

Business FX – Manage/ Add Beneficiary

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- Section 2: Manage Payee
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Section 1: Login Corporate Internet Banking (CIB)

1. Access the Bank's official website at <u>www.icicibank.hk</u>.



2. Mouse-over 'Login' at the right-hand-side menu and click on 'Business'.







3. Enter 'Corporate ID', 'User ID' and 'Password'. Click on 'Proceed' to login to CIB.

l ogin to	PLEASE ENSURE THE FOLLOWING BEFORE LOGGING IN:
Corporate Internet Banking Hong Kong	 We have changed our menus and navigation to serve you better. Please con our branch or customer care for queries/support.
CorporateID.UserID	The URL address on the address bar of your internet browser begins with
Use CorporateID.UserID	https://cib.icicibank.co.hk
Password	Do not enter login or other sensitive information in any pop up windows
Use Virtual Keyboard	You have verified the security certificate by clicking on the padlock icon of you
PROCEED	internet browser. <u>View all Security terms</u>
	ICICI Bank Limited (Incorporated in India, the liability of its members is limited
- Forgot your sign on password? Click to Generate Password	
	https://cib.icicibank.co.hk has been verified by Entrust. The communication of your private information from any address beginning with "https" is encrypted and secured

4. After login into CIB, Home screen will be shown, as below:

Номе	DASHBOARD USER2 USER2 Last Login : 20-01-2021 16:50:03	PENDING 53 O PEN ON ME 53	DING O
HOME ACCOUNTS BUSINESSFX FIL TRANSFERS FIL TREASURY PROFILE TREASURY	USER2 USER2 Last Login : 20-01-2021 16:50:03	BALANCES AND CLEARING STATUS As on 20-01-2021 16:51:55 LEDGER BALANCE USD 4,148.33 CR AVAILABLE BALANCE USD 4,148.33 CR RESERVED FOR CHEQUES USD 0.00 UNCLEAR BALANCE USD 0.00	Interes



Section 2: Manage Payee

1. After logging in to CIB, click on 'Business FX' at the left-hand-side menu.



2. Click on 'Manage Payees' at the left-hand-side menu.





3. After clicking on 'Filter' you can click on 'Search', where the list of beneficiary will be shown, you can check the registration status of the beneficiary.

<i>f</i> ici	CI Bank							
номе		DASHBOARD > BUSINESSFX > MAN						
ACCOUNTS		Use this option to add, delete a payee.				FILTER	X Download As	
BURNESSFX						MANDAT	ORY FIELDS	
TRANSFERS		▲ [TXNM0007] [8504] No records fetched	BENE TYPE v	BENE NICK NAME	Status			
mone							_	
						SEARCH		

4. List of beneficiaries can be downloaded from 'Download As' option

en e	DASHEDARD > BUSINESSFX > MANAGE PAYEES		FILTER	X Download As Select -
REALENY	▲ ["XNM0007][8504] No records fetched	ADD BENEFICIARY		Selec A PDF TXT PDF XLS V



Section 3: Add Beneficiary for Business FX

1. Click on 'Add Beneficiary' at the centre of the page (highlighted in blue).

	Bank									ሳ
номе	DASHBOARD > BU	SINESSFX > MANA	GE PAYEES							
	Use this option to add,	delete a payee.							X Download As	
BUSINESSFX								FILTER	Select -	
TRANSFERS				ADD		ARY dd Bene				
FML	Beneficiary ID	Beneficiary Short Name	Beneficiary Name	Beneficiary Type	Account Number	Beneficiary Currency	Country of Remittance	Registration Status		
	2606	н	н	ICICI India Bank Account	12345	INR	INDIA	Approval Pending by the Bank	Actions ~	
PROFILE										
 TRADE										

2. Beneficiary can be added through the following 4 different modules.

Modules:	Description:
Other beneficiary account with ICICI Bank, HK	Add beneficiary who is holding account with ICICI Bank, Hong Kong.
INR transfers to ICICI Bank India	Add beneficiary who is holding INR account with ICICI Bank, India.
INR transfers to Non-ICICI Bank in India	Add beneficiary who is holding INR account in India, but not ICICI Bank, India.
Any other account	Add beneficiary in various currencies across the globe.



