

The OCTO Biz logo, with 'OCTO' in a large, bold, white sans-serif font and 'Biz' in a smaller, white sans-serif font.

Transaction

Create Tax Billing ID & Payment

Mobile

TUTORIALOCTOBIZ2025

KEJAR MIMPI

Transaction

Create Tax Billing ID & Payment

Create Tax Billing ID & Payment - Fungsi ini adalah mode pembayaran bagi Nasabah untuk membuat ID penagihan pajak dan melakukan pembayaran pajak secara bersamaan.

- Termasuk mengunduh *Receipt* melalui TSI
- Kirim dan tarik kembali email + Receipt
- Laporan MPN bar

03

**Create
Transaction**

19

**Approve
Transaction**

Create Tax Billing ID & Payment

Create Transaction

Maker-Approver Flow

Single-Access User

Create Tax Billing ID & Payment

Create Transaction

Maker-Approver Flow

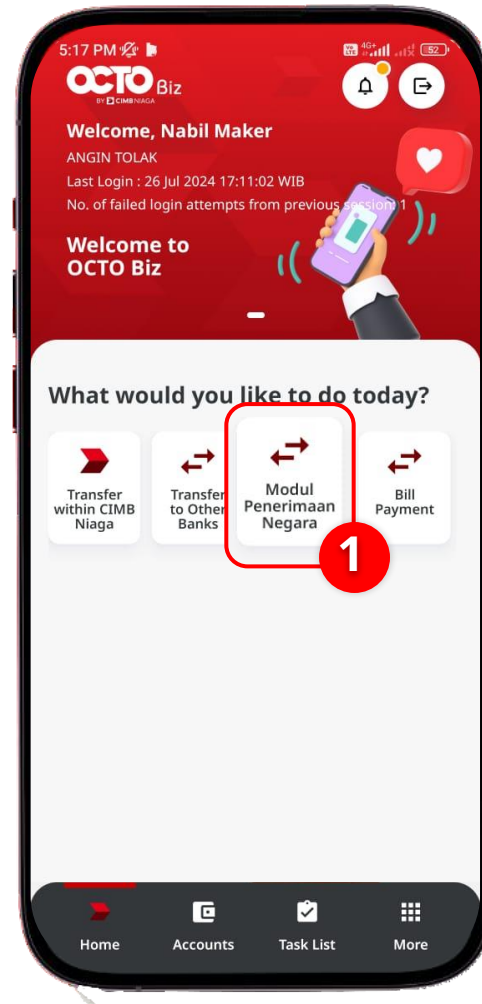
Single-Access User



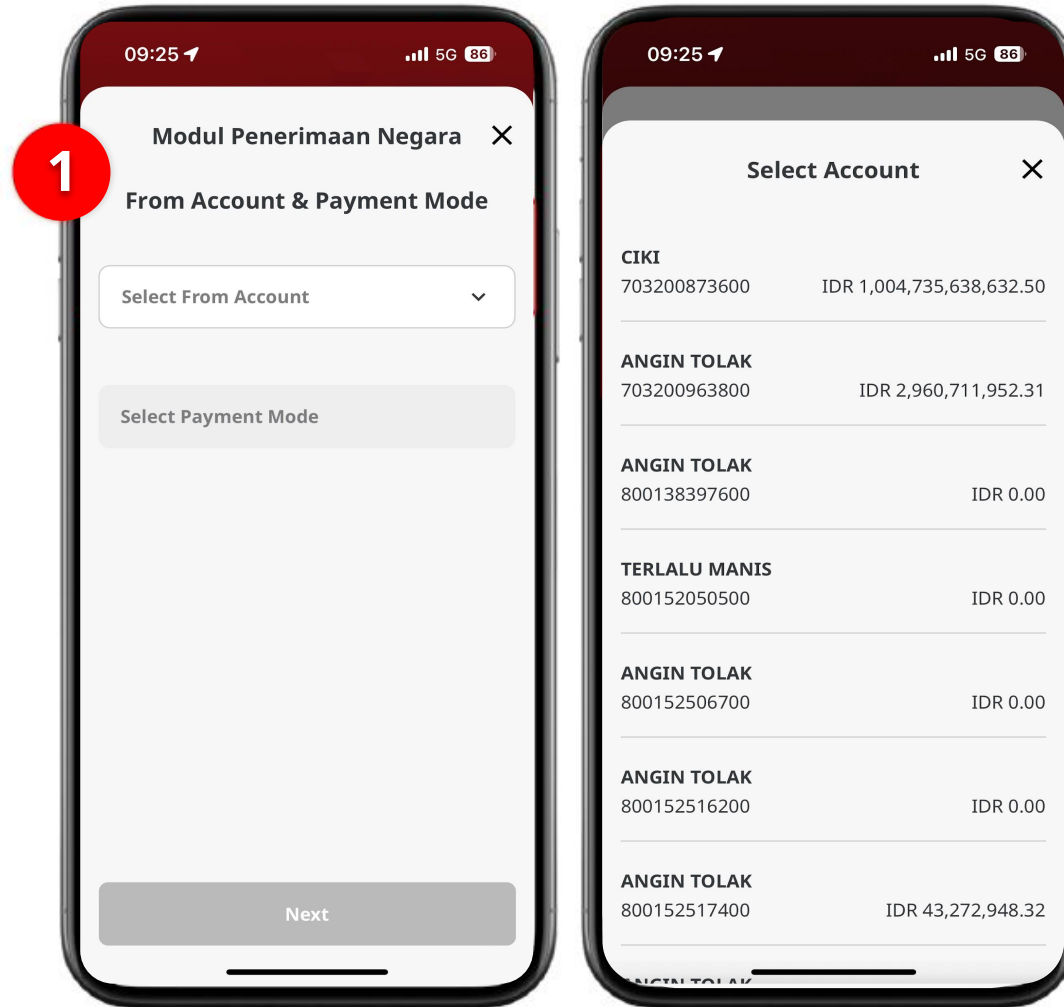
1 Klik **Password Login**

2 Masukkan **Password**

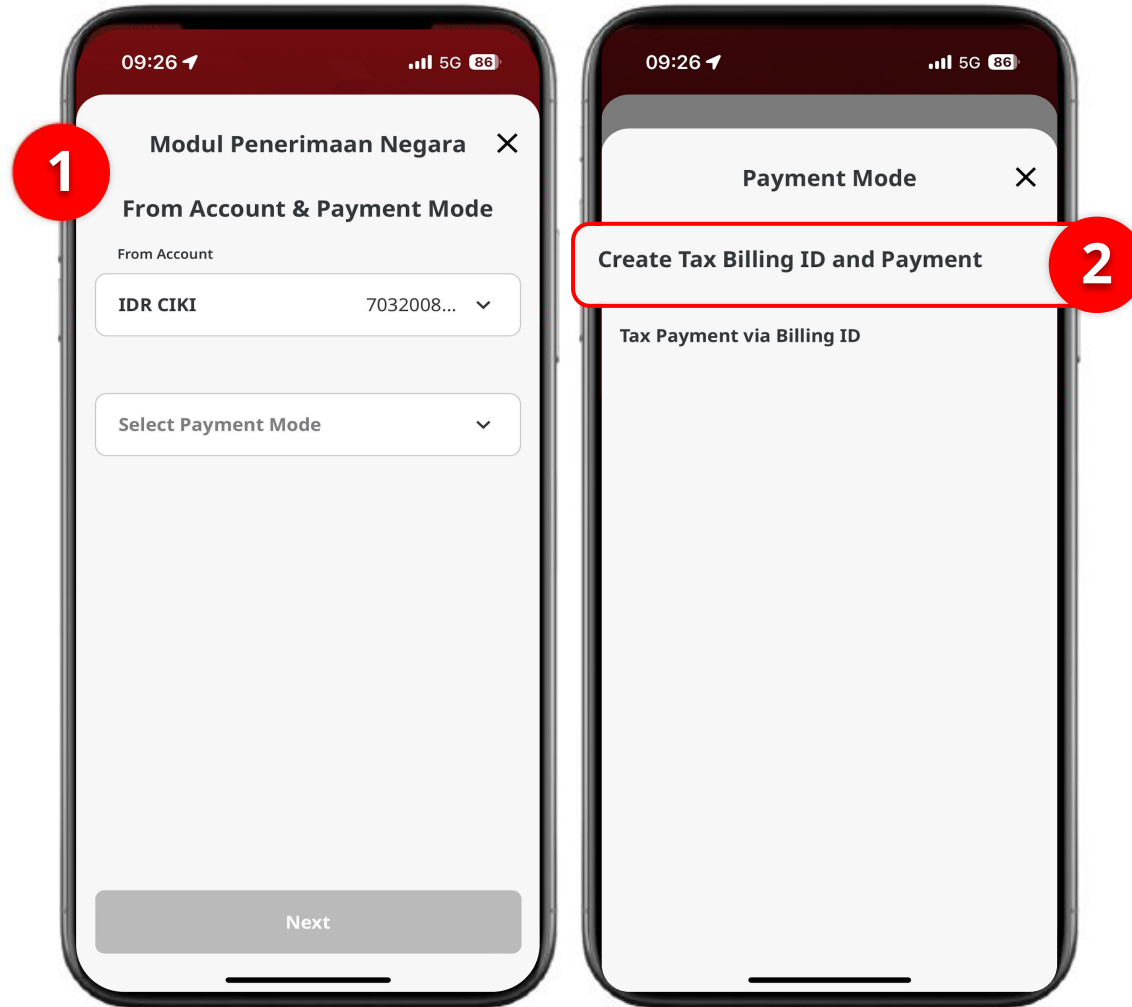
3 Klik **Proceed**



1 Klik *Modul Penerimaan Negara*



1 Pilih **From Account** dan Pilih Sumber Dana



- 1 Pilih *Payment Mode*
- 2 Pilih **Create Tax Billing ID & Payment**

The screenshots illustrate the 'Create Tax Billing ID and Payment' process in the OCTO Biz app. The first screen shows the 'Modul Penerimaan Negara' with a 'New Transfer' button. The second screen shows the 'Create Tax Billing ID and Payment' screen with an 'Amount' field. The third screen shows the 'Create Tax Billing ID and Payment' screen with 'Transaction Details' including NPWP, Tax Account Code, Deposit Type, and Tax Period From. The fourth screen shows the 'Create Tax Billing ID and Payment' screen with a 'Next' button.

- 1 Klik **New Transfer**
- 2 Masukkan **Amount**
- 3 Lengkapi **Transaction Details**
- 4 Klik **Next**

09:27 5G 86

← Confirmation X

Amount
IDR 5,000.00

From IDR CIKI
703200873600

Payment Mode Create Tax Billing ID and Payment

Payment Date 24 Jul 2024

NPWP 1091031210910452

Tax Payer Name Kongsu Dua

Tax Payer Address Jalan Yogyakarta Bahagia
Selalu, RT001/RW002,
SIDOMULYO, BAMBANG

Tax Account Code 411211 - Domestic VAT

Deposit Type 107 - VAT for Delivery of Taxable
Goods from Free Trade Zone

Total Amount IDR 5,000.00

Save As Draft **1** Submit

09:28 5G 86

Submitted For Approval

Transaction Summary
IDR 5,000.00
24 Jul 2024 08:27:57 WIB

Reference No. ITI240724000000199

From IDR CIKI
703200873600

Payment Mode Create Tax Billing ID and Payment

Payment Date 24 Jul 2024

NPWP 1091031210910452

Save To Tax List

2 Done

- 1 Sistem akan menampilkan **Halaman Confirmation**, Klik **Submit**
- 2 Sistem Lalu menampilkan **Halaman Acknowledgement**, Klik **Done**

Langkah melakukan Approve Transaction Kunjungi Halaman:

