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USER GUIDE: TRANSFERRING FUNDS BETWEEN UOBM FOREIGN CURRENCY (FCY) AND MALAYSIAN RINGGIT (MYR) ACCOUNTS VIA BIBPLUS

Important Notes:

- User access rights must be granted by BIBPlus Company Administrator for funds transfer to be performed from FCY accounts.
- For funds transfer performed via single Intrabank Funds Transfer:
 - For us to process your application promptly, please send the relevant supporting documents to <u>my-iaftservices@uob.com.my</u> within one hour from the time of the application is approved by the Authoriser ("Approved Date"), and indicate the internet reference number.
 - However, if the documents are received by us after 3.30 p.m., it will be rejected.
- For funds transfer performed via bulk Foreign Telegraphic Transfer:
 - Please send the relevant supporting documents by uploading them on the same module in BIBPlus before the transaction is approved by the authoriser.
 - o If the supporting documents are not uploaded, the transaction will be rejected.

• Please use BIC code: UOVBMYKLXXX or UOVBMY21XXX

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A. Guide for BIBPlus Company Administrator: Assigning Group Roles to User Profile This is to enable funds transfer to be performed from FCY accounts.

Step 1				
User Management	~			
Profiles				
User Accounts Access				
Password Management				
Last Name First Name	L a nin	Chatura	Maker Heer	
Last Name, First Name	Login	Status	Maker User	
Last Name, First Name GOH Mary	Login MG123456	Status	Maker User	
Last Name, First Name GOH Mary LIM Bob	Login MG123456 BL123456	Status	Maker User	
Last Name, First Name GOH Mary LIM Bob TAN Jane	Login MG123456 BL123456 JT123456	Status	Maker User	

a) From the left navigation menu bar, select "User Accounts Access
 b) Click the local icon for the selected User.

Step 2		
CO MVR 6083028243 Current Account - Comprate		69 Product(s)
GBP 6089012322 Trade FCA		26 Product(s)
Transter to a UOB account Add → ← Remove	Import Invoice Financing Import Letter of Credit-I Inward Remittance Packing Credit Shipping Guarantee TD Placement TD Update TD Withdrawal Telegraphic Transfer Trust Receipt / Trust Receipt-i	
Save Submit Cancel Help		
 a) Select the Accounts to be granted access to th b) Click the "xx Product(s)" dropdown. c) Select "Transfer to a UOB account", and click " d) Click "Submit" for approval. 	ie User by ticking <mark>⊠</mark> . 'Add".	

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B. Guide for BIBPlus Company Administrator: Approving the User Account Setup

Step 1				
User Management Profiles User Accounts Access Password Management				
Last Name, First Name	Login	Status	Maker User	
CANTREY RUTH HUNG CARPENTER MARK HATTON LUCIA EDWARD	12345678901234567890123456789012	Awaiting for Approval (New)	COCBA16	≥ 1
Approve Reject Return Canc	el			
a) From the left navigation b) Select the ? icon to open c) Click "Approve" after con	menu bar, select "User n the User Account scre nfirming the User Accou	Accounts Access". een for approval. nt setup to proceec	1.	

C. How to Perform Foreign Currency Transfer to UOB Malaysia account via single Intrabank Funds Transfer in BIBPlus

St	ep 1					
	₩UOB ★¥ৠ行 Busi	ness Internet Ban	king Plus		Welcome <i>BIBPLUST</i> (Ma	
1	Account Services 🗸	Payment Services	Trade Services 🗸	Administration 🗸	Go To 🧡	
	Local Payment Transfer to UOB Account RENTAS Interbank Giro DuitNow Create From Template Copy from Past Payments Edit Transactions	Create a New In Company ID: Transfer From:* Account Currency*	ternal Account T	ransfer		
a) b) c)	Go to "Payme (You can also created a Ter Search for the Click "Ok" to	ent Services" > o create transa nplate) e account num proceed.	*Local Paya actions by se ber you war	ment" > "Trar lecting "Crea nt to transfer	nsfer to U(te From T from.	DB Account". emplate" if you have previously

