e-Statement or Paper Statement Setup

Application Name: PS_CNV_ESTMT
Application Description: E-Statement Maintenance Application
Application: 14500

DNAapp ID d60eaafe-3d27-42d1-a521-9b2a45719700

Overview:
This batch application provides the ability to maintain whether accounts receive paper or e-statements. The application either reads in an input file or uses the runtime parameters to select accounts for which to set the e-statements flag. This process supports four methods of e-statement flagging: User Fields, Delivery Method Codes, Statement Cycle Codes, and Account Level Statement Processing Variables.

Application also accept the member centric file for the purpose of updating the member's preferred delivery method in DNA. This file type can only be used by Credit Unions

Key Benefits:
This application streamlines the process of maintaining the types of statements (paper or electronic) that should be generated for accounts.

Processing:
The PS_CNV_ESTMT application uses a runtime parameter (8IS – Input Source) to indicate whether it should read in a file (either accounts centric or member centric) to process or use the remaining runtime parameters to select the accounts.

When the file is used and runtime parameter (8FT – File Type) is set to "ACCOUNT", it process the Account centric file and all other parameters are ignored, with the exception of Report Only YN (RPT) and Record Activity YN (8RA).

Application reads the file name and exclude processing of the minors contained in the external cross reference table FROM value if the file name contains the sequence supplied in the TO value.

When the file is used and runtime parameter (8FT – File Type) is set to "MEMBER", it process the Member centric file and all other parameters are ignored, with the exception of Major Type Code (MJCD), Minor Type Code (MICD), Current Account Status Code (CASC), Report Only YN (RPT) and Record Activity YN (8RA). Only accounts that do not have the delivery method code that is in the file are updated.

Refer to the Parameters, Reports section and File Layouts section of this document for further details.

All exceptions will be written at the end of the file and available for the standard batch reports that report on errors and exceptions.

This application may be run at any time, but if run at the end of the month, it should be run prior to any updating end-of-month application.

Parameters:

Parameter	Code	Description (how used)	Required	Default
Input Source	8IS	Valid values are Parameters or File. This indicates if you are using the Parameters below or an input file to process the user-fields. Parameters – the 'E-Statement File Path' parameter is ignored and the remaining parameters are used to process the User-field updates. File – the 'E-Statement File Path' parameter is used to read information from a file to process the User-field updates. Only the 'Report Only Y/N' and 'Record Activity Y/N' parameters are used.	Y	\<Blank>
Major Account Type Code	MJCD	Comma-separated list of Major Account Type codes for accounts to be updated. If left blank, then accounts for Major Account Type 'CK' will be updated.	N	CK
Minor Account Type Code	MICD	Comma-separated list of Minor Account Type codes (within the applicable Majors) for accounts to be updated. If left blank, then accounts for all Minors within the applicable Majors will be updated.	N	\<Blank>
Current Account Status Code	CASC	Comma-separated list of Account Status codes for account to be updated. If this parameter is blank, all accounts are processed, regardless of Status.	N	\<Blank>
User-field Code	8UFC	Use when E-Statement elections are indicated via account user field. The user-field code to be processed for the E-statement update if the institution tracks e-statement use through a user field value. The data-type of the user field code to be supplied in this parameter should be one of STR, CHAR, YN and VC.	N	\<Blank>
User Field Value	8UFV	The value of the user-field code to be processed.	N	\<Blank>