20 Mobile Token

26 Hard Token

Create Tax Billing ID & Payment

Create Transaction

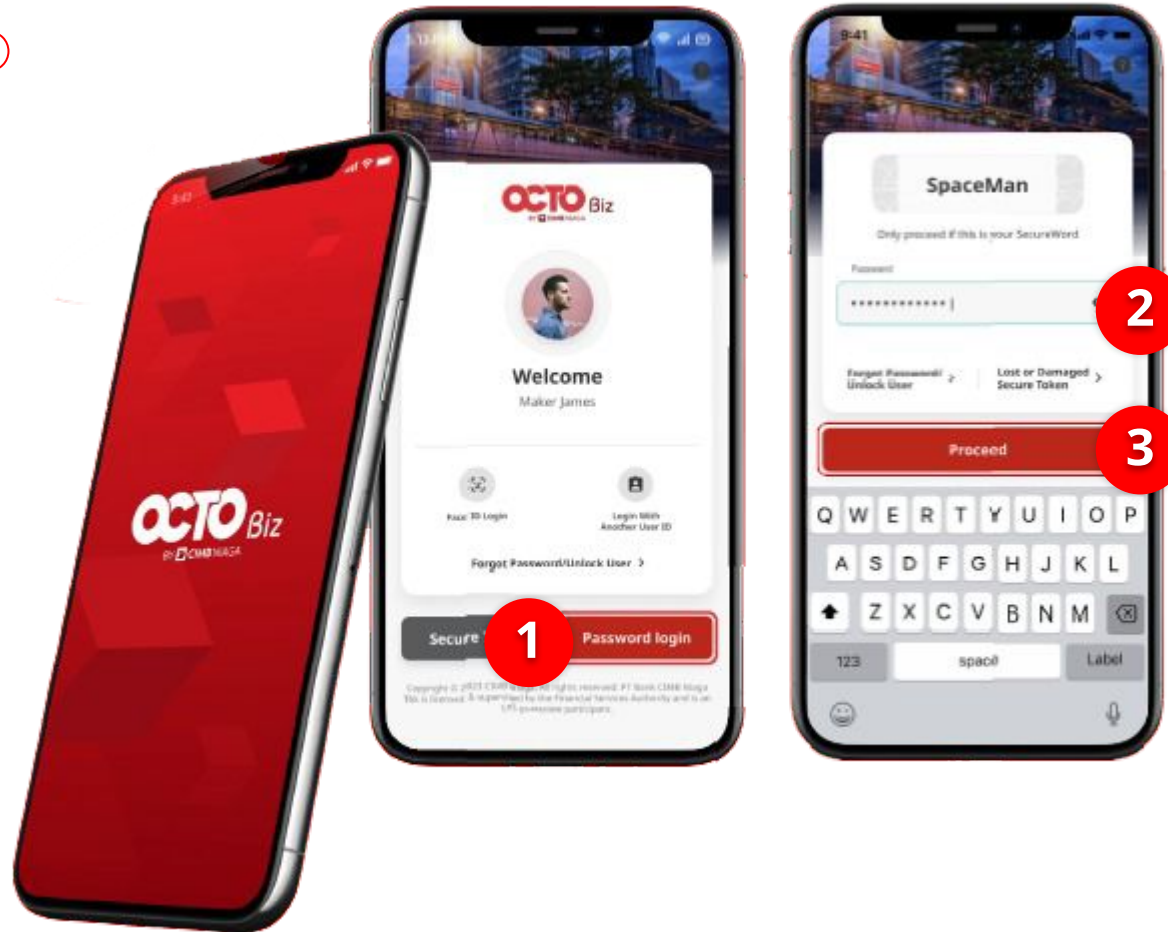
Maker-Approver Flow

Single-Access User

LANGKAH

01

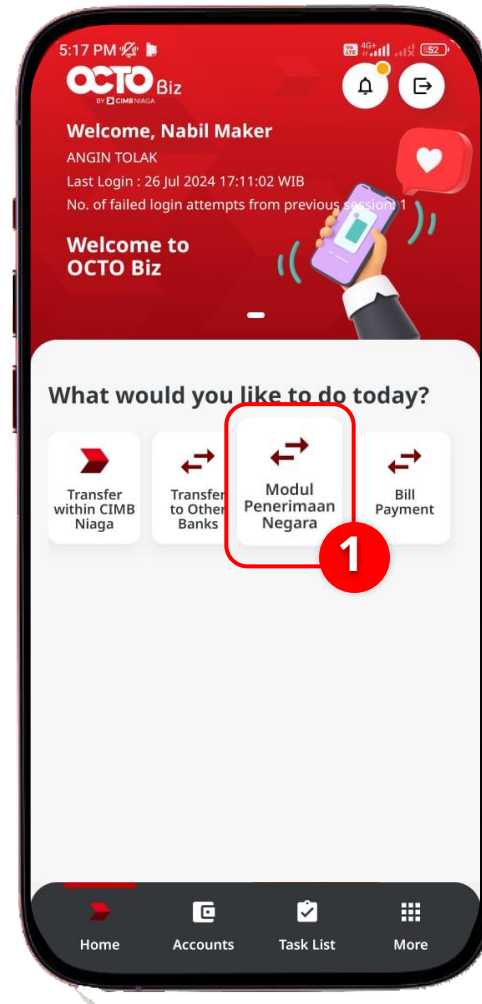
USER SAU



