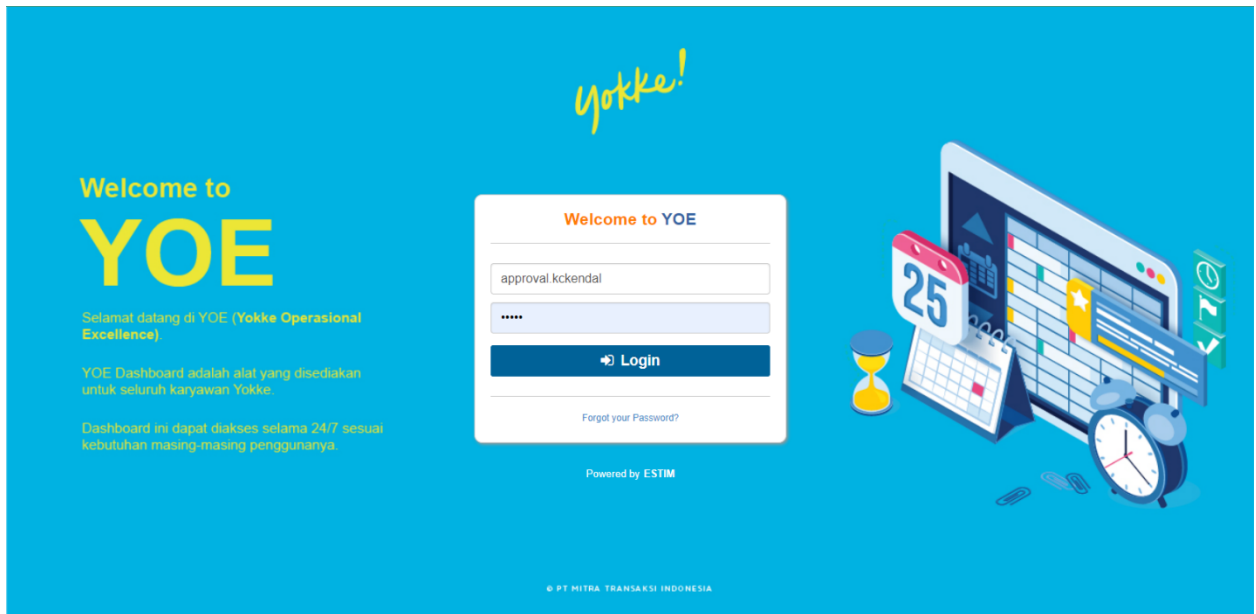


# KANWIL

1. login di web yoe dan melakukan Assignment Group



2. Klik menu Merchant Registration -> Member Bank Approval -> pilih tiket dan klik edit

Yokke! HIMPBARA

My Ticket 0 My Assignment 0 Assignment Group 0 Reschedule Ticket 0 Kanwil Semarang

My Homepage

Merchant Registration

Member Bank Approval

Member Bank Approval

All Bank Approval

Show Bank Existing

Data Filter

Search Clear Edit

	Number	Approval Set	Bank	Existing	State	Approval State	Category
<input type="checkbox"/>	Y0000001606	17 Apr 2023 09:56:58	BANK BRI	New	MB-Member Bank Approval BRI	Requested For Approval	Non LHF

[ 1 - 1 / 1 ]

3. Pilih Assigned Group dan Assigned to sesuai dengan kc yang akan di pilih lalu klik save

The screenshot shows the 'Edit Bank Existing' form in the HIMBARA system. The form is for editing a bank entry. The 'Assignment Group' and 'Assigned To' fields are highlighted with a red box. The 'Save' button is also highlighted.

Category Bank: HIMBARA  
Bank: 002 - BANK BRI  
Payment Acc Branch: BANK BRI-KC Kendal  
User PIC:   
Name PIC:   
Mobile Number:   
Email:   
NIK:   
Register: ☐ Yes ☐ No  
Merchant: Y0000001806  
SPK:   
Signed: ☐

Existing/New: New  
MID Existing:   
TID Existing:   
State: MB-Member Bank Approval BRI  
Assignment Group: BANK BRI-KC Kendal  
Assigned To: Approval KC Kendal  
Scoring: %  
Rating:   
Incentive:   
Routing Approval: None  
Status Approval: Requested For Approval  
Hierarchy:   
Progress Approval:   
Approve Date:

Save Back Pickup Print

User	Status	Result	Approval Date	Approval Set
Analyst Bank	Rekomendasi Approve	rekomend appr	18 Apr 2023 09:18:53	18 Apr 2023 09:18:03

4. Setelah di save lalu klik back

The screenshot shows the 'Edit Bank Existing' form in the HIMBARA system. The 'Back' button is highlighted with a red box.

