



Master control Instruction in Bulbank Online

Empowering
Communities to Progress.

 **UniCredit Bulbank**

CONTENT

Introduction	3
Submenu “Overview”	4
Section “Bank Client Information”	6
Section “Bank Client Accounts”	7
Section “Bank Client Users”	12
Section “Products and Functionalities”	13
Submenu “History of rights management requests”	14



Introduction

The functionality relates to a new role called **Master control** in Bulbank Online. It allows a legal representative or another **explicitly authorised** user in Bulbank Online for a given company to view a **Bank Client Data Overview, which includes:**

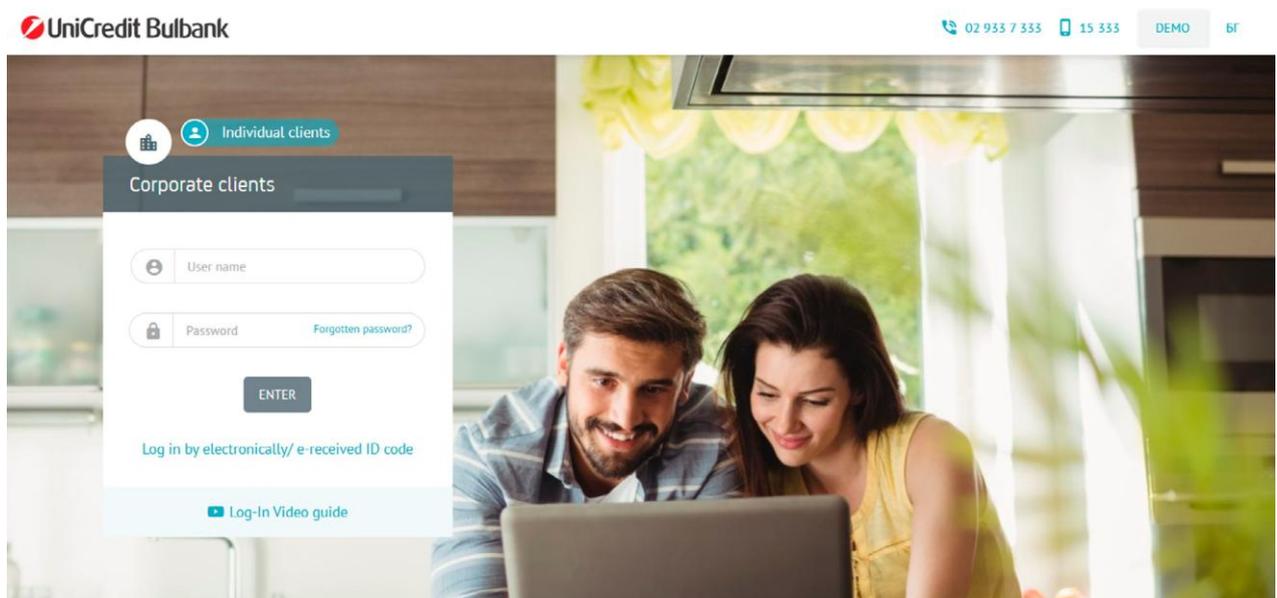
- Bank Client Information
- Bank Client Accounts
- Bank Client Users
- Products and functionalities used by the Bank Client

as well as the ability to add, remove, or modify payment rights.

Access to the **Master control** role in Bulbank Online can be obtained in **one of the following two ways:**

1. Through a systematic verification of the current status of the legal representatives' powers of attorney for legal entities in the Commercial Register, by accessing the **Settings** → **Legal Representatives** menu.
2. By submitting a **signed request form** to the Bank.

To log in to Bulbank Online, enter your username and password.



After successfully logging in to Bulbank Online, the **Master control** functionality can be found in the **Administration of profiles** menu. As a user, you can choose between the following two options:

- » **Overview**
- » **History of rights management requests**



BACK TO CONTENT



Submenu “Overview”

When you click on the **Overview** submenu, a list of bank clients will be displayed. Users with the Master Control role can view basic information for each company, including the **name, BULSTAT number, and the method of access to Master control** (either through an automatic check in the public registers or via a submitted request form).

