

Activities to be carried out by Bank Team

Prerequisites:

- Verify whether Latest WCS & CHT Loaded for the Business Date
- Ensure the state of the Specific Session(CTS/NON-CTS) from Session Monitor page on ECPIX .(i.e.) supposed to be Receiving Files
- Make sure that there should not be any ERROR in System Monitor page on ECPIX .If so, then need to retry the same.

Process:

- Once the Prerequisite’s has been done, Bank Team can start processing the files from Capture to CHI.
- Crosscheck whether file are moved from Total file state to Send Error. If not, then some file may be in Bundle Monitor

Outward Exchange Files												
Date	Session	Image Files Processed	Total Files	Awaiting Images	File Status Summary							Accepted
					Building	Built	Queued to Send	Sending/Resending	Send Error	Sent	Validation Error/Load Error	
Jan 28, 2014	1											
Jan 28, 2014	3											
Jan 28, 2014	12											
Jan 27, 2014	1											
Jan 27, 2014	3		105									105
Jan 27, 2014	11	722/722	722	202	5		11	25		12		467
Jan 25, 2014	2	1965/1965	1965									1965

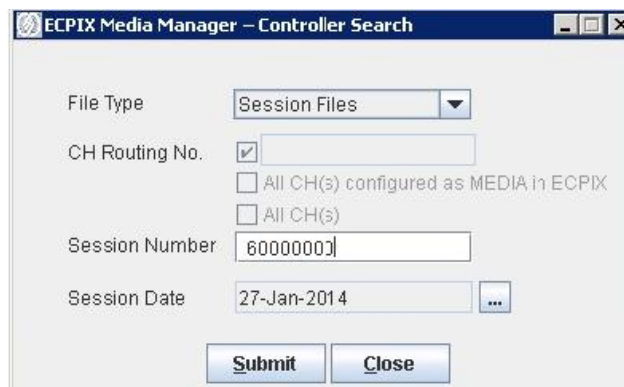
- Make sure that there should not be any files stagnating in Bundle Monitor for the Specific Session .If so , Close the bundle if enabled or wait for the Bundle Closing time

Steps to write files through media:

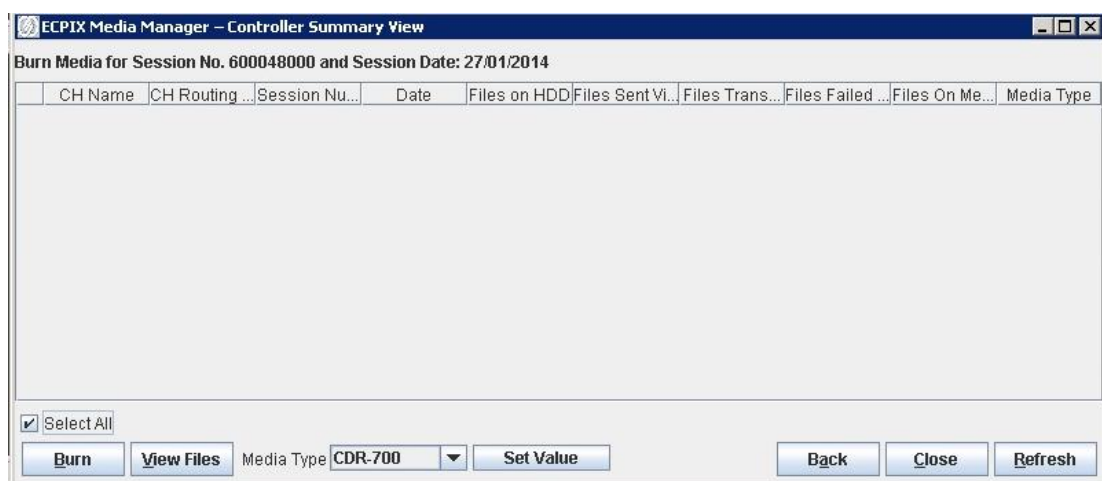
- Now , Goto -> Desktop -> Double Click on Ecpix Media Manager .Click Controller



- Another window will Appear, Select the file type as Session Files from the Drop down list and provide CHI Routing Number .Once done Click Submit button

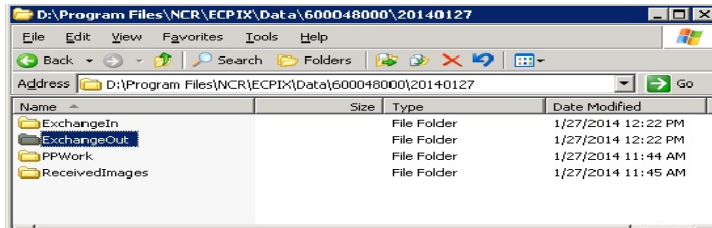


- After giving Submit , Check the select All Button at end of the Window and Give Burn



- ISO file will be created on C:\ location .Same can be written on Media using Roxio Creator available on CHI Server.

- Go to Transmission Status on ECPIX page of CHI. Click Transmission Status Offline
- Also need to take Backup of entire Exchange Out Folder available respective FTP ROOT drive. Zip them burn with ISO files which has taken with ECPIX Media manager



- After Burning the ISO files and Exchangeout.zip Folder, Crosscheck whether files(FDD) count are tallied with file count showing in Outward Exchange file page on ECPIX.

Activities to be carried out by NPCI Ops Team:

- Confirm with Bank Team whether the CHI transmission Status made Offline or not.

Activities to be carried out by NCR Support Team:

- After raising the Incident , need to move the files to CH which has been received through media