



# INTERNET BANKING SERVICE

instruction manual

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## 1. NEW FEATURES

- Open a demand deposit account\_ [click here](#)
- Open a term deposit account\_ [click here](#)
- Savings backed loan\_ [click here](#)
- Easy Info\_ [click here](#)
- Standing instruction\_ [click here](#)
- Penalty payment\_ [click here](#)
- Mobile top-up\_ [click here](#)

## 2. LOGIN

Please visit [www.egolomt.mn](http://www.egolomt.mn).

**Голомт Банк**  
Сайн саймын санхүүжүүлэгч

? Help English Монгол 汉语

Choose Language

Login

Customer ID

Password

Forgot password?

Log In

In order to login to internet bank user will have to use customer ID and password that provided from Golomt Bank

Social Pay

СОШИАЛААР ШИДЬЕ  
СОШИАЛААР ШИЙДЬЕ

**Golomt Bank**  
Committed to and Investing in Excellence

**Open an online account**  
Managing your account from anywhere in the world

**Merchant statement**  
Merchant Transaction History

**Internal Guarantee**  
Check internal guarantee issued by Golomt bank

**Transaction guarantee**  
Secured safely

- Enter the ID that is provided to you when you signed up for internet banking service.
- In the password field enter the password that is provided to you when you signed up for the internet bank service.
- If you have the E-token device you will be prompt to enter the E-token code after you entered the customer ID the password in the respected fields and click login.
- There are two types of password (LOGIN and TRANSACTION) you will use. One is required to LOGIN and the other password is required when execute transactions via internet bank.
- If you are login to your internet bank the first time or if you have recovered your password via forgot password feature you will be prompt to change the both login and transaction password to login to your internet bank.

### **Note:**

- If you insert wrong password 5 times, your password will be blocked
- You can unlock your password by calling 1800-1646 or informing a local branch
- If you have forgotten your password, choose “Forgot password” option on the login page

### 3. MAIN PAGE

After providing your username and password correctly, the home screen will be shown as below.

In this field you can see the last login date, customer name.

Latest newsfeed regarding Internet banking is shown here.

### 4. ACCOUNT

In this Account main menu you can find all account related information such as account statements, balance, settings as well as debit and credit card statements.

#### 4.1 ACCOUNT SUMMARY

NICKNAME	ACCOUNT NAME	PRODUCT NAME	ACCOUNT NUMBER	CURRENCY	BALANCE
Цэ	ЭРДЭ	Salary Current Account	34	MNT	
IC	РИПЦАХ	Salary Current Account	99	MNT	1
О1	ЭРДЭ	Current Account	37	USD	
АА	ЭРДЭ	Demand Deposit	35	MNT	5,85
51	ЭРДЭ	Demand Deposit	35	USD	
Ф1	ЭРДЭ	Demand Deposit	35	MNT	1
АА	ЭРДЭ	Operative account	12	MNT	
Ф1	ЭРДЭ	Operative account	57	MNT	52
Ю1	ЭРДЭ	Current Account	12	CNY	
3F	ЭРДЭ	Savings product - 200,000₮	78	MNT	1,81
3F	ЭРДЭ	Savings product - 500,000₮	40	MNT	2,51
EF	У. J	ERDE J	18820763	MNT	1,06

- In the account summary sub menu all your accounts and cards information will appear. You can check your account type, number, currency as well as your account balance here.
- Additionally, you can click on the short name of your account to view detailed information of the account.



## 4.2 OPERATIVE ACCOUNTS

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-08-2017 14:20:54

Dashboard Accounts Transactions Payments My Profile Services Market Information

Balance & Statement Accounts: Balance & Statement > Operative Accounts >

Operative Accounts

Deposit Accounts

Loan Accounts

Credit Cards

Account Summary

Configuration

Update Account Preferences

Manage My Accounts

### My Operative Accounts

NICKNAME	ACCOUNT NUMBER	PRODUCT NAME	CURRENCY	AVAILABLE BALANCE	TOTAL BALANCE
Цалин	1584	Salary Current Account	MNT		
I CARD-ИЙН ХАРИЛЦАХ	1099	Salary Current Account	MNT		
ОУ-ын карт	307	Current Account	USD		
AMEX saving	1585	Demand Deposit	MNT		
\$ хадгаламж	1135	Demand Deposit	USD		
₮ хадгаламж	1055	Demand Deposit	MNT		
AMEX	002	Operative account	MNT		
₮ харилцах	1057	Operative account	MNT		
ЮнионПей карт	1522	Current Account	CNY		

Transaction History Download Statement Debit Card List

- In this sub menu all your current account information will appear such as customer ID, account name, account number, account currency, and account balance.
- Also you can hover over your mouse pointer to customer ID and it will display menu that can show debit card information, account statement, and account freeze information.
- To view the account's more detailed information you can click on the account's short name.

