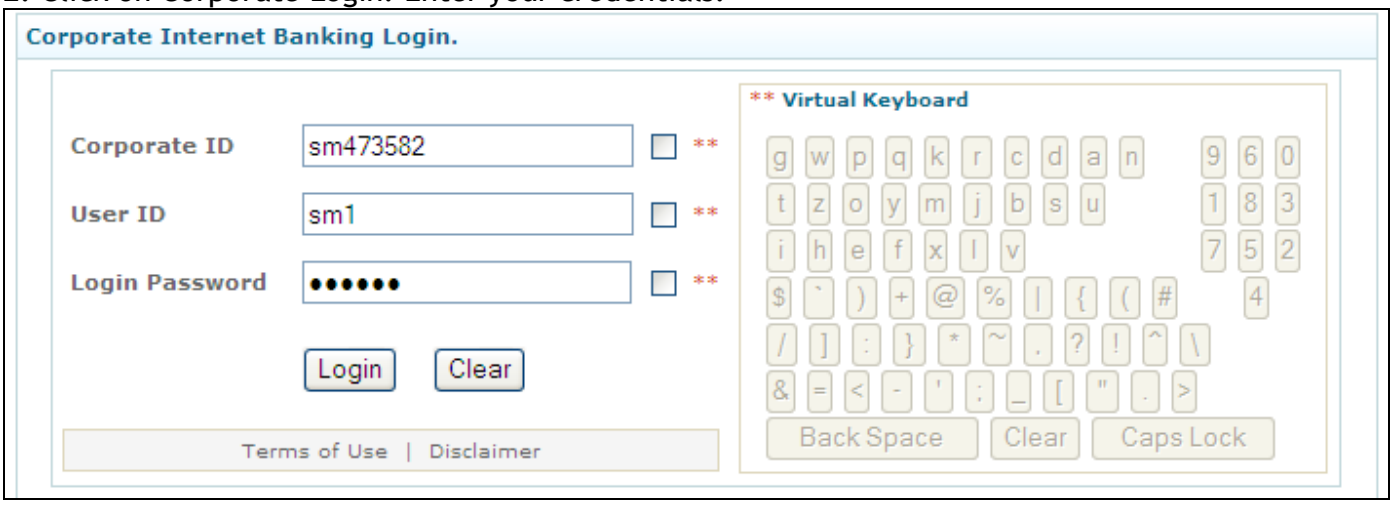
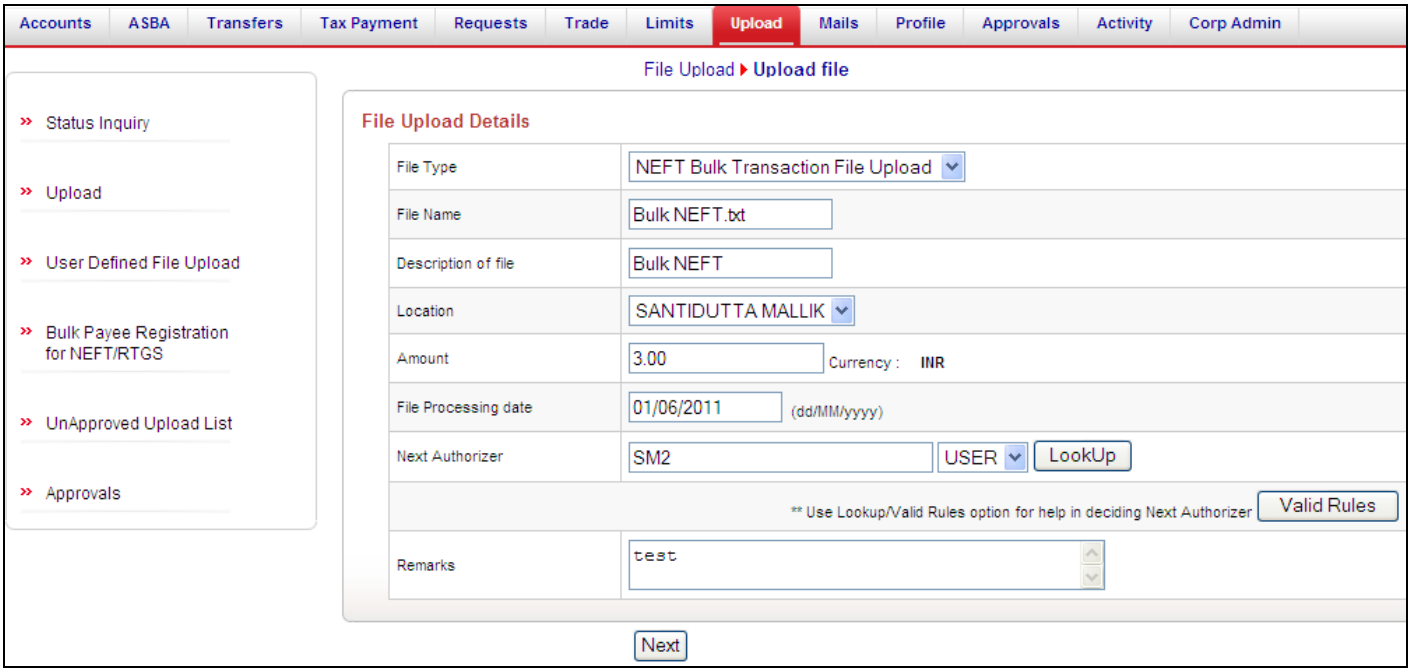
1. Go to www.unionbankonline.co.in

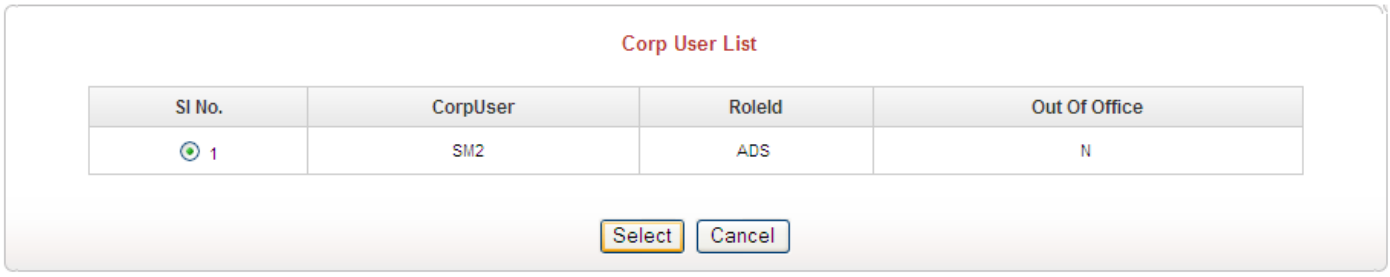
2. Click on Corporate Login. Enter your credentials.



