

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

Transaction

Inhouse Transfer

Website

TUTORIALOCTOBIZ2025

KEJAR MIMPI

Transaction

Inhouse Transfer

Transaction – Inhouse Transfer adalah modul untuk melakukan mode pembayaran bagi nasabah untuk melakukan transfer ke rekening CIMB lainnya & OCTOPay

Transaction – Inhouse Transfer module to facilitate payment mode for customers to **transfer to other** CIMB accounts & OCTOPay

03

Create
Transaction

47

Approve
Transaction

Inhouse Transfer

Create Transaction

Maker-Approver Flow

Single-Access User

Multiple Beneficiary Submissions

Inhouse Transfer

Create Transaction

Maker-Approver Flow

Transaksi menggunakan **Inhouse Transfer** dengan skema transaksi ***maker*** dan ***approver***

Transaction using Inhouse Transfer using maker and approver flow

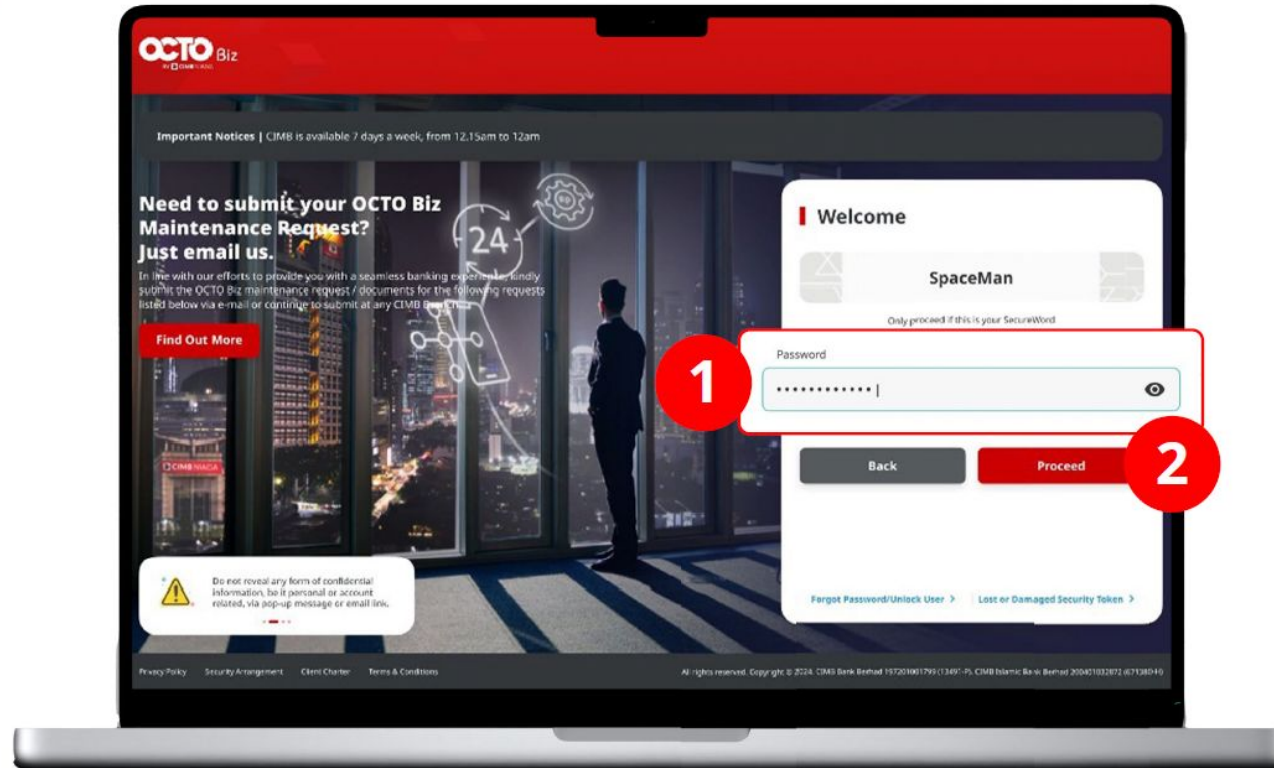


1 **Maker** Masuk dengan menggunakan **User & Company ID**

Maker login using User & Company ID

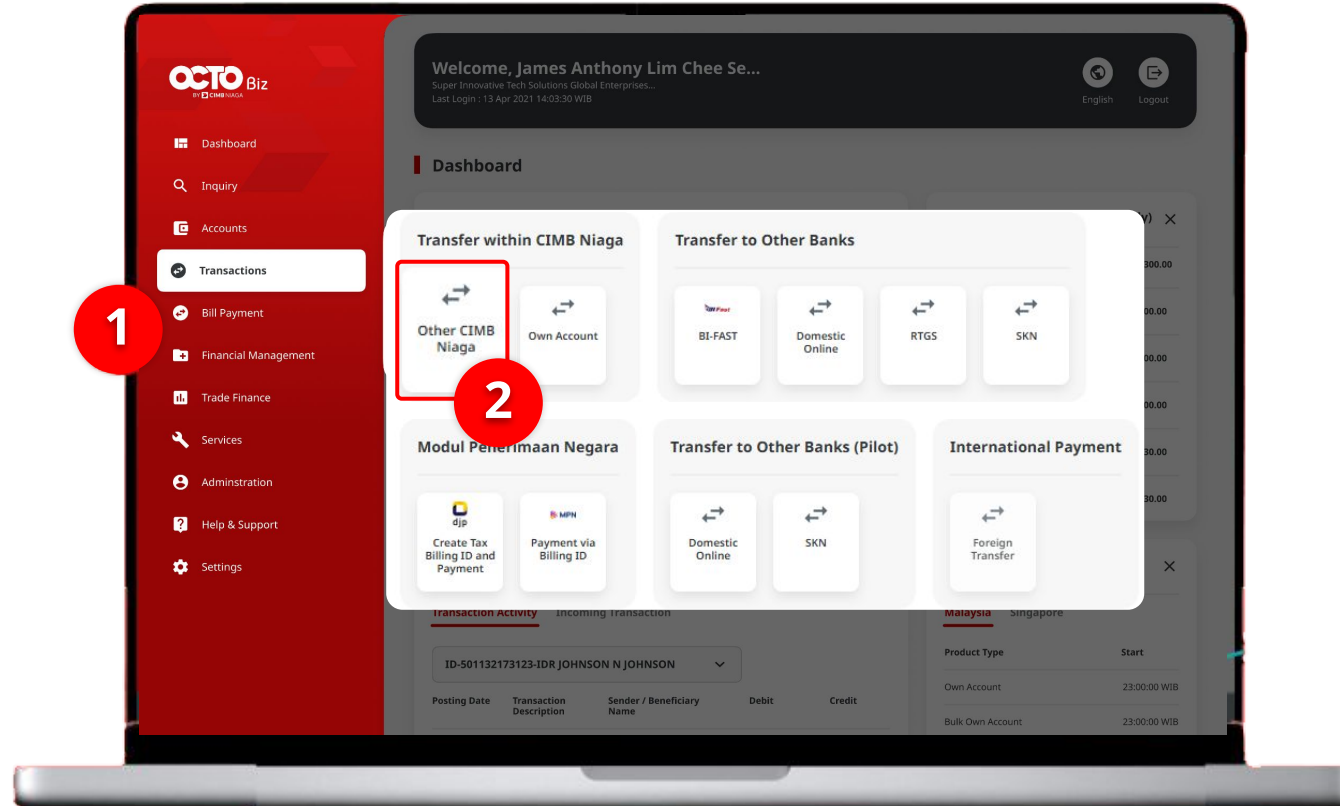
2 Klik **Next**

Click Next



1 Isi **Password**
Input **Password**

2 Klik **Proceed**
Click **Proceed**



Sistem akan menampilkan Halaman ***Dashboard***

System will show the ***dashboard page***

1 Arahkan kursor ke ***Transaction***
Navigate cursor to ***Transaction***

2 Pilih ***Other CIMB Niaga***
Choose ***Other CIMB Niaga***

BI-FAST

Product Group

Product Group *

Domestic Transfer

Sender Details

From Account *

Select

Payment Mode *

BI-FAST

Bank Charges (IDR 0.00)

25 Sep 2023

☐ Recurring transfer

Beneficiary Details

Transfer Money Via *

Bank Account

Beneficiary Bank Name *

Select

Beneficiary Account No. *

Enter

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

Enter

Other Details

Customer Reference No. *

Enter

Other Payment Details *

Enter

Category Purpose Code *

02 - Transfer of Wealth

Charges Borne by (If Any)

Select

Add Another Transaction Save as Draft Next

Your Account Listing

Search By

Account Name Account No. Account Name

Search

Account Name	Account No.	Account Balance
ING ID SIT FUNG LONG DESCRIPTION ACCOUNT	123213123213456	IDR 0.00
DITBM WAHYU	703057606100	IDR 1,883,242,330,088.76
GL ACCT 01110	703089333800	IDR 0.00
GL ACCT 2010	703189403500	IDR 47,839,875.15
GL ACCT 20A	703191086400	IDR 34,015,308.00
GL ACCT 20B	703191691600	IDR 596,642.00
BANGUN PERSADA SEKALI	703196574000	IDR 101,677,644.48
IDR ACCT 01	760805613000	IDR 72,333,185.05
BANGUN PERSADA SEKALI	760807442500	IDR 0.826,812,563,065.69
GL ACCT 0111E	760840301100	IDR 0.00
GL ACCT 01110	80000332501	IDR 0.00
GL ACCT 20D	80000332502	IDR 0.00

1 of 2

3 Next

1 Pada halaman *Data Payment Entry*, **Pilih From Account**

*On data payment entry page, Choose **from account***

2 Pilih **Sumber Dana**
*Choose **source of funds***

3 Klik **Next**
*Click **Next***

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Saved Templates

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

11 Sep 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

Saved Beneficiary

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

1 Pilih Tanggal yang Sesuai

Choose *Transaction Date*

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Saved Templates

Sender Details

From Account *

Payment Mode *

Select

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

CIMB Niaga Account

OCTO Pay

Beneficiary Account No. *

Saved Beneficiary

Other Details

Customer Reference No. *

Other Payment Details *

Enter

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save as Draft

Next

1 Pilih **Beneficiary Account Type**

Choose **Beneficiary Account Type**

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

IDR - INDONESIA RU...

