

1. Liquidity Management

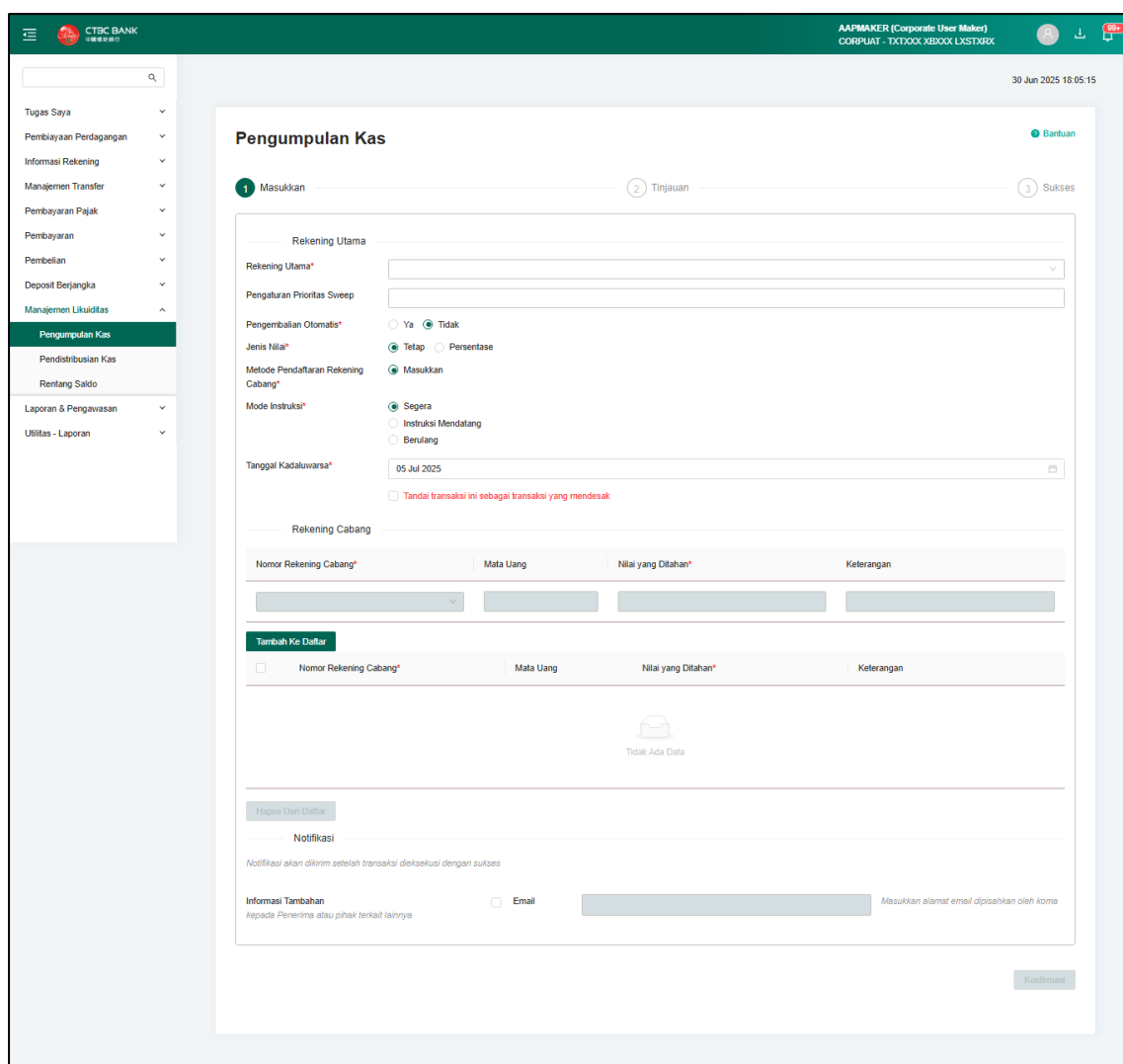
1.1 Cash Collection

Cash Collection allows company officers to withdraw funds from the main account, representing the amount of cash remaining in the branch account. The amount of cash retained can be a fixed amount or a percentage. Cash Collection is implemented through the Sweep Priority Settings (optional). Cash Collection has an Auto-Refund setting where funds withdrawn from the main account are returned to the branch account. Cash Collection instructions are immediate, future-dated, and recurring. Cash Collection transactions can be performed using manual input.

