AUTHORISING AN INTER-CUSTOMER TRANSFER

Guide

Standard Bank *IT CAN BE* ™

STEP ONE

- **Go to** international.standardbank.com
  or
  Go to wealthandinvestment.
  standardbank.com if you are a Wealth
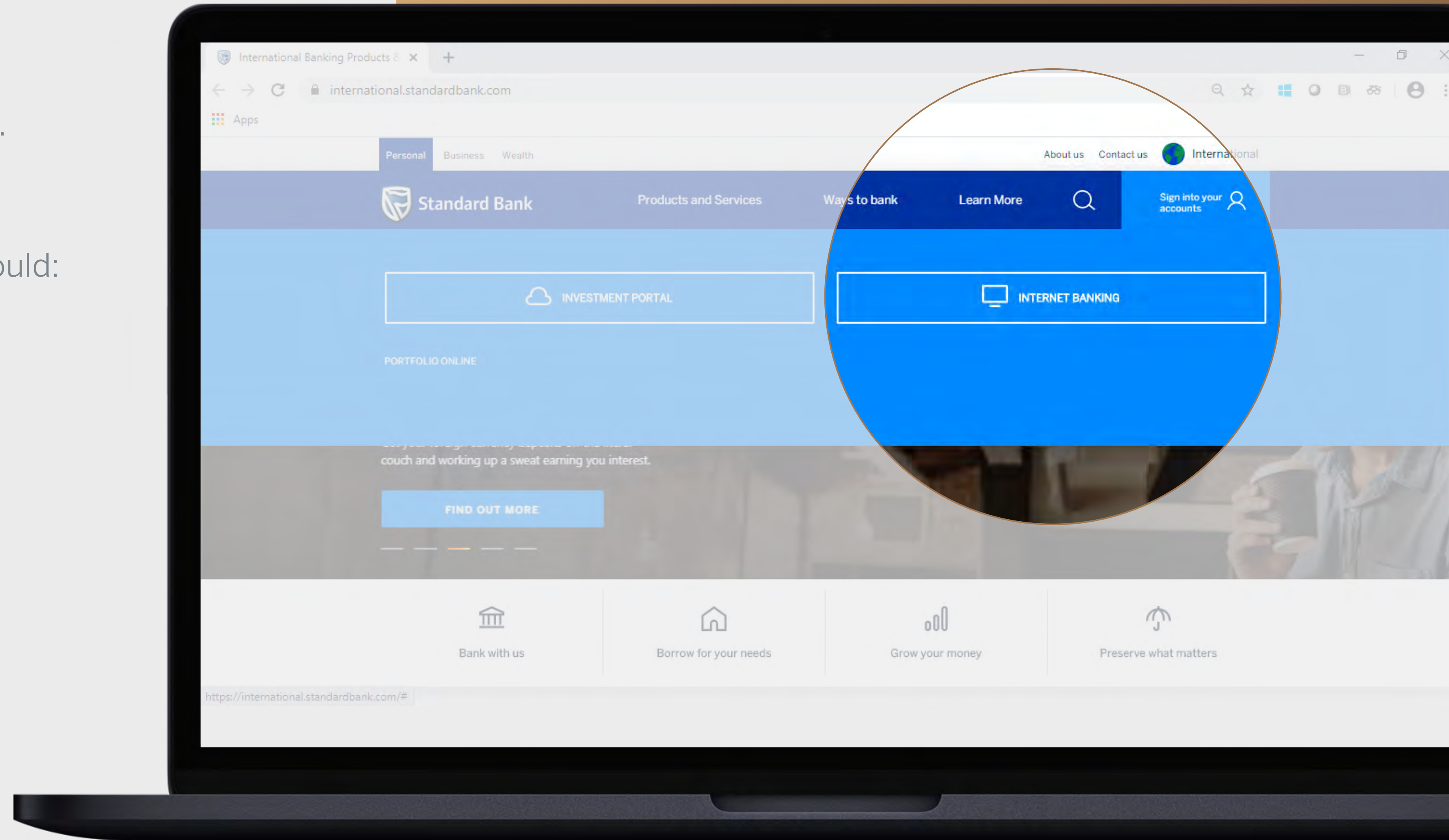 and Investment client.
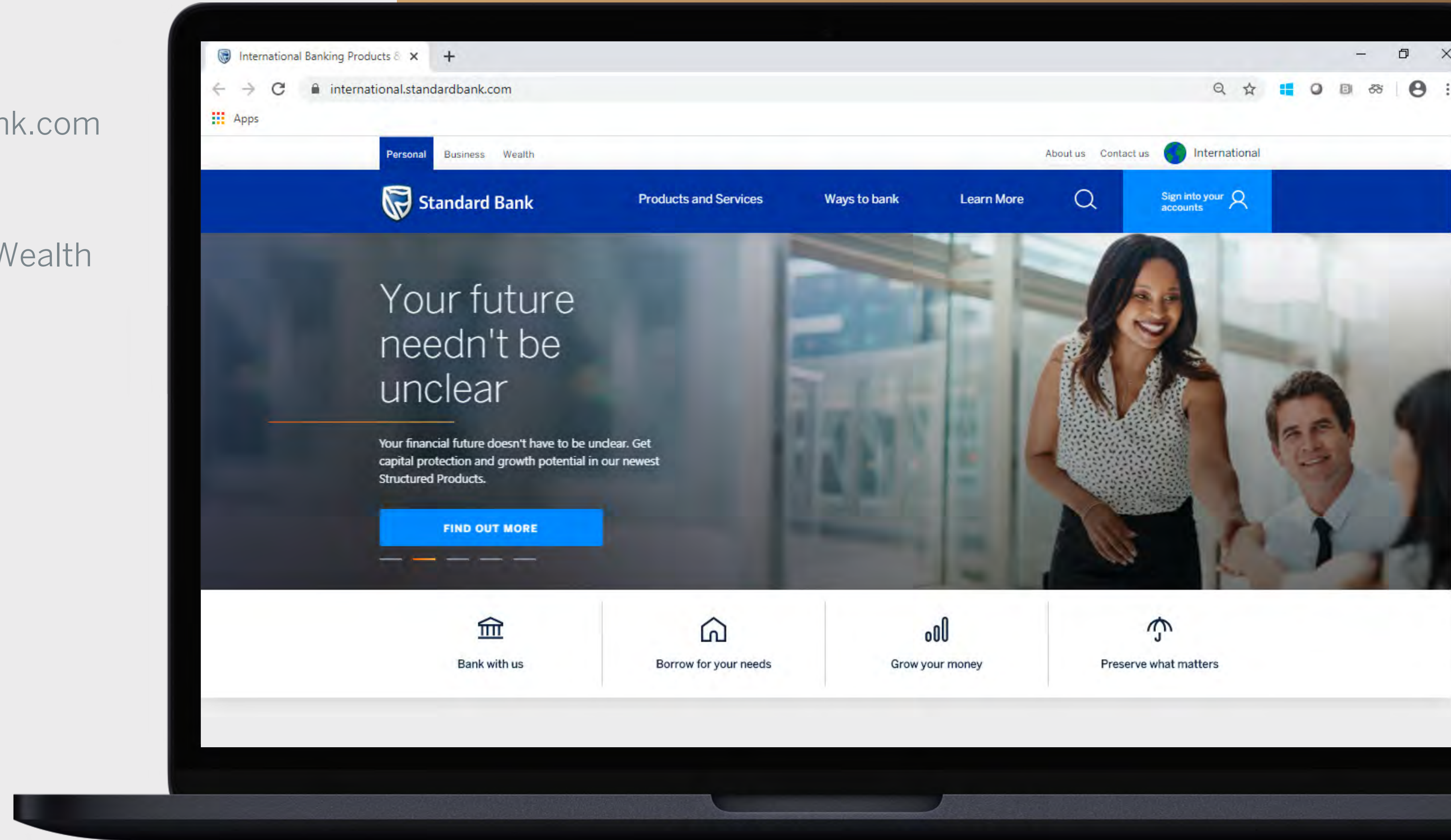
STEP TWO

