

# **Corporate Cyberbanking Demo Guide**

## **Fund Transfers to Other Banks (HK)**

This document is produced by The Bank of East Asia, Limited (“BEA”). It is intended to serve as a general guideline for use of our Corporate Cyberbanking services. While every effort has been made to ensure accuracy, BEA makes no representation or warranty, express, implied, or statutory, with respect to, and assumes no responsibility for, the accuracy, completeness, sufficiency, or usefulness of the information contained herein.

This demo guide illustrates the required steps for users to transfer funds to accounts with other banks in Hong Kong.

Please refer to the following for the relevant steps according to your user type:

<b>User Type</b>	<b>Role</b>	<b>Section</b>	<b>Page</b>
Default User	Input, sign and send	<a href="#">Fund Transfer – Default User (with transaction right granted)</a>	3
Normal User	Input	<a href="#">Fund Transfer – Normal User</a>	8
Signer/ Default User	Sign and send	<a href="#">Fund Transfer – Signer &amp; Default User</a>	11

## Fund Transfer – Default User (with transaction right granted)

### Step 1

- Visit [www.hkbea.com](http://www.hkbea.com) and select “Hong Kong – Corporate Cyberbanking” in the login menu.
- Enter your Account No., User ID., and PIN to log in.

BEA 東亞銀行 CORPORATE CYBERBANKING  
企業電子網絡銀行

Account No.  
015 514  
Remember account number

User ID  
demouser

Personal Identification No. ("PIN")  
●●●●●●

Q W E R T Y U I O P 1 4 9  
A S D F G H J K L 5 2 8  
Z X C V B N M 0 7 6  
Clear Backspace 3

For your security, please be aware of your surroundings before entering personal information.

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### Step 2

- Go to “Cash Management > Fund Transfer > Other Bank (HK)” in the side-menu.

BEA 東亞銀行

Hello! You are login as A01 signer Last Login: 29 JAN 2020 17:10:03 HKT (Successful)

Home

Company: TEST.FPS.1

Cash Management > Account Enquiry

Trade Services > Fund Transfer > BEA HK Account

MPF > Bill Payment > BEA China Account

Payroll & Autopay > E-bills > Other Bank (HK)

Banking Services > Time Deposit > Other Bank (China & Overseas)

Investments > Rate Enquiry

Approval Centre > Liquidity Management

Internal Reference Number Start Date

### Step 3

- a. Select a currency from the currency tab, e.g. "HKD".
- b. Select/enter the transaction details.
- c. Select "Proceed" to continue.

1 Input 2 Sign 3 Send

Use Template:

HKD CNY USD

**Applicant/Remitter**

Company: EBPP TEST C

Withdrawal Account: 015- (CPLUS - SSA) CCY:HKD

Transaction Amount: HKD 3000

**Beneficiary Account**

Pre-designated account  
Search a payee by typing their account name or no. (a key part of the name/no.). You can also double-click the search box to view full list of pre-designated payees.

Other payee Identification (mobile no., email address, FPS ID, or account no.)

Deposit Account:

Account no.:

Account No.: 672- #

Account Name: TEST WONG TAI

Notes:  
1. Chinese characters not accepted.  
2. The recipient account holder's name you enter must exactly match that registered in the recipient's bank.

**Beneficiary Details**

Address (Optional):

**Remittance Details**

Transaction Method:

Execution Date (HKT): 31/01/2020 (DD/MM/YYYY)

The exact time the money is credited to the payee's account will depend on the procedures of their bank.

Payment Details (Optional):

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

Cancel Clear **Proceed**

### Step 4

- a. Select "Sign Now" to continue.

1 Input 2 Sign 3 Send

**Transaction Input** 31 JAN 2020 16:45:01 HKT  
This transaction is ready to sign.

Return **Sign Now**

Transaction No.: RMT001611 Version No.: 1 **Status: Valid**

**Applicant/Remitter**

Company: EBPP TEST C

Withdrawal Account: 015- (CPLUS - SSA) CCY:HKD

Transaction Amount: HKD3,000.00

**Beneficiary Account**

Account No.: 672- #

Account Name: TEST WONG TAI

Bank Name:

## Step 5

- Verify the transaction details and the exchange rates (if any).
- Enter your Signer PIN using the onscreen keyboard.
- Select “Request one-time password” (OTP) (for transfers to non-designated accounts). An SMS notification will be sent to your registered mobile phone number.
- Enter the OTP that is sent to you using the onscreen keyboard.
- Select “Sign” to continue.

