

BEA Corporate Online

e-Statement/e-Advice Services (Corporate Administrator)

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The Bank of East Asia, Limited

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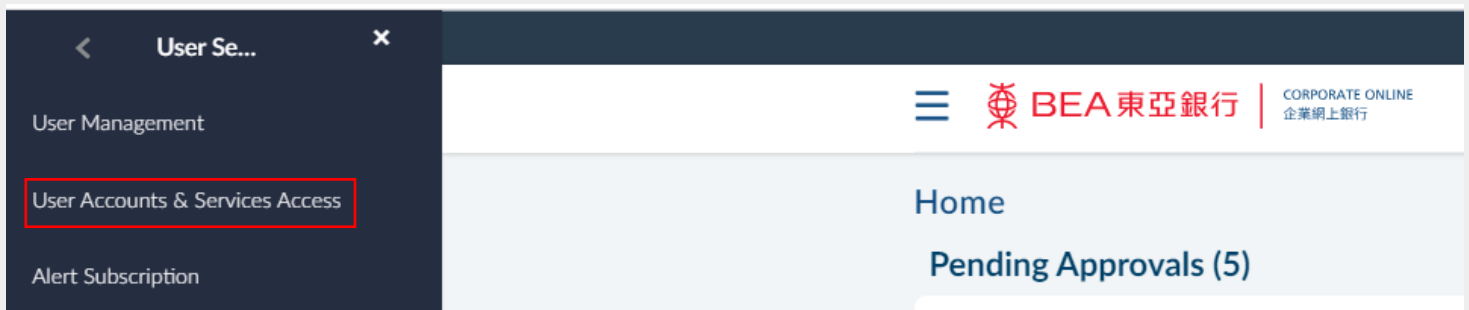
1. e-Statement/e-Advice Services – User Account and Services Access



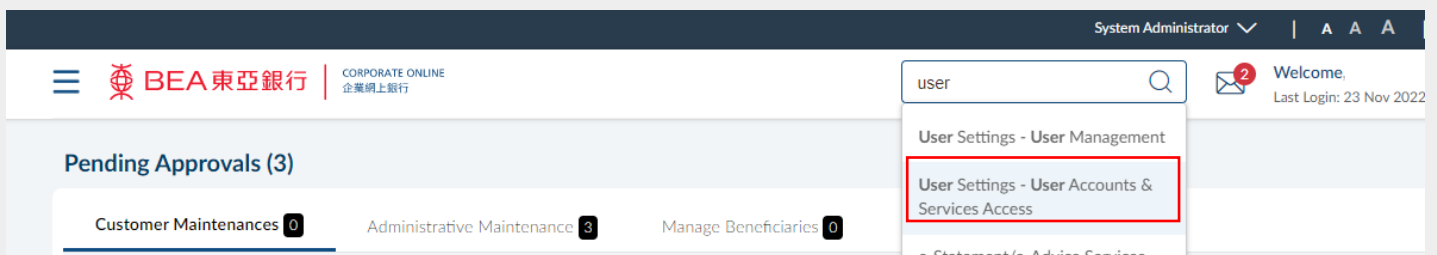
Corporate administrators can add / remove e-Statement/e-Advice Services of an account to a user under User Account and Services Access function.

How to get there

a. Menu > Getting Started > User Setting > User Account and Services Access;

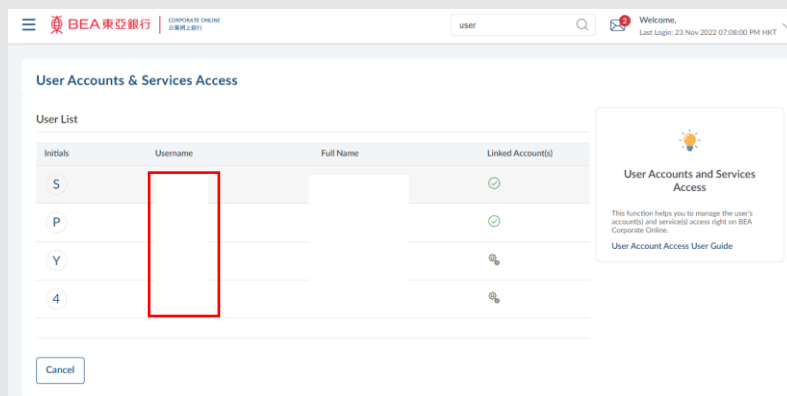


b. Dashboard > Quick Search > Type “User Account and Services Access”



Step
01

1. Select the user you want to add / remove mappings of accounts and e-Statement/ e-Advice access.
2. Click on [User Name].

