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Corporate Banking
Version 0.01

RBL Bank BizBank

User Guide

RBL Bank BizBank App

Authorising Transactions #OnTheGo

Introduction

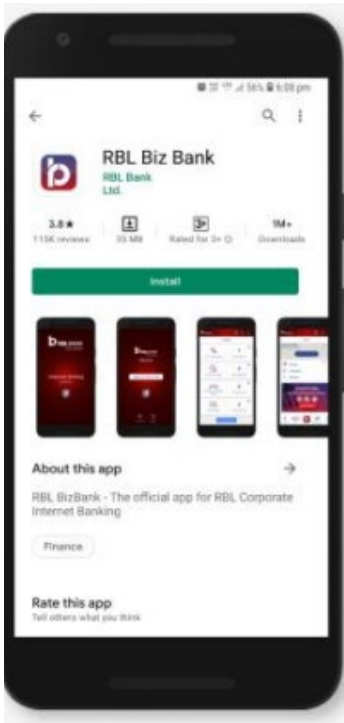**Corporate Banking now made even more convenient with RBL BizBank App via #OnTheGo approval**

Customers registered on RBL Bank Corporate Internet Banking(CIB) will be able to use BizBank

Experience Corporate Banking #OnTheGo with the all new RBL BizBank App

RBL BizBank App available on:

Steps to install BizBank app

ANDROID

Step 1
Open Google Play Store on your Android phone

Step 2
Type `RBL BizBank` in search tab of Google Play Store

Step 3
Select RBL Biz Bank and follow the standard installation procedure

✓ OS versions supported Android 9.0 & above

iOS

Step 1
Open App Store on your iPhone device

Step 2
Tap on search icon in the footer and search for RBL BizBank in search tab

Step 3
Select RBL Biz Bank and follow the standard installation procedure

✓ OS versions supported iOS 11.0 & above

Services Available on BizBank

Existing Features

- Eligible CIB User: Checker/Authoriser

- Approve Requests

- Download Statements

- View Account Balance

- Limit Enquiry

New Features

- Eligible CIB Users for BizBank:
  – Checker/Authoriser
  – Maker
  – Dual
  – Viewer

- Fund Transfer

- Manage Beneficiary

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Services Available on BizBank

FUND TRANSFER
- To own RBL account
- To other RBL accounts
- To non RBL accounts via NEFT, IMPS, RTGS

MANAGE BENEFICIARY
- Add new beneficiary
- View existing beneficiaries

APPROVE REQUESTS
- Fund Transfer Requests
- Bulk Upload Requests
- Beneficiary Add/Modify Requests
- Service Requests

DOWNLOAD STATEMENTS
- View/Download Debit & Credit transactions separately
- Download statements in Word, Excel and PDF formats
- Receive account statements on registered email id

VIEW ACCOUNT BALANCE
- View details of all the CIB linked accounts

LIMIT ENQUIRY
- View total and available limit for all the transaction types

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How to apply for BizBank access?

Existing CIB Customers

- All the existing CIB customers will be able to download and use BizBank App by default

- Existing customers can use CIB credentials for BizBank registration and login

New to Bank CIB Customers

- Customer will get BizBank access default along with CIB access.

- CIB access form consists of the BizBank App consent and preference as default.
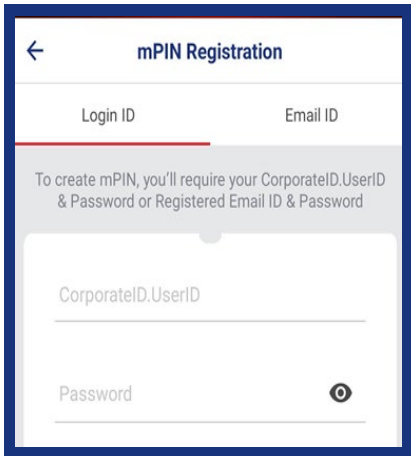
- Access will be set up at the time of CIB registration

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BizBank Registration

Open BizBank app and proceed with below steps

Step 1.
Enter CIB credentials
Authenticate with your Corporate Internet Banking User ID and Password

Step 2.
Answer Security Questions
Authenticate with the preselected CIB questions and their answers
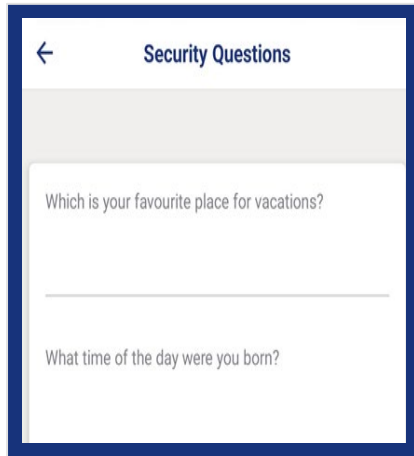
Step 3.
Mobile SIM verification
Select the registered mobile no. SIM and validate with OTP
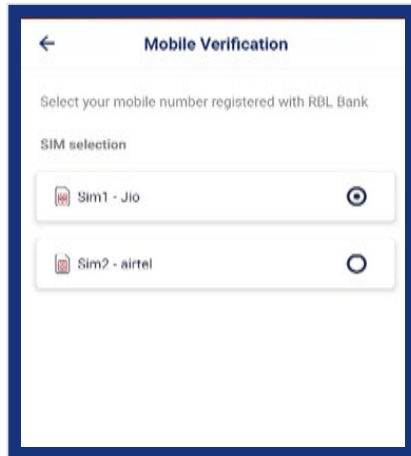
Step 4.
Set MPIN
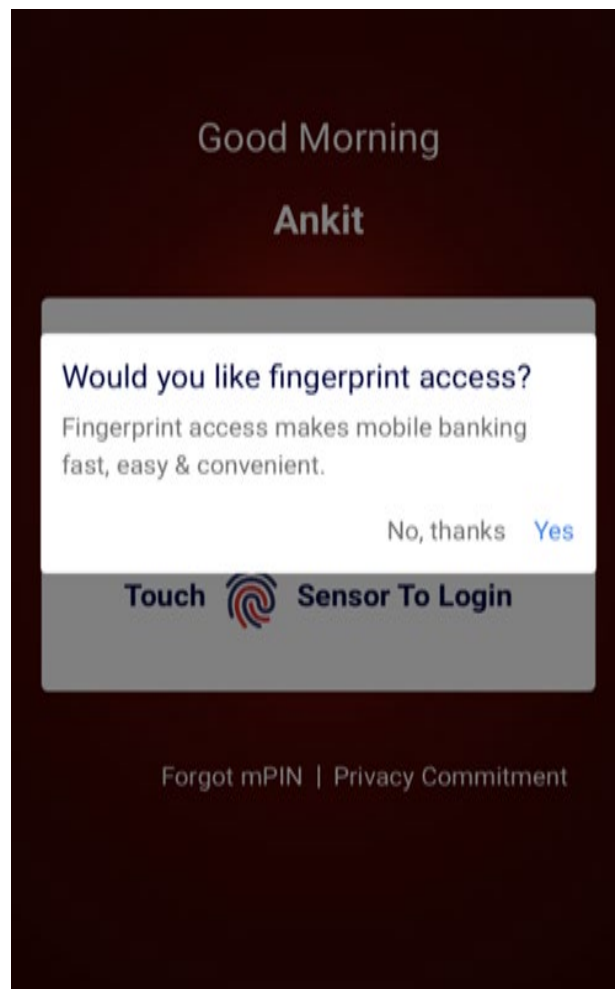After validating OTP, set a 6-digit MPIN to access your account
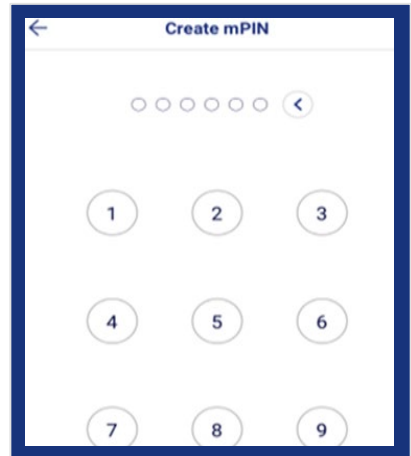
Step 5.
Let's Get Started
Tap on `Great! Let's get started' to use Corporate Digital Banking #On TheGo

mPIN Registration

Login ID | Email ID

To create mPIN, you'll require your CorporateID.UserID & Password or Registered Email ID & Password

CorporateID.UserID

Password

Security Questions

Which is your favourite place for vacations?

What time of the day were you born?

Mobile Verification

Select your mobile number registered with RBL Bank

SIM selection

Sim1 - Jio

Sim2 - airtel

Create mPIN

1 2 3
4 5 6
7 8 9

Your mPIN has been successfully created

Great! Let's get started

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Pre-Login Screen

Fingerprint access (Only for eligible devices)

- Notification to enable fingerprint access will prompt in a pop-up, customer can select either yes or no.

