



OCTOBIZ

Proxy

Proxy Task Inquiry

TUTORIALOCTOBIZ2026

KEJAR MIMPI

Proxy

Proxy Task Inquiry

Proxy - Proxy Task Inquiry merupakan fitur untuk *Proxy User* melakukan **Cancel**, **approve**, maupun **Reject Collected Task**

Proxy - Proxy Task Inquiry is a feature for **Proxy User** to **perform task collection** on behalf **Approver**

03

Proxy User
Flow

17

Approver Flow

45

QR Code Flow

Proxy Task Inquiry Flow **By Proxy User**

Cancellation via Listing Page

Cancellation via Detail Page



1 Kunjungi Website OCTO Biz di:
www.octobiz.co.id

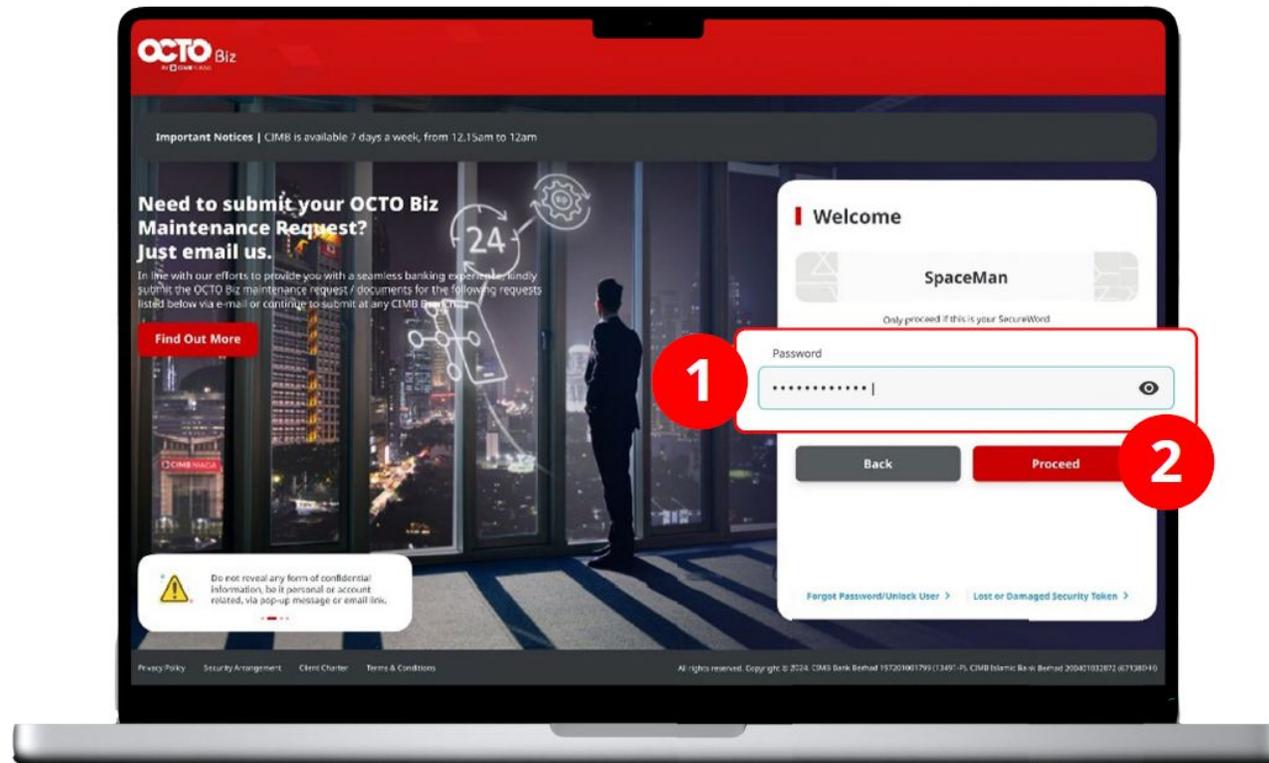
Visit OCTO Biz:
www.octobiz.co.id

2 Masuk dengan menggunakan
User & Company ID

Login using User & Company ID

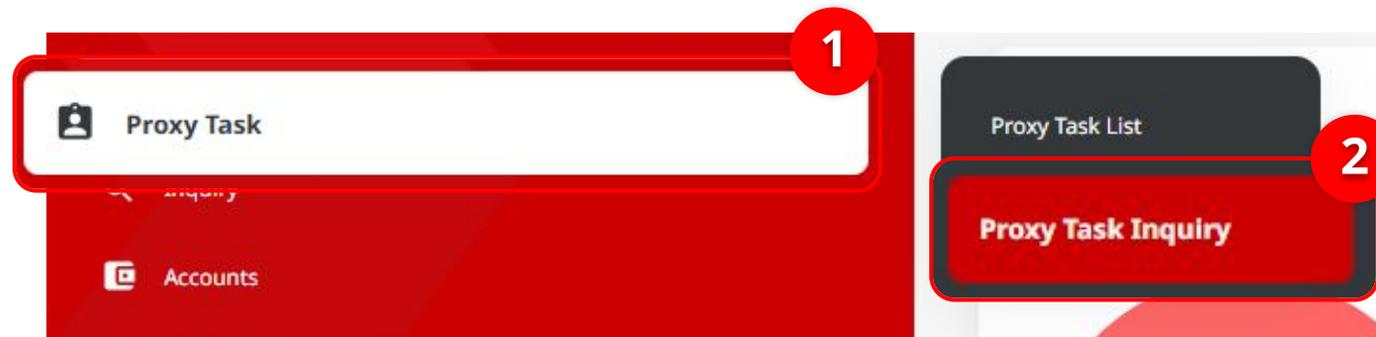
3 Klik **Next**

Click Next



1 Isi **Password**
input Password

2 Klik **Proceed**
Click Proceed



- 1 Arahkan pada menu disamping, **klik Proxy Task**

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

- 2 Pilih **Proxy Task Inquiry**

*Choose **Proxy Task Inquiry***

Proxy Task Inquiry

8 result(s)

Viewing as **Proxy**

Approver **All** **Advanced Search**

Transaction Group Payment Mode	From Account / File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
<input type="checkbox"/> IPT251111000000826	PROXYAPPROVER1 - PROXYAPPROVER1	3	ASDASD	USD 45.00 IDR 5,200,003.00 SGD 56.00	11 Nov 2025 10:01:44 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT251111000000825	PROXYAPPROVER2 - PROXYAPPROVER2	5	ADSDAS	USD 45.00 IDR 323,717,312.00 SGD 56.00	11 Nov 2025 10:00:58 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT251111000000824	PROXYAPPROVER3 - PROXYAPPROVER3	5	SASDSA	IDR 323,127,312.00 SGD 55.00 USD 133.00	11 Nov 2025 09:59:49 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT25111000000802	PROXYAPPROVER3 - PROXYAPPROVER3	5	sadada	IDR 300,004,003.00 USD 77.00 SGD 33.00	10 Nov 2025 16:13:25 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT25111000000801	PROXYAPPROVER2 - PROXYAPPROVER2	5	asdsda	IDR 300,594,003.00 USD 45.00 SGD 35.00	10 Nov 2025 16:11:59 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT25111000000800	PROXYAPPROVER1 - PROXYAPPROVER1	3	saddasda	USD 45.00 SGD 35.00 IDR 5,200,003.00	10 Nov 2025 16:10:55 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT25111000000797	PROXYAPPROVER1 - PROXYAPPROVER1	25	asdasds	IDR 930,575,568.00 USD 93.00	10 Nov 2025 13:39:15 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/> IPT251107000000782	PROXYAPPROVER1 - PROXYAPPROVER1	9	HIHIHihi	IDR 201,084,133.00 USD 60.00	07 Nov 2025 13:50:21 WIB	PROXYMAKER1 - PROXYMAKER1

Download

Sistem akan menampilkan **halaman Proxy Task Inquiry Listing**

System will show the Proxy Task Inquiry listing page

1 Pilih **Proxy** sebagai **viewing**

Choose Proxy as Viewing

2 Pilih **All** sebagai **Approver**

Choose All as Approver

Proxy Task Inquiry Viewing as **Proxy**

8 result(s) Approver: All [Advanced Search](#)

Collected Date From: Select To: Select Collection Description: Enter [Search](#)

Transaction Group / Payment Mode	From Account / File Reference No. / Account No.	Beneficiary Name / File Name / Reference No.	Beneficiary Bank / Account No. / Billing ID	Amount / Payment Date	Created Date	Status	
<input checked="" type="checkbox"/>	Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
<input checked="" type="checkbox"/>	IPT25111000000826	PROXYAPPROVER1 - PROXYAPPROVER1	3	ASDASD	USD 45.00 IDR 5,200,003.00 SGD 56.00	11 Nov 2025 10:01:44 WIB	PROXYMAKER1 - PROXYMAKER1
<input checked="" type="checkbox"/>	IPT25111000000825	PROXYAPPROVER2 - PROXYAPPROVER2	5	ADSDAS	USD 45.00 IDR 323,717,312.00 SGD 56.00	11 Nov 2025 10:00:58 WIB	PROXYMAKER1 - PROXYMAKER1
<input checked="" type="checkbox"/>	IPT25111000000824	PROXYAPPROVER3 - PROXYAPPROVER3	5	SASDSDA	IDR 323,127,312.00 SGD 55.00 USD 133.00	11 Nov 2025 09:59:49 WIB	PROXYMAKER1 - PROXYMAKER1
<input checked="" type="checkbox"/>	IPT25111000000802	PROXYAPPROVER3 - PROXYAPPROVER3	5	sadada	IDR 300,004,003.00 USD 45.00 SGD 33.00	10 Nov 2025 16:13:25 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000801	PROXYAPPROVER2 - PROXYAPPROVER2	5	asdsda	IDR 300,594,003.00 USD 45.00 SGD 35.00	10 Nov 2025 16:11:59 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000800	PROXYAPPROVER1 - PROXYAPPROVER1	3	saddasda	USD 45.00 SGD 35.00 IDR 5,200,003.00	10 Nov 2025 16:10:55 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000797	PROXYAPPROVER1 - PROXYAPPROVER1	25	asdasds	IDR 930,575,568.00 USD 93.00	10 Nov 2025 13:39:15 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25110700000782	PROXYAPPROVER1 - PROXYAPPROVER1	9	HJHJHh	IDR 201,084,133.00 USD 60.00	07 Nov 2025 13:50:21 WIB	PROXYMAKER1 - PROXYMAKER1

[Download](#) [Cancel collection](#)



Cancel collection

Are you sure you want to Cancel collection for the selected items?

1 Pilih **Collection** yang ingin di **Cancel**

Choose **Collection to Cancel**

2 Klik **Cancel Collection**

Click **Cancel Collection**

3 Klik **Yes**

Click **Yes**

Proxy Task Inquiry > Acknowledgement

Collected task(s) cancelled

Listing

Transaction Group Payment Mode	From Account / File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
IPT25111000000824	PROXYAPPROVER3 - PROXYAPPROVER3	5	SASDSA	IDR 323,127,312.00 SGD 55.00 USD 133.00	11 Nov 2025 09:59:49 WIB	PROXYMAKER1 - PROXYMAKER1
Bulk Payment (Multi Source)	IFL25111000000001	-	LAIEELOONCORT_11112025_OUR_BLK_ - MULTI_CSV_000010.CSV IDB25111000000001	IDR 200,004,000.00	11 Nov 2025 09:59:49 WIB	Pending Approval
Transfer to Other Banks RTGS	TERLALU MANIS 860004812200	ANJAR ASMORO HERYANTO RT25111000000001	BANK RAKYAT INDONESIA (BRI) 703057616600	IDR 123,123,312.00	11 Nov 2025 09:59:49 WIB	Pending Approval
Transfer within CIMB Niaga Own Account	TERLALU MANIS 860004812200	BAE ROO NA BA25111000000004	CIMB Niaga 703196724940	USD 78.00	11 Nov 2025 09:59:49 WIB	Pending Approval
Stop Payment Own Account	TERLALU MANIS 860004812200	BAE ROO NA DB251110000469547	CIMB Niaga 703196724940	USD 55.00	11 Nov 2025 09:59:49 WIB	Pending Approval
Manage Template Own Account	TERLALU MANIS 860004812200	TERLALU MANIS B125111000007946	CIMB Niaga 703167638562	SGD 55.00	11 Nov 2025 09:59:49 WIB	Pending Approval
IPT25111000000825	PROXYAPPROVER2 - PROXYAPPROVER2	5	ADSDAS	USD 45.00 IDR 323,717,312.00 SGD 56.00	11 Nov 2025 10:00:58 WIB	PROXYMAKER1 - PROXYMAKER1
International Payment Foreign Transfer	TERLALU MANIS 860004812200	TERLALU MANIS RT25111000007548	THE ROYAL BANK OF SCOTLAND PLC SING 703167638562	SGD 56.00	11 Nov 2025 10:00:58 WIB	Pending Approval
Multi Debit Inhouse Direct Debit	IFL251110000000004	-	LAIEELOONCORT_11112025_DD_CSV_0 - 00010.CSV IDB25111000000004	USD 45.00	11 Nov 2025 10:00:58 WIB	Pending Approval
Bulk Payment SKN	IFL251110000000002	-	LAIEELOONCORT_11112025_OUR_BLK_ - SKN_CSV_000010.CSV IDB25111000000002	IDR 590,000.00	11 Nov 2025 10:00:58 WIB	Pending Approval
Bulk Payment (Multi Source)	IFL251110000000001	-	LAIEELOONCORT_11112025_OUR_BLK_ - MULTI_CSV_000010.CSV IDB25111000000001	IDR 200,004,000.00	11 Nov 2025 10:00:58 WIB	Pending Approval
Transfer to Other Banks RTGS	TERLALU MANIS 860004812200	ANJAR ASMORO HERYANTO RT25111000000001	BANK RAKYAT INDONESIA (BRI) 703057616600	IDR 123,123,312.00	11 Nov 2025 10:00:58 WIB	Pending Approval

Print
Done

Sistem akan menampilkan Halaman **Acknowledgement**
System will show the **Acknowledgement page**