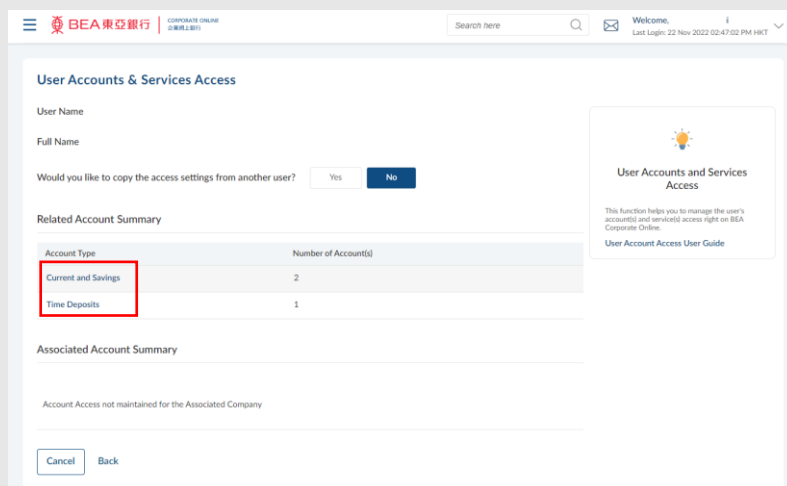


Step
02

1. Click on “Current and Savings” or “Time Deposit” to continue.

Corporate administrators can add / remove e-Statement/E-Advice Services of an individual User by enabling/disabling the following sub-category(s):

- For Current and Savings:
 - ✓ View e-Statement,
 - ✓ View e-Advice
 - ✓ Request for Adhoc Statement
- For Time Deposits:
 - ✓ View e-Advice



Step
03

1. Click “Edit” to manage the access for the user.
 2. Click “Next” to select/manage the enabled functions for each account.
 3. Tick the arrow button to edit the available function for enablement.*
 4. Click on “Save” to complete the mapping.
- Click on “Cancel” to return to the dashboard.
 - Click on “Back” to edit previous details.

User Accounts & Services Access

User Name

Full Name

Related Account(s) - Linkages

You can view the user's account and service access for current and savings account(s) and time deposits account(s) by selecting the respective account type tabs. Please press "Next" button to view the enabled functions for each account or press the "Edit" button to manage the access for the user.

Current and Savings **Time Deposit**

Link All Accounts

Account Number	Currency	Account Type
<input type="checkbox"/> 015	-	CORPORATEPLUS A/C
<input type="checkbox"/> 015	-	CORPORATEPLUS A/C
<input type="checkbox"/> 015	-	Time Deposit A/C

Edit **Next** **Delete** **Cancel** **Back**

User Accounts & Services Access

User Name
goldmaker

Full Name

Related Account(s) - Linkages

You can view and manage the available functions for enablement by clicking the arrow button next to the relevant account.

Current and Savings **Time Deposit**

Apply function enablement of first account to all selected accounts

Enable All Functions across All Accounts

Account Number	Currency	Account Type
^ <input type="checkbox"/> 015521104076132	-	Multi-CCY SSA

Enable All Functions

Alert Subscription

Create Alert Subscription Update Alert Subscription

Current and Savings Account

View Transaction History Account Details

Cheque

Cheque Status Inquiry Cheque Book Request Stop Cheque

e-Statement/e-Advice Services

View e-Advice View e-Statements Request for Ad hoc Statement

FPS Addressing Service

Activate FPS Addressing Service Edit FPS Addressing Service

Time Deposits

Time Deposit Placement

Third Party Service Provider Consent Management

Grant Consent to Third Party Service Provider

Transfers

Transfer Money - BEA (China) Transfer Money - Local Payments Transfer Money - Internal Transfers