Parameter	Code	Description (how used)	Required	Default
User Field Action	8UFA	Valid values are Add, Update or Delete. Add – Add the user-field to the qualifying account with the value specified. For user-fields that already exist, no action will be taken. Update – The User-Field will be updated to the value entered in the User-field Value parameter provided. If the User-Field does not exist on the account, no action will be taken and exception message will be shown. Delete – Delete the user-field from the account. If no User-field Value is provided, all user-fields with the corresponding user-field code will be deleted from the accounts. If a user-field value is provided then only user-fields with the designated value will be deleted. This parameter is required when E-Statement elections are indicated via account user field.	N	<Blank>
E-Statement File Path	8EFP	Complete path to file containing E-Statement information to be used to update the database. See layout below. Example: G:\OSI\BANK\EXTFILES\ESTMNT.CSV This parameter is Required if 'Input Source' is File.	N	<Blank>
Report Only Y/N	RPT	This parameter is used to indicate if the job should only produce a report and not update the database. Yes – The application will produce a report, but will not add, update or delete any information. No – The application will produce a report, and add, update or delete applicable information. If left blank, default value will be used.	N	Y
Record Activity Y/N	8RA	This parameter is used to indicate if the application will record updates to the Activity tables. If left blank and RPT = Y , default value will be used.	N	Y
Delivery Method Code(s)	8DMC	Use when E-Statement elections are indicated via Delivery Method Code on the statement cycle. The statement delivery method code used to indicate E-Statements.	N	<Blank>
Statement Cycle Code	8SCC	Use when E-Statement elections are indicated by the use of a specific statement cycle. The statement cycle code used for E-Statements.	N	<Blank>

Parameter	Code	Description (how used)	Required	Default
Statement Processing Variable Email Notification Delivery YN	8END	Use when E-Statement elections are indicated via Account Level Statement Processing Variables. Y = set the "Email Notification Delivery YN" statement variable value to Y (yes). N = set the "Email Notification Delivery" statement variable value to N (no).	N	<Blank>
Statement Processing Variable Statement in Addition to Email YN	8SAE	Use when E-Statement elections are indicated via Account Level Statement Processing Variables. Y = set the "Statement in Addition to Email" statement variable value to Y (yes). N = set the "Statement in Addition to Email" statement variable value to N (no).	N	<Blank>
Use External Cross Reference	8UEC	Y = Use External interface when using File load Method N = Do not use External Cross Reference If left blank the application will not use the External Cross reference table.	N	<Blank>
File Type	8FT	When using the file option, specify the type of file you are submitting: For account centric files enter: ACCOUNT For member centric files enter: MEMBER. (Credit Unions only) This parameter will default to ACCOUNT when blank.	No	ACCOUNT
Roles to Include	ROLI	A comma delimited list of account role codes to include when looking for accounts where a member has one of the input roles. The tax reported role is automatically included. If any value entered is not a valid account role code the application will not process. This is only used when a member centric file is input	No	OWN,SIGN,CUST, CONS,TRST,TRUS

When 8RA parameter is set as "Y' and RPT parameter is set as "N", then the application updates activity, using the following Activity Category and Activity Type:
  a) Account maintenance (AMNT) and Account (ACCT) while adding/updating/deleting records in Account-user-field and Account-calc-var tables.
  b) Account maintenance (AMNT) and Account Cycle Maintenance (CYCL) while adding/updating/deleting records in Account-Account-Cycle-Appl table.

External Interface Cross Reference Table
The external interface cross reference tables is used to define the requirements for excluding minors from being updated by the application.

If the minors to exclude 256 characters, an additional row for the file can be entered. The subsequential records must contain the character '-' which can be followed by a digit or character that makes is unique.

External Interface Category

External Interface Category Code	External Interface Category Description
8EST	PS_CNV-ESTMT

External Interface

External Interface Code	External Interface Description
8EST	PS_CNV-ESTMT

External Interface Variable

External Interface Variable Code	External Interface Variable Description
8FNM	File Name

Variable Code	From Value (File Number Contains)	To Value (minors to exclude)
8FNM	.001.AFM (Carter)	CK01, CK02
8FNM	.001.AFM-2	CK03, CK04
8FNM	.002.AFM (Varsity)	Ck03, CK04

Report Information:
This application produces a report containing the following detail information for account processing:
- Account number
- Delivery method code
- Statement cycle code
- User field Value
- STMT Processing Variables
- Exception Message (if error occurred)
- Report Totals
    - Number records read from the file (0 if an input file was not used)
    - Number of exceptions
    - Number of records processed
    - Number of Accounts Skipped

