



OCTOBIZ

Transaction

File Format - Payroll & Bulk Payment

TUTORIALOCTOBIZ2026

KEJAR MIMPI

Transaction

File Format - Payroll & Bulk Payment

*Panduan File Upload untuk Payroll & Bulk Payment ini **bertujuan untuk memberikan informasi terkait bagaimana mengecek dan memastikan file sesuai dengan ketentuan** pada menu 'File Upload'*

*This File Upload Guide for Payroll & Bulk Payment **aims to provide information on how to check and ensure that files comply with the provisions** in the 'File Upload' menu.*

03

Inhouse

13

RTGS

08

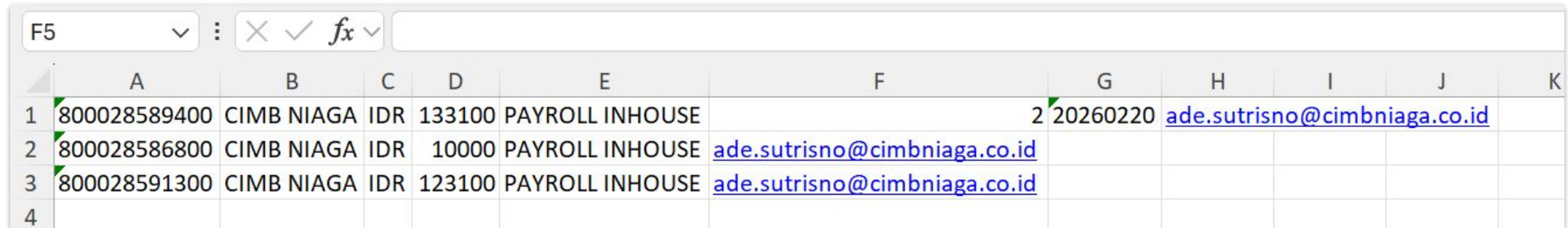
SKN

Bulk Payment & Payroll

Inhouse Transfer (*within CIMB accounts*)

- 1 File upload di kerjakan pada file Excel dengan tampilan sebagai berikut:

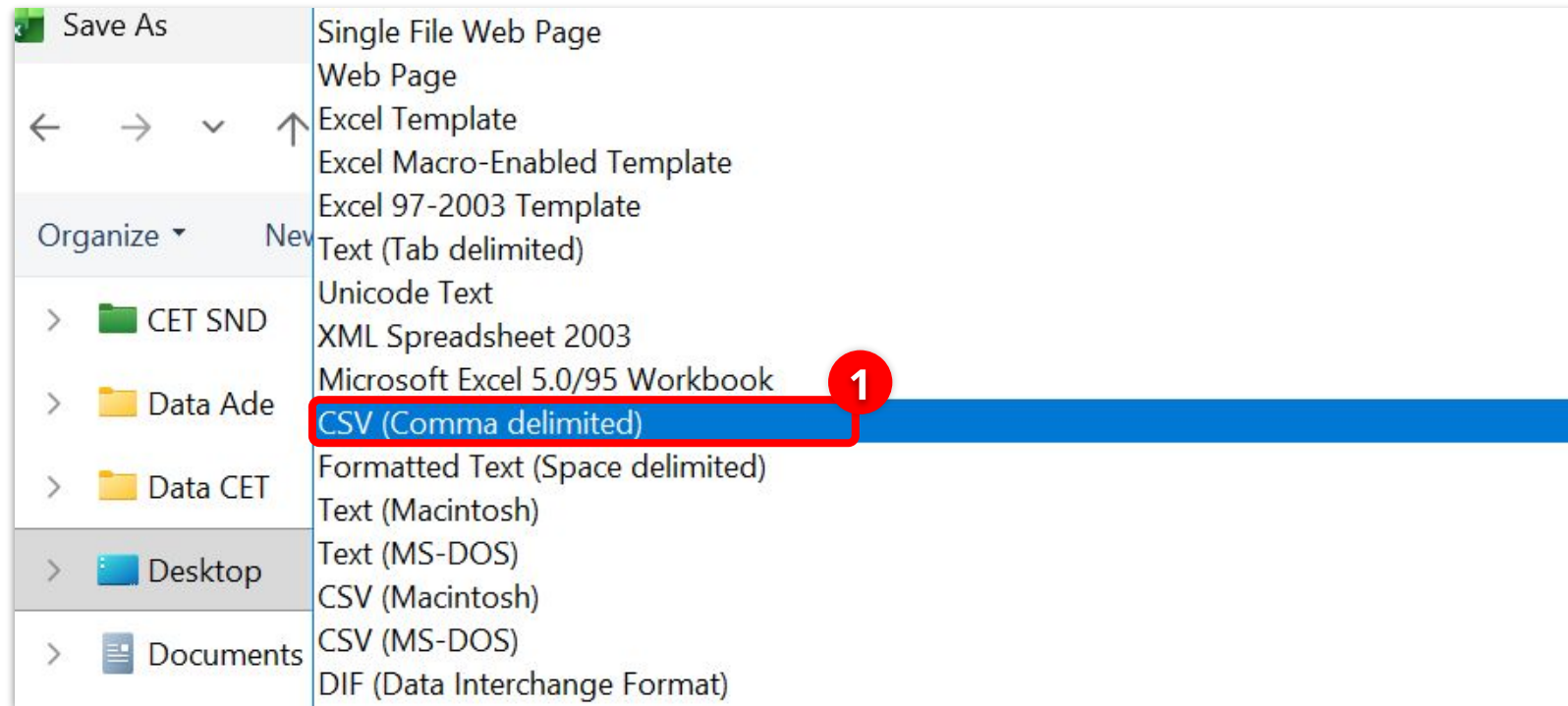
File upload is done in an Excel file with the following display:



The screenshot shows an Excel spreadsheet with the following data:

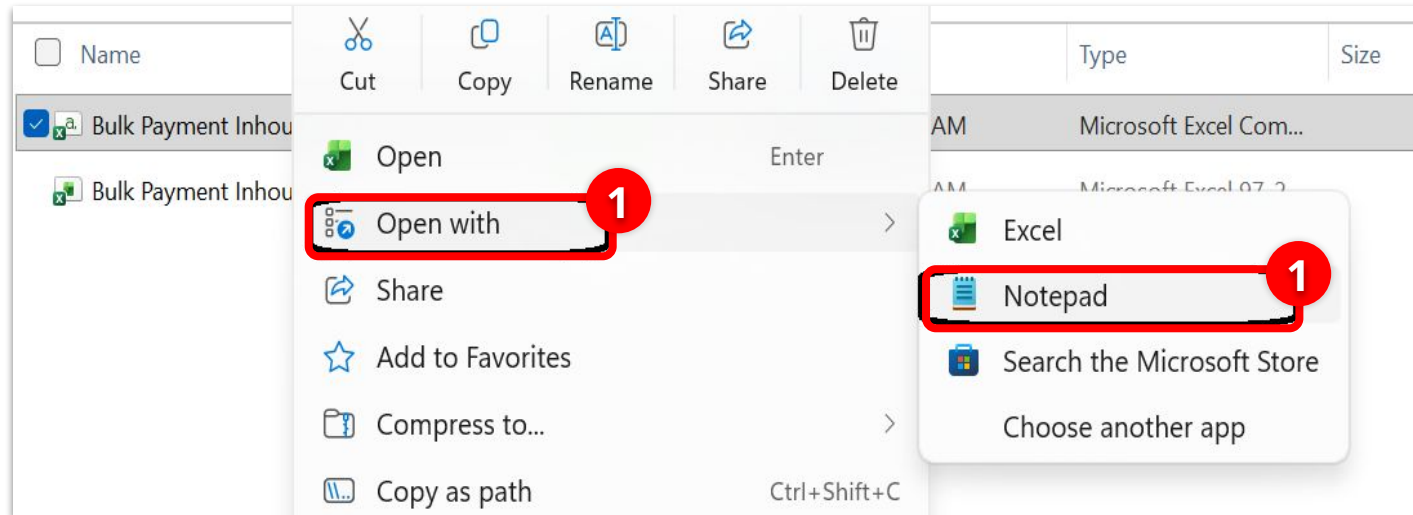
	A	B	C	D	E	F	G	H	I	J	K
1	800028589400	CIMB NIAGA	IDR	133100	PAYROLL INHOUSE		2 20260220	ade.sutrisno@cimbniaga.co.id			
2	800028586800	CIMB NIAGA	IDR	10000	PAYROLL INHOUSE	ade.sutrisno@cimbniaga.co.id					
3	800028591300	CIMB NIAGA	IDR	123100	PAYROLL INHOUSE	ade.sutrisno@cimbniaga.co.id					
4											

