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12	Abstract
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14	This document contains the business rules for engaging in toll transaction interoperability, as
15	established by <mark>(Governance)</mark> and the Agreement for Nationwide Electronic Toll Collection
16	Interoperability.
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18	These business rules may be revised from time to time by <mark>(Governance).</mark> Interoperability was
19	developed for the sole purpose of coordinating the exchange of toll transactions of multiple
20	organizations that utilize, operate, and manage toll facilities. This document describes what is
21	required of a participating Agency in order to enable and maintain sound business relationships.
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23	Should a question regarding Interoperability operations arise, the Agreement for Nationwide
24	Electronic Toll Collection Intergoarchility shall control, with these intergoarchile business rules

- 24 Electronic Toll Collection Interoperability shall control, with these interoperable business rules
- 25 secondary to that agreement.

1 1 Introduction

2 **1.1 Purpose**

- 3 The purpose of this document is to describe and record all business rules for interoperability
- 4 relationships.5
- 6 Each party has responsibility to implement each business rule as stated herein.
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- 8 The business rules have been agreed to by each party.

9 **1.2 Definitions, Acronyms, Abbreviations**

- 10 The intent of this section is to list terms and acronyms used in this document, for easy reference.
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Table 1: Definitions, Acronyms, and Abbreviations

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Term	Description
Account	An NIOP account established by a Customer for which an NIOP tag has been
	issued for the payment of tolls.
Agency	An Agency, company, or other entity that is a party to the Agreement for
_	Nationwide Interoperability Agency.
Agreement for	The Agreement for toll collection Interoperability that allows for exchange
Nationwide	and settlement of tolling transactions.
Interoperability	
Customer	A party that establishes an NIOP Account with an Agency.
Away Agency	An NIOP Interoperable Agency that is not the Customer's Home Agency.
Credit Settlement	The amount that one Agency agrees to pay another Agency.
Amount	
Debit Settlement	The amount that one Agency agrees to receive from another Agency.
Amount	
Disputed Transaction	A Transaction which is disputed by the Customer or the Home Agency.
Duplicate Transaction	Multiple transactions generated by the same tag or license plate at the same
	general tolling location (e.g., same plaza and same or adjacent lane), within
	sixty seconds that would indicate an erroneous recording of a single
	transaction multiple times.
ETC	Electronic Toll Collection; a method of paying tolls electronically without human intervention in the lane.
Governance	Comprised of representatives of Interoperable Agencies to formulate and
	serve as the custodian of all NIOP interoperability business rules, interface
	control documents, and interoperability standards applicable to interoperable
	toll Agencies and to be responsible for evaluating any proposed amendment
	to such rules, documents and standards, address disputes and non-
	compliance with the business rules,
Home Agency	An NIOP Interoperable Agency which owns the NIOP Customer Account and
	maintains the information related to the vehicle(s) license plate(s) and Tag(s)

Term	Description
	to which interoperable toll transactions are posted.
Interface Control	NIOP Interface Control Document (ICD) describes the data interface and the
Document (ICD)	specifics of fields, files, naming conventions, etc., with which each
	Interoperable Agency must comply when transmitting Interoperable data.
Agency	Agency
Interoperability	A data communications infrastructure that allows one Interoperable Agency
Network	to exchange data with multiple other Interoperable Agencies.
Interoperable	An NIOP Transaction created at an Away Agency by a vehicle identifiable via
Transaction	TVL.
Interoperability	This document, which is incorporated by reference into, and is a part of, the
Business Rules (IBR)	Interoperability Agreement.
Invalid Tag	An NIOP Tag that is not on any home Agency TVL or has a reported status of
	invalid, lost or stolen. (As determined by the Home Agency).
NIOP	The acronym for Nationwide Interoperability
Post (ed) (ing)	Matching an NIOP Transaction to an NIOP Account and crediting or debiting
	the corresponding amount from the Account.
Rejected Transaction	NIOP Transactions that are rejected by the Home Agency. Some examples
	may be:
	"D" – Duplicate transaction, posting failed
	"I" – Invalid Tag, posting failed
	"C" – Tag Not Found
	"O" – Transaction too old (as defined in the business rules)
	As documented in the ICD.
Reconciliation /	The NIOP process whereby a Home Agency and an Away Agency resolve any
Reconcile	discrepancies in arriving at final Settlement.
Settle (ment)	The transfer of funds between Interoperable Agencies for Interoperable
	Transactions, fees and other agreed amounts.
Тад	A radio frequency identification (RFID) device that is used to communicate with
	roadside equipment to identify the unique NIOP account for which a NIOP Agency
	can pursue the collection of tolls.
Tag Transaction	A transaction transmitted to the Home Agency from the Away Agency for a vehicle which is equipped with a Valid Tag.
Tag Validation List	A comprehensive list of NIOP Tags and associated license plates issued by
-	each Interoperable Agency, as specified in the ICD. There may be multiple
(TVL)	license plates associated with a single tag.
Tag Validation List	A list of NIOP Tag Validation List changes since the last Tag Validation List
Update	Update or Tag Validation List, as specified in the ICD.
Transaction	An electronic record of a vehicle's use of an Agency's tolled location.
Transaction Fee	TBD
Transaction Batch File	
	A data file containing one or more Interoperable Transaction records.
Valid Tag	NIOP Tag provided via a Home Agency TVL which is associated with a License
Vahiala	Plate and is active on an open Account at the time of the TVL.
Vehicle	A motorized vehicle or trailer uniquely identified by license plate