3. All the 4 modules are available in dropdown as shown in below screens:

	CIBank			
		DASHBOARD > ADD COUNTERPARTY		
HOME		Use this option to register new beneficiaries.		×
ACCOUNTS		1. Details		~
BLENESSFX				
TRANSFERS				
*			1	MANDATORY FIELDS
TREASURY		BENEFICIARY TYPE An Account with ICICI Bank in India	For wire transfers in Indian Rupee(INR)	
PROFILE		INDIA	ICICI BANK LIMITED	
.atl		BENEFICIARY NAME	BENEFICIARY NICK NAME	
		BENEFICIARY ADDRESS	BENEFICIARY CITY	
		BENEFICIARY STATE	BENEFICIARY ZIP CODE	
		BENEFICIARY PHONE NUMBER	BENEFICIARY EMAIL ID	
		BENEFICIARY COUNTRY INDIA	REMITTANCE CURRENCY	
		ACCOUNT NUMBER	RE-ENTER ACCOUNT NUMBER	
		•		
			ADD BENEFICIARY	

Ficici Bank	
A HOLE	Use this option to register new beneficiaries.
	1. Details ×
Distance Start	
ED TRANSFERS	
•	I MADATORY FIELDS
194 BI	BENEFICANY TYPE An Account with ICICI Sank in India For wire transfers in Indian Ruppee(INR)
	An Account with Any Other Bank in Ania ICICI BANK LIMITED
all	An Account with ICICI Bank in India BENEFICIARY NICK NAME
TRAJE	Uther LICICI HIN BAIN ROCOUNT V BEINEFICIARY AUDRESS BENEFICIARY CITY
	BENEFICIARY STATE BENEFICIARY ZIP CODE
	BENEFICIARY PHONE NUMBER BENEFICIARY EMAIL ID
	BREFSCARY COUNTRY REINITANCE CURRENCY INDIA INR
	ACCOUNT NUMBER RE-ENTER ACCOUNT NUMBER
	ADD BENEFICIARY
	2. Review

We will now take you through the beneficiary addition steps for all modules.



Section 3.1: Other ICICI Bank HK Account

1. After clicking on 'Add Beneficiary', choose 'Other ICICI HK Bank Account' from dropdown.

Øicici Bank		
		MANDATORY FIELDS
	BENEFICIARY TYPE Other ICICI HK Bank Account	For transfers in source ourrencies
	An Account with Any Other Bank An Account with Any Other Bank in India	ICICI BANK HK PLC
₿. 	An Account with ICICI Bank in India Other ICICI HK Bank Account BENEFICIARY ADDRESS Out	
	BENEFICIARY STATE	BENEFICIARY ZIP CODE
PROFILE	BENEFICIARY PHONE NUMBER BENEFICIARY COUNTRY	BENEFICIARY EMAIL ID REMITANCE CURRENCY
INCE	HK	
	ACCOUNT NUMBER	RE-ENTER ACCOUNT NUMBER
		ADD BENEFICIARY



2. After that, enter the required information of beneficiary bank details, and then click on 'Add Beneficiary'. Fields highlighted with red are mandatory fields.

	Bank	
номе		MANDATORY FIELDS
ACCOUNTS	BENEFICIARY TYPE	Enr transfers in source ourrenoises
BUSINESSFX	Other ICICI HK Bank Account	-
€ ₹ }	нк	ICICI BANK HK PLC
TRANSFERS	BENEFICIARY NAME	BENEFICIARY NICK NAME
8	John K	John
FML	BENEFICIARY ADDRESS	BENEFICIARY CITY
_	XYZ	Hong Kong
TREASURY	BENEFICIARY STATE	
	Hong Kong	BENEFICIARY ZIP CODE
PROFILE		
	BENEFICIARY PHONE NUMBER	BENEFICIARY EMAIL ID
TRADE	BENEFICIARY COUNTRY	REMITTANCE CURRENCY
	НК	REMITTANCE CURRENCY -
	ACCOUNT NUMBER	RE-ENTER ACCOUNT NUMBER
		ADD BENEFICIARY

1. You will receive OTP on your registered mobile number. Enter the OTP and click on 'Confirm'.

Øicici Bank		
<u></u>	Beneficiary Account Number :	
ACCOUNTS	Beneficiary Name :	
autorectory.	Beneficiary Nok Name : Beneficiary Address : XYZ	
THANGTERS	Ску : нк	
None .	StateProvince : HK Country : Hong Kong	
	Currency : HKD	
	Zip/Pestal Code : Phone Number :	
	Email Address :	
	Beneficiary Bank Name : ICICI BANK Beneficiary Bank Country : Hong Kong	
	One Time Password	
	You will receive OTP within one minute, please wait.	
	CONFIRM	



2. In case of single user workflow i.e. (single user company), customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

ficici Bank				
<u>^</u>	1. Details ✓ Å			
_	2. Review ✓ ^			
ACCOUNTS	3. Result ^			
BLOMESOFX				
10AMPERS				
•	[100327] Counterparty Details added successfully with the id as 1665			
PHOPLE	Beneficiary Account Number : Base Main			
	Beneficiary Name : Del Dicker College			
	Beneficiary Nick Name :			
	Bank Name : ICICI BANK			
	Pending Status			
	Pending Status			
	• Pint			
	ADD NEW PAYEE			
	JOUR DUR			

3. In case of maker-checker workflow i.e. (multiple user company), customer will get a confirmation message 'Counterparty addition waiting for corporate user approval' along with the list of approvers who can approve this record of registration of beneficiary (as shown below).