The screenshot shows the UniCredit Bulbank Administration of profiles Overview page. The sidebar on the left contains navigation options: Home, Payments, Accounts and cards, Loans, Requests, Corporate services, Trade Finance, Digital products, Investments and markets, Administration of profiles (selected), Master control, and Update customer data. The main content area is titled "Administration of profiles" and "Overview". It includes a "Service information" section and a "Bank clients" table.

Status	Client name	BULSTAT	Rights	Version	
●	АЙЦ ТШОТБГ ЩБЩЩДЪЙВИЯ АГ	XXXXXXXXXX	📄	Standard	SHOW
●	АСМТЪА Р 27 ЦВГШ	XXXXXXXXXX	📄	Standard	SHOW
●	ЖАТТАЧГФЪШ АХ	XXXXXXXXXX	📄	Standard	SHOW
●	ЖТЦКН СЪОУ	XXXXXXXXXX	📄	Standard	SHOW
●	ЖФПК ФЩШТАВ БВЧ	XXXXXXXXXX	📄	Standard	SHOW

On the screen, structured client information is displayed. The **Version** column indicates the version of Bulbank Online to which the bank client is subscribed:

- **Standard Version** – includes the full range of functionalities available to legal entities in Bulbank Online, for which the client is subscribed.
- **Light Version** – provides access to a limited set of functionalities, including:
 - ◇ Updating client information via the digital Know Your Customer (KYC) questionnaire
 - ◇ Payments, including currency purchase and sale
 - ◇ Viewing account and card transaction details, as well as loan information

The **Status** column shows whether any edits are currently being made in the banking system for the selected client:

- If an edit is in progress, a red flag is displayed.
- If no data is being edited, a green flag is displayed.

UniCredit Bulbank

DEMO | АШАХАЪХА БГАРБГЦА ЕАИКИМБА | € | 15 | БГ | Logout

Administration of profiles

Overview

Service information

The functionality provides a possibility for legal representatives or other authorized users in Bulbank Online of one or several companies to be able to provide/remove/change rights (own or of third parties) to all current Bulbank Online functionalities (basic and additional).

Bank clients

Status	Client name	BULSTAT	Rights	Version	
●	АЙЧЦ ТШОТБГ ЩБЩЦДЪВЛЯ АГ	XXXXXXXXXX	Standard	Standard	SHOW
●	АСМТЪА Р 27 ЦВГШ	XXXXXXXXXX	Standard	Standard	SHOW
●	ЖАТТАЧГФЪШ АХ	XXXXXXXXXX	Standard	Standard	SHOW
●	ЖТЦКН СЪЮУ	XXXXXXXXXX	Standard	Standard	SHOW
●	ЖФПК ФЩШТАВ БВЧ	XXXXXXXXXX	Standard	Standard	SHOW

After clicking the **Show** button, detailed information about the selected bank client is displayed in separate sections.

Section “Bank Client Information”:

- **Basic details** of the banking client – name, BULSTAT number, accounts and bank client users in Bulbank Online.
- **Version** of Bulbank Online to which the banking client is subscribed.
- **Access method** for the Master Control role – either through an automatic check in public registers or via a submitted Request.
- **Client status** – whether edits are currently being made for the selected banking client.

The screenshot displays the 'Administration of profiles' section in the UniCredit Bulbank system. The 'Bank client information' tab is selected, and a 'DOWNLOAD' button is highlighted with a red box. Below this, a table titled 'Bank client accounts' lists three accounts:

Account	Currency	Type	Status	Learn more
BG15UNCR	EUR	Current account	Active	▼
BG23UNCR	EUR	Current account	Active	▼
BG35UNCR	BGN	Current account	Active	▼

From the '**Download**' button, you can export the current status (an overview showing the rights assigned to accounts, users, and functionalities at the moment the report is generated) in a convenient PDF format. The file is automatically generated in Bulgarian or English, depending on the language selected for the session.

