

# Banner 9

## ZSPARP1 – Generates a Positive Pay file from a DTAE Check Register (Bank of America)

Prior to running ZSPARP1, you must establish Positive Pay processing with your bank. There may be different Positive Pay formats. This process is using the May 05, 2008 format. See below. Secondly, you must set up your banking information in GXR BANK. This is a one-time set up. Refer to the ACH documentation for setting up the Bank Code and the Bank Name in Banner.

### For Technical Support Staff

If Class Updating - Each user must have maintenance access to the object ZSPARP1. Give BAN\_DEFAULT\_M on ZSPARP1 to BAN\_ARBASIC\_C.

If USER ID Updating - Each user must have maintenance access to the object ZSPARP1. Give BAN\_DEFAULT\_M on ZSPARP1 to the Banner user needing access to this report.

On the landing page enter ZSPARP1, then press enter.



### In Process Submission select **Go**

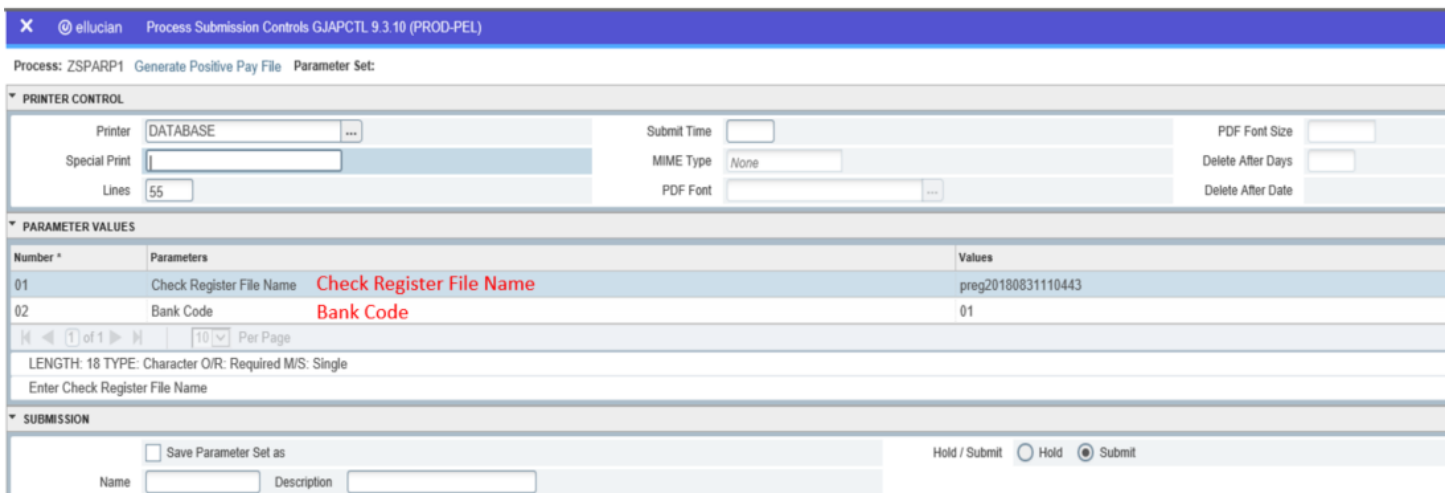


In the Printer Control Section – Enter **Database**

**Alt Page Down** to go to next section or click on the down arrow at the bottom of the page.




**Enter your Parameter Values.** Each Parameter is defined in red.




### Note:

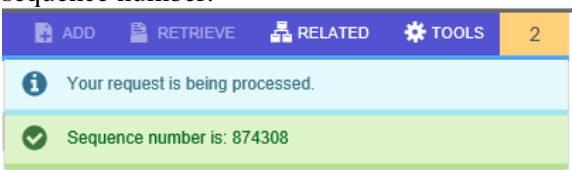
1. There will be a .log and .lis file. The .lis file will be the ARP reconciliation file.
2. Get your Check Register file name from ZFRCHK (update mode). Parameter one only requires the register file name. /u01/app/banner/dataload/general is not necessary. It is assumed.

- Use your correct Bank Code for Parameter 2. The Bank Account Number is pulled from GXR BANK, Screen One information. The ACH information on screen 2 is not needed for this process. \*Note: You must first set up your Bank Account as a non-person in SPAIDEN because the ID number generated in SPAIDEN is required in GXR BANK.
- This process creates a ZSPARP1\_lis and ZSPARP1\_log file. Your .log file should be reviewed first to make sure there are no errors. Verify your Bank Name in the .log file.
- Your .lis file is your Positive Pay file. Using 'DATABASE', bring this file to your desktop.

