Oracle FLEXCUBE Direct Banking

Retail Transfer and Payment Global Beneficiary Maintenance User Manual Release 12.0.3.0.0

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Retail Transfer and Payment Global Beneficiary Maintenance User Manual April 2014

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	Beneficiary Mapping

1. Preface

1.1 Intended Audience

This document is intended for the following audience:

- Customers
- Partners

1.2 Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc.

1.3 Access to OFSS Support

https://support.us.oracle.com

1.4 Structure

This manual is organized into the following categories:

Preface gives information on the intended audience. It also describes the overall structure of the User Manual

Transaction Host Integration Matrix provides information on host integration requirements for the transactions covered in the User Manual.

Chapters post Transaction Host Integration Matrix are dedicated to individual transactions and its details, covered in the User Manual

1.5 Related Information Sources

For more information on *Oracle FLEXCUBE Direct Banking Release 12.0.3.0.0*, refer to the following documents:

- Oracle FLEXCUBE Direct Banking Licensing Guide
- Oracle FLEXCUBE Direct Banking Installation Manuals

2. Transaction Host Integration Matrix

Legends

NH	No Host Interface Required.
*	Host Interface to be developed separately.
✓	Pre integrated Host interface available.
×	Pre integrated Host interface not available.

Transaction Name	FLEXCUBE UBS	Third Party Host System
Beneficiary Maintenance	NH	NH
Beneficiary Maintenance - Internal Transfer	NH	NH
Beneficiary Maintenance - Domestic Transfer	NH	NH
Beneficiary Maintenance - International Transfer	NH	NH
Beneficiary Maintenance – SEPA Card Payment	NH	NH
Beneficiary Maintenance – SEPA CREDIT Transfer	NH	NH
Beneficiary Maintenance – UK Payments	NH	NH
Beneficiary Maintenance – Internal Remittances	NH	NH
Global Beneficiary Mapping	NH	NH
Un-map Beneficiary	NH	NH
Map Beneficiary	NH	NH

3. Beneficiary Maintenance

Using this option any business user who has access can maintain the beneficiary.

You can also specify if the *Beneficiary Template* created is available to other users of the same primary customer id by specifying the *Template Access Level* as *Public*. You can create the *Private Template*, which can be accessed only by you.

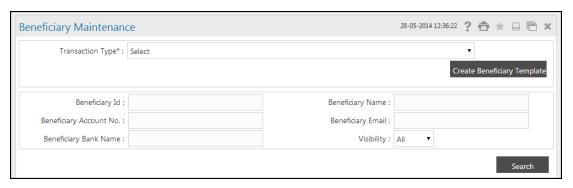
The Search criteria allow searching the Beneficiary Templates created earlier.

3.1 Beneficiary Maintenance

To go to Beneficiary Maintenance screen:

1. Navigate through the menus to *Beneficiary Maintenance*. The system displays the *Beneficiary Maintenance* screen.

Beneficiary Maintenance



Note: You can create new *Beneficiaries Template* for various transaction types, by selecting any *Transaction Type* and clicking the **Create Beneficiary Template** button.

Please refer to the section Beneficiary Maintenance – Internal Transfer and onwards.

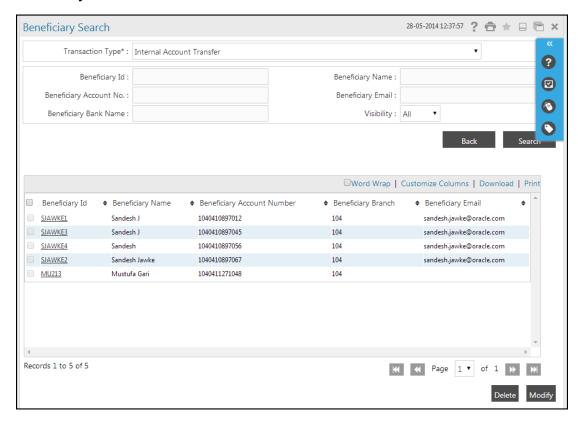
Field Name	Description
Transaction type	[Mandatory, Dropdown]
	Select the <i>Transaction Type</i> from the dropdown list.
Visibility	[Mandatory, dropdown]
	Select the desired <i>Visibility</i> value of the Beneficiary from the dropdown list.
Beneficiary ID	[Optional, Alphanumeric, 10]
	Type the Beneficiary ID

Field Name	Description
Beneficiary Name	[Optional, Alphanumeric, 35] Type the <i>Beneficiary Name</i> . The <i>Beneficiary Name</i> can be <i>English</i> or <i>Chinese</i> . You can enter 35 character in <i>English</i> and 40 characters in <i>Chinese</i> .
Beneficiary Account No	[Optional, Alphanumeric, 35] Type the <i>Beneficiary Account Number</i> .
Beneficiary Email	[Optional, Alphanumeric, 35] Type the <i>Beneficiary Email ID</i>
Beneficiary Bank Name	[Optional, Alphanumeric, 35] Type the <i>Beneficiary Bank Name</i> .
Visibility	[Mandatory, Drop-Down] Select the <i>Beneficiary Access Level</i> from the drop-down list. The options are:
	PublicPrivate

 Click the **Search** button. The system displays the *Beneficiary Maintenance* screen with the *Exiting Templates* that can be viewed, deleted, or modified. OR

Click the **Create Beneficiary Template** to create a new beneficiary template.

Beneficiary Maintenance



- 3. Select **Beneficiary ID** by selecting respective checkbox.
- Click the **Delete** button to delete the selected beneficiary template. The system displays the *Delete Beneficiary – Verify* screen.
 OR

Click the **Modify** button to modify the selected beneficiary template. The system displays the *Modify Beneficiary* screen.

OR

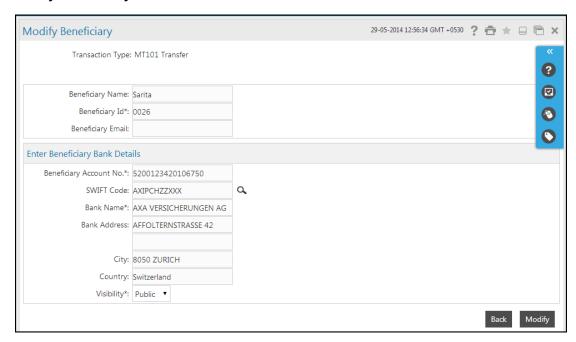
Click the **Beneficiary Id** hyperlink. The system displays the beneficiary details in the *View Beneficiary* screen.

View Beneficiary



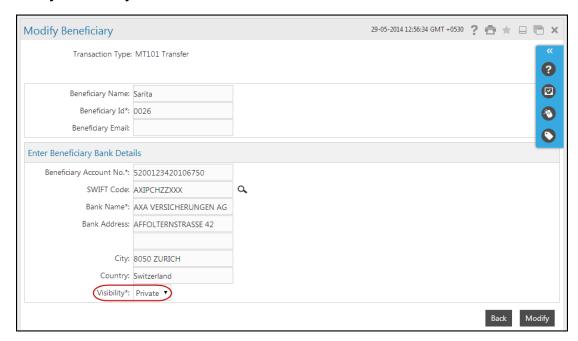
- 5. Click the **Close** button to close this screen.
- 6. Below screen is displayed when **Modify** button is clicked in the *Beneficiary Maintenance* screen.

Modify Beneficiary



7. Make the required changes.

Modify Beneficiary

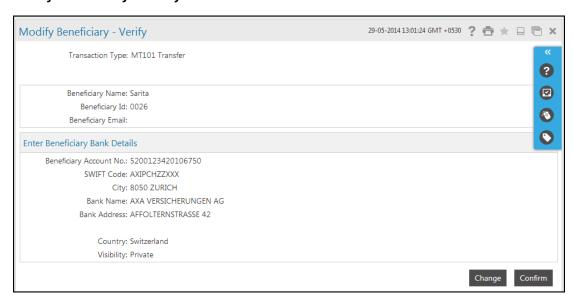


8. Once the required changes are made, click the **Modify** button. The system displays the *Modify Beneficiary – Verify* screen.

OR

Click the **Back** button to navigate to the previous screen.