Section “Bank Client Accounts”

- All **accounts** subscribed by the bank client in Bulbank Online, along with basic information about each account – **IBAN, currency, type, and status**.
- Users and their access rights to the selected account – including **limits, viewing rights, card rights, payment rights, PSD2 rights, and available actions** (such as the option to edit user rights for the selected account, but it is not possible to unsubscribe the user from that account).
- When an account is selected, a drop-down menu displays all related details.

UniCredit Bulbank DEMO

Administration of profiles

Overview

Bank client information * DOWNLOAD < BACK

• XXXXXXX OOD | XXXXXXXXXX | Standard | 9 | 10

The Standard version includes the full range of functionalities available for legal entities online banking such as payments, currency operations, account information, statements, requests, trade financing, investments and other digital products.

Bank client accounts

Account	Currency	Type	Status	Learn more
BG15UNCR	EUR	Current account	Active	▼
BG23UNCR	EUR	Current account	Active	▼
BG35UNCR	BGN	Current account	Active	▼

UniCredit Bulbank DEMO АШАХАЬХА БГАРБГЦА ЕАИКИМБА

Administration of profiles

Overview

The Standard version includes the full range of functionalities available for legal entities online banking such as payments, currency operations, account information, statements, requests, trade financing, investments and other digital products.

Bank client accounts

Account	Currency	Type	Status	Learn more
BG89UNCR	BGN	Package	Active	▼
BG93UNCR	EUR	Current account	Active	▲

АШАХАЬХА БГАРБГЦА ЕАИКИМБА 730720XXXX

Limits	Document	Daily	Weekly	Monthly										
	no limit	no limit	no limit	no limit										
<table border="1"> <thead> <tr> <th>Preview rights</th> <th>Card rights</th> <th>Payment rights</th> <th>PSD2 rights</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans ✓ Deposits </td> <td> <ul style="list-style-type: none"> ✓ Cards - all ✓ Cards - personal ✓ Card operations </td> <td> <ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending ✓ Cancellation ✓ Package </td> <td> <ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service (PIS) ✓ Confirmation on the Availability of Funds Service (FCS) </td> <td> <ul style="list-style-type: none"> ✎ </td> </tr> </tbody> </table>	Preview rights	Card rights	Payment rights	PSD2 rights	Actions	<ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans ✓ Deposits 	<ul style="list-style-type: none"> ✓ Cards - all ✓ Cards - personal ✓ Card operations 	<ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending ✓ Cancellation ✓ Package 	<ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service (PIS) ✓ Confirmation on the Availability of Funds Service (FCS) 	<ul style="list-style-type: none"> ✎ 				
Preview rights	Card rights	Payment rights	PSD2 rights	Actions										
<ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans ✓ Deposits 	<ul style="list-style-type: none"> ✓ Cards - all ✓ Cards - personal ✓ Card operations 	<ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending ✓ Cancellation ✓ Package 	<ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service (PIS) ✓ Confirmation on the Availability of Funds Service (FCS) 	<ul style="list-style-type: none"> ✎ 										

ГСПЭЦ УОАЧЬАУ ЦДОВЭЗЬ 670331XXXX

Limits	Document	Daily	Weekly	Monthly										
	no limit	no limit	no limit	no limit										
<table border="1"> <thead> <tr> <th>Preview rights</th> <th>Card rights</th> <th>Payment rights</th> <th>PSD2 rights</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans </td> <td> <ul style="list-style-type: none"> – Cards - all ✓ Cards - personal ✓ Card operations </td> <td> <ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending </td> <td> <ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service </td> <td> <ul style="list-style-type: none"> ✎ </td> </tr> </tbody> </table>	Preview rights	Card rights	Payment rights	PSD2 rights	Actions	<ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans 	<ul style="list-style-type: none"> – Cards - all ✓ Cards - personal ✓ Card operations 	<ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending 	<ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service 	<ul style="list-style-type: none"> ✎ 				
Preview rights	Card rights	Payment rights	PSD2 rights	Actions										
<ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans 	<ul style="list-style-type: none"> – Cards - all ✓ Cards - personal ✓ Card operations 	<ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending 	<ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service 	<ul style="list-style-type: none"> ✎ 										

