Multi Level Pool Billing (MLPB) Procedures Manual

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Document Control

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1 Data Exchange Procedures

1.1 Benefits from Multi Level Pool Billing Data Exchange

The Multi Level Pool Billing (MLPB) Data Exchange standardizes how pool repair data are reported, edited, and liablilities are calculated among participants. Benefits of MLPB include:

A. Captures repair invoices in electronic form from each ramp location

B. Captures repair details at the equipment level with job code details

C. Validates against industry rules

D. Distributes invoices to pool participants

E. Allows contractor billing

F. Low data capturing costs as the Data Exchange minimizes the need to manually enter Billing Repair Data payables prior to internal audit

G. Potential reduction in auditing costs by minimizing data entry and eliminating manual auditing of bills payable

H. Potential increased recovery by providing an economical means to prevent revenue lost through improper billing charges

I. Electronic data submission supports in house auditing functions

J. Potential decrease in improper billing charges through the identification of critical and non-critical billing errors

K. Facilitates electronic billing and re-billing as internal programs could generate new BRC detail

L. Increased accuracy of the electronic billing data can be utilized for in-house and AAR analytical purposes

1.1.1 Maintenance History Benefits—Data Exchange Receivers

A. Supports more detailed auditing using each car's maintenance history, specifically warranted repairs, specific car type data and duplicate repairs to note exceptions

B. Assists financial planning related to car replacement needs, capitalization studies and new budget developments for both stores and shop organizations

C. Facilitates a research data bank to support technical and cost benefit studies

1.1.2 Maintenance History Benefits—Industry

A. Support AAR committee information requirements

B. Permit monitoring of industry performance by the AAR

C. Increased flexibility of retrieving data for special studies per the authorization of the AAR

D. Facilitates research to support technical and cost benefit studies by the AAR

E. Analyze failure trends of components among car series for design and component manufacturer problems by the AAR

1.2 Participation in Railinc MLPB Data Exchange

Companies must submit an email request to csc@railinc.com at least **30** days in advance of their intent to join, modify, or terminate their participation in this system. Include an estimated volume count in your original notice. Participating companies must furnish the data as prescribed in this manual.

Participating companies encountering any difficulties in complying with the requirements of this program should contact csc@railinc.com.

1.2.1 Data Exchange Schedule

The following time schedule governs participants in the MLPB Data Exchange program:

A. The MLPB Exchange data must be submitted to Railinc based on the annual schedule published by Railinc each December. The schedule is approved by the SEFCC (Specially Equipped Freight Car Committee) prior to publication. Contact Railinc for this schedule at csc@railinc.com. In addition, the MLPB DX schedule is available on Railinc's corporate site.

B. Railinc processes per the defined annual MLPB Data Exchange schedule.

C. Submitter (Pool Operator or Contractor) receives an email with the MLPB Inbound File Report from the MLPB Data Exchange. This report defines the status as well as the mandatory error codes (Appendix C) that will be electronically transmitted to all registered submitters upon inbound file processing. Participating submitters encountering any difficulties with input data should immediately contact Railinc at csc@railinc.com. (**Real Time status**)

D. Pool Participants receive an email with the Outbound Data Exchange Log Report and notification the file is available to download. This report defines invoices distributed by the Pool Operators contained in the outbound file. This report is distributed monthly per the Data Exchange schedule. Participating recipients encountering any difficulties with output data should immediately contact Railinc at csc@railinc.com.

1.2.2 Participant Profile Information

The MLPB Data Exchange process is electronic therefore the following registration information is necessary:

A. **Pool Operator/Authorized Contractor**. Identification of the registered Pool Operator or a valid contractor authorized to submit records on behalf of the Pool Operator.

B. Contractors must obtain a Railinc identifier or mark to participate in the MLPB Data Exchange. The Railinc Onboarding Application enables companies to request a company ID or mark. There is a one-time set-up charge for registering a company ID or mark with Railinc.

C. The submission type is FTP. Specific connectivity information (hardware addresses, port information, queue names, etc.) is provided by the Data Exchange Product Support Team

during the initial setup phase. Submitters with an existing Railinc FTP mailbox must provide this information at the time of setup.

1.2.3 Confidentiality

A. No company will be permitted access to the data of another company unless a letter of authority is on file from the car mark owner or the authorized agent. (**LOA application**)

B. Unless prior approval is obtained, AAR statistical studies will be conducted by masking specific repairing or owning organizations. (**Refer to Railinc Data Security Policy**)

1.3 Calendarization

GPI (Gross Program Index) is finalized and published on the 7th business day of each month.

Inbound (files submitted to Railinc) – All files must be in by the 9th business day of each month.

Outbound (files sent from Railinc) – Files are processed on the 10th business day of each month.

RCH (Railroad Clearing House) – Schedule TBD.

Business Day is based on the Railinc calendar available at on the MLPB DX page.

1.4 Data Submission and Receipt

1.4.1 Data To Railinc

A. Data submitted for the MLPB Data Exchange process must conform to the format in Appendix E and must be submitted in the sequence shown in Section 1.5.

B. Data submitted to Railinc via FTP must conform to the following rules.

- The file sent to Railinc via FTP must comply with the naming convention of MARK_IP_YYMMDD_XXXXXXX.zip or MARK_IP_YYMMDD.zip

- Authorized contractors will have the ability to submit repairs on behalf of the Pool Operator. Contractors will need to have a Railinc identifier such as a Shopmark or Company ID to participate in the billing process on behalf of the Pool Operator. The process to obtain a Railinc identifier is further outlined in the Railinc Onboarding Application.

  - The MARK must be the Pool Operator for the file you are submitting.
  - The XXXXXXX is optional and can be any alphanumeric combination you like.
  - We recommend contractors use the XXXXXXX to provide their Mark along with any other details.

Examples of Acceptable File Names: (Pool Operator = RAIL, Contractor = MFX)

- RAIL_IP_180910.zip
- RAIL_IP_180910_A10236d.zip
- RAIL_IP_180910_MFXabc1.zip
- RAIL_IP_180910_MFX1.zip

- RAIL_IP_180910_MFX.zip

- In the case of a file resubmission within the same Data Exchange period, the file name must be the same (including case sensitivity). For example, if the initial file is CSXT_IP_YYMMDD.zip then the resubmit Csxt_IP_YYMMDD.zip would result in multiple files being processed. However, repairs would be subject to a duplicate submission check.

- The MLPB Data Exchange checks for duplicate lines inside your file and across all files submitted for the current data exchange run. File submissions with the exact same name (case sensitive) are treated as the same file and override a previous submission. The fields that are compared to determine a duplicate repair line can be seen in Appendix G.

- The file sent to Railinc via FTP must be sent to the authorized Multi Level Pool Billing Mailbox, setup by Railinc Product Support.

- Each zip file must contain one and only one text (.txt) or data (.dat) file.

C. Data received on or before the cut-off date, shown in the Data Exchange production schedule, will be processed for exchange in that month's cycle. This data may contain more than one account year and month depending upon the submitting parties' practices.

D. Repair data is accepted by the data exchange if the repair dates in your submitted file have an associated GPI that is or will be available at the time of the data exchange. GPI data that is published on the 7th business day of each month pertains to previous month mileage data. Additional information regarding the GPI process and associated repair dates can be found in Appendix G.

E. If the file contains critical errors, Railinc will reject the entire file. If the Pool Operator or Billed Pool are not found, they will be considered critical errors and records will be rejected/excluded from the inbound file. Submitting party will receive notification of records being rejected/excluded.

F. All submissions received by Railinc that contain no critical errors are submitted to output recipients. Submitted files must be in accepted status as defined in the MLPB Inbound File Report.

G. Customers in Canada and Mexico submit their MLPB invoices to the Data Exchange without taxes. A full explanation is in Appendix G.

H. Submitters receive email notification following file submission indicating if the file was accepted or rejected. A link to the MLPB Inbound File Report is included in the email. Further examples and explanations regarding the MLPB Inbound File Report are found in Appendix G.

1.4.2 Data From Railinc

A. Data from the MLPB Data Exchange process is distributed to the Pool Participants per annual schedule published by Railinc. See Section 1.2.1.A. Any unexpected delays or modifications to this schedule are communicated via email.

B. Data output is furnished in the sequence shown in Section 1.5 and accompanied by the Control Reports and Invoice discussed in Section 1.6.

C. Pool Participants receive an email with the MLPB Accounts Payable Data Exchange Report and MLPB Net Billing Data Exchange Report, and notification that the file is available to download. Pool Participants are responsible for downloading their respective files from the FTP mailbox within 14 days of the Data Exchange Process run as specified by the Data Exchange schedule. See Section 1.2.1.A.

1.5 Processing Controls

A. Since the system involves not only a large volume of data, but also a considerable amount of money, SEFCC (Specially Equipped Freight Car Committee) has instituted a set of controls to ensure that all data received is completely accounted for.

B. The detail records are summarized and compared to the Invoice Summary (Type 8) and the Final Total Summary (Type 9) records.

C. Should it be necessary for Railinc to request a company to resubmit data at any time, the company should be prepared to resubmit for current month processing or include the data in the subsequent month's submission.

D. AAR/Railinc will notify the industry prior to the implementation of any change to the system.

1.6 Control Reports and Invoices

1.6.1 Reports Generated by Railinc

Submitters receive an MLPB Inbound File Report email once the file has been processed. MLPB Accounts Receivable Data Exchange Report and MLPB Net Billing Data Exchange Report distributed by Railinc is sent to submitters once the MLPB Data Exchange process is complete. This report defines what information is distributed to the pool participants. The MLPB Accounts Payable Data Exchange Report and MLPB Net Billing Data Exchange Report is emailed to Pool Participants with invoices contained in the Outbound File accessible through the FTP mailbox.

1.6.2 Net Settlement Invoicing

The MLPB Accounts Payable Data Exchange Report monthly billing invoice is forwarded to the registered FindUsRail recipient for each Pool Participant. The MLPB Accounts Receivable Data Exchange Report is forwarded to Pool Operators that submitted billing information for the given month. The MLPB Net Billing Data Exchange report lists Accounts Payable and Accounts Receivable totals to provide a Net-Net amount to be used in the RCH settlement process.

2 Editing Payables

2.1 Scope and Purpose

The scope and purpose of this documentation is not to establish a single system within the industry, but to provide basic guidelines for editing MLPB and to prepare an Electronic Car History File for the use of the car owner.

Each car owner should design a system which meets their own managerial requirements within their own processing and economic limitations. Consideration should be given to:

- Use of the Multi Level Pool Billing Procedures Manual
- Methods of capturing non Data Exchange payable data
- Method for verifying car ownership and recording maintenance activity
- Retention of all repair detail as required
- Incorporation of multiple owner car fleets
- Integration with other managerial data processing systems
- Extent and nature of management controls
  - Budget Planning
  - Verification of Bills Prior to Payment
  - Billing Trends by Billing/Invoicing Party and/or Repairing Party
  - Volume of Exceptions Identified

2.2 Post-Processing

2.2.1 Analysis

Reporting and analysis is left to the car owner or designated agent.

Appendix A General Definitions

A.1 Qualifier Field (Qualifiers/Car Part Codes)

Certain Applied and Removed Job Codes have a related alpha car part code or numeric qualifier field which must be reported where the AAR Interchange Rules require this coding.

The coding structure encompasses two items:

1. ***Qualifiers*** (Defined in *AAR Field Manual* Section B-Correct Repair Charts or Section E - General Information) - A **2**-digit, numeric code to identify a specific manufacturer and/or model or AAR design designation within a specified Job Code. For example (from AAR Rule 21), Job Code 2436 **01** (Cardwell Westinghouse Mark R500) or Job Code 2436 **10** (Cardwell Westinghouse Mark 50).

