



# Car Repair Billing Webinar

Presented by: Kevin Wolfe

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# Agenda



- Car Repair Billing & FindUs.Rail
- Car Repair Billing Overview
- Billing Repair Card Walkthrough
- Invoicing Process
- CRB Data Exchange (DX) Process
  - Outbound Reporting
  - Error Codes
  - Understanding your PDF report
- Procedures Manual/Price Master/AAR Manuals/User Guide
- Tips and Tricks



# What Is The Car Repair Billing Application?



- Car Repair Billing (CRB) is Railinc's system for managing car repair invoices.
- Railinc receives invoices containing specific car repair data throughout each month, then distributes the invoices each month during the CRB Data Exchange.
- Inbound data (to Railinc) is received in one of two ways:
  - A 500-byte file sent via FTP.
  - Invoices created through the Car Repair Billing application.



# AAR Rules Regarding CRB



- Rule 112 of the Office Manual governs the Car Repair Billing process.
- Rule 113 of the Office Manual specifies that participation in the Car Repair Billing Data Exchange is mandatory and provides information on how to submit your billing data.
- Rule 114 of the Office Manual mandates the usage of FindUs.Rail by parties involved in the billing of car repairs.
- For the complete rules, please reference your copy of the Office and Field Manual.
- These publications can be purchased through [www.AAR.org](http://www.AAR.org).



# CRB and FindUs.Rail



Categories

Any assigned categories must have at least one category function specified.

☐  
☐

Category

Car Repair Billing

Category Role: Primary

Category Functions:

☐ Billed Party

☐ Billing or Invoicing Party

☐ Inquiries

☐ Invoice Exceptions

☐ Remit To

☐ Remit To Canada

☐ Remit To Mexico

☐ Remit To USA

The contact to whom the Billing/Invoicing Party has directed the invoice for payment.

The contact who is responsible for submitting the invoice to the Billed Party for payment.

The Billing/Invoicing Party contact to inquire on the status of payments, issues, questions, other than exceptions received from the Billed Party.

The Billing/Invoicing Party contact who is responsible for addressing and replying to all invoice related exceptions taken by the Billed Party per AAR Rule 112.

The Billing/Invoicing Party contact who is responsible for processing an invoice remittance payment received from the Billed Party.

The Billing/Invoicing Party contact in Canada who is responsible for processing an invoice remittance payment received from the Billed Party.

The Billing/Invoicing Party contact in Mexico who is responsible for processing an invoice remittance payment received from the Billed Party.

The Billing/Invoicing Party contact in the United States who is responsible for processing an invoice remittance payment received from the Billed Party.



# Requesting Car Repair Billing Access



## Car Repair Billing

CRB system provides functionality to create US, CA and MX pricemasters using quotes from quarterly price survey. It also provides online screens for repair shops and contract shops to submit invoices to responsible parties thru Data Exchange.

1 Select Roles 2 Confirm 3 Done

☐ CRB Billing Repair Card User ( MARK required )

Allows user to create Billing Repair Cards and invoices to submit to the CRB Data Exchange process.

☐ CRB Data Exchange Submitter ( MARK required )

Ability to view CRB Data Exchange submitter and receiver marks in the web based Billing Repair Card application.



# Requirements To Participate



- **Submitter Requirements:**

- MARK or Company ID.
- FTP Mailbox & CRB security setup OR Billing Repair Card permission.
- FindUs.Rail contact information for CRB.
- If submitting data via FTP, software to create and format 500-byte CRIP files.

- **Receiver Requirements:**

- MARK or Company ID.
- FTP Mailbox & CRB security setup.
- FindUs.Rail contact information for CRB.
- Software to parse 500-byte CROP files.



# What Is A Billing Party? Billed Party?



## Billing Party

- A Billing Party is the party that is sending invoices to the Billed Party (for repairs they did on equipment controlled by the Billed Party).
  - Synonymous with “submitter”

## Billed Party

- A Billed Party is a MARK that is being charged for repairs done on equipment. Typically the controlling entity, meaning car owner or lessee.
  - Synonymous with “receiver”

Please note: Submitters and receivers are either railroads, equipment owners, third party agents, and/or repair shops.



# Submission Methods



There are two ways to submit data to the CRBDX:

1. Submitting data in 500-byte format via FTP.
2. Submitting data using the Billing Repair Card function in the Car Repair Billing Application.



# Receiving Methods



There are two ways that CRB participants can receive data from the CRB Data Exchange:

1. Receiving data in 500-byte format via FTP.
2. Subscribing to the “Detailed PDF” report which contains invoices in a user friendly format.

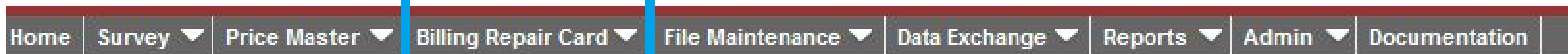
Please Note: CRB participants can submit, receive, or both.



# Billing Repair Card (BRC) Process



Car Repair Billing



## Welcome to CRB - Car Repair Billing

The Railinc internet Billing Repair system works in partnership with the Car Repair Billing (CRB) Data Exchange system to provide each participant the opportunity to electronically accumulate individual car repair costs for accounting, auditing and analytical purposes. The Internet BRC system was designed to allow the BRC user to issue Car Repair Billing invoices in accordance with the AAR Field and Office Manuals of the AAR Interchange Rules.

