

MT103 Import logic

The system allows you to import files in Cyrillic alphabet with allowed symbols in files. Also, there is support of transliteration from Latin alphabet according to the SWIFT-RUR transliteration rules.

Transliteration should be automatic if the value of field 20 begins with a “+” sign.

What is happening during an import

1. The system checks the presence of mandatory fields and the format of the fields of the document for compliance with the specification provided in the table “Format and Rules of Importing Payment Order Fields”.
2. Each field is checked for the presence of invalid characters. If any invalid characters are found, an error will appear in the log:

“Entry #<entry number>: document rejected. The field <link to field> contains invalid characters.”

In this case the document will not be loaded into the system.

3. If there is at least one import error from the specification table “Format and Rules of Import of Payment Order Fields”, an entry describing the inconsistency will be generated in the import log and the processed document will not be loaded into the system.
4. Payment orders, which have successfully passed the checks, if necessary, are transliterated according to the table “Transliteration of RUR6 version”.
5. If the “Perform control of duplicates” setting is enabled, the system checks uploaded payments to see if these documents are duplicates of already existing ones.
6. After importing, the system checks the uploaded values against internal checks for the document. Error and warning messages will be displayed in the log.

If the payment order is loaded and passed all the checks with the “Error” and “Critical error” level, it will be transferred to the “Imported” status. Checks with “Warning” level are allowed to not pass.

If there are errors of “Error” or “Critical error” level that allow creation of the document in the system, it will have “Control error” status.

7. If the first import error is detected during document processing, it will be recorded in the import log and document processing will be interrupted. There will be a message of the first error displayed in the log. Other values of document fields will not be checked.

The import ignores:

- Service headers and endings of SWIFT files.
- Fields missing in the table “Format and Rules of Importing Fields of the Payment”.
- Extra lines between the separator and the first field of the document.
- Leading and trailing spaces in the values of the text fields.
- The ‘/M/R’ sequence that separates documents in the same import file.

Import file format description

Length designations

Designations	Description
nn	Max length
nn!	Fixed length
nn-nn	Minimal and max length
nn*nn	Max number of lines multiplied by max length

Symbol designations

Designations	Description
n	Numbers only: 0–9
a	Uppercase letters only: A–Z
c	Uppercase letters and numbers only
x	<p>If the value of field 20 begins with transliteration feature “+”, then characters listed in General requirements of the SWIFT standard are acceptable, as well as cyrillic letters.</p> <p>If there is no “+” in the field 20, then characters of standard set for ELBRUS text fields are allowed:</p> <p>йцукенгшщзхъфывапролджэячсмитьбю ЙЦУКЕНГШЩЗХЪФЫВАПРОЛДЖЭЯЧСМИТЬБЮЁЁ qwertyuiopasdfghjklzxcvbnm QWERTYUIOPASDFGHJKLZXCVBNM !"`#\$%&'()*+,-./ 0123456789:;<=>?@[!/^`_`ЄєİıŸŸ°№№{}}</p> <p>+ \r \n</p>
e	Space
D	<p>A decimal number.</p> <p>Separating sign is a comma or a hyphen, and is required.</p> <p>There must be at least one digit before the comma.</p> <p>Length includes a separator.</p> <p>Separator of groups of digits, separating 3 digits each, is not used</p>

Examples

16x	Up to 16 characters from the set of allowed characters
3!a	Always 3 letters only
4*35x	Up to 4 lines, each up to 35 sets of allowed characters
20!n	Always 20 digits only

A set of permitted characters according to the SWIFT standard

abcdefghijklmnopqrstuvwxyz

ABCDEFGHIJKLMNOPQRSTUVWXYZ

0123456789

/-?:()., '+

CR LF Space

Payment order layout

Table “Format and Rules of Importing Payment Order Fields” contains references to the field number on the layout for each field from the import file. For that see column “Field of ruble payment order”.

Payment order

From Status: New GENERAL FIELDS NOTES INFORMATION FROM THE BANK

General information

Number 1	Date 2	Payment type 3	Amount 5 0.00	101 Status exponent 01 4
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Payer

TIN/FCC 9	KPP 10	Account № 12
Name of the payer 11		BIC 14
		C/a 15
		Payer's bank 13

Recipient

TIN/FCC [?] 16	KPP [?] 17	Account № 20
Recipient's name [?] 19		BIC 24
		C/a 25
		Recipient's bank 23

Purpose code [?] - ?	Payment Priority 22	Code/ UPI [?] 18	110 Pay. code [?] 39
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Payment purpose

Payment purpose [?] 26	VAT Calculation Method Расчет по % (1) 6
	% 7 20.00 VAT 8 0.00

Currency control Total volume: 0 out of 5.00 Mb

In case of a payment made by a resident in favor of a non-resident under a registered contract (loan agreement) , we recommend providing additional information in the form of currency transaction details

Currency transaction type code
27 No documents required

[Choose file or drop file here](#)

Group of fields “Budget payment” in the case of the value of the field Ruble Payment Order (107) corresponding to the code of the customs authorities.