- **Click** on Sign into your account.

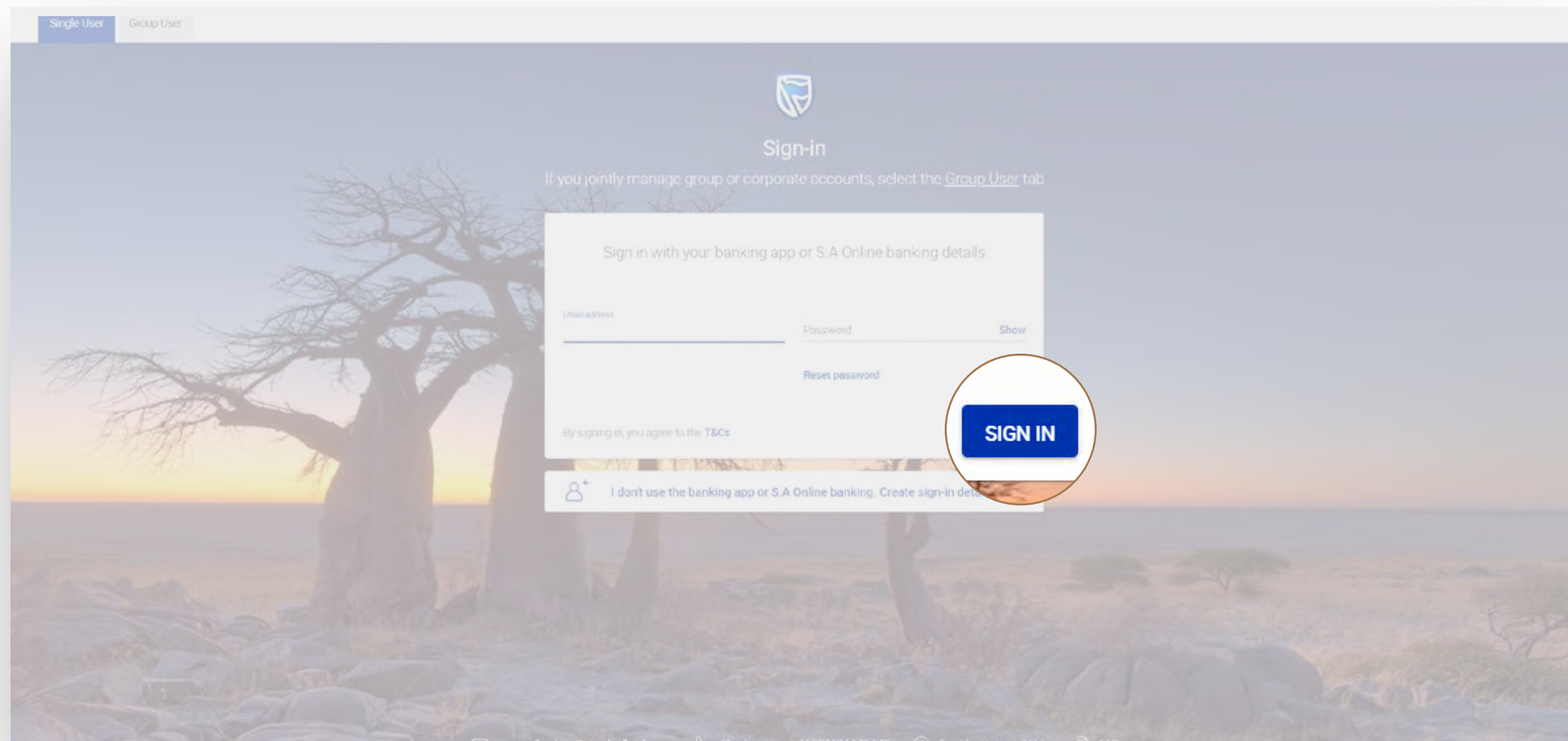- **Go to** INTERNET BANKING.

Wealth and Investment clients should:

- **Click** on Login and transact.
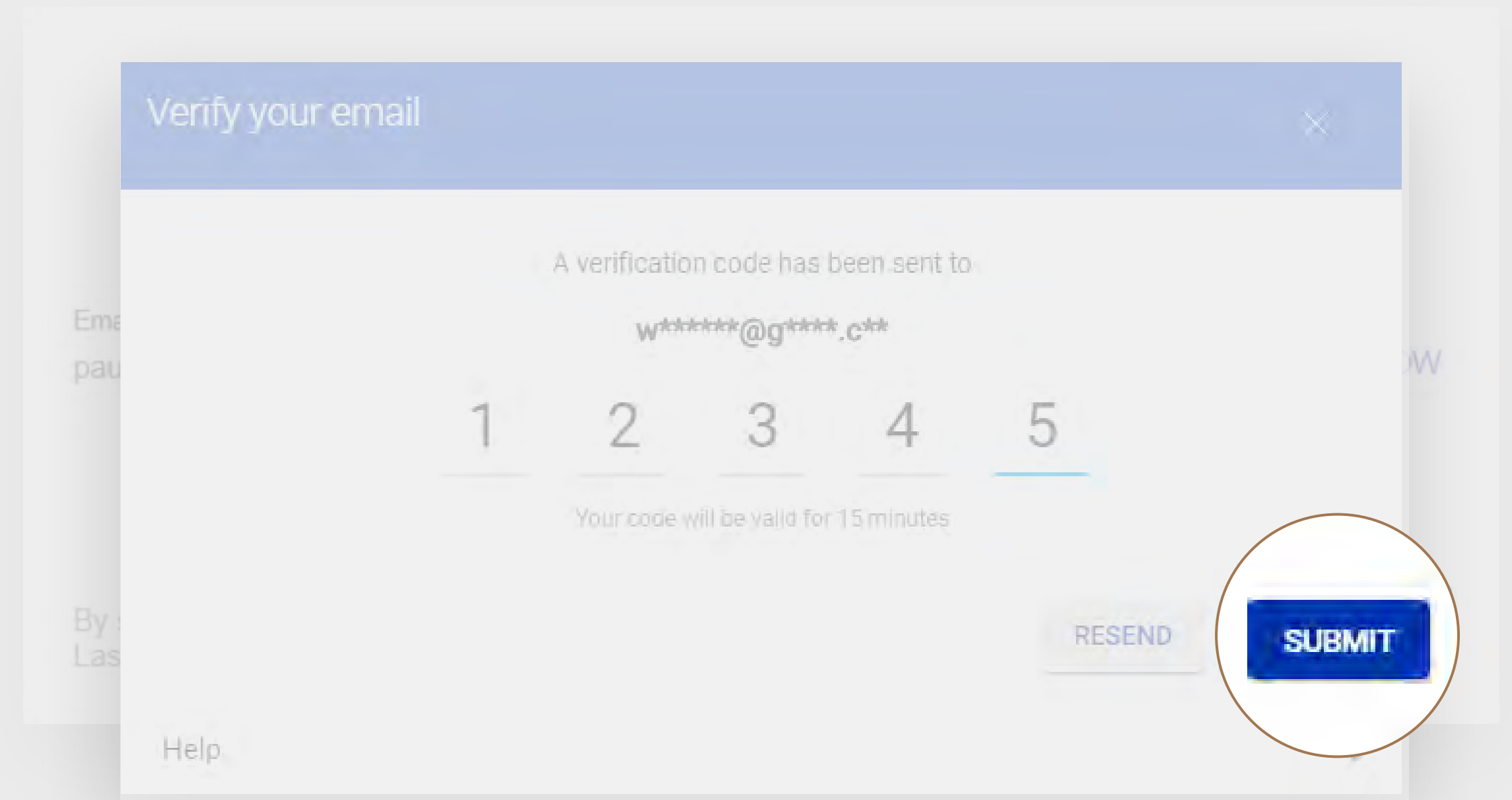
- **Go to** International Online.

STEP THREE

- **Sign in** with your Digital ID, banking app or S.A Online banking details.

STEP FOUR

- You may be asked to **check your email** for a verification code. Please enter this and **click** SUBMIT.

STEP FIVE

- All pending transactions will display any requests which are pending approval.

- **Click** on Customer Transfers.

STEP SIX

- To view the transfer, **click** on AUTHORISE.

STEP SEVEN

- Once you have reviewed the transfer, **click** either CANCEL or AUTHORISE.
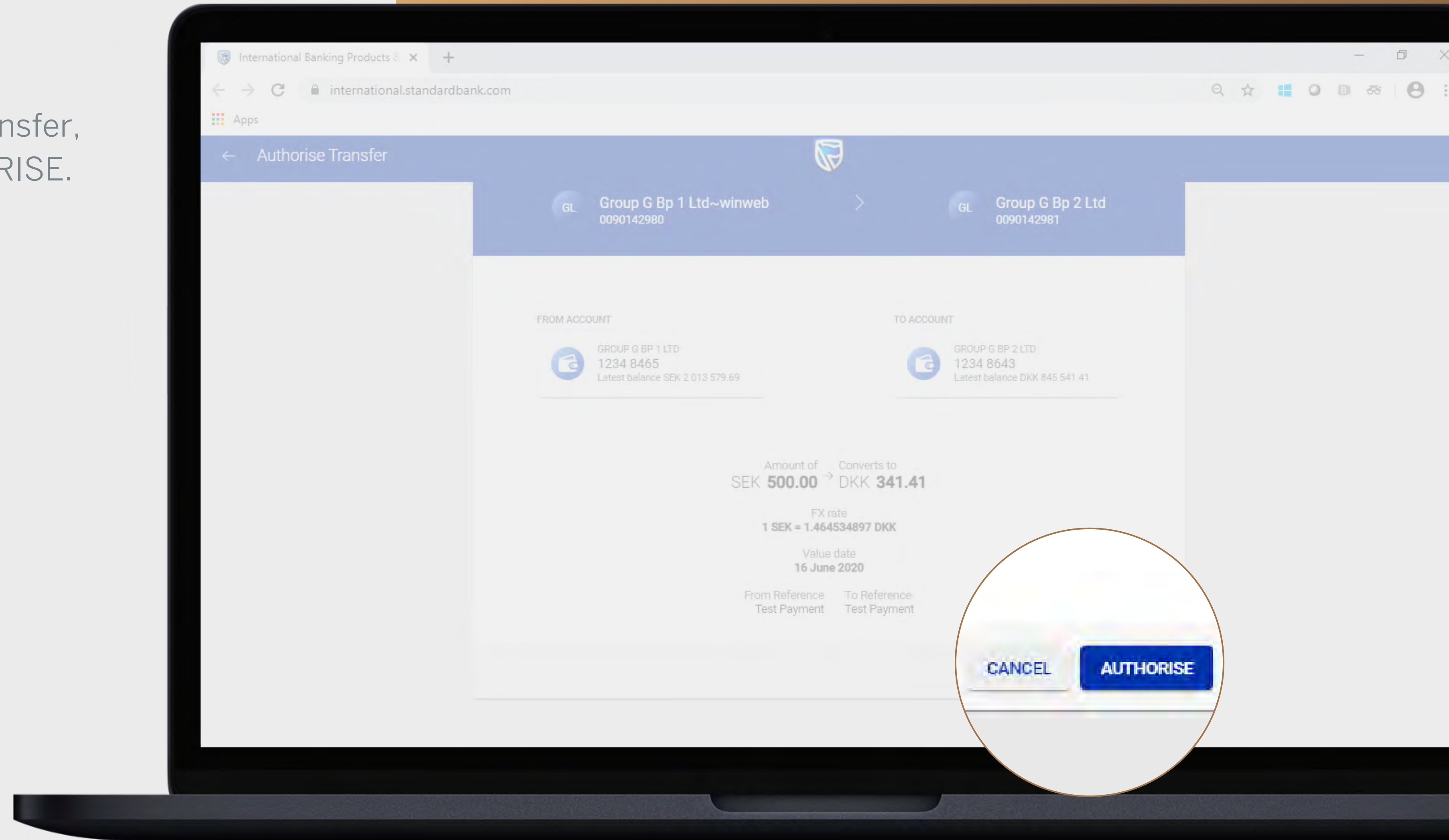
STEP EIGHT

- You will need to **enter the security code** on your token.

- **Click** SUBMIT.

Security Code

Enter the security code displayed on your token device

1   2   3   4   5   6

Your code will be valid for 30 minutes

By

La

Help

SUBMIT

STEP NINE

- Your transfer will be sent for authorisation by the next level authoriser if required.

