

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

Transaction

MPN Payment via Billing ID

Mobile

TUTORIALOCTOBIZ2025

KEJAR MIMPI

Transaction

MPN Payment via Billing ID

Transaction – MPN Payment via Billing ID Fungsi ini merupakan metode pembayaran bagi pelanggan untuk melakukan pembayaran pajak.

Transaction – MPN Payment via Billing ID is a payment method for customers to make tax payments.

05

Create
Transaction

09

Approve
Transaction

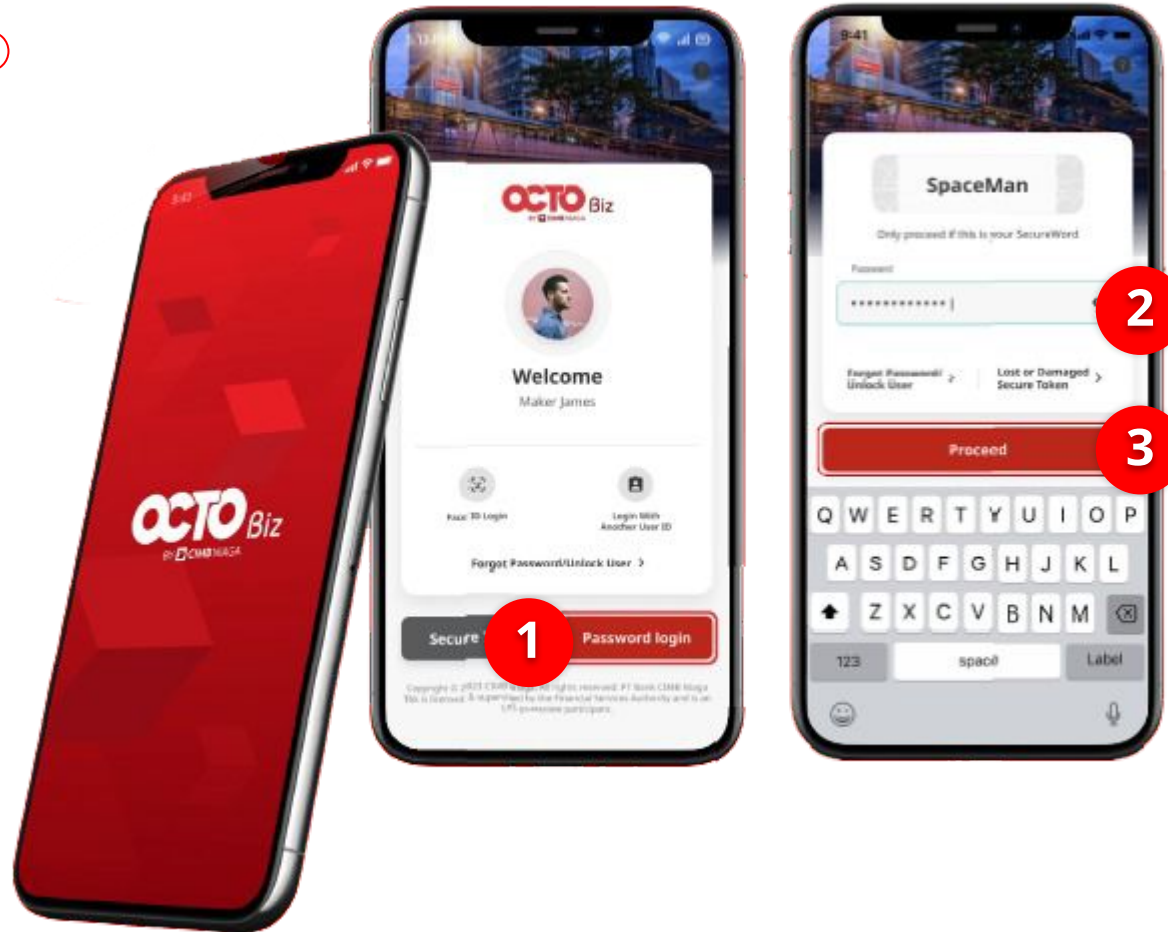
MPN Payment via Billing ID

Create Transaction

LANGKAH

01

MAKER



Create Transaction | MPN Payment via Billing ID

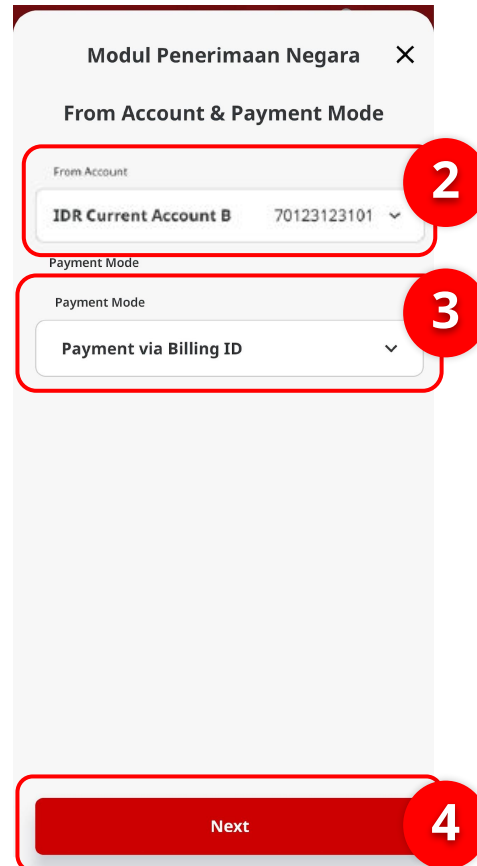
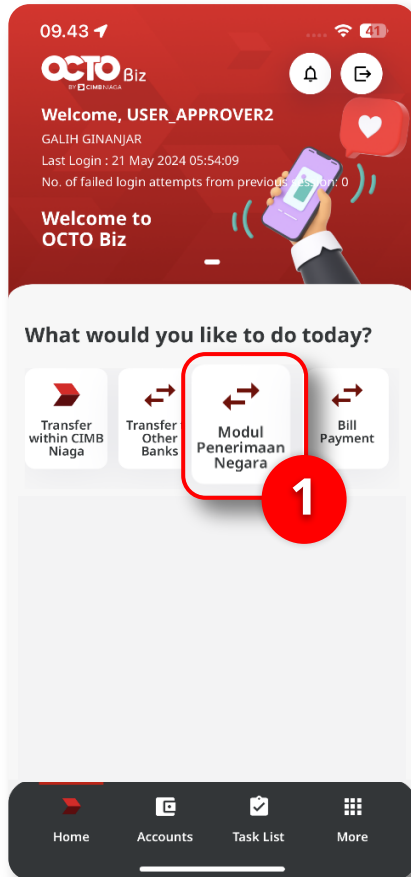
Menu: Payment via Billing ID

- 1 Klik **Password Login**
Click Password Login
- 2 Masukan **Password**
Input Password
- 3 Klik **Proceed**
Click Proceed

LANGKAH

02

MAKER



Create Transaction | MPN Payment via Billing ID

Menu: Payment via Billing ID

- 1 Klik **Payment via Billing ID**
Click Payment via Billing ID
- 2 Pilih **From Account**
Choose From Account
- 3 Pilih **Payment via Billing ID** sebagai **Payment Mode**
Choose Payment via Billing ID as Payment Mode
- 4 Klik **New Transfer**
Click New Transfer

LANGKAH

03

MAKER

Create Transaction | MPN Payment via Billing ID

Menu: Payment via Billing ID

The screenshot shows a mobile app interface for creating a transaction. The title bar at the top says 'Payment via Billing ID' with a back arrow on the left and a close 'X' on the right. The screen is divided into three sections: 'Payment Date', 'Transaction