華僑永亨銀行
OCBC WING HANG

Notice of Business eBanking eCertificate Service Termination

Dear Valued Customer:

Due to the termination of Microsoft's support of Internet Explorer 11 in June 2022, the Bank's eCertificate service will be affected and therefore, will be terminated by 30 June 2022. Business eBanking customers should use Security Device to replace the USB Security Token for submitting and approving transactions after the termination of eCertificate service, please apply Security Device in advance.

What should customer know

eCertificate service users of Business eBanking, please take note of the following:

1. **Approval of eCertificate Transactions**
   From now on, customers can use Security Device to replace the USB Security Token for high-risk transaction approval.

2. **Upload Payroll Instruction File and Batch Payment Instruction File**

   In June 2022, the bank will launch "Payroll Service (Security Device)" and "Batch Payment Service (Security Device)" in Business eBanking to replace the initial services. The new services make use of Security Device to replace the USB Security Token for submitting and approving transactions. For Upload file with Security Device operation flow, please refer to Appendix 1.

   During transaction authentication process, a designated value is required to be inputted as per screen instruction in order to complete the verification process, here explains the value is required:

MAS file upload:

Customer should input "Checksum" value. The Checksum is a control code generated by Magnetic Autopay System software (MAS) package automatically to validate the file. The Checksum value will be shown on screen and will be highlighted in blue.

CSV file upload:

Customer should input one of the Payee Account Numbers. The Payee Account Number will be randomly selected by system and shown on screen and will be highlighted in blue.

3. **Apply Security Device**

    Customer can visit the Bank website > "Forms & Terms and Conditions" > eBanking Services > Business eBanking Services > download the form "User Alteration Request Form" or click the following link to download and fill in the form and submit it to branch.

    https://www.ocbcwhhk.com/webpages/en-us/doc/download_form/pdf/FF1195.pdf

4. **OCBC Velocity**

    You are recommended to apply for the **OCBC Velocity** eBanking Services and submit ePayroll instructions in a simpler and convenient way. OCBC Velocity supports on screen input, allowing customers to input employees' details and save as template. Details (e.g account number or amount) can be revised before triggering next payment. OCBC Velocity also supports file upload. File layout will be provided on request. It supports around 1,000 transactions per submission. For user guide of Velocity Payroll, please visit our main website and select OCBC Velocity to logon > download the user guide from logon webpage.
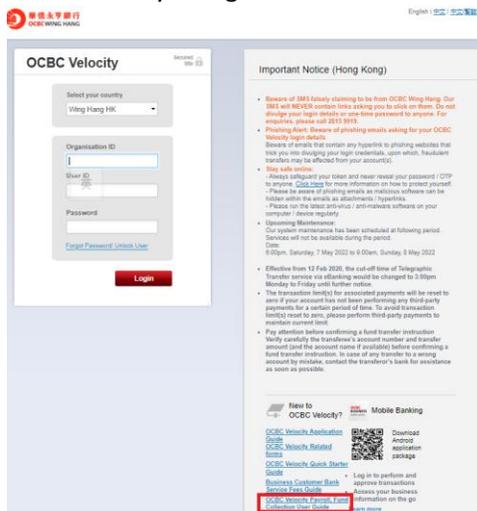
    If you have any questions, please contact your Relationship Manager or call our Customer Service Hotline at (852) 3199 9188.

    OCBC Wing Hang Bank Limited
    May 2022
    Remarks: In the event of any inconsistent between the English and Chinese version, the English version shall prevail.

Appendix 1_ Upload file with Security Device operation flow

Maker:

logon Business eBanking and click "Upload Instruction File" > input information per screen instruction and upload payroll file, then click "Next" > follow Transaction Details screen instruction to input signing value into Security Device and generate OTP > enter the OTP in Transaction Details screen and click "Confirm" > check and confirm the information and then click "Confirm" to complete instruction.

華僑永亨銀行
OCBC WING HANG

Payroll	Instruction Status Enquiry		HKT 2022/05/03 14:54:1

Payroll

Transaction Details

File Type :	Payroll Service
Total Payment Items :	004
Total Payment Amount :	HKD 40.00
Uploaded Instruction File :	CSV sample 1.csv
Customer Reference :	004
Processing Date :	2031/09/30
Debit Account :	Integrated Account Current HKD ▨▨▨▨▨▨

Please note :

1. Instructions submitted after 12:00pm or on Saturday, Sunday & public holiday will be executed on the next business day. Instructions submitted before the cut off time will be executed on the same day.
2. If the processing date of an instruction falls on a banking holiday or in the case of typhoon, the next business day on which such instruction can be effected and transacted by the Bank will be taken as the processing date of such instruction.
3. There must be sufficient funds maintained in the account for executing the instruction before the business hour of the processing date. In the event of insufficient funds, the Bank is not obligated to execute the instruction, and a charge may be levied on each failing instruction.
4. This function is not applicable to mobile devices, please access by personal computers.

[Amend] [Confirm] [Cancel]

Checker:

Logon Business eBanking and select the pending instruction > view and confirm transaction detail and click "Approve" > follow Transaction Details screen instruction to input signing value into Security Device and generate OTP > enter the OTP in Transaction Details screen and click "Confirm" to complete.

The image contents provided above are for reference only.