



IT RISK, SECURITY & QUALITY MANAGEMENT

FUNCTIONAL REQUIREMENTS SIGNOFF

To,
The Head

Card Application Section
Information Systems Division

Date : 02 June 2010
Project Description : Amex Portal Enhancement – Level 2 Data
Specification Version : Addendum URS - Final 1.1

We hereby AGREE with the requirements, screens and report design as attached.

(If DISAGREE, please indicate below the screens or reports that require further modifications)

We understand that based on this signoff, Information Systems Division / Vendor will design the system as per the agreed requirements. Any future changes to this agreed requirements will be treated as enhancements unless approved by the Project Manager / Product Owner and has to be requested via the 'Functional Requirements Change Request' form.

Please specify list of impacted interface systems, if any.



IT RISK, SECURITY & QUALITY MANAGEMENT

(1) Product Owner / Project Manager

Name : **Marlin Bt Ahmad Nordin**
Dept : Cards Operations

(2) End User

Name : **Noraini Bt Mohamad**
Dept : Cards Operations

(3) End User

Name : **Joyce Lim Swee T'Ng**
Dept : Amex Commercial Cards

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Name : **Yee Pok Meng**
Dept : Amex Commercial Cards

(5) End User

Name : **Chandrika K. Balakrishnan**
Dept : Amex Consumer Cards

(6) End User

Name : **Joanna Tan Hor Wai**
Dept : Amex Consumer Cards

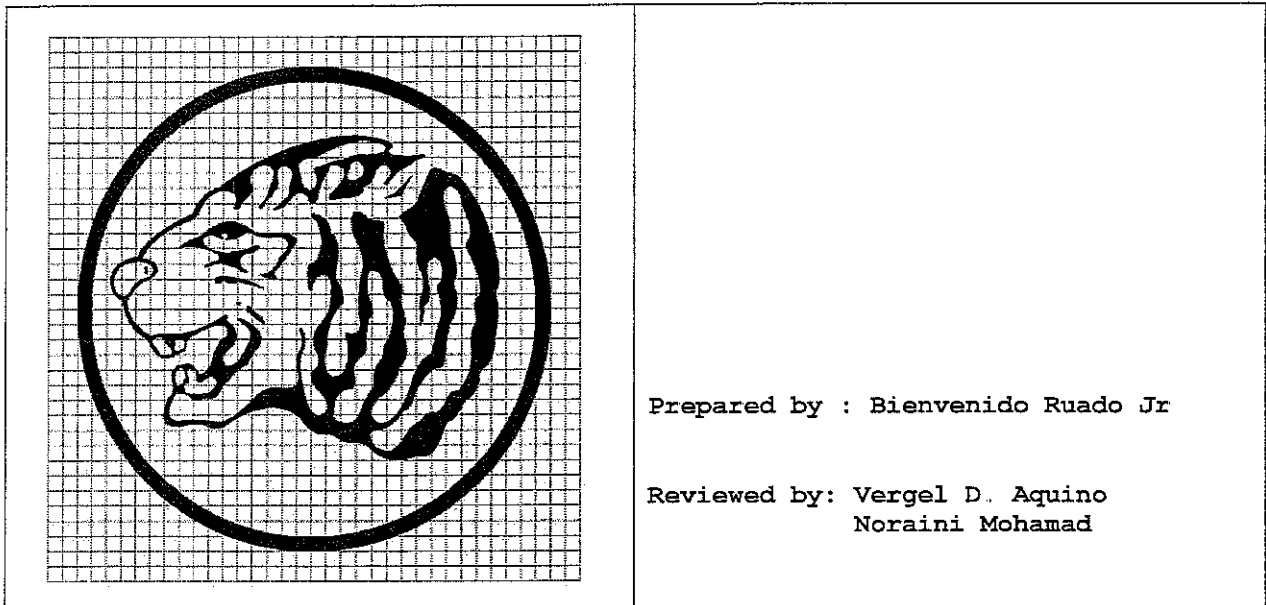
ACCI Project

User Requirement Specifications

Addendum for Consumer, Corporate and Corporate Virtual Card Amex Website - Online

02 June 2010

Final
Version 1.1



DOCUMENT CONTROL

Version	Date	Done by	Changes	Remarks
1.0	27/05/10	BRJ	Inclusion of Level 2 data, Foreign amount, MR points viewing, Company Name	
1.1	02/06/10	BRJ	Inclusion of Company Name and Supplementary transactions history	