   Qualifiers always start at 01 and cannot have duplicates. However, Qualifiers may have open numbers or the item that used Qualifier 01 in a particular chart was discontinued or made obsolete and now the first item in that chart has a Qualifier greater than 01. The Price Master File contains the highest valid number for the Applied and/or Removed Job Code.

2. ***Car Parts*** (Car Part Nomenclature - defined in *AAR Field Manual* Rule 83) - A 3-character, alphabetic code to identify specific car parts for labor or securement reporting. For example; Job Code 6120 **XOE** (Radial Door, Locking Pin Assembly) or Job Code 6130 **XOH** (Radial Door, Pivot Arm).

Job Code Field

Job Codes are unique **4**-digit numbers that identify the inspection, repair, and/or testing performed, or the car component applied or removed.

Responsibility Code Field

Responsibility Code is a **1**-character numeric code used to designate responsibility for repairs made to a car. A Responsibility Code must be present and always be '4' for MLPB.

A.2 Standard Point Location Code Field (SPLC)

The Standard Point Location Code (SPLC) is the selected means of identifying all repair locations on the North American Continent for the following reasons:

- Uniformity of Interpretation
- Used in Other Data Exchange Systems
- Controlled Assignment by Each Company
- A Multi-Level Coding Structure

The coding levels are:

A	Region
B	State/Province
CC	County
DD	Location

A Repairing Party should submit their request for new coding to the AAR/Railinc Business Services Division for incorporation into the Centralized Station Master file.

Important Note: In SPLCs established for Canada and Mexico, the first digit **A** (for Region) has been defined as:

Canada = **0**XXXXX
Mexico = **9**XXXXX

The Data Exchange layout contains a mandatory 6-digit SPLC field and an optional 9-digit SPLC field. At a future date (to be determined by MLPB Committee), the 6-digit SPLC field will be retired and our industry will be required to report SPLC in the 9-digit field.

Also refer to http://www.nmfta.org/pages/splc.aspx.

A.3 Repair Facility Type Field

The Repair Facility Type field uses a 2-character code to identify the type of facility where car repairs were performed. The MLPB Repair Facility Type must be present and RP.

A.4 Reporting Quantity Field

Unit of Measure Code	Master Definition	Rule References	Field Reporting
1	Each	3-8, 10–13, 16–22, 36–37, 41, 43–44, 46–48, 50, 53, 57–59, 61–66, 68, 71, 72, 74–75, 77, 79–81	Whole Number
2	Per Pound	60, 68, 69, 76, 82	Drop less than 1/2 lb., Add 1 if 1/2 lb. or over
3	Linear Foot	4, 5, 11, 53, 73, 81	Drop less than 6 in. Add 1 ft. if 6 in. or over
4	Length in Inches	82	Whole Number
5	10^{th} Hours of Labor	68, 75	Exact 1/10 of hour
6	Square Feet	78, 80	Drop less than 1/2 sq. ft., Add 1 if 1/2 sq. ft. or over

A.5 Proper Usage of Detail Source Codes

BP Pool Operators that submit repair information for pool billable charges.

OR Off Rack – Used only for repairs performed when the equipment ID is not available or applicable. Reference Appendix (D) for a list of job codes for the "OR" Detail Source.

EX Exception Credits issued by Pool Operators

GP Canadian Goods and Services Tax—Used only for repairs performed for car marks that are registered and resident in Canada.

HP Canadian Harmonized Tax—Used only for repairs performed on car marks that are registered and resident in the Canadian Maritimes.

IV Imposed Value Added Mexican Tax—Used only for repairs performed and billed between Mexican RR in Mexico.

PP Canadian Provincial Sales Tax—Used only for repairs performed on car marks that are registered and resident in Canada.

ZZ Record Type Total.

A.6 Location Codes

Valid Bi-Level Rack location values are:
AB, RL, AD, BD, AL, AR, BL, BR, AAR, AAL, ABR, ABL, BAR, BAL, BBR, BBL, and spaces.

Valid Articulated Bi-Level location values are:
AB, C, RL, AD, BD, AL, AR, BL, BR, AAR, AAL, ABR, ABL, BAR, BAL, BBR, BBL, and spaces.

Valid Tri-Level location values are:
AB, RL, AD, BD, CD, AL, AR, BL, BR, AAR, AAL, ABR, ABL, BAR, BAL, BBR, BBL, CAR, CAL, CBR, CBL, and spaces.

A.7 Location Mapping To Job Code Master File

MLPB Location Mapping

Position	1	2	3	4	5	6	7	8	9	10
BI-Level	A B		R L	AD	BD	Open	AL AR BL BR	AAR AAL ABR ABL BAR BAL BBR BBL	Open	Open
ART-BI-LEVEL		C				Open			Open	Open
TRI-LEVEL	A B		R L	AD	BD	CD	AL AR BL BR	AAR AAL ABR ABL BAR BAL BBR BBL CAR CAL CBR CBL	Open	Open

Position	Locations	Unit Types	Location Descriptions
1	A B	Bi, ABi, or Tri	A or B End
2	C	ABi	Center
3	R L	Bi, ABi, or Tri	Right or Left Side
4	AD	Bi, ABi, or Tri	A Deck
5	BD	Bi, ABi, or Tri	B Deck
6	CD	Tri Only	C Deck
7	AR AL BR BL	Bi, ABi, or Tri	A End Right Side, A End Left Side, B End Right Side, B End Left Side
8	AAR AAL ABR ABL BAR BAL BBR BBL	Bi and ABi Only	A End A Deck Right Side, A End A Deck Left Side, A End B Deck Right Side, A End B Deck Left Side…
8	AAR AAL ABR ABL BAR BAL BBR BBL CAR CAL CBR CBL	Tri Only	A End A Deck Right Side, A End A Deck Left Side, A End B Deck Right Side, A End B Deck Left Side…with C Deck

Example 1

Description	APPL JC	RMVD JC	LOC	CC	WM	Resp	QLFR	Material Unit	Max BI	Max Art	Max Tri
Radial door unlocking cable – Less than 75 inches.	6110	6110	AR AL BR BL	1	01, 02, 03, 04, 08, 26, 45, 80	4		Each	1	1	0

In the Location Field

Position	1	2	3	4	5	6	7	8	9	10
BI-Level	0	0	0	0	0	0	1	0	0	0
ART-BI-LEVEL	0	0	0	0	0	0	1	0	0	0
TRI-LEVEL	0	0	0	0	0	0	0	0	0	0

Example 2

Description	APPL JC	RMVD JC	LOC	CC	WM	Resp	QLFR	Material Unit	Max BI	Max Art	Max Tri
Bolt, Common Standard	6404	6404	A B C AD BD CD R L AR AL BR BL AAR AAL ABR ABL BAR BAL BBR BBL CAR CAL CBR CBL	1	01, 02, 03, 08, 09, 10, 18, 45	4		Each	999	999	0

In the Location Field

Position	1	2	3	4	5	6	7	8	9	10
BI-Level	1	0	1	1	1	0	1	1	0	0
ART-BI-LEVEL	1	1	1	1	1	0	1	1	0	0
TRI-LEVEL	1	0	1	1	1	1	1	1	0	0

Appendix B FTP Inbound/Outbound Files

B.1 Inbound/Outbound Files

Data Exchange and Job Code Master participants must utilize an FTP mailbox to send or receive Multi Level Pool Billing and/or Job Code Master files. Railinc sets up and designates an FTP (File Transfer Protocol) mailbox and FTP folder for every participating (Data Exchange and/or Job Code Master) company's Multi Level Pool Billing profile. The Data Exchange participant must send/receive the monthly invoices to/from the designated mailboxes in accordance with the Data Exchange production schedule. Similarly, the Job Code Master recipient receives the Job Code Master file from the same mailbox.

B.2 FTP

The Inbound/Outbound files are accessible via FTP. The Pool Operators must use their defined FTP mailbox to upload/download Multi Level Pool Billing (MLPB) Data Exchange and/or Job Code Master files. Railinc provides a sample FTP script to upload or download files automatically to/from the designated mailboxes.

The MLPB Data Exchange Pool Operators are encouraged to use Railinc's test environment to test their inbound files. Railinc requires new Pool Operators to send two files for Railinc to upload in the test environment. The MLPB Inbound File Report is provided to new Pool Operators for corrections. To schedule testing, the Pool Operator should contact Railinc's Customer Success Center.

Railinc's contact information:

Railinc Customer Success Center
Railinc
11000 Weston Parkway, Suite 200
Cary, North Carolina 27513
csc@railinc.com

Appendix C Edit Charts

C.1 Edit Chart 1 – Record Format 1 (General Detail)

Refer to the MLPB Error Codes.

Please use the following procedure if you need to access these Error Codes:

1. Visit https://public.railinc.com/.
2. Go to the Product & Services page.
3. Select Multi Level Pool Billing Data Exchange.
4. See Related Supported Documents section for MLPB documentation.

MLPB Data Exchange Edits Comparison Chart—Record Format 1				
Global Edit	**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)				
Item	**Positions**	**Edit**	**Error Code**	**DX Error Type**
1	1	Record Type - Must be '1'	1ML01	Mandatory Reject
2	2-5	Pool Operator - Must be present and alphanumeric. This should be a Railinc registered identifier as a Pool Participanting road	1ML02	Mandatory Reject
3	6-9	Billed Pool —Must be present and alphabetic. This should be a Railinc registered active pool/shipper/OEM	1ML03	Mandatory Reject
4	10-13	Account Date (YYMM) - Must be present and valid numeric date Type (YYMM). Must not be older than one year from the current year/month and must not be in the future.	1ML04	Mandatory Reject
5	14-29	Invoice Number - Must be present and alphanumeric.	1ML05	Mandatory Reject
6	30-30	Job Code Master Currency - Must be U (US) or C (Canada).	1ML07	Mandatory Reject
7	31–32	Detail Source - Must be present and must be BP (Billing Pool)	1ML08	Mandatory Reject
8	33–47	Document Reference Number	N/A	N/A
9	48-51	Equipment Initial - Must be present and alphabetic. This is the reporting mark of the flat car.	1ML09	Mandatory Reject
10	52–57	Equipment Number - Must be numeric and greater than zero.	1ML10	Mandatory Reject

11	58	Kind of Equipment - Must be present, alphabetic and equal to F (Flat Car).	1ML11	Mandatory Reject
12	59	Loaded Indicator - Must be L, E, or U.	1ML12	Mandatory Reject
13	60-65	Repair Date (YYMMDD) - Must be numeric and in date format (00-99 (Year-YY) 01-12 (Month-MM) and 01-31 (Day-DD)).	1ML13	Mandatory Reject
14	60–65	Repair Date - Cannot be greater than the account date or in the future. Must be within 4 months of the current date.	1ML14	Mandatory Reject
15	60–65	Repair Date – Repair dates must be within 7 months from the current month and must not be in the future.	1ML72	Mandatory Reject
16	66–71	SPLC - Must be numeric and greater than zero.	1ML15	Mandatory Reject
17	66–71	SPLC - Must be a registered SPLC.	1ML16	Mandatory Reject
18	72–75	Repairing Company	N/A	N/A
19	72–75	Repairing Company - If present must be a valid contractor mark and submitter for the Pool Operator.	1ML17	Mandatory Reject
20	76–91	Repairing Company Invoice Number - Must be present and alphanumeric when Repairing Company value is present.	1ML18	Mandatory Reject
21	92–106	Repairing Company Document Reference Number	N/A	N/A
22	107–108	Repair Facility Type - Must be present and one of the following - SS (Satellite Shop) or RP (Ramp).	1ML19	Mandatory Reject
23	109–111	Equipment Repair Location - Must be present and a valid location code for the rack type reported.	1ML20	Mandatory Reject
24	112	Reserved	N/A	N/A
25	113–116	Quantity - Must be present and greater than zero.	1ML21	Mandatory Reject
26	117	Condition Code - Must be present and a valid MLPB Condition Code.	1ML22	Mandatory Reject
27	118-119	Reserved	N/A	N/A
28	120–123	Applied Job Code - Must be present and a valid MLPB job code.	1ML23	Mandatory Reject
29	124–125	Applied Qualifier - If present must be a valid qualifier for the Applied Job Code.	1ML24	Mandatory Reject
30	126	Reserved	N/A	N/A
31	127–128	Why Made Code - Must be present and a valid MLPB Why Made Code.	1ML25	Mandatory Reject