Proxy Task Inquiry Flow **By Proxy User**

Cancellation via Listing Page

Cancellation via Detail Page



- 1 Kunjungi Website OCTO Biz di:
www.octobiz.co.id

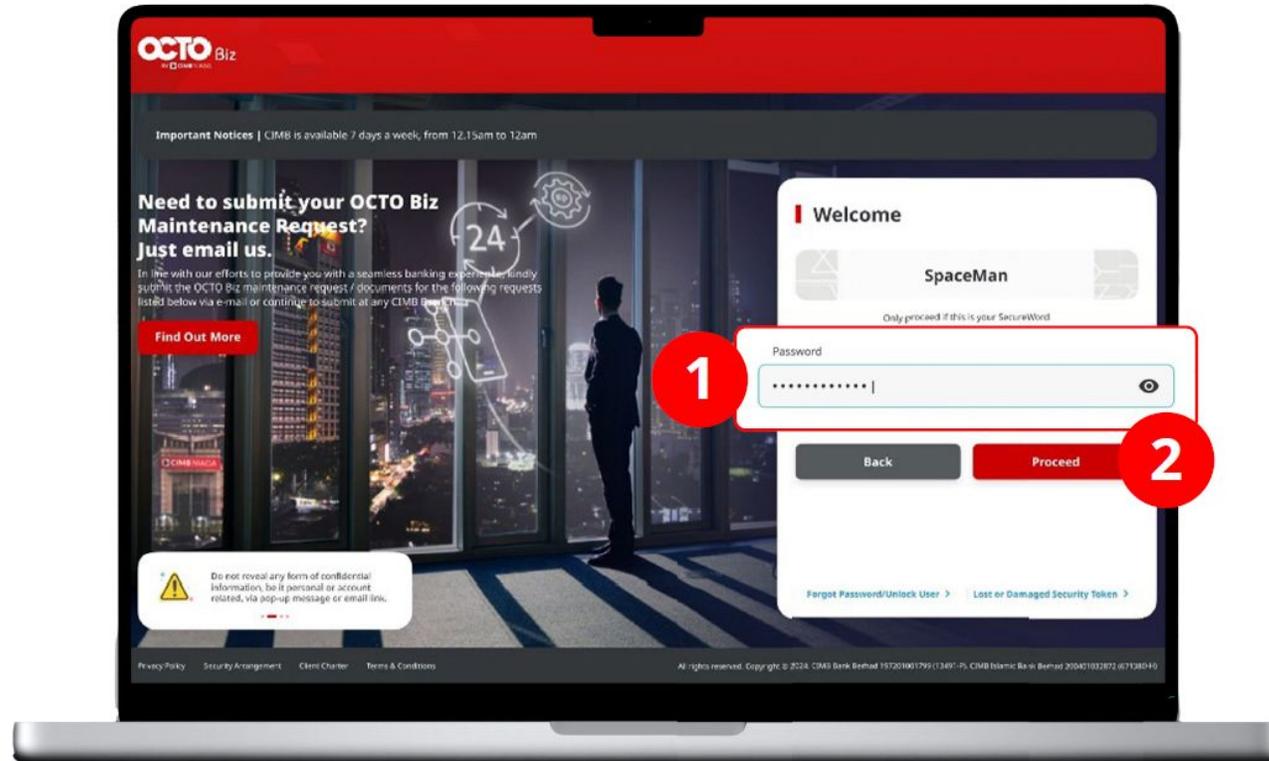
Visit OCTO Biz:
www.octobiz.co.id

- 2 Masuk dengan menggunakan
User & Company ID

Login using *User & Company ID*

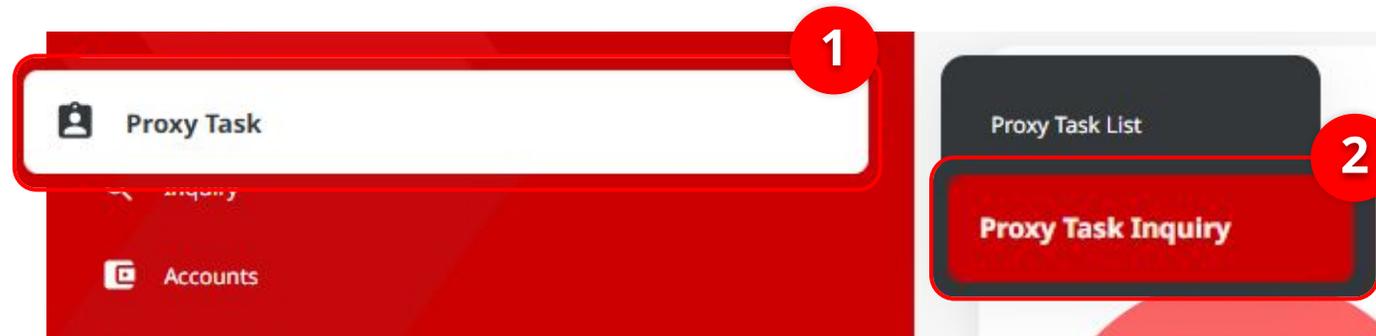
- 3 Klik **Next**

Click *Next*



1 Isi **Password**
input Password

2 Klik **Proceed**
Click Proceed



- 1 Arahkan pada menu disamping, **klik Proxy Task**

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

- 2 Pilih **Proxy Task Inquiry**

*Choose **Proxy Task Inquiry***

1 Viewing as **Proxy**

2 Approver **All** [Advanced Search](#)

8 result(s)

Transaction Group Payment Mode	From Account / File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status	
	IPT251111000000826	PROXYAPPROVER1 - PROXYAPPROVER1	3	ASDASD	USD 45.00 IDR 5,200,003.00 SGD 56.00	11 Nov 2025 10:01:44 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT251111000000825	PROXYAPPROVER2 - PROXYAPPROVER2	5	ADSDAS	USD 45.00 IDR 323,717,312.00 SGD 56.00	11 Nov 2025 10:00:58 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT251111000000824	PROXYAPPROVER3 - PROXYAPPROVER3	5	SASDSA	IDR 323,127,312.00 SGD 55.00 USD 133.00	11 Nov 2025 09:59:49 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000802	PROXYAPPROVER3 - PROXYAPPROVER3	5	sadada	IDR 300,004,003.00 USD 77.00 SGD 33.00	10 Nov 2025 16:13:25 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000801	PROXYAPPROVER2 - PROXYAPPROVER2	5	asdsda	IDR 300,594,003.00 USD 45.00 SGD 35.00	10 Nov 2025 16:11:59 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000800	PROXYAPPROVER1 - PROXYAPPROVER1	3	saddasda	USD 45.00 SGD 35.00 IDR 5,200,003.00	10 Nov 2025 16:10:55 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT25111000000797	PROXYAPPROVER1 - PROXYAPPROVER1	25	asdasds	IDR 930,575,568.00 USD 93.00	10 Nov 2025 13:39:15 WIB	PROXYMAKER1 - PROXYMAKER1
<input type="checkbox"/>	IPT251107000000782	PROXYAPPROVER1 - PROXYAPPROVER1	9	HIHIHihi	IDR 201,084,133.00 USD 60.00	07 Nov 2025 13:50:21 WIB	PROXYMAKER1 - PROXYMAKER1

3 [IPT251111000000826](#)

[Download](#)

Sistem akan menampilkan **halaman Proxy Task Inquiry Listing**

System will show the *Proxy Task Inquiry listing page*

1 Pilih **Proxy** sebagai **viewing**

Choose Proxy as Viewing

2 Pilih **All** sebagai **Approver**

Choose All as Approver

3 Klik **Hyperlink Transaksi**

Click the Transaction Hyperlink

Proxy Task Inquiry > Details

Details

Collection Reference No. IPT25111000000807	Approver IZZUAUTHO - AUTHO NO DEPT EXECUTIVE	No. of task(s) 8
Collection Description PJ22TB316-75059	Collected On 10 Nov 2025 16:39:28 WIB	Collected By MAKERNO5YS - MAKER NO SYS ADMIN

Listing

Summary of Financial Maintenance Task

Manage Template

Reference No.	File Reference No.	Product	Transaction Group	Payment Mode	Created Date	Number of Transactions	Currency	Total Transaction Amount
10125111000007844	-	Manage Template	Transfer within CIMB Niaga	Own Account	10 Nov 2025 16:36:37 WIB	1	SGD	11.00
Total by Currency						1	SGD	11.00

Stop Payment

Reference No.	File Reference No.	Product	Transaction Group	Payment Mode	Created Date	Number of Transactions	Currency	Total Transaction Amount
108251110000469541	-	Stop Payment	Transfer within CIMB Niaga	Other CIMB Niaga	10 Nov 2025 10:40:14 WIB	1	USD	22.00
Total by Currency						1	USD	22.00

Summary of Financial Transaction

Reference No.	File Reference No.	Transaction Group	Payment Mode	Created Date	Number of Transactions	Currency	Total Transaction Amount	
108251107000000913	IFL25110700000032	Bulk Payment (Multi-Source)	-	07 Nov 2025 13:26:08 WIB	3	IDR	200.022.001.00	
11725111000007562	-	International Payment	Foreign Transfer	10 Nov 2025 16:28:42 WIB	1	SGD	10.00	
108251107000000919	IFL25110700000041	MPN Upload	Payment via Billing ID	07 Nov 2025 14:41:02 WIB	3	IDR	3.000.003.00	
108251110000000932	IFL25111000000054	Multi Debit	Inhouse Direct Debit	10 Nov 2025 16:33:03 WIB	1	USD	9.00	
117251110000000920	-	Transfer to Other Banks	RTGS	10 Nov 2025 12:46:56 WIB	1	IDR	200.000.000.00	
117251110000000929	-	Transfer within CIMB Niaga	Other CIMB Niaga	10 Nov 2025 12:29:47 WIB	1	USD	22.00	
Total by Currency						2	USD	31.00
						7	IDR	403.022.004.00
						1	SGD	10.00

Collected Grand Total by Currency	2	SGD	21.00
	7	IDR	403.022.004.00
	3	USD	53.00

Back Download Cancel collection



Sistem akan menampilkan halaman **Detail**

System will show the **Detail** page

- 1 Klik **Cancel Collection**
Click **Cancel Collection**
- 2 Klik **Yes**
Click **Yes**

Proxy Task Inquiry > Acknowledgement

Collected task(s) cancelled 

Listing

Transaction Group <small>Payment Mode</small>	From Account /File Reference No. <small>Account No.</small>	Beneficiary Name / File Name <small>Reference No.</small>	Beneficiary Bank <small>Account No. / Billing ID</small>	Amount <small>Payment Date</small>	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
IPT25111000000807	IZZUALTHO - AUTHO NO DEPT EXECUTIVE	8	Pj2ZTB316-75059	USD 53.00 IDR 403,022,004.00 SGD 21.00	10 Nov 2025 16:39:28 WIB	MAKERNOSYS - MAKER NO SYS ADMIN
Manage Template <small>Own Account</small>	ANGIN TOLAK 800152518600	TEST GANTI NAMA CLICKS I01251110000007944	CIMB Niaga 703070729502	SGD 11.00 -	10 Nov 2025 16:39:28 WIB	Pending Approval
Multi Debit <small>Inhouse Direct Debit</small>	IFL251110000000054	Multi Debit FCY FCY.csv IDB251110000000032	-	USD 9.00 10 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval
International Payment <small>Foreign Transfer</small>	YEYEN SUROHMI 701221470500	izzu LCY-FCY IFT251110000007562	JPMORGAN CHASE BANK, N.A. 778899	SGD 10.00 10 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval
Transfer to Other Banks <small>RTGS</small>	ANJAR ASMORO HERYANTO 703057616600	12312313123 IRT251110000000020	BANK BNI 46 21312312312	IDR 200,000,000.00 10 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval
Transfer within CIMB Niaga <small>Other CIMB Niaga</small>	BAE ROO NA 703196724940	AMHALUNBYUX IIT251110000000029	CIMB Niaga 703196726340	USD 22.00 10 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval
Stop Payment <small>Other CIMB Niaga</small>	BAE ROO NA 703196724940	AMHALUNBYUX I08251110000469541	CIMB Niaga 703196726340	USD 22.00 15 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval
MPN Upload <small>Payment via Billing ID</small>	IFL251107000000041	TP 1 7 nov.csv IDB251107000000019	-	IDR 3,000,003.00 10 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval
Bulk Payment (Multi Source)	IFL251107000000032	multisource v2.csv IDB251107000000013	-	IDR 200,022,001.00 10 Nov 2025	10 Nov 2025 16:39:28 WIB	Pending Approval

Print Done

Sistem akan menampilkan Halaman **Acknowledgement**
System will show the *Acknowledgement page*

Proxy Task Inquiry Flow

By Approver

Approval via Listing Page

Approval via Detail Page

Rejection via Listing Page

Rejection via Detail Page



- 1 Kunjungi Website OCTO Biz di:
www.octobiz.co.id

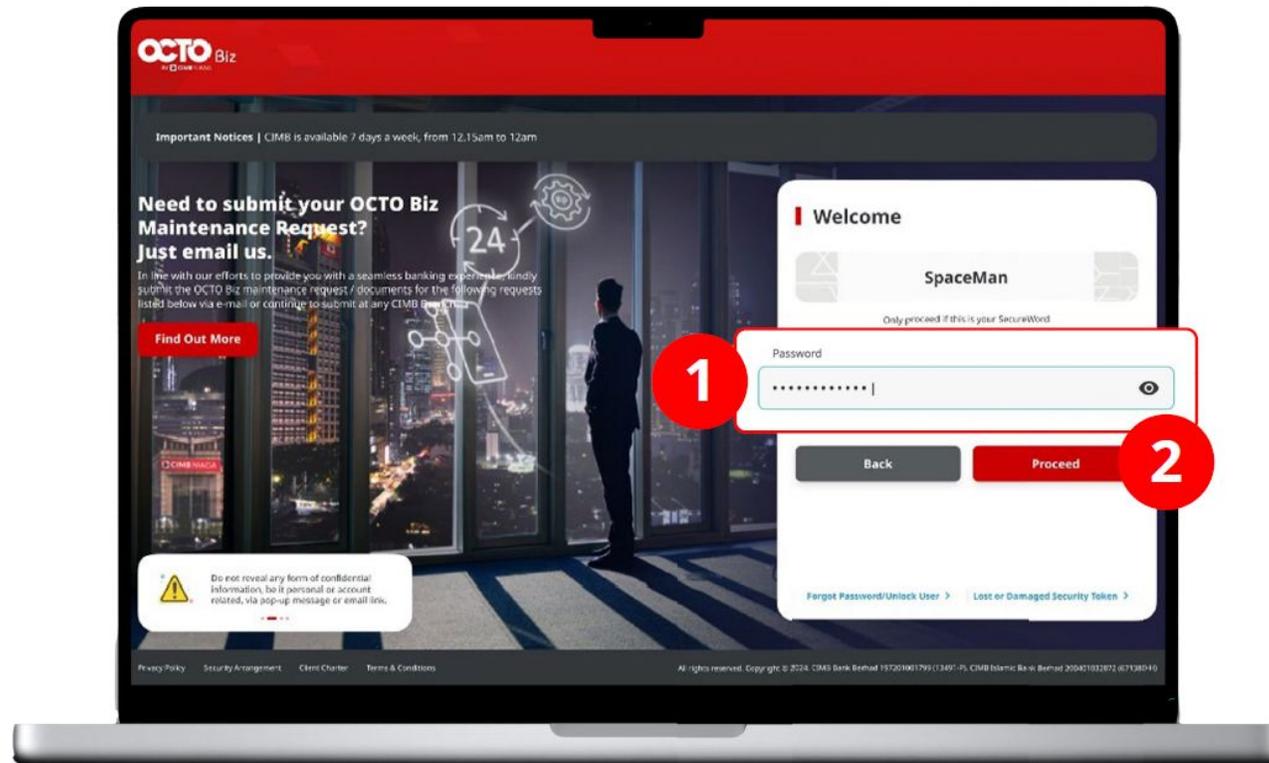
Visit OCTO Biz:
www.octobiz.co.id

- 2 Masuk dengan menggunakan
User & Company ID

Login using *User & Company ID*

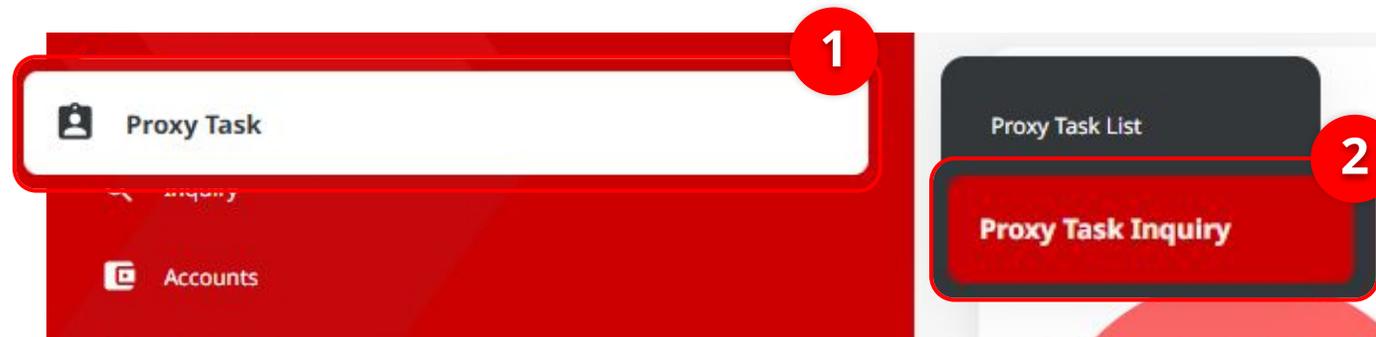
- 3 Klik **Next**

Click *Next*



1 Isi **Password**
input Password

2 Klik **Proceed**
Click Proceed



- 1 Arahkan pada menu disamping, **klik Proxy Task**

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

- 2 Pilih **Proxy Task Inquiry**

*Choose **Proxy Task Inquiry***

Proxy Task Inquiry

5 result(s)

Viewing as **Approver**

Proxy **All**

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
<input type="checkbox"/> IPT251114000001037	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Z	USD 365.00 IDR 223,242,238.00 SGD 1,342.00	14 Nov 2025 17:43:52 WIB	PROXY3 - Gian Proxy 3
<input type="checkbox"/> IPT251114000001036	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Y	SGD 1,234.00 IDR 226,342,265.00 USD 300.00	14 Nov 2025 17:43:23 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001035	GIANAUTHOE3 - Gian Approver 3 Executives	3	Collection X	SGD 1,234.00 IDR 60,006.00 USD 300.00	14 Nov 2025 17:42:22 WIB	PROXY1 - Gian Proxy 1
<input type="checkbox"/> IPT251114000001032	GIANAUTHOE3 - Gian Approver 3 Executives	1	2	IDR 60,006.00	14 Nov 2025 16:18:25 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001031	GIANAUTHOE3 - Gian Approver 3 Executives	1	1	IDR 60,006.00	14 Nov 2025 16:16:20 WIB	PROXY1 - Gian Proxy 1

Download

Sistem akan menampilkan **halaman Proxy Task Inquiry Listing**

System will show the Proxy Task Inquiry listing page

1 Pilih **Approver** sebagai **viewing**

Choose Approver as Viewing

2 Pilih **All** sebagai **Proxy**

Choose All as Proxy

Proxy Task Inquiry

Viewing as Approver

5 result(s)

Proxy All

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
<input checked="" type="checkbox"/>	IPT251114000001037	GIANAUTHOE3 - Gian Approver 3 Executives		USD 365.00 IDR 223,242,238.00 SGD 1,342.00	14 Nov 2025 17:43:52 WIB	PROXY3 - Gian Proxy 3
<input checked="" type="checkbox"/>	IPT251114000001036	GIANAUTHOE3 - Gian Approver 3 Executives		SGD 1,234.00 IDR 226,342,265.00 USD 300.00	14 Nov 2025 17:43:23 WIB	PROXY2 - Gian Proxy 2

1 of 3

Download Reject Selected Approve Selected

1 Pilih **Collection** yang ingin di **Approve**

Choose **Collection to Approve**

2 Klik **Approve Selected**

Click **Approve Selected**

3 Klik **Yes**

Click **Yes**

Approve

Are you sure you want to approve the selected items?

