

OCTO Biz

How-to-get Started

TRANSFER TO OWN ACCOUNT

Website

TUTORIALOCTOBIZ2024

*Aksi dan
Kolaborasi*





PAY & TRANSFER

TRANSFER TO OWN ACCOUNT

Pay & Transfer - Transfer to Own Account This function is the payment mode for customers to perform Internal Transfer to Own CIMB Account

PAGE

03 Create Transaction

PAGE

47 Approve Transaction



TRANSFER TO OWN ACCOUNT

Create Transaction

Maker-Approver Flow

Single-Access User

Multiple Beneficiary Submission

STEP

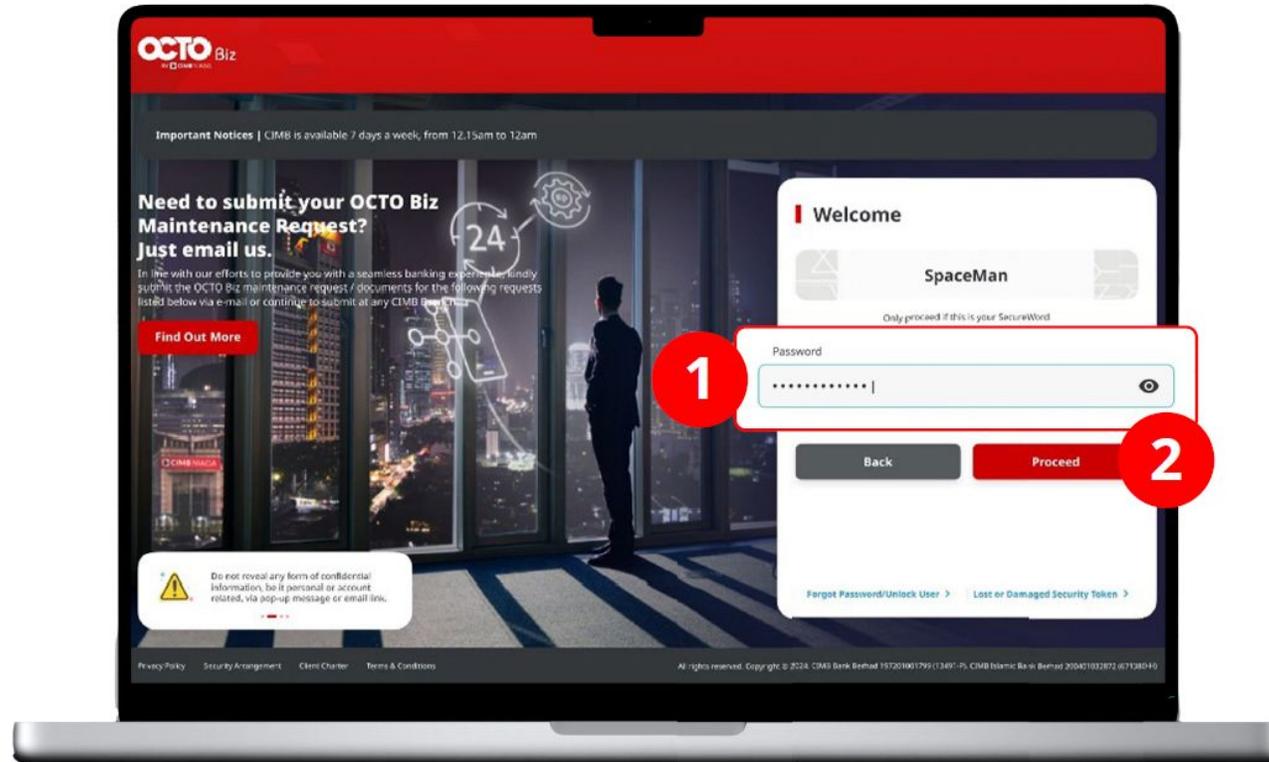
01

MAKER



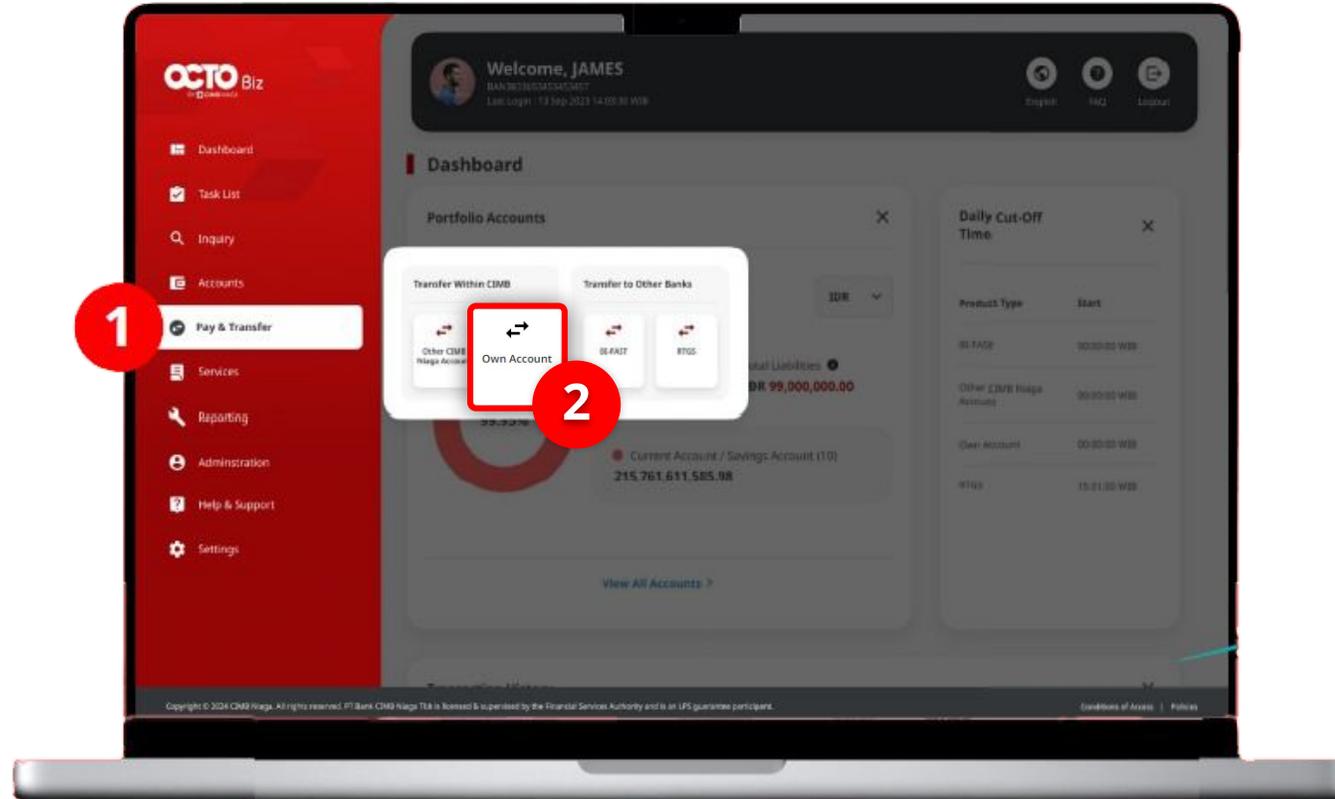
1 Maker Login using User & Company ID

2 Click Next



1 Fill in the **Password**

2 Click **Proceed**



System will navigate to **Dashboard**

- 1 Navigate cursor to Side menu, Click **Pay & Transfer**
- 2 Click **Own Account**

1 Own Account

Transaction Group

Transaction Group *

Inhouse Transfer

Sender Details

From Account *

Select

11 Sep 2023

Recurring transfer

Beneficiary Details

To Account *

Select

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

Enter

Other Details

Customer Reference No. *

Enter

Other Payment Details *

Enter

Payment Advice

No Advice Simple Advice

Add Another Transaction Save as Draft Next

From Account Listing

Search By

Account Name Account No.

Search

Account Name	Account No.	Account Balance
○ NGB ID SIT FLK/LONG DESCRIPTION ACCOUNT	120231323213456	IDR 0.00
○ NGLYMPES2PT	700002171400	IDR 0.00
○ INTBM WAHYU	703057606100	IDR 1,883,242,330,088.76
○ GL ACCT 0111D	700089323800	IDR 0.00
○ GL ACCT 201D	701185655000	IDR 47,038,875.15
○ GL ACCT 20A	701191264400	IDR 34,613,308.89
○ GL ACCT 20B	701191691600	IDR 106,642.00
○ BANGUN PERSADA SEKALI	701195746000	IDR 101,477,444.46
○ IDR ACCT 01	700195613000	IDR 72,333,185.85
○ BANGUN PERSADA SEKALI	700197142000	IDR 6,526,812,563,066.89
○ GL ACCT 0111E	700440391100	IDR 0.00
○ GL ACCT 0111D	800000322001	IDR 0.00
○ GL ACCT 20D	800000322002	IDR 0.00

1 of 2

3 Next

- 1** On Data Payment Entry, Choose From Account
- 2** Choose Source of Funds
- 3** Click Next

STEP

05

MAKER

The screenshot shows a mobile application interface for transferring funds to an own account. The form is titled "Own Account" and includes several sections: "Transaction Group" with a dropdown menu set to "InHouse Transfer"; "Sender Details" with fields for "From Account" (showing an account ID) and "Payment Mode" (set to "Inhouse Transfer to Own Account"); "Payment Date" with a date picker set to "11 Sep 2023" and a "Recurring transfer" checkbox; "Beneficiary Details" with a "To Account" dropdown set to "Select"; "Transaction Details" with "Transaction Currency" set to "IDR - INDONESIA RU..." and an "Amount" field; and "Other Details" with "Customer Reference No." and "Other Payment Details" fields. At the bottom, there are buttons for "Add Another Transaction", "Save as Draft", and "Next". A red box highlights the "Payment Date" field, and a red circle with the number "1" is placed next to it.