	CI Bank								
Номе		3. Result						^	
ACCOUNTS									
BUSNESSFX			[103364] Counterpa Beneficiary Account Number	rty addition	n waiting for corporate user appro	val. Reference ID is 1695.			
TRANSFERS PROFILE			Beneficiary Name Beneficiary Nick Name	: XYZ					
			Bank Name	: ICICI	BANK				
			Pending Status	0	Pending Approval APPROVER				
					🖶 Print				
			ADD NEW PAYEE			DONE]		

4. For registering this beneficiary, approver has to log in to CIB and navigate to Home section



and approve 'Pending on me' records using dropdown mentioned in Action. Customer can select multiple records for approval just by checking tick box against it. Once approved, customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

<i>f</i> ici	CI Ban	k										Ċ
		DASHB	OARD > BUS	INESSFX > PENDING ON M	IE.							
ACCOUNTS		P	AYMENTS (8) /	PAYEE ADDITION (11)							×	
		My A	BENEFICIARIES(11)	BULK PAYEES(0)						FILT	ER	
PROFILE			Counterparty ID	Party Type	Request Type	Requested By	Requested Date	Name	Nickname	Status		
			2418	An Account with Any Other Bank	Addition	BFX1	13-02-2019	Test	Test602	Pending For My Approval	Actions	
			2417	An Account with Any Other Bank	Addition	BFX1	12-02-2019	Test	Test601	Pending For My Approval	Approve Reject	
			2414	An Account with Any Other Bank	Addition	BFX1	11-02-2019	NameName NameNa me	NickNameNickNam e	Pending For My Approval	Actions	
			2413	An Account with Any Other Bank	Addition	BFX1	11-02-2019	NameNameName Na me Name Name jn asks	sanknbasknaskns aknasknasknaskn askn	Pending For My Approval	Actions	
			2400	An Account with Any Other Bank	Addition	BFX1	24-01-2019	te	tsWAE	Pending For My Approval	Actions	
			2397	An Account with Any Other Bank	Addition	BFX1	24-01-2019	TestTestTestTes tTestTestTestTe	TestTestTestTes tTestTestTestTe	Pending For My Approval	Actions	

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	2. Raview 🖌	-
HIME	3. Rosult	
ACCOUNTS		
INCOMESSION.	[100365] The counterparty is approved successfully.	
•E•	Beneficiary Account Number 466	
mona	Beneficiary Norme : Test Beneficiary Nick Name : Test602 Hank Name :	
	Pending litetus Pending litetus Request Status : Payee Created 13-02-2019 08.44.49	
	DONE	



Section 3.2: An Account with ICICI Bank in India

1. After clicking on 'Add Beneficiary', choose 'An account with ICICI Bank in India'.

After that, enter the required information of beneficiary bank details, and then click on 'Add Beneficiary'. Fields highlighted with red are mandatory fields.

	CI Bank			
HOME		DASHBOARD > ADD COUNTERPARTY		
		Use this option to register new beneficiaries.		×
		1. Details		~
€Ð				
PROFILE			MANDATORY FIELD	DS
		BENEFICIARY TYPE An Account with ICICI Bank in India	For wire transfers in Indian Rupee(INR)	
		INDIA	ICICI BANK LIMITED	
		BENEFICIARY NAME	BENEFICIARY NICK NAME	
		BENERIGIARY ADDRESS Mumbai	BENEFICIARY CITY Mumbai	
		BENEFICIARY STATE Maharashtra	BENEFICIARY ZIP CODE	
		BENEFICIARY PHONE NUMBER	BENEFICIARY EMAIL ID	
		INDIA	INR	
			RE-ENTER ACCOUNT NUMBER	
			ADD BENEFICIARY	