## 4.3 DEPOSIT ACCOUNTS

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-08-2017 14:20:54

Dashboard Accounts Transactions Payments My Profile Services Market Information

Balance & Statement Accounts: Balance & Statement > Deposit Accounts >

Operative Accounts

Deposit Accounts

Loan Accounts

Credit Cards

Account Summary

Configuration

Update Account Preferences

Manage My Accounts

### My Deposits

NICKNAME	ACCOUNT NUMBER	PRODUCT NAME	CURRENCY	BALANCE
ЭРДЭМСАЙХА	10176	Savings product - 200,000₮	MNT	100.10
ЭРДЭМСАЙХА	13040	Savings product - 500,000₮	MNT	100.00

View Transaction History

- In this sub menu all your deposit account information will appear such as account name, account number, account currency, and account balance. Also in this sub menu you can view your deposit account statement.
- To view the account's more detailed information you can click on the account's short name.

## 4.4 LOAN ACCOUNTS

ГОЛОМТ БАНК  
Сайн сайхан санхүүжилэл

Харилцагчийн дугаар: Бүгд Гарах

Сайн байна уу? ЛХАГВАСҮРЭН ДАМДИНСҮРЭН  
Холбоот салэх: 0 hrs: 30 mins  
Өмнөх нэвтэрсэн өнөө: 04-05-2017 12:17:54

Сомбор **Үлдэгдэл, хууль** Гүйтгээ Төлбөр Хувийн мэдээлэл Үийчигтээ Зох зээлийн мэдээлэл

Үлдэгдэл, хууль Үлдэгдэл, хууль > Зээлийн данс >

**ЗЭЭЛИЙН ДАНС**

ТӨВЧ НЭР	ДАНСНЫ ДУГААР	БҮТЭЭГДЭХҮҮН	ВАЛЮТ	ОЛГОСОН ЗЭЭЛИЙН ДҮН	ХУВААРИЙН ДАГУУ ТӨЛӨХ ДҮН
ОРОН СУУЦНЫ ЗЭЭЛ		Орон Сууцны Зээл	MNT		

Гүйлгээний түүх Эргэн төлөлтийн хуваарь Зээл хаах тооцоо

- In this sub menu all your loan account information will appear such as account name, account number, account currency, and amount due
- Also you can view the loan account statement, repayment schedule and loan account closure calculation.
- To view the account's more detailed information such as loan amount, tenor, interest you can click on the account's short name.

## 4.5 CREDIT CARDS

ГОЛОМТ БАНК  
Сайн сайхан санхүүжилэл

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-08-2017 14:20:54

Dashboard **Accounts** Transactions Payments My Profile Services Market Information

Balance & Statement Accounts: Balance & Statement > Credit Cards >

**My Credit Cards**

CARD NUMBER	CURRENCY	ACCOUNT EFFECTIVE LIMIT	ACCOUNT CURRENT BALANCE	AVAILABLE CREDIT LIMIT	ACCOUNT OUTSTANDING IPP	ACCOUNT MINIMUM PAYMENT
8820783	MNT	3,000,000.00			0.00	0.00

\* Expenditure and minimum payment of Credit card updating once in a day. Therefore please check it next day.

Transactions /Current month/ View Past Statement Reward Point Details

- In this sub menu all your credit card information will appear such as Card number, card currency, credit card limit and minimum repayment amount.
- To view the credit card's more detailed information you can click on the credit card's number.

## 4.6 UPDATE ACCOUNT PREFERENCES

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments My Profile Services Market Information

Balance & Statement Accounts: Configuration > Update Account Preferences > Update Account Preferences

### Update Account Preferences

CUSTOMER ID	PRODUCT NAME	ACCOUNT NUMBER	ACCOUNT NICKNAME	CURRENCY
1429	Salary Current Account	384	Цалин	MNT
1429	Salary Current Account	399	I CARD-ИЙН ХАРИЛЦАХ	MNT
1429	Current Account	307	ОУ-ын карт	USD
1429	Demand Deposit	585	AMEX saving	MNT
1429	Demand Deposit	135	\$ хадгаламж	USD
1429	Demand Deposit	955	₮ хадгаламж	MNT
1429	Operative account	392	AMEX	MNT
1429	Savings product - 200,000₮	178	ЭРДЭМСАЙХА	MNT
1429	Operative account	957	₮ харилцах	MNT
1429	Current Account	322	ЮнионПэй карт	CNY
1429	Savings product - 500,000₮	340	ЭРДЭМСАЙХА	MNT
1429		318620783	ERDEMSEIKHAN, J	MNT

Update Account Nicknames

- All of your accounts will be listed and if you have difficulties distinguishing them, you can change it to any names of your choosing.

## 4.7 MANAGE MY ACCOUNT

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments My Profile Services Market Information

Balance & Statement Accounts: Configuration > Manage My Accounts >

### Account Access for Users

Reminder: If you restrict the access of all the accounts, you will not be able to login again.