Enter

Other Details

Customer Reference No. *

Enter

Other Payment Details *

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save as Draft

Next

1 Jika Tipe akun = **CIMB Niaga Account**,
isi **Beneficiary Account Number**

*If account type: **CIMB Niaga Account**,
fill in the **Beneficiary Account
Number***

LANGKAH

06b

MAKER

OPSIONAL

Maker-Approver Flow | Inhouse Transfer

Menu: Transaction > Other CIMB Niaga

Other CIMB Niaga Account

Transaction Group Saved Templates

Transaction Group *

InHouse Transfer

Sender Details

From Account * Payment Mode *

Select Other CIMB Niaga Account

Payment Date *

07 Nov 2023 ☐ Recurring transfer

Beneficiary Details Saved Beneficiary

Account Type * Mobile No. *

OCTO Pay +62

Transaction Details

Transaction Currency * Amount *

IDR - INDONESIA RU... Enter

Other Details

Customer Reference No. * Other Payment Details *

Enter Enter

Payment Advice

No Advice Simple Advice

Add Another Transaction Save as Draft Next

1 Jika Tipe Akun = **OCTO Pay**, Isi **Mobile Number**

*If account type: **OCTOPay**, fill in the **Mobile Number***

LANGKAH

07

MAKER

Other CIMB Niaga Account

Transaction Group Saved Templates

Transaction Group *

InHouse Transfer

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details Saved Beneficiary

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

Enter

Other Details

Customer Reference No. *

Reference

Other Payment Details *

OPD

Payment Advice

Other CIMB Niaga Account > Review Details

Transaction Group

Transaction Group

InHouse Transfer

Sender Details

From Account

IDR INTBM WAHYU - 783057606100

Payment Mode

Other CIMB Niaga Account

Payment Date

14 Sep 2023

Beneficiary Details

Account Type

CIMB Niaga Account

Beneficiary Account No.

IDR 800152204200

Beneficiary Name

BANGUN PERSADA SEKALI

Beneficiary Account Currency

IDR - INDONESIAN RUPIAH

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	600,000.00	IDR 0.00

Other Details

Customer Reference No.

RR

Other Payment Details

OPD

Maker-Approver Flow | Inhouse Transfer

Menu: Transaction > Other CIMB Niaga

- 1 Lengkapi bagian **Mandatory Fields**
*Complete the **Mandatory Fields***
- 2 Klik **Next**
*Click **Next***
- 3 Lalu akan menampilkan halaman Review Details, **Klik Submit**
*System will show the Review Details page, Click **Submit***

Other CIMB Niaga Account > Acknowledgement

Task has been sent for approval

Reference No. : ITT230914000000083 Submitted On : 14 Sep 2023 17:41:09 WIB

Transaction Group

Transaction Group
InHouse Transfer

Sender Details

From Account
IDR INTBM WAHYU - 703057606100
Payment Date
14 Sep 2023

Payment Mode
Other CIMB Niaga Account

Beneficiary Details

Account Type
CIMB Niaga Account
Beneficiary Name
BANGUN PERSADA SEKALI

Beneficiary Account No.
IDR 800152204200
Beneficiary Account Currency
IDR - INDONESIAN RUPIAH

Transaction Details

Transaction Currency
IDR - INDONESIAN RUPIAH

Amount
600,000.00

Bank Charges
IDR 0.00

Other Details

Customer Reference No.
RR

Other Payment Details
OPD

Print Save As Template Save As Beneficiary Make Another Transaction

Sistem Lalu menampilkan **Halaman Acknowledgement**

System will show the **acknowledgement page**

Langkah melakukan Approve Transaction Kunjungi Halaman

To approve transaction, go to page:

48

Mobile Token

55

Hard Token

Inhouse Transfer

Create Transaction

Single-Access User

Transaksi menggunakan **Inhouse Transfer** dengan skema transaksi ***Single access user***

Transaction using Inhouse Transfer with Single access user flow

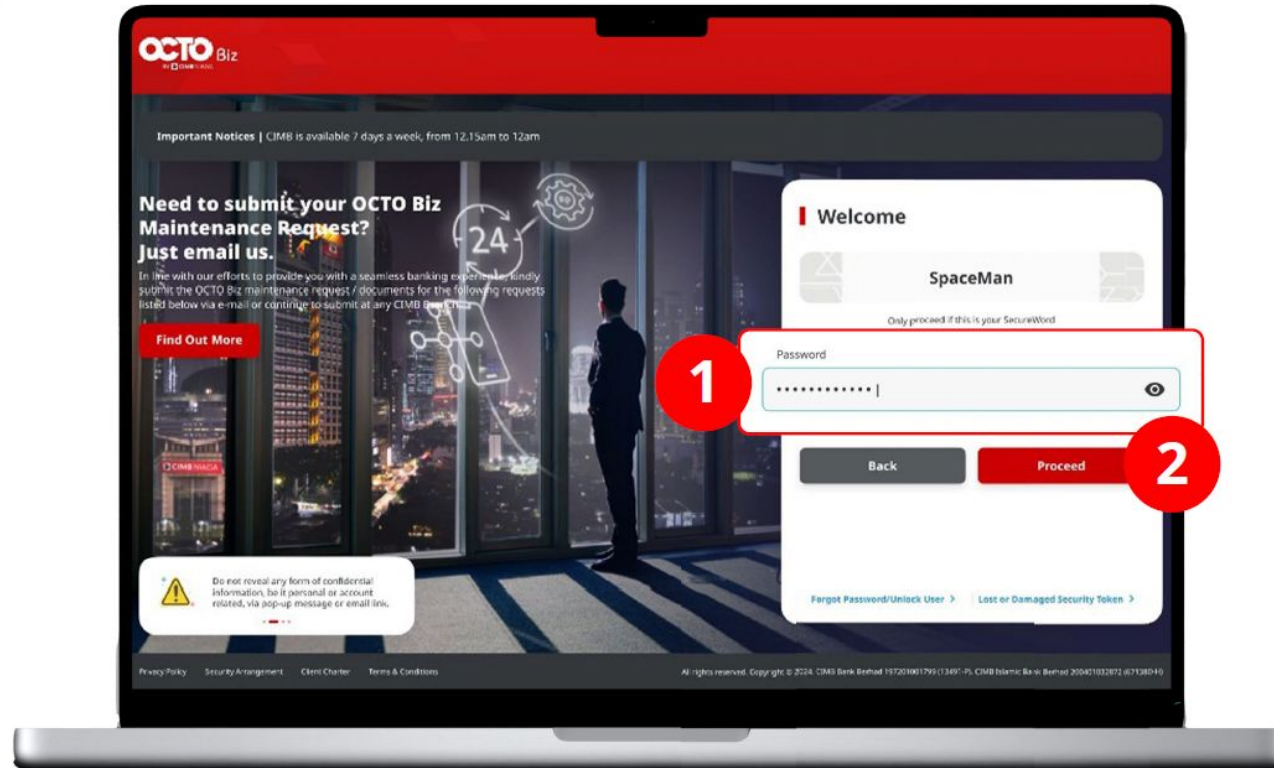


- 1 **User SAU** Masuk dengan menggunakan **User & Company ID**

User SAU login using User & Company ID

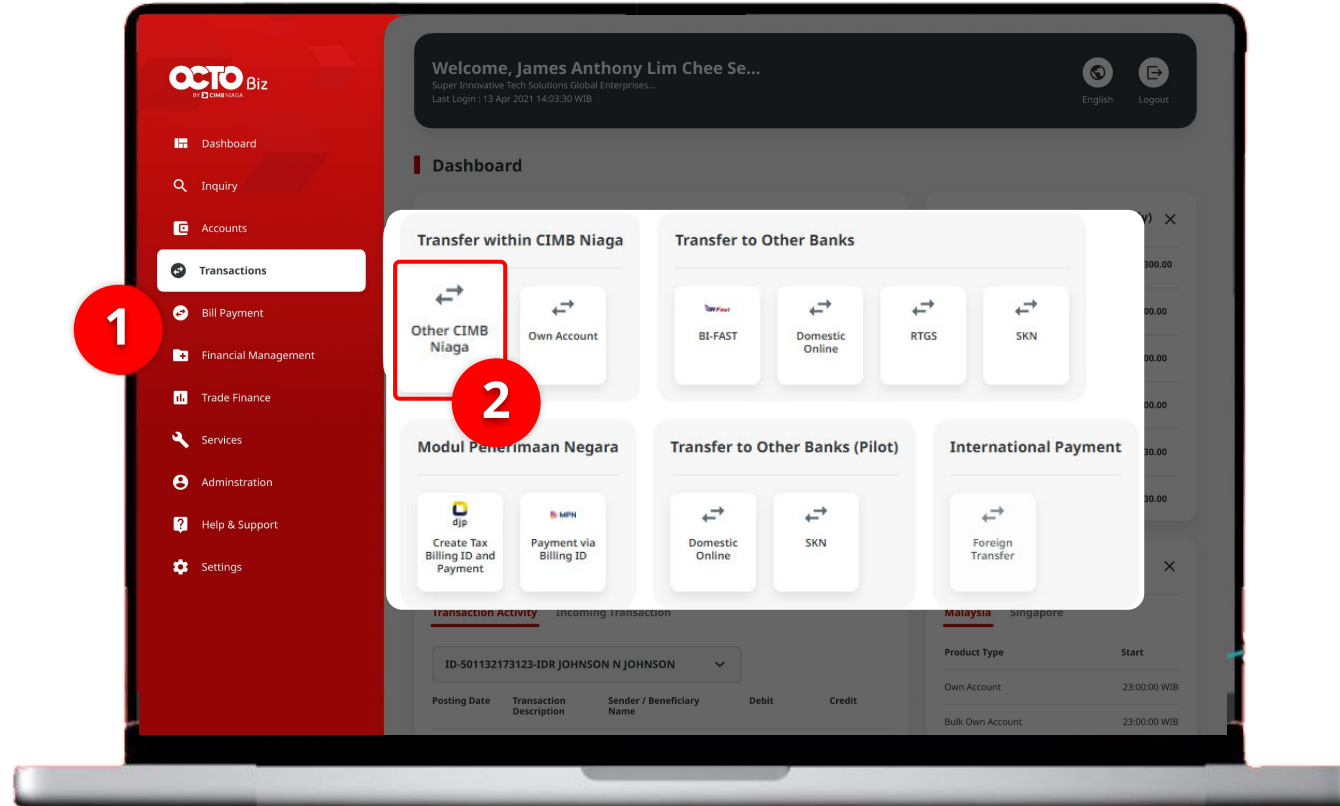
- 2 Klik **Next**

Click Next



1 Isi **Password**
Input **Password**

2 Klik **Proceed**
Click **Proceed**



Sistem akan menampilkan Halaman ***Dashboard***

*System will show the **dashboard** page*

1 Arahkan kursor ke ***Transaction***
*Navigate cursor to **Transaction***

2 Pilih ***Other CIMB Niaga***
*Choose **Other CIMB Niaga***

1

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Sender Details

From Account *

Select

07 Nov 2023

Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

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
INGB ID SIT FULCRUM LONG DESCRIPTION ACCOUNT	1202313123213456	IDR 0.00
BANKUPESBT	700002171400	IDR 0.00
INTBM WAHYU	703057606100	IDR 1,883,242,330,088.76
GL ACCT 0111D	700000000000	IDR 0.00
GL ACCT 2010D	700100000000	IDR 47,030,875.15
GL ACCT 20A	700100000000	IDR 34,910,308.00
GL ACCT 20B	700100000000	IDR 106,642.00
BANGUN PERSADA SEXALI	700100000000	IDR 101,677,044.46
IDR ACCT 01	700100000000	IDR 72,333,185.85
BANGUN PERSADA SEXALI	700307142000	IDR 8,526,812,563,965.89
GL ACCT 0111E	700540001100	IDR 0.00
GL ACCT 0111D	800000000000	IDR 0.00
GL ACCT 20D	800000000000	IDR 0.00

3

Next

1 Pada halaman *Data Payment Entry*, **Pilih From Account**

*On data payment entry page, Choose **from** account*

2 Pilih **Sumber Dana**

*Choose **source of funds***

3 Klik **Next**

*Click **Next***

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Saved Templates

Sender Details

From Account *

Payment Mode *

Select

Other CIMB Niaga Account

Payment Date *

11 Sep 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

Beneficiary Account No. *

CIMB Niaga Account

Saved Beneficiary

Transaction Details

Transaction Currency *

Amount *

IDR - INDONESIA RU...