32	129-130	Reserved	N/A	N/A
33	131–134	Removed Job Code - Must be present and a valid MLPB Job Code.	1ML26	Mandatory Reject
34	135–136	Removed Qualifier - If present must be a valid qualifier for the Removed Job Code.	1ML27	Mandatory Reject
35	137	Reserved	N/A	N/A
36	138	Responsibility Code - Must be 4 for Pool Billing Process.	1ML28	Mandatory Reject
37	139–142	Defect Card / JIC Company	N/A	N/A
38	143–148	Defect Card / JIC Date	N/A	N/A
39	149–155	Labor charge - Must be present and numeric.	1ML29	Mandatory Reject
40	156–163	Material Charge - Must be present and numeric.	1ML30	Mandatory Reject
41	164	Material Sign - Must be D (Debit).	1ML31	Mandatory Reject
42	165	Machine Priceable Indicator - Must be Y or N. Y=Priceable N=Non-Priceable.	1ML32	Mandatory Reject
43	166	Wrong Repair Indicator	N/A	N/A
44	167–216	Repair Description - Must be present and alphanumeric.	1ML33	Mandatory Reject
45	217–221	Labor Rate - If present must be numeric.	1ML34	Mandatory Reject
46	222–230	Expanded SPLC - If present must be numeric and greater than zero.	1ML35	Mandatory Reject
47	231–243	CIF Repairing Company	N/A	N/A
48	244–256	CIF Billing / Invoicing Company	N/A	N/A
49	257–269	CIF Billed Company	N/A	N/A
50	270–282	CIF Defect /JIC Company	N/A	N/A
51	283–288	Equipment Arrival Date	N/A	N/A
52	289–293	Repair Line Item Number - Must be numeric and greater than zero.	1ML36	Mandatory Reject
53	294-299	Received Timestamp	N/A	N/A
54	300-305	Sent Timestamp	N/A	N/A
55	306	Resubmitted Invoice Indicator	N/A	N/A
56	307–322	Original Invoice Number – If present must be alphanumeric.	1ML56	N/A
57	323–326	Original Account Date – If present must be numeric.	1ML57	N/A
58	327-340	AAR Component ID	N/A	N/A
59	341-344	Servicing Road - Must be present and the same as the Pool Operator.	1ML37	Mandatory Reject

60	345-348	Equipment Type Code - Must be present and a valid Equipment Type code representing the valid rack type for vehicular flat.	1ML38	Mandatory Reject
61	349-352	Shipper - Must be present and the same as the Billed Pool.	1ML39	Mandatory Reject
62	353-356	Service Month - Must be present and be the same monthas indicated in the Repair Date.	1ML40	Mandatory Reject
63	357-361	AAR Ramp Code - Must be present when Repair Facility Type is RP and a valid AAR MLPB Ramp Code.	1ML41	Mandatory Reject
64	362-362	Origin or Destination - Must be present when Repair Facility Type is RP and must be one of the following - O D or U.	1ML42	Mandatory Reject
65	363-365	Car Part Code – If present, then must be three alpha value.	1ML43	Mandatory Reject
66	366-372	AAR Pool Number - If present must be numeric.	1ML44	Mandatory Reject
67	373-377	Reserved	N/A	N/A
68	378-381	Inspector ID - Must be a valid Inspector ID and must be reported when the applied job code is 6036.	1ML45	Mandatory Reject
69	382	Exterior Roof Sheets - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML46	Mandatory Reject
70	383	Exterior Side Screens - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML47	Mandatory Reject
71	384	Exterior Shear Panel - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML48	Mandatory Reject
72	385	Exterior Door - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML49	Mandatory Reject
73	386	Top Deck Surface - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML50	Mandatory Reject
74	387	Underside of Deck - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML51	Mandatory Reject
75	388	Interior Side Posts - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML52	Mandatory Reject
76	389	Interior Shear Panel - Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML53	Mandatory Reject

77	390	Interior Door – Must be reported when the applied job code is 6036 and be between 1 and 5.	1ML54	Mandatory Reject
78	391-396	GPI Index Number	N/A	N/A
79	397-500	Reserved	N/A	N/A
General Edits				
80		Repair Dates prior to May 1, 2019, are not included in Data Exchange.	1ML06	Mandatory Reject
81		Reserved for future use, must be blank.	1ML55	Mandatory Reject
82		Applied and Removed Job Codes must be Off-Rack Job Codes when Detail Source is OR.	1ML58	Mandatory Reject
83		AAR Ramp Code Validation – Ramp Code must be certified for submitted repair date.	1ML59	Mandatory Reject
84		The Labor Charge has exceeded the threshold price for the following job couplet.	1ML60	Mandatory Reject
85		The Material Charge has exceeded the threshold price for the following job couplet.	1ML61	Mandatory Reject
86		Restricted Job Code – Job Code 6010 is not available for inbound submissions.	1ML62	Mandatory Reject
87		Car Part Code – If present, must be alphabetic and a valid value.	1ML63	Mandatory Reject
88		Car Part Code – Must be present and a valid Car Part Code for Job Code couplet when present in the Job Code Master. Must be blank if specified by the Job Code Master.	1ML64	Mandatory Reject
89		Custom Price Master – The Labor Charge is outside the percentage variance for the current couplet in the Pool Operator's Price Master.	1ML65	Mandatory Reject
90		Custom Price Master – The Labor Charge is within the percentage variance for the current couplet in the Pool Operator's Price Master.	1ML66	Informational
91		Custom Price Master – The Material Charge is outside the percentage variance for the current couplet in the Pool Operator's Price Master.	1ML67	Mandatory Reject
92		Custom Price Master – The Material Charge is within the percentage variance for the current couplet in the Pool Operator's Price Master.	1ML68	Informational
93		Labor Quantity – The calculated Labor Quantity has exceeded the Time Standards for the Job Couplet.	1ML69	Mandatory Reject
94		When the material-only job code = 6040, 6042, 6043, 6434, 6499, 6614, 6615, then no labor charges may be present.	1ML70	Mandatory Reject
95		When the labor-only job code = 6002, 6003, 6004, 6009, 6011, 6012, 6017, 6041, 6044, 6450, 6454, 6482, 6525, 6800, 6804, 6808, then no material charges may be present.	1ML71	Mandatory Reject
96		Equipment must be registered and active in Umler on the submitted repair date. Detail Source OR excluded.	PL100	Mandatory Reject

97		Applied Job Code, Condition Code, Removed Job Code, Why Made Code, Responsibility Code, and Location on Equipment must be a valid combination as specified in the Job Code Master. For Detail Source OR the Location on Equipment is excluded from the required combination.	PL101	Mandatory Reject
98		Must be unique for the pool operator; billed pool, service month, account month, AAR ramp code, and repairing company.	PL102	Mandatory Reject
99		Repair line number in [Invoice Number] has been identified as a duplicate to a repair line in [file name]. (See Appendix G.1 of Procedures Manual)	PL103	Mandatory Reject
100		Applied Qualifier must be reported when the Applied Job Code requires a Qualifier per the Job Code Master.	PL104	Mandatory Reject
101		Removed Qualifier must be reported when the Removed Job Code requires a Qualifier per the Job Code Master.	PL105	Mandatory Reject
102		GPI is unavailable for the provided repair date.	PL106	Mandatory Reject

C.2 Edit Chart 2—Record Format 8 (Summary Information)

MLPB Data Exchange Edits Comparison Chart—Record Format 8				
Global Edit	**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)				
Item	**Positions**	**Edit**	**Error Code**	**DX Error Type**
1	1	Record Type - Must be '8'	8ML01	Mandatory Reject
2	2-5	Pool Operator - Must be present and alphanumeric. This should be a Railinc registered identifier as a Pool Participating road	8ML02	Mandatory Reject
3	6-9	Billed Pool —Must be present and alphabetic. This should be a Railinc registered active pool/shipper/OEM	8ML03	Mandatory Reject
4	10-13	Account Date (YYMM) - Must be present and valid numeric date Type (YYMM). Must not be older than one year from the current year/month and must not be in the future.	8ML04	Mandatory Reject
5	14-29	Invoice Number - Must be present and alphanumeric.	8ML05	Mandatory Reject
6	30-30	Price Master - Must be present. Must be U (USD).	8ML06	Mandatory Reject
7	31–32	Detail Source - Must be present and one of the following: BP - Billing Pool, OR - Off Rack, GP - Canadian GST Tax, HP - Canadian Harmonized Tax, IV - Imposed Value Added Mexican Tax, PP - Canadian Provincial Sales Tax Pool, ZZ - Record Type Total.	8ML07	Mandatory Reject
8	33-39	Record Count - Must be present and numeric.	8ML08	Mandatory Reject
		Records out of balance – Reason: invalid 8BP or 8OR Summary record count.	8SUM1	Mandatory Reject
		Records out of balance – Reason: invalid 8ZZ Summary record count.	8SUM4	Mandatory Reject
9	40-49	Labor Charge - Must be present and numeric.	8ML09	Mandatory Reject
		Records out of balance – Reason: invalid 8BP or 8OR Summary Labor Charge.	8SUM2	Mandatory Reject

		Records out of balance – Reason: invalid 8ZZ Summary Labor Charge.	8SUM5	Mandatory Reject
10	50-65	Material Charge - Must be present and numeric.	8ML10	Mandatory Reject
		Records out of balance – Reason: invalid 8BP or 8OR Summary Material Charge.	8SUM3	Mandatory Reject
		Records out of balance – Reason: invalid 8ZZ Summary Material Charge.	8SUM6	Mandatory Reject
11	66	Material Sign must be present and must be “D” D=Debit	8ML11	Mandatory Reject
12	67-72	Invoice Date- Must be present and a valid numeric date format (YYMMDD). Invoice Date must not be in future.	8ML12	Mandatory Reject
13	73-87	Tax Payer ID - If present must be alphanumeric. Required on invoice total (ZZ) for all transactions.	8ML13	Mandatory Reject
14	88-89	Payment Terms - If present must be numeric.	8ML14	Mandatory Reject
15	90-95	Payment Due Date - If present must be valid numeric date Type (YYMMDD).	8ML15	Mandatory Reject
16	96-101	Received Timestamp	N/A	N/A
17	102-107	Sent Timestamp	N/A	N/A
18	341-344	Servicing Road must be present and same as Pool operator	8ML16	Mandatory Reject
19	349-352	Shipper must be present and same as Billed Pool	8ML17	Mandatory Reject
20	353-356	Service month must be present and same month as Repair Date	8ML18	Mandatory Reject
21	366-372	AAR Pool Number - if present must be seven numeric value.	8ML19	Mandatory Reject
22	373-377	GPI Value	N/A	N/A
23	401-500	Free Input Area	N/A	N/A

C.3 Edit Chart 3—Record Format 9 Input (Summary Information)

Warning: Railinc rejects all files with missing, invalid, or out of balance Type 9 Input records.