Note: Template file dapat mengacu pada cimb.id/tb/ffoctobiz



- 1 Simpan file dengan format **CSV (Comma delimited)**

Save the file in CSV (Comma delimited) format



1 Buka file CSV dengan **Notepad**

Buka file CSV with Notepad

2 Periksa file nya

Check the file

```
800028589400,CIMB NIAGA,IDR,133100,PAYROLL INHOUSE,2,20260224,ade.sutrisno@cimbniaga.co.id,
800028586800,CIMB NIAGA,IDR,10000,PAYROLL INHOUSE,ade.sutrisno@cimbniaga.co.id,,
800028591300,CIMB NIAGA,IDR,123100,PAYROLL INHOUSE,ade.sutrisno@cimbniaga.co.id,,
```

- 1 Ketika diupload pada menu "File Upload", **system akan menunjukkan status sukses**

When uploaded in the "File Upload" menu, the system will show a success status

File Ref. No. ⌵	Transaction Group ⌵	File Name ⌵	File Format ⌵	File Upload Date ⌵	File Upload Status ⌵	Maker Name/ID ⌵
IFL260224000000205	Payroll	Bulk Payment Inhouse.csv	CIMB Niaga Account CSV Non-Encrypted	24 Feb 2026 09:19:17 WIB	Uploaded successfully	ADEMAKER - Ade Maker

Bulk Payment & Payroll

SKN

LANGKAH

01

- 1 File upload di kerjakan pada file Excel dengan tampilan sebagai berikut:

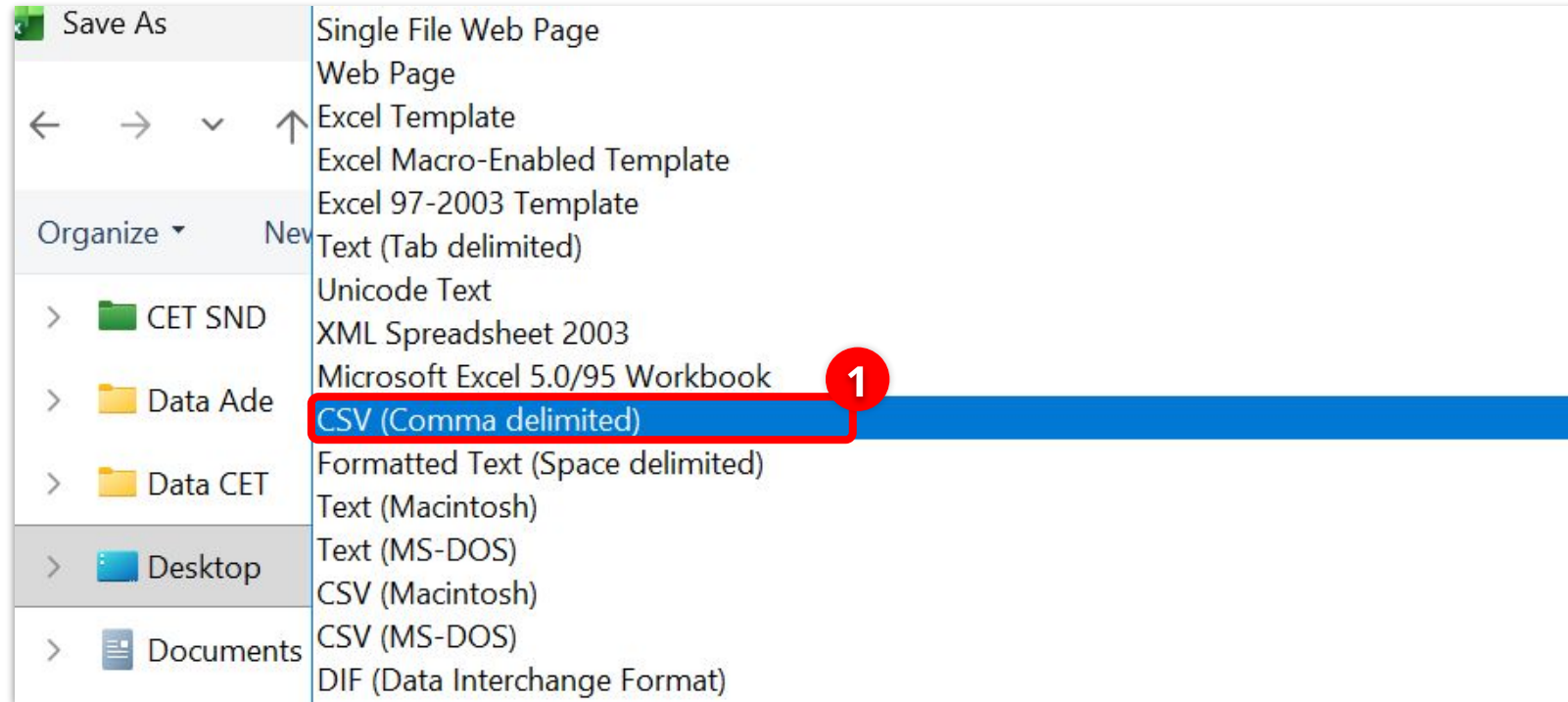
File upload is done in an Excel file with the following display:

A	B	C	D	E	F	G	H	I	J
800028589400	CIMB NIAGA	IDR	16651020	PAYROLL SKN		3 20260224	ade.sutrisno@cimbniaga.co.id		
115627898	MR I	IDR	5396760	PAYROLL SKN	BANK BNI 46	Y	Y	ade.sutrisno@cimbniaga.co.id	1
098637658	MR IUS	IDR	5857500	PAYROLL SKN	BCA (BANK CENTRAL ASIA)	Y	Y	ade.sutrisno@cimbniaga.co.id	1
776389789	BREKELE	IDR	5396760	PAYROLL SKN	BCA (BANK CENTRAL ASIA)	Y	Y	ade.sutrisno@cimbniaga.co.id	1

