

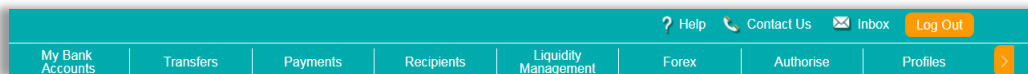


E- Forex Make
international payments from
anywhere

Online Banking Enterprise (OBE) Adding a new beneficiary

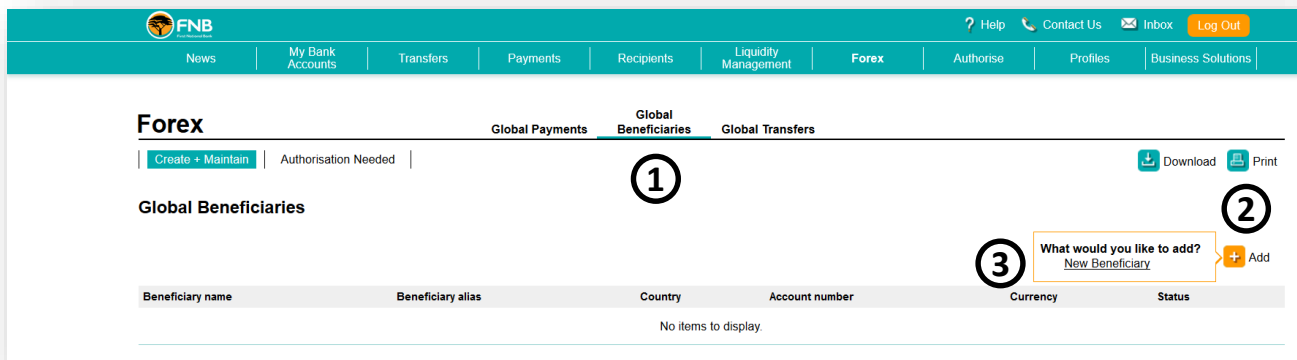
Getting started

When using the forex tab everything done on the forex tab needs to be authorised on the forex tab and please do complete all payments and beneficiary details in capital letters



Adding a Global Beneficiary

1. Select the Global Beneficiary tab
2. Select Add
3. Select New Beneficiary



4. Select the account to be debited
5. Now complete the beneficiary details
6. Select Capture to enter the beneficiary banking details

- 7. Select the Country where the bank account is held
- 8. Enter the Account Number and Swift code or Iban as required
- 9. Select Continue

Capture Beneficiary Bank

Country

Account Type

Account Number

Find Bank By

SWIFT/BIC or Routing Code

7

UNITED STATES OF AMERICA

Account Number

8

BIC or Routing Code

Bank Name

9

Continue

Now it will pull up the detail of the bank and you can then submit this to be authorised by the Authorisers on the profile.

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Address line 2

Suburb

City

Country

Province/State

Postal/ZIP code

Beneficiary banking details

Account currency

Beneficiary Bank

Bank Name

Address Line 1

City

Country

Account Number

SWIFT/BIC code

Branch routing code

1250 BLOCK 4

TESTERVILLE

MANHATINE

UNITED STATES OF AMERICA

Please Select

Capture

JPMORGAN CHASE BANK, N.A.

270 PARK AVENUE

NEW YORK

UNITED STATES OF AMERICA

87511251447

CHASUS33XXX

021000021

CLID 6016562 | Support 5373866 | TECH REF 1 K-20181127172312 | BF 190

Save + ExitCancelSubmit

The authorisers then just select authorisation needed and then authorise

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Forex

Global Payments

Global Beneficiaries

Global Transfers

Create + Maintain

Authorisation Needed

Get Quote

History

Download

Print

Authorise

Global Payments

Search

Name

Reference

Payment Amount

Status

No items to display

1. Select the Global Payments Tab
2. Select the add option and then select once off payment

The screenshot shows the FNB web application. The top navigation bar includes links for News, My Bank Accounts, Transfers, Payments (marked with a circled 1), Recipients, Liquidity Management, Forex, Authorise, Profiles, and Business Solutions. The 'Forex' section is active, showing tabs for Global Payments, Global Beneficiaries, and Global Transfers. Under 'Global Payments', there are buttons for 'Create + Maintain', 'Authorisation Needed', 'Process Payment', and 'History'. On the right, there are 'Download' and 'Print' buttons. A circled 2 highlights the 'Add' button in the 'Global Payments' section, which has a tooltip showing 'What would you like to add?' with options 'Pay Beneficiary' and 'Once-Off Payment'.