No Yes

Proxy Task Inquiry > Acknowledgement

Transaction(s) approved 

Listing

Transaction Group / Payment Mode	From Account / File Reference No. / Account No.	Beneficiary Name / File Name / Reference No.	Beneficiary Bank / Account No. / Billing ID	Amount / Payment Date	Created Date	Status	Reason
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By	
IFT25111000000790	GANAUTH03 - Gian Approver 3 Executives	19	PJ2T8316-75052	IDR 314,130,919.00 USD 100,334.00	10 Nov 2025 11:22:46 WIB	PROXY1 - Proxy 1	
International Payment / Foreign Transfer	ANJAR ASMORO HERYANTO 703857016600	Gian Remittance IFT25111000007557	BANK MANDIRI (PERSERO) TBK. PT 1234567890	USD 222.00 10 Nov 2025	10 Nov 2025 11:16:14 WIB	Authorized	
Bulk Payment / SN	IFL25111000000033	Bulk Payment SKN 3.csv ID02111000000018		IDR 3,100,023.00 10 Nov 2025	10 Nov 2025 11:08:35 WIB	Authorized	
Multi Debit / Inhouse Direct Debit	IFL25111000000036	Multi Debit 2.csv ID02111000000020		IDR 300,004.00 10 Nov 2025	10 Nov 2025 11:10:41 WIB	Authorized	
Bulk Payment (Multi Source)	IFL25111000000030	Bulk Payment Multi Source 2.c - SV ID02111000000017		IDR 200,030,020.00 10 Nov 2025	10 Nov 2025 11:07:47 WIB	Pending Approval	
Time Deposit Placement	ANJAR ASMORO HERYANTO 703857016600	Time Deposit ITD21110000002799		IDR 8,000,000.00 10 Nov 2025	10 Nov 2025 09:01:41 WIB	Successful	
Payroll / Other CIMB Niaga	IFL25111000000002	Payroll Inhouse .csv ID02111000000002		IDR 203,341.00 10 Nov 2025	10 Nov 2025 09:08:11 WIB	Pending Approval	
Transfer to Other Banks / SN	TERLALU MANIS 800153439400	Gian SKN IDK21110000000022	BANK MANDIRI 1234567890	IDR 40,004.00 10 Nov 2025	10 Nov 2025 11:16:12 WIB	Pending Approval	
International Payment / Foreign Transfer	TERLALU MANIS 800153439400	Gian FTT IFT25111000007551	OVERSEA-CHINESE BANKING CORPORATION 02131200000010	USD 100,001.00 10 Nov 2025	10 Nov 2025 11:06:38 WIB	Pending Approval	
Bill Payment Upload / Bill Payment	IFL25111000000034	BP Upload 1.csv ID02111000000019		IDR 20,003.00 10 Nov 2025	10 Nov 2025 11:08:51 WIB	Authorized	
MPN Upload / Check Tax Billing ID and Payment	IFL25111000000007	MPN Upload 2.csv ID02111000000003		IDR 333,300.00 10 Nov 2025	10 Nov 2025 09:20:52 WIB	Pending Approval	
Transfer within CIMB Niaga / Other Account	ANJAR ASMORO HERYANTO 703857016600	SQWU IDK21110000000001	CIMB Niaga 70204879200	IDR 123,422.00 10 Nov 2025	10 Nov 2025 10:14:01 WIB	Pending Approval	
Transfer within CIMB Niaga / Other CIMB Niaga	TERLALU MANIS 800153439400	AA## IFT21110000000028	CIMB Niaga 4208001010254	IDR 20,002.00 10 Nov 2025	10 Nov 2025 11:16:08 WIB	Pending Approval	
Bill Payment / Bill Payment	ANJAR ASMORO HERYANTO 703857016600	PDAM Kota Semarang IDP21110000000004	PDAM 50200217	IDR 62,000.00 10 Nov 2025	10 Nov 2025 10:11:20 WIB	Authorized	
Modul Penerimaan Negara / Payment via Billing ID	ANJAR ASMORO HERYANTO 703857016600	NOTARIS NATUNA IFT2511100000005179		IDR 220,000.00 10 Nov 2025	10 Nov 2025 10:12:43 WIB	Pending Approval	
Transfer to Other Banks / RTGS	TERLALU MANIS 800153439400	Gian RTGS IFT25111000000018	BANK MANDIRI 1234567890	IDR 100,000,001.00 10 Nov 2025	10 Nov 2025 11:16:10 WIB	Pending Approval	
Transfer within CIMB Niaga / Other CIMB Niaga	ANJAR ASMORO HERYANTO 703857016600	TAHERR IFT25111000000027	CIMB Niaga 703177640540	USD 111.00 10 Nov 2025	10 Nov 2025 11:16:06 WIB	Pending Approval	
Transfer to Other Banks / BI ASET	ANJAR ASMORO HERYANTO 703857016600	CUS-SNA-ANM200007761 IB02111000424037	PT BANK SHENHAN INDONESIA 1034007512	IDR 123,321.00 10 Nov 2025	10 Nov 2025 10:13:32 WIB	Pending Approval	
Manage Template / Common Order	ANJAR ASMORO HERYANTO 703857016600		Bank Mentika 001001001	IDR 1,123,456.00 10 Nov 2025	10 Nov 2025 10:20:26 WIB	Approval In Progress	
Stop Payment / Other Account	ANJAR ASMORO HERYANTO 703857016600	SQWU IB021110000000539	CIMB Niaga 70204879200	IDR 432,122.00 10 Nov 2025	10 Nov 2025 10:19:38 WIB	Pending Approval	

Print Done

Sistem akan menampilkan Halaman **Acknowledgement**
System will show the **Acknowledgement** page

Proxy Task Inquiry Flow **By Approver**

Approval via Listing Page

Approval via Detail Page

Rejection via Listing Page

Rejection via Detail Page



1 Kunjungi Website OCTO Biz di:
www.octobiz.co.id

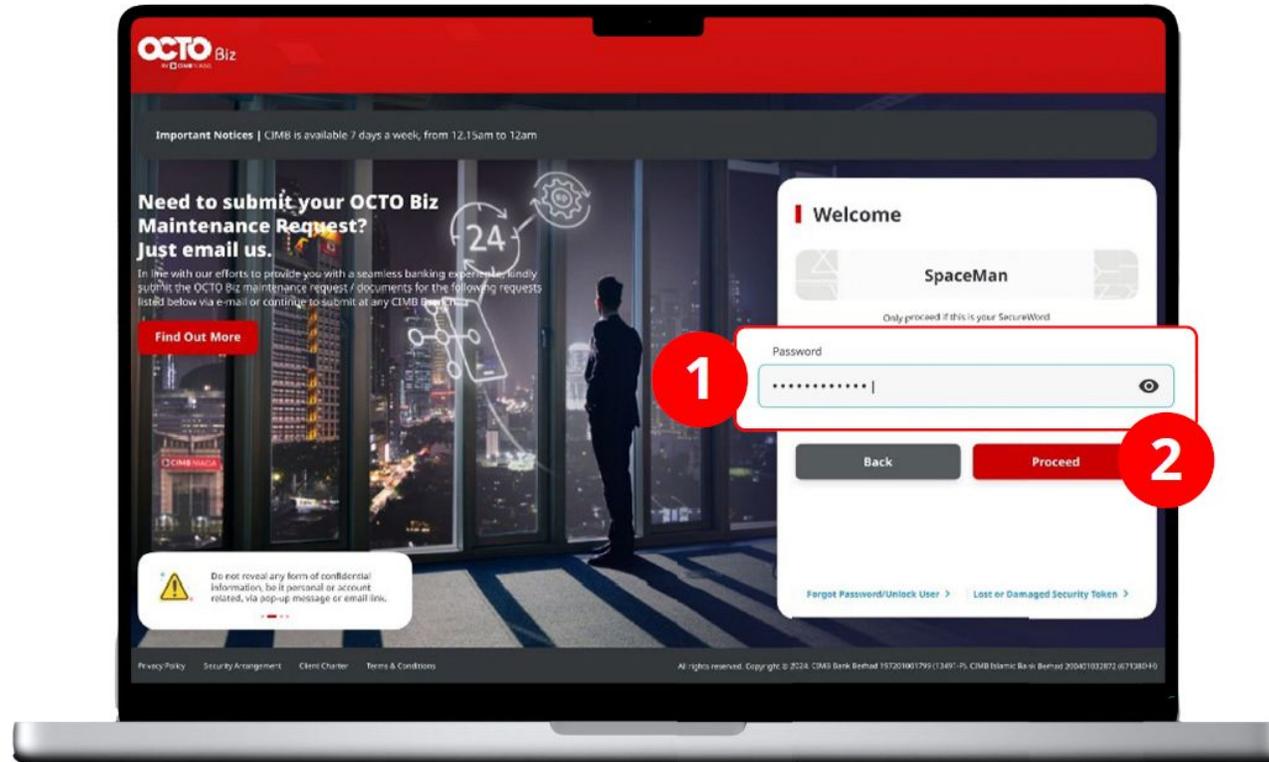
Visit OCTO Biz:
www.octobiz.co.id

2 Masuk dengan menggunakan
User & Company ID

Login using User & Company ID

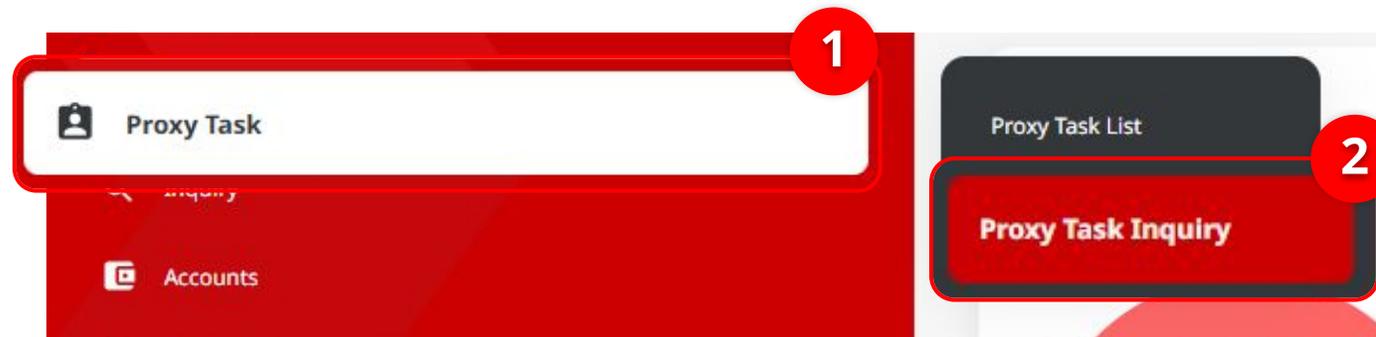
3 Klik **Next**

Click Next



1 Isi **Password**
input Password

2 Klik **Proceed**
Click Proceed



- 1 Arahkan pada menu disamping, **klik Proxy Task**

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

- 2 Pilih **Proxy Task Inquiry**

*Choose **Proxy Task Inquiry***

Proxy Task Inquiry

5 result(s)

1 Viewing as **Approver**

2 Proxy **All**

3 [IPT25111100000826](#)

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
IPT25111100000826	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Z	USD 365.00 IDR 223,242,238.00 SGD 1,342.00	14 Nov 2025 17:43:52 WIB	PROXY3 - Gian Proxy 3
<input type="checkbox"/> IPT251114000001036	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Y	SGD 1,234.00 IDR 226,342,265.00 USD 300.00	14 Nov 2025 17:43:23 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001035	GIANAUTHOE3 - Gian Approver 3 Executives	3	Collection X	SGD 1,234.00 IDR 60,006.00 USD 300.00	14 Nov 2025 17:42:22 WIB	PROXY1 - Gian Proxy 1
<input type="checkbox"/> IPT251114000001032	GIANAUTHOE3 - Gian Approver 3 Executives	1	2	IDR 60,006.00	14 Nov 2025 16:18:25 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001031	GIANAUTHOE3 - Gian Approver 3 Executives	1	1	IDR 60,006.00	14 Nov 2025 16:16:20 WIB	PROXY1 - Gian Proxy 1

Download

Sistem akan menampilkan **halaman Proxy Task Inquiry Listing**

System will show the **Proxy Task Inquiry listing page**

- 1 Pilih **Approver** sebagai **viewing**
Choose Approver as Viewing
- 2 Pilih **All** sebagai **Proxy**
Choose All as Proxy
- 3 Klik **hyperlink** Transaksi
Click Transaction Hyperlink

Summary of Financial Transaction

Reference No.	File Reference No.	Transaction Group	Payment Mode	Created Date	Number of Transactions	Currency	Total Transaction Amount
IBP25111300000004	-	Bill Payment	Bill Payment	13 Nov 2025 16:05:43 WIB	1	IDR	666,666.00
IDB251113000000025	IFL251113000000040	Bill Payment Upload	Bill Payment	11 Nov 2025 16:22:32 WIB	1	IDR	31,333.07
IDB251113000000028	IFL251113000000041	Bulk Payment	SKN	13 Nov 2025 16:07:13 WIB	3	IDR	600,000.00
IDB251113000000026	IFL251113000000042	Bulk Payment (Multi Source)	-	13 Nov 2025 16:03:54 WIB	3	IDR	200,022,061.00
IFL251113000000039	-	International Payment	Foreign Transfer	13 Nov 2025 15:59:39 WIB	2	SGD	14.00
IDB251113000000027	IFL251113000000043	MFN Upload	Payment via Billing ID	13 Nov 2025 16:06:02 WIB	3	IDR	3,000,000.00
ITP251113000000837	-	Modul Penerimaan Negara	Create Tax Billing ID and Payment	13 Nov 2025 15:55:14 WIB	1	IDR	555,555.00
ITP251113000000803	-	Modul Penerimaan Negara	Payment via Billing ID	13 Nov 2025 15:55:03 WIB	1	IDR	1,000,001.00
IDB251113000000030	IFL251113000000045	Multi Debit	Invoice Direct Debit	13 Nov 2025 16:19:23 WIB	3	IDR	60,000,001.00
IDB231113000000029	IFL251113000000046	Payroll	Other CIMB Niaga	13 Nov 2025 16:09:52 WIB	2	IDR	300,004.00
ITD251113000000216	-	Time Deposit Placement	Time Deposit Placement	13 Nov 2025 16:11:05 WIB	1	IDR	21,000,000.00
IBI251113000423056	-	Transfer to Other Banks	BE FAST	13 Nov 2025 15:51:53 WIB	1	IDR	111,223.00
IDO251113000015623	-	Transfer to Other Banks	Domestic Online	13 Nov 2025 16:12:41 WIB	1	IDR	2,222.00
IFL251113000000037	-	Transfer to Other Banks	SKN	13 Nov 2025 15:51:09 WIB	2	IDR	2,000,003.00
IBP251113000000017	-	Transfer to Other Banks	RIBIC	11 Nov 2025 15:51:23 WIB	1	IDR	300,000,000.00
IIA251113000000014	-	Transfer within CIMB Niaga	Own Account	13 Nov 2025 15:49:31 WIB	1	IDR	111,113.00
ITP251113000000016	-	Transfer within CIMB Niaga	Other CIMB Niaga	13 Nov 2025 15:50:38 WIB	1	USD	22.00
Total by Currency					27	IDR	489,402,125.07
					2	SGD	14.00
					1	USD	22.00

Collected Grand Total by Currency

2	SGD	14.00
29	IDR	489,535,581.07
1	USD	22.00

Remark

Remark

Enter

Maximum 100 characters.