- If yes, customer can login using their fingerprint registered for device lock.
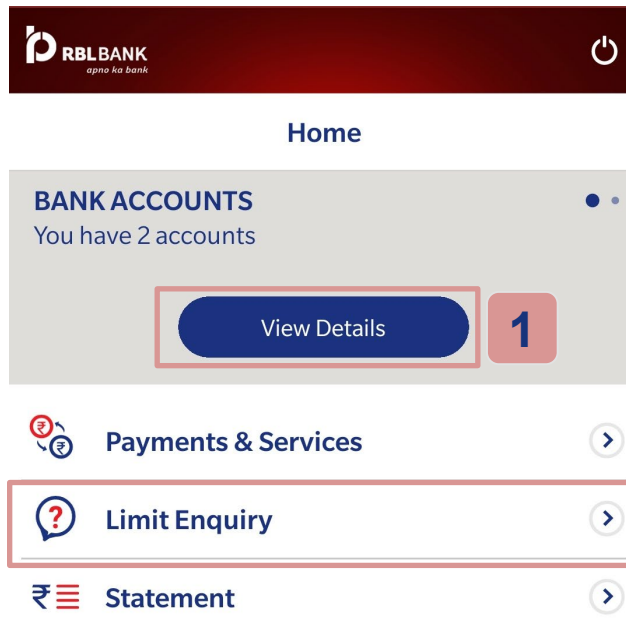
Pre-Login Screen

Good Afternoon

Shi Dual

Enter mPIN

○ ○ ○ ○ ○ ○

1

OR

Touch 　 Sensor To Login

Demo | Forgot mPIN | Privacy Commitment

2

3 Locate Us

4 Support
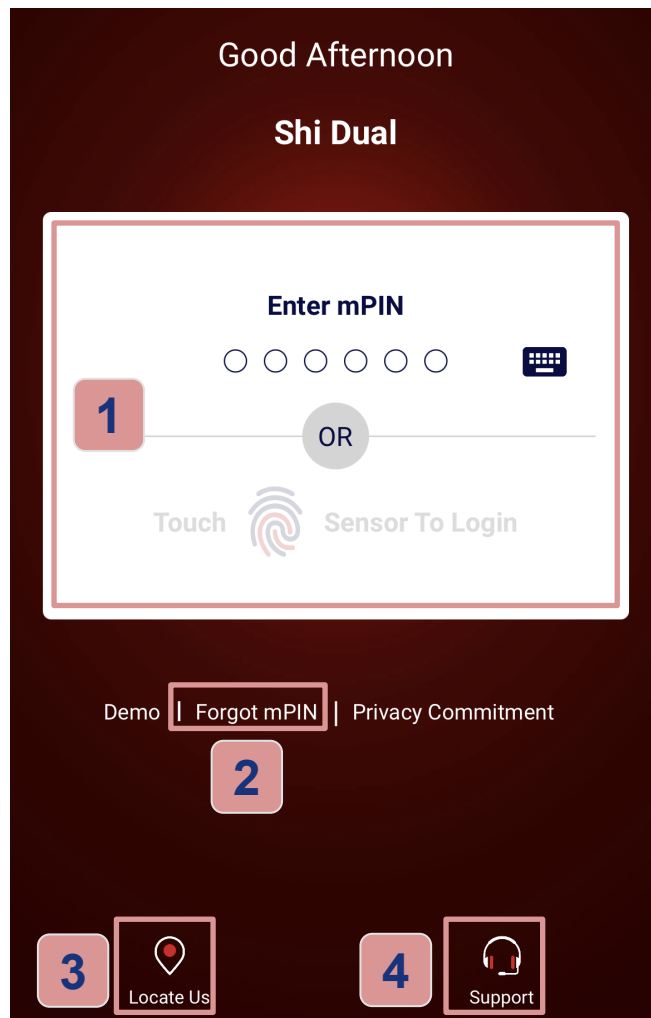
Other Login screen options

1 Customer can login either using mPIN or Biometric.

2 Select "Forgot mPIN". The user needs to follow the same steps as registration to reset mPIN/to register with another user ID

3 "Locate Us" option finds nearest branch for customer

4 Select the "Support" option for any query. Customer can also call on Phone:+912271109111 or send Email: ceb.support@rblbank.com

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Post Login Screen

Post successful login customer will land on this page

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Home

BANK ACCOUNTS
You have 2 accounts

[View Details] **1**

₹ Payments & Services ❯

? Limit Enquiry ❯ **2**

₹ Statement ❯

For Maker and View Users

1 Select "View Details" to view Account details like account no. and available balance.

2 Select "Limit Enquiry" to view Available Limit & Total Limit

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Post Login Screen

Post successful login customer will land on this page
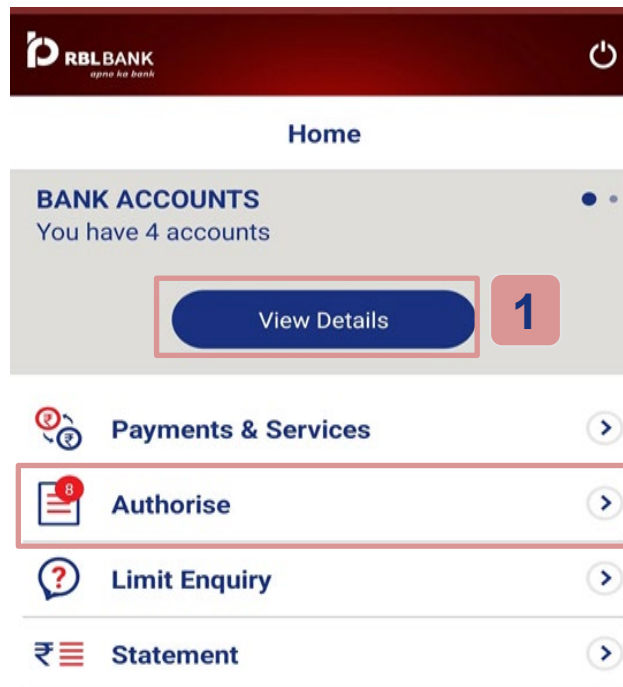
For Dual and Checker Users

1 Select "View Details" to view Account details like account no. and available balance.

2 Select "Authorise" option to view and approve the requests for Dual and Checker.
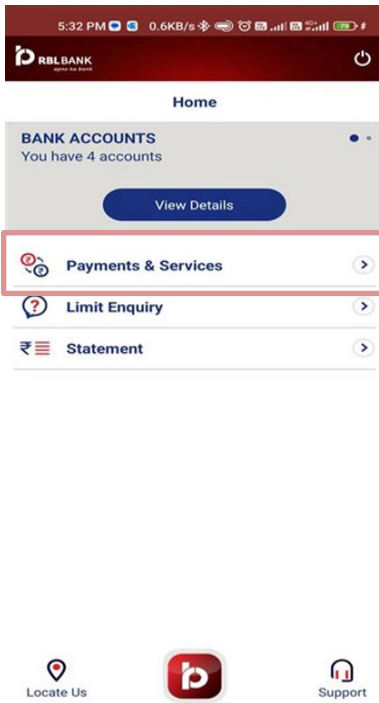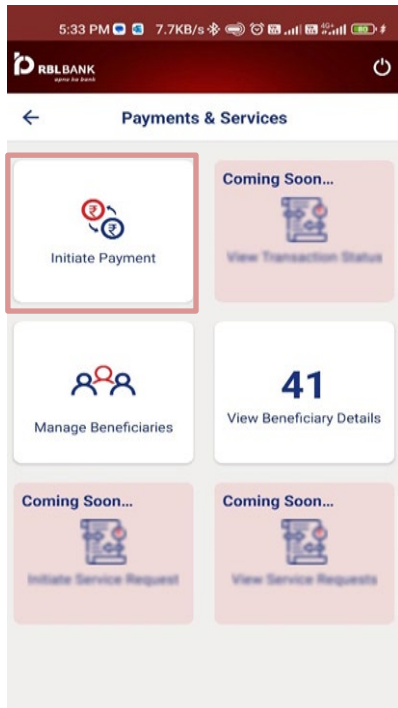
Initiate Payment - Maker User

