VOCALINK

DDO
Technical specification (flat file)

VOCALINK

Service desk information

0870 010 0698
0870 165 0018
Please note that calls to the service desk may be recorded.

servicedesk@vocalink.com
www.vocalink.com

Guide information

Our reference: PN 7563
Version 1.20

About this guide

This guide provides details of the format of the file provided through the DDO service, and the format of the data within the file.

This document contains two chapters, Chapter 1 – Using the DDO and Chapter 2 – Record structures.

This document is designed to be printed double sided. Therefore, there may be some blank pages.

Contents

1 Overview of the DDO extract 3
1.1 Uses of the DDO 3
1.2 Extract availability 3
2 DDO extract content 4
2.1 File structure 4
2.2 Field characteristics 4
3 DDO record structures 5
3.1 Originator record 5
3.2 Account record 6

VocaLink Limited © 2010. All rights reserved.

The copyright in this document is owned by VocaLink Limited. All material, concepts and ideas detailed in this document are confidential to VocaLink Limited. This document shall not be used, disclosed or copied in whole or in part for any purposes unless specifically approved by VocaLink Limited.

1 Overview of the DDO extract

1.1 Uses of the DDO

The DDO (Direct Debit Originators) extract contains information on service users authorised to originate Direct Debits. The extract contains information that can be used for the resolution of customer queries relating to Direct Debits, including:

- Service user contact details for queries relating to the Direct Debit scheme
- Service user contact details for queries relating to the originator
- Information relating to the accounts the service user can originate Direct Debits from.

The information held on the DDO is updated by sponsoring banks on a daily basis. VocaLink use this information to produce the DDO extract on a daily basis.

The DDO extract is provided by VocaLink under license from Bacs Limited.

1.2 Extract availability

The DDO extract is created daily, however customers can choose how frequently they want to download the DDO, either: daily; weekly, bimonthly; monthly; quarterly or biannually.

The DDO extract is available as a flat ASCII file which is downloaded as a Zip file (report.zip) containing a flat file (report.txt). There are two different flat file formats available: comma separated and fixed width.

2 DDO extract content

2.1 File structure

The DDO extract is provided to customers as a snapshot of the data on the specified effective date, ie it is a complete copy of the DDO and not just the amendments since the previous version. The extract contains an originator record for each Direct Debit originator, and at least one account record for each originator record. Each originator record may have up to 29 account records.

Originator records are identified by a record type of "O", and have 28 fields which are divided into:

- General details

  Service user identification and record amendment date

- Scheme administrator details

  The name, address, telephone and fax details of an individual at the service user to contact with queries relating to the Direct Debit scheme

- Service user details

  The name and address of the service user for general service user enquiries, and details of the service user's Direct Debit originator setup.

Account records are identified by a record type of "A", and have 7 fields that provide information on the accounts from which the originator can originate Direct Debits, including the last amendment date for the account.

2.2 Field characteristics

Field size

All fields are space filled to their maximum length unless stated.

Note: Numeric fields can have leading zeros. Some software packages may strip leading zeros from fields. Therefore care should be taken when importing the DDO data in software packages.

Date fields

All date fields will be in the format ddmmyy.

Key fields

Originator and account records are identified by a record type of "O" or "A", respectively.

3 DDO record structures

3.1 Originator record

Field	Size	Name	Contents
1	1	Record type	Will be **O**.
2	6	Amendment date	Will be the latest amendment date in the format ddmmyy.
3	6	Service user number	Will be numeric.
4	33	Service user name	Will be alphanumeric.
Scheme administrator details			
5	33	Addressee name	Will be alphanumeric.
6	33	Postal name	Will be alphanumeric.
7	33	Address line 1	Will be alphanumeric.
8	33	Address line 2	Will be alphanumeric.
9	33	Address line 3	Will be alphanumeric.
10	25	Address line 4	Will be alphanumeric.
11	8	Postcode	Will be alphanumeric.
12	20	Telephone number	Will be alphanumeric.
13	20	Fax number	Will be alphanumeric.
Service user details			
14	33	User name add line 1	Will be alphanumeric.
15	33	User name add line 2	Will be alphanumeric.
16	33	User name add line 3	Will be alphanumeric.
17	33	User name add line 4	Will be alphanumeric.
18	33	User name add line 5	Will be alphanumeric.
19	33	User name add line 6	Will be alphanumeric.
20	4	Sponsor bank code	Will be numeric.
21	1	Originator status	Will be either **L** (live) or **T** (test).
22	1	AUDDIS status	Will be either **L** (live), **T** (test), **M** (migrate) or **N** (no).
23	2	Prior notification period	Will be numeric, zero (**0**) filled to the left where required.
24	3	Dormancy period	Will be numeric, zero (**0**) filled to the left where required.
25	6	Market segment	WIll be alphanumeric.
26	1	Amalgamation flag	Will be either **Y** (yes), **N** (no) or blank.
27	10	Reserved	Will be space filled.
28	1	Padder record	Will be **^**.