Details', and 'Other Details'. Step 1 points to the 'Payment Date' section, which has a label 'Payment Date' and a date picker showing '04 Mar 2025'. Step 2 points to the 'Transaction Details' section, which has a label 'Billing ID' and a text input field containing '519100190026455'. Step 3 points to the 'Other Details' section, which has a label 'Send BPN Email Notification' and two buttons: 'No' (highlighted in teal) and 'Yes'. At the bottom of the screen is a large red button labeled 'Next'.

1 Pilih **Payment Date**
Choose Payment Date

2 Masukkan **Billing ID**
Input Billing ID

3 Klik **Next**
Click Next

LANGKAH

04

MAKER

Create Transaction | MPN Payment via Billing ID

Menu: Payment via Billing ID

← Confirmation ×

Amount
IDR 7,567.00

From	IDR CIKI 703200873600
Payment Mode	Payment via Billing ID
Payment Date	04 Mar 2025
Billing ID	519100190026455
Tax Payer Name	Billing Testing DJBC MPN G3
Tax Payer ID	999999999999999
Document Type	10
Document No.	99999999
Document Date	01 Oct 2019
Amount	7,567.00
Kode KPPBC	521457
Send BPN Email Notification	No

Total Amount IDR 7,567.00

Save As Draft **1** Submit

✓

Submitted for approval

Transaction Summary
IDR 7,567.00
04 Mar 2025 10:39:25 WIB

Reference No.	ITP250304000000470
From	IDR CIKI 703200873600
Payment Mode	Payment via Billing ID
Payment Date	04 Mar 2025
Billing ID	519100190026455
Tax Payer Name	Billing Testing DJBC MPN G3
Tax Payer ID	999999999999999
Document Type	10
Document No.	99999999
Document Date	01 Oct 2019
Amount	7,567.00
Kode KPPBC	521457
Send BPN Email Notification	No