Transfer Money - Overseas Payments Transfer Money - Own Accounts Transfers Transfer to Non-designated Account - BEA (China)

Transfer to Non-designated Account - Local Payments Transfer to Non-designated Account - Internal Transfers Transfer to Non-designated Account - Overseas Payments

Inward Remittance Overview Scheduled Payment Instruction Inquiries

^ 01552168019852 CORPORATEPLUS A/C

Save **Cancel** **Back**

Example – For Current and Savings accounts:

Related Account(s) - Linkages

You can view and manage the available functions for enablement by clicking the arrow button next to the relevant account.

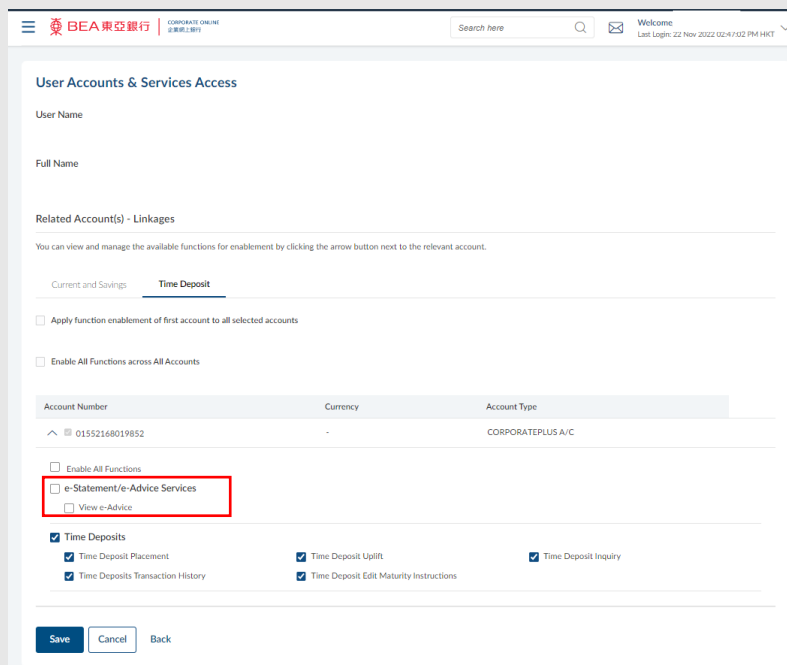
Current and Savings Time Deposit

Apply for [Click here for Current and Savings](#)

Enable All Functions across All Accounts

Account Number	Currency	Account Type
015521104076132	-	Multi-CCY SSA
<input checked="" type="checkbox"/> Enable <input checked="" type="checkbox"/> Alert Subscription <input checked="" type="checkbox"/> Create Alert Subscription <input checked="" type="checkbox"/> Update Alert Subscription		
<input checked="" type="checkbox"/> Current and Savings Account <input checked="" type="checkbox"/> View Transaction History <input checked="" type="checkbox"/> Account Details		
<input checked="" type="checkbox"/> Cheque <input checked="" type="checkbox"/> Cheque Status Inquiry <input checked="" type="checkbox"/> Cheque Book Request <input checked="" type="checkbox"/> Stop Cheque		
<input checked="" type="checkbox"/> e-Statement/e-Advice Services <input checked="" type="checkbox"/> View e-Advice <input checked="" type="checkbox"/> View e-Statements <input checked="" type="checkbox"/> Request for Ad hoc Statement		
<input checked="" type="checkbox"/> FPS Addressing Service <input checked="" type="checkbox"/> Activate FPS Addressing Service <input checked="" type="checkbox"/> Edit FPS Addressing Service		
<input checked="" type="checkbox"/> Time Deposits <input checked="" type="checkbox"/> Time Deposit Placement		
<input checked="" type="checkbox"/> Third Party Service Provider Consent Management <input checked="" type="checkbox"/> Grant Consent to Third Party Service Provider		
<input checked="" type="checkbox"/> Transfers <input checked="" type="checkbox"/> Transfer Money - BEA (China) <input checked="" type="checkbox"/> Transfer Money - Local Payments <input checked="" type="checkbox"/> Transfer Money - Internal Transfers <input checked="" type="checkbox"/> Transfer Money - Overseas Payments <input checked="" type="checkbox"/> Transfer Money - Own Accounts Transfers <input checked="" type="checkbox"/> Transfer to Non-designated Account - BEA (China) <input checked="" type="checkbox"/> Transfer to Non-designated Account - Local Payments <input checked="" type="checkbox"/> Transfer to Non-designated Account - Internal Transfers <input checked="" type="checkbox"/> Transfer to Non-designated Account - Overseas Payments <input checked="" type="checkbox"/> Inward Remittance Overview <input checked="" type="checkbox"/> Scheduled Payment Instruction Inquiries		
01552168019852	-	CORPORATEPLUS A/C

