

Access Control Admin Panel

Access Control incorporates a user-friendly Admin Panel that facilitates easy management of the solution. This panel offers several options for convenient system control and monitoring.

Users

This screen displays a list of all system users who have access to the Admin Panel service, along with their assigned roles and status.

| Column | Description |
|------------|---|
| First name | The user's given name. |
| Last name | The user's surname. |
| Role | The system role assigned to the user (e.g., Admin, User, Service Provider, Issuer, Call Center). Defines the access rights and permissions within the system. |
| E-mail | The email address associated with the user's account. |

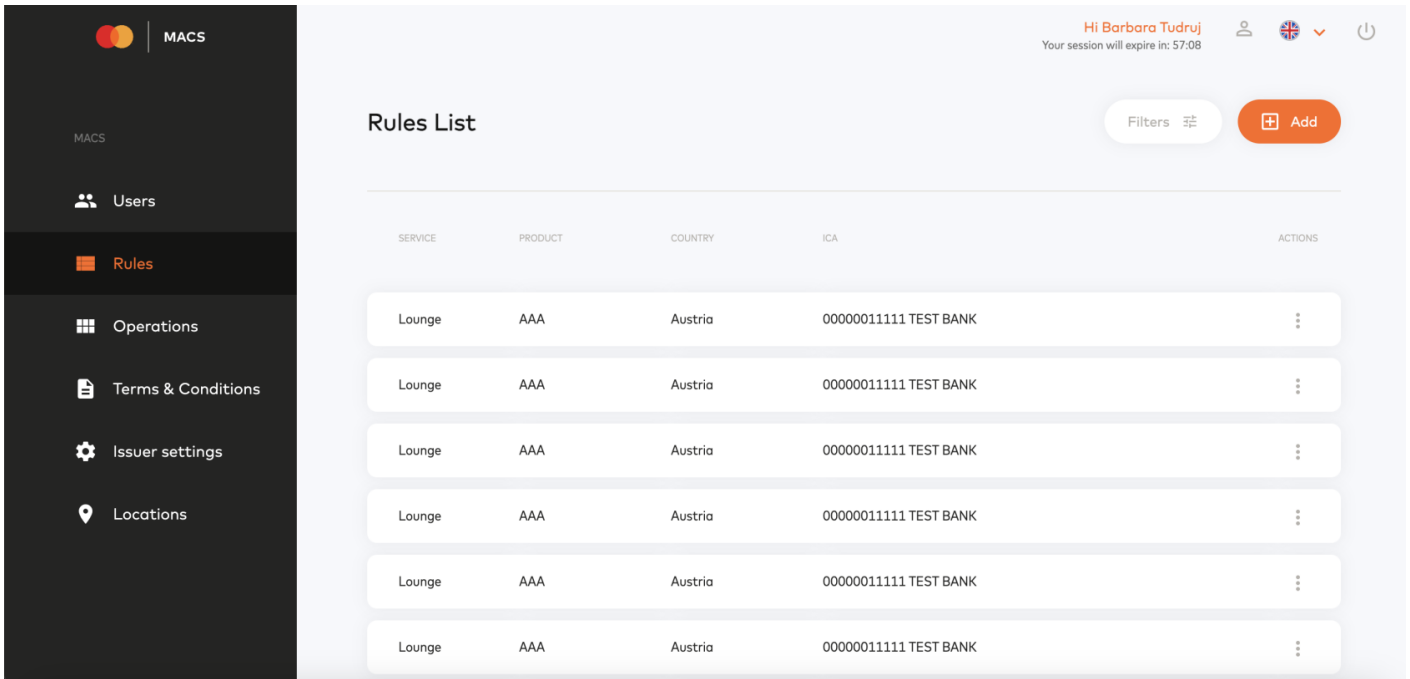
Users can narrow down the results by using the available filters on this screen:

- First name
- Last name
- E-mail address

From this view we can proceed to adding/editing/deleting an user.

Rules

This tab allows you to manage entry rules for specific services, applicable to selected locations and BINs.



The main view shows a list of all added rules. Users can narrow down the results by using the available filters on this screen.

From this view we can proceed to adding/editing/deleting a rule.