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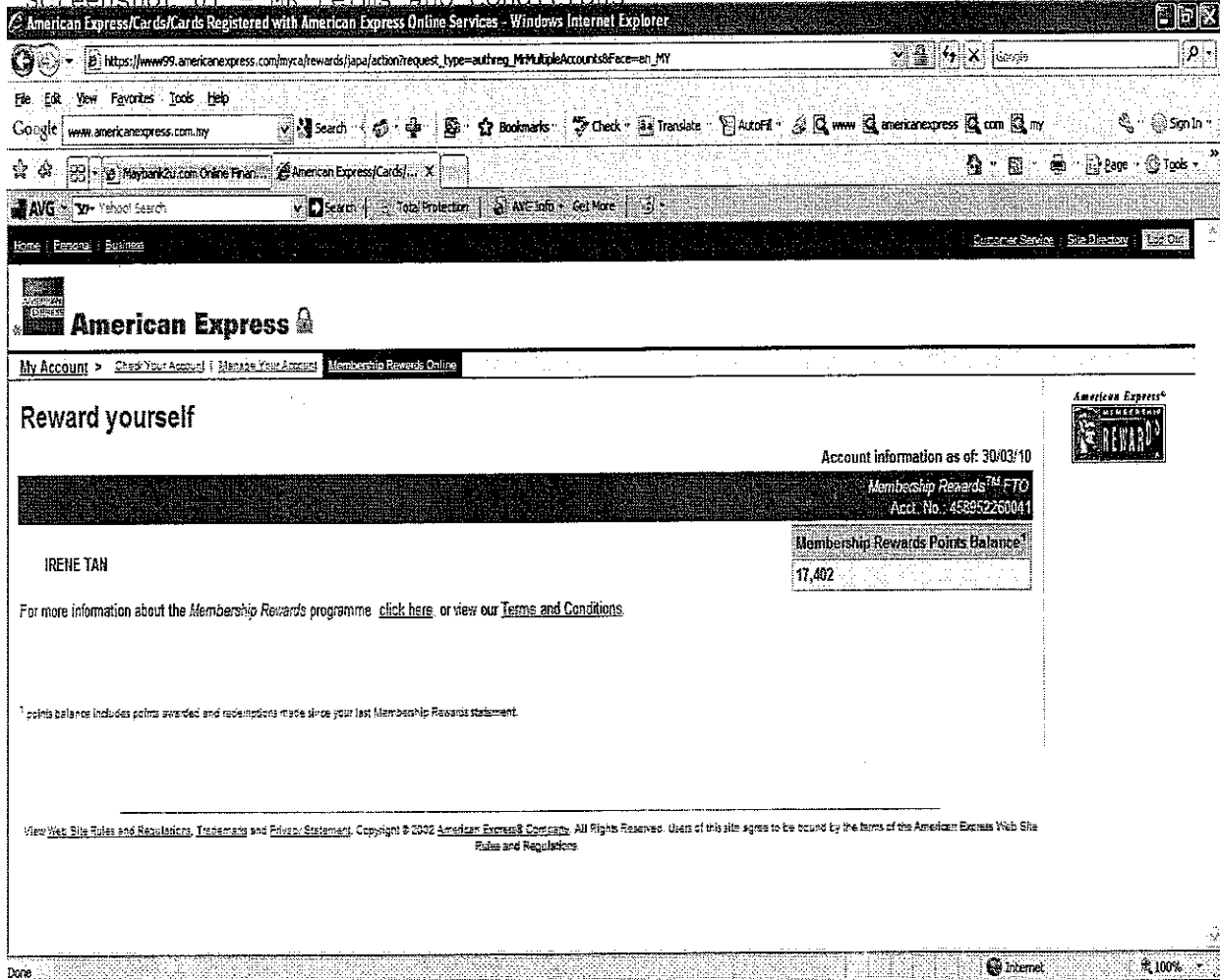
 4.1 Recent Charges----- 11

 4.2 Current Billed----- 13

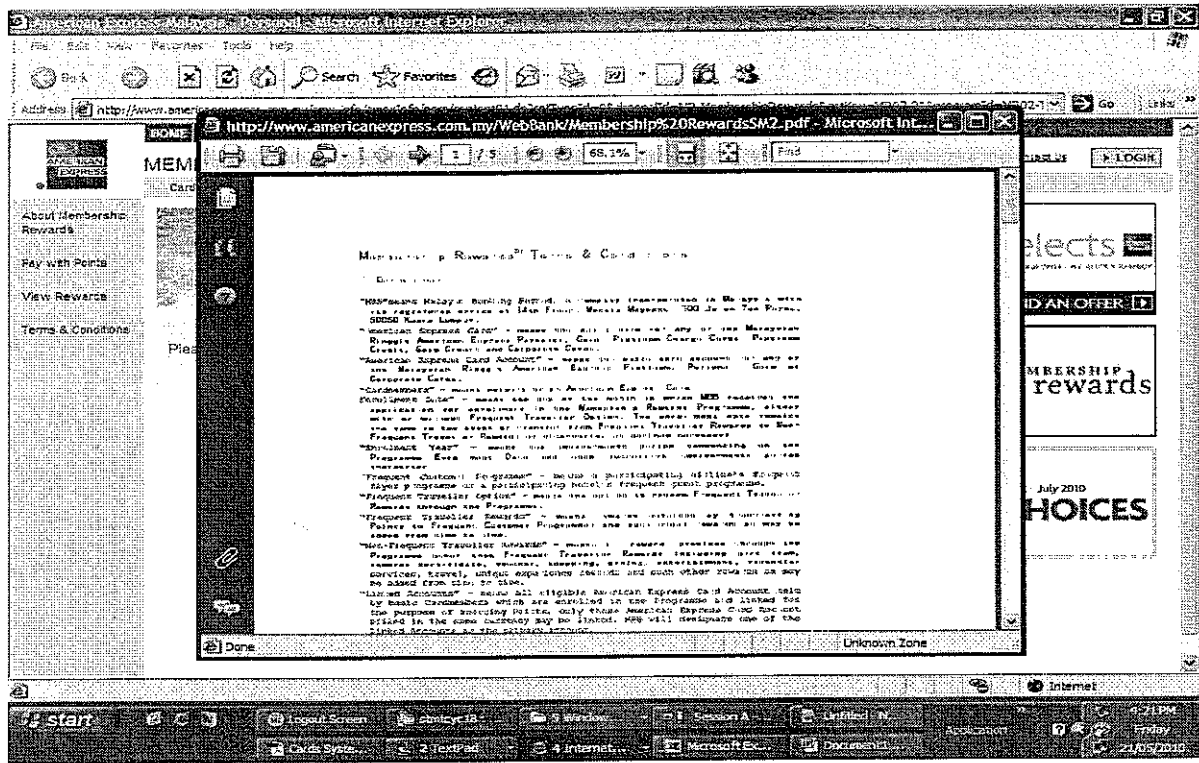
2.3 Membership Rewards Terms & Conditions