Modify Beneficiary - Verify



9. Click the **Confirm** button. The system displays the *Modify Beneficiary – Confirm* screen. OR

Click the **Change** button to change the inputs.

Modify Beneficiary - Confirm

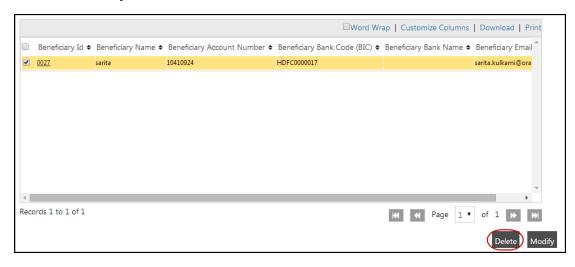


10. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

To Delete Beneficiary:

11. Select the desired beneficiary to be deleted.

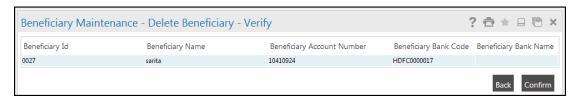
Select Beneficiary



12. Click **Delete**. The following page is displayed.

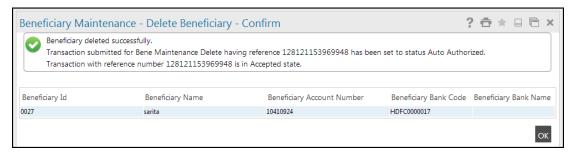
Below screen is displayed when the **Delete** button is clicked in the *Beneficiary Maintenance* screen.

Delete Beneficiary - Verify



Click the Confirm button. The system displays the Delete Beneficiary – Confirm screen.
 OR
 Click the Back button to navigate to the previous screen.

Delete Beneficiary - Confirm



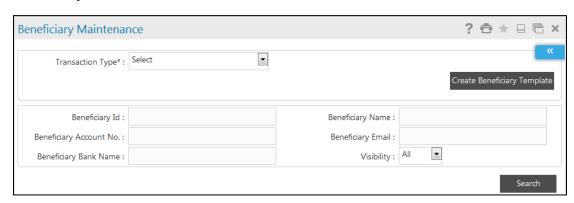
14. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

3.2 Beneficiary Maintenance-Internal Remittances

To Maintain a Beneficiary for-Internal Transfer:

1. Navigate through the menus to *Beneficiary Maintenance*. The system displays the *Beneficiary Maintenance* screen.

Beneficiary Maintenance



Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Mandatory, Drop-Down] Select the desired Transaction Type from the drop-down list, for which template is to be created.
Visibility	[Mandatory, Drop-Down] Select the desired <i>Visibility</i> value, for which template is to be searched, from the drop-down list.
	The options are: • Public
Mapped to User Type	Private [Mandatory, Check Box] Click on the required check box to man the User Type.
	Click on the required check box to map the User Type . Note: These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.

- 2. Select the *Transaction Type* as *Internal Transfers* from the drop-down list.
- 3. Click the **Create Beneficiary Template** button. The system displays the *Beneficiary Maintenance Add Beneficiary* screen.

Beneficiary Maintenance - Add Beneficiary



Field Name	Description
Entity	[Display]
	This field displays the <i>Entity</i> selected.
Transaction Type	[Display]
	This field displays the <i>Type of Transaction</i> .
Mapped to User Type [Display]	
	This field displays the <i>Mapped User Types</i> in the form of selected check boxes.
	Note : These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.
Beneficiary Id	[Mandatory, Alphanumeric, 10]
-	Types the Beneficiary ID.
Beneficiary Name	[Mandatory, Alphanumeric, 25]
	Type the Beneficiary Name.
Beneficiary Bank	[Mandatory, Drop down]
Branch	Select the <i>Beneficiary Branch Name</i> of the account from the drop-down list.
Beneficiary Account	[Mandatory, Numeric, 35]
No	Type the Beneficiary Account Number.
Beneficiary Email	[Optional, Alphanumeric, 255]
	Type the Beneficiary Email Address.
Visibility	[Display]
	This field displays the Visibility.

- 4. Enter the relevant details.
- Click the **Back** button. The system displays the *Beneficiary Maintenance* screen.
 OR

Click the **Add** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Verify* screen.

Add Beneficiary- Verify



6. Click the **Change** button. The system displays the *Beneficiary Maintenance - Add Beneficiary* screen.

OR

Click the **Confirm** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Confirm* screen with the *Status Message*.

Add Beneficiary - Confirm



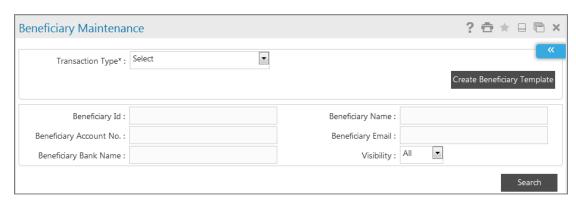
7. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

3.3 Beneficiary Maintenance-Internal Account Transfer

To Maintain a Beneficiary for Internal Transfer:

1. Navigate through the menus to **Beneficiary Maintenance**. The system displays the *Beneficiary Maintenance* screen.

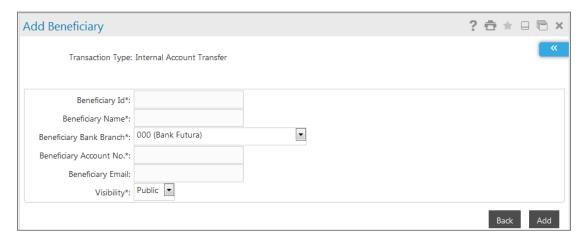
Beneficiary Maintenance



Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Mandatory, Drop-Down] Select the desired <i>Transaction Type</i> from the drop-down list, for which template is to be created.
Visibility	[Mandatory, Drop-Down] Select the desired <i>Visibility</i> value, for which template is to be searched, from the drop-down list.
	The options are:
	 Public
	Private
Mapped to User Type	[Mandatory, Checkbox]
. , , ,	Click on the required checkbox to map the User Type.
	Note : These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.

- 2. Select the *Transaction Type* as *Internal Transfers* from the drop-down list.
- 3. Click the *Create Beneficiary Template* button. The system displays the *Beneficiary Maintenance Add Beneficiary* screen.

Beneficiary Maintenance - Add Beneficiary



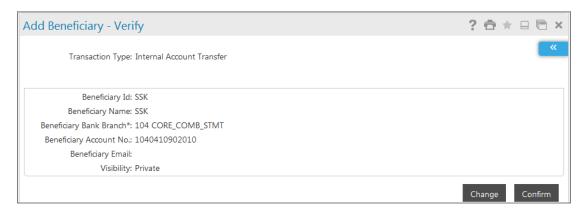
Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Display] This field displays the <i>Type of Transaction</i> .
Mapped to User Type	
	This field displays the <i>Mapped User Types</i> in the form of selected checkboxes.
	Note : These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.
Beneficiary Id	[Mandatory, Alphanumeric, 10]
	Types the Beneficiary ID.
Beneficiary Name	[Mandatory, Alphanumeric, 25]
	Type the Beneficiary Name
Beneficiary Bank	[Mandatory, Drop down]
Branch	Select the Beneficiary Bank Branch Name of the account from the drop-down list.
	[Mandatory, Numeric, 35]
No	Type the Beneficiary Account Number.
Beneficiary Email	[Optional, Alphanumeric, 255]
	Type the Beneficiary Email Address.

Field Name Description Visibility [Display] This field displays the Visibility.

- 1. Enter the relevant details.
- Click the Back button. The system displays the Beneficiary Maintenance screen. OR

Click the **Add** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Verify* screen.

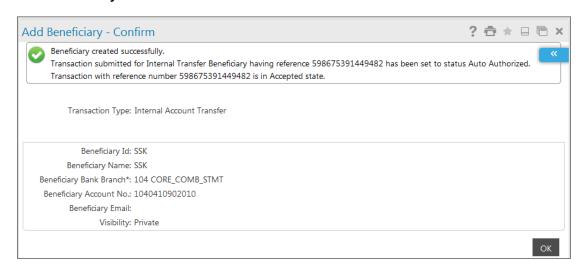
Add Beneficiary- Verify



Click the **Change** button. The system displays the *Beneficiary Maintenance - Add Beneficiary* screen.
 OR

Click the **Confirm** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Confirm* screen with the status message.

