

M-PESA Guide

Contents

Revision Log	3
STEP 1: Transfer float from MMF/MPESA account to Utility Account	4

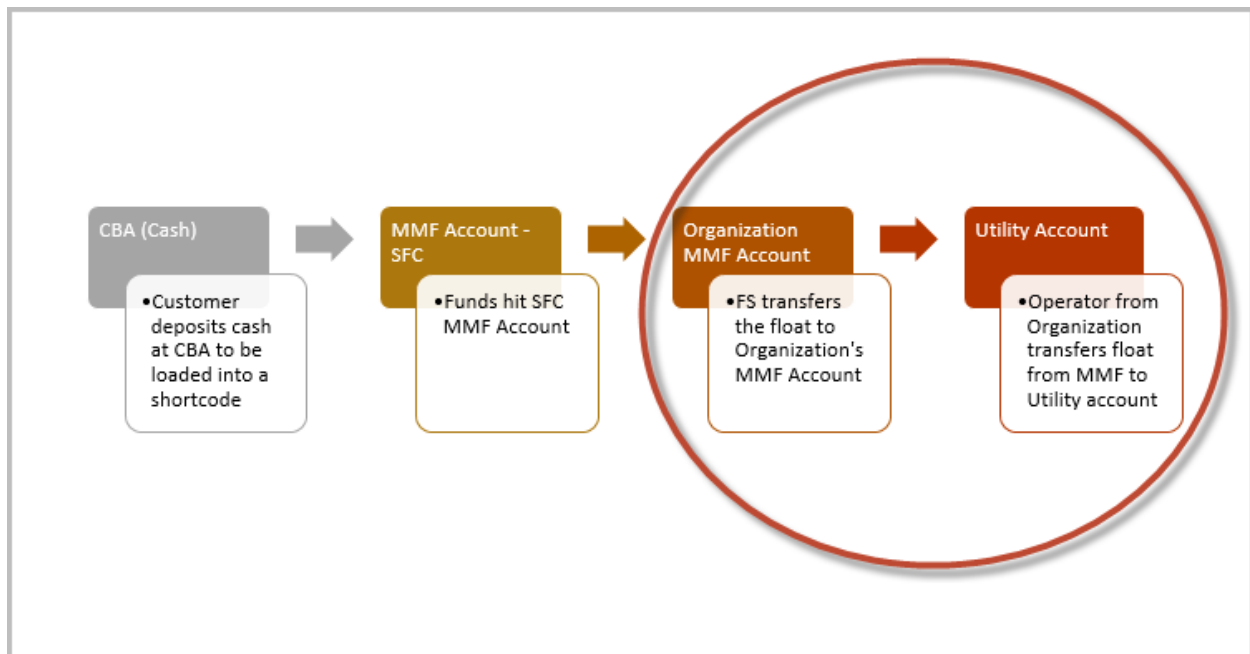
Revision Log

Rev#	Revision Date	Revision	Revision by
1.0	27 th August, 2013	Initial Draft	Steve Mutungi

STEP 1: Transfer float from MMF/MPESA account to Utility Account

NB: For the 3rd party to do B2C operation, the account that is debited is the Organization's Utility account and NOT MMF/MPESA account. Therefore, a transfer to Utility account is necessary. This operation is done by Organization's operator, and approved by Organization's manager.

In summary, this is what goes down. The circled part is described in detail.



To transfer float, follow the steps below:

Login into the portal as an operator

Welcome

Welcome to the Not M-PESA Administration Website

Username:

Password:

Organisation: ×

☒ Use Advanced Interface

[Log In](#) [Forgot Password](#)

Initiate a transaction to transfer float

Overview

Search

My Transactions

Financial Services

Bulk Transactions

My Preferences

Recent Transactions

View Statement

Enter New Transaction

Account Overview

Transaction Details

Phone Details

Transaction Name

kenyapoliceb2c

Short Code

100027

System Messages

There are no messages available.

Summary of Accounts

Organisation	Organisation Status	Account Type	Account Status	Current Balance	Available Funds
kenyapoliceb2c	Active Accounts	Charges Paid Account	Active	0.00	0.00
kenyapoliceb2c	Active Accounts	Utility Account	Active	0.00	0.00

Relationship	Attached To	Relationship Status	Chargeband	Account Type	Account Status	Current Balance	Available Funds
Business Customer	Not M-PESA	Active Accounts	Launch Tariff	MMF Account	Active	500000.00	500000.00
Bank Client	Not Bank	Active Accounts					
B2C Business	kenyapoliceb2c	Active Accounts					
Core API Primary	kenyapolice	Active					
Core API Client	kenyapolice	Active					

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Provide all the details for the transfer as shown below:

Overview

Search

My Transactions

Financial Services

Bulk Transactions

My Preferences

System Message

There are no messages available.