STEP TEN

- You can **print** or **download** a copy of the transfer.
- **Click** DONE.

STEP ELEVEN

- You will be returned to your Pending transactions.
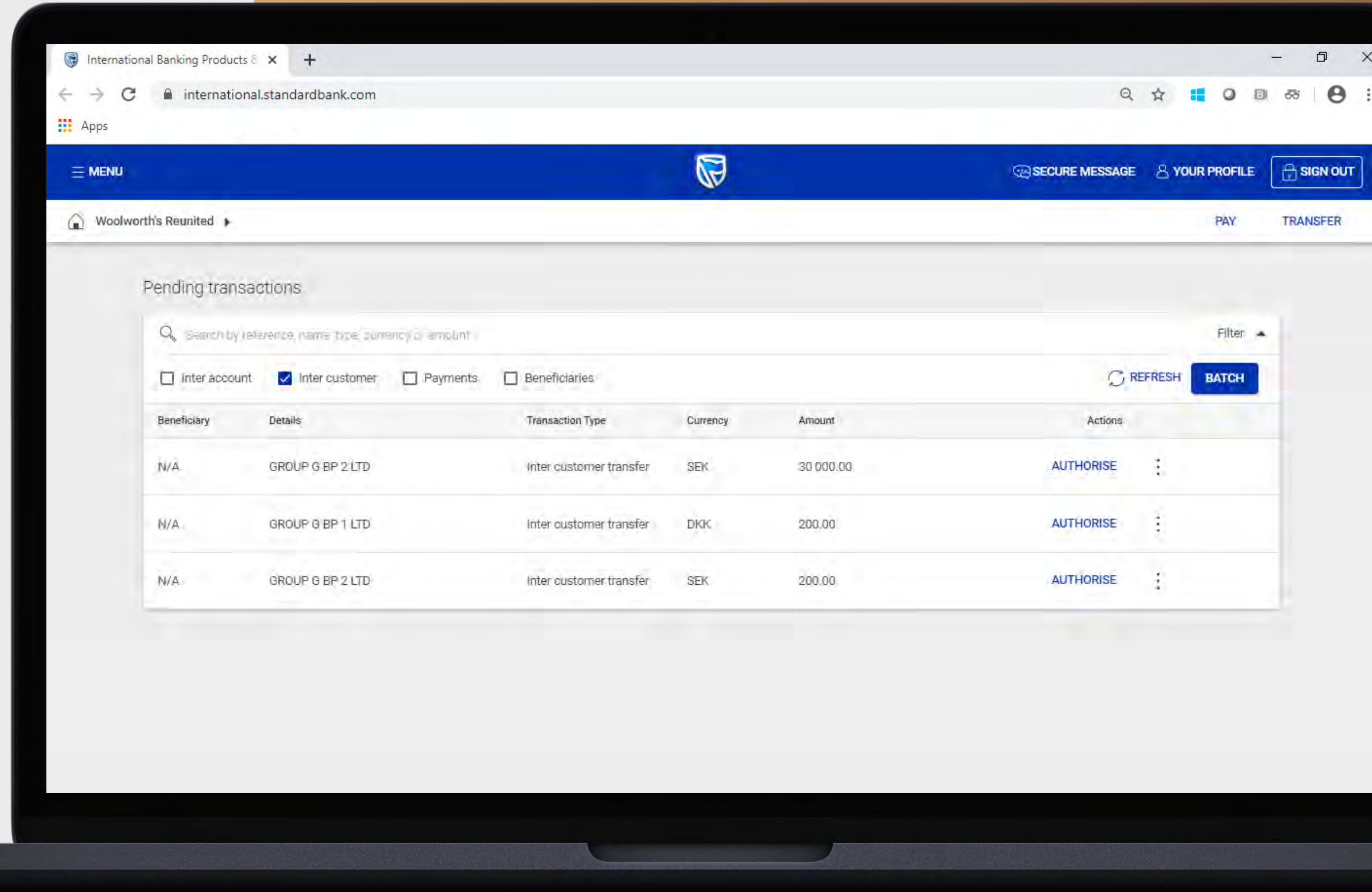
AUTHORISING A BATCH OF INTER-CUSTOMER TRANSFERS

Guide

Standard Bank *IT CAN BE* ™

STEP ONE

- **Sign into** internet banking.
- **Click** on Customer Transfers.

All pending transactions will display all requests which are pending approval.
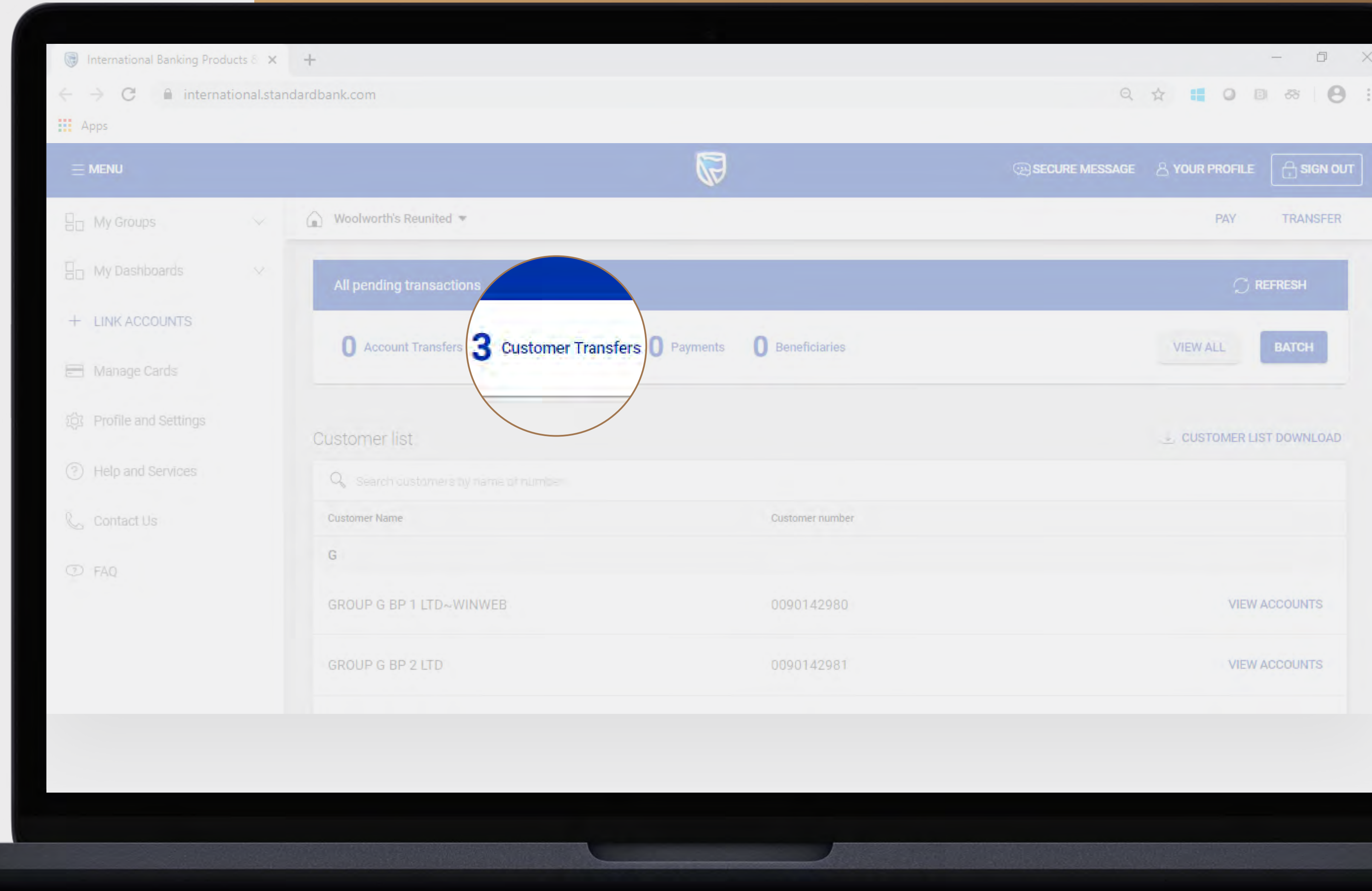
STEP TWO