1 Input 2 Sign 3 Send

Transaction No.:	RMT001611	Version No.:	1	Status:	Valid																																																				
<b>Applicant/Remitter</b>																																																									
Company	EBPP TEST C																																																								
Withdrawal Account	015-195- ( ) (CPLUS - SSA) CCY:HKD																																																								
Transaction Amount	HKD3,000.00																																																								
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Account No.	672 ( ) #																																																								
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Execution Date	31 JAN 2020 HKT																																																								
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<b>Sign</b>																																																									
An SMS containing your OTP and an additional SMS notification will be sent to your activated mobile phone number. Please ensure you have registered the correct mobile phone number and your mobile phone is on in order to receive these messages.																																																									
Mobile Phone number:(852)51****00																																																									
Signer PIN: <input type="text"/>																																																									
One-time password*: <input type="text"/>																																																									
<a href="#">Request one-time password</a>																																																									
<table><tr><td>Q</td><td>W</td><td>E</td><td>R</td><td>T</td><td>Y</td><td>U</td><td>I</td><td>O</td><td>P</td><td>4</td><td>6</td><td>0</td></tr><tr><td>A</td><td>S</td><td>D</td><td>F</td><td>G</td><td>H</td><td>J</td><td>K</td><td>L</td><td>9</td><td>2</td><td>7</td><td></td></tr><tr><td>Z</td><td>X</td><td>C</td><td>V</td><td>B</td><td>N</td><td>M</td><td></td><td></td><td>5</td><td>8</td><td>3</td><td></td></tr><tr><td colspan="2">Backspace</td><td colspan="2">Clear</td><td colspan="2"></td><td colspan="2"></td><td colspan="2"></td><td colspan="2">1</td><td></td></tr></table>						Q	W	E	R	T	Y	U	I	O	P	4	6	0	A	S	D	F	G	H	J	K	L	9	2	7		Z	X	C	V	B	N	M			5	8	3		Backspace		Clear								1		
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Backspace		Clear								1																																															
<a href="#">Cancel</a> <a href="#">Audit</a> <a href="#">Sign</a>																																																									

 If you have enabled Sign-and-send, please skip to [Step 8](#). Your transaction will be signed and sent as soon as you select “Sign”. If you do not have Sign-and-send enabled, please ask your System Administrator (SYSADM) to enable this function in User Maintenance.

## Step 6

- Select "Send Now" to continue.

1 Input 2 Sign 3 Send

 **Transaction Signed**  
This transaction is ready to send. 31 JAN 2020 16:49:08 HKT

[Return](#) [Send Now](#)

**Transaction No.:** RMT001611      **Version No.:** 1      **Status:** Fully signed

**Applicant/Remitter**

Company	EBPP TEST C
Withdrawal Account	015-195- (CPLUS - SSA)    CCY:HKD
Transaction Amount	HKD3,000.00

**Beneficiary Account**

Account No.	672- #
Account Name	TEST WONG TAI
Bank Name	

## Step 7

- Verify the transaction details and the exchange rates (if any).
- Select "Confirm" to continue.

1 Input 2 Sign 3 Send

**Transaction No.:** RMT001611      **Version No.:** 1      **Status:** Fully signed

**Applicant/Remitter**

Company	EBPP TEST C
Withdrawal Account	015-195- (CPLUS - SSA)    CCY:HKD
Transaction Amount	HKD3,000.00

**Beneficiary Account**

Account No.	672- #
Account Name	TEST WONG TAI
Bank Name	

**Remittance Details**

Transaction Method	
Execution Date	31 JAN 2020 HKT

The exact time the money is credited to the payee's account will depend on the procedures of their bank.

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

[Cancel](#) [Confirm](#)

## Step 8

- a. The transaction is completed successfully.

**Transaction Completed** 31 JAN 2020 16:52:39 HKT

 Reference No.: EPC338306  
FPS Reference No.: FRN2020013100001107351  
Customer advice will be forwarded to you.