Note: Template file dapat mengacu pada cimb.id/tb/ffoctobiz

LANGKAH

02

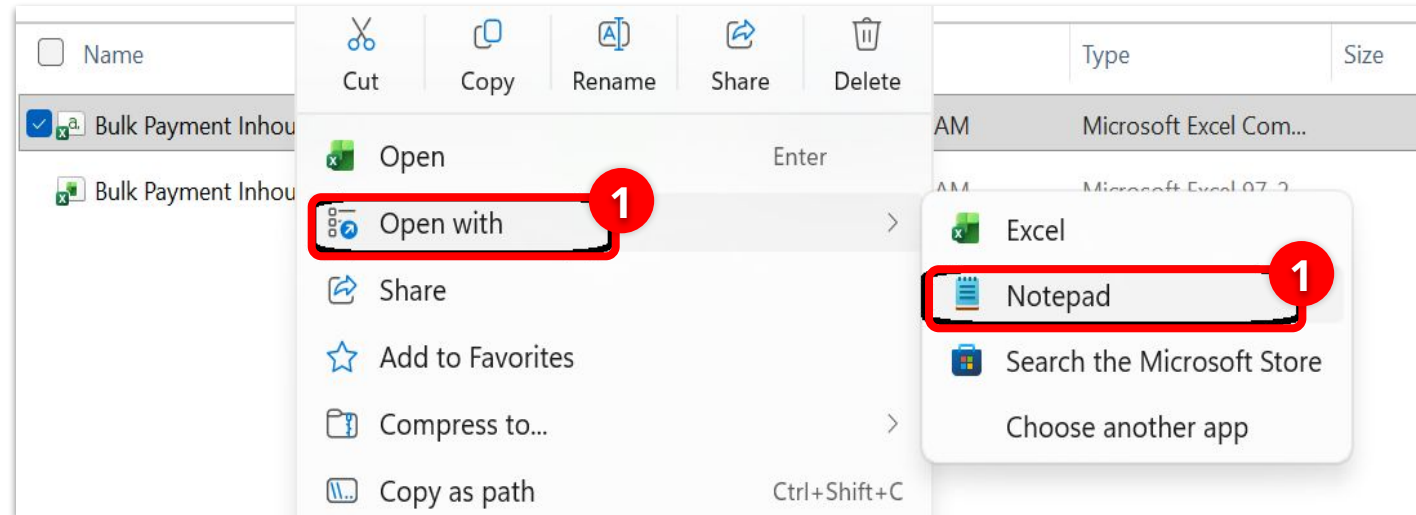


- 1 Simpan file dengan format **CSV (Comma delimited)**

Save the file in CSV (Comma delimited) format

LANGKAH

03

**1** Buka file CSV dengan **Notepad**

Buka file CSV with Notepad

2 Periksa file nya

Check the file








```
800028589400,CIMB NIAGA,IDR,16651020,PAYROLL SKN,3,20260225,ade.sutrisno@cimbniaga.co.id,,,  
115627898,MR I,IDR,5396760,PAYROLL SKN,BANK BNI 46,Y,Y,ade.sutrisno@cimbniaga.co.id,1,  
098637658,MR IUS,IDR,5857500,PAYROLL SKN,BCA (BANK CENTRAL ASIA),Y,Y,ade.sutrisno@cimbniaga.co.id,1,  
776389789,BREKELE,IDR,5396760,PAYROLL SKN,BCA (BANK CENTRAL ASIA),Y,Y,ade.sutrisno@cimbniaga.co.id,1,
```

LANGKAH

04

- 1 Ketika diupload pada menu "File Upload", **system akan menunjukkan status sukses**

When uploaded in the "File Upload" menu, the system will show a success status

File Ref. No. 	Transaction Group 	File Name 	File Format 	File Upload Date 	File Upload Status 	Maker Name/ID 
IFL260225000000030	Payroll	Format Bulk SKN - Copy (2).csv	SKN CSV Non-Encrypted	25 Feb 2026 04:23:39 WIB	Uploaded successfully	ADEMAKER - Ade Maker

Bulk Payment & Payroll
RTGS

LANGKAH

01

- 1 File upload di kerjakan pada file Excel dengan tampilan sebagai berikut:

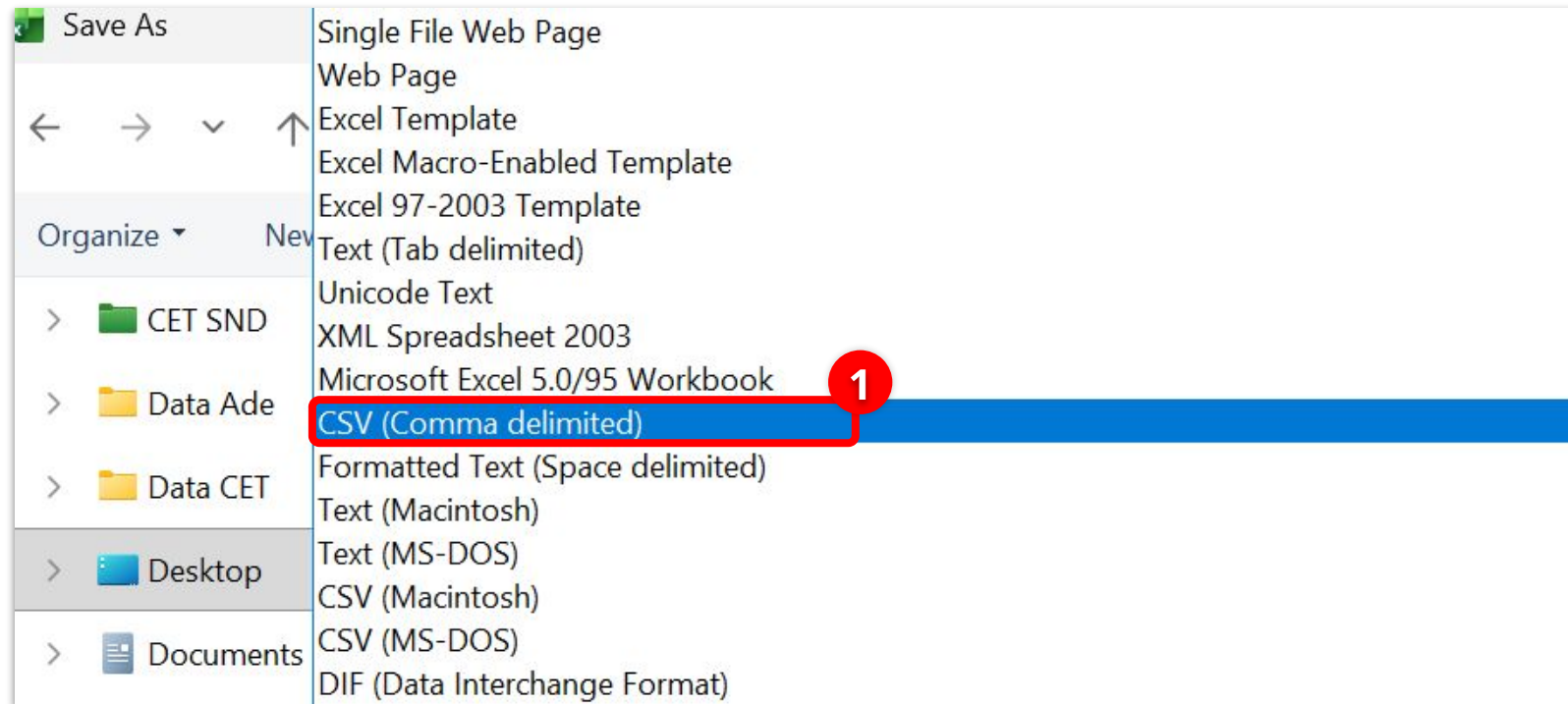
File upload is done in an Excel file with the following display:

A	B	C	D	E	F	G	H	I	J	K	L
800028589400	CIMB NIAGA	IDR	700000000	PEMBAYARAN SUPPLIER		3 20260312	abc@yahoo.com				
115627898	MR I	IDR	150000000	INVOICE 5678	BCA (BANK CENTRAL ASIA)	Y	Y			JL MAWAR NO 1 JAKARTA	0391
098637658	MR IUS	IDR	300000000	INVOICE 1234	BANK MANDIRI	Y	Y			JL SUNGAI PERMATA TANGERANG	0294
776389789	BREKELE	IDR	250000000	INVOICE 0101	BANK MANDIRI	Y	Y			JL KEMANG MEWAH JAKARTA	0391