Add Beneficiary - Confirm



5. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

3.4 Beneficiary Maintenance - Domestic Account Transfer

To Maintain a Beneficiary for Domestic Remittance:

1. Navigate through the menus to *Other Maintenances > Beneficiary Maintenance*. The system displays the *Beneficiary Maintenance* screen.

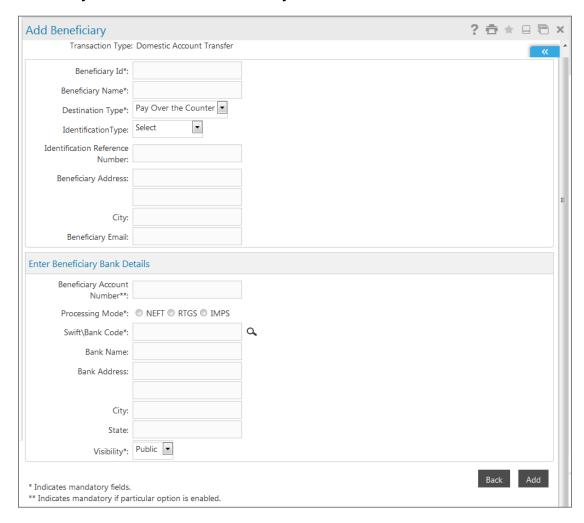
Beneficiary Maintenance



Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Mandatory, Drop-Down] Select the <i>Transaction Type</i> from the dropdown list, for which template is to be created.
Visibility	 [Mandatory, Drop-Down] Select the Beneficiary Access Level from the drop-down list. The options are as follows: Public Private
Mapped to User Type	[Mandatory, Checkbox] Click the required checkbox to map the <i>User Type</i> . Note: These check-boxes are displayed only when the <i>Public</i> option is selected in the <i>Visibility</i> drop-down.

- 2. Select the *Transaction Type* as *Domestic Account Transfer* option and the desired *Visibility Value* from the drop-down list.
- 3. Click the *Create Beneficiary Template* button. The system displays the *Beneficiary Maintenance Add Beneficiary* screen.

Beneficiary Maintenance - Add Beneficiary



Field Description

Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Display] This field displays the <i>Type of Transaction</i> .
Mapped to User Type	[Display] This field displays the <i>Mapped User Types</i> in the form of selected checkboxes.
	Note : These check-boxes are displayed only when the <i>Public</i>

option is selected in the Visibility drop-down.

Field Name	Description
Beneficiary Id	[Mandatory, Alphanumeric, 10] Type the <i>Beneficiary ID</i>
Beneficiary Name	[Mandatory, Alphanumeric, 25] Type the <i>Beneficiary Name</i> .
Account Type	[Mandatory, Drop-Down] Select the Account Type from the drop-down list. The options are as follows: • Enter Account No • Pay Over Counter
Beneficiary Address	[Conditional, Alphanumeric, 35, 2 Lines] Type the <i>Beneficiary Address</i> . This field is enabled if the <i>Pay Over Counter</i> option is selected from the <i>Account Type</i> drop-down list.
City	[Conditional, Alphanumeric, 35] Type the <i>City</i> . This field is enabled if the <i>Pay Over Counter</i> option is selected from the <i>Account Type</i> drop-down list.
Beneficiary Email	[Optional, Alphanumeric, 255] Type the <i>Beneficiary Email Address</i> .
Enter Beneficia	ary Bank Details
Beneficiary Account Number	[Mandatory, Alphanumeric, 35] Type the <i>Beneficiary Account Number</i> .
National Clearing Code Type	[Mandatory, Drop-Down] Select the <i>National Clearing Code Type</i> from the drop-down list.
National Clearing Codes	[Mandatory, Pick List] Select the <i>National Clearing Codes</i> from the pick list.
Bank Name	[Display] This field displays the selected <i>Bank Name</i> .
Bank Address	[Display] This field displays the selected <i>Beneficiary Bank/Branch Address</i> .
Beneficiary Bank City	[Display] This field displays the selected <i>Beneficiary Bank/Branch City</i> .

Field Name Description

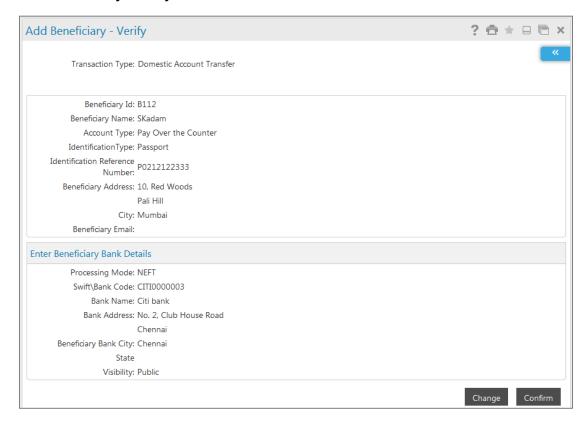
Visibility [Display]

This field displays the Visibility value.

- 4. Enter the Beneficiary Details.
- 5. Select the *Account Type* from the drop-down list.
- 6. Enter the *Beneficiary Bank Details* and select the *National Clearing Code Type* from the drop-down list.
- 7. Select the *National Clearing Code* from the pick list. The system displays the *Bank Details* of the selected code.
- 8. Click the **Back** button. The system displays the *Beneficiary Maintenance* screen. OR

Click the **Add** button to create a beneficiary. The system displays the *Add Beneficiary - Verify* screen.

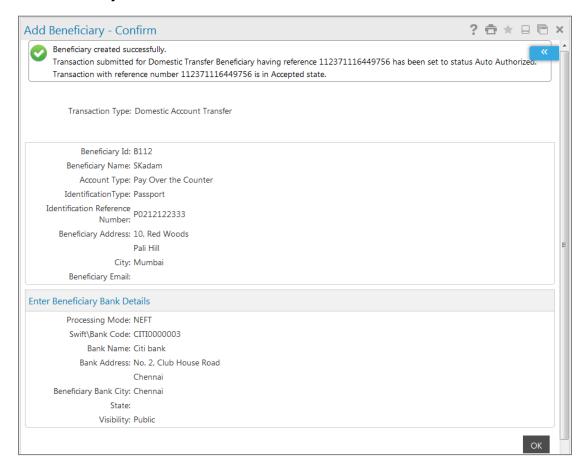
Add Beneficiary - Verify



Click the **Change** button. The system displays the *Beneficiary Maintenance - Add Beneficiary* screen.
 OR

Click the **Confirm** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Confirm* screen with the *Status Message*.

Add Beneficiary - Confirm



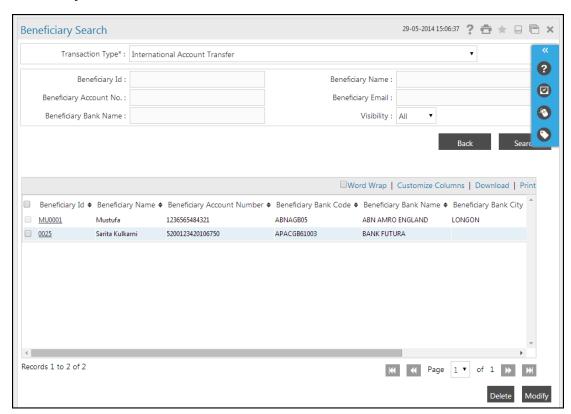
10. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

3.5 Beneficiary Maintenance-International Account Transfer

To Maintain a Beneficiary for International Transfer:

1. Navigate through the menus to *Beneficiary Maintenance*. The system displays the *Beneficiary Maintenance* screen.

Beneficiary Maintenance



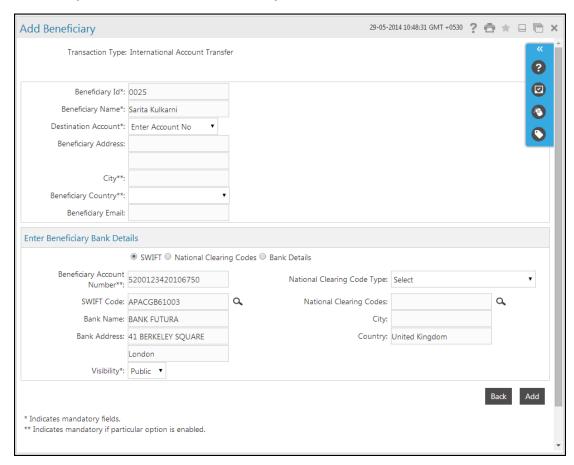
Field Name	Description
Entity	[Display] This field displays the name of the <i>Entity</i> selected.
Transaction Type	[Mandatory, Drop-Down] Select the <i>Transaction Type</i> from the dropdown list, for which template is to be created.