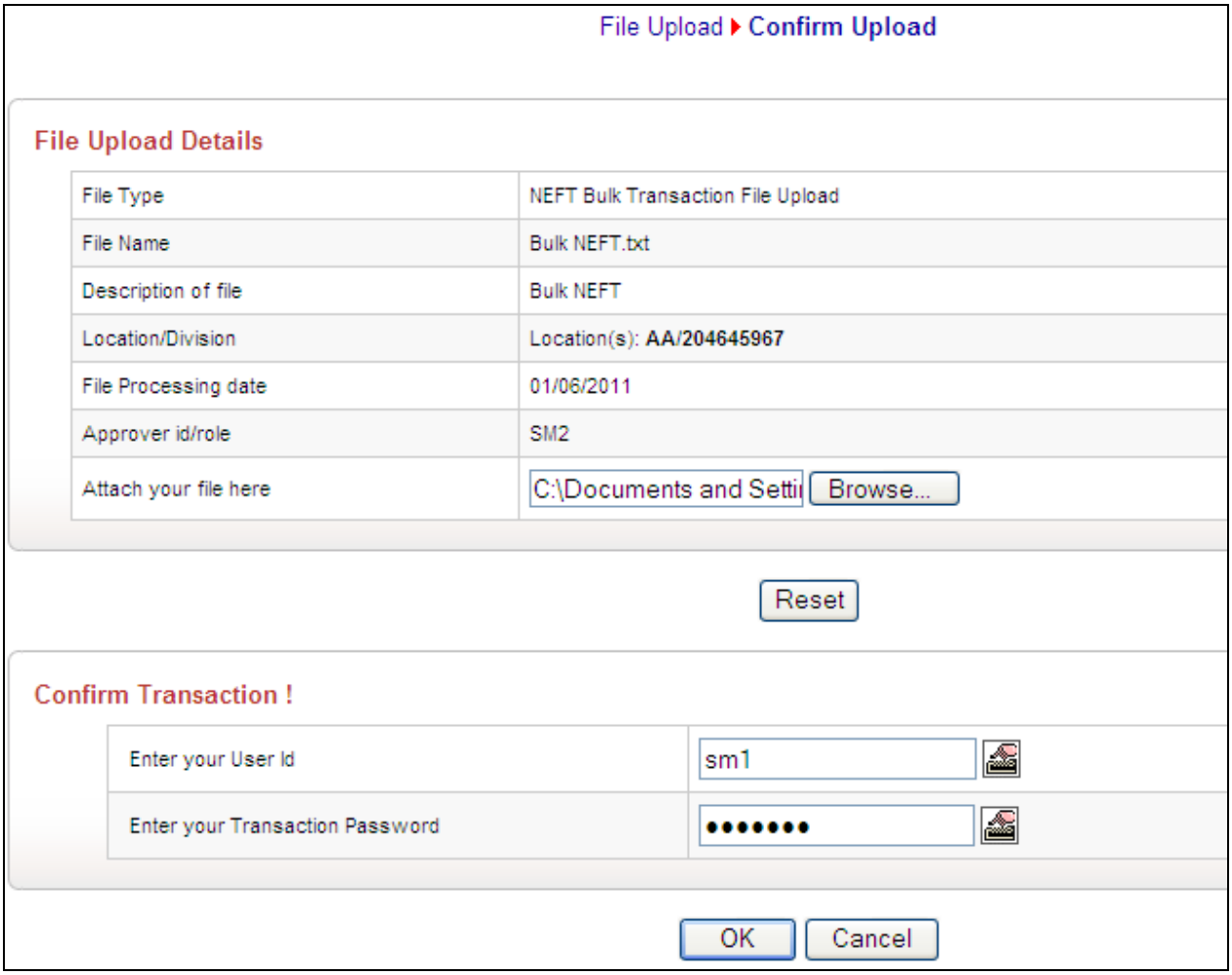
3. After successful login, go to Upload Menu →Upload Submenu → File Type (NEFT Bulk Transaction File Upload). Enter required details in this screen.

