

TREASURY MANAGEMENT

Payments: Positive Pay

In the **Payments** menu for **Positive Pay**, you have the option to perform the following functions:

ACH Exceptions (decision activity)

- Use the ACH Exceptions view to decision ACH exception items as pay or return, to search for a specific exception item and to review any decisions made.

ACH Filter Rules

- Use the ACH Exceptions Filter Rules menu to view the available filters and add or edit rules.

The screenshot displays the Treasury Management interface for The National Bank of Indianapolis. The top navigation bar includes 'Message Center', 'Notifications', 'Cut-Off Times', 'Last Login: 08/12/2024, 12:43 PM, EST', and 'Hi, ksmerlas (PAA2266)'. The main menu has 'DASHBOARD', 'ACCOUNTS', 'PAYMENTS', 'RECEIVABLES', 'REPORTING', and 'ADMIN'. The 'Positive Pay' widget is active, showing 'Check Exceptions (0)' and 'ACH Exceptions (1)'. A table lists one ACH exception item with columns for 'Pay', 'Return', 'Account', 'ACH Company', 'Amount', 'Posted Date', 'Type', 'SEC Code', and 'Description'. The item shown is for account 5987, company PENNPROJECT, amount \$4.00, posted on 08/23/2024, type ACH Debit, SEC Code CCD, and description PAYMENT PENNPROJECT 01-11111. A 'Review' button is visible below the table. On the right sidebar, the 'Positive Pay' menu is expanded, highlighting 'ACH Exceptions' and 'ACH Exceptions - Filter Rules'.

Pay	Return	Account	ACH Company	Amount	Posted Date	Type	SEC Code	Description
<input type="radio"/>	<input type="radio"/>	5987	PENNPROJECT	\$4.00	08/23/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-11111

In the Positive Pay widget on the **Dashboard**, you can view, pay or return the **Check Exceptions** and/or **ACH Exceptions** that are pending approval.

ACH exception decisions are final, and the exception will not be viewable in the widget after a decision is submitted.

The deadline to decision ACH Exceptions is 1PM ET.

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Use the **ACH Exceptions** menu to view ACH exceptions, decision an exception to **Pay** or **Return** and review any decisions made.

Select **Pay** or **Return**, as needed for each exception item listed. Select **Review**, verify decisions are accurate and then select **Confirm**.

The following confirmation message appears: ACH Exception Decisions Saved Successfully!

ACH exception decisions are final, and the exception will not be viewable in the widget or in the ACH Exceptions menu after a decision is submitted.

The deadline to decision ACH Exceptions is 1PM ET.

The screenshot displays the 'ACH Exceptions' interface. At the top, there are navigation tabs for 'ACH Exceptions - Decision Activity' and 'ACH Exceptions - Filter Rules', along with 'Download' and 'Print' icons. A search bar labeled 'Type to filter' is present. Below is a table with columns: Pay (radio button), Return (radio button), Account, ACH Company, Amount, Posted Date, Type, SEC Code, and Description. One row is visible with the following data: Pay (selected), Return (unselected), Account: 5987, ACH Company: PENNPROJECT, Amount: \$4.00, Posted Date: 08/23/2024, Type: ACH Debit, SEC Code: CCD, Description: PAYMENT PENNPROJECT 01-1111111 24/08/23 ID#- TRACE#-074006674000001. Below the table, there are 'Review' and 'Reset' buttons. A modal window titled 'Review and Confirm Decisions' is open, showing a smaller version of the table with the same data. Below the table in the modal, there is a message: 'You are about to decision ACH Exception items that can only be decisioned one time. Are you sure you would like to proceed?' and 'Confirm' and 'Cancel' buttons. A 'Saved!' notification box is also visible, stating 'Your decisions were saved successfully'.

NOTE: You can add the Positive Pay widget to your Dashboard, to view and decision exceptions.

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To view ACH exception history, use the **ACH Exceptions – Decision Activity** menu. Expand the **Search ACH Exceptions** panel on the left side, then enter the necessary search criteria, select **Search**.

You can add Filter Rules from ACH exception history by selecting, **Create Filter Rule** from this view.

