![AIIB - ASIAN INFRASTRUCTURE INVESTMENT BANK]

Client Portal
User Login Manual

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Registered Microsoft user
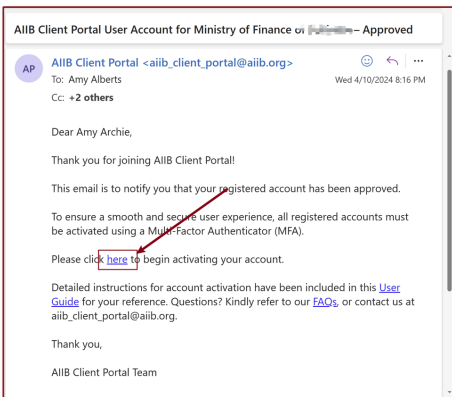
Non-registered Microsoft user

First time login
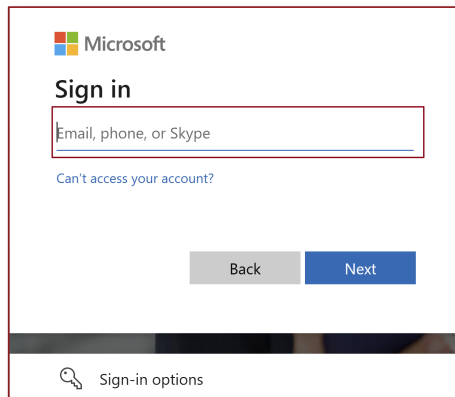
Registered Microsoft user Login

For registered Microsoft users with accounts associated with services like Outlook, OneDrive, Xbox, or Office 365, please use your existing Microsoft credentials to sign in. This will streamline the process and provide a consistent experience across all Microsoft services.
If possible, we encourage you to use your organization email credentials for this purpose.
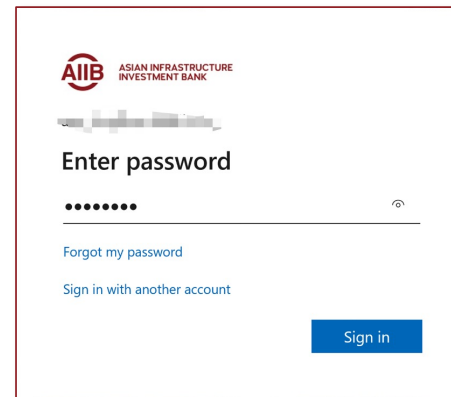
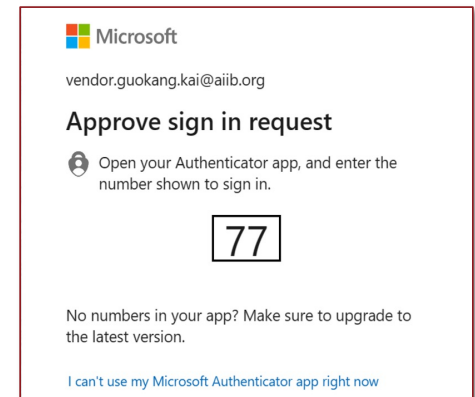**1** Click the link in the welcome email, navigation to the welcome page.

2 Enter user's registered primary email address as user login name.

3 Enter password.

4 Complete the MFA validation

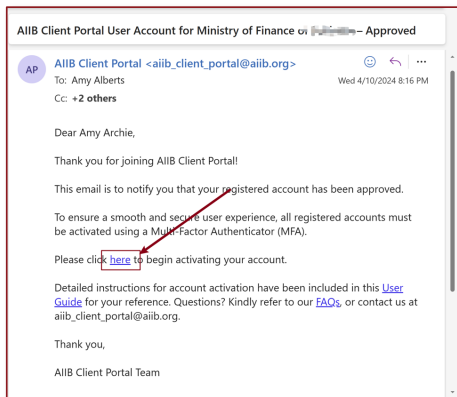https://aiibclientsportal.crm5.dynamics.com/