[Save as HTML](#) **OK**

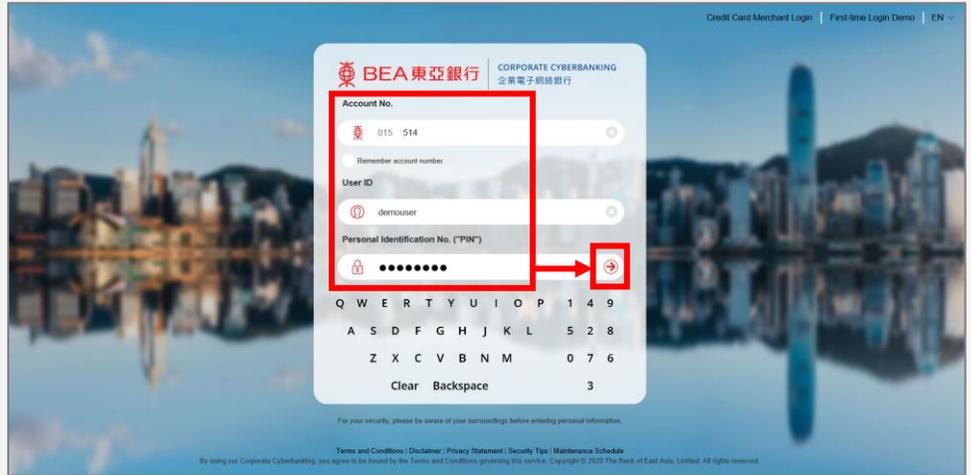
<b>Transaction No.:</b> RMT001611	<b>Version No.:</b> 1	<b>Status:</b> Confirmed
<b>Applicant/Remitter</b>		
Company	EBPP TEST C	
Withdrawal Account	015- ██████████ CPLUS - SSA CCY:HKD	
Transaction Amount	HKD3,000.00	
<b>Beneficiary Account</b>		
Account No.	672- ██████████ #	
Account Name	TEST WONG TAI	
Bank Name		
<b>Remittance Details</b>		
Transaction Method		
Execution Date	31 JAN 2020 HKT	
	The exact time the money is credited to the payee's account will depend on the procedures of their bank.	

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

# Fund Transfer – Normal User

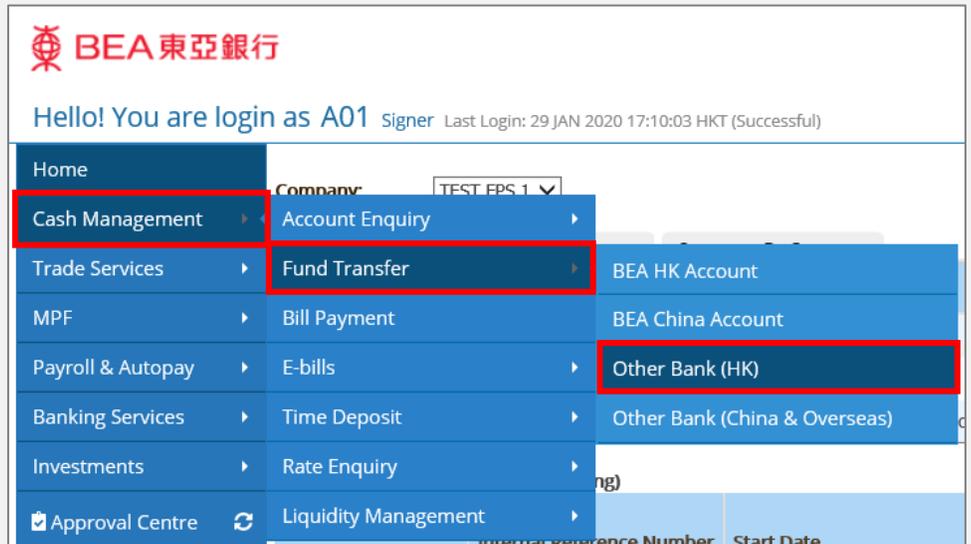
## Step 1

- a. Visit [www.hkbea.com](http://www.hkbea.com) and select “Hong Kong – Corporate Cyberbanking” in the login menu.
- b. Enter your Account No., User ID., and PIN to log in.