104 BCC [?] 29	105 RNCMT [?] 30	106 Doc. base [?] 31
107 Tax Period / Customs Code [?] Код тамож. органа 28	108 Doc. number [?] 35	109 Doc. date [?] 36 37 38

Format and Rules of Importing Payment Order Fields

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
:20: Sender's reference		16x	+154	No	<p>Doesn't load.</p> <p>It is used to determine the sign of the import fields transliteration of the current document.</p> <p>If the field value starts with '+', then all fields that contain text must be transliterated.</p> <p>Fields :50:, :59:, :70: and subfields N6, N7, N8, N10 of field :77B:</p>		:20 :+154
:26T: Code of type operation		1!a2!n		Yes, if there is :77B:	<p>It is required to check the presence of the :77B: tag. If tag 26T is missing then import error and error message is displayed.</p>	<p>Obligatory field "Transaction type code" (:26T:) is missing. This field is mandatory if "Mandatory reporting" (:77B:) is present.</p>	:26T :S03
					<p>Checking field format. If it does not correspond then import error and error message is displayed.</p>	<p>Unable to recognize value in the "Operation Type Code operation type" (:26T:). Value: <value>.</p> <p>Field format: 1!a2!n.</p>	
Subfield 1: constant "S"		1!a	S	Yes	Doesn't load.		
Subfield 2: Type	Status indicator (101) Field 4	2!n	03	Yes	Loads into the system in the "Status Indicator" (101) field, if it corresponds to the format.		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
:32A: Value Date, Currency, and Interbank Settlement Amount		6!n3!a12n 1x2n		Yes	Checking the presence of the field. If the field is missing then import error and error message is displayed.	Mandatory field "Value Date, Currency, and Interbank Settlement Amount" (:32A:) is missing.	:32A:140710RUB200,52 :32A:080115RUB150,00 :32A:080115RUB150, :32A:080115RUB150
					Checking the presence of the field. If the field is missing then import error and error message is displayed. Fraction may be absent according to SWIFT standard.	Wrong field format for "Value Date, Currency, and Interbank Settlement Amount" (:32A:). Value: <field value>. Field format: 6!n3!a12n1x2n.	
Subfield 1: Date		6!n	140710	Yes	Doesn't load.		
Subfield 2: Currency		3!a	RUB	Yes	Doesn't load.		
Subfield 3: Amount	Amount Field 5	12n1x,2n or 12n1x-2n	200,52	Yes	It is required to check pennies separator: ',' or '-'. Otherwise an error message is displayed.	Wrong field format of "Value Date, Currency, and Interbank Settlement Amount" (:32A:) in the Payment amount. The separator of pennies is incorrect. It can be only "," or "-". Value: <subfield value>.	
				Yes	It is required to check that the integer part of the amount contains 12 characters before the separator. Otherwise an error message is displayed.	Wrong field format of "Value Date, Currency, and Interbank Settlement Amount" (:32A:) in the Payment amount. The number of digits before the decimal point cannot be more than	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
						12. Value: <subfield value>.	
				Yes	It is required to check that the integer part of the sum contains at least one digit. Otherwise an error message is displayed.	Wrong field format of "Value Date, Currency, and Interbank Settlement Amount" (:32A:) in the Payment amount. The whole part of the amount must contain at least one digit. Value: <subfield value>.	
				Yes	If all checks are successfully passed, then It loads to the "Payment amount". Otherwise an import message is displayed.		
:50a: Payer Options K and F only		Option K /20!n 3!a12n[.3!a9c] 3*35x		Yes	Checking the presence of the field. If the field is missing then import error and error message is displayed. Checking the field format according to the option. If the field doesn't match then import error and error message is displayed.	Mandatory field "Payer" (:50a:) is missing. Expected field options are :50K: or :50F: Field format for option K: /20!n INN12n[.KPP9c] or 3*35x Field format for option F: [INN12n[.KPP9c]] or 3*1!n33x	:50K:/4070281020000000000 INN5504036333.KPP33160 1001 Company Name 000
		Option F /20!n 1!n/3!a12					:50F:/4230181080000000000 1/FoDOROVA ELENA KONSTANTINOVNA

