

Treasury Management

company onboarding with JH Enterprise Workflow

What's New?

- We've added a new, clean way to customize the product configurations within the template and placed all options towards the top of the workflow. This prevents a workflow administrator from having to modify certain REST calls directly by simply modifying available variables in the "Assign" features in the beginning of the templates.
- Transfers, ACH, and ESI Products will now be auto-onboarded to the Treasury Company!

What Is It?

Using Jack Henry Enterprise Workflow, you may now fully automate the Treasury Management company onboarding process of a CIF, including:

- Onboarding the CIF as a new company in Treasury Management, including a History Note recording who initiated the workflow

Note: Using the fully automated template will set the "Unique Company ID" within Treasury Management to the company's CIF Number. If the manual input template is used, this will be the company id that is assigned when the workflow is initiated.

- Adding and activating all primary associated accounts for the company
- Creating a Super/Admin TM Channel User and sending an enrollment email to the user

Note: Using the fully automated template will use the primary email address associated with the CIF as the Super/Admin User's email address. This is where the enrollment email will be sent. If the manual input template is used, the Super/Admin User's email will be what is assigned when the workflow is initiated.

- Adding and activating the Information Reporting Product, including all eligible accounts
- Adding and activating the Transfer Product, including all eligible accounts
- Adding and activating the ACH Product
- Adding and activating the ESI Product
- Adding and activating the Stop Payment Product, including all eligible accounts
- More products and features will be added to the automation in the future!

How To Install

Prerequisites

Note: If your financial institution does not have the following, please open a support case.

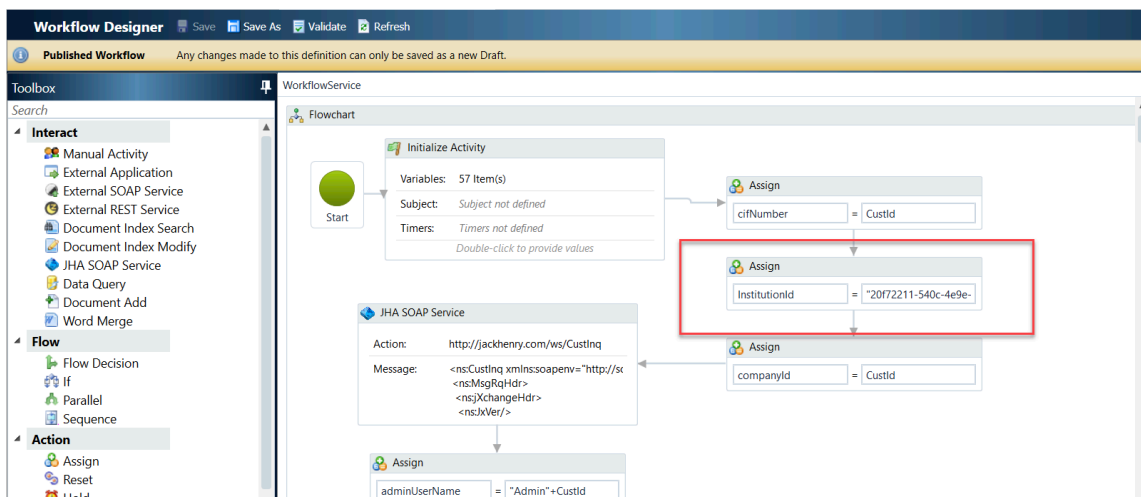
- Must be live on Treasury Management and EWF (version 2023)
- Must have "Start a Workflow" button in Silverlake installed
- Must have the Banno – Platform API Provider within Enterprise Workflow (This is what is used to authenticate Treasury APIs within the workflow.)

