

AGRONetBIZ Section 12: Standing Instruction – Bill Payment

12.1 Single User – Execute Transaction

1. Login to AGRONetBIZ website as below.



2. Click “Bill Payment” and choose “New Bill Payment”.



3. Select one of payee category (Education Financing; Online Shopping; Telco; Utilities) in the “Payee Corporation Category” box and click “Next”.

Welcome, Sinar Rahman
Initiator
Your last login was on
Tuesday, 07 June 2016, 14:22:38
You have 1 unread messages

Home
Account and Banking
Fund Transfer
Bill Payment
New Bill Payment
Favourite Bill Payments

New Bill Payments

Note(s)

1. You may select a Payee Corporation category from the list below.
2. Please be reminded that your bill will be updated on the next working days by the payee.

Step 1/5

Payee Corporation Category: --Please select--
--Please select--
Education Financing
Online Shopping
Telcos
Utilities

Note (*): All fields with asterisks (*) are required.

Next

4. System displayed Payee Corporation name and click “Next” at step 2/5.

5. Click “Accept” Terms and Conditions for Standing Instruction as below.

TERMS AND CONDITIONS FOR STANDING INSTRUCTION

1. I/We will be responsible for the accuracy of all information/ information given by me/us via internet banking services Agrobank.
2. Bank Pertanian Malaysia Berhad (811810-U)(hereinafter referred to as "Agrobank") will not bears any liability if the information given by me/us via internet banking services Agrobank inaccurate/inc complete.
3. I/We agree that Agrobank will debit my/our account as per the instructions given by me/us via internet banking services Agrobank.
4. I/We hereby agree that the Agrobank entitled to charge/fee prescribed by debiting my/our account at the Agrobank.
5. I/We agree that the Agrobank reserves the right to change/amend the terms and conditions set out without notice and I/we agree to be bound by such amendments.
6. I/We agree that Agrobank has full discretion to revoke the Standing Instructions if the amount of money in my/our account is not sufficient to implement the Standing Instructions via internet banking services Agrobank.
7. If the Standing instructions fall executed, then the penalty/c charges will be imposed on my/our account by the Agrobank and the Standing Instructions is cancelled.

Accept Reject

6. For normal bill payment, choose Pay Now. For Standing Instruction (Pay Later; Pay Weekly; Pay Monthly), complete as requested below.

Education Financing (sample PTPTN)

- i) Select From Account.
- ii) Key in the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Billor Institution: **Perbadanan Tabung Pendidikan Tinggi Nasional (PTPTN)**

Loan No.\Offer Letter No.\Tel No *:

Customer Name *:

Customer ICID No *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (*): All fields with astensks (*) are required.

Online Shopping (sample FAMA)

- i) Select From Account.
- ii) Key in the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Billor Institution: **FAMA AGROBAZAR**

Transaction No. *:

Customer Name *:

Contact No. *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (*): All fields with asterisks (*) are required.

Telco (sample Telekom bill)

- i) Select From Account.
- ii) Complete the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Bill Institution: **Telekom**

Bill Account No *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (): All fields with asterisks (*) are required.*

Utilities (sample SYABAS bill)

- i) Select From Account.
- ii) Complete the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Biller Institution: Syarikat Bekalan Air Selangor (SYABAS)

Bill Account No *:

Bill No. / Bill Ref. No. *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (*): All fields with asterisks (*) are required.