- **Click** BATCH.

STEP THREE

- **Select** all of the transfers to be authorised.
- **Click** AUTHORISE once selected.

STEP FOUR

- **Review** the authorisations.

- Once you have reviewed the transfers, **click** either CANCEL or AUTHORISE.

← Batch Authorise

Batch Authorisation Review

All Transaction Details

GROUP G BP 2 LTD	GROUP G BP 2 LTD	Inter customer transfer	SEK 30 000.00
GROUP G BP 1 LTD	GROUP G BP 1 LTD	Inter customer transfer	DKK 200.00
GROUP G BP 2 LTD	GROUP G BP 2 LTD	Inter customer transfer	SEK 200.00

CANCEL   AUTHORISE
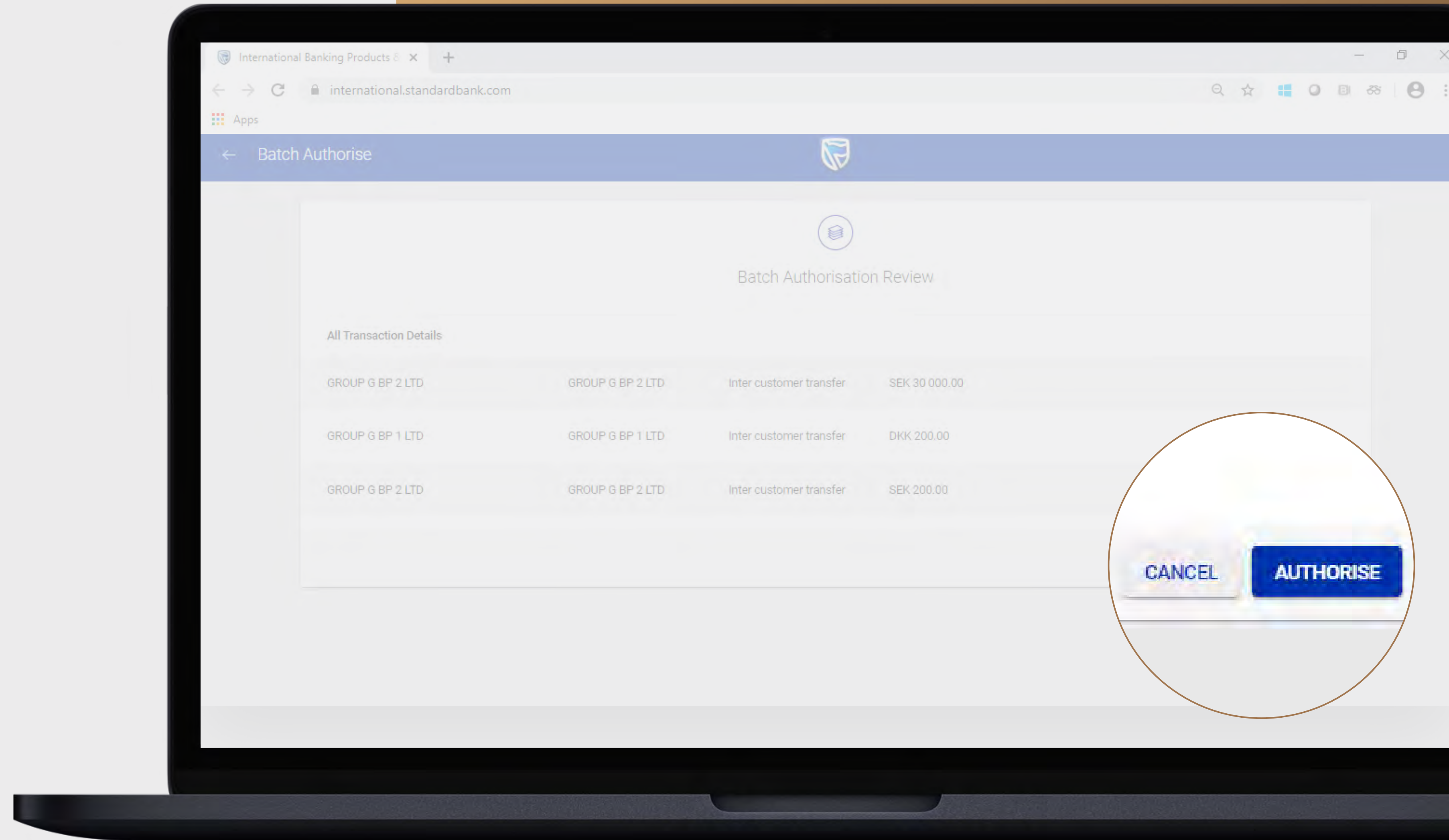
STEP FIVE

- You will need to **enter the security code** on your token.

- **Click** SUBMIT.