Adding a new rule

To add a new rule, we require completing the information below:

| Parameter | Description |
|----------------------------|--|
| Name | The name assigned to the ruleset. |
| Description | The description of the ruleset. |
| Valid from | The date and time from which this ruleset becomes active in the system. |
| Valid to | The date and time when this ruleset ceases to be active and becomes expired. |
| Country and product | |
| Country | The country of the Issuer. |
| Product Code | 3-character indicator provided by Mastercard. |

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|--|---|
| ICA | Interbank Card Association Number (ICA) number assigned by MasterCard to a financial institution. You can add multiple ICAs along with the BIN range. |
| BIN ranges | Specific BIN range for given ICA. |
| Rules | |
| Services | Name of the service we offer to the client. We currently support <code>Fast Line</code> and <code>Lounge</code> . |
| Total number of usage | The total count of times this specific ruleset has been successfully used. |
| Period of time in days | Limit of entries in a given time period. |
| Location rules | |
| Country | Country of selected location. |
| Location | Specific location where the rule should apply - you can select all possible ones for a given country and service. |
| RPM ruleset* | Activation of the option to set up external rules in the RPM service. |
| Cardholder entry cost - you can specify the rules for Cardholder. You can set the entry as free or set as paid . | |
| <p>It is possible to configure both free and paid entry rules simultaneously. In this setup, once all entries have been used, the ruleset for paid entries automatically becomes applicable.</p> | |
| Amount | The value (fee) charged for this specific entry. (required - if a paid option is chosen). |
| Currency | The three-letter ISO 4217 code specifying the currency of the entry amount e.g., USD, EUR, PLN). (required - if a paid option is chosen). |
| Period of time in days | Limit of entries in a given time period. |
| Number of usage per each location | The total allowed entries for the cardholder at this specific location. |
| Number of free invitations | Maximum number of free entries. (required - if a free option is chosen). Can be set as unlimited. |

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| Number of paid invitations | Maximum number of paid entries. (required - if a paid option is chosen). Can be set as unlimited. |
| Guests - you can specify the rules for Cardholder guests. | |
| Adult guests | You can set the entry as free or set as paid . If paid: specify the exact amount and currency . |
| Number of free invitations | Maximum number of free entries. (required - if a free option is chosen). |
| Number of paid invitations | Maximum number of paid entries. (required - if a paid option is chosen). |
| Number of guests per flight | Maximum number of guests per entry. |
| Children guests | You can set the entry as free or set the paid . If paid: specify the exact amount and currency . |
| Number of free invitations | Maximum number of free entries. (required - if a free option is chosen). |
| Number of paid invitations | Maximum number of paid entries. (required - if a paid option is chosen). |
| Number of guests per flight | Maximum number of guests per entry. |
| <u>You can also set free entry for children under X years of age</u> | |
| Spend based control - you can determine the customer's required spending to enable entry. | |
| Amount | The amount the cardholder must spend. |
| Currency | The three-letter ISO 4217 code specifying the currency of the transaction amount e.g., USD, EUR, PLN). |
| Period of time (in days) | The period in which the cardholder should spend a given amount. <u>For example:</u> If you set period = 10 and the cardholder wants to use the service on 11/01/2024 at 12:30, that means that his spending is taken from the period 1/01/2024 12:30 to 11/01/2024 at 12:30. |

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| MCC ID | Merchant Category Code - transactions only from selected MCCs will be taken for calculating spending. |
| Grace period (in days) | Grace period in days. |

Rule details

Additionally, on the Rule Details screen, besides the information listed above, we can view details such as:

| Parameter | Description |
|-------------------|---|
| Ruleset ID | The unique identifier assigned to this specific set of access rules. |
| Created by | The identifier (e-mail address) of the user who initially created and saved this ruleset. |
| Creation date | The date and time when the ruleset was initially created in the system. |
| Modified by | The identifier of the last user who made changes and saved the ruleset. |
| Modification date | The date and time when the ruleset was last updated or edited. |

Operations

The Operations tab provides a real-time list of all card entry events (or access attempts) processed by the system. This view is crucial for monitoring activity as it happens.

