

Corporate Cyberbanking Quick Start Guide

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.

The Bank of East Asia, Limited

(11/2020)

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1. How to Access Corporate Cyberbanking “CCB”

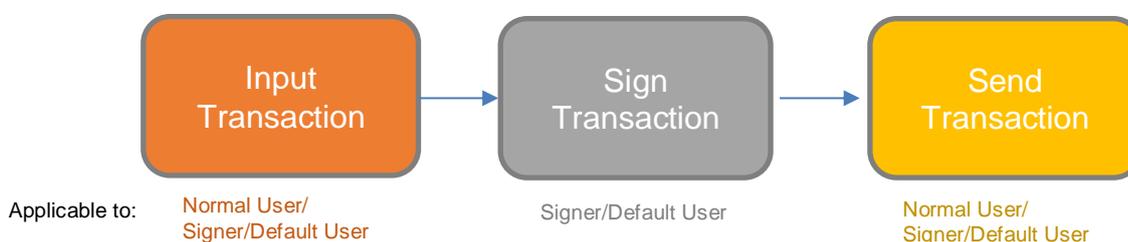
1.1 Overview

You can access CCB through the following channels, giving you greater freedom and flexibility to manage your company’s finances whenever and wherever you want.

- **Internet:** Visit the BEA website at www.hkbea.com and select “Hong Kong – Corporate Cyberbanking” from the login menu;
- **Mobile:** Download the BEA App from the App Store or Google Play Store onto your smartphone. Open the App and tap the menu button in the top left corner of the screen, then select “Corporate Mobile Banking”. This function is only available for designated signers;
- **Phone:** Dial (852) 2211 1838 from any touch-tone telephone.

1.2 Transaction flow

The following diagram shows the overall process for transaction. Different types of users have different access rights at each stage of a transaction, i.e. when it is initiated, signed, and sent.



In a standard transaction process, a Normal User will initiate a transaction, which will then be passed to a Signer for review and signature. Finally, the transaction is sent to an authorised person (e.g. Normal User, Signer etc.) to review and complete the transaction.

1.3 User Types

You can assign different duties to different users according to the need of your organization. There are three main types:

- Administrator (SYSADM);
- Normal User;
- Signer/ Default User.

Each user type has different rights according to their roles.

During the First Time Registration of CCB, a SYSADM first needs to log in and create users according to the company’s needs. The SYSADM must assign users with specific profiles and access right, as listed in the following table:

User Type	Default User ID for Login	Role	Details
Administrator (SYSADM)	SYSADM1/ SYSADM2	Assign users and account settings.	<ul style="list-style-type: none"> - Create and delete users; - Manage user profiles; - Manage access rights for different users; - Manage service options; - Each CCB account allows for maximum of 2 SYSADM; - Cannot directly access account-related functions; - Company can request to operate as single administration or dual administration when opening the account.
Normal User	Assigned by the SYSADM	Prepare transactions for approval	<ul style="list-style-type: none"> - Create and send transactions; - Other functions according to the access rights granted by the SYSADM.
Signer/ Default User	For signer: Assigned by the SYSADM For Default User: USER1/ USER2	Authorises transactions	<ul style="list-style-type: none"> - Sign transactions; - Can send transaction if "Sign-and-Send" feature enabled during account opening.

1.4 PIN

Again, before processing any transaction, each user will have to access the CCB with their assigned Login ID and Login PIN.

There are three types of PIN used in CCB:

PIN Type	Description	Details
Login PIN	Access internet services and mobile services	<ul style="list-style-type: none"> - Normal User and Signer PINs are assigned by the SYSADM; - SYSADM and Default User PINs are assigned through PIN mailer provided by BEA.
Signer PIN	Authorise transactions	<ul style="list-style-type: none"> - All user PINs are assigned through PIN mailer provided by BEA.
Phone PIN	Access phone banking services	<ul style="list-style-type: none"> - Designated user PINs are assigned through PIN mailer provided by BEA; - Your CCB Account has ONE Phone PIN only.

1.5 Relevant User Guide Sections

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

User Type	Section	Page
Authorised Person	Section 1.6 Activate PIN	6
	Section 1.7 Reset PIN by Authorised Person	12
SYSADM	Section 2 Administrator (SYSADM) for first time login	17
	Section 4.1 Assigning Mobile Banking Access to Signer as SYSADM	24
Default User	Section 1.6 Activate PIN	6
	Section 3 First time login for Normal User/ Signer/ Default User	22
Normal User	Section 3 First time login for Normal User/ Signer/ Default User	22
Signer	Section 3 First time login for Normal User/ Signer/ Default User	22
	Section 4.2 Mobile Banking Access For Designated Signer(s)	25

For details on access to demo guides for other features, please refer to [Section 1.8](#); for Phone Banking Service, please refer to [Section 5](#); for Important Notes for Security in Relation to Cyberbanking, refer to [Section 6](#) for links that contains the most updated information. For Frequently Asked Questions (“FAQs”), please refer to [Section 7](#).

1.6 Activate PIN

Step 1

- a. Only activate the PIN when you have received and prepared the following items:
 - i. Activation code at the top right corner of the PIN Acknowledgement letter;
 - ii. PIN mailer(s) ;
 - iii. Authorised Person's registered mobile phone number ready to receive a one-time password (OTP) during the activation process.



Step 2

- a. Visit the BEA website at www.hkbea.com and select "Hong Kong – Corporate Cyberbanking" from the login menu after you receive both the PIN Acknowledgment Letter and PIN mailer.



