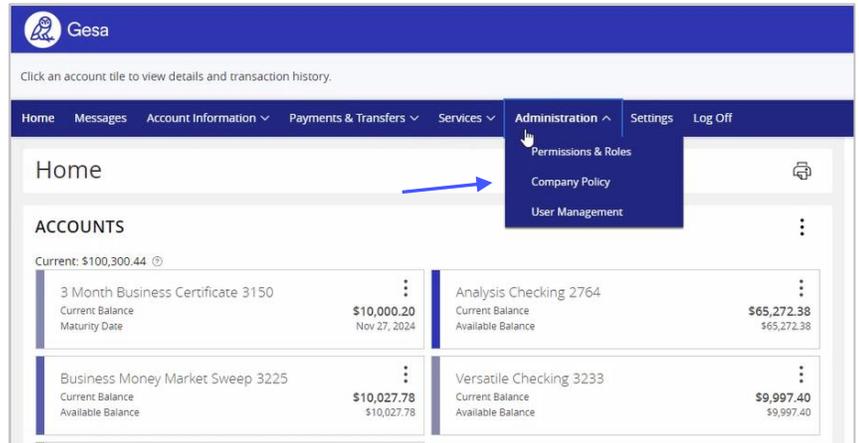


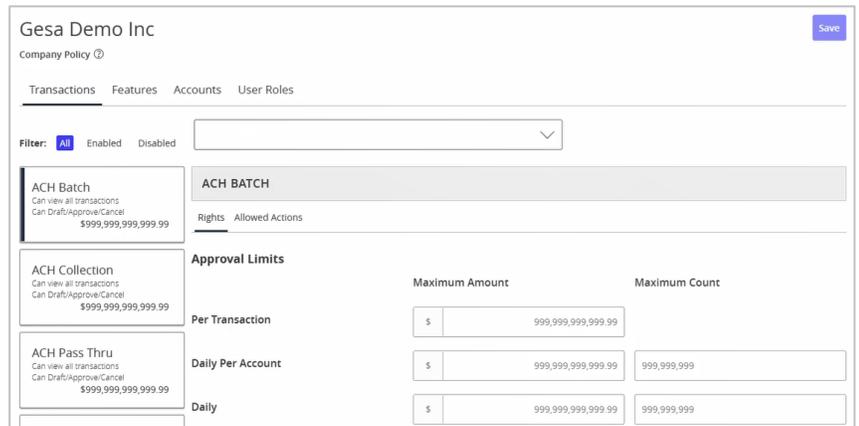


NOTE: The Company Policy controls the company-level feature entitlements and dollar limits. This functionality is available for User Administrators only. User Administrators are authorized to set entitlements and dollar limits for organization users only. The approved limits set by Gesa Credit Union are pre-populated.

1. Select the "Administration" menu and then "Company Policy".



2. Select a transaction type that you'd like to set parameters around, by clicking on the name of the transaction type (e.g., ACH Collection).





Allowed Actions

NOTE: One or multiple levels may be set up to establish general or granular user limitations.

Approval Limits	Maximum Amount	Maximum Count
Per Transaction	\$ 999,999,999,999.99	
Daily Per Account	\$ 999,999,999,999.99	99,999

3. Click the ellipsis and select the "Show Details" option to view the configurations for the Allowed Action. Select the "Edit" option to edit the Allowed Action.

POLICY TESTER

Filter by: All [Search all] [Add Allowed Action]

Allows ACH Collection transaction for any amount

- Show Details
- Edit
- Delete

4. Select "Specific Amount" and enter the Draft Amount.

NOTE: A designation of "Any Allowable Amount" means means the user may draft a dollar amount up to the set Approval Limit.

5. Select "Approvals". Choose between one and five required approvals.

Amount

Any allowable amount
 Specific Amount

Approvals

1	
✓ 1	
2	



6. Select "Subsidiaries" to choose the subsidiary or subsidiaries allowed for this transaction type.
7. Select "Accounts" to choose the account(s) that can be accessed for this transaction type.
8. Select "Draft Hours" to limit the hours and days of the week when users will be able to draft transactions.

Subsidiaries

Any allowed subsidiaries (1) **Select specific subsidiaries**

Accounts

Any allowed account (4) **Select specific account(s)**

Draft Hours

Any

+ Add Draft Hours

9. Select "Location" to choose the country or countries from where this transaction type may be drafted.

NOTE: Until a country is selected, there will be no restriction placed on draft source location. Once a location is selected, IP addresses sourced from all other countries worldwide will be denied.

10. Enter the "IP Address" or IP address range to be allowed from where this transaction type may be drafted. All other source IP addresses will be denied
11. Select the "SEC Codes" that will be allowed for the transaction type.
12. Click "Submit" when done.

Location

United States Canada Mexico

IP Addresses

IP Addresses

Any

+ Add IP Address

SEC Codes

Any

PPD CCD

Cancel
Submit





13. **Optional:** Select the “Policy Tester” to validate the Company Policy functionality to assure the setup is correct.

NOTE: If the policy test is unsuccessful, the reason for the failure will be designated on the screen.

Approval Limits

14. Select the “Rights” tab to view the dollar and count limits assigned.

NOTE: Gesa Credit Union sets the approval dollar limits for the Company Policy. This screen is for viewing purposes only and cannot be edited.

15. Repeat steps 2-14 for each transaction type.

	Maximum Amount	Maximum Count
Per Transaction	\$ 999,999,999,999.99	
Daily Per Account	\$ 999,999,999,999.99	99,999
Daily	\$ 999,999,999,999.99	99,999
Monthly	\$ 999,999,999,999.99	99,999

Features

16. Select the “Features” tab to view the non-transactional features.

Feature	Status
Access Incoming/Outgoing Wire Alerts	On
Can Add Users	On
Recipient upload from batch	On
Wire upload from batch (requires Multi-Wire)	On
Allow one-time recipients	On
Enable ACH Reversal	On
View Wire Activity	On



Accounts

17. Select the “Accounts” tab to view the account rights assigned by Gesa Credit Union.

NOTE: These settings are for viewing purposes only and cannot be edited.

18. Select “Save” to save information where applicable.

Gesa Demo Inc Save

Company Policy ⓘ

Transactions Features Accounts User Roles

ACCOUNTS ⓘ

Number	Name	View	Deposit	Withdraw	Labels	<input type="checkbox"/>
XXXXXXXX3150	3 Month Business Certificate	✓	⊘	⊘		<input type="checkbox"/>
XXXXXXXX3225	Business Money Market Sweep	✓	✓	✓		<input type="checkbox"/>
XXXXXXXX3142	Business Money Market	✓	✓	✓		<input type="checkbox"/>
XXXXXXXX2764	Analysis Checking	✓	✓	✓		<input type="checkbox"/>
XXXXXXXX3233	Versatile Checking	✓	✓	✓		<input type="checkbox"/>

Save