2. You will receive OTP on your registered mobile number. Enter the OTP and click on 'Confirm'.

ficici Bank		
A	< Back to Details	
2	AN ACCOUNT WITH ICICI BANK IN INDIA	
ACCOUNTS	Beneficiary Account Number	
BURNESSYX	Beneficiary Name : Ended State of Control of	
CD TRANSFERS	Beneficiary Nok Name :	
Porte -	Beneficary Address : Mumbai	
	City : Mumbai	
	StateProvince : Maharashtra	
	Country : INDIA	
	Currency : Indian Rupee	
	Zip/Postal Code : data	
	Phone Number :	
	Email Address : manufacture constructions	
	Beneficiary Bank Name : ICICI BANK LIMITED	
	Beneficiary Bank Country : INDIA	
	One Time Password	
	Enter One Time Password	
	You will receive OTP within one minule, please wait.	
	CONFIRM	
Picici Bank		
<u>.</u>		
	Beneficiary Account Number (
ACCOUNTS	Beneficiary Name : Martin Random and an annual and an annual annual annual annual annual annual annual annual a	
autometionx	Beneficiary Not Name :	
	Beneficary Address : Mumbai	
0	City : Mumbai	
PROPILE	State/Province : Maharashtra	
	Country : INDIA	
	Currenoy : Indian Rupee	
	Zp/Postal Code :	
	Phone Number :	
	Beneficiary same wante : IULU BANK LIMITED	
	warning wan dollary . mun	
	One Time Password	
	You will receive OTP within one minute, please wait.	
	CONFIRM	



3. In case of single user workflow i.e. (single user company), customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

	1	Details 🗸	Â
OME	2	Review 🗸	^
OUNTS	3	Result	^
.	-		
¢		[100327] Counterparty Details added successfully with the id as 1684	
OFILE		Beneficiary Account Number :	
		Beneficiary Name : Englished	
		Beneficiary Nick Name : mmm	
		Bank Name : ICICI BANK LIMITED	
		Perding Status O	
		Pending Status	
		e Print	
		ADD NEW PAYEE DONE	



4. In case of maker-checker workflow i.e. (multiple user company), customer will get a confirmation message 'Counterparty addition waiting for corporate user approval' along with list of approvers who can approve this record of registration of beneficiary (as shown below).

	CI Bank		
номе		3. Result	^
BUSINESSFX		[103364] Counterparty addition waiting for corporate user approval. Reference ID is 1696.	
		Beneficiary Account Number : XYZ	
PROFILE		Beneficiary Nick Name : XYZ	
		Bank Name : ICICI BANK LIMITED	
		Pending Approval APPROVER Pending Status	
		USER 3	
		ADD NEW PAYEE DONE	

5. For registering this beneficiary, approver has to log in to CIB and navigate to Home section and approve pending on me records using dropdown mentioned in Action. Customer can select multiple records for approval just by checking tick box against it. Once approved, customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

	DASHEGARD >	BUSINESSEX > PENDING ON	ME						
***	PAYMENTS (8) / PAYEE ADDITION (11)	7						я
**	DENEFICIAR	RES(11) BULK PAYEE 5(0)							_
	My Approval L	ist						- FILT	ER
	Counterr	Party Type	Request Type	Requested By	Requested Date	Name	Nickname	Status	
	2418	An Account with Any Other Bank	Addition	BFX1	13-02-2019	Test	Test602	Pending For My Approval	Actions
	2417	An Account with Any Other Bank	Addition	BFX1	12-02-2019	Test	Test601	Pending For My Approval	Approve Reject
	-	An Account with Any Other Rack	Addition	BEX1	11-02-2019	NameName NameNa	NickNameNickNam	Pendina For My Approval	View Histo Actions



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	2. Roviow 🗸	^
HOME		^
ACCOUNTS		
	NAMED The counterparts is approved assessfully	
	Deneficiary Account Number : 466	
O	Beneficiary Name : Test	
	Beneficiary Nick Name : Test602	
	Bank Name 1	
	Pending Status	
	Request Status :	
	= 13-02-2019 08.44.49	
	DONE	



Section 3.3: An Account with Any Other Bank in India

1. After clicking on 'Add Beneficiary', choose 'An Account with Any Other Bank in India'

HOME		
		MANDATORY FIELDS
BJSNESS7X	BENEFICIARY TYPE An Account with Any Other Bank in India	For wire transfers in Indian Rupee(INR)
TRANSFERS	IFSC IFSC	Q Look Up OR SUBMIT
Monte	BENEFICIARY BANK COUNTRY BENEFICIARY BANK COUNTRY BENEFICIARY BANK CITY	BENEFICIARY BANK NAME BENEFICIARY BANK NAME BENEFICIARY BANK BRANCH
	BENEFICIARY BANK CITY BENEFICIARY NAME	BENEFICIARY BANK BRANCH BENEFICIARY NICK NAME
	BENEFICIARY ADDRESS	BENEFICIARY CITY
	BENEFICIARY STATE	BENEFICIARY ZIP CODE
	BENEFICIARY PHONE NUMBER	DICHONOKOWSSIUSEN LINE
	BENEFICIARY COUNTRY	REMITTANCE CURRENCY
	INDIA	INR
	ACCOUNT NUMBER	
		RE-ENTER ACCOUNT NUMBER
		ADD BENEFICIARY