The main list displays the following key information for each card entry event:

| Column | Description |
|---------------------|--|
| Country of Location | Country of selected location. |
| Masked PAN | The first six digits (BIN) and the last four digits of the card number (e.g., 543210*****1234). |

| | |
|---------|--|
| Date | The date and time when the card entry occurred. |
| Service | Name of the service we offer to the Client. We currently support <code>Fast Line</code> and <code>Lounge</code> . |
| Status | The current status of the operation. Possible values: <ul style="list-style-type: none"> <code>APPROVED</code> <code>COMPLETED</code> - The operation was successfully finalized. <code>REJECTED</code> - The entry was unsuccessful and denied by the system. <code>EXPIRED</code> - The operation request timed out or was not completed within the allowed timeframe. <code>REVERSED</code> - The operation was successfully cancelled. |
| Type | Type of entry. Possible values: <ul style="list-style-type: none"> <code>Online</code> <code>Offline</code> |

Users can narrow down the results by using the available filters on this screen.

Cancellation functionality

This screen provides the ability to cancel a specific successful entry. This option can only be performed by the **Admin** role or the **Service Provider** role. Admins can perform reversals without any time restrictions. Service Providers are restricted to performing reversals only within 30 minutes following the entry.

- The status change is possible only from `COMPLETED` to `REVERSED`.
- The `REVERSED` status ensures that the operation is not included in the total count of entries for the card.
- When performing a reversal, it is possible to provide a reason/comment for the action.

The following information is added to the **Operation Details** screen after a reversal is executed:

- Reversal Timestamp - The date and time the reversal was executed.
- Reversal User ID - The `userId` of the person who performed the reversal action.
- Reversal Reason

Export Report

Additionally, this screen allows users to generate an Operations report.

Report can be generated in one of two formats: **Summary** or **Detailed**.

Operations details

Clicking on an operation record in the main list navigates the user to the operation details. This view additionally provides the following information:

| Parameters | Description |
|-------------------------|--|
| Product | 3-character indicator provided by Mastercard. |
| Terminal | The unique identifier for the terminal, which corresponds to its Serial Number . Necessary to correctly pair the device within the system. |
| Reject error code | <p>A specific code indicating the exact reason why the operation or entry attempt was rejected by the system.</p> <p>Possible values:</p> <ul style="list-style-type: none"><code>CARD_AMOUNT_AUTH_FAILED</code> - the required authorization request for a specific amount was declined by the payment network.<code>CARD_ASI_FAILED</code> - the card passed the initial authorization but failed ASI check.<code>CARD_AUTH_INSUFFICIENT_FUNDS</code> - The card issuer declined the required authorization request because the cardholder does not have sufficient funds.<code>COOLDOWN_PERIOD_NOT_EXPIRED</code> - card has already had a successful entry at this exact location within the defined cooldown period.<code>LIMIT_EXCEEDED</code> - cardholder has utilized the maximum number of available entries.<code>MISSING_ACCESS_RULES</code> - system could not find or match any defined access rules for the specific BIN of the presented card.<code>TEMPORARILY_BLOCKED</code> - the same card is presented at multiple terminals within a short timeframe (5 minutes).<code>UNMET_REQUIREMENTS</code> - presented card did not pass the required criteria defined by the access ruleset. |
| Card auth response code | <p>A unique code returned by the payment network to confirm the card authorization.</p> <p>Possible values: https://documentation-ecommerce.fenige.pl/#response_codes_iso8583</p> |
| ICA ID | Interbank Card Association Number (ICA) number assigned by MasterCard to a financial institution. |
| ICA name | A financial institution name. |
| Last change date | The date and time when the operation record was last modified or updated. |
| Requested date | The date and time when the operation record (entry) was initially created in the system. |

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|----------------------|--|
| Payment | Specifies the method used by the terminal to read the card data during the entry (e.g., <code>chip</code> or <code>contactless</code>). |
| Reversed by | The <code>userId</code> of the person who performed the reversal action. |
| Reversed at | The date and time the reversal was executed. |
| Reversed reason | Reason for operation reversal (if executed). |
| Paid cardholder | Information on whether the cardholder was admitted free of charge or if a fee was applied for the entry (true/false). |
| Free adult guests | Number of free guests who used the entry. |
| Paid adult guests | Number of paid guests who used the entry. |
| Free children guests | Number of free children who used the entry. |
| Paid children guests | Number of paid children who used the entry. |

Show rule

This screen also offers the option to select "Show Rule" which, upon clicking, displays the details of the ruleset applied to the specific card's entry.