- ✓ Systems to prompt and display Membership Rewards terms and conditions contents if the customers click on " Terms and Conditions " the page will launches without having to click twice to get to the web page.

Screenshot 01 - MR terms and conditions

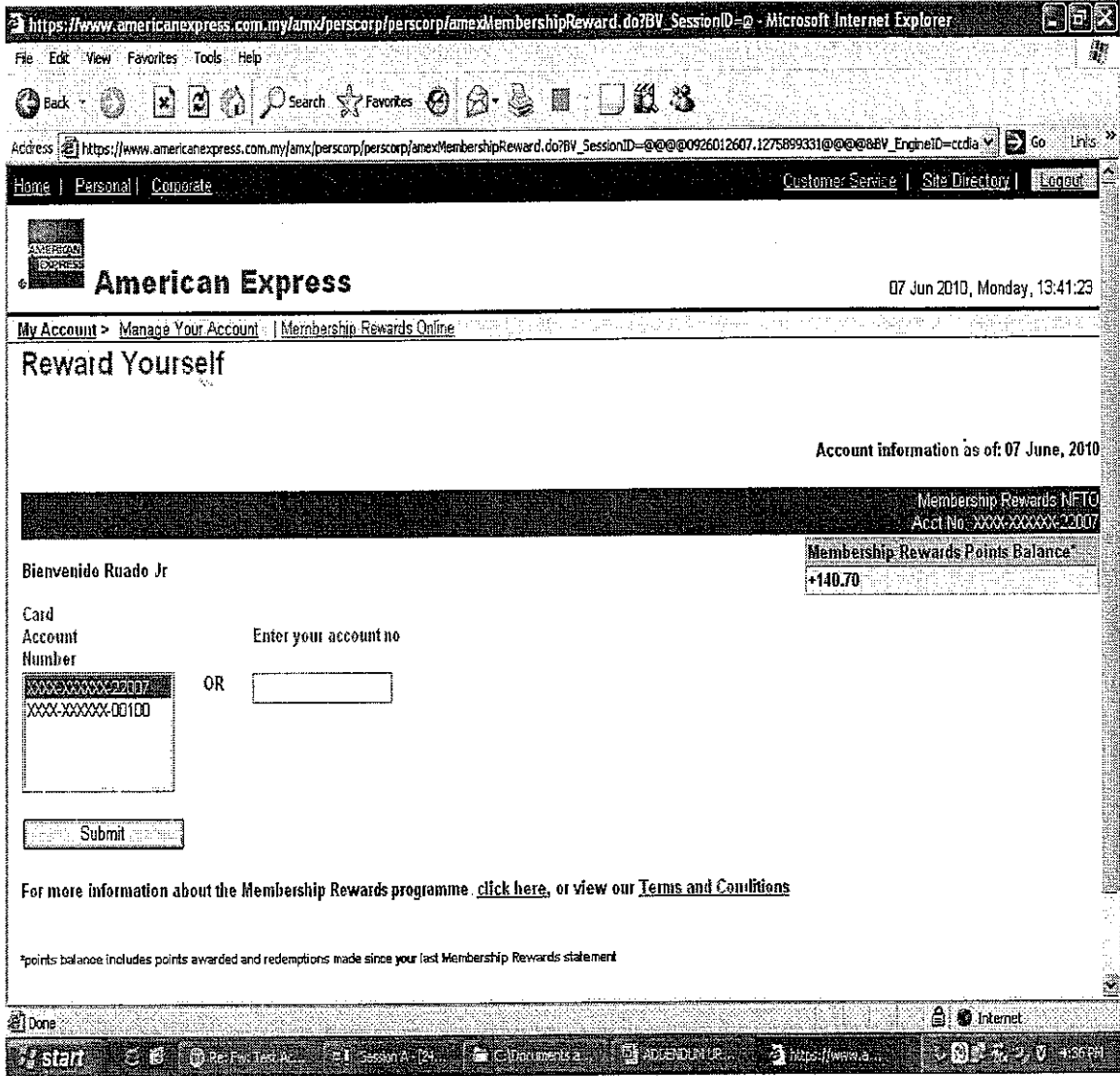


Screenshot 02 - MR terms and conditions



2.4 Membership Rewards Points

- ✓ To rename the Membership Rewards Online to View Membership Rewards Points



2.5 Removal of Colour coding and Zeroes

- ✓ To remove color coding of transactions history lines on the statement display at recent charges, current billed and other periods pages. Currently, the screens shows green, pink colors and it would be changed to plain white as to text color it would be remained as black.
- ✓ To change the debit and credit field value into spaces. If there is no transaction then the field values under debit and credit column must be spaces or blank.

