

- The Monthly limit is the total value that can be processed in a calendar month
- The Load limit is the total value that can be submitted for a single instalment in a payment frequency.
- All monthly and load limits are determined by the Altech NuPay Vetting Committee.
- If the monthly limit has been reached, transactions will load as "Inactive". The limit can be increased by submitting a request to his consultant and once the limit has been increased, the user needs to activate (before cut – off) the transactions in order for them to process.

Cut – off for uploading of transactions are as follows :

- 2 Day Debit :-2 Days before action date (end of day) including load date Eg) Load on 17/09/2013 for submit date 20/09/2013
- SSV :- 1 Day before action date (end of day) including load date Eg) Load on 18/09/2013 for submit date 20/09/2013

Cut – off for maintenance on transactions are as follows :

- 2 Day Debit :- 3 Days before action date by end of day.
- SSV :- 2 Days before action by end of day.

All transactions are marked as successful on day of presentment. If the transaction failed or was disputed, the response will be updated on the website. It can take up to 10 days from submit date to receive these mentioned responses.

Please see the specific report type for the admin download descriptions:

Report Type	Report Type Description
1	Future
2	Inprogress
3	Success
5	Cancelled
7	Inactive

Date Adjustment Rule:

A date adjustment rule of either 'weekend -1' OR 'weekend + 1' are available.

The functionality that this brings is, if a submit date falls on a weekend day, the transaction instalment will move to either the Friday (wkend -1) or the Monday after the weekend (wkend + 1)

Frequency Descriptions:

- Once Off – this is a payment that will only occur once on submit date selected
- Weekly – this payment will occur every week from the submit date selected
- Forth Nightly – this payment will occur every 2nd week from the submit date selected
- Monthly - this payment will occur every month from the submit date selected
- First Working Day – this payment will occur every 1st working day of a month from the submit date selected
- Last Working Day – this payment will occur every last working day of the month from the submit date selected

Process Flow of a transaction upload to response on reporting on website.

Transaction is loaded via
the Altech NuPay website

Transactions get extracted
and sent to the Bank to
process.

Remember all transactions
are assumed successful
until / unless a failed
response received. This is
updated on the website.

A failed or dispute
response will be sent via
the Bank if there is and
reporting will be updated
on Altech NuPay website.