7. Key in Security Token PIN and click "Confirm" at step 3/4.

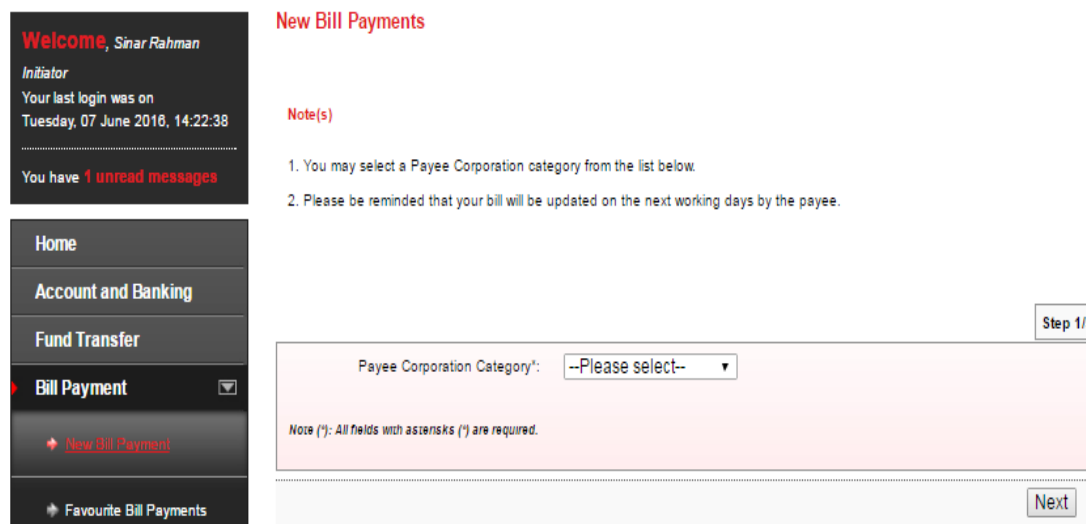
8. The system shows transaction is "Accepted" at step 4/4.

12.2 Initiator – Initiate Transaction

1. Login to AGRONetBIZ website as below.



2. Click “Bill Payment” and choose “New Bill Payment”.



3. Select one of payee category (Education Financing; Online Shopping; Telco; Utilities) in the “Payee Corporation Category” box and click “Next”.

Welcome, Sinar Rahman
Initiator
Your last login was on
Tuesday, 07 June 2016, 14:22:38
You have **1 unread messages**

New Bill Payments

Note(s)

1. You may select a Payee Corporation category from the list below.
2. Please be reminded that your bill will be updated on the next working days by the payee.

Step 1/5

Payee Corporation Category*: --Please select--
--Please select--
Education Financing
Online Shopping
Telcos
Utilities

Note (*): All fields with asterisks (*) are required.

Next

4. System displayed Payee Corporation name and click “Next” at step 2/5.

5. Click “Accept” Terms and Conditions for Standing Instruction as below.

TERMS AND CONDITIONS FOR STANDING INSTRUCTION

1. I/We will be responsible for the accuracy of all information/ information given by me/us via internet banking services Agrobank.
2. Bank Pertanian Malaysia Berhad (811810-U)(hereinafter referred to as "Agrobank") will not bears any liability if the information given by me/us via internet banking services Agrobank inaccurate/incomplete.
3. I/We agree that Agrobank will debit my/our account as per the instructions given by me/us via internet banking services Agrobank.
4. I/We hereby agree that the Agrobank entitled to charge/fee prescribed by debiting my/our account at the Agrobank.
5. I/We agree that the Agrobank reserves the right to change/amend the terms and conditions set out without notice and I/we agree to be bound by such amendments.
6. I/We agree that Agrobank has full discretion to revoke the Standing Instructions if the amount of money in my/our account is not sufficient to implement the Standing Instructions via internet banking services Agrobank.
7. If the Standing instructions fall executed, then the penalty/charges will be imposed on my/our account by the Agrobank and the Standing Instructions is cancelled.

Accept Reject

6. For normal bill payment, choose Pay Now. For Standing Instruction (Pay Later; Pay Weekly; Pay Monthly), complete as requested below.

Education Financing (sample PTPTN)

- i) Select From Account.
- ii) Key in the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Billor Institution: **Perbadanan Tabung Pendidikan Tinggi Nasional (PTPTN)**

Loan No.\Offer Letter No.\Tel No *:

Customer Name *:

Customer ICID No *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (*): All fields with astensks (*) are required.

Online Shopping (sample FAMA)

- i) Select From Account.
- ii) Key in the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:	<input type="text" value="--Please select--"/>
Amount *:	<input type="text"/>
Billor Institution:	FAMA AGROBAZAR
Transaction No. *:	<input type="text"/>
Customer Name *:	<input type="text"/>
Contact No. *:	<input type="text"/>

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (*): All fields with astersks (*) are required.

