وزارة المالية
Ministry of Finance

مالية
Maliyah

Maliyah Application User Guide

Version 03

1 | What is the Maliyah Application?

A smart device application developed to provide beneficiaries (individuals and corporations) access to services offered by the Ministry of Finance.

Services Available in Version 03:

- **Adding** a New Beneficiary Code
- **Editing** a Bank Account Number
- **Editing** Corporate Data
- **Viewing** Beneficiary Transaction Requests
- **Renewing** Beneficiary Code
- **Requesting** a Commitment Letter*
- **Tracking** Payment Vouchers

Maliyah App Features:

- **Arabic and English Language Support**
- **Electronic Payment Transactions**
- **Request Status Tracking**
- **Payment Voucher Tracking & Financial Reports**
- **Login via Theqa** (E-Authentication)
- **Mala'a Service - Electronic Bank Account Retrieval**

*__Commitment Letter:__ issued by the Ministry of Finance to ensure that all amounts of a project are transferred to the beneficiary's bank account.

2 | How to Obtain the Maliyah Application:

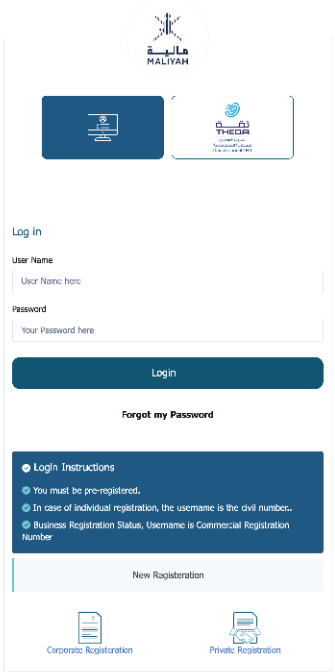
The Maliyah application can be downloaded from:

Google Play: Maliyah

Apple Store: Maliyah

3 | Accessing the Beneficiary Services System

If you are registered in the Beneficiary Services System, you can log in using either your beneficiary account details or the Oman National CERT "THEQA".



1. Login Using Beneficiary Details

To log in using your beneficiary account:

- Enter your Username and Password.
- Click Login.
- After your details are verified, you will receive a verification code (OTP) on your registered mobile number.
- Enter the OTP to complete the login process.

2. Login Using THEQA

You can also log in through the Oman National CERT "THEQA" using one of the following methods:

Authentication with a Smart ID Card

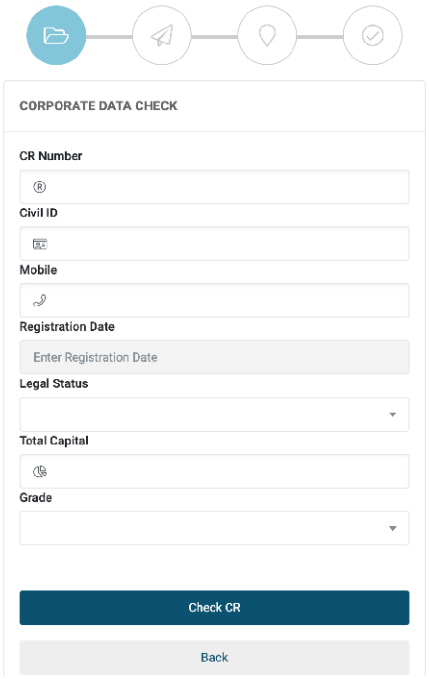
Insert your ID card into the card reader connected to your device. The system will then verify your identity directly and securely using the card details.

Authentication with a Mobile Number

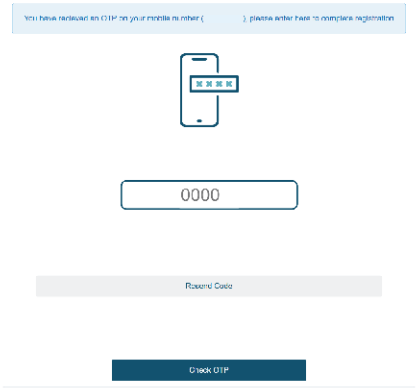
Your identity will be verified using the mobile number linked to your ID card details / civil number. After selecting this method, you will receive a notification or code on your mobile phone to confirm the login process and access your account securely.

If your corporation is not yet registered in the BSS, follow these steps:

A. Corporate Registration



- Click on **"Corporate Registration."**
- Fill in the required data.
- Click **"Check CR Data"** to validate the entered data against the records of the Ministry of Commerce, Industry and Investment Promotion.
- After successful validation, a verification code will be sent to the registered mobile number.
- Enter the verification code to complete the registration process.
- Review the corporate data and click on **“Save Corporate Data”**.



The user will receive a text message with a username and password.

B. Private Contracts

Click on Special Contract Registration.