Enter

Other Details

Customer Reference No. ●

Other Payment Details ●

Enter

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save as Draft

Next

1 Pilih Tanggal yang Sesuai

Choose *Transaction Date*

OCTO Biz
BY CIMB NIAGA

TUTORIALOCTOBIZ2025

20

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Saved Templates

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

CIMB Niaga Account

OCTO Pay

Beneficiary Account No. *

Other Details

Customer Reference No. ❶

Enter

Other Payment Details ❶

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save as Draft

Next

1 Pilih **Beneficiary Account Type**

Choose **Beneficiary Account Type**

Other CIMB Niaga Account

Transaction Group

Transaction Group *

Inhouse Transfer

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

IDR - INDONESIA RU...

Enter

Other Details

Customer Reference No. *

Enter

Other Payment Details *

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save as Draft

Next

1 Jika Tipe akun = **CIMB Niaga Account**, isi **Beneficiary Account Number**

*If account type: **CIMB Niaga Account**, fill in the **Beneficiary Account Number***

1 Jika Tipe Akun = **OCTO Pay**, Isi **Mobile Number**

*If account type: **OCTOPay**, fill in the **Mobile Number***

LANGKAH

07

USER SAU

Other CIMB Niaga Account

Transaction Group Saved Templates

Transaction Group *

Inhouse Transfer

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details Saved Beneficiary

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

Transaction Details

Transaction Currency *

IDR - INDONESIA RUPIAH

Amount *

Enter

Other Details

Customer Reference No. ⓘ

Reference

Other Payment Details ⓘ

OPD

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save

Next

Other CIMB Niaga Account > Review Details

Transaction Group

Transaction Group

Inhouse Transfer

Sender Details

From Account

IDR INTBM WAHYU - 703057606100

Payment Mode

Other CIMB Niaga Account

Payment Date

14 Sep 2023

Beneficiary Details

Account Type

CIMB Niaga Account

Beneficiary Account No.

IDR 809152304200

Beneficiary Name

BANGUN PERSADA SEKALI

Beneficiary Account Currency

IDR - INDONESIA RUPIAH

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	600,000.00	IDR 0.00

Other Details

Customer Reference No.

RR

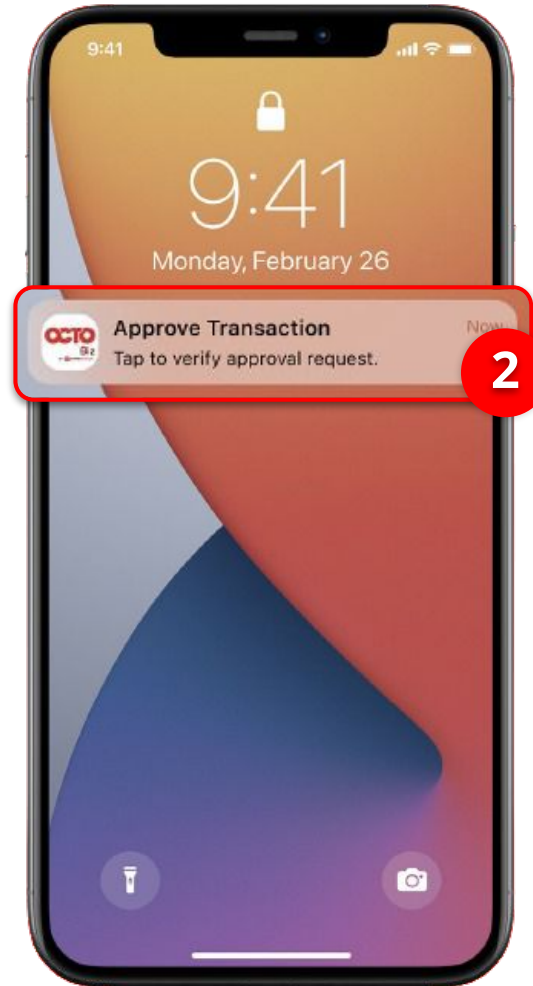
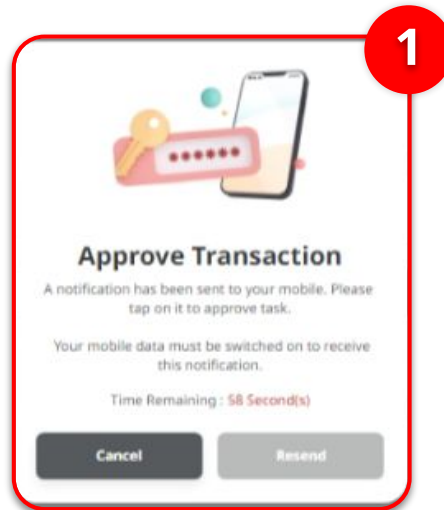
Other Payment Details

OPD

Back

Submit

- 1 Lengkapi bagian **Mandatory Fields**
*Complete the **Mandatory Fields***
- 2 Klik **Next**
*Click **Next***
- 3 Lalu akan menampilkan halaman Review Details, **Klik Submit**
*System will show the Review Details page, Click **Submit***

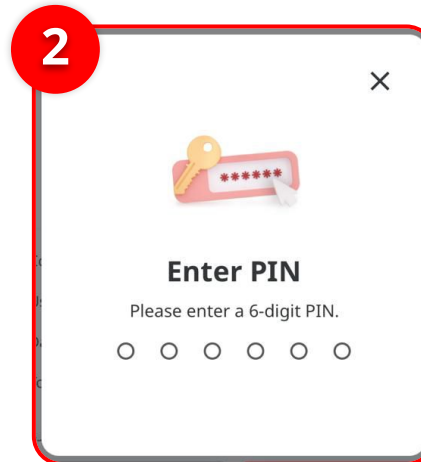
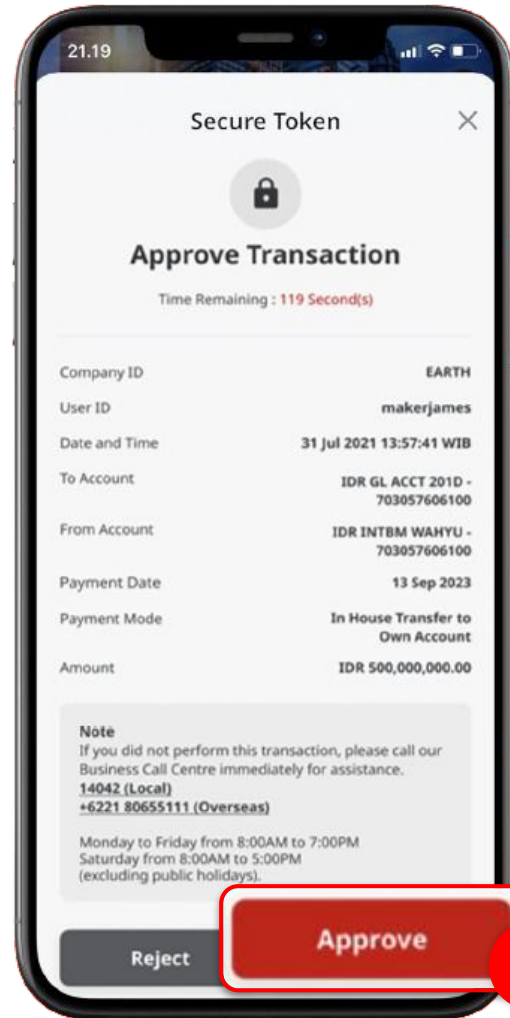


- 1 Sistem akan menampilkan **Pop-Up Approver transaksi pada Website**

*System will show the **Approve Transaction pop up** on website*

- 2 Sistem akan **mengirimkan notifikasi** di perangkat *mobile*. Buka perangkat *mobile*, **Klik Bar Notifikasi**

*System will send you notification on mobile device, Open device and **click notification bar***

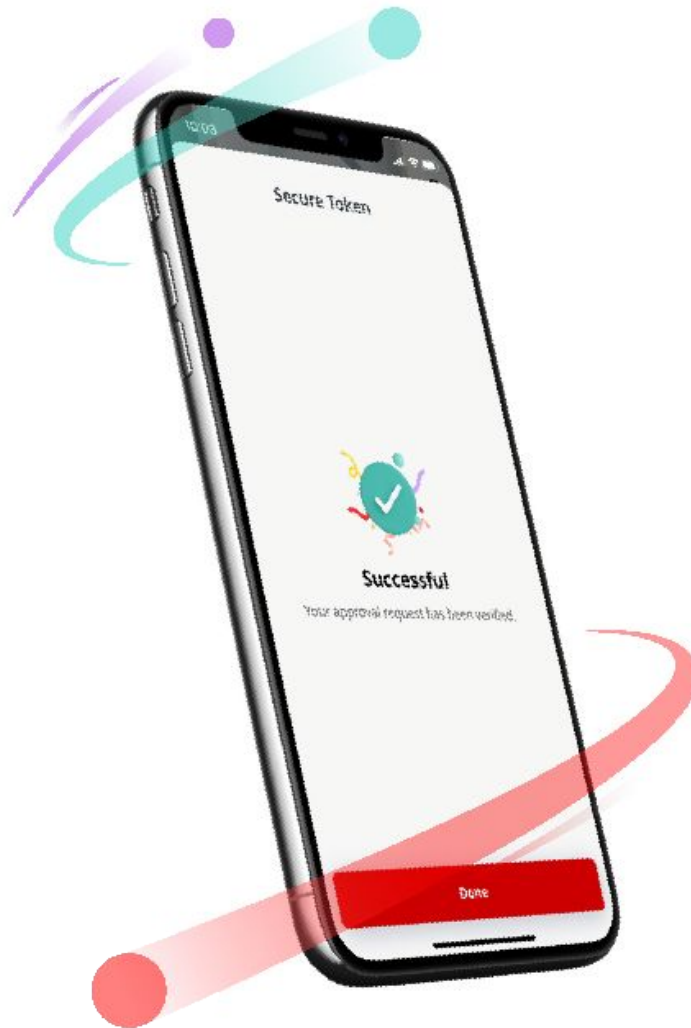


1 Klik Tombol **Approve**

*Click **Approve***

2 Isi **6-Digit Pin**

*Input **6-Digit Pin***



Jika Transaksi Sukses, Sistem akan menampilkan **pesan notifikasi Acknowledgement** di **Perangkat Mobile**

*Once succeed, system will show the **Acknowledgement message** on device*

Other CIMB Niaga Account > Acknowledgement

Successful

Reference No. : IIT23091400000089
Submitted On : 14 Sep 2023 18:38:28 WIB

Status : Successful

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

Transaction Group

Transaction Group

InHouse Transfer

Sender Details

From Account

IDR INTBM WAHYU - 703057606100

Payment Mode

Other CIMB Niaga Account

Payment Date

14 Sep 2023

Beneficiary Details

Account Type

OCTO Pay

Mobile No.