Example – For Time Deposits:



BEA 東亞銀行 | CORPORATE ONLINE 企業網上銀行

Search here

Welcome
Last Login: 22 Nov 2022 02:47:02 PM HKT

User Accounts & Services Access

User Name

Full Name

Related Account(s) - Linkages

You can view and manage the available functions for enablement by clicking the arrow button next to the relevant account.

Current and Savings **Time Deposit**

Apply function enablement of first account to all selected accounts

Enable All Functions across All Accounts

Account Number	Currency	Account Type
01552168019852	-	CORPORATEPLUS A/C

Enable All Functions

e-Statement/e-Advice Services

View e-Advice

Time Deposits

- Time Deposit Placement
- Time Deposits Transaction History
- Time Deposit Uplift
- Time Deposit Edit Maturity Instructions
- Time Deposit Inquiry

Save Cancel Back

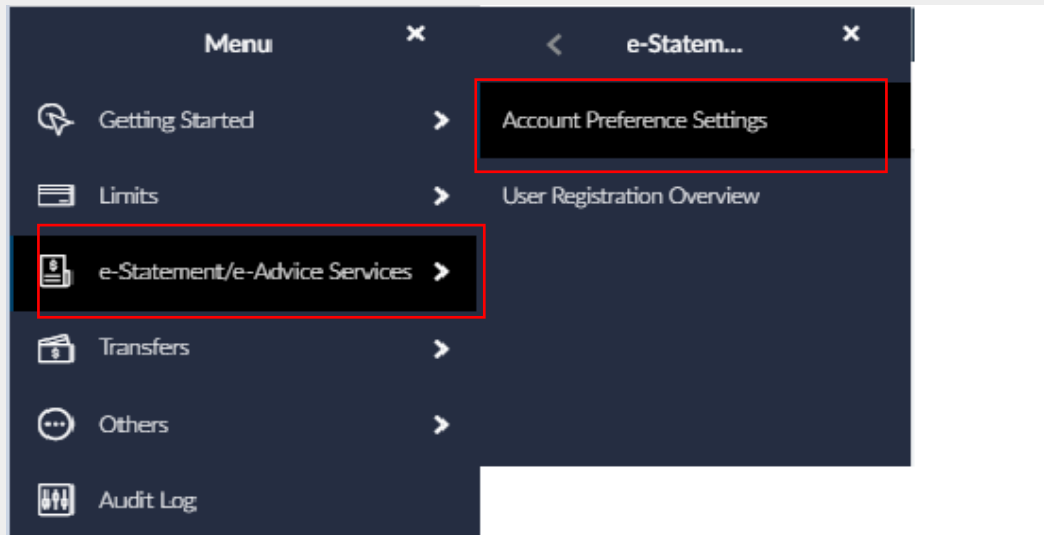
2. e-Statement/e-Advice Services – Account Preference Settings



