

Raiffeisen Electra Terminal

Transaction and Daily Payment limits

User Guide

October 2024

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1. General information

In order to effectively prevent potential abuses in the field of payment services, the National Bank of Hungary (NBH) has issued a recommendation (5/2023) to payment service providers operating in Hungary.

For Raiffeisen Bank, the utmost security of your finances matters is of paramount importance, therefore, in accordance with the recommendation of the NBH, the Bank introduces uniform operational limit management, i.e. **Transaction and Daily Payment Limit setting functions** for its corporate clients in the *Raiffeisen Electra Internetbank*, *Electra Terminal* and *Electra Mobile Bank* applications.

For more information on the types of orders involved and the setup steps, please refer to the related sections of the manual. The function has been designed in such a way that it does not hinder daily transactions after its introduction, but at the same time it provides an opportunity to prevent and detect payment abuse with the possibility of setting an individual limit.

Important!

The Transaction and Daily Payment Limits introduced by the Bank apply to users with signing rights, as the Electra system checks the limits at the time of submission of transaction, so it is not possible to send a package exceeding the daily and transaction limits. The limits are interpreted, checked, reduced by the Electra server on the day of submission of transaction and do not take into account the value date!

When placing orders, we do not examine the aforementioned limits. The limits will be common across all Electra channels (Mobile Banking, Internet Banking, Terminal, OpenApi), the common limit will decrease (the daily limit of all users with signing privileges will decrease) regardless on which channel the user submits the transaction package.

2. Definitions

Transaction Limit – a limit on the amount of a transaction that is set for a specific debited account and its currency and applies to all users authorized to sign on that account.

Daily Payment Limit – the total amount of transactions that can be initiated on a given day, which is determined in the currency of the account to be debited and applies to users with signing privileges.

Extra Limit - This feature allows you to submit a large amount transaction above the standard limits. If desired, one-time extraordinary, time-limited limit can be set for the account to be debited in its currency for one or more users with the right to sign over the

account concerned. The special limit is valid until 12 hours after setup and does not count towards the default daily and transaction limits, i.e. it does not reduce the daily limit for signers.

Self-administration order - Users can set Transaction and Daily Payment Limits for individual account numbers in the currency of the account number to different values from the default values (limit modification at user and account level). The Electra system also shows the current default limits. Appropriate authority is required to record, sign and submit self-administration orders.

3. Order types involved in limit validation

All debit orders debited from the Client's account and forwarded internally or externally to a beneficiary (regardless of currency) other than the originating party. In case of transfers between own accounts, we do not examine limits (the originator and the beneficiary are the same legal entity).

- **HUF transfer**
- **Instant HUF transfer**
- **Group transfer**
- **Viber transfer**
- **Postal payment order**
- **Permanent transfer**
- **Foreign currency transfer**
- **In-bank Foreign Exchange Transfer**
- **SEPA transfer**
- **Payment based on a Request to Pay**

4. How limit management works

If a Client has Transaction and Daily Payment Limits set by default by the Bank or modified by the Client as required, and the order recorded from among the relevant order types exceeds one or both of the set limits, the submission of the transaction package will be unsuccessful and the system will warn the User about exceeding the limit.

Important!

The system only examines limits when submitting the order, so there is no limit check when the order is recorded. After entering transactions above the limit, but before signing, it is possible to modify the limits.

5. Possibility to change the limits

You have three options to make changes prior to submission if you exceed your limit.

1. **Set an Extra limit** on the user(s) and account number(s) with the signatory privileges concerned. **The setting will be valid for 12 hours**, but only until the next order is signed and submitted from the given account number. You can fix the extraordinary limit by submitting a self-administration order.
2. **You change a user limit**, which **will remain** in effect for that user and for a given account number **until you change it again**. You can set this up by submitting a self-administration order. During setup, you have the option to increase or decrease your limit.
3. **You can check the limit values** for the given account and, if possible, adjusts the amount of the order(s) so that it is below the limit and resubmit it.

Important!