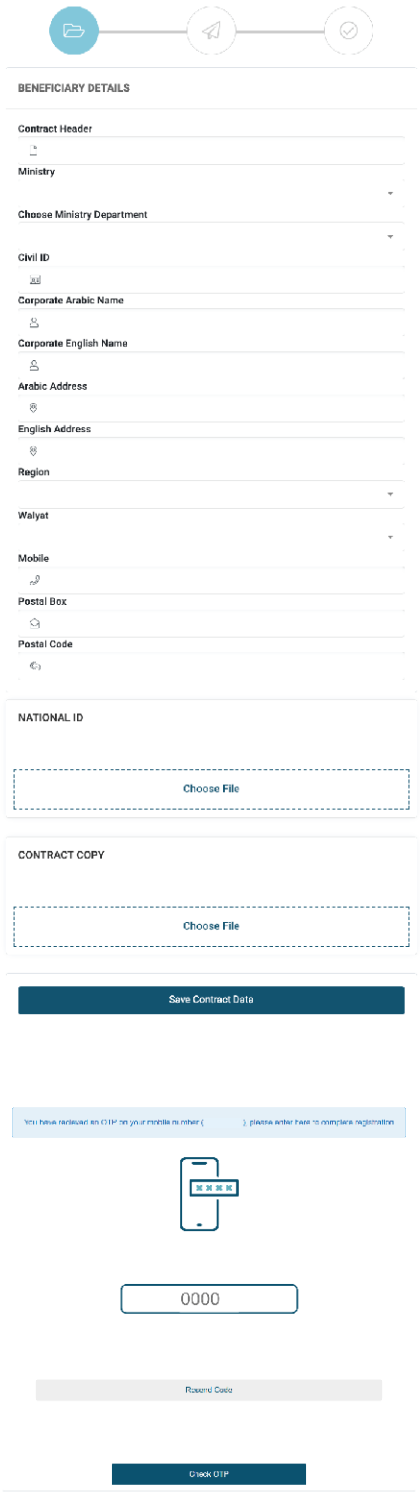
Fill in your data and attach the required document.

Click on Save Contract Data.

Following data validation, a verification code will be sent to your registered mobile number.

Enter the Verification Code in the designated field to complete the registration process.

Review your contract details and click on “Save Beneficiary Data”.



The user will receive a text message with a username and password.

4 Accessing Maliyah App Services

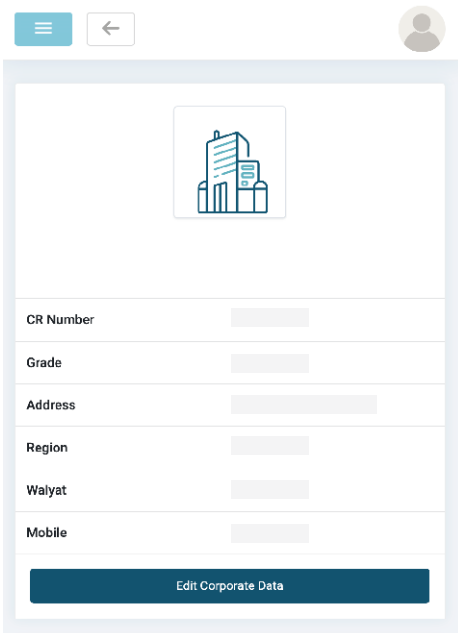
1. Editing Corporate Data:

Click on "Profile Page" to:

01 Edit corporate data registered in the BSS.

02 Review the beneficiaries list and bank account details.

03 View payment notifications (if any).



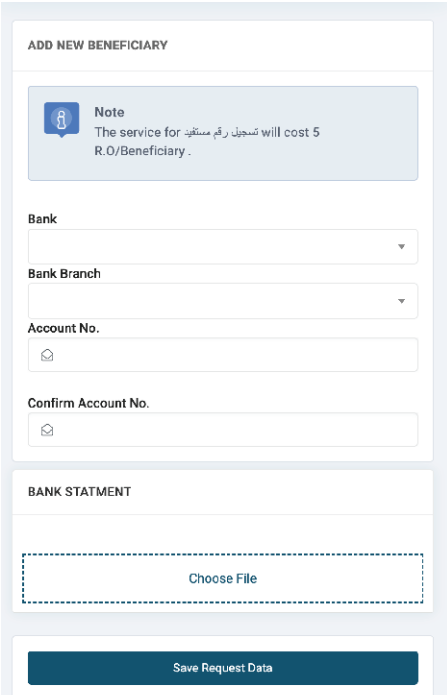
2. Viewing Beneficiary Transaction Requests

Click on “Requests” to:

- Check the status of your requests.
- Track the details of each stage.
- Cancel any submitted request.