The user with the **Master Control** role can edit the **account access rights of users who are already subscribed to the account.**

The screenshot shows the UniCredit Bulbank administration interface. The top navigation bar includes the logo, a 'DEMO' label, the user name 'АШАХАЬХА БГАРБГЦА ЕАИКИМБА', currency symbols, a settings icon, a notification bell with '15', and a 'Logout' button. A sidebar on the left contains navigation options: Home, Payments, Accounts and cards, Loans, Requests, Corporate services, Trade Finance, Digital products, Investments and markets, Administration of profiles (with sub-items: Master control and Overview), and Update customer data. The main content area is titled 'Bank client accounts' and displays a table of accounts and their associated rights.

Account	Currency	Type	Status	Learn more
BG89UNCR	BGN	Package	Active	
BG93UNCR	EUR	Current account	Active	

АШАХАЬХА БГАРБГЦА ЕАИКИМБА 730720XXXX		Limits	Document no limit	Daily no limit	Weekly no limit	Monthly no limit
Preview rights	Card rights	Payment rights	PSD2 rights		Actions	
<ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans ✓ Deposits 	<ul style="list-style-type: none"> <input type="checkbox"/> Cards - all ✓ Cards - personal ✓ Card operations 	<ul style="list-style-type: none"> ✓ Creation <input type="checkbox"/> Signing <input type="checkbox"/> Sending ✓ Cancellation ✓ Package 	<ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service (PIS) <input type="checkbox"/> Confirmation on the Availability of Funds Service (FCS) 		<ul style="list-style-type: none"> <input checked="" type="checkbox"/> <input type="checkbox"/> 	

ГСПЭЦ УОАЧЬАУ ЦДОВЭЪ 670331XXXX		Limits	Document no limit	Daily no limit	Weekly no limit	Monthly no limit
Preview rights	Card rights	Payment rights	PSD2 rights		Actions	
<ul style="list-style-type: none"> ✓ Balance ✓ Movements ✓ Loans ✓ Deposits 	<ul style="list-style-type: none"> — Cards - all ✓ Cards - personal ✓ Card operations 	<ul style="list-style-type: none"> ✓ Creation ✓ Signing ✓ Sending ✓ Cancellation ✓ Package 	<ul style="list-style-type: none"> ✓ Account Information Service (AIS) ✓ Payment Initiation Service (PIS) ✓ Confirmation on the Availability of Funds Service (FCS) 		<ul style="list-style-type: none"> <input type="checkbox"/> 	

The marked changes can be **either confirmed or rejected**. After **saving the changes for the selected user**, you can continue with other users and accounts, and **only then complete the request by signing and submitting it to the Bank.**

To finalize the changes, select the **Save** button at the bottom of the screen.

The screenshot shows the 'Administration of profiles' section of the UniCredit Bulbank interface. The sidebar on the left is the same as in the previous screenshot, with 'Overview' highlighted. The main content area displays a list of profile-related items:

- Analysis or user behaviour (ACTIVE)
- Financial indicators (ACTIVE)
- Administration of profiles (ACTIVE)

At the bottom right of the main content area, there are two buttons: 'CANCEL' and 'SAVE'. The 'SAVE' button is highlighted with a red box.

A confirmation message **appears after a successful save**, and all changes made are **highlighted on the screen**.