- 2. Click on 'Look Up' to find out bank through:
 - IFSC Code
 - Bank Name
 - City
 - Country
 - Branch



EDEFINITY FELDS EDEFINITY FELDS EDEFINITY FELDS An Account with Any Other Bank in India For wire transfers in Indian Rupee(NR) For wire transfers in Indian Rupee(NR)	
EINERNOUNY TYPE An Account with Any Other Bank in India For wire transfers in Indian Rupee(INR) For wire transfers in Indian Rupee(INR) Fic	
BUNEFICAT BUNEFICAT BUNEFICAT	
Ø ICICI Bank	
EINER ACARY TYNE An Account with Any Other Bank in India For wire transfers in Indian Rupee(INR)	
BINE FIGURE 11/19 An Account with Any Other Bank in India For wire transfers in Indian Rupee(NR) #10 #10 X	
Converse Converse	
BINIFICATION An Account with Any Other Bank in India For wire transfers in Indian Rupee(INR) Image: Control of the	
BINEFICATION Province transfers in Indian Ruppeq/NR) Indecents with Any Other Bank in India For wire transfers in Indian Ruppeq/NR) If ISC If ISC If ISC If ISC BENEFICIATION BENEFICIATION BENEFICIATION BENEFICIATION <	
BINEFICATION For virie transfers in Indian Ruppeq/NRI A Account with Any Other Bank In India For virie transfers in Indian Ruppeq/NRI VEC IF ISO IF ISO IF IND BANK INDIA BINEFICATION BINEFICATION BINEFICATION BINEFICATION <td< th=""><th></th></td<>	
INSUFICANT THE An Account with Any Other Bank In India For wire transfers in Indian Ruppe(INF) INSUE TO A Control of the	
BINITIONEY TYRE An Account with Adry Other Bank in India For wire transfers in Indian Ruppee(NR) IFIND BANK DAY IFIND BANK IN Adry IFIND BANK IN Adry IFIND BANK IFIND BANK NAME CITY IFIND BANK INAME CITY IFIND BANK NAME IFIND BANK INAME IFIND BANK NAME IFIND BANK NAME IFIND BANK INAME IFIND BANK NAME IFIND BANK NAME IFIND BANK INAME IFIND BANK NAME IFIND BANK NAME IFIND BANK INAME IFIND BANK NAME IFIND BANK NAME IFIND BANK INAME IFIND BANK NAME IFIND BANK NAME IFIND BANK INAME IFIND BANK NAME IFIND BANK NAME IFIND BANK INAME IFIND BANK NA	
BINITIONET THE A Account WH APY Other Bank in India For wine transfers in Indian Ruppee(NR) INCENT IFIC IFIC IFIC IFIC IFIC IFIC IFIC	
BINEFICANT THE In Account With Aby Childre Bank in India IF ISC IF ISC <th></th>	



3. Click on the respective button, and then click on 'Select'

	CIBank									
номе						T.				
	BENERCLARY TINE An Account #SC IFSC	ih Anv Other Bank in India	For wire trans	fers in Indian F	Rupee(INR)			×		
PROFILE	BENEFICIA BENEFICIA BENEFICIA BENEFICIA BENEFICIA BENEFICIA	FIND BANK BY Please enter either IPSC code, Benefic #SC code Vococoss COUNTRY	iary Bank Name, Beneficiary BANK NAME BRANCH	Bank City, Ber	neficiary Bank	Country or Branch				
	BENEFICIA BENEFICIA BENEFICIA ROLA ACCOUNT	LIST OF BANK NAMES NETWORK TYPE - other Bank India Account Bank Name ABHYUDARA COOPERATVE BANK LIMITED	BRANCH	CITY	COUNTRY	IFSC CODE ABHY0065001	SELECT			
		ABHYUDAYA COOPERATIVE BANK LIMITED	BAIL BAZAR	NUMBAI	INDIA	ABHY0065003	SELECT			
	2. Review						Secon		~	