Term	Description
Video transaction	An image based transaction that is an NIOP Transaction created at an Away
	Agency and posted via the license plate identified in the TVL.

1 2 Requirements

- 2 This document focuses on the business rules. These rules and all referenced documents are the
- 3 business rules for which an Interoperable Agency must comply. The data interface and the specifics of
- 4 fields, files, naming conventions, etc. are specified in the ICD, which are referenced in this document.

5 2.1 Tolling Business Rules

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6 2.1.1 General Requirements

- **IBR-GEN-1.** Interoperable Agencies shall jointly establish a system that enables a customer to
 use one NIOP Account to pay tolls at all Interoperable Agencies without the need to take any
 further action regarding that Account or the associated Tags or Plates.
- **IBR-GEN-2.** The Home Agency will make a reasonable attempt to maintain up to date customer
 information.
- **IBR-GEN-3.** Electronic toll collection equipment used by Interoperable Agencies to read tags
 shall meet the NIOP Technical Requirements document and be certified for NIOP use.
- **IBR-GEN-4.** Agencies exchanging data shall comply with all interoperability requirements
 agreed upon, including, but not limited to, these Interoperability Business Rules, technical
 requirements and the ICD.
- IBR-GEN-5. Each Interoperable Agency shall provide time synchronization to a National Institute
 of Standards and Technology time source and shall ensure that all components of its system are
 time-synchronized.
- IBR-GEN-6. NIOP Customer Use Agreements shall be written or revised, as necessary, to comply
 with and provide clarity regarding Interoperability Business Rules.
- 28 **IBR-GEN-7.** There shall only be one Home Agency for each NIOP Tag in operation.
- 30 **IBR-GEN-8.** Any vehicle eligible for NIOP tolling must be associated to a Valid Tag. Multiple
 31 Plates may be associated to the same Tag.

IBR-GEN-9. All transactions shall be sent from the Away Agency to a clearinghouse or to the Home Agency the day following the transaction, but at least within 10 days following the transaction. A transaction sent more than 10 days but less than 30 days will be accepted by a Home Agency subject to the availability of funds in the account. Any closed accounts will be addressed as an Adjustment.

1 2.1.2 Marketing and Branding

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IBR-MKT-1. Agencies will provide at least 30 days advance notification of any NIOP marketing
 activities to (Governance).

IBR-MKT-2. Interoperable Agencies shall use the ______name and logo for marketing the interoperability of its system. The common logo shall be used to identify participating interoperable tolling locations (be they an entire facility, a lane(s) and/or a plaza(s) to the customer. The ______ logo will not be used to identify, market, or sign non-interoperable facilities.

- **IBR-MKT-3.** An Interoperable Agency that chooses to employ the use of a name other than
 may do so but is required to post the interoperable ______ name and logo to
 inform users of interoperability.
- 14IBR-MKT-4. The interoperable ______ name and logo posted on roadway signage for new15installations shall adhere to the size requirements agreed upon by (Governance)
- **IBR-MKT-5.** All Interoperable Agencies shall execute a perpetual, royalty free license agreement
 for use of the ______ name and logo.
- **IBR-MKT-6.** Where roadside signage is used to display the Away Agency's toll rate, the Away
 Agency shall provide signage displaying the NIOP toll rate if different from the normally
 posted toll rate. If multiple rates are posted, there must be an indication of which rate is
 used for NIOP.