3. Now select the account that you are making the payment from. It will then pull up the company details, please make sure that all fields are populated.
4. Then select Continue

The screenshot shows the 'Applicant Details' form in the FNB Global Payments interface. The 'Pay from' dropdown is set to 'Consumer Currency Cheque Account - 62006743985 (GBP)' (marked with a circled 3). The form contains fields for Applicant Details (First Name, Surname, ID Type, ID number, Date of Birth, Contact first name, Contact surname, Cellphone, Telephone, Fax, Email, Preferred contact method) and Applicant physical address (Suburb, City, Country, Region/State, Postal/ZIP code). Below these are fields for Applicant postal address, including a question 'Is the postal address the same as the physical address?' with 'Yes' and 'No' radio buttons. The 'Continue' button is highlighted with a circled 4.

5. Complete the beneficiary physical address and country where address is located.

6. Click on capture next to beneficiary bank.

The screenshot shows the 'Once-off global payment' form. At the top is a navigation bar with links: News, My Bank Accounts, Transfers, Payments, Recipients, Liquidity Management, Forex, Authorise, Profiles, and Business Solutions. Below the navigation bar is a progress indicator with steps 1 through 6, where step 2 is highlighted. The form is divided into three sections: 'Beneficiary details' with a 'Business name' field containing 'ONCE OFF TEST (PTY) LTD'; 'Beneficiary physical address' with fields for 'Address line 1' (WOOD SREET), 'Address line 2' (12345 WOOD BLOCK), 'Suburb' (SURY), 'City' (GUILFORD), 'Country' (UNITED KINGDOM), 'Province/State' (0000), and 'Postal/ZIP code' (0000); and 'Beneficiary banking details' with a 'Beneficiary Bank' field and a 'Capture' button. Annotation 5 is a circle with the number 5 next to the address fields, and annotation 6 is a circle with the number 6 next to the 'Capture' button. At the bottom of the form, there is a footer with the text 'CLID 6016562 | Support 5373868 | TECH REF 1 K-20181127193648 | BF 190' and three buttons: 'Back', 'Cancel', and 'Continue'.

7. Select the country where bank account is held

8. Now enter the IBAN number or account number and Swift as per country requirements

The screenshot shows a modal form titled 'Capture Beneficiary Bank'. It has a close button (X) in the top right corner. The form contains three fields: 'Country' with a dropdown menu showing 'UNITED KINGDOM' and a flag icon, 'Account Type' with a dropdown menu showing a question mark icon, and 'IBAN Number' with a text input field containing 'GB6FIRN40644025478965'. Annotation 7 is a circle with the number 7 next to the 'Country' field, and annotation 8 is a circle with the number 8 next to the 'IBAN Number' field. At the bottom right of the modal, there is a 'Continue' button. The background of the page is dimmed, showing the same navigation bar and footer as the previous screenshot.

- It will pull up the preferred bank detail
9. Select continue

?

Help

Contact Us

Inbox

Log Out

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

City

GUILFORD

Country

UNITED KINGDOM

Province/State

0000

Postal/ZIP code

0000

Beneficiary banking details

Beneficiary Bank

Capture

Bank Name

FNB CHANNEL ISLANDS

Address Line 1

LA PLAIDERIE 1 LA PLAIDERIE HOUSE

City

ST. PETER PORT

Country

GUERNSEY

Account Number

GB68FIRN40644025478965

SWIFT/BIC code

FIRNGGSPXXX

9

CLID 6016562 | Support 5373668 | TECH REF 1 K-20181127193648 | BF 190

BackCancelContinue

10. Now complete the Payment details
11. Select the Charge option

?

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NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Once-off global payment

123456

Payment Details

Settlement account

MORNE HUSSELMANN - 62232391467

Payment currency

British Sterling (GBP)

Specify amount in

GBPNAD

Amount in GBP

10.00

My/Our reference

TEST

Their reference

TEST

Value date

29 Nov 2018

Charge details

Charge option

OUR - All charges for applicants account

10

11

12. If no pre-booked deal was made select No and then Continue. If you have a deal select Yes then search the deal by deal reference number

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

HelpContact UsInboxLog Out

Once-off global payment

DownloadPrint

123456

Pre-booked deals

Have you pre-booked a deal with FNB or RMB?