Install Steps (New Installs)

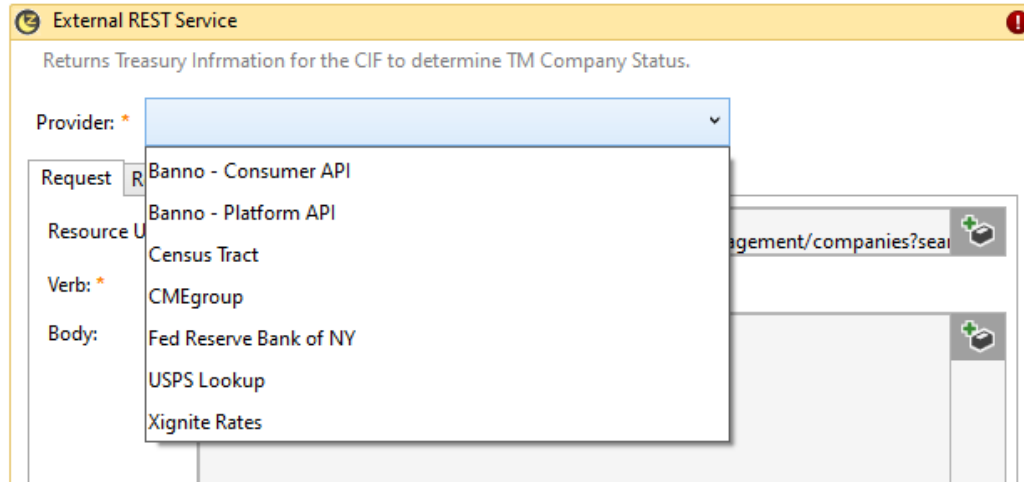
1. To begin using the new workflow template, create a case with IS Dev – NT Treasury Management requesting installation of the Treasury Management Enterprise Workflow Integration.
 - A. In this case, please include a Back Office FI Admin User for the Enterprise Workflow Integration. This user should be unique and only used for the Enterprise Workflow Integration.

Note: Depending on your bank's password expiration settings, please keep the password current and do not allow it to expire

2. Then, visit the Jack Henry Marketplace and download the new fully automated Treasury Management Workflow template. The Jack Henry Marketplace can be accessed here: <https://marketplace.jackhenry.com/Home.aspx>
3. Upon Completion of the installation, you will be provided with an "Institution ID". This will need to be added to the "Institution ID" Assign field in the Workflow Definition.



4. In each API call, click “Provider” and select “Banno – Platform API”



5. Finally, add bank group/employee permissions as to who can view and run the workflow.

Install Steps (Existing Installs)

For Financial Institutions that are already using the existing onboarding workflows, visit the Jack Henry Marketplace and download the new Treasury Management Workflow template and use this in place of the existing workflow template that is currently in use at your financial institution. The Jack Henry Marketplace can be accessed here: <https://marketplace.jackhenry.com/Home.aspx>.

If preferred, financial institutions can also follow the customization steps below to add the new elements of the template to new and/or existing workflows. Note – this may take additional time and testing than using the new workflow template from the Marketplace.

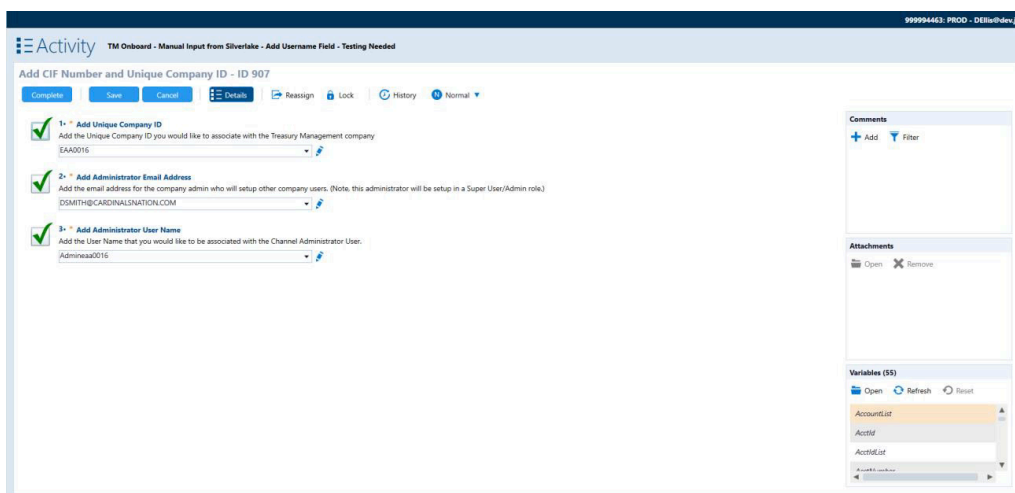
How To Use

Fully Automated Template

1. Create the New Customer’s CIF in Silverlake.
2. Add and associate all accounts with the CIF in Silverlake.
3. Ensure that the Primary Email Address field is populated with the desired Super/Administrator User’s email address.
4. Go to the CIF Screen in Silverlake. Go to Related Functions > “Start a Workflow”.
5. Select the workflow template you would like to start.
6. Click Ok.