Back Download Reject Approve



Sistem akan menampilkan halaman **Detail**

System will show the **Detail** page

1 Klik **Approve**

Click **Approve**

2 Klik **Yes**

Click **Yes**

Transaction(s) approved

Listing

Transaction Group	From Account / File Reference No.	Beneficiary Name / File Name	Beneficiary Bank	Amount	Created Date	Status	Reason
Collection Reference No.	Approver	No. of tasks	Collection Description	Total Amount	Collected On	Collected By	
IP25111300000956	IZZUAUTHO - AUTHO NO DEPT EXECUTIVE	19	P227816-75061	SGD 14.00 IDR 485,335,581.07 USD 22.00	13 Nov 2025 16:26:22 WIB	MAKERPCSV - MAKER MD SVS ADMIN	
Modal Penarikan Negara	YEYEN SUROHME	NOTARIS NATUNA	-	IDR 555,555.00	13 Nov 2025 15:55:14 WIB	Authorised	-
Modal Penarikan Negara	YEYEN SUROHME	NOTARIS NATUNA	-	IDR 1,000,001.00	13 Nov 2025 15:55:53 WIB	Authorised	-
Transfer to Other Banks	ANJAR ASMORO HERVANTO	121251913	BANK BRI 46	IDR 200,000,000.00	13 Nov 2025 15:51:23 WIB	Authorised	-
Transfer within CIMB Niaga	YEYEN SUROHME	ANJAR ASMORO HERVANTO	CIMB Niaga	IDR 111,111.00	13 Nov 2025 15:49:21 WIB	Authorised	-
Bill Payment	YEYEN SUROHME	CBN	Internet / Cable TV	IDR 666,666.00	13 Nov 2025 16:00:45 WIB	Authorised	-
Transfer to Other Banks	YEYEN SUROHME	-	-	IDR 2,000,003.00	13 Nov 2025 15:51:03 WIB	Authorised	-
MPN Upload	IFL25111300000043	TP 1 14 nov.csv	-	IDR 3,000,003.00	13 Nov 2025 16:06:02 WIB	Authorised	-
Transfer to Other Banks	YEYEN SUROHME	NAMA DESTINATION	Bank Muamalat	IDR 2,222.00	13 Nov 2025 16:14:41 WIB	Authorised	-
Payroll	IFL25111300000045	Payroll 14 nov.csv	-	IDR 368,084.00	13 Nov 2025 16:09:52 WIB	Authorised	-
Transfer to Other Banks	JUSYF PONT	LALA SHABIRA UAT	PT BANK SHENHAN INDONESIA	IDR 111,222.00	13 Nov 2025 16:01:50 WIB	Authorised	-
Bulk Payment	IFL25111300000044	BulkPayment SKN 14nov.csv	-	IDR 488,000.00	13 Nov 2025 16:07:11 WIB	Authorised	-
International Payment	YEYEN SUROHME	-	-	SGD 14.00	13 Nov 2025 15:59:30 WIB	Authorised	-
Time Deposit Placement	YEYEN SUROHME	Time Deposit	-	IDR 21,000,000.00	13 Nov 2025 16:11:45 WIB	Authorised	-
Multi Debit	IFL25111300000046	multi debit 14nov.csv	-	IDR 60,000,001.00	13 Nov 2025 16:10:22 WIB	Authorised	-
Transfer within CIMB Niaga	BEE BOO NA	AMHALLINBIK	CIMB Niaga	USD 23.00	13 Nov 2025 15:56:38 WIB	Authorised	-
Manage Template	YEYEN SUROHME	ANJAR ASMORO HERVANTO	CIMB Niaga	IDR 10,000.00	13 Nov 2025 15:46:40 WIB	-	-
Bulk Payment (Multi Source)	IFL25111300000042	Multisource 14nov.csv	-	IDR 200,022,001.00	13 Nov 2025 16:03:54 WIB	Authorised	-
Stop Payment	YEYEN SUROHME	IZIM	BANK DANAMON INDONESIA	IDR 121,456.00	13 Nov 2025 15:47:56 WIB	Stopped	pppppppp
Bill Payment Upload	IFL25111300000040	BP 14nov.csv	-	IDR 33,333.07	13 Nov 2025 16:02:02 WIB	Authorised	-

Print Done

Sistem akan menampilkan Halaman **Acknowledgement** System will show the **Acknowledgement** page

Proxy Task Inquiry Flow

By Approver

Approval via Listing Page

Approval via Detail Page

Rejection via Listing Page

Rejection via Detail Page



1 Kunjungi Website OCTO Biz di:
www.octobiz.co.id

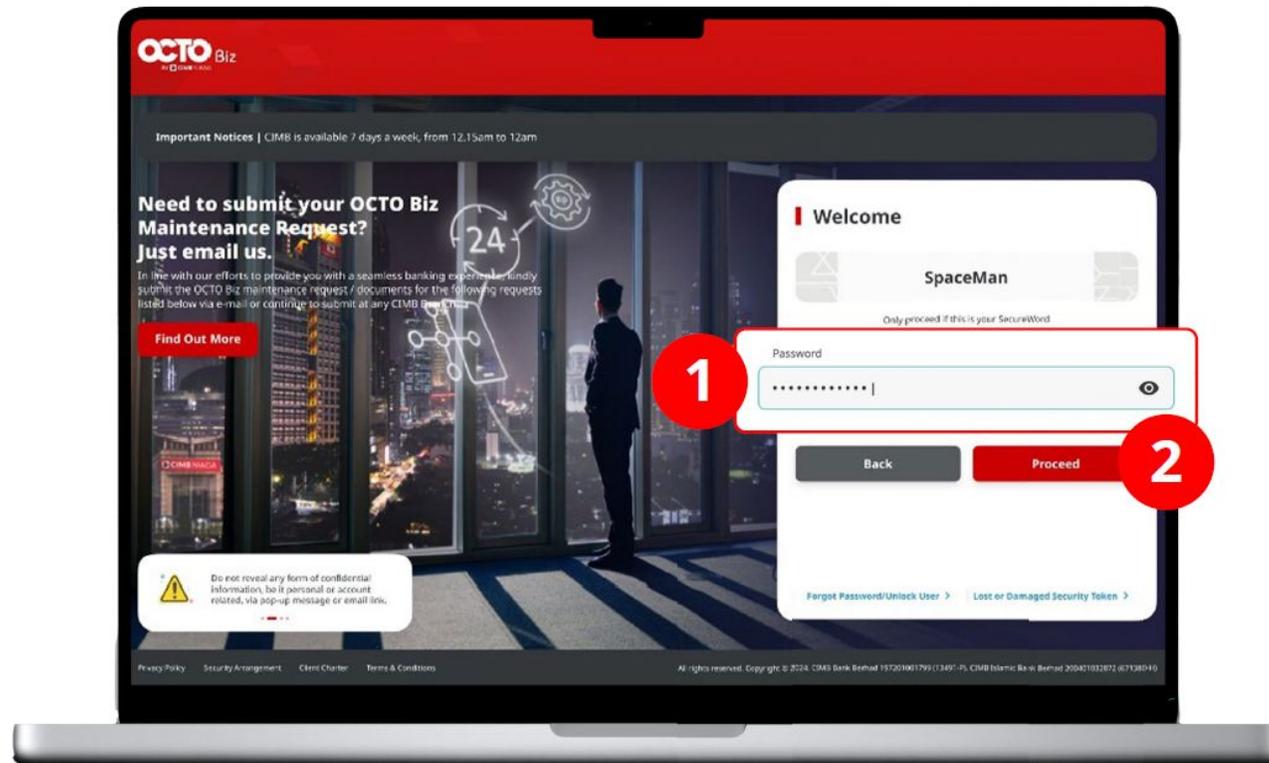
Visit OCTO Biz:
www.octobiz.co.id

2 Masuk dengan menggunakan
User & Company ID

Login using User & Company ID

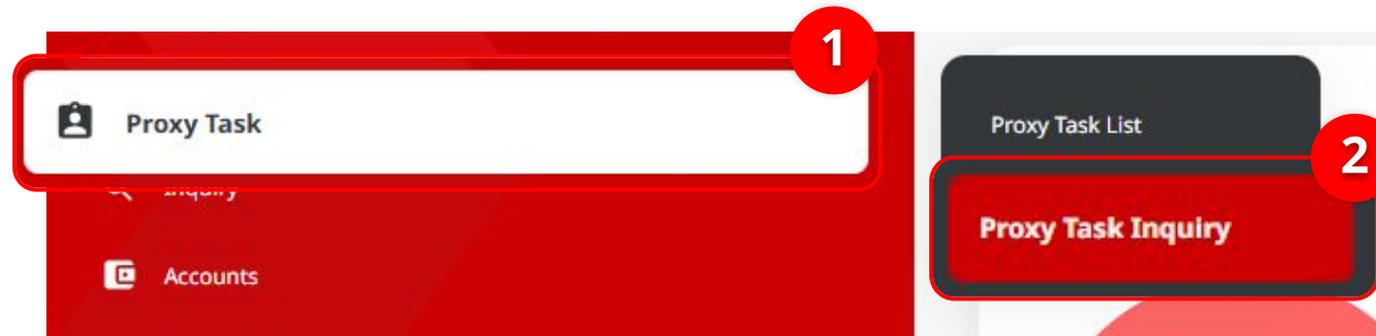
3 Klik **Next**

Click Next



1 Isi **Password**
input Password

2 Klik **Proceed**
Click Proceed



- 1 Arahkan pada menu disamping, **klik Proxy Task**

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

- 2 Pilih **Proxy Task Inquiry**

*Choose **Proxy Task Inquiry***

Proxy Task Inquiry

5 result(s)

1 Viewing as **Approver**

2 Proxy **All**

Advanced Search ^

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
<input type="checkbox"/> IPT251114000001037	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Z	USD 365.00 IDR 223,242,238.00 SGD 1,342.00	14 Nov 2025 17:43:52 WIB	PROXY3 - Gian Proxy 3
<input type="checkbox"/> IPT251114000001036	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Y	SGD 1,234.00 IDR 226,342,265.00 USD 300.00	14 Nov 2025 17:43:23 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001035	GIANAUTHOE3 - Gian Approver 3 Executives	3	Collection X	SGD 1,234.00 IDR 60,006.00 USD 300.00	14 Nov 2025 17:42:22 WIB	PROXY1 - Gian Proxy 1
<input type="checkbox"/> IPT251114000001032	GIANAUTHOE3 - Gian Approver 3 Executives	1	2	IDR 60,006.00	14 Nov 2025 16:18:25 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001031	GIANAUTHOE3 - Gian Approver 3 Executives	1	1	IDR 60,006.00	14 Nov 2025 16:16:20 WIB	PROXY1 - Gian Proxy 1

Download

Sistem akan menampilkan **halaman Proxy Task Inquiry Listing**

System will show the **Proxy Task Inquiry listing page**

1 Pilih **Approver** sebagai **viewing**

Choose **Approver as Viewing**

2 Pilih **All** sebagai **Proxy**

Choose **All as Proxy**

The screenshot shows the 'Proxy Task Inquiry' interface. At the top right, it says 'Viewing as Approver'. Below that, it indicates '5 result(s)' and a 'Proxy' filter set to 'All'. The main table has the following data:

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
<input checked="" type="checkbox"/>	IPT251114000001037	GIANAUTHOE3 - Gian Approver 3 Executives		USD 365.00 IDR 223,242,238.00 SGD 1,342.00	14 Nov 2025 17:43:52 WIB	PROXY3 - Gian Proxy 3
<input checked="" type="checkbox"/>	IPT251114000001036	GIANAUTHOE3 - Gian Approver 3 Executives		SGD 1,234.00 IDR 226,342,265.00 USD 300.00	14 Nov 2025 17:43:23 WIB	PROXY2 - Gian Proxy 2

At the bottom right of the table, there are three buttons: 'Download', 'Reject Selected', and 'Selected'. The 'Reject Selected' button is circled with a red '2'.

1 Pilih **Collection** yang ingin di **Reject**

Choose **Collection to Reject**

2 Klik **Reject Selected**

Click **Reject Selected**

3 Klik **Yes**

Click **Yes**

The dialog box features a yellow warning triangle icon with an exclamation mark. Below the icon, the text reads 'Reject' and 'Are you sure you want to reject the selected items?'. At the bottom, there are two buttons: 'No' and 'Yes'. The 'Yes' button is circled with a red '3'.