Step 2



sfer to UOB Account			·	
TAS		Save	Approve Later Submit Template Cancel Help	
bank Giro General De	Details			
Now	0200020204	Beel	LIODM	
e From Template Company ID:	: 0200029304	Bank:	UOBM	
r from Past Payments Transfer From	m: MYR 1063073771 BIBPLUS ORT ACCOUNT	BIB Ref:	F120040017700619	
ransactions Payment Type	pe: Transfer to a UOB account	Template Name:		
ding Approval		Application Date:	09/04/2020 (dd/mm/yyyy)	
nittance Y Beneficiar	ry Details			
ayment V	Mu Account Other IIOP Account			
hier Order/Bank Y	Wy Account			
ft Beneficiary N	Name:"			
eque Services Y Beneficiary A	Account:*			
surring Transactions 💙				
t Dated Beneficiary R	Residence			
nsactions Status:*	Resident ON Non Resident			
iding FTs				
Inquiry Transactio	on Details			
ntenance Y Amount:*	MYR	Transfer Date:*	✓ (dd/mm/yyyy)	
Other Paymer	ent	Recipient Reference:	1	
Details:				

a) Enter all required details on the "Create a New Internal Account Transfer screen". Please ensure all fields with an asterisk (*) are not left blank.

		Save	pprove Later	ubmit Template	Cancel	He
General Details						
Company ID:		Bank:	UOBM	700640		
Payment Type:	Transfer to a UOB account	BIB Ret: Template Name: Application Date:	09/04/2020 (dd/mm/yyyy)		
Beneficiary Details						
Transfer To: Beneficiary Name:* Beneficiary Account:*	My Account Other UOB Account					
Beneficiary Residence Status:*	🔘 Resident 🔵 Non Resident					
Transaction Detail	5					
Amount:* Other Payment		Transfer Date:* Recipient Referenc	ce:*	(dd/mm/yyyy)		

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1069044749		
tesident 🔘 Non Resident		
2.00	Transfer Date:*	09/04/2020 v (dd/mm/yyyy)
	Recipient Reference:*	Testing PI
Use Providing Reard Rotes Utiliae EX Co	tract/a)	
Use Prevailing Board Rates Utilise FX Cor		
20000 The rate is indicative only.		MTR 8.00
2	Equivalent Amount:	MYR 8.80
etails		
in-Adjustment	Further Purpose Description:	
Non-Affiliated 🗸		
Q		
	1069044749 isident Non Resident 2.00 2.00 Image: Statistic State S	1069044749 isident Non Resident 2.00 Transfer Date:* Recipient Reference:* Image: State of the state is indicative only. Equivalent Amount: Equivalent Amount: Equivalent Amount: tails PAdjustment Image: State of the state of th

a) After the amount under "Transaction Details" is keyed in, the exchange rate will displayed accordingly.

Step 5						
Amount:* Other Payment Details:	USD	2.00		Transfer Date:* Recipient Reference:*	09/04/2020 v (dd/mm/yyyy) * Testing Pl	
Exchange Rate						
Foreign Exchange Rat	tes:	Use Prevailin	g Board Rates 🔘 Utilise FX Co	ontract(s)		
Exchange Rate:	4.40200	Authentication	indicative only.	Equivalent Amount:	MYR 8.80	
Tolerance Rate:	4.402	Automation		punt:	MYR 8.80	
Balance of Payme Purpose Code and Description:*	ents Deta	 Press SIGN 2 but Enter Code 1 into Enter Code 2 into Enter Code 2 into The token will dis Input the 6 digit c Click "Submit" but 	tton on your token. the token and press OK butto the token and press the OK play a 6 digit code. ode into the Token Response tton to complete the authoriss	on. button again.		_
Transactor		Code 1	0200			
Relationship:*	N - Non	Code 2	10690447			
Beneficiary Originating Country:*	MY	Token Response		This value is required.	is	
Approval Code:		By clicking "Submit", ye and conditions of the re	ou are deemed to have read & ag espective product(s) and/or ser v	reed to the terms		
Remarks for appro	oval					
			Cancel	Submit	0 🖙	
				Save	orove Later Submit Template C	ancel
a) After filling b) Please fol	g in a low tl	II mandatory he "Authentic	fields, click "Sub cation" message o	mit" to send fo	for approval. en to proceed.	

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D. How to Perform Foreign Currency Transfer to UOB Malaysia account via bulk Foreign Telegraphic Transfer in BIBPlus

Step 1		
₩UOB ★\$#@f7 Busi	ness Internet Bank	ing Plus
♠ Account Services ✓	Payment Services	Trade Ser
Create Bulk Transaction	Local Payment	
New	Remittance	he Transacti
Create From Template	ti Bill Payment	a group and
Copy From Past Bulks	Cashier Order/Bank Draft	
File Upload	Cheque Services	
Edit Transactions Pending Approval	Bulk Services	
File Upload Results	Generic File Upload	
a) Go to "Payment Se (You can also create created a Template)	ervices" > "Bulk Se transactions by se	ervices" > "New". electing "Create From Template" if you have previously

Step 2			
Create Bulk Transaction	Create New Bulk Bulk Details	Order	
Create From Template Copy From Past Bulks	Company ID: Product Group:*	0200029304	
File Upload Edit Transactions	Payment Type*	Telegraphic Transfer	
Pending Approval File Upload Results	Buik Type: Transfer From:*	1063073771 BIBPLUS ORT ACCOUNT	
Pending Bulk Transfers Processed Bulk	Account Currency* Currency:*	MYR USD Q	
Maintain Bulk Transfer		PAB	
		Cancel Ok	
a) Select the remittance b) Select "Ok" to proceed	currency and beneficiar	y account under "Currency".	