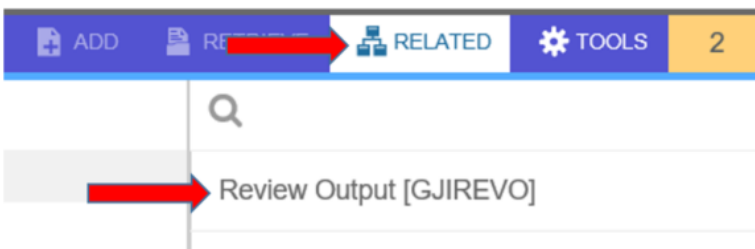
After you have entered your parameters **Alt Page Down** to go to next section or click on the down arrow at the bottom of the page. 

Press F10 to save or select the SAVE button at the bottom right corner to run the process. 

Once the process is run you will see informational message in the top right corner of your page. It will also identify the sequence number.

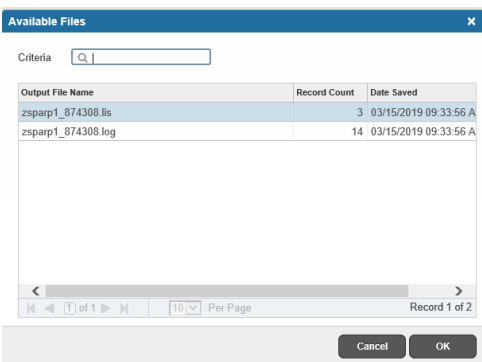
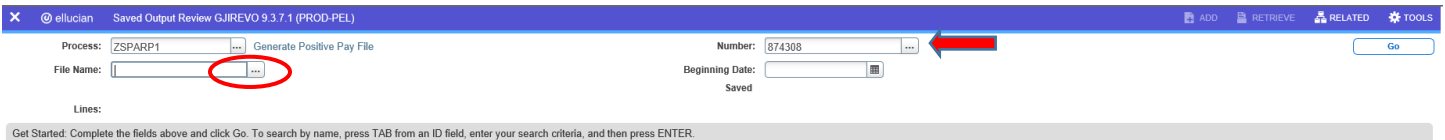


To view your .log and .lis file, click the RELATED tab at the top right of the page and then select Review Output [GJIREVO]



Click on the ... to view your .log or .lis file.

Your sequence number will be showing. (If the process is complete)



You will see your available files.

Select either your .lis file or .log to view.

Then click OK

Below is sample output information of your .lis and .log file.

This example below shows ZSPARP1.log file

```
PARAMETER (1) = [TIMEOUT]
PARAMETER (2) = XXXXXXXX
PARAMETER (3) = 874308
PARAMETER (4) = ZSPARP1

Successfully Connected to Oracle in ZSPARP1

*** Using ACH Bank Account 01
Bank Name          REGIONS OPERATING
Program:   ZSPARP1 Version 3.1

15-MAR-2019
preg20180831110443

Checks read:      +0000003
Issues formatted: +0000003
```


To go back and look at the .log file, click the Start Over button on the top right hand corner of the page.

[Start Over](#)

You can select your lis file to review.

This example below shows ZSPARP1.lis file

```
6440188052 0000H0006000000003500020180831
6440188052 000000006100000008000020180831
6440188052 000000006200000006550020180831
```

If you click the X at the top left,  you will go back to Process Submission Control GJAPCTL – Process ZSPARP1.

**Note:**

**Positive Pay File layout (May 5, 2008 format)**

|                |                        |   |
|----------------|------------------------|---|
| Account Number | Position 1, length 12  | Alphanumeric                            |
| Void Indicator | Position 13, length 1  | blank                                   |
| Check Number   | Position 14, length 10 | Numeric                                 |
| Check Amount   | Position 26, length 12 | Numeric, includes two decimal positions |
| Check Date     | Position 38, length 8  | Formatted YYYYMMDD                      |
|                | Position 44, length 57 | blank                                   |

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## Input File Processing and Formats

Your *ARP* input file can consist of issued and/or voided check information. All file information must be accurate and files must be delivered by the deadline specified.