1

Choose **Payment Date**

Own Account

Transaction Group
InHouse Transfer

Sender Details
From Account *
1232313123213456-IDR-NGB ID SIT FUNC LONG DESCRIPTION ACC
Payment Mode *
Own Account
Payment Date *
11 Sep 2023

Beneficiary Details 1
To Account *
Select

Transaction Details
Transaction Currency *
IDR - INDONESIA RU...
Amount *
Enter

Other Details
Customer Reference No. *
Enter
Other Payment Detail *
Enter
Payment Advice
No Advice Simple Advice

Add Another Transaction Save as Draft Next

To Account Listing

Search By
Account Name Account No. Search

Account Name	Account No.	Account Balance
DEAHUB CURRENT ACCT 14	13123123	IDR 0.00
WALUPZQV	7000017700	IDR 0.00
ZYTBW BAHU	70207000100	IDR 1.883.242.330.046.76
GL ACCT 0110	7030913300	IDR 0.00
GL ACCT 2010	70318500500	IDR 47.638.875.15
GL ACCT 20A	70319158400	IDR 34.615.308.00
GL ACCT 20B	70319159100	IDR 596.642.00
BANGUN PERGADA SEKAL	70319017000	IDR 101.677.644.48
WENAN LURMAN FEBRIANTO	70319073500	IDR 4.112.341.47
BANGUN PERGADA SEKAL	70319754700	IDR 1.148.157.40
IDR ACCT 01	70305013000	IDR 72.333.165.05
BANGUN PERGADA SEKAL	70307742500	IDR 8.928.872.343.844.69
GL ACCT 0116	70304351100	IDR 0.00
INBANGSI ACCT 123	80000018700	IDR 43.279.877.35
GL ACCT 300	80000032000	IDR 0.00

Next

1 Click **To Account**2 Choose **Crediting Account**3 Click **Next**

Own Account Saved Templates

Transaction Group
Transaction Group *
InHouse Transfer

Sender Details
From Account *
703057606100-IDR-INTBM WAHYU
Payment Mode *
Own Account
Payment Date *
11 Sep 2023
 Recurring transfer

Beneficiary Details
To Account *
IDR GL ACCT 2010 - 703185655500

Transaction Details
Transaction Currency *
IDR - INDONESIA RU...
Amount *
500,000.00

Other Details
Customer Reference No. *
Reference
Other Payment Details *
OPD
Payment Advice

Own Account > Review Details

Transaction Group
Transaction Group
InHouse Transfer

Sender Details
From Account
IDR INTBM WAHYU - 703057606100
Payment Mode
Own Account
Payment Date
11 Sep 2023

Beneficiary Details
To Account
IDR GL ACCT 2010-703185655500

Transaction Details
Transaction Currency
IDR - INDONESIA RUPIAH
Amount
500,000.00
Bank Charges
IDR 0.00

Other Details
Customer Reference No.
Reference
Other Payment Details
OPD

1

Fill in the
Mandatory Fields

2

Click **Next**

3

System will show
the Review Details
Page, **Click Submit**

Own Account > Acknowledgement

Task has been sent for approval

Reference No. : IIA23091100000119 Submitted On : 11 Sep 2023 17:56:45 WIB

Transaction Group

Transaction Group
InHouse Transfer

Sender Details

From Account IDR INTBM WAHYU - 703057606100	Payment Mode Own Account
Payment Date 11 Sep 2023	

Beneficiary Details

To Account
IDR GL ACCT 201D-703185655500

Transaction Details

Transaction Currency IDR - INDONESIA RUPIAH	Amount 500,000.00	Bank Charges IDR 0.00
--	----------------------	--------------------------

Other Details

Customer Reference No. Reference	Other Payment Details OPD
-------------------------------------	------------------------------

[Print](#) [Save As Template](#) [Make Another Transaction](#)

System will navigate to **Acknowledgement page** after submission process is success

to approve transaction, go to page

48 Mobile Token

57 Hard Token



TRANSFER TO OWN ACCOUNT

Create Transaction

Maker-Approver Flow

Single-Access User

Multiple Beneficiary Submission

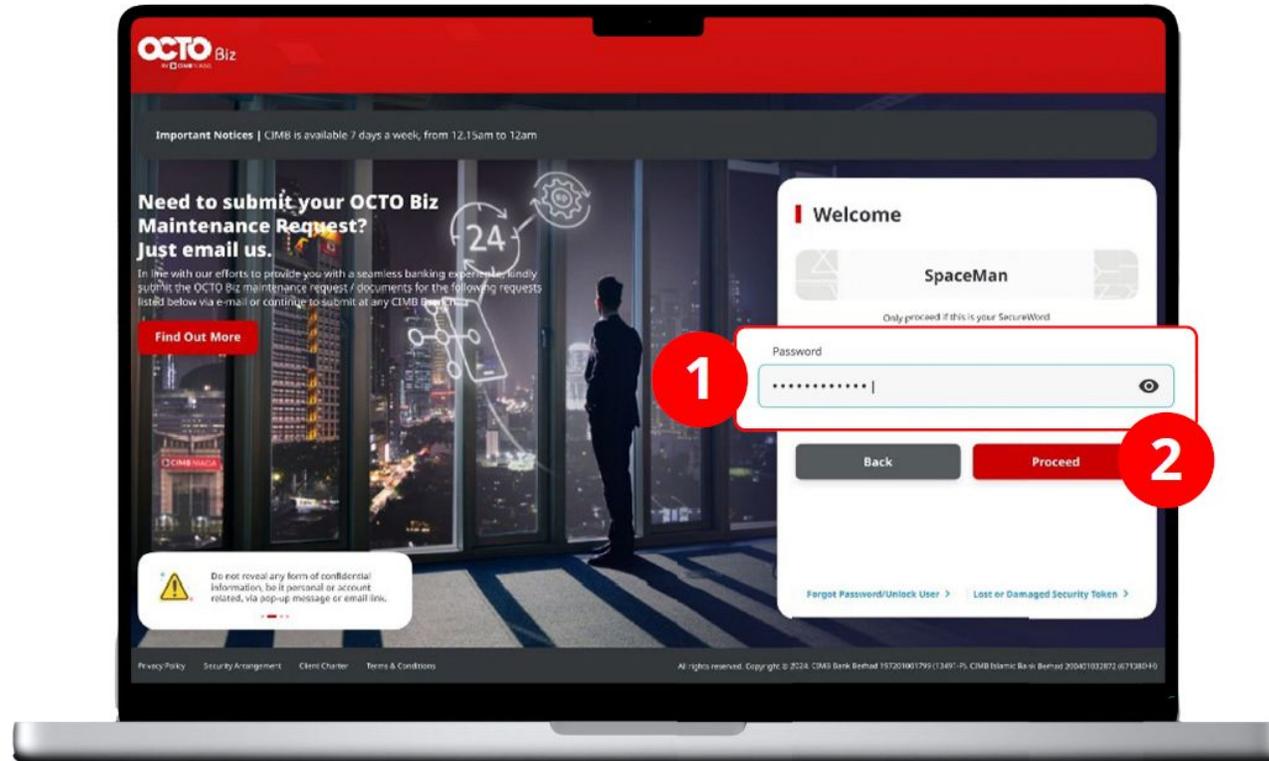
STEP

01

SAU User

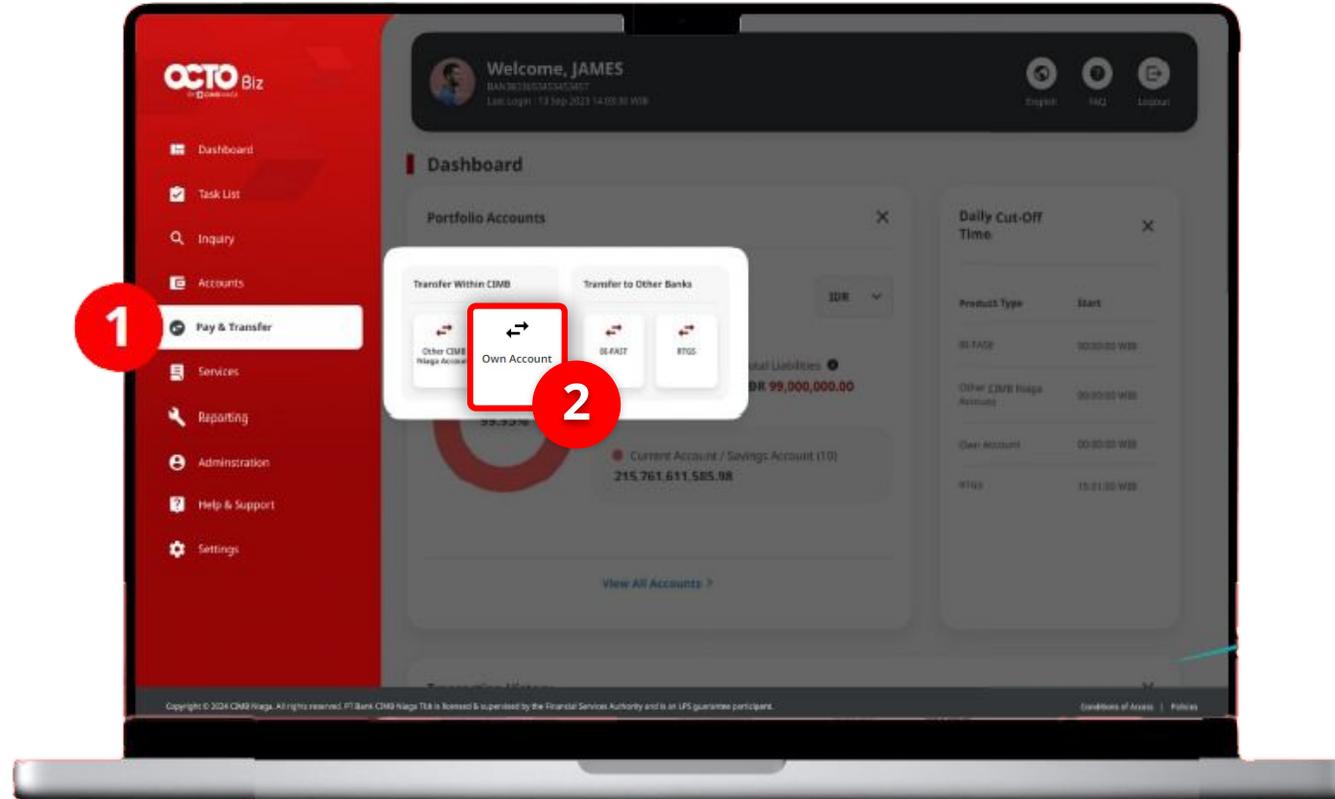


- 1 SAU User Login using User & Company ID
- 2 Click *Next*



1 Fill in the **Password**

2 Click **Proceed**



System will navigate to **Dashboard**

- 1 Navigate cursor to Side menu, Click **Pay & Transfer**
- 2 Click **Own Account**