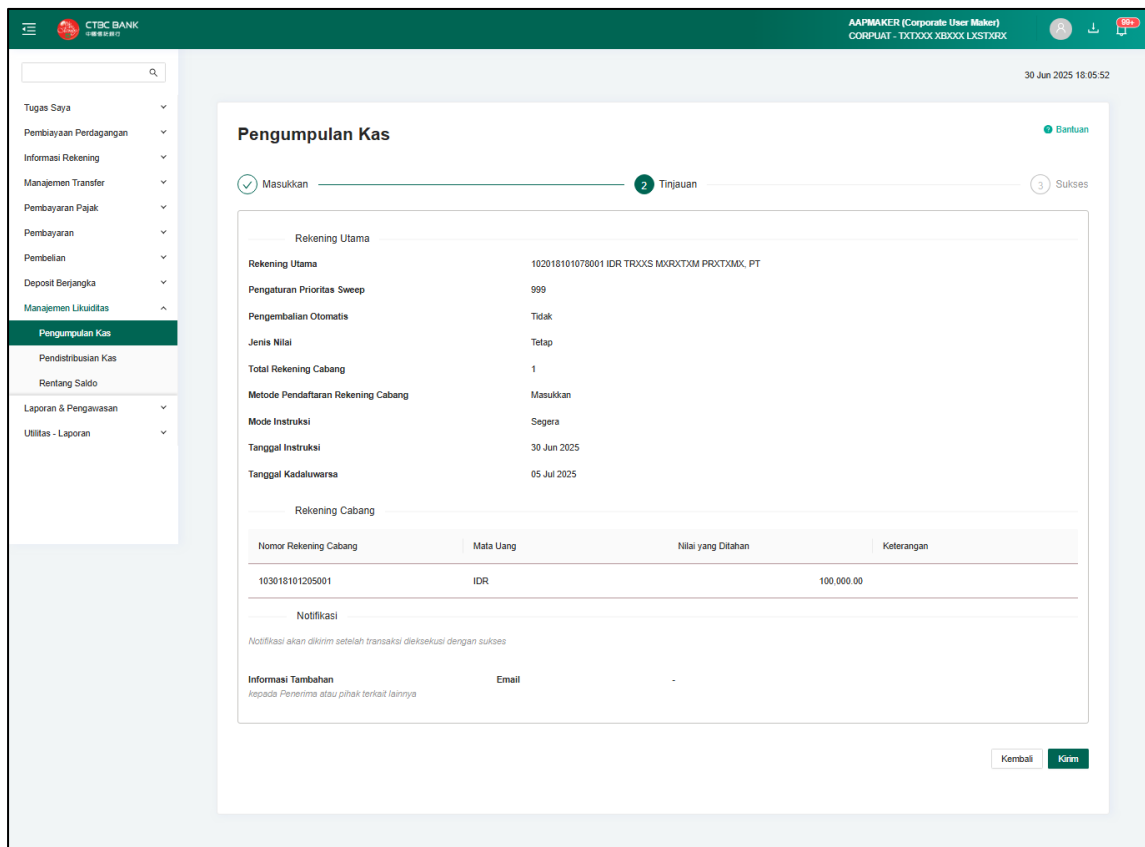
1.1.1 Submit

Here are the steps to create a **Cash Collection** in the **Liquidity Management** menu:

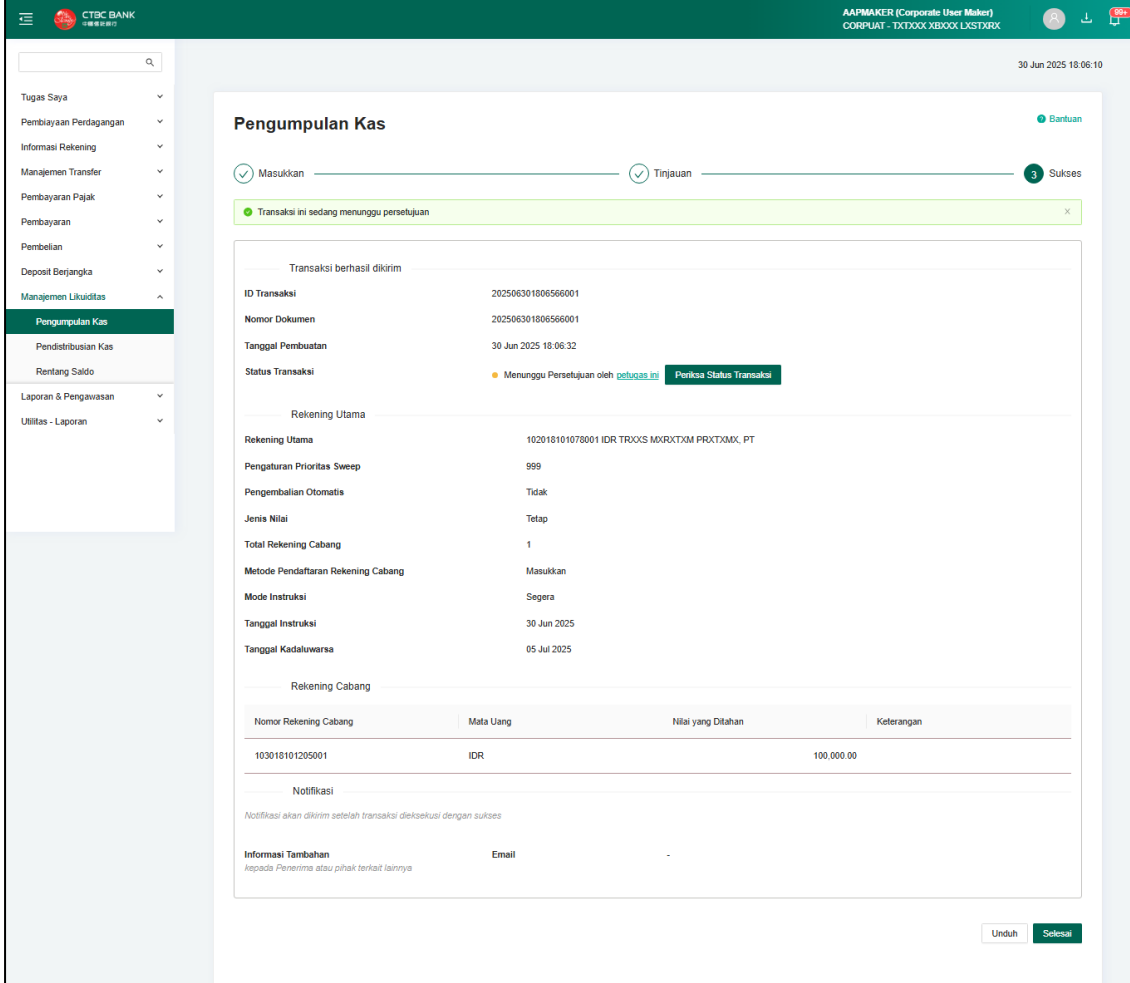
1. From the **Prime Cash** main menu, click **Liquidity Management**, then click **Cash Collection**. The **Cash Collection** page will appear.