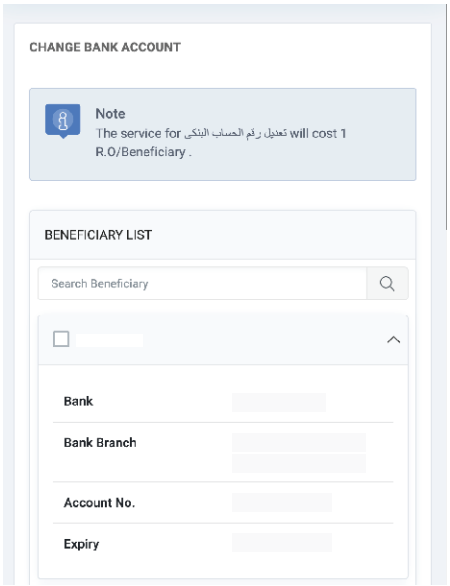
3. Adding a New Beneficiary Code:

- Click on **“Add Beneficiary”.**
- Fill in **your details** and attach the **required document.**
- Click on **Save Request Data.**



4.Editing a Bank Account Number:

- Click on **“Change Bank Account”.**
- Select the **beneficiary code.**
- Fill in **your details** and attach the **required document.**
- Click on **“Save Request Data”.**

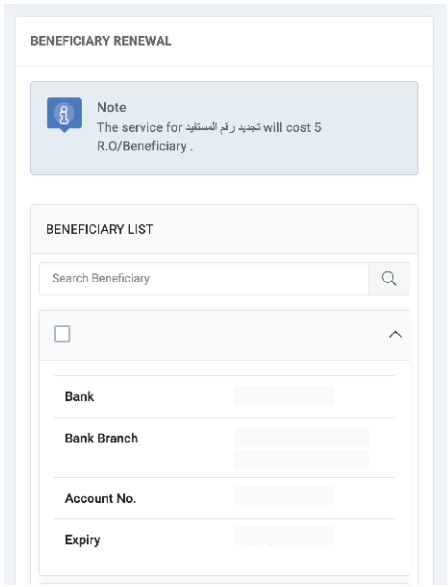


5. Renewing Beneficiary Code:

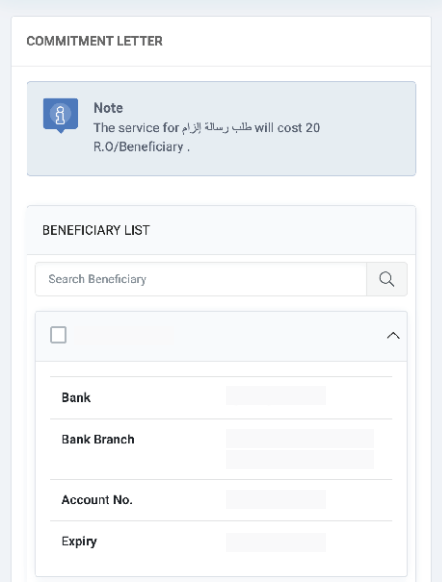
Click on **“Beneficiary Renewal”.**

Select the **expired beneficiary code.**

Click on **“Renew Beneficiary”.**

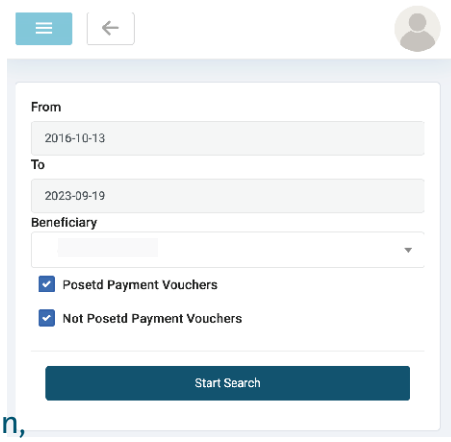


6. Requesting a Commitment Letter:



- Click on **“Commitment Letter”.**
- Select the **beneficiary code.**
- Fill in **your details** and attach the **required document.**
- Click on **“Save Request Data”.**

7. Tracking Payment Vouchers:



- Click on **“Payment Vouchers Monitor”.**
- Select the desired date range.
- Select the **beneficiary code.**
- Click on **“Start Search”** (A list of payment vouchers associated with the selected beneficiary code will appear).
- Click on a **specific payment voucher** to view detailed information, including the voucher number, contract owner, voucher value, and voucher status.

The voucher status will either show:

Contract owner: The payment voucher is currently being processed by the contract owner.

Ministry of Finance: The payment voucher has been referred to the Ministry of Finance and is undergoing processing.

The payment is being transferred to the bank: The payment has been transferred to the beneficiary's bank account.

You can now download payment vouchers directly from the app in multiple formats.

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For further information and support, please contact the Technical Support Department at:

MOF call center 24746000

www.mof.gov.om