Home | Personal | Corporate | Customer Service | Site Directory | Logout

American Express 21 May 2010, Friday, 16:08:23

My Account > Check Your Account | Manage Your Account | Membership Rewards Online

Card Account Summary and Details This is not a billing statement

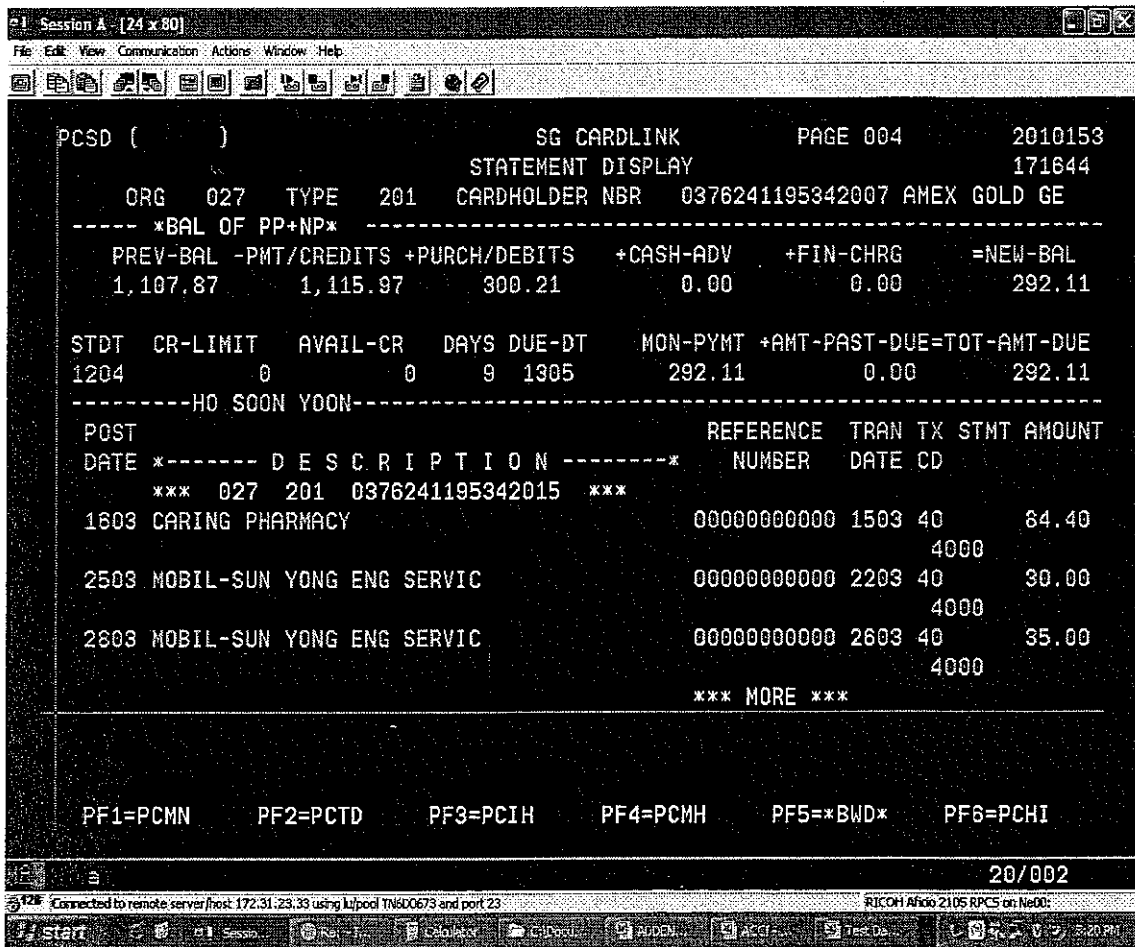
Prepared for:	Billing Period:	Account Number:	
D THEIVAMANI	16 Sep. 2009	XXXX-XXXX-31007	
Member Since: 0807			
Balance Summary			
Previous Card Balance RM	Card Payment Credits RM	New Card Charges RM	
50,855.97	0.00	59,185.97	
Card Transactions for D THEIVAMANI			
Acct. #	Debit	Credit	Foreign
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002551	61.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002552	61.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002551	37.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002551	37.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002551	37.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002551	37.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002552	30.00	0.00	
20090815 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 1000000147925801002551	30.00	0.00	
Sub Total for D THEIVAMANI		330.00	0.00

2.6 Company Name Corporate cards

- ✓ To add the company name. The company name field must be inserted at the bottom of NAME ON CARD. On the registration of corporate accounts upon keyed-in the Corp ID (CID) the company will auto populate and it display in all statement pages such as Recent charges, Current billed and Other periods.