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
		n[.3!a9c] 3*1!n/33x					2/UL.NAGORNAa, D.12 50F:/4070281070000000 22 5 1/INN7744001258.KPP980 6 78956 1/KOMPANIa MEJDUNARODNYE AVIALINII 2/TVERSKAa-aMSKAa 25 3/RU/G.MOSKVA
For option K							
Subfield 1: Account number	Account № Field 12	/20!n	40702810 20000000 0000	Yes	It is required to search for an organization which owns the account BIC of the payer (from tag :52D: subfield 1.2). If organization is not found then import error and error message is displayed.	Payer's Bank BIC and accounts of are not found. Values: BIC <BIC of Payer's Bank of>, account <Payer's Account>.	
					It is necessary to check that the user that launched the import has access to the specified organization. If the check is not passed then import error and error message is displayed.	The document is rejected due to incorrect data of organization, Payment Order <Ruble Payment Order details>. Specified organization: <INN>, <Organization name from the system directory>.	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					<p>It is necessary to check that user has access to Payer's Account.</p> <p>If the check is not passed then import error and error message is displayed.</p>	<p>The document is rejected due to denied access to the account, Payment Order <Ruble Payment Order details>.</p> <p>Specified account: <Payer's Account>.</p>	
					<p>It is necessary to check that Payer's account belongs to the organization which performs the import.</p> <p>If the check is not passed then import error and error message is displayed.</p>	<p>The document is rejected. Payer's BIC and account are not found.</p> <p>Values: BIC <BIC of Payer's Bank of>, account <Payer's Account>.</p>	
					<p>If all the checks are passed, then the organization found is the payer organization.</p> <p>Value loads to the Payer's account.</p>		
Subfield 2: INN or KIO.KPP		INN12n[.K PP4!n2!c3 !n] or INN12n[.K PP1!n- constant 0]		Yes			
Subfield 2.1: INN or KIO.KPP	TIN or FCC	INN12n	INN55040 36333	Yes	Checking the field format. If it doesn't match then it's import error and error message is displayed.	Wrong field format of "Payer" (:50a:) in INN.	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
	Field 9					Value: <value of the field>. Format: INN12n	
					Loads to TIN or FCC of the payer.		
Subfield 2.2: KPP	KPP Field 10	[.KPP4!n2!c3!n] or [.KPP1!n-constant 0]	.KPP3316 01001	No	Check that the code either "0" or it contains 9 characters. If the check is not passed then import error and error message is displayed.	Wrong field format of "Payer" (:50a:) in KPP. KPP must have 9 characters or must be "0" Value: <value of the field>. Format: KPP4!n2!c3!n or 0	
Subfield 3: Name of the payer	Name of the payer Field 11	3*35x	000 Company Name	Yes, if the setting is "Fill in name of the payer from file"	Check the value of the import setting "Fill name of payer from file". If the setting is checked, then: <ul style="list-style-type: none"> • Characters are transliterated, if field :20: begins with "+". • If the setting "Ignore line break in Name of Payer" and "Name of Beneficiary" is checked. Name of payer and Name of the Payer is present on several lines, then the lines are glued together (characters of line break and carriage return are removed). <p>The resulting value is saved in the "Name of the Payee".</p> <p>If the setting is unchecked, the value is filled in from the client's directory with</p>	If its mandatory and wasn't sent: Wrong field format of field "Payer" (:50K:). Name of the Payer cannot be recognized. Value: <>. Format: /20!n 3!a12n[.3!a4!n2!c3!n] 3*35x	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					the short name of the organization for the name of the paying organization found by the Account and BIC, field :50a: subfield 1 and field :52D:.		
For option F							
Subfield 1: Account number	Account № Field 12	/20!n	40702810 20000000 0000	Yes	Identical to Subfield 1: Account number of field :50a: with Option K. Loads into Payer's Account.		
Subfield 2: Name of the payer Digital code		General format: 3*1!n/33x	1/INN774 4001258. KPP9 80678956 1/KOMPA NIa MEJDUNA RODNYE AVIALINI I 2/TVERSK AaaMSKAa 25 3/RU/G.M O SKVA				
Subfield 2.1: INN or KIO.KPP		General format: 1/[INN12n [.KPP9c]]	1/INN774 4001258. KPP98067 8956				