+62 87723456789

Beneficiary Name

ANYA FORGER

Transaction Details

Transaction Currency

IDR - INDONESIAN RUPIAH

Amount

40,000.00

Bank Charges

IDR 0.00

Other Details

Customer Reference No.

RR

Other Payment Details

OPD

Print
Save As Template
Save As Beneficiary
Make Another Transaction

Pada Website, Sistem juga akan mengarahkan ke **Halaman Acknowledgement**.

On the *website*, system also will show the *acknowledgement page*

Other CIMB Niaga Account > Acknowledgement

Successful

Reference No. : IIT230914000000089
Submitted On : 14 Sep 2023 18:38:28 WIB

Status : Successful

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

Transaction Group

Transaction Group
InHouse Transfer

Sender Details

From Account
IDR INTBM WAHYU - 703057606100

Payment Mode
Other CIMB Niaga Account

Payment Date
14 Sep 2023

Beneficiary Details

Account Type
OCTO Pay

Mobile No.
+62 87723456789

Beneficiary Name
ANYA FORGER

Transaction Details

Transaction Currency
IDR - INDONESIAN RUPIAH

Amount
40,000.00

Bank Charges
IDR 0.00

Other Details

Customer Reference No.
RR

Other Payment Details
OPD

Print
Save As Template
Save As Beneficiary
Make Another Transaction

Ketika Proses pembayaran selesai, Status transaksi akan berubah menjadi **“Successful”**

Transaction status will change into “Successful”

Inhouse Transfer

Create Transaction

Multiple Beneficiary Submissions

Transaksi menggunakan **Inhouse Transfer** ke **lebih dari satu rekening penerima**

*Transaction using **Inhouse Transfer** to multiple beneficiaries*

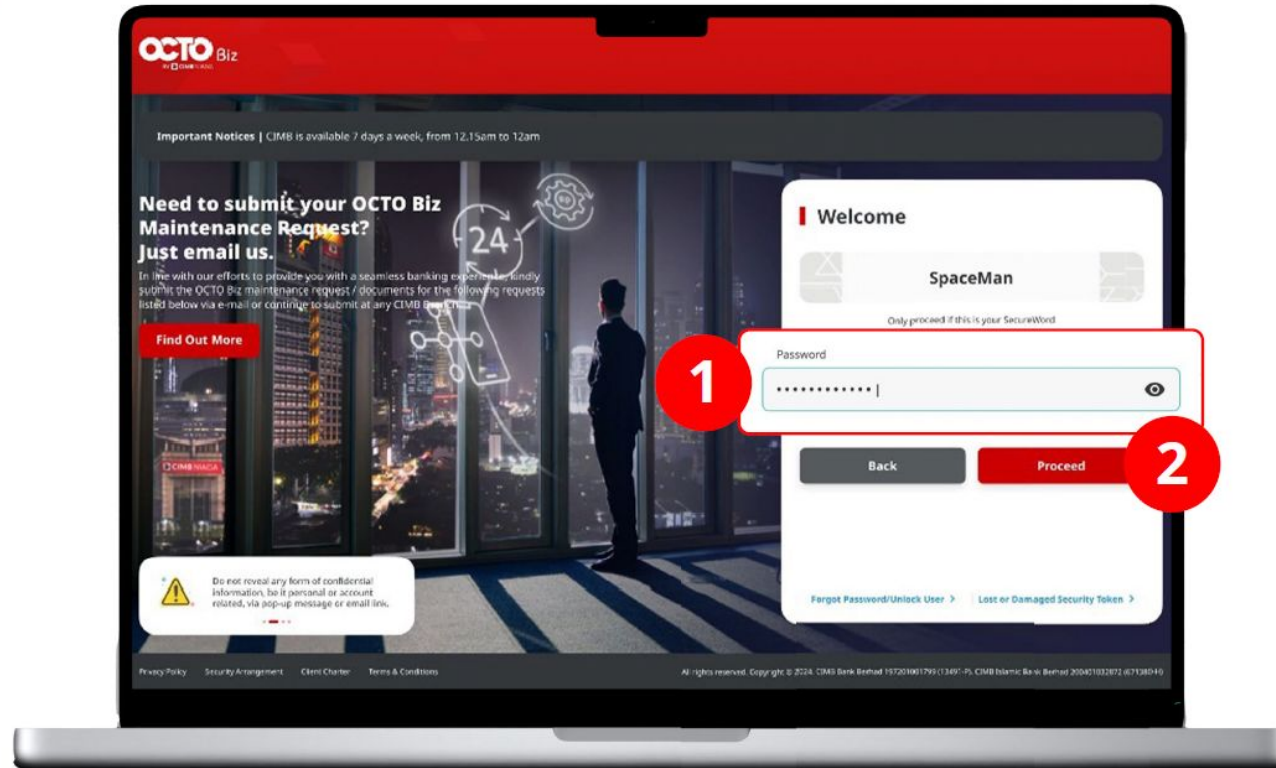


- 1 **User SAU** Masuk dengan menggunakan **User & Company ID**

User SAU login using User & Company ID

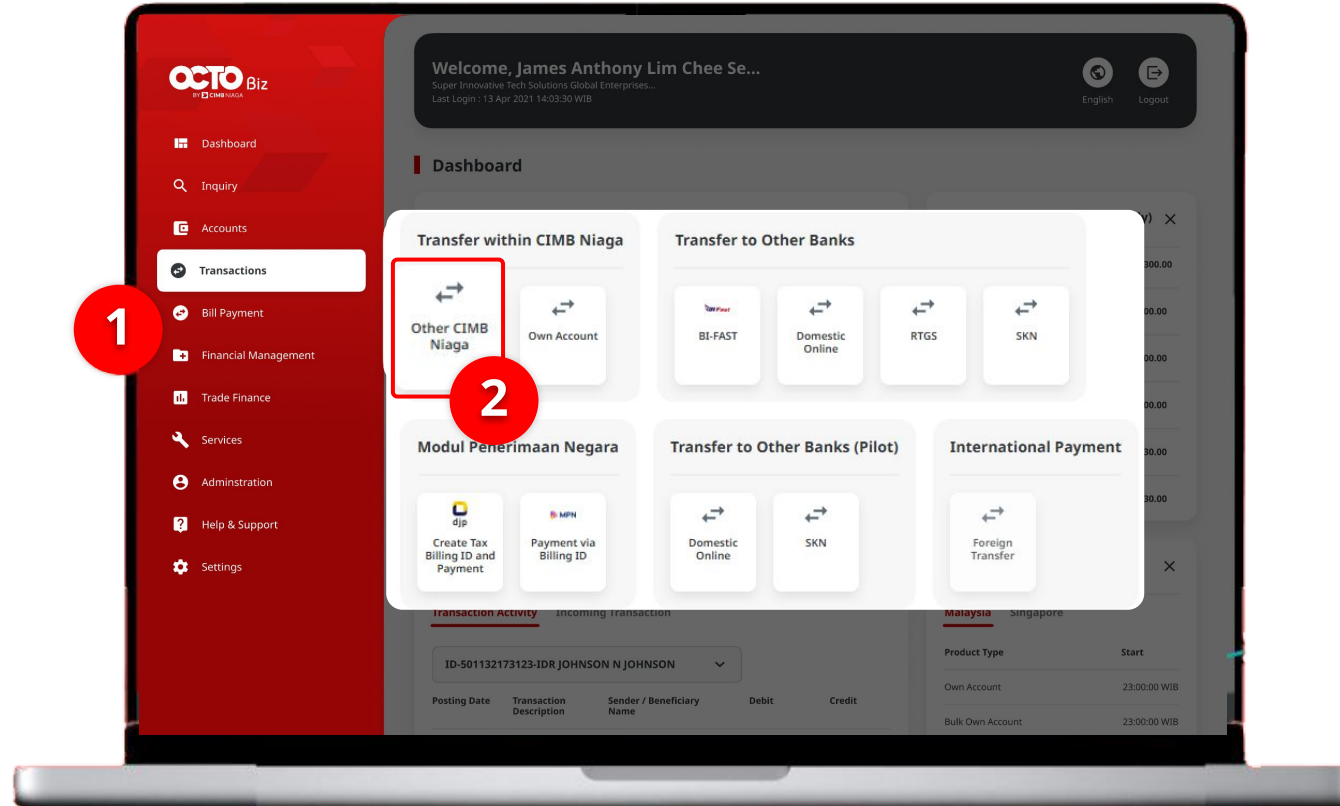
- 2 Klik **Next**

Click Next



1 Isi **Password**
Input **Password**

2 Klik **Proceed**
Click **Proceed**



Sistem akan menampilkan Halaman ***Dashboard***

*System will show the **dashboard** page*

1 Arahkan kursor ke ***Transaction***
*Navigate cursor to **Transaction***

2 Pilih ***Other CIMB Niaga***
*Choose **Other CIMB Niaga***

1

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Sender Details

From Account *

Select

07 Nov 2023

Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

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
INGB ID SIT FULCRUM LONG DESCRIPTION ACCOUNT	120213123213456	IDR 0.00
BANKUPESBT	700002171400	IDR 0.00
INTBM WAHYU	703057606100	IDR 1,883,242,330,088.76
GL ACCT 0111D	700000000000	IDR 0.00
GL ACCT 2010D	700100000000	IDR 47,030,875.15
GL ACCT 20A	700100000000	IDR 34,910,308.00
GL ACCT 20B	700100000000	IDR 106,642.00
BANGUN PERSADA SEXALI	700100000000	IDR 101,677,044.46
IDR ACCT 01	700100000000	IDR 72,333,185.85
BANGUN PERSADA SEXALI	700307142000	IDR 8,526,812,563,965.89
GL ACCT 0111E	700540001100	IDR 0.00
GL ACCT 0111D	800000000000	IDR 0.00
GL ACCT 200	800000000000	IDR 0.00

3

Next

1 Pada halaman *Data Payment Entry*, **Pilih From Account**

*On data payment entry page, Choose **from** account*

2 Pilih **Sumber Dana**

*Choose **source of funds***

3 Klik **Next**

*Click **Next***

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Saved Templates

Sender Details

From Account *

Payment Mode *

Select

Other CIMB Niaga Account

Payment Date *

11 Sep 2023

Recurring transfer

1

Beneficiary Details

Account Type *

Beneficiary Account No. *

CIMB Niaga Account

Saved Beneficiary

Transaction Details

Transaction Currency *

Amount *

IDR - INDONESIA RU...

