Cash Management Balance Reporting
Specifications - Version 2

This “cash management balance reporting” Version 2 specification copyright ownership was transferred to the Accredited* Standards Committee X9, Inc – Financial Industry Standards (ASC X9) www.x9.org from the previous copyright owner Bank Administration Institute (BAI).

As of June 24, 2009, Accredited Standards Committee X9, Inc. Financial Industry Standards filed copyright ownership. Upon the transfer of the document copyright, the ASC X9 membership initiated a new project to revise and develop the Version 2 specification to become an X9 - American National Standard. This new project revision will improve the quality of reporting information as well as allow firms to increase visibility to cash, intra-day reconciliation and liquidity management.

As reporting systems become more complex, differences in data formats can cause considerable difficulty for corporations. The BAI specification has been widely used for information reporting of account balances, transactions, lockbox detail, and controlled disbursement detail. The existing cash management reporting (BAI format) is not currently a standard; it is a commonly used format. It has many optional fields which allow variations from bank to bank. Often companies implement many variations of the specification causing a large investment in scripting and resources to integrate these format versions in their back office applications (Treasury Workstations, A/P systems, ERP, etc).

The expected outcome of the project will update the BAI specification to become an American National Standard incorporating best practices and code sets from both the current specification and the ISO 20022 CAMT (cash management) reporting messages and associated code sets. Corporations have expressed a desire for a global cash management standard that is implemented in a consistent manner by financial institutions. This initiative will promote standardized use of the former BAI formats while at the same time, ensuring interoperability with ISO 20022. By establishing a standard for communication among multiple parties, the specifications facilitate complete, accurate, and timely information reporting, and help reduce the cost of providing this service.

This dated document will be replaced by the official American National Standard when completed and approved it will be numbered X9.121.
As of January 2010, the development project is active, membership to participate in the work is open to all, and the work should be completed by December 2010. The expectation is that the document will become one of X9’s continuous maintenance American National Standards and will be maintained by ASC X9 under its documented program/process for regular publication of addenda or other revisions including procedures for timely, documented, consensus action on requests for change to any part of the standard.

*Accredited by the American National Standards Institute (ANSI) to develop and manage American National Standards for the Financial Services Industry.
Cash Management Balance Reporting Specifications Version 2

# Table of Contents

1. **Cash Management Balance Reporting** ................................. 1  
   An Overview of Balance Reporting .............................................. 1

2. **Balance Reporting Transmission Files** ................................. 3  
   Definitions of Parties ............................................................... 3  
   Uniform Type Codes ............................................................... 5  
   File Structure ................................................................. 6  
   Record Descriptions ............................................................. 7  
   File Layout ................................................................. 8  
   Record Characteristics ......................................................... 9

3. **Record Formats** .............................................................. 12  
   02 – Group Header ................................................................. 13  
   03 – Account Identifier and Summary Status ............................. 15  
   16 – Transaction Detail .......................................................... 17  
   88 – Continuation Record ....................................................... 20  
   49 – Account Trailer .............................................................. 21  
   98 – Group Trailer ................................................................. 22  
   99 – File Trailer ................................................................. 23

4. **Data Elements** ................................................................. 25  
   Account Control Total ......................................................... 25  
   Amount ................................................................................. 25  
   As-of-Date ............................................................................. 26  
   As-of-Time ............................................................................ 26  
   As-of-Date Modifier .............................................................. 26  
   Bank Reference Number ....................................................... 27  
   Block Size ............................................................................. 27  
   Customer Account Number .................................................. 27  
   Currency Code ....................................................................... 27  
   Customer Reference Number .............................................. 28  
   File Control Total ................................................................. 28  
   File Creation Date ............................................................... 29  
   File Creation Time ............................................................... 29  
   File Identification Number ................................................... 29  
   Funds Type ............................................................................. 29  
   Group Control Total ............................................................. 36  
   Group Status ......................................................................... 32  
   Item Count ............................................................................. 34  
   Number of Accounts ............................................................. 34  
   Number of Groups ............................................................... 35  
   Numbers of Records ............................................................ 35
Originator Identification .................................................................................................................. 35
Physical Record Length .................................................................................................................... 35
Receiver Identification .................................................................................................................... 36
Record Code ..................................................................................................................................... 36
Sender Identification ........................................................................................................................ 37
Text .................................................................................................................................................. 37
Type Code ......................................................................................................................................... 38
Ultimate Receiver Identification ..................................................................................................... 38
Version Number ............................................................................................................................... 39

5 Implementing Cash Management
Balance Reporting Specifications .................................................................................................. 40
Operating Procedures ...................................................................................................................... 40
Balance Reporting Request ............................................................................................................ 42
Implementation Considerations ....................................................................................................... 43

Appendix A
Uniform BAI Balance Reporting Type Codes & Type Code Ranges ............................................. 44

Appendix B
Currency Codes ............................................................................................................................... 69

Appendix C
Glossary ............................................................................................................................................ 83

Appendix D
Sample Transmission .......................................................................................................................... 89

Appendix E
S.W.I.F.T .......................................................................................................................................... 93
1 Cash Management Balance Reporting

AN OVERVIEW OF BALANCE REPORTING

Volatile interest rates and attractive investment alternatives have caused major corporations to focus increased attention on cash management. Banks have responded by offering services such as lockbox remittance processing, cash concentration, wire transfers, and controlled disbursement which help companies improve cash flow and utilize idle funds.

Of equal importance are improvements in the delivery of information about a company’s balances and transactions. The corporate treasurer’s office must know the company’s cash position to control usable funds effectively. By closely monitoring cash position, the treasurer is better able to:

- minimize idle cash balances
- assure appropriate liquidity
- take advantage of investment opportunities or reduce borrowings
- analyze and project funding needs

Formerly, information needs were relatively simple. Data such as ledger balances, available balances, and breakdown of float were usually sufficient. However, there is a trend toward more extensive reporting, including intraday position information and greater transaction detail. This trend requires increasingly sophisticated reporting systems.

When a company uses the services of only a few banks, telephone notification usually meets the treasurer’s needs. But as the number of banking relationships increases, and as information requirements become more complex, the daily task of gathering information becomes more difficult and time-consuming. In response to corporate information needs, cash management banks now offer automated balance reporting services.

Under automated reporting, the corporate customers ask each of their banks to report balance information to a central agent. The agent may be a bank, or it may be a third-party data processor. The corporate treasurer can then monitor banking relationships through a single data collection point. Many banks now offer automated reporting to an increasing number of companies. And the products themselves have become more sophisticated, allowing treasurers to manipulate and respond to the information as it is presented.

As reporting systems become more complex, differences in data formats can cause considerable difficulty. The Cash Management Balance Reporting Specifications establish a common format for exchanging data. By establishing an efficient mechanism for communication among multiple parties, the specifications facilitate complete, accurate, and timely information reporting, and help reduce the cost of providing this service.