1 Own Account

Transaction Group
Transaction Group *
Inhouse Transfer

Sender Details
From Account *
Select

Beneficiary Details
To Account *
Select

Transaction Details
Transaction Currency *
IDR - INDONESIA RU...
Amount *
Enter

Other Details
Customer Reference No. *
Enter
Other Payment Details *
Enter
Payment Advice
No Advice Simple Advice

Add Another Transaction Save as Draft Next

2 From Account Listing

Search By
Account Name Account No. Search

Account Name	Account No.	Account Balance
NGE ID SIT FLUJIC LONG DESCRIPTION ACCOUNT	123231323213456	IDR 0.00
MULYAPES2PT	700002171400	IDR 0.00
INTBM WAHYU	703057606100	IDR 1,883,242,330,088.76
GL ACCT 0111D	700899328900	IDR 0.00
GL ACCT 201D	701185655000	IDR 47,038,875.15
GL ACCT 20A	702191106400	IDR 34,613,308.89
GL ACCT 20B	703191691600	IDR 106,642.00
BANGUN PERSADA SEKALI	702198574000	IDR 101,477,244.46
IDR ACCT 01	700195613000	IDR 72,333,185.85
BANGUN PERSADA SEKALI	700291742000	IDR 6,526,812,563,066.89
GL ACCT 0111E	700540391100	IDR 0.00
GL ACCT 0111D	800000322001	IDR 0.00
GL ACCT 20D	800000322002	IDR 0.00

3 Next

1 On Data Payment Entry page, Choose **From Account**

2 Choose **Source of Funds**

3 Click **Next**

STEP

05

SAU User

The screenshot shows a mobile application interface for transferring funds to one's own account. The form is titled "Own Account" and contains several sections: "Transaction Group" with a dropdown menu set to "InHouse Transfer"; "Sender Details" with fields for "From Account" (showing an account ID) and "Payment Mode" (set to "Inhouse Transfer to Own Account"); "Payment Date" with a date picker set to "11 Sep 2023" and a "Recurring transfer" checkbox; "Beneficiary Details" with a "To Account" dropdown; "Transaction Details" with "Transaction Currency" set to "IDR - INDONESIA RU..." and an "Amount" field; and "Other Details" with "Customer Reference No." and "Other Payment Details" fields. At the bottom, there are buttons for "Add Another Transaction", "Save as Draft", and "Next". A red box highlights the "Payment Date" field, and a red circle with the number "1" is placed next to it.

1 Choose **Payment Date**

Own Account

Transaction Group: InHouse Transfer

Sender Details: From Account: 1232313123213456-IDR-NGB ID SIT FUNC LONG DESCRIPTION ACC; Payment Mode: Own Account; Payment Date: 11 Sep 2023

Beneficiary Details (1)

To Account: Select

Transaction Details: Transaction Currency: IDR - INDONESIA RU...; Amount: Enter

Other Details: Customer Reference No: Enter; Other Payment Detail: Enter

Payment Advice: No Advice | Simple Advice

Buttons: Add Another Transaction, Save as Draft, Next

To Account Listing

Search By: Account Name, Account No., Account Name

Account Name	Account No.	Account Balance
DEAHUB CURRENT ACCT 14	13123123	IDR 0.00
WUWUPZQV	7000177400	IDR 0.00
ZYTBW BAHU	70207000100	IDR 1.883.242.320.046.76
GL ACCT 0110	70309133800	IDR 0.00
GL ACCT 2010	701185605000	IDR 47.638.875.15
GL ACCT 20A	70319158400	IDR 34.615.206.00
GL ACCT 20B	703191591600	IDR 596.642.00
BANGUN PERGADA SEKAJ	703190174000	IDR 101.677.644.48
WENW LURMAN FEBRIANTO	703190735000	IDR 4.112.241.47
BANGUN PERGADA SEKAJ	703197547000	IDR 1.148.157.40
IDR ACCT 01	70303613000	IDR 72.333.165.05
BANGUN PERGADA SEKAJ	703077425000	IDR 8.508.872.343.844.69
GL ACCT 0116	70284261100	IDR 0.00
INBUBSI ACCT 123	800000187000	IDR 43.279.877.35
GL ACCT 300	800000324000	IDR 0.00

Buttons: Next

- 1 Click To Account
- 2 Choose Crediting Account
- 3 Click Next

Own Account

Transaction Group
InHouse Transfer

Sender Details
From Account: 703057606100-IDR-INTBM WAHYU
Payment Mode: Own Account
Payment Date: 11 Sep 2023

Beneficiary Details
To Account: IDR GL ACCT 2010 - 703185655500

Transaction Details
Transaction Currency: IDR - INDONESIA RUPIAH
Amount: 500,000.00

Other Details (1)
Customer Reference No.: Reference
Other Payment Details: OPD
Payment Advice: No Advice / Simple Advice

Add Another Transaction / **Next** (2)

Own Account > Review Details

Transaction Group
InHouse Transfer

Sender Details
From Account: IDR INTBM WAHYU - 703057606100
Payment Mode: Own Account
Payment Date: 11 Sep 2023

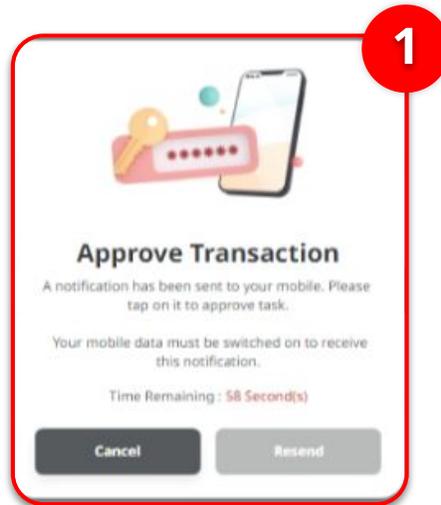
Beneficiary Details
To Account: IDR GL ACCT 2010-703185655500

Transaction Details
Transaction Currency: IDR - INDONESIA RUPIAH
Amount: 500,000.00
Bank Charges: IDR 0.00

Other Details
Customer Reference No.: Reference
Other Payment Details: OPD

Back / **Submit** (3)

- 1 Fill in the **Mandatory Fields**
- 2 Click **Next**
- 3 System will show the Review Details, **Click Submit**

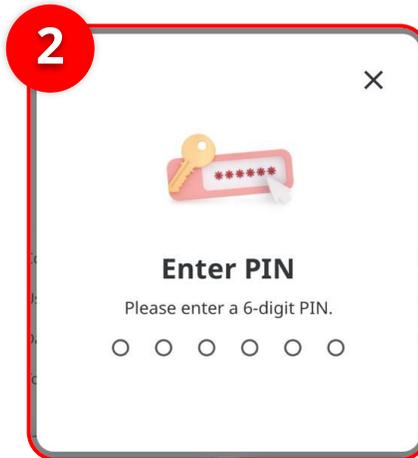
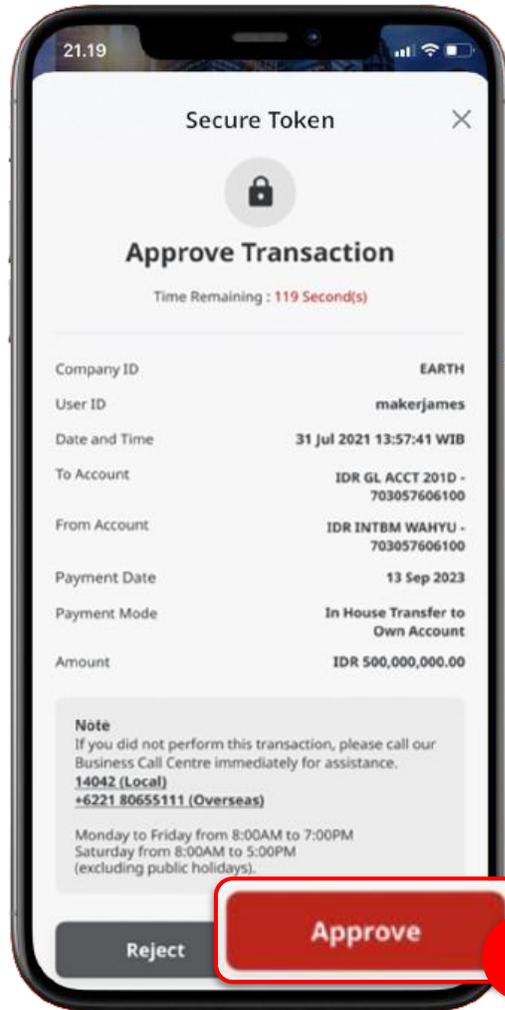


1

System will show the **Approve Transaction Pop-up on Website**

2

System will send **mobile notification**. Open the mobile device, click **notification bar**.