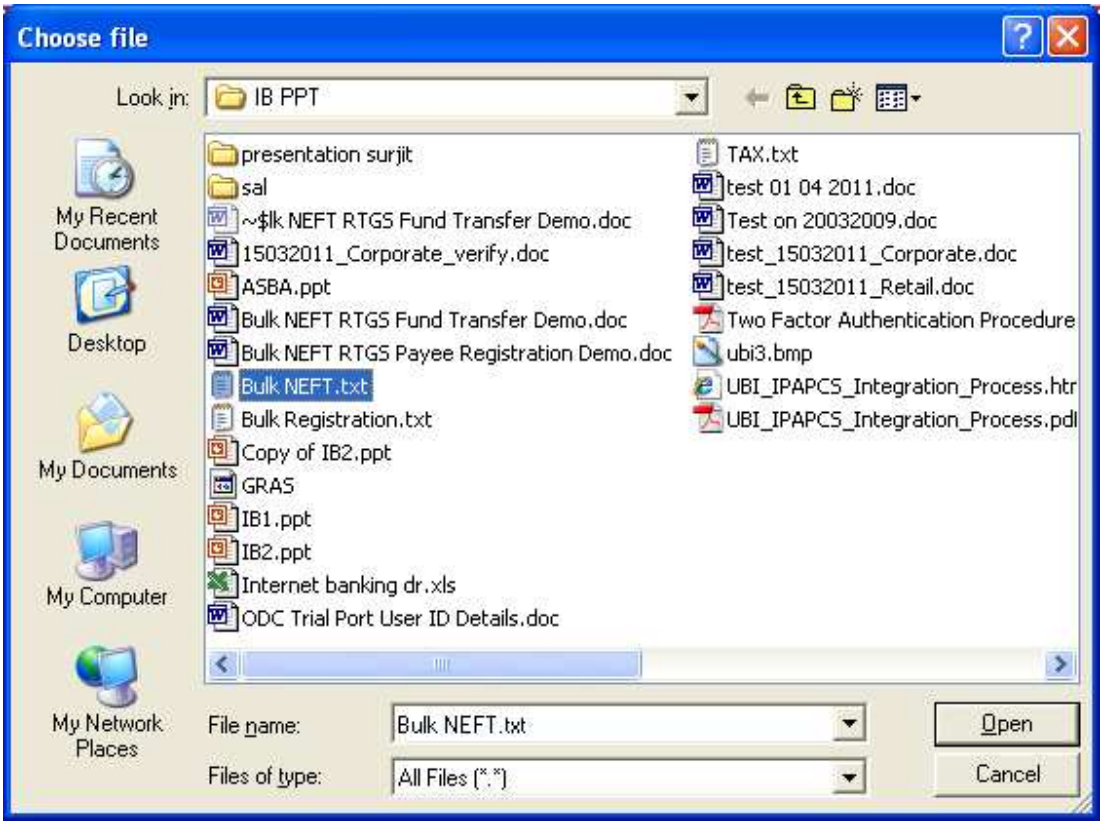


4. Click on LookUp button and select next approver if defined for your corporate Id.



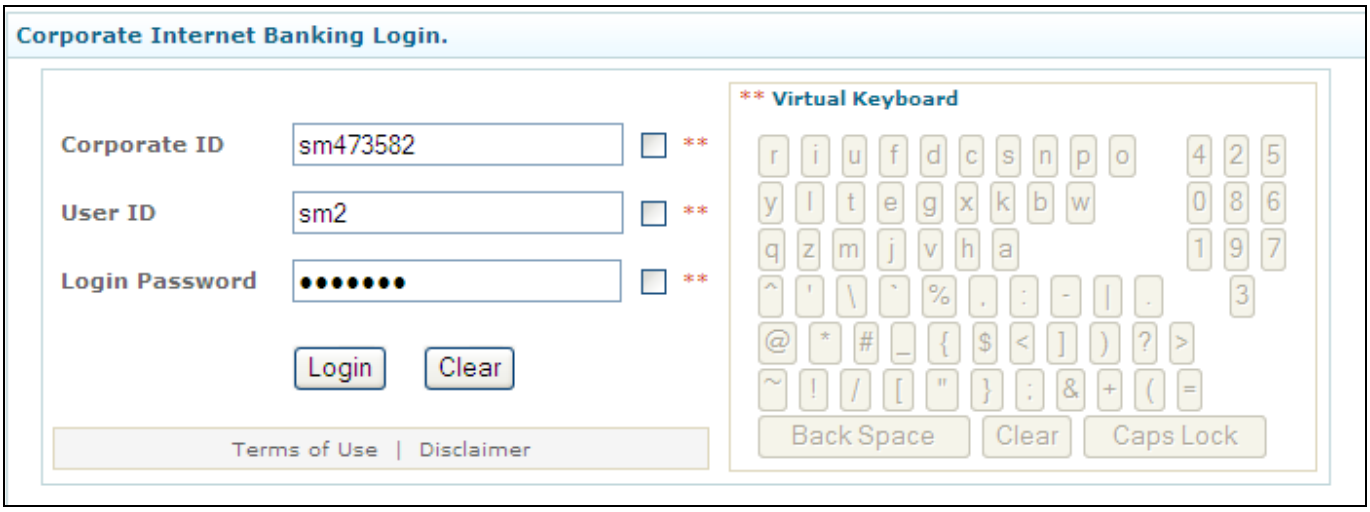
5. In next screen, browse the file as shown in next image. Put your User Id and transaction password. On successful upload, following confirmation message will appear.