Manual Input Template

1. Create the New Customer’s CIF in Silverlake.
2. Add and associate all accounts with the CIF in Silverlake.
3. Go to the CIF Screen in Silverlake. Go to Related Functions > “Start a Workflow”.
4. Select the workflow template you would like to start.
5. Click Ok.
6. Go to your Workflow Queue. Upon Initiation of the workflow, a manual input box should appear.
7. Assign a Unique Company ID that you would like to be associated with the company in Treasury Management
8. Assign the email address you would like to be associated with the enrollment of the Super/Administrator Company User.
9. Select “Complete”.



How To Customize

How To Remove Workflow Steps

Note: The steps below can also be used to add parts of the workflow to other new or existing workflows at your financial institution. Simply “Cut” or “Copy” steps and “Paste” to the new/existing workflow rather than “Delete”.

1. Admin User
 - A. Delete the External Rest Service titled: REST - Create the Super Administrator Channel User
 - B. Delete the External Rest Service titled: REST - Enroll the newly created super administrator user

Also, delete the Decision “Response Code = 200”, the False response beneath this step, and the Assign “Response Code = 0”

- C. Delete all steps between steps **A** and **B** above
 - D. Carry the “True” arrow from the last Assign for “Response Code = 0” to the External Rest Service titled: REST - Returns list of all primarily associated accounts for the CIF.
- 2. Information Reporting Product
 - A. Delete the External Rest Service titled: REST - Adds the Information Reporting Product

Also, delete the Decision “Response Code = 200”, the False response, and the Assign “Response Code = 0” beneath this step
 - B. Carry the “True” arrow from the last Assign for “Response Code = 0” to the External Rest Service titled: REST - Adds the Transfers Product
- 3. Transfer Product
 - A. Delete the External Rest Service titled: REST - Adds the Transfers Product

Also, delete the Decision “Response Code = 200”, the False response, and the Assign “Response Code = 0” beneath this step
 - B. Carry the “True” arrow from the last Assign for “Response Code = 0” to the External Rest Service titled: REST - Adds the ACH Product

Note: To add the Transfers Product to other workflows, the steps above will be cut/copied and pasted, as will the Sequence toward the top of the template titled “Transfer Product Parameters” along with all variables within the sequence.
- 4. ACH Product
 - A. Delete the External Rest Service titled: REST - Adds the ACH Product

Also, delete the Decision “Response Code = 200”, the False response, and the Assign “Response Code = 0” beneath this step
 - B. Carry the “True” arrow from the last Assign for “Response Code = 0” to the External Rest Service titled: REST - Adds the ESI Product

Note: To add the ACH Product to other workflows, the steps above will be cut/copied and pasted, as will the Sequence toward the top of the template titled “ACH Product Parameters” along with all variables within the sequence.
- 5. ESI Product
 - A. Delete the External Rest Service titled: REST - Adds the ESI Product

Also, delete the Decision “Response Code = 200”, the False response, and the Assign “Response Code = 0” beneath this step
 - B. Carry the “True” arrow from the last Assign for “Response Code = 0” to the External Rest Service titled: REST - Returns a list of all numerical TM Account IDs
- 6. Stop Payment Product
 - A. Delete the External Rest Service titled: REST - Returns a list of all numerical TM Account IDs
 - B. Delete the External Rest Service titled: REST - Add the Stop Payment product

Also, delete the Decision “Response Code = 200”, the False response, and the Assign “Response Code = 0” beneath this step

- C. Delete all steps between steps **A** and **B** above
- D. Carry the “True” arrow from the last Assign for “Response Code = 0” to the External Rest Service titled: REST - Return a list of product feature numerical IDs

Note: To add the Stop Payment Product to other workflows, the steps above will be cut/copied and pasted, as will the Assign toward the top of the template titled “StopPaymentApprovals”. The variable “StopPaymentApprovals” will also need to be added to a new/existing workflow.