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
Subfield 2.1.1: INN or KIO.KPP	TIN or FCC Field 9	INN12n	INN77440 01258	Yes	Checking the field format. If it doesn't match then it's import error and error message is displayed.	Wrong field format of "Payer" (:50a:) in INN. Value: <value of the field>. Format: INN12n	
					Loads to TIN or FCC of the payer.		
Subfield 2.1.2: KPP	KPP Field 10	[.KPP4!n2 !c3!n] or [.KPP1!n- constant 0]		Yes	Check that the code either "0" or it contains 9 characters. If the check is not passed then import error and error message is displayed.	Wrong field format of "Payer" (:50a:) in KPP. KPP must have 9 characters or must be "0" Value: <value of the field>. Format: KPP4!n2!c3!n or 0	
Subfield 2.2: Name of the payer	Name of the payer Field 11	1/33x		Yes, if the setting is "Fill in name of the payer from file"	Check the value of the import setting "Fill name of payer from file". If the setting is checked, then: <ul style="list-style-type: none"> Characters are transliterated, if field :20: begins with "+". If the setting "Ignore line break in Name of Payer" and "Name of Beneficiary" is checked. Name of payer and Name of the Payer is present on several lines, then the lines are glued together (characters of line break and carriage return are removed). The resulting value is saved in the	If it's mandatory and wasn't sent: Wrong format of the field "Payer" (:50K:). Name of the Payer cannot be recognized. Value: <>. Format: /20!n 1!n/3!a12n[,3!a4!n2!c3!n] 3*1!n/33x	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					<p>"Name of the Payee".</p> <p>If the setting is unchecked, the value is filled in from the client's directory with the short name of the organization for the name of the paying organization found by the Account and BIC, field :50a: subfield 1:.</p>		
:52a: Bank Option D only		//RU9!n[. 20 !n] [4*35x]		Yes	<p>Searching for the field with option D. If there is none then it's import error and error message is displayed.</p> <p>Checking the field format. If it doesn't match then it's import error and error message is displayed.</p>	<p>Mandatory field "Payer's Bank" (:52a:) is missing. Expected option of field :52D:.</p> <p>Wrong format of the field "Payer's Bank" (:52D:). Impossible to identify BIC of Payer's Bank.</p> <p>Value: <field value>.</p> <p>Format: //RU9!n[.20!n] [4*35x]</p>	:52D://RU044525700.301 01810200000000700 ZAO Raiffeisenbank Moscow city
Subfield 1: ID code		General format : //2!a9!n[.20!n]		Yes			
Subfield 1.1: Payment system ID of Bank of Russia		2!a	RU	Yes	Doesn't load.		
Subfield 1.2: BIC	BIC of payers' bank	9!n	04452570 0	Yes	Searching for the value in the directory of RCBIC. If it wasn't found then its import error and error message is	Wrong format of the field "Payer's Bank" (:52D:) in BIC. BIC wasn't found in the directory.	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
	Field 14 Linked with field 13 "Payer's bank" and field 15 "Correspondent account"				displayed. From the found entry in the directory fill in the following fields: <ul style="list-style-type: none"> field 13 – <Name of the bank> +<space>+<Name of settlement with the type> field 14 – BIC of the bank field 15 – Correspondent account 	Value: <subfield value>.	
Subfield 1.3: Correspondent account	–	[.20!n]	.3010181 02000000 00700	No	Doesn't load.		
Subfield 2: Name of the payer's bank and address	–	[4*35x]	ZAO Raiffeis enbank Moscow city	No	Doesn't load.		
:57a: Recipient's Bank Option D only		//RU9!n[. 20 !n] [4*35x]		No	Searching for the field with option D. If there is none then it's import error and error message is displayed. The absence of a field is not an error.	Field "Recipient's Bank" (:57a:) contains wrong info. Expected option of field :57D:.	:57D://RU044525593.301 0181020000000593 AO ALFABANK Moscow city
Subfield 1: ID code		General format: //2!a9!n[. .20!n]		Yes	Checking the field format. If it doesn't match then its import error and error message is displayed.	Wrong format of the field "Recipient's Bank" (:57D:). Impossible to identify BIC of Recipient's Bank.	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
						Value: <field value>. Format: //RU9!n[.20!n] [4*35x]	
Subfield 1.1: Payment system ID of Bank of Russia		2!a	RU	Yes	Doesn't load.		
Subfield 1.2: BIC	BIC of Recipient's bank Field 24 Linked with field 23 "Recipient's bank" and field 25 "Correspondent account"	9!n	04452570 0	Yes	Searching for the value in the directory of RCBIC. If it wasn't found then it's import error and error message is displayed. From the found entry in the directory fill in the following fields: <ul style="list-style-type: none"> field 13 – <Name of the bank> +<space>+<Name of settlement with the type> field 14 – BIC of the bank field 15 – Correspondent account 	Wrong format of the field "Recipient's Bank" (:52D:) in BIC. BIC wasn't found in the directory. Value: <subfield value>.	
Subfield 1.3: Correspondent account	–	[.20n]	.3010181 02000000 00700	No	Doesn't load.		
Subfield 2: Name of the recipient's bank and address	–	[4*35x]	A0 ALFABANK Moscow	No	Doesn't load.		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
			city				
:59: Recipient		[/20!n] [3!a12n[3! a4!n2!c3! n]] 3*35x		Yes	Checking the presence of the field. If the field is missing then import error and error message is displayed.	Mandatory field "Recipient" (:59:) is missing.	: 59 : / 4070281000000000000008 INN7733011111 . KPP773301001 ZAO Company and friends
					Checking the field format according to the option. If the field doesn't match then import error and error message is displayed.	Wrong format of the field "Recipient" (:59:). Value: <subfield value>. Field format: [/20!n] [3!a12n[3!a4!n2!c3!n]] 3*35x	
Subfield 1: Account number	Account № Field 20	/20!n	40702810 00000000 0008	No	Loads into "Recipient's account". The logic to define a subfield: 1. If the value of line 1 corresponds to the format "/20!n" then this is Subfield 1. The line must be checked for correspondence to the format /20!n. 2. If the 1st line contains "< less than or or more than 20 of any characters (including numbers)>" and the next line starts with "INN" then this is Subfield 1. The line must be checked for correspondence to the format		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					/20!n. There will be a message about format mismatch.		
Subfield 2: INN or KIO.KPP		General format : [INN12n[. KPP4!n2!c3!n]]		No	The logic to define a subfield: If the 1st or 2nd line begins with INN then it's a subfield 2 (INN or KIO.KPP).		
Subfield 2.1: INN or KIO of the recipient	TIN or FCC Field 16	INN12n	INN77330 11111	No	Checking the field format. If it doesn't match then its import error and error message is displayed. The line must be checked for accordance to the format [3!a12n]. Loads into "Recipient's INN or KPP".	Wrong field format of "Recipient" (:59:) in INN. Value: <value of the field>. Format: INN12n	
Subfield 2.2: KPP of the recipient	KPP Field 17	[.KPP4!n2!c3!n]	.KPP7733 01001	No	Check that the code contains 9 characters. If the check is passed then value loads in Recipient's KPP. Otherwise it's an import error and an error message is displayed.	Wrong field format of "Recipient" (:59:) in KPP. KPP must have 9 characters or must be "0" Value: <value of the field>. Format: KPP4!n2!c3!n	
Subfield 3: Recipient's name and address	Recipient's name Field 19	4*35x	ZAO Company and friends	Yes	Loads into "Recipient's name". <ul style="list-style-type: none"> Characters are transliterated if field :20: begins with "+". If the setting "Ignore line break in Name of Payer" and "Name of Beneficiary" is checked. Name of 		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					<p>payer and Name of the Payer is present on several lines, then the lines are glued together (characters of line break and carriage return are removed).</p> <p>The logic to define a subfield:</p> <p>If the 1st line contains “/< less than or more than 20 of any characters (including numbers)>” and the next line doesn’t start with “INN” then this is Subfield 3. The line must be checked for correspondence to the format 4*35x.</p>		
					<p>Check that mandatory subfield 3 is sent..</p>	<p>Wrong format of the field "Recipient" (:59:). Recipient’s name cannot be recognized.</p> <p>Value: <value of subfield 59>.</p> <p>Format: [/20!n]</p> <p>[3!a12n[.3!a4!n2!c3!n]]</p> <p>4*35x</p>	
:70: Payment details	Payment purpose Field 26	4*35x	{V070060 } Salary transfer to non-residents for November 2014 according to	Yes	<p>Checking the presence of the field.</p> <p>If the field is missing then import error and error message is displayed.</p>	<p>Mandatory field "Payment details" (:70:) is missing.</p> <p>Field format: 4*35x.</p>	' (V070060) ' Salary transfer to non-residents for November 2014 according to payroll Statement No. 1 dated 01/11/14. VAT(18) – 0-00.
					<p>Checking the field format. If the field doesn’t match then import error and</p>	<p>Wrong field format of "Payment</p>	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
			payroll Statement No. 1 dated 01/11/14 . VAT(18) - 0-00.		error message is displayed.	details" (:70:). Value: <field value>. Field format: 4*35x.	
					<p>Characters are transliterated, if field :20: begins with "+".</p> <p>If the "Correct characters" setting is set, it is necessary to apply the rules specified in the "Rules for correcting characters" to the field.</p> <p>Check the value of the import setting "Fill name of payer from file".</p> <p>Loads into "Payment details".</p> <ul style="list-style-type: none"> • If the setting "Ignore line break in Payment details" then the lines are glued together (characters of line break and carriage return are removed). • The code of the currency operation type is not transliterated. Characters between curly brackets are loaded as they are. <p>The detailed exception to the rules of transliteration in the case of the use of curly brackets is presented in section "MT103 Transliteration Rules".</p>		
:72: Info from the payer to the		General format : 6*35x		Yes	Checking the presence of the field. If the field is missing then import error and error message is displayed.	Mandatory field "Info from the payer to the recipient" (:72:) is missing.	:72 : /RPP/347.140708.5. ELEK. 090324.05 /UIP/12345678901234567

