Republic*Online*:
Corporate Site Administrator
(Overview)

A new feature of our new Republic*Online* internet banking platform is the introduction of a Site Administrator for Corporate Internet Banking clients. The Site Administrator for the Company will be a "super user," and as such will have rights and permissions for a range of tasks and transactions. These rights and permissions are automatically assigned to the User that is identified for this role. Thereafter, the Site Administrator will be able to assign additional rights and permissions to themselves or other Company users.

Below is an overview of some of these rights and permissions:

Automatic permissions upon registration

Rights/ Permissions	Description
Assignment of Company Users	Once the Site Administrator has been assigned, this person will have the responsibility of setting up and adding all other Users within the Company. These other Users will be referred to as **Basic Users.**
Assignment of rights and permissions to Company users	The Site Administrator will be responsible for granting transaction rights, permissions and limits to the Company Users. These will determine: • what access Basic Users have to the company's internet banking site (including the Site Administrator) • which banking accounts (including loans and credit cards) individuals get access to and what type of access (eg view only, transaction only, or both). This includes the Site Administrator • the transaction limits or approvals that Users will have (including the Site Administrator)
Amendment and Maintenance of Users' rights and permissions	The Site Administrator will be able to amend a Basic User's rights and permissions, as well as delete Users
Establish and Configure Approval schemes	The Site Administrator can define the particulars of the types of transactions Users can perform: • transaction amounts and limits • number of persons required to authorize/ approve transactions • frequency of transactions and limits (daily, monthly, etc.) The Site Administrator can also define these for himself/ herself.
Addition/ assignment of payments, subscriptions, etc. to the Company's internet banking profile	The Site Administrator can add new payments such as utility payments, suppliers, subscriptions, etc. to the Company's internet banking account. These can also be assigned to another User by the Site Administrator.

Rights/ Permissions	Description
Payroll Setup	The Site Administrator can add payroll information to the Company's Internet Banking profile, and create payroll files, *or* assign this permission to other Company Users.
Administrative functions	The Site Administrator can perform *or* assign the following administrative type functions: • Audits - access the audit log (all activity that took place at any given time) • Account details and history • View statements • Add beneficiaries – companies/ individuals to be paid via internet banking • Block of credit cards • Service requests to the Bank
Setup additional Site Administrator	The Site Administrator also has rights to setup additional Site Administrator(s) for the Company.

The foregoing information is to assist you in identifying and selecting the right Site Administrator for your Company. As mentioned earlier, the Site Administrator is integral to your Company's internet banking account, and will have significant responsibility, control and access. We therefore encourage you to ensure the person selected is suitable for this role.