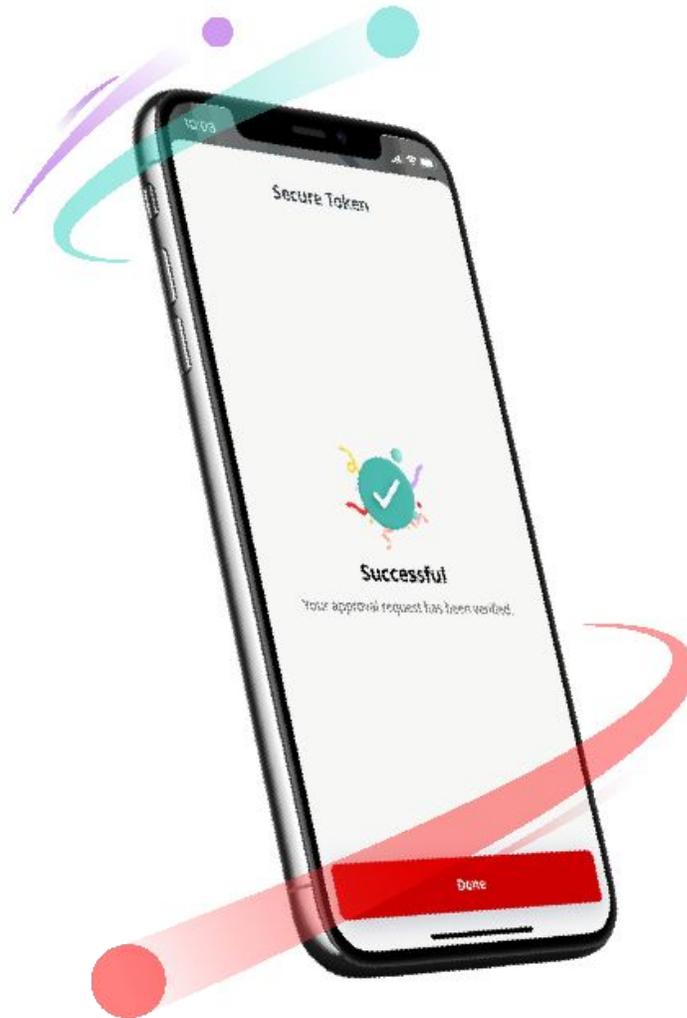
1 Click **Approve Button**

2 Fill in the **6-Digit Pin**

STEP

10

SAU User



If Transaction is Success, system will show the **Acknowledgement Page on mobile device**

STEP

15

SAU User

Task List > Acknowledgement

Transaction(s) approved
Reference No. : 11A230913000000037 Approved On : 13 Sep 2023 15:52:38 WIB

Status : **Authorised**

Note: Refer to Transaction Status Inquiry Module for latest details updated status.

Transaction Group
Transaction Group
InHouse Transfer

Sender Details

From Account	Payment Mode	Payment Date
IDR INTBM WAHYU - 793057606100	Inhouse Transfer to Own Account	13 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 2010-70318565500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	500,000.00	IDR 0.00

Other Details

Customer Reference No. Reference	Other Payment Details OPD
-------------------------------------	------------------------------

Print Done

On website, system also navigate to **Acknowledgement** page

Task List > Acknowledgement

Transaction(s) approved
Reference No. : IIA230913000000037 Approved On : 13 Sep 2023 15:52:38 WIB

Status : **Successful**

Note: View details on this item via Transaction Status Inquiry.

Transaction Group
Transaction Group
InHouse Transfer

Sender Details

From Account	Payment Mode	Payment Date
IDR INTBM WAHYU - 703057606100	Own Account	13 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 201D-703185655500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	500,000.00	IDR 0.00

Other Details

Customer Reference No.	Other Payment Details
Reference	OPD

Print Done

If the Transaction is Success,
Status Transaction will be
changed into "Successful"



TRANSFER TO OWN ACCOUNT

Create Transaction

Maker-Approver Flow

Single-Access User

Multiple Beneficiary Submission

STEP

01

MAKER

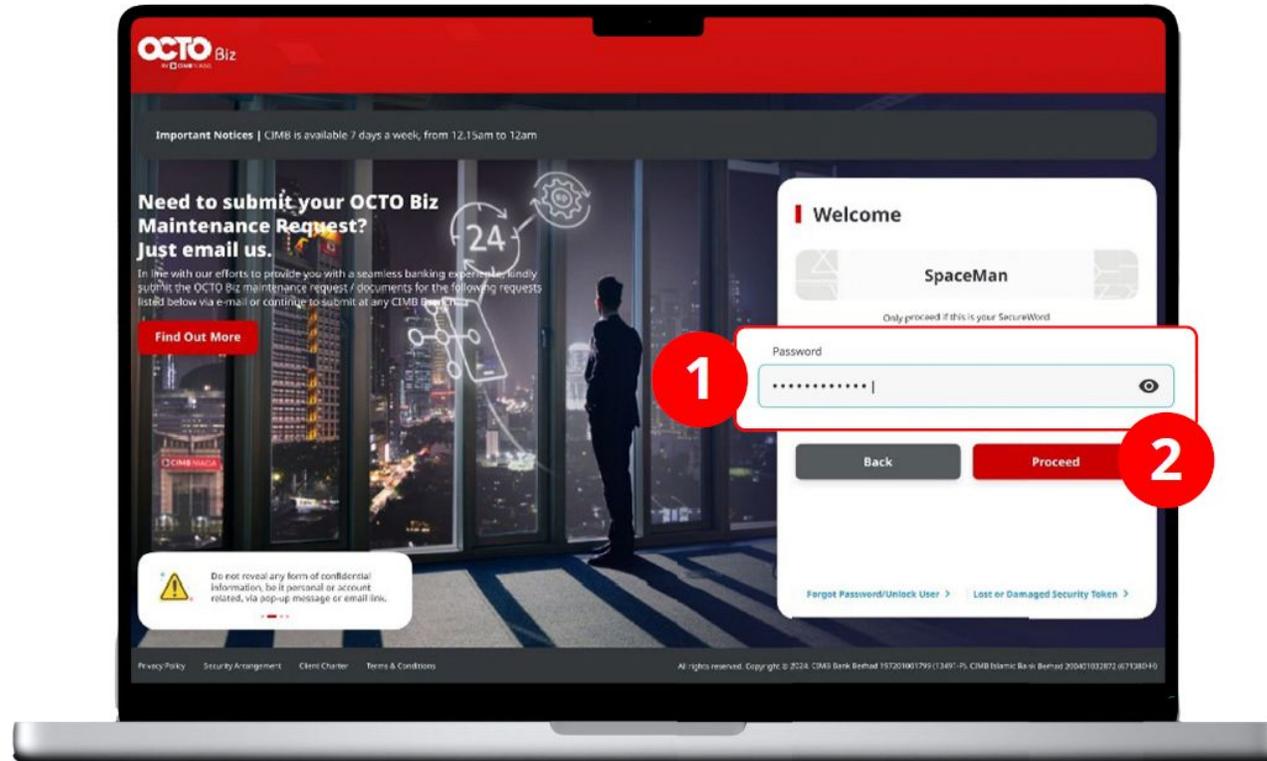


1

Maker Login using User & Company ID

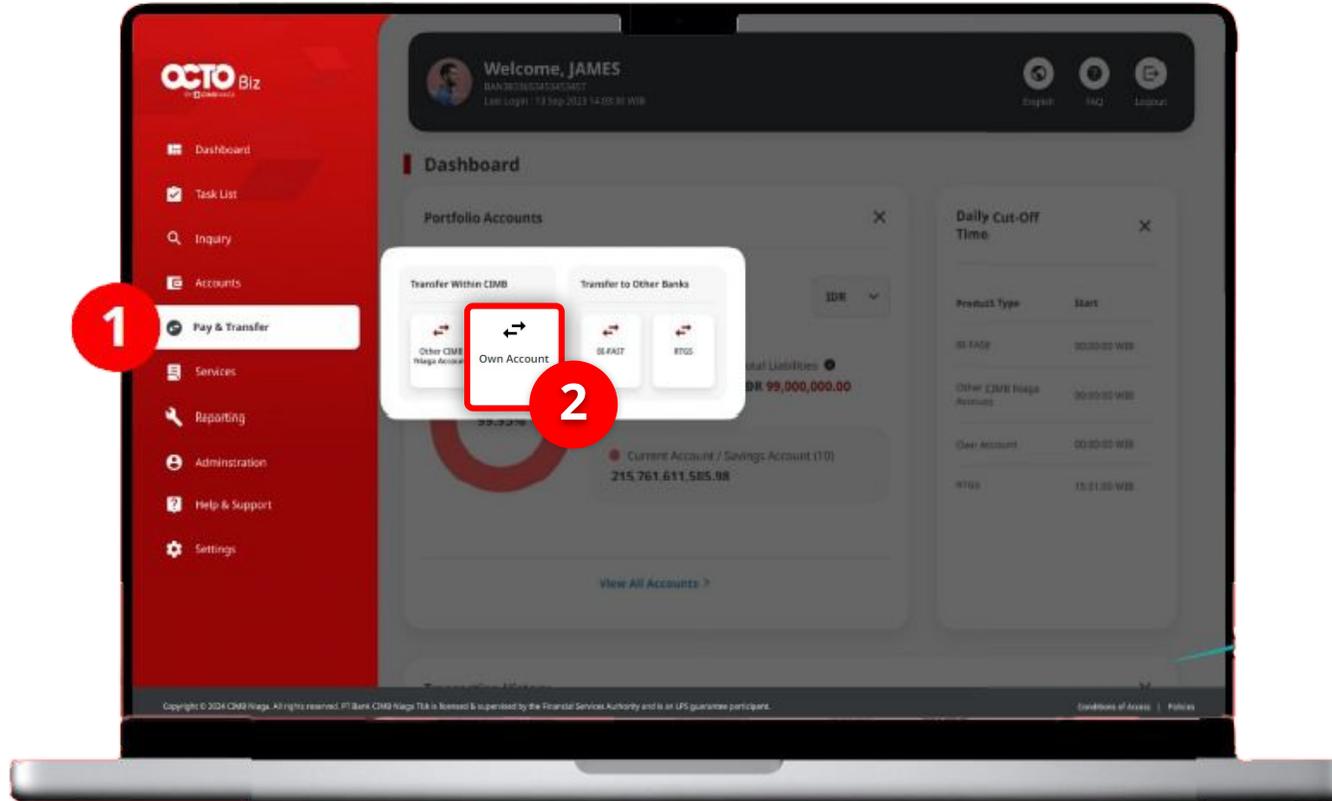
2

Click Next



1 Fill in the **Password**

2 Click **Proceed**



System will navigate to **Dashboard**

- 1 Navigate cursor to Side menu, Click **Pay & Transfer**
- 2 Click **Own Account**

1

Own Account

Transaction Group Save Templates

Transaction Group *

Inhouse Transfer

Sender Details

From Account *

Select

11 Sep 2023 Recurring transfer

Beneficiary Details

To Account *

Select

Transaction Details

Transaction Currency * Amount *

IDR - INDONESIA RU... Enter

Other Details

Customer Reference No.