Security Code

Enter the security code displayed on your token device
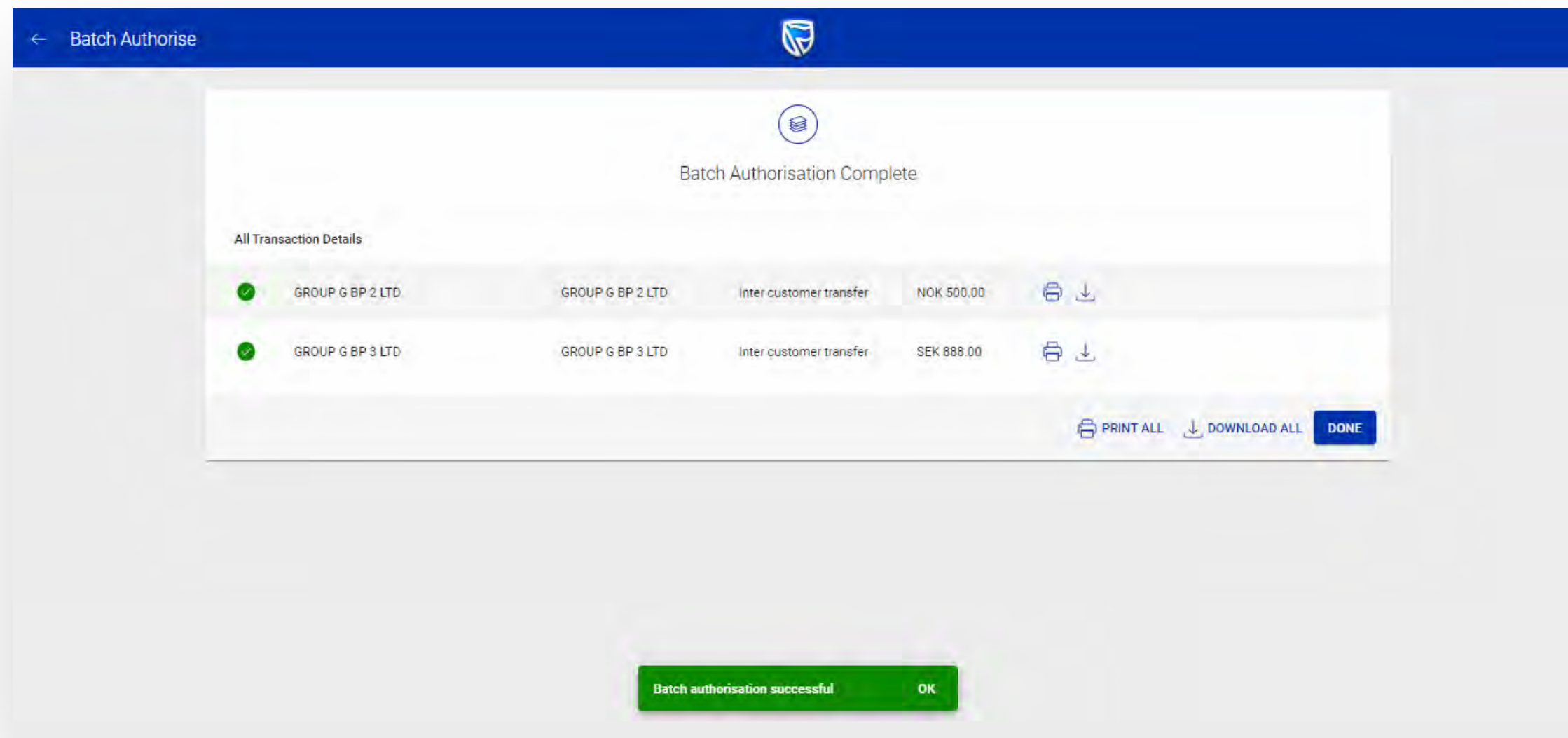
1   2   3   4   5   6

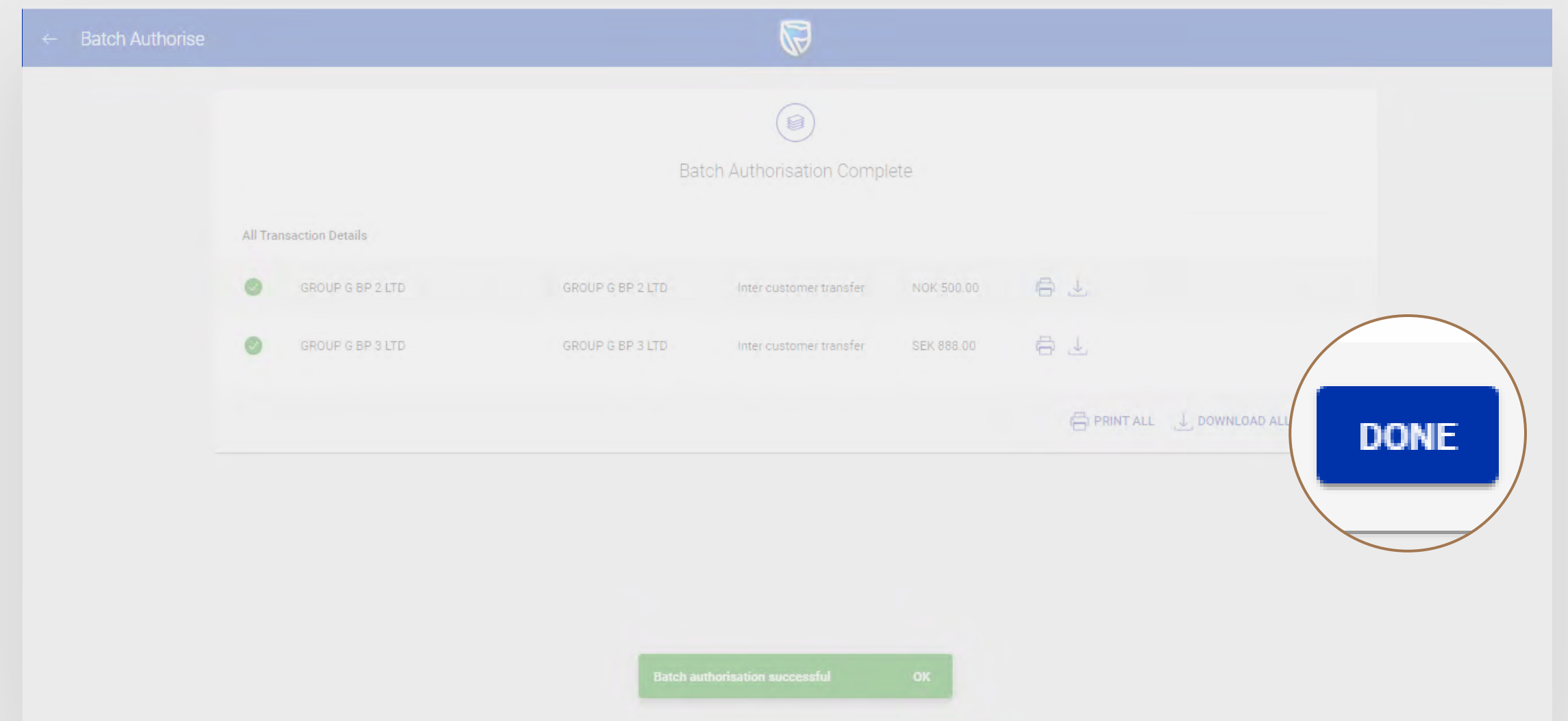Your code will be valid for 30 minutes

SUBMIT

Help

STEP SIX

- Your transfers will be sent for authorisation by the next level authoriser if required.