2. Select the **Primary Account (Required)**.
3. Enter the **Sweep Priority Settings (Optional)**.
4. Select **Automatic Refund (Required)**.
5. Select the **Value Type (Required)**.
6. Select the **Branch Account Registration Method (Required)**.
7. Select the **Instruction Mode (Required)**.
8. Select the **Expiration Date (Required)**.
9. Check the **Mark transaction as urgent box (Optional)**.
10. Select the **Branch Account Number (Required)**. The **Currency** field will be filled in automatically.
11. Enter the **Withholding Amount (Required)**.
12. Enter a **Description (Optional)**.
13. Click the **Add to List** button.
14. Check or uncheck **Additional Information**. If checked, **enter your email address (Required)**.
15. Click the **Confirm** button. The **Add Cash Collection Confirmation** page will appear.



16. Click the **Back** button to return to the previous page or click the **Submit** button to continue the process.
17. Click the **Submit** button. The **Cash Collection Addition Results** page will appear with the message "**This transaction is pending approval.**".



Pengumpulan Kas

✓ Masukkan ————— ✓ Tinjauan ————— 3 Sukses

● Transaksi ini sedang menunggu persetujuan

Transaksi berhasil dikirim

ID Transaksi: 202506301806566001
 Nomor Dokumen: 202506301806566001
 Tanggal Pembuatan: 30 Jun 2025 18:06:32
 Status Transaksi: ● Menunggu Persetujuan oleh [petugas](#) [Periksa Status Transaksi](#)

Rekening Utama

Rekening Utama: 102018101078001 IDR TROXS MXRXTXM PRXTXMX, PT
 Pengaturan Prioritas Sweep: 999
 Pengembalian Otomatis: Tidak
 Jenis Nilai: Tetap
 Total Rekening Cabang: 1
 Metode Pendaftaran Rekening Cabang: Masukkan
 Mode Instruksi: Segera
 Tanggal Instruksi: 30 Jun 2025
 Tanggal Kadaluwarsa: 05 Jul 2025

Rekening Cabang

Nomor Rekening Cabang	Mata Uang	Nilai yang Ditahan	Keterangan
103018101205001	IDR	100.000.00	

Notifikasi

Notifikasi akan dikirim setelah transaksi dieksekusi dengan sukses

Informasi Tambahan: Email -

Unduh [Selesai](#)

18. Click the **Download** button to download the page or click the **Finish** button to return to the **Cash Collection** page.