Proxy Task Inquiry > Acknowledgement

Request has been partially rejected successfully

Successful - 3 item(s)

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status	Reason
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By	
IPT25111400001005	APPROVER2 - APPROVER DUA	3	ENG - 1114	SGD 141.00 USD 282.00	14 Nov 2025 11:27:41 WIB	APPROVER4 - Approver 4	
Manage Template Own Account	ANJAR ASMORO HERYANTO 703057616600	JJUO PYLJNUY 0125111400007964	CIMB Niaga 7031619E1302	SGD 141.00 -	14 Nov 2025 11:13:34 WIB	Rejected	-
Transfer within CIMB Niaga Other CIMB Niaga	ANJAR ASMORO HERYANTO 703057616600	ADXXARDSATY 0725111400000013	CIMB Niaga 703169717640	USD 141.00 14 Nov 2025	14 Nov 2025 11:20:46 WIB	Rejected	-
Stop Payment Own Account	ANJAR ASMORO HERYANTO 703057616600	TAHRIR 00251114000469580	CIMB Niaga 703177640540	USD 141.00 01 Dec 2025	14 Nov 2025 11:19:46 WIB	Rejected	-

Failed - 2 item(s)

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status	Reason
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By	
IPT25111400001005	APPROVER2 - APPROVER DUA	2	ENG - 1114	IDR 372,000,000.00	14 Nov 2025 11:27:41 WIB	APPROVER4 - Approver 4	
Transfer to Other Banks RTGS	ANJAR ASMORO HERYANTO 703057616600	RTGS NIH 0125111400000017	BANK DANAMON INDONESIA 7632135711	IDR 200,000,000.00 14 Nov 2025	14 Nov 2025 11:21:57 WIB	Successful	800007 - Transaction has been updated by another user
Bulk Payment (Multi Source)	IFL25111400000024	00 - MS - 09.csv 0025111400000018	-	IDR 172,000,000.00 14 Nov 2025	14 Nov 2025 11:23:28 WIB	Authorised	800007 - Transaction has been updated by another user

Print Done

Sistem akan menampilkan Halaman **Acknowledgement**
System will show the *Acknowledgement page*

Proxy Task Inquiry Flow **By Approver**

Approval via Listing Page

Approval via Detail Page

Rejection via Listing Page

Rejection via Detail Page



1 Kunjungi Website OCTO Biz di:
www.octobiz.co.id

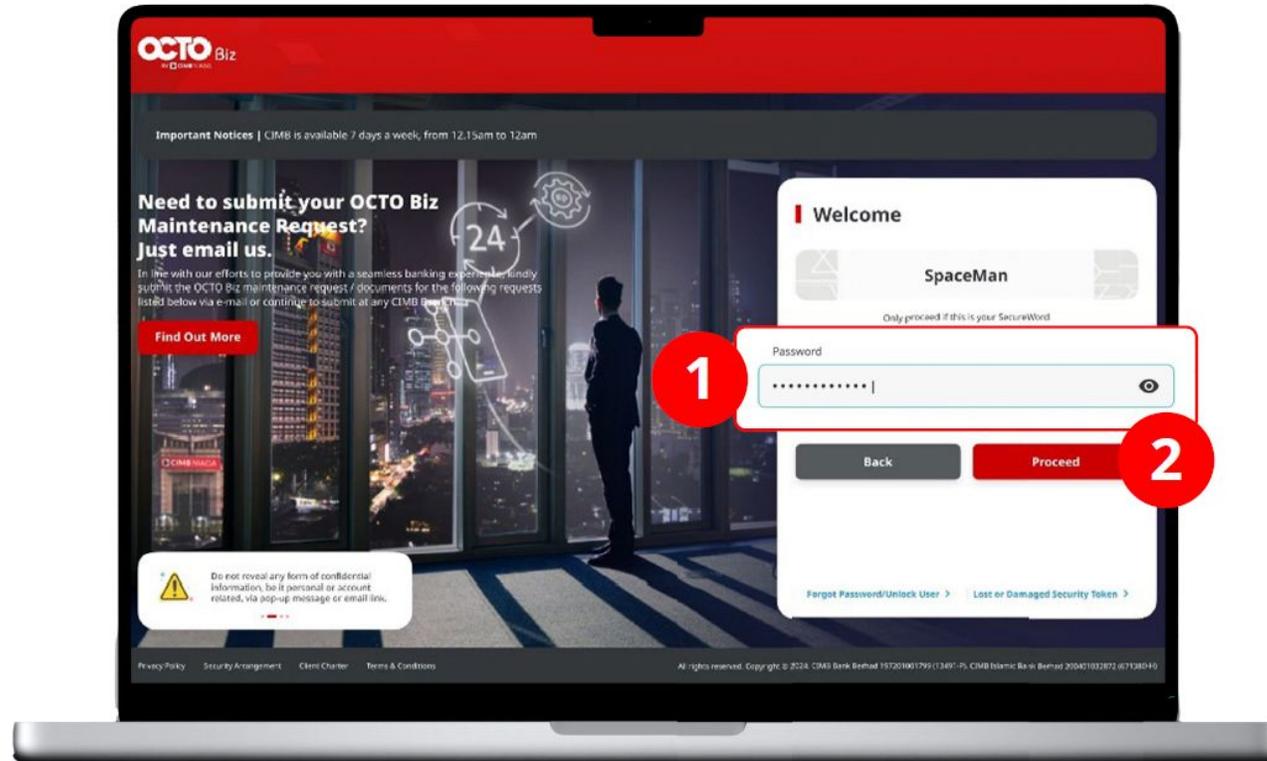
Visit OCTO Biz:
www.octobiz.co.id

2 Masuk dengan menggunakan
User & Company ID

Login using User & Company ID

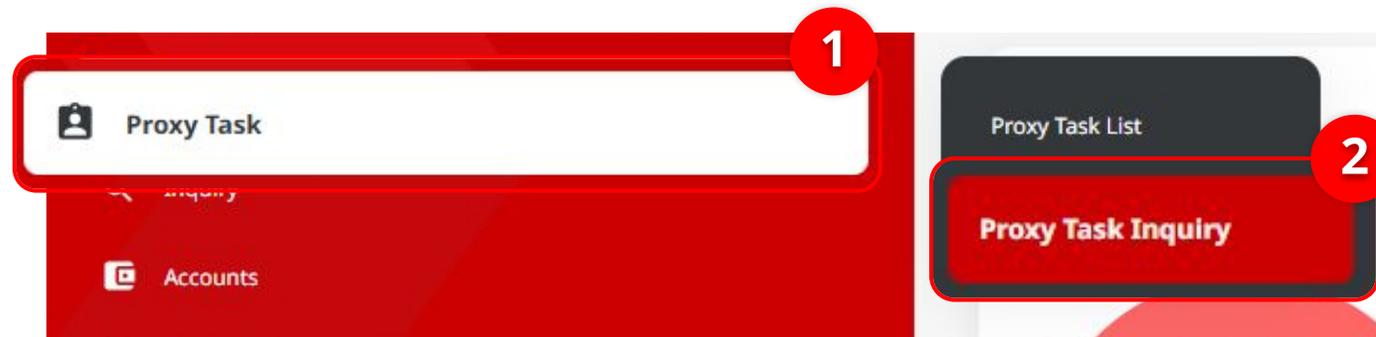
3 Klik **Next**

Click Next



1 Isi **Password**
input Password

2 Klik **Proceed**
Click Proceed



- 1 Arahkan pada menu disamping, **klik Proxy Task**

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

- 2 Pilih **Proxy Task Inquiry**

*Choose **Proxy Task Inquiry***

Proxy Task Inquiry

5 result(s)

Viewing as **Approver**

Proxy **All**

Transaction Group Payment Mode	From Account /File Reference No. Account No.	Beneficiary Name / File Name Reference No.	Beneficiary Bank Account No. / Billing ID	Amount Payment Date	Created Date	Status
Collection Reference No.	Approver	No. of task(s)	Collection Description	Total Amount	Collected On	Collected By
IPT25111100000826	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Z	USD 365.00 IDR 223,242,238.00 SGD 1,342.00	14 Nov 2025 17:43:52 WIB	PROXY3 - Gian Proxy 3
<input type="checkbox"/> IPT251114000001036	GIANAUTHOE3 - Gian Approver 3 Executives	5	Collection Y	SGD 1,234.00 IDR 226,342,265.00 USD 300.00	14 Nov 2025 17:43:23 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001035	GIANAUTHOE3 - Gian Approver 3 Executives	3	Collection X	SGD 1,234.00 IDR 60,006.00 USD 300.00	14 Nov 2025 17:42:22 WIB	PROXY1 - Gian Proxy 1
<input type="checkbox"/> IPT251114000001032	GIANAUTHOE3 - Gian Approver 3 Executives	1	2	IDR 60,006.00	14 Nov 2025 16:18:25 WIB	PROXY2 - Gian Proxy 2
<input type="checkbox"/> IPT251114000001031	GIANAUTHOE3 - Gian Approver 3 Executives	1	1	IDR 60,006.00	14 Nov 2025 16:16:20 WIB	PROXY1 - Gian Proxy 1

Download

Sistem akan menampilkan **halaman Proxy Task Inquiry Listing**

System will show the **Proxy Task Inquiry listing page**

- 1 Pilih **Approver** sebagai **viewing**
Choose Approver as Viewing
- 2 Pilih **All** sebagai **Proxy**
Choose All as Proxy
- 3 Klik **hyperlink** Transaksi
Click Transaction Hyperlink

LANGKAH

05

Proxy Task Inquiry

Menu: Proxy > Proxy Task Inquiry

Summary of Financial Transaction

Reference No.	File Reference No.	Transaction Group	Payment Mode	Created Date	Number of Transactions	Currency	Total Transaction Amount
IBP25111300000004	-	Bill Payment	Bill Payment	13 Nov 2025 16:05:43 WIB	1	IDR	666,666.00
IDB251113000000025	IFL251113000000040	Bill Payment Upload	Bill Payment	11 Nov 2025 16:22:32 WIB	1	IDR	31,333.07
IDB251113000000028	IFL251113000000041	Bulk Payment	SKN	13 Nov 2025 16:07:13 WIB	3	IDR	600,000.00
IDB251113000000026	IFL251113000000042	Bulk Payment (Multi Source)	-	13 Nov 2025 16:03:54 WIB	3	IDR	200,022,061.00
IFL251113000000039	-	International Payment	Foreign Transfer	13 Nov 2025 15:59:39 WIB	2	SGD	14.00
IDB251113000000027	IFL251113000000043	MN Upload	Payment via Billing ID	13 Nov 2025 16:06:02 WIB	3	IDR	3,000,000.00
ITZ251113000000837	-	Modul Penerimaan Negara	Create Tax Billing ID and Payment	13 Nov 2025 15:55:14 WIB	1	IDR	555,555.00
ITP251113000000203	-	Modul Penerimaan Negara	Payment via Billing ID	13 Nov 2025 15:55:53 WIB	1	IDR	1,000,001.00
IDB251113000000030	IFL251113000000045	Multi Debit	Invoice Direct Debit	13 Nov 2025 16:19:23 WIB	3	IDR	60,000,001.00
IDB251113000000029	IFL251113000000046	Payroll	Other CIMB Niaga	13 Nov 2025 16:09:52 WIB	2	IDR	300,004.00
ITD251113000000216	-	Time Deposit Placement	Time Deposit Placement	13 Nov 2025 16:11:05 WIB	1	IDR	21,000,000.00
IBI251113000423036	-	Transfer to Other Banks	BEFAST	13 Nov 2025 15:51:33 WIB	1	IDR	111,223.00
IDO251113000015623	-	Transfer to Other Banks	Domestic Online	13 Nov 2025 16:12:41 WIB	1	IDR	2,222.00
IFL251113000000037	-	Transfer to Other Banks	SKN	13 Nov 2025 15:51:09 WIB	2	IDR	2,000,003.00
IFP251113000000017	-	Transfer to Other Banks	RISFC	11 Nov 2025 15:51:23 WIB	1	IDR	300,000,000.00
IIA251113000000014	-	Transfer within CIMB Niaga	Own Account	13 Nov 2025 15:49:31 WIB	1	IDR	111,113.00
ITZ251113000000016	-	Transfer within CIMB Niaga	Other CIMB Niaga	13 Nov 2025 15:50:38 WIB	1	USD	22.00
Total by Currency					27	IDR	489,402,125.07
					2	SGD	14.00
					1	USD	22.00

Collected Grand Total by Currency

2	SGD	14.00
29	IDR	489,535,581.07
1	USD	22.00

Remark

Remark

Enter

Maximum 100 characters.

Back Download Reject



Sistem akan menampilkan halaman **Detail**

System will show the **Detail** page

1 Klik **Reject**

Click **Reject**

2 Klik **Yes**

Click **Yes**

The screenshot displays the 'Proxy Task Inquiry > Acknowledgement' page in the OCTOBIZ system. At the top, a green banner indicates 'Transaction(s) rejected'. Below this, a table lists various transactions, all of which are marked as 'Rejected'. The table columns include Transaction Group, From Account/File Reference No., Beneficiary Name/File Name, Beneficiary Bank, Amount, Created Date, Status, and Reason. The 'Status' column for all entries is 'Rejected'.

Transaction Group	From Account/File Reference No.	Beneficiary Name/File Name	Beneficiary Bank	Amount	Created Date	Status	Reason
Collection Reference No.	Approver	No. of Banks	Collection Description	Total Amount	Collected On	Collected By	
IPT2511000000023	IZZALYTHO - AUTHO NO DEPT EXECUTIVE	19	P2278316-70360	IDR 616,833,966.00 USD 200,007.00	11 Nov 2025 09:25:29 WIB	NAMEERDYOVS - MAKER MD SYA ADMIN	
Bulk Payment SNK	IFL201107000000314		BulkPayment SNK Ind. Gov	-	IDR 600,000.00 12 Nov 2025	Rejected	-
Bill Payment Bill Payment	YEYEN SURDHME	CBM	Internet / Cable TV	IDR 10,000.00	11 Nov 2025	Rejected	-
Transfer within CIMB Niaga Other Bank Stage	YEYEN SURDHME	TERLAU MAND	CIMB Niaga	IDR 121,000.00	07 Nov 2025	Rejected	-
Transfer within CIMB Niaga Over Payment	ANGUN TOLAK	YEYEN SURDHME	CIMB Niaga	IDR 10,000.00	07 Nov 2025	Rejected	-
Transfer to Other Banks RTGS	YEYEN SURDHME	Isuudin RTGS	BANK MANDIRI	IDR 200,000,001.00	07 Nov 2025	Rejected	-
Transfer to Other Banks Domestic Online	YEYEN SURDHME	NAMA DESTINATION	Bank Muamalat Indonesia	IDR 2,222.00	11 Nov 2025	Rejected	-
Stop Payment Over Payment	IFL20110700000023	multiSource FB.ctr	-	IDR 200,022,001.00	07 Nov 2025	Rejected	-
Manage Template Foreign Transfer	TEST GANTI NAMA CLICKS	Isuudin Remittance	JPMORGAN CHASE BANK, N.A.	USD 2.00	07 Nov 2025	Rejected	-
Modul Perizinan Negara Cukai Tax Billing ID and Payment	YEYEN SURDHME	NOTARIS NATUNA	-	IDR 100,000.00	10 Jan 2025	Rejected	-
Payroll SNK	IFL200908000000050	SNK - 3900-04 Gov	-	IDR 600,000.00	08 Sep 2025	Rejected	-
Transfer to Other Banks SNK	YEYEN SURDHME	-	-	IDR 2,000,003.00	10 Nov 2025	Rejected	-
Bulk Payment (Multi Source) -	IFL210908000000041	won@reStake@BeneTyp Gov	-	IDR 200,111,000.00	08 Oct 2025	Rejected	-
Modul Perizinan Negara Payment via Billing ID	YEYEN SURDHME	-	-	IDR 2,000,003.00	07 Nov 2025	Rejected	-
Transfer to Other Banks BI-FAST	JJOY PONT	CUS-ONM-202007761	PT BANK SHINHAN INDONESIA	IDR 111,111.00	04 Oct 2025	Rejected	-
Time Deposit Placement Time Deposit Placement	YEYEN SURDHME	Time Deposit	-	IDR 10,110,110.00	27 Aug 2025	Rejected	-
Multi Bank Bilateral Online Sdkb	IFL200220000000021	IZZI MAHAR DAKAR, CA. Gov	-	IDR 10,000.00	22 Sep 2025	Rejected	-
International Payment Foreign Transfer	YEYEN SURDHME	-	-	USD 200,000.00	04 Oct 2025	Rejected	-
Bill Payment Upload Bill Payment	IFL210808000000000	TwoBFL Gov	-	IDR 40,511.00	08 Oct 2025	Rejected	-
MPN Upload Payment via Billing ID	IFL200220000000014	TP1 - KKR Gov	-	IDR 2,000,003.00	22 Sep 2025	Rejected	-

Sistem akan menampilkan Halaman **Acknowledgement**
System will show the **Acknowledgement page**