Step 3

- a. Select “Activate PIN”.



Step 4

- a. You will be redirected to another page to activate your PIN(s).
- b. You will need the registered mobile phone number and the received PIN Acknowledgement Letter in order to proceed with the next steps.
- c. Select “Activate PIN now”.

Activate PIN

Required Information and Documents

- Registered mobile phone number of the account Authorised Person(s) to receive One-time password (“OTP”)
- Corporate Cyberbanking New PIN(s) Acknowledgement Letter (“PIN Acknowledgement Letter”) (For each activation, only a maximum of 15 users are allowed. Please activate PINs in separate requests by inputting Activation Codes on all respective PIN Acknowledgement Letters.)
- PIN Mailer(s)

3 Simple Steps

- Enter your mobile phone number and the “Activation Code” on PIN Acknowledgement Letter
- Enter the OTP received to complete activation
- Log in Corporate Cyberbanking using corresponding PIN Mailer(s)

For assistance, please refer to the [Quick Start Guide](#) (Section 1.6 - Activate your PIN) or call us on (852) 2211 1321.

[Activate PIN now](#)

[Corporate Cyberbanking - Maintenance Schedule](#)

Step 5

- Enter your activation code, and the registered mobile phone number for verification.
- Select "Next" to continue.

Corporate Cyberbanking PIN Activation

1 2

* Mandatory Field

PIN ACTIVATION APPLICATION FORM

Activation Code*

Mobile Phone Number*
852 HONG KONG SAR

NEXT

18th September 2020

Activation Code : 20
啟動編碼

PRIVATE & CONFIDENTIAL

TEST 24
FT 09 10/F BLK 11

HK
02 - By Surface Mail

Attention: Please keep this letter safely for your later reference (e.g. regarding the "Activation Code" and different User Types).
注意：請妥善保管此信函，以備稍後參考「啟動編碼」和不同的用戶類別。

Dear Corporate Cyberbanking Account Customer,
親愛的企業電子網絡銀行服務戶口客戶：

Step 6

- a. Read the disclaimer carefully and scroll to the bottom.
- b. Tick the checkbox to agree to proceed after reading the Terms and Conditions (T&C).
- c. Enter the CAPTCHA Code.
- d. Select “Agree & Confirm”.

Corporate Cyberbanking PIN Activation

1 — 2

Please confirm the following information

[EDIT](#)

PIN ACTIVATION APPLICATION FORM

Activation Code:
[REDACTED]

Mobile Phone Number:
852 - [REDACTED]

DISCLAIMER

I/We hereby agree and acknowledge that:

1. Information sent over the internet cannot be guaranteed to be completely secure. The Bank will not be responsible for any damages incurred by the Customer as a result of any delay, loss, diversion, alteration or corruption of any information sent to the Bank over the internet. The Bank is not responsible in any manner for direct, indirect, special or consequential damages arising out of the use of this website.
2. If the Customer is not in Hong Kong or using an overseas mobile service network, he or she may not receive one-time password to activate or reset the PIN through SMS.
3. Delay of the delivery of the one-time password through SMS may occur due to the traffic of the mobile service network. The Bank will not be liable for any charges incurred by the mobile service provider.

I/We have read and fully understand all of the documents governing the use, activation and reset of Corporate Cyberbanking PIN, including but not limited to the following:

- I. [Terms and Conditions for Corporate Cyberbanking Service](#)
- II. [CorporatePlus Account Terms and Conditions](#)
- III. [Important Notes for Security in relation to Cyberbanking](#)
- IV. [Personal Information Collection \(Customer's\) Statement](#)

AUTHENTICATION

Please type the code shown

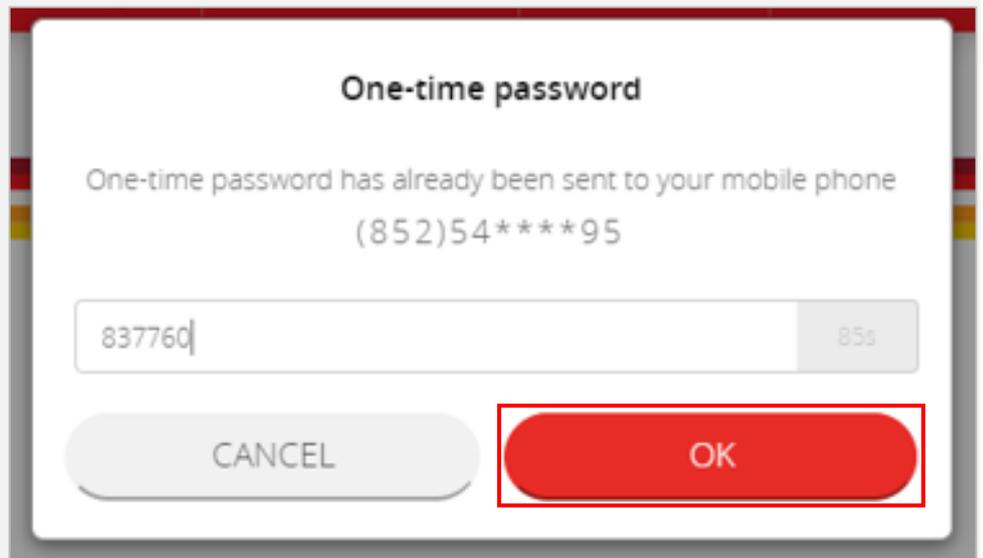
iY66j

[Back to top](#)

BACK**AGREE & CONFIRM**

Step 7

- a. A one-time password (OTP) will be sent to the registered mobile phone number as an SMS.
- b. Enter the OTP and select "OK".