NoYes

12

CLUD 6016562 | Support 5373868 | TECH REF 1 K-20181127195405 | BF 190

BackSave & ExitCancelContinue

13. Now add the BoP code for the type of payment you are making, this is now 5 numbers and not 3 as before, see attached list of new BOP codes.

Menu

Logoff

123456

Regulatory reporting

Please Note

Please indicate the nature of the payment for regulatory reporting purposes. For ease of reference, you may search for the applicable code/ description via key word (for example, Imports, Exports, Services, etc.) or by BoP code, if known.

Country

UNITED STATES

Outstanding amount to be allocated

USD 10.00

13

Regulatory reporting summary

What would you like to add?
Add a BoP code

⊕ Add

BoP code	Allocation amount
No items to display.	

×

Search Results

BoP code and description

103 - 01 Import payments - excl capital goods and mining resources

103 - 02 Import payment - Capital Goods

103 - 03 Import payment - Gold

103 - 04 Import payment - Platinum

103 - 06 Import payment - Refined petroleum products

103 - 07 Import payment - Diamonds

103 - 08 Import payment - Steel

103 - 11 Imports via the Namibian Post Office

Back

14. Select the Regulatory Declaration and the Terms and Conditions
15. Then Continue

14

1

2

3

4

5

6

Regulatory Declaration

☒

I/We the undersigned hereby declare that no validation of the intended recipient account name against the recipient account number and BIC code shall be done in respect of payments.

Please Note

• NB!! Kindly note that cross-border payments to non-CMA countries (Common Monetary Area countries which consists of Lesotho, Namibia, South Africa and Swaziland), are subject to Exchange Control Regulations. An Exchange Control Consultant will contact you to supply documentary evidence in support of your payment. Payments are therefore not finalised until this requirement is fully adhered to.

• A Forex Payment is the fastest electronic way to exchange foreign money from one country to another, via SWIFT (Society for Worldwide Inter-bank Financial Telecommunication). It is secure and convenient!

• For Wealth, Forex or Business queries please contact

• Contact centre 1404

• Tel: +26461 299 2222

• Fax: +26461 299 7333

• Email: carenamibia@fnbnamibia.com.na

• For Corporate queries please contact the RMB Client Service Centre

• Email: csc@rmb.com.na

• Tel: +264 (61) 299-8899

Terms and Conditions

☒

I/We agree to the [terms and conditions](#).

15

CLID 6016562 | Support 5373868 | TECH REF 1 K-20180909192639 | BF 191

<https://www.online.fnbnamibia.com.na/banking/main.jsp#>

Back

Save & Exit

Cancel

Continue

Authorisation

1. The payment then moves from the capturer to the authoriser which needs to select the authorisation needed under Global Payments
2. Now select the payment you want to authorise
3. Select the Authorisation button

Forex

Global Payments

Global Beneficiaries

Global Transfers

Create + Maintain

Authorisation Needed

Get Quote

History

Download

Print

Authorise

1

Global Payments

Search

Name	Payment Type	Reference	Payment Amount	Status	Select All
TEST BENEFICIARY (PTY) LTD	Once-Off	655730	GBP 10.00	Authorisation Requested	<div><input checked="" type="checkbox"/></div>

2

3

Reject

Authorise

Once fully authorised the payment moves into the get Quote tab

1. Select the Get Quote button and then select Get Quote

The screenshot shows the FNB Forex interface. The top navigation bar includes links for News, My Bank Accounts, Transfers, Payments, Recipients, Liquidity Management, Forex, Authorise, Profiles, and Business Solutions. The main content area is titled 'Forex' and has tabs for Global Payments, Global Beneficiaries, and Global Transfers. Under 'Global Payments', there are buttons for 'Create + Maintain', 'Authorisation Needed', 'Get Quote', and 'History'. The 'Get Quote' button is circled with a red '1'. Below this, there is a 'Process Payments' section and an 'All Applications' table. The table has columns for Beneficiary Alias, Account number, CCY, Amount, and Application reference. The first row shows 'TEST BENEFICIARY (PTY) LTD', '62232391467', 'GBP', '10.00', and '655730'. A 'Get Quote' button is at the end of the row, also circled with a red '1'.