For Data Exchange participants, the Arbitration and Rules Committee has accepted revisions to the Car Repair Billing Procedures Manual for Data Exchange Edits and Paperless Billing, as submitted by the Car Repair Billing Committee to become effective January 8, 2010. Updates have been made to the Car Repair Billing Procedures Manual to document these changes.

The latest manual available for download at the [Railinc Car Repair Billing Community site](#). The Car Repair Billing User Guide can be found on the [Billing Repair Card](#) website.



# Billing Information



## Car Repair Billing

Home

Survey ▼

Price Master ▼

Billing Repair Card ▼

File Maintenance ▼

Data Exchange ▼

Reports ▼

Admin ▼

Documentation

Active BRCs

Priced BRCs

Available for Rebuttal

Search BRCs

Enter New BRC

Status Report

Invoice Summary

Billing Information

### Car Repair Billing

The system works in partnership with the Car Repair Billing (CRB) Data Exchange to provide the opportunity to electronically accumulate individual car repair costs for accounting purposes. The Internet BRC system was designed to allow the BRC user to issue invoices in accordance with the AAR Field and Office Manuals of the AAR Interchange.

For Data Exchange participants, the Arbitration and Rules Committee has accepted revisions to the Car Repair Billing Procedures Manual for Data Exchange Edits and Paperless Billing, as submitted by the Car Repair Billing



# Contact Information



## Contact Information

[View Demo](#)

Note: All required contact information MUST be filled in for ALL contact types: IQ, RT, EX, IP, BP.

Tax Id:

Contact Type:

Company Name:

Name:

Title:

Phone:

Fax:

E-Mail:

Street Address:

City:

State/Province:

Country:

Postal Code:

## Contact Information

[View Demo](#)

Note: All required contact information MUST be filled in for ALL contact types: IQ, RT, EX, IP, BP.

Tax Id:

Contact Type:

Company Name:

Name:

Title:

Phone:

Fax:

E-Mail:

Street Address:

City:

State/Province:

Country:

Postal Code:



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# Enter New BRC



Car Repair Billing

B5KXW01 : RAILINC CORPORATION | Launch Pad ▼ | Conta

Home	Survey ▼	Price Master ▼	Billing Repair Card ▼	File Maintenance ▼	Data Exchange ▼	Reports ▼	Admin ▼	Documentation
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Active BRCs

Priced BRCs

Available for Rebuttal

Search BRCs

Enter New BRC

Status Report

Invoice Summary

Billing Information

## Repair Billing

This system works in partnership with the Car Repair Billing (CRB) Data Exchange to provide the opportunity to electronically accumulate individual car repair costs for internal purposes. The Internet BRC system was designed to allow the BRC user to issue invoices in accordance with the AAR Field and Office Manuals of the AAR Interchange Rules.

The Arbitration and Rules Committee has accepted revisions to the Car Repair Billing Procedures Manual for Data Exchange Edits and Paperless Billing, as submitted by the Car Repair Billing Committee to become effective January 8, 2010. Updates have been made to the Car Repair Billing Procedures Manual to document these changes.



# Billing Repair Card - Main



Active Roadmark **RAIL** | User **B5KXW01**

### Billing Repair Card - Main

<b>Car Initial:</b> <input type="text" value="RAIL"/>	<b>Car Number:</b> <input type="text" value="001011"/>	<b>Car Kind:</b> <input type="text" value="T"/>
<b>Billed Company:</b> <input type="text" value="RAIL"/>	<b>L/E/U Indicator:</b> <input type="text" value="Unknown"/>	<b>Repaired SPLC:</b> <input type="text" value="411657000"/>
<b>Detail Source:</b> <input type="text" value="BR"/>	<b>Date Repaired (MM-DD-YYYY):</b> <input type="text" value="10-09-2019"/>	<b>Specify the following for Manually Priced Job Codes:</b> <b>Contract Labor Rate:</b> <input type="text" value="45.00"/> <b>Use AAR Time Standard:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Defect Card Party:</b> <input type="text"/>	<b>Defect Card Date (MM-DD-YYYY):</b> <input type="text"/>	
<b>Repair Facility Type:</b> <input type="text"/>	<b>Repair Facility Arrival Date (MM-DD-YYYY):</b> <input type="text"/>	
<b>Currency to Use:</b> <input type="text" value="US"/>	<b>Document Reference Number:</b> <input type="text"/>	
<b>DDCT ID (XXXX99999999):</b> <input type="text"/>		

**This BRC is for a re-submit invoice**

☐ Yes ☒ No    **Original Invoice Number:**     **Original Account Date (MM-DD-YYYY):**

**CIF Fields (optional)**

<b>Repairing Party CIF:</b> <input type="text"/>	<b>Invoicing Party CIF:</b> <input type="text"/>
<b>Billing Party CIF:</b> <input type="text"/>	<b>Defect Party CIF:</b> <input type="text"/>

**Job Codes**

Select	App. Job	Rem. Job	Loc.	Why Made	Qty.	Net Charge	Status	EHMS Sent Dt.
<div>Add New Line</div>								

**Rebuttal**

<b>Repairing Party:</b> <input type="text"/>	<b>Repairing Party Invoice Nbr.:</b> <input type="text"/>
<b>Repairing Party Doc. Ref. Nbr.:</b> <input type="text"/>	



