**Annexure – B(3)**

**Guidelines with respect to maintenance of Bank Book**

|  |  |
| --- | --- |
| **Generic File Name** | Bank Book |
| **File format** | CSV format |

Members have to maintain Bank Book considering following validation point:

**Header Record:**

|  |  |
| --- | --- |
| **Field Name** | **Structure** |
| Member Name | * Alphanumeric |
| Period | * First Date to Last Date * Format: DDMMYYYY to DDMMYYYY |
| Account Name and number | * Bank Name and Account Number |
| Account Type and Exchange: | * Account Type shall be either of Client/Settlement/Own. * Segment Type shall be: CM/FO/CDS/DEBT |

**Detail Record:**

| **S. No.** | **Fields** | **Length (Max)** | **Description** |
| --- | --- | --- | --- |
| 1. | Date | * Char (10) | * Format: DD-MM-YYYY |
| 2. | Value Date | * Char (10) | * Format: DD-MM-YYYY |
| 3. | Account Name | * Char (100) | * Alpha Numeric Account name. |
| 4. | Bank Account No. | * Char (30) | * Alpha Numeric Bank account number. |
| 5. | Unique Client Code (UCC) | * Char (20) | * As per UCC Batch Upload File Format. |
| 6. | Back Office Client Code | * Char (20) | * As per UCC Batch Upload File Format. |
| 7. | Client PAN | * Char (10) | * Alpha Numeric Client PAN (First 5 digit Alpha + 4 digit Numeric + 1 digit Alpha) |
| 8. | Narration | * Char (50) | * Alpha Numeric narration. |
| 9. | Voucher No. | * Char (20) | * Alpha Numeric voucher No. |
| 10. | Settlement No. | * Char (20) | * Alpha-Numeric 20 digit settlement No + Special Character as given below :   / = FRONT SLASH  - = HYPEN |
| 11. | Reference Number  (Chq No/RTGS Ref No./NEFT Ref No./ Any payment gateway Ref No.) | * Char (30) | * Alpha Numeric Reference number. |
| 12. | Payment (Rs.) | * Number (20) | * Amount in Numeric form. * Decimals shall be allowed upto 2 digits. |
| 13. | Receipt (Rs.) | * Number (20) | * Amount in Numeric form. * Decimals shall be allowed upto 2 digits. |
| 14. | Balance (Rs.) | * Number (20) | * Amount in Numeric form. * Decimals shall be allowed upto 2 digits. |
| 15. | Purpose | * Char (25) | * Value shall be any of the following:   Payin  Payout  Receipt-Client  Payment-Client  Settlement-Payment  Charges-Recovery  Own-A/C  Third-Party  Margin-Payment  Margin-Release  FDR-Created  FDR-Released  Cheque-Reversal  Inter-Client-Bank  Auction-close-out  Opening-Balance  Closing-Balance  Others (Please specify the transaction type if it is not falling in any one of the above) |

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