One-time password

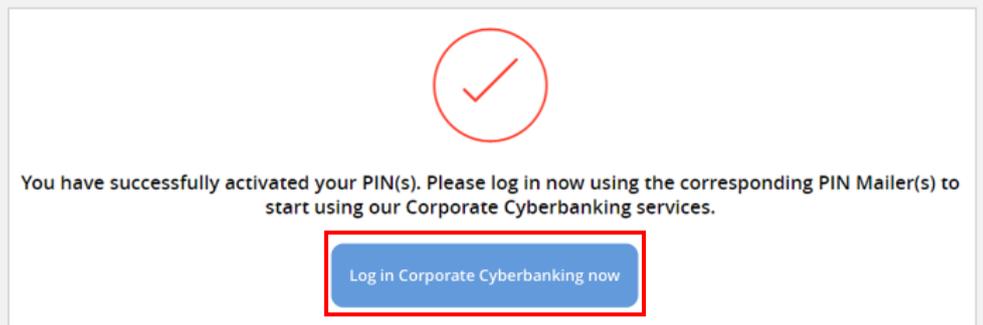
One-time password has already been sent to your mobile phone
(852)54****95

837760 85s

CANCEL OK

Step 8

- a. You have successfully activated Corporate Cyberbanking PIN(s).
- b. Select "Log in Corporate Cyberbanking now" to go back to the CCB login page.





You have successfully activated your PIN(s). Please log in now using the corresponding PIN Mailer(s) to start using our Corporate Cyberbanking services.

Log in Corporate Cyberbanking now

This step is applicable to customer who either Activate PIN online or PIN mailer provided by BEA

Step 9

- a. Pass each activated PIN mailer to the relevant individual according to the "Reference No." indicated on the cover letter.
- b. Inform relevant parties about the CCB account number to allow them to log in.

敬啓者
Dear Customer,

企業電子網絡銀行服務新密碼簽收函
Corporate Cyberbanking New PIN(s) Acknowledgement Letter

多謝 貴公司選用企業電子網絡銀行服務。以下是密碼之有關資料而密碼另函奉上。為保障 貴公司利益，請於收到密碼後核對有關資料，簽署此函並將正本送回 貴公司之開戶分行以便開放密碼供 貴公司使用。

At your request, the related information of the new PIN(s) is displayed below and your new PIN(s) will be issued to you separately. For your own protection, please check the information upon receipt of your PIN(s), and acknowledge receipt by signing this letter and returning the original to your A/C opening branch for activation of your PIN(s).

參考編號 Reference No.	類別 User Type	號碼 / 級別 User I.D. / Class
001312	SYSADM	SYSADM1
001313	DEFAULT USER	USER1
001314	SIGNER	A01
001315	PHONE PIN	Phone Banking

If undelivered, please return to G. P. O. Box No. 31, Hong Kong
如無法投遞，請退回香港郵政總局郵箱第31號

REF NO: 015-256-00001312

22 03 19/01137/003/0048

00202101

Private & Confidential
私人密件

COD021 (08/2014)

1.7 Reset PIN by Authorised Person

This part is applicable for Authorised Person to reset signer PIN (PIN for signing transaction) and login PIN for SYSADM. For login PIN for Normal User, Signer and Default User, please refer to the demo guide “[User Maintenance – Reset PIN by SYSADM](#)”.

Step 1

- a. Visit www.hkbea.com and select “Hong Kong – Corporate Cyberbanking” in the login menu.



Step 2

- a. Select “Forgot PIN” to continue.



Step 3

- You will be redirected to another page to reset PIN(s).
- You will need the account number, user ID and the Authorised Person's registered mobile phone number in order to proceed with the next steps.
- Select "Reset PIN now" to continue.

Forgot PIN (Applicable to Administrator's Login PIN/Signing PIN/Phone PIN)

*Login PIN(s) for a Normal User/Signer/Default User can be reset by Administrator in Corporate Cyberbanking. [Demo](#)

Required Information

-  Registered mobile phone number of the account Authorised Person(s) to receive One-time password ("OTP") (If the account Authorised Person(s) has not registered a mobile phone number with us, please visit any BEA branches to register and apply for new PIN(s).)
-  Corporate Cyberbanking Account Information
 - Account Number
 - User Type / ID. [?](#)

3 Simple Steps

1 Enter required details and the OTP received

2 Our customer service officer will contact the account Authorised Person within the next 2 business days to verify the application

3 Receive PIN Acknowledgement Letter and PIN Mailer(s) for PIN activation

For assistance, please refer to the [Quick Start Guide](#) (Section 1.7 - Reset PIN by Authorized Person) or call us on (852) 2211 1321.

 **Reset PIN now**

[Corporate Cyberbanking - Maintenance Schedule](#)

Step 4

- Enter your CCB account number and mobile phone number.
- Select the relevant user type and user ID to reset a PIN.
- Select "Next" to continue.

Corporate Cyberbanking PIN Reset

1 — 2

* Mandatory Field

PIN RESET APPLICATION FORM

Corporate Cyberbanking Account Number*
015- PLEASE ENTER CORPORATE CYBERBANKING ACCOUNT NUMBER

Mobile Phone Number*
PLEASE SELECT COUNTRY CODE
PLEASE ENTER MOBILE PHONE NUMBER

User Type / ID / Class* ●

Administrator
 Signer
 Phone PIN

NEXT

Step 5

- Read the disclaimer carefully and scroll to the bottom.
- Tick the checkbox to agree to proceed after reading the Terms and Conditions (T&C)
- Enter the CAPTCHA Code.
- Select "Agree & Confirm".