SELECT	ACCOUNT INDICATOR	ACCOUNT NUMBER	NICKNAME	INQUIRY	TRANSACTION
<input type="checkbox"/>	Own	84	Цалин	Y	All
<input type="checkbox"/>	Own	99	I CARD-ИЙН ХАРИЛЦАХ	Y	All
<input type="checkbox"/>	Own	07	ОУ-ын карт	Y	All
<input type="checkbox"/>	Own	85	AMEX saving	Y	All
<input type="checkbox"/>	Own	35	\$ хадгаламж	Y	All
<input type="checkbox"/>	Own	55	₮ хадгаламж	Y	All
<input type="checkbox"/>	Own	13	ЭРДЭМСАЙХА	Y	All
<input type="checkbox"/>	Own	89	Уян хадгаламж	Y	All
<input type="checkbox"/>	Own	40	ЭРДЭМСАЙХА	Y	All
<input type="checkbox"/>	Own	89562574	ERDEMSEIKHAN, J	N	No
<input type="checkbox"/>	Own	18620783	ERDEMSEIKHAN, J	Y	All

Full Access No Access

- All of your accounts as well as accounts with co-ownership are shown. You can choose which accounts are for transfers or just for monitoring account balance.
- “Full Access” or “No Access” options

## 5. TRANSACTIONS

### 5.1 BETWEEN OWN ACCOUNTS

To make transaction between your own account click on the “Transactions” main menu and then select the “Between own accounts” from sub menu in the left side of you screen.

**ГОЛОМТ БАНК**  
Сайн амжилалын санхүүжилт

Welcome: ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Customer ID: All Customer IDs Logout

Dashboard Accounts **Transactions** Payments My Profile Services Market Information

Transaction Management > Transactions: Transaction Management > Between Own Accounts > Create New Funds Transfer

**Between Own Accounts**

**Initiator Details**  
Account: ₮ харилцах(MNT) - 1809098957

**Recipient Details**  
My Accounts in Home Bank: Select

**Common Details**  
Amount: [input] Select  
Remark: [input]

Standing instruction Additional Information **Continue**

Select the account that you want to receive your transaction with

Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details.

Also enter the transaction amount and remarks

After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again. After you verify your information you will be able to execute you transaction.



## 5.2 INSIDE BANK

To make transaction within Golomt Bank accounts click on the “Transactions” main menu and then select the “Inside Bank” from sub menu in the left side of you screen.

The screenshot displays the Golomt Bank web interface for initiating a transaction. The top navigation bar includes 'Dashboard', 'Accounts', 'Transactions' (highlighted), 'Payments', 'My Profile', 'Services', and 'Market Information'. The left sidebar shows 'Transaction Management' with 'Inside Bank' selected. The main content area is titled 'Inside Bank' and contains the following sections:

- Initiator Details:** A dropdown menu for 'Account' showing '₮ харилцах(MNT) - 1809098957'.
- Recipient Details:** A section for 'Counterparty Type & Nickname' with radio buttons for 'Personal Payees' (selected) and 'Adhoc Personal Payee', and a 'Select' dropdown.
- Common Details:** Fields for 'Amount' (with a 'Select' dropdown), and 'Remark'.

At the bottom of the form are buttons for 'Standing instruction', 'Additional Information', 'Save As Template', and 'Continue'. Callout boxes provide the following instructions:

- Initiator Details:** Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details.
- Common Details:** Select the account that you want to receive your transaction from the account book or enter account information.
- Common Details:** Also enter the transaction amount and remarks.
- Continue Button:** After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again and will ask you to enter the TRANSACTION password. After you verify your information you will be able to execute you transaction.

### Note:

- In this sub menu you won't be able to make transaction to credit cards and loan accounts.
- To make transaction to credit cards and loan account use the loan payment and credit card payment sun menu respectively.

### 5.3 OUTSIDE BANK

To make interbank transaction click on the “Transactions” main menu and then select the “Outside Bank” from sub menu in the left side of you screen.

The screenshot shows the 'GOLOMOT BANK' online banking interface. The top navigation bar includes 'Dashboard', 'Accounts', 'Transactions' (highlighted), 'Payments', 'My Profile', 'Services', and 'Market Information'. The left sidebar shows 'Transaction Management' with sub-options: 'Between Own Accounts', 'Credit Card Payments', 'Loan Payment', 'Inside Bank', and 'Outside Bank' (highlighted). The main content area is titled 'Outside Bank' and contains the following sections:

- Initiator Details:** Includes an 'Account' dropdown menu showing '₮ харилцах(MNT) - 1809098957' and an 'Available Balance' field.
- Recipient Details:** Includes 'Counterparty Type & Nickname' with radio buttons for 'Personal Payees' (selected) and 'Adhoc Personal Payee', and a 'Select' dropdown.
- Common Details:** Includes an 'Amount' input field with a 'Select' dropdown and a 'Remark' input field.

At the bottom right of the form are buttons for 'Additional Information', 'Save As Template', and 'Continue'. Three callout boxes provide instructions:

- Top right: 'Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details.'
- Left side: 'Select the account that you want to receive your transaction from the account book or enter account information'
- Bottom right: 'Also enter the transaction amount and remarks'

A larger callout box at the bottom explains: 'After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again and will ask you to enter the TRANSACTION password. After you verify your information you will be able to execute your transaction.'

**Note:**

- You can transfer funds, equivalent to 999,999 MNT or less, between banks online 24/7.
- Transactions higher than 999,999 MNT will be received according to Mongolbank’s (central bank) transaction schedule.
- Please note that if you enter receiver’s name incorrectly on transaction lower than 999,999MNT will not proceed.

## 5.4 INTERNATIONAL TRANSFER

To make international transaction click on the “Transactions” main menu and then select the “International transfer” from sub menu in the left side of you screen.