Field Name	Description
Visibility	[Mandatory, Drop-Down]
	Select the Beneficiary Access Level from the drop-down list.
	The options are as follows:
	Generic
	Restricted
Mapped to User Type	[Mandatory, Checkbox] Click on the required checkbox to map the <i>User Type</i> .
	Note : These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.

- Select the *Transaction Type* as an *International Account Transfer* option and the desired *Visibility Value* from the drop-down list.
- 3. Click the **Create Beneficiary Template** button. The system displays the *Beneficiary Maintenance Add Beneficiary* screen.

Beneficiary Maintenance - Add Beneficiary

2.



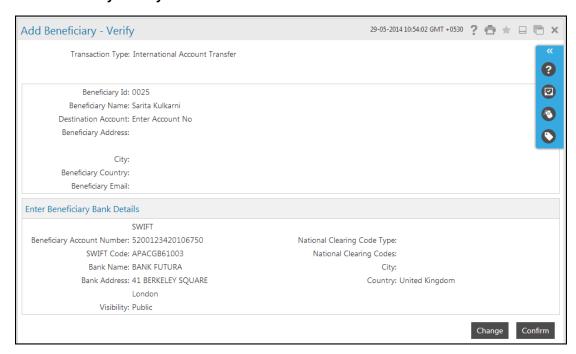
Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Display] This field displays the <i>Type of Transaction</i> .
Mapped to User Type	[Display]
	This field displays the <i>Mapped User Types</i> in the form of selected checkboxes.
	Note : These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.
Beneficiary Id	[Mandatory, Alphanumeric, 10]
•	Type the Beneficiary ID
Beneficiary Name	[Mandatory, Alphanumeric, 25]
Domenorally realine	Type the Beneficiary Name
Destination Account	[Mandatory, Drop-Down]
	Select the Destination Account Type from the drop-down list
	The options are as follows:
	Pay Over Counter
	Account Number
Beneficiary Address	[Optional, Alphanumeric, 35, 2 Lines]
•	Type the Beneficiary Address.
City	[Optional, Alphanumeric, 35]
-	Type the City Name.
Beneficiary Country	[Mandatory, Drop-Down]
	Select the <i>Beneficiary Country Name</i> from the drop-down list.
Beneficiary Email	[Optional, Alphanumeric, 255]
	Type the Beneficiary Email Address.
Enter Beneficiary Bank Details	
Swift	[Optional, Radio Button]
	Select the Swift radio button for using the swift as the transfer option.
National Clearing	[Optional, Radio Button]
Code	Select the <i>National Clearing Code</i> radio button for using the <i>National Clearing Code</i> as the transfer option.

Field Name	Description
Bank Details	[Optional, Radio Button] Select the <i>Bank Details</i> radio button for using the national clearing code as the transfer option.
Beneficiary Account Number	[Mandatory, Numeric, 35] Type the <i>Beneficiary Account Number</i> .
SWIFT Code	[Conditional, Alphanumeric, 11, Pick List] Type the SWIFT ID. Select the Look Up icon to search the SWIFT ID. This field is enabled if the Swift radio button is selected.
National Clearing Code Type	[Conditional, Drop Down] Select the <i>National Clearing Code</i> type from the drop-down list. This field is enabled if the <i>National Clearing Code Type</i> radio button is selected.
National Clearing Codes	[Conditional, Pick List] Select the <i>Look Up</i> icon to search the <i>National Clearing Code</i> . This field is enabled if the <i>National Clearing Code Type</i> radio button is selected.
Bank Name	[Display] This field displays the selected <i>Bank Name</i> .
Bank Address	[Display, Alphanumeric, 35 x 2] This field displays the selected <i>Beneficiary Bank/Branch Address</i> .
City	[Display] This field displays the <i>City</i> .
Country	[Display] This field displays the selected <i>Bank Country</i> .
Visibility	[Display] This field displays the <i>Visibility</i> .

- 4. Enter the Beneficiary Details.
- 5. Click one of the radio buttons for selecting the *Transferring* option.
- 6. Select the codes from the pick list according to the selected radio button. The system displays the remaining details.
- 7. Click the **Back** button. The system displays the *Beneficiary Maintenance* screen.

Click the **Add** button to create a beneficiary. The system displays the *Add Beneficiary - Verify* screen.

Add Beneficiary - Verify

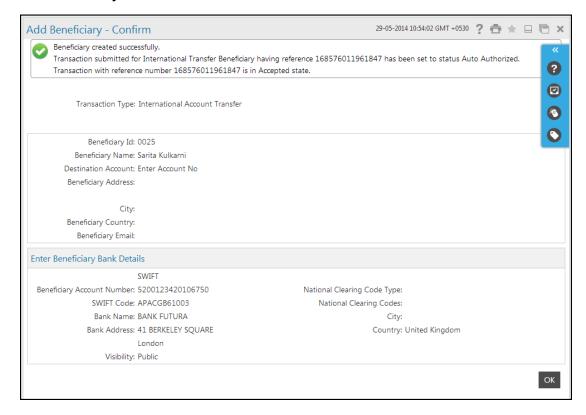


8. Click the **Change** button. The system displays the *Beneficiary Maintenance - Add Beneficiary* screen.

OR

Click the **Confirm** button to create a beneficiary. The system displays the *Add Beneficiary - Confirm* screen with the status message.

Add Beneficiary - Confirm



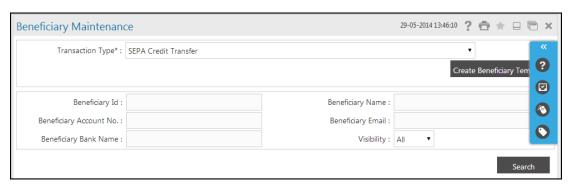
9. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

3.6 Beneficiary Maintenance – SEPA Credit Transfer

To Maintain a Beneficiary for SEPA Credit Transfer:

1. Navigate through the menus to *Beneficiary Maintenance*. The system displays the *Beneficiary Maintenance* screen.

Beneficiary Maintenance

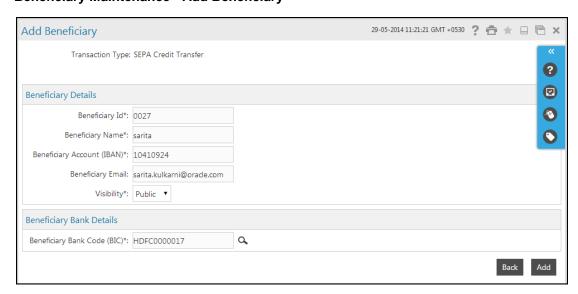


Field Description

Field Name	Description
Entity	[Display] This field displays the name of the entity selected.
Transaction Type	[Mandatory, Drop-Down] Select the desired <i>Transaction Type</i> from the dropdown list, for which template is to be created.
Visibility	 [Mandatory, Drop-Down] Select the Beneficiary Access Level from the drop-down list. The options are as follows: Generic Restricted
Mapped to User Type	[Mandatory, Checkbox] Click the required checkbox to map the <i>User Type</i> . Note: These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.

- 2. Select the Transaction Type as SEPA Credit Transfer option and Visibility from the dropdown list.
- 3. Click the Create Beneficiary Template button. The system displays the Beneficiary Maintenance - Add Beneficiary screen.