Other Payment Details

Payment Advice

No Advice Simple Advice

Add Another Transaction Save as Draft Next

2

From Account Listing

Search By

Account Name Account No.

Search

Account Name	Account No.	Account Balance
<input type="radio"/> NGB ID SIT FLJNC LONG DESCRIPTION ACCOUNT	123231323213456	IDR 0.00
<input type="radio"/> NOLYMPES2T	70002317400	IDR 0.00
<input type="radio"/> INTBM WAHYU	703057606100	IDR 1,883,242,330,088.76
<input type="radio"/> GL ACCT 0111D	70089932800	IDR 0.00
<input type="radio"/> GL ACCT 201D	701185655000	IDR 47,038,875.15
<input type="radio"/> GL ACCT 20A	70219126400	IDR 34,613,308.89
<input type="radio"/> GL ACCT 20B	70319461600	IDR 506,642.00
<input type="radio"/> BANGUN PERSADA SEKALI	702198574000	IDR 101,477,244.46
<input type="radio"/> IDR ACCT 01	700196133000	IDR 72,333,185.85
<input type="radio"/> BANGUN PERSADA SEKALI	70023742000	IDR 6,526,812,563,066.89
<input type="radio"/> GL ACCT 0111E	700540381100	IDR 0.00
<input type="radio"/> GL ACCT 0111D	800000322001	IDR 0.00
<input type="radio"/> GL ACCT 20D	800000322002	IDR 0.00

1 of 2 >

3 Next

- 1 On Data Payment Entry Page, **Choose From Account**
- 2 Choose **Source of Funds**
- 3 Click **Next**

The screenshot shows a mobile application interface for transferring funds to one's own account. The form is titled "Own Account" and includes several sections: "Transaction Group" with a dropdown menu set to "InHouse Transfer"; "Sender Details" with fields for "From Account" (showing an account ID) and "Payment Mode" (set to "Inhouse Transfer to Own Account"); "Payment Date" with a date picker set to "11 Sep 2023" and a "Recurring transfer" checkbox; "Beneficiary Details" with a "To Account" dropdown; "Transaction Details" with "Transaction Currency" set to "IDR - INDONESIA RU..." and an "Amount" field; and "Other Details" with "Customer Reference No." and "Other Payment Details" fields. At the bottom, there are buttons for "Add Another Transaction", "Save as Draft", and "Next". A red box highlights the "Payment Date" field, and a red circle with the number "1" is placed next to it.

1

Choose **Payment Date**

Own Account

Transaction Group
InHouse Transfer

Sender Details
From Account *
123231312313456-IDR-NGB ID SIT FUNC LONG DESCRIPTION ACC
Payment Date *
11 Sep 2023

Beneficiary Details
To Account *
Select

Transaction Details
Transaction Currency *
IDR - INDONESIA RU...
Amount *
Enter

Other Details
Customer Reference No.
Enter
Other Payment Details
Enter

Payment Advice
No Advice Simple Advice

Add Another Transaction Save as Draft Next

To Account Listing

Search By
Account Name Account No. Search

Account Name	Account No.	Account Balance
DEAHUB CURRENT ACCT 14	13123123	IDR 0.00
WALUPZQV	7000177400	IDR 0.00
ZYTBW BAHUJ	70207000100	IDR 1.883.242.320.046.76
GL ACCT 0110	70309133800	IDR 0.00
GL ACCT 2010	70318505000	IDR 47.838.875.15
GL ACCT 20A	70319158400	IDR 34.615.208.00
GL ACCT 20B	70319159100	IDR 596.642.00
BANGUN PERGADA SEKAJ	703191074000	IDR 101.477.644.48
WENAN LURMAN FEBRIANTO	703191735000	IDR 4.112.241.47
BANGUN PERGADA SEKAJ	703197257000	IDR 1.148.157.40
IDR ACCT 01	703035013000	IDR 72.333.165.05
BANGUN PERGADA SEKAJ	703077425000	IDR 8.504.872.543.844.69
GL ACCT 0116	70304261100	IDR 0.00
INBUBUWAL ACCT 123	80000018700	IDR 43.279.873.36
GL ACCT 300	80000032000	IDR 0.00

Next

1 Click To Account

2 Choose Crediting Account

3 Click Next

Own Account Saved Template

Transaction Group *

Transaction Group *

InHouse Transfer

Sender Details

From Account *

703057606100-IDR INTBM WAHYU

Payment Mode *

Own Account

Payment Date *

11 Sep 2023

Recurring transfer

Beneficiary Details

To Account *

IDR GL ACCT 201D - 70318565500

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

500,000.00

Other Details

Customer Reference No. ⓘ

Reference

Other Payment Details ⓘ

OPD

Payment Advice

1 Fill in the bagian **Mandatory Fields**

2 Click **Add Another Transaction**

Own Account (Multiple)

Transaction Group Save Templates

Transaction Group *
InHouse Transfer

Sender Details

From Account *
703057606100-IDR.INTBM.WAHYU

Payment Mode *
Own Account

Payment Date *
18/01/2025

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Details *
Enter

Payment Advice

Add Another Transaction

1 Item(s)

Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
703192162	GL ACCT 208	IDR 500.000.00	IDR 0.00	Delete edit

If the **add transaction** is success, system will navigate to **Batch Online mode**

- 1 Fill in the **Beneficiary Details**
- 2 Click **Add Another Transaction**

STEP
09a

MAKER
OPSIONAL

Own Account (Multiple)

Transaction Group Save Templates

Transaction Group *
InHouse Transfer

Sender Details

From Account *
703057606100-IDR-INTBM WAHYU

Payment Mode *
Own Account

Payment Date *
13 Sep 2023 Recurring transfer

Payment Date will be applied for all the batches.

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Details *
Enter

Payment Advice
 No Advice Simple Advice

Add Another Transaction

1 item(s)

<input type="checkbox"/>	Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
<input type="checkbox"/>	703191691600	CCT.208	IDR 500,000.00	IDR 0.00	Delete Edit

Save as Draft Next

1 Click **Hyperlink Beneficiary Record** to view **Transaction Details**

Transaction Details

Beneficiary Details

To Account
IDR GL ACCT 20A-703191586400

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	300,000.00	IDR 0.00

Other Details

Customer Reference No.
RR

Other Payment Details
OPD

Close

STEP

09b

MAKER

OPSIONAL

In House Transfer to Own Account (Multiple) Saved Templates

Product Group *
InHouse Transfer

Sender Details
Your Account * 703057606100-IDR INTBM WAHYU
Payment Mode * Inhouse Transfer to Own Account
Bank Charges: IDR 0.00
Value Date * 13 Sep 2023
 Recurring transfer

Beneficiary Details
To Account *
Select

Transaction Details
Transaction Currency * IDR - INDONESIA RU...
Amount * Enter

Other Details
Customer Reference No. * Enter
Other Payment Details * Enter
Payment Advice

Add Another Transaction

2 item(s)

Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
<input type="checkbox"/> 703121586400	GL ACCT 20A	IDR 300,000.00	IDR 0.00	1 <input type="button" value="Edit"/>
<input type="checkbox"/> 703121586400	GL ACCT 20B	IDR 500,000.00	IDR 0.00	

1

If there are error on data,
Click Edit to edit the data

Edit Transaction Details

Beneficiary Details
To Account *
IDR GL ACCT 20A-703191586400

Transaction Details
Transaction Currency * IDR - INDONESIA RUP...
Amount * 300,000.00

Other Details
Customer Reference No. * RR
Other Payment Details * OPD
Payment Advice

STEP
09c

MAKER
OPSIONAL

In House Transfer to Own Account (Multiple)

Product Group Saved Template

Product Group *
InHouse Transfer

Sender Details

Your Account * 703057606100-IDR INTBM WAHYU Payment Mode * Inhouse Transfer to Own Account
Bank Charge: IDR 0.00

Value Date * 13 Sep 2023 Recurring transfer
Value Date will be applied for all the batches.

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency * IDR - INDONESIA RU... Amount * Enter

Other Details

Customer Reference No. * Enter Other Payment Details * Enter

Payment Advice

Add Another Transaction

2 item(s)

Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
<input type="checkbox"/> 703131586400	GL ACCT 20A	IDR 300,000.00	IDR 0.00	<input type="button" value="Delete"/> <input type="button" value="Edit"/>
<input type="checkbox"/> 703131693600	GL ACCT 20B	IDR 500,000.00	IDR 0.00	<input type="button" value="Delete"/> <input type="button" value="Edit"/>

If want to **Delete Beneficiary Details,**



- 1 Click **Delete**
- 2 Click **yes**

STEP
09d

MAKER
OPSIONAL

In House Transfer to Own Account (Multiple)

Product Group Saved Template

Product Group *
Inhouse Transfer

Sender Details

Your Account *
703057006100-IDR INTBM WAHYU

Payment Mode *
Inhouse Transfer to Own Account
Bank Charges: IDR 0.00

Value: Date *
13 Sep 2023 Recurring transfer
Inhouse Date will be applied for all the addressees.