22 2.1.3 Account Requirements

- IBR-ACC-1. Each Home Agency NIOP Customer Use Agreement shall provide that the use of a
 vehicle and/or tag at an away Agency shall constitute the Customer's acceptance of the
 interoperability terms in the Account agreement.
 - **IBR-ACC-2.** The Account agreement shall also provide that an Account may be charged when a vehicle's license plate is captured as an image while traveling on an Interoperable Agency's facility and that license plate can be associated with the Customer's Home Agency Account.
 - **IBR-ACC-3.** Customers shall be able to use a Valid Tag to make toll payments at all Interoperable Agencies.
 - **IBR-ACC-4.** An Account may be associated with multiple Tags, one tag may be associated with multiple vehicles on an account.
 - **IBR-ACC-5.** The Home Agency shall notify the Away Agency of Customer complaints regarding alleged erroneous charges or Duplicate Transactions on the Away Agency's facilities.
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1	2.1.4 Reconciliation and Settlement Requirements
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3	IBR-REC-1 Each Agency shall reconcile and settle with all other Agencies in a manner and
4	frequency as agreed upon between the Agencies but shall be at least monthly.
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6	IBR-REC-2 Funds Transfers between any Agencies shall be validated by both the submitting and
7	receiving Agency.
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9	IBR-REC-3 Each Agency is responsible to reconcile the Transactions occurring on its own facility.
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11	IBR-REC-4 Each Agency is responsible to reconcile all bank transfers received from another
12	Agency.
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14	IBR-REC-5 Each Agency is responsible for reconciling against its own reporting system all
15	Interoperable transactions based upon the reconciliation codes as specified in the Reciprocity ICD.
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17	IBR-REC-6 The Away Agency will prepare a reconciliation and settlement report indicating the
18	amount it believes it is due for all Interoperable Transactions which occurred on its facility that
19	are attributed to the Home Agency customer base during the time period being reconciled and
20	settled. The report to each Home Agency shall include the following information:
21	(a) The time period being reconciled and settled
22	(b) File acknowledgement date
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24	(c) The amount due to the Agency detailed as follows:
25	i. Total amount of Interoperable Transactions which have been reconciled by
26	the Home Agency grouped by reconciliation file number as specified in the ICD
27	ii. Count and dollar amount of all transactions for which a valid transaction code
28	has been received and settlement is expected
29	iii. Count and dollar amount of any rejected transactions
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32	IBR-REC-7 The Home Agency will prepare a reconciliation and settlement report indicating the
33	amount it believes it owes to each Away Agency for all Interoperable Transactions that occurred
34	on the Away Agency facility that are attributed to the Home Agency customer base during the
35	time period being reconciled and settled. The report to each Away Agency shall include the
36	following information:
37	(a) The time period being reconciled and settled
38	(b) File acknowledgement date
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40	(c) The amount due to the Agency detailed as follows:
41	i. Total amount of Interoperable Transactions which have been reconciled as a valid
42	transaction by the Home Agency grouped by transaction file number
43	ii. Count and dollar amount of all transactions for which a valid transaction code has
44	been received and settlement is expected
45	iii. Count and dollar amount of any rejected transactions
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1 **IBR-REC-8** The reports will be generated and distributed by each Agency, as applicable, for 2 which there are transactions to settle. 3 4 **IBR-REC-9** Each Agency is responsible for reconciling the other Agency Reports to its own 5 reports prior to settlement. 6 7 2.1.4.1 Reconciliation Issue Resolution 8 9 **IBR-REC-10** If discrepancies exist, the Agencies will work together to review and verify their 10 differences. 11 12 **IBR-REC-11** During the review of the reconciliation and settlement reports, the Away 13 Agency may request that the Home Agency provide available documentation supporting the 14 Interoperable Transactions reported as valid or rejected Transactions. The documentation shall 15 include: 16 Transaction's Tag number and/or license plate information 17 Transaction's date and time -18 Transaction's location 19 Transaction's disposition/status 20 **Toll Amount** 21 IBR-REC-12 If necessary, the Away Agency on which the Interoperable Transactions 22 occurred will initiate the adjustment to be sent to the Home Agency to update, correct or 23 replace the missing or incorrect transaction data. 24 25 **IBR-REC-13** Adjustments will be reported, reconciled and settled in the same manner as 26 other Interoperable Transactions. Agency 27 28 2.1.4.2 Disputed Tolls 29 In order to enable proper researching of customer complaints, each Agency will 30 IBR-REC-14 31 maintain records related to toll transactions for a minimum period of 120 days. 32 33 IBR-REC-15 Disputed Interoperable Transactions will be handled by the Home Agency in 34 accordance with the agreed Disputed Toll Policy. Disputes which fall within the Disputed Toll 35 Policy will become part of the Reconciliation and Settlement between the two Agencies. 36 37 **IBR-REC-16** When a customer disputes an Interoperable Transaction that occurred on an 38 Away Agency's facility that falls outside of the Disputed Toll Policy, and such transactions are 39 researched, acknowledged and agreed to be an error of the Away Agency, the resulting 40 adjustment will become part of the Reconciliation and Settlement between the two Agencies. 41 42 IBR-REC-17 The Home Agency will prepare a Disputed Toll Settlement Report which will 43 detail the amounts and reasons for each disputed toll that has been credited to a customer 44 account. The report will include only those disputes which are made in compliance with the 45 agreed Disputed Toll Policy or specific Away Agency approval for disputes which fall outside of the Disputed Toll Policy. 46