## Step 2

- a. Go to “Cash Management > Fund Transfer > Other Bank (HK)” in the side-menu.



### Step 3

- a. Select a currency from the currency tab, e.g. "HKD".
- b. Select/enter the transaction details.
- c. Select "Proceed" to continue.

1 Input    2 Sign    3 Send

Use Template:

**HKD**   CNY   USD

**Applicant/Remitter**

Company:

Withdrawal Account:  (CPLUS - SSA)   CCY:HKD

Transaction Amount: HKD

**Beneficiary Account**

Pre-designated account  
Search a payee by typing their account name or no. (a key part of the name/no.). You can also double-click the search box to view full list of pre-designated payees.

Other payee Identification (mobile no., email address, FPS ID, or account no.)

Deposit Account:

Account No.    Account Name

Notes:  
1. Chinese characters not accepted.  
2. The recipient account holder's name you enter must exactly match that registered in the recipient's bank.

**Beneficiary Details**

Address (Optional)

**Remittance Details**

Transaction Method: 

Execution Date (HKT):  (DD/MM/YYYY)

The exact time the money is credited to the payee's account will depend on the procedures of their bank.

Payment Details (Optional)

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

## Step 4

- a. The transaction status is now valid and ready to be signed.
- b. Inform a Signer to sign the transaction on or before the cut-off time on the execution date.

Transfer to Other Bank (Hong Kong)

1 Input   2 Sign   3 Send

 **Transaction Input** 19 MAR 2020 16:22:15 HKT  
This transaction is ready to sign.

[Return](#)

<b>Transaction No.:</b> RMT001662	<b>Version No.:</b> 1	<b>Status:</b> Valid
<b>Applicant/Remitter</b>		
Company	EBPP TEST C	
Withdrawal Account	015- (CPLUS - SSA) CCY:HKD	
Transaction Amount	HKD3,000.00	
<b>Beneficiary Account</b>		
Account No.	672-#	
Account Name	TEST WONG TAI	
Bank Name		
<b>Remittance Details</b>		
Transaction Method		
Execution Date	19 MAR 2020 HKT	
	The exact time the money is credited to the payee's account will depend on the procedures of their bank.	

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

## Fund Transfer – Signer & Default User

### Step 1

- Visit [www.hkbea.com](http://www.hkbea.com) and select “Hong Kong – Corporate Cyberbanking” in the login menu.
- Enter your Account No., User ID., and PIN to log in.

BEA 東亞銀行 CORPORATE CYBERBANKING  
企業電子網感銀行

Account No.  
015 514  
Remember account number

User ID  
demouser

Personal Identification No. ("PIN")  
●●●●●●●●

Q W E R T Y U I O P 1 4 9  
A S D F G H J K L 5 2 8  
Z X C V B N M 0 7 6  
Clear Backspace 3

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### Step 2

- Select the “Sign” tab under “Approval Centre” in the side menu.
- Select “Remittance” to continue.

Hello! You are login as DOROTHY Signer Last Login: 18 MAR 2020 12:41:03 HKT (Successful)

Home  
Cash Management ▶  
Trade Services ▶  
MPF ▶  
Payroll & Autopay ▶  
Banking Services ▶

Approval Centre

Sign Unsign

eDDA 14  
Time Deposit 1  
Remittance 2  
Trade Services 2  
Statement Request 1  
E-bills 1

[View Approval Lists](#)

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Your Unit Trusts Library!

### Step 3

- a. Click on a particular Trans no. to sign the transaction.

Sign Transaction

Search By

<input type="checkbox"/>	Trans No	Type	Status	Execution Date (HKT)	Remitter	Beneficiary	Transaction Amount
<input type="checkbox"/>	<b>RMT001662</b>	Local Banks	Valid	19 MAR 2020	EBPP TEST C 015-██████████	672-██████████ TEST WONG TAI	HKD 3,000.00
<input type="checkbox"/>	<u>RMT001659</u>	Local Banks	Valid	19 MAR 2020	HK COMPANY 04 015-██████████	024-██████████ TEST TEST23	HKD 1.00

Go to Page  of 1

## Step 4

- Verify the transaction details and the exchange rates (if any).
- Enter your Signer PIN using the onscreen keyboard.
- Select “Request one-time password” (OTP) (for transfers to non-designated accounts). An SMS notification will be sent to your registered mobile phone number.
- Enter the OTP that is sent to you using the onscreen keyboard.
- Select “Sign” to continue.

