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User guide. Working with payment orders. Client-Bank (WEB) Software System. Rev. 01.11.2022

SUMMARY

The program document contains a user guide for the Client-Bank (WEB) Software System of the Client module (hereinafter – System) for working with payment orders in national and foreign currency. The user guide contains:
- Overview;
- Payment orders in national and foreign currency;

This program document is developed by Belarusbank.

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CONTENTS

1. OVERVIEW

1.1 Intended use of Payment Orders

The "Documents" "Payment Orders in national currency", "Payment Orders in foreign currency" menu allows the user to prepare, edit, sign and forward payment orders (hereinafter PO) to the bank for their further procession by the bank.

1.2 System Functions while Working with Payment Orders

The program performs the following functions:
1) Creating PO by means of manual input;
2) Creating PO by means of their import from an external file with a specified structure;
3) Editing PO;
4) Forming the external representation of PO;
5) Applying electronic digital signatures to PO for the purpose of their approval and (or) forwarding to the bank;
6) Removing electronic digital signatures from PO;
7) Making copies of PO stored in the centralized Database (hereinafter DB);
8) Deleting PO from DB;
9) Forwarding signed payment orders to the bank for their further procession by responsible officers of the bank;
10) Revocation of payment orders forwarded to the bank, but not accepted into work by responsible officers of the bank.

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2. PAYMENT ORDERS IN NATIONAL CURRENCY, PAYMENT ORDERS IN FOREIGN CURRENCY

2.1 Logging in the System

1. Launch any web-browser (Opera (64-bit version), Firefox (64-bit version), Chrome, Microsoft Edge and go to https://icb.asb.by/.

2. Enter your name and password to log in to the system and undergo identification and authentication (Fig.1). Working with the system without successful authentication and authorization of a user is impossible. Authentication and authorization of a user are executed at the Data Base Management System (DBMS) level with consideration of access rights to system modules. Logging in is executed using login and password ("Password Entry" bookmark) or using a key ("Key Entry" bookmark).

Fig.1 Page for user data input

To prevent unauthorized access to the User's data through "Client-Bank (WEB)", there is an opportunity to enter the password three times when logging in the System, upon which the access is blocked.

For unblocking, the User need to contact the corporate business service of the bank's structural subdivision serving the customer and provide an identity document to check that the data in the System is matching the client user data in the System.

When the client uses restrictions in the form of an authorized list of IP addresses for the work of its users (the configuration is performed on the bank's side), the system monitors the IP addresses of workstations and in case of logging in from an unspecified address, it will display the message "Authorization error": (Unauthorized access to the system).

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3. Select the "Documents" item on the left from the menu of the main application form to go to the list of documents available for work (Fig. 2).
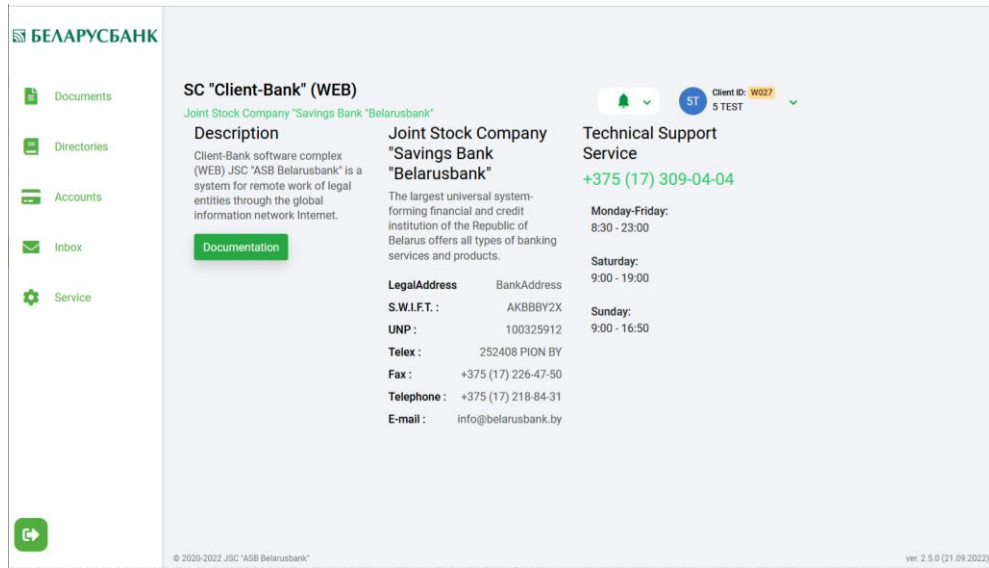

Fig. 2. Main menu of the System page.

2.2 Manual Input of PO

4. PO creation is provided in the "PO in national currency" or "PO in foreign currency" items (Fig. 3), both items are displayed by default in the upper part of the table (the active menu is put in bold), or can be selected by the user from the "Documents" menu (Fig. 3). Under the main menu items, there are windows for selecting the operating mode, document states, options for viewing the list of PP, a button for searching (Fig. 4). By default, the documents table (PO) displays documents being "in progress" with all the document states provided for in this case.
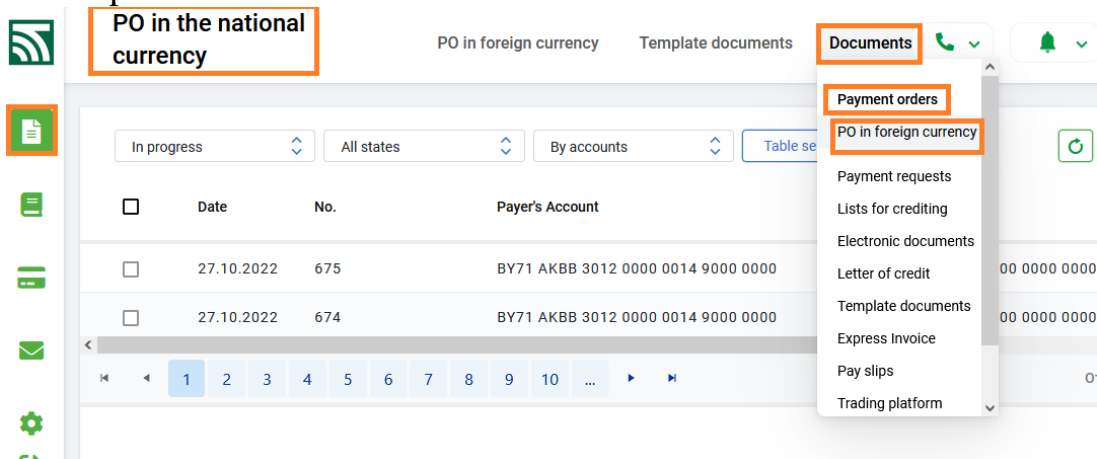

Fig. 3 Menu window for working with documents

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Fig. 4 "PO in national currency" documents window.