2.7 Inclusion of Supplementary transaction history

- 2.7.1 To include supplementary transaction history at Amex portal statement pages such as recent charges, current billed and other periods.



2.7.2 To view supplementary Cardnumber Amex portal has to add button at the lower right portion of Principal cardholder's statement pages VIEW SUPPLEMENTARY CARDS and linked to SELECT SUPPLEMENTARY CARDS this button is a dropdown box that contained the list of all supplementary cards. Supplementary cards with status 8, 7 and 5 need not to be listed in the dropdown box.

https://www.americanexpress.com/my/amx/perscorp/perscorp/amexAccountMain.do?BV_SessionID=@@@@16 - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Home Search Favorites

Address: https://www.americanexpress.com/my/amx/perscorp/perscorp/amexAccountMain.do?BV_SessionID=@@@@1627594568.1275905202@@@&BV_EngineID=cccecadefmx

Home Personal Corporate Customer Service Site Directory Logout

American Express 07 Jun 2010, Monday, 17:55:43

My Account > Check Your Account | Manage Your Account | Membership Rewards Online

Change E-mail Address
Change Password
Add a Card Account
Remove a Card Account

Card Account Summary and Details

This is not a billing statement

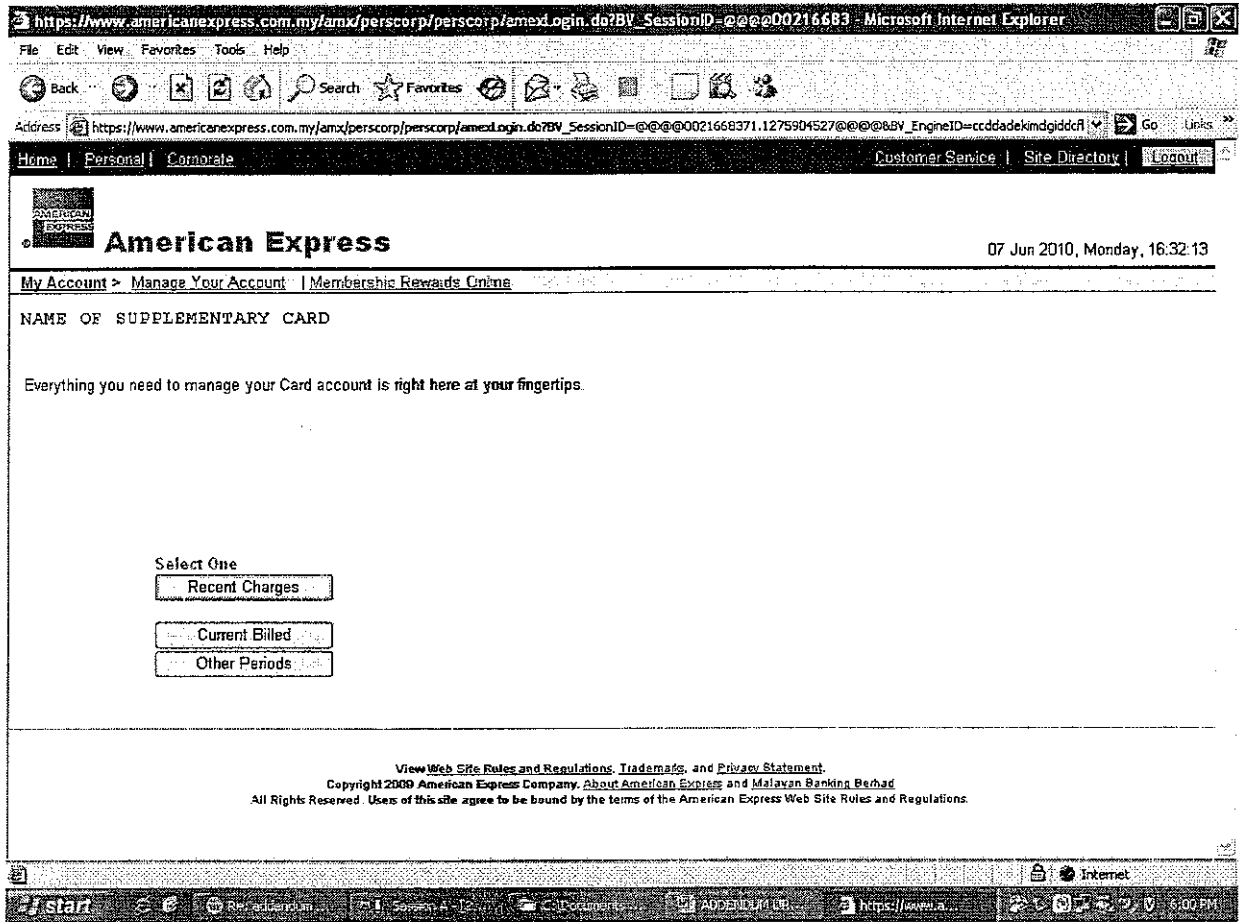
Prepared for: **Bienvenido Ruado Jr** Account Number: **XXXX-XXXXXX-22007**
Member Since : 0409