Report Sample:
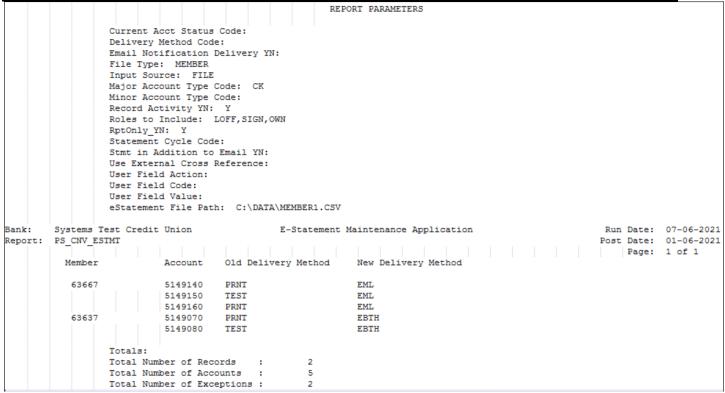For Account File-

```
                                            REPORT PARAMETERS

              Current Acct Status Code:
              Delivery Method Code(s):
              Email Notification Delivery YN:
              Input Source:  FILE
              Major Account Type Code:  CK
              Minor Account Type Code:
              Record Activity Y/N:  Y
              RptOnly_YN:  Y
              Statement Cycle Code:
              Stmt in Addition to Email YN:
              Use External Cross Reference:  Y
              User-field Action:
              User-field Code:
              User-field Value:
              eStatement File Path:  C:\TEST\1427.042321.002.AFM
↑
Bank:    0001 Test Institution              E-Statement Maintenance Application          Run Date:  04-23-2021
Report:  PS_CNV_ESTMT                                                                    Post Date: 04-23-2021
                                                                                               Page:  1 of 1
 Acct Nbr       Del Meth Cd   Stmt Cycle Cd   User Field Val   Stmt Vars(PSYN,ENTE)   Exception Message

 7200141957                                        Y                                  The passed UF value for this type is not valid.
 7231114402                                        Y                                  The passed UF value for this type is not valid.
 7200141957                                        Y                                  The passed UF value for this type is not valid.
 6802021        EML                                                                   Del Method not updated. Current Del method is -EML
 8200041                                           Y                                  The passed UF value for this type is not valid.
 7216054839                                        Y                                  The passed UF value for this type is not valid.
 3628900061     EML

              Totals:
              Number records read from the file  :      9
              Number of exceptions               :      6
              Number of records processed        :      1
              Number of Accounts skipped         :      2
```

For Member Centric File-
This application produces a report containing the following detail information for member centric processing:

- Member Number
- Account Number
- Old Delivery Method
- New Delivery Method
- Report Totals
    - Number records read from the file (0 if an input file was not used)
    - Number of accounts processed
    - Number of exceptions

```
                                      REPORT PARAMETERS
                  Current Acct Status Code:
                  Delivery Method Code:
                  Email Notification Delivery YN:
                  File Type:  MEMBER
                  Input Source:  FILE
                  Major Account Type Code:  CK
                  Minor Account Type Code:
                  Record Activity YN:  Y
                  Roles to Include:  LOFF,SIGN,OWN
                  RptOnly_YN:  Y
                  Statement Cycle Code:
                  Stmt in Addition to Email YN:
                  Use External Cross Reference:
                  User Field Action:
                  User Field Code:
                  User Field Value:
                  eStatement File Path:  C:\DATA\MEMBER1.CSV

Bank:    Systems Test Credit Union           E-Statement Maintenance Application        Run Date:  07-06-2021
Report:  PS_CNV_ESTMT                                                                   Post Date: 01-06-2021
                                                                                          Page:  1 of 1
         Member           Account    Old Delivery Method    New Delivery Method

           63667           5149140    PRNT                   EML
                           5149150    TEST                   EML
                           5149160    PRNT                   EML
           63637           5149070    PRNT                   EBTH
                           5149080    TEST                   EBTH

         Totals:
         Total Number of Records    :        2
         Total Number of Accounts   :        5
         Total Number of Exceptions :        2
```

Input File Layout

Input File 1 (for Account centric file)
The input file should be a comma separated file that will have following information.