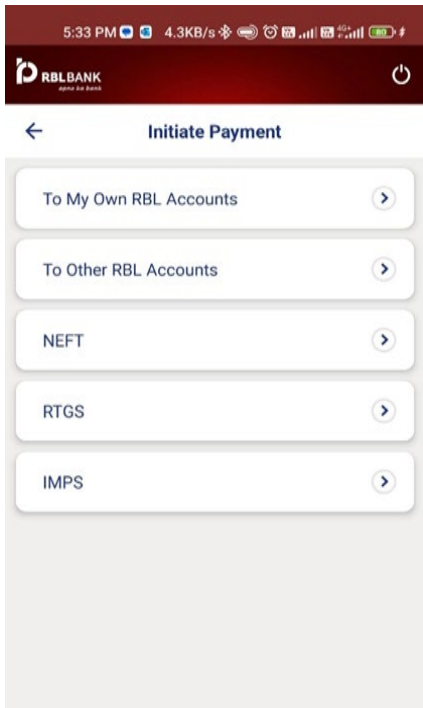Transfer Funds to own RBL, Other RBL or Other than RBL accounts using IMPS, RTGS and NEFT
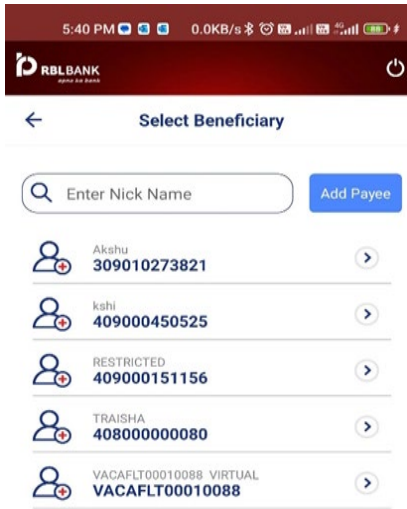
Step 1.
Select the tab "Payments and Services"
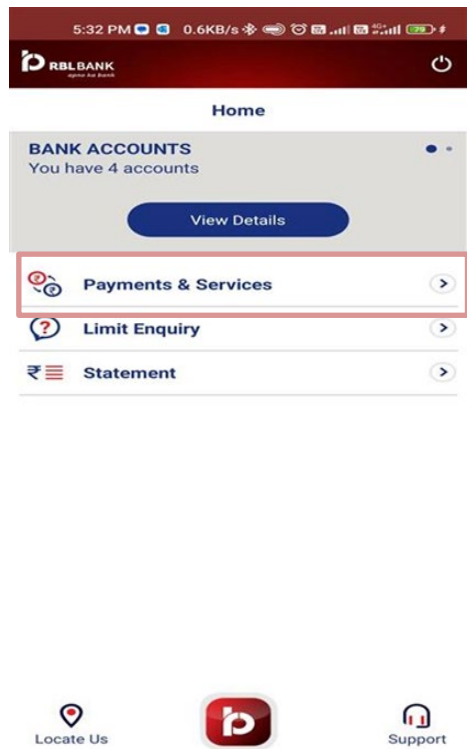
Step 2.
Select the tab "Initiate Payment" to start the transaction
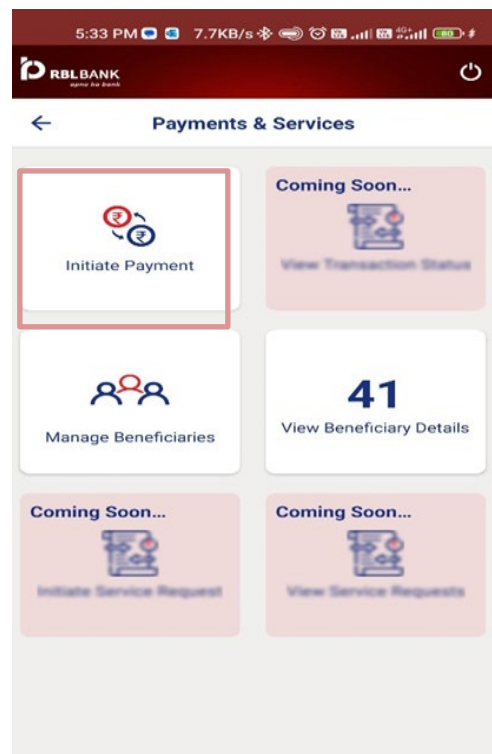
Step 3.
Select the required Payment Type
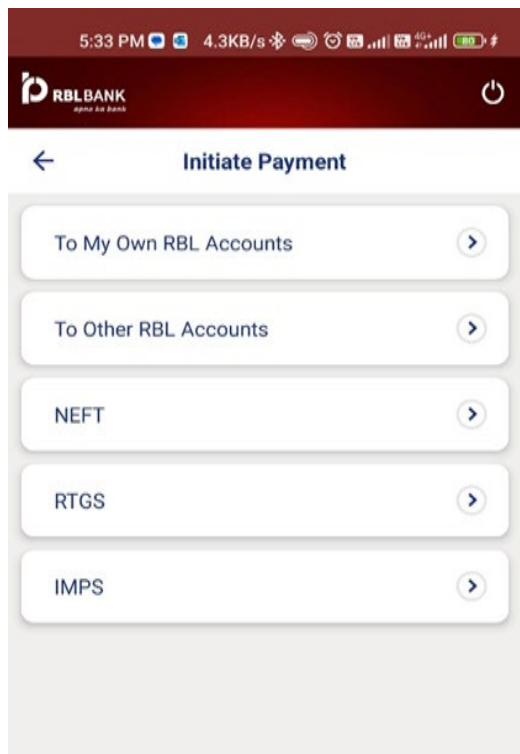
Step 4.
Select beneficiary if Payee is already added. Select "Add Payee" if the user wants to add the new beneficiary
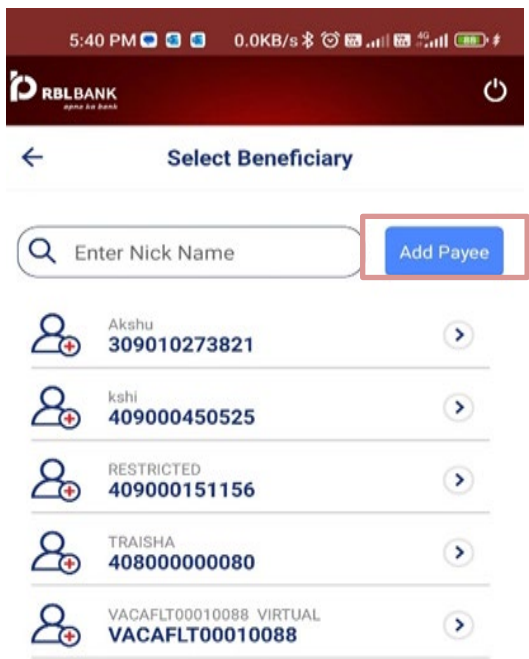
Initiate Payment - Maker User

Transfer Funds to own RBL, Other RBL or Other than RBL accounts using IMPS, RTGS and NEFT

Step 5.
Select Account no. & Enter all the other Details
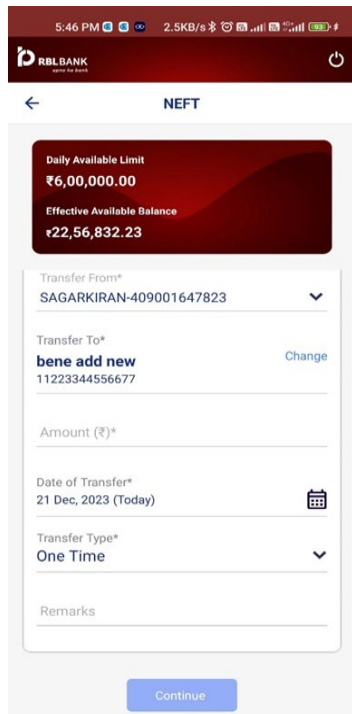
Step 6.
Confirm Details and Select Approval Matrix (Min. one approver is mandatory)
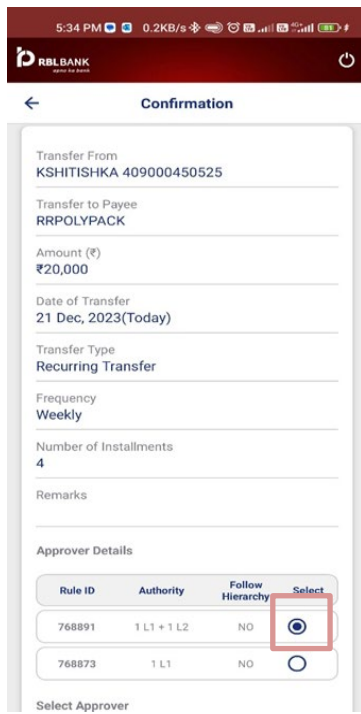
Step 7.
Select the Approver from the list.
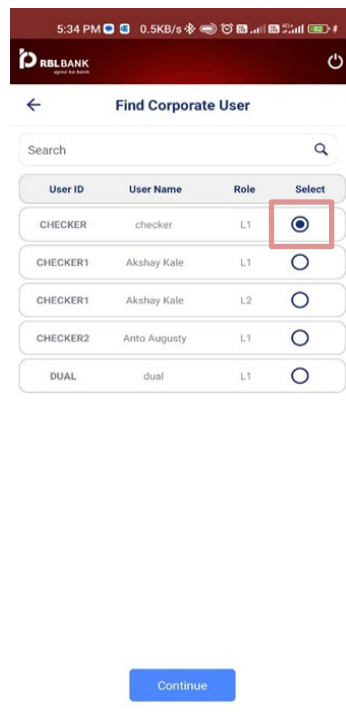
Step 8.
Validate the Transaction with OTP. (Transaction access will be blocked on 3 incorrect attempts)
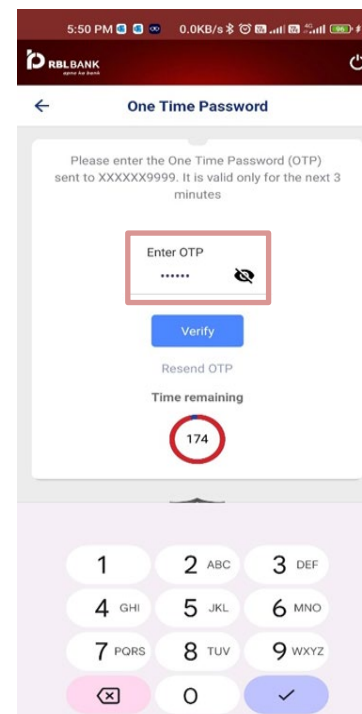
Step 9.
Transaction will be sent to the Selected approvers for approval

Initiate Payment - Dual User

Transfer Funds to own RBL, Other RBL or Other than RBL accounts using IMPS, RTGS and NEFT

Step 1.
Select the tab "Payments and Services"

Step 2.
Select the tab "Initiate Payment" to start the transaction

Step 3.
Select the required Payment Type

Step 4.
Select beneficiary if Payee is already added. Select "Add Payee" if the user wants to add the new beneficiary

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Initiate Payment - Dual User

Transfer Funds to own RBL, Other RBL or Other than RBL accounts using IMPS, RTGS and NEFT

Step 5.
Select Account no. & Enter all the other Details

Step 6.
User can "Confirm or Modify" the Details

Step 7.
Validate the Transaction with "OTP" (Transaction will be blocked on 3 incorrect attempts)

Step 8.
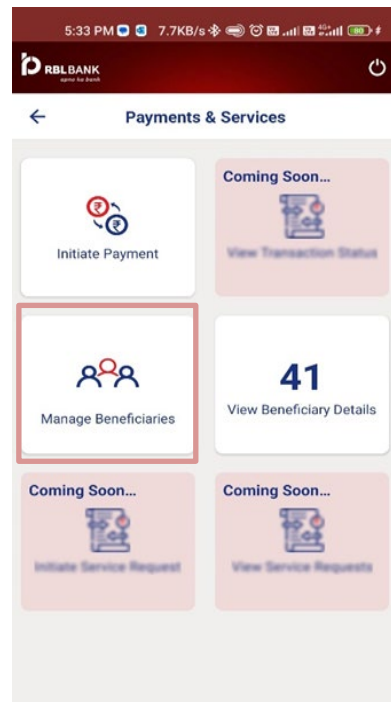**After validating the OTP "Success/Fail" Screen pops in**