Transfer Amount IDR 7,567.00

- 1 Tinjau ulang Transaksi, lalu **Klik Submit**

Review Transaction, click Submit

- 2 Sistem akan menampilkan halaman **Acknowledgement**, Klik **Done**

System will show the Acknowledgement page, click Done

MPN Payment via Billing ID

Approve Transaction

Mobile Token

Hard Token

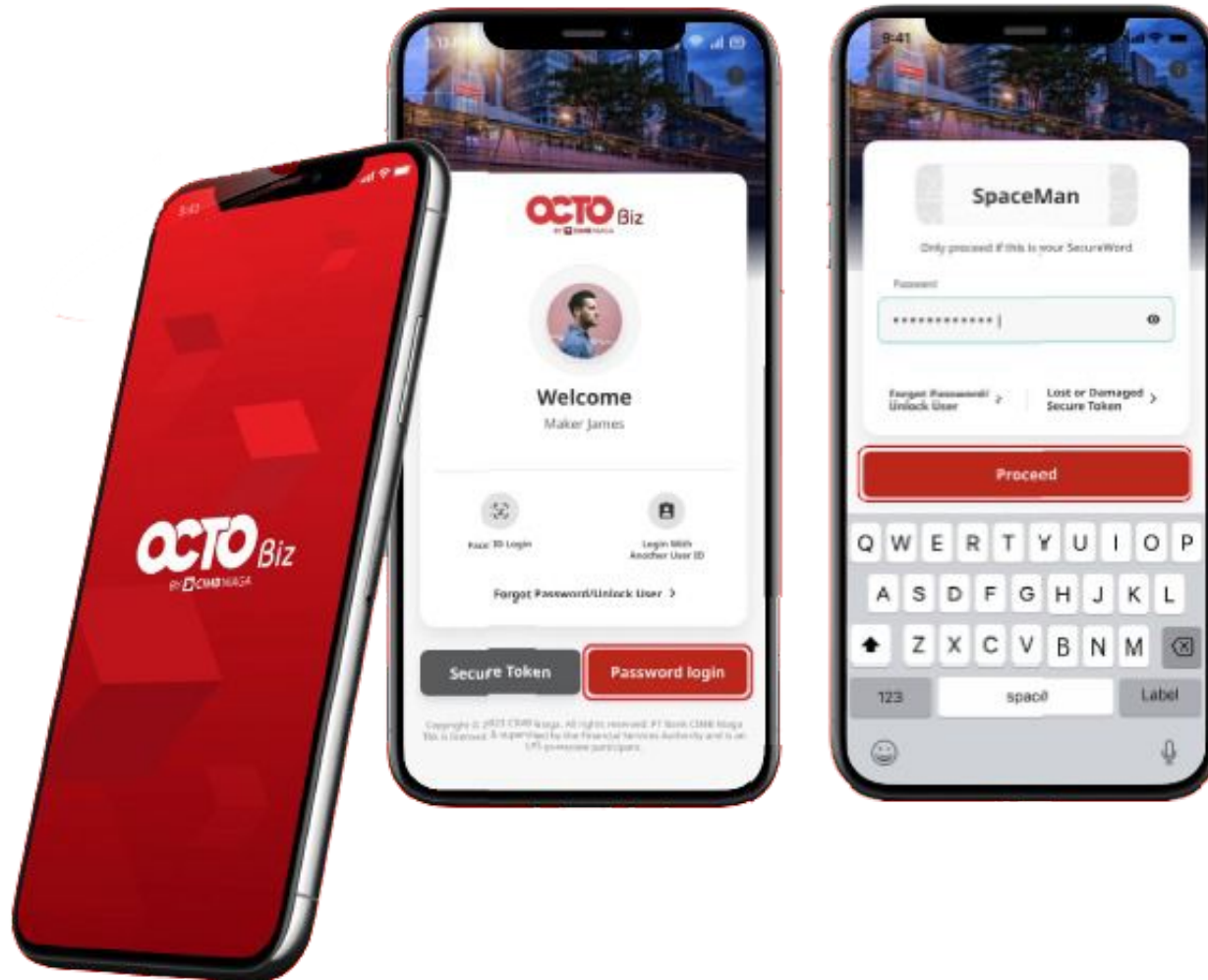
MPN Payment via Billing ID

Approve Transaction

Mobile Token

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

Approval Transaction process using mobile token



