



USER PRIVILEGES FORM

SECTION 1
USER INFORMATION
(All fields are mandatory)

Name of User
Mobile Number Email Address

Accounts to be configured for each user will be set up in accordance with instructions in Section 4

Account Number	Account Number	Account Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Are you an Authoriser? Yes No *If Yes, state approval limit if applicable*

User
Signature Designation Date

Authorised Signatories
Signature Designation Date

Signature Designation Date

ROLES ON CIB

Kindly tick the role to be assigned (Just one)

- Uploader
- Uploader/Authoriser
- Uploader/Admin
- Authoriser
- Authoriser/Admin
- Admin
- Sole User
- Uploader/Authoriser/Admin
- Viewer

ADDITIONAL PRIVILEGES

ADD PRIVILEGE

REMOVE PRIVILEGE

Kindly refer to the USER PRIVILEGES PAGES for the privileges under the role ticked. You can add a privilege from 'ALL PRIVILEGES' or take out a privilege assigned to your role.



USER PRIVILEGES

PRIVILEGES ASSIGNED TO AN ADMIN

User Audit Trail
Activity Statistics
Manage Users
Company Audit Trail

PRIVILEGES ASSIGNED TO AN UPLOADER&AUTHORISER

Account Activity
Account Analytics
Account Details
Account Name Enquiry
Account Summary
Activity Statistics
Add Beneficiaries
Amend Payment
Approve Beneficiary
Assign/Restrict Beneficiary
Attach document(s)
Authorize Cheque Confirmation
Authorize Payments/Transfers
Beneficiaries Upload
Bills Payment
Bulk Payment Upload
Cheque Confirmation
Company Audit Trail
Consolidated Activity
Daily Transactions
DangoteNonCement
Delete Beneficiary
Ghana.Gov Payment
Make Payment/Transfer
Manage Users
Multiple Mobile Money Transfer
Multiple Transfer
Order Cheque-Book
Payment/Transfer Approval Report
Payment/Transfer Status
Payments/Transfers Exceptions
Search Beneficiary
Search Payments/Transfers
Shipping Payment
Single Payment
SSNIT Payment
To Mobile Money
To Other Bank
To Own Account
To Zenith Bank
Transaction Search
Uncollected Funds
User Audit Trail
Verify Payments/Transfers
View Beneficiary

PRIVILEGES ASSIGNED TO AN UPLOADER&ADMIN

Daily Transactions
Transaction Search
Add Beneficiaries
Search Beneficiary
Beneficiaries Upload
View Beneficiary
To Mobile Money
Multiple Transfer
Multiple Mobile Money Transfer
To Other Bank
To Zenith Bank
To Own Account
Single Payment
Make Payment/Transfer
Ghana.Gov Payment
SSNIT Payment
Shipping Payment
DangoteNonCement
Bills Payment
Attach document(s)
Amend Payment
Bulk Payment Upload
Account Name Enquiry
Payment/Transfer Status
Payments/Transfers Exceptions
Search Payments/Transfers
Order Cheque-Book
Delete Beneficiary
Assign/Restrict Beneficiary
Account Details
Account Summary
Account Activity
Consolidated Activity
User Audit Trail
Activity Statistics
Manage Users
Company Audit Trail

PRIVILEGES ASSIGNED TO AN AUTHORISER&ADMIN

Account Activity
Account Analytics
Account Details
Account Name Enquiry
Account Summary
Activity Statistics
Approve Beneficiary
Authorize Cheque Confirmation
Authorize Payments/Transfers
Cheque Confirmation
Company Audit Trail
Consolidated Activity
Daily Transactions
Delete Beneficiary
Manage Users
Payment/Transfer Approval Report

Payment/Transfer Status
Payments/Transfers Exceptions
Search Beneficiary
Search Payments/Transfers
Transaction Search
Uncollected Funds
User Audit Trail
Verify Payments/Transfers
View Beneficiary