Enter

Other Details

Customer Reference No. *

Other Payment Details *

Enter

Enter

Payment Advice

No Advice

Simple Advice

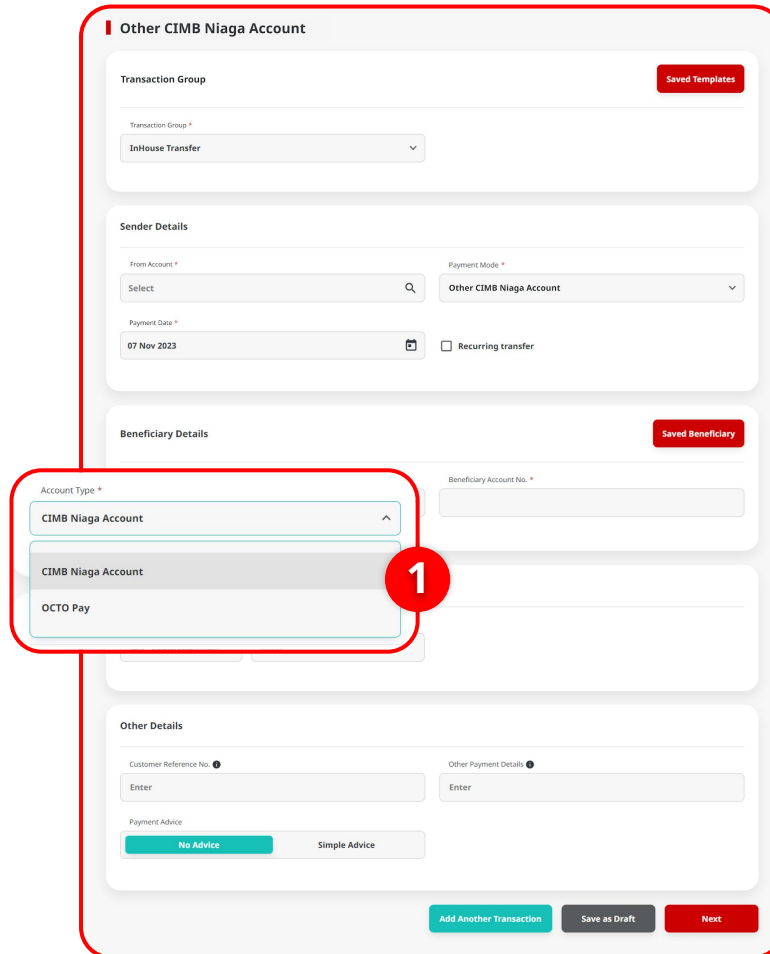
Add Another Transaction

Save as Draft

Next

1 Pilih Tanggal yang Sesuai

Choose *Transaction Date*



Other CIMB Niaga Account

Transaction Group Saved Templates

Transaction Group *

InHouse Transfer

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details Saved Beneficiary

Account Type *

CIMB Niaga Account

CIMB Niaga Account

OCTO Pay

Beneficiary Account No. *

Other Details

Customer Reference No. ?

Enter

Other Payment Details ?

Enter

Payment Advice

No Advice Simple Advice

Add Another Transaction Save as Draft Next

1 Pilih **Beneficiary Account Type**

Choose **Beneficiary Account Type**

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Sender Details

From Account *

Select

Payment Mode *

Other CIMB Niaga Account

Payment Date *

07 Nov 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

IDR - INDONESIA RU...

Enter

Other Details

Customer Reference No. *

Enter

Other Payment Details *

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

Save as Draft

Next

1 Jika Tipe akun = **CIMB Niaga Account**,
isi **Beneficiary Account Number**

*If account type: **CIMB Niaga Account**,
fill in the **Beneficiary Account
Number***

1 Jika Tipe Akun = **OCTO Pay**, Isi **Mobile Number**

*If account type: **OCTOPay**, fill in the **Mobile Number***

Other CIMB Niaga Account

Transaction Group

Transaction Group *

InHouse Transfer

Sender Details

From Account *

703057606100-IDR INTBM WAHYU

Payment Mode *

Other CIMB Niaga Account

Payment Date *

14 Sep 2023

☐ Recurring transfer

Beneficiary Details

Account Type *

CIMB Niaga Account

Beneficiary Account No. *

800152204200

Beneficiary Name

BANGUN PERSADA SEKALI

Beneficiary Account Currency

IDR - INDONESIAN RUPIAH

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

600,000.00

Other Details

Customer Reference No. ⓘ

Reference

Other Payment Details ⓘ

OPD

Payment Advice

No Advice

Simple Advice

2

Add Another Transaction

Save as Draft

Next

1 Lengkapi bagian **Mandatory Fields**

Complete the **Mandatory Fields**

2 Klik **Add another transaction**

Click **Add another transaction**

In House Transfer to Third Party

Product Group

Product Group *

InHouse Transfer

Sender Details

Your Account *

Select

Payment Made *

Inhouse Transfer to 3rd Party Account

Value Date *

14 Sep 2023

Bank Charges: IDR 0.00

☐ Recurring transfer

Beneficiary Details

To Account *

Select

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

Enter

Other Details

Customer Reference No. *

Enter

Other Payments Details *

Enter

Payment Advice

No Advice

Simple Advice

Add Another Transaction

1 item(s)

☐	Beneficiary Account No./Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges	Action
☐	800152204200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00	Delete Edit

Save as Draft

Next

Jika **penambahan akun berhasil**, Sistem akan masuk ke mode **Batch online**

*If the **add transaction is successful**, system will navigate to **batch online mode***

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

Own Account (Multiple)

Transaction Group

Transaction Group *

InHouse Transfer

Save Template

Sender Details

From Account *

703057606100-IDR INTBM WAHYU

Payment Mode *

Own Account

Payment 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

No Advice

Simple Advice

2 item(s)

☐	Beneficiary Account No. / Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges	Action
☐	703191691600		OCTO Pay	IDR 40,000.00	IDR 0.00	Delete Edit
☐	80913204200	SANJOH PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00	Delete Edit

Save as Draft

Next

1 Klik **Hyperlink Beneficiary Record** untuk melihat **Detail Transaksi**

Click **Hyperlink Beneficiary Record** to see the Transaction Details

Transaction Details

Beneficiary Details

Account Type

OCTO Pay

Mobile No.

+62 87723456789

Beneficiary Name

ANYA FORGER

Transaction Details

Transaction Currency

IDR - INDONESIAN RUPIAH

Amount

40,000.00

Bank Charges

IDR 0.00

Other Details

Customer Reference No.

RR2

Other Payment Details

OPD2

Close

LANGKAH

09b

MAKER

OPSIONAL

Multiple Beneficiary Submission | Inhouse Transfer

Menu: Transaction > Other CIMB Niaga

In House Transfer to Own Account (Multiple)

Product Group

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

No Advice Simple Advice

Add Another Transaction

2 Item(s)

☐	Beneficiary Account No. / Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges	Action
☐	+62 87723456789	ANYA FORGER	OCTO Pay	IDR 40,000.00	IDR 0.00	Delete Edit
☐	800152264200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00	1 Edit

Save as Draft Next

1 Jika terdapat kekeliruan data, **Klik Edit** untuk melakukan perbaikan

*If there's an **error on data**, Click **Edit** to change and update the data*

Edit Transaction Details

Beneficiary Details

Account Type *

OCTO Pay

Mobile No. *

+62 87723456789

Beneficiary Name

ANYA FORGER

Transaction Details

Transaction Currency *

IDR - INDONESIA RUP...

Amount *

40,000.00

Other Details

Customer Reference No. *

RR2

Other Payment Details *

OPD2

Payment Advice

No Advice Simple Advice

Close Done

LANGKAH

09c

MAKER

OPSIONAL

Multiple Beneficiary Submission | Inhouse Transfer

Menu: Transaction > Other CIMB Niaga

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 Charges: 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 Detail *

Enter

Payment Advice

☒ No Advice ☐ Simple Advice

Add Another Transaction

2 item(s)

☐	Beneficiary Account No. / Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges	Action
☐	+62 8722456789	ANVA FORGER	OCTO Pay	IDR 40,000.00	IDR 0.00	Delete
☐	800152204200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00	Delete

Save as Draft Next



Delete

Are you sure you want to delete this items?

No

Yes

2

Jika ingin **menghapus** data **Penerima**,

*If user want to **delete** the transaction,*

1 Klik **Delete**

*Click **Delete***

2 Klik **yes**

*Click **Yes***

In House Transfer to Own Account (Multiple)

Product Group 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

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

No Advice Simple Advice

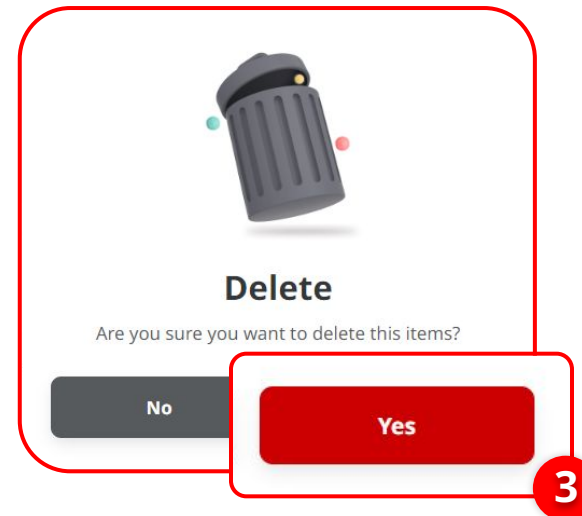
Add Another Transaction

2 Item(s)

Beneficiary Account No. / Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges	Action
2.2722456789	ANYA FORGER	OCTO Pay	IDR 40,000.00	IDR 0.00	☐ Delete Edit
0132204200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00	☐ Delete Edit

Delete Selected

Save as Draft Next



Jika ingin menghapus *list* data Penerima,

If user want to *delete the transaction list*,

1 Pilih Transaksi yang ingin di hapus

Select *transaction*

2 Klik **Delete Selection**

Click *Delete Selection*

3 Klik **yes**

Click *Yes*

LANGKAH

10

MAKER

Multiple Beneficiary Submission | Inhouse Transfer

Menu: Transaction > Other CIMB Niaga

In House Transfer to Own Account (Multiple)

Product Group

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 Detail *

Enter

Payment Advice

No Advice Simple Advice

2 item(s)

Beneficiary Account No. / Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges	Action
+62 87723456789	ANVA FORGER	OCTO Pay	IDR 40,000.00	IDR 0.00	Delete Edit
800152204200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00	Delete Edit

Total Amount: IDR 90,000.00 | Total Charges: IDR 0.00

1 Next

Other CIMB Niaga Account (Multiple) > Review Details

Transaction Group

Transaction Group

Inhouse Transfer

Sender Details

From Account

IDR INTBM WAHYU - 703057606100

Payment Mode

Other CIMB Niaga Account

Payment Date

14 Sep 2023

2 item(s)

