



AP-3.3

Actor Table - ACT

Version: 1.0

Date: 4 March 2025

DOCUMENT STATUS

Document No.	AP-3.3 Actor Table - ACT
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Status	Version	Description
Approved	1.0	

REVISION HISTORY

Version	Date	Author	Main Changes
1.0	4 March 2025	NPRA	First version. Adapted from previous AutoPASS document 4.3

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1 PREFACE

1.1 Description

This table is produced by AutoPASS IP, which maintains the Actor Table (ACT) according to the general rules for all Toll Service Providers (TSP), Toll Chargers (TC), and other actors with a defined role in AutoPASS. The ACT file is distributed automatically each day to all actors. If necessary, it can in addition be distributed manually at any time. The data in the ACT file is used to verify that all partners are authorized. This file is a part of the data set “toll context data” as defined in ISO technical specification ISO/TS 17573-2.

The Actor ID is used as an identifier either as sender or receiver in all data exchange. The Actor ID used shall preferably be according to ISO 14816 /ISO 14906. A TSP is registered with an ID according to ISO 14816. The management of the AutoPASS IP Configuration shall ensure unique Actor IDs for TCs until international standards are established.

In addition, Actor ID 999999 is reserved for a broadcast from the AutoPASS HUB to all actors. When a complete ACT file is sent to all actors at once, the ID of the recipient is 999999.

1.2 Format Versions

130001 as previously agreed on in EasyGo.

1.3 File Name Generation

The file name format is: ACTxxxxxxYYYYMMDDSS_zzzzzz_vvvvvv – 33 characters

- xxxxxx – Identifier of the sender of the Actor Table (6 characters). An Actor Table is sent from the AutoPASS HUB (000001) or AutoPASS IP (000002).
- YYYY – Year
- MM – Month (01-12)
- DD – Day (01-31)
- SS – Sequence within the day (sequential number, increments for each file of this type sent per day beginning with 01)
- zzzzzz – The receiver 999999 is used in order to distribute a complete list to all connected TCs and TSPs automatically.
- vvvvvv – Version name

Format of the List Sequence of the header: ACTxxxxxxYYYYMMDDSS – 19 characters

1.4 Data Formats

1.4.1 Character Set

The ISO 8859-1 character set is to be used.

All lines end with a Line Feed only.

1.4.2 Time Stamp Format

All time stamps in the file body shall be given in local Norwegian time.

The format of the time stamp is YYYYMMDDhhmmss, where:

- YYYY – Year
- MM – Month (01-12)
- DD – Day (01-31)
- hh – Hour (00-23)
- mm – Minute (00-59)
- ss – Second (00-59)

2 ACT FORMAT

2.1 File Header

Name	Number of Char.	Type of value	Begin	End	Definition	Origin	Adjusted	Mandatory or Optional	Value if Nothing	Padding
Register Identifier	1	Numeric	1	1	"0"=Header,	Generation	Right	Mandatory	n/a	n/a
Sender Identifier	6	AlphaN	2	7	Actor ID 6 digits identifier of the Entity having created this file and sending the file.	Generation	Left	Mandatory	n/a	n/a
Receiver Identifier	6	AlphaN	8	13	Actor ID 6 digits identifier of the Entity (or entities) receiving this file	Generation	Left	Mandatory	n/a	n/a
List Sequence	19	AlphaN	14	32	ACTxxxxxYYYYMMDDSS	Generation	Left	Mandatory	n/a	n/a
Previous List Sequence	19	AlphaN	33	51	ACTxxxxxYYYYMMDDSS (ACT0000000000000000 if first list)	Generation	Left	Mandatory	n/a	n/a
Moment of activation	14	Numeric	52	65	n/a	Generation	Right	n/a	Zeros	Zeros
Number of records	15	Numeric	66	80	Number of records (lines) in Body	Generation	Right	Mandatory	n/a	Zeros
Moment of creation	14	Numeric	81	94	YYYYMMDDhhmmss	Generation	Right	Mandatory	n/a	Zeros
List format version	6	AlphaN	95	100	The value is defined in chapter 1.2	Generation	Left	Mandatory	n/a	Zeros
Filler	27	AlphaN	101	127	Reserved for future use, filled with Zeros	Generation	Left	Mandatory	n/a	Zeros
End of header	1	AlphaN	128	128	Line Feed only	Generation	Left	Mandatory	n/a	n/a