MLPB Data Exchange Edits Comparison Chart—Record Format 9				
Global Edit	**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)				
Item	**Positions**	**Edit**	**Error Code**	**DX Error Type**
1	1	Record Type - Must be '9'	9ML01	Mandatory Reject
2	2-5	Pool Operator - Must be present and alphanumeric. This should be a Railinc registered identifier as a PoolParticipating road.	9ML02	Mandatory Reject
3	6-9	Filler - If present must be ZZZZ	N/A	N/A
4	10-13	Account Date (YYMM) - Must be present and valid numeric date Type (YYMM). Must not be older than one year from the current year/month and must not be in the future.	9ML03	Mandatory Reject
5	14-29	Filler Always ZZZZZZZZZZZZZZZZ	N/A	N/A
6	30-30	Filler Always Z	N/A	N/A
7	31–32	Detail Source Always ZZ	N/A	N/A
8	33-39	Record Count - Must be present and numeric.	9ML04	Mandatory Reject
		Records out of balance – Reason: invalid Summary record count.	9SUM1	Mandatory Reject
9	40-49	Labor Charge - Must be present and numeric. Sum of all Labor Charges for Format 8 Records with Detail Source ZZ (invoice total).	9ML05	Mandatory Reject
		Records out of balance – Reason: invalid Summary Labor Charge.	9SUM2	Mandatory Reject
10	50-65	Material Charge - Must be present and numeric.	9ML06	Mandatory Reject
		Records out of balance – Reason: invalid Summary Material Charge.	9SUM3	Mandatory Reject
11	66	Material Sign - Must be present. Valid values are D (Debit) This applies to Material Charge.	9ML07	Mandatory Reject
12	67-500	Reserved	N/A	N/A

Appendix D Job Code Master Maintenance

D.1 Scope and Purpose

The following is a description of the fields and codes contained in the Job Code Master layout.

- **Currency Indicator—**Position 1; 1-character alpha; U = US
- **Applied Job Code**—Positions 2–5; 4-digit
- **Applied Condition Code**—Position 6; 1-digit alphanumeric
- **Removed Job Code**—Positions 7–10; 4-digit
- **Valid Why Made Code**—Positions 11–12; 2-character alphanumeric
- **Valid Responsibility Code—**Position 13; 1-digit
- **Job Code Master Year**—Position 14–15; 2-digit numeric for valid Job Code Master year
- **Job Code Master Month—**Position 16–17; 2-digit numeric for valid Job Code Master month
- **Applied Qualifier—**Positions 18–19; 2-character
- **Removed Qualifier**—Positions 20–21; 2-character alphanumeric

    - If Job Code Master Qualifier is numeric, may not exceed highest numeric qualifier applicable to the Job Code.

- **Bi-level Valid Locations**—Positions 22–31; 10, 2-character alphanumeric
- **Bi-level Maximum Units**—Positions 32–35; 4-digit numeric; maximum units that will be acceptable for the condition
- **Articulated Bi-level Valid Locations**—Positions 36–45; 10, 2-character alphanumeric
- **Articulated Bi-level Maximum Units**—Positions 46–49; 4-digit numeric
- **Tri-level Valid Locations**—Positions 50–59; 10, 2-character alphanumeric
- **Tri-level Maximum Units**—Positions 60–63; 4-digit, numeric; maximum units that will be acceptable for the condition
- **Material Unit**—Position 64; 1-digit numeric; Unit of Measure Code; valid values are:

    1 Each
    2 Per Pound
    3 Linear Foot
    4 Length in Inches
    5 Hours of Labor (Expressed in Tenths)
    6 Square Feet

- **Filler**—Positions 65–153; 89-character always blank; potential user field
- **Job Code Master Prefix**—Positions 154–155; 2-character alphabetic
- **Job Code Master Number**—Positions 156-157; 2-digit numeric; ICC Repair Account
- **Last Valid Year**—Positions 158–159; 2-digit numeric; termination date for repairs to be accomplished for pricing by this record; field contains 99 for current pricing period
- **Last Valid Month**—Positions 160–161; 2-digit numeric; termination date for repairs to be accomplished for pricing by this record; field contains 99 for current pricing period
- **Reserved**—Positions 162; 1-character always blank; potential user field
- **Filler**—Positions 163–250; 88-character always blank; potential user field

D.2 Detail Source "OR" (Off Rack) Job Codes

Off Rack job codes are used only for repairs performed when the equipment ID is not available or applicable.

Detail Source	Applied Job Code	Removed Job Code
OR	6009	6009
OR	6011	6011
OR	6012	6012
OR	6040	6040
OR	6041	6041
OR	6042	6042
OR	6043	6043
OR	6044	6044
OR	6050	6050

D.3 Qualifiers

Category	Sub-Category	Description	APPL JC	RMVD JC	Qlfr - OPT 2
Appurtenances	Chocks	Group A Chock	6051	6051	01
Appurtenances	Chocks	Group A Chock	6051	6051	02
Appurtenances	Chocks	Group A Chock	6051	6051	03
Appurtenances	Chocks	Group B Chock	6052	6051, 6052	01
Appurtenances	Chocks	Group B Chock	6052	6051, 6052	02
Appurtenances	Chocks	Group B Chock	6052	6051, 6052	03
Appurtenances	Chocks	Group B Chock	6052	6051, 6052	04
Appurtenances	Chocks	Group C Chock	6053	6051, 6052, 6053	01
Appurtenances	Chocks	Group C Chock	6053	6051, 6052, 6053	02
Appurtenances	Chocks	Group C Chock	6053	6051, 6052, 6053	03
Appurtenances	Chocks	Group C Chock	6053	6051, 6052, 6053	04

Appurtenances	Chocks	Group C Chock	6053	6051, 6052, 6053	05
Appurtenances	Chocks	Group C Chock	6053	6051, 6052, 6053	06
Appurtenances	Chocks	Group D Chock	6054	6054	01
Appurtenances	Chocks	Group E Chock	6055	6054, 6055	01
Appurtenances	Chocks	Group E Chock	6055	6054, 6055	02
Appurtenances	Chocks	Group E Chock	6055	6054, 6055	03
Appurtenances	Chocks	Group E Chock	6055	6054, 6055	04
Appurtenances	Chocks	Group F Chock	6056	6056	01
Appurtenances	Chocks	Group F Chock	6056	6056	02
Appurtenances	Door Edge Protection	Door edge protection longer than 90"	6080	6080	01
Appurtenances	Door Edge Protection	Door edge protection longer than 90"	6080	6080	02
Appurtenances	Door Edge Protection	Door edge protection between 30" and 90" long	6081	6081	01
Appurtenances	Door Edge Protection	Door edge protection between 30" and 90" long	6081	6081	02
Appurtenances	Door Edge Protection	Door edge protection less than 30"	6082	6082	01
Appurtenances	Door Edge Protection	Door edge protection less than 30"	6082	6082	02
Appurtenances	Door Edge Protection	Roof profile DEP	6083	6083	01
Appurtenances	Door Edge Protection	Roof profile DEP	6083	6083	02

General (Off-Rack)	Material	Bridge Plate Purchase	6040	6040	01
General (Off-Rack)	Material	Bridge Plate Purchase	6040	6040	02
General (Off-Rack)	Material	Bridge Plate Purchase	6040	6040	03
General (Off-Rack)	Material	Bridge Plate Purchase	6040	6040	04
General (Off-Rack)	Material	Bridge Plate Hinge	6042	6042	01
General (Off-Rack)	Material	Bridge Plate Hinge	6042	6042	02
General (Off-Rack)	Material	Bridge Plate Hinge	6042	6042	03
General (Off-Rack)	Material	Bridge Plate Hinge	6042	6042	04

D.4 Job Codes (Car Part Codes)

CAR PART CODE (QLFR)	CATEGORY	DESCRIPTION
XAA	ANTI-VANDALISM	ANTI-THEFT CHAIN & ROD ASSEMBLY
XAB	ANTI-VANDALISM	ANTI-THEFT ROD
XAC	ANTI-VANDALISM	ANTI-VANDAL (BAFFLE) PLATE
XBA	BI-LEVEL ONLY	AVR CHOCK
XBB	BI-LEVEL ONLY	BLOCK CHOCK
XBC	BI-LEVEL ONLY	GRATING
XBD	BI-LEVEL ONLY	GRATING HINGE
XCA	CHOCKS	CHOCK HANGER
XDA	DECK STRUCTURE	BRIDGE PLATE HINGE ATTACHMENT (BARREL RING)
XDB	DECK STRUCTURE	BRIDGE PLATE HINGE ATTACHMENT (FLIP-OUT STYLE)
XDC	DECK STRUCTURE	DECK EXTENSION PLATE
XDD	DECK STRUCTURE	DECK PLATE
XDE	DECK STRUCTURE	INVERTED TUBE

XDF	DECK STRUCTURE	RAMP RISER
XDG	DECK STRUCTURE	TIRE GUIDE
XOA	DOORS	ALUMINUM DOOR
XOB	DOORS	DOOR HASP
XOC	DOORS	J-PLATE
XOD	DOORS	RADIAL DOOR
XOE	DOORS	RADIAL DOOR, LOCKING PIN ASSEMBLY
XOF	DOORS	RADIAL DOOR, LOCKING PIN BRACKET
XOG	DOORS	RADIAL DOOR, LOWER DOOR TRACK
XOH	DOORS	RADIAL DOOR, PIVOT ARM
XOI	DOORS	RADIAL DOOR, PIVOT ARM MOUNTING BRACKET
XOJ	DOORS	RADIAL DOOR, UNLOCKING CABLE
XOK	DOORS	RADIAL DOOR, UPPER DOOR TRACK
XOL	DOORS	RADIAL DOOR, UPPER DOOR GUIDE FINGER
XOM	DOORS	RAVE DOOR, DOOR SLAT
XON	DOORS	RAVE DOOR, DOOR STOP
XOO	DOORS	RAVE DOOR, HOLD OPEN HOOK ASSEMBLY
XOP	DOORS	RAVE DOOR, LOCKING MECHANISM
XOQ	DOORS	RAVE DOOR, LOWER DOOR GUIDE
XOR	DOORS	RAVE DOOR, UPPER DOOR TRACK
XOS	DOORS	ROOF INTERLOCK ROD
XOT	DOORS	SEALSAFE DOOR
XOU	DOORS	SEALSAFE DOOR, LOCKING PIN ASSEMBLY
XOV	DOORS	SEALSAFE DOOR, LOCKING PIN BRACKET
XOW	DOORS	SEALSAFE DOOR, LOWER DOOR TRACK
XOX	DOORS	TRI FOLD DOOR
XRA	RACK STRUCTURE	CENTER ROOF SHEET
XRB	RACK STRUCTURE	END ROOF SHEET
XRC	RACK STRUCTURE	LADDER PAN
XRD	RACK STRUCTURE	LADDER TREAD
XRE	RACK STRUCTURE	ROOF INTERLOCK
XRG	RACK STRUCTURE	SIDE SCREEN
XRH	RACK STRUCTURE	LOGO PANEL
XTA	TRI-LEVEL ONLY	CHOCK STORAGE BOX
XTB	TRI-LEVEL ONLY	CHOCK TRACK
XTC	TRI-LEVEL ONLY	HINGE DECK

XTD	TRI-LEVEL ONLY	HINGED DECK LOCKING PIN BRACKET
XTE	TRI-LEVEL ONLY	HINGED DECK OPERATING MECHANISM
XZA	UNDEFINED	UNDEFINED AUTORACK DOOR PARTS
XZB	UNDEFINED	UNDEFINED AUTORACK DECK PARTS
XZC	UNDEFINED	UNDEFINED AUTORACK RACK STRUCTURE PARTS
XZD	UNDEFINED	UNDEFINED AUTORACK APPURTENANCE PARTS
XZE	UNDEFINED	UNDEFINED ARTICULATED AUTORACK PARTS

Appendix E Data Exchange Record Layouts and Descriptions

Important Note: Mandatory edit information referenced in Appendix C

E.1 Data Exchange Formats

Changes to the Data Exchange record formats are highlighted in the following tables.