Proxy Task Inquiry Flow

Approval via QR Code Scanning

No Active Session on Mobile App

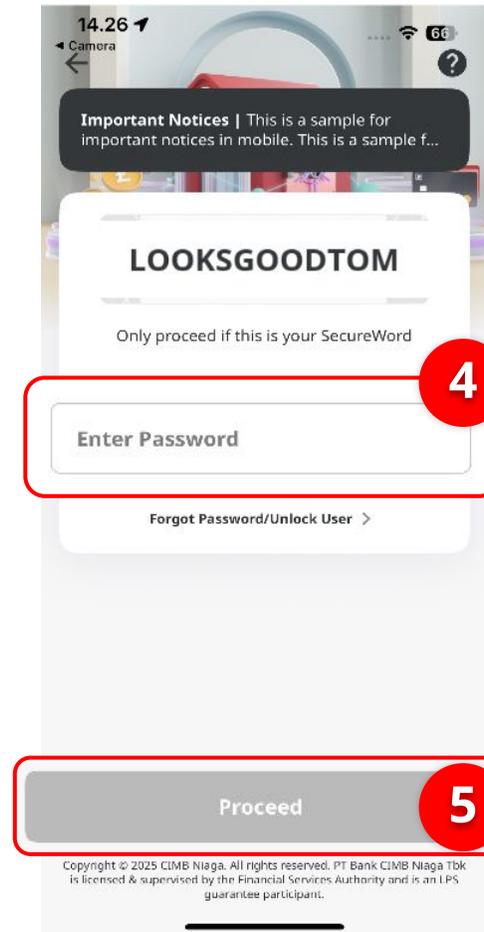
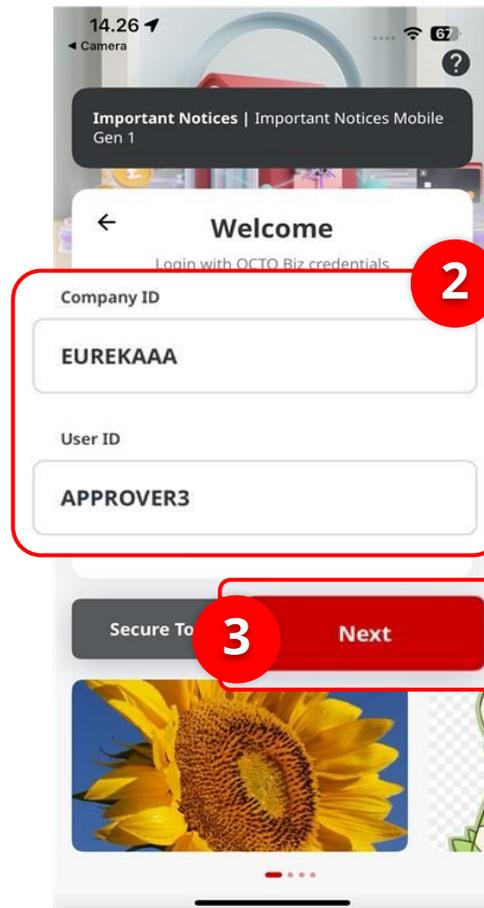
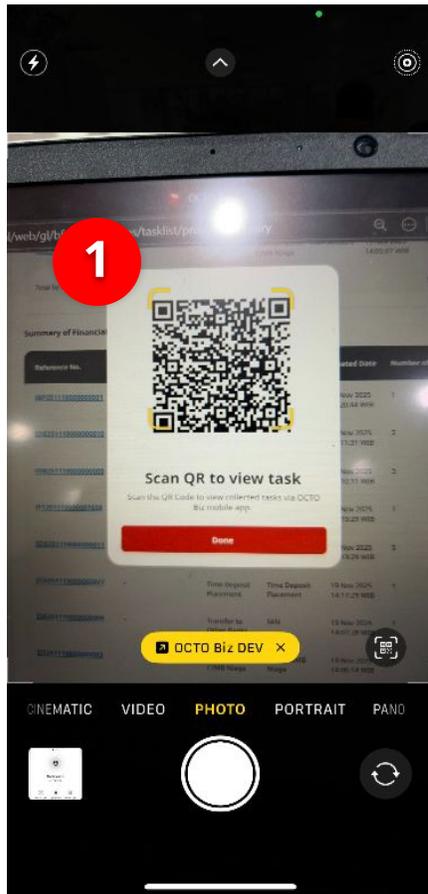
Have Active Session on Mobile App

App is tied to another User ID

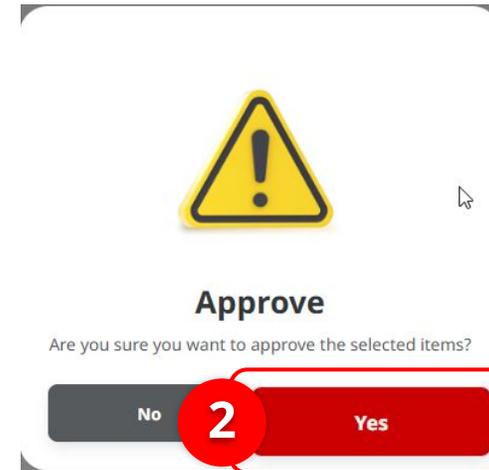
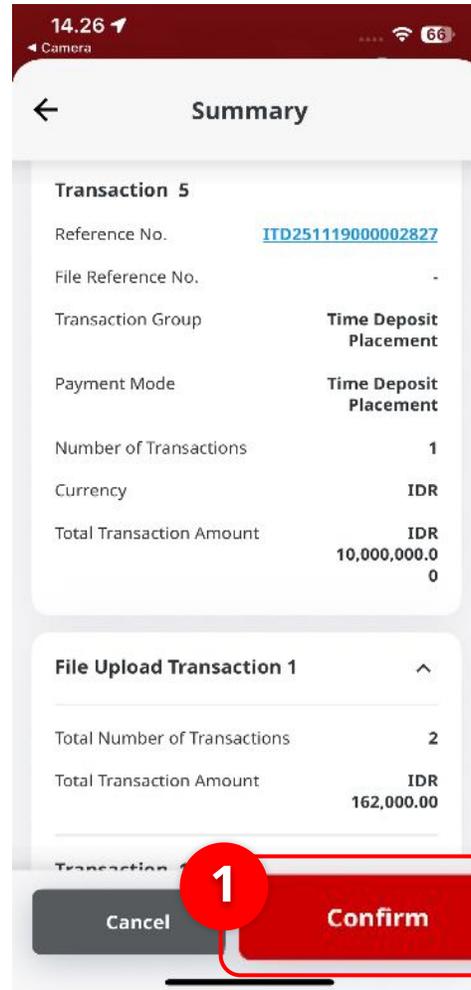
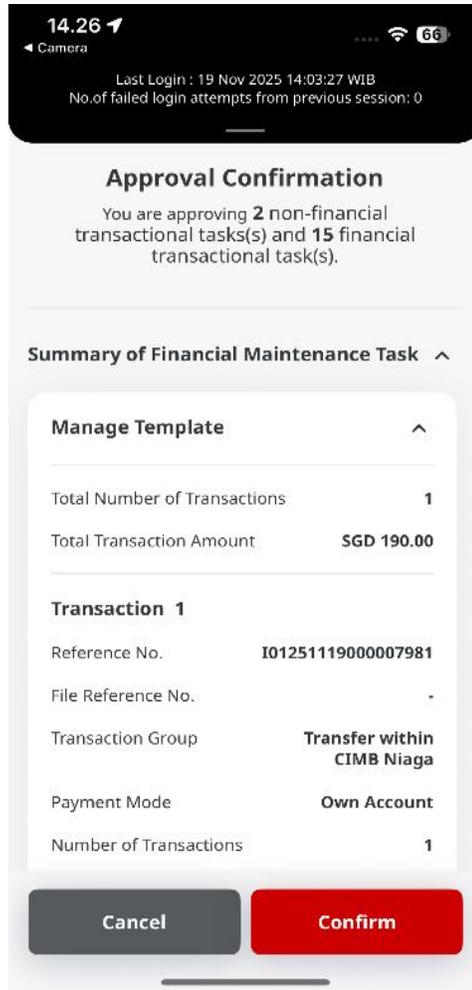
Expired Transaction

Not Bound to Token

Has not Download OCTO Biz App



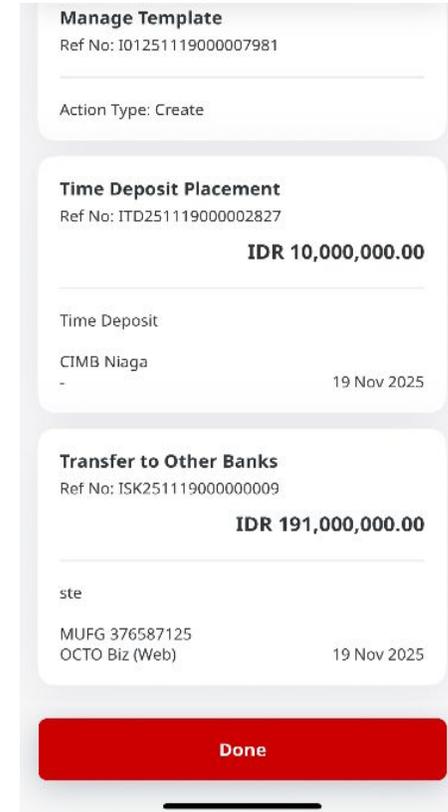
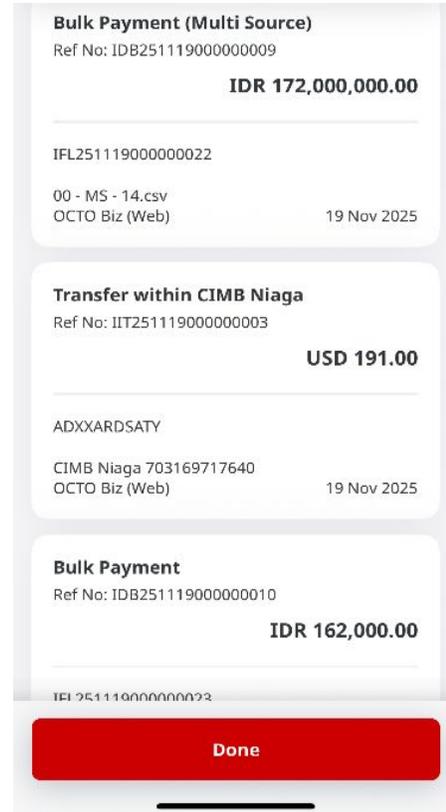
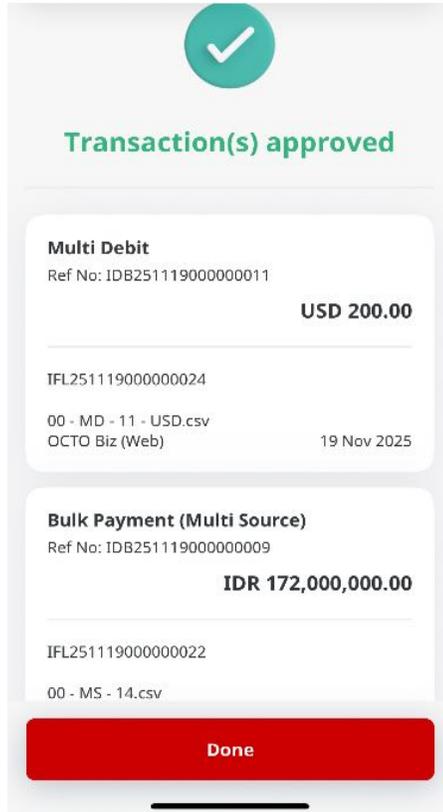
- 1 **Scan QR Code** menggunakan aplikasi kamera
Scan QR Code using Camera app
- 2 Sistem akan mengarahkan ke halaman **login aplikasi**. Input **Company & User ID**
System will show the app login page. Input User & Company ID
- 3 Klik **Next**
Click Next
- 4 Isi **Password**
input Password
- 5 Klik **Proceed**
Click Proceed



Sistem akan menampilkan halaman Detail, **periksa seluruh data**

*System will show the details page, **check all data***

- 1** Klik **Confirm**
Click Confirm
- 2** Klik **Yes**
Click Yes



Sistem akan menampilkan Halaman **Acknowledgement**
System will show the Acknowledgement page

Proxy Task Inquiry Flow

Approval via QR Code Scanning

No Active Session on Mobile App

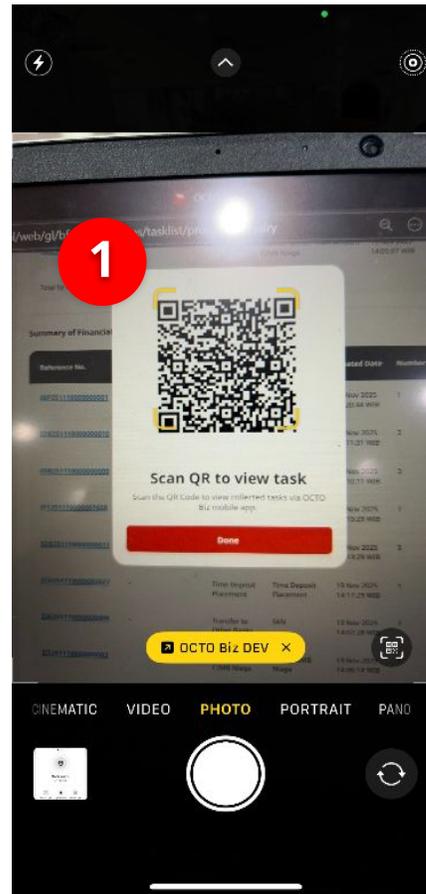
Have Active Session on Mobile App

App is tied to another User ID

Expired Transaction

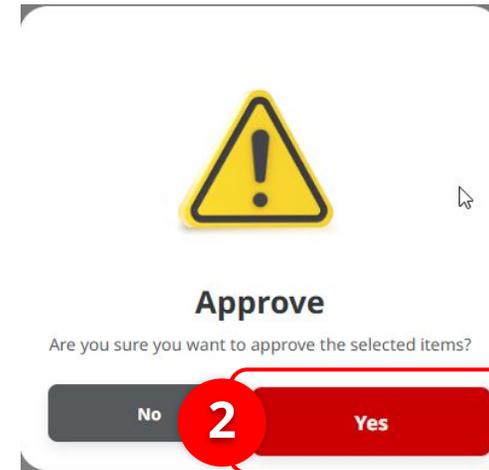
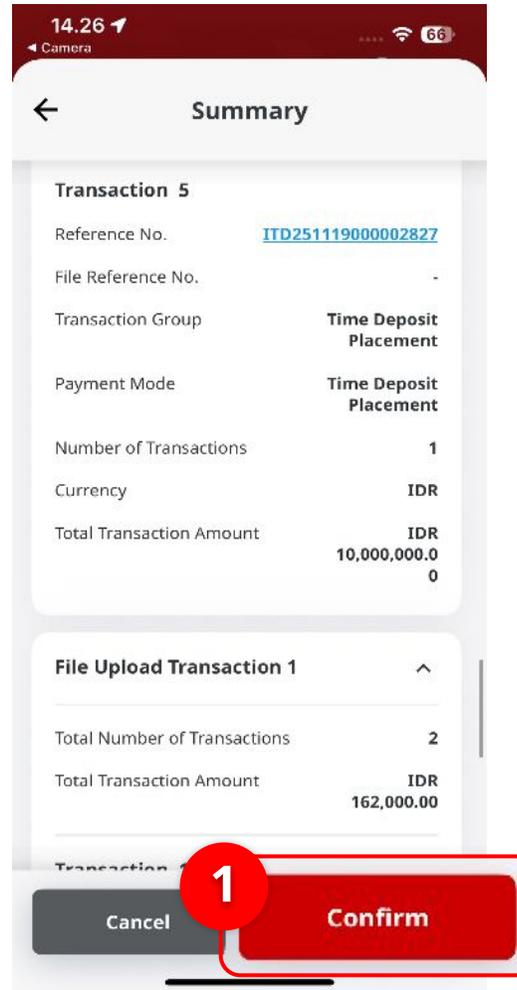
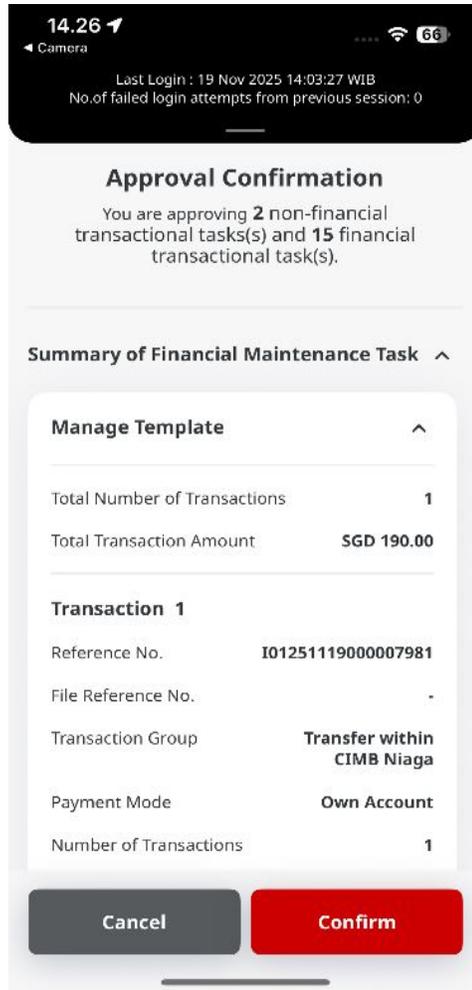
Not Bound to Token

