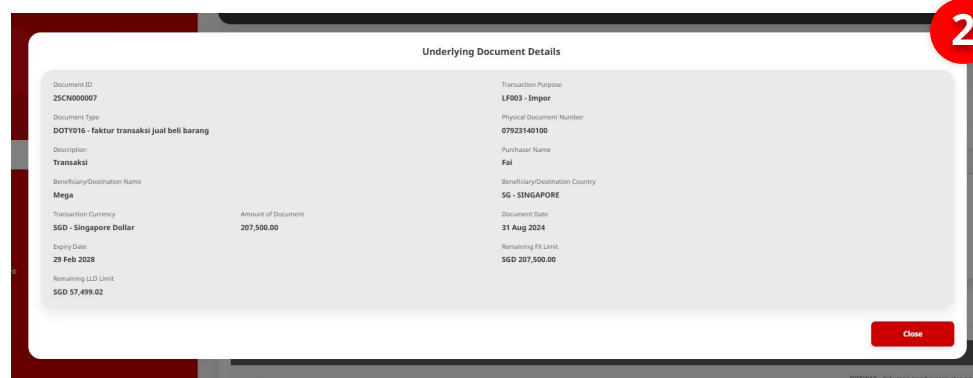
- 1 Lengkapi ***field*** yang ingin dicari
- 2 Klik ***Search***



Sistem akan menampilkan **Listing**

1 Klik **hyperlink** yang dituju

2 Sistem akan menampilkan **detail underlying documents**





OCTO Biz
BY  **CIMB NIAGA**