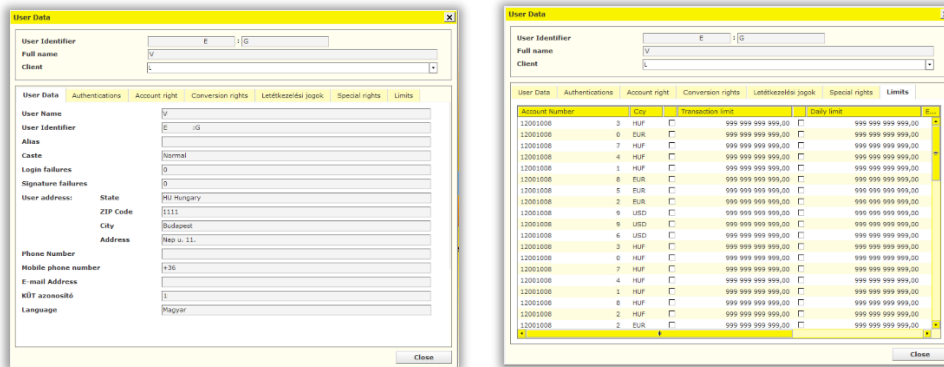
After modifying the transaction and daily payment limits set by the Bank, the so-called User Limits set by you will be valid until the next modification, with the exception of the Extra limit, as it will be valid within a 12-hour interval after setting it up or within this period until the first signed order initiated from the given account is submitted. After that, the general or previously set transaction and daily limit settings will take effect again.

6. How to view your current limits

After successful login you need to navigate to the **Setup Parameters** menu, then select **Client** tab. Under **List of Users** select the user by double click.



You need to click on the **Limits** tab to view the limit settings **for the account numbers available to the user**, including any **Extra Limit** and its validity (last two columns).



7. Change the Transaction and Daily Payment limit

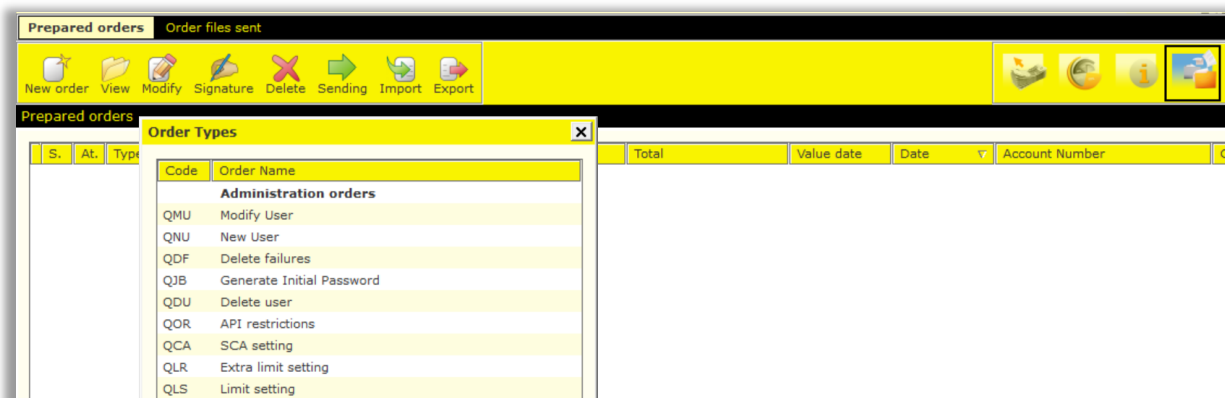
The limits set by the Bank are defined per account number. If desired, you can change the limits yourself.

In Electra, the limits can be modified with appropriate authorization in the form of a so-called self-administration order.

The changes you make can include the entire company, all users, and all account numbers.

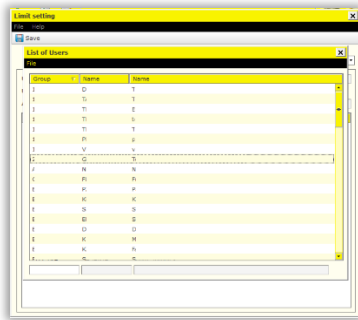
How to change the limits

In the **Administration Commands** menu item, click on the **New Order** icon then select **Limit setting** from the list then click **OK**.



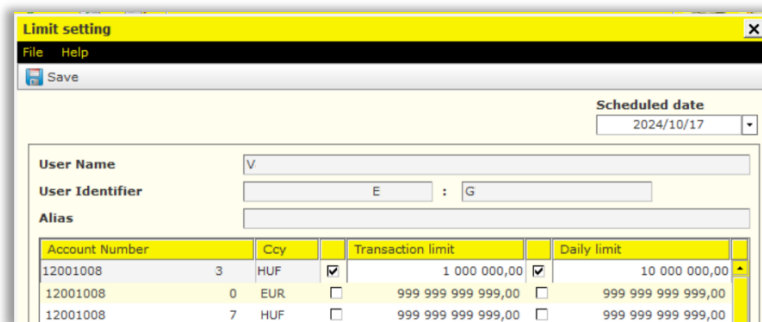
After that **List of Users** window opens and you can select the user you want to modify. The user can also search by entering Group, Short Name, or Name.