7. Remove All Product Features

- A. Delete the External Rest Service titled: REST - Adds the Information Reporting Product
- B. Delete all consecutive steps until the “Workflow is Successful” Manual Activity
- C. Carry the “True” arrow from the last Assign for “Response Code = 0” to the “Workflow Is Successful” Manual Activity.

Note: To add all products to other workflows, the steps above will be cut/copied and pasted. The following will also need to be copied from the workflow template to the new/existing template:

- The Sequence toward the top of the template titled “Transfer Product Parameters” along with all variables within the sequence
- The Sequence toward the top of the template titled “ACH Product Parameters” along with all variables within the sequence.
- The Assign toward the top of the template titled “StopPaymentApprovals”. The variable “StopPaymentApprovals” will also need to be added to a new/existing workflow.

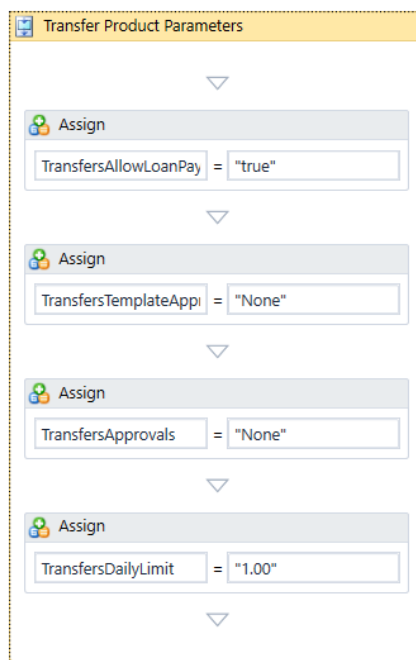
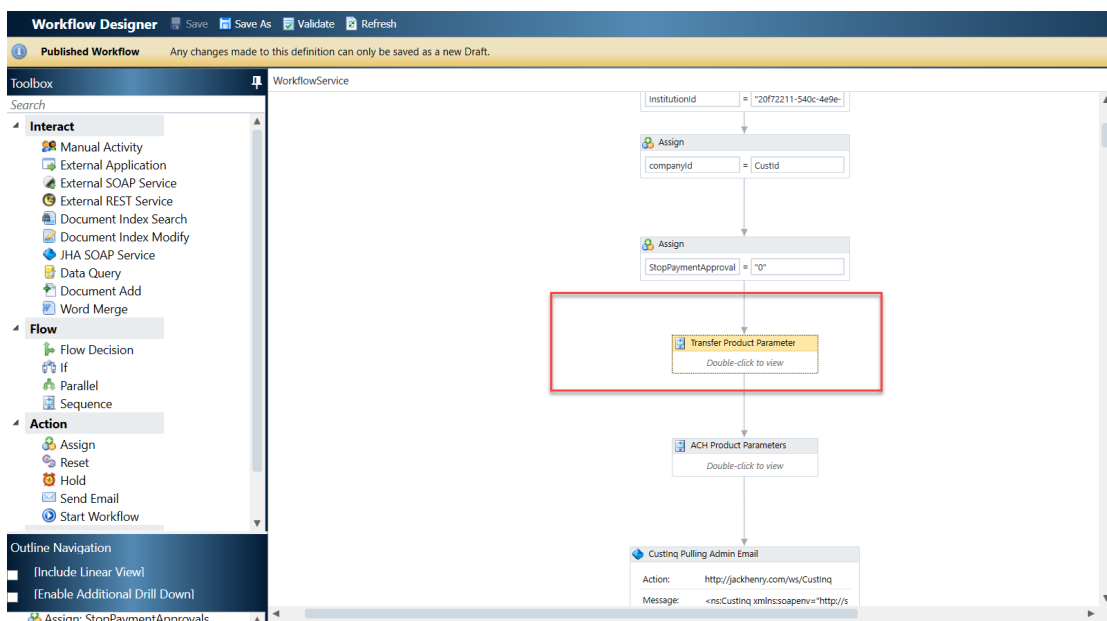
How To Modify Transfer Product Parameters

Within the Sequence for “Transfer Product Parameters” towards the top of the workflow, there are multiple variables that can be changed. Below are values that they can be changed to.