# BRC Job Couplet



## BRC Job Couplet

**Note: Applicable EHMS job code and why made code repairs are sent to EHMS real time when invoices are finalized and sent for Data Exchange. However, repairing parties are required to report EHMS remediation repairs directly to EHMS per AAR Interchange Rule 94.**

Car: RAIL 001011

Repair Date: 10-09-2019

Repaired At: 411657000

Total Charge: Not Priced

Status: Pending

Invoice Number: Not Invoiced

Invoice Date: Not Invoiced

Manually Priced

☐

Wrong Repair

☐

Applied Job Code

 +

Removed Job Code

 +

Continue

Cancel



# Job Codes Search



## Job Codes Search

Job Code	<input type="text"/>
Rule Number	<input type="text"/>
Description	<input type="text"/>
<input type="button" value="Search"/> <input type="button" value="Cancel"/>	

Page:  of 26 (1-25) Total Items: 628 [Next](#) [Last](#)

	Job Code	Description	Rule Number
<input type="radio"/>	1116	ADDITIONAL BRAKE CLEANING - ACCOUNT SUBMERGED	4
<input type="radio"/>	1128	INSPECTION ASSOCIATED WITH EHMS LORF-AHS ALERT	3
<input type="radio"/>	1130	ADD'L SERVICE STABILITY TEST - EHMS LORF-NCF ALERT	3
<input type="radio"/>	1132	ADDITIONAL VENT VALVE TEST - EHMS LORF-NCF ALERT	3
<input type="radio"/>	1139	SCT USE MANUAL DEVICE, 1 SET, PER MA-63 or EW 5171	3
<input type="radio"/>	1140	SCT USE AUTO TEST DEVICE, 1 SET, PER MA-63 EW 5171	3
<input type="radio"/>	1142	4-PORT SCT W/ AUTO TEST DEVICE, MA-63 or EW 5171	3
<input type="radio"/>	1144	4-PORT SCT USE AN AUTOMATIC SCT DEVICE, 1 SET	3
<input type="radio"/>	1145	SCT USE A MANUAL SCT DEVICE, 1 SET	3
<input type="radio"/>	1146	SCT USE AN AUTOMATIC SCT DEVICE, 1 SET	3
<input type="radio"/>	1147	BRAKE CYLINDER LEAKAGE TEST, 1 SET	3
<input type="radio"/>	1150	GROUP A - PISTON TRAVEL ADJUSTMENT	3
<input type="radio"/>	1151	GROUP B - PISTON TRAVEL ADJUSTMENT	3
<input type="radio"/>	1152	GROUP C - PISTON TRAVEL ADJUSTMENT	3
<input type="radio"/>	1153	BODY MOUNTED BRAKES-TRUCK LEVER ADJUSTMENT	11
<input type="radio"/>	1155	SLACK ADJUSTER TEST	3
<input type="radio"/>	1157	RETAINING VALVE TEST	3
<input type="radio"/>	1159	EMPTY/LOAD VALVE TEST	3
<input type="radio"/>	1160	ANGLE COCK, BALL TYPE	5
<input type="radio"/>	1161	ANGLE COCK / END COCK HANDLE	5
<input type="radio"/>	1162	END COCK 1 1/4"	5
<input type="radio"/>	1163	ANGLE COCK / END COCK HANDLE AND TOP CAP ASSEMBLY	5
<input type="radio"/>	1165	AIR HOSE SUPPORT COMPLETE - NON-METALLIC	5
<input type="radio"/>	1167	AIR HOSE SUPPORT COMPLETE - METALLIC	5
<input type="radio"/>	1172	FLEXIBLE BRANCH PIPE HOSE	5



# BRC Job Couplet



## BRC Job Couplet

**Note:** Applicable EHMS job code and why made code repairs are sent to EHMS real time when invoices are finalized and sent for Data Exchange. However, repairing parties are required to report EHMS remediation repairs directly to EHMS per AAR Interchange Rule 94.

Car: RAIL 001011	Repair Date: 10-09-2019	Repaired At: 411657000
Total Charge: Not Priced	Status: Pending	
Invoice Number: Not Invoiced	Invoice Date: Not Invoiced	

<b>Manually Priced</b>	<input type="checkbox"/>
<b>Wrong Repair</b>	<input type="checkbox"/>
Applied Job Code	<input type="text"/> +
Removed Job Code	<input type="text"/> +
<div>Continue Cancel</div>	



# BRC Job Couplet



## BRC Job Couplet

Car: RAIL 001011

Repair Date: 10-09-2019

Repaired At: 411657000

Total Charge: Not Priced

Status: Pending

Invoice Number: Not Invoiced

Invoice Date: Not Invoiced

### Repair Information

Location on Car:

Quantity [PM Max: 1] :

Condition Code:

Applied Job Code: 1142

Applied Qualifier:

Why Made Code:

Component ID:

Removed Job Code: 1142

Removed Qualifier:

Responsibility Code:

Applied Job Code Description: 4-PORT SCT W/ AUTO TEST DEVICE, MA-63 or EW 5171

Narrative:

### Pricing Information

Material Price:

Labor Price:

Total: 0.00



# Price & Save

## Billing Repair Card - Main



Car Initial:	RAIL	Car Number:	001011	Car Kind:	T			
Billed Company:	RAIL	L/E/U Indicator:	Unknown	Repaired SPLC:	411657000			
Detail Source:	BR	Date Repaired (MM-DD-YYYY):	10-09-2019	<div>Specify the following for Manually Priced Job Codes:</div> <div>Contract Labor Rate: 45.00</div> <div>Use AAR Time Standard: <input checked="" type="radio"/> Yes <input type="radio"/> No</div>				
Defect Card Party:		Defect Card Date (MM-DD-YYYY):						
Repair Facility Type:		Repair Facility Arrival Date (MM-DD-YYYY):						
Currency to Use:	US	Document Reference Number:						
DDCT ID (XXXX99999999):								
This BRC is for a re-submit invoice								
<input type="radio"/> Yes <input checked="" type="radio"/> No		Original Invoice Number:		Original Account Date (MM-DD-YYYY):				
CIF Fields (optional)								
Repairing Party CIF:			Invoicing Party CIF:					
Billing Party CIF:			Defect Party CIF:					
Job Codes								
Select	App. Job	Rem. Job	Loc.	Why Made	Qty.	Net Charge	Status	EHMS Sent Dt.
<input type="checkbox"/>	1142	1142	1	13	1	\$0.00	Entered	
						Delete	Add New Line	
Rebuttal								
Repairing Party:				Repairing Party Invoice Nbr.:				
Repairing Party Doc. Ref. Nbr.:								
						Save Draft	Price & Save	



# Success!

Messages  
• BRC successfully saved.

## Billing Repair Card - Main

Car: RAIL 001011      Repair Date: 10-09-2019      Repaired At: 411657000  
Total Charge: Not Priced      **Status: Priced**  
Invoice Number: Not Invoiced      Invoice Date: Not Invoiced

Car Initial:	RAIL	Car Number:	001011	Car Kind:	T
Billed Company:	RAIL	L/E/U Indicator:	Unknown	Repaired SPLC:	411657000
Detail Source:	BR	Date Repaired (MM-DD-YYYY):	10-09-2019	<b>Specify the following for Manually Priced Job Codes:</b> Contract Labor Rate: 45.00 Use AAR Time Standard: <input checked="" type="radio"/> Yes <input type="radio"/> No	
Defect Card Party:		Defect Card Date (MM-DD-YYYY):			
Repair Facility Type:		Repair Facility Arrival Date (MM-DD-YYYY):			
Currency to Use:	US	Document Reference Number:			
DDCT ID (XXXX99999999):					

### This BRC is for a re-submit invoice

☐ Yes ☒ No      Original Invoice Number:      Original Account Date (MM-DD-YYYY):

### CIF Fields (optional)

Repairing Party CIF:      Invoicing Party CIF:      Billing Party CIF:      Defect Party CIF:

### Job Codes

Select	App. Job	Rem. Job	Loc.	Why Made	Qty.	Net Charge	Status	EHMS Sent Dt.
<input type="checkbox"/>	1142	1142	1	13	1.0	\$324.73	Priced	
Delete    Add New Line								

### Rebuttal

Repairing Party:      Repairing Party Invoice Nbr.:      Repairing Party Doc. Ref. Nbr.:

Save Draft    Price & Save    Copy as New    Print





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# BRC Invoice Creation



## Outstanding BRCs - Priced

View Demo

Total Items: 2

<input type="checkbox"/>	Car ID	Billed Company	Repair Date	SPLC	Total Charge	Status	Owned By	Last Updated By
<input checked="" type="checkbox"/>	<a href="#">RAIL 001011</a>	RAIL	08-07-2019	411657000	\$9.62	Priced	B5KXW01	B5KXW01
<input checked="" type="checkbox"/>	<a href="#">RAIL 001011</a>	RAIL	10-09-2019	411657000	\$324.73	Priced	B5KXW01	B5KXW01
<div>Transfer BRCsDeleteCreate InvoicesSelected Items ▾</div>								

- Click the checkboxes next to all BRCs you wish to bill, then click the “Create Invoices” button at the bottom of the screen.



# BRC – Create Invoices



## BRC - Create Invoices

As a reminder, please finalize and Submit all BRCs to Data Exchange by the last day of each month to be included in the current month's Data Exchange process.

For Account Month/Year October 2019

Select	Invoice Number	Invoice Date (MM-DD-YYYY)	Payment Due Date (MM-DD-YYYY)	Payment Terms	Billed Company	Billed Party Contact	Detail Lines	Total Charge	Misc. Charge	Grand Total
<input checked="" type="checkbox"/>	12345	10-10-2019	11-11-2019		RAIL	International Bridge and Terminal Co. - IBT	1	324.73	0.00	324.73

Save Selected Finalize and Send For Data Exchange Cancel

- Enter information into the required fields and select “Finalize and Send For Data Exchange.”



# Success!



Active Roadmark RAIL | User B5KXW01

Messages

- Invoices successfully submitted to Data Exchange: (invoice - billed company): 12345 - RAIL.

Outstanding BRCs - Priced

Total Items: 0


<input type="checkbox"/>	Car ID	Billed Company	Repair Date	SPLC	Total Charge	Status	Owned By	Last Updated By
No matching Billing Repair Cards were found								

- You will receive a blue success message indicating that your invoices were successfully sent to the data exchange.



# Invoice History



**RAILINC**

Car Repair Billing

B5KXW01

Home

Survey ▼

Price Master ▼

Billing Repair Card ▼

File Maintenance

Active BRCs

Priced BRCs

Available for Rebuttal

Search BRCs

Enter New BRC

Status Report

**Invoice Summary**

Billing Information



# Invoice History



## BRC History - Invoicing by Month

As a reminder, please finalize and Submit all BRCs to Data Exchange by the last day of each month to be included in the current month's Data Exchange process.