19. Transactions that have been submitted must be approved by the approver on the **Pending Task**.

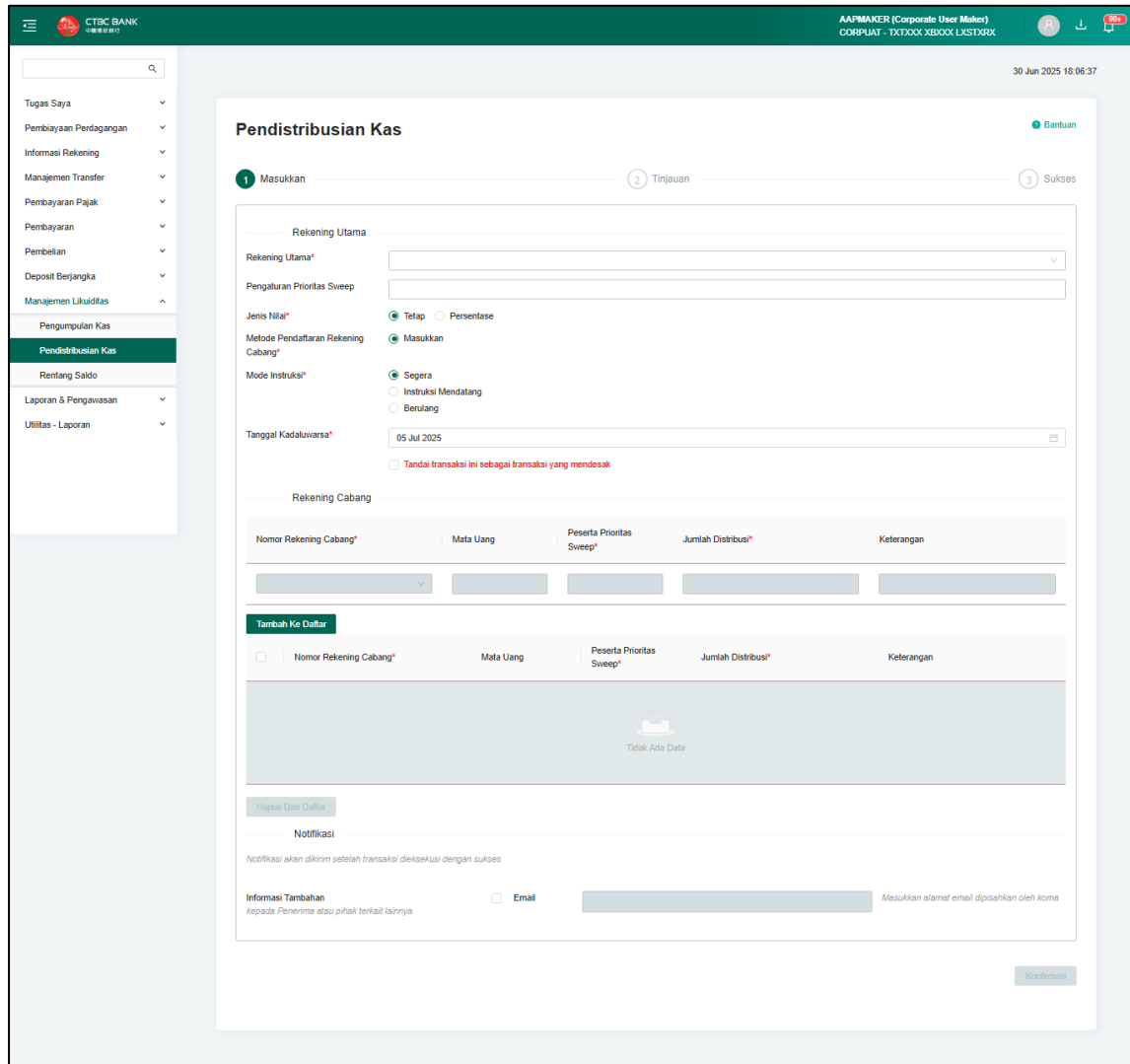
1.2 Cash Distribution

Cash Distribution allows company officers to distribute funds from the main account to branch accounts. The amount of cash distributed can be a fixed amount or a percentage. Cash Collection instructions can be immediate, future-dated, or recurring. Cash Collection transactions can be created using manual input.