Corporate Cyberbanking PIN Reset

1 — 2

Please confirm the following information

PIN RESET APPLICATION FORM

[EDIT](#)

Corporate Cyberbanking Account Number:
015- [REDACTED]

Mobile Phone Number:
852 - [REDACTED]

User Type / ID / Class:
Administrator: 5Y5ADM1

DISCLAIMER

I/We hereby agree and acknowledge that:

- Information sent over the internet cannot be guaranteed to be completely secure. The Bank will not be responsible for any damages incurred by the Customer as a result of any delay, loss, diversion, alteration or corruption of any information sent to the Bank over the internet. The Bank is not responsible in any manner for direct, indirect, special or consequential damages arising out of the use of this website.
- If the Customer is not in Hong Kong or using an overseas mobile service network, he or she may not receive one-time password to activate or reset the PIN through SMS.
- Delay of the delivery of the one-time password through SMS may occur due to the traffic of the mobile service network. The Bank will not be liable for any charges incurred by the mobile service provider.

I/We have read and fully understand all of the documents governing the use, activation and reset of Corporate Cyberbanking PIN, including but not limited to the following:

- I. [Terms and Conditions for Corporate Cyberbanking Service](#)
- II. [CorporatePlus Account Terms and Conditions](#)
- III. [Important Notes for Security in relation to Cyberbanking](#)
- IV. [Personal Information Collection \(Customers\) Statement](#)

AUTHENTICATION

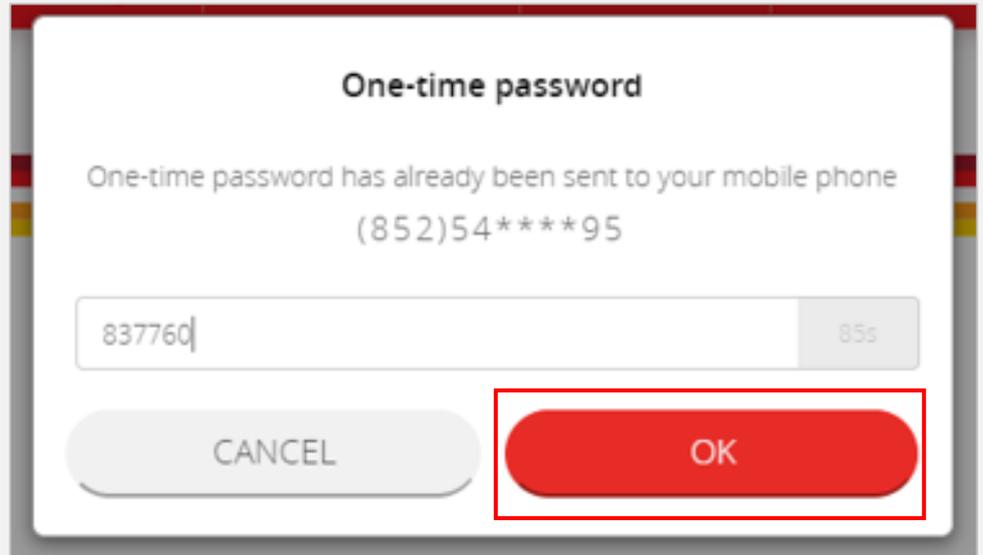
Please type the code shown


87553

BACK AGREE & CONFIRM

Step 6

- a. A one-time password (OTP) will be sent to the Authorised Person's registered mobile phone number as an SMS.
- b. Enter the OTP and select "OK".



One-time password

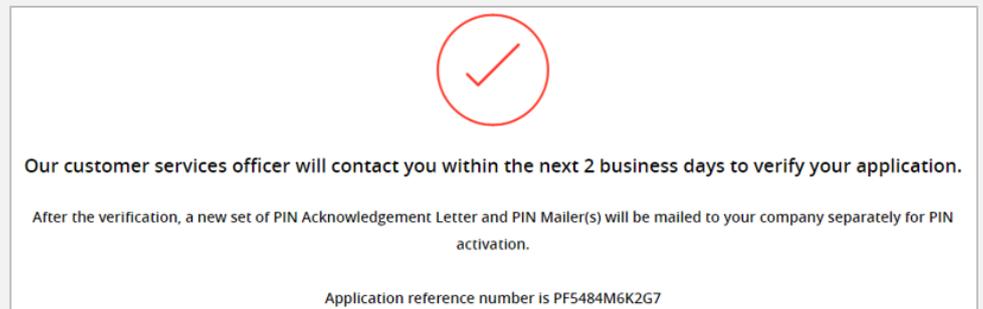
One-time password has already been sent to your mobile phone
(852)54****95

837760 85s

CANCEL OK

Step 7

- a. PIN has been reset successfully.
- b. Our customer service officer will contact you in the next 2 business days regarding your PIN reset application.





Our customer services officer will contact you within the next 2 business days to verify your application.

After the verification, a new set of PIN Acknowledgement Letter and PIN Mailer(s) will be mailed to your company separately for PIN activation.

Application reference number is PF5484M6K2G7

1.8 Access to Demo Guides for All Users

Step 1

- a. Log in.
- b. Select “Help” from the main menu.