Please Select Date Range

☐ Year To Date

☒ From: May 2019 To: October 2019 Search

- The Invoice Summary feature displays a list of historical BRCs that you have sent to the Data Exchange.



# Invoice History By Month



## BRC History - Invoicing by Month

As a reminder, please finalize and Submit all BRCs to Data Exchange by the last day of each month to be included in the current month's Data Exchange process.

Please Select Date Range

☐ Year To Date

☒ From: January 2018 To: October 2019

Search

Month	Year	Billed Company	Invoice Number	Total Labor	Total Material	Total Miscellaneous	Total Credits	Total Invoiced	Status
Aug	2019	BNSF	RAJ12345	\$13,940.00	\$0.00	\$0.00	\$0.00	<a href="#">\$13,940.00</a>	Final
Nov	2018	RAIL	test	\$74.86	\$176.20	\$0.00	\$0.00	<a href="#">\$251.06</a>	Draft
Jun	2018	RAIL	112233	\$530.13	\$0.00	\$0.00	\$0.00	<a href="#">\$530.13</a>	Final(DE)
Apr	2018	RAIL	TEST PT	\$9.82	\$0.00	\$0.00	\$0.00	<a href="#">\$9.82</a>	Final(DE)
Jan	2018	ATSF	PRD2TEST	\$9.16	\$0.00	\$0.00	\$0.00	<a href="#">\$9.16</a>	Final(DE)
Jan	2018	ATSF	PRODTST	\$8.91	\$0.00	\$0.00	\$0.00	<a href="#">\$8.91</a>	Final(DE)
Jan	2018	CLNA	DDCTTST	\$9.16	\$0.00	\$0.00	\$0.00	<a href="#">\$9.16</a>	Final(DE)
Jan	2018	RAIL	PRDTEST RAGINI	\$106.54	\$2,846.83	\$0.00	\$0.00	<a href="#">\$2,953.37</a>	Final(DE)



# Invoice Detail



Active Roadmark RAIL | User B5KXW01

## BRC - Invoice Detail

**For Account Month/Year** August  
2019

**Invoice Number:** 12345

**Invoice Date:**  
08-08-2019

**Billed Company:**

RAIL

**Currency:** US

**Billed Party  
Contact:  
Status:**

International Bridge and Terminal Co. -  
IBT  
Final

**Miscellaneous Charges:** \$0.00

**Billing Repair Cards:** \$321.30

Total Items: 1

Detail Source	Car Initials	Car Number	Date Repaired	Resubmitted	Total Charge
BR	RAIL	001011	08-07-2019	No	\$321.30

Export File



[Create PDF](#)

- Click the “Create PDF” link to download a PDF to be sent to the Billed Party.
- Click the “Export File” button to generate a 500-byte file.



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# CRBDX Process



- The Car Repair Billing Data Exchange is a monthly cycle where invoices are sent to Railinc and then distributed on the 4<sup>th</sup> business day of every month.
- Repair data can be submitted to Railinc via FTP or by using the BRC function of Car Repair Billing.
- FTP Submitters will receive an “Inbound Data Exchange Report” upon submission of a 500-byte file, known as a Car Repair Inbound File (CRIP file).
- Each Billed Party will receive one Car Repair Outbound File, also known as a CROP file containing all invoices billed to your company.
- As part of the Data Exchange, the following outbound reports will be transmitted via email:
  - Each billing party will receive a “Billing Road Log” showing all distributed invoices and any held invoices.
  - Each Billed party will receive an “Outbound Data Exchange Log Report” specifying details of repair data they received.



# Data Exchange File Process Status Report



Reply Reply All Forward IM



Sun 11/3/2019 1:12 PM

dx@railinc.com

CRB: Data Exchange File Process Status Report

To ○ DX; ○ [REDACTED]; ○ [REDACTED]

Cc ○ DX



Railinc CRB Data Exchange File Status: ACCEPTED

We have processed your car repair data file to be included in the monthly Railinc Data Exchange processing. All accepted records will be included in the outbound distribution (to participating receivers) upon completion of the current Car Repair Billing Data Exchange.

Note: If you make any changes to your file for this accounting period, you MUST resubmit the entire file with the exact same filename (inside the zip file) to Railinc. (Our system will overwrite the previously submitted file with the same name).

Thanks,

CRB Data Exchange Manager, Railinc

Reply to: [dx@railinc.com](mailto:dx@railinc.com)

Error Code reference: [https://www.railinc.com/rportal/documents/18/260737/CRBDX\\_ErrorCodes.pdf](https://www.railinc.com/rportal/documents/18/260737/CRBDX_ErrorCodes.pdf)

- The File Process Status Report is distributed upon submission of a CRIP file. The possible statuses of the submitted file include: accepted, partially accepted, and rejected.