Add Beneficiary - Maker User

Maker can initiate the new beneficiary addition for both RBL and non RBL beneficiaries. Addition requests will be sent for approval to Checker/Dual users. Add beneficiary option is available under Payments & Services menu.
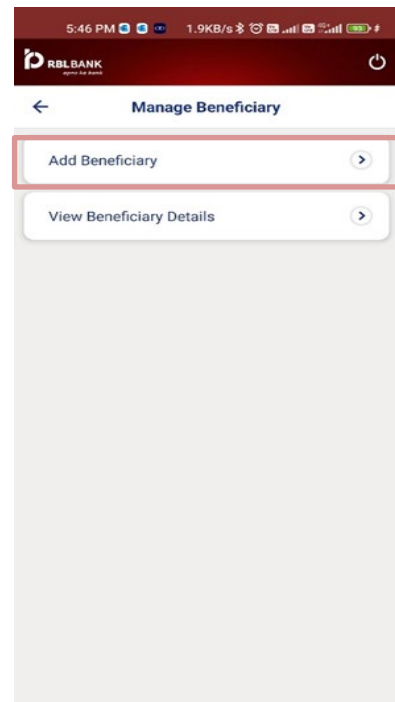
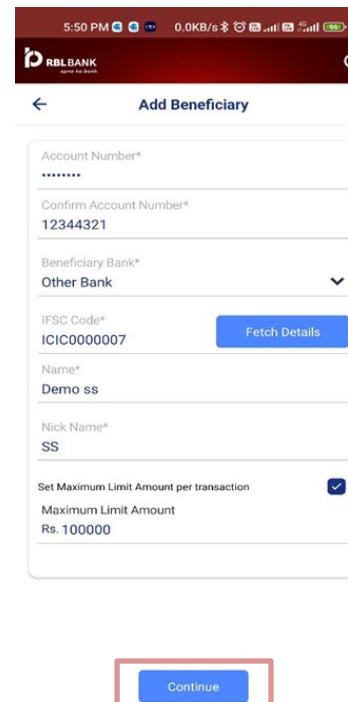## Step 1.
Select the tab "Manage Beneficiary"
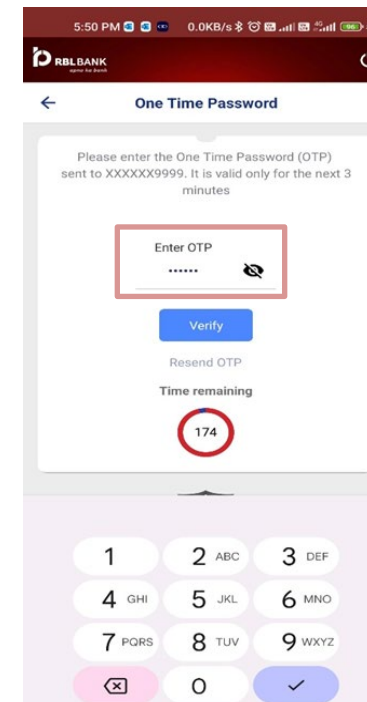
Step 2.
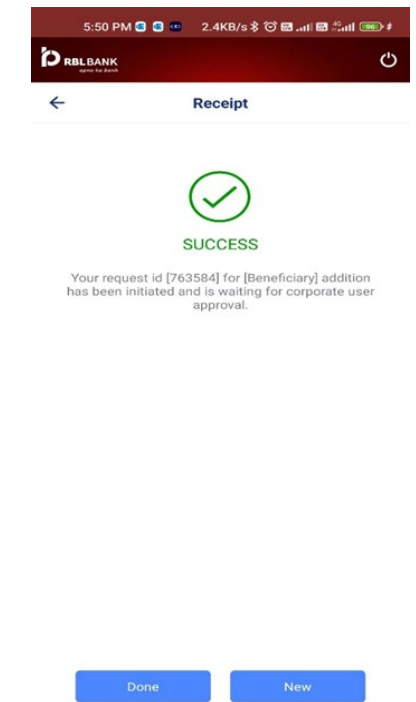Select "Add Beneficiary"

Step 3.
Enter all the details

Step 4.
Authorise the transaction with "OTP" (Transactions will be blocked on 3 incorrect attempts)

Step 5.
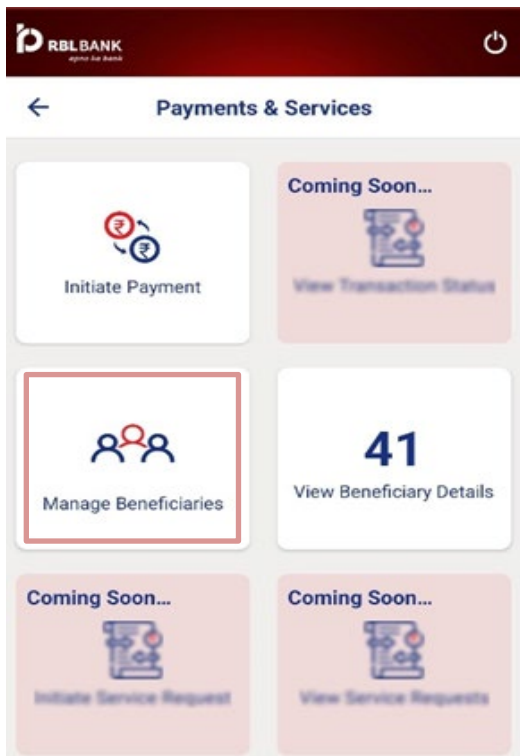After validating the OTP "Success/Fail" Screen pops in
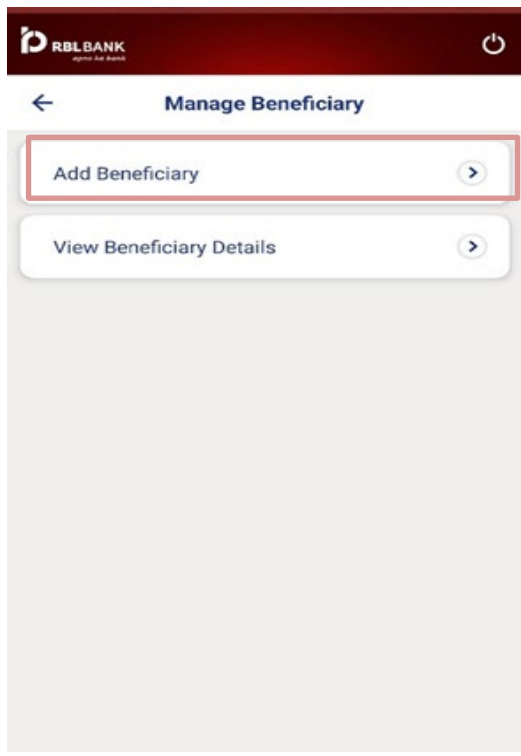
Add Beneficiary - Dual User

Dual User can add the new RBL or non RBL beneficiaries. Option is available under Payments & Services menu.
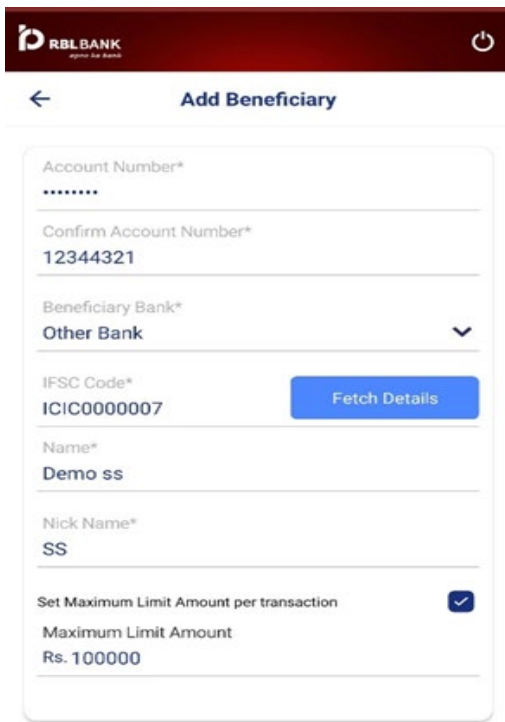
Step 1.
Select the tab "Manage Beneficiary"

Step 2.
Select "Add Beneficiary"

Step 3.
Enter the Beneficiary Details like account no, Confirm account no, Customer Name etc.
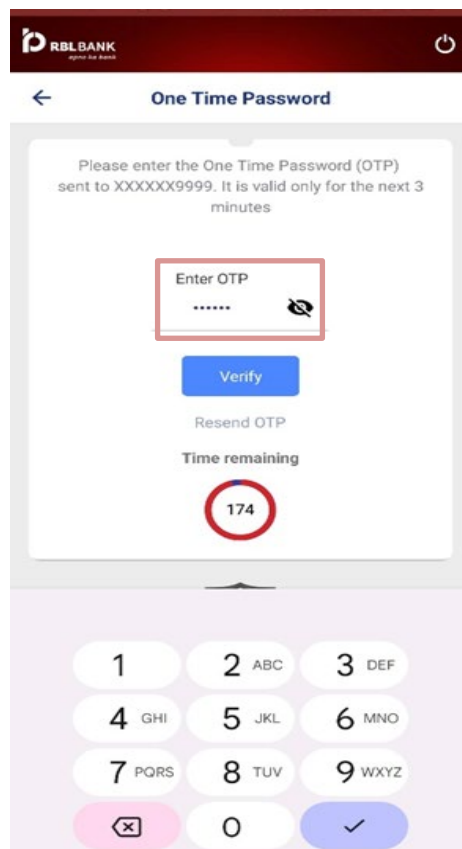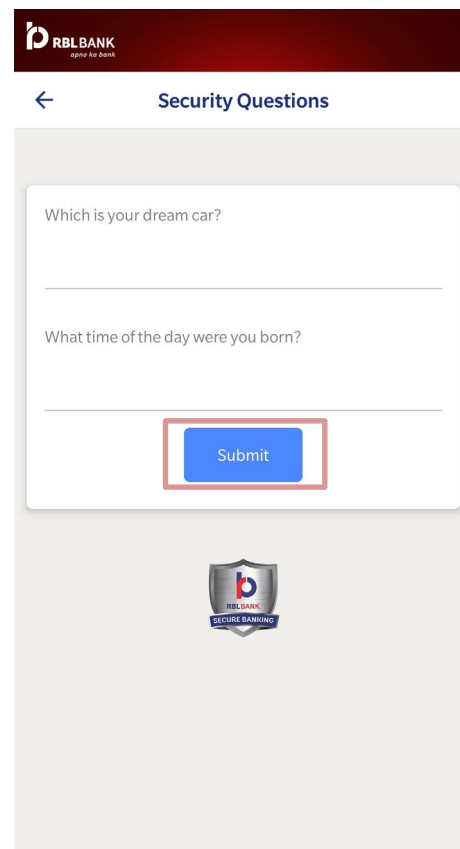
Add Beneficiary - Dual User