Transfer to Other Bank (Hong Kong)

1 Input 2 Sign 3 Send

Transaction No.:	RMT001662	Version No.:	1	Status:	Valid
<b>Applicant/Remitter</b>					
Company	EBPP TEST C				
Withdrawal Account	015- (CPLUS - SSA) CCY:HKD				
Transaction Amount	HKD3,000.00				
<b>Beneficiary Account</b>					
Account No.	672-#				
Account Name	TEST WONG TAI				
Bank Name					
<b>Remittance Details</b>					
Transaction Method					
Execution Date	19 MAR 2020 HKT				
The exact time the money is credited to the payee's account will depend on the procedures of their bank.					

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

 Sign

An SMS containing your OTP and an additional SMS notification will be sent to your activated mobile phone number. Please ensure you have registered the correct mobile phone number and your mobile phone is on in order to receive these messages.

Mobile Phone number:(852)90\*\*\*\*65

Signer PIN:

One-time password\*:

[Request one-time password](#)

Q	W	E	R	T	Y	U	I	O	P	6	9	2
A	S	D	F	G	H	J	K	L	8	0	5	
Z	X	C	V	B	N	M			3	4	1	
Backspace										Clear		7

Cancel Audit **Sign**



If you have enabled Sign-and-send, please skip to [Step 7](#). Your transaction will be signed and sent as soon as you select “Sign”. If you do not have Sign-and-Send enabled, please ask your System Administrator (SYSADM) to enable this function in User Maintenance.

## Step 5

- Select "Send Now" to continue.

1 Input 2 Sign 3 Send

 **Transaction Signed** 31 JAN 2020 16:49:08 HKT  
This transaction is ready to send.

Status: Fully signed

<b>Transaction No.:</b> RMT001611	<b>Version No.:</b> 1
<b>Applicant/Remitter</b>	
Company	EBPP TEST C
Withdrawal Account	015-195- (CPLUS - SSA) CCY:HKD
Transaction Amount	HKD3,000.00
<b>Beneficiary Account</b>	
Account No.	672- #
Account Name	TEST WONG TAI
Bank Name	

## Step 6

- Verify the transaction details.
- Select "Confirm" to continue.

1 Input 2 Sign 3 Send

<b>Transaction No.:</b> RMT001611	<b>Version No.:</b> 1	<b>Status:</b> Fully signed
<b>Applicant/Remitter</b>		
Company	EBPP TEST C	
Withdrawal Account	015-195- (CPLUS - SSA) CCY:HKD	
Transaction Amount	HKD3,000.00	
<b>Beneficiary Account</b>		
Account No.	672- #	
Account Name	TEST WONG TAI	
Bank Name		
<b>Remittance Details</b>		
Transaction Method		
Execution Date	31 JAN 2020 HKT	
The exact time the money is credited to the payee's account will depend on the procedures of their bank.		

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

## Step 7

- a. The transaction is completed successfully.

**Transaction Completed** 31 JAN 2020 16:52:39 HKT

 Reference No.: EPC338306  
FPS Reference No.: FRN2020013100001107351  
Customer advice will be forwarded to you.

[Save as HTML](#) **OK**

<b>Transaction No.:</b> RMT001611	<b>Version No.:</b> 1	<b>Status:</b> Confirmed
<b>Applicant/Remitter</b>		
Company	EBPP TEST C	
Withdrawal Account	015- ██████████ CPLUS - SSA CCY:HKD	
Transaction Amount	HKD3,000.00	
<b>Beneficiary Account</b>		
Account No.	672- ██████████ #	
Account Name	TEST WONG TAI	
Bank Name		
<b>Remittance Details</b>		
Transaction Method		
Execution Date	31 JAN 2020 HKT	
	The exact time the money is credited to the payee's account will depend on the procedures of their bank.	

I/We have read and fully understand the [Terms and Conditions for Bank Services relating to Faster Payment System](#) and agree to be bound by them.

-End-