Balance Summary		
Previous Card	Card Payment	New Card
Balance RM	Credits RM	Charges RM
2,311.75	2,311.75	1,936.00

Card Transactions for Bienvenido Ruado Jr			
Acct. #	Debit	Credit	Foreign
20100530 INFINITE CITY MOBILE SDN KUALA LUMPUR MY 10000000147015048788001	1,236.00	0.00	
20100530 INFINITE CITY MOBILE SDN KUALA LUMPUR MY 10000000147015048788001	630.00	0.00	
20100530 INFINITE CITY MOBILE SDN KUALA LUMPUR MY 10000000147015048788002	70.00	0.00	
20100528 PYMT@MAYBANK2U.COM	0.00	2,311.75	
Sub Total for Bienvenido Ruado Jr		1,936.00	2,311.75

View Supplementary Cards

2.7.3 To view supplementary transactions history click on the cardnumber as listed from this button SELECT SUPPLEMENTARY CARDS by clicking on it the statement options will display such as RECENT CHARGES, CURRENT BILLED and OTHER PERIODS. Refer to the screenshot below.



2.7.4 To view supplementary transactions history select the following statement pages (see screenshot 2.7.3) recent charges, Current billed and other periods. Refer to the screenshot below

American Express 07 Jun 2010, Monday, 17:55:43

My Account > Check Your Account | Manage Your Account | Membership Rewards Online

Supplementary Card Account Summary and Details

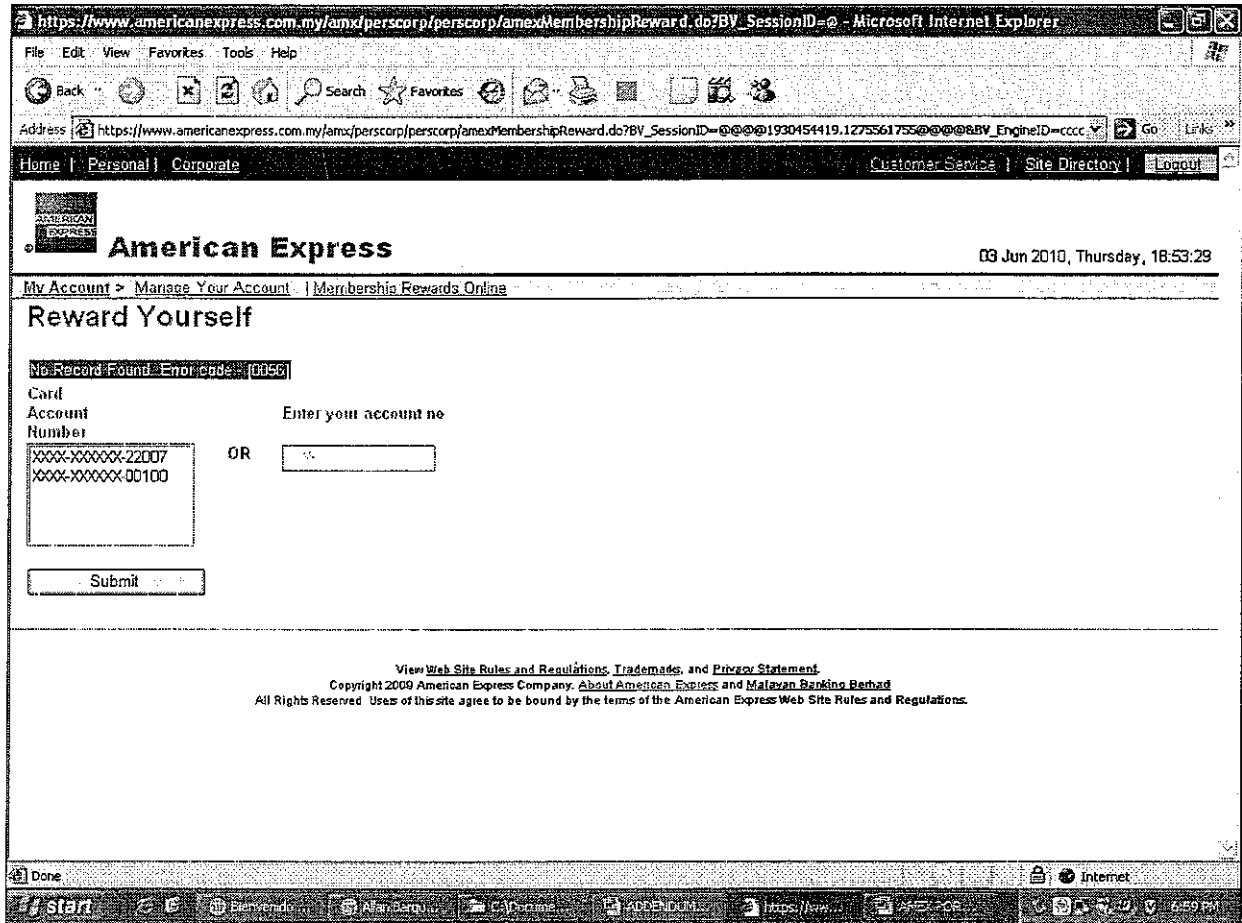
This is not a billing statement

Prepared for: **name of supplementary card holder** Account Number: **XXXX-XXXXXX-22007**
Member Since : 0409