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
recipient						Field format: 4*35x.	890 :72:/RPP/346.140708.5. BESP.090324.05 /NZP/18 NDS=2343-88 :72:/RPP/346.140708.5. .090324.05 /NZP/18 NDS=2343-88
					Checking the field format. If the field doesn't match then import error and error message is displayed.	Wrong field format of "Info from the payer to the recipient" (:72:). Value: <field value>. Field format: /RPP/6n.6!n.1!n.4! a[.6!n][.2!n] [/UIP/25x] [/NZP/30x 4*35x].	
Subfield 1: Details of payment document		General format: /RPP/6n.6 !n.1!n.4! a[.6!n][.2!n]		Yes			

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
Subfield 1.1: Number of payment document	Number Field 1	6n	346	Yes	Loads into "Document number"		
Subfield 1.2: Date of payment document	Date Field 2	.6!n Format : YYMMDD	.140708	Yes	Checking the field format. If it doesn't match then it's import error and error message is displayed. Loads into "Document date"	Wrong field format of "Info from the payer to the recipient" (:72:). Date doesn't match YYMMDD format. Value: <subfield value>.	
Subfield 1.3: Priority of payment document	Payment priority Field 22	.1!n	.5	Yes	Loads into "Payment priority"		
Subfield 1.4: Payment type	Payment type Field 3	.4!a	.ELEK	Yes	Checking the field format and set of valid values. If it doesn't match then its import error and error message is displayed.	Wrong field format of "Info from the payer to the recipient" (:72:) in Payment type. Value: <field value>. Field format: .4!a Valid values: ELEK, BESP, ASAP, <> (4 spaces) or empty subfield.	
					Loads into Code of payment type and payment type, if setting "Fill in payment type from imported file". <ul style="list-style-type: none"> For ELEK payment type is "electronically" and code is 1. For BESP payment type is "BESP" and code is 5. 		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					<ul style="list-style-type: none"> For ASAP payment type is "urgent" and code is 4. For empty field or 4 spaces code is 0. <p>If the "Fill payment type from import file" setting is not specified, leave the payment type blank.</p> <p>The payment code is filled in from the directory with the values corresponding to the set type of payment.</p>		
Subfield 1.5: Date of payment		[.6!n]	.090324	No	Doesn't load.		
Subfield 1.6: Type of operation		[.2!n]	.05	No	Doesn't load.		
Subfield 2: UPI	UPI Field 18	/UIP/25x	12345678 90 12345678 90	No	<p>If a subfield is specified, check that the value is 20 or 25 characters long or "0". If the check fails then an import error and error message is displayed.</p> <p>Loads into UPI.</p>	<p>Wrong field format of "Info from the payer to the recipient" (:72:) in UPI.</p> <p>Value: <subfield value>.</p> <p>Format: /UIP/25x</p> <p>Value can have 20 or 25 digits or can be "0".</p>	
Subfield 3: Code of income type	Purpose code Field -	/NPK/1n	1	No	If the field is specified, then check for compliance with the "Purpose codes" directory.	<p>Wrong field format of "Info from the payer to the recipient" (:72:).</p> <p>Value: <field value>.</p>	:72:/RPP/11.200519.5.E LEK.02

