PROJECT NAME: M-PESA	Safaricom
DOCUMENT NAME: USER MANUAL SETTING ORGANISATION API OPERATOR PASSWORD	VERSION: 1.0
COMPANY/DIVISION: PRODUCT AND SERVICE DEVELOPMENT	DATE: 19 [™] APRIL 2015

User Manual: Setting Organisation API Operator Password

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Revision Log

Revision Number	Revision Date	Revision	Revision made by
1.0	19 th April 2015	Initial Draft	Eneth Kubai

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1. Introduction

The API password is the key to sending API transactions to M-Pesa. The system administrator of the organization or a Safaricom Support Engineer can create the API operator on the web and give a web operator permission to set the API password. The API Password is set on the web and then input on the API Request. The API password must be encrypted with the caller public key before being passed in the Generic API Request.

If the password is disclosed or cracked, system security is threatened. Therefore, password protection is important.

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2. Creation of API Operator

1. The Business Administrator logs in to the organization web portal. Click on **My Functions**, then click **Operator Management**.

URL: https://org.ke.m-pesa.com/

M-PESA Search	My Functions Browse Organization	M-PESA Organization Portal 🛛 Ben Lyon 🛛 My Preference 😧 📋 📑
🕆 Home	Operator Management	*
 Shortcut 	Create All ID	

2. The Operator Management tab appears. Click the **Add** button.

M-PESA	Search My Functions Brow	wse Organization							M-PESA Organiz	ation Portal Be	en Lyon My Prefer	ence 🕢 🕴 📑
A Home Operator M	lanage 8											*
Organization Operato	r											
You can create an organization	operator, query organization operator	s based on organization operato	r's information and selec	ct a record in the	query result to ac	cess the org	ganization operator ma	inagement page				
Search for Organization	on Operator											
Organization Short Code	840103				Status		All					•
Operator ID	%				User Name		%					
Role	All			•	First Name		%					
Middle Name	%				Last Name		%					
Date of Birth					Sorting Query Res	sults By	Please Select		•			
											Search	Reset
Add												
ID Add	Organization Short Code	Organization Name	Operator ID	User Name	First Name	Middle Name	Last Name	Date of Birth	Role	Status	Suspended	Operation
				No records	found.							
Total records: 0									10 -	records 🗵	<u> </u>	Go > >

3. This page is displayed.

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A Home Op	rator Manage ×		×
Create Organiz	ation Operator		
You can create opera	ors for an organization. An organization operator can execute business operations or activities, or initiates services on behalf of an organization.		
•			
Identity Info	Assign KYC Info Review		
Identity Info			
* Organization Short	Code 840103		• 3
	Organization Name: Kopo Kopo Merchant Settlement		
	Trust Level: Top Organization Level 2		
 Authentication Typ 	Web API		
	Next Cancel		
	ţ		

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4. Select **API** and enter the preferred API **Username**. The username is the value used in the Initiator.Identifier tag in the generic API request. The username should be less than 16 characters. After entering the Username click **Next**.

M-PESA	Search My Functions Browse Organization			M-PESA Organization Portal Ben Lyon My Preference 😮) 📴
A Home Operator M	anage ×				*
Create Organization (perator				
You can create operators for a	organization. An organization operator can execute business operations or activities, or initia	tes services	on behalf of an organization.		
•	• • • •				
Identity Info	Assign KYC Info Review				
Identity Info					
Organization Short Code	840103	🧿	 Language 	English (Kenya)	- 3
	Organization Name: Kopo Kopo Merchant Settlement				
	Trust Level: Top Organization Level 2				
 Authentication Type 	V API	(2)	 User Name 	MerchantInit	3
	G	Next	Cancel		

5. On the next page choose **Web Operator Rule Profile** in the **Rule Profile** tab. Then Click the **Add** button. A drop down menu will be displayed. Choose **ORG B2C API initiator**, **Transaction Status Query ORG API** and **Balance Query ORG API** and click **OK**.

MEEA Organization Portal Ben Lya Meea Organization Operator Web Operator Rule Profile Add Role Effective Dat Effective Dat Effective Dat	M-PESA Organization Portal Ben Lyon My Preference 🕢	e			
Search : Pry functions : browse o	Select R	ole		×	
The Operator Manage 8		Role^	Description^		×
Create Organization Operator		Business Web Operator	Business Web Operator		
You can create operators for an organization. An organization operator can e	V	ORG B2C API initiator	B2C API Initiator/Caller		
Identity Info Assian KYC Info		Manage Org Initiator Password s	Manage Org Initiator Passwords	<u>م</u>	
Assign	V	Transaction Status query ORG API	Transaction Status query ORG API	Ţ	
* Rule Profile Web Operator Rule Profile	V	Balance Query ORG API	Balance Query ORG API		
		B2B Web Checker	B2B Web Checker		
Role Effective Dat		B2B Web Maker	B2B Web Maker	Operation	
		B2B ORG API Initiator	B2B ORG API Initiator		
		Business Manager	Business Manager		
			OK Cancel		

6. Click Next.

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Home Operator Manage *	8
Create Organization Operator You can create operators was organization. An organization operator can execute business operations or activities, or initiates services on behalf of an organization.	