Card Transactions for	Name of Supplementary Card	Debit	Credit	Foreign
20100530	INFINITE CITY MOBILE SDN KUALA LUMPUR MY 100000014701504878001	1,236.00	0.00	
20100530	INFINITE CITY MOBILE SDN KUALA LUMPUR MY 1000000147015048788001	630.00	0.00	
20100530	INFINITE CITY MOBILE SDN KUALA LUMPUR MY 100000014701504878002	70.00	0.00	
20100528	PYMT@MAYBANK2U.COM	0.00	2,311.75	
Sub Total for Bienvenido Ruado Jr		1,996.00	2,311.75	

2.8 Response code and messages

- To change messages when searching or enquiry from recent charges, current billed other periods and MR points. If there is no data found from host the return code must be No Record Found: Return Code: [XXXX]



3.0 Statement Cycle/ Date Inquiry

AMEX PORTAL to EAI (Request)

TxnCode AMXCQZZZ (CCLS)

</MsgBody>				
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EAI to AMEX PORTAL (Response)

	Field	Data Type	Cardlink Screen	Remarks	Reference
	<MsgBody>				
1.	<StatementDate>	X(08)	PCSD - STATEMENT DATES	See appendix 4	60.11
	</ MsgBody>				

4.0 Transaction Inquiry

4.1 Recent Charges

AMEX PORTAL to EAI (Request)

TxnCode AMXRCZZZ (CCLT/ CCLS/ CCPS)

	Field	Data Type	Cardlink Screen	Remarks	Reference
	<MsgBody>				
1.	<Cardholder Number>	X(19)		Primary account number	2
2.	<TransactionCode>	X(04)		'CCLT' - Cycle To-date transactions	48.1
3.	<RetrievalReference>	X(08)		Next record key	44.2a
	</MsgBody>				

EAI to AMEX PORTAL (Response)

	Field	Data Type	Cardlink Screen	Remarks	Reference
	<MsgBody>				
4.	<LastCardBalance>	X(11)	PCIQ-STMT BALANCE	Previous card balance	60.1.5
5.	<LastCardBalance> indicator				
6.	<CurrentBalance>	X(11)	PCIQ-CUR BAL	New Card Charges	60.1.3
7.	<CurrentBalance> indicator				
8.	<PaymentAmount>	X(11)	PCIQ-PAYMENTS	Card Payments/ Credits	
9.	<PaymentAmount> indicator				
10.	<TotalTransAmount>	X(11)	PCTD - TOTAL TRX AMT	Not display	60.2.4
11.	<TotalTransAmount> indicator				
12.	<NoOfRecord>	X(03)	-	Number of	61.1

				occurrence	
13.	<RetrievalReference>	X(08)	-	Next record key	44.2a
Repeating Structure					
<Record>					
14.	<PostingDate>	X(08)	PCTD - POST DATE	Not display.. YYYYMMDD	61.2.1
15.	<TransDate>	X(08)	PCTD -TRAN DATE	Transaction date YYYYMMDD	61.2.2
16.	<TransAmount>	X(12)	PCTD - TRAN AMOUNT	Transaction Amount	61.2.4
17.	<TransAmount indicator				
18.	<TransDescription>	X(40)	PCTD - DESCRIPTION	Transaction Description	61.2.3
19.	<TransReference>	X(23)	PCTD - LINE 3 OF THE TRANSACTION DETAIL	<ul style="list-style-type: none"> ▪ Reference No ▪ Applicable to corporate cards only 	61.2.6
20.	<TransCode>	X(02)	PCTD - TRAN CODE	DR/ CR Indicator	61.2.7
21.	<Level 2 data>	X(72)	PCTD 3 rd TRANSACTION LINE (see appendix 1)	Field Description (see appendix 3)	

4.2 Current Billed

AMEX PORTAL to EAI (Request)

TxnCode AMXRCZZZ (CCLT/ CCLS/ CCPS)

	Field	Data Type	Cardlink Screen	Remarks	Reference
	<MsgBody>				
1.	<Cardholder Number>	X(19)		Primary account number	2
2.	<TransactionCode>	X(04)		'CCLS' - Last statement	48.1
3.	<RetrievalReference>	X(08)		Next record key	44.2a
4.	<StatementDate>				
	</MsgBody>				

EAI to AMEX PORTAL (Response)

	Field	Data Type	Cardlink Screen	Remarks	Reference
	<MsgBody>				
22.	<StatementDate>		PCSD STATEMENT DATE		
23.	<LastCardBalance>	X(11)	PCSD - PREV BAL	Previous card balance	60.1.5
24.	<LastCardBalance indicator				