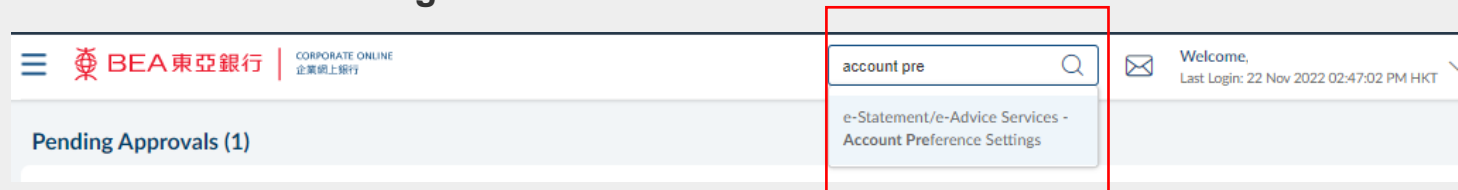
Corporate administrators can set and change e-Statement/e-Advice preference settings of receiving paper statement and e-Statement or e-Statement only, nominate primary email address for each mapped account to receive a reminder of the e-Statement availability.

How to get there

a. Menu > e-Statement/e-Advice Services > Account Preference Settings



b. Dashboard > Quick Search > Type “e-Statement/e-Advice Services - Account Preference Settings”



Step
01

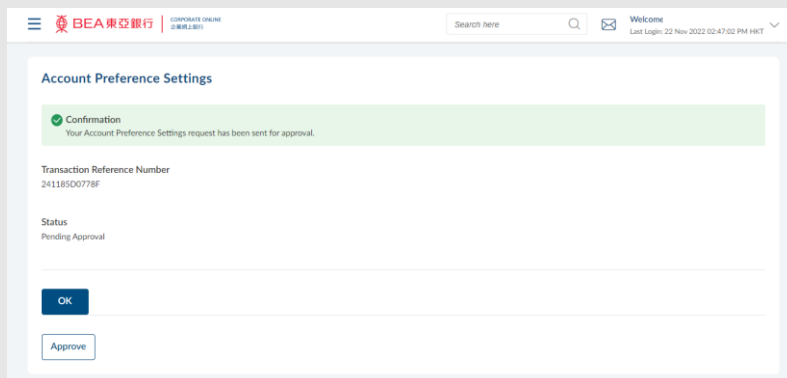
1. Select your preferred statement option: “Paper Statement and e-Statement” or “e-Statement Only”.
2. Add an email address to receive the reminder when the e-Statement is available.
3. Click on “Save” to continue.

Step
02

1. Review the settings and click on “Confirm” to submit.

Step
03

1. Transaction Reference Number will display upon successful submission of the request.
2. New settings will take effect upon Approver's approval. For approval details, please refer to the Approval Workflow guide.



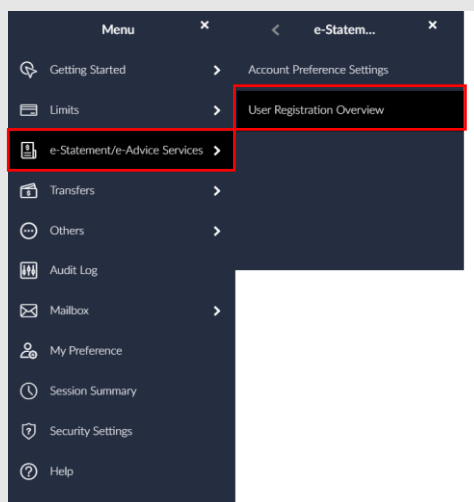
3. e-Statement/e-Advice Services – User Registration Overview



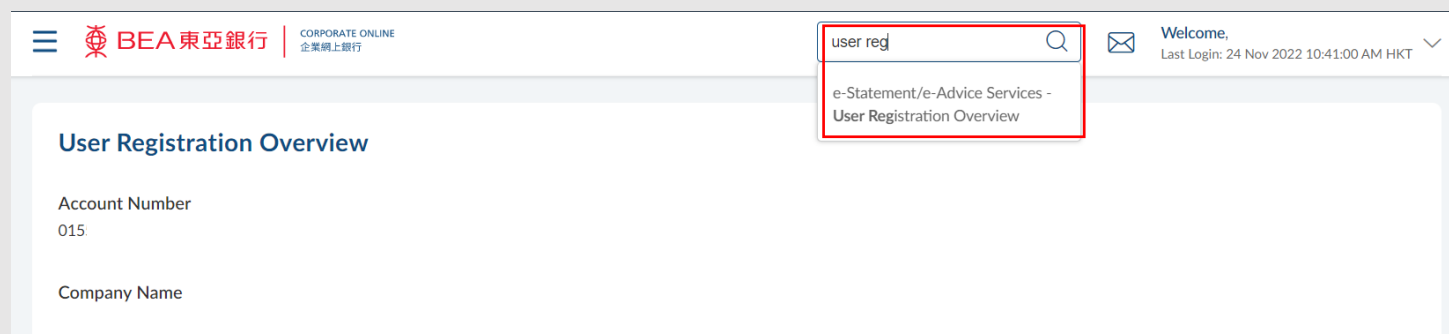
Corporate administrators can inquire about the list of accounts and users who have registered to view e-Statements / e-Advices. Inquiries can only be made for those accounts where e-Statement/e-Advice preference were set through Account Preference Settings.