STEP SEVEN

- You can **print** or **download** a copy of the transfer.
- **Click** DONE.

STEP EIGHT

- If the payment(s) require a further level of approval they will remain visible but will be "greyed" out until approval is complete.

- Once the approval process has been completed your inter-customer transfer will no longer be displayed in the pending transactions window and will reflect on the account transaction history.
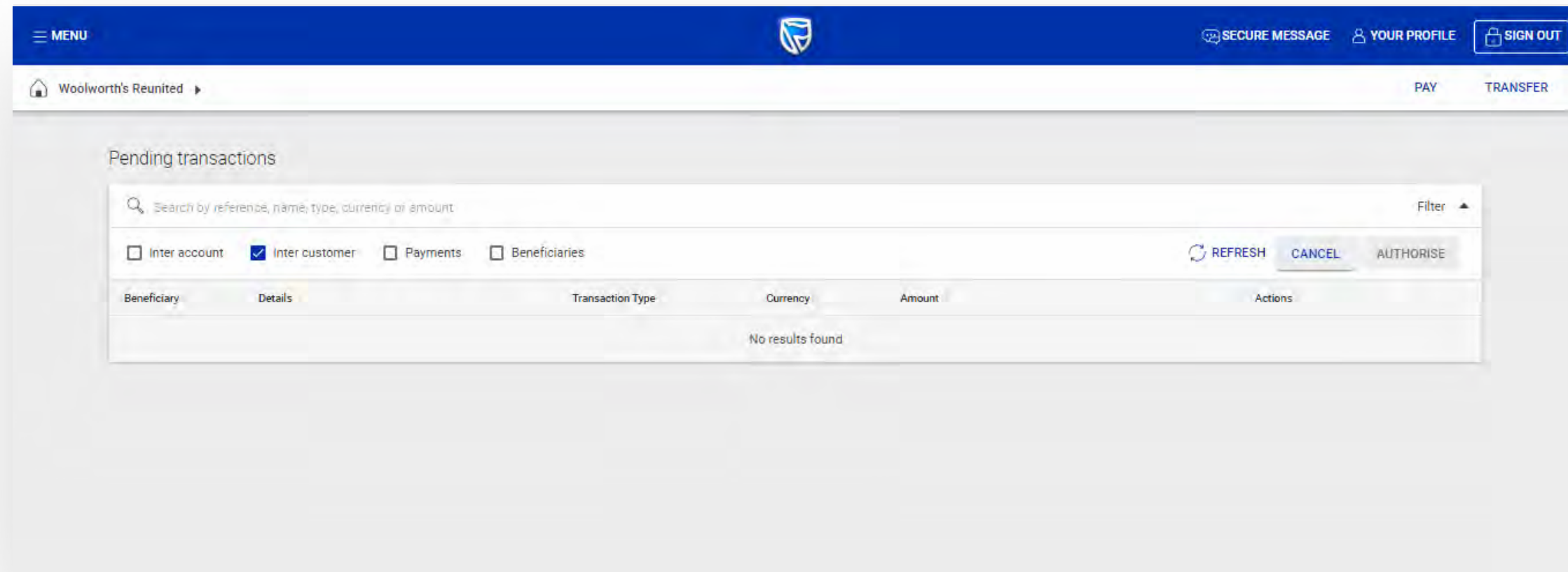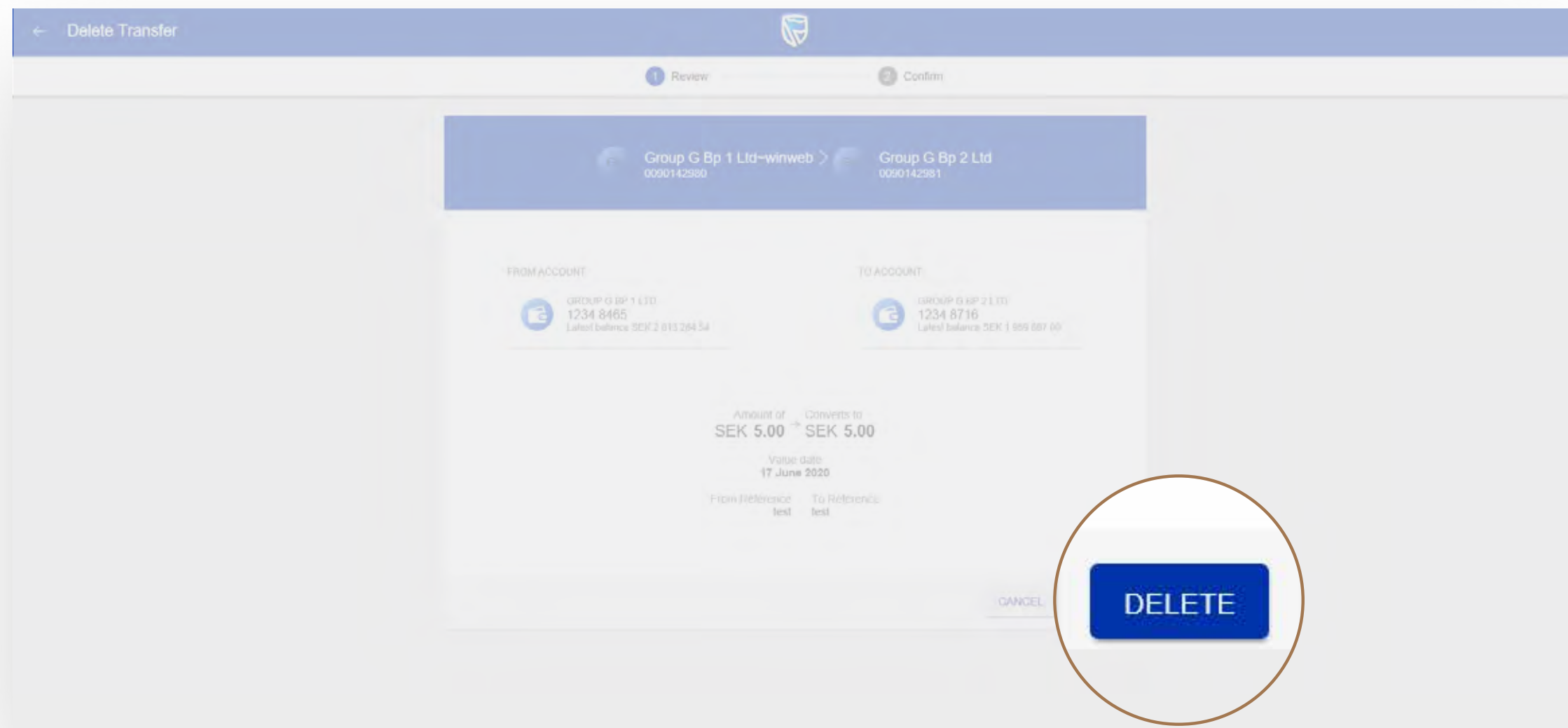
STEP NINE