Step 4.
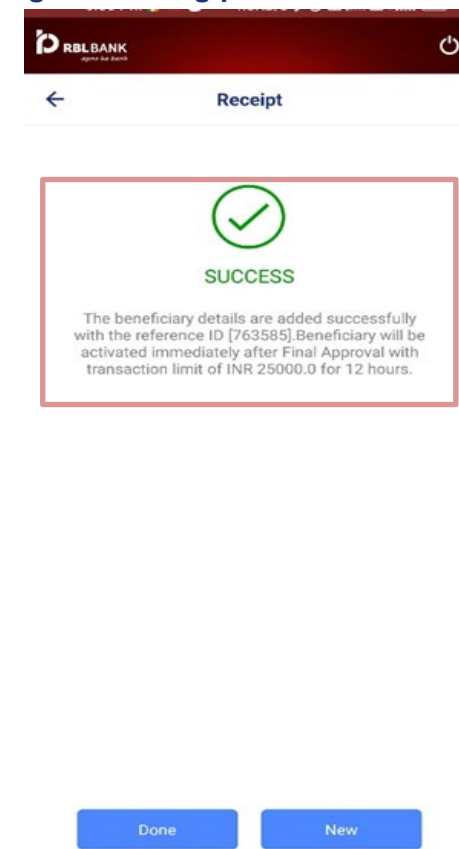**Authorise the transaction with "OTP"**

Step 5.
Answer security Questions and select Tab "Submit"(Transaction will be blocked on 3 incorrect attempts)

Step 6.
After validating the OTP "Success/Fail" Screen pops in. The user can only transfer maximum upto Rs 25,000/- during the cooling period of 12 hours.

View Beneficiary

All the users of particular Corporate ID can view the already added beneficiaries.

Step 1.
Select the tab "Manage Beneficiary"

Step 2.
Select "View Beneficiary Details"

Step 3.
Select required beneficiary to view details. The user will only be able to view the beneficiary
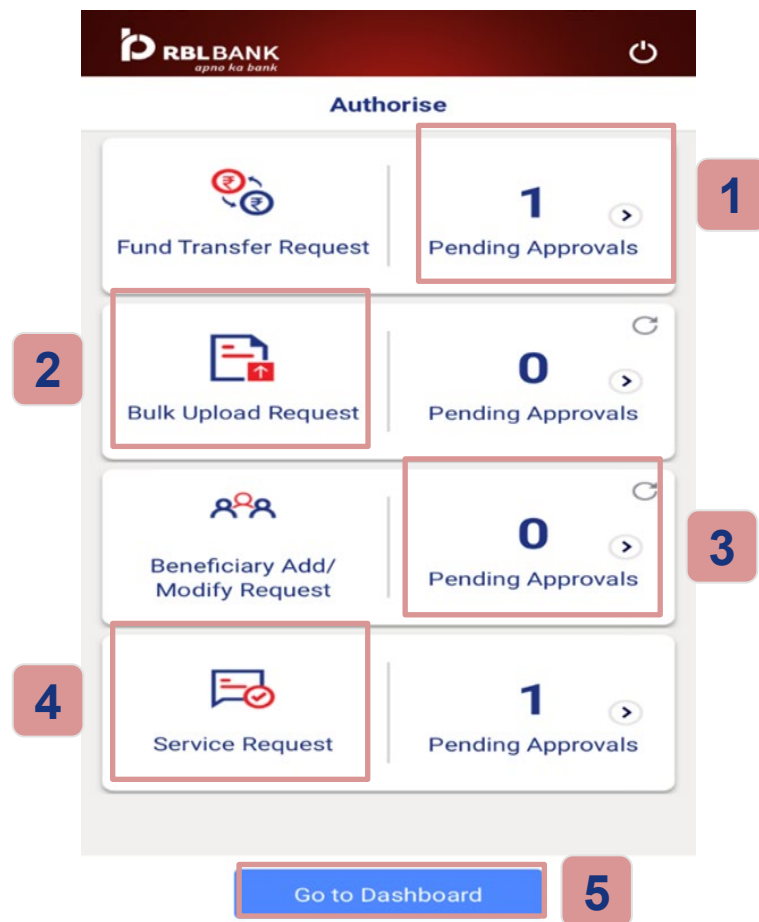
Step 4.
Selected Beneficiary Details like Name, Account no, IFSC Code and Bank details will be displayed
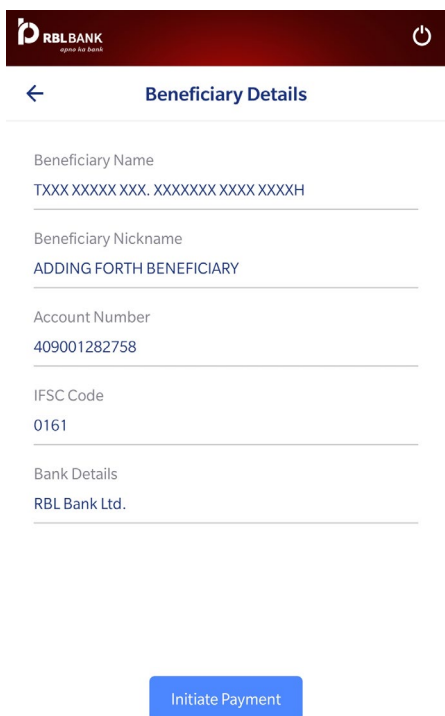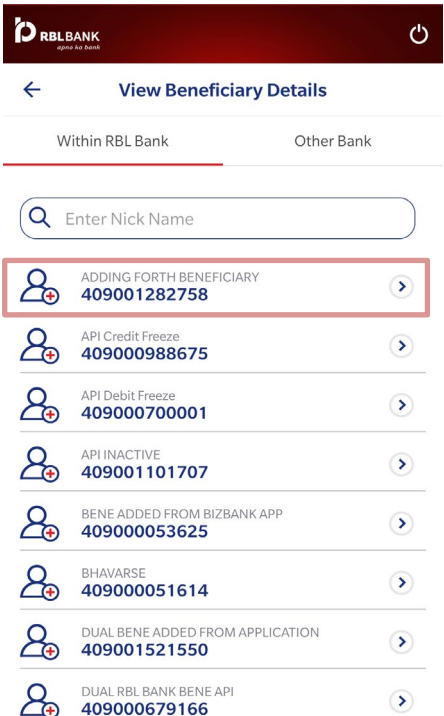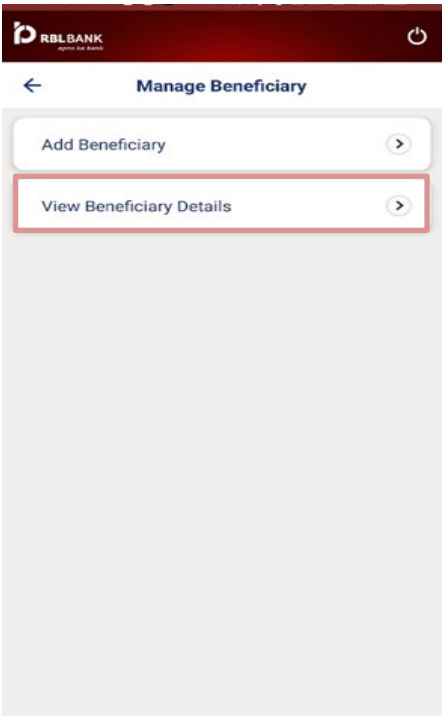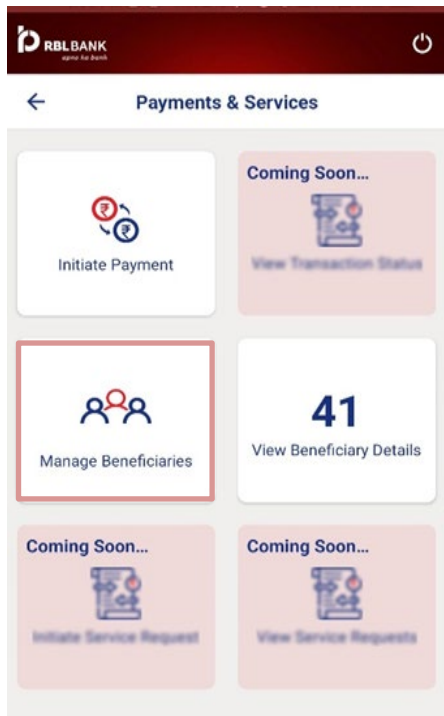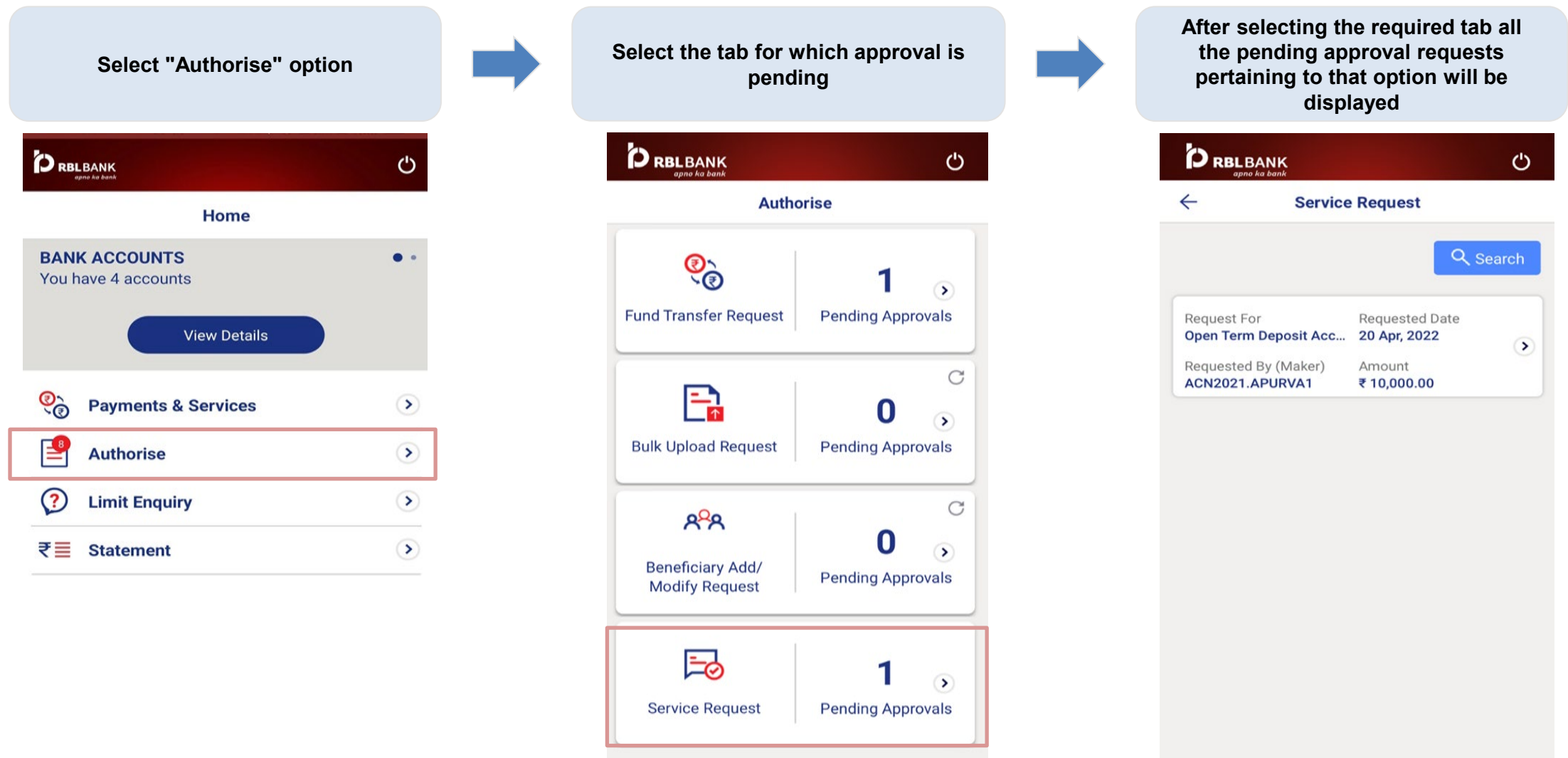
Authorisation Dashboard - Checker and Dual User

