

OFFICE OF THE
MILITARY ACCOUNTANT GENERAL
Kashmir Road, Rawalpindi Cantt


No: /AN/0241-LXIII

July, 2021

The Dy. MAG Rawalpindi
All Controllers.

Subject: RE: SBP APPROVAL/INTRODUCTORY BROCHURE OF NBP FX DIGITAL PORTAL

National Bank of Pakistan GOP Foreign Trade Corporate Branch 1858, 55-A Bank Road Rawalpindi Cantt letter No.RWP/CORP-1858/2021/1837 dated.29/12/2020 along with Introductory Brochure of the portal, is hereby circulated for information please


(MUHAMMAD MUNIR)
Accounts Officer (AN-I)
Tele# 051-3270702

No. ⁶⁵ /AN/0241-LXIII dated. ¹³ /07/2021

Copy to:-

1. The Accounts Officer (Automation) Local.
2. PS to the M.A.G.
3. APS to the Dy. MAG.
4. I.C.O to the A.M.A.G (Admn).


Accounts Officer (AN-I)

NBP

GOP FOREIGN TRADE CORPORATE BRANCH
1858, 55-A BANK ROAD Rawalpindi Cantt:

Tel: 051-9272678
FAX: 051-9272679
SWIFT: NBPAPKKA02R

AMJ

RWP/CORP-1858/2021/1837

Date 29.12.2020

The M.A.G,
M.A.G, Office,
Bakery Road .
Rawalpindi Cantt,



Dear Sir,

RE: SBP APPROVAL/INTRODUCTORY BROCHURE OF NBP FX DIGITAL PORTAL IN


In pursuance of State bank of Pakistan's (SBP) instructions, National Bank of Pakistan has developed a digital FX portal for its customers to submit documents and track status of FX cases related to obtaining regulatory (SBP) and/ bank approvals for remittances, L/C trade (CIF, CIP, DAP, Ex-work, advance payment ,presentation period , Guarantees etc..) and investments as per SBP's Foreign Exchange Manual (FEM) from the convenience of their offices or homes.

Going forward, SBP has also instructed banks to discontinue acceptance of paper based submission of FX related cases by their customers by 30.6.2021. Therefore, customers are encouraged to get them related cases by this portal at the earliest and start submitting their FX cases via this portal.

We enclosed herewith "Introductory Brochure of the portal" for Forex transactions.

Thanks and Regards,


(Haroon Rafique Ghuncha)
Manager Trade


(Muhammad Qasim)
Trade Head



In pursuance of SBP instructions, NBP has specifically designed Digital End to End FX portal to cater to its valuable customers' ever growing needs of digitalization with respect to FX cases.

This portal will further enhance customer experience and satisfaction by facilitating the initiation of FX transactions directly online via the portal. The FX portal caters for all types of customer i.e Sole proprietors, SMEs, Corporates & individuals etc.

Through this portal customers can lodge applications for FX cases including Private & Commercial Foreign Remittances, International Trade, Investments & Guarantees etc.

SALIENT FEATURES

- Easy Online Registration Process
- Secure and Transparent Transactions
- Online Submission and Tracking of Cases
- Real-time Notifications
- Ease and Convenience of Doing Business
- Round the Clock Access

FX PORTAL REGISTRATION PROCESS

Step -1

Please visit the website www.nbp.com.pk and click on "NBP FX Portal" or use the following link directly <https://fxapproval.nbp.com.pk>

Step -2

If the customer is a new User, please click on "register now".

Step -3

For registration, please complete all the required fields and check box "I have read the agreement" after reading the agreement. Then click on "Register".

Step -4

Upon clicking on "Register", you will receive One Time Password (OTP) on the registered Email & Mobile Phone. Please input both different OTPs and click on submit. In case you do not receive OTPs, you can click on "Resend Pin code".

Step -5

After inputting both OTPs, in case of an "Individual" Account type, please fill required information and Submit".

In case of an "Organization" Account type, "Organization Profile" will appear. Please fill the required information and click on "Submit".

Step -6

You will receive the email message confirming that your request has been received in branch for further action. The branch authorized officials will verify the information with the bank's record. For Organization, the original "authorization letter" will also be verified. Your request will be approved if all provided information is found to be correct.