The screenshot shows the main menu on the left with 'Help' highlighted in a red box. The main content area displays a table with columns: Reference Number, Underlying, Maturity Date, and Reference Value / Reference Price. Below the table, it states 'No deposit record.' and includes a 'Notes' section with an important notice regarding valuation.

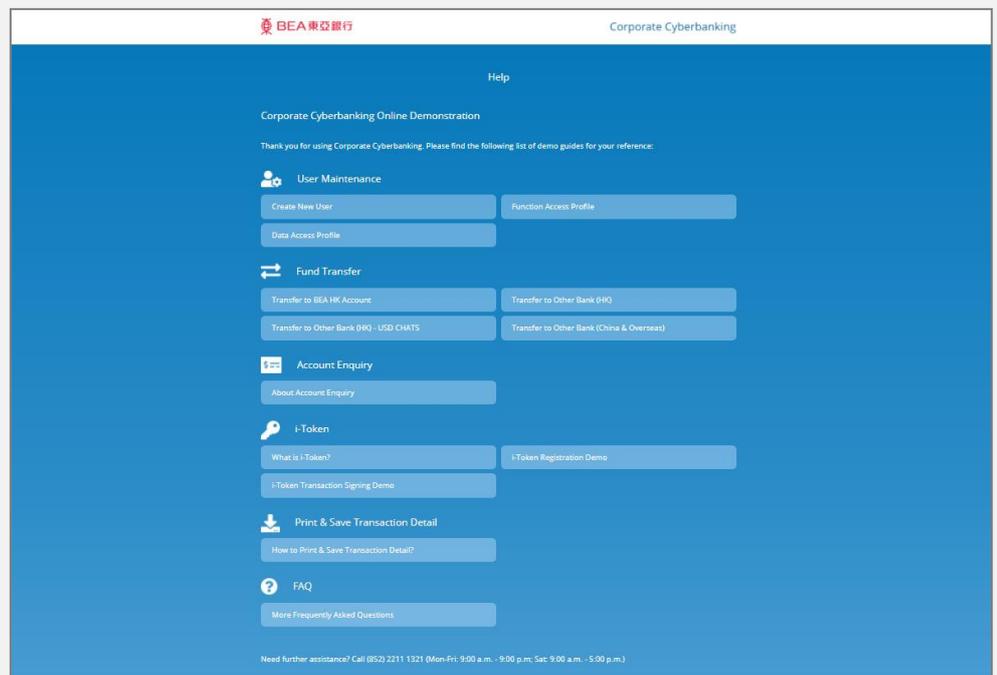
Reference Number	Underlying	Maturity Date	Reference Value / Reference Price
No deposit record.			

Notes:

- The information above is for reference only and should not be regarded as balance confirmation or advice.
- *Important Notice:**
The "Reference Market Price" and "Reference Market Value" of each Structured Product as shown above are for indicative purposes only. Due to the market making arrangement of the Structured Products, each valuation is based on the latest bid price provided by the market agent that may be made on a date different from the date as stated above and is subject to the final confirmation of the market agent at the time of execution. As such, the final

Step 2

- a. Select a demo guide for the function you require.



The screenshot shows the 'Help' page with the following categories and links:

- User Maintenance**
 - Create New User
 - Function Access Profile
 - Data Access Profile
- Fund Transfer**
 - Transfer to BEA HK Account
 - Transfer to Other Bank (HK)
 - Transfer to Other Bank (HK) - USD CHATS
 - Transfer to Other Bank (China & Overseas)
- Account Enquiry**
 - About Account Enquiry
- i-Token**
 - What is i-Token?
 - i-Token Registration Demo
 - i-Token Transaction Signing Demo
- Print & Save Transaction Detail**
 - How to Print & Save Transaction Detail?
- FAQ**
 - More Frequently Asked Questions

Need further assistance? Call (852) 2211 1321 (Mon-Fri: 9:00 a.m. - 9:00 p.m.; Sat: 9:00 a.m. - 5:00 p.m.)

2. Administrator (SYSADM)

2.1 First time login for Corporate Cyberbanking

Step 1

- Visit the BEA website at www.hkbea.com and select “Hong Kong – Corporate Cyberbanking” from the login menu.



Step 2

- Enter your Account No. and User ID.
- Enter your initial PIN from the PIN mailer using the onscreen keypad.



Step 3

- a. Enter your initial PIN and new PIN using the onscreen keypad.
- b. Select "Proceed" to change your Login PIN.

Change Login PIN

This is your first time to access Corporate Cyberbanking with this new PIN.
For security reason, please change your login PIN.

Change Login PIN

Current PIN	<input type="text"/>
New PIN	<input type="text"/>
New PIN again	<input type="text"/>



Cancel Clear

Proceed

Notes:

1. Please enter at least 8 to maximum 16 alphanumeric characters for PIN(s).
2. PIN(s) should be a combination of numbers (0 - 9) and characters (A - Z) and should not contain space or special character(s).
3. PIN(s) should contain at least 2 numbers.

Step 4

- a. You have successfully login to Corporate Cyberbanking.

2.2 Function Access Profile (“FAP”)/ Data Access Profile (“DAP”)-User Access Rights

When SYSADM creates user, the SYSADM must assign a Function Access Profile (“FAP”) and Data Access Profile (“DAP”) to each user for granting access rights to functions and accounts.

FAP defines which transaction procedure (e.g. Fund Transfer, Bill Payment etc.) a user can perform on CCB, whereas DAP defines which account a user can access.

There are default FAP and DAP templates available for SYSADM to choose for enabling certain function and data for each user at the first setup.