Welcome ЭРЭМЦЭЙХАН ЖАРГАЛСАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 09-06-2017 14:20:54

Customer ID: All Customer IDs Logout

Dashboard Accounts **Transactions** Payments My Profile Services Market Information

Transaction Management > Transactions: Transaction Management > International Transfer > Initiate Payment

**International Transfer**

CLICK HERE !

**Initiator Details**

Account: ₮ харилцах(MNT) - 1809098857

Please note that currency information must be in English except for Russian ruble that must be in Cyrillic.

**Recipient Details**

Receiver Name:

Receiver Address:

Account Number:

Bank Identifier:  Use SWIFT code  Use Bank code

Swift Code:

Add to Personal Payee List:

**Common Details**

Amount:

Remark:

Purpose Code:

Please note that transaction description must be in English. If transaction currency is RUB, in Cyrillic. Eg: Payment for equipment or Transfer to family expense.

Pay the charge of the Intermediary bank:  Beneficiary  Remitter

Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details.

In this section enter the receiver's account and bank information. Also enter receiver's swift code, name, and address completely.

Enter the transaction remarks and select who is paying for the transaction fee.

After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again and will ask you to enter the TRANSACTION password. After you enter the above information and click on the send request button your request will be sent to Bank.

## 5.5 CREDIT CARD PAYMENTS

If you have to pay yours and others credit card bill, you can choose “Pay Credit Card Bill” option from the “Transactions” menu.

The screenshot displays the GOMOT BANK web interface. The header includes the bank logo, a welcome message in Mongolian, session timeout information, and a Customer ID dropdown menu. The navigation menu features icons for Dashboard, Accounts, Transactions, Payments, My Profile, Services, and Market Information. The main content area is titled "Credit Card Payments" and is divided into three sections: "Initiator Details", "Recipient Details", and "Common Details".

**Initiator Details:** A dropdown menu for "Account:" is set to "Харилцах(MNT) - 1809098957". A callout box points to this dropdown with the text: "Select Credit Card to you want to make a payment and it will show the minimum payment amount and total payment amount".

**Recipient Details:** A radio button is selected for "Own Credit card". Below it, a "Credit card number:" dropdown is set to "Select". A callout box points to this dropdown with the text: "Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details." Below this, "Minimum Amount Due:" and "Total Amount:" labels are present.

**Common Details:** An "Amount:" input field and a "Remark:" input field are visible. A callout box points to these fields with the text: "Also enter the transaction amount and remarks".

At the bottom right of the form, there are two buttons: "Additional Information" and "Continue". A callout box points to the "Continue" button with the text: "After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again. After you verify your information you will be able to execute you transaction."

## 5.6 LOAN PAYMENT

You can pay your loan by choosing “Loan payment” option in Transactions menu.

The screenshot shows the GoloMT Bank web interface. The top navigation bar includes 'Dashboard', 'Accounts', 'Transactions' (highlighted), 'Payments', 'My Profile', 'Services', and 'Market Information'. The left sidebar menu includes 'Transaction Management', 'Between Own Accounts', 'Credit Card Payments', 'Loan Payment' (highlighted), 'Inside Bank', 'Outside Bank', 'International Transfer', 'Standing Instruction', 'Transaction Details', and 'View Completed Transactions'. The main content area is titled 'Loan Payment' and contains the following fields:

- Initiator Details:** Account: ₮ харилцах(MNT) - 1809098957
- Recipient Details:** Loan Account: [Field] [Lookup](#)
- Common Details:** Loan Overdue Amount: 0.0; Amount: [Field]; Amount To be Deducted from the Account: [Field]; Remark: [Field]

Buttons at the bottom right include 'Additional Information' and 'Continue'.

**Callout 1:** Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details.

**Callout 2:** Select the loan account that you want to make payment then it will display the amount due. Then enter the payment amount and transaction

**Callout 3:** After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again and will ask you to enter the TRANSACTION password. After you enter the above information and click on the send request button your request will be sent to Bank.

## 5.7 STANDING INSTRUCTION

ГОЛОМТ БАНК  
Сайн өдөрнийг элсвэрлүүрүү

Welcome: ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-08-2017 17:27:34

Customer ID: All Customer IDs Logout

Dashboard Accounts **Transactions** Payments My Profile Services Market Information

Transaction Management > Standing instruction > Standing instruction

Standing Instruction

NEXT PAYMENT DATE FREQUENCY TRANSACTION DAY END DATE INITIATOR DETAIL COUNTERPARTY DETAILS TOTAL AMOUNT CURRENCY ENTRY ID

Register Delete

If you have used this service before, it will be displayed here. Press "Register" if you have not.



ГОЛОМТ БАНК  
Сайн өдөрнийг элсвэрлүүрүү

Welcome: ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-08-2017 17:27:34

Customer ID: All Customer IDs Logout

Dashboard Accounts **Transactions** Payments My Profile Services Market Information

Transaction Management > Standing instruction > Standing Instruction

Standing Instruction

Account: Select

My Accounts in Home Bank: Select

Frequency Type: Monthly

Day of month: 9

End date: \* Please enter the end date.

Amount: Select

Continue

Choose date of month, amount, transferring account in this section.

