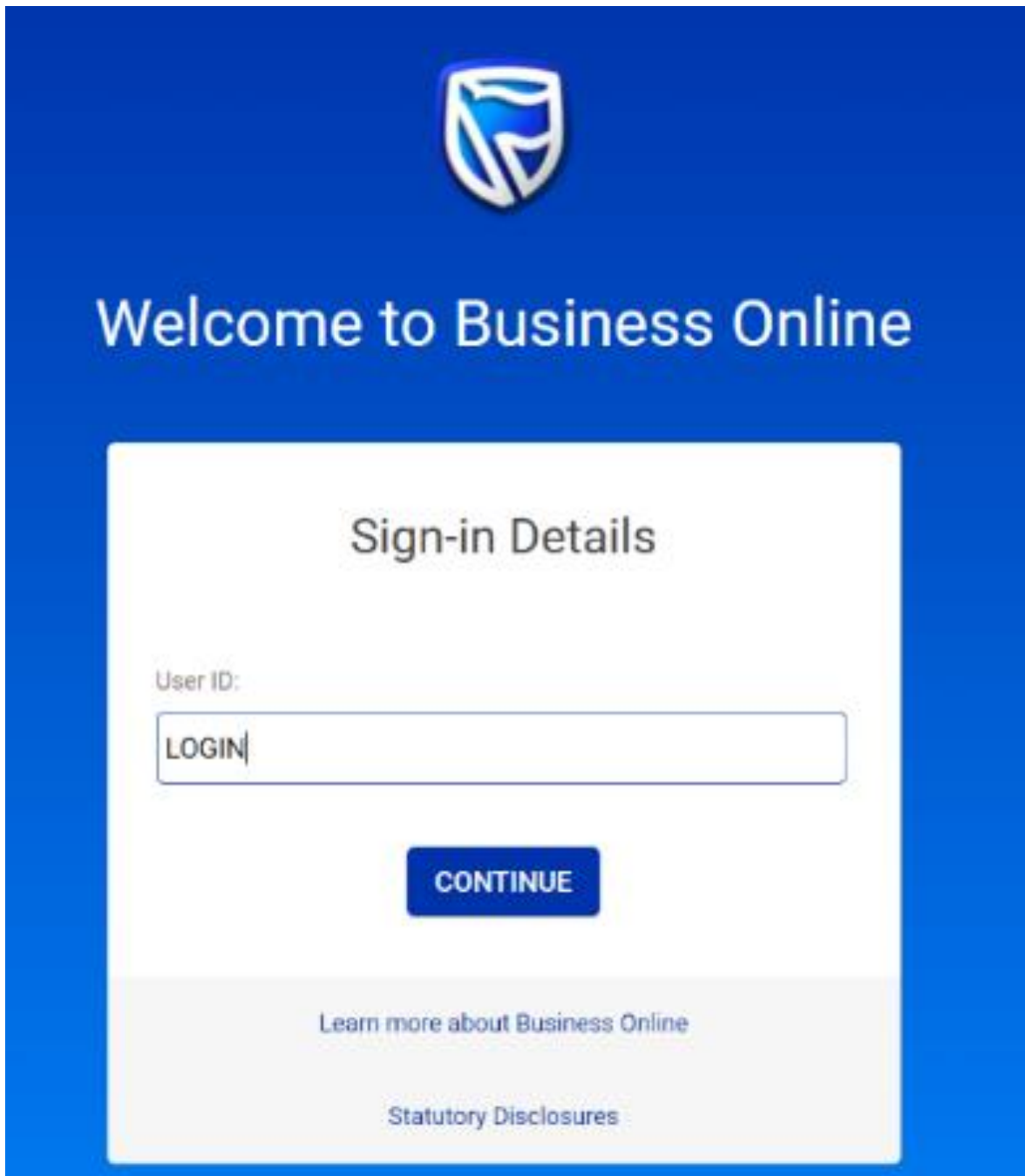


MANUAL ON VALIDATING NIP TRANSACTIONS

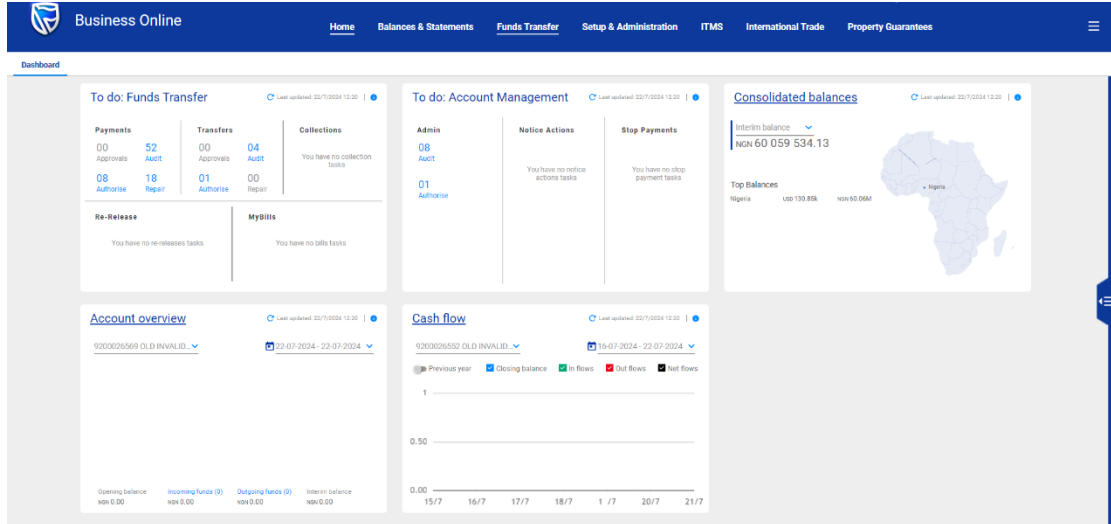
How to validate NIP transactions

Step 1: LOGIN to BOL



The screenshot shows the Stanbic IBTC Business Online login interface. At the top center is the bank's logo. Below it, the text "Welcome to Business Online" is displayed in white on a blue background. The main content area is a white box with the title "Sign-in Details". Underneath, there is a "User ID:" label followed by a text input field containing the word "LOGIN". Below the input field is a blue "CONTINUE" button. At the bottom of the white box, there are two links: "Learn more about Business Online" and "Statutory Disclosures".