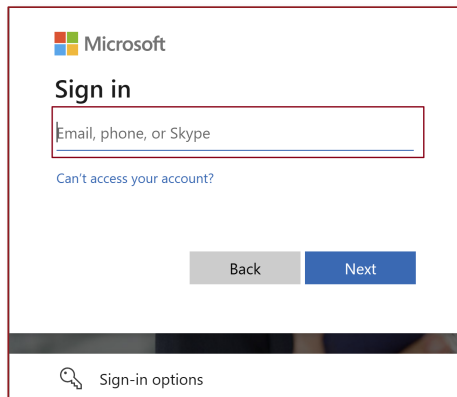※ *For the first time login, please refer to User Login – First time login section.*

Non-registered Microsoft user Login

For non-registered Microsoft users who do not have an existing Microsoft account, they would use a one-time passcode for authentication.
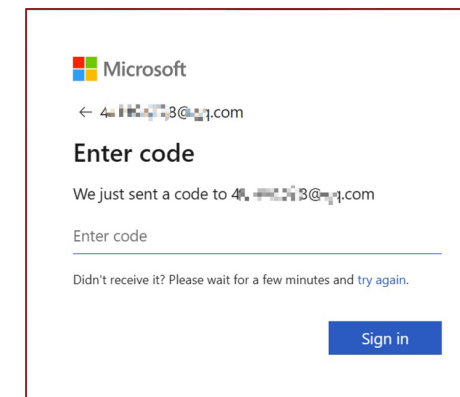
1 Click the link in the welcome email, navigation to the welcome page.
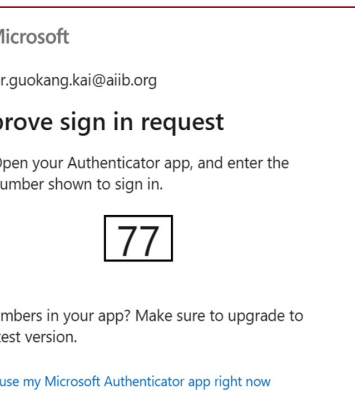
2 Enter user's registered primary email address as user login name.

3 For non-registered Microsoft user account (no password), instead of entering password, user need to enter the code that's sent to user's register mailbox.
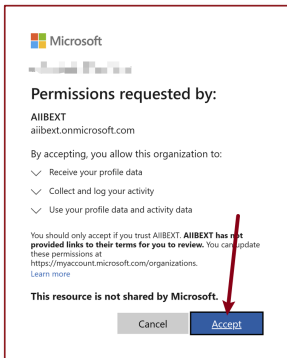
4 Complete the MFA validation

https://aiibclientsportal.crm5.dynamics.com/

※ *For the first time login, please refer to User Login – First time login section.*

4

User Login — First Time Login by APP

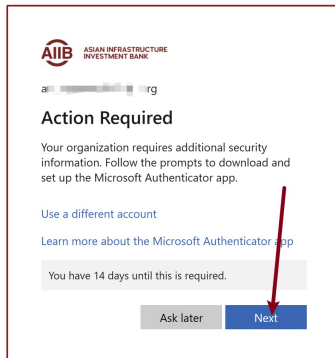1. Follow the instructions, set up MFA step by step.

1

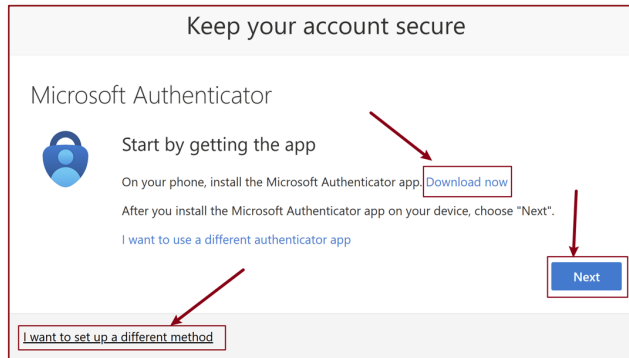Review the instructions, and click Accept.
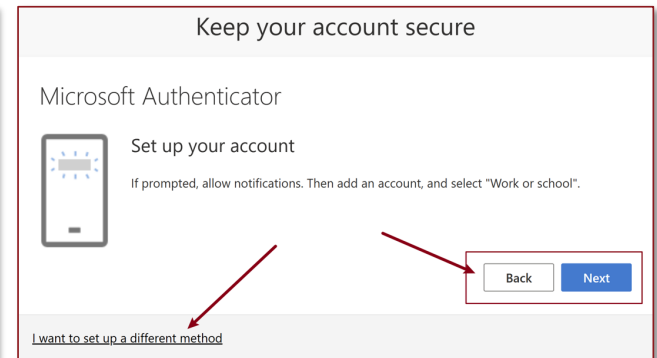
2

