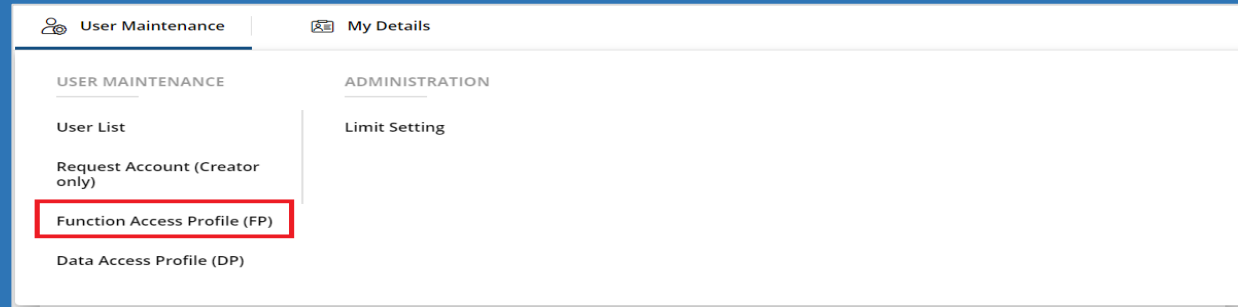


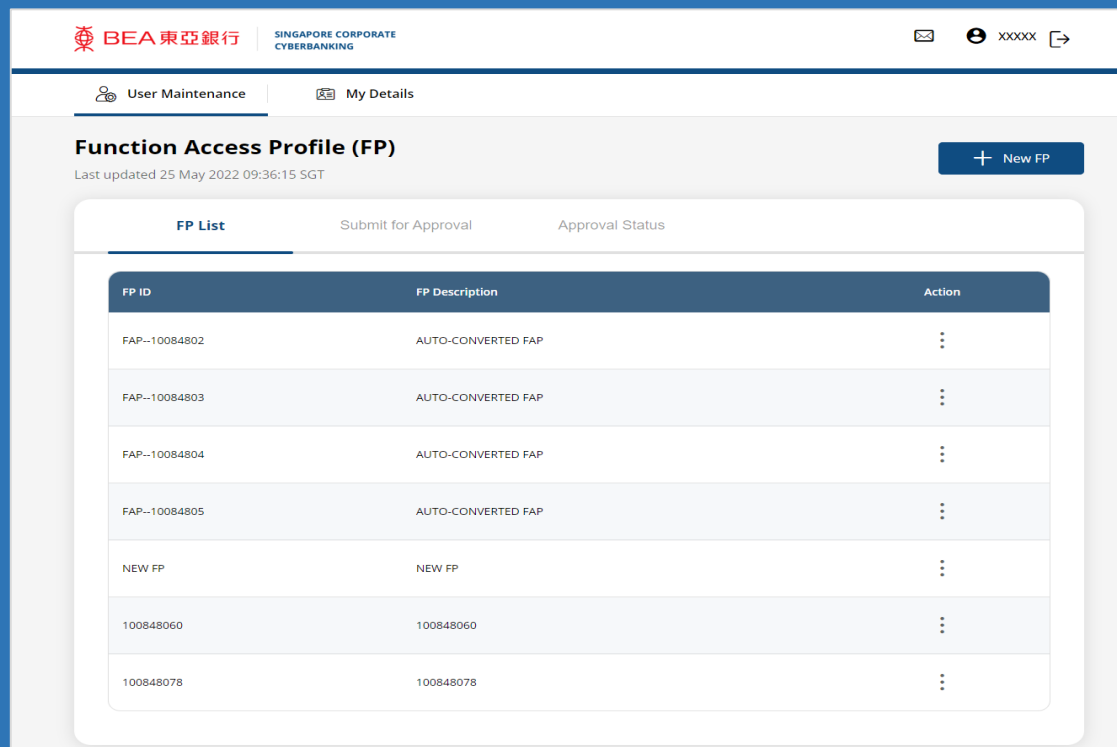
1

At the menu under User Maintenance, select Function Access Profile (FP).



2

FP List will be displayed.



Create New FP

1

Select + New FP to proceed.

BEA 東亞銀行 SINGAPORE CORPORATE CYBERBANKING

User Maintenance My Details

Function Access Profile (FP)

Last updated 25 May 2022 09:36:15 SGT + New FP

FP List Submit for Approval Approval Status

FP ID	FP Description	Action
FAP--10084802	AUTO-CONVERTED FAP	⋮
FAP--10084803	AUTO-CONVERTED FAP	⋮
FAP--10084804	AUTO-CONVERTED FAP	⋮
FAP--10084805	AUTO-CONVERTED FAP	⋮
NEW FP	NEW FP	⋮
100848060	100848060	⋮
100848078	100848078	⋮

2

At FP ID, enter a unique name for the New FP.