Show transactions

This option allows the display of a list of transactions performed by the card related to the operation. This enables reviewing the transaction history to verify if the spending condition has been met.

Enrolled cards

This view shows a complete list of all cards that have been successfully registered (enrolled) in the MRS (Mastercard Reward System). You can use this view to quickly find and review card records.

You can use these filters to easily narrow down the list of cards:

- BIN
- Last 4 digits
- AREF
- Product
- ICA
- Created from

- Created until

The following information is displayed for every card in the list:

| Column | Description |
|-----------------|--|
| Masked PAN | The first six digits (BIN) and the last four digits of the card number (e.g., 543210*****1234). |
| AREF | Card Identifier in MRS System. |
| ICA | Interbank Card Association Number (ICA) four-digit number assigned by MasterCard to a financial institution. |
| Product | 3-character indicator provided by Mastercard. |
| Enrollment Date | The date and time when the card record was successfully registered in the system. |

Export Report

Additionally, this screen allows users to generate a report containing all displayed card records. The report content is based on the currently applied filters and includes these data:

- Masked PAN
- HASH
- AREF
- ICA
- Issuer name
- Product code
- Enrollment date
- Available free entries
- Available paid entries
- Ruleset ID

Enrolled card details

Clicking on a card record in the main list navigates the user to the card details. This view additionally provides the following information:

| Parameters | Description |
|------------|----------------------------|
| HASH | Hash of the enrolled card. |

| | |
|-----------------------|---|
| Number of free visits | Number of free visits from the ruleset from card entry. |
| Number of paid visits | Number of paid visits from the ruleset from card entry. |

Show rule

This screen also offers the option to select "Show Rule" which, upon clicking, displays the details of the ruleset applied to the specific card's entry.

Terms & Conditions

This tab displays the **Terms and Conditions** required for access and usage of the management portal.

Only selected roles (Admin and User) have the permissions to manage these documents.

Terms and Conditions cannot be edited or deleted.

If a T&C file already exists for the same date, adding a new file will replace the existing version and become the currently valid one.

For roles Issuer, Service Provider and Call Center the first time they log in, they will be presented with a mandatory screen requiring them to check boxes for the **Terms and Conditions** and the **Privacy Policy**.

Consent to both documents is required to proceed with using the portal.

Locations

The main view shows a list of all added locations where a **terminal** is currently installed and active/or waiting for pairing.

For easier location searching the list can be filtered according to the following parameters:

Filters:

- Country code
- Location Name
- Service name

Columns:

- Location Name
- Country code
- Service
- City
- Address

From this view, we can proceed to **add**, **edit**, or **delete** a location, or **add a new terminal**.

Adding a new location

To add a new location, we require completing the information below:

| Parameter | Description |
|---|--|
| Name | The name of location. |
| Country code | The three-letter code representing the country of the location. |
| Service | Name of the service we offer to the Client. We currently support Fast Line and Lounge. |
| Postal code | The postal code of the location. |
| City | The name of the city where the location is situated. |
| Address (<i>optional</i>) | The full physical street address of the location (e.g., building number, street name, etc.). |
| Cooldown period in minutes (<i>optional</i>) | Defines the minimum time required between successful visits at the same location, preventing repeated use within the X minutes limit. Rejected transactions return a custom code. |

Adding a new terminal

To add a new terminal, we require completing the information below:

| Parameter | Description |
|-----------|---|
| ID | The unique identifier for the terminal, which corresponds to its Serial Number . Necessary to correctly pair the device within the system. |

Location details

This section displays all detail information for the location. This data is managed via the Edit functionality.

Parameters:

- Name
- Country code
- Service
- Postal code
- City
- Address
- Cooldown period in minutes

Terminal list

This section also presents a list of all terminals that are currently paired with, or physically installed at, this specific location.

The terminal list includes:

- Terminal ID
- Terminal Status (Possible values: `PAIRED`, `NOT PAIRED`)

Additionally, it is possible to delete a terminal or retrieve the pairing code that should be used to pair the device. To pair a terminal, the POS must send the required request containing the terminal identifier (serial number) and the pairing code (`POST /pos/pair`)

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