The screenshot displays the 'ACH Exceptions - Decision Activity' interface. On the left, there is a search panel with filters for Decision Taken (All, Pay, Return, No Decision), Account (All Selected), Amount (--Select Paid Amount--), Posted Date (--Select Posted Date--), SEC Code (All Selected), and Entry Description. The main area shows a table of transactions with columns: Decision, Decision Date, Decision By, Account, ACH Company, Amount, Posted Date, Type, SEC Code, and Description. The first row is highlighted, and a 'Create Filter Rule' button is visible in the right margin of that row. The table contains 10 rows of data, all with 'PAY' as the decision type. The bottom of the interface shows 'Viewing 1 - 10 of 62 exceptions' and a pagination control with '10' items per page and page numbers 1 through 5.

Decision	Decision Date	Decision By	Account	ACH Company	Amount	Posted Date	Type	SEC Code	Description	Create Filter Rule
PAY	08/26/2024 6:07AM	Kristen Smerlas	5987	PENNPROJECT	\$4.00	08/23/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/23 ID#-TRACE#-074006674000001	Create Filter Rule
PAY	08/23/2024 10:33AM	TEST USER IMPL	5987	PENNPROJECT	\$0.12	08/22/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/22 ID#-OFFSET TRACE#-074006674000002	Create Filter Rule
PAY	08/23/2024 10:33AM	TEST USER IMPL	NON AA 8745	PENNPROJECT	\$1.00	08/22/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/22 ID#-TRACE#-074006674000001	Create Filter Rule
PAY	08/22/2024 10:57AM	Kristen Smerlas	NON AA 8745	NBI TM	\$0.15	08/21/2024	ACH Debit	CCD	PAYMENT NBI TM 100000444 24/08/21 ID#-TRACE#-074006674135801	Create Filter Rule
PAY	08/22/2024 10:41AM	Kristen Smerlas	NON AA 8745	PENNPROJECT	\$1.00	08/21/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/21 ID#-TRACE#-074006674000001	Create Filter Rule
PAY	08/22/2024 10:16AM	Kristen Smerlas	5987	NBI TM	\$0.16	08/21/2024	ACH Debit	CCD	PAYMENT NBI TM 100000444 24/08/21 ID#-TRACE#-074006674135902	Create Filter Rule
PAY	08/21/2024 10:34AM	Kristen Smerlas	NON AA 8745	PENNPROJECT	\$1.00	08/20/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/20 ID#-TRACE#-074006674000001	Create Filter Rule
PAY	08/20/2024 2:51PM	Kristen Smerlas	NON AA 8745	NBI TM	\$0.12	08/19/2024	ACH Debit	CCD	PAYMENT NBI TM 100000444 24/08/19 ID#-TRACE#-074006674135801	Create Filter Rule
PAY	08/20/2024 2:36PM	Kristen Smerlas	NON AA 8745	PENNPROJECT	\$1.00	08/19/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/19 ID#-TRACE#-074006674000001	Create Filter Rule
PAY	08/20/2024 2:16PM	Kristen Smerlas	5987	PENNPROJECT	\$0.15	08/19/2024	ACH Debit	CCD	PAYMENT PENNPROJECT 01-1111111 24/08/16 ID#-OFFSET TRACE#-074006674000002	Create Filter Rule

The deadline to decision ACH Exceptions is 1PM ET.



Questions? Please contact our Treasury Management Support Team at 317-261-0333 or treasurymanagement@nbofi.com.

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In the **ACH Exceptions – Filer Rules** menu, you can view a list and details of rules that are currently setup, and use the **Actions** dropdown menu to **edit, clone criteria** or **delete** a rule.

Rule Name	Account	ACH Company Name	Company ID	SEC	Amount	Transaction Type	Status	Actions
Partner Disbursements	5987		2378561988	CCD		Debit Allowed	ACTIVE	Edit Clone Criteria Delete

Use **Create New Filter** to add an ACH Filter Rule. Fill in the required criteria for **Account, Rule Name, Company ID, and Transaction Type**.

You can define an **Amount Range** or **Specific Amount** and an **Expiration Date** for the rule, if needed.

We recommended leaving the **ACH Company Name** field blank since it must be an exact match with the originating company name. You can define the originator in the **Filter Rule Name** field.

Select **Review** and then select **Save Filter Rule**.

ACH Filter Rule Settings

Account * 5987 - Checking

Filter Rule Name * PENNPROJECT

Company ID 01-111111

Transaction Type * Credit Not Allowed Debit Allowed

Amount Range: \$0.00 to \$500.00

SEC Code: CCD - Corporate Credit or Debit

ACH Company Name

Expiration Date: None, Today, Specific Date

The company name and the company name in the originating transaction must be an exact match