# File Process Status Report Continued



## Inbound Data Exchange Report

File Name: RAIL\_CRIP1909\_1P\_1\_TE  
Submitting Road Mark: RAIL  
Inbound Status: Partially Accepted

Processed Date: 2019-10-11 07:08 PM  
Received Date: 2019-10-11 07:08 PM

[Click here for Error Codes Reference](#)

Road Total							AAR Total		
Billing Road	Billed Road	DTL SRC	Account Date	Record Count	Labor Dollar	Misc Dollar	Record Count	Labor Dollar	Misc. Dollar
RAIL	BNSF	GB	2019-09	1	12.81	1.93	1	12.81	1.93

Records Received:	18	Invoices Received:	2
Format 1 Records Rcvd:	3	Accepted Invoices:	1
Format 1 Records Proc:	1	Rejected Invoices:	1
Total Material Charge:	1.93	Total Labor Charge:	12.81

The following critical error(s) were found that resulted in one or more invoices being rejected (identified by line number):  
(Line Number, Car Init/Num, Billing Party, Billed Party, Repair Date, App. Job Code, Why Made Code, Error Codes)

000001, BCNE900020, RAIL, CTRR, 190910, 2482, 06	1P
000002, BCNE900020, RAIL, CTRR, 190910, 4410, 10	1P

The following non-critical error(s) were found: (Line Number, Car Init/Num, Billing Party, Billed Party, Repair Date, App. Job Code, Why Made Code, Error Codes)

000001, BCNE900020, RAIL, CTRR, 190910, 2482, 06	Z7
000002, BCNE900020, RAIL, CTRR, 190910, 4410, 10	Z7
000010, BCNE900020, RAIL, BNSF, 190910, 2076, 02	Z7

The following Billed Road(s) do not participate in Car Repair Data Exchange as a data receiver:

CTRR

## Error Codes and Descriptions

This document lists error codes and descriptions for the Car Repair Billing Data Exchange (CRBDX). For additional information, refer to the [Car Repair Billing Data Exchange](#) web page.

Error Code	Description
0	Quantity - Must not be greater than the quantity specified in the Price Master.
3	Repair Facility Arrival Date (YYMMDD) - If present, must not be greater than Repair Date.
5	SPLC - Must be numeric and greater than zero. Tax codes, DE, DM and CB will be excluded.
6	Repair Date (YYMMDD) - Must be numeric and a valid date (00-99 (Year-YY), 01-12 (Month-MM), and 01-31 (Day-DD)). Must be within 13 months of Accounting Month and must not be in the future. If a resubmitted invoice, then must not be older than 24 months from the current Accounting Month and not be in the future.
8	Material Charge - Must be Numeric.



# Billing Party Report



## Billing Road Log for Data Distributed by Railinc

Submitter: CRB

Inbound File Name: C [REDACTED]

Billing Road	Billed Road	DTL SRC	Sent Date	Record Count	Labor Dollar	Misc Dollar	Invoice Number
C [REDACTED]	C [REDACTED]	BR	2019-10-02	6	101.22	38.7	378805

Total Items: 1

Total Material 38.70      Total Labor Charge: 101.22

Reply Reply All Forward IM



Wed 11/6/2019 12:28 PM

dx@railinc.com

CRB: Data Exchange Billing Party Report

To ☐ DX; ☐ [REDACTED]

Cc ☐ DX



Hi

Attached is the Invoice Summary by Billing Road Report from the Car Repair Billing System.

Thank You,  
CRB Data Exchange Manager, Railinc  
[crbdx@railinc.com](mailto:crbdx@railinc.com)



# Outbound Data Exchange Log Report



## Outbound Data Exchange Log Report

File Name: C[REDACTED]CROP1909.ZIP Date Sent: 10-04-2019 10:14 AM  
Billed RoadMark: C[REDACTED] Total Charge: \$11,687.24

Billing Road	Billed Road	DTL SRC	Date	Record Count	Labor Dollar	Misc Dollar
B[REDACTED]	[REDACTED]X	BR	2019-10-01	12	574.61	1827.51
B[REDACTED]	[REDACTED]X	GB	2019-10-01	9	154.74	55.38
C[REDACTED]	[REDACTED]X	BR	2019-10-01	1	16.87	6.45
C[REDACTED]	[REDACTED]X	GB	2019-09-01	1	15.89	3.41
I[REDACTED]	[REDACTED]X	BR	2019-10-01	1	13.8	1.63
K[REDACTED]	[REDACTED]X	BR	2019-10-01	8	491	402.99
K[REDACTED]	[REDACTED]X	GB	2019-10-01	4	60.91	5.77
N[REDACTED]	[REDACTED]X	BR	2019-09-01	4	98.16	27.15
N[REDACTED]	[REDACTED]X	GB	2019-09-01	2	31.78	6.82
U[REDACTED]	[REDACTED]X	BR	2019-10-01	42	2056.99	4996.14
U[REDACTED]	[REDACTED]X	GB	2019-10-01	35	684.44	154.8

Total Records : 173 Total Items: 11  
Total Material Charge: 7488.05 Total Labor Charge: 4199.19

Reply Reply All Forward IM

Wed 11/6/2019 11:41 AM  
dx@railinc.com  
CRB: Data Exchange Extract Complete

To ☐ DX; ☐ [REDACTED] ☐ [REDACTED]  
Cc ☐ DX

[REDACTED]1910.pdf  
3 KB

Hi

The outbound invoice file has been sent through FTP mailbox and is available at qzzzz21 .

Thanks,  
CRB Data Exchange Manager, Railinc



# Detail PDF Report



ReplyReply AllForwardIM

Mon 5/6/2019 12:17 PM

CM

csc@railinc.com

April 2019 CRB Invoice Detail - [REDACTED]X

To [REDACTED] [REDACTED] [REDACTED] [REDACTED]

Cc [REDACTED]

We removed extra line breaks from this message.