2.2 Body

Name	Number of Char.	Type of value	Begin	End	Definition	Origin	Adjusted	Mandatory or Optional	Value if Nothing	Padding
Register Identifier	1	Numeric	1	1	"1"=Body	Generation	Right	Mandatory	n/a	Zeros
Actor ID	6	AlphaN	2	7	Unique identifier for the actor.	IP Config	Left	Mandatory	n/a	n/a
Actor ID Connected	6	AlphaN	8	13	Only used for TCs. The Actor ID of the Regional TC that manages the project. For ferry operators, use the actor ID for AutoPASS Ferry. 000000 shall be used if no actor is appointed to act on behalf of the Actor.	IP Config	Left	Optional	n/a	Blanks
Actor ID Connected to CFC	6	AlphaN	14	19	AutoPASS HUB is 000001	IP Config	Left	Mandatory	n/a	Blanks
Actor Type	2	AlphaN	20	21	10 – CFC (AutoPASS HUB) 11 – AutoPASS IP 30 – TSP 31 – TC	IP Config	Left	Mandatory	n/a	Blanks
Actor name	30	AlphaN	22	51	Full name of the actor	IP Config	Left	Mandatory	n/a	Blanks
Address	50	AlphaN	52	101	Full (except postal code/city) address of actor, preferably postal address.	IP Config	Left	Mandatory	n/a	Blanks
Postal code	6	AlphaN	102	107	Postal code of address (no country prefix), NL: length are 7 digits including a space in pos. 5. The space is removed to comply with the length of 6 characters.	IP Config	Left	Mandatory	n/a	Blanks
Country code	3	AlphaN	108	110	Number according to ISO 3166-1-Alpha-2 code elements (NO = Norway, DK = Denmark, SE = Sweden etc...)	IP Config	Left	Mandatory	n/a	Blanks
Telephone working hours	15	AlphaN	111	125	(*)	IP Config	Left	Mandatory	n/a	Blanks

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Name	Number of Char.	Type of value	Begin	End	Definition	Origin	Adjusted	Mandatory or Optional	Value if Nothing	Padding
Telephone outside working hours	15	AlphaN	126	140	(*)	IP Config	Left	Optional	Blanks	Blanks
Telefax	15	AlphaN	141	155	(*)	IP Config	Left	Optional	Blanks	Blanks
Mobile phone	15	AlphaN	156	170	(*)	IP Config	Left	Optional	Blanks	Blanks
Internet – web site	100	AlphaN	171	270		IP Config	Left	Mandatory	n/a	Blanks
E-mail address	100	AlphaN	271	370		IP Config	Left	Mandatory	n/a	Blanks
Customer related contact	30	AlphaN	371	400		IP Config	Left	Mandatory	n/a	Blanks
Contact– Direct telephone	15	AlphaN	401	415	(*)	IP Config	Left	Mandatory	n/a	Blanks
Contact – Direct mobile	15	AlphaN	416	430	(*)	IP Config	Left	Optional	Blanks	Blanks
Contact – Direct e-mail	100	AlphaN	431	530		IP Config	Left	Mandatory	n/a	Blanks
IT support contact	30	AlphaN	531	560	Name of function or person	IP Config	Left	Optional	n/a	Blanks
IT support contact– Direct telephone	15	AlphaN	561	575	(*)	IP Config	Left	Optional	n/a	Blanks
IT support contact– Direct mobile	15	AlphaN	576	590	(*)	IP Config	Left	Optional	Blanks	Blanks
IT support contact– Direct e-mail	50	AlphaN	591	640	Should be a service desk mail address	IP Config	Left	Optional	n/a	Blanks
E-mails from AutoPASS HUB	50	AlphaN	641	690	All e-mails from the AutoPASS HUB to an actor will be send to this e-mail address	IP Config	Left	Mandatory	n/a	Blanks
Administrative contact Financial and data exchange	30	AlphaN	691	720	Administrative contact department. Handling matters between TC and TSP, primarily data content in files and payment of transaction and TSP fee.	IP Config	Left	Mandatory	n/a	Blanks
Administrative contact– Direct telephone	15	AlphaN	721	735	(*)	IP Config	Left	Optional	Blanks	Blanks
Administrative contact– Direct mobile	15	AlphaN	736	750	(*)	IP Config	Left	Optional	Blanks	Blanks
Administrative contact– Direct e-mail	100	AlphaN	751	850	Should be group e-mail	IP Config	Left	Mandatory	n/a	Blanks
Bank account number	20	AlphaN	851	870	Bank account number (*)	IP Config	Left	Optional	Blanks	Blanks
Description	50	AlphaN	871	920	Description of the actor	IP Config	Left	Mandatory	n/a	Blanks
Date established	8	Numeric	921	928	Date for approval in AutoPASS. Format: DDMMYYYY.	IP Config	Left	Mandatory	n/a	Blanks
Type of Contract AutoPASS	16	AlphaN	929	944	n/a	IP Config	Left	n/a	Blanks	Blanks
VAT-number 1 for Currency 1 (Organization number)	20	AlphaN	945	964	The actors VAT number starting with a two-letter national code within the EU (e.g. NO, DK, and SE). Spaces shall not be used.	IP Config	Left	Mandatory	n/a	Blanks
IBAN number	28	AlphaN	965	992	The actors IBAN-number for international payments in Currency 1.	IP Config	Left	Mandatory	n/a	Blanks
BIC code	11	AlphaN	993	1003	The actors BIC code for international payments	IP Config	Left	Mandatory	n/a	Blanks
Postal address (place/city name) (Address of the TC)	30	AlphaN	1004	1033	Postal place/city name. Mandatory city name for TC. Additional information when Post Office Box is used in order to specify the geographical location.	IP Config	Left	Mandatory	n/a	Blanks
Currency 1	3	AlphaN	1034	1036	The currency of the actor’s VAT number 1	IP Config	Left	Mandatory	n/a	Blanks