How to get there

a. Menu > Others > e-Statement / e-Advice Services > User Registration Overview



b. Dashboard > Quick Search > Type “e-Statement / e-Advice Services – User Registration Overview”

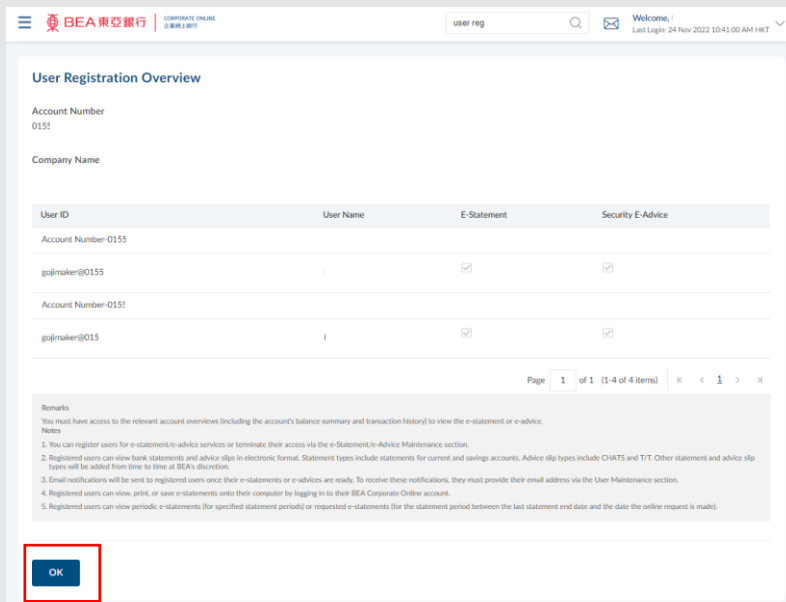


Step
01

1. User Registration Overview lists *all inquiry supporting accounts and their authorized Users who have access to view e-Statements/e-Advices.

*Only support the account enquiry of e-statement/e-advice preference set up through "Account Preference Settings".

2. Click on "OK" to return to the main screen.



BEA 東亞銀行 | CORPORATE ONLINE
 2. 東亞銀行

user reg

Welcome,
 Last Login: 24 Nov 2022 10:41:00 AM HKT

User Registration Overview

Account Number
 0155

Company Name

User ID	User Name	E-Statement	Security E-Advice
Account Number: 0155			
gojmaker@0155		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Account Number: 0155			
gojmaker@015		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Page 1 of 1 (1-4 of 4 Items)

Remarks
 You must have access to the relevant account overviews (including the account's balance summary and transaction history) to view the e-statement or e-advice.
 Notes
 1. You can register users for e-statement/e-advice services or terminate their access via the e-Statement/e-Advice Maintenance section.
 2. Registered users can view bank statements and advice slips in electronic format. Statement types include: statements for current and savings accounts. Advice slip types include: CHATS and T/T. Other statement and advice slip types will be added from time to time at BEA's discretion.
 3. Email notifications will be sent to registered users once their e-statements or e-advices are ready. To receive these notifications, they must provide their email address via the User Maintenance section.
 4. Registered users can view, print, or save e-statements onto their computer by logging in to their BEA Corporate Online account.
 5. Registered users can view periodic e-statements (for specified statement periods) or requested e-statements (for the statement period between the last statement end date and the date the online request is made).

OK