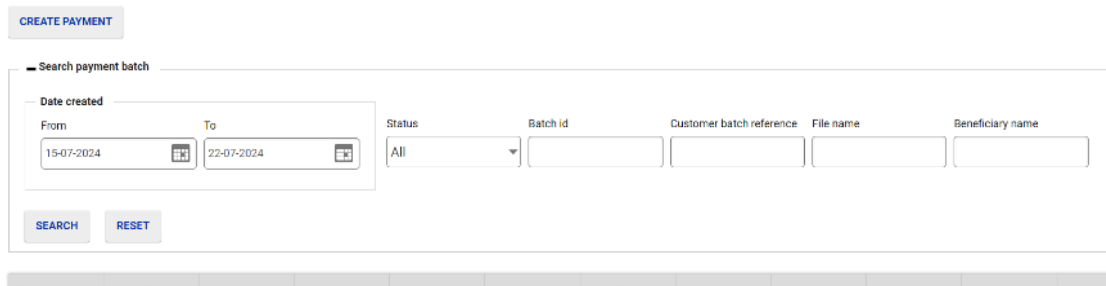
Step 2: Click on **Fund Transfer** on the dashboard



The screenshot shows the 'Business Online' dashboard with the 'Funds Transfer' menu item highlighted in the top navigation bar. The dashboard contains several widgets:

- To do: Funds Transfer**: A grid of tasks including Approvals (00, 08), Transfers (00, 04, 01), Collections (00), Re-Release, and MyBills.
- To do: Account Management**: A grid of tasks including Admin (08, 01), Notice Actions, and Stop Payments.
- Consolidated balances**: Shows an interim balance of NGN 60 059 534.13 and a map of Nigeria.
- Account overview**: A table showing account details for 9200026569 OLD INVALID.
- Cash flow**: A line chart showing cash flow trends from 15/7 to 21/7.