5. After selecting an item with a specific type of PP from the menu (PO in national currency / PO in foreign currency), click the "Create PO" button in the window opened on the right and fill in the form opened for typing (for example, PO in national currency) (Fig. 5).

Fig.5 Window for PO creation

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Fig. 6. Form for creating a payment order

6. In the hand typesetting window, you need to fill in all the required details, as well as other non-mandatory details, if necessary. All blank details mandatory to be filled in are highlighted with a red frame in the input field with indication of an error in the form of an informational message (Fig. 6). The text of such information message may change, depending on the information filled in by the user. To copy and paste text in the input fields, use the keyboard shortcuts Ctrl-C (Copy) and Ctrl-V (Paste). The transition between the fields is carried out using the mouse cursor and the Tab key (tabulation), a vertical scroll bar is provided for working in the form window. For a field with an icon ⌄ it is possible to select a value from a drop-down list, for a field with a mark ▦ there is a directory connection provided, a check box 🔵 is designed to enable/disable the corresponding attribute, the icon 🔒 shows that the field cannot be edited. Fields with a date, a calendar call is provided by clicking the mouse on the field.

7. To save the completed payment order, click the "Add" button (Fig. 7). All the information will be saved in the centralized database of the bank's server. Once the document is saved successfully, it will appear in the list of the user's POs with the "Not Posted" status.

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Fig. 7. The "Create PO" window. Saving a payment order in the database.

Fig. 8 Window with saved PO in the database (DB).

2.3 Operations and functionalities for work with POs

1. Later on, to work with a separate document (PO) in the document table, standalone function buttons are provided for use, located on the right within the line

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(document), , a button for viewing the document: button for document change: button for the menu with set of operations: .

2. To work with a group of documents, there are buttons located in the lower right corner of the screen form of the document table and they become active if the document(s) are selected: , button calls an additional operations menu (Fig. 9).
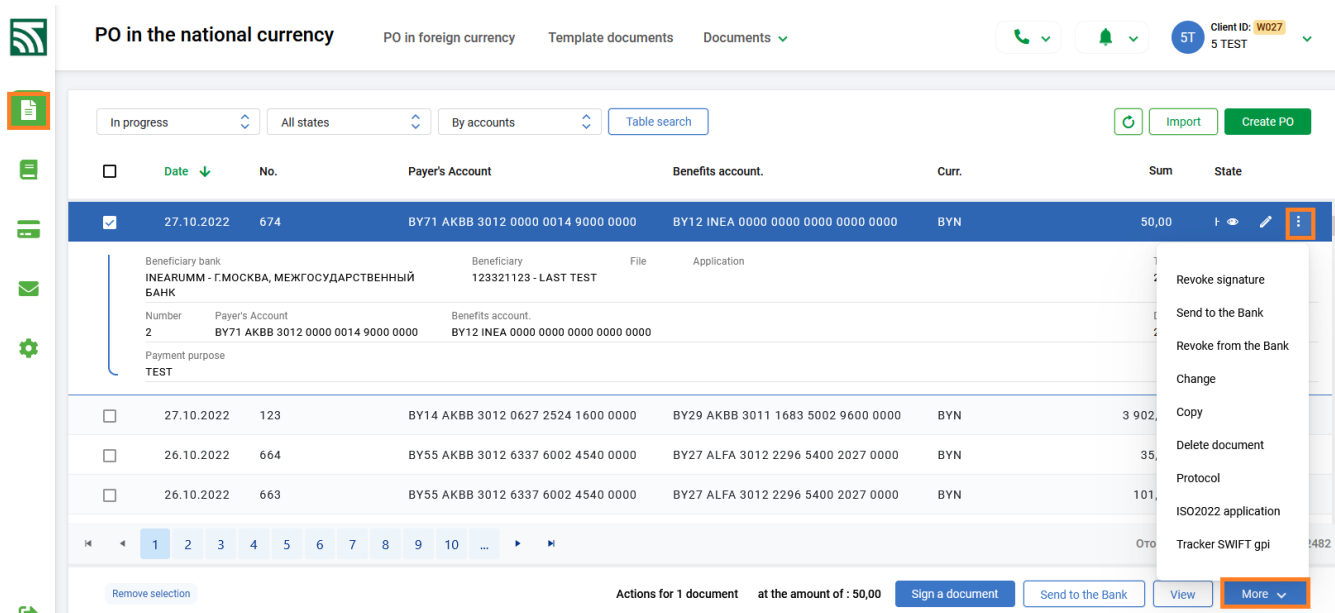
Fig. 9 Window with functional buttons to work with PO.

3. All created PO have the "Not posted" status and can be changed (edited), this can be done by clicking on the document itself, , or by using the "Edit" operation from the set of functional operations that are dropped down when the mouse cursor is hovered and clicked (Fig. 9). When changing (editing) PO a form for a set of documents appears with filled in data that can be changed.

4. To edit one selected document, you can use the "Edit" operation (button) from the group operations menu (Fig. 9).

5. When several documents are selected, information about the number of selected documents and their amount is displayed at the bottom of the screen. Nearby, there is a button for removing selection marks . Before sending the PO to the bank for execution, it is necessary to mark (select) the PO and click the lower "Sign" button, or select the "Sign" operation from a set of functional operations that are dropped down when you hover the mouse cursor and click (Fig. 10).

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Fig. 10. Signing documents.

6.   In the window for confirming the operation of an electronic digital signature for documents, enter the password to the personal key and click "Continue" (Fig. 11). When the user connects to the SMS authentication service, it is additionally necessary to enter the code sent to the user's mobile phone. Signed documents will be awarded the "Signed" status .

Fig. 11 Window for actions with a key

7.   For signed payment orders available are the following operations: "View", "Edit", "Copy", "Revoke signature", "Send to the Bank", "Protocol". If you select an incorrect action with a document, the system displays a corresponding message on the screen (Fig. 12).