## Automated Acknowledgement of Issue File

Bank of America provides two options for acknowledgement of issue files submitted. A same day acknowledgement file which provide a summary by account of issues and void received by the ARP application and a next day acknowledgement file that provides a summary of what posted and the detail of what rejected within the ARP application.

## Backup

You must maintain adequate backup of all input for at least five banking days after delivery to Bank of America and must retransmit your files if we request you to do so. Your failure to maintain adequate backup releases us from any liability resulting from our inability to process your input.

## Input Formats

If you will be sending input files to the bank, we recommend you use the standard input format. Your *ARP* input file can consist of issued and/or voided check information. All file information must be accurate and files must be delivered by the deadline specified.

## Input File Guidelines

### 100 Character Record Length

- ◆ Required input information: Account Number, Check Number, Issue Date and Dollar Amount (Note: Do not include decimal point, comma or dollar sign.)
- ◆ For Payee Positive Pay, Additional Data Field with Payee Name information is required.
- ◆ Optional input information: Total Record, Additional Data (i.e., payee name, company code, social security number, etc.)
- ◆ All positions right justified with preceding zeros, with the exception of the Payee name. These positions should be left justified with no zero fill.
- ◆ Multiple accounts with the same bank number may be included in the same transmission
- ◆ Only include the total item count and total dollar amount for new issues in the trailer record

### Account Reconciliation Recommended Input Layout 100 Record Length – 12-digit account number format

#### Header Record (Optional—not in ZSPARP1 file)

| FIELD NO. | FIELD DESCRIPTION       | LENGTH | POSITION       | VALUE   | FORMAT                                   |
|-----------|-------------------------|--------|----------------|---------|--|
| 1         | Account number          | 12     | 1-12           | Numeric | Right Justified<br>Zero Filled           |
| 2         | Header Record Indicator | 1      | 13             | Alpha   | The letter “H” used<br>as an indicator   |
| 3         | Date                    | 6<br>8 | 38-43<br>38-45 | Numeric | MMDDYY<br>YYMMDD<br>MMDDYYYY<br>YYYYMMDD |

#### Detail Record

| FIELD NO. | FIELD DESCRIPTION | LENGTH | POSITION | VALUE   | FORMAT                         |
|-----------|-------------------|--------|----------|---------|--------------------------------|
| 1         | Account Number    | 12     | 01-12    | Numeric | Right Justified Zero<br>Filled |
| 2         | Record Type Code  | 01     | 13       | Alpha   | O – Outstanding<br>V – Void    |
| 3         | Serial Number     | 10     | 14-23    | Numeric | Right Justified Zero<br>Filled |

|   |                 |        |                |               |  |
|---|-----------------|--------|----------------|---------------|--|
| 4 | Amount          | 12     | 24-35          | Numeric       | 9(9)V99 Right Justified Zero Filled<br><b>Note: Do not include decimal point, comma or dollar sign</b> |
| 5 | Date            | 6<br>8 | 36-41<br>36-43 | Numeric       | MMDDYY<br>YYMMDD<br>MMDDYYYY<br>YYYYMMDD   |
| 6 | Filler          | 3<br>1 | 42-44<br>44    | Space         |  |
| 7 | Additional Data | 50     | 45-94          | Alpha/Numeric | Payee Name Information for Payee Positive Pay, and other additional data                               |
| 8 | Filler          | 6      | 95-100         | Spaces        |  |
|   | Record Length:  | 100    |                |               |  |
|   | Block Size:     | 6200   |                |               |  |

### Trailer Record (Optional—not in ZSPARP1 file)

| FIELD NO. | FIELD DESCRIPTION      | LENGTH | POSITION | VALUE    | Format   |
|-----------|------------------------|--------|----------|----------|--|
| 1         | Account Number         | 12     | 01 – 12  | Numeric  | Right justified Zero Filled                            |
| 2         | Total Record Indicator | 1      | 13       | Constant | The letter "T" used as indicator                       |
| 3         | Item Count Total       | 10     | 14-23    | Numeric  | Right Justified Zero Filled                            |
| 4         | Dollar Amount Total    | 12     | 24-35    | Numeric  | 9 (10) v99 Right justified Zero Filled, Assume Decimal |
| 5         | Filler                 | 65     | 36– 100  | Spaces   |  |

**Note:** Multiple accounts within the same state may be included in the same transmission.

For the trailer record include only issue data in the total item count and total dollar amount