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tep 3		
Create New I	Bulk Order	
		Save Approve Later Submit Template Cancel Help
General Details		
Company ID: Transfer From:	0200029304 MYR 1063073771 BIBPLUS ORT ACCOUNT	BIB Ref: BK20040017701953 Template Name:
Payment Type: Product Group:	Telegraphic Transfer Payment	Application Date: 09/04/2020 (dd/mm/yyyy) Value Date:* 09/04/2020 value Date:* 09/04/2020
Bulk Description:		Bulk Customer Reference: BK20040017701953
Bulk Summary		
Total amount of records:	USD	Highest Amount of records:
No. of records:	0	
Add transaction		
Search Options		×
0 items		
Bulk Ref	Bank Code Branch Code Account Number	Beneficiary Name Amount Customer Ref Status No Records Found



Step 4

Add Transaction to Bulk

Add I ransact	ion to Bulk						
					A 44	Cancel	Hole
					Add	Cancer	Help
General Details							
Bulk Reference Id:	BK20040017701953	3		Bank:	UOBM		
Company ID:	0200029304			BIB Ref:	FT20040017702055		
Transfer From:	MYR 1063073771 E	BIBPLUS ORT A	CCOUNT	Application Date:	09/04/2020 (dd/mm/yyyy)		
Payment Type:	Telegraphic Transfe	er					
Dama Galana Data ila							
Beneficiary Details	5						
Name and	REMITTANCE BENEFIC	CIARY NAME	Q, Ø	SWIFT BIC Code:	UOVBMYKLXXX		
Address:*	BENEFICIARY NAME A	AND ADDRESS 1		Bank Name and	UNITED OVERSEAS BANK (MALAYSIA) BE		
	BENEFICIARY NAME A	AND ADDRESS 2		Address:	HAD 10-12 MEDAN PASAR		
Country*	Q.		_		MALAYSIA		
IBAN / Account:*				Country:*	MY Q		
Benefician/ Pesidence					Show Branch Address:		
Status:*	Resident Non	Resident		Clearing Code			
Own/Third Party*	Own OThird Par	ty		Description:	~ 🥹		
Note: Please provide IBA	AN for payments to			Clearing Code:			
Europe or other countrie	es where IBAN is						
Transaction Detail	IS						
Amount:*	USD 12.00			Processing Date:	09/04/2020 (dd/mm/yyyy)		
Charge Option:*	OUR - All charges to be	e paid by me	~	Account for Charges	s:	Q 🙃	
Customer Reference:				Account Currency			
Payment Details To			A				
Beneficiary:			9				
Exchange Rate							
Foreign Exchange Rat	tes: 💿 Use	Prevailing Board	l Rates 🥥 Utilise FX Con	tract(s)			
Exchange Rate:	4.4020000	The rate is indicativ	ve only.	Equivalent Amount:	MYR 52.82		
Tolerance Rate:	5.0622999			Equivalent Amount:	MYR 60.75		
Balance of Payme	nts Details				*		
Purpose Code and				Further Purpose			
Description:	Admin-Adjustment	Q		Description:			
Transactor				Ultimate Beneficiary	-		
Relationship:	N - Non-Affiliated 🗸			Name :			
Beneficiary	and O			Ultimate Beneficiary Country :			
Approval C-1				1990 STATE OF ST.	~ ~		
Approval Code:							
a) Enter the	required det	tails on th	e screen. Field	ds with an aste	erisk (*) are mandatory		
) For SWIE	T BIC code	only sele	ct UOVBMY	(LXXX or UO)	VBMY21XXX		

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Step 5	
Balance of Payments Details	
Purpose Code and Description: Admin-Adjustment Q Transactor Relationship: N - Non-Affiliated V Beneficiary Originating Country: MY Q	Further Purpose Description: Ultimate Beneficiary Name : Ultimate Beneficiary Country :
Beneficiary Advice Details Beneficiary Advices	
Add Instruction to Bank:	
Remarks for approval	
File Upload Details (Max 5 files) Disclaimer: The File Upload will be checked and validated by Bank upon submission on No files Add a file	If the documents for the transaction (if required).
) Next, you must upload your relevant	supporting documents. To do so, at "File Upload Details",

click "Add a file" to select your files for uploading.b) Follow the pop-up instruction message on your screen to proceed, and click "Add".