Beneficiary Maintenance - Add Beneficiary



Field Description

Type the Beneficiary Name. Beneficiary Account (IBAN) [Mandatory, Alphanumeric, 35] Type the Beneficiary IBAN Number. Beneficiary Email [Optional, Alphanumeric, 35] Type the Beneficiary Email Address. Visibility [Display] This field displays the Visibility. Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Field Name	Description
This field displays the Type of Transaction. Mapped to user type [Display] This field displays the User Types to which the beneficiary is mapped. Note: These check-boxes are displayed only when Generic option is selected in the Visibility drop-down. Beneficiary Id [Mandatory, Alphanumeric, 10] Type the Beneficiary ID Name [Mandatory, Alphanumeric, 80] Type the Beneficiary Name. Beneficiary Account (IBAN) [Mandatory, Alphanumeric, 35] Type the Beneficiary IBAN Number. Beneficiary Email [Optional, Alphanumeric, 35] Type the Beneficiary Email Address. Visibility [Display] This field displays the Visibility. Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Entity	
This field displays the <i>User Types</i> to which the beneficiary is mapped. Note: These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down. Beneficiary Id [Mandatory, Alphanumeric, 10] Type the <i>Beneficiary ID</i> Name [Mandatory, Alphanumeric, 80] Type the <i>Beneficiary Name</i> . Beneficiary Account [Mandatory, Alphanumeric, 35] Type the <i>Beneficiary IBAN Number</i> . Beneficiary Email [Optional, Alphanumeric, 35] Type the <i>Beneficiary Email Address</i> . Visibility [Display] This field displays the <i>Visibility</i> . Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Transaction Type	
option is selected in the Visibility drop-down. Beneficiary Id [Mandatory, Alphanumeric, 10] Type the Beneficiary ID Name [Mandatory, Alphanumeric, 80] Type the Beneficiary Name. Beneficiary Account (IBAN) [Mandatory, Alphanumeric, 35] Type the Beneficiary IBAN Number. Beneficiary Email [Optional, Alphanumeric, 35] Type the Beneficiary Email Address. Visibility [Display] This field displays the Visibility. Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Mapped to user type	This field displays the <i>User Types</i> to which the beneficiary is mapped.
Type the Beneficiary ID Name [Mandatory, Alphanumeric, 80] Type the Beneficiary Name. Beneficiary Account (IBAN) [Mandatory, Alphanumeric, 35] Type the Beneficiary IBAN Number. Beneficiary Email [Optional, Alphanumeric, 35] Type the Beneficiary Email Address. Visibility [Display] This field displays the Visibility. Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]		
Type the Beneficiary Name. Beneficiary Account (IBAN) [Mandatory, Alphanumeric, 35] Type the Beneficiary IBAN Number. Beneficiary Email [Optional, Alphanumeric, 35] Type the Beneficiary Email Address. Visibility [Display] This field displays the Visibility. Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Beneficiary Id	
(IBAN) Type the Beneficiary IBAN Number. Beneficiary Email [Optional, Alphanumeric, 35] Type the Beneficiary Email Address. Visibility [Display] This field displays the Visibility. Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Name	
Type the Beneficiary Email Address. Visibility [Display]	_	
This field displays the <i>Visibility</i> . Beneficiary Bank Details Beneficiary Bank [Mandatory, Pick List]	Beneficiary Email	
Beneficiary Bank [Mandatory, Pick List]	Visibility	
Codo (RIC)*	Beneficiary Bank Details	
Enter the relevant Panafician, Details	, ,	Select the Lookup button to select the <i>Beneficiary Bank Code</i> .

- 4. Enter the relevant Beneficiary Details.
- 5. Select the *Beneficiary Bank Code* from the pick list on clicking the *Search* icon.
- 6. Click the **Back** button. The system displays the *Beneficiary Maintenance* screen. OR

Click the **Add** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Verify* screen.

Beneficiary Maintenance - Add Beneficiary- SEPA CREDIT Transfer - Verify

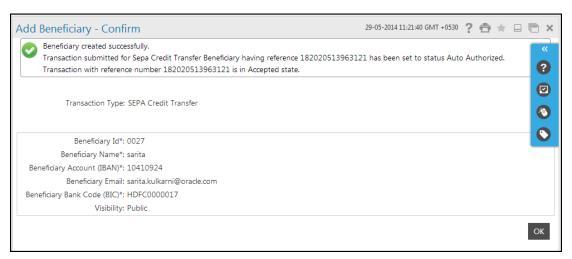


7. Click the **Change** button. The system displays the *Beneficiary Maintenance - Add Beneficiary* screen.

OR

Click the **Confirm** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Confirm* screen with the status message.

Beneficiary Maintenance - Add Beneficiary- SEPA CREDIT Transfer - Confirm



8. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

3.7 Beneficiary Maintenance – UK Payments

To Maintain a Beneficiary for UK Payments:

1. Navigate through the menus to *Other Maintenances > Beneficiary Maintenance*. The system displays the *Beneficiary Maintenance* screen.

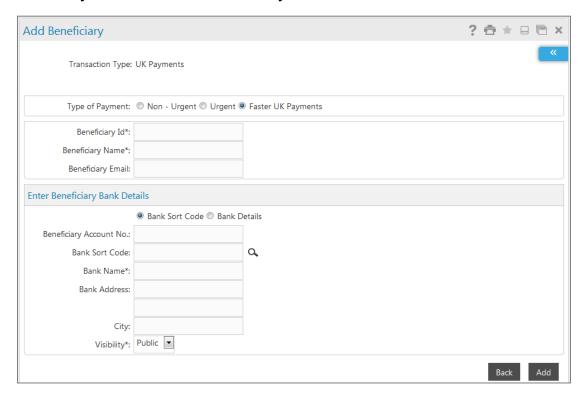
Beneficiary Maintenance



Field Name	Description
Entity	[Display]
	This field displays the name of the entity selected.
Transaction Type	[Mandatory, Drop-Down]
	Select the <i>Transaction Type</i> from the dropdown list, for which template is to be created.
Visibility	[Mandatory, Drop-Down]
	Select the Beneficiary Access Level from the drop-down list.
	The options are as follows:
	General
	Restricted
Mapped to User Type	[Mandatory, Checkbox]
1,700	Click on the required checkbox to map the user type.
	Note : These check-boxes are displayed only when <i>Generic</i> option is selected in the <i>Visibility</i> drop-down.

- 2. Select the *Transaction Type* as *UK Payments* option and the *Visibility* from the drop-down list.
- 3. Click the **Create Beneficiary Template** button. The system displays the *Beneficiary Maintenance Add Beneficiary* screen.

Beneficiary Maintenance - Add Beneficiary



Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> selected.
Transaction Type	[Display] This field displays the <i>Type of Transaction</i> .
Mapped to User type	[Display] This field displays the <i>Mapped User Types</i> in the form of selected checkboxes. Note: This field is displayed only when <i>Generic</i> option is selected in the Visibility drop-down.
Type of Payments	[Mandatory, Radio Button] Click the radio buttons to select the <i>Type of Payment</i> . The options are as follows: • Non - Urgent • Urgent • Faster UK Payments

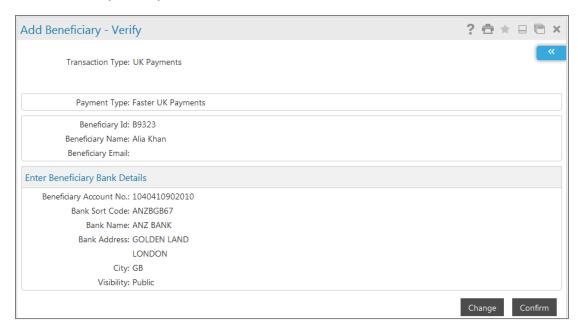
Field Name	Description
Beneficiary Id	[Mandatory, Alphanumeric, 10] Type the <i>Beneficiary ID</i>
Beneficiary Name	[Mandatory, Alphanumeric, 80] Type the <i>Beneficiary Name</i> .
Beneficiary Email	[Optional, Alphanumeric, 35] Type the <i>Beneficiary Email Address</i> .
Enter Beneficiary B	Bank Details
Bank Sort Code	[Optional, Radio Button] Click the Bank Sort Code radio button to select the <i>Bank Code</i> . This field will not be displayed for urgent <i>UK Payment</i> .
Bank Details	[Optional, Radio Button] Click the Bank Details radio button to select the <i>Bank Details</i> . This field will not be displayed for urgent <i>UK Payment</i> .
Beneficiary Accour No	nt [Mandatory, Alphanumeric, 35] Type the <i>Beneficiary Account Number</i> .
Bank Sort Code	[Conditional, Pick List] Select the <i>Bank Sort Code</i> from the pick list. This field is enabled if the <i>Bank Sort Code</i> radio button is selected.
Swift Code	[Conditional, Lookup] Click the <i>Lookup</i> to select the <i>Swift Code</i> of the bank, the system display the <i>Look up</i> to select the <i>Swift Code</i> of the bank. This field will be available only in case of urgent <i>UK Payments</i> .
Bank Name	[Conditional, Alphanumeric, 40]. Type the Bank Name. This field is enabled if the Bank Details radio button is selected.
Bank Address	[Conditional, Alphanumeric, 40] Type the <i>Bank Address</i> . This field is enabled if the <i>Bank Details</i> radio button is selected.
City	[Display] This field displays the <i>City</i> .
Country	[Display] This field displays the <i>Country</i> . This field will be available only in case of urgent <i>UK Payments</i> .