2. You now have 120 seconds to accept or decline the quote. If accepted the payment will now be finalized and will move to an in progress status

The screenshot shows the 'Please confirm' screen for a quote. The top navigation bar is the same as the previous screenshot. The main content area is titled 'Please confirm' and has a 'Quote' section. A timer shows '118 seconds remaining', with the '118' circled in orange. Below the timer, there are details for the quote: Value Date (12 Sep 2018), Effective Rate of Exchange (1 (GBP) : 20.0345985 (NAD)), GBP Amount (100.00), and NAD Amount (2,003.46). There is a 'Charge Details' section with a 'Charge Account' (62232391467). Below this, there is a table for 'Charge Details' with columns for Type and Amount. The first row shows 'OUR' and 'NAD 108.00'. At the bottom, there is a 'Transaction Details' section with a long string of text: 'CLID 6016562 | Support 5373868 | TECH REF 1 K-20180909195028 | BF 191'. At the bottom right, there are 'Decline' and 'Accept' buttons. A red '2' is circled around the bottom right area.

3. If decline you will need to give a specific reason as to why this is declined

The screenshot shows a 'Decline' dialog box. The title is 'Decline'. Below it, there is a 'Decline Reason' section. It shows the 'Application Number' as '655730'. Below that, there is a text input field with the placeholder text 'Please Specify a Decline Reason'. The input field is circled with a red '1'. At the bottom right of the dialog box, there are 'Cancel' and 'Decline' buttons. A red '3' is circled around the input field.

Once the quote is accepted then documentation still needs to be send through to the Swift email for Regulatory reasons and the mail is SWIFTNamibia@rmb.com.na

Beneficiary Payments

1. Select the forex tab
2. Select the Global Payments tab
3. Select the add button
4. Select pay beneficiaries

Forex

Global Payments Global Beneficiaries Global Transfers

Create + Maintain Authorisation Needed Process Payment History

Download Print

Global Payments

Name	Reference	Payment Amount	Status
No items to display.			

What would you like to add?
Pay Beneficiary
Once-Off Payment

Add

5. Select pay next to the beneficiary that needs to be paid

Global Beneficiary Payments

Global Payments Global Beneficiaries Global Transfers

Download Print

Authorised Beneficiaries

Search

Beneficiary name	Beneficiary alias	Country	Account number	Currency	Status
AUSTRALIA GOLD REAGENTS PTY LTD	AUS001	AU	697100	USD	Authorised
GERMAN TEST 1	GT1	DE	DE1967080500830820200	EUR	Authorised
QUALITY AIRCRAFT ACE	QAA	US	28793373	USD	Authorised
TEST	TEST1	GB	GB123456789000	GBP	Authorised
TEST BENEFICIARY	TEST	DE	DE1967080500830820200	EUR	Authorised

Pay

6. Select the account you are paying from
7. Check that the applicant details are correct and then Continue

Applicant Details

Pay from: Consumer Currency Cheque Account - 62006743985 (GBP)

First Name: AI

Surname: YEONITTA

ID Type: Namibian ID Number

ID number: 71032400012

Date of Birth: 24 Mar 1971

Contact first name: AI

Contact surname: YEONITTA

Cellphone: 083 2818800

Telephone: 011 9809700

Fax (Optional): Code Number

Email: PKI@FNB.CO.ZA

Preferred contact method: Email

Applicant physical address

Cancel Continue

8. Check that the beneficiary details are correct and then continue

?

Help

Contact Us

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Once-off global payment

123456

Beneficiary details

Beneficiary nameTEST BENEFICIARY

Beneficiary aliasTEST

Beneficiary physical address

Address line 11 TEST STRASSE

Address line 23256 AVENUE

SuburbSINSHEIM

CityMUNICH

CountryGERMANY

Beneficiary banking details

CountryGERMANY

IBANDE19670800500830820200

Account currencyEUR

CLID 6016562 | Support 5373868 | TECH REF 1 K-20181127202100 | BF 190

BackCancelContinue

9. Complete the Payment Details
10. Select the Charge option and then Continue

?