Fig. 12 The result of performing an unauthorized operation with a document

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8.   To forward signed documents to the bank for execution, select the documents with the "Signed" status and select the "Send to the Bank" operation (Fig. 13). Documents successfully forwarded to the bank receive the "Sent to the Bank" status. Responsible officers in the bank shall perform all further operations with such documents.
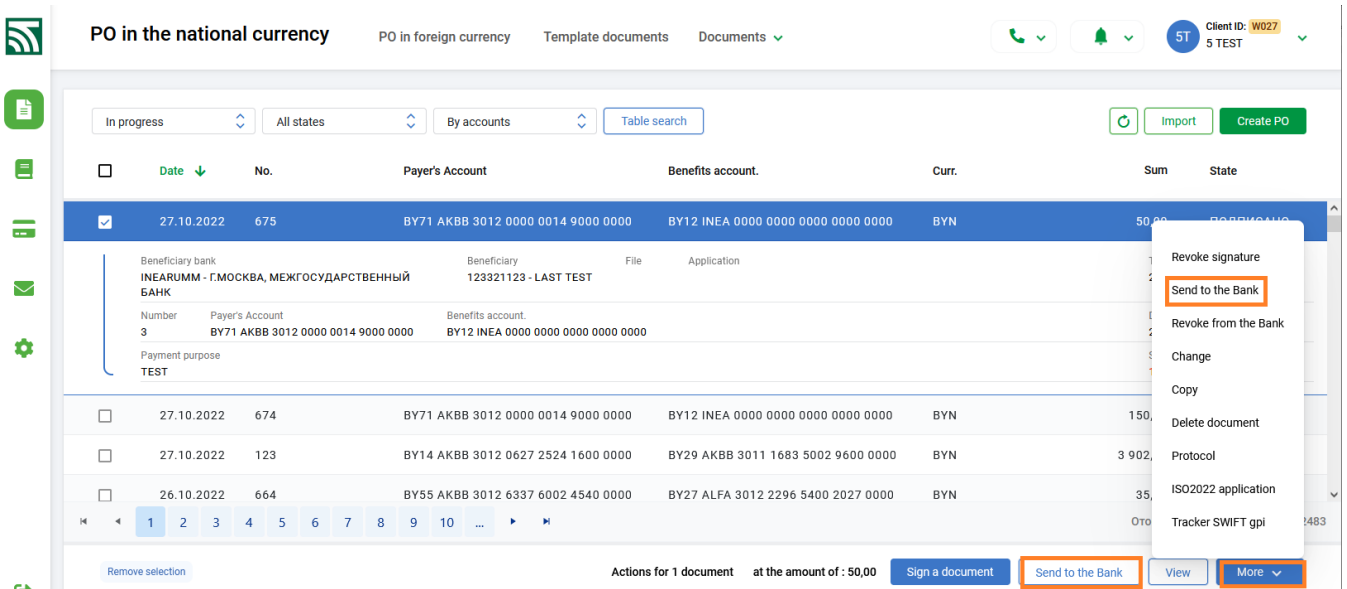
Fig. 13. Window for sending documents to the bank.

9.   To revoke documents earlier forwarded to the bank, but not processed, select them from the list of documents and choose the "Revoke Document" operation from the group operations list (Fig. 13).

10.   The list of documents revoked and deleted by the user, or documents rejected by the bank can be viewed by selecting the "Rejected" section. The list of documents will be displayed taking into account the period specified by the user. The period is set by calling the extended calendar (Fig. 14).
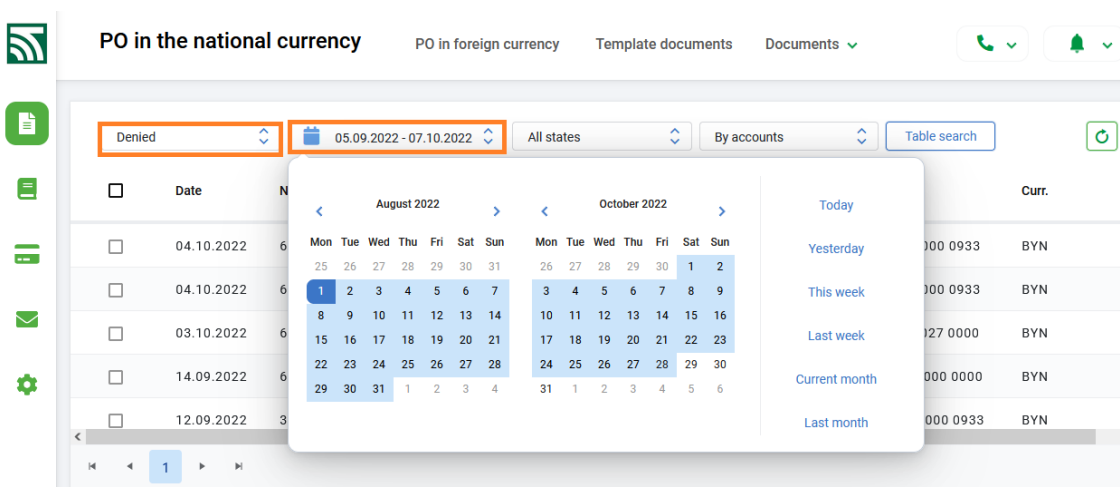
Fig. 14 Window for setting a period

11.   The calendar offers a date choice of 2 months (to change it, click the mouse and hold the cursor (mark), highlighting the required period), and to set the period, you as

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well can use the option from the specific time definitions presented on the left (Today, yesterday, current week, etc.).

12.   In the upper part of the screen, above the table with the list of documents, there are functionalities for setting a section, filter, document search, separately on the right, there is a button for updating the screen ⟳ (Fig. 18). In any of the sections, you can select the necessary options, according to which the list of documents in the table.
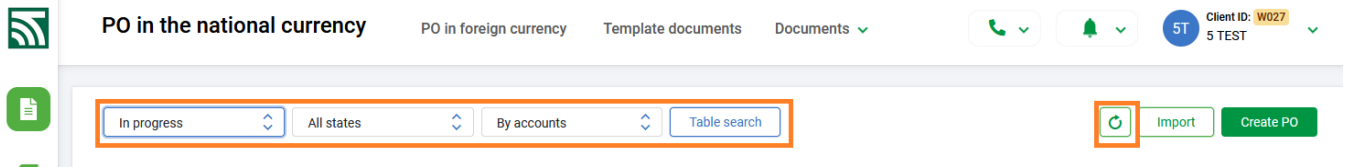
Fig. 18 Window for filtering and searching for selected documents.

13.   All POs accepted and processed by the bank can be viewed in the "Processed" section.

14.   For POs revoked by the user or rejected by the bank, you can use the copy operation, choosing the "Copy" operation from the list of individual or group operations. Copies of the POs will be displayed in the "In process" section.

15.   To view and (or) print POs, you need to place the cursor on the document and click on, [👁], or select the document(s) required for viewing in the list and click the button and [More ⌄] select "View" from the group operations (at the bottom right of the screen). External representation of the PO for viewing or printing will be displayed in a new browser tab.

16.   Viewing information about all operations on the document performed since its creation is implemented through the "Protocol" operation, from the list of operations displayed by clicking the button [⋮]. The list of all operations in the reverse chronological order.