List of Users:



On the next page, you can change the limit amounts in the list of account numbers available to the selected user. To edit the fields, select the required field in the check box.

List of account numbers for the selected user:



Change limits, use checkboxes:

After clicking the checkbox, you can change the amount of that limit. If you deselect the selection, the amount will automatically revert to the default or previous value, so the checkbox must remain selected when recording and submitting the amendment.

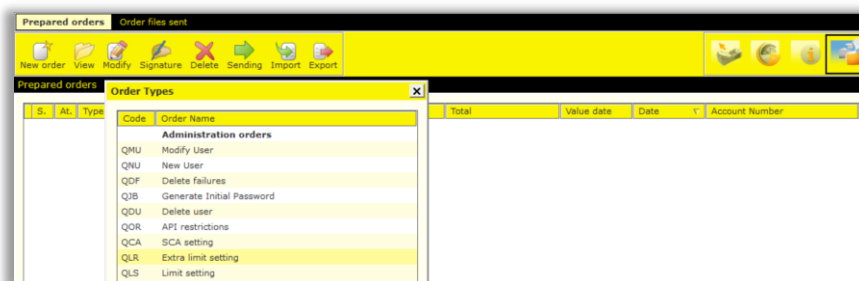
	Transaction limit		Daily limit	
<input checked="" type="checkbox"/>	1 000 000,00	<input checked="" type="checkbox"/>	10 000 000,00	▲
<input type="checkbox"/>	999 999 999 999,00	<input type="checkbox"/>	999 999 999 999,00	
<input type="checkbox"/>	999 999 999 999,00	<input type="checkbox"/>	999 999 999 999,00	

After setup the new limits click on Save then click Ok on the Select Package window. After that, you can sign and send the package for further processing from the **Prepared orders**. After you submit a successfully signed package, the change takes effect immediately.

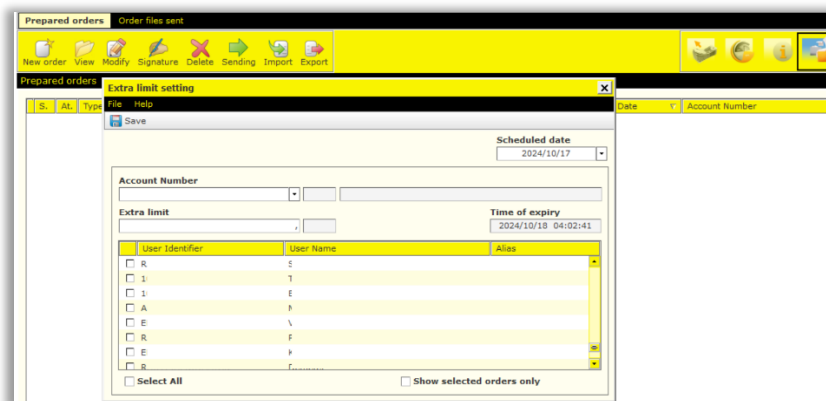
8. How to set Extra Limit

Important! The special limit will apply to one or more account numbers and users for the first order signed and sent within 12 hours of setup.

In the **Administration Commands** menu item, click on the **New Order** icon then select **Limit settings** from the list then click **OK**.



Then select the user (e.g. 10-point signer) or users (e.g. two 5-point signers) for whom the special limit setting should be enabled.



To select the user(s), you can use the **Select All** or **Show selected orders only** option.

If all the necessary users have been selected by clicking on the checkbox at the beginning of the lines, then in order to set the Extra limit entered at the top of the page, the Self-Administration Order must be submitted after proper signature. Upon successful submission, the setting will take effect immediately.

If the Extra limit is recorded, but the self-administration order is signed and sent only at a later date, the expiration date and time calculated by the system at the time of recording will remain the same. It is recommended to sign and submit the Extra limit setting self-administration order immediately after recording.

9. Useful information about Online fraud and its prevention

These pages are available only in Hungarian.

Raiffeisen Bank: [Online csalással kapcsolatos információk - Raiffeisen BANK - raiffeisen.hu](https://www.raiffeisen.hu/online-csalással-kapcsolatos-informaciok)

Arm yourself against cyber fraud by visiting the KiberPajzs (CyberShield) website. www.kiberpajzs.hu