IBR-REC-18 When, due to cost/benefit or other considerations, customer accounts are
 credited for the disputed amount for disputes which fall outside the Away Agencies Disputed
 Toll Policy, or after research the Away Agency does not otherwise agree to the dispute, such
 credits will not affect Settlement or Reconciliation between Agencies.

2.1.4.3 Transaction Fees

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- 9 IBR-REC-19 The Home Agency will prepare a report indicating the amount of transaction
 10 fees (if applicable) due from the Away Agency based upon the number of interoperable
 11 transactions it has reconciled as valid.
 - (a) The time period being reconciled and settled
 - (b) The amount due to the Agency detailed as follows:
 - i. Reconciliation file transaction number
 - ii. File acknowledgement date
 - iii. Count and fee amount for all Interoperable transactions for which a valid transaction code has been received and settlement is expected

2.1.4.4 – Settlement

IBR-REC-20 Settlements will occur after the Home Agency and the Away Agency agree on the amounts required. The amounts required will include valid Interoperable Transactions, adjusted for approved disputes and any applicable transaction fees.

IBR-REC-21 Final settlement will be based on valid Interoperable Transactions as reported by
 the Away Agency regardless of account status at the time of Posting. However, a transaction
 sent more than 10 days but less than 30 days will be accepted by a Home Agency but payment
 of the transaction will be subject to the availability of funds in the account.

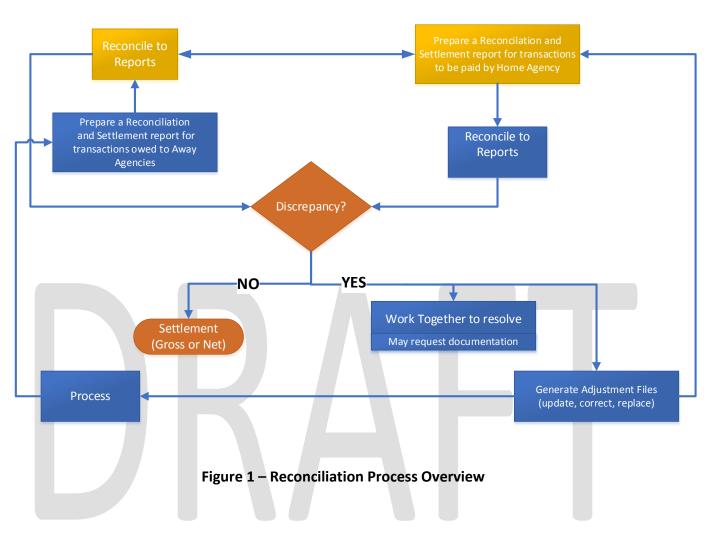
IBR-REC-22 All settlements will be in gross amounts unless agreed upon between the settling Agencies to have a net settlement.