The screenshot displays the UniCredit Bulbank web interface. On the left is a dark sidebar with navigation options: Home, Payments, Accounts and cards, Loans, Requests, Corporate services, Trade Finance, Digital products, and Investments and markets. Under 'Administration of profiles', 'Master control' is expanded to show 'Overview' (highlighted with a red box) and 'History of rights management requests'. The main content area shows account details for 'BG74UNCR' (BGN Package, Active). Below this are three tables for different account types, each with columns for Limits, Document, Daily, Weekly, and Monthly, and sub-columns for Preview rights, Card rights, Payment rights, PSD2 rights, and Actions. The first table is for 'АШАХАБХА БГАРБЦА БАИКИМБА' (730720XXXX), the second for 'ЗАФЭ БЯСТАЮАУА НЫЖААЮА' (810119XXXX), and the third for 'НИАХ АЦСЧБАЯХДГЦ ВЪШЛБЯ' (700731XXXX). A red box highlights a green confirmation message at the bottom right: 'Changes made have been saved.' with a close button.

The request is **signed**, and a new window appears in **Bulbank Online** to review the changes made. The **previous state is also shown (change from – to)**. To confirm the request, you **must enter an M-Token code**.

Rights management
✕

Client
▲

ЖАТТАЧГФЪШ АХ
XXXXXXXXXX

Changes details
▲

BG89UNCR
BGN
Package

АШАХАЪХА БГАРБГЦА ЕАИКИМБА
730720XXXX

Preview rights		Card rights		Payment rights		PSD2 rights	
change	fromto	change	fromto	change	fromto	change	fromto
Balance	✓ ✓	Cards - all	– –	Creation	✓ ✓	Account	✓ ✓
Movements	✓ ✓	Cards - personal	✓ ✓	Signing	– ✓	Information	
Loans	✓ ✓	Card operations	– ✓	Sending	✓ ✓	Service (AIS)	
Deposits	✓ ✓			Cancellation	✓ ✓	Payment Initiation	✓ ✓
				Package	– ✓	Service (PIS)	
						Confirmation on the Availability of	✓ ✓

PRINT

Sign with M-token

In order to sign, enter the code which is visualized in SIGN CODE field of M-token app and choose GENERATE button. Then input the result in SIGN CODE field and select CONFIRM button.

31897819

Sign code

CANCEL

CONFIRM

UniCredit Bulbank

DEMO АШАХАЪХА БГАРБГЦА ЕАИКИМБА € 15° БГ Logout

Administration of profiles

Overview

- Request saved successfully.
- Request successfully signed
- Request successfully sent

BACK

Administration of profiles

- Master control
- Overview**
History of rights management requests

Update customer data

© 2025 UniCredit Bulbank AD Share with us Confidentiality Rights of use FAQ

If two or more users with the **Master Control** role need to sign, the request is sent to the **History of Rights Management Requests** submenu, under the **Pending** section.



Section “Bank client users”:

- Existing users of the bank client in Bulbank Online, along with basic information about each user – **username, ID, phone number, and e-mail address.**

The screenshot shows the 'Administration of profiles' page in the UniCredit Bulbank system. The left sidebar contains navigation options, with 'Administration of profiles' expanded to show 'Overview' (highlighted with a red box) and 'Master control'. The main content area displays 'Bank client information' for a user named 'ЖТЦ.КН СБЮУ' with ID 'XXXXXXXXXX'. Below this, there is a table for 'Bank client accounts' showing one account: BG74UNCR, BGN, Package, Active. A red box highlights the 'Bank client users' section, which contains a table with the following data:

User name	EGN/Personal...	Telephone	E-mail
АШАХАЬХА БГАРБГЦА ЕАИКИМБА	730720XXXX	35982XXX0000	test_DataMasking@unicreditgro...
ЗАФЗ БЯСГАЮАУА НЫИЖААЮА	810119XXXX	+3598XXX0000	test_DataMasking@unicreditgro...





Section “Products and Functionalities”:

- **Name** of all products and functionalities available in Bulbank Online (excluding accounts and cards).
- **Status** of each specific functionality – active or inactive for the bank client.
- **Learn More** provides the option to review users and their access rights.