Field Name	Description
Visibility	[Display]
	This field displays the Visibility.

- 4. Click one of the radio buttons to select the *Type of Payment*.
- 5. Enter the Beneficiary Details.
- 6. Select one of the radio buttons to enter the *Beneficiary Bank Details*.
- 7. Click the **Back** button. The system displays the *Beneficiary Maintenance* screen. OR

Click the **Add** button to create a beneficiary. The system displays the *Beneficiary Maintenance - Add Beneficiary - Verify* screen.

Add Beneficiary - Verify

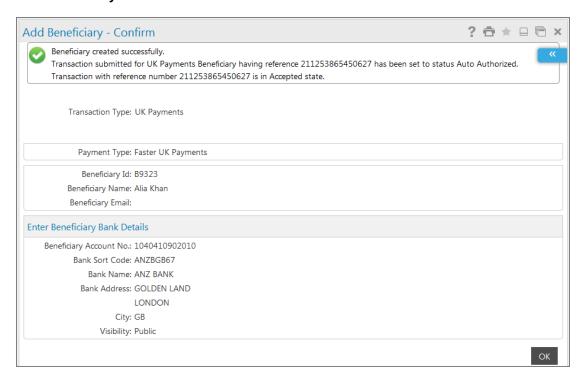


8. Click the **Change** button. The system displays the *Beneficiary Maintenance - Add Beneficiary* screen.

OR

Click the **Confirm** button to create a beneficiary. The system displays the *Add Beneficiary - Confirm* screen with the status message.

Add Beneficiary - Confirm



9. Click the **OK** button. The system displays the *Beneficiary Maintenance* screen.

4. Source-Beneficiary Account Linkage

Using the Source Beneficiary Account Linkage option you as a Bank Administrator can link the Beneficiary Account to the Source Account. Once this linkage is done, the Retail User will be able to debit the Source Account only to credit the specified beneficiary account. These linkages will be applicable for the Fixed Domestic Transfer function in the Corporate side. The Fixed Domestic Transfer is a variation of normal Domestic Transfers to achieve the fund flow from specific account to specific beneficiary account as per the linkages.

To Link the Beneficiary Account to the Source Account:

Navigate through Beneficiary Maintenance > Source-Beneficiary Account Linkage.
 The following page is displayed.

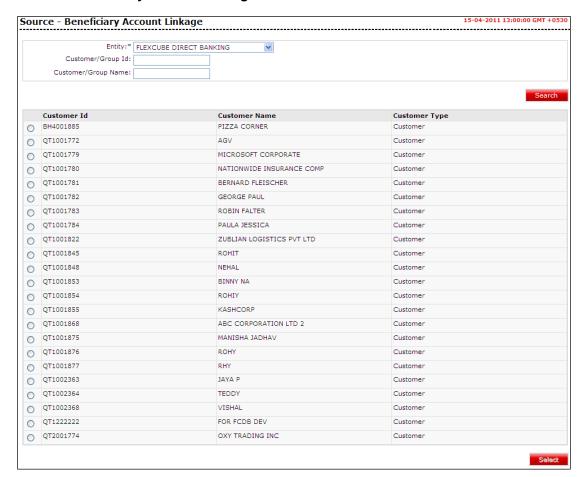
Source - Beneficiary Account Linkage



Field Name	Description
Entity	[Mandatory, Drop-Down] Select the <i>Name of the Entity</i> from the drop down menu.
Customer/Group ID	[Optional, Alphanumeric, 15] Type the <i>Customer/Group ID</i> , whose account has to be linked as <i>Source Account</i> .
Customer/Group Name	[Optional, Alphanumeric, 50] Type the Customer/Group Name whose account has to be linked as Source Account.

- 2. Select the **Entity** and enter the *Search* criteria.
- Click the Search button. The system displays the list of Customer IDs and the Customer Names.

Source - Beneficiary Account Linkage



Field Name	Description
Customer Id	[Display] This field displays the <i>ID</i> of the customers.
Customer Name	[Display] This field displays the <i>Name of the Customers</i> .
Customer Type	[Display] This field displays the <i>Type of Customers</i> .

- 4. Select the Customer ID whose account has to be selected as Source Account.
- 5. Click the **Select** button. The system displays the *Source Beneficiary Accounts Linkage Details* screen.

Source - Beneficiary Account Linkage Details



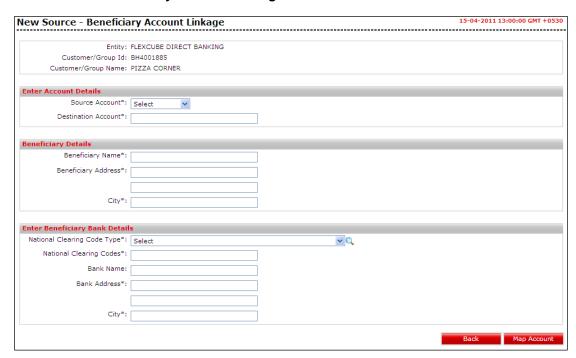
Field Description

Field Name	Description
Existing Links	
Source Account	[Display] This field displays the <i>Source Account</i> .
Beneficiary Account	[Display] This field displays the <i>Beneficiary Account</i> .
Beneficiary Name	[Display] This field displays the <i>Name of the Beneficiary</i> .
Bank Name	[Display] This field displays the <i>Bank Name</i> .
National Clearing Codes	[Display] This field displays the National Clearing Code of the Bank.

To create a new Source and Beneficiary Account Linkage:

1. Click the **New** button to create a new linkage between the *Source Account* and the *Beneficiary Account*. The system displays the *New Source - Beneficiary Account Linkage* screen.

New Source - Beneficiary Account Linkage



Field Description

Beneficiary Name

Field Name	Description
Enter Account Details	
Source Account	[Mandatory, Drop - Down]
	Select the <i>Source Account</i> from the drop-down list which will be debited for the transfers.
Destination Account	[Optional, Alphanumeric, 20]
	Enter the Beneficiary Account Number that will be credited.
Beneficiary Details	

Beneficiary Address [Optional, Alphanumeric, 30]

Enter the Address of the Beneficiary.

Enter the Name of the Beneficiary to be added.

City [Optional, Alphanumeric, 30]

Enter the City of the Beneficiary.

[Mandatory, Alphanumeric, 30]

Enter Beneficiary Bank Details

Field Name	Description
National Clearing Code Type	[Mandatory, Dropdown] Select National Clearing Code Type from the drop-down list. Click Search and the list of banks and branches will be displayed. Select the appropriate bank.
National Clearing Code	[Display] This field displays the <i>National Clearing Code</i> . This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.
Bank Name	[Display] This field displays the <i>Bank Name</i> . This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.
Bank Address	[Display] This field displays the <i>Bank Address</i> . This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.
City	[Display] This field displays the <i>City</i> of the bank. This field will be auto-populated once the <i>Bank and the Branch</i> have been selected from the search.

- 2. Enter the appropriate details.
- 3. Click the **Map Account** button. The system displays the *Source Beneficiary Account Linkage Verify* screen.

