

## **ELECTRONIC FUNDS TRANSFER GUIDELINES**

### Technical Standards for Duquesne Light Company (DLC) EDI Receivables Program

***If you are paying DLC electronically via the Automated Clearing House (ACH) network or FedWire, the most critical data element in processing your transaction is your 13 digit account number that appears on your bill **WITHOUT THE DASHES !!!!*****

If you are currently receiving invoices (810's) from DLC, the invoice number you receive will be a combination of the customer account number and the invoice date, total length of 21 digits.

**Listed below are conventions for mapping the customer account number to each of the formats Duquesne Light accepts.**

**Please contact your banking software provider if you need technical assistance.**

#### **Payment via CTX (Corporate Trade Exchange) – allows one ACH with up to 9,999 addenda records (Duquesne's Preferred Method):**

The customer account number (DLC's 13 digit number **NO DASHES**) should be sent in the RMT/RMR segment with an IV qualifier. Please note if your accounts payable system cannot accommodate an invoice of 13 digits, please send the RMT/RMR segment with the IV qualifier and the truncated invoice number and use a REF segment with a qualifier of AA or AN and send the 13 digit account number in REF 02. (If possible, please provide a PER segment with contact name and phone number).

#### **Payment via CCD+ (Cash Concentration or Disbursement with one Addenda record per ACH):**

Please send a REF segment with a qualifier of AA or AN only (no other qualifiers should be used) and send the DLC 13 digit account number in the REF 02.

This is an example of what the **ONE** addenda record should look like:

REF\*AA\*DLC's 13 DIGIT ACCOUNT NUMBER

- OR -

REF\*AN\*DLC's 13 DIGIT ACCOUNT NUMBER

#### **Payment via FedWire:**

Please send the DLC 13 digit account number in the free form information area using REF\*IV\*\*"Invoice Number\*\*"13 digit customer account number"

If you have any questions regarding these conditional requirements, please contact:

[Ecommerce@duqlight.com](mailto:Ecommerce@duqlight.com)

**If you are interested in becoming an approved electronic fund transfer partner, please contact your Duquesne Light Account Manager or call us at (412) 393-7100.**

DLC's EDI/EFT receivables program has been developed utilizing the guidelines established by the Utility Industry Group, UIG, a subgroup of the American National Standards Institute, ANSI, X12 Standard. If you would like more information regarding these conventions, please let us know. We would be happy to assist you.