Login sebagai **Approver**

Login as **Approver**

1 Isi **Password**

Input **Password**

2 Klik **Proceed**

Click **Proceed**

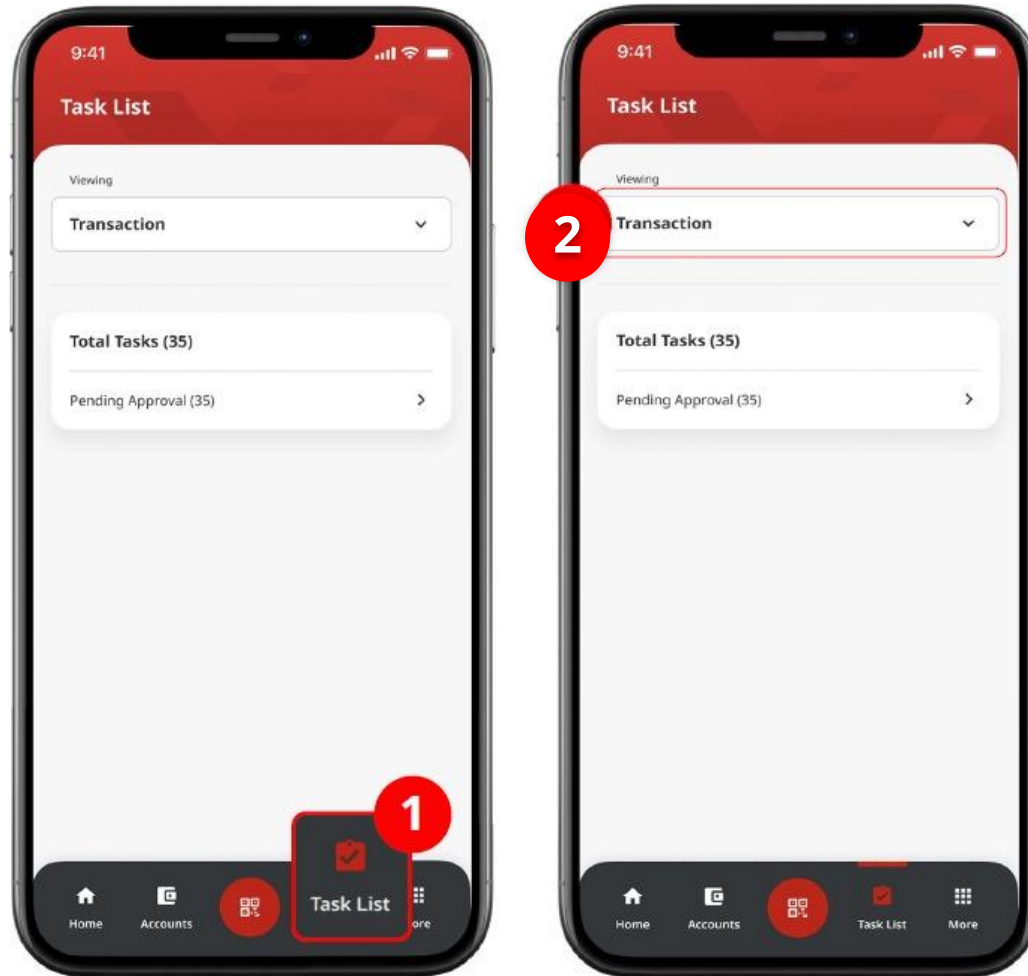
LANGKAH

02

APPROVER

Approve Transaction | MPN Payment via Billing ID

Menu: Task List > Approve

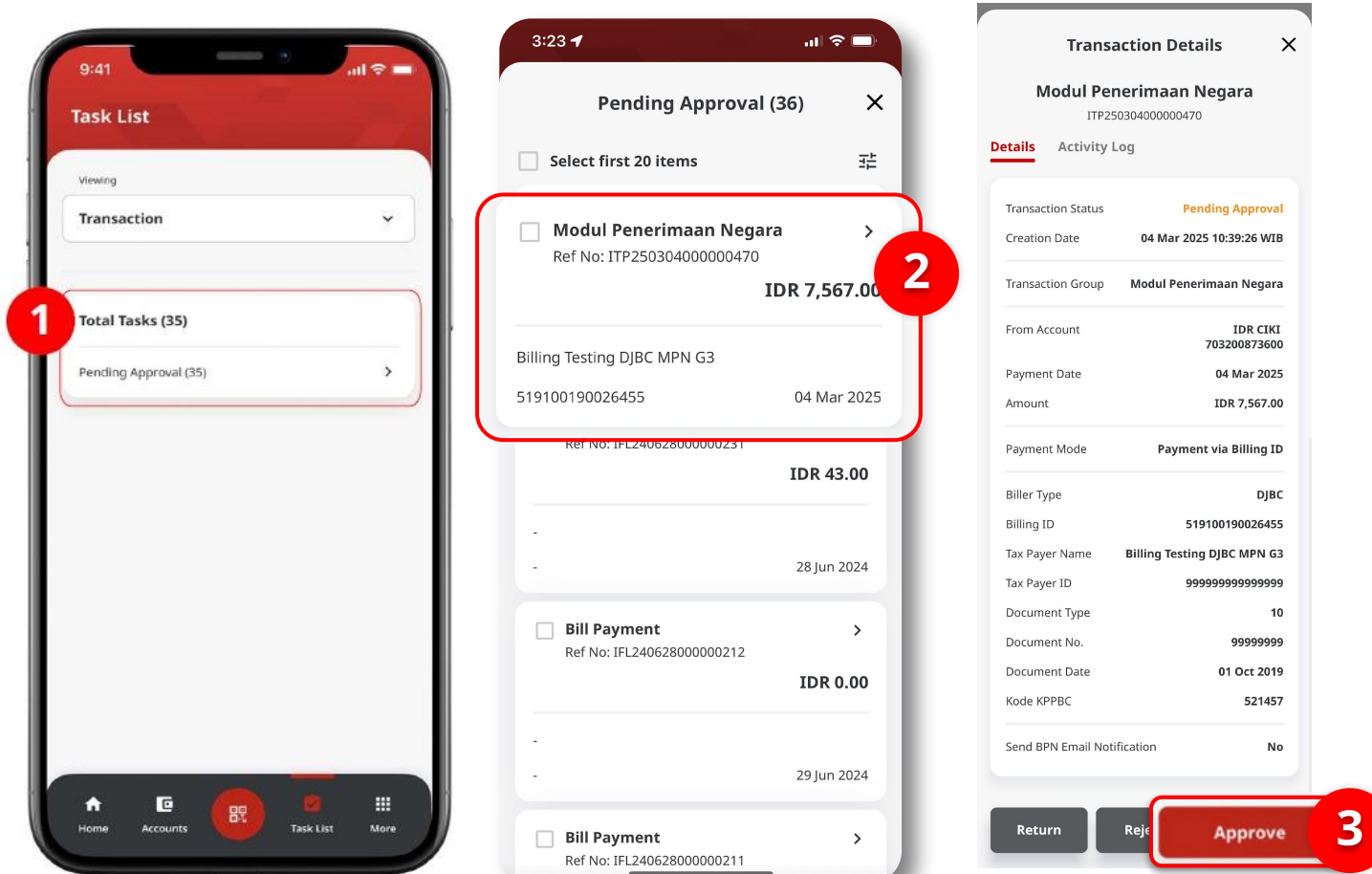


- 1 Arahkan pada menu dibawah, klik **Task List**

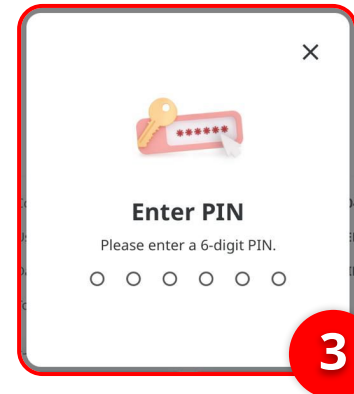
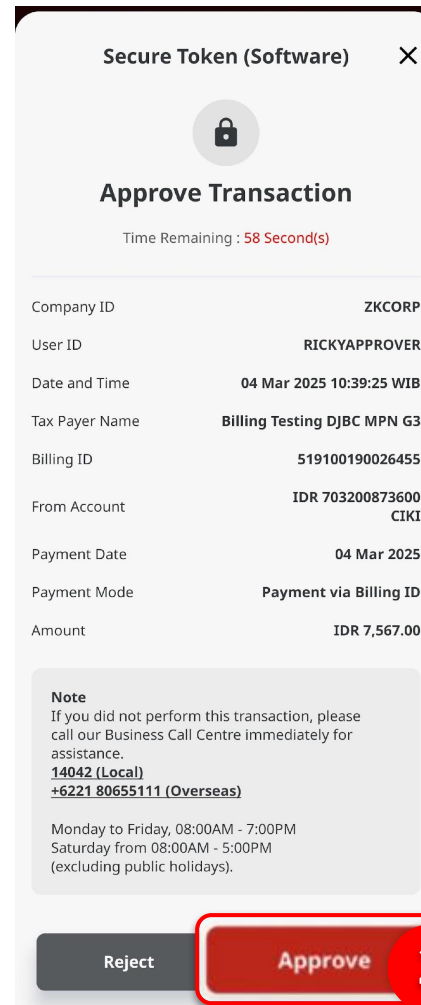
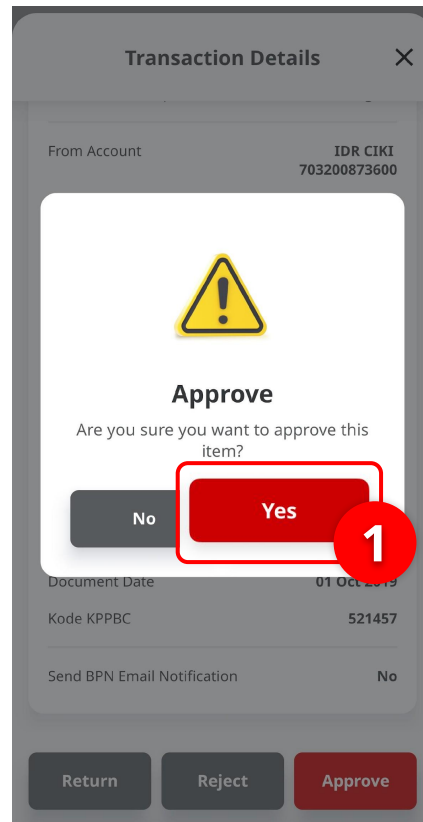
*Navigate to bottom menu, click **Task List***