Source - Beneficiary Account Linkage - Verify



4. Click the **Confirm** button. The system displays the *Confirmation* screen.

Source - Beneficiary Account Linkage - Confirm

To Modify Source and Beneficiary Account Linkage

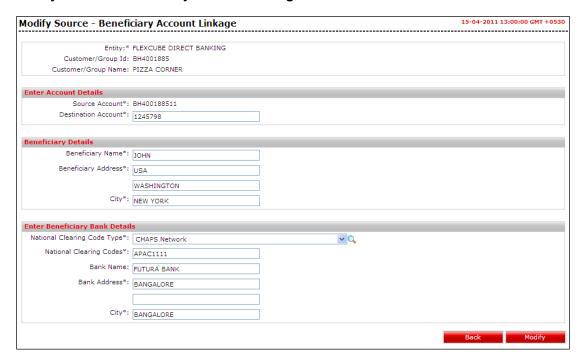
1. Click the radio button adjacent to the existing *Source Account* and the *Beneficiary Account* that has to be modified in the *Source-Beneficiary Account Linkage Details* screen.

Source - Beneficiary Account Linkage Details



2. Click the **Modify** button to modify the existing linkage between the *Source and Beneficiary Account*. The system displays the *Modify Source - Beneficiary Account Linkage* screen.

Modify Source - Beneficiary Account Linkage



Field Description

Field Name	Description
Enter Account Details	
Source Account	[Display]
	This field displays the Source Account which will be debited

Destination Account [Optional, Alphanumeric, 20]

for the transfers.

Type the Beneficiary Account Number that will be credited.

Beneficiary Details

Beneficiary Name [Mandatory, Alphanumeric, 30]

Type the Name of Beneficiary to be added.

Beneficiary Address [Optional, Alphanumeric, 30]

Type the *Address* of the beneficiary.

City [Optional, Alphanumeric, 30]

Type the City of Beneficiary.

Enter Beneficiary Bank Details

Field Name	Description
National Clearing Code Type	[Mandatory, Drop - Down] Select National Clearing Code Type from the drop-down list. Click Search and the list of Banks and Branches will be displayed. Select the appropriate bank.
National Clearing Code	[Display] This field displays the <i>National Clearing Code</i> . This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.
Bank Name	[Display] This field displays the <i>Bank Name</i> . This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.
Bank Address	[Display] This field displays the <i>Bank Address</i> . This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.
City	[Display] This field displays the <i>City</i> of the bank. This field will be auto-populated once the <i>Bank and Branch</i> have been selected from the search.

3. Make the required changes and click *Modify*. The system displays the *Modify Source - Beneficiary Account Linkage - Verify* screen.

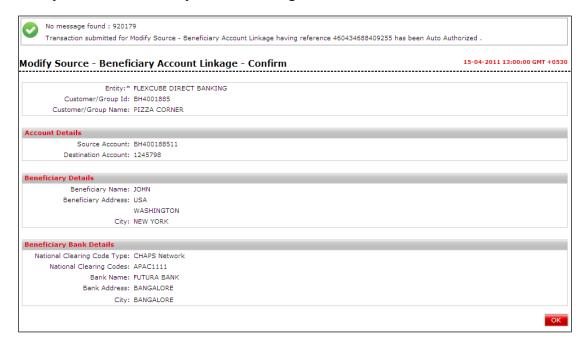
Modify Source - Beneficiary Account Linkage - Verify



4. Verify the details and click the **Confirm** button. The system displays the *Modify Source - Beneficiary Account Linkage - Confirm* screen.

Click the **Change** button to go to the previous page.

Modify Source - Beneficiary Account Linkage - Confirm



To Delete the Source and Beneficiary Account Linkage

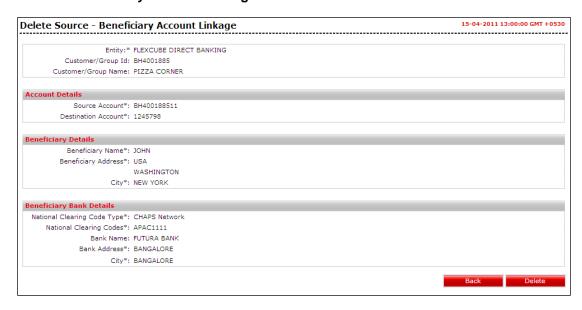
1. Click the radio button adjacent to the existing *Source Account* and the *Beneficiary Account* that has to be deleted in *the Source-Beneficiary Account Linkage Details* screen.

Source - Beneficiary Account Linkage Details



2. Click the **Delete** button to delete the existing linkage between *Source Account* and *Beneficiary Account*. The system displays the *Delete Source - Beneficiary Account Linkage - Verify* screen.

Source - Beneficiary Account Linkage Details

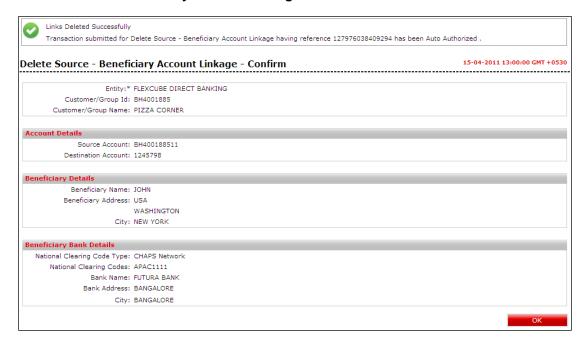


Delete Source - Beneficiary Account Linkage - Verify



3. Verify the Source- Beneficiary Account Linkage Details and click the **Confirm** button. The system displays the Delete Source - Beneficiary Account Linkage - Confirm screen.

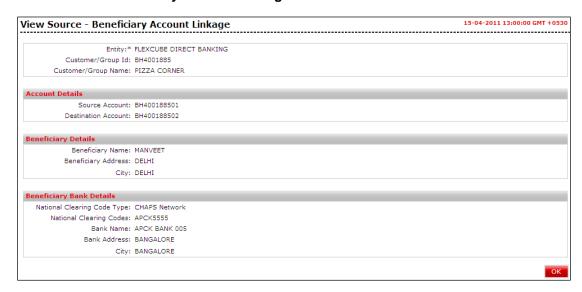
Delete Source - Beneficiary Account Linkage - Confirm



To View the Details of Source and Beneficiary Account Linkage

1. Click the hyperlink of Source Account in the Source - Beneficiary Account Linkage Details screen to view the Source Account and the Beneficiary Account Details like Account Number, Bank Name, Bank Branch, and the Swift Code. The system displays the View Source - Beneficiary Account Linkage screen.

View Source - Beneficiary Account Linkage



Field Name	Description
Entity	[Display] This field displays the name of the <i>Entity</i> .
Customer/ Group id/	[Display] This field displays the Customer/Group Id.
Customer/ Group Name	[Display] This field displays the Customer/ Group Name.
Account Details	
Source Account	[Display] This field displays the <i>Source Account</i> which will be debited for the transfers.
Destination Account	[Display] This field displays the <i>Beneficiary Account Number</i> that will be credited.
Beneficiary Details	
Beneficiary Name	[Display] This field displays the <i>Name of Beneficiary</i> .
Beneficiary Address	[Display] This field displays the <i>Address of the Beneficiary</i> .
City	[Display] This field displays the <i>City of Beneficiary</i> .
Beneficiary Bank Details	
National Clearing Code Type	[Display] This field displays the National Clearing Code Type.
National Clearing Codes	[Display] This field displays the <i>National Clearing Code</i> .
Bank Name	[Display] This field displays the <i>Bank Name</i> .
Bank Address	[Display] This field displays the <i>Bank Address</i> .

Field Name	Description
City	[Display]
	This field displays the City of the bank.

2. Click the **OK** button to return to the *Source Beneficiary Account Linkage*.

5. Beneficiary Mapping

The *Beneficiary Mapping* to map the beneficiaries created as restricted beneficiaries to specific customers and specific users of a customer.

5.1 Map Beneficiary

To Map the Beneficiary:

1. Navigate through the menus to **Beneficiary Maintenance > Beneficiary Mapping**. The system displays the *Beneficiary Mapping* screen.