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User Maintenance My Details

New Function Access Profile (FP)

Please enter the Function Access Profile (FP) details below

1 Input 2 Confirm 3 Complete

FP ID

FP Description

Enable All Functions

Cheque Book Request	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Own BEA Account	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Other BEA Account	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via GIRO	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via Telegraphic Transfer	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via MEPS	<input type="radio"/> Enable	<input type="radio"/> Disable
Scheduled Instruction	<input type="radio"/> Enable	<input type="radio"/> Disable
Registered Payee	<input type="radio"/> Enable	<input type="radio"/> Disable
Apply Cashier's Order	<input type="radio"/> Enable	<input type="radio"/> Disable
Fixed Deposit Placement	<input type="radio"/> Enable	<input type="radio"/> Disable
Edit Maturity Instruction of Fixed Deposit	<input type="radio"/> Enable	<input type="radio"/> Disable
Approval Center Summary Enquiry	<input type="radio"/> Enable	<input type="radio"/> Disable

For transactions submitted before 6pm, please note that the transaction has to be approved by 6pm today.
For transactions submitted after 6pm, please note that the transaction has to be approved by 6pm on the next business day.

[Back](#)

FP ID

3

At FP Description, enter the description for the New FP.

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User Maintenance My Details

New Function Access Profile (FP)

Please enter the Function Access Profile (FP) details below

1 Input 2 Confirm 3 Complete

FP ID

FP Description

Enable All Functions

Cheque Book Request	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Own BEA Account	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Other BEA Account	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via GIRO	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via Telegraphic Transfer	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via MEPS	<input type="radio"/> Enable	<input type="radio"/> Disable
Scheduled Instruction	<input type="radio"/> Enable	<input type="radio"/> Disable
Registered Payee	<input type="radio"/> Enable	<input type="radio"/> Disable
Apply Cashier's Order	<input type="radio"/> Enable	<input type="radio"/> Disable
Fixed Deposit Placement	<input type="radio"/> Enable	<input type="radio"/> Disable
Edit Maturity Instruction of Fixed Deposit	<input type="radio"/> Enable	<input type="radio"/> Disable
Approval Center Summary Enquiry	<input type="radio"/> Enable	<input type="radio"/> Disable

For transactions submitted before 6pm, please note that the transaction has to be approved by 6pm today.
For transactions submitted after 6pm, please note that the transaction has to be approved by 6pm on the next business day.

[Back](#)

FP Description

4

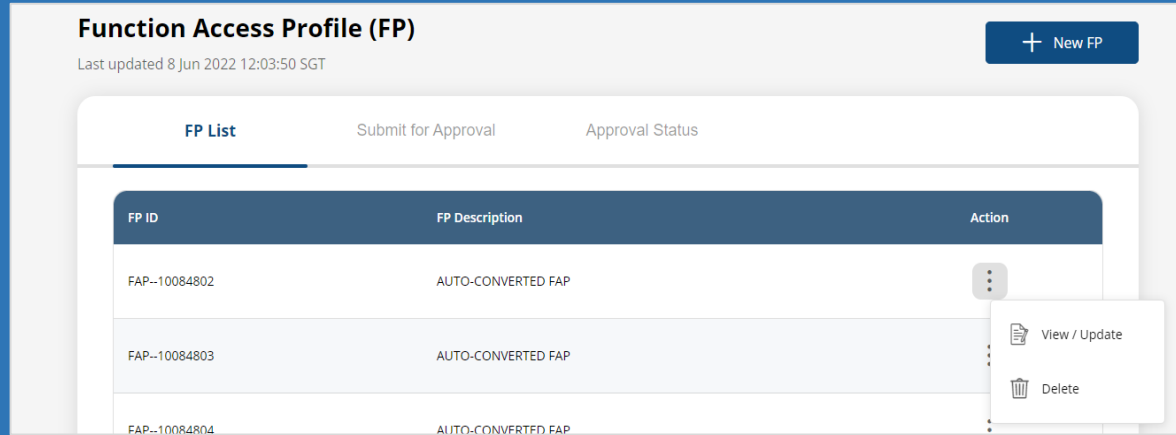
From the list of functions, choose the functions to be enabled under the New FP.

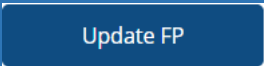
<input checked="" type="radio"/> Enable All Functions		
Cheque Book Request	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Own BEA Account	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Other BEA Account	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via GIRO	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via Telegraphic Transfer	<input type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via MEPS	<input type="radio"/> Enable	<input type="radio"/> Disable
Scheduled Instruction	<input type="radio"/> Enable	<input type="radio"/> Disable
Registered Payee	<input type="radio"/> Enable	<input type="radio"/> Disable
Apply Cashier's Order	<input type="radio"/> Enable	<input type="radio"/> Disable
Fixed Deposit Placement	<input type="radio"/> Enable	<input type="radio"/> Disable
Edit Maturity Instruction of Fixed Deposit	<input type="radio"/> Enable	<input type="radio"/> Disable
Approval Center Summary Enquiry	<input type="radio"/> Enable	<input type="radio"/> Disable

- 5 Click 'Submit for Approval' to proceed.
- 6 Review the details and click 'Confirm' to proceed.
- 7 'Transaction Submitted for Approval' will be displayed.
- 8 Click 'Done'.
- 9 Notify your **Authoriser(s)** to log in to verify and approve prior to the cut-off time.

