

Step 1 How to apply for Internet Banking (IB)



Apply for Internet Banking

Download the Registration form available on our website and fill in the application form - <https://www.mcb.mu/en/corporate/payment-and-cash/pay/internet-banking/>



Any assistance required?

Contact your RM to fill in the Registration form.

Step 2 Submission of duly signed document (as per Acts & Deeds)



Signature

Fill in the form and sign.

Step 3 The Bank will proceed with the set up of IB and issue access codes



"Basic User"

Email with User ID and SMS with Login Pin will be sent.



"Signatory User"

Email with User ID and Soft Token and SMS with Login Pin will be sent.

Step 4 Connect to IB with credentials received

Connect to your account

Enter your username and password.

Step 5 Change your Login Pin

Change your Pin

Create a new password.

Step 6 Connect again to IB with new password to access your company's IB

Connect to your account

Enter your username and new password.

Select your company

Select your company's name.

Step 7 Ready to initiate transfer



Initiate a transfer

Click on the Transfer & Payments Menu and select the type of transfer you want to initiate.

Step 8(i) Authorise a transfer (As Signatory User)



a. Install and activate Soft Token (This operation is done only once).

Steps to install the Soft Token:

1. Go to the App Store or Google Play to download and install the Soft Token app named "HID Approve".
- 2a. To register and activate your Soft Token, please log on to Internet Banking.
- b. Go to 'Services' tab.
- c. Click on 'Activate/Deactivate Token' and follow the instructions.

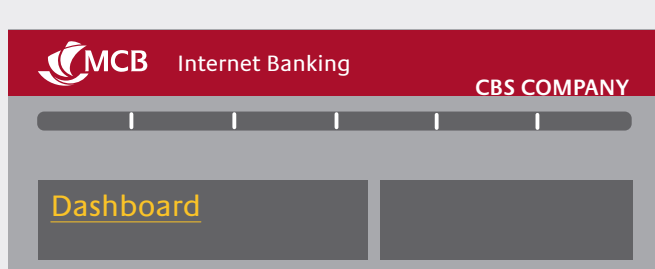


b. Once activation is completed by scanning the QR code on mobile phone, the registration is now completed and the "CONTINUE" button on IB shall be enabled.

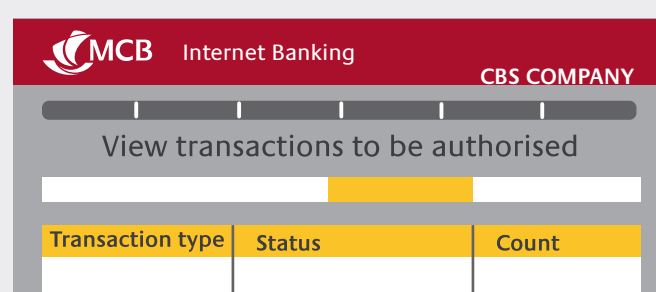


c. Click on "CONTINUE" & proceed with authorisation using OTP.

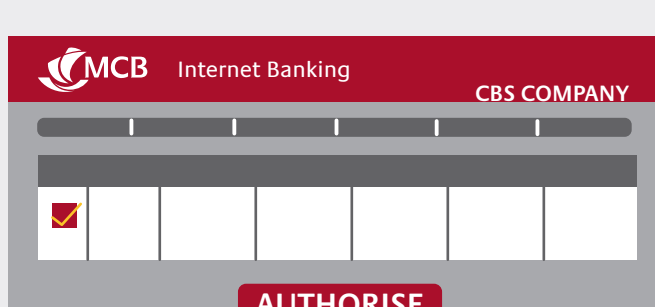
Step 8(ii) Authorise a transfer



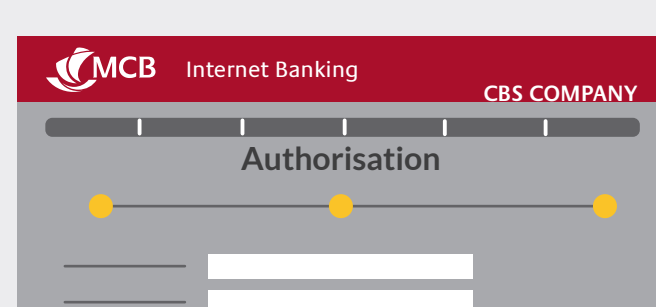
a. Access the dashboard.



b. Go to 'Authorise Transaction' and click on Initiated.



c. Select the transaction and click on 'Authorise'.



d. Make use of the Soft Token for authorisation.