After selecting "Authorise" option on Post Login page, approver will land on this dashboard to approve/reject the request

Options Available in Authorisation Dashboard

1 Pending transaction authorisation requests pertaining to NEFT , RTGS, IMPS & within RBL Bank can be fetched using this option

2 Pending transaction requests pertaining to Bulk Upload can be fetched using this option

3 Approval requests regarding Beneficiary Activation & Modify Beneficiary can be fetched using this option

4 Pending approvals regarding service request (FD , STOP cheque , Cheque book initiation , Revoke, Stop cheque) can be fetched using this option

5 Select "Go to Dashboard" option to view details of Limit Enquiry , Account Balance , Account Statement View & Download

Authorise Request - Checker and Dual user

Select "Authorise" option

Select the tab for which approval is pending

After selecting the required tab all the pending approval requests pertaining to that option will be displayed

Authorise Request - Checker and Dual user

Selecting any one pending approval request will show transaction details. The user will either Approve/Reject. Remark is mandatory for rejection

After Approve/Reject action, user will have to authenticate the same by entering "OTP" sent to the registered mobile number (Transaction access will be blocked on 3 incorrect attempts)
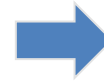
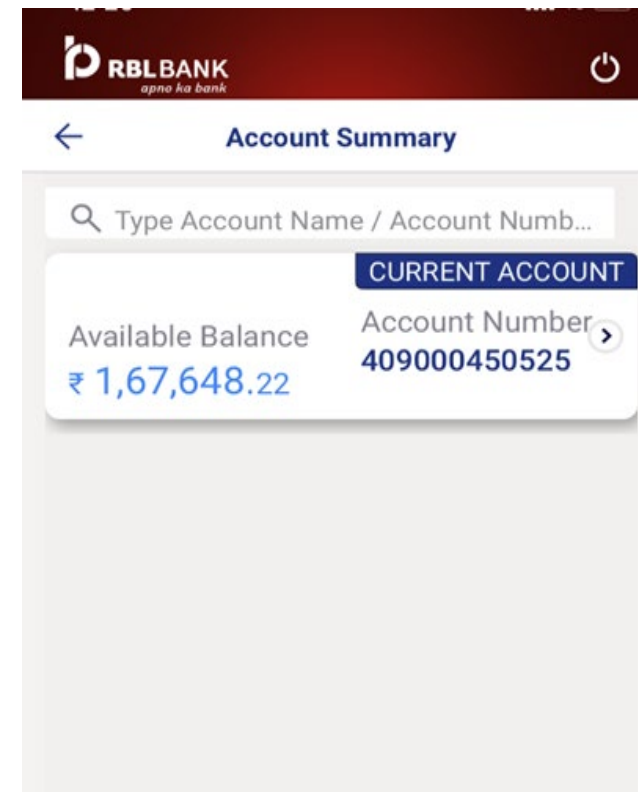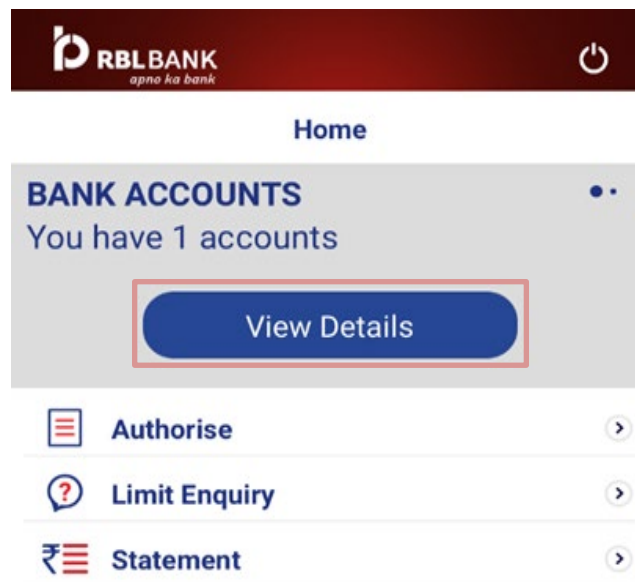After validating OTP a "Success/Fail" notification pops in
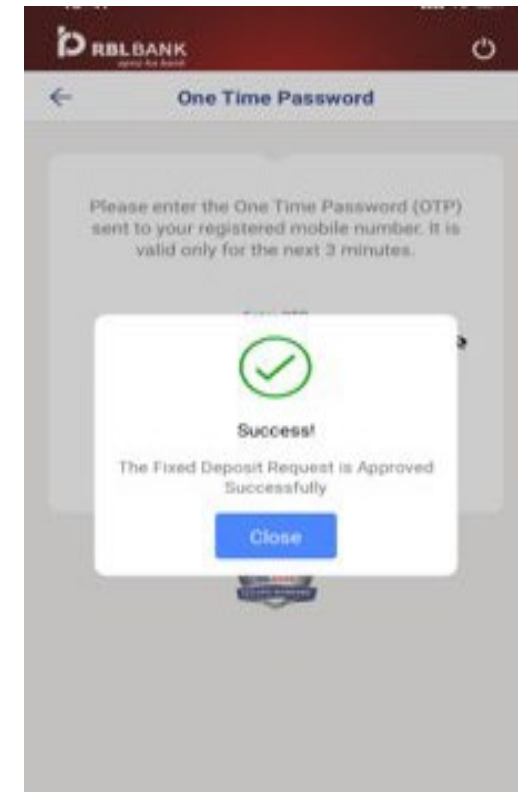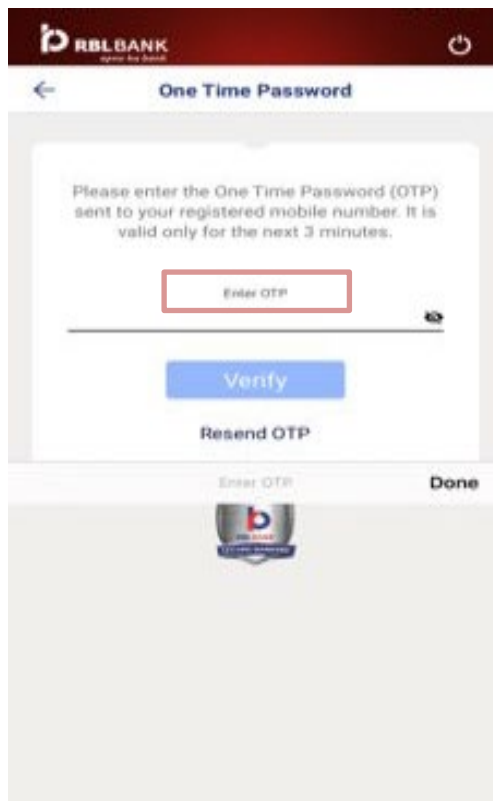
Account Balance