After filling out information above, press "Continue" button. Confirmation form fill appear after where you should verify all the information you have provided is correct. Thereafter your standing instruction request will be registered and transactions will automatically be proceeded on requested basis.



## 5.8 TRANSACTION DETAILS

You can view all the transactions made from your account in details by choosing “View All Transaction” sub menu from “Transactions” menu.

The screenshot shows the GHIOMT BANK web interface. The top navigation bar includes the bank logo, a welcome message for 'ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН', session timeout information, and a 'Logout' button. The main navigation menu has icons for Dashboard, Accounts, Transactions (highlighted with an orange box), Payments, My Profile, Services, and Market Information. Below the navigation, the 'Transaction Management' section is active, showing a breadcrumb trail: 'Transactions: Transaction Details > View All Transactions > My All Transactions'. The 'My All Transactions' page features a search form with fields for Transaction Date (2017-06-01 to 2017-06-05), Transaction Amount, Transaction Status (All), Transaction Type (All), Recipient Account, and Initiator's Account (Select). A 'Search' button is located at the bottom right of the search form. Below the search form is a table of transactions with columns: TRANSACTION TYPE, TRANSACTION DATE, INITIATOR DETAIL, COUNTERPARTY DETAILS, TOTAL AMOUNT, CURRENCY, TRANSACTION STATUS, and TRANSACTION REMARKS. The table contains three rows of transaction data, each with a 'Details' button. A 'View History' button is located at the bottom left of the table area.

TRANSACTION TYPE	TRANSACTION DATE	INITIATOR DETAIL	COUNTERPARTY DETAILS	TOTAL AMOUNT	CURRENCY	TRANSACTION STATUS	TRANSACTION REMARKS
Credit Card Payment	05-06-2017	08585	ERDEMSAIKHAN. J	000.00	MNT	Success	orlogo
Between Own Accounts	05-06-2017	08585	ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН	000.00	MNT	Success	orlogo
Between Own Accounts	05-06-2017	05584	ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН	000.00	MNT	Success	6 sariin orlogo

- Select the account inquiry date also you can select the transaction type and account type to initiate search. Additionally, in the advanced search section you can search the transaction by currency or transaction state as well.
- Account inquiry displays transaction date, transaction type, receiver's information, transaction remarks, transaction state, transaction amount etc.

## 5.9 TRANSACTION SUPPORT SERVICES

### Manage counterparty:

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts **Transactions** Payments My Profile Services Market Information

Transaction Management > Transactions: Transaction Support Services > Manage Account Book >

**Manage Counterparty**

Option: Add Beneficiary OK

Account book can be used in all internet bank related transactions. Also user can edit or delete account book

Transaction Management

- Between Own Accounts
- Credit Card Payments
- Loan Payment
- Inside Bank
- Outside Bank
- International Transfer
- Standing instruction
- Transaction Details
  - View Completed Transactions
  - View All Transactions
- Transaction Support Services
  - Manage Account Book**
  - Manage Templates

### View beneficiary details:

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts **Transactions** Payments My Profile Services Market Information

Transaction Management > Transactions: Transaction Support Services > Manage Account Book >

**View Beneficiary Details**

Option: View Beneficiary Details Ok

NAME	ACCOUNT	BANK NAME	CURRENCY	BENEFICIARY TYPE
Nyaydavaa	3155	Khan Bank	MNT	Outside Bank Beneficiary
Энхжаран Төрөг	3015	GOLOMT	MNT	Inside Bank Beneficiary
Nomin Myagmarsuren	374	Trade and Development Bank	MNT	Outside Bank Beneficiary
Tulgabastar	390	Trade and Development Bank	MNT	Outside Bank Beneficiary
Jargalsaikhan	3292	Khan Bank	MNT	Outside Bank Beneficiary
Mobicom	3877	GOLOMT	MNT	Inside Bank Beneficiary
Юенрен XXX	3438	GOLOMT	MNT	Inside Bank Beneficiary
Юенсан XXX	3587	GOLOMT	MNT	Inside Bank Beneficiary
Erdene-origi	3723	Khan Bank	MNT	Outside Bank Beneficiary
Uyanga	3002	GOLOMT	MNT	Inside Bank Beneficiary
ankhil	3962	GOLOMT	MNT	Inside Bank Beneficiary
uyanga			MNT	Inside Bank Beneficiary

This list displays all your saved account book entries. In this list you can see account book name, account short name, bank name, account currency, transaction type etc.

Click on the account book short name to view more details.

Transaction Management

- Between Own Accounts
- Credit Card Payments
- Loan Payment
- Inside Bank
- Outside Bank
- International Transfer
- Standing instruction
- Transaction Details
  - View Completed Transactions
  - View All Transactions
- Transaction Support Services
  - Manage Account Book**
  - Manage Templates

## 6. PAYMENTS

### 6.1 PAYMENT

To register Billing company:

SELECT	BILLER NAME	BUSINESS CATEGORY
<input type="radio"/>	Мобиком	Mobile carrier
<input type="radio"/>	Mobinet-Corporate	Internet, Cable TV
<input type="radio"/>	Sansar cable - Analog	Internet, Cable TV
<input type="radio"/>	Sansar cable - Digital	Internet, Cable TV
<input type="radio"/>	4 season garden C-3	Home owner associations
<input type="radio"/>	4 season garden C-2	Home owner associations
<input type="radio"/>	4 season garden C-1	Home owner associations
<input type="radio"/>	Devshil - 8	Home owner associations
<input type="radio"/>	Yesun-Erdene	Home owner associations
<input type="radio"/>	Unur - 3	Home owner associations

From billing company list select and add the billing company.