Default FAP templates:

FAP ID	Description
DEFFAP1	User with all function access
DEFFAP2	User with all function access except signing function
DEFFAP3	User with access to account balance enquiry only
DEFFAP4	User with MPF access only
DEFFAP5	User with inputting transaction only
DEFFAP6	User with signing all transaction only
DEFFAP7	User with sending all transaction only

If you wish to customise the FAP profiles for different combinations of function accesses, please refer to Demo Guides “User Maintenance – Function Access Profile (FAP)”.

Default DAP templates:

DAP ID	Description
DEFDAP1	Full control for all accounts
DEFDAP2	Enquiry for all accounts

If you wish to customise the profiles for DAP for assigning different combinations of accesses to different accounts, please refer to Demo Guides “User Maintenance – Data Access Profile (DAP)”.

2.3 Registering a Signer/ Normal User

Step 1

- c. Log in as SYSADM (e.g. SYSADM1 or SYSADM2).
- d. Select “User Maintenance” from the main menu, and then “New”.

User Maintenance > User List

User ID	User Name	Status	FAP	DAP	Signer	Mobile Banking
Sorry, No User found in our record. (AD5421)						

New

Step 2

- b. Enter the User ID and User Name.
- c. Select a Type:
 - i “Normal” to create a Normal User;
 - ii “Signer” to create a Signer, and choose a corresponding signing class that was assigned during the account opening (e.g. A01, A02).
- d. Select a suitable template or customised profile for FAP and DAP.
- e. Enter/select the remaining New User details.

User Maintenance > User List

New User

User ID

User Name

Type Normal Signer^

FAP

DAP

Sign-and-Send# Enable Disable

Mobile Phone No.* Country/Region Code 852 Phone Number

SMS Language* English Chinese

BEA Identity Message*

Email Address

Internet Login Enable Disable

Mobile Banking Not Available

Mobile Login Enable Disable

Setup Initial PIN

Confirmed Initial PIN

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

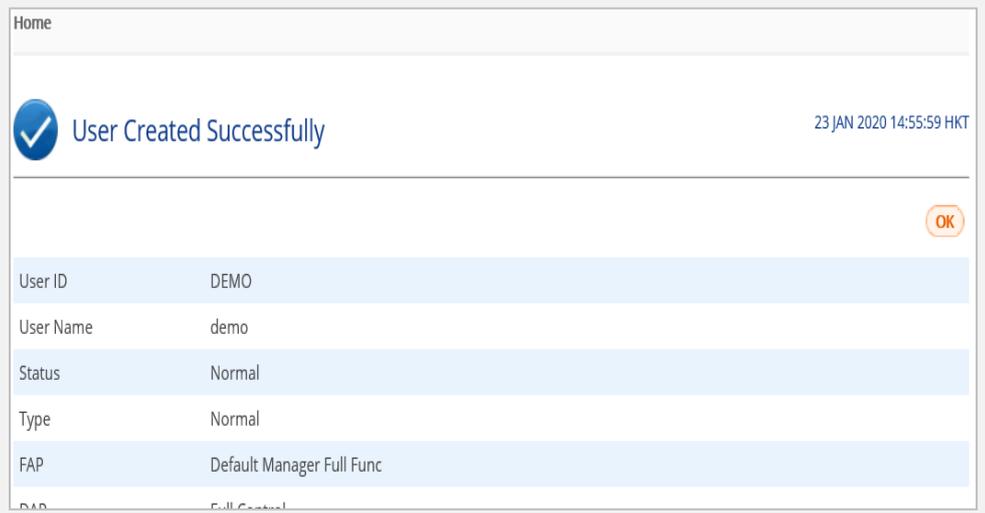
Step 3

- a. If dual administration has been applied for your CCB account, please inform another SYSADM to approve the record.



Step 4

- a. Inform the following corresponding credentials to the user:
 - CCB account number
 - User ID
 - Initial login PIN
 - BEA identity message
 - PIN mailercorresponding to the signing class assigned (for users with signing rights only).



3. First time login for Normal User/ Signer/ Default User

3.1 First time login for Corporate Cyberbanking

Step 1

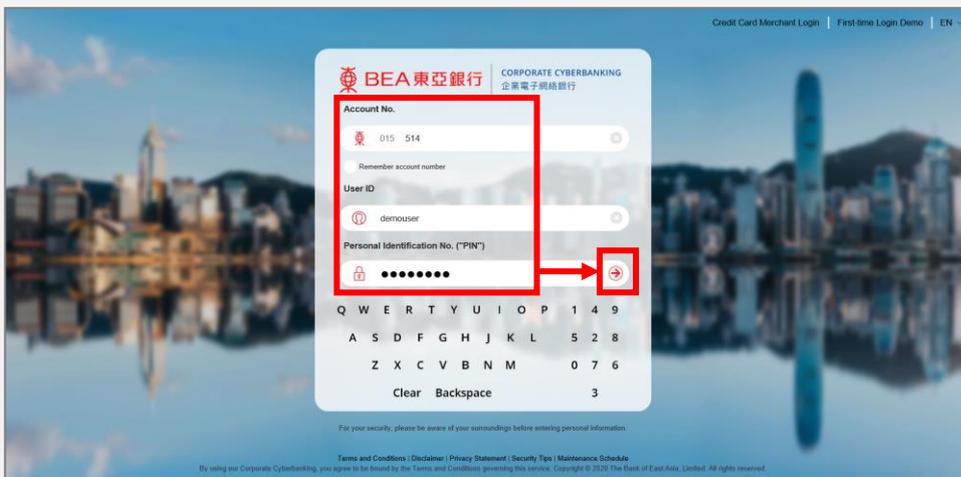
- a. Visit the BEA website at www.hkbea.com and select “Hong Kong – Corporate Cyberbanking” from the login menu.