Telco (sample Telekom bill)

- i) Select From Account.
- ii) Complete the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Biller Institution: **Telekom**

Bill Account No *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (): All fields with asterisks (*) are required.*

Utilities (sample SYABAS bill)

- i) Select From Account.
- ii) Complete the important information required (*).
- iii) Choose one mode of payment (Pay Later; Pay Weekly; Pay Monthly).
- iv) Select date for Pay Later, Pay Weekly & Pay Monthly.
- v) Click Next

Step 3/5

From Account *:

Amount *:

Biller Institution: Syarikat Bekalan Air Selangor (SYABAS)

Bill Account No *:

Bill No. / Bill Ref. No. *:

Pay Now

Pay Later

Start date:
(Date Format: dd/MM/yyyy)

Set up as recurring payment

Payment frequency:

Start date:
(Date Format: dd/MM/yyyy)

Termination date:
(Date Format: dd/MM/yyyy)
Payment will not be executed on termination date.

Note (*): All fields with asterisks (*) are required.

7. Key in Security Token PIN and click "Confirm" at step 3/4.

8. The system shows transaction is "Pending Approval" at step 4/4.

12.3 Approver – Approve Transaction

1. Login to AGRONetBIZ website as below.



2. Click “Authorization” and select related transaction to Approve as below.

Welcome, Approver
Your last login was on
Saturday, 09 January 2016,
15:35:09

You have **1 unread messages**

- Home
- Authorization**
- Message Box
- Profile Management

Logout

IB Reference No.	Transaction Date	Transaction Type	From Account To Account	Amount
0000002955	12/01/2016 14:37:17	Favourite Instant Transfer	1007021000057792 77777771111114	RM 68.00
0000003112	09/01/2016 15:32:57	Zakat Payment	1007021000057792 1000791000017014	RM 700.00
0000003111	09/01/2016 15:30:36	Zakat Payment	1007021000057792 1000511000000493	RM 111.00
0000003110	09/01/2016 15:28:14	Zakat Payment	1007021000057792 1000511000000493	RM 80.00
0000002947	08/01/2016 13:07:06	Payment to Registered Payee Corporation	1007021000057792 1007391000058724	RM 12.00
0000002946	08/01/2016 13:05:30	Payment to Registered Payee Corporation	1007021000057792 1002021000019448	RM 888.00
0000002945	08/01/2016 13:05:13	Payment to Registered Payee Corporation	1007021000057792 1007021000022048	RM 88.00
0000002944	08/01/2016 13:04:56	Payment to Registered Payee Corporation	1007021000057792 1002021000022540	RM 99.00
0000002943	08/01/2016 13:04:42	Payment to Registered Payee Corporation	1007021000057792 1007021000022048	RM 99.00
0000002942	08/01/2016 13:03:29	New Bill Payments	1007021000057792 1002021000024458	RM 21.00

3. Choose "Approve", key in Security Token PIN and click "Confirm" as below.

Thursday, 25 February 2016, 15:22:39

You have **1 unread messages**

- Home
- Authorization**
- Message Box
- Profile Management

Logout

From Account:	1002021000005020
Amount:	RM 3.00
Customer Charges:	RM 1.00
GST Charges:	RM 0.06
Payee Corporation:	Perbadanan Tabung Pendidikan Tinggi Nasional (PTPTN)
Loan No./Offer Letter No./Tel No:	B2013666
Customer Name:	MOHD FIKRIEZUDIN MOHD FAUZEEEE
Customer ICID No:	770707065555

Payment mode:	Pay Later
Start date:	26/02/2016

Status:	Pending Approval
IB Reference No.:	0000004299
Initiator name:	ROSLI AHMAD
Initiator Date:	25/02/2016 15:15:56

Approver Status:	<input checked="" type="radio"/> Approve <input type="radio"/> Reject
Remarks:	<input type="text"/>

Enter Security Token PIN number:

Clear Cancel Confirm

4. The system shows transaction is "Accepted" as below.

Welcome, Approver
Your last login was on
Thursday, 25 February 2016,
15:22:39

You have **1 unread messages**

- Home
- Authorization**
- Message Box

Authorization

You have authorised this transaction successfully.
To view your transaction status, please check your online transaction history.