- 2 Pilih **Transaction** sebagai **Viewing**

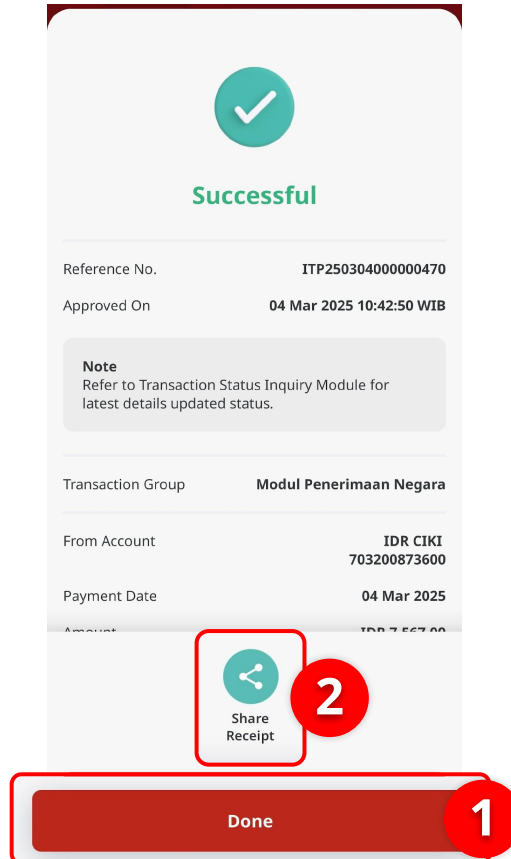
*Choose **Transaction** as **Viewing***



- 1 Pilih **Pending Approval**
Choose Pending Approval
- 2 Pilih Transaksi yang ingin di **Approve**
Choose transaction
- 3 Tinjau Transaksi, Klik **Approve**
Review transaction, click approve



- 1 Klik **Yes**
Click Yes
- 2 Klik **Approve**
Click Approve
- 3 Input **6-Digit Pin**
Input 6-Digit Pin



- 1 Jika **Transaksi berhasil**, akan masuk ke halaman **Successful**, **Klik Done**