3.2 Account record

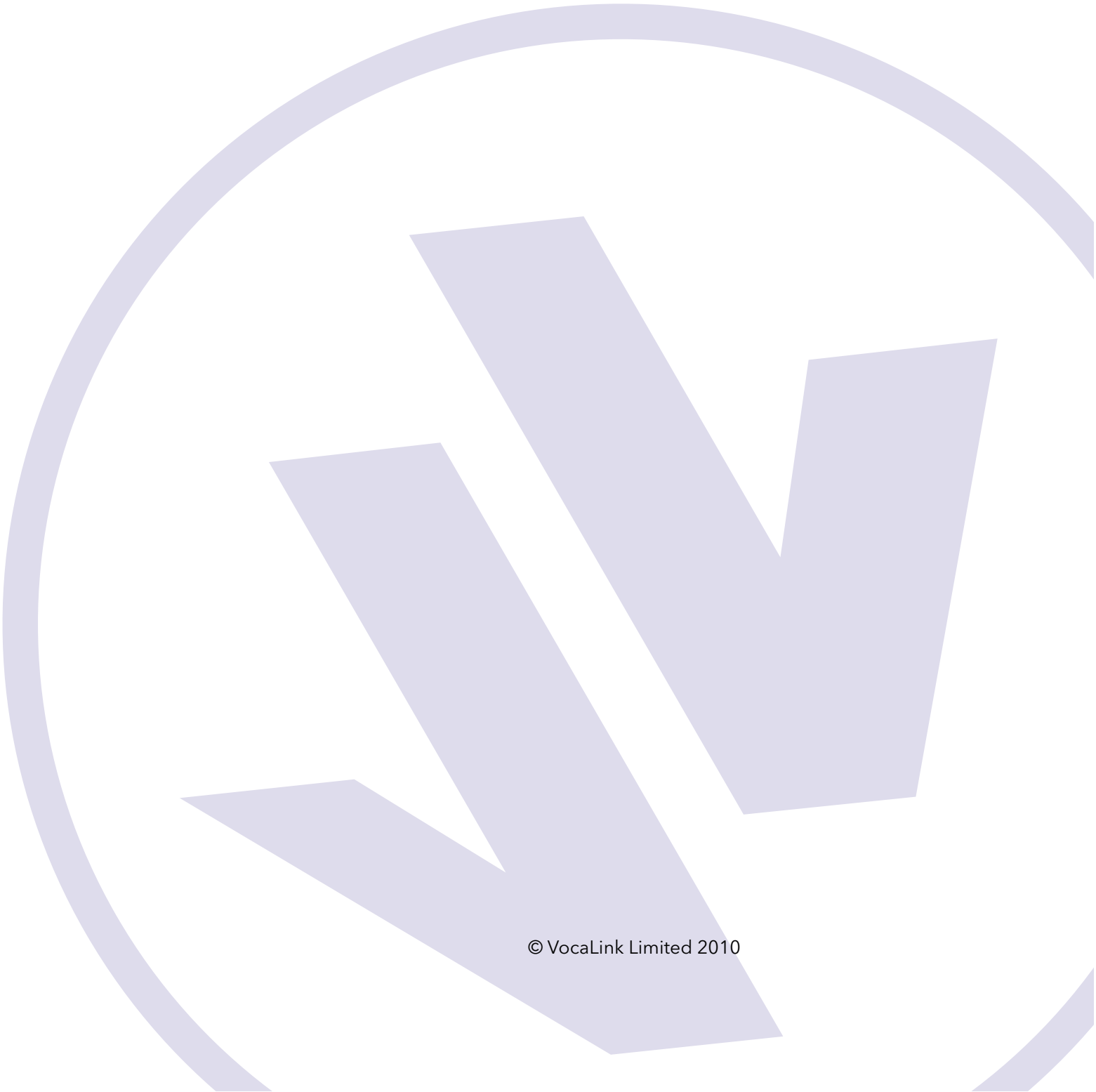
Field	Size	Name	Contents
1	1	Record type	Will be **A**.
2	6	Amendment date	Will be the latest amendment date in the format ddmmyy.
3	6	Service user number	Will be numeric.
4	6	Account sorting code	Will be numeric.
5	1	Account type	Will be either **I** (individual) or **X** (group individual).
6	18	Account name	Will be alphanumeric.
7	1	Padder record	Will be **^**.

Version history

Version	Date	Version details
1.00	13 March 2006	First release.
1.01	28 July 2006	Release following changes to the service (distribution methods).
1.10	20 July 2007	Document rebranded following the launch of VocaLink.
1.20	21 July 2010	Correction made to the length of address line 4 to be 25 characters.

Changes in this version

The length of field 10 of the originator record (section 3.1) has been corrected to be 25 characters.



© VocaLink Limited 2010