1.2.1 Submit

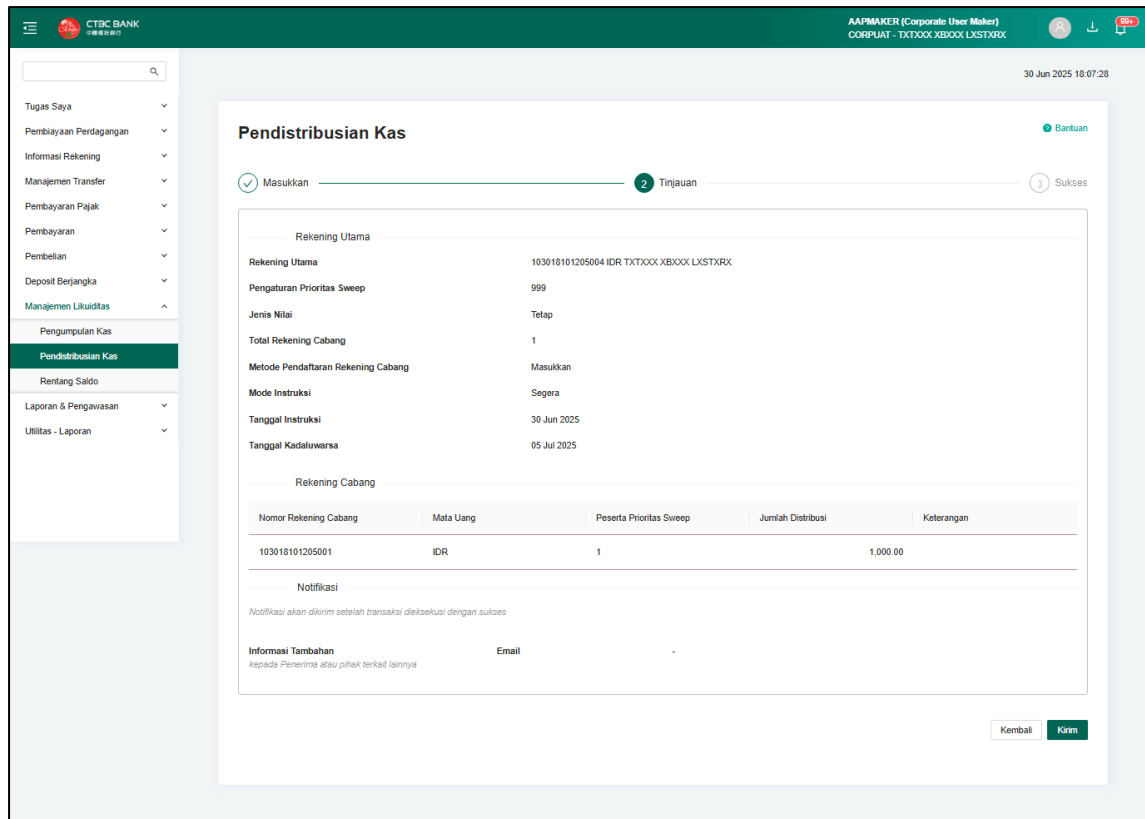
Here are the steps to create a **Cash Distribution** in the **Liquidity Management** menu:

1. From the **Prime Cash** main menu, click **Liquidity Management**, then click **Cash Distribution**. The **Cash Distribution** page will be displayed.



2. Select the **Primary Account (Required)**.
3. Enter the **Sweep Priority Settings (Optional)**.
4. Select the **Value Type (Required)**.
5. Select the **Branch Account Registration Method (Required)**.
6. Select the **Instruction Mode (Required)**.
7. Select the **Expiration Date (Required)**.
8. Check the **"Mark this transaction as urgent" (Optional)**.
9. Select the **Branch Account Number (Required)**. The **Currency** field will be filled in automatically.
10. Enter the **Sweep Priority Participants (Required)**.
11. Enter the **Distribution Amount (Required)**.
12. Enter a **Description (Optional)**.
13. Click the **"Add to List"** button.
14. Check or uncheck **Additional Information**. If checked, **enter your email address (Required)**.

15. Click the **"Confirm"** button. The **"Add Cash Distribution"** confirmation page will appear.



Pendistribusian Kas

1 Masukkan 2 Tinjauan 3 Sukses

Rekening Utama

Rekening Utama 103018101205004 IDR TXTXXX XBXXX LXSTXRX

Pengaturan Prioritas Sweep 999

Jenis Nilai Tetap

Total Rekening Cabang 1

Metode Pendaftaran Rekening Cabang Masukkan

Mode Instruksi Segera

Tanggal Instruksi 30 Jun 2025

Tanggal Kadaluwarsa 05 Jul 2025

Rekening Cabang

Nomor Rekening Cabang	Mata Uang	Peserta Prioritas Sweep	Jumlah Distribusi	Keterangan
103018101205001	IDR	1	1,000.00	