On Dashboard the user can view all the CIB linked accounts by sliding and can tap on "View Details" to check the details

Basic account details like Account Type, Available balance and account Number are displayed
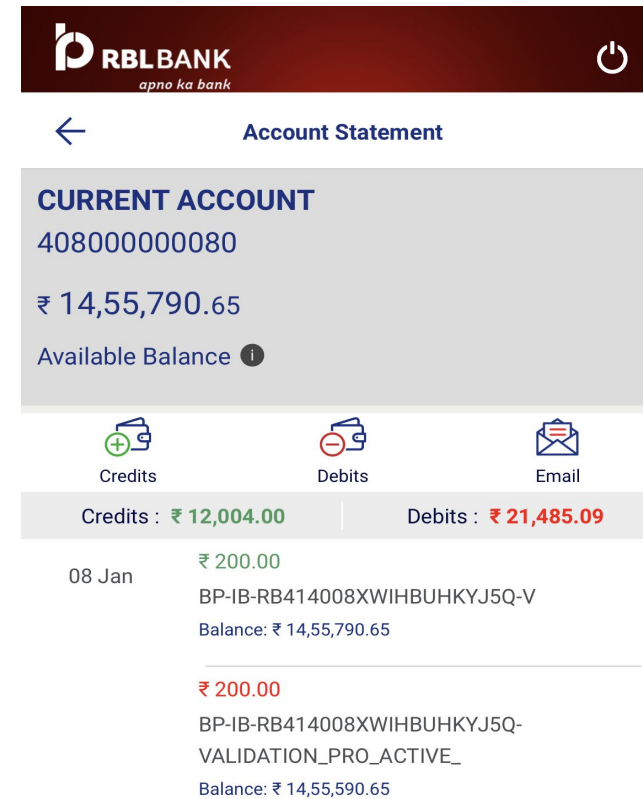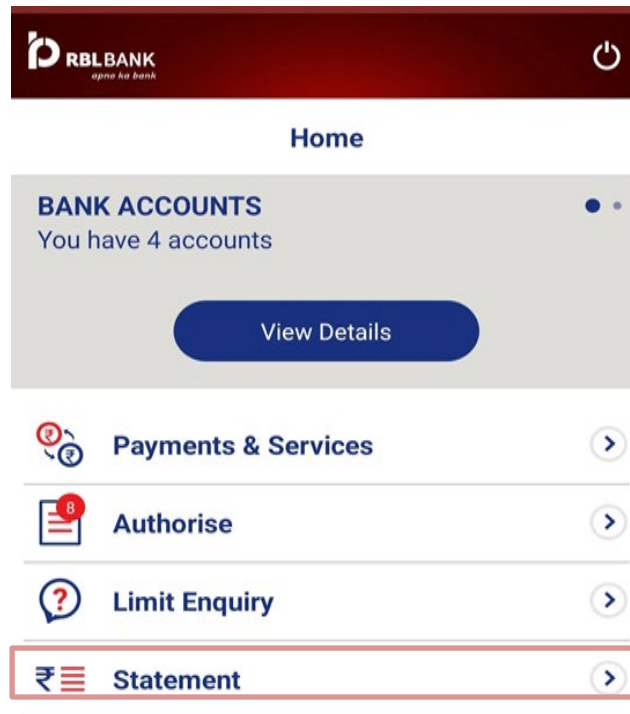
Account Statement

On Dashboard select "Statement" option to view detailed account statements

Statement Screen shows transaction history of the selected account

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Home

BANK ACCOUNTS
You have 4 accounts

View Details

Payments & Services

Authorise

Limit Enquiry

Statement

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← **Account Statement**

CURRENT ACCOUNT
408000000080

₹ 14,55,790.65
Available Balance ⓘ

Credits   Debits   Email

Credits : ₹ 12,004.00   Debits : ₹ 21,485.09

08 Jan   ₹ 200.00
           BP-IB-RB414008XWIHBUHKYJ5Q-V
           Balance: ₹ 14,55,790.65

           ₹ 200.00
           BP-IB-RB414008XWIHBUHKYJ5Q-
           VALIDATION_PRO_ACTIVE_
           Balance: ₹ 14,55,590.65

Account Statement

CURRENT ACCOUNT

1 408000000080

₹ 14,55,790.65

Available Balance ⓘ

2 Credits   **3** Debits   **4** Email

Credits : ₹ 12,004.00   Debits : ₹ 21,485.09

08 Jan   ₹ 200.00
BP-IB-RB414008XWIHBUHKYJ5Q-V
Balance: ₹ 14,55,790.65

₹ 200.00
BP-IB-RB414008XWIHBUHKYJ5Q-
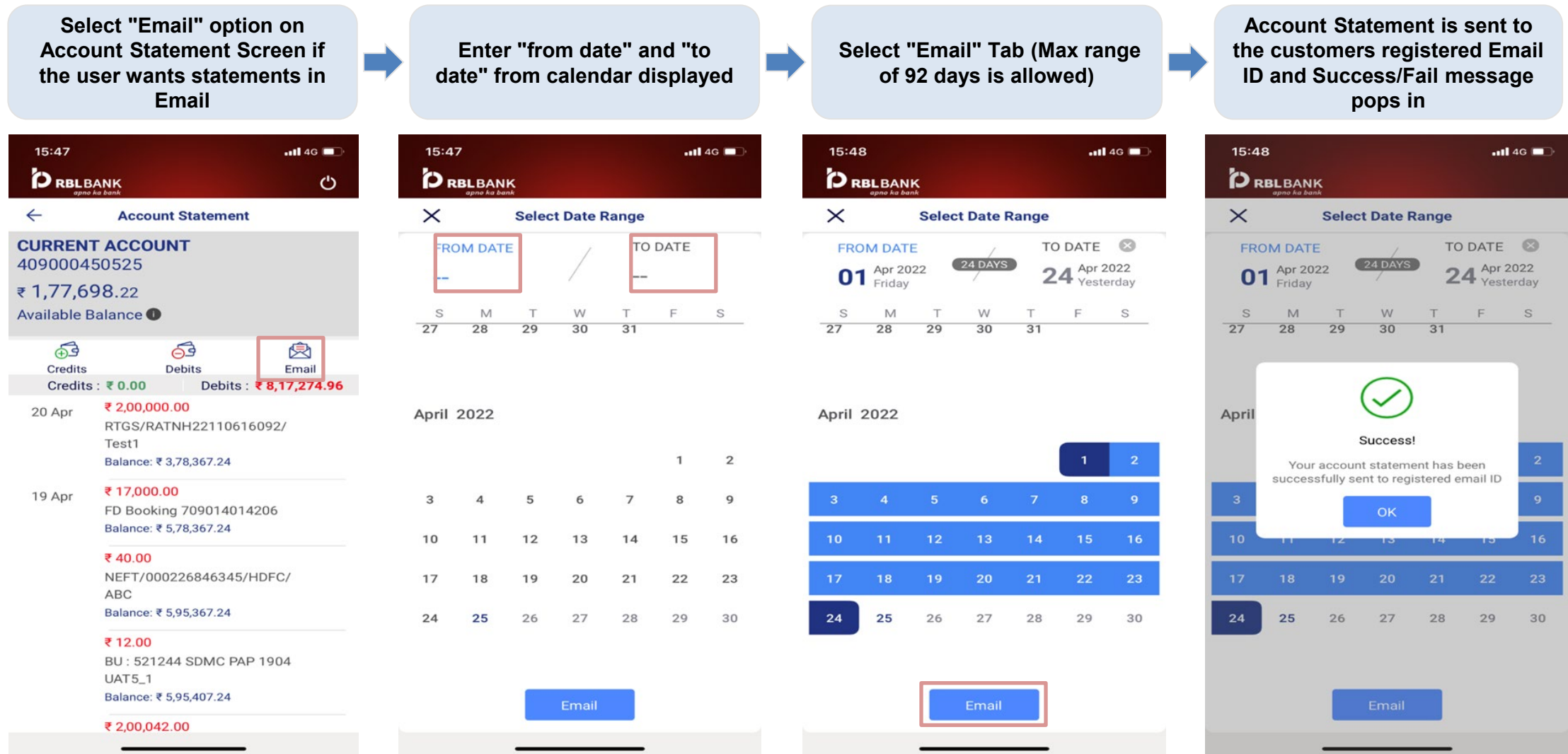VALIDATION_PRO_ACTIVE_
Balance: ₹ 14,55,590.65

05 Jan   ₹ 70.00
IB:OFT409000450525/ssd/KSHITISH
KAPOOR
Balance: ₹ 14,55,790.65

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For Maker and View Users

1 The screen displays the Available Account Balance

2 The user can view only Credit transactions

3 The user can view only Debit transactions

4 Statement will be shared on registered email id (max 92 days date range)

5 The screen displays the recent account transactions

Email Account Statement

Select "Email" option on Account Statement Screen if the user wants statements in Email

Enter "from date" and "to date" from calendar displayed

Select "Email" Tab (Max range of 92 days is allowed)

Account Statement is sent to the customers registered Email ID and Success/Fail message pops in

Download Centre - Detailed Statement

Download Account Statement with 500+ records in the desired Format by following steps
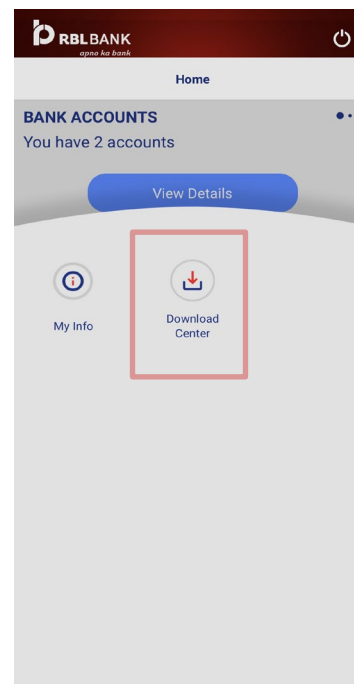
Step 1.

