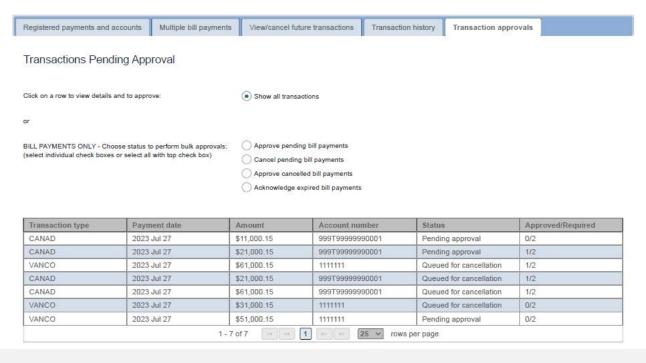
J.P. Morgan Canada Bill Payment site – What's New?

Introduction

The upgraded J.P. Morgan Canada Bill Payment site features new Bulk Approval functionality to enable clients to select up to 50 transactions at a time for bulk approvals.

- Starting August 7, 2023, all existing Canada Bill Pay clients will have the option to use the new Bulk Approval feature. With this new functionality, clients will be able to provide Bulk Approval for the following transaction types:
 - Approve pending bill payments
 - ii. Cancel pending bill payments
 - iii. Approve cancelled payments
 - iv. Acknowledge expired payments

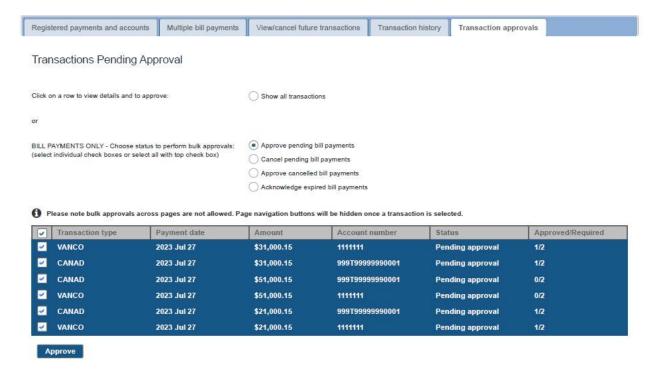
Note: The default status when a user visits the Transaction approvals screen is 'Show all transactions'. When this option is selected, the screen will behave the same as it currently does.



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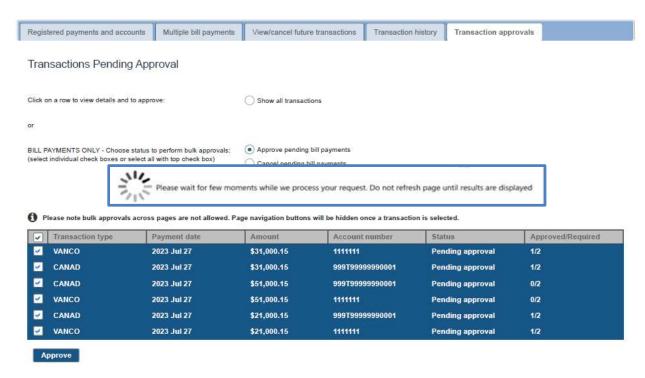
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- 2. The second grouping is for bulk approvals. If any of the 'bulk approval' options are selected checkboxes will be displayed next to every row, with the option of actioning up to 50 transactions at a time.
- 3. If the user clicks on the 'Select all' check box, then all payments in the list will be selected.
- 4. The user may check or uncheck any individual row.
- 5. Once complete, select the 'Approve' button at the bottom of the table.



Note: User will not be able to select transactions across multiple pages.

6. User will see a pop-up message "Please wait for few moments while we process your request. Do not refresh page until results are displayed"

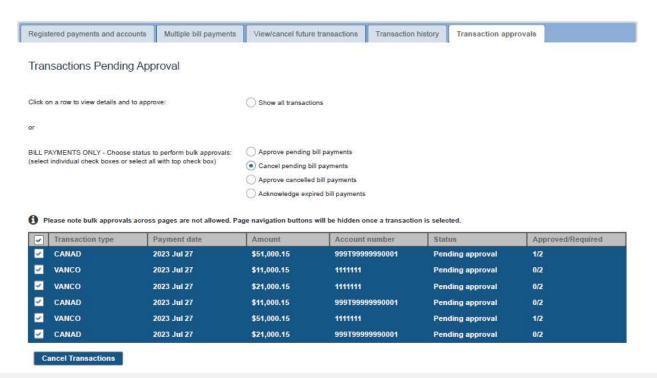


- 7. Once complete, the transaction status and confirmation number will be displayed for all selected transactions. The status displayed will be as follows:
 - i. 'Approval successful' if the approval was successful
 - ii. 'Already approved' if payments already approved by same/another user
 - iii. 'Payment expired' if payment already expired
 - iv. 'Approval failed' for all other failures

8. The screen will have a 'Back' button to allow the user to go back to the previous screen. The approval option previously selected will be retained and the application will retrieve the next result set from the database for that option.