[REDACTED]X CROP1904 DAT.zip

568 KB

Hello Car Repair Billing Data Exchange Receiver,

Attached you will find the Car Repair Billing invoice detail for April 2019 if you have any questions feel free to contact me using the contact information below.

Thanks,

Railinc Data Exchange  
[CSC@railinc.com](mailto:CSC@railinc.com)  
1-877-RAILINC

3

NS														
Car Initial: [REDACTED]X					Kind: G					Loaded/Empty: E				
Car Number: 000113					SPLC: 4 [REDACTED]					Detail Source: BR				
Date of Repair: 190407					Repair Facility Type: LR					Month: 1904				
Defect Card Party:					Defect Card Date: 000000									
Loc	Qty	CC	Job Code Applied	QFR	Description of Repairs Made	Why Made Code	Job Code Removed	QFR	Resp Code	AAR Component ID	Labor Charge	Material Charge	Net Charge	Price Master Currency Indicator
A	1	1	1630		AIR BRAKE HOSE 33" OR OVER	04	1630		1		\$18.73	\$26.95	\$45.68	U



# Agenda



- Car Repair Billing & FindUs.Rail
- Car Repair Billing Overview
- Billing Repair Card Walkthrough
- Invoicing Process
- CRB Data Exchange (DX) Process
  - Outbound Reporting
  - Error Codes
  - Understanding your PDF report
- **Procedures Manual/Price Master/AAR Manuals/User Guide**
- Tips and Tricks



# Procedures Manual



## Car Repair Billing

Car Repair Billing (CRB) enables users to manage billing. Within CRB there are two methods for submitting invoices: the Car Repair Billing Data Exchange (CRBDX) and the Billing Repair Card (BRC) interface.

- **Car Repair Billing Data Exchange (CRBDX)** is a monthly exchange for receiving and transmitting invoices to registered billed parties. CRBDX utilizes industry rules and requirements to validate received invoices.
- **Billing Repair Card (BRC)** is a component of the Car Repair Billing system that provides an interface for receiving and transmitting invoices. The interface ensures that all required fields are populated before the BRC is submitted for pricing and performs basic validation on fields (such as checking that the repair date is not in the future).

The **Car Repair Billing Price Master** is a quarterly electronic publication with AAR-determined freight car repair charges for labor and material components. CRB users have the option of purchasing the Price Master directly from Railinc.

The **Car Repair Billing Webinar**, shown below, provides an overview of the Car Repair Billing process, including walk-throughs of the Billing Repair Card interface, the Car Repair Billing invoicing process, the Car Repair Billing Data Exchange process, and the Car Repair Billing Procedures Manual. Turn on/up your speakers to hear the presentation.

### Related Support Documents

[Car Repair Billing Procedures Manual](#)

[Rule 83 FAQs](#)

[Car Repair Billing: Billing Repair Card FAQs](#)

[Car Repair Billing: Billing Repair Card User Guide](#)

[Car Repair Billing: Data Exchange Error Codes](#)

[Car Repair Billing: Data Exchange FAQs](#)

[Car Repair Billing Input \(CRIP\) File Upload Instructions](#)

[Car Repair Billing Output \(CROP\) File Download Instructions](#)



# Procedures Manual: Appendix A



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CRB Data Exchange Edits Comparison Chart—Record Format 1					
<b>Global Edit:</b>	All "Alphabetic" and "Alphanumeric" codes MUST be Left-Justified. All "Numeric" fields MUST be Right-Justified. "Alphanumeric" fields may include special characters unless otherwise specified. "Must be Present" must be greater than spaces.				
(Sorted in position order)				Jan 2019 – Jun 2019	Jul 2019 – Dec 2019
Item	Positions	Edit	Error Code	DX Error Type	DX Error Type
30	135–136	<b>Removed Qualifier</b> —If Machine Priceable="Y", must be blank, alphabetic or numeric-alphanumeric is invalid. The input value must adhere to one of the following: <ul style="list-style-type: none"> <li>If Price Master Qualifier is numeric, may not exceed highest numeric qualifier applicable to the Job Code.</li> <li>If first character of qualifier="Z", no edit.</li> </ul> (Note: If Price Master qualifier = '00', no Price Master edit) (Note: Removed Qualifier and Car Part Code are mutually exclusive and share the same field within the 500-byte record. See field 30A below.)	U	Information Only	Information Only
30A	135-137	<b>Car Part Code (Removed Qualifier)</b> —If Price Master Qualifier="VZ", must be a valid Car Part Code per Rule 83 in the Field Manual. (Note: Removed Qualifier and Car Part Code are mutually exclusive and share the same field within the 500-byte record. See field 30 above.)	U	Information Only	Information Only
32	138	<b>Responsibility Code</b> —Must be numeric; If Machine Priceable="Y", must be 1, 2 or 3. Detail source CB will be excluded.	V	Information Only	Information Only
33	139–142	<b>Defect Card/JIC Party</b> — If Responsibility Code = 3, must be present and alphanumeric.	W	Mandatory Reject	Mandatory Reject



# Procedures Manual: Other Appendices



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# CRB Price Master



- The AAR Price Master file is the machine readable, binary version of the Price Matrices located in the AAR Office Manual. This is only available via FTP.
- The Price Master is distributed quarterly to subscribers and is only available via FTP.
- Subscribers must have a valid MARK or Company ID and also be an active CRB participant.