Category Bank: HIMBARA  
Bank: 002 - BANK BRI  
Payment Acc Branch: BANK BRI-KC Kendal  
User PIC:   
Name PIC:   
Mobile Number:   
Email:   
NIK:   
Register: ☐ Yes ☐ No  
Merchant: Y0000001806  
SPK:   
Signed: ☐

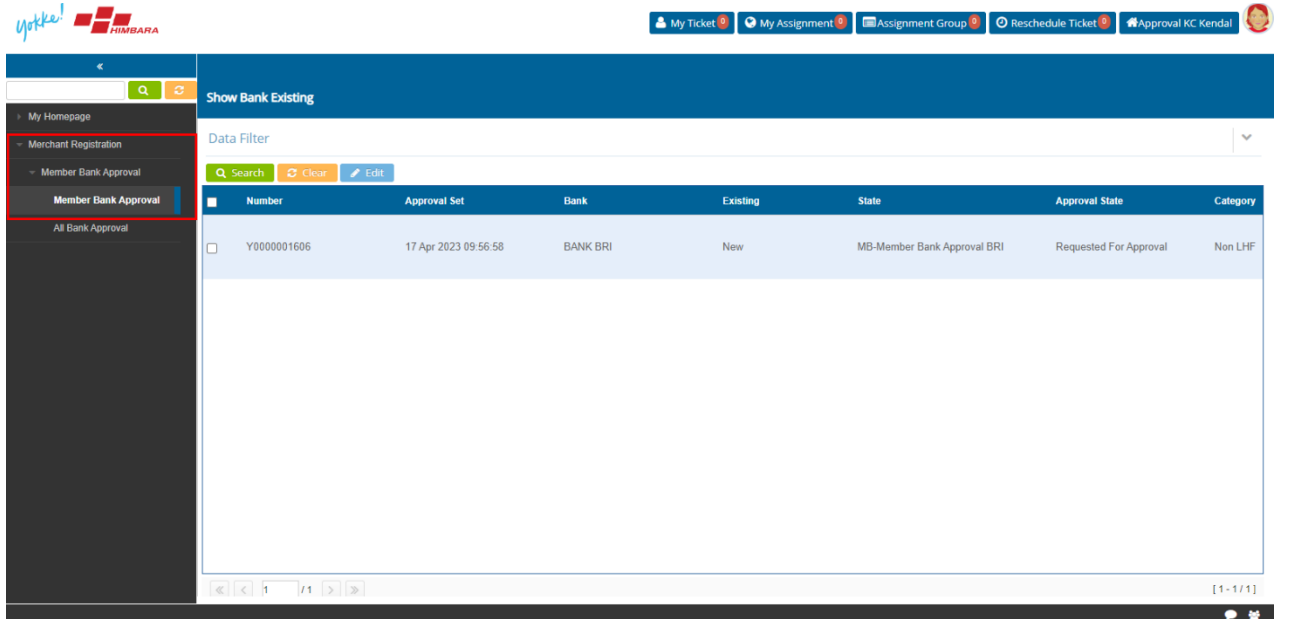
Existing/New: New  
MID Existing:   
TID Existing:   
State: MB-Member Bank Approval BRI  
Assignment Group: BANK BRI-KC Kendal  
Assigned To: Approval KC Kendal  
Scoring: %  
Rating:   
Incentive:   
Routing Approval: None  
Status Approval: Requested For Approval  
Hierarchy:   
Progress Approval:   
Approve Date:

Save Back Pickup Print

User	Status	Result	Approval Date	Approval Set
Analyst Bank	Rekomendasi Approve	rekomend appr	18 Apr 2023 09:18:53	18 Apr 2023 09:18:03

# APPROVAL KC TERPILIH

1. Login Sebagai Approval KC Lalu klik Merchant Registration -> Member Bank Approval -> pilih tiket dan klik edit



Yotke! HIMBARA

My Ticket 0 My Assignment 0 Assignment Group 0 Reschedule Ticket 0 Approval KC Kendal