34IBR-REC-23The settlement will include all amounts from and will be in agreement with the35reconciled period. Approved disputed tolls and applicable transaction fees will be deducted36from the amount of valid Interoperable Transactions due. Included with the settlement will be37an invoice that will include:

- i. Invoice period
 - ii. Total amount due to valid Interoperable Transactions
- iii. Total amount of approved disputed tolls
- iv. Total Amount(s) due for Transaction Fees
- v. Total Credit for net settlement (if agreed upon)
- vi. Total Invoice amount due
- 45 **IBR-REC-24** Invoices may be sent electronically under a path generally described in Figure-1.
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HOME AGENCY

AWAY AGENCY



1 2.1.5 Data Interchange Requirements

2	2.1.5.1 General
3	IBR-DIR-1. Each Interoperable Agency shall comply with the ICD.
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5	2.1.5.2 Tag Validation Lists
6	IBR-DIR-2. The Home Agency shall document the status of its interoperable Tags and license
7	plates in the Tag Validation List. The Tag Validation List shall denote the status of and
8	associated license plate(s) for each interoperable Tag. The status shall be as defined in the
9 10	ICD. Each interoperable Tag shall have only one status in the Tag Validation List.
11	IBR-DIR-3. Interoperable Agencies shall electronically exchange full Tag Validation Lists with
12	other Interoperable Agencies on a regular schedule, at least once per day.
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14	IBR-DIR-4. The Tag Validation List shall contain, at a minimum, the Home Agency identifier, Tag
15 16	identification number, account number, license plate numbers (including jurisdiction/state and plate type), vehicle classification, and Tag status for each Tag.
17	and plate type), vehicle classification, and rag status for cach rag.
18	IBR-DIR-5. When changes occur to the Tag Validation List, Interoperable Agencies shall
19	exchange Tag Validation List updates, as specified in the Interoperability Agreement and ICD.
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21 22	IBR-DIR-6. Each Tag Validation List (full or update) shall be acknowledged within sixty (60) minutes from receipt. Acknowledgement time will be used to determine the current status of
23	the Tag/Account.
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25	IBR-DIR-7. Each Agency shall maintain a history of Tag Validation Transactions sent to and
26	received from the other Interoperable Agencies for a minimum period of 120 days.
27	2.1.5.3 Transactions
28	IBR-DIR-8. Upon receipt of transaction records, the Home Agency will post transactions to the
29	proper accounts. Settlement of a Tag Transaction shall not be dependent on transaction
30 31	posting; i.e., the Home Agency's obligation to pay the Away Agency is not contingent upon the Home Agency posting the transactions to the customer's account. The class and toll rate as
32	determined by the Away Agency, will be posted and honored by the Home Agency for
33	settlement purposes.
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35	IBR-DIR-9. Each <u>Home_Away</u> Agency shall process transactions without a Valid Tag reads (video
36 37	transactions) in the following order: 1.) Local customer accounts
38	2.) Regional IOP TVL (if applicable)
39	3.) NIOP TVL
40	4.) Local transaction processing for pursuing payment
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1 **IBR-DIR-10.** The Away Agency shall send at least one Transaction Batch File to the Home Agency 2 within each twenty-four (24) hour period (unless no interoperable transactions were 3 generated since the last sending). 4 5 **IBR-DIR-11.** Transaction records in the Transaction Batch File shall be handled as specified in the 6 ICD. 7 8 **IBR-DIR-12.** The Home Agency shall process the Away Agency's Transaction Batch File within 9 twenty-four (24) hours of receipt. 10 11 **IBR-DIR-13.** The Home Agency shall Post Valid Interoperable Transactions to Accounts indicating 12 the Transaction date, time, location, vehicle classification and toll amount. 13 14 **IBR-DIR-14.** Each Agency will advise the other Agencies if transaction posting is not expected 15 within thirty (30) days of the Transaction date. 16 17 **IBR-DIR-15.** If, by fault of the Away Agency, transaction processing and posting has not or could 18 not be performed via NIOP within sixty (60) days, through no fault of the customer, then the 19 Away Agency will agree to honor the toll rate applied to the transaction, for NIOP processing, 20 with no additional fees in its pursuit for payment. 21 22 **IBR-DIR-16.** A Home Agency may reject an Interoperable Transaction that (1) is created by a 23 vehicle associated with an Invalid Tag, (2) is a Duplicate Transaction, or (3) comprises a record 24 that does not conform to the requirements of the ICD. Rejected Interoperable Transactions 25 processed by the Home Agency shall be classified as "rejected" (or as a status as specified in 26 the ICD) and returned to the Away Agency where the Interoperable Transaction occurred. 27 28 **IBR-DIR-17.** Processing of customer transactions at the Away Agency when the Tag is reported 29 as invalid by the Home Agency will be pursuant to the rules and regulations of the Away 30 Agency. 31 32 **IBR-DIR-18.** The Agencies agree to facilitate the identification of violators by the sharing of 33 appropriate information or files to the extent permitted by law. 34 35 **IBR-DIR-19.** The Agencies will share customer account information only for the purpose of collecting tolls, the enforcement of toll policies or as otherwise required by law. 36 37 38 **IBR-DIR-20.** The Away Agencies will process toll transaction images in such a manner as to 39 identify customers' accounts in good standing and thereby create a valid transaction if the result is associated with a Valid Tag. 40 41 42 **IBR-DIR-21.** If cash or equivalent is collected at the Away Agency for any transaction, the Away 43 Agency will not transfer any such transactions to the Home Agency for payment. 44