Beneficiary Account No. / Mobile No.	Beneficiary Name	Account Type	Amount	Bank Charges
+62 87723456789	ANVA FORGER	OCTO Pay	IDR 40,000.00	IDR 0.00
800152204200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00

Total Amount: IDR 90,000.00 | Total Charges: IDR 0.00

Back **2** Submit

1 Klik **Next**

Click **Next**

2 Lalu akan menampilkan halaman Review Details, **Klik Submit**

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

LANGKAH

11

MAKER

Multiple Beneficiary Submission | Inhouse Transfer

Menu: Transaction > Other CIMB Niaga

Other CIMB Niaga Account (Multiple) > Acknowledgement

Task has been sent for approval

Reference No. : IFL230914000000084

Submitted On : 14 Sep 2023 18:33:22 WIB

Transaction Group

Transaction Group
InHouse Transfer

Sender Details

From Account
IDR INTBM WAHYU - 703057606100

Payment Mode
Other CIMB Niaga Account

Payment Date
14 Sep 2023

2 item(s)

Reference No. ↓	Beneficiary Account No. /Mobile No. ↓	Beneficiary Name ↓	Account Type ↓	Amount ↓	Bank Charges ↓
IIT230914000000088	+62 87723456789	ANYA FORGER	OCTO Pay	IDR 40,000.00	IDR 0.00
IIT230914000000087	800152204200	BANGUN PERSADA SEKALI	CIMB Niaga Account	IDR 50,000.00	IDR 0.00
Total Amount : IDR 90,000.00 Total Charges : IDR 0.00					

Print

Save As Template

Make Another Transaction

Sistem Lalu menampilkan **Halaman Acknowledgement**

System will show the *acknowledgement page*

Langkah melakukan Approve Transaction Kunjungi Halaman

To approve transaction, go to page:

48

Mobile Token

55

Hard Token

Inhouse Transfer

Approve Transaction

Mobile Token

Hard Token

Inhouse Transfer

Approve Transaction

Mobile Token

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

Approval Transaction process using mobile token

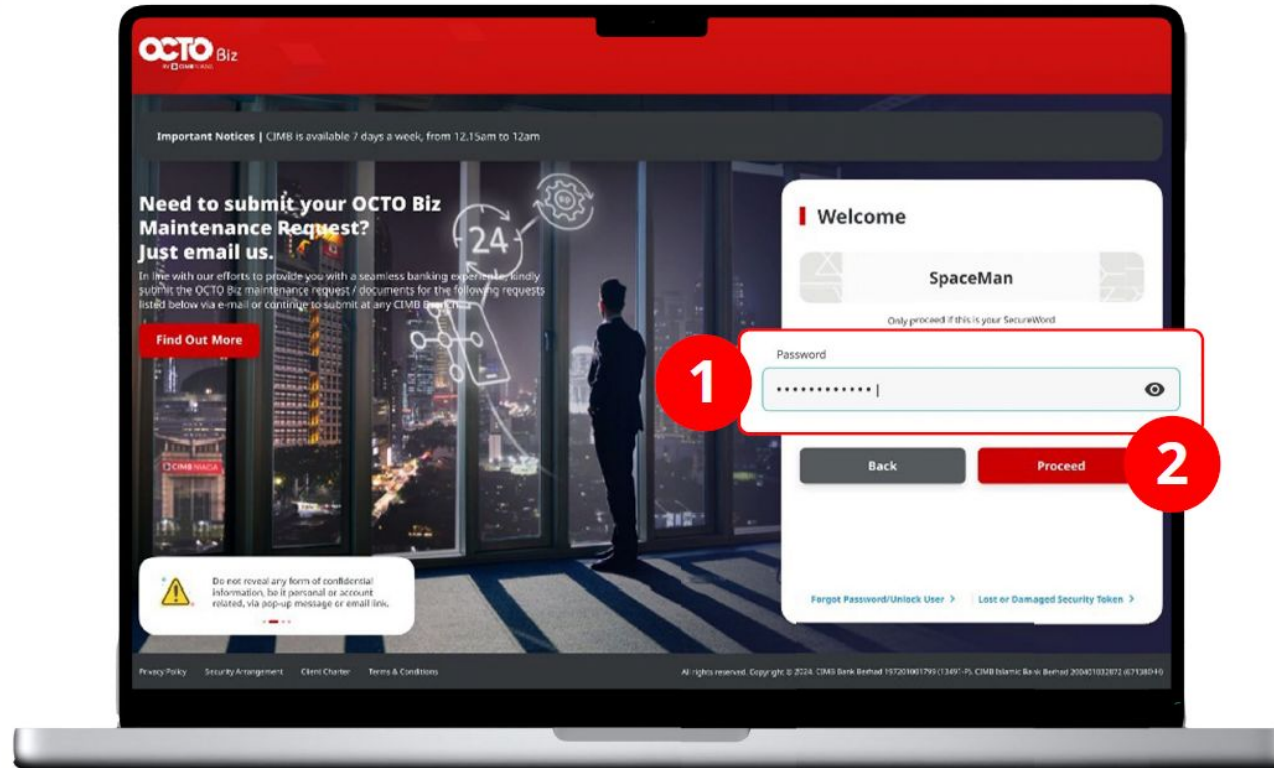
LANGKAH

01

APPROVER

Approve Transaction | Inhouse Transfer

Menu: Task List > Approve



Login sebagai **Approver**

Login as **approver**

1 Isi **Password**

Input **password**

2 Klik **Proceed**

Click **Proceed**

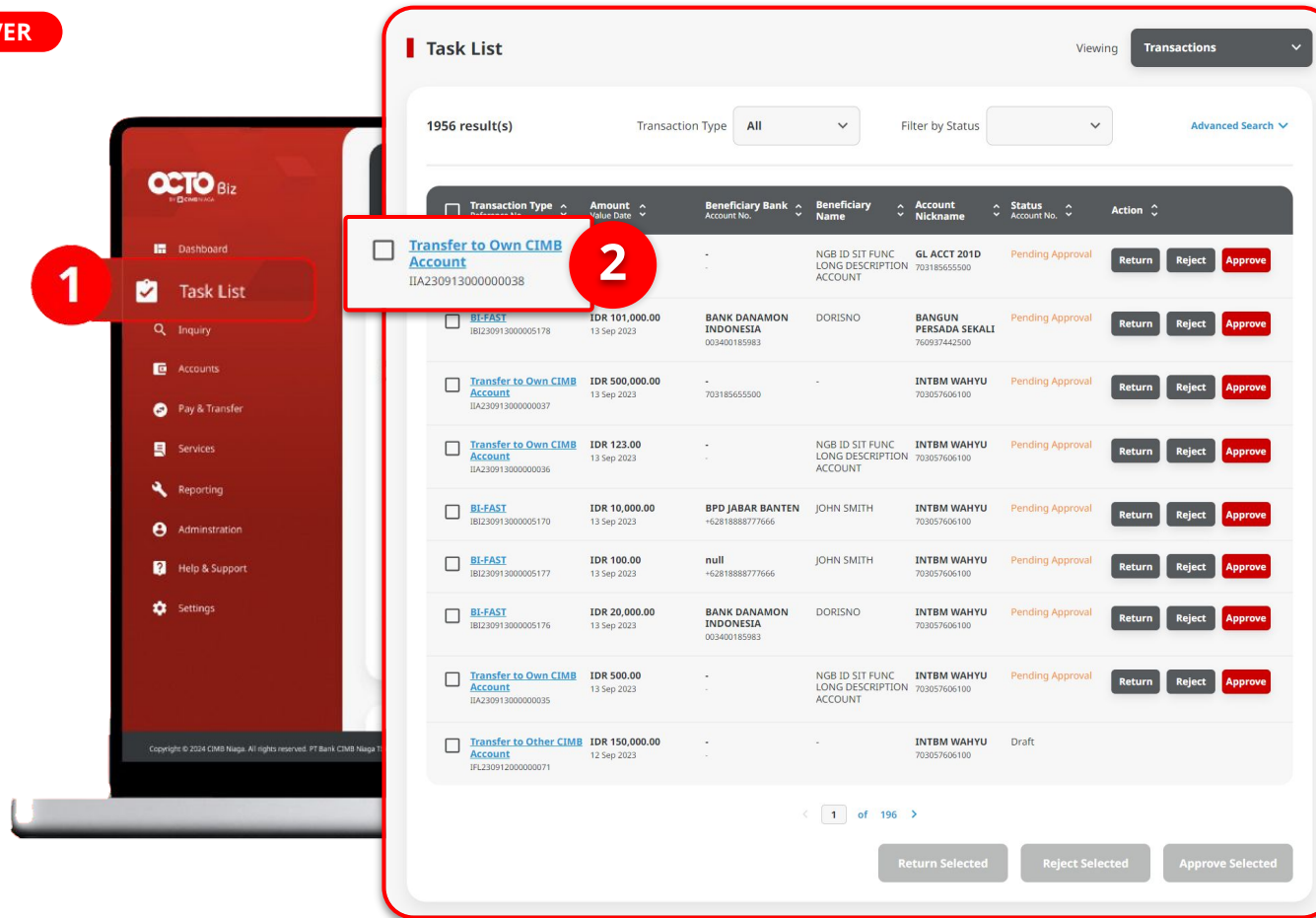
LANGKAH

01

APPROVER

Approve Transaction | Inhouse Transfer

Menu: Task List > Approve



1 Arahkan pada menu disamping, klik **Task List**

*Navigate to side menu, click **Task List***

2 Klik **Hyperlink** transaksi yang diinginkan

*Click **hyperlink transaction***

LANGKAH

03

APPROVER

Task List > Details

Transaction Status : Pending Approval

Creation Date

2023-09-25 13:16:52 WIB

Reference No.