Step 2

- a. Enter your Account No. and User ID.
- b. Enter your Login PIN using the onscreen keypad.

Your Account No., User ID and Login PIN are provided by your Administrator (SYSADM).



Step 3

a. Confirm your personal information by entering:

i “Login PIN” for Normal User;

Confirm Personal Information

Your personal contact information has been changed by your account system administrator.

Confirm personal information changes now

Please enter your **login PIN*** to confirm personal information changes, modified information are shown in **blue**.

User Type: Normal
 Mobile Phone Number: (852) [redacted]
 Email address: [redacted]
 BEA Identity Message: Bea
 Login PIN: [redacted]

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

Confirm personal information changes in next login

ii “Signer PIN” for Default User and Signer.

b. Select “Proceed” to continue.

Confirm Personal Information

Your personal contact information has been changed by your account system administrator.

Confirm personal information changes now

Please enter your **signer PIN*** to confirm personal information changes, modified information are shown in **blue**.

User Type: Signer
 Mobile Phone Number: (852) [redacted]
 Email address: [redacted]
 BEA Identity Message: [redacted]
 Authentication Method: [redacted]
 Signer PIN: [redacted]

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

Confirm personal information changes in next login

Step 4

a. You have successfully login to Corporate Cyberbanking.

Company: [redacted]

Balance Summary | Summary By Currency As at 24 DEC 2019 00:41:34 HKT

Account Type	Account No	CCY	Current Balance	Available Balance
HKD Current	[redacted]	HKD	[redacted]	[redacted]

Notes:
1. The information above is for reference only and should not be regarded as balance confirmation or advice.

4. Mobile Banking Service

4.1 Assigning Mobile Banking Access to Signer as SYSADM

Step 1

- Login to Corporate Cyberbanking as SYSADM.
- Select "Service Maintenance" > "Mobile Banking/ i-Token" in the main menu.

Service Maintenance > Mobile Banking / i-Token

Mobile Banking Service Service Status: Normal

I/We have read the Terms and Conditions ([please click here for details](#)) and agree to be bound by them.

Register Terminate

i-Token Service Status: Normal

I/We have read the Terms and Conditions ([please click here for details](#)) and agree to be bound by them.

Terminate

The following users are eligible to register for Mobile Bank Service and i-Token.

Setup	Mobile Banking	Mobile Login	User ID	User Name	Phone Number
<input type="checkbox"/>					

Step 2

- Tick the checkbox to agree to proceed after reading the Terms and Conditions (T&C) for the Mobile Banking Service.

Service Maintenance > Mobile Banking / i-Token

Mobile Banking Service Service Status: Normal

I/We have read the Terms and Conditions ([please click here for details](#)) and agree to be bound by them.

Register Terminate

Step 3

- Select "Available" at the "Mobile Banking" dropdown list.
- Select "Enable" at the "Mobile Login" field for designated users.
- Select "Proceed" to confirm the changes.

The following users are eligible to register for Mobile Bank Service and i-Token.

Setup	Mobile Banking	Mobile Login	User ID	User Name	Phone Number
<input type="checkbox"/>	Available	<input checked="" type="radio"/> Enable <input type="radio"/> Disable	A01	a01	51****00
<input type="checkbox"/>	Available	<input checked="" type="radio"/> Enable <input type="radio"/> Disable	A02	A02	92****40
<input type="checkbox"/>	Available	<input checked="" type="radio"/> Enable <input type="radio"/> Disable	B01	B01	64****20
<input type="checkbox"/>	Available	<input checked="" type="radio"/> Enable <input type="radio"/> Disable	B02	B02	62****40
<input type="checkbox"/>	Not Available	<input type="radio"/> Enable <input checked="" type="radio"/> Disable	TEST2	chantcy	51****97

Setup	i-Token	i-Token Registration	User ID	User Name	Phone Number
<input type="checkbox"/>					

Reset Proceed

Step 4

- A notice of a request to change personal information will be sent to designated signer(s) account for confirmation.

Service Maintenance > Mobile Banking / i-Token

User Modified Successfully 7 JAN 2020 14:55:19 HKT

OK

4.2 Mobile Banking Setup for Designated Signer(s)

Step 1

- a. Log in to Corporate Cyberbanking and confirm the change of personal information after the Mobile Banking service is enabled by a SYSADM.

Confirm Personal Information

Your personal contact information has been changed by your account system administrator.

Confirm personal information changes now

Please enter your **signer PIN** to confirm personal information changes, modified information are shown in **blue**.

User Type: Signer
 Mobile Phone Number: (852) [REDACTED]
 Email address: [REDACTED]
 BEA Identity Message: [REDACTED]
 Authentication Method: [REDACTED]
 Signer PIN: [REDACTED]

One-time Password: [REDACTED]

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

Confirm personal information changes in next login

Clear Proceed

Step 2

- a. Complete mobile banking setup by selecting "Setup Now".

Confirm Personal Information

Transaction Completed 10 JAN 2020 12:02:01 HKT

You will receive an SMS containing the mobile banking logon link. Please open the link, and input your Corporate Cyberbanking account number, user ID and logon PIN to logon Mobile Banking Service.