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
						Field format: /RPP/6n.6!n.1!n.4!a[.6!n][.2!n][DAS/ 6!n.6!n.6!n.6!n][UIP/25x][NP K/1!n][NZZ/30x4*35x]	/NPK/1 /NZZ/Accrued according to the labor contract.n13
Subfield 4: Payment purpose (Continuation of field 70)	Payment purpose Field 26	/NZZ/ 30x4*35x	18%NDS=2 343-88	No	<p>If the field is specified, then check that the total length of the field :70: and this field does not exceed 210 characters (if the document requires transliteration, then check for values after transliteration). If the check fails then import error and error message is displayed.</p> <p><i>According to SWIFT requirements, line feed and carriage feed (2 characters) are included in the calculation of the total number of characters.</i></p> <p>If "Correct characters" setting is specified, then the rules specified in the "Rules for correcting characters" field must be applied.</p> <p>It is added to the Payment purpose after the loaded value from :70:, taking into account:</p> <ol style="list-style-type: none"> "Ignore line break in the Payment purpose" setting; necessity and transliteration rules. <p>The /NZZ/ field can be spread over several lines. In this case, the end of field value is determined by the beginning of the following code word.</p>	<p>The total length of the "Payment details" (:70:) and "Info from the payer to the recipient" (:72:) fields in the /NZZ/ subfield part exceeds 210 characters, including transliteration.</p> <p>Value: <field value>.</p> <p>Note. Value from fields 70 and 72.3 is specified as <field value>.</p>	NDS is not charged
:77B:		General format :		Yes, if there	It is required to check the presence of the :26T: tag. If tag 77B is missing then import error and error message is	Obligatory field "Mandatory report" (:77B:) is missing. This field is mandatory if "Transaction type	:77B : /N10/ΠЦ/N4/987654

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
Mandatory reporting Subfield 2: UPI		3*35x Subfield format is a value between characters "N<subfield number>" up to "/N" or end of the line.		is :26T:	displayed.	code" (:26T:) is present.	32109876543210
					Checking the format of the 1st line: /N10/2c/N4/20!n. If the field doesn't match then import error and error message is displayed.	Wrong field format for "Mandatory report" (:77B:) in 1stline. Value: <field value>. Field format: /N10/2c{/N4/20!n or /N4/0}.	/N5/11250563000/N6/BF/N 7/MC.05.2013 /N8/123456/N9/01.01.2013
					Checking the format of the 2nd line:: 1. /N5/11n/N6/2!c{/N7/2!c.2!n.4!n}. 2. /N5/11n/N6/2!c{/N7/8x}. If the field doesn't match then import error and error message is displayed.	Wrong field format for "Mandatory report" (:77B:) in 2nd line. Value: <field value>. Field format: /N5/11n{/N6/2!c or /N6/0}{/N7/2!c.2!n.4!n или /N7/8x}.	
					Checking the format of the 2nd line:: 1. /N8/15x/{N9/2!n.2!n.4!n}. 2. /N8/15x/{N9/0}. If the field doesn't match then import error and error message is displayed. <i>If the sequence of characters /N is used in the value of subfield N8, this combination is regarded as the marker of the next subfield.</i>	Wrong field format for "Mandatory report" (:77B:) in 3rd line. Value: <field value>. Field format: /N8/15x/{N9/2!n.2!n.4!n or N9/0}.	
Subfield 4: Payment purpose (Continuation of field 70)				Yes			

