

## Payments to Import & Export Control Department – IECD Payments

Please follow the steps below:

- Log in to the "ComBank Digital" Portal
- Select the Transfer / Payment menu and click on the "Transfers and Payment" tab
- Click the "Select Payment Type" drop-down and scroll down to "Bill Payments."
- Select debit Account Number
- Type the first few letters of the biller's name (e.g. IECD) or Scroll down and select "Import & Export Control Department Payments". (Refer to the following User Interface)

The screenshot shows the 'Transfers and Payments' section of the ComBank Digital portal. The breadcrumb trail is 'My Money > Payments / Transfers > Combank Card Payments > Investment'. A 'Reset Form' button is located in the top right corner. The main heading is 'Transfers and Payments'. Below this, there are several fields: 'Select Payment Type' is set to 'Bill Payments' (Pay your Bill to a Utility Company); 'From Account' is set to 'Select account'; 'Biller' is set to 'Imports & Exports Control Department Payments' (IECD License Fees). A search box contains the text 'ie|' and a dropdown menu is open, listing several billers: 'Asia Securities' (Share Trading Payments), 'C T C L S A Securities (Pvt) Ltd' (Share Trading Payments), 'Capital Trust Securities' (Share Trading Payments), 'Imports & Exports Control Department Payments' (IECD License Fees), and 'JB Securities'. The 'Imports & Exports Control Department Payments' option is highlighted in blue. Below the dropdown is a 'Retrieve payment details' button. On the left side, there are fields for 'Single Transfer' (set to a dropdown), 'IECD Piv No.', 'IECD DocRef No.', and 'IECD Payee Name'. At the bottom, there is a checkbox for 'I agree with the terms of use' and a 'Submit' button.

- When the IECD Payment option is selected, the following screen will appear:

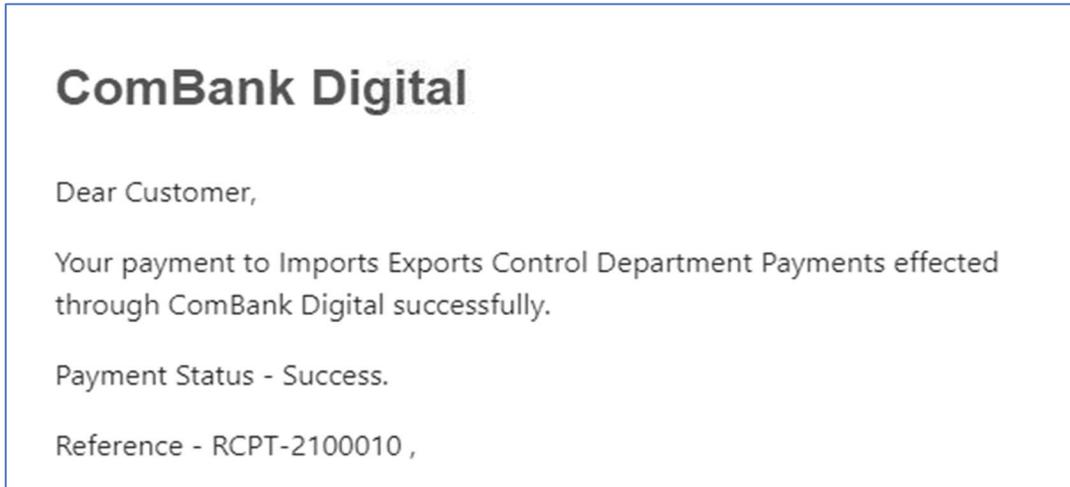
The screenshot shows a web form for making an IECD payment. At the top, the 'Biller' is set to 'Imports & Exports Control Department Payments' with a sub-label 'IECD License Fees'. Below this, the 'Single Transfer' option is selected, and the date is set to '11/10/2021' with a 'Send on 11/10/2021' label. There are three input fields for 'IECD Piv No.', 'IECD DocRef No.', and 'IECD Payee Name'. A blue button labeled 'Retrieve payment details' is positioned below these fields. At the bottom of the form, there is a radio button for 'I agree with the terms of use' and a blue 'Submit' button.

- Input the following details required
  - o IECD Piv No
  - o IECD DocRef No
  - o IECD Payee Name
- After completing the above fields, click "**Retrieve Payment Details**", the payment amount will display. (Refer to below image)

Billers	Imports & Exports Control Department Payments IECD License Fees
Single Transfer	11/10/2021 Send on 11/10/2021.
IECD Piv No.	432
IECD DocRef No.	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX
IECD Payee Name	Test
	<a href="#">Retrieve payment details</a>
Amount	7912.00
<input type="radio"/> I agree with the terms of use	<a href="#">Submit</a>

- If the details are in order, accept Terms and Conditions and click "**Submit.**"
- Input OTP and click "**Confirm**" to effect the Payment

Once the payment is completed, an email notification will be sent from "ComBank Digital", which consists of the Payment Status and the " **Receipt Number**". (Refer to below image)



If required, a Cyber receipt can be downloaded from the "Online Activity" function in the "Self-Management" menu.

	07/10/2021 12:12:49	Login	Completed
	24/09/2021 13:43:31	Logout	Completed
	24/09/2021 13:26:00	Online Activity From Date: 26-07-21 To Date: 24-09-21 Transaction Description: All	Completed
	24/09/2021 13:24:52	Bill Payment From Account:XXXXXXXXXX Billor: Imports Exports Control Department Payments Amount: 7,912.00 Action: Create Currency: LKR	Completed
	24/09/2021 13:21:53	Online Activity From Date: 26-07-21 To Date: 24-09-21 Transaction Description: All	Completed

**Cyber Receipt**

Cyber Receipt	Bill Payment	COMMERCIAL BANK
<b>Payment Date</b>	24-09-21	
<b>Payment Currency</b>	LKR	
<b>Payment Amount</b>	7,912.00	
<b>Biller Name</b>	Imports Exports Control Department Payments	
<b>IECD Piv No.</b>	432	
<b>IECD DocRef No.</b>	<del>XXXXXXXXXXXXXXXXXXXX</del>	
<b>IECD Payee Name</b>	test	
<b>Transaction Date</b>	10-11-21	