- Your registered billing companies list is shown in “Register Biller’ menu and is fully adjustable.

Pay bill:

Select the account that you want to make transaction with. It will also display the account balance and you click here to view the account details.

Select billing company and enter billing amount.

After you enter the above information click on the continue button. Then the verification window will prompt you verify your information again. After you verify your information you will be able to execute your transaction.

## 6.2 PENALTY PAYMENT

You can pay yours' as well as others penalty payments online via "Penalty payment" on Payment tab.

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 13-06-2017 17:42:24

Dashboard Accounts Transactions **Payments** My Profile Services Market Information

Payment Payments: Other payment > Penalty Payment > Penalty payment

**Penalty Payment**

Тээврийн хэрэгсэл  Driver

Plate Number:

Notice: Төлбөр хийгдсэнээс хойш ажлын 7 хоногийн дотор зөрчиллийн мэдээлэлээс хасалт хийгдэхийг анхаарна уу. Зөрчиллийн мэдээлэлтэй холбоотой асуудлыг torguuli.mn хаягаар лавлана уу. Зөрчиллийн мэдээлэлтэй холбоотой асуудлыг Голомт банк хариуцахгүй.

NO	PENALTY	BAR CODE	AMOUNT IN MNT	PAY
0	2016-02-28 16:43:23 - Write by traffic police terminal Улаанбаатар, Баянзүрх: Д-47-Зүүн 4 замын уулзвар	020160228271881490	9600	<input type="button" value="Pay"/>
1	2016-03-18 08:30:18 - Write by traffic police terminal Улаанбаатар, Сүхбаатар: СБ-55-Япон элчингийн баруун уулзвар	0201603	8000	<input type="button" value="Pay"/>
2	2016-04-15 09:28:09 - Write by traffic police terminal Улаанбаатар, Сүхбаатар: СБ-54-Кондентал зочид буудлын баруун уулзвар	0201604	8000	<input type="button" value="Pay"/>
3	2016-11-03 15:29:45 - Ticket БГД Төмөр замын дээд сургууль зүүнээс баруун	0825UBR16	19200	<input type="button" value="Pay"/>

Payment Payments: Other payment > Penalty Payment > Initiate Payment

**Initiate Payment**

Initiator Details

Account:

Recipient Details

Beneficiary Reference:

Common Details

Amount:

Bank:

### Note:

- Please note that your data will be removed from penalty list within 7 working days after penalty payment.
- You can see detailed information regarding the penalty list from torguuli.mn.
- Golomt bank is not responsible for any misleading information regarding the penalty list.
- Transaction fees between banks will be determined according to general fee terms.

### 6.3 MOBILE TOP-UP

Through “Top-up credit” service in “payments” menu, you can easily top-up yours and others’ mobile.

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions **Payments** My Profile Services Market Information

Payment Payments: Mobile Top-up > Top-up credit > Top-up credit

Pay Bill  
Payment History  
Register Biller  
Manage Billers  
Mobile Top-up  
**Top-up credit**  
Pay custom, tax  
Pay Tax  
Pay Customs History  
Pay Customs  
Tax Payment History

**Top-up credit**

Mobile operator: UNITEL  
Mobile number to top-up:  
Top-up credit amount: 1000 MNT  
Amount to pay: 1,000.00  
Remitter Account Number: I CARD-ИЙН ХАРИЛЦАХ(MNT) - 1605005 Available Balance : MNT 10,000.00

Continue

To Top-up a mobile number, first enter your phone number, choose top-up credit amount, and choose billing account then press “Continue” button.

### 6.4 PAY CUSTOM, TAX

You can use those functions below to pay Tax and Customs.

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions **Payments** My Profile Services Market Information

Payment Payments: Pay custom, tax > Pay Tax > My Tax

Pay Bill  
Payment History  
Register Biller  
Manage Billers  
Mobile Top-up  
Top-up credit  
**Pay custom, tax**  
Pay Tax  
Pay Customs History  
Pay Customs  
Tax Payment History

**My Tax**

[TAXC100] [1222] 1222

Search Criteria

Tax Department Name: Select  
Tax Type: Select  
Invoice Number: Search Clear

SELECT	TAX DEPARTMENT NAME	TAX TYPE NAME	DATE	INVOICE NUMBER	AMOUNT IN MNT	PAY
--------	---------------------	---------------	------	----------------	---------------	-----

**Pay Customs**

Invoice Number Registration ID Barcode  
Search

## 7. MY PROFILE

### 7.1 UPDATE PERSONAL DETAILS

Welcome: ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments **My Profile** Services Market Information

Profile > My Profile: Profile > Update Personal Details > Update User Details

### Update User Details

First: ЭРЭ  
Last: ЖАЛ  
Registration Number: МНЭ  
Mobile Number: 9900  
Email ID: erde

**“Update Personal Details” button enables you to change phone number and password**

Request Change of Contact Details

### 7.2 CHANGE PASSWORD

Welcome: ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments **My Profile** Services Market Information

Profile > My Profile: Profile > Change Passwords > Change Password

### Change Password

Your **LOGIN AND TRANSACTION PASSWORDS** are effective for one year and must be updated once a year. Please note the below mentioned suggestions when you change your login and transaction passwords.