Enter A Transaction

Summary of Accounts

Organisation	Organisation Status	Account Type	Account Status	Current Balance	Available Funds
kenyapoliceb2c	Active Accounts	Charges Paid Account	Active	0.00	0.00
kenyapoliceb2c	Active Accounts	Utility Account	Active	0.00	0.00

Relationship	Attached To	Relationship Status	Account Type	Account Status	Chargeband	Current Balance	Available Funds
Business Customer	Not M-PESA	Active Accounts	MMF Account	Active	Launch Tariff	500000.00	500000.00
Bank Client	Not Bank	Active Accounts					
B2C Business	kenyapoliceb2c	Active Accounts					
Core API Primary	kenyapolice	Active					
Core API Client	kenyapolice	Active					

Enter Transaction Details

Using Account:

Business Customer - M-PESA Account

TransactionType:

[B201] Business Transfer from MMF Account to Utility Ac

Business Transfer from Working Account to Utility Account

[Web]

From (Debit)

Debit Role: Business 100027 - kenya policeb2c

Amount:

400000

Reason:

Transaction required to maintain accounts

After submit, you will see the transaction summary as below:

Overview

Search

My Transactions

Financial Services

Bulk Transactions

My Preferences

System Message

There are no messages available.

Enter A Transaction

Receipt Number	X-AW837
Time Initiated	2013-08-19 09:12:17
Transaction Type	Business Transfer from MMF Account to Utility Account
Status	Authorised
Reason for Transaction	Transaction required to maintain accounts - blablabla
System Message	Funds Available
Initiating Operator	kenyapolice operator
Finalising Operator	kenyapolice operator

Description	Amount	Balance
Credit Entry (Utility Account): 100027 - kenya policeb2c	400000.00	400000.00 *
Debit Entry (M-PESA Account): 100027 - kenya policeb2c	-400000.00	100000.00 *

Login as a manager to approve the transaction

Welcome

Welcome to the Not M-PESA Administration Website

Username:

kenyapolice manager

x

Password:

••••••••

Organisation:

kenyapoliceb2c

☒ Use Advanced Interface

Log In

Forgot Password

Navigate as shown by clicking on “My Transactions” on the menu:

Overview

Search

My Transactions

Financial Services

Bulk Transactions

BI Reports

Operator Management

My Preferences

Initiator Password

System Messages

There are no messages available.

Account Overview

Organisation Details

Organisation Namekenyapoliceb2c

Phone Details

Short Code100027

Summary of Accounts

Organisation	Organisation Status	Account Type	Account Status	Current Balance	Available Funds
kenyapoliceb2c	Active Accounts	Charges Paid Account	Active	0.00	0.00
kenyapoliceb2c	Active Accounts	Utility Account	Active	0.00	0.00

Relationship	Attached To	Relationship Status	Chargeband	Account Type	Account Status	Current Balance	Available Funds
Business Customer	Not M-PESA	Active Accounts	Launch Tariff	MMF Account	Active	500000.00	100000.00
Bank Client	Not Bank	Active Accounts					
B2C Business	kenyapoliceb2c	Active Accounts					
Core API Primary	kenyapolice	Active					
Core API Client	kenyapolice	Active					

Click on “Transaction Receipt” to view transaction details:

Overview	My Transactions						
Search							
My Transactions							
Financial Services							
Bulk Transactions							
BI Reports							
Operator Management							
My Preferences							
Initiator Password							
	Receipt	Transaction Type	Debit Party	Credit Party	Amount	Time Initiated	Expiry Time
	X-AW837	Business Transfer from MMF Account to Utility Account	100027 - kenyapoliceb2c	100027 - kenyapoliceb2c	400000.00	19/08/2013 09:12:17	22/08/2013 09:12:17

Confirm transaction

Time Initiated	2013-08-19 09:12:17
Transaction Type	Business Transfer from MMF Account to Utility Account
Status	Authorised
Reason for Transaction	Transaction required to maintain accounts - blablabla
System Message	Funds Available
Initiating Operator	kenyapolice operator
Finalising Operator	kenyapolice operator

Description	Amount	Balance
Credit Entry (Utility Account): 100027 - kenyapoliceb2c	400000.00	400000.00 *
Debit Entry (M-PESA Account): 100027 - kenyapoliceb2c	-400000.00	100000.00 *

Transaction Action Required

☐ Cancel
☐ Cancel and Create Follow-on Task
☒ Confirm
☐ Create a Task

After finalizing the transaction, balances reflect accordingly.

- Overview
- Search
- My Transactions
- Financial Services
- Bulk Transactions
- BI Reports
- Operator Management
- My Preferences
- Initiator Password

System Messages

There are no messages available.

Account Overview

Organisation Details

Organisation Name: kenyapoliceb2c

Phone Details

Short Code: 100027

Summary of Accounts

Organisation	Organisation Status	Account Type	Account Status	Current Balance	Available Funds
kenyapoliceb2c	Active Accounts	Charges Paid Account	Active	0.00	0.00
kenyapoliceb2c	Active Accounts	Utility Account	Active	400000.00	400000.00

Relationship	Attached To	Relationship Status	Chargeband	Account Type	Account Status	Current Balance	Available Funds
Business Customer	Not M-PESA	Active Accounts	Launch Tariff	MMF Account	Active	100000.00	100000.00
Bank Client	Not Bank	Active Accounts					
B2C Business	kenyapoliceb2c	Active Accounts					
Core API Primary	kenyapolice	Active					
Core API Client	kenyapolice	Active					

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