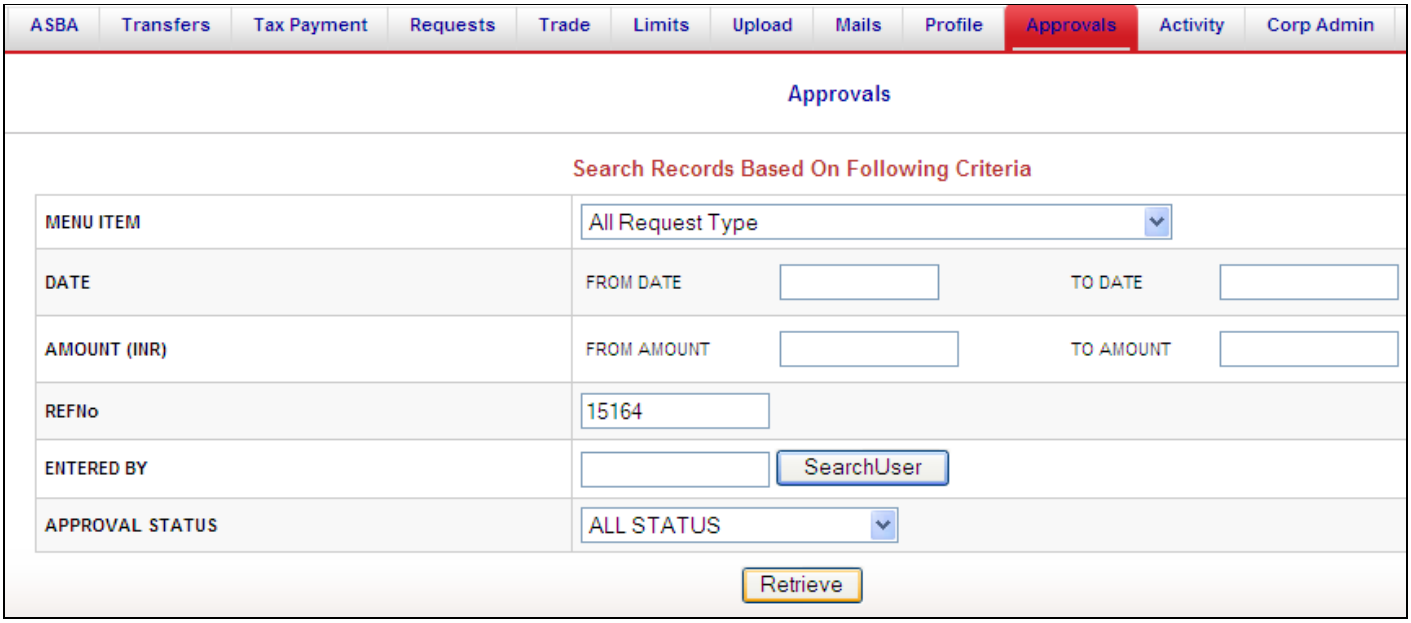

Choose file
Look in:
IB PPT
My Recent Documents
Desktop
My Documents
My Computer
My Network Places
presentation surjit
sal
~$lk NEFT RTGS Fund Transfer Demo.doc
15032011_Corporate_verify.doc
ASBA.ppt
Bulk NEFT RTGS Fund Transfer Demo.doc
Bulk NEFT RTGS Payee Registration Demo.doc
Bulk NEFT.txt
Bulk Registration.txt
Copy of IB2.ppt
GRAS
IB1.ppt
IB2.ppt
Internet banking dr.xls
ODC Trial Port User ID Details.doc
TAX.txt
test 01 04 2011.doc
Test on 20032009.doc
test_15032011_Corporate.doc
test_15032011_Retail.doc
Two Factor Authentication Procedure
ubi3.bmp
UBI_IPAPCS_Integration_Process.htr
UBI_IPAPCS_Integration_Process.pdl
File name:
Bulk NEFT.txt
Files of type:
All Files (*.*)
Open
Cancel

Windows Internet Explorer
File upload request is sent for approval. 15164
OK

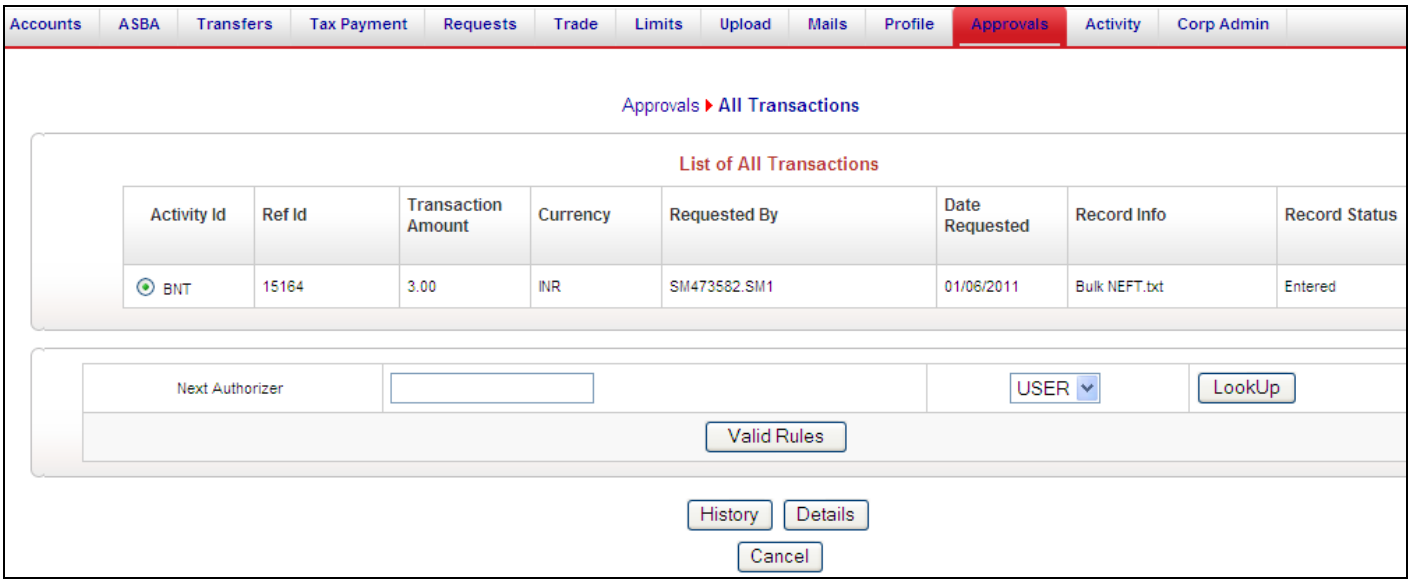
6. Login to bank website with approver's credentials.



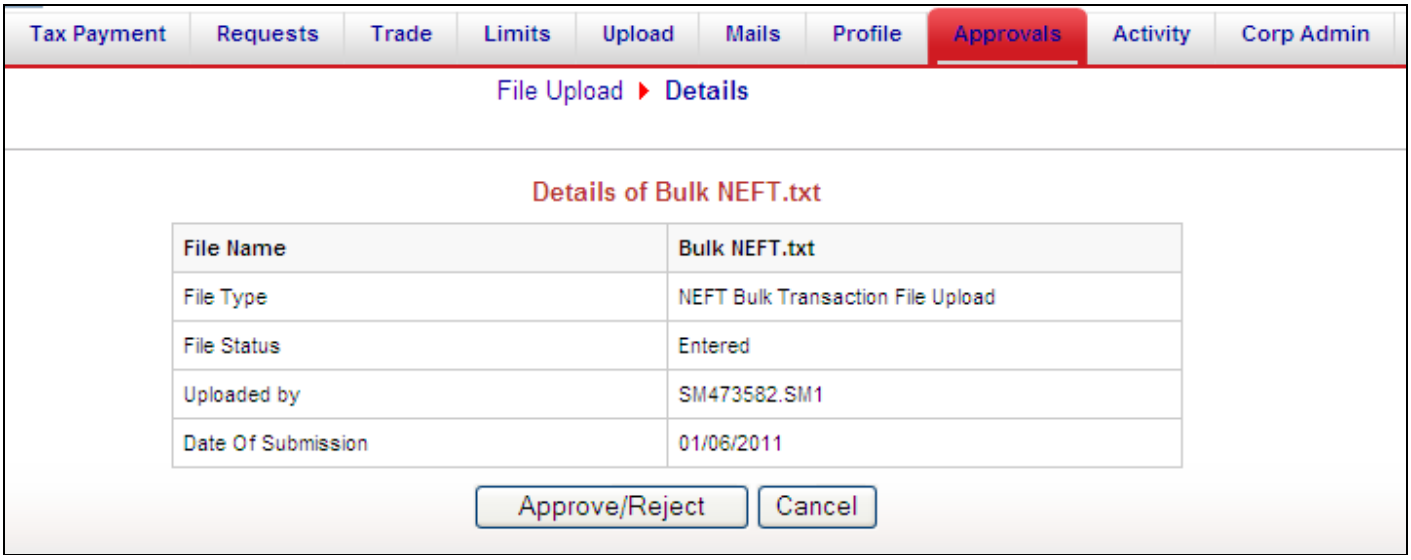
7. On successful login, go to Approvals menu. Here put reference number in REFNo field that initiator received while initiating the transaction. Click on Retrieve button.