- 4. After that, the following 5 fields will be automatically filled. You just need to enter and confirm the Beneficiary Account Number and then click on 'Add Beneficiary'.
- i. Beneficiary Bank IFSC Code
- ii. Beneficiary Bank Name
- iii. Beneficiary Bank Branch
- iv. Beneficiary Bank City
- v. Beneficiary Bank Country



ficici Bank		
		MANDATORY FIELDS
0	BENEFICIARY TYPE An Account with Any Other Bank in India	For wire transfers in Indian Rupee(INR)
Пинатена	IFSC IFSC	Q. Look Up OR SUBMIT
Porte	BENEFICIARY BANK COUNTRY	BENEFICIARY BANK NAME
	BENEFICIARY BANK CITY BENEFICIARY BANK CITY	BEINEFICIARY BANK BRANCH BEINEFICIARY BANK BRANCH
	BENEFICIARY NAME	BENEFICIARY NICK NAME
	BENEFICIARY ADDRESS	BENEFICIARY CITY
	BENEFICIARY STATE	BENEFICIARY ZIP CODE
	BENEFICIARY PHONE NUMBER	
	BENEFICIARY COUNTRY INDIA	REMITTANCE CURRENCY INR
	ACCOUNT NUMBER	RE-ENTER ACCOUNT NUMBER
		ADD BENEFICIARY

5. You will receive OTP on your registered mobile number. Enter the OTP and click on 'Confirm'.

ficici Bank		
A	Beneficiary Name	
	Beneficiary Nick Name	
	Benefiicary Address	: Parel
0	City	: Mumbai
Budawedda'x	State/Province	: Maharashtra
TRANSFERS	Country	: INDIA
	Currency	: Indian Rupee
	Zip/Postal Code	
	Phone Number	
	Email Address	
	IFSC Code	:
	Beneficiary Bank Name	: KLIMITED
	Beneficiary Bank Branch	: PAREL
	Beneficiary Bank City	: GREATERBOMBAY
	Beneficiary Bank Country	: INDIA
One Time Password		
You will receive OTP within	n one minute, please wait.	
		CONFIRM



6. In case of single user workflow i.e. (single user company), customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

	CIBank		
<u>^</u>			×
		2. Review 🗸	^
ACCOUNTS		3. Result	^
BUSINESSFX			
٠		[100327] Counterparty Details added successfully with the id as 1686	
PROFILE		Beneficiary Account Number :	
		Beneficiary Name : uno Blaste of	
		Beneficiary Nick Name :	
		Bank Name : KIMITED	
		Pending Status	
		Plending Status	
		A Print	
		ADD NEW PAYEE DONE	

7. In case of maker-checker workflow i.e. (multiple user company), customer will get a confirmation message 'Counterparty addition waiting for corporate user approval' along with list of approvers who can approve this record of registration of beneficiary. (as shown below).

	CI Bank								
Номе		3. Result						^	
			[103364] Counterpa	rty additio	n waiting for corporate u	user approv	val. Reference ID is 1697.		
TRANSFERS			Beneficiary Account Number	: 1234	45678				
			Beneficiary Name	: XYZ					
			Bank Name	: 100	IYUDAYA COOPERAT	BAN	K LIMITED		
			Pending Status	0	9				
			Pending Status		Pending Approval AP	PROVER			
					USER 3				
					e Print				
			ADD NEW PAYEE] [DONE		
		L							



8. For registering this beneficiary, approver has to log in to CIB and navigate to Home section and approve 'Pending on me' records using dropdown mentioned in Action. Customer can select multiple records for approval just by checking tick box against it. Once approved, customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

DASHEGARD >	BUSINESSEX > PENDING ON	WE.						
PAYMENTS (8)	PAYEE ADDITION (11)							×
DENEFICIARIE	S(11) BULK DAVEES(0)						FILT	R
My Approval Lis	t							
Counterpar	ty Party Type	Request Type	Requested By	Requested Date	Name	Nickname	Status	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	An Account with Any Other Bank	Addition	BFX1	13-02-2019	Test	Test602	Pending For My Approval	Actions
2418								
2418	An Account with Any Other Bank	Addition	BFX1	12-02-2019	Test	Testilio 1	Pending For My Approval	Approve Reject

<i>fl</i> ici	CI Bank	
	2. Roviow 🗸	^
HOME	3. Rosult	
ACCOUNTS		
	[100365] The counterparty is approved successfully.	
THANSFERS	Beneficiary Account Number ± 466	
PROFILE	Beneficiary Name : Test	
	Beneficiary Nick Name : Test602	
	Bank Name	
	Pending Status	
	Request Status : Payee Created # 13-02-2019 08.44.49	
	DONE	