- If you wish to reject the payment you can do this by **selecting the 3 dots**, followed by DELETE.
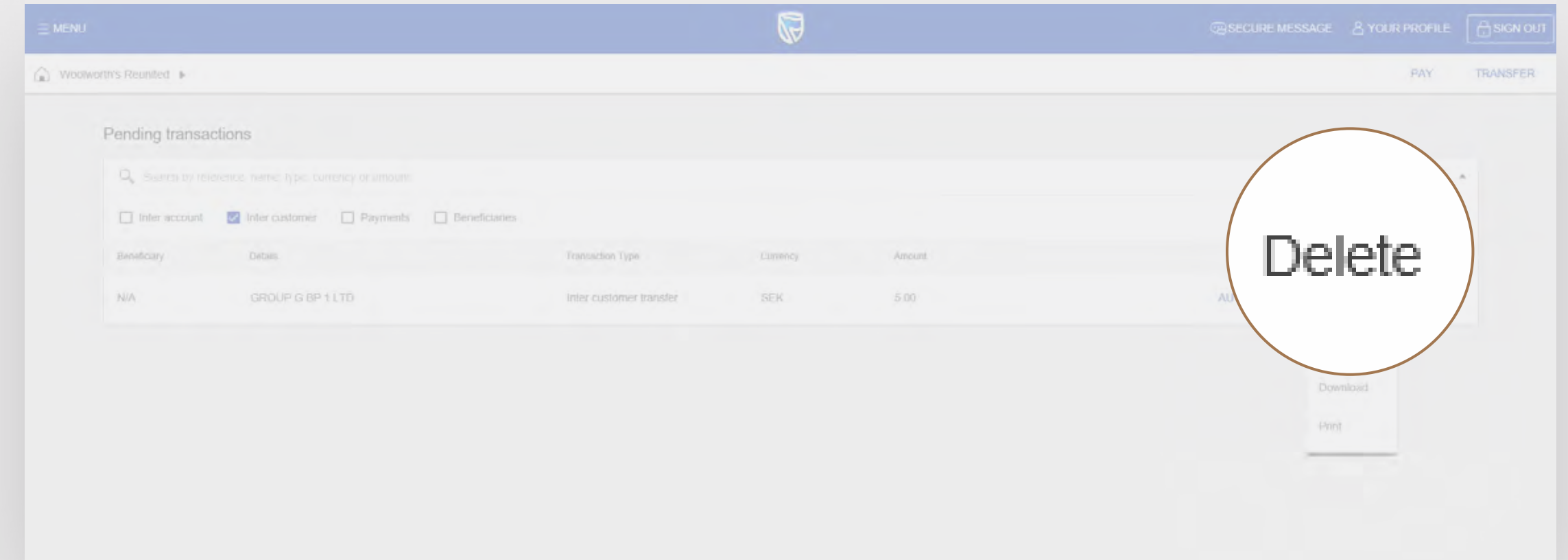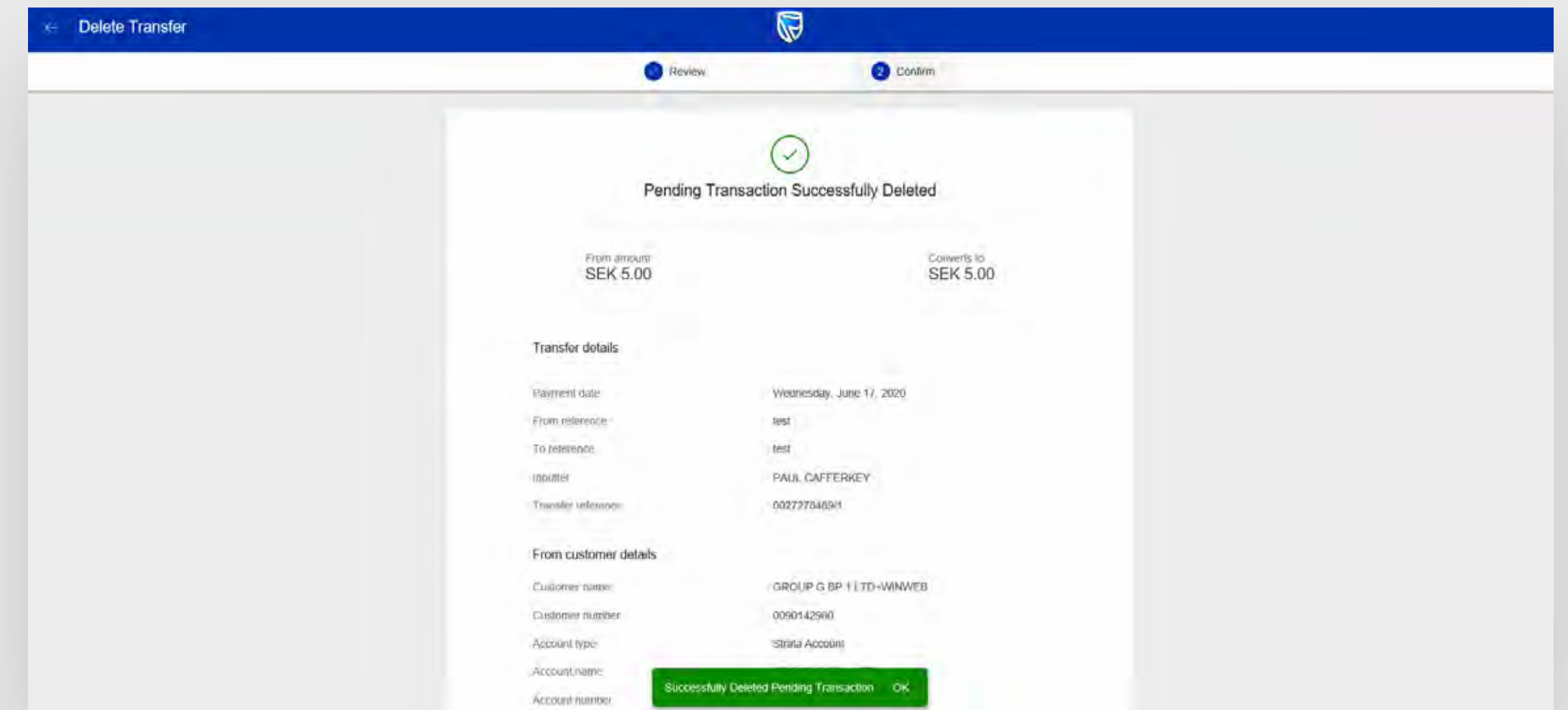

Delete

STEP TEN

- Review the transfer details and **click** DELETE.

STEP ELEVEN

- You will then be presented with a confirmation screen confirming the transfer has been deleted.

THANK YOU

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