Click Next.

3

Click Next, if you have not downloaded the Microsoft Authenticator app yet, please click Download now.

If you want to use phone as the authentication method, please click I want to set up a different method, and select Phone from the drop-down list.

4

Click Next.

User Login — First Time Login by APP

1. Follow the instructions, set up MFA step by step.

5

Open the app on your mobile device, and sign in, and select Verified IDs on the bottom bar, click Scan QR Code.

6

Approve the notification on your mobile device.

7

Click Done to complete the MFA set up.
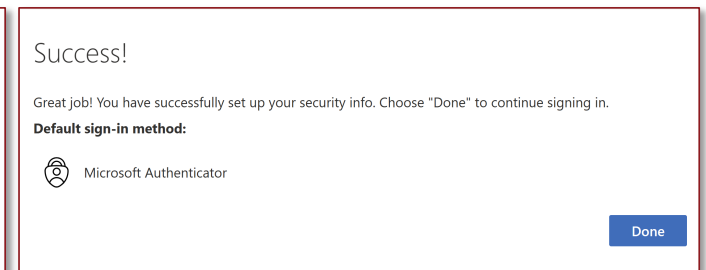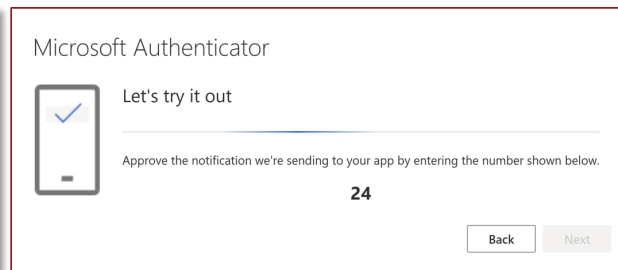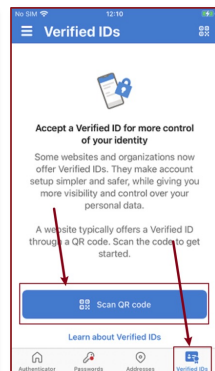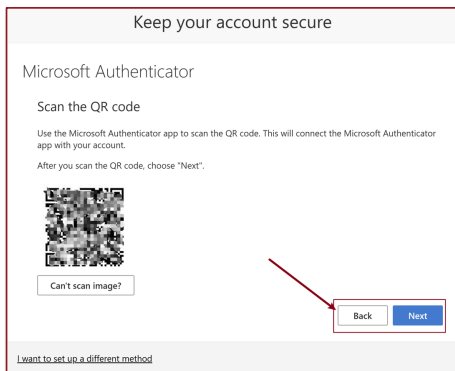
User Login — First Time Login by Phone Number
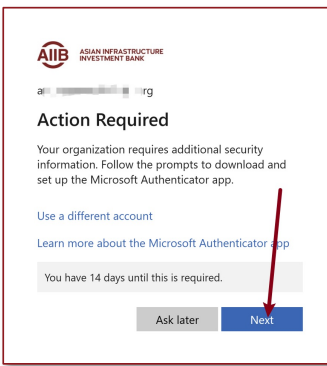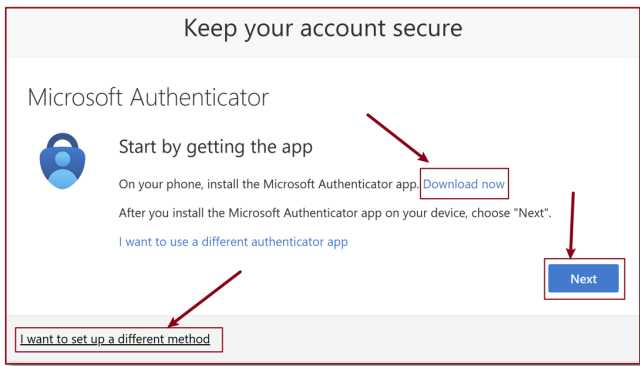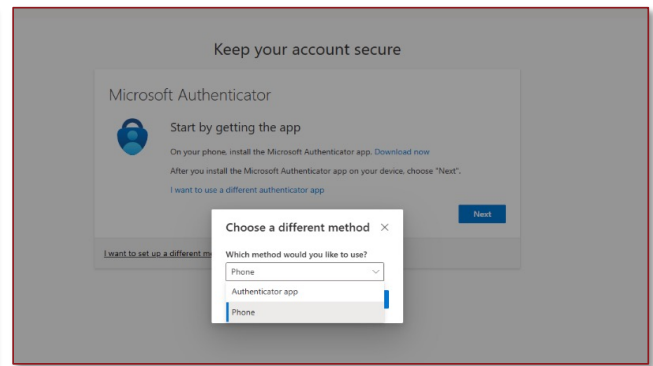
1. Follow the instructions, set up MFA step by step.