25.	<CurrentBalance>	X(11)	PCSD - CASH ADV + PCSD - + PURCH/DEBITS	New Card Charges	60.1.3
26.	<CurrentBalance> indicator				
27.	<PaymentAmount>	X(11)	PCSD - PMT/CREDITS	Card Payments/ Credits	60.2.6
28.	<PaymentAmount> indicator				
29.	<NoOfRecord>	X(03)		Number of occurrence	61.1
30.	<RetrievalReference>	X(08)			44.2a
Repeating Structure					
<Record>					
31.	<PostingDate>	X(08)	PCSD - POST DATE	Not display. YYYYMMDD	61.2.1
32.	<TransDate>	X(08)	PCSD -TRAN DATE	Transaction date YYYYMMDD	61.2.2
33.	<TransAmount>	X(12)	PCSD-STMT AMOUNT	Transaction Amount	61.2.4
34.	<TransAmount> indicator				
35.	<TransDescription>	X(40)	PCSD- DESCRIPTION	Transaction Description	61.2.3
36.	<TransReference>	X(23)	PCSD - REFERENCE NO	<ul style="list-style-type: none"> ▪ Reference No ▪ Applicable to corporate cards only 	61.2.6
37.	<TransCode>	X(02)	PCSD- TX CODE	DR/ CR indicator	61.2.7
38.	<Level 2 data>	X(72)	PCSD 3 rd TRANSACTION LINE (see appendix 2)	Field Description (see appendix 3)	


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PCSD ( ) SG CARDLINK PAGE 001 2010141
STATEMENT DISPLAY 113429
ORG 027 TYPE 401 CARDHOLDER NBR 0376280590431007 AMEX CORP GR
-----*STMT NOT PRINTED-----
PREV-BAL -PMT/CREDITS +PURCH/DEBITS +CASH-ADV +FIN-CHRG =NEW-BAL
58,855.97 0.00 330.00 0.00 0.00 59,185.97

STDT CR-LIMIT AVAIL-CR DAYS DUE-DT MON-PYMT +AMT-PAST-DUE=TOT-AMT-DUE
1609 0 0 1 0000 0.00 0.00 0.00
-----D THEIVAMANI-----
C POST REFERENCE TRAN TX STMT AMOUNT
R DATE *----- D E S C R I P T I O N -----* NUMBER DATE CD R/A
1509 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 25801002761 2708 40 30.00
10000000147925801002761
MEENAKSHI/BOJANMDM 4000
1509 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 25801002762 2708 40 30.00
10000000147925801002762
RAVICHANDRAN/MUTHUSA 4000
1509 MAYFLOWER AMERICAN EXPRESKUALA LUMPUR MY 25801002689 2708 40 37.00
10000000147925801002689
ROSNAH/MOHDZAINPRGFD 4000
*** MORE ***

PF1=PCMN PF2=PCTD PF3=PCIH PF4=PCMH PF5=*BWD* PF6=PCHI
01/009

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PCSD ( ) SG CARDLINK PAGE 001 2002154
STATEMENT DISPLAY 142824
ORG 140 TYPE 150 CARDHOLDER NBR 3762300015000000 XXXXXXXXXXXXX
-----*STMT NOT PRINTED-----
PREV-BAL -PMT/CREDITS +PURCH/DEBITS +CASH-ADV +FIN-CHRG =NEW-BAL
3.00 0.00 3,578.00 0.00 0.01 3,581.01

STDT CR-LIMIT AVAIL-CR DAYS DUE-DT MON-PYMT +AMT-PAST-DUE=TOT-AMT-DUE
0805 1000,000 996,347 6 0206 358.10 1.00 359.10
-----COLIN LEONG SOON KAI-----
C POST REFERENCE TRAN TX STMT AMOUNT
R DATE *----- D E S C R I P T I O N -----* NUMBER DATE CD R/A
C 0805 RESTAURANT 1 SINGAPORE SG 12888895004 0805 40 24.00
05 85550011125140888950041
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
0805 HERTZ CAR RENTAL SINGAPORE 12888893004 0805 40 24.00
05 85550011125140888930043
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
0805 RETAIL MERCHANT SINGAPORE SG 12888891003 0805 40 30.00
02 85550011125140888910037
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
*** MORE ***

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APPENDIX - 3

Level 2 data field descriptions (sample only)

<p>3RD LINE [72C]</p> <p>TRANSACTION</p>	<p>New line to display addendum information for Amex Charge Card transaction. Information displayed as per industry format.</p> <p><u>Insurance :-</u> Policy number - X(15) Policy type - X(20) Period - X(13) in 'DDMMYY-DDMMYY' Frequency - X(10) 4DTC - 9(4) Source ID - X(3)</p> <p><u>Air Ticket :-</u> Ticket number - 9(15) Routing information - X(20) in 'ER XXX TO XXX TO XXX' Class - X(5) in 'CLS X' Passenger - X(25) 4DTC - 9(4) Source ID - X(3)</p> <p><u>Restaurant :-</u> Bill number - 9(10) Cashier id - 9(8) Time - X(5) in 'HH:MM' Tips - 9(5) v99 4DTC - 9(4) Source ID - X(3)</p> <p><u>Auto Billing :-</u> Bill number - X(20) 4DTC - 9(4) Source ID - X(3)</p> <p><u>Service Charge :-</u> Bill number - X(20) Cashier id - 9(8) Times - X(5) in 'HH:MM' 4DTC - 9(4) Source ID - X(3)</p>
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APPENDIX - 4

