

# IBAN Management Administration Panel Overview

In the IBAN Management Administration Panel you can manage IBAN transfers. The document is divided into sections that describe the various components of the system. Each section contains a screen presenting the functionality and a detailed description of the states occurring in it.

## Purpose and scope

This product guide provides a high-level overview of Admin Panel IBAN Management section. This document covers the following topics:

- uploading transfers from bank,
- displaying transfers,
- displaying transfers for AML review,
- processing held transfers,
- roles and labels.

## Terminology

This section explains a number of key terms and concepts used in this document.

Name	Description
Customer, Partner	Customer who uses IBAN Management Service.
Operator	User using the Admin Panel.
AML Operator	User using the Administration Panel which actions are connected with Anti-Money Laundering area. Issuing Institution representative.


Upload	The process of transferring (importing) the bulk transfer data files to the banking system using the Administration Panel.
Master balance	The total funds in Master Account. Master Account is the main account number assigned to the Customer in the bank's system
Technical balance	A balance that takes into account funds pending finalisation, such as held transfers for AML reasons.


# Upload transfers


## Transfer operation files

▼

IBAN MANAGEMENT


 **Transfer operation files**

 Transfers for review

 Transfers

Functionality that enables the import of bulk transfer files in `csv` format for uploading transfer orders to the bank that is to execute the transfers.

Transfer operation files

  
Drop a file or **browse**  
Accepted types: .csv

Cancel

Submit

For upload ther are provided informations:


Information	Description
Upload ID	Identifier given to the upload.
Description	Name of the file which is imported by Administration Panel.
Upload date	Date of file upload.
Processing statistics	Number of transfers receiving individual statuses within the upload: <ul style="list-style-type: none"><li>• Successfully</li><li>• Failures</li><li>• Ignored</li></ul>
Status	Status for the upload: <ul style="list-style-type: none"><li>• Completed</li><li>• Failed</li><li>• Partially completed</li><li>• In processing</li></ul>


For each shipment, it is possible to check the details of each transfer, such as ID , operation type , contractor name , amount , status , operation title , contractor address , contractor account number .


# Transfers history


## Transfers

Transfer history list contains filters and columns with dates. In this section actions don't occur.

 IBAN MANAGEMENT

 Transfer operation files

 Transfers for review

 Transfers

The filters are used for dynamic searching, such data as: Transfer ID , Created at , Sender's account number , Receiver's account number , Bank , Direction , Account Type .

Transfer ID

Created at

Sender's account number

Receiver's account number

Bank

Direction

Account type

Filter	Description
Transfer ID	Identifier given to the transfer.
Created at	Date range in which transfers were created.
Sender's account number	Sender;s account number for a given transfer.
Receiver's account number	Recipient's account number for a given transfer.
Bank	One of the supported banks in Verestro: <ul style="list-style-type: none"><li>• Pekao</li><li>• Zen</li></ul>
Direction	In the context of the IBAN Management Service solution, the transfer can be made in two directions: <ul style="list-style-type: none"><li>• Receiving</li><li>• Sending</li></ul>
Account type	<ul style="list-style-type: none"><li>• Bank account</li><li>• Master balance</li><li>• Technical balance</li></ul>

For each transfer, transfer details are available after going to the selected transfer. There are details about each of them, as well as the sender and receiver.

Basic data					
ID	Bank	Amount	Description	Direction	Sending option
72fd37d5-6e5f-4eb4-87ba-8d26d0f345ef	ZEN	0.01 EUR	mocked transfer	Sending	INTERNAL_BANK EXPRESS
Status	Account type	Date of receipt	Settled date		
Completed	Bank account	2025-02-25	2025-02-25		

Sender's details			
Name	Address	Bank BIC	Sender's account number
Jim Don	Mocked 12, 20-582 Mocked	BZENLT22	LT933132019831707842

Receiver's details			
Name	Address	Bank BIC	Receiver's account number
John Doe	Mocked 15, 20-212 Mocked		LT743139019831827591

# Transfers for review

This is the part of the transfers that, for AML reasons, needs to be reprocessed by the AML Operator. Held transfers are booked at the technical balance. They require verification and may be rejected or accepted as a result of the analysis.

▼

IBAN MANAGEMENT

Transfer operation files

Transfers for review

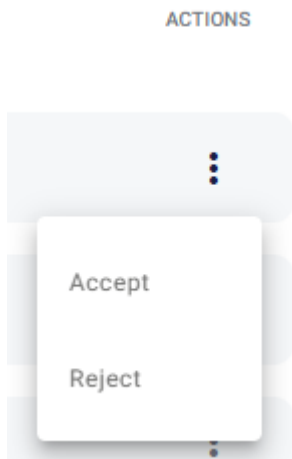
Transfers

The operator can perform the action from the transfer details:

Accept

Reject

or from the list of transfers, using the action:



- Accepting a held transfer means allowing the transfer to be finalised, so the transfer is rebooked from the technical balance for further reprocessing to the recipient.
- If the transfer is rejected, the AML operator from Issuing Institution defines further reprocessing of the transfer. Depending on the case, the transfer may return to the original sender or change the intended recipient.

The **Transfers for review** tab also offers filters and details similar to the [Transfers](#) tab.

## Roles and labels

Below are the default function settings for described product. In addition to roles, there are also labels for actions in the IBAN Management area, which extend the role's permissions. The roles of **ADMIN**, **MANAGER**, **EMPLOYEE** overlap with the **ADMIN**, **MANAGER**, **EMPLOYEE** labels.

Roles	Labels
Admin	Admin
Manager	Manager
Employee	Employee
	Transfer_maker
	AML

Action	Admin	Manager	Employee	Transfer_maker	Aml
Create bank account	X				
Delete bank account	X				
Display bank account number	X	X	X		
Make transfer	X			X	
Display transfers	X	X	X		
Reject transfer	X				X
Accept transfer	X				X
Display transfers for review	X	X	X		
Upload transfers from bank	X				
Display loaded transfers	X				

Revision #18

Created 20 February 2025 13:34:56 by Beata Rzemieniak

Updated 14 April 2025 07:09:40 by Krzysiek Wisiecki