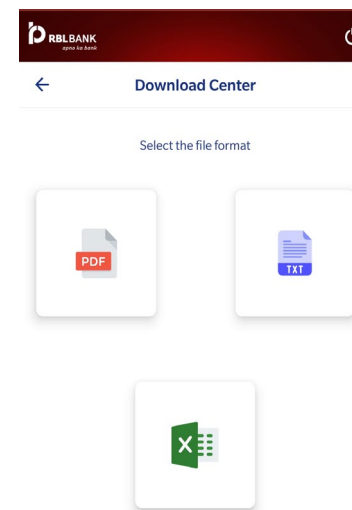Select the RBL Logo "b" button to view My info and Download Centre
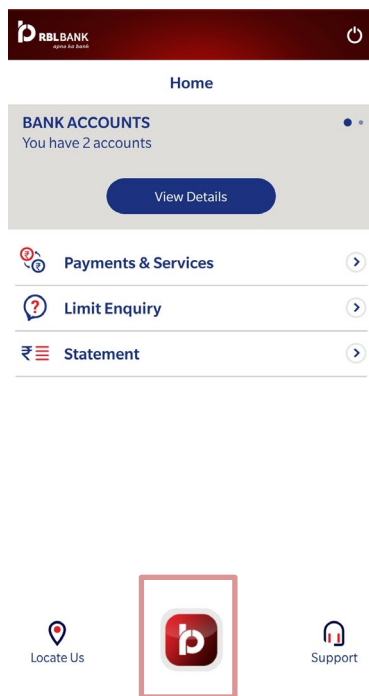
Step 2.
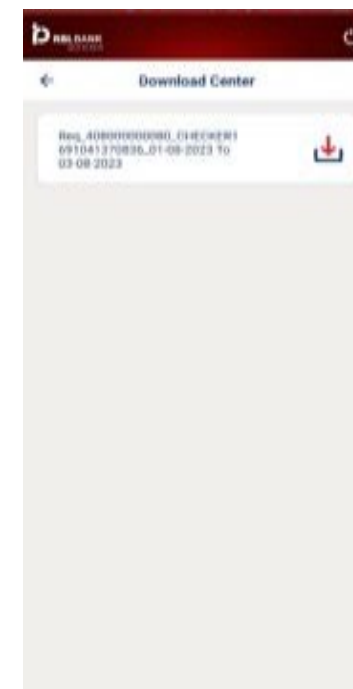
Select "Download Centre" option

Step 3.

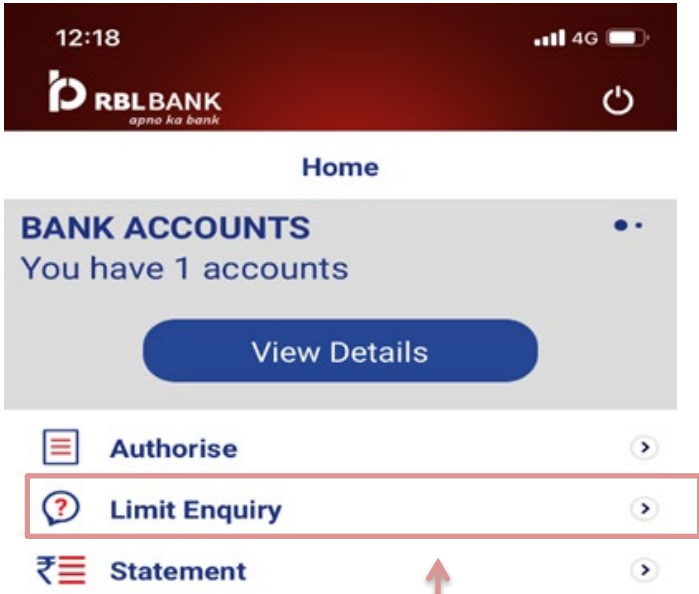Select the required download option from "PDF, Excel and Word"

Step 4.

Selected file will be downloaded and sent on registered email ID (The files will be displayed here only if the user has raised a request under "Email Account Statement")
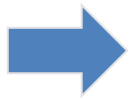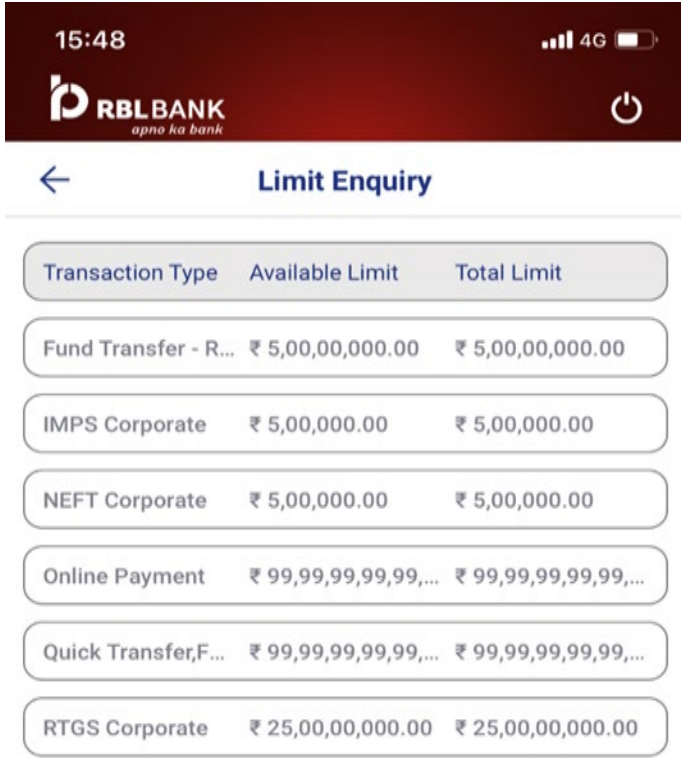
Limit Enquiry

Select "Limit Enquiry" on Dashboard Screen

Available Limit and Total Limit are displayed for all the transaction methods

Select "Limit Enquiry" option to view Available & Total Limits

My Info

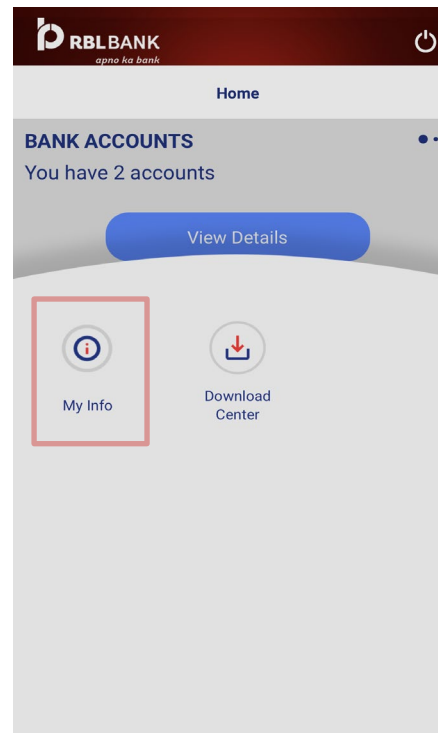My Info page shows Account Details of the Selected account

Step 1.
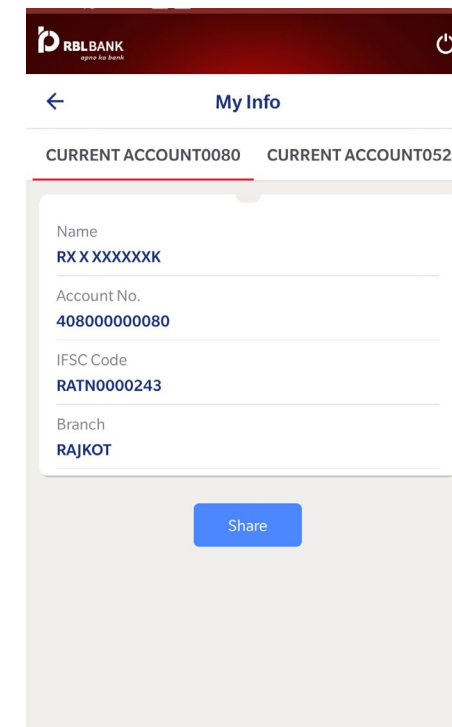Select the RBL Logo "b" button to view My info and Download Center option
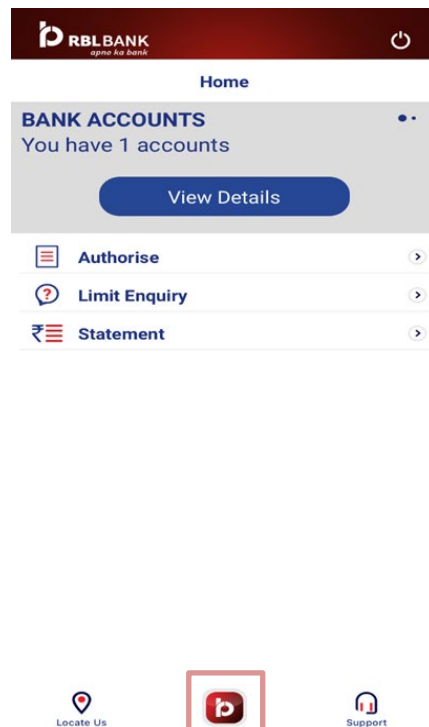
Step 2.
Select "My Info" for detailed information of all the CIB linked accounts held by the user in RBL bank

Step 3.
Select the required Account No. to view all the details like Account Name, Account No, IFSC Code and Branch Name

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