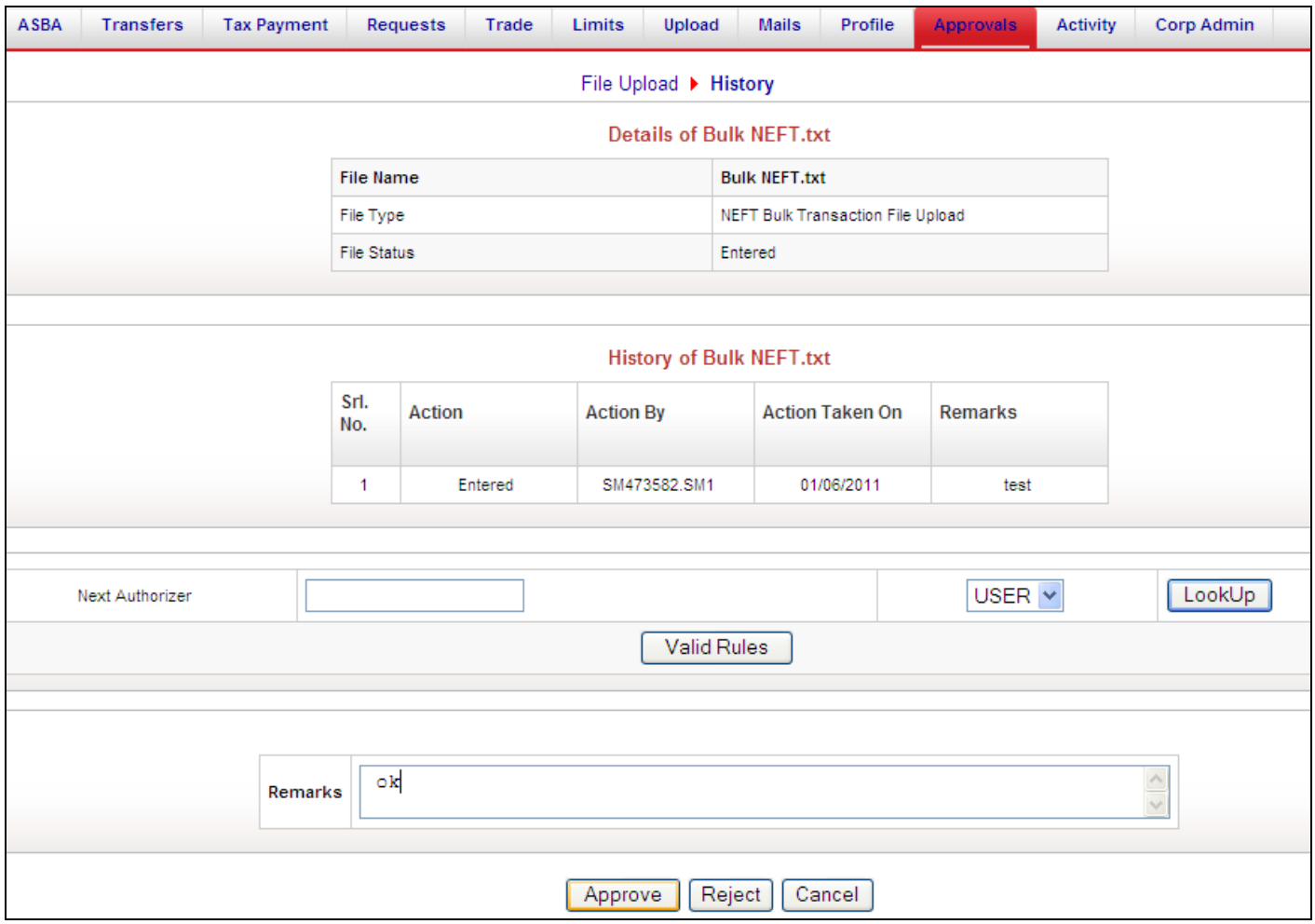
8. You can see your transaction here. Click on Details button.