Field	Format	Description
Update Type	String	Indicates which of the four E-Statement designation methods is used. Valid Values are **U,C,D,S** **U:** User**.** Updates the user field code specified, with the user field value. **C:** Statement Cycle**.** Changes the account's statement cycle to the cycle input in the file **D:** Delivery Method: Changes the delivery method on the accounts' existing associated statement cycle. **S:** Statement Processing Variables. Updates the values of the account's statement processing variables Email notification Delivery, Statement in addition to Email. Valid Update Type: - User (U), Statement Cycle (C), Delivery Method (D), Statement Process Variables (S) ***This is a required field.***

Field	Format	Description
Account Number	Number	The account number to be processed. Valid Update Type: - User (U), Statement Cycle (C), Delivery Method (D), Statement Process Variables (S) ***This is a required field.***
User Field Code	String	The user-field code to be processed for the specified Account Number. The data-type of the user field code to be supplied in this parameter should be one of STR, CHAR, YN and VC. Used only for Update Type = 'U'. Valid Update Type: - User (U), Statement Cycle (C)
User Field Value	String	The value of the user-field code to be processed. The value is Optional, but a comma representing the delimiter for this field is required when the value is blank. Also, if the value is blank and the User-field Action = A, a null value is written to the user-field value for the corresponding user-field code and account number. This is also used for Update Type of 'D'. When update type = 'D' then the value must be a valid DNA statement delivery method code. Valid Update Type: - User (U), Delivery Method (D)
User Field Action	String	Valid values are A, U, or D. A (Add) – Add the user field to the qualifying account with the value specified. For user-fields that already exist, no action is taken. U (Update) – Update the user field with the specified User Field Value for the record. If the user field does not exist on the account, no action is taken and exception is shown. D (Delete) – Delete the user field from the account. Valid Update Type: - User (U), Statement Process Variables (S)
Statement Processing Variable: Email Notification Delivery Value	String	Valid values are Y,N Valid Update Type: - Statement Process Variables (S)

Sample Input File Layout:
When the 8IS parameter = File, the application reads in and processes a comma-separated file in the following format:

A sample input file structure is given below.

U,123,ESTM,Y,A
C,8520,ESTM
D,987, ,EML
S,4567,,,Y,N

UpdateType	AcctNbr	UserFieldCd	UserFieldVal	UFAction	StmtAddEmal
U	123	ESTM	Y	A	
C	8520	ESTM			
D	987		EML		
S	4567			Y	N

The sample file above is processed as follows:
- User field "ESTM" is added to Account Number 123, and set to the value of "Y". If this user field already exists for Account Number 123, no action is taken, regardless of the value.
- Statement Cycle on account 8520 is updated to ESTM if it is currently set to a value other than ESTM. If account number 8520 does not have a statement cycle already linked, no action is taken.
- Delivery Method on account number 987 for the associated 360 cycle is updated to 'EML' (email).
- Statement Processing Variables on account 4567 are set to: Email Notification Delivery = Y, Statement in addition to Email = N.

Input File 2 (for Member centric file)
Member Centric (Credit Unions only)

The input file should be a comma separated file that will have following information.

Field	Format	Description
Update Type	String	Valid Value is D D: Delivery Method: Changes the delivery method on the accounts' existing associated statement cycle. This is a required field.
Member Number	Number	The member number to be processed. This is a required field.

Blank Column	String	Blank
Statement Delivery Method Code	String	All values will be validated. Invalid methods will be printed as exceptions. This is a required field.

Sample Input File Layout:

When the 8IS parameter = File, the application reads in and processes a comma-separated file in the following format:

A sample input file structure is given below.