IBI230925000008738

Transaction Group

Transaction Group

Domestic Transfer

Sender Details

From Account

703057606100-IBR 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
IBI230925000000020	1233213123213456	PT BANK AMAR INDONESIA - LOMADJ	Kristanto Haryadi	IDR 200,000,000.00	IDR 0.00
IBI230925000000019	6417720945	PT BANK AMAR INDONESIA - LOMADJ	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

Remarks

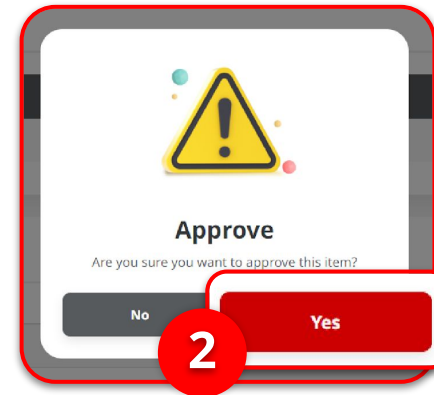
Enter

Maximum 100 characters

Back

Return

Approve



Approve Transaction | Inhouse Transfer

Menu: Task List > Approve

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

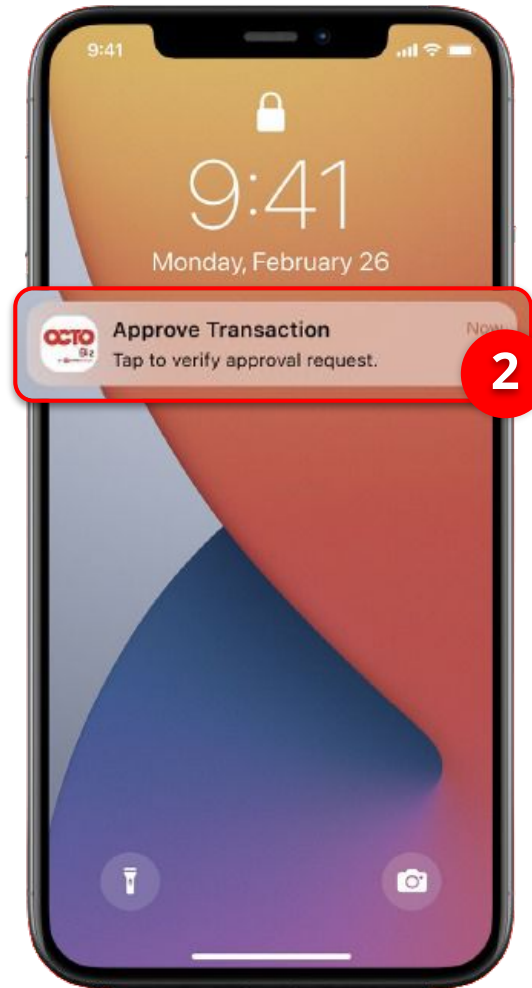
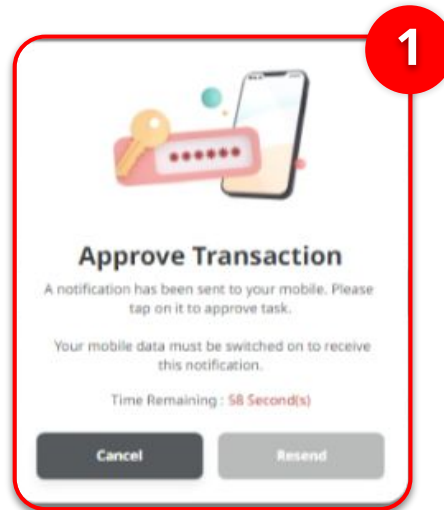
Review Transaction

1 Jika sudah sesuai, klik **Approve**

Click Approve

2 Klik **Yes**

Click Yes



- 1 Sistem akan menampilkan **Pop-Up Approver transaksi pada Website**

*System will show the **Approve Transaction pop up** on website*

- 2 Sistem akan **mengirimkan notifikasi** di perangkat *mobile*. Buka perangkat *mobile*, **Klik Bar Notifikasi**

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

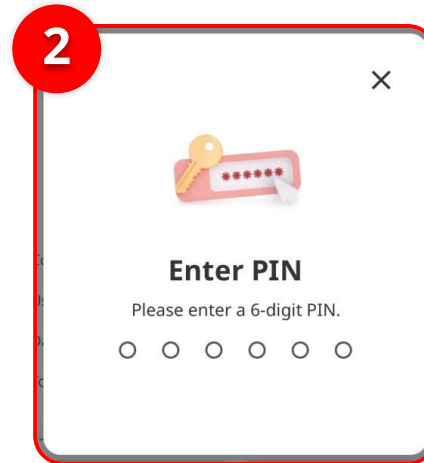
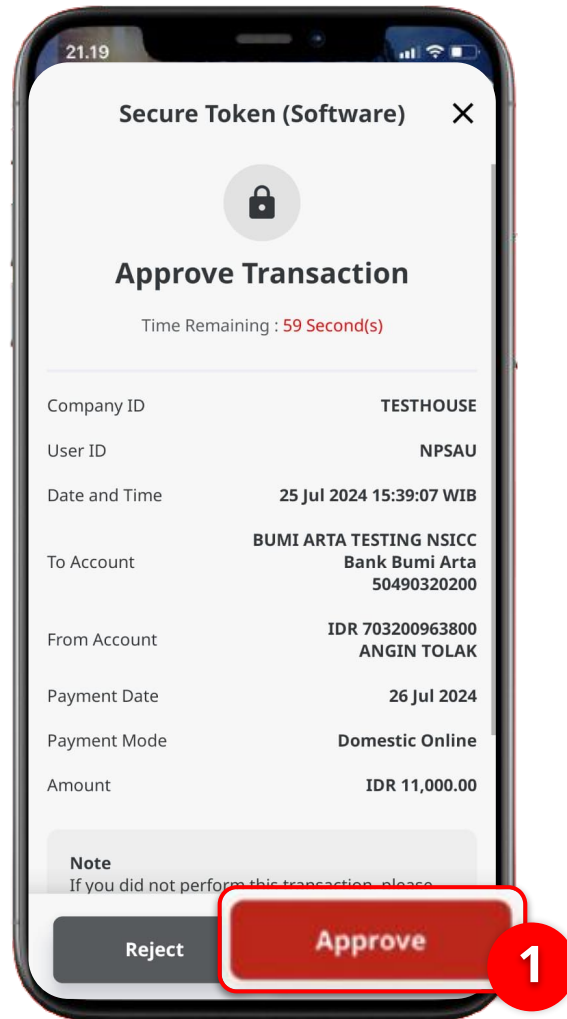
LANGKAH

