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Appendix A Key Terms to Note

Here are some key terms (and their meanings) to help you better use your RepublicOnline Corporate site.

Term	Meaning
● Accounts	**Accounts** is the term used to describe the collection of services or facilities that the business holds with the Bank. e.g. Savings Accounts, Chequing Accounts, Credit Cards, Loans, Term Deposits etc.
● Approval Schemes	**Approval Schemes** outline which users have the authorisation to approve transactions on the site. Schemes comprise the scope, as well as the users assigned to the scope and their authorisation privileges. These may be monetary or non-monetary and are configured by the Site Administrator.
● Corporate Republic*Online* Site *(Site)*	This term is used to describe the user's Corporate Republic*Online* workspace, where they can access their accounts, balances, transactions, features and so on.
● OTP (One-Time Password)	The **OTP** is an automatically generated password which may only be used for one login session. Corporate Republic*Online* OTPs are to be retrieved on the second method authentication device (mobile phone).

Appendix A Key Terms to Note

Term	Meaning
● Permissions	**Permissions** are the rights or privileges that are granted to Corporate Republic*Online* site users. These permissions determine the extent of access that users will have to the various functionalities and transactions on the site.
● Scope	**Scope** refers to the scope of functionality of an Account. The system will automatically generate a scope for each account on your site. e.g. 1. Chequing Account A + Transfer to International Account (the scope of this account covers chequing functions and transfer functions) 2. Savings Account B + Pay Utility (the scope of this account covers savings and utility payment functions)
● Second Method Authentication Device	This refers to the device used as the second layer of security for Corporate Republic*Online* sites, i.e. a mobile phone, used to access either an OTP or an SMS message code or to access Sync. Each of which can be used as a second layer of authentication.
● Site Administrator	The **Site Administrator** is designated by the company to be officially responsible for the management of the company's Corporate Republic*Online* site. This includes administration of the site's accounts, users, permissions, limits and settings.

Appendix A Key Terms to Note

Term	Meaning
● Sync	**Sync** is a second method authentication process whereby a code is generated by the system and sent to the user via email. The user either scans or manually inputs the code into their RepublicMobile App to synchronise it to their Corporate RepublicOnline connection.

Appendix B Administrative Permissions List

Permission Name	Description	Permission Type
● Administration – Alias Configuration	Allows users to configure the alias or nickname of an account.	Administrative
● Administration – Approval Schemes	Allows users to view and maintain the approval schemes defined in a site.	Administrative
● Administration – Audit and Logs	Allows the users to access the audit log.	Administrative
● Administration – Company/ Utility Payment Subscription	Allows users to make utility payments.	Administrative
● Administration – Payroll	Allows users to administer (view, add, amend etc.) the payrolls listed on the site.	Administrative
● Administration – Pending Approvals	Allows users to access the pending approvals page. This permission needs to be given with common approver.	Administrative

Appendix B Administrative Permissions List

Permission Name	Description	Permission Type
● Administration – Permissions Configuration	Allows users to view and maintain the permissions assigned in a site (this permission does not allow users to approve creation of permissions).	Administrative
● Administration – Scheduled Transactions	Allows users to administer (view, add, amend etc.) the scheduled transactions created on the site. Users need to have at least one transaction permission to administrate here.	Administrative
● Administration – Suppliers	Allows users to administer (view, add, amend etc.) the suppliers of a site.	Administrative
● Administration – Third-Party Accounts	Allows users to administer (view, add, amend etc.) the beneficiaries listed on the site.	Administrative
● Administration – Transaction Amounts	Allows users to view and maintain the daily amount of transactions made on the site (this permission does not allow users to approve modification of limits).	Administrative

Appendix B Administrative Permissions List

Permission Name	Description	Permission Type
● Administration – Users	Allows users to view and manage other users of the site. This permission does not allow users to approve creation or editing of user profiles.	Administrative

Appendix C Account Permissions List

Permission Name	Description	Permission Type
● Account – Details	Allows users to view the details of a savings or chequing account.	Account (Chequing or Savings)
● Account – Cheque Images	Allows users to view and download Cheque Images	Account (Chequing)
● Account – Statements	Allows users to view the statements of a savings or chequing account.	Account (Chequing or Savings)
● Account – Stop Cheque	Allows users to request the cancellation of a cheque.	Account (Chequing)
● Account – Transaction History	Allows users to view the account transaction history for chequing and savings accounts.	Account (Chequing or Savings)
● Credit Card – Block Credit Cards	Allows users to block a credit card.	Account (Credit Card)
● Credit Card – Current Transactions	Allows users to view the current movements of a credit card.	Account (Credit Card)

