

Al Baraka Digital Accounts: Process Flow & Documentation Requirement:

Who can apply for Al Baraka Digital Accounts;

- Salaried
- Self employed
- Freelancer
- House wives
- Students

Following accounts are available for the customers to choose from:

- a. Asaan Digital Account (ADA):
 - i. Currency: PKR
 - ii. Maximum credit balance limit of PKR 1,000,000;
 - iii. Monthly debit limit of PKR 1,000,000;
 - iv. PayPak Debit card

- b. Asaan Digital Remittance Account (ADRA):
 - i. Currency: PKR
 - ii. Maximum credit balance limit of PKR 3,000,000;
 - iii. This account may also be fed through local credit to the extent of PKR 1,000,000 per month;
 - iv. No commercial remittances shall be deposited in the account;
 - v. PayPak Debit Card

- c. Freelancer Digital Account (FDA):
 - i. Currency: PKR/ FCY
 - ii. Monthly limit of USD 5,000 or equivalent (debit & credit limits shall be applied separately);

- d. Al Baraka Digital Account:
 - i. Currency: PKR
 - ii. Type of Account: MUD Savings / Current (based on QARD)
 - iii. Variety of selection from all the available products under Retail Banking

- e. Al Baraka Banaat Account:
 - i. Currency: PKR
 - ii. Designed specifically for women.

Process Flow for Customer:

1. Customer can apply for ABPL accounts by selecting the desired account category available on the main Digital On Boarding Page.
2. The customer will be required to enter the following information, which will be verified and stored in the system, accordingly.
 - a. Computerized National Identity Card Number
 - b. Cell Number:
 - i. The cell number has to be registered in the customer's own CNIC.
 - ii. Before proceeding to the next step System shall also validate the Mobile number of customers via CNIC/SNIC through PTA's PMD service.
 - iii. In case mobile number of customer is not registered on given CNIC/SNIC, request will not be processed and customer will be intimated immediately on the screen.
 - c. Email Address
3. The system will validate the OTP's sent to Customer's Cell number and email address, separately.
4. Customer will be intimated via email/SMS on every step once email address and cell number have successfully validated by the system
5. The system will guide the customer to enter the information step by step on every screen.
6. The Customer will be required to enter his / her details as per the identification documents.
7. Customer data will be managed screen by screen, data of previous screen will remain intact and in case of any error, customer can always resume the application from same screen.
8. The customer will be issued an application tracking number, which he/she can use to track the request Or incase if the customer wants to resume his/her last session.
9. Customer will also be able to select the debit card / Cheque book from a drop down menu, which will be linked to the account.
10. As per of the account opening requirement, the system will also ask the customer for a LIVE Selfie picture, which can easily be clicked and upload
11. Lastly, the customer will be required to upload the documents, as per the profile and the type of account selected.

The list of documents required is mentioned below:

a. For Salaried Individuals:

- i. proof of income / profession: (Any one will suffice)
- Valid Job/ Employee Card, OR
 - Employer/ Job Certificate, OR
 - Employment Contract, OR
 - Employer Letter, OR
 - Work Permit showing Profession/ Employment Details, OR
 - For Retired Persons, a copy of Retirement Letter/ Proof of Retirement, OR
 - Any other Document evidencing the Profession
- ii. Source of Income / funds documents: (Any one will suffice)
- Latest Salary Slip, OR
 - Salary Certificate, OR
 - Payment Slips/ Record, OR
 - Account Statement, OR
 - Tax Statement/ Return/ Certificate, OR
 - For Retired Persons, an evidence of Terminal Benefits/ Pension Book etc., OR
 - Any other Document evidencing Source of Income

b. For Self - employed / unemployed / non-salaried Individuals:

- i. proof of income / profession (Any one will suffice)
- Business/ Proprietor Letter Head; or any other Proof of Self Employment (e.g. Lawyer/ Doctor/ Consultant/ Freelancers/ Grocery Store/ Medical Store/ Labor Work etc.), OR
 - Partnership/ Business Deed, OR
 - Self-employed or unemployed women - Self-declaration, OR
 - Valid Student ID Card/ Letter from Educational Institute, OR
 - Valid Work Permit showing Business/ Nature of Work etc., OR
 - Any other Document evidencing the
- ii. Source of Income / funds documents: (Any one will suffice)
- Receipt of Payment against the Work, OR
 - Account Statement, OR
 - Particulars of Income/ Funds Providers (e.g. Family Members/ Guardian/ Stipends/ Social Benefits etc.), OR
 - Tax Statement/ Return/ Certificate, OR
 - Any other Document evidencing Source of Income

Turn Around Times: (TAT)

The customer will be issued a tracking number for the application request.

The maximum Turn-Around Time (TAT) for decision to open or decline the account is set to two (02) working days from the day of submission of application, and after confirmation from the relevant customer and validating the submitted documents.