Notifikasi

Notifikasi akan dikirim setelah transaksi dieksekusi dengan sukses

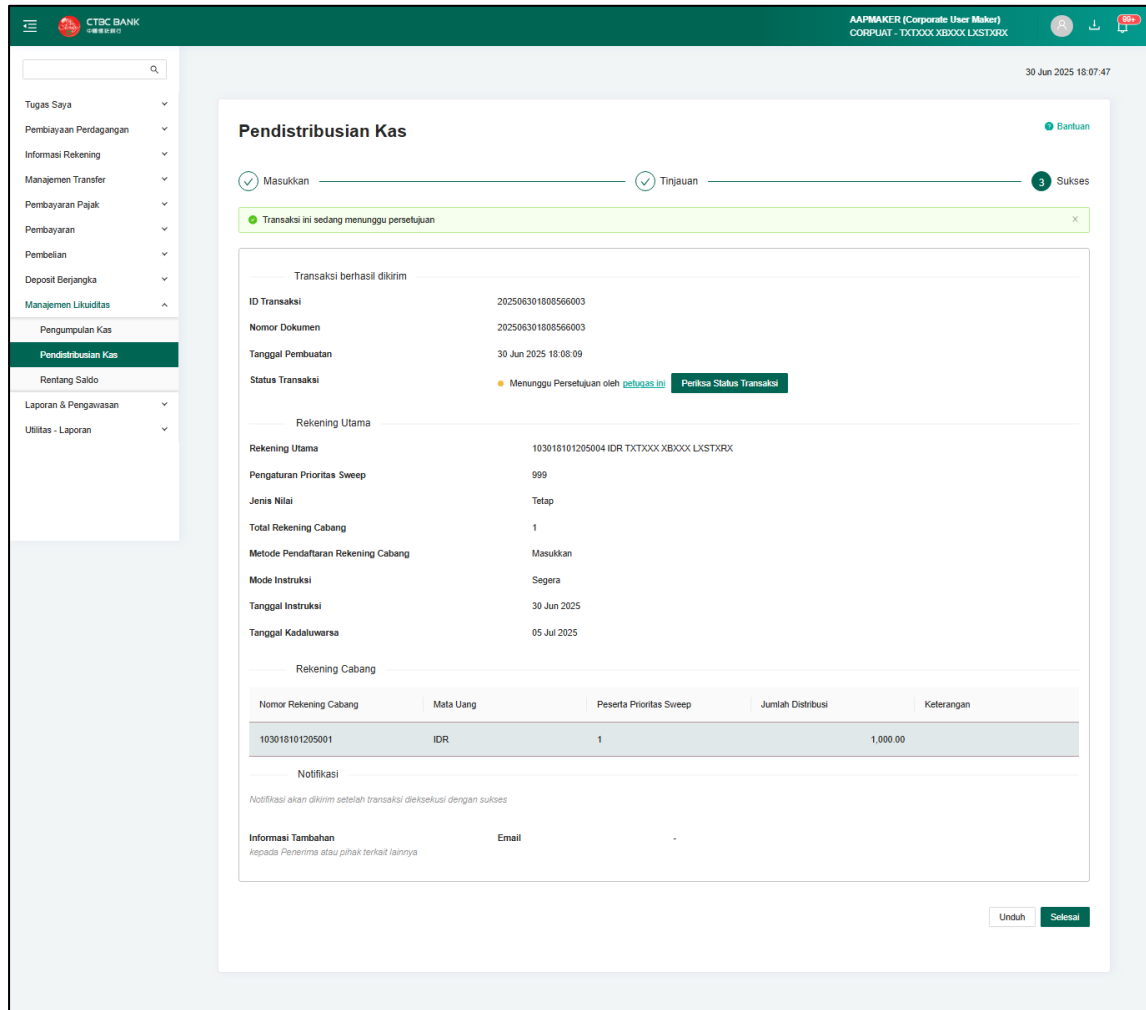
Informasi Tambahan

Kepada Penerima atau pihak terkait lainnya

Email -

Kembali Kirim

16. Click the **Back** button to return to the previous page or click the **Submit** button to continue the process.
17. Click the **Submit** button. The **Cash Distribution Addition Results** page will appear with the message **"This transaction is pending approval."**



18. Click the **Download** button to download the page or click the **Finish** button to return to the **Cash Distribution** page.