Appendix C   Account Permissions List

Permission Name	Description	Permission Type
● Credit Card – Details	Allows users to view the details of a credit card.	Account (Credit Card)
● Credit Card – Pending Transactions	Allows users to view the pending movements of a credit card.	Account (Credit Card)
● Credit Card – Statements	Allows users to view the statement of a credit card.	Account (Credit Card)
● Fixed Term Deposit – Details	Allows users to view the details of a fixed-term deposit.	Account (Certificate of Deposit)
● Loan – Details	Allows users to view the details of a loan.	Account (Credit Card)
● Loan – Payment Details	Allows users to view the payment details of a loan.	Account (Chequing or Savings)
● Payment – Company/Utility Payment	Allows users to create utility payments via debiting a credit card, savings or chequing account.	Account (Credit Card, Chequing or Savings)

Appendix C Account Permissions List

Permission Name	Description	Permission Type
● Payment – Payroll	Allows users to create salary payments via debiting a chequing or savings account.	Account (Chequing or Savings)
● Payment – Payroll History	Allows users to view all salary payments debited from a chequing or savings account.	Account (Chequing or Savings)
● Payment – Your Credit Card	Allows users to create credit card payments via debiting from a savings or chequing account selected in the previous step.	Account (Chequing or Savings)
● Payment – Your Credit Card History	Allows users to view all credit card payments debited from a chequing or savings account.	Account (Chequing or Savings)
● Payment – Your Loan	Allows users to create loan payments debiting from a chequing or savings account.	Account (Chequing or Savings)
● Payment – Your Loan History	Allows users to view all loan payments debited from a chequing or savings account.	Account (Chequing or Savings)

Appendix D General Permissions List

Permission Name	Description	Permission Type
● Common Approver	Allows designated users permission to approve one or more transactions on the site. Once assigned this permission, the user becomes part of an approval Scheme. This permission must be given with Administration - Pending Approvals.	General
● Financial Status – Assets and Liabilities	Allows users to view Financial Status (Assets and Liabilities) as displayed on the dashboard.	General
● Investment Details	Allows users to view investment information.	Account (Investment)
● Non-Monetary Requests	Allows users to create new service requests.	
● Non Monetary Requests – Requests Status	Allows users to review all service requests on the site.	
● Payment – Company/Utility Payments History	Allows users to view all utility payment transfers debited from chequing or savings accounts or credit cards.	Account (Credit Card, Chequing or Savings)

Appendix D General Permissions List

Permission Name	Description	Permission Type
● Payment – Republic Bank Credit Card	Allows users to make payments to third-party credit cards debiting from chequing or savings accounts.	Account (Chequing or Savings)
● Payment – Republic Bank Credit Card History	Allows users to view all third-party credit card payments debited from chequing or savings accounts.	Account (Chequing or Savings)
● Payment – Suppliers	Allows the users to make supplier payments via debiting chequing or savings accounts.	Account (Chequing or Savings)
● Payment – Suppliers History	Allows users to view all suppliers' payments debited from chequing or savings account on the site.	Account (Chequing or Savings)
● Payroll Payment – Display, Payments Amounts	Allows users to view the amount that will be paid as part of a payroll payment.	
● Transfer – Between Your Own Accounts	Allows users to originate transfers between own accounts debiting from savings or chequing accounts.	Account (Chequing or Savings)

Appendix D General Permissions List

Permission Name	Description	Permission Type
● Transfer – Between Your Own Accounts History	Allows users to view all account transfers between own accounts debited from savings or chequing accounts.	Account (Chequing or Savings)
● Transfer – Republic Bank Account History	Allows users to view all transfers to third-party accounts in Republic Bank debited from savings or chequing accounts.	Account (Chequing or Savings)
● Transfer – International Bank Account	Allows users to originate transfers to a third-party in another country debiting from a savings or chequing account.	Account (Chequing or Savings)
● Transfer – International Bank Account History	Allows users to view all transfers to third-parties in other countries debited from savings or chequing accounts.	Account (Chequing or Savings)
● Transfer – Third-Party Local Bank Account	Allows users to originate transfers to a third-party account in another local bank debiting from a savings or chequing account.	Account (Credit Card, Chequing or Savings)

Appendix D General Permissions List

Permission Name	Description	Permission Type
● Transfer – Republic Bank Account	Allows users to originate transfers to a third-party account in Republic Bank debiting from a savings or chequing account.	Account (Chequing or Savings)
● Transfer – Third-Party Local Bank Account History	Allows users to view all transfers to third-party accounts in other local banks debited from savings or chequing accounts.	Account (Chequing or Savings)

Appendix E Permission Templates

Template name

Permissions assigned

● **PROFILE 1**
Create, Approve & View

- Account – Cheque Images
- Account – Details
- Account – Transaction History
- Administration – Alias Configuration
- Administration – Company/Utility Payment Subscription
- Administration – Pending Approvals
- Administration – Scheduled Transactions
- Administration – Third-Party Accounts
- Credit Card – Current Transactions
- Credit Card – Details
- Common Approver
- Financial Status – Assets and Liabilities
- Payment – Company/Utility Payments
- Payment – Company/Utility Payments History
- Payment – Payroll
- Payment – Payroll History
- Payment – Suppliers