1. The customer ID must be different from both Login and Transaction passwords. e.g. You cannot have your Login/transaction password as "Golomt 987" when your Customer ID is "Golomt".
2. The Login password must be different from the transaction password. We suggest you to change your passwords if your transaction password and login password are the same.
3. The password must contain letters and digits. E.g. "Ners1234".
4. You cannot take "space" in password.
5. The password must contain 8 characters at the minimum and 28 character at the maximum.
6. The passwords must be different from the previous password you have set before.
7. We suggest you to not to set your password using the information other people might guess easily such as your name, birth date etc.

Change Signon Password

Old Password:   
New Password:   
Retype New Password:

Change Transaction Password

Old Password:   
New Password:   
Retype New Password:

**You are required to USERNAME and PASSWORD once in a year for your own financial safety**

Update

### 7.3 UPDATE CHANNEL LOGIN ID

Welcome: ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments **My Profile** Services Market Information

Profile > My Profile: Profile > Update Channel Login ID > User Channel Login ID Details

### User Channel Login ID Details

CHANNEL	CHANNEL USER ID
<input type="radio"/> Internet bank	ERDEMSXN
<input type="radio"/> Smart bank	ERDEMSXN
<input checked="" type="radio"/> USSD	99020479

**Internet Bank, Smart Bank, Mobile bank service usernames can be changed.**

Update



## 8. SERVICES

### 8.1 OPEN A DEMAND DEPOSIT ACCOUNT

You can open your savings account either on MNT or USD through “New Request” sub menu in “Services” category.

The screenshot shows the 'Services' menu with 'New Request' highlighted. The main form is titled 'Open Savings Account Request' and is divided into 'Customer details' and 'Product information' sections. The 'Customer details' section includes fields for Lastname, Firstname (Эрдэ), National ID (MX891), Phone number (+976), and E-Mail (erdem). The 'Product information' section includes a dropdown for Product type (Demand deposit), a dropdown for Currency (MNT), an input field for Opening balance (10000), and a dropdown for Withdrawal account (I CARD-ИЙН ХАРИЛЦАХ(MNT) - 1602). A 'Continue' button is visible at the bottom right.

Minimum account initial balance is displayed as default, you can edit the amount if you want to deposit more

Choose the initial deposit amount, transferring account and press “Continue”. Confirmation form will appear after.

The screenshot shows the 'Request Confirmation' form, which is a continuation of the previous form. It includes the same 'Customer details' and 'Product information' sections. The 'Product information' section now shows 'New account type: Demand deposit', 'Currency: MNT', 'Opening balance: 10,000.00', and 'Withdrawal account: 160500599 MNT'. Below these sections is a 'TERMS AND CONDITIONS' section with a list of 12 terms. A checkbox is checked, indicating acceptance of the terms. A 'Transaction Password' field is present at the bottom. A 'Submit' button is visible at the bottom right.

Please verify that the information you have provided is correct, read and accept the terms and conditions of demand deposit account agreement.

- By clicking on “Submit” button, your current account will be opened.
- You can get your savings book from any branch close to your location.

## 8.2 OPEN A TERM DEPOSIT ACCOUNT

You can open your only MNT term deposit account through “New Request” option in “Services” menu.

The screenshot shows the 'Open Term deposit account' form. The 'Services' menu is highlighted in the top navigation bar. The form is divided into 'Customer details' and 'Product information' sections. The 'Customer details' section includes fields for Lastname, Firstname (ЗРД), National ID (MX8), Phone number (+976), and E-Mail (erde). The 'Product information' section includes dropdown menus for Product type (2. Savings product - 20,000₮), Currency (MNT), and Deposit term (12 months). There are input fields for Opening balance (10000) and Withdrawal account (I CARD-ИИН ХАРИЛЦАХ(MNT) - 1800005). A 'Continue' button is at the bottom right. Callout boxes provide instructions: 'Minimum account initial balance is displayed as default, you can edit the amount if you want to deposit more' points to the opening balance field; 'Savings product, Term deposit, Flexible Savings, Prepaid interest deposit' are the 4 options points to the product type dropdown; 'Choose the initial deposit amount, transferring account and press “Continue”'. Confirmation form will appear after.' points to the 'Continue' button.

The screenshot shows the 'Request Confirmation' form. The 'Service Requests' menu is highlighted. The form is divided into 'Customer details', 'Product information', and 'Term deposit agreement and condition' sections. The 'Customer details' section includes fields for Lastname, Firstname (ЗРД), National ID (MX8), Phone number (+976), and Mail (erde). The 'Product information' section includes fields for New account type (2. Savings product - 20,000₮), Currency (MNT), Deposit term (12), Opening balance (10,000.00), and Withdrawal account (180500599 MNT). The 'Term deposit agreement and condition' section contains a scrollable list of terms and conditions. A 'Transaction Password' field is at the bottom. 'Back' and 'Submit' buttons are at the bottom right. A callout box states: 'Please verify that the information you have provided is correct, read and accept the terms and conditions of current account agreement.'