PRIVILEGES ASSIGNED TO AN UPLOADER

Daily Transactions
Transaction Search
Add Beneficiaries
Search Beneficiary
Beneficiaries Upload
View Beneficiary
To Mobile Money
Multiple Transfer
Multiple Mobile Money Transfer
To Other Bank
To Zenith Bank
To Own Account
Single Payment
Make Payment/Transfer
Ghana.Gov Payment
SSNIT Payment
Shipping Payment
DangoteNonCement
Bills Payment
Attach document(s)
Amend Payment
Bulk Payment Upload
Account Name Enquiry
Payment/Transfer Status
Payments/Transfers Exceptions
Search Payments/Transfers
User Audit Trail
Order Cheque-Book
Delete Beneficiary
Assign/Restrict Beneficiary
Account Details
Account Summary
Account Activity
Consolidated Activity

PRIVILEGES ASSIGNED TO A VIEWER

Account Activity
Account Analytics
Account Details
Account Name Enquiry
Account Summary
Activity Statistics
User Audit Trail



USER PRIVILEGES

PRIVILEGES ASSIGNED TO AN AUTHORISER

Account Details
Account Summary
Account Activity
Account Analytics
Consolidated Activity
Daily Transactions
Uncollected Funds
Transaction Search
Search Beneficiary
View Beneficiary
Delete Beneficiary
Approve Beneficiary
Account Name Enquiry
Authorize Payments/Transfers
Payment/Transfer Status
Payments/Transfers Exceptions
Search Payments/Transfers
Payment/Transfer Approval Report
Authorize Cheque Confirmation
User Audit Trail
Activity Statistics
Company Audit Trail
Manage Users
Verify Payments/Transfers
Cheque Confirmation

PRIVILEGES ASSIGNED TO A SOLE USER

Account Details
Account Summary
Account Activity
Account Analytics
Consolidated Activity
Daily Transactions
Uncollected Funds
Transaction Search
Add Beneficiaries
Search Beneficiary
Beneficiaries Upload
View Beneficiary
Delete Beneficiary
Approve Beneficiary
Assign/Restrict Beneficiary
To Mobile Money
Multiple Transfer
Multiple Mobile Money Transfer
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To Zenith Bank
To Own Account
Single Payment
Make Payment/Transfer
Ghana.Gov Payment
SSNIT Payment
Shipping Payment
DangoteNonCement
Bills Payment

Attach document(s)
Amend Payment
Bulk Payment Upload
Account Name Enquiry
Authorize Payments/Transfers
Payment/Transfer Status
Payments/Transfers Exceptions
Search Payments/Transfers
Payment/Transfer Approval Report
Order Cheque-Book
Cheque Confirmation
Authorize Cheque Confirmation
User Audit Trail
Activity Statistics
Company Audit Trail
Manage Users
Verify Payments/Transfers

PRIVILEGES ASSIGNED TO AN UPLOADER/AUTHORISER/ADMIN

Account Details
Account Summary
Account Activity
Account Analytics
Consolidated Activity
Daily Transactions
Uncollected Funds
Transaction Search
Add Beneficiaries
Search Beneficiary
Beneficiaries Upload
View Beneficiary
Delete Beneficiary
Approve Beneficiary
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Shipping Payment
DangoteNonCement
Bills Payment
Attach document(s)
Amend Payment
Bulk Payment Upload
Account Name Enquiry
Authorize Payments/Transfers
Payment/Transfer Status
Payments/Transfers Exceptions
Search Payments/Transfers
Payment/Transfer Approval Report
Order Cheque-Book

Cheque Confirmation
Authorize Cheque Confirmation
User Audit Trail
Activity Statistics
Company Audit Trail
Manage Users
Verify Payments/Transfers

ALL PRIVILEGES

Account Details
Account Summary
Account Activity
Consolidated Activity
Daily Transactions
Uncollected Funds
Transaction Search
Add Beneficiaries
Beneficiaries Upload
Single Payment
Order Cheque-Book
Manage Users
Authorize Payments/Transfers
Search Payments/Transfers
Payments/Transfers Exceptions
User Audit Trail
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Company Audit Trail
Approve Beneficiary
Amend Payment
Payment/Transfer Status
Account Name Enquiry
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