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
Subfield 1: Corresponds to field 104 of the settlement of the Bank of Russia	104 BCC Field 29	/N4/20!n or 1!n (constant 0)	98765432 10 98765432 10	Yes	Loads in BCC (104)		
Subfield 2: Corresponds to field 105 of the settlement of the Bank of Russia	105 RNCMT Field 30	/N5/11n	11250563 000	Yes	Loads in RNCMT (105)		
Subfield 3: Corresponds to field 106 of the settlement of the Bank of Russia	106 Document base Field 31	/N6/2!c or 1!n (constant 0)	BF	Yes	Characters are transliterated, if field :20: begins with "+". After transliteration, search for the value in the Payment Reason Indicator directory. If the value is not found, an import error and an error message is displayed.	Wrong field format for "Mandatory report" (:77B:) in Payment reason. Code is not found in Payment Reason Indicator directory. Value: <subfield value>.	
					Loads in Document base (106)		
Subfield 4: Corresponds to field 107 of the settlement of the Bank of Russia	107 Tax period or Customs code Fields 28, 32, 33, 34	/N7/2!c.2 !n. 4!n or /N7/8!x or /N7/1!n (constant		Yes	Checking all possible format variants of field N7. If the check is not passed then import error and error message is displayed.	Wrong field format for "Mandatory report" (:77B:) in Tax Period. Wrong field format "Tax Period". Value: <subfield value>. Field format: value /N7/0, N7/8!x or /N7/2!c.2!n.4!n.	
					Characters are transliterated, if field :20:		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
		0)			<p>begins with "+".</p> <p>Loads in Tax Period (107).</p> <p>If the characters in this field correspond to the format 8x, they are interpreted as Code of customs authority. In this case the rules for filling:</p> <ul style="list-style-type: none"> • Save the value of the subfield (8x) in field 32a. • Fill the field 28 with the value corresponding to Code of the customs authority. • Leave other fields empty. <p>If value is "0" then it's interpreted as Tax period. In this case the rules for filling:</p> <ul style="list-style-type: none"> • Save the value of the subfield in field 32. • Fill the field 28 with the value corresponding to Tax Period. • Leave other fields empty. <p>If the characters in this field correspond to the format 2!c.2!n.4!n, they are interpreted as Tax period. In this case the rules for filling:</p> <ul style="list-style-type: none"> • If field :20: begins with "+", characters in 1st subfield (2!c) are transliterated. Save the value of the subfield in field 32. • 2nd subfield (2!n) is tax payment period (month, quarter, year). Save 		

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
					<p>the value of the subfield in field 33.</p> <ul style="list-style-type: none"> 3rd subfield (4!n) is the year of tax payment. 		
Subfield 5: Corresponds to field 108 of the settlement of the Bank of Russia	108 Document number Field 35	/N8/15x	123456	Yes	<p>Characters are transliterated, if field :20: begins with "+".</p> <p>Loads in Tax Period (108)</p>		
Subfield 6: Corresponds to field 109 of the settlement of the Bank of Russia	109 Document date Fields 36, 37, 38	<p>/N9/2!n.2!n.4!n</p> <p>Format : DD.MM.YY ГГ</p> <p>or</p> <p>/N9/1!n (constant 0)</p>	01.01.2013	Yes	<p>Characters are transliterated, if field :20: begins with "+".</p> <p>Loads in Document date (109)</p> <p>If field value is "0" then save into field 36.</p> <p>If it corresponds with date format 2!n.2!n.4!n then:</p> <ul style="list-style-type: none"> 1st subfield (2!c) is a day. Save the value into field 36. 2nd subfield (2!n) is a month. Save value into field 37. 3rd subfield (4!n) is an year. Save value into field 38. 		
Subfield 7: Corresponds to field 110 of the settlement	Payment code Field 39	<p>/N9/2!c</p> <p>or</p>	PC	No	<p>Characters are transliterated, if field :20: begins with "+".</p> <p>After transliteration, search for the value</p>	Wrong field format for "Mandatory report" (:77B:) in Payment code. Value wasn't found in a directory.	

MT103 field or subfield	Field of ruble payment order	Field format	Value	Mandatory	Import logic	Import error	Example
of the Bank of Russia		/N9/1!n (constant 0)			in the Payment code directory. If the value is not found, an import error and an error message is displayed. Loads in Indicator of Payment code (110)	Value: <subfield value>.	

Default rules for filling in the fields in Payment order

Field of ruble payment order	Field number on the layout	How to fill out
Operation type	None	Exists on the printed form only. Fills out with "01".
VAT calculation method	6	Fill with "0"
VAT %	7	Fill with "0"
VAT	8	Fill with "Manual input"
Notes	None	Do not fill out
Indicator of imported document	None	Fill with the value that corresponding to the fact that the document was imported
Import format	None	Fill with the value that corresponding to the fact that the document was imported from an MT103 file

MT103 Transliteration Rules

The need for reverse transliteration is determined by the value in the field :20::

- If the field contains the first character "+", then the text was transliterated into Latin when preparing the MT103 file and it is required to perform reverse transliteration when importing into Cyrillic.
- If the field does not contain the first character "+", then the text was not transliterated in Cyrillic when preparing the MT103 file and it is not required to perform transliteration during import.

Reverse transliteration rules are described in the Transliteration Table in the “Cyrillic text after reverse transliteration” column and apply to fields and subfields of message text block only.

Service symbols are transliterated without changing into corresponding service symbols.

These are not subject to reverse transliteration:

- Service part of the message: header, trailers, field numbers, field options and limiting field numbers colons, characters <Line Feed>,<Carriage Return>.
- Fields consisting of code words or other codes, in accordance with SWIFT standards.
- Fields with option A, identifying participants of settlements.
- Latin characters, enclosed in apostrophes. When transliteration from Latin into Cyrillic, apostrophes are removed.
- Code words enclosed between two slashes “/”.