*Once Succeed, system will show **Successful page**, click **Done***

- 2 Jika ingin **membagikan Receipt**, Klik **Share Receipt**

*If user **need to share the Receipt**, click **Share Receipt***

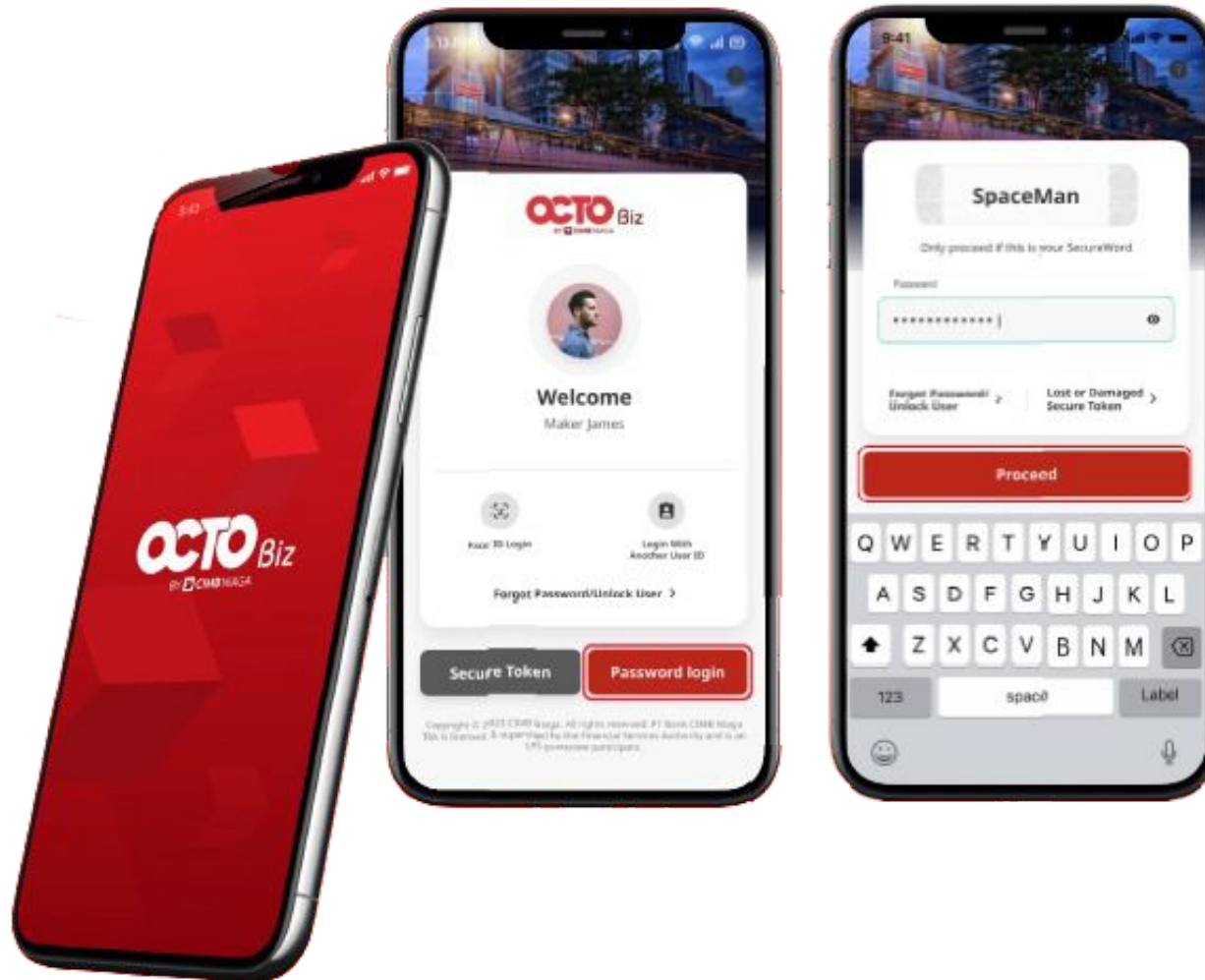
MPN Payment via Billing ID

Approve Transaction

Hard Token

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