1. “TransfersAllowLoanPaymentsWhilePastDue”
 - A. Values on the right hand side of this assign can be “true” or “false”. (these values must be all lowercase.) A “true” value allows loan payments to be made when the loan is past due. Note – this cannot be set to “true” if the Institution Product Configuration has the same value set to “false”
2. “TransfersTemplateApprovals”
 - A. Values on the right hand side of this assign can be “None” , “1” , “2” , or “3”. The number reflects the number of approvals required for transfer templates to be created. Note – this cannot be set to less than the minimum required approvers set at the Institution Product Configuration within Treasury Back Office
3. “TransfersApprovals”
 - A. Values on the right hand side of this assign can be “None” , “1” , “2” , or “3”. The number reflects the number of approvals required for transfer templates to be created. Note – this cannot be set to less than the minimum required approvers set at the Institution Product Configuration within Treasury Back Office.

4. "TransfersDailyLimit"

- A. Values on the right hand side of this assign must include two integers after the decimal. This amount reflects the company's daily limit for transfers. Note – this amount cannot exceed the institution's settings for daily transfer limit.



How To Modify ACH Product Parameters

Within the Sequence for “ACH Product Parameters” towards the top of the workflow, there are multiple variables that can be changed. Below are values that they can be changed to.

1. “AchDailyLimit”
 - A. Values on the right hand side of this assign must include two integers after the decimal. This amount reflects the company’s daily limit for ACH. Note – this amount cannot exceed the institution’s settings for daily ACH limit
2. “AchRecipientApprovalCount”
 - A. Values on the right hand side of this assign can be “None” , “1” , “2” , or “3”. The number reflects the number of approvals required for ACH Recipients to be created. Note – this cannot be set to less than the minimum required approvers set at the Institution Product Configuration within Treasury Back Office
3. “AchPaymentApprovalCount”
 - A. Values on the right hand side of this assign can be “None” , “1” , “2” , or “3”. The number reflects the number of approvals required for ACH Payments to be created. Note – this cannot be set to less than the minimum required approvers set at the Institution Product Configuration within Treasury Back Office
4. “AchBatchApprovalCount”
 - A. Values on the right hand side of this assign can be “None” , “1” , “2” , or “3”. The number reflects the number of approvals required for ACH Batches to be created. Note – this cannot be set to less than the minimum required approvers set at the Institution Product Configuration within Treasury Back Office
5. “AchInternationalTemplateApprovalCount”
 - A. Values on the right hand side of this assign can be “None” , “1” , “2” , or “3”. The number reflects the number of approvals required for International ACH Templates to be created. Note – this cannot be set to less than the minimum required approvers set at the Institution Product Configuration within Treasury Back Office
6. “AchAllowSameDayAch”
 - A. Values on the right hand side of this assign can be “true” or “false”. (these values must be all lowercase.) A “true” value allows Same Day ACH for the company. Note – this cannot be set to “true” if the Institution Product Configuration has the same value set to “false”
7. “AchAllowStateTaxPayments”
 - A. Values on the right hand side of this assign can be “true” or “false”. (these values must be all lowercase.) A “true” value allows State Tax Payments for the company. Note – this cannot be set to “true” if the Institution Product Configuration has the same value set to “false”

8. "AchAllowFederalTaxPayments"

- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows Federal Tax Payments for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"

9. "AchAllowChildSupportPayments"

- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows Child Support Payments for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"

10. "AchAllowInternationalAchPayments"

- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows International ACH Payments for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"

11. "AchPaymentApprovalCount"

- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows Unbalanced ACH Payments for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"

12. "AchAllowOnUsAccessManagement"