Section 3.4: An Account with Any Other Bank

1. After clicking on 'Add Beneficiary', choose "An Account with Any Other Bank'

<i>ficici</i> Bank	
A HOME	
	MANDATORY FIELDS
2	
ACCOUNTS	BENEFICIARY TYPE For wire transfers in varinus rumanies/evrilution Indian Runeal arrows the
0	An Account with Any Other Bank - globe (Including India and HK)
BUSINESSFX	SWIFT CODE
æ	SWIFT CODE Q. Look Up OR SUBMIT
TRANSFERS	Please enter only first 8 digits of the swift code and submit BENEFICIARY BANK NAME
**************************************	BENEFICIARY BANK COUNTRY BENEFICIARY BANK NAME
	BENEPICIARY BANK CITY BENEPICIARY BANK BRANCH
	BENEFICIARY BANK CITY BENEFICIARY BANK BRANCH
	BENEFICIARY NAME BENEFICIARY NICK NAME
	BENEFICIARY ADDRESS BENEFICIARY CITY
	BENEFICIARY STATE BENEFICIARY ZIP CODE
	BENEFICIARY EMAIL ID
	BENEFICIARY PHONE NUMBER
	BENEFICIARY COUNTRY - REMITTANCE CURRENCY -
	INTERMEDIATE BANK DETAILS
	Select
	ACCOUNT NUMBER
	RE-ENTER ACCOUNT NUMBER
	For payments to Europe and Middle east (where mandatory), please enter IBAN
	AUD BENEFICIART

- 2. Click on 'Look Up' to find bank through:
- a. Swift Code
- b. Bank Name
- c. City
- d. Country
- e. Branch



() ICI	CI Bank									
		An Account with	Any Other Bank	 For wire tran globe (Inclu 	nsfers in various ding India and H	currencies(excluc ()	ling Indian Rupe	e) across the		
HOME		SWIFT CODE								
		SWIFT CO				_	_		v .	
		Plana anto as							^	
-		BENEFICIARY BAI								
•		BENEFICIA							1	
BUSINESSITA		BENEFICIARY BAI	FIND BANK BY							
		BENEFICIA	Please enter either Swift Code, Benefi	iciary Bank Name, Beneficia	ary Bank City, Be	neficiary Bank C	ountry or Branch	ı.		
-*-			SWIFT CODE	BANK NAME		СПТҮ				
.		BENEFICIA								
			COUNTRY	BRANCH						
		BENEFIGIA								
		BENEFICIA						FIND BANK		
		BENEFICIA	LIST OF BANK NAMES						1	
			NETWORK TYPE - Other Bank Account							
		BENEFICIA	BANK NAME	BRANCH	CITY	COUNTRY	SWIFT		1	
		INTERMEDIATE B					CODE			
		Select								
		ACCOUNT NUMBE	TELENOR BANKA AD	BEOGRAD	BEOGRAD	SERBIA	AAAARSBG	SELECT		
		For payments to	ALMUZAINI EXCHANGE COMPANY KSC	KUWAIT	KUWAIT	KUWAIT	AAACKWKW	SELECT		
		i denti	CLOSED							
			ASSET ALLOCATION ADVISORS SA	PARIS	PARIS	FRANCE	AAADFRP1	SELECT		

3. Choose the applicable option, and then click on 'Select'

<i>f</i> ici	CIBank	
		I MMDATORY FIELDS
	BENERCLARY An Accou SWIFT CODE SWIFT C	YYE For wire transfers in validous comencies(excluding Indian Rupee) across the globe (including India and Hiv)
CP TRANSPERS	Prasa enter Benerraux BRNEF# BENEF# BENEF# BENEF#	FIND BANK BY Please enter either Swift Code, Beneficiary Bank Name, Beneficiary Bank City, Beneficiary Bank Country or Branch. KGB4B BANK NAME CITY
	BENEFI	COUNTRY BRANCH
	BENEFI	LIST OF BANK NAMES NETWORK TYPE - Other Bank Account
	BENEFIC	BANK NAME BRANCH CITY COUNTRY SWITT CODE
	Select ACCOUNT NUT	HSRC BANK PLC PRIMARY OFFICE LOHDON UNITED KINGSOM HBUKGAHB SELECT
	For payment IBAN	to Europe and Middle east (where mandatory), please enter
		ADD BENEFICIARY

- 4. After that, the following 5 fields will automatically be filled. You just need to select if Intermediary Bank is required to be added, and then enter and confirm the Beneficiary Account Number, then click 'Add Beneficiary'.
- i. Beneficiary Bank Swift Code
- ii. Beneficiary Bank Name