2.4 Options for Documents List Displaying

1.   To view the documents list, several options of information displaying on the User's screen are provided. To view the POs list, there are available such modes as "by accounts", "by beneficiary" and "beneficiary bank". To use one of the options, select the appropriate line in the drop-down list (Fig. 15).

Fig. 15 Selecting an option for viewing documents

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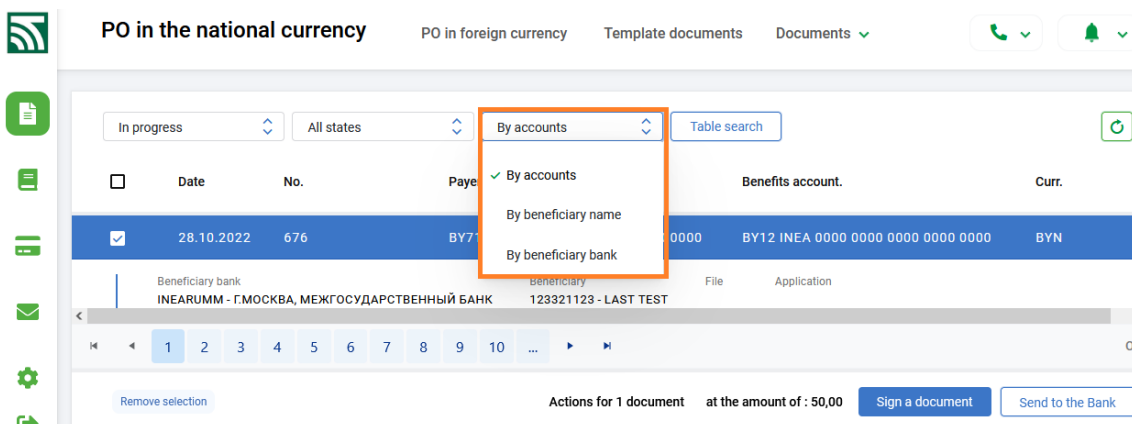
2.   The "by account" mode is set by default. The table shows the data on the accounts of the payer and the beneficiary, all fields in the table are sorted in descending/ascending order. When a specific document is selected below, more complete and detailed information about the payment order is highlighted.
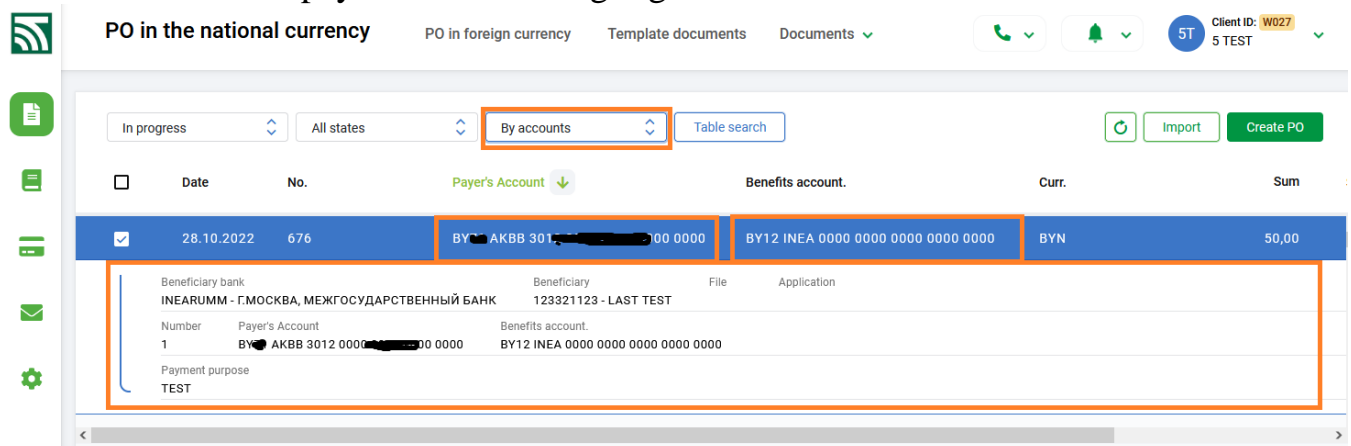
Fig. 16 Selecting an option for viewing documents "by invoices"

3.   For the «by beneficiary» viewing option, two columns «UNP» and «Beneficiary» (beneficiary name) are added to the viewing window. The payer's and beneficiary's accounts data are transfered to the additional informational field located at the bottom under the document .

4.   Two columns with the Beneficiary Bank's "BIC" (Bank branch location code) and the "Beneficiary Bank" are added to the viewing window. The payer's and beneficiary's accounts data are transfered to the additional informational field .

5.   The type of information viewing in the documents list selected by the user is saved and will be set as default for further documents management.

2.5 Implementation of document search

1.   To search for documents, you can use the search by details function (the «Table search» mode), when using it, a window opens with a form for inputing details of the document for search (Fig. 17). The input form makes it possible to search for selected and completed fields.

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Fig. 17 Documents search by details

2. After filling in all the necessary details for documents search, it is necessary to click the button **Apply filter** in the search form. There is also a possibility to erase earlier input information. It's a button **Clear** allowing to complete the form with new data or to reset a filter. The button **Cancel** will leave the information displayed on the user's screen without changes.

3. After clicking the "Apply filter" button, the documents list corresponding to the search conditions for the previously entered details will be displayed on the screen. If the documents were not found, an informational message is displayed on the screen. All data entered by the User for search are saved until documents search conditions are updated or until filters conditions are reset. At the bottom of the screen there is a separate additional button for resetting the filter.

4. When selecting documents, the number and amount of documents selected by the user are displayed at the bottom of the screen form (Fig.18).