D,6361000, ,EML
C,1878100,FIRST
U,1878300,CRSC,,D
D,4861700, ,EML

```
Bank:    0001 Test Institution              E-Statement Maintenance Application         Run Date:  09-28-2022
Report:  PS_CNV_ESTMT                                                                   Post Date: 09-28-2022

Queue Number      :  141749                                                             Run Time:  16:22:23
Application Number:  14500                                                              Cash Box:
Queue Sub Number  :  2                                        SCHEMA
                                                             OSIBANK

                                                          DATABASE NAME
                                                           CS14.WORLD

                                                            RELEASE
                                                          DNA 22.2.0.0




                                                       REPORT PARAMETERS

                      Current Acct Status Code:  ACT
                      Delivery Method Code(s):
                      Email Notification Delivery YN:  Y
                      File Type:  MEMBER
                      Input Source:  FILE
                      Major Account Type Code:  CK
                      Minor Account Type Code:
                      Record Activity Y/N:  Y
                      Roles to Include:  OWN,SIGN,CUST,CONS,TRST,TRUS
                      RptOnly_YN:  Y
                      Statement Cycle Code:  EOM
                      Stmt in Addition to Email YN:
                      Use External Cross Reference:  Y
                      User Field Code:
                      User Field Value:
                      User-field Action:
                      eStatement File Path:  C:\TEMP\PS_CNV_ESTMT_test.txt

Bank:    0001 Test Institution              E-Statement Maintenance Application         Run Date:  09-28-2022
Report:  PS_CNV_ESTMT                                                                   Post Date: 09-28-2022
                                                                                        Page: 1 of 2

        Member           Account    Old Delivery Method    New Delivery Method

       4861700        658000001440    PRNT                   EML

            Totals:
            Total Number of Records   :      4
            Total Number of Accounts  :      1
            Total Number of Exceptions :     3

Bank:    0001 Test Institution              E-Statement Maintenance Application         Run Date:  09-28-2022
Report:  PS_CNV_ESTMT                                                                   Post Date: 09-28-2022
                                                                                        Page: 2 of 2

System Report Information: Queue Number = 141749    Application Number = 14500    Queue Sub Number = 2

  Account Number  Activity Error Message                        Oracle Error Message
     1878100031  Del Method not updated. Current Del method is -EML
                 for Member Number 6361000

          0  Delivery Method code  is invalid for Member Number
             1878100

          0  Delivery Method code  is invalid for Member Number
             1878300

          0  Delivery Method code  is invalid for Member Number
```

Configuration Checklist:
Please review the items indicated in the checklist below and ensure that all items have been properly setup before running this application.

Item	Test Environment	Production Environment
Parameters		
External Interface		

Installation:

Install the application through DNAapp Management Console (formerly known as DNA Configuration Toolkit). The instructions on how use the DNAapp Management Console should be delivered along with the DNAapp Management Console. Please contact Client Care if you need assistance using the DNAapp Management Console.

Revisions:

Date	App Version #	Change
09/2022	1.0.0.10	Updated to clear out account number after an exception to eliminate the repeat of acct number in exception report.
08/2022	1.0.0.9	Code modified to handle invalid cycle code and delivery method
09/2021	1.0.0.8	Changed reference to AppMarket
07/2021	1.0.0.8	Updated to query multiple rows in cross reference table for a file to allow more than the 256 character limitation.
07/2021	1.0.0.7	Application enhanced to accept a member centric file.
05/2021	1.0.0.6	Application enhanced to exclude minors from processing when using the file load option based on external interface mapping.
09/2020	1.0.0.5	Allowed for insert of a Cycle that was closed out on the same day.
08/2020	1.0.0.4	Changed label to Fiserv Confidential
08/2019	1.0.0.4	Support for delivery method code migration
05/2018	1.0.0.3	Used standard font on Fiserv Confidential Label
02/2018	1.0.0.3	Documentation update - Added Fiserv Confidential Label
07/2017	1.0.0.3	Resolved issue when updating Delivery Method Code on accounts with no currently effective statement cycle.
07/2017	1.0.0.2	Resolved issue when updating Delivery Method Code on newly opened accounts.
05/2017	1.0.0.1	Made corrections to documentation.
12/2015	1.0.0.1	Fixed misspellings along with added default behavior for MICD parameter
3/2015	1.0.0.0	Updated documentation format.
4/2011	1.0.0.0	Modified and formatted to clarify the process and include verbiage for installation.