# AAR Office Manual



**ASSOCIATION OF AMERICAN RAILROADS**

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## **2020 Office Manual**

**OF THE**

## **AAR Interchange Rules**

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-  Rule 111— Car Repair Pricing
-  Rule 112— Car Repair Billing
-  Rule 113— Car Repair Billing Data Exchange Procedures
-  Rule 114— Mandatory Contact List Requirements



# AAR Field Manual 2020




## FIELD MANUAL

OF THE

A A R

## INTERCHANGE RULES

 Rule 83— Preparation of Original  
Record of Repair and Billing Repair  
Data





# CRB User Guide



## Car Repair Billing (CRB): Billing Repair Card (BRC) User Guide



7001 Weston Parkway, Suite 200  
Cary, North Carolina 27513

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Last Updated: July 2018

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# CRB User Guide



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- BRC information can be found starting on page 12 of the CRB User Guide



# Agenda



- Car Repair Billing & FindUs.Rail
- Car Repair Billing Overview
- Billing Repair Card Walkthrough
- Invoicing Process
- CRB Data Exchange (DX) Process
  - Outbound Reporting
  - Error Codes
  - Understanding your PDF report
- Procedures Manual/Price Master/AAR Manuals/User Guide
- **Tips and Tricks**



# Common Issue: BRC SPLC



## Billing Repair Card - Main

[View Demo](#)

Car Initial:	<input type="text"/>	Car Number:	<input type="text"/>	Car Kind:	<input type="text"/>			
Billed Company:	<input type="text"/>	L/E/U Indicator:	<input type="text"/>	Repaired SPLC:	<input type="text"/>			
Detail Source:	<input type="text"/>	Date Repaired (MM-DD-YYYY):	<input type="text"/>	<div>Specify the following for Manually Priced Job Codes:</div> <div>Contract Labor Rate: <input type="text" value="45.00"/></div> <div>Use AAR Time Standard: <input checked="" type="radio"/> Yes <input type="radio"/> No</div>				
Defect Card Party:	<input type="text"/>	Defect Card Date (MM-DD-YYYY):	<input type="text"/>					
Repair Facility Type:	<input type="text"/>	Repair Facility Arrival Date (MM-DD-YYYY):	<input type="text"/>					
Currency to Use:	<input type="text" value="US"/>	Document Reference Number:	<input type="text"/>					
DDCT ID (XXXX99999999): <input type="text"/>								
This BRC is for a re-submit invoice								
<input type="radio"/> Yes <input checked="" type="radio"/> No      Original Invoice Number: <input type="text"/> Original Account Date (MM-DD-YYYY): <input type="text"/>								
CIF Fields (optional)								
Repairing Party CIF:		<input type="text"/>		Invoicing Party CIF:				
Billing Party CIF:		<input type="text"/>		Defect Party CIF:				
Job Codes								
Select	App. Job	Rem. Job	Loc.	Why Made	Qty.	Net Charge	Status	EHMS Sent Dt.
<div>Add New Line</div>								
Rebuttal								
Repairing Party:			<input type="text"/>			Repairing Party Invoice Nbr.:		
Repairing Party Doc. Ref. Nbr.:			<input type="text"/>					
<div>Save Draft   Price &amp; Save</div>								



# LOAs For Car Repair Billing



- The Railinc Letter of Authorization (LOA) System allows users to grant CRB submitter and receiver rights to another company for them to manage.
- When a new LOA is submitted and approved, the CRB Product Support team will determine who is submitting and receiving data on behalf of the requested MARK.
- If you submit an LOA, please be prepared to correspond to CRB Product Support if it is found that another company already submits and/or receives CRB data for the MARK that was requested.



# Missing Invoice



- Whenever a CRB participant contacts Railinc CSC about a missing invoice number, Railinc Product Support reviews the outbound file and the inbound file from the submitter to determine if the invoice in question was transmitted that month.
- “Missing” invoices are almost always due to not having been transmitted to the data exchange in the current month, or the MARK entered as the Billed Party is received by another company.



# Duplicate Files



- If your file is partially accepted, submitting a corrected file of the same name will overwrite the previously rejected file.
- If you submit a corrected file under a new file name, both the partially rejected file and the new file will be distributed during the monthly Data Exchange.



# Changing Email Addresses



- The outbound reports distributed by the CRB System are sent to the email addresses in the CRB security setup of the MARK in question.
- If you should need to change the email addresses that receive outbound reports, contact [CSC@Railinc.com](mailto:CSC@Railinc.com) or 877-RAILINC and be prepared to provide your Company ID or MARK, the email addresses that should be added or removed, and whether or not your company receives the Detailed PDF Report.



## Need A File Resent?



- If you did not download your 500-byte file within the 14 day window, Railinc can resend your file for no cost prior to the following Data Exchange.
- Please contact [CSC@Railinc.com](mailto:CSC@Railinc.com) or 877-RAILINC should you need your CROP file retransmitted.
- Be prepared to provide your MARK, the month the file was originally transmitted, and the file name if applicable.
- Please be advised that if the next Data Exchange has already taken place, a retransmission fee may apply. See Railinc Price List for details.



# Links To CRB Documentation



- [Procedures Manual](#)
- [CRB User Guide](#)
- [CRB BRC FAQ](#)
- [Car Repair Billing Demos](#)
- [CRBDX Error Codes](#)
- [Subscribe to the AAR Manuals](#)

- These documents can be found on [www.Railinc.com](http://www.Railinc.com)



# ***Railinc Keeps You Moving.***

**Kevin Wolfe**

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