Note: Template file dapat mengacu pada cimb.id/tb/ffoctobiz

LANGKAH

02

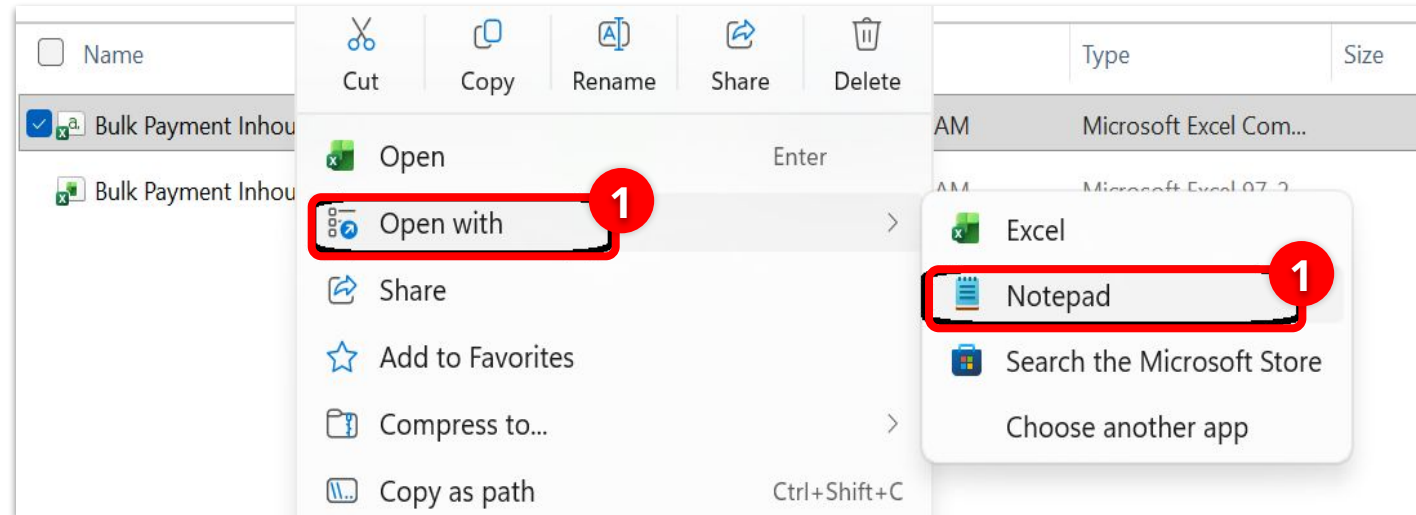


- 1 Simpan file dengan format **CSV (Comma delimited)**

Save the file in CSV (Comma delimited) format

LANGKAH

03

**1** Buka file CSV dengan **Notepad**

Buka file CSV with Notepad







2 Periksa file nya

Check the file

```
800028589400,CIMB NIAGA,IDR,700000000,PEMBAYARAN SUPPLIER,3,20260312,abc@yahoo.com,,,,  
115627898,MR I,IDR,150000000,INVOICE 5678,BCA (BANK CENTRAL ASIA),Y,Y,,JL MAWAR NO 1 JAKARTA,0391  
098637658,MR IUS,IDR,300000000,INVOICE 1234,BANK MANDIRI,Y,Y,,JL SUNGAI PERMATA TANGERANG,0294  
776389789,BREKELE,IDR,250000000,INVOICE 0101,BANK MANDIRI,Y,Y,,JL KEMANG MEWAH JAKARTA,0391
```

- 1 Ketika diupload pada menu "File Upload", **system akan menunjukkan status sukses**

When uploaded in the "File Upload" menu, the system will show a success status

File Ref. No. 	Transaction Group 	File Name 	File Format 	File Upload Date 	File Upload Status 	Maker Name/ID 
IFL260312000000717	Payroll	payroll rtgs.csv	RTGS CSV Non-Encrypted	12 Mar 2026 12:08:12 WIB	Uploaded successfully	ADEMAKER - Ade Maker



OCTOBIZ

BY  **CIMB NIAGA**

