QUICK GUIDE NON FACE TO FACE (NFTF) PLATFORM COD DASHBOARD

1) Open web browser. Key in URL <u>https://nftf.muamalat.com.my/login</u>. Then, press enter.

- ✓ Key in "Username" / "Email" and "Password"
 - Username = ID Staff
- ✓ Then, click "Sign In "button
- ✓ If forgot password, click button "Forgotten It' and will get email notification to reset the password.

Sign into your account
Username/Email:
Password:
Forgot Password?
SIGN IN

2) To change password :

			NORIZZATI	SYAMIMI ZAINAL ABIDIN 💄
Non Face To Face Consumer Financing Acceptance			 Profile Settings Change Password 	
Show 10 v entries			Search:	➡ Logout
# Name	MyKad Number	Application ID	Status	Action

2) After login, screen dashboard will display as below :

✓ Click "View" button status "Pending COD" to process.

ihow 10 🗸 entries			Search:		
#	Name	MyKad Number	Application ID	Status	Action
1	ABDUL RAHIM BIN AZMAN	690616086481	507764	Pending COD	View

3) Then, "Non Face To Face Acceptance" screen will be displayed.

- ✓
- ✓
- Download all the document from CFE Verify all the documents & checklist Click " Approve" to proceed for disbursement ✓

Vor	Face To Face Consumer Financing Acceptance	
Var	ne: ABDUL RAHIM BIN AZMAN	
۸ył	Kad Number: 690616086481	
Apr	blication ID: 507764	
how	10 • entries Search:	
#	Description	Status
1.	To confirm that customer has read the NON FTF PDPA notice.	Verified
	Please refer to Non FTF PDPA Notice	
2.	Email to Customer:	Verified
	a. Secure email sending (zipped & encrypted) for Letter Offer.	
	b. 1st email - Send with attached docs (zipped & encrypted with password) together with NON FTF PDPA notice to customer.	
	c. 2nd email - Send password.	
3.	Video call / phone customer to brief on LO / T&Cs /PDS / other documents related to financing and;	Uploade
	Upload screen Capture of Witness certified original sighted documents as customer showing the original documents.	

	Document : PF2A5flyers-ENG1.pdf	
6.	NON FACE-TO-FACE Acceptance Attestation:	Verifie
	I hereby confirmed that there is no non-compliance event occurred in my non face-to face (FTF) process for the day and	
	further confirmed on the following:	
	 The non-FTF process conducted is according to the approved procedures and standards and all relevant requirements have been complied with. 	
	2. The documents have been sighted as true copies during the video call/conference.	
	3. Customer has given consent to capture his/her picture during the video call/conference.	
	4. CFE has duly explained to the customer on the letter of offer(LO), terms and conditions and any required explanation before executing the LO.	
	5. CFE has conducted due diligence via CCRIS/CTOS/RAMCI to verify the customer.	
7.	Extra Document :	
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4) If click "Reject" button, the screen will display as below:

- To key-in the rejection reason in remarks column Then, click "Submit" √ √

Ion Face To Face Creation	
Rejected By COD : Remarks	
image not clear	
Submit	<i>li</i>