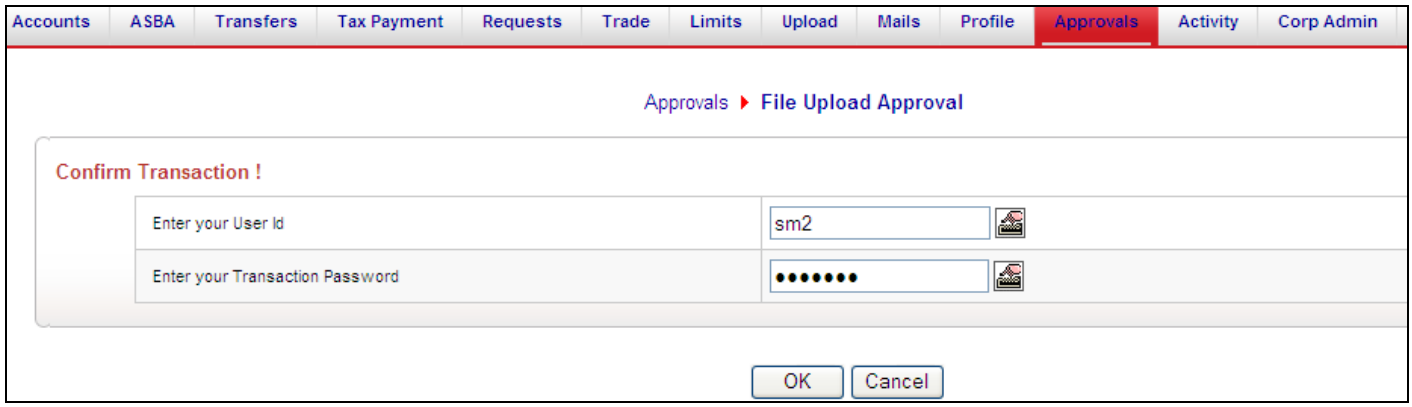
9. You can Approve or Reject this transaction. Click on Approve/Reject button.



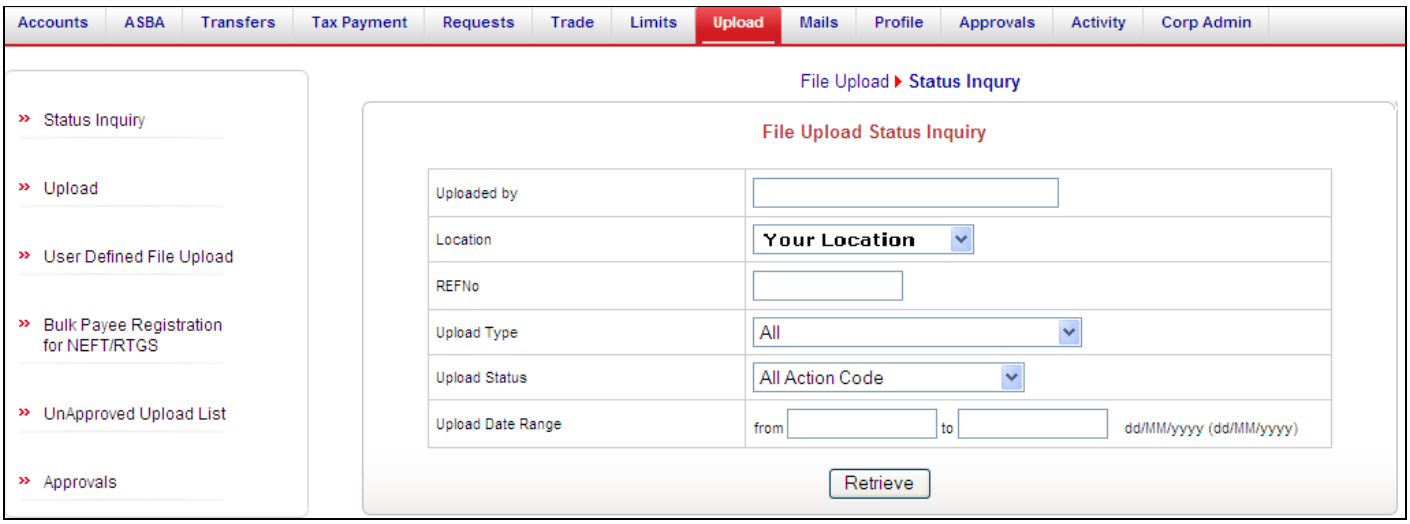
10. Here on this screen click on Approve button if you want to approve this transaction or click on Reject button if you want to reject.



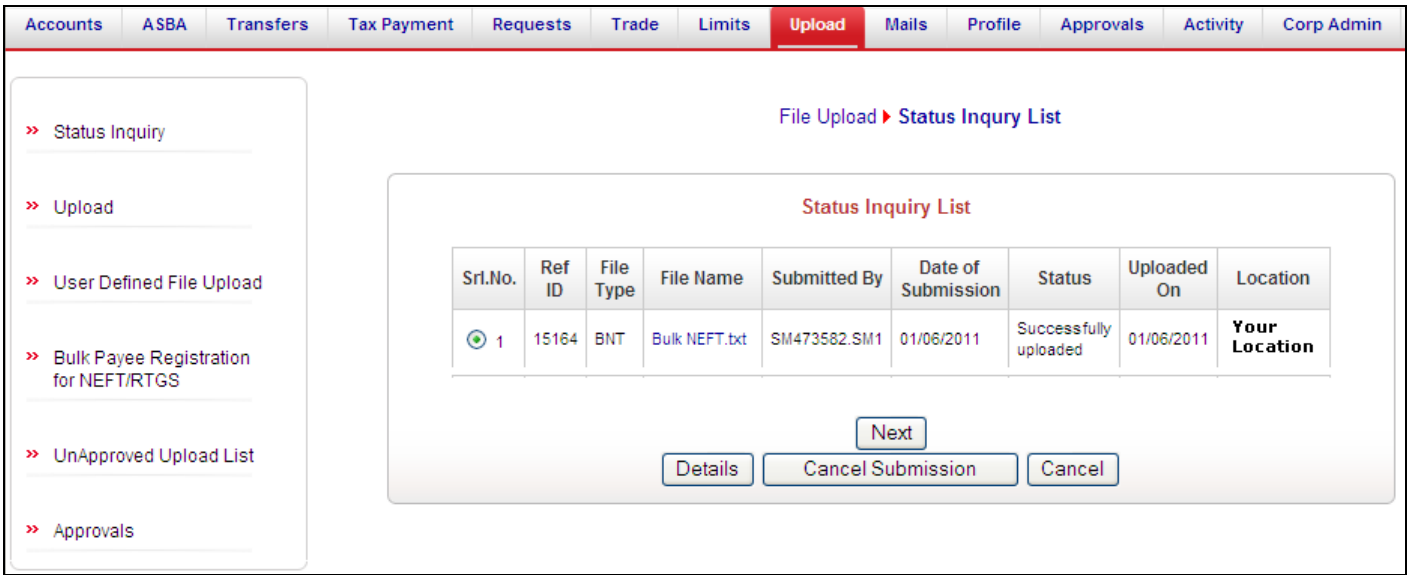
11. Put User Id and Transaction password to approve or reject the transaction. On successful validation following message will appear.