	Record Format 1—Repair/Misc Charges referenced in Appendix C.1					
	Legend: N = Numeric, A = Alphabetic, A/N = Alphanumeric				M = Mandatory, O = Optional, C = Conditionally Required	
	Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
	Record Format	1	1	A/N	M	Record Type - Must be '1'.
Invoice	Pool Operator	2	4	A/N	M	This should be a Railinc registered identifier as a Pool Participating road.
Invoice	Billed Pool	6	4	A/N	M	This should be a Railinc registered active pool/shipper/OEM.
Invoice	Account Date (YYMM)	10	4	N	M	Must not be older than one year from the current year/month and must not be in the future.
Invoice	Invoice Number	14	16	A/N	M	
Invoice	Price Master Currency Indicator	30	1	A/N	M	Must be U (USD).
Repair Header	Detail Source	31	2	A/N	M	**BP** Billing Pool **OR** Off Rack **GP** Canadian Goods and Services Tax—Used only for repairs performed for car marks that are registered and resident in Canada. **HP** Canadian Harmonized Tax—Used only for repairs performed on car marks that are registered and resident in the Canadian Maritimes. **IV** Imposed Value Added Mexican Tax—Used only for repairs performed and billed between Mexican RR in Mexico. **PP** Canadian Provincial Sales Tax—Used only for repairs performed on car marks that are registered and resident in Canada. **ZZ** Record Type Total.
Repair Header	Document Reference Number	33	15	A/N	O	
Repair Header	Equipment Initial	48	4	A	M	Detail Source OR excluded.
Repair Header	Equipment Number	52	6	N	M	Detail Source OR excluded.
Repair Header	Kind of Equipment Symbol	58	1	A	M	Must be present; alphabetic and equal to "F" (Flat Equipment). Detail Source OR excluded.
Repair Header	Load/Empty Indicator	59	1	A/N	O	If provided must be L, E, U or Blank. Detail Source OR excluded.
Repair Header	Repair Date (YYMMDD)	60	6	N	M	
Repair Header	SPLC	66	6	N	M	
Repair Header	Repairing Company	72	4	A/N	M	
Repair Header	Repairing Company Invoice Number	76	16	A/N	C	Must be present and alphanumeric when Repairing Company is provided.
Repair Header	Repairing Company Document Reference Number	92	15	A/N	O	
Repair Header	Repair Facility Type	107	2	A/N	M	Must be present and RP (Ramp).

	Record Format 1—Repair/Misc Charges referenced in Appendix C.1					
	Legend: N = Numeric, A = Alphabetic, A/N = Alphanumeric				M = Mandatory, O = Optional, C = Conditionally Required	
	Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
Repair Detail	Location on Equipment	109	3	A/N	C	Detail Source OR excluded.
	Reserved	112	1	N	O	Reserved for future use, must be blank.
	Quantity	113	4	N	M	
	Condition Code	117	1	A/N	M	Must be present and between 0 and 9.
	Reserved	118	2	N	O	Reserved for future use, must be blank.
	Applied Job Code	120	4	N	M	
	Applied Qualifier	124	3	A/N	C	
	Why Made Code	127	2	A/N	M	
	Reserved	129	2	N	O	Reserved for future use, must be blank.
	Removed Job Code	131	4	N	M	
	Removed Qualifier	135	2	A/N	C	
	Reserved	137	1			Reserved for future use, must be blank.
	Responsibility Code	138	1	N	M	Must always be '4' for MLPB.
	Reserved	139	4	A/N	C	Reserved for future use, must be blank.
	Reserved	143	6	N	C	Reserved for future use, must be blank.
	Labor Charge	149	7	N	M	
	Material Charge	156	8	N	M	
	Material Sign	164	1	A	M	Must be “D” D=Debit.
	Machine Priceable Indicator	165	1	A	M	Y=Priceable, N=Non-Priceable
	Reserved	166	1	A	O	Reserved for future use, must be blank.
	Narrative/Description	167	50	A/N	O	
	Labor Rate	217	5	N	O	
	Expanded SPLC	222	9	N	O	
	Reserved	231	13	A/N	O	Reserved for future use, must be blank.
	Reserved	244	13	A/N	O	Reserved for future use, must be blank.
	Reserved	257	13	A/N	O	Reserved for future use, must be blank.
	Reserved	270	13	A/N	O	Reserved for future use, must be blank.
	Reserved	283	6	A/N	O	Reserved for future use, must be blank.
	Line Number	289	5	N	M	Must be unique within a Billing Repair Card.
	Railinc Inbound Date Stamp (YYMMDD)	294	6	N		
	Railinc Outbound Date Stamp (YYMMDD)	300	6	N		
	Reserved	306	1	A/N	O	Reserved for future use, must be blank.
	Original Invoice Number	307	16	A/N	O	
	Original Account Date (YYMM)	323	4	N	O	
	Reserved	327	14	A/N	C	Reserved for future use, must be blank.
	Servicing Road	341	4	A/N	M	Must be present and same as Pool Operator.
	Equipment Type Code	345	4	A/N	C	Detail Source OR excluded.
	Shipper	349	4	A	M	Must be present and same as Billed Pool.
	Service Month and Year	353	4	N	M	Must be present and match the Repair Date month and year.
	AAR Ramp Code	357	5	A/N	C	Must be a present when Repair Facility Type is 'RP' and be a valid AAR Ramp Code for MLPB.

Record Format 1—Repair/Misc Charges referenced in Appendix C.1					
Legend: N = Numeric A = Alphabetic A/N = Alphanumeric				M = Mandatory O = Optional C = Conditionally Required	
Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
Origin or Destination	362	1	A	M	Must be present when Repair Facility Type is 'RP' and when present, then it must contain one of the following 'O', 'D', 'U'. Detail Source OR excluded.
Car Part Code	363	3	A	O	If present, then must be three alpha value.
AAR Pool Number	366	7	N	O	If present, then must be seven-digit numeric value. This should represent the Pool Number assigned to the Shipper.
Reserved	373	5	N	O	Reserved for future use, must be blank.
Inspector ID	378	4	A/N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Exterior Roof Sheets	382	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Exterior Side Screens	383	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Exterior Shear Panel	384	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Exterior Door	385	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Top Deck Surface	386	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Underside of Deck	387	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Interior Side Posts	388	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Interior Shear Panel	389	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
Interior Door	390	1	N	C	Must be a valid Inspector ID and must be reported when the applied job code is 6036.
GPI Index Number	391	6	N	C	
Reserved	397	4	A/N	O	Reserved for future use, must be blank.
Free Input Area	401	100	A/N	O	Free User Area

	Record Format 8—Invoice Subtotal/Totals Format referenced in Appendix C.2					
	Legend: N = Numeric, A = Alphabetic, A/N = Alphanumeric			M = Required, O = Optional, C = Conditionally Required		
	Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
	Record Type	1	1	A/N	M	Always "8"
Invoice	Pool Operator	2	4	A/N	M	This should be a Railinc registered identifier as a Pool Participating road.
Invoice	Billed Pool	6	4	A/N	M	This should be a Railinc registered active pool/shipper/OEM.
Invoice	Account Date (YYMM)	10	4	N	M	Must not be older than one year from the current year/month and must not be in the future.
Invoice	Invoice Number	14	16	A/N	M	
Invoice	Price Master Currency Indicator	30	1	A/N	M	Must be U (USD).
Totals	Detail Source	31	2	A/N	M	**BP** Billing Pool **OR** Off Rack **GP** Canadian Goods and Services Tax—Used only for repairs performed for car marks that are registered and resident in Canada. **HP** Canadian Harmonized Tax—Used only for repairs performed on car marks that are registered and resident in the Canadian Maritimes. **IV** Imposed Value Added Mexican Tax—Used only for repairs performed and billed between Mexican RR in Mexico. **PP** Canadian Provincial Sales Tax—Used only for repairs performed on car marks that are registered and resident in Canada. **ZZ** Record Type Total.
Totals	Record Count	33	7	N	M	8BP or 8OR = Count of all Record 1's 8ZZ = Count of all 8BP or 8OR records
Totals	Labor Charge	40	10	N	M	
Totals	Material Charge	50	16	N	M	
Totals	Material Sign	66	1	A	M	Must be “D” D=Debit.
	Invoice Date (YYMMDD)	67	6	N	M	

Record Format 8—Invoice Subtotal/Totals Format referenced in Appendix C.2					
Legend: N = Numeric, A = Alphabetic, A/N = Alphanumeric				M = Required, O = Optional, C = Conditionally Required	
Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
Tax Payer Id	73	15	A/N	C	If present, must be alphanumeric. Required on invoice total ("ZZ") for all transactions.
Payment Terms	88	2	N	O	
Payment Due Date (YYMMDD)	90	6	N	O	
Railinc Inbound Date Stamp (YYMMDD)	96	6	N		Inbound Date will be input by Railinc
Railinc Outbound Date Stamp (YYMMDD)	102	6	N		Outbound Date will be input by Railinc
Servicing Road	341	8	A/N	M	Servicing Road must be present and same as Pool Operator.
Shipper	349	4	A/N	M	Shipper must be present and same as Billed Pool.
Service Month and Year	353	4	N	M	
AAR Pool Number	366	7	N	O	If present, then must be seven numeric value.
GPI Index Number	373	6	N		
Free Input Area	401	100	A/N	O	Free User Area

Warning: Railinc ***rejects*** all files with missing, invalid, or out-of-balance 9 records. Mandatory edits for Record Format 9 referenced in Appendix C.3.

	Record Format 9 Input—Control referenced in Appendix C.3					
	Legend:	N = Numeric A = Alphabetic A/N = Alphanumeric			M = Required O = Optional C = Conditionally Required	
	Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
	Record Format	1	1	A/N	M	Must be 9.
Invoice	Pool Operator	2	4	A/N	M	Must be present and alphabetic. This should be a Railinc registered identifier as a Pool Participanting road.
	Filler	6	4	A	O	Must be “ZZZZ”
	Account Date (YYMM)	10	4	N	M	Must be present and valid numeric date Type (YYMM). Must not be older than one year from the current year/month and must not be in the future.
	Filler	14	16	A	O	Always "ZZZZZZZZZZZZZZZZ"
	Filler	30	1	A	O	Always "Z"
Totals	Filler	31	2	A	O	Always "ZZ"
	Record Count	33	7	N	M	9ZZ = Count of all 8ZZ records
	Labor Charge	40	10	N	M	Sum of all Labor Charges for Format 8 Records with Detail Source ZZ (invoice total).
	Material Charge	50	16	N	M	Sum of all Material Charges for Format 8 Records with Detail Source ZZ (invoice total).
	Sign	66	1	A	M	Valid values are D (Debit) and C (Credit). This applies to Material Charge.
	Reserved	67	434	A/N	O	Reserved for future use, must be blank.

	Record Format 9 Output—Control					
	Legend: N = Numeric A = Alphabetic A/N = Alphanumeric			M = Required O = Optional C = Conditionally Required		
	Field Name	**Column**	**Length**	**Format**	**M/O/C**	**Notes**
	Record Format	1	1	A/N	R	Always "9"
Invoice	Filler	2	4	A	R	Always "ZZZZ"
	Participant	6	4	A	R	
	Account Date (YYMM)	10	4	N	R	
	Filler	14	16	A	R	Always "ZZZZZZZZZZZZZZZZ"
	Filler	30	1	A	R	Always "Z"
Totals	Detail Source	31	2	A	R	Always "ZZ"
	Record Count	33	7	N	R	Total number of Record 1's
	Labor Charge	40	10	N	R	Sum of the labor charge of all Record 1's
	Material Charge	50	16	N	R	Sum of the material charge of all Record 1's
	Sign	66	1	A	R	Valid values are D (Debit) and C (Credit). This applies to Material Charge.
	Reserved	67	434	A/N	O	Reserved for future use, must be blank.

E.2 Clarification on Data Exchange Record Formats 1, 8, and 9

E.2.1 Record Format 1

Clarification on Data Exchange Record Format 1—Repair Charges

The Record Format 1 is submitted according to the combination of Pool Operator, Billed Pool, Invoice Number, Detail Source, Car Initial, Car Number, Repair Date, and SPLC.