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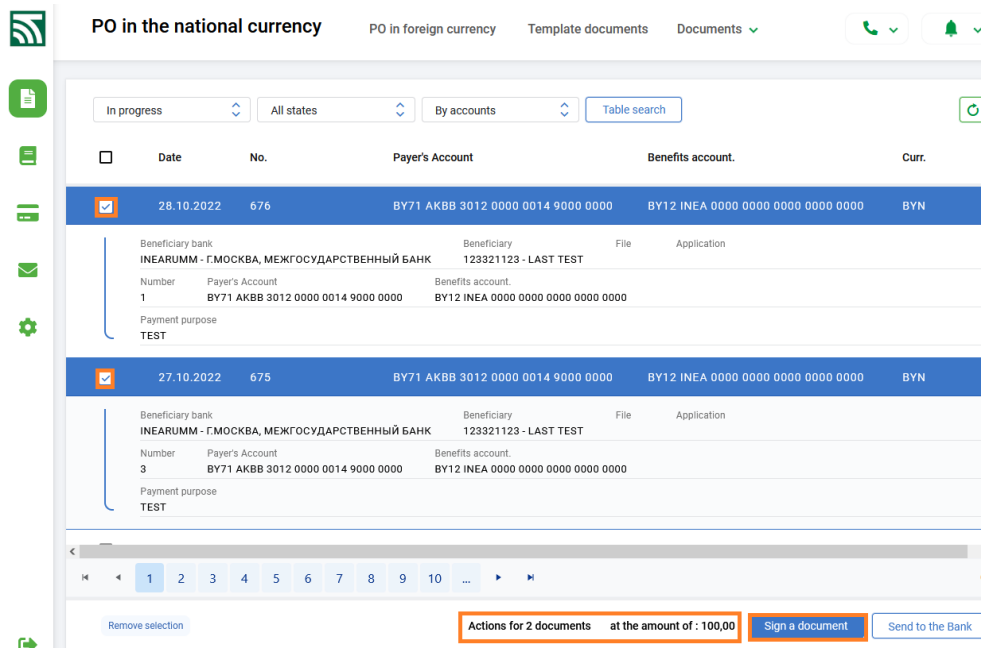
Fig.18 The information field for selected documents

2.6 Creation of POs by importing from a file

1. To create a PO by importing from an external file, select the "Import" button at the top of the form (Fig. 19). In the additional window, you need to select the encoding type of the external file to import. The user shall know the encoding of the file before performing the data import operation.
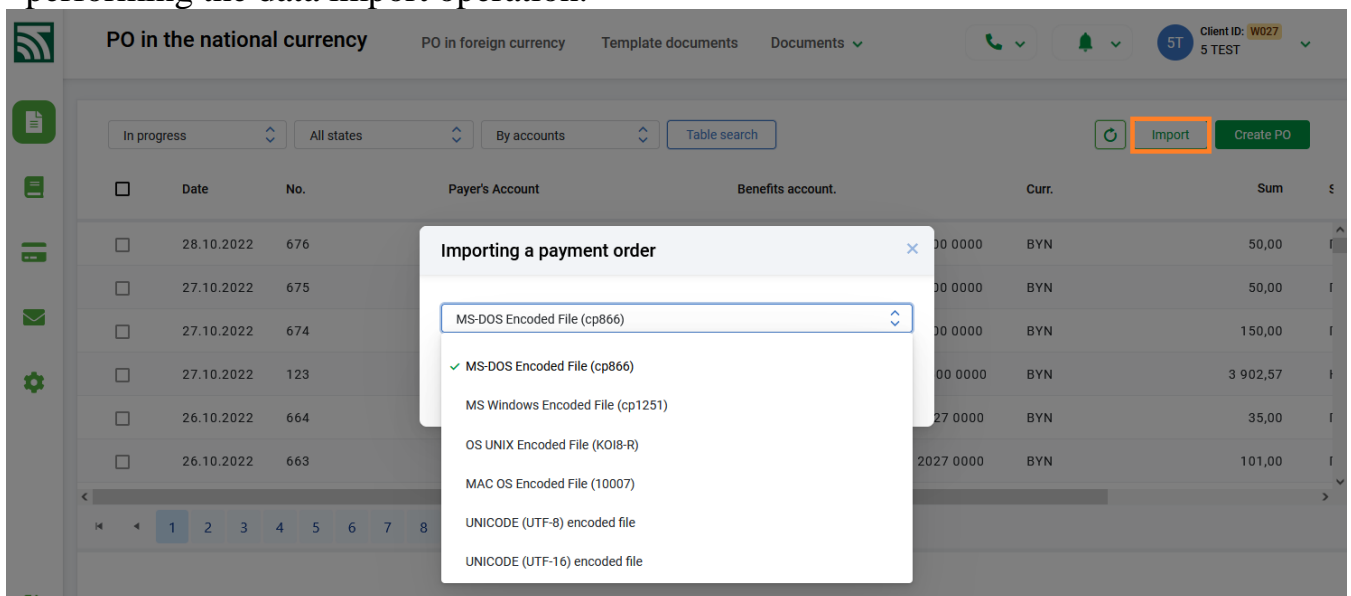
Fig. 19. Import of a payment order

2. In the Windows explorer window, select the files you need to import and click the "Open" button . Files format for POs import is strictly structured.

3.   The program will check each of the selected files for the correctness of filling in the data in accordance with the requirements and will display the result of the file import (Fig.20-21). If the data in the import file do not correspond to the requirements, you can view the error message by clicking the "Error list" button (Fig. 20).
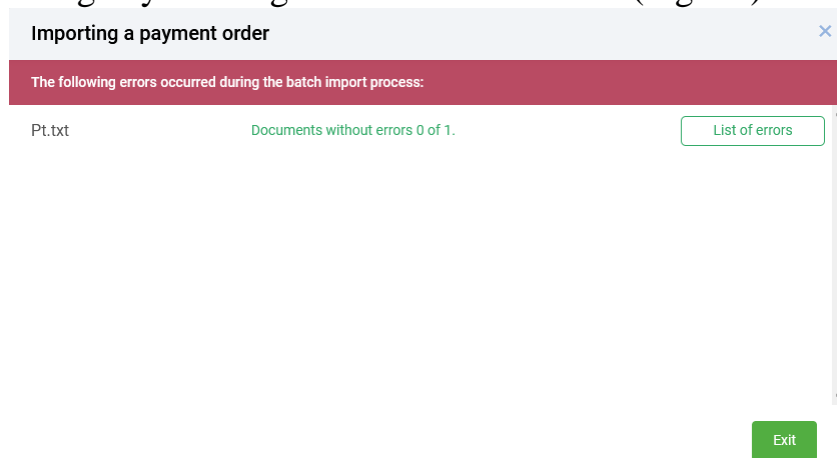
Fig. 20 Information window about errors occurred when importing PO from a file
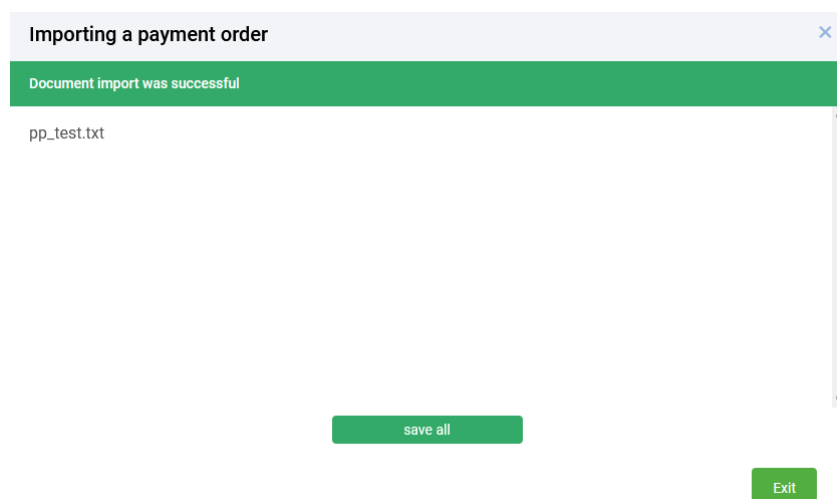
Fig. 21 Information window about a positive result of PO import from a file