If you have changed your mobile phone related information, a SMS will be sent to you shortly to test whether you are able to successfully receive such messages properly.

Availability of receiving SMS is subjected to the service availability and support of the operator (including local and overseas operator).

Setup Now OK

Step 3

- a. Click "Mobile Enquiry" and select which account to be displayed in Mobile Banking.
- b. Set up the "Mobile NickName".
- c. Click "Next".

Mobile Banking Quick Setup

Step 1. Account Mobile Nickname Maintenance

TESTONE NINE

Mobile Enquiry	Mobile NickName	Account No.	Account Type
<input checked="" type="checkbox"/>	Current 101(188-0)	015-[REDACTED]-0	CorporatePlus - HKD Current Account

Select All Clear Next

Step 4

- a. Set up a new Template.

Mobile Banking Quick Setup

Step 2. Template List

Mobile Template(s) ready to sign: 0
[You may create a new template for the use of Mobile Banking.](#)

Template Code	Mobile Template Name	Type	Withdraw Account	Deposit Account
No record found.				

[Sign](#)

Mobile Template(s) signed: 0

Template Code	Mobile Template Name	Type	Withdraw Account	Deposit Account
No record found.				

[Unsign](#)

Please click 'Confirm' to complete the Mobile Banking Service Setup.

[Confirm](#)

Step 5

- a. Enter the Template Code/Name.
- b. Enter the "Related and Asso. A/C" you want to add.
- c. Enter/select the remaining information.
- d. Click "Proceed" to continue.

New Template - Fund Transfer

Template Code/Name: FT Test FT

Transfer From

Company: TEST

Account No: 015- (CPLUS - HKD CUR A/C)

Transfer To

Account Type: Related and Asso. A/C

Company: TEST

Account No: 015- (CPLUS - SSA)

Transfer Details

Transaction Amount: HKD 1000
Transaction Amount may be the withdrawal amount or the deposit amount depending on its currency selected.

Mobile Template: Yes No

Mobile Template Name: Test FT

Signer PIN:

[Proceed](#)

Step 6

- Click "Confirm" to continue.

Mobile Banking Quick Setup

Step 2. Template List

Mobile Template(s) ready to sign: 0
[You may create a new template for the use of Mobile Banking.](#)

Template Code	Mobile Template Name	Type	Withdraw Account	Deposit Account
No record found.				

[Sign](#)

Mobile Template(s) signed: 1

Template Code	Mobile Template Name	Type	Withdraw Account	Deposit Account
<input checked="" type="radio"/> FT	Test FT	HK	015-168-68-00188-0	015-168-68-00188-0

[Unsign](#)

Please click 'Confirm' to complete the Mobile Banking Service Setup.

[Confirm](#)

Step 7

- Review accounts to be enabled and templates.
- Select "Confirm" to proceed.

Mobile Banking Quick Setup - User Information

Account(s) enabled:
TESTONE NINE

Mobile NickName	Account No.	Account Type
Current 101(188-0)	015-██████████	CorporatePlus Account

Template(s) ready to sign:

Template Code	Mobile Template Name	Type	Withdraw Account	Deposit Account
No record found.				

Template(s) signed:

Template Code	Mobile Template Name	Type	Withdraw Account	Deposit Account
FT	Test FT	HK	015-██████████	015-██████████

[Back](#) [Confirm](#)

Step 8

- You have successfully set up your Mobile Banking.

Home

 **Mobile Banking Quick Setup - Confirmation**
The Mobile banking setup has been completed successfully. You can amend user's setting by clicking [Settings](#) in future.

[OK](#)

Step 9

- a. Download our BEA App.



- b. Select “Corporate Mobile Banking” in the side-menu.
- c. Enter your Account No. and User ID.
- d. Enter your Login PIN using the onscreen keypad and select “Log in”.

Step 10

- a. You have successfully login to Corporate Mobile Banking.

6. Important Notes for Security in Relation to Cyberbanking

These important notes apply to both Personal and Corporate Cyberbanking services (together referred to as "Cyberbanking"). Please visit <http://www.hkbea.com/html/en/bea-corporate-cyberbanking-security.html> to read and adopt the security precautions before using Cyberbanking.

6.1 Service Overview

For the details of CCB services, please visit <http://www.hkbea.com/html/en/bea-corporate-cyberbanking-services.html#Services>.

6.2 Service Hours

For the details of CCB service hours, please visit http://www.hkbea.com/pdf/en/ccb_sh_en.pdf.

6.3 Daily Transaction Limits

For the details of CCB Daily Transaction Limits, please visit <http://www.hkbea.com/html/en/bea-corporate-cyberbanking-services.html#Daily-Limits>.

6.4 Service Hotlines for Phone Banking Service

Hotlines	Service Hours
Corporate Cyberbanking Enquiry Hotline (852) 2211 1321	Mon - Fri: 9:00 a.m. - 9:00 p.m. Sat: 9:00 a.m. - 5:00 p.m.
Lost PIN Reporting Hotline (during office hours) (852) 2211 1345 During non-office hours, please dial (852) 2211 1862	Mon - Fri: 9:00 a.m. - 9:00 p.m. Sat: 9:00 a.m. - 5:00 p.m.
MPF Enquiry Hotline (852) 2211 1777	Mon - Fri: 9:00 a.m. - 6:00 p.m. Sat: 9:00 a.m. - 1:00 p.m.

7. Frequently Asked Questions ("FAQs")

For FAQs, please visit <https://www.hkbea.com/html/en/bea-corporate-cyberbanking-faq.html>.