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Details *
Enter

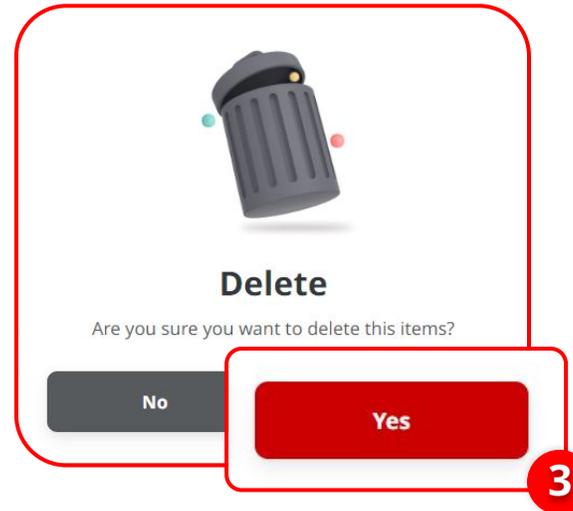
Payment Advice

Add Another Transaction

2 item(s)

<input type="checkbox"/>	Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
<input type="checkbox"/>	033721586400	GL ACCT 20A	IDR 300,000.00	IDR 0.00	Delete Edit
<input type="checkbox"/>	033721591900	GL ACCT 20B	IDR 500,000.00	IDR 0.00	Delete Edit

Delete Selected



If want to **Delete** beneficiary details list

- 1 Click **Checkboxes**
- 2 Click **Delete Selection**
- 3 Click **Yes**

In House Transfer to Own Account (Multiple)

Product Group Save Template

Product Group *
InHouse Transfer

Sender Details

Your Account *
703057606100-IDR INTBM WAHYU

Payment Mode *
Inhouse Transfer to Own Account
Bank Charges: IDR 0.00

Value Date *
13 Sep 2023 Recurring transfer
Value Date will be applied for all the transfers.

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Detail *
Enter

Payment Advice

Add Another Transaction

2 item(s)

Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
703191585600	GL ACCT 20A	IDR 300,000.00	IDR 0.00	Delete Edit
703191591500	GL ACCT 20B	IDR 500,000.00	IDR 0.00	Delete Edit

1 Next

Own Account (Multiple) > Review Details

Transaction Group
Transaction Group
InHouse Transfer

Sender Details

From Account
IDR INTBM WAHYU - 703057606100

Payment Mode
Own Account

Payment Date
13 Sep 2023

2 item(s)

Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges
703191585600	GL ACCT 20A	IDR 300,000.00	IDR 0.00
703191591500	GL ACCT 20B	IDR 500,000.00	IDR 0.00

Total Amount : IDR 800,000.00 | Total Charges : IDR 0.00

Back **2** Submit

1 Click Next**2** System will show the Review Details, Click Submit

Own Account > Acknowledgement

Task has been sent for approval

Reference No. : IIA230911000000119 Submitted On : 11 Sep 2023 17:56:45 WIB

Transaction Group

Transaction Group
InHouse Transfer

Sender Details

From Account
IDR INTBM WAHYU - 703057606100

Payment Mode
Own Account

Payment Date
11 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 201D-703185655500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	500.000,00	IDR 0,00

Other Details

Customer Reference No.
Reference

Other Payment Details
OPD

[Print](#) [Save As Template](#) [Make Another Transaction](#)

System will navigate to Acknowledgement page after submission process is success

to approve transaction, go to page

48 Mobile Token

57 Hard Token



TRANSFER TO OWN ACCOUNT

Approve Transaction

Mobile Token

Hard Token

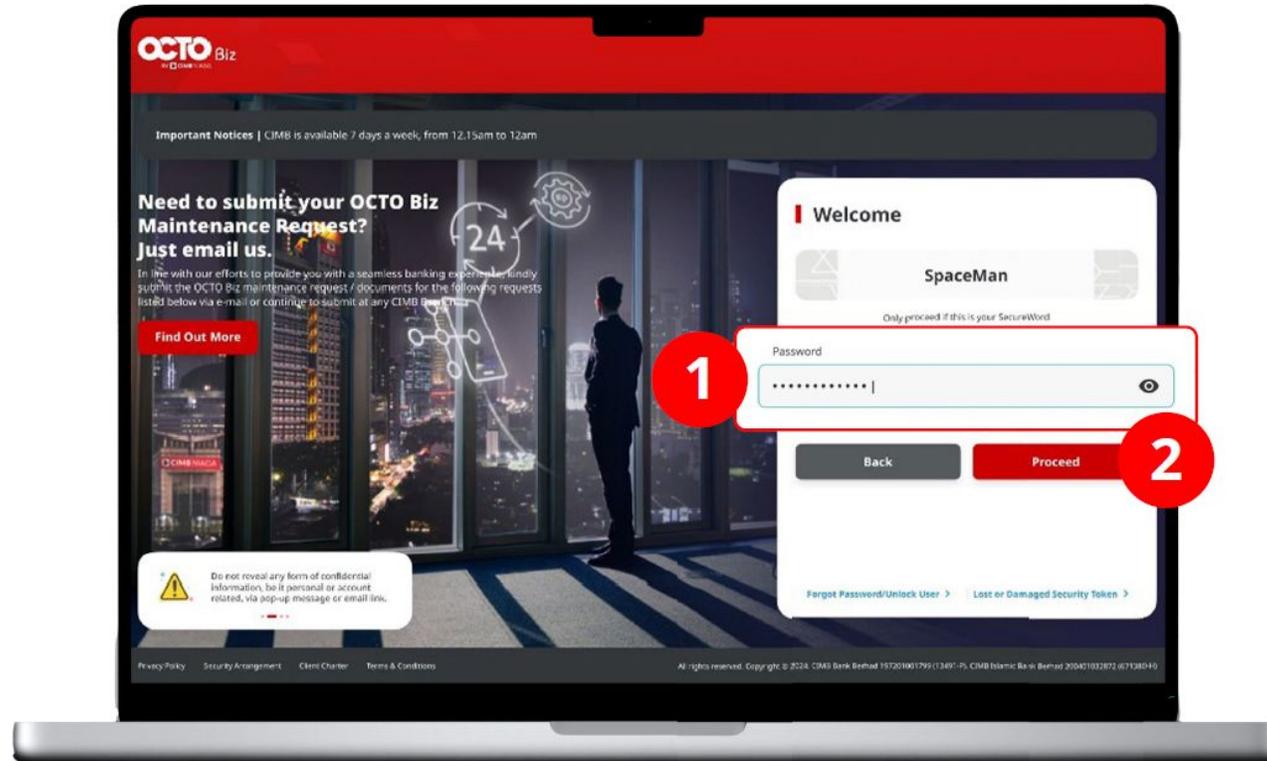


TRANSFER TO OWN ACCOUNT

Approve Transaction

Mobile Token

Approval Process - Mobile Token is used for users who have **Mobile Token**



Login as **Approver**

- 1 Fill in the **Password**
- 2 Click **Proceed**

The screenshot shows the OCTO Biz interface. On the left, a side menu is visible with the 'Task List' option highlighted. A red circle with the number '1' is placed over the 'Task List' menu item. The main content area displays a 'Task List' table with the following columns: Transaction Type, Amount, Beneficiary Bank, Beneficiary Name, Account Nickname, Status, and Action. A red circle with the number '2' is placed over the first transaction row, which is a 'Transfer to Own CIMB Account' with a status of 'Pending Approval'.

Transaction Type	Amount	Beneficiary Bank	Beneficiary Name	Account Nickname	Status	Action
Transfer to Own CIMB Account IIA230913000000038			NGB ID SIT FUNC LONG DESCRIPTION ACCOUNT	GL ACCT 201D 70318565500	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005178	IDR 101,000.00 13 Sep 2023	BANK DANAMON INDONESIA 003400185983	DORISNO	BANGUN PERSADA SEKALI 760937442500	Pending Approval	Return Reject Approve
Transfer to Own CIMB Account IIA230913000000037	IDR 500,000.00 13 Sep 2023	-	-	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
Transfer to Own CIMB Account IIA230913000000036	IDR 123.00 13 Sep 2023	-	NGB ID SIT FUNC LONG DESCRIPTION ACCOUNT	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005170	IDR 10,000.00 13 Sep 2023	BPD JABAR BANTEN +6281888877666	JOHN SMITH	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005177	IDR 100.00 13 Sep 2023	null +6281888877666	JOHN SMITH	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005176	IDR 20,000.00 13 Sep 2023	BANK DANAMON INDONESIA 003400185983	DORISNO	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
Transfer to Own CIMB Account IIA230913000000035	IDR 500.00 13 Sep 2023	-	NGB ID SIT FUNC LONG DESCRIPTION ACCOUNT	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
Transfer to Other CIMB Account IFL230912000000071	IDR 150,000.00 12 Sep 2023	-	-	INTBM WAHYU 703057606100	Draft	

1 Navigate to side menu,
Click **Task List**

2 Click Transaction
Hyperlink

Task List > Details

Transaction Status : Pending Approval

Creation Date: 2023-09-25 13:16:52 WIB | Reference No.: IB1230925000006738

Transaction Group
Transaction Group: Domestic Transfer

Sender Details
From Account: 703057606100-IDR INTBM WAHYU | Payment Mode: RTGS
Payment Date: 25 Sep 2023

2 Item(s)

Reference No.	Beneficiary Account No.	Beneficiary Bank Name	Beneficiary Name	Amount	Bank Charges
IRT230925000000020	1232313123213456	PT BANK AMAR INDONESIA - LOMADJ1	Kristanto Haryadi	IDR 200,000,000.00	IDR 0.00
IRT230925000000019	6417770945	PT BANK AMAR INDONESIA - LOMADJ1	Vip Wan San	IDR 1,000,000,000.00	IDR 0.00
Total Amount: IDR 1,200,000,000.00				Total Charges: IDR 0.00	