- By clicking on “Submit” button, your current account will be opened.
- You can get your savings book from any branch close to your location.

### 8.3 SAVINGS BACKED LOAN

By using this option, you can get Savings Based Loan.

Please verify that the information you have provided is correct, read and accept the terms and conditions of demand deposit account agreement and accept. Your loan will be transferred automatically.

Condition:		
1	Loan amount	Up to 85 percent of total deposit
2	Loan min amount	MNT 100,000 /Equivalent/
3	Loan max amount	MNT 10,000,000 /Equivalent/
4	Interest rate	Interest rate of Deposit account + 0.6%, Savings deposit 27.2%
5	Loan term	Up to the expiration date of term deposit
6	Application fee	MNT 1000

- You can close Savings Backed Loan by visiting any branch close to your location.

## 8.4 EASY INFO

This is a service that any transactions on your account will be automatically notified via sms and e-mail from bank's system.

You don't have to visit any branches in order to get access to this service. "Services" -> "Easy Info", you can open and extend service online.

Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments My Profile **Services** Market Information

Service Requests Services: General Services > Easy Info > View/Update Alert Subscription (Self/Linked)

Easy Info

Phone Number: 9902  
Email: ERD  
Preferred Language: English **Update** Language can be updated

Account Number	Minimum Amount	Expiry Date	E-Mail	SMS	Status		
1105108522	0.00	2017-05-20	No	Yes	Active	Extend/Modify	Unsubscribe
1005008585	0.00						Unsubscribe

**Add account**

If you have used this service before, information is listed here, click "Add account" to get access.



Customer ID: All Customer IDs Logout

Welcome ЭРДЭМСАЙХАН ЖАРГАЛСАЙХАН  
This session times out in: 0 hrs: 30 mins  
Last login time: 08-06-2017 14:20:54

Dashboard Accounts Transactions Payments My Profile **Services** Market Information

Service Requests Services: General Services > Easy Info > View/Update Alert Subscription

Add account

Subscription details

Account Number: Select  
Duration: 1 month  
Minimum amount: 0

Fee details

Amount : 500.00 MNT  
Remitter Account Number : Select

**Back Continue**

Please verify that the information you have provided is correct, read and accept the terms and conditions of demand deposit account agreement and accept.

### Note:

- The service will start functioning in 2 hours after adding account.

## 8.5 MOBILE BANK 2.0

By dialing \*1646# from ANY mobile device, you can receive banking services regardless of time and location. No internet connection necessary.

You don't have to visit any branches in order to get access to this service. "Services" -> "Mobile Bank 2.0", you can get access to this service online.

The screenshot shows the mobile banking interface. The top navigation bar includes 'Dashboard', 'Accounts', 'Transactions', 'Payments', 'My Profile', 'Services' (highlighted with a yellow box), and 'Market Information'. The left sidebar has 'Service Requests' and 'General Services' (with 'Mobile bank 2.0' highlighted). The main content area shows the 'Register for Mobile bank 2.0' form with a 'Mobile Number' input field and a 'Re-new USSD pin' button. A banner at the bottom reads 'МОБАЙЛ БАНК 2.0 ҮЙЛЧИЛГЭЭГ АШИГЛАН'.

## 8.6 E-COMMERCE

By using this option, you can receive or change 4 digit e-code for online card transactions.

The screenshot shows the mobile banking interface. The top navigation bar includes 'Dashboard', 'Accounts', 'Transactions', 'Payments', 'My Profile', 'Services' (highlighted with a yellow box), and 'Market Information'. The left sidebar has 'Service Requests' and 'General Services' (with 'e-Commerce' highlighted). The main content area shows the 'e-Commerce' section with a table of e-Commerce security types.

	Card Number	Currency	Operation
⊕	5192529516474215	MNT	Register/Change
⊖	9498283591745854	MNT	Register/Change
⊖	4207338055443577	USD	Register/Change
⊖	379992155878201	MNT	Register/Change

## 8.7 CARD BLOCK/UNBLOCK

If you have lost, or got your card stolen, this option will block the card immediately.

The screenshot shows the mobile banking interface. The top navigation bar includes 'Dashboard', 'Accounts', 'Transactions', 'Payments', 'My Profile', 'Services' (highlighted with a yellow box), and 'Market Information'. The left sidebar has 'Service Requests' and 'General Services' (with 'e-Commerce' highlighted). The main content area shows the 'Unblock/Block Card' section with a table of card details.

CARD NUMBER	CURRENCY	CARD TYPE	BLOCK / UNBLOCK
5192529516474215	MNT	Debit card	Block Unblock
9498283591745854	MNT	Debit card	Block Unblock
4207338055443577	USD	Debit card	Block Unblock
379992155878201	MNT	Debit card	Block Unblock
9498250502799433	MNT	Debit card	Block Unblock