1

Review the instructions, and click Accept.

2
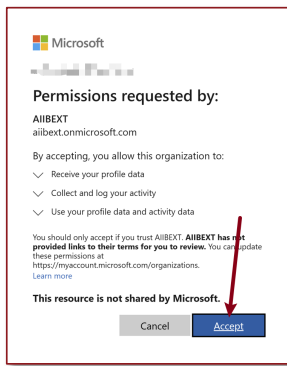
Click Next.

3

Click I want to set up a different method.

4

Click Phone.

User Login — First Time Login by APP

1. Follow the instructions, set up MFA step by step.

5
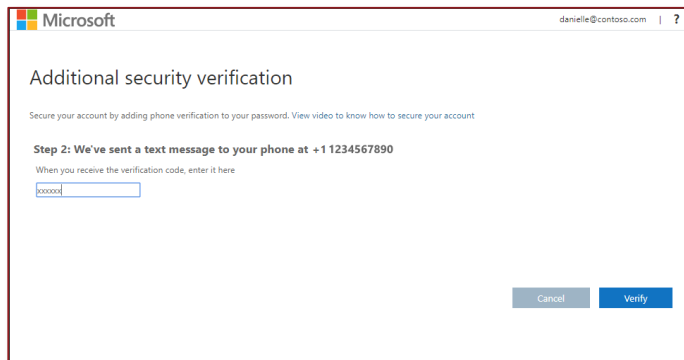
Enter mobile number.

6

Insert code received by SMS on your cell phone and click Next.

7

Click Done to complete the MFA set up.

AIIB
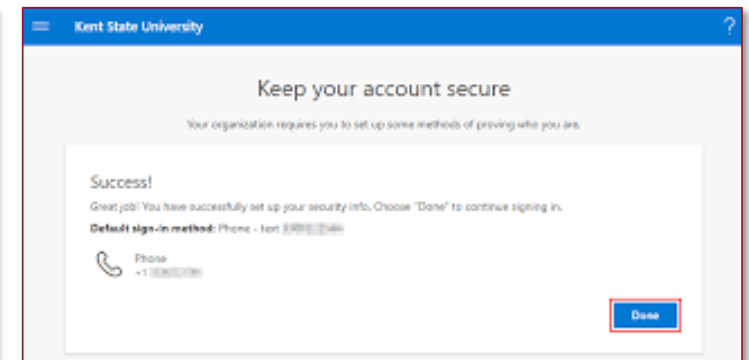
User Login — First Time Login

2. Review the policy, select Yes and click Confirm.

You can review the Privacy Policy by clicking Privacy Policy on the Landing Page.

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Thank you.