User Activities

User	Activities	Date / Time	Remark
MAKER7	Submit	25 Sep 2023 13:16:53 WIB	

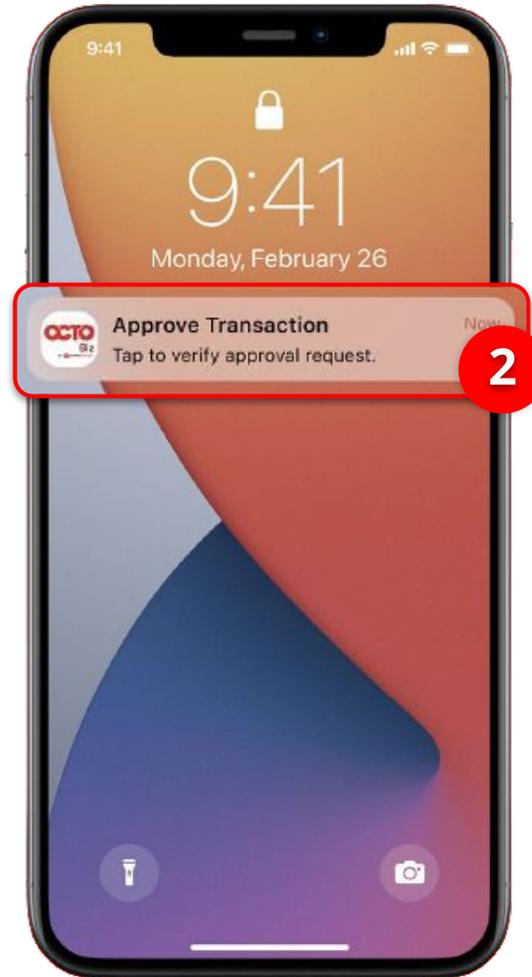
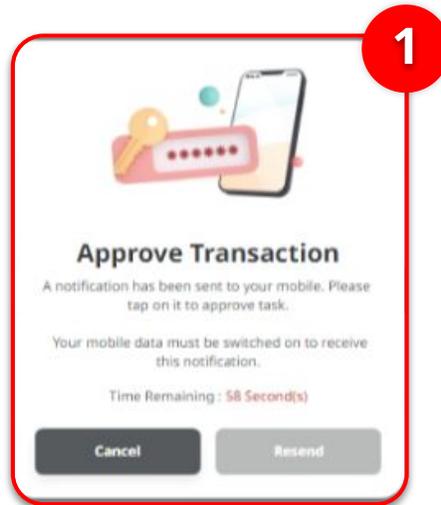
Remark
Remarks: Enter
Maximum 100 characters

Buttons: Back, Return, Reject, **Approve** (1)



Review Transaction

- 1 Click Approve
- 2 Click Yes

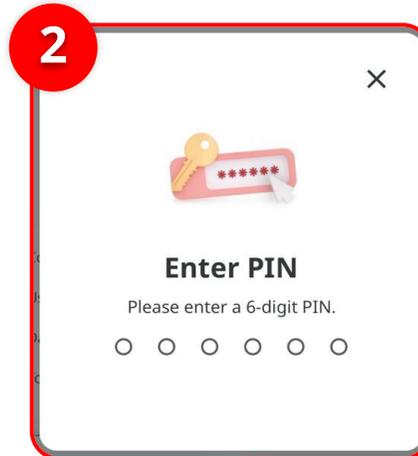
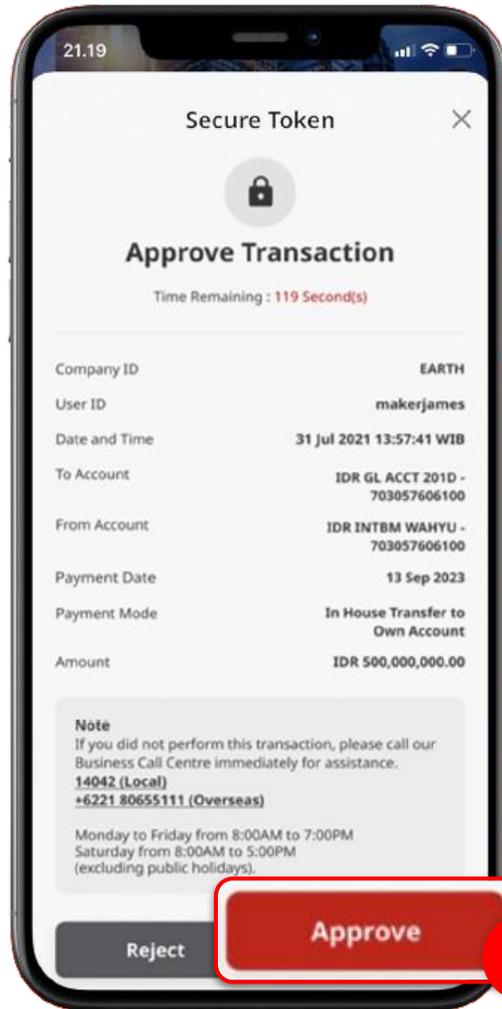


- 1 System will show the Approve Transaction Po-up on Website
- 2 System will send mobile notification. Open the mobile device, click notification bar.

STEP

05

APPROVER



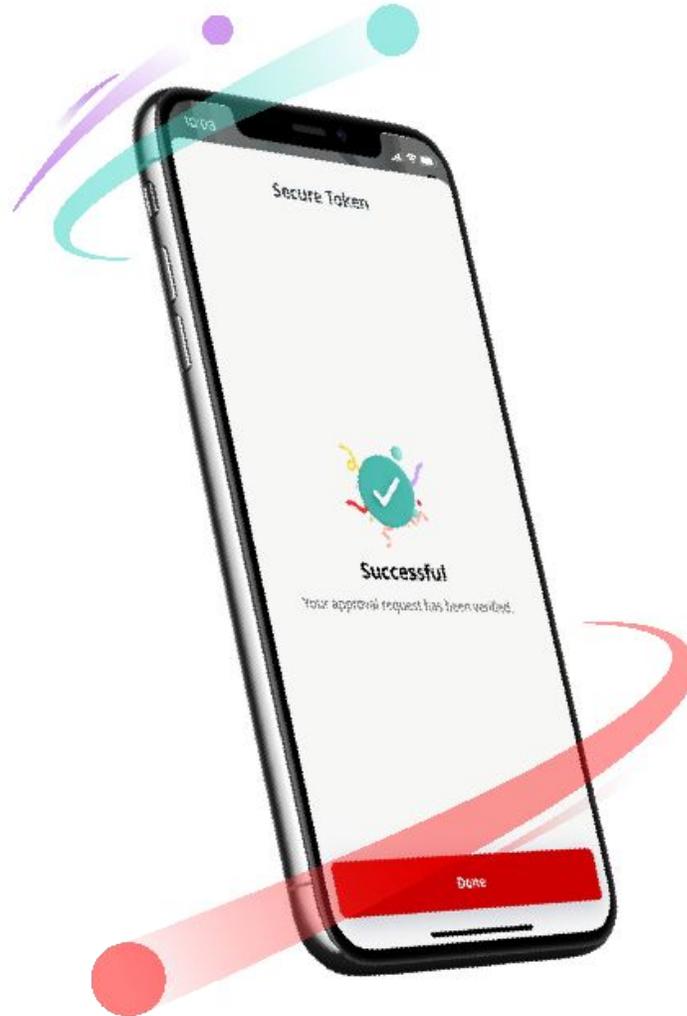
1 Click **Approve Button**

2 Fill in the **6-Digit Pin**

STEP

06

APPROVER



If Transaction is Success, system will show the **Acknowledgement Page on mobile device**

STEP

07

APPROVER

Task List > Acknowledgement

Transaction(s) approved
Reference No. : 11A230913000000037 Approved On : 13 Sep 2023 15:52:38 WIB

Status : **Authorised**

Note: Refer to Transaction Status Inquiry Module for latest details updated status.

Transaction Group
Transaction Group
InHouse Transfer

Sender Details

From Account	Payment Mode	Payment Date
IDR INTBM WAHYU - 793057606100	Inhouse Transfer to Own Account	13 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 2010-70318565500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	500,000.00	IDR 0.00

Other Details

Customer Reference No.	Other Payment Details
Reference	OPD

Print Done

On website, system also navigate to **Acknowledgement** page

Task List > Acknowledgement

Transaction(s) approved

Reference No. : IIA230913000000037 Approved On : 13 Sep 2023 15:52:38 WIB

Status : **Successful**

Note: View details on this item via Transaction Status Inquiry.