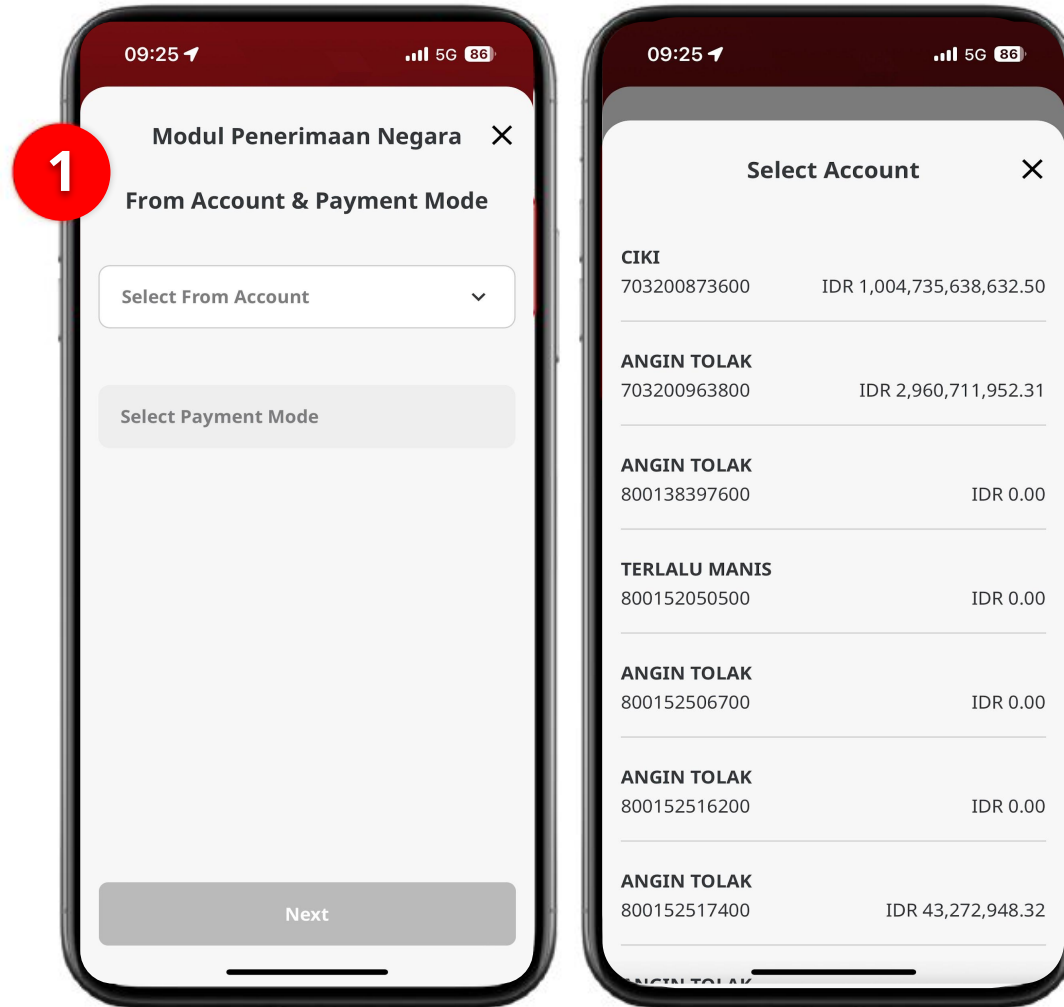
Single-Access User | Create Tax Billing ID & Payment

Menu: Modul Penerimaan Negara

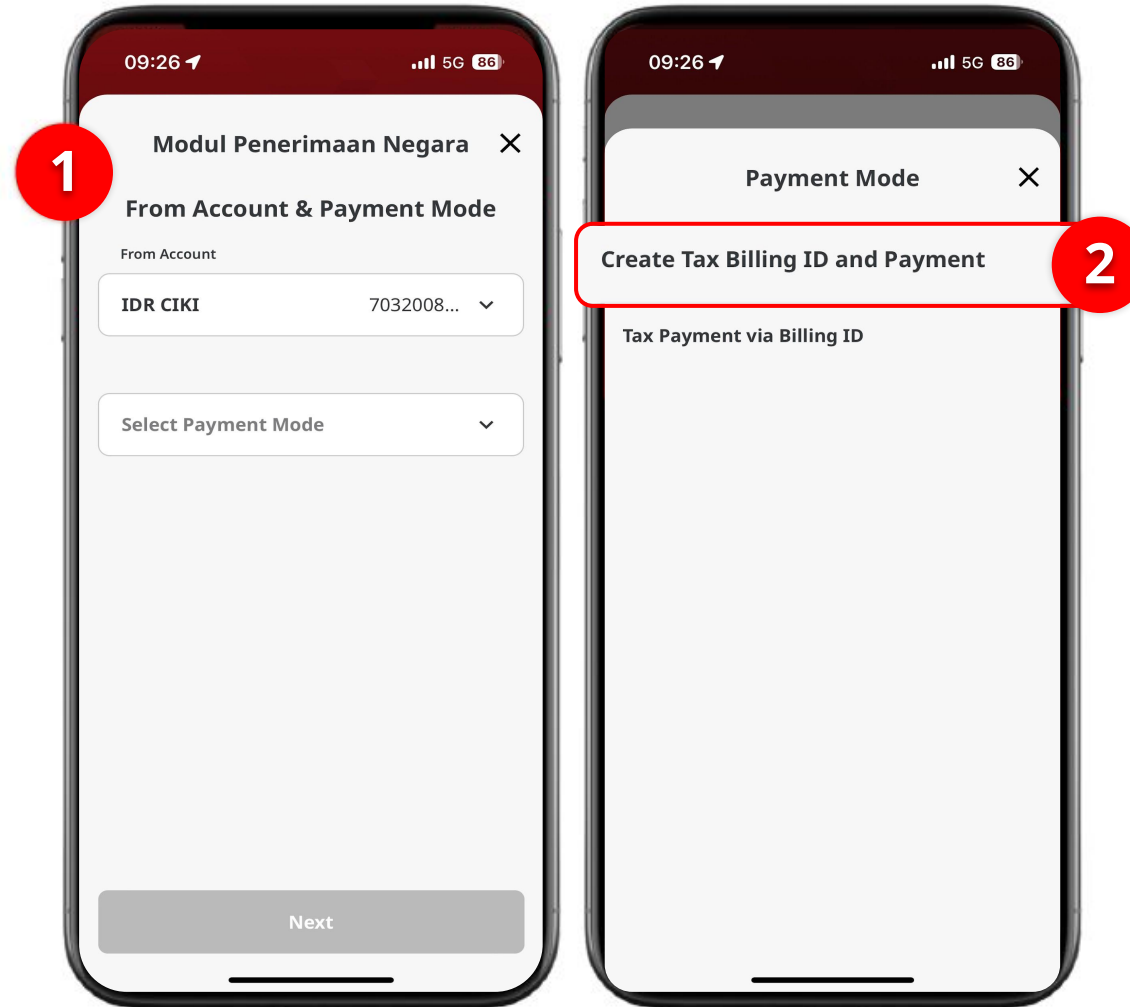
- 1 Klik **Password Login**
- 2 Masukkan **Password**
- 3 Klik **Proceed**