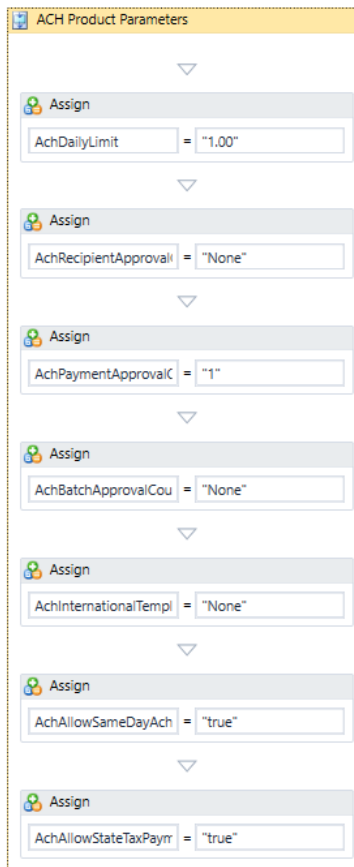
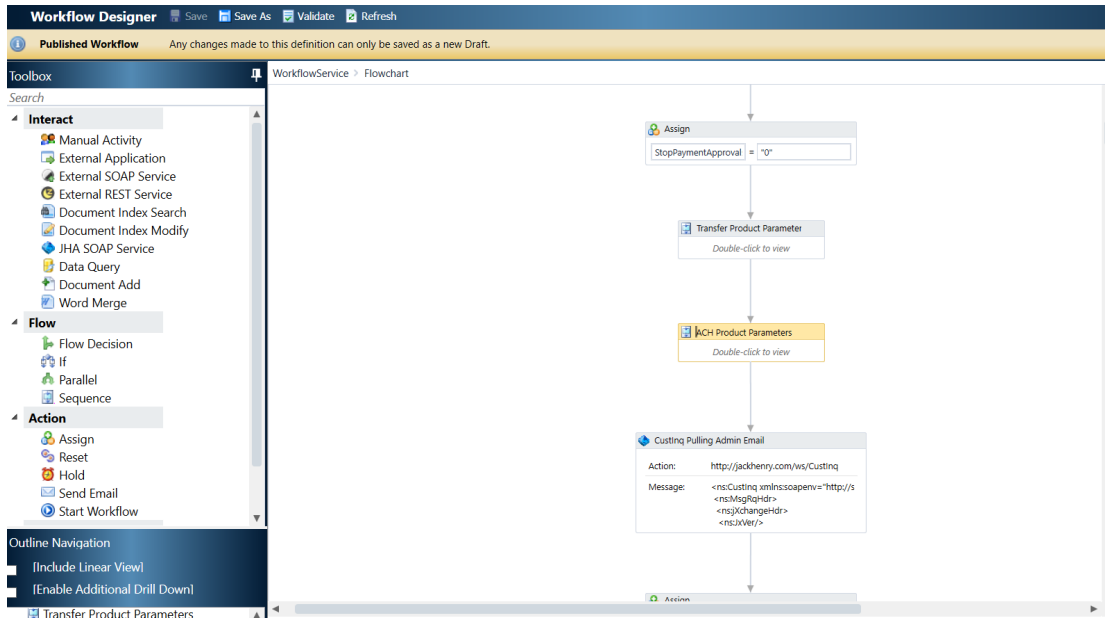
- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows On Us Access Management for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"

13. "AchAllowAchNotificationOfChange"

- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows NOCs for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"