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Inbox

Log Out

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Once-off global payment

123456

Payment Details

Settlement accountMORNE HUSSELMANN - 62232391467

Payment currencyEuro Currency (EUR)

Specify amount inEURNAD

Amount in EUR10.00

My/Our referenceTEST

Their referenceTEST

Value date29 Nov 2018

Charge details

Charge optionOUR - All charges for applicants account

CLID 6016562 | Support 5373868 | TECH REF 1 K-20181127202200 | BF 190

BackSave & ExitCancelContinue

11. If a pre-booked deal has been made select Yes and search by deal reference number. If no deal has been made select No and then Continue

HelpContact UsInboxLog Out

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Once-off global payment

DownloadPrint

123456

Pre-booked deals

Have you pre-booked a deal with FNB or RMB?


NoYes

11

CLID 6016562 | Support 5373868 | TECH REF 1 K-20181127202322 | BF 190

BackSave & ExitCancelContinue

12. Now select add an select add a BOP code.
13. Select the BOP code that relates to the Payment and then continue, attached is list of new codes.

Menu

Logoff

123456

Regulatory reporting

Please Note

Please indicate the nature of the payment for regulatory reporting purposes. For ease of reference, you may search for the applicable code/ description via key word (for example, Imports, Exports, Services, etc.) or by BoP code, if known.

Country supplying goods/services

Country

UNITED STATES

Outstanding amount to be allocated

USD 10.00

Regulatory reporting summary

BoP code

Allocation amount

No items to display.

What would you like to add?

Add a BoP code

Add

Search Results

BoP code and description

103 - 01 Import payments - excl capital goods and mining resources

103 - 02 Import payment - Capital Goods

103 - 03 Import payment - Gold

103 - 04 Import payment - Platinum

103 - 06 Import payment - Refined petroleum products

103 - 07 Import payment - Diamonds

103 - 08 Import payment - Steel

103 - 11 Imports via the Namibian Post Office

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14. Accept the Regulatory Declaration and Terms and Conditions and then Continue

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NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Global Payments

123456

Regulatory Declaration

☒ I/We the undersigned hereby declare that no validation of the intended recipient account name against the recipient account number and BIC code shall be done in respect of payments.

Please Note

- NBII Kindly note that cross-border payments to non-CMA countries (Common Monetary Area countries which consists of Lesotho, Namibia, South Africa and Swaziland), are subject to Exchange Control Regulations. An Exchange Control Consultant will contact you to supply documentary evidence in support of your payment. Payments are therefore not finalised until this requirement is fully adhered to.
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 - Tel: +26461 299 2222
 - Fax: +26461 299 7333
 - Email: carenamibia@fnbnamibia.com.na
- For Corporate queries please contact the RMB Client Service Centre
 - Email: csc@rmb.com.na
 - Tel: +264 (61) 299-8899

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Terms and Conditions

CLID 6016562 | Support 5373868 | TECH REF 1 K-20181127202831 | BF 190

BackSave & ExitCancelContinue

The payment will now move to the authorisation needed tab

15. Select authorisation needed under the Global Payments tab

16. Select the Payment and the Authorise this

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NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Forex

Global PaymentsGlobal BeneficiariesGlobal Transfers

Create + MaintainAuthorisation NeededGet QuoteHistoryDownloadPrint

Authorise

Global Payments

Search

15

Name	Payment Type	Reference	Payment Amount	Status	Select All
TEST BENEFICIARY	Beneficiary	655731	EUR 10.00	Authorisation Requested	<input type="checkbox"/>

16

RejectAuthorise

CLID 6016562 | Support 5373868 | TECH REF 1 K-20181127202939 | BF 190

- Now the payment will move to the get quote option
- 17. Select the Get quote button
 - 18. Select Get quote next to the payment

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Forex

Global PaymentsGlobal BeneficiariesGlobal Transfers

Create + MaintainAuthorisation NeededGet QuoteHistoryDownloadPrint

Process Payments17

All ApplicationsSearch

Beneficiary Alias	Account number	CCY	Amount	Application reference	
TEST BENEFICIARY	62232391467	EUR	10.00	655731	Get QuoteDe-Auth18

CLID 6016562 | Support 5373668 | TECH REF 1 K-20181127203335 | BF 191

- 19. You will 120 seconds to accept the quote or decline. If accepted the payment will be done and will move to an in-progress status

NewsMy Bank AccountsTransfersPaymentsRecipientsLiquidity ManagementForexAuthoriseProfilesBusiness Solutions

Please confirm

Quote

118 seconds remaining

Value Date29 Nov 2018

Effective Rate of Exchange1 (EUR) : 15.9698807 (NAD)