Appendix E **Permission Templates**

Template name	**Permissions assigned**

● **PROFILE 1**
Create, Approve & View

- Payment – Suppliers History
- Payment – Republic Bank Credit Card
- Payment – Republic Bank Credit Card History
- Payment – Your Credit Card
- Payment – Your Credit Card History
- Payment – Your Loan
- Payment – Your Loan History
- Transfer – Between Your Own Accounts
- Transfer – Between Your Own Accounts History
- Transfer – International Bank Account
- Transfer – International Bank Account History
- Transfer – Third-Party Local Bank Account
- Transfer – Third-Party Local Bank Accounts History
- Transfer – Third-Party Republic Bank Account
- Transfer – Third-Party Republic Bank Account History

Appendix E Permission Templates

Template name	Permissions assigned

PROFILE 2
Create & View

- Account – Cheque Images
- Account – Transaction History
- Administration – Company/Utility Payment Subscription
- Administration – Scheduled Transactions
- Administration – Third-Party Accounts
- Credit Card – Current Transactions
- Credit Card – Details
- Credit Card – Pending Transactions
- Financial Status – Assets and Liabilities
- Payment – Company/Utility Payments
- Payment – Company/Utility Payments History
- Payment – Payroll
- Payment – Payroll History
- Payment – Republic Bank Credit Card
- Payment – Republic Bank Credit Card History
- Payment – Suppliers
- Payment – Suppliers History

Appendix E Permission Templates

Template name	**Permissions assigned**

● **PROFILE 2**
Create & View

- Payment – Your Credit Card
- Payment – Your Credit Card History
- Payment – Your Loan
- Payment – Your Loan History
- Transfer – Between Your Own Accounts
- Transfer – Between Own Accounts History
- Transfer – International Bank Account
- Transfer – International Bank Account History
- Transfer – Third-Party Accounts in Bank History
- Transfer – Third-Party Local Bank Account
- Transfer – Third-Party Local Bank Account History
- Transfer – Third-Party Republic Bank Account
- View Account Details

Appendix E Permission Templates

Template name	Permissions assigned

PROFILE 3
Create Only

- Administration – Company/Utility Payments Subscription
- Administration – Scheduled Transactions
- Administration – Third-Party Accounts
- Payment – Company/Utility Payments
- Payment – Payroll
- Payment – Republic Bank Credit Card
- Payment – Suppliers
- Payment – Your Credit Card
- Payment – Your Loan
- Transfer – Between Your Own Accounts
- Transfer – International Bank Account
- Transfer – Third-Party Local Bank Account
- Transfer – Third-Party Republic Bank Account

Appendix E Permission Templates

Template name	Permissions assigned

● **PROFILE 4**
View Only

- Account – Cheque Images
- Account – Details
- Account – Transaction History
- Credit Card – Current Transactions
- Credit Card – Details
- Credit Card – Pending Transactions
- Payment – Company/Utility Payments History
- Payment – Republic Bank Credit Card History
- Payment – Your Loan History
- Payment – Your Credit Card History
- Transfer – Between Your Own Accounts History
- Transfer – International Bank Account History
- Transfer – Third-Party Local Bank Account History
- Transfer – Third-Party Republic Bank Account History

Appendix E Permission Templates

Template name	Permissions assigned
PROFILE 5 Credit Card Only	• Administration – Alias Configuration • Credit Card – Block Credit Cards • Credit Card – Current Transactions • Credit Card – Details • Credit Card – Pending Transactions • Payment – Republic Bank Credit Card History • Credit Card – Statements • Payment – Your Credit Card History • Non Monetary Requests

Appendix E Permission Templates

Template name

Permissions assigned

● **PROFILE 6**
Approve & View

- Account – Cheque Images
- Account – Details
- Account – Transaction History
- Administration – Pending Approvals
- Common Approver
- Credit Card – Current Transactions
- Credit Card – Details
- Credit Card – Pending Transactions
- Financial Status – Assets and Liabilities
- Payment – Company/ Utility Payments History
- Payment – Payroll History
- Payment – Republic Bank Credit Card History
- Payment – Suppliers History
- Payment – Your Credit Card History
- Payment – Your Loan History
- Transfer – Between Your Own Accounts History
- Transfer – International Bank Account History

Appendix E Permission Templates

Template name   **Permissions assigned**

● **PROFILE 6**
Approve & View

- Transfer – Third-Party Local Bank Account History
- Transfer – Third-Party Republic Bank Account History

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