My Homepage

Merchant Registration

Member Bank Approval

All Bank Approval

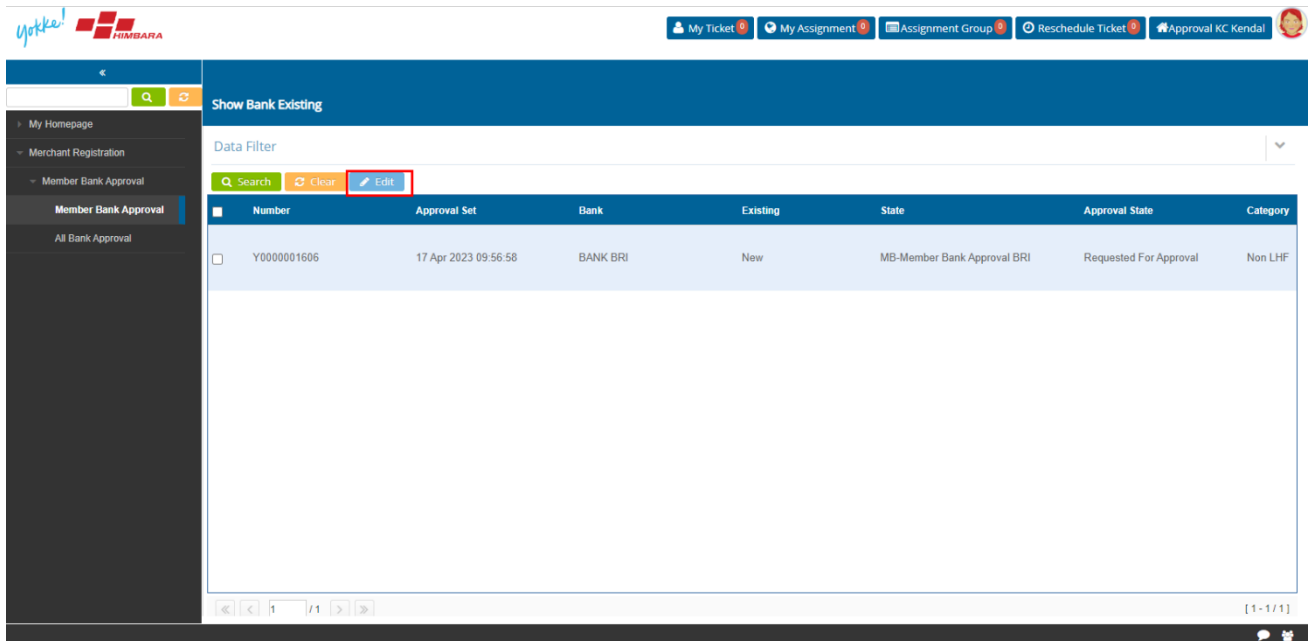
Show Bank Existing

Data Filter

Search Clear Edit

	Number	Approval Set	Bank	Existing	State	Approval State	Category
<input type="checkbox"/>	Y0000001606	17 Apr 2023 09:56:58	BANK BRI	New	MB-Member Bank Approval BRI	Requested For Approval	Non LHF

[ 1 - 1 / 1 ]



Yotke! HIMBARA

My Ticket 0 My Assignment 0 Assignment Group 0 Reschedule Ticket 0 Approval KC Kendal

My Homepage

Merchant Registration

Member Bank Approval

All Bank Approval

Show Bank Existing

Data Filter

Search Clear Edit

	Number	Approval Set	Bank	Existing	State	Approval State	Category
<input type="checkbox"/>	Y0000001606	17 Apr 2023 09:56:58	BANK BRI	New	MB-Member Bank Approval BRI	Requested For Approval	Non LHF

[ 1 - 1 / 1 ]

## 2. Klik pickup -> yes -> klik action

The screenshot shows the 'Edit Bank Existing' form in the HIMBARA system. The form is divided into two main sections: 'Form Fields' and 'Approval Table'.

**Form Fields:**

- Category Bank: HIMBARA
- Bank: 002 - BANK BRI
- Payment Acc Branch: BANK BRI-KC Kendal
- User PIC: [Empty]
- Name PIC: [Empty]
- Mobile Number: [Empty]
- Email: [Empty]
- NIK: [Empty]
- Register: ☐ Yes ☐ No
- Merchant: Y000001606
- SPK: [Empty]
- Signed: ☐
- Existing/New: New
- MID Existing: [Empty]
- TID Existing: [Empty]
- State: MB-Member Bank Approval BRI
- Assignment Group: BANK BRI-KC Kendal
- Assigned To: approval.kckandal
- Scoring: [Empty] %
- Rating: [Empty]
- Incentive: [Empty]
- Routing Approval: None
- Status Approval: Requested For Approval
- Hierarchy: [Empty]
- Progress Approval: [Empty]
- Approve Date: [Empty]

**Buttons:** Save, Back, Print, Action (highlighted with a red box).

**Approval Table:**

User	Status	Result	Approval Date	Approval Set
Analyst Bank	Rekomendasi Approve	oke	17 Apr 2023 10:06:05	17 Apr 2023 09:56:58

## 3. isi Assigned To sesuai admin KC

The screenshot shows the 'Edit Bank Existing' form in the HIMBARA system. The 'Assigned To' field is highlighted with a red box, showing 'Admin KC Kendal'.