9. If the user selects the 'Cancel pending bill payments' option from the bulk approval section, then the application will display all pending approvals with 'Pending approval' status. The steps to 'Select all' and check or uncheck an individual row, remain the same as above.



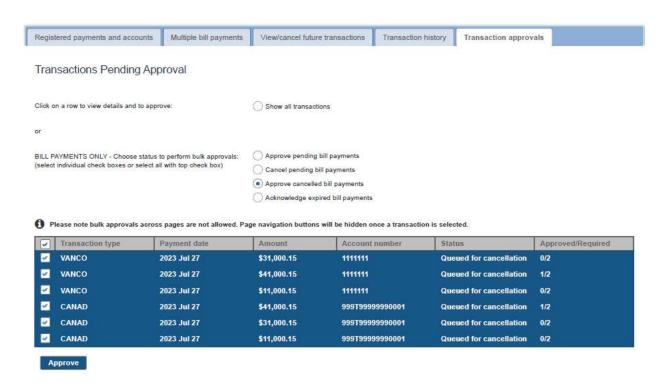
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- 10. Once complete, the transaction status will be displayed for all selected transactions. The status displayed will be as follows:
 - i. 'Cancellation successful' if the transaction was cancelled successfully
 - ii. 'Cancellation failed' if the cancellation was not successful
- 11. The screen will have a 'Back' button to allow the user to go back to the previous screen. The approval option previously selected will be retained and the application will retrieve the next result set from the database for that option.

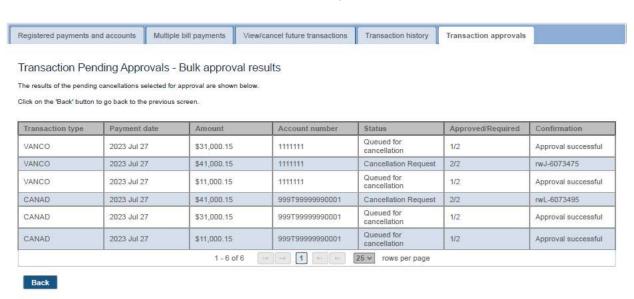


12. If the user selects the 'Approve cancelled pending bill payments' option from the bulk approval section, then the application will display all pending cancellations of previously approved transactions with 'Queued for cancellation' status where the user is entitled to do the cancellation. The steps to 'Select all' and check or uncheck an individual row, remain the same as above. Note: To cancel approved transactions, user will need to go to the View/cancel future transactions tab and cancel each transaction individually. Another user that is entitled to do cancellations is then able to bulk approve the cancellations.



- 13. For the bulk approval of cancelled bill payments, the status screen will be displayed as follows:
 - i. 'Approval successful' if the transaction cancellation approval was successful
 - ii. 'Already approved' if the cancellation is already approved by same/another user
 - iii. 'Payment expired' if payment already expired
 - iv. 'Approval failed' if cancellation approval was not successful

14. The screen will have a 'Back' button to allow the user to go back to the previous screen. The approval option previously selected will be retained and the application will retrieve the next result set from the database for that option.

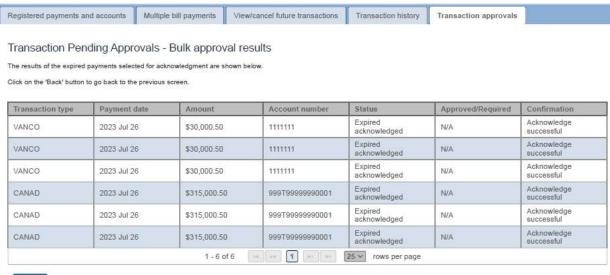


15. If the user selects the 'Acknowledge expired bill payments' option from the bulk approval section, then the application will display all pending approvals with 'Expired' status. The steps to 'Select all' and check or uncheck an individual row, remain the same as above.



- 16. Once complete, the transaction status will be displayed for all selected transactions. The status displayed will be as follows:
 - i. 'Acknowledge successful' if the transaction acknowledgment was successful
 - ii. 'Acknowledge failed' if the acknowledgement was not successful

17. The screen will have a 'Back' button to allow the user to go back to the previous screen. The approval option previously selected will be retained and the application will retrieve the next result set from the database for that option.



Back