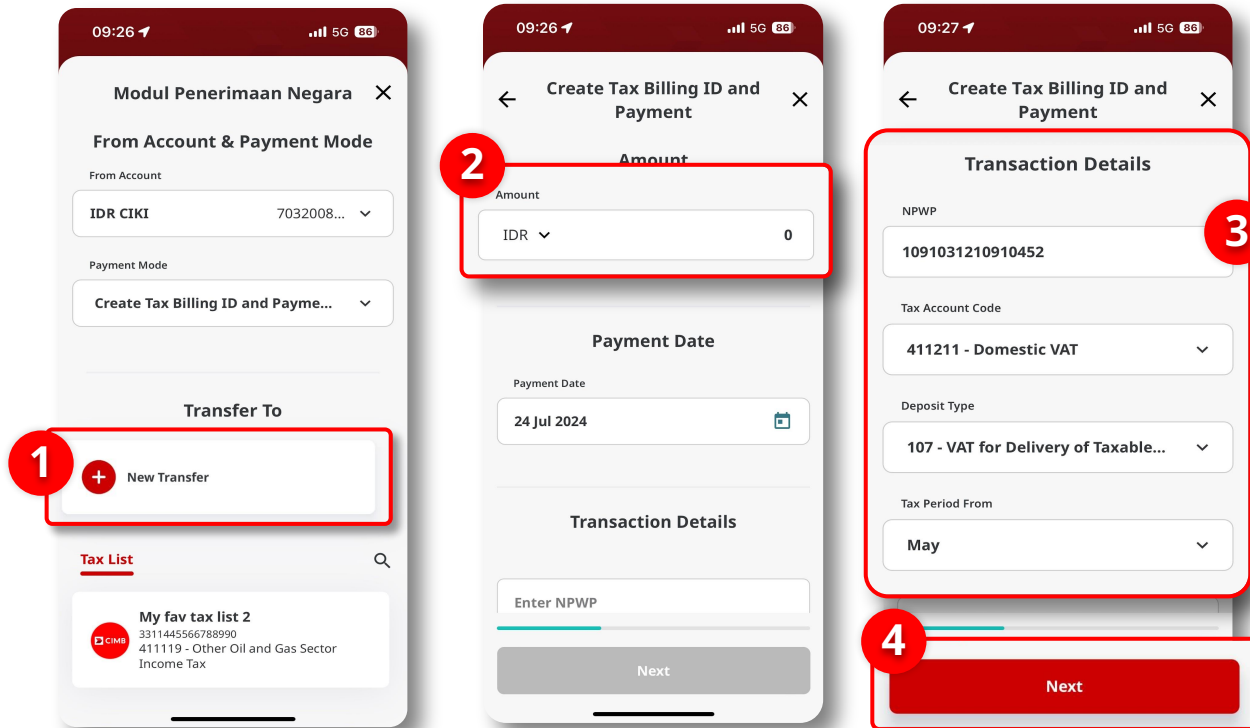
1 Klik **Modul Penerimaan Negara**



1 Pilih **From Account** dan Pilih Sumber Dana



- 1 Pilih ***Payment Mode***
- 2 Pilih **Create Tax Billing ID & Payment**



- 1 Klik **New Transfer**
- 2 Masukkan **Amount**
- 3 Lengkapi **Transaction Details**
- 4 Klik **Next**

09:27 5G 86

← Confirmation X

Amount
IDR 5,000.00

From IDR CIKI
703200873600

Payment Mode Create Tax Billing ID and Payment

Payment Date 24 Jul 2024

NPWP 1091031210910452

Tax Payer Name Kongsu Dua

Tax Payer Address Jalan Yogyakarta Bahagia
Selalu, RT001/RW002,
SIDOMULYO, BAMBANG

Tax Account Code 411211 - Domestic VAT

Deposit Type 107 - VAT for Delivery of Taxable
Goods from Free Trade Zone

Total Amount IDR 5,000.00

Save As Draft Submit

09:54 5G 83

Secure Token (Software) X

Approve Transaction

Time Remaining : 59 Second(s)

Company ID ZKCORP

User ID WSAPPROVER2

Date and Time 24 Jul 2024 08:27:57 WIB

Tax Payer Name Kongsu Dua

NPWP 1091031210910452

From Account IDR 703200873600
CIKI

Payment Date 24 Jul 2024

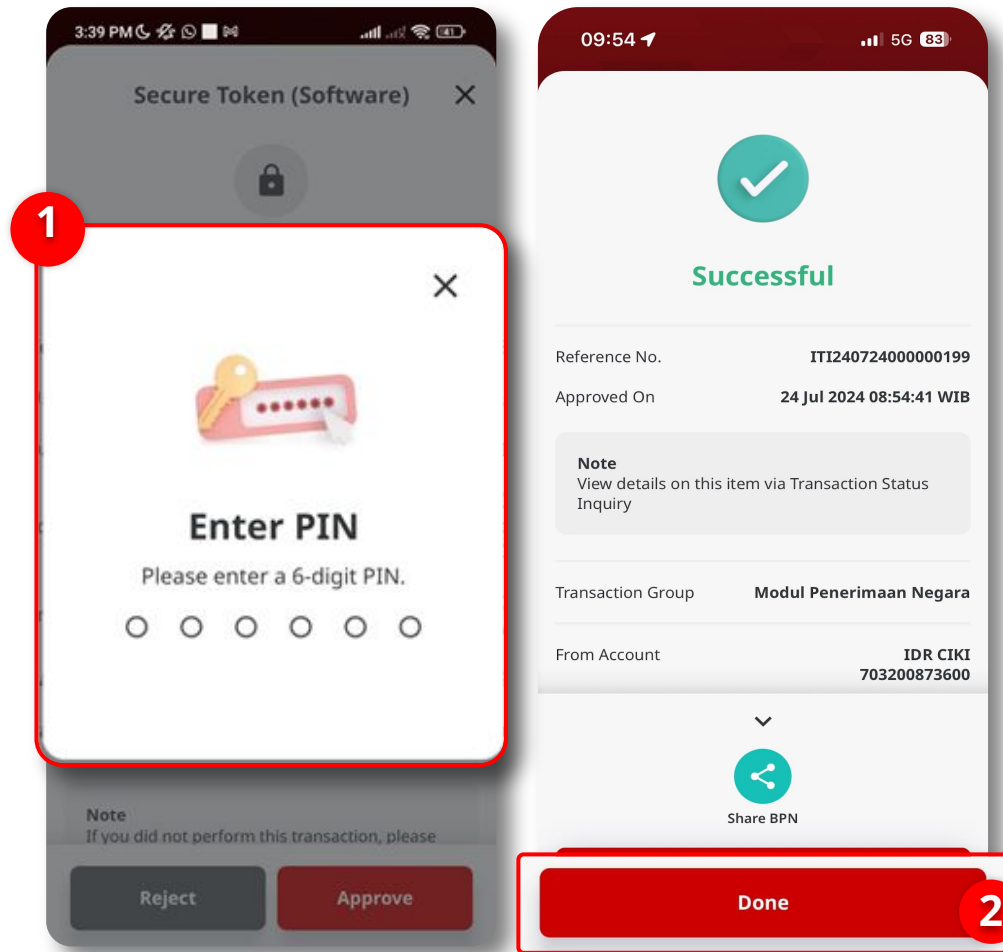
Payment Mode Create Tax Billing ID and Payment