E.2.2 Record Format 8

Clarification on Data Exchange Record Format 8—Invoice Subtotal/Total Format

The Record Format 8 is reported as the total invoice amount. In addition, the format is used to report subtotals on the invoice by Detail Source.

Record Format 8 with Detail Source "ZZ" is for the summary of the invoice total and represents the invoice total charge prior to any applicable taxes. This is the amount presented to the Pool Participant for payment to the Pool Operator. It must contain the count of the number of Format 8BP or 8OR records, the sum of the labor, and the sum of the material for the invoice. The Format 8 Detail Source ZZ record is the combined total of the preceding Record Format 8 subtotal records.

One Record Format 8 subtotal record must be created for each Detail Source present in the invoice file. It must contain the count of Format 1 records, the sum of the labor, and the sum of the material for its corresponding detail source records.

Important Notes:	There must be a Record Format 8 subtotal record for each corresponding Record Format 1 Detail Source code reported. A corresponding Record Format 8 invoice total record must be created using Detail Source ZZ. Reference the Record Format 8 (Appendix E) for the Required, Conditionally Required and Optional fields to report. ***Required fields must be reported***.

E.2.3 Record Format 9

Clarification on Data Exchange Record Format 9 Input (To Railinc)—Control

One Record Format 9 (Input) must be created by Data Exchange submitters and transmitted to Railinc with the information listed below. The Record Format 9 must contain the count of Format 1 records, the sum of the labor, and the sum of the material for the data records submitted. There must be only one Format 9 record in the file and it must be the last record in the file. Railinc uses this record for validation purposes.

Record Format = 9
Pool Operator = XXXX
Filler = ZZZZ
Account Date = 0802
Filler = ZZZZZZZZZZZZZZZ
Filler = Z
Detail Source = ZZ
Record Count = 0000123
Labor Charge = 0000005000
Material Charge = 0000000045000000
Material Sign = D

Important Note: Reference the Record Format 9 (Appendix E) for the Required, Conditionally Required and Optional fields to report. ***Required fields must be reported*.**

Clarification on Data Exchange Record Format 9 Output (From Railinc)—Control

One Record Format 9 (Output) must be created by Railinc and transmitted to Data Exchange recipients with the information listed below. The Record Format 9 contains the count of Format 1 records, the sum of the labor, and the sum of the material for the data records transmitted. Railinc will create one Format 9 record to be transmitted to each Data Exchange recipient for validation purposes.

Record Format = 9
Filler = ZZZZ
Pool Participant = YYYY
Account Date = 0802
Filler = ZZZZZZZZZZZZZZZ
Filler = Z
Detail Source = ZZ
Record Count = 0000123
Labor Charge = 0000005000
Material Charge = 0000000045000000
Material Sign = D

E.3 Mandatory Record Format Order For Data Submission

Important Note: A submitted Data Exchange file will be rejected if the following order is not followed:

- All Format 1 records for each Detail Source must be grouped together.
- One Format 8 record must exist for each detail source, following the corresponding Format 1 records.
- One Format 8 ZZ record must contain the invoice total, following all other records for that invoice.
- One Format 9 ZZ record must contain the total of all invoices in the file. This record must be the last entry in the file (for companies submitting multiple files, contact csc@railinc.com for more information).

Sample File Format Order—NOTE: This example shows BP and OR detail sources:

1 BP (Detail Source BP detail record)
1 BP (Detail Source BP detail record)
8 BP (Detail Source BP sub-total record)
1 OR (Detail Source OR detail record)
1 OR (Detail Source OR detail record)
8 OR (Detail Source OR sub-total record)
8 ZZ (Invoice #1 Total record)
1 BP (Detail Source BP detail record)
1 BP (Detail Source BP detail record)
8 BP (Detail Source BP sub-total record)
8 ZZ (Invoice #2 Total record)
9 ZZ (File Total record)

Appendix F Billing Repair Data

How to submit billing repair data via the MLPB Data Exchange system

Listed below are guidelines for submitting detailed billing repair data.

Detailed Billing Repair Data Records

When submitting (Detail Source “BP”) billing repair data records to Data Exchange the following fields must be filled in as required based on the repairs performed:

- Record Format (must be "1")
- Pool Operator
- Billed Pool
- Account Date (YYMM)
- Invoice Number
- Job Code Master Currency Indicator
- Detail Source
- Equipment Initial
- Equipment Number
- Kind of Equipment
- Repair Date (YYMMDD)
- SPLC
- Repairing Company
- Repairing Company Invoice Number
- Repair Facility Type
- Quantity
- Condition Code
- Applied Job Code
- Why Made Code
- Removed Job Code
- Responsibility Code
- Labor Charge
- Material Charge
- Material Sign
- Machine Priceable Indicator
- Line Number
- Servicing Road
- Shipper
- Service Month and Year
- Origin or Destination

The following fields must be filled in as indicated below:

- **Pool Operator** must be filled in with the repairing company's initial
- **Billed Pool** must be filled in with the billed company's initial
- **Account Date** must be filled in with the repairing company's account date (year/month format)
- **Invoice Number** must be filled in with the repairing company's invoice number
- **Detail Source** must always be set to "BP" or "OR" for AAR billing repair data billing
- **Repairing Company** must be set to the repairing company's initial
- **Repairing Company Invoice Number** must be present and alphanumeric when Repairing Company is provided

Appendix G Data Submissions

G.1 Duplicate Repair Line Validation

The following fields are used to identify a duplicate repair line inside your file as listed below in Example 1.

Example 1

Field Name	Position	Field Name	Position
Pool Operator	2-5	Condition Code	117
Billed Pool	6-9	Applied Job Code	120-123
Invoice Number	14-29	Applied Qualifier	124-125
Detail Source	31-32	Why Made Code	127-128
Equipment Initial	48-51	Removed Job Code	131-134
Equipment Number	52-57	Removed Qualifier	135-136
Repair Date	60-65	Responsibility Code	138
SPLC	66-71	Service Month and Year	353-356
Repairing Company	72-75	AAR Ramp Code	357-361
Location on Equipment	109-111	Car Part Code	363-365
Quantity	113-116		

If found across files for the current data exchange run, the line number of the duplicate repair will be provided and the file name for the corresponding duplicate will be listed as seen below in Example 2.

Example 2

MLPB Inbound File Report

File Name:	CSXT_IP_180919_UATP.zip		
Submitting Road Mark:	CSXT	Processed Date:	2018-10-21 09:33 AM
Inbound Status:	REJECTED	Received Date:	2018-10-21 09:33 AM

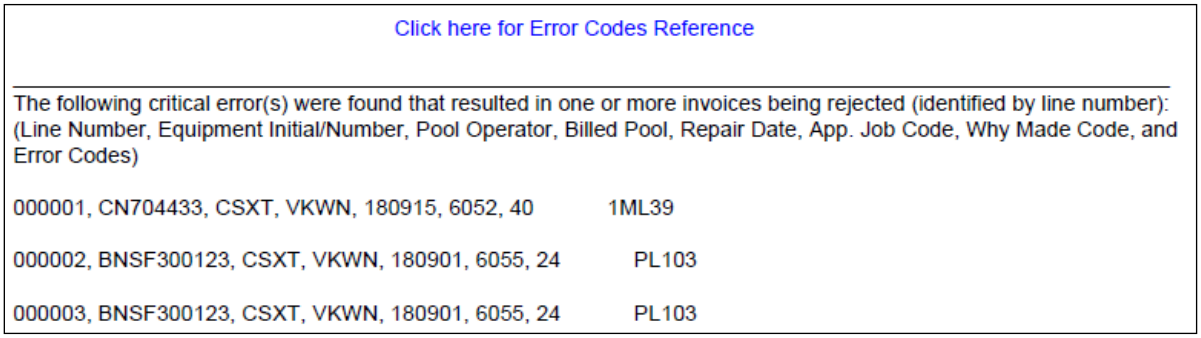
Click here for Error Codes Reference

The following critical error(s) were found that resulted in the entire file being rejected:

Repair line 7 in CRR08VALID has been identified as a duplicate to a repair line in CSXT_IP_180919_Sample.zip.
Repair line 4 in CRR08VALID has been identified as a duplicate to a repair line in CSXT_IP_180919_Sample.zip.
Repair line 1 in 1ML08VALIDBP has been identified as a duplicate to a repair line in CSXT_IP_180919_Sample.zip.
Repair line 6 in CRR08VALID has been identified as a duplicate to a repair line in CSXT_IP_180919_Sample.zip.

If found in the same file, you will receive error message PL103 as seen below in Example 3.

Example 3



Click here for Error Codes Reference

The following critical error(s) were found that resulted in one or more invoices being rejected (identified by line number): (Line Number, Equipment Initial/Number, Pool Operator, Billed Pool, Repair Date, App. Job Code, Why Made Code, and Error Codes)

000001, CN704433, CSXT, VKWN, 180915, 6052, 40 1ML39

000002, BNSF300123, CSXT, VKWN, 180901, 6055, 24 PL103

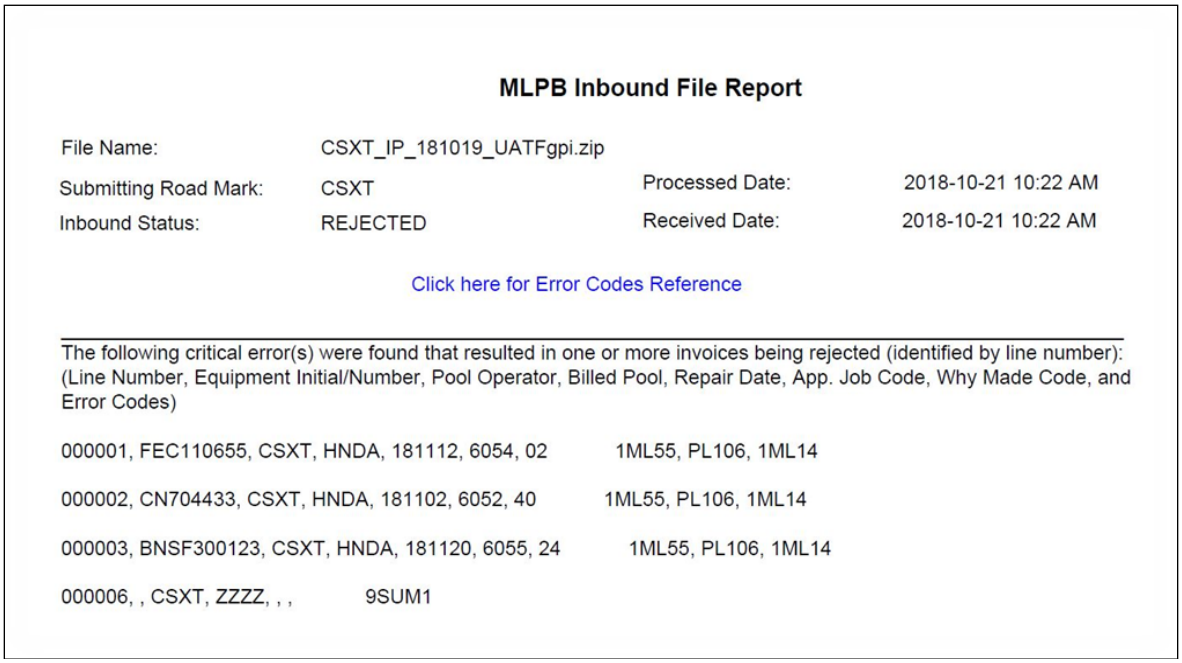
000003, BNSF300123, CSXT, VKWN, 180901, 6055, 24 PL103

G.2 GPI Constraints

Gross Program Index (GPI) represents the number of miles a Pool Participant ran in relation to the total miles for the given pool. This index is represented as a percentage and is used to calculate individual Pool Participant repair expenses in relation to total Pool repair expenses for the given repair month.