Transliteration table, version RUR6

Original Cyrillic text	Latin text after transliteration	Cyrillic text after reverse transliteration	Notes
А	A	А	
Б	B	Б	
В	V	В	
Г	G	Г	
Д	D	Д	
Е	E	Е	
Ё	o	Ё	Lowercase Latin
Ж	J	Ж	
З	Z	З	
И	I	И	
Й	i	Й	Lowercase Latin
К	K	К	
Л	L	Л	
М	M	М	
Н	N	Н	
О	O	О	
П	P	П	
Р	R	Р	
С	S	С	
Т	T	Т	
У	U	У	
Ф	F	Ф	
Х	H	Х	
Ц	C	Ц	
Ч	c	Ч	Lowercase Latin
Ш	Q	Ш	
Щ	q	Щ	Lowercase Latin

Original Cyrillic text	Latin text after transliteration	Cyrillic text after reverse transliteration	Notes
Ъ	x	Ъ	Lowercase Latin
Ы	Y	Ы	
Ь	X	Ь	
Э	e	Э	Lowercase Latin
Ю	u	Ю	Lowercase Latin
Я	a	Я	Lowercase Latin
'	j	'	Lowercase Latin
'	j	'	Lowercase Latin
'	j	'	Lowercase Latin
'	j	'	Lowercase Latin
'	'	'	Apostrophe in transliterated text is a sign of a keyboard switch: RUS → ENG or ENG → RUS
0	0	0	
1	1	1	
2	2	2	
3	3	3	
4	4	4	
5	5	5	
6	6	6	
7	7	7	
8	8	8	
9	9	9	
(((
)))	
?	?	?	
+	+	+	

Original Cyrillic text	Latin text after transliteration	Cyrillic text after reverse transliteration	Notes
№	n	№	Lowercase Latin
#	n	№	Lowercase Latin
%	p	%	Lowercase Latin
&	d	&	Lowercase Latin
,	,	,	
/	/	/	
-	-	-	
.	.	.	
:	:	:	
Space	Space	Space	Space
!	b	!	Lowercase Latin
\$	s	\$	Lowercase Latin
;	v	;	Lowercase Latin
\	/	/	
	/	/	
_	z	_	Lowercase Latin
=	r	=	Lowercase Latin
<	((
>))	
[((
]))	
{	((See exceptions in notes
}))	
"	m	"	Lowercase Latin
“	m	”	Lowercase Latin
«	m	»	Lowercase Latin
»	m	”	Lowercase Latin
*	f	*	Lowercase Latin

Original Cyrillic text	Latin text after transliteration	Cyrillic text after reverse transliteration	Notes
@	f	*	Lowercase Latin
^	f	*	Lowercase Latin
~	f	*	Lowercase Latin

Comments

1. Apostrophe encountered in the original text must be transliterated by lowercase letter “j”. Apostrophe encountered in the transliterated text is the sign of a keyboard switch: RUS/ENG – ENG/RUS.
2. Curly brackets encountered in the original text must be transliterated to round brackets, which must not be converted by reverse transliteration. The exception is the use of curly brackets when indicating the type of currency transaction code in payment purpose.

In messages, MT103 applies only to field 70.

Based on clarifications of the Bank of Russia, symbols of curly brackets, which limit coded information of the currency transaction in the field “Payment purpose” of the Payment Order, must be replaced by round brackets via transliteration from Cyrillic to Latin in field 70 of SWIFT message.

In case of reverse transliteration, round brackets are replaced by curly brackets. The base is the combination of characters arranged as follows, appear from the first position of field 70 of SWIFT message:

apostrophe – round bracket – VO < Code> [PS] – round bracket – apostrophe

Optional subfield [PS<transaction passport number>] does not apply after 6 months from the date of approval of this document.

3. There is no reverse transliteration rule for “W” and “w” characters in the transliteration table, but the list of allowed SWIFT characters contains them. It is assumed that if MT103 file contains these characters in the fields and subfields of the text block, they will not be transliterated into Cyrillic.

Examples of Transliteration

Original text of SWIFT message from sender	Text after transliteration	Text on receiver's side after reverse transliteration
ЭТОТ ТЕКСТ ДОЛЖЕН КОРРЕКТНО ПЕРЕДАТЬСЯ ПО СЕТИ SWIFT В ДРУГОЙ БАНК	eTOT TEKST DOLJEN KORREKTNO PEREDATXSa PO SETI 'SWIFT' V DRUGOi BANK	ЭТОТ ТЕКСТ ДОЛЖЕН КОРРЕКТНО ПЕРЕДАТЬСЯ ПО СЕТИ SWIFT В ДРУГОЙ БАНК
Оплата за товар по счёту №123 от 12.01.2010, в т. ч. НДС (20%) 1800 руб.00 коп.	OPLATA ZA TOVAR PO ScoTU n123 OT 12.02.2010, V T. c. NDS (20p) 1800 RUB.00 KOP.	ОПЛАТА ЗА ТОВАР ПО СЧЁТУ №123 ОТ 12.01.2010, В Т. Ч. НДС (20%) 1800 РУБ.00 КОП.
{VO10040PS04060001/0 001/0000/1/0} Оплата по договору	'(VO10040PS04060001/0 001/0000/1/0)' OPLATA PO DOGOVORU	{VO10040PS04060001/0 001/0000/1/0} Оплата по договору