4.   After receiving a positive result when importing PO, the file is entered into the database, the created PO will be shown in the document table in the "Not posted" state, under the line below there is information about the original import file (Fig. 22).
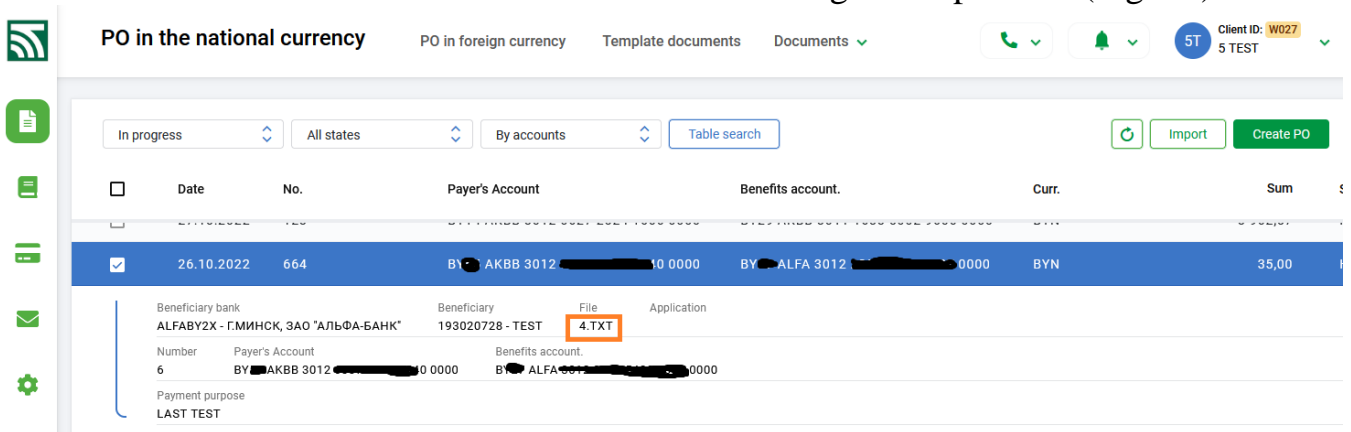
Fig.22 Data loading window. Successful control of data

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5. If the data in the import file does not meet the requirements, the program will display a window on the screen with line numbers, identifiers, PO numbers and error descriptions.

2.7 Deleting the created PO, revocation of signature on the document

1. The document(s) with the "Not posted" status can be deleted from the list if necessary (for documents with other states, the deletion function is not provided). Deleting a document from the "In progress" section occurs when selecting the "Delete" operation from the list of operations appeared by clicking the button ⋮ , or More ⌄ , once done, a corresponding message is displayed on the screen and the status of the document is changed to "Deleted by the client", while the document is transferred to the "Rejected" section (Fig. 23)
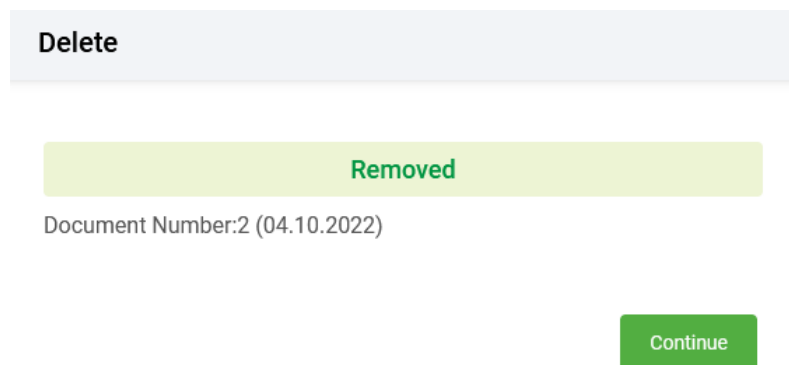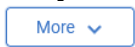
Fig.23 Window showing the result of a document deleting

2. If it is necessary to edit the signed document, you need to remove an electronic digital signature from such a PO, for this you need to use the "Revoke signature" operation from the list of group operations More ⌄ . Upon confirmation of the action, the electronic signature is removed from the PO and the document is returned to the "Not posted" state.

3. To revoke documents(s) previously submitted for execution to the bank (it is possible only for the "Sent to the Bank" document status), it is necessary to mark them in the list of documents and select the operation "Revoke document" from group operations More ⌄ (Fig. 24). The document will be transferred to the "Rejected" section with "Deleted by the Client" status.

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Fig. 24. Revoking documents from the bank.

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ANNEX 1

STRUCTURE OF THE INCOMING MESSAGES FILES

The structure of the incoming messages files for creation of electronic payment orders (EPO) is shown in table 1. EPO represents a text file in one of encodings – cp866 (DOS), cp1251 (MS Windows), koi8 (OS Unix), mac (Mac OS), UTF-8, UTF-16. Since 01.08.2022, according to **ISO 20022**, changes have been made to the structure and new data elements have been added (changes are shown in red font).

Table 1 – Structure of incoming messages files for creation an EPO

Name of data elements	Identifier of a data element in the incoming message		Data element format (O) – mandatory (H) – non-mandatory	Note
	Field tag	Data element tag		
1	2	3	4	5
Number of payment instruction	1	2	16c / (O)	
Payment instruction status[5]	4	1	1n / (O / H)	0-non-express payment 1-express payment 2-instant payment
Transfer currency code	5	1	3a / (O)	ISO currency code
Transfer amount in figures	5	2	19d / (O)	
Payer'S account number	6	1	28c / (O)	For legal entities, individuals, individual entrepreneurs, private-sector notaries.
Payer's name source code	6	2	3a / (H)	RUS (or by default) - shall be filled in from the profile in Russian. ENG - shall be filled in from the profile in English. LAT - shall be filled in from the profile in Roman script.
Code of the receiving bank's correspondent bank	7	1	11c / (H / O)	For a BISS participant and non-participant
Receiving bank account number in the correspondent bank	7	2	34x (28c) (H / O)	28c - BISS participant. 34x - not a BISS participant
Name of the beneficiary bank's correspondent bank[1]	7	3	140x / (YO)	
Correspondent-bank identifier of a BISS participant[6]	7	4	1n	1 – a BISS participant 0– not a BISS participant
Receiving bank code	8	1	11c / (O)	For a BISS participant and non-participant
Beneficiary bank name[2]	8	2	140x / (YO)	
Beneficiary's account number	9	1	34x (28c) / (H)	28c - a BISS participant. 34x - not a BISS participant
Beneficiary's registration number[7]	9	2	9c / (H / O)	It is mandatory to fill in the tax payments.