Approval Transaction process using hard token



Login sebagai **Approver**

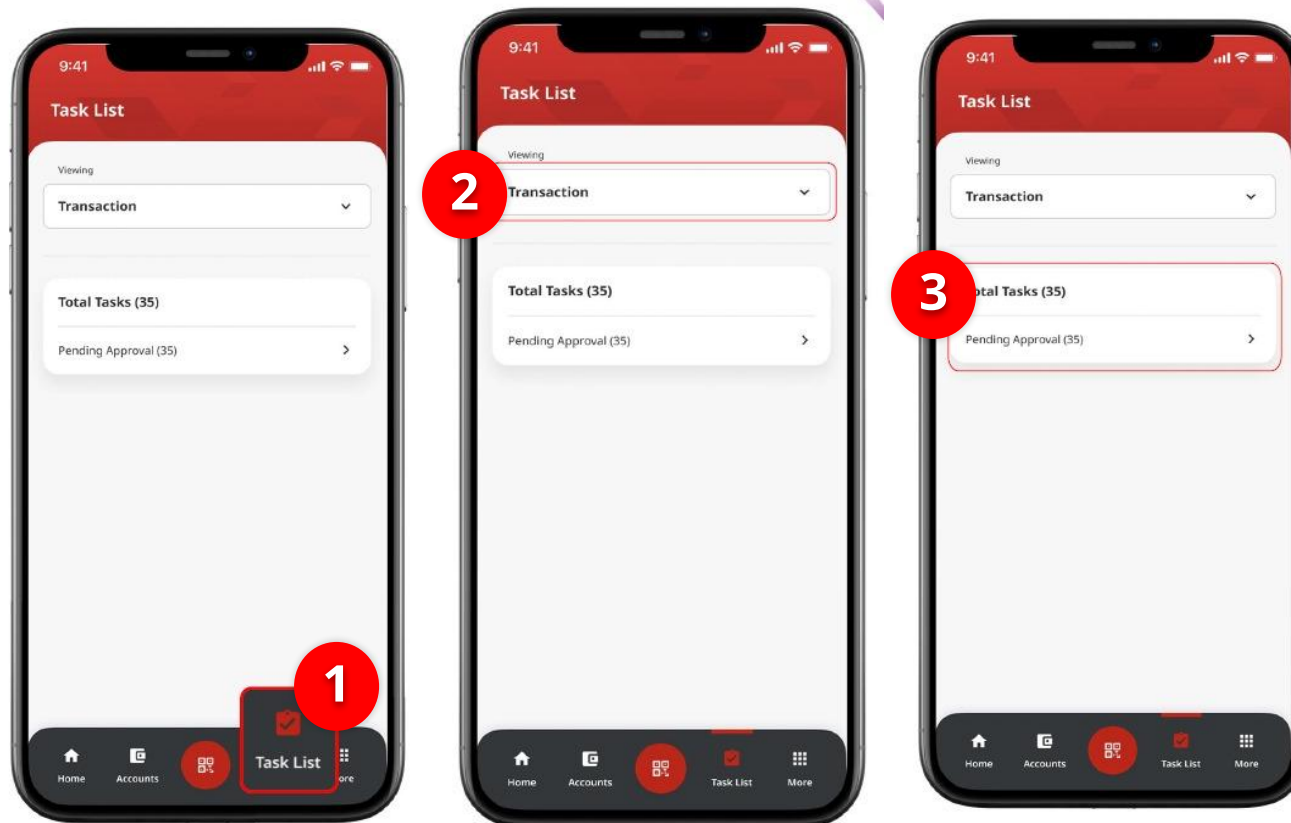
Login as **Approver**

1 Isi **Password**

Input **Password**

2 Klik **Proceed**

Click **Proceed**



- 1 Arahkan pada menu dibawah, klik **Task List**

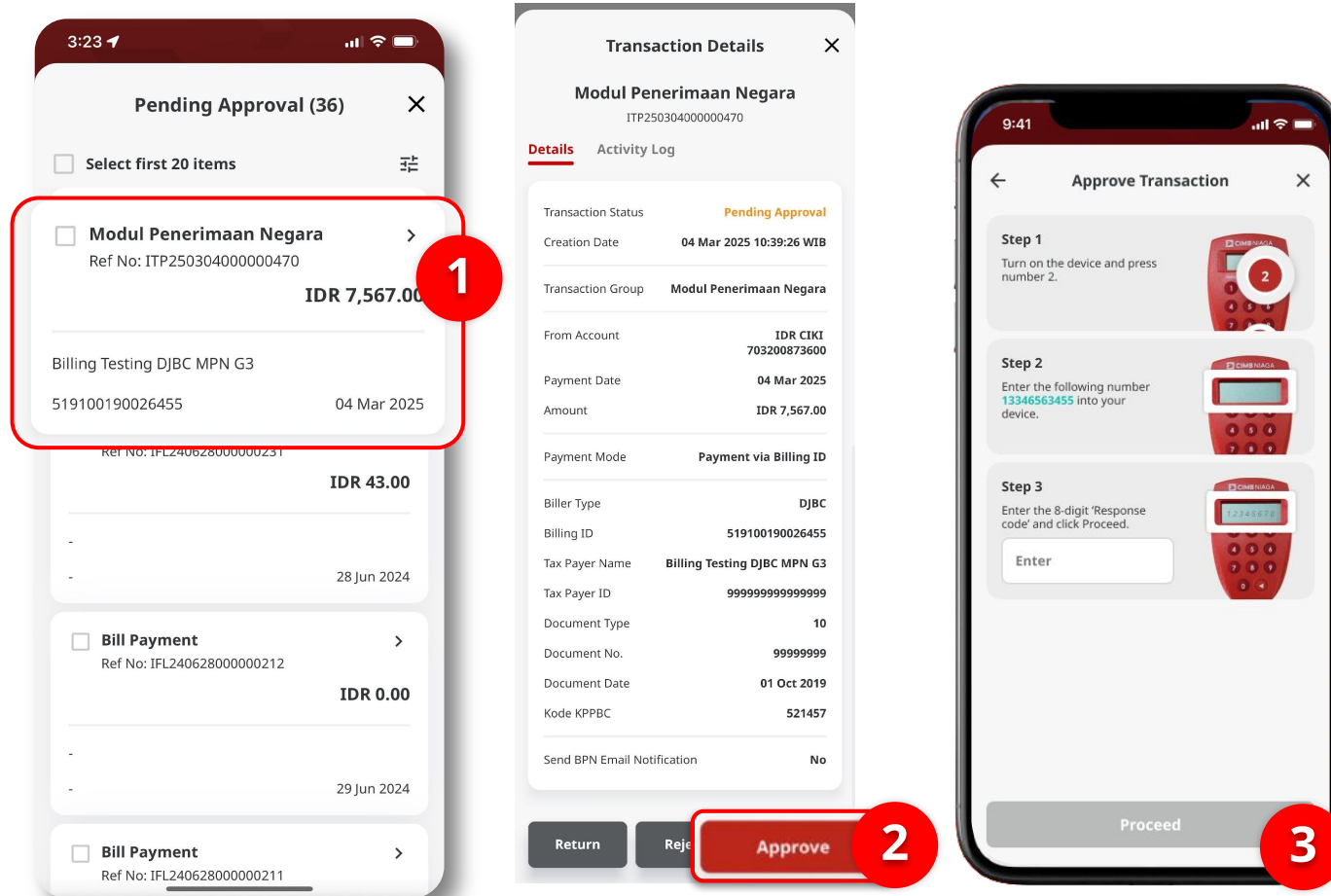
Navigate to bottom menu, click Task List