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Name	Number of Char.	Type of value	Begin	End	Definition	Origin	Adjusted	Mandatory or Optional	Value if Nothing	Padding
VAT-number 2 for Currency 2	20	AlphaN	1037	1056	The actor's VAT-number 2 if a second currency is used. Mandatory if Currency 2 is stated.	IP Config	Left	Optional		Blanks
Currency 2	3	AlphaN	1057	1059	The currency of the actor's VAT number 2 (if a second currency is used)	IP Config	Left	Optional	Blanks	Blanks
IBAN number currency 2	28	AlphaN	1060	1087	The actor's IBAN-number 2 for international payments in Currency 2	IP Config	Left	Optional	Blanks	Blanks
BIC/ code currency 2	11	AlphaN	1088	1098	The actor's BIC code 2 for international payments in Currency 2	IP Config	Left	Optional	Blanks	Blanks
TC type	1	AlphaN	1099	1099	Not used in AutoPASS	IP Config	Left	Optional	Blanks	Blanks
TC operational name	30	AlphaN	1100	1129	Name of operating company acting on behalf of the TC if outsourced.	IP Config	Left	Optional	Blanks	Blanks
Type of charge	2	Numeric	1130	1131	Fee, duty or tax. 00 – no information 01 – Tax 02 – Duty (Custom) 03 – Fee (Private or public)	IP Config	Right	Mandatory	n/a	n/a
Currency 3	3	AlphaN	1132	1134	The currency of the actor's VAT-number 3 (if a third currency is used)	IP Config	Left	Optional	Blanks	Blanks
VAT-number 3 for currency 3	20	AlphaN	1135	1154	The actor's VAT-number 3 if a third currency is used. Mandatory if Currency 3 is stated.	IP Config	Left	Optional	Blanks	Blanks
IBAN number currency 3	30	AlphaN	1155	1184	The actor's IBAN-number 3 for international payments in Currency 3	IP Config	Left	Optional	Blanks	Blanks
BIC code currency 3	11	AlphaN	1185	1195	The actor's BIC code 3 for international payments in Currency 3	IP Config	Left	Optional	Blanks	Blanks
Currency 4	3	AlphaN	1196	1198	The currency of the actor's VAT-number 4 (if a fourth currency is used)	IP Config	Left	Optional	Blanks	Blanks
VAT-number 4 for currency 4	20	AlphaN	1199	1218	The actor's VAT-number 4 if a fourth currency is used. Mandatory if Currency 4 is stated.	IP Config	Left	Optional	Blanks	Blanks
IBAN number currency 4	30	AlphaN	1219	1248	The actor's IBAN-number 4 for international payments in Currency 4	IP Config	Left	Optional	Blanks	Blanks
BIC code currency 4	11	AlphaN	1249	1259	The actor's BIC code 4 for international payments in Currency 4	IP Config	Left	Optional	Blanks	Blanks
Company registration number	20	AlphaN	1260	1279	The actor's registration number at the local trade office	IP Config	Left	Mandatory	n/a	Blanks
For later use	150	AlphaN	1280	1429	Filled in with '0's	Generation	Left	Mandatory	n/a	n/a
End of record	1	AlphaN	1430	1430	Line Feed only	Generation	Left	Mandatory	n/a	n/a

2.3 File Footer

Name	Number of Char.	Type of value	Begin	End	Definition	Origin	Adjusted	Mandatory or Optional	Value if Nothing	Padding
Register Identifier	1	Numeric	1	1	"2" = Footer	Generation	Right	Mandatory	n/a	n/a
Filler	62	AlphaN	2	63	Reserved for future use, filled with Zeros	Generation	Left	Mandatory	n/a	n/a
End of Footer	1	AlphaN	64	64	Line Feed only	Generation	Left	Mandatory	n/a	n/a

(*) - Telephone numbers represented with numerals only – without spaces as separators in between digits. The national prefix shall be included (e.g. 0047....)

A currency can only be stated once. It is not allowed to attach two bank accounts to the same currency.

The same bank account can however be used with several currencies. It is the responsibility of the recipient of a bank transfer to keep track of the received currencies and amounts.

If the TSP service is performed from one country allowing for different currencies, the VAT number may be the same for several currencies.