The MLPB Data Exchange can only accept files for which we have a published GPI when the Data Exchange is run. When a future GPI repair date is provided in a file you will receive the following error message: PL106 - GPI is unavailable for the provided repair date as seen below in Example 1.

Example 1



MLPB Inbound File Report

File Name:	CSXT_IP_181019_UATFgpi.zip		
Submitting Road Mark:	CSXT	Processed Date:	2018-10-21 10:22 AM
Inbound Status:	REJECTED	Received Date:	2018-10-21 10:22 AM

Click here for Error Codes Reference

The following critical error(s) were found that resulted in one or more invoices being rejected (identified by line number): (Line Number, Equipment Initial/Number, Pool Operator, Billed Pool, Repair Date, App. Job Code, Why Made Code, and Error Codes)

000001, FEC110655, CSXT, HNDA, 181112, 6054, 02 1ML55, PL106, 1ML14

000002, CN704433, CSXT, HNDA, 181102, 6052, 40 1ML55, PL106, 1ML14

000003, BNSF300123, CSXT, HNDA, 181120, 6055, 24 1ML55, PL106, 1ML14

000006, , CSXT, ZZZZ, , , 9SUM1

G.3 File Level Validations

- Invalid Submitter
- Invalid Zip File
- Invalid File Count in the Zip File
- Invalid File Format
- Invalid Zip File Name
- Duplicate Repair Lines - Within Accounting Month
- Duplicate Repair Lines – Most Recent 12 Historical Accounting Months

G.4 Taxes

Tax Calculation

Customers in Canada and Mexico submit their MLPB invoices to the Data Exchange without taxes. Following the Data Exchange, a Pool Participant's tax rate is determined using a Canada and Mexico tax rate table. The following calculation refers to this rate as the "tax rate". Each tax eligible repair line submitted generates an associated Tax Line Record 1 Detail.

- ((Material Charge x GPI%) x tax rate) = (Material Charge Taxes)
- ((Labor Charge x GPI%) x tax rate) = (Labor Charge Taxes)

Tax Calculation Example:

CN submits a repair containing $5,000 in material charges and $1,000 in labor charges. The repair is for a ramp located in Ontario. BNSF is a pool participant with a GPI of 20%.

- ((Material Charge x GPI%) x tax rate) = (Material Charge Taxes)
- (($5,000 x 20%) x 13%) = (Material Charge Taxes)
- ($1,000 x 13%) = (Material Charge Taxes)
- $130 = (Material Charge Taxes)
- $130 in Material Charge Taxes would be calculated and populated on the Tax Line Record 1 (file location 156-163).

- ((Labor Charge x GPI%) x tax rate) = (Labor Charge Taxes)
- (($1,000 x 20%) x 13%) = (Labor Charge Taxes)
- ($200 x 13%) = (Labor Charge Taxes)
- $26 = (Labor Charge Taxes)
- $26 in Labor Charge Taxes would be calculated and populated on the Tax Line Record 1 (file location 149-155).

G.5 FindUs.Rail – Inbound and Outbound Reporting

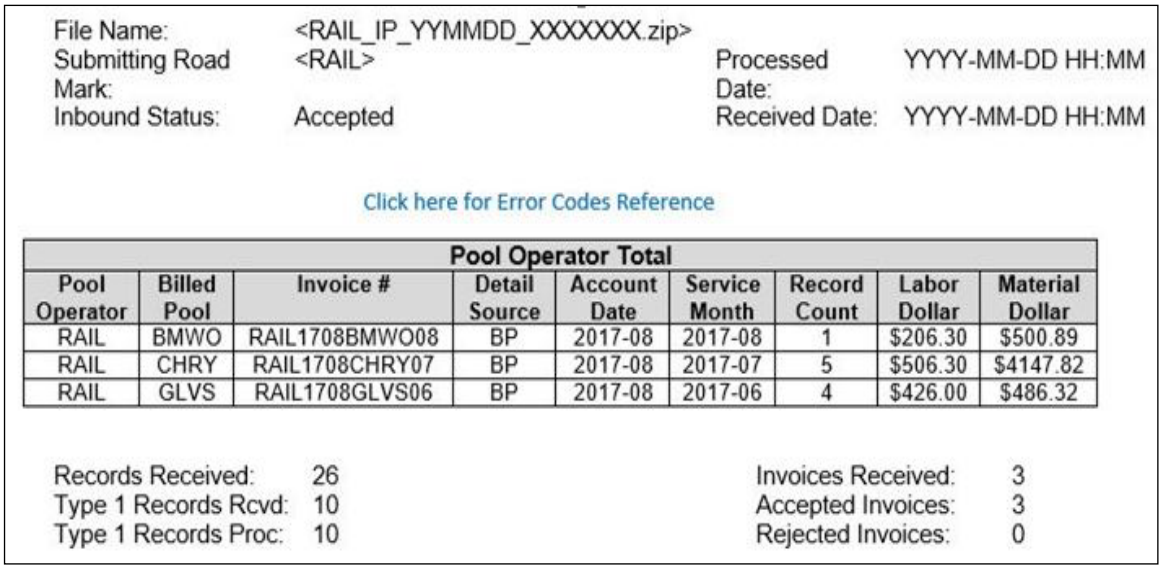
FindUs.Rail contact listing is necessary to receive inbound status report emails or outbound PDF reports. Inbound files from Pool Operators require the Invoicing Party/Pool Operator FindUs.Rail contact listing to receive an email confirmation indicating if the file was accepted or rejected. An email is also sent to the MLPB FindUs. Rail contact(s) to inform them their file is ready to be picked up in their FTP mailbox along with links to their outbound PDF reports. Pool

Operators will need the Invoicing Party/Pool Operator listing in FindUs.Rail to receive the Accounts Receivable and Net-Net Settlement PDF. Pool Participants will need the Billed Party listing in FindUs.Rail to receive the Accounts Payable and Net-Net Settlement PDF. If a company is both a Pool Operator and a Pool Participant, both roles will need contacts to receive the Accounts Receivable, Accounts Payable, and Net-Net Settlement PDF's.

G.6 MLPB Inbound File Report

The MLPB Inbound File Report will have an Inbound Status of Accepted if the file submission was successful as seen below in Example 1.

Example 1



File Name: <RAIL_IP_YYMMDD_XXXXXXX.zip>
Submitting Road Mark: <RAIL>
Processed Date: YYYY-MM-DD HH:MM
Inbound Status: Accepted
Received Date: YYYY-MM-DD HH:MM

Click here for Error Codes Reference

Pool Operator Total								
Pool Operator	Billed Pool	Invoice #	Detail Source	Account Date	Service Month	Record Count	Labor Dollar	Material Dollar
RAIL	BMWO	RAIL1708BMWO08	BP	2017-08	2017-08	1	$206.30	$500.89
RAIL	CHRY	RAIL1708CHRY07	BP	2017-08	2017-07	5	$506.30	$4147.82
RAIL	GLVS	RAIL1708GLVS06	BP	2017-08	2017-06	4	$426.00	$486.32

Records Received: 26
Type 1 Records Rcvd: 10
Type 1 Records Proc: 10
Invoices Received: 3
Accepted Invoices: 3
Rejected Invoices: 0

G.7 Threshold Price Master

The purpose of the Threshold Price Master (TPM) is to help prevent accidental overbilling errors. Threshold values will be system generated for Labor and Material Charges using historical information to reject inbound submissions exceeding allowable Threshold values for the next data exchange. These values are generated monthly and will be Pool Operator specific. After each data exchange a new TPM will be calculated for both per unit Labor Charges and per unit Material Charges. The largest submitted Labor and Material charges will be identified from the most recent 3 accounting months to determine a 3-month rolling average. TPM utilizes the largest submitted value for each month, from each Pool Operator, per job code couplet. Job code couplets will involve the Applied Job Code, Removed Job Code, Condition Code, and Why Made Code values seen in each repair line submission. Accounting months where the largest submitted Labor or Material Charge is zero, or no value exists, will not be used in the calculation of a 3-month average. Once a 3-month average is calculated, the average will be doubled to arrive at the TPM value. Submitted repair lines exceeding the TPM for that job couplet will receive the (1ML60) error for Labor Charges exceeding the TPM and (1ML61) error for Material Charges exceeding the TPM. If your repair line contains a known valid value for Material or Labor Charges that is receiving previously mentioned errors, contact Railinc to assist with getting the file accepted. The calculation of a TPM value is seen below in Example 1 and Example 2.

Example 1

Following Data Exchange on 03/12/21 a new TPM was generated. Largest submitted values from the most recent 3 account months all greater than zero “0”.

Largest Monthly Value	
Accounting Month	Value (Per Unit)
02/21	$10
01/21	$6
12/20	$5

TPM Calculation
($10 + $6 + $5) / 3 = 3-Month Average
($21) / 3 = 3-Month Average
$7 = 3-Month Average
Average is doubled to reach TPM value
$7 X 2 = $14 = TPM value

Example 2

Following Data Exchange on 03/12/21 a new TPM was generated. Largest submitted values from most recent 3 account months include one month as zero “0”.

Largest Monthly Value	
Accounting Month	Value (Per Unit)
02/21	$10
01/21	$6
12/20	$0

TPM Calculation
($10 + $6 + $0) / 3 = 3-Month Average
($16) / 2 = 3-Month Average
$8 = 3-Month Average
Average is doubled to reach TPM value
$8 X 2 = $16 = TPM value

Appendix H Submit Exceptions

H.1 Exceptions Process

Pool Participants have 120 days from receipt of invoice to submit exceptions for repairs. All exceptions will be identified at the repair line level and are collected in an Excel file to be submitted via FTP mailbox. Egregious exceptions must meet certain financial criteria and must be submitted within 10 days from receipt of invoice. Egregious exception financial criteria and validations are explained in Appendix H.3.

Submitters will need to be registered in FindUs.Rail with the 'Exception Submitter' role for the Pool Participant and be authorized to submit exceptions on the Pool Participant's behalf. There is no limit to the number of repair lines included and submitters can include all exceptions for the month or separate into any number of submissions. An Accepted/Rejected email response with an exception inbound report will be provided to indicate an accepted file with summarized submitted data, or to list error codes associated with a rejected file. Accepted file submissions will be forwarded to Pool Operators for review and all Pool Participants subject to the repair line will be notified of the exception activity.

H.1.1 Exceptions Auto-Credit

The pool operator can respond to exceptions only through the UI, specifically from the "Exceptions Pending My Approval" page. After 120 days of DX outbound, the pool operator has 90 days to respond to the exceptions. If the pool operator does not take any action within this period, the system automatically credits the total repair line amount back to all participants in the pool on the 211th day. The system distributes credit based on each participant's GPI percentage for the respective account months.

Detail source (EX) is used by the MLPB system to report exception credits issued by Pool Operators through the exception handling process. This detail source is not available for inbound repair file submissions. Car owners receiving repair credits from outbound reporting with detail source (EX) can track equipment details to appropriately credit repair costs to equipment on an individual basis.

The system automatically generates an Exception inbound file and adds it to the inbound file list based on whether pool operators resolve exceptions or the system auto-credits them.

Examples of auto-generated inbound exception files.

- General credit inbound exception file: GENEXCREDIT_(Invoice-Number).zip
  GENEXCREDIT_INVOICENUMBER.ZIP
- Auto-credit inbound exception file: AUTOEXCREDIT_(Invoice-Number).zip
  AUTOEXCREDIT_INVOICENUMBER.ZIP

The system processes this file during the subsequent DX run. The system does not allow users to read or edit the file. After processing, the system generates outbound Accounts Receivable and Accounts Payable files that include the (EX) detail source, indicating that the system applied the credits to pool participants.

H.2 Excel Layout and Format

The Excel file can have any title the submitter chooses; however all files must include the .xlsx file extension. The mandatory highlighted fields required for an exception submission are seen below in Example 1. The mandatory 'Category' field utilizes codes listed in Example 2.