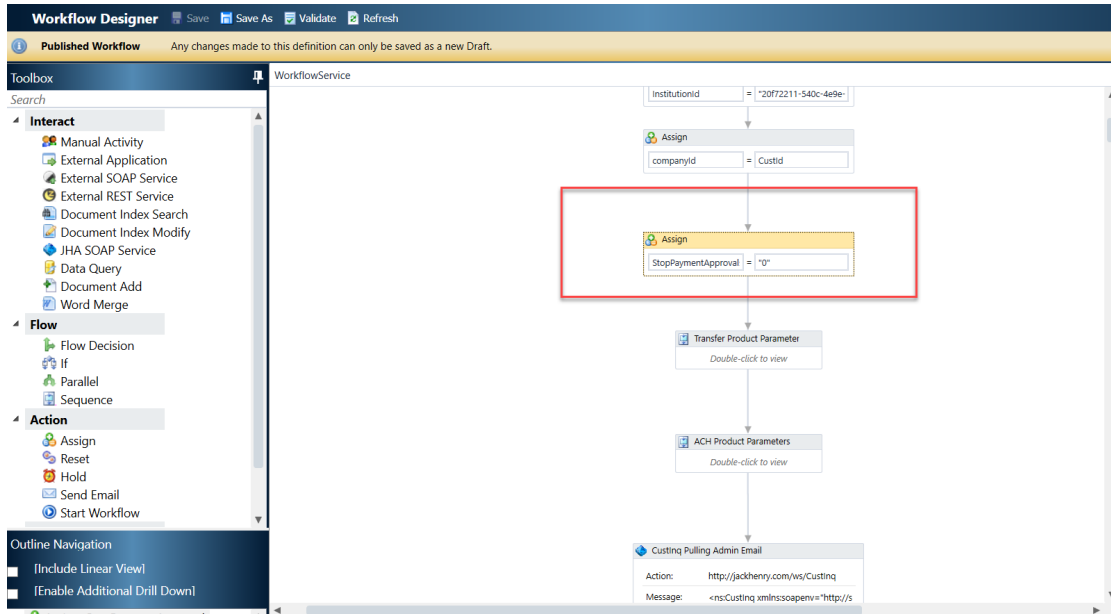
14. "AchAllowReturnReview"

- A.** Values on the right hand side of this assign can be "true" or "false". (these values must be all lowercase.) A "true" value allows Return Reviews for the company. Note – this cannot be set to "true" if the Institution Product Configuration has the same value set to "false"



How To Modify Stop Payment Approval Limits

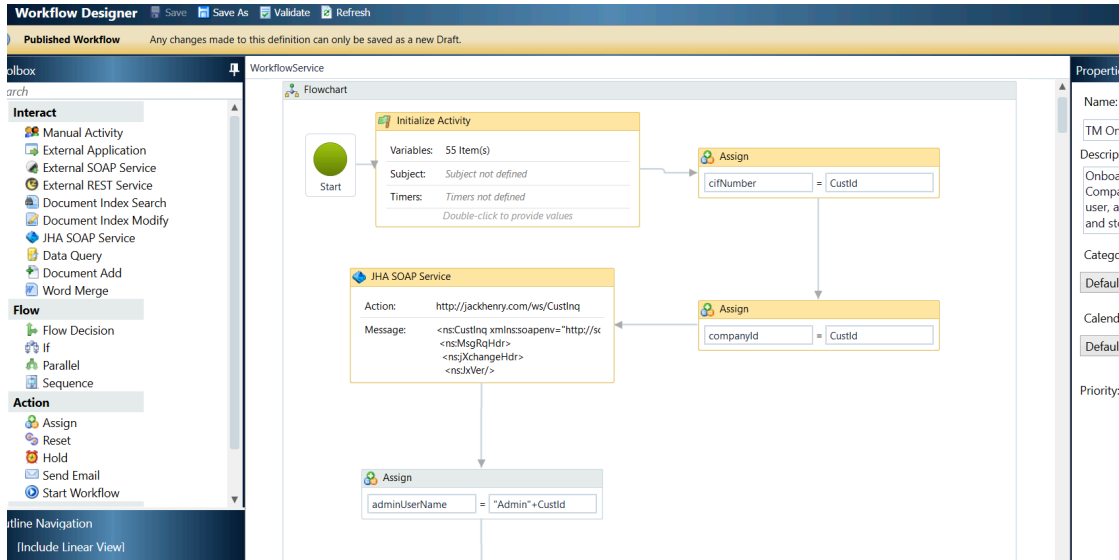
Within the Assign for “StopPaymentApprovals” towards the top of the workflow, change the value on the right hand side from “0” to “1”, “2”, or “3”. (The number reflects the number of approvals required for stop payments for the company.)



Adding Workflow Steps to Existing Workflows

Jack Henry Enterprise Workflow allows for existing workflow steps to be copied and pasted to other workflows.