•								
Identity Info	Assign	KYC Info	Review					
Assign								
* Rule Profile	Web Operato	Web Operator Rule Profile						
🕂 Add								
Role Effective Date			te		Expiration Date		Description	Operation
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Transaction Status query	ORG API	16/04/2015			31/12/2099		Transaction Status query ORG API	×
Balance Query ORG API		16/04/2015			31/12/2099	H	Balance Query ORG API	×
				Duras		Grand		
				Prev	ious Next	Cancel		

7. Enter the operator details and click **Next**.

Home Operator M Create Organization C	n Home Operator Manage * reate Organization Operator										
You can create operators for a	n organization. An organization operator can execut	te business operations or activities, or initiates services	on behalf of an organization.		-						
•		-0									
Identity Info	Assign KYC Info	Review									
Personal Details											
 First Name 	Eneth		Middle Name	k							
Last Name	k		Date of Birth	16/04/2000							
Gender	🔿 Male 💿 Female		Email								
Nationality	Kenvan	•	Preferred Contact Phone Number								
ID Details											
ID Type		* ID Number		ID Expiry Date	Operation						
Alien ID	▼	we34543543			+						
Contact Details											
 Preferred Notification Channel 	SMS	•	 Notification Receiving MSISDN 	254722005031							
Notification Receiving E-mail											
		Previous	cancel		Ĵ.						

8. On the next page confirm the operator details and click **Submit**.

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A Home Operator	Manage 🗵								¥
ORG B2C API initiator		16/04/2015			31/12/2099			B2C API Initiator/Caller	^
Transaction Status query O	RG API	16/04/2015			31/12/2099			Transaction Status query ORG API	
Balance Query ORG API		16/04/2015			31/12/2099			Balance Query ORG API	
KYC Info									
Personal Details									
First Name	Eneth				Middle Name	k			
Last Name	k				Date of Birth	16/04/2000			
Gender	Female				Email				
Nationality	Kenyan	ID Humb we345435		Preferred Contact Phone Number					
ID Details									
ID Type			ID Number				ID Expiry Date		
Alien ID			we34543543						H
Contact Details									
Preferred Notification Channel	SMS				Notification Receiving MSISDN	2547220050	31		
Notification Receiving E-ma	il								
				Previous	Sul mit Cancel				•

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3. Setting the Password:

- The first step is ensuring that the web Operator has the correct role (Set Restricted ORG API PASSWORD). The web operator with the correct role logs in and clicks **Search**, then clicks **Operator**. The operator should then enter the API Username in the Username field and Click **Search**.
- 2. When the Operator details are displayed, click the icon in the Operation column.

M-PESA I	My Tasks Transaction Acco	ount View Search My	Functions Brow	rse Organi	ization Report	ts			M-PESA On	ganization Portai	Test1 My Pre	terence 😗
A Home Opera	itor 8 n uperator											
Organization Short Code	840103			-	Status	All						•
Operator ID	%				User Name	%M	%Merc%					
Role	All			•	First Name	%						
Middle Name	%				Last Name	%	%					
Date of Birth			Sorting Query Resu	Its By Ple	Please Select 🔹							
											Search	Reset
ද්ප Add												
ID^	Organization Short Code^	Organization Name^	Operator ID^	User Nam	First Name^	Middle Name^	Last Name^	Date of Birth^	Role^	Status^	Suspended	Operation
20300000090032807	840103	Kopo Kopo Merchant Settlement		Merchantti	t test				ORG B2C API initiator,B2B ORG API Initiator,Tra Status query ORG API	Pending Active	No	Details

3. The API Operator details will be displayed. Click the **Set Password** button.

M-PESR My Task	ks Transaction Accou	nt View Search My Functions B	rowse Organization		M-PESA Organiza	tion Portal Stacy Apiyo My Preferen	ce 😢			
A Home Operator	× Kopo Kopo Merch ×							×		
•• • Overview	Organization Operato	or Info	n operator.	Kopo Kopo Merchant Settlement\Merchanttt(Pending Active						
Info >	Basic Info		(2)				(?)	11		
Task List	ID	20300000090032807		Identity Status	Pending Active					
 Organization Transaction 			(3)			2	(2)	E		
Initiate Transaction	Organization Short Code	840103	٢	User Name	Merchanttt		(2)			
Review Transaction	Authentication Type	API		Language	English (Kenya)					
Initiate Reversal			3				(2)			
	Rule Profile	Web Operator Rule Profile		Registration Time	14/04/2015 18:38:13			_		
			2							
	Set Password	eate Task 🛛 🔄 Send SMS						-		
	Set Password									

4. Enter the preferred password. (Must contain a capital letter, small letter, number and special character)

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M-PESA	My Task	s Transaction Accou	nt View	Search My Function	s Browse Organ	ization			M-PESA Organiz	ation Portal Stacy Apiyo My Preferen	:e 🕜	Ŀ
Home	Operator	× Kopo Kopo Merch ×										*
Overview	44	Organization Operator	or Info ition about a	Set Password Password	•••••			2	Kopo Merchant Settler	nent\Merchanttt(Pending A	ctive)	^
Task List	reaction	 Basic Info ID 	2030000	* Confirm Password	•••••			3	ending Active	Ð		
Initiate Transac	tion	Organization Short Code	840103		Submit	Cancel		_	Jerchanttt		3	E
Initiate Reversa	al	Authentication Type	API			3	Language		English (Kenya)	2	•	
		Rule Profile	Web Ope	rator Rule Profile			Registration Time		14/04/2015 18:38:13			
		🔊 Set Password 🛛 🕞 🖓										Ŧ