EUR Amount10.00

NAD Amount159.70

Charge Details

Charge Account62232391467

Charge Details

Type	Amount
OUR	NAD 108.00

SearchDownloadPrint19

CLID 6016562 | Support 5373668 | TECH REF 1 K-20181127203628 | BF 191

DeclineAccept

If declined, then a specific reason need to be given for this

Decline

Decline Reason

Application Number: 655731

Please Specify a Decline Reason: TEST

Buttons: Cancel, Decline

Global transfers

1. Select the global transfers tab

2. Create the transfer name and then select the from account
3. Select continue

Forex

Settlement Account

Account to be debited

Transfer Name: TEST TRANSFER

Transfer From Account: MORNE HUSSELMANN - 62232391467 (NAD)

Buttons: Cancel, Continue

4. Check that all the block are completed and then continue

FNB

News

My Bank Accounts

Transfers

Payments

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Liquidity Management

Forex

Authorise

Profiles

Business Solutions

?

Log Out

Global Transfer

1

2

3

4

5

Applicant Details

Name

MORNE HUSSELMANN

Applicant Physical Address

Address line 1

ERF 247 SATURN ST

Address line 2

Suburb

DORADO PARK

City

WINDHOEK

Country

NAMIBIA

Province/State

KHOMAS

Postal/ZIP code

0000

CLID 6016562 | Support 5373868 | TECH REF 1 K-20190507095032 | BF 196

Cancel

Continue

5. Select the to account and then complete the transfer detail
6. Select continue

Global Transfer

1

2

3

4

5

Transaction Details

Transfer From

Business Currency Cheque Account - 62003555169 (EUR)

Transfer To

Corporate??cheque??account - 62003555218 (NAD)

Specify amount in

EUR

NAD

Amount

10.00

From reference

TEST

To reference

TEST

Value date

Today

CLID 60043692 | Support 8066386 | TECH REF 101 K-20190507100913 | FOREX BUILD REF - HOSTNAME: fx-rbdevdocker3 BUILD TAG: fxph-ocep/19.5 BUILD NUMBER: 61 | BF 191

Back

Save + Exit

Cancel

Continue

7. If deal was booked select yes and enter deal reference number and if not then select no and then continue

Please note that if a transaction is deemed to be BOP reportable than a BOP category will need to be selected for the transfer.

Global Transfer

1

2

3

4

5

Pre-booked deals

Have you pre-booked a deal with FNB or RMB?

No

Yes

CLID 60043692 | Support 8066386 | TECH REF 101 K-20190507101432 | FOREX BUILD REF - HOSTNAME: fx-rbdevdocker3 BUILD TAG: fxph-ocep/19.5 BUILD NUMBER: 61 | BF 191

Back

Save + Exit

Cancel

Continue

8. Select the regulatory declaration and terms and conditions by placing a tick in the appropriate boxes
9. Select submit

Global Transfers

1

2

3

4

5

Regulatory Declaration

☒ I/We the undersigned hereby declare that

I have read this document and know and understand the contents thereof;

The information furnished above is in all respects both true and correct;

The currency applied for will only be used for the specific purpose stated herein;

The documentation presented in support of this application is in all respects authentic;

I have been informed of the limit applicable to the above transaction and confirm that this limit will not be exceeded as a result of the conclusion of this transaction; and

I consent to this information being provided to the Inland Revenue and/or FIC.

Terms and Conditions

☒ I/We agree to the terms and conditions.

CLID 60043692 | Support 8066386 | TECH REF 101 K-20190507101725 | FOREX BUILD REF - HOSTNAME: fx-rbdevdocker3 BUILD TAG: fxph-ocep/19.5 BUILD NUMBER: 61 | BF 191

Back

Save + Exit

Cancel

Submit

Authorisation and Accepting OF Quote

Once the payment has been submitted the authoriser need to select the Global transfer tab and then select authorisation needed, if two authorisers are required then a second authoriser needs to authorise this as well. When authorisation is completed then select the get quote button and then next to the transfer select get quote and then accept the quote.

Once the quote is accepted then documentation still needs to be send through to the swift email for regulatory reasons and the mail is SWIFTNamibia@rmb.com.na

All the rights for the Forex tab need to be set by the administrators of the profile by going to the Profiles tab and maintain each user as per the users rights on the Online Banking Enterprise platform.

There is more to come to the forex tab in due time

Banking made easy, faster and convenient to your needs.