Step 6

Instruction to Bank: Add Instruction to Bank: Remarks for approval Cancel Ok File Upload Details (Max 5 files) Itisclaimer: The File Upload will be checked and validated by Bank upon submission of the documents for the transaction (If required). Itisclaimer: The File Upload will be checked and validated by Bank upon submission of the documents for the transaction (If required). Itisclaimer: The File Upload will be checked and validated by Bank upon submission of the documents for the transaction (If required). Add a file	eficiary Advices					
Add Instruction to Bank: Remarks for approval Cancel Ok File Upload Details (Max 5 files) isclaimer: The File Upload will be checked and validated by Bank upon submission of the documents for the transaction (if required). Title File Value (GEB) v2.0 pdf * * Add a file	struction to Bank:	Confirmation	1			
Remarks for approval Cancel Ok File Upload Details (Max 5 files) isclaimer: The File Upload will be checked and validated by Bank upon submission of the documents for the transaction (If required). Image: Title Title File Name Image: Supporting doc FDS - MY IAFT FCY Service context change (GEB)- v2.0 pdf	Add Instruction to Bank:	You a	are going to add this transaction to	the Bulk. Please confirm.		
File Upload Details (Max 5 files) isclaimer: The File Upload will be checked and validated by Bank upon submission of the documents for the transaction (If required). Ittle Bile Add a file	marks for approval	_		Cancel Ok		
Title File Name supporting doc FDS - MY IAFT FCY Service conclusion (GEB)- v2.0 pdf	e Upload Details (Ma laimer: The File Upload will	x 5 files) be checked and validated by	y Bank upon submission of the doo	cuments for the transaction (If required).		
Image: Supporting doc FDS - MY IAFT FCY Service constraints (GEB)- v2.0 pdf Add a file						
Add a file			Title	File Name		
	12 st	upporting doc	Title	File Name FDS - MY IAFT FCY Service content of the service (GEB)- v2.0.pdf	₩	

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ep 7									
				Save	Approve Later	Submit	Template	Cancel	Help
General Details									
Company ID: Iransfer From: Payment Type: Product Group: Bulk Description:	0200029304 MYR 106307377 Telegraphic Trans Payment	1 BIBPLUS OR sfer	TACCOUNT	BIB Ref: Template Name: Application Date: Value Date:* Bulk Customer Reference:	BK20040017 09/04/2020 (09/04/2020 BK2004001770	(dd/mm/yyyy)	(199999)		
Found Summary Fotal amount of records: No. of records: Add transaction	USD 12.00 1 Create From Temp	late		Highest Amount of records:	USD 12.00				
Search Options									*
			10 25 50 100					14 4	1 -
1 - 1 of 1 items			Account Number	Beneficia	ry Name	Amount	Customer Ref	Status	

) The "Bulk Summary" section will then display the total bulk amount, total number of records and highest transaction amount within the bulk each time a new transaction is added.

General Details									
Company ID:	020002	9304		BIB Ref:	BK200400	17701953			
Transfer From:	MYR 10	63073771 BIBPLUS O	RT ACCOUNT	Template Nan	10:				
Payment Type:	Telegra	phic Transfer		Application D	ate: 09/04/202	0 (dd/mm/yyyy)			
Product Group:	Paymer	Authentication			10/04/2020	✓ (dd/mm/)	yyyy)		
Bulk Summary		1. Press SIGN 2 b 2. Enter Code 1 in 3. Enter Code 2 in	utton on your token. to the token and press to the token and press	OK button. the OK button again.	BK2004001	7701953			
Fotal amount of records: No. of records: Add transaction Search Options	USD 11 1 Create Fr	5. Input the 6 digit 6. Click "Submit" b Code 1 Code 2 Token Response By clicking "Submit", and conditions of the	code into the Token Re utton to complete the a 1200 13660637 J you are deemed to have re respective product(s) and	esponse field. uthorisation. ad & agreed to the terms d/or service(s).	nt of USD 12.0	0			Ť
1 - 1 of 1 items								14 4	1 + +
Bulk Ref	f E	Banl		Cancel Submit	ficiary Name	Amount	Customer Ref	Status	
FT2004001770	02333		1069044749	REMITTANCE E	ENEFICIARY NAME	12.00		Valid	2 🗙
Move				Save	Approve Late	r Submit	Template	Cancel	Help