Step 3: Click on **Create Payment**

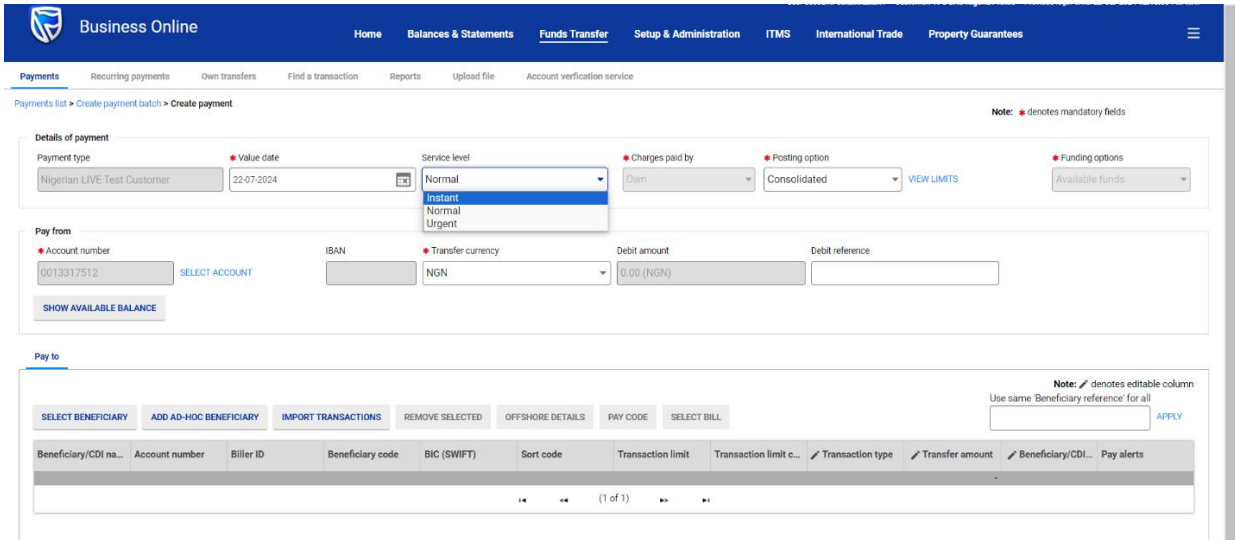


The 'CREATE PAYMENT' form includes a search section for payment batches:

- Search payment batch**: A search bar with filters for 'Date created' (From: 15-07-2024, To: 22-07-2024), 'Status' (All), 'Batch id', 'Customer batch reference', 'File name', and 'Beneficiary name'.
- SEARCH** and **RESET** buttons are located below the search filters.

Step 4: Select Service Level >> Instant

Then capture other payment details using either **Select Beneficiary**, **Add Ad-hoc Beneficiary** or **Import Transaction** options



Business Online Home Balances & Statements **Funds Transfer** Setup & Administration ITMS International Trade Property Guarantees

Payments Recurring payments Own transfers Find a transaction Reports Upload file Account verification service

Payments list > Create payment batch > Create payment Note: * denotes mandatory fields

Details of payment

Payment type: Nigerian LIVE Test Customer Value date: 22-07-2024 Service level: **Instant** (dropdown menu open showing Normal, Instant, Urgent) Charges paid by: Own Posting option: Consolidated Funding options: Available funds

Pay from

Account number: 0013317512 IBAN: [] Transfer currency: NGN Debit amount: 0.00 (NGN) Debit reference: []