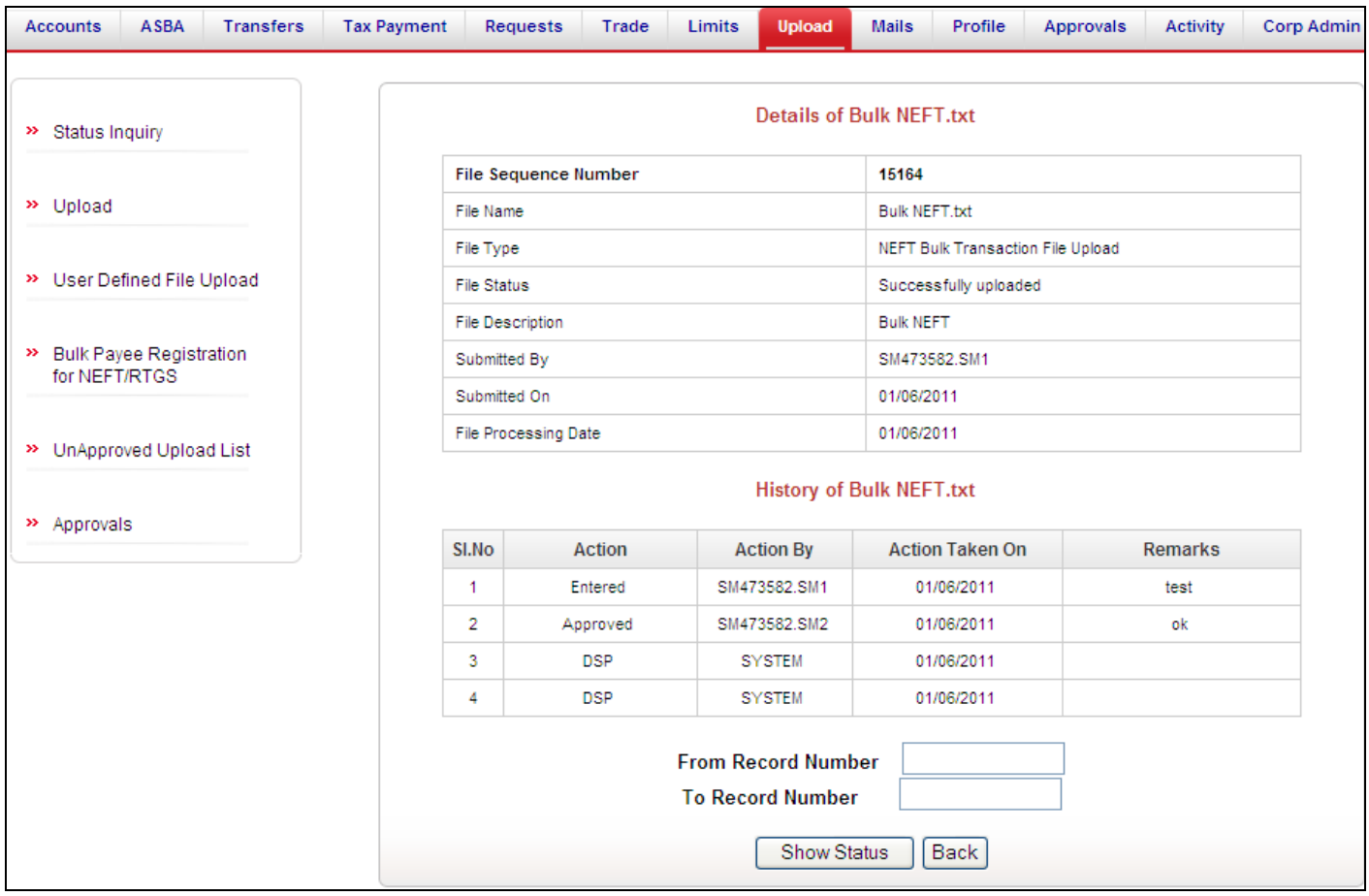
12. To confirm the status of transactions go to Upload Menu →Status Inquiry. On this screen, select the location from drop down list. Here location means the customer id of the debit account. Click on Retrieve button.



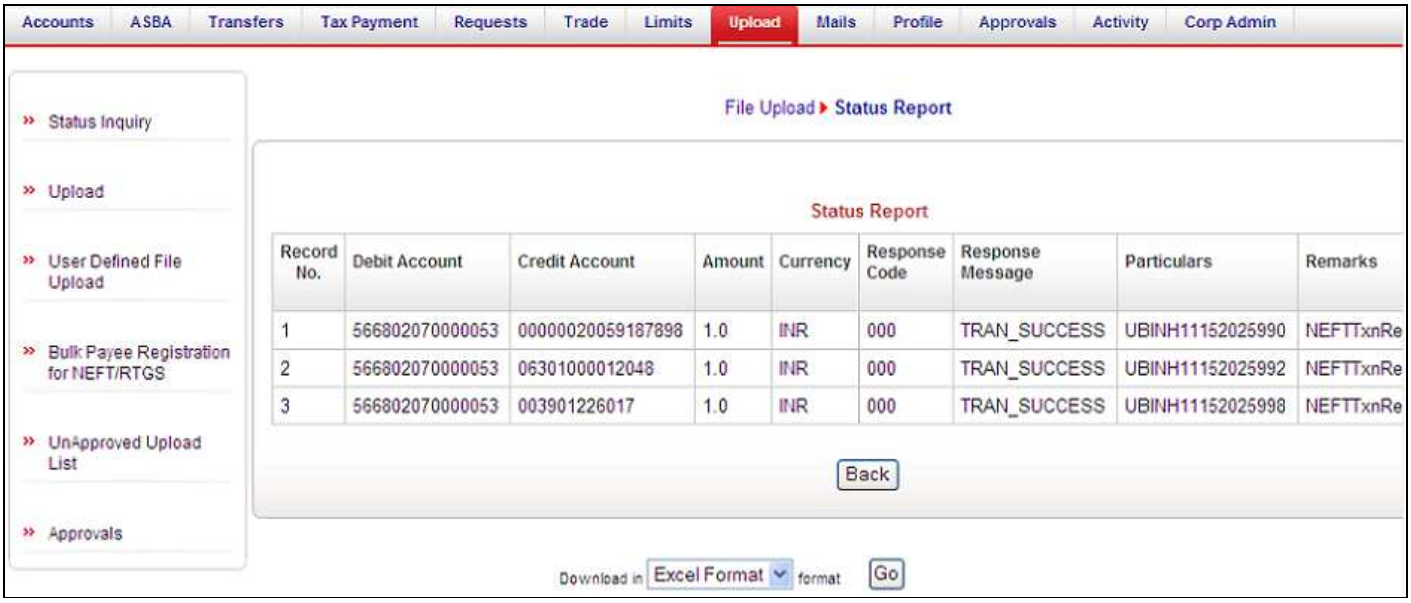
13. After retrieving, you can see your transaction here. Click on Details button.