1. Open both workflow definitions that you will be working with.
2. On the workflow definition you will be copying from, locate the steps you would like to copy. Click above and to the left of the first step you will be copying, then drag your mouse down to the bottom right side of the final step you wish to copy. Use Control+C to copy
 - A. Note: When you have done this successfully, you should see all steps that you desire to copy highlighted in yellow, while any steps that you did not drag your mouse over will stay gray. (see screenshot below)



3. Go to the Workflow Definition you wish to paste steps to. Locate the general area of the definition you would like to paste the steps to and use Control+V to paste.
4. Connect arrows from the existing definition to the first pasted step, then connect the last pasted step to the next available previously existing step.

Note: To add products to other workflows, beyond copying/pasting associated REST calls, the following will also need to be copied from the workflow template to the new/existing template:

- Transfers - The Sequence toward the top of the template titled "Transfer Product Parameters" along with all variables within the sequence.
- ACH - The Sequence toward the top of the template titled "ACH Product Parameters" along with all variables within the sequence.
- Stop Payments - The Assign toward the top of the template titled "StopPaymentApprovals" – the variable "StopPaymentApprovals" will also need to be added to a new/existing workflow.

Additional Customization

Should additional customization be required, customization can be done by modifying the workflow definition. The Enterprise Workflow Consulting team can also assist with customization requests upon purchase of a block of hours for consulting services. Please email Casey Geist at CaGeist@jackhenry.com for more information.

Treasury Management API Listing

Additional Technical Specifications will be added to jackhenry.dev soon. This will be announced via Service Level Announcements and For Clients Portal when available.

Note: Items within <% %> are variables set in the workflow.

- GET '/companies?searchType=CIF+Number&searchValue=<%cifNumber%>'
 - This API will return company information for the CIF Number specified.
- POST '/companies/onboard'
 - This API will onboard a new company.
- PUT '/companies/<%id%>/status'
 - This API is used to change the company status to Active. In this API call, we will also add a Company Note to record who initiated the workflow to onboard the company in Treasury Management.
- POST '/companyuser/<%id%>/users/0/userinformation'
 - This API will create a new company user.
- PUT '/companyuser/<%id%>/users/<%adminUserId%>/submit'
 - This API will submit a user for enrollment.
- GET '/accounts/<%id%>?accountType=null&includeHoldingCompanies=true'
 - This API will get a list of all primarily associated accounts. When the account type is null in the URL, the list will include all account types. When the “include Holding Companies” is true, the list will include holding company accounts that are primarily associated with the company’s CIF.
- POST '/companies/<%id%>/accounts/?activate=true'
 - This API will add accounts to a company. When “Activate” is set to “true” in the URL, it will also activate the account.
- GET '/companies/<%id%>/Accounts'
 - This API will get a list of all accounts added to a Treasury Management company. (The purpose of this API as it relates to the onboarding workflow is to get the numerical TM Account ID for each account. This Account ID is associated to the account as the account is added to a company in TM.)
- POST '/companies/<%id%> /productfeatures/informationReporting'
 - This API can be used to add the information reporting product feature for all eligible accounts to a TM company.
- POST '/companies/<%id%>/productfeatures/internalTransfer'
 - This API can be used to add the transfers product feature for all eligible accounts to a TM company.
- POST '/companies/<%id%>/productfeatures/ach'
 - This API can be used to add the ach product feature to a TM company.
- POST '/companies/<%id%>/productfeatures/electronicDocument'
 - This API can be used to add the ach product feature to a TM company.

- GET '/stopPayment/GetEligibleStopPaymentAccounts/<%id%>'
 - This API will return a list of all Stop Pay eligible accounts for a TM Company.
- POST '/stopPayment/SaveCompanyConfiguration'
 - This API will add the Stop Pay product feature and the associated accounts to Stop Payments.
- GET '/companies/<%id%>/productfeatures'
 - This API gathers the list of numerical IDs associated with any existing product features.
- POST '/companies/<%id%>/productstatus/<%ProductId%>/?status=Active'
 - This API will Activate a product feature for a company.