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Beneficiary name	9	3	140x / (O)	
Beneficiary identifier of an individual	9	4	1n / (H)	1 - beneficiary individual. 0 - beneficiary legal entity. From 04.07.2017 NOT USED
Non-resident beneficiary identifier having an account held with a bank in RB[8]	9	5	1n / (H)	1 -beneficiary identifier having an account held with a bank in RB. It is not used by default.
Payment purpose	a.	1	140x / (O)	
Payment purpose text breakover	A	2	140x / (H)	
Additional information for the Beneficiary	A	3	140x / (H)	
Queue	A	4	2n	
Budget payment code	A	5	5n (H / O)	It is mandatory to fill in the tax payments.
Regulation number	A	6	16x / (УО)	[A6], [A7] Data elements. [C4] must correspond to the data from the reference book [N080] "*Directory of regulations*". [A7] Data element must be in the **YYMMDD** format
Regulation data	A	7	6n / (УО)	
Regulation code	C	4	4c / (УО)	
Payer's Identification Number (UNP) of Third party[9]	A	8	9c / (H / O)	It shall not be filled in for tax payments
Supporting document code	C	5	2n / (H)	According to directory [N049] "*Directory of types of executive documents in DL files*".
Supporting document number	A	9	140x / (УО)	character '.' is forbidden (full stop) Mandatory filed if the data element is filled in [C5].
Supporting document date	A	A	6n / (УО)	In **YYMMDD** format Mandatory filed if the data element is filled in [C5].
Name of the authorized body	A	B	140x / (УО)	[AB] and [AC] data elements can be not filled in only together. If one of the elements is filled in, the second element is also to be filled in According to directory [N061] "Directory of subject statuses" with data: **INB, INI, INN, INP, INU, INL, INZ**.
Authorized body status	A	C	3c / (УО)	
Transfer charges (Party paying fee for the transfer)	B	1	4a / (O)	According to directory [N100] "Directory of transfer expenses types". Instead of the former OUR, SHA, BEN, NOD (3 characters), the new (4 characters) will be used: **DEBT** – payer **CRED** – beneficiary **SHAR** – joint expenses **SLEV** – as agreed by the parties

Commission to be debited for account No.	Z	1	28c / (H)	
Fee account currency code	Z	2	3a / (H)	ISO currency code
Transaction code	Z	3	1n / (O)	0-usual PO. 1-currency conversion. 2-purchase of currency. 3-sale of currency.
Transaction currency code[10]	Z	4	3a / (H / O)	ISO currency code
Comments to the currency rate	Z	5	30x / (H)	Only letters of Roman, Russian and Belarusian alphabet are allowed
Transaction amount	Z	6	19d / (H / O)	Mandatory to be filled in for conversion, purchase or sale of currency.
Payment details	Z	7	250x / (H)	
Transaction registration number	Z	8	35x / (H)	
Name of the payment sender country[11]	Z	9	30x / (H)	Always is saved as the Republic of Belarus
Beneficiary country name[12]	Z	A	30x / (H)	
Number of the beneficiary bank structural subdivision	Z	B	3n / (H)	From 04.07.2017 NOT USED
Currency rate	Z	C	10d / (H)	
Beneficiary's country code	Z	D	2a / (УO)	RU, AU, GB, … According to directory [N013] *"Countries codificator".* **Upon completing if the beneficiary is not a resident.**. **Completion of fields is not controlled.**
Payment beneficiary country name[12]	Z	E	30x / (H)	
Country code of the payment beneficiary bank	Z	F.	2a / (УO)	RU, AU, GB, … According to directory [N013] *"Countries codificator".* **This field shall be filled in if the payer is a non-resident.**. **Completion of fields is not controlled.**
The payer's country code	Z	G	2a / (УO)	RU, AU, GB, … According to directory [N013] *"Countries codificator".* **This field shall be filled in if the payer is a non-resident.**. **Completion of fields is not controlled.**
Name of the application file[13]	Z	Y	255x/H	Size of the file shall not exceed 65536 bytes. In the incoming message file, both identificators shall not be present together.

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Information line of the application[4]	Z	Z	255x/H	The text of the information line should not contain prohibited characters and the "|" symbol. For the EPO with the application "Enrollment List", see link 4.
Requested execution date	C	1	6n	In **YYMMDD** format
Beneficiary status	C	2	3c / (O)	According to the truncated directory **[N061]** "Directory of subject statuses" with data: **INB, INI, INN, INP, INU, INL, INZ**
Transaction type code	C	3	1n	**1** – main payment. **0** – chargeback.
Code of the payment purpose.	D	1	5c / (O)	According to directory [**N099**] *"Codificator of payment purpose in RB"*
Category code of the payment purpose [16]	D	2	4c / (O)	According to directory [**E004**] *"Directory of payment purpose codes"*
Year of tax payment[15]	E	1	4n / (H)	
Code of the tax payment period[15]	E	2	4c / (H)	According to directory [**N102**] *"Directory of tax payment periods"*
Period start date[15]	E	3	6n / (H)	In **YYMMDD** format
Period end date[15]	E	4	6n / (H)	In **YYMMDD** format
Reference document code	F.	1	4c / (H)	According to directory [**N101**] "Directory of reference documents types"
Reference document date	G	1	6n	In **YYMMDD** format Mandatory to be filled in if [**F1**] data element is filled in.
Reference document number	H	1	35x / (УО)	Mandatory to be filled in if [**F1**] data element is filled in.
Reference document code	F.	2	4c / (H)	According to directory [**N101**] *"Directory of reference document types"*
Reference document date	G	2	6n	In **YYMMDD** format Mandatory if the data element [F2] is filled in.
Reference document number	H	2	35x / (УО)	Mandatory if the data element [F2] is filled in.
Reference document code	F.	3	4c / (H)	According to directory [**N101**] *"Directory of reference document types"*
Reference document date	G	3	6n	In **YYMMDD** format Mandatory if the data element [F3] is filled in.
Reference document number	H	3	35x / (УО)	Mandatory if the data element [F3] is filled in.
Reference document code	F.	4	4c / (H)	According to directory [**N101**] *"Directory of reference document types"*

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Reference document date	G	4	6n	In **YYMMDD** format Mandatory if the data element [F4] is filled in.
Reference document number	H	4	35x / (УО)	Mandatory if the data element [F4] is filled in.
Reference document code	F.	5	4c / (H)	According to directory [**N101**] "*Directory of reference document types*"
Reference document date	G	5	6n	In **YYMMDD** format Mandatory if the data element [F5] is filled in.
Reference document number	H	5	35x / (УО)	Mandatory if the data element [F5] is filled in.
End of the document[14]	~		O	

Note.