Has not Download OCTO Biz App



- 1 **Scan QR Code** menggunakan aplikasi kamera

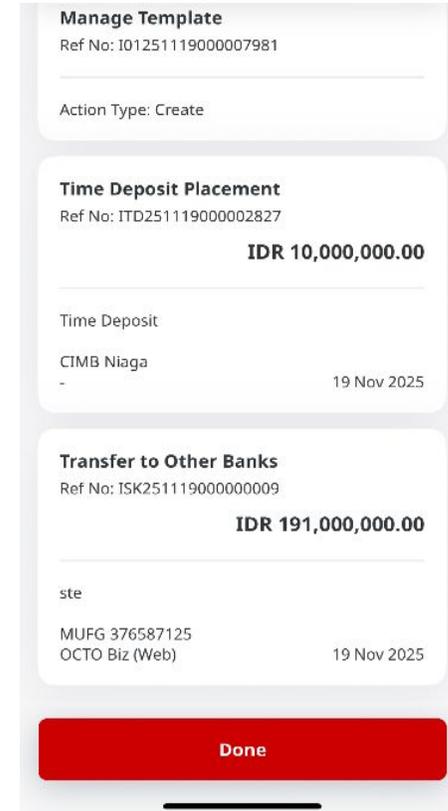
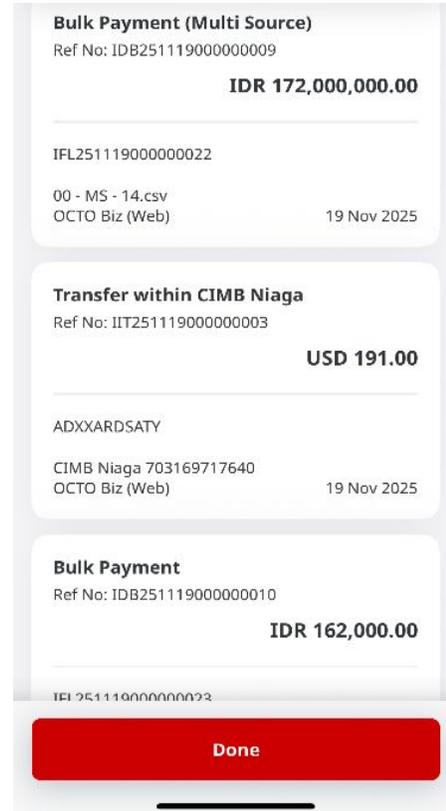
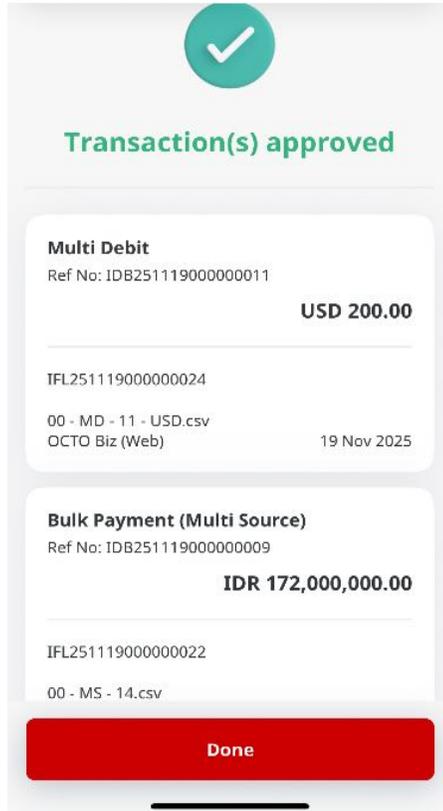
Scan QR Code using Camera app



Sistem akan otomatis menampilkan halaman Detail, **periksa seluruh data**

System will automatically show the details page, **check all data**

- 1 Klik **Confirm**
Click **Confirm**
- 2 Klik **Yes**
Click **Yes**



Sistem akan menampilkan Halaman **Acknowledgement**
System will show the Acknowledgement page

Proxy Task Inquiry Flow

Approval via QR Code Scanning

No Active Session on Mobile App

Have Active Session on Mobile App

App is tied to another User ID

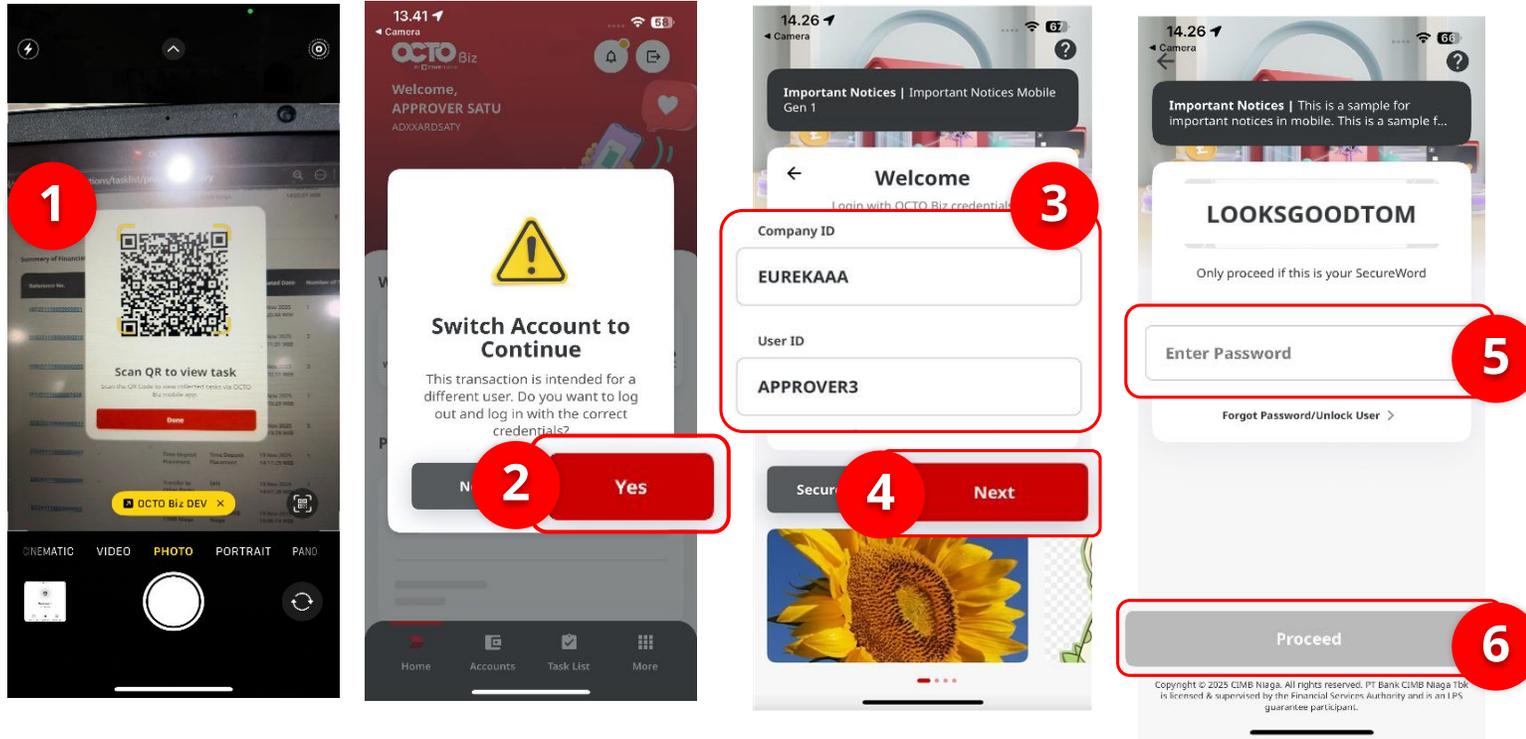
Expired Transaction

Not Bound to Token

Has not Download OCTO Biz App

LANGKAH

01



1 **Scan QR Code** menggunakan **aplikasi kamera**

Scan QR Code using Camera app

2 Sistem akan mengarahkan ke **halaman Dashboard**, **klik Yes**

System will show the app Dashboard. click Yes

3 Sistem akan mengarahkan ke **halaman login aplikasi**. Input **Company & User ID**

System will show the app login page. Input User & Company ID

4 **Klik Next**

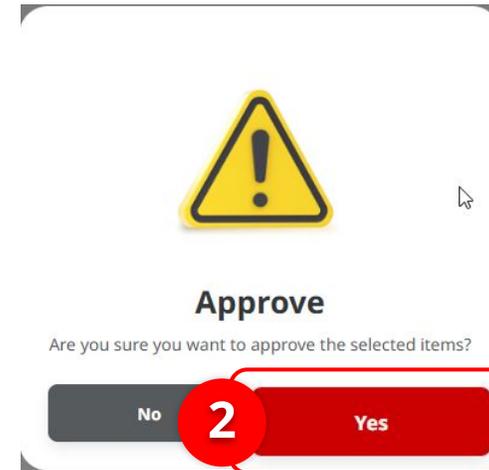
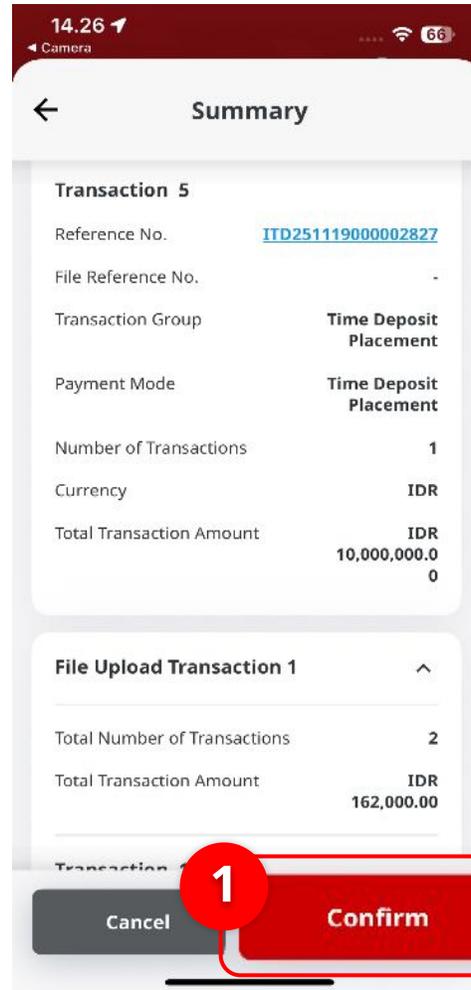
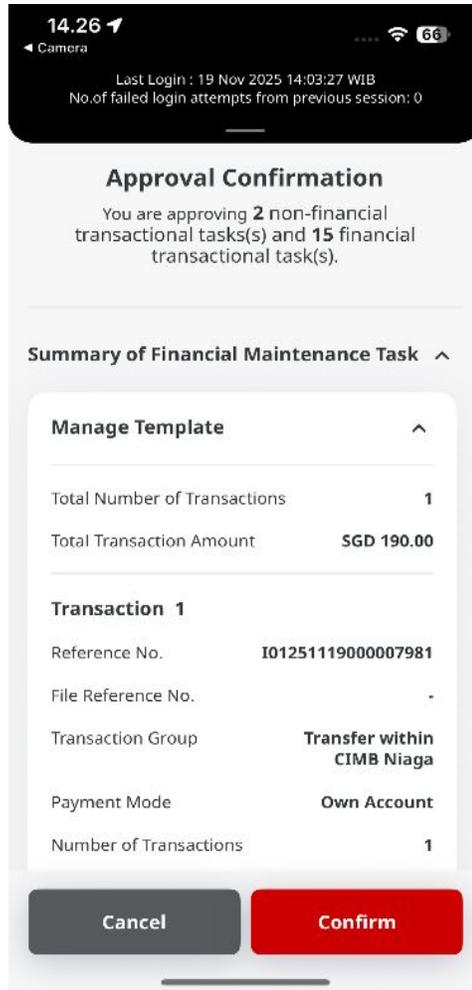
Click Next

5 Isi **Password**

input Password

6 **Klik Proceed**

Click Proceed

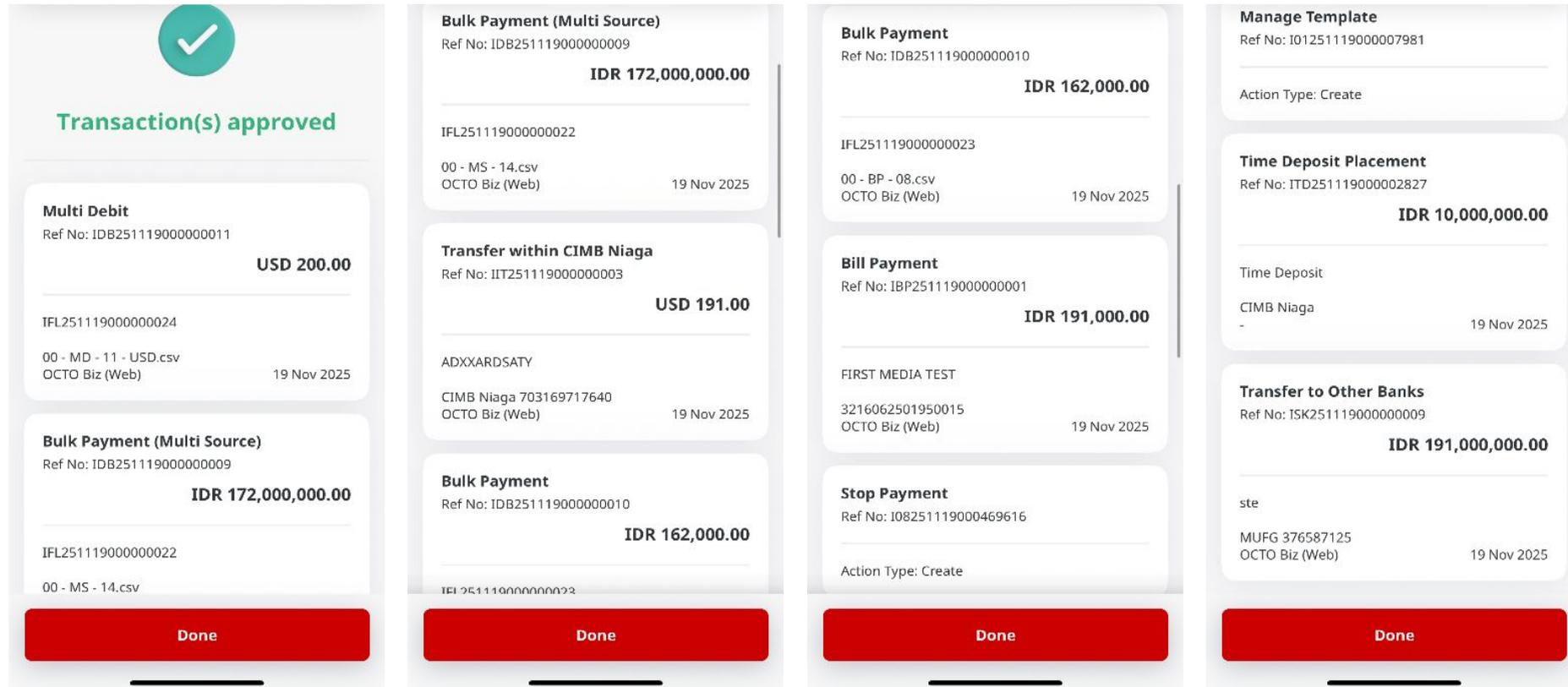


Sistem akan menampilkan halaman Detail, **periksa seluruh data**

*System will show the details page, **check all data***

1 Klik **Confirm**
Click Confirm

2 Klik **Yes**
Click Yes



Sistem akan menampilkan Halaman **Acknowledgement**
System will show the Acknowledgement page