- **IBR-DIR-22.** The Home Agency may elect to not process Interoperable Transactions submitted to the Home Agency by the Away Agency sixty (60) calendar days after the date and time of the Interoperable Transaction.
 - **IBR-DIR-23.** Away Agencies shall filter out Duplicate Transactions prior to sending to the Home Agency.

IBR-DIR-24. Home Agencies shall filter out Duplicate Transactions from Away Agencies. In the event the Home Agency does receive Duplicate Transaction(s), it shall not Post or remit payment to the Away Agency for the Duplicate Transaction(s).

- IBR DIR 25. A Home Agency is not required to process any Transaction occurring on a facility that is not an Interoperable Agency and may pursue these as violations if the toll is not paid.
- 15 IBR-DIR-26.IBR-DIR-25. If an Interoperable Transaction from an Away Agency's facility is
 adjusted, the Away Agency may submit the adjusted Transaction to the Home Agency for
 posting within ninety (90) days of the transaction date.
- 19 IBR-DIR-27.IBR-DIR-26. Video Transactions associated with a valid Tag will be processed the
 20 same as all other valid Tag transactions for the purposes of Interoperability. It is the Away
 21 Agencies discretion as to the toll rate charged.
- BR-DIR-28-IBR-DIR-27. Away Agency shall submit a customer transaction only to one home
 Agency for posting and payment.
- 25 **2.1.6 Reporting Requirements**
- **IBR-REP-1.** All Interoperable Agencies shall comply with established reporting requirements
 issued by the (Governance).
- 28 **2.1.7 Performance Requirements**
- **IBR-PER-1.** Receipt of a Transaction Batch File shall be acknowledged by the Home Agency to
 the Away Agency within sixty (60) minutes after receipt.
- **IBR-PER-2.** The Home Agency shall report to the Away Agency on the status of a processed
 Interoperable Transaction within twenty-four (24) hours of receipt of the Transaction Batch
 File containing the Interoperable Transaction.
- 35 **2.1.8 Fees**

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- 36**IBR-FEE-1.** The Away Agency shall pay the Home Agency a Base Transaction Fee for each37Interoperable Transaction that is not rejected as indicated in (Governance)
- **IBR-FEE-2.** Transaction Fees shall be reviewed and determined in accordance with procedures
 agreed upon by (Governance). The Transaction Fees so determined shall be adopted by and

- applicable to all Interoperable Agencies unless a bilateral agreement exists between Agencies establishing a specific fee.
- **IBR-FEE-3.** Modification to the requirements for payment of the Transaction Fees between any Interoperable Agencies shall be acknowledged by all participating Interoperable Agencies.

7 **2.1.9 Customer Service**

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IBR-CUS-1. In a situation when a Customer is not satisfied with an Away Agency's resolution of
 an Interoperable Transaction dispute, the Customer's Home Agency may elect to credit the
 Interoperable Transaction to the Customer's Account and shall bear the cost of the credit
 associated with the disputed Transaction.

12 2.1.10 Testing Requirements

- **IBR-TST-1.** Each Agency shall undergo and pass the minimum set of agreed-upon test
 requirements promulgated by the NIOP Technical Requirements document.
- 16 **IBR-TST-2.** Testing for Interoperability certification shall be at the expense of the Agency being
 17 certified as interoperable.

18 **2.1.11** Notification of Maintenance and Modifications

- **IBR-MNT-1.** Each Interoperable Agency shall strive to provide a minimum of thirty (30) days
 notification of tolling system changes that affect interoperability.
- **IBR-MNT-2.** Each Interoperable Agency in receipt of another Interoperable Agency's change
 notification shall implement or provide notification of intent to implement any required
 modification to their system's configuration within the thirty (30) days provided.
- IBR-MNT-3. Each Interoperable Agency shall strive to provide a minimum of thirty (30) days'
 notice of scheduled system maintenance to their respective system that will impact another
 Interoperable Agency and/or the processing of transactions.
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- 30 31