- 2 Pilih **Transaction** sebagai Viewing

Choose Transaction as Viewing

- 3 Pilih **Pending Approval**

Choose Pending Approval



1 Pilih Transaksi yang ingin di **Approve**

*Choose **Transaction***

2 Tinjau Transaksi, Klik **Approve**

*Review **Transaction**, click **approve***

3 Akan muncul **Halaman Approve Transaction**

*System will show the **approve transaction page***



- 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

Step 2

Enter the following number into your device.

35710833

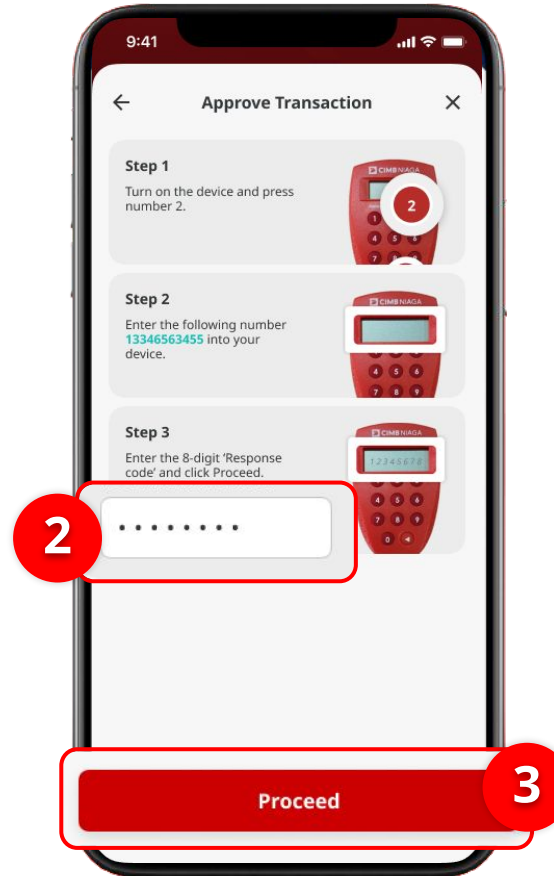


- 1 Masukan **Kode** yang muncul di **Mobile App**

*Input **code** that shown on **Mobile App***

- 2 Klik Tombol **Play**

*Click **Play***



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

Hard Token device will show the 8-Digit code

- 2 Masukkan **Kode** ke **Box Approve Transaction**

Input code to Approve transaction box

- 3 Klik **Proceed**

Click Proceed

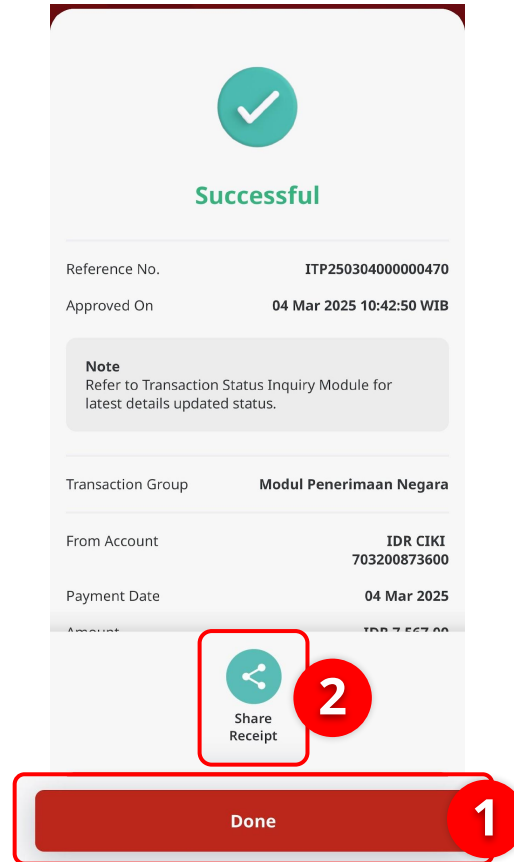
LANGKAH

07

APPROVER

Approve Transaction | MPN Payment via Billing ID

Menu: Task List > Approve



- 1 Jika **Transaksi berhasil**, akan masuk ke halaman **Successful**, **Klik Done**

*Once Succeed, system will show **Successful page**, click **Done***

- 2 Jika ingin **membagikan Receipt**, Klik **Share Receipt**

*If user **need to share the Receipt**, click **Share Receipt***



OCTO Biz
BY  **CIMB NIAGA**