[1] The data element is included in the incoming message file of the "Client-Bank" system if the correspondent bank of the beneficiary bank is not a BISS member bank. If the correspondent bank of the beneficiary bank is a BISS member bank, the specified data element is filled in from the directory of banks of the Republic of Belarus.

[2] The data element is included in the incoming message file of the "Client-Bank" system if the beneficiary is a non-resident who does not have an account with a BISS member bank. If the beneficiary (recoverer) is a legal entity, the specified data element is filled in from the directory of banks of the Republic of Belarus.

[3] The file name is not involved in this revision of the System.

[4] The number of lines of this type is limited only by the size of the application. For the EPO with the application "List for enrollment", the first line of the information line must contain the mandatory parameter ZZ[DELIMITER], the following lines indicate the list for enrollment in the format: transfer account, transfer amount, beneficiary's full name, (ZZBY23AKBB3014000236466701,3.50, Anatoly Fedorovich Shurkhanov). The transfer account must be in the international IBAN format. The separator must be "," (comma), accounts shall be serviced at the Head Office, BIC - AKBBBY2X.

[5] If this element is present in the file, it must be filled with the parameters 0 or 1. If there is no data element in the file, its value is assumed to be 0 (zero) – not urgent payment.

[6] If this element is present in the file, it must be filled with the parameters 0 or 1. If there is no data element in the file, its value is assumed to be 0 (zero) meaning not a BISS participant, if the bank code (data element "71") is present in the centralized "Directory of Banks of the Republic of Belarus", otherwise the value is assumed to be 1 (one) meaning a BISS participant.

[7] This element is mandatory for payments in Belarusian rubles (data element "51" with "BYN" value) and provided that the recipient of the payment is a BISS participant with accounts (data element "91") 3600 or 3602. This element, if present, is always checked for the correctness of the check value.

[8] This element with a value of 1 (one) is used only for the option of forming a money transfer to the address of a non-resident beneficiary who has a transfer account opened in the Republic of Belarus. In this case, the beneficiary bank is a BISS member bank with a code in the 11c format (data element "81") and account in the format 28c (data element "91").

[9] This element, when filled in, is always monitored for the correctness of the control discharge of the UNP, in accordance with the calculation algorithm (TKP 061 [1]).

[10] This element is mandatory for currency conversion, purchase or sale operations (data element "Z3").

[11] Values of the data element "Z9" for all users, regardless of the information specified in the file, automatically take the value of "REPUBLIC OF BELARUS" while being saved.

[12] If the recipient of the payment is a resident of the Republic of Belarus or a non-resident with accounts opened with banks of the Republic of Belarus, regardless of the information specified in the file, data elements "ZA" and "ZE" automatically take the value of "REPUBLIC OF BELARUS" while being saved.

[13] In the Software System WEB, the data element is ignored due to the lack of access to the file system on the user's computer when working through the browser.

[14] At the end of the file, after the final identifier "~" (the end of the document), there must be a newline (characters 0Dh0Ah).

[15] The data elements **[E1], [E2], [E3]** and **[E4]** are filled in for tax payments at the discretion of the user. The fields are not mandatory and filling in all four fields at the same time is not controlled.

[16] If the data element [A5] "Payment code to the budget" is filled in, then the data element [D2] "The payment purpose category code" must take one of the values **TAXES, VATX, WHLD, TREA.** If the data elements **[A5]** "The payment code to the budget" are not filled in, then the data element [D2] "The payment purpose category code" cannot take the values **TAXES, VATX, WHLD, TREA.**

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ANNEX 2

Instance of file structure for PO import

In the file for importing PO, it is necessary to comply with the order of data elements:

```
12107300
410
51BYN
521000000,00
61BY73AKBB30120000000000000000
71BPSBBY2X
72BY22BPSB30120000000000000000
73RB MINSK, Central office of BPS-SBERBANK
741
81044525176
82METALINVESTBANK
9130101810300000000176
93SIBIRSKIYE SAMOTSVETY LLC
A1DESIGNED FOR FUNDS TRANSFER
A2OF A PAYER BEING
A3A BISS PARTICIPANT
A422
A6385
A7211007
C4Y112
C502
A9NUMBER  12/2
AA200815
ABAUTHORIZED BODY MINSK CITY ZAVODSKI DISTRICT
ACINN
B1SLEV
C1220512
C2INN
C31
D112002
D2EPAY
F1LIST
G1220510
H1128/15 - 22
F2DISP
G2220512
H27880012-122
F3DEBN
G3220511
H3NG28/12-00002
F4MSIN
G4220507
H4N45-128-001
```

F5CINV
G5220502
H5788/12/00022512
Z1BY73AKBB30120000004140000000
Z2BYN
Z32
Z4USD
Z5
Z60,00
Z7PAYMENT DETAILS
Z8REGISTRATION NUMBER OF THE TRANSACTION
Z9REPUBLIC OF BELARUS
ZC1,8515
ZDTH
ZFRU
ZGAM
~

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ANNEX 3

ALLOWED CHARACTER SET
Statement from TKP 061-2012 (07040)

In electronic message (document) it is allowed to use the following characters:

A...Z – capital Latin characters;

А...Я – capital Cyrillic characters including letter Ё;

Capital characters of the Belarusian alphabet that match the same characters with similar letters of the Russian alphabet, I, Y in accordance with STB 956;

0...9 – digits; / - + ( );

/ - + ( ) . , : ; ' " = ? % * – special graphic characters (space, fractional dash, hyphen (minus), plus, left parenthesis, right parenthesis, dot, comma, colon, semicolon, single quotation mark, quotation marks, equal, question mark, percentage, asterisk);

CRLF – a sequence of control characters (carriage return, line feed).

Electronic document shall be originated in one of the encodings – cp866 (DOS), cp1251 (MS Windows), koi8 (OS Unix), mac (Mac OS), UTF-8, UTF-16.