The AFP Global Service Codes provide transparency into the world of bank billing. The code set was created specifically for use with the TWIST BSB or camt.086 bank billing file format and only apply to commercial treasury services, most specifically cash management services. The latest version of the codes now includes codes for other products such as card, trade, and custody services for those banks that have the ability to include these charges within the camt.086 format. This document aims to help banks and corporate treasurers who are attempting to map their current services to the AFP Global Codes and provide some helpful tips.

Mapping is not always a black and white task. Banks employ different billing strategies to differentiate themselves in the market. Banks that maintain multiple billing systems across the globe can significantly benefit from mapping their services across all countries to identify possible billing inconsistencies. Treasurers use the codes to help them with reporting, performing RFP pricing templates, and the monthly review of their bank charges across different banks or across different regions. A software is generally required for quick analysis of service fees by AFP Service Code simply because most banks only have the ability today to provide the codes in the camt.086 or TWIST BSB format. A few do provide them, however, in CSV formatted bank bills so Microsoft Excel’s pivot table function can be used as well.

For a list of software providers, you can go to (insert link to CGI Vendor survey).

ASSIGNING THE CODES

The Global AFP Service Codes are an 8-digit code with the first three letters representing the product family. The codes are organized into product families similar to the way banks manage treasury services within their bank. Here is the list of the current Product Families within the codes:

|  |  |
| --- | --- |
| **Product Code** | **Product Descriptor** |
| ACT | GENERAL ACCOUNT SERVICES |
| BAL | BALANCE AND COMPENSATION FEES |
| CRD | CARD SERVICES |
| CRE | CREDIT SERVICES |
| CST | CUSTODY SERVICES |
| DEP | DEPOSITORY SERVICES |
| DSB | PAPER DISBURSEMENT SERVICES |
| EFT | ELECTRONIC FUNDS TRANSFER |
| INF | INFORMATION SERVICES |
| INV | AUTOMATIC INVESTMENT (SWEEP) SERVICES |
| LBX | LOCKBOX SERVICES |
| RCN | PAPER DISBURSEMENT RECONCILIATION SERVICES |
| TRD | TRADE SERVICES |

The 5 numeric digits after the product families within the code structure are used to further group and identify service details. Assigning a code is as simple as choosing the code with the definition that best meets the service you are mapping. If more than one code could apply (there are separate codes for automated and manual but your bank does not differentiate, for example), choose the nearest header of the codes that would make the code possibilities true. Here is an example:

A bank service for an automated outgoing national wire would be coded as EFT14000 due to all below groupings being true:

Product: EFT [Electronic Funds Transfer]

Grouping Level I: 1 [Outgoing]

Grouping Level II: 4 [RTGS]

Detail Level I: 0 [Electronic]

Detail Level II: 00 [National]

A bank service for a manual outgoing international wire with foreign exchange services included would be coded as EFT14103.

Product: EFT [Electronic Funds Transfer]

Grouping Level I: 1 [Outgoing]

Grouping Level II: 4 [RTGS]

Detail Level I: 1 [Manual]

Detail Level II: 03 [International with FX]

A bank service that is an outgoing wire where the bank does not charge differently or distinguish between national or international or even if initiation is automated/electronic or manual the assigned code would be EFT14. There are no further details that are true or that can be applied to this **bundled** service.

Product: EFT [Electronic Funds Transfer]

Grouping Level I: 1 [Outgoing]

Grouping Level II: 4 [RTGS]

DUPLICATION OF CODES

The AFP Codes represent different services and not every possible unit of measure or location.

LOCATION

If a bank has a different internal charge code per country/region for performing a service, there will not be a separate AFP Code per country. The same AFP Code should be used for each location. This is why banks should always view the AFP Global Code + Bank Internal Code combination as the proper unique identifier within a billing system.

UNIT OF MEASURE

As banks will divide charges any number of ways, the same logic applies to differences in unit measure. The codes do differentiate between maintenance fees, one-time setup fees, and transaction based charges all related to the same service. More detailed units of measure (per record, keystroke, dollar, note, day, event, etc.) should be mapped to the closest code that makes sense. A service should not be considered ‘undefined’ simply due to a difference in unit of measure (undefined services will be discussed later in this document.) Use the code with the next-most relevant unit to complete your mapping. For example, use the ‘per-item’ transaction code even if your bank charges ‘per record’.

HANDLING EXCEPTIONS

There will always be services created by a bank that are for a specific customer or are truly outside the industry standard. The number 9 is to be used to identify these services. The basic logic behind mapping an undefined service is as simple as this. Identify the code that is MOST LIKE the service you are trying to map. Identify the group header that includes that service and add a 9 to the end of the header. A good example of this would be a non-recurring or event charge for general transmission contingency services.

The existing transmission service codes do not specify contingency planning services so to map it to the general maintenance, file delivery, implementation, or custom programming codes would be untrue. In the example below, the bank has chosen the header that is true for transmission services and added a 9.

Product: ACT [General Account Service]

Grouping Level I: 6 [Transmission]

Grouping Level II: 0 [General Transmission Services] covers multiple AFP products

Final Mapping: ACT60**9** General Transmission Services **Undefined**

Following these guidelines and using the closest headers to each service will allow you to run analytics and reports on bank fees that make sense. The use of 9’s also helps identify what codes should be reviewed for the next AFP Service Code update.

If you would like to participate in the next AFP Global Service Code update, contact Tom Hunt at [thunt@afponline.org](mailto:thunt@afponline.org), 301-961-8676.

Still have questions about your mapping or want information on how you can become an AFP Accredited Service Code provider. Contact Tom Hunt at [thunt@afponline.org](mailto:thunt@afponline.org), 301-961-8676.