Amount IDR 5,000.00

Note

Reject Approve

- 1 Sistem akan menampilkan **Halaman Confirmation**, Klik **Submit**
- 2 Sistem Lalu menampilkan **Halaman Approve Transaction**, Klik **Approve**



1 Masukan **6-Digit Pin**

2 Jika Transaksi Sukses, Sistem akan menampilkan Halaman Successful, Klik **Done**

Create Tax Billing ID & Payment

Approve Transaction

Mobile Token

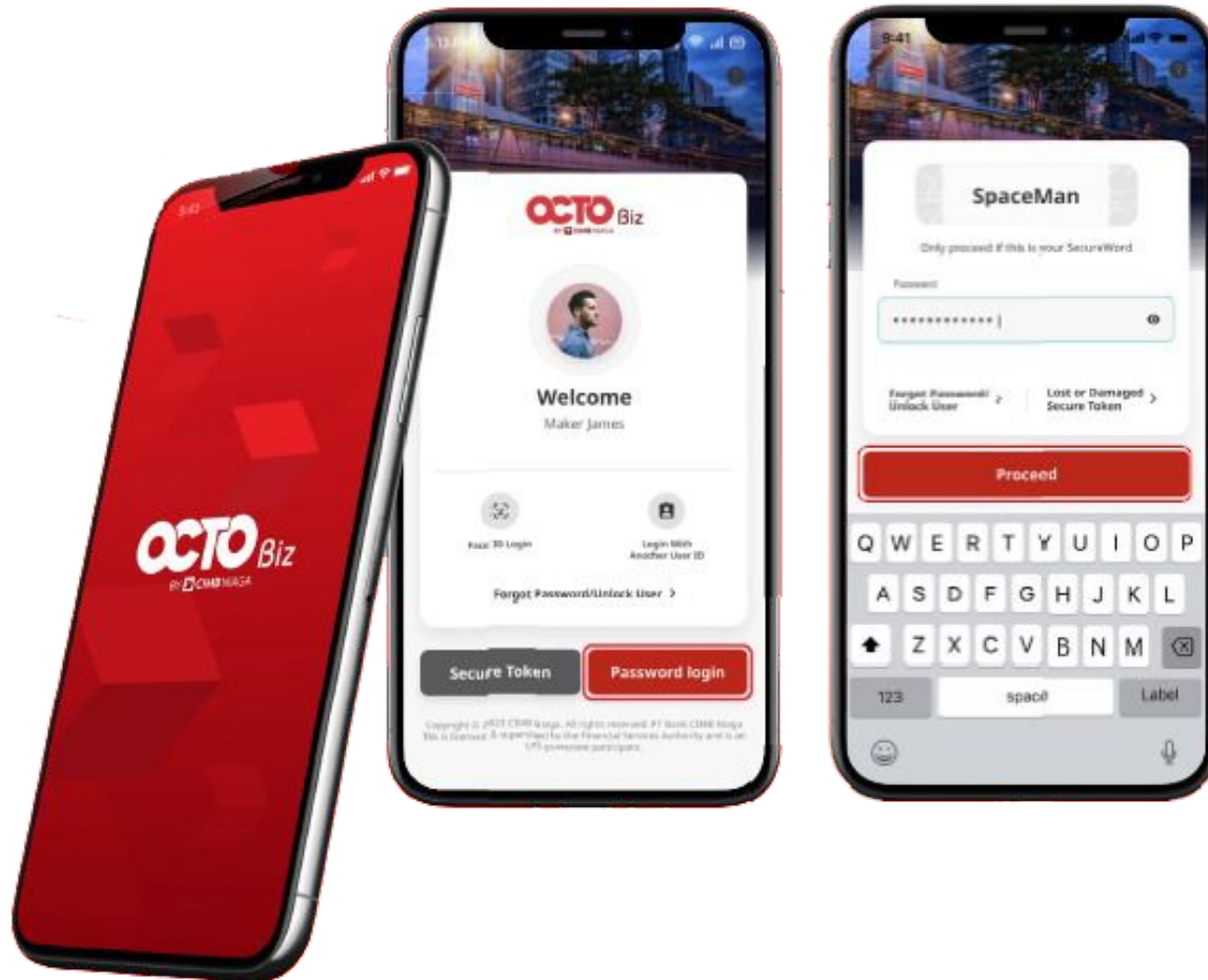
Hard Token

Create Tax Billing ID & Payment

Approve Transaction

Mobile Token

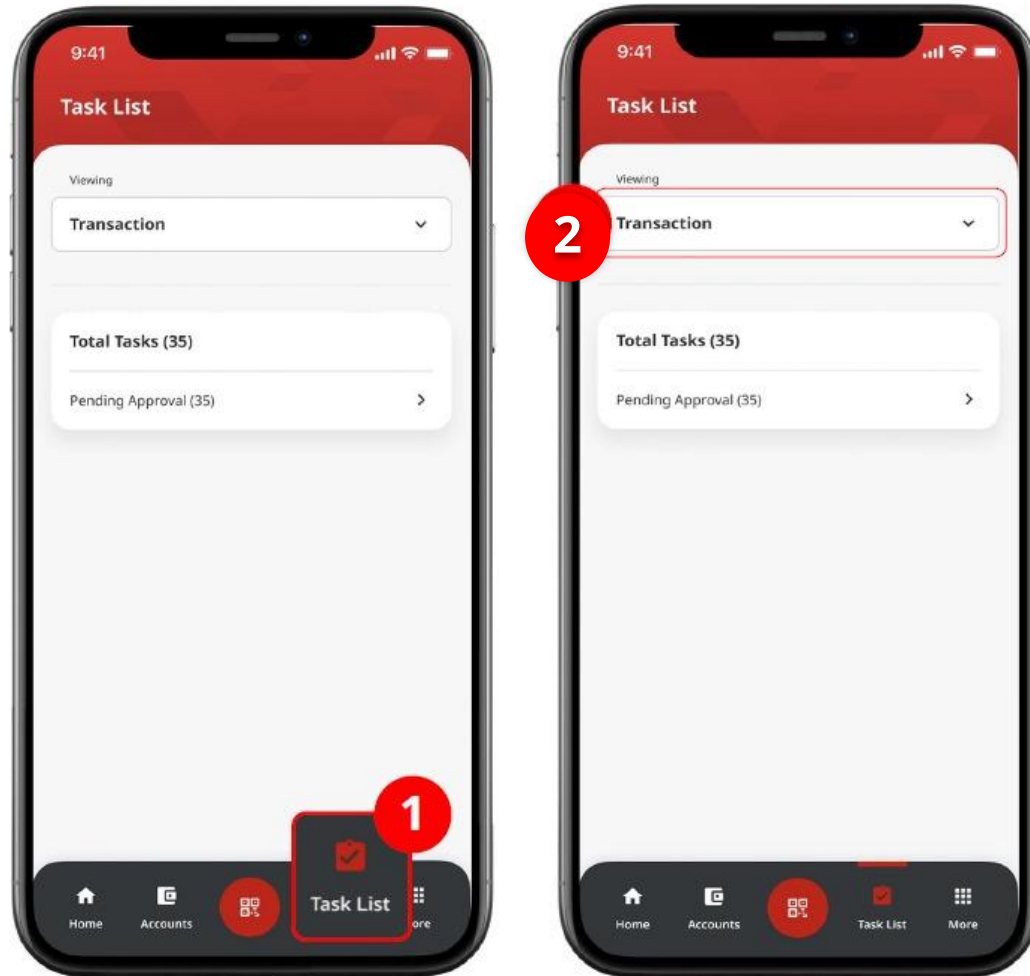
Proses **approval transaksi** untuk user yang memiliki atau menggunakan **Mobile Token**



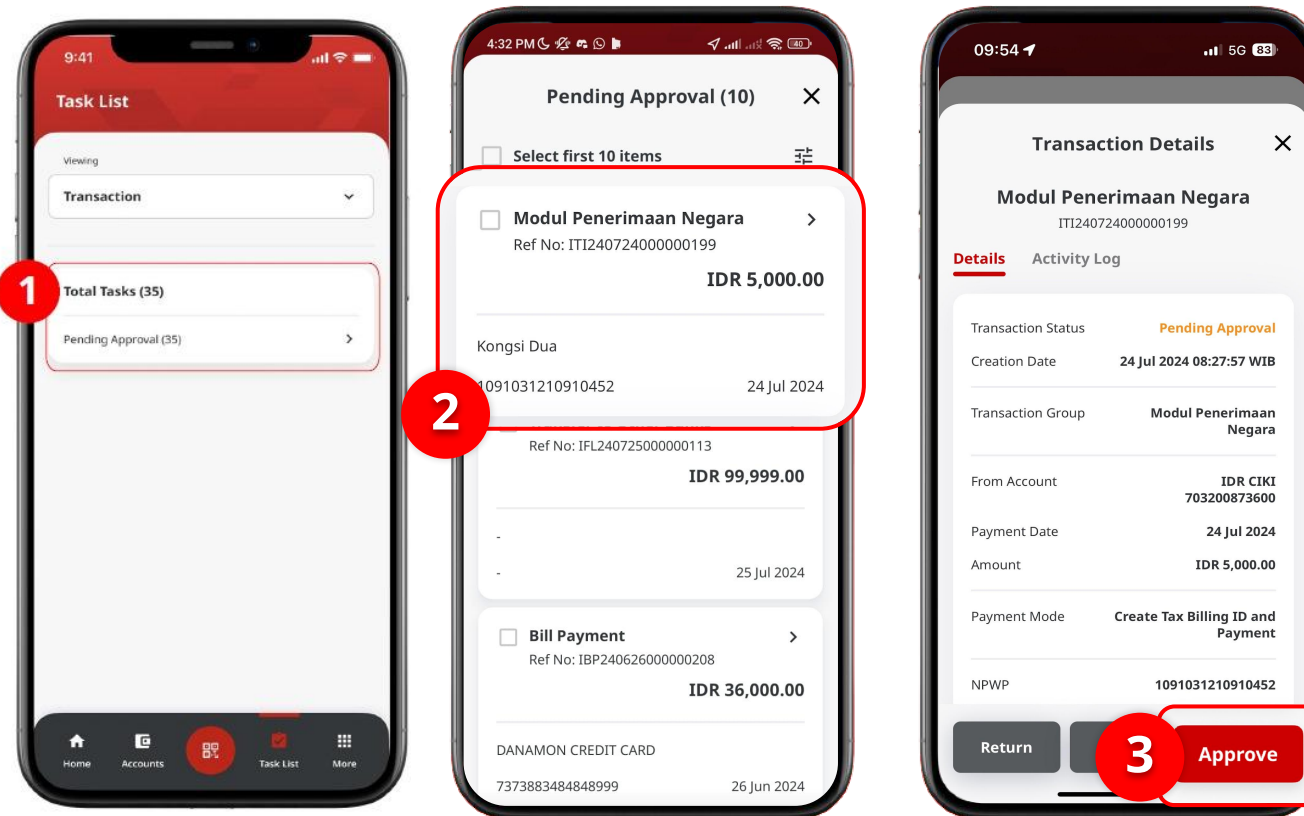
Login sebagai **Approver**

1 Isi **Password**

2 Klik **Proceed**



- 1 Arahkan pada menu dibawah, **klik *Task List***
- 2 Pilih ***Transaction*** sebagai *Viewing*



- 1 Pilih **Pending Approval**
- 2 Pilih Transaksi yang ingin di **Approve**
- 3 Tinjau Transaksi, Klik **Approve**

Secure Token (Software) X



Approve Transaction

Time Remaining : 59 Second(s)

Company ID	ZKCORP
User ID	WSAPPROVER2
Date and Time	24 Jul 2024 08:27:57 WIB
Tax Payer Name	Kongsi Dua
NPWP	1091031210910452
From Account	IDR 703200873600 CIKI
Payment Date	24 Jul 2024
Payment Mode	Create Tax Billing ID and Payment
Amount	IDR 5,000.00

Note

Reject Approve

2



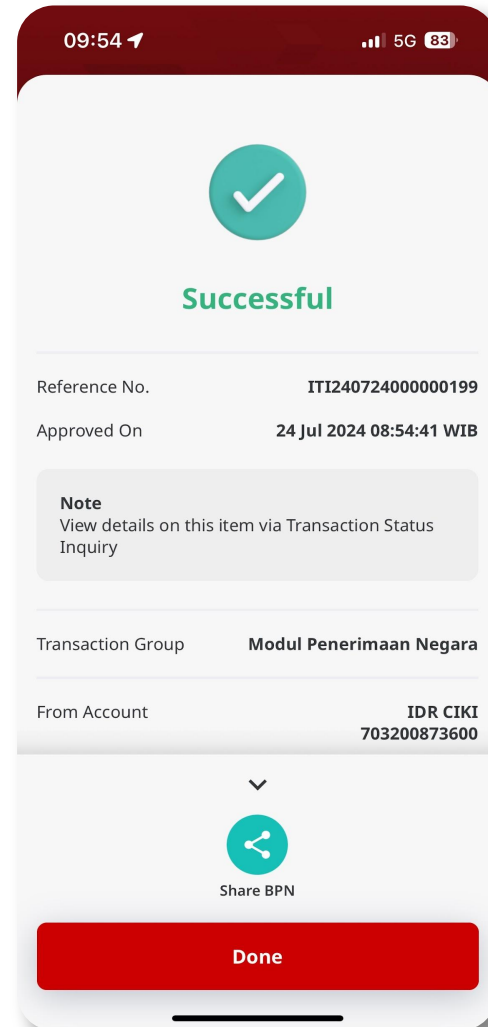
Enter PIN

Please enter a 6-digit PIN.

○ ○ ○ ○ ○ ○

1 Klik Tombol **Approve**

2 Isi **6-Digit Pin**



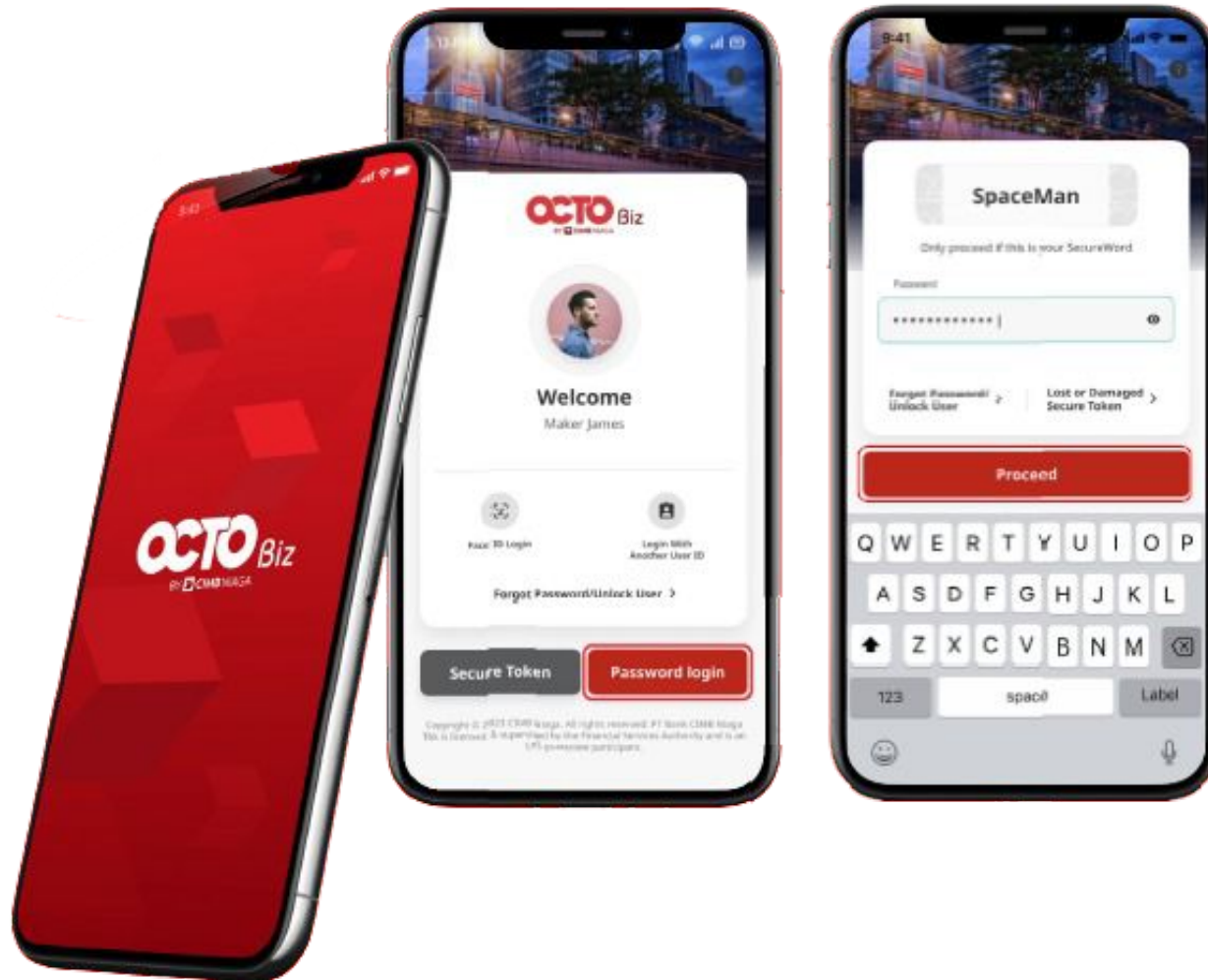
Jika transaksi Berhasil, sistem akan menampilkan **halaman Acknowledgement**

Create Tax Billing ID & Payment

Approve Transaction

Hard Token

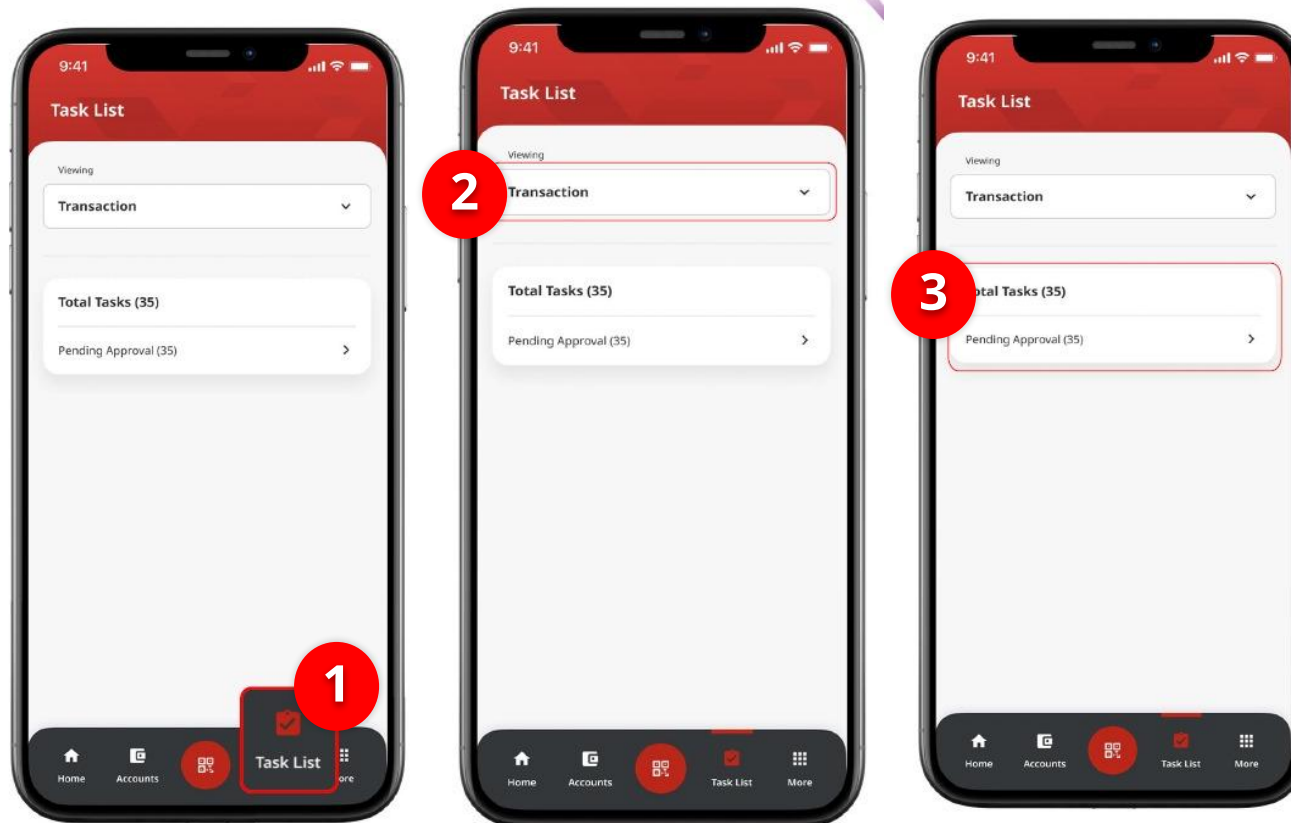
Proses **approval transaksi** untuk user yang memiliki atau menggunakan **Hard Token**



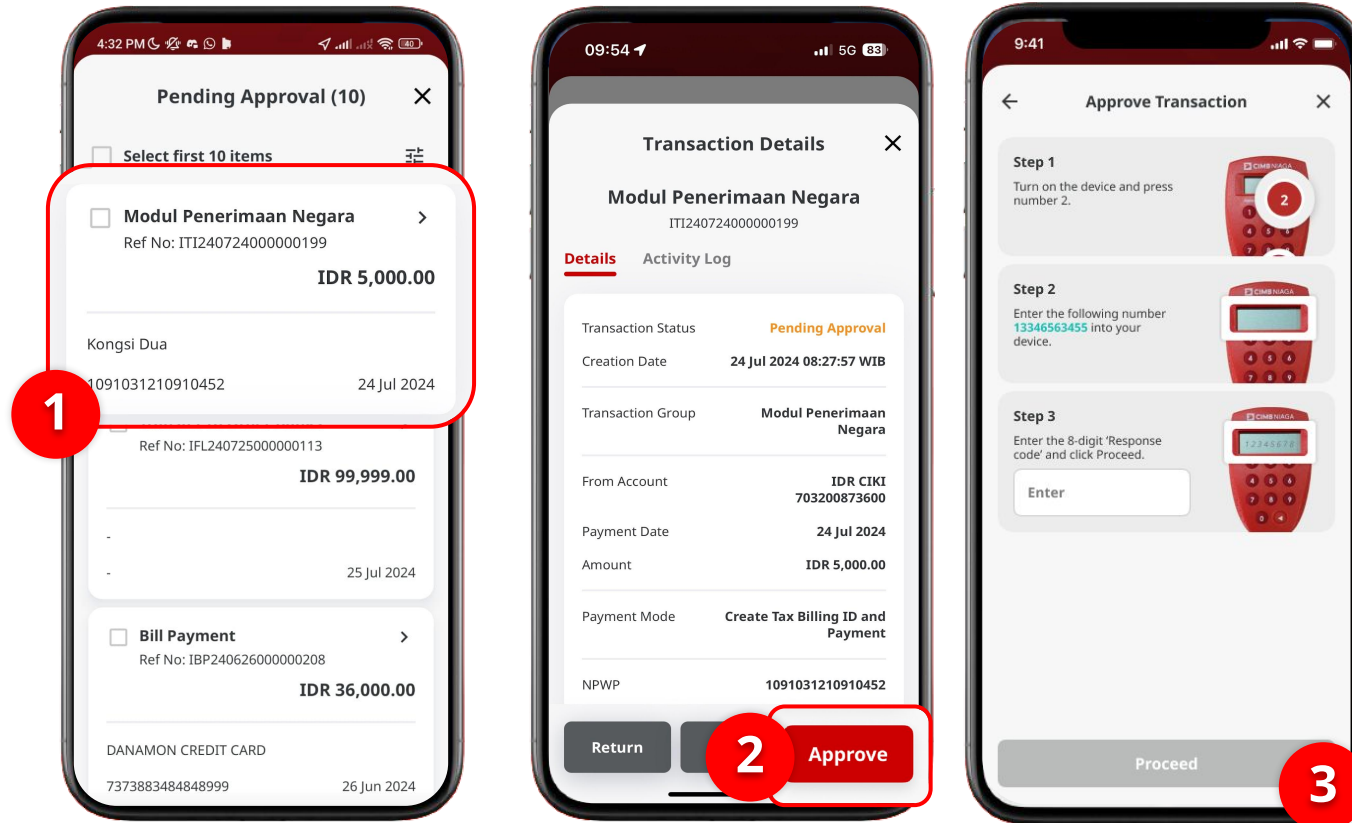
Login sebagai **Approver**

1 Isi **Password**

2 Klik **Proceed**



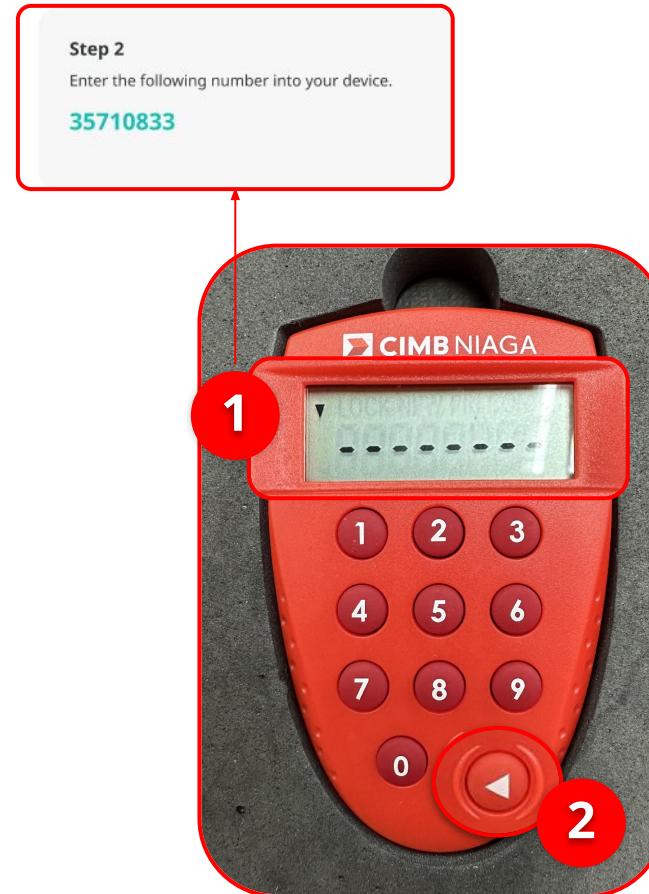
- 1** Arahkan pada menu dibawah, **klik *Task List***
- 2** Pilih ***Transaction*** sebagai *Viewing*
- 3** Pilih ***Pending Approval***



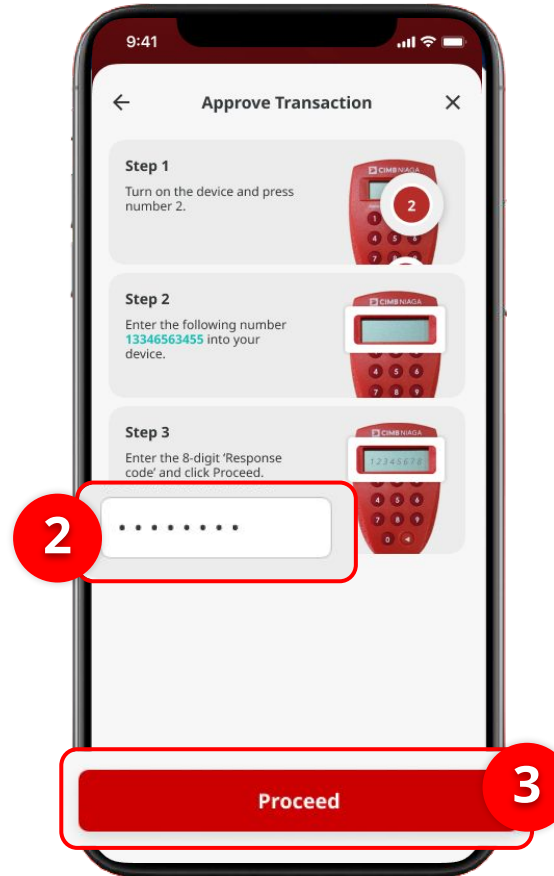
- 1 Pilih Transaksi yang ingin di **Approve**
- 2 Tinjau Transaksi, Klik **Approve**
- 3 Akan muncul **Halaman Approve Transaction**



- 1** Hidupkan Perangkat dengan Klik tombol **Play** pada perangkat **Hard-Token**
- 2** Masukkan **Secure Pin Number**
- 3** Jika **Pin Benar**, sistem akan menampilkan **"APLLI"** pada layar perangkat.
- 4** Klik **Tombol 2** untuk masuk ke fitur **Transaction Signing**



- 1** Masukan **Kode** yang muncul di **Pop-Up Box Mobile**
- 2** Klik **Tombol Play**



- 1 Perangkat **Hard Token** akan menampilkan 8-Digit Kode
- 2 Masukkan **Kode** ke **Box Approve Transaction**
- 3 Klik **Proceed**

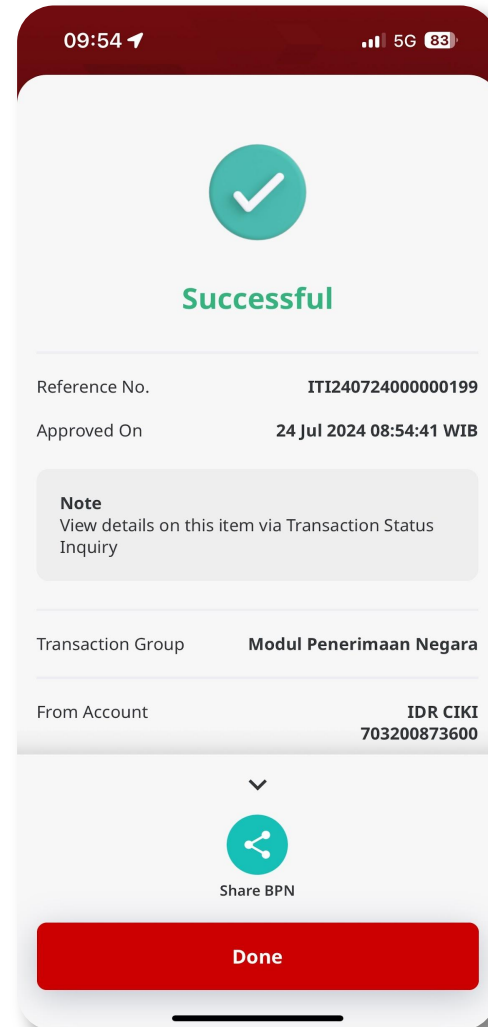
LANGKAH

07

APPROVER

Approve Transaction | Create Tax Billing ID & Payment

Menu: Task List > Approve



Jika transaksi Berhasil, sistem akan menampilkan **halaman Acknowledgement**



OCTO Biz
BY  **CIMB NIAGA**