Note: Equipment Initial and Equipment Number are mandatory for Detail Source 'BP' and not for detail source 'OR'.

Example 1

Fields	Field Position Mapping	Type	M=Mandatory; O=Optional; C= Conditional	Edit	Error Code
Pool Operator	2-5	A/N	M	Pool Operator field is alphanumeric with a limit of 4 characters.	EX5A
Pool Participant	6-9	A	M	Pool Participant field is alphanumeric with a limit of 4 characters.	EX5B
Invoice Number	14-29	A/N	M	Invoice Number field is alphanumeric with a limit of 16 characters.	EX5C
Detail Source	31-32	A	M	Detail Source field is alphabetic with a limit of 2 characters.	EX5D
Equipment Initial	48-51	A	C	Equipment Initial field is alphabetic with a limit of 4 characters.	EX5E
Equipment Number	52-57	N	C	Equipment Number field is numeric with a limit of 6 characters.	EX5F
Repair Date	60-65	N	M	(YYMMDD) - Must be Numeric and must be a Valid Date.	EX5G, EX5GG
SPLC	66-71	N	O		
Repairing Company	72-75	A/N	O		
Location on Equipment	109-111	A/N	O		
Quantity	113-116	N	O		
Condition Code	117	A/N	O		
Applied Job Code	120-123	N	O		
Applied Qualifier	124-125	N	O		
Why Made Code	127-128	A/N	O		
Removed Job Code	131-134	N	O		
Removed Qualifier	135-136	N	O		
Responsibility Code	138	N	O		
Line Number	289-293	N	M	Numeric - Must be greater than zero, limit of 5 characters	EX5H
Service Month and Year	353-356	N	O		
AAR Ramp Code	357-361	A/N	M	AlphaNumeric - Limit of 5 characters	EX5I
Car Part Code	363-365	A/N	O		
Category	n/a	A/N	M	AlphaNumeric - Must be one of the following Overcharge (O), Appendix B (AB), Duplicates (D), Wrong - Not Standard to Car (WNSC), Invalid Repair (IR), Delete (Delete)	EX5J
Comment	n/a	A/N	M	AlphaNumeric - limit of 500 characters	EX5K

Example 2

Category	Category Code
Overcharge	O
Appendix B	AB
Duplicates	DUP
Wrong – Not Standard to Car	WNSC
Invalid Repair	IR
Delete	Delete

H.3 Validation and Edits

Exception Formatting

Exception data must be formatted correctly for further validations. All fields will be left justified and field rules involving character limits, date formats, and alpha/numeric criteria will be applied. Corrupt files or file types other than Excel with .xlsx extension will be rejected with a reason provided. A full listing of exception edits can be viewed in Example 1.

Exception File Level Validations

Excel fields include all mandatory data to match repair line

- Category of exception is a mandatory field
- Notes field is mandatory to assist Pool Operator in understanding exception
- Missing field data will result in complete upload rejected with reason provided
- Properly formatted exceptions with no file level validation errors will be forwarded for business level validations

Exception Business Level Validations

- Properly formatted exception containing all mandatory data exists
- Confirm matching repair line exists
- Confirm exception is < 120 days from Data Exchange distribution date
- Multiple template uploads allowed each month
- Multiple exceptions for same repair line allowed (prior to 120-day limit)
- When excepton for repair line already exists, new exception from same Pool Participant will overwrite previous exception with the following changes:

    - Notes field will be updated to include the most recent notes field submitted
    - Submission date will be updated to include the date of the new exception
    - Multiple Pool Participants may call exception to same repair line

Egregious Exception File Level Validations

Excel fields include all mandatory data to match repair line

- Category of egregious exception is a mandatory field
- Notes field is mandatory to assist Pool Operator in understanding egregious exception
- Missing field data will result in complete upload rejected with reason provided
- Egregious field is marked 'Y'
- Properly formatted egregious exceptions with no file level validation errors will be forwarded for business level validations

Egregious Exception Business Level Validations

- Properly formatted egregious exception containing all mandatory data exists
- Confirm matching repair line exists
- Confirm exception is < 10 days from Data Exchange distribution date
- Multiple egregious exceptions for same repair line allowed (prior to 10-day limit)
- When egregious excepton for repair line already exists, new exception from same Pool Participant will overwrite previous exception with the following changes:

    - Notes field will be updated to include the most recent notes field submitted
    - Submission date will be updated to include the date of the new exception
    - Multiple Pool Participants may call an egregious exception to same repair line
    - Updates to previously accepted Egregious Exceptions must include a minimum of all previous exception repair lines (EX9 Edit).

- Egregious Exceptions for processed repairs must be a minimum of $10,000 for the Participant's portion of the invoice total (EX7 Edit).
- Egregious Exceptions for processed repairs must contend with a minimum of 50% of Participant’s portion of the invoice total (EX8 Edit).
- Successfully submitted egregious exceptions will involve a credit line generated for each repair line within invoice and will be credited back to Pool Participants in next scheduled Data Exchange. Pool Operators will need to resubmit new corrected billing.

Example 1

Error	Description
EX1	Submittal Timeline - Exceptions for processed repairs must be submitted within 120 days following the Data Exchange distribution date.
EX2	Submittal Timeline - Responses for Exceptions for processed repairs must be submitted subsequent to 120 days following the Data Exchange distribution date and before 270 days following the Data Exchange distribution date.
EX3	Submittal Missing Data - Exceptions for processed repairs must include all mandatory fields to match existing repair line.
EX4	Submittal Corresponding Repair Not Found - Exception data does not match existing repair data.
EX5	File Formatting - Exception data contains file level errors.
EX5A	Field Formatting - Pool Operator field is alphanumeric with a limit of 4 characters.
EX5B	Field Formatting - Pool Participant field is alphanumeric with a limit of 4 characters.
EX5C	Field Formatting - Invoice Number field is alphanumeric with a limit of 16 characters.
EX5D	Field Formatting - Detail Source field is alphabetic with a limit of 2 characters.
EX5E	Field Formatting - Equipment Initial field is alphabetic with a limit of 4 characters.
EX5F	Field Formatting - Equipment Number field is numeric with a limit of 6 characters.
EX5G	Field Formatting - Repair Date field is (YYMMDD) - Must be Numeric.
EX5GG	Field Verification – Repair Date field is (YYMMDD) – Must be a Valid Date.
EX5H	Field Formatting - Line Number field is numeric and must be greater than zero, limit of 5 characters.
EX5I	Field Formatting - AAR Ramp Code field is alphanumeric, limit of 5 characters.
EX5J	Field Formatting - Category field is alphanumeric.
EX5K	Field Formatting - Comment field is alphanumeric, limit of 500 characters.
EX5L	Field Formatting - Egregious field is alpha, limit of 1 character.
EX6	Egregious Exception Submittal Timeline - Egregious Exceptions for processed repairs must be submitted within 10 days following the Data Exchange distribution date.
EX7	Egregious Exception Invoice Total Criteria Rule - Egregious Exceptions for processed repairs must be a minimum of $10,000 for the Participant's portion of the invoice total.
EX8	Egregious Exception Percentage Criteria Rule - Egregious Exceptions for processed repairs must contend with a minimum of 50% of Participant’s portion of the invoice total.
EX9	Egregious Exception Update Criteria Rule – Updates to previously accepted Egregious Exceptions must include a minimum of all previous exception repair lines.

H.4 Notifications - Inbound Submissions

A submitter will be notified immediately regarding status of upload. Inbound Exception File Status Reports for both accepted and rejected files will be sent to the FindUsRail contact with the 'Exception Submitter' role for Pool Participant. Accepted files containing no errors will receive an email with an Inbound Exception File Status report indicating a file status of 'Accepted' and a category summary as seen in Example 1. Rejected files will receive an Inbound Exception File Status report indicating a file status of 'Rejected'. Errors by line will be identified with an error code pertaining to the column field of data that is incorrect. Rejected files will receive the report displayed in Example 2.

Example 1

MLPB Exception Inbound File Report

File Name:	<CPRS_MAY_EX.xlsx>		
Submitting Road Mark:	CPRS	Processed Date:	2019-06-30 02:32 PM
Inbound Status:	Accepted	Received Date:	2019-06-30 02:32 PM
Records Received:	13	Records Processed:	13

Exceptions Processed: Category Summary

Overcharge:	2	Wrong – Not Standard to Car	0
Appendix B:	0	Invalid Repair	1
Duplicates:	0	Delete	1

Pool Operator	Invoice Number	Detail Source	Car Number	Job Code (Applied)	Repair Date	Category Code
BNSF	234789	BP	NS000346	6040	190510	O
BNSF	234805	BP	CN627882	6044	190521	O
CN	867345	BP	UP384757	6120	190512	IR
NS	345678	OR	NS001254	6009	190515	DELETE

Example 2

File Name:	<CPRS_MAY_EX.xlsx>		
Submitting Road Mark:	CPRS	Processed Date:	2019-06-30 02:32 PM
Inbound Status:	Rejected	Received Date:	2019-06-30 02:32 PM

Click here for Error Codes Reference

Your exception file has been rejected. The following critical error(s) were found within your submission (identified by line number): (Line Number, Pool Operator, Invoice Number, Detail Source).

000001, BNSF, 234789, BP	**EX1**
000002, CN, 8673458, BP	**EX3**
000003, NS, 3456783, OR	**EX5C, EX5D**
000004, BNSF, 234805, BP	**EX5J**

H.5 Notifications – Pool Operators and Pool Participants

Railinc will notify eligible Pool Participants and Pool Operators that an exception has populated and the associated action. Pool Participants are not able to view the comments entry from the Pool Participant submitting exception, however the Pool Operator is able to view the comment. Each report is specific for individual Pool Operator that submitted the billing in question and Pool Participants that were subject to paying a portion of the repair. The Pool Operator Exception Activity Report is seen in Example 1. Pool Participants will receive the report displayed in Example 2.

Example 1

Pool Operator Exception Activity Report
For: (Mark)

New Exceptions

Shipper	Invoice Number	Detail Source	Repair Date	Account Date	Car	Category	Exception Due by Date	Submitter	Notes
AUDI	234789	BP	05/10/19	Aug-19	NS000346	Overcharge	10/14/19	KCS	
AUDI	234805	BP	05/12/19	June-19	CN627882	Overcharge	10/14/19	UP	

Updated Exceptions

Shipper	Invoice Number	Detail Source	Repair Date	Account Date	Car	Category	Exception Due by Date	Submitter	Notes
BMWO	867345	BP	05/12/19	June-19	UP384757	Invalid Repair	10/14/19	UP	

Delete Exceptions

Shipper	Invoice Number	Detail Source	Repair Date	Account Date	Car	Category	Exception Due by Date	Submitter	Notes
FORD	345678	OR	05/15/19	June-19	NS001254	Delete	10/14/19	NS	

Example 2

Pool Participant Exception Activity Report
For: (Mark)

New Exceptions

Shipper	Pool Operator	Invoice Number	Detail Source	Repair Date	Account Date	Car	Category	Exception Due by Date	Submitter
AUDI	BNSF	234789	BP	05/10/19	Aug-19	NS000346	Overcharge	10/14/19	KCS
AUDI	BNSF	234805	BP	05/12/19	June-19	CN627882	Overcharge	10/14/19	UP

Updated Exceptions

Shipper	Pool Operator	Invoice Number	Detail Source	Repair Date	Account Date	Car	Category	Exception Due by Date	Submitter
BMWO	CN	867345	BP	05/12/19	June-19	UP384757	Invalid Repair	10/14/19	UP

Delete Exceptions

Shipper	Pool Operator	Invoice Number	Detail Source	Repair Date	Account Date	Car	Category	Exception Due by Date	Submitter
FORD	NS	345678	OR	05/15/19	June-19	NS001254	Delete	10/14/19	NS