Transaction Type:	Payment to Registered Payee Corporation
IB Reference No.:	20160225000000004299
Approver Status:	Approved
Remarks:	-
Status:	Successful

12.4 Standing Instruction Inquiry

1. Click “Bill Payment” and choose “Standing Instruction Inquiry” as below.

The screenshot shows a user interface for Bill Payment. On the left is a navigation menu with the following items: Home, Account and Banking, Fund Transfer, Bill Payment (selected), New Bill Payment, Favourite Bill Payments, Favourite Payee Maintenance, and Standing Instruction Inquiry. The main content area is titled "Bill Payment" and contains several options: "New Bill Payment" (Make a new bill payment), "Favourite Bill Payments" (Payment to Favourite Account), "Favourite Payee Maintenance" (Favourite Account Maintenance), and "Standing Instruction Inquiry" (Standing Instruction Inquiry).

2. Select “From Account” and “Mode of Payment”. Then click “Search” and page will be displayed as below.

The screenshot shows the "Standing Instructions" page. At the top, there are search filters: "Filtered By: --From account--" and "--Mode of Payment--" with a "Search" button. Below the filters is a table of standing instructions. Each row includes an SI Reference No, Transaction Type, From Account To Account, Amount, Payment mode Payment Frequency, Start date Termination date, and buttons for "View History" and "Cancel".

SI Reference No	Transaction Type	From Account To Account	Amount	Payment mode Payment Frequency	Start date Termination date	
0000000408	Bill Payment	1008141000030402 1002021000022540	RM 11.00	Pay Later -	10/03/2018 -	View History Cancel
0000000393	Bill Payment	1002021000005020 28774800	RM 21.00	Pay Later -	08/03/2018 -	View History Cancel
0000000392	Bill Payment	1002021000005020 28774800	RM 22.00	Recurring payment Weekly	08/03/2018 10/03/2018	View History Cancel
0000000391	Bill Payment	1002021000005020 28774800	RM 23.00	Recurring payment Monthly	08/03/2018 10/03/2018	View History Cancel
0000000381	Bill Payment	1002021000005020 1007021000022048	RM 3.00	Recurring payment Weekly	05/03/2018 07/03/2018	View History Cancel
0000000380	Bill Payment	1002021000005020 1007021000022048	RM 4.00	Recurring payment Monthly	05/03/2018 08/03/2018	View History Cancel
0000000379	Bill Payment	1002021000005020 1007021000022048	RM 2.00	Pay Later -	05/03/2018 -	View History Cancel

3. Function of the buttons in Standing Instruction Inquiry as below:

i) View History

- To view status of transaction as below.

Transaction Date	SI Reference No	Transaction Status	Transaction Type
03/03/2016 10:30:52	0000000322	Successful	Transfer

[Back](#)

ii) Update

- To edit Standing Instruction as below.

Sample: Pay Later

SI Reference No:	0000000865
Service Type:	Bill Payment
From Account:	1002021000005020
To Account:	2222222222222223
Amount:	<input type="text" value="10.00"/>
Payment mode:	Pay Later
Start date:	<input type="text" value="10/06/2016"/>

[Back](#) [Update](#)

Sample: Pay Weekly & Pay Monthly

SI Reference No:	0000000281
Service Type:	Bill Payment
From Account:	1002021000005020
To Account:	2002021000018195
Amount:	<input type="text" value="9.50"/>
Payment mode:	Recurring payment
Payment Frequency:	<input type="text" value="Weekly"/>
Start date:	<input type="text" value="02/03/2016"/>
Termination date:	<input type="text" value="10/03/2016"/>

[Back](#) [Update](#)

- For Multiple Users need Approval.

iii) Cancel

- To cancel Standing Instruction as below.

Step 1/2

IB Reference Number: 0000000408

Service Type: Bill Payment

From Account: 1006141000030402

To Account: 1002021000022540

Amount: RM 11.00

Payment mode: Pay Later

Start date: 10/03/2016

- For Multiple Users need Approval.