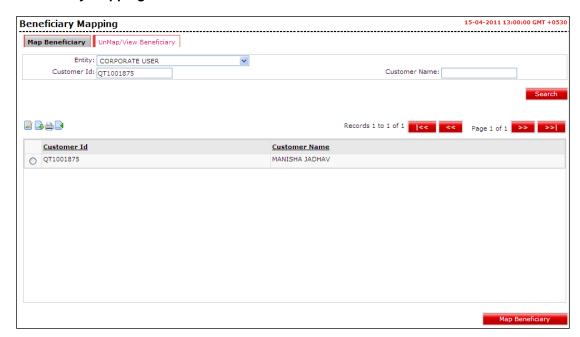
Beneficiary Mapping



Field Name	Description
Entity	[Mandatory, Drop-Down] Select the appropriate <i>User Types</i> from the drop-down list.
Customer Id	[Optional, Alphanumeric,20] Type the <i>Customer Id</i> to which beneficiary is to be mapped in this field.
Customer Name	[Optional, Alphanumeric,40] Type <i>Name of the Customer</i> to whom beneficiary is to be mapped in this field.

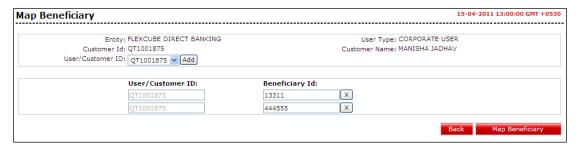
- 2. Enter the appropriate information in the relevant fields.
- 3. Click the **Search** button. The system displays the *Beneficiary Mapping* screen.

Beneficiary Mapping



- 4. Select the Customer Id radio button for which you want to map to the beneficiary.
- 5. Click the **Map Beneficiary** button. The system displays the *Map Beneficiary* screen.

Map Beneficiary



Field Name	Description
Entity	[Display] This field displays the <i>Entity</i> .
User Type	[Display] This field displays the <i>Type of User</i> .
Customer Id	[Display] This field displays the <i>Customer Id</i> .

Field Name	Description
Customer Name	[Display] This field displays the <i>Name of the Customer</i> corresponding to the <i>Customer Id</i> .
User/Customer ID	[Mandatory, Drop-Down] Select the appropriate <i>User/Customer Id</i> from the drop-down list.
User/Customer ID	[Display] This field displays the <i>User/Customer Id</i> .
Beneficiary ID	[Mandatory, Alphanumeric] Type the <i>Beneficiary Id</i> in this field.

- 6. Click the button to add a row for beneficiary mapping, or click to delete the corresponding row.
- 7. Click the **Map Beneficiary** button. The system displays the *Map Beneficiary Verify* screen.

OR

Click the **Back** button to return to the previous screen.

Map Beneficiary Verify



8. Click **Confirm** button. The system displays the *Map Beneficiary Confirm* screen.

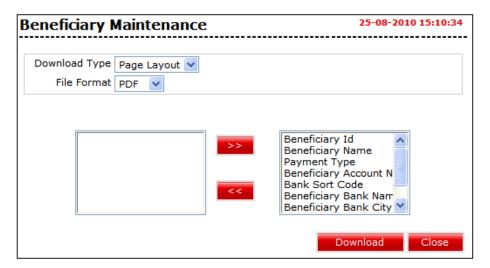
Map Beneficiary Confirm



9. Click **OK** button. The system displays the *Beneficiary Mapping* screen.

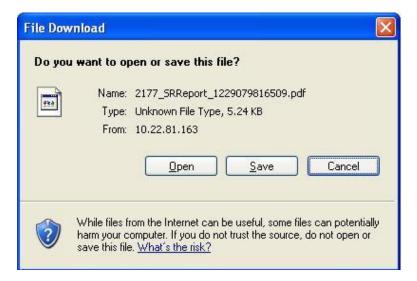
- 10. Click the button to edit the fields to be displayed
- 11. Click the button to fit all the fields in the screen.
- 12. To print a particular transaction, click the **Print** button
- 13. To download a particular transaction, click the displays the *Download* screen.

Download



- 14. Select the appropriate fields to be downloaded.
- Click the **Download** button. The system displays the *File Download* screen.
 OR
 - Click the Close button to close the screen.

File Download



16. Click the **Open** button to open the file.

OR

Click the Save button to save the file.

OR

Click the Cancel button to close the screen.

5.2 Un-map Beneficiary

The *Un-map Beneficiary* allows to un-map the beneficiaries created as restricted beneficiaries to specific customers and specific users of a customer.

To Un-Map Beneficiaries:

1. Navigate through the menus to **Beneficiary Maintenance > Beneficiary Mapping**. The system displays the *Beneficiary Mapping* screen.

Beneficiary Mapping



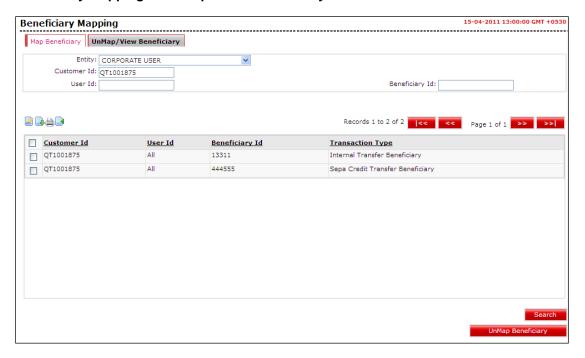
2. Click **Un-Map / View Beneficiary** tab. The system displays the *Beneficiary Mapping / Unmap / View Beneficiary* screen.

Field Name	Description
Entity	[Mandatory, Dropdown]
	Select the Name of the Entity.

Field Name	Description
Customer Id	[Optional, Alphanumeric,20] Type the <i>Customer Id</i> from which beneficiary is to be unmapped in this field.
User ID	[Optional, Alphanumeric] Type the <i>User Id</i> in this field.
Beneficiary ID	[Optional, Alphanumeric] Type the <i>Beneficiary Id</i> in this field.

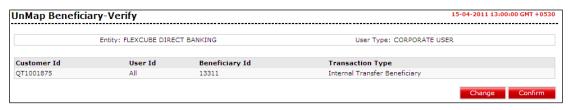
- 3. Enter the appropriate information in the relevant fields.
- 4. Click the **Search** button. The system displays the *Beneficiary Mapping* screen.

Beneficiary Mapping - Un-map / View Beneficiary



- 5. Select the **Customer Id** checkbox that you want to Un-Map from the beneficiary.
- 6. Click the **Un-Map Beneficiary** button. The system displays the *Un-map Beneficiary-Verify* screen.

Beneficiary Mapping Un-map Beneficiary- Verify



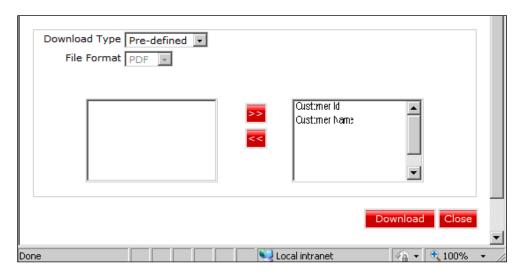
7. Click the **Confirm** button. The system displays the *Un-Map Beneficiary Confirm* screen.

Beneficiary Mapping Un-map Beneficiary- Confirm



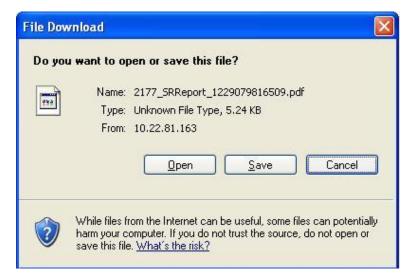
- 8. Click **OK** button. The system displays the *Beneficiary Mapping* screen.
- 9. To print a particular transaction, click the **Print** button.
- 10. To download a particular transaction, click the **Download** button. The system displays the *Download* screen.

Download



- 11. Select the appropriate fields to be downloaded.
- 12. Click the **Download** button. The system displays the *File Download* screen. OR
 - Click the Close button to close the screen.

File Download



13. Click the **Open** button to open the file.

OR

Click the Save button to save the file.

OR

Click the Cancel button to close the screen.