**Form Fields:**

- Category Bank: HIMBARA
- Bank: 002 - BANK BRI
- Payment Acc Branch: BANK BRI-KC Kendal
- User PIC: [Empty]
- Name PIC: [Empty]
- Mobile Number: [Empty]
- Email: [Empty]
- NIK: [Empty]
- Register: ☐ Yes ☐ No
- Merchant: Y000001606
- SPK: [Empty]
- Signed: ☐
- Existing/New: New
- MID Existing: [Empty]
- TID Existing: [Empty]
- State: MB-Member Bank Approval BRI
- Assignment Group: BANK BRI-KC Kendal
- Assigned To: Admin KC Kendal
- Scoring: [Empty] %
- Rating: [Empty]
- Incentive: [Empty]
- Routing Approval: None
- Status Approval: Requested For Approval
- Hierarchy: [Empty]
- Progress Approval: [Empty]
- Approve Date: [Empty]

**Buttons:** Save, Back, Print, Action.

**Approval Table:**

User	Status	Result	Approval Date	Approval Set
Analyst Bank	Rekomendasi Approve	rekomend appr	17 Apr 2023 14:34:44	17 Apr 2023 11:48:20

#### 4. Pilih approve / reject, lalu submit

The screenshot shows the 'Edit Bank Existing' form in the HIMBARA system. A 'Confirm' dialog box is open in the center, prompting the user to choose between 'Approve' and 'Reject'. The 'Approve' option is selected. Below the dialog box, the form fields are visible, including 'Category Bank', 'Bank', 'Payment Acc Branch', 'User PIC', 'Name PIC', 'Mobile Number', 'Email', 'NIK', 'Register', 'Merchant', 'SPK', and 'Signed'. At the bottom of the form, there is a table showing the approval history.

User	Status	Result	Approval Date	Approval Set
Analyst Bank	Rekomendasi Approve	oka	17 Apr 2023 10:06:05	17 Apr 2023 09:56:58

#### 5. isi Assigned To sesuai admin KC, lalu save

The screenshot shows the 'Edit Bank Existing' form in the HIMBARA system. The 'Assigned To' field is highlighted with a red box, indicating that the user should assign the task to the appropriate admin. The form fields are the same as in the previous screenshot, but the 'Confirm' dialog box is no longer present. The 'Approval' tab is selected at the bottom.

User	Status	Result	Approval Date	Approval Set
Analyst Bank	Rekomendasi Approve	rekomend appr	17 Apr 2023 14:34:44	17 Apr 2023 11:48:20

# ADMIN CABANG

1. Melakukan Pickup tiket, lalu Isi form untuk pic memberbank, jika sudah di isi klik register

Category Bank: HIMBARA

Bank: 002 - BANK BRI

Payment Acc Branch: BANK BRI-KC Kendal

User PIC:

Name PIC: BANK BRI-KC Kendal

Mobile Number: 08889555

Email: Dhaniel@gmail.com

NIK: 3201150525825

Register: ☐ Yes ☐ No

Register

Merchant: Y0000001806

View Merchant Registration

SPK:

Signed: ☐

Existing/New: New

MID Existing:

TID Existing:

State: MB-Admin BRI

Assignment Group: BANK BRI-KC Kendal

Assigned To: Admin KC Kendal

Scoring: %

Rating:

Incentive:

Routing Approval: None

Status Approval: Approved Bank

Hierarchy:

Progress Approval:

Approve Date:

Member Bank	Member Bank MID	Bank Account	Clearing Code	Account No	Owner	Dir CRAC Type
<input type="checkbox"/> BANK BNI		BANK BNI	BNI 46	111111111111111111	ENDA	Saving
<input type="checkbox"/> BANK BRI	0000000000000000	BANK BRI	BRI	111111111111111111	ENDA	Saving

2. klik edit memberbank untuk mengisi MID member bank lalu save

Category Bank: HIMBARA

Bank: 002 - BANK BRI

Payment Acc Branch: BANK BRI-KC Kendal

User PIC:

Name PIC: BANK BRI-KC Kendal

Mobile Number: 08889555

Email: Dhaniel@gmail.com

NIK: 3201150525825

Register: ☐ Yes ☐ No

Register

Merchant: Y0000001806

View Merchant Registration

SPK:

Signed: ☐

Existing/New: New

MID Existing:

TID Existing:

State: MB-Admin BRI

Assignment Group: BANK BRI-KC Kendal

Assigned To: Admin KC Kendal

Scoring: %

Rating:

Incentive:

Routing Approval: None

Status Approval: Approved Bank

Hierarchy:

Progress Approval:

Approve Date:

Member Bank	Member Bank MID	Bank Account	Clearing Code	Account No	Owner	Dir CRAC Type
<input type="checkbox"/> BANK BNI		BANK BNI	BNI 46	111111111111111111	ENDA	Saving
<input type="checkbox"/> BANK BRI	0000000000000000	BANK BRI	BRI	111111111111111111	ENDA	Saving

Category Bank: HIMBARA Existing/New: New Bank: 002 - BANK BRI MID Existing:

**Edit Member Bank**

Member Bank: 002 - BANK BRI Acquisition Branch: 00034  
 Member Bank MID: 00000000000000 BANK BRI-KC Kendal  
 Bank Account: 002 - BANK BRI Payment Limit / Day: 0  
 Clearing Code: 0020307 - BRI Sales Limit: 150.000.000  
 Account No: 1111111111111111 Aggregation Unit: ☒ Visa ☒ Master ☐ CUP  
 Owner: Enda ☒ JCB ☐ Amex  
 Dir CRAC Type: Saving Start Date: 05-04-2023  
 Result: Others End Date:   
 Visa MVV: 2352 Source Of Merchant: No  
 Settlement Trust: EDC-Trust Off Us Trans Rate: 33  
 Payment Acc Branch: 00034  
 Location Branch: 00034

BANK BNI	BANK BNI	BNI 46	1111111111111111	END A	Saving	
<input checked="" type="checkbox"/>	BANK BRI	0000000000000000	BANK BRI	BRI	1111111111111111 END A	Saving

3. klik edit EDC Feature untuk mengisi TID member bank lalu save

INST 03 ☐ Refund ☐ PL ☐ INST 24 + Loyalty ☐  
 INST 06 ☐ Unmasking ☐ Biller ☐ INST 36 + Loyalty ☐  
 INST 09 ☐ Loyalty ☐ Merchant Loyalty ☐  
 INST 12 ☐  
 INST 18 ☐

MB TID: 7890987 Min cash withdrawal(Rp): 0  
 Valid MMY print (Slip): 0000 Max cash withdrawal(Rp): 0  
 Valid MMY print (Report): 0000 Admin Fee Cash: 0  
 Masking Rule 16(Slip): ####\_####\_####\_0000 Withdrawal: 0  
 Masking Rule 16(Report): ####\_####\_####\_0000 Max Tip Rate (%): 0  
 Masking Rule 19(Slip): ####\_####\_####\_0000 Loyalty Group ID: 0  
 Masking Rule 19(Report): ####\_####\_####\_0000  
 QR Scanner (CPM): 0000 Daily Key in Limit(Rp): 0  
 Daily Refund Count: 0 Prepaid Settlement: Manual Only  
 Daily Refund Amount (Rp): 0 Excess Completion: 0  
 Min Sale (PWCW(RP)): 0 DCC Margin(%): 0 0 0 0

PL Code	PL Code	PL Code
None	None	None
None	None	None
None	None	None
None	None	None
None	None	None

#### 4. Action tiket , lalu submit

The screenshot displays a web application interface for managing bank members. A 'Confirm' dialog box is overlaid on the 'Member Bank Existing' form, indicating a submission action.

**Form Fields:**

- Category Bank: HIMBARA
- Bank: 002 - BANK BRI
- Payment Acc Branch: BANK BRI-KC Kendal
- User PIC: BANK BRI-KC Kendal
- Mobile Number: 08889555
- Email: Dhanial@...
- NIK: 320115052
- Register: ☐ Yes ☒ No
- Merchant: Y00000018
- SPK:
- Signed: ☐

**Confirmation Dialog:**

- Stage: MB-Admin BRI
- Result: Submit
- Return Reason: None
- Return To: None
- Comments: done

**Table: Bank Features**

Bank	Number Terminal	MID TID	Features	Fund Transfer Account	PL Code
BANK BRI	00001307	7890987	Credit, Debit, Pre Paid, QRIS Domestic, Credit Off us, Debit Off us		