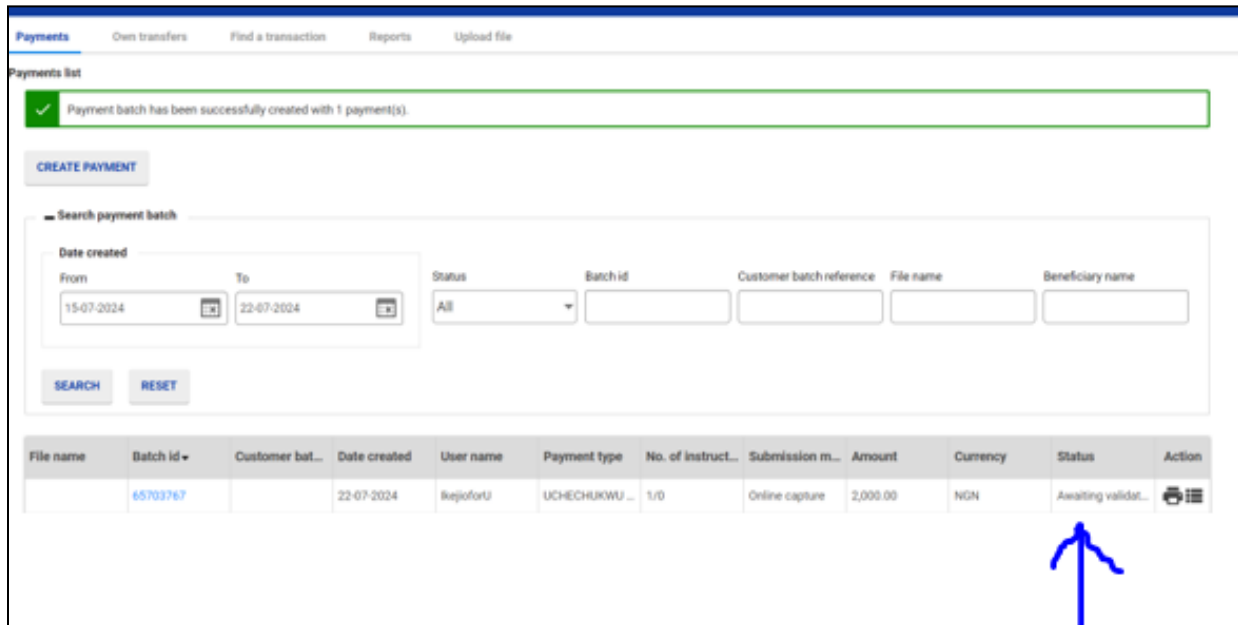
Pay to

SELECT BENEFICIARY ADD AD-HOC BENEFICIARY IMPORT TRANSACTIONS REMOVE SELECTED OFFSHORE DETAILS PAY CODE SELECT BILL

Beneficiary/CDI no...	Account number	Biller ID	Beneficiary code	BIC (SWIFT)	Sort code	Transaction limit	Transaction limit c...	Transaction type	Transfer amount	Beneficiary/CDL	Pay alerts

(1 of 1)

Upon creation, payment status will be **Awaiting Validation**



Payments Own transfers Find a transaction Reports Upload file

Payments list

Payment batch has been successfully created with 1 payment(s).

CREATE PAYMENT

Search payment batch

Date created: From 15-07-2024 To 22-07-2024 Status: All Batch id: [] Customer batch reference: [] File name: [] Beneficiary name: []

SEARCH RESET

File name	Batch id	Customer bat...	Date created	User name	Payment type	No. of Instruct...	Submission m...	Amount	Currency	Status	Action
	65703767		22-07-2024	Bejoforu	UCHECHUKWU ...	1/0	Online capture	2,000.00	NGN	Awaiting validat...	

Step 5: Refresh the screen until status changes to **Validation Complete**

Batch id 65703767	Customer batch reference	Status Validation complete	Submission mechanism Online capture	INSTRUCTION DETAILS OVERVIEW
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Payments Audit trail

Instruction id.	From account	Value date	No. of transaction...	Submission mech...	Currency	Amount	Status	Action
71521939	00000000000000000000	22-07-2024	2/0	Online capture	NGN	2,000.00	Validation complete	Print Instruction

(1 of 1)

Step 6: Click on the **Batch ID**

Payments Own transfers Find a transaction Reports Upload file

Payments list

Payment batch has been successfully created with 1 payment(s).

Search payment batch

Date created

From: 15-07-2024 To: 22-07-2024 Status: All Batch id: Customer batch reference: File name: B...

File name	Batch id	Customer bat...	Date created	User name	Payment type	No. of instruct...	Submission m...	Amount	Currency
	65703767		22-07-2024	kejioloru	UCHECHUKWU ...	1/0	Online capture	2,000.00	NGN

Then Instruction ID

Batch id
65703767

Customer batch reference

Status
Validation complete

Submission mechanism
Online capture

[INSTRUCTION DETAILS OVERVIEW](#)

Payments

Audit trail

Instruction id.	From account	Value date	No. of transaction...	Submission mech...	Currency	Amount	Status	Action
71521959	000	22-07-2024	2/0	Online capture	NGN	2,000.00	Validation complete	Print instruction

⏪ ⏩ (1 of 1) ⏪ ⏩

BATCH UPLOAD ERROR REPORT PRINT AUDIT EXPORT AUDIT

Accounts with name mismatch are highlighted in **Amber** (and highlighted in **Green** for all successful match)

However if the mismatched account names are verified okay, simply tick the box and click on **Proceed with successful and selected**

Validation results

Audit trail

Status

Validation successful
Validation failed
Account name mismatch

SEARCH RESET

<input type="checkbox"/>	User supplied account name	Returned account name	Account number	Transfer amount	Bank name	Status
<input type="checkbox"/>	Uche Ikejofor	IKELJOFOR UCHECHUKWU...	0122726267	2,000.00	GUARANTY TRUST BANK	ACCOUNT NAME MISMATCH
				2,000.00		

⏪ ⏩ (1 of 1) ⏪ ⏩

Payment then moves to verifier's queue as "awaiting audit" **OR** to Authorizer's queue with status as "pending authorization" for further actioning.

Validation results Audit trail

Search validation results

Status

Validation successful ✕ Validation failed ✕ Account name mismatch ✕ ▼

SEARCH RESET

<input checked="" type="checkbox"/>	User supplied account name	Returned account name	Account number	Transfer amount	Bank name	Status
<input checked="" type="checkbox"/>	Uche Ikejiofor	IKEJIOFOR UCHECHUKWU ...	0122726267	2,000.00	GUARANTY TRUST BANK	ACCOUNT NAME MISMATCH
				2,000.00		

(1 of 1)

PROCEED WITH SUCCESSFUL PROCEED WITH SUCCESSFUL AND SELECTED PRINT EXPORT BACK TO LIST

Viola! You are done.