The screenshot displays the UniCredit Bulbank user interface. The top navigation bar includes the UniCredit Bulbank logo, a 'DEMO' button, a user profile 'АШАХАБЪХА БГАРБГЦА ЕАИКИМБА', currency symbols (€), a settings gear, a notification bell with '15', the Bulgarian flag 'БГ', and a 'Logout' button. The left sidebar contains a menu with categories like Home, Payments, Accounts and cards, Loans, Requests, Corporate services, Trade Finance, Digital products, Investments and markets, Administration of profiles, Master control, Consents management, and Digital Platforms. Under 'Administration of profiles', the 'Overview' sub-item is highlighted with a red box. The main content area shows a table titled 'Products and Functionalities' with columns for 'Product/Functionality Name', 'Status', and 'Learn more'. The table lists various services such as 'Update customer data', 'Drawdown/repayment of revolving loan', 'Trade Finance', 'Opening of current account', 'Currency transactions confirmation', 'Change parameters of credit', 'Payment of remuneration under an agreement', 'Approval of collaterals (Trade Finance)', 'Securities Trading - Active Rights (Investments and Markets Module)', 'Securities Trading - Passive Rights (Investments and Markets Module)', and 'Bank reference applications'. Each row shows a green dot indicating 'Active' status and a 'Learn more' link.

Product/Functionality Name	Status	Learn more
Update customer data ⓘ	Active	▼
Drawdown/repayment of revolving loan ⓘ	Active	▼
Trade Finance ⓘ	Active	▼
Opening of current account ⓘ	Active	▼
Currency transactions confirmation ⓘ	Active	▼
Change parameters of credit ⓘ	Active	▼
Payment of remuneration under an agreement ⓘ	Active	▼
Approval of collaterals (Trade Finance) ⓘ	Active	▼
Securities Trading - Active Rights (Investments and Markets Module) ⓘ	Active	▼
Securities Trading - Passive Rights (Investments and Markets Module) ⓘ	Active	▼
Bank reference applications ⓘ NEW	Active	▼





Submenu History of rights management requests

- **Sent requests** – all submitted requests with “final” status.

The screenshot shows the 'Administration of profiles' interface. The 'History of rights management requests' section is active, with 'Sent requests' selected. The 'Pending' tab is highlighted. The 'Enter criteria' section includes filters for 'Last' (10), 'For date', 'Period', 'Status' (All), and 'Client' (All). A 'SHOW' button is present. Below is a table of sent requests:

Number of application	Client	Date Sent	Status
00000070	ЖТЦКН СЮУ	24 Sep 2025 14:52:36	Approved
00000066	САНРЧ - 93 ХБВЧ	26 Aug 2025 11:57:05	Approved
00000064	САНРЧ - 93 ХБВЧ	22 Aug 2025 17:15:45	Approved
00000062	САНРЧ - 93 ХБВЧ	21 Aug 2025 11:40:21	Approved

- **Pending**

All requests awaiting signature from one or more **users with the Master Control role**.

The period during which requests can be signed and submitted is **up to 7 days**. After this period, it **will no longer be possible to make changes or complete the requests** – the **Sign and Submit options will not be available**. The status will automatically change to **Expired**.

The screenshot shows the 'Administration of profiles' interface. The 'History of rights management requests' section is active, with 'Pending' selected. The 'Enter criteria' section includes filters for 'Last' (10), 'For date', 'Period', 'Status' (All), and 'Signed' (All). A 'SHOW' button is present. Below is a table of pending requests:

Number of application	Client	Last update	Status
00000069	ЖАТТАНГӨВШ АХ	24 Sep 2025 14:47:24	Collecting signatures
00000068	АСМТЪА Р 27 ЦВГШ	24 Sep 2025 14:19:19	Collecting signatures
00000067	АЙЧЦ ТШОТБГ ЦЕВШЦШЦЬВЦВЯ АГ	24 Sep 2025 14:15:57	Collecting signatures