Proxy Task Inquiry Flow

Approval via QR Code Scanning

No Active Session on Mobile App

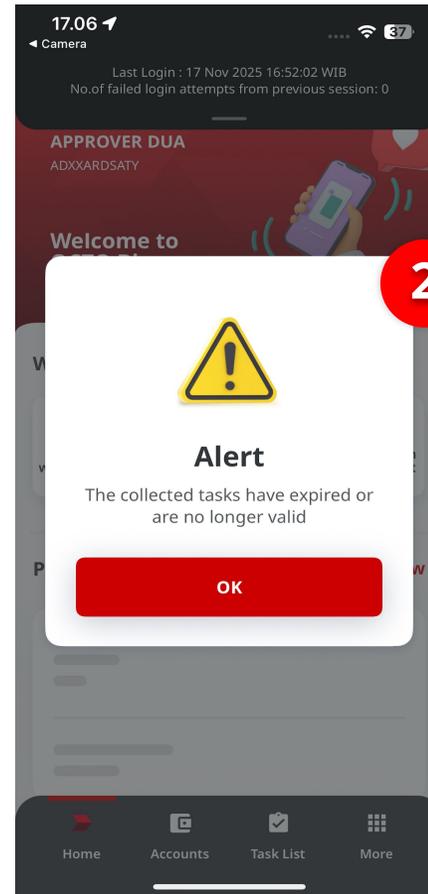
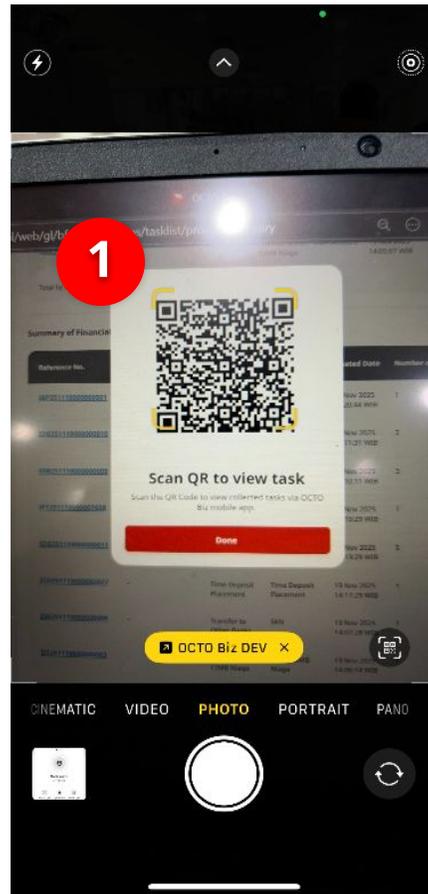
Have Active Session on Mobile App

App is tied to another User ID

Expired Transaction

Not Bound to Token

Has not Download OCTO Biz App



- 1 **Scan QR Code** menggunakan aplikasi kamera

Scan QR Code using Camera app

- 2 Sistem akan mengarahkan ke **halaman dashboard** dengan **No Longer Task Alert box**

System will show the Dashboard page with No Longer Task Alert box

Proxy Task Inquiry Flow

Approval via QR Code Scanning

No Active Session on Mobile App

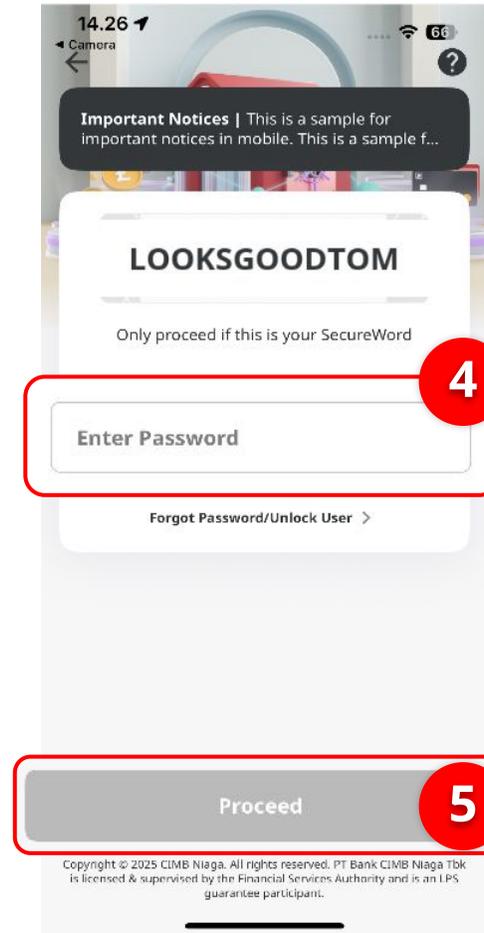
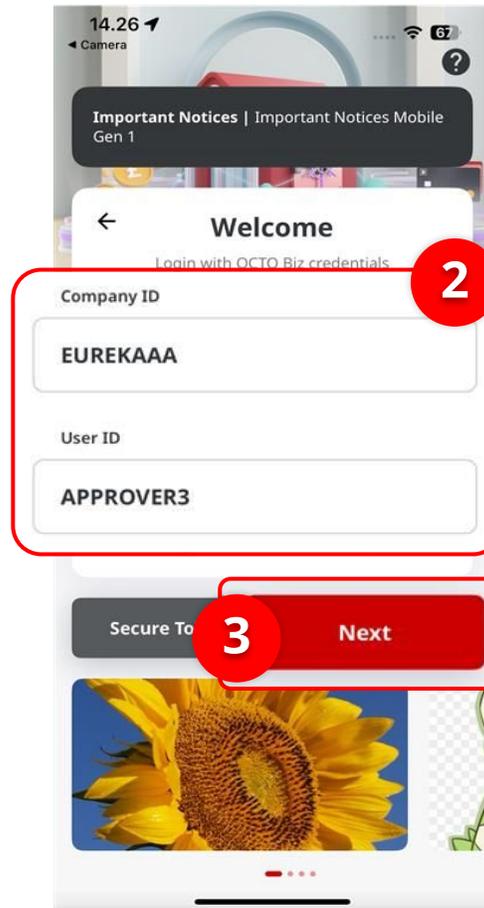
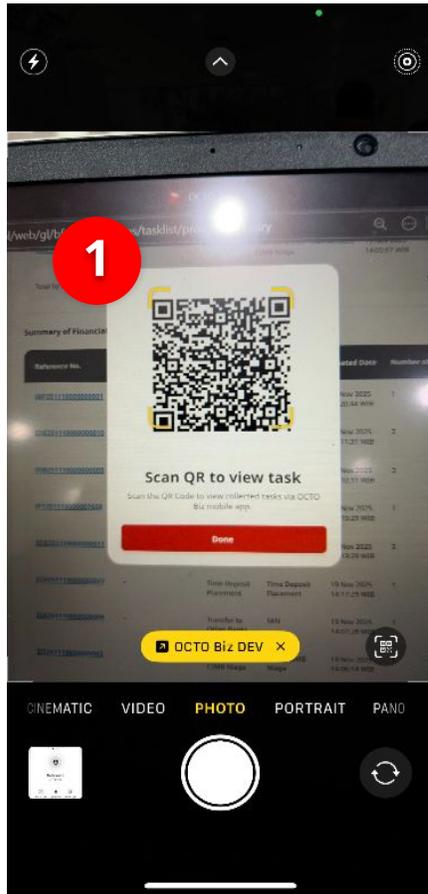
Have Active Session on Mobile App

App is tied to another User ID

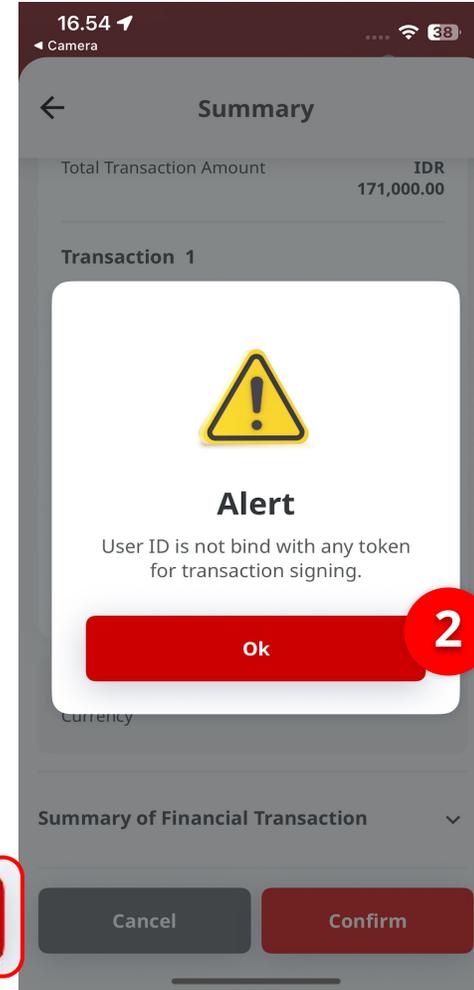
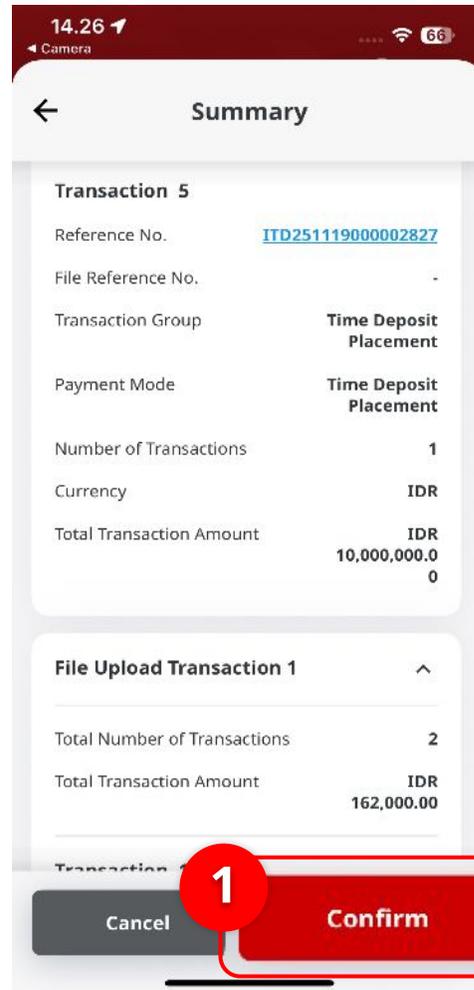
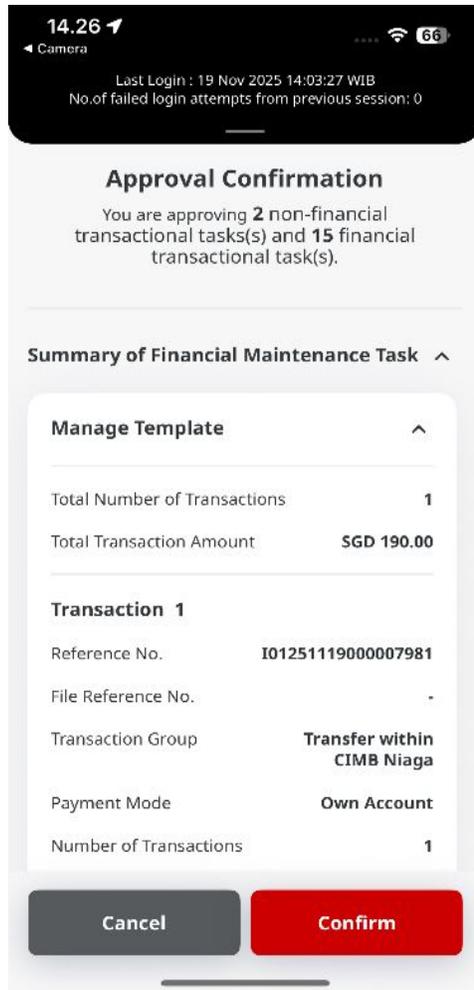
Expired Transaction

Not Bound to Token

Has not Download OCTO Biz App



- 1 **Scan QR Code** menggunakan aplikasi kamera
Scan QR Code using Camera app
- 2 Sistem akan mengarahkan ke halaman **login aplikasi**. Input **Company & User ID**
System will show the app login page. Input User & Company ID
- 3 Klik **Next**
Click Next
- 4 Isi **Password**
input Password
- 5 Klik **Proceed**
Click Proceed



Sistem akan menampilkan halaman Detail, **periksa seluruh data**

*System will show the details page, **check all data***

- 1** Klik **Confirm**
Click Confirm
- 2** Sistem menampilkan **alert**, klik **OK**
System will show the Alert, click OK

Proxy Task Inquiry Flow

Approval via QR Code Scanning

No Active Session on Mobile App

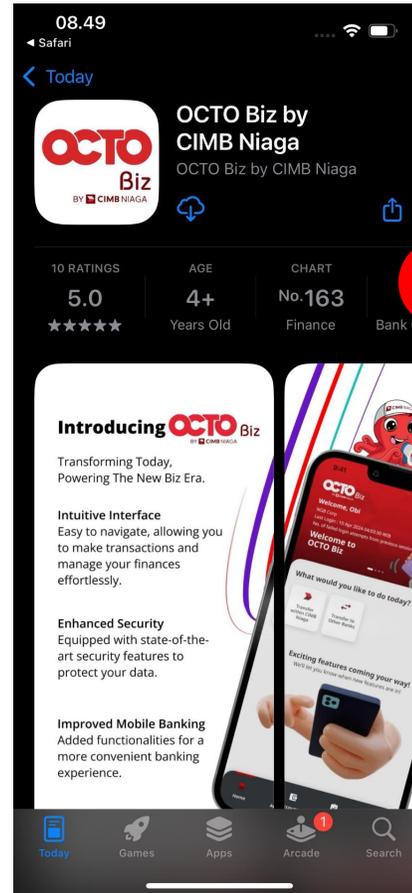
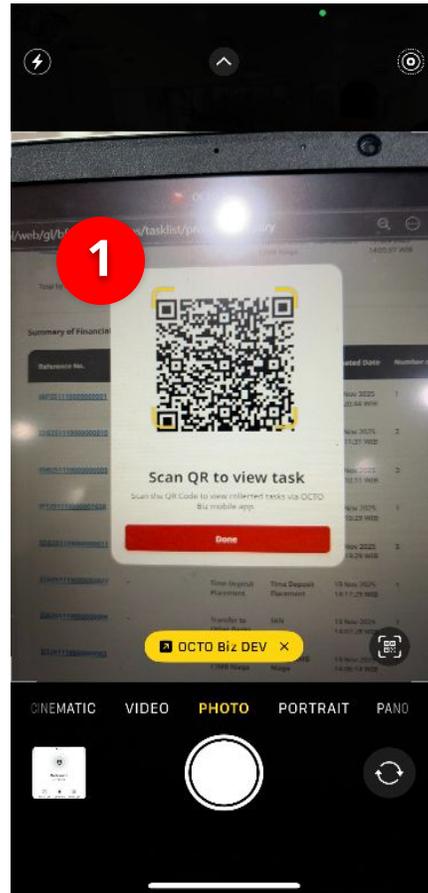
Have Active Session on Mobile App

App is tied to another User ID

Expired Transaction

Not Bound to Token

Has not Download OCTO Biz App



- 1 Scan QR Code menggunakan aplikasi kamera

Scan QR Code using Camera app

- 2 Sistem akan mengarahkan ke **playstore** maupun **appstore** untuk **download aplikasi**

System will navigate to **playstore** or **appstore** page to **download application**



OCTOBIZ

BY  CIMB NIAGA

