

Developer Manual

Electronic cancellation – TOCA



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01 Electronic cancellation – TOCA

The **Electronic Cancellation** is a type of text file that enables you to send transactions to be canceled, in accordance with the specifications and parameters of the layout, so that they are processed by Rede.

This type of file can be used by any establishment/area of activity, and it is recommended for those that have a large volume of cancellations to be processed. The sending is controlled by the establishment and there is no specified time period (frequency) to trigger the file.

One advantage of this type of file is that the number of cancellation insertions is unlimited; however, the parameters and rules of the layout structure must be respected.

In order for the files to be trafficked, you need to hire the services of a Van (company specialized in file traffic) approved by Rede, in accordance with the list attached at the end of the layout.

The Van is responsible for securely transmitting the files between the parties (encryption of data) and they are in accordance with the standards and procedures of Rede's Information Security area.



02 Processing and return

Processing of the file will be done in the early hours of the following day, provided it is received in our server by 9 p.m., and the return will be D+1. When there is the emission of a file and the deadline for its return expires, the establishment shall contact its Van so that they can analyze the file and make it available.

In cases in which the batch file is not in Rede's system, the establishment shall send the file data — Offline Transmission number (positions 16 to 25) and the sequence number (positions 61 to 64), which are both located in the type 00 record (header), as well as the transmission logs. These data will be forwarded to our Systems area to be analyzed.



03 Layout Specifications

As soon as your establishment contracts the services of the Van, the Implementations area will be alerted and it will arrange for the establishment of the O.T. (Offline Transmission) code. This code will replace the code of the establishment or the POS (Point of Sale) code in the type 00 record (header). An e-mail will be sent with the following information:

- **TOCA** registration performed for the machine XXXXXXXXX, the O.T. **code is XXXX** — positions 16 to 25 of the header (type 00 record).

Sending of the 1st file must follow the parameters below; otherwise the file will not be recognized by the system and will be disregarded.

- The sequence (positions 61 to 64) of the type 00 record (header) must commence at '0001'.

The file will only be authorized 'for the Commercial Group (composed of various parent companies) or for a specific Parent company; that is, it will not be authorized for any Subsidiary.

This procedure is a rule of the System and it will enable sales to be sent from any Subsidiary and from any Head office registered by the Commercial Group, or from any Subsidiary registered under one specific Parent company.

When contracting the file in the Van, it shall be informed if the authorization will be from the Commercial Group or the Parent Company.



04 File structure

Each movement sequence (positions 61 to 64) of the type 00 record (header) shall contain only one single type of sale, but it may have several lots.

When there are more than 999 sales, you must create a new lot, because each one holds up to 999 sales.

The counters present in the file must be maintained so that there is no rejection of the movement, because they are used to verify the integrity of information. They are:

- **Movement Sequence** – must be incremented for each composition of records from “00 to 99”
- **Lot Number** – must be incremented for every 999 type 01 records.
- **Sequence Number in the Lot** – it must be incremented by 1 for each record in the same lot (it goes from 001 to 999).
- **Sequence Number of the Record in the Movement** – the counter shall be started at 00001 in the type 00 record (positions 61 to 64) and incremented by 1 for each new record, of any type. The number of records in the movement is equal to the constant value in this field in the type 99 record.



In relation to the filling in of the type 01 record (credit card number and NSU number), the following rules shall be observed:

- If the full card number (positions 19 to 35) is informed, the NSU number field (positions 51 to 62) shall be filled in with zeroes — '0';
- If the NSU number (positions 51 to 62) is informed, the credit card number field (positions 19 to 35) shall be filled in with nines '9'.

One or the other must be informed; otherwise the system will reject the adjustment.



05 Structure error

The first thing done when the file is received by the system is the verification of its structure. If any parameter error is found (in accordance with layout specifications) the entire file will be rejected; that is, none of the cancellations will be canceled.

However, the system will emit a return file with status 'R' — Rejected (described at the end of the type 00 record), which contains the header record and the records where inconsistencies were found (type 00, 01, 30, 40, or 99), together with the corresponding error code.

The error code will be shown at positions 198 to 199.

In this case, the guidelines on how to correct and resubmit the file should be checked, as shown in table 2 — “Table for the status of the rejected movement”, attached at the end of the layout.



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