Step -7

Upon approval, the registration process will be complete and you will receive an email message.

SUBMISSION & TRACKING OF FX CASES IN FX PORTAL

Step -1

Login to NBP FX Portal using this Link <https://fxapproval.nbp.com.pk> and enter your registered Email and Password and click on "Login".

Step -2

You will receive One Time Password (OTP) on your registered Email. Enter the OTP and click "Submit".



www.nbp.com.pk



www.nbp.com.pk



Step -3

Select the "Category", "Case Type" & "Case Title" and click "Submit".

Step -4

Input all the required details. Fields marked with asterisk (*) are mandatory. Upload all the required documents in PDF format. Submit the case by clicking on "Submit" Button.

Step -5

Once the case is successfully submitted, a "Unique Case ID" will be generated e.g NBP-FX-FE0D-XXXXXXX-XXXX and you will receive a confirmation email.

Step -6

Once the information provided is forwarded to SBP for regulatory approval, an email will be sent to you and the "Status" will be updated. In case of the case requiring bank's approval only, the case will be processed by the bank.

Step -7 Status

A) Once approved, the customer will see the status of the case as "Approved" in the Approved case tab.

B) In case of any discrepancy, the case will be marked as "Discrepant" and the customer can view all such cases in the discrepant case tab. The customer can resubmit the discrepant case by providing the required information/documents.

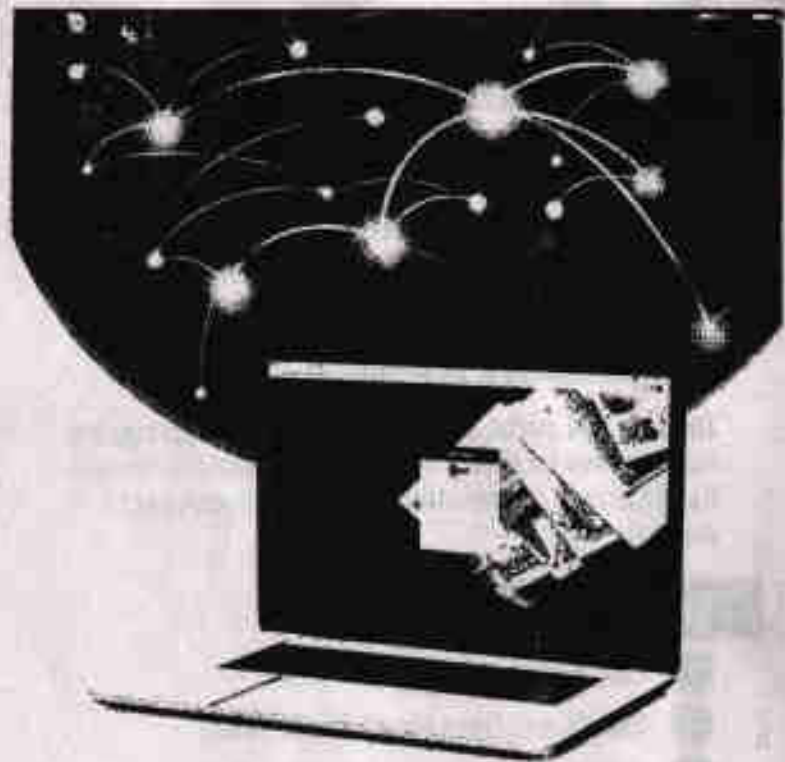
C) If the case cannot be acceded to as per SBP's FEM regulations, then the case will be "Declined" which can also be seen in the Declined case tab.

D) For any change in status, an email will be sent to the customer.

E) Customer is responsible to provide original documents as and when required by NBP and or SBP.

Disclaimer

The brochure is made available to the customers in an effort to facilitate them in using NBP FX Portal. The customers are advised in their own interest to read the terms and conditions provided on NBP FX Portal.



NBP FX PORTAL

**MANAGING FOREIGN EXCHANGE (FX)
CASES WAS NEVER SO EASY**

Login through www.nbp.com.pk
or use the following link to login directly
<https://fxapproval.nbp.com.pk>

Help Line Email: helplinefxportal@nbp.com.pk

The smartest digital way to
manage all your FX cases.



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