- iii. Beneficiary Bank Branch
- iv. Beneficiary Bank City
- v. Beneficiary Bank Country

ficici Bank		
A		MANDATORY FIELDS
	BENEFICIARY TYPE	
COUNTS	An Account with Any Other Bank	 globe (Including India and HK)
¢.	SWIFT CODE	Q Look Up OR SUBMIT
CP-	- Please enter only first 8 digits of the swift code and submit BENEFICIARY BANK COUNTRY	BENEFICIARY BANK NAME
a	UK	BANK PLC
ne -	BENEFICIARY BANK CITY	BENEFICIARY BANK BRANCH
	LONDON	PRIMARY OFFICE
	BENEFICIARY NAME	BENEFICIARY NICK NAME
	BENEFICIARY ADDRESS	BENEFICIARY CITY
	BENEFICIARY STATE	BENEFICIARY ZIP CODE
	BENEFICIARY PHONE NUMBER	BENEFICIARY EMAIL ID
	BENEFICIARY COUNTRY	- REMITTANCE CURRENCY -
	INTERMEDIATE BANK DETAILS	
	Select	•
	ACCOUNT NUMBER	
		RE-ENTER ACCOUNT NUMBER
	For payments to Europe and Middle east (where mandatory), please enter IBAN	
		ADD BENEFICIARY



5. You will receive OTP on your registered mobile number. Enter the OTP and click on 'Confirm'.

PICICI Bank			
<u>.</u>	C Back to Details	ANY OTHER BANK	
=			
		Beneficiary Account Number	
and the second sec		Beneficiary Name	: XYZ
THE STATE		Beneficiary Nick Name	: Test
A CALL		Beneficary Address	: London
		City	: London
		State/Province	: London
		Country	
		Currency	: 089
		Zip/Postal Code	
		Phone Number	
		Email Address	
		Swift Code	: G848
		Beneficiary Bank Name	BANK PLC
		Beneficiary Bank Branch	: PRIMARY OFFICE
		Beneficiary Bank City	: LONDON
		Benencary Bank Country	: UNITED FINDUM
		Intermediate Dark Name	
		Intermediate Back Country	
		where the event of the	
	One Time Password		
	You will receive OTP within on	e minute, please wait.	
			CONTINU

6. In case of single user workflow i.e. (single user company), customer will get a confirmation message 'Counterparty is approved successfully' (as shown below)

Øicici Bank		
A rose	1. Details 🗸	×
-	2. Review 🗸	^
ACCOUNTS	3. Result	^
BUERNESSFX		
0	[100327] Counterparty Details added successfully with the id as 1686	
PROFILE	Beneficiary Account Number : 000000200	
	Beneficiary Name : Beneficiary Name	
	Beneficiary Nick Name : Beneficiary Nick Name	
	Bank Name :	
	Pending Status	
	Pending Status	
	A Print	
	ADD NEW PAYEE DONE	



7. In case of maker-checker workflow i.e. (multiple user company), customer will get a confirmation message 'Counterparty addition waiting for corporate user approval' along with the list of approvers who can approve this record of registration of beneficiary (as shown below).

Øicici Bank			
номе	3. Result	^	
BUSNESSFX	[103364] Counterparty addition waiting for corporate user approval. Reference ID is 1698.		
TRANSFERS	Beneficiary Account Number : 12345678		
PROFILE	Beneficiary Name : ABC Beneficiary Nick Name : IJK		
	Bank Name		
	Pending Status		
	Pending Status Pending Status USER 3		
	➡ Print		
	ADD NEW PAYEE DONE		

8. For registering this beneficiary, approver has to log in to CIB and navigate to Home section and approve pending on me records using dropdown mentioned in Action. Customer can select multiple records for approval just by checking tick box against it. Once approved, customer will get a confirmation message 'Counterparty is approved successfully' (as shown below).

DASHE	OARD > BUS	INESSEX > PENDING ON M	F						
P	AVMENTS (D) 7	PAYEE ADDITION (11)							×
My A	NENEFICIARIES(11)	BULK PAVEE 5(0)						FILT	ER
	Counterparty	Party Type	Request Type	Requested By	Requested Date	Name	Nickname	Status	
	2418	An Account with Any Other Bank	Addition	BFX1	13-02-2019	Test	Test602	Pending For My Approval	Actions
	2417	An Account with Any Other Bank	Addition	BFX1	12-02-2019	Test	Test601	Pending For My Approval	Approve Reject



^



Section 4: Delete Beneficiary

Customer has the option to delete the existing beneficiary at any point of time. Under Add beneficiary section, customer can select 'Delete Payee' under Action tab dropdown to delete beneficiary.

<i>P</i>ICICI B	Bank									Ċ
	DASHBOARD > BUS	RINESSEX > MANU	GE PAYEES							
	Use this option to add, r	delete a payee.						FILTER	X Dewnload As Select •	
elementer x				^	DD BENEFIC					
*	Beneficiary ID	Beneficiary Short Name	Beneficiary Name	Beneficiary Type	Account Number	Beneficiary Currency	Country of Remittance	Registration Status		
PROFILE	2410	Test042	Test	Other Bank Account	456	EUR	GERMANY	Active - enaited for transfer	Actions A Delate Payee Add account	



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