05

APPROVER

Approve Transaction | Inhouse Transfer

Menu: Task List > Approve

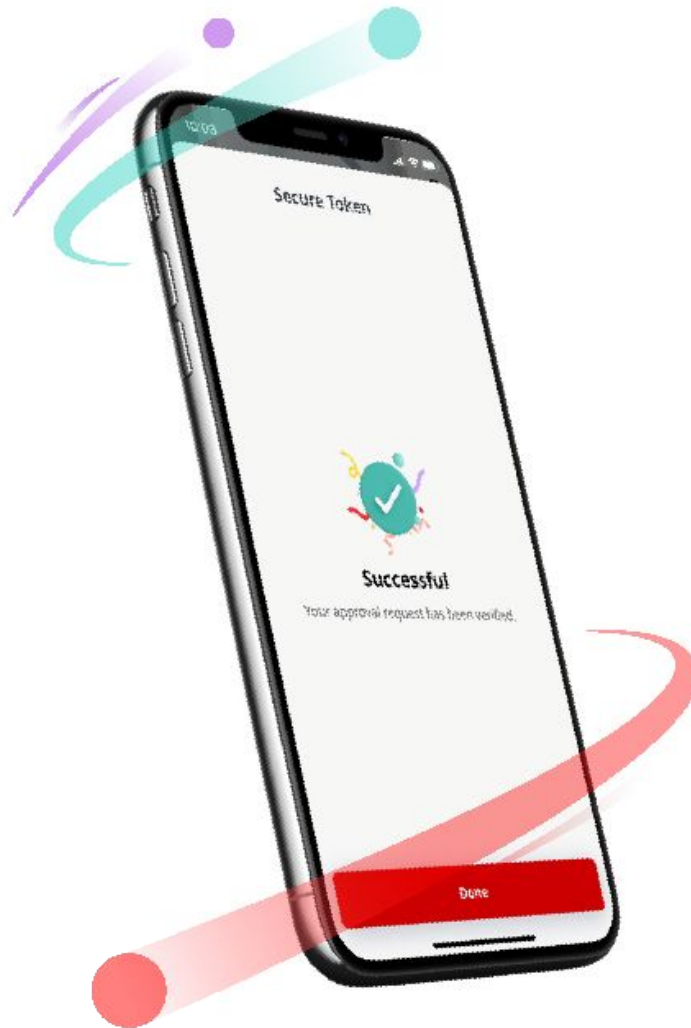


1 Klik **Tombol Approve**

*Click **Approve***

2 Isi **6-Digit Pin**

*Input **6-Digit Pin***



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

*Once succeed, system will show the **acknowledgement page***

Inhouse Transfer

Approve Transaction

Hard Token

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

Approval Transaction process using hard token

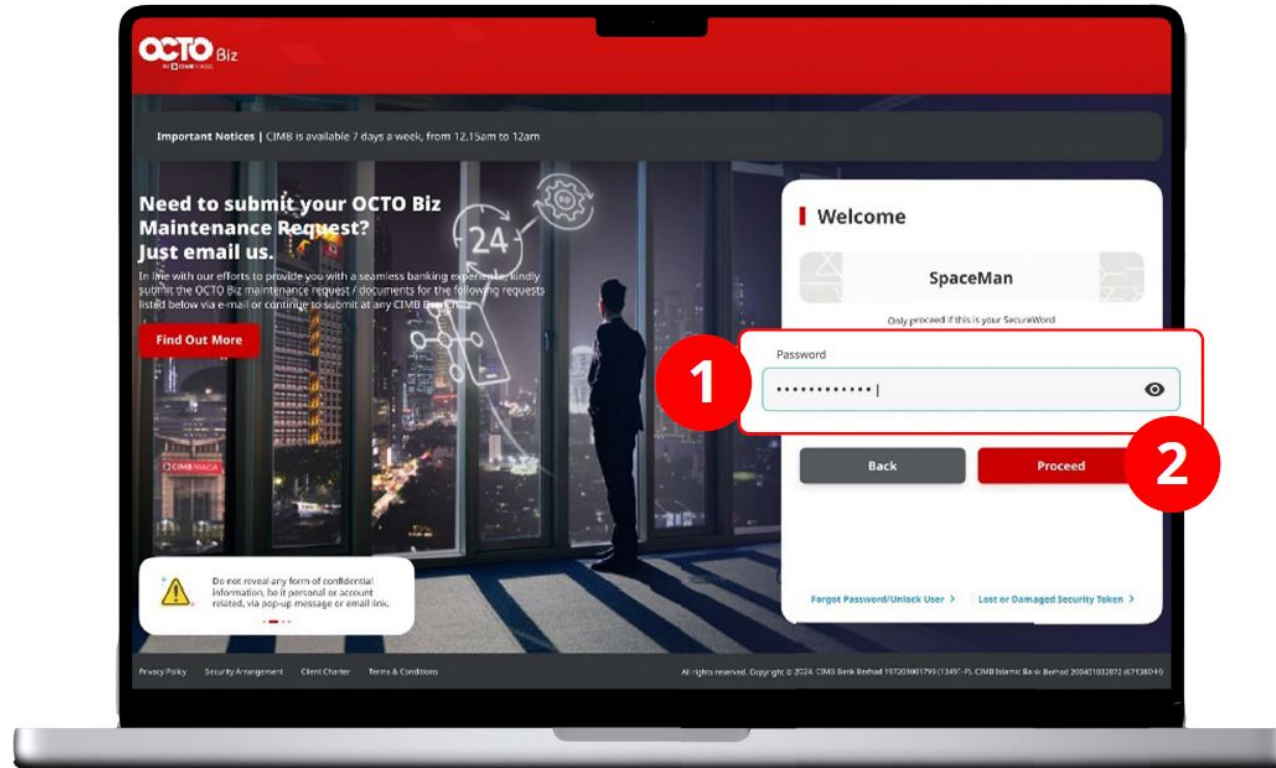
LANGKAH

01

APPROVER

Approve Transaction | Inhouse Transfer

Menu: Task List > Approve



Login sebagai **Approver**

Login as **approver**

1 Isi **Password**

Input **password**

2 Klik **Proceed**

Click **Proceed**

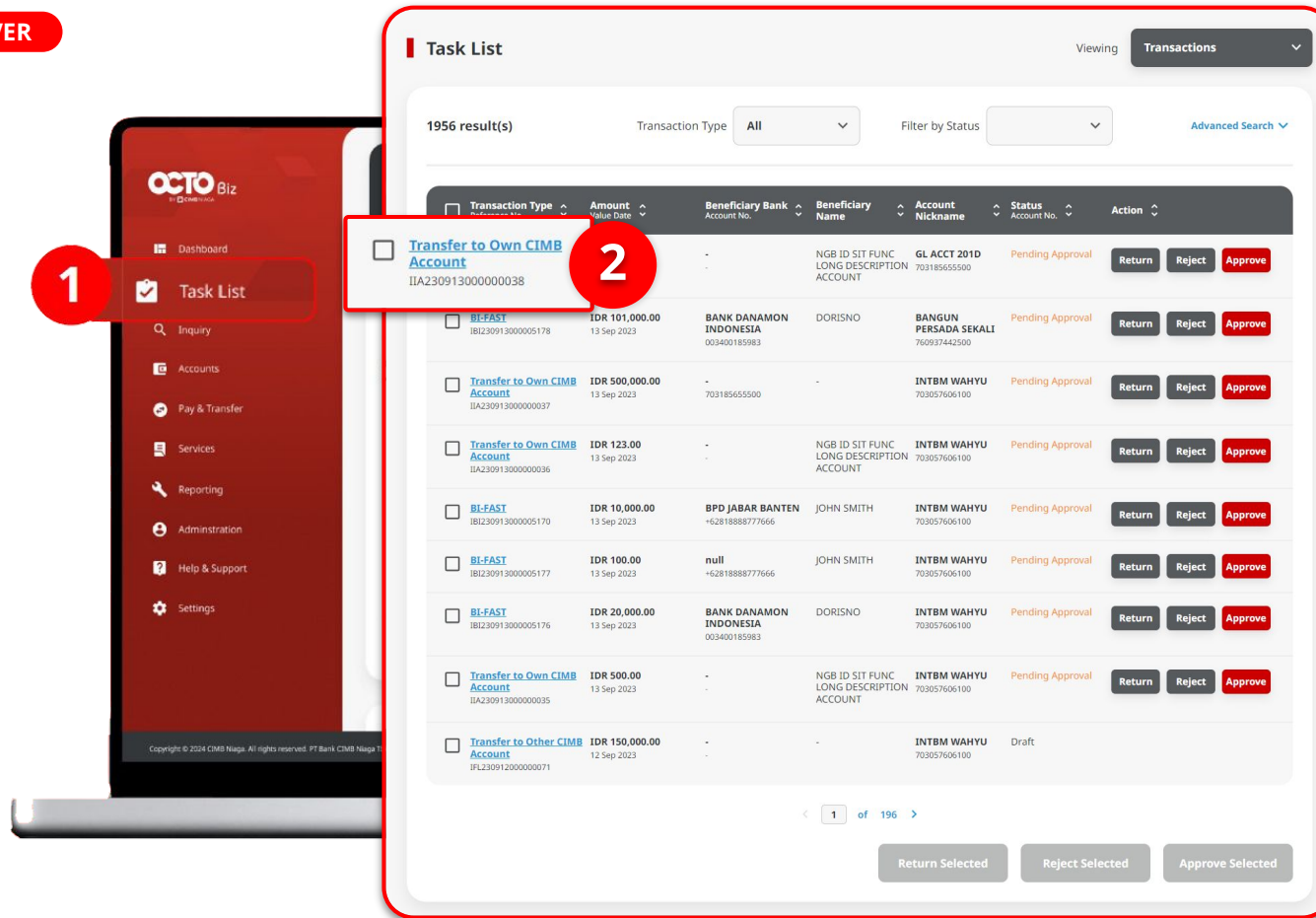
LANGKAH

01

APPROVER

Approve Transaction | Inhouse Transfer

Menu: Task List > Approve



1 Arahkan pada menu disamping, klik **Task List**

*Navigate to side menu, click **Task List***

2 Klik **Hyperlink** transaksi yang diinginkan

*Click **hyperlink transaction***

Task List > Details

Transaction Status : Pending Approval

Creation Date

2023-09-25 13:16:52 WIB

Reference No.

IBT230925000008738

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
IBT230925000000020	1232311232113456	PT BANK AMAR INDONESIA - LOMAGS	Krisanto Haryadi	IDR 200,000,000.00	IDR 0.00
IBT230925000000019	6417729845	PT BANK AMAR INDONESIA - LOMAGS	Vig 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
MAKER1	Submit	25 Sep 2023 13:16:53 WIB	

Remark

Remarks

Enter

Maximum 100 characters

Back

Return

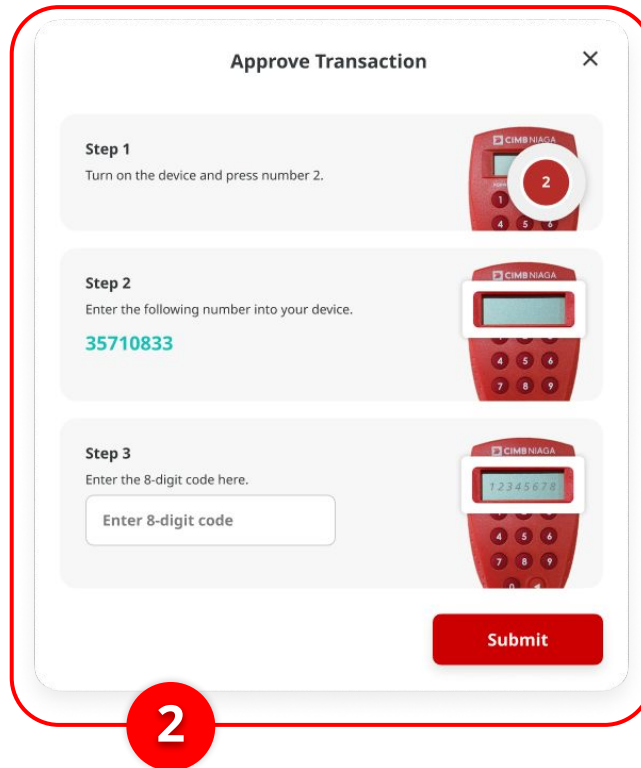
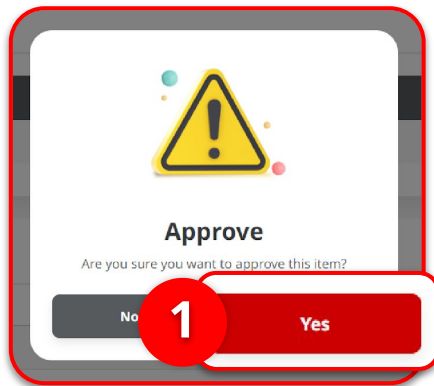
Approve

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

Review **Transaction**

1 Jika sudah sesuai, klik **Approve**

Click **Approve**



1 Klik **Yes**

Click Yes

2 Sistem akan memunculkan **Box Approve Transaction**

*System will show the **approve transaction pop up box***



- 1 Hidupkan Perangkat dengan Klik tombol **Play** pada perangkat **Hard-Token**

Turn on Hard-Token device, click Play button

- 2 Masukan **Secure Pin Number**

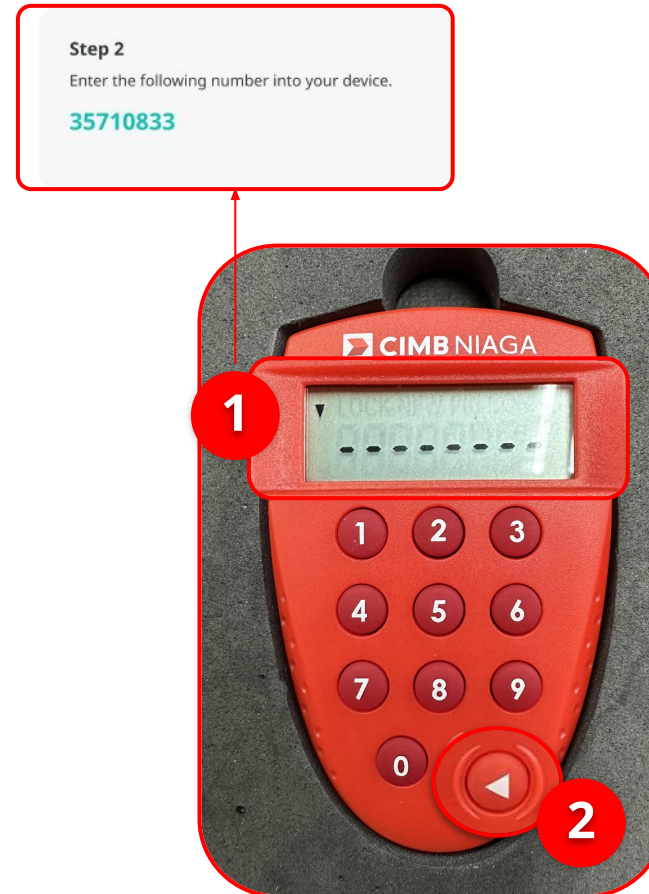
Input Secure Pin Number

- 3 Jika **Pin Benar**, sistem akan menampilkan **"APPLI"** pada layar perangkat.

System will show the "APPLI" on device's screen

- 4 Klik **Tombol 2** untuk masuk ke fitur **Transaction Signing**

Click 2 to turn on the transaction signing mode



- 1 Masukan **Kode** yang muncul di **Pop-Up Box Website**

*Input **code** that shown on **Website pop up box***

- 2 Klik Tombol **Play**

*Click **Play***



Approve Transaction

×

Step 1

Turn on the device and press number 2.

Step 2

Enter the following number into your device.

82365544

Step 3

Enter the 8-digit code here.

83356232

2

3

Submit

- Perangkat **Hard Token** akan menampilkan **8-Digit Kode**

Hard Token device will show the 8-Digit code
- Masukan **Kode** ke **Box Approve Transaction**

Input code to Approve transaction box
- Klik **Submit**

Click Submit

Task List > Acknowledgement

Transaction(s) approved
Reference No. : IIA23091300000037
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 - 703057606100	Inhouse Transfer to Own Account	13 Sep 2023

Beneficiary Details
To Account
IDR GL ACCT 2010-703185655500

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

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

Once *succeed*, system will show the *acknowledgement page*



OCTO Biz
BY  **CIMB NIAGA**

