

OCBC Bank – File format for Easi-GIRO (with 2nd ID validation)

Header

Field	Length	Attribute	Position	Man	Description
Record type	2	Numeric	1-2	Y	Header Record Indicator – Fixed 01
Tape Id	3	Char	3-5	Y	Record Running sequence. Refer to below for details.*
Branch	5	Numeric	6-10	Y	Branch of Account Right justified, pad with zeros.
Company CIF#	20	Char	11-30	Y	Company CIF number Left justified, pad with spaces.
Company name	30	Char	31-60	Y	Organization name Left justified, pad with spaces.
Company A/c	20	Numeric	61-80	Y	Company account number. Right justified, pad with zeros.
Instruction	1	Char	81-81	Y	Debit = 'D'
Reversal indicator	1	Char	82-82	Y	Default to 'N'
Crediting / Debiting Date	8	Char	83-90	Y	DDMMCCYY
Filler	40	Char	91-130	Y	Unused pad with spaces
Customer Ref	16	Char	131-146	N	Customer Ref No. Left justified, pad with spaces.
Filler	334	Char	147-480	Y	Unused pad with spaces
Total	480				

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Details

Field	Length	Attribute	Position	Man	Description
Record type	2	Numeric	1-2	Y	Detail record Indicator – Fixed 02
Account number	17	Char	3-19	Y	Customer's account number. Left justified, pad with spaces
Filler	3	Char	20-22	Y	Unused but pad with spaces. (Compulsory to comply)
Amount	17	Numeric	23-39	Y	Amount to be credited. Right justified, pad with zeroes.
Instruction	1	Char	40-40	Y	Credit ='C'
New IC number	12	Char	41-52	N	New IC No. Left justified, pad with spaces.
Old IC number	8	Char	53-60	N	Old IC No. Left justified, pad with spaces.
Txn description	20	Char	61-80	N	Payment description Left justified, pad with spaces.
Business registration no.	20	Char	81-100	N	Business registration Left justified, pad with spaces.
Reference Number	20	Char	101-120	N	Policy/Bill number Left justified, pad with spaces.
Receiving FI ID	9	Char	121-129	Y	Receiving Bank ID. Refer to below for details.**
Beneficiary Name	22	Char	130-151	Y	Employee / Bene Name Left justified, pad with spaces.
Police/Army ID/Passport No.	20	Char	152-171	N	Police /Army ID / Passport No. Left justified, pad with spaces.

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Send Via	1	Char	172-172	N	E=e-mail or F=Fax Feature only available for Velocity. If unused, pad with space.
E-mail	50	Char	173-222	N	Field is mandatory if send Invoice via E-mail. Feature only available for Velocity. If unused, pad with spaces.
Fax No	24	Char	223-246	N	Field is mandatory if send Invoice via Fax. (currently not available) Feature only available for Velocity. If unused, pad with spaces.
ID checking	1	Char	247	N	N-No. Does not required Bene Bank to check ID for crediting to account. Y – Yes. Required Bene Bank to check ID before crediting to account.
Filler	233	Char	248-480	Y	Unused pad with spaces.
Total	480				

Feature only available for Velocity.

Invoice Details – can repeat up to 950 times for each Details record

Field	Length	Attribute	Position	Man	Description
Record type	2	Numeric	1-2	Y	Invoice Detail record Indicator–Fixed 21
Invoice Details	75	Char	3-77	Y	Invoice Details.
Total	77				

Trailer

Field	Length	Attribute	Position	Man	Description
Record type	2	Numeric	1-2	Y	Trailer record Indicator – Fixed 03
Total count	6	Numeric	3-8	Y	Total item in detail record per submission. Right justified, pad with zeros.
Total amount	19	Numeric	9-27	Y	Total amount of detail record (inclusive of 2 decimals) Right justified, pad with zeros.
Hash total	20	Numeric	28-47	Y	Hash total Right justified, pad with zeros.
Filler	433	Char	48-480	Y	Unused pad with spaces.
Total	480				

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Note:

General rule, all numeric attributes right justified and pad with zeroes. All Char attributes, left justified and pad with spaces.

For all diskette/media upload, ensure that a hash total is computed and appended to the respective position.

* Tape ID: One single file cannot have the same tape ID in one day. If multiple files are submitted in ONE (1) day, all files must contained different tape IDs. Tape IDs can be repeated if one file is sent daily.

** FI Routing No: All transactions to banks will be specified in this field, by a unique routing ID. Refer to table for a detailed listing of the various banks in the GIRO community.