View / Update FP

1 Click  under Action. Select  to view FP.



2 Select  to update FP.

3 Update the description for the FP.

FP Description	NEW FP
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4

Update the function for the FP. Toggle between 'Enable' and 'Disable' radio button for each of the function.

<input type="radio"/> Enable All Functions		
Cheque Book Request	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Own BEA Account	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer to Other BEA Account	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via GIRO	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via Telegraphic Transfer	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Fund Transfer via MEPS	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Scheduled Instruction	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Registered Payee	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Apply Cashier's Order	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Fixed Deposit Placement	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Edit Maturity Instruction of Fixed Deposit	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable
Approval Center Summary Enquiry	<input checked="" type="radio"/> Enable	<input type="radio"/> Disable

5

Click 'Submit for Approval'.

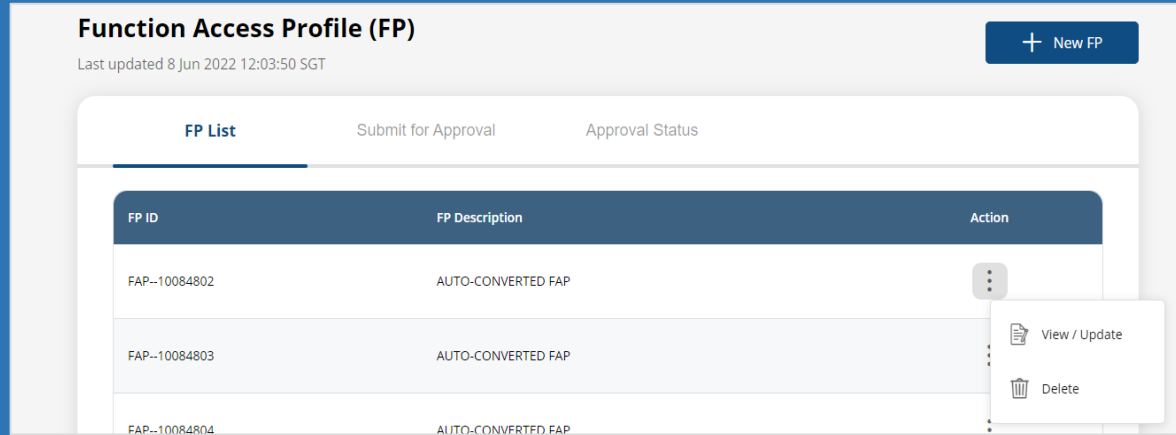
6

Review the FP details.

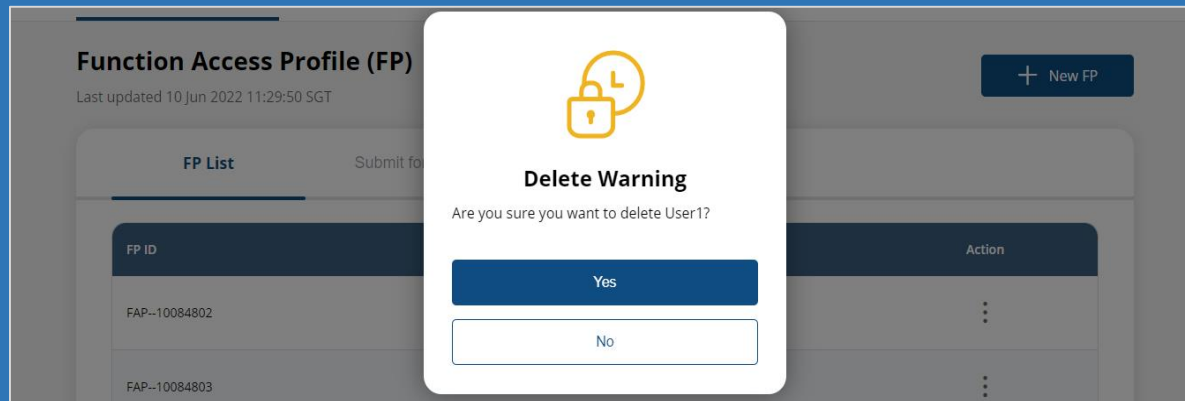
- 7 Click 'Confirm' to proceed.
- 8 'Transaction Submitted for Approval' will be displayed.
- 9 Click 'Done'.
- 10 Notify your **Authoriser(s)** to log in to verify and approve prior to the cut-off time.

Delete FP

1 Click  under Action. Select the FD to delete and click  .



2 A pop out message will be displayed. Click 'Yes' to proceed.



3 'Transaction Submitted for Approval' will be displayed.



Transaction Submitted for Approval

3 Jun 2022 09:42:41

Transaction Reference: IBK20220512-31068

4 Click 'Done'.

5 Notify your **Authoriser(s)** to log in to verify and approve prior to the cut-off time.