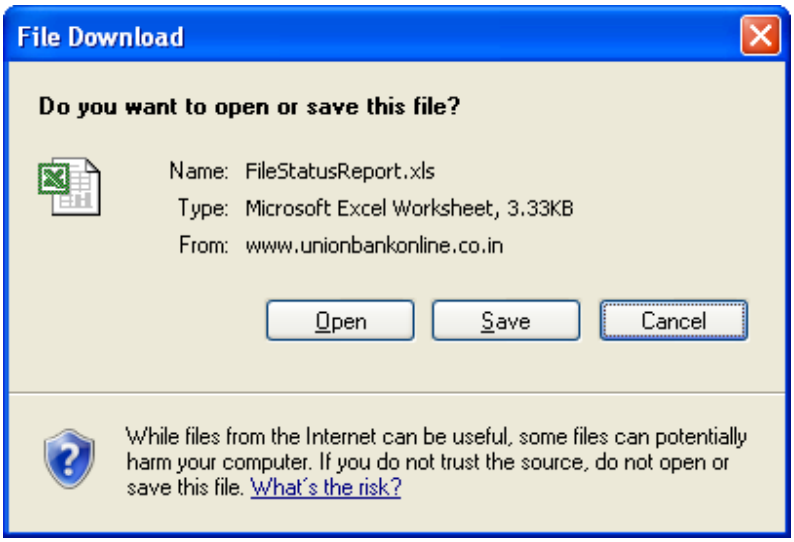
14. Here you can see current status of the transaction. Whether the transaction is at entered level or has been approved. Click on Show Status button.

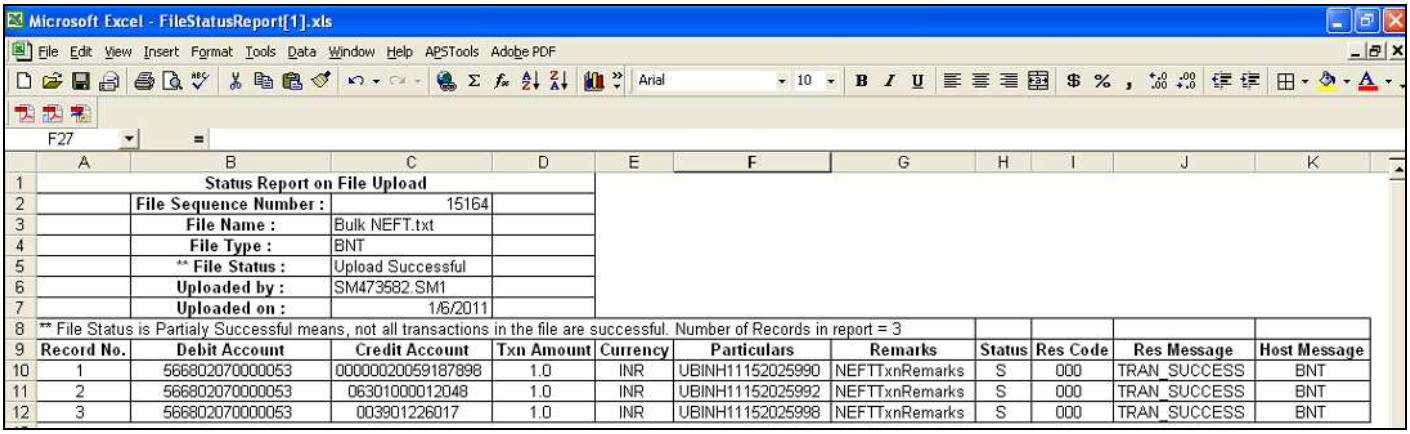


15. In next screen you can see status of each transaction in file and corresponding UTR numbers.



16. Customers can save status report in Excel format also. For that select Excel Format from Download in drop-down list and click on Go button. A sample report is attached here.





Microsoft Excel - FileStatusReport[1].xls

	A	B	C	D	E	F	G	H	I	J	K
1		Status Report on File Upload									
2		File Sequence Number :	15164								
3		File Name :	Bulk NEFT.txt								
4		File Type :	BNT								
5		** File Status :	Upload Successful								
6		Uploaded by :	SM473582.SM1								
7		Uploaded on :	1/6/2011								
8	** File Status is Partialy Successful means, not all transactions in the file are successful. Number of Records in report = 3										
9	Record No.	Debit Account	Credit Account	Txn Amount	Currency	Particulars	Remarks	Status	Res Code	Res Message	Host Message
10	1	566802070000053	00000020059187898	1.0	INR	UBINH11152025990	NEFTTxnRemarks	S	000	TRAN_SUCCESS	BNT
11	2	566802070000053	06301000012048	1.0	INR	UBINH11152025992	NEFTTxnRemarks	S	000	TRAN_SUCCESS	BNT
12	3	566802070000053	003901226017	1.0	INR	UBINH11152025998	NEFTTxnRemarks	S	000	TRAN_SUCCESS	BNT