19. Transactions that have been submitted must be approved by the approver on the **Pending Task**.

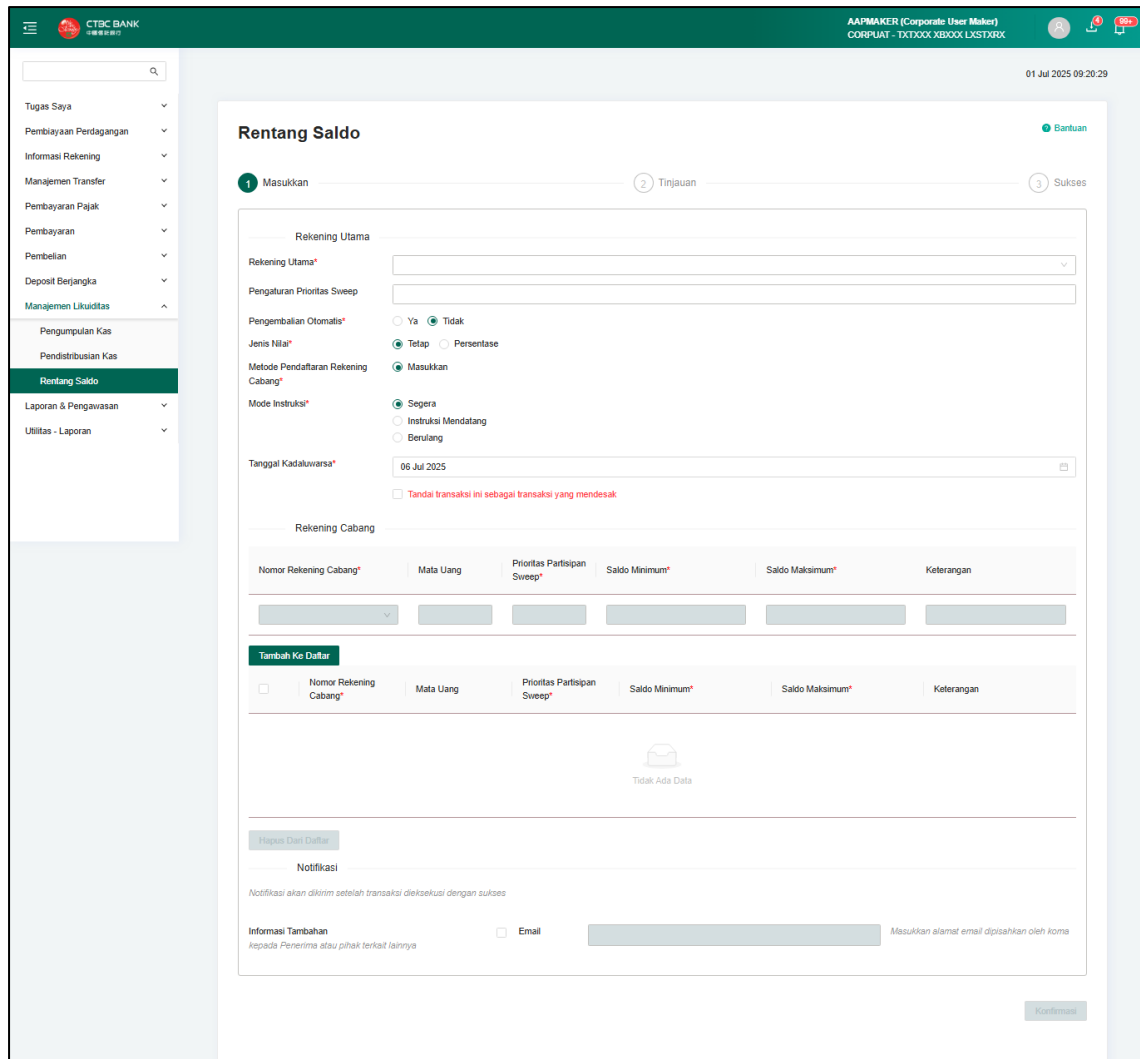
1.3 Balance Range

The Balance Range menu allows company officers to control the flow of funds between two accounts, allowing officers to debit or credit specific accounts based on predetermined minimum and maximum amounts. Balance Range is implemented through the Sweep Priority Settings (optional). Balance Ranges have an Automatic Refund setting where funds withdrawn from the main account are returned to the branch account. Balance Range instructions can be immediate, future-dated, or recurring. Balance Range transactions can be executed using manual input.

1.3.1 Submit

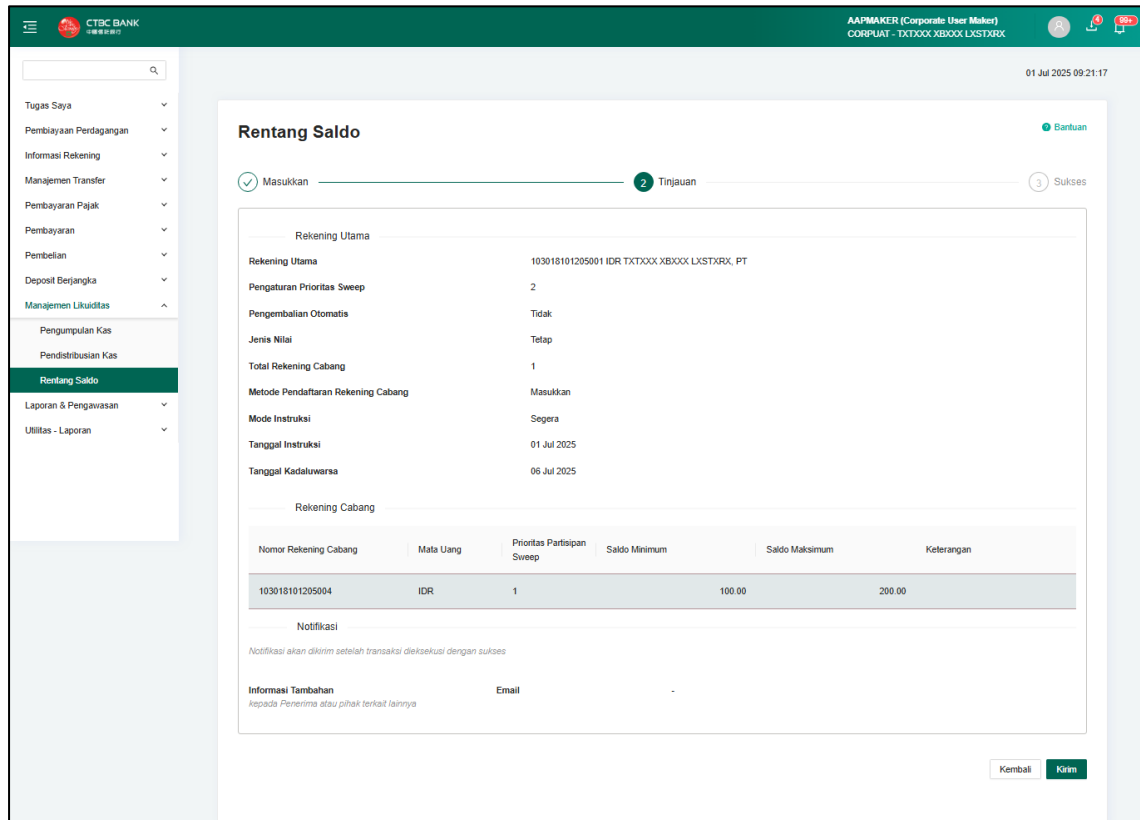
Here are the steps to create a **Balance Range** in the **Liquidity Management** menu:

1. From the **Prime Cash** main menu, click **Liquidity Management**, then click **Balance Range**. The **Balance Range** page will be displayed.



2. Select the **Primary Account (Required)**.
3. Enter the **Sweep Priority Settings (Optional)**.
4. Select **Automatic Refund (Required)**.
5. Select the **Value Type (Required)**.
6. Select the **Branch Account Registration Method (Required)**.
7. Select the **Instruction Mode (Required)**.
8. Select the **Expiration Date (Required)**.
9. Check the **Mark this transaction as urgent (Optional)**.
10. Select the **Branch Account Number (Required)**. The **Currency** field will be filled in automatically.
11. Enter the **Sweep Participant Priority (Required)**.
12. Enter the **Minimum Balance (Required)**.
13. Enter the **Maximum Balance (Required)**.
14. Enter a **Description (Optional)**.

15. Click the **Add to List** button.
16. Check or uncheck **Additional Information**. If checked, **enter your email address (required)**.
17. Click the **Confirm** button. The **Add Balance Range Confirmation** page will appear.



Rentang Saldo

1. Masukkan 2. Tinjauan 3. Sukses

Rekening Utama

Rekening Utama 103018101205001 IDR TTXXXX XBXXX LXSTXRX, PT

Pengaturan Prioritas Sweep 2

Pengembalian Otomatis Tidak

Jenis Nilai Tetap

Total Rekening Cabang 1

Metode Pendaftaran Rekening Cabang Masukkan

Mode Instruksi Segera

Tanggal Instruksi 01 Jul 2025

Tanggal Kadaluwarsa 06 Jul 2025

Rekening Cabang

Nomor Rekening Cabang	Mata Uang	Prioritas Partisipan Sweep	Saldo Minimum	Saldo Maksimum	Keterangan
103018101205004	IDR	1	100.00	200.00	

Notifikasi

Notifikasi akan dikirim setelah transaksi dieksekusi dengan sukses

Informasi Tambahan

Kepada Pemirsa atau pihak terkait lainnya

Email -

Kembali Kirim

18. Click the **Back** button to return to the previous page or click the **Submit** button to continue the process.
19. Click the **Submit** button. The **Add Balance Range Results** page will appear with the message "**This transaction is pending approval.**".

CTBC BANK

01 Jul 2025 09:21:39

Tugas Saya

Pembayaran Perdagangan

Informasi Rekening

Manajemen Transfer

Pembayaran Pajak

Pembayaran

Pembelian

Deposit Berjangka

Manajemen Likuiditas

Pengumpulan Kas

Pendistribusian Kas

Rentang Saldo

Laporan & Pengawasan

Utilitas - Laporan

Masukkan

Tinjauan

3 Sukses

Transaksi ini sedang menunggu persetujuan

Transaksi berhasil dikirim

ID Transaksi

202507010922582501

Nomor Dokumen

202507010922582501

Tanggal Pembuatan

01 Jul 2025 09:22:09

Status Transaksi

Menunggu Persetujuan oleh [celvagas.ri](#) [Periksa Status Transaksi](#)

Rekening Utama

Rekening Utama

103018101205001 IDR TXTXXX XBXXX LXSTXRX, PT

Pengaturan Prioritas Sweep

2

Pengembalian Otomatis

Tidak

Jenis Nilai

Tetap

Total Rekening Cabang

1

Metode Pendaftaran Rekening Cabang

Masukkan

Mode Instruksi

Segera

Tanggal Instruksi

01 Jul 2025

Tanggal Kadaluwarsa

06 Jul 2025

Rekening Cabang

Nomor Rekening Cabang	Mata Uang	Prioritas Partisipan Sweep	Saldo Minimum	Saldo Maksimum	Keterangan
103018101205004	IDR	1	100.00	200.00	

Notifikasi

Notifikasi akan dikirim setelah transaksi dieksekusi dengan sukses

Informasi Tambahan

Kepada Penerima atau pihak terkait lainnya

Email

-

Unduh

Selesai

20. Click the **Download** button to download the page or click the **Done** button to return to the **Balance Range** page.

21. Submitted transactions must be approved by the approver on the **Pending Task**.