Transaction Group

Transaction Group
InHouse Transfer

Sender Details

From Account	Payment Mode	Payment Date
IDR INTBM WAHYU - 703057606100	Own Account	13 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 201D-703185655500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	500,000.00	IDR 0.00

Other Details

Customer Reference No.	Other Payment Details
Reference	OPD

Print Done

If the Transaction is Success,
Status Transaction will be
changed into "Successful"

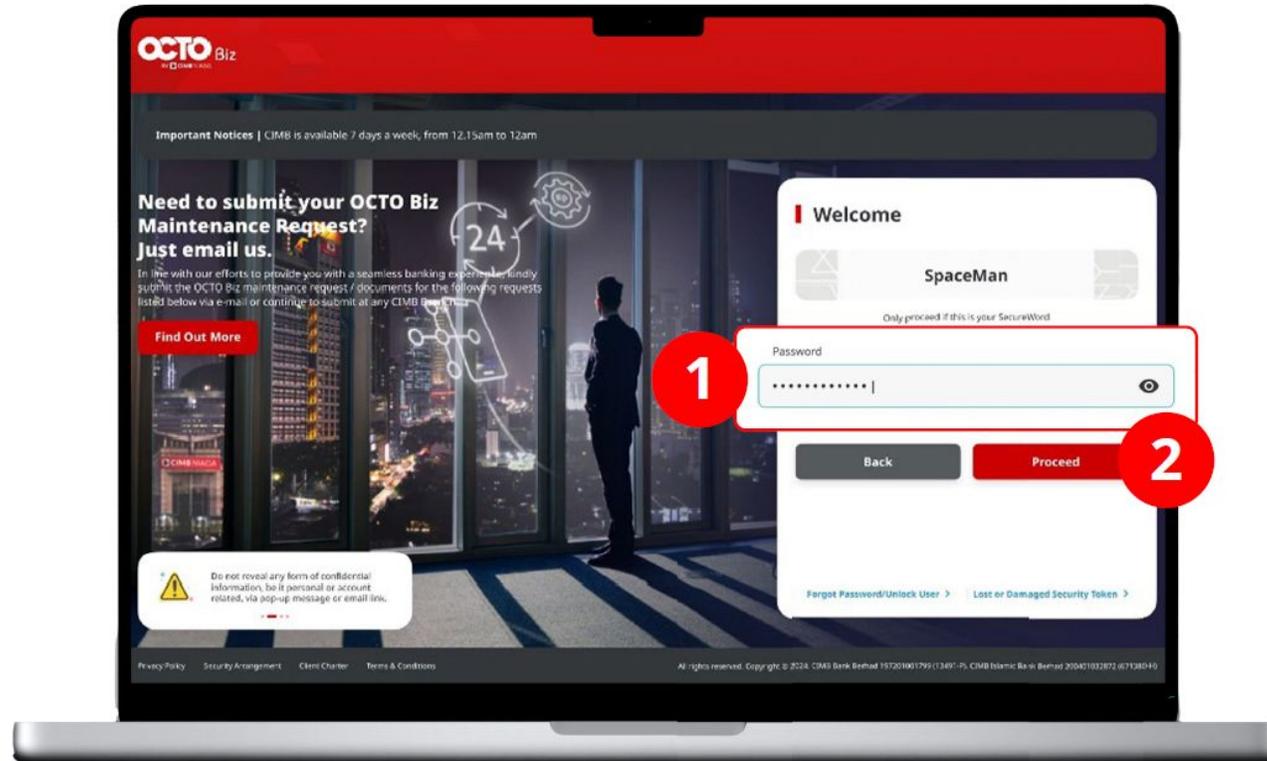


RTGS

Approve Transaction

Hard Token

Approval Process - Hard Token is used for users who have Hard-Token



Login as **Approver**

- 1 Fill in the **Password**
- 2 Click **Proceed**

The image shows a mobile application interface for OCTO Biz. On the left, a vertical sidebar menu is visible with the following items: Dashboard, Task List, Inquiry, Accounts, Pay & Transfer, Services, Reporting, Administration, Help & Support, and Settings. A red circle with the number '1' highlights the 'Task List' menu item. On the right, a larger screen displays the 'Task List' interface. At the top, it shows 'Viewing Transactions' and '1956 result(s)'. Below this is a table of transactions with columns for Transaction Type, Amount, Beneficiary Bank, Beneficiary Name, Account Nickname, Status, and Action. A red circle with the number '2' highlights the first transaction row, which is a 'Transfer to Own CIMB Account' with a status of 'Pending Approval'. At the bottom of the screen, there are buttons for 'Return Selected', 'Reject Selected', and 'Approve Selected'.

Transaction Type	Amount	Beneficiary Bank	Beneficiary Name	Account Nickname	Status	Action
Transfer to Own CIMB Account IIA230913000000038			NGB ID SIT FUNC LONG DESCRIPTION ACCOUNT	GL ACCT 201D 70318565500	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005178	IDR 101,000.00 13 Sep 2023	BANK DANAMON INDONESIA 003400185983	DORISNO	BANGUN PERSADA SEKALI 760937442500	Pending Approval	Return Reject Approve
Transfer to Own CIMB Account IIA230913000000037	IDR 500,000.00 13 Sep 2023			INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
Transfer to Own CIMB Account IIA230913000000036	IDR 123.00 13 Sep 2023		NGB ID SIT FUNC LONG DESCRIPTION ACCOUNT	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005170	IDR 10,000.00 13 Sep 2023	BPD JABAR BANTEN +62818888777666	JOHN SMITH	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005177	IDR 100.00 13 Sep 2023	null +62818888777666	JOHN SMITH	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
BI-FAST IBI230913000005176	IDR 20,000.00 13 Sep 2023	BANK DANAMON INDONESIA 003400185983	DORISNO	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
Transfer to Own CIMB Account IIA230913000000035	IDR 500.00 13 Sep 2023		NGB ID SIT FUNC LONG DESCRIPTION ACCOUNT	INTBM WAHYU 703057606100	Pending Approval	Return Reject Approve
Transfer to Other CIMB Account IFL230912000000071	IDR 150,000.00 12 Sep 2023			INTBM WAHYU 703057606100	Draft	

1 Navigate to Side menu,
Click Task List

2 Click Transaction
Hyperlink

STEP
03

APPROVER

Task List > Details

Transaction Status: Pending Approval

Creation Date: 2023-09-25 13:16:52 WIB | Reference No.: IB1230925000008738

Transaction Group: Domestic Transfer

Sender Details: From Account: 703057606100- IDR INTBM WAHYU | Payment Mode: RTGS | Payment Date: 25 Sep 2023

2 item(s)

Reference No.	Beneficiary Account No.	Beneficiary Bank Name	Beneficiary Name	Amount	Bank Charges
JRT230925000000020	12321112211356	PT BANK AMAR INDONESIA - LOMADJ1	Krisanto Haryadi	IDR 200,000,000.00	IDR 0.00
JRT230925000000019	6437270685	PT BANK AMAR INDONESIA - LOMADJ1	Yip Wan San	IDR 1,000,000,000.00	IDR 0.00
Total Amount: IDR 1,200,000,000.00				Total Charges: IDR 0.00	

User Activities

User	Activities	Date / Time	Remark
MAKER7	Submit	25 Sep 2023 13:16:53 WIB	

Remark: Enter (Maximum 100 characters)

Buttons: Back, Return, Approve (1)

Approve Transaction

Step 1: Turn on the device and press number 2. (Image of keypad with '2' highlighted)

Step 2: Enter the following number into your device. 35710833 (Image of keypad)

Step 3: Enter the 8-digit code here. Enter 8-digit code (Image of keypad with '12345678' on screen)

Submit (2)

Review the Transaction,

1 Click **Approve**

2 System will show the **Approve Transaction Pop Up**

STEP

04

APPROVER



- 1 Turn on the Hard Token device by **Clicking Play button**
- 2 Enter the **Secure pin number**
- 3 if the pin is correct, system will show **"APPLI"** on device Screen.
- 4 Click **"2"** button to go to **Transaction Signing Feature**.

STEP

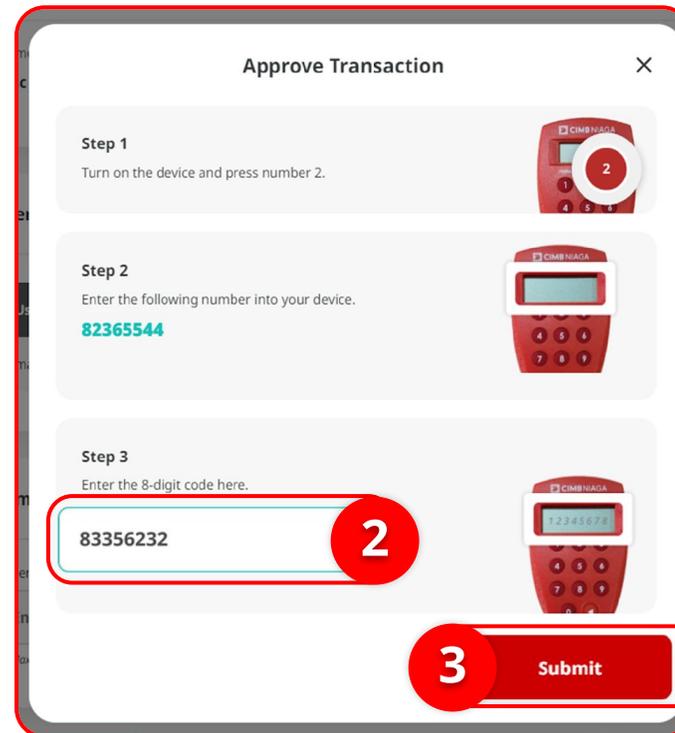
05

APPROVER

Step 2
Enter the following number into your device.
35710833



- 1 **Input the code** that show on the **Pop-up Box website**
- 2 **Click Play Button**



- 1 Hard-Token device will show the **8-digit Code**
- 2 **Input the code to Approve Transaction Pop up**
- 3 Click **Submit button**

STEP

07

APPROVER

Task List > Acknowledgement

Transaction(s) approved
Reference No. : 11A230913000000037 Approved On : 13 Sep 2023 15:52:38 WIB

Status : **Authorised**

Note: Refer to Transaction Status Inquiry Module for latest details updated status.

Transaction Group
Transaction Group
InHouse Transfer

Sender Details

From Account	Payment Mode	Payment Date
IDR INTBM WAHYU - 793057606100	Inhouse Transfer to Own Account	13 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 2010-70318565500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	500,000.00	IDR 0.00

Other Details

Customer Reference No. Reference	Other Payment Details OPD
-------------------------------------	------------------------------

Print Done

On website, system also navigate to **Acknowledgement page**

Task List > Acknowledgement

Transaction(s) approved
Reference No. : IIA230913000000037 Approved On : 13 Sep 2023 15:52:38 WIB

Status : **Successful**

Note: View details on this item via Transaction Status Inquiry.

Transaction Group
Transaction Group
InHouse Transfer

Sender Details

From Account	Payment Mode	Payment Date
IDR INTBM WAHYU - 703057606100	Own Account	13 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 201D-703185655500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	500,000.00	IDR 0.00

Other Details

Customer Reference No.	Other Payment Details
Reference	OPD

Print Done

If the